

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

School Board Meeting  
September 24, 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. No one absent.
- II. Agenda Changes.  
The table file was added.
- III. Public Comment.  
There was none.
- IV. Approval of Minutes.  
On a motion by Smith, seconded by Stratmoen, the minutes of the Regular School Board meeting held on September 10, 2007, were approved.
- V. Announcements and Recognitions.
  - During the week of October 8, all buildings will be conducting safety drills - fire drills and stay put lock down and duck and cover lock down drills. Five of each are required during the school year.
  - There are approximately 30 students who have registered to use the Middle School Youth Center so far this fall.
  - The middle school has 486 students participating in fall athletics, which represents 52.5 percent of the student population. Several Middle School academic activities are also just getting underway. It's an exciting time at the middle school with students challenging their physical and intellectual abilities!
- VI. Items for Discussion and / or Reports
  1. Walk to School Day and Safe Routes to School Project  
Bill Ostrem and Dan Kust, members of the Northfield Non Motorized Transportation Task Force, presented a proposal to have the Northfield Middle School participate in the International Walk to School Day on Wednesday, October 3. Bill and Dan provided details of the Walk to School Day plan and also provided information about a possible Minnesota Department of Transportation grant to identify and promote safe routes to school.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. 2007 Payable 2008 Proposed Total Certified Tax Levy.  
On a motion by Hager, seconded by Cirksena, the Board approved certifying to County Auditor/Treasurers a 2007 payable 2008 total tax levy in the amount of \$13,848,503.68.
    2. Resolution Authorizing The Approval Of The Sale Of General Obligation School Building Refunding Bonds.  
On a motion by Hager, seconded by Berthelsen, the Board approved the Resolution Authorizing the Approval of the Sale Of General Obligation School Building Refunding Bonds; Covenanting and Obligating the District to be Bound By and to Use the Provisions of Minnesota Statutes, Section 126C.55 to Guarantee the Payment of the Principal and Interest on the Bonds. Voting 'yes' was Berthelsen, Hargis, Hager, Cirksena, Smith, Stratmoen and Nelson. No one voted 'no.'

3. Annual Report on Curriculum, Instruction and Student Achievement.

On a motion by Cirksena, seconded by Stratmoen, the Board approved the 2006-2007 Annual Report on Curriculum, Instruction and Student Performance as presented.

B. Items for Consent Grouping.

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

1. Personnel Items.

a. Appointments\*\*

1. Co-Curricular Assignments for 2007-08.  
Dan Meyers, 8<sup>th</sup> Grade Football Coach  
Ann Hehr, full-year overload = to .015 FTE  
Rich Guggisberg, Head Girls Softball Coach (no longer Assistant Girl's Softball Coach)
2. Kathleen Lockner, Grade 3 at Bridgewater, increase from .5 to 1.0 for the 2007-08 school year (contingency funding for 2007-08), beginning September 14, 2007 through June 5, 2008).
3. Dana Jans, KidVentures Site Leader, Greenvale Elementary. 28 Hours per week, starting September 25, 2007
4. Yolanda Loken, Longfellow Early Ventures. 6 hours per week, starting September 10, 2007. This is in addition to her current 28.75 hours as Educational Assistant at Longfellow.
5. Jessie Donahue, Longfellow Early Ventures. 14 hours a week, starting October 1, 2007.
6. Brenda Starin, Food Service Associate I at the High School. 18.75 hours a week (3.75 hours a day), starting September 24, 2007.

b. Decrease or Increase in Hours/Change in Assignment for Non-licensed and Licensed Staff

1. Andrea Waldoch, Educational Assistant, increase from 6.5 to 7.0 hours/day effective 9/11/07.
2. Amy Stowe, Office Specialist, increase from 5.0 to 7.0 hours/day beginning 9/17/07.
3. Shelia Sumner, ESL Educational Assistant, continue 3.0 hrs/day for TORCH grant, effective 9/4/07, for a total of 6.5 hrs/day.
4. Theresa Findley, Educational Assistant at the Middle School, transfer 5.25 Instructional EA hours to Special Ed EA hours for a total of 7.5 Special Ed hours.
5. Dawn Knutson, Special Ed Educational Assistant, add 1.0 hour/day for a total of 6.35 hours/day beginning September 18, 2007.
6. Cindy Keogh, Unpaid Administrative Leave of Absence from August 27, 2007- September 18, 2007; and unpaid Personal Leave of Absence from September 19, 2007- December 19, 2007.
7. Darrell Sawyer, 1 Social Studies Class overload, 2nd Semester only, with 1 supervision
8. Lisa Hovden, 1 Social Studies Class overload, 1<sup>st</sup> Semester only, no supervision
9. Jan Ensrud, 1 Spanish Class overload, 1<sup>st</sup> Semester only, no supervision
10. Christopher Howard, 1 Spanish Class overload all year, no supervision.
11. Linda Wilson, Education Assistant at Greenvale Park. Effective 9/17/07, moved from 4.17 hours a day supervisory and 2.83 hours a day instructional, to 5 hours a day supervisory and 2 hours a day instructional. There is no change in total hours.
12. Annie Oftedahl, Educational Assistant at Greenvale Park. Effective 9/17/07, an additional 30 minutes a day supervisory (for a total of 7.25 hours a day).
13. Theresa Brakes, Educational Assistant at Greenvale Park. Effective 9/17/07, reduced Supervisory from 2.5 hours a day, to 2 hours a day.

14. Reggie McDonald, 1 Math class overload all year, no supervision

c. TRA Part Time Teacher Program

The Board authorized participation for Shelly Hansen, Amy Moeller and Ellen Mucha in the TRA Part Time Teacher Program whereby the teacher who qualifies can personally purchase TRA service credit at no cost to the District.

d. Resignations

1. Jerilyn Wiederholt, Special Ed Educational Assistant, resignation effective 9/27/07.
2. Nicole Petterson, Site Leader/Site Assistant, resignation effective 9/28/07.
3. Sandra Anderson, Special Ed Educational Assistant, resignation effective 9/30/07.
4. Peggy Sheehy, Food Service Associate I, resignation effective 9/25/07.
5. Craig Sweet, Middle School part-time hourly Wrestling Coach.
6. Meara O'Neill, Student Site Assistant at Greenvale Park. Resigned effective 9/20/2007.

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

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

2. School Assembly Program.

The Board approved Sibley Elementary School's request for a school assembly on October 11 by Youth Frontiers. This program will be for all fourth and fifth graders and will focus on kindness. This program is part of Sibley's continuous improvement plan as it will help build a more positive school climate.

VIII. Items for Information

1. School Board Policies.

The Board Policy Review Committee presented the following policies for review and comment. Discussion and final action by the School Board on these policies is scheduled for the October 8, 2007, regular School Board meeting.

Policy 512	School-Sponsored Student Publications and Activities
Policy 518	Do Not Resuscitate / Do Not Intubate Orders

IX. Future Meetings

Monday, October 8, 2007, 7:00 PM, Regular School Board Meeting,  
Northfield High School Media Center

Monday, October 22, 2007, 7:00 PM, Regular School Board Meeting,  
Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Hargis, the Board adjourned at 8:30 PM.

Katy Hargis, Clerk