

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

May 12, 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
Coaches Scott Quiring and Tina Dokken and students Lauryn Sellner, Mackenzie Matthews, Katie Brust and Erik Lundstrom spoke in favor of the Clay Target Team becoming a Northfield School District Activity.
- IV. Approval of Minutes
On a motion by Pritchard, seconded by Maple, minutes of the Regular School Board meeting held on April 28, 2014, were unanimously approved.
- V. Announcements and Recognitions
 - The following students represented Northfield Middle School at State History Day on May 3: Celine Falcon Geist, Emmett Forster, Karissa Freundsuh, Rowen Jasnoch, Elias Kruse, James Muth, Christina Narveson, Lia Pak, Milo Paxton, Kaia Schomburg and Samuel Temple. Congratulations to all of the participants and to Lia Pak and Samuel Temple who each received honorable mention for their individual documentaries.
 - The Northfield Middle School Student Council led a month long effort to examine the impact of cancer upon our school community and the special people in their lives. They also collected \$1646.15 for the American Cancer Society through weekly fun activities at school.
 - Northfield Middle School staff, students, and families teamed up with TORCH and Growing Up Healthy to host the 4th annual Cinco de Mayo celebration. An estimated gathering of over 500 participants enjoyed food, entertainment and games. Tickets for treats and games raised \$500 for a TORCH scholarship.
 - Middle School Social Studies Teacher Earl Weinmann has been named a regional honoree in the WEM Foundation's 2014 Outstanding Educator Awards program. Mr. Weinmann is being honored in the Teacher Achievement category, which recognizes exemplary teachers who support, inspire and assist students to attain greater learning, as evidenced by student achievement.
 - Several Northfield High School music students have been chosen to participate in the 2014-2015 All-State Music Ensembles. These students were selected from over 1900 student recorded auditions. They will participate in a 1-week camp in August and perform at the annual MMEA Midwinter Clinic in February 2015 in Orchestra Hall. Congratulations to the following students: Choir: Jacob Fry, Abigail Goerd, Payton Mansfield, Greta Nelson, Sami Ponder, and Hannah Varley. Orchestra: Henry Beimers. Band: Alison Langston, Miles Broske, and William Beimers.
 - Congratulations to Director of Finance Val Mertesdorf on her selection as the 2014 Minnesota Association of School Business Officials (MASBO) 'Rising Star' award recipient.
 - Maple attended "Science Rocks" at Sibley Elementary School and said it was great.
 - Pritchard thanked the many people and companies for their contributions towards a very successful Prom this year.
 - Pritchard also thanked Principal Nancy Antoine and her staff at Bridgewater for their wonderful interpretation of the Camp Hero theme. The school was creatively transformed with wonderful art and displays centered on the themes of fitness, leadership, character education and even some fundraising.

VI. Items for Discussion and / or Reports

1. Proposed 2014-2015 Budgets.

Operating Capital, Health & Safety Budgets: Director of Finance, Val Mertesdorf presented the proposed 2014-15 Capital and Health & Safety budget. This budget is part of the District's General Fund budget, but requires separate accounting and fund balance reserves. A comprehensive preliminary budget for all funds will be presented for approval in June; however, because of the short timeline to complete projects in the summer months before school starts in the fall, administration will request approval of this portion of the budget at the May 27, 2014 meeting.

Internal Service Fund Budget: Ms. Mertesdorf then presented the proposed 2014-15 Proprietary or Internal Service Fund Budget. The purpose of the internal service fund is to record the financial transactions of the District's self-insured health and dental plans. The Benefits Advisory Committee is recommending increasing the dental premium 50% to bring premiums half way back to where they were in 2012. The Committee is recommending holding the health premiums flat for the 2014-2015 school year.

No Board action was required at this meeting.

2. Community Services Preliminary FY 15 Budget.

Director of Community Services Erin Mayberry presented Community Services' preliminary FY 15 budget. The FY 15 proposed preliminary budget has been developed with the input from each program coordinator. The Community Services Advisory Council approved the preliminary budget at their April 22, 2014, meeting and recommends this budget to the School Board. The budget reflects revenues of \$1,972,058 and expenditures of \$1,951,395. Staff members are reviewing the Facilities Use Policy and current fees and will bring a recommendation to the Board at a later time. No Board action was required at this meeting.

