

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
June 13, 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 7:05 p.m. No one was absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment.
Several community members commented on the proposal from Carleton College to purchase the old Northfield Middle School. They urged the Board to "carry the project forward with care", to be mindful about the "integration with the town and town interaction" and to think about "what if the Carleton plan fails." "Keep other options available." Addressing the Board was: Phil Anderson, Matthew Brown, Warren Ringlien, a representative from The Key and Jane McWilliams
- IV. Approval of Minutes.
On a motion by Boardman, seconded by Hargis, the minutes of the Regular School Board meeting held on May 23, 2005, were approved.
- V. Announcements.
 - Mark Ensrud's leadership class had several, very successful projects this past spring: a weekend Streetball Tournament, the painting of the Raider Pride wall in the new cafeteria, faculty-student flag football game, and the Courtyard Concert featuring local, student bands. During the concert, the leadership class raised approximately \$500 in concession stand sales. They are generously donating the money to next year's ninth grade retreat. The students are cognizant of the fact that many aspects of our programming may change because of the budget shortfall, but they felt strongly enough about the retreat to make this donation. Hats-off to Mr. Ensrud and his leadership class for any outstanding job.
 - The following Raider Athletes are competed at the State Track Meet:
 - Anne Eckhoff - seeded first in the state the triple jump
 - Nate Hix - triple jump
 - Tim Smisek - seeded first in the state in the shot put
 - Andy Smisek - seeded second in the state in the shot put
 - Raider Boys Tennis ended their season as Missota Conference Champs and in second place in our Section.
- VI. Superintendent's Report
 - A. Items for Individual Action
 1. Resolution Determining that No Conflict of Interest Exists.
On a motion by Stratmoen, seconded by Cirksena, the Board adopted the following Resolution.
Resolution Declaring Absence of Any Legal Conflict of Interest in Sale of Former Middle School Site to Carleton College
Whereas, Carleton College has made a cash offer to purchase the Old Middle School building and site from the school district;

Whereas, the proceeds from the sale will be accounted for in accordance with state law and the accounting procedure imposed on all school districts by UFARS and none of the proceeds from the sale will go directly or indirectly to any member of the Northfield Board of Education.

Whereas, one of the members of the Northfield Board of Education is employed by Carleton College and two other Board members are married to Carleton College employees;

Whereas, none of these Board members have a personal financial interest in the sale or will personally benefit financially therefrom;

Whereas, the employment compensation paid by Carleton College to a Board member or a Board member's spouse will not be affected by the sale of the Middle School building;

Whereas, the Board has sought and obtained the legal opinion of its counsel that no conflict of interest exists in statute or common law for the Board member employed by Carleton College or Board members who are married to Carleton College employees.

Now, Therefore, Be It Resolved, by the Board of Education of the Northfield Public Schools as follows:

1. that the Board finds as a matter of fact, based on the affirmations of each Board member on file with the District, that none of our Board members has any statutory or common law conflict of interest that would preclude them from considering or voting on the sale of the old Middle School Building and Site to Carleton College; and
2. that each member of the Board of Education at attendance at a meeting involving the topic of the sale of the former Middle School site to Carleton College has a legal duty to vote upon the topic.

Each Board member signed the following "Declaration," which is on file in the District Office.

"I, (Board member), a member of the School Board of Independent School District No. 659, in accordance with the opinion of legal counsel, do hereby declare and affirm that I do not have a direct or indirect personal financial interest in the sale of the former middle school site and building to Carleton College, nor will I personally benefit financially from that sale."

2. Review Analysis from Middle School Reuse Committee and Ehlers Concerning the Carleton College Purchase of the Old Northfield Middle School.

On a motion by Cirksena, seconded by Stratmoen, the Board accepted, with great appreciation for their efforts, the analysis of the Carleton proposal by the Middle School Reuse Committee.

3. Authorize Staff, Attorney and Ehlers to Negotiate Sale Terms of the Old Middle School with Carleton College.

Fred Rogers, Vice President and Treasurer at Carleton College, presented Superintendent Richardson with a letter amending Carleton College's May 10, 2005, proposal and June 7, 2005, Purchase Agreement in one respect. Carleton College raised its offer to the Northfield School District to purchase the old Northfield Middle School property from \$400,000 to \$452,000.

