

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for March 13, 2023 Regular School Board Meeting

5. Items for Discussion and Reports
 - a. Proposed Priority-Based Budget Reductions. Attached is additional budget reduction information including a presentation regarding the Northfield Middle School six-period day, transportation and bussing information, and Northfield High School FTE reductions.
6. Consent Agenda
 - e. Personnel Items
 - i. Appointments
 7. Dominic DiMaggio, Program Assistant with Community Ed Recreation, beginning 2/24/2023-5/31/2023. \$10.59/hr.
 8. Samantha Asplund, Community School After School Site Assistant for 11 hours/week at Bridgewater, beginning 3/21/2023-5/25/2023. Step 1-\$14.50/hr.
 - ii. Increase/Decrease/Change in Assignment
 9. Samantha Becker, 9th Grade Assistant Softball Coach at the High School, change to .5 9th Grade Assistant Coach and .5 Assistant Girls Softball Coach at the High School, effective 3/13/2023. \$4,570
 10. Adriana Bermudez, Gen Ed EA at the NCEC, add Spanish Screener as needed at the NCEC, effective 3/10/2023.
 11. Correction: Margaret Diviney-Fearing, Long Term Substitute Special Ed EA PCA for 16.5 hours/week at the NCEC, change to Long Term Substitute Special Ed EA PCA for 18 hours/week at the NCEC, effective 2/27/2023.
 12. Mary Franz, 9th Grade Assistant Softball Coach at the High School, change to .5 9th Grade Assistant Coach and .5 Assistant Girls Softball Coach at the High School, effective 3/13/2023. \$4,570
 13. Elise Goodfellow, KidVentures Student Site Assistant at Greenvale Park, \$10.59/hour, change to KidVentures Student Site Assistant at Greenvale Park, effective 3/16/2023. \$14.50/hr.
 14. Graciela Guerrero, Spec Ed EA at the NCEC, add Spanish Screener as needed at the NCEC, effective 3/10/2023.
 15. Ann Jerdee, Girls Golf Coach at the Middle School, change to .5 Head Girls Golf Coach and .5 Assistant Girls Golf Coach at the Middle School, effective 3/10/2023. \$2,793
 16. Jamie Jerdee, Boys Golf Coach at the Middle School, change to .5 Head Boys Golf Coach and .5 Assistant Boys Golf Coach at the Middle School, effective 3/10/2023. \$2,793
 17. Ryan Pietsch, Boys Golf Coach at the Middle School, change to .5 Head Boys Golf Coach and .5 Assistant Boys Golf Coach at the Middle School, effective 3/10/2023. \$2,793
 18. Sara Pratt, Assistant Director of Special Education, change to Director of Special Services, beginning 7/1/2023. Salary based on Non-Union Administrators Agreement (Step 1).
 - iii. Leave of Absence
 2. Amy Boecker, Educational Assistant/PCA at NCEC, medical leave of absence beginning 4/19/23 for up to six weeks.
 - iv. Retirements/Resignations/Terminations
 4. Grace Farwell, Community School Club Leader at Bridgewater, resignation effective 3/10/2023.
 5. Jim Hoffman, Head Custodian at the High School, resignation effective 3/24/2023.
 6. Lisa Nelson, Title I teacher at Greenvale Park Elementary (currently on leave), retirement effective 8/31/2023.
 7. Pam Toepper, CNA at the High School, resignation effective 3/24/2023.

Northfield High School Priority-Based Budget Reduction FTE Plan 03.13.2023

Northfield High School identified 3.1 FTE as part of the “Secondary Package.” Student registration drives the high school scheduling process. The following recommended FTE reductions are in alignment with the 2022 priority-based budget team priorities and rooted in student registrations.

FTE to be reduced:

- 1.0 Mathematics
- 1.0 Social studies
- 0.40 French
- 0.20 English
- 0.20 Music
 - This is because of low enrollment in the music theory course. The posting for the open orchestra position will be 0.80 FTE — there are no reductions in orchestra offerings. We believe we can hire a quality candidate at 0.80 FTE.
- 0.20 Physical Education
- 0.10 Credit Recovery

While these are difficult, no departments are being eliminated. Even with the 1.0 FTE reductions in mathematics and social studies, overall class sizes are expected to be manageable. There will be some larger sections, but typically in some elective areas or singleton courses.

NMS Six Period Day Proposal for 2023-2024



NMS Grade 6: Proposed Six Period Day

Period 1	Math
Period 2	Science
Period 3	Social Studies
Period 4	Language Arts (LA) 6
Period 5	PE 6/Art 6
Period 6	Electives

FACTS:

1. Teachers have 5 classes and a preparation period.
No room for a teacher to do supervision.
2. Due to no supervision/study hall, musics must be every day
3. Spanish would need to replace Art
4. Grade 6 needs elective options for students who do not have music.
5. Two less core grade 6 teachers are needed in this proposal.

