

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

October 14, 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. The Land Acknowledgement Statement was read by District Youth Council co-chair Allison Mathews.
3. Agenda Approval/Table File  
On a motion by Quinnell, seconded by Goerwitz, the board unanimously approved the agenda.
4. Public Comment  
There were no public comments.
5. Announcements and Recognitions
  - Chair Gonzalez-George shared examples of the actions the Northfield School District is engaged in to recognize our Indigenous families and students.
  - The Community School report was shared with board members. This report detailed the results of the tenth year of Community School programming and included data from Greenvale Park, Spring Creek, and Bridgewater Elementary schools.
  - Travis Pasch was recognized by The Minnesota Educational Facilities Management Professionals Association. Travis earned the 2024 Facilities Award of Excellence for the MASMS Southern Chapter Award. This award recognizes an outstanding facility worker who is not in a management position. The recipient is selected from nominations based on seven criteria: exemplary work ethic, stewardship of school property, creativity and initiative, promoting sustainability methods, mentoring others, and positively representing the community.
6. Items for Discussion and Reports
  - a. Instructional Services Report: MCA and Attendance Overview. Director of Instructional Services Hope Langston reported on the district's Minnesota Comprehensive Assessment (MCA) results and Instructional and Systems Coach Carrie Duba provided an overview of the district's three-year state-funded attendance pilot.
  - b. Special Services FTE Request. Director of Special Services Sara Pratt requested 1.0 FTE additional licensed special education resource teacher at Spring Creek Elementary. There is an increase in the number of students receiving services and an increased need for social/emotional/behavioral services. The total projected cost of salary and benefits is \$91,716 with approximately 70% of the salary reimbursed through special education revenue for a net cost of \$27,515. This calculation assumes an anticipated hire date of Nov. 1, 2024.  
  
On a motion by Butler, seconded by Quinnell, the request for 1.0 FTE additional licensed special education resource teacher at Spring Creek Elementary was moved to an item for individual action.
  - c. Superintendent State of the District Overview. Superintendent Hillmann presented an overview of the district's strategic plan implementation, progress toward its benchmarks, and areas of focus.
  - d. Policy Committee Recommendations. Dr. Hillmann presented the policy committee's recommended updates to policies 207, 509, 512, and 513. This will be an item for individual action at the next board meeting.
  - e. Fall 2024 Bond Referendum. Superintendent Hillmann updated the board on the bond referendum informational campaign and highlighted upcoming events.

7. Consent Agenda

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

- a. Minutes. Minutes of the Regular School Board meeting held on Sept. 23, 2024.
- b. Gift Agreements. Gift agreements included in the board packet.
- c. Overnight Field Trip. Northfield High School Nordic Ski Team Coach Craig Cardinal requested board approval to take the high school nordic ski team to train at ABR ski trails in Michigan, Dec. 26-28, 2024.
- d. Financial Report. Director of Finance Mertesdorf requested the board approve paid bills totaling \$3,383,302.86, payroll checks totaling \$3,268,049.55, bond payments in the amount of \$787,504.38, a wire transfer totaling \$350,000 from Frandsen General to Frandsen Sweep, a wire transfer totaling \$350,000.00 from Frandsen Sweep to Frandsen General, and the financial reports for July 2024. At the end of July 2024 total cash and investments amounted to \$26,669,510.11.
- e. Personnel Items
  - i. Appointments
    1. Caroline Bussmann, 1.0 FTE Administrative Support Assistant Class IV at the NCEC, beginning 10/28/2024. Step 2-\$24.95/hr.
    2. Chelsey Headrick, Gen Ed EA Media for 5.5 hours/day at Greenvale Park, beginning 10/14/2024. Step 2-\$17.03/hr.
    3. Emyla Lewis, Community School Club Leader for up to 15 hours/week at Greenvale Park, beginning 9/26/2024-5/15/2025. \$25.53/hr.
    4. Osiris Perez, Community School Student Site Assistant for up to 15 hours/week at Greenvale Park, beginning 9/26/2024-5/15/2025. Step 1- \$15.66/hr.
    5. Emily Sanchez, Community School Site Assistant for up to 15 hours/week at Greenvale Park, beginning 9/26/2024-5/15/2025. Step 2- \$18.43/hr.
    6. Emily Sanchez, Community School Club Leader for up to 15 hours/week at Greenvale Park, beginning 9/26/2024-5/15/2025. \$25.53/hr.
    7. Lindsay Svien, General Ed EA-Kindergarten for 5 hours/week at Greenvale Park, beginning 10/7/2024. Step 4-\$18.05/hr. - subject to change upon settlement of 2024-26 EA contract.
    8. Vanessa Winter, Community School Student Site Assistant for up to 6 hours/week at Bridgewater, beginning 9/26/2024-5/15/2025. Step 2- \$16.07/hr.
    9. Stephanie Graff, Building Supervisor with Community Education, beginning 11/2/2024. \$19.32/hr.
    10. Anya Haas, EarlyVentures Float Teacher for 40 hrs/week at the NCEC, beginning approximately 10/17/2024 - 6/6/2025. Step 1-\$19.06/hr.
  - ii. Increase/Decrease/Change in Assignment
    1. Sheila Atkinson, EA at Bridgewater, add Community School Club Leader for up to 6 hours/week at Bridgewater, effective 9/26/2024-5/15/2025. \$25.53/hr.
    2. Paula Baragary, Teacher at Spring Creek, add Community School Teacher for up to 6 hours/week at Spring Creek, effective 9/26/2024-5/15/2025. \$40/hr.
    3. Pamela Bennewitz, EA and Community School Site Assistant, add Community School Club Leader for up to 15 hours/week at Greenvale Park, effective 10/1/2024-5/15/2025. \$25.53/hr.
    4. Mairin Born, Community School Teacher for up to 8 hours/week at Spring Creek, change start date to 9/26/2024-5/15/2025.
    5. Russel Boyington, Community School Club Leader for up to 10 hours/week at Greenvale Park, change start date to 9/26/2024-5/15/2025.
    6. Kristen Cade, Teacher at Bridgewater, add Community School Teacher for up to 6 hours/week at Bridgewater, effective 9/26/2024-5/15/2025. \$40/hr.
    7. Pam Charlton, Teacher at Greenvale Park, add Community School Teacher for up to 6 hours/week at Greenvale Park, effective 9/26/2024-5/15/2025. \$40/hr.
    8. Ashley Douglas, Community School Club Leader for up to 8 hours/week at Greenvale Park, change start date to 9/26/2024-5/15/2025.
    9. Ana Gallego, Community School Club Leader for up to 12 hours/week at Greenvale Park, change start date to 9/26/2024-5/15/2025.

