

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Meeting  
September 27, 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.

### II. Agenda Changes.

The table file was added.

### III. Public Comment

Ann McGovern expressed her concerns regarding the potential collaboration between the School District and the YMCA. She is concerned with the idea of the school district entering into a partnership with a private, money-making organization. Many of the classes offered by the YMCA are currently offered by not only Community Services, but also private entities in the community.

### IV. Approval of Minutes

On a motion by Quinnell, seconded by Maple, the minutes of the Regular School Board meeting held on September 13, 2010, were unanimously approved.

### V. Announcements and Recognitions

- Northfield was named one of America's best cities for young people by America's Promise Alliance. Applying for the award was the Mayor's Youth Council, a group of 15 local high school students. Northfield was one of the few winners to submit an application written entirely by students. A celebration will be held sometime in November.
- Superintendent Richardson reported that fifty Northfield High School Seniors helped fill sand bags on Friday, September 24 in downtown Northfield, receiving a first-hand experience with how service learning works. Thank you to Charlie Black for providing supervision and to Benjamin Bus for transporting the students to Bridge Square and then back to the High School in time for dismissal.
- The Superintendent also reported that the District has submitted its application to the MN Department of Education to be a charter school authorizer.

### VI. Item for Discussion and / or Reports

1. Discuss a format for a public information session to gather feedback on the YMCA Facilities Proposal.  
After considerable discussion, the Board decided that there will be an informational open house about the Y's proposal on Thursday, October 7 from 5 to 8 PM in the Cafeteria at Northfield High School. There will be informational displays. District administrators, the school board and the facilities consultant will be present to answer questions and receive feedback. A 20 to 25-minute presentation will be given at 5:30 and 7:00 PM. There will be multiple ways available for individuals to comment on the proposal.

### VII. Superintendent's Report

#### A. Items for Individual Action

1. 2010 Payable 2011 Proposed Certified Tax Levy.  
On a motion by Berthelsen, seconded by Pritchard, the Board unanimously approved certifying to County Auditor/Treasurer a 2010 Payable 2011 tax levy in the amount of \$14,321,118.18 and to establish December 13, 2010 as the regular Board meeting to discuss the levy and budget. This is approximately 2% less than last year.
2. Annual Report on Curriculum, Instruction and Student Achievement.  
On a motion by Iverson, seconded by Stratmoen, the Board unanimously approved the 2009-2010 Annual Report on Curriculum, Instruction and Student Performance.

3. Revision to Policy 412 – Expense Reimbursement.

On a motion by Maple, seconded by Iverson, the Board unanimously approved the revision to Policy 412 – Expense Reimbursement as presented.

B. Items for Consent Grouping.

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

1. Gift Agreement.

The Sibley PTO has donated \$9328 to be used towards the purchase and installation of six SMART boards in Sibley classrooms.

2. Grant Request.

The Board approved Sibley Elementary School's request to apply for an \$1895 grant from the Northfield Area Foundation to support Sibley's Kindness Retreat for all fifth grade students in October 2011.

3. Cooperative Sponsorship.

The Board approved entering into a cooperative sponsorship with ARTech for Wrestling. This sponsorship would be in effect for both the 2010-2011 and 2011-2012 Wrestling seasons.

4. Additional High School Overnight Field Trips.

The Board approved two additional overnight field trips during the 2010-2011 school year. Both trips are for DECA, a business leadership program, as outlined in an e-mail message to Superintendent Richardson from High School Principal Joel Leer dated September 22, 2010.

