

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, August 25, 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. State of the District – Celebrations and Challenges.
 2. School Board Work Session Follow-up / Community Engagement.
 3. Summary of Superintendent's Evaluation.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Finalization of Employee Discharge.
 - B. Items for Consent Grouping
 1. Personnel Items.
- VIII. Items for Information
 1. Workshop Schedule – A Reminder.
- IX. Future Meetings
Monday, September 8, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, September 22, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment

NORTHFIELD PUBLIC SCHOOLS

MEMORANDUM

Monday, August 25, 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 August 25, 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 August 11, 2014, are enclosed for your review and comment.
- V. Announcements and Recognitions
- VI. Items for Discussion and / or Reports
 1. State of the District – Celebrations and Challenges.
Superintendent Richardson will present an overview of the programs and activities completed during the 2013-14 school year as well as look ahead to the challenges that the District faces in 2014-15. A copy of the specific 2013-14 celebrations and the 2014-15 challenges are provided for your review.
 2. School Board Work Session Follow-up / Community Engagement.
Superintendent Richardson and Director of Administrative Services Hillmann will provide a summary and follow-up to the August 20, 2014 Board Work Session concerning the development of a District Master Facilities Plan. Based on the progress made at the August 20th work session, administration will be prepared to discuss with Board members some preliminary thoughts for proposed next steps in the process, including when and how we might engage the school community to gather comments and feedback on the issues and elements identified in the District Master Facilities Plan effort.
 3. Summary of Superintendent's Evaluation.
School Board Chair Ellen Iverson will be providing a summary of the Superintendent's evaluation that was recently completed.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Finalization of Employee Discharge.
On June 21, 2014, an employee of the District received written notice of his proposed discharge and written notice of the right to request a hearing within 60 calendar days to challenge the proposed discharge. The employee did not request a hearing within the 60-day period. As a result, the employee is deemed to have waived the right to a hearing to contest the proposed discharge or to otherwise seek reinstatement.

Superintendent's Recommendation: Motion to finalize the employee's discharge effective at the end of the business day on August 20, 2014.
 - B. Items for Consent Grouping
Superintendent's Recommendation: Motion to approve the following items listed under the Consent Grouping.
 1. Personnel Items.
 - a. Appointments*
 1. Ashley Flom, 1.0 FTE SLD Teacher at the Middle School beginning 08/25/2014; BA, Step 5.

2. Marilyn Frey, Special Education EA-PCA at the Middle School for 4 hours/day for 3 days/week beginning 08/25/2014; Sped, Step 2, \$14.25/hour.
 3. Esmee Hintze – Correction: Assistant Volleyball Coach (B), change from Level F, Step 1 to Level E, Step 1, beginning 08/11/2014 – 11/08/2014.
 4. Tyler Hudson, Special Education EA-PCA at the Middle School for 6.5 hours/day beginning 08/25/2014; Sped, Step 2, \$14.25/hour.
 5. Angela Kruse, 1.0 FTE Long-Term Substitute Speech Pathologist beginning 9/2/2014 – 06/05/2015 (change end date from 12/19/2014 to 6/5/2015); MA, Step 2.
 6. Karl Viesselman, Assistant Football Coach at the High School beginning 08/11/2014 – 11/22/2014; Level E, Step 6.
- b. Increase/Decrease/Change in Assignment
1. Shari Bridley, Special Education EA-PCA at the High School for 6.75 hours/day, change to EA-PCA at Longfellow for 6.15 hours/day beginning 08/25/2014.
 2. Joe Jorgensen, 7th Grade Football Coach at the Middle School, change to 8th Grade Football Coach (hourly) at the Middle School beginning 08/18/2014.
 3. Rhonda Stanley, Educational Assistant (Class I, II, III) for 6.0 hours/day at Greenvale Park, change to General Ed EA for 6.0 hours/day at Greenvale Park beginning 08/25/2014.
- c. Leave of Absence
1. Lisa Hovden, Family/Medical Leave of Absence beginning on or about 12/7/2014 and continuing for 40 work days.
- d. Resignations
1. Amy Atkinson, Education Assistant at Greenvale Park, resignation effective 8/25/2014.
 2. Melanie Cork, Kid Ventures Site Assistant, resignation effective 8/28/2014.
 3. Kathryn Stordahl, Special Education EA-PCA at Longfellow, resignation effective 08/11/2014.

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

VIII. Items for Information

1. Workshop Schedule – A Reminder.

The schedule for the staff pre-school workshops being held August 25–28 is once again enclosed as information for School Board members.

