

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, October 13, 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. Northfield Public Library Update.
 - 2. 2014-2015 World's Best Workforce Plan Update.
- VII. Superintendent's Report
 - A. Items for Individual Action
 - 1. Minnesota State High School League (MSHSL) Foundation Grant for Student Participation.
 - B. Items for Consent Grouping
 - 1. Gift Agreement – Sibley PTO.
 - 2. Personnel Items.
- VIII. Items for Information
 - 1. Enrollment Report – October 1, 2014.
 - 2. Update on District Master Facilities Planning Process.
- IX. Future Meetings
Monday, October 27, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, November 10, 2014, 6:15 PM, Reception for Commended National Merit Scholars, Northfield High School, Upper Cafeteria
Monday, November 10, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment

NORTHFIELD PUBLIC SCHOOLS

MEMORANDUM

Monday, October 13, 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 October 13, 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 September 22, 2014, are enclosed for your review and comment.
- V. Announcements and Recognitions
- VI. Items for Discussion and / or Reports
 1. Northfield Public Library Update.
The Northfield Public Library is currently in the planning stage of an improvement project designed to make the current Library more flexible, accessible and efficient for patrons and staff. Because of the Library's important role in Northfield's literacy and education infrastructure, Bill North, President of the Friends and Foundation of the Northfield Public Library, will update the School Board on the state of planning and what the Design Team and Library Staff see as the benefits of these enhancements for the Northfield community. Members of the Board can ask questions and raise issues for further consideration.
 2. 2014-2015 World's Best Workforce Plan Update.
Director of Teaching and Learning, Mary Grace Hanson, and District Assessment Coordinator, Hope Langston, will provide the Board with an update on the 2014-15 World's Best Workforce (WBWF) Plan. Their presentation will include a review of the WBWF goals, examples of data that is currently being collected to measure our progress in each goal area and a draft scorecard or dashboard that identifies each of the goals and the metrics and assessment tools that will be used to measure progress in that goal area. A PowerPoint presentation and notes will be provided in the table file.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Minnesota State High School League (MSHSL) Foundation Grant for Student Participation.
Student Activities Director Tom Graupmann is requesting that the Board approve the following resolution:
WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;
WHEREAS, the School Board of Independent School District No. 659 recognizes the value of students participation in extracurricular activities; and
WHEREAS, the MSHSL Foundation is offering grants and funding to assist school districts in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.
THEREFORE, BE IT RESOLVED, that the Northfield School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

Superintendent's Recommendation: Motion to approve the Resolution as presented.

B. Items for Consent Grouping

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

1. Gift Agreement.

The Board is asked to accept the \$6000 gift from the Sibley Elementary School PTO to be used for classroom funding.

2. Personnel Items.

a. Appointments*

1. Katherine Arnold, Community School Club Leader at Greenvale Park beginning 09/30/2014 for 1 hour/day, two days/month; \$18.68/hour.
2. Duane Bjorklund, Building & Grounds Master Electrician for the district for 8 hours/day beginning 10/20/2014; \$68,624 – prorated to number of days worked.
3. Erin Carson, Assistant Yearbook Advisor at the High School beginning 09/29/2014 – 06/12/2015, \$14.00/hour.
4. Tracy Closson, Assistant Alpine Ski Coach at the High School beginning 11/10/2014 – 02/11/2015; Level G, Step 1.
5. Elliott Courchaine, Assistant Wrestling Coach at the High School beginning 11/10/2014 – 02/28/2015; Level E, Step 1 (1/2 of stipend \$1,681.50).
6. Tyler Faust, Assistant Wrestling Coach at the High School beginning 11/10/2014 – 02/28/2015; Level E, Step 4 (1/2 of stipend, \$1,832.50).
7. Dana Holden, Dance Team Coach at the Middle School beginning 10/20/2014 – 02/14/2015; \$14.00/hour (\$2,000 Max).
8. Christine Lee, GenED Education Assistant at Bridgewater Elementary for 2 hours/day beginning 10/20/2014 – 6/5/2015;
9. Renee Malecha, Long-Term Substitute Office Generalist at the High School beginning or on or about 11/17/2014 – on or about 12/15/2014; \$12.59/hour.
10. Natalia Marchan, Community School Evening Club Site Assistant beginning 10/02/2014 – 06/06/2015 for up to 2.5 hours/day; Step 1, \$11.67/hour.
11. Rustianna Mechura, KidVentures Site Assistant at Bridgewater for up to 2 hours/day beginning 09/24/2014; Step 3, \$12.28/hour.
12. Mark Mecurio, Assistant Middle School Wrestling Coach (part-time) beginning 11/03/2014 – 02/28/2015; \$12.00/hour.
13. Leah Randt, Dance Team Assistant Coach at the High School beginning 10/20/2014 – 02/14/2015; Level F, Step 1.
14. Rachael Schlossin, 1.0 FTE Long-Term Substitute Sixth Grade Teacher at the Middle School beginning 10/02/2014 – 06/05/2015; BA, Step 2.
15. William Seeberg, Homebound Instructor at the Middle School for up to 5 hours/week beginning 09/25/2014 – date to be determined; BA60, Step 14.
16. Tonya Skluzacek, KidVentures Site Assistant at Sibley beginning 09/29/2014 for up to 4 hours/day; Step 2, \$11.98/hour.
17. Kathleen Tilderquist, .70 FTE Long-Term Substitute Teacher at the HS beginning 09/15/2014 – 01/23/2015; BA, Step 6.
18. Thomas White Jr., Assistant Wrestling Coach at the High School beginning 11/10/2014 – 02/28/2015; Level E, Step 3 (1/2 of stipend, \$1,782.50).

b. Increase/Decrease/Change in Assignment

1. Sheila Atkinson, SpecEd EA-PCA at Bridgewater for 6.75 hours/day, add Targeted Services PLUS Site Assistant at GVP for approximately 1.25 hours/day (M-Th) beginning 09/16/2014 – 05/28/2015.
2. Kim Bauer, Parking Lot/Security Staff at the High School for 8 hours/day on student days beginning 09/02/2014.
3. Cheryl Dueffert, Targeted Services PLUS Teacher at GVP for 1.25 hours/day (M-Th), change to TS PLUS Teacher at GVP for 1.25 hours/day (one day/week) beginning 09/16/2014 – 10/30/2014.

4. Debra Herman, Special Education Teacher at Sibley, add Homebound Instruction at the Middle School for 5 one hour sessions beginning 10/06/2014 – 11/01/2014.
 5. Tasha Jasper, GenEd Education Assistant at Sibley for 6.84 hours/day, change to GenEd EA at Sibley for 7.09 hours/day beginning 09/09/2014.
 6. Bonnie Klamm, SpecEd EA-PCA at Greenvale Park for 6.75 hours/day, add Targeted Services PLUS Site Assistant at GVP for 1.5 hours/day (M-Th) beginning 09/16/2014 – 05/28/2015.
 7. Karen Koester, .60 FTE Business Education Teacher at the High School, change to .70 FTE Business Education Teacher at the HS beginning 08/25/2014 – 01/23/2015.
 8. Sue Leidner, SpecEd EA-PCA for 6.75 hours/day/GenEd EA (Supv) for .33 hours/day (7.08), change to SpecEd EA-PCA for 6.42 hours/day; GenEd EA (Supv) for .42 hours/day (6.84 hours/day) beginning 09/02/2014.
 9. Kristy Malecha, GenEd EA/Spec Ed EA-PCA for 7 hours/day at Greenvale Park, add Targeted Services Club Leader at GVP for approximately 1 hour/day (M-Th) beginning 09/16/2014 – 05/28/2015.
 10. Lori Malecha, Child Nutrition Associate 3 at Sibley for 6 hours/day, change to Child Nutrition Manager (temporary) for 7 hours/day beginning 09/22/2014 to a date to be determined; \$19.02/hour.
 11. Cheryl Mathison, 1.0 FTE Business Teacher at the ALC, add Independent Study Teacher at the ALC for 2 hours/day on Mondays and Thursdays only beginning 09/29/2014 – 04/21/2015.
 12. Mary Momberg, Special Education Teacher at the Middle School, add Homebound Instruction at the Middle School for 5 one hour sessions beginning 10/06/2014 – 11/01/2014; (overload calculation).
 13. Ashley Mrozinski, Child Nutrition Manager at Greenvale Park for 7.5 hours/day, increase to 8.0 hours/day beginning 09/22/2014.
 14. Darla Neufeldt, SpecEd EA-PCA at Greenvale Park for 6.75 hours/day, add Targeted Services PLUS Site Assistant for 1.5 hours/day (M-Th) beginning 09/16/2014 – 05/28/2015.
 15. Corrine Oian, Guidance Counselor at the Middle School, add Targeted Services Blast Program Teacher at the Middle School for approximately 1.5 hours/day (one day/week) beginning 10/8/2014 – 04/16/2015.
 16. Nicole Papke, 1.0 FTE Title I Teacher at Greenvale Park, change to 1.0 FTE Academic Support Teacher at Greenvale Park beginning 08/25/2014.
 17. MaDonna Pumper, Child Nutrition Associate I at Sibley for 3 hours/day, increase to Child Nutrition Associate 3 (Temporary) for 6 hours/day beginning 09/22/2014 to a date to be determined; \$17.85/hour.
 18. Tony Seidl, 1.0 FTE Grade 4 Teacher at Greenvale Park, change to 1.0 FTE Grade 3 Teacher at GVP beginning 08/25/2014.
 19. Brigitte Tisdale, .8 FTE Title I Teacher at Greenvale Park, add Targeted Services Plus Program Teacher at GVP for 1.25 hours/day Monday-Thursday beginning 09/22/2014 – 05/28/2015.
 20. Dee Tomzik, GenEd EA at Bridgewater for 7 hours/day, add Targeted Services PLUS Site Assistant at Bridgewater for 1.25 hours/day (M-Th) beginning 11/04/2014 – 06/04/2015.
 21. Arlene Tuma, GenEd EA (ECFE) at Community Services, add PLUS Site Assistant at Greenvale Park for approximately 1.5 hours/day (Monday-Thursday) beginning 09/30/2014 – 06/04/2015.
 22. Dylan Warner, KidVentures Site Assistant at Bridgewater, change from 27.5 hours/week to 14.5 hours/week beginning 09/02/2014.
- c. Leaves of Absence
1. Barb Brunette, Family/Medical Leave of Absence beginning 9/26/2014 – 10/10/2014.
 2. Colleen Gottsch, Medical Leave of Absence extended through 01/01/2015.
 3. Jacie Myers, Family/Medical Leave of Absence beginning on or about 1/7/2015 through the end of the 2014-15 school year.

