

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Minutes  
September 25, 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 Quinnell, seconded by Iverson, minutes of the Regular School Board meeting held on September 11, 2017, were unanimously approved.
- V. Announcements and Recognitions
  - Pritchard thanked Link Crew and the High School administration for the tailgate party for freshmen at the first home football game on September 22.
- VI. Committee Reports  
Amy Goerwitz submitted a report on the retreat held by Northfield Enact on August 22 and Julie Pritchard's report summarized the SEE meeting she and Superintendent Hillmann attended on September 22.
- VII. Items for Discussion and / or Reports
  1. Technology Services Update.  
Director of Technology Services Kim Briske provided an update on education technology services within the District. Areas covered included implementation of new MacBooks, summer training, device deployment, providing technology support, supporting district priorities and Northfield Enact.
  2. District Assessment Update.  
Director of Assessment Services Hope Langston provided an update on data and assessment services, a high-level overview of the District's performance on some system-level standardized assessments, and discussed the District's approach to continuous improvement.
  3. Review and Comment.  
As required by Minnesota Statute 123B.71, Superintendent Hillmann presented the Minnesota Department of Education's positive Review and Comment letter regarding construction projects associated with the November 7, 2017, operating levy and bond election.
- VIII. Superintendent's Report
  - A. Items for Individual Action
    1. Proposed 2017 Payable 2018 Property Tax Levy.  
On a motion by Iverson, seconded by Stratmoen, the Board unanimously certified to County Auditors the 2017 Payable 2018 Proposed Certified Net Tax Levy at the maximum authority amount of \$17,343,443.07.
    2. Special Education FTE Addition.  
On a motion by Stratmoen, seconded by Hardy, the Board unanimously approved the addition of a 1.0 FTE Special Education teacher at Sibley Elementary at a total cost of \$86,706 (salary and benefits) with approximately 52% of the salary reimbursed through special education revenue for a net cost of approximately \$45,087.

B. Items for Consent Grouping

On a motion by Quinnell, seconded by Stratmoen, the Board unanimously approved the following items listed under the Consent Grouping.

1. Rice County Family Services Collaborative Interagency Agreement.

The Board approved the Interagency Agreement between Rice County, Faribault Public Schools, Northfield Public Schools, Cannon Valley Special Education Co-op and Three Rivers Community Action to plan and develop services for children and families and to improve the planning and coordination of family services within Rice County. The funding commitment for each fiscal year would be \$500.

2. Financial Reports – July 2017.

The Board approve paid bills totaling \$3,077,517.18, payroll checks totaling \$853,412.02, bond payments totaling \$450,259.38 and the financial reports for July 2017.

