

## NORTHFIELD PUBLIC SCHOOLS School Board Minutes

School Board Minutes  
June 11, 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. Nelson 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 May 29, 2012, were unanimously approved.
- V. Announcements and Recognitions
  - Through funding from HCI, the Mayor's Task Force on Youth Drugs, Tobacco, and Alcohol Use, the Kristine Hasse Memorial Fund, and the Brent Setterstrom Memorial Fund, the District is sending Bubba Sullivan, Leah Sand, and students Abby Stets and Taylor Freiermuth to Lake Placid for Life of an Athlete (Pure Performance) training from June 14-17. The main thrust is a youth component --- stressing the importance of the students in the school taking ownership and driving this program.
  - Twenty-two Honors Art students from Northfield High School exhibit their art in *Off the Charts* at the Arts Guild Gallery through June 16.
  - Pritchard thanked Roger Jenni and Paul Beck for the excellent 5<sup>th</sup> grade band concert on Bridge Square last week.
- VI. Item for Discussion and / or Reports  
There were no items for discussion or reports.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. Proposed 2012-2013 Budget for All Funds.  
On a motion by Pritchard, seconded by Stratmoen, the Board unanimously approved the proposed 2012-13 budgets as presented below.
 

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General (excludes Capital/H&S budget)	\$ 39,170,179	\$ 38,186,331
Operating Capital and Health and Safety	2,026,384	2,437,299
Food Services	1,688,843	1,688,863
Community Services	2,098,196	2,074,948
Debt Service	6,165,889	6,078,779
Trust	67,200	71,400
Internal Service	<u>5,749,146</u>	<u>5,371,826</u>
<b><u>Total</u></b>	<b>\$ 56,965,837</b>	<b>\$ 55,909,446</b>
    2. Transformational Technology.  
On a motion by Fossum, seconded by Maple, the Board unanimously approved phase one of the transformational technology plan, which includes the implementation of a three year lease for iPads for licensed staff in the 2012-2013 school year. The cost of the iPad lease is projected at \$40,960.31 each year for the next three years.
    3. Resolution Establishing Dates for Filing Affidavits of Candidacy.  
On a motion by Pritchard, seconded by Maple, the Board unanimously approved the resolution establishing dates for filing affidavits of candidacy as presented. Affidavits of Candidacy for the four School Board vacancies may be filed at the District Office, 1400

Division Street South, beginning Tuesday, July 31, 2012, and ending Tuesday, August 14, 2012. Voting 'yes' was Fossum, Maple, Pritchard, Quinnell, Stratmoen and Iverson. No one voted 'no.' Nelson was absent.

