

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

School Board Meeting  
August 11, 2008  
Northfield High School Media Center

- I. Call to Order.  
Vice Chairperson Noel Stratmoen called the regular meeting of the Board of Education of Independent School District 659 to order at 7:00 p.m. Hager and Nelson were 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 Cirksena, the minutes of the Regular School Board meeting held on July 14, 2008, were approved.
- V. Announcements and Recognitions
  - Today – August 11 – was the first day of practice for co-curricular activities.
  - Cirksena thanked the Northfield News for the measured and informative coverage of AYP.
- VI. Items for Discussion and / or Reports
  1. AYP Test Scores.  
Superintendent Dr. Chris Richardson provided the Board with an overview of the MCA data and what it means for the Northfield School District. Students in the Northfield School District outperform the state in math and reading, except at the ALC.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. Resolution Providing for Public Hearing on Property Tax Levy.  
On a motion by Berthelsen, seconded by Hargis, the Board unanimously adopted the Resolution Providing for Public Hearing on Property Tax Levy on Tuesday, December 2, 2008, at 7:00 p.m. in the Media Center at Northfield High School for the purpose of holding a public hearing on the school district's 2008 payable 2009 property tax levy. Voting 'yes' was Berthelsen, Hargis, Cirksena, Smith, and Stratmoen. No one voted 'no.' Hager and Nelson were absent.
    2. Award of Dental and Group Health Renewals for September 1, 2008.  
On a motion by Cirksena, seconded by Berthelsen, the Board unanimously adopted the following resolution: RESOLVED, that the School Board of Independent School District No. 659 continue Delta Dental's plan to provide self-funded Dental Insurance for a 12 month period from September 1, 2008 to August 30, 2009 at the following rates:
      - Single: \$38.07 per month
      - Family: \$112.21 per month(Included in the rates are administration fees of \$6.35 per employee per month.)  
Voting 'yes' was Berthelsen, Hargis, Cirksena, Smith and Stratmoen. No one voted 'no.' Hager and Nelson were absent.  
  
On a motion by Berthelsen, seconded by Hargis, the Board unanimously adopted the following resolution: RESOLVED, that the School Board of Independent School District No. 659 accept the BCBS proposal to provide Health Insurance for a 12 month period from September 1, 2008 to August 30, 2009 at the following rates:

\$1,000/3,000 CMM (Comprehensive Major Medical) Plan  
Single: \$ 444.50 per month  
Family: \$1,203.50 per month

\$500/1,000 CMM Plan  
Single: \$ 487.50 per month  
Family: \$1,321.00 per month

\$1,500/3,000 CMM with Health Reimbursement Account (HRA)  
Single: \$ 441.00  
Family: \$1,193.50

Voting 'yes' was Berthelsen, Hargis, Cirksena, Smith and Stratmoen. No one voted 'no.'  
Hager and Nelson were absent.

3. Transportation Contract with Benjamin Bus for 2008-09.

On a motion by Smith, seconded by Cirksena, the Board approved the School Bus Transportation Contract with Benjamin Bus Inc for 2008-09.

B. Items for Consent Grouping.

On a motion by Smith, seconded by Cirksena, the Board approved the following items listed under the Consent Grouping with the understanding that a Memo of Understanding would be included with the Facility Use Agreement with Rejoice Lutheran Church for the time period July 1, 2008 through June 30, 2009 time period. See item #2 below for details.

1. Professional Service Agreement with OMADA, Inc.

The School Board renewed the "Professional Service Agreement with OMADA, Inc" in the amount of \$30,000 to provide chemical health intervention and prevention services for 2008-09 school year. Services are provided at the Northfield High School and the Northfield Area Learning Center. The contract amount is the same cost as last year.

2. Facility Use Agreement with Rejoice! Lutheran Church.

The facility use agreement with Rejoice! Lutheran Church for the time period between July 1, 2008 and June 30, 2009 was approved with the provision that a Memo of Understanding be created that stipulates that since April 10, 2009 is a school day, the School District reserves the right to move the location of the Church's Good Friday Service to a different location in the School District than what is stipulated in the Facility Use Agreement (Northfield High School Auditorium).

3. Community Services Advisory Council Appointments.

The following list of new and returning members on the Community Services Advisory Council was approved. The Community Services Council appointments are for three years (9/08-8/11).

New Members:

Craig Ellingboe, Vanessa Grave and David Wolff

Members returning for second 3-year terms:

Mary Bleckwehl and Sarah Forster

4. Personnel Items.

a. Appointments\*\*

1. Sarah Kriegler DuChene, 0.5 FTE long-term Substitute Grade 4 Teacher at Bridgewater for the 2008-09 school year, BA-3.
2. Rose Turnacliff, 0.4 FTE long-term substitute English Language Arts Teacher at the Middle School for the 2008-09 school year, MA-10. This is in addition to her regular .6 FTE.

