

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
July 13, 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. Hardy, Iverson and Maple were absent.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
There was no public comment.
- IV. Approval of Minutes
On a motion by Quinnell, seconded by Stratmoen, minutes of the Regular School Board meeting held on June 8, 2015 were unanimously approved.
- V. Announcements and Recognitions
 - Our application for ADSIS funds for fiscal years 2016 and 2017 has been approved by the Commissioner of Education. Alternative Delivery of Specialized Instructional Services state aid is for the purpose of providing instruction and services to K-12 pupils that need additional academic and behavioral supports to succeed in the general education environment. The district will receive approximately \$222,000.
 - The National League of Cities did a profile on PRIMETIME and the summer programming for their latest national Afterschool Network newsletter. This is exciting recognition for Northfield and the many PRIMETIME partners.
 - Pritchard attended WINGS grant award ceremony. The school district received \$40,000 in grants from WINGS. We are so grateful for their generous support.
 - Congratulations to the high school baseball team who finished 4th at the MSHSL State Baseball Tournament, as well as Laine Fischer, who went to state in golf, and Maya Jirik and Alexis Kiefer, participants in state track and field. Alexis was the runner-up in the pole vault.
 - Northfield High School 2015 graduate, Kate Arneson was selected as the National Interscholastic Athletic Administrator Association's Section 5 Scholar-Athlete of the Year! Section 5 is comprised of the states of Minnesota, North and South Dakota, Nebraska, Missouri, and Kansas. Kate is the lone female representative from this six-state section in the United States and is one of eight finalists for the National Scholar-Athlete of the Year!
- VI. Items for Discussion and / or Reports
 1. GASB 68 Presentation.
Director of Finance Val Mertesdorf presented an overview of the new accounting standard.
 2. Career Exploration Video.
Senior Mike Gersemehl, one of Julie Wolner's DECA students, created a 3-minute video about the career exploration day held last spring. The video was viewed by the Board.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Resolution Regarding Christopher Columbus Day.
On a motion by Colangelo, seconded by Stratmoen, the Board unanimously approved the following Resolution Regarding Columbus Day.
WHEREAS, Minnesota Statutes, Section 645.44, Subdivision 5, and Minnesota Statutes, 120A.42 gives the district an option of determining whether Christopher Columbus Day shall be a holiday, then
BE IT RESOLVED, that Christopher Columbus Day on October 12, 2015, shall not be a holiday.

Voting “yes” was Colangelo, Quinnell, Stratmoen and Pritchard. No one voted “no.” Hardy, Iverson and Maple were absent.

2. Resolutions Separating Employment with Employees Due to Abandonment

On a motion by Colangelo, seconded by Quinnell, the Board unanimously adopted the Resolution Separating Employment with Regina McDonald Due to Abandonment. Voting “yes” was Colangelo, Quinnell, Stratmoen and Pritchard. No one voted “no.” Hardy, Iverson and Maple were absent.

On a motion by Quinnell, seconded by Stratmoen, the Board unanimously adopted the Resolution Separating Employment with Katie Parks Due to Abandonment. Voting “yes” was Colangelo, Quinnell, Stratmoen and Pritchard. No one voted “no.” Hardy, Iverson and Maple were absent.

B. Items for Consent Grouping

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

1. Fiscal Year Organization Actions.

The School Board approved the following financial organizational issues:

- a) Authorized the Director of Administrative Services and the Director of Finance to invest surplus district funds in accordance with applicable laws and with the district’s Investment Policy, Policy 705, for fiscal year 2015-2016.
- b) Approved designating Wells Fargo Bank, N.A., PMA/Associated Bank, Frandsen Bank & Trust Dundas, U.S. Bank Minnesota and the Minnesota School District Liquid Asset Fund as official bank depositories provided they maintain adequate pledged collateral as required by law per district procedures to Policy 705 - Investments, for fiscal year 2015-2016.
- c) Approved authorizing the Director of Administrative Services and the Director of Finance to make appropriate wire transfers to and from district depository accounts for fiscal year 2015-2016.

2. Memberships for 2015-2016.

Memberships in the groups listed below were renewed for the 2015-2016 school year.

- a. Minnesota State High School League.
- b. Minnesota Association of School Administrators.
- c. Schools for Equity in Education.
- d. Southeast Service Cooperative.
- e. Region V Computer Services Cooperative.
- f. Rice County Family Services Collaborative.
- g. Minnesota School Boards Association.
- h. Healthy Community Initiative.

