

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Meeting  
January 24, 2011  
Northfield High School Media Center

- I. Call to Order.  
Board Chair Kari Nelson called the regular meeting of the Northfield Board of Education to order at 7:00 PM. No one was absent.
- II. Agenda Changes.  
The table file was added.
- III. Public Comment.  
Ray Coudret addressed the Board speaking as the President of the Northfield Education Association and as a private citizen. He addressed program-based budgeting that is to be presented to the Board later. He said that he has spent time considering the underlying assumptions. Coudret asked, "Will the legislature cut \$500 per pupil?" He responded, "Nobody knows." Mr. Coudret asked the Board to consider using the fund balance to offset budget cuts. Coudret asked, "What about a 10% reserve?" and "Where did the 16% figure come from?" Coudret said, "Nobody knows."
- IV. Approval of Minutes.  
On a motion by Iverson, seconded by Maple, the corrected minutes of the Organizational School Board meeting were unanimously approved. And then on a motion by Quinnell, seconded by Pritchard, the corrected minutes of the Regular School Board meeting held on January 10, 2011, were unanimously approved.
- V. Announcements and Recognitions.
  - Thank you to St. Peter's Lutheran Church for donating \$600 for our elementary schools' Angel lunch accounts and for a large assortment of mittens, gloves and hats that were distributed to the three elementary schools.
  - Greenvale Park received \$3000 from Fuel Up To Play 60 to implement healthy eating and physical activity strategies.
  - On January 17 cultural awareness training was held for licensed staff and educational assistants. The training was conducted by The Family Partnership, a Minneapolis-based organization, and members of our Latino community. The goals of the workshop were to help build cultural bridges by hearing about research, experiences, and education expectations of Latino families and to give our staff some key strategies in teaching students from different cultures.
  - On January 19 the High School Service Learning class taught by Sarah Swan McDonald presented their semester service learning projects with enthusiasm and poise. The projects were impressive. Not only did the students reach out locally, but globally. Pritchard thanked Sara Swan McDonald and the Northfield News and Northfield Patch for their excellent coverage. Thank you for the financial support provided by WINGS, Healthy Community Initiative, United Way, and Carlson Capital Management.
  - The Twins Caravan will be making a stop at Northfield Middle School on Wednesday afternoon. Dick Bremer, Anthony Slama and Joe Mauer are scheduled to appear. KYMN gave away 175 tickets to the public and the Middle School has approximately 525 tickets for students.
  - A reminder that the annual spelling bee will take place in the Middle School auditorium this Thursday evening.
  - Three orchestra students from Northfield will participate in the 2011 Minnesota String and Orchestra Teachers' Association (MNSOTA) Middle Level Honors Orchestra. This select group of string players from across the state earn an invitation to play in the Honors Orchestra (grades 7-9) based on an audition CD of their playing. The following students were selected: Ian Iverson (double bass, grade 9), Parker Ousley (cello, grade 9) and Nicholas Pelletier (double bass, grade 8). The MNSOTA Middle Level Honors Orchestra will perform on Saturday, February 19 at 11:15 a.m. in the Minneapolis Convention Center in conjunction with the annual Minnesota Music Educators Association Midwinter Clinic.
  - The Northfield High School Music Listening Team of Ana Campion, Sara Larson, and Elena Ondich will advance on to the State Music Listening Competition after taking First Place at the Regional Competition which was held at St. Olaf College. Congratulations Music Listeners!

VI. Items for Discussion and / or Reports

1. Flag Raising.

In November six flags provided to the District by the American Legion were flown over Afghanistan by Major Jeff Peterson, a parent of four children who attend Northfield Public Schools. Then, on December 10 each school had a flag raising ceremony. Amy Sieve, Media Specialist at Northfield Middle School, captured this event on video and produced a DVD that was shown at the Board meeting. Major Peterson and several members of the American Legion attended the Board meeting to view the DVD.

2. Bridgewater Elementary School Professional Learning Communities (PLC) Report.

The presentation by Bridgewater Principal Nancy Antoine was the fourth in a series of monthly informational reports on Professional Learning Communities (PLCs) in the Northfield Public Schools. Bridgewater's presentation highlighted the work of five PLCs: Kindergarten, Lahna Tran and Christa Anderson; First grade, Karen Lane, Pam Charlton and Kate Seifert; Fifth grade, Connie Nelson, Karen Zwolenski, and Gail Kohl; Positive Behavior Interventions, Mary Momberg and Heather Ims; and Special Education, JoAnne Olson, Kasha Kluczny and David Piper. In response to Maple's question, Principal Antoine indicated that parents are receiving information about PLC activities at parent-teacher conferences.

3. Minnesota Student Survey Results.

The 2010 Minnesota Student Survey results were recently released. The survey focuses on behaviors that affect the health and well-being of young people. It has been administered every three years from 1989-2010. It is administered to public school students in grades 6, 9 and 12. Participation in the survey is voluntary and anonymous. High School Assistant Principal Marnie Thompson and District Health Nurse Elizabeth Bade highlighted survey results for Northfield students. The survey results can be found on the District's website via a link from the home page.

