

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for April 8, 2024 Regular School Board Meeting

5. Items for Discussion and Reports
 - a. Consistent Attendance. The narrative and slide deck for the consistent attendance report is attached.

6. Consent Agenda
 - e. Personnel Items
 - i. Appointments
 30. Krissa Anderson, Instructor Lead with Community Ed Recreation, beginning 4/8/2024 - 5/31/2024. Step 6 - \$16.25/hr.
 31. Barrett Bradley, Lifeguard with Community Ed Recreation, beginning 5/6/2024 - 5/31/2024. Step 1 - \$14.00/hr.
 32. Jasmin Celis, KidVentures Student Site Assistant for up to 15 hours/week at Spring Creek, beginning 4/9/2024. Step 1 - \$14.90/hr.
 33. Jeffrey Holter, 1.0 FTE Custodian at the Middle School, beginning 4/15/2024. Step 5 - \$21.45/hr.
 34. Maria Huerta Hernandez, 1.0 FTE Custodian at the High School, beginning 3/18/2024. Step 1 - \$19.63/hr.
 35. Meghan Karsky, 1.0 FTE Speech and Language Pathologist at the NCEC, beginning 8/22/2024. MA, Step 5
 36. Gail Kohl, .2 FTE Long Term Substitute 4th Grade Teacher at Bridgewater, beginning 8/22/2024 - 6/6/2025. MA, Step 10
 37. Gail Kohl, .2 FTE Long Term Substitute 5th Grade Teacher at Bridgewater, beginning 8/22/2024 - 6/6/2025. MA, Step 10
 38. Bailey Krueger, 1.0 FTE Speech and Language Pathologist at Greenvale Park/Spring Creek, beginning 8/22/2024. MA, Step 6
 39. Anthony Mathison, .4 FTE Long Term Substitute Physical Education Teacher at Bridgewater, beginning 8/22/2024 - 6/6/2025. MA, Step 10
 40. Savannah Metcalf, Summer Instructor Lead with Community Ed Recreation, beginning 5/29/2024 - 8/31/2024. Step 1 - \$15.00/hr.
 41. Marea Sieger, KidVentures Student Site Assistant for up to 15 hours/week at Greenvale Park and Bridgewater, beginning 4/9/2024. Step 1 - \$14.90/hr.
 42. Margaret Witt, Summer Special Ed ESY Teacher for 5.75 hours/day at Greenvale Park, beginning 6/27/2024 - 7/19/2024. MA, Step 10
 - ii. Increase/Decrease/Change in Assignment
 53. Hannah Ames, .4 FTE French Teacher at the High School, add .6 FTE English Teacher at the High School, effective 8/20/2024-6/9/2025.
 54. Richelle Audiss, CNA at the Middle School, add Instructor Lead with Community Ed Recreation, beginning 5/15/2024-8/31/2024. Step 6 - \$16.25/hr.
 55. Linnea Bollum, Health Teacher at the Middle School, add MSYC Teacher for up to 2 hours/day M-TH at the Middle School, effective 4/10/2024-5/16/2024. \$40.00/hr.
 56. Barrett Bradley, Lifeguard with Community Ed Recreation, add Summer Lifeguard, Summer Instructor Assistant, and Summer Instructor Lead with Community Education Recreation, effective 5/29/2024-8/31/2024. Lifeguard - Step 1 - \$14.00/hr., Summer Instructor Assistant - Step 2 - \$14.25/hr., Summer Instructor Lead - Step 2 - \$15.25/hr.
 57. Gisele El Achkar, Special Ed ASD Teacher at the High School, change to Special Ed ASD Teacher at the Middle School, effective 8/22/2024.
 58. Raymond Gainey, Targeted Services Club Leader at the Middle School, add Summer Site Supervisor with Community Education Recreation, effective 5/15/2024 - 8/31/2024. Step 6 - \$16.25/hr.

