

**INDEPENDENT SCHOOL DISTRICT 659  
REGULAR SCHOOL BOARD MEETING  
Monday, November 13, 2017, 7:00 PM  
Northfield High School, Media Center**

**AGENDA**

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment

This is an opportunity for residents of the Northfield School District to address the Board. You are requested to do so from the podium. After being recognized by the chair, each individual will identify themselves and the group they represent, if any. Please state your reason for addressing the Board. To insure that all individuals have a chance to speak, speakers will be limited to one three-minute presentation. This is not a time to debate an issue, but for the Board to hear your comments. The Minnesota Government Data Practices Act prohibits comment about specific student matters, even without naming the student, in open session. This includes the public comment portion of our meeting. The Board respects and values input on student matters, but when it relates to a specific student or to a specific student matter, such input must be heard by the appropriate personnel - such as the building principal or superintendent - and not during an open meeting of the School Board.
- IV. Approval of Minutes
- V. Announcements and Recognitions
  - Community Educator of Excellence Award Presentation to Erin Bailey by Heidi Cunningham, Farmington's Community Education Director.
- VI. Items for Discussion and Reports.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. Resolution Canvassing the Results of the Special Election.
    2. Dundas Dome Lease Agreement for 2018.
    3. American Education Week Proclamation.
  - B. Items for Consent Grouping
    1. Financial Reports – August 2017.
    2. Gift Agreements.
    3. Personnel Items.
- VIII. Items for Information
  1. Enrollment Options Report.
  2. Enrollment Report – November 2017.
- IX. Future Meetings

Monday, November 27, 2017, 6:30 PM, World's Best Workforce Public Hearing, Northfield High School Media Center  
Monday, November 27, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, December 11, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment

# **NORTHFIELD PUBLIC SCHOOLS**

## **MEMORANDUM**

Monday, November 13, 2017, 7:00 PM  
Northfield High School Media Center

**TO:** Members of the Board of Education  
**FROM:** Matthew Hillmann, Ed. D., Superintendent  
**RE:** Explanation of Agenda Items for the November 13, 2017, School Board Meeting

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
- IV. Approval of Minutes  
Minutes of the Regular School Board meeting held on October 23, 2017, are enclosed for your review and comment.
- V. Announcements and Recognitions
  - Community Educator of Excellence Award Presentation to Erin Bailey by Heidi Cunningham, Farmington's Community Education Director.
- VI. Items for Discussion and Reports
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. Resolution Canvassing the Results of the Special Election.  
The levy referenda election was held November 7, 2017. The Board is asked to adopt the enclosed Resolution Canvassing Returns of Votes of the School District Special Election as presented.  
  
**Superintendent's Recommendation:** Motion to adopt the Resolution Canvassing Returns of Votes of the School District Special Election held November 7, 2017, on the question of revoking the existing referendum revenue authorization of the school district and replacing that authorization with a new authorization for taxes payable in 2018 thereafter (question 1) of which 4085 voted in favor, and 3831 voted against the same. Said proposition, having received the approval of at least a majority of such votes, is hereby declared to have carried.  
  
**Superintendent's Recommendation:** Motion to adopt the Resolution Canvassing Returns of Votes of the School District Special Election held November 7, 2017, on the question of authorizing the issuance of school building bonds for a school acquisition and betterment program (question 2) of which 3467 voted in favor, 4436 voted against the same. The passage of School District Question 2 is contingent upon the passage of School District Question 1. Question 1 having carried and Question 2 having not received the approval of at least a majority of such votes, Question 2 is hereby declared to have failed.
    2. Dundas Dome Lease Agreement for 2018.  
Enclosed is a lease agreement between Northfield Public Schools and Dundas Dome for the time period January 1, 2018 through December 31, 2018. There are no changes to the 2018 lease from the 2017 lease. Rent for the full facility is \$450 per hour, not to exceed 90 hours within the lease term. The Board will be asked to approve this lease at Monday night's meeting.



3. American Education Week Proclamation.

American Education Week is November 13 – 17, 2017. The following are the events being planned in recognition of the 96th annual observance of American Education Week. Both events are co-sponsored by the Northfield Education Association (NEA).

- Retired Educators Luncheon, November 15 at Ruth's On Stafford.
- Staff Appreciation Breakfast, November 22 at Northfield Middle School. Highlights will include recognition of those employees who have reached years of service milestones with the district, as well as the NEA's presentation of the "Teacher of the Year," "Education Assistant of the Year" and "Friend of Education" awards.

**American Education Week Proclamation**

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees--be they custodians or teachers, bus drivers or educational assistants, office employees or administrators --work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common enterprise;

NOW THEREFORE, the Northfield Public Schools Board of Education does hereby proclaim November 13 – 17, 2017, as the 96th annual observance of American Education Week.

**Superintendent's Recommendation:** Motion to approve the American Education Week Proclamation as presented.

B. Items for Consent Grouping

**Superintendent's Recommendation:** Motion to approve the following items listed under the Consent Grouping.

1. Financial Reports – August 2017.

Director of Finance Val Mertesdorf requests that the Board approve paid bills totaling \$1,781,876.72, payroll checks totaling \$852,848.76, and the financial reports for August 2017. There were no bond payments made in August 2017.

2. Gift Agreements.

The School Board is asked to approve two gift agreements:

- A \$3000 donation to the Angel Fund lunch accounts from the Class of 1987.
- A \$1577 gift for summer band lessons scholarships, and \$486 for summer orchestra lessons scholarships from the Northfield Fine Arts Booster Club.

