

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

June 8, 2020
Teleconference

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. Due to the health pandemic and the extension of Governor Walz's Executive Order 20-01 COVID-19 Peacetime Emergency, and in accordance with Minnesota Statute 13D.021, which permits boards to hold a meeting by telephone conference call or other electronic means, this meeting was conducted via video conference. In addition, the school board determined that it was not feasible for at least one board member, or the superintendent to be physically present at the regular meeting location and that it was not feasible for the public to attend this meeting at the regular location. The district did make accommodations for public comment which are outlined below.

Board member attendance was taken by roll call. Anita Aase, Executive Assistant to the Superintendent and Board of Education, called the name of each board member in alphabetical order by last name and the board member responded "present" when his/her name was called. Present: Baraniak, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. Absent: None.

Also present at this video conference meeting was: Dr. Matt Hillmann, Superintendent; Anita Aase; and Erin Bailey, Director of Community Education. Observing the meeting via Zoom was Sam Wilmes, a reporter with the Northfield News. This meeting was live-streamed and recorded, and access to the recording was posted to the school district website.

Board Chair Pritchard outlined the procedures for this meeting:

- Board members were asked to mute their microphones when not speaking.
- During the course of the meeting when a motion and a second is required, Dr. Hillmann would initiate the "unmute" for all board members.
- At the start of each discussion Chair Pritchard said she would call on each board member in alphabetical order by last name for any questions or comments. If they didn't wish to speak, they would be welcome to pass.
- There would be one round of questioning for board members. If board members had a follow-up question or comment, they could consider using the Raise Hand feature in order to be recognized by the Chair.
- All votes on the Items for Individual Action would be conducted by roll call by Aase. Each board member was instructed to wait until their name was called before voting.

II. Agenda Approval/Table File

On a motion by Quinnell, seconded by Goerwitz, the Board approved the agenda by roll call. Voting 'yes' were Baraniak, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. No one voted 'no'.

III. Public Comment

To accommodate the public comment portion of our meeting, members of the public were invited via the school district website to submit feedback to the Board via email by 5:00 p.m. on June 8, 2020. All submissions that followed the district policy regarding public comment would be read by Chair Pritchard at this time. There were no public comments submitted for this Board meeting.

IV. Announcements and Recognitions

There were no announcements or recognitions.

V. Items for Discussion and Reports

- A. COVID-19/Distance Learning Update/District Operations. Dr. Hillmann congratulated our staff, students and families on the way they adjusted and persevered to complete this school year during the COVID-19 global health pandemic. We are in the process of surveying staff and parents on distance learning and will present the results at a future meeting.

The tragic death of George Floyd has reminded our nation once again of the stain systemic racism has placed on our society. In no uncertain terms, and to be abundantly clear, this school district stands completely against racism and practices that promote systemic inequity. Moving from words to action, Northfield Public Schools has taken steps over the last year towards a “world-class learning environment” for every student.

Both the Northfield High School and the Area Learning Center commencements occurred virtually, with curbside diploma pick up, in accordance with the Minnesota Departments of Health and Education graduation guidelines. Dr. Hillmann provided brief overviews of summer school, special education extended school year, community education programming, emergency child care and free meals for children. We are planning three possible scenarios for the return of school in the Fall and creating three administrative action teams to analyze and create these skeleton plans. MDE has indicated districts will receive guidance for the Fall in mid-to-late July.

- B. Financial Update. Superintendent Hillmann focused on the potential funding from the CARES Act which includes GEER and ESSER funding. The preliminary run indicates Northfield Public Schools will receive \$380,800. These funds are discretionary and the State recommends these funds be used to enhance technology, to cover costs in programs that may run a deficit due to the Governor’s executive order, for summer school transportation, and mental health support.
- C. Semi-Annual Fundraising Report. In compliance with Policy 713 Student Activity Accounting, Dr. Hillmann presented a fundraising report which was reviewed by the school board.
- D. Legislative Wrap Up. Superintendent Hillmann provided a brief overview of the State of Minnesota legislative session which ended May 18, 2020. There will be a special session on June 12, 2020.

VI. Consent Agenda

On a motion by Goerwitz, seconded by Iverson, the Board approved the following Consent Agenda items by roll call. Voting ‘yes’ were Baraniak, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. No one voted ‘no’.

A. Minutes

- Minutes of the Regular School Board meeting held on May 26, 2020

B. Gift Agreements

- \$3,000.00 from The Rodgers Family Foundation for David Rodgers Scholarship
- \$6,000.00 from Northfield Rotary Club for two \$3,000.00 Rotary Scholarships
- \$1,000.00 from Minnesota Administrators for Special Education for the MASE Scholarship
- \$1,000.00 from Northfield Raider Touchdown Club for the Northfield Touchdown Club

