

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Meeting
September 14, 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. No one was absent.

II. Agenda Changes.

The table file was added.

III. Public Comment

There was none.

IV. Approval of Minutes

On a motion by Iverson, seconded by Maple, the minutes of the Regular School Board meeting held on August 14, 2009, were unanimously approved.

V. Announcements and Recognitions

• Grants Received

✓The Minnesota Office of Justice Programs recently announced that Northfield has been selected as a recipient of funding from the “Justice Assistance Grant (JAG) – American Recovery and Reinvestment Act.” This federal stimulus funding will support the Northfield PRIMETIME out-of-school collaborative, which provides free after school and summer programming to over 1,300 local youth in grades K-12 each year. Northfield will receive \$246,039 total over a two-year period.

✓The District also learned that its application for Title V unspent funds was approved in the amount of \$40,382. A total of 139 applications were received. Two portable computer labs, each with 16 computers, plus 2 video projectors will be purchased and made available to middle and high school ESL and low-income students through the TORCH program.

• The second WEB Orientation was held on Thursday, September 3rd. Just over 95% of the incoming 6th graders attended the event. Before Orientation Day, 71 eighth graders were trained to serve as Orientation Leaders and mentors to groups of 8-10 sixth grade students. Now that the WEB program is in its second year, the Middle School WEB Coordinators will work to implement more components of the WEB year-long curriculum and programming. Once again, a special bus route was designed and operated by Benjamin Bus to insure that every student had the opportunity to attend the event.

• It has been the focus of the Sibley PTO for the past two years to raise money for a new playground. Thanks to the generosity of Sibley families, Northfield Area Foundation and The Fighting Obesity Through Play Grant, Sibley was able to buy new playground equipment. In addition, "The Men of Northfield" service organization generously donated their talent, time, energy and efforts to assemble the new playground. Thanks to the the District's custodians – specifically Kevin Larson, Tracy Clossen and Dan Warner, the playground was ready in time for the first day of school.

VI. Items for Discussion and / or Reports

1. State of the District – Celebrations and Challenges.

Superintendent Richardson presented to the Board an overview of the programs and activities completed during the 2008-2009 school year as well as those that are ongoing. He also presented the challenges that the District faces in 2009-10. Several Board members expressed their appreciation to Superintendent Richardson and the administrative team for their leadership.

VII. Superintendent's Report

A. Items for Individual Action

1. Transportation Contract with Benjamin Bus for 2009-10, 2010-11, 2011-12 & 2012-13.

On a motion by Berthelsen, seconded by Stratmoen, the Board unanimously approved the School Bus Transportation Contract with Benjamin Bus Inc. for 2009-2013.

B. Items for Consent Grouping.

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

1. Cooperative Sponsorship.

The Board approved the cooperative sponsorship between Northfield High School and ARTech for Boys Cross Country Running effective with the 2009-2010 and 2010-2011 school years.

2. Personnel Items.

a. Appointments**

1. Natalie Dimberg, Elementary Orchestra Teacher, BA-0, beginning 8/31/09.
2. Mary Schmitt, 0.25 FTE H.S. Social Studies Teacher, BA-0, from 9/1/09 through 1/28/10.
3. Charlie Black, .15 FTE H.S. Science Teacher, MA60-17*, for the 2009-10 school year.
4. Kiersten Bielenberg, .2 FTE H.S. Physical Education/DAPE Teacher, for the 2009-10 school year.
5. Felipe Velazquez, Long Term Substitute Special Ed Educational Assistant at Greenvale Park, Class III, step 1, beginning 9/8/09.
6. Dusty Rotegard, Long Term Substitute Special Ed Educational Assistant PCA at the High School, Class III, step 1, from 9/1/09 through 12/18/09.
7. Margaret Colangelo, Community Services School Site Specialist at the Middle School, beginning 9/8/09, step 1 Community Services Staff Site Specialist.
8. Amy Klein, Instructional Educational Assistant at the High School, Class II, step 1, 2 hrs./day, beginning 9/9/09 through 1/28/10.
9. Molly Peterson, Supervisory Educational Assistant at the High School, Class I, step 1, 6.25 hrs./day, beginning 9/8/09.
10. Lori Christophersen, Accounting Support Technician at the High School, Class III, step 6, 7.5 hrs./day, beginning 9/1/09.
11. Natalie Ojala, Special Ed Educational Assistant at Sibley KidVentures, Class III, step 1, 13.5 hrs./week, beginning 9/8/09.
12. Victoria Malecha, FSA II at the Middle School, \$14.00/hr., 6 hrs./day, beginning 9/21/09.
13. Community Services Instructors for Fall, 2009.
14. KidVentures/Early Ventures staff for Fall, 2009.
15. Co-Curricular Assignments:
 - (a) Dan Meyers, M.S. Math Teacher, one extra math class (Algebra Basics) for the 2009-10 school year, no supervision.
 - (b) Vicky Langer, 6th Grade Teacher, one extra section of Explore-6/Reading for the 2009-10 school year, no supervision.
 - (c) Katrina Meehan, M.S. Science Teacher, one extra class (Life Science 7) for the first semester, no supervision.
 - (d) Ryan Pietsch, 7th Grade Football Coach (hourly), beginning with the 2009-10 school year, \$14.00/hr.
 - (e) Dan Krause, 7th Grade Football Coach (hourly), beginning with the 2009-10 school year, \$12.00/hr.
 - (f) Erik Burton, 8th Grade Football Coach (hourly), beginning with the 2009-10 school year, \$12.00/hr.
 - (g) Mitch Rasmussen, 8th Grade Football Coach (hourly), beginning with the 2009-10 school year, \$12.00/hr.
 - (h) Darrin Corbin, Summer Weight Room Assistant, (hourly), \$16.50/hr.

