

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
July 9, 2007
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. Hargis and Smith were absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment.
There was none.
- IV. Approval of Minutes.
On a motion by Cirksena, seconded by Berthelsen, the minutes of the Regular School Board meeting held on June 11, 2007, were approved.
- V. Announcements.
 - Superintendent Richardson introduced the new Bridgewater Elementary School Principal, Nancy Antoine. Mrs. Antoine comes to Northfield from Worthington, MN where she was the Principal at Prairie Elementary School.
- VI. Items for Discussion and / or Reports
 1. School District Response to Heroin Reports.
Superintendent Richardson reviewed with the Board the School District's response to the July 3rd press conference held by Northfield Police Chief Gary Smith and the article that appeared in the July 4th edition of the Star Tribune. Dr. Richardson's response was published in the July 7th edition of the Northfield News.
- VII. Superintendent's Report
 - A. Items for Individual Action
There were no action items.
 - B. Items for Consent Grouping.
On a motion by Stratmoen, seconded by Berthelsen, the Board approved the following items listed under the Consent Grouping.
 1. Fiscal Year Organization Actions.
The School District's financial year runs from July 1 to June 30. The following financial organizational issues were approved.
 - i) Approved authorizing the Director of Business Affairs and the District Accountant to invest surplus District funds in accordance with applicable laws and with the District's Investment Policy, DG, for fiscal year 2007-2008.
 - ii) Approved designating Bremer Bank, Wells Fargo Bank, N.A., PMA/Associated Bank, Valley Bank Dundas, Ambac Securities Inc., U.S. Bank Minnesota and the Minnesota School District Liquid Asset Fund as official bank depositories provided they maintain adequate pledged collateral as required by law per District procedure DG-R, for fiscal year 2007-2008.
 - iii) Approved authorizing the Director of Business Affairs and the District Accountant to make appropriate wire transfers to and from District depository accounts for fiscal year 2007-2008.
 2. Memberships for 2007-08.
The School District belongs to several cooperatives, leagues and associations. Memberships in the groups listed below were renewed for the 2007-2008 school year.

- a. Minnesota State High School League.
- b. Minnesota Association of School Administrators.
- c. Schools for Equity in Education.
- d. Southeast Service Cooperative.
- e. Region V Computer Services Cooperative.
- f. Rice County Family Services Collaborative.
- g. Minnesota School Boards Association.
- h. Healthy Community Initiative.

3. Health and Safety Program Certification.

The Board certified the annual written report referred to by the Minnesota Department of Education as "Attachment 99." A total of \$196,742 is budgeted for Health and Safety projects during 2007-08. The Health and Safety Certification also requires submission of a five-year capital facilities plan, which was also distributed to the Board of Education.

4. Financial Reports - May 2007.

The Board approved paid bills totaling \$1,285,858.96, payroll checks totaling \$1,776,160.81 and the financial reports for May 2007. There were no bond payments in May 2007.

5. Facility Use Agreements.

The facility use agreements with the Northfield Swim Club and Rejoice! Lutheran Church for the time period between July 1, 2007 and June 30, 2008 were approved.

6. Middle School Overnight Field Trips.

The following Middle School student overnight trips were approved:

- The annual 7th grade ELC trip to Eagle Bluff in Lanesboro from October 31 - November 2, 2007.
- The annual SCOPE trip to Missouri to visit sites connected with the James Younger Gang. This trip will take place in June 2008.

7. Bridgewater Gift Agreement.

The Bridgewater Elementary School PTO donated \$26,199.71 to Bridgewater Elementary School during the 2006-2007 school year.

8. Milk and Dairy Bids for 2007-2008.

The Board accepted the bid from Hastings Co-op Creamery as the supplier of milk and dairy products for the 2007-08 school year. Milk supplied from Hastings Co-op is free of Artificially Injected rBGH.

9. Personnel Items.

a. Appointments**

1. Katherine Seifert, Grade 1 Spanish Teacher at Bridgewater Elementary School, beginning with the 2007-08 school year, BA, step 2*, subject to revision when negotiations for 2007-08 are completed.
2. Shelley Hansen, 0.4 FTE School Social Worker, Longfellow, beginning 2007-08 school year, MA45, step 13*, subject to revision when negotiations for 2007-08 are completed.
3. Heather Ryden, 0.5 FTE Long-term Substitute Teacher on Special Assignment for Curriculum and Staff Development Coordinator for the 2007-08 school year, flexible schedule, MA-11, subject to revision when negotiations for 2007-08 are completed.
4. Sarah Martens, 1.0 FTE Long-term Substitute Spanish Teacher at the High School, BA45, step 2*, subject to revision when negotiations for 2007-08 are completed.

