

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
April 14, 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.
There was no one.
- IV. Approval of Minutes.
On a motion by Cirksena, seconded by Berthelsen, the minutes of the Regular School Board meeting held on March 10, 2008, were approved.
- V. Announcements and Recognitions.
 - Six Northfield High School students received the "Serve and Learn" award at the National Service Learning Conference. They are Stephanie Calderon, Claire Carlson, Phoebe Currier, Mauricio Lozada, Tom Pokorney and Siri Thompson. Two home school students also received the award – they are Rachel and Naomi Miessler.
 - Two TORCH students received Centro Campesino scholarships; Pepe Pano Mena, who will graduate this spring, will be entering an aviation mechanics program this fall through Minneapolis Community Technical College. And Ivan Ortiz, who graduated in January, and started second semester at Inver Hills Community College to get his AA degree and would eventually like to be a counselor.
 - Raider Speech had a successful evening at the Section 1AA Speech Tournament. Eight individuals qualified for Section Finals and two qualified to compete at State. The two competing at State will be: Kayla Davies, who placed second in Serious Poetry, and Lindsay Marosi, who took first place in Discussion. This is the fifth consecutive year that Raider Speech team members have qualified for State! The Raiders are coached by Jody Saxton West, Elisabeth Granquist, and Laura Kauffman.
 - Northfield Middle School Visual Arts Teacher John Bade is one of 10 finalists from the 28 semifinalists for the 2008 Minnesota Teacher of the Year! However, due to John's medical condition, he has withdrawn from the competition.
 - Congratulations to eighth grader Evan Walser-Kuntz on his fabulous performance in the State Geography Bee on April 4th. Evan made it to the final 10 contestants and finished 7th out of 100 students from all across Minnesota. Darrell Sawyer is the Geography Bee Advisor.
 - Sixth grade Team One is proud to congratulate the following sixth graders for advancing to the State History Day competition: Mady Brennan and Abby Roberts, and Carson Canedy and Bennett Falck both advanced in the group documentary category. Dave Kreis advanced in the individual documentary category, and Ian Iverson advanced in the individual performance category. Seventh grader Sara Ludewig also advanced to Sate History Day with her documentary project. Both Nathan Berthelsen and Alex Hansen received an Honorable Mention for their projects.
- VI. Items for Discussion and / or Reports
 1. Proposed 2008-09 Debt Service Budget.
The proposed Debt Service Budget was presented by Tom Stringer, Director of Business Affairs. The Debt Service Fund accounts for the School District's outstanding bonded indebtedness for past building construction and major capital projects. The proposed budget

will produce an annual, planned surplus of approx. \$116,000. No action was required by the Board.

2. Proposed 2008-09 Trust Fund Budget.

The Trust Fund Budget was also presented. The Trust Fund accounts for the money placed in trust with the district for specified purposes. The majority of the activity is for student scholarships. No action was required by the Board.

VII. Superintendent's Report

A. Items for Individual Action

1. Resolution Discontinuing and Reducing Educational Programs and Positions.

On a motion by Berthelsen, seconded by Cirksena, the Board unanimously approved the Resolution Discontinuing and Reducing Educational Programs and Positions as follows.

<u>FTE</u>	<u>Subject</u>	<u>Building</u>
0.1 FTE	FACS	High School
0.2 FTE	Foreign Language – Spanish	High School
0.15 FTE	FACS	Middle School

2. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.

The Board agreed to recess into a closed session to discuss this issue at the conclusion of the agenda.

B. Items for Consent Grouping.

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

1. Financial Reports – February 2008.

The Board approved paid bills totaling \$1,318,104.24, payroll checks totaling \$1,859,031.58 and the financial reports for February 2008. No Bond fund payments were made in February.

2. Prepare documents and solicit bids for bus loading, parking lot modifications and access to Greenvale Park Elementary School.

For 2008-09 the Capital committee has prioritized the correcting of deficiencies and improving traffic flow for cars and buses at Greenvale Park Elementary School. The Board:

- Approved the contract with Bohlen Surveying & Associates for \$5500 to prepare a survey of the Greenvale Park Elementary site as required by the City of Northfield before they will approve permits.
- Approved soliciting bids for the reconfiguration of the parking lot and bus loading area including an alternate bid for replacement of the bridge.
- Approved Inspec Engineering preparing construction documents (\$8000) and performing construction administration (\$6000).

