

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for April 10, 2023 Regular School Board Meeting

6. Consent Agenda

d. Personnel Items

i. Appointments

- 18. Caleb Davidson, Assistant Director of Special Services, beginning 7/1/2023. \$142,845 + step 1
- 19. Emily Galo-Castellanos, Community School After School Site Assistant for 2 hour/day on Tuesdays at Bridgewater, beginning 4/18/2023-5/25/2023. Step 1-\$14.50/hr.
- 20. Johanna Uditsky, Assistant Girls Lacrosse Coach at the High School, beginning 4/10/2023. \$4,062

ii. Increase/Decrease/Change in Assignment

- 25. Ritva Barsness, CNAIII for 7 hours/day at Greenvale Park, change to Child Nutrition Manager 1 for 8 hours/day at Greenvale Park, effective 4/5/2023-5/17/2023. \$25.58/hr.
- 26. Michelle Bauer, Instructional Coach at the District Office, add ALC Summer School Teacher for 5 hours/day at the ALC, effective 6/9/2023-7/27/2023.
- 27. Renee Burnham, English Teacher at the ALC, add ALC Summer School Teacher for 5 hours/day at the ALC, effective 6/9/2023-7/27/2023.
- 28. Camila Donoso, School Psychologist for the 2022-2023 school year, change to School Psychologist ongoing, effective 8/24/2023.
- 29. Cara Holland, Teacher at the MS, add ALC Summer School Teacher for 5 hours/day at the ALC, effective 6/9/2023-7/27/2023.
- 30. Kailyn Ims, KidVentures Student Site Assistant at Bridgewater, rate of pay changed from \$10.33/hr. to \$14.50/hr., effective 3/16/2023.
- 31. Jill Kohel, Teacher at the HS, add ALC Summer School Teacher for 5 hours/day at the ALC, effective 6/9/2023-7/27/2023.
- 32. Dayanara Ponciano Enriquez, Community School Student Site Assistant at Bridgewater, rate of pay changed from \$10.33/hr. to \$14.50/hr., effective 3/16/2023.
- 33. Darrell Sawyer, Teacher at the MS, add ALC Summer School Teacher for 5 hours/day at the ALC, effective 6/9/2023-7/27/2023.
- 34. Katherine Schultz, Learning Coach with Portage, add ALC Summer School Teacher for 5 hours/day at the ALC, effective 6/9/2023-7/27/2023.
- 35. Sandra Soto-Perez, CNAI for 3.75 hours/day at Greenvale Park, change to CNAII for 7 hours/day at Greenvale Park, effective 4/5/2023-5/17/2023. \$24.33/hr.
- 36. Brian Stevens, Credit Recovery Teacher .60 FTE at the High School, change to Credit Recovery Teacher .50 FTE at the High School, effective 8/24/2023.
- 37. Eric Swan McDonald, Teacher at the ALC, add ALC Summer School Teacher for 5 hours/day at the ALC, effective 6/9/2023-7/27/2023.
- 38. Sarah Swan McDonald, Teacher at the HS, add ALC Summer School Teacher for 5 hours/day at the ALC, effective 6/9/2023-7/27/2023.

iii. Leave of Absence

- 19. Angela Schock, Teacher at the Middle School, FMLA beginning 5/23/2023-approximately 5/31/2023.
- 20. Carlaa Wallig, Educational Assistant PCA at the Middle School, medical leave of absence beginning 3/21/2023 for up to 6 weeks.

iv. Retirements/Resignations/Terminations

- 12. Lili Quiroga, Community School Site Assistant at Bridgewater, resignation effective 4/6/2023.
- 13. Deb Norman, EA at Greenvale Park, resignation effective at the end of the school year.

e. Grant Applications

- i. Director of Community Education Erin Bailey and Volunteer Coordinator Amy McBroom are requesting school board approval for a \$17,700.00 grant from Rick County Area United Way for PRIMEtime Kindergarten–8th Grade for the period July 1, 2023 to June 30, 2024. PRIMEtime (Preparing Responsible Individuals through Mentoring and Enrichment) provides low-income and at-risk Northfield children with free mentoring, tutoring, skill building workshops, and cultural enrichment programs after school and over the summer. The target population includes children at-risk of academic failure and low-income youth receiving free/reduced price lunches. This funding will provide after school and summer enrichment to over 1000 Northfield youth next year.
- ii. Director of Community Education Erin Bailey and Early Childhood Coordinator Sara Line are requesting school board approval for a \$20,000 grant from Otto Bremer for Bridges to Kindergarten for the period August 14, 2023 to August 18, 2023. Bridges to kindergarten is a one week program offered to any incoming kindergarten student attending Northfield Public Schools. The goal of Bridges to Kindergarten is to increase school readiness skills for our youngest learners and ease the transition into kindergarten.

