

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

April 11, 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 PM. No one was absent.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
There was none.
- IV. Approval of Minutes
On a motion by Iverson, seconded by Maple, the minutes of the March 14, 2011, Regular School Board meeting were unanimously approved.
- V. Announcements and Recognitions
 - Congratulations to the Northfield Platinum Knowledge Bowl team for taking first place at regionals and is now moving on to state competition.
 - The Raider Speech team earned second place on March 12th at the Owatonna Speech Invitational.
 - The Northfield Public Schools is one of 388 school districts in the nation being honored by the College Board with a place on its AP[®] Achievement List for opening AP classroom doors to a significantly broader pool of students, while maintaining or improving the percentage of students earning scores of 3 or higher. From 2008 to 2010, Northfield Public Schools has increased the number of students participating in AP from 146 – 211 while still enabling more than 90% of our AP students to earn scores of 3 or higher, the score typically needed to earn college credit.
 - The Northfield Healthy Community Initiative Board approved mini-grants to support four projects and activities designed to benefit Northfield youth. One of the funded applicants is the Northfield Area Learning Center's Student Activities Committee for the ALC Spring Fling Week. The Student Activities Committee hopes that Spring Fling Week will help foster school spirit, establish a sense of community amongst ALC students and faculty, and help students feel more engaged and connected to their school.
 - Congratulations to the following students that participated in the 2011 Spring Chess Tournament hosted by South Central Service Cooperative and Mankato Community Education/Recreation. In the primary division, Peter Hillmann, a student at Sibley Elementary tied for fourth place and took 2nd place in grade 1 competition. Jackson Hillmann, a Northfield Middle School student, won first place in the Middle Division as well as in the sixth grade competition. Grace Hillmann, also a Sibley student, participated in the tournament.
 - Iverson recognized Sibley's annual "Beyond Words" Literacy and Arts night on April 7. It was a fun-filled evening.
- VI. Items for Discussion and / or Reports
 1. Proposed Community Services Budget for 2011-2012.
Community Services Director Hannah Puczko presented the preliminary budget for 2011-12 for Community Services. Revenues are projected at \$1,851,176 and expenditures are projected at \$1,787,245 resulting in a fund balance of \$88,783 in June 2012. This budget represents a considerable improvement in the financial picture for Community Services. The budget has been reviewed and recommended by the Community Services Advisory Council.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Program and Budget Recommendations for General Fund for FY 2012.
The recommended budget reductions and restorations presented at the March 14, 2011, Board meeting was reviewed. These recommendations included the restoration of the 97% and 98% Elementary packages as well as the 97% and a portion of the 98% Secondary packages. The District Services, Student Services and Co-Curricular Activities budget restoration packages were not recommended. They are scheduled to remain at the 96% level, a full 4% reduction from the existing funding received. In addition to these recommended reductions and restorations, the Superintendent recommended that funding from the District's fund balance be used to reinstate a 1.0 FTE Elementary Orchestra teacher and 20 minutes of additional time for each building nurse.

Curriculum Coordinator Heather Ryden then shared the components of the School-wide Cluster Grouping Model, which the District intends to pilot in all three elementary buildings in the fall of 2011. This program, combined with the flexible grouping approach currently being piloted in each building, will provide differentiated instructional opportunities to gifted students in grades 3, 4, and 5.

On a motion by Pritchard, seconded by Stratmoen, the Board unanimously approved the Superintendent's recommended reductions and restorations to the 2011-12 General Fund Budget as well as the funding from the District's fund balance to reinstate a 1.0 FTE Elementary Orchestra teacher and 20 minutes of additional time for each building nurse as presented.

2. Early Retirement Incentive Plan.

The Early Retirement Incentive Plan and the proposed method for distributing the savings realized from the implementation of the plan was presented. The document reviewed the implementation of the plan and the savings to be realized with the retirement of nine current teaching staff at the conclusion of the 2010-11 school year. The document also detailed a proposal to distribute the 3.71 FTE teacher savings to the Elementary and Secondary Budget Team Leaders for use in hiring teaching staff that would help them to address the effects of the budget cuts approved by the Board for the 2011-12 school year.

