

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
August 13, 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 Quinnell, seconded by Maple, minutes of the Regular School Board meeting held on July 9, 2012, were unanimously approved.
- V. Announcements and Recognitions
 - The Minnesota Association of Secondary School Principals (MASSP) recognized Northfield Middle School Principal Jeff Pesta as the 2012 Middle Level Principal of the year for the Southeast Division at the organization's annual conference on June 20th. Pesta will be under consideration to represent more than 1,300 state principals as the Minnesota Principal of the Year. The selection process takes place this fall. During the banquet, Pesta was recognized for 15 years of consecutive service as a principal in Minnesota.
 - Superintendent Richardson acknowledged and thanked staff members for their contribution during Tech Boot Camp in July.
- VI. Item for Discussion and / or Reports
 1. Changes in Principal and Teacher Evaluation.
Superintendent Richardson shared information about the major changes in principal and teacher evaluation that will be occurring over the next two years based on legislative action and pilot models being conducted in Minnesota school districts and refined based on pilot feedback. Dr. Richardson cited four major issues facing the District this next school year: Principal evaluation, teacher evaluation, testing and bullying.
 2. School Funding and Policy Issues Facing the 2013 Legislative Session.
Superintendent Richardson shared thoughts on school funding and policy issues currently being shared with legislative candidates as preparations are underway for the 2013 Legislative session and the first year of the next biennium.
 3. Transformational Technology Update.
Director of Human Resources and Technology Matt Hillmann provided an update on the activities of the last two months: delivery and check-out of iPads, wireless infrastructure in place, and a successful Tech Boot Camp. He spoke about the things that we have learned so far and next steps. He told the Board that he would send to them the handout, "Teacher/Staff iPad Expectations and Procedure Guide", which is given to staff at the time they check-out an iPad.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Resolution Relating to the Election of School Board Members and Calling the School Board Election.
On a motion by Nelson, seconded by Fossum, the Board unanimously approved the Resolution Relating to the Election of School Board Members and Calling the School Board Election. Voting 'yes' was Fossum, Maple, Nelson, Pritchard, Quinnell, Stratmoen and Iverson. No one voted 'no.'

B. Items for Consent Grouping

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

1. Resignation from the Community Services Advisory Council.

The Board accepted the resignation of Mike Herman from the Community Services Advisory Council.

2. Personnel Items.

a. Appointments*

1. Sara Line, Early Childhood Coordinator, 8 hrs./day for 50 weeks/year for Community Services beginning 7/23/12, \$43,652.00/year.
2. Karna Hauck, .2 FTE Long-Term Substitute Art Teacher at High School, beginning 8/28/12 through 6/5/13, MA-12.
3. Katherine Woodstrup, .2 FTE Long-Term Substitute Art Teacher at High School, beginning 8/28/12 through 6/5/13, BA-2.
4. Joni Karl, .4 FTE Math Teacher at High School, beginning 8/28/12 through 6/5/13, MA-0.
5. Elaine Harries, .5 FTE Special Education Resource Room Teacher at the High School/.5 FTE Special Education Teacher at the ALC, beginning 8/28/12, BA-0.
6. Anita Fisher Egge, Volunteer Coordinator at the Middle School for 6.75 hours/week beginning 8/15/12 through 6/4/13, \$13.40/hour.
7. Ian Burrell, Summer 2012 Community Services Recreation position beginning 6/1/12 through 8/31/12.
8. Janet Gannon, Instructional Educational Assistant for 6.5 hrs./day at Middle School ALC beginning 9/4/12, Class II, step 1, \$12.85/hr.
9. Soraya Dangor, Instructional Educational Assistant for 4 hrs./day at Middle School ALC beginning 9/4/12 through 6/4/13, Class II, step 1, \$12.85/hr.
10. Mike Allen, 9th Grade Football Coach beginning 8/13/12 through 10/24/12, Level F, step 10.
11. Paul Bernhard, 9th Grade Assistant Football Coach beginning 8/13/12 through 10/24/12, \$14.00/hour.
12. Andrea Eichmann, PT Assistant Volleyball Coach beginning 8/13/12 through 11/1/12, \$14.00/hour.
13. Dan Meyers, Assistant Football Coach beginning 8/13/12 through 11/24/12, Level E, step 3.
14. Eric Sandberg, Assistant 9th Grade Football coach beginning 8/13/12 through 10/24/12, \$14.00/hour.
15. Laurence Warden, Assistant Boys Soccer Coach beginning 8/13/12 through 11/2/12, \$12.00/hour.
16. Doug Seymour, Assistant Boys Soccer Coach beginning 8/13/12 through 11/2/12, Level F, step 1.
17. Taylor Traeder, Middle School Boys Soccer Coach beginning 8/27/12 through 10/12/12, Level H, step 1.
18. Josh Maus, 8th Grade Football Coach – Hourly, beginning 8/27/12 through 10/12/12, \$12.00/hour.
19. Tyler Faust, 8th Grade Football Coach – Hourly, beginning 8/27/12 through 10/12/12, \$12.00/hour.
20. Joseph Jorgensen, 7th Grade Football Coach – Hourly, beginning 8/27/12 through 10/12/12, \$14.00/hour.
21. Correction - Sarah Klemmensen, 1.0 FTE School Psychologist at Bridgewater Elementary beginning 8/28/12, MA30-6. *(Additional transcripts provided.)*
22. Correction – Briana Bulfer, 1.0 FTE Grade 4 Teacher at Greenvale Park Elementary beginning 8/28/12, BA15-6. *(Additional transcripts provided.)*
23. Community Services Instructors for Fall 2012.
24. Sebastian Bursset, Assistant Girls Soccer Coach at the High School, beginning 8/13/12 - Level F, step 1.
25. Scott Abdella, Assistant Girls Soccer Coach at the High School, beginning 8/13/12 - \$12.00/hour.
26. Justin Wagner, Assistant Volleyball Coach B at the High School, beginning 8/13/12 – Level E, step 1.

