

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, September 9, 2013, 7:00 PM
Northfield High School, Media Center

AGENDA

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
This is an opportunity for members of the school district to address the Board. You are requested to do so from the podium. After being recognized by the chair, each individual will identify himself/herself and the group represented, if any. He/She will then state the reason for addressing the Board. To insure that all individuals have a chance to speak, speakers will be limited to one three-minute presentation. Please know that this is not a time to debate an issue, but for you to make your comments.
- IV. Approval of Minutes
- V. Announcements and Recognitions
- VI. Items for Discussion and /or Reports.
 - 1. Update on Building Security, Construction Projects and Johnson Controls Contract.
 - 2. Initial Discussion of Revisiting the District Strategic Plan.
- VII. Superintendent's Report
 - A. Items for Individual Action
There are no action items at this time.
 - B. Items for Consent Grouping
 - 1. Personnel Items.
- VIII. Items for Information
 - 1. Draft of Annual Report on Curriculum, Instruction and Student Achievement.
 - 2. Northfield Area Chamber of Commerce and TORCH Advisory Group Appointments.
- IX. Future Meetings
Monday, September 23, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, October 14, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment

NORTHFIELD PUBLIC SCHOOLS

MEMORANDUM

September 9, 2013, 7:00 PM
Northfield High School Media Center

TO: Members of the Board of Education
FROM: L. Chris Richardson, Ph. D., Superintendent
RE: Explanation of Agenda Items for the September 9, 2013, School Board Meeting

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
- IV. Approval of Minutes
Minutes of the Regular School Board meeting held on August 26, 2013, are enclosed for your review and comment.
- V. Announcements and Recognitions
- VI. Items for Discussion and / or Reports
 1. Update on Building Security, Construction Projects and Johnson Controls Contract.
Paul Bell, Director of Buildings and Grounds, will provide the Board with an update on the security upgrades that have been completed at several buildings over the summer as well as the additional work to be completed. He will also provide an update on other construction projects completed during the 2013 summer break. Finally, Mr. Bell will review the long-term contract with Johnson Controls that will be concluding at the end of the 2013-14 school year. This contract provided for oversight of the major modification and updating of the District's Heating/Ventilation/Air Conditioning (HVAC) system in multiple buildings over several years as well as the ongoing monitoring of these systems for efficiency and function.
 2. Initial Discussion of Revisiting the District Strategic Plan.
Board Chair Ellen Iverson will lead an initial discussion of the possibilities of revisiting the District Strategic Plan during the 2013-14 school year with the potential to update or rewrite the existing plan. Individual Board members and the Superintendent will have an opportunity to begin this discussion that will help to frame the purpose, desirability, timeline and potential logistics of completing a strategic planning process during this school year.
- VII. Superintendent's Report
 - A. Items for Individual Action
There are no action items at this time.
 - B. Items for Consent Grouping
Superintendent's Recommendation: Motion to approve the following items listed under the Consent Grouping.
 1. Personnel Items.
 - a. Appointments*
 1. Norine Bell, Supervisory Educational Assistant/Building Greeter at the High School beginning 9/9/2013 – 6/6/2014 for 5 hours/day – Class I, Step 1, \$12.59/hour.
 2. Erin Carson, .90 FTE Social Studies Teacher at the High School beginning 8/28/2013 – 6/6/2014. MA60, Step 6.
 3. Mary Coyne, 1.0 FTE School Psychologist at Bridgewater/Special Ed. beginning 9/4/2013 – MA 30, Step 6.
 4. Michelle Gaertner, 6th Grade Assistant Volleyball Coach at the Middle School beginning 9/3/2013 – 10/11/2013; \$14.00/hour.

5. Rich Guggisberg, Assistant Football 9th Grade Coach (hourly) beginning 8/29/2013 - 11/1/2013; \$14.00/hour.
 6. Dean Huschle, Educational Assistant-Supervisory/Building Greeter at Longfellow for 6 hours/day beginning 9/5/2013 - 10/18/2013 - Class I, Step 1, \$12.59/hour.
 7. Jessica Neubauer, Early Ventures Site Assistant at Longfellow/Community Services for 8 hours/day beginning 9/9/2013 - Step 3, \$11.84/hour.
 8. Ross Robinson, Community Services WSI Instructor \$10.00/hour, Lifeguard \$8.00/hour beginning 9/4/2013 - 6/1/2014.
 9. Community Services Instructors for Fall 2013 as attached.
- b. Increase/Decrease/Change in Assignment
1. Sheila Atkinson, Special Ed PCA at Bridgewater, add Special Ed Bus PCA at BW Mon.-Friday for .92 hours/day beginning 9/3/2013 - 6/6/2014.
 2. Kristin Basinger, Special Ed PCA at Bridgewater, add Special Ed Bus PCA at BW Mon.-Friday for 1.42 hours/day beginning 9/3/2013 - 6/6/2014.
 3. Laura Berdahl, Parent Liaison at Greenvale Park for 3.2 hours/day, change to Parent Liaison at GVP for 5.2 hours/day beginning 8/26/2013 (26 hours/week).
 4. Kiwi Bielenberg, DAPE & POHI Teacher at the High School, change to .25 FTE Dape at Sibley, .2 FTE DAPE at the Middle School and .55 FTE POHI district wide beginning 9/3/2013.
 5. Mary Boyum, Special Ed PCA 6.75 hours/day, Supervisory .17 hours/day at Sibley, change to PCA 6.53 hours/day, plus Special Ed Bus PCA at Sibley for 1.42 hours/day (total 7.95 hours/day) beginning 9/3/2013 - 6/6/2014.
 6. Elizabeth Brewer, Special Ed PCA at the Middle School, add Special Ed Bus PCA at the MS Mon.-Friday 1.17 hours/day beginning 9/3/2013 - 6/6/2014.
 7. Shari Bridley, Special Ed PCA at Longfellow, add Special Ed Bus PCA at LF Mon.-Friday for 1.25 hours/day beginning 9/3/2013 - 6/6/2014.
 8. Mark Johnson, 1.0 FTE PE Teacher at the Middle School, add .2 FTE overload lifetime sports section at the Middle School (1.2 FTE) beginning 8/26/2013 - 6/6/2014.
 9. Shelly Kruger, Special Ed PCA at the High School, add Special Ed Bus PCA at Sibley Mon.-Friday for .67 hours/day beginning 9/3/2013 - 6/6/2014.
 10. Lindsay Mehrhoff, Correction to Special Ed PCA/Supv. EA 6.92 hours/day at Sibley beginning 8/26/2013; Class I, Step 1 \$12.59/hour (.17 hours/day), Class IV, Step 1 \$13.49/hour (6.75 hours/day).
 11. Jackie Meyer, Special Ed PCA at the High School, add Special Ed Bus PCA at the HS Mon.-Friday for .83 hours/day beginning 9/3/2013 - 6/6/2014.
 12. Marilyn Neuville, 1.0 FTE English Teacher at the middle school, voluntary reduction to .60 FTE English Teacher at the middle school beginning 8/27/2013.
 13. Amy Pantze, PCA at Greenvale Park for 4.0 hours/day, change to PCA 6.5 hours/day and Supervisory .50 hours/day (7.0 hours/day total) beginning 8/26/2013.
 14. Molly Peterson, Special Ed PCA at the Middle School, add Special Ed Bus PCA at the MS Mon.-Friday for 1.42 hours/day beginning 9/3/2013 - 6/6/2014.
 15. Rhonda Stanley, Resource Room EA at Greenvale Park for 2.25 hours/day, change to Resource Room EA at GVP for 3.5 hours/day beginning 8/26/2013.
 16. Brian Stevens, .8 FTE Social Studies Teacher at the High School, change to 1.0 FTE Social Studies Teacher at the High School beginning 8/28/2013 for the 2013-2014 school year.
 17. Jane Streitz, PCA/Resource Room EA at Greenvale Park for 6.5 hours/day, change to PCA at GVP for 6.25 hours/day beginning 8/26/2013.
 18. Andrea Waldock, Special Ed PCA at Head Start, add SPED Bus PCA at Longfellow Mon.-Thurs. for 2.25 hours/day beginning 9/3/2013 - 6/6/2014.
 19. Sara Webster, .5 FTE Speech Language Pathologist at Longfellow, add .2 FTE Speech Language Pathologist at Sibley for a total of .7 FTE beginning 9/3/2013 - 6/6/2014.

- c. Leave of Absence
 - 1. Vicky Shimota, Leave of Absence from August 26, 2013 through October 8, 2013.
- d. Resignations
 - 1. Katherine Barnes, 9th Grade Girls Basketball Coach, resignation effective 8/28/2013.
 - 2. Dana Sonnicksen, EL Teacher at Greenvale Park, resignation effective 8/29/2013.
 - 3. Candace Thielen, Special Education PCA at Sibley Elementary, resignation effective 8/28/2013.
- e. TRA Part-Time Teacher Program

The Board is requested to authorize participation for Amy Moeller to participate in the TRA Part-Time Teacher Program, whereby the teachers who qualify can personally purchase TRA service credit at no cost to the Northfield School District.
- f. Superintendent Contract Provisions for the 2013-2014 Contract Year of the Three Year 2013-2016 Superintendent's Contract.

Please read the enclosed memorandum from School Board Chair Ellen Iverson. Ms. Iverson is proposing the following Superintendent contract provisions for the 2013-2014 contract year, in accordance with the following contract addendum:

 - A one and one-half percent (1.5%) increase in the annual salary;
 - An additional \$2,700 contribution to the Superintendent's elected annuity.

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

VIII. Items for Information

- 1. Draft of Annual Report on Curriculum, Instruction and Student Achievement.

A draft of the 2012-2013 Annual Report is enclosed. The Annual Report includes student achievement goals, staff development goals, and Measures of Academic Progress (MAP) test results compared to national averages. It also includes the testing and assessment schedule for the 2013-2014 school year. As we prepare for the new requirements detailed in the 2013 Education Omnibus Bill, we are also adding elements that will be part on the new annual report document. All these areas are not currently required we wanted to see how we might share some of this additional data with our community. Once again, this report will be provided in a web-based online format. The community will be notified when it is available on the website.
- 2. Northfield Area Chamber of Commerce and TORCH Advisory Group Appointments.

School Board member Julie Pritchard has agreed to represent the Northfield Board of Education on the Board of Directors of the Northfield Area Chamber of Commerce. Board member Rob Hardy will replace Julie as the liaison to the TORCH Advisory Group. These appointments by Board Chair Ellen Iverson are effective immediately.

