

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
December 14, 2015
Northfield High School Media Center

- I. Call to Order.
Board Chair Julie Pritchard called the Regular meeting of the Northfield Board of Education of Independent School District 659 to order at 7:00 PM. Present: Colangelo, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. Maple was absent.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
Mar Valdecantos, co-chair of the Highway 246 Solutions Group, shared with the Board the work of this grassroots organization and the progress that has been made with MNDOT.
- IV. Approval of Minutes
On a motion by Quinnell, seconded by Hardy, minutes of the Regular School Board meeting held on November 23, 2015, were unanimously approved.
- V. Announcements and Recognitions
 - Congratulations to Community Services who was presented a Minnesota Community Education Association Outstanding Project Award in recognition of the annual sports sale to benefit the Northfield Youth Scholarship Fund.
 - The University of Minnesota and the National Fluid Power Association donated two bus trips (about \$900) from Northfield Lines to the Northfield Middle School Technology and Engineering Department. Sixteen eighth grade students (8 boys, 8 girls) are taking part in the Fluid Power Challenge. On December 8th the students spent the day learning about Fluid Power, the math, science and practical application by building a lift mechanism, a rotation mechanism, and a grabbing mechanism. At the end of the day they were given a task or game that they will compete in on January 26th. The students will spend time until then to design and build a machine that will compete in the game.
 - Several Board members attended the 1st annual TORCH Poetry Slam. Thank you to Jennifer Lompart, Linda Henderson, Leslie Schultz, Teddy Gelderman and Kim Horner for organizing a remarkable event. Also, thank you to the sponsors – Health Finders Collaborative, TEEN Outreach program and the Latino Play Festival.
- VI. Items for Discussion and / or Reports
 1. Truth in Taxation Presentation for the Payable 2016 Property Tax Levy followed by Public Comment.
The amount of the proposed final levy for 2016 is \$15,548,102.12 and represents a 0.20% decrease from the prior year. Director of Administrative Services Matt Hillmann and Director of Finance Val Mertesdorf reviewed the levy and the current year's revised general fund budget. There was no public comment.
 2. School Improvement Plan Presentation – Greenvale Park Elementary School.
Greenvale Park Principal Dave Craft introduced Greenvale Park's school improvement plan followed by Literacy Instructional Coach Diane Torbenson speaking about the progress that has been made in reading. This has been accomplished by strengthening core instruction through instructional strategies that help students to comprehend text and read fluently and PLC teams working together to create common essential learnings, pacing and assessments. Professional development this year in reading include 9 staff meetings devoted to reading instruction and all reading teachers attending sessions on *Guided Reading* and *Helping the Struggling Reader*. Principal Craft shared how instructional strategies are helping students to build math fact and computational fluency and deepen problem-solving skills. Math workshop has provided a structure for differentiated instruction. Finally, Educational Assistant Kelle Edwards and Greenvale Park parent Amy Willkomm talked about how Greenvale Park is developing a framework for establishing the student, parent and staff social culture needed to achieve academic, behavior, social and emotional success for all

students. The presentation concluded with a powerful video of students talking about why they like being a student at Greenvale Park.

3. FY 2015 Audit.

Justin Fahse, Senior Accountant with CliftonLarsonAllen, LLP, presented the results of the 2014-15 fiscal year audit. Comments focused on the executive summary.

4. Highway 246 Update.

Superintendent Richardson and Director of Administrative Services Matt Hillmann provided an update on the most recent developments regarding Highway 246 as it relates to the school district as well as shared the most updated information from MNDOT and the City of Northfield. Board members thanked the Highway 246 Solutions Group for their work on this issue.

5. Every Student Succeeds Act (ESSA).

Superintendent Richardson provided an update on the passage of the new federal education bill that replaces No Child Left Behind.

VII. Superintendent's Report

A. Items for Individual Action

1. FY 2015 Audit.

On a motion by Stratmoen, seconded by Iverson, the Board unanimously accepted the 2014-2015 audit report as presented.

