

School Board Minutes

School Board Minutes

May 28, 2013

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
Rich Falck representing the Northfield Lacrosse Association spoke in support of the Activities Advisory Committee's recommendation to add boys and girls Lacrosse beginning with the 2013-2014 school year.
- IV. Approval of Minutes
On a motion by Nelson, seconded by Maple, the minutes of the Regular School Board meeting held on May 13, 2013, were unanimously approved.
- V. Announcements and Recognitions
 - The Eat, Talk, Connect! Team announced the 2013 Grand Prize Winners! Over 500 Rice County families participated in the program. In Northfield, the Menssen family from Sibley Elementary School won a collection of gift certificates from local businesses.
 - Jess Martin, a fifth grader at Greenvale Park, received an award on Memorial Day in Brooklyn Center. Jess and her stock market peers were asked to write about an investment opportunity for a national essay contest. Jess won first place in the Minnesota division and received national honors. Her plaque will be displayed in the entryway at Greenvale Park.
 - The Community Action Center recently received a *College Ready* grant in the amount of \$126,345 from Great Lakes Higher Education Guaranty Corporation to support TORCH.
 - Board member Anne Maple praised the work of High School teacher Sarah Swan McDonald and the students who displayed their service learning projects last week.
 - Board member Julie Pritchard attended the Mock Crash on May 24 and thanked the following: the 7 different law enforcement agencies, Healthy Community Initiative, Officer Thad Monroe, Benson and Langehough and Bierman Funeral Homes, Roger Fette, Chris Matek, the High School administration and custodial staff and the victims in the vehicles – Alex and Seth Hanson, Megan Christophersen, Jake, Tony and Cheryl Mathison and Steven Pfahning. Also, thank you to High School Special Education teacher Lisa Weis and her sister Kim Gaslin who told an incredibly powerful and emotional story about Kim's accident involving a drunk driver and how it changed the course of her life forever.
 - KARE 11 visited NHS on May 17 and will be featuring Jennifer Lompart's class as they rehearsed for the Latino Play Festival, which was held on May 23.
- VI. Items for Discussion and / or Reports
 1. Professional Learning Communities Presentation – Northfield Middle School.
Middle School Principal Jeff Pesta introduced a DVD produced by Amy Sieve featuring two Middle School PLCs – 7th grade Social Science (Earl Weinmann and Lisa Hovden) and the Music Department (Paul Beck, Ethan Freier, and Cathy Penning). The Social Science team's SMART goal was to create assessments that are skill-based rather than knowledge-based. The DVD showed Mr. Weinmann and Ms. Hovden planning instructional strategies and then showed how those strategies were successfully carried out. At the conclusion of the presentation, Mr. Weinmann presented the Board with "The Student Bill of Rights" created by the seventh graders in his sections as an example of their work.
Finding two apps to teach music was the Music Department's SMART goal. Again, the DVD focused on how the Music team is using the iPad to provide instruction and then offered a chance for the Board to see the use of apps on the iPad with Middle School students.

2. District Educational Program Advisory Committee (DEPAC) Goals for 2013-2014.

Kyle Wilkomm and Helena Kaufman, representing 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 that were then shared with the Board.

Assessment Goals:

- We will partner with community agencies that serve students by providing meaningful data support, emphasizing key transitions young people make on the 'cradle to career' continuum.
- Students, teachers and parents will collaborate by using a broad range of student information to select individual approaches for personal growth, aligned with student strengths and challenges.

Teaching and Learning Goals:

- The District will continue implementation of a system of academic and behavioral interventions (RtI) at the elementary level, and begin implementing that system at the secondary level in 2013-14.
- The District will implement consistent standards-based grading strategies and procedures at the elementary level, and continue studying standards based grading at the secondary level during 2013-14.
- The District will provide curricular and staff development support in the implementation of the tablet initiative using the Substitution, Augmentation, Modification and Redefinition (SAMR) model.

Student Support Services:

- The District will establish specific behavioral expectations, train staff, and teach pro-social behaviors to all students that promote respect, responsibility and self-regulation.
- The District will foster school connectedness among students, families and staff, promoting mutual respect and enhancing emotional health.

3. 2013-2014 General Fund Budget.

The General Fund budget was presented by Val Mertesdorf, Director of Finance. The General Fund is used to account for all of the District's revenues and expenditures that don't fall into another specified fund. Included in the Board presentation was the assumptions and parameters for revenues and expenditures used for development of this budget. No action is required on the budget until June 10, 2013.