3. Personnel Items.

a. Appointments

1. Melanie Block, Long Term Substitute Special Education EA-PCA for 6.75 hours/day at the High School, beginning 11/9/2017-12/16/2017; Long-term sub Spec Ed-Step 1-\$15.31/hr.
2. Matthew Crase, Long Term Substitute Special Education EA-PCA for 6.75 hours/day at the Middle School, beginning 11/6/2017-12/15/2017; Long-term sub Spec Ed-Step 1-\$15.31/hr.
3. Laura DeGroot, Weight Room Assistant at the High School, beginning 11/13/2017-03/16/2018; Level J, Step 9
4. Matthew Detjen, Assistant Boys Swimming Coach at the Middle School, beginning 11/27/2017-3/3/2018; Level E, Step 1.



5. Margaret Fessler, Targeted Services PLUS Site Assistant for 1.5 hours/day at Bridgewater, beginning 11/7/2017-03/22/2018; Step 1-\$12.26/hr.
6. Roger Helgeson, 1.0 FTE Custodian at the High School and Bridgewater, beginning 11/14/2017. Step 3-\$17.07/hr.
7. Jonah Hudson-Erdman, Assistant Nordic Ski Coach at the High School, beginning 11/13/2017-02/15/2018; Level G, Step 1-40% Stipend.
8. Brenda Kragseth, 1.0 FTE General Education EA-Media Center at the High School, beginning 11/8/2017; Gen Ed Step 4-\$15.87/hr.
9. Jamie Larson, EarlyVentures Teacher for up to 40 hours/week at Longfellow, beginning 11/13/2017; Step 5-\$17.34/hr.
10. Ellen McCarthy, Assistant Nordic Ski Coach at the High School, beginning 11/13/2017-02/15/2018; Level G, Step 1-60% Stipend.
11. Samuel Pratt, Targeted Services PLUS Student Site Assistant for 1.5 hours/day at Bridgewater and Sibley, beginning 11/7/2017-3/22/2018; \$9.50/hr.
12. Caitlin Reuter, Dance Team Assistant Coach at the High School, beginning 10/26/2017-02/17/2018; \$14.00/hr. paid by fund raising.
13. Patrick Riley, Assistant Boys and Girls Track Coach at the High School, beginning 03/12/2018; Level F, Step 1
14. Rebecca Stoufis, 1.0 FTE Long Term Substitute Special Education Teacher ASD at Sibley, beginning 11/16/2017-01/16/2018; BA, Step 1
15. Jacklyn Swenson, Targeted Services PLUS Student Site Assistant for 1.5 hours/day for up to 4 days/week at Sibley, beginning 11/7/2017-03/22/2018; \$9.50/hr.

b. Increase/Decrease/Change in Assignment

1. Correction: Peggy Fink, Teacher at the High School, add Special Education Mentor at the High School, effective 10/13/2017-06/07/2018; \$500 Stipend-Sharing Stipend with Mary Magnuson.
2. Correction: Mary Magnuson, Teacher at the High School, add Special Education Mentor at the High School, effective 10/13/2017-06/07/2018; \$250 Stipend-Sharing Stipend with Peggy Fink.
3. Charlie Alvarez, Teacher at Greenvale Park, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/week at Greenvale Park, effective 11/1/2017-05/03/2018; Yr. 3-\$27.11/hr.
4. Robert Benson, EA at Sibley, add Targeted Services PLUS Site Lead for 1.5 hours/day for up to 4 days/week at Sibley, effective 11/6/2017-3/22/2018; Step 2-\$15.82/hr.
5. Caitlyn Bushey, Special Ed Teacher for .50 FTE at Greenvale Park and .50 FTE at Bridgewater, change to 1.0 FTE Special Ed Teacher at Bridgewater, effective 10/23/2017-06/07/2018.
6. Tina Dokken, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 5 hours/wk for up to 4 days/week at the Middle School, effective 11/1/2017-05/10/2018; Yr. 1-\$27.11/hr.
7. Stephanie Ennis, Teacher District Wide, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/week at Greenvale Park, effective 11/1/2017-05/03/2018; Yr. 2-\$27.11/hr.
8. Marilyn Frey, Special Ed EA at the High School, add LTS Special Ed Bus EA for up to 2.5 hours/day at the High School, effective 10/27/2017-12/11/2017.
9. Rebecca Gainey, Instructional Coach at Sibley, add an overload effective 01/2/2018-06/07/2018.
10. Melanie Klein, Special Ed EA-PCA at Sibley, change to 1.0 FTE Special Education Teacher ASD at Sibley, effective 11/6/2017-06/07/2018; BA, Step 1
11. Tiffany Malecha, Teacher at Greenvale Park, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/week at Greenvale Park, effective 10/12/2017-05/03/2018; Yr. 5-\$27.73/hr.



