

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Minutes  
January 13, 2014  
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 7:06 PM. No one was absent.
- II. Agenda Changes / Table File  
The table file was added.
- III. Public Comment  
Angel Dockendorf, 1207 Sunset Court, Northfield, expressed her opposition to moving the District DCD Moderate program from Sibley Elementary to Greenvale Park Elementary.
- IV. Approval of Minutes  
On a motion by Nelson, seconded by Pritchard, minutes of the Regular School Board meeting held on December 9, 2013, were unanimously approved.
- V. Announcements and Recognitions
  - The PRIMEtime collaborative learned that it received a \$10,000 grant from the Southeastern Minnesota Arts Council (SEMAC). The grant will support bringing artists into the PLUS, Summer PLUS and Middle School Youth Center sites to lead art workshops with students between now and September 2014. The grant will support over 90 such visits.
  - The Northfield Middle School Student Council has used their school dance proceeds to make a donation of \$2901.50 to the Northfield Community Action Center.
  - The Minnesota Interscholastic Athletic Administrators Association has named Tom Graupmann as the State Activities Administrator of the year. Congratulations Tom!
  - The Senate Education Finance Committee is undertaking a tour of several school districts across the state and will be stopping at Northfield High on January 17.
  - Northfield Public Schools and the Northfield Chamber of Commerce are holding a Business Summit on Monday, January 27 from 7 – 9 a.m. at College City Beverage. The purpose of this summit is to help the school district gain an understanding of the workforce needs of businesses in the Northfield community, inform the business community of school programs that could support students in gaining needed skills and seek ways to enhance collaboration between the school district and the business community.
  - Becki Harr has been selected as the VFW Post 4393 Teacher of the Year. Becki qualified for the District 1 teacher of the year honors, and she won that too! Becki will be honored as the District 1 VFW Teacher of the Year at a district meeting in Austin on February 1. After that, she will be entered into the state contest. Congratulations Becki!
  - The district is holding two meetings in January for the public to provide feedback on the transformational technology initiative, from 7 – 8:30 PM at the middle school on January 16 and January 21.
  - Four students from Northfield High School and two students from Northfield Middle School were selected by the Minnesota String and Orchestra Teachers Association (MNSOTA) to play in the 2014 Middle Level Honors Orchestra. Their performance will take place on February 15, as part of the Minnesota Music Educators Association convention.
  - Thank you to Allyson and Matt Bernstorff for their fundraiser; Sweet Charity Holiday Benefit – Giving Never Tasted So Good. The three recipients of the year's fundraiser were Ruth's House, the Community Action Center food shelf and the school district's ALC Backpack Program. The event raised \$13,000 and the ALC Backpack Program directly received a little over \$4000.
- VI. Items for Discussion and / or Reports
  1. Prairie Creek Community School and Arcadia Charter School Annual Reports.  
Simon Tyler, Director of Prairie Creek Community School, and Ryan Krominga, Director of Arcadia, provided a joint presentation of the programs being provided in their two charter schools.

Simon Tyler presented a review of Prairie Creek's eleventh year of operation as a charter school under the sponsorship of the Northfield Public Schools and an overview of this current school year. Ryan Krominga reviewed Arcadia's program and presented their 2012-2013 Annual Report. Arcadia, formerly ARTech, is in its tenth year of operation. Prairie Creek and Arcadia's 2012-2013 annual reports and data sheets were distributed to board members. These reviews and written reports fulfill state requirements for annual reporting as well as our District's request that each charter school authorized by the Northfield Public Schools present an annual report to the School Board. The power point presented will be emailed to board members.

VII. Superintendent's Report

A. Items for Individual Action

1. All Day Kindergarten Space in Elementary Buildings.

On a motion by Pritchard, seconded by Maple, the Board unanimously approved providing space for four Kindergarten classrooms at Sibley Elementary School by relocating the District DCD Moderate program from Sibley Elementary to Greenvale Park Elementary beginning in the 2014-15 school year. This provides a minimum of four full day kindergarten classrooms in each elementary building in order to support the implementation of state funded all day kindergarten in the Northfield Public Schools for the 2014-15 school year and beyond.

2. Demographic Study.

On a motion by Fossum, seconded by Stratmoen, the Board unanimously approved the proposal of Hazel Reinhardt Consulting Services to complete an Enrollment Projection Study and Housing Unit Study at a cost not to exceed \$9,300.00.

3. School/Site Improvement Plans.

On motion by Nelson, seconded by Fossum, the Board unanimously approved the seven school site improvement plans for the 2013-14 school year.

B. Items for Consent Grouping

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

1. Region Facilities Use Agreement.

The School Board approved the Region Facilities Use Agreement with the Minnesota State High School League (MSHSL). The MSHSL is formalizing a process that has been in place in Northfield for several years. Anyone employed for a Region game needs to be an employee of the Northfield Public Schools and not the MSHSL.

2. Grant Application to the MN State High School League Foundation.

The School Board approved a \$5,000 grant request from Northfield High School to the MSHSL Foundation to be used as core funding for the RALIE and Life of an Athlete programs.

