

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
September 13, 2004
Northfield High School Media Center

- 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. No one was absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment.
There was none.
- IV. Approval of Minutes.
On a motion by Wolle, seconded by Zakrajsek, minutes of the School Board meeting held on August 23, 2004, were approved.
- V. Announcements.
 1. Craig Johnson was recognized for his work with Carleton College on implementing collaborative research projects between college faculty, high school faculty and high school students from urban schools and Northfield. He will be traveling with several others to Denver in November to make a presentation to the Geological Society of America. The presentation is: Environmental Science at Carleton Summer Program: A Partnership in Community-Based Research.
 2. Nelson reported that she has received several positive comments about the new Middle School and the stop sign on the corner of Jefferson Parkway and Division Street. Thank you to the staff and taxpayers of the Northfield School District.
- VI. Items for Discussion and Reports.
 1. Kids' C.A.F.E.
Community Education Director Hannah Puczko provided a brief overview of this program for elementary children at risk for not succeeding in school. C.A.F.E. stands for Connections, Academics, Fun and Enrichment. The program will provide a collaborative, comprehensive approach that supports academic and personal growth for students. It brings together the resources of FreePops, Targeted Services and community/college volunteer tutors to support students across the district. It is anticipated that the program will involve 30 students each at Sibley and Greenvale Park and 60 students at Bridgewater.
- VII. Superintendent's Report.
 - A. Items for Individual Action
 1. Health and Safety Projects - Phase II.
On a motion by Wolle, seconded by Nelson, the Board unanimously approved the Resolution Stating the Intention of the School Board to Issue General Obligation Bonds to Finance Certain Health and Safety Projects; Covenanteeing and Obligating the District to be Bound By and To Use the Provisions of Minnesota Statutes, Section 126C.55 to Guarantee the Payment of the Principal and Interest on the Bonds. Voting 'yes' were Dahl, Smith, Zakrajsek, Nelson, Boardman, Wolle and Stratmoen. No one voted 'no.'

2. Middle School Construction Change Order.

On a motion Boardman, seconded by Dahl, the Board accepted change order #22 in the amount of \$28,398.35 resulting in a current contract amount of \$27,049,466.50 for the Middle School BP #2 building construction contract with Adolfsen and Peterson, Inc. The total of Middle School Bid Packages 1 and 2 is \$28,552,422.

3. Resolution Calling the School Board Election.

On a motion by Nelson, seconded by Dahl, the Board adopted the Resolution Relating to the Election of School Board Members and Calling the School Board Election.

4. Policies 603, 612, 616, 648, 649, 650, 651, 652 - Curriculum Improvement Process and Staff and Community Involvement, Second Reading.

Boardman moved, and Wolle seconded to approve Policies 603, 612, 616, 648, 649, 650, 651 and 652 on second reading. After several suggestions were made to change wording in many of the policies, Boardman withdrew her motion. Then, Boardman moved and Dahl seconded to approve Policy 612 - Title I, Parental Involvement, changing the wording in Section II, #12 to "To the extent possible, ensure information sent home is in the language used in the home." Nelson moved, Zakrajsek seconded to amend the motion to change the word "possible" to "practicable" resulting in the wording in Section II, #12 to be changed to "To the extent practicable, ensure information sent home is in the language used in the home." Motion carried.

On a motion by Wolle, seconded by Zakrajsek, Policies 603, 616, 648, 649, 650, 651 and 652 were tabled until the September 27, 2004, School Board meeting. Board members were asked to give their suggestions for modifications to the policies to the Superintendent's office by Friday, September 17, 2004.

B. Items for Consent Grouping.

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

1. Perpich Center for the Arts Grant.

A \$5,000 grant from the Perpich Center for the Arts for the Living History Museum project for third graders at Greenvale Park Elementary School was accepted.

2. Agreement for Professional Services.

The proposal with HaynesHitesman to provide assistance with the request for qualifications (RFQ) for various benefit related services was approved.

3. Advisory Council Appointments.

The Board approved the new members of the Community Education and Recreation Advisory Council and the Early Childhood Family Education Advisory Council. The Community Ed and Rec Council appointments are for three years and include Amy Gage, Tricia Getty, Dawn Makarias, Scott Parker, Jim Rossow and Katy Hargis, who is the one-year liaison from the Park and Recreation Board. The Family Education Center Council appointments are for one year and include Frances Boehning, Katie Clark, Nicole Gill, Allison Jaranson and Mary Langan.

