

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Minutes  
August 28, 2017  
Northfield High School Media Center

- I. Call to Order  
Board Chair Julie Pritchard called the Regular meeting of the Northfield Board of Education of Independent School District 659 to order at 7:00 p.m. Present: Goerwitz, Hardy, Iverson, Pritchard Quinnell and Stratmoen. Colangelo was absent.
- II. Agenda Changes / Table File  
The table file was added.
- III. Public Comment  
There was no public comment.
- IV. Approval of Minutes  
On a motion by Goerwitz, seconded by Quinnell, minutes of the Regular School Board meeting held on August 14, 2017, were unanimously approved.
- V. Announcements and Recognitions
  - There is great news from the Summer PLUS program. This year the program administered the Dynamic Indicators of Basic Early Literacy Skills (DIBELS). Summer PLUS reviewed the students' spring DIBELS scores and assessed at both the mid-point and ending of the program. 80% of students in Summer PLUS saw an increase in their oral reading fluency abilities. We often talk about the "summer slide," but in this case these students not only did not slide, they actually increased their skills. Thanks to Daryl Kehler and the entire Summer PLUS staff for their work.
  - Pritchard recognized the High School Band. They have been practicing because they will be marching in the DJJD parade as well as being the pep band at the upcoming football games. We appreciate the dedication of these students.
- VI. Items for Discussion and / or Reports
  1. Greenvale Park and Sibley Elementary Schools Improvement Plans.  
Greenvale Park Elementary School Principal Scott Richardson and Sibley Elementary School Principal Scott Sannes presented their continuous school improvement plans to the Board.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. Superintendent's 2017-2018 Goals.  
Superintendent Matt Hillmann shared a draft of his proposed goals for 2017-18 at the August 14, 2017, School Board meeting. On a motion by Goerwitz, seconded by Iverson, the Board unanimously approved the Superintendent's 2017-2018 goals as presented.
    2. Proposed 2017-2019 Agreement with the Northfield Education Association (NEA).  
The District has reached a tentative agreement with the Northfield Education Association for a two-year Master Agreement covering July 1, 2017 through June 30, 2019. The Northfield Education Association is voting on the proposed Master Agreement on August 31. On a motion by Stratmoen, seconded by Hardy, the Board unanimously approved the 2017-2019 Master Agreement with the Northfield Education Association as negotiated.
  - B. Items for Consent Grouping  
On a motion by Stratmoen, seconded by Quinnell, the Board unanimously approved the following items listed under the Consent Grouping.
    1. Financial Reports - June 2017.  
The Board approved paid bills totaling \$3,807,489.81, payroll checks totaling \$6,699,152.38 and the financial reports for June 2017. There were no bond payments made in June 2017.

2. Personnel Items.

a. Appointments.

