

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
July 13, 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 7:00 pm. Berthelsen and Cirksena were 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 Maple, the minutes of the Regular School Board meeting held on June 8, 2009, were unanimously approved.
- V. Announcements and Recognitions
 - WINGS has awarded Community Services \$3864 to provide transportation, home visits and literacy materials for Family School participants.
 - Certificates of Training from the MN School Boards Association Leadership Development Program were presented to new Board members Ellen Iverson, Anne Maple and Jeff Quinnell with appreciation for their efforts and dedication for the sake of public school children in the Northfield School District.
 - Nelson thanked Carleton College for their assistance and support of the recent trip to China by several high school students.
 - The July 10th 2009 broadcast of MPR's All Things Considered aired a segment on "Caught in the Storm", the book written by Northfield Middle School 8th graders that follows the James gang through Minnesota. Students Caitlin Ruppel, Devyn Gardner, Beret Amundson and Teacher Earl Weinmann were featured.
- VI. Items for Discussion and / or Reports
There were no items for discussion or reports.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Sibley Elementary School Construction Bids.
On a motion by Iverson, seconded by Stratmoen, the Board unanimously approved awarding the contract to Greystone Construction of Shakopee, MN for a total base bid of \$2,005,500 and the rejection of alternates #1 and #2 and the addition of alternate #3 (\$21,211.00) and alternate #4 (\$52,852.00) for a total contract amount of \$2,079,563.00 for the Sibley Elementary School Construction Project. Voting 'yes' were Maple, Iverson, Quinnell, Stratmoen and Nelson. Berthelsen and Cirksena were absent.
 2. Asbestos Removal and Carpet and Other Flooring Replacement Bids at Greenvale Park Elementary School.
On a motion by Maple, seconded by Quinnell, the Board unanimously approved the low bid of \$67,200 from JC Environmental, Little Canada, for asbestos removal at Greenvale Park Elementary School.

On a motion by Stratmoen, seconded by Iverson, the Board unanimously approved the low bid of \$111,990 from Bierman Floor Coverings, Northfield, for carpet and other flooring replacement at Greenvale Park Elementary School.

3. Freezer and Cooler Replacement Bids at Sibley Elementary School.

On a motion by Maple, seconded by Quinnell, the Board unanimously approved the base bid of \$86,900 and Alternate #1 (\$18,350) for a total contract amount of \$105,250 from Healy Construction, Faribault, for the Freezer/Cooler project at Sibley Elementary School.

4. Charter School Contract Between the Northfield Public Schools and Artech.

On a motion by Quinnell, seconded by Iverson, the Board unanimously approved the three-year sponsorship contract with Artech Charter School beginning with the 2009-2010 school year.

5. Resolution Regarding Christopher Columbus Day.

On a motion Maple, seconded by Stratmoen, the Board unanimously approved the following Resolution Regarding Columbus Day.

WHEREAS, Minnesota Statutes, Section 645.44, Subdivision 5, and Minnesota Statutes, 120A.42 gives the district an option of determining whether Christopher Columbus Day shall be a holiday, then

BE IT RESOLVED, that Christopher Columbus Day on October 12, 2009, shall not be a holiday. Voting 'yes' was Maple, Iverson, Quinnell, Stratmoen and Nelson. Berthelsen and Cirksena were absent.

6. School Board Policy to Renumber.

On a motion by Iverson, seconded by Maple, the Board unanimously approved renumbering Policy GCBDB – Disability Period After Childbirth, to Policy 411 – Disability Period After Childbirth.

7. Resolution Providing for Public Hearing on Property Tax Levy.

On a motion by Stratmoen, seconded by Maple, the Board unanimously adopted the following Resolution.

RESOLVED that the School Board of Independent School District No. 659, Shall discuss the budget and the proposed levy for taxes payable in 2010 on Monday, November 23, 2009 at 7:00 o'clock p.m. (a regularly scheduled meeting) and adopt the final levy on December 14, 2009. Voting 'yes' was Maple, Iverson, Quinnell, Stratmoen and Nelson. Berthelsen and Cirksena were absent.

8. Contract Award – High School Wiring Project.

On a motion by Iverson, seconded by Quinnell, the Board unanimously approved the low qualified proposal from Parsons Electric in the amount of \$51,280 for the High School Wiring Project.

9. Contract Award – Refuse and Recycled Material Hauling.

On a motion by Maple, seconded by Iverson, the Board unanimously approved the low qualified proposal from Waste Management at the estimated cost during the school year of \$2,445.78 per month.