IX. Future Meetings

Monday, September 8, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, September 22, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
August 11, 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 Fossum, seconded by Maple, minutes of the Regular School Board meeting held on July 14, 2014, were unanimously approved.
- V. Announcements and Recognitions
 - MN Historical Society has awarded a Historical & Cultural Heritage Grant in the amount of \$9994 for the "A History of the Northfield Public Schools 1855-2010" project.
 - Rosemary Sharkey is the 2014 recipient of the Literacy Action Network's 'ABE Advocacy Award' to be presented at the ABE Summer Institute. Rosemary works with the Dakota Prairie Adult Basic Education program as the volunteer coordinator, night site facilitator, and mentor teacher.
 - Forty-five incoming seventh grade students had a successful trip to Eagle Bluff July 28-30. The three-day experience promoted learning that dovetails with classroom academic and social needs. Community Services thanks the following district staff and parent chaperones for assisting with the trip. Northfield School district staff included Tony Seidl, Rhea Mehrkens and Jeff Pesta. Parent chaperones included Molly Halls, Jennifer Dickerson and Mark Lager.
 - Pritchard thanked Daryl Kehler, Susan Sanderson, Linda Otto, and Sara Trainer for inviting the community to see first-hand the Summer Plus program at the Middle School last week. Summer Plus this year was a great example of how district administrators and staff look for ways to make changes to existing programs in order to make them the best they can be for kids. The Summer Plus program saw a nice increase in attendance. Pritchard also thanked Carleton College staff that helped facilitate some of the activities at the middle school and on the Carleton campus.
- VI. Items for Discussion and / or Reports
 1. ATS&R Directions Presentation.
As the next step in the development of the District's Master Facilities Plan, Dr. Tom Tapper of ATS&R shared current and anticipated trends in teaching and learning and how those trends may require changes and greater flexibility in facilities design that will impact facilities planning for the next decade. He discussed specific trends and shared examples of how a building's design can enhance opportunities for innovative teaching and learning practices.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Resolution Relating to the Election of School Board Members and Calling the School Board Election.
On a motion by Fossum, seconded by Maple, the Board unanimously approved the Resolution Relating to the Election of School Board Members and Calling the School Board Election. Voting 'yes' was Fossum, Maple, Pritchard, Nelson, Hardy, Stratmoen and Iverson. No one voted 'no.'

B. Items for Consent Grouping

Fossum removed the "Northfield Swim Club Agreement" from the Consent Grouping. Then, on a motion by Pritchard, seconded by Nelson, the Board unanimously approved Item #2 – Personnel Items, on the Consent Grouping.

1. Northfield Swim Club Agreement.

On a motion by Maple, seconded by Pritchard, with Fossum abstaining, the Board approved the agreement with the Northfield Swim Club for the 2014-15 school year. It is effective September 1, 2014 through August 31, 2015.

