

School Board Minutes

School Board Minutes

November 12, 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 7:30 PM. Fossum was absent.
The meeting started late due to the reception for National Merit Scholars and their families that preceded the Regular School Board meeting. This year Northfield High School has 5 commended scholars.
- 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 October 28, 2013, were unanimously approved.
- V. Announcements and Recognitions
 - KARE 11 did a story on the book written by Earl Weinmann's SCOPE students – *Our Story: A Guide to the History of Northfield*. The reporter first interviewed high school students involved in the writing of the book and then visited Rich Guggisberg's third grade class at Sibley to record portions of a lesson. They also spoke to Earl Weinmann. The segment aired on the 6 PM news on October 30.
 - On October 27-28, 55 NHS DECA students attended the Fall Leadership Conference in Minneapolis. In addition to hearing two keynote speakers focusing on professionalism, motivation, and leadership, students attended break-out sessions to learn more about DECA and competition, how to be a future business and DECA leader, and how to prepare for college. Julie Wolner is the DECA Advisor.
 - The Northfield High School Concert Choir was an invited solo choir at the St. Olaf Choral Day Festival on November 3. The choir participated in the all-day event in mass choir rehearsals. That evening, the choir performed a solo set in addition to participating in a mass choir performance.
 - Maple praised the High School's fall theater production, the musical "Urinetown."
- VI. Items for Discussion and / or Reports
 1. Continuous Improvement Plan Presentations – Northfield Middle School and Community Services.
Principal Jeff Pesta and students Madison Hince and Jorge Salinas, Jr. presented the Middle School's continuous improvement plan to the Board. The presentation began with Principal Pesta, Madison and Jorge speaking about the Middle's Schools two achievement and two climate SMART goals from the 2012-2013 school year and the progress that has been made. The achievement goals from last year will continue this year. There are three new climate goals for 2013-2014: (1) Develop a new site goal to implement Positive Behavior Interventions and Supports (PBIS); (2) Promote school resource efficiency and literacy by preparing for the national Green Ribbon Schools application; (3) Establish a symbolic partner school relationship with Maltrata, Veracruz, Mexico to promote language and cultural exchange between the staff and students within academic contexts. The Board requested that Principal Pesta keep them informed as this partnership develops.

The Community Services site improvement plan was presented by Director Erin Mayberry and Sara Line, Early Childhood Coordinator. They spoke about the progress being made on the development of a Collective Impact Initiative in the community and the changes that have been implemented in the early childhood programs to ensure that "by 2020 all Minnesota children will be school-ready upon entry to kindergarten."

VII. Superintendent's Report

A. Items for Individual Action

1. American Education Week Proclamation.

American Education Week is November 18 – 22, 2013. The following are the events being planned in recognition of the 92nd annual observance of American Education Week. Both events are co-sponsored by the Northfield Education Association (NEA).

- Retired Educators Luncheon, November 18 at the Northfield Community Resource Center (NCRC).
- Staff Appreciation Breakfast, November 27 at the Northfield Middle School.

Highlights will include recognition of those employees who have reached years of service milestones with the district, as well as the NEA's presentation of the "Teacher of the Year," "Paraprofessional of the Year" and "Friend of Education" awards.

On a motion by Nelson, seconded Hardy, by the Board unanimously approved the following Proclamation:

American Education Week Proclamation

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees--be they custodians or teachers, bus drivers or librarians--work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common enterprise;

NOW THEREFORE, the Northfield Public Schools Board of Education does hereby proclaim November 18 – 22, 2013, as the 92nd annual observance of American Education Week.

2. Agreement for Independent Contractor Services.

On a motion by Pritchard, seconded by Maple, the Board unanimously approved the Agreement for Independent Contractor Services with Teresa Rome to submit claims on behalf of the Northfield School District to the Minnesota Medical Assistance Program (MA) so that the District can be compensated for MA-eligible services provided to students. The term of the Agreement is from November 1, 2013 – June 30, 2014.

B. Items for Consent Grouping

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

1. Personnel Items.

a. Appointments*

1. Colleen Almen, Child Nutrition Associate I for 3.75 hours/day at the Middle School beginning 11/5/2013; \$13.82/hour.
2. Christina Chappuis, Educational Assistant Class IV 6.75 hours/day and Class I .33 hours/day at Sibley Elementary beginning 11/18/2013; Class IV, Step 3 - \$14.32/hour, Class I, Step 3 - \$13.27/hour.
3. Kathleen Connelly, Assistant Girls Basketball Coach at the High School beginning 11/18/2013 – 03/05/2014; Level E, Step 1.
4. Autumn Fabricant, Targeted Services PLUS Teacher at the Middle School for 5.0 hours/week beginning 11/05/2013 – 04/24/2014; Year 1- \$26.32/hour.
5. Melissa Gregory, Long Term Substitute EA-PCA at Sibley Elementary for .17 Class I, and 6.75 Class IV, beginning 11/13/2013 – 02/14/2014; Class I, Step 1 - \$12.59/hour; Class IV, Step 1 - \$13.49/hour.
6. Rich Guggisburg, Assistant Girls Softball Coach (9th Grade) at the High School beginning 03/10/2014 – 06/06/2014; Level F, Step 4.
7. Tony Rezac, Assistant Wrestling Coach at the High School beginning 11/18/2013 – 03/01/2014; Level E, Step 1.

