

**NORTHFIELD PUBLIC SCHOOLS**  
**Office of the Superintendent**  
**Memorandum**

**TO:** Board of Education  
**FROM:** L. Chris Richardson, Ph.D., Superintendent  
**RE:** Table File Items for May 27, 2014, Regular School Board Meeting

IV. Approval of Minutes

An announcement made by Board Member Julie Pritchard was inadvertently omitted from the May 12, 2014, School Board minutes. Please add: "Board member Pritchard 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."

VII. Superintendent's Report

B. Items for Consent Grouping

4. Personnel Items.

a. Appointments \*

16. Tricia Christopherson, 1.0 FTE EL Long-Term Substitute Teacher at Sibley Elementary beginning 05/19/2014 – 05/30/2014; BA, Step 6.
17. Katherine Klein, .4 FTE Geoscience Teacher at the Middle School beginning 08/25/2014 – 06/05/2015; MA, Step 2.
18. Amanda Kunkel, ESY Secondary Teacher at the Middle School for 3.5 hours/day beginning 07/01/2014 – 07/31/2014; BA, Step 1.
19. Anna Spencer, Second Grade Companeros Teacher at Bridgewater Elementary beginning 08/25/2014; BA, Step 1.
20. Mary Harrity-Davidson, .50 FTE Physical Education Teacher at the Middle School, add .25 FTE Physical Education Teacher at the ALC beginning 8/25/2014 through 6/5/2015.

b. Increase/Decrease/Change in Assignment

11. Kristin Basinger, Education Assistant at Sibley, add Targeted Services Elementary Summer PLUS Site Lead at Sibley for 5.5 hours/day, Monday-Thursday beginning 06/19/2014 – 08/07/2014; Step 4 - \$15.19/hour.
12. Anna Braun, Special Education Coordinator, change to Special Education Teacher at the Middle School beginning 08/25/2014; MA+45, Step 14.
13. Renee Burnham, ALC English Teacher at Longfellow, add HS Summer School Teacher at Longfellow for 5 hours/day, Monday-Thursday beginning 06/10/2014 – 07/24/2014.
14. Erin Carson, .90 FTE Social Studies Teacher at the High School, change to .4 FTE Geography-8 Teacher at the Middle School beginning 08/25/2014 – 06/05/2015; and .2 FTE Reading Lab Instructor at the Middle School beginning 08/25/2014 – 01/23/2015 (Semester 1).
15. Danielle Crase, Sped EA-PCA at Sibley, change from temporary position to on-going position 8:00 am – 3:15 pm, beginning 05/21/2014.
16. Paul Eddy, 1.0 Math Teacher at the HS, add HS Summer School Math Teacher at Longfellow for 5 hours/day, Monday-Thursday beginning 06/19/2014 – 08/07/2014.
17. Shelly Kruger, Special Education PCA at the High School, add Special Education PCA at the High School Football program for 2 hours/day beginning 08/11/2014 – 08/22/2014; Class IV, Step 3 - \$14.32/hour.
18. Beth Kuyper, Special Education PCA (Class IV) at the Middle School, add Sped EA Bus PCA at the Middle School for .5 hours/day Monday-Thursday beginning 05/27/2014 – 06/06/2014.; Class IV, Step 6 - \$15.39/hour.
19. Jeanne Mahoney-Hanzlik, 1.0 Science Teacher at the Middle School, add HS Summer School Teacher at Longfellow for 5 hours/day, Monday-Thursday, beginning 06/10/2014 – 07/24/2014.
20. Jed McGuire, Special Ed EA-PCA at Bridgewater, add Targeted Services Elementary Summer PLUS Site Assistant at Sibley for 5.5 hours/day beginning 06/19/2014 – 08/07/2014; Step 1 - \$11.25/hour.

