

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Minutes  
November 24, 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. Hardy 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 Maple, seconded by Nelson, minutes of the Regular School Board meeting held on November 10, 2014, were unanimously approved.
- V. Announcements and Recognitions
  - On November 18, fifty DECA students attended the Minnesota Timberwolves/Lynx Business Club Day at the Target Center in Minneapolis. They heard from all top-level Wolves/Lynx managers and got a better understanding of the sports marketing industry. On December 5-7, eleven DECA officers and leaders will be attending the DECA Central Regional Leadership Conference in downtown Minneapolis with 2,500 other DECA students from twelve other upper-Midwest states. They will attend sessions lead by various business CEOs, attend leadership sessions, hear speakers, and tour Piper Jaffray.
  - Congratulations to Matt Hillmann on earning his doctorate in education from Minnesota State University, Mankato. He will officially graduate on December 13.
  - Pritchard thanked Bridgewater staff for the Veterans Day Assembly on November 11th. She was especially impressed with how seriously the students view this event.
- VI. Items for Discussion and / or Reports
  1. Site Improvement Plan Presentations – Bridgewater Elementary School and Northfield Middle School.  
Bridgewater Principal Nancy Antoine introduced Bridgewater's site improvement plan followed by Hope Langston and Judi Vitito documenting the progress that has been made on Bridgewater's 2013-2014 site improvement objectives. Several areas of success were identified including all subgroups meeting AYP, 4<sup>th</sup> grade reading and 5<sup>th</sup> grade math gains, and continuing math gains for EL students. Fourth grade teachers Adam Danielson and Dana Holden, and Fifth grade teachers Brent Rauk, Sarah Duchene and Gail Kohl engaged the Board in a hands-on demonstration of using technology to assess student learning and support common formative assessments. To conclude the presentation, Hope and Judi spoke about Bridgewater's objectives and goals for 2014-2015 focused on growth in reading and math proficiency at all levels, and Principal Antoine reviewed Bridgewater's climate goals that look for continued school climate improvement for students, staff and parents.  
  
Middle School Interim Principal Greg Gelineau presented the Middle School's site improvement plan. The presentation began with Principal Gelineau speaking about the Middle's Schools three goals from the 2013-2014 school year and the progress that has been made. For 2014-2015 the Middle School has developed five objectives: (1) To provide time for teachers to analyze summative and formative data, which will be used to differentiate curriculum; (2) Multi-Tier System of Support (MTSS) Coaches will look at MAP and MCA data to identify a group of students who they will support and create classroom interventions that will increase the student's academic success; (3) Study a specific group of students who struggle in Science and work to improve their organization skills, study habits and build self-confidence through a specialized Science Program (GeoScience Plus); (4) To provide the flexibility necessary for all secondary PLCs to set meaningful goals that reflect their area of teaching expertise; (5) Continue to work on

implementing a Positive Behavior Intervention and Support (PBIS) program with full implementation at the start of the 2015-16 school year.

2. FY 2014 Audit.

Craig Popenhagen, Partner with CliftonLarsonAllen, LLP, presented the results of the 2013-14 fiscal year audit. Comments focused on the executive summary.

3. Guiding Principles for Reviewing Later Start Options for Northfield Schools.

Superintendent Richardson shared preliminary information about start and end times for the Big 9 Conference and other school districts, as well as Conference superintendent's thoughts about modifying the school day. Dr. Richardson also shared preliminary information about the impact of later start and end times on students and teachers needing to leave classes in order to attend various conference events and contests. The Superintendent and Board dialogued about potential guiding principles that Board members might use in determining how they would consider the possibilities of a modified school day. With single tier busing, the challenges of instituting a later start time in the District for secondary students are significant especially if the length of the school day and the number of secondary classes remains constant. Based on the discussion, the Board is opposed to reducing the number and/or length of class periods, shortening the school day or moving to a multi-tier busing system with major additional transportation costs. The Board is also deeply concerned about elementary students getting home late in the afternoon, possibly even after dark during the winter months. After the discussion, the Board asked administration not to pursue a later start to the school day at this time, but to keep the concept in the mix should the District's curriculum and instructional strategies change in the future.

VII. Superintendent's Report

A. Items for Individual Action

1. FY 2014 Audit.

On a motion by Stratmoen, seconded by Nelson, the Board unanimously accepted the 2013-2014 audit report as presented.

2. Revisions to School Board Policy 441 – Use of Technology and Telecommunications Systems by Employees and Policy 805 – Waste Reduction, Recycling, Environmental Protection and Compliance.

At the November 10, 2014, meeting, 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. On a motion by Pritchard, seconded by Fossum, the Board unanimously approved revisions to School Board Policy 441 – Use of Technology and Telecommunications Systems by Employees, and School Board Policy 805 – Waste Reduction, Recycling, Environmental Protection and Compliance, as presented.

B. Items for Consent Grouping

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

1. Overnight Trip Request.

The Board approved an additional overnight field trip (German language immersion weekend at Concordia Language Village in Bemidji February 6-8, 2015), which will be added to the list of Overnight Trips for 2014-15 that was approved by the Board on May 27, 2014.