5. Personnel Items.

a. Appointments\*

1. BobbiJo Polzin, Special Ed Educational Assistant Bus PCA , 45 min./day, beginning 9/16/10 through 6/10/11, Class III, step 1, \$13.26/hr.
2. Tracie Roberge, Special Ed Educational Assistant PCA at the High School, 10 hrs./week, beginning 9/23/10 through 6/10/11, Class III, step 1, \$13.26/hr.
3. Jannine McLaughlin, Special Ed Educational Assistant PCA at the High School, 2.5 hrs./day, beginning 9/24/10 through 6/10/11, Class III, step 1, \$13.26/hr.
4. Toni Easterson, Morning Homework Help Site Assistant at Bridgewater, 4 hrs./week, beginning 9/27/10 through 6/9/11, \$11.03/hr.
5. Rolf Tollefson, Middle School Youth Center Site Assistant, 5 hrs./week (2 days/week), beginning 9/28/10 through 6/9/11, \$11.03/hr.
6. Gregory Wahlberg, Middle School Youth Center Site Assistant, 10 hrs./week (4 days/week), beginning 9/27/10 through 6/9/11, \$11.03/hr.
7. LaDonna Miller, Special Ed Educational Assistant PCA at Greenvale, 2.5 hrs./day, beginning 9/21/10 through 6/10/11, Class III, step 1 \$13.26/hr.
8. Kelle Edwards, Special Ed Educational Assistant PCA at Greenvale, 2.5 hrs./day, beginning 9/21/10 through 6/10/11, Class III, step 1, \$13.26/hr.
9. Laura Berdahl, Elementary Parent Liaison at Greenvale, 15.5 hrs./week, beginning 9/22/10, \$13.40/hr.
10. Larry Meadors, Weight Room Assistant at the High School, beginning 9/7/10 through 11/12/10, Level K, step 3.
11. Marilyn Frey, Special Ed Educational Assistant PCA for Sibley KidVentures, up to 15 hrs./week, beginning 9/13/10, Class III, step 1, \$13.26/hr.
12. Patricia Olson, Site Assistant at Sibley KidVentures, 13 hrs./week, beginning 9/23/10, \$11.03/hr.
13. Jordan Cook, Site Assistant at Sibley KidVentures, 12.5 hrs./week, beginning 9/20/10, \$11.03/hr.
14. Julia Mandsager, Student Site Assistant at Sibley KidVentures, 1.25 hrs./week, beginning 9/22/10, \$7.93/hr.