21. Curt Mikkelson, Social Studies Teacher at the Middle School, add HS Summer School Teacher at the High School for 4 hours/day, Monday-Thursday beginning 06/10/2014 – 06/30/2014.
22. Elizabeth Schmidt, Sped EA-PCA at Sibley, change from temporary position to on-going position 8:00 am – 3:25 pm, beginning 05/21/2014.
23. Deb Seitz, Special Education Teacher at the Middle School, add Homebound Instructor at the Middle School beginning 05/20/2014 – 06/06/2014.
24. Darcy Seurer, ALC Social Studies Teacher at Longfellow, add HS Summer School Teacher at Longfellow for 5 hours/day, Monday-Thursday, beginning 06/10/2014 – 07/24/2014.
25. Brian Stevens, .8 FTE Social Studies Teacher at the High School, increase to 1.0 FTE Social Studies Teacher at the High School beginning 08/25/2014.
26. Sara Tetreault, MSYC Site Lead at the Middle School, add Targeted Services Middle School Summer PLUS Site Lead for 5.5 hours/day, Monday-Thursday beginning 06/19/2014 – 08/07/2014; Step 2, \$14.31/hour.
27. Extended School Year (ESY) PCA Positions for 3.5 hours/day Monday-Thursday beginning 07/01/2014 through 07/31/2014 (no class on July 2,3,4):
  - Allyson Bernstorff at Sibley
  - Shari Bridley at Longfellow
  - Danielle Crase at Sibley
  - Shelly Kruger at the Middle School
  - Lindsay Mehrhoff at Sibley
  - Jackie Moon at the Middle School
  - Darla Neufeldt at Sibley
  - Deb Pack at the Middle School
  - Lindsay Schacht at Sibley
  - Tammy Schwagerl at the Middle School
  - Jennifer Severson at Longfellow
  - Amanda Story at Longfellow
  - Linda Wasner at the Middle School
  - Carina Zick at Sibley
  - Laura Goodwin, ESY PCA at Longfellow/ALC for 2 hours/day (Monday/Wednesday/Friday) beginning 06/10/2014 – 06/24/2014 and 07/07/2014 – 07/24/2014.
  - Mary Boyum at Sibley
  - Christina Chappuis at Sibley
  - Teresa Findlay at the Middle School
  - Yolanda Loken at Longfellow
  - Jacqueline Meyer at the Middle School
  - Lauren Murtha at the Middle School
  - Jacob Odell at the Middle School
  - Molly Peterson at the Middle School
  - Elizabeth Schmidt at Sibley
  - Andrea Schwalbe at Longfellow
  - Peggy Sheehy at Sibley
  - Andrea Waldock at Sibley
  - Lori Witt Macrae at Sibley
28. Extended School Year (ESY) Teacher Positions for 3.5 hours/day Monday-Thursday beginning 07/01/2014 through 07/31/2014 (no class on July 2,3,4):
  - Katie Auge – ESY ECSE Teacher at Longfellow for 17 days
  - Kiwi Bielenberg, ESY Elementary Teacher at Sibley for 17 days
  - Debra James, ESY ECSE Teacher at Longfellow for 9 days
  - Kathryn Lean, ESY Secondary Teacher at the Middle School for 17 days
  - Kim Rohr, ESY Elementary Level Teacher at Sibley for 17 days
  - Debra Seitz, ESY Elementary Level Teacher at Sibley for 17 days
  - Dawn Sorenson, ESY ECSE Teacher at Longfellow for 9 days
  - Lydia Tilstra, ESY Elementary Level Teacher at Sibley for 17 days
29. Extended School Year (ESY) Teacher Positions:
  - Anne Balluff, ESY Homebound Teacher for 16 days beginning 07/01/2014 – 08/15/2014.
  - Anne Dybvik, ESY Speech Pathologist at LF/MS/SB beginning 07/01/2014 – 08/30/2014.
  - Joseph Jorgensen, WB-L ESY for up to 20 hours beginning 07/01/2014 – 08/15/2014; and ESY Secondary Teacher for 2 hours/day for 13 days beginning 07/01/2014 – 07/31/2014.
  - Laurie Larson, ESY Physical Therapist at LF/MS/SB beginning 07/01/2014 – 07/31/2014