IX. Future Meetings

Monday, September 23, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, October 14, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

School Board Minutes

School Board Minutes

August 26, 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 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 Maple, the minutes of the Regular School Board meeting held on August 12, 2013, were unanimously approved.
- V. Announcements and Recognitions
 - Seventy-eight incoming seventh grade students had a successful trip to Eagle Bluff August 21-23. The three-day experience promoted learning that dovetails with classroom academic and social needs. Community Services thanked the following district staff and parent chaperones for assisting with the trip. Northfield School district staff included Amy Allin, Katrina Meehan, Candace Hard, Craig Johnson and Jeff Pesta. Parent chaperones included Tara Bamonte-Grebis, Cathy Carlson, Toui Mohlke, Erik Nelson, Sara Nielsen and Rob Nutt.
 - The Minnesota Historical Society has awarded a Minnesota Historical and Cultural Heritage Grant in the amount of \$9000 to the Northfield School District for the History of the Northfield Public Schools Project. The grant proposal was developed by Bruce Colwell. Earl Weinman will act as the project director. The grant will enable Mr. Colwell to identify, collect, organize and catalog primary source documents for a history of the Northfield Public Schools and then to summarize his findings by writing a monograph. Mr. Colwell is anticipating completing his work in January 2014.
- VI. Items for Discussion and / or Reports
 1. Review of iPad Distribution Sessions.
Director of Administrative Services Matt Hillmann reviewed the iPad distribution process for 6th -12th grade students. Twenty-five distribution sessions were held on August 15, 19, 20, and 21. The sessions included a parent orientation. Most people were able to complete the process in one hour. To date, 1,926 iPads have been checked out to students.
 2. State of the District – Celebrations and Challenges.
Superintendent Richardson presented an overview of the programs and activities completed during the 2012-13 school year as well as looked ahead to the challenges that the District faces in 2013-14. There was discussion about revisiting the strategic plan and community conversations.
 3. Summary of Superintendent's Evaluation.
School Board Chair Ellen Iverson provided a summary of the Superintendent's performance appraisal that was recently completed.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Proposed 2013-2015 Agreement with the Northfield Education Association (NEA).
On a motion by Stratmoen, seconded by Nelson, the Board unanimously approved the 2013-2015 Master Agreement with Northfield Education Association as negotiated.
 - B. Items for Consent Grouping
Fossum removed item #1 – Proposed School District Chamber Membership. Then, on a motion by Pritchard, seconded by Fossum, the Board unanimously approved items two and three listed under the Consent Grouping.

Dr. Richardson provided additional information about his recommendation for the District to join the Chamber. Fossum asked what percentage of the School District's membership fee would go to the state chamber. Dr. Richardson anticipates a member of the School Board being a member of the Chamber's Board. This person would report on a regular basis to the School Board.

1. Proposed School District Chamber Membership.

On a motion by Stratmoen, seconded by Maple, the Board unanimously approved joining the Northfield Area Chamber of Commerce for the 2013-2014 school year, and approved including the Chamber as one of the organizations that the school district joins on an annual basis.

2. Personnel Items.

a. Appointments*

1. Elliot Courchaine, EA-PCA, Class IV at the Middle School for 5.07 hours/day beginning 8/26/2013 – 1/3/2014; Step 1, Class IV, \$13.49/hour.
2. Kenneth Drivdahl, Head Nordic Ski Coach at the High School beginning 11/11/2013 – 2/13/2014; Level D, Step 1.
3. Rafael Estrella, Art Teacher at the Middle School and ALC for 7.2 hours/day beginning ASAP; BA, Step 4.
4. Liam Fisher, Substitute Auditorium Technician with Community Services as needed beginning 08/15/2013; \$18.81/hour.
5. Aimee Gerdesmeier, KidVentures Site Assistant at Sibley for 3 hours/day beginning 9/3/2013; Step 3, \$11.84/hour.
6. Stacy Gustafson, 1.0 FTE Long Term Substitute Math Teacher at the Middle School beginning 8/26/2013 – 6/6/2014; BA, Step 0
7. Karna Hasse, Instructional/Supervisory EA at Sibley Elementary beginning 8/26/2013 for 5.5 hours/day; Class I, Step 1 \$12.59/hour (1.5 hours/day), Class II, Step I \$12.98/hour (4 hours/day).
8. Teresa Hasse, Special Ed EA-PCA/Supervisory EA at Sibley Elementary beginning 8/26/2013 for 6.43 hours/day; Class I, Step 1 \$12.59/hour (1.33 hours/day), Class IV, Step 1 \$13.49/hour (5.10 hours/day).
9. Mauricio Lozada, Middle School Boys Soccer Coach beginning 9/3/2013 – 10/11/2013, Level H, Step 1.
10. Lindsay Mehrhoff, Special Ed PCA/Supv. EA 6.92 hours/day at Sibley beginning 8/26/2013; Class I, Step 1 \$12.59/hour (6.75 hours/day), Class IV, Step 1 \$13.49/hour (17 hours/day).
11. Margaret Podominick, .50 FTE 3rd Grade Teacher at Sibley beginning 8/26/2013 – 11/11/2013; MA 15, Step 6.
12. Margaret Podominick, Correction to 1.0 FTE LTS Kindergarten Teacher at Sibley on or about 11/12/2013 to the end of the 2013-2014 school year; MA 15, Step 6.
13. Lindsay Schacht, PT Assistant Volleyball Coach (hourly) at the High School beginning 8/15/2013 – 10/25/2013, \$12.00/hour.
14. William Seeberg, Special Education Homebound Instructor for Longfellow beginning 9/3/2013 for 2 hours/day, 3 days/week; BA-60, Step 14, \$40.93/hour.
15. Gina Swenson, Grade 1 Teacher at Sibley, Correction from MA, Step 6, change to MA15, Step 6 (additional transcript records provided)
16. Candace Thielen, Special Ed PCA/Supv. 7.08 hours/day at Sibley beginning 8/26/2013; Class IV, Step 1 \$13.49/hour (6.75 hours/day), Class I, Step 1 \$12.59/hour (.33 hours/day)
17. Peter Tomczik, 8th Grade Football Coach at the Middle School beginning 8/26/2013 – 10/11/2013, \$12.00/hour.
18. Taylor Traeder, Special Ed PCA/EA at the Middle School for 6.5 hours/day beginning 8/26/2013; Class IV, Step 1 \$13.49/hour (2.5 hours/day), Class III, Step 1 \$12.59/hour (4 hours/day).
19. Taylor Freirmuth, Special Education PCA at the High School beginning 8/20/2013 through 8/30/2013 for 2 hours/day; Step 1, \$13.49/hour.
20. Heather Ims, 6th Grade Volleyball Coach at the Middle School beginning 9/3/2013-10/11/2013, Level J, Step 1.

21. Kimbra Kosak, .55 FTE Read 180 Teacher at Greenvale Park Elementary beginning 8/26/2013 – 6/6/2014; MA, Step 2.
 22. Lindsay Schacht, Special Education Educational Assistant-PCA at Bridgewater for 4.88 hours/day beginning 8/26/2013; Class IV, Step 1 \$13.49/hour.
- b. Increase/Decrease/Change in Assignment
1. Sheila Atkinson, SPED EA-PCA at Bridgewater for 4.05 hours/day, change to SPED EA-PCA at Bridgewater for 6.5 hours/day beginning 8/26/2013.
 2. Kristin Basinger, SPED EA-PCA at Bridgewater for 5.08 hours/day, change to SPED EA-PCA at Bridgewater for 6.5 hours/day beginning 8/26/2013.
 3. Kiwi Bielenberg, 1.0 DAPE/POHI Instructor at the ALC, HS and District, change to .25 FTE DAPE at Sibley, .20 FTE DAPE at the HS, and .55 FTE POHI (Physical & Other Health Impairments) district wide beginning 8/26/2013.
 4. Amanda George, E.A. Greeter at Longfellow, change to KidVentures Site Assistant for 3 hours/day at Greenvale Park Elementary, beginning 9/3/2013.
 5. Mary Dee Kuklok, 1.0 FTE Deaf & Hard of Hearing Teacher at the Middle School, change to .4 FTE Deaf & Hard of Hearing at the High School and .6 FTE at Bridgewater, beginning 8/26/2013.
 6. Mary Momberg, 1.0 FTE DCD Teacher at the Middle School, change to .5 FTE DCD-mm and .5 FTE ASD at the Middle School beginning 8/26/2013.
 7. Nicole Papke, 1.0 FTE Title I Teacher at Greenvale Park Elementary, change to 1.0 FTE Title I at GVP/St. Dominics, with .3295 FTE from General Fund beginning 8/26/2013.
 8. Patty Pfeiffer, 1.0 FTE SpEd Resource Teacher at the Middle School, change to .5 FTE Deaf/Hard of Hearing and .5 FTE Resource Room at the Middle School beginning 8/26/2013.
 9. Heather Pudas, 1.0 FTE Deaf & Hard of Hearing Teacher at the HS/MS, change to .2 FTE DHH in the District, .4 FTE Sibley and .4 FTE at the Middle School beginning 8/26/2013.
 10. Elizabeth Ryan, .5 FTE Read 180 Teacher at Greenvale Park Elementary, change to 1.0 FTE 3rd Grade Teacher at Greenvale Park beginning 8/26/2013.
 11. Kim Slegers, 1.0 FTE Health Teacher/Cognitive Coaching, change to .9 FTE Health Teacher and .1 FTE PE Teacher at the High School beginning 8/26/2013.
 12. Kathie Smestad, ALC Educational Assistant at Longfellow (ALC) 7.0 hours/day, change to ALC EA at Longfellow (ALC) for 6.0 hours/day beginning 8/26/2013.
 13. Sara Swan McDonald, 1.0 FTE Social Studies Teacher/Cognitive Coaching at the High School, change to 1.0 FTE Social Studies Teacher at the High School beginning 8/26/2013.
 14. Shari Bridley, Special Ed PCA at Longfellow, change of hours to 7 hours/day Monday-Thursday, and 3.25 hours/day on Fridays beginning 9/3/2013 – 6/6/2014.
 15. Mary Harrity-Davidson, add .25 FTE ALC Phy Educ. teacher beginning 8/26/2013 – 6/6/2014.
 16. Jeff LaPanta, Asst. Girls Hockey Coach at the High School from split position to full position beginning 8/26/2013.
 17. Yolanda Loken, Special Ed PCA at Longfellow, change of hours to 3.25 hours/day M-T-Th-F, and 3.75 hours/day on Wednesdays beginning 9/3/2013 – 6/6/2014.
 18. Sue Nelson, Special Ed PCA at Longfellow, change to 5.75 hours/day Monday-Friday beginning 9/3/2014 – 6/6/2014.
 19. Kathryn Stordahl, Special Ed PCA at Longfellow, change to 7.0 hours/day Monday & Wednesday, 3.5 hours/day on Tuesdays, and 3.25 hours/day on Fridays beginning 9/3/2013 – 6/6/2014.
 20. Taylor Traeder, Correction from Special Ed PCA/EA at the Middle School Class III, Step 1, \$12.59/hour to Class III, Step 1 \$13.29/hour.
 21. Andrea Woldock, Special Ed PCA with Head Start, change to 5.5 hours/day Monday-Thursday following the Head Start calendar beginning 9/9/2013 – 5/8/2014.

