

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

School Board Meeting  
January 28, 2008  
Northfield High School Media Center

- I. Call to Order.  
Chairperson Kari Nelson called the regular meeting of the Board of Education of Independent School District 659 to order at 7:05 p.m. No one was absent.
- II. Agenda Changes.  
The table file was added.
- III. Public Comment.  
Kathleen Doran-Norton lives in Bridgewater Township and serves on the Bridgewater Township Board. She requested that the Board seriously consider composting the garbage collected from the school kitchens. She distributed to the Board a newspaper article from the January 20, 2008, Metro Star Tribune regarding how school composting is growing dramatically in the metro area.
- IV. Approval of Minutes.  
On a motion by Cirksena, seconded by Berthelsen, the minutes of the Organizational School Board meeting held on January 14, 2008, were approved. And then on a motion by Hargis, seconded by Stratmoen, the minutes of the Regular School Board meeting held on January 14, 2008, were approved.
- V. Announcements and Recognitions.
  - To China and Back with Gao Hong was excellent and well attended on January 26. The Northfield Rotary Club and Community Services co-sponsored this New Year celebration The High School Chinese class also participated.
  - Smith reported that the Music Listening Team is going to State.
  - Occurring simultaneously with the School Board meeting was the Chamber Music Concert.
- VI. Items for Discussion and / or Reports
  1. MN Summit on Youth Development Presentation.  
A 10-minute DVD profiling youth development efforts in Northfield was shown to the Board of Education. Senior Tom Pokorney, representing the Mayor's Youth Council, introduced the presentation. This program was shown during the opening plenary session at the MN Summit on Youth Development in December. The Summit was sponsored by the MN Alliance with Youth and the MN Department of Education.  
  
Senior Claire Carlson, also a member of the Mayor's Youth Council, announced to the School Board that Northfield had been named one of the 100 best communities for young people by America's Promise Alliance, a foundation started by General Colin Powell. The competition identifies communities across the country that have made the well-being of young people a top priority. Each member on the Council completed a portion of the application, which took two months to complete. Other Minnesota communities honored included St. Paul, Mankato/North Mankato, St. Louis Park and Landfall.
  2. 2007-2008 Revised Budgets.  
Revised budgets for 2007-08 were presented in preparation for the February general fund forecast and the 2008-09 budget planning. Both revenue and expenditure budgets are adjusted where needed to better forecast our year-end position and to help budget managers monitor their plans and activities.

VII. Superintendent's Report

A. Items for Individual Action

1. Thursday's Table (Community Meals Project) Memorandum of Agreement.

On a motion by Hager, seconded by Smith, the Board approved the Memorandum of Agreement between the Northfield Public Schools, the City of Northfield, the Community Action Center and Thursday's Table for the Community Meals Project, as presented.

2. School Board Policies.

On a motion by Smith, seconded by Stratmoen, the Board approved the following policies as presented.

Policy 527	Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches
Policy 614	Mandated Testing
Policy 615	Testing Accommodations, Modifications, and Exemptions for IEP, Section 504 and ELL Students
Policy 619	Staff Development For Standards

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. Project Lead the Way.

The Board approved moving forward with an application for partnership with Project Lead the Way in an effort to move courses in the High School's Industrial Technology department toward a more formal pre-engineering focus.

2. Student Teaching Agreement with Minnesota State University, Mankato.

The Board approved an up-to-date agreement with Minnesota State University, Mankato in order to continue to place student teachers in our School District.

3. Personnel Items.

a. Appointments\*\*

1. Deborah Seitz, Targeted Services Teacher at Greenvale Park for 3.0 hours per week, from January 7, 2008 – May 22, 2008, \$26.52 per hour.
2. Collette Carras, Supervisory Educational Assistant – Copy Center at the Middle School for 16.0 hours per week beginning January 23, 2008. Class I, step 1. There are no benefits with this position.
3. Michelle West, Food Service Associate I at Bridgewater for 3.0 hours per day beginning January 23, 2008, \$12.27 per hour. There are no benefits with this position.
4. Kathryn Johnson, ECFE Early Childhood Teacher at the NCRC and Greenvale Park for up to 12.0 hours per week, up to 160 days per year, beginning January 28, 2008, \$21.59 per hour. There are no benefits with this position.
5. Cory Johnson, Special Ed Educational Assistant at Bridgewater for 7.0 hours per day beginning January 23, 2008, Class III, step 1.
6. Co-Curricular Assignments  
Dan Meyers, Assistant Boys Baseball Coach  
Tina Dokken, Boys/Girls Golf Assistant  
Christopher Howard, one extra class (Spanish) second semester, no supervision  
Shari Setchell, Three Act Play – Spring
7. Joan Lewis-Osborne, long-term substitute Social Studies at the High School from January 28, 2008 – June 5, 2008, pending issuance of MN teaching license, BA-0.

- b. Increase/Decrease in Hours/Change in Assignment for Staff
  - 1. The following Educational Assistants at Early Childhood Family Education will work hours in both Class I and Class II. Karen Bublitz, Katherine Clarke, Arlene Tuma, Diane Wendt.
  - 2. Elizabeth Stahly, Site Assistant, reduce hours from 23.5 to 14.25 hours per week.
  - 3. Julie Biwer-Bekhechi, transfer from High School/Middle School to High School, effective January 23, 2008.
- c. Leaves of Absence
  - 1. Debra Edge, FMLA leave from February 4, 2008 through approximately March 7, 2008.
- d. Retirements/Resignations
  - 1. Allen Sauter, Greenvale Park Custodian Engineer, retirement effective February 9, 2008. Mr. Sauter has worked for the district for 13 years.
  - 2. David Lynch, High School Guidance Counselor, resignation effective Tuesday, July 2, 2008.
  - 3. Jessica Schmitt, Site Assistant, resignation with last day of work to be February 1, 2008.

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

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

VIII. Items for Information

- 1. Minnesota Administrators for Special Education (MASE) 2008 Legislative Platform.
- 2. MCEA 2008 Legislative Platform.

IX. Future Meetings

Monday, February 4, 2008, 7:00 PM, Finance Advisory Committee, District Office Conference Room

Monday, February 11, 2008, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, February 25, 2008, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Smith, the Board adjourned at 8:15 PM.

Katy Hargis, Clerk