

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Members of the Board of Education
FROM: Tim Anderson, Ed.D., Superintendent
RE: Table File Items for the September 28, 2026 Regular School Board Meeting

6. Consent Agenda

d. Personnel Items.

i. Appointments

7. Kari Christensen, .568 FTE Early Childhood Special Education Teacher at the NCEC beginning 9/28/2026. MA, Step 10.
8. Tazio Dennison, Recreation and Aquatics Assistant for Community Education/Recreation beginning 9/12/2026-5/31/2027. Step 1, \$15.32/hr.
9. Dale Fredrickson, Event Worker at the Middle School beginning 9/3/2026. \$45/event.
10. Ana Guerrero, Community School Club Leader for up to 10 hrs/week at Spring Creek beginning 9/22/2026-10/31/2026. Step 1, \$20.92/hr.
11. Kaija Halvorson, Community School Site Assistant for up to 10 hrs/week at Bridgewater beginning 9/25/2026-5/13/2027. Step 2, \$19.95/hr.
12. Ingrid Nycklemoe, 1.0 FTE LTS Early Childhood Teacher at the NCEC beginning approximately 10/1/2026-12/22/2026. MA, Step 5.
13. Asia Shrestha, Community School Site Assistant for up to 10 hrs/week at Spring Creek beginning 9/25/2026-5/13/2027. Step 1, \$19.27/hr.

ii. Increase/Decrease/Changes in Assignment

10. Laura Kay Allen, LTS Special Education Teacher at the High School, change assignment end date to 9/29/2026.
11. Wren Becker, Special Ed EA/PCA for 6.75 hrs/day at Bridgewater, change to 6 hrs/day effective 9/7/2026.
12. Nicole Drexler, Teacher at Spring Creek, add Community School Licensed Teacher Sub for up to 10 hrs/week effective 9/28/2026-5/13/2027. \$40/hr.
13. Brittany Ellerbusch, Teacher on a leave of absence at Greenvale Park, add up to 15 hours of coaching effective 9/30/2026-6/11/2027. \$40/hr.
14. Noah Gagnon, Science Teacher at the High School, add a 1/3rd overload for 1.5 hrs/week effective 9/21/2026-6/11/2027. \$84.68/hr.
15. Bethany Jensen, EA at the Middle School, add Special Ed EA/PCA - Extracurricular and Nonacademic Support for up to 2 hrs/day effective 9/8/2026-10/14/2026.
16. Melanie Klein, Special Education Teacher at Spring Creek, add Homebound Instruction Teacher for up to 8 hrs/day for the District effective 9/8/2026-6/10/2027. Lane/step.
17. Joshua Mogren, Community School Site Assistant at Greenvale Park, add Community School Club Leader as needed effective 9/23/2026-5/13/2027. Step 2, \$21.35/hr.
18. Kim Norton, Special Ed EA/PCA for 6.75 hrs/day at Spring Creek, change to Special Ed EA/PCA for 6.75 hrs/day at the Middle School effective 9/23/2026.
19. Elga Reyes De Broughton, EA at Spring Creek, add Community School Site Assistant for up to 5 hrs/week at Spring Creek effective 9/21/2026-5/31/2027. Step 4, \$21.34/hr.
20. John Schiel, .80 FTE Phy. Ed Teacher at Greenvale Park and .12 FTE DAPE Teacher at Spring Creek, change to .75 FTE Phy. Ed Teacher at Greenvale Park, .05 FTE DAPE Teacher at Greenvale Park, and .12 FTE DAPE Teacher at Spring Creek effective 8/27/2026.
21. Kyle Schmidt, General Ed EA for 21.5 hrs/week at the NCEC, change to 22 hrs/week effective 9/8/2026.
22. Jillian Specht, 1.0 FTE Phy. Ed Teacher at Greenvale Park, change to .90 FTE Phy. Ed Teacher & .10 FTE DAPE Teacher at Greenvale Park effective 9/27/2026.
23. Heather Stanton Ims, School Social Worker at the Middle School, add Community School Licensed Teacher for up to 10 hrs/week effective 9/28/2026-5/13/2027. \$40/hr.
24. Nancy Veverka, ABE Teacher for 2.25 hrs/week at the NCEC, add an additional 1-2 days/week; 2-3 hrs/day, over the course of 10-12 sessions effective 10/1/2026-6/30/2027.
25. Isaac Wagner, EA at Bridgewater, add Community School Club Leader and Community School Site Assistant as needed at Bridgewater/Greenvale Park effective 9/21/2026-10/31/2026. Step 1, \$19.27/hr.
26. Sarah Wolfe, ECFE EA for 15.5 hrs/week at the NCEC, change to 17.25 hrs/week effective 9/23/2026.