On a motion by Iverson, seconded by Stratmoen, the Board unanimously approved the Early Retirement Incentive Plan and the Superintendent's recommendation to distribute the 3.71 FTE teacher savings to the Elementary and Secondary Budget Team Leaders for use in hiring needed teaching staff for the 2011-12 school year

3. Resolution Discontinuing and Reducing Educational Programs and Positions.

The Middle School and High School Principals shared the process they are using in providing proposed program and position reductions in light of the current budget reduction. A copy of the toolkit developed by the Secondary Budget Team was reviewed. This toolkit was developed by the Secondary Budget Committee in February 2011 to provide guidance to the secondary administrators in the event they needed to look at making the full 4% reduction identified in the current budget reduction process. The administrators shared how this guidance, as well as their big picture perspective of their building's needs and their long-term vision for their program, is combined to prepare the resolution presented to the Board. This Resolution is approved by the Board of Education annually as part of the legal process for reducing or discontinuing the contracts of licensed staff.

Iverson offered a friendly amendment to remove the 1.0 Elementary Orchestra position from the Resolution Discontinuing and Reducing Educational Programs and Positions. Maple seconded. The Board unanimously approved the amendment. Then, on a motion by Quinnell, seconded by Stratmoen the Board unanimously approved the Resolution Discontinuing and Reducing Educational Programs and Positions as amended. Voting 'yes' was Fossum, Maple, Iverson, Pritchard, Quinnell, Stratmoen and Nelson. No one voted 'no.'

<u>FTE</u>	<u>Subject</u>	<u>Building</u>
.1	Industrial Technology	High School
.2	World Language	High School
.4	Business	High School
.2	Physical Education	High School
.2	Science	High School
.2	English	High School
.6	Physical Education	Middle School
.6	Reading	Middle School
.2	Business Education	Middle School
1.0	Art	Middle School
.2	Band	Middle School
.2	Choir	Middle School
1.0	GATES	Elementary Buildings

B. Items for Consent Grouping

Superintendent's Recommendation: On a motion by Stratmoen, seconded by Maple, the Board unanimously approved the following items listed under the Consent Grouping.

1. Grant Applications. Iverson thanked the individuals who were involved in the writing of these grants. If all the grants are received, \$288,245 will be available to support School District programming.

The Board approved the following grant applications:

- A. From Community Services Early Childhood Family Education for its Lunch and Learning Program:
 - Requesting \$2500 from WINGS.
 - Requesting \$500 from FFN for an additional shelving unit.
 - B. From School Readiness/Hand in Hand Preschool in collaboration with Early Ventures Childcare:
 - Requesting 225 books from Southern MN Initiative Foundation and Capstone Publishers to support early literacy.
 - Requesting one Young Explorer computer for the third preschool room from the Southern MN Initiative Foundation and IBM.
 - C. TORCH Math and Science Initiative is requesting resources from the following agencies to focus on math and science skills that are an identified weakness for the TORCH population of students as evidenced by MCA scores. If these grants are received, the funds will help support personnel in providing daily tutoring, a weekly after school science program and direct intervention in science and math classrooms:
 - \$7120 from WINGS
 - \$60,000 from the Blandin Foundation
 - D. TORCH is requesting \$20,000 from the Northfield Area United Way to continue the program for a seventh year. This program has been funded by grants from the MN Department of Higher Education and Great Lakes Higher Education Company. Both of these grants are expiring and so additional funding is being sought.
 - E. The PRIMETIME After School/Summer Program is requesting \$100,000 from the MN Department of Public Safety/Office of Justice. If received, these funds would support the work of the K-5 PLUS program, Summer PLUS, the Middle School Youth Center and the Northfield Union of Youth.
 - F. Northfield High School is requesting \$10,000 from the Northfield United Way to support a Chemical Health Specialist with OMADA Behavioral Health to provide early intervention and services to students experiencing chemical health issues in the Northfield Public Schools.
 - G. Growing Up Healthy is requesting \$4500 from WINGS to help sustain the work of the Growing Up Healthy project in anticipation that the Blue Cross Blue Shield Foundation funding will conclude this summer.
 - H. Connected Kids Mentoring Program is requesting \$25,000 per year for three years (2011-2014) to support the enhancement of the current program through the implementation of Sparks resources and to measure Sparks-related outcomes over a three-year period.
 - I. TORCH Summer Experiences is requesting \$8625 from WINGS. If the grant is received, it will provide funding for two types of summer experiences: (1) stipends for TORCH students to be Fellows assisting classroom teachers and assisting in enrichment activities during the summer PLUS program, and (2) the registration fees and transportation costs for TORCH students to participate in summer academic programming on college campuses.
2. Personnel Items.
 - a. Appointments*
 1. Lindsay Larson, Long-Term Substitute Grade 4 Teacher at Bridgewater, beginning 4/1/11 through 6/13/11, BA-3.
 2. Kyle Smisek, Special Ed Educational Assistant PCA at Middle School, 6.25 hours/day, beginning 3/17/11 through 6/10/11, Class III, step 1, \$13.26/hr.
 3. Sharon Hup, Supervisory Educational Assistant .25 hrs./day, Class II, step 5, \$14.16/hr. / Special Ed Educational Assistant PCA 6.75 hrs./day, Class III, step 5, \$14.57/hr., beginning 4/5/11 through 6/10/11.

