

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
April 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. Cirksena 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 Stratmoen, seconded by Hargis, the minutes of the Regular School Board meeting held on April 14, 2008, were approved.
- V. Announcements and Recognitions.
 - Congratulations to all the sixth grade Physical Education students who collected donations for the middle school's Hoops for Heart program. This year \$1,794.00 was collected. All of this money will be donated to the American Heart Association. This was the middle school's seventh year participating, and with this year's money, the middle school is just short of raising \$20,000.
 - Greg Sumner, Occupational Therapist and Assistive Technology Specialist for the district received the "Excellence in Assistive Technology" award from the MN STAR program on April 15 at the State Capitol Rotunda. Greg was recognized in the advocate category.
 - The Knowledge Bowl team competed at the State Meet in Brainerd April 17-18. They finished 12th of 24. Their advisor is Troy Cohrs.
 - The High School Student Council, together with teacher Sam Wold and other staff members, raised over \$3700 in their Staff/Senior basketball game on April 15. Proceeds from that game will be given to John Bade, MS Art Teacher and Relay for Life to assist in the fight against cancer.
 - 525 students and their guests attended the High School Prom on Sat, April 19 at The Grand in Northfield. A \$3 donation at the door of the Grand March in the afternoon will be given to a local charity still to be determined. The Junior Class advisor and Prom coordinator is Ray Coudret.
 - Two student organizations have contributed funds to the Northfield Community Action Center's Food Shelf during the March Food Share drive. SLAM – Student Leaders Always Moving at the Middle School raised \$48.25. And, Soy Scents Candles – a project of the Area Learning Center – contributed \$326.40. In fact, the Soy Scents Candles project supports the Food Shelf throughout the year.
- VI. Items for Discussion and / or Reports
 1. Professional Learning Communities Impact on Teaching and Learning.
Curriculum and Staff Development Coordinators Amy Moeller and Heather Ryden and Teachers Anne Erickson (Sibley), Krista Betcher (Middle School) and Ray Coudret (High School) described the formation and implementation of professional learning communities and their impact on helping building staffs to focus on enhancing teaching and learning for their students.

2. Potential Need for Additional ESL Staff to Address Student Needs.

Director of Student Services Dr. Gary Lewis presented to the Board specific information about the District's current English as a Second Language (ESL) population, class sizes and academic performance of the ESL students on NCLB testing. Test data demonstrated that while our students as a whole ranked significantly above state averages in both reading and mathematics, the District's ESL students performed significantly below the average of other ESL students across the state in both areas. Specific information about the growing achievement gap between ELL students and other District students as well as recent notification by the Department of Education that the District has been cited for over-identifying minority students for special education programs was also shared with the Board. Serious concerns were expressed about the District's ability to adequately support these students and increase their academic proficiency with existing staffing levels. Failure to address these concerns, places both individual buildings and the District in jeopardy of entering the "needs improvement" category and facing significant state and federal sanctions. These concerns led the District to provide the School Board with specific recommendations for immediate staffing increases and increased latitude to modify ESL practices while the District continues to study Companeros and ESL programming next year. (See item #4 under Items for Individual Action.)

3. Proposed 2008-09 Dental Budget.

Director of Business Affairs Tom Stringer presented the proposed 2008-09 Self-Insured Dental Budget. The District's strategy to switch to a self-funded model in 2005-06 has continued to provide the District with reserves that have stabilized costs to both the District and employees. The District is not proposing a rate increase for 2008-09. No Board action was required at Monday's meeting.

VII. Superintendent's Report

A. Items for Individual Action

1. Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence.

On a motion by Hargis, seconded by Berthelsen, the Board unanimously approved the Resolution Proposing to Place Tenured Licensed Staff on Unrequested Leave of Absence as follows:

<u>Name</u>	<u>Position</u>	<u>FTE</u>
Kathleen Hoffmann	FACS Teacher	.45 FTE

This action was taken with the understanding that Kathleen Hoffmann would be offered a 0.2 FTE contract for the 2008-09 school year as a FACS Teacher.

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

On a motion by Smith, seconded by Stratmoen, the Board unanimously adopted the Resolution related to the termination and non-renewal of teaching contracts of the following probationary licensed teachers effective at the end of the 2007-2008 school year.