- b. Increase/Decrease/Change in Assignment
 1. Jaelyn McKay, High School Read 180 Teacher, transfer to High School Summer School Teacher at Longfellow for 6 hrs./day (Monday-Thursday) beginning 6/8/12 through 7/27/12 (Session 2).
 2. Mary Loven, Early Childhood Family Education Lead Teacher for Community Services for 1610 hours/year, change to Early Childhood Family Education Parent Educator for 5+ hours/week.
 3. Linda Oto, Mentoring Grant Coordinator for Community Services for 52 weeks/year, change to Youth Development Coordinator for 48 weeks/year beginning 7/1/12, \$20.99/hour.
 4. Cheryl Strike, Mentoring Specialist for Community Services for 50 weeks/year, decrease to 36 weeks/year beginning 7/1/12.
 5. Kelle Edwards, Instructional/Special Ed Educational Assistant PCA at Greenvale Park, increase from 6.5 hours/day to 6.75 hours/day beginning 9/4/12.
 6. LaDonna Miller, Instructional/Special Ed/Special Ed Educational Assistant PCA at Greenvale Park, increase from 6.5 hours/day to 7 hours/day beginning 9/4/12.
 7. Amy Pantze, Special Ed Educational Assistant PCA at Greenvale Park, increase from 6.25 hours/day to 6.5 hours/day beginning 9/4/12.
 8. Vicky Shimota, Supervisory/Special Ed Educational Assistant at Greenvale Park, increase from 6.25 hours/day to 6.75 hours/day beginning 9/4/12.
 9. Linda Wilson, Supervisory/Instructional/Special Ed Educational Assistant PCA at Greenvale Park, increase from 6.25 hours/day to 7.25 hours/day beginning 9/4/12.
 10. Mark Ensrud, 1.0 FTE LTS High School Guidance Counselor, change to 1.0 FTE High School Guidance Counselor beginning 8/28/12.
 11. Emileana Graupmann, .6 FTE High School Social Studies Teacher, increase to .8 FTE High School Social Studies Teacher beginning 8/28/12.
 12. Darline Rech, Child Nutrition Associate I at Sibley, decrease job share position from 3.75 hrs./day to 3 hrs./day beginning 8/20/12.
 13. Bonnie Sellers, Child Nutrition Associate I at Sibley, decrease job share position from 3.75 hrs./day to 3 hrs./day beginning 8/20/12.
 14. Sandi Miller, Instructional Educational Assistant at Middle School, increase from 3.75 hrs./day to 6.75 hrs./day and Special Ed Educational Assistant PCA at Middle School, decrease from .8 hrs./day to 0 hrs./day beginning 8/28/12.
 15. Jackie Moon, Special Ed Educational Assistant PCA at Middle School, increase from 5.25 hrs./day to 6.05 hrs./day beginning 8/28/12.
 16. Linda Carey, Special Ed Educational Assistant PCA at Sibley, decrease from 6.75 hrs./day to 6.5 hrs./day beginning 9/4/12.
 17. Mary Boyum, Special Ed Educational Assistant PCA at Sibley for 6.75 hrs./day, increase .20 hrs./day Supervisory Educational Assistant beginning 9/4/12.
 18. Angie Schewe, Hand-in-Hand Preschool Teacher at Longfellow, increase from 22 hrs./week to 40 hrs./week beginning 8/28/12.
 19. Brenda Hand, 1.0 FTE ESL Instructor at Bridgewater, decrease to .8 FTE ESL Instructor/.2 FTE District ESL Coordinator, beginning 8/8/12 through 6/30/13.
 20. Lisa Krueger-Robb, .4 ESL Instructor at High School, increase to .6 FTE ESL Instructor at High School beginning 8/28/12 through 6/5/12.
 21. Michael Hamilton, 1.0 FTE Grade 8 Science Teacher at Middle School, transfer to .8 FTE Grade 6 Teacher/.2 FTE Grade 8 Science Teacher at Middle School beginning 8/28/12.
 22. Kristen Cade, .50 FTE Kindergarten/.50 Title teacher at Bridgewater, change to 1.0 FTE Kindergarten teacher, beginning August 28, 2012 through June 5, 2013.
 23. Carolyn Hogan, .625 FTE Title teacher at Bridgewater, increase to .75 FTE Title teacher, effective August 28, 2012 through June 5, 2013.
- c. Leaves of Absence
 1. Lynn Krominga, FMLA Childcare Leave of Absence beginning on or about 11/30/12 for eight weeks.
 2. Karen Koester, FMLA Leave of Absence beginning 8/28/12 through 10/5/12.
 3. RoseAnn Rossow, Child Nutrition Associate I, unpaid leave of absence beginning 9/4/12 through 10/4/12.