B. Items for Consent Grouping

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

1. Revised Contract with ARTEch Charter School.  
Based on MDE's review of the previously approved contract, the District was asked to attach several documents from the current Authorizer Application that provided details on specific contract components. The Board approved the revised Contract with the new attachments.
2. Restructuring of Leadership for Early Childhood Education.  
The Board approved the elimination of the lead teacher positions in Early Childhood Family Education and School Readiness effective June 30, 2012, and the establishment of an Early Childhood Coordinator position for 40 hours per week for 50 weeks per year effective July 1, 2012. The Early Childhood Coordinator would be responsible for all ECFE, School Readiness and Early Childhood Screening as well as a focus on outreach and collaboration in order to reduce the achievement gap. The position will be posted on June 12, 2012.
3. Family / Student / Co-Curricular Handbooks for 2012-2013.  
The Board approved the changes to the Elementary School Family Handbook, the Student Handbooks for the High School, Area Learning Center and the Middle School, and the Co-Curricular Activities Handbook for the 2012-2013 school year. These handbooks carry the force of School Board policy.
4. Student Citizenship Handbook.  
Administration did not recommend any changes to the 2012-2013 Student Citizenship Handbook. The distribution method of the Student Citizenship Handbook for 2012-2013 will remain the same as previous years. The youngest elementary student will receive the Handbook, which will include a page that is to be completed by a parent or guardian indicating that they have received and reviewed the Handbook with their elementary student(s). This page is to be returned to the classroom teacher. Each secondary student will receive a Handbook, which will be reviewed with secondary students at the beginning of the school year.
5. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4.  
The District waived the ban of fireworks on School District property to permit a fireworks display on July 4, 2012. Permission was granted to use the green space between Northfield Middle School and Bridgewater Elementary School for the fireworks display.
6. Personnel Items.
  - a. Appointments\*
    1. Rachel Heisterkamp, 1.0 FTE School Psychologist at the Middle School beginning 8/28/12, MA45-0.
    2. Jessica Jessen, 1.0 FTE AM/PM Kindergarten Teacher at Greenvale Park beginning 8/28/12, BA-1.
    3. Gene Dordal, Special Education Extended School Year Teacher for 3.5 hrs./day at Sibley beginning 6/14/12 through 7/19/12, BA-0.
    4. Darcie Palodichuk, Special Education Extended School Year Teacher for 3.5 hrs./day at Sibley beginning 6/14/12 through 6/28/12, BA-3.
    5. Michael Miller, Special Education Extended School Year Educational Assistant PCA for 3.5 hrs./day at Sibley beginning 6/14/12 through 7/19/12, Class III, step 1, \$13.26/hr.
    6. Diane Busch, Special Education Extended School Year Educational Assistant PCA for 3.5 hrs./day at Sibley beginning 6/14/12 through 7/19/12, Class III, step 1, \$13.26/hr.
    7. Rachel Smetana, Summer PLUS Site Assistant at Middle School for 5 hrs./day beginning 6/15/12 through 7/27/12, Step 1, \$11.03/hr.
    8. Matthew Dueffert, Summer PLUS Site Assistant at Middle School for 6.5 hrs./day beginning 6/15/12 through 7/27/12, Step 2, \$11.32/hr.
    9. Cori Oian, Assistant Volleyball Coach – 9<sup>th</sup> Grade, beginning 8/13/12, Level E, step 4.
    10. Mike Allen, Instructional Educational Assistant for 6.5 hrs./day at the High School beginning 9/4/12, Class II, step 1, \$12.85/hr.
    11. Summer 2012 Community Services Recreation Positions beginning 5/31/12 through 8/31/12 as follows: Michael Abdella, Samuel Alberg, Christopher Anderson, Emily Anderson, Mari

