

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

School Board Meeting  
September 12, 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. Hager was absent.
- II. Agenda Changes.  
The table file was added.
- III. Public Comment.  
There was no one.
- IV. Approval of Minutes.  
On a motion by Stratmoen, seconded by Smith, minutes of the Regular School Board meeting held on August 22, 2005, were approved.
- V. Announcements.
  - We extend our sympathy to the friends and family of Hannah Means, a 2005 Northfield High School graduate, who died on Friday, September 2nd. Hannah's mother, Regina Zakrajsek, served on our school board from 2000-2004.
  - Many thanks to the custodial staff for yeomen's work again this summer! Even with the major construction at Longfellow and the High School, additional construction at Greenvale Park, many summer activities at the Middle School and Sibley, the middle school pool use by the Northfield community and operating with reduced custodial staff, the custodians have the buildings looking great!
  - With the State Fair a recent memory and on the heels of the impressive gains for the high school on the ACT college entrance tests, I'm pleased to report the results of the school report cards for 2005 and the 5 star ratings that were unveiled at the fair this year. All three of our elementary buildings received 4 star ratings in both reading and math by making adequate yearly progress as well as meeting 1 of four possible criteria for exceptional academic performance. The middle school received 4 stars in reading and 5 stars in mathematics indicating that they met 1 of 4 possible criteria for exceptional academic performance in reading and 2 of 4 possible criteria in mathematics. Northfield High School received 5 stars in reading and mathematics indicating they met 2 of 4 possible criteria for exceptional academic performance in both reading and mathematics. NHS's star rating put them in an elite group of only 10 high schools in the state to achieve 5 star ratings in both reading and math. Congratulations to the staff and administration in all of our buildings for their great effort for our students in providing them the skills they needed to perform so well at all levels. And congratulations to our students for ably demonstrating those skills on the MCA tests.
  - The 2005-06 school year is off to a great start but we are feeling the impact of our major budget cuts last spring. Enrollment at the high school including shared time students is 1299 while the middle school stands at 953. With fewer teaching staff, this translates into larger class sizes with 55% of the high school and 45% of the middle school classes at 30 students or above. Regular class sizes at the high school range from 14 to over 40 and middle school classes range from 14 to 36. At the elementary level, Bridgewater has 615 students enrolled

while Greenvale Park has 539 and Sibley has 431. Elementary class sizes range from 16 to 31 with most classes in the mid 20's. While enrollment in one building, the Middle School, is the highest total in several decades overall enrollment remains relatively stable at approximately 3,850 students. The staff is working hard to adjust to extra students and seats in many rooms and they have implemented many budget-cutting measures required as part of nearly \$3 million in budget cuts last spring. And while some state leaders are still focusing on our 3.4% funding increase for 2005-06 after 3 years of budget freeze, it is important to remember that data from the same state report card showed that in 2003-04 Northfield received almost \$1,000 less per pupil in general fund revenue than the state average while the average property taxes per home were almost double the state average. As we move into the 2005-07 biennium, with its promise of 75% increases in the cost of heating fuel for buildings and gasoline and diesel for buses, we continue to need to focus on what is the true cost of providing a quality education for all of our students and whether we are really any closer to having the resources we need to do what is best for our students.

- Nelson congratulated Marnie Thompson on her excellent presentation at HCI's luncheon. Thank you to Marnie - and all administrators - for their passion for students.

VI. Superintendent's Report

A. Items for Individual Action

1. District Submission of Q-Comp Letter of Intent.

On a motion by Cirksena, seconded by Smith, the Board approved submitting a letter of intent to develop and submit a Q-Comp application for the 2006-07 school year and beyond.

B. Items for Consent Grouping.

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

1. Amended Northfield Community Resource Center Lease Agreement.

The Board approved the amended Northfield Community Resource Center Lease Agreement. The amendment reflects the modification in square footage based on an agreement between Three Rivers and the school district to exchange spaces within the Youth Wing at the NCRC to better accommodate the activities in each program.

2. Financial Reports.

The Board approved:

	<u>July</u>	<u>August</u>
Account payable bills totaling:	\$1,313,802.33	\$2,616,119.99
Payroll checks totaling:	464,972.98	438,453.42
Bond payments of:	1,458,938.15	-0-

and the financial reports for July and August 2005.

