

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

School Board Meeting  
January 9, 2006  
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 7:10 p.m. No one 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 Berthelsen, seconded by Hager, the minutes of the Continuation of the Truth in Taxation Hearing and the Regular School Board meeting held on December 12, 2005, were approved.
- V. Announcements.
  - Don Warhol, Director of Buildings and Grounds, was recognized for receiving the 2005 National School Plant Manager of the year award.
  - Project Sight donated \$100 to the Middle School Supply Closet. These funds will be used to purchase school supplies for students in need.
  - Northfield is one of seven communities being honored as Minnesota's Best Communities for Young People. Jennifer Lompart, Northfield High School ESL Teacher, and three high school students--William Doniz, Cristian Bustos and Cindy Barrientos, along with Susan Sanderson and three Community National Bank employees have been invited to a reception honoring the communities at the Governor's Residence on Thursday, January 12. This event is recognizing the work of the Minnesota Alliance with Youth program. This is further evidence that when the schools, community members, businesses, and efforts, like Healthy Community Initiative, come together on the same page, good things can happen for the kids and community.
  - The Raider Girls Hockey team won their first tournament ever at Waseca during the Winter Break!
  - Nelson reminded the Board about the Volunteer Festival to be held on January 21 at the middle school.
  - Great combined band and orchestra concert in December.
- VI. Items for Discussion and / or Reports.
  1. ARTech Annual Report and Self-Study.  
Tim Goodwin, Director of ARTech, reported to the Board on the charter school's staff and students as well as the school's program and performance during the 2004-05 school year. He also spoke about ARTech's plan for completing its 3<sup>rd</sup> year program self-study and external team visitation in preparation for a request to renew its charter sponsorship with the Northfield School District.  
Berthelsen encouraged the Board to determine the criteria or expectations the Board will use for determining sponsorship.

2. Area Learning Center Update.

Dr. Gary Lewis, Director of Student Services, provided a description of the Alternative Learning Center as it had been structured previously, the strengths and weaknesses associated with that structure, the challenges the District faced, and changes that needed to occur. Matt Bullard, Coordinator of the ALC, then presented how those changes have unfolded, including data regarding student outcomes under the new structure.

VII. Superintendent's Report

A. Items for Individual Action

1. Resolution Authorizing the Sale of Land.

On a motion by Hager, seconded by Hargis, the Board approved the Resolution Authorizing the Sale of Old Memorial Field to the City of Northfield for \$1.00.

B. Items for Consent Grouping.

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

1. Financial Reports - November 2005.

The Board approved paid bills totaling \$1,416,013.34, payroll checks totaling \$1,678,900.13 and the financial reports for November 2005. There were no bond payments in November 2005.

2. Arts and Schools As Partners (ASAP) Extension Grant.

The Board approved this grant request that will allow the continuation of a program began last year with third grade students at Greenvale Park. This program is connected to the social studies curriculum and will help students gain an appreciation for the depth and vast difference of cultures outside of their own. Students will create shelters and costumes culminating in a sharing of stories in the oral tradition of the tribes studied.

3. Memorandum of Agreement for Videotaping.

The Board approved the Memorandum of Agreement for videotaping of the mentor training being provided by the Connected Kids mentoring project. The mentoring grant will be covering the costs of the videotaping.

4. Student Teaching Agreement.

The Board approved the Student Teaching Agreement with Minnesota State University Mankato. The term of this agreement is July 1, 2006 through June 30, 2008.

5. Gift Agreement.

Target has donated \$2500 in support of the Math Bags Initiative at Bridgewater Elementary School.

6. Personnel Items.

a. Food Service Changes in Middle School FTE's and Classifications.

Reclassified one Food Service Associate III position at the Middle School to a Food Service Associate II position and decreased the hours for this position from 7.0 to 6.75; increased the other Food Service Associate II position from 4.0 to 4.25 hours per day.

