

School Board Minutes

School Board Minutes

July 8, 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. No one was absent.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
There was none.
- IV. Approval of Minutes
On a motion by Pritchard, seconded by Hardy, the minutes of the Regular School Board meeting held on June 30, 2013, were unanimously approved.
- V. Announcements and Recognitions
 - Kristin Everson Cade and Dr. Jennifer Albers presented to the School Board a check for \$400 from the Class of 1987 to be used for the Angel Fund. This money was collected at their 25th class reunion last year.
 - Senator Franken specifically mentioned the TORCH program during a recent statement on immigration reform that he delivered on the U.S. Senate floor.
 - Five Northfield High School swimmers and divers from last year achieved All-American status. These swimmers became All-Americans in the 200 Free Style Relay: Grete Baker, Claire Walters, Emily Lundstrom, and Emily Anderson. And Bailey DuPay is an All-American diver. The Head Girls Swimming and Diving Coach is Deb Seitz.
- VI. Items for Discussion and / or Reports
 1. iPad Loan Agreement.
Director of Administrative Services Matt Hillmann updated the Board on the Transformational Technology project and shared the text of the iPad Loan Agreement that will be used to guide the appropriate use of the technology beginning this fall.
- VII. Superintendent's Report
 - A. Item for Individual Action
 1. Resolution Regarding Christopher Columbus Day.
On a motion by Nelson, seconded by Stratmoen, the Board unanimously approved the following Resolution Regarding Columbus Day.
WHEREAS, Minnesota Statutes, Section 645.44, Subdivision 5, and Minnesota Statutes, 120A.42 gives the district an option of determining whether Christopher Columbus Day shall be a holiday, then
BE IT RESOLVED, that Christopher Columbus Day on October 14, 2013, shall not be a holiday.
Voting 'yes' was Fossum, Maple, Nelson, Pritchard, Hardy, Stratmoen and Iverson. No one voted 'no.'
 - B. Items for Consent Grouping
On a motion by Maple, seconded by Nelson, the Board unanimously approved the following items listed under the Consent Grouping.
 1. Fiscal Year Organizational Actions.
The following financial organizational issues were approved.
 - a) Authorized the Director of Administrative Services and the Director of Finance to invest surplus district funds in accordance with applicable laws and with the district's Investment Policy, Policy 705, for fiscal year 2013-2014.
 - b) Designated Wells Fargo Bank, N.A., PMA/Associated Bank, Frandsen Bank & Trust Dundas, U.S. Bank Minnesota and the Minnesota School District Liquid Asset Fund as official bank depositories provided they maintain adequate pledged collateral as required by law per district procedures to Policy 705 - Investments, for fiscal year 2013-2014.

- c) Authorized the Director of Administrative Services and the Director of Finance to make appropriate wire transfers to and from district depository accounts for fiscal year 2013-2014.
2. Memberships for 2013-2014.

Memberships in the groups listed below were renewed for the 2013-2014 school year.

 - a. Minnesota State High School League.
 - b. Minnesota Association of School Administrators.
 - c. Schools for Equity in Education.
 - d. Southeast Service Cooperative.
 - e. Region V Computer Services Cooperative.
 - f. Rice County Family Services Collaborative.
 - g. Minnesota School Boards Association.
 - h. Healthy Community Initiative.
3. School Board Policy 807 – Health and Safety.

The Board approved Policy 807 – Health and Safety, which the Board approved on May 29, 2012. Even though there were no changes to the policy, the School Board was still required to review and approve it.
4. Gift Agreements.

The Board accepted the following gifts:

 - An \$18,189 gift from the Northfield Booster Club to be used for purchases outlined in the gift agreement. Note that during the 2012-2013 school year, the Northfield Booster Club donated an additional \$14,803 to be used towards fee waivers.
 - A \$2500 gift from the Longfellow Parent Advisory Council to be used for technology purchases.
 - A \$2050 gift from the ECFE Parent Advisory Council to be used for technology purchases.
5. Student Activity Account – Dance Team.

