

# **NORTHFIELD PUBLIC SCHOOLS**

## **School Board Minutes**

School Board Minutes

May 29, 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. Stratmoen 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 Nelson, seconded by Quinnell, minutes of the Regular School Board meeting held on May 14, 2012, were unanimously approved.
- V. Announcements and Recognitions
  - Community Services has received the following grants from the Northfield Area United Way: \$24,600 for PLUS, \$12,000 for School Readiness and \$5,660 for Project ABLE.
  - The District also received \$10,000 from the United Way to support chemical/behavioral health services from Omada and \$16,000 to support the TORCH program.
  - The Northfield Middle School was host to three major events in the past two weeks:
    - On May 15th, the middle school bands directed by Paul Beck and Ethan Frier presented an excellent spring concert featuring 257 young musicians.
    - The highlight of May 17th was the 8th Grade Awards program. 42 students were recognized by their teachers or advisors for their outstanding effort in curricular and co-curricular activities. In addition, 124 students met the national criteria to earn either the President's Education Award or the President's Academic Excellence Award.
    - May 21st was filled with the sweet sounds of the elementary and middle school orchestras. Approximately 150 elementary and 107 middle school students performed at the spring concert under the direction of Natalie Dimberg, Heather Olivier and guest conductor Susan Oftedahl.
    - On May 30 the middle school commemorated Memorial Day at a flag raising ceremony. The flag was donated to Northfield Middle School by the U.S. Ambassador to Iraq in honor and memory of retired Navy SEAL Scott Brachmann. Mr. Brachmann passed away on December 13, 2011. His family, including NMS student Mitchell and GVP student Jack, presented the flag to the American Legion honor guard. After the school year, the flag will become the official flag presented in the swimming competition area.
  - Dr. Richardson reported that the District now has the results of the MMR scales from MDE as a result of the waiver granted to MN. The good news is that the District has no buildings in needs improvement. We have one building designated as a rewards school – Bridgewater Elementary School, which means it is in the top 15% of elementary schools.
  - Nelson and Pritchard reported about the robotics open house at the high school.
  - Pritchard thanked the Northfield business community for the ads placed in the year book that helps defray the cost of the yearbook, and the contributions to the after prom party and senior lock in.
  - Maple reported on the Service Learning Project open house.
  - Quinnell announced his filing for County Commissioner. He therefore will not be running for school board this fall.
  - Maple highlighted the high school orchestra concert that was held last week with Susan Oftedahl as the guest conductor since the instructor was ill.

VI. Item for Discussion and / or Reports

1. Professional Learning Communities Presentation – Northfield Middle School.

Middle School Principal Jeff Pesta introduced the DVD produced by Amy Sieve that highlighted two PLCs at the middle school – the Physical Education PLC and the sixth grade team PLC. Physical Education teacher Mark Johnson was available to answer questions.

2. District Educational Program Advisory Committee (DEPAC) Goals for the 2012-2013 School Year.

Kyle Wilkomm and Helena Kaufmann, this year's co-chairs of the District Educational Program Advisory Council (DEPAC), shared with the Board the recommended goals that were developed by this committee of citizens and staff members over the last several months.

At DEPAC's last meeting of the school year, they reached consensus on the following goals:  
Assessment: Students, teachers and parents will collaborate by using data to select individual approaches for personal growth, aligned to student strengths and challenges.

Curriculum and Staff Development:

- The District will implement Response to Intervention (RtI) at the elementary level during the 2012-2013 school year, and at the secondary level by the 2014-2015 school year.
- The District will implement consistent standards-based grading strategies and procedures at the elementary level by the 2013-2014 school year, and at the secondary level by the 2014-2015 school year.
- The District will continue to explore the K-12 implementation of a 1:1 tablet computer initiative.

Student Support Services:

- The District will ensure the success of the new roles of Student Support Services personnel and the implementation of Response to Intervention (RtI).
- The District will begin investigating Schoolwide Positive Behavior Interventions and Supports (SPBIs).
- The District will foster school connectedness among students, families and staff, promoting mutual respect and responsibility to enhance emotional and social development.