4. Emily Lund, Special Ed Educational Assistant PCA at Bridgewater, 3.25 hrs./day, beginning 4/5/11 through 6/10/11, Class III, step 1, \$13.26/hr.
 5. Caitlyn Johnson, JV Dance Team Coach, Level F, step 1.
 6. Co-Curricular Assignments for April.
 7. David Beck, Special Ed Educational Assistant PCA at the Middle School, 6.75 hours/day beginning 4/8/11 through 6/10/11, Class III, step 1, \$13.26/hr.
 8. Merri Swanson, Instructional Educational Assistant at Greenvale, 1.5 hours/day beginning 4/14/11 through 6/10/11, Class II, step 1, \$12.85/hr.
- b. Increase/Decrease/Change in Assignment
1. Rhonda Stanley, 2 hrs./day Instructional Educational Assistant at Greenvale, increase to 4.25 hrs./day beginning 3/4/11 through 6/10/11, Class II, step 1, \$12.85/hour.
 2. Lois Kelly, Speech Language Assistant at Longfellow, increase from .4 FTE to .5 FTE, beginning 3/16/11 through 6/10/11, \$20.84/hr.
 3. Amanda Story, Special Ed Educational Assistant PCA at Longfellow, increase to 4.8 hrs./day (M,W,F) at the High School, beginning 4/5/11 through 6/10/11, Class III, step 1, \$13.26/hr.
 4. Amanda Story, Special Ed Educational Assistant PCA at Longfellow, increase 1.17 hrs./day Special Ed Educational Assistant Bus PCA at the High School, beginning 4/5/11 through 6/10/11, Class III, step 1, \$13.26/hr.
 5. Andrea Waldock, Special Ed Educational Assistant PCA at Longfellow NB, transfer to Special Ed Educational Assistant Hand-In-Hand at Longfellow, 7.5 hrs./day (M,T,W) and 5.5 hrs./day (Th,Fr), beginning 4/11/11 through 6/10/11, Class III, step 3, \$13.84/hr.
 6. Janette Stromley, Homebound Instructor 4.5 hrs./week, increase to 6 hrs./week, beginning 3/3/11 through 6/13/11, MA-14.
 7. Mary McGovern, clarification of assignment at Greenvale as .5 FTE Literacy Coach / .3 Title I Teacher for the 2010-11 school year.
- c. Leaves of Absence
1. Renae Schuster, FMLA Leave of Absence beginning 3/14/11 through 6/13/11.
 2. Melissa Coleman, unpaid Leave of Absence beginning 3/21/11 through 4/1/11.
 3. Angie Maas, FMLA Leave of Absence beginning 7/22/11 through 9/2/11.
- d. Retirements/Resignations
1. Brenda Canning, Special Ed Educational Assistant PCA at Middle School, resignation effective 3/21/11.
 2. Brenda Starin, Special Ed Educational Assistant PCA + Bus PCA, resignation from Bus PCA portion, effective 3/25/11.
 3. Alyssa Jilek, Educational Assistant at High School, resignation effective 6/10/11.
 4. Early Retirement Incentive Program Retirees – Retirement effective at the end of the 2010-2011 school year: Deborah Becker, David Bly, Janet Christensen, Idene Perkins, Scott Sahli, William Seeberg, Jean Vick, Kelli Vogel, and Karen Zwolenski. The Board thanked these teachers for their years of service and for being willing to retire early to help ease the effects of budget cuts.

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

VIII. Items for Information

1. Enrollment Report – April 1, 2011.

IX. Future Meetings

Monday, April 25, 2011, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, May 9, 2011, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

- X. Adjournment – On a motion by Fossum, seconded by Quinnell, the Board adjourned at 9:30 PM.

Noel Stratmoen
School Board Clerk