

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Meeting
May 11, 2009
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 pm. Nelson was absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment
There was none.
- IV. Approval of Minutes
On a motion by Quinnell, seconded by Cirksena, the minutes of the Regular School Board meeting held on April 27, 2009, were unanimously approved.
- V. Announcements and Recognitions
 - Several School District programs received grants from WINGS. Three through Community Services: Dakota Prairie Adult Basic Education, which received \$3864; Greenvale Park Girls on the Run received \$1500 and Project ABLE, \$4500. Northfield Middle School: \$1000 for The Morning News; \$500 for Tattered Pages Book Store and \$4000 for the 7th Grade Courage Retreat. Northfield High School: \$2500 for the TORCH College Campus Experience.
 - The Maroon and Gold Reception is May 18 at the Middle School. Six new Hall of Famers will be inducted. They are: Darwin Deim, Darwin Rasmussen, John McNamara, Jake Enebek, Jeanne Noack and Mike Allen. State tournament participants, MVPs and senior athletes will also be recognized.
 - Congratulations to the Bridgewater Staff, students and parents on a successful event last Thursday night. The events that took place were the Learning Fair, Hot Dog Supper sponsored by the student council, Garage Sale sponsored by the third grade classes with proceeds going to the Rice County Humane Society (over \$600 was raised), Food Collection for CAC, the Band and Choir Concerts and the Book Fair.
 - The Bridgewater students have started composting with the help of college volunteers, parent volunteers, Food Service, and Director of Buildings and Grounds Kevin Larson. Special recognition to Katy Schuerman, Kasha Kluczny and Kate Andresen for their leadership with the Green initiatives including composting and planning the Earth Week events for all the students. Bridgewater students picked up over 400 pounds of trash during the Great Garbage Grab!
 - The Sibley, Greenvale Park and Bridgewater elementary band and orchestra students went on tour May 5th under the direction of Roger Jenni and Rebecca Young. They represented the Northfield community with class and professionalism and rocked the house at every stop that they made, including the finale at Bridgewater in the afternoon!
 - Cirksena praised the appearance of the nature preserve areas surrounding the schools and using Epic Enterprises to help with the maintenance of those areas.
 - Several other events were recognized:
 - ✓ The performance of Prairie Fire Theater at Greenvale Park on May 1.
 - ✓ The Academic Awards recognition on May 3. Distinguished alumni honored were Larry Christensen, class of 1946, and Eric Jorgensen, class of 1975.
 - ✓ Arts a la Carte on May 1 that showcased the creativity of many high school students.

VI. Items for Discussion and / or Reports

1. Sibley Construction Update.

The final schematic design estimate for the Sibley addition and remodeling project were presented for the Board's review. The estimate included an overview of the total estimated cost of the project as well as detailed costing of each component. The presentation also included specific information about proposed additions to the original project and rationale for addressing those elements as part of this project. Details of project funding, including capital projects funds, Health and Safety Levy and Federal Special Education Stimulus dollars were also presented. Administration addressed questions from the Board on project elements, proposed additions and funding sources.

A neighborhood open house will be held at Sibley on Tuesday, May 26 from 4 PM to 6 PM. This will be an opportunity for citizens to learn more about the Sibley construction project and the impact on the neighborhood.

2. Proposed 2009-10 Operating Capital and Health and Safety Budgets.

The Operating Capital and Health & Safety Budgets were presented. These budgets are part of the District's General Fund. The District separates the fund for internal management purposes. The year-end audit will show separate reserves for both Operating Capital and Health & Safety. No board action was required at this meeting.

3. Proposed 2009-10 Community Services Budget.

The Community Services Preliminary FY 10 Budget was presented. The budget reflects progress in increasing the end of the year fund balance in Community Services as was recommended by the auditor last fall. The budget also reflects expanded efforts in early literacy outreach to Latino families through Early Childhood Family Education and School Readiness. The budget also accounts for less funding by local grant funders due to the current economic conditions.

VII. Superintendent's Report

A. Items for Individual Action

1. Solicit Bids for Sibley Construction Project.

On a motion by Cirksena, seconded by Maple, the Board unanimously approved soliciting bids for the Sibley Construction Project.

B. Items for Consent Grouping.

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

1. FY 2009 Annual Audit Proposal.

The proposal from Larson Allen to conduct the FY 2009 annual audit is for a cost of \$22,600. For this year the base fee is increased 3.2% but the total cost of the audit is reduced by 2.2%. The School Board approved the appointment of Larson Allen to conduct the audit and prepare the annual report for a base fee of \$22,600 and no additional fee for the Risk Assessment Standards.