3. Transformational Technology.

District Director of Human Resources and Technology Matt Hillmann presented a proposed road map for the integration of tablet computers into the District's classrooms, beginning with teaching staff in 2012-13 and students in 2013-14. Administration will request approval of the plan's concept and first financial commitments at the June 11, 2012 Board meeting.

4. A Vision for Early Childhood Education.

Community Services Director Hannah Puczko presented a vision for early childhood education in Community Services that is intended to better position the District's early childhood programs and services to be responsive to the trends in early education that have been developing throughout the state.

5. 2012-13 General Fund Budget Development.

The General Fund budget was presented. The presentation included the assumptions and parameters for revenue and expenditure used for development of this budget. These assumptions and parameters were presented to and approved by the Board on January 23, 2012. Also presented was the financial summary of the original budget plan along with additional Board action that has been taken with respect to program and staffing changes. No action is required on the budget until June 11, 2012.

VII. Superintendent's Report

A. Items for Individual Action

1. Proposed Budgets for Capital and Health and Safety.

On a motion by Pritchard, seconded by Nelson, the Board unanimously approved the proposed 2012-2013 Operating Capital and Health and Safety Budget as presented.

	<u>Revenues</u>	<u>Expenditures</u>
Operating Capital	\$1,659,941	\$2,070,856
Health & Safety	<u>366,443</u>	<u>366,443</u>
<b>Total</b>	<b>\$2,026,384</b>	<b>\$ 2,437,299</b>

2. Policy 807, Health and Safety.  
 On a motion by Quinnell, seconded by Fossum, the Board unanimously approved School Board Policy 807, Health and Safety, as presented.
  
  3. Revisions to School Board Policy 411, Disability Period After Childbirth.  
 On a motion by Maple, seconded by Nelson, the Board unanimously approved the revisions to School Board Policy 411, Disability Period After Childbirth, as presented.
- B. Items for Consent Grouping  
 On a motion by Maple, seconded by Fossum, the Board unanimously approved the following items listed under the Consent Grouping.
1. Co-Curricular Overnight Trips for the 2012-2013 School Year.  
 The Board approved the list of co-curricular overnight trips for the 2012-13 school year dated May 17, 2012, provided by Activities Director Tom Graupmann.
  
  2. Student Activity Account Transfer.  
 The Board approved designating \$1,500 from the Robotics student activity account to pay for Steve Taggart's work with participants. Since Robotics is a club activity at Northfield High School, the students do not pay an activity fee nor do they complete a registration form, but Mr. Taggart has done significant work with the students involved. The Robotics Club intentionally fundraised so that Mr. Taggart could receive a stipend.
  
  3. Middle School Overnight Student Field Trip Requests for 2012-2013.  
 The Board approved the following:
    - The annual 7th grade ELC trip to Eagle Bluff in Lanesboro from October 31 to November 2, 2012.
    - The annual sixth grade Amistades Team's trip to a Spanish immersion program at "The Forest" near Stillwater May 8-9, 2013.
    - The annual SCOPE trip to Missouri to visit sites connected with the James Younger Gang. This trip will take place June 7 and 8, 2013.
  
  4. Tentative High School Overnight Trips Planned for 2012-2013.  
 The Board approved the overnight field trips listed for the 2012-13 school year in a memo provided by High School Principal Joel Leer dated May 2012.
  
  5. Personnel Items.
    - a. Appointments\*
      1. Naomi Munggai, Long-Term Substitute Educational Assistant for 7 hrs./day at Greenvale Park, beginning 5/16/12 through 6/1/12; 4.5 hrs./day Class III, step 1; \$13.26/hr, 2 hrs./day Class II, step 1, \$12.85/hr.; .5 hr./day Class I, step 1, \$12.59/hr.
      2. Kirsten Elwood, Summer Ventures Site Assistant for 3 hrs./day at Longfellow, beginning 6/4/12 through 8/24/12, \$11.03/hr.
      3. Annette Cerreta, 1.0 FTE Occupational Therapist/Assistive Technology Specialist beginning 8/28/12, MA-12.
      4. Natalie Czech, 1.0 FTE Special Education Teacher at Bridgewater Elementary beginning 8/28/12, BA-0.
      5. Karna Hauck, .75 FTE Art Teacher at Sibley Elementary beginning 8/27/12, MA-12.
      6. Sarah Klemmensen, 1.0 FTE School Psychologist at Bridgewater Elementary beginning 8/28/12, MA15-6.
      7. Martha Lundin, Summer PLUS Site Assistant at Middle School, 5 hrs./day beginning 6/15/12 through 7/27/12, \$11.03/hr.

