

**NORTHFIELD PUBLIC SCHOOLS**  
**School Board Minutes**

School Board Meeting  
August 23, 2004  
Northfield High School Cafeteria Annex

- I. Call to Order.  
Chairperson Noel Stratmoen called the meeting of the Board of Education of Independent School District 659 to order at 7:30 p.m. Smith was absent.
- II. Agenda Changes.  
The table file was added.
- III. Public Comment.  
There was none.
- IV. Approval of Minutes.  
On a motion by Nelson, seconded by Dahl, minutes of the School Board meeting held on August 9, 2004, were approved.
- V. Announcements.
  - We currently have 526 high school students participating in fall sports at Northfield High School. This is over 40% of our student population in grades 9-12 - a very impressive number of participants!
- VI. Celebration - Summer Recreation Programs.  
After reviewing the goals of the recreation program and current partnerships, Erin Mayberry, Recreation Coordinator for Community Education and Recreation, highlighted several summer programs, such as Books & Stars, Wiggle & Giggle, SUPER Kids and the outdoor pool.
- VII. Items for Discussion and Reports.
  1. Health and Safety Projects - Phase 2 Options.  
Don Warhol and staff from Johnson Controls reviewed the work completed in Phase I projects and provided an overview of the Phase II projects that could be completed using Health and Safety funds as identified in the District's five year Health and Safety Plan. The focus of Phase II would be addressing the mechanical systems at Longfellow and completion of mechanical system work at Sibley and Greenvale Park elementary schools. The overview provided a summary of what could be accomplished using Health and Safety funds and gave the Board an opportunity to discuss their thoughts about moving forward on these projects at this time.
  2. Preliminary Adequate Yearly Progress (AYP) Results.  
Roger Jenni provided the Board with an overview of the results of MCA testing and how it is positioning the Northfield Public School District and the Middle School to be on the watch list for needs improvement. The presentation focused on the challenges we are facing as well as what these results tell us about student achievement by various subgroups.

VIII. Superintendent's Report.

A. Items for Individual Action

1. Life Insurance Renewal.

On a motion by Boardman, seconded by Zakrajsek, the Board adopted the following resolution:

RESOLVED, that the School Board of Independent School District No. 659 accept National Insurance Services' proposal to provide fully insured Employee Group Life Insurance for a 12 month period from September 1, 2004 to August 30, 2005. During this period National Insurance Services (NIS) will provide coverage for our eligible employees at the following rates.

\$.13 Basic Life, per \$1,000 of coverage

\$.02 AD & D, per \$1,000 of coverage

\$.16 Supplemental Life, per \$1,000 of coverage

2. Companeros Review Contract.

On a motion by Zakrjasek, seconded by Dahl, the Board approved a contract with Dr. Tara Fortune to conduct an evaluation of the Companeros program and provide findings to the Program Options Council for their review and recommendation to the Board of Education by February 1, 2005, at a total estimated cost of \$9,300.

3. Policies - Curriculum Improvement Process and Staff and Community Involvement, First Reading.

On a motion by Nelson, seconded by Wolle, the Board approved Policy 603 Curriculum Development Implementation and Delivery, Policy 612 Title I Parent Involvement, Policy 616 School District System Accountability, Policy 648 Instructional Programs, Policy 649 Dissemination of Information about Required Instructional Programs, Policy 650 Community Involvement in Education Program Development: Site Councils, Policy 651 Community-School Involvement in Setting Goals, Evaluating Progress and Planning Improvements in the Instructional Program: District Teaching and Learning Committee, and Policy 652 Instructional Materials Selection and Production on the First Reading.

B. Items for Consent Grouping.

On a motion by Wolle, seconded by Dahl, the Board approved the following items listed under the Consent Grouping.

1. Gift Agreement.

The Bridgewater Elementary School PTO donated \$18,445.15 to be used by Bridgewater for purchases as outlined in the attached gift agreement.

2. Personnel Issues.

a. Appointments\*

(1) Jean Kathryn Johnson, .5 Early Childhood Special Education Teacher at Longfellow School, beginning with the 2004-05 school year, BA, step 1\*\*.

(2) Kathleen Purdes, Family Services Coordinator, Community Education and Recreation, beginning August 25, 2004, annual salary pro-rated to \$59,540.40 for 222 days for the 2004-05 year.

(3) Co-Curricular Assignments for 2004-05.

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- (4) Kimberly Wentworth, Special Ed Educational Assistant at Longfellow School for 26 hours per week, Tuesday-Friday, beginning 9/1/04, step 3 of the Class III wage scale, pro-rated benefits.
  - (5) Daniel Riesgraf, Health/Physical Education Teacher at the High School beginning with the 2004-05 school year, BA30 lane, step 1\*\*.
- b. Increase in Hours
    - (1) Julie Bubser, Sibley Secretary, increase in hours from 4.0 to 5.0 beginning July 1, 2004.
  - c. Voluntary Decrease in Hours
    - (1) Ruth Muckey, Greenvale Park Kitchen Manager, from 8.0 to 7.5 hr/day.
    - (2) Ritva Barsness, Greenvale Park Food Service Helper 1/Computer from 7.5 to 7.0 hrs/day.
  - d. Leave of Absence
    - (1) Extension of leave of absence without pay for Diane Frederick through the 2004-05 school year.
  - e. Resignations
    - (1) Amy Hamborg, Family Services Coordinator, resignation effective July 31, 2004.
    - (2) Michelle Roiger, High School Math Teacher, resignation effective July 12, 2004.
    - (3) Mary Nelson, Greenvale Park Special Ed Education Assistant, resignation effective end of 2003-04.
    - (4) Peter Kroneman, Middle School Educational Assistant, resignation effective end of 2003-04.
    - (5) Mark Robinson, High School Language Arts Teacher, effective at the end of the 2003-04 school year.
  - f. Policies Covering Wages, Hours, and Fringe Benefits for 2004-05 and 2005-06.

The policies covering wages and benefits for the Educational Assistants, Office Employees and Food Service personnel were approved. The amounts are within that budgeted previously by the School Board for salaries and benefits.

\*These conditional offers of employment are subject to successful completion of a criminal background check.

\*\*Lane placement subject to verification by the Professional Growth Committee.

IX. Future Meetings/Events

Thursday, August 26, 2004, 5:00 PM, Board Development Workshop,  
(Dinner provided. There will be no district business conducted and no board decisions made.)  
Northfield Golf Club Members Lounge  
Monday, September 13, 2004, 7:30 PM, Regular School Board Meeting,  
Northfield High School Media Center

X. Adjournment

On a motion by Wolle, seconded by Dahl, the Board adjourned at 9:55 pm.

Wendy Smith, Clerk