4. Brianna Spittle, Family/Medical Leave of Absence beginning 09/30/2014 through 10/15/2014 with a return to work date of 10/16/2014.
- d. Resignations / Termination.
 1. Stephanie Ianfolla (Balvin), Assistant Girls Basketball Coach, resignation effective 9/25/2014.
 2. Natalie Crooks, Education Assistant at the Middle School, resignation effective 11/21/2014.
 3. Hannah Curtis, KidVentures Site Assistant, declined employment effective 9/23/2014.
 4. Andrea Duron, EarlyVentures Site Assistant, resignation effective 10/10/2014.
 5. Tyler Grave, KidVentures Site Assistant, resignation effective 10/10/2014. Tyler will continue as a substitute site assistant for the program.
 6. Erin Maher, Education Assistant, termination effective 9/25/2014.
- e. Administration is recommending approval of the following:
 - Policy covering wages, working conditions and fringe benefits of the Other Staff for the period extending July 1, 2014 through June 30, 2016.
 - Policy covering wages, working conditions and fringe benefits of the Educational Interpreters for Deaf and Hard of Hearing for the period extending July 1, 2014 through June 30, 2016.
 - Policy covering wages, working conditions and fringe benefits of the Certified Occupational Therapy Assistants/Speech Language Assistant 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. Enrollment Report – October 1, 2014.
2. Update on District Master Facilities Planning Process.

Superintendent Richardson and Director of Administrative Services Matt Hillmann will provide a brief update on the progress being made in the completion of the District Master Facilities Plan. Discussion will focus on the gathering of ideas from 18 different groups, including individual building staffs, building parents and community members; district co-curricular coaches and sponsors; and high school students. Information on how these ideas will be collected and shared, as well as how this data will inform the work of our architectural firm, ATS&R, will be discussed.

IX. Future Meetings

Monday, October 27, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, November 10, 2014, 6:15 PM, Reception for Commended National Merit Scholars, High School, Upper Cafeteria
Monday, November 10, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

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-Grebe, 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 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

The Northfield Public Library Improvement Project

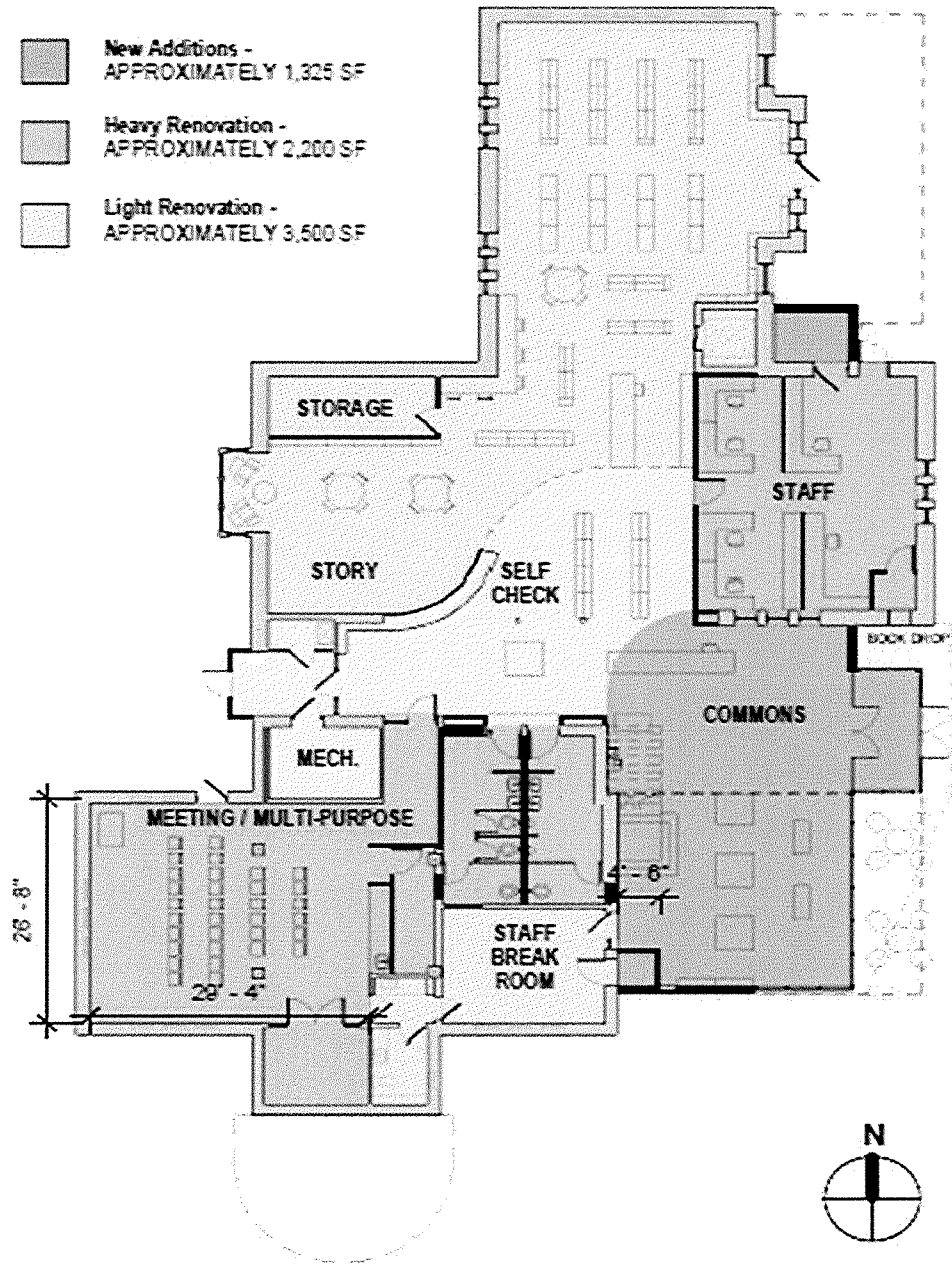
2014-2015

A Brief History of the Northfield Public Library Building And Improvement Initiatives