10. Guadalupe Gallego, Community School Student Site Assistant for up to 12 hours/week at Greenvale Park, change start date to 9/26/2024-5/15/2025.
11. Paige Haley, 1.0 FTE Head Varsity Girls Hockey Coach at the High School, change to .50 FTE Head Varsity Girls Hockey Coach and .50 FTE Assistant Girls Hockey Coach at the High School, effective 10/28/2024. \$6,653 stipend for both positions.
12. Brenda Hand, Community School Teacher for up to 8 hours/week at Bridgewater, change start date to 9/26/2024-5/15/2025.
13. Gretchen Heil, Community School Teacher for up to 6 hours/week at Spring Creek, change start date to 9/26/2024-5/15/2025.
14. Ella Hillis, Community School Club Leader/Site Assistant for up to 15 hours/week at Greenvale Park, change start date to 9/26/2024-5/15/2025.
15. Roanne Johnson, Teacher at Bridgewater, add Community School Teacher for up to 6 hours/week at Bridgewater, effective 9/26/2024-5/15/2025. \$40/hr.
16. Melanie Klein, Teacher at Spring Creek, add Community School Teacher for up to 10 hours/week at Spring Creek, effective 9/26/2024-5/15/2025. \$40/hr.
17. Kristi Kortuem, Teacher at the High School, add Master's Swim Club Coach with Community Ed Recreation, effective 10/7/2024-5/31/2025. \$90/hr.
18. Jeff LaPanta, 1.0 FTE Assistant Girls Hockey Coach at the High School, change to .50 FTE Head Varsity Girls Hockey Coach and .50 FTE Assistant Girls Hockey Coach at the High School, effective 10/28/2024. \$6,653 stipend for both positions.
19. Leslie Miller Gordinier, Teacher at Bridgewater, add Community School Teacher for up to 6 hours/week at Bridgewater, effective 9/26/2024-5/15/2025. \$40/hr.
20. Diane Nagy, Teacher at Bridgewater, add Community School Teacher for up to 6 hours/week at Bridgewater, effective 9/26/2024-5/15/2025. \$40/hr.
21. Jodie Rud, Teacher at Spring Creek, add Community School Teacher for up to 10 hours/week at Spring Creek, effective 9/26/2024-5/15/2025. \$40/hr.
22. Rebekka Schrank, Teacher at Spring Creek, add Community School Teacher for up to 10 hours/week at Spring Creek, effective 9/26/2024-5/15/2025. \$40/hr.
23. Lindsay Svien, Gen Ed EA at Greenvale Park, add Special Ed EA PCA-DCD for 10 hours/week at Greenvale Park, effective 10/7/2024.
24. Lori Taylor-Libbey, .60 FTE MTSS/ADSIS and .10 FTE Spanish Teacher at the High School, add .20 FTE EL Teacher at St. Dominic, effective 10/7/2024-6/6/2025.
25. Correction: 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 the High School, effective 9/13/2024-6/6/2025.
26. Katrina Warner, EA at Bridgewater, add Community School Club Leader for up to 10 hours/week at Bridgewater, effective 9/26/2024-5/15/2025. \$25.53/hr.
27. Madison Anderson, .40 FTE Art Teacher at the High School, add .60 FTE Art Teacher at the ALC, effective 11/1/2024.
28. Sara Redetzke, Special Ed EA and Crossing Guard AM at the Middle School, change to Special Ed EA at the Middle School, effective 10/7/2024.