3. Grant Applications / Acceptance.

Grant Applications Approved by Board:

- Community Services, Hand in Hand Preschool and ECFE Family School are requesting 200 books from the Southern Minnesota Initiative Foundation to be used during a parent event to be held in the fall.
- Community Services in collaboration with Bridgewater, Greenvale Park and Sibley Elementary Schools are requesting a \$15,841.00 grant from the Northfield Area United Way for the Bridges to Kindergarten program, a three week program providing instruction in school readiness skills.
- The School District's Targeted Services, the TORCH grant, the Community Services youth program, recreation and Connected Kids Mentoring project, the Healthy Community Initiative and the Northfield Area Family YMCA are all collaborating on the summer program called

Summer PLUS and requesting a \$39,500 grant from the United Way. The program will provide extended enrichment and recreational programming that will extend the day for students enrolled in the summer Targeted Services at the elementary and middle school levels.

- The Sibley Elementary School PTO wishes to replace the 25-year-old, outdated playground with updated equipment that will meet the needs of the growing student population at Sibley School. They are requesting \$7,050 from WINGS and \$5,000 from the Grace Whittier Fund.

Grant Accepted by Board:

- Northfield Middle School has received a \$2500 grant from Healthy Community Initiative to train four teachers to coordinate the “Where Everyone Belongs” Boomerang Project. The teacher trainers will then train 70 seventh and eighth grade students to be student leaders for this 6th grade orientation day and four to six social and academic events throughout the school year.

4. Lease Agreement for Northfield Gymnastics Club.

Approved the lease agreement between the Northfield Gymnastics Club and the Northfield Public Schools for the time period July 1, 2008 through June 31, 2010. This Agreement allows the Northfield High School Gymnastics Team to use the Gymnastics Club’s facility for 60 practices and 8 competitions per school year. The cost is \$5,750 per year, which is no increase from the previous Agreement that was approved beginning with the 2005-2006 school year.

5. Personnel Items.

a. Appointments**

1. Flavia Berg, long-term substitute ECFE Early Childhood Teacher for up to 10 hours per week from April 8, 2008 through June 6, 2008, \$20.96 per hour. There are no benefits with this position.
2. Sandra Dockstader, long-term substitute Special Ed Educational Assistant PCA at NCRC from March 14, 2008, through April 25, 2008, Class III, step 2. There are no benefits with this position.
3. Sandra Reiman, Site Specialist for Sibley School, approximately 20 hours per week, 40 weeks per year, beginning March 31, 2008, \$12.42 per hour, pro-rated benefits.
4. Mary Quick, long-term .54 Art Teacher at Sibley beginning April 2, 2008 through June 6, 2008, BA lane, step 6. There are no benefits with this position.
5. Rachel Jones, long-term substitute ECFE Educational Assistant, Class I and Class II, for up to 12.0 hours/week, beginning April 8, 2008 and extending for 4 weeks. There are no benefits with this position.
6. Cheryl Barnes, long-term substitute .3 GATES Teacher at Greenvale Park from April 7, 2008, through June 5, 2008, BA+60 lane, step 7. There are no benefits with this position.
7. Amy Christianson, long-term substitute ESL Teacher at the High School from April 10, 2008 through June 5, 2008. BA lane, step 6. There are no benefits with this position.
8. Megan Proft, Community Services Enrichment Coordinator beginning April 21, 2008, for 240 days/48 weeks per year, at a salary of \$37,980/year to be pro-rated for 2007-08.
9. Co-Curricular Assignments
Eric Cameron, Middle School Assistant Track Coach
Joe Budish, 6th-8th Grade Assistant Track Coach
Nicole Krenzel, Middle School Boys Tennis Coach
Josh Holm, part-time Assistant Middle School Wrestling Coach (Hourly)
Doug Davis, one extra class 4th Quarter.
Glen Lloyd, 6th-8th Grade Track Coach
10. Corrine Oian, Middle School Guidance Counselor for the 2008-09 school year only, MA lane, step 1.
11. Jill Heasley, High School Guidance Counselor beginning August 25, 2008, MA lane, step 0, pending the granting of a license from the Minnesota Board of Teaching.

12. Darcy Monroe, Administrative Support Assistant at Bridgewater Elementary School, beginning April 24, 2008, Class IV, step 3.

