

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Meeting
November 9, 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
A correction to the October 26th minutes was made by Nelson. In one location the minutes incorrectly reported the location of the Companeros review sessions.
On a motion by Iverson, seconded by Maple, the minutes of the Regular School Board meeting held on October 26, 2009, were unanimously approved, as corrected.
- V. Announcements and Recognitions
 - At the MN Community Education Association conference last week the Northfield Healthy Community Initiative received MCEA's Outstanding Organization Award
 - Kari Gorr, Ventures Coordinator, received an Emerging Leader Award from MCEA for her contributions both in the Northfield School District and to the state via MCEA.
 - Kudos on the District Band Concert on November 2nd! Jeff Hodapp was the guest musician who highlighted the tuba. It was great that students at all levels were able to perform. Thanks to all the band directors!
 - The Greenvale Park Geckos raised \$701.95 for UNICEF. Congratulations to the students and staff at Greenvale Park!
 - The Fall Musical, "Fiddler on the Roof", directed by Bob Gregory-Bjorklund opened last Friday at the high school auditorium. Both performances last weekend were sell outs, so the public is advised to get tickets in the high school office this week for this coming weekend's performances. Tickets are \$7/adults \$5/students.
 - On Saturday morning, October 31, twenty Northfield Middle School students, their parents, and 75 members of WINGS (Women In Northfield Giving Support), gathered in the Middle School's Media Center to discuss and learn more about two successful Middle School programs which have received WINGS grants this past year. WINGS President Nancy Carlson and Middle School Media Specialist Amy Sieve discussed the Middle School bookstore, The Tattered Pages and the live, video-streamed news show, The Morning News, which airs at 7:57 each morning. The Tattered Pages allows students to "purchase" donated books using coupons awarded for good behavior or doing tasks around the school, while the Morning News is a largely student-run televised morning news program at the middle school. Members of WINGS were able to sit in on a taping of three different news broadcasts.
 - The unranked Boys Soccer team, coached by Jorge Zuccolotto, earned a spot in the State Tournament by defeating number one section seed, Lakeville North on Oct 22. They faced the number one team in the State (Apple Valley) at the Semi-Final on Nov 2. They did lose that game 3-2. They then faced the number two team in the state (Woodbury) at the consolation game on Nov 3 and lost 1-0. Congratulations to the Boys Soccer team on their successful year!
 - The football team defeated New Prague last Friday night to win the section championship. They will face Mankato West in the first round of the State Tournament on Friday at Lakeville North High School at 7:00 PM. Head football coach is Bubba Sullivan.
 - The Volleyball team was defeated by Rochester Century in the Section final last Thursday. Their coach is Tim Torstenson.

VI. Items for Discussion and / or Reports

1. FY 2009 Audit Results.

LarsonAllen LLP: CPAs, an independent audit firm, issued a clean, unqualified audit report for 2008-09. This is the highest opinion that can be issued. Mike Ward, principal with LarsonAllen, praised the District because no additional journal entries were required by the auditors to the financial records this year. Financially, the District finished the year slightly ahead of our plan to restore the fund balance in the General Fund. This is the largest fund and provides for the day-to-day operation of the Northfield Schools. After being in Statutory Operating Debt in 2005, the Board adopted a long range plan to restore reserves to a level sufficient to maintain current staff and programs despite current and future shortfalls in state funding.

2. School Improvement Plan Reports – Bridgewater and Sibley Elementary Schools.

The site continuous improvement plan presentations over the next several school board meetings will first document the progress made on the school improvement goals from the 2008-09 school year, then describe the 2009-10 site improvement goals, the data or evidence that was used to identify those goals, and the specific performance targets that will be used to determine success in reaching the goals. The presentations will also highlight the specific activities and staff development that will be completed during the 2009-10 school year. Bridgewater Principal Nancy Antoine, Bridgewater Teachers Karen Zwolenski and Connie Nelson and Sibley Principal Scott Sannes presented their school's continuous improvement plan to the Board.