59. Christine Howard, Speech and Language Pathologist at Greenvale Park and Spring Creek, add ESY Speech and Language Pathologist for up to 5.75 hours/day at Greenvale Park and the Middle School, effective 6/27/2024-7/19/2024. Lane/step
 60. Erna Janssens, Building Supervisor/Instructor Assistant with Community Ed Recreation, add Summer Lifeguard, Summer Instructor Assistant, and Summer Instructor Lead with Community Education Recreation, effective 5/29/2024 - 8/31/2024. Lifeguard - Step 5 - \$15.00/hr., Summer Instructor Assistant - Step 5 - \$15.00/hr., Summer Instructor Lead - Step 5 - \$16.00/hr.
 61. Cora Johnson, Summer Instructor Assistant with Community Ed Recreation, add Official-Adult Softball League with Community Ed Recreation, effective 5/1/2024 - 8/31/2024. \$30/game.
 62. Inga Johnson, Summer Lifeguard with Community Ed Recreation, add Summer Instructor Assistant, and Summer Instructor Lead with Community Education Recreation, effective 5/29/2024 - 8/31/2024. Summer Instructor Assistant - Step 2 - \$14.25/hr., Summer Instructor Lead - Step 2 - \$15.25/hr.
 63. Jenny Link, ASD Special Ed Teacher at the Middle School, change to LI Special Ed Teacher at the High School, effective 8/22/2024.
 64. Danielle Olson, .50 FTE School Social Worker at Bridgewater and .50 FTE LTS School Social Worker at Bridgewater, change to School Social Worker .40 FTE High School/.60 FTE NCEC, effective 8/22/2024 ongoing.
 65. Ian Rhoades, .80 FTE English Teacher at the High School, change to 1.0 FTE English Teacher at the High School, effective 8/22/2024-ongoing.
 66. Amy Stowe, 1.0 FTE Administrative Support Assistant-MS Principal at the Middle School, change to 1.0 FTE Accounting Generalist at the District Office, effective 4/22/2024.
- iii. Leave of Absence
10. Christian Blanck, Art Teacher at the High School, .20 FTE Leave of Absence for the 2024 - 2025 school year.
 11. Sara DeVries, Teacher (on a leave of absence) at Bridgewater, .20 FTE Leave of Absence - job sharing with Anna Rubin, for the 2024 - 2025 school year.
 12. Anna Rubin, 5th Grade Companeros Teacher at Bridgewater, .80 FTE Leave of Absence -job sharing with Sara DeVries, for the 2024 - 2025 school year.
 13. Renae Schuster, Teacher at Bridgewater, FMLA Leave of Absence, beginning 4/15/2024 through the end of the 2023 - 2024 school year.
- iv. Retirements/Resignations/Terminations
12. Valerie Carter, EA at Bridgewater, resignation effective 4/5/2024.
 13. Paul Eddy, Head Girls Basketball Coach at the High School, resignation effective 4/5/2024.
 14. Marckileine Legros, School Counselor at the High School, resignation effective at the end of the 2023-2024 school year.
 15. Kari Prestemon, School Social Worker at the High School, retirement effective at the end of the 2023-2024 school year.
 16. Sari Zach, Grade 1 Teacher at Greenvale Park, retirement effective 7/26/2024.
- f. Overnight Field Trip. Director of Activities John Mahal and Girls Head Golf Coach Mel Miller request board approval to take the high school girls golf team on an extended overnight field trip May 17-18, 2024.

Northfield Public Schools - Attendance Data
Narrative Presentation to the School Board
April 8, 2024

Slide Number	Notes
1	We are pleased to be here tonight to provide valuable information on our district attendance data and support process.
2	Our work is grounded in the district vision and strategic commitments as we work to elevate our practices and continue to improve outcomes on the 11 district benchmarks.
3	Following the pandemic disruption, school attendance levels remain lower across the country and across all demographic groups.
4	<p>The research is clear: daily school attendance positively impacts students' academic, social, emotional, and cognitive development. Regular school participation provides students with the foundation they need to succeed in school and life.</p> <p>Attendance data, however, has many components and requires consistent recordkeeping across the district and the state.</p>
5	Consistent attendance was added as part of Minnesota's accountability system under the Every Student Succeeds Act in the 2018-19 school year. A student is consistently attending school if they attend more than 90 percent of school days. The district outlines attendance guidelines in Policy 503 and school building handbooks.
6	<p>The statewide attendance goal published by MDE:</p> <p>Consistent Attendance Goal - By the year 2020: Reach a consistent attendance rate of 95 percent with no group below 90 percent.</p>
7	<p>Difference Between Chronic Absence and Truancy: these two terms describe different aspects of absenteeism and require different approaches for support. Truancy generally refers to unexcused absences while chronic absenteeism includes excused and unexcused absences.</p> <p>Minnesota defines a student as truant if they are absent without lawful excuse on three or more days or any part of the school day.</p>
8-9	<p>As a system, how are we doing in the area of attendance? Currently, 80% of students at our elementary, middle and high schools are consistently attending school.</p> <p>On average, 93% of students are in attendance each day, which is important to consider in light of the national narrative.</p> <p>Please note that the metrics shared tonight include elementary, middle and high schools. The</p>

	ALC is analyzed separately as one of the qualifying metrics for the ALC is chronic absence.
10-14	These slides provide consistent attendance data by building and demographic group and indicate lower consistent attendance for secondary students, our FRP students and some students of color.
15	<p>District data indicates the most common excused absences are out of town/family requests and illness, but vary slightly across elementary and secondary schools.</p> <p>Additionally, the Absent Teacher and No Contact metrics are included here. <i>Absent Teacher</i> is an absence reported by the teacher that doesn't have a reason attached to it. If the attendance officer learns of the reason for absence, it is changed, however, if they don't hear within 24-48 hours it is changed to unexcused absence. The <i>No Contact</i> code is used when the school attempted but was unsuccessful in reaching the family to obtain an absence reason.</p>
16	The MDE accountability measure for consistent attendance is publicly available on the MDE Report Card. A deeper dive into this data reveals the impact of inconsistent attendance coding across the state. If districts are reporting absences differently (and they are), then the value of using this metric as a measure of our system impact is reduced.
17	<p>Our district supports regular attendance in a variety of ways. Fostering a school environment that maximizes student engagement is measured via student surveys about connectedness and social emotional health. The school handbooks outline the attendance expectations at each level of our system as well as the consequences for ongoing absences. At each building, the MTSS and/or PST teams regularly review attendance data and our outstanding Cultural Liaison and Family Engagement Navigators and other school staff work collaboratively to execute response plans to improve student attendance.</p> <p>More specifically, SEL and connectedness data is reviewed by building teams who then go on to develop action steps for additional student support.</p> <p>At the secondary level, Raiders PRIDE and Raiders LEAD are about setting and communicating specific expectations and recognition to support school culture.</p> <p>Building teams are very data forward - reviewing lists of names 1-2xs per week, working with community partners, looking for system barriers, clearly and consistently communicating about absences via Skyward and using TalkingPoints to communicate with families.</p> <p>Cultural Liaisons: Sebastian Buset attends the high school MTSS and PST meetings to assist with attendance issues. In the 2024-2025 school year, Sybil Betsinger will be a member of the attendance team at NHS.</p> <p>The Family Engagement Navigators were added to elementary building attendance and MTSS teams in the 2023-2024 school year. Additionally, the navigators meet monthly to discuss high contact students and collaborate, problem solve and generate solutions.</p>
18	Your questions?

