

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
June 14, 2010
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. Maple 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 Iverson, the minutes of the Regular School Board meeting held on May 24, 2010, were unanimously approved.

V. Announcements and Recognitions

- High School English Teacher Troy Cohrs has been named a regional honoree in the WEM Foundation's *2010 Outstanding Educator Awards* program. Troy is being honored in the ***Academic Challenge Coach of the Year*** category, which recognizes coaches of student teams who participate and compete in academic challenge or enrichment programs endorsed by the Minnesota Academic League Council. He will receive an unrestricted \$1,000 gift, trophy and the opportunity to compete in the state competition next year. Kirsten Kuehl from the Southeast Service Cooperative presented Troy with the Award.
- Congratulations to the Fourth Grade Team at Greenvale Park on being awarded a grant from the MN State Arts Board. Next February they will once again work with Perrin Boyd on the performance "Circus of the States."
- A special thank you to Arlene Kjar and Prairie Partners of Cannon Valley, which is a small group of individuals that live in Northfield and the surrounding community. They obtained a \$600 grant from the Northfield Garden Club to beautify the Greenvale Park Elementary Nature Area. Prairie Partners also held a garage sale and donated most of the proceeds to Greenvale Park so that field guides and teacher instructional books on nature and science could be purchased to make it easier for the teachers to work nature into their lessons. They have also been cleared to be school volunteers and have helped with several nature activities at school. Thank you to this wonderful group of volunteers and for all that they have done for our schools, especially Greenvale Park.
- The Annual Bridgewater Compañeros Espectaculo Performance was held last week at the Middle School. The students did an excellent job! A big thank you to Bridgewater Amity Intern Jenny Patiño Fagua for emceeding the event and performing as well. She also directed the Spanish Club, which performed at the beginning of the show.
- The Girls Golf team went to state this year, which is the first time in 28-years!
- And from the Maroon and Gold Reception on May 24: - Outstanding Senior Athletes are: Female Individual Sports – Beret Amundson; Female Team Sports – Morgan Zabel; Male Individual Sports – Tristin Faust; Male Team Sports – Sam Maus. KYMN Coach of the Year – Wrestling Coach and Special Education Teacher – Cliff Casteel. Drama Student of the Year – Stina Nesbit.

VI. Items for Discussion and / or Reports

1. District Educational Program Advisory Committee (DEPAC) Goals for 2010-2011.
Lisa Malecha, representing the District Educational Program Advisory Council (DEPAC), presented to the Board the recommended goals for the 2010-2011 school year that were developed by this committee of citizens and staff members over the last several months.

2. PRIMEtime.

High School Assistant Principal Marnie Thompson and Area Learning Center Director Pat Parlin gave the Board a third year progress report on PRIMEtime, which encompasses the following programs: PLUS After School Program (K-8), Summer PLUS (K-8), Evening Homework Help (6-12), Middle School Youth Center (6-8) and Northfield Union of Youth (6-12). Francisco Gonzalez and Stephanie Garcia, who will be seventh graders next year, spoke about how important the Middle School Youth Center has been to them.

3. Northfield Area Family YMCA Presentation.

Bob Pfefferle and Virginia Kazmarek, representing the Northfield YMCA, shared their thoughts about the concept of a cooperative project that would locate a new YMCA on the Northfield High School site. The presentation provided a broad overview of the concept and asked the Board to consider the possibility of this cooperative venture after the Board has the opportunity to gather information, discuss the concept in detail and gather feedback from the community about this opportunity. Board members asked clarifying questions and commented on the proposal. The Board will hold work sessions in July and August to discuss further.

VII. Superintendent's Report

A. Items for Individual Action

1. Awarding of Networking Bid at Northfield High School.

On a motion by Iverson, seconded by Stratmoen, the Board approved awarding the 2010 Technology Wiring Project in the amount of \$55,135.00 to Dell-Com.

2. Proposed 2010-2011 Budget – All Funds.

On a motion by Berthelsen, seconded by Pritchard, the Board approved the proposed 2010-11 budgets as presented for all funds.

<u>Fund</u>	<u>Revenue</u>	<u>Expenditures</u>
General	\$ 36,435,542	\$ 36,012,880
Operating Capital and Health and Safety	2,159,168	1,862,938
Food Services	1,661,327	1,744,010
Community Services	2,085,021	2,039,543
Construction	1,000	361,548
Debt Service	6,123,969	5,915,098
Trust	28,750	35,750
<u>Dental</u>	<u>444,078</u>	<u>460,213</u>
Total	\$ 48,938,855	\$ 48,431,980

3. Resolution Authorizing the District to Enter into a Line of Credit Agreement with a Financial Institution.

On a motion by Pritchard, seconded by Quinnell, the Board approved the resolution authorizing the District to enter into a line of credit agreement with a financial institution. Voting 'yes' was Berthelsen, Iverson, Pritchard, Quinnell, Stratmoen and Nelson. No one voted 'no.' Maple was absent.