B. Items for Consent Grouping.

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

1. Fiscal Year Organization Actions.

The School District's financial year runs from July 1 to June 30. The Board approved the following financial organizational issues.

They are as follows:

- i) Authorized the Director of Business Affairs and the District Accountant to invest surplus District funds in accordance with applicable laws and with the District's Investment Policy, Policy 705, for fiscal year 2009-2010.
- ii) Approved designating Bremer Bank, Wells Fargo Bank, N.A., PMA/LaSalle Bank, Frandsen Bank & Trust Dundas, Ambac Securities Inc., U.S. Bank Minnesota and the Minnesota School District Liquid Asset Fund as official bank depositories provided they maintain adequate pledged collateral as required by law per District procedures to Policy 705 - Investments, for fiscal year 2009-2010.
- iii) Authorized the Director of Business Affairs and the District Accountant to make appropriate wire transfers to and from District depository accounts for fiscal year 2009-2010.

2. Memberships for 2009-2010.

The School District belongs to several cooperatives, leagues and associations. Memberships in the groups listed below were renewed for the 2009-2010 school year.

- a. Minnesota State High School League.
- b. Minnesota Association of School Administrators.
- c. Schools for Equity in Education.
- d. Southeast Service Cooperative.
- e. Region V Computer Services Cooperative.
- f. Rice County Family Services Collaborative.
- g. Minnesota School Boards Association.
- h. Healthy Community Initiative.

3. Professional Service Agreement with OMADA, Inc.

The School Board renewed the "Professional Service Agreement with OMADA, Inc" in the amount of \$27,642 to provide chemical health intervention and prevention services for the 2009-10 school year. Services are provided at Northfield High School, Northfield Middle School and the Northfield Area Learning Center. The funding for this Agreement is coming from the Area Learning Center (\$15,000), Title IV (\$8,642) and HCI (\$4,000).

4. TORCH Grant Acceptance.

Great Lakes Higher Education Guaranty Corporation has approved the District's \$53,098 grant request to support the TORCH program.

5. Middle School Overnight Student Field Trip Requests.

The following Middle School overnight trips were approved:

- The annual 7th grade ELC trip to Eagle Bluff in Lanesboro from November 4 – 6, 2009.
- The annual SCOPE trip to Missouri to visit sites connected with the James Younger Gang. This trip will take place June 12 and 13, 2010.

6. Health and Safety Program Certification.

The annual written status report referred to by the Minnesota Department of Education (MDE) as "Attachment 99" was approved. A total of \$465,300 is budgeted for Health and Safety projects during 2009-10.

7. Milk and Dairy Bids for 2009-2010.

The contract with Hastings CO-OP Creamery Co for 2009-10 was renewed. The vendor has met our delivery and equipment requirements for 2008-09, and is a provider of milk free of artificially injected rBGH (recombinant Bovine Growth Hormone.) The contract pricing will remain on an escalator basis based on June 2009 milk prices. The District will see an increase in prices for 2009-10 of approximately 13.6%. The budget for milk and dairy products for 2009-10 is \$92,927.