12. Arneson, Maren Babel, Sidney Beaumaster, Greta Berdahl, Sonia Berdahl, William Bestul, Kaitlyn Bicek, Vinh Bui, Sarah Carlson, Elizabeth Christensen, Allison Clark, Matthew Detjen, Glenn Dworsky, Allison Erickson, Connor Fink, Greta Elsass, David Kreis, Beth LaCanne, Katherine Moors, Adam Nystuen, Carly Oto, Steven Pfahning, Eric Pittman, Dan Remes, David Rodgers, Hannah Sayner, Nancy Seeberg, Ellyn Sheehy, Anna Showers, Marla Thomforde, William Totimeh, Nelson Wolf, Samantha Womeldorf, Kristopher Woods, Anya Zach.
  13. Linda Temple, 1.0 FTE Grade 3 Teacher at Bridgewater beginning 8/28/12, MA-6.
  14. Scott Stanina, 1.0 FTE English/Language Arts Teacher at the High School beginning 8/28/12 through 6/5/13, BA-6.
  15. Caitlin Keller, Special Ed Educational Assistant PCA for Extended School Year for 3.5 hrs./day beginning 6/14/12 through 7/19/12, Class III, step 1, \$13.26/hr.
  16. Matthew Aguilar-Champeau, Summer PLUS Site Assistant at Middle School for 5 hrs./day beginning 6/15/12 through 7/27/12, Step 1, \$11.03/hr.
  17. Rolf Tollefson, Supervisory Educational Assistant for .75 hrs./day at Greenvale Park beginning 8/29/12, Class I, step 2, \$12.95/hr.\*\*
  18. Rhonda Stanley, .5 hrs./day Supervisory/3.0 hrs./day Instructional Educational Assistant at Greenvale Park beginning 8/29/12, .5 hrs./day Class I, step 2, \$12.95/hr.\*\*; 3 hrs./day Class II, step 2, \$13.22/hr.\*\*
- b. Increase/Decrease/Change in Assignment
1. Gerald Davidson, Substitute Custodian, transfer to Long-Term Substitute Custodian at the Middle School beginning 5/29/12 through TBD, \$14.17/hr.
  2. Jay Grossman, Long-Term Substitute Custodian at Bridgewater from 1/11/12 through 5/29/12, transfer back to Custodian at Bridgewater/High School beginning 5/30/12.
  3. Darcy Seurer, ALC Social Studies Teacher, transfer to High School Summer School Teacher at Longfellow for 6 hrs./day (Monday-Thursday) beginning 6/8/12 through 7/26/12.
  4. Jaelyn McKay, READ 180 Teacher at Longfellow, transfer to High School Summer School Teacher at Longfellow for 6 hrs./day (Monday-Thursday) beginning 6/8/12 through 6/28/12.
  5. Jeanne Mahoney-Hanzlik, High School Science Teacher, transfer to High School Summer School Teacher at Longfellow for 6 hrs./day (Monday-Thursday) beginning 6/8/12 through 7/26/12.
  6. Renee Rasmussen, ALC English Teacher, transfer to High School Summer School Teacher at Longfellow for 6 hrs./day (Monday-Thursday) beginning 6/8/12 through 7/26/12.
  7. Paul Eddy, High School Math Teacher, transfer to High School Summer School Teacher at Longfellow for 6 hrs./day (Monday-Thursday) beginning 7/9/12 through 7/26/12.
  8. Cheryl Mathison, ALC Teacher and Greg Sumner, District Occupational Therapist/Assistive Technology Specialist, 2012 Summer School BWCA Trip beginning 6/11/12 through 6/15/12, for 8 hrs./day for 40 hrs. total.
  9. Darren Lofquist, Kindergarten Teacher at Sibley, transfer to Summer PLUS Program Teacher at the Middle School for 3 hrs./day (Monday-Thursday) beginning 6/15/12 through 7/27/12.
  10. Deb Thomforde, .7 FTE Reading Teacher at the Middle School, increase to .8 FTE Reading Teacher at the Middle School beginning 8/28/12 through 6/4/2013.
  11. Kelle Edwards, Instructional/Special Ed Educational Assistant PCA at Greenvale Park, decrease PCA hours from 6.75 hrs./day to 6.5 hrs./day beginning 9/4/12.
  12. LaDonna Miller, Supervisory/Instructional/Special Ed Educational Assistant PCA at Greenvale Park, decrease PCA hrs. from 5.75 hrs./day to 5.25 hrs./day beginning 9/4/12.
  13. Amy Pantze, Special Ed Educational Assistant PCA at Greenvale Park, decrease PCA hours from 6.5 hrs./day to 6.25 hrs./day beginning 9/4/12.
  14. Vicky Shimota, Instructional/Special Ed Educational Assistant at Greenvale Park, decrease Special Ed hours from 6.75 hrs./day to 6.25 hrs./day beginning 9/4/12.
  15. Deb Wagner, Supervisory/Instructional/Special Ed Educational Assistant PCA at Greenvale Park, decrease PCA hours from 3.75 hrs./day to 3.25 hrs./day beginning 9/4/12.
  16. Linda Wilson, Supervisory/Instructional/Special Ed Educational Assistant PCA at Greenvale Park, decrease PCA hours from 7.25 hrs./day to 6.25 hrs./day beginning 9/4/12.
  17. Lisa Bethke, Business Affairs Office Accounting Technician, \$1,534 pay differential for work performed in the absence of District Accounting Supervisor.
  18. DeEtte Harris, Supervisory/Special Ed Educational Assistant PCA at Sibley, decrease Supervisory hours from .25 hrs./day to .20 hrs./day beginning 9/4/12.