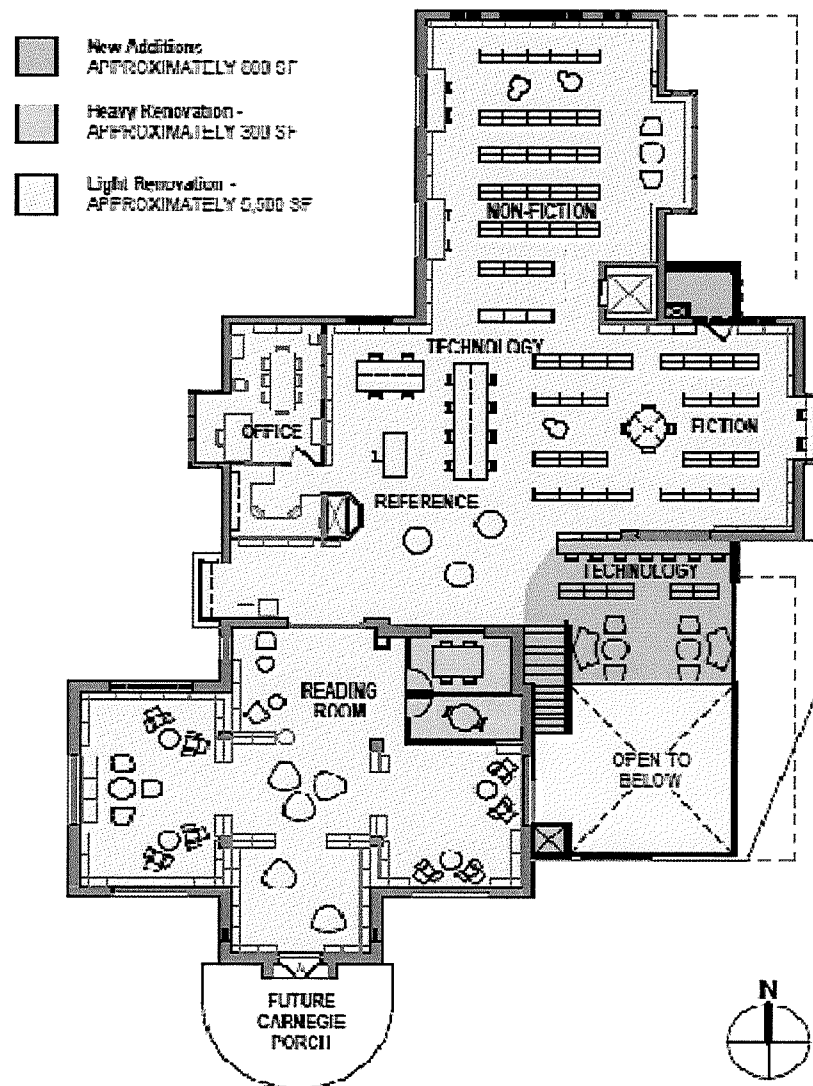
Carnegie Library Constructed	1911
Addition and Remodeling	1981-1985
Space Needs Assessments & Expansion Discussions	1995-2008
Small Remodel & Reorganization Discussions	2012-2013
Present Improvement Discussion	2013-present
Proposal from City Administrator	October/November 2013
Library Board	January/Feb 2014
City Council Approval of Funding	April 2014
Selection of Architects/Program Statement	May-June 2014
Public Meeting	late July
First Design Phase	September 9
Public Meeting	September 15, 2014
Second Design Phase	September 23, 2014
Council Decision on Plans	October-December 2014

Project Goals

- Flexibility: Spaces and furnishings in the Library are adaptable and support innovation, creativity, and changing needs.
- Accessibility: Library spaces are fully and safely accessible to people with different levels of mobility.
- Efficiency: The Library spaces are structured so as to permit maximum efficiency and comfort in staff workflow and also patron usage of the facility.



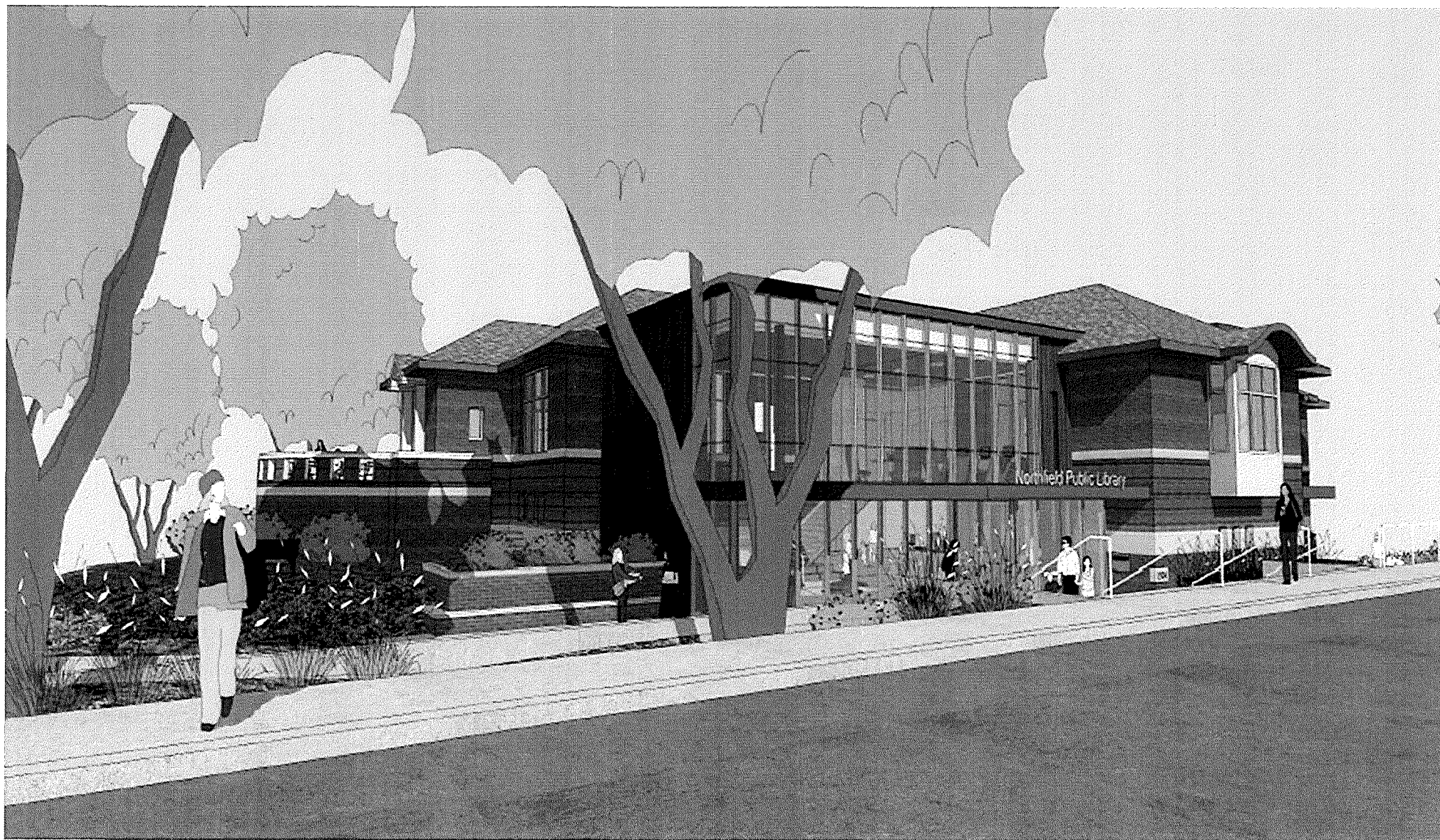
1 LOWER LEVEL FLOOR PLAN
 101 1" = 20'-0"



2 UPPER LEVEL FLOOR PLAN
101 1" = 20'-0"

Project Goals and Outcomes

- Light-filled and open , the glassed Commons will be a highly flexible space, for popular collections, individual seating, programming, and community events.
- Consolidated staff space for efficient processing of materials
- Enlarged Childrens' and Adult Areas
- Expanded outdoor seating on porch and Division Street overlook.
- A new sidewalk on Washington Street, with handrails for safety and accessibility
- Remodeled, accessible restrooms
- Small study/meeting rooms
- More space for collections
- Additional public computers
- More space to read, study, and collaborate



Elevation from corner of Washington Street and 3rd Street

Note: 3rd Street is not altered by this project









Project Benefits and Outcomes

- Light-filled and open , the glassed Commons will be a highly flexible space, for popular collections, individual seating, and community events.
- Consolidated staff space for efficient processing of materials
- Enlarged Childrens' and Adult Areas
- More space to read, study, and collaborate
- Small study/meeting rooms
- Additional public computers
- Expanded outdoor seating on porch and Division Street overlook.
- A new sidewalk on Washington Street, with handrails for safety and accessibility
- Remodeled, accessible restrooms
- More space for collections

Project Financing

Design Phase II (Current Plan)

- Construction Cost Estimate \$1, 700,000
- Total Project Costs (FF&E +Architects Fees) \$2,100,000

City of Northfield \$1,000,000 (committed)

Bunday Family Gift Fund \$300,000 (in place)

Friends and Foundation Capital Campaign \$1,000,000

Current cash and pledges in hand ca. \$160,000 (since July 30,2014)

How Can You Help?