The Board approved designating up to \$2,000 from the Dance Team’s student activity account to pay for a JV assistant coach. The rate of pay will be \$12 per hour. The Dance Team intentionally fundraised so that this coach could be secured.
6. Long Term Contract with Canvas Church.

The School Board approved the long term contract with Canvas Church. This long term contract is the third year for Canvas Church, which moved from Bridgewater Elementary School to Northfield High School last September. This contract is for the time period July 1, 2013 to June 30, 2014.
7. Contract with the Center for Sports Medicine and Rehabilitation.

The two-year contract (school years 2013-2014 and 2014-2015) with the Center for Sports Medicine and Rehabilitation (CSMR) to provide athletic training services to Northfield High School student athletes was approved. The amount, \$17,410.46, does reflect a \$720 increase over the previous contract. The increase is based on the CSMR covering their employee costs for providing service and the addition of Lacrosse.
8. Personnel Items.
 - a. Appointments*
 1. Sara Anderson, 1.0 FTE Companeros Teacher at Bridgewater Elem. beginning 8/26/2013 - BA15, Step 1.
 2. Stephanie Balvin, Summer Weight Room Coach at the High School beginning 6/11/2013 - \$16.75/hour.
 3. Sidney Beaumaster, CS Summer Recreation Water Safety Instructor beginning 6/17/2013-8/31/2013 - \$10.50/hour.
 4. Jamie Dop, ECSE Birth-5 Teacher at Longfellow/Special Educ. beginning 7/1/2013 – BA, Step 2.