3. Student Activity Account – Speech.

The Board approved designating up to \$2000 from the Speech Team's student activity account to pay for additional coaches to work with participants. The rate of pay will be \$12 - \$14 per hour. The Speech Team intentionally fundraised so that more coaches could be secured.

4. Gift Agreement.

The Board accepted a \$13,248.29 gift from the Greenvale Park PTO to Greenvale Park Elementary School to be used at Greenvale Park as follows:

Field Trip Fund for Students - \$5,258.00; Licensed Staff Classroom Funds - \$4,200.00;  
Funds for Specialists - \$2,573.72; Music Teacher Funds - \$600.00; Music Bleachers - \$616.57

4. Personnel Items.

a. Appointments\*

1. Trisha Beacom, Early Ventures Site Assistant at Longfellow/Community Services for 19 hours/week beginning 01/06/2013; Step 3 - \$11.84/hour.

2. Nikki Elliott, Early Ventures Site Assistant at Longfellow/Community Services for 36 hours/week beginning 01/06/2014; Step 3 - \$11.84/hour.
  3. Daniel Ericksen, 1.0 FTE Long Term Substitute Orchestra Teacher at the MS & HS, beginning on or about 01/10/2014 – 03/21/2014; BA-Step 1.
  4. Amy Franklin, ECFE Long Term Substitute Teacher at the NCRC beginning 01/13/2014 – 03/21/2014 for 4 hours/day Monday-Thursday; Year 2 - \$24.36/hour.
  5. Karen Roback, Middle School EA-PCA (Class IV) at the Middle School for 20 hours/week beginning 01/08/2014 – 06/06/2014; Class IV, Step 1 \$13.49/hour.
  6. Elizabeth Robinson, PLUS Site Assistant at Greenvale Park Elementary for 1.25 hours/day beginning 01/10/2014 – 04/24/2014; Step 1, \$11.25/hour.
  7. Maelynn Rosas, Middle School Youth Center Site Assistant for up to 7 hours/week beginning 01/08/2014 – 05/15/2014; Step 1, \$11.25/hour.
  8. Emily Shimota, Community Services Swimming Lessons & Birthday Party Staff \$7.50/hour; Lifeguard \$8.00/hour beginning 12/09/2013 – 04/01/2014.
  9. Elizabeth Schmidt, Long Term Substitute EA-PCA (Class I .17 hours/day & Class IV 6.75 hours/day) at Sibley for 6.92 hours/day beginning 01/08/2014 – 06/06/2014; Class I-Step 2 \$12.95/hour; Class IV-Step 2 \$14.00/hour.
  10. Tom Sola, Weight Room Assistant at the High School beginning 12/16/2013 – 03/21/2014; Level K, Step 1 (25% stipend shared position).
  11. Paul Stanaway, Middle School Weight Room Coach (Spring) beginning 02/03/2014 – 03/22/2014; Level K, Step 1.
  12. Bob Sullivan, Weight Room Assistant at the High School beginning 12/16/2013 – 03/21/2014; Level K, Step 1 (25% stipend shared position).
  13. Alisha Traeder, KidVentures Site Assistant at Greenvale Park Elementary for 2.5 hours/day beginning 01/06/2013; Step 1 - \$11.25/hour.
  14. Event Workers – Activities:  
John Bade, Fred Beumer, Sydney Delp, Rosemary Fink, Amanda George, Stacy Gustafson, Candace Hard, Anne Jarvis, Mark Langevin, Elizabeth Robinson, Jennifer Severson, Alisha Traeder, Nicole Wagner and Connor Wray
  15. Community Services Fall/Winter Recreations Positions – beginning 02/01/2014 – 04/01/2014:  
Savannah Dimick, Basketball Staff, \$7.50/hour; Derek Henle, Basketball Coach, \$9.00/hour; Michael Hodges, Boys Basketball Program Supervisor, \$10.00/hour; Christopher Kragness, Basketball Coach, \$9.00/hour; Anna Pfeifferle, Basketball Staff, \$7.75/hour; Claire Vasilis, Basketball Staff, \$7.75/hour.
  16. Debra Miller, KidVentures Site Assistant at Sibley for 2 hours/week beginning 01/22/2014 – 06/04/2014; Step 3, \$11.84/hour.
  17. Elizabeth Robinson, KidVentures Site Assistant at Bridgewater for 2 hours/week beginning 01/15/2014 – 06/04/2014; Step 1, \$11.25/hour.
  18. Nicole Wagner, Assistant Speech Coach (shared) at the High School beginning 01/15/2014 – 04/12/2014; Level H, Step 1 (1/2 stipend).
  19. Michael Zell, Community Services Fall/Winter Recreation Tennis Supervisor beginning 01/14/2014 – 04/01/2014; \$10.00/hour.
- b. Increase/Decrease/Change in Assignment
1. Carol Beumer, Educational Assistant-PCA (Class IV) at the High School, change from 6.5 hours/day to 6.75 hours per day, retroactive to 09/03/2013 – 06/06/2014.
  2. Elaine Harries, ALC Special Education Instructor, add homebound instructor for 5 hours/week beginning 01/06/2014.
  3. Katherine Klein, Long-Term Substitute Life Science Teacher at the Middle School, extended time to begin 01/06/2014 – 01/27/2014.
  4. Karen Koester, Business Education Teacher at the High School, change from 1.0 FTE to .60 FTE for semester 2 beginning 01/28/2014 – 06/06/2014.
  5. Margaret Paradise, LTS 5<sup>th</sup> Grade Teacher at Bridgewater from 11/18/2013 – 12/20/2013; change last day of work to 12/13/2013.
  6. Kristy Severson (Endersby), LTS teacher at Sibley, add additional substitute hours for ½ day beginning 12/11/2013 – 12/20/2013.

