

School Board Minutes

School Board Minutes

November 25, 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. Nelson 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 Maple, seconded by Pritchard, the minutes of the Regular School Board meeting held on November 12, 2013, were unanimously approved.
- V. Announcements and Recognitions
 - The Northfield Middle School's student run bookstore, *The Tattered Pages* is now accepting donations for the upcoming seventh *Annual Holiday Shopping Extravaganza*.
 - 455 lbs of food was collected for Greenvale Park's "stuff the turkey" food drive.
 - Bridgewater is holding Grandparents Day on November 26.
 - Thank you to all of the elementary safety patrols.
 - Best wishes to the musical groups as they perform many times over the coming holiday season.
 - The Girls Swimming and Diving team finished 9th at the State Meet. Diver Bailey DuPay was the State Diving Champion for the third year in a row.
 - Mary Hansen introduced the new director of the Area Learning Center, Daryl Kehler.
- VI. Items for Discussion and / or Reports
 1. Continuous Improvement Plan Presentations – Bridgewater Elementary School and Northfield High School.
The site continuous improvement plan presentations by Bridgewater Elementary School and the High School first documented the progress made on each building's site improvement goals from the 2012-13 school year, then representatives from each building described their building's 2013-14 site improvement goals, the data or evidence that was used to identify those goals, and the specific performance targets that will be used to determine success in reaching the goals. The presentations also highlighted specific activities and that will be completed during the 2013-14 school year. Presenting for Bridgewater was Principal Nancy Antoine and RtI coaches Connie Nelson and Hope Langston. Principal Joel Leer and Special Education Teacher John Mahal presented the High School's improvement plan.
 2. FY 2013 Audit Report.
Craig Popenhagen, Partner with CliftonLarsonAllen, LLP, presented the results of the 2012-13 fiscal year audit. Comments focused on the Executive Audit Summary and the Schedule of Federal Awards.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. FY 2013 Audit.
On a motion by Fossum, seconded by Stratmoen, the Board unanimously accepted the 2012-2013 audit report as presented.
 - B. Items for Consent Grouping
On a motion by Fossum, seconded by Maple, the Board unanimously approved the items under the Consent Grouping.

1. Financial Reports – July, August and September 2013.

The Board approved the following:

- Paid bills totaling \$1,608,764.70, payroll checks totaling \$658,546.52, bond payments totaling \$774,128.83 and the financial reports for July 2013.
- Paid bills totaling \$1,409,561.53, payroll checks totaling \$637,224.28 and the financial reports for August 2013. There were no bond payments made in August 2013.
- Paid bills totaling \$1,705,524.21, payroll checks totaling \$2,721,565.01 and the financial reports for September 2013. There were no bond payments made in September 2013.

2. Personnel Items.

a. Appointments*

1. Melissa Bernard, Assistant Gymnastics Coach at the High School beginning 11/14/2013 – 02/22/2014; Level E.
2. Rachael Hudson, Co-Musical Director at the Middle School (seasonal) beginning 12/05/2013 – 04/21/2014; Level I & Level K, 50% Stipend, Step 3.
3. Tyler Hudson, Co-Musical Director at the Middle School (seasonal) beginning 12/05/2013 – 04/21/2014; Level I & Level K, 50% Stipend, Step 5.
4. Amy Klein, High School Activities-Asst. Speech Coach beginning 12/01/2013 – 04/12/2014; \$12.00/hour.
5. Susan Oftedahl, .4 FTE Long-Term Substitute Orchestra Teacher at the High School beginning 04/01/2014 – 06/06/2014; Daily Substitute Rate.
6. Margaret Paradise, 1.0 FTE Long Term Substitute Fifth Grade Teacher at Bridgewater beginning 11/18/2013 – 1/10/2014 (1/2 days 1/6-10/2014; MA, Step 3.
7. John Sand, High School Activities Life of an Athlete Facilitator beginning 11/14/2013 – 06/06/2014; Level H, Step 1.
8. Susan Mary Nelson, .55 FTE READ 180 Long-Term Substitute Teacher at Bridgewater beginning on or about 12/09/2013 – 02/28/2014; Substitute Daily Rate of Pay. (no more than 15 consecutive days per teaching license)
9. Activity Event Workers, as listed on a Memo from Tom Graupmann dated 11/22/13.

b. Increase/Decrease/Change in Assignment

1. Elizabeth Brewer, EA-Class IV (LI Room) at the Middle School for 6.75 hours/day, change to EA-Class IV (MMMI Room) at the MS for 6.75 hours/day beginning 11/18/2013.
2. Elliot Courchaine, EA-Class IV at the Middle School, add 2 hours/day on Thursdays and Fridays at the High School for after school wrestling supervision 11/21/2013 – 03/01/2014.
3. Amanda George, KidVentures Site Assistant at GVP, change to KidVentures Site Assistant at Sibley & Bridgewater beginning 11/18/2013.
4. Zeebo Karouso, KidVentures Site Assistant at Sibley, change to KidVentures Site Assistant at GVP, Sibley and Bridgewater beginning 11/18/2013.
5. Linda Wasner, EA-Class IV at the High School, add 2 hours/day on Mondays & Wednesdays for after school wrestling supervision beginning 11/20/2013 – 03/01/2014.
6. Shelly Cole, Asst. Family Services Collaborative Coordinator at Community Services for 25 hours/week, change to 30 hours/week beginning 11/16/2013.
7. Elliott Courchaine, Educ. Asst. Class IV at the Middle School for 5.07 hours/day through 01/03/2014, change to EA Class IV at the Middle School for 6.75 hours/day beginning 11/25/2013 – 06/06/2014.
8. Claudia Roman-Jimenez, MSYC Site Assistant at the Middle School for 10 hours/week, change to MSYC Site Asst. for 6.25 hours/week; add Long-Term Substitute EA Class IV at the Middle School for 6.75 hours/day beginning 11/25/2013 – 12/20/2013. Effective 01/06/2014 Claudia will return to her hours as MSYC Site Assistant for 10 hours/week.

c. Leave of Absence

1. Paula Baragary, FMLA Leave of Absence beginning 11/25/2013 through 12/06/2013.

d. Resignation

1. Melissa Gregory, Educational Assistant at Sibley, resignation effective 11/22/2013.

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

3. Gift Agreement.

The Board accepted a \$1500 gift from Kregg and Elizabeth Hurlbert to be used toward upgrading and repairing the timing equipment at the swimming pool located at Northfield Middle School.

VIII. Items for Information

1. Fall Parent-Teacher Conferences.

	<u>2013</u>	<u>2012</u>
Greenvale Park	96%	98%
Sibley	99%	99%
Bridgewater	95%	99%
Middle School	82%	78%
High School	46%	41%
Area Learning Center	61%	50%

IX. Future Meetings

Monday, December 9, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, January 13, 2014, 7:00 PM, Organizational School Board Meeting followed by Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Maple, the Board adjourned at 8:35 PM.

Noel Stratmoen
School Board Clerk