12. Tammy McDonough, Teacher at the Middle School, add Targeted Services BLAST Teacher for 5 hours/wk for up to 4 days/week at the Middle School, effective 10/26/2017-05/10/2018; Yr. 3-\$27.11/hr.
13. Rebecca Meyers, Early Childhood Teacher for 35 hours/week at the NCRC, change to Early Childhood Teacher for 33 hours/week at the NCRC, effective 10/30/2017.
14. Katie Remmey, EA at the Middle School, change to a.m. Crossing Guard for 15 minutes/day at the Middle School, effective 09/06/2017-06/07/2018.
15. Jessica Rushton, Special Ed EA-PCA NB Room for 6.75 hours/day at Sibley, change to Special Ed EA-PCA NB Room for 6.91 hours/day at Sibley, effective 10/11/2017-on going.
16. Heather Ryden, Instructional Coach at Greenvale Park, add an overload at Sibley, effective 01/2/2018-06/07/2018.
17. Kimberly Slegers, 1.0 FTE Health Teacher at the High School, change to .8 FTE Health and .2 FTE Phy-Ed at the High School, effective 09/05/2017-01/26/2018.
18. Rhonda Stanley, EA-PCA/EA Gen Ed at Greenvale Park, add Safety Patrol Duties at Greenvale Park, effective 10/31/2017.
19. Gina Swenson, Teacher at Sibley, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/week at Sibley, effective 11/7/2017-3/22/2018; Yr. 5-\$27.73/hr.
20. Amber Soderlund, Teacher at Sibley, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/week at Sibley, effective 11/7/2017-3/22/2018; Yr. 1-\$27.11/hr.

c. Leave of Absence Requests

1. Kathleen Beck, FMLA leave beginning on 10/24/17 through 11/6/17.
2. Stephanie DeAdder, FMLA leave beginning on 11/22/2017 through 11/28/2017.
3. Curt Mikkelsen, FMLA leave beginning 12/12/2017-01/01/2018.

d. Resignations

1. Mary Harrity-Davidson, Middle School Boys Tennis Coach, resignation effective 11/6/2017.
2. Samantha Olson, Media Center Assistant at the High School, resignation effective 11/13/2017.
3. Michelle Steele, Middle School Girls Tennis Coach, resignation effective 11/3/2017.

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

VIII. Items for Information

1. Enrollment Options Report.

Student Information Systems Specialist Christine Neset has provided the enclosed 2017-2018 Enrollment Options Report. Northfield Public Schools has 411 students attending our schools from other school districts this school year compared to 313 last year. 739 Northfield students are attending school elsewhere, including other public schools (189), charter schools (280), home schools (130) and non-public schools (140). Last year 719 students attended school elsewhere.

2. Enrollment Report – November 2017.

IX. Future Meetings

Monday, November 27, 2017, 6:30 PM, World's Best Workforce Public Hearing, Northfield High School Media Center  
Monday, November 27, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, December 11, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment



# **NORTHFIELD PUBLIC SCHOOLS**

## **School Board Minutes**

School Board Minutes

October 23, 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: Colangelo, Goerwitz, Hardy, Pritchard, Quinnell and Stratmoen. Iverson 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 Hardy, minutes of the Regular School Board meeting held on October 9, 2017, were unanimously approved.
- V. Announcements and Recognitions
  - Representatives of the Class of 1987 - Dr. Jennifer Albers Fischer, Renee Bragonier Lanka and Bridgewater teacher Kristen Everson Cade - presented the School Board with a check for \$3,000 to be placed in the Angel Fund account for students in all buildings. They issued a challenge to the Class of 1988 to meet or top the Class of 1987's contribution!
  - The American Choral Directors Association of Minnesota announced that the following students from Northfield Middle School 7 & 8th Grade Choirs have been chosen to participate in the State 7-8 Honor Choirs. Elizabeth Meehan, Jordyn Naumann, Madeline Radtke, Grace Ryden, Camille Schetnan, Landon Nissen, John O'Leary, and Andrew Ryden.
  - 115 Bridgewater 5th grade students participated in the 8th Annual Bridgewater 5K Run on Tuesday, October 17th. Every student completed the run. It was a great accomplishment and team building.
  - The National Merit Scholars that will be recognized before the next School Board meeting on Monday, November 13 are: semi-finalists Eijah Leer and Nicolas Kidd and commended students Brigitte Forster and Kenyon Nystrom.
  - Tracy Closson, Grounds Coordinator, was awarded the 2017 Outstanding Contributor Award by Minnesota Educational Facilities Management Professionals Association (MASMS). This award is in recognition of Tracy's outstanding dedication and commitment to educational facilities management.
  - On October 17, Greenvale Park hosted Science Night and had over 200 students in attendance! Students completed hands-on, engineering and design challenges brought to the school by The Works from Bloomington. Heather Ryden, Laura Berdahl and Savannah Stuckmayer were instrumental in planning and coordinating this event. The Greenvale Park PTO supported the event and many teachers, parents and community members volunteered to make this event happen.
  - Congratulations to the following student athletes and their coaches for their Big Nine Conference Championships: Girls Soccer - Girls Soccer were Minnesota Conference Champions twice. Volleyball - this is the first ever conference championship of a Raider Volleyball team in school history. Football - Big Southeast District Champions (Red Division).
- VI. Committee Reports.  
There were no committee reports.



VII. Items for Discussion and / or Reports

1. District Youth Council.

Berit Hendel of the District Youth Council's subcommittee, Interactions with Administration, presented DYC's progress from last year and their goals going forward.

2. Career and College Readiness.

Northfield Middle School Assistant Principal Michael O'Keefe and Northfield High School Guidance Counselor Mark Ensrud shared an update from the Northfield Promise Career and College Readiness Action Team.

VIII. Superintendent's Report

A. Items for Individual Action

1. Correction to Co-Curricular Additions.

On a motion by Stratmoen, seconded by Hardy, the Board unanimously approved the changes to the co-curricular additions approved at the October 9, 2017 Board meeting.

