

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

School Board Meeting  
May 23, 2005  
Northfield High School Media Center

- I. Call to Order.  
Chairperson Kari Nelson called the meeting of the Board of Education of Independent School District 659 to order at 7:00 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 Stratmoen, the minutes of the Regular School Board meeting held on May 9, 2005, were approved.
- V. Announcements.
  - Congratulations to all of the choirs for a great concert on May 21. They made great music and sent director, Ryan Connolly, off in grand style! We wish Mr. Connolly the best.
  - Congratulations to the 22 artists in Honors Art. The opening reception on May 20 at ArtOrg was a huge success. The artwork looked amazing and all of the artists should be very proud of themselves.
  - The Maroon/Gold banquet was held May 22 and the following students were recognized as Outstanding Senior Athletes:  
Caitlin Clements-Green, Outstanding Senior Female Athlete in an individual sport  
Maia Johnson, Outstanding Senior Female Athlete in a team sport  
Todd Mathison, Outstanding Senior Male athlete in a team sport  
Cullen O'Neill, Outstanding Senior Male athlete in an individual sport, also  
Doug Davis, Boys & Girls Swim Head Coach was name the KYMN Coach of the Year and retiring head cross country coach Pat Foley, was recognized for his career accomplishments. All State Tournament participants and the Class of 2005 athletes were also recognized.
  - Many sixth grade students participated in the Older America Essay Contest. Those receiving awards for "best essay" are: Victoria Erickson, Otto Pfefferle, Krista Wahlstrom and Charlie Cloud.
  - 5th grade band concert was a great performance.
  - 5th graders did a great job on their band tour
  - Greenvale Park did a superb job in welcoming new families to the school
- VI. Items for Discussion and/or Reports
  1. District Educational Program Advisory Council Presentation of Recommendations.  
Steve Kovach, the Chair of the District Educational Program Advisory Council (DEPAC), shared the recommended goals developed by this committee of citizens and staff members over the last five months. The DEPAC supports the Continuous Improvement Process by providing the Board of Education with recommended goals in curriculum and instruction, assessment of student achievement, and student support services, which are then addressed,

where appropriate, in building and program improvement plans. The Council met monthly and completed the majority of its work in three sub committees that focused on studying and developing goals in one of these three areas. At the end of each meeting they came together to share their progress and at their last meeting reached consensus on the following five goals. This group will begin meeting again in the fall.

2. Review of Timeline and Process for Old Middle Reuse Decision.

Dr. Richardson reviewed the activities that have occurred to date as well as the proposed remaining steps to be taken in determining whether the Board wishes to enter into an agreement with Carleton College to purchase the old Northfield Middle School.

Preliminary terms of the proposed offer were presented. The Board was asked to forward questions, concerns and requests for additional information to district administration so that responses can be provided to the Board for the June 13, 2005 Board meeting.

3. Proposed Budget for FY 2005-2006 and Revised Budget for 2004-05.

The 2005-06 proposed budget, as well as the amended 2004-05 budget, were presented. While the budget cuts for 2005-06 will provide a substantial positive structural balance for next year, an updated forecast for the 2004-05 budget indicates that the District will be in Statutory Operating Debt (SOD) at the end of this year. Due to a continuing loss of revenue and a series of unanticipated expenditure increases, we are still likely to see a \$600,000 structural deficit for the 2004-05 year. Combined with the \$653,000 deficit carried over from 2003-04, the District's total deficit will exceed \$1,200,000 by year-end. SOD occurs when a school district's general fund balance is a negative number, which exceeds 2.5% of expenditures, approximately \$750,000 for Northfield. The 2005-06 budget reductions will provide for a \$700,000 surplus and bring us out of Statutory Operating Debt at the end of 2005-06. This projection assumes receiving 3% increase in the basic formula allowance. Presently the Legislature is deadlocked, but is in a special session that began Tuesday

VII. Superintendent's Report

A. Items for Individual Action

1. Resolution Placing Licensed Staff on Unrequested Leave of Absence.

On a motion by Hargis, seconded by Cirksena, the Board adopted the Resolution placing the following tenured teachers on unrequested leave of absence effective at the end of the 2004-05 school year:

<u>Name</u>	<u>Position</u>	<u>FTE</u>
Kathy Wiertsema-Miller	Guidance Counselor	1.0 FTE, 197 days
Deborah Rasmussen	Guidance Counselor	1.0 FTE, 197 days
Barbara Holm	Guidance Counselor	1.0 FTE, 197 days
Nancy Pillsbury	Business Ed/Vocational	1.0 FTE, 197 days
Tom Sola	Work Experience/Special Ed	1.0 FTE, 197 days
Julie Wolner	Business Ed	1.0 FTE

This action was taken with the understanding that the following teachers will be offered a contract for the 2005-06 school year.

