

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
May 26, 2015
Northfield High School Media Center

- I. Call to Order.
Board Chair Julie Pritchard called the Regular meeting of the Northfield Board of Education to order at 7:00 PM. Colangelo was absent.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
Parent Cindy Carey and NHS senior Becky Mussehl spoke to the Board about their desire for a high school senior who died unexpectedly this spring to be recognized at graduation on May 31.
- IV. Approval of Minutes
On a motion by Iverson, seconded by Quinnell, minutes of the Regular School Board meeting held on May 11, 2015 were unanimously approved.
- V. Announcements and Recognitions
 - The Maroon and Gold Athletic Awards Reception took place on Tuesday, May 19. It was a great night of celebration, especially honoring senior athletes, but also those who participated in state tournaments. Also honored was Rosie Fink, a long-time teacher and coach with the Northfield Schools. Rosie was presented with the Distinguished Service Award and gave an eloquent speech talking about the history of girls' sports; when and how they got started and where they have gotten to today!
 - The majority of 7th and 8th grade students and approximately 200 NHS students attended the first Business and Technical Trades Career Exploration Day on May 19. The event was hosted by the Career and Technology Booster Club. Students heard a presentation on business and technical trade career opportunities and then could visit booths and displays provided by roughly 30 area businesses and organizations. Thank you to John Stenz, who is the Chair of the Career and Technology Booster Club and CEO of FORCE America, for bringing together these businesses and organizations for this program. Also, thank you to staff members Mark Woitalla, Steve Taggart, Julie Wolner and Ray Coudret for their support and for organizing and providing this excellent program for our students. Thank you to Benjamin Bus for transporting the High School students to the Middle School and for providing a hot dog lunch for the high school students and the exhibitors.
 - Local law enforcement from the Northfield Police Department along with Rice County Deputy Derek Estrem and DARE Minnesota came together to provide both Sibley and Bridgewater 5th graders with the DARE program this year after school resource officer Angela Borchardt went out on medical leave due to a work related injury. Each respective school held their DARE graduation last Thursday. Thank you to all involved for making this program happen, including SuperValu and Cub for their contributions to the DARE graduation.
 - Stratmoen recognized the outstanding musical events over the past few weeks.
 - Maple highlighted two recent events: the 5th Annual Latino Play Festival and the annual NHS service learning class open house. Both were fabulous.
 - Northfield Public Schools was very well represented at the City of Northfield's Memorial Day activities. Bridgewater Principal Nancy Antoine gave the Memorial Day address, NHS senior Erin Hahn and eighth grader Reed Roney read their essays and Mary Williams and the NHS band performed. Jarrett Croy and Sebastian Lawler played Taps at the conclusion of the program.
- VI. Items for Discussion and / or Reports
 1. District Educational Program Advisory Committee (DEPAC) Goals for 2015-2016.
Kyle Wilkomm, one of the co-chairs of the District Educational Program Advisory Council (DEPAC), shared with the Board the recommended goals that were developed by this committee of citizens and staff members over the last several months. The DEPAC supports the Continuous Improvement Process by providing the Board of Education with recommended goals in assessment of student achievement,

teaching and learning, and student services, which are then addressed where appropriate in building and program improvement plans. At DEPAC's last meeting of the school year, they reached consensus on the following goals that were then shared with the Board.

Assessment Goal:

- The District will partner with community agencies that serve students by providing meaningful data support emphasizing key transitions young people make on the 'cradle to career' continuum.
- Every Professional Learning Community will have a comprehensive formative assessment framework.

Teaching and Learning Goals:

- The District will develop continuous, accurate, and separate measurements of each student's progress toward academic mastery, work habits, and behavior standards.
- Staff will foster meaningful classroom relationships by increasing awareness of diversity and developing instruction that addresses multiple learning styles and promotes engagement. Leadership will create structures that support this effort.

Student Support Services Goals:

- The District will continue the implementation of Multi Tiered Systems of Support (MTSS) for academic and behavioral interventions.
- The District will implement integrated systems of practice and services that provide comprehensive supports for social emotional learning and children's mental health.
- The District will foster school connectedness amongst students, families and staff promoting mutual respect and responsibility in order to enhance engagement.

2. 2015-2016 General Fund Budget.

