

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
January 12, 2009
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 7:10 pm following the organizational school board meeting.
- 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 December 8, 2008, were unanimously approved. Then, on a motion by Stratmoen, seconded by Quinnell, the minutes of the Special School Board meeting held on December 22, 2008 were unanimously approved.
- V. Announcements and Recognitions
 - The Band, Choir, and Orchestra programs had great holiday concerts in December. The performers were incredible as they performed to large audiences.
 - The Financial Literacy Challenge is an examination sponsored by the U.S. Dept. of Treasury that students across the country took before Thanksgiving break. Northfield High School had 54 students (out of 104 who took the test) achieve in the top 25th percentile in the nation and one student, Karl Mader, was in the top 1 percentile. 75,000 students across the nation took the test and only 400 teachers across the U.S. had a student in the top 1 percent. The 54 NHS students will receive certificates from the Treasury and Karl will receive a special medal along with his certificate.
 - Kylie Hanzlik and Robby Allen, NHS seniors, have been nominated for the MSHSL "AAA" award from NHS. This award recognizes student academic, athletic, fine art and community excellence. Kylie and Robby will move on to the Region competition.
 - The Northfield Area Foundation Grant Committee has awarded Sibley PTO \$1500 to fund playground equipment. Thank you to Sibley parents and the PTO for their hard work on achieving the goal of a new playground for the 2009-10 school year.
 - A Certificate of Achievement was awarded to Erin Mayberry by the Minnesota Recreation and Park Association President and Executive Director for successful completion of the 2008 Emerging Recreation Leaders Institute.
 - The results of our District's 2008 United Way campaign are in. Our total giving increased 35% from \$9,675.00 in 2007 to \$17,731 this year. The total number of donors is also up 6% over last year.
 - Thanks to all who attended the first annual Holiday Skate on December 21st. Over 100 pounds of food and \$170 were collected through food donations, concessions, and an additional generous gift from a skater. All donations will benefit the Northfield Food Shelf and the Northfield Community Action Center. This event was co-sponsored by the City of Northfield, Northfield School District Community Services Recreation program, Northfield Skating School, Northfield Hockey Association, and PJ's Fabric and Crafts.
 - Nelson reported that a Fine Arts Booster Club has been started. If community members are interested in learning more, contact the High School office.
 - Nelson thanked the custodial crew for their fine work during these winter months of plowing the parking lots, etc.

VI. Items for Discussion and / or Reports

1. Enrollment Projection and Budget Development.

Director of Business Affairs Tom Stringer reviewed the enrollment assumptions that drive the 2009-10 budget development and five-year financial forecast. In addition, the budget calendar for developing the 2009-10 budget was reviewed.

VII. Superintendent's Report

A. Items for Individual Action

1. Budget Calendar.

On a motion by Berthelsen, seconded by Cirksena, the Board unanimously approved the budget calendar for 2009-2010 as presented.

2. School Board Policies.

On a motion by Berthelsen, seconded by Maple, the Board unanimously approved Policy 707 – Transportation of Public School Students.

On a motion by Iverson, seconded by Maple, the Board unanimously approved retiring the following policies:

Policy IGDH	Waiver of Liability by Participants in Extra Curricular Athletic Activities
Policy IGDJ	Co-Curricular Athletic Philosophy
Policy IGDJA	Northfield Middle School Athletics
Policy IGDJC	Cancellation of a Sport Schedule
Policy IHB	Class Size

3. Resolution Authorizing Execution of Agreement.

On a motion by Berthelsen, seconded by Cirksena, the Board unanimously approved the following resolution:

Be it resolved that Northfield Public Schools, ISD 659, will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety. The Superintendent of Schools is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Northfield Public Schools, ISD 659.

B. Items for Consent Grouping.

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

1. Grant Applications to MN State High School League (MSHSL) Foundation.

- The Northfield Public Schools is a member of the Missota Conference. The Missota Conference is requesting a \$3,648 funding grant from the MN State High School League Foundation to support the MSHSL student leadership initiative, a one-day conference focusing on team building, goal setting, diversity awareness, motivation, confidence building, decision-making, communication and leadership.
- Northfield High School's RALIE program is requesting a \$5000 grant from the MSHSL Foundation to give RALIE the foundation needed to develop a long-term plan for sustainability of the program.

2. Grant Request to the Southern Minnesota Initiative Foundation.

The Community Services Division, Early Childhood Programs, is seeking a \$4500 grant from the Southern Minnesota Initiative Foundation for the Babies and Blankets Home Visiting Program. If received, the grant will be used to increase the number of families served by this program, both by increasing the frequency of visits to individual families, and by expanding services past one year of

age. Also, funds will be used for home visitor training to maximize the effectiveness of the visits and to enable the Outreach Specialist to do home visits in Spanish.