VII. Superintendent's Report

A. Items for Individual Action

1. FY 2009 Audit.

On a motion by Stratmoen, seconded by Berthelsen, the Board unanimously accepted the 2008-2009 audit report as presented.

2. Fund Balance Designation.

On a motion by Berthelsen, seconded by Iverson, the Board unanimously adopted the following resolution:

RESOLVED, that the School Board of Independent School District No. 659 designate \$1,686,384 to help meet future unfunded liabilities for retiree benefit and severance costs. Voting 'yes' was Berthelsen, Maple, Iverson, Pritchard, Quinnell, Stratmoen and Nelson. No one voted 'no.'

3. Lease Purchase Financing for Sibley Elementary School.

On a motion by Quinnell, seconded by Berthelsen, the Board unanimously approved the Resolution Approving and Authorizing the Execution of a Lease Agreement, a Ground Lease Agreement and Related Documents and Certificates. Voting 'yes' was Berthelsen, Maple, Iverson, Pritchard, Quinnell, Stratmoen and Nelson. No one voted 'no.'

4. Grant Request.

On a motion by Iverson, seconded by Maple, the Board unanimously approved the grant request to the Minnesota Pollution Control Agency in the amount of \$40,000 and the Authorization Resolution, should the grant be received.

WHEREAS, the Northfield School District, ISD 659, applied for a grant from the Minnesota Pollution Control Agency (MPCA), under its FY 10 Environmental Assistance Grant Program; and WHEREAS, if MPCA funding is received, Northfield School District, ISD 659, is committed to implementing the proposed project as described in the grant application; and WHEREAS, MPCA requires that Northfield School District, ISD 659 enter into a grant agreement with MPCA that identifies the terms and conditions of the funding award;

BE IT RESOLVED THAT the Northfield School District, ISD 659 hereby agrees to enter into and sign a grant agreement with the MPCA to carry out the project specified therein and to comply with all of the terms, conditions, and matching provisions of the grant agreement and authorizes and directs the Superintendent of Schools to sign the grant agreement on its behalf.

Voting 'yes' was Berthelsen, Maple, Iverson, Pritchard, Quinnell, Stratmoen and Nelson. No one voted 'no.'

5. American Education Week Proclamation: November 15-21.

On a motion by Pritchard, seconded by Stratmoen, the Board unanimously approved the following American Education Week Proclamation.

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and
WHEREAS, education employees - be they custodians or teachers, bus drivers or librarians - work tirelessly to serve our children and communities with care and professionalism; and
WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common enterprise;
Now, therefore, the Board of Education of the Northfield Public Schools, do hereby proclaim November 15-21 as the 88th annual observance of American Education Week.

B. Items for Consent Grouping.

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

1. Overnight Student Field Trip Proposal.

The Board approved a request from High School Social Studies Teacher Scott Peterson to take a group of students to Switzerland, Italy and France for 13 days next summer (June 14-26).