Kathy Wiertsema-Miller	Guidance Counselor	1.0 FTE, 192 days
Deborah Rasmussen	Guidance Counselor	1.0 FTE, 192 days
Barbara Holm	Guidance Counselor	1.0 FTE, 192 days
Nancy Pillsbury	Business Ed/Vocational	1.0 FTE, 192 days

Tom Sola	Special Education	1.0 FTE
Julie Wolner	Business Ed	0.8 FTE

2. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.  
 On a motion by Smith, seconded by Stratmoen, the Board adopted the Resolution terminating and non-renewing teaching contracts of the following probationary licensed teachers effective at the end of the 2004-2005 school year:

Angie Vogt	Art	0.9 FTE
Kim Evander	Orchestra	1.0 FTE
Sarah Nimchuk	Orchestra	0.8 FTE
Sarah Eichen	Music – long-term substitute	0.9 FTE
Kevin Micklo	Physical Education/DAPE	0.8 FTE
Connie Larson	Family and Consumer Science	0.6 FTE
Clint Fisk	Language Arts	1.0 FTE
Emileana McClish	FOCUS/Social Studies	1.0 FTE
Cindy Austin	Mathematics	1.0 FTE
David VonRuden	Science – long-term substitute	1.0 FTE
Eleanor Mazzio	Social Studies	0.8 FTE
Troy Midboe	Social Studies	1.0 FTE
Eric Roesler	Business Education	0.5 FTE
David Lynch	Guidance Counselor	1.0 FTE, 197 days
Jennifer Streefland	Guidance Counselor	1.0 FTE, 197 days
Kari Prestemon	Social Worker	0.4 FTE
Jean Johnson	Special Ed – Early Childhood	1.0 FTE
Lori King	Special Ed – SLD	1.0 FTE
Marcia Ford	Special Ed – long-term substitute	1.0 FTE
Brenda Gilbertson	GATES	1.0 FTE
Jessica Doyle	Elementary - long-term sub	1.0 FTE

This action was taken with the understanding that the following teachers will be offered a contract for the 2005-06 school year.

Angie Vogt	Art	.54 FTE
David Lynch	Guidance Counselor	1.0 FTE, 192 days
Jennifer Streefland	Guidance Counselor	1.0 FTE, 192 days
Brenda Gilbertson	Grade 4/5 - Greenvale Park	.5 FTE

3. Advancement of Probationary Licensed Staff Beginning with the 2005-06 School Year.

On a motion by Boardman, seconded by Cirksena, the Board approved the advancement of probationary staff beginning with the 2005-06 school year as listed below:

**Tenure Status:** Timothy Biegert, Andrew Jaynes, Angela Lambert, Melissa Larsen, Andrew Unseth, Betsy McLaughlin, Kelli Vogel, Ann Terwilliger, Darci Tracey, Lahna Tran, Stephen Cade, Jennifer Streefland-Dudley, Amy Pfefferle, Karl Viesselman, Rebecca Gainey, Kim Rohr, Gregory Sumner

**Third-year Probationary Status:** Jennifer Lompart, Katie Parks, Kari Winter, Sam Wold, Jennifer Rudolph, Travis Wiebe, Paul Ousley

**Second-year Probationary Status:** Ann Dybvik, David Lynch, Deborah Bakke, Shannon Fliegel, Mary Knutson, Lisa Plekkenpol, Amanda Schrader.

4. Corrected 2005-2006 School Year Calendar.

On a motion by Smith, seconded by Hager, the Board approved the revised 2005-06 school year calendar as presented. School will not be held on Monday, January 2, 2006, and, to compensate, the school year will be extended to Wednesday, June 7, 2006.

B. Items for Consent Grouping.

Item #1 - Facility Use Agreement with Rejoice! Lutheran Church was removed from the agenda.

