

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Minutes

November 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 / Table File  
The table file was added.
- III. Public Comment  
There was no one.
- IV. Approval of Minutes  
On a motion by Iverson, seconded by Quinnell, minutes of the November 14, 2011, Regular School Board meeting were unanimously approved.
- V. Announcements and Recognitions
  - NMS Art students have been working with Carleton College faculty to prepare digital art using the techniques of artist Chris Jordan. Their teacher, John Bade, and Dr. Neil Lutsky, the chairperson of the Carleton Psychology Department, have collaborated on a successful project. This endeavor will culminate in a showing of student work alongside The Chris Jordan exhibit at The Weitz Center for Creativity. An open house will kick off both exhibits on Tuesday, January 17, from 7-9 PM at the Weitz Center.
  - Recreation Coordinator Erin Mayberry has been elected to serve as the Region 5 representative on the Minnesota Community Education Association (MCEA) Board of Directors for a 3 year term.
  - Congratulations to Sarah Van Den Akker, an ESL instructor at the Middle School, for her article in the November issue of the Team Up Newsletter entitled "Foundations of Basic Interpersonal Communication Skills and Cognitive Academic Language Proficiency."
  - The High School's DECA Club partnered with the YMCA to design, build, paint and install the future site sign at the new Y building location behind Target. Local businesses and individuals helped DECA with this project. DECA was able to get the building donations from Lamperts, paint from Youngs Paint Center, the post holes dug by Doug Sonnee of Sonnee Site Development, and trailer transportation from the high school by John Peterson, of Far-Gaze Farms. Kwik Trip provides breakfast for DECA's Tuesday morning meetings. We appreciate the community support.
- VI. Item for Discussion and / or Reports
  1. Professional Learning Communities Presentation – Early Childhood.  
Mary Loven, Lead Teacher and Coordinator of the Early Childhood Family Education Program, and Parent Educator Betsy McMenemy presented the work of their PLC this school year. Staff is focusing on best practices and research-based parent education curriculum and integrated lesson planning. Feedback from parents indicates that several strategies have been successful as participants receive important information and resources that enhance theirs and their children's lives. This presentation was the second in a series of monthly informational reports on Professional Learning Communities (PLCs) in the Northfield Public Schools.
  2. School Improvement Plan Reports – Sibley and Bridgewater Elementary Schools.  
The school continuous improvement plan reports continued with Sibley and Bridgewater Elementary Schools presenting. Sibley Principal Scott Sannes and Literacy and Academic Coaches Becky Gainey and Tania Will reported on the progress being made on Sibley's three goals and its 2011-2012 action plan. Bridgewater Principal Nancy Antoine, Connie Nelson (Literacy Coach) and Andrew Gilbertson (Academic Coach) followed presenting their progress on 2010-11 goals and their 2011-12 action plan. Both the Sibley and Bridgewater School Improvement Plans focused on the following three goals: (1) To demonstrate measurable gains in Math; (2) To demonstrate measurable gains in reading fluency and

comprehension; and (3) All students and staff will promote a respectful, safe and welcoming environment. The School Continuous Improvement Plans will be posted on each building's website.

3. The District's and Bridgewater Elementary School's Adequate Yearly Progress (AYP) Improvement Plans.

Because the District and Bridgewater Elementary School have subgroups of students who did not make adequate yearly progress for at least two years, No Child Left Behind (NCLB) and the Minnesota Department of Education (MDE) require the District and Bridgewater along with Greenvale Park to develop and submit plans that demonstrate our efforts to address the District and building needs that will help students in each of these subgroups to achieve proficiency at grade level by 2013-14. The plans were developed and reviewed by administrators, teachers and parents. The District plan was reviewed by the District Educational Program Advisory Council (DEPAC) on Monday, November 21<sup>st</sup>. Greenvale Park previously presented their AYP plan to the Board on October 24<sup>th</sup>.

VII. Superintendent's Report

A. Items for Individual Action

1. Community Services Budget Revisions for FY 2012.

On a motion by Iverson, seconded by Maple, the Board unanimously approved the following revisions to the FY 2012 Community Services Budget: Revenues \$1,810,201.00 and Expenditures of \$1,764,459.00.

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. District, Greenvale Park and Bridgewater AYP Improvement Plans.

The Board granted the Superintendent the authority to submit the District and Building Improvement Plans to the Southeast Service Cooperative and the Minnesota Department of Education prior to December 5, 2011.

