

## NORTHFIELD PUBLIC SCHOOLS School Board Minutes

School Board Minutes

April 23, 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.
- III. Public Comment  
There was no one.
- IV. Approval of Minutes  
On a motion by Maple, seconded by Quinnell, minutes of the Regular School Board meeting held on April 9, 2012, were unanimously approved.
- V. Announcements and Recognitions
  - Greenvale Park's Evening of the Arts celebration on April 3<sup>rd</sup> had an attendance of over 700!
  - Seven middle school students participated in the 2012 National High School Chess Tournament held in Minneapolis April 13-15. Christof Zweifel, Henry Ganey, Jackson Hillmann, Evan Jasnoch, Leif Berdahl, Jasper Egge and Gus Ohnesorge. Team 1 (Under 800 rating) of Jasper, Jackson, Christof and Evan took 10th place. Jasper also received an individual trophy for placing 20th. Team 2 (Unrated players) of Gus, Henry and Leif took 25th place. Daniel Cloherty represented the high school in the Under 1200 division and Kai Pei represented NHS in the Championship bracket. Rebecca Messer is the Coach and David Ludescher is the Assistant Coach.
  - Bravo for the cast, crew, and volunteers of the Northfield Middle School Musical. Faculty directors Cathy Penning and Rose Turnacliff guided over 50 student participants through two successful performances of *The Musical Adventures of Flat Stanley Jr.* on April 20 and 21. Pritchard and Stratmoen commented on the great performance as well.
  - Congratulations to the NHS Knowledge Bowl Team and Coach Troy Cohrs for a great season! Of the 48 teams that began the qualification process, Northfield was the number one team on section finals day. This is the fourth consecutive year when a Northfield Knowledge Bowl Team qualified for the state competition. The Northfield team finished 12th out of 24 AA schools. Over 4,000 Minnesota students competed in Knowledge Bowl this year and the 5 competitors from Northfield were part of the final 200 competitors at the state meet. Northfield's 2011-2012 Knowledge Bowl State Tournament Team Members are: Eduardo Jaramillo, Connor Rowher, Chris Hager, Tom Dobrow and Muriel Carpenter.
  - The NHS Activities Department, in conjunction with the Northfield Booster Club, is sponsoring a Ford Test Drive for Dollars fundraiser on Saturday, May 5.
  - There has been incredibly positive feedback from the schools that participated in the Missota Festival that Northfield High School hosted on April 13. A large thank you needs to go to all the NHS staff who put in the hard work to organize the day.
  - Arts a la Carte will be held at Northfield High School on Thursday, May 4.
- VI. Item for Discussion and / or Reports
  1. Proposed 2012-13 Food Service Budget.  
Child Nutrition Director, Pam Haupt, presented the 2012-13 proposed food service budget. This fund is used to record financial activities of the District's food service activity, which include preparation and service of the milk, meals, and snacks in connection with school and community service activities. No Board action was required.
  2. Proposed 2012-13 Non-Operating Fund Budgets.  
The following proposed budgets for 2012-13 were presented by Stephanie Shawback, Director of Business Services. No Board action was required.

- Fiduciary or Trust Fund is used to record revenues and expenditures for trust agreements where the school board has accepted responsibility to serve as trustee. The majority of activity within this fund is a for student scholarships.
- Proprietary or Internal Service Fund was created in 2005-06 for purposes of recording the financial transactions of the District's self-insured dental plan. In 2011-12 the District moved to a self insured medical plan, which was added to this fund. Revenues represent District, Employee, and Retiree premium payments. Expenditures represent medical and dental claims and claims processing costs.

VII. Superintendent's Report

A. Items for Individual Action

1. Creation of New Special Education Classroom.

On a motion by Stratmoen, seconded by Nelson, the Board unanimously approved the creation of a new centralized special education classroom under the category of Developmental Cognitive Disability: mild/moderate to address a district-wide special education need for students who need more support than the District's current resource rooms, but are higher functioning than those students served in the District's Low Incidence classroom. Staffing will be accomplished through the realignment of current staff across the three elementary schools. The program will be housed in available space at Sibley Elementary School.

2. ESL Staffing.

On a motion by Nelson, seconded by Stratmoen, the Board unanimously approved the addition of 1.0 FTE ESL staff at Greenvale Park Elementary School to support the English language needs of students in the primary grades. This staffing will provide staffing equity between the three elementary buildings, balance student teacher ratios, and provide and support those English language learners with the highest instructional needs after they leave the ESL kindergarten program.

3. Fees for Student Activities for 2012-2013.

On a motion by Quinnell, seconded by Pritchard, the Board on a 5 to 2 vote approved the Activities Advisory Committee's recommendation to change how Waiver Fees are administered beginning in the Fall 2012. (Voting 'yes' was Stratmoen, Quinnell, Pritchard, Nelson, and Iverson. Voting 'no' was Maple and Fossum.) Under the current school year's Free or Reduced Meal Program Guidelines as administered by the School District's Child Nutrition Department:

1. Students who qualify for the Free Meal Program will be required to pay 20% of the total cost of the activity for which they are enrolling.
2. Students who qualify for the Reduced Meal Program will be required to pay 40% of the total cost of the activity.
3. Families who qualify for the Free Meal Program will be required to pay 20% of the family full fee limit. Families who qualify for the Reduced Meal Program would be required to pay 40% of the family full fee limit.
4. Students who do not qualify for a Free or Reduced Meal Program, but who have a financial hardship, will submit an application for a scholarship, and if granted, will be required to pay at least 20% toward the activity fee.