2. Personnel Items.

a. Appointments*

1. Caitlin Anfinson, Summer PLUS/Summer BLAST Site Assistant at Sibley/Middle School beginning 08/04/2014 – 08/07/2014; Step 1, \$11.25/hour.
2. Lauren Briscoe, Assistant Girls Soccer Coach (9th) at the High School beginning 08/11/2014 – 10/30/2014; Level F, Step 1.
3. Allison Devney, Summer PLUS Site Assistant at Sibley beginning 08/04/2014 – 08/07/2014; Step 1, \$11.25/hour.
4. Amy Dorey, 1.0 FTE ECSE Teacher at Longfellow beginning 07/29/2014; MA, Step 6.
5. Rafael Estrella, Boys Soccer Coach at the Middle School beginning 09/02/2014 – 10/15/2014; Level H, Step 1.
6. Roberto Garcia, 8th Grade Football Coach at the Middle School beginning 08/25/2014 – 10/15/2014; \$14.00/hour.
7. Mary Graue, KidVentures Site Assistant for the district for 2.5 hours/day beginning 08/25/2014; Step 1, \$11.67/hour.
8. Esmee Hintze, 1.0 FTE PE/Health Teacher at the HS/MS beginning 08/25/2014; BA, Step 0.
9. Esmee Hintze, Assistant Volleyball Coach (B) at the High School beginning 08/11/2014 – 11/08/2014; Level F, Step 1.
10. Gao Hong, .4 FTE Chinese Teacher at the High School beginning 08/25/2014 – 06/05/2015; BA, Step 13.
11. Kim Horner, Part-time Assistant Cross Country Coach at the High School beginning 08/11/2014 – 11/01/2014; Level I, Step 1.
12. Karen Koester, Business Teacher at the High School (.6 Semester 1; .8 Semester 2) beginning 08/25/2014 – 06/05/2015 (2014-15 school year); BA 60, Step 14.
13. Meghan Kuechenmeister, Education Assistant (Class IV) at the High School for 6.75 hours/day beginning 08/25/2014; Class IV, Step 3, \$14.32/hour. (subject to change on settlement of 2014-16 agreement)
14. Robert McCarthy, 1.0 FTE Sped Resource Room Instructor at the High School beginning 08/25/2014; MA, Step 6.
15. Nick Mertesdorf, Education Assistant/Job Coach (Class III) at the High School for 6.5 hours/day beginning 08/25/2014; Class III, Step 3, \$14.12/hour. (subject to change on settlement of 2014-16 agreement)
16. Ashley Mrozinski, Child Nutrition Manager at Greenvale Park Elementary beginning 08/11/2014; \$19.02/hour.
17. Brittany Neset, Education Assistant (Class II) at the High School for 6 hours/day beginning 08/25/2014; Class II, Step 1, \$12.98/hour. (subject to change on settlement of 2014-16 agreement)
18. Jacob Odell, Education Assistant (Class IV) at the High School for 6.75 hours/day beginning 08/25/2014; Class IV, Step 1, \$13.49/hour. (subject to change on settlement of 2014-16 agreement)
19. Willson Oppedahl, Education Assistant (Class IV) at the High School for 6.5 hours/day beginning 08/25/2014; Class IV, Step 1, \$13.49/hour. (subject to change on settlement of 2014-16 agreement)
20. Kelleen Otting, 1.0 FTE Long-Term Substitute Resource Room Teacher at Sibley Elementary beginning 08/25/2014 – 06/05/2015; MA, Step 6.

21. Kathryn Schmidt, Community School Coordinator for the district, for 30 hours/week, 50 weeks/year beginning 08/07/2014; \$19.00/hour.
 22. Geoff Staab, Assistant Football Coach-9th Grade at the High School beginning 08/11/2014 – 11/22/2014; \$14.00/hour.
 23. Cale Steinhoff, Assistant Boys Soccer Coach (9th) at the High School beginning 08/11/2014 – 10/30/2014; Level F, Step 1.
 24. Dawn Swanson, KidVentures Site Assistant at Sibley Elementary for 2.5 hours/day beginning 08/25/2014; Step 1, \$11.67/hour.
 25. Adam Zweber, Summer Blast Site Assistant for 5.5 hours/day beginning 07/21/2014 – 08/07/2014; Step 1, \$11.25/hour.
- b. Increase/Decrease/Change in Assignment
1. Janet Amundson, Education Assistant (Class III) for 7.06 hours/day at the Middle School, decrease hours to EA (Class III) for 6.5 hours/day at the Middle School beginning 08/25/2014.
 2. Lisa Battaglia, .8 FTE Sped & .2 FTE Reading at the High School, change to .2 FTE Reading, .4 FTE Sped Read 180, .2 FTE MTSS, and .2 Sped Resource Room at the High School beginning 08/25/2014.
 3. Stefanie Bothun, Band Teacher at the MS .7 FTE/Elementary .3 FTE, change to 1.0 FTE at the Elementary Schools beginning 08/25/2014.
 4. Katie Malecha, Education Assistant (Class IV) for 6.5 hours/day at Bridgewater Elementary, increase to EA (Class IV) for 6.75 hours day beginning 08/25/2014.
 5. Tiffany Malecha, Kindergarten Teacher at Greenvale Park, add summer Bridges 2 Kindergarten at GVP beginning 07/25/2014 – 08/25/2014; Year 1, \$26.32/hour.
 6. Diane Nagy, .65 FTE Title Teacher at Bridgewater, increase to 1.0 FTE Title, Math & Reading Support Teacher at Bridgewater beginning 08/25/2014 – 06/05/2015.
 7. Sue Nelson, Education Assistant (Class I/IV) at Bridgewater for 7.25 hours/day, change to EA (.42 Class I, 6.5 Class IV) at Sibley for 6.92 hours/day beginning 08/25/2014.
 8. Heather Olivier, Orchestra Teacher at the High School .4 FTE/.6 MS, change to .2 at the HS and .8 at the MS beginning 08/25/2014.
 9. Allison Perry, Education Assistant (Class II 4.5 hours/day, Class III 2.0 hours/day) at the Middle School, decrease to Class II 4.0 hours/day, Class III 2.0 hours/day at the Middle School beginning 08/25/2014.
 10. Mitchell Peterson, Community Services Super Kids Staff at \$7.75/hour, add Super Kids Supervisor at \$10.00/hour beginning 07/02/2014 – 08/31/2014.
 11. Molly Peterson, Education Assistant (Class IV) at the Middle School for 5.83 hours/day, change to EA (Class IV) at the High School for 6.75 hours/day beginning 08/25/2014.
 12. Leah Sand, .6 FTE PE/.4 FTE Reading at the High School, change to .2 FTE Reading, .2 FTE MTSS, .2 FTE PE at the High School, and .40 FTE Reading at the Middle School beginning 08/25/2014 – 06/05/2015 (2014-2015 school year).
 13. Lindsay Schacht, Education Assistant (Class IV) for 6.83 hours/day, decrease to EA (Class IV) for 6.75 hours/day beginning 08/25/2014.
 14. Mary Stanchina, Education Assistant (Class I/IV) at Sibley for 7.09 hours/day, change to EA (.5 Class I, 6.75 Class IV) at Bridgewater for 7.25 hours/day beginning 08/25/2014.
 15. Angie Timperley, Correction: EA at Bridgewater increase to 4.75 hours/day (2.08 Class III, 2.67 Class IV) beginning 08/25/2014.
 16. Kim Tousignant, Targeted Services Summer Plus Site Assistant at the Middle School for 5.5 hours/day, change to Site Assistant at Sibley for 3.25 hours/day beginning 07/02/2014 – 08/07/2014.
 17. Linda Wasner, Education Assistant (Class IV) for 6.70 hours/day at the High School, decrease to EA (Class IV) for 6.50 hours/day at the High School beginning 08/25/2014.
- c. Leave of Absence
1. Valori Mertesdorf, Director of Finance, Family/Medical Leave of Absence beginning on or about 11/15/2014 and returning to work on 02/02/2015.

