

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

December 10, 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. Maple was absent.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
Middle School teacher Katrina Meehan spoke on behalf of herself and several other Middle School teachers – Earl Weinmann, Jan Ensrud, Amy Allin, Cathy Penning, Rose Turnacliﬀ, Lisa Hovden, Craig Croone and Chris O’Neill – who are all in favor of continuing the seventh grade trip to Eagle Bluff on school days. They are concerned that if the trip were to occur on non-school days, there would be a decline in participation.
- IV. Approval of Minutes
On a motion by Quinnell, seconded by Nelson, minutes of the Regular School Board meeting held on November 26, 2012, were unanimously approved.
- V. Announcements and Recognitions
 - Abby Swanson's 5th grade class at Greenvale Park set a goal to collect new and used toys for the Northfield Community Action Center. They set the goal because at Greenvale Park the mantra for success is: Set a Goal! Persevere! Succeed! In collaboration with the rest of Greenvale Park's Geckos, Ms. Swanson's 5th grade classroom coordinated and collected 358 new and used toys at an estimate of \$5000. They delivered the toys to the Northfield Community Action Center last Friday. Also, Greenvale Park students and staff collected 205 pounds of food for the food shelf.
 - On December 13, TORCH will be featured on MPR's program, "All Things Considered."
 - Improvement in the financial condition of the state will allow the State of Minnesota to begin repaying the shift. Starting this month, the State will begin sending to school districts 82.5% of the amount owed to school districts.
 - The Board welcomed Erin Mayberry, the District's new Director of Community Services.
 - This was Jeff Quinnell's last Board meeting. Superintendent Richardson and several Board members thanked Mr. Quinnell for his service to the District and wished him well in his future endeavors.
 - Board Chair Iverson recognized the custodial staff for their outstanding work during Monday's inclement weather.
- VI. Item for Discussion and / or Reports
 1. Truth-in-Taxation Presentation for the 2012 Payable 2013 Property Tax Levy.
The amount of the proposed final levy for 2013 is \$15,357,473.42 and represents a 1.1% increase from the prior year. Stephanie Shawback, Director of Business Services, reviewed the levy and the current year's final general fund budget as adjusted. No community members addressed the Board following the presentation.
 2. Greenvale Park's and the Area Learning Center's Continuous Improvement Plan Presentations.
Assisting Greenvale Park Principal Dave Craft was Diane Torbenson and Mary McGovern, who spoke about Greenvale Park's improvement plan for reading, Heather Ryden presenting the improvement objective for Math, and Laura Berdahl and Merri Swanson speaking about plans to support Greenvale Park's climate goals.
ALC Director Pat Parlin presented the ALC's student achievement goal of increasing attendance rates of students and increasing the grade point average of all ALC students.
Each building's School Improvement Plan will be posted on the building's home page once all plans have been approved by the Board. Action on the school improvement plans is scheduled for the January 14th meeting.

3. Technology Transformation Task Force Reports.

A representative from each of the District's transformational technology task forces shared a "high level" overview of their efforts this fall. Karleen Sherman spoke about the work of the Apps and Content Task Force; Greg Gelineau, the Policy and Procedure Task Force; Mary Hanson, Professional Development, and Matt Hillmann, Communication. Director of Human Resources and Technology Matt Hillmann concluded the presentation by providing the Board with a timeline for this potential 1:1 tablet computer student initiative for the 2013-14 school year as follows: Community meetings in January, recommendation to the School Board on January 28, followed by Board action in February.

4. Arcadia Charter School Annual Report.

Ryan Krominga, the Director of Arcadia (formerly ARTech), presented Arcadia's 2011-2012 Annual Report. This plan fulfills state requirements for annual reporting as well as the District's request that each charter school authorized by the Northfield Public Schools present an annual report to the School Board. Arcadia is in its ninth year of operation.

Some highlights:

- ❖ 75% of Arcadia's students reside in the Northfield School District. The remaining 25% reside in Cannon Falls, Faribault, Prior Lake, Farmington, Lakeville, Kenyon, Nerstrand, Owatonna and Montgomery-Lonsdale.
- ❖ Current enrollment is 118 students in grades 6 – 12. Arcadia's cap is 126 students.
- ❖ Current academic goals focus on Math and Reading. Teams meet weekly through the year for curriculum planning and Q Comp focused staff development.
- ❖ One of the big changes this year is the school's new name. There has always been confusion with the name and the Board wanted to rebrand the school with a name that could be defined by the program and the community, but wouldn't need to be explained the way ARTech has been.

5. Initial Thoughts on School Calendar – 2013-2014 and Beyond.

Superintendent Richardson presented some initial thoughts on future calendars that would be more balanced. The focus of the balanced calendar would be to align instructional periods, reduce shortened weeks and holiday interruptions, and increase instructional days prior to high stakes assessments to aid retention of learning and reduce re-teaching and review. Calendars would feature a mid August start, end of the first semester prior to winter break and end of school year before Memorial Day. Balanced breaks would be provided in the fall, winter and spring. These changes would provide 7 to 10 days of additional instruction prior to high stakes MCA, GRAD and AP testing. These modifications would require an application to the Minnesota Department of Education, three public hearings, formal state approval, as well as significant dialogue and information meetings with staff and parents.

