

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Meeting
February 28, 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.
There was none.
- IV. Approval of Minutes.
On a motion by Quinnell, seconded by Iverson, the minutes of the February 14, 2011, Regular School Board meeting were unanimously approved.
- V. Announcements and Recognitions.
 - The Connected Kids Mentoring Program operated by Community Services has been recognized as one of three expert partners in the Mentoring Partnership of Minnesota, which recently launched its Partner Status and Recognition for Organizations Committed to Quality Program Practices. The quality program highlights and recognizes organizations that have committed to quality program practices by completing the Quality Mentoring Assessment Path (QMAP). Connected Kids began in 2004 and currently serves 98 matches in grades K-12. The program is coordinated by Linda Oto.
 - Thank you to High School Science Teacher TJ Weibe for organizing a successful 2nd Elementary Science Explorers Fun Day on February 26. A couple of hundred elementary students and their parents attended. TJ organized this great event with the help of a HCI grant, a TORCH bus, several members of the NHS science department, 15+ Carleton students and staff, 8+ St. Olaf students and staff, Bill the custodian, and most importantly 25+ NHS science students.
 - Congratulations to the High School Gymnastics team on becoming State Champions!
 - The Bridgewater Student Council led the students in raising \$1,190.29 for the Pennies for Patients campaign. All the money will be used to support blood cancer research.
 - Bridgewater held its Trash for Cash Classroom Clash during the month of February. The students brought in 19,558 items including box tops, milk caps and printer cartridges. All the items will be sent in for cash that will come back to support Bridgewater students.
 - I Love to Read Month was filled with activities and fun at Bridgewater. An Apple and a Book event was held where parents came in to enjoy an apple with their child while reading a book. The apples were donated by Just for Foods Coop. Teacher Swap was held on Feb. 18th with teachers changing places with other teachers to read to the class. Local author, Mary Bleckwehl, visited the school sharing her book, *Henry! You're late AGAIN!*. The final event was Camp Read In. Students wore their PJs and brought blankets to curl up and read a good book during the afternoon of Feb. 25th.
 - The Middle School History Day regional competition is this March 3 in Mankato. A record number of 81 students from the middle school are participating this year! State competition is May 1.
 - The Middle School Band Concert was held on Feb. 22nd under the direction of Paul Beck and Ethan Freier. The Jazz Band performed as well as the 6th, 7th and 8th grade bands. This was a great musical event that was very well attended by parents.
 - Sixteen Northfield High School students and one Northfield middle school student performed at the Minnesota Music Educators All-State and Middle Level Music Events. Participating students first auditioned for these groups, then attended music camps across the state, and finally came together to perform at the Minnesota Music Educators Convention in Minneapolis February 17th-20th. The middle level groups performed at the Minneapolis Convention Center, and the High School groups performed at Orchestra Hall.
 - On February 26, all three of the Northfield Schools Jazz Bands participated in a Festival and Clinic at Minnesota State University-Mankato. Events included performances by Northfield's Jazz groups. Students attended jazz music clinics including a full group clinic directed by Jazz Saxophonist and

- Composer Gordon Goodwin, where Northfield's Jenna Otto participated on stage with her trumpet. Northfield's Jazz One won recognition for Best Trumpets.

VI. Items for Discussion and / or Reports

1. Northfield High School Professional Learning Communities (PLC) Report.
The presentation by the High School Art Department was the fifth in a series of monthly informational reports on Professional Learning Communities (PLCs) in the Northfield Public Schools. Christie Clark and Chris Holmquist spoke about how PLCs allow teachers to learn from each other and showed clips from the DVDs that they produced together. Katherine Norrie talked about her SMART goal – filling a historical gap – and gave visual examples of the curriculum she's developed to meet that goal.
2. Early Retirement Incentive Program.
Director of Human Resources and Technology Matt Hillmann and Director of Business Services Stephanie Shawback provided the Board with information on a potential early retirement incentive program for teachers. Matt shared the details of the proposal followed by Stephanie sharing the estimated savings. Fossum asked for clarification of the math. Iverson asked about the potential number of retirees without the incentive program. Matt responded that in a typical year there are 3 to 5 retirements. Pritchard asked if there is a cap on the number of retirees eligible for this incentive program. The answer is 'no.'
3. Budget Reduction Process Update.
Superintendent Richardson reviewed the progress made to date on the 2011-12 budget reductions and provided an overview of the District Budget Review Team meeting that will take place on Wednesday, March 2nd. He also outlined the remaining steps in the budget reduction process, including the March 16th public hearing, that will conclude with the Board's final action on the proposed reductions at the April 11th Board meeting. Promotion of the public hearing on March 16 will be through the District website, Northfield News, KYMN, PATCH, and building newsletters.

