

## **NORTHFIELD PUBLIC SCHOOLS**

### **School Board Minutes**

School Board Minutes

February 27, 2012

Northfield High School Media Center

- I. Call to Order.  
Board Chair Ellen Iverson 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.  
Nelson requested that school year calendars be added as a fourth discussion item in light of potential legislation that would allow school districts to start school prior to Labor Day.
- III. Public Comment  
There was none.
- IV. Approval of Minutes  
On a motion by Quinnell, seconded by Maple, minutes of the Regular School Board meeting held on February 13, 2012, were unanimously approved.
- V. Announcements and Recognitions
  - Northfield Middle School Spring Parent Conferences will consist of a number of events that focus on parent involvement in positive settings. This year 6th grade students will be piloting student led conferences on March 1st.
  - Two Northfield Middle School eighth graders earned trophies at the Southeast Minnesota Regional Spelling Bee held on February 14 in Rochester. Both Hannah Mahr and Olivia Riggins will be advancing to the next level in the spelling bee competition. This upcoming event will also be held in Rochester on February 28 at the Southeast Service Cooperative. The champion of that contest will earn the opportunity to compete in the National Spelling Bee in Washington D.C.
  - The Greenvale Park Student Council ran a fundraiser for the Leukemia and Lymphoma Society called "Pennies for Patients" last week. The students brought change in all week and rose over \$2300!
  - Dr. Richardson thanked the numerous people responsible for the community celebration honoring him as the Superintendent of the Year on February 23.
  - Pritchard acknowledged the presentation by Dr. Charlie Reznikoff, a local chemical addiction specialist, which he made to the High School teaching staff and parents on February 27.
  - Congratulations to Gao Hong and several high school students for an amazing performance on Sunday at Carleton.
- VI. Item for Discussion and / or Reports
  1. Professional Learning Communities Presentation – Northfield High School Math Department.  
High School Principal Joel Leer introduced Math teacher Ray Coudret. The theme of the High School Math PLC is "Accessing Algebra through Technology." Ray introduced three students who assisted him in a hands-on demonstration of the TI NSpire calculator showing Board members firsthand what he is able to do in the classroom with the students using this device.
  2. 2013 – 2015 District Technology Plan.  
Director of Human Resources and Technology Matt Hillmann presented an overview of the draft of the 2013-15 District Technology Plan.
  3. Preview of Proposed Staffing and Program Enhancements.  
Dr. Richardson provided a review of the programs that have been developed over the last eight years to support continuous improvement at each of our school buildings and sites. Following this review, he shared an overview of the proposed next steps necessary to continue the District's progress in enhancing student achievement and the staffing modifications needed to achieve those steps.

4. 2012-2013 and 2013-2014 School Year Calendars.

Superintendent Chris Richardson reviewed the 2012-13 and 2013-14 calendars proposed by the District Meet and Confer Committee. He also summarized the survey data from staff and parents and discussed the impact of shortened weeks on attendance. Board members discussed concerns about the length of the winter break and other components of the calendar. Board members also shared concerns about the potential passage of a House bill that would repeal the after Labor Day start requirement beginning in 2012-13. The Board requested that a 2012-13 calendar draft be created with an after Labor Day start, a shortened winter break and earlier end date. The Board also requested a calendar draft that would start school before Labor Day.

VII. Superintendent's Report

A. Items for Individual Action

1. 2012-2013 and 2013-2014 School Year Calendars.

On a motion by Stratmoen, seconded by Nelson, the Board unanimously approved postponing the 2012-2013 school year calendar until the March 12, 2012, meeting and to not vote on a 2013-2014 calendar due to possible removal of starting day restrictions by the Legislature.

B. Items for Consent Grouping

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

1. Grant Requests.

- School Readiness is submitting a \$5000 request to the Southern Minnesota Initiative Foundation for its program, "Getting Families School Ready!"
- TORCH is requesting \$7000 from WINGS to provide support to TORCH youth struggling with Math and/or Science by providing daily tutoring, a weekly after school science program and direct intervention in Science and Math classrooms.
- The Area Learning Center is requesting \$500 from WINGS to help cover the remaining outfitting fee and van rental for the ALC's trip to the BWCA this summer.