3. Elizabeth Ziemann, 0.4 FTE long-term substitute Elementary Compañeros Teacher at Bridgewater for the 2008-09 school year, MA-9.
4. Elizabeth McMenomy, Early Childhood Family Education Parent Educator, beginning August 27, 2008, at an hourly rate of \$21.59.
5. Steven Meierbachtol, 0.4 FTE Mathematics Teacher at the Middle School beginning with the 2008-09 school year, MA60-17.
6. Judy Becker, transfer from Office Specialist to Administrative Support Assistant for the Community Services Division, beginning July 1, 2008, Class IV, step 1 of the wage scale for Office Employees, subject to revision when negotiations for 2008-09 are completed.
7. Jennifer Hall, Bridges to Kindergarten Teacher for one week (15.0 hours) of the program, \$25.93/hour.
8. Molly Eroglu, substitute teacher for Bridges to Kindergarten ELL for 3.5 hours per day, three days, 8-11-08 to 8-13-08, \$25.93 per hour.
9. Shannon Negen, Early Childhood Teacher for Hand in Hand Preschool beginning August 25, 2008, \$21.59 per hour (per addendum to NEA Agreement).
10. Mandy McWilliams, Food Service Associate II at the High School beginning 8/12/08, entry level hourly rate per agreement, pro-rated benefits.
11. Amy Christianson, long-term substitute Compañeros Teacher at Bridgewater from August 28, 2008 through January 5, 2009, BA-6\*.
12. Mary Quick, 0.4 long-term substitute Art Teacher at Sibley School from August 25, 2008 – June 5, 2009, BA-6\*.
13. Carita Green, 0.5 PLUS Coordinator for Bridgewater, Greenvale Park and Middle School, beginning July 31, 2008, salary based on MA-0 of the 2008-09 salary schedule for teachers, for 220 days, pro-rated benefits. Salary split between Community Services and Targeted Services. Position falls under Community Services Coordinator Employment.
14. Co-Curricular Assignments for 2008-09 - The list of assignments was enclosed in the Board packet and the following was added on the table file:
  - Craig Johnson, one extra class (Science) with supervision, second semester.
  - Mark Auge, one extra class (Science), with supervision, first semester.
  - Julie Wolner, one extra class (Business Education), all year, with supervision.
  - Curt Mikkelson, one extra class, (ESL/Geography), every day, first semester, plus supervision for the entire year.
  - Doug Bengtson, one extra class (Math), all year, no supervision.
  - Jan Ensrud, one extra class (Spanish), every other day, all year, with supervision every other day.
  - Christopher Howard, two extra classes, (Spanish), every other day, all year, with supervision.
  - John Bade, one extra class, (ACE Art), every other day, all year, with supervision
  - Dan Riesgraf, one extra class (Health), every day, all year, no supervision.
  - Darrell Sawyer, one extra class (Geography), every day, second semester, no supervision.
15. Kristin Lindholm, English at the High School, change long-term substitute contract to 0.4 FTE for Semester 1, and 0.2 FTE for Semester 2. This is in addition to her 0.2 regular contract for both semesters. Ms. Lindholm will teach 3 classes semester 1 and 2 classes semester 2.
16. Stacy Quam, 0.4 FTE (2 classes) Family and Consumer Science at the Middle School for Quarter 2 and Quarter 4 of the 2008-09 school year, BA-0\*.
17. Kelly Lynn Stanton-Nutt, 0.4 FTE (2 classes) Art at the Middle School for Quarter 1 and Quarter 3 of the 2008-09 school year, MA-1\*.
18. Natalie Crooks, Special Ed Educational Assistant - Personal Care Assistant at the Middle School, for 6.5 hours per day beginning August 28, 2008, Class III, step 1 of the 2008-09 wage scale for Educational Assistants.

19. Kathleen Lockner, transfer from long-term substitute 0.5 Kindergarten Teacher at Sibley School to 0.75 FTE Title I Teacher at Bridgewater, beginning with the 2008-09 school year, MA-7.
  