- Remain informed about the project and encourage others to learn more.
- Contact your City Council Representative and let them know what you think of the Project. Thank them for supporting it thus far.
- Support the Capital Campaign with your donation.

FORM A

RESOLUTION OF SCHOOL BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District 659 School Board recognizes the value of students participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist school district in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Northfield School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

October 13, 2014
Date

Board Chair

October 13, 2014
Date

Board Clerk - Treasurer

FORM A

MSHSL Foundation Application for Grant for Student Participation

Mission Statement: Founded in 2007, the Minnesota State High School League Foundation is a nonprofit association, serving both public and private schools, created to complement the Minnesota State High School League by providing support for Minnesota's high school youth to participate in athletics and fine arts. Minnesota State High School League Foundation's goals are to promote the growth of high school students through participation in valuable extra-curricular activities.

Awarding of Grants: The primary goal of the Foundation will be to award grants that assist, recognize, promote, and fund extra-curricular participation by high school students in athletic and fine arts programs. These grants will be awarded based upon gender balance, school size and geographic location to the extent possible.

The Minnesota State High School League Foundation Board of Directors has determined that the number of Free and reduced lunch students in grades 9-12 will be used for classification purposes. The MSHSL Foundation wants to encourage each school to seek students whose family income may be limited and encourage them to participate in athletic and fine arts programs in each school community and to recognize the role you play in this endeavor and to assist you in your continued efforts to engage more students.

Please complete the following steps as identified in the FORM A WORKSHEET found on the reverse side of this form.

1. List the number of free/reduced lunch students identified in your schools' **October 1, 2013** report to the Department of Education.

Grade 9: 70
Grade 10: 80
Grade 11: 66
Grade 12: 58

TOTAL 274

2. Identify the total **UNDULICATED** number of free or reduced lunch students who participated in your schools' activity programs during the 2013-2014 school year.

132

TOTAL UNDULICATED COUNT

3. Attach an original MSHSL FOUNDATION RESOLUTION to this document and mail both items to:

MSHSL Foundation
2100 Freeway Blvd.
Brooklyn Center, MN 55430

OR

Email both documents to ljohnson@mshsl.org

4. All documentation **MUST** be submitted by email or postmarked **NO LATER** than November 1, 2014.

Name of School: Northfield High School Federal Tax ID # 41-6008327

Street Address: 1400 Division Street South

City, State, Zip: Northfield, MN 55057

Tom Graupmann
Name of Person Completing this Form

Chris Richardson
Name of School Superintendent

Signature

Signature

NORTHFIELD SCHOOL DISTRICT GIFT AGREEMENT

This agreement made this 30th day of SEPT., 2014, by and between SIBLEY PTO, hereinafter the "Donor", and Independent School District No. 659, Northfield, Minnesota, pursuant to the District's policy for receiving gifts and donations, as follows:

TERMS

\$ 6,000.00 CLASSROOM FUNDING

Leah Palmer
Donor

Approved by resolution of the School Board on the 13 day of OCT, 2014

INDEPENDENT SCHOOL DISTRICT No. 659

By: _____

Clerk

INDEPENDENT SCHOOL DISTRICT 659
NORTHFIELD, MINNESOTA
PERSONNEL POLICIES AND PRACTICES

Other Staff

Policy Extends from
July 1, 2014, through June 30, 2016

ARTICLE I EMPLOYMENT

Section 1.01 – Introduction

These Personnel Policies and Practices contain information pertaining to your employment with Independent School District No. 659, Northfield (“District”). Please note that the information contained in this document may be changed from time to time. Nothing in this document establishes any form of a contract between you and the District, nor does anything in this document alter your at-will employment relationship with the District. In the same sense that you can resign your employment with the District at any time for any reason or no reason at all, so can the District terminate your employment at any time for any reason or no reason at all, consistent with the concept of at-will employment. When changes occur to the information contained in this document, the revisions will be issued to you. The statements contained in this Section 1.01 are subject to the requirements of any applicable law, such as the Veterans’ Preference Act, granting the employee employment rights.

Section 1.02 - Basic Services

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated in this contract.

Section 1.03 - Duty Year

The duty year shall be as listed in Appendices A and B. The employee shall perform services on those legal holidays on which the School Board so determines.

ARTICLE II SALARIES

Section 2.01 - Compensation

The annual salary of positions covered by these policies shall be based upon the salary schedule set forth in Appendices A and B.

While the District reserves the right to set salaries, it will seek and receive input from employees and their supervisor regarding the salary structure. The input may be in the form of written or oral communication.

Section 2.02 – Experience Credit

Individuals employed before January 1st, who are still employed by the District on June 30th, shall for the purposes of salary increases be given credit for (1) year of experience.

Section 2.03 - Holidays

Employees working 20 hours or more per week, with a duty year of 49 or more weeks, shall be entitled to the following ten (10) paid holidays: Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day, New Year's Day, Presidents' Day (if designated as a school holiday), Memorial Day, Christmas Eve Day, and Good Friday. If the approved school calendar precludes the use of any of these days as holidays, an alternate day(s) shall be determined by the Superintendent.

ARTICLE III LEAVES

Section 3.01 - Vacation

An employee who works a regular schedule of 20 or more hours per week, with a work year of at least 49 weeks, shall be eligible for vacation.

Vacations for employees working at least 20 hours or more per week, for at least 49 weeks per year, shall be as follows:

Year of Service in <u>District</u>	Number of Vacation <u>Days</u>
1 - 5	10
6-13	15
14+	20

Part-time employees will receive pro rata vacation. Vacation shall be available to the employee at the beginning of the year (July 1st), however, vacation is considered earned on a monthly basis. Individuals hired after July 1st will receive pro rata vacation provided the employee has been assigned to a position which normally consists of 49 or more weeks per year.

Unused vacation must be taken within one year following the contract year in which it was earned. Vacation use will be as scheduled with and approved by their immediate supervisor.

There shall be no payment for unused, earned vacation balances upon termination or separation of employment, for any reason, with the School District.

Employees working fewer than 49 weeks per year shall not receive vacation.

Section 3.02 - Sick Leave

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for sick leave.

Employees shall receive sick leave at the rates listed below to a maximum accumulation of 228 days:

Employees working a duty year of less than 50 weeks	10 days/year
Employees working a duty year of 50 weeks or more	12 days/year

Sick leave shall be available to the employee at the beginning of the year (July 1st), however, sick leave is considered earned on a monthly basis.

One day of leave allowance may be used by an employee for each day of absence due to illness or injury which precludes the employee from performing the duties of his/her position.

Sick leave with pay shall be allowed whenever an employee's absence is due to illness or injury of the employee, the employee's dependent child, or another individual as allowed by Minnesota law which prevented the employee's attendance at work on that day or days.

Any employee who has been absent may be required to present a statement from a doctor of medicine verifying an illness and certifying that the employee has recovered sufficiently to return to normal duties. Any employee absent more than five (5) consecutive working days must present such certification. If certification is required for an absence of fewer than six (6) days, the District will designate the physician and pay his/her fee. Charges for certification of absences greater than five (5) consecutive working days will be the responsibility of the District unless the employee requires examination by a specified physician, in which instance the employee will assume the cost of the examination.

There shall be no payment for unused, earned sick leave balances upon termination or separation of employment, for any reason, with the School District.

Section 3.03 – Disaster Leave

The Employer will provide paid disaster leave for employees who have exhausted accumulated sick leave days prior to the commencement of long-term disability insurance benefits. An employee will become eligible for paid disaster leave after the employee has been continuously disabled and unable to work for fifteen (15) consecutive duty days, as certified by a medical doctor. Disaster leave payments shall commence as of the duty day following the last day of sick leave payment, and shall continue only for the period during which the employee remains continuously disabled and unable to work.

Disaster leave payments shall cease in any event after the fortieth (40th) duty day of absence.

Section 3.04 – Bereavement Leave

Employees may be allowed up to ten (10) days per year of leave with pay in case of death. Bereavement leave may be used in the case of a death of family members or friends. Time off for bereavement shall be deducted from unused sick days.

Section 3.05 – Personal Leave

The employee shall be allowed two (2) personal business days per year for business that ordinarily cannot be conducted outside the duty day with prior approval of their immediate supervisor. A deduction of these days will be made from sick leave. Request for leave under this Section must be made through the District's substitute/leave system at least three (3) days in advance, except for emergencies.

There shall be no paid personal business days for those employees who do not qualify for sick leave.