B. Items for Consent Grouping

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

1. Personnel Items.

a. Appointments

1. Christine Clay, Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/wk Mon.-Thurs. at Bridgewater and Sibley, beginning 11/7/2017-03/22/2018; Yr. 1-\$27.11/hr.
2. Cameron Jackson, KidVentures Site Assistant for up to 23.5 hours/wk at Greenvale Park, beginning 10/23/2017; Step 2-\$12.89/hr.
3. Lacy Knutson, Special Education Educational Assistant-PCA for 6.75 hours/day at the Middle School, beginning 10/16/2017-06/07/2018; Spec Ed Step 2-\$15.65/hr.
4. Emily Morsching, Early Childhood Family Education Educational Assistant for 10 hours/wk at the NCRC, beginning 10/24/2017; Gen Ed Step 1-\$14.74/hr.
5. Allison Harmer, Dance Team Assistant Coach at the High School, beginning 10/23/2017-2/17/2018. Level F Step 2.
6. Brianna Peterson, Fall Recreation with Community Services, beginning 10/19/2017-05/31/2018. \$9.50/hr.
7. Gloria Sterud, 1.0 FTE Long Term Substitute First Grade Elementary Teacher at Bridgewater, beginning on or about 01/04/2018-on or about 03/02/2018; MA, Step 6.

b. Increase/Decrease/Change in Assignment

1. Janet Amundson, Special Ed EA for 6.50 hours/day + .25 hour/day bus supervision at the Middle School, add Crossing Guard/Bus Patrol for .25 hours/day for a total of 7.00 hours/day at the Middle School, effective 9/6/2017-06/07/2018.
2. Kay Bergman, Special Education EA for 6.75 hours/day at the Middle School, add Crossing Guard for .25 hours/day for a total of 7.00 hours/day at the Middle School, effective 09/05/2017-06/07/2018.
3. Natalie Czech, Teacher at Bridgewater, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/wk at Bridgewater, effective 11/07/2017-03/22/2018; Yr. 1-\$27.11/hr.
4. Sara DeVries, Teacher at Bridgewater, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/wk at Bridgewater, effective 11/7/2017-03/22/2018; Yr. 5-\$27.73/hr.

5. Peggy Fink, Teacher at the High School, add Special Education Mentor at the High School, effective 10/13/2017-06/07/2018; \$250 Stipend-Sharing Stipend with Mary Magnuson.
  6. Lacy Knutson, EA for 6.75 hours/day at the Middle School, add Crossing Guard for .25 hours/day for a total of 7.00 hours/day at the Middle School, effective 10/17/2017-06/07/2018.
  7. Mary Magnuson, Teacher at the High School, add Special Education Mentor at the High School, effective 10/13/2017-06/07/2018; \$500 Stipend-Sharing Stipend with Peggy Fink.
  8. Kristy Malecha, Special Ed EA for 6.75 hours/day + .75 hour/day supervision at Greenvale Park, change to Special Ed EA for 6.75 hours/day + .50 hours/day supervision at Greenvale Park for a total of 7.25 hours/day, effective 9/5/2017.
  9. Beth McClune, EA for 6.75 hours/day at the Middle School, add Bus Patrol for .25 hours/day for a total of 7.00 hours/day at the Middle School, effective 10/9/2017-12/21/2017.
  10. Scott Richardson, Coach at the Middle School, add Building Supervisor at Bridgewater, effective 10/13/2017.
  11. Erik Swenson, Teacher at Bridgewater, add Targeted Services PLUS Teacher for 1.25 hours/day for up to 4 days/wk at Bridgewater, effective 11/07/2017-03/22/2018; Yr. 4-\$27.73/hr.
- c. Leave of Absence Requests
1. Jennifer Jones, Childcare leave of absence beginning April 20, 2018 through May 28, 2018.
  2. Annie Kruse, Family/Medical Leave of Absence beginning on or about 03/5/2018-06/10/2018.
- d. Retirement/Resignations
1. Judy Becker, Office Employee with Community Services, retirement effective 11/16/2017.
  2. David Moening, EA at the High School, resignation effective 10/28/2017.
  3. David Beck, Assistant Nordic Ski Coach, declined position 10/23/2017.
  4. Sarah Jansen, Assistant Track Coach at the High School, resignation effective 10/11/2017.

\* 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. Referendum Update.

Superintendent Hillmann reported that over 30 presentations have been made and 15 to 16 people have toured the high school as part of two tours that have been offered.

2. Reminder: Reception for National Merit Scholars – 6 PM, Monday, November 13 in the High School Media Center.

X. Future Meetings

Monday, November 13, 2017, 6:00 PM, Reception for National Merit Scholars, NHHS Media Center

Monday, November 13, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, November 27, 2017, 6:30 PM, World's Best Workforce Public Hearing, Northfield High School Media Center

Monday, November 27, 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 8:52 p.m.

Noel Stratmoen  
School Board Clerk



EXTRACT OF MINUTES OF MEETING  
OF THE SCHOOL BOARD  
OF INDEPENDENT SCHOOL DISTRICT NO. 659  
(NORTHFIELD PUBLIC SCHOOLS)  
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 659 (Northfield Public Schools), State of Minnesota, was duly held in said school district on November 13, 2017, at 7 o'clock p.m. for the purpose, in part, of canvassing a special election.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ moved the adoption of the following resolution:

**RESOLUTION CANVASSING RETURNS  
OF VOTES OF SCHOOL DISTRICT SPECIAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 659, State of Minnesota, as follows:

1. It is hereby found, determined and declared that the special election of the voters of this school district held on November 7, 2017, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, at said election a total of 7929 voters of the school district voted on the question of revoking the existing referendum revenue authorization of the school district and replacing that authorization with a new authorization for taxes payable in 2018 and thereafter (SCHOOL DISTRICT QUESTION 1), of which 4085 voted in favor, 3831 voted against the same, and there were no completely blank or defective ballots. Said proposition, having received the approval of at least a majority of such votes, is hereby declared to have carried.

