

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

October 10, 2022

District Office Boardroom

1. Call to Order

Board Chair Claudia Gonzalez-George called the Regular meeting of the Northfield Board of Education of Independent School District No. 659 to order at 6:00 p.m. Present: Baraniak, Butler, Goerwitz, Gonzalez-George, Pritchard, Quinnell and Stratmoen. Absent: None. This meeting was open to the public, live-streamed and recorded, and access to the recording was posted to the school district website.

2. Land Acknowledgement Statement

The meeting was held on Indigenous Peoples Day. The school board adopted Policy 950 which formalized a statement from the Northfield School District that recognizes and respects Indigenous peoples as traditional stewards of this land and the enduring relationship that exists between Indigenous peoples and their traditional territories. Northfield High School student and District Youth Council Equity and Inclusion Subcommittee Chair Maddie Bussmann read the land acknowledgement statement: "The Northfield School District recognizes that we reside on the homeland of the Wahpekute Tribe of the Dakota Nation. We acknowledge the wrongdoings, previous and ongoing, and strive to repair and strengthen our relations with Indigenous peoples."

3. Agenda Approval/Table File

On a motion by Quinnell, seconded by Goerwitz, the board unanimously approved the agenda.

4. Public Comment

There was no public comment.

5. Announcements and Recognitions

- We are proud to announce the following individuals and team were inducted into the Northfield High Athletic Hall of Fame. Congratulations to Morgan Zavel, Class of 2010; Bri Zabel, Class of 2007; Anthony Jacobs, Class of 2007; Girls Swim & Dive State Championship Team, Class of 1998; Megan Daymont Thomas, Leah Hausen, Sawra Maurer, Sonia Karimi Zechmann, Betsy Allen, Kristin England, Sarah Perrott, Doug Davis, Cindy Boyum; James Heinen, Class of 1987; Bubba Sullivan, Class of 1985; Rieber Paulson, Class of 1955.

6. Items for Discussion and Reports

- a. District Health Insurance Recommendation. Human Resources Director Molly Viesselman and Director of Finance Val Mertesdorf reviewed the district's health insurance renewal process and presented their recommendation to the board. George Vander Weit from OneDigital was available for questions.

The district has historically strived to maintain a contribution of approximately 80% of the total premium. Our recommendation is a Memorandum of Understanding to make the district contribution \$583.26 for single and \$1,774.40 for family (80% of the 2023 premium). In the spring of 2023 when the district negotiates with the NEA, we recommend using this level of district contribution as the base. This will be the district's new operating level for the foreseeable future.

Directors Mertesdorf and Viesselman indicated the strong opinion that the recommendation aligns with the district's strategic commitment to People. The health plan has been one of the district's strongest recruitment and retention tools. This proposal would cost an additional \$1.45 million over the 2021 rates (an additional \$450,000 over what was already authorized for one year). The estimated district contribution would increase from \$5.4 million in 2021 to \$7.5 million for 2023.

This will be an item for individual action at the next board meeting.

- b. Review and Comment. As required by Minnesota Statute 123B.71, subdivision 12, Superintendent Hillmann presented the Minnesota Department of Education's positive Review and Comment letter regarding the two question capital projects levy associated with the November 8, 2022 referendum.
- c. Policy Committee Recommendations. Dr. Hillmann presented the policy committee's recommendations on policies 630 and 646, and the recommendation to sunset policies 648, 649 and 650. This will be an item for individual action at the next board meeting. Dr. Hillmann shared with the board a procedure to expedite policy changes recommended by MSBA based on legislative changes, and shared a recommended policy style guide that will also allow expediting non-substantive policy updates.
- d. Superintendent Operations & Strategic Plan Update. Dr. Hillmann provided an update about district operations which included the community school expansion at Bridgewater and Spring Creek, district advisory committee work, the progress on the facility project survey, a capital projects levy update, and a recap of the Minnesota Association of School Administrators conference.

