

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for December 12, 2022, Regular School Board Meeting

5. Items for Discussion and Reports

- a. Truth in Taxation Presentation for the Payable 2023 Property Tax Levy and Fiscal Year 2022-2023 General Fund Budget Revision Followed by Public Comment. The Property Tax Levy and Rate Summary Taxes Payable in 2022 and 2023 from Ehlers is included in the table file. This document was originally distributed to the board at the Sept. 26, 2022 regular school board meeting.

6. Consent Agenda

b. Personnel Items

i. Appointments

8. Samantha Becker, 1.0 FTE Technology Specialist District Wide, beginning 12/19/2022; \$63,104-prorated for FY23 Step 1.
9. Izzy Charlton, Speech Judge at the High School, beginning 2/4/2023. \$77/meet.
10. Jasper Egge, Speech Judge at the High School, beginning 12/15/2022. \$77/meet.
11. Correction: Oscar Marquez, 1.0 FTE Custodian at Bridgewater, beginning 12/19/2022. Step 5-\$20.75/hr.
12. Kevin O'Brien, Master Swim Club Coach M, W, F with Community Ed Recreation, beginning 1/3/2023-8/31/2023. \$90/hr.
13. Lia Pak, Speech Judge at the High School, beginning 2/4/2023. \$77/meet.
14. Annaleah Ponder, Community School After School Site Assistant for 3 hours/day Mon.-Thurs. at Greenvale Park, beginning 12/19/2022-2/10/2023. Step 2-\$14.88/hr.
15. Mary Tatge, Master Swim Club Coach M, W, F with Community Ed Recreation, beginning 1/3/2023-8/31/2023. \$90/hr.

ii. Increase/Decrease/Change in Assignment

9. Carly Amys-Roe, Gen Ed EA for 6.50 hours/day at Bridgewater, change to Gen Ed EA for 7.0 hours/day at Bridgewater, effective 9/6/2022.
10. Kevin O'Brien, Master Swim Club Coach with Community Ed Recreation, add Building Supervisor with Community Ed Recreation effective 12/9/2022-6/30/2023.
11. Mary Tatge, Master Swim Club Coach with Community Ed Recreation, add Building Supervisor with Community Ed Recreation effective 12/9/2022-6/30/2023.

iii. Leave of Absence

4. Charlie Alvarez, Teacher at Greenvale Park, Family/Medical Leave of Absence beginning on or about 12/30/2022 and continue for 23 work days.
5. Whitney Docken, Speech/Language Pathologist at Greenvale Park Elementary, Family/Medical Leave of Absence beginning on or about 4/24/2023 through the end of the 2022-2023 school year.
6. Andrea Nelson-Walker, Benefits/Payroll Specialist at the District Office, Family/Medical Leave of Absence beginning 12/14/2022-approximately 1/2/2023.
7. Shelley Stulken, 5th grade teacher at Spring Creek Elementary School, Family/Medical Leave of Absence, beginning on 12/4/2022 and continuing on an intermittent basis for up to 60 work days.

iv. Retirements/Resignations/Terminations

3. Ashley Hyde, EA at the High School, not able to accept the position effective 12/12/2022.
4. Jed McGuire, 9th Grade Baseball Coach at the High School, resignation effective 12/9/2022.
5. Alyssa Parsons, Spec Ed EA at the High School, resignation effective 12/22/2022.

c. Gift Agreement

- \$1,264.68 from Northfield Booster Club, Inc. for flowers, food and plaques for Hall of Fame ceremony

7. Items for Individual Action

- h. Resolution Declaring a School Board Vacancy Caused by Illness or Prolonged Absence. The board is asked to approve the Resolution Declaring a School Board Vacancy Caused by Illness or Prolonged Absence. School board member Noel Stratmoen has provided notification of his inability to serve as a member of the school board and attend meetings due to illness effective on December 9, 2022. WHEREAS, pursuant Minnesota Statute 123B.09, subd. 4, a vacancy caused by a member being unable to serve on such the school board and attend its meetings for not less than 90 days because of illness or prolonged absence from the district, may, after the school board has by resolution declared such vacancy to exist, be filled by the board at any regular or special meeting thereof for the remainder of the unexpired term, or until such ill or absent member is again able to resume duties as a member of such board, whichever date is earliest. It is the intent of this board to fill this vacancy and appoint a school board member at the January 9, 2023 school board meeting.

Superintendent's Recommendation: Motion to approve the Resolution Declaring a School Board Vacancy Caused by Illness or Prolonged Absence effective December 12, 2022.