8. Amanda Malecha, Summer PLUS Site Assistant at Middle School, 5 hrs./day beginning 6/15/12 through 7/27/12, \$11.03/hr.
  9. Lily Trelstad, Grade 3 Compañeros Teacher at Greenvale Park, beginning 8/22/12, BA-2.
  10. Mike Allen, Summer Weight Room Coach at the High School beginning 6/4/12 through 8/9/12, \$4,800.00.
  11. Lisa Atkinson, Summer Weight Room Coach at the High School beginning 6/4/12 through 8/9/12, \$14.75/hr.
  12. Sydra Smith, Summer Weight Room coach at the High School beginning 6/4/12 through 8/9/12, \$14.75/hr.
  13. Travis Wiebe, Summer Weight Room Coach at the High School beginning 6/4/12 through 8/9/12, \$16.75/hr.
  14. John Sand, Summer Weight Room Coach at the High School beginning 6/4/12 through 8/9/12, \$18.75/hr.
  15. Dan Meyers, Summer Weight Room Coach at the High School beginning 6/4/12 through 8/9/12, \$18.75/hr.
  16. Joshua Spitzack, Summer PLUS Teacher at the Middle School beginning 6/15/12 through 7/27/12, \$25.93/hr.
  17. Kristi Huettl, Summer PLUS Teacher at the Middle School beginning 6/15/12 through 7/27/12, \$25.93/hr.
  18. Larry Sanftner, Summer Weight Room at the High School beginning 6/4/12 through 8/9/12, \$12.75/hr.
  19. Eric Sandberg, Summer Weight Room Coach at the High School beginning 6/4/12 through 8/9/12, \$16.75/hr.
  20. Briana Bulfer, 4<sup>th</sup> Grade Classroom Teacher at Greenvale Park Elementary beginning 8/28/12, BA-6.
  21. Alyssa Weber, Summer Venture Site Assistant Monday through Thursday for 4 hours/day, beginning 6/4/12 through 8/24/12, \$11.03/hr.
- b. Increase/Decrease/Change in Assignment
1. Nicole Miner, KidVentures Site Assistant at Sibley for 12.5 hrs./week, transfer to SummerVentures Site Assistant at Longfellow for 35 hrs./week beginning 6/4/12 through 8/30/12.
  2. Rachel Hughitt, KidVentures Site Assistant at Sibley for 12.5 hrs./week, transfer to SummerVentures Student Site Assistant at Longfellow for 22.5 hrs./week beginning 6/4/12 through 8/30/12.
  3. Vanessa Grave, KidVentures Site Leader at Bridgewater for 26 hrs./week, transfer to SummerVentures Site Leader at Longfellow for 40 hrs./week beginning 6/4/12 through 8/30/12.
  4. Lacey Neuman Bissonnette, KidVentures Site Leader at Greenvale Park for 27.5 hrs./week, transfer to SummerVentures Site Leader at Longfellow for 40 hrs./week, beginning 6/4/12 through 8/30/12.
  5. Angie Callahan, KidVentures Site Leader at Sibley for 29 hrs./week, transfer to SummerVentures Site Leader at Longfellow for 40 hrs./week, beginning 6/4/12 through 8/30/12.
  6. Hope Sweet, KidVentures Site Assistant at Greenvale Park for 13 hrs./week, transfer to SummerVentures Site Assistant at Longfellow for 5 hrs./week, beginning 6/4/12 through 8/30/12.
  7. Anita Corwin, EarlyVentures Site Assistant at Longfellow for 15 hrs./week, increase to 31 hrs./week beginning 6/4/12 through 8/24/12.
  8. Debbie Foley, EarlyVentures Site Assistant at Longfellow for 25 hrs./week, increase to 27.5 hrs./week beginning 6/4/12 through 8/24/12.
  9. Angela Frawley, EarlyVentures Site Assistant at Longfellow for 38 hrs./week, decrease to 35.75 hrs./week beginning 6/4/12 through 8/24/12.
  10. Anna Kelly, EarlyVentures Site Assistant at Longfellow for 40 hrs./week, decrease to 26.5 hrs./week beginning 6/4/12 through 8/24/12.
  11. Brianna Spittle, EarlyVentures Site Assistant at Longfellow for 34 hrs./week, decrease to 25 hrs./week beginning 6/4/12 through 8/24/12.

