

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

January 8, 2024
District Office Boardroom

1. Call to Order
School Board Chair Claudia Gonzalez-George called the Regular meeting of the Northfield Board of Education of Independent School District No. 659 to order at 6:21p.m. Present: Butler, Gonzalez-George, Miller, Nelson, Quinnell, and Stratmoen. Absent: Goerwitz. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.
2. Agenda Approval/Table File
On a motion by Quinnell, seconded by Nelson, the board unanimously approved the agenda.
3. Public Comment
There was no public comment.
4. Announcements and Recognitions
There were no public announcements.
5. Items for Discussion and Reports
 - a. Prairie Creek Community School & Arcadia Charter School Annual Reports. Simon Tyler, Director of Prairie Creek Community School, and Laura Stelter, Director of Arcadia Charter School, reported on the programs being provided in their two charter schools. Prairie Creek is in its 21st year of operation as a charter school under the sponsorship of Northfield Public Schools. Arcadia is in its 20th year of operation. These reviews and written reports fulfill state requirements for annual reporting as well as our district's request that each charter school authorized by Northfield Public Schools present an annual report to the school board.
 - b. Policy Committee Recommendation. Dr. Hillmann presented the policy committee's recommended updates to policy 906. This will be an item for individual action at the next board meeting.
 - c. Request to Hire Additional English Learner Instructional Support. The district is experiencing an influx of recently arriving students (RAELs) that require more support than was budgeted for this school year. Currently, our total EL enrollment as of 1/3/24 is 220 students with 36 at the middle school. Thirteen (36%) of our middle school EL students are newly arrived or Level 1 English learners, so there is a higher number of service minutes and support that must be provided per the district Language Instruction Education Plan.

Administration is requesting to hire a seven (7) hour per day English Learner (EL) Educational Assistant for the remainder of the 2023-24 school year Northfield Middle School to support core instructional needs for Level 1 and RAEL students. This additional support will allow us to provide the appropriate service minutes for our middle school EL students. The estimated maximum cost of salary and benefits for a 7.0 hour/day Educational Assistant is \$18,524, with the assumption of a Jan. 24 start date, and end date of June 6, and family benefits. This request will be an item for individual action at the Jan. 22 board meeting.
 - d. Potential 2024 Northfield High School Bond Referendum Update. Superintendent Hillmann reviewed what has taken place thus far regarding the potential 2024 bond referendum to address facility problems at Northfield High School. The decision-making timeline has been updated and was included in the board packet.
6. Consent Agenda
On a motion by Nelson, seconded by Miller, the board unanimously approved the consent agenda.
 - a. Minutes. Minutes of the Regular School Board meeting held on December 11, 2023.
 - b. Gift Agreements. Gift agreements included in the board packet.
 - c. Personnel Items

i. Appointments

1. Alexis Albers, KidVentures Site Assistant for up to 15 hours/week at Bridgewater, beginning 12/27/2023. Step 3-\$15.68/hr.
2. Sean Allen, 1.0 Assistant Track and Field Coach at the High School, beginning 3/11/2024. \$5,383 stipend
3. Anna Bae, KidVentures Site Assistant for up to 17.5 hours/week at Greenvale Park, beginning 12/22/2023-2/20/2024. Step 4-\$16.35/hr.
4. Pamela Bennewitz, Gen Ed EA-Multilingual Student Support for 7 hours/day at the Middle School, beginning 1/2/2024-6/6/2024. Step 2-\$17.03/hr.
5. Abigail Borgerding, Instructor/Swim Assistant with Community Ed Recreation, beginning 2/10/2024-5/31/2024. Step 1-\$14.00/hr.
6. Chris Bovitz, Event Worker at the High School, beginning 12/19/2023. \$45/event.
7. Audrey Downs, KidVentures Student Site Assistant for up to 15 hours/week at Bridgewater, beginning 12/22/2023. Student - \$14.90/hr.
8. Elizabeth Emerson, Special Ed EA PCA for 6.75 hours/day at the High School, beginning 1/24/2024. Step 3-\$17.39/hr. + prorated PCA stipend.
9. Anne Fossum, .58 FTE Assistant Girls Hockey Coach-paid by Booster Club at the High School, beginning 1/3/2024. \$3,000 .58 FTE stipend
10. Diane Frederick, .6 FTE Long Term Substitute Special Education Teacher at the Middle School, beginning 1/2/2024-1/19/2024. MA10, Step 10
11. Estella Freeman, Instructor/Swim Assistant with Community Ed Recreation, beginning 3/5/2024-5/31/2024. Step 1-\$14.00/hr.
12. Shanise Morris, Special Ed EA PCA for 5 hours/day at the Middle School, beginning 1/2/2024. Step 2-\$17.03/hr. + prorated PCA stipend.
13. Amelia Rosenhamer, Instructor/Swim Lead with Community Ed Recreation, beginning 2/10/2024-5/31/2024. Step 2-\$15.25/hr.
14. Lydia Rosenhamer, Instructor/Swim Assistant with Community Ed Recreation, beginning 2/10/2024-5/31/2024. Step 1-\$14.00/hr.
15. Andrea Stowe, 1.0 FTE Long Term Substitute Grade 2 Teacher at Greenvale Park, beginning 4/22/2024-6/6/2024. BA, Step 1
16. Willard Wilson, .3 FTE Assistant Alpine Ski Coach at the High School, beginning 1/3/2024. .3 FTE \$1,497 stipend.
17. Juley Jenkinson, Gen Ed EA-Media for 5.50 hours/day and Supervisory for .25 hours/day at Spring Creek, beginning 1/16/2024. Step 2 - \$17.03/hr.

