

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
September 22, 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 Nelson, seconded by Pritchard, minutes of the Regular School Board meeting held on September 8, 2014, were unanimously approved.
- V. Announcements and Recognitions
 - Seven former Northfield High School athletes will be inducted into the NHS Athletic Hall of Fame on Friday, September 26th as part of the Homecoming celebration. The Induction Ceremony is sponsored by the Northfield Booster Club and Northfield High School. 2014 inductees are: Jim Enfield (Class of 1964); Troy Tonsager (Class of 1984); Tracy (Petricka) Frakes (Class of 1994); Brooke (Larsen) Plotz (Class of 1995); Mark Mokoff (Class of 1997); Matt Geiger (Class of 1998); Jason Holm (Class of 1998). In addition, 25 years of the NHS Hall of Fame will be celebrated, so all those in the Hall of Fame have been invited. At half-time of the Homecoming football game vs. Mankato East, all inductees and current NHS Athletic Hall of Famers will be introduced.
 - The public is invited to the tailgating party sponsored by the Northfield Booster Club and RALIE (Raider Activity Leaders Improving Enthusiasm) prior to this Friday's Homecoming football game.
- VI. Items for Discussion and / or Reports
 1. ATS&R Presentation – Possible Approaches to District Master Facilities Planning.
Mark Hayes with ATS&R provided the Board with an overview of various approaches they have recommended to districts to address their educational adequacy and 21st century learning needs. The presentation highlighted needs and provided before and after examples of how those needs were addressed through facilities planning. District administration also shared the schedule of the feedback meetings for staff, parents, and students to be held in October. The hope is that a draft of the Master Facilities Plan will be presented to the School Board in December or January.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Proposed 2014 Pay 2015 Property Tax Levy.
On a motion by Pritchard, seconded by Stratmoen, the Board unanimously approved certifying to County Auditors the 2014 Payable 2015 Proposed Certified Net Tax Levy in the amount of \$15,582,743.74, which represents a 2% increase.
 2. World's Best Workforce Annual Report.
On a motion by Nelson, seconded by Fossum, the Board unanimously approved the World's Best Workforce Annual Report as presented.
 - B. Items for Consent Grouping
On a motion by Maple, seconded by Fossum, the Board unanimously approved the Consent Grouping.