- d. Resignations
 1. Stephen Beaulieu, High School Weight Room Assistant (Fall), resignation effective 08/05/2014.
 2. Diane Harris, Middle School Media EA, resignation effective 09/30/2014.
 3. Darline Rech, Child Nutrition Associate at Sibley, resignation effective 07/01/2014.
 4. Bonnie Sellers, Child Nutrition Associate at Sibley, resignation effective 7/24/2014.
 5. Geoff Staab, 8th Grade Football Coach, resignation effective 07/23/2014.
- e. The Board approved the following:
 - Policy covering wages, working conditions and fringe benefits of the Educational Assistants for the period extending July 1, 2014 through June 30, 2016.
 - Policy covering wages, working conditions and fringe benefits of the Office Employees for the period extending July 1, 2014 through June 30, 2016.
 - Policy covering wages, working conditions and fringe benefits of the Confidential Employees for the period extending July 1, 2014 through June 30, 2016.
 - Policy covering wages, working conditions and fringe benefits of the Principal's Association for the period extending July 1, 2014 through June 30, 2016.

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

VIII. Items for Information

1. Filing Dates for Election to the School Board.

The period for filing Affidavits of Candidacy for School Board ends on Tuesday, August 12. The General Election will be held on Tuesday, November 4. At that election three members will be elected for terms of four years each. Affidavits of Candidacy are available in the District Office until 5 PM on Tuesday, August 12. Through noon on Thursday, August 7, three individuals have filed an Affidavit of Candidacy. They are Julie Pritchard, Fritz Bogott and Jeff Quinnell.
2. School Board Work Session – Wednesday, August 20.

The Board work session agenda will begin with a summary review of the information from the demographic and facilities presentations as well as the August 11th facilities trends presentation. Additional information provided will include a cost analysis of identified deferred maintenance projects. The work session focus would be the opportunity for Board members and Cabinet members to consider and discuss key facilities questions and begin to identify facility priority options. These options would include those needed to maintain safety, functionality and educational adequacy with the projected enrollment at each level as well as options that might enhance the District's ability and flexibility to embrace instructional innovations and provide quality educational programs now and into the future. Discussion will also focus on a process the Board may use to engage staff, parents, students, and the community in developing a long-term Master Facilities plan.
3. Workshop Schedule.

The schedule for the staff pre-school workshops to be held on August 25, 26, 27 and 28 was provided to the Board.

IX. Future Meetings

Wednesday, August 20, 2014, 7:00 PM, School Board Work Session, Northfield High School Media Center
Monday, August 25, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, September 8, 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 8:37 PM.

