

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
June 12, 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 7:05 p.m. Hager and Smith were absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment.
Cathy Priess-Perrott spoke to the Board about ongoing unaddressed concerns she has regarding the treatment of her daughter and statements made to Ms. Priess-Perrott.
- IV. Approval of Minutes.
On a motion by Stratmoen, seconded by Cirksena, the minutes of the Regular School Board meeting held on May 22, 2006, were approved. On a motion by Cirksena, seconded by Hargis, the minutes of the Special School Board meeting held on May 30, 2006, were approved.
- V. Announcements.
 - Superintendent Chris Richardson recognized the leadership that High School Principal Bruce Santerre and Greenvale Park Principal Julie Nielsen provided in their respective buildings. Santerre is retiring and Nielsen is returning to South Washington County School District.
 - Seven members of the high school track team competed at the State Track meet last weekend at Hamline. Kasey Wellman finished first in the long jump...Northfield's first track state champ in recent memory! The coach is Troy Cohrs.
 - Juniors Eric Beumer and Becca Langer competed at the Boys and Girls State Golf Meet in Blaine last week. This was the first time since 1982, that a girl represented NHS at the State Girls Golf Meet. The Boys Golf Coach is Tom McKowan and the Girls Golf Coach is Brian Stevens.
 - Nelson noted all of the year-end activities, but especially the nice job done by the elementary schools in 'launching' the fifth graders.
- VI. Items for Discussion and / or Reports.
 1. Representative Ray Cox provided a legislative wrap-up.
 2. District Educational Program Advisory Council Presentation of Recommendations.
Superintendent Richardson shared the recommended goals developed by this committee of citizens and staff members over the last several 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 continuous site 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. This group will begin meeting again in the fall.

The 2006-2007 recommendations are as follows:

Assessment Goals:

1. Improve student achievement by emphasizing a single, measurable area that engages each staff member within the school building.
2. Improve student achievement by utilizing standard and other assessment data for students in every classroom by every teacher.

Curriculum Goals:

1. Professional development will enhance student achievement, be developed by data and be implemented primarily through the structure of Professional Learning Communities.
2. District educational options, K-12, will balance a comprehensive education with cost effectiveness.

Student Support Services Goals:

1. Enhance learning environments that strengthen school connectedness and promote responsibility and mutual respect.
2. To ensure all children enter kindergarten prepared to learn, Northfield Public Schools will lead the collaboration between stakeholders who are invested in children birth to age 5.

3. Proposed Food Service Budget for 2006-2007.

A draft of the proposed 2006-07 Food Services budget was presented by Julie Kronabetter. The presentation also highlighted the 2005-06 projected results. The District has achieved lower food costs (approximately 20%) due to a joint powers agreement with the Owatonna Public Schools and Upper Lakes Foods. In addition, vigilant reduction/reassignment of labor hours as resignations and retirements have occurred and promotion of ala carte and better menu choices helped generate a projected surplus for the 2005-06 fiscal year. The administration is not recommending an increase in meal prices for 2006-07. There is a deficit proposed for next year. However, conservative revenue projections and the expenditures include one-time capital expenses for a freezer/cooler in the High School and painting at three of the schools. Free and reduced lunch is up to 21%, a 5% increase from three years ago.

VII. Superintendent's Report

A. Items for Individual Action

1. Proposed Budget for General Fund and Food Service - change to Proposed Budgets for All Funds.

On a motion by Berthelsen, seconded by Stratmoen, the Board approved the summary of proposed 2006-07 budgets as presented below

Fund	Revenue	Expenditures
General	\$ 31,592,662	\$ 30,925,074
Operating Capital and Health & Safety	1,470,679	1,496,701
Food Service	1,571,248	1,591,645
Community Services	2,038,612	2,000,205
Construction	0	45,020
Debt Service	5,520,541	5,197,864
Trust	32,450	35,150
Self Insured Dental	388,536	340,638
Total	\$ 42,614,728	\$ 41,632,297

2. Resolution Establishing Dates for Filing Affidavits of Candidacy for School Board.
On a motion by Hargis, seconded by Cirksena, the Board approved the resolution establishing dates for filing affidavits of candidacy as presented.