2. Personnel Items.

a. Appointments\*

1. Shelby Callahan, Weight Room Assistant (Winter) at the High School beginning 11/17/2014 – 03/20/2015; Level K, Step 1.
2. Savannah Dimick, CS Recreation Birthday Party Instructor and Program Substitute beginning 11/08/2014 – 05/31/2015; \$8.00/hour.
3. Juan Lopez Ramirez, Targeted Services PLUS Student Site Assistant at Bridgewater for 1.5 hours/day (M & W) beginning 11/19/2014 – 04/16/2015; \$8.39/hour.
4. Ali Ryan, Early Ventures Site Assistant at Longfellow for 32 hours/week beginning 11/26/2014; Step 3, \$12.28/hour.

5. Monika Burkhead, Student Council Co-Advisor at the Middle School beginning 11/19/2014 – 05/30/2015; Level I, Step 1 (50% Stipend).
6. Heather Kuehl, Student Council Co-Advisor at the Middle School beginning 11/19/2014 – 05/30/2015; Level I, Step 1 (50% Stipend).
7. Anaiah Legare, Community Services Recreation Lifeguard beginning 01/01/2015 – 05/31/2015; \$8.50/hour.
8. Marilyn Neuville, Assistant Speech Coach at the Middle School beginning 11/19/2014 – 05/30/2015; Level L, Step 3.
9. Chris O'Neill, Knowledge Masters Coach at the Middle School beginning 11/19/2014 – 05/30/2015; Level K, Step 1.
10. Stephany Stromme, Director of Child Nutrition in the District beginning 12/02/2014; \$62,676/year prorated to number of work days in 2014-15, Step 1.

b. Increase/Decrease/Change in Assignment

1. Lindsey Downs, Kindergarten Teacher at Sibley Elementary, change Targeted Services PLUS Program Teacher at Sibley for approximately 1.25 hours/day, from 4 days/week to 2 days/week (M-Th) beginning 11/17/2014 – 04/16/2015; Year 7 - \$27.73/hour.
2. Gretel Ryan, PLUS Student Site Assistant at Bridgewater for 1.5 hours/day from 4 days/week, change to 2 days/week (M-Th) beginning 11/13/2014 – 04/16/2015; \$8.39/hour.
3. Gina Swenson, Targeted Services PLUS Program Teacher at Sibley for 1.25 hours/day from 2 days/week, change to 4 days/week (M-Th) beginning 11/17/2014 – 04/16/2015; Year 2 - \$27.11/hour.
4. Danielle Crase, SpecEd EA-PCA at Sibley, change to SpecEd EA-PCA at the Middle School beginning 11/17/2014.
5. Cindy Keogh, KidVentures Site Assistant at Bridgewater for 19.75 hours/week, increase to 21 hours/week beginning 12/01/2014.

c. Leaves of Absence

1. Barb Brunette, Family/Medical Leave of Absence extended through 01/02/2015.
2. Teresa Findlay, Unpaid Leave of Absence beginning 11/13/2014 – 03/05/2015.
3. Jessica Rushton, Family/Medical Leave of Absence beginning 11/25/2014 – 12/8/2014.
4. Renae Schuster, Family/Medical Leave of Absence beginning 11/17/2014 – 11/26/2014. (Return to work 12/1/2014.)

d. Resignations

1. Julia Daly, Early Childhood Educator, resignation effective 12/12/2014.
2. Sydney Delp, Assistant Speech Coach at the High School, resignation effective 11/11/2014.
3. Stephanie Mahal, Assistant Boys/Girls Track Coach, resignation effective 11/11/2014.
4. Mark Thornton, Assistant Boys/Girls Track Coach, resignation effective 11/14/2014.

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

e. The Board approved the increase in Non-Licensed Substitute Pay Rates as follows:

Substitute Educational Assistants	\$13.06/hour	(currently \$12.59/hour)
Substitute Child Nutrition Associates	\$10.95/hour	(currently \$10.56/hour)
Substitute Clerical	\$13.06/hour	(currently \$12.59/hour)
Substitute Custodial	\$13.06/hour	(currently \$12.59/hour)
Substitute Nurse	\$26.80/hour**	(currently \$16.50/hour)

\*\*This change is part of a market adjustment done during the updating of the School Nurse contract covering the 2014-16 school years.

VIII. Items for Information

1. Enrollment Options Report.

The 2014-2015 Enrollment Options Report showed that Northfield Public Schools has 282 students attending our schools from other school districts this school year compared to 281 last year. 759 Northfield

students are attending school elsewhere, including other public schools (187), charter schools (288), home schools (121) and non-public schools (163). Last year 757 students attended school elsewhere.

2. Property/Casualty/Liability Insurance Preview.

Director of Administrative Services Matt Hillmann shared an overview of the District's property/casualty/liability insurance renewal process. The renewal date for this portion of the District's insurance is January 1st. Quotations from vendors are due November 26th and will be brought to the Board on December 8th for consideration.

3. Fall Parent-Teacher Conferences.

	<u>2014</u>	<u>2013</u>
Greenvale Park	94%	96%
Sibley	98%	99%
Bridgewater	98%	95%
Middle School	73%	82%
High School	40%	46%
Area Learning Center	32%	61%

IX. Future Meetings

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

Monday, January 12, 2015, 7:00 PM, Organizational School Board Meeting followed by Regular School Board Meeting, Northfield High School Media Center

X. On a motion by Stratmoen, seconded by Nelson, the Board adjourned at 9:55 PM.

Noel Stratmoen  
School Board Clerk