4. School Board Work Session Relating to Student Learning.

At the May 13th School Board meeting the Board passed a motion to include a discussion item on the May 28th meeting agenda "to develop the focus of and set a date for a work session where the Board could reflect on issues related to student learning arising from the community calendar conversations." Board Chair Ellen Iverson began the discussion by suggesting that the Board first set a date for the work session. It was decided to hold the work session after the conclusion of the July 8th regular Board meeting.

Board member Pritchard then suggested that the Board take action to bring closure to the calendar discussions before talking about the focus of the July 8th work session. On a motion by Pritchard, seconded by Fossum, the Board unanimously approved adding "developing a traditional calendar for 2014-2015" as action item #2 under the Superintendent's Report, Items for Individual Action.

Board members Fossum and Hardy expressed reservations about the need for a work session, but at the conclusion of the discussion the consensus was that the focus of the work session would be on gaining a deeper understanding of the achievement gap and summer slide.

VII. Superintendent's Report

A. Items for Individual Action

1. Activities Advisory Committee Recommendations.

On a motion by Nelson, seconded by Pritchard, the Board approved the Activities Advisory Committee's recommendation to add the sport of Lacrosse (Boys Lacrosse and Girls Lacrosse with JV and Varsity levels for each gender) beginning with the 2013-2014 school year.

On a motion by Fossum, seconded by Maple, the Board approved the Activities Advisory Committee's recommendation to discontinue the Middle School Intramural Basketball Program (grades 6-8, boys and girls) beginning with the 2013-2014 school year.

2. 2014-2015 School Year Calendar.

On a motion by Fossum, seconded by Nelson, the Board unanimously approved directing the administration and the meet and confer committee to develop a traditional calendar for the 2014-2015 school year.

B. Items for Consent Grouping

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

1. Grant Request.

The Board approved an Early Ventures grant request to the Southern Minnesota Initiative Foundation (SMIF) for \$5200. If this grant is received it would be used to purchase two (valued at \$2600 each) early childhood kid-friendly early learning computer stations with science, math, reading and literacy-focused software.

2. Seventh Grade Overnight Trip to Eagle Bluff – August 21-23, 2013.

The Board approved the 7th grade environmental education overnight experience to Eagle Bluff ELC in Lanesboro from August 21 – 23, 2013.

3. Middle School Overnight Student Field Trip Request for 2013-2014.

The Board approved the annual SCOPE trip to Missouri to visit sites connected with the James Younger Gang. This trip will take place June 7 and 8, 2014.

4. Tentative High School Overnight Trips Planned for 2013-2014.

The Board approved the tentative overnight field trips listed for the 2013-14 school year on a memorandum from High School Principal Joel Leer dated May 2013.

5. Co-Curricular Overnight Trips for the 2013-2013 School Year.

The Board approved the list of co-curricular overnight trips for the 2013-14 school year as provided by Activities Coordinator Tom Graupmann in a memo dated May 16, 2013.

6. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4.

The Board granted permission to the sponsors of the July 4th fireworks display to use the green space between Northfield Middle School and Bridgewater Elementary School for the fireworks display and waived the ban of fireworks on School District property.

7. Personnel Items.

a. Appointments*

1. Amy Allin, Eagle Bluff Coordinator for Community Services beginning 5/8/2013 through 9/15/2013, \$1500 stipend.
2. Leif Bade, Summer Maintenance Worker for Building & Grounds beginning 6/4/2013, \$9.75/hour.
3. Amy Franklin, Instructional Education Assistant at Greenvale Park Elementary, 3 days/week beginning 5/15/2013 through 6/4/2013, Class II, Step 1, \$12.85/hour.