12. Elizabeth Stahly, EarlyVentures Site Assistant at Longfellow for 20 hrs./week, transfer to SummerVentures Site Instructor for 40 hrs./week, beginning 6/4/12 through 8/24/12.
  13. Tammie Warner, EarlyVentures Site Assistant at Longfellow for 40 hrs./week, decrease to 27.5 hrs./week beginning 6/4/12 through 8/24/12.
  14. Rebekah Patterson, .5 FTE Read 180/.4 FTE Title Teacher at Bridgewater, transfer to .5 FTE Read 180 Teacher at Bridgewater Elementary, beginning 8/28/12.
  15. Stephanie Hagberg, 1.0 FTE Kindergarten Teacher at Greenvale Park, transfer to Bridges to Kindergarten Teacher at Greenvale Park for 15 hrs./week beginning 7/23/12 through 8/17/12.
  16. Gretchen Heil, 1.0 FTE First Grade Teacher at Sibley, transfer to Bridges to Kindergarten Teacher at Sibley for 15 hrs./week beginning 7/23/12 through 8/17/12.
  17. Jessica Jessen, 1.0 FTE Hand-in-Hand Preschool Teacher at Longfellow, transfer to Bridges to Kindergarten Teacher at Bridgewater for 15 hrs./week beginning 7/23/12 through 8/17/12.
  18. Amanda Schrader, 1.0 FTE ESL Teacher at Sibley, transfer to Bridges to Kindergarten ELL Teacher at Bridgewater/Greenvale/Sibley for 15 hrs./week beginning 7/23/12 through 8/17/12.
  19. Angie Schewe, Hand-in-Hand Preschool Teacher at Longfellow, transfer to Bridges to Kindergarten Teacher at Bridgewater for 15 hrs./week beginning 7/23/12 through 8/17/12.
  20. Erin Nohava-Hall, PLUS Teacher/Early Childhood Screener, transfer to Bridges to Kindergarten Teacher at Greenvale Park for 15 hrs./week beginning 7/23/12 through 8/17/12.
  21. Patricia Rogne, Early Childhood Family Education Teacher, transfer to Bridges to Kindergarten Teacher at Sibley for 15 hrs./week beginning 7/23/12 through 8/17/12.
  22. Kristen Cade, .5 FTE Kindergarten Teacher/.5 FTE Title Teacher, transfer to Bridges to Kindergarten Teacher at Bridgewater for 15 hrs./week beginning 7/23/12 through 8/17/12.
  23. Lahna Tran, 1.0 FTE Kindergarten Teacher, transfer to Bridges to Kindergarten Teacher at Bridgewater for 15 hrs./week beginning 7/23/12 through 8/17/12.
  24. Kristin Basinger, Summer PLUS Site Leader at Middle School for 6 hrs./day (Monday-Thursday) beginning 6/15/12 through 7/12/12.
  25. 2012 Summer PLUS Site Assistants at Middle School for 5 hrs./day (Monday-Thursday) beginning 6/15/12 through 7/12/12: Carol Beumer, Elizabeth Brewer, Anna Hefer, Bonnie Klamm, Arlette Nelson, Liv Thompson, Dee Tomczik
  26. 2012 Special Education Extended School Year Program Educational Assistants for 3.5 hrs./day at Sibley beginning 6/14/12 through 7/19/12: Janet Amundson, Mary Boyum, Shari Bridley, Teresa Findlay, Marilyn Frey, Janet Gannon, Beth Gephart, Laura Goodwin, Amber Iwanski, Clarita Kell, Richelle Kruger, Beth Kuyper, Yolanda Loken, Jacqueline Meyer, Sandy Miller, Ruth Morgan Malecha, Deb Pack, Tammy Schwagerl, Peggy Sheehy, Angela Sletten, Kathryn Stordahl, Amanda Story, Michelle Tranberg, Andrea Waldock, Linda Wasner
  27. 2012 Special Education Extended School Year Program Teachers for 3.5 hrs./day at Sibley beginning 6/18/12 through 7/19/12: Peggy Fink, Debra James, Joseph Jorgensen, Mary Magnuson, Annie Oftedahl, Stephani Parlin, Kim Rohr, Deb Seitz
  28. 2012 Special Education Extended School Year Program Teachers at Sibley beginning 6/18/12 through 8/30/12: Anne Balluff, Shannon Flegel, Laurie Larson, John Schnorr, Sara Webster
  29. 2012 Summer PLUS Program Teachers at the Middle School for 3 hours/day Monday through Thursday, Allison Otte, Amanda Schrader, Brittany Rathbun, Jennifer Rauk, Jessica Jessen, Katherine Woodstrup, Katy Schuerman, Margaret Witt, Michelle Morales, Roberto Garcia, Ruben Alvarez, Stephanie Grundman
- c. Leaves of Absence
1. Angie Nielsen, FMLA leave of absence beginning 5/7/12 through 6/1/12.
  2. Ann Schmidt, FMLA leave of absence beginning 5/17/12 through the end of the 2011-12 school year.
  3. Jonna Hanek, FMLA leave of absence beginning 5/21/12 for up to 480 annual hours.
  4. Lisa Nelson, Unpaid FMLA leave of absence beginning 5/21/12 through the end of the 2011-12 school year.