1. Student Activity Account – Dance Team.
The Board approved designating up to \$2,000 from the Dance Team’s student activity account to pay for a Middle School coach. The rate of pay will be \$10, \$12 or \$14 per hour, depending on the licensing of the coach hired. The Dance Team intentionally fundraised so that this coach could be secured.
2. Cooperative Sponsorship.
The Board approved a cooperative sponsorship with Arcadia for Boys Golf. This cooperative agreement would be for the 2014-2015 and 2015-2016 school years.
3. Personnel Items.
 - a. Appointments*
 1. Kimberly Bardwell, GenEd Educational Assistant (Media) at the Middle School for 7.5 hours/day beginning 9/24/2014; GenEd Step 1, \$13.21/hour.
 2. Allison Devney, Community School Evening Club position at CS/Greenvale Park beginning 09/23/2014 – 06/06/2015; Step 1, \$11.67/hour.
 3. Rosemary Fink, Long-Term Substitute Special Education Teacher at the High School for 8 hours/day beginning 09/23/2014 – approximately 10/20/2014; MA, Step 14.
 4. Javier Kell, Middle School Youth Center Site Assistant for up to 2.5 hours/day (10 hours/week) beginning 09/22/2014 – 05/15/2015; Step 1, \$11.67/hour.
 5. Cindy Keogh, GenEd Education Assistant (Supv) at Bridgewater Elementary for 2 hours/day beginning 09/22/2014 – 06/05/2015; GenEd Step 3, \$14.04/hour.
 6. Angela Kruse, Correction: LTS Speech Pathologist at Greenvale Park and Bridgewater beginning on or about 09/25/2014 – 06/05/2015; MA, Step 4. (addition information provided)
 7. Alex Larsen, Child Nutrition Student Associate at Longfellow for 1 hour/day beginning 09/24/2014 – 06/05/2015; \$8.00/hour.
 8. Carolyn Manderfeld, SpecEd Sign Fluent Educational Assistant-PCA at Sibley Elementary for 6.75 hours/day beginning 09/22/2014 – 06/05/2015; SpecEd Step 3, \$14.58/hour.
 9. Myrna Mibus, SpecEd Education Assistant-PCA at Longfellow for 2.7 hours/day beginning 09/17/2014 – 06/05/2015; SpecEd Step 1, \$13.73/hour.
 10. Kim Norton, GenEd Education Assistant (Supv) at Bridgewater Elementary for 2 hours/day beginning 09/23/2014 – 06/05/2015; GenEd Step 1, \$13.21/hour.
 11. Ellen Panek, Targeted Services PLUS Site Assistant at Greenvale Park for 1.25 hours/day (M-Th) beginning 09/16/2014 – 06/05/2015; Step 1, \$11.67/hour.
 12. Maelynn Rosas, Middle School Youth Center Site Assistant for up to 2.5 hours/day (10 hours/week) beginning 09/22/2014 – 05/15/2015; Step 2, \$11.98/hour.
 13. Micah Schultz, 1.0 FTE Long Term Substitute Social Studies Teacher at the ALC beginning 09/15/2014 to approximately 10/03/2014; BA, Step 0.
 14. Kaitlyn Janco (Sevilla), 1.0 FTE Long-Term Substitute EL Teacher at Sibley Elementary beginning on or about 09/18/2014 for about 8 weeks (40 work days); BA, Step 3.
 15. William E. Sonnega, Head Alpine Ski Coach at the High School beginning 11/10/2014 – 02/11/2015; Level D, Step 6
 16. Pilar Sullivan, GenEd Educational Assistant at Longfellow beginning 09/22/2014 – 06/05/2015 for 3.5 hours/day (M-T-W); GenEd Step 1, \$13.21/hour.
 17. Kimberly Tousignant, Student Support Office Specialist at the Middle School for 8 hours/day beginning 09/19/2014; Class III Office Specialist Step 1, \$16.80/hour.
 18. Event Workers – Activities: Michelyn Baker
 19. Community Services Fall Positions:
 - a. Robyn Doughty, CS WSI Instructor \$10.00/hour; Lifeguard \$8.50/hour beginning 09/15/2014 – 05/31/2015.
 - b. Maurice Hicks, CS Flag Football Coach \$9.00/hour beginning 09/16/2014 – 10/9/2014.
 - c. Calisandra Larson, CS Birthday Party Staff \$8.00/hour beginning 09/15/2014 – 05/31/2015.