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

2. Gift Agreement.

Cub Foods is sponsoring four free days at the outdoor swimming pool on June 15, July 7, July 26 and August 17. The value of this gift is \$2024.

3. Personnel Items.

a. Appointments\*\*

1. Brenda Crissinger, .5 Teacher Deaf/Hard of Hearing, beginning 2005-06, MA, step 6.\*
2. Kari Prestemon, .9 long-term substitute School Social Worker, MA, step 4.\*
3. Community Education Recreation Employees for Summer 2005.
4. Special Education Extended School Year Staff - July 18 – August 11, 2005.  
Teachers: Kari Winter, John Schnorr, Jennifer Rudolph, Kim Rohr and Laurie Larson (Physical Therapy)  
Special Ed Educational Assistants: Sandi Miller, Jacqueline Meyer, Bonnie Klamm, Linda Wasner, Andrea Waldock, Yolanda Loken, Kathy Stordahl, Cindy Huschle.

b. Voluntary Reduction in Contract Time

1. Carol Benson, Music Teacher, voluntary reduction in contract time from .9 to .72 FTE, 2005-06.

c. Job Share Arrangements

1. Pamela Charlton and Christa Anderson, Grade 2 job share at Bridgewater for 2005-06.
2. Discontinue the job share arrangement with Heather Ryden and Becki Haar for 2005-06.

d. Leaves of Absence

1. Terry Heil, leave of absence from May 3, 2005 to June 3, 2005.
2. Dawn O'Neill, .12 leave of absence without pay for the 2005-06 school year.
3. Carrie Zupfer-Rice, .5 childcare leave from August 31, 2005 to November 28, 2005.
4. Debra Reynolds, .4 leave of absence without pay for the 2005-06 school year.
5. Kristen Johnson, .5 leave of absence without pay for the 2005-06 school year.
6. Becki Haar, .5 leave of absence without pay for the 2005-06 school year.

- e. New Assignments/Increase in Contract Time for Licensed Staff
  1. Heather Ryden, .5 GATES Teacher, beginning with the 2005-06 school year.
  2. Paula Seeberg, 1.0 Elementary Teacher/American History Grant Coordination. Summer hours for American History Grant coordination will be paid at the rate of \$33.00/hour as established by the grant.
  3. Sarah Swan McDonald, increase in contract time to 1.0 Social Studies Teacher/American History Grant Coordination. Summer hours for American History Grant coordination will be paid at the rate of \$33.00/hour as established by the grant.
  4. Maren Thompson, 1.0 High School Assistant Principal/Anti-Truancy Program, beginning with the 2005-06 school year.
  5. Debra Thomforde, increase in contract time from 0.5 to 0.55 FTE and transfer from the ALC to the Middle School Language Arts.
  6. Rose Turnacliff, increase in contract time from 0.5875 to 0.6 FTE, transfer from the ALC to 0.4 FTE at the Middle School, 0.20 FTE at the High School.
  7. Daniel Riesgraf, High School Phy Ed/Health, increase in contract time from 0.8 to 1.0 FTE and transfer to Middle School Health.
  
- f. Discontinuance of Non-Licensed Staff Positions at the end of the 2004-05 school year.
  - Jackie Meyer, ALC Home Visitor
  - Romaine Kmetz, ALC Child Care Helper
  - Emily McDonnell, ALC Child Care Helper
  - Anne M. Larson, ALC Child Care Helper
  - Rose Koktovy, Middle School Special Ed Educational Assistant
  - Kristin Tisdale, Middle School Special Ed Educational Assistant
  - Darlene Benjamin, Longfellow Instructional Educational Assistant
  - Lori Christophersen, Longfellow Instructional/Media Educational Assistant
  - Shari Bridley, Longfellow Special Ed Educational Assistant
  - Sandra Dockstader, Longfellow Special Ed Educational Assistant
  - Judith Jacobson, Longfellow Special Ed Educational Assistant
  - Barbara Kleve, Longfellow Special Ed Educational Assistant
  - Kimberly Wentworth, Longfellow Special Ed Educational Assistant
  - Mary Jo Grove, Bridgewater Supervisory Educational Assistant
  - Geralyn Kniep, Bridgewater Special Ed/Supervisory Educational Assistant
  - Kristi Huettl, GATES Educational Assistant
  
- g. Changes in Hours/Locations/Work Year for COTA's and Non-Licensed Staff Positions for 2005-06\*\*\*
  - 1 Jackie Carlander, COTA, reduce from 16 hours per week to 8.0 hours per week.
  2. Carmen Brooks, voluntary reduction in work year from 261 days to 240 days.
  3. Kathie Smestad, ALC Instructional Educational Assistant, reduce from 6.0 to 4.0 hours per day.
  4. Mary Hansen, Family Services Secretary, increase work year from 219 days to 261 days and relocate with Family Services to Community Ed Offices.

