

INDEPENDENT SCHOOL DISTRICT 659  
REGULAR SCHOOL BOARD MEETING  
Monday, April 28, 2014, 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. YMCA Construction Update.
  - 2. Proposed 2014-2015 Child Nutrition Budget.
  - 3. Proposed 2014-2015 Non-Operating Fund Budgets.
  - 4. Activities Advisory Committee Recommendation.
- VII. Superintendent's Report
  - A. Items for Individual Action
    - 1. Fiscal Year 2013-2014 Child Nutrition Budget Amendment.
    - 2. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.
    - 3. Amendment to the Northfield Community Resource Center (NCRC) Lease Agreement.
  - B. Items for Consent Grouping
    - 1. Grant Request.
    - 2. Child Nutrition Primary Vendor.
    - 3. Personnel Items.
- VIII. Items for Information
- IX. Future Meetings  
Monday, May 12, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Tuesday, May 27, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment

# NORTHFIELD PUBLIC SCHOOLS

## MEMORANDUM

Monday, April 28, 2014, 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 April 28, 2014, School Board Meeting

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
- IV. Approval of Minutes  
Minutes of Regular School Board meeting held on April 14, 2014, are enclosed for your review and comment.
- V. Announcements and Recognitions
- VI. Items for Discussion and / or Reports
  1. YMCA Construction Update.  
YMCA Director Virginia Kaczmarek will update the Board on the current YMCA construction project and the facilities that will be available to the community upon its completion.
  2. Proposed 2014-2015 Child Nutrition Budget.  
Child Nutrition Director Pam Haupt will present the 2014-15 proposed child nutrition budget. This fund is used to record financial activities of the District's child nutrition activity, which include preparation and service of the milk, meals, and snacks in connection with school and community service activities. No Board action is required at this meeting.
  3. Proposed 2014-2015 Non-Operating Fund Budgets.  
The following proposed budgets for 2014-15 will be presented by Val Mertesdorf, Director of Finance:
    - Debt Service Fund accounts for the School District's outstanding bonded indebtedness for past building construction and major capital projects. Revenues represent property tax levies, state credits, and a minor amount of interest. Expenditures represent principal and interest payments on bonds previously sold.
    - Fiduciary or Trust Fund is used to record revenues and expenditures for trust agreements where the school board has accepted responsibility to serve as trustee, as well as annual gifts and donations for student scholarships.No action is required by the Board at this meeting.
  4. Activities Advisory Committee Recommendation.  
At the April 21<sup>st</sup> meeting of the Activities Advisory Committee, the Committee unanimously approved recommending to the School Board that Middle School Dance and Clay Target become Northfield School District activities beginning with the 2014-2015 school year. Information about both programs is included in the packet. Activities Director Tom Graupmann will be present on Monday night to provide information about these two recommendations and to answer questions from the Board about these proposals. The Board will be asked to act on this recommendation at its May 12<sup>th</sup> meeting.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. Fiscal Year 2013-2014 Child Nutrition Budget Amendment.  
Child Nutrition Director Pam Haupt is recommending a revision to the FY14 Child Nutrition Budget. The adopted budget included revenues of \$1,766,483 and expenditures of \$1,913,059.

The recommended revised budget has revenues of \$1,766,483 and expenditures of \$1,863,059. The reason for the revision is because the adopted expenditure budget included \$150,000 for the High School Kitchen Remodel. After the budget was approved, the High School Kitchen Remodel was broken into 2 phases. In FY14 we are only anticipating using \$100,000. The revised budget reduces the expenditures by \$50,000.

**Superintendent's Recommendation:** Motion to approve the revised 2013-14 child nutrition budget as presented with revenues of \$1,766,483 and expenditures of \$1,863,059.

2. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.

The Board is requested to adopt the enclosed Resolution related to the termination and non-renewal of the teaching contract of the following probationary licensed teachers effective at the end of the 2013-2014 school year.

<u>Name</u>	<u>FTE</u>	<u>Position</u>
Tiffany Malecha	.50 FTE	Kindergarten
Kimbra Kosak	.55 FTE	Read 180
Jamie Dop	1.0 FTE	ECSE
Erin Carson	.90 FTE	Social Studies
Joni Karl	.40 FTE	Math
Heather Kuehl	.40 FTE	English/Language Arts
Katherine Ford	.40 FTE	Science
Grady McGovern	.75 FTE	Art

**Superintendent's Recommendation:** Motion to adopt the Resolution related to the termination and non-renewal of the teaching contract of the probationary licensed teachers listed above effective at the end of the 2013-2014 school year.

3. Amendment to the Northfield Community Resource Center (NCRC) Lease Agreement.

As the City of Northfield prepares to transfer management of the NCRC facility to the NCRC Corp, each tenant must agree to amend the NCRC Lease Agreement to reflect the changes in management. Because the District has been involved with this process from the beginning, we believe that this management change will positively affect the operation and maintenance of the facility and benefit all of the tenants currently housed at the NCRC.

**Superintendent's Recommendation:** Motion to approve the Amendment to the Northfield Community Resource Center (NCRC) Lease Agreement for a term commencing May 1, 2014 and ending December 31, 2016.

B. Items for Consent Grouping

**Superintendent's Recommendation:** Motion to approve the following items listed under the Consent Grouping.

1. Grant Request.

Director of Teaching and Learning Mary Hansen and the Media Specialists are submitting a \$12,000 grant request to the MN Department of Education. The project is called "Reaching Young Hispanic Readers." If the grant is received, Spanish and English materials will be purchased for the Media Centers and the Middle School Hispanic book club.

2. Child Nutrition Primary Vendor.

Please refer to the enclosed memo from Director of Child Nutrition Pam Haupt. She is recommending that the Board approve the lowest responsible proposal from Upper Lakes Foods to be the Northfield School District's prime vendor. The prime vendor provides the bulk of the District's common items used in daily meal preparation.

3. Personnel Items.

a. Appointments\*

1. Kimberly Briske, Director of Technology Services for the District beginning 07/01/2014; Non-union Administrative-Director, Step 1.
2. Joey Dickens, Community Services Volleyball Staff beginning 04/22/2014 – 05/15/2014; \$9.00/hour.
3. Tyler Faust, 1.0 FTE EBD/LD Special Education Teacher at Bridgewater and Greenvale Park beginning 04/16/2014 – 06/06/2014; BA 0.
4. Jeff Fowler, Summer Maintenance Worker for the District beginning 04/28/2014 – 08/31/2014; \$12.00/hour.
5. Sam Goldstein, Community Services Volleyball Staff beginning 04/22/2014 – 05/15/2014; \$9.00/hour.
6. Bill Kaul, Summer Maintenance Technician for the District beginning 05/01/2014 – 10/31/2014; \$12.50/hour.
7. Jared Stowe, Summer Maintenance Technician for the District beginning 04/21/2014 – 08/31/2014; \$12.25/hour.
8. Event Workers – Activities: Jedidiah McGuire

b. Increase/Decrease/Change in Assignment

1. Greg Gelineau, Middle School Assistant Principal, change to Interim Principal at the Middle School beginning 07/01/2014 – 06/30/2015 for the 2014-2015 school year.
2. Sherri Goehring, ALC Office Generalist (Class II), change from 174 work days/year to 177 work days/year beginning 07/01/2014.
3. Hope Langston, 1.0 FTE RtI Coach at Bridgewater, add District Assessment Coordinator (.65 FTE) for the District, and RtI Coach .6 FTE beginning 07/01/2014 (1.25 FTE), plus 30 days paid at lane/step for summer DAC services.
4. Michelle Steele, 1.0 FTE DAPE/PE Instructor at the Middle School, change from .40 FTE DAPE to .20 FTE DAPE, and from .60 FTE PE, to .80 FTE PE, beginning 01/28/2014.
5. Katherine Woodstrup, .75 FTE Visual Arts Teacher at Bridgewater, change to 1.0 FTE Visual Arts Teacher beginning 08/25/2014.

c. Leave of Absence

1. Brenda Hand, Teacher at Bridgewater, Family/Medical Leave of Absence beginning April 7, 2014 continuing for up to 60 work days.

d. Resignation

1. Gay Eggers, Media Assistant at the High School, resignation effective 06/10/2014.

e. Accelerate Northfield Coordinator

Administration is recommending that a person be hired beginning in the 2014-15 school year for approximately 10 hours per week (350 hours per year) to coordinate the recruitment and placement of Accelerate Northfield academic tutors at all buildings and to communicate with tutors and maintain data about the program's impact. The position would be housed at Longfellow and be supervised by the Director of Teaching and Learning. This position would insure that the needed Accelerate Northfield volunteer coordination previously provided by a Vista position would continue once the Vista funding ends.

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

VIII. Items for Information

IX. Future Meetings

Monday, May 12, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Tuesday, May 27, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

# **NORTHFIELD PUBLIC SCHOOLS**

## **School Board Minutes**

School Board Minutes

April 14, 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 7:00 PM. No one was absent.
- II. Agenda Changes / Table File  
The table file was added.
- III. Public Comment  
There was no one.
- IV. Approval of Minutes  
On a motion by Pritchard, seconded by Nelson, minutes of the Regular School Board meeting held on March 10, 2014, were unanimously approved.
- V. Announcements and Recognitions
  - For the 20th year, Northfield German students participated in the National German Exam Competition. Competing this year were 35 students, levels 2, 3, 4 and 5. Congratulations to the following students, who achieved the Bronze Award, by scoring at or above the 70<sup>th</sup> percentile nationwide: Nick Raveling and Danica Simonet. Students receiving the Silver Award by scoring at or above the 80th percentile nationwide are: Christof Zweifel, Evan Pak, Noah Klein, Alison Langston, Dmitri Beeby and Martha Barth. The Gold Award is given for placing above the 90th percentile, and advances the students to the Prize level competition. This involves writing a short essay in German and an oral interview, also conducted in German. Gold Award students this year are Andrea Thurnheer, Kurtis Bobert, Cecilia Kryzda, and Elizabeth Cloherty.
  - Northfield High School's Mock Trial team, coached by Stephen Cade, and the Knowledge Bowl team, coached by Troy Cohrs, both qualified and participated at their state tournaments. Also NHS had 5 speech students qualify and participate at the State Speech meet. The Speech team is coached by Jody Saxton West.
  - Several Northfield students took home top awards in the Spring Chess Tournament on March 22, sponsored by South Central Service Cooperative and Mankato Community Education/Recreation. Peter Hillmann and Collin Thomas-Green, both students at Sibley, finished first and tied for second, respectively, in the Middle Division. Peter placed first, and Collin placed second and Saxon Egge, also a student at Sibley, finished tied for fourth place in the grade four level. NHS students Jasper Egge and Gus Ohnesorge both finished tied for second place and Jackson Hillmann, a ninth grader, finished tied for third. Jackson was tied for first in grade 9 and Jasper and Gus tied for first place in grade 10.
  - The Middle School Bookstore, The Tattered Pages, will be hosting its Fifth Annual Mothers Day Sale during the week of May 5. At this sale, students "purchase" Mothers Day gifts using Tattered Pages coupons that they have earned throughout the school year..
  - Congratulations to Beth Berry, former director of the TORCH program, for being awarded a BestPrep Teacher of Excellence Award. BestPrep is one of the state's leaders in connecting business professionals with students.
  - Sixth grade teacher Rhea Mehrkens and her student, Bella Smith, were both winners in the 2014 Sidewalk Poetry Competition, sponsored by the Northfield Arts and Culture Commission and the Friends and Foundation of the Northfield Public Library.
  - Maple attended "Evening of the Arts" at Greenvale Park on April 10. It was excellent!
  - Pritchard attended "Hairspray" at Northfield Middle School and said it was an amazing performance. Pritchard also thanked the Northfield Arts Guild for the All School Art Show.

