

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

September 23, 2024
District Office Boardroom

1. Call to Order

School Board Chair Claudia Gonzalez-George called the regular meeting of the Board of Education of Independent School District No. 659 to order at 6:00 p.m. Present: Butler, Goerwitz, Gonzalez-George, Hardy, Nelson and Quinnell. Absent: Miller. 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 Butler, the board unanimously approved the agenda.

3. Public Comment

There were four public comments.

4. Announcements and Recognitions

- Congratulations to senior Soren Powers, who has been selected as a 2025 National Merit Scholarship semifinalist. The National Merit Scholarship Corporation announced approximately 16,000 national semifinalists, representing less than 1 percent of high school seniors in the United States. Soren and the other semifinalists across the country will have an opportunity to continue in the competition for 7,140 National Merit Scholarships worth nearly \$28 million that will be offered next spring.
- Allison Mathews and Noah Berini have been named as Commended Students in the 2025 National Merit Scholarship Program (NMSPP). Commended Students placed among the top 5% of students who entered the 2025 competition by taking the 2024 preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/MNSQT).
- The Sesquicentennial Minute: The superintendent shared a snippet from Bruce Colwell's "City of Schools" book about the history of the school district.
- Superintendent Hillmann has been selected by the Minnesota Community Education Association (MCEA) as the recipient of the 2024 Supportive Administrator of the Year Award. This award is a recognition of his exceptional dedication, leadership, and advocacy for community education in the district.

5. Items for Discussion and Reports

- a. District Youth Council (DYC) Update. DYC co-chairs Annika Reister and Allison Mathews updated the board about the DYC's plans for the 2024-2025 school year.
- b. Greenvale Park Elementary School Improvement Showcase. Greenvale Park Principal Sam Richardson provided the board with an overview of the school's successes and highlights in 2023-2024 and the focus areas for the 2024-2025 school year.

Board member Miller arrived at 6:25 p.m.

- c. Bridgewater Elementary School Improvement Showcase. Bridgewater Principal Nancy Antoine provided the board with an overview of the school's successes and highlights in 2023-2024 and the focus areas for the 2024-2025 school year.

Board member Hardy left the meeting at 6:53 p.m. and returned to the meeting at 6:56 p.m.

- d. Fall 2024 Bond Referendum. Superintendent Hillmann updated the board on the bond referendum informational campaign and highlighted upcoming events.

6. Consent Agenda

On a motion by Hardy, seconded by Miller, the board unanimously approved the consent agenda.

- a. Minutes. Minutes of the Regular School Board meeting held on September 9, 2024.

- b. Gift Agreements. Gift agreements included in the board packet.
- c. Overnight Field Trip. Northfield High School FFA Advisor T.J. Austin requested board approval to take FFA members to the National FFA Convention in Indianapolis, IN, Oct. 22-Oct. 26, 2024.
- d. Financial Reports.
- Director of Finance Mertesdorf requested the board approve paid bills totaling \$2,489,698.23, payroll checks totaling \$3,803,738.79, a wire transfer totaling \$400,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$300,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for May 2024. At the end of May 2024 total cash and investments amounted to \$29,642,560.38.
 - Director of Finance Mertesdorf requested the board approve paid bills totaling \$2,596,234.98, payroll checks totaling \$3,503,055.05, a wire transfer totaling \$350,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$250,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for June 2024. At the end of June 2024 total cash and investments amounted to \$32,963,253.89.
- e. Personnel Items
- i. Appointments
1. Alexander Altermatt, Instructor Assistant with Community Ed Recreation, beginning 9/21/2024-5/31/2025. Step 2-\$14.76/hr.
 2. Scott Broughton, Cross Country Coach at Northfield High School, beginning 9/19/2024 through 11/2/2024. \$4,435 stipend prorated to the number of days in the season that are worked.
 3. Edward French, Event Worker at the High School, beginning 9/12/2024. \$45/77 event.
 4. Melissa Hanson, Secondary Attendance and Family Support Liaison for 6 hours/day at the High/Middle School, beginning 9/26/2024. \$50,000 salary prorated to \$45,087.12 for the 2024-25 school year. (Working 156 of the 173 work days).
 5. Terry Jensen, Special Education EA/PCA at Greenvale Park for 4.5 hours/day, effective 9/26/2024. Step 4, \$18.05/hour + prorated PCA stipend. Salary subject to change upon settlement of the 2024-26 EA contract.
 6. Cala Landsteiner, General Education EA at Bridgewater Elementary for 2.0 hrs/day, effective 9/26/2024. Step 2 - \$17.03/hour. Salary subject to change upon settlement of the 2024-26 EA contract.
 7. Alise Longo, Event Worker at the Middle School, beginning 9/13/2024. \$45/match.
 8. Lilliana Quiroga, Special Ed EA PCA for 6.75 hours/day at the Middle School, beginning 9/23/2024. Step 1 - \$16.66/hr. + PCA Stipend - subject to change upon settlement of 2024-26 agreement.
 9. Marc Robinson, .20 FTE Fall Musical position, beginning 9/20/2024 through 11/17/2024. \$998 stipend.
 10. Faith Torgeson, Special Ed EA PCA for 7 hours/day at the Middle School, beginning 9/23/2024. Step 1 - \$16.66/hr. + PCA Stipend - subject to change upon settlement of 2024-26 agreement.
 11. Kristin Vatter, Building Supervisor for up to 10 hours/week as needed with Community Education, beginning 9/23/2024. \$19.32/hr.
 12. Nancy Veverka, ABE Teacher at the NCEC, beginning 9/23/2024, MA+40, Step 6.
 13. Justine Voronkova, Special Education EA/PCA at the High School for 4.5 hours/day, effective 10/1/2024. Step 1, \$16.66/hour + prorated PCA stipend. Salary subject to change upon the settlement of the 2024-26 contract with Educational Assistants.
 14. Zehou Zhao, Instructor Lead with Community Ed Recreation, beginning 9/16/2024-5/31/2025. Step 4-\$16.32/hr.
 15. Jennifer Bowens, Special Ed EA PCA for 6.5 hours/day and Gen Ed EA Supervision for .50 hours/day at the High School, beginning 9/26/2024. Step 4, \$18.05/hour + prorated PCA stipend. Salary subject to change upon settlement of the 2024-26 EA contract.
 16. Correction: McKenzie Foley, 1.0 FTE Fourth Grade Teacher at Bridgewater, beginning 8/22/2024. BA, Step 6.