VII. Superintendent's Report

A. Items for Individual Action

1. Middle School Dance as a Northfield School District Activity.

On a motion by Stratmoen, seconded by Fossum, the Board unanimously approved Middle School Dance as a Northfield School District Activity effective with the 2014-2015 school year, as recommended by the Activities Advisory Committee.

2. Clay Target as a Northfield School District Activity.

On a motion by Hardy, seconded by Pritchard, the Board, on a 5 to 2 vote, approved Clay Target as a Northfield School District Activity effective with the 2014-2015 school year, as recommended by the Activities Advisory Committee. Voting 'yes' was Fossum, Pritchard, Hardy, Stratmoen and Iverson. Voting 'no' was Maple and Nelson.

B. Items for Consent Grouping

On a motion by Stratmoen, seconded by Maple, with Nelson abstaining, the Board approved the following items listed under the Consent Grouping.

1. Gift Agreement.

The Board approved the Gift Agreement with the Northfield Wrestling Club. The Club is donating \$7,800 to be used towards the purchase of a new wrestling mat.

2. Middle School Overnight Student Field Trip Request for 2014-2015.

The School Board approved the annual SCOPE trip to Missouri to visit sites connected with the James Younger Gang. This trip will take place June 6 and 7, 2015.

3. Personnel Items.

a. Appointments*

1. Lynn Krominga, Assistant Director of Special Education for the District, beginning 07/01/2014; Non-Union Administrative (Director); Step 1.

2. Kristy Severson, Long-Term Substitute Special Education LD Teacher with Special Services beginning on date to be determined through 06/06/2014; MA, Step 6.
 3. Targeted Services Summer Plus Site Teachers beginning 06/19/2014 – 08/07/2014, Monday-Thursday (staff training day on June 19th):
 - Matt Dueffert – at the Middle School for 3 hours/day 9:30 a.m. – 12:30 p.m. – Year 1, \$26.32/hour.
 - Megan VanZuilen – at the Middle School for 3 hours/day 9:30 a.m. – 12:30 p.m. – Year 1, \$26.32/hour.
 4. Targeted Services Summer Plus Site Assistants beginning 06/19/2014 – 08/07/2014, Monday-Thursday (staff training day on June 19th):
 - Savannah Bird – at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 2, \$11.55/hour.
 - Rachel Clark – at Sibley Elementary for 5.5 hours/day 9:45 a.m. – 3:15 p.m. – Step 1, \$11.25/hour.
 - Tony Daza – at Sibley Elementary for 5.5 hours/day 9:45 a.m. – 3:15 p.m. – Step 1, \$11.25/hour.
 - Callie Gonyea – at Sibley Elementary for 5.5 hours/day 9:45 a.m. – 3:15 p.m. – Step 1, \$11.25/hour.
 - Sophie Guterl – at Sibley Elementary for 5.5 hours/day 9:45 a.m. – 3:15 p.m. – Step 1, \$11.25/hour.
 - Christian Lozada – at Sibley Elementary for 5.5 hours/day 9:45 a.m. – 3:15 p.m. – Step 3, \$11.84/hour.
 - Amanda Malecha – at Sibley Elementary for 5.5 hours/day 9:45 a.m. – 3:15 p.m. – Step 3, \$11.84/hour.
 - Frank Meyer – at Sibley Elementary for 5.5 hours/day 9:45 a.m. – 3:15 p.m. – Step 2, \$11.55/hour.
 5. Seasonal Building & Grounds Workers in the District for 8 hours/day, Monday-Friday 7:00 a.m. – 3:30 p.m.:
 - Leif Bade – beginning 05/19/2014 – 09/01/2014; \$12.00/hour.
 - Matthew Bettinger – beginning 05/13/2014 – 09/01/2014; \$12.00/hour.
 - Megan Christophersen – beginning 05/19/2014-09/01/2014; \$9.25/hour.
 - David Piper – beginning 06/16/2014 – 08/22/2014; \$12.25/hour.
 - Nikole Webster – beginning 05/19/2014 – 09/01/2014; \$9.25/hour.
 6. Community Services Recreation Positions:
 - Sam Coleman, Soccer Skills Now Staff beginning 04/29/2014 – 05/16/2014; \$7.50/hour.
 - Kendrick Paulson, Volleyball staff beginning 04/22/2014 – 05/15/2014; \$10.00/hour.
 - Eli Regnier, Soccer Skills Now Staff beginning 04/29/2014 – 05/16/2014; \$10.00/hour.
 7. Daniel Langan, Community Services Recreation, Soccer Skills Now Staff \$7.50/hour beginning 05/12/2014 – 05/16/2014. Outdoor Pursuits Supervisor \$10.00/hour; Summer Soccer Staff \$7.50/hour; Summer Track Supervisor \$10.00/hour; Adventure Mania Supervisor \$10.00/hour; Family Frenzy Supervisor \$10.00/hour; beginning 05/12/2014 – 08/31/2014.
 8. Event Workers – Activities: Brandy Green, Ryan Pietsch and Rose Turnacliff
- b. Increase/Decrease/Change in Assignment
1. Ray Coudret, 1.0 FTE Math Teacher at the High School; change to Interim Assistant Principal at the Middle School beginning 07/01/2014 – 06/30/2015.
 2. Mauricio Lozada, Middle School Youth Center Site Assistant at the Middle School, extended additional two weeks from 05/08/2014 – 05/22/2014.
 3. Maelynn Rosas, Middle School Youth Center Site Assistant at the Middle School, extended additional two weeks/hours from 05/08/2014 – 05/22/2014.
 4. John Sand, .9 FTE PE/Health Teacher at the High School, change to 1.0 FTE PE/Health Teacher at the High School beginning 08/25/2014.