Noel Stratmoen
School Board Clerk

2013-14 “Celebrations”

Board of Education

- Determined to undertake enrollment/demographic study and District Facilities Master Plan. (District)
- Determined to maintain existing calendar format with built-in snow day makeup options. (District)
- Dedicated time during year to review efforts of PLC and building/program improvement teams. (District)
- Reviewed/revised individual Board Policies as needed including revised Bullying Prevention Policy. (District)
- Determined to maintain current District Strategic Plan. (District)
- Used District Educational Program Advisory Council (DEPAC) to identify key goals for District. (District)
- Continued annual evaluation of district-authorized Arcadia and Prairie Creek charter schools. (District)

Teaching and Learning – Curriculum/Instruction, Title I-III, RtI, PBIS, MTSS, ALC, Longfellow

- Implemented expanded role of Director of Teaching and Learning to oversee curriculum/staff development, District Curriculum and Staff Development Committee (DCSDC), implementation of systematic intervention using the Response to Intervention (RtI) model and RtI coaches, Positive Behavior Intervention System (PBIS) and Multitier Systems of Support (MTSS) as well as oversight of Title I, Title II and Title III English Learners, the Area Learning Center and the Longfellow Building. (District)
- Implemented systematic RtI supported by RtI coaches and Accelerate Northfield volunteers. (Elementary)
- Implemented systematic intervention strategies to support middle school students. (MS)
- Continued 9th grade Academy to provide extra academic support to 20% of our freshman students and 10th grade seminar program for those continuing to require additional support. (HS)
- Continued Cognitive Coaching of tenured/probationary staff with expanded coaching cadre. (District)
- Provided regular classroom teachers with common planning and common instructional time, supported flexible learning and differentiated instruction for students of all ability levels. (Elementary)
- Continued Bridges to Kindergarten, 6th grade WEB program and 9th grade LINK. (Elementary /MS/HS)
- Continued to implement modified Compañeros and ESL kindergarten (transitioned to Spanish/English literacy) programs including new 4th grade Spanish literacy curriculum, gather effectiveness data. (Elementary)
- Monitored class size issues and provided additional contingency staffing. (District)
- Implemented next curriculum development/materials selection cycle for selected areas. (District)
- Continued to provide online learning courses and blended instruction for high school students. (High School)
- Maintained the new World-Class Instructional Design and Assessment (WIDA) standards and WIDA-Access testing to address the changing demographics of ESL students. (District)
- Supported Transformational Technology implementation SAMR model beginning with substitution. (District)
- Developed all day kindergarten implementation plan for 2014-15 at all elementary buildings. (Elementary)
- Continued and expanded implementation of Math Corp and Reading Corp. (Elementary)

Teaching and Learning - Assessment and Accountability

- Worked closely with Northfield Promise to address new State accountability statute (World’s Best Workforce) and develop strategies that support/assess student readiness, literacy and career and college readiness. (District)
- Implemented RtI universal screening/progress monitoring and qualifications for Tier 2-3 services. (Elementary)
- Implemented RtI training and planning for PBIS Implementation at the secondary level. (Secondary)
- Continued weekly Professional Learning Communities (PLCs) in all buildings focused on gathering and analyzing data on student performance, identifying students who are not successful and implementing instructional strategies/interventions that support greater success for all students. (District/Buildings/Programs)
- Informed Board/parents/community about impact of PLCs on classrooms/students through year-end presentations and posting of each PLC’s Evidence of Practice each semester. (District/Buildings/Programs)
- Maintained/streamlined continuous improvement/staff development model at each site. (Buildings/Programs)
- Responded to State accountability designations including World’s Best Workforce/Read Well by Third Grade and focused efforts to achieve adequate yearly progress at District and building levels. (District/Buildings)
- Responded to increasing testing demands through increased assessment coordination, increased computer assessment, instructional technology availability and hiring new District Assessment Coordinator. (District)

Student Services – Special Education

- Implemented shared Special Education Director with Faribault, increased revenue through SPED financial support, and completed recruiting and hiring of Assistant Director of Special Education for 2014-15. (District)
- Increased collaboration of staff between districts including speech, early childhood special education (ECSE/EC)/Autism Spectrum (ASD)/Therapy (OT/PT). (District)

