

**NORTHFIELD PUBLIC SCHOOLS**  
**Office of the Superintendent**  
**Memorandum**

**TO:** Board of Education  
**FROM:** Matt Hillmann Ed.D., Superintendent  
**RE:** Table File Items for August 22, 2022, Regular School Board Meeting

5. Items for Discussion and Reports

- f. Request to Hire a 0.5 FTE School Psychometrist for the 2022-23 School Year. Cheryl Hall, Director of Special Services, requests to hire one 0.5 FTE school psychometrist for the 2022-23 school year. The district was not able to fill a recent vacancy for a school psychologist position at the NCEC and ALC for the 2022-2023 school year. This resulted in the district contracting for a virtual school psychologist to provide these services due to the lack of available school psychologists nationwide. During virtual testing sessions our students will also need additional staff to support them. The school psychometrist would also be able to do some of this supervision, complete some testing and also complete observations across various settings in the community. The district was also recently made aware that one of our school psychologists will be taking a leave of absence during the school year. A school psychometrist is qualified to fill this vacancy under the supervision of a school psychologist in the district. The school psychometrist has at a minimum a B.S. in psychology and potentially an MA in school psychology. The individual is qualified to complete educational evaluations, analyze data and complete observations. The total projected cost of salary and benefits for a .5 FTE is \$50,553.64 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$33,348.74. This cost is offset by the .5 FTE reduction of an OT who recently resigned and was not filled yet and current educational assistant vacancies that we have not been able to fill. This will allow us to meet our maintenance of effort.

6. Consent Agenda

c. Personnel Items

i. Appointments

15. Mary Willman, 1.0 FTE Special Ed Teacher ASD at the High School, beginning 8/25/2022

ii. Increase/Decrease/Change in Assignment

22. Noah Gagnon, Teacher at the High School, add Head Student Council Advisor at the High School, effective 8/25/2022. \$4,670 stipend
23. Kay Goodrich, Special Ed EA PCA at the Middle School, change to Special Ed EA LI Program at the High School, effective 8/30/2022.
24. Karen Lorena Rodriguez Rosas, .50 Attendance Administrative Assistant for 4 hours/day, add Community School Site Leader for up to 20 hours/week at Bridgewater, effective 8/29/2022. Site Lead - Step 2-\$18.26/hr.
25. Andrea Redder, Gen Ed EA at the NCEC, add KidVentures Site Assistant Substitute as needed at Spring Creek, Greenvale Park, and Bridgewater, effective 8/22/2022.
26. Remy Soulak, KidVentures Site Assistant at Spring Creek, add EarlyVentures Assistant Teacher and KidVentures Site Assistant Substitute, effective 8/23/2022. EV Asst. Teacher Step 1 -\$16.48/hr.
27. Scott Stanina, English Teacher at the High School, add Student Council Assistant at the High School, effective 8/25/2022. \$2,031 stipend
28. Will Todd, Spec Ed EA PCA at the Middle School, add Crossing Guard for .25 hours/day at the Middle School, effective 8/29/2022.

iii. Leave of Absence

7. Kelli Rehbein, EarlyVentures Teacher, FMLA leave of absence beginning on or about 11/5/2022-1/27/2023.
8. Jane Weiland, English Teacher at the Middle School, FMLA leave of absence beginning on or about December 24, 2022 for 28 work days.

iv. Retirements/Resignations/Terminations

4. Robert Benson, EA at Spring Creek, resignation effective 8/22/2022.

5. Abbie Geiger, Educational Assistant PCA at Spring Creek Elementary, resignation effective immediately.
6. Melody Leidall, Nurse and Bridgewater Elementary, resignation effective 9/2/2022.
7. Curtis Mikkelson, Fitness Center Coach at the Middle School, resignation effective 8/22/2022.
8. Jim Pasch, District Maintenance Coordinator, retirement effective 10/31/2022.

d. Gift Agreement

- \$5,000.00 from Kevin and Nanette Rodgers for teachers/classroom supplies

**SPECIAL SERVICES**

201 Orchard Street South  
Northfield, MN 55057  
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[www.northfieldschools.org](http://www.northfieldschools.org)

TO: School Board Members  
Dr. Hillmann, Superintendent

FROM: Cheryl Hall

DATE: August 22, 2022

RE: Request to hire a .5 School Psychometrist for the 2022-23 school year

I am requesting the school board to consider approval to hire a .5 school psychometrist for the 2022-23 school year.

The district was not able to fill a recent vacancy for a school psychologist position at the NCEC and ALC for the 2022-2023 school year. This resulted in the district contracting for a virtual school psychologist to provide these services due to the lack of available school psychologists nationwide. During virtual testing sessions our students will also need additional staff to support them. The school psychometrist would also be able to do some of this supervision, complete some testing and also complete observations across various settings in the community. The district was also recently made aware that one of our school psychologists will be taking a Leave of Absence during the school year. A School Psychometrist is qualified to fill this vacancy under the supervision of a school psychologist in the district. The school psychometrist has at a minimum a B.S. in psychology and potentially an MA in school psychology. The individual is qualified to complete educational evaluations, analyze data and complete observations. A position like this also allows someone working toward licensure in school psychology to acquire skills necessary for a position in the future. Similar to a “grow your own” program for teachers.

The total projected cost of salary and benefits for a .5 FTE is \$50,553.64 with approximately 55% of the salary reimbursed through special education revenue for a net cost of \$33,348.74. This cost is offset by the .5 FTE reduction of an OT who recently resigned and was not filled yet and current educational assistant vacancies that we have not been able to fill. This will allow us to meet our maintenance of effort.

**NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT**

This agreement made this 8<sup>th</sup> day of Aug, 2002, by and between Kevin and Nanette Rodgers, 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**

\$5,000. - Donation for teachers/classroom supplies, check #4241.

Kevin and Nanette Rodgers  
Donor

By: Amy Truman / 8-8-22

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

INDEPENDENT SCHOOL DISTRICT No. 659

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

## RESOLUTION ACCEPTING DONATIONS

The following resolution was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ :

**WHEREAS**, Minnesota Statutes 123B.02, Sub. 6 provides: “ The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

**WHEREAS**, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

**WHEREAS**, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

**THEREFORE, BE IT RESOLVED**, that the School Board of Northfield Public Schools, ISD 659, gratefully accepts the following donations as identified below:

| Donor                   | Item       | Designated Purpose (if any) |
|-------------------------|------------|-----------------------------|
| Kevin & Nanette Rodgers | \$5,000.00 | Teachers/classroom supplies |
|                         |            |                             |

The vote on adoption of the Resolution was as follows:

Aye:

Nay:

Absent:

Whereupon, said Resolution was declared duly adopted.

By: Claudia Gonzalez-George, Chair

By: Noel Stratmoen, Clerk