- Mary Magnuson, ESY Teacher at Longfellow/ALC for 2.25 hours/day on Tuesdays only beginning 06/10/2014 – 06/24/2014.
  - Stephanie Mahal, ESY Occupational Therapist at LF/MS/SB beginning 07/01/2014 – 07/31/2014.
  - John Schnorr, ESY Speech Pathologist at LF/MS/SB beginning 07/01/2014 – 08/30/2014.
  - William Seeberg, ESY Elementary Level Teacher at Sibley for 2.5 hours/day for 17 days, Monday-Thursday beginning 07/01/2014 – 07/31/2014.
  - Lisa Weis, ESY Teacher at Longfellow/ALC for 2.25 hours/day Tuesdays only beginning 07/07/2014 – 07/24/2014.
30. Claiborne Day, Grade 5 Teacher at Sibley Elementary, change to Grade 4 Teacher at Sibley Elementary effective 8/25/14

c. Leaves of Absence

5. Susan Wunderlich, Leave of Absence beginning May 23, 2014 through June 6, 2014.

d. Resignations / Retirement

2. Correction: Marilyn Neuville, Reading Teacher at the Middle School, retirement effective at the end of the 2013-14 school year (not 2014-15).
3. Melanie Feldhake, Educational Assistant at Sibley, resignation effective 06/06/2014.

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

5. Tentative High School Overnight Trips Planned for 2014-15.

High School Principal Joel Leer has provided the enclosed memorandum dated May 2014 with the recommendation that the Board approve the list of tentative high school overnight field trips listed for the 2014-15 school year.

VIII. Items for Information

3. Closed Negotiation Strategy Session will immediately follow the June 9, 2014, Regular School Board meeting.

**MEMO TO:** Dr. Chris Richardson  
**FROM:** Joel Leer  
**DATE:** May 2014  
**REGARDING:** Tentative Overnight Trips Planned for 2014-15

I recommend for school board approval the overnight field trips listed below for the 2014-15 school year. Some dates are tentative and there is a possibility that there may be other trips planned at a later date. Any additional trips will be forwarded to the school board for approval.

- LEADERSHIP/SERVICE** - March 19-29, 2015 to Ecuador; 1 school day missed; approximate cost \$3200-\$3500.
- GERMAN** - June 2015 to Germany; no school days missed; approximate cost \$2500.
- GERMAN** - Oct. 24-26, 2014 to S/E MN & Wisc. Dells; 1 school day missed; \$150 approximate cost.
- DECA CONFERENCE** - Oct. 25-26, 2014 to Minneapolis; one school day missed, Oct. 26<sup>th</sup>; approximate cost is \$75.
- DECA CONFERENCE** - Dec. 5-7, 2014 to Minneapolis; one school day missed, Dec. 5<sup>th</sup>; Approximate cost is \$125.
- DECA STATE COMP** - March 8-10, 2015 to Minneapolis; two school days missed, March 9<sup>th</sup> & 10<sup>th</sup>; approximate cost is \$125.
- ORCHESTRA** - March 20-23, 2015 TBD (Chicago-like distance); one school day missed, March 20<sup>th</sup>; approximate cost is \$800.
- BRITISH LIT.** - March 20-28, 2015 to London/Paris; approximate cost \$2446.
- AP CHEM & AP PHYSICS** - May 14-16, 2015 to Chicago; one school day missed – May 15<sup>th</sup>; approximate cost is \$375.
- YOUTH & GOVERNMENT** - January, 2015 (exact dates to be determined) to Minneapolis; 1 ½ school days missed; approximate cost \$400.
- CONCERT CHOIR** - October 2014 to Camp Omega; no school days missed; approximate cost is \$100.
- CONCERT CHOIR** - April 2015 weekend tour (destination not yet set); no school days missed;