C. Personnel Items

a) Appointments

1. Stephanie Bierman, 1.0 FTE Mathematics Teacher at the High School, beginning 8/25/2020; MA, Step 3 - offer contingent on obtaining MN Math teaching license
2. Lisa Hood, 1.0 FTE Early Childhood Special Education Teacher at Longfellow, beginning 8/25/2020; MA+20, Step 13
3. Lee Rudebusch, 1.0 FTE Science-Chemistry Teacher at the High School, beginning 8/25/2020; MA, Step 7
4. Deborah Russell, 1.0 FTE Long Term Substitute 5th Grade Companeros Teacher at Greenvale Park, beginning 8/25/2020-6/10/2021; MA, Step 3
5. Updated: Mollie Schwartz, 1.0 FTE Elementary Music Teacher at Sibley, beginning 8/25/2020; BA+10, Step 4

b) Increase/Decrease/Change in Assignment

1. Paula Baragary, Teacher at Sibley, add Teacher Mentor at Sibley, effective 8/31/2020-6/10/2021; Stipend \$750
2. Rose Brison, CNA II at the High School, add Summer CNA for up to 6.25 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
3. Kathryn Budig, CNA II at the High School, add Summer CNA for up to 7.25 hours/day at the High School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
4. Margaret Christensen, CNA I at Bridgewater, add Summer CNA for up to 4 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
5. Lindsey Dietiker, CNA III at Sibley, add Summer CNA for up to 7 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
6. Jan Ensrud, Teacher at the Middle School, add Teacher Mentor at the Middle School, effective 8/31/2020-6/10/2021; Stipend \$750
7. Debbie Erickson, CNA I at the High School, add Summer CNA for up to 4 hours/day at the High School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
8. Cece Green, CN Manager II at the High School, add Summer CN Lead for up to 8 hours/day at the High School and Bridgewater, effective 6/8/2020-on or about 8/31/2020; \$22.22/hr.
9. Lori Gunderson, CNA I at the High School, add Summer CNA for up to 4 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
10. Mitzi Holden, CN Manager I at Greenvale Park, add Summer CN Lead for up to 8 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$22.22/hr.
11. Angela Johannsen, CNA I at the High School, add Summer CNA for up to 4 hours/day at the High School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
12. Gail Kohl, Teacher at Bridgewater, add Teacher Mentor at Bridgewater, effective 8/31/2020-6/10/2021; Stipend \$750
13. Megan Kremin, B-5 ECSE Teacher at Longfellow, change to a flex calendar, effective 7/1/2020.
14. Marie Kylo, CNA II at the Middle School, add Summer CNA for up to 7 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
15. Laura Little, CNA I at the Middle School, add Summer CNA for up to 4 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
16. Jeanne Mahoney-Hanzlik .6 FTE MTSS Interventionist at the High School, extended for the 2020-2021 school year, effective 8/31/2020-6/10/2021.
17. Vicki McKay, CN Manager I at Bridgewater, add Summer CN Lead for up to 8 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$22.22/hr.
18. Nancy Meyers, CNA III at the Middle School, add Summer CNA for up to 4 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
19. Tammy Moore, CNA I at Bridgewater, add Summer CNA for up to 4 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
20. Jenelle Mullin, CNA III at the High School, add Summer CNA for up to 7 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
21. Lori Mullen, CNA III at Bridgewater, add Summer CNA for up to 7 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
22. Melissa Phelps, CNA I at the Middle School, add Summer CNA for up to 4 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
23. Ann Schmidt, CNA II and CNA III at the High School, add Summer CNA for up to 7.5 hours/day at the High School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
24. Sandr Soto-Perez, CNA I at Greenvale Park, add Summer CNA for up to 4 hours/day at the Middle School, effective 6/8/2020-on or about 8/31/2020; \$18.34/hr.
25. Sarah Swan McDonald, Teacher at the High School, add Teacher Mentor at the High School, effective 8/31/2020-6/10/2021; Stipend \$750
26. Brent Yule, Football Assistant Coach at the High School, change to Football Coordinator at the High School, effective 8/17/2020; Level C, Step 3
27. Sari Zach, Teacher at Greenvale Park, add Teacher Mentor at Greenvale Park, effective 8/31/2020-6/10/2021; Stipend \$750
28. Ann Ackerman, Speech Language Pathologist at Greenvale Park/Sibley, add Speech Language Pathologist ESY for up to 16 hours of prep/planning and up to 20 hours with the District, effective 6/15/2020-7/30/2020.
29. Nancy Becker, Building Nurse at the Middle School, add Building Nurse for summer child care for up to 40 hours/week at Bridgewater, effective 6/15/2020-8/26/2020.
30. Lydia Ditlevson, Special Education Teacher at Sibley, add Special Education Teacher ESY for up to 5 hours/day Mon.-Thurs. with the District, effective 6/15/2020-7/30/2020.