5. Shannan Goettl, Dance Team Assistant Coach-JV at the High School beginning 10/21/2013-2/15/2014 – Level F, Step 1.
 6. Mike Humann, Building & Grounds Long Term Substitute Custodian beginning 6/10/2013 through Early Fall - \$14.31/hour 2012-13; \$14.45/hour 2013-14.
 7. Alyse Lindholm, 1.0 FTE LTS Primary Classroom Teacher, Grade 2 at Greenvale Park beginning 8/26/2013-6/6/2014 – BA, Step 1.
 8. Tiffany Malecha, .5 FTE Kindergarten Teacher at Greenvale Park beginning 8/26/2013 – BA, Step 0.
 9. Bob Matthies, Building & Grounds Long Term Substitute Custodian beginning 6/10/2013 through Early Fall - \$14.31/hour 2012-13; \$14.45/hour 2013-14.
 10. Grady McGovern, Summer Weight Room Coach at the High School beginning 6/11/2013 - \$16.75/hour.
 11. Adam Nystuen, Community Services Summer Recreation Swimming Aide and Lifeguard beginning 6/17/2013-8/31/2013 - \$8.25/hour.
 12. Heidi Muller Peterson, correction to .4 FTE Life Science Teacher at the Middle School beginning 8/26/2013 – BA45, Step 7.
 13. Elizabeth Ryan, .5 FTE Read 180 Teacher at Greenvale Park beginning 8/26/2013-6/6/2014 – BA, Step 1.
 14. Derrick Skoglund, Assistant Boys Soccer Coach at the High School beginning 8/12/2013-10/31/2013 – Level F, Step 1.
 15. Nancy Sparby, Office Generalist at the High School beginning 9/3/2013 – Class II, Step 1, \$15.56/hour.
 16. Mark Thornton, Summer Weight Room Coach at the High School beginning 6/17/2013-8/9/2013, \$16.75/hour.
 17. Justin Wagner, Assistant Volleyball Coach-JV at the High School beginning 8/12/2013-11/9/2013, Level E, Step 1.
 18. Alyssa Weber, Summer Ventures Site Assistant at Greenvale Park/Community Services beginning 6/17/2013-8/23/2013 for 6.25 hours/day Mon.-Thursday - \$11.14/hour.
 19. Mark Woitalla, Summer Weight Room Coach at the High School beginning 6/11/2013-8/9/2013 - \$16.75/hour.
 20. Ethan Nelson, CS Summer Recreation Soccer Coach beginning 7/1/2013-8/31/2013, \$7.50/hour.
 21. Rachel Turbeville, Dance Team Assistant Coach-JV at the High School beginning 10/21/2013-2/15/2014, \$12.00/hour, from dance team fundraising.
- b. Increase/Decrease/Change in Assignment
1. Ryan Abdella, CS Tennis Instructor beginning 6/5/2013-8/31/2013 - \$7.50/hour, add Junior Team Tennis - \$10.00/hour.
 2. Scott Abdella, CS Tennis Instructor beginning 6/3/2013-8/31/2013 - \$7.50/hour, change to Junior Team Tennis at \$9.00/hour.
 3. Amy Allin, Science Teacher at the Middle School, add Environmental Club Co-Coordinator at the Middle School beginning 8/26/2013 - \$750.00 stipend.
 4. Janet Amundson, Class 4 PCA at the High School for 6.75 hours/day, change to Class 3 EA at the Middle School for 5.0 hours/day, beginning 8/26/2013.
 5. Emily Anderson, CS Water Safety Instructor beginning 6/17/2013-8/31/2013 - \$8.25/hour; change to WSI \$10.25/hour; Add Lifeguard at \$8.25/hour.
 6. Mari Arneson, CS Tennis Instructor beginning 6/5/2013-8/31/2013 - \$7.50/hour; change to Tennis Supervisor at \$10.00/hour.
 7. Michael Berger, Class 3 EA-Job Coach at the High School for 6.75 hours/day, change to Class 4 PCA-EBD at the Middle School for 6.5 hours/day, beginning 8/26/2013.
 8. Nick Bornhauser, CS Baseball Instructor beginning 6/10/2013-8/31/2013 - \$7.50/hour; change to Baseball Supervisor at \$10.00/hour.
 9. Tory Borovsky, CS Tennis Instructor beginning 6/5/2013-8/31/2013 - \$10.00/hour; change to Junior Team Tennis Supervisor at \$2,000 Stipend.
 10. Mary Boyum, ESY Special Education PCA at Longfellow, add ESY Bus PCA at Longfellow for 2.17 hours/day, beginning 7/1/2013.