8. Personnel Items.

a. Appointments**

1. 2009 Bridges to Kindergarten Program – July 28 – August 20, 2009, at an hourly rate of pay based on years in Northfield as per NEA Agreement.
 - Lahna Tran, 15 hrs./week for two weeks.
 - Kristen Cade, 15 hrs./week for one week.
 - Sarah Yantzer, 15 hrs./week for three weeks.
 - Patricia Rogne, 15 hrs./week for three weeks.
 - Shannon Iramina, 15 hrs./week for three weeks.
 - Stephanie Grundman, 15 hrs./week for three weeks.
 - Gretchen Heil, 15 hrs./week for three weeks.
2. Summer PLUS Targeted Services Teachers at Middle School.
 - Ruben Alvarez, 3 hrs./day - Monday - Thursday, 6/15/09 – 7/30/09
 - Christa Anderson, 3 hrs./day - Monday - Thursday, 6/15/09 – 7/30/09
 - Allison Bartron, 3 hrs./day - Monday - Thursday, 6/15/09 – 7/30/09
 - Matt Drugg, 3 hrs./day - Monday - Thursday, 6/15/09 – 7/30/09
 - Sarah Kriegler DuChene / Barbara Erickson, splitting one position, 3 hrs./day - Monday - Thursday, 6/15/09 – 7/30/09
 - Molly Eroglu, 3 hrs./day - Monday - Thursday, 6/15/09 – 7/30/09
 - Kristi Huettl, 3 hrs./day - Monday - Thursday, 6/15/09 – 7/30/09
 - Michelle Morales, 3 hrs./day – Monday-Thursday, 6/15/09 – 7/30/09
 - Amanda Schrader, 3 hrs./day - Monday - Thursday, 4 weeks of 6 weeks during 6/15/09 – 7/30/09
 - Lisa Nelson, 3 hrs./day - Monday - Thursday, 6/15/09 – 7/30/09
 - Renee Rasmussen, 3 hrs./day - Monday - Thursday, 6/15/09 – 7/30/09
 - Erin Nohava-Hall, 3 hrs./day – Monday – Thursday, 6/15/09 – 7/30/09
 - Stephanie Grundman, 3 hrs./day – Monday – Thursday, 6/15/09 – 7/30/09
 - Taryn Atchison, 3 hrs./day – Monday – Thursday, 6/15/09 – 7/30/09
3. Summer PLUS Program Site Assistants at Middle School.
 - Giovanni Casillas, 5 hrs./day - 6/15/09 – 8/20/09
 - Kari Grimes, 5 hrs./day - 6/15/09 – 8/20/09
 - Matthew Knutson, 5 hrs./day – 6/15/09 – 8/20/09
 - Catherine Lyon, 5 hrs./day - 6/15/09 – 8/20/09
 - Tamara Lewis, 6 hrs./day - 6/15/09 – 8/20/09
 - Elizabeth Lyon, 6 hrs./day – 6/15/09 – 8/20/09
 - Samantha Young, 5 hrs./day – 6/15/09 – 8/20/09
 - Anna Hefer, 5 hrs./day – 6/15/09 – 8/20/09
 - Yajaira Casillas, 5 hrs./day – 6/15/09 – 8/20/09
 - Dee Tomczik, 6 hrs./day – 6/15/09 – 7/30/09
 - Felipe Velazquez – 6 hrs./day – 6/15/09 – 8/20/09
 - Kristin Basinger – 5 hrs./day – 6/15/09 – 8/20/09
 - Matthew Drugg – 3 hrs./day – 6/15/09 – 7/25/09
 - Andrew Dimick – 6 hrs./day – 6/15/09 – 8/20/09
 - Bonnie Klamm – 5 hrs./day – 6/15/09 – 8/20/09
 - MariaClara Kell – 2.5 hrs./day – 6/15/09 – 8/20/09
 - Brenda Starin – 3.5 hrs./day – 6/15/09 – 8/20/09
 - Jennifer Rothenberger – 5 hrs./day – 6/15/09 – 8/20/09
 - Aaron Stauffer – 1.0 hr./day – 6/15/09 – 8/20/09
4. Angela Blewett, 0.7 FTE Elementary Music Teacher at Greenvale Park, beginning with the 2009-10 school year, BA-0*.
5. Steve Meierbachtol, 0.4 FTE Math Teacher at Middle School for the 2009-10 school year, MA60-17.