3. Beverage Contract Renewal.

The Board approved a three-year renewal with Pepsi-Cola of Mankato to provide vended beverages. It is a non-exclusive contract that allows the district to continue its purchase of Raider Water from a local vendor and the food service department to offer choices of only non-carbonated soft drinks such as water, sport and fruit drinks.

4. Cooperative Sponsorship.

The Board approved a cooperative sponsorship with ARTech for boys' swimming and diving and boys' basketball. This agreement would be for the 2005-06 and 2006-07 seasons.

5. Grant Request.

The Board approved a \$50,000 grant request to the State of Minnesota Office of Higher Education. The title of this project is "Tackling Obstacles and Raising College Hopes" (TORCH). The goal of TORCH is to increase the academic achievement and school connectedness of Northfield's Latino students in grades 6-12, leading to higher graduation rates among these students and enhanced post-secondary aspirations.

6. Gift Agreement.

Cardinal Glass has donated \$1,195 to be used to purchase an automated electro-defibrillator that will be carried by the School District's athletic trainer.

7 Personnel Items.

a. Appointments\*\*

1. Bonnie Johnson, Educational Assistant at Sibley School for 5.0 hrs Special Education and 2.25 hours Supervisory, beginning September 6, 2005, Classes III and I, step 1.
2. Kimberly Tousignant, Educational Assistant at Sibley School for 6.5 hours Special Education and .75 hour Supervisory, beginning September 6, 2005, Classes III and I, step 3.
3. Kristin Basinger, Educational Assistant at Bridgewater School for 18 hours per week, 12.0 hours Special Education, 6.0 hours Instructional, beginning September 6, 2005, Classes III and II, step 2.
4. Sheri Acosta, Building Volunteer Coordinator at Greenvale Park, 250 hours a year, beginning August 31, 2005, step 1 of the wage scale for Building Volunteer Coordinators.
5. Larry Wachendorf, .25 Middle School Band and Orchestra Teacher, beginning August 29, 2005, MA lane, step 8\*.
6. Michael Berger, KidVenture Site Leader at Bridgewater for 2.5 hours per day, beginning August 26, 2005.
7. Christine Belsheim, KidVenture Program Assistant at Bridgewater School for 2.0 hours per day beginning August 26, 2005.
8. Lori Gunderson, KidVenture Program Assistant for Bridgewater (A.M.)/Sibley (P.M.) for up to 5.0 hours per day beginning August 26, 2005.
9. Blayr Gilitiuk, KidVenture Student Assistant at Bridgewater School for up to 2.0 hours per day beginning August 26, 2005.
10. Elizabeth Stahly, KidVenture Student Assistant at Greenvale Park School for up to 2.5 hours per day beginning August 26, 2005, \$7.17 per hour.
11. Erin Nohava, KidVenture site Leader at Sibley School for up to 5.25 hours per day, beginning August 26, 2005.
12. Josh Hamborg, KidVenture Student Assistant at Sibley School for up to 2.5 hours per day beginning August 26, 2006, \$7.17 per hour.
13. Katie McLeish, ALC Childcare Site Leader at Longfellow School, for up to 5.0 hours per day beginning August 26, 2005.
14. Jacqueline Meyer, transfer from a Special Ed Educational Assistant position at Longfellow to a 6.5 hour per day Special Ed Educational Assistant position at the High School, beginning September 6, 2005.
15. Shanessa Ceplecha, Food Service Associate I at the High School for 3.5 hours per day, entry level, no benefits, beginning September 6, 2005.