iii. Leave of Absence

1. Rose Brison, Child Nutrition Associate at the High School, Leave of Absence beginning 12/4/2024-1/2/2025.
2. Julie Erickson, Early Venture Teacher at the NCEC, FMLA leave beginning 9/30/2024 through 10/9/2024.
3. Samantha Shimota, Nurse at the NCEC, FMLA Leave of Absence beginning 12/10/2024 - 3/4/2025.
4. Updated: Michelle Sonnega, English/Language Arts teacher at the High School, 1.0 FTE unpaid leave of absence from 1/3/2025 through 1/31/2025.
5. Adriana Bermudez Araujo, Special Education EA/PCA at the NCEC, FMLA leave of absence beginning on or about 11/30/2024 through the end of the 2024-25 school year.
6. Updated: Michelle Sonnega, English/Language Arts teacher at the High School, 1.0 FTE unpaid leave of absence from 1/2/2025 through 1/31/2025.

iv. Retirements/Resignations/Terminations

1. Deb Pack, Special Ed EA at the High School, retirement effective 1/17/2025.
2. Stephanie Wilson, Early Ventures Teacher at the NCEC, resignation effective 9/18/2024.

8. Items for Individual Action

- a. Resolution of School Board Supporting FORM A Application to Minnesota State High School League Foundation. On a motion by Gonzalez-George, seconded by Butler, the board approved by roll call, the Resolution of the School Board Supporting a FORM A Application to the Minnesota State High School League Foundation. Voting “yes” was Butler, Goerwitz, Hardy, Nelson, Quinnell and Gonzalez-George. No one voted “no”.
- b. Resolution of School Board Supporting FORM B Application to Minnesota State High School League Foundation. On a motion by Quinnell, seconded by Goerwitz, the board approved by roll call, the Resolution of the School Board Supporting a FORM B Application to the Minnesota State High School League Foundation. Voting “yes” was Butler, Goerwitz, Hardy, Nelson, Quinnell and Gonzalez-George. No one voted “no”.
- c. Amended Land Purchase Agreement. On a motion by Hardy, seconded by Nelson, the board approved an amendment to the Gleason Road property purchase agreement which extends the dates of contingencies and closing to June 1, 2025.
- d. Special Services FTE Request. On a motion by Gonzalez-George, seconded by Hardy, the board approved the request for 1.0 FTE additional licensed special education resource teacher at Spring Creek Elementary as presented.

9. Items for Information

- a. Enrollment Report. Dr. Hillmann reviewed the October 2024 enrollment report.
- b. National School Lunch Week. National School Lunch Week will be celebrated Oct. 14-18, 2024. The National School Lunch Program (NSLP) serves nearly 30 million children every school day. President John F. Kennedy created National School Lunch Week (NSLW) in 1962 to promote the importance of a healthy school lunch in a child’s life and the impact it has inside and outside of the classroom. We appreciate and thank all child nutrition staff in our district.
- c. National School Bus Safety Week. National School Bus Safety Week is Oct. 21-25, 2024. School buses are the safest way for children to get to school. Their design is meant to be safer than any passenger vehicle in avoiding crashes and preventing injuries. Teaching children to follow safety rules on the bus is important, as is informing drivers about the laws regarding school buses. We appreciate and thank Benjamin Bus and their drivers for their continued support and partnership with Northfield Public Schools.
- d. Comprehensive Achievement and Civic Readiness Presentation and Public Hearing. Hope Langston, Director of Instructional Services, will summarize the 2024-2025 Comprehensive Achievement and Civic Readiness Plan at the public hearing scheduled at 5:15 p.m. on Monday, Oct. 28. This public hearing will precede the regular school board meeting scheduled on Monday, Oct. 28 at 6:00 p.m.

10. Future Meetings

- a. Monday, October 28, 2024, 5:15 p.m., Comprehensive Achievement and Civic Readiness Presentation and Public Hearing, 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
- d. Monday, November 25, 2025, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom

11. Adjournment

On a motion by Quinnell, seconded by Nelson, the board unanimously approved to adjourn the regular board meeting at 8:18 p.m.



Amy Goerwitz  
School Board Clerk