3. Gift Agreement.

The Northfield Booster Club has donated \$13,100 to be used to purchase the following:

Bowling (extra lines):	\$300.00
Nordic Ski (combi boots):	\$300.00
Dance Team (sound system):	\$400.00
Cheerleading (mats):	\$500.00
Weight Room (tred sled):	\$900.00
Clay Target:	\$300.00 (banner, safety glasses, ear plugs)
Balls-Pucks-Shots:	\$7,500.00
HUDL – All Sports:	\$1,800.00
Impact software:	\$850.00 (concussion testing)
Athletic Training Room:	\$250.00 (electronic medical recording system)

Also, note an additional \$11,587.69 was provided by the Northfield Booster Club to cover athletic fee waivers for the 2014-2015 school year. Total: \$24,687.69.

Financial Reports – May 2015.

The Board approved paid bills totaling \$1,312,046.04, payroll checks totaling \$2,624,843.42 and the financial reports for May 2015. No bond payments were made in May.

5. Middle School Overnight Student Field Trip Request for 2015-2016.

The Board approved the annual SCOPE trip to Missouri to visit sites connected with the James Younger Gang. This trip will take place either June 10 and 11, 2016 or June 11 and 12, 2016, depending if the school year is extended due to snow make-up days.

6. Athletic Training Contract.

The Board approved the Athletic Training Contract with the Center for Sports Medicine and Rehabilitation (CSMR) for school years 2015-16 and 2016-17. The changes to this contract from the previous contract are as follows:

- 1) Roughly a 2% increase in the hourly rate (\$28.50 to \$29.00).
- 2) Expansion of hours from 631.5 hours annually to 886 hours.
- 3) Expansion from 1 trainer to include a second trainer for 30 minutes a day - 4 days per week and until 5 pm on Wednesdays.
- 4) Total Annual Cost = \$25,701, which is approximately \$8,300 more than the previous year.

7. Personnel Items.

a. Appointments*

1. Rachelle Balfé, .4 FTE FACS Teacher at the High School for 3.2 hours/day beginning 08/26/2015; BA, Step 0.**
2. Elizabeth Boland, CS Summer Recreation Lifeguard \$8.50/hour; Swim Aide \$8.00/hour beginning 05/12/2015 – 08/31/2015.
3. Lukas Brott, .8 FTE Science Teacher at the High School for 6.4 hours/day beginning 08/26/2015 – 06/08/2016; MA, Step 8. **
4. Alisha K. Clarey, 1.0 FTE Fourth Grade Teacher at Greenvale Park beginning 08/26/2015; MA, Step 6.**
5. Leah Grisim, Temporary SummerVentures Site Assistant at Sibley for up to 40 hours/week beginning 07/06/2015 – 09/04/2015; \$11.67/hour.
6. Inger Hanson, .6 FTE English Language (EL) Teacher at the Middle School beginning 08/26/2015 – 06/08/2015; MA45, Step 10. **
7. Gordon Hayes, Camp FRIENDS Staff at NCRC for 3.5 hours/day for 12 days beginning 07/22/2015 – 08/20/2015; \$12.75/hour.
8. Sheila M. Hetzel, 1.0 FTE Fourth Grade Teacher at Greenvale Park beginning 08/26/2015; MA15, Step 6.**
9. Elisabeth W. Hurlburt, Assistant Girls Tennis Coach at the High School beginning 08/17/2015 – 10/30/2015; Level H, Step 1.
10. Joni Karl, .4 FTE Math Teacher at the High School beginning 08/31/2015; MA, Step 2.
11. Marcy Korynta, .6 FTE School Psychologist at the High School beginning 08/26/2015; MA45, Step 10.**
12. Cheyenne S. Lax, Early Childhood Teacher & Parent Educator at the NCRC/Longfellow for up to 35 hours/week beginning 08/27/2015; Year 1, \$24.36/hour. **
13. Meredith Maniglia, CS Summer Recreation Swim Aide beginning 06/15/2015 – 08/31/2015; \$8.00/hour.
14. Peter Maus, .6 FTE Math Teacher at the Middle School beginning 08/31/2015; MA, Step 14.
15. Hannah McCallum, CS Summer Recreation Lifeguard \$8.50/hour; Swim Aide \$8.00/hour beginning 06/22/2015 – 08/31/2015.
16. Ethan Nelson, CS Recreation Soccer Supervisor beginning 07/08/2015 – 08/31/2015; \$10.00/hour.
17. Katie O'Brien, ESY Teacher at Longfellow beginning 07/01/2015 – 07/30/2015; BA, Step 6.
18. Bridget L. Timerson, 1.0 FTE Third Grade Teacher at Greenvale Park beginning 08/26/2015; BA, Step 0.**