Greenvale Park

1. Gay Eggers, Media/Spvsy Educational Assistant, reduce from 7.25 to 3.75 hours per day.

2. Jane Johnson, Instr/Spvsy Educational Assistant reduce from 4.5 to 1.75 hours per day.
3. Angela Nielsen, Instr/Spvsy Educational Assistant, reduce from 5.0 to 2.25 hours per day.
4. Jane Streitz, Special Ed/Spvsy Educational Assistant, reduce from 7.25 to 6.8 hours per day.
5. Carol O'Neill, Instructional Educational Assistant, reduce from 3.0 to 2.0 hours per day.
6. Jennifer Turner, Special Ed/Spvsy Educational Assistant, reduce from 4.3 to 4.0 hours per day.

Bridgewater

1. Sandra Anderson, Supervisory Educational Assistant, reduce from 4.0 to 3.0 hours per day.
2. Vicki Behr, Supervisory Educational Assistant, reduce from 4.0 to 3.5 hours per day.
3. Carol Leahy, Special Ed/Spvsy Educational Assistant, reduce from 6.0 to 5.5 hours per day.
4. Cheryl Christensen, Special Ed/Spvsy Educational Assistant, increase from 7.0 to 7.5 hours per day.
5. Lee Murray, Supervisory/Instructional Educational Assistant, increase from 7.0 to 7.5 hours per day.
6. Dee Tomczik, Instructional/Spvsy Educational Assistant hours increase from 3.1 to 4.0 hours per day.

Sibley

1. Karen Jensen, Media Educational Assistant/Spvsy, reduce hours from 6.5 to 5.75 hours per day.
2. Lori Witt Macrae, Instructional/Spvsy Educational Assistant, reduce from 6.25 to 5.25 hours per day.
3. Colleen DeWall, Special Ed/Spvsy Educational Assistant, increase from 7.0 to 7.25 hours per day.
4. Sherri Goehring, Special Ed/Spvsy Educational Assistant, increase from 7.0 to 7.25 hours per day.
5. LuAnn Raadt, Special Ed/Spvsy Educational Assistant, increase from 7.0 to 7.5 hours per day.
6. Sandra Valek, Special Ed/Spvsy Educational Assistant, increase from 6.5 to 7.25 hours per day.
7. Sheila Winegardner, Special Ed/Spvsy Educational Assistant, increase from 7.0 to 7.5 hours per day.
8. Debra Edge, Sibley Special Ed/Supervisory Educational Assistant, increase from 6.5 to 7.5 hours per day.

Longfellow

1. Jacque Meyer, Longfellow Special Ed Educational, reduce hours from 32.5/week to 26.0/week.
2. Barbara Schetnan, Longfellow Special Ed Educational, reduce hours from 32.5/week to 26.0/week.

Middle School

1. Susan Daley, Special Ed/Spvsy Educational Assistant, reduce hours from 5.5 to 5.0 (eliminate .5 hour bus supervision).
2. Sandra Miller, Special Ed/Spvsy Educational Assistant, reduce hours from 7.0 to 6.5 (eliminate .5 hour bus supervision).
3. Beth Kuyper, Special Ed/Spvsy Educational Assistant, reduce hours from 7.0 to 6.5 (eliminate .5 hour bus supervision).

\*\*\*Special Ed Educational Assistant reductions/changes for Greenvale Park and High School to be determined.

h. Resignations

1. Jane Senne, Middle School Food Service, resignation effective May 9, 2005.
2. Janeen Schultz, High School Educational Assistant, resignation effective June 3, 2005.
3. Ashley Sherlock, Special Ed Teacher at Bridgewater, resignation effective end of 2004-05.
4. Gregory Ennis, Middle School Youth Center Lead Assistant, resignation effective at the end of the school year program.
5. Joni Karl, Educational Assistant at Bridgewater, resignation effective end of 2004-05 school year.
6. Julie Biwer-Bekhecki, High School French Teacher, resignation effective end of 2004-05 school year.

i. Building Transfers/Assignment Changes for Licensed Staff beginning 2005-06.