- b. Increase in Hours/Change in Position for 2008-09
  1. Alison Perry, Instructional Educational Assistant, add 3.0 hours per day (TORCH Grant), for the 2008-09 school year. This is in addition to her 3.75 position.
  2. Shelia Sumner, Instructional Educational Assistant, add 3.0 hours per day (TORCH Grant), for the 2008-09 school year. This is in addition to her 3.5 position.
  3. Roger Jenni, change in assignment for 2008-09 to 0.6 Music/0.4 TOSA for Testing and Assessment.
  4. Heather Olivier, increase from 0.8 to 1.0 for Orchestra/Band for High School/Middle School/Elementary.
  5. Rebecca Young, increase from 0.8 to 1.0 for Elementary Orchestra/Band.
  6. Daniel Warner, transfer from Custodian Engineer position at Greenvale Park to Custodian Engineer position at Sibley Elementary School beginning August 15, 2008.
  
- c. Building Transfers
  1. Amanda Schrader, from Sibley/Middle School to Sibley.
  2. Andy Unseth, from High School to High School/Middle School.
  
- d. Leaves of Absence
  1. Elizabeth Stahly, childcare leave of absence from on or about September 20, 2008, and extending for six weeks.
  2. Dana Holden, FLMA Child Care Leave from on or about October 1, 2008 through February 27, 2009.
  
- e. Resignations
  1. Kirstin Larson, Grade 5 Teacher at Greenvale, resignation effective July 24, 2008, pending the finding of a suitable replacement.
  2. Huy Bui, Educational Assistant at Bridgewater, resignation effective July 24, 2008.
  3. Jeanne Tschida, High School Food Service Associate III, resignation effective August 1, 2008.
  4. Christa Anderson, has declined the 2008 Summer Bridges to Kindergarten teaching position.
  5. Victoria Cortes, Early Ventures, resignation effective June 6, 2008.
  6. Deanna Schuette, has declined the position of Middle School Food Service Manager.
  7. Marci Maxwell, Reading Teacher at Bridgewater, resignation effective August 8, 2008.
  
- f. 2008-2010 Contracts: The negotiating team (Dr. Chris Richardson, Tom Stringer, Denise Griffith and Molly Viesselman) has reached an agreement with the following employee groups. The Board of Education is being asked to approve the following contracts for the time period July 1, 2008 through June 30, 2010.
  - Northfield Educational Assistants Federation, Local No. 6030
  - Northfield Public Schools Office Employees
  - Northfield Public Schools Head Custodians
  - Northfield Principals' Association
  - Community Services Coordinators
  
- g. Superintendent's Performance Incentive Pay for 2007-2008 Contract Year.  
Based on its evaluation of the superintendent's performance and achievements, the Board awarded the full performance incentive pay for contract year 2007-2008 as

provided in the superintendent's contract. The Superintendent may elect to receive this in equal installments for the remainder of the 2008-2009 contract year.

h. Superintendent Contract provisions for the 2008-2009 Contract Year.

The Board approved the following superintendent contract provisions for the 2008-2009 contract year, in accordance with the contract addendum:

- \* Language change regarding the district health insurance premium contribution, to bring the Superintendent's contract in line with that provided to the Principals and non-union administrators. (Note: there is no increase in the actual health insurance premium for this contract year.)
- \* Language change to the Long Term Disability provision, to make it consistent with our insurance contract (Note: this is the same language update we have been making in all of our employee group contracts as they come up for renewal.)
- \* Changing the multiplier under the severance provision of the contract to bring the multiplying factor of the Superintendent's contract in line with that of the Principals and non-union administrators.
- \* An additional district taxable contribution of \$4,650 annually which, at the Superintendent's election, may be placed into a supplemental pension plan permitted under section 356.24, providing any income tax benefits as may be permitted by law.
- \* A 1% increase in the annual salary for the superintendent.

5. Student Activity Accounts.

The Board approved the transferring of money from the Dance Team and Volleyball student activity accounts into payroll accounts to cover the cost of up to \$600 for Liz Rohach and Ashley Lackey to work with the Northfield High School Dance Team and up to \$1500 for Ashley Sinna to work as a defensive specialist/assistant varsity Volleyball coach. The Dance Team and Volleyball Team intentionally fund raised so that these coaches could be hired.

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

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

VIII. Items for Information

1. Workshop Schedule for K-12 Licensed and Non Licensed Staff.

The schedule for the preschool workshops on August 26, 27, 28 was given to the Board.

2. School Board Policies.

The Board Policy Review Committee presented the following policies for review and comment. Over the next two 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 August 25, 2008, regular School Board meeting.

Policy 515 Protection and Privacy of Pupil Records

Policy 706 Acceptance of Gifts

3. Contingency Funds.

The remaining 1.0 FTE contingency fund dollars have been allocated between the Middle School and High School to address class size issues in each building.

IX. Future Meetings

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

Monday, Sept 8, 2008, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Berthelsen, seconded by Cirksena, the Board adjourned at 7:55 PM.