4. Personnel Issues.

a. Appointments*

- (1) Cheryl Patzer, Custodian Engineer at the High School, beginning September 7, 2004, step 3 of the wage scale for custodian engineers.
- (2) Beth Kuyper, Special Ed Educational Assistant at the Middle School, 6.5 hours per day, Class III, step 6; and Supervisory Educational Assistant for .5 hour per day, Class I, step 6 of the wage scale.
- (3) Rose Kuktavy, Special Ed Educational Assistant at the Middle School, 6.5 hours per day beginning September 1, 2004, Class III, step 1 of the wage scale.
- (4) Virginia Berry, Special Ed Educational Assistant at the Middle School, 6.5 hours per day beginning September 1, 2004, Class III, step 1 of the wage scale.
- (5) Alison Perry, Instructional Educational Assistant at the Middle School for 3.75 hours per day, Class II, step 6; and Supervisory Educational Assistant for 3.2 hours per day, Class I, step 6, beginning August 30, 2004.
- (6) Sharon Hup, Special Ed Educational Assistant at Greenvale Park for 4.0 hours per day beginning September 1, 2004, Class III, step 3 of the wage scale.
- (7) Cindy Keogh, Supervisory Educational Assistant at Greenvale Park for 2.25 hours per day, beginning September 1, 2004, Class I, step 1 of the wage scale. There are no benefits with this position.
- (8) Tamera Johannsen, Special Ed Educational Assistant at Greenvale Park for 6.5 hours per day beginning September 1, 2004, Class III, step 1 of the wage scale.
- (9) Laurie Henrickson, Special Ed Educational Assistant at Greenvale Park for 6.5 hours per day beginning September 1, 2004, Class III, step 3 of the wage scale.
- (10) Troy Midboe, Social Studies Teacher at the High School beginning with the 2004-05 school year, BA lane, step 2**.
- (11) Marcia Ford, Special Education Teacher at the High School for the 2004-05 school year, long-term substitute for a teacher on leave, MA lane, step 6**. Appointment subject to obtaining a variance.
- (12) Clint Fisk, .8 English Teacher at the High School, beginning 8/31/2004, BA lane, step 5**.
- (13) Andrea Waldock, Special Ed Educational Assistant at Longfellow School for 6.0 hours per day, beginning September 2, 2004, Class III, step 3.
- (14) Kathryn Ades, High School Nurse, beginning September 8, 2004, \$19.20 per hour.
- (15) Fall 2004 Community Education and Recreation Program Instructors – the list from Community Education Director Hannah Puczko was approved.
- (16) Co-Curricular Assignments
 - Leon Haefner, Pep Band
 - David Von Ruden, 6th Grade Football Coach (Hourly)
 - Anna Rickert, Asst Girls Swimming Coach – Diving (First 3 weeks of assignment)
 - Collin Cunningham, Asst Girls Swimming Coach – Diving (Begin 4th week through remainder of season)
 - Lindsey Downs, 7th Grade Volleyball Coach
 - Christa Anderson, 8th Grade Volleyball Coach
 - Mark Thornton, Part-time Assistant Football Coach (Hourly)
 - Chad Johnson, Assistant Wrestling Coach
 - David Von Ruden, 6th Grade Football Coach (Hourly)