1. Rachel Amerman, Instructional Educational Assistant for 7hrs/day at the High School, beginning 08/29/2017. Gen Ed EA-Step 2-\$15.08/hr.
2. Thomas Barboza, Boys Soccer Coach at the Middle School, beginning 09/05/2017-10/18/2017; Level H, Step 1
3. Kay Bergman, Special Education Educational Assistant-PCA for 6.75hrs/day at the Middle School, beginning 08/29/2017; Step 3-\$15.98/hr.
4. Cory Callahan, Weigh Room Coach-Fall at the High School, beginning 08/17/2017-11/10/2017; Level K, Step 2
5. \*\*Andria Cornell, Hand in Hand Preschool Teacher for 36hrs./wk at Longfellow, beginning 08/28/2017; Year 4-\$25.34/hr.
6. Anna Edwards, Special Education Educational Assistant-PCA for 6.75hrs/day at Sibley, beginning 08/29/2017; Spec Ed Step 3-\$15.98/hr.
7. Kristi Hayes, Special Education Educational Assistant-PCA for 6.75hrs/day Monday-Thursday and 4.5hrs/day on Friday at Longfellow, beginning 08/29/2017; Spec Ed Step 4-\$16.43/hr.
8. \*\*Nicole James, 1.0 FTE Long Term Substitute School Guidance Counselor at the Middle School, beginning 08/28/2017; MA, Step 0
9. Benjamin Lucas, Summer Recreation for 1.5hrs/day Tuesdays/Thursdays with Community Services, beginning 08/15/2017-08/31/2017. \$10.75/hr.
10. Brianna Malecha, Assistant Girls Soccer Coach-hourly at the High School, beginning 08/17/2017-11/02/2017. \$14.00/hr.
11. Jacob Mathison, 8<sup>th</sup> Grade Football Coach at the Middle School, beginning 08/28/2017-10/18/2017; \$14.00/hr.
12. Mallory Nystuen, Special Education Educational Assistant-PCA for 6.75hrs/day at Sibley, beginning 08/29/2017; Spec Ed Step 2-\$15.65/hr.
13. \*Michelle Rene, Special Education Educational Assistant-PCA for 6.5hrs/day at the Middle School, beginning 08/29/2017; Spec Ed Step 3-\$15.98/hr.
14. Terry Rydberg, .4 FTE first semester and .8 FTE second semester Art Teacher at the High School, beginning 08/28/2017-06/07/2018; BA, Step 0
15. Teresa Swenson, 7<sup>th</sup> Grade Volleyball Coach at the Middle School, beginning 09/05/2017-10/18/2017; Level H, Step 1
16. Donna Torgeson, Special Education Educational Assistant-PCA for 6.5hrs/day at the Middle School, beginning 08/29/2017; Spec Ed Step 3-\$15.98/hr.
17. Fall/Winter/Spring Recreation Positions Effective August 29, 2017 through May 31, 2018.  
Larry Sanftner, Building Supervisor \$15.00/hour or \$15.50/hour for hours when building is closed.  
Cindy Keogh, Building Supervisor \$15.00/hour or \$15.50/hour for hours when building is closed.  
Elizabeth Acheson, Track Sampler \$9.50/hour  
Andrew Pahs, Track Sampler \$9.50/hour  
Hannah Breiland, General Recreation, \$9.50/hour  
Emma Lederer, Swim Aide \$9.50, Lifeguard \$10, Class Lead \$10.50  
Christian Heuchert, Aide \$9.50, Lifeguard \$10, Class Lead \$10.50  
Morgan Whyte, Aide \$9.50, Lifeguard \$10, Class Lead \$10.50
18. Community Services Fall 2017 Brochure Instructors.
19. Sohair Abboud, Special Education EA-PCA for 6.05hrs/day at Longfellow, beginning 09/05/2017. Spec Ed – Step 1-\$15.31/hr.
20. Margaret Christensen, Child Nutrition Associate I for 3.75hrs/day at the High School, beginning 09/05/2017; CNA 1-\$16.83/hr.
21. David Moening, Special Education Educational Assistant-PCA for 6.5hrs/day at the High School, beginning 08/29/2017; Step 3-\$15.98/hr.
22. \*\*Caitlin Robertson, 1.0 FTE Hand in Hand Preschool Teacher at Longfellow, beginning 08/28/2017. ECFE-Year 5-\$25.34/hr.
23. Jessica Rushton, Special Education Educational Assistant-PCA for 6.75hrs/day at Sibley, beginning 08/29/2017; Step 3-\$15.98/hr.