31. Whitney Docken, Speech Language Pathologist at Greenvale Park, add Speech Language Pathologist ESY for up to 16 hours of prep/planning and up to 20 hours with the District, effective 6/15/2020-7/30/2020.
32. Leah Driscoll, Special Education Teacher at Bridgewater, add Special Education Teacher ESY for up to 3.5 hours/day Mon.-Thurs. with the District, effective 6/15/2020-7/30/2020.
33. Jane Ehlers, Building Nurse at Sibley, add Building Nurse for summer child care for up to 40 hours/week at Bridgewater, effective 6/15/2020-8/26/2020.
34. Christine Howard, Speech Language Pathologist at Sibley, add Speech Language Pathologist ESY for up to 16 hours of prep/planning and up to 25 hours with the District, effective 6/15/2020-7/30/2020.
35. Melanie Klein, Special Education Teacher at Sibley, add Special Education Teacher ESY for up to 5 hours/day Mon.-Thurs. with the District, effective 6/15/2020-7/30/2020.
36. Jennifer Link, Special Education Teacher at the Middle School, add Special Education Teacher ESY for up to 3.5 hours/day Mon.-Thurs. with the District, effective 6/15/2020-7/30/2020.
37. Jeanne Mahoney-Hanzlik, .6 FTE MTSS Interventionist at the High School, extending position for the 2020-2021 school year, effective 8/31/2020-6/10/2021.
38. Kim Medin, Special Education Teacher at Bridgewater, add Special Education Teacher ESY for up to 3.5 hours/day Mon.-Thurs. with the District, effective 6/15/2020-7/30/2020.
39. Julie Ochs, Building Nurse at Greenvale Park, add Building Nurse for summer child care for up to 40 hours/week at Bridgewater, effective 6/15/2020-8/26/2020.
40. Ashly Polzin, 1.0 FTE 5th Grade Teacher at Bridgewater, change to .60 FTE ADSIS/.40 FTE MTSS Teacher at the High School, effective 8/31/2020. BA, Step 6
41. Deborah Seitz, Special Education Teacher at the Middle School, add Special Education Teacher ESY for up to 3.5 hours/day Mon.-Thurs. with the District, effective 6/15/2020-7/30/2020.
42. Sara Webster, Speech Language Pathologist at Longfellow, add Speech Language Pathologist ESY for up to 16 hours of prep/planning and up to 40 hours with the District, effective 6/15/2020-8/21/2020.

c) Leave of Absence

1. Craig DeAdder, EA at the ALC, Leave of Absence, effective 6/2/2020-6/5/2020.
2. Carol Nick, Early Venture Teacher, paid leave under the FFCRA beginning 6/8/2020 through 6/19/2020.
3. Carol Nick, Early Venture Teacher, unpaid leave of absence beginning 6/22/2020 through 8/28/2020.
4. Roger Helgeson, Custodian Engineer at the High School, paid leave under the FFCRA on June 4, 2020.
5. Melissa Roth, Teacher at the High School, Leave of Absence for childcare, effective 8/31/2020-10/2/2020.

d) Retirements/Resignations/Terminations

1. Angela Timperley, EA at Bridgewater, resignation effective at the end of the 2019-2020 school year.
2. Averie Line, Long Term Substitute Gen Ed EA and KidVentures Site Assistant with Community Services, resignation effective, 6/4/2020.

e) Administration is Recommending the Approval of the Following:

Administration submits the following employment contracts/agreements for approval. These contracts/agreements cover the period of July 1, 2020 through June 30, 2022.

1. Community Education Staff
2. Other Staff

VII. Superintendent's Report

A. Items for Individual Action.

1. Approval of Handbooks for 2020-2021. On a motion by Iverson, seconded by Hardy, the Board approved the Policy Committee's recommendations for the Child Nutrition Appendix and the 2020-2021 handbooks for: Elementary Schools, Middle School, High School, ALC, Parent Co-Curricular Handbook, and the Student Citizenship Handbook. Voting 'yes' were Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. Voting 'no' was Baraniak.
2. Resolution Establishing Dates for Filing Affidavits of Candidacy. On a motion by Goerwitz, seconded by Baraniak, the Board adopted the Resolution Establishing Dates for Filing Affidavits of Candidacy. Upon adoption of this Resolution the Notice of Filing Dates will be posted and advertised in the Northfield News, according to the deadlines indicated on the election calendar published by the Minnesota Secretary of State's Office. Affidavits of Candidacy for the four School Board vacancies may be filed at the District Office, 1400 Division Street South, beginning July 28, 2020 and ending August 11, 2020. An election will be held to fill four vacancies with four-year terms. The terms of Amy Goerwitz, Rob Hardy, Ellen

Iverson and Noel Stratmoen expire on Monday, January 4, 2021. Voting 'yes' were Baraniak, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. No one voted 'no'.

VIII. Items for Information

- A. End of the Year Enrollment Report. Dr. Hillmann reviewed the end of the year enrollment report. The grand total with ALC is 4,186 students. Full time only (excluding EC and Part Time/Independent Study ALC) is 3,956 students.
- B. Construction Update #27. Superintendent Hillmann updated the Board on the District's construction projects.

IX. Future Meetings

- A. Monday, July 13, 2020, 7:00 p.m., Regular Board Meeting
- B. Monday, August 10, 2020, 7:00 p.m., Regular Board Meeting
- C. Monday, August 24, 2020, 7:00 p.m., Regular Board Meeting

X. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the Board approved adjournment by roll call at 8:27 p.m. Voting 'yes' were Baraniak, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. No one voted 'no'.

Noel Stratmoen
School Board Clerk