3. Re-Certification of Census Figures.
On a motion by Berthelsen, seconded by Cirksena, the Board certified an estimated district population of 28,950 to the State Demographer. This increase is based on the 6% growth in population for Rice County in 2006 as indicated on the state demographic estimates provided by the Minnesota State Demographic Center. Certifying this increase in estimated district population will provide \$11,227 additional Community Services revenue for FY 2009.

4. District / Board Goals.
On a motion by Stratmoen, seconded by Cirksena, the Board approved the following District / Board goals for 2006-07:
 1. Advance the full implementation of site-based school continuous improvement plans to support the Northfield Public Schools Strategic Plan's focus on increased student achievement.
 2. Develop and implement a sustainable financial plan that enhances District efficiency, manages costs and secures adequate traditional and alternative educational funding sufficient to maintain a quality educational program.
 3. Develop and implement a plan for comprehensive facilities assessment, maintenance and management that ensures effective stewardship for all District facilities and equipment.

5. Referendum Proposal.
On a motion by Stratmoen, seconded by Berthelsen, the Board approved the Resolution Calling an Election on the Revocation of the Existing Referendum Revenue Authorization of the School District and the Approval of a New Authorization and on the Approval of a Capital Project Levy Authorization. Voting 'yes' was Berthelsen, Hargis, Cirksena, Stratmoen and Nelson. Hager and Smith were absent, but had expressed their support of this motion to Board Chair Nelson.

6. General Fund Budget Revision for 2005-2006.
On a motion by Berthelsen, seconded by Cirksena, the Board approved the revised 2005-06 General Fund budget as presented.

<u>Fund</u>	<u>Revenue</u>	<u>Expenditures</u>
General	\$ 30,930,787	\$ 30,351,176

7. Award the Sale of Capital Facilities Bonds.
Cirksena moved, Statmoen seconded the Resolution awarding the sale, determining the form and details, authorizing the execution, delivery and registration, and providing for the payment of \$2,100,000 general obligation capital facilities bonds, series 2006A. Berthelsen, Cirksena, Hargis, Nelson and Statmoen voted 'yes'. Hager and Smith were absent.

B. Items for Consent Grouping.

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

1. FY 2006 Annual Audit Proposal.

The Board approved the appointment of Peterson and Company to conduct the FY 2006 annual audit for a cost not to exceed \$20,200. This represents a \$1,400 increase over last year's fee schedule. Sufficient funds have been budgeted for this audit in the 2006-07 proposed budget.

2. Financial Reports - April 2006.

The Board approved paid bills totaling \$1,174,816.36, payroll checks totaling \$1,684,581.72, and the financial reports for April 2006. There were no bond payments in April 2006.

3. High School Overnight Trips for 2006-07.

The Board approved the overnight field trips listed in a memo dated June 7, 2006, for the 2006-07 school year.

4. Family / Student Handbooks for 2006-07.

The Family Handbook for the elementary schools, the Student Handbooks for the Middle School, High School and the Area Learning Center and the Co-Curricular Activities Handbook for the 2006-2007 school year were approved by the Board. Since the school board has approved these handbooks, they carry the force of school board policy.

5. Student Citizenship Handbook.

This Handbook was approved by the Board. The distribution method of the Student Citizenship Handbook for 2006-2007 will remain the same as this year. 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.

6. Establishment of MN Trust Joint Powers Agreement for Investments.

This Agreement was approved by the Board in order to provide better service, a better on-line system and a new money market fund. This new joint powers will be used for our liquid bond and operating dollars.

7. Student Activity Account / Track and Field.

The transfer of money from the Track and Field Activity Account into a payroll account to cover the cost of a person to work with the boys' and girls' track and field team was approved. No school funds will be used to pay this stipend. The NHS Track and Field team has raised all funds.

8. Middle School Overnight Field Trip Request.

The overnight field trip request submitted by Middle School Principal Burt Bemmels for the 7th grade trip to Eagle Bluff Environmental Learning Center in November 2006 was approved.

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9. Facility Use Agreement with Rejoice! Lutheran Church.

