

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
November 10, 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 pm. Hargis was absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment
There was none.
- IV. Approval of Minutes
On a motion by Stratmoen, seconded by Smith, the minutes of the Regular School Board meeting held on October 13, 2008, were unanimously approved.
- V. Announcements and Recognitions
 - Congratulations to Diane Cirksena, Ellen Iverson, Jeff Quinnell and Anne Maple for winning the school board election on November 4, 2008. They will take office on January 12th.
 - Northfield is featured in the eBuddies November Newsletter. eBuddies is a program used primarily by our students who are on the Autism Spectrum, as a way to build social-communication skills in a non-threatening manner. They exchange emails with an eBuddy in another District (usually in another state). Pam Palmquist, Speech/Language Pathologist at the Middle and High Schools, oversees the program locally.
 - Kari Gorr, Ventures Coordinator for the Community Services Division, successfully completed the National Community Education Association Peer Review to become an endorsee of the Applied Program Professional Leadership Endorsement process.
 - The remaining performances of the high school production of "Our Town" by Thornton Wilder are this Friday and Saturday in the high school auditorium. The director is Bob Gregory-Bjorklund.
 - The Raiders will play Orono in the semi-finals on Friday, November 14 at the Metrodome at 12:45. Information regarding attendance at this game by students and staff was distributed to the Board.
 - The District Band Concert was last week. It was phenomenal. A highlight was the Horn Heads.
- VI. Items for Discussion and / or Reports
 1. School Improvement Plan Report – Sibley Elementary School.
Bridgewater Elementary School Principal Nancy Antoine, Bridgewater Fifth Grade Teacher Karen Zwolenski and Greenvale Park Principal Dave Craft presented their school's continuous improvement plan to the Board.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Resolution Canvassing Returns of Votes of School District Board Election.
On a motion by Berthelsen, seconded by Smith, the Board unanimously approved the Resolution Canvassing Returns of Votes of School District Board Election, as presented. Voting 'yes' was Stratmoen, Smith, Cirksena, Hager, Berthelson and Nelson. No one voted 'no.' Hargis was absent.

2. Resolution Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Related Duties.

On a motion by Cirksena, seconded by Berthelsen, the Board unanimously approved the Resolution Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Related Duties, as presented. Voting 'yes' was Berthelsen, Hager, Cirksena, Smith, Stratmoen and Nelson. No one voted 'no.' Hargis was absent.

3. 403 (b) Vendor List.

On a motion by Smith, seconded by Cirksena, the Board unanimously approved Educators Financial Services, Inc., Fidelity Investments, Fringe Benefits Design and ING as the four providers for 403 (b) investments.

4. American Education Week Proclamation.

On a motion by Stratmoen, seconded by Smith, the Board unanimously approved the American Education Week Proclamation as presented. American Education Week is November 16-22, 2008.

B. Items for Consent Grouping.

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

1. Program Space Needs Study – ICS Consulting.

In order to evaluate the assumptions and recommendations that the District has developed to address space needs, ICS Consulting, Inc was approved by the Board to do this evaluation. ICS Consulting, Inc specializes in K-12 education planning and construction-related services.

2. Grant Request.

The following grant requests were approved by the Board:

- Northfield High School's counseling department is requesting a \$3,274 grant from the Northfield Area Foundation to implement the Naviance program.
- Two from Bridgewater: A \$5000 grant request to Project Learning Tree and Northfield Area Foundation to support the Kids Who Care program (a service learning event) with the goal being to create and implement a thorough recycling and composting program at Bridgewater Elementary School.
- Sibley Elementary School's PTO is requesting \$3000 from the Northfield Area Foundation to purchase the final element in the proposed design for a new playground, the Tilted Sky Runner.

3. Personnel Items.

a. Appointments**

1. Teresa Morris, Instructional Educational Assistant for 3.0 hours per day at Bridgewater Elementary School beginning November 3, 2008 through June 5, 2009, Class II, step 3. There are no benefits with this position.
2. Gabriela Nieves, Early Childhood Outreach Specialist, for 35 hours per week plus 30 hours during the summer, beginning November 3, 2008, \$14.71 per hour subject to revision when negotiations for 2008-09 are completed.
3. Gjenifer Stark, PLUS Program Site Leader at Greenvale Park for 1.75 hours per day (M-Th) beginning October 20, 2008 through May 29, 2009, step 2 of the wage scale for Site Leaders, subject to revision when negotiations for 2008-09 are completed. There are no benefits with this position.
4. Kathleen Schmidt, Early Ventures Site Assistant at Longfellow School for 8.0 hours per day, beginning November 6, 2008, step 1 of the wage scale for Site Assistants subject to revision when negotiations for 2008-09 are completed.