- c. Leaves of Absence
 - 1. Rebecca Glassing, Leave of Absence correction from .3 LOA for the 2013-2014 school year to .3 LOA for Semester 1 of the 2013-14 school year.)
 - 2. Gretchen Lilly, FMLA Leave of Absence beginning 9/25/2013 through 11/29/2013.
- d. Resignations
 - 1. Audra Tejada, 7th Grade Volleyball Coach at the Middle School, resignation effective 8/17/2013.
 - 2. Eric Sandberg, High School Social Studies Teacher, 9th Grade Football Coach and 10th grade Assistant Girls Softball Coach, resignation effective 8/21/2013.
 - 3. Merri Swanson, Parent Liaison at GVP, resignation effective 8/16/2013.
 - 4. Sarah Klemmensen, School Psychologist at Bridgewater, resignation effective 8/26/2013.
 - 5. Anna Malecha, Early Ventures Site Assistant at Longfellow, resignation effective 8/26/2013.
 - 6. Jeff Wendt, 6th Grade Boys Soccer Coach, resignation effective 8/23/2013.

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

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

3. Gift Agreement.

Multek Flexible Circuits Inc. has donated \$2500 for transportation costs for the Northfield High School Science Olympiad Team for the 2013-2014 school year.

VIII. Items for Information

1. Workshop Schedule – A Reminder.

The schedule for the staff pre-school workshops being held August 26–29 was given to Board members as an item for information.

IX. Future Meetings

Monday, September 9, 2013, Regular School Board Meeting, Northfield High School Media Center
Monday, September 23, 2013, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Maple, the Board adjourned at 9:25 PM.

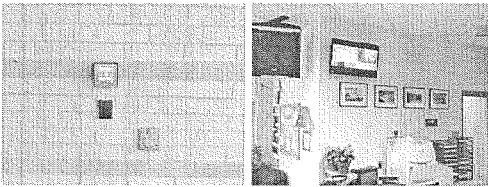
Noel Stratmoen
School Board Clerk

2012 – 2013 Facilities Projects

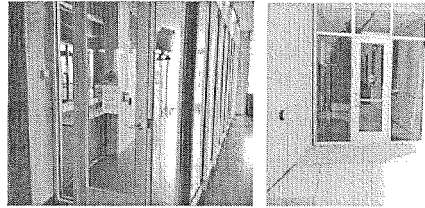
Paul Bell
Director of Buildings and Grounds

Security Upgrades 2013

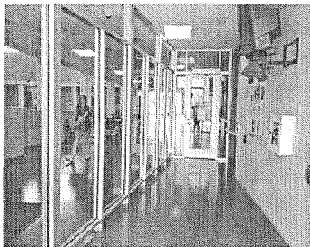
Bridgewater & Greenvale Park



Intercom Systems



MS Secure Vestibule

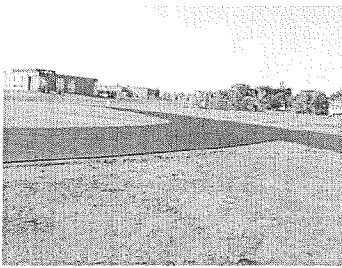


Inside the new secure vestibule

- ✓Sibley Elementary has new access controls to complement existing secure vestibule.
- ✓Middle School will be completed next week.
- ✓Longfellow construction of new secure entrance starts the first week of October.
- ✓Longfellow access control system will be installed as soon as Middle School is complete.
- ✓High School access control system install should start about the beginning of October.

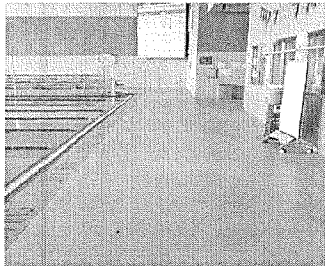
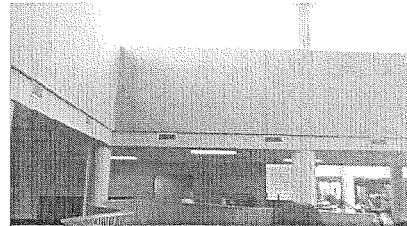
Facility Projects 2013

- Theater Improvements
- Resurface Track @ MS
- Smart Gym soundproofing @ GVP
- Soundproofing panels installed at MS
- Replace floor tile @ LF and SB
- Pool deck resurfacing @ MS
- Replaced District Toro Lawn Mower
- Starting on HS cold storage building on loading dock



MS Track Resurfacing

MS Cafeteria Sound Panels



Pool Deck Resurfacing



New
Toro
Groundmaster
3280-D

Johnson controls 10 year Performance Contract Update

- Update inefficient ventilation equipment
- Add dehumidification capability and improve indoor air quality
- Lower overall energy usage
- Add software and controls to manage the new and old systems
- On site technician from Johnson controls
- Help the District find funding mechanisms to pay for upgrades
- Manage the installations during summer break

Goals of the Performance Contract

What went well?

- **A+** The upgrades and installation of new equipment.
- **A** District was able to use health & safety funding. Johnson controls helped with the process.
- **B** Energy recovery units installed at the High School have been very reliable.
- **B** On Site technician from Johnson controls.

Table 1: Verified (measured) Benefits

Facility	Energy	Water	Thermal Comfort	Indoor Air Quality	Health & Safety
1	100,000	100,000	100,000	100,000	100,000
2	100,000	100,000	100,000	100,000	100,000
3	100,000	100,000	100,000	100,000	100,000
4	100,000	100,000	100,000	100,000	100,000
5	100,000	100,000	100,000	100,000	100,000
6	100,000	100,000	100,000	100,000	100,000
7	100,000	100,000	100,000	100,000	100,000
8	100,000	100,000	100,000	100,000	100,000
9	100,000	100,000	100,000	100,000	100,000
10	100,000	100,000	100,000	100,000	100,000
Total	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000

Table 2: Targeted Measurable Benefits

Facility	Energy	Water	Thermal Comfort	Indoor Air Quality	Health & Safety
1	100,000	100,000	100,000	100,000	100,000
2	100,000	100,000	100,000	100,000	100,000
3	100,000	100,000	100,000	100,000	100,000
4	100,000	100,000	100,000	100,000	100,000
5	100,000	100,000	100,000	100,000	100,000
6	100,000	100,000	100,000	100,000	100,000
7	100,000	100,000	100,000	100,000	100,000
8	100,000	100,000	100,000	100,000	100,000
9	100,000	100,000	100,000	100,000	100,000
10	100,000	100,000	100,000	100,000	100,000
Total	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000

The verified (measured) cost avoidance of \$220,652 realized by the Northfield School District facilities for year 8 exceeds the \$98,741 targeted measurable benefits for the year by \$121,911.

Maybe not as well?

Diminishing service levels through contract years as staff were supposed to be trained.

New Middle School was not completed and Longfellow was not included when contract was signed, so utility savings may not properly reflect this.

No third party verification of utility savings.

Programming not consistent throughout District.

Pricing for service needed generally higher than others.

- ❖ Contract was prepaid 5 years ago.

What Next?

- ❖ Different service providers available.

Only service agreement with Johnson controls after June 2014 is a chiller maintenance contract.

- ❖ Parts generally available locally or on the web.

- ❖ Recommissioning
being done
- ❖ Looking for more
opportunities for staff
training
- ❖ *Jim Pasch is taking*
on more responsibility

What Next?

COMMUNITY SERVICES
Fall 2013 Brochure Instructors

Connie Albin	Juliana Lima
Victor Albrecht	Mary Malone
American Red Cross	Dan McHugh
Alan Anderson	Carol Nassif
Emily Balczewski	Nfld Basketball Association Staff
Doug Bengtson	Nfld Raiders Clay Target Club Staff
Carly & John Born	Northfield Senior Center Staff
Community Services Employees	John Owens
Jacob Conway	Sujata Owens
Kevin Dahle	Mike Pahl
Michael Detjen	Debra Petersen
Bob Dobrow	Prairie Fire Children's Theatre Staff
Daniel Elo	Megan Proft
Amy Etzell	Project ABLE Staff
Pam Forte	Jutta Thompson
Arlette Gerber	Carey Tinkelenberg
Cynthia Gilbertson	Vickie Tyler
Kristyn Haberkorn	Watch Me Draw
Heartwork Yoga Studio	Waterford Warriors Snowmobile Club
T J Heinrich	Cathy White
James Ingham	Scott Wopata
Naomi Jirele	Youth Enrichment League Staff
Robert Knutson	ZAPS Learning Staff

MEMORANDUM

TO: Members of the Northfield Board of Education

FROM: Ellen Iverson, School Board Chair *EI*

DATE: September 5, 2013

Last year we extended a three year contract to Dr. Richardson for 2013-2016. Under our employment contract with the Superintendent, each year we set salary and benefits for the current contract year.

This past year, Dr. Richardson's continued leadership for the district resulted in many key accomplishments including:

- The restructuring of district administration which empowered key staff to take on greater leadership and be recognized for this work.
- Next implementation steps for two new projects 1) fully implementing RtI at all elementary schools and 2) a transformative technology plan continued implementation.
- New strategies to engage and communicate with the community including online forums, straw polls, video conference, and community engagement sessions on key issues such as the technology transformation plan and the calendar conversation. Dr. Richardson also demonstrated timely communications with parents and the community in response to the terrible events at Sandy Hook Elementary.
- The financial stewardship that keeps pace with the ongoing uncertainty of state funding;

The summary of the Superintendent's evaluation at the August 26th Board of Education meeting described his outstanding performance as recognized by board members. With respect to the current 2013-2014 contract, I recommend a modest package:

- A one and one half percent (1.5%) increase in salary;
- An additional \$2,700 contribution to the Superintendent's elected annuity.

This package allows us to recognize Dr. Richardson's outstanding leadership and ensures that the compensation we offer for this critical position does not fall too far behind those of comparable districts.



Annual Report 2013

DRAFT

Our Mission

The mission of the Northfield Public Schools is to deliver educational excellence that empowers all learners to participate in our dynamic world.

Photo caption here

2012 - 2013

Annual Report on Curriculum, Instruction
and Student Achievement for ISD #659.