4. Linda Goozen, ESY PCA at Longfellow for 3.5 hours/day for 16 days beginning 6/26/2013 through 7/25/2013, Class IV, Step 1, \$13.26/hour.
 5. Candace Hard, Eagle Bluff Chaperone for Community Services beginning 8/21/2013 through 8/23/2013, \$500 Stipend.
 6. Craig Johnson, Eagle Bluff Chaperone for Community Services beginning 8/21/2013 through 8/23/2013, \$500 Stipend.
 7. Andi Matre, Instructional Education Assistant at Greenvale Park Elementary, 2 days/week beginning 5/16/2013 through 6/4/2013, Class II, Step 1, \$12.85/hour.
 8. Katrina Meehan, Eagle Bluff Chaperone for Community Services beginning 8/21/2013 through 8/23/2013, \$500 Stipend.
 9. Melvin Miller, Community Services Summer Recreation Softball Umpire for 4-5 hours/day, 16-20 days, beginning 5/2013 through 8/2013, \$13.25/hour.
 10. Michael Miller, ESY PCA at Longfellow for 3.5 hours/day beginning 6/26/2013 through 7/25/2013, Class IV, Step 1, \$13.26/hour.
 11. Cassandra Paulsen, Community Services WSI/Lifeguard & Summer Program Substitute, beginning 5/21/2013 through 8/2013, \$10.75/hour.
 12. Steven Pfhaning, Community Services Summer Lifeguard beginning 5/21/2013 through 8/2013, \$8.25/hour.
 13. Lori Rossmiller, .8 FTE Spanish Teacher at the High School beginning 8/26/2013, MA-9.
 14. Ellen Windschitl, Community Services Summer Intern beginning 5/21/2013 through 8/2013, for 5 days/40 hours/week, \$13.08/hour.
 15. Diana Wokson, ESY PCA at Longfellow for 3.5 hours/day beginning 6/26/2013 through 7/25/2013, Class IV, Step 1, \$13.26/hour.
 16. Savannah Bird, Summer PLUS Site Assistant at the Middle School beginning 6/13/2013 through 7/25/2013, Monday-Thursday, for 5 hours/day (10-3:00 p.m.), Step 1 - \$11.14/hour.
 17. Savannah Dimick, Community Services Summer Recreation Track & Super Kids beginning 5/30/2013 through 8/31/2013, \$7.50/hour.
 18. Matthew Dueffert, Summer PLUS Site Assistant at the Middle School beginning 6/13/2013 through 7/25/2013, Monday-Thursday for 5 hours/day (10-3:00 p.m.), Step 3 - \$11.73/hour.
 19. Bailey DuPay, Community Services Summer Recreation Lifeguard beginning 5/28/2013 through 8/31/2013, \$8.00/hour.
 20. Eric McDonald, High School Summer School Teacher-BWCA Trip beginning 6/10/2013 through 6/14/2013 for 40 hours, \$110/day for 5 days.
 21. Diane Nagy, .65 FTE Reading & Math Support at Bridgewater Elementary beginning 8/26/2013 through 6/6/2014, MA-7.
 22. Lindsay Schacht, Summer PLUS Site Assistant at the Middle School beginning 6/13/2013 through 7/25/2013, Monday-Thursday for 5 hours/day (10-3:00 p.m.), Step 1 - \$11.14/hour.
 23. Claire Walters, Community Services Summer Recreation Water Safety Instructor beginning 5/28/2013 through 8/31/2013, \$10.00/hour.
- b. Increase/Decrease/Change in Assignment
1. Carolyn Duba, School Psychologist/ECSE Team Leader at Longfellow, change to School Psychologist at the High School beginning 8/26/2013.
 2. Jacque Ims, School Psychologist at the High School, change to School Psychologist at Greenvale Park Elementary, beginning 8/26/2013.
 3. Jessica Jessen, 1.0 FTE Kindergarten Teacher at Greenvale Park, change to 1.0 FTE 1st Grade Teacher at Greenvale Park, beginning 8/26/2013.
 4. Melissa Larsen, School Social Worker at Bridgewater Elementary, change to School Social Worker at Greenvale Park Elementary, beginning 8/26/2013.
 5. Ashley Northrup, School Psychologist at Greenvale Park Elementary, change to School Psychologist/ECSE Team Leader at Longfellow, beginning 7/1/2013.
 6. Patsy Ophaug, Special Education Instructor at Bridgewater Elementary, change to Special Education Instructor at the Middle School, beginning 8/26/2013.

