

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
August 22, 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. Cirksena was absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment.
Regarding the trip to Wolf Ridge for 5th grade students, several parents and community members expressed:
 - Support for maintaining the current trip to Wolf Ridge for 5th grade students.
 - Support for a series of day trips, as proposed by the 5th grade teachers.
 - Concerns about the entire decision-making process surrounding the Wolf Ridge issue.
 - Support for environmental education.
 - Need to make a decision now.
- IV. Approval of Minutes.
Hager amended the August 8, 2005, meeting minutes. Then, on a motion by Stratmoen, seconded by Hargis, minutes of the Regular School Board meeting held on August 8, 2005, were approved, as amended. In addition, on a motion by Stratmoen, seconded by Smith, amended minutes of the October 25, 2004, Regular School Board meeting were approved.
- V. Announcements.
 - The average composite ACT Test score increased by 1.5 points - from 22.6 for the class of 2004 to 24.1 for the class of 2005. The average composite ACT Test score for the state for 2005 is 22.3, which is #1 in the United States.
 - The pilot Bridges to Kindergarten class funded through Early Childhood is going very well. There are 21 students enrolled in a 3-week program in preparation for kindergarten.
 - The sale of the old middle school is progressing. The last hurdle before closing is approval of the conditional use permit by the City Council on September 12.
 - Fifth grade summer band concert was wonderful. Kudos to Roger Jenni.
 - Practice seasons have begun for all Fall Sports at the high school. Participation levels are holding steady with previous years and teams look to be very competitive. The parent-student fall rally was excellent. It was funded anonymously. Thank you to the donor.
- VI. Superintendent's Report
 - A. Items for Individual Action
 1. Appointment to Fill School Board Vacancy.
On a motion by Smith, seconded by Hager, the Board approved the appointment of Mike Berthelsen to fill the vacant position on the School Board. The term expires December 31, 2006. School Board Chairperson Kari Nelson then administered the Oath of Office to Mike Berthelsen.

2. Charter School Contract with Prairie Creek Community School.

On a motion by Hargis, seconded by Hager, the Board approved the Charter School Contract between the Northfield Public Schools and Prairie Creek Community School. The term of the contract is three years, through the end of the 2007-2008 school year.

3. Pilot Environmental Education Overnight Program.

Stratmoen moved, Berthelsen seconded, that for the 2005-06 school year, the 5th grade day trip proposal as previously presented to the Board and administration by the 5th grade teachers be piloted, and that the Community Services Division investigate the option of providing a Wolf Ridge or Eagle Bluff overnight experience to elementary or middle school students during one of the set of open dates provided by Wolf Ridge or Eagle Bluff representatives, and that the Middle School administration and staff investigate the option of providing a Wolf Ridge experience at the 6th or 7th grade level. Voting 'yes' was Stratmoen, Berthelsen and Nelson. Voting 'no' was Hargis, Hager and Smith. Motion failed for lack of a majority vote.

After considerable discussion, Hager moved, Hargis seconded that the Board approve the fifth grade Pilot Environmental Education Overnight Program to Eagle Bluff ELC on December 5-7 (Sibley and Greenvale Park Elementary Schools) and December 7-9 (Bridgewater Elementary School). Then, Nelson moved, Stratmoen seconded the amendment "provided that the fundraising is in place by October 15." Motion, as amended, carried unanimously.

4. 2005-2006 Participation in Curricular and Co-Curricular Activities by Charter School Students.

On a motion by Stratmoen, seconded by Smith, the Board approved procedures for charter school student participation in District curricular and co-curricular programs for the 2005-2006 school year.

5. Health Reimbursement Arrangement (HRA) Adoption Agreement.

On a motion by Hager, seconded by Hargis, the Board approved the following resolution and the agreement as presented:

Whereas, the Board deems it be advisable to provide a health account ("Account") for certain employees of the Northfield School District;

Whereas, such Account is intended to be a Health Reimbursement Arrangement ("HRA") within Sections 105 and 106 the Internal Revenue Code of 1986 ("Code") and in accordance with Revenue Ruling 2002-41 (June 26, 2002);

Whereas, with respect to such Accounts, the Board deems it advisable to participate in a non-taxable trust as described in Section 501(c)(9) of the Code ("Trust");

Whereas, the Board deems it be advisable to provide such benefits through the Northfield School District Schools Health Reimbursement Arrangement Basic Plan and Trust Document;

Whereas, the Board deems it advisable to authorize Corporate Health Systems to act on behalf of the Northfield School District in accomplishing the establishment of the Account and associated Trust;

Now, therefore, be it resolved, that the Board authorize establishment of the Account and Trust.

Be it further resolved, this Board hereby authorizes the finalization and execution of the Adoption Agreement in substantially the same form as the DRAFT attached as Exhibit A.

Be it further resolved, that this Board hereby authorizes and directs Thomas E. Stringer of Northfield School District to act on behalf of Northfield School District in accomplishing the establishment of the above described plan and amendment of the Trust, including but not limited to executing the document once finalized, and such person or persons be authorized to do whatever else is necessary to accomplish this objective.

B. Items for Consent Grouping.

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

1. Joint Purchase Agreement

The Board approved to increase and share the purchasing power of the District by entering into an agreement with Northeast Metro School District 916. The agreement allows each district to make purchases under the other's contracts for equipment, materials, services and supplies.

2. School Assembly Program.

The Board approved Sibley Elementary School Assembly Committee's request for a student assembly on February 17, 2006, conducted by the Science Museum of Minnesota.