17. Estella Freeman, Instructor Lead with Community Ed Recreation, beginning 9/21/2024-5/31/2025. Step 2-\$15.80/hr.
 18. Aubree Klein, Instructor Assistant with Community Ed Recreation, beginning 9/28/2024 - /31/2025. Step 4 - \$15.28/hr.
 19. Brennan Ludwig, 1.0 FTE Custodian Engineer at the High School, beginning 10/7/2024. Step 5-\$29.06/hr. + \$0.30/hr night lead stipend.
 20. Kari Selchow, 1.0 FTE Long Term Substitute Grade 3 Teacher at Greenvale Park, beginning 9/23/2024-10/14/2024. Daily sub rate.
- ii. Increase/Decrease/Change in Assignment
1. Alexander Altermatt, Instructor Assistant with Community Ed Recreation, add Instructor Lead with Community Ed Recreation, effective 9/21/2024-5/31/2025. Step 2-\$15.80/hr.
 2. Natalie Amy, Guidance Counselor at the Middle School, add Event Worker at the High School, effective 9/11/2024.
 3. Adriana Bermudez, Early Childhood Special Ed EA for 28.5 hours/week at the NCEC, add Gen Ed EA for for 1 hour/week at the NCEC, effective 9/11/2024.
 4. Lynnsey Carlsen, Special Ed EA for 30.25 hours/week at Bridgewater, add .75 hours/week at Bridgewater, effective 9/16/2024.
 5. Robert Coleman, Gen Ed EA for 5 hours/day at Spring Creek, change to Gen Ed EA for 5.75 hours/day at Spring Creek, effective 9/3/2024.
 6. Michele Cruz, Child Nutrition Associate at the Middle School, add KidVentures Site Assistant for up to 11 hours/week at Greenvale Park, effective 9/16/2024. Step 1, \$17.80/hour.
 7. Natalie Deane, Special Ed Teacher Greenvale Park, add Bridges Math Implementation Lead at Greenvale Park, effective 7/1/2024-6/6/2025. \$1,000 stipend.
 8. Brent Dunkelberger, Math Teacher at the Middle School, add Targeted Services Teacher at the Middle School Youth Center for 1.25 hour/day Monday-Thursday. \$40/hour.
 9. Catherine Lovrien, Teacher at the Middle School, add Event Worker at the High School, effective 9/10/2024.
 10. Armando Martinez Rosas, Night Engineer at the High School, change to Head Custodian at Greenvale Park, effective 8/30/2024. Step 5 Head Custodian.
 11. Beth McClune, Special Ed EA PCA for 6.25 hours/day and Special Ed Bus EA for 1.25 hours/day at the Middle School, change to Special Ed EA PCA for 6.416 hours/day and Special Ed Bus EA for 1.25 hours/day at the Middle School, effective 9/11/2024-6/6/2025.
 12. Karen Murphy, Night Engineer at the Middle School, change to Temporary Head Custodian at the Middle School, effective 8/1/2024-9/6/2024.
 13. Brody Nygaard, KidVentures Student Site Assistant for up to 40 hours/week at Spring Creek, change to KidVentures Student Site Assistant for up to 15 hours/week at Greenvale Park, effective 9/12/2024.
 14. Katie Rimmey, Special Ed EA for 6.75 hours/day at the Middle School, change to Special Ed EA for 6.92 hours/day at the Middle School, effective 9/17/2024-6/6/2025.
 15. Libby Stanton, Early Childhood Teacher and Screener for .69 FTE Teacher at the NCEC, Change to Early Childhood Teacher for .73 FTE Teacher and Screener for up to 11 hours/week at the NCEC, effective 9/16/2024.
 16. Jade Suhsen, Special Ed EA for 17.5 hours/week at the NCEC, change to Special Ed EA for 17.75 hours/week at the NCEC, effective 9/11/2024-6/6/2025.
 17. Lilian Tharp, .5 FTE Special Ed Teacher at the NCEC, change to .568 FTE Special Ed Teacher at the NCEC, effective 9/11/2024-6/6/2025.
 18. Beth E Winter, Special Ed EA for 3.75 hours/day and Gen Ed EA for 3.5 hours/day at Greenvale Park, change to Special Ed EA for 3.55 hours/day and Gen Ed EA for 3.25 hours/day at Greenvale Park, effective 9/3/2024.
 19. Laura Vind, Special Ed EA for 28.75 hours/week and Gen Ed EA for 2.5 hours/week at the High School, change to Special Ed EA for 29.75 hours/week and Gen Ed EA for 2.5 hours/week at Greenvale Park, effective 9/13/2024-6/6/2025.
 20. Jasmine Bos, Special Ed EA and KidVentures Site Assistant at Bridgewater/Greenvale Park, change to Special Ed EA for 6.75 hours/day at Bridgewater, effective 9/23/2024.
 21. Robyn Dietz, EA-Media Floater with the District, add Event Worker at the High School, effective 9/20/2024.
 22. Kimberly Kohaut, Summer Site Leader with Community School, change to Community School Site Lead for up to 30 hours/week at Greenvale Park, effective 8/12/2024.