19. Sara Van Hoy, 1.0 FTE Third Grade Companeros Teacher at Sibley beginning 08/26/2015 – 06/08/2016; BA30, Step 2.**
20. Abe Zamora, Camp FRIENDS Coordinator at Community Services beginning 07/06/2015 – 08/20/2015; \$14.58/hour.
21. Correction: Sara Van Hoy, Third Grade Compañeros Teacher at Sibley, change to LTS 2nd Grade Compañeros Teacher at Sibley beginning 08/26/2015 – 06/08/2016; BA30, Step 2.**

b. Increase/Decrease/Change in Assignment

1. Dustee Armstrong, .5 FTE LTS 4th Grade Teacher/.5 Media Specialist at Bridgewater, change to 1.0 FTE Media Specialist at BW for 8 hours/day beginning 08/31/2015.
2. Katie Auge, Special Education Teacher at Longfellow, add ESY Teacher at Sibley for 3.5 hours/day (M-Th) beginning 07/01/2015 – 07/30/2015.
3. Tyler Balow, .8 FTE Social Studies Teacher at the High School, add .2 FTE for Semester 1 (1.0-Semester 1 only 8/31/15-1/29/2016); .8 FTE for Semester 2 beginning 02/01/2016 – 06/08/2016; BA15, Step 5. **
4. Lukas Brott, .8 FTE Science Teacher, change to 1.0 FTE Science Teacher at the High School beginning 08/26/2015 – 06/08/2016; MA, Step 8. **
5. Erin Carson, .4 FTE Social Studies at the High School for Semester 1, add .2 FTE for 2nd Semester (.6 FTE) beginning 02/01/2016 – 06/08/2016.
6. Tyler Faust, Special Education Teacher at BW/GVP, add ESY Teacher at Sibley for 3.5 hours/day (M-Th) beginning 07/01/2015 – 07/30/2015.
7. Shannon Flegel, Occupational Therapist at LF/GVP, add ESY OT at Sibley/High School with hours dependent on need (M-Th) beginning 07/01/2015 – 07/30/2015.
8. Dana Gearing, 1.0 FTE EL Teacher at Greenvale Park, change to 1.0 Third Grade Teacher at Greenvale Park beginning 08/31/2015.
9. Greg Gelineau, Interim Principal at the Middle School, change to Principal at the Middle School beginning 07/01/2015.
10. Sara Gerdesmeier, EarlyVentures Site Assistant at Longfellow for 3 hours/day beginning 06/08/2015; Step 1, \$11.67/hour.
11. Inger Hanson, .6 FTE EL Teacher at the MS, add .37 Interventionist at Sibley beginning 08/26/2015; MA45, Step 10. **
12. Jacque Ims, School Psychologist at Greenvale Park. Jackie will also provide services at Longfellow during a childcare LOA beginning 09/08/2015 – 11/23/2015.
13. Alisa Jamshidi, TS Elementary Substitute Teacher for Summer PLUS, add TS Elementary Summer Plus Club Leader for 1.75 hours/day (M-Th) beginning 06/23/2015 – 08/06/2015; \$18.68/hour.
14. Joni Karl, .4 FTE Math Teacher at the High School, add .2 FTE Math at the High School (.6 FTE) beginning 08/31/2015.
15. Laurie Larson, Physical Therapist at Longfellow, add ESY PT at Sibley/High School with hours dependent on need (M-Th) beginning 07/01/2015 – 07/30/2015.
16. Sara Line, Early Childhood Coordinator at Longfellow, add Early Childhood Dental Network Coordinator at Community Services beginning 06/17/2015 – end date to be determined by completion of grant; \$2,500 stipend.
17. Taylor Murry, Special Education Teacher at the High School, add ESY Teacher at Sibley for 3.5 hours/day (M-Th) beginning 07/01/2015 – 07/30/2015.
18. Deb Peters, Autism Resource Specialist at Longfellow, add ESY SLP at Sibley/High School with hours dependent on need (M-Th) beginning 07/01/2015 – 07/30/2015.
19. John Schnorr, Speech/Language Teacher at Longfellow, add ESY SLP at Sibley/High School with hours dependent on need (M-Th) beginning 07/01/2015 – 07/30/2015.
20. Deb Seitz, Special Education Teacher at the Middle School, add ESY Teacher at Sibley for 3.5 hours/day (M-Th) beginning 07/01/2015 – 07/30/2015.
21. Anna Showers, Targeted Services Summer PLUS Site Assistant at Greenvale Park for 5.5 hours/day (M-Th), change to Site Assistant for 2.25 hours/day (M-Th), add TS Elementary Teacher for Summer PLUS for 3 hours/day at GVP beginning 06/25/2015 – 08/06/2015; Site Asst. \$11.67/hour; PLUS Teacher, Year 1-\$27.11/hour.

