

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

School Board Meeting  
November 8, 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 Boardman, seconded by Nelson, minutes of the School Board meeting held on October 25, 2004, were approved.
- V. Announcements.
  - Congratulations to the Greenvale Park actors and actresses in their performance of Alice in Wonderland two weeks ago.
  - Performances of the fall play, "The Crucible", began last weekend and continues this Friday and Saturday evening at 7:30 pm in the high school auditorium.
  - Congratulations to the boys and girls soccer teams on their successful, exciting and hard fought seasons. The boys finished second and the girls finished fourth at state.
  - Congratulations to High School student Cullen O'Neill who competed in his third state cross country meet on Saturday. Cullen finished 45th in the field of 150 runners. Congratulations to Cullen for a great race and a great season.
  - Christina Keesey finished as the state runner-up in girls tennis.
  - The Gator Girls Swimming and Diving Team won the Missota Conference Championship.
  - The Varsity football team won the section 1 championship for the 7th time in school history Friday night with a 21 to 7 victory over Faribault. The Raiders will travel to Mankato East on Friday for the opening round of the state tournament.
  - Board member Kari Nelson highlighted several other successful school district events and programs: Middle School Orchestra and Choir Concerts, District-wide Band Concert, 7th graders ELC trip and the Kids Voting program.
  - Board member Eduardo Wolle spoke about the Board Policy Review Committee - its purpose and progress to-date.
- VI. Superintendent's Report.
  - A. Items for Individual Action
    1. Election Results.
      - A. Canvass Returns.  
On a motion by Smith, seconded by Wolle, the Board approved the Resolution Canvassing Returns of Votes of the School District Board Election.

B. Authorize Issuance of Certificates of Election.

On a motion by Boardman, seconded by Nelson, the Board approved the adoption of the Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties.

2. American Education Week Proclamation.

On a motion by Wolle, seconded by Nelson, the Board approved the American Education Week Proclamation.

3. Policy 528 Student Parental, Family and Marital Status Nondiscrimination.

On a motion by Boardman, seconded by Smith, the Board waived the provision in Policy BC, Board of Education Operational Procedures, requiring two readings of a proposed policy before adoption.

On a motion by Wolle, seconded by Smith, the Board approved Policy 528 Student Parental, Family and Marital Status Nondiscrimination

4. Memorandum of Agreement with Rice County Big Brothers Big Sisters.

On a motion by Boardman, seconded by Zakrajsek, the Board approved for twelve months commencing with the implementation of the grant the memorandum of agreement with Rice County Big Brothers Big Sisters that outlines each organization's responsibilities.

B. Items for Consent Grouping.

Boardman removed item #3, Memorandum of Agreement with Rice County Big Brothers Big Sisters.

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

1. Gift Agreement.

The Sibley Parent Teacher Organization has donated \$1996.05 to be used to purchase media resources for the Sibley Media Center.

2. Minnesota Historical Society Contract.

The School Board approved a contract with the Minnesota Historical Society in the amount of \$5,500 to provide two workshops this year as part of the Teaching American History grant.

3. Memorandum of Agreement with Rice County Big Brothers Big Sisters.

Removed from Consent agenda. (See item #4 under Items for Individual Action.)

4. Personnel Issues.

a. Appointments\*

(1) Kristen Johnson, .5 long-term substitute Special Education Teacher at the High School from on or about December 15, 2004, through June 4, 2005.

(2) Kristen Tisdale, Special Ed Educational Assistant at the Middle School for 6.5 hours per day, beginning November 1, 2004, Class III step 2 of the wage scale for Educational Assistants.