iii. Leave of Absences

5. Carla Hoppe, Early Childhood Teacher at the NCEC, FMLA leave of absence beginning 10/1/2026 and continuing through 12/22/2026.

iv. Retirements/Resignations/Terminations

5. Misty Cady, Child Nutrition Associate I at Spring Creek, resignation effective 9/24/2026.

*Conditional offers of employment are subject to successful completion of a criminal background check and Pre-work screening (if applicable)

- e. Overnight Field Trip Request. Northfield High School FFA Advisor T.J. Austin requests board approval to take ten FFA students to the National FFA Convention in Indianapolis, IN October 21-24, 2026.
- f. Grant Application. Northfield High School Band Director Hayden Wahlstrom requests school board approval for a grant to support a five-day residency with the Copper Street Brass Band, including performance, masterclass, lessons, and collaboration with band students in grades 6-12 for \$35,000 from the Minnesota State Arts Board.

7. Items for Individual Action

- a. Proposed 2026 Payable 2027 Preliminary Property Tax Levy. Director of Finance Val Mertesdorf will review the levy certification timelines and analysis of the preliminary levy. The amount of the preliminary levy for 2026 is \$29,843,580.31 and represents a 8.65% increase over last year. This represents the maximum levy amount as of this publication. The board, for many years, has certified the preliminary levy using the term “maximum” because the final levy certification can be lower than the preliminary certification but cannot be higher. Certifying at the “maximum” allows for flexibility should the calculation be higher than what is printed at the time of this board action. The preliminary property tax levy for 2027 is required to be certified to the district's home county auditor no later than September 30, 2026. An updated presentation, which includes a tax impact estimate from Ehlers, Inc., is attached.

9. Future Meetings

- a. Tuesday, October 13, 2026, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
*Note that Monday, October 12, 2026 is Indigenous Peoples' Day
- b. Monday, October 26, 2026, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom
- c. Monday, November 2, 2026, 5:15 p.m., Board Work Session, MSBA New Superintendent Workshop, Northfield DO Boardroom
- d. Monday, November 9, 2026, 6:00 p.m., Regular Board Meeting, Northfield DO Boardroom



Northfield Public Schools
Northfield, MN

EXTENDED FIELD TRIP FORM

Staff Member(s) Responsible (Name and phone): T.J. Austin (507) 663-0630

School and Program: Northfield High School FFA ext. 11427

Date of Requested Trip: Oct. 21-24

1. What group is taking this trip?

Northfield FFA

2. Estimated # of Students: 10 # Adult Supervisors: 1

3. Destination: Indianapolis, IN

4. Date/Time of Departure: Wednesday, Oct. 21 4:15am

5. Date/Time of Return: Saturday, Oct. 24 8:00pm

6. State purpose and/or educational value of trip (attach information to form if needed).

The National FFA Convention and Expo brings members together to celebrate agricultural achievements, develop leadership skills and explore career opportunities

7. Name the manner of travel and the carrier.

Shared bus with St. Charles, Randolph, Winona, Farmington and Mabel/Canton.