3. Personnel Items.

a. Appointments

1. Amy Acheson, Fall Recreation for 1.5 hours/day – Saturdays with Community Services, beginning 09/16/2017-05/31/2018; \$10.50/hr.
2. Todd Acheson, Fall Recreation for 1.5 hours/day – Saturdays with Community Services, beginning 09/16/2017-05/31/2018; \$10.50/hr.
3. Samantha Anderson, 1.0 FTE Enrichment Coordinator with Community Services, beginning 09/18/2017; \$55,139 prorated for 2017-18, Step 1 + \$1,500 Masters Stipend.
4. Zachary Branham, Fall Recreation with Community Services, beginning 09/14/2017-05/31/2018; \$10.50/hr.
5. Rachel Floersch, KidVentures Site Assistant for up to 19 hours/wk at Bridgewater, beginning 09/25/2017; Step 1- \$12.56hr.
6. Kristin Freeman, KidVentures Site Assistant for up to 19 hours/wk at Bridgewater, beginning 09/25/2017; Step 3-\$13.22hr.
7. Nancy Ivers, Special Education EA-PCA for 6.5 hours/day at the Middle School, beginning 09/21/2017-06/07/2018; Spec Ed Step 1-\$15.31/hr.
8. Anders Johnson, Fall Recreation with Community Services, beginning 09/14/2017-05/31/2018; \$9.50/hr.
9. Margret Krasin, 1.0 FTE Long Term Substitute Elementary Music Teacher at Greenvale Park, beginning 09/26/2017-12/06/2017; MA, Step 15.
10. Danice Mendez Ascencio, Targeted Services PLUS Student Site Assistant at Greenvale Park, beginning 09/25/2017-05/03/2018; \$9.50/hr.
11. Ada Meyer, Fall Recreation with Community Services, beginning 09/18/2017; Swim Aide \$9.50/hr. Lifeguard \$10.00/hr. Class Lead \$10.50/hr.
12. Emily Morsching, Long Term Substitute Early Childhood EA/Sibcare provider for up to 15 hours/wk at the NCRC, beginning 09/18/2017-on or about 11/1/2017; LTS Gen Ed Step 1-\$14.74/hr.
13. Daniel Peterson, Event Worker with the District, beginning 9/22/2017.
14. Michael Russell, Community School Evening Site Assistant for 3 hours/day for 2 days/wk at Greenvale Park, beginning 09/19/2017-07/07/2018; \$12.56/hr.
15. CORRECTION: Nancy Ivers Special Education EA-PCA for 6.5 hours/day at the Middle School, beginning 09/25/2017-06/07/2018; Spec Ed Step 1-\$15.31/hr.
16. \*David Beck, Assistant Nordic Ski Coach at the High School, beginning 11/13/2017-02/15/2018. Level G, Step 1.
17. \*Paige Haley, Assistant Girls Hockey Coach at the High School, beginning 10/30/2017-2/24/2018; Level E, Step 1-50% Stipend.
18. \*Sarah Marohl, Special Education EA-PCA for 4 hours/day at Longfellow, beginning 9/28/2017-06/07/2018; Spec Ed Step 1-\$15.31/hr.
19. Karrie VanZuilen, Special Education EA-PCA for 2.1 hours/day at Longfellow, beginning 10/02/2017-06/07/2018; Spec Ed Step 1-\$15.31/hr.

b. Increase/Decrease/Change in Assignment

1. Jill Boehlen, EA/PCA for 5.75 hours/day and EA Supervisory for 1.0 hour/day at Greenvale Park, add EA/PCA for .25 hours/day at Greenvale Park, effective 09/13/2017-ongoing.
2. Jan Deim, Special Education EA Job Coach at the High School, change to Special Education EA Resource Room at the High School, effective 09/18/2017.
3. Sonya Ehmer, Community Service, add Targeted Services PLUS Site Lead for 1.5 hours/day for up to 4 days/wk at Sibley, effective 11/06/2017-03/22/2018; 3-\$16.15/hr.
4. Janet Gannon, EA at the Middle School, add Evening Site Assistant for 1 day/wk for 3 hours/day at Greenvale Park, effective 09/14/2017-06/07/2018; 4-\$13.78.
5. Anne Jarvis, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 5 hours/wk Mon-Thurs. at the Middle School, effective 09/25/2017-05/10/2018; Yr. 3-\$27.11/hr.
6. Anna Kelly, EA at Greenvale Park, add Target Services PLUS Club Leader for up to 1.0 hour/day for up to 4 days/wk at Greenvale Park, effective 9/25/2017-05/03/2018; \$20.49/hr.
7. Kristy Malecha, EA at Greenvale Park, add Targeted Services PLUS Club Leader for 1.0 hour/day at Greenvale Park, effective 9/25/2017-05/03/2018; \$20.49/hr.
8. Carolyn Manderfeld, EA at the Middle School, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/wk at Greenvale Park, effective 10/02/2017-05/03/2018; Yr. 1-\$27.11/hr.
9. Deborah Massey, Community Services, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/wk at Greenvale Park, effective 10/2/2017-05/3/2018; Yr. 2-\$27.11/hr.
10. Tresa Mazurek, EA/PCA for 5.75 hours/day and EA Supervisory for 1.0 hour/day at Greenvale Park, add EA/PCA for .25 hours/day at Greenvale Park, effective 09/13/2017-ongoing.
11. LaDonna Miller, EA/PCA for 5.75 hours/day and EA Supervisory for .50 hours/day at Greenvale Park, add EA/PCA for .75 hours/day at Greenvale Park, effective 09/13/2017-ongoing.
12. Teresa Morris, Hand in Hand for 3.5 hours/day at Longfellow, change to Instructional Educational Assistant for 6 hours/day at Sibley, effective 09/18/2017-06/07/2018.
13. Sarah Moyer, EA/PCA for 6.0 hours/day and EA Supervisory for .25 hours/day at Greenvale Park, add EA Supervisory for .25 hours/day at Greenvale Park, effective 09/13/2017-ongoing.
14. Ashley Opatrny, EA/PCA for 6.75 hours/day and EA Supervisory for .75 hours/day at Greenvale Park, change to EA/PCA for 6.75 hours/day and EA Supervisory for .50 hours/day at Greenvale Park, effective 09/5/2017-ongoing.
15. Amy Pantze, EA/PCA for 6.75 hours/day and EA Supervisory for .50 hours/day at Greenvale Park, change to EA/PCA for 6.50 hours/day and EA Supervisory for .50 hours/day at Greenvale Park, effective 09/5/2017-ongoing.
16. Teri Quamme, EA/PCA for 6.75 hours/day and EA Supervisory for .75 hours/day at Greenvale Park, change to EA/PCA for 6.75 hours/day and EA Supervisory for .50 hours/day at Greenvale Park, effective 09/5/2017-ongoing.
17. Lynsi Sherry, Teacher at Greenvale Park, add Target Services PLUS Teacher for 1.25 hours/day for up to 4 days/wk at Greenvale Park, effective 10/02/2017-05/03/2018; Yr. 1-\$27.11/hr.
18. Ellen Trotman, Teacher at Greenvale Park, add Target Services PLUS Teacher for 1.25 hours/day for up to 4 days/wk at Greenvale Park, effective 10/02/2017-05/03/2018; Yr. 3-\$27.11/hr.
19. Position title change for PALS, change name to Instructional Coach Behavior, effective 09/15/2017. Current employees-Adam Danielson, Melissa Larsen and Peg Witt.
20. Sarah Marohl, Special Education EA-PCA for 20 hours/wk at Longfellow, change to Special Education EA-PCA for 20.5 hours/wk at Longfellow, effective 09/28/2017-06/07/2018.