5. Andria Schwalbe, Hand in Hand/ECFE Preschool teacher at Longfellow for 20 hours/week, add ECFE Family School Teacher at the NCRC for additional 10 hours/week beginning 12/1/2013.
6. Alisha Traeder, Special Education PCA at Longfellow for 10.5 hours/week , change to 10 hours/week beginning 05/05/2014 – 06/06/2014.
7. Judi Vitito, 1.0 FTE 4th Grade Teacher at Sibley, change to 1.0 FTE RtI Coach at Bridgewater beginning 07/01/2014 through June 2015.
8. Targeted Services Summer Plus Site Assistants beginning 06/19/2014 – 08/07/2014, Monday-Thursday (staff training day on June 19th):
 - Amy Atkinson – at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 1, \$11.25/hour.
 - Sheila Atkinson - at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 1, \$11.25/hour.
 - Elizabeth Brewer – at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 3, \$11.84/hour.
 - Stephanie Diamond – at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 1, \$11.25/hour.
 - Javier Kell – at Sibley Elementary and the Middle School for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 1, \$11.25/hour.
 - Bonnie Klamm – at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 4, \$12.15/hour.
 - Rustianna Mechura – at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 2, \$11.55/hour.
 - Arlette Nelson – at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 4 - \$12.15/hour.
 - Maelynn Rosas – at the Middle School for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 1, \$11.25/hour.
 - Dee Tomczik – at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 4, \$12.15/hour.
 - Kim Tousignant – at Sibley Elementary for 5.5 hours/day 9:45 a.m.-3:15 p.m. – Step 1, \$11.25/hour.
9. Targeted Services Summer Plus Teachers beginning 6/19/2014 through 08/07/2014, Monday-Thursday for 3 hours/day from 9:30 a.m. – 12:30 p.m. (staff training day on June 19th):
 - Ruben Alvarez – at the Middle School – Year 6 - \$26.92/hour.
 - Christa Danielson – at Sibley Elementary – Year 10, \$27.39/hour.
 - Brittany Ellerbusch – at Sibley Elementary – Year 4, \$26.92/hour.
 - Robert Garcia – at Sibley Elementary – Year 4, \$26.92/hour.
 - Jessica Jessen – at Sibley Elementary – Year 4, \$26.92/hour.
 - Brent Rauk – at Sibley Elementary – Year 1, \$26.32/hour.
 - Amanda Schrader – at Sibley Elementary – Year 10, \$27.39/hour.
 - Paula Seeberg – at Sibley Elementary – Year 1, \$26.32/hour.
 - Melissa Spitzack – at Sibley Elementary – Year 3, \$26.32/hour.
 - Gina Swenson – at Sibley Elementary – Year 1, \$26.32/hour.
 - Diane Torbenson – at Sibley Elementary – Year 1, \$26.32/hour.
 - Lily Trelstad – at Sibley Elementary – Year 1, \$26.32/hour.
 - Peg Witt – at Sibley Elementary – Year 6, \$26.92/hour
 - Katherine Woodstrup – at Sibley Elementary – Year 4, \$26.92/hour.
10. Ann Dybvik, 1.0 FTE SLP/NB Teacher at Longfellow, change to 1.0 FTE SLP teacher at Sibley/Longfellow beginning 08/25/2014.
11. Cecelia Green, Child Nutrition Manager I at GVP for 7.5 hours/day, change to Child Nutrition Manager II at the High School for 8 hours/day beginning 05/19/2014 for periodic training.