The agreement for the time period between July 1, 2006, and June 30, 2007 was approved. Note the provision within article IV, which outlines the need to amend this contract when the custodial labor contract is settled.

10. Rice County Growing Up Healthy Planning Grant.

The \$25,000 grant request to Blue Cross Blue Shield of Minnesota Foundation for the Rice County Growing Up Healthy Planning Project was approved.

11. Personnel Items.

a. Appointments**

1. Co-Curricular Assignment

Rich Guggisberg, Academic Triathlon Advisor, \$400 stipend. Funded by Middle School Activity Account.

Paul Beck, 2006 Summer Band Instructor, for up to 122 hours subject to student enrollment at an hourly rate based on lane and step.

Mary Williams, 2006 Summer Band Instructor, for up to 122 hours subject to student enrollment at an hourly rate based on lane and step.

Laurie Henrickson, 2006 Summer Band Instructor, for up to 70 hours subject to student enrollment at an hourly rate based on lane and step.

Roger Jenni, 2006 Summer Band Instructor, for up to 230 hours subject to student enrollment at an hourly rate based on lane and step.

Zachary Pelletier, 2006 Summer Orchestra Instructor, for up to 48 hours subject to student enrollment at an hourly rate based on lane and step.

Roger Jenni, TORCH Grant Evaluation, stipend \$1,400.

2. Margaret (Peggy) Fink, .5 long-term substitute Special Ed Teacher at Greenvale Park Elementary School for the 2006-07 school year, BA-7.

3. Debra Herman, .5 long-term substitute Special Ed Teacher at Sibley Elementary School for the 2006-07 school year, BA-4. This is an addition to her .5 current position.

4. Kristen Johnson, .5 long-term substitute Special Education Teacher at Northfield High School for the 2005-06 school year, BA15-12. This is in addition to her .5 position.

5. 2006 Special Education Extended School Year Staff at Current 2005-06 Hourly Rate of Pay.

Teachers: Kim Rohr, Kari Winter, Erica Triebenbach, Deb Seitz, Mary Magnuson, Dawn Sorrenson, Brenda Crissinger

Specialists: Greg Sumner –OT, Shannon Flegel-OT, Laurie Larsen-PT, John Schnorr-Speech, Renae Christiansen-Speech, Sara Pratt-Speech

Ed Assistants: Kathy Stordahl, Emelyn Osborn, Linda Wasner, Yolanda Loken, Andrea Waldoch, Bonnie Klamm, Kristen Tisdale, Sandi Miller, Jennifer Turner

Clerical: Mary Huberg, clerical support for ALC summer programming (approximately 10 hours), plus additional hours as needed for Special Education MA billing.

Coordinator: Cheryl Hall

6. Christa Anderson, Kindergarten Plus Teacher at Bridgewater Elementary School, beginning with the 2006-07 school year, BA-2.