15. Timothy Komatsu, Student Site Assistant at Sibley KidVentures, 1.25 hrs./week, beginning 9/22/10, \$7.93/hr.
  16. Rosaline Cashman, Special Ed Educational Assistant Bus PCA, 80 min./day, beginning 9/27/10 through 6/10/11, Class III, step 1, \$13.26/hour.
  17. Chris Groth, Special Ed Educational Assistant PCA at Sibley Elementary, 4.75 hrs./day, beginning 10/4/10 through 6/10/11, Class III, step 1, \$13.26/hr.
  18. Chris Groth, Special Ed Educational Assistant Bus PCA, 80 min./day, beginning 9/28/10 through 6/10/11, Class III, step 1, \$13.26/hr.
  19. Mary Schmitt, Assistant Student Council Advisor, Level K, step 1.
  20. Community Services Fall Instructors.
  21. Debbie Foley, EarlyVentures Site Assistant at Longfellow, 26 hrs./week, beginning 8/30/10.
  22. Hope Sweet, KidVentures Site Assistant at Greenvale, 13 hrs./week, beginning 9/7/10.
  23. Kim Medin, Special Ed Educational Assistant PCA at Middle School, 7 hrs./day, beginning 9/29/10 through 6/10/11, Class III, step 1, \$13.26/hr.
- b. Increase/Decrease/Change in Assignment
1. John Sand, .9 FTE Physical Education Teacher, increase to 1.0 FTE Physical Education Teacher at the High School, beginning 9/7/10 through 6/10/11.
  2. Sharon Johnson, Special Ed Educational Assistant PCA at Longfellow, decrease from 5.75 hrs./day to 1.8 hrs./day, beginning 9/15/10.
  3. Beth Kuyper, Special Ed Educational Assistant Bus PCA, 1 hr./day, beginning 9/7/10 through 6/10/11.
  4. Brenda Starin, Special Ed Educational Assistant Bus PCA, 65 min./day, beginning 9/7/10 through 6/10/11.
  5. Martha Waddell, Special Ed Educational Assistant Bus PCA, 1.25 hrs./day, beginning 9/7/10 through 6/10/11.
  6. Kristin Basinger, Special Ed Educational Assistant Bus PCA, .5 hr./day, beginning 9/7/10 through 6/10/11.
  7. Yolanda Loken, Special Ed Educational Assistant Bus PCA, 85 min./day, beginning 9/7/10 through 6/10/11.
  8. Jacqueline Meyer, Special Ed Educational Assistant Bus PCA, 1.25 hrs./day, beginning 9/7/10 through 6/10/11.
  9. Shelly Kruger, Special Ed Educational Assistant Bus PCA, 40 min./day, beginning 9/7/10 through 6/10/11.
  10. Mary Boyum, Special Ed Educational Assistant Bus PCA, 65 min./day, beginning 9/7/10 through 6/10/11.
  11. Hannah Johnson, Special Ed Educational Assistant Bus PCA, 1 hr./day, beginning 9/7/10 through 6/10/11.
  12. Andrea Waldock, Special Ed Educational Assistant Bus PCA, 80 min./day, beginning 9/7/10 through 6/10/11.
  13. Theresa Brake, Morning Homework Help Site Assistant at Greenvale, .75 hr./day, beginning 9/16/10 through 6/10/11, step 4, \$11.91/hr.
  14. Sue Leidner, Special Ed Educational Assistant PCA, increase from 4.75 hrs./day to 6.75 hrs./day, beginning 9/20/10.
  15. Anne Balluff, Homebound Instructor, 4 hrs./week, beginning 9/7/10 through 6/13/11. *(This position is being job-shared with Lynn Broberg.)*
  16. Lynn Broberg, Homebound Instructor, 4 hrs./week, beginning 9/20/10 through 6/13/11. *(This position is being job-shared with Anne Balluff.)*
  17. Clarita Kell, Homework Zone Site Assistant at Greenvale, 6 hrs./week, step 1, \$11.03/hr.
  18. Ritva Barsness, 7 hr./day Child Nutrition Associate III, transfer to 8 hrs./day Temporary Elementary Site Manager at Greenvale Park, from 9/21/10 through 9/24/10, \$17.46/hr.
  19. Colleen DeWall, 3.25 hrs./day Special Ed Educational Assistant/3.38 hrs./day Special Ed Educational Assistant PCA, transfer to 6.63 hrs./day Special Ed Educational Assistant PCA, beginning 9/7/10 through 6/10/11.

