

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for August 28, 2023 Regular School Board Meeting

5. Items for Discussion and Reports
 - c. Superintendent's Areas of Focus 2023-2024. An updated 2023-24 Areas of Focus document is attached.
6. Consent Agenda
 - c. Personnel Items
 - i. Appointments
 13. Anastasia Breyer, Special Ed EA PCA for 6.75 hours/day at Bridgewater, beginning 9/11/2023. Step 2 - \$17.03/hr. + \$2,500 PCA Stipend.
 14. Danielle Donkers, Special Ed EA PCA for 6.75 hours/day at Bridgewater, beginning 8/29/2023. Step 4 - \$18.05/hr. + \$2,500 PCA Stipend.
 15. Will Downs, KidVentures Site Assistant for up to 15 hours/week at Spring Creek, beginning 8/31/2023. Student-\$14.90/hr.
 16. Isabel Fleming, KidVentures Site Assistant for up to 15 hours/week at Greenvale Park, beginning 8/24/2023. Step 1-\$14.90/hr.
 17. Nancy Fox, Building Supervisor as needed with Community Education, beginning 9/1/2023-5/31/2024. \$18.39/hr.
 18. Haley FollansbeeDeLong, Community School Site Leader for 30 hours/week at Spring Creek, beginning 9/7/2023-6/6/2024. Step 1-\$21.78/hr.
 19. Kiera Hasan, Targeted Services MSYC Site Assistant for up to 2 hours/day, Monday-Thursday at the Middle School, beginning 9/28/2023-5/16/2024. Step 2-\$15.29/hr.
 20. Seth Hansen, KidVentures Site Assistant for up to 28.5 hours/week at Greenvale Park, beginning 8/24/2023. Step 1-\$14.90/hr.
 21. Daniel Hollerung, Building Supervisor as needed with Community Education, beginning 9/1/2023-5/31/2024. \$18.39/hr.
 22. Cindy Keogh, Building Supervisor as needed with Community Education, beginning 9/1/2023-5/31/2024. \$18.39/hr.
 23. Emmalee Kmoch, 1.0 FTE Long Term Substitute Kindergarten Teacher at Bridgewater, beginning 8/22/2023-10/18/2023. MA, Step 1
 24. Betsy McLaughlin, Building Supervisor as needed with Community Education, beginning 9/1/2023-5/31/2024. \$18.39/hr.
 25. Raine Scheuble, KidVentures Site Assistant for up to 15 hours/week at Bridgewater, beginning 8/24/2023. Student - \$14.90/hr.
 26. Heather Sexauer, Instructor Lead or Swim Lead with Community Ed Recreation, beginning 10/3/2023-5/31/2024. Step 6-\$16.25/hr.
 27. Grace Swanson, Community School Site Leader for up to 30 hours/week at Bridgewater, beginning 8/30/2023-6/6/2024. Step 1, \$21.78/hr.
 28. Katherine Wagner, KidVentures Site Assistant for up to 15 hours/week at Bridgewater, beginning 8/31/2023. Student-\$14.90/hr.
 29. Camden Waters, KidVentures Site Assistant for up to 15 hours/week at Bridgewater, beginning 8/24/2023. Student-\$14.90/hr.
 - ii. Increase/Decrease/Change in Assignment
 6. Mary Boyum, Special Ed EA PCA at Spring Creek, add Special Ed BUS EA for 1.25 hours/day with the District, effective 9/5/2023-6/6/2024.
 7. Elizabeth Brewer, Special Ed EA PCA at the Middle School, add Special Ed BUS EA for 2 hours/week with the District, effective 9/5/2023-6/6/2024.
 8. Kathleen Casson, 1.0 FTE German Teacher at the High School, add a 1/6 overload for the 2023-2024 school year, in lieu of supervision at the High School, effective 9/5/2023-1/19/2024.
 9. Peggy Christensen, Child Nutrition at Bridgewater, add Special Ed BUS EA for 18 hours/week with the District, effective 9/5/2023-6/6/2024.
 10. Connor Fitzloff, Special Ed EA PCA at Bridgewater, add Special Ed BUS EA for 3.75 hours/week with the District, effective 9/5/2023-6/6/2024.

