

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Meeting
September 8, 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 7:00 p.m. Berthelsen, Hager and Hargis were absent as they were attending the open house at the Middle School where their students attend.
- II. Agenda Changes.
The table file was added.
- III. Public Comment
There was none.
- IV. Approval of Minutes
On a motion by Cirksena, seconded by Stratmoen, the minutes of the Regular School Board meeting held on August 25, 2008, were approved.
- V. Announcements and Recognitions
 - On August 28th, Northfield Middle School hosted its first W.E.B. (Where Everybody Belongs) orientation session. 270 students (89%) participated in both the 4 hour W.E.B. session, and a two hour lunch/administrative orientation led by Mr. Pesta, Mr. Gelineau, and Officer Monroe. The enthusiastic W.E.B. faculty team consisted of Melissa Larsen, Michelle Sickler, Mick Hamilton, and Jan Ensrud. The leadership training was made possible by the generous support of College City Beverages, WINGS, HCI, and the Grace Whittier Fund. The faculty, in turn, trained 65 student leaders to lead small groups through their sessions. Bus transportation was available upon request and special routing was designed by Benjamin Bus Company. The first year of implementation held many unknowns, yet it was a smashing success. There will be follow up activities throughout the course of the year. The W.E.B. staff and administration will evaluate the program and make recommendations for its second year.
 - The High School had another fantastic opening day for 9th graders and the upper class students who work with them in LINK. Many freshmen were talking about how much easier it made their first day of school. All the staff leaders praised the student leaders, saying this is a topnotch group. Every 9th grader received a call from their LINK leaders introducing themselves and getting them ready for the first day. TJ Weibe led the 9th graders in the morning full group session.
 - The High School had very impressive results on the High School Advanced Placement tests this past year. A record 236 tests were administered this year in 16 subject areas, with 160 (68%) of those scoring a 4 or 5, and 211 (89%) receiving a passing score of 3 or better. Individually, we have students with eight 5s, four 5s, two with five 5s, and approximately 8 students who have passed 7 or more AP exams during their high school careers.
- VI. Items for Discussion and / or Reports
 1. State of the District – Celebrations and Challenges.
Superintendent Richardson presented an overview of the programs and activities completed during the 2007-08 school year as well as looked ahead to the challenges that the District faces in 2008-09.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Resolution Relating to the Election of School Board Members and Calling the School Board General Election.

On a motion by Stratmoen, seconded by Smith, the Board approved the Resolution Relating to the Election of School Board Members and Calling the School Board General Election. Voting 'yes' were Cirksena, Smith, Stratmoen and Nelson. No one voted 'no.' Berthelsen, Hager and Hargis were absent. Smith thanked the eight candidates for their willingness to run for School Board and recognized candidate Anne Maple's presence at School Board meetings.

2. DARE Program.

On a motion by Cirksena, seconded by Smith, the Board unanimously approved a collaborative effort with the Northfield Police Department to offer the 10-week DARE program to 5th grade students at all three elementary schools in Northfield for the 2008-09 school year. Smith clarified that the entire cost of the DARE program is funded by the police department. However, if the funding were to discontinue, she would want the Board to reconsider the continuation of the program. Also, she would like to see the program reviewed on a continual basis.

B. Items for Consent Grouping.

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

1. Gift Agreement.

The Northfield Volleyball Club donated \$1800 to be used towards the purchase of volleyball stands.

2. Facility Use Agreement.

The facility use agreement with the Northfield Swim Club for the time period between July 1, 2008 and June 30, 2009 was approved.