2. Personnel Items.

a. Appointments**

1. Kelle Edwards, Special Ed Educational Assistant PCA at Greenvale Park, 6.75 hrs./day beginning 10/28/09 through 6/11/10, Class III, Step 1, \$13.26/hour.
2. Kimberly Medin, Special Ed Educational Assistant PCA at the Middle School, 6.75 hrs./day beginning 11/5/09 through 6/11/10, Class III, Step 1, \$13.26/hour.
3. Matthew Knutson, Targeted Services Teacher at Bridgewater Elementary, 2.5 hrs./week, beginning 10/28/09 through 4/29/10.
4. Erin Nohava-Hall, Targeted Services Teacher at Greenvale Park, 2.5 hrs./week, beginning 11/3/09 through 4/29/10.
5. Felipe Velazquez, PLUS Site Leader at Greenvale Park, 6.25 hrs./week for 19 wks., beginning 10/28/09 through 4/29/10, Step 2, \$14.03/hour.
6. Nhung Bui, PLUS Site Assistant at Greenvale Park, 7.5 hrs./week for 19 wks., beginning 10/28/09 through 4/29/10, Step 2, \$11.32/hour.
7. Kamille Kirchberg, PLUS Site Assistant at Greenvale Park, 8 hrs./week, beginning 11/4/09 through 4/29/10, Step 1, \$11.03/hour.
8. Margaret Hogan, PLUS Site Assistant at Middle School, 15 hrs./week, beginning 11/5/09 through 4/29/10, Step 1, \$11.03/hour.
9. Liv Thompson, PLUS Site Assistant at Sibley, 10 hrs./week for 19 wks., beginning 10/29/09 through 4/29/10, Step 1, \$11.03/hour.
10. Kristin Basinger, PLUS Site Assistant at Bridgewater for 5 hrs./week, beginning 10/28/09 through 4/29/10, Step 4, \$11.91/hour.

11. Blayr Gilitiuk, PLUS Site Assistant at Bridgewater for 8 hrs./week, beginning 11/2/09 through 4/29/10, Step 1, \$11.03/hour.
 12. Margaret Hogan, Site Assistant at Greenvale Park for 1.5 hrs./week, beginning 10/28/09 through 6/9/10, Step 1, \$11.03/hour.
 13. Josh Olson, Site Assistant at Greenvale Park for 1.5 hrs./week, beginning 10/28/09 through 6/9/10, Step 1, \$11.03/hour.
 14. Victoria Tigner, Site Assistant at Greenvale Park for 1.5 hrs./week, beginning 10/28/09 through 6/9/10, Step 1, \$11.03/hour.
 15. Chelsie Connolly, Site Assistant at Bridgewater for 1.5 hrs./week, beginning 10/28/09 through 6/9/10, Step 1, \$11.03/hour.
 16. Claire Ernst, Site Assistant at Bridgewater for 1.5 hrs./week, beginning 10/28/09 through 6/9/10, Step 1, \$11.03/hour.
 17. Bryan Miller, Site Assistant at Bridgewater for 1.5 hrs./week, beginning 10/28/09 through 6/9/10, Step 1, \$11.03/hour.
 18. Tony Burciaga, Site Assistant at Bridgewater for 1.5 hrs./week, beginning 10/28/09 through 6/9/10, Step 1, \$11.03/hour.
 19. Shilada Madson, Site Assistant at Bridgewater for 1.5 hrs./week, beginning 10/28/09 through 6/9/10, Step 1, \$11.03/hour.
 20. Kelly Foster, Site Leader at Sibley for 10 hrs./week, beginning 10/29/09 through 4/29/10, Step 1, \$13.74/hour.
 21. Blayr Gilitiuk, Site Assistant at Bridgewater for 1.5 hrs./week, beginning 10/28/09 through 4/29/10, Step 1, \$11.03/hour.
 22. Janet Freeman, Food Service Associate I at the High School, beginning 11/16/09, \$13.55/hour.
 23. Co-Curricular Assignments.
 24. Andrew McMahon, Site Assistant at Sibley for 1.5 hrs./week, beginning 11/4/09 through 6/9/10, Step 1, \$11.03/hour.
- b. Increase/Decrease/Change in Assignment
1. Amanda Schrader, Targeted Services Teacher at Sibley for 4 hrs/week, beginning 10/28/09 through 4/29/10.
 2. Renee Rasmussen, Targeted Services Teacher at Sibley for 2.5 hrs./week, beginning 10/28/09 through 4/29/10.
 3. Stephanie Grundmann, Targeted Services Teacher at Greenvale Park for 2.5 hrs./week, beginning 10/28/09 through 4/29/10.
 4. Michelle Morales, Targeted Services Teacher at Greenvale Park for 2.5 hrs./week, beginning 10/28/09 through 4/29/10.
 5. Elizabeth Valentine, Targeted Services Teacher at Greenvale Park for 2.5 hrs./week, beginning 10/28/09 through 4/29/10.
 6. Anne Balluff, Special Education Teacher at the Middle School, transferring to Special Education Teacher at Greenvale Park, effective 11/9/09.
 7. Amy Klein, Instructional Educational Assistant/Special Ed Educational Assistant PCA at the High School, additional 10 hrs./week as an Instructional Educational Assistant at the Middle School, beginning 11/2/09, Class II, step 1, \$12.85/hr.
 8. Kristin Basinger, Instructional Educational Assistant/Special Ed Educational Assistant PCA at Bridgewater, decreasing from 7.25 hrs./day to 7.0 hrs./day, effective 9/8/09.
 9. Lance Poole, Instructional Educational Assistant at the Middle School, additional 6.75 hrs./day as Special Ed Educational Assistant PCA at the Middle School, effective 11/2/09 through 6/11/10, Class III, step 1, \$13.26/hour.
 10. Mary McGovern, Title Teacher at Greenvale, from 5.5 hrs./day to 6.25 hrs./day (additional 45 min./day) as Literacy Coach at Greenvale Park.