2. Student Activity Account / Baseball Team.

The Board approved transferring up to \$500 from the Baseball Team Student Activity Account into a payroll account to pay for a 9th Grade Assistant Coach to work with the Baseball team.

3. School Pictures for 2009-10 and 2010-11 School Years.

The contract with Hoffman's Photography was renewed with certain modifications. The elementary schools will get a new CD to help with the creation of the memory books. The secondary schools will be provided with student IDs beginning next year.

4. Personnel Items.

a. Appointments

1. Amanda Varley, Special Ed Educational Assistant-PCA from April 30, 2009 – June 5, 2009, Class III-PCA, step 1. There are no benefits with this temporary position.
2. Tammy Christel, Human Resources Administrative Assistant, beginning May 18, 2009, \$40,038.00 for 2008-09, pro-rated.
3. Suzanne Ross, long-term substitute Special Ed Assistant-PCA at the High School from May 5, 2009 – 6/5/2009, Class III-PCA, step 1. There are no benefits with this temporary position.
4. 2009 Summer Maintenance Workers
 - Emily Peterson, May 11, 2009 – late August 2009, \$9.75 per hour.
 - Jared Stowe, May 11, 2009 – late August 2009, \$9.25 per hour.
 - Alex Warner, May 11, 2009 – November 2009, \$9.50 per hour.
 - David Piper, June 8, 2009 – late August 2009, \$9.50 per hour.
 - Christopher Groth, June 4, 2009 – late August 2009, \$9.25 per hour.
5. Renee Rasmussen, long-term substitute Language Arts Teacher at the Northfield Area Learning Center for the 2009-10 school year, BA-1***.
6. John Sand, 0.25 Phy Ed/Health Teacher at the Northfield Area Learning Center beginning with the 2009-10 school year, BA15-0***.
7. Kelly Maroney, Recreation Programming Intern, beginning May 18, 2009 through August 18, 2009, \$13.08 per hour, shared hours with Ms. Cassellius. There are no benefits with this position.
8. Alyssa Cassellius, Recreation Programming Intern, from May 19, 2009 through August 28, 2009, \$13.08 per hour, shared hours with Ms. Maroney. There are no benefits with this position.
9. Matthew Drugg, Special Ed Level 2-3 EBD Teacher at the High School beginning with the 2009-10 school year, BA-1***, contingent upon obtaining EBD licensure.
10. Co-Curricular Assignment for 2009-2010
 - Patrick Riley, Assistant Boys/Girls Cross Country Coach

b. Voluntary Reduction in Contract Time

1. Mary Harrity-Davidson, voluntary reduction in contract time from 0.8 to 0.5 beginning with the 2009-10 school year.

c. Leave of Absence

1. Jeremy Holien, FMLA leave of absence from April 6, 2009 through April 16, 2009 plus two additional days on April 22-23, 2009.

d. Leave of Absence Request Denied for 2009-10

1. Deborah Winkelman, 0.2 leave of absence without pay for 2009-10.

e. Resignation

1. Sara Tromsness, Ventures Site Assistant, resignation effective 6/5/09. Ms. Tromsness will continue as a substitute during the summer.

f. Change of Assignment / Hours

1. Shari Malecha, Food Service Site Manager at the Middle School for 8.0 hours per day, beginning May 5, 2009, \$17.02 per hour for 2008-09.
2. Sue Keppers, Food Service Associate II at the Middle School for 5.75 hours per day beginning May 5, 2009, \$14.08 per hour for 2008-09.
3. Melanie Nordick, Food Service Associate I at the Middle School for 3.0 hours per day beginning May 5, 2009, pending results of CSMR screening. \$12.65 per hour.
4. 2009 Summer Food Service Positions from 6/10/09 through 8/28/09

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- Arlette Nelson, shared 5.0 hours per day position, \$14.00/hour.
- Lori Mullen, shared 5.0 hours per day position, \$14.00/hour.
- Lucinda Laabs, 3.0 hours per day position, \$14.00/hour.

*Lane placement subject to verification by Professional Growth Committee.

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

***Subject to revision when negotiations for 2009-10 are completed.

VIII. Items for Information

1. Enrollment Report – May 1, 2009.
2. School Board Work Session – Tuesday, May 26 – after the Regular School Board Meeting.

IX. Future Meetings

Tuesday, May 26, 2009, 7:00 PM, Regular School Board meeting, Northfield High School Media Center
Monday, June 8, 2009, 7:00 PM, Regular School Board meeting, Northfield High School Media Center

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

Diane Cirksena, School Board Clerk