- Continued implementing Students with Unique Needs (SUN) program, Secondary Transition Education Program (STEP), and Level IV EBD program in cooperation with Faribault/State Academies at the Cannon River Education Center to support students with significant special education needs. (District/Buildings)
- Addressed corrective action identified in special education self-monitoring (District/Buildings)
- Addressed plan to relocate District DCD program from Sibley to Greenvale Park beginning 2014-15. (District)
- Developed joint Student Services handbook aligning all special education procedures/practices/forms (District)
- Continued growth of assistive technology process to support students in accessing all levels of instruction
- Provided training – CPI (non-violent crisis intervention), “restrictive procedures” and CPR/First Aid. (District)

Community Services

- Expanded MDE Scholarship access for early childhood programs and significantly increased school-age summer enrollment to better serve all children including the most at-risk children and their families. (District)
- Supported successful implementation of community collective impact initiative, Northfield Promise. (District)
- Implemented successful transition of ELC trip to summer middle school experience. (District)
- Secured grant funding/began planning for 2014-15 Community School implementation at GVP. (District)
- Secured grant funding for Community Services portion of PLUS and School Readiness programs. (District)
- Managed the FY14 budget resulting in a positive fund balance of available revenues. (District)
- Over 79,000 children and adults accessed District facilities through Community Services. (District)
- Implemented security options for Youth Wing of NCRC building. (District)

Administrative Services – Human Resources/Staff Development

- Fully implemented merged human resources/business services operations, instruments, manuals and processes to support efficient/effective collaboration under a single Director of Administrative Services. (District)
- Completed new principal evaluation system for all District principals. (District)
- Completed working group planning and piloting for 2014-15 teacher evaluation implementation. (District)
- Completed 2013-15 negotiations with Northfield Education Association. (District)
- Continued self-funded health insurance program stabilizing costs and reducing inflationary increases. (District)
- Responded to new requirements of Affordable Care Act (ACA). (District)
- Successfully lobbied for revised statute that reflects best practices in bullying prevention/intervention. (District)
- Enhanced strategies for recruiting/retaining quality staff in high needs areas. (District)

Administrative Services – Technology

- Implemented Phase II of comprehensive plan for technology transformation using 1:1 iPad initiative for all 6-12th grade students and pods of 4-6 iPads for all regular elementary classrooms. (District)
- Supported hardware/software replacement cycles and wireless network upgrades across all buildings. (District)
- Expanded technology training including summer “Boot Camp” and school year staff learning option. (District)
- Refined district/building web pages, and web-based productivity software. (District)
- Recruited/hired Director of Technology and continued implementation of 3-year technology plan. (District)

Administrative Services – Facilities/Security/Crisis Intervention/Child Nutrition

- Implemented District Enrollment/Demographic Projection and Master Facilities Plan studies. (District)
- Prioritized and completed capital projects that address highest facility needs on 10-year capital plan. (District)
- Refined facilities and staffing plan to proactively address building security issues. (District)
- Continued to implement new meal patterns and began implementing School Breakfast meal patterns. (District)
- Completed Phase I facilities upgrades for High School Cafeteria. (District)
- Maintained Farm to School initiative with Statewide Health Improvement Program (SHIP) minigrant. (District)
- Continued to expand District security measures and crisis intervention plans to address new concerns and provide expanded security training for all staff in addressing an armed intruder in the building. (District)

Administrative Services - Budgets and Funding

- Maintained the cash balance and budget reserve required to address the continued uncertainty of State funding level while maintaining our existing staff/programs for the 2013-14 and 2014-15 school years. (District)
- Maintained stewardship of our operating and capital projects levies and implemented a leasing approach that provides sustainable funding of the Phase II Technology Transformation. (District)
- Continued to address class size issues caused by lack of funding or choice program availability. (District)
- Addressed increased Title /special education funding shortfalls caused by Federal sequestration. (District)

2014-15 “Challenges”

Board of Education

- Continue to monitor the impact of calendar changes that address snow day make up options. (District)
- Consider studying potential changes in school day start times that reflect research in student learning. (District)
- Complete District Master Facilities Plan with engagement from staff, parents and community. (District)
- Dedicate time during year to review efforts of PLC and building/program improvement teams. (District)
- Determine need to revisit and revise current District Strategic Plan. (District)
- Expand the District Educational Program Advisory Council (DEPAC) role to identify key goals for District consideration and action as well as support implementation of World’s Best Work Force. (WBWF) (District)
- Review and revise individual Board Policies as needed. (District)
- Expand annual evaluation process to include the new District annual evaluation and renewal requirements as well as district-authorized evaluation of the Arcadia and Prairie Creek charter schools. (District)

Teaching and Learning – Curriculum/Instruction, Title I-III, RtI, PBIS, MTSS, District Assessment, ALC, Longfellow

