

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Meeting
November 23, 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 7:45 pm. No one was absent. The School Board meeting was preceded by a reception for National Merit Scholars and their families.

II. Agenda Changes.

The table file was added.

III. Public Comment

There was none.

IV. Approval of Minutes

On a motion by Stratmoen, seconded by Quinnell, the minutes of the Regular School Board meeting held on November 9, 2009, were unanimously approved.

V. Announcements and Recognitions

- On November 14, three Sibley students participated in the South Central Service Cooperative's Fall Chess Tournament. Jackson Hillmann, a fifth grader, placed 3rd in the 5th and 6th grade division. Grace Hillmann, a 3rd grader, and Peter Hillmann, a kindergartner, participated in the tournament.
- Bridgewater students raised \$1,221.73 for UNICEF! And Greenvale Park students collected 320 pounds of food for the food shelf.
- The Tattered Pages Bookstore is expecting to "sell" and gift-wrap hundreds of books during its Third Annual Holiday Shopping Extravaganza. Any donations of gently used books or holiday wrapping would be greatly appreciated. To better accommodate our non-English reading families, Mayor Rossing has offered to donate many items from Present Perfect, that would fit in with a bookstore theme (stationary, pens, bookmarks, calendars, etc). The sale will be held during the school day from December 10-18.
- The H1N1 vaccination clinic on November 20 went very well. 355 people were vaccinated.
- Pritchard noted that the Northfield Area Foundation celebrated its 15th anniversary. The School District has been touched by NAF's generosity.
- Stratmoen reported that the High School production of "Fiddler on the Roof" was excellent.

VI. Items for Discussion and / or Reports

1. School Improvement Plan Reports – Northfield Middle School and the Area Learning Center.
Two more school improvement plans were presented. Middle School Principal Jeff Pesta, along with staff members Ruben Alvarez and Suzie Mwarabu, and parent and community members Jill Ponder and Patty Gallivan presented the Middle School's Annual Progress Report and School Improvement Plan. Pat Parlin, Director of the Northfield Area Learning Center, presented the ALC's report and plan.
2. Greenvale Park Elementary School's Professional Learning Communities (PLC) Report.
This presentation was the third in a series of monthly informational reports on the implementation of Professional Learning Communities (PLCs) in the Northfield Public Schools. The Board viewed a video presentation that highlighted the work being done in one of the PLCs and how those efforts directly impacted the instruction of students in their classrooms. Greenvale Park Staff Diane Torbenson, Leslee Swenson, Tony Seidl, and Anne Morrissey were featured in the video and answered questions from the Board about the work of their PLC. They shared information about identifying essential learnings for their grade level

based on data, developing rubrics and formative assessments and teaching students lessons focused on successfully demonstrating the learning of the essential skills and concepts.

VII. Superintendent's Report

A. Items for Individual Action

There were no items.

B. Items for Consent Grouping.

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

1. Student Activity Account Transfer.

The Board approved transferring up to \$600 from the Speech student activity account into a payroll account to pay for additional coaches. The Speech team intentionally fundraised so that more coaches could be secured.

2. Personnel Items.

a. Appointments**

1. Ruth McCarty, Long-Term Substitute Special Education Teacher at the ALC/HS, from on or about 2/20/09 for 8 weeks, MA60-17.
2. Michael Allen, Long-Term Substitute Teacher at the Middle School ALC, from 9/28/09 and continuing on an intermittent basis, MA-6.
3. Cheryl Barnes, Long-Term Substitute Teacher at Bridgewater Elementary, beginning on or about 11/23/09 through 1/29/10, BA60-7.
4. Sheryl Docken, Office Specialist Student Activities Coordinator at the High School, beginning 11/25/09, Class III, step 1, \$16.15/hour.
5. Kamille Kirchberg, Liv Thompson, Josh Olson, Victoria Tigner, Chelsie Connolly, Claire Ernst, Bryan Miller, Tony Burciaga and Shilada Madson, *correction in hourly rate of pay from \$11.03/hour to \$7.93/hour as Student Site Assistants.*
6. Co-Curricular Assignments:
 - a. Tina Schlottman, 9th Grade PT Girls Basketball Coach, beginning 11/16/09, \$12.00/hour.
 - b. Jennifer Rauk, Assistant Nordic Ski Coach, beginning 11/16/09, Level G, (step 1).
 - c. Mark Thornton, Head Boys Track Coach, beginning 3/16/10, Level A, (step 1).
 - d. Jacob Kieke, 7th Grade Basketball Coach – Session I, \$10.00/hr. beginning 12/1/09.
7. Krista Morrow, Special Ed Educational Assistant PCA, 12.5 hrs./week at Sibley KidVentures, beginning 11/20/09, Class III, step 1, \$13.26/hr.