7. Consent Agenda

On a motion by Pritchard, seconded by Goerwitz, the board unanimously approved the consent agenda.

a. Minutes

- Minutes of the Regular School Board meeting held on September 26, 2022

b. Gift Agreements

- \$3,093.20 from Spring Creek PTO for BrainPOP subscription
- \$5,326.50 from Northfield Booster Club, Inc: \$3,326.50 for new ice machine in trainer room; \$2,000.00 for new volleyball standards
- \$6,000.00 from Dakota Electric Association to purchase equipment for the technology and engineering department's shops and classroom

c. Financial Reports

Financial Report - March 2022. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$2,295,436.85, payroll checks totaling \$3,434,989.76, a wire transfer totaling \$550,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$350,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for March 2022. At the end of March 2022 total cash and investments amounted to \$24,075,358.87.

Financial Report - April 2022. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$2,005,132.83, payroll checks totaling \$3,710,745.81, a wire transfer totaling \$700,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$450,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for April 2022. At the end of April 2022 total cash and investments amounted to \$25,360,514.18.

Financial Report - May 2022. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$3,702,378.95, payroll checks totaling \$3,602,710.84, a wire transfer totaling \$550,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$450,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for May 2022. At the end of May 2022 total cash and investments amounted to \$29,454,400.96.

Financial Report - June 2022. Director of Finance Val Mertesdorf requested the board approve paid bills totaling \$2,164,502.59, payroll checks totaling \$3,445,475.35, a wire transfer totaling \$300,000.00 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$200,000.00 from Frandsen Sweep to Frandsen

General, and the financial reports for June 2022. At the end of June 2022 total cash and investments amounted to \$32,522,500.96.

d. Personnel Items

i. Appointments

1. Dylan Belangeri, Child Nutrition Student Associate for up to 1 hour/day at the ALC, beginning 10/12/2022. \$10.33/hr.
2. Mary Davis, High School Accompanist, beginning 10/3/2022; \$30.00/hr. per direction from Director.
3. Kiera Hasan, Targeted Services MSYC Site Assistant for up to 2 hours/day Mon.- Thurs. at the Middle School, beginning 10/4/2022-5/26/2023; Step 1-\$14.50/hr.
4. Page Kassner, Community School After School Site Assistant for up to 2 hours/day Mon.- Thurs. at Greenvale Park, beginning 9/29/2022-5/26/2023; Step 1-\$14.50/hr.
5. Margarita Marcial, 1.0 FTE Night Custodian Tuesday-Saturday at the High School, beginning 10/18/2022. Step 1-\$19.00/hr.
6. Peter Maus, 1.0 FTE Long Term Substitute ALC Mathematics Teacher beginning on or about 2/13/2023-6/9/2023; MA, Step 10.
7. Allyson Bernstorff, 1.0 Office Specialist Class III at Spring Creek, beginning 10/10/2022; Class III, Step 3 - \$22.07/hr.
8. Mackenzie Closson, .7 Assistant Alpine Ski Coach at the High School, beginning 11/14/2022; 70% of \$4,570 stipend
9. Brooklyn Sexton, .5 Assistant Dance Team Coach at the High School, beginning 10/24/2022; .50 - \$2,285 Step 2
10. Liv Sorenson, Community School After School Site Assistant for up to 2 hours/day Mon.-Thurs. at Spring Creek, beginning 10/11/2022-5/26/2023; Step 1-\$14.50/hr.
11. Kelly Stanton-Nutt, .5 Assistant Dance Team Coach at the High School, beginning 10/24/2022; .50 - \$2,285
12. John Watkins, Program Site Supervisor/Scheduler with Community Ed Recreation, beginning 10/5/2022-5/31/2023; \$14.64/hr.