The General Fund budget was presented by Val Mertesdorf, Director of Finance. She spoke about the assumptions and parameters for revenues and expenditures used for development of this budget. No action is required on the budget until June 8, 2015.

3. Activity Fees for 2015-2016.

Activities Director Tom Graupmann presented a proposal for an increase in activity fees to cover expenses incurred in implementing online registration and to cover the costs associated with our athletic training contract with the Center for Sports Medicine and Rehabilitation. The proposal increases the activity fee for middle school athletics by \$5, middle school fine arts and academic activities by \$5, high school fine arts and academic activities by \$5 (to cover online registration expenses) and the activity fee for high school athletics by \$10 (to cover online registration expenses and to cover the costs associated with our contracted athletic training services). The Activities Advisory Council has approved this proposal. Activity fees have not been increased since the 2011-2012 school year. The School Board will act on the proposed increase in activity fees at its June 8 meeting.

4. Proposed Southeast Minnesota Special Education Cooperative.

Superintendent Richardson presented detailed information about the proposed creation of a five-district special education cooperative to serve the needs of our most complex special education students in the most effective and efficient manner, and to provide the ability to meet the growing needs for these programs across southeast Minnesota. Superintendents from all five districts are presenting this proposal to their School Boards this month and will be asking their Boards in June to approve a resolution to form the Southeast Minnesota Special Education Cooperative and seek authorization from the Commissioner of Education to become a special education cooperative district.

VII. Superintendent's Report

A. Items for Individual Action

1. 2015-2016 Budgets for Capital and Health and Safety.

On a motion by Maple, seconded by Iverson, the Board unanimously approved the following 2015-2016 Revenue and Expenditure budgets for Capital and Health and Safety.

	<u>Revenues</u>	<u>Expenditures</u>
Operating Capital	\$1,824,627	\$1,856,294
Health & Safety	<u>261,826</u>	<u>274,302</u>
Total	\$2,086,453	\$2,130,596

B. Items for Consent Grouping

On a motion by Maple, seconded by Iverson, the Board unanimously approved the following items listed under the Consent Grouping.

1. Co-Curricular Overnight Trips for the 2015-2016 School Year.

The Board approved the list of co-curricular overnight trips for the 2015-16 school year dated May 26, 2015.

2. Gift Agreement.

The Board approved a gift agreement with the Northfield Touchdown Club. The Touchdown Club has donated to the Football Activities account \$3700 to be used to purchase: Shadowman – 2 Unit and a Shadowman Junior.

3. Financial Reports – January, February and March 2015.

The Board approved the following:

- Paid bills totaling \$1,605,548.32, payroll checks totaling \$2,485,939.19, bond payments totaling \$4,723,271.88 and the financial reports for January 2015.
- Paid bills totaling \$1,458,963.27, payroll checks totaling \$2,603,725.35, and the financial reports for February 2015. No bond payments were made in February 2015.
- Paid bills totaling \$1,179,192.94, payroll checks totaling \$2,566,540.35, and the financial reports for March 2015. No bond payments were made in March 2015.

4. Personnel Items.

a. Appointments*

1. Savannah Dimick, Community Services Summer Recreation Intern for 8 hours/day (8:00 am – 4:30 pm) beginning 05/26/2015 – 08/31/2015; \$13.08/hour.
2. Len R. Kallsen III, Strength Training Coach (Winter) at the HS beginning 11/16/2015 – 03/11/2016; Level I, Step 1.
3. Ellen Trotman, Bridges to K Teacher at Greenvale Park for 3.5 hours/day (M-Th) beginning 08/03/2015 – 08/28/2015; Year 1, \$27.11/hour.
4. Tyler Balow, .8 FTE Social Studies Teacher at the High School for 6.4 hours/day beginning 08/26/2015; BA, Step 5 (subject to change pending receipt of additional transcripts). **
5. Kevin Dahle, 1.0 FTE Social Studies Teacher on Legislative Leave of Absence, add Long-Term Substitute Language Arts Teacher at the High School for 8 hours/day beginning 05/22/2015 – 06/05/2015; MA, Step 14.
6. Alexandra Hansen, SummerVentures Site Assistant for up to 40 hours/week (M-F) beginning 06/08/2015 – 09/04/2015; Step 1, \$11.67/hour.
7. Kelsey Huber, Summer Ventures Site Assistant at Sibley for up to 40 hours/week (M-F) beginning 06/08/2015 – 09/04/2015; Step 1, \$11.67/hour.
8. Marnecia Johnson, Summer Ventures Site Assistant at Sibley for up to 40 hours/week (M-F) beginning 06/08/2015 – 09/04/2015; Step 1, \$11.67/hour.
9. Jamie Moyer, 1.0 FTE DCD-MM Special Education Teacher at Greenvale Park beginning 08/26/2015; MA, Step 3.**
10. Carley Wernimont, 1.0 FTE Special Education Teacher at Greenvale Park beginning 08/26/2015; BA, Step 2. **