Northfield School District Attendance Data

School Board Presentation | April 8, 2024



Reaching Out, Reaching Up:

THE 2027 STRATEGIC PLAN

VISION

We prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

BENCHMARKS

1 All children are ready for kindergarten .	2 All students are connected to the community .	3 All students are at grade level in reading and mathematics by the end of third and sixth grades.
4 All students exhibit physical, social and emotional well-being .	5 All students have a connection with a caring adult beyond their parents as they transition to middle school.	6 All students have interests, goals and a vision for the future by the end of eighth grade.
7 All students graduate from high school with a plan to reach their full potential.	8 All employees report satisfaction in the workplace.	9 All parents report satisfaction with their children's educational experience.
10 The district maintains 14% of its annual expenditures in its unassigned fund balance to ensure financial stability .	11 Community education provides relevant and accessible learning opportunities for all residents.	<small>Note: The first seven benchmarks are aligned with the language identified by Northfield Promise, a collective impact consortium of 20 community organizations committed to helping Northfield's youth thrive "from cradle to career."</small>



STRATEGIC COMMITMENTS



People

We prioritize the engagement, satisfaction, and support of every student, staff member, and family.



Learner Outcomes

We prepare every student to be academically and socially ready to choose their preferred pathway after high school graduation.



Equity

We ensure that every child has a fair opportunity to reach their full potential.



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

We responsibly manage our personnel, finances, property, time and environmental impact.



Partnerships

We seek community partnerships that accelerate student achievement of district benchmarks.

We prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

In the Media - NYT, March 29, 2024

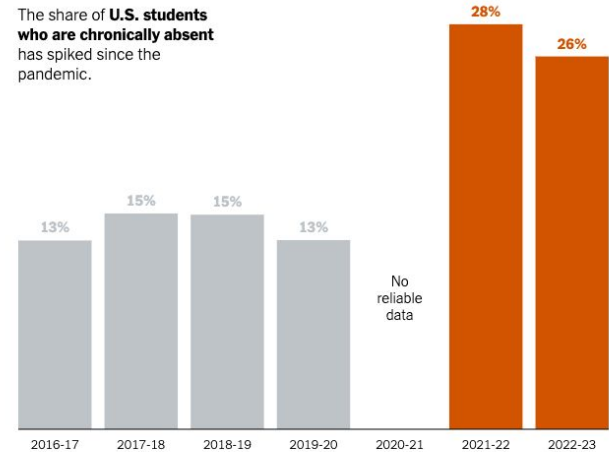
Why School Absences Have ‘Exploded’ Almost Everywhere

The pandemic changed families’ lives and the culture of education: “Our relationship with school became optional.”

The New York Times

“The increases have occurred in districts big and small, and across income and race. For districts in wealthier areas, chronic absenteeism rates have about doubled, to 19 percent in the 2022-23 school year from 10 percent before the pandemic, a New York Times analysis of the data found.”

The share of **U.S. students who are chronically absent** has spiked since the pandemic.



Source: Nat Malkus, American Enterprise Institute. Chronic absenteeism is defined as missing 10 percent of a school year.

Attendance data has many moving parts



**School
attendance
matters for
kids!**

What is Consistent Attendance?

MDE Definition

A student will be considered to be consistently attending school if they attend more than **90%** of school days.

1. **How is it consistent the attendance rate calculated?** The number of school days the student attends is divided by the number of school days the student is a member of the district.
2. **What is counted as an absence when calculating chronic absences?** Students who are not at school and not under the supervision of a paid school employee. Field trips, athletic events, in-school suspensions are considered “School Related” absences and not used in calculating attendance rates

Statewide Attendance Goal

By 2020: Reach a consistent attendance rate of 95 percent with no group below 90 percent.