24. Savannah Stuckmayer, 1.0 FTE 43wks/year Community School Coordinator with Community Services, beginning 11/15/2017. \$35,385-prorated for number of days worked-Step 1.
  25. Diana Tyutyunnyk, Assistant Girls Soccer Coach at the High School, beginning 09/09/2017-11/02/2017; Level F, Step 1(.67% of Stipend).
- b. Increase/Decrease/Change in Assignment.
1. Danielle Amundson, 2<sup>nd</sup> Grade Compañeros Teacher at Greenvale Park, add Compañeros Teacher Mentor at Greenvale Park, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.
  2. John Bade, 1.0 FTE Teacher at the Middle School, add an overload of one extra Art Class for the 2017-18 school year, effective 09/05/2017-06/07/2018.
  3. Paula Baragary, 5th Grade Teacher at Sibley, add Teacher Mentor at Sibley, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.
  4. Natalie Czech, Special Education Teacher at Bridgewater, add Special Education Teacher Mentor at Bridgewater, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.
  5. Thomas Dickerson, 8<sup>th</sup> Grade Football Coach (hourly) at the Middle School, change to Assistant Football 9<sup>th</sup> Grade coach-hourly at the High School, effective 08/15/2017-11/25/2017.
  6. Jan Ensrud, English/Language Arts Teacher at the Middle School, add Teacher Mentor at the Middle School, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.
  7. Kelly Foster, General Ed EA for 6hrs and Special Ed EA for 2hrs at the High School, change to General Ed EA for 8hrs/day at the High School, effective 09/05/2017.
  8. Sherri Goehring, Office Generalist (Class II) at the ALC, change to Office Generalist (Class III) at the ALC, effective 07/01/2017; \$19.62/hr.
  9. Rachael Hudson, 1.0 FTE School Psychologist at the Middle School, add an overload of MTSS Coach at the Middle School, effective 08/28/2017-06/07/2018.
  10. Roanne Johnson, Special Education Teacher at Greenvale Park, add Special Education Teacher Mentor at Greenvale Park, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.
  11. Gail Kohl, 5th Grade Teacher at Bridgewater, add Teacher Mentor at Bridgewater, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.
  12. Hope Langston, District Assessment Coordinator for the District, change to Director of Assessment Services for the District, effective 07/01/2017.
  13. Dan Meyers, 1.0 FTE Math Teacher at the Middle School, change to .2 FTE Math Teacher + .2 FTE MTSS Coach + .6 FTE ADSIS at the Middle School, beginning with 2017-18 school year, effective 08/28/2017.
  14. Melvin Miller, Recreation Program with Community Ed, add General Ed EA/Door Greeter for 5hrs/day at the High School, effective 09/05/2017-06/07/2018.
  15. April Ostermann, 5th Grade Compañeros Teacher at Sibley, add Compañeros Teacher Mentor at Sibley, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.
  16. Sara Redetzke, Educational Assistant for 4.0 FTE READ 180 and 3.38 FTE EBD at the Middle School, change to 2.0 FTE READ 180 and 3.38 FTE EBD at the Middle School, beginning with the 2017-18 school year, effective 08/15/2017.
  17. Dan Reisgraf, 1.0 FTE Teacher at the Middle School, add an overload of one extra Health Class for 87 days for the 2017-18 school year, effective 09/05/2017-06/07/2018.
  18. Deb Seitz, Special Education Teacher at the Middle School, add Special Education Teacher Mentor at the Middle School, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.
  19. Sarah Swan McDonald, Social Studies Teacher at the High School, add Teacher Mentor at the High School, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.
  20. Rose Turnacliff, 1.0 FTE English Teacher at the Middle School, change to .2 FTE MTSS + .2 FTE MTSS Coach + .6 FTE ADSIS Teacher at the Middle School, beginning with 2017-18 school year, effective 08/28/2017.
  21. Sari Zach, 1st Grade Teacher at Greenvale Park, add Teacher Mentor at Greenvale Park, effective 08/28/2017-06/07/2018; Stipend of \$750/yr. for 2017-18.