21. George Nick Monson, Assistant Girls Hockey Coach at the High School, change to Assistant Girls Hockey Coach at the High School-50% stipend, effective 09/25/2017.
22. Karrie VanZuilen, Special Education EA-PCA for 10.5 hours/wk at Longfellow, change to Special Education EA-PCA for 11 hours/wk at Longfellow, effective 10/02/2017-06/07/2018.

c. Leave of Absence Approved

1. Paul Bernhard, Teacher at Bridgewater, Family/Medical Leave of Absence, beginning 09/26/2017-for 5 work weeks.
2. UPDATED: Paul Bernhard, Teacher at Bridgewater, Family/Medical Leave of Absence, beginning 09/26/2017-11/9/2017.
3. Bruce Dybvik, Workstation Specialist at the High School, Family/Medical Leave of Absence, beginning 09/18/2017- for up to 60 work days.
4. Shelly Kruger, Special Education EA at the High School, Family/Medical Leave of Absence beginning 10/27/2017-12/08/2017.
5. Rhea Mehrkens, Teacher at the Middle School, Family/Medical Leave of Absence for Childcare beginning on or about 01/02/2018-extending through the 2017-18 school year, returning 08/27/2018.

d. Resignation

1. Ellen Mucha, Advisor of the One Act Play, resignation effective 08/15/2017.

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: Mary Robia and Theresa Wilson.

\* Conditional offers of employment are subject to successful completion of a criminal background check and pre-work screening (if applicable).

IX. Items for Information

1. Co-Curricular Additions.

Dr. Hillmann explained the new approach to adding and/or reducing co-curricular coaching and advisor positions. He also explained a list of additions and reductions that will be presented to the Board for action on October 9, 2017.

2. Referendum Update.

Dr. Hillmann provided an update on preparations for the November 7, 2017, referendum. Every household in the school district received the Operating Levy and Bond Referendum Guide last week. Ten presentations have been completed or soon will be held with community and school groups. The second community presentation will be held October 16 at 7 PM in the High School Auditorium.

3. Enrollment Report – September 22, 2017.

X. Future Meetings

Monday, October 9, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, October 23, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 9:25 p.m.

Noel Stratmoen  
School Board Clerk