8. State housing arrangements (must include name, address and phone number of hotel).

La Quinta Inn by Wyndham
Indianapolis North @ Pyramids
3880 W. 92nd St.
Indianapolis, IN 46268

9. List of coach, parent or guardian contact info. (Attach)

T.J. Austin
TAustin@northfieldschools.org
(512) 787-3574

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

FFA Officers. priority, then seniors, juniors

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

T.J. Austin

FFA Advisor

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

Notarized Safety Slip

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

\$150/student

Fundraising throughout the year
Randolph Alumni Scholarship

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

N/A

Signature of Staff Member Responsible:

Date field trip request was submitted to Principal:

Principal/Administrator Signature and Date:

9/23/20 

Approved: ☒

Not Approved: ☐

Superintendent Signature and Date: _____

Approved: _____

Not Approved: _____

School Board Review Date: _____

Approved: _____

Not Approved: _____

Northfield School Board Grant Application Approval Form

Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the Director of Finance before the proposal is submitted. Proposals requesting \$15,000 or more also require School Board approval. This form will accompany all requests to the School Board and will be filed along with a copy of the completed grant proposal. All proposals must:

- Support the District's vision and strategic commitments.
- 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	Copper Street Brass Residency with Northfield Bands
Project Period	From: 12/14/26 To: 12/18/26
Funding Source	Minnesota State Arts Board
Application Deadline	3/1/2026
List all Grant Applicants	Hayden Wahlstrom
School/Department	Northfield High School / Music
Contact Person	Hayden Wahlstrom
Project Information	
Brief Proposal Description	5 day residency with the Copper Street Brass Band including performance, masterclass, lessons, and collaboration with band students in grades 6-12.
Project Goal (in one Sentence)	Students improve musicianship skills through an exploration of Chamber Music.
List All Personnel Involved in Application	Hayden Wahlstrom, Alex Wolff
Budget Information	
Amount Requested	\$35,000
Matching Funds	☐ Are Required ☒ Not Required
Source of Matching Funds	N/A

Required Documents Attached: Completed Application Rough Draft Summary of Application


 Project Initiator Signature


 Building Principal or District Administrator Signature

School Board Approval: Yes No

Date 9.25.26

Preliminary Levy Certification Pay 2027

09.28.2026

VISION

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

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.

Note: The first seven benchmarks are aligned with the language identified by Northfield Promise, a collective impact consortium of 30 community organizations committed to helping Northfield's youth thrive "from cradle to career".

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

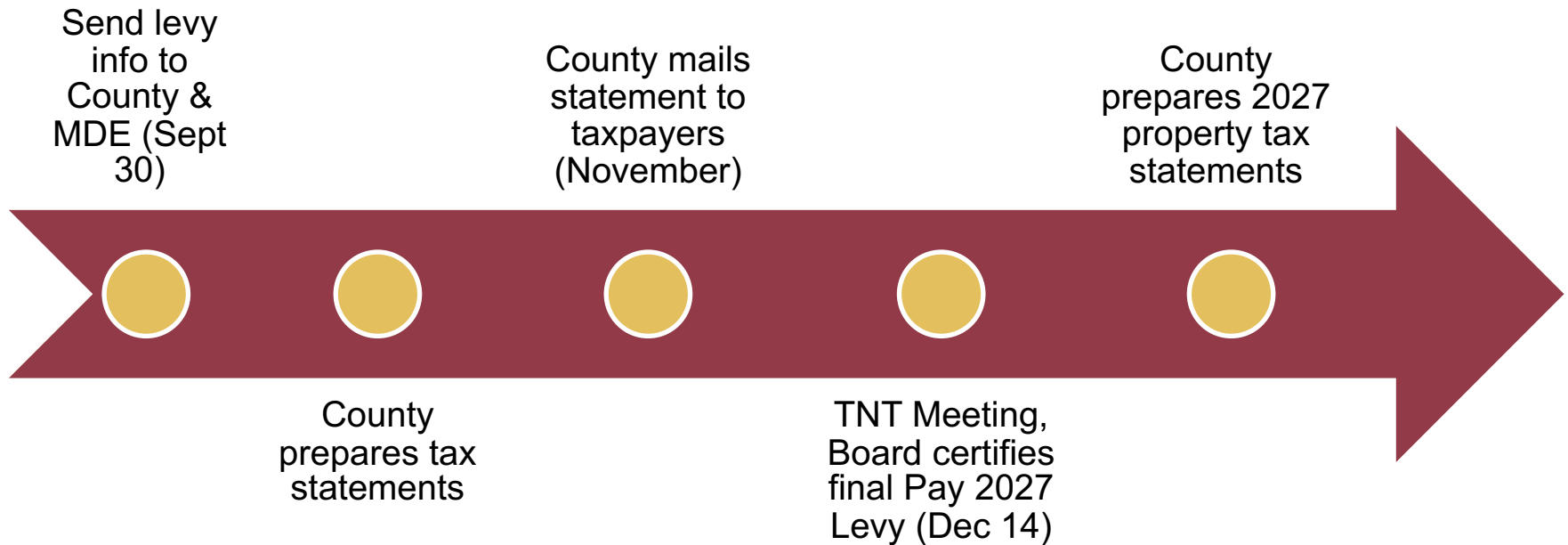
We seek community partnerships that accelerate student achievement of district benchmarks.