Jericho Tabor, Middle School Boys Soccer Coach
Dean Morkassel, Part-time Asst Middle School Soccer Coach (Hourly)
Michelle Sonnega, Student Council Advisor (1/3 Stipend)
Sarah Swan McDonald, Student Council Advisor (1/3 Stipend)
Kristen Repensky, Student Council Advisor (1/3 Stipend)
Mark Ensrud, Assistant RALIE Advisor (50% Stipend)
Sarah Swan McDonald, Assistant RALIE Advisor (50% Stipend)
Jody Saxton West, Head Speech Coach
Andrew Gilbertson, 6th Grade Boys Basketball (transfer from Ass't part-time
6th Grade Boys Basketball-Hourly)
David Lynch, One Extra Lunch Period Supervision (Safe School Fund)
Troy Midboe, One Extra Lunch Period Supervision (Safe School Fund)
Deborah Rasmussen, 1 Extra Lunch Period Supervision (Safe School Fund)
Troy Cohrs, One Extra Lunch Period Supervision (Safe School Fund)
Doug Davis, One Extra Lunch Period Supervision (Safe School Fund)
David VonRuden, One Extra Lunch Period Supervision (Safe School Fund)
Paul Wegner, One Extra Lunch Period Supervision (Safe School Fund)
Emileanna McClish, 1 Extra Lunch Period Supervision (Safe School Fund)
Dan Riesgraf, One Extra Lunch Period Supervision (Safe School Fund)
Rosie Fink, One Extra Class (Health), all year, with supervision
John Bade, One Extra Class (Art), all year, no supervision
Kristie Wacek, One Extra Class (Spanish), all year, no supervision
Jan Brubakken, 1 Extra Class (Spanish), every other day all year, with
supervision
David Kamis, One Extra Class (IT), 3rd quarter, with supervision
Tim Biegert, One Extra Class (IT), 1st quarter, with supervision
Curt Mikkelson, Middle School Site Council
Earl Weinmann, Middle School Site Council
Jenny Lamont, Middle School Site Council
Ethan Frieier, Middle School Site Council
Sara Jensen, Middle School Site Council
Mark Auge – One Extra Class, 1st semester, no supervision
Doug Bengtson, One Extra Class, 1st semester, no supervision
Shari Hagen, One Extra Class, all year, no supervision
Craig Johnson, One Extra Class, 1st semester, no supervision
Brenda Niebuhr, One Extra Class, 1st semester, no supervision
Travis Wiebe, One Extra Class, 1st semester, no supervision
Paul Eddy, One Extra Class, 2nd semester, no supervision

b. Leave of Absence

- (1) Noreen Cooney, Sibley School Social Worker, granted a child care leave of absence beginning on or about October 21, 2004, through January 3, 2005.

c. Increase/Decrease Hours/Change in Assignment

- (1) Theresa Findley, assignment for 2004-05 will be 6.7 hours per day Special Ed Educational Assistant at the Middle School (no bus time).
- (2) Jackie Moon, Special Ed Educational Assistant at the Middle School, increase hours from 5.0 to 6.5 hours per day (all Special Ed) beginning with the 2004-05 school year.

- (3) Hilary Faith Hagedorn, High School Language Arts Teacher, increase in contract time from .8 to 1.0 FTE beginning with the 2004-05 school year.
- (4) Christopher Holmquist, High School Art Teacher, increase in contract time from .7 to .8 FTE beginning with the 2004-05 school year.

d. Resignations

- (1) Laurie Henrickson, Educational Assistant for Family Education, resignation effective 8/30/2004. Laurie has accepted an EA position at Greenvale Park.
- (2) Terri Steen Lahr, Assistant Girls Basketball 9th Grade Coach.
- (3) Christie Quamme, Special Ed Educational Assistant at Longfellow, resignation effective 8/26/2004.
- (4) Roxanne Durand, Dishroom/Server, High School Food Service. Her last day of work was 9/7/04.

*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.

- e. The recommendation from Superintendent Chris Richardson to increase the hourly rates for substitute personnel effective September 1, 2004, was approved.

Substitute Secretaries - from \$10.25 to \$10.75

Designated "regular" Substitute Secretaries - from \$11.00 to \$11.50

Substitute Educational Assistants - from \$9.50 to \$10.00

Substitute Housekeepers - from \$9.35 to \$9.85

Substitute Custodians - from \$10.25 to \$10.75

- f. Policies Covering Wages, Hours, and Fringe Benefits for 2004-05 and 2005-06.
The policies covering wages and benefits for Head Custodians and Building Nurses were approved. The amounts are within that budgeted previously by the School Board for salaries and benefits.

VIII. Future Meetings/Events

Monday, September 27, 2004, 7:30 PM, Regular School Board Meeting,

Northfield High School Media Center

Monday, October 11, 2004, 7:30 PM, Regular School Board Meeting,

Northfield High School Media Center

IX. Adjournment

On a motion by Wolle, seconded by Boardman, the Board adjourned at 9:20 pm.

Wendy Smith, Clerk