b. Leaves of Absence

1. Jill Heasley, FMLA childcare leave of absence from on or about 4/27/10 through 6/14/10.
2. April Ostermann, FMLA adoption childcare leave of absence from on or about 11/20/09 through 1/29/10. (*corrected from 11/16/09 through 1/15/10.*)
3. Katherine Norrie, 0.6 FTE childcare leave of absence from on or about 4/16/10 through 6/14/10.
4. Patrick Bullard, FMLA leave of absence from 11/10/09 through 12/9/09.

c. Increase/Decrease/Change in Assignment

1. Shari Bridley, Special Ed Educational Assistant PCA, additional 65 minutes/day EA and Bus PCA, beginning 11/10/09 through 6/11/10, \$13.26/hour.
2. Peggy Sheehy, Special Ed Educational Assistant PCA, additional 40 minutes/day Bus EA PCA, beginning 11/10/09 through 6/11/10, \$13.26/hour.
3. Andrea Waldock, Special Ed Educational Assistant PCA, decrease in hours from 7.5 hrs./week to 5.25 hrs./week, effective 9/8/09 through 6/11/10.
4. Felipe Velazquez, Long-Term Substitute Special Ed Educational Assistant PCA at Greenvale Park Elementary, continuing in position from 11/1/09 through 1/22/10.

- 5. Debbie Foley, EarlyVentures Site Assistant, decrease in hours from 29.5 hrs./week to 16 hrs./week, effective 11/24/09.
- 6. Anna Kelly, EarlyVentures Site Assistant, decrease in hours from 32.25 hrs./week to 18.75 hrs./week, effective 11/24/09.

*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.

The Middle School has received a \$5000 grant from the Midwest Dairy Council to increase awareness of eating healthy and getting 60-minutes of exercise each day.

4. Sibley Construction-Change order No. 1.

The following Change Orders were approved and signed off by the Board of Education as an amendment to the base construction contract. This is actually a batch of changes and quite likely will be the bulk of them since the building is well along to being built. There is approximately \$99,000 remaining in the construction contingency budget.

RFP No. 1 - Remove testing and balance from scope of work.	DEDUCT:	(\$2,500.00)
RFP No. 2 - Replace hydrant and add valves.	ADD:	\$5,247.90
RFP No. 3 - Revise storm drainage.	ADD:	\$15,687.00
RFP No. 4 - Revised grading on south lot.	ADD:	\$2,205.00
RFP No. 6 - Re-grade and add trails.	ADD:	\$7,944.30
RFP No. 6 - Add rip-rap - 3 locations.	ADD:	\$674.10
RFP No. 8 - Seed additional area - revised parking lot.	ADD:	\$997.50
RFP No. 3 - Data Cable.	ADD:	<u>\$20,881.88</u>
	TOTAL:	ADD: \$51,137.68

5. Financial Reports –July, August and September 2009.

The Board approved:

- Paid bills totaling \$1,280,306.34, payroll checks totaling \$544,243.51, bond payments of \$1,332,692.52 and the financial reports for July 2009.
- Paid bills totaling \$1,346,393.52, payroll checks totaling \$499,990.91 and the financial reports for August 2009. No Bond payments were made in August 2009.
- Paid bills totaling \$1,510,823.43, payroll checks totaling \$1,896,741.01 and the financial reports for September 2009. No Bond payments were made in September 2009.

VIII. Items for Information

1. Enrollment Options Report.

The 2009-2010 Enrollment Options Report was presented. The Northfield Public Schools has 276 students attending our schools from other school districts this school year compared to 294 last year. 772 Northfield students are attending school elsewhere, including other public schools (157), charter schools (256), home schools (128) and non-public schools (231). This compares to 705 students last year. Superintendent Richardson provided a document that provided a historical perspective on our school district’s enrollment options. Berthelsen encouraged administration to “pay attention” because these statistics translate into 18% of Northfield students going elsewhere.

2. Fall Parent-Teacher Conferences.

	<u>2009</u>	<u>2008</u>
Greenvale Park	95%	95%
Sibley	99%	99%
Bridgewater	94%	97%
Middle School	77%	73%
High School	55%	55%

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IX. Future Meetings

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

Monday, January 11, 2010, 7:00 PM, Organizational Meeting followed by the Regular School Board Meeting,
Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Iverson, the Board adjourned at 9:30 PM.

Ellen Iverson, School Board Clerk