11. Allison Flannery, Special Ed EA PCA for 3.75 hours/day at Greenvale Park, change to Special Ed EA PCA for 2.75 hours/day and Gen Ed EA for 1 hour/day at Greenvale Park, effective 9/5/2023.
12. Nancy Fox, Building Supervisor with Community Ed Recreation, add Site Supervisor with Community Ed Recreation, effective 8/25/2023-5/31/2024. Step 6-\$16.25/hr.
13. Ana Gallego, Special Ed EA PCA for 6.75 hours/day at Greenvale Park, change to Special Ed EA PCA for 6.75 hours/day and Gen Ed EA for .50 hours/day at Greenvale Park, effective 9/5/2023.
14. Emileanna Graupmann, 1.0 FTE Social Studies Teacher at the High School, add a $\frac{1}{2}$ overload for 85 days, in lieu of supervision for semester 1 only at the High School, effective 9/5/2023-1/19/2024.
15. Daniel Hollerung, Building Supervisor with Community Ed Recreation, add Site Supervisor with Community Ed Recreation, effective 8/25/2023-5/31/2024. Step 6-\$16.25/hr.
16. Cindy Keogh, Building Supervisor with Community Ed Recreation, add Site Supervisor with Community Ed Recreation, effective 8/25/2023-5/31/2024. Step 6-\$16.25/hr.
17. Shelly Kruger, Special Ed EA PCA at the High School, add Special Ed BUS EA for 1.50 hours/day with the District, effective 9/5/2023-6/6/2024.
18. Lisa Laine, Special Ed EA PCA for 5.75 hours/day and Gen Ed EA for 1.5 hours/day at Greenvale Park, change to Special Ed EA PCA for 6.75 hours/day and Gen Ed EA-supervisory for .50 hours/day at Greenvale Park, effective 9/5/2023.
19. Jill Lauritzen Kohel, 1.0 FTE Social Studies Teacher at the High School, add a $\frac{1}{2}$ overload for 88 days, in lieu of supervision for semester 2 only at the High School, effective 1/24/2024-6/6/2024.
20. Sarah Marohl, Special Ed EA PCA for 1 hour/day and Gen Ed EA for 1 hour/day at Greenvale Park, change to Special Ed EA PCA for 2.5 hours/day and Gen Ed EA for 2 hours/day at Greenvale Park, effective 9/5/2023.
21. Becky Meyer, Special Ed EA PCA at the High School, add Special Ed BUS EA for 1.25 hours/day with the District, effective 9/5/2023-6/6/2024.
22. Nancy Meyers, Child Nutrition at the Middle School, add Special Ed BUS EA for 17.5 hours/week with the District, effective 9/5/2023-6/6/2024.
23. Ruth Morgan-Malecha, Special Ed EA PCA at the High School, add Special Ed BUS EA for 5 hours/week with the District, effective 9/5/2023-6/6/2024.
24. Deb Pack, Special Ed EA PCA at the High School, add Special Ed BUS EA for 1 hours/day with the District, effective 9/5/2023-6/6/2024.
25. Elga Reyes de Broughton, Special Ed EA PCA at Spring Creek, add Special Ed BUS EA for 1.50 hours/day with the District, effective 9/5/2023-6/6/2024.
26. Tony Rezac, Custodian at the High School, change to Custodian Lead at Spring Creek, effective 8/24/2023. Lead + .30
27. Steve Rinderknecht, Custodian 3-11p.m. at Spring Creek, change to Custodian 2-10 p.m. at the NCEC, effective 8/24/2023.
28. Alexis Sanborn, Special Ed EA PCA at the High School, add Special Ed BUS EA for 1.50 hours/day with the District, effective 9/5/2023-6/6/2024.
29. Darrell Sawyer, Social Studies Teacher at the Middle School, add Private Lesson Coach with Community Ed Recreation, effective 8/25/2023-5/31/2024. \$36/hr. per individual, \$20/hr. per individual (group up to 5)
30. Tammy Schwagerl, Special Ed EA PCA at Spring Creek, add Special Ed BUS EA for 1.25 hours/day with the District, effective 9/5/2023-6/6/2024.
31. Sarah Swan McDonald, 1.0 FTE Social Studies Teacher at the High School, add a $\frac{1}{2}$ overload for 85 days, in lieu of prep for semester 1 only at the High School, effective 9/5/2023-1/19/2024.
32. Rose Taylor, Special Ed EA PCA for 6.75 hours/day at Spring Creek, change to Special Ed EA PCA for 6 hours/day at Spring Creek, effective 9/5/2023-6/6/2024.
33. Ella Whitten, Special Ed EA PCA at Greenvale Park, add Special Ed BUS EA for 6.65 hours/week with the District, effective 9/5/2023-6/6/2024.
34. Beth Winter, Special Ed EA PCA for 3 hours/day and Gen Ed EA for 3.50 hours/day at Greenvale Park, change to Special Ed EA PCA for 3.08 hours/day and Gen Ed EA for 3.50 hours/day at Greenvale Park,

iii Leave of Absence

iv. Retirements/Resignations/Terminations

v. District Administration is Recommending the Approval of the Following Rates of Pay

3. After conducting a market rate analysis regarding the hourly wage for licensed Minnesota State High School League football officials, Administration is recommending to adjust the Northfield Public Schools' MSHSL football officials hourly rate of pay from \$70.00/hour to \$80/hour for both ninth grade and junior varsity football games. This change will be effective immediately.

TO: Claudia Gonzalez-George, Chairperson
Northfield School District Board of Education

FROM: Superintendent Matthew J. Hillmann, Ed.D.

DATE: Aug. 24, 2023
Updated Aug. 28, 2023

RE: 2023-24 Superintendent's Focus Areas

In addition to the 41 job responsibilities organized around eight major topic areas included in the superintendent's evaluation, please consider the following proposed focus areas for the 2023-24 school year.

1. **Focus area:** The superintendent will prioritize the implementation of the READ Act to continuously improve the district's proficiency rates in reading.

Progress monitoring plan: The superintendent will present a quarterly update to the board with steps taken to implement the new law governing reading.

2. **Focus area:** The superintendent will facilitate the implementation of new state legislation within the district.

Progress monitoring plan: The superintendent will present a quarterly update to the board with steps taken to implement the legislation passed by the 2023 Minnesota Legislature.

3. **Focus area:** The superintendent will continue to seek feedback from parents of Black, Hispanic, and Indigenous students about their school experience and ways the district can improve it.

Progress monitoring plan: The superintendent will present a quarterly update to the board with actions taken to seek feedback from these parent advisory teams.

4. **Focus area:** The superintendent will develop a structure, supply the necessary information, and recommend appropriate timelines for the board to decide what bond referendum question(s) should be presented to the voters in November 2024 to address the substantial facility improvements needed at Northfield High School.