Truancy vs Chronic Absence

Chronic Absence

- Counts all absences
- Emphasizes academic impact of missed days
- Uses community-based, positive strategies

Truancy

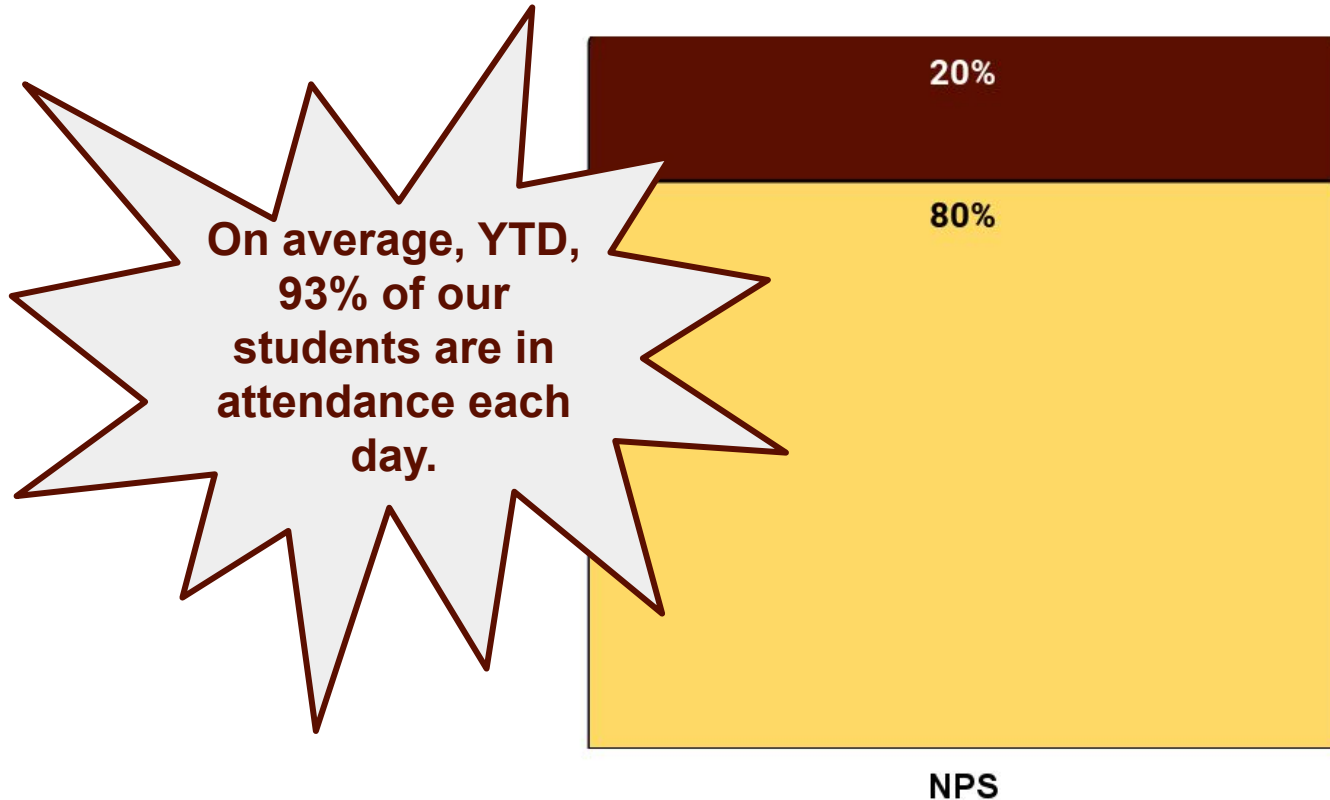
- Counts only unexcused absences
- Emphasizes compliance with school rules
- Relies on legal and administrative solutions



How are we doing?

2023-2024 School Year Attendance by Demographic

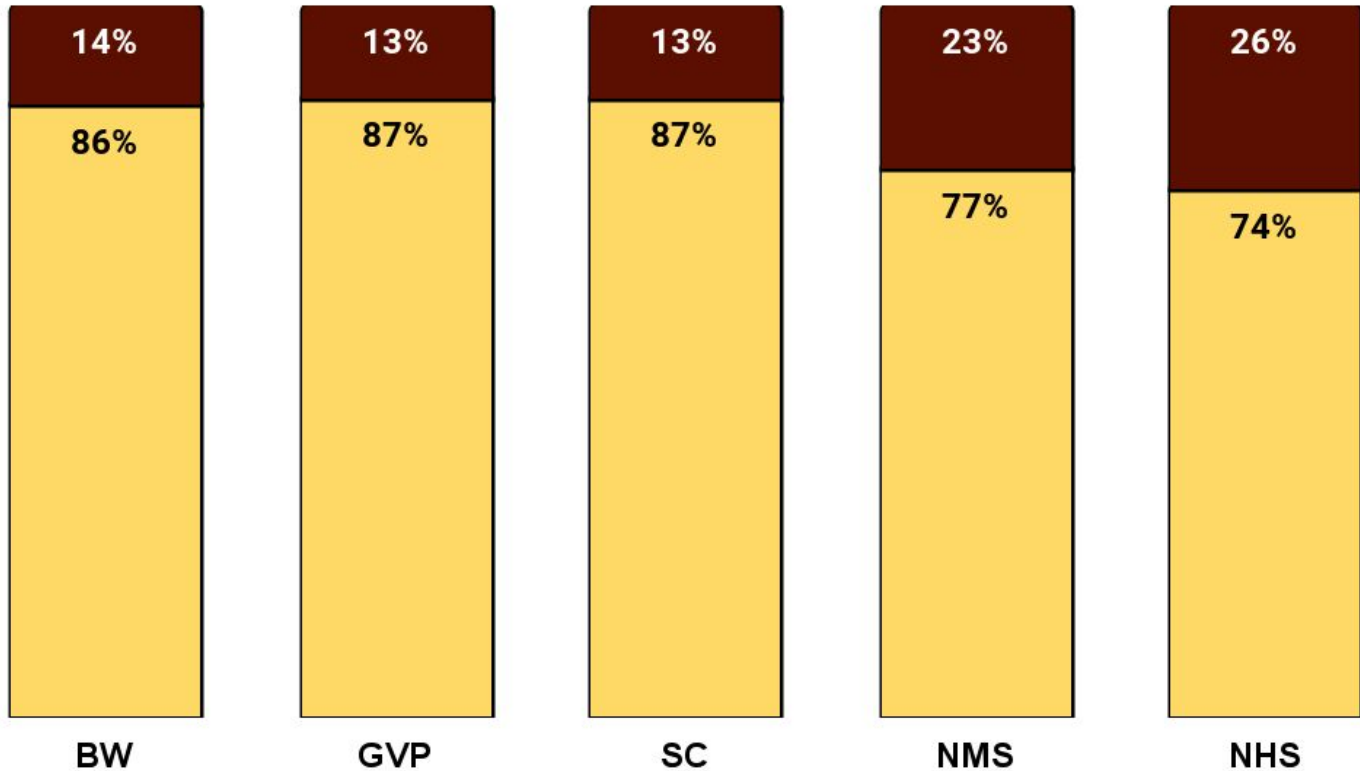
■ YTD Chronically Absent ■ YTD Not Chronically Absent