VI. Items for Discussion and / or Reports

1. Teacher Evaluation Update.

Director of Administrative Services Matt Hillmann shared an update on the Northfield School District's teacher development and evaluation plan, collaboratively developed by the District and the Northfield Education Association. During the 2011 session, the legislature voted to implement new requirements for teacher evaluation. The law requires the local Association and the school district to come to a joint agreement on a plan or accept the State plan. The Northfield Education Association voted to enter into a joint agreement. The local plan was developed by a group of staff and is focused on developing consistent feedback loops that support reflective practitioners. Training for principals and staff begins this summer/fall.

2. Anti-Bullying Bill and Other Pending Legislation.

Superintendent Richardson provided an overview of the recently passed anti-bullying bill and discussed the current status of other education bills moving through the Legislature. Richardson explained that the Safe and Supportive Schools Act had been significantly modified by the Senate to provide greater clarity to the definition of bullying and provide more reasonable expectations for staff and administrators as they respond to incidents of bullying and cyber bullying. He also provided information about bills currently going to conference committee, including the Health Insurance Transparency Act and the Omnibus Supplemental Appropriations Bill. The House and Senate versions of both bills are significantly different and will continue to be watched throughout the remainder of the session.

VII. Superintendent's Report

A. Items for Individual Action

1. District Youth Council (DYC) Proposal.

On a motion by Stratmoen, seconded by Maple, the Board unanimously approved the formation of a District Youth Council.

2. Approval of Capital Facilities Bond Bid.

On a motion by Nelson, seconded by Hardy, the Board unanimously accepted PFM's recommendation to award the bid for Capital Facilities Bonds at a true interest rate of 1.82% based on the favorable bond market and the District's outstanding "AA+" rating from Standard and Poor's Ratings Service to Robert W. Baird. The Board also unanimously approved 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. Voting 'yes' was Fossum, Maple, Pritchard, Nelson, Hardy, Stratmoen and Iverson. No one voted 'no.' The proceeds from these bonds will be used this summer to replace the roofs on the High School D and M wings and the Girls Locker Room, as well as the Greenvale Park tuck pointing project.

B. Items for Consent Grouping

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

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

The District received nine bids for roofing projects at Greenvale Park (GVP) and the M and D Wings at Northfield High School (NHS). The District also received nine bids for the tuck pointing project at Greenvale Park. The bond for these projects was approved by the Board at its February 10<sup>th</sup> meeting. The lowest bids were: Central Roofing (\$545,480) for NHS's M and D Wings, Interstate Roofing (\$846,278) for GVP's roof, and A & M Construction (\$109,500) for the tuck pointing at GVP. The total of the recommended projects is \$1,501,258. The amount available from the bond for the projects is \$1,475,000. The remaining \$26,258 will be covered by the deferred maintenance fund balance. The work will be completed this summer. The Board accepted the bids from Central Roofing (\$545,480) for NHS's M and D Wings, Interstate Roofing (\$846,278) for GVP's roof, and A & M Construction (\$109,500) for the tuck pointing at GVP.

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.

• To the Northfield Area United Way:

- ✓ Community Services – PRIMEtime Kindergarten through 8<sup>th</sup> grade – is requesting \$32,000 from the United Way to help provide after school and summer enrichment to over 600 Northfield children beginning in July 2014 through June 2015.
- ✓ Community Services – Bridges to Kindergarten – is requesting \$10,000 from the United Way to support this three week program at each elementary building.

• To WINGS:

- ✓ Community Services – the Connected Kids Mentoring Program – is requesting \$5,400 from WINGS to provide continued on-site support and supervision for the after school mentoring matches at the three elementary schools.
- ✓ Community Services – Northfield Middle School Youth Center Young Chef's Club – is requesting \$2,700 from WINGS to help middle school youth develop cooking skills and explore potential careers in the culinary arts field.
- ✓ Community Services – School Readiness/Hand in Hand Preschool – is requesting \$5,000 from WINGS to support services for children qualifying for School Readiness services during the school year.
- ✓ Community Services – Early Childhood Family Education – is requesting \$3,500 from WINGS to support ECFE's outreach program, Lunch and Learning.
- ✓ Northfield Area Learning Center – BWCA Wilderness Experience – is requesting \$500 from WINGS to help pay the outfitting fees, which are approximately \$900.

• 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\*

1. Martha Donahoe, Office Generalist at Longfellow/CS beginning 04/15/2014 for 179 work days/year at 4 hours/day (20 hours/week); Class II, Step 1; \$15.56/hour.
2. Jacqueline DuLac, Accounting Generalist in the District Office beginning 04/01/2014; Class IV, Step 3; \$17.67/hour.
3. Aimee Gerdesmeier, KidVentures Long-Term Substitute Site Leader at Sibley KidVentures for 5.5 hours/day beginning 04/08/2014 – 07/18/2014; Step 3, \$14.61/hour.
4. Erica Hubers, Special Education Educational Assistant-PCA at Bridgewater Elementary for 6.75 hours/day beginning 04/09/2014 – 06/06/2014; Class I, Step 2 for .5 hours/day, \$12.95/hour and Class IV, Step 2 for 6.25 hours/day, \$14.00/hour.

5. Bonnie Johnson, Special Education Educational Assistant-PCA (Class I .27 hours/day; Class IV 6.75 hours/day) at Sibley for 6.92 hours/day beginning 04/01/2014 – 06/06/2014; Class I, Step 6, \$14.31/hour; Class IV, Step 6, \$15.39/hour.
  6. Peggy Mills, KidVentures Long-Term Substitute Site Assistant at Sibley/CS beginning 04/14/2014 – 07/18/2014 for 3.5 hours/day; Step 1, \$11.25/hour.
  7. Jennifer A. Severson, Special Education Educational Assistant-PCA (Class IV) at Greenvale Park for 1 hour/day on various days on a monthly basis and for 2 hours/day on student days beginning 04/02/2014 – 06/06/2014; Class IV, Step 1 -- \$13.49/hour.
  8. Jamie Wiebe, 1.0 FTE School Social Worker at Bridgewater Elementary beginning 08/25/2014; MA, Step 3.
  9. Event Workers – Activities: Janet Burger, Stephen Fox, Kathleen Kopseng, John Mahal, Katy Schuerman, Jerry Smith, Arnold William Nelson II and Rhea Mehrkens.
- b. Increase/Decrease/Change in Assignment
1. Scott Stanina, High School yearbook co-advisor, dropping position for 2013-2014 school year.
  2. Autumn Fabricant, Targeted Services Teacher, extended time from April 24<sup>th</sup> to May 8, 2014.
- c. Leaves of Absence
1. Kevin Dahle, Social Studies Teacher at the High School, 1.0 FTE Legislative Leave of Absence beginning 01/05/2015 – 06/05/2015.
  2. Christa Danielson, Elementary Teacher at Bridgewater, Family/Medical Leave of Absence beginning on or about 08/25/2014 for 8 work weeks.
  3. Anne Erickson, Elementary Teacher at Sibley, 1.0 FTE Unpaid Leave of Absence for the 2014-2015 school-year.
  4. Craig Johnson, Science Teacher at the High School, 1.0 FTE Unpaid Leave of Absence for the 2014-2015 school-year.
  5. Dan Kust, 6<sup>th</sup> Grade Science Teacher at the Middle School, 1.0 FTE Unpaid Leave of Absence for the 2014-2015 school-year.
  6. Reggie McDonald, Math Teacher at the High School, 1.0 FTE Unpaid Leave of Absence for the 2014-2015 school-year.
  7. Michelle Morales, ESL Teacher at Greenvale Park, 1.0 FTE Unpaid Leave of Absence for the 2014-2015 school-year.
  8. Anne Morrissey, Elementary Teacher at Greenvale Park, 1.0 FTE Unpaid Leave of Absence for the 2014-2015 school-year.
  9. Allison Otti, Kindergarten Teacher at Sibley Elementary, 1.0 FTE Unpaid Leave of Absence for the 2014-2015 school-year.
  10. Katie Parks, Elementary Teacher at Sibley Elementary, 1.0 FTE Unpaid Leave of Absence for the 2014-2015 school-year.
  11. Jeff Pesta, Middle School Principal, Unpaid Leave of Absence beginning 07/01/2014 – 07/01/2015.
  12. Marnie Thompson, HS Assistant Principal, Family/Medical Leave of Absence beginning 03/31/2014 for up to 12 work weeks.
  13. Kasha Zeman, Special Education Teacher at Sibley, 1.0 FTE Unpaid Leave of Absence for 2014-2015 school-year.
  14. 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.
  15. Dana Holden, Elementary Teacher at Bridgewater, .5 FTE Unpaid Leave of Absence for the 2014-2015 school year.
  16. 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
1. Bryce Barry, Head Boys Hockey Coach, resignation effective 3/20/2014.



2. LuCinda DeCramer, Kitchen Manager at the High School, resignation effective 04/22/2014.
3. Jessica Grisim, Educational Assistant at Bridgewater, resignation effective 3/28/2014.
4. Roger Jenni, Elementary Band Instructor and District Assessment Coordinator, retirement effective the end of the 2013-2014 school year.
5. Connie Nelson, RTI Coach at Bridgewater, 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

1. Spring Parent-Teacher Conferences.

	<u>2014</u>	<u>2013</u>
High School	31%	44%
Middle School (6 <sup>th</sup> grade)	99%	99%*
(7 <sup>th</sup> grade)	98%	92%*
(8 <sup>th</sup> grade)	99%	30%*
Bridgewater	91%	93%
Greenvale Park	97%	97%
Sibley	98%	99%

\* 2013 – Middle School

6<sup>th</sup> grade student led conferences by appointment – 99%;  
 7<sup>th</sup> grade student led conferences by appointment – 92%;  
 8<sup>th</sup> grade had team conferences by appointment one night and arena/  
 walk-in style conferences the second night – 30%.