Section 3.06 - Leave of Absence Without Pay

The employee may apply for a leave of absence without pay in the event of personal extenuating circumstances. The employee, when on medical leave of absence, is eligible to continue to participate in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he/she wishes to retain commencing with the beginning of the leave, subject to the requirements of applicable law.

Section 3.07 - Child Care Leave and Adoption Leave

A. A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the employee for an extended period of time.

B. An employee making application for unpaid child care leave shall inform the superintendent in writing of his/her intention to take the leave at least two calendar months before commencement of the intended leave, except in unusual circumstances. The superintendent and the employee will attempt to work out a satisfactory plan for the leave.

C. If the reason for the child care leave is occasioned by pregnancy, the employee shall also provide at the time of the leave application, a statement indicating the expected date of the delivery. Sick leave under Section 3.02 is available for any period of disability associated with the pregnancy prior to the commencement of the child care leave.

D. The availability of a suitable replacement may also be considered by the school district in both the granting of a child care leave or the duration of such leave.

E. In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:

- (1) grant any leave more than six (6) months in length or at the beginning of the school year following such six (6) month period.
- (2) permit the employee to return to his or her employment prior to the date designated in the request for child care leave.

F. An employee returning from child care leave shall have a right to return to his or her original position as specified in the employee's child care leave plan if the employee's leave is commenced and concluded within the same fiscal year. If the employee's child care leave plan does not call for his or her return within the fiscal year it is commenced, the employee shall have the right to be returned to an equivalent contractual position, unless such employee has been previously terminated pursuant to the provision of M.S. 122A.40 or such employee has been placed on unrequested leave pursuant to the provisions of M.S. 122A.40.

G. Failure of the employee to return pursuant to the date determined under this Section shall constitute grounds for termination unless the school district and the employee mutually agree to an extension in the leave.

H. An employee who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this document at the commencement of the leave. The employee shall accrue additional experience credit or leave time during the period of absence for child care leave-only if the leave commences and ends within the same fiscal year.

Section 3.08 – Religious Observance Leave

Up to three (3) days leave shall be granted to an employee for required religious observance. Such days must be recognized religious holidays and shall not be permitted for circumstances where personal alternative attendance options exist. A deduction of these days will be made from sick leave. Notification must be submitted to their immediate supervisor, in writing, at least three (3) days prior to such absence.

Section 3.09 – Judicial Leave

An employee who is called for jury duty shall be compensated for the difference between regular pay and pay received for the performance of such obligation.

Section 3.10 – Superintendent's Discretionary Leave

Any circumstance that arises necessitating the absence of an employee not specifically included in any of the sections above may be granted as discretionary leave. Such leave must be approved in advance by the superintendent or his/her authorized representative.

Section 3.11 – School Conference and Activities Leave

In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours. One school day advance written notice shall be provided via the District's substitute/leave reporting system. Such leave will be deducted from the employee's sick leave allowance.

ARTICLE IV INSURANCE

Section 4.01– Insurance Eligibility

An employee must work a regular schedule of 20 or more hours per week for at least the number of student contact days in the board approved school calendar in order to be eligible for group insurance coverage.

Section 4.02 – District Obligation

The District's only obligation is to purchase the group insurance policies addressed below and pay such amounts as stated herein. No claim shall be made against the District as a result of a denial of insurance benefits by an insurance carrier.

Section 4.03- Health and Hospitalization

The School District shall provide eligible employees an opportunity to enroll for either single or family coverage in the District health and hospitalization insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single and family coverage. The amounts listed below reflect a proration for employees who work less than full-time. The effective date for employer contributions shall be September 1 each year.

	30-40 hrs/wk 1.0 factor	25 < 30 hrs/wk .6 factor	20 < 25 hrs/wk .5 factor
<u>SINGLE</u>	Tied to Teachers	Tied to Teachers	Tied to Teachers
<u>FAMILY</u>		x .60	x .50

Section 4.04 - Dental Insurance

The School District shall provide eligible employees with an opportunity to enroll for either single or family coverage in the District dental insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single or family coverage. The amounts listed below reflect a proration for those employees who work less than full-time. The effective date for employer contributions shall be September 1 each year.

	30-40 hrs/wk 1.0 factor	25 < 30 hrs/wk .6 factor	20 < 25 hrs/wk .5 factor
<u>SINGLE</u>	Tied to Teachers	Tied to Teachers	Tied to Teachers
<u>FAMILY</u>		x .60	x .50

Section 4.05 - Life Insurance

The School District shall provide, at District expense, a group term life insurance plan providing \$35,000 of coverage for each eligible employee. The eligible employees may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

Section 4.06 - Long-Term Disability Insurance

The School District shall pay the full premium for long-term disability insurance for eligible employees. Benefits shall be payable after 60 consecutive days of total disability at 66 2/3% of the basic monthly earnings.

Section 4.07 - Liability Insurance

The School District agrees to insure the employee for loss because of claims brought against him/her caused by any negligent act, error, omission, or breach of duty while acting within the scope of his/her employment or any claim against him/her solely by reason of the holding of his/her position. The amount and extent of coverage shall be subject to limitations imposed by the insurance carrier and applicable law.

Section 4.08 - Duration of Insurance Contribution

Upon separation of employment, all district participation and contribution toward group insurance benefits shall cease effective at the end of the month of the last working day except as provided under other provisions of this manual. However, the employee may be continued in the group insurance plans at his or her own expense for a period following separation determined by the insurance carrier and applicable laws.

ARTICLE V OTHER BENEFITS

Section 5.01 - Travel

Necessary and approved transportation that is required of the employee in the performance of school duty shall be at the expense of the School District. The mileage reimbursement rate and the rate between buildings shall be set by the School Board.

Section 5.02 - Professional Improvement

The employee will participate in professional development activities which are directly related to his or her areas of responsibility and other areas designated by their immediate supervisor. The School District shall pay for all legally valid travel, lodging, and meal expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by their immediate supervisor.

Section 5.03 - Vandalism Reimbursement

The School District shall reimburse the employee for vehicular vandalism, which occurs in the course of the employee performing his or her required duties, in an amount up to \$500 in a given year toward the unreimbursed insurance deductible amount on the vehicle.

Section 5.04– 403(b) District Matching Plan

This benefit will begin with the 2015-16 school year. Each year by October 1, employees who wish to participate in the plan shall be responsible to complete and file a salary deduction authorization for their annual contribution to a matching 403(b) plan. The School District will match an employee's contribution to a 403(b) plan up to \$250 per school year. During a year in which the employee makes no contribution, the District shall likewise make no contribution to that employee account.

APPENDIX A
SALARIES AND DUTY YEAR
2014-15

Position	Duty Year	Hourly Rate
Parking Lot & Bldg Security Monitor	178 days	\$17.37 <u>18.25</u>
Volunteer Coordinator	3.5 hours/school week/building	\$13.53 <u>14.22</u>
Assistant Family Services Collaborative Coordinator	25 hrs/week	\$23.23 <u>24.40</u>

APPENDIX B
SALARIES AND DUTY YEAR
2015-16

Position	Duty Year	Hourly Rate
Parking Lot & Bldg Security Monitor	178 days	\$17.55 <u>18.90</u>
Volunteer Coordinator	3.5 hours/school week/building	\$13.67 <u>14.72</u>
Assistant Family Services Collaborative Coordinator	30 hrs/week	\$23.46 <u>25.26</u>

Steps for service added to the base salary listed above:

Step 1 - \$0.00/hr
Step 2 - \$0.50/hr
Step 3 - \$1.00/hr
Step 4 - \$1.50/hr

INDEPENDENT SCHOOL DISTRICT 659
NORTHFIELD, MINNESOTA
PERSONNEL POLICIES AND PRACTICES

Educational Interpreters for Deaf and Hard of Hearing

JULY 1, 2014, THROUGH JUNE 30, 2016

ARTICLE I EMPLOYMENT

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Section 1.02 – Basic Services

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated in this contract.

Section 1.03 - Duty Year

The work year shall include days on which the student being served is in attendance at school plus additional days if needed as scheduled by the supervisor.

Section 1.04 – Work Day

The Director of Special Education or other designated supervisor shall establish the work schedule based on student needs and the demands of the job. The interpreter shall not work during hours that the student(s) is/are not in attendance at school, except as approved, and shall receive pay only for hours worked.

ARTICLE II SALARIES

Section 2.01 - Compensation

The annual salary of positions covered by these policies shall be based upon the salary schedule set forth in Appendices A and B.

While the District reserves the right to set salaries, it may seek and receive input from employees and their supervisor regarding the salary structure. The input may be in the form of written or oral communication.