4. Revision to Policy 514 – Bullying Prohibition.

On a motion by Maple, seconded by Nelson, the Board unanimously approved the revision to Policy 514 – Bullying Prohibition, as presented.

5. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.

On a motion by Pritchard, seconded by Quinnell, the Board unanimously adopted the Resolution related to the termination and non-renewal of the teaching contract of the 1.0 FTE probationary licensed Special Education Teacher, Cheryl Barnes, at the end of the 2011-2012 school year. Voting 'yes' was Stratmoen, Quinnell, Pritchard, Nelson, Maple, Fossum and Iverson. No one voted 'no.'

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. Personnel Items.
  - a. Appointments\*
    1. Brianne Frawley, Special Ed Educational Assistant PCA for Summer Ventures at Longfellow for 8 hours/day beginning 6/4/12 through 8/24/12, Class III PCA, Step 1, \$13.26/hour.
    2. Brooke Harding, Summer Venture Site Assistant at Longfellow for 7 hours/day beginning 6/4/12 through 8/24/12, \$11.03/hour.
    3. Timothy Komatsu, Summer Venture Site Assistant at Longfellow for 3 hours/day beginning 6/4/12 through 8/24/12, \$11.03/hour.
    4. Jens Loven-Holt, Summer Venture Site Assistant at Longfellow for 7 hours/day beginning 6/4/12 through 8/24/12, \$11.03/hour.
    5. Julia Mandsager, Summer Venture Site Assistant at Longfellow for 6.5 hours/day beginning 6/4/12 through 8/24/12, \$11.03/hour.
    6. Joyce Atchison, Long-term Substitute Deaf and Hard of Hearing Teacher at Middle School and High School, beginning 4/16/12 through 6/1/12, MA, Step 6.
    7. Mary Stanchina, Supervisory Educational Assistant at Sibley for 1.5 hours/day beginning 4/16/12 through 6/1/12, Class I, Step 1, \$12.59/hour. Special Ed Educational Assistant PCA at Sibley for 2.25 hours/day beginning 4/16/12 through 6/1/12, Class III PCA, Step 1, \$13.26/hour.
    8. Shari Karlsrud, Long-term Sub FACS Teacher, beginning 8/28/12 through 6/5/13, MA, Step 2.
    9. Ann Burkhardt, 1.0 FTE Speech/Language Pathologist at Greenvale Park Elementary, beginning August 27, 2012, MA, Step 2.
    10. Aleta Kolan, Assistant Girls Swimming Coach, beginning August 13, 2012 through November 17, 2012, Level E, Step 1.
    11. Lisa Muir, 1.0 FTE Special Education Teacher at the High School, beginning August 28, 2012, MA, Step 6.
    12. Michael Berger, Summer Venture Site Instructor at Longfellow, beginning June 4, 2012 through August 24, 2012, \$12.39/hour.
    13. Community Services Instructors for Summer 2012.
  - b. Increase/Decrease/Change in Assignment
    1. Julie Wolner, 1.0 FTE Business Education Teacher, change to .70 FTE Business Education Teacher and .30 FTE Media Specialist Long-term Substitute beginning 8/28/12 through 6/5/13
    2. Mark Ensrud, 1.0 FTE High School English Teacher, change to 1.0 FTE Long-term substitute High School Guidance Counselor, beginning 8/28/12 through 6/5/13.
    3. Jaclyn McKay, .60 FTE High School English Teacher and .25 FTE ALC READ 180 Teacher, change to 1.0 FTE High School English Teacher beginning 8/28/12 through 6/5/13.
  - c. Leaves of Absence
    1. Brienne Mayer, Special Ed Educational Assistant PCA, Unpaid leave of absence beginning 4/6/12 through the end of the 2011-12 school year.
    2. Diane Frederick, FMLA leave of absence beginning 4/9/12 through 4/27/12.
    3. Mark Ensrud, 1.0 FTE High School English Teacher, leave of absence for the 2012-13 school year.
  - d. Resignations
    1. Stephanie Rezac, Early Childhood Educator, resignation effective 4/13/12.
    2. Julia Johnson, Special Education Ed Assistant at Sibley Elementary, resignation effective 4/17/12.

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

#### VIII. Items for Information

1. Revisions to School Board Policies 515 and 530.

The Minnesota School Boards Association (MSBA) is suggesting revisions to Policy 515 – Protection and Privacy of School Records, and Policy 530 – Immunization Requirements. Revisions to Policy 515 include an addition to the list of what constitutes Directory Information

on page 1 (add Middle and High School Student Athletic Physical Examination Expiration Date). Changes to the category – “prior consent for disclosure not required” on page 10 and the rewording of one notification section on page 14 is because the federal law 42 U.S.C. 14071 was repealed. In Policy 530 there are changes for home schooled students, and notice requirements are reworded. Discussion and final action by the School Board on these policies is scheduled for the May 14, 2012 Regular School Board meeting.

IX. Future Meetings

Monday, May 14, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

**Please note change in day: Tuesday, May 29**, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Fossum, the Board adjourned at 9:10 PM.

Noel Stratmoen  
School Board Clerk