11. Liz Brewer, Class 4 PCA at the High School, change to Class 4 PCA at the Middle School for 6.75 hours/day, beginning 8/26/2013.
12. Shari Bridley, ESY Special Education PCA at Longfellow, add ESY Bus PCA at Longfellow for 1.25 hours/day beginning 7/1/2013-7/25/2013.
13. Kayla Burt, CS Lacrosse Instructor beginning 6/11/2013-8/31/2013 - \$10.00/hour, change to Lacrosse Supervisor \$10.00/hour; Add Softball Coach at \$7.50/hour.
14. Nhung Bui, Class 4 PCA at the Middle School, change to Class 4 PCA at the Middle School for 2.4 hours/day, Add Class 3 EA at the Middle School for 4 hours/day, beginning 8/26/2013.
15. Allison Clark, CS WSI & Lifeguard beginning 6/17/2013-8/31/2013 - \$8.25/hour, change to WSI \$10.25/hour and Lifeguard \$8.25/hour.
16. Kelle Edwards, SpEd PCA/Instructional EA 6.75 hours/day at Greenvale Park, change to Instructional EA 4.5 hours/day, Supervisory EA 1.5 hours/day at Greenvale Park, beginning 9/3/2013.
17. Nicole Gill, Class 4 PCA at the Middle School for 7.0 hours/day, change to Class 4 PCA at the Middle School for 5.17 hours/day, beginning 1/6/2014.
18. Jay Grossman, Custodian at Bridgewater/High School, change to Custodial Engineer with stipend at Longfellow beginning 6/11/2013.
19. Lisa Hovden, Social Studies Teacher at the Middle School, add Environmental Club Co-Coordinator at the Middle School beginning 8/26/2013 - \$250.00 stipend.
20. Brenda Kragseth, Media/Supervisory EA 3.75 hours/day at Greenvale Park, change to Media EA 5.5 hours/day at Greenvale Park, beginning 9/3/2013.
21. Beth Kuyper, Class 4 PCA at the Middle School for 7.0 hours/day, change to Class 4 PCA at the Middle School for 6.75 hours/day, beginning 8/26/2013.
22. Laurie Larson, Physical Therapist at Longfellow/District .8 FTE, increase to 1.0 FTE beginning 7/1/2013.
23. Kirsten Mace, CS SuperKids, Wiggle & Giggle Instructor beginning 6/7/2013-8/31/2013 - \$7.50/hour, Change to SuperKids \$7.50/hour; Wiggle & Giggle Supervisor \$10.00/hour.
24. Jackie Meyer, ESY Special Education PCA at the High School, add ESY Bus PCA for 1.75 hours/day at the High School beginning 7/1/2013-7/25/2013.
25. LaDonna Miller, SpEd EA-PCA/Supervisory EA 7.0 hours/day at Greenvale Park, change to Instructional EA 4.0 hours/day, Supervisory EA 2.0 hours/day at Greenvale Park, beginning 9/3/2013.
26. Jackie Moon, ESY Special Education PCA at Longfellow for 3.5 hours/day, add ESY Bus PCA at Longfellow for .42 hours/day, beginning 7/1/13-7/25/2013.
27. Deb Pack, ESY Special Education PCA at the High School, add ESY Pus PCA for 1.92 hours/day at the High School beginning 7/1/2013-7/25/2013.
28. Jack Peters, CS Lacrosse Instructor at \$7.50/hour; change to Lacrosse Supervisor at \$10.00/hour.
29. Molly Peterson, Class 4 PCA at the High School for 6.75 hours/day, change to Class 4 PCA at the Middle School for 5.83 hours/day, beginning 8/26/2013.
30. Katie Roster, CS Soccer Instructor/SUPER Kids, change to CS Soccer Supervisor, \$10.00/hour; SUPER Kids at \$7.50/hour.
31. Tammy Schwagerl, Class 4 PCA at the Middle School for 7.0 hours/day, change to Class 4 PCA at the Middle School for 6.75 hours/day, beginning 8/26/2013.
32. Nancy Seeberg, Junior Team Tennis Instructor beginning 6/5/2013 through 8/31/2013 - \$10.50/hour; Add Community Services Tennis Instructor at \$7.75/hour.
33. Ellen Sheehy, Super Kids beginning 6/7/2013 through 8/31/2013 - \$7.50/hour; Add Track Supervisor at \$10.00/hour.
34. Vicky Shimota, SpEd EA/Supervisory EA at Greenvale Park for 6.75 hours/day, change to SpEd EA 3.0 hours/day and Supervisory EA for .5 hours/day at Greenvale Park, beginning 9/3/2013.
35. Brad Skapyak, High School Custodian Tues.-Saturday, change to Bridgewater/High School Custodian Mon.-Friday, beginning 7/1/2013.
36. Rhonda Stanley, Title III/Instructional/Supervisory EA for 5.5 hours/day at Greenvale Park, change to SpEd EA 2 hours/day, K-Instructional EA 1 hour/day, Supervisory EA 1.5 hours/day at Greenvale Park, beginning 9/3/2013.