3. Personnel Items.

a. Appointments**

1. John Sand, 0.3 Physical Education Teacher at the Middle School beginning with the 2008-09 school year, BA lane, step 0*.
2. Mary Unsworth, Special Ed Educational Assistant – PCA, for 6.5 hours per day at Bridgewater School beginning August 28, 2008, Class III, step 3.
3. Rebecca Closson, Special Ed Educational Assistant – PCA, for 6.5 hours per day at Bridgewater School beginning August 28, 2008, Class III, step 1.
4. Andrew Dimick, Special Ed Educational Assistant – PCA, for 6.5 hours per day at Bridgewater School beginning August 28, 2008, Class III, step 1.
5. Hannah Johnson, Special Ed Educational Assistant – PCA for 6.75 hours per day at Bridgewater Elementary School beginning September 2, 2008, Class III, step 3.
6. Kaci Rendahl, Occupational Therapist, beginning September 12, 2008, MA lane, step 1, pro-rated for 2008-09 plus 10 additional days for ESY services.
7. Elizabeth Foster, English as a Second Language Teacher 0.5 FTE at Bridgewater/0.5 FTE at Greenvale Park beginning September 2, 2008, BA-1.
8. Amy Sherwood, EarlyVentures Site Assistant at Longfellow School for up to 40 hours per week, beginning August 26, 2008, step 1 of the 2008-09 wage scale.
9. Anna Kelly, EarlyVentures Site Assistant at Longfellow School for 14.5 hours per week, beginning September 2, 2008, step 1 of the 2008-09 wage scale. There are no benefits with this position.
10. Lorena Kropman, EarlyVentures Site Assistant at Longfellow School for 27.5 hours per week, beginning September 2, 2008, step 1 of the 2008-09 wage scale, pro-rated benefits.
11. Anne Dienst, EarlyVentures Site Assistant at Longfellow School for 20.0 hours per week, beginning September 2, 2008, step 1 of the 2008-09 wage scale, pro-rated benefits.
12. Angela Maas, EarlyVentures Site Assistant at Longfellow School for 12.75 hours per week, beginning September 2, 2008, step 2 of the 2008-09 wage scale. There are no benefits with this position

13. Sara Tromsness, KidVentures Site Assistant at Bridgewater School for 2.0 hours per day, beginning September 2, 2008, step 2 of the 2008-09 wage scale. There are no benefits with this position.
 14. Hope Sweet, KidVentures Site Assistant at Bridgewater School for 15.0 hours per week, beginning September 2, 2008, step 1 of the 2008-09 wage scale. There are no benefits with this position.
 15. Anna Hanson, KidVentures Student Site Assistant at Bridgewater School for 10.0 hours per week, beginning September 2, 2008, hourly rate for student site assistants. There are no benefits with this position.
 16. Nikki Thompson, KidVentures Site Assistant at Sibley School for 25.0 hours per week, beginning, September 2, 2008, step 2 of the 2008-09 wage scale, pro-rated benefits.
 17. Zack Vanek, KidVentures Site Assistant at Sibley School for 15.0 hours per week, beginning, September 2, 2008, step 1 of the 2008-09 wage scale. There are no benefits with this position.
 18. Greta Berdahl, KidVentures Student Site Assistant at Sibley School for 10.0 hours per week, beginning, September 2, 2008, hourly rate for student site assistants. There are no benefits with this position.
 19. Ashley Evans, KidVentures Site Assistant at Greenvale Park School for up to 3.0 hours per day, beginning September 4, 2008, step 1 of the 2008-09 wage scale. There are no benefits with this position.
 20. Brenda Bultman, Food Service Associate I for 3.25 hours per day at the NCRC, beginning September 9, 2008, entry level hourly rate for FSA I. There are no benefits with this position.
 21. Jessica Grisim, Special Ed Educational Assistant – PCA for 6.5 hours per day at Bridgewater School, beginning September 8, 2008, Class III, step 1.
 22. William Howard, Custodian Engineer for 8.0 hours per day at Greenvale Park School beginning September 5, 2008, step 2 of the wage scale for Custodian Engineers without stipend.
 23. Clarita Kell, 3.75 hours per day Instructional Educational Assistant (3.0 hours TORCH Grant, .75 hour regular ed) for the 2008-09 school year, Class II, step 1. There are no benefits with this position.
 24. Co-Curricular Assignments for 2008-09
 - Ellen Mucha, High School Yearbook Advisor
 - Jeanne Hanzlik, one extra class (Science) 1st semester, no supervision.
 - Geri Schlecht, one extra class, all year, no supervision
 - Jose Martinez, Middle School Boys Soccer Coach
 - Cheryl Mathison, ALC Independent Study for 3.0 hours per week, 9/8/08 – 5/18/09
 25. John Sand, 0.2 FTE Physical Education Teacher at the High School beginning with the 2008-09 school year, BA-0. This is in addition to his 0.3 FTE position at the Middle School.
- b. Increase or Decrease in Hours/Change in Position for 2008-09
1. Mary Quick, increase long-term substitute contract from 0.4 to 0.45 FTE Art Teacher at Sibley School for the 2008-09 school year.
 2. Sheila Atkinson, eliminate 0.5 Supervisory EA time - assignment will be 6.75 hours day Special Ed Educational Assistant only.
 3. Kristin Lindholm, Language Arts Teacher at the High School, change in assignment to 0.2 FTE beginning with the 2008-09 school year and 0.3 FTE long-term substitute for 2008-09. This results in a 0.5 FTE for the 08-09 school year.