- d. Dylan McDonough, CS Flag Football Coach \$9.00/hour beginning 09/11/2014 – 10/09/2014.
 - e. Ross Robinson, CS WSI Instructor \$10.25/hour; Lifeguard \$8.50/hour beginning 09/15/2014 – 05/31/2015.
 - f. Emily Shimota, CS Swim Instructor \$8.50/hour; Birthday Party Staff \$8.50/hour beginning 09/15/2014 – 05/31/2015.
 - g. Jase Simon, CS Flag Football Coach \$9.00/hour beginning 09/16/2014 – 10/09/2014.
 - h. Emily Verticchio, CS Birthday Party Staff \$8.00/hour; Recreation Substitute \$8.00/hour beginning 09/13/2014 – 05/31/2015.
 - i. Chad Wagner, CS Flag Football Coach \$9.00/hour beginning 09/16/2014 – 10/9/2014.
20. Katherine Bauernfeind, Building Nurse at St. Dominic, Prairie Creek and Arcadia for 3.5 hours/day beginning 09/25/2014; Step 1, \$26.80/hour.
 21. Hannah Curtis, KidVentures Site Assistant at Greenvale Park for up to 5 hours/day beginning 09/25/2014; Step 1, \$11.67/hour.
 22. Cindy Keogh, KidVentures Site Assistant at Sibley for up to 4 hours/day beginning 09/24/2014; Step 3, \$12.28/hour.
 23. Gretel Ryan, KidVentures Student Site Assistant at Bridgewater for up to 2 hours/day beginning 09/25/2014; \$8.39/hour.
 24. Community Services Fall/Winter Positions:
 - Noah Bamonte-Grebis, Michael Kopp and Jackson Dietz, CS Flag Football Coach \$9.00/hour beginning 09/09/2014 – 10/09/2014.
 - William Beimers, CS Lifeguard & Swim Aid \$8.50/hour beginning 09/12/2014 – 05/31/2015.
 - Tyler Faust, CS Pickleball Supervisor \$10.00/hour beginning 09/18/2014 – 05/31/2015.
 - Easton Martin, CS Floor Hockey \$10.25/hour, Basketball Scorekeeper & Recreation Substitute \$8.00/hour beginning 09/20/2014 – 05/31/2015.
 - Jan Otteson, CS WSI Instructor \$10.00/hour, Lifeguard \$8.50/hour beginning 09/23/2014 – 05/31/2015.
- b. Increase/Decrease/Change in Assignment
1. Kristin Basinger, SpecEd EA-PCA at the Middle School for 6.5 hours/day; add SpecEd Bus EA-PCA at the MS for 1.33 hours/day (7.83 hours/day) beginning 09/02/2014 – 06/05/2015.
 2. Robert Benson, GenEd Education Assistant (Supv). at Sibley Elementary for 2 hours/day, add SpecEd Bus EA-PCA at Sibley for 2 hours/day (4 hours/day) beginning 09/18/2014 – 06/05/2015.
 3. Mary Boyum, SpecEd EA-PCA at Sibley for 6.75 hours/day, add SpecEd Bus EA-PCA at Sibley for 1.25 hours/day (8 hours/day) beginning 09/02/2014 – 06/05/2015.
 4. Elizabeth Brewer, SpecEd EA-PCA at the Middle School for 6.75 hours/day, add SpecEd Bus EA-PCA at the Middle School for 1.17 hours/day (7.92) beginning 09/02/2014 – 06/05/2015.
 5. Shari Bridley, SpecEd Education Assistant-PCA at Longfellow for 6.15 hours/day; add SpecEd Bus EA-PCA at Longfellow for 1.17 hours/day (7.32 hours/day) beginning 09/02/2014 – 06/05/2015.
 6. Patrick Bullard, Evening Custodian at the High School, change to District Driver/Floating Custodian for 8 hours/day in the district beginning 09/02/2014.
 7. Jerry Davidson, Evening Custodian at Sibley/Greenvale Park for 8 hours/day, change to Evening Custodian at the High School for 8 hours/day beginning 09/16/2014.
 8. Cheryl Dueffert, Second Grade Teacher at Greenvale Park Elementary, add Targeted Services PLUS Teacher at GVP for 1.25 hours/day (M-Th) beginning 09/16/2014 – 10/30/2014.
 9. Marilyn Frey, SpecEd EA-PCA at the Middle School for 2.4 hours/day, add SpecEd Bus EA-PCA at the Middle School for .67 hours/day (3.07 hours/day) beginning 09/02/2014 – 06/05/2015.
 10. Tyler Grave, SummerVentures Site Assistant at Longfellow for 27.5 hours/week, change to KidVentures Site Assistant at at Greenvale Park for 20 hours/week beginning 09/02/2014.