b. Increase/Decrease/Change in Assignment

1. Katherine Klein, .40 FTE Temporary Science Teacher at the Middle School for the 2014-15 school year, change to 1.0 FTE Long-Term Substitute Grade 6 Science Teacher at the Middle School beginning 08/31/2015 – 06/08/2016. **
2. Rustianna Mechura, Child Nutrition Associate at the MS, add PLUS Club Leader at Bridgewater for 1.5 hours/day for up to 4 days/week (M-Th) beginning 05/14/2015 – 05/28/2015; \$18.68/hour.
3. Rachael Schlossin, 1.0 FTE LTS Grade 6 Teacher at the Middle School for 2014-15, change to 1.0 FTE Grade 6 Teacher at the Middle School beginning 08/31/2015. **

4. Dylan Warner, KidVentures/EarlyVentures Site Assistant at BW/LF for 30.5 hours/week, change to KidVentures Site Leader at Sibley (Summer) for 40 hours/week beginning 06/08/2015 – 09/04/2015; Step 1, \$14.55/hour.
 5. Nives Bakic, Special Education Educational Assistant-PCA for 6.5 hours/day at the Middle School, change to SpecEd EA-PCA for 6.75 hours/day beginning 09/02/2015, change end date from 6/5/2015 to continuing with no end date.
 6. Robert Benson, GenEd Educational Assistant at Sibley, add SummerVentures Site Assistant for up to 40 hours/week at Sibley beginning 06/08/2015 – 09/04/2015; Step 1, \$11.67/hour.
 7. Russel Boyington, KidVentures Site Assistant for 19.75 hours/week at Sibley, change to SummerVentures Site Assistant for 40 hours/week at Sibley beginning 06/08/2015 – 09/04/2015.
 8. Aimee Gerdesmeier, KidVentures Site Leader for 29.5 hours/week at Sibley, change to SummerVentures Site Leader for 40 hours/week at Sibley beginning 06/08/2015 – 09/04/2015.
 9. Mary Graue, KidVentures Site Assistant at Bridgewater for 19.75 hours/week, change to SummerVentures Site Assistant for 30 hours/week at Sibley beginning 06/08/2015 – 09/04/2015.
 10. Cindy Keogh, KidVentures Site Assistant for 21 hours/week at Bridgewater, change to SummerVentures Site Assistant for 40 hours/week at Sibley beginning 06/08/2015 – 09/04/2015.
 11. Angela Kruse, 1.0 FTE Long-Term Substitute Speech/Language Pathologist at BW/GVP for 2014-15, change to 1.0 FTE Speech/Language Pathologist at BW/GVP beginning 08/26/2015. **
 12. Hermes Lanza, Special Education Educational Assistant-PCA at Headstart, change to Special Education Educational Assistant-PCA (SpecEd EA-PCA) at Bridgewater for 6.75 hours/day beginning 05/15/2015 – 06/05/2015; Step 1, \$13.73/hour.
 13. Quinn Line, KidVentures Student Site Assistant for 2 hours/week at GVP, change to SummerVentures Student Site Assistant for 35 hours/week at Sibley beginning 06/08/2015 – 09/04/2015.
 14. Carolyn Manderfeld, SpecEd EA-SignFluent/GenEd EA-Supv. for 6.92 hours/day at Sibley, change end date from 6/5/2015 to continuing with no end date.
 15. Peggy Mills, KidVentures Site Assistant for 22.25 hours/week at Sibley, change to SummerVentures Site Assistant for 28 hours/week at Sibley beginning 06/08/2015 – 09/04/2015.
 16. Courtney Olson, KidVentures Site Assistant for 15 hours/week at Sibley, change to SummerVentures Site Assistant for 32 hours/week at Sibley beginning 06/08/2015 – 09/04/2015.
 17. Kelli Otting, 1.0 FTE Long-Term Substitute Special Education Teacher at Sibley for 2014-15; change to Long-Term Substitute Special Education Teacher at Sibley beginning 08/31/2015 – 06/08/2016. **
 18. Elizabeth Pfeiffer, 1.0 FTE Long-Term Substitute Special Education Teacher at the High School through 6/5/2015; change to 1.0 FTE Special Education Teacher at the ALC/HS (.5 FTE ALC; .5 FTE HS) beginning 08/26/2015. Add SpecEd EA-PCA for Prom beginning 05/02/2015-05/02/2015 (Step 1, \$13.73/hour) **
 19. Nicki Pulju, KidVentures Site Assistant for 19.75 hours/week at Greenvale Park, change to SummerVentures Site Assistant for 40 hours/week at Sibley beginning 06/08/2015 – 09/04/2015.
 20. Tonya Skluzacek (Merritt), KidVentures Site Leader/EarlyVentures Site Assistant for 8 hours/day at BW/LF, change to SummerVentures Site Leader for 40 hours/week at Sibley beginning 06/08/2015 – 09/04/2015;
 21. Brooke Taylor, KidVentures Student Site Assistant for 15 hours/week at GVP, change to SummerVentures Student Site Assistant for 30 hours/week at Sibley beginning 06/08/2015 – 09/04/2015.
- c. Leaves of Absence
1. Shari Malecha, Family/Medical Leave of Absence beginning 05/26/2015 – 06/05/2015.