On the basis of the Carleton proposal, Cirksena moved and Stratmoen seconded to direct the Superintendent, staff and attorney to negotiate the details of a purchase agreement for the sale of the old Middle School property to Carleton College, subject to final review and approval by the Board at the July 11, 2005, Board meeting. Voting 'yes' were Cirksena, Boardman, Smith, Hargis, Stratmoen and Nelson. Voting 'no' was Hager. Motion carried.

4. FY 2005 Final Budget Adjustments.

The Board unanimously approved the revised 2004-05 budgets as presented.

Fund	Revenue	Expenditures
General	\$ 29,781,851	\$ 30,589,621
Operating Capital and Health & Safety	1,274,761	1,196,105
Food Service	1,556,284	1,566,702
Community Service	1,459,254	1,456,444
Construction	6,290,000	7,662,971
Debt Service	4,716,357	4,618,421
Trust	27,750	27,750
Total	\$ 45,106,257	\$ 47,118,014

5. FY 2006 Proposed Budgets for All Funds.

On a motion by Boardman, seconded by Cirksena, the Board approved the proposed 2005-2006 budgets as presented.

Fund	Revenue	Expenditures
General	\$ 29,999,860	\$ 29,296,925
Operating Capital and Health & Safety	1,608,736	1,673,257
Food Service	1,589,099	1,627,494
Community Service	1,434,755	1,407,690
Construction	60,000	6,150,000
Debt Service	5,126,500	4,876,977
Trust	32,226	35,150
<u>Self Insured Dental</u>	<u>344,030</u>	<u>344,030</u>
Total	\$ 40,195,206	\$ 45,411,523

6. English As A Second Language (ESL) Recommendation.

On a motion by Smith, seconded by Boardman, the Board approved the addition of two ESL instructors (2.0 FTE) beginning the fall of 2005.

7. Facility Use Agreement with Rejoice! Lutheran Church.

On a motion by Cirksena, seconded by Hager, the Board approved the facility use agreement with Rejoice! Lutheran Church for the time period July 1, 2005, through August 28, 2005.

B. Items for Consent Grouping.

Item #1 - Hager requested that the Facility Use Agreement with Rejoice! Lutheran Church be removed from the consent agenda. Moved to item #7 under the Items for Individual Action.

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

2. FY 2005 Annual Audit Proposal.

The School Board approved the appointment of Peterson and Company to conduct the FY 2005 annual audit for a cost not to exceed \$18,800.

3. Family/Student Handbooks for 2005-2006.

The Family Handbook for the elementary schools and the Student Handbooks for the Middle School and High School for the 2005-2006 school year were approved.

(There are no changes to the activity handbook except the new fee structure, which the Board approved with the budget reduction package.) These handbooks carry the force of school board policy.

4. Student Citizenship Handbook.

There are no changes to the wording of the Student Citizenship Handbook. However, the Board approved a change in the distribution method of the Student Citizenship Handbook for 2005-2006. The youngest elementary student will receive the Handbook, which will include a page that is to be completed by a parent or guardian indicating that they have received and reviewed the Handbook with their elementary student(s). This page is to be returned to the classroom teacher. Each secondary student will receive a Handbook, which will be reviewed with secondary students at the beginning of the school year.

5. Gift Agreement.

Bridgewater Elementary PTO contributed \$9,581.19 to Bridgewater Elementary School during the 2004-05 school year.

6. Personnel Items.

a. Advancement of Probationary Licensed Staff

1. Brenda Gilbertson, advance to tenure status.

b. Appointments**

1. Targeted Services Summer School Staff.
2. Additional Staff for Special Education Extended School Year Program
Cheryl Hall, Debra Thomforde, Teacher, Laurie Larson, Physical Therapist, Pamela Palmquist, Speech, Deb Seitz, Teacher (variance requested)
3. Steve Taggart, .5 Industrial Technology Teacher at the High School beginning with the 2005-06 school year, BA-0*.
4. Dwight Jilek, High School Choir Director, beginning with the 2005-06 school year, BA-0*.

