

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: L. Chris Richardson, Ph.D., Superintendent
RE: Table File Items for April 14, 2014, Regular School Board Meeting

VII. Superintendent's Report

A. Items for Individual Action

2. Approval of Capital Facilities Bond Bid.

Heather Casperson from Public Financial Management (PFM) will present the results of the capital facilities bond sale. The Board approved the resolution of intent for these bonds at the February 10th Board meeting. There were eight bidders for the bond sale. PFM is recommending the District accept the bid from Robert W. Baird. This bid contains an interest rate that is lower than originally anticipated and will allow the District to complete additional capital facilities work while reducing the amount of deferred maintenance fund balance that must be expended to complete the projects.

Superintendent's Recommendation: Motion to accept PFM's recommendation to award the bid for capital facilities bonds to Robert W. Baird and to approve the Resolution Awarding the Sale, Determining the Form and Details, Authorizing the Execution, Delivery, and Registration, and Providing for the Payment of \$1,525,000 General Obligation Capital Facilities Bonds, Series 2014A.

B. Items for Consent Grouping

1. Revised Recommendation for Capital Roofing Bids for Greenvale Park and Northfield High School and Tuck Pointing at Greenvale Park.

Due to the favorable results of the capital facilities bond bids, a lower portion of the overall bond will need to be spent on interest. This allows the District to amend Director of Buildings and Grounds Paul Bell's recommendation provided in the Board packet to include Northfield High School girls' locker room roof project. The total recommended projects total \$1,564,718. The District's deferred maintenance fund balance will be required to cover only \$8,293.90, rather than the \$26,258 originally projected.

2. Grant Requests.

Three additional grant requests:

- To Southern Minnesota Initiative Foundation (SMIF):
 - ✓ Community Services – School Readiness programs and ECFE – is requesting to renew their three year AmeriCorps Leap agreement. This program provides a full-time member to connect with and work with the most at-risk students and their families to provide them the extra support they need to have a successful start to school.
 - ✓ Northfield ECIC – is requesting 750 books for their LINK free book shelf in both Spanish and English.
- To Southeast Minnesota Arts Council (SEMAC)
 - ✓ Community Services – Early Childhood Initiative Coalition – is requesting \$3,000 to support the summer entertainment series, Books & Stars, to expose the community to a variety of live entertainment, enhance literacy opportunities, create community and family connectedness, and offer experiential learning as a tool to make a connection to the arts.

3. Personnel Items.

a. Appointments *

9. Event Workers: Arnold William Nelson II and Rhea Mehrkens.

b. Increase/Decrease/Change in Assignment

2. Autumn Fabricant, Targeted Services Teacher, extended time from April 24th to May 8, 2014.

- c. Leaves of Absence
 - 13. Ann Ackerman, Speech/Language Teacher at Greenvale Park, Family/Medical Leave of Absence beginning on or about 09/27/2014 and returning to work on 01/05/2015.
 - 14. Dana Holden, Elementary Teacher at Bridgewater, .5 FTE Unpaid Leave of Absence for the 2014-2015 school year.
 - 15. Deborah Winkelman, HS/MS German Teacher, .2 FTE Unpaid Leave of Absence for the 2014-2015 school year; maintaining .2 FTE at the MS and .6 FTE at the HS.
 - d. Resignations / Retirements
 - 4. Amendment – Roger Jenni, Elementary Band Instructor and District Assessment Coordinator, retirement effective the end of the 2013-2014 school year.
 - 6. Jessica Jessen, Assistant Dance Team Coach at the High School, resignation effective 04/10/2014.
- *Conditional offers of employment are subject to successful completion of a criminal background check.*

VIII. Items for Information

2. Enrollment Report – April 2014.

A corrected enrollment report for April 2014 is enclosed in the Table File. The sixth grade class was inadvertently omitted from the total enrollment figure for the Middle School.



The PFM Group

Public Financial Management, Inc.
PFM Asset Management LLC
PFM Advisors

800 Nicollet Mall
Suite 2710
Minneapolis, MN 55402

612 338-3535
612 338-7264 fax
www.pfm.com

April 14, 2014

Superintendent Richardson and Board of Education Members
Independent School District No. 659 (Northfield Public Schools)
1400 Division Street South
Northfield, MN 55057

Dear Superintendent Richardson and Board of Education Members:

A competitive sale of \$1,525,000 General Obligation Capital Facilities Bonds, Series 2014A was scheduled for sale at 10:30 A.M. Central Time today. A total of eight bids were received for the Bonds. The bids for each series were as follows:

<u>Bidder</u>	<u>True Interest Rate</u>
Robert W. Baird & Co., Inc.*	1.8206%
United Bankers' Bank	1.8627%
Northland Securities, Inc.	1.8831%
Piper Jaffray	1.8897%
BMO Capital Markets	1.8974%
Raymond James & Associates, Inc.	1.9202%
UMB Bank N.A.	1.9932%
BOSC, Inc.	1.9957%

* Low Bidder.

These close bids are reflective of conditions in today's bond market and the District's "AA+" rating from Standard & Poor's Ratings Services.

The reoffering yields provided by Robert W. Baird & Co., Inc. compare favorably with the District's historical pricing on the Municipal Markets Data (MMD) Index. The Robert W. Baird & Co., Inc. bids also met all terms and conditions of the bond sale.

A copy of the complete results of sale is attached for your review.

It is recommended that the sale of General Obligation Capital Facilities Bonds, Series 2014A be awarded to the low bidder, Robert W. Baird & Co., Inc.

Respectfully submitted,

PUBLIC FINANCIAL MANAGEMENT, INC.

Heather Casperson
Senior Managing Consultant

Enclosures



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PFM Asset Management LLC
PFM Advisors

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RESULTS OF SALE

SALE DATE: April 14, 2014

**\$1,525,000 General Obligation Capital Facilities Bonds, Series 2014A
Independent School District No. 659 (Northfield Public Schools)**

Due: February 1, 2016 through 2025

Dated: May 13, 2014

Ratings: (Program/Underlying)

Bank Qualified: Yes

Bond Buyer 11 Bond Index: 4.03%

S&P: "AA+/AA+"

<u>BIDDERS</u>	<u>Address</u>	<u>Year</u>	<u>Rate</u>	<u>Yield</u>	
ROBERT W. BAIRD & CO., INC.	Milwaukee, WI	2016	2.000%	0.450%	<u>Price</u>
C.L. King & Associates	Hoboken, NJ	2017	2.000%	0.700%	
SAMCO Capital Markets	Dallas, TX	2018	2.000%	1.000%	\$1,584,174.10
Edward D. Jones & Co.	St. Louis, MO	2019	2.000%	1.150%	
WNJ Capital	Philadelphia, PA	2020	2.000%	1.400%	<u>NIC</u>
Cronin & Co., Inc.	Minneapolis, MN	2021	2.000%	1.650%	
Vining-Sparks IBG, Limited Partnership	Chicago, IL	2022	2.000%	1.850%	\$181,360.07
Loop Capital Markets	New York, NY	2023	3.000%	2.000%	
Crews & Associates, Inc.	Little Rock, AK	2024	3.000%	2.100%	<u>TIC</u>
Castle Oak Securities	New York, NY	2025	3.000%	2.200%	
Davenport & Co. L.L.C.	Richmond, VA				1.8206%
Ross Sinclair & Associates, LLC	Cincinnati, OH				
Duncan-Williams, Inc.	Memphis, TN				
Country Club Bank	Kansas City, MO				
Wedbush Securities Inc.	Phoenix, AZ				
Dougherty & Company LLC	Minneapolis, MN				
Isaak Bond Investments, Inc	Denver, CO				
R. Seelaus & Company, Inc.	Summit, NJ				
Alamo Capital WMBE	Walnut Creek, CA				
Oppenheimer & Co.	Kansas City, MO				
PNC Capital Markets LLC	Philadelphia, PA				
Bernardi Securities, Inc.	Chicago, IL				

<u>BIDDERS</u>	<u>Address</u>	<u>Year</u>	<u>Rate</u>	
UNITED BANKERS' BANK	Bloomington, MN	2016	0.450%	<u>Price</u>
		2017	1.700%	
		2018	0.950%	\$1,516,612.50
		2019	1.100%	
		2020	1.400%	<u>NIC</u>
		2021	1.650%	
		2022	1.950%	\$180,582.71
		2023	2.050%	
		2024	2.200%	<u>TIC</u>
		2025	2.300%	
				1.8627%

<u>BIDDERS</u>	<u>Address</u>	<u>Year</u>	<u>Rate</u>	
NORTHLAND SECURITIES, INC.	Minneapolis, MN	2016	2.000%	
		2017	2.000%	
		2018	2.000%	\$1,541,695.65
		2019	2.000%	
		2020	2.000%	<u>NIC</u>
		2021	2.000%	
		2022	2.000%	\$183,522.10
		2023	2.000%	
		2024	2.100%	<u>TIC</u>
		2025	2.300%	
				1.8831%

<u>BIDDERS</u>	<u>Address</u>	<u>Year</u>	<u>Rate</u>	
PIPER JAFFRAY	Minneapolis, MN	2016	3.000%	
		2017	3.000%	
		2018	3.000%	\$1,624,571.85
		2019	3.000%	
		2020	3.000%	<u>NIC</u>
		2021	3.000%	
		2022	3.000%	\$190,465.65
		2023	3.000%	
		2024	3.000%	<u>TIC</u>
		2025	3.000%	
				1.8897%

<u>BIDDERS</u>	<u>Address</u>	<u>Year</u>	<u>Rate</u>	
BMO CAPITAL MARKETS	Chicago, IL	2016	2.000%	
		2017	2.000%	
		2018	2.000%	\$1,539,963.50
		2019	2.000%	
		2020	2.000%	<u>NIC</u>
		2021	2.000%	
		2022	2.000%	\$184,758.79
		2023	2.000%	
		2024	2.125%	<u>TIC</u>
		2025	2.250%	
				1.8974%

April 14, 2014

Northfield Public Schools Board of Education

CAPITAL FACILITIES RECOMMENDATION ADDENDUM

Due to the favorable results of the capital facilities bond bids, a lower amount of the overall bond will need to be spent on interest. This allows the District to amend Director of Buildings and Grounds Paul Bell's recommendation included in the Board packet to include the Northfield High School girls locker room roof project.

This revised recommendation includes:

The original recommendation included:

Roofing Projects

Northfield High School D and M Wings: \$545,480 (Central Roofing)

Greenvale Park Elementary: \$846,278 (Interstate Roofing)

Tuck Pointing Project

Greenvale Park tuck pointing \$109,500 (A & M Construction)

Subtotal \$1,501,258

Recommended Additional Project

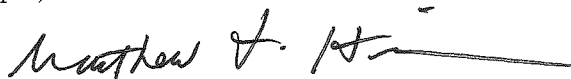
Northfield High School Girls Locker Room \$63,460 (Central Roofing)

Total Project Costs: \$1,564,718

Total Funding Available: \$1,556,424.10

Difference: (\$8,293.90)

The deferred maintenance fund balance will now only need to cover **\$8,293.90** rather than the **\$26,258** originally projected.



Matt Hillmann, Director of Administrative Services

Grant Application Approval Form

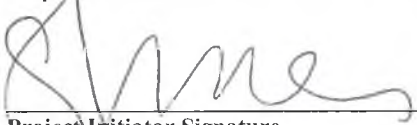
April 10, 2014

Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the School Board before the proposal is submitted. This form will accompany all requests to the School Board and will be filed with the Grant Coordinator along with a copy of the completed grant proposal. All proposals must:

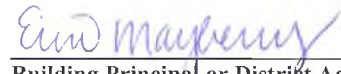
- Support the District's mission and goals.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District if required.

Grant Proposal Information	
Project Title	AmeriCorps Leap Member
Project Period	From: August 2014-July 2017
Funding Source	SMIF
Application Deadline	May, 2014
List all Grant Applicants	Community Services
School/Department	School Readiness programs and ECFE
Contact Person	Sara Line Phone No. 507-645-1232
Project Information	
Brief Proposal Description	We are seeking to renew our three year AmeriCorps Leap agreement with SMIF. This program provides a full time member to connect with and work with our most at risk students and their families to provide them the extra support they need to have a successful start to school.
Project Goal (in one Sentence)	The goal is to provide our at-risk families with supplemental services to ensure they are ready to be successful in school; specifically in the areas of social/emotional development and early literacy.
List All Personnel Involved in Application	Sara Line, ECIC Coordinator
Budget Information	
Amount Requested	1 full time member for each school year
Matching Funds	\$1500 placement fee per year
Source of Matching Funds	SR/ECFE budget

Required Documents Attached: Completed Application Rough Draft Summary of Application



 Project Initiator Signature



 Building Principal or District Administrator Signature

Approved by the School Board Not Approved by the School Board Date _____

Grant Application Approval Form


April 10, 2014

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- Support the District's mission and goals.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District if required.

Grant Proposal Information	
Project Title	Leaping Literacy
Project Period	From: September 2014-August 2015
Funding Source	SMIF
Application Deadline	April 15, 2014
List all Grant Applicants	Northfield ECIC
School/Department	
Contact Person	Sara Line Phone No. 507-645-1232
Project Information	
Brief Proposal Description	We are seeking books for our LINK free book shelf in both Spanish and English. We will have a kick-off event in the fall with a book giveaway in hopes that families will access this free bookshelf whenever they are in the area. We will be tracking how many books go out and ask families to fill out a literacy survey as well.
Project Goal (in one Sentence)	The goal is to better provide at risk students and their families with early literacy resources to help them get ready to learn to read.
List All Personnel Involved in Application	Sara Line, ECIC Coordinator
Budget Information	
Amount Requested	750 Books
Matching Funds	
Source of Matching Funds	

Required Documents Attached: Completed Application Rough Draft Summary of Application



 Project Initiator Signature



 Building Principal or District Administrator
 Signature

Approved by the School Board Not Approved by the School Board Date _____

Grant Application Approval Form

Date 4/2/14

Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the School Board before the proposal is submitted. This form will accompany all requests to the School Board and will be filed with the Grant Coordinator along with a copy of the completed grant proposal. All proposals must:

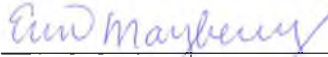
- Support the District's mission and goals.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District if required.

Grant Proposal Information	
Project Title	Books & Stars
Project Period	From: May 1 To: August 6
Funding Source	SEMAC (Southeast Minnesota Arts Council)
Application Deadline	4/1/2014
List all Grant Applicants	Presenter/Production Assistance
School/Department	Northfield Public Schools/Community Services Division
Contact Person	Melissa Bernhard Phone No. 507-664-3502
Project Information	
Brief Proposal Description	This grant would facilitate support for the sixteenth annual summer entertainment series, Books & Stars, by providing Northfield area residents easy access to a variety of experiential opportunities. Performances of quality and variety (Brazilian, 18 th Century, folk, classic rock 'n' roll music, magic and comedy just to name a few), will bring community members to various parks throughout the community for eight evenings of connectedness and learning. Using the City of Northfield's Showmobile stage that includes a sound system and lights, performers unite the audience with their talents and teaching. Opportunities for increased community literacy and access to library materials through the use of the Northfield Public Library's Book Bus, "Booker," will also enhance the learning and development of community members.
Project Goal (in one Sentence)	Books & Stars aims to conveniently expose the community to a variety of live entertainment, enhance literacy opportunities, create community and family connectedness, and offer experiential learning as a tool to make a connection to the arts.
List All Personnel Involved in Application	Melissa Bernhard, Recreation Coordinator Kathy Ness, Northfield Public Library, Children's Librarian
Budget Information	
Amount Requested	\$3,000
Matching Funds	<input checked="" type="checkbox"/> Are Required <input type="checkbox"/> Not Required
Source of Matching Funds	Northfield Public Schools Community Services (school district personnel, advertising) Northfield Public Library (library and Bookmobile personnel, advertising, Justin Roberts performer costs) City of Northfield (Showmobile) Northfield Historical Society (Music of Fort Snelling performer costs)

Required Documents Attached: Completed Application Rough Draft Summary of Application



Project Initiator Signature



Building Principal or District Administrator Signature

Approved by the School Board Not Approved by the School Board Date _____

4/2/2014

Northfield Public Schools Enrollment Report

CORRECTED

Sibley

Longfellow

Early Childhood

Auge	6
Dop	18
Dybvik	5
James	7
Kruse	9
Schnorr	11
Sorenson	14
Webster	4
TOTAL	74

**

Greenvale Park

K	Flicek	22	
K	Hagberg	21	
K	Malecha AM	22	
K	Ziemann/Morales	15	C
1	Bakke	26	C
1	Jessen	20	
1	Youngblut	19	
1	Zach	21	
2	Amundson	25	C
2	Dueffert	20	
2	Larson	19	
2	Lindholm	20	
3	Nelson	23	
3	Ryan	21	
3	Trelstad	23	C
4	Bulfer	19	
4	Garcia	23	C
4	Johnson	18	
4	Seidl	17	
5	Harding	15	C
5	Sickler	23	
5	Swanson	23	
5	Tacheny	18	C
	TOTAL	473	

Grade	Teacher		
K	Erickson	22	
K	Otte	21	
K	Wacholz AM	19	
K	Wacholz PM	17	
1	Day Treatment	1	
1	Heil	27	
1	Sasse	26	C
1	Sieger	26	
1	Swenson	27	
2	Pfefferle	24	
2	Schuerman	27	C
2	Seeberg	25	
2	Witt	26	
3	Guggisberg	22	
3	Jandro	23	
3	Johnson	19	C
3	Spitzack	22	
4	Fox	26	
4	Haar	26	
4	McManus	25	C
4	Vivito	26	
5	Baragary	30	
5	Day	29	
5	Foley	27	
5	Ostermann	25	C
	TOTAL	588	

Bridgewater

K	Cade-AM	14	
K	Danielson	20	
K	Tran	20	
K	Wisdorf AM	17	
K	Wisdorf PM	10	
1	Day Treatment	1	
1	Ellerbusch	27	
1	Johnson	27	
1	Lane	26	
1	Seifert	28	C
2	Born	25	C
2	Day Treatment	1	
2	Downs	18	
2	Lofquist	19	
2	Schwaab	19	
3	Larson	26	C
3	Sickler	26	
3	Temple	26	
3	Truman	27	
4	Danielson	25	
4	Holden	25	
4	Schuster	25	C
4	Swenson	25	
5	Anderson	16	C
5	Duchene	29	
5	Kohl	18	C
5	Rauk	27	
	TOTAL	567	

Early Childhood**	74	
Kindergarten-2026	240	
Grade 1-2025	302	
Grade 2-2024	268	
Grade 3-2023	258	
Grade 4-2022	280	
Grade 5-2021	280	
Total K-5	1702	1702
Total Middle School	921	
Total High School	1221	
GRAND TOTAL	3844	
ALC 9-12**	65	F/T=39 P/T=1 I/S=25
GRAND TOTAL with ALC	3909	

<u>Middle School</u>	Grade 6 - 2020	294
	Grade 7 (*inc. 15 - 1/2 day)-2019	348.5
	Grade 8 (*inc. 13 - 1/2 day)-2018	278.5
TOTAL		921

*28 (14) St. Dominic's students attend 1/2 day

High School

Grade 9-2017	326
Grade 10-2016	311
Grade 11-2015	298
Grade 12-2014	286
TOTAL	1221

Enrollments represent 100% enrolled except where indicated by **
Half day St. Dominic's students are represented by *