

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
November 10, 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 Pritchard, seconded by Maple, minutes of the Regular School Board meeting held on October 27, 2014, were unanimously approved.
- V. Announcements and Recognitions
 - Northfield Public Schools Community Service's Adult Basic Education program, Dakota Prairie ABE, and the Northfield Public Library are recipients of a Northstar Digital Literacy Grant through the St. Paul Public Library and the St. Paul Community Literacy Consortium. This funding allows community partners to determine how best to assess and quantify digital literacy knowledge among lower-skilled adults, as well as for displaced workers who might lack such skills. For the Northfield community, this means better access to digital literacy instruction through the adult basic education program and the library. Partner agencies include the Northfield Community Action Council, the Northfield Senior Center, and Workforce Development, Inc.
 - South Central Service Cooperative (SCSC) and Mankato Community Education/Recreation (CER) partnered on November 1 to offer the Fall Chess Tournament to students from across south central Minnesota. Congratulations to the following Sibley Elementary students that participated – Collin Thomas-Green, Saxon Egge and Peter Hillmann.
 - Greenvale Park raised \$740.03 for Trick or Treat for UNICEF...Way to go Geckos!
 - Board members were invited to Bridgewater's annual Veteran's Day assembly on November 11th and to Grandparents Day on November 25th.
 - The Northfield Public Schools has been ranked in the top 10 Best School Districts in Minnesota by K12.Niche.com, an organization that ranks 8,738 school districts across the country based on dozens of key statistics and 4.6 million opinions from 280,000 students and parents. A high ranking indicates that the district contains great schools with exceptional teachers, sufficient resources, and a diverse set of high-achieving students who rate their experiences very highly.
 - In recognition of the innovation and success of the Tackling Obstacles Raising College Hopes (TORCH) initiative, the Northfield Public Schools was also named a District of Distinction by District Administration magazine. The district was among only 49 districts in the country that were honored in the inaugural round of Districts of Distinction, the magazine's new national recognition program.
 - Board members who attended the High School's fall play, "The Matchmaker," reported that it was superb.
- VI. Items for Discussion and / or Reports
 1. Presentation by Dr. Bryan Hoff – A later start to the school day and its impact on adolescent health.
Dr. Bryan Hoff, Physician at the Allina Clinic and Medical Director of the Northfield Sleep Center, presented information and research on sleep issues for adolescents. Dr. Hoff would like to see school start times for secondary students moved back one hour. While recognizing that the school district and parents may experience challenges to a later start to the school day, Dr. Hoff also presented the adolescent research-based benefits, such as improved academic performance and mental health and reduced tardiness and absenteeism. Following Dr. Hoff's presentation, Board members discussed the importance of this issue and what type of further study might be warranted. School District administration and staff were

tasked with conducting a preliminary internal analysis of the pros and cons of a later start to the school day and what the options might be. This analysis will be brought back to the School Board for its consideration.

2. Site Improvement Plan Presentations – Northfield High School and Community Services.

High School Principal Joel Leer presented the High School's school improvement plan. Principal Leer began by giving a progress report on the school's two annual objectives – to improve school climate and to improve student achievement. The implementation of PBIS (Positive Behavioral Interventions & Supports) and MTSS (Multi-Tiered Systems of Support) are key elements in the school's improvement plan for the current school year. MTSS Coaches Leah Sand and Carrie Duba followed Principal Leer's presentation and described the various elements of MTSS at the High School and preliminary data and examples of how PBIS is being implemented.

The Community Services' site improvement plan was presented by Director Erin Bailey and Breezy Barrett, Ventures Coordinator. They spoke about the progress being made on the implementation of the Collective Impact Initiative in the community and engaging the Ventures childcare sites in a continuous improvement model. These initiatives are directly and positively impacting the District's Worlds Best Workforce goals and the community's Northfield Promise initiative. They closed their presentation by citing some interesting facts for fiscal year 2013-2014:

- 31,431 children, youth and adults participated in a Community Services program (a 400 person increase over last year)
- 83,801 people had access to a school district facility through Community Services (a nearly 5000 person increase over last year)
- Community Services provided scholarships to 256 program participants in 33 program areas. These scholarships totaled \$8,462.

VII. Superintendent's Report

A. Items for Individual Action

1. Resolution Canvassing the Results of the November 4, 2014, School Board Election.

On a motion by Nelson, seconded by Maple, the Board unanimously approved the adoption of the Resolution Canvassing Returns of Votes of the School District's General Election as presented. Voting 'yes' was Fossum, Maple, Pritchard, Nelson, Hardy, Stratmoen and Iverson. No one voted 'no.'