3. As specified in the attached Abstract and Return of Votes Cast, at said election a total of 7929 voters of the school district voted on the question of authorizing the issuance of school building bonds for a school acquisition and betterment program (SCHOOL DISTRICT QUESTION 2), of which 3467 voted in favor, 4436 voted against the same, and there were no completely blank or defective ballots related to this question. The passage of School District Question 2 is contingent upon the passage of School District Question 1. Question 1 having carried and Question 2 having not received the approval of at least a majority of such votes, Question 2 is hereby declared to have failed.

4. The clerk is hereby directed to certify the results of the election to the county auditors of each county in which the school district is located in whole or in part. The clerk is also directed to report the results of the referendum revenue authorization election to the Commissioner of Education within fifteen (15) days of the date hereof.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor

thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.



Abstract of Votes Cast  
Independent School District No. 659 (NORTHFIELD)  
State of Minnesota  
at the School District General Election  
Held Tuesday, November 7, 2017

Compiled from the Official Returns.

Summary of Totals  
Independent School District No. 659 (NORTHFIELD)  
Tuesday, November 7, 2017 School District General Election

Number of persons registered as of 7 a.m.	17181
Number of persons registered on Election Day	512
Number of accepted regular, military, and overseas absentee ballots and mail ballots	800
Number of federal office only absentee ballots	0
Number of presidential absentee ballots	0
Total number of persons voting	7929

Summary of Totals  
Independent School District No. 659 (NORTHFIELD)  
Tuesday, November 7, 2017 School District General Election

**KEY TO PARTY ABBREVIATIONS**

NP - Nonpartisan

SCHOOL DISTRICT QUESTION 1 (ISD #659)

NP	NP
YES	NO
4085	3831

SCHOOL DISTRICT QUESTION 2 (ISD #659)

NP	NP
YES	NO
3467	4436



Detail of Election Results  
Independent School District No. 659 (NORTHFIELD)  
Tuesday, November 7, 2017 School District General Election

Precinct	Persons Registered as of 7 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
19 3810 : NORTHFIELD W-3 P-2	812	18	525
19 9288 : ISD 659 GREENVALE TOWN HALL	1148	22	494
66 0080 : NORTHFIELD W-1 P-1	1152	109	285
66 0085 : NORTHFIELD W-1 P-2	2266	38	1409
66 0090 : NORTHFIELD W-2 P-1	1538	43	846
66 0095 : NORTHFIELD W-2 P-2	1670	59	812
66 0105 : NORTHFIELD W-3 P-1	1768	40	865
66 0113 : NORTHFIELD W-4 P-1	1472	45	664
66 0114 : NORTHFIELD W-4 P-2	1082	58	79
66 9669 : ISD 659 WEBSTER TOWN HALL	1476	41	583
66 9670 : ISD 659 BRIDGEWATER TOWN HALL	2797	39	1367
Independent School District No. 659 (NORTHFIELD) Total:	17181	512	7929

Detail of Election Results  
Independent School District No. 659 (NORTHFIELD)  
Tuesday, November 7, 2017 School District General Election

Office Title: SCHOOL DISTRICT QUESTION 1 (ISD #659)

Precinct	NP YES	NP NO
19 3810 : NORTHFIELD W-3 P-2	359	165
19 9288 : ISD 659 GREENVALE TOWN HALL	140	353
66 0080 : NORTHFIELD W-1 P-1	235	48
66 0085 : NORTHFIELD W-1 P-2	806	603
66 0090 : NORTHFIELD W-2 P-1	419	425
66 0095 : NORTHFIELD W-2 P-2	404	405
66 0105 : NORTHFIELD W-3 P-1	545	318
66 0113 : NORTHFIELD W-4 P-1	393	270
66 0114 : NORTHFIELD W-4 P-2	73	6
66 9669 : ISD 659 WEBSTER TOWN HALL	174	409
66 9670 : ISD 659 BRIDGEWATER TOWN HALL	537	829
Total:	<b>4085</b>	<b>3831</b>

Office Title: SCHOOL DISTRICT QUESTION 2 (ISD #659)

Precinct	NP YES	NP NO
19 3810 : NORTHFIELD W-3 P-2	315	209
19 9288 : ISD 659 GREENVALE TOWN HALL	107	387
66 0080 : NORTHFIELD W-1 P-1	219	63
66 0085 : NORTHFIELD W-1 P-2	684	718
66 0090 : NORTHFIELD W-2 P-1	349	494
66 0095 : NORTHFIELD W-2 P-2	338	470
66 0105 : NORTHFIELD W-3 P-1	478	382
66 0113 : NORTHFIELD W-4 P-1	333	330



Detail of Election Results  
Independent School District No. 659 (NORTHFIELD)  
Tuesday, November 7, 2017 School District General Election

Office Title: SCHOOL DISTRICT QUESTION 2 (ISD #659)

Precinct	NP YES	NP NO
66 0114 : NORTHFIELD W-4 P-2	68	11
66 9669 : ISD 659 WEBSTER TOWN HALL	140	442
66 9670 : ISD 659 BRIDGEWATER TOWN HALL	436	930
Total:	3467	4436