Superintendent's Letter

Dear District Patrons:

Focus on Delivering Educational Excellence and Financial Accountability

While facing challenges in the 2012-13 school year, the Northfield Public Schools continued to succeed by:

- Continuing with both our operating levy and capital projects levy, through the ongoing support of our community. The district faces the 2013-14 school year without the need to make additional cuts.
- Maintaining a positive fund balance that sustained current staff and programs despite limited state funding increases and significant delays in state aid payments to schools during 2012-13.
- Continuing to spend more than 70% of all district expenditures on direct classroom instruction by enhancing administrative efficiencies including restructuring and combining departments and maintaining self-insured health and dental plans.
- Sustaining Professional Learning Communities (PLCs) that support increased student achievement through strengthened teaching, while flexible grouping allows students to learn at their instructional level.
- Implementing Response to Intervention (RtI) in all elementary buildings providing support to PLCs and direct interventions for students who are having difficulty learning.
- Implementing staff training on curriculum and instruction using technology.
- Implementing Phase I of the iPad 1:1 initiative giving all staff members the skills and technology they need to successfully use that technology to truly enhance student instruction.
- Preparing for Phase II of the Transformational Technology initiative with a 1:1 iPad implementation for students by upgrading technology and wireless connectivity to provide fast and reliable information access for students and staff.
- Continuing Bridges to K, Where Everyone Belongs (WEB), Link Crew, and the 9th Grade Academy to support communication and connections between incoming students and caring adults as they enter a new building.
- Improving student achievement as measured by increased performance on site improvement goals, MAP and MCA tests and other assessments.

Teamwork Results in Student Success

Northfield Public Schools students continued to achieve at high levels. In 2012-13:

- On the Measures of Academic Progress (MAP tests), Northfield students scored above national averages.
- Middle school students outperformed national averages on every section of the EXPLORE Grade 8 Exam.
- High school students outperformed Minnesota on every section of the American College Test (ACT) and PLAN Test, leading the state that leads the nation in ACT and PLAN test results. We had 1 National Merit semi finalist and 6 Commended students in 2013.
- More high school students took Advanced Placement (AP) tests than the year before, and 85% achieved scores of 3, 4 and 5, earning them college credit for AP classes taken in high school.
- The TORCH program increased high school graduation and college entrance for Latino and first generation college-bound students.

District and Schools "No Child Left Behind" Sanctions Lifted for 2012-13

In February 2012 the U.S. Department of Education granted Minnesota an NCLB waiver, including the provision that Minnesota schools would reduce the academic proficiency gaps among their demographic groups by 50% within the next five years. In Northfield, we used the data from 2011 and 2012 to set targets for each of the academic school years from 2013 to 2017 to respond to and achieve this goal. Northfield Public Schools has made excellent strides in 2013 to both increase the overall proficiency rate of students performing at grade level, based upon Minnesota academic standards, and close the proficiency gaps among the demographic groups.

Northfield Public Schools outperformed the state in all categories of the 2013 MCA math test and the new MCA reading test. While the scores dropped for both the district and the state on the new MCA reading test, it is important to understand that the test is now based on new national Common Core standards and

included longer, more rigorous, non-fiction passages in place of the shorter, fiction passages provided in testing the year before. Because the standards, passages and questions are different on the 2013 tests we cannot compare scores with previous years. Instead, the 2012-13 scores will provide baseline data going forward.

We were also very pleased that the Northfield Public Schools 2013 Adequate Yearly Progress (AYP) report continues to show gains in the number of subgroups in each building making adequate yearly progress. This year only the Free and Reduced Price Lunch subgroup at Greenvale Park did not make AYP. This is the smallest number of subgroups not making AYP since the implementation of No Child Left Behind in 2001. In comparison in 2010, we had 12 subgroups in various buildings that did not make AYP. The number of subgroups has continued to drop to 9 subgroups in 2011 and 6 subgroups in 2012.

Committed To Success in 2013-14

While facing challenges in the 2013-14 school year, we have wonderful opportunities to continue our district's success by:

- Managing our financial resources to maximize the time we can maintain our current staff and programs despite limited increases in state funding for the 2012-13 school year.
- Continuing the Response to Intervention (RtI) problem solving model with the support of RtI coaches in each elementary building. Providing scientifically based interventions to students who need more support to reach proficiency in the classroom. Implementing RtI programming including Positive Behavior Intervention System (PBIS) at the secondary level.
- Implementing Phase II of the iPad 1:1 initiative that will provide a tablet computer for every secondary student and a pod of 4-6 tablet computers in every elementary classroom.
- Continuing Wednesday morning Professional Learning Community time that directly supports teacher collaboration in improving instruction for their students.
- Continuing to implement district and building plans to address the needs of subgroups that are not making adequate yearly progress on MCA tests.
- Completing building improvement projects and continuing to upgrade our security at building entrances in order to make our facilities safer for our students, parents and staff.

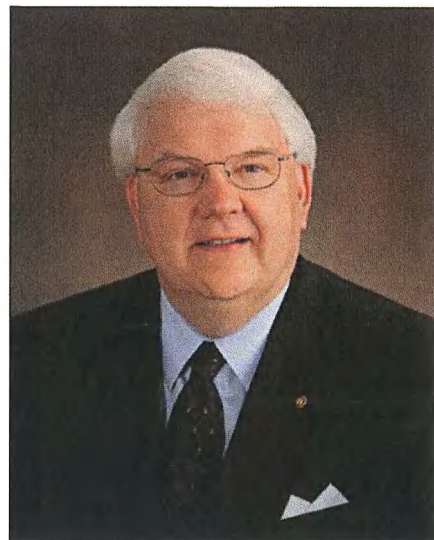
Despite a variety of challenges, Northfield Public Schools remains committed to excellence and ready to help every child be successful. The credit for our success belongs to the staff and community members who support the district's work each day in providing high quality education for all of our students. As we face these new challenges at the local and state level, everyone's collective efforts will be needed to accomplish what lies ahead. The successes we have achieved and will continue to achieve in the future are a testimony to the power of working together.

Have a great year!

Respectfully,



L. Chris Richardson, Ph.D.
Superintendent



Goals

Administrators, faculty and staff work together to help Northfield Public Schools deliver educational excellence that empowers all learners to participate in our dynamic world. Major components in this continuous improvement process are included below and in the following pages. These components include: the district's strategic plan, the Northfield Board of Education goals, the district's staff development goals, the goals of the District Educational Program Advisory Council (DEPAC), and the student achievement goals of each school.

District Strategic Plan

The strategic plan was created by the district and the community, and provides strategic direction for the entire district.

Quality Education - We will hire and retain highly qualified educators and provide them with ongoing support and training to deliver high quality instruction that meets the unique needs of all learners.

Stewardship - We will consistently demonstrate good stewardship by analyzing information, prioritizing needs and managing our financial, physical and human resources to support our mission.

Climate - We will create and strengthen an environment that fosters mutual respect, responsibility and rigor, and ensures the right to physical, emotional and intellectual safety for every person.

Communication and Partnerships - We will build and strengthen bridges of open communication that engage staff, students, families and communities as effective partners in education.

Curricular Outcomes - We will implement a consistent, comprehensive and challenging set of curricular outcomes that reach and engage all learners.

Diversity - We will implement plans and practices that foster full participation by all learners and that address issues that include but are not limited to race, gender, culture, religion, sexual orientation, language, disabilities and socio-economic factors.

Northfield Board of Education Goals

The Northfield Board of Education goals, adopted at the recommendation of the District Educational Program Advisory Council (DEPAC), identify further areas of focus for district and building-level initiatives.

1. Students will know their own expected academic goals and understand how to access resources to achieve them. In other words, students will know and show:
 - what they know;
 - what they need to know; and
 - what to do to get there.
2. By the end of the 2012-2013 school year, each building will have in place a building-wide systematic intervention plan that meets the instructional needs of students at their instructional levels.
3. The district will implement universal screening and progress monitoring of reading skills for all students in grades K-5.
4. The district will adopt and implement a consistent behavioral management system and provide training to all staff across the district.
5. The district will foster school connectedness among students, families, and staff to enhance emotional and social development.

District Staff Development Goals

The District Staff Development Goals identify district-wide strategies that support building efforts to reach their Student Achievement Goals.

- Support and guide the implementation of the district's curriculum frameworks for each content area
- Support and guide the implementation of concepts and practices essential to Professional Learning Communities (PLCs)
- Support and guide the implementation of the district's Multi-Tiered Systems of Support through Response to Intervention (RtI) and Positive Behavioral Intervention Supports (PBIS)
- Support and guide the implementation of the Transformational Technology Plan

District Educational Program Advisory Council (DEPAC)

The purpose of DEPAC is to assure community-school cooperation in setting improvement goals, evaluating progress toward meeting annual objectives, and in the reporting of findings and recommendations to the entire community. DEPAC is comprised of district administrators, staff, school board members, parents and community members, and it is chaired by a community member. All of DEPAC's work focuses on three areas: testing and assessment, curriculum and staff development and student support services. Applications for open positions are accepted in the fall of each year.

DEPAC Goals 2013-14

Assessment

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

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 in 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 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.

District Educational Program Advisory Council Membership 2012-2013

Administrative Representatives

Nancy Antoine, Principal
David Craft, Principal
Mary Hanson, Director
(Teaching and Learning)
Matt Hillmann, Director
(Administrative Services)
Roger Jenni, Coordinator
(Testing and Assessment)
Gary Lewis, Director
(Student Services)
Jeff Pesta, Principal
Chris Richardson, Superintendent
Marnie Thompson, Assistant Principal

Staff Representatives

Carrie Duba, high school (2013)
Amanda Heinritz, elementary (2013)
Anne Jarvis, middle school (2013)
Amanda Schrader, elementary (2013)
Amy Sieve, middle school (2013)
Amy Tacheny, elementary (2013)
Amanda Tracy, high school (2015)
Ellen Mucha, high school (2015)

SEAC Representative

Brenda Kragseth (2014)

Community Representatives

Angie DeNardo Meagher (2013)
Helena Kaufman (2016)
Helen Sanders (2013)
Krista Sorenson (2014)
Merri Swanson (2013)
Kyle Willkomm (2016)

School Board Representatives

Ellen Iverson
Rob Hardy
Julie Pritchard

Student Achievement

The Student Achievement Goals, included in each building's Continuous Improvement Plan, identify specific building and Professional Learning Communities (PLC) team efforts to increase student achievement within each building.

Bridgewater Elementary School

1. Goal: All students will demonstrate growth toward grade level proficiency or above in math as measured by MCA* and MAP* assessments.

- Ninety percent of all students in grades K-5 will meet their individual growth target on the spring 2013 math MAP.
- Proficiency level on the MCA will be as follows: grade 3 - 80%, grade 4 - 85%, and grade 5 - 70%.
- All subgroups will meet AYP* standards.