6. Seventh Grade Eagle Bluff Trip for 2013-2014.

Middle School Principal Jeff Pesta and Community Services Director Erin Mayberry shared the ongoing positive and negative aspects of the current Seventh Grade Eagle Bluff trip and provided a potential approach that would address the current enrollment and participation concerns while maintaining the opportunity for all interested students to participate in a quality outdoor education experience during their middle school years. Board members were asked to identify questions and concerns, which will be addressed by administrators with specific options for the Board to consider at the January 14th Board meeting.

On a motion by Pritchard, seconded by Nelson, the Board unanimously approved continuing the meeting past 10 pm.

VII. Superintendent's Report

A. Items for Individual Action

1. Certify Final 2012 Payable 2013 Tax Levy.

On a motion by Nelson, seconded by Stratmoen, the Board unanimously certified to County Auditors the 2012 Payable 2013 Final Certified Net Tax Levy in the amount of \$15,357,473.42.

2. Fiscal Year 2012-2013 General Fund Budget Amendment.

On a motion by Pritchard, seconded by Quinnell, the Board unanimously approved the revised 2012-13 general fund budget of revenues of \$40,859,982 and expenditures of \$40,423,359.

3. Internal Revenue Service, Post-Issuance Compliance Procedures.

On a motion by Stratmoen, seconded by Fossum, the Board unanimously adopted the Post-Issuance Compliance Procedures that outline compliance with the federal tax requirements of post-issuance of long term debt.

B. Items for Consent Grouping

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

1. Personnel Items.

a. Appointments*

1. Sandra Anderson, Long-Term Substitute Early Childhood Special Education Teacher at Longfellow beginning 12/5/12 through 2/27/13.
2. Co-Curricular assignments for December.
3. Dan Dupay, Boys Swim/Dive Assistant Coach at High School beginning 11/26/12 through 3/2/13, Level E, step 1 (split position).
4. Heather Ims, 6th Grade Basketball Coach at Middle School beginning 1/2/13 through 2/21/13, Level K, step 3.

b. Increase/Decrease/Change in Assignment

1. Kimberly Tousignant, Educational Assistant at Middle School, additional 2-10 hrs./week as Building Supervisor for Community Services, \$13.88/hr.
2. Tasha Jasper, Educational Assistant PCA for 3.25 hrs./day at Sibley, transfer to Educational Assistant PCA for 6.75 hrs./day/Supervisory Educational Assistant .20 hrs./day at Sibley beginning 12/3/12.
3. Susan Leidner, Educational Assistant PCA/ Supervisory at Sibley, change to Educational Assistant PCA for 5.5 hrs./day at Sibley beginning 12/3/12.
4. Julie Erickson, Early Ventures Site Assistant at Longfellow for 35 hrs./week, increase to 40 hrs./week beginning 1/2/13.
5. Debbie Foley, Early Ventures Site Assistant at Longfellow for 26 hrs./week, increase to 27.5 hrs./week beginning 1/2/13.
6. Angela Frawley, Early Ventures Site Assistant at Longfellow for 34.5 hrs./week, increase to 40 hrs./week beginning 1/2/13.
7. Brianna Spittle, Early Ventures Site Assistant at Longfellow for 33.5 hrs./week, increase to 40 hrs./week beginning 1/2/13.
8. Tammie Warner, Early Ventures Site Assistant at Longfellow for 31.5 hrs./week, increase to 39.5 hrs./week beginning 1/2/13.
9. Linda Wasner, .20 Supervisory/6.75 Special Ed Educational Assistant PCA at Sibley, transfer to 6.75 hrs./day Special Ed Educational Assistant PCA at High School beginning 12/3/12.
10. John Mahal, Special Education Teacher at High School, transfer to TOSA – Temporary Dean of Students at the Middle School/High School beginning 12/4/12 through 12/21/12.
11. Laurie Prior, Office Specialist at District Office, transfer to Accounting Generalist beginning 12/11/12.
12. Marilyn Neuville, English/Language Arts Teacher at Middle School, additional MS Assistant Speech Coach, 2 hrs./day beginning 12/7/12, Level L, step 1.
13. Angela Sletten, Instructional Educational Assistant at High School, additional 1 hrs./week Special Ed Educational Assistant at High School beginning 12/5/12 through 3/6/13, Class III, step 2, \$13.67/hr.
14. Amanda Story, Special Ed Educational Assistant PCA at Middle School, transfer to Special Ed Educational Assistant PCA at Longfellow for 3.25 hrs./day (Mon. & Fri.) and 3.75 hrs./day (Wed.) beginning 12/10/12 through 6/4/13, Class IV, step 4, \$14.40/hr.
15. Corrin Schmidtke, KidVentures Student Site Assistant, transfer to KidVentures Substitute at all buildings beginning 12/6/12.

- c. Additional:
The Board approved the 2012-13 Teacher Seniority List and the 2012-13 Principals /Assistant Principals Seniority List.

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

VIII. Items for Information

- 1. Enrollment Report – December 2012.

IX. Future Meetings

Monday, January 14, 2013, 7:00 PM, Organizational School Board Meeting, Northfield High School Media Center
Monday, January 14, 2013, immediately following Organizational School Board Meeting, Regular School Board Meeting,
Northfield High School Media Center
Monday, January 28, 2013, Regular School Board Meeting, Northfield High School Media Center

- X. On a motion by Quinnell, seconded by Fossum, the Board adjourned at 10:50 PM.

Noel Stratmoen
School Board Clerk