## Dundas Dome Lease Agreement

January 1, 2018 – December 31, 2018

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### Lessor:

Dundas Dome  
901 Cannon Road  
Dundas, MN 55019

### Lessee:

Northfield Public Schools  
1400 Division Street South  
Northfield, MN 55057

1. **Lease Property:** Owner agrees to lease to Tenant space at the Dundas Dome, 901 Cannon Road, Dundas, MN 55019.
2. **Lease Term:** Term of this Lease begins January 1, 2018 and ends December 31, 2018.
3. **Rent:** Rent for the use of the facility (for the full facility) is \$450 per hour, not to exceed 90 hours within the Lease Term. Opportunities may exist to rent a portion of the facility, upon need.
4. **Payment Terms:** The Owner will invoice bi-monthly.
5. **Use of Property:** Tenant may use the property for Tenant co-curricular activities, including practices and competitions and for no other purpose without the consent of the Owner. The Tenant will have access to all facility amenities.
6. **Scheduling:** Owner and Tenant shall mutually determine facility use schedules. Staffing of officials and event workers shall be the responsibility of Tenant. All admission and/or entry fees stay with the Tenant.
7. **Insurance:** Tenant agrees to provide evidence prior to the start date of the lease agreement of general liability insurance with a limit of at least \$1,000,000.00 and to provide workers compensation insurance for Owner's employees. Owner agrees to provide evidence of property insurance.
8. **Renewal:** This lease will be automatically renewed with the same rental agreement for an additional year after the lease term ends, unless either party provides a six month's advance written notice of termination or at least one month's advance written notice of modification to the current agreement.
9. **Termination:** Termination of this Lease after December 31, 2018 may be made by either party only after at least six month's advance written notice.

### Lessee:

Northfield Public Schools

By: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

### Lessor:

Dundas Dome

By: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_



TO: Matt Hillmann, Superintendent  
FROM: Val Mertesdorf, Director of Finance *VM*  
DATE: November 13th, 2017  
RE: Board Approval of Financial Reports – August 2017

We request that the Board of Education approve paid bills, payroll, bond payments, electronic funds transfers, investments and financial reports for the month of August 2017.

Bills totaling \$1,781,876.72 were paid in August 2017.

Payroll checks totaling \$852,848.76 were issued in August 2017.

No bond payments were paid in August 2017.

At the end of August 2017 Total Cash and Investments amounted to \$25,983,706.23.

Wire transfers initiated by the district during August 2017:

8/1/17	\$3,000,000.00	From MN Trust Operating to MSDLAF AP Liquid
8/3/17	\$369,805.93	From MN Trust LTFM Bond to MSDLAF Liquid
8/10/17	\$3,000,000.00	From MSDLAF AP Liquid to MSDLAF Liquid

The following financial reports for August 2017 are included to show the current cash and investment balances, details of disbursements and electronic funds transfers.

1. Treasurer's Report
2. Disbursement Report

August 2017 Treasurer's Report

FUNDS	BALANCE BEGINNING OF MONTH	RECEIPTS	DISBURSEMENTS	JOURNAL ENTRIES	BALANCE END OF MONTH
GENERAL FUND	3,236,122.39	6,571,550.61	1,565,216.14	(8,726,540.16)	(484,083.30) *
FOOD SERVICE	726,917.09	52,584.36	27,412.06	60,598.99	812,688.38
COMMUNITY ED	785,218.43	204,727.65	240,423.30	6.14	749,528.92
CONSTRUCTION ACCOUNT	(345,922.83)	148.28	76,009.50	499,570.33	77,786.28
DEBT SERVICE	4,339,247.26	30,998.33	-	(805,499.22)	3,564,746.37
TRUST	148,841.24	19,004.00	28,350.00	966.25	140,461.49
SELF INSURANCE	6,344,219.70	1,550.60	697,314.48	(525,877.73)	5,122,578.09
TOTALS	15,234,643.28	6,880,563.83	2,634,725.48	(9,496,775.40)	9,983,706.23
CERTIFICATE OF DEPOSIT	6,500,000.00	-	-	9,500,000.00	16,000,000.00
GRAND TOTALS	21,734,643.28	6,880,563.83	2,634,725.48	3,224.60	25,983,706.23

\*General Fund includes Certificate of Deposit amount



**Disbursement Report**

ISD 659 - Northfield

August 2017

Disbursements:

Bills Paid:

General Fund	\$ 925,125.71	
Food Service Fund	8,926.82	
Community Services Fund	46,150.21	
Construction Fund	76,009.50	
Trust & Agency Fund	28,350.00	
Self Insurance Fund	<u>697,314.48</u>	
Total Bills Paid		1,781,876.72

Payroll:

General Fund	640,090.43	
Food Service Fund	18,485.24	
Community Services Fund	194,273.09	
Trust Fund	-	
Self Insurance Fund	<u>-</u>	
Total Payroll		852,848.76

Bond Payments:

Debt Redemption Fund	<u>-</u>	
Total Bond Payments		<u>-</u>
Total Disbursements		<u><u>\$2,634,725.48</u></u>

## NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 23 day of Oct, 2017, by and between Class of 1987, hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

### TERMS

*\$ 3,000 donation to the Angel Lunch accounts to be used in all schools. Presented at board meeting.*

Class of 1987  
Donor

By:

Approved by resolution of the School Board on the 23 day of Oct, 2017.