2. Certify Final 2015 Payable 2016 Tax Levy.

On a motion by Iverson, seconded by Hardy, the Board unanimously approved certifying to County Auditors the 2015 Payable 2016 Final Certified Net Tax Levy in the amount \$15,548,102.12.

3. Fiscal Year 2015-2016 General Fund Budget Revision.

On a motion by Colangelo, seconded by Iverson, the Board unanimously approved the revised 2015-16 general fund budget of revenues of \$47,073,165 and expenditures of \$47,227,693.

4. Revisions to School Board Policy 412 – Expense Reimbursement.

On a motion by Stratmoen, seconded by Colangelo, the Board unanimously approved revised School Board Policy 412 – Expense Reimbursement as presented.

B. Items for Consent Grouping

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

1. Financial Reports – October 2015.

The Board approved paid bills totaling \$1,580,279.38, payroll checks totaling \$2,746,925.56 and the financial reports for October 2015. No bond payments were made in October 2015.

2. School Resource Officer Agreement.

The Board approved a contract renewal with the City of Northfield for the 2016-2018 calendar years. The contract provides for a 3% increase for the 2016 calendar year and includes no increase in the District contribution for the remaining two years of the agreement (2017 and 2018).

3. Personnel Items.

a. Appointments.*

1. Rachel Beran, Assistant Speech Coach at the High School beginning 12/11/2015 – 04/16/2016; \$14.00/hour. (activity account transfer)
2. Tasha Jasper (Jessen), Long-Term Substitute Special Education Educational Assistant-PCA at Greenvale Park for 7 hours/day beginning 01/04/2016 – 04/06/2016; Step 2, \$14.51/hour.
3. Kim Medin, Special Education Educational Assistant (SpecEd EA-PCA) at the Middle School for 6.1 hours/day beginning 12/02/2015 – 06/08/2016; SpecEd EA-PCA Step 2, \$14.51/hour.