Progress:

- 84.2% of all students met their individual growth target on the spring 2013 math MAP measuring from fall to spring.
- 80.8% of 3rd grade students were proficient on the 2013 MCA math assessment.
- 83.2% of 4th grade students were proficient on the 2013 MCA math assessment.
- 61.4% of 5th grade students were proficient on the 2013 MCA math assessment.
- All subgroups did make AYP.

2. Goal: All students will demonstrate growth toward grade level proficiency or above in reading as measured by the MCA and MAP assessment.

- 85% of all students in grades K-5 will meet their individual target on the spring 2013 reading MAP.
- Proficiency level on the MCA will be as follows: grade 3 - 80%, grade 4 - 80%, and grade 5 - 80%.
- All subgroups will meet AYP standards.

Progress:

- 72.8% of all students met their individual target on the spring 2013 reading MAP measuring from fall to spring.
- 71.6% of 3rd grade students were proficient on the 2013 MCA reading assessment.
- 64.6% of 4th grade students were proficient on the 2013 MCA reading assessment.
- 73.5% of 5th grade students were proficient on the 2013 MCA reading assessment.
- All subgroups did make AYP.

3. Goal: All students and staff will contribute to a respectful, safe and welcoming environment.

- Conference attendance will be at or above 96% participation by one or both parents in fall and spring.
- In completing the fall and spring survey, 95% of parents agree that they are informed about their child's progress.
- In completing the fall and spring survey, 93% of students agree that they follow the Bridgewater guidelines of work, respect, belong and safety.
- In completing the fall and spring survey, 95% of staff agree that they are supportive of their colleagues.
- In completing the fall and spring survey, 95% of staff agree that they contribute to a positive climate at Bridgewater.
- Reduce the number of fix-it plans by 10%.

Progress:

- Ninety-six percent of families attended fall and spring conferences.
- In completing the spring survey, 95% of the parents agreed that they are informed about their child's progress.
- In completing the fall and spring survey, 95% of students agree that they follow the Bridgewater guidelines of work, respect, belong and safety.
- In completing the fall and spring survey, 97% of staff agreed that they are supportive of their colleagues.
- In completing the fall and spring survey, 100% of staff agreed that they contribute to a positive climate at Bridgewater.
- Fix-it plans were reduced by 23%.

*(MCA) Minnesota Comprehensive Assessments; *(MAP) Measure of Academic Progress; *(AYP) Adequate Yearly Progress

Northfield Public Schools surveyed parents in the spring of 2013.

Bridgewater Elementary	Strongly Disagree	Disagree	Agree	Strongly Agree	Rating Average
I feel welcome and respected at this school.	3.2%	8.1%	21%	67.7%	3.53
I am informed about my student's progress.	0%	4.9%	27.9%	67.2%	3.62
I know what the teacher(s) expect(s) of my student.	0%	0%	31.1%	67.2%	3.68
There is an atmosphere of trust and mutual respect at this school.	0%	11.5%	31.1%	57.4%	3.46
I trust the teachers in this school.	0%	3.3%	19.7%	75.4%	3.73
Teachers show respect for students.	0%	3.3%	29.5%	65.6%	3.63
Students show respect for other students.	0%	6.6%	49.2%	39.3%	3.34
My child is safe at this school.	1.7%	5%	40%	53.3%	3.45
There is adequate supervision before and after school.	5%	3.3%	36.7%	40%	3.31
Student conduct policies are clearly understood by students, parents, and faculty.	0%	3.3%	34.4%	57.4%	3.57
Overall, the school meets my student's academic and social needs.	0%	8.2%	36.1%	55.7%	3.48

Sibley Elementary School

- Goal:** By the spring of 2013, 65% of Sibley 2nd graders will meet or exceed 125% of their typical growth based on MAP reading growth from fall to spring.
Progress: 68.4% of Sibley 2nd graders met or exceeded 125% of their typical growth based on MAP reading growth from fall to spring.
- Goal:** By the spring of 2013, 65% of Sibley 3rd graders will meet or exceed 125% of their typical growth based on MAP reading growth from fall to spring.
Progress: 49.5% of Sibley 3rd graders met or exceeded 125% of their typical growth as based on MAP reading growth from fall to spring.
- Goal:** By the spring of 2013, 65% of Sibley 4th graders will meet or exceed 125% of their typical growth based on MAP reading growth from fall to spring.
Progress: 44% of Sibley 4th graders met or exceeded 125% of their typical growth based on MAP reading growth from fall to spring.
- Goal:** By the spring of 2013, 65% of Sibley 5th graders will meet or exceed 125% of their typical growth based on MAP reading growth from fall to spring.
Progress: 50.5% of Sibley 5th graders met or exceeded 125% of their typical growth based on MAP reading growth from fall to spring.
- Goal:** 20 of 20 classrooms in grades 1 through 5 will meet 100% or more of the classroom target growth scores on the reading portion of the spring 2013 MAP test.
Progress: 12 of 20 classrooms in grades 1 through 5 met 100% or more of the classroom target growth scores on the reading portion of the spring 2013 MAP test.

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6. **Goal:** By the spring of 2013, 65% of Sibley 2nd graders will meet or exceed 125% of their typical growth based on MAP math growth from fall to spring.
Progress: 71.1% of Sibley 2nd graders met or exceeded 125% of their typical growth based on MAP math growth from fall to spring.
7. **Goal:** By the spring of 2013, 65% of Sibley 3rd graders will meet or exceed 125% of their typical growth based on MAP math growth from fall to spring.
Progress: 58.7% of Sibley 3rd graders met or exceeded 125% of their typical growth based on MAP math growth from fall to spring.
8. **Goal:** By the spring of 2013, 65% of Sibley 4th graders will meet or exceed 125% of their typical growth based on MAP math growth from fall to spring assessments.
Progress: 65.7% of Sibley 4th graders met or exceeded 125% of their typical growth based on MAP math growth from fall to spring.
9. **Goal:** By the spring of 2013, 65% of Sibley 5th graders will meet or exceed 125% of their typical growth based on MAP math growth from fall to spring.
Progress: 71.9% of Sibley 5th graders met or exceeded 125% of their typical growth based on MAP math growth from fall to spring.
10. **Goal:** 20 of 20 classrooms in grades 1 through 5 will meet 100% or more of the classroom target growth scores on the math portion of the spring 2013 MAP test.
Progress: 10 of 20 classrooms in grades 1 through 5 met 100% or more of the classroom target growth scores on the math portion of the spring 2013 MAP test.

Northfield Public Schools surveyed parents in the spring of 2013.

Sibley Elementary	Strongly Disagree	Disagree	Agree	Strongly Agree	Rating Average
I feel welcome and respected at this school.	2.9%	2.9%	30.9%	62.5%	3.54
I am informed about my student's progress.	2.2%	6.5%	48.6%	42.8%	3.32
I know what the teacher(s) expect(s) of my student.	1.5%	8%	48.2%	42.3%	3.31
There is an atmosphere of trust and mutual respect at this school.	2.2%	2.9%	33.8%	54.4%	3.50
I trust the teachers in this school.	2.2%	2.9%	37.7%	57.2%	3.50
Teachers show respect for students.	1.5%	1.5%	37.2%	56.9%	3.54
Students show respect for other students.	1.4%	10%	53.6%	28.3%	3.16
My child is safe at this school.	1.5%	2.2%	43.1%	52.6%	3.48
There is adequate supervision before and after school.	1.5%	9.5%	38%	32.8%	3.25
Student conduct policies are clearly understood by students, parents, and faculty.	1.5%	3.6%	44.9%	44.9%	3.40
Overall, the school meets my student's academic and social needs.	2.9%	3.6%	42%	50%	3.41

Greenvale Park Elementary School

1. **Goal:** We will increase the percent proficiency for grades 3 through 5 in reading from 75.9% in spring 2012 to 80% in spring 2013 as measured by the MCA reading assessment.
Progress: We saw a 19% decrease in proficiency in grades 3 through 5 in reading by spring 2013 using the MCA reading assessment.
2. **Goal:** We will increase the percentage of students who meet the median on the MAP reading test in grades 1 through 3 from 54.0% in fall 2012 to 75.0% in spring 2013 as measured by the MAP growth assessment.
Progress: We saw an increase in the percentage of students who met the median on the MAP reading test in grades 1 through 3 in spring 2013 using the MAP growth assessment.
3. **Goal:** We will reduce the gap in achievement between our white (not of Hispanic origin) subgroup and our FRPL* subgroup from 30.7 percentage points on the MCA reading assessment in spring 2012 to 25.7 percentage points on the MCA reading assessment in the spring of 2013.
Progress: The achievement gap increased 7.37 percentage points between our white (not of Hispanic origin) subgroup and our FRPL subgroup in percent proficient on the MCA reading assessment in spring 2013.
4. **Goal:** Sixteen and one-tenth percent (16.1%) of fifth grade students (fourth graders in spring 2012) will show growth and become proficient on the MCA reading assessment in spring 2013.
Progress: We saw a 13.97% increase in the number of fifth grade students who were not proficient between spring 2012 (when they were fourth graders) and spring 2013 on the MCA reading assessment.
5. **Goal:** We will increase the percentage of all students in grades 3 through 5 who met benchmark in oral fluency in fall 2012, from 61.0% to 85.0% by spring 2013.
Progress: Seventy-two percent of all students in grades 3 through 5 met benchmark in oral fluency by spring 2013.
6. **Goal:** We will increase the percent proficiency for grades 3 through 5 in math from 70.04% in spring 2012 to 75.0% in spring 2013 as measured by the MCA math assessment.
Progress: We saw a 6% decrease in proficiency in grades 3 through 5 in math by spring 2013 using the MCA math assessment.

Northfield Public Schools surveyed parents in the spring of 2013.

Greenvale Park Elementary	Strongly Disagree	Disagree	Agree	Strongly Agree	Rating Average
I feel welcome and respected at this school.	1.3%	2.6%	13%	83.1%	3.78
I am informed about my student's progress.	1.3%	9.1%	28.6%	59.7%	3.49
I know what the teacher(s) expect(s) of my student.	1.3%	13.2%	26.3%	57.9%	3.43
There is an atmosphere of trust and mutual respect at this school.	5.2%	1.3%	26%	66.2%	3.55
I trust the teachers in this school.	3.9%	2.6%	27.3%	63.6%	3.55
Teachers show respect for students.	3.9%	1.3%	28.9%	61.8%	3.55
Students show respect for other students.	1.3%	14.5%	47.4%	34.2%	3.18
My child is safe at this school.	2.6%	7.8%	33.8%	53.2%	3.41
There is adequate supervision before and after school.	3.9%	6.6%	36.8%	44.7%	3.33
Student conduct policies are clearly understood by students, parents, and faculty.	0%	5.2%	37.7%	54.5%	3.51
Overall, the school meets my student's academic and social needs.	5.2%	3.9%	36.4%	53.2%	3.39

*(FRPL) Free and Reduced Price Lunch

Northfield Middle School

- 1. Goal:** We will demonstrate increased proficiency for each student in the essential learning of content areas as measured by either passing rates or common assessments selected by Professional Learning Communities (PLCs). These will be measured by June 5, 2013.