<u>Name</u>	<u>Position</u>	<u>FTE</u>
Stephanie Grundman	Title Teacher	0.5
Sarah Kriegler	Title Teacher	0.5

3. School Board Policies.

On a motion by Stratmoen, seconded by Berthelsen, the Board approved the following policies as presented:

Policy 515.2	Access to Students and Student Records by Custodial and Non-Custodial Parents
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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

4. ESL Staffing.

On a motion by Stratmoen, seconded by Smith, the Board authorized the addition of two 1.0 FTE ESL instructors.

5. Leave of Absence Request Recommended for Denial for 2008-09.

On a motion by Berthelsen, seconded by Stratmoen, the Board on a 5 to 1 vote denied Dawn O'Neill's 0.05 leave of absence request without pay for the 2008-09 school year from 0.8 contract position. Voting 'yes' were Berthelsen, Hager, Smith, Stratmoen and Nelson. Voting 'no' was Hargis.

B. Items for Consent Grouping.

Dawn O'Neill's Leave of Absence request (B3e1) was pulled from the Consent Agenda by Hargis. See item #5 under Items for Individual Action.

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

1. Student Activity Account.

The Board approved the transferring of money from the Baseball Student Activity Account into a payroll account to cover the cost of a stipend for the work with the baseball team provided by Michael Schlottmann. No school funds will be used to pay this stipend.

2. Grant Acceptance.

- Northfield Middle School has received a \$3100 grant from the Grace Whittier Fund for the "Where Everyone Belongs" Boomerang Project.

3. Personnel Items.

a. Appointments**

1. Community Services Instructors for Summer 2008
2. Michelyn Baker, Special Ed Educational Assistant for 4.5 hours per day, from April 28, 2008 through June 5, 2008, Class III, step 1. There are no benefits with this temporary position.
3. Katherine (Kate) Andresen, English as a Second Language Teacher at Bridgewater Elementary School beginning with the 2008-09 school year, pending granting of a Minnesota ESL teaching license, BA lane, step 1.
4. Tracy Closson, Auxiliary/Grounds Custodian, beginning April 25, 2008, step 3 of the wage scale for Custodians (step 3 continues for 2008-09).
5. Sarah Murtinger, Custodian at Bridgewater/Greenvale/Middle School beginning May 12, 2008, pending CSMR screening results, step 2 of the wage scale for Custodians.
6. Beverly Draheim, Custodian at the High School beginning May 26 2008, pending CSMR screening results, step 2 of the wage scale for Custodians.
7. Heidi Rusch, Recreation Intern for Community Services Division from May 19, 2008 through August 29, 2008, \$13.08 per hour. There are no benefits with this temporary position.
8. 2008 Summer Maintenance Workers
 - James Lewis, May 19, 2008 – late August 2008, \$9.75 per hour.
 - Emily Peterson, May 5, 2008 – late August 2008, \$9.50 per hour.
 - Michael Schlottmann, June 9, 2008 - late August 2008, \$10.00 per hour.

Jared Stowe, June 3, 2008 through late August 2008, \$9.25 per hour.

Alex Warner, May 15, 2008 – October 2008, \$9.25 per hour.

- b. Increase/Decrease in Hours/Change in Assignment for Staff
 1. Vanessa Grave, Supervisory Ed Assistant at Longfellow, decrease from 8.75 hours/week to 3.5 hours/week from April 25, 21008 – June 5, 2008.
 2. Kiersten Bielenberg, Phy Ed Teacher, add 90 minutes/week for DAPE at the High School from April 19, 2008 through June 5, 2008.
 3. Neivis (Mike) Martinez, classification change from Light Custodian to Custodian beginning May 1, 2008.
 4. Dennis Piper, transfer from Custodian position at Bridgewater/Greenvale Park/Middle School to District Mail/Custodian position effective April 29, 2008, step 2 of the wage scale for Custodians.

- c. Voluntary Reduction in Contract Time
 1. Debra Reynolds High School Science Teacher, voluntary reduction from 1.0 to .6 FTE beginning with the 2008-09 school year.