What is the levy? What does it do for us?

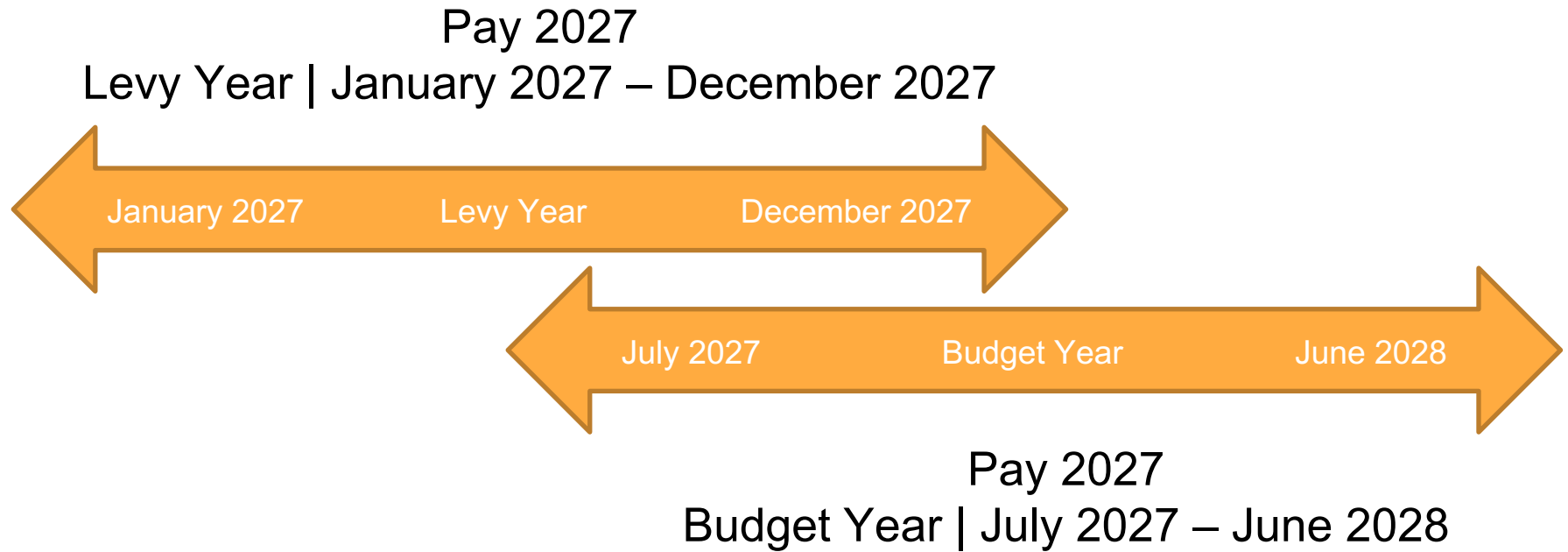
- Provides 26% of our general fund budget
- Restricted to voter approved levies or state-authorized levies
- MN Department of Education computes the levy limits for each district
- Provides the revenue to pay our debt service obligations
- Allows the district to prepare **every** student!