7. Stephani Parlin, Special Education Instructor (NB) at the High School, change to Special Education Instructor (EBD/NB) at Greenvale Park Elementary, beginning 8/26/2013.
8. Lori Peterson, Special Education Instructor (EBD) at Greenvale Park Elementary, change to Special Education Instructor (EBD) at Sibley Elementary, beginning 8/26/2013.
9. Steven Taggart, 1.0 FTE Industrial Technology Teacher at the High School, change to .2 FTE Industrial Technology teacher at the High School, in addition to .8 FTE at the Middle School beginning 8/26/2013.
10. Jamie Wiebe, Long-Term Substitute School Social Worker at Greenvale Park Elementary, change to Long-Term Substitute School Social Worker at Bridgewater Elementary, beginning 8/26/2013.
11. Stephanie Mahal, ESY Occupational Therapist at Longfellow/High School beginning 6/26/2013 through 8/30/2013.
12. Katie Auge, ESY ECSE Teacher at Longfellow beginning 6/26/2013 through 7/25/2013.
13. Anne Balluff, ESY Homebound Teacher at Longfellow/High School beginning 6/26/2013 through 8/30/2013.
14. Ann Dybvik, ESY Pre-School ASD Teacher at Longfellow beginning 6/26/2013 through 7/25/2013.
15. Elaine Harries, ESY DCD Teacher at the High School beginning 6/26/2013 through 7/25/2013.
16. Debra Herman, ESY DCD Teacher at Longfellow beginning 6/17/2013 through 7/25/2013.
17. Joseph Jorgensen, ESY Work-Based Learning teacher at the High School beginning 6/26/2013 through 7/25/2013.
18. Laurie Larson, ESY Physical Therapist at Longfellow/High School beginning 6/26/2013 through 8/30/2013.
19. Lori Peterson, ESY Kindergarten Teacher at Longfellow beginning 6/26/2013 through 7/25/2013.
20. Kim Rohr, ESY Elementary ASD Teacher at Longfellow beginning 6/26/2013 through 7/25/2013.
21. John Schnorr, ESY Speech Pathologist at Longfellow/High School beginning 6/26/2013 through 8/30/2013.
22. Debra Seitz, ESY Multi-License Teacher at Longfellow beginning 6/26/2013 through 7/25/2013.
23. Lydia Tilstra, ESY DCD Teacher at Longfellow beginning 6/26/2013 through 7/25/2013.
24. Bridges to Kindergarten support beginning 7/25/2013 through 8/25/2013:
 - Katie Auge, B2K Teacher at Greenvale Park Elementary
 - Kristen Cade, B2K Teacher at Bridgewater Elementary
 - Stephanie Hagburg, B2K Teacher at Greenvale Park Elementary
 - Gretchen Heil, B2K Teacher at Sibley Elementary
 - Darren Lofquist, B2K Teacher at Bridgewater, Greenvale Park and Sibley Elementary
 - Patricia Rogne, B2K Teacher at Sibley Elementary
 - Angie Schewe, B2K Teacher at Bridgewater Elementary
 - Amanda Schrader, ELL B2K Teacher at Sibley, Bridgewater and Greenvale Park Elementary
 - Lahna Tran, B2K Teacher at Bridgewater Elementary
25. Extended School Year (ESY) PCA Positions at Longfellow, beginning 6/26/2013 through 7/25/2013: Janet Amundson, Mary Boyum, Shari Bridley, Teresa Findlay, Marilyn Frey, Cindy Huschle, Shelly Kruger, Jacqueline Meyer, Jackie Moon, Lauren Murtha, Darla Neufeldt, Deb Pack, Amy Pantze, Laurel Sargent., Tammy Schwagerl, Paggy Sheehy, Angie Sletten, Amanda Story, Pamela Swanson (Hanson) and Corina Zick.