- b. Increase/Decrease in Hours/Change in Assignment for Staff
 1. Yolanda Loken, Special Ed Educational Assistant, increase of .75 hour beginning March 14, 2008 through the end of the school year to accompany student on bus.
 2. Brienne Clark, Early Ventures Site Assistant, increase from 37.0 to 38.5 hours per week, beginning April 1, 2008.
 3. Tami Brings, Site Assistant at Longfellow, increase from 27.25 to 40.0 hours per week, beginning April 1, 2008.
 4. Jessica Donahue, Site Assistant at Longfellow, increase from 31.0 to 36.25 hours per week beginning April 1, 2008.
 5. Victoria Cortes, Site Assistant at Longfellow, increase from 21.5 to 37.25 hours per week beginning April 1, 2008.
 6. Elizabeth Stahly, Site Assistant at Longfellow, increase from 19.75 to 23.0 hours per week beginning April 1, 2008.
 7. Carlos Rada, Jr., add 1.0 hour per day as Special Ed Educational Assistant at Middle School beginning April 14, 2008, through June 5, 2008.

- c. Leaves of Absence
 1. Joanne Larson, leave of absence from March 14, 2008 to April 28, 2008.
 2. Dana Jans, childcare leave of absence from July 1, 2008 through August 31, 2008.
 3. Susan Mattice, intermittent FMLA leave beginning March 6, 2008.
 4. Katie Valek, FMLA childcare leave of absence from on or about July 18, 2008 through September 2, 2008.

- d. Retirements/Resignations
 1. Susan Hagen, Sibley 1st Grade Teacher, retirement effective June 5, 2008. Ms. Hagen has taught in the Northfield School District for 34 years.
 2. Nancy Pillsbury, High School Business Ed Teacher, retirement effective March 31, 2008. Ms. Pillsbury has been with the district since 1974.
 3. Yolanda Loken, resignation from Early Ventures hours at Longfellow due to increase in EA hours.
 4. Alison Boran, Early Ventures Site Assistant, resignation with last day of work March 28, 2008.
 5. Lindsay Rimpila, Administrative Assistant at Bridgewater, resignation effective April 2, 2008.
 6. Nate Basinger, resignation from 6th-8th Grade Assistant Track Coach
 7. Shanessa Ceplecha, Food Service, resignation with last day of work April 4, 2008.

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

6. Solicit Bids for Data Wiring at Sibley and Bridgewater Elementary Schools.
For 2008-09, the Capital committee has prioritized the total rewiring of the data infrastructure at Sibley and Bridgewater (computer data connectivity to building and district networks and applications, Internet, etc.). The existing out-dated wiring will be pulled out, and IEEE Category 6 wiring will be run to all classrooms, offices and instructional areas. The Board approved soliciting bids for the rewiring of Sibley and Bridgewater.

VIII. Items for Information

1. High School Senior Obligations.

As requested by the Board, the high school administration presented further information on how high school seniors and their families will meet their obligations to pay for any outstanding fees, fines or bills prior to graduation.

2. School Board Policies.

The Board Policy Review Committee presented the following policies for review and comment. Over the next several weeks, Board members and individuals may react to these policies. Discussion and final action by the School Board on these policies is scheduled for the April 28, 2008, regular School Board meeting.

Policy 515.2	Access to Students and Student Records by Custodial and Non-Custodial Parents
Policy 644	Community Resource Persons
Policy 646	Due Process Hearing Procedural Safeguards for Parents/Guardians of Handicapped Children with Disabilities
Policy 652.1	Reconsideration of Textbooks and Instructional Materials

3. Enrollment Reports – March 2008 and April 2008.

4. Spring Parent-Teacher Conferences.

	<u>2008</u>	<u>2007</u>
High School	40%	40%
Middle School	59%	58%
Bridgewater	97%	99%
Greenvale Park	92%	95%
Sibley	97%	98%

Hargis raised the concern that the high school's statistic was very poor and that it should be discussed. Are parents communicating directly with the teachers and therefore do not feel the need to attend spring parent-teacher conferences?

5. Northfield Healthy Community Initiative Annual Report.

As presented in the Annual Report, there are many programs, services and initiatives in the community that are the result of HCI's work, which directly impact the students in the Northfield schools.

The Board recessed into a closed session at 7:50 PM. The Board reconvened at 8:45 PM and took the following action.

Resolution for Termination and Non-Renewal of Probationary Licensed Staff.

On a motion by Cirksena, seconded by Hager, the Board unanimously adopted the Resolution related to the termination and non-renewal of teaching contracts of the probationary licensed teachers listed below effective at the end of the 2007-08 school year.

<u>Name</u>	<u>Position</u>	<u>FTE</u>
Alison Flugum	Grade 3/5 Companeros	1.0 FTE
Rebecca Klamert	Spanish Teacher	1.0 FTE
Zachery Pelletier	Orchestra	1.0 FTE

IX. Future Meetings

Monday, May 12, 2008, 7:00 PM, Regular School Board Meeting, Northfield HS Media Center

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