Truth in Taxation Timeline



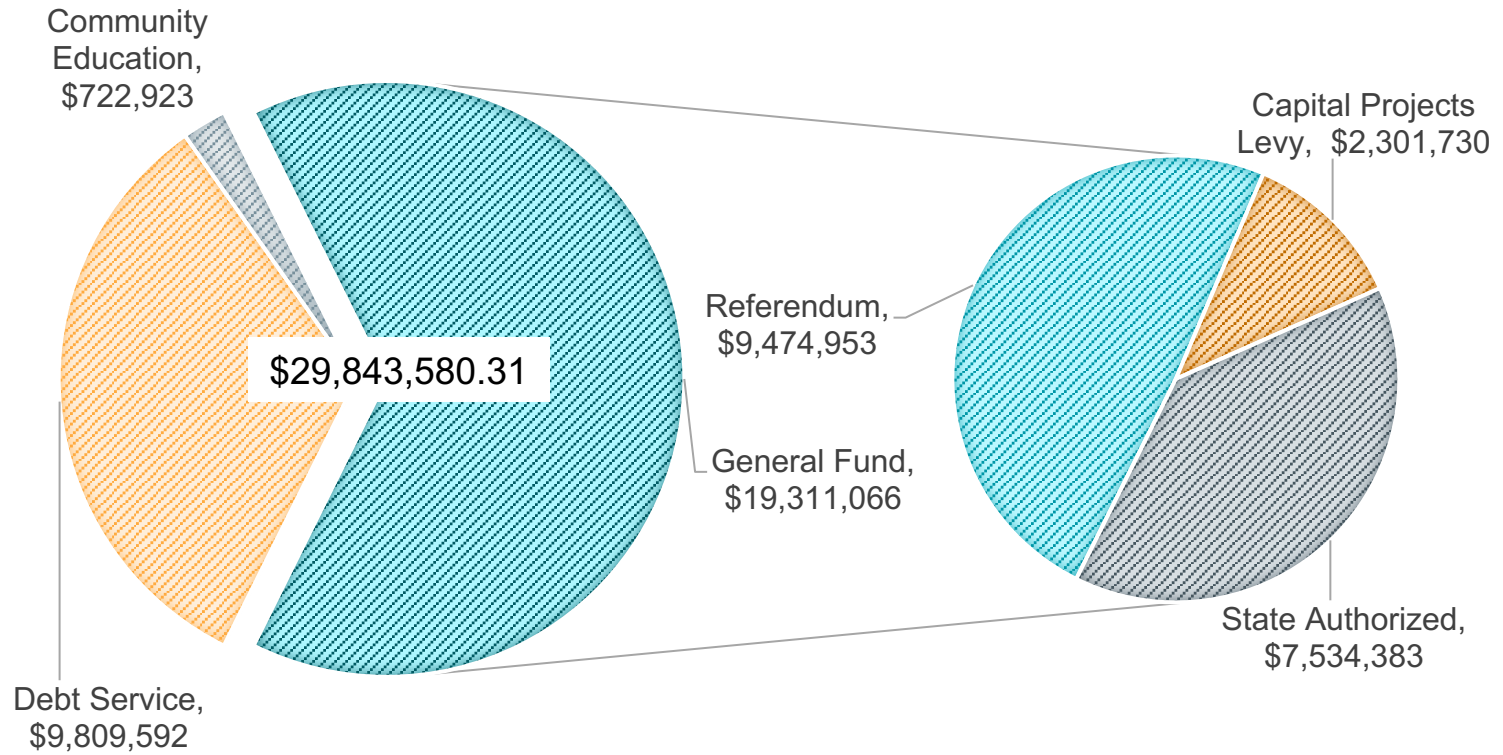
Tax Levy and Budget Timing



Pay 2027 includes adjustments from previous years (up to three years)