ii. Increase/Decrease/Change in Assignment

1. Tyler Balow, 1.0 Head Boys and Girls Track and Field Coach at the High School, change to .50 Head Boys Track and Field Coach and .50 Assistant Track and Field Coach at the High School, effective 3/11/2024. Head Coach and Assistant coach \$6,459.50 stipend.
2. Pamela Bennewitz, Gen Ed EA-Multilingual Student Support for 7 hours/day at the Middle School, change to Gen Ed EA-Multilingual Student Support for 7 hours/day at Greenvale Park, effective 1/2/2024-6/6/2024.
3. Russel Boyington, EA at Greenvale Park, add Speech Judge at the High School, effective 12/11/2023. \$77.00/event
4. Brooke Bulfer, HR Generalist at the District Office, add Building Supervisor with Community Ed Recreation, effective 12/18/2023. \$18.39/hr.
5. Sam Dwyer, 1.0 FTE RRR Production Coordinator at the High School, change to .80 FTE RRR Production Coordinator and .25 FTE RRR Vocal Coach at the High School, effective 1/3/2024. .80 FTE \$3,373.60 and .25 FTE \$1,054.25 stipends.
6. Isabel Fleming, KidVentures Site Assistant for up to 15 hours/week at Greenvale Park, change to KV Site Assistant Substitute, effective 1/2/2024.
7. Bob Gregory-Bjorklund, 1.0 FTE RRR Vocal Coach at the High School, change to .75 FTE RRR Vocal Coach at the High School, effective 1/3/2024. .75 FTE \$3,162.75 stipend.
8. Scott Haley, .25 FTE Assistant Girls Hockey Coach at the High School, change to .58 FTE Assistant Girls Hockey Coach-paid by Booster Club at the High School, effective 10/30/2023. .58 FTE \$3,000 stipend
9. Kelly Hebzynski, .50 FTE Head Speech Coach and .50 FTE Assistant Speech Coach at the Middle School, change to 1.0 FTE Head Speech Coach at the Middle School, effective 11/27/2023. \$3,230 stipend