7. Rustianna Mechura, Targeted Services PLUS Site Lead, add Targeted Services PLUS Enrichment Coordinator at Sibley, Greenvale Park and Bridgewater beginning 12/10/14 – 04/24/2014; \$18.00/hour.
  8. Alisha Traeder, KidVentures Site Assistant at Greenvale Park, change from 14.5 hours/week to 18.5 hours/week beginning 01/13/2014.
- c. Leaves of Absence
1. Teresa Findlay, FMLA leave of absence beginning 12/06/2013 – 12/18/2013, partial days 12/19/2013 – 12/20/2013.
  2. Dana Holden, FMLA leave of absence beginning 01/06/2014 on an intermittent basis as needed for up to 60 work days.
  3. Jeff Jasan, FMLA leave of absence beginning 12/16/2013 to continue for up to 60 work days.
- d. Retirement / Resignations
1. Asia Black, Early Ventures Site Assistant, resignation effective 12/13/2013.
  2. Nicole Gill, Education Assistant, resignation effective 12/30/2013.
  3. Samantha Glowacki, PLUS Site Assistant, resignation effective 12/19/2013.
  4. Amber Iwanski, Educational Assistant/Plus Site Assistant, resignation effective 12/17/2013.
  5. Lois Kelly, Read 180 Education Assistant, resignation effective 01/06/2014. Lois will continue to work as a substitute Education Assistant.
  6. Karen Koester, Business Education Teacher at the High School, retirement effective 01/24/2014. Karen will continue to teach part time .60 FTE for the remainder of the 2013-14 school year – Semester 2 beginning 01/28/2014 – 06/06/2014.
  7. Lacey Neumann Bissonnette, Family School Education Assistant, resignation effective 12/13/2013. Lacey will continue to work as a substitute EA with the ECFE classes, including Family School and Sibling Care.
  8. Heidi Peterson, MS Life Science Teacher, resignation effective 12/28/2013.
  9. Rachel Woldum, MS Youth Center Site Assistant, resignation effective 01/01/2014.
  10. Amber Iwanski, Educational Assistant/Plus Site Assistant, amended date of resignation effective 12/31/2013.

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

#### VIII. Items for Information

1. 2014-2015 School Year Calendar.

The 2014-15 School Year calendar, as recommended by the District Meet and Confer Committee, which met on January 7, 2014, was presented to the Board. The calendar maintains 174 student contact days and reflects the interests identified by the District. Finally, it addresses the need to identify student make-up days in the event that we continue to experience multiple weather-related closings in the coming years. The Board will be asked to take action on the proposed 2014-2015 school year calendar at its meeting on January 27, 2014, after additional consultation between District and Association leadership.

2. Proposed 2013-14 Student Make-Up Day.

Due to the extremely cold temperatures associated with this January's 'Polar Vortex', we already have had two weather-related full day school cancellations. The Board was asked to consider authorizing administration to convert a current non-student day to a student contact day (students attend school) should the District need to cancel two additional full-day, student-contact days (bringing the total to four) before March 24, 2014, the beginning of Spring Break. The Board will be asked to take action on the proposed 2013-14 student make-up day at its meeting on January 27, 2014, after additional consultation between District and Association leadership.

3. Educational Assistant Recognition Week – January 12-18, 2014.

This week has been designated as Educational Assistant Recognition Week. Buildings are recognizing the contributions of Educational Assistants this week.

4. TIES Exceptional Teachers.

Northfield Middle School Science teachers Amy Allin and Katrina Meehan were recognized as TIES Exceptional Teachers at the TIES 2013 Education Technology Conference on December 17.

5. Facilities Study

The Superintendent's Cabinet proposed that the District undertake a comprehensive facilities study. The study would review all of the current district facilities and provide a thorough report reflecting the ability of our current facilities to meet the needs of our students and educational programming in the future. It will also provide facilities recommendations based on this review and the results of the Enrollment Projection Study and Housing Unit Study. The Board will be asked to take action on the proposed Facilities Study at its meeting on January 27, 2014.

6. Enrollment Report – January 2014

IX. Future Meetings

Monday, January 27, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, February 10, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Maple, the Board adjourned at 9:51 PM.

Noel Stratmoen  
School Board Clerk