2026 PAY 2027 PROPOSED LEVY

■ Debt Service ■ Community Education ■ Referendum ■ Capital Projects Levy ■ State Authorized



Pay 27 Levy Analysis

	Pay 2027	Pay 2026	Increase	Percent
Subtotals by Fund	Proposed Levy	Certified Levy	(Decrease)	Change
General Fund	\$ 19,311,065.58	\$ 17,873,327.97	\$ 1,437,737.61	8.04%
Community Education	\$ 722,923.01	\$ 655,772.69	\$ 67,150.32	10.24%
Debt Service	\$ 9,809,591.72	\$ 8,939,677.55	\$ 869,914.17	9.73%
Total	\$ 29,843,580.31	\$ 27,468,778.21	\$ 2,374,802.10	8.65%

	Pay 2027	Pay 2026	Increase	Percent
Subtotals by Truth in Taxation Category	Proposed Levy	Certified Levy	(Decrease)	Change
Voter Approved	\$ 21,994,263.92	\$ 20,054,621.46	\$ 1,939,642.46	9.67%
Other	\$ 7,849,316.39	\$ 7,414,156.75	\$ 435,159.64	5.87%
Total	\$ 29,843,580.31	\$ 27,468,778.21	\$ 2,374,802.10	8.65%

	Pay 2027	Pay 2026	Increase	Percent
Subtotals by Tax Base	Proposed Levy	Certified Levy	(Decrease)	Change
Referendum Market Value*	\$ 13,288,279.97	\$ 12,163,946.45	\$ 1,124,333.52	9.24%
Net Tax Capacity	\$ 16,555,300.34	\$ 15,304,831.76	\$ 1,250,468.58	8.17%
Total	\$ 29,843,580.31	\$ 27,468,778.21	\$ 2,374,802.10	8.65%

*Includes Operating Referendum and Equity Revenue

Notable Changes

- Referendum – enrollment estimate was low for Pay 26 resulting in more revenue in Pay 27 plus an adjustment. Total increase of approximately \$1.1M
- Lease Levy – Includes increase of \$200,000 for the new ice arena.
- Community Ed – increase in school-age care levy to support specific student needs
- Debt Service – decrease due to debt excess calculation (extra 5% levy accumulation)

Funds	Proposed Pay27	Certified Pay26	Difference
General Fund			
Referendum	\$ 9,474,953	\$ 8,934,584	\$ 540,369
Local Optional Revenue	\$ 2,895,553	\$ 2,825,911	\$ 69,642
Equity	\$ 202,780	\$ 287,007	\$ (84,228)
Capital Projects Levy	\$ 2,301,730	\$ 2,200,228	\$ 101,502
Operating Capital	\$ 521,817	\$ 496,289	\$ 25,529
Achievement & Integration	\$ 121,426	\$ 120,351	\$ 1,075
Other Post Employment Benefits	\$ 1,100,000	\$ 1,287,966	\$ (187,966)
Reemployment Insurance	\$ 83,571	\$ 4,000	\$ 79,571
Safe Schools	\$ 146,001	\$ 142,538	\$ 3,463
Career Technical	\$ 142,425	\$ 120,040	\$ 22,385
Long Term Facilities Maintenance	\$ 846,189	\$ 831,250	\$ 14,939
Lease Levy	\$ 640,733	\$ 426,334	\$ 214,399
Abatements	\$ 28,291	\$ 49,887	\$ (21,596)
Adjustments (up to 3 yrs)	\$ 805,597	\$ 146,943	\$ 658,654
Total General Fund	\$ 19,311,065	\$ 17,873,328	\$ 1,437,737
Community Education	\$ 722,923	\$ 655,773	\$ 67,150
Debt Service	\$ 9,809,592	\$ 8,939,678	\$ 869,914
Total Levy	\$ 29,843,580	\$ 27,468,778	\$ 2,374,802
Percent Change			8.65%