Progress: All 16 of the middle school PLCs posted Evidence of Practice in Action documents on the district website for both the first and second semesters. Fifteen of our PLCs selected smart goals aligned with our first site academic goal. Among this group: seven PLCs met or surpassed all of their goals; another PLC has an ongoing multi-year goal; two PLCs partially met their targets; and three PLCs were awaiting test data from the Minnesota Department of Education and will complete their evaluation in September. The final three PLCs demonstrated significant growth in student achievement, however they fell slightly short of their ambitious targets. One 6th grade PLC developed a school climate smart goal and recorded a 90% student and 86% parent satisfaction rating of their efforts to create a welcoming learning environment.
- 2. Goal:** We will provide increased opportunities for students to apply oral communication skills, including expanding student-led conferences to both 6th and 7th grades by April 2013.

Progress: Four staff training sessions were conducted during the year to prepare for the expansion of the student-led conference format. For the second year in a row, more than 99% of the 6th grade students led a conference with one or more parents in attendance. In the first year of implementation, 92% of 7th grade students hosted their conference at school. All students participating in the Will Program presented three quarterly progress reports on their individual goals to the principal.
- 3. Goal:** We will maintain a school-wide disciplinary referral level that is 50% below the 2008-09 baseline end of year Skyward discipline tracker for the remaining two years of this six-year plan. We will develop a companion campaign to teach and acknowledge pro-social skills.

Progress: All three grades were fully phased into this plan by the 2011-12 school year. After five years of progressive implementation, the school-wide disciplinary referral level during the 2012-13 school year was 72% below the baseline level set in the first year. This included a record low number of only 32 bottom-line referrals accumulated by the 6th graders. A team of staff members was trained by the Minnesota Department of Education to begin piloting a system of Positive Behavioral Interventions and Strategies (PBIS) this year. The system is designed to teach and continue to reinforce pro-social skills.
- 4. Goal:** We will promote school energy efficiency by applying for national Green Ribbon Schools recognition by February 2013.

Progress: A new Green Ribbon Schools application was released during the year with additional requirements which must be completed by a task force comprised of students, staff, the building engineer, and the Director of Buildings and Grounds. The application was delayed one year to identify a task force leader, recruit student and staff volunteers, and set a schedule for completion of all required tasks in the new application format.
- 5. Goal:** We will continue to support the parent communication, lunch-time experience, and classroom sound distribution systems goals that were first set four years ago, with the following new or extended initiatives during the 2012-13 school year.

Progress:

Parent Communication:

 - Continued the transition to value-added conference formats based on a parent survey.
 - The Skylert messaging system was utilized for timely family updates in both English and Spanish.
 - School newsletter features and other priority communications were custom translated into Spanish.

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Lunch Time Experience:

- Continued a 6th grade only lunch module with extended serving time.
- Continued to offer an earned recess period and class mini-assembly programs at the end of lunch modules.

- Utilized a noise level database to support a successful request from the district capital projects budget to install sound absorption equipment in the cafeteria.

Sound Distribution Systems:

- All full-sized instructional spaces continue to be equipped and maintained with functional sound distribution systems.
- A replacement schedule has been engaged to systematically upgrade all sound distribution systems.

Northfield Public Schools surveyed parents in the spring of 2013.

Northfield Middle School	Strongly Disagree	Disagree	Agree	Strongly Agree	Rating Average
I feel welcome and respected at this school.	1%	1.9%	41.7%	51.5%	3.49
I am informed about my student's progress.	1%	11.7%	46.6%	40.8%	3.27
I know what the teacher(s) expect(s) of my student.	2%	13.7%	52%	31.4%	3.14
There is an atmosphere of trust and mutual respect at this school.	7.8%	13.6%	43.7%	25.2%	2.96
I trust the teachers in this school.	0%	8.8%	50%	39.2%	3.31
Teachers show respect for students.	2.9%	3.9%	54.9%	34.3%	3.26
Students show respect for other students.	2%	8.8%	62.7%	13.7%	3.01
My child is safe at this school.	2%	2.9%	58.8%	35.3%	3.29
There is adequate supervision before and after school.	2%	4%	34.7%	12.9%	3.09
Student conduct policies are clearly understood by students, parents, and faculty.	4.9%	1%	54.9%	33.3%	3.24
Overall, the school meets my student's academic and social needs.	2.9%	2.9%	58.3%	34%	3.26

Area Learning Center

1. **Goal:** Improve overall attendance rate of students enrolled at the Area Learning Center (ALC) to 90% by the end of the 2013-14 school year.

Progress:

- Average attendance for the 2012-13 school year was 82.5%.
- The ALC will track individual students' attendance at the end of each grading period and develop individual attendance plans for students whose attendance is under 82%.

2. **Goal:** To increase the percentage of ALC students passing the MCA math, reading and GRAD writing tests.

Progress:

- One 9th grade student took the GRAD writing test and was not proficient, although fifty percent of 10th grade students were proficient on the MCA reading test. This is an increase of 14% from the previous year.
- Eleventh grade students declined 8% on their proficiency on the MCA math test.
- The ALC continues to offer Read 180 class for additional reading support; and remedial math curriculum is implemented for struggling students as well.

Northfield High School

1. Goal: To improve student achievement.

Progress: This goal is designed to increase the percentage of students who remain on track for graduation, or graduate in the allotted four years, and decrease the number of students who fail a class or more in a given year.

- The key action steps for this goal are embedded in our Professional Learning Communities (PLCs). Teams of teachers continue to meet weekly to review student progress, develop common formative assessment, establish SMART goals, and alter content delivery based on the data they gather in their PLCs toward accomplishing their SMART goals.
- In 2013-14, high school staff will further implement systematic interventions, including 3 intensive pull-out reading interventions, and initial steps of Positive Behavior Intervention Systems (PBIS).
- Each PLC has a SMART goal, the progress of which is reviewed twice annually in January and June.
- Northfield High School students continue to significantly outperform their state and national counterparts in standardized tests across the disciplines - including the ACT test, on which the class of 2013 recently averaged 23.6 for a composite score.
- The 9th Grade Academy, now in its 5th year, was implemented to reduce failure rates among 9th graders. The failure rate among 9th graders was 11% in 2010-11, down from 25%, the five-year average prior to the implementation of the academy. In 2011-12, that rate decreased further to approximately 7%. In 2012-13, the failure rate held at 7%.
- In addition, the Read 180 program continues to serve the part of our student population most in need of reading support but not currently receiving other support services. Reading 10, Reading 11, and Academy Reading will further broaden our reading interventions systems.
- We've come to expect our test scores and other performance indicators to outpace state and national averages, but we still continue to work toward the goal of a 100% graduation rate and a 0% failure rate.

Northfield Public Schools surveyed parents in the spring of 2013.

Northfield High School	Strongly Disagree	Disagree	Agree	Strongly Agree	Rating Average
I feel welcome and respected at this school.	0.5%	4.2%	40%	53.7%	3.49
I am informed about my student's progress.	1.6%	5.8%	48.7%	42.9%	3.34
I know what the teacher(s) expect(s) of my student.	1.1%	12.4%	55.9%	29%	3.15
There is an atmosphere of trust and mutual respect at this school.	3.2%	8%	41.5%	38.3%	3.26
I trust the teachers in this school.	1.1%	8.5%	43.4%	42.9%	3.34
Teachers show respect for students.	2.1%	7.4%	50.3%	35.4%	3.25
Students show respect for other students.	2.1%	7.9%	56.6%	18.5%	3.07
My child is safe at this school.	2.7%	3.7%	46.3%	44.7%	3.37
There is adequate supervision before and after school.	1.6%	6.4%	37.8%	20.2%	3.16
Student conduct policies are clearly understood by students, parents, and faculty.	0.5%	4.3%	45.7%	36.2%	3.36
Overall, the school meets my student's academic and social needs.	1.6%	8%	46.8%	42%	3.31

2. Goal: To improve school climate.

Progress: Student connections data demonstrated that fewer than 5 of our 1,230 students had less than 2 adult connections in our building. In addition campaigns such as "We Stand United" against bullying, which included staff t-shirts worn the first Wednesday of each month, and new policies making our school environment a more comfortable place for all, (for example, elimination of grinding at school dances) have helped steadily increase the percentage of students who in surveys respond that they feel emotionally and physically safe. (90%, up from 89% in the fall of 2012).

Testing Results

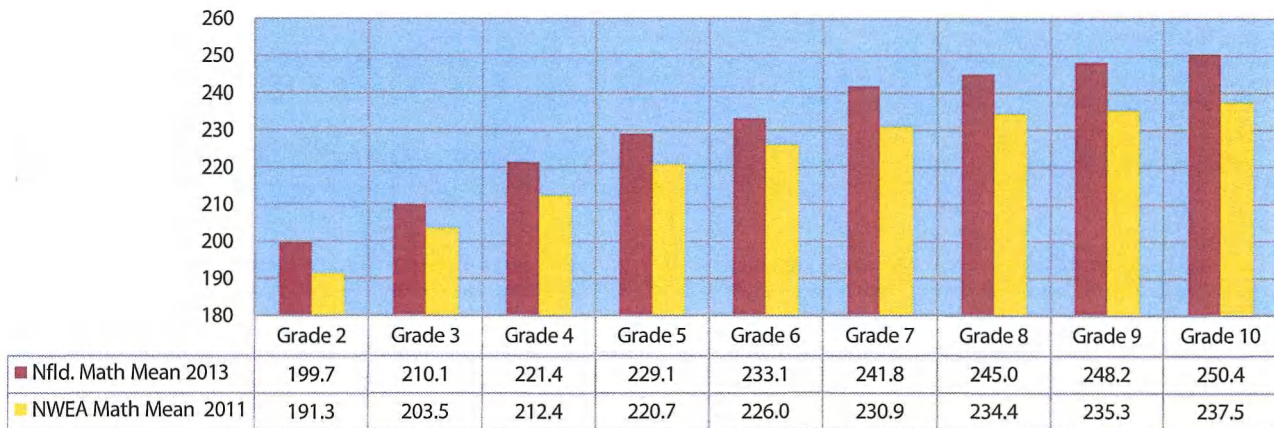
MAP Testing

Northwest Evaluation Association Measures of Academic Progress (MAP) directly relates to the Minnesota Standards in Math and the Common Core Standards in Reading. The MAP test is optional for fall and winter progress monitoring, and administered to all students in the spring to measure individual student growth from year to year.