11. Pablo Orozco, PLUS Site Assistant at Greenvale, unable to meet employment requirement as approved at October 26, 2009 board meeting.
 12. Amy Klein, Instructional Educational Assistant 10 hrs./week/Special Ed Educational Assistant PCA 22.5 hrs./week, increase in PCA hours from 22.5 hrs./week to 27.5 hrs./week, effective 11/6/09 through 6/11/10.
- c. Retirement/Resignations.
1. Robert Sellers, Sibley Elementary Head Custodian, retirement effective March 1, 2010.
 2. Sara Tromsness, Site Assistant at Bridgewater Elementary, resignation effective 11/13/09.
 3. Natalie Ojala, Special Ed Educational Assistant at Sibley Elementary, resignation effective 11/18/09.
- d. Leave of Absence
1. Jennifer Lompart, ESL Teacher at the High School, FMLA leave of absence beginning 11/11/09 and returning on 1/4/10.
- e. Approval of Superintendent's Performance Incentive Pay for 2008-2009 Contract Year.
Based on its evaluation of the Superintendent's performance and achievements, the Board awarded the full performance incentive pay for contract year 2008-2009 as provided in the Superintendent's contract. The Superintendent may elect to receive this in equal installments for the remainder of the 2009-2010 contract year.
- f. Approval of Superintendent Contract provisions for the 2009-2010 Contract Year.
The Board approved the following Superintendent contract provisions for the 2009-2010 contract year:
- Update the language and current dollar amounts regarding the district's health insurance premium contributions. (Note: This dollar change has already been implemented in accordance with the current contract provisions, because the current contract language provides the superintendent's health insurance benefits may not fall below that of principals and non-union administrators. The language change provides clarity for payroll processing.)
 - An additional \$3,000 under the tax sheltered annuity plan provisions of the contract. (Note: State law has changed to permit additional district contributions.)
- g. Approval of 2010-2013 Superintendent's Contract.
The Board approved an additional three year contract for the Superintendent with language, salary and benefit items identical to those found in the 2007-10 contract as amended 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. Grant Request.
A \$4500 grant request to the Northfield Area Foundation to help fund counseling services for Latino students who otherwise would not have access to such services was approved.

VIII. Items for Information

1. Enrollment Report – November 1.

IX. Future Meetings

Monday, November 23, 2009, 6:30 PM, Reception for National Merit Scholars, NHS Upper Cafeteria
Monday, November 23, 2009, **Please note change in time: 7:30 PM**, Regular School Board meeting,

School Board Minutes

November 9, 2009

Page Six

Northfield High School Media Center
Monday, December 14, 2009, 7:00 PM, Truth in Taxation Hearing followed by the Regular School Board Meeting,
Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 8:55 PM.

Ellen Iverson, School Board Clerk