- d. Retirements/Resignations
  1. David Shuman, High School English Teacher, resignation at the end of the 2011-12 school year.
  2. Teresa Morris, Educational Assistant at Sibley Elementary, resignation at the end of the 2011-12 school year.
  3. Aimee Gerdesmeier, KidVentures Site Assistant at Sibley Elementary, resignation effective 5/25/12.
  4. Angela Nielsen, Supervisory/Instructional/Special Ed Educational Assistant PCA, retirement effective 8/31/12.
  5. Jean Fossum, Special Ed Educational Assistant PCA, retirement effective 6/4/12.
  6. Kirsten Elwood, Summer Venture Site Assistant effective 5/29/12.

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

6. Financial Reports – January, February and March 2012.

The Board approved the following:

- Paid bills totaling \$676,530.26, payroll checks totaling \$2,604,038.16, bond payments totaling \$4,569,760.02 and the financial reports for January 2012.
- Paid bills totaling \$1,073,146.79, payroll checks totaling \$2,662,140.30 and the financial reports for February 2012. No bond payments were made in February 2012.
- Paid bills totaling \$611,764.52, payroll checks totaling \$2,659,729.34 and the financial reports for March 2012. No bond payments were made in March 2012.

7. Amended and Restated Joint Powers Agreement for Setting IV and 18-21 Transition Special Education Programs.

The Board approved the amended and restated Joint Powers Agreement to provide Special Education programs that are jointly sponsored by the Northfield and Faribault Public Schools. This is a continuation of an agreement that has been in place since August 2005.

VIII. Items for Information

1. Area Learning Center Graduation – Wednesday, May 30, 1:00 PM, Longfellow Gymnasium.
2. High School Graduation – Sunday, June 3, 2:00 PM, Memorial Field.
3. July 2012 – June 2013 School Board Meeting Schedule.

IX. Future Meetings

Monday, June 11, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, July 9, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

- X. On a motion by Nelson, seconded by Maple, the Board adjourned at 10:00 PM.

Noel Stratmoen  
School Board Clerk