20. Lucinda Huschle, 3.25 hrs./day Special Ed Educational Assistant/3.38 hrs./day Special Ed Educational Assistant PCA, transfer to 6.63 hrs./day Special Ed Educational Assistant PCA, beginning 9/7/10 through 6/10/11.
  21. Ashley Evans, Site Assistant at EarlyVentures/Summer Ventures 34.5 hrs./week, transfer to Early Ventures 39.75 hrs./week, beginning 8/30/10.
  22. Anna Kelly, Site Assistant SummerVentures, 28 hrs./week, transfer to Site Assistant EarlyVentures 40 hrs./week, beginning 8/30/10.
  23. Elizabeth Stahly, Site Assistant EarlyVentures/SummerVentures, 35 hrs./week, transfer to Site Assistant EarlyVentures, 28.75 hrs./week, beginning 8/30/10.
  24. Nicki Thompson, Long-Term Sub Site Leader, 38 hrs./week, transfer to Site Assistant EarlyVentures, 40 hrs./week, beginning 9/7/10 through 11/1/10.
  25. Tammie Warner, Site Assistant EarlyVentures, 26.5 hrs./week, increase to 35.5 hrs./week, beginning 8/30/10.
  26. Michael Berger, Site Leader SummerVentures, 40 hrs./week, transfer to Site Leader KidVentures, 11.5 hrs./week, beginning 9/7/10.
  27. Vanessa Grave, Site Leader SummerVentures, 25 hrs./week, transfer to Site Leader KidVentures, 26 hrs./week, beginning 9/7/10.
  28. Angie Maas, Site Leader SummerVentures, 30 hrs./week, transfer to Site Leader KidVentures, 29 hrs./week, beginning 9/7/10.
  29. Charmane Olson, Site Assistant SummerVentures, 30 hrs./week, transfer to Site Assistant KidVentures, 13 hrs./week, beginning 9/7/10.
  30. MariaClara Kell, Spanish Interpreter for Early Childhood Special Education at Longfellow, average of 5 hrs./week, \$18.39/hr.
  31. Sandy Miller, Site Assistant at Middle School Youth Center, 2.5 hrs./day (2 days/week), beginning 9/28/10 through 6/9/11, \$11.03/hr.
  32. Margaret Fink, .5 FTE Special Ed Teacher at the High School, additional .25 FTE Special Ed Teacher at Sibley Elementary, beginning 10/4/10 through 6/13/11.
- c. Leaves of Absence
1. CeCe Green, FMLA leave beginning 9/15/10 through 9/24/10.
  2. Renae Christenson, FMLA Childcare Leave of Absence, beginning on or about 1/3/11 through 2/11/11.
  3. Elizabeth Larson, FMLA Childcare Leave of Absence, beginning on or about 1/18/11 through 5/15/11.
  4. Nate Knutson, FMLA leave from on or about 11/23/10 for three weeks.
  5. Erica Hubers, childcare leave of absence from on or about 12/4/10 for ten weeks.
- d. The Board approved the following:
- a. Agreement between ISD 659 and Education Minnesota-Northfield Public Schools Educational Assistants, Local #6030, Education Minnesota for the time period July 1, 2010 to June 30, 2012.
  - b. Personnel Policies and Practices for Technology Employees for the time period July 1, 2010 to June 30, 2012.
- e. The Board approved the Superintendent's Performance Incentive Pay for 2009-2010 Contract Year.  
Based on its evaluation of the Superintendent's performance and achievements, the Board awarded the full performance incentive pay for contract year 2009-2010 as provided in the Superintendent's contract.
- f. The Board approved the Superintendent Contract provisions for the 2010-2011 Contract Year.  
The Board approved the Superintendent contract provisions for the 2010-2011 contract year as outlined in the September 23, 2010, memorandum and contract addendum from Board Chair Kari Nelson.

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

6. Additional Grant Requests.

- The Board approved three grant requests for funds for the renovation of the sophomore/JV baseball field to improve the playing conditions and the safety of the field. The field is now the home field for the Northfield Latino Baseball League on Sunday afternoons. If the funds are received, they will be used to purchase materials, while the labor will be donated by the Latino and NHS Baseball players. The first grant request is for \$20,000 to the Blandin Foundation. The third grant request is to the Northfield Area Foundation for \$5,000. It should be noted that the third grant request for \$10,000 to the MN Twins Community Fund was already submitted and \$5000 has been awarded.
- The Board approved Hand-in-Hand Preschool requesting \$3595 from the Northfield Area Foundation to educate Hand-in-Hand Preschool teachers in the S.M.A.R.T. (Stimulating Maturity through Accelerated Readiness Training) curriculum and provide them with the resources to implement the program with the goal of increasing readiness skills in the Hand-in-Hand Preschool population.

VIII. Items for Information

1. Beginning with the 2010-2011 school year, the District is proposing that students not be permitted to ride the bus to/from an alternate location with a friend. As in the past, students are also not permitted to ride alternate bus routes or get off at alternate addresses or go to activities or other destinations. The District and the bus company can no longer offer the option of transportation to/from a different location to go with a friend. There are several reasons for this change. 1) Capacity issues on routes limit space available for extra riders. 2) Day to day consistency is important for the safety and security of all children. With fewer variables, drivers will be able to better recognize if a child is on the wrong bus or is getting off at the wrong stop. 3) Too much staff time is required to keep track of students going with friends, and neither the District nor the bus company would be comfortable letting students ride with friends without documentation.

The modifications on page one of Policy 707 to the definition of “disabled student” are changes suggested by the MN School Boards Association.

IX. Future Meetings

Monday, October 11, 2010, **7:30 PM**, Regular School Board Meeting, Northfield High School Media Center  
Monday, October 25, 2010, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment.

On a motion by Stratmoen, seconded by Pritchard, the Board adjourned at 8:35 PM.

Ellen Iverson, School Board Clerk