4. Charles "Pat" Shelby, Activities Event Worker beginning 12/01/2015.
 5. Jon Whitney, .4 FTE Long-Term Substitute Social Studies Teacher at the High School beginning 02/02/2016 – 06/08/2016; MA, Step 6.
 6. Samuel Gainey, Targeted Services PLUS Student Site Assistant at GVP beginning 12/16/2015 – 05/19/2016; \$8.77/hour.
 7. Event Workers – Beginning 12/09/2015: Amrita Bhagia, Rachel Beran, Pamela Hanson and Russ Boyington.
- b. Increase/Decrease/Change in Assignment.
1. Addition: Pamela Hanson, General Education Educational Assistant at the High School (6 hours/day), add Assistant Speech Coach (shared position) at the High School beginning 12/11/2015 – 04/16/2016; Level H, Step 1 **(50% Stipend)**.
 2. Pamela Hanson, General Education Educational Assistant at the High School (6 hours/day), shift 2 hours/day to Substitute Teacher for the Read 180 program at the High School beginning 10/08/2015 – 11/06/2015; extended through 01/29/2016.
 3. Jeanne Mahoney-Hanzlik, 1.0 FTE Science Teacher at the High School, add ALC Night School Teacher at Longfellow for 2.5 hours/day beginning 12/3/2015 – 05/12/2016.
 4. Nick Mertesdorf, SpecEd EA for 6.5 hours/day at the High School, add SpecEd EA for additional 10 minutes/day at the HS beginning 12/03/2015 – 12/22/2015 (6.5 hours/day to 6.67 hours/day).
 5. Jacob Odell, SpecEd EA-PCA for 6.75 hours/day at the High School, add SpecEd EA-PCA Wrestling program at the Middle School for 1.5 hours/day beginning 11/30/2015 – 01/19/2016 (6.75 hours/day to 8.25 hours/day).
 6. Tony Rasmussen, KidVentures Site Assistant at Bridgewater for 17 hours/week, increase to 23.5 hours/week beginning 11/30/2015; Step 1, \$12.19/hour.
 7. Trisha Beacom, Early Ventures Site Assistant at Longfellow for 40 hours/week (Step 4, \$13.17/hour), change to EarlyVentures Teacher at Longfellow for 40 hours/week beginning 01/01/2016; Step 4, \$16.50/hour.
 8. Anita Corwin, EarlyVentures Site Assistant at Longfellow for 40 hours/week (Step 4, \$13.17/hour), change to Ventures Site Assistant at Longfellow for 40 hours/week beginning 01/01/2016; Step 4, \$13.17/hour.
 9. Julie Erickson, EarlyVentures Site Assistant at Longfellow for 40 hours/week (Step 4, \$13.17/hour), change to EarlyVentures Teacher at Longfellow for 40 hours/week beginning 01/01/2016; Step 4, \$16.50/hour.
 10. Debbie Foley, EarlyVentures Site Assistant at Longfellow for 30 hours/week (Step 4, \$13.17/hour), change to EarlyVentures Assistant Teacher at Longfellow for 30 hours/week beginning 01/01/2016; Step 4, \$15.50/hour.
 11. Aimee Gerdesmeier, KV Site Leader at Sibley (Step 4, \$16.46/hour)/EarlyVentures Site Assistant (Step 4, \$13.17/hour) at Longfellow for 36 hours/week, change to Ventures Site Leader/Ventures Site Assistant at Sibley/Longfellow for 36 hours/week beginning 01/01/2016; Site Lead Step 4, \$19.50/hour; Site Asst. Step 4, \$13.17/hour.
 12. Sara Gerdesmeier, EarlyVentures Site Assistant at Longfellow for 34.5 hours/week (Step 1, \$12.19/hour), change to Ventures Site Assistant at Longfellow for 34.5 hours/week; Step 1, \$12.19/hour.
 13. Courtney Gilomen (Beumer) EarlyVentures Site Assistant at Longfellow for 40 hours/week (Step 2, \$12.52/hour), change to EarlyVentures Teacher at Longfellow for 40 hours/week beginning 01/01/2016; Step 2, \$15.50/hour.
 14. Katie Goehring, EarlyVentures Site Assistant at Longfellow for 40 hours/week (Step 1, \$12.19/hour); change to EarlyVentures Teacher at Longfellow for 40 hours/week beginning 01/01/2016; Step 1, \$15.00/hour.
 15. Kaci Henry, EarlyVentures Site Assistant at Longfellow for 38 hours/week (Step 2, \$12.52/hour); change to EarlyVentures Teacher at Longfellow for 40 hours/week beginning 01/01/2016; Step 2, \$15.50/hour.
 16. Carol Nick, EarlyVentures Site Assistant at Longfellow for 35 hours/week (Step 3, \$12.83/hour), change to EarlyVentures Teacher at Longfellow for 35 hours/week beginning 01/01/2016; Step 3, \$16.00/hour.

17. Roberta Schmidtke, EarlyVentures Site Leader at Longfellow for 40 hours/week (Step 4, \$16.46/hour), change to Ventures Site Leader at Longfellow for 40 hours/week beginning 01/01/2016; Step 4, \$19.50/hour.
 18. Tonya Skluzacek (Merritt) KV Site Leader at Bridgewater (Step 1 \$15.19/hour)/EV Site Assistant (Step 1 \$12.19/hour) at Longfellow for 36 hours/week; change to Ventures Site Leader/Ventures Site Assistant at BW/LF for 36 hours/week beginning 01/01/2016; Site Leader Step 1 \$18.00/hour; Site Assistant Step 1 \$12.19/hour).
 19. Ryan Trotman, EarlyVentures Site Assistant at Longfellow for 40 hours/week (Step 1, \$12.19/hour), change to EarlyVentures Teacher at Longfellow for 40 hour/week beginning 01/01/2016; Step 1, \$15.00/hour)
 20. Dylan Warner, KV Site Leader at GVP (Step 2 \$15.51/Hour)/EV Site Assistant Substitute (Step 1, \$12.19/hour) at Longfellow for 30 hours/week; change to Ventures Site Leader at GVP; Ventures Site Assistant Substitute at Longfellow for 30 hours/week beginning 01/01/2016; Site Leader Step 2 \$18.50/hour