37. Jane Streitz, SpEd PCA for 6.25 hours/day at Greenvale Park, change to SpEd PCA 5 hours/day, SpEd EA 1.5 hours/day at Greenvale Park, beginning 9/3/2013.
38. Deb Thomforde, Reading Teacher at the Middle School, current contract .7 FTE, increase continuing contract to .8 FTE beginning 8/26/2013.
39. Rolf Tollefson, SpEd PCA/Supervisory EA for 7 hours/day at Greenvale Park, change to Supervisory EA 1.25 hours/day at Greenvale Park, beginning 9/3/2013.
40. Ryan Walser-Kuntz, Tennis Instructor beginning 6/5/2013 through 8/31/2013 - \$7.50/hour; Add Junior Team Tennis at \$9.00/hour.
41. Linda Wilson, SpEd PCA/Instructional EA/Supervisory EA 7.25 hours/day at Greenvale Park, change to Instructional EA 3 hours/day, Supervisory EA 2 hours/day at Greenvale Park, beginning 9/3/2013.
42. Diana Wokson, ESY Special Education PCA at Longfellow, change to ESY DCD Teacher at the High School beginning 6/26/2013-7/25/2013 for 3.5 hours/day, Mon-Thursday – BA, Step 0.
43. Julie Wolner, Business Education Teacher at the High School, change to Business Education teacher at the High School for .9 FTE, and the Middle School for .1 FTE, beginning 8/26/2013.
44. Carina Zick, ESY Special Education PCA at Longfellow, add ESY Bus PCA for .5 hours/day at Longfellow beginning 7/1/2013-7/25/2013.
45. Judi Vitito, 1st Grade Teacher at Sibley, change to 4th Grade Teacher at Sibley beginning 7/1/2013.

c. Leave of Absence

1. Kasha Zeman, FMLA leave of absence beginning on or about December 23, 2013 through the end of the 2013-14 school year.
2. Allison Otte, Childcare Leave of Absence beginning 11/18/2013 through the end of the 2013-14 school year.

d. Retirements/Resignations

1. Mike Allen, Weight Room Coach/Supervisor at the High School, resignation effective August 8, 2013.
2. Sarah Carlson, Middle School Girls Tennis Coach, resignation effective 7/1/2013.
3. Tyler Faust, 8th Grade Football Coach, resignation effective 5/15/2013.
4. Anna Kelly, Early Ventures Site Assistant, resignation effective August 10, 2013.
5. Claire Larson, 6th Grade Volleyball Coach, resignation effective 6/29/2013.
6. Mary Loven, Early Childhood Instructor, resignation effective June 24, 2013.
7. Josh Maus, 8th Grade Football Coach, resignation effective 7/1/2013.
8. Dana Pemrick, 4th Grade Teacher at Sibley, resignation effective 6/30/2013.
9. Frannie Seitz, 6th Grade Volleyball Coach-PT Assistant, resignation effective 7/1/2013.
10. Erik Severson, Middle School Girls Soccer Coach, resignation effective 7/1/2013.
11. Doug Seymour, Assistant Boys Soccer Coach, resignation effective 6/13/2013.
12. Justin Wagner, B-Squad Volleyball Coach at the High School, resignation effective 6/14/2013.
13. Jane Morrison, Early Ventures Assistant, resignation effective 8/21/2013.
14. Laurel Sargent, Educational Assistant PCA, resignation effective 7/5/2013.

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

** Subject to revision when negotiations for 2013-15 are completed.

9. Cooperative Sponsorships.

The Board approved entering into a cooperative sponsorship with Arcadia School for Girls Cross Country, Girls Swimming and Diving and Football. MSHSL cooperative sponsorships are in effect for two school years (2013-2014 and 2014-2015).

VIII. Items for Information
There were no items.

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IX. Future Meetings

Monday, August 12, 2013, Regular School Board Meeting, Northfield High School Media Center

Monday, August 26, 2013, Regular School Board Meeting followed by work session, Northfield High School Media Center

- X. On a motion by Stratmoen, seconded by Maple, the Board adjourned at 7:30 PM. A Board Work Session on the Student Achievement Gap and Summer Slide followed.

Noel Stratmoen
School Board Clerk