ii. Increase/Decrease/Change in Assignment

1. Janet Amundson, Special Ed EA at the Middle School, add Special Ed EA PCA Extra-curricular/non-academic activities for 1.75 hours/day Mon.-Thurs. with the District, effective 10/3/2022-6/9/2023.
2. Mairin Born, Teacher at Spring Creek, add Community School Teacher for up to 2 hours/day Mon.- Thurs. at Spring Creek, beginning 10/3/2022-6/9/2023; Yr. 1-\$27.11/hr.
3. Rachael Caspers, District Office Receptionist Class II, change to .60 FTE Administrative Support for Child Nutrition Class IV and .40 FTE District Office Receptionist Class II, effective 10/3/2022-4/5/2023.
4. Christina Chappius, Special Ed EA at Spring Creek, add Special Ed EA PCA Extra-curricular/non-academic activities for 1 hour/day Mon.-Thurs. with the District, effective 10/3/2022-6/9/2023.
5. Jan Ensrud, Teacher at the Middle School, add MSYC Teacher for up to 2 hours/day Mon.-Thurs at the Middle School, effective 10/10/2022-5/26/2023. Yr. 3-\$27.11/hr.
6. Brenda Hand, Community School Teacher for up to 2 hours/day on Wednesdays at Bridgewater, add Community School Club Leader for up to 2 hours/day Mon.-Thurs. after school at Bridgewater, effective 10/3/2022-5/25/2023. \$23.65/hr.
7. DeEtte Harris, 1.0 FTE Administrative Assistant at Spring Creek, change to Supervisory/Instructional Educational Assistant for 7 hours/day at Spring Creek, effective 10/3/2022; \$20.20/hr.
8. Sam Healy, Teacher at Spring Creek, add Community School Teacher for up to 2 hours/day Mon.- Thurs. at Spring Creek, beginning 10/3/2022-6/9/2023; Yr. 1-\$27.11/hr.
9. Kelly Hebzynski, Teacher at the Middle School, add Assistant Student Council Advisor - 50% stipend for 2021-2022 effective 9/7/2021.
10. Joanna McLees, Special Ed EA PCA for 20 hours/week NB program and 16 hours/week in ECSE at the NCEC, change to Special Ed EA PCA for 17.5 hours/week NB program and 16 hours/week in ECSE at the NCEC,, effective 9/27/2022.
11. Beth Momberg, Special Ed EA PCA for 20 hours/week NB program and 14 hours/week in ECSE at the NCEC, change to Special Ed EA PCA for 17.5 hours/week NB program and 14 hours/week in ECSE at the NCEC, effective 9/27/2022.
12. Sydney Rodgers, Teacher at Bridgewater, add Community School Teacher for up to 3 hours/day Thursdays at Bridgewater, beginning 10/3/2022-5/25/2023; Yr. 1-\$27.11/hr.
13. Deb Seitz, Teacher at the Middle School, add Assistant Student Council Advisor - 50% stipend for 2021-2022 effective 9/7/2021.
14. Bernard Selwan, Teacher at the High School, add Math League Advisor at the Middle School, effective 10/10/2022. \$3,047 stipend