2. Resolutions Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Duties.

On a motion by Pritchard, seconded by Fossum, the Board unanimously adopted the Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties as presented. Voting 'yes' was Fossum, Maple, Pritchard, Nelson, Hardy, Stratmoen and Iverson. No one voted 'no.'

3. American Education Week Proclamation.

On a motion by Nelson, seconded by Stratmoen, the Board unanimously approved the following American Education Week Proclamation.

American Education Week Proclamation

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees--be they custodians or teachers, bus drivers or librarians--work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common enterprise;

NOW THEREFORE, the Northfield Public Schools Board of Education does hereby proclaim November 16 – 22, 2014, as the 93rd annual observance of American Education Week.

The following are the events being planned in recognition of the 93rd annual observance of American Education Week. Both events are co-sponsored by the Northfield Education Association (NEA).

- Retired Educators Luncheon, November 17 at the Northfield Community Resource Center (NCRC).

- Staff Appreciation Breakfast, November 26 at the Northfield Middle School. Highlights will include recognition of those employees who have reached years of service milestones with the district, as well as the NEA's presentation of the "Teacher of the Year," "Education Assistant of the Year" and "Friend of Education" awards.

B. Items for Consent Grouping

On a motion by Fossum, seconded by Nelson, the Board unanimously approved the Consent Grouping.

1. Personnel Items.

a. Appointments*

1. Nicté-Ha Calvario Castillo, Targeted Services Student Site Assistant at Sibley for 1.5 hours/day (M-Th) beginning 11/3/2014 – 04/16/2015; \$8.39/hour.
2. Zach Greenlund, SpecEd EA-PCA (Bus) at Longfellow for 1.4 hours/day (M-Th-F) beginning 11/04/2014 – 06/05/2015; Step 1, \$13.73/hour.
3. Nina Mattson, Targeted Services PLUS Club Leader at Sibley for 1 hour/day (M-Th) beginning 11/04/2014 – 04/16/2015; \$18.68/hour.
4. Diane Minske, Long-Term Substitute Child Nutrition Associate at the Middle School for 3.75 hours/day beginning 11/04/2014 – 01/30/2015; \$15.21/hour.
5. Justine Tramontana, Assistant Girls Basketball Coach at the High School beginning 11/17/2014 – 03/21/2015; Level E, Step 1.
6. Event Workers: Lindsay Byhre and Nancy Sparby
7. Hannah Hartz, CS Recreation – WSI Instructor \$10.00/hour; Lifeguard \$8.50/hour beginning 11/10/2014 – 05/31/2015.
8. Josue Perez, Targeted Services PLUS Student Site Assistant at Sibley for 1.5 hours/day (2 days/week) beginning 11/13/2014 – 04/16/2015; \$8.39/hour.
9. Christa Udelhofen, GenEd EA (Media) at the Middle School for 2 hours/day beginning 11/13/2014 – 06/05/2015; Step 1, \$13.21/hour.

b. Increase/Decrease/Change in Assignment

1. Mary Jo Arndt, Parent Educator at the NCRC, change to up to 8 hours/week beginning 09/02/2014.
2. Lindsey Downs, Kindergarten Teacher at Sibley Elementary, add Targeted Services PLUS Program Teacher at Sibley for approximately 1.25 hours/day (M-Th) beginning 11/03/2014 – 04/16/2015; Year 7 - \$27.73/hour.
3. Cheryl Dueffert, Second Grade Teacher at Greenvale Park Elementary, add Targeted Services PLUS Teacher at GVP for 1.25 hours/day (one day/week) beginning 11/04/2014 – 04/16/2015; Year 1 - \$27.11/hour.
4. Rachael Hudson, Middle School Musical Co-Director beginning 10/30/2014 – 12/12/2014; Level I, Step 2 (3/5 of Stipend).
5. Tyler Hudson, Middle School Musical Co-Director beginning 10/30/2014 – 12/12/2014; Level I, Step 2 (2/5 of Stipend).
6. Anne Larson, Second Grade Teacher at Greenvale Park, add Targeted Services PLUS Program Teacher at Greenvale Park for approximately 1.25 hours/day (one day/week) beginning 11/03/2014 – 04/16/2015; Year 1 - \$27.11/hour.
7. Brittney Neset, GenEd EA at the HS, add PLUS Site Assistant at Sibley (change from BW) for 1.5 hours/day (M-Th) beginning 10/27/2014 – 04/16/2015; Step 1, \$11.67/hour.
8. Heather Olivier, Orchestra Teacher at the HS/MS, add Orchestra Activity (co-curricular) at the Middle School, Level G, Step 7.
9. Gretel Ryan, KidVentures Student Site Assistant at Bridgewater, add PLUS Student Site Assistant at Bridgewater for 1.5 hours/day (M-TH) beginning 10/28/2014 – 04/16/2015; \$8.39/hour.
10. Carina Zick, SpecEd EA-PCA at Sibley for 6.75 hours day, add GenEd EA-Supv. at Sibley for .42 hours/day (6.75 hours/day to 7.17 hours/day) beginning 11/17/2014.
11. Melissa Larson, School Social Worker at Greenvale Park, add Targeted Services PLUS Teacher at GVP for 1.25 hours/day (one day/week) beginning 11/07/2014 – 04/16/2015; Year 1, \$27.11/hour.
12. Tiffany Malecha, Kindergarten Teacher at Greenvale Park, add Targeted Services PLUS Teacher at GVP for 1.25 hours/day (one day/week) beginning 11/07/2014 – 04/16/2015; Year 2, \$27.11/hour.