Section 2.02 – Experience Credit

Individuals employed before January 1st, who are still employed by the District on June 30th, shall for the purposes of salary increases be given credit for (1) year of experience.

Section 2.03: Holidays with Pay

Employees working 20 hours or more per week will be entitled to four (4) paid holidays: Labor Day, Thanksgiving Day, Christmas Day, and Memorial Day.

Section 2.04: Compensation Levels

Level A: Interprets using sign language but does not meet requirements of Levels B or C.

Level B: Graduate of an approved interpreter training program or a bachelors degree in a related field but not certified by the agencies defined in Level C.

Level C: Graduate of an approved interpreter training program and certified by the National Registry of Interpreters for the Deaf, or National Association of the Deaf, or master's degree in one of the three following areas: Deaf Education, Rehabilitation for the Deaf and Hard of Hearing or Linguistics of American Sign Language.

ARTICLE III LEAVES

Section 3.01 - Sick Leave

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for sick leave.

Employees shall receive 10 days of sick leave (prorated) to a maximum accumulation of 178 days.

Sick leave shall be available to the employee at the beginning of the year (July 1st), however, sick leave is considered earned on a monthly basis.

One day of leave allowance may be used by an employee for each day of absence due to illness or injury which precludes the employee from performing the duties of his/her position. Sick leave with pay shall be allowed whenever an employee's absence is due to illness or injury of the employee or the employee's dependent child, or another individual as allowed by Minnesota Law which prevented the employee's attendance at work on that day or days.

Any employee who has been absent may be required to present a statement from a doctor of medicine verifying an illness and certifying that the employee has recovered sufficiently to return to normal duties. Any employee absent more than five (5) consecutive working days must present such certification. If certification is required for an absence of fewer than six (6) days, the District will designate the physician and pay his/her fee. Charges for certification of absences greater than five (5) consecutive working days will be the responsibility of the District unless the employee requires examination by a specified physician, in which instance the employee will assume the cost of the examination.

There shall be no payment for unused, earned sick leave balances upon termination or separation of employment, for any reason, with the School District.

Section 3.02 – Bereavement Leave

Employees may be allowed up to ten (10) days per year of leave with pay in case of death. Bereavement leave may be used in the case of a death of family or friends.

Section 3.03 - Personal Leave

The employee shall be allowed two (2) personal business days per year for business that ordinarily cannot be conducted outside the duty day with prior approval of the immediate supervisor. A deduction of these days will be made from sick leave.

Section 3.04 – Religious Observance Leave

Up to three (3) days leave shall be granted to an employee for required religious observance. Such days must be recognized religious holidays and shall not be permitted for circumstances where personal alternative attendance options exist. A deduction of these days will be made from sick leave. Notification must be submitted to their immediate supervisor, in writing, at least three (3) days prior to such absence.

Section 3.05 – Judicial Leave

An employee who is called for jury duty shall be compensated for the difference between regular pay and pay received for the performance of such obligation.

Section 3.06 – Superintendent’s Discretionary Leave

Any circumstance that arises necessitating the absence of an employee not specifically included in any of the sections above may be granted as discretionary leave. Such leave must be approved in advance by the superintendent or his/her authorized representative.

Section 3.07 – School Conference and Activities Leave

In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours.

One school day advance written notice shall be provided via the District’s substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional or unusual circumstances. Such leave will be deducted from the employee's sick leave allowance.

ARTICLE IV INSURANCE

Section 4.01– Insurance Eligibility

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for group insurance coverage.

Section 4.02 – District Obligation

The District’s only obligation is to purchase the group insurance policies addressed below and pay such amounts as stated herein. No claim shall be made against the District as a result of a denial of insurance benefits by an insurance carrier.

Section 4.03 - Health and Hospitalization

The School District shall provide eligible employees an opportunity to enroll for either single or family coverage in the District health and hospitalization insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single and family coverage. The effective date for employer contributions shall be September 1 of each year.

	30-40 hrs/wk 1.0 factor	25 < 30 hrs/wk .6 factor	20 < 25 hrs/wk .5 factor
SINGLE	Same as teachers	.60 × teachers	.50 × teachers
<u>FAMILY</u>	settlement	settlement	settlement

Section 4.04 - Dental Insurance

The School District shall provide eligible employees with an opportunity to enroll for either single or family coverage in the District dental insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single or family coverage. The effective date for employer contributions shall be September 1 of each year.

	30-40 hrs/wk 1.0 factor	25 < 30 hrs/wk .6 factor	20 < 25 hrs/wk .5 factor
SINGLE	Same as teachers	.60 × teachers	.50 × teachers
<u>FAMILY</u>	settlement	settlement	settlement

Section 4.05 - Life Insurance

The School District shall provide, at District expense, a group term life insurance plan providing \$35,000 of coverage for each eligible employee. The eligible employees may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

Section 4.06 - Long-Term Disability Insurance

The School District shall pay the full premium for long-term disability insurance for eligible employees. Benefits shall be payable after 60 consecutive days of total disability at 66 2/3% of the basic monthly earnings.

Section 4.07 - Liability Insurance

The School District agrees to insure the employee for loss because of claims brought against him/her caused by any negligent act, error, omission, or breach of duty while

acting within the scope of his/her employment or any claim against him/her solely by reason of the holding of his/her position. The amount and extent of coverage shall be subject to limitations imposed by the insurance carrier and applicable law.

Section 4.08 - Duration of Insurance Contribution

Upon separation of employment, all district participation and contribution toward group insurance benefits shall cease effective at the end of the month of the last working day except as provided under other provisions of this manual. However, the employee may be continued in the group insurance plans at his or her own expense for a period following separation determined by the insurance carrier and applicable laws.

ARTICLE V OTHER BENEFITS

Section 5.01 - Travel

Necessary and approved transportation that is required of the employee in the performance of school duty shall be at the expense of the School District. The mileage reimbursement rate and the rate between buildings shall be set by the School Board.

Section 5.02 - Professional Improvement

The employee will participate in professional development activities which are directly related to his or her areas of responsibility and other areas designated by their immediate supervisor. The School District shall pay for all legally valid travel, lodging, and meal expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by their immediate supervisor.

Section 5.03 – Professional Membership Dues

The School District shall pay the annual membership dues for the employee for relevant professional organizations approved by the district.

Section 5.04: 403(b) Plan Matching

Employees working 20 hours or more per week shall be eligible for a matching contribution to a 403(b) plan.

Each year by October 1, eligible employees who wish to participate in the plan shall be responsible to complete and file a salary deduction authorization for their annual contribution to a matching 403(b) tax deferred plan. The School District will match an employee's contribution to a 403 (b) plan up to \$300.00 per school year. During a year in which the employee makes no contribution, the District shall likewise make no contribution to that employee account.

APPENDIX A
SALARIES AND DUTY YEAR
2014-15

Level	Duty Year	Hourly Rate
Level A	Student Days	\$17.10
Level B	Student Days	\$19.06
Level C	Student Days	\$21.06

APPENDIX B
SALARIES AND DUTY YEAR
2015-16

Level	Duty Year	Hourly Rate
Level A	Student Days	\$17.61
Level B	Student Days	\$19.63
Level C	Student Days	\$21.69

* Educational Interpreters for Deaf and Hard of Hearing compensation level descriptions can be found in Section 2.04 of this document.

INDEPENDENT SCHOOL DISTRICT 659
NORTHFIELD, MINNESOTA
PERSONNEL POLICIES AND PRACTICES

Certified Occupational Therapy Assistants/Speech Language Assistant

JULY 1, 2014, THROUGH JUNE 30, 2016

ARTICLE I EMPLOYMENT

Section 1.01 – Introduction

These Personnel Policies and Practices contain information pertaining to your employment with Independent School District No. 659, Northfield (“District”). Please note that the information contained in this document may be changed from time to time. Nothing in this document establishes any form of a contract between you and the District, nor does anything in this document alter your at-will employment relationship with the District. In the same sense that you can resign your employment with the District at any time for any reason or no reason at all, so can the District terminate your employment at any time for any reason or no reason at all, consistent with the concept of at-will employment. When changes occur to the information contained in this document, the revisions will be issued to you. The statements contained in this Section 1.01 are subject to the requirements of any applicable law, such as the Veterans’ Preference Act, granting the employee employment rights.

Section 1.02 – Basic Services

Employees shall faithfully perform the services prescribed by the School Board or designated representative whether or not such services are specifically described in this manual or in a general job description, abide by the rules, regulations and policies as established by the School Board and the State Board of Education, and any additions or amendments thereto, for the annual salary indicated in this contract.