15. Katrina Warner, Educational Assistant at Bridgewater, add Community School Club Leader for up to 2 hours/day Mon.-Thurs. after school at Bridgewater, effective 10/3/2022-5/25/2023. \$23.65/hr.
 16. Theresa Wilson, .7 Alpine Assistant Coach at the High School, change to .3 Alpine Assistant Coach at the High School, effective 11/14/2022.
 17. Updated: Rose Brison, CNA II for 6.25 hours/day at the High School, change to CNA II for 7.50 hours/day at the High School, effective 8/29/2022-10/25/2022.
 18. Jocelyn Giefer, 1.0 Assistant Dance Team Coach at the High School, change to .5 Assistant Dance Team Coach at the High School, effective 10/24/2022; \$2,285 stipend
 19. Updated: Noelle Gilomen, CNA I 3 hours/day at the High School, change to CNA I for 5.25 hours/day at the High School, effective 8/29/2022-10/25/2022.
 20. Leanne King, EA at Spring Creek, add Community School Club Leader for up to 2 hours/day Mon.-Thurs. at Spring Creek, effective 10/3/2022-5/26/2022; \$23.65/hr.
 21. Updated: Brenda Lau Toilolo, CNA I - 3.0 hours/day at the High School, change to CNA I for 3.75 hours/day at the High School, effective 8/29/2022-10/25/2022.
 22. Updated: SueAnn Lepinski, CNA II for 5.5 hours/day at the High School, change to CNA II for 7.25 hours/day at the High School, effective 8/29/2022-10/25/2022.
 23. Beth McClune, Special Ed EA PCA for 6.75 hours/day at the Middle School, change to Special Ed EA PCA for 7 hours/day at the Middle School, effective 9/12/2022-6/9/2023.
 24. Updated: Michelle Murphy, CNA I - 3 hours/day at the High School, change to CNA I for 5.25 hours/day at the High School, effective 8/29/2022-10/25/2022.
 25. John Sand, Teacher at the High School, add Event Worker at the High School, effective 10/4/2022.
 26. Bernard Selwan, Teacher at the High School, add Math League Advisor for the 2022-2023 school year at the Middle School, effective 10/10/2022; \$3,047 stipend
 27. Brooklyn Sexton, .5 Assistant Dance Team Coach at the High School, change to 1.0 Assistant Dance Team Coach at the High School, effective 10/24/2022. \$4,570 stipend
 28. John Watkins, Site Supervisor with Community Ed Recreation, add Event Worker with the High School, effective 10/12/2023.
 29. Updated: Dianne Wolbeck, CNA II for 7.25 hours/day at the High School, change to CNA II for 7.75 hours/day at the High School, effective 8/29/2022-10/25/2022.
- iii. Leave of Absence
1. Johan Ponciano Conde, Special Education PCA at the High School, leave of absence beginning on October 25, 2022 through November 7, 2022.
- iv. Retirements/Resignations/Terminations
1. Flavia Berg, Early Childhood Family Educator at the NCEC, resignation effective 9/15/2022.
 2. Denise Halvorson, Middle School Speech Coach, resignation effective 9/25/2022.
- v. TRA Part-Time Teacher Program
- The board is requested to authorize participation for the following teacher to participate in the TRA Part-Time Teacher Program, whereby the teacher who qualifies can personally purchase TRA service credit at no cost to the Northfield School District.
1. Brian Stevens

8. Items for Individual Action

9. Items for Information

- a. Enrollment Report. Superintendent Hillmann shared the October 2022 enrollment report.
- b. Farm-to-School Luncheon at Spring Creek. On Thursday, Oct. 27 Spring Creek Elementary Child Nutrition Department will be hosting state and local leaders along with farm to school advocates for lunch. The event will be held from 10:40 am—12 pm with lunch served at approximately 11 am. Board members are invited to attend. Please contact Stephany Stromme, Director of Child Nutrition, to RSVP.
- c. School Lunch Week is Oct. 10-14, 2022. The National School Lunch Program (NSLP) provides low-cost or free lunches to children and operates in nearly 100,000 public and nonprofit private schools (grades PreK–12) and residential child care institutions. In fiscal year 2019, before the Coronavirus pandemic, the program provided 4.9 billion lunches at a total cost of \$14.2 billion. We are grateful for Stephany Stromme, Director of Child Nutrition, and all of our child nutrition staff who serve our district students each and every day.
- d. School Bus Safety Week is Oct. 17-21, 2022. National School Bus Safety Week is a time for parents, students, teachers, motorists, school administrators, and other interested parties, to join forces and address the

importance of school bus safety. We are grateful to Benjamin Bus and all school bus operators who serve our district students every school day.

- e. Veteran Day Assembly at Bridgewater. Bridgewater will hold their Annual Veterans Day Assembly on Friday, Nov. 11 at 9:00 a.m. in the gymnasium. School board members are invited to attend.

10. Future Meetings

- a. Monday, October 24, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- b. Monday, November 14, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, November 28, 2022, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment

On a motion by Stratmoen, seconded by Baraniak, the board adjourned at 7:35 p.m.

Noel Stratmoen
School Board Clerk