The following grant requests are being made to the Northfield Area United Way:

- School Readiness is submitting a \$14,500 request for its three-week program, Bridges to Kindergarten.
- The PrimeTime Collaborative is requesting \$32,000 for the PLUS program for summer 2012 and the 2012-2013 school year.
- TORCH is requesting \$20,000 to support the general operating costs of the TORCH program.
- Northfield High School is requesting \$10,000 to support a Chemical Health Specialist.

2. Personnel Items.

a. Appointments\*

1. Suzanne Procter, Instructional Educational Assistant at the Middle School, 3.25 hrs./day beginning 2/20/12 through 6/1/12, Class II, step 1, \$12.85/hr.
2. Gillian Rendahl, PLUS Site Assistant at Greenvale Park, 1.5 hrs./day (Tues. & Thurs.), beginning 2/27/12 through 4/26/12, Step 1, \$11.03/hour.
3. Brianna Spittle, Early Ventures Site Assistant at Longfellow, up to 35 hrs./week beginning 3/7/12, Step 1, \$11.03/hr.
4. Kyle Smisek, Middle School Track Assistant, Level I, step 1.
5. Co-Curricular assignments for March.
6. Pam Koester, Homebound Instructor for 1 hr./day beginning 2/27/12 through TBD, BA30-6.

b. Increase/Decrease/Change in Assignment

1. Martha Boughton, Special Ed EA 3.8 hrs./day and Special Ed EA PCA/2.7 hrs./day at the Middle School, change to 2.7 hrs./day Special Ed PCA and 3.8 hrs./day Special Ed Educational Assistant at the Middle School, beginning 1/24/12 through 6/1/12.
2. Tyler Faust, Special Ed Educational Assistant PCA at Bridgewater for 3.83 hrs./day, increase to 4.58 hrs./day Special Ed Bus PCA beginning 2/21/12 through 6/1/12.

3. Mandy McWilliams, Special Ed Educational Assistant PCA at the High School for 6.75 hrs./day, increase a total of 3hrs./day for 10 days (30 hrs. total) as Special Ed EA PCA for Driver's Education beginning 3/1/12 through 3/16/12.
- c. Resignations
1. Sandi Miller, Middle School Youth Center Site Assistant, resignation 1/25/12.
  2. Nicole Thompson, Kid Ventures Site Assistant, resignation 2/15/12.
  3. Shelia Sumner, Instructional Educational Assistant, resignation end of the 2011-12 school year.
  4. Bonnie Skluzacek, Special Ed Educational Assistant, resignation effective 2/29/12.
  5. Carolyn Hanrahan, Special Ed Educational Assistant PCA, resignation effective 3/16/12.
- d. In order to become compliant with the new Federal Health Care law, the Board approved standardizing all non-unionized groups by modifying the insurance segments of the current policy documents covering wages and benefits to match the District contribution in the NEA Master Agreement. This will increase the District contribution to some non-unionized groups while decreasing the District contribution of others. For those groups that will lose a portion of their District contribution to health and dental insurance, the Board approved shifting an equivalent amount into the elected annuity section of their policy document.  
The employee groups affected are:
- \* Non-Union Administrators (Cabinet)
  - \* Non-Union Administrators (Director)
  - \* Community Services Staff
  - \* Certified Occupational Therapy Assistants/Speech Language Assistants
  - \* District Grounds Supervisor, District Maintenance Supervisor and District Electrician
  - \* Educational Interpreters for Deaf and Hard of Hearing
  - \* Child Nutrition Personnel
  - \* Building Head Custodians
  - \* Building Nurses
  - \* Other Staff (High School Parking Lot and Building Security Monitor, Greenvale Park Parent Liaison, Middle School Student Life Specialist, and Elementary Volunteer Coordinator)
  - \* Superintendent
- e. Leave of Absence
1. Gretchen Lilly, was granted a Leave of Absence each Wednesday of the 2012-13 school year, beginning 8/15/12 through 6/5/13.

\*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 12, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, March 26, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Nelson, the Board adjourned at 9:35 PM.

Noel Stratmoen  
School Board Clerk