Northfield Public School District No. 659

September 26, 2022

Property Tax Levy and Rate Summary, Taxes Payable in 2022 and 2023

	Certified Levy Payable in 2022		Proposed Levy Payable in 2023	Change
Tax Levy Information				
1. Total Certified Levy Spread on RMV	10,526,258		11,474,841	948,583
2. General Fund Levy Spread on NTC	3,729,709		3,758,047	28,338
3. Community Service Fund Levy	428,563		440,332	11,769
4. General Debt Service Levy	5,324,717		5,462,320	137,603
5. OPEB Debt Service Levy	0		0	0
6. Total Certified Levy	20,009,247		21,135,540 5.63%	1,126,293
Fiscal Disparities Adjustment to Levy				
7. RMV-Based Levies	41,855		41,855	0
8. General Debt Service	22,130		22,130	0
9. Other NTC-Based Levies	17,283		17,283	0
10. Total Fiscal Disparities Adjustment	81,268		81,268	0
Summary of Adjusted Levies				
11. RMV-Based Levies	10,484,403		11,432,986	948,583
12. General Debt Service	5,302,586		5,440,189	137,603
13. Other NTC-Based Levies	4,140,990		4,181,097	40,107
14. Total Adjusted Levies	19,927,979		21,054,272	1,126,293
Property Value Information				
15. RMV Used to Calculate Rate	2,891,967,400	14.4%	3,309,572,871	417,605,471
16. NTC Used to Calculate Rate	34,953,814	14.7%	40,104,372	5,150,558
Actual and Estimated Tax Rates				
17. RMV Rate (#11/#15)	0.36254%		0.34545%	-0.01708%
18. NTC Debt Rate (#12/#16)	15.170%		13.565%	-1.605%
19. NTC Other Rate (#13/#16)	11.847%		10.426%	-1.421%

Key Assumptions:

Preliminary Pay 23 RMV and NTC values are based on information from Rice County, Dakota County and Goodhue County.

Northfield Public School District No. 659

September 26, 2022

Property Tax Levy and Rate Summary, Taxes Payable in 2022 and 2023

	Actual Taxes Payable in 2022	Preliminary Estimate of Taxes Payable in 2023	Estimated Change in Annual Taxes	Estimated % Change
Actual/Estimated Tax Rates				
RMV Tax Rate:	0.36254%	0.34545%		
NTC Debt Tax Rate:	15.170%	13.565%		
NTC Other Tax Rate:	11.847%	10.426%		

Type of Property	Estimated Market Value	Estimated Annual School District Property Taxes			
Residential Homestead	\$75,000	\$393	\$367	-\$26	-6.6%
	100,000	556	518	-38	-6.8%
	125,000	721	669	-52	-7.2%
	150,000	885	821	-64	-7.2%
	175,000	1,049	973	-76	-7.2%
	200,000	1,213	1,125	-88	-7.3%
	250,000	1,542	1,428	-114	-7.4%
	300,000	1,870	1,732	-138	-7.4%
	350,000	2,199	2,035	-164	-7.5%
	400,000	2,527	2,338	-189	-7.5%
	500,000	3,164	2,927	-237	-7.5%
Commercial/ Industrial *	\$250,000	\$2,055	\$1,883	-\$172	-8.4%
	500,000	4,312	3,946	-366	-8.5%
	1,000,000	8,826	8,073	-753	-8.5%
	2,000,000	17,855	16,325	-1,530	-8.6%
	4,000,000	35,913	32,831	-3,082	-8.6%
Apartments	\$200,000	\$1,401	\$1,291	-\$110	-7.9%
	500,000	3,501	3,227	-274	-7.8%
	1,000,000	7,003	6,453	-550	-7.9%
	2,000,000	14,005	12,907	-1,098	-7.8%
Agricultural Homestead (dollars per acre) **	\$4,000	\$3.58	\$2.89	-\$0.69	-19.3%
	6,000	5.36	4.34	-1.02	-19.0%
	8,000	7.15	5.78	-1.37	-19.2%
Agricultural Non-Homestead (dollars per acre) **	\$4,000	\$7.15	\$5.78	-\$1.37	-19.2%
	6,000	10.73	8.67	-2.06	-19.2%
	8,000	14.30	11.57	-2.73	-19.1%

Key Assumptions:

1. Preliminary Pay 23 RMV and NTC values are based on information from Rice County, Dakota County and Goodhue County.
 2. Assumes no change in the value of individual parcels of property from 2022 to 2023 taxes. If the value of a parcel increased, the change in taxes will be larger than shown above.
 3. Taxes payable in 2023 are based on latest estimates of the District's proposed levy, as of the date above.
- * For commercial-industrial property, the tax impact estimates above 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 for taxes payable in 2022 includes a 60% reduction on the portion attributable to school debt taxes due to the School Building Bond Agricultural Credit. The credit percentage increases to 70% for taxes payable in 2023. 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 \$1.9 million of agricultural homestead land and buildings, a portion of the property will be taxed according to the higher non-homestead rate.

NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 9th day of December 2002, by and between Northfield Booster Club, Inc, 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

Chk # 3047 used to pay for \$1264.68
flowers, food & plaques for Hall of Fame Ceremony

Northfield Booster Club, Inc

Donor

By: Activities office

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)
Northfield Booster Club, Inc,	\$1,264.68	Flowers, food & plaques for Hall of Fame ceremony

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

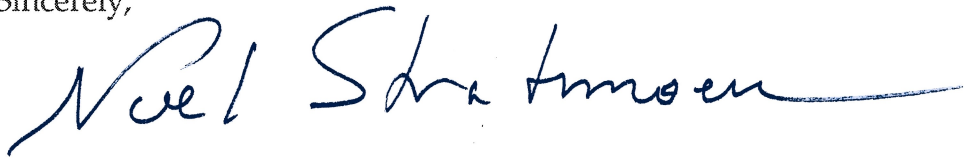
Dr. Matt Hillman
Superintendent, Northfield Public Schools
201 Orchard St S
Northfield, MN 55057

December 9, 2022

Re: Temporary Resignation

Effective immediately, I am temporarily resigning from the Northfield School District Board of Education due to health reasons. I do not believe I will be able to fulfill my duties for at least the next 90 days.

Sincerely,

A handwritten signature in blue ink that reads "Noel Stratmoen". The signature is written in a cursive style with a long horizontal line extending from the end of the name.

Noel E. Stratmoen

Resolution Declaring a School Board Vacancy Caused by Illness or Prolonged Absence

WHEREAS, school board member Noel Stratmoen has provided notification of his inability to serve as a member of the school board and attend meetings due to illness, effective on December 9, 2022; and

WHEREAS, pursuant Minnesota Statute 123B.09, subd. 4, a vacancy caused by a member being unable to serve on such the school board and attend its meetings for not less than 90 days because of illness or prolonged absence from the district, may, after the school board has by resolution declared such vacancy to exist, be filled by the board at any regular or special meeting thereof for the remainder of the unexpired term, or until such ill or absent member is again able to resume duties as a member of such board, whichever date is earliest.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 659, State of Minnesota, as follows:

Effective December 12, 2022, the School Board hereby declares that a vacancy exists on the School Board pursuant to Minnesota Statute 123B.09, subd. 4.

This Resolution is adopted as of the 12th day of December, 2022.

Preliminary timeline for temporary replacement of Noel Stratmoen | Dec. 12, 2022

Executive Summary: Longtime board member Noel Stratmoen has submitted a letter stating that he is temporarily resigning his seat on the Northfield School District Board of Education due to health reasons. He does not think he will be able to complete his board member duties for at least the next 90 days. This document outlines the statute that governs the process for a temporary replacement and a preliminary timeline for appointing a board member to serve in Noel's stead during his recovery.

Background and statute

According to the Minnesota School Boards Association (MSBA), Noel is the longest actively serving school board member in Minnesota. Noel was first elected in 1982. He is a fixture in our community and has altruistically given his personal time for the betterment of Northfield students' education in five different decades. I ask that our community hold him in their hearts as he continues his recovery.

Because he is temporarily resigning for health-related reasons, the governing statute to fill the vacancy is [123B.09 Subd.4](#), which states:

A vacancy caused by a member being unable to serve on such board and attend its meetings for not less than 90 days because of illness or prolonged absence from the district, may, after the board has by resolution declared such vacancy to exist, be filled by the board at any regular or special meeting thereof for the remainder of the unexpired term, or until such ill or absent member is again able to resume duties as a member of such board, whichever date is earliest. When the ill or absent member is able to resume duties as a member of the board, the board must by resolution so determine and declare such person to be again a member of the board, and the member appointed by the board to be no longer a member thereof.

Preliminary timeline

Dec. 9, 2022	Temporary resignation received.
Dec. 12, 2022	Board approves the resolution accepting his temporary resignation.
Dec. 13, 2022 — Jan. 3, 2023, at 4 p.m.	District residents may complete an online interest form indicating they would like to be considered for the seat. All interested residents should review the MSBA “guide to running for the board” document. While this document’s intended audience is those considering running for election, it provides those interested with an overview of the governance role that school boards play in Minnesota.
Jan. 9, 2023	Nominations and appointment of a member to hold Noel’s seat until he returns. The item will be the final action item on the agenda. The new board member will be seated at that time.
Jan. 23, 2023	The new board member will participate in their first full meeting.

When Noel’s health improves to the point that he can return to the board, he will submit a letter indicating so. Then, the board will take another resolution to return him to his seat for the remainder of his current term.

People with questions about the process or questions from those potentially interested in being appointed should be directed to Chair [Claudia Gonzalez-George](#) and [Superintendent Matt Hillmann](#).