- (i) Laura Marks, Fall Weight Room Assistant, beginning 9/8/09 through 11/13/09, Level K (step 1), according to the NEA Agreement.
 - (j) Larry Meadors, Fall Weight Room Assistant, beginning 9/8/09 through 11/13/09, Level K (step 2), according to the NEA Agreement.
 - (k) Mary Williams, Pep Band Director, beginning with the 2009-10 school year, Level I (step 2), according to the NEA Agreement.
 - (l) Jan Ensrud, Mick Hamilton, and Michelle Sickler, WEB Advisors at the Middle School, splitting one position, Level H (step 1), according to the NEA Agreement.
 - (m) Co-Curricular Fall Assignments.
16. Amy Klein, Special Ed Educational Assistant PCA at the High School, 2.5 hrs./day, Class III, step 1, beginning 9/11/09.
 17. Lance Poole, Instructional Educational Assistant at the Middle School, 3 hrs./week, beginning 9/18/09, for the 2009-10 school year.
- b. TRA Part-Time Teacher Program
1. The Board authorized participation for the following teachers to participate in the TRA Part-Time Teacher Program, whereby the teacher who qualifies can personally purchase TRA service credit at no cost to the Northfield School District. •Shelly Hansen; •Dana Holden
- c. Retirements/Resignations
1. Jeremy Holien, Elementary Art Teacher, resignation effective 9/18/09.
 2. Susan Mattice, High School Administrative Support Assistant, retirement effective 10/30/09. Ms. Mattice has been with the district since 1984.
- d. Change in Assignment/Additional Assignment
1. Amy Stowe, transfer from Sibley Office Specialist to Middle School Administrative Support Assistant, effective 9/14/09, Class IV, step 4.
 2. Deb Kropf-Mastin, Special Ed Educational Assistant, increase from 6.25 hrs./day to 6.5 hrs./day.
 3. Jane Streitz, Special Ed Educational Assistant, decrease from 6.5 hrs./day to 6.25 hrs./day.
 4. Julia Johnson, Supervisory Ed Assistant/Special Ed Educational Assistant PCA, decrease from 7.25 hrs./day to 6.75 hrs./day.
 5. Ruth Morgan-Malecha, Special Ed Educational Assistant PCA, .5 increase in Supervisory EA, from 6.75 hrs./day to 7.25 hrs./day.
 6. Janet Amundson, from 3.5 EA/3.5 Special Ed EA PCA to 7.0 hrs./day Special Ed Educational Assistant PCA.
 7. Tammy Schwagerl, Special Ed EA PCA, 6.75 hrs./day, transfer from Greenvale Park to Middle School.
 8. Brenda Starin, Special Ed Educational Assistant on Unrequested Leave, to Special Ed Educational Assistant at the High School, 4 hrs./day.
 9. Natalie Crooks, Special Ed PCA, additional.25 hrs./day Special Ed PCA, for a total of 6.75 hrs./day.
 10. Mary Boyum, Special Ed PCA, additional 6.25 hrs./week Bus EA, for the 2009-10 school year.
 11. Nicole Gill, Special Ed PCA, additional 6.25 hrs./week Bus EA, for the 2009-10 school year.
 12. Jacqueline Meyer, Special Ed PCA, additional 7.5 hrs./week Bus EA, for the 2009-10 school year.
 13. Andrea Waldock, Special Ed PCA, additional 7.5 hrs./week Bus EA, for the 2009-10 school year.
 14. Yolanda Loken, Special Ed PCA, additional 6.25 hrs./week Bus EA, for the 2009-10 school year.