5. Blair Boran, Early Ventures Site Assistant at NCRC for up to 20 hours per week, from June 25, 2007 through August 24, 2007, at an hourly rate of \$10.22. There are no benefits with this position.
 6. Brianne Clark, Early Ventures Site Assistant at NCRC for 30-35 hours per week, from June 4, 2007 through August 22, 2007, at an hourly rate of \$10.22. There are no benefits with this position.
 7. Lori Peterson, Special Education Teacher at Greenvale Park and the High School beginning with the 2007-08 school year, MA lane, step 6*, subject to revision when negotiations for 2007-08 are completed.
 8. Jacie Haroldson, Special Education Teacher at Sibley School beginning with the 2007-08 school year, BA lane, step 1*, subject to revision when negotiations for 2007-08 are completed.
 9. Alison Flugum, Grade 3/5 Language Arts/Companeros Teacher at Greenvale Park Elementary School beginning with the 2007-08 school year. BA-1*, subject to revision when negotiations for 2007-08 are completed.
 10. Co-Curricular Assignments for 2006-07
Jennifer Lompart, Parent Liaison for TORCH Grant for the 2006-07 school year, stipend \$2,000.
 11. Co-Curricular Assignments for 2007-08
Amy Moeller, .5 TOSA stipend for Curriculum and Staff Development Coordination
Heather Ryden, 1.0 TOSA stipend for Curriculum and Staff Development Coordination
Scott Christensen, Assistant Boys/Girls Cross Country Coach
Laurie Sadowski, Cheer Team
 12. Additional 2007 Summer School Positions
Joan Lizaola, Minority Liaison for Targeted Services
Laura Hedelson, Summer Targeted Services Teacher
Judy Hefer, Summer Targeted Services Teacher
Eric Swan McDonald, High School Summer School Teacher
 13. Bridges to Kindergarten Program Teachers, 3.5 hours per day, during the period of 8/1/07 – 8/23/07, targeted services pay scale.
Sheri Senn (14 days), Lindsay Downs (6 days), Lahna Tran (10 days), Kari Winter (14 days), Ann Hehr (14 days), Amanda Schrader (14 days), Tari Atchison (14 days), Stella Gilbertson (14 days), Andrea Hopkins (14 days).
 14. 2007 Summer Music Program
Paul Beck, Summer Band Instructor, for up to 116 hours subject to student enrollment at an hourly rate based on lane/step.
Mary Williams, Summer Band Instructor, for up to 137 hours subject to student enrollment at an hourly rate based on lane/step.
Roger Jenni, Summer Band Instructor for up to 204 hours subject to student enrollment at an hourly rate based on lane/step.
Ethan Freier, Summer Band Instructor for up to 22 hours subject to student enrollment at an hourly rate based on lane/step.
Zachery Pelletier, Summer Orchestra Instructor for up to 44 hours subject to student enrollment at an hourly rate based on lane/step.
 15. Debra James, Early Childhood Special Education Teacher at Longfellow School, increase contract time from 0.5 to 1.0 FTE beginning with the 2007-08 school year, BA60-6*, subject to revision when negotiations for 2007-08 are completed.
- b. Leadership for Early Childhood Programs in Community Services Division.
* Mary Loven, Early Childhood Family Education Lead Teacher, 1610 annual hours, \$38,173.10, for the 2007-08 school year and subject to revision when negotiations for 2007-08 are completed.

* Carrie Duba, School Readiness Lead Teacher, 1610 annual hours, \$35,445.20, for the 2007-08 school year and subject to revision when negotiations for 2007-08 are completed.

c. Increase/Decrease in Hours and Transfers for Educational Assistants for 2007-08

Bridgewater Elementary

Sandra Anderson, decrease from 4.5 to 4.0 hours per day

Kristin Basinger, decrease from 6.75 to 6.0 hours per day

Martha Boughton, decrease from 6.75 to 6.5 hours per day

Greenvale Park Elementary

Jacquelyn Allen, increase from 7.0 to 7.25 hours per day

Mary Boyum, decrease from 8.0 to 7.62 hours per day

Theresa Brake, increase from 2.0 to 2.5 hours per day

Debra Kropf-Mastin, increase from 5.5 to 5.75 hours per day

Angela Nielsen, decrease from 5.25 to 4.5 hours per day

Brenda Ohaks, increase from 4.75 to 4.8 hours per day

Jane Streitz, decrease from 6.05 to 5.75 hours per day

High School

Janet Amundson, transfer from Middle School to High School, decrease from 7.8 to 7.0 hours per day