5. Co-Curricular Assignments: The list of assignments dated November 10, 2008, was approved. Added: LeAnne Fricke, Assistant Girls Gymnastics Coach and Andre Tieva, Assistant Gymnastics Coach (funded by activity account)
 6. David Kurth, Custodian Engineer at the Middle School beginning November 24, 2008, step 4 of the wage scale for custodian engineers.
- b. Increase or Decrease in Hours/Change in Position or Building for 2008-09
1. Tami Brings, transfer from EarlyVentures Site Assistant to EarlyVentures Site Leader beginning October 30, 2008 for 8.0 hours per day, step 2 of the wage scale for Site Leaders, subject to revision when negotiations for 2008-09 are completed.
 2. Amy Lunderby, Site Specialist at the Middle School, increase from 25.0 to 30.0 hours per week beginning November 1, 2008.
 3. Jennifer Rothenberger, Homework Help Center Site Assistant for up to 5.0 hours per week, Monday and Thursday through the end of May 2009, step 1 of the wage scale for Site Assistants, subject to revision when negotiations for 2008-09 are completed. This is in addition to her PLUS Program Site Assistant position.
 4. Cheryl Mathison, add 3.0 hours of Independent Study beginning October 9, 2008, for only as long as enrollment requires.
- c. Leave of Absence
1. Rhea Miller, FMLA leave from November 17, 2008 through December 5, 2008.
- d. Resignations
1. Susan Daley, Special Ed Educational Assistant, resignation effective October 10, 2008.
 2. Ann Dienst, EarlyVentures Site Assistant, resignation with last day of work Nov 7, 2008.
 3. Margaret Rosvold, HS Food Service, resignation with last day of work Nov 12, 2008.
 4. Darcy Monroe, Admin Support Asst, resignation with last day of work Nov 17, 2008.
 5. Julie Kronabetter, Food Service Director, resignation effective November 28, 2008.

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

4. Student Activity Account – Gymnastics.
The Board approved transferring up to \$2400 from the Gymnastics student activity account into a payroll account to pay for Andre Tieva to work as a spotter/assistant gymnastics coach.

VIII. Items for Information

1. Enrollment Options Report.
Student Information Systems Specialist Chris Neset provided the 2008-2009 Enrollment Options Report. The Northfield Public Schools has 294 students attending our schools from other school districts this school year compared to 250 last year. 705 Northfield students are attending school elsewhere, including other public schools (144), charter schools (205), home schools (133) and non-public schools (223). This compares to 680 students last year.
2. Enrollment Report – November 1.
3. 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 November 24, 2008, regular School Board meeting.
 - Policy 806 Crisis Management
 - Policy 903 Visitors to School District Buildings and Sites

Policy 902 Use of School District Facilities and Equipment. Changes have been made to the procedures for this policy (formerly Policy KG). The Community Services Advisory Council has reviewed the changes and recommends the changes to the School Board. The following recommended changes are intended to encompass the concerns and feedback from the facility user group while fairly representing the actual costs that the school district experiences associated with facility usage. These recommended changes only apply to Class II (public activities and not-for-profit community organizations).

1. That the spaces for rent be organized by category to fairly equate the square footage spaces from one building to another.
2. The energy fees are based on the costs of natural gas and electricity for lights and fan motors. The natural gas is based on square footage, but the lights and fans are the exact cost for those spaces. The fees account for only the three basic items that can be identified. The energy fees do not include the cost of air conditioning, replacement of light bulbs and other equipment, hot and cold water usage and paper products in the restrooms and locker rooms.
3. The recommendation includes adjusting the Class III and Class IV fees because the facility scheduling system calculates all fees based on a percentage of the Class IV fee, which is 100%.
4. These changes would be effective January 1, 2009.

IX. Future Meetings

Monday, November 24, 2008, 6:30 PM, Reception for National Merit Scholars,
Northfield High School "upper" cafeteria

Monday, November 24, 2008, **7:30 PM**, Regular School Board Meeting,
Northfield High School Media Center

Tuesday, December 2, 2008, 7:00 PM, Truth in Taxation Hearing,
Northfield High School Media Center

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

- X. On a motion by Stratmoen, seconded by Berthelsen, the Board adjourned at 8:30 PM.

Katy Hargis, Clerk