- Expand role of Director of Teaching and Learning to include District oversight and supervision of District Assessment Coordinator in addition to current oversight of Title and English Learner programs, Area Learning Center, Longfellow Building, curriculum/staff development, systematic intervention using the Response to Intervention (RtI) model and RtI coaches, Positive Behavior Intervention System (PBIS) and Multitier Systems of Support (MTSS). (District)
- Continue 9th grade Academy to provide extra academic support to 20% of our freshman students and 10th grade seminar program for those continuing to require additional support. (High School)
- Develop interventions to address student social/emotional needs across the system. (Elementary /MS/HS)
- Continue Cognitive Coaching of tenured and probationary staff using the expanded coaching cadre. (District)
- By providing regular classroom teachers with common planning and common instructional time, support flexible and modified cluster group learning opportunities, leveled academic interventions, differentiated instruction for all ability groups in every classroom and enhanced collaboration. (Elementary)
- Continue Bridges to Kindergarten, 6th grade WEB program and 9th grade LINK (Elementary /MS/HS)
- Complete implementation modified Compañeros and EL kindergarten programs including new 5th grade Spanish literacy curriculum and gather data on program effectiveness and efficiency. (Elementary/District)
- Continue to monitor class size issues driven by enrollment changes. (District)
- Implement next curriculum development/materials selection cycle for selected areas. (District)
- Maintain support for English Language Learners, Sheltered Instruction Observation Protocol (SIOP) training for staff, clustering, co-teaching, and implementation of WIDA standards. (District)
- Support transformational technology implementation of SAMR model focusing on augmentation. (District)
- Implement universal all day kindergarten in 2014-15 at all elementary buildings. (Elementary)

Teaching and Learning - Assessment and Accountability

- Implement new State accountability statutes, communicate our efforts, and collaborate with Northfield Promise to develop strategies to achieve career and college readiness for all students. (District/Buildings)
- Continue to implement a comprehensive Response to Intervention (RtI) plan using trained RtI coaches and classroom teachers to provide universal screening and progress monitoring, problem solving and a set of scientifically based Tier 1, Tier 2 and Tier 3 interventions that support the needs of all students. (Elementary)
- Complete RtI training and begin PBIS implementation at the secondary level. (Secondary Buildings)
- Continue weekly Professional Learning Communities (PLCs) in all buildings focused on gathering and analyzing data on student performance, identifying students who are not successful and implementing instructional strategies/interventions that support greater success for all students. (District/Buildings/Programs)
- Continue year end presentations and end of semester Evidence of Practice (EOP) to inform Board, parents and community about the impact of PLCs on classrooms and students. (District/Buildings/Programs)
- Respond to increasing testing demands through enhanced data support from the District Assessment Coordinator and increased computer assessment and technology availability for instruction. (District)

Special Education

- Continue implementation of shared Director of Special Education with Faribault and implement new Assistant Director of Special Education position and shared Assistive Technologist for the 2014-15 school year. (District)

- Continue to jointly implement SUN, STEP and Level IV EBD programs with Faribault. (District/Buildings)
- Shift role of psychologists to support multitier systems of support and due process efforts. (District)
- Implement legislative changes made to the mandated district-wide “restrictive procedures” policy. (District)
- Fully implement joint Special Services Handbook that aligns special education procedures/practices. (District)
- Implement relocated District DCD program at Greenvale Park. (Elementary)
- Provide shared staff training – common core standards, CPI – non-violent crisis intervention, “restrictive procedures”, CPR/First Aid, and data privacy. (District)

Community Services

- Expand number of at-risk students accessing early learning scholarships provided by MDE. (District)
- Support Northfield Promise initiative bringing together all school/community resources for children. (District)
- Expand the model and spaces for early childhood programs and school-age services to more effectively serve all children in our district including the most at-risk children and their families. (District)
- Secure grant funding for Community Services portion of PLUS and School Readiness programs. (District)
- Implement staffing/programming for the grant-funded Community School model at Greenvale Park. (District)
- Continue to implement security modifications at the NCRC. (District)
- Maintain balance of revenues/expenditures to support all fee-based and grant supported programs. (District)

Administrative Services - Human Resources/Staff Development

- Complete 2014-16 negotiations with 15 bargaining/meet and confer employee groups. (District)
- Continue self-funded health insurance program stabilizing costs and reduce inflationary increases. (District)
- Continue response to changing Affordable Care Act (ACA) requirements.
- Enhance strategies for recruiting / retaining quality staff in high needs areas. (District)
- Continue to analyze job descriptions, job rankings and evaluation instruments, manuals and handbooks as well as processes and procedures that support efficient and effective collaboration. (District)
- Implement and monitor impact of principal evaluation and new teacher evaluation systems. (District)
- Facilitate seamless integration between Human Resources and Finance software systems. (District)
- Monitor implementation of new State Bullying Prevention statute to determine program/staff impact. (District)