b. Appointments\*\*

1. Emelyn Osborn, Special Ed Educational Assistant at Sibley Elementary School for 4.25 hours per day, beginning January 3, 2006, Class III, step 1, pro-rated benefits.
2. Sheila Atkinson, Special Ed Educational Assistant at Sibley Elementary School for 6.75 hours per day beginning January 3, 2006, Class III, step 5, full benefits.
3. Shari Malecha, transfer from 4.0 FSA II position to 6.75 hours per day FSA II position at the Middle School, beginning January 3, 2006, \$12.87/hour, pro-rated benefits.
4. Co-Curricular Assignments  
Doug Davis, Assistant Boys Swimming (2 weeks of assignment for extra coaching responsibility over holiday break)  
Blaise Douros, Assistant Boys Swimming (split stipend for 4 weeks of assignment)  
Christian Lorentzen, Assistant Boys Swimming (split stipend for 8 weeks of assignment)  
Shane Dekart, Assistant PT 6<sup>th</sup> Grade Boys Basketball Coach (Hourly)  
John Garvey, 6<sup>th</sup> Grade Boys Basketball, Coach
5. Margaret Witt, .2 Grade 2 Teacher at Greenvale Park Elementary School, beginning January 9, 2006, through June 7, 2006, MA, step 7. There are no benefits with this position.
6. Joanne Larson, KidVentures Site Assistant at Bridgewater and Greenvale Park for 10.0 hours per week, beginning January 3, 2006, step 1 of the wage scale for Site Assistants. There are no benefits with this position.
7. Jacqueline Meyer, KidVentures Site Assistant at Bridgewater and Greenvale Park for 7.5 hours per week, beginning January 3, 2006, step 1 of the wage scale for Site Assistants. There are no benefits with this position. This is in addition to her Educational Assistant position.
8. Andria Schwalbe, KidVentures Student Site Assistant at Sibley and Greenvale Park for 10.0 hours per week, beginning January 3, 2006, \$7.17 per hour. There are no benefits with this position.
9. Breanna Clites, KidVentures Student Site Assistant at Bridgewater for 5.0 hours per week, beginning January 3, 2006, \$7.17 per hour. There are no benefits with this position.

c. Leaves of Absence

1. Shari Hagen FMLA leave from November 2, 2005, through November 25, 2005.
2. Krista Betcher, FMLA leave from December 5, 2005, through January 17, 2006.
3. Diane Kinneberg, FMLA leave from November 16, 2005, through November 22, 2005.
4. Jennifer Rauk, childcare leave from March 8, 2006 through May 3, 2006.

d. Resignations

1. Bridget Allen, Youth Center Assistant, resignation effective December 1, 2005.
2. Sandra Russler, High School Food Service, resignation. Her last day of work will be January 6, 2006.
3. Chelen Gore, Parent Educator for Family Services/ECFE, resignation effective December 19, 2005.

4. Jean Goss, Educational Assistant for Family Education. Her last day of work was December 12, 2005.

\*Lane placement subject to verification by the Professional Growth Committee

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

- e. Superintendent's Performance Incentive Pay for 2004-05 Contract Year.  
Based on its evaluation of the superintendent's performance and achievements, the Board awarded the full performance incentive pay for contract year 2004-2005 as provided in the superintendent's contract.
- f. Superintendent's Contract Provisions for the 2005-06 Contract Year.  
The Board approved the following superintendent contract provisions for the 2005-06 contract year, in accordance with the contract addendum:
  - A 1% increase in the annual salary for the superintendent.
  - An additional district contribution of \$1,800 annually to the Superintendent's tax sheltered annuity.
  - A \$150 increase in the monthly contribution toward the district health insurance premium to bring the contribution for the superintendent's insurance in line with the contributions currently provided to non-union administrators and principals.

#### VIII. Items for Information.

1. School Board Work Session - Tuesday, January 17, 2006.  
The Board work session is to review the Finance Committee budget reduction target and discuss the proposed process for completing the budget reduction process. The Board will also review the budget parameters and discuss which elements, if any, will be placed above the line and not be considered for possible budget cuts.
2. Paraprofessional Recognition Week, January 16-20, 2006.  
The Governor of the State of Minnesota has proclaimed the week of January 16-20 as Paraprofessional Recognition Week. Buildings will recognize the contributions of paraprofessionals during the week of January 16th.
3. Overnight Field Trip.  
On Thursday, January 5, 2006, High School Principal Bruce Santerre and High School Choir Director Dwight Jilek requested Superintendent Richardson's approval of an overnight trip for six Northfield High School choir students to participate in the Dorian Music Festival at Luther College in Decorah, Iowa on Sunday and Monday, January 8 and 9. Superintendent Richardson approved this request since the next Board meeting was after the event.

#### IX. Future Meetings

Tuesday, January 17, 2006, School Board Work Session, 7:00 PM

Northfield High School Media Center

Monday, January 23, 2006, Regular School Board Meeting, 7:00 PM

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Monday, February 13, 2006, Regular School Board Meeting, 7:00 PM

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- X. On a motion by Stratmoen, seconded by Hager, the Board recessed into a Closed Session at 8:10 PM for two Grievance Hearings.  
Hager moved and Cirksena seconded, for the Board to come out of the Closed Session to take action on the grievances.  
On a motion by Smith, seconded by Stratmoen, the Board denied the level III grievance of Craig Croone.  
On a motion by Hager, seconded by Hargis, the Board denied the level III grievance of Karen Koester.
- XI. On a motion by Hargis, seconded by Smith, the Board adjourned at 10:59 PM.

Katy Hargis, Clerk