Grant Application Approval Form

March 22 2023

Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the School Board before the proposal is submitted. This form will accompany all requests to the School Board and will be filed with the Grant Coordinator along with a copy of the completed

grant proposal. All proposals must:

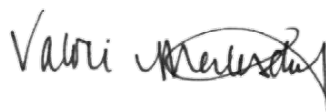
- Support the District's mission and goals.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District if required.

Grant Proposal Information	
Project Title	PRIMEtime Kindergarten – 8 th grade
Project Period	From: July 1, 2023 To: June 30, 2024
Funding Source	Rice County Area United Way
Application Deadline	March 22, 2023
List all Grant Applicants	Northfield PRIMEtime Collaborative
School/Department	Northfield Community Education
Contact Person	Erin Bailey Phone No. 507-664-3652
Project Information	
Brief Proposal Description	PRIMEtime (Preparing Responsible Individuals through Mentoring and Enrichment) provides low-income and at-risk Northfield children with free mentoring, tutoring, skill-building workshops, and cultural enrichment programs after school and over the summer. The target population includes children at-risk of academic failure and low-income youth receiving free/reduced price lunches. Now in its thirteenth year, PRIMEtime provides after-school and summer programming that will serve over 1000 (unduplicated count) youth in Kindergarten through 8 th grade next year.
Project Goal (in one Sentence)	Serving children in grades K-8, PRIMEtime programs will provide after school and summer enrichment to over 1000 Northfield youth next year.
List All Personnel Involved in Application	Erin Bailey, Amy McBroom and PRIMEtime Collaborative
Budget Information	
Amount Requested	\$17,700.00
Matching Funds	\$371,589.00
Source of Matching Funds	\$243,600 Northfield Public Schools Targeted Services, \$124,489 21 st Century Community Learning Center grant and \$3,500 Northfield Public Schools Community Services Division

Required Documents Attached: ☐ Completed Application ☐ Rough Draft ☐ Summary of Application



Project Initiator Signature



Building Principal or District Administrator
Signature

☐ Approved by the School Board ☐ Not Approved by the School Board Date _____

Grant Application Approval Form

April 6, 2023

Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the School Board before the proposal is submitted. This form will accompany all requests to the School Board and will be filed with the Grant Coordinator along with a copy of the completed grant proposal. All proposals must:

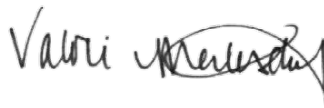
- Support the District's mission and goals.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District if required.

Grant Proposal Information	
Project Title	Bridges to Kindergarten
Project Period	From: August 14, 2023 To: August 18, 2023
Funding Source	Otto Bremer
Application Deadline	April 6, 2023
List all Grant Applicants	Northfield Community Education
School/Department	Northfield Community Education
Contact Person	Erin Bailey Phone No. 507-664-3652
Project Information	
Brief Proposal Description	Bridges to Kindergarten is a one-week program offered to any incoming kindergarten student attending the Northfield Public Schools. The goal of Bridges to Kindergarten is to increase school readiness skills for our youngest learners and ease the transition into kindergarten. Specifically, the program works on pre-academics, social/emotional growth, self-help skills and school routines expectations.
Project Goal (in one Sentence)	The goal of Bridges to Kindergarten is to increase school readiness skills for our youngest learners and ease the transition into kindergarten.
List All Personnel Involved in Application	Erin Bailey, Sara Line
Budget Information	
Amount Requested	\$20,000.00
Matching Funds	\$5,000.00
Source of Matching Funds	\$5,000.00 WINGS (grant application pending)

Required Documents Attached: ☐ Completed Application ☐ Rough Draft ☐ Summary of Application



Project Initiator Signature



Building Principal or District Administrator
Signature

☐ Approved by the School Board ☐ Not Approved by the School Board Date _____