INDEPENDENT SCHOOL DISTRICT No. 659

By: \_\_\_\_\_

Clerk



## NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 2<sup>nd</sup> day of November, 2017, by and between Northfield Fine Arts Booster Club, Inc., hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

### TERMS

\$1,577.00 gift for the summer band lessons scholarships, check #1204 and \$486.00 gift for the summer orchestra lessons scholarships, check #1205.

Northfield Fine Arts Booster Club, Inc.  
Donor

By: Received in District Office VM

Approved by resolution of the School Board on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

INDEPENDENT SCHOOL DISTRICT No. 659

By: \_\_\_\_\_  
Clerk

MEMO TO: Dr. Matt Hillmann  
 Board of Education

FROM: Chris Neset

DATE: November 3, 2017

RE: 2017-18 Enrollment Options Report

Northfield Public Schools has 411 students attending our schools from other school districts this school year compared to 313 last year. 739 Northfield students are attending school elsewhere, including other public schools (189), charter schools (280), home schools (130) and non-public schools (140). Last year 719 students attended school elsewhere.

**Northfield Students Going To Non-Public Schools:**

	2016-17	2017-18
Academy for the Deaf/Blind	5	3
Bethany Academy	1	1
Bethlehem Academy	2	5
Blake School	1	1
Christian Heritage-Rosemount		2
Christian Life-Farmington		2
Divine Mercy Catholic	4	5
First Baptist-Rosemount	1	1
Good Shephard	2	2
Groves Academy	1	
Holy Cross Catholic	7	7
Life Academy	3	3
Montessori	2	2
Parkside Christian	2	
Penn Foster	1	
Perpich Center for the Arts	1	
Shattuck-St. Mary's	3	4
St. Dominic's	108	100
St. Thomas Academy	2	2
<b>Total Non-Public</b>	<b>146</b>	<b>140</b>

**Northfield Students Going To Home School:**

	2016-17	2017-18
Grade K	3	7
Grade 1	4	6
Grade 2	11	8
Grade 3	7	14
Grade 4	14	8
Grade 5	11	12
Grade 6	12	14
Grade 7	10	15
Grade 8	9	12
Grade 9	6	10
Grade 10	11	6
Grade 11	7	11
Grade 12	8	7
<b>Total Home School</b>	<b>113</b>	<b>130</b>
<b>Total Families</b>	<b>52</b>	<b>62</b>

**Northfield Students Going To Charter Schools:**

	2016-17	2017-18
Arcadia	94	99
Blue Sky	1	1
Cannon River STEM	6	9
Discovery School	1	
Edvisions Off Campus	2	2
MTCS Connections	12	10
Nerstrand Charter	3	5
Prairie Creek	159	153
St. Paul Conservatory		1
<b>Total Charter Schools</b>	<b>278</b>	<b>280</b>



Public Schools	Northfield Students Out		Non Resident Students In	
	2016-17	2017-18	2016-17	2017-18
Albert Lea				1
Austin	1			
Belle Plaine				1
Brooklyn Center	1	1		
Burnsville	1	1		1
Cambridge-Isanti				1
Cannon Falls	7	6	7	13
Cannon Valley Spec Ed	11	16		
Centennial		1		
Dakota County Spec Ed	1	1		
Edina	1	1		
Faribault	5	6	202	252
Farmington	20	20	13	20
Fergus Falls	3	3		
Grand Rapids		1		
Hastings			1	3
Houston	5	2		
Intermediate 287	1	2		
Janesville-Waldorf-Pemberton	1			
Kenyon-Wanamingo	2	2	15	17
Lakeville	22	20	10	13
Madelia			1	
Medford			1	
Meeker/Wright	1			
Minneapolis		2		1
New Prague	21	27	19	25
Owatonna	1		3	4
Prior Lake	1			
Randolph	62	65	17	28
Red Wing			1	
Richfield				2
Rochester	1			
Robbinsdale		1		
Rosemount-Apple Valley-Eagan	6	5	2	2
St. Cloud				
Tri City United	5	5	20	24
Waterville-Elysian-Morristown			1	4
West St Paul	1	1		
Willmar	1			
<b>Totals</b>	<b>182</b>	<b>189</b>	<b>313</b>	<b>411</b>