- Kristen Cade, 1.0 Longfellow Kindergarten, transfer to 1.0 Greenvale Park Special Ed
- Lisa Wisdorf, 1.0 Kindergarten, transfer from Longfellow to Bridgewater
- Amy Pfefferle, 0.5 Kindergarten, transfer from Longfellow to Sibley
- Jan Stahly, 1.0 ECSE Teacher at Longfellow
- Jennifer Rudolph, 1.0 Special Ed, transfer from Greenvale Park to Bridgewater
- Mary Vellani, 1.0 Speech Pathologist, transfer from Greenvale Park to Bridgewater
- Pam Nerhus, 1.0 Greenvale Park Media Generalist, transfer to .7 Greenvale Park/.3 Sibley
- Mary Dickson, Grade 4 Companeros, transfer from Bridgewater to Grade 4/5 Companeros at Greenvale Park
- David Piper, 1.0 Special Education, transfer from Middle School to Bridgewater
- Patsy Ophaug, .5 Special Education, transfer from Middle School to Sibley
- Anne Balluff, transfer from Sibley Media to 0.5 Bridgewater Special Education
- Tania Will, 1.0 Elementary, transfer from GATES to Sibley Grade 3
- Sara Pratt, 1.0 Speech Pathologist, transfer from Sibley to Greenvale Park
- Angela Lambert, 1.0 Social Worker, transfer from HS/ALC to HS/Longfellow
- Burton Fleming 1.0 Special Education, transfer from HS/ALC to ALC
- Barbara Wornson, 1.0 ALC Instructor, transfer to Middle School Special Education
- Tom Smith, 1.0 Bridgewater Physical Education, transfer to .8 Bridgewater/.2 Sibley
- Sharon Cin, 1.0 Bridgewater Media Generalist, transfer to .8 Bridgewater/.2 Sibley
- Lydia Tilstra, 1.0 Special Education, transfer from Bridgewater to Greenvale Park

Tom Sola, 1.0 Special Ed Teacher/Work Experience, transfer to 1.0 Special Ed at the High School

Ray Coudret, .6 MS/.4 HS Mathematics to 1.0 High School

Jeanne Hanzlik, 1.0 Science, transfer from Middle School to .4 Middle School/.6 High School

Janet Larimore-Rockne, transfer from Middle School Grade 6 to Bridgewater Grade 4 Companeros

Mary Harrity-Davidson, .4 MS/.5 Elem. Physical Education to .22 MS/.6 Elementary Schools

Marilynn Neuville, .2 MS/.8 HS Language Arts to .4 Middle School/.6 High School

Anne Lamppa, .6 Middle School Reading Teacher, transfer to Elementary Title I

Leon Haefner, 1.0 High School Music/History

Stephen Cade, 1.0 Spanish at High School to .8 High School/.2 Middle School

Jeremy Holien, 1.0 Art at Bridgewater to .8 Bridgewater Art, .2 Art Therapy elementary schools.

Faith Hagedorn, 1.0 Language Arts, transfer from High School to Middle School

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

\*Lane placement subject to verification by Professional Growth Committee. Salary subject to revision when negotiations for 2005-06 are completed.

VIII. Items for Information

1. Grant Received.

- Youth Literacy project will receive \$600 from WINGS.
- Targeted Services has received a \$1500 grant from the Grace Whittier Fund and \$3000 from WINGS.

2. May 1 Enrollment Report.

3. July 2005 - June 2006 Schedule for School Board Meetings.

4. Comment forms received at the Middle School Reuse Open House on May 19.

IX. Future Meetings

Sunday, May 29, 2005, 5:00 PM, Meet for Graduation, which takes place at 5:30 PM Memorial Field

Monday, June 13, 2005, 6:00 PM, Closed Negotiation Session, District Office Conference Room

Monday, June 13, 2005, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

On a motion by Cirksena, seconded by Boardman, the Board adjourned at 9:30 PM.