Mean Scores Mathematics

In 2013, Northfield mean math scores exceeded NWEA* mean norms at all grade levels placing one full year ahead of national norms at grade 4, 5 & 6, and two or more years ahead of national norms at grades 7, 8, and 9.

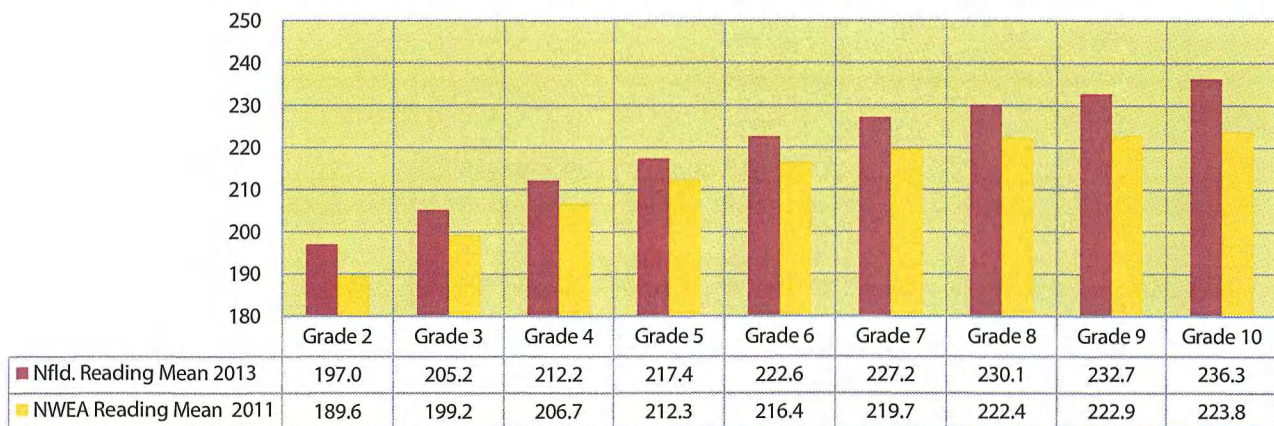
NORTHFIELD / NWEA MAP MATH MEAN COMPARISON SPRING 2013



Mean Scores Reading

In 2013, Northfield mean reading scores exceeded NWEA mean norms at all grade levels placing one full year ahead of national norms at grade 4 and two or more years ahead of national norms at grades 6, 7, 8 and 9.

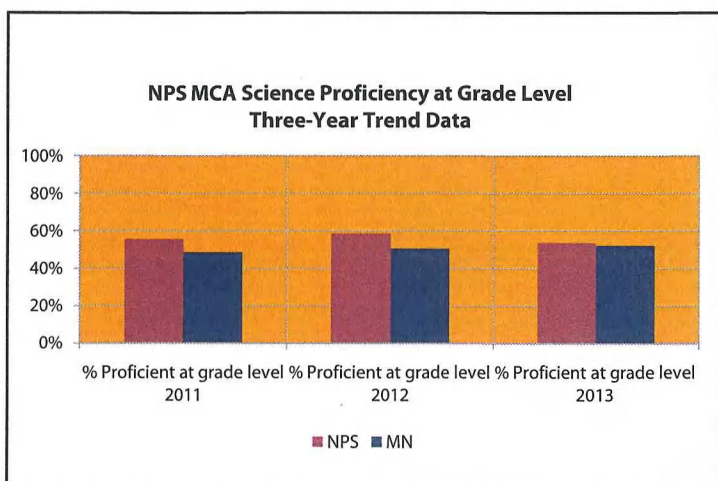
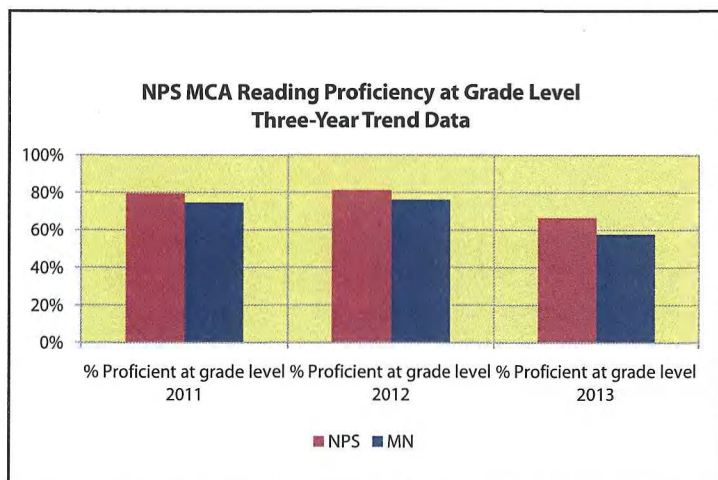
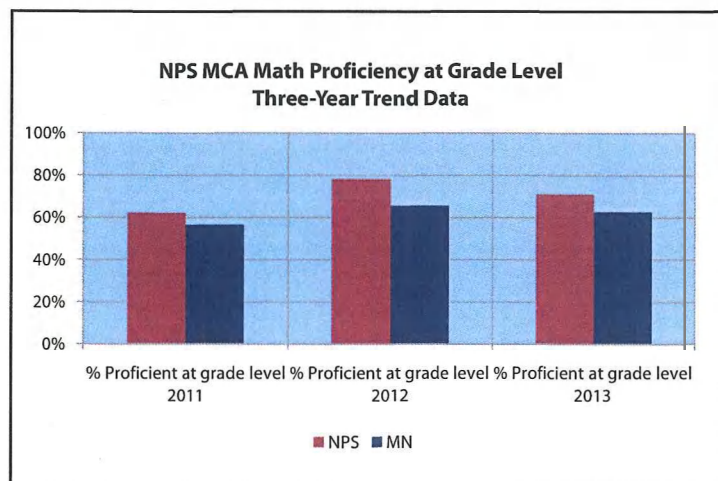
NORTHFIELD / NWEA MAP READING MEAN COMPARISON SPRING 2013



*NWEA 2011 norms were generated from over five million students nationwide.

MCA Proficiency

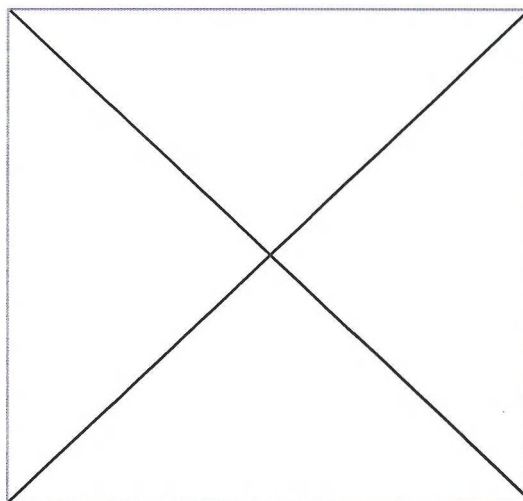
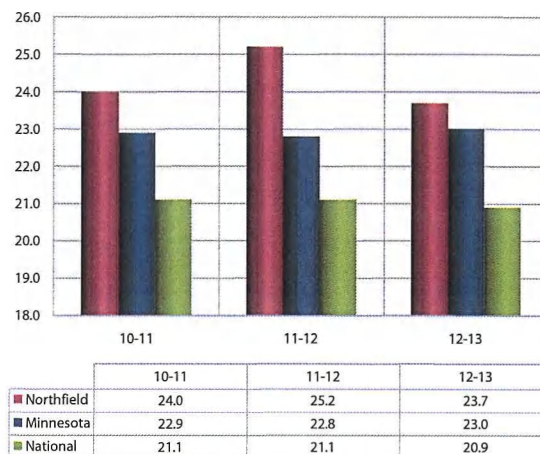
In 2013, students at Northfield Public Schools exceeded the Minnesota state average proficiency percentages on the Minnesota Comprehensive Assessments at all grade levels in math and reading and in science at grades 5 and 9 through 12.