4. Resolution Establishing Dates for Filing Affidavits of Candidacy.

On a motion Pritchard, seconded by Berthelsen, the Board approved the resolution establishing dates for filing affidavits of candidacy as presented. Voting 'yes' was Berthelsen, Iverson, Pritchard, Quinnell, Stratmoen and Nelson. No one voted 'no.' Maple was absent.

5. Contract Award – Longfellow Dehumidification and Boiler.
On a motion Stratmoen, seconded by Iverson, the Board approved the low qualified proposal from Johnson Controls in the amount of \$232,611, shown in the tabulation.
6. Contract Award – Bridgewater Parking Lot.
On a motion by Quinnell, seconded by Pritchard, the Board approved the low qualified proposal from American Excavating in the amount of \$51,717.00 for the Bridgewater Parking lot, as shown in the tabulation.

B. Items for Consent Grouping.

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

1. Family/Student/Co-Curricular Handbooks for 2010-11.
Changes to the Family Handbook for the elementary schools, the Student Handbooks for the High School, Middle School, and the Area Learning Center and the Co-Curricular Activities Handbook for the 2010-2011 school year were approved by the Board. No changes were recommended for the 2010-2011 Co-Curricular Activities Handbook other than the standard changes in dates and year. These handbooks carry the force of School Board policy.
2. Student Citizenship Handbook.
The suggested changes to the 2010-2011 Student Citizenship Handbook were approved. The distribution method of the Student Citizenship Handbook for 2010-2011 will remain the same as this year. The youngest elementary student will receive the Handbook, which will include a page that is to be completed by a parent or guardian indicating that they have received and reviewed the Handbook with their elementary student(s). This page is to be returned to the classroom teacher. Each secondary student will receive a Handbook, which will be reviewed with secondary students at the beginning of the school year.
3. Tentative High School Overnight Trips Planned for 2010-2011.
The High School overnight trips for the 2010-11 school year as listed in the memorandum from High School Principal Joel Leer dated May 2010 were approved.
4. Cooperative Sponsorships with ARTech.
The Board approved entering into a cooperative sponsorship with ARTech for Football, Girls Soccer and Girls Basketball for the 2010-2011 and 2011-2012 school years. The Board also dissolved the cooperative sponsorships with ARTech for Boys Basketball, Boys Hockey, Girls Hockey, Wrestling, Girls Golf, Baseball, Boys Golf and Softball due to lack of student interest.
5. Agreement with the City of Northfield.
The Board approved the Agreement Between the City of Northfield and Independent School District 659 Relating to Community Services Recreation Program. The City of Northfield approved the Agreement at its meeting on Tuesday, June 1.
6. Personnel Items.
 - a. Appointments**
 1. Paul Bernhard, Physical Education Teacher at Bridgewater, beginning 8/30/10, MA, step 4.
 2. Sarah Van den Akker, ESL Teacher at Middle/High School, beginning 8/30/10, BA30, step 0.
 3. Lynn Broberg, Special Education EBD Teacher at Middle School, beginning 8/30/10, MA, step 6.