3. Personnel Items.

a. Appointments**

1. Stacy Quam, long-term substitute FACS Teacher at the High School, 1.0 FTE for 3rd Quarter and 0.4 FTE for 4th Quarter, BA-0, BA-0. This is in addition to her position at the Middle School for 4th Quarter.
2. Julie Brown, Special Ed Educational Assistant-PCA at Longfellow for 3.5 hours per day beginning January 5, 2009, Class III-PCA, step 2. There are no benefits with this position.
3. Angela Pond, Special Ed Educational Assistant-PCA at the Middle School for 6.25 hours per day beginning December 15, 2008, Class III-PCA, step 3, pro-rated benefits.
4. Jenna Lageson, long-term substitute Social Worker at Bridgewater and the Middle School from January 20, 2009 – June 5, 2009, BA-0, paid at daily rate.
5. Felipe Velazquez, Special Ed Educational Assistant – Resource Room for 4.25 hours per day at Greenvale Park from January 6, 2009 – June 5, 2009. Class III, step 1; PLUS Program Site Leader for 2.0 hours per day, M-Th, from December 22, 2008 – May 29, 2009, step 1. There are no benefits with these positions.
6. Kelle Edwards, Special Ed Educational Assistant-PCA for 4.0 hours day, M-F; Bus Duty for 0.5 hr/day, M-Th, at Greenvale Park beginning January 8, 2009 through June 5, 2009, Class III-PCA, step 1. There are no benefits with this position.
7. Lori Holm, Special Ed Resource Room Teacher for 0.6 FTE at the Middle School from January 5, 2009-June 5, 2009, BA-6.
8. Co-Curricular Assignments
Scott Peterson, Boys Track Coordinator
Scott Christensen, 8th Grade Boys Basketball Coach
Cameron McGregor, Assistant PT 8th Grade Boys Basketball (Hourly)
Brett Reynolds, Assistant PT 7th Grade Boys Basketball (Hourly)
Tom Bisel, Assistant PT 6th Grade Boys Basketball (Hourly)
Darrell Sawyer, Geography Bee
9. John Sand, 0.25 Physical Education/Health Teacher at the ALC from January 26, 2009 – June 5, 2009, BA15, step 0. This is in addition to his regular assignments.

b. Increase or Decrease in Hours/Change in Position or Building for 2008-09

1. Theresa Findley, reclassify position from Special Ed Educational Assistant to Special Ed Educational Assistant-PCA effective December 8, 2008.
2. Angela Maas, Early Ventures Site Assistant, reduce hours from 12.75 to 3.0 hours per week beginning January 5, 2009. This reduction does not include her Site Leader hours at Sibley.
3. Cheryl Strike, Mentoring Specialist, increase hours from 30.0 to 40.0 hours per week, beginning January 5, 2009.
4. Vicki Dilly, Special Ed Educational Assistant-PCA at the High School, correct start date to 12/17/08.
5. Cheryl Mathison, decrease from teaching two evening Independent Study sessions per week to one session per week.
6. Darci Seurer, add one evening Independent Study session of 3.0 hours per week from January 5, 2009 – June 5, 2009.

c. Leaves of Absence

1. Amanda Heinritz, 0.4 leave of absence beginning April 6, 2009, through June 5, 2009.

2. Sara Mikkelson, FMLA childcare leave from on or about February 20, 2009 through June 5, 2009.
3. Tresa Mazurek, childcare leave of absence from on or about February 23, 2009 through August 23, 2009.
4. Avaneil Young, leave of absence beginning January 14, 2009, through February 24, 2009.

d. Resignations

1. Sarah Murtinger, Auxiliary Custodian, resignation with last day of work December 26, 2008.
2. Lorena Kropman, KidVentures, resignation with last day of work December 11, 2008.
3. Diane Wendt, ECFE Supervisory Ed Assistant, resignation with last day of work December 17, 2008.
4. Brenda Crissinger, release from teaching contract as requested.

- e. The Board approved the 2008-09 Teacher Seniority List and 2008-09 Principals/Assistant Principals Seniority List.

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

VIII. Items for Information

1. TIES Exceptional Teachers 2008 – Rebecca Messer and Rebecca Glassing.

TIES Exceptional Teacher Award recognizes teachers in TIES member districts who model the best in using technology in their classroom and engaging students in learning. This year Rebecca Messer and Rebecca Glassing were chosen as Northfield's TIES Exceptional Teachers. Messer is a High School Physics Teacher and Glassing is the High School's Media Specialist.

2. Enrollment Report – January 1, 2009.

3. School Board Policies.

The Board Policy Review Committee is suggesting that Policy JECC be renumbered to Policy 540 – Access to Curricular and Co-Curricular School Programs and that the Board retire the following policies:

- Policy JBA – Elementary Program Options
- Policy JCA- Student Transfers Between Elementary Buildings
- Policy JECD – Access to Classes, Programs and Activities by Students
- Policy JHC – Student Health Care
- Policy JN – Student Fees

Discussion and final action by the School Board is scheduled for the January 26, 2009, regular School Board meeting.

4. Educational Assistant Recognition Week, January 19 – 23, 2009.

The Governor has proclaimed the week of January 19-23 as Educational Assistant Recognition Week. Educational Assistants are persons who are essential to every school. Their roles include those who work as instructional assistants, pupil support assistants, special education educational assistants, job coaches, lunchroom and playground assistants, hall monitors, and media center assistants. Buildings will recognize the contributions of educational assistants during the week of January 19th.

IX. Future Meetings

Monday, January 26, 2009, 7:00 PM, Regular School Board meeting, Northfield High School Media Center
Monday, February 9, 2009, 7:00 PM, Regular School Board meeting, Northfield High School Media Center

- X. On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 8:00 PM.