- (3) Lu Lindstrom, .133 Reading Teacher for Quarters 2, 3, 4 of the 2004-05 school year beginning November 8, 2004 through June 4, 2005, BA60-17.
  - (4) Co-Curricular/Extra Assignments for 2004-05  
Shari Hagen, World Language Department Chair  
Rebecca Messer, Science Department Chair  
Troy Cohrs, Language Arts Department Chair  
Mark Thornton, Social Studies Department Chair  
Susan Roosenraad, Math Department Chair  
John McNamara – Industrial Technology/Business Education/Vocational Department Chair  
Ruth McCarty – Special Education Department Chair
  - (5) Kerry Grau, transfer from ASU Site Assistant to ASU Site Leader at Sibley School for 2.0 hours per day on school days (up to 8.0 hours per day on non-school days and during the summer, 248 day/year), beginning October 25, 2004 at an hourly rate of \$12.00. There are no benefits with this position.
  - (6) Tammie Warner transfer from ASU Site Assistant to ASU Site Leader at Sibley School for 4.0 hours per day (up to 8 hours on non-school days and summer, 248 days/year) beginning November 3, 2004 at an hourly rate of \$12.00 with pro-rated benefits.
  - (7) Sarah (Mandy) Ryan, transfer from ASU Site Assistant to ASU Site Leader at Greenvale Park for 6.0 hours per day (8 hours on non-school days, 248 days/year) beginning October 20, 2004 at an hourly rate of \$12.25 with pro-rated benefits. Ms. Ryan's ESCE Ed Assistant hours will be reduced to 10 hours per week.
  - (8) Katie McLeish, transfer from ASU Site Assistant to ASU Site Leader at Bridgewater for 6.0 hours per day (8 hours on non-school days, 248 days/year) beginning October 20, 2004 at an hourly rate of \$12.00 with pro-rated benefits.
  - (9) Pamela Roberts, Middle School Youth Center Site Supervisor for 15.0 hours per week beginning November 8, 2004, at an hourly rate of \$15.01. There are no benefits with this position.
  - (10) Gregory Ennis, Middle School Youth Center Lead Assistant for up to 15 hours per week, beginning November 8, 2004, at an hourly rate of \$12.00. There are no benefits with this position.
- b. Adjustments to Child Care Staffing at the ALC (69.24 to 51.0 hours per week) to reflect current needs, subject to further adjustment if needs change.  
Sara Dawson – 25 hours per week  
Romaine Kmetz – 22 hours per week  
Emily McDonald – 4 hours per week
- c. Leave of Absence
- (1) Danielle Amundson, childcare leave from on or about March 13, 2005, through June 4, 2005.
- d. Policies Covering Wages, Hours, and Fringe Benefits for 2004-05 and 2005-06.  
The policies covering wages and benefits for the following groups are enclosed for approval:

- Coordinator of District Grounds, Coordinator of District Maintenance and the District Electrician
- Community Education Coordinators
- Technology Employees
- Confidential Employees

The amounts are within that budgeted previously by the School Board for salaries and benefits.

e. Increase in Hours/Contract Time

- (1) Gerie Kniep, Special Education Educational Assistant at Bridgewater School, increase her Special Education hours 3.0 to 6.0 hours per day beginning November 8, 2004. Her .5 supervisory also remains for a total of 6.5 hours per day.
- (2) Lydia Tilstra, increase contract time as a Special Education teacher, from 5 to 1.0, beginning November 9, 2004.

\*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.

5. Grant Request.

The Board approved a \$50,000 grant request High School Science Teacher Deb Reynolds and Curriculum Coordinator Lisa Carlson are submitting to the Minnesota Department of Education. The project title: Best Practices - The Integration of Earth Science Topics in High School Science Classrooms.

VII. Items for Information

1. 2004-2005 Enrollment Options Report.

Information Systems Specialist Christine Neset provided the Board with the 2004-2005 Enrollment Options Report. The Northfield Public Schools has 279 students attending our schools from other school districts this school year compared to 228 last year. 499 Northfield students are attending school elsewhere, including other public schools (124), charter schools (180) and non-public schools (195). This compares to 497 students last year.

VIII. Future Meetings/Events

November 11, 12 & 13, Strategic Planning, Northfield Community Resource Center  
November 11 - 5:30 PM - 8:30 PM; November 12 & 13 - 8:00 AM - 4:00 PM  
Monday, November 22, 2004, 6:30 PM, Reception for National Merit Scholars,  
Northfield High School Cafeteria Annex  
Monday, November 22, 2004, 7:30 PM, Regular School Board Meeting,  
Northfield High School Media Center

IX. Adjournment

On a motion by Wolle, seconded by Zakrajsek, the Board adjourned at 8:05 pm.