Attendance Metrics by School and Demographic

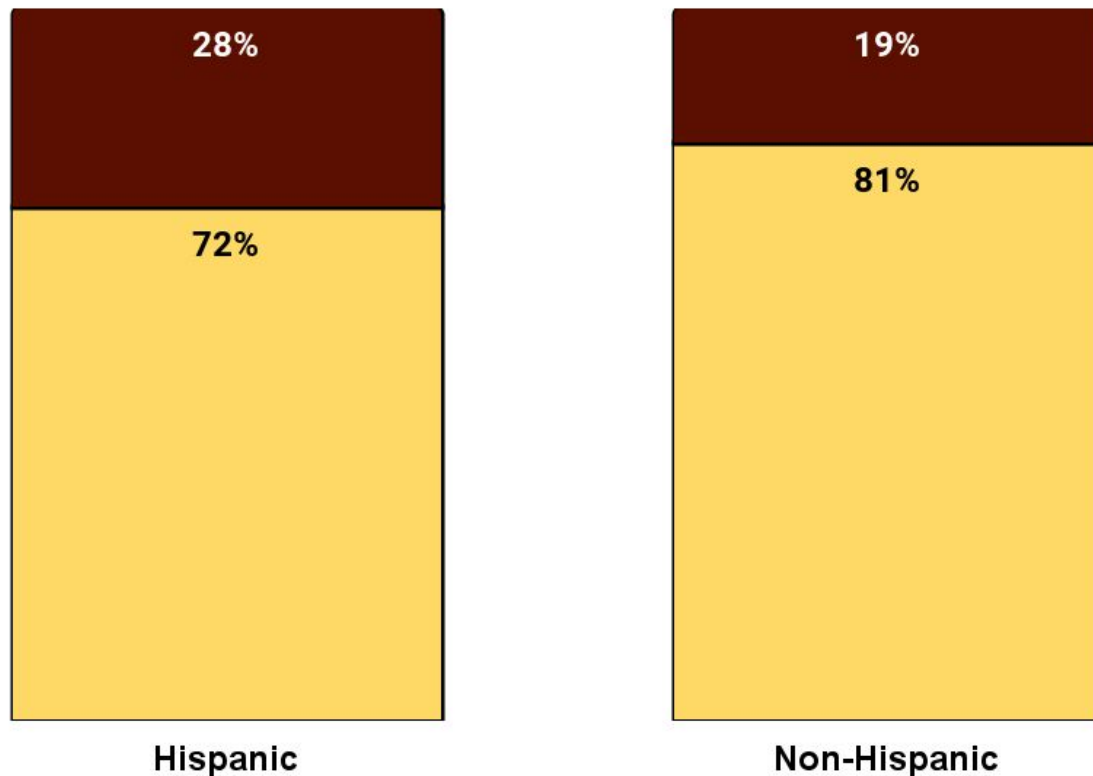
2023-2024 School Year Attendance

■ YTD Chronically Absent ■ YTD Not Chronically Absent



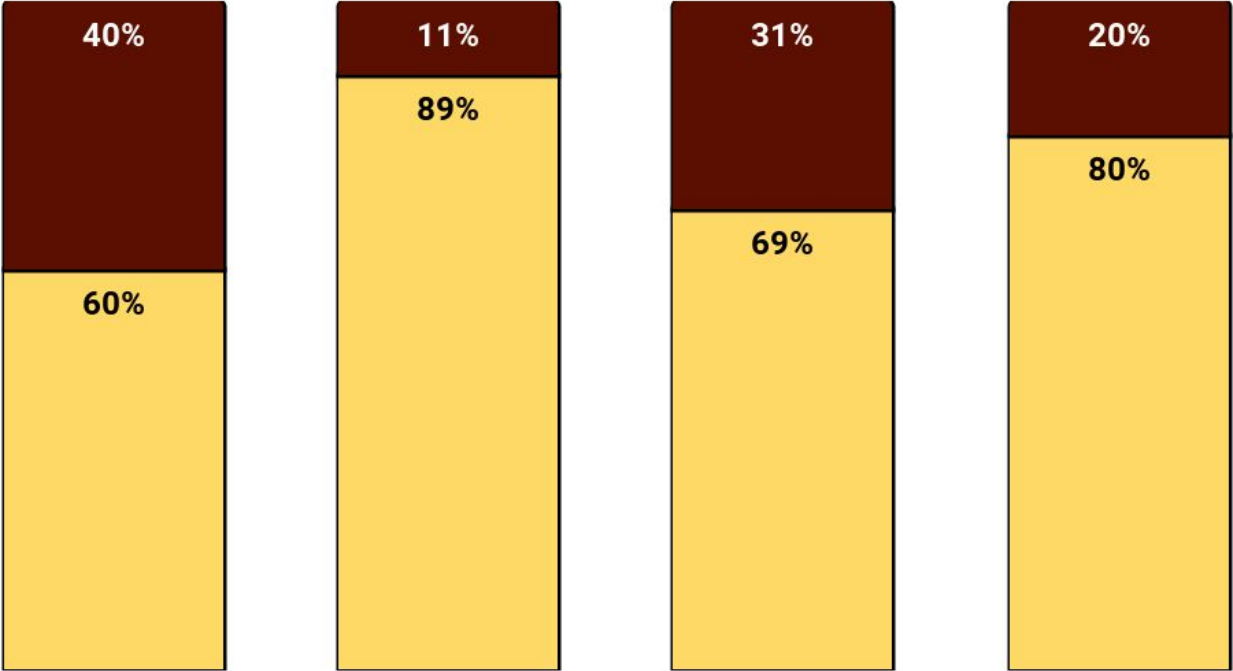
2023-2024 School Year Attendance by Demographic

■ YTD Chronically Absent ■ YTD Not Chronically Absent