11. Michael Humann, Evening Custodian at the High School for 8 hours/day, add Evening Security at the High School beginning 09/16/2014. (\$600 stipend)
 12. Tasha Jasper, GenEd Education Assistant at Sibley, increase from 6.42 hours/day to 6.84 hours/day beginning 09/09/2014.
 13. Robyn Jessen, SpecEd Education Assistant at Greenvale Park for 6.5 hours/day, add GenEd EA (Supv) at GVP for .5 hours/day (7.0 hours/day) beginning 09/09/2014.
 14. Shelly Kruger, SpecEd EA-PCA at the High School for 6.75 hours/day, add SpecEd Bus EA-PCA at the High School for 2.25 hours/day (9.0 hours/day) beginning 09/02/2014 – 06/05/2015. (overtime approved by special education)
 - 15.1 Janet Larimore-Rockne, Title I Teacher at Bridgewater, add KidVentures SpecEd EA-PCA at Bridgewater for 4.65 hours/week beginning 09/10/2014 – 06/05/2015; SpecEd EA-PCA Step 3, \$14.58/hour.
 16. Erin Maher, SpecEd Educational Assistant-PCA at the Middle School, change from SpecEd Step 1, to SpecEd Step 2, \$14.25/hour beginning 09/03/2014.
 17. Jacqueline Meyer, SpecEd Education Assistant-PCA at the High School for 6.75 hours/day, add SpecEd Bus EA-PCA at the High School for 1.58 hours/day (8.33 hours/day) beginning 09/02/2014 – 06/05/2015. (overtime approved by special education)
 18. Deb Pack, SpecEd EA-PCA at the High School for 6.75 hours/day, add SpecEd Bus EA-PCA at the High School for .5 hours/day (7.25) beginning 09/02/2014 – 06/05/2015.
 19. Terri Quint, SpecEd EA-PCA at the Middle School for 6.5 hours/day, decrease to 5.0 hours/day at the Middle School beginning 09/15/2014.
 20. Jennifer Severson, Educational Assistant at Greenvale Park for 7.25 hours/day, add PLUS Site Assistant at Greenvale Park for 1.5 hours/day (Monday & Tuesday) beginning 9/17/2014 – 06/05/2015.
 21. Jeff St. Martin, Custodial Engineer at the Middle School, add Pool Operator Stipend beginning 09/22/2014.
 22. Rhonda Stanley, GenEd EA at Greenvale Park for 6.25 hours/day, add PLUS Site Assistant at GVP for 1.25 hours/day (36.25 hours/week) beginning 09/22/2014 – 06/04/2015.
- c. Leaves of Absence
1. Colleen Gottsch, Medical Leave of Absence beginning 9/10/2014 to approximately 9/23/2014.
 2. Alissa Jorgenson, Childcare Leave of Absence beginning on or about 11/17/2014 – 12/12/2014.
 3. Darcy Seurer, Family/Medical Leave of Absence beginning 09/02/2014 to approximately 10/03/2014.
 4. Kathy Wiertsema-Miller, Family/Medical Leave of Absence beginning 11/05/2014 to approximately 11/17/2014.
 5. Stephani Carlson, Family/Medical Leave of Absence beginning on or about 02/26/2015 for the remainder of the 2014-15 school year.
 6. Karen Koester, Medical Leave of Absence beginning 09/08/2014 – 01/23/2014.
- d. Resignations
1. Robert (Connor) McKeen, Community Services Flag Football Coach – declined position effective 9/9/2014.
 2. Jennifer Walls, Asst. Nordic Ski Coach at the High School, resignation effective 9/15/2014.
- e. The Board approved the following:
- Policy covering wages, working conditions and fringe benefits of the Technology Employees for the period extending July 1, 2014 through June 30, 2016.
- f. TRA Part-Time Teacher Program
The Board authorized teachers Lisa Krueger Robb and Dana Holden to participate in the TRA Part-Time Teacher Program, whereby the teachers who qualify can personally purchase TRA service credit at no cost to the Northfield School District.

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

4. Appointment to District Youth Council.
The Board approved the appointment of Olivia Riggins to the District Youth Council.
5. Metro Sales Copier Lease.
The District solicited quotations for a new copier lease. Five quotations were received. The District has selected Metro Sales to continue providing the copiers for the District. The lease with Metro Sales for 16 copiers will cost the district approximately \$5,087.61 per month for 60 months. This represents a \$1,255.77/month savings when compared to the expiring lease. The Board approved the 60 month lease with Metro Sales for 16 copiers at a monthly cost of approximately \$5,087.61/month.

VIII. Items for Information

There were no items for information.

IX. Future Meetings

Monday, October 13, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

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

- X. On a motion by Stratmoen, seconded by Fossum, the Board adjourned at 9:00 PM.

Noel Stratmoen
School Board Clerk