LEVY TRENDS

	Pay 26 Proposed Levy	Pay 26 Certified Levy	Pay 25 Certified Levy	Pay 24 Certified Levy	Pay 23 Certified Levy
General Fund	\$ 19,311,065.58	\$ 17,873,327.97	\$ 18,214,594.56	\$ 18,214,797.54	\$ 15,232,888.17
Community Education	\$ 722,923.01	\$ 655,772.69	\$ 412,762.30	\$ 385,060.12	\$ 440,332.22
Debt Service	\$ 9,809,591.72	\$ 8,939,677.55	\$ 9,112,966.30	\$ 3,346,395.69	\$ 5,462,319.85
Total	\$ 29,843,580.31	\$ 27,468,778.21	\$ 27,740,323.16	\$ 21,946,253.35	\$ 21,135,540.24
Difference	\$ 2,374,802.10	\$ (271,544.95)	\$ 5,794,069.81	\$ 810,713.11	\$ 1,126,292.76
Percent Change	8.65%	-0.98%	26.40%	3.84%	5.63%



	Actual Taxes Payable in 2026	Preliminary Estimate of Taxes Payable in 2027	Estimated Change in Annual Taxes	Estimated % Change
Totals	\$27,468,778	\$29,843,580	\$2,374,802	8.65%

Type of Property	Estimated Market Value	Estimated Annual School District Property Taxes			
Residential Homestead	\$150,000	\$825	\$862	\$37	4.5%
	200,000	1,148	1,200	52	4.5%
	250,000	1,472	1,538	66	4.5%
	300,000	1,796	1,876	80	4.5%
	350,000	2,119	2,214	95	4.5%
	400,000	2,443	2,551	108	4.4%
	450,000	2,767	2,889	122	4.4%
	500,000	3,090	3,227	137	4.4%
	600,000	3,793	3,959	166	4.4%
	700,000	4,490	4,687	197	4.4%
Commercial/Industrial *	\$100,000	\$776	\$809	\$33	4.3%
	250,000	2,096	2,183	87	4.2%
	500,000	4,428	4,610	182	4.1%
	1,000,000	9,092	9,464	372	4.1%
	2,000,000	18,419	19,170	751	4.1%
Apartments	\$500,000	\$3,487	\$3,637	\$150	4.3%
	1,000,000	6,974	7,274	300	4.3%
	2,000,000	13,949	14,549	600	4.3%
Agricultural Homestead (dollars per acre) **	\$7,000	\$6.49	\$6.64	\$0.15	2.3%
	8,000	7.42	7.59	0.17	2.3%
	9,000	8.34	8.54	0.20	2.4%
	10,000	9.27	9.49	0.22	2.4%
Agricultural Non-Homestead (dollars per acre) **	\$7,000	\$12.98	\$13.28	\$0.30	2.3%
	8,000	14.83	15.18	0.35	2.4%
	9,000	16.69	17.08	0.39	2.3%
	10,000	18.54	18.98	0.44	2.4%

Key Assumptions:

1. Preliminary Pay 2027 RMV is estimated to change by approximately 3.6% and NTC by 4.7% as compared to taxes payable 2026.

2. Assumes no change in the value of individual parcels of property from 2026 to 2027 taxes. If the value of a parcel changed, the change in taxes will be different than shown above.

3. Taxes payable in 2027 are based on latest estimates of proposed levy, as of 9/22/26.

*For commercial-industrial property, the estimates are for property in Rice and Goodhue Counties. For commercial-industrial property in Dakota County, the tax impact would be less than shown above, due to the impact of the Twin Cities Fiscal Disparities program.

**For agricultural property, estimates above are based on the average value per acre of agricultural land and buildings. The estimated tax impact includes a 70% reduction on the portion attributable to school debt taxes due to the School Building Bond Agricultural Credit. The house, garage, and one acre of land (HGA) would pay taxes at the same rate as residential homestead property. For property owners with greater than \$3.84 million of agricultural homestead land and buildings, a portion of the property will be taxed according to the higher non-homestead rate.

Questions?
Thank you!