8. William Seeberg, Homebound Instructor at the Middle School for 6 hours/week beginning 1/04/2013 – 01/24/2014; BA 60, Step 14.
 9. Dylan Warner – Student Site Assistant for KidVentures in the district schools for 2.5 hours/day beginning 11/7/2013; \$8.09/hour.
 10. Community Services Fall/Winter Recreations Positions:
 1. Sasha Mandle, CS Lifeguard \$8.00/hour beginning 11/11/2013 – 04/01/2014.
 2. Emily Verticchio, CS Birthday Parties/Basketball Coach, \$7.50/hour beginning 11/09/2013 – 04/01/2014.
 3. Nicole Youngberg, CS Water Safety Instructor \$10.00/hour, Lifeguard \$8.00/hour beginning 12/04/2013 – 04/01/2014.
 11. Joanne Clites, .50 FTE Long Term Substitute Grade 2 Teacher at Sibley Elementary for 4 hours/day beginning 11/12/2013 – 12/20/2013; BA, Step 3.
 12. Samantha Glowacki – PLUS Site Assistant at Greenvale Park for 5 hours/week beginning 11/14/2013 – 04/24/2014; Step 1 - \$11.25/hour.
 13. Dean Huschle, Supervisory EA-Building Greeter (Class I) at the High School for 5 hours/day beginning 11/11/2013 – 06/05/2014; Class I, Step 1- \$12.59/hour.
- b. Increase/Decrease/Change in Assignment
1. Mary Boyum, Class IV-Bus EA at Sibley for .83 hours/day, change to Class IV Bus EA for .92 hours/day beginning 10/24/2013 - 6/6/2014.
 2. Kathy Clark, Guidance Office Specialist at the High School for 6.5 hours/day (206 days), increase to 7.25 hours/day (206 days) beginning 11/05/2013.
 3. Rebecca Glassing, .70 FTE HS Media Specialist at the High School, change to .80 FTE beginning 11/6/2013 – 1/27/2014, and to 1.0 FTE for second semester beginning 1/28/2014 – 06/06/2014.
 4. Sherri Goehring, Class II EA for 6.5 hours/day and CNA I for .50 hours/day at the ALC, change to Class II EA for 6.75 hours/day and CNA I for .25 hours/day beginning 11/01/2013.
 5. Karna Hauck, .8 FTE Art Teacher at the High School, change to 1.0 FTE Art Teacher at the High School for Quarter 2 beginning 11/05/2013 – 1/27/2014.
 6. Nancy Kluver, Secretary for Teaching & Learning at Longfellow for 5 hours/day for 200 days/year, change to 6 hours/day for 228 days/year (.75) beginning 11/01/2013.
 7. Hope Langston, RTI Coach at Bridgewater, add Targeted Services PLUS Teacher for 2.5 hours/week at Bridgewater beginning 10/31/2013 – 04/24/2014.
 8. Kathleen Mellstrom, Educational Assistant-PCA Class IV at the Middle School, change to EA-PCA Class IV for 6.75 hours/day at the High School beginning 11/05/2013 – 06/06/2014.
 9. Margie Podominick, 1.0 FTE LTS at Sibley for Kindergarten & Grade 3, change to 1.0 FTE LTS Kindergarten at Sibley beginning 11/11/2013 – 06/06/2014.
 10. Lindsay Schacht, Targeted Services PLUS Site Leader at BW for 8.0 hours/week, change to Targeted Services Plus Site Leader at BW for 6 hours/week beginning 10/28/2013 – 04/24/2014.
 11. Nancy Sparby, Office Generalist at the High School for 7.5 hours/day (174 days), decrease to 6.5 hours/day (174 days) beginning 11/05/2013.
 12. Sara Webster, .7 FTE Speech/Language Teacher at Sibley/Longfellow, change to .9 FTE Speech/Language Teacher at Sibley/Longfellow beginning 11/13/2013 – 06/06/2014.
- c. Leaves of Absence
1. Natalie Crooks, Childcare Leave of Absence beginning on 11/18/2013 – 01/03/2014.
 2. Heather Olivier, 1.0 FTE Orchestra Director at the High School/Middle School, FMLA Childcare Leave of Absence from on or about 01/10/2014 – 03/31/2014.
 3. Heather Olivier, 1.0 FTE Orchestra Director at the High School/Middle School, .40 FTE Childcare Leave of Absence from her high school teaching position from 04/01/2014 – 06/06/2014.
 4. Amy Pfefferle, 1.0 FTE Elementary Teacher, Amended FMLA Leave of Absence from intermittent leave to .50 FTE Leave of Absence from 11/11/2013 – 12/20/2013.

d. Resignations

1. Mishia Edwards, declined employment offer, effective 10/29/2013
2. Uriel Lazaro, declined employment offer, effective 10/29/2013.
3. Jessica Bester, 9th Grade Softball Coach, resignation effective 11/03/2013.
4. LeAnne Fricke, Assistant Gymnastics Coach, resignation effective 11/6/2013.
5. Kevin George, Assistant Speech Coach, resignation effective 11/5/2013.
6. Jennie Scholes, Assistant Girls Gymnastics Coach, resignation effective November 7, 2013.

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

VIII. Items for Information

1. Enrollment Report – November 2013.

2. Enrollment Options Report.

Student Information Systems Specialist Christine Neset provided the 2013-2014 Enrollment Options Report. The Northfield Public Schools has 281 students attending our schools from other school districts this school year compared to 278 last year. 755 Northfield students are attending school elsewhere, including other public schools (193), charter schools (268), home schools (109) and non-public schools (185). This compares to 838 students last year.

IX. Future Meetings

Thursday, November 21, 2013, 7:00 PM, Work Session, Northfield High School Media Center
Monday, November 25, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, December 9, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Nelson, the Board adjourned at 8:50 PM.

Noel Stratmoen
School Board Clerk