

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

School Board Meeting  
October 11, 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 Dahl, seconded by Nelson, minutes of the School Board meeting held on September 27, 2004, were approved.
- V. Announcements.
  - The Northfield High School production of Arthur Miller's "The Crucible" will be performed on Nov. 5, 6, 12, 13 in the high school auditorium. Tickets are on sale in the High School office.
  - Thank you to Northfield Rotary, WINGS and State Farm for donating funds to support the Kids' Voting USA program in the Northfield Schools.
  - A reception was held on October 11 for people who helped purchase the new practice piano for the high school music room.
- VI. Items for Discussion and Reports.
  1. Teaching American History Grant.  
Last summer the Northfield Public Schools was the recipient of a \$640,000 grant from the United States Department of Education. The grant is designated for staff development in the area of teaching American History. Project Director and High School Social Studies Teacher Kristin Repensky provided the Board with an update on grant activities to-date and what is being planned over the next three years.
  2. Continuous Improvement Process Update.  
Superintendent Richardson shared with the Board the concepts of a continuous improvement process that will be implemented in the district over the next year. This process will use the district's strategic plan and student assessment data to drive an annual building site improvement plan. This process focuses school improvement efforts on student achievement and supports planning and accountability. It also provides the Board and community with a detailed action plan in each building and provides direction for the staff development needed to support changes in curriculum and instruction. Finally, it provides an annual progress report on how the plan was carried out and the impact it had on students and staff.

3. Modifications in District Organizational Structure.

Modifications in the District Organizational Structure were shared with the Board. These modifications focus on placing responsibility for elements of the organization in a more workable framework and places an emphasis on allowing building principals to concentrate on providing building leadership.

VII. Superintendent's Report.

A. Items for Individual Action

1. Middle School Construction Change Order.

On a motion by Zakrajsek, seconded by Nelson, the Board accepted change order #23 in the amount of \$47,513.40 resulting in a current contract amount of \$27,096,970.90 for the Middle School Bid Package #2 building construction contract with Adolfson and Peterson, Inc.

2. District Strategic Planning Process.

On a motion Wolle, seconded by Boardman, the Board approved the District Strategic Planning Process Workshop Plan and the Facilitator's Proposal as presented.

3. Termination of Option Agreement for Gill Property.

On a motion by Nelson, seconded by Boardman, the Board accepted the Termination of Option Agreement for the Gill Property.

4. Financial Reports - August 2004.

On a motion by Wolle, seconded by Zakrajsek, the Board approved paid bills totaling \$3,296,082.26 payroll checks totaling \$403,766.64, and the financial reports for August 2004.

5. Johnson Controls Contract.

Zakrajsek moved, Dahl seconded to approve a Program Management contract for design and construction management of capital improvements funded with Health and Safety or Alternative Facility Bond levies. Then, on a motion by Wolle, seconded by Smith, the Board approved an amendment to the motion allowing administration to work with Johnson Controls on including third party mediation in Article 4, Disputes, should a dispute not be resolved by negotiation. The Board then unanimously approved the Program Management contract on a 7 to 0 vote. Voting 'yes' were Dahl, Smith, Zakrajsek, Nelson, Boardman, Wolle and Stratmoen. No one voted 'no.'

6. Increase in Assignment - Approval for 2003-04.

On a motion by Dahl, seconded by Smith, the Board approved on a 5 to 2 vote the increase in assignment for Rebecca Bazan's assistance in personnel in the absence of a personnel director, \$16,324.47 for 206 days, beginning September 1, 2003, for the 2003-04 school year. Voting 'yes' were Dahl, Smith, Nelson, Boardman and Stratmoen. Voting 'no' were Wolle and Zakrajsek.

B. Items for Consent Grouping.

Wolle requested item d under item 3, Personnel Items, be removed from the Consent Agenda. It became item six under Items for Individual Action.

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

1. Annual Report on Curriculum, Instruction and Student Performance.

At the September 27, 2004, School Board meeting, the Board reviewed a draft of the Annual Report. Modifications were made to the report and the Board approved the 2003-2004 Annual Report on Curriculum, Instruction and Student Performance as presented.

2. Connected Kids Mentoring Project Grant.

The School Board accepted this grant from the U.S. Department of Education in the amount of \$123,968 for the period October 1, 2004 – September 30, 2005. Subsequent funding for year 2 in the amount of \$151,811 and for year 3 in the amount of \$192,898 are subject to continued funding authorization by the United States government. The grant funds the Connected Kids Initiative.

3. Personnel Issues.

a. Appointments\*

- (1) Judith Jacobson, Early Childhood Special Ed Educational Assistant for 5.0 hours per day at Longfellow School, beginning October 4, 2004, Class III, step 1 of the wage scale, pro-rated benefits.
- (2) Dee Tomczik, Kids' C.A.F.E. Educational Assistant at Bridgewater School, 4.0 hours per week. This is in addition to her regular assignment.
- (3) Co-Curricular Assignments for 2004-05  
Curriculum and Staff Development Stipends for 2004-05  
Connie Larson, One Extra Lunch Period Supervision (Safe Schools Fund)  
Rachel Fink, 8<sup>th</sup> Grade Girls Basketball Coach

b. Leave of Absence

- (1) ReNae Trebelhorn, childcare leave from on or about December 15, 2004, through June 3, 2005.
- (2) Kari Prestemon, childcare leave from on or about April 29, 2005, through June 3, 2005.

\*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.

c. Memorandum of Understanding Regarding Compensation for Curriculum Writing and Research within the Teaching American History Grant.

This Memorandum of Understanding clarifies that the teacher hourly pay rate for the American History Grant is only applicable to this grant and does not set a precedent for future curriculum writing or staff development pay.

School Board Minutes

October 11, 2004

Page Four

VIII. Item for Information

1. 2005 Graduation Date.

Graduation for the Class of 2005 will be held Sunday, May 29, 2005, beginning at 5:30 PM at Memorial Field.

IX. Future Meetings/Events

Monday, October 25, 2004, 7:30 PM, Regular School Board Meeting,

Northfield High School Media Center

Monday, November 8, 2004, 7:30 PM, Regular School Board Meeting,

Northfield High School Media Center

X. Adjournment

On a motion by Wolle, seconded by Nelson, the Board adjourned at 8:55 pm.

Wendy Smith, Clerk