- e. Leave of Absence
 1. Michelle Sonnega, High School English Teacher, was granted an unpaid leave of absence for the first semester of the 2010-11 school year.

- f. Increase/Decrease/Change in Position
 1. Greenvale Park Office Specialist, increase from 7.5 hrs./day to 8 hrs./day, effective 9/14/09.
 2. Sibley Office Specialist, increase contract days from 202 to 203 and from 7 hrs./day to 8 hrs./day, effective 9/09.
 3. Cheryl Mathison, ALC Teacher, job share Independent Study every other Monday, 3 hrs./day.
 4. Darcy Seuer, ALC Teacher, job share Independent Study every other Monday, 3 hrs./day.
 5. Elizabeth Valentine, ESL Teacher at BW, to .7 FTE at BW and .3 FTE at Greenvale Park, beginning 9/14/09.
 6. Kristin Basinger, Instructional/Special Ed Educational Assistant PCA, additional 2.5 hrs./week Bus EA PCA, for the 2009-10 school year.
 7. Peggy Sheehy, Special Ed Educational Assistant on Unrequested Leave, to Special Ed Educational Assistant PCA at Longfellow, 3.5 hrs./day, Mon.-Thurs., beginning 9/14/09 for the 2009-10 school year.

*Lane placement subject to verification by Professional Growth Committee.

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

3. Gift Agreements.

Two gifts have been received from Sibley Elementary School's PTO:

- \$4800 – to be distributed to classrooms and Art, Music and Physical Education
- \$295 – for refrigerator magnets for the 2009-2010 school year

4. Facilities Agreement with Northfield Swim Club.

The Board approved the facilities Agreement with the Northfield Swim Club for the time period July 1, 2009 – June 30, 2010.

VIII. Items for Information

1. Draft of Annual Report on Curriculum, Instruction and Student Achievement.

Community Services Director Hannah Puczko presented a draft of the 2008-2009 Annual Report on Curriculum, Instruction and Student Performance. The Annual Report includes student achievement goals, staff development goals, and Measures of Academic Progress (MAP) test results compared to national averages. It also includes the testing and assessment schedule for the 2009-2010 school year. Once again, this report will be provided in a web-based online format. The community will be notified when it is available on the website, which will be by October 15, 2009.

2. Appointments to Subcommittee to Review Applications for School Board Vacancy.

Board Chair Kari Nelson appointed Mike Berthelsen, Noel Stratmoen and herself to a Board subcommittee that will review and recommend a candidate to fill the School Board vacancy created by the resignation of Diane Cirksena in August. The subcommittee will bring a recommendation and its rationale for the recommendation to the full Board on Monday, September 28, 2009 for discussion and a vote. The appointee will take the Oath of Office at the October 12, 2009, Regular School Board meeting.

3. Vacancy on the School Board – Deadline for Applying is September 15, 2009.

Board Chair Nelson reminded individuals desiring to apply to complete the application electronically or by requesting a paper copy from the Superintendent's office at 507/663-0629 by the deadline of Tuesday, September 15, 2009. An application can be found on the District's website: www.nfld.k12.mn.us or for further information, to please contact the Superintendent's office.

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4. Preliminary Enrollment Report.

A preliminary enrollment report was provided to the School Board. The enrollment report will be updated weekly until October 1, which is considered final for the State.

5. Superintendent Richardson reported that he will miss the September 28, 2009, Regular School Board meeting because he will be attending the MN Association of School Administrators Fall Conference in Duluth, MN. Director of Business Affairs Tom Stringer will fill-in for him.

IX. Future Meetings

Monday, September 28, 2009, 7:00 PM, Regular School Board meeting, Northfield High School Media Center

Monday, October 12, 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 8:20 PM.

Ellen Iverson, School Board Clerk