- d. Leaves of Absence Requests Approved for 2008-09
 - Amy Moeller, 0.5 leave of absence without pay for the 2008-09 school year.
 - Brian Stevens, 0.2 leave of absence without pay for the 2008-09 school year.
 - Kevin Dahle, 1.0 leave of absence without pay from January 1, 2009 through June 5, 2009.
 - Kristen Johnson, 0.5 leave of absence without pay for the 2008-09 school year.
 - Deborah Winkelman, 0.2 leave of absence without pay for the 2008-09 school year.
 - Ellen Mucha, 0.2 leave of absence without pay for the 2008-09 school year.
 - Angie Ekern, 0.3 leave of absence without pay for the 2008-09 school year.
 - Katy Schuerman, 0.4 leave of absence without pay for the 2008-09 school year.
 - Lisa Weis, 0.5 leave of absence without pay for the 2008-09 school year.
 - Amanda Sieger, 0.5 leave of absence without pay for the 2008-09 school year.
 - Ann Hehr, 0.2 leave of absence without pay for the 2008-09 school year.
 - Allison Meidt, 1.0 leave of absence without pay for the 2008-09 school year.
 - Elizabeth McLaughlin, 1.0 leave of absence without pay for the 2008-09 school year.
 - Amanda Tracy, 1.0 leave of absence without pay for the 2008-09 school year.
 - Katherine Norrie, 0.4 leave of absence without pay for the 2008-09 school year.
 - David Bly, 1.0 leave of absence without pay for the 2008-09 school year.

- e. Leave of Absence Request Denied for 2008-09
 1. Terry Heil, 1.0 leave of absence without pay for the 2008-09 school year.

- f. Continuing Job Share Arrangements
 1. Continue job share arrangement for Gail Kohl (.75 FTE) and Connie Nelson (.25 FTE) for the 2008-09 school year.

- g. Change in Building Locations for 2008-09
 - Marilynne Neuville, from Middle School/High School to Middle School
 - Steven Beaulieu, from Middle School/High School to High School
 - Judi Vitito, from Middle School to Sibley
 - Anne Jarvis, from Sibley to Middle School

- h. Retirements/Resignations
 1. Eric Swan McDonald, resignation effective at the end of the 2007-08 school year.

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2. Bonnie Austin, Connected Kids LINK position at Greenvale Park, resignation effective April 17, 2008.
 3. Karen Adams, Food Service Worker, resignation effective May 8, 2008.
 4. Tom Sola, High School Special Education Teacher, retirement effective at the end of the 2007-08 school year. Mr. Sola has taught in the District for ten years.
- i. Professional Services Contract Between Northfield Public Schools and Susan Sanderson was approved to execute the TORCH grant received from the Department of Higher Education and the Office of Juvenile Justice to work with Northfield Latino students and first generation college students in grades 6-8.

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

4. Solicit Bids For Supplying Milk And Dairy Products For 2008-09 School Year
The Board approved the school district soliciting sealed bids for milk and dairy products for next school year. Companies may bid both ways – milk containing rBGH and milk that does not contain rBGH. Bids will be opened May 30, 2008.

5. Grant Requests / Grant Received.

- The Hand in Hand Preschool is requesting a \$2150 grant from the Target Foundation to support early literacy home visits with all Hand in Hand students.
- Three third grade classrooms at Greenvale Park (Becker, Johnson and Torbenson) are requesting a \$2500 K-12 challenge grant from the MN State Arts Board. (Due to the timing of this grant request, it initially was approved by Superintendent Richardson.)
- The Northfield High School RALIE program received a MSHSL Foundation Grant totaling \$2,500.

VIII. Items for Information

1. Child Nutrition Employee Appreciation Week is the week of May 5 -9. We express our deep appreciation to these valuable employees and commend them for their good work on behalf of our children.
2. School Board Member Paul Hager announced that he will not be running for re-election to the School Board in November. He will be running for Mayor of the City of Northfield.

IX. Future Meetings

Monday, May 12, 2008, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center
Tuesday, May 27, 2008, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center
Saturday, May 31, 2008, 5:30 PM, Graduation, Memorial Field
Monday, June 9, 2008, 7:00 PM, Regular School Board Meeting,
Northfield High School Media Center

- X. On a motion by Berthelsen, seconded by Smith, the Board adjourned at 9:10 PM.

A closed negotiations strategy session followed.

Katy Hargis, Clerk