3. Personnel Items.

a. Appointments**

1. Debra Herman, 0.5 Special Education Teacher at Sibley School beginning with the 2005-06 school year, BA lane, step 3*. This is in addition to her 0.5 long-term substitute position for 2005-06.
2. William Blaisdell, transfer from 3.0 hrs/day Custodian position to High School Custodian, 8.0 hours/day, Tuesday-Saturday, beginning August 24, 2005, step 5 of the wage scale for custodians.
3. Mary Huberg, 0.5 ALC Secretary/.25 MA Billing Clerk, beginning September 6, 2005, step 2 of the Class I wage scale for Office Employees.
4. Martha Boughton, Educational Assistant, 6.5 hours per day, Bridgewater School (6.0 hrs Special Ed/0.5 hr Supervisory) beginning September 6, 2005, step 2 of the wage scales, pro-rated benefits.
5. Billie Jo Buttke, 0.3 Early Childhood Teacher for Family Services (pending granting of Minnesota licensure), beginning August 29, 2005, \$19.75 per hour, subject to revision when negotiations for 2005 -06 are completed. There are no benefits with this position.
6. Christa Anderson, 0.5 long-term substitute Grade 2 teacher at Bridgewater School from August 31, 2005 through January 20, 2006. This is in addition to her 0.5 job share position.
7. Lauren Christel, long-term substitute Grade 1 Teacher at Bridgewater from August 29, 2005 through June 7, 2006, BA lane, step 0.

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8. Lupita Forsyth, Special Ed Educational Assistant at Longfellow School, 6.5 hours per day, 4 days per week, beginning August 31, 2005, Class III, step 2, pro-rated benefits.
 9. Tinamarie Lugo, Special Ed Educational Assistant Longfellow School, 4.5 hours per day, beginning August 31, 2005, Class III, step 2, pro-rated benefits.
 10. Susan Nelson, Special Ed Educational Assistant at Longfellow School, 3.0 hours per day, 4 days per week, beginning August 31, 2005, Class III, step 3, no benefits.
 11. Bridget Allen, Middle School Youth Center Lead Assistant, 6-8 hours per week during the 2005-06 school year session, \$12.00 per hour.
 12. Co-Curricular Assignment
 - Emily Quinnell, 6th Grade Volleyball – part-time Assistant (Hourly)
 - Dan Riesgraf, 8th Grade Volleyball Coach
 - Larry Hoffman, 7th Grade Volleyball Coach
 - Patterson Leeth, Assistant Girls Swimming Coach (Split Stipend)
 - Jenna Smith, Assistant Girls Swimming Coach (Split Stipend)
 - Nate Basinger, Assistant Boys Soccer Coach (JV)
 13. Lois Kelly, 0.5 Educational Speech/Language Pathologist, for the period August 31, 2005, through June 7, 2006, BA30 lane, step 10, pro-rated benefits.
 14. Emily LaFve, .4 World Language at the High School, beginning with the 2005-06 school year, BA lane, step 8.
- b. Changes in Hours/Assignments Changes beginning 2005-06
1. Susan Daley, Special Ed Educational Assistant at the Middle School, increase from 5.0 to 6.5 hours per day.
 2. Terry Petek, Educational Assistant at the Middle School, increase from 3.1 to 5.35 hours per day.
 3. Linda Oto, Mentoring Grant Coordinator, increase from .5 to 1.0 FTE effective July 25, 2005.
- c. Leave of Absence
1. Mary Bleckwehl, leave of absence without pay for the 2005-06 school year.
- d. Resignations
1. Linda Oto, Kids C.A.F.E Site Supervisor, resignation effective July 25, 2005. Ms. Oto will be full-time as the Mentoring Grant Coordinator.
 2. Julie Street, Family Ed Educational Assistant, resignation effective August 8, 2005.
 3. Jack Lloyd, Assistant Boys Hockey Coach, resignation effective end of 2004-05.
 4. Emily Peterson, School Year KidVentures Student Site Assistant resignation effective end of school year.
 5. Louis Rohr, Summer KidVentures Student Site Assistant, resignation effective end of August 2005.
 6. Kerry Grau, Summer Ventures Site Leader, resignation effective end of August 2005.
 7. Samantha Nelson, KidVentures Student Site Assistant, resignation effective July 7, 2005

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8. Hollis Ellingboe, School Year KidVentures Site Assistant, resignation effective July 14, 2005.
9. Monte Nelson, 8th Grade Volleyball Coach.

*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.

4. Contract for Completion of Job Description Update and Pay Equity Ranking.
The Board approved the contract with Kathleen Murphy to review all job descriptions, complete the pay equity ranking for all jobs and facilitate appeals from staff members who believe that their job classification has not been ranked correctly.
5. Memorandum of Agreement with Project Friendship.
The Board approved the Memorandum of Agreement with Project Friendship. This Agreement lists the responsibilities of the Northfield Public Schools and Project Friendship relating to working collaboratively to support the Connected Kids mentoring project.

VII. Items for Information

1. Review School Board Committee Assignments.
School Board Committee assignments for 2005 were discussed. There is one vacancy on three committees: the Meet and Confer, the Policy Review and the Professional Growth Committees. Board Chair Kari Nelson asked each Board member to review their assignments and contact her by September 6th if they would like to change assignments or accept a new assignment.
2. Results of Sale of Aid Anticipation Certificates.
The bid was awarded to Piper Jaffray & Co. of Minneapolis, MN. Tom Stringer provided further explanation.
3. United Way Grant Received.
The Northfield Area United Way has awarded \$6,500 to the School Readiness Program for transportation.

VIII. Future Meetings

Monday, September 12, 2005, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center

Monday, September 26, 2005, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center

IX. On a motion by Stratmoen, seconded by Berthelsen, the Board adjourned at 10:30 PM.

Katy Hargis, Clerk