Administrative Services - Technology

- Continue to implement Phase II of comprehensive technology transformation plan with 1:1 iPad initiative and monitor impact on staff and students. (District)
- Maintain expanded technology training including summer “Boot Camp” and school year training. (District)
- Maintain replacement cycle and review leasing models for hardware/software. (District)
- Refine District/ building web pages, and web-based productivity software. (District)
- Continue implementation of 3-year technology plan and develop new 2015-18 technology plan. (District)

Administrative Services - Facilities/Crisis Intervention/Child Nutrition

- Complete District Master Facilities Plan and determine approaches to fund and implement capital projects that address highest priority facility needs. (District)
- Continue to complete current priority capital projects on 10-year capital plan. (District)
- Continue to address priority building security projects and staffing needs. (District)
- Continue to update and expand crisis intervention plans to address new concerns. (District)
- Implement additional facilities upgrades for school kitchens and cafeterias. (District)
- Continue to implement meal patterns, School Breakfast Program and Healthy Snacks. (District)
- Maintain Farm to School initiative to support farmer visits and sampling of produce. (District)

Administrative Services - Budgets and Funding

- Maintain our cash balance and provide budget reserve required to address the uncertainty of State funding and maintain our existing staff and programs during the 2014-15 and 2015-16 school years. Address state and federal funding shortfalls, and underfunded mandates as they occur. (District)
- Maintain stewardship of operating levy and capital projects levy and implement approach that provides sustainable funding of the Phase 2 Technology Transformation implementation. (District)
- Continue to look at ways to address class size issues caused by lack of funding and statutory changes. (District)
- Prepare for additional Title and Special Education funding shortfalls caused by Federal sequestration. (District)

Fall Workshop: August 25-28, 2014

Welcome to the 2014-15 school year!!

Monday, August 25:

7:45-9:45: 2 hours for staff meetings (Building Professional Learning)

9:45-11:45 work time

11:45-12:45 Lunch

12:45-3:45 work time

Special Ed Staff and Nurses: See attached schedule for additional training places and times.

Tuesday, August 26:

MS, HS, ALC:

7:45-9:45 PBIS (District Professional Learning at the buildings)

9:45-11:45 2 hours for building (Building Professional Learning)

11:45-12:45 Lunch

12:45-3:45 work time

Elementary:

7:45-9:45 Media Standards; Technology (District Professional Learning at the buildings)

9:45-11:45 2 hours for building (Building Professional Learning)

11:45-12:45 Lunch

12:45-3:45 work time

OR Ready, Set, Go! Day

Wednesday, August 27:

Elementary, MS, HS, ALC:

7:45-9:45: 2 hours for PLCs (District Professional Learning)

9:45-11:45 2 hours for building (Building Professional Learning)

11:45-12:45 Lunch

12:45-3:45 work time

Special Ed Staff: Meeting with Faribault special education staff in the afternoon. See attached schedule from Cheryl Hall.

Thursday, August 28:

MS & HS, ALC:

7:45-9:45: Augmentation and Schoology; Technology (District Professional Learning taking place at the buildings)

9:45-11:45 work time

11:45-12:45 Lunch

12:45-3:45 work time

Elementary:

7:45-9:45 Media Standards; Technology (District Professional Learning at the buildings)

9:45-11:45 2 hours for building (Building Professional Learning)

11:45-12:45 Lunch

12:45-3:45 work time

OR Ready, Set, Go! Day

Tuesday or Thursday: Ready, Set, Go! Day

7:45-11:45 Conferences with families

11:45-12:45 Lunch

12:45-3:45 Conferences with families

Special Education teachers and other teacher groups will have additional meetings and trainings scheduled as needed.

Special Education Staff:

CPI Training

August 20 7:30-11:30 Refresher

August 20 12:00-4:00 Refresher

August 21 7:30-11:30 Refresher

August 21 12:00-4:00 Refresher

August 22 8:00-4:00 Initial Training (Bring your own lunch. If the group is small, this may be done early.)

To register or for questions, contact Laura Greenlund: 645-3410 or

laura.greenlund@nfld.k12.mn.us

For All Staff:

Training to comply with the new Anti-bullying legislation: See separate e mails from the District and Infnitec for more information.