13. Nina Mattson, Targeted Services PLUS Club Leader at Sibley, change to TS Club Leader for 1 hour/day (Monday & Thursday) \$18.68/hour, and TS PLUS Site Assistant for 1.5 hours/day (Tuesday & Thursday); Step 1, \$11.67/hour, beginning 11/10/2014 – 04/16/2015;
14. Rachael Schlossin, 6th Grade Teacher at the Middle School, add Targeted Services BLAST Teacher at the Middle School for 1.25 hours/day (one day/week) beginning 11/07/2014 – 04/16/2015; Year 1, \$27.11/hour.
15. Gina Swenson, First Grade Teacher at Sibley, add Targeted Services PLUS Program Teacher at Sibley for 1.25 hours/day (two days/week) beginning 11/10/2014 – 04/16/2015; Year 2 - \$27.11/hour.
16. Mary Youngblut, First Grade Teacher at Greenvale Park, add Targeted Services PLUS Teacher at GVP for 1.25 hours/day (one day/week) beginning 11/07/2014 – 04/16/2015; Year 1, \$27.11/hour.

c. Leaves of Absence

1. Barb Brunette, Family/Medical Leave of Absence extended through 11/12/2014.
2. John Mahal, Unpaid Leave of Absence beginning 12/1/2014 for the 2014-2015 school year.
3. Brianna Spittle, Family/Medical Leave of Absence extended to 12/01/2014.
4. Briana Bulfer, Extended Childcare Leave of Absence through 01/16/2015.

d. Resignations / Retirement

1. Darren Corbin, Winter Weight Room Coach at the High School, resignation effective 10/31/2014.
2. Arlette Nelson, Child Nutrition Manager at Bridgewater Elementary, retirement effective 03/23/2015.
3. Tom Sola, Winter Weight Room Coach at the High School, resignation effective 11/03/2014.
4. Bob Sullivan, Winter Weight Room Coach at the High School, resignation effective 11/03/2014.
5. Brittney Neset, Targeted Services PLUS Site Assistant, resignation effective 11/07/2014. (Brittney will continue her employment as GenEd EA at the High School).

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

VIII. Items for Information

1. Enrollment Report – November 1, 2014.
2. Revisions to Policy 441 – “Use of Technology and Telecommunications Systems By Employees” and Policy 805 – “Waste Reduction and Recycling”.

The Board was presented with revisions to these two policies that were precipitated by the School District receiving a federal grant for the community school at Greenvale Park. In compliance with Executive Order 13513, “Federal Leadership on Reducing Text Messaging While Driving,” the addition to Policy 441 will include a section requiring each School District employee to refrain from text messaging or using electronic mail (1) when driving a school district owned, leased or rented vehicle, (2) when driving a personally owned vehicle on official school district business; and (3) using electronic equipment supplied by the school district when driving any vehicle (even during off-duty hours).

The addition to Policy 805 establishes compliance with Section 306 of the Clean Air Act and Section 508 of the Clean Water Act. Basically, the school district is prohibited from doing business with a facility that is listed on the EPA List of Violating Facilities.

The Board will act on the revisions to Policy 441 and Policy 805 at its November 24, 2014, meeting.

IX. Future Meetings

Monday, November 24, 2014, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, December 8, 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 9:45 PM.

Noel Stratmoen
School Board Clerk