2. Enrollment Report – April 2014.

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

IX. Future Meetings

Monday, April 28, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
 Monday, May 12, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

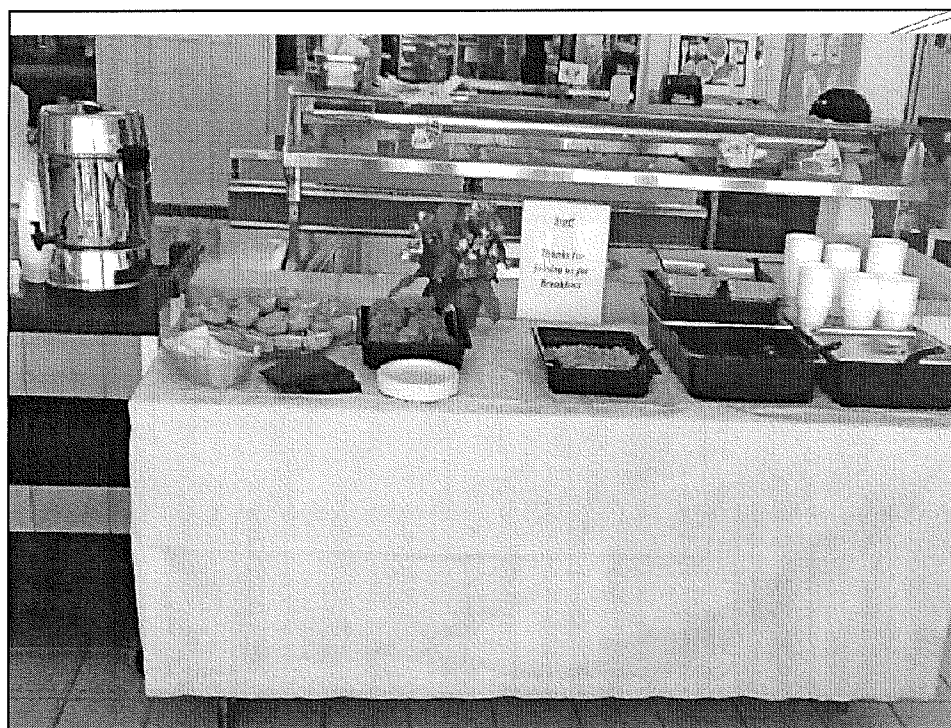
X. On a motion by Stratmoen, seconded by Nelson, the Board adjourned at 8:33 PM.

Noel Stratmoen  
 School Board Clerk

## Child Nutrition 2014-15 Budget

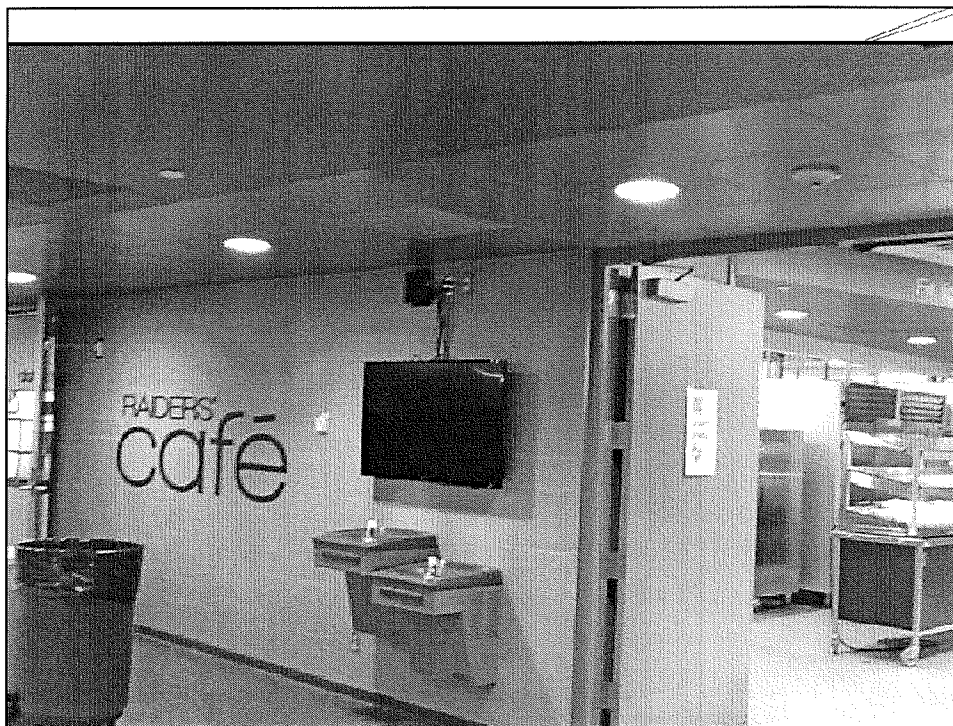
Pam Haupt, Child Nutrition Director, SNS













## Update on CN Goals 13-14

- Healthy snack cart participation = 657 students
- Breakfast participation 16% district wide
- Lunch participation 65% district wide  
(despite 4 snow days & 2 late starts)
- Completed Phase 1 of the HS remodel project
- Piloted a number of different serving configurations at the HS for before Phase 2
- Average wait time at the MS is less than  $\frac{1}{2}$  of what it was due to the 4 period lunch (4 min from 10+min)

## 2014-15 Budget & Program Overview

- Plan to spend down 02 Fund Balance by a total of (\$200,000) on Phase 1 & 2 of the HS remodel still maintaining 3 months operating expenses
- No meal price increase
- Equipment purchases planned for \$40,000 for HS, Greenvale Park and Middle School
- Implementation of the new breakfast regulations
- Implementation of “Competitive Foods” rule
- Implementation of the “sodium” guidelines

## 2014-15 Program Highlights

- Breakfast meal pattern=fruit doubles from 1/2c. to 1c
- Competitive Foods final rule changes-waiting
- New menu entrée selections-quick scratch cooking
- Increase snack cart participation all sites
- Increase breakfast participation all sites-MS new Kiosk
- Hold lunch participation
- Serve both hot and cold vegetables daily
- Sample more of a variety of fresh fruits
- All foods need to be 51% whole grain rich

## Child Nutrition 2014-15 Proposed Budget

	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Proposed
Beginning Balance	\$ 541,620	\$ 682,399	\$ 687,830	\$ 591,254
Revenue	1,797,573	1,845,353	1,766,483	1,794,200
Total Sources	2,339,193	2,527,752	2,454,313	2,335,454
Expenditures	1,656,794	1,839,922	1,863,059**	1,884,631
Ending Fund Balance	\$ 682,399	\$ 687,830	\$591,254	\$ 500,823

\*\* Revision of 13-14 adopted budget. Originally budgeted \$150,000 for HS Kitchen Remodel but broke into 2 phases. 13-14 was roughly \$100,000 and 14-15 will be an additional \$100,000.

## Child Nutrition Revenue Summary

	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Proposed
Local Property Taxes	\$-	\$-	\$-	\$-
Tuition, fees and other	1,108,832	1,115,241	1,081,114	1,067,900
State Sources	60,548	59,682	58,100	60,000
Federal Sources	628,193	670,430	627,269	666,300
Total Revenue	\$1,797,573	\$1,845,353	\$1,766,483	\$1,794,200



## Child Nutrition Expenditure Summary

	2011-12	2012-13	2013-14	2014-15
	Actual	Actual	Budget	Proposed
Salaries and Wages	\$537,276	\$560,902	\$561,628	\$579,356
Benefits	166,946	196,747	187,981	192,275
Purchased Services	100,735	90,798	98,600	106,000
Food and Supplies	839,828	948,025	861,150	843,300
Equipment	9,835	40,708	151,500*	161,500
Other	2,174	2,742	2,200	2,200
Total Expenditures	<u>\$1,656,794</u>	<u>\$1,839,922</u>	<u>\$1,863,059</u>	<u>\$1,884,631</u>

\* 2013-14 Revised Budget



## **Proposed Budget – Non-Operating Funds | 2014-15 • Narrative**

Val Mertesdorf, Director of Finance

### **Debt Service Fund**

Our debt service fund receives basically all of its revenue from the Levy. The majority of our bonds are voter approved and we are required by statute to levy 105% of our debt service payments annually. We do have one bond that was issued as a Capital Facility Bond. The payment for this bond is reduced from our operating capital revenue and is not levied to the tax payers. In February, the Board authorized the renewal of a capital facility bond. The expenditures of the debt service fund are restricted for principal and interest payments as well as any potential services fees we might incur from the debt.

For the 2014-15 school year we will have six outstanding bonds with principal totaling \$4,110,000 and interest totaling \$1,210,129. These six issues have a total debt of \$51,121,747 to be paid over the next 10 years.

Our revenue projection is just slightly less than the current fiscal year. This is primarily due to the refunding bonds we've done over the last several years. We've been able to save the taxpayers roughly \$5.6 million dollars over the life of the bonds. The decline in local property tax revenue is a direct result from this process.

Our expenditure projection looks very different than the years shown for comparison because of the refunding bonds we have done. We have no refunding bonds planned for FY15, so our expenditure balance is back to a normal operating range.

### **Fiduciary Fund**

The Fiduciary Fund is also known as our Trust or Scholarship Fund. The fund accounts for each gift, donation, or trust that is awarded to the District. We track each account separately. The high school guidance office coordinates the gift and award process each year. We are able to provide approximately 86 scholarships each year from 51 donors thanks to these gifts! The District is the fiscal host for about 50% of these scholarships.

On the summary you will see this fund is very consistent. Generally the gifts we receive are awarded as scholarships that year. For the 14-15 school year we are anticipating \$59,680 in gifts and a small amount of interest. Expenditures are slightly higher due to a few lump-sum trusts the District received several years ago that we spend down incrementally each year for student scholarships to attend specific field trips. Overall this fund balance is showing a small decline, which is what I would expect as we spend down the endowments we have received.

The listing of the scholarships that the District is the fiscal host for shows the total of our anticipated expenditures.