NMS Grade 7/8: Proposed Six Period Day

Period 1	Math
Period 2	Science
Period 3	Social Studies/Geography
Period 4	English
Period 5	PE /Health
Period 6	Electives (can have two)

Elective Options *(all every other day):*

Amistades, Musics, Art, FACS *(7th grade only)*,
STEM *(8th grade only)*.

FACTS:

1. Teachers have five classes and a preparation period. No room for a teacher to do supervision.
2. Students need to have two electives.
3. Students currently can take up to four electives (two if they have Amistades). In this proposal they can only take two, including Amistades.

Additional Information

1. Students with any intervention can take at most one elective or would need to drop a core class. (*Special Education, ELL, Reading and Math Accel (ADSIS Interventions), AVID, Will program*).
2. The middle school staff is starting to discuss the possibility of a homeroom/advisory. This would need to be voted on by our staff, if it was going to be used to deliver any type of instruction, such as SEL, AVID strategies, PRIDE lessons, ect.

Proposed Transportation Reduction | Options for Discussion | March 13, 2023

Val Mertesdorf | Director of Finance

Background:

During the priority based budget process in the spring of 2022, the school board approved working with Benjamin Bus to identify \$350,000 of reductions in transportation. The district has reviewed multiple options over the past year.

The current transportation system has 23 morning routes and 22 afternoon routes that transport more than 2000 students each day over 178 square miles in three counties. Benjamin Bus has continuously worked to have an efficient and effective system. Below are options that were discussed.

Routing and Boundaries

- A. Only transport students that live 2 miles or more from their school building. This is the minimum requirement in statute. This would result in approximately 16 morning and afternoon routes. Approximately 1,000 students would lose access to transportation.
- B. Change the parental responsibility boundary from 1.0 to 1.5 for secondary students and from 0.75 to 1.0 for elementary students. This would result in approximately 21 morning and afternoon routes. Approximately 450 students would lose access to transportation.
- C. Opportunities for boundary changes and building times that would facilitate streamlined transportation. This was a robust option that would dramatically change the current landscape. This would result in approximately 19 morning and afternoon routes. Approximately 450 students would lose access to transportation.
- D. Consider routing the rural Bridgewater attendance area on a single tier. This could result in a bell schedule 15 minutes earlier than current. This would allow Benjamin Bus to facilitate transportation needs to early childhood more effectively.

Policies and Practices

- E. Consideration of increasing the acceptable arrival and departure windows at each building to maximize the use of all vehicles.
- F. Require annual registration for transportation. This would enhance efficiency by not planning for capacity that may not exist. Consider the use of bus passes to help facilitate this change and ensure routing is set primarily for students who ride regularly.
- G. Consideration of increases in acceptable length of ride time for rural students.
- H. Leave boundaries in place but implement an annual charge per student transported living less than 2 miles from their school building.
- I. Consider a surcharge for activity travel which annually costs approximately \$250,000.

Recommendations

After thoughtful consideration, we cannot recommend increasing the transportation boundary. The potential negative impacts on students and families significantly outweighs the budget savings. The recommendations below will not meet the goal reduction of \$350,000.

1. Opt-In Transportation

An opt-in model for transportation will allow maximum efficiency in routing as well as enhancing student safety. This model would likely include a bus pass for easy identification.

2. Fee for Service Transportation

Minnesota Statute requires the district to provide transportation for students who live 2.0 miles from their school building. Currently the district transports elementary students at 0.75 miles and secondary at 1.0. Our goal is to provide safe and reliable transportation to allow students access to a high quality education. One model would still provide transportation as it currently is, but require a fee for transportation that is less than what is mandated by the State.

Below is an estimated calculation. The recommendation would not have families that qualify for free or reduced meals pay a fee.

	Elementary	Secondary	Total
.75 to 1.0 mi	195	0	195
1.0 to 1.5 mi	80	352	432
1.5 to 2.0 mi	84	380	464
Totals	359	732	1,091
	Fee Level \$250	Fee Level \$300	Fee Level \$350
Total Students	1091	1091	1091
Annual Fee	\$250	\$300	\$350
Total Potential Revenue	\$272,750	\$327,300	\$381,850
75% (FRP/Subsidy)	\$204,563	\$245,475	\$286,388

3. Collaborate with the City of Northfield on road planning

If the City were to construct a street or path to connect Aspen Street to Southbridge Dr this would greatly benefit Middle School students who are currently transported due to the walk distance due to the lack of a direct route.

4. Allow flexibility in bus arrival and departure times

Allowing a larger window for bus drop off in the morning allows more efficient use of vehicles that can make more in-town “mini routes” to enhance efficiency. There is the potential for additional supervision requirements, the district will work with Benjamin Bus and each building to determine the appropriate windows that meet all parties needs.

5. Review activities transportation

There is a significant variation in the amount of transportation per participant. An in depth review could help isolate excess expenditures.