22. Erik Swenson, Fourth Grade Teacher at Bridgewater, add Targeted Services PLUS Elementary Summer School Teacher for Reading Rockets Home Visits as needed beginning 06/08/2015 – 08/06/2015; Year 1, \$27.11/hour.
23. Amanda Tracy, .20 FTE Spanish Teacher at the High School, change to .80 FTE at the High School beginning 08/31/2015.
24. Correction: Anne VanderMartin, SpecEd EA-PCA (6.75 hours/day); GenEd EA (.17 hours/day), change GenEd EA to .33 hours/day from 6.92 hours/day to 7.08 hours/day at Sibley beginning 08/31/2015.
25. Extended School Year (ESY) Paraprofessional/PCA beginning 07/01/2015 – 07/30/2015:
 - A. Shari Bridley, EA at the High School, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - B. Christina Chappuis, EA at Sibley, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - C. Danielle Crase, EA at Sibley, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - D. Teresa Findlay, EA at the MS, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - E. Shelly Kruger, EA at the HS, add ESY SpecEd EA-PCA at the HS for 3.5 hours/day (M-Th).
 - F. Beth Kuyper, EA at the MS, add ESY SpecEd EA-PCA at the HS for 3.5 hours/day (M-Th).
 - G. Brittany Laue, EA at Longfellow, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - H. Carolyn Manderfeld, EA at Sibley, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - I. Lindsay Mehrhoff, EA at Sibley, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - J. Jacqueline Meyer, EA at the HS, add ESY SpecEd EA-PCA at the HS for 3.5 hours/day (M-Th).
 - K. Lauren Murtha, EA at the MS, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - L. Jacob Odell, EA at the HS, add ESY SpecEd EA-PCA at the HS for 3.5 hours/day (M-Th).
 - M. Melissa Reuvers, EA at Bridgewater, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - N. Elizabeth Schmidt, EA at Sibley, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - O. Andria Schwalbe, Preschool/ECFE Teacher at LF, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th); SpecEd EA-PCA Step 1, \$13.73/hour.
 - P. Jennifer Severson, EA/PLUS Site Assistant at GVP, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th) beginning 07/01/2015-07/30/2015; add Temporary TS Summer PLUS Site Assistant at GVP for 3.25 hours/day (M-Th) beginning 07/07/2015 – 08/06/2015; \$11.67/hour.
 - Q. Anne Vander Martin, EA at Sibley, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - R. Andrea Waldock, EA at Bridgewater, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th).
 - S. Carina Zick, EA at Sibley, add ESY SpecEd EA-PCA at Sibley for 3.5 hours/day (M-Th) beginning 07/01/2015-07/30/2015; add Temporary TS Summer PLUS Site Assistant at GVP for 3.25 hours/day (M-Th) beginning 07/07/2015 – 08/06/2015; \$11.67/hour.
26. Anne Larson, Second Grade teacher at Greenvale Park, add TS Summer PLUS Teacher for 2 hours/day (M-Th) beginning 06/24/2015 – 08/06/2015, Year 1, \$27.11/hour.
27. Jacob Odell, SpecEd EA-PCA at the High School, add Camp FRIENDS Staff at CS beginning 07/22/2015 – 08/20/2015; \$13.75/hour.

28. Nathan Truman, Third Grade Teacher at Bridgewater, add Behind the Wheel Instructor at CS beginning 07/13/2015; BTW \$23.75/hour; Classroom \$27.75/hour.

c. Leave of Absence.

1. Tony Seidl, First Grade Teacher at Bridgewater, Unpaid Leave of Absence for 2015-16 school year.
2. Katy Schuerman, Second Grade Teacher at Sibley, Unpaid Leave of Absence for 2015-16 school year.
3. Jessica Rushton, Family/Medical Leave of Absence beginning 07/21/2015 through 08/18/2015. (Return to work date of 08/19/2015.)

d. Resignations / Retirement

1. Mishia Edwards, Summer PLUS Club Leader, declined position effective 06/09/2015.
2. John Mahal, Special Education Teacher and Soccer Coach at the High School, resignation effective 06/12/2015.
3. Marco Martinez, Temporary Custodian, declined position effective 6/4/2015.
4. Pete Maus, Mathematics Teacher at the Middle School, retirement effective 06/05/2015.
5. Nicole Pulju, KidVentures Site Assistant at Sibley, resignation effective 07/03/2015.
6. Donna Pumper, Child Nutrition Associate at Sibley, resignation effective 06/26/2015.
7. Karl Viesselman, Assistant Football Coach at the High School, resignation effective 07/06/2015.

* 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.

VIII. Items for Information

1. Appointment to the Board of Directors of the Southeast MN Special Education Cooperative.
School Board Chair Julie Pritchard appointed Board member Margaret Colangelo to serve on the Board of Directors of the Southeast Minnesota Special Education Cooperative.
2. Schools for Equity in Education Accomplishments.
The Board received a concise recap of the legislative goals accomplished by SEE in 2015.

IX. Future Meetings

Monday, August 10, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, August 24, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

- X. On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 7:40 PM and moved to a closed negotiation strategy session in the District Office Conference Room.

Noel Stratmoen
School Board Clerk