4. Presentation of Administrative General Fund Budget Recommendations.

Stephanie Shawback, Director of Business Affairs, presented the administrative budget recommendations for the 2011-12 school year. The presentation began with a review of the January 6th District Finance Advisory Committee meeting, the current state and local financial situation and the key components that must be considered in making budget recommendations. The expenditure and revenue assumptions used in creating five year financial forecast options and the administrative recommendations for a 2011-12 budget plan were then reviewed.

VII. Superintendent's Report

A. Items for Individual Action

1. Administrative General Fund Budget Recommendations.

On a motion by Pritchard, seconded Maple, the Board unanimously approved the General Fund budget plan for the 2011-12 school year as follows:

1. Plan for a \$500 per pupil unit reduction in State General Fund Revenue for 2011-12.
2. Anticipate a General Fund structural deficit (expenditures over revenue of \$2.4 million for 2011-2012.)
3. Execute a one-time spend down of the General Fund balance by \$1.7 million (retaining a fund balance of approximately 16% or 2 months of expected operating expenditures).
4. Implement a \$705,000 General Fund budget reduction for 2011-2012 to balance the budget.

2. General Fund Budget Process for 2011-2012.

On a motion by Stratmoen, seconded by Fossum, the Board unanimously approved the implementation of the proposed program-based budget reduction process for 2011-2012 with the completion date of step 8 being April 11, 2011.

B. Items for Consent Grouping

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

1. Student Activity Account Transfer.

The Board approved transferring up to \$1,200 from the Speech student activity account into a payroll account to pay for additional coaches to work with participants. The rate of pay will be \$12 per hour. The Speech team intentionally fundraised so that more coaches could be secured.

2. Personnel Items.

a. Appointments\*

1. Stacey Johnson, Long-Term Substitute Middle School Counselor, beginning on or about 2/4/11 for twelve work weeks, MA-0.
2. Brenda Canning, Special Ed Educational Assistant PCA at the Middle School, 7 hrs./day, beginning 1/14/11 through 6/10/11, Class III, step 1, \$13.26/hour.
3. Emily Lund, Special Ed Educational Assistant PCA at Bridgewater, 6.5 hrs./day, beginning 1/18/11 through 2/11/11, \$10.70/hour.
4. Kathleen Lockner, Special Ed Educational Assistant at Sibley, 5.25 hrs./day, beginning 1/17/11 through 6/10/11, Class III, step 1, \$13.16/hour.
5. Kim Pegelow, Special Ed Educational Assistant PCA at the High School, 3.5 hrs./day, beginning 1/27/11 through 6/10/11, Class III, step 2, \$13.63/hour.
6. Stephanie Mahal, Assistant Boys/Girls Track Coach, Level F, step 1.
7. Sheri Senn, ECFE Early Childhood Teacher Substitute, 6 hrs./week, beginning 1/25/11 through 3/11/11, \$20.00/hour.
8. Crystin Voxland, EarlyVentures Site Leader Long-Term Substitute, 8 hrs./day, beginning 1/31/11 through 5/20/11, Step 1, \$13.74/hour.
9. Joshua Wood, PLUS Student Site Assistant at Sibley, 8 hrs./week, beginning 1/27/11 through 4/28/11, \$7.93/hour.
10. Beth Revels, Child Nutrition Associate I at the High School, 3.75 hrs./day, beginning 1/26/11, \$13.55/hour.
11. Jane Dolan, 6<sup>th</sup>-8<sup>th</sup> Grade Assistant Track Coach, Level I, step 1.

b. Leaves of Absence

1. Sarah Swan McDonald, granted a leave of absence beginning January 31, 2011 through February 11, 2011.
2. Ruben Alvarez, granted a FMLA leave of absence beginning on or about 4/27/11 for three work weeks.
3. Bill Blaisdell, granted an intermittent FMLA leave of absence beginning 12/30/10 for up to twelve work weeks.
4. Geri Schlecht, granted a FMLA leave of absence from 1/10/11 through 1/21/11.
5. Shari Hagen, granted a FMLA leave of absence from 1/14/11 through 1/21/11.

c. Resignations

1. Charmane Olson, KidVentures Site Assistant, resignation effective 1/14/11.
2. Kathleen Lockner, Special Ed Educational Assistant PCA at Bridgewater, resignation effective 1/14/11.
3. MariaClara Kell, resignation from 6 hrs./week Homework Zone Site Assistant position at Greenvale Park, effective January 22, 2011.

d. Increase/Decrease/Change in Position

1. Darcy Seurer, ALC Teacher, increase 3 hrs./week Independent Study teacher at Longfellow, beginning 2/1/11 through 3/22/11.

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

VIII. Items for Information

1. Committee Appointments.

The list of School Board Committee appointments for 2011 was given to the Board.

IX. Future Meetings

Monday, February 14, 7:00 PM, Regular School Board meeting, Northfield High School Media Center  
Monday, February 28, 2011, 7:00 PM, Regular School Board meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Quinnell the Board adjourned at 9:55 PM.

Noel Stratmoen  
School Board Clerk