19. Karen Jensen, Supervisory/Instructional/Media Educational Assistant at Sibley, decrease Supervisory hours from 1.75 hrs./day to 1.33 hrs./day beginning 9/4/12.
  20. Bonnie Johnson, Supervisory/Special Ed Educational Assistant PCA at Sibley, increase Supervisory hours from .25 hrs./day to .33 hrs./day beginning 9/4/12.
  21. Jane Johnson, Special Ed Educational Assistant PCA at Sibley for 6.75 hrs./day, add .20 hrs./day Supervisory Educational Assistant beginning 9/4/12.
  22. Bonnie Klamm, Supervisory/Special Ed Educational Assistant PCA at Sibley, decrease Supervisory hours from .50 hrs./day to .20 hrs./day beginning 9/4/12.
  23. Delores Larsen, Supervisory/Special Ed Educational Assistant PCA at Sibley, increase Supervisory hours from .25 hrs./day to .33 hrs./day beginning 9/4/12.
  24. Susan Leidner, Special Ed Educational Assistant PCA at Sibley, add .20 hrs./day Supervisory Educational Assistant beginning 9/4/12.
  25. Tresa Mazurek, Supervisory/Special Ed Educational Assistant PCA at Sibley, decrease Supervisory hours from .50 hrs./day to .33 hrs./day beginning 9/4/12.
  26. Emelyn Osborn, Supervisory/Special Ed Educational Assistant PCA at Sibley, decrease Supervisory hours from .50 hrs./day to .20 hrs./day beginning 9/4/12.
  27. Jodie Rud, Supervisory/Special Ed Educational Assistant PCA at Sibley, increase Supervisory hours from .25 hrs./day to .33 hrs./day beginning 9/4/12.
  28. Laurel Sargent, Special Ed Educational Assistant PCA at Bridgewater for 6.5 hrs./day, transfer to Supervisory .33 hrs./day/Special Ed PCA 6.75 hrs./day at Sibley beginning 9/4/12.
  29. Kyle Smisek, Special Ed Educational Assistant PCA at Middle School for 6.75 hrs./day, transfer to Supervisory .20 hrs./day/Special Ed 6.5 hrs./day at Sibley beginning 9/4/12.
  30. Michelle Tranberg, Supervisory/Special Ed Educational Assistant PCA at Sibley, decrease Special Ed PCA from 6.25 hrs./day to 3.25 hrs./day beginning 9/4/12.
  31. Linda Wasner, Special Ed Educational Assistant PCA at Middle School, add Supervisory .20 hrs./day/Special Ed PCA 5 hrs./day at Sibley beginning 9/4/12.
  32. Sheila Winegardner, Supervisory/Special Ed Educational Assistant PCA, increase Supervisory hours from .25 hrs./day to .33 hrs./day beginning 9/4/12.
  33. Lori Witt Macrae, Supervisory/Special Ed Educational Assistant PCA, increase Supervisory hours from .75 hrs./day to 1.58 hrs./day and decrease Special Ed PCA hours from 6.75 hrs./day to 5.5 hrs./day beginning 9/4/12.
- c. Resignations
1. Jessica Jessen, Early Childhood Hand-in-Hand Preschool Teacher at Longfellow, resignation effective 6/4/12.
  2. Marilyn Frey, Special Ed Educational Assistant PCA at Sibley Kid Ventures, resignation effective 6/1/12.
- d. The Board approved the following:
- Agreement Between ISD 659 and International Union of Operating Engineers, Local No. 70 for the period extending July 1, 2012 to June 30, 2014.
  - Policy Covering Wages, Working Conditions and Fringe Benefits of Building Head Custodians for the period extending July 1, 2012 through June 30, 2014.
- e. Advancement of Licensed Staff to Tenure Status 2012-13  
Rebekah Patterson
- \* Conditional offers of employment are subject to successful completion of a criminal background check.  
\*\* Subject to revision when negotiations for 2012-2013 are completed.

VIII. Items for Information

1. End of the Year Enrollment Report.

IX. Future Meetings

Monday, July 9, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, August 13, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Quinnell, seconded by Fossum, the Board adjourned at 7:40 PM.

Noel Stratmoen  
School Board Clerk