4. Jacqueline Magnuson, FMLA leave beginning August 28, 2012 through November 2, 2012.

d. Resignations

1. Carol Myint, Volunteer Coordinator at the Middle School, resignation at the end of the 2011-12 school year.
2. Troy Maas, Custodian, resignation effective July 26, 2012.
3. Hope Sweet, Ventures Site Assistant, resignation effective August 9, 2012.
4. Elizabeth Stahly, Ventures Site Assistant, resignation effective August 15, 2012.
5. Kyle Smisek, Educational Assistant, resignation effective August 1, 2012.
6. Dorothy Steffens, Special Education Educational Assistant Job Coach at Northfield High School, resignation effective August 10, 2012.

e. The Board approved the following:

- Master Agreement between ISD 659 and the Northfield Principals' Association for the period extending July 1, 2012 through June 30, 2014.
- Personnel Policies and Practices of Non-Union Administrators (Cabinet) for the period extending July 1, 2012 through June 30, 2014.
- Policy covering wages, hours and fringe benefits of Building Nurses for the period extending July 1, 2012 through June 30, 2014.
- Policy covering the employment of nurse assigned to St. Dominic's School for the period extending July 1, 2012 through June 30, 2014.
- Personnel Policies and Practices of Certified Occupational Therapy Assistants/Speech Language Assistant for the period extending July 1, 2012 through June 30, 2014.
- Personnel Policies and Practices of Community Services and Other Coordinators for the period extending July 1, 2012 through June 30, 2014.
- Personnel Policies and Practices of Confidential Employees for the period extending July 1, 2012 through June 30, 2014.

3. Long Term Contract with Northfield Swim Club.

The School Board approved the long term contract with the Northfield Swim Club for the 2012-13 year. It is effective July 1, 2012 through June 30, 2013. This is the seventh year that the Swim Club has received a long term contract for their facility usage for their programs' regularly scheduled practices. The only change in this contract from previous years is that it is inclusive of the entire year July 2012 – June 2013 rather than scheduling the summer practice dates separately.

4. Long Term Contract with Canvas Church.

The School Board approved the long term contract with Canvas Church. This long term contract is the second year for Canvas Church. This contract allows the church's usage of Bridgewater Elementary School through September 2, 2012 and then changes to Northfield High School beginning September 9, 2012. A change this year with the move to the high school is that this year any building and grounds staff can volunteer to work the Sunday morning hours, which will eliminate the heavy work demand on only high school custodians that we have experienced in the past years when Rejoice! Lutheran Church rented the high school.

5. Gift Agreement.

The Board approved the Gift Agreement with Multek Flexible Circuits in the amount of \$2500, which will cover Northfield High School's Olympiad Team's transportation costs for the 2012-2013 school year.

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

**Subject to revision when 2012-14 negotiations are completed.

VIII. Items for Information

1. Filing Dates for Election to the School Board.

The period for filing Affidavits of Candidacy for School Board ends on Tuesday, August 14. The General Election will be held on Tuesday, November 6. At that election four members will be elected for terms of four years each. Five individuals have filed an Affidavit of Candidacy. They are Anne Maple, Ellen Iverson, Noel Stratmoen, Daniel Cupersmith and Rob Hardy.

IX. Future Meetings

Monday, August 27, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, September 10, 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 8:55 PM.

Noel Stratmoen
School Board Clerk