							2017-2018						
School and Grade Level	September 5th	September 8th	September 15th	September 22nd	October 2nd	November 1st	December 1st	January 2nd	February 1st	March 1st	April 3rd	May 1st	End of Year 6/6/2018
Longfellow													
Early Childhood	71	68	73	75	76	88							
Total	71	68	73	75	76	88	0	0	0	0	0	0	0
Greenvale Park													
Grade K-2030	87	86	85	85	85	86							
Grade 1-2029	68	68	68	68	68	69							
Grade 2-2028	81	81	80	80	80	82							
Grade 3-2027	77	76	76	76	76	76							
Grade 4-2026	79	79	79	79	79	79							
Grade 5-2025	93	94	94	93	93	94							
Total	485	484	482	481	481	486	0	0	0	0	0	0	0
Sibley													
Grade K-2030	98	95	95	95	95	96							
Grade 1-2029	86	85	85	85	85	83							
Grade 2-2028	102	102	102	102	102	102							
Grade 3-2027	91	92	92	92	92	92							
Grade 4-2026	108	107	106	106	106	106							
Grade 5-2025	107	108	108	108	110	109							
Total	592	589	588	588	590	588	0	0	0	0	0	0	0
Bridgewater													
Grade K-2030	87	87	88	88	88	88							
Grade 1-2029	97	97	97	97	97	98							
Grade 2-2028	91	91	92	93	94	94							
Grade 3-2027	113	113	113	113	113	113							
Grade 4-2026	90	90	90	90	90	90							
Grade 5-2025	113	113	113	113	113	113							
Total	591	591	593	594	595	596	0	0	0	0	0	0	0
Middle School													
Grade 6-2024	329	329	328	327	327	326							
Grade 7-2023	307	304	304	303	302	302							
Grade 8-2022	333	330	331	330	329	329							
St. Dominics	6	6.5	6	6	6	6							
Total	975	969.5	969	966	964	963	0	0	0	0	0	0	0
High School													
Grade 9-2021	361	359	358	358	356	357							
Grade 10-2020	325	324	324	325	324	323							
Grade 11-2019	355	354	353	352	353	355							
Grade 12-2018	300	299	295	294	294	292							
Total	1341	1336	1330	1329	1327	1327	0	0	0	0	0	0	0
ALC													
Grade 9-2021	1	1	2	3	3	3							
Grade 10-2020	3	3	3	5	5	6							
Grade 11-2019	15	15	16	19	19	27							
Grade 12-2018	38	43	48	51	52	59							
Total	57	62	69	78	79	95	0	0	0	0	0	0	0
Grand Total	4112	4099.5	4104	4111	4112	4143	0	0	0	0	0	0	0
Full Time only (excluding EC and Part-time/Independent Study ALC)	4028	4022	4017	4013	4012	4010							



11/1/2017

## Northfield Public Schools Enrollment Report

LongfellowEarly Childhood

Banks	8
Dorey	10
Goldade	13
Kremin	8
Kruse	1
O'Connor	3
Roth	7
Schnorr	6
Sorenson	8
Waters	10
Webster	1
Winter	13
<b>TOTAL</b>	<b>88</b>

\*\*

Greenvale Park

K	Flicek	25	
K	Hagberg	25	
K	Malecha	24	
K	Ziemann	12	
1	Landry	25	C
	Peterson		
1	(Nivala)	22	
1	Zach	22	
2	Amundson	26	C
2	Bulfer	19	
	Johnson-		
2	McLaughlin	19	
2	Larson	18	
3	Alvarez, C	21	C
3	Conway	19	
3	Timerson	18	
3	Youngblut	18	
4	Clarey	18	
4	Dimick	18	
4	Garcia	25	C
4	Hetzel	18	
5	Alvarez, R	26	C
5	Harding	22	
5	Sickler	23	
5	Spitzack	23	
	<b>TOTAL</b>	<b>486</b>	

Middle School

Grade 6 -2024	326
Grade 7 (*inc. 3.5 - 1/2 day)-2023	305.5
Grade 8 (*inc. 2.5 - 1/2 day)-2022	331.5
<b>TOTAL</b>	<b>963.0</b>

\*12 (6) St. Dominic's students attend 1/2 day

Early Childhood**	88
Kindergarten-2030	270
Grade 1-2029	250
Grade 2-2028	278
Grade 3-2027	281
Grade 4-2026	275
Grade 5-2025	316

**Total K-5** 1758 **1758****Total Middle School****Total High School** **1327****GRAND TOTAL** **4048.0****ALC 9-12** **95****GRAND TOTAL with ALC** **4143.0****Full Time only****(excluding EC and****Part-****time/Independent****Study ALC)****4010.0**Sibley

Grade	Teacher		
K	Born	25	
K	Downs	22	
K	Heil	25	
K	Matson	24	
1	Craft	20	
1	Sasse	23	C
1	Sieger	20	
1	Swenson	20	
2	Baker	27	C
2	Seeborg	25	
2	Soderlund	25	
2	Spitzack	25	
3	Guggisberg	23	
3	Jandro	24	
3	Johnson	21	C
3	Sweeney	24	
4	Day	17	
4	Fox	22	
4	Haar	23	
4	McManus	21	C
4	Rud	23	
5	Baragary	29	
5	Malecha	29	
5	Ostermann	23	C
5	Stulken	28	

**TOTAL** **588**Bridgewater

K	Allison	21	
K	Cade	22	
K	Danielson	22	
K	Tran	23	
1	Charlton	24	
1	Ellerbush	24	
1	Hall	24	
1	Lanza	26	C
2	Lane	22	
2	Lofquist	23	
2	Rubin	27	C
2	Sterud	22	
3	Larson	24	
	Peterson		
3	(Temple)	22	C
3	Ryan	22	
3	Sickler	23	
3	Truman	22	
4	Holden	21	
4	Schuster	23	
4	Shepherd	23	
4	Swenson	23	C
5	DeVries	25	
5	Duchene	30	C
5	Kohl	28	
5	Rauk	30	
	<b>TOTAL</b>	<b>596</b>	

High School

Grade 9-2021	357
Grade 10-2020	323
Grade 11-2019	355
Grade 12-2018	292
<b>TOTAL</b>	<b>1327</b>

ALC

	F/T	**P/T	**I/S	TOTAL
Grade 9-2021	1	0	2	3
Grade 10-2020	3	0	3	6
Grade 11-2019	14	0	13	27
Grade 12-2018	32	2	25	59
<b>TOTAL</b>	<b>50</b>	<b>2</b>	<b>43</b>	<b>95</b>

Enrollments represent 100% enrolled except where indicated by \*\*

Half day St. Dominic's students are represented by \*