23. Josh Spitzack, Teacher at the Middle School, add Assistant Boys Basketball Coach 9B at the High School, effective 11/18/2024. \$4,435 stipend.
24. Jade Suhsen, Early Childhood EA for 17.75 hours/week at the NCEC, change to Early Childhood EA for 18 hours/week at the NCEC, effective 9/18/2024-6/6/2025.
25. Grace Swanson, Summer Site Leader with Community School, change to Community School Site Lead for up to 30 hours/week at Bridgewater, effective 8/12/2024.
26. Mason Zick, PE Teacher at the Middle School, add Assistant Boys Basketball Coach at the High School, effective 9/19/2024. \$5,544 stipend.

iii. Leave of Absence

1. Peggy Christensen, CNA I at Bridgewater Elementary, medical leave of absence beginning 9/13/2024. Return to work date is still to be determined.
2. Kristine Farmer, Office Generalist at the NCEC, medical leave of absence, beginning 10/24/2024-1/24/2025.
3. Naomi Golden, Teacher at the High School, FMLA Leave of Absence, beginning 11/25/2024 through the end of the 2024-2025 school year.
4. Danielle Goodfellow, EarlyVentures Teacher at the NCEC, FMLA Leave of Absence, beginning 10/23/2024-11/20/2024.
5. Craig Johnson, FMLA leave beginning 10/3/2024 through 10/11/2024.

iv. Retirements/Resignations/Terminations

1. Anna Hershberger, Media Center EA at Greenvale Park, resignation effective 9/20/2024.
2. Christopher Scoville-Riazi, Art Teacher at the ALC, resignation effective 9/18/2024.
3. Wendy Newman, Administrative Assistant at the NCEC, resignation effective 9/25/2024.
4. Jasmine Bos, KidVentures Site Assistant with Community Education, resignation effective 9/23/2024. Will continue as an EA.
5. Terry Jensen, EA at Greenvale Park, declined position effective 9/23/2024.

7. Items for Individual Action

- a. LMR Media Contract. On a motion by Butler, seconded by Hardy, the board approved the LMR Media contract for the time frame September 1, 2024 - August 31, 2029 as presented.
- b. NCC Builders Contract. On a motion by Nelson, seconded by Miller, the board approved the NCC Builders contract for the time frame July 1, 2024 - June 30, 2029 as presented.
- c. Proposed 2024 Payable 2025 Preliminary Property Tax Levy. Director of Finance Mertesdorf, reviewed the levy certification timelines and analysis of the preliminary levy. The amount of the preliminary levy for 2025 is \$21,836,963.45 and represents a 0.50% decrease over last year. This represents the maximum levy amount as of this publication.
On a motion by Gonzalez-George, seconded by Butler, the board certified to County Auditors the 2024 Payable 2025 Preliminary Levy Limitation and Certification at the maximum authority.

8. Items for Information

- a. Retired Educators Luncheon. Board members are invited to attend the district's annual retired educators luncheon on Friday, October 4. The luncheon will be held at Ruth's on Stafford beginning at 11:30 a.m. If you plan to attend please RSVP to Anita Aase no later than Sept. 26.

9. Future Meetings

- a. Monday, October 14, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, October 28, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Tuesday, November 12, 2024, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

10. Adjournment

On a motion by Quinnell, seconded by Nelson, the board unanimously approved to adjourn the regular board meeting at 8:24 p.m.



Amy Goerwitz
School Board Clerk