Elizabeth Brewer, increase from 6.5 to 7.0 hours per day

Longfellow

Shari Bridley, decrease from 6.4 to 6.2 hours per day (averaged to 5 days/week)

Joanne Larson, decrease from 4.8 to 2.8 hours per day (averaged to 5 days/week)

Yolanda Loken, decrease from 6.5 to 5.75 hours per day

Susan Nelson, decrease from 4.45 to 2.4 hours per day (averaged to 5 days/week)

Kathryn Stordahl, decrease from 6.4 to 6.2 hours per day (averaged to 5 days/week)

Andrea Waldock, decrease from 6.75 to 6.5 hours per day

Linda Wasner, decrease from 6.5 to 5.75 hours per day

Middle School

Theresa Findlay, add instructional 5.25 hours per day, decrease special ed from 7.0 to 2.25 for a total of 7.5 hours

Sibley Elementary

Colleen DeWall, decrease from 7.0 to 4.75 hours per day

Debra Edge, increase from 7.0 to 7.25 hours per day

Amber Iwanski, increase from 4.75 to 6.75 hours per day

Jane Johnson, increase from 5.25 to 7.25 hours per day

Bonnie Klamm, transfer from Middle School to 7.25 hours per day at Sibley Elementary

Emelyn Osborn, increase from 5.5 to 6.75 hours per day

Kim Tousignant, decrease from 7.25 to 7.00 hours per day

Sandra Valek, decrease from 7.0 to 6.75 hours per day

Martha Waddell, transfer from Middle School to 5.75 hours per day at Sibley Elementary

Lori Witt Macrae, increase from 7.25 to 7.5 hours per day

Increase/Decrease in Hours and FTE's for Other Employees

Linda Petricka, Food Service Associate III, decrease from 6.5 to 5.5 hours per day effective 7/1/07

Mary Vogt, Food Service Associate I, decrease from 3.5 to 2.35 hours per day effective 7/1/07

Shanessa Ceplecha, Food Service Associate I, increase from 3.5 to 3.75 hours per day effective 9/1/07

Jayne Tischler, Food Service Associate I, increase from 3.5 to 3.75 hours per day effective 9/1/07. This is in addition to her 3.75 hours per day Associate II position.

- d. Leaves of Absence
 - * Lindsay Downs, childcare leave from on or about September 19, 2007 through November 23, 2007.
- e. Contract with the Center for Human Resources for Employee Assistance Program from July 2007 – June 30, 2008 was approved.
- f. Retirements/Resignations/Discontinuance of Employment
 - Paul Ousley, Orchestra Director, resignation effective at the end of the 2006-07 school year.
 - Lori Malecha, Food Service Associate, resignation effective June 30, 2007.
 - Carmen Brooks, Secretary, discontinuance of employment effective June 14, 2007.
 - Angela Wittenwyler, ECSE Teacher, resignation effective June 26, 2007.
 - Christina Trump, Site Assistant, resignation with last day of work June 5, 2007.
 - April Haenni, Site Assistant, resignation with last day of work June 5, 2007.
 - Kathleen Bussert-Pleaschourt, resignation effective April 1, 2007.
 - Thomas Smith, Physical Education Teacher, resignation effective June 29, 2007.

*Lane placement subject to verification by the Professional Growth Committee

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

10. Construction Bids

- 1. The school board approved the low qualified bid in the amount of \$52,990 from Pine Bend Paving for projects at Longfellow, Sibley and the High School.
 - 2. The school board approved the low qualified bid in the amount of \$103,961 from Anderson Ladd for gym floor replacement at Greenvale Park and Sibley schools.
- All projects were approved in the 2007-08 capital facilities budget process.

VIII. Items for Information

1. Policy 630, District Web Page.

Administration presented Policy 630, District Web Page for review and comment. Over the next month, Board members and individuals may react to this policy. Discussion and final action by the School Board on this policy is scheduled for the August 13, 2007, regular School Board meeting.

IX. Future Meetings

Monday, August 13, 2007, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center

Monday, August 27, 2007, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center

- X. On a motion by Cirksena, seconded by Hager, the Board adjourned at 7:25 PM.

Katy Hargis, Clerk