2. Lisa Weis, 1.0 FTE Special Education Teacher, taking .2 FTE Unpaid Leave of Absence for 2015-16 school year.

d. Retirement / Resignations

1. Starr Kahl, Educational Assistant at the High School, retirement effective 06/05/2015.
2. Martha Boughton, Educational Assistant at the Middle School, resignation effective 06/05/2015.
3. Michelle Gaertner, Middle School Assistant 6th Grade Volleyball Coach, resignation effective 4/21/2015.
4. Joe Jorgenson, 8th Grade Football Coach, resignation effective 4/20/2015.
5. Jeff Pesta, Middle School Principal, resignation effective 07/01/2015.
6. Michelle Steele, Middle School Boys Tennis Coach, resignation effective 03/10/2015.

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

**Salary is subject to revision upon settlement of the 2015-17 NEA Master Agreement.

e. Community Services Payroll Scales

Driver Education Department: (Rates will be effective 6/1/2015)

Behind The Wheel Instructors	\$23.75/hour
Classroom Instructors	\$27.75/hour
Driver Education Administration	\$27.75/ hour
(approx. 20 hours per year)	

Recreation Department: (Rates will be effective 6/1/2015 through 7/31/2015)

Recreation Starting Wage	\$8.00
Recreation Starting Wage (Lifeguard)	\$8.50
Recreation Starting Wage (WSI)	\$10.00
Recreation Starting Wage (Supervisor)	\$10.00
Experience Step per Year*	\$0.25/hr

*All positions will receive an additional \$0.25/hr for each year of service they have provided to the District.

f. Agreement to Extend Probationary Period.

VIII. Items for Information

1. Proposed School Board Policy 427 – Workload Limits for Certain Special Education Teachers.
School districts must have a policy on this topic due to a change to Minnesota Rule 3525.2340, Subp. 4.B., which now contains the following requirement: "...the school district must establish a board-approved policy for determining workload limits for special education staff ..." The policy being proposed is a model policy provided by the Minnesota School Boards Association. The Board will be asked to take action on Policy 427 at its June 8, 2015, regular meeting.
2. July 2015 – June 2016 School Board Meeting Schedule.
3. Upcoming Dates:
Friday, May 29 – 1:00 PM – Area Learning Center Graduation, Longfellow Gymnasium
Sunday, May 31 – 2:00 PM – High School Graduation, Memorial Field
4. There will be a Closed Negotiations Strategy Session immediately following the June 8, 2015, Regular School Board meeting.

IX. Future Meetings

Monday, June 8, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, July 13, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

- X. On a motion by Stratmoen, seconded by Maple, the Board adjourned at 9:06 PM.

Noel Stratmoen
School Board Clerk