5. Matthew Bullard, Alternative Learning Center Coordinator/Student Services Specialist, 45 weeks beginning July 1, 2005, \$59,820.50 (.5 coordinator salary/.5 lane/step*).
 6. Daniel Rohr, Middle School Youth Center Site Supervisor, extension of long-term substitute position for 12-15 hours per week for 6-8 weeks, beginning June 13, 2005, \$15.01 per hour, no benefits.
 7. Bridget Allen, Middle School Youth Center Lead Assistant, 12-15 hours per week for 6-8 weeks, beginning June 13, 2005, \$12.00 per hour, no benefits.
 8. Anne Erickson, long-term substitute elementary teacher at Sibley School, beginning August 29, 2005, through October 19, 2005, BA lane, step 0*. There are no benefits with this position.
 9. Kristen Johnson, long-term substitute Special Education Teacher at the High School for the first semester 2005-06 – August 31, 2005, through January 23, 2006, BA15-11*.
 10. Co-Curricular Assignments
 - Leon Haefner, 2005 Summer Band Instructor, for up to 240 hours subject to student enrollment, at an hourly rate based on lane and step.
 - Roger Jenni, 2005 Summer Band Instructor, for up to 240 hours subject to student enrollment, at an hourly rate based on lane and step.
- c. Leaves of Absence
1. Pamela Roberts, extension of leave of absence through August 31, 2005.
 2. Lindsey Downs, childcare leave from on or about November 5, 2005 to January 3, 2006.
- d. Food Service Changes in Position FTE's and Hours.
1. Linda Petricka, FSA III at the NCRC, reduce from 8.0 to 6.5 hours per day beginning July 1, 2005.
 2. Shari Malecha, transfer from 3.75 hrs/day FSA I to 4.0 hrs/day FSA II at the Middle School beginning with the 2005-06 school year.
 3. Kathy Budig, transfer from 3.75 hrs/day FSA I at the Middle School to a 3.75 hrs/day FSA I at Greenvale Park beginning with the 2005-06 school year.
 4. Karen Becker, FSA III, reduce from 8.0 to 7.5 hours per day beginning with the 2005-06 school year.
- e. Changes in Hours/Assignments for Non-Licensed Staff
1. Sharon Hup, Greenvale Park Special Ed Educational Assistant, reduce from 20 to 15.0 hours per week.
 2. Sheila Winegardner, reduce .25 hour Supervisory Educational Assistant at Sibley School.
 3. Sandra Valek, add .25 hour Supervisory Educational Assistant at Sibley School.
 4. Marian Tise, add 2.5 hours per week to provide clerical support for the American History Grant for the 2005-06 and 2006-07 school years. The 2.5 hr/wk to be funded by the grant. This is in addition to her regular position.
- f. Retirement
1. Shirley Nelson, Volunteer Coordinator at Greenvale Park Elementary School, retirement effective at the end of the 2004-05 school year.

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- g. Resignations
 - 1. Libby Behrens, ECFE Infant Development Coordinator, resignation effective July 1, 2005.
 - 2. Candace Nordine, Parent Educator, resignation effective at the end of the 2004-05 school year.
 - 3. Kari Prestemon has declined the long-term substitute .9 Social Worker position for the 2005-06 school year.
- h. Discontinuance of Non-Licensed Staff Positions at the end of the 2004-05 school year.
 - 1. Jann Deim, Special Ed Educational Assistant, position discontinued at the end of the 2004-05 school year.

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

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

7. Bakery Bid for 2005-06.

The following bid was approved: Bakery Goods: The only and low bid from Sara Lee Bakery Group as the supplier of bakery goods for the 2005-2006 school year.

- 8. The Board waived the ban of fireworks or ammunition on school property to permit Northfield Historical Society fireworks display on July 3.

VII. Items for Information

1. 2005-2006 School Start and Dismissal Times.

	<u>First Bell</u>	<u>Class Begins</u>	<u>Dismissal</u>
Sibley	8:10 AM	8:15 AM	3:10 PM
Greenvale Park	8:15 AM	8:20 AM	3:15 PM
Bridgewater	8:45 AM	8:50 AM	3:45 PM
Middle School	7:53 AM	7:57 AM	2:51 PM
High School	7:46 AM	7:51 AM	2:45 PM

2. June 1 Enrollment Report.

VIII. Future Meetings

Monday, July 11, 2005, 6:00 PM, Closed Negotiations Session,
District Office Conference Room

Monday, July 11, 2005, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center

Monday, August 8, 2005, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center

- IX. In accordance with Minnesota Statutes, Section 13D.05, subd. 3 (c) 3, Smith moved and Cirksena seconded that the Board go into closed session to develop or consider offers and counteroffers for the sale of the old Northfield Middle School buildings and site. The Board then recessed into closed session.

At 10:29 PM, Stratmoen moved and Smith seconded to come out of closed session and reconvened in open session to formally adjourn the Board meeting.

- X. On a motion by Stratmoen, seconded by Hargis, the Board adjourned at 10:30 PM.

Jean Boardman, Clerk