2. Contract for Supplemental Educational Services.

The Board approved the contract between the Northfield Public Schools and Northfield Community Services for Supplemental Educational Services to eligible School District students. It is for the time period September 6, 2011 through June 1, 2012.

3. Community Services Advisory Council Appointments.

The Board appointed the following ten people to the Community Services Advisory Council for the terms indicated.

Terms 2009-2012: Karen Jensen, Stephanie Rezac, Amy Roggenbuck and Andria Sommers  
Terms 2010-2013: Mike Herman, Jennifer Cox Johnson, Melissa Larsen and Katrina Warner  
Terms 2011-2014: Nicole Krenzler and Kira Yoder

4. Personnel Items.

a. Appointments\*

1. Kristy Fredrickson, Special Ed Educational Assistant PCA at Sibley for 2.5 hrs./day, beginning 11/21/11, Class III, step 1, \$13.26/hr.
2. Kelli Hohm, Special Ed Educational Assistant PCA at Bridgewater for 4 hrs./day, beginning 11/21/11 through 6/1/12, Class III, step 1, \$13.26/hr.
3. Josh Maus, 9<sup>th</sup> Grade PT Boys Basketball Coach, \$12.00/hr.
4. Jaclyn McKay, Assistant Speech Coach, Level H, step 2.
5. Casey Keyes, Assistant Speech Coach, (shared stipend), Level H, step 1.
6. Kevin George, Assistant Speech Coach (shared stipend), Level H, step 1.
7. Leah Sand, Assistant Girls Softball Coach – 9<sup>th</sup>, Level F, step 8.
8. David Von Ruden, Assistant Boys Baseball Coach, Level F, step 1.
9. Jeffrey Mace, Boys Swim/Dive Assistant Coach, (shared stipend), Level E, step 1.
10. Dan Dupay, Boys Swim/Dive Assistant Coach, (shared stipend), Level E, step 1.
11. Co-Curricular assignments dated December 2011.

- b. Increase/Decrease/Change in Assignment
  - 1. Lisa Nelson, Grade 2 Teacher, increase 1.25 hrs./day (Mon. & Wed.), Supplemental Educational Services Teacher at Greenvale Park, beginning 11/14/11 through 3/30/12, \$27.57/hr.
  - 2. Deb Herman, Special Education Teacher at Sibley, overload assignment (no supervision) beginning 10/3/11 through 12/22/11.
  - 3. Greg Sumner, .8 FTE Occupational Therapist/Assistive Technology, approved to return to 1.0 FTE on December 12, 2011.
- c. Leave of Absence
  - 1. Connie Nelson, FMLA leave of absence beginning 12/19/11 through 1/16/12.
- d. Resignation / Termination
  - 1. Margaret Colangelo, Middle School Volunteer Coordinator, resignation effective 11/18/11.
  - 2. Carl Brown, Special Ed Educational Assistant PCA, termination effective 11/22/11.

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

5. Financial Reports – July, August, and September 2011.

The Board approved the following:

- Paid bills totaling \$792,797.81, payroll checks totaling \$941,815.89, Bond payments totaling \$1,212,555.02 and the financial reports for July 2011.
- Paid bills totaling \$986,073.83, payroll checks totaling \$908,113.86 and the financial reports for August 2011. No bond payments were made in August 2011.
- Paid bills totaling \$1,121,646.80, payroll checks totaling \$2,940,099.22 and the financial reports for September 2011. No bond payments were made in September 2011.

VIII. Items for Information

1. Fall Parent-Teacher Conferences.

	<u>2011</u>	<u>2010</u>
Greenvale Park	98%	95%
Sibley	98%	99%
Bridgewater	97%	98%
Middle School	63%	52%*
High School	41%	51%
Area Learning Center	75%	84%

\* As part of the Middle School's Conference format improvements last year, the way parent participation is counted was changed. Previously, volunteers greeted parents and had them sign-in upon arrival. Since there were two nights of conferences, many parents came for part of both nights or multiple parents came to visit teachers. Last fall, the Middle School aimed to measure the percentage of the student body that was represented by one or more parent visits. This changed the numbers by a surprising margin.

IX. Future Meetings

Monday, December 12, 2011, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
 Monday, January 9, 2012, 7:00 PM, Organizational School Board Meeting followed by the Regular School Board Meeting, Northfield High School Media Center

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

Noel Stratmoen  
 School Board Clerk