

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: L. Chris Richardson, Ph.D., Superintendent
RE: Table File Items for September 28, 2015, Regular School Board Meeting

VII. Superintendent's Report

A. Items for Individual Action

1. Proposed 2015 Pay 2016 Property Tax Levy.

On Friday the Minnesota Department of Education issued a new Levy Certification report that had a different dollar amount than what was sent to you last Thursday. Our total levy is now \$15,548,102.12. This is \$25.75 less than what was reported in the Board Memorandum. Val Mertesdorf has revised the presentation reflecting the updated dollar amount.

Superintendent's Recommendation: Motion to certify to County Auditors the 2015 Payable 2016 Proposed Certified Net Tax Levy in the amount of \$15,548,102.12.

2. 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, which makes Northfield High School eligible to receive a grant from the MSHSL Foundation to offset student activity fees. Passing this Resolution is done annually at this time of year.

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

3. Personnel Items.

a. Appointments.*

12. Margaret Huber, Targeted Services PLUS Teacher at GVP for 1.25 hours/day (M-Th) beginning 09/28/2015 – 05/18/2016; Year 2, \$27.11/hour.
13. Tammy A. Metcalf-Filzen, 9th Grade Girls Basketball Coach at the High School beginning 11/16/2015 – 03/19/2016; \$14.00/hour.
14. Sara Redetzke, Special Education Educational Assistant-PCA (SpecEd EA-PCA) at the Middle School for 6 hours/day beginning 10/06/2015 – 06/08/2016; Step 1, \$13.98/hour.

b. Increase/Decrease/Change in Assignment.

26. John Bade, 1.0 FTE Art Teacher at the Middle School, add .1 overload for the 2015-16 school year beginning 09/08/2015 – 06/08/2016.
27. Susan Bolton, .87 FTE ADSIS Teacher at Bridgewater, change to 1.0 FTE ADSIS Teacher at Bridgewater beginning 09/28/2015 – 06/08/2016. Susan will return to .87 FTE for the 2016-2017 school year.
28. Correction: Kelly Edwards, GenEd EA at GVP for 7.5 hours/day, change to PBIS Student Advocate Educational Assistant at GVP for 7.5 hours/day; change from \$14.97/hour to \$15.51/hour beginning 09/08/2015 – 06/08/2016.
29. Rafael Estrella, 1.0 FTE Art Teacher at the Middle School, add .1 overload for the 2015-16 school year beginning 09/08/2015 – 06/08/2016.

30. Bob Gregory-Bjorklund, High School Musical Director (Fall) beginning 09/25/2015 – 11/30/2015; Level F, Step 7.
 31. Rich Guggisberg, 9th Grade Girls Softball Coach at the High School, change to Assistant Girls Softball Coach at the High School beginning 03/14/2016; Level F, Step 6.
 32. Cheryl Mathison, ALC Teacher at Longfellow, add ALC Night School Teacher at Longfellow for 2.5 hours/class meeting beginning 09/28/2015 – 05/18/2016.
 33. Taylor Murry, 9th Grade Girls Softball Coach at the High School, change to Assistant Girls Softball Coach (10th Grade) at the High School beginning 03/14/2016 – 06/10/2016; Level F, Step 2.
 34. Shari Setchell, High School Musical Assistant Director (Fall) beginning 09/25/2015 – 11/30/2015; Level I, Step 7.
- c. Resignation / Declining Position.
4. Hermes Lanza, Educational Assistant at Headstart, resignation effective 09/24/2015. Hermes will continue as a substitute educational assistant.
 5. Dylan McDonough, Assistant Wrestling Coach at the High School, resignation effective 9/27/2015.
- e. Superintendent Contract Provisions for the 2015-2016 Contract Year of the Three Year 2013-2016 Superintendent's Contract.
- In the table file is a memorandum from School Board Chair Julie Pritchard. The memorandum includes a recommendation for a total compensation package increase of 3.787%, which is in line with the settlement the district has negotiated with the Northfield Education Association (NEA). The package includes:
- A three percent (3%) increase in salary which matches what we provided in the teachers' contract for 2015-2016;
 - An additional \$3000.00 contribution to the Superintendent's elected annuity;
 - No change to the current benefit contract dollar amounts to be in compliance with the Federal Health Care Act;
 - An additional \$500.00 contribution to the employer-matched 403b tax-sheltered annuity to reflect the new state statutory maximum employer contribution to the employer-matched 403b tax-sheltered annuity.

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

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, 2014** report to the Department of Education.

Grade 9: 65 _____
Grade 10: 56 _____
Grade 11: 63 _____
Grade 12: 61 _____

TOTAL

2. Identify the total **UNDUPLICATED** number of free or reduced lunch students who participated in your schools' activity programs during the 2014-2015 school year.

TOTAL UNDUPLICATED 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, 2015.

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

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.

Date

Board Chair

Date

Board Clerk - Treasurer

MEMORANDUM

TO: Members of the Northfield Board of Education

FROM: Julie Pritchard, School Board Chair

Date: September 28, 2015

Under our current employment contract (2013-2016) with the Superintendent, each year we set salary and benefits for the current contract year.

The summary of the Superintendent's evaluation at the September 14, 2015 Board of Education meeting described his outstanding performance as recognized by all board members. Board members cited his strong leadership, great vision and skillful approach to dealing with the myriad of complex issues that face the district, which make him an exceptional superintendent.

The awarding of the prestigious Polaris Leadership Award by the Minnesota Association of School Administrators reflects statewide recognition of his exemplary school leadership. It is important that the board recognizes and reward Dr. Richardson's excellent job performance.

With respect to the current 2015-2016 contract, I recommend a total compensation package increase of 3.78%, which is in line with the settlement we have negotiated with the Northfield Education Association. His package would include:

- A three percent (3%) increase in salary which matches what we provided in the teachers' contract for 2015-2016;
- An additional \$3000.00 contribution to the Superintendent's elected annuity;
- No change to the to the current benefit contract dollar amounts to be in compliance with the Federal Health Care Act;
- An additional \$500.00 contribution to the employer-matched 403b tax-sheltered annuity to reflect the new state statutory maximum employer contribution to the employer-matched 403b tax-sheltered annuity.

This package allows us to recognize the outstanding performance of Dr. Richardson for this review period. It also ensures that the base compensation we offer for this critical position is in line with those of comparable districts.