Grades 9 - 12 Demographic Data

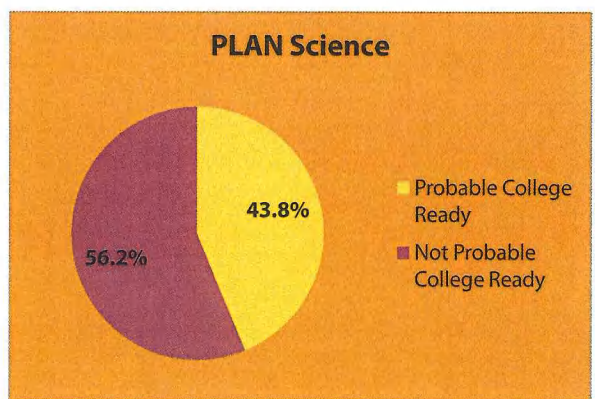
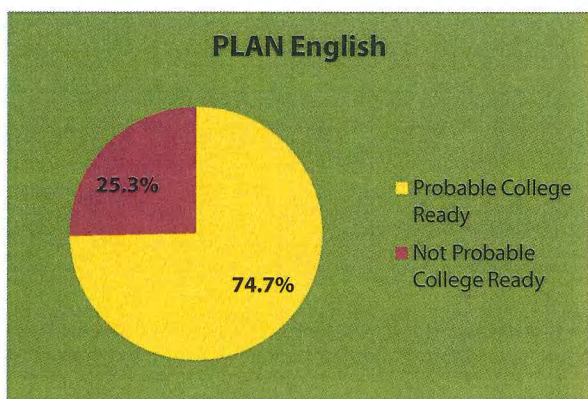
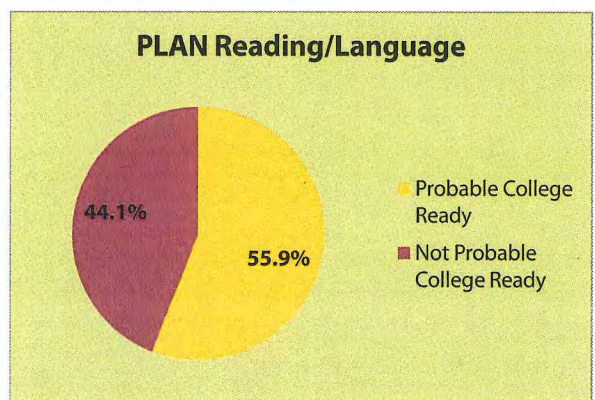
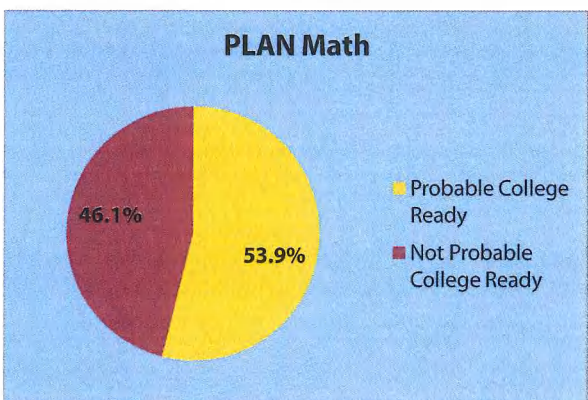
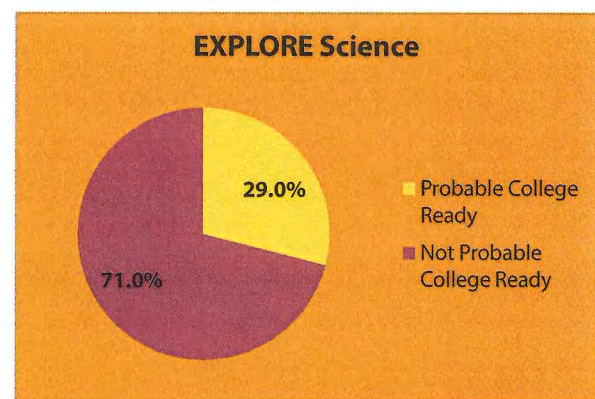
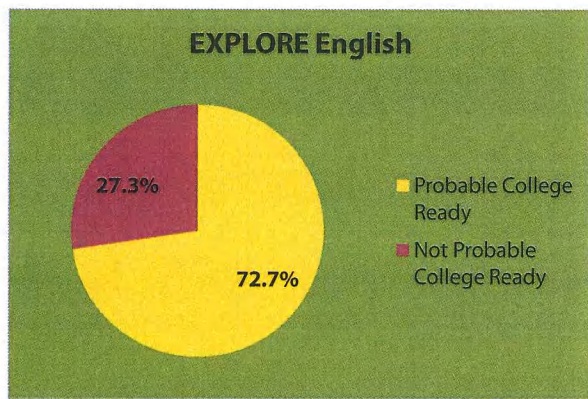
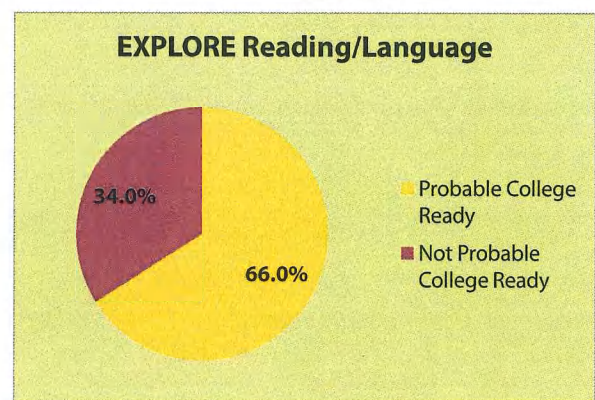
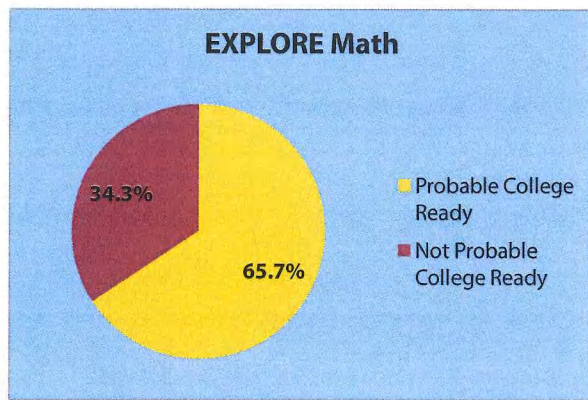
- 2012-13 Student Enrollment: 1405
- Passing MN GRAD writing exam on first attempt: 94.7%
- Passing MN GRAD writing exam on first attempt under IEP or 504 plan: 63.16%
- Passing MN GRAD writing exam on first attempt with ESL designation: 68.4%
- Exempt from basic tests: 0.5%

Northfield High School Composite ACT Scores 2011-2013



Northfield High School students have a consistent track record of outperforming both state and national mean scores on high school ACT tests. The Northfield High School four-year graduation rate for 2012 was 96.42%.

All students take the EXPLORE in eighth grade and the PLAN in grade 10. These test results identify the percentage of students with potential college readiness in the areas of math, reading/language, English and science.



Testing Schedule

Northfield Public Schools will use assessments and testing to measure student growth, identify student needs, inform parents, guide curriculum and communicate district performance.

September 2013

- ◆ DIBELS retests Grades K-5 September 4 - September 20
- ◆ MAP Math and Reading (optional) all Grades September 16 - September 27
- ◆ MCA (OLPA) Mathematics Online (optional) Grades 3 - 8 September 30 - February 21

October 2013

- ◆ EXPLORE Grade 8 October 16
- ◆ PLAN Grade 10 October 28

November 2013

- ◆ GRAD Writing retests Grades 10-12 November 6; makeup November 12

January 2014

- ◆ MAP Winter Math and Reading (optional) All Grades January 5 - 17
- ◆ DIBELS Grades K-5 January 13 - January 31

February 2014

- ◆ ACCESS for ELLs February 3 - March 14

April 2014

- ◆ MCA Reading paper/pencil Grades 3 - 8 & 11, April 15 - 17; make-ups through May 2
 - MCA Reading Online (if chosen) Gr. 3 - 8 & 11, April 14 - 18; make-ups through May 9
- ◆ MCA Math Online, Grades 3 - 8 & 11 April 21 - 25; make-ups through May 9
- ◆ MCA Science Online Grades 5, 8, HS, April 28 - May 2; make-ups through May 16
- ◆ MCA MOD, MTAS, Reading, Math, Science, & Math Script April 7 - May 9

May 2014

- ◆ DIBELS May Grades K-5 May 1 - May 30
- ◆ MAP Spring Math and Reading All Grades May 5 - 23

A note from the Minnesota Department of Education regarding GRAD retests:

The offering of Reading and Mathematics GRAD retests the first Tuesday through Wednesday of the following week each month, is subject to change based on demand.

*OLPA Optional Local Purpose Assessments - consult your school newsletter for schedule updates

For more information or to become involved in our schools, contact one of these officials.

Board Members

Ellen Iverson, <i>Chair</i>	507.663.1023
Kari Nelson, <i>Vice Chair</i>	507.663.1833
Anne Maple, <i>Treasurer</i>	507.645.8501
Noel Stratmoen, <i>Clerk</i>	507.645.4506
John L. Fossum	507.645.0002
Rob Hardy	507.403.1238
Julie Pritchard	507.645.1365

Building Administrators

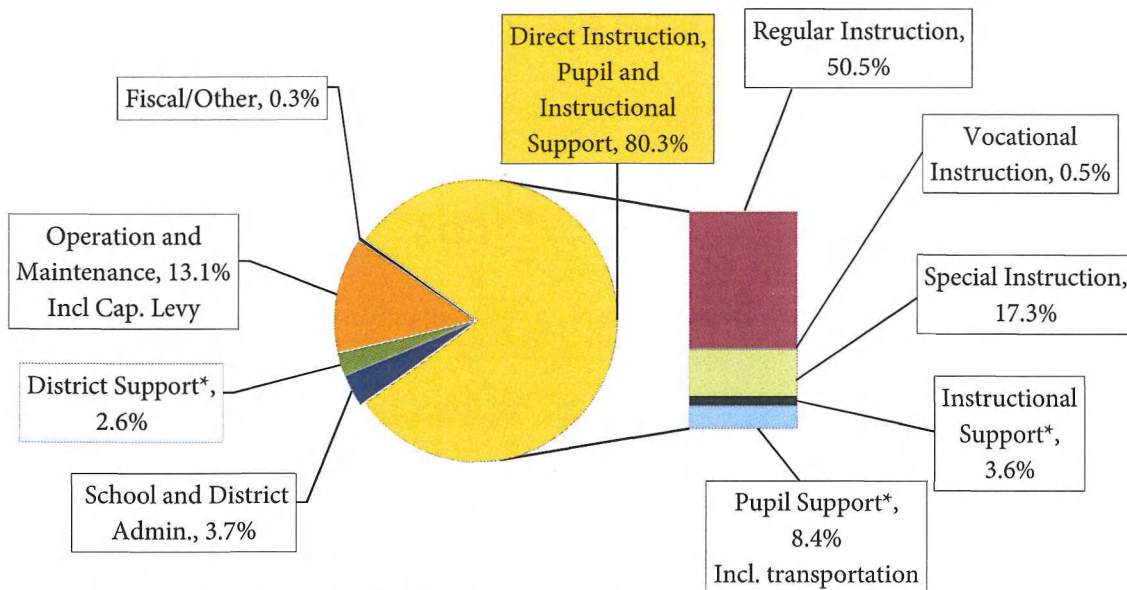
Longfellow School	
Mary Hanson, <i>Administrator</i>	507.645.3436
Bridgewater Elementary	
Nancy Antoine, <i>Principal</i>	507.664.3301
Greenville Park Elementary	
David Craft, <i>Principal</i>	507.645.3501
Sibley Elementary	
Scott Sannes, <i>Principal</i>	507.645.3471
Northfield Middle School	
Jeff Pesta, <i>Principal</i>	507.663.0651
Greg Gelineau, <i>Asst. Principal</i>	507.663.0680
Northfield High School	
Joel Leer, <i>Principal</i>	507.663.0630
Jeff Eckhoff, <i>Asst. Principal</i>	507.663.0635
Marnie Thompson, <i>Asst. Principal</i>	507.663.0635

District Administration

Superintendent of Schools	
L. Chris Richardson	507.663.0629
Director of Administrative Services	
Matt Hillmann	507.645.3458
Director of Buildings & Grounds	
Paul Bell	507.663.0618
Director of Child Nutrition	
Pam Haupt	507.663.0618
Director of Community Services	
Erin Mayberry	507.664.3650
Director of Finance	
Valori Mertesdorf	507.663.0620
Director of Human Resources	
Molly Viesselman	507.663.0624
Director of Special Education	
Cheryl Hall	507.645.3410
Director of Teaching and Learning	
Mary Hanson	507.645.3436

General Fund Expenditures 2012-13

Total Expenditures: \$40,965,359



*Instructional Support: curriculum & staff development and media centers;

*Pupil Support: counseling, guidance, health, and transportation services;

*District Support: business, human resources, and technology