Section 1.03 - Duty Year

The duty year shall be as listed in Appendices A and B. The employee shall perform services on those legal holidays on which the School Board so determines.

ARTICLE II SALARIES

Section 2.01 - Compensation

The annual salary of positions covered by these policies shall be based upon the salary schedule set forth in Appendices A and B.

While the District reserves the right to set salaries, it may seek and receive input from employees and their supervisor regarding the salary structure. The input may be in the form of written or oral communication.

Section 2.02 – Experience Credit

Individuals employed before January 1st, who are still employed by the District on June 30th, shall for the purposes of salary increases be given credit for (1) year of experience.

ARTICLE III LEAVES

Section 3.01 – Sick Leave

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for sick leave.

Employees shall receive sick leave at the rates listed below to a maximum accumulation of 228 days:

Employees working a duty year of less than 50 weeks	10 days/year
Employees working a duty year of 50 weeks or more	12 days/year

Sick leave shall be available to the employee at the beginning of the year (July 1st), however, sick leave is considered earned on a monthly basis.

One day of leave allowance may be used by an employee for each day of absence due to illness or injury which precludes the employee from performing the duties of his/her position. Sick leave with pay shall be allowed whenever an employee's absence is due to illness or injury of the employee or the employee's dependent child, or another individual as allowed by Minnesota Law which prevented the employee's attendance at work on that day or days.

Any employee who has been absent may be required to present a statement from a doctor of medicine verifying an illness and certifying that the employee has recovered sufficiently to return to normal duties. Any employee absent more than five (5) consecutive working days must present such certification. If certification is required for an absence of fewer than six (6) days, the District will designate the physician and pay his/her fee. Charges for certification of absences greater than five (5) consecutive working days will be the responsibility of the District unless the employee requires examination by a specified physician, in which instance the employee will assume the cost of the examination.

There shall be no payment for unused, earned sick leave balances upon termination or separation of employment, for any reason, with the School District.

Section 3.02 – Disaster Leave

The Employer will provide paid disaster leave for employees who have exhausted accumulated sick leave days prior to the commencement of long-term disability insurance benefits. An employee will become eligible for paid disaster leave after the employee has been continuously disabled and unable to work for fifteen (15) consecutive duty days, as certified by a medical

doctor. Disaster leave payments shall commence as of the duty day following the last day of sick leave payment, and shall continue only for the period during which the employee remains continuously disabled and unable to work.

Disaster leave payments shall cease in any event after the fortieth (40th) duty day of absence.

Section 3.03 – Bereavement Leave/Critical Illness Leave:

Employees may be allowed up to ten (10) days per year of leave with pay in case of death. Bereavement leave may be used in the case of a death of family or friends.

Section 3.04 - Personal Leave

The employee shall be allowed two (2) personal business days per year for business that ordinarily cannot be conducted outside the duty day with prior approval of the immediate supervisor. A deduction of these days will be made from sick leave.

Section 3.05 - Leave of Absence Without Pay

The employee may apply for a leave of absence without pay in the event of personal extenuating circumstances. The employee, when on medical leave of absence, is eligible to continue to participate in group insurance programs as permitted under the insurance policy provisions, but shall pay the entire premium for such programs as he/she wishes to retain commencing with the beginning of the leave, subject to the requirements of applicable law.

Section 3.06 - Child Care Leave and Adoption Leave

A. A child care leave shall be granted by the school district subject to the provisions of this Section. Child care leave may be granted because of the need to prepare and/or provide parental care for a child or children of the employee for an extended period of time.

B. An employee making application for unpaid child care leave shall inform the superintendent in writing of his/her intention to take the leave at least two calendar months before commencement of the intended leave, except in unusual circumstances. The superintendent and the employee will attempt to work out a satisfactory plan for the leave.

C. If the reason for the child care leave is occasioned by pregnancy, the employee shall also provide at the time of the leave application, a statement indicating the expected date of the delivery. Sick leave under Section 3.02 is available for any period of disability associated with the pregnancy prior to the commencement of the child care leave.

D. The availability of a suitable replacement may also be considered by the school district in both the granting of a child care leave or the duration of such leave.

E. In making a determination concerning the commencement and duration of a child care leave, the School Board shall not, unless otherwise agreed, be required to:

- (1) grant any leave more than six (6) months in length or at the beginning of the school year following such six (6) month period.
- (2) permit the employee to return to his or her employment prior to the date designated in the request for child care leave.

F. An employee returning from child care leave shall have a right to return to his or her original position as specified in the employee's child care leave plan if the employee's leave is commenced and concluded within the same fiscal year. If the employee's child care leave plan does not call for his or her return within the fiscal year it is commenced, the employee shall have the right to be returned to an equivalent contractual position, unless such employee has been previously terminated pursuant to the provision of M.S. 122A.40 or such employee has been placed on unrequested leave pursuant to the provisions of M.S. 122A.40.

G. Failure of the employee to return pursuant to the date determined under this Section shall constitute grounds for termination unless the school district and the employee mutually agree to an extension in the leave.

H. An employee who returns from child care leave within the provisions of this Section shall retain all previous experience credit and any unused leave time accumulated under the provisions of this document at the commencement of the leave. The employee shall accrue additional experience credit or leave time during the period of absence for child care leave only if the leave commences and ends within the same fiscal year.

Section 3.07 – Religious Observance Leave

Up to three (3) days leave shall be granted to an employee for required religious observance. Such days must be recognized religious holidays and shall not be permitted for circumstances where personal alternative attendance options exist. A deduction of these days will be made from sick leave. Notification must be submitted to their immediate supervisor, in writing, at least three (3) days prior to such absence.

Section 3.08 – Judicial Leave

An employee who is called for jury duty shall be compensated for the difference between regular pay and pay received for the performance of such obligation.

Section 3.09 – Superintendent's Discretionary Leave

Any circumstance that arises necessitating the absence of an employee not specifically included in any of the sections above may be granted as discretionary leave. Such leave must be approved in advance by the superintendent or his/her authorized representative.

Section 3.10 – School Conference and Activities Leave

In accordance with the provisions of MS.181.9412, the District will provide each employee with up to sixteen hours of school conference and activities leave during any twelve month period to attend school conferences or school related activities related to the employee's child, provided the conference, activity or observation cannot be scheduled during non-work hours.

One school day advance written notice shall be provided via the District's substitute/leave reporting system. The Human Resources Director can waive the advanced written notice requirement in emergency situations under exceptional or unusual circumstances. Such leave will be deducted from the employee's sick leave allowance.

ARTICLE IV INSURANCE

Section 4.01– Insurance Eligibility

An employee must work a regular schedule of 20 or more hours per week in order to be eligible for group insurance coverage.

Section 4.02 – District Obligation

The District's only obligation is to purchase the group insurance policies addressed below and pay such amounts as stated herein. No claim shall be made against the District as a result of a denial of insurance benefits by an insurance carrier.

Section 4.03 - Health and Hospitalization

The School District shall provide eligible employees an opportunity to enroll for either single or family coverage in the District health and hospitalization insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single and family coverage. The effective date for employer contributions shall be September 1 each year.

	30-40 hrs/wk 1.0 factor	25 < 30 hrs/wk .6 factor	20 < 25 hrs/wk .5 factor
SINGLE	Same as teachers	.60 × teachers	.50 × teachers
FAMILY	settlement	settlement	settlement

Section 4.04 - Dental Insurance

The School District shall provide eligible employees with an opportunity to enroll for either single or family coverage in the District dental insurance plan. The School District shall contribute the amounts listed below toward the monthly premium for single or family coverage. The effective date for employer contributions shall be September 1 each year.

	30-40 hrs/wk 1.0 factor	25 < 30 hrs/wk .6 factor	20 < 25 hrs/wk .5 factor
SINGLE	Same as teachers	.60 × teachers	.50 × teachers
FAMILY	settlement	settlement	settlement

Section 4.05 - Life Insurance

The School District shall provide, at District expense, a group term life insurance plan providing \$35,000 of coverage for each eligible employee. The eligible employees may purchase additional group term life insurance in increments of \$25,000 up to a maximum of \$100,000 at the group rate upon evidence of insurability and acceptance by the carrier. The cost of such additional coverage shall be paid fully by the employee through payroll deduction.

Section 4.06 - Long-Term Disability Insurance

The School District shall pay the full premium for long-term disability insurance for eligible employees. Benefits shall be payable after 60 consecutive days of total disability at 66 2/3% of the basic monthly earnings.

Section 4.07 - Liability Insurance

The School District agrees to insure the employee for loss because of claims brought against him/her caused by any negligent act, error, omission, or breach of duty while acting within the scope of his/her employment or any claim against him/her solely by reason of the holding of his/her position. The amount and extent of coverage shall be subject to limitations imposed by the insurance carrier and applicable law.