26. Amy Anderson, Educational Assistant at Longfellow, working as Summer PLUS Site Assistant at Middle School beginning, 6/13/2013 through 7/25/2013, Monday-Thursday for 5 hours/day (10-3:00 p.m.)
 27. Allyson Bernsdorf, Educational Assistant PCA for 7.0 hours/day at Bridgewater, working as EA-PCA LI Room 6.75 hours/day, Supervisory .25 hours/day at Sibley Elementary beginning 6/3/2013.
 28. Renee Burnham, ALC English Teacher at Longfellow, working as High School Summer School Teacher at Longfellow, beginning 6/10/2013 through 7/18/2013, Monday-Thursday for 24 hours/week (8-2:00 p.m.)
 29. Kathy Clark, High School Office Generalist for 7.5 hours/day, 174 work days/year, change to HS Guidance Office Specialist 6.5 hours/day, 206 work days/year, beginning 6/6/2013.
 30. Christa Danielson, Elementary Teacher at Bridgewater, working as Summer PLUS Program Teacher at the Middle School, beginning 6/13/2013 through 7/25/2013, Monday-Thursday for 3 hours/day.
 31. Jeanne Mahoney-Hanzlik, Science Teacher at the High School, working as High School Summer School Teacher at Longfellow, beginning 6/10/2013 through 7/18/2013, Monday-Thursday for 24 hours/week (8-2:00 p.m.)
 32. Cheryl Mathison, ALC Small Business Teacher at Longfellow, working as High School Summer School Teacher-BWCA Trip beginning 6/10/2013 through 6/14/2013 for 8 hours/day (40 hours).
 33. Lauren Murtha, Personal Care Assistant-EBD at the Middle School 9/2013 through 6/4/2013, change to Personal Care Assistant-EBD at the Middle School for 6.75 hours/day on ongoing time basis.
 34. Arlette Nelson, Manager/Head Cook at Bridgewater, working as Summer PLUS Site Assistant at the Middle School, beginning 6/13/2013 through 7/25/2013, Monday-Thursday for 5 hours/day (10-3:00 p.m.)
 35. Allison Otte, Elementary Teacher at Sibley, working as Summer PLUS Program Teacher at the Middle School, beginning 6/13/2013 through 7/25/2013, Monday-Thursday for 3 hours/day.
 36. Brittany Rathbun, Elementary Teacher at Bridgewater, working as Summer PLUS Program Teacher at the Middle School, beginning 6/13/2013 through 7/25/2013, Monday-Thursday for 3 hours/day.
 37. Amanda Schrader, EL Teacher at Sibley, working as Summer PLUS Program Teacher at the Middle School, beginning 6/13/2013 through 7/25/2013, Monday-Thursday for 3 hours/day.
 38. Darcy Seurer, ALC Social Studies Teacher at Longfellow, working as High School Summer School Teacher at Longfellow, beginning 6/10/2013 through 7/18/2013, Monday-Thursday for 24 hours/week (8-2:00 p.m.).
 39. Dana Sonnicksen, EL Teacher at Greenvale Park, working as Summer PLUS Program Teacher at the Middle School, beginning 6/13/2013 through 7/25/2013, Monday-Thursday for 3 hours/day.
 40. Carina Zick, Supervisory EA Greeter at Greenvale Park for 7 hours/day, change to EA-PCA, DCD Room for 6.5 hours/day & Supervisory for .17 hours/day at Sibley Elementary (6.67 hours/day), beginning 6/3/2013.
- c. Leave of Absence
1. **Correction:** Kevin Dahle, Leave of Absence beginning February 21, 2014 through the end of the 2013-14 school year. (change from February 1, 2014)
- d. Retirement/Resignations
1. Karen Bublitz, ECFE Education Assistant, retirement effective May 24, 2013.
 2. Jessica Chrisman, Middle School Instructional EA, resignation effective May 22, 2013.
 3. Colleen DeWall, Special Education PCA, resignation effective the end of the 2012-13 school year.

4. Kelli Hohm, Educational Assistant at Bridgewater Elementary, resignation effective the end of the 2012-13 school year.
5. Adam Murphy, High School Assistant Wrestling Coach, resignation effective May 21, 2013.
6. Melissa Taucher, Early Childhood Special Education Instructor, resignation effective May 21, 2013.
7. Nate Basinger, Boys JV Soccer Coach at the High School, resignation effective 5/25/2013.
8. Jerome Jarvis, Custodial Engineer at Longfellow, resignation effective 6/7/2013.

e. Advancement of Licensed Staff to Tenure Status 2013-14

Paul Bernhard, Brittany Rathbun, Linda Temple, Jerry Johnson, Briana Bulfer, Jaclyn McKay, Diane Nagy, Lori Rossmiller, Annie Oftedahl, Stephanie Mahal, Sarah Klemmensen, Sarah Van den Akker, Jane Dolan

Advancement of Licensed Staff to Third Year Probationary Status

Jamie Wiebe, Tina Holum, Eric Sandberg, Stephani Parlin, Karleen Sherman, Claiborne Day

Advancement of Licensed Staff to Second Year Probationary Status

Elaine Harries, Hope Langston, Wendy Shampine, Natalie Czech, Jessica Jessen, Dana Sonnicksen, Ann Burkhardt, Lily Trelstad, Scott Stanina, Joni Karl, Kimberly Milne, Joseph Jorgensen, Rachael Heisterkamp, Annette Cerreta, Michelle Gaertner

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

VIII. Items for Information

1. Area Learning Center Graduation – Wednesday, May 29, 1:00 PM, Longfellow Gymnasium.
2. High School Graduation – Sunday, June 2, 2:00 PM – Memorial Field.
3. July 2013 – June 2014 School Board Meeting Schedule.
4. Presentation on Legislative Session at June 10, 2013, regular School Board meeting.

IX. Future Meetings

Monday, June 10, 2013, Regular School Board Meeting, Northfield High School Media Center
Monday, July 8, 2013, Regular School Board Meeting, Northfield High School Media Center

- X. On a motion by Maple, seconded by Fossum, the Board adjourned to a closed negotiations strategy session at 9:10 PM. The Closed Negotiations Strategy Session convened at 9:15 PM and adjourned at 10:30 PM.

Noel Stratmoen
School Board Clerk