22. Amy Dorey, ECSE Teacher at Longfellow, add Special Ed Mentor Teacher at Longfellow, effective 08/28/2017-06/07/2018. Stipend of \$750/yr. for 2017-18.
  23. Curtis Mikkelson, Teacher at the Middle School, add 7<sup>th</sup>/8<sup>th</sup> Grade Football Coach at the Middle School, effective 08/25/2017-10/18/2017; Level H, Step 12.
  24. Curtis Mikkelson, 1.0 FTE Teacher at the Middle School, change to 1.0 FTE + 86 student days Teacher for second semester at the Middle School, effective 09/05/2017-01/24/2018.
  25. Karen Nelson, FACS Teacher .6 FTE 1<sup>st</sup> semester and .4 FTE 2<sup>nd</sup> semester at the High School, change to FACS Teacher 1.0 FTE 1<sup>st</sup> semester and .8 FTE 2<sup>nd</sup> semester at the High School, ongoing beginning with the 2017-2018 school year, effective 08/28/2017.
  26. Kelli Otting, Special Ed Teacher at Sibley, add Special Ed Mentor Teacher at Sibley, effective 08/28/2017-06/07/2018. Stipend of \$750/yr. for 2017-18.
  27. Anna Rubin, Compañeros Teacher at Bridgewater, add Compañeros Mentor at Bridgewater, effective 08/28/2017-06/07/2018. Stipend of \$750/yr. for 2017-18.
  28. Darrell Sawyer, 1.0 FTE Teacher at the Middle School, change to 1.0 FTE + 88 student days Teacher for first semester at the Middle School, effective 09/05/2017-01/24/2018.
- c. Leave of Absence Requests Approved.
1. Andria Cornell, childcare leave of absence beginning on or about 9/27/2017 through 11/22/2017.
  2. Kris Harstad, FMLA leave beginning November 17, 2017 through January 17, 2018.
  3. Arlene Tuma, medical leave of absence beginning 8/29/17 through on or about 11/1/17.
- d. Resignations.
1. Katie Goehring, Hand in Hand Preschool Teacher, resignation effective 08/15/2017.
  2. Tony Rasmussen, KidVentures Site Assistant at Bridgewater, resignation effective 09/05/2017.
  3. Frank Spaeth, Assistant Girls Soccer, resignation effective 08/15/2017.
  4. Jean Volkmuth, Educational Assistant at the Middle School, resignation effective 08/14/2017.
- e. TRA Part-Time Teacher Program.
- The Board authorized participation for the following teachers to participate in the TRA Part-Time Teacher Program, whereby the teachers who qualify can personally purchase TRA service credit at no cost to the Northfield School District - Kristen K. Johnson and Anne E. McLaughlin.
- \* Conditional offers of employment are subject to successful completion of a criminal background check and pre-work screening (if applicable).  
\*\* Subject to change upon Board approval of the employee agreement.

#### VIII. Items for Information

1. School District's New Website.  
Director of Community Services Erin Bailey reviewed with the Board the process that was followed in updating the District's web site with the assistance of Neuger Communications. She highlighted several new features of the web site.
2. Referendum Update.  
Superintendent Hillmann provided a brief update on preparations for the November 7, 2017, referendum, including two community presentations on September 18 and October 16 beginning at 7 PM in the High School Auditorium. The Operating Levy and Referendum Guide will be completed next week and mailed to residents of the Northfield School District the week of September 18.
3. Personnel Supporting Documentation.  
Dr. Hillmann explained changes to the Board packet that will take place beginning with the September 11, 2017, Board meeting. Based on feedback from several Board members and discussion with the Human Resources Department, the meeting packet sent to Board members will no longer include the District's Recommendation for Hire forms for each recommended candidate. This internal change to the Board

member packet will not impact the public version, which has not included the Recommendation for Hire forms. The consent agenda will continue to include the name of the recommended candidate, their proposed position and location, number of hours when applicable, recommended step placement or salary/hourly rate, start date, and an ending date of their employment when applicable.

- IX. Future Meetings  
Monday, September 11, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, September 25, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment  
On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 9:05 p.m.

Noel Stratmoen  
School Board Clerk