

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for September 9, 2024 Regular School Board Meeting

6. Consent Agenda

c. Personnel Items

i. Appointments

12. Esosa Edo-Ohonba, Instructor Assistant with Community Ed Recreation, beginning 9/21/2024-5/31/2025. Step 4-\$15.28/hr.
13. Charlie Iyegha, Instructor Lead with Community Ed Recreation, beginning 9/12/2024-5/31/2025. Step 4-\$16.32/hr.
14. Trey Petersen, Instructor Lead with Community Ed Recreation, beginning 9/9/2024-5/31/2025. Step 4-\$16.32/hr.
15. Madelyn Raabolle, Instructor Assistant with Community Ed Recreation, beginning 9/21/2024-5/31/2025. Step 1-\$14.50/hr.
16. Erika Velasquez, Targeted Services MSYC Club Leader for 2.25 hours/day Mon.-Thurs. at the Middle School, beginning 9/23/2024-5/15/2025. \$25.53/hr.
17. John Watkins, Site Supervisor with Community Education Recreation, beginning 9/9/2024-5/31/2025. Step 6-\$17.87/hr.

ii. Increase/Decrease/Change in Assignment

23. Shari Bridley, Special Ed EA/PCA in Hand in Hand for 37.50 hours/week, add Building EA Mentor at the NCEC, effective 9/3/2024-6/6/2025. EA Mentor \$500 stipend.
24. Noreen Cooney, Social Worker at Spring Creek, add Supervision of LICSW for a minimum of 50 hours for the 24-25 school year at Spring Creek, effective 9/3/2024-6/6/2025. \$2,500 stipend.
25. Bob Gregory-Bjorklund, .75 FTE Fall Musical Director at the High School, change to .55 FTE Fall Musical Director at the High School, effective 9/11/2024-11/17/2024. \$2,744.50 stipend.
26. Inger Hanson, EL Teacher .50 FTE ALC/.50 FTE Spring Creek, change to EL Teacher .50 FTE ALC/.50 FTE Bridgewater, effective 9/9/2024.
27. Juley Jenkinson, Gen Ed EA Media for 5.50 hrs/day at Spring Creek, add .25 hrs/day Gen Ed EA Supervisory at Spring Creek, effective 9/5/2024.
28. Katie Lovrien, Will Program Teacher at the Middle School, add MSYC Teacher for up to 2 hours/day Mon.-Thurs. at the Middle School, effective 9/23/2024-5/15/2025. \$40/hr.
29. Heidi Melnychuk, Special Ed EA for 6.50 hours/day and Gen Ed Flex Supervision for .50 hours/day at the High School, add Building EA Mentor at the High School, effective 9/3/2024-6/6/2025. \$500 Stipend.
30. Katie Remmey, Special Ed EA for 6.75 hours/day at the Middle School, add Building EA Mentor at the Middle School, effective 9/3/2024-6/6/2025. \$500 Stipend.
31. Darrell Sawyer, Social Studies Teacher at the Middle School, add Private Lesson Instructor with Community Education Recreation, effective 9/9/2024-5/31/2025. Individual Lessons \$54/individual/hour, Group up to 5 per group \$36/individual/hour.
32. Melissa Spitzack, Grade 2 Teacher/building supervisor at Spring Creek/Community Education, add Raider Fitness Instructor with Community Ed Recreation, effective 9/5/2024-5/31/2025. \$55/per participant.
33. Jane Streitz, Special Ed EA for 6.75 hours/day and Supervision for .50 hours/day at Greenvale Park, add Building EA Mentor at Greenvale Park, effective 9/3/2024-6/6/2025. \$500 Stipend.
34. Laura Vind, Special Ed EA NB/ASD for 5.75 hours/day and Gen Ed Flex Supervision for .50 hours/day at the High School, change to Special Ed EA NB/ASD for 6.0 hours/day and Gen Ed Flex Supervision for .50 hours/day at the High School, effective 9/6/2024.
35. Carina Zick, Special Ed EA for 6 hours/day and Spec Ed EA Bus for 1.50/hrs. at Spring Creek, add Building EA Mentor at Spring Creek, effective 9/6/2024-6/6/2025. \$500 stipend.
36. Lynn Ziegler, Special Ed EA for 6.75 hours/day and Supervision for .50 hours/day at Bridgewater, add Building EA Mentor at Bridgewater, effective 9/3/2024-6/6/2025. \$500 stipend.

7. Items for Individual Action

- b. Co-Curricular Adds. District administration is requesting authorization to hire an additional assistant coach for boys cross country for the 2024-25 season. The boys cross country numbers are very high this fall with 62 participants for two coaches; a 1:31 ratio. This request is for the fall 2024 season only and will be assessed again in the fall of 2025. The cost of an additional coach is prorated to the number of days worked and is estimated at \$4,435.

Superintendent's Recommendation: Motion to authorize administration to hire an additional assistant coach for boys cross country for the 2024-25 season at a cost of \$4,435.

Co-Curricular Coach/Advisor Matrix | Recommended Changes | September 6, 2024

Molly Viesselman, Director of Human Resources

The 2017-19 the Northfield Education Association Agreement changed the way co-curricular positions are added, eliminated, and modified. In the past, the District negotiated the specific number of coaching or advisor positions for each activity and the amount of stipend each position would receive based on its placement on the co-curricular salary schedule (commonly referred to as Schedule C). After the settlement of the agreement, the School Board will approve the additions, reductions, or modifications to positions and the associated stipend amount recommended by the District’s co-curricular committee. The co-curricular committee is led by the Activities Director and includes coaches, advisors, and administrators. The salary schedule itself remains in the NEA Agreement and the stipend amounts for each “level” will still be part of the negotiations process with the NEA.

Recommended Changes		
Position	Total Cost	Rationale
Add - assistant boys cross country coach for the 2024-25 season.	\$4,435 This would be prorated to the number of days worked.	The boys cross country numbers are very high this fall with 62 participants for 2 coaches, or a 1:31 ratio. Safety is a concern with this many athletes for two coaches to manage. The numbers in the boys cross country program have increased as follows: 2020 - 37 2021 - 39 2022 - 50 2023 - 62 2024 - 62 This is a request for the fall 2024 season only and numbers will be assessed again in the fall of 2025.
Total	\$4,435*	*Note: This amount will be prorated since the coach would not be working the full season.

Salaries based on the 2024-25 co-curricular salary schedule.