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7. Anne Erickson, .5 Kindergarten Teacher at Sibley School beginning with the 2006-07 school year, BA-1, and .5 long-term substitute Kindergarten Teacher at Sibley School for the 2006-07 school year.
8. Justin Smith, Summer Recreation Intern, stipend \$500.00. A recommendation is enclosed.
9. Louis Rohr, Community Services Site Assistant for up to 3.0 hours per day on student days, up to 8.0 hours per day on non-student days, beginning June 8, 2006, \$9.97/hour. There are no benefits with this position.
10. Ryan Paulson, Community Services Summer Site Instructor for up to 5.5 hours per day, beginning June 8, 2006 through August 25, 2006, \$11.20/hour. There are no benefits with this position. Mr. Paulson has resigned from a Site Assistant position, effective June 7, 2006, to accept this position.
11. Community Services Division Summer Programs. There are no benefits with these positions.
 - Allison Boran, Summer Site Instructor, up to 5.5 hrs/day, 6/8/06 – 8/25/06, \$11.20/hr.
 - Patti Myren, Summer Site Instructor, up to 5.5 hrs/day, 6/8/06 – 8/25/06, \$11.20/hr
 - Sara Smith, Summer Site Instructor, up to 5.5 hrs/day, 6/8/06 – 8/25/06, \$11.20/hr
 - Chris Ho, Summer Site Instructor, up to 5.5 hrs/day, 6/8/06 – 8/25/06, \$11.20/hr
 - Debra Edge, Summer Site Instructor, up to 5.5 hrs/day, 6/8/06 – 8/25/06, \$11.20/hr
 - Kristin Basinger, Temporary Site Assistant, up to 4.0 hrs/day, 6/8/06 – 7/27/06, \$ 9.97/hr
 - Shari Bridley, Temporary Site Assistant, up to 4.0 hrs/day, 6/8/06 – 7/27/06, \$ 9.97/hr
 - Lupita Forsyth, Temporary Site Assistant, up to 4.0 hrs/day, 6/8/06 – 7/27/06, \$9.97/hr
 - Bonnie Klamm, Temporary Site Assistant, up to 4.0 hrs/day, 6/8/06 – 7/27/06, \$9.97/hr
 - Jackie Meyer, Temporary Site Assistant, up to 4.0 hrs/day, 6/8/06 – 7/27/06, 9.97/hr
 - Dee Tomczik, Temporary Site Assistant, up to 4.0 hrs/day, 6/8/06 – 7/27/06, \$9.97/hr
 - Kaley Huettl, Temporary Site Assistant, up to 4.0 hrs/day, 6/8/06 – 7/27/06, \$9.97/hr
 - Katie Lewis, Temporary Site Assistants up to 4.0 hrs/day, 6/8/06 – 8/25/06, \$9.97/hr
12. 2006 Summer School Staffing
The recommendation from Matt Bullard with staffing for Elementary Targeted Services, Middle School Targeted Services, ALC High School Summer Classes, and Independent Study Classes for the 2006 Summer School was approved.
13. Heather Ryden, transfer from .5 GATES Teacher to .5 TOSA for Curriculum and Staff Development beginning with the 2006-07 school year, plus .5 long-

term substitute TOSA for Curriculum and Staff Development for the 2006-2007 school year, MA lane, step 10; TOSA stipend.

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14. Kathleen Hofmann, .2 long-term substitute FACS Teacher at the High School for the 2006-2007 school year, MA lane, step 11. This is in addition to her .25 position at the Middle School.
15. Community Services 2006 Summer Recreation Employees as outlined in a memorandum from Erin Mayberry.
- b. Decrease/Increase in Hours/Increase in Hourly Rate of Pay
 1. Lee Thorson, High School Guidance Secretary, Class IV, decrease from 8.0 to 6.5 hours per day, 206-day work year, beginning with the 2006-07 school year.
 2. Renell Pettinelli, High School Attendance Secretary, Class III, decrease from 7.5 to 5.33 hours per day, 206-day work year, beginning with the 2006-07 school year.
 3. Jodi Lundell, Youth Development Coordinator, up to 10 additional hours during the months of July and August 2006.
 4. Christine Belsheim, Community Services Site Assistant, increase in summer hours up to 6.5 hours/per day. Ms. Belsheim will return to her regular scheduled hours, up to 2.25 hours/day, in the fall.
 5. Increase the hourly rate of pay for returning summer maintenance workers: Brandon Christel to \$9.25 per hour, James Lewis to \$9.25 per hour, Karl Anderson to \$10.00/hour.
- c. Leaves of Absence
 1. Kimberly Slegers, extension of FLMA leave through June 7, 2006.
 2. Amy Pfefferle, .5 leave of absence without pay for the 2006-07 school year.
- d. Resignations
 1. Angela Schewe, ECSE Teacher, resignation effective May 1, 2006.
 2. Elizabeth Dreissen, ECSE Teacher, resignation effective May 12, 2006.

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

12. Co-Curricular Overnight Trips for 2006-2007.

The Board approved overnight trips by athletic teams during the 2006-2007 school year as outlined in a memo from Activities Coordinator Tom Graupmann dated June 11, 2006. All trips are self-funded except for those who qualify for state tournament competition.

VIII. Items for Information

1. June 1 Enrollment Report.

IX. Future Meetings

Monday, July 10, 2006, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, August 14, 2006, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, August 28, 2006, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Berthelsen, the Board adjourned at 8:50 PM.

Katy Hargis, Clerk