Section 4.08 - Duration of Insurance Contribution

Upon separation of employment, all district participation and contribution toward group insurance benefits shall cease effective at the end of the month of the last working day except as provided under other provisions of this manual. However, the employee may be continued in the group insurance plans at his or her own expense for a period following separation determined by the insurance carrier and applicable laws.

ARTICLE V
OTHER BENEFITS

Section 5.01 - Travel

Necessary and approved transportation that is required of the employee in the performance of school duty shall be at the expense of the School District. The mileage reimbursement rate and the rate between buildings shall be set by the School Board.

Section 5.02 - Professional Improvement

The employee will participate in professional development activities which are directly related to his or her areas of responsibility and other areas designated by their immediate supervisor. The School District shall pay for all legally valid travel, lodging, and meal expenses and fees for attendance at professional conferences and meetings with other educational agencies when attendance thereof is required, directed, or permitted by their immediate supervisor.

Section 5.03 – Professional Membership Dues

The School District shall pay the annual membership dues for the employee for relevant professional organizations approved by the district.

APPENDIX A
SALARIES AND DUTY YEAR
2014-15

Position	Duty Year	Annual Salary
Speech Language Assistant	Student Days	\$21.90

APPENDIX B
SALARIES AND DUTY YEAR
2015-16

Position	Duty Year	Annual Salary
Speech Language Assistant	Student Days	\$22.56

							2014-2015						
School and	September	September	September	September	October	November	December	January	February	March	April	May	End of Year
Grade Level	2nd	5th	12th	19th	1st	1st	2nd	6th	1st	1st	1st	1st	6/5/2015
Longfellow													
Early Childhood	58	50	49	47	52								
Total	58	48	49	47	52	0	0	0	0	0	0	0	0
Greenvale Park													
Grade K-2027	91	80	78	78	78								
Grade 1-2026	79	79	78	77	78								
Grade 2-2025	87	85	85	85	85								
Grade 3-2024	81	80	80	79	80								
Grade 4-2023	74	77	78	78	76								
Grade 5-2022	79	79	79	79	79								
Total	491	480	478	476	476	0	0	0	0	0	0	0	0
Sibley													
Grade K-2027	80	79	80	80	81								
Grade 1-2026	95	95	95	96	96								
Grade 2-2025	104	105	105	105	105								
Grade 3-2024	103	104	104	105	105								
Grade 4-2023	83	83	83	83	83								
Grade 5-2022	101	101	101	101	101								
Total	566	567	568	570	571	0	0	0	0	0	0	0	0
Bridgewater													
Grade K-2027	107	105	107	107	106								
Grade 1-2026	81	82	82	82	82								
Grade 2-2025	100	100	101	101	101								
Grade 3-2024	87	88	88	88	88								
Grade 4-2023	110	110	110	110	110								
Grade 5-2022	105	105	105	104	104								
Total	590	590	593	592	591	0	0	0	0	0	0	0	0
Middle School													
Grade 6-2021	310	310	309	310	311								
Grade 7-2020	307	305	305	305	305								
Grade 8-2019	341	339	339	339	340								
St. Dominics	10.5	11	11	11	11								
Total	968.5	965	964	965	967	0	0	0	0	0	0	0	0
High School													
Grade 9-2018	298	295	294	293	293								
Grade 10-2017	321	319	320	319	319								
Grade 11-2016	317	318	319	316	314								
Grade 12-2015	316	321	319	320	315								
Total	1252	1253	1252	1248	1241	0	0	0	0	0	0	0	0
ALC													
Grade 9-2018	0	0	0	0	0								
Grade 10-2017	3	10	10	10	9								
Grade 11-2016	5	13	12	12	17								
Grade 12-2015	8	18	20	20	23								
Grand Total	3941.5	3944	3946	3940	3947	0	0	0	0	0	0	0	0

10/1/2014

Northfield Public Schools Enrollment Report

LongfellowEarly Childhood

Auge	6
Dorey	16
James	9
Kuklok	1
Patterson	0
Schnorr	9
Sorenson	11
TOTAL	52

**

Greenvale Park

K	Flicek	20	
K	Hagberg	19	
K	Malecha	20	
K	Ziemann	19	C
1	Bakke	25	C
1	Jessen	17	
1	Youngblut	18	
1	Zach	18	
2	Amundson	26	C
2	Dueffert	20	
2	Larson	19	
2	Lindholm	20	
3	Landry	25	C
3	Nelson	20	
3	Ryan	18	
3	Seidl	17	
4	Garcia	22	C
4	Johnson	27	
4	Nelson	27	
5	Dimick	20	
5	Harding	18	C
5	Sickler	19	
5	Tacheny	22	
	TOTAL	476	

SibleyGrade

K	Born	21	
K	Downs	20	
K	Heil	20	
K	Wacholz	20	
1	Craft	23	
1	Sasse	25	C
1	Sieger	24	
1	Swenson	24	
2	Pfefferle	26	
2	Schuerman	27	C
2	Seeberg	26	
2	Witt	26	
3	Guggisberg	26	
3	Jandro	26	
3	Johnson	26	C
3	Spitzack	27	
4	Day	22	
4	Fox	22	
4	Haar	22	
4	McManus	17	C
5	Baragary	25	
5	Foley	26	
5	Ostermann	24	C
5	Sweeney	26	
	TOTAL	571	

Bridgewater

K	Cade	20	
K	Hall	21	
K	Danielson/Kuehl	21	
K	Tran	22	
K	Wisdorf	22	
1	Charlton	19	
1	Ellerbusch	19	
1	Johnson	18	
1	Lanza	26	C
2	Schwaab/Bleckwehl	25	
2	Lane	25	
2	Lofquist	26	
2	Rubin	25	C
3	Larson	25	C
3	Sickler	22	
3	Temple	20	
3	Truman	21	
4	Danielson	29	
4	Holden/Armstrong	28	
4	Schuster	28	C
4	Swenson	25	
5	Anderson	24	C
5	Duchene	26	
5	Kohl	27	C
5	Rauk	27	
	TOTAL	591	

Early Childhood**	52	
Kindergarten-2027	265	
Grade 1-2026	256	
Grade 2-2025	291	
Grade 3-2024	273	
Grade 4-2023	269	
Grade 5-2022	284	
Total K-5	1690	1690
Total Middle School	967	
Total High School	1241	
TOTAL w/o ALC	3898	
ALC 9-12**	49	F/T=44 P/T=3 I/S=2
GRAND TOTAL with ALC	3947	

Middle School

Grade 6 -2021	311
Grade 7 (*inc. 8 - 1/2 day)-2020	309
Grade 8 (*inc. 14 - 1/2 day)-2019	347
TOTAL	967

*22 (11) St. Dominic's students attend ½ day

High School

Grade 9-2018	293
Grade 10-2017	319
Grade 11-2016	314
Grade 12-2015	315
TOTAL	1241

Enrollments represent 100% enrolled except where indicated by **
 Half day St. Dominic's students are represented by *



Long Range Facilities Planning Stakeholder Meetings

The Northfield School District plans to engage staff, parents, and students in regards to the current state of school facilities and to help the District create a Master Facilities Plan covering the next two decades. These meetings will include a brief presentation and time for discussion about our current facility strengths, challenges, and opportunities.

Building	Staff Meeting	Parent Meeting
Bridgewater	October 1st 8:35 AM <i>Media Center</i>	October 14th 5:30 PM <i>Media Center</i>
Greenvale Park	October 9th 3:20 PM <i>Media Center</i>	October 9th 7:00 PM <i>Media Center</i>
Northfield High School	October 1st 3:00 PM <i>Choir Room</i>	October 13th 5:00 PM <i>Choir Room</i>
Longfellow - ALC	October 2nd 2:45 PM <i>214</i>	October 7th 6:00 PM <i>102</i>
Longfellow - Other	October 3rd 12:45 PM <i>102</i>	October 7th 6 PM <i>102</i>
Northfield Middle School	October 8th 3:00 PM <i>7th Grade Science Rooms</i>	October 28th 5:30 PM <i>Media Center</i>
NCRC	October 9th 12:30 PM <i>Room 108</i>	October 15th 10:00 AM <i>Room 108</i>
Sibley	October 2nd 7:30 AM <i>Media Center</i>	October 14th 7:30 PM <i>Media Center</i>
District Youth Council	October 22nd 7:45 AM <i>NHS H119</i>	N/A

Please contact Matt Hillmann or Chris Richardson if you have any questions about the long range facilities planning meetings or process.