4. Martha Boughton, has requested a decrease in her Special Ed Educational Assistant hours from 6.75 to 6.5 hours per day beginning August 28, 2008, and eliminate 0.25 Supervisory EA hours for a total of 6.5 hours per day.
 5. Laurie Noonan, has requested a decrease in her Special Ed Educational Assistant hours from 6.5 to 6.0 hours per day. She will maintain her .5 Supervisory EA hours for a total of 6.5 hours per day, beginning August 28, 2008.
 6. Terry Petek, Instructional Educational Assistant at the Middle School, increase from 6.35 to 6.85 hours per day beginning September 2, 2008.
 7. Nicole Krenzel, Instructional Educational Assistant at the Middle School, increase from 6.0 to 6.5 hours per day beginning September 2, 2008.
 8. Michael Schlotzman, Special Ed Educational Assistant – PCA at the High School, increase from 6.75 to 7.0 hours per day beginning September 4, 2008.
- c. Voluntary Reduction in FTE
1. Dawn O'Neill, Art Teacher, voluntary reduction in FTE from 0.8 to 0.75 FTE beginning with the 2008-09 school year.
- d. Leaves of Absence
1. Sandra Valek, leave of absence from August 28, 2008 through September 12, 2008.
 2. Amanda Heinritz, childcare leave of absence from on or about January 26, 2009 through March 27, 2009.
 3. Pamela Roberts, medical leave of absence without pay from 9/2/08–8/31/09.
- e. Resignations
1. Clarita Kell, Early Childhood Outreach Specialist, resignation effective August 25, 2008. Ms. Kell has accepted an Instructional Educational Assistant position.
 2. Rebecca Closson, declined Food Service position to accept Educational Assistant position.
 3. Christina Trump, Early Ventures Program, resignation with last working day to be August 20, 2008.
 4. Timothy Cahalan, Head Custodian at Longfellow, employment discontinued effective August 27, 2008.
- f. 2008-2010 Agreements: The negotiating team (Superintendent 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 agreements for the time period July 1, 2008 through June 30, 2010.
- Non-Union Administrators (Cabinet)
 - Certified Occupational Therapy Assistants
 - Educational Interpreters for Deaf and Hard of Hearing

*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. Draft of Annual Report on Curriculum, Instruction and Student Achievement.
Community Services Director Hannah Puczko presented a draft of the 2007-2008 Annual Report on Curriculum, Instruction and Student Performance. This year the report will be provided in a web-based online format and will be available on the website. This approach will provide much greater access to the information and will significantly reduce publication costs to the District and support our budget stewardship efforts.
2. School Board Policies.

The Board Policy Review Committee presented two policies for review and comment. Discussion and final action by the School Board on these policies is scheduled for the September 22, 2008, regular School Board meeting.

Policy 708	Transportation of Non-Public School Students
Policy 710	Co-Curricular Transportation

3. School Board Members Tour of School Buildings to Review Space Needs for Student Programs.
Board members were asked to find a date to tour the high school, Sibley, Greenvale Park and Bridgewater during the school day to get a first hand look at the number of students in specialized programs and the spaces available for providing instruction to students. It is important that Board members have this first hand experience, so they can relate to the various proposals being considered to address the current student space needs.

IX. Future Meetings

Mon, Sept 22, 2008, 7:00 PM, Regular School Board Meeting, NHS Media Center
Mon, Oct 13, 2008, 7:00 PM, Regular School Board Meeting, NHS Media Center
Tues, Oct 21, 2008, 7:00 PM, Candidates for School Board Walk-About, NMS Cafeteria
Mon, Oct 27, 2008, 7:00 PM, Regular School Board Meeting, NHS Media Center
Tues, Oct 28, 2008, 6:45 to 8:45 PM, School Board Candidate Forum, Bridgewater Elementary

- X. On a motion by Stratmoen, seconded by Cirksena, the Board adjourned at 7:58 PM.

Katy Hargis, Clerk