6. Carolyn Duba, 0.5 FTE PLUS Program Coordinator at Longfellow, 44 weeks, beginning 6/18/09.
 7. Heidi Sheen, ESL Instructor at Middle School/High School, beginning with the 2009-10 school year, MA-2*.
 8. Anne Reichstadt, First Grade Compañeros at Greenvale Park, for the 2009-10 school year, BA-1*.
 9. Wendy Shampine, EBD Long-Term Substitute at Bridgewater Elementary, from August 31, 2009 through November 4, 2009, BA-4, pending approval of Request for Personnel Variance. There are no benefits with this position.
 10. Hannah Edwards, 0.6 FTE Long-Term Substitute Art Teacher at Sibley Elementary for the 2009-10 school year, BA-0*.
 11. Stacy Lehmann, Custodian for Summer Plus Program at Middle School, 32 hrs./week, from June 25, 2009 – August 6, 2009, \$14.17/hour.
 12. Susan Gichora, Grade 6 Teacher at the Middle School, beginning 8/31/09, MA-1*.
 13. Alyssa Jilek, Instructional Educational Assistant at the High School, 7 hrs./day (5 hrs. class II/2 hrs. class III, step 1), beginning 9/1/09.
 14. John Sand, 0.2 FTE Physical Education Teacher at the Middle School, for the 2009-10 school year, BA15-0*.
 15. Co-Curricular Assignments
 - Travis Wiebe, 9th Grade Football Coach, Level F (step 1) according to the NEA Agreement.
 - Craig Croone, 8th Grade Football Coach, Level H (step 7) according to the NEA Agreement.
- b. Retirements/Resignations/Terminations.
1. Carita Green, PLUS Program Coordinator, resignation effective 6/26/09.
 2. Sam Wold, High School Social Studies Teacher, resignation effective end of 2008-09 school year.
 3. Amy Lunderby, Site Specialist at Middle School, resignation effective June 10, 2009.
 4. Carolyn Duba, PLUS Program Coordinator, resignation effective 7/30/09.
 5. Stacy Lehman, Custodian for Summer PLUS Program, resignation effective 6/30/09.
 6. Janet Mathews, Nurse at St. Dominic's, resignation effective 7/4/09.
 7. Laurel Engquist, First Grade Teacher at Greenvale Park, resignation effective 7/8/09.
- c. Building Transfers.
1. Martha Boughton, Special Ed Educational Assistant PCA, from Bridgewater to Middle School.
 2. Hannah Johnson, Special Ed Educational Assistant PCA, from Bridgewater to Middle School.
 3. Cindy Huschle, Special Ed Educational Assistant PCA, from Greenvale Park to Middle School.
 4. Elizabeth Valentine, ESL, from Greenvale Park to Bridgewater Elementary.
 5. Jamie Rausch, Special Education Teacher, from Greenvale Park to High School.
 6. Andrew Unseth, ESL Teacher, from MS/BW to Greenvale Park.
 7. Mary Dee Kuklok, D/HH Teacher, from LF/MS/HS to LF/BW.
 8. Anne Balluff, Special Education Teacher, from Bridgewater to Middle School.
 9. Vicky Shimota, Educational Assistant, from Middle School to Greenvale Park.
- d. Change in Assignment/Additional Assignment.
1. Jacque Ims, School Psychologist at LF/HS to School Psychologist/ECSE Team Leader at Longfellow, beginning 9/1/09.
 2. Rose Turnacliff, 0.4 FTE Language Arts Teacher at the Middle School for the 2009-10 school year. This is in addition to her 0.6 FTE Language Arts position at the Middle School.

3. Julie Biwer-Bekhechi, 0.2 FTE Spanish Teacher at the Middle School for the 2009-10 school year. This is in addition to her 0.1 FTE Spanish/0.1 FTE French position at the Middle School.
4. Nhung Bui, Instructional Educational Assistant at Middle School, to Special Ed Educational Assistant PCA at Middle School.
5. Alison Perry, Special Education Ed Assistant at Middle School, 2 hrs./day beginning 9/8/09. This is in addition to her 1 hr./day TORCH Grant EA and 3.75 hrs./day Instructional EA positions.
6. Clarita Kell, Instructional Educational Assistant at Middle School, 2 hrs./day with the TORCH Grant. This is in addition to her 3 hr./day assignment with the TORCH Grant.

e. Increase/Decrease/Change in Position

1. Alissa Jorgensen, Auditorium Technician, from 612 hours/year to 732 hours/year, beginning 7/1/09.

*Lane placement subject to verification by Professional Growth Committee.

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

9. Facility Use Agreement with Rejoice! Lutheran Church.

The facility use agreement with Rejoice! Lutheran Church for the time period between July 1, 2009 and June 30, 2010 was approved by the Board.

VIII. Items for Information

1. Revisions to School Board Policy 410 – Family and Medical Leave.

Due to changes in federal law and regulations, the Minnesota School Boards Association is recommending school districts revise its policy pertaining to family and medical leave.

Board action on revising Policy 410 will be taken at the August 10, 2009, Regular School Board meeting.

2. End of the Year Enrollment Report.

Stratmoen thanked Superintendent Richardson and the leadership staff for the timing of the various construction projects in the District.

Superintendent Richardson introduced Matt Hillmann, the District's new Director of Human Resources and Technology.

IX. Future Meetings

Thursday, July 16, 2009, 4 PM to 6 PM, Negotiations with the NEA, District Office Conference Room

Monday, August 10, 2009, 7:00 PM, Regular School Board meeting, Northfield High School Media Center

Monday, August 24, 2009, 7:00 PM, Regular School Board meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Maple, the Board adjourned at 7:40 PM.

Diane Cirksena, School Board Clerk