12. Nancy Gunderson, Child Nutrition Associate III at the HS for 7.5 hours/day, change to Interim Child Nutrition Manager II at the HS for 8 hours/day beginning 04/21/2014 – 06/06/2014.
 13. MaryDee Kuklok, 1.0 FTE D/HH Teacher at Bridgewater, change to 1.0 FTE D/HH Teacher at the Middle School beginning 08/25/2014.
 14. Amanda Schrader, correction from Targeted Services Summer Plus Teacher to Summer Plus Substitute Teacher.
 15. Sara Webster, .90 FTE SLP Teacher at Sibley/Longfellow, change to 1.0 FTE SLP Teacher at Sibley beginning 08/25/2014.
- c. Leaves of Absence
1. Melissa Bernhard, Family/Medical Leave of Absence beginning on or about 09/19/2014 and returning to work on 10/31/2014.
 2. Ray Coudret, 1.0 FTE Leave of Absence from High School Math teaching position for the 2014-15 school year. He will serve as the Interim Assistant Principal at the Middle School for the 2014-15 school year.
 3. Gabriela Nieves Marquez, Family/Medical Leave of Absence beginning 04/25/2014 as needed for up to 60 work days.
 4. Brianna Spittle, EarlyVentures Site Assistant at Longfellow, Family/Medical Leave of Absence beginning 05/01/2014 – 05/09/2014.
- d. Advancement of Licensed Staff to Tenure Status 2014-15
Geoff Staab, Rafael Estrella, Jamie Wiebe, Tina Holum, Stephani Carlson, Shari Karlsrud, Ann Jerdee, Claiborne Day, Laura McManus, Karleen Sherman and Gina Swenson
- Advancement of Licensed Staff to Third Year Probationary Status
Elaine Harries, Hope Langston, Wendy Shampine, Natalie Czech, Jessica Jessen, Dana Sonnicksen, Ann Ackerman, Lily Trelstad, Scott Stanina, Kimberly Milne, Joseph Jorgensen, Michelle Gaertner and Annette Cerreta
- Advancement of Licensed Staff to Second Year Probationary Status
Sara Anderson, Elizabeth Ryan, Stefanie Bothun, Maren Wacholz, Anita Sasse and Mary Coyne
- e. Resignations
1. Jane Dolan, Assistant Cross Country Coach at the High School, resignation effective 05/12/2014.
 2. Sarah Van den Akker, Middle School EL & Social Studies Teacher, resignation effective at the end of the 2013-14 school year.

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

VIII. Items for Information

1. Enrollment Report – May 2014.
2. Upcoming dates:
Friday, May 30 – 1:00 PM – Area Learning Center Graduation, Longfellow Gymnasium
Sunday, June 1 – 2:00 PM – High School Graduation, Memorial Field

IX. Future Meetings

Tuesday, May 27, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, June 9, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Maple, seconded by Fossum, the Board adjourned at 8:40 PM

Noel Stratmoen
School Board Clerk