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16. Co-Curricular Assignments
    - Jenna Smith, Assistant Girls Swimming Coach (Split Stipend)
    - Debora Hawes, Cheer Team (Split Stipend)
    - Jessica Postlethwaite, Part-time Assistant Cross Country Coach
    - Luis Flores, Assistant Boys Soccer Coach
    - David Studer, 6<sup>th</sup> Grade Boys Soccer Coach
    - Rebecca Messer, High School Chess Club Advisor
    - Mary Williams, High School Band Activity Assignment
    - Mary Williams, District-Wide Band Activity Assignment
    - Roger Jenni, Elementary Band Activity Assignment
    - Paul Ousley, Orchestra Activity Assignment (Split Stipend)
    - Zachery Pelletier, Orchestra Activity Assignment (Split Stipend)
    - Rebecca Messer, High School Chess Club Advisor
    - Darren Miller, transfer from 9<sup>th</sup> Grade PT Girls Basketball Coach (Hourly) to Sophomore Boys Basketball Coach
    - Kathleen Kopseng, National Honor Society Advisor
    - Kristen Cade, Jr. Class Co-Advisor (1/2 Stipend)
    - Stephen Cade, Jr. Class Co-Advisor (1/2 Stipend)
    - Jody Saxton West, Senior Class Advisor
    - Troy Cohrs, Knowledge Bowl Advisor
    - Stephen Cade, Mock Trial Advisor
    - Ellen Mucha, Newspaper Advisor
    - Kevin Dahle , Three Act Play - Spring
    - Rachel Hoffelt, Mathematics Team Coach
    - Ruth McCarty, one extra class (Special Education), approximately first nine weeks.
    - Kim Slegers, one extra class, all year, no supervision.
  17. Kelli Saari, Program Assistant for ALC childcare, 7.75 hours per day, beginning August 26, 2005.
  18. Robert Honerman, School Psychologist at Sibley and the Middle School, beginning August 29, 2005, MA45, step 6.\*
- b. Changes in Hours/Assignments Changes beginning 2005-06
1. Lori Witt Macrae, increase of .5 hour supervisory time beginning with the 2005-06 school year.
  2. Brenda Ohaks, increase from 3.5 to 4.0 hours per day, Special Ed Educational Assistant.
  3. Dee Tomczik, add 4 hours per week, Instructional Educational Assistant, beginning September 6, 2005.
  4. Mary Boyum, add .5 hour per day, Supervisory Educational Assistant at Greenvale Park, beginning September 12, 2005.
  5. Lewayne Engelby, transfer from Head Custodian position at Bridgewater to Head Custodian position at Longfellow beginning September 15, 2005.
  6. Ronald Oeltjenbruns, transfer from Head Custodian position at Longfellow to Head Custodian position at Bridgewater beginning September 15, 2005.
- c. Leaves of Absence/Voluntary Reduction in Hours
1. Terry Heil, FMLA leave of absence from September 29, 2005 through November 4, 2005.
  2. Diane Frederick, .2 medical leave of absence from August 29, 2005 through November 4, 2005.
  3. Julie Mitchell, High School Food Service, leave of absence September 1-30, 2005, and voluntary reduction from 5 to 3 days per week from October 3, 2005 through June 7, 2006.

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d. Resignations

1. Dan Rohr, Middle School Youth Center Site Supervisor. His last day of work was August 4, 2005.
2. Jacqueline Scott, High School Food Service, resignation effective 8/31/2005.
3. Kelli Saari, KidVenture Program Assistant at Bridgewater. Her last day of work was 8/29/05.
4. Katie McLeish, KidVenture Morning Site Leader at Bridgewater. Ms. McLeish will continue in her position as Site Leader in the afternoon.
5. Tammie Warner, KidVenture Site Leader. Her last day of work was 8/26/05.
6. Andrew Gilbertson, 6<sup>th</sup> Grade Football Coach (Hourly).

\*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.

8. Professional Service Agreement with Omada, Inc.

The Board approved a "Professional Service Agreement with Omada, Inc" in the amount of \$14,400 to provide chemical health education, consultation and prevention services at Northfield High School. The fee will come from Safe and Drug-Free Schools funds.

VII. Items for Information

1. Review of Fifth Grade Parent Survey.

Data from the Fifth Grade Parent Survey on the Eagle Bluff Environmental Education trip was given to the Board. This same information was shared with the Friends of Residential Environmental Learning (FREL) who will be working to complete the fund raising necessary to support the Eagle Bluff experience for fifth graders.

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

Community Services Director Hannah Puczko presented a draft of the 2004-2005 Annual Report on Curriculum, Instruction and Student Performance, which includes student achievement goals, staff development goals, and Northfield Measures of Academic Progress (MAP) test results compared to state averages. It also includes the testing and assessment schedules for the 2005-2006 school year.

3. School Board Committee Assignments.

Board Chair Kari Nelson announced the appointment of Board members to vacant committee positions.

4. Closed Negotiations Strategy Session - Monday, September 26, 2005, 6:00 PM, District Office Conference Room.

VIII. Future Meetings

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

Monday, October 10, 2005, 7:00 PM, Regular School Board Meeting,  
Northfield High School Media Center

IX. On a motion by Stratmoen, seconded by Cirksena, the Board adjourned at 7:30 PM.

Katy Hargis, Clerk