2023-2024 School Year Attendance by Demographic

■ YTD Chronically Absent ■ YTD Not Chronically Absent



Am. Indian/Alaskan Native

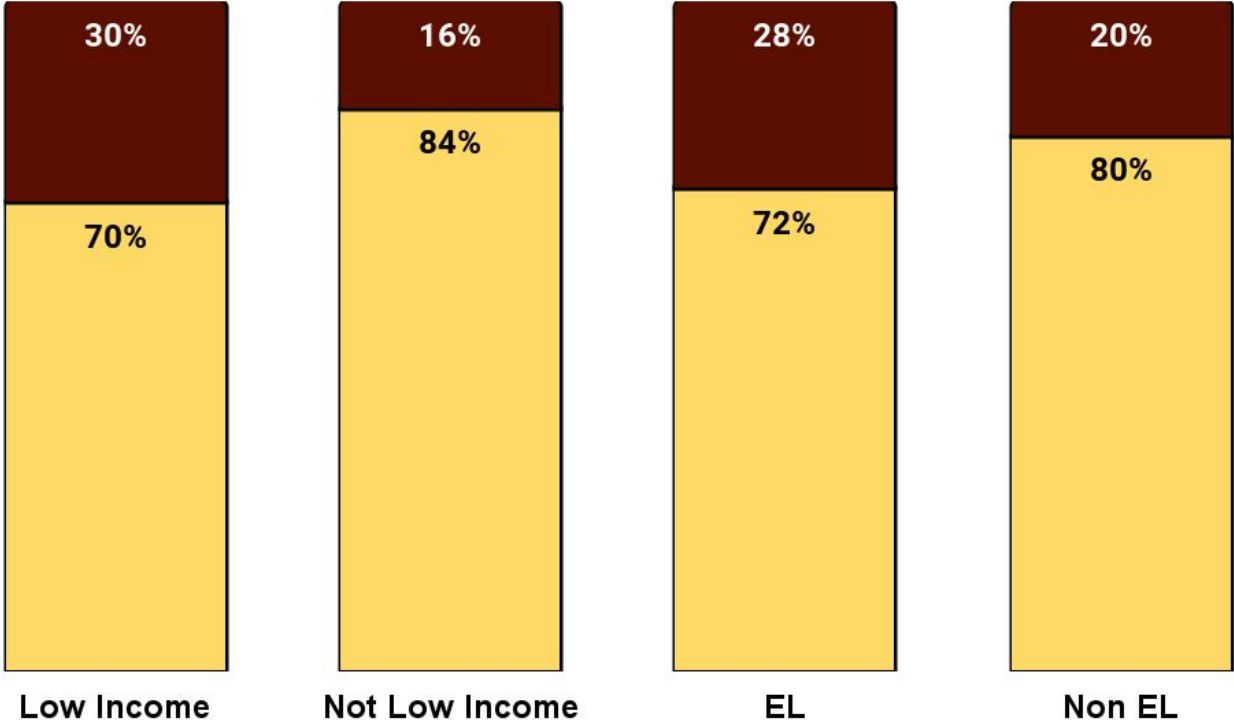
Asian

Black

White

2023-2024 School Year Attendance by Demographic

■ YTD Chronically Absent ■ YTD Not Chronically Absent



Most Common Excused Absences in the District

Elementary:

Out of Town/Family: **19%**

Stomach Flu/Ache: **13%**

Illness: **12%**

Middle School:

School Related: **14%**

Out of Town/Family: **10.4%**

Stomach Flu/Ache: **5%**

Doctor: **4%**

High School:

Appointment/doctor: **13%**

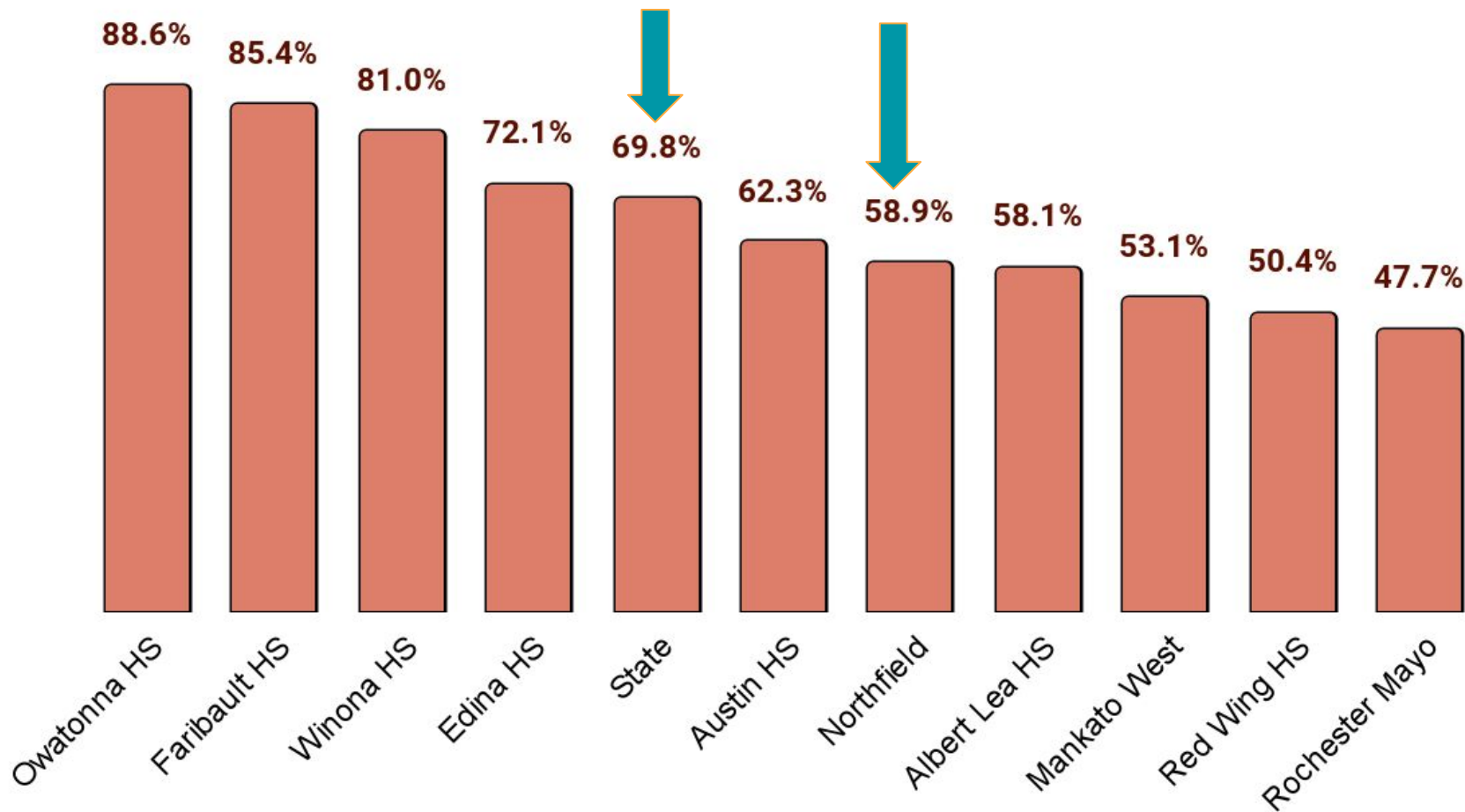
Out of Town/Parent
Req./Family: **10%**

Other reasons:

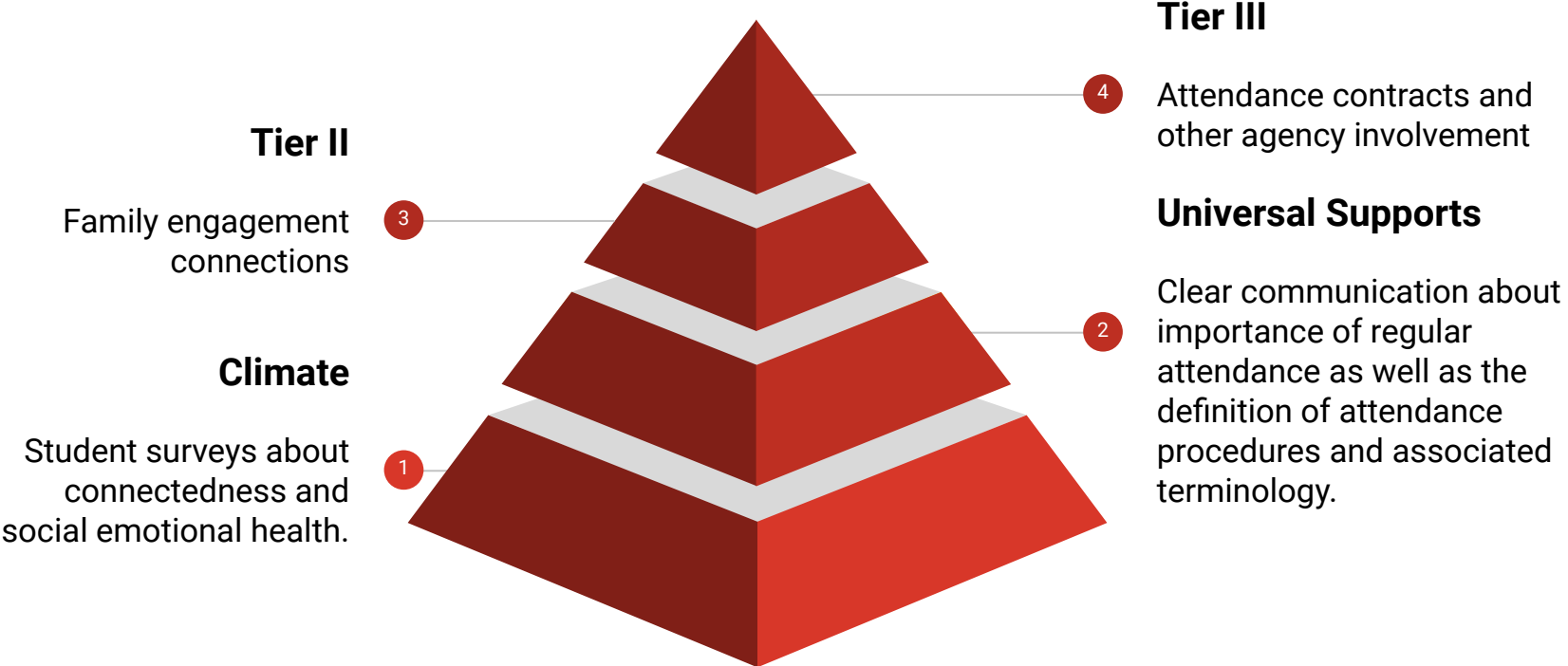
Absent Teacher: **13%**

No Contact: **17%**

2022 MDE North Star Consistent Attendance



How do we respond?



Our Family Engagement Navigators and our Cultural Liaisons work closely with schools and MTSS teams to support families with school attendance

Questions?



Northfield Public Schools
Northfield, MN

EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): MEL MILLER 612-703-2665

School and Program: HIBA SCHOOL - GIRLS GOLF

Date of Requested Trip: 5/17/2024 TO 5/18/2024

1. What group is taking this trip? GIRLS GOLF
Estimated # of Students 6 Adult Supervisors 1

2. Destination: COON RAPIDS MN
Date/Time of Departure: 5/17/2024 - 9:30 AM
Date/Time of Return: 5/18/2024 - 8:00 PM

3. State purpose and/or educational value of trip (attach information to form if needed).
PARTICIPATE IN THE 2024 TRI-STATE INVITATIONAL GOLF TOURNAMENT AT BUNKER HILLS GOLF COURSE 2-DAY GOLF TOURNAMENT

4. Name the manner of travel and the carrier.
SCHOOL BUS - BENJAMIN BUS

5. State housing arrangements (must include name, address and phone number of hotel).
AMERICAN BY WYNDHAM - HAM LAKE
13440 HWY 65 N
HAM LAKE MN 763-755-2100

6. List of parent or guardian contact info.
MEL MILLER - HEAD GIRLS GOLF COACH
612-703-2465

7. List participants (reminder to have participants complete parent/guardian permission form if applicable).

EMERSON GARLE
KARINA JOHNSON
ANNIKA JOHNSON

DANICA SOREM
ANNA JOHNSON
ALIVIA KORTUEM

8. Indicate who will be in charge of supervising the trip (roles and responsibilities).

MEL MILLER GIRLS HEAD GOLF COACH

9. State the safety precautions and procedures for emergencies while on the trip.

WILL DIAL 911 FOR ANY EMERGENCIES
WILL OBTAIN PARENT PERMISSION SLIPS

11. Give budget costs, how trip will be funded and estimated cost per student.

FUNDED BY STUDENTS APPROX \$ 55 EACH FOR ROOM

12. List any proposed precautions, special needs, special concerns, student concerns, - if applicable.

Signature of Staff Member Responsible: MEL MILLER Mel Miller

Date field trip request was submitted to Principal: 5/8/24

Principal/Administrator Signature and Date: [Signature] 4/8/24

Approved: X Not Approved: _____

Superintendent Signature and Date: _____

Approved: _____ Not Approved: _____

School Board Review Date: _____

Approved: _____ Not Approved: _____