10. Merri Kmoch, KidVentures Site Assistant for up to 15 hours/week at Bridgewater, change to KV Site Assistant Substitute, effective 1/2/2024.
 11. Kyle Korynta, 1.0 Assistant Track and Field Coach at the High School, change to .50 Head Boys Track and Field Coach and .50 Assistant Track and Field Coach at the High School, effective 3/11/2024. Head Coach and Assistant coach \$6,459.50 stipend.
 12. Rylie Lager, KidVentures Site Assistant for up to 15 hours/week at Bridgewater, change to KV Site Assistant Substitute, effective 1/2/2024.
 13. Jill Lauritzen-Kohel, Social Studies and English Teacher at the High School, add Gen Ed Homebound Instruction, effective 12/18/2023-12/21/2023. Lane/step
 14. Sara Lahti, Building Supervisor with Community Education, add Instructor Lead and Instructor Assistant with Community Ed Recreation, effective 2/10/2024-5/31/2024. Step 6 Lead-\$16.25/hr. Assistant-\$15.25/hr.
 15. Sara Redetzke, Special Ed EA for 6.75 hours/day the Middle School, change to Special Ed EA for 6.0 hours/day at the Middle School, effective 9/6/2023.
 16. Deb Seitz, .50 FTE Head Speech Coach and .50 FTE Assistant Speech Coach at the Middle School, change to 1.0 FTE Assistant Speech Coach at the Middle School, effective 11/27/2023. \$2,691 stipend
 17. Rose Taylor, Special Ed EA for 6 hours/day at Spring Creek, change to Spec Ed EA for 6.75 hours/day and General Ed EA .25 hours/day at Spring Creek, effective 12/18/2023.
 18. Abigail Vanyo, Long Term Substitute EarlyVentures Teacher at the NCEC, extend end date to 6/6/2024.
 19. Theresa Wilson, .30 FTE Alpine Assistant Coach, change to .70 FTE Alpine Assistant Coach, effective 12/20/2023. .70 FTE \$3,493 stipend.
 20. Gina Swenson, Teacher at Greenvale Park, add Community School Teacher for up to 8 hours/week at Greenvale Park, effective 1/2/2024-5/17/2024. Lane/Step
- iii. Leave of Absence
1. Tom Dickerson, Special Ed Teacher at the High School, FMLA leave of absence, effective 12/19/2023-12/22/2023.
 2. Sean Dube, English Teacher at the High School, FMLA leave of absence, effective on or about 3/18/2024 - approximately 4/12/2024.
 3. Deborah Russell, Teacher at Spring Creek, FMLA Leave of Absence beginning 1/30/2024-2/5/2024.
- iv. Retirements/Resignations/Terminations
1. Chad Claybaugh, Special Ed Teacher at the Middle School, resignation effective 12/21/2023.
 2. Kyle Fearing JV Head Softball Coach at the High School, resignation effective 12/13/2023.
 3. Jessica Fowers, Child Nutrition Associate at the Middle School, resignation effective 1/16/2024.
 4. Marty Johnson, Tennis Coach at the High School, resignation effective 12/11/2023.
 5. Steve Rinderknecht, Custodian at the NCEC, resignation effective 3/1/2024. Will continue as a substitute custodian.
 6. Paula Seeberg, Teacher at Spring Creek-currently on a leave of absence, retirement effective 5/15/2024.
 7. Krista Sorenson, Gen Ed EA - Media at Spring Creek, resignation effective 1/9/2024.
- d. Financial Report - September 2023. Director of Finance Mertesdorf requested the board approve paid bills totaling \$2,593,209.55, payroll checks totaling \$3,540,897.30, a wire transfer totaling \$150,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$150,024.68 from Frandsen Sweep to Frandsen General, and the financial reports for September 2023. At the end of September 2023 total cash and investments amounted to \$23,466,909.77.
7. Items for Individual Action
- a. Policy Recommendations. On a motion by Butler, seconded by Miller, the board approved the recommended updates to policies 203, 441, 507, 902 and 903 as presented.
 - b. Pay Equity Report. On a motion by Butler, seconded by Stratmoen, the board approved the submission of the January 2024 Pay Equity Report to the Minnesota Department of Management and Budget by January 31, 2024, as required by Minnesota Administrative Rule 3920.0300.

8. Items for Information

- a. Enrollment Report. Superintendent Hillmann reviewed the January 2024 enrollment report.
- b. Public Meeting. The school board will host a public meeting on Monday, January 29, 2024, at Northfield High School. The purpose is to solicit feedback from the public about the potential options to address the facility problems at Northfield High School.

9. Future Meetings, Work Session and Public Meeting

- a. Tuesday, January 16, 2024, 5:30 p.m., Work Session, Northfield High School Media Center
- b. Monday, January 22, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, January 29, 2024, 6:00 p.m., Public Meeting, Northfield High School Auditorium
- d. Monday, February 12, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- e. Monday, February 12, 2024, Closed Board Meeting immediately following the Regular Board Meeting for the purpose of labor negotiations

10. Adjournment

On a motion by Quinnell, seconded by Stratmoen, the board unanimously approved to adjourn at 7:25 p.m.



Amy Goerwitz
School Board Clerk