VII. Superintendent's Report

A. Items for Individual Action

1. 2011-2012 School Year Calendar.
On a motion by Pritchard, seconded by Maple the Board unanimously approved the 2011-2012 school year calendar as presented.
2. Early Retirement Incentive Program.
On a motion by Quinnell, seconded by Iverson, the Board unanimously approved providing information regarding a potential early retirement incentive program to eligible teachers.
3. Closed Session to Discuss Personnel Matters.
On a motion by Maple, seconded by Stratmoen, the Board approved going into a closed session to discuss personnel matters.
4. March 28th Regular School Board Meeting.
On a motion by Iverson, seconded by Fossum, the Board unanimously approved canceling the March 28th Regular School Board meeting.

B. Items for Consent Grouping

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

1. Community Services Advisory Council Appointment.
The Board appointed Lucina Gonzalez Miron to the Community Services Advisory Council to complete the term vacated by the resignation of Noemi Gracia Trevino.
2. Personnel Items.
 - a. Appointments*
 1. Lindsay Berg, Middle School Youth Center Site Assistant, 10 hrs./week, beginning 2/22/11 through 6/9/2011, Step 1, \$11.03/hr.
 2. Sarah Dimick, Homework Zone Site Assistant at Greenvale Park, 5 hrs./week, beginning 2/24/11 through 6/10/11, Step 1, \$11.03/hr.

3. Deb Seitz, Middle School Assistant Track Coach, Level I, step 1.
 4. Jaclyn McKay, High School Assistant Speech Coach, \$14.00/hour.
 5. Jeanne Hanzlik, 1.0 Science Teacher at the High School, .2 FTE overload for the second semester 2010-11 school year, no supervision.
 6. Brittany Rathbun, Kindergarten Long-Term Substitute at Bridgewater, beginning on or about 4/6/11 through 6/13/11, BA-0.
- b. Increase/Decrease/Change in Assignment
1. Brenda Canning, Special Ed Educational Assistant PCA at Middle School, 7 hrs./day, decrease to 6.75 hrs./day beginning 1/17/11 through 6/10/11.
 2. Dorothy Steffens, Special Ed Educational Assistant at High School, 6.5 hrs./day, increase to 6.75 hrs./day beginning 2/17/11 through 6/10/11.
 3. Lindsey Downs, Grade 2 Teacher at Bridgewater, additional 2.5 hrs./week as Targeted Services Teacher at Bridgewater, beginning 2/21/11 through 4/28/11, \$26.52/hr.
 4. Gretchen Lilly, Office Specialist at Middle School, increase from 4 hrs./day to 8 hrs./day beginning 2/24/11.
 5. Anne Balluff, Special Education Teacher at the High School, 4.5 hrs./day, transfer to 8 hrs./day Special Education Teacher at the High School, beginning 2/28/11 through 6/13/11.
 6. Margaret Fink, .3 FTE Special Education Teacher at Sibley/.75 FTE High School, transfer to 1.0 FTE Special Education Teacher at the High School, beginning 3/1/11 through 6/13/11.
- c. Leaves of Absence
1. Cindy Huschle, FMLA leave of absence from 2/11/11 through 2/25/11.
 2. Patti Baker, FMLA leave of absence beginning 2/15/11.
 3. Jill Heasley, FMLA leave of absence/unpaid leave of absence from on or about 8/30/11 for the 2011-12 school year.
 4. Jennifer Josephson, FMLA leave of absence from 8/30/11 for twelve work weeks.
 5. Tom McKown, FMLA leave of absence beginning 3/22/11 through 4/15/11.
 6. Vicky Langer, unpaid leave of absence beginning 5/1/11 through 4/30/14.
- d. Retirements/Resignations
1. Michael Berger, Supervisory Educational Assistant at Bridgewater, resigning 2 hrs./day Supervisory EA hours on M/W/F; maintaining Supervisory EA hours on T/Th, beginning 2/22/11.
 2. Chris Groth, Special Ed Educational Assistant PCA + Bus PCA, resignation effective 3/11/11.

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

VIII. Items for Information

There were no items for information.

IX. Future Meetings

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

The Board recessed into closed session at 8:47 PM.

On a motion by Quinnell, seconded by Maple, the Board unanimously approved returning to open session at 9:43 PM.

On a motion by Stratmoen, seconded by Iverson, the Board unanimously approved amending the agenda.

On a motion by Quinnell, seconded by Maple, the Board unanimously approved an unpaid leave of absence for a teacher.

- X. On a motion by Stratmoen, seconded by Fossum, the Board adjourned at 9:45 PM.

Noel Stratmoen
School Board Clerk