4. Constance Menssen, Early Childhood Screening Substitute, beginning September, 2010, \$19.00/hr.
5. Erin Nohava-Hall, Early Childhood Screening Substitute, beginning September, 2010, \$19.00/hr.
6. Melissa Reed, School Psychologist at Sibley/Middle School, beginning 8/30/10, MA45, step 6.
7. Steve Taggart, Industrial Technology Teacher at the High School, beginning 8/30/10, BA-5.
8. Amanda Wendorff, Special Education Teacher at the High School, beginning 8/30/10, BA-0.
9. Annie Oftedahl, Early Childhood Special Education Instructor at Longfellow, beginning 8/30/10, BA-0.
10. LaDonna Miller, Special Ed Educational Assistant PCA at Greenvale Park, beginning 5/28/10 through 6/11/10, 6.75 hrs./day, step 1, \$13.26/hr.
11. Katherine Sandberg, Rice County Family Services Collaborative Coordinator, beginning 7/1/10, \$60,065.00. (*This position is contingent on continued grant-funding.*)
12. 2010 Summer Bridges to Kindergarten Program – July 26-August 27, 2010, 15 hrs./week, hourly rate based on NEA Agreement: Kristen Cade, Erin Nohava-Hall, Lahna Tran, Stephanie Grundman, Patricia Rogne, Sarah Yantzer and Gretchen Heil
13. 2010 Summer PLUS Program Site Leads – Mon.-Thurs., 6 hrs./day, June 21-July 29, 2010: Kristin Basinger, Brenda Canning, and Margaret Colangelo
14. 2010 Summer PLUS Program Site Assistants – Mon.-Thurs., 5 hrs./day, June 21-July 29, 2010: Alexis Bloch, Kourtney Huettl, Joshua Moses, Erika Velasquez, Nhung, Bui, Jessica Jessen, Jennifer Nohava, Carol Beumer, Joseph Jorgensen, Priscilla Perez, Elliott Courchaine, Kamille Kirchberg, Deanne Schmidt, David Duba, Bonnie Klamm, Brenda Starin, Kaley Huettl, Matthew Knutson, and Dee Tomczik
- 2010 Summer PLUS Program Site Assistant – Mon.-Thurs., 2.5 hrs./day, June 21-July 29, 2010: William Bird
15. 2010 Summer KidVentures, EarlyVentures, SummerVentures & Summer EarlyVentures – June 14-August 27, 2010
KidVentures Staff:
Michael Berger – KidVentures Site Leader – increase from 12.5 hrs./week to 40 hrs./week
Vanessa Grave – KidVentures Site Leader – increase from 23.25 hrs./week to 25 hrs./week
Dana Jans – KidVentures Site Leader – increase from 26.25 hrs./week to 38 hrs./week
Angie Maas – KidVentures Site Leader – increase from 26.5 hrs./week to 30 hrs./week
Charmane Olson – KidVentures Site Assistant – increase from 13.5 hrs./week to 30 hrs./week
Hope Sweet – KidVentures Site Assistant – placed on sub list (*summer only*)
Nicki Thompson – KidVentures Site Instructor – 38 hrs./week
Zach Vanek – KidVentures Special Ed Educational Assistant PCA– increase from 12.5 hrs./week to 40 hrs./week
Crystin Voxland – KidVentures Site Instructor – 36 hrs./week

EarlyVentures Staff:
Tami Brings – remains the same as school year
Ashley Evans – Site Assistant – 18.5 hrs./week
Debbie Foley – Site Assistant – placed on sub list (*summer only*)
Anna Kelly – Site Assistant – increase from 16.5 hrs./week to 28 hrs./week
Amy Sherwood – Site Assistant – increase from 32.5 hrs./week to 37 hrs./week
Elizabeth Stahly – Site Assistant – 10 hrs./week

Tammie Warner – Site Assistant – decrease from 32.25 hrs./week to 26.5 hrs./week

Summer Ventures & Summer Early Ventures Staff:

Chris DeLuca – Summer Site Instructor, up to 35 hrs./week

Ryan St. John – Summer Site Instructor – 38 hrs./week

Ashley Evans – Site Assistant – 16 hrs./week

Elizabeth Stahly – Site Assistant – 25 hrs./week

16. 2010 Summer Recreation Staff: Baseball, Tennis, SUPER Kids, Softball, Track, Wiggle & Giggle, Soccer, Lacrosse, Swim Lessons

Michael Abdella	Erin Eggum	Carly Oto
Scott Abdella	Claire Foley	Jessica Pfahning
Laura Allen	Kevin Hagen	Thomas Pfahning
Christopher Anderson	Will Hanisch	Hannah Pilger
Leif Bade	Jacie Haroldson	Jacob Pleschourt
Aaron Bakke	Kyle Kuhn	Hannah Sayner
Scott Benjamin	Laura Johnson	Cody Schmidt
Kaitlyn Bicek	Beth LaCanne	Jennifer Shaw
Vinh Bui	Leigh Langehough	Torrey Smith
Erik Burton	Jens Loven-Holt	Sarah Tiano
Elizabeth Carlson	Emily Marks	Rachel Wille
Gretchen Colby	Kelly Maroney	Andrea Willgohs
Carly Davidson	Katherine Moors	Katie Windschitl
Glenn Dworsky	Reid Olson	Morgan Zabel
Any Zach		

17. Theresa Olson, Food Service I Associate, effective 8/23/10, \$13.55/hour.

18. Blayr Gilitiuk, Summer PLUS Site Assistant – Mon.-Thurs., 2.5 hrs./day, 6/21/10 through 7/29/10, \$11.03/hour.

19. Stephani Parlin, Special Education Extended School Year DCD-SP, beginning 6/27/10 through 7/30/10, BA-0.

20. 2010 Special Education Extended School Year Services Staff from 6/15/10-8/28/10 – list as provided by Cheryl Hall in a memorandum dated 6/14/10.

b. Leaves of Absence

1. Nancy Meyers, leave of absence beginning 5/24/10 through 6/11/10.
2. Emelyn Osborn, medical leave of absence from 5/28/10 through 6/11/10.
3. Dana Jans, Early Childhood Family Education Educational Assistant, childcare leave of absence from on or about 8/20/10 through 10/31/10.

c. Increase/Decrease/Change in Assignment

1. Carrie Duba, 1.0 FTE School Psychologist at the Middle School/Sibley, transfer to 0.8 FTE School Psychologist at the High School, effective 8/31/10.
2. Nicole Papke, transfer from Grade 2 Teacher at Greenvale Park to Media Specialist at Greenvale Park, effective 8/31/10.
3. Nate Knutson, Technology Specialist, transfer to Network Manager, effective 6/7/10, \$65,444.80.
4. Robin Patrick, Office Support Specialist at Bridgewater, decrease from 215 days/year to 202 days/year, effective 7/1/10.
5. Patti Baker, Office Support Specialist at Greenvale Park, increase from 196 days/year to 202 days/year, effective 7/1/10.
6. Kim Cecil, Office Support Specialist at Sibley, increase from 196 days/year to 202 days/year, effective 7/1/10.
7. Duane Johnson, transfer from Workstation Specialist to Technology Specialist, effective June 16, 2010, \$52,160.21.

8. Linda Wasner, 5.75 hr./day Special Ed Educational Assistant PCA at Longfellow, transfer to 6.75 hr./day Special Ed Educational Assistant PCA at Sibley, effective 8/31/10.
 9. Rebecca Closson, Special Ed Educational Assistant PCA, from 6.5 hrs./day to 0 hrs./day, effective 6/11/10. (*Position reduced due to student enrollment – placed on recall list.*)
 10. Melissa Coleman, Special Ed Educational Assistant PCA, from 6.0 hrs./day to 0 hrs./day, effective 6/11/10. (*Position reduced due to student enrollment – placed on recall list.*)
 11. Teresa Mazurek, Special Ed Educational Assistant PCA, from 6.5 hrs./day to 0 hrs./day, effective 6/11/10. (*Position reduced due to student enrollment – placed on recall list.*)
 12. Caroline O'Hara, Special Ed Educational Assistant PCA, from 6.5 hrs./day to 0 hrs./day, effective 6/11/10. (*Position reduced due to student enrollment – placed on recall list.*)
 13. Mary Unsworth, Special Ed Educational Assistant PCA, from 6.5 hrs./day to 0 hrs./day, effective 6/11/10. (*Position reduced due to student enrollment – placed on recall list.*)
- d. Reclassification of Position
1. Molly Viesselman, Human Resources Generalist (C53-5333 equity points) to Human Resources Supervisor (D63-6333 equity points.) This position will be moved from the Confidential Employees policy agreement to the Non-Union Administrators (Directors) policy agreement effective June 1, 2010 at a salary of \$61,417.
- e. Retirements/Resignations/Terminations
1. Wanda Larsen, Grade 3 Teacher at Sibley Elementary, retirement date changed from June 16, 2010 to June 14, 2010.
 2. Lori Holm, Special Education Teacher at ALC/High School, resignation effective June 14, 2010.
 3. Amy Klein, Special Ed Educational Assistant PCA, resignation effective June 11, 2010.
 4. Tom Stringer, Director of Business Affairs, resignation effective November 30, 2010.
 5. Annie Oftedahl, Special Ed Educational Assistant PCA, resignation effective 6/12/10.
- f. Change in Building Locations for 2010-11
1. Renae Trebelhorn, Special Education Teacher, from High School to Middle School.
 2. Lois Kelly, Speech/Language Assistant, from Middle School to Longfellow.
 3. Jean Vick, Title I, transfer from Greenvale Park to Bridgewater, effective 8/31/10.
 4. Mary McGovern, .5 FTE Title I/.188 Literacy Coach, transfer to .5 FTE Literacy Coach/.188 Title I at Greenvale Park, effective 8/31/10.
- g. The Board approved the following:
- Policy Covering Wages, Hours and Fringe Benefits for Child Nutrition Personnel for the period extending July 1, 2010 to June 30, 2012.
 - Agreement Between ISD 659 and International Union of Operating Engineers, Local No. 70 for the period extending July 1, 2010 to June 30, 2012.

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

VIII. Items for Information

1. Enrollment Report – End of the Year.

IX. Future Meetings

Monday, July 12, 2010, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, August 9, 2010, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment.

On a motion by Stratmoen, seconded by Berthelsen, the Board adjourned at 8:50 PM.

A Closed Negotiations Strategy Session was held immediately following the Regular School Board Meeting.

Ellen Iverson, School Board Clerk