## 2014-15 PROPOSED BUDGET SUMMARY

Debt Service Fund

### Debt Service Basics

- Debt Service revenue comes from:
  - ▣ Levy – 105% of debt payments
  - ▣ Offset of operating capital revenue
- Debt Service funds are used for:
  - ▣ Outstanding bond principal payments
  - ▣ Outstanding bond interest payments
  - ▣ Other debt burden costs, i.e. service fees

## Principal and Interest Schedule

Issue Date	Net Interest	Original Issue	Purpose	Final Maturity	FY 2014-15 Payments		
	Rate				Principal	Interest	Total
7/5/2006	4.0%	2,100,000	Roofs	2/1/2016	255,000	20,800	275,800
2/16/2010	2.0 - 4.0%	22,615,000	Refund '01 MS/HS/MF	2/1/2022	1,455,000	682,650	2,137,650
12/7/2011	2.0 - 2.375%	9,750,000	Refund '03A MS/HS/MF	2/1/2024	75,000	210,594	285,594
12/19/2012	1.5 - 2.0%	9,825,000	Refund '04/'05 Indoor Air	2/1/2025	630,000	178,525	808,525
1/3/2013	1.5 - 3.0%	5,965,000	Refund '03A/'03C	2/1/2017	1,695,000	96,825	1,791,825
5/13/2014	1.82%	1,525,000	GVP/HS Roofs	2/1/2017	-	20,735	20,735
					<u>4,110,000</u>	<u>1,210,129</u>	<u>5,320,129</u>

## Annual Maturity Schedule

Fiscal Year	Principal	Interest	Total
2015	4,110,000	1,210,129	5,320,129
2016	4,415,000	1,100,499	5,515,499
2017	4,265,000	997,254	5,262,254
2018	4,625,000	893,067	5,518,067
2019	4,795,000	774,169	5,569,169
2020	4,985,000	618,044	5,603,044
2021	5,195,000	450,394	5,645,394
2022	3,275,000	274,994	3,549,994
2023	3,620,000	193,788	3,813,788
2024	3,750,000	114,736	3,864,736
2025	<u>1,430,000</u>	<u>29,673</u>	<u>1,459,673</u>
	<u>44,465,000</u>	<u>6,656,747</u>	<u>51,121,747</u>

## Debt Service Revenue Summary

	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Proposed
Local Property Tax Levy	5,363,826	5,848,472	5,653,934	5,593,337
Interest on Investments	9,575	15,869	60,000	12,000
State of Minnesota	318,610	55,792	306,000	56,100
Other Sources - Refundings	<u>9,750,000</u>	<u>16,403,064</u>	-	-
Total	<u>\$ 15,442,011</u>	<u>\$ 22,323,197</u>	<u>\$6,019,934</u>	<u>\$ 5,661,437</u>

## Debt Service Expenditure Summary

	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Proposed
Bond Principal Payment	3,535,000	3,845,000	4,055,000	4,110,000
Bond Interest	2,635,065	2,205,265	1,733,328	1,210,129
Other Debt Service Fees	56,888	163,183	10,000	10,000
Other Uses - Refundings	<u>22,954,385</u>	<u>15,485,000</u>	<u>9,950,000</u>	-
Total	<u>29,181,338</u>	<u>21,698,449</u>	<u>15,748,328</u>	<u>5,330,129</u>

## Debt Service Fund Balance

	<u>2011-12 Actual</u>	<u>2012-13 Actual</u>	<u>2013-14 Budget</u>	<u>2014-15 Proposed</u>
Beginning Balance	\$ 24,529,537	\$ 10,790,210	\$ 11,414,959	\$ 1,686,565
Revenue	<u>5,692,011</u>	<u>5,920,133</u>	<u>6,019,934</u>	<u>5,661,437</u>
Total Sources	30,221,548	16,710,343	17,434,893	7,348,002
Expenditures	6,226,953	6,213,448	5,798,328	5,330,129
Other Financing Sources	9,750,000	16,403,064	-	-
Other Financing Uses	<u>22,954,385</u>	<u>15,485,000</u>	<u>9,950,000</u>	<u>-</u>
Ending Fund Balance	<u>\$ 10,790,210</u>	<u>\$ 11,414,959</u>	<u>\$ 1,686,565</u>	<u>\$ 2,017,873</u>

## Questions?

☐ Thanks for your time!

## 2014-15 PROPOSED BUDGET SUMMARY

Fiduciary Fund

### Fiduciary Fund - Scholarships

- ☐ One active trust fund
- ☐ Individual accounts for each gift
- ☐ NHS Guidance Office coordinates gift and award process
- ☐ Non-scholarship accounts are monitored for appropriate use as designated by the donors
- ☐ 86 scholarships from 51 donors!
- ☐ The District is the fiscal host for about 50% of the scholarships

## Financial Summary

	2011-12	2012-13	2013-14	2014-15
	Actual	Actual	Budget	Proposed
Beginning Balance	\$ 110,131	\$ 118,863	\$ 126,687	\$ 125,787
Gifts and Donations	56,359	62,506	50,950	59,680
Earnings on Investments	86	80	100	75
Total Sources	166,576	181,449	177,737	184,292
Expenditures	47,713	54,763	51,950	68,180
Ending Fund Balance	\$ 118,863	\$ 126,687	\$ 125,787	\$ 117,362

## Scholarship Listing

AAUW Scholarship	500	NFLD Alumni Scholarship	500
Al Berkvam Memorial Scholarship	500	Northfield High School Class of 1939	500
Alec Grebis Memorial Scholarship	1,000	NFLD Office Employees' Scholarship	500
Booster Club	1,000	Northfield Union of Youth (The Key)	13,000
Cannon Valley Lions Club Scholarship	1,500	PEO Recognition Scholarship	1,550
Cannon River Sportsmen Club	500	Rice County Farm Bureau Scholarship	500
Cardinal CG Scholarship	500	Rotary Scholarship	3,000
Clifford Family Scholarship	2,000	Skip Boyum Scholarship	500
Dakota Electric Fund	3,000	Steele-Waseca Electric	500
Darrin Erickson Memorial Scholarship	180	Step Up Scholarship	1,000
David Rodgers Memorial Scholarship	3,000	Stratmoen Family Scholarship	750
Lucille Duesterhoeft Memorial	13,000	Tom Blaisdell Memorial	2,000
Foundation for the Journey Scholarship	500	TORCH Scholarship	6,250
Kluver/Monsanto Scholarship	500	VFW	700
Make a Difference Scholarship	250	Waterford Warriors	1,000
Myrtle Houston Trust	4,000	W Stickley Memorial	4,000
		TOTAL	\$ 68,180



**Middle School Dance Team** (as proposed by Head Dance Team Coach, Liz Rohach)  
4-21-14

Reason for adding a Middle School Dance Team: The dance team is in need of growth and experience at the JV and Varsity level. Adding a middle school team, we are able to safely provide the dance team experience to younger (6th grade) dancers, as well as 7th and 8th grade dancers that are not yet ready for the 5 day a week schedule. A middle school team will provide dancers with a strong dance team foundation, allowing them to perform more when they advance to the JV and Varsity level. By adding a dance team that does not need to try out, we may have more interest from girls that are not currently in any activities. We will be providing a way for them to learn dance for the future and also give them a chance to be involved in a team sport.

- We need 15-40 students to make this feasible.
- Team will meet 3 times a week for a normal practice length (2 1/2 hrs---practice days/times not yet set).
- We will need 1 gym. We can use any gym, but will need after school transportation for practices that happen immediately after school.
- Performance only, for the first year at least. Some competitions do offer middle school level categories. I will continue to look into this to see how it is legal for other schools.
- We would like to perform at basketball games. The team will also perform at our Kid's Clinic.
- Dancers will enroll in the fall for the winter season and pay an activities fee. \$90.00 Middle School fee.
- The middle school season would follow the JV/Varsity season, starting in October, ending in February. This can be flexible.
- Head Coach will be paid hourly from the dance team account. If we need an assistant, we will need to look into what we can pay her. (I already know of people willing to volunteer time as well),
- Costumes will be needed eventually. For now, we may be able to make something we currently own work or the team can use their team t-shirt, with costumes to follow after fundraising in the future.
- Dancers will need to purchase their shoes, dance pants and t-shirt.
- 7th and 8th grade JV and Varsity dancers cannot participate on the middle school team.
- The middle school team will follow the same rules and regulations as the JV and Varsity team.

Further AD comments:

- No other middle school sports offered for females in the winter at the middle school.
- This is not a budget addition; no additional funds are needed.
- This will not increase the need for gymnasiums, since the JV & Varsity will practice together.
- A reduced practice schedule will fit nicely for many middle school-aged students. And, not having to "try-out" fits the middle school model for participation.
- Performances at basketball games will enhance the game/festive atmosphere at those games.
- The program will be well supported by our coaching staff. The high school head coach and assistants will help oversee and provide guidance for this team.

## **Northfield High School Activities Information Sheet: Clay Target team**

**Proposal:** To add a Clay Target team to the Northfield High School Activities Program with the following guidelines:

### **Student/Parent/Advisor Responsibilities:**

1. Student participants pay an Athletic fee – \$65. This amount will be reviewed along with other activity fees and adjusted by rates set forth by the School Board.
2. Students/Parents fill out and sign the Athletic Eligibility/Permission Form.
3. Students/Parents must provide a copy of the Gun Safety Certificate prior to participation on the team.
4. Student participants must have a current sports qualifying physical on file with the High School Activities Office.
5. Students are held to the same eligibility standards as all other NHS Activities.
6. The school district will not supply transportation.
7. The coach(es) will be a volunteer; no stipend will be paid using school funds, and as with all volunteers, a background check must be completed and passed.
8. The coach(es) will establish the practice and competition schedule and communicate this with the Activities Director.
9. The coach(es) will determine team/student selection including the size of the roster and communicate this with the Activities Director.
10. The coach(es) will establish lettering criteria (using Clay Target League requirements along with NHS guidelines) before the season begins with assistance from the Activities Director.
11. The coach(es) will be responsible for public relations i.e. announcements at school, newspaper and or radio coverage. In addition the coach must keep the Activities Director informed of successes/accomplishments of the participants/program and complete a written End of Season Report.
12. At no time may students bring guns or ammunition on to any school district property; this includes having guns in vehicles. Guns cannot be on school district property, period. If it's found that a student(s) does bring their gun on to school district property the weapons policy will go into effect.

### **School Responsibilities:**

1. The Activities Director will post the Competitive schedule on the Scheduling web site just like other competitive activities.
2. The School will pay the \$25 per student fee to the Minnesota Clay Target League for league membership.
3. The School will pay the \$25 per student fee for entrance into the MN Clay Target League State Tournament.
4. The school will provide the opportunity for post-season awards i.e. participation certificates, and awards associated with lettering.

### **Additional Information:**

1. A number of "other" activities have started in a manner similar to the above description, including most recently, Bowling, Science Olympiad, Nordic and Alpine skiing.
2. Clay Target's primary practice and competition day is on Sunday; special permission will be granted through the Activities Office to participate on Sundays.
3. The Clay Target team and the above information will be evaluated on a year-by-year basis and if funding and budgets improve, additional funds may be allocated to this program changing the above structure of the program. It is also understood that the Clay Target team can be eliminated from the Northfield Public School's Co-curricular program and/or other adjustments may be made by the School Board.
4. The Northfield High School Clay Target program is a spring activity at Northfield High School. The fall Clay Target program will be run separately, not affiliated with the High School Activities Office.
5. Only students in grades 7-12 are eligible for a Northfield High School Activities Office "letter."

## **Clay Target Additional Information**

### REVENUE

- Registration Fee = \$65.00
- Estimated number of Clay Target student participants = 70 students.

Total Revenue =  $70 \times \$65 = \$4,550.00$

### EXPENSE

- School pays = \$25.00 per student fee to the MN Clay Target League for league membership. Estimated number of students = 70 students.
- $70 \times \$25 = \$1,750.00$
- School pays = \$25.00 per student for entrance into the MN Clay Target State Tournament. Estimated number of students = 45 students.
- $45 \times \$25 = \$1,125.00$

Total Expense = \$2,875.00

### PROPOSED INCREASE TO ACTIVITIES BUDGET

\$3,000.00

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# Trapshooting fastest growing high school sport

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Posted: Thursday, April 3, 2014 6:30 am

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The Minnesota State High School Clay Target League (MSHSCTL) will host 6,100 student athletes representing 185 high school teams in the sport of trapshooting for the 2014 spring season. Led by the support of their schools and more than 1,800 volunteer coaches, thousands of student athletes will participate in shooting sports weekly April through June at 106 shooting ranges throughout Minnesota.

"In 2008, there were only 30 student athletes and three high school teams participating," said Jim Sable, executive director of the MSHSCTL. "With the tremendous growth of the MSHSCTL, trapshooting continues to be Minnesota's fastest-growing high school sport."

The MSHSCTL is also the safest sport in high school. Since 2001, the MSHSCTL has no reported injuries or Gun-Free Zone violations at school. The Minnesota State High School Clay Target League attracts student athletes to participate in shooting sports while creating a "virtual" competition among high school teams throughout Minnesota.

## Local Events

Monday

APR 21

Minnesota Artists Association

Edina Art Center

9:00 am

Toddler Storytime

Chanhassen Library

10:30 am

Shakopee Softball

Shakopee High School

4:30 pm



Tuesday

APR 22

Wednesday

APR 23

## Submit Your News!

We're always interested in hearing about news in our community. Let us know what's going on!

Family travel is minimal because practice and competition are conducted at a shooting range near the school's location. Conferences are determined by team size rather than geographic location for fair competition.

[Submit news](#)

Athletes earn True Team Scoring points as determined by their performance and ranking against all athlete scores within their team's conference. The team score and overall standing are calculated by adding the earned points from qualifying athletes and posted on the MSHSCTL's website. Athletes and their families track their individual and team performance on their phone, tablet or computer via the Shooter Performance Tracker.

Upon completion of the spring league, all teams are invited to participate in individual and team competition at the 2014 MSHSCTL Championship at the Alexandria Shooting Park in Alexandria, Minn., scheduled June 6-10. "With an expected 10,000 attendees including 4,200 student athletes, this tournament will become the largest youth trapshooting event in the world" Sable said.

The spring league culminates with the State Tournament that includes the Minnesota State High School League as a presenting partner. This State Tournament provides the opportunity for the highest qualifying individual and team achievers from the MSHSCTL to compete for the ultimate recognition as state champions from the Minnesota State High School League. With this State Tournament, the Minnesota State High School League will become the first and only state high school interscholastic athletic association in America to provide support and recognition for trapshooting as a high school sport.

The USA High School Clay Target League is a 501(c)(3) nonprofit organization and operates the Minnesota State High School Clay Target League as the independent provider of shooting sports as an extra curricular co-ed and adapted activity for high schools and students in grades six through 12 who have earned their Firearms Safety Certification. The organization's priorities are safety, fun and marksmanship – in that order.

For more information visit [www.mnclaytarget.com](http://www.mnclaytarget.com).

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## Trap shooting gives Richfield students a new outlet

Article by: ANNA PRATT, Special to the Star Tribune Updated: February 18, 2014 - 1:15 PM

Richfield High School and Academy of Holy Angels are forming a shared team.

### from the homepage

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Lauren Schmidt, a 10th-grader at the Academy of Holy Angels in Richfield, is involved with her school's theater productions and the social justice club. Soon, she'll add trap shooting to the mix.

The age-old sport involves shooting at clay targets that are launched out of small "houses" at the shooting range. Participants shoot for two rounds, each of which includes 25 targets.

Schmidt got interested in trap after her cousin, Hannah, raved about the extracurricular activity. After hearing her take on it, "I thought it would be a good opportunity to make some new friends and learn some new skills," while enjoying the outdoors, Schmidt said.

This year, Holy Angels and Richfield High School are joining forces to start the trap shooting team, which has a March 1 registration deadline, according to head coach Robert Brotzel, who is the police liaison officer for Richfield High School and a firearms safety instructor for the city's Police Department.

The West End Hunting and Fishing Club in Eagan will be the team's home base for practices and competitions, he said.

Richfield is among a growing list of high school teams in the west metro and beyond that are cropping up in the Minnesota State High School Clay Target League, which got its start in 2000 and incorporated in 2009, according to John Nelson, the league's vice president.

The coed club sport is becoming so popular at the high school level that it's already starting to get crowded at the local gun clubs, Brotzel said.

Brotzel, who coached Apple Valley's Eastview High School team during its inaugural season last year, said he's has found that the sport appeals even to those who aren't necessarily athletic.

Although many of the youth expressing an interest in the sport have grown up hunting and fishing, just about anyone can excel at trap. "You need good eye-hand coordination" and a weapon that fits, he said.

### Safety comes first

Students supply their own shotguns, while a \$279 fee covers the cost of ammunition, shooting time at the range and a Richfield team uniform, he said.

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To sign up for the team, students first must get state-certified in firearm safety, according to Brotzel.

Safety is the top priority. Then, "my goal is to make a fun, safe learning environment" for students, he said.

Judging by the league's track record, he sees the sport as "safer than any other high school sport, with no concussions or broken arms," he said.

John Nelson, the vice president of the Minnesota State Clay Target High School League, reiterated that point. It's about learning to use firearms responsibly, he said.

So far, the league hasn't had any injuries or gun policy violations, he said.

The numbers show that the league fills a unique niche. "We're reaching an audience that's never been reached before," he said.

Part of the draw is that "you don't have to be the fastest or the biggest. Everyone can shoot trap," he said, adding that every team member participates. "There are no benchwarmers."

Another plus is that teams compete by size and in a "virtual competition," not according to their geography, he said.

They shoot at their local gun clubs, so there's no travel. Scores get tallied online.

Also, many schools offer lettering opportunities and yearbook recognition to trap athletes, he said.

### Getting youth involved

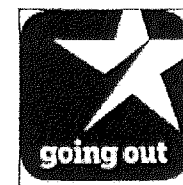
The league's program has been a model for other states looking to get into competitive high school trap shooting, Nelson said.

He credits league founder Jim Sable, an avid trap shooter and a regular at the Plymouth Gun Club, for its progress.

Once he hit retirement age, Sable realized he was one of the younger ones at the gun club, Nelson said.

Seeing that the sport's future "wasn't very bright," Sable wanted to bring a new generation into the fold, he said. That led him to start a youth mentoring program in the Orono school district in 2001.

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From there, the league began taking shape, and it became incorporated in 2009, he said. Since then, the volunteer-driven league has drawn thousands of students, up from its original group of 30.

It's gone from just a few teams in its first year to 170 in 2014, according to Nelson.

Also, the league expects to see as many as 5,000 students to its championship in Alexandria in June, which Nelson claims will make it the largest trap shooting event of its type in the world.

Later in June, the top 100 athletes will go on to a separate competition in Prior Lake that's being hosted by the State High School League. That collaboration represents a first in the state and in the country, he said.

### A family tradition

Richfield senior Nate Wannebo is eager for trap season to start.

Wannebo started accompanying his dad, Tom, a master shooter, to the shooting range as a 5-year-old.

Trap shooting has been a good way for him and his dad to spend quality time together. They usually go shooting on Sundays after getting breakfast at the gun club, he said.

His dad, who is in a wheelchair, uses a custom-made stool to stake out a spot on the range, either as a participant or an observer.

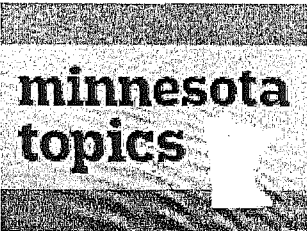
At first, Wannebo wasn't a big fan of the sport. But as he started doing it more in recent years, "It clicked. I understand how it works. It's fun now and I'm competitive," he said. He and his dad have both racked up numerous prestigious shooting awards. They'll help out the team as assistant coaches.

"I like the feeling when you shoot really well, or if you have a really good day," he said, adding, "It's like hitting a home run."

If he's having a bad day, "It cheers me up. It's a stress-reliever," he said.

Pat Lehnherr shares his enthusiasm. His son Thomas, a 10th-grader at Holy Angels, will be on the team. Lehnherr, who's been trap shooting since he was young, is looking forward to mentoring the group.

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For him and Thomas, "it's a great activity that both of us can do that's not in front of the TV. We get outdoors and we have a great time," he said. "The only thing that I can think of that comes close is golf, but trap shooting is louder."

Anna Pratt is a [Minneapolis](#) freelance writer. She can be reached at [annaprattjournalist@gmail.com](mailto:annaprattjournalist@gmail.com).

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[?]

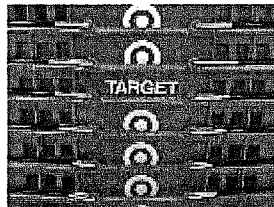
## inside the StarTribune

### sports



Complete coverage of Sochi Winter Olympics

### minnesota topics



Minnesota Topics: Latest on Target Corp.

### sports



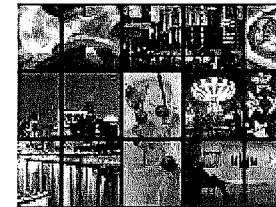
Metrodome 1982-2013

### local



Saving Bobbi: A teen's sex trafficking ordeal

### help



Get our Going Out mobile app

### lifestyle



Kid's' Health: Latest news and advice

**RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL  
OF THE TEACHING CONTRACT OF A PROBATIONARY TEACHER**

WHEREAS, {NAME}, is a probationary teacher in Independent School District No. 659,

BE IT RESOLVED by the School Board of Independent School District No. 659, that pursuant to M.S. 122A.40, Subdivision 5, that the teaching contract of {NAME}, a probationary teacher in Independent School District No. 659, is hereby terminated at the close of the current 2013-14 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

**NOTICE OF TERMINATION AND NON-RENEWAL**

Dear {NAME}:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 659 held on April 28, 2014, a resolution was adopted by majority vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2013-14 school year. Said action of the Board is taken pursuant to Minnesota Statutes 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract. However, such written request should be received within ten (10) calendar days after the receipt of this notice.

Yours very truly,

SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 659

Dated this 28th day of April, 2014.

---

Ellen Iverson, Chairperson

---

Matthew J. Hillmann, Deputy Clerk

AMENDMENT TO NCRC LEASE AGREEMENT

This Amendment to NCRC Lease Agreement (the "Amendment") is made and entered into as of this 30th day of April, 2014 by and between the City of Northfield, Minnesota, a Minnesota municipal corporation ("Landlord" or "City") and Independent School District 659, a Minnesota school district ("Tenant") (collectively the "Parties").

RECITALS:

WHEREAS, the Tenant leases certain premises (the "Leased Premises") from the Landlord pursuant to and as described in an Amended Lease Agreement, dated January 26, 2005, a true copy of which is attached hereto as Exhibit A (the "Lease"); and

WHEREAS, the above-referenced Leased Premises are located in the Northfield Community Resource Center, 1651 Jefferson Parkway, Northfield, MN 55057 (the "Facility"); and

WHEREAS, the City and NCRC Corp. (the "Manager") are parties to an agreement titled "Northfield Community Resource Center Management Services Agreement" dated April 30, 2014 (the "Management Agreement"); and

WHEREAS, the Management Agreement calls for the Manager to take over management of the Facility from the Landlord and all leases therein, including the above-referenced Lease and Leased Premises, for a term commencing May 1, 2014 and ending December 31, 2016 (such term, as the same may be extended or terminated pursuant to the terms of the Management Agreement, is referred to herein as the "Term"); and

WHEREAS, the City and the Manager have conditioned their willingness to enter into the Management Agreement upon, among other things, the Tenant's simultaneously entering into this Amendment; and

WHEREAS, the Tenant has determined that it is in the Tenant's best interest that Manager shall manage the Facility, and is therefore willing to enter into this Amendment to the Lease.

NOW, THEREFORE, in consideration of the foregoing and of the mutual agreements hereinafter contained, the Landlord and the Tenant agree as follows:

1. The above recitals are made a part hereof.
2. This Amendment shall take effect on the "Commencement Date," as the same is defined in the Management Agreement attached hereto as Exhibit A.

3. The Landlord and Tenant hereby extend the term of the Lease to December 31, 2016 (the "New Termination Date"): provided, however, that; (i) in the event the Management Agreement is terminated prior to the date when the Lease is now (prior to this Amendment) set to terminate (the "Original Termination Date"), all of the original terms and conditions of the Lease shall be reinstated upon the date of termination of the Management Agreement, and this Amendment shall be of no further force or effect, and the Lease shall terminate on the Original Termination Date; and (ii) in the event that the Management Agreement is terminated on or after the Original Termination Date, but before the New Termination Date, the Lease shall terminate simultaneously with the termination of the Management Agreement.
4. Notwithstanding any provision of the Lease to the contrary, so long as this Amendment is in effect:
  - a. For purposes of determining rent for 2015 and subsequent calendar years, the projected operating costs of the Facility and a reserve shall be determined by the Manager.
  - b. Each provision of the Lease calling for payment by the Tenant to the Landlord shall be deemed amended to require the Tenant to make such payment to the Manager or its designee.
  - c. Each provision of the Lease calling for payment by the Landlord to the Tenant shall be deemed amended to require the Landlord to make such payment to the Manager or its designee, for the account of the Tenant.
  - d. Each service which, according to the Lease, is to be provided by the Landlord to the Tenant shall instead be the responsibility of the Manager.
  - e. The Landlord shall not have the rights described in clauses b,d,e,f,g,h and j of Article Ten of the Lease, it being agreed that the Manager may exercise such rights in its discretion.
5. So long as this Amendment is in effect, each provision of the Lease that is inconsistent with the Parties' intent that the Facility shall be managed by the Manager or its designee pursuant to the Management Agreement shall be deemed to have been amended to the extent required in order to give effect to such intent.
6. Except as otherwise amended herein, all provisions of the Lease shall remain in force and effect and are ratified and confirmed by both Parties.

(Remainder of page intentionally blank)

IN TESTIMONY WHEREOF, the Parties have executed this Amendment as of the day and year first above written.

**LANDLORD:**  
**CITY OF NORTHFIELD**

BY: \_\_\_\_\_  
Dana Graham, Its Mayor

BY: \_\_\_\_\_  
Deb Little, Its City Clerk

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF RICE         )

The foregoing instrument was acknowledged before me this 30th day of April, 2014, by Dana Graham and by Deb Little, respectively the Mayor and City Clerk of the City of Northfield, a Minnesota municipal corporation, on behalf of the municipal corporation and pursuant to the authority granted by its City Council.

\_\_\_\_\_  
Notary Public

**TENANT:**  
**INDEPENDENT SCHOOL DISTRICT 659**

BY: \_\_\_\_\_  
Ellen Iverson, Its School Board Chair

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF RICE         )

The foregoing instrument was acknowledged before me this 30th day of April, 2014, by Ellen Iverson, the School Board Chair of Independent School District 659, a Minnesota school district, on behalf of the school district and pursuant to the authority granted by its School Board.

\_\_\_\_\_  
Notary Public

EXHIBIT A

LEASE



**AMENDED NCRC LEASE AGREEMENT  
NORTHFIELD SCHOOL DISTRICT**

THIS AMENDED LEASE AGREEMENT ("Lease") dated this 27 day of January 2005, by and between the **CITY OF NORTHFIELD**, a Minnesota municipal corporation, ("Landlord") and Independent School District 659, a Minnesota school district ("Tenant").

**RECITALS**

A. Landlord owns the Northfield Community Resource Center ("NCRC"), located on the following described real property:

Lot 1, Block 5, Presidential Commons, City of Northfield, Rice County, Minnesota;

B. Landlord and Tenant entered into a Lease Agreement for premises located within the NCRC, which Lease is dated April 1, 1998 ("Original Lease");

C. The Original Lease included rent sharing by the City to compensate for capital contributions by the Tenant for the construction of the NCRC;

D. Landlord and Tenant desire to modify the rent sharing, terms and other provisions of the Original Lease;

E. The Original Lease is superseded and replaced by this Amended Lease.

NOW, THEREFORE, in consideration of the foregoing premises and the mutual covenants and agreements hereinafter set forth, the parties hereto agree as follows:

**ARTICLE ONE  
Definitions and Terms**


As used in this Lease, the following terms shall have the specific meanings set forth below:

1.1 "Landlord" means the City of Northfield, having as its address for notice purposes 801 Washington Street, Northfield, MN 55057-2565; Attention: City Administrator.

1.2 "Tenant" means Independent School District 659, having as its address for notice purposes 1400 South Division Street, Northfield, MN 55057.

1.3 "Capital Reserve" means the reserve fund established for the NCRC under the City's current Capital Improvement Program, as amended.

1.4 "Commencement Date" means April 1, 2005.

1.5 "Expiration Date" means March 31, 2014. 2015 

1.6 "Building" means the NCRC, 1651 Jefferson Parkway, Northfield, Minnesota, 55057.

1.7 "Operating Costs" means all costs which Landlord may incur in maintaining and operating the NCRC and the property on which it is located and, with respect to any calendar year, includes but is not limited to the following costs incurred by Landlord in such calendar year with respect to the NCRC: (i) all personnel costs for the Landlord's employees who provide services for the benefit of all tenants in the NCRC; (ii) all utility costs; (iii) all costs of contract agreements with private service contractors for such things as garbage collection, snow removal, grass mowing, and other contract agreements which benefit the entire NCRC; (iv) all costs of general liability and property insurance premiums; (v) all costs of building maintenance and regular custodial services provided to the tenants of the NCRC; (vi) real estate taxes, fees or charges imposed by any governmental entity or annual installments of special assessments levied against the Building or NCRC; (vii) all other costs which, under generally accepted accounting principals are expenses rather than capital improvements and which the Landlord will incur in owning, maintaining and operating the NCRC, exclusive of depreciation, interest or payments of principal on any debt to finance construction or other encumbrance; (viii) all costs of other capital expenditures made for repairs to the Building or purchase of equipment, which costs will be amortized over the expected life of such improvements; and (ix) all other costs which the parties agree are generally considered costs of operating or maintaining a facility such as the NCRC.

1.8 "Premises" means the 10,455 square foot area in the Building described in Exhibit A attached hereto.

1.9 "NCRC Rentable Area" means the total square feet of all areas in the Building offered by the City for rent, including the Shared Services Areas and excluding Common Areas.

1.10 "Shared Services Areas" mean meeting rooms, multi-purposes space, dining rooms and kitchen within the NCRC.

1.11 "Common Areas" mean exterior and interior common facilities including parking areas, driveways, delivery passages, general storage areas, mechanical rooms, truck-loading areas, walkways, landscaped areas and public restrooms appurtenant to the leased premises.

## **ARTICLE TWO**

### **Demising Clause**

Landlord leases to Tenant and Tenant leases from Landlord the Premises on the terms and conditions contained in this Lease.

Tenant shall have the nonexclusive right to use, in common with other NCRC tenants, Building Common Areas.

Landlord shall also make available to Tenant Shared Services Areas within the NCRC subject to scheduling procedures established by the Landlord and shall be contingent upon Landlord's need for use of the Shared Services Areas for important or urgent public functions such as but not limited to elections

and emergency management services on a priority basis, as determined by the Landlord. In the event of Landlord's priority use over Tenant's scheduled use of a Shared Services Area, Landlord shall give Tenant as much notice as reasonably possible.

### **ARTICLE THREE**

#### **Term and Possession**

3.1 Term. The Lease shall be for a term of ten (10) years, beginning on the Commencement Date and ending on the Expiration Date, unless terminated prior to the Expiration Date. Except as otherwise provided in this Lease, termination of the Lease prior to the Expiration Date requires mutual agreement by the Landlord and Tenant. Tenant shall be entitled to possession on the Commencement Date and shall give up possession on the Expiration Date.

### **ARTICLE FOUR**

#### **Rent**

4.1 Rent. Tenant shall, for the entire Lease Term, pay to Landlord as rent its Pro Rata Share, as hereinafter defined, of the NCRC Operating Costs and Capital Reserve.

Tenant shall pay on the first day of each calendar month during the Term, as Rent hereunder, one-twelfth (or rentable portion thereof for partial months) of Tenant's Pro Rata Share of Operating Costs and Capital Reserve. Tenant's Pro Rata Share of Operating Costs and Capital Reserve shall be determined based on the Rentable Square Feet assigned to the Tenant multiplied by the annual rent rate, which rate shall be established annually by the City based on projected operating costs divided by the total NCRC rentable square feet, excluding the Wellness Center. The 2005 rent rate is \$5.13 per square foot, and will be adjusted annually according to the Rentable Square Footage attributed to the Tenant as provided in Exhibit A.

In the event that there are operating costs which are directly and solely attributable to Tenant and are solely provided for Tenant's benefit, Tenant shall be directly responsible for that cost. However, in such a case, landlord shall not expend such monies without first consulting and obtaining the approval of Tenant. When in the reasonable determination of Landlord any service, including but not limited to HVAC, electrical, janitorial, and property management service, is provided disproportionately either to the Premises or to any other premises within the NCRC, then the Operating Cost per square foot payable hereunder may be increased or reduced, as the case may be, by Landlord's disproportionate service.

In the event the parties cannot agree on what constitutes an operating cost, the parties shall meet to resolve the issue. In the event the parties still cannot agree, they shall either appoint a neutral mediator, or shall submit such disagreement to the American Arbitration Association for binding arbitration.

### **ARTICLE FIVE**

#### **Payment of Taxes**

Landlord shall pay all taxes, assessments and governmental charges (collectively referred to as "Taxes") that accrue against the Premises during the Lease Term, which shall be included as part of the Operating Expenses charged to Tenant. Tenant shall be liable for all taxes levied or assessed against any personal property or fixtures placed in the Premises, whether levied or assessed against Landlord or Tenant.

#### **ARTICLE SIX**

##### **Permitted Use**

Tenant shall use the Premises for any services normally provided by Tenant and for no other purpose. Tenant shall not do or permit anything to be done in or about the Premises nor bring or keep anything therein which will in any way increase the existing rate of or affect any fire or other insurance upon the Premises or any of its contents, or cause a cancellation of any insurance policy covering the Premises or any part of the Premises or any of its contents. Tenant shall not do or permit anything to be done in or about the Premises which will in any way obstruct or interfere with the rights of other tenants or occupants of the Building or injure or annoy them or use or allow the Premises to be used for any unlawful or objectionable purpose, nor shall Tenant cause, maintain or permit any nuisance in, on or about the Premises. More specifically, Tenant shall not use or store any noxious chemicals on the Premises. Tenant shall not commit or allow to be committed any waste in or upon the Premises.

#### **ARTICLE SEVEN**

##### **Services**

7.1 Landlord shall provide the following services: (a) heat and air conditioning; (b) water and sewer; (c) electricity; (d) trash removal; (e) custodial services; and (f) phone service. The cost for these services shall be included as part of the Operating Expenses charged to Tenant.

7.2 Except as otherwise provided in this Agreement, all other services required by Tenant shall be supplied and paid for by Tenant.

7.3 Landlord does not warrant that any of the services referred to above or any other services that Landlord may supply will be free from interruption. Tenant acknowledges that any one or more of such services may be suspended if there is a strike, an accident, or if repairs or improvements must be made for reasons beyond Landlord's control. Any such interruption or discontinuance of service shall never be deemed an eviction or disturbance of Tenant's use and possession of the Premises, or any part thereof, or render the Landlord liable to Tenant for damages by abatement of rent or otherwise, or relieve Tenant from performance of Tenant's obligations under this Lease.

#### **ARTICLE EIGHT**

##### **No Subletting and No Assignment**

8.1 Tenant shall not assign its interest in this Lease and shall not sublet any portion of the Premises, or any right or privilege provided under the Lease or use of the Premises, or suffer any other person to occupy or use any portion of the Premises, except under the following conditions:

- (a) Tenant may only assign its interest in this Lease or sublet a portion of the Premises to a non-profit corporation approved, in writing, by the Landlord;
- (b) All rent charged by Tenant to a sublessee or assignee of any portion of the Premises under this Lease must be assigned to the Landlord; and
- (c) No rent credit shall be paid to Tenant for any portion of the Premises that is assigned or subletted during the period of assignment or subletting.

## ARTICLE NINE

### Quiet Possession and Subordination

9.1 Landlord covenants that Tenant, upon paying the Rent and performing the covenants under this Lease, shall peaceably and quietly have, hold and enjoy the leased Premises for the term of the lease.

9.2 This Lease is subject and subordinate to all present or future financial encumbrances on the Building, and is further subject to all present and future easements, conditions and encumbrances of record, and to all applicable laws, ordinances and governmental rules and regulations. Such subordination shall be self-executing without further act on the part of Landlord or Tenant; provided, however, that Tenant shall at any time hereafter, at the request of Landlord or any lien holder, or any purchaser of the Building, execute any instruments that may be required, and Tenant hereby irrevocably authorizes Landlord to execute and deliver in the name of Tenant any such instrument if Tenant fails to do so.

## ARTICLE TEN

### Landlord's Reserved Rights

Landlord reserves the following rights: (a) to maintain signs on the exterior or interior of the Building; (b) to designate and control all sources furnishing Building-related services to tenants; (c) to retain passkeys to all doors within and into the Premises; (d) during the last year of the Term to exhibit the Premises to prospective lessees; (e) to grant to anyone the exclusive right to conduct any particular business in the Building and schedule the use of Building Shared Services Areas; (f) to close the Building after regular working hours and on legal holidays and to effect such reasonable security measures as Landlord may deem appropriate and in the best interests of the Building and tenants; subject, however, to Tenant's right to admittance under such reasonable security regulations as Landlord may prescribe from time to time; (g) to take any and all measures necessary or desirable for the operation, safety, protection or preservation of the Building, including repairs, alterations, decorations, additions or improvements, whether structural or otherwise, in and about the Building or any part thereof, (h) to prepare and improve tenant space adjacent to the Premises (both vertically and horizontally), and in such preparation and improvement Landlord may create dust, noise and vibrations reasonably necessary to the completion of the work, and may temporarily obstruct doors, entry ways, public spaces and corridors on the same floor as the Premises, and to interrupt or temporarily suspend Building Services or facilities; (i) to enter to verify use of the Premises; and (j) to unilaterally amend or add to Building Rules adopted by Landlord. Landlord may enter upon the Premises and may exercise any or all of the foregoing rights without being deemed guilty of an eviction (actual or constructive) or disturbance of Tenant's use or possession and

without being liable in any manner to Tenant and without abatement of Rent or affecting Tenant's obligations hereunder.

## **ARTICLE ELEVEN**

### **Alterations and Improvements**

11.1 Landlord has made no promise to alter, remodel, repair or improve the Premises and has made no representation of the condition of the Premises or the Building other than what is contained in this Lease.

11.2 Tenant is solely responsible for any alterations, improvements or additions to the Premises (hereinafter referred to as a "Change"). Tenant shall make no material Change to the Premises without the Landlord's prior consent. Landlord shall not unreasonably deny any request for alterations or improvements so long as such alterations or improvements do not substantially affect Landlord's leasing of the remainder of the Building. Tenant shall allow no mechanic's liens to be incurred or filed against the Premises. Tenant shall promptly pay for all alterations and additions which it may make under this Lease, and shall save and hold harmless Landlord from any and all losses, including attorneys' fees, incurred by reason of mechanic's liens or other claims for skill, labor or material furnished or performed, or claimed to have been furnished or performed, on account of any such alterations or additions made by Tenant hereunder. Tenant may contest any such mechanic's liens and prosecute all proceedings for the purpose of such contest pursuant to Minn. Stat. §514.01, et seq. Tenant shall indemnify Landlord against any loss or liability by reason of such contest.

11.3 Tenant shall not place or maintain any signs on the exterior or interior of the Premises or the Building, without authorization by Landlord. The Tenant may, however, place and maintain a sign on interior door to the Premises stating the name of the business.

## **ARTICLE TWELVE**

### **Repairs and Replacements**

Landlord shall maintain and keep the Building in good condition, the cost of which shall be included as part of the Operating Expenses charged to Tenant. Except that Tenant will bear maintenance or repair costs for damage to the Building caused by acts or omissions of Tenant, its agents, employees, contractors, guests or invitees. Tenant, at its expense, shall keep the Premises in a safe and tenantable condition and in first class order, repair and appearance. If Tenant does not do so, Landlord may (but need not) restore the Premises to a safe and tenantable condition, and Tenant shall pay the cost upon being billed by Landlord. This Article shall not apply to damage or destruction otherwise provided for in this Lease.

## **ARTICLE THIRTEEN**

### **Destruction or Damage**

If all or a substantial portion of the Premises is rendered untenantable by fire or casualty, and it is reasonably anticipated by Landlord that even though undertaken and pursued with all due diligence, it will require more than four (4) months to repair the Premises, then within twenty-one (21) days after the fire or casualty, Landlord shall send a written notice of its determination to the Tenant. Then either party may

terminate this Lease as of the date of the fire or casualty by sending the other party a notice in writing of its election to so terminate within fourteen (14) days after the date of the notice from the Landlord described above. If this Lease is not terminated, Landlord shall proceed to repair the Premises at Landlord's expense and Rent shall equitably abate on a per diem basis during the period of damage by fire or casualty during the period of construction until the Premises are restored to a tenantable condition. If only a portion of the Premises are rendered un-tenantable the Rent shall equitably abate in proportion to the non-usability of the Premises during the period of untenability.

#### ARTICLE FOURTEEN

##### Hold Harmless

Tenant shall defend, indemnify and hold Landlord harmless from any liability, loss, cost, and obligations, including reasonable attorneys' fees, arising out of the use of the NCRC by Tenant, Tenant's employees, officers, agents, clients and invitees.

#### ARTICLE FIFTEEN

##### Holding Over

15.1 If Tenant without the consent of Landlord retains possession of the Premises or any part thereof after termination of the Term, then Landlord can elect to recover possession of the Premises by pursuing its rights under this Lease or at law. In such event Landlord shall further be able to recover in damages for the period Tenant holds over an amount equal to one hundred fifty percent (150%) of the Rent payable for the month immediately preceding the commencement of said holding over computed on a daily basis until Landlord receives possession of the Premises and in addition thereto, Tenant shall pay Landlord all direct damages sustained by reason of Tenant's retention of possession. Or Landlord can elect to retain Tenant on a month to month tenancy, terminable in accordance with law at a Rent equal to one hundred fifty percent (150%) of the rate payable for the month immediately preceding the commencement of said holding over computed on a per month basis for each month or part thereof that Tenant remains in possession.

15.2 Landlord shall exercise its election of one of the above described alternatives by delivering a written notice thereof to Tenant within ten (10) days after the first day of Tenant's retention of possession beyond the Term. In the event that Landlord fails to exercise its election as provided above, then Landlord shall be conclusively presumed to have elected to retain Tenant on a month to month tenancy, terminable in accordance with law at a Rent as provided under this Lease.

#### ARTICLE SIXTEEN

##### Surrender of Possession

Upon the termination of the Lease Term, Tenant shall immediately surrender the Premises (together with any Changes) to Landlord in good order, repair and condition, ordinary wear and fire or casualty losses for which Tenant is not responsible excepted, and shall remove all office furniture and equipment, trade fixtures and other items of Tenant's property on the Premises. Tenant shall pay Landlord upon demand the cost of repairing any damage to the Premises and to the Building caused by such removal. Tenant shall leave the Premises in a broom clean condition. If Tenant fails or refuses to

remove Tenant's property from the Premises, Tenant shall be presumed to have abandoned the property and Landlord may dispose of the property without incurring liability, at Tenant's expense.

## **ARTICLE SEVENTEEN**

### **Compliance with Laws, Ordinances and Regulations**

17.1 Throughout the Term of this Lease, Tenant, at its sole cost and expense, shall promptly comply with all present and future laws, ordinances, orders, rules, opinions, directives, regulations and requirements of all federal, state, city and other local governments.

17.2 Tenant shall likewise observe and comply with, or shall cause to be observed and complied with, all the requirements of all policies of comprehensive general liability, fire and other insurance at any time in force with respect to the Premises.

## **ARTICLE EIGHTEEN**

### **Insurance**

Landlord shall maintain general liability insurance at the statutory municipal tort liability limit and shall provide worker's compensation insurance for Landlord's employees. Landlord shall maintain property insurance of the Building, including the Premises. These costs shall be allocated proportionally to Tenant as an Operating Expense. Landlord shall name Tenant as an additional loss payee on any property insurance on the Building to the extent that Tenant would have a right of recovery of capital cost in the event of a termination. Tenant shall maintain insurance on Tenant's property located in and upon the Premises, and shall assume the risk of loss to such property on the Premises.

## **ARTICLE NINETEEN**

### **Default and Remedies**

If Tenant shall default in the payment of any installment of the Rent or in the payment of any other sum required to be paid by Tenant under this Lease and such default shall continue for five (5) days after written notice to Tenant, or if Tenant shall default in the observance or performance of any of the other covenants or conditions in this Lease which Tenant is required to observe or perform and such default shall continue for thirty (30) days after written notice to Tenant, or if a default involves a hazardous condition and is not cured by Tenant immediately upon written notice to Tenant or if the interest of Tenant in this Lease shall be levied upon under execution or other legal process, or if any voluntary petition in bankruptcy or for corporate reorganization or any similar relief shall be filed by Tenant, or if any involuntary petition in bankruptcy shall be filed against Tenant under any federal or state bankruptcy or insolvency act and shall not have been dismissed within thirty (30) days following the filing thereof, or if a receiver shall be appointed for Tenant or any of the property of Tenant by any court and such receiver shall not be dismissed within thirty (30) days from the date of appointment, or if Tenant shall make an assignment for the benefit of creditors, or if Tenant shall abandon or vacate the Premises, then Landlord may treat the occurrence of any one or more of the foregoing events as a breach of this Lease and thereupon at its option may, without notice or demand of any kind to Tenant or any other person, terminate this Lease and immediately repossess the Premises, in addition to all other rights and remedies provided at law or in equity. The provisions of this section shall survive any termination of this Lease.



## ARTICLE TWENTY

### Notices

All notices required under the terms of this Lease shall be deemed to have been properly served or given three (3) days after their deposit in the United States mail if sent by registered or certified mail, return receipt requested, postage prepaid or two (2) days after deposit in a nationally recognized overnight courier service, addressed to Landlord or Tenant at the addresses identified in Article One or to such other address within the continental limits of the United States and to the attention of such party as the parties may from time to time designate by written notice to the other.

## ARTICLE TWENTY-ONE

### Miscellaneous

21.1 No third party is entitled in any way to rely upon any provision in this Lease. This Lease is intended solely for the benefit of Landlord and Tenant and no third party shall have any rights or interest in any provision of this Lease, or as a result of any action or inaction of the Landlord in connection therewith.

21.2 The exhibits attached to this Lease are considered an integral part of it as if fully set forth within it.

21.3 All prior understandings, letters of intent, discussions and agreements are merged in the governing terms of this Lease, which is a complete and final written expression of the intent of the parties. This Lease may be amended only pursuant to the terms of an exhibit, if attached and executed for that purpose, or by a separately signed writing between the parties. This Lease may not be amended or modified orally.


IN TESTIMONY WHEREOF, as of the day and year first hereinabove written the parties have executed this Lease.

LANDLORD:  
CITY OF NORTHFIELD

BY:

  
Its Mayor

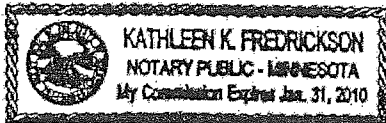
AND

  
Its City Administrator

(SEAL)

STATE OF MINNESOTA )  
( ss.  
COUNTY OF RICE )

The foregoing instrument was acknowledged before me this 1<sup>st</sup> day of May, 2005, by Lee Lansing and by Susan Hoyt, respectively the Mayor and City Administrator of the City of Northfield, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.



Kathleen K. Fredrickson  
Notary Public

TENANT:

Independent School District 659

BY:

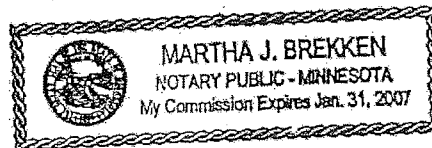
Kari Nelson  
Its Board Chair

STATE OF MINNESOTA )  
( ss.  
COUNTY OF RICE )

The foregoing instrument was acknowledged before me this 11<sup>th</sup> day of July, 2005 by Kari Nelson, the Board Chair of Independent School District, a mn School District, on behalf of the Board of Education. 659

Martha J. Brekken  
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:  
CAMPBELL KNUTSON  
Professional Association  
317 Eagandale Office Center  
1380 Corporate Center Curve  
Eagan, MN 55121  
Telephone: (651) 452-5000

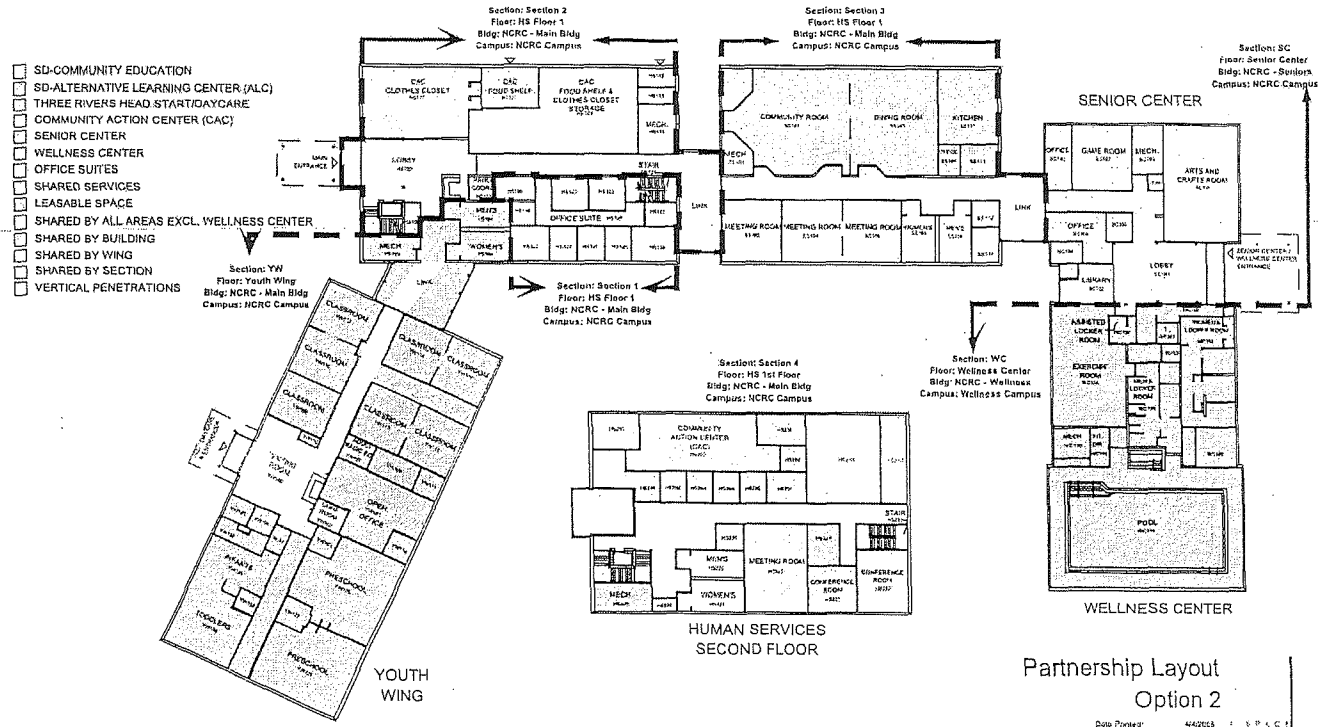


**EXHIBIT A**

**Diagram of Premises**

# NORTHFIELD COMMUNITY RESOURCE CENTER

## HUMAN SERVICES - SHARED SERVICES



## Grant Application Approval Form

Date 4.15.14

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 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	<u>Reaching Young Hispanic Readers</u>
Project Period	From: <u>Sept. 2014</u> To: <u>MAY 2015</u>
Funding Source	<u>MDE</u>
Application Deadline	<u>April 22, 2014</u>
List all Grant Applicants	<u>Media Centers</u>
School/Department	<u>Media/Technology - all 5 buildings</u>
Contact Person	<u>Mary Hansen</u> Phone No. <u>507.645.3436</u>
Project Information	
Brief Proposal Description	<u>Requesting money to purchase Spanish and English materials for the media centers and the WAS Hispanic book club.</u>
Project Goal (in one Sentence)	<u>Increase reading proficiency in the Hispanic student population.</u>
List All Personnel Involved in Application	<u>Mary Hansen, Val Mertesdorf, Rebecca Glassing, Amy Siewe, Ann Herr, Amanda Heinrich, Gerald Johnson, Susan Sandersen</u>
Budget Information	
Amount Requested	\$ <u>12,000</u>
Matching Funds	<input type="checkbox"/> Are Required <input checked="" type="checkbox"/> Not Required
Source of Matching Funds	

Required Documents Attached: ☐ Completed Application ☐ Rough Draft ☐ Summary of Application

Mary Hansen  
Project Initiator Signature

[Signature]  
Building Principal or District Administrator Signature

☐ Approved by the School Board ☐ Not Approved by the School Board Date \_\_\_\_\_

To: Northfield Public Schools Board of Education

From: Pam Haupt, Director of Child Nutrition

Re: Prime Vendor contract

Date: April 24<sup>th</sup>, 2014

The Northfield Public Schools requested proposals for the Child Nutrition Department's prime vendor contract. The prime vendor provides the bulk of our common items used in daily meal preparation.

Three vendors responded to our request. My recommendation is to accept the lowest responsible proposal from Upper Lakes Foods. Their proposal included a 'fixed fee per case' of \$0.47. This is a historically low fee due to incredible competition in this market place.

The agreement is for one year with an option to renew for up to four additional years. Either party can end the agreement with 60 days advance notification.

We are excited to enter into a working relationship with Upper Lakes Foods!