

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Meeting
October 13, 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 7:07 pm following the reception and recognition of the Red Wagon Award recipients. (Zaret Calderon, Brenda Kell, Minhthu Le, Pablo Orozco, and Josh Wood)
- 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 September 22, 2008, were approved.
- V. Announcements and Recognitions
 - On October 8, Sibley 4th and 5th grade students participated in a day-long Kindness Retreat put on by Youth Frontiers. The Sibley students were joined by Northfield High School Link Team members who served as peer leaders during the activities. 100% of this activity was funded by a generous grant from the Northfield Area Foundation.
 - During the first week of October, all three of our Middle School's 6th grade teams visited the campus of St. Olaf College. Their hosts provided free transportation and tour guides to enable our students to view the wind turbine, the brand new Regents Hall Science Center, and to participate in the traveling NASA exhibit. Our students, staff, and chaperones all spent a fun and informative half of a day across town thanks to the generous support of St. Olaf College.
 - A mini-summit on business and job opportunities for youth in our community was held October 3rd. This was a great event sponsored by the Mayor's Youth Council. Community members and youth from Northfield gathered at St. John's Church for a well-organized, useful discussion on getting youth and businesses together for the betterment of both. A special thank you to Ruth Amerman and Andrew Tiano for leading the program!
 - Northfield High School just wrapped up a hectic, but successful homecoming week. Students packed the gym for boys volleyball, Memorial Field for Powderpuff football, the gymnasium for girls volleyball on Thursday, and the grandstand at Memorial Field for the football team's victory over Prior Lake. An hour of fun and games in the morning and a raucous pep fest in the afternoon on Friday capped off an energizing week of activities.
 - Boys Soccer and Girls Soccer have earned Missota Conference Championships. Boys Soccer is coached by Jorge Zuccolotto and Girls Soccer head coach is Troy Cohrs. Both teams are in section play this week with outcomes for who will be in the state meet on October 14.
 - Northfield High School has two National Merit Semi-Finalists. They are Ira Hanson and Dan Mellstrom. And six commended scholars: Robbie Allen, Michael Benson, Svea Drentlaw, Coleman Durkin, Sam Ruby and Casey Watkins. Congratulations to these students and their parents.
- VI. Items for Discussion and / or Reports
 1. PRIMEtime After School Grant.
High School Assistant Principal Marnie Thompson and Pat Parlin, Director of the Area Learning Center, presented an overview of the PRIMETime project along with two middle school students who participated in the summer PLUS program. PRIMETime is a Minnesota Department of Education

Community Learning grant that was awarded to the Northfield Healthy Community Initiative (HCI) in the fall of 2007 and continues through August 2009. The grant is designed to support and enhance the work of several community partners providing programs, including the TORCH program at Northfield High School and Northfield Middle School; Connected Kids Mentoring Program operated through the Community Services Division; the PLUS out of school time program which partners with the District's Targeted Services and out of school time programming provided by Community Services; and the Northfield Union of Youth which operates the Key.

2. ARTech 2007-2008 Annual Report.

Simon Tyler, the new Director of ARTech Charter School, presented an overview of ARTech's sixth year of operation as a charter school under the sponsorship of the Northfield Public Schools. This year ARTech has enrolled 117 students and since their capacity is 126 students, there are a few openings. Mr. Tyler outlined ARTech's program successes and challenges over the last year. Since this is a contract renewal year for ARTech, Mr. Tyler spoke about the process, which will begin this winter.

3. School Board Work Session on November 3rd.

Superintendent Richardson shared an overview of the information that is being prepared for the November 3rd work session and requested feedback on information that is needed as we look at how to address current and future space needs with existing funds for Northfield School District students.

VII. Superintendent's Report

A. Items for Individual Action

1. Schools for Energy Efficiency (SEE).

On a motion by Berthelsen, seconded by Smith, the Board, on a five to two vote, approved a two-year contract with Schools for Energy Efficiency and Center for Efficient School Operation. Voting 'yes' were Berthelsen, Cirksena, Smith, Stratmoen and Nelson. Voting 'no' were Hargis and Hager.

2. Fund Balance Designations.

On a motion by Hager, seconded by Stratmoen, the Board unanimously adopted the following resolution: RESOLVED, that the School Board of Independent School District No. 659 designate \$345,936 to help meet future unfunded liabilities for retiree benefit costs. Voting 'yes' was Berthelsen, Hargis, Hager, Cirksena, Smith, Stratmoen and Nelson. No one voted 'no.'

3. School Board Policy.

On a motion by Cirksena, seconded by Hargis, the Board unanimously approved Policy 801 – Equal Access to Secondary School Facilities, as presented.

5. Resolution Terminating Employment.

On a motion by Berthelsen, seconded by Cirksena, the Board unanimously approved the Resolution Terminating Employment of Terry Heil, as presented. Voting 'yes' was Berthelsen, Hargis, Hager, Cirksena, Smith, Stratmoen and Nelson. No one voted 'no.'

B. Items for Consent Grouping.

Several issues and questions were raised by various Board members about item #2 on the Consent Agenda – High School World History Trip to Egypt, March 30-April 7, 2009. There were questions about scholarship opportunities beyond fundraising, District liability for international travel, and does the District want to be in the travel business. The School Board Policy Committee was asked to investigate liability and parent's signing a waiver and / or acknowledgements and bring back to the full Board.

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

1. Gift Agreements.

The Board approved two gift agreements:

- The Northfield Softball Association has donated \$1007.00 to be used towards the purchase of some of the items listed on the gift agreement.
- The Sibley PTO has donated \$754.04 to purchase a special education swing and playground balls, etc.

2. High School World History Trip to Egypt, March 30 – April 7, 2009.

The Board approved an AP World History trip to Egypt over spring break. However, the Board instructed the Board Policy Review Committee to examine several items and report back to the full Board. The Board Policy Review Committee will explore such items as District liability for international travel and parents signing a waiver or acknowledgements.

3. Personnel Items.

a. Appointments**

1. Nhung Bui, Special Ed Educational Assistant – PCA at the Middle School for 6.5 hours per day beginning September 29, 2008, Class III-PCA, step 1.
2. Erin Nohava-Hall, PLUS Program Site Leader, 1.75 hours per day from October 2, 2008 through May 29, 2009, step 2 of the 2007-08 wage scale for Site Leaders, subject to revision when negotiations are completed. There are no benefits with this position.
3. Danielle Dasheur, Special Ed Educational Assistant-PCA for bus assignment, 1 hour & 10 minutes daily from 9/23/08 – 6/5/09, Class III-PCA, step 1. There are no benefits with this position.
4. Ruben Alvarez, Targeted Services Teacher, 1.25 hours per day, Monday –Thursday, 10/6/08 – 6/5/09, \$25.93 per hour.
5. Tyler Zencka, PLUS Program Site Assistant for 1.5 hours per day, 10/6/08 – 5/29/09, step 1 of the 2007-08 wage scale for site assistants, subject to revision when negotiations are completed. There are no benefits with this position.
6. Jennifer Rothenberger, PLUS Program Site Assistant for 10.0 hours per week, Monday-Thursday, 10/9/08 - 05/29/09, step 1 of the 2007-08 wage scale for Site Assistants, subject to revision when negotiations are completed. There are no benefits with this position.
7. Suzanne Cowles, 0.5 long-term substitute Title I Teacher at Bridgewater from 9/25/08 - 2/26/09, BA lane, step 2, pro-rated benefits.
8. Sandra Dockstader, Instructional Educational Assistant at Greenvale Park for 6.25 hours per day, 10/10/08 – 6/5/09, Class II, step 2. There are no benefits with this position.
9. Jessica Schaffer, Special Ed Educational Assistant – PCA at Greenvale Park for 4.0 hours per day, and 1.5 hours per day for busing (PCA), beginning 10/21/08 – 6/5/09, Class III-PCA, step 1. There are no benefits with this position.
10. Co-Curricular Assignments for 2008-09
 - Larry Meadors, Weight Room Assistant (Fall only), 8 days for a stipend of \$155.28
 - A list of assignments that begin in October were approved.
11. Elizabeth Valentine, Targeted Services Teacher for 1.25 hours per day (includes prep time), 2 days a week, from 10/13/08 – 5/29/09, \$26.62 per hour.
12. Lahna Tran, Targeted Services Teacher for 1.25 hours per day (includes prep time), 2 days a week, from 10/13/08 – 5/29/09, \$26.62 per hour.
13. Tricia Christopherson, Targeted Services Teacher for 1.25 hours per day (includes prep time), 2 days a week, from 10/13/08 – 5/29/09, \$25.93 per hour.
14. Alison Bartron, Targeted Services Teacher for 1.25 hours per day (includes prep time), 2 days a week, from 10/13/08 – 5/29/09, \$25.93 per hour.
15. Amanda Schrader, Targeted Services Teacher for 1.25 hours per day (includes prep time), 2 days a week, from 10/13/08 – 5/29/09 \$26.62 per hour.

16. Daniel Rohr, PLUS Program Targeted Services Teacher for 1.25 hours per day at Greenvale Park, 10/13/08 – 5/29/09, \$25.93 per hour.
 17. Suzanne Cowles, PLUS Program Targeted Services Teacher for 1.25 hours per day at Greenvale Park, 10/13/08 – 5/29/09, \$25.93 per hour.
- b. Increase or Decrease in Hours/Change in Position or Building for 2008-09
1. Sheila Bird, ALC Secretary, increase from 6.0 to 7.0 hours per day beginning September 28, 2008.
 2. Heather Olivier, Orchestra/Music Assignment, change in building location from MS/HS/S to MS/HS.
 3. Holly Fischer, Music/Orchestra, change in building location from Middle School/Sibley to Sibley.
 4. Amy Lunderby, Middle School Site Specialist, reduce hours from 30.0 hours to 25 hours per week, beginning October 1, 2008.
 5. Erica Buechner, long-term substitute Guidance Counselor, extend assignment through October 31, 2008.
 6. Jessica Grisim, Special Ed Educational Assistant-PCA, add 0.25 hour per day Supervisory Ed Assistant beginning September 16, 2008 and ending October 29, 2008, for a total of 6.75 hours per day.
 7. Andrew Dimick, Special Ed Educational Assistant-PCA, add 0.25 hours per day Supervisory Ed Assistant beginning October 30, 2008, for a total of 6.75 hours per day.
 8. Melissa Coleman, Special Ed Educational Assistant-PCA, reduce hours from 6.5 to 6.0 hours per day beginning September 18, 2008.
 9. John Taylor, transfer from Middle School Custodian Engineer to Longfellow Head Custodian, beginning 10/1/08, step 6 of the salary grid for Head Custodians, plus applicable stipends.
 10. Correction: Jessica Schaffer, Special Ed Educational Assistant – PCA at Greenvale Park for 4.0 hours per day Monday-Friday, and 1.5 hours per day for busing (PCA) Monday-Thursday, beginning 10/21/08, Class III-PCA, step 1.
 11. Julie Johnson, transfer from Instructional/Supervisory Educational Assistant at Greenvale Park to Special Ed Educational Assistant –PCA for 6.75 hours per day/Supervisory Educational Assistant for .5 hour per day, effective 9/29/08.
- c. Leaves of Absence
1. Jennifer Streefland, extend FMLA leave through 10/31/08.
 2. Lynn Fossum, Intermittent FMLA leave beginning 8/26/08 for up to 12 weeks.
 3. Rebecca Glassing, FMLA leave beginning 11/5/08 – 1/5/09.
- d. Resignations/Retirements
1. Alison Hudson, Special Ed Educational Assistant – PCA, resignation with last day of work to be 10/10/08.
 2. Christine Belsheim, Special Ed Educational Assistant – Job Coach, resignation effective 9/23/08.
 3. Vanessa Grave, resignation from Supervisory Educational Assistant position at Longfellow, effective 9/15/08. Ms. Grave will continue with her KidVentures position.
 4. Crystin Voxland, Early Ventures Site Leader, resignation with last day of work to be 11/7/08.
- e. Rates of Pay for Substitute Personnel – recommendation was approved as follows effective October 1, 2008.
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| Substitute Secretaries | from \$11.10 to \$11.45 |
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Designated "Regular" Substitute Secretaries	from \$11.85 to \$12.20
Substitute Educational Assistants	from \$10.35 to \$10.70
Substitute Housekeepers	from \$10.20 to \$10.55
Substitute Custodians	from \$11.10 to \$11.45
Substitute Food Service Workers	from \$9.25 to \$9.60

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

4. Overnight Trip Request.

The Board approved an additional overnight trip for our co-curricular program. It is for Girls' Golf to St. Michael/Albertville on May 1 and 2, 2009.

5. Cooperative Sponsorship.

The Board entered into a non-exclusive cooperative sponsorship with ARTech for Dance Team. This cooperative sponsorship will be for the 2008-09 and 2009-2010 dance team seasons.

VIII. Items for Information

1. Enrollment Report – October 1, including Enrollment Projections.

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 October 27, 2008, regular School Board meeting.

Policy 708	Transportation of Non-Public School Students
Policy 802	Disposition of Obsolete Equipment and Material
Policy 805	Waste Reduction and Recycling

3. High School Sign.

A proposed design for a new High School sign to be located on Division Street between the current driveway and the northern edge of the High School property was shared with the Board. The design is being presented by the students in the High School Leadership Skills class taught by Mark Ensrud who have raised the money for the sign and would like to see it completed and installed later this fall. The entire cost of the sign has already been raised by the students. Over the last several years, this group has been responsible for a number of positive projects at the high school, including several wall and ceiling murals throughout the building.

IX. Future Meetings

Friday, Oct 17, 2008, 8:00 AM – 2:30 PM, 2008 Education Summit, St. Paul River Centre
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. Stratmoen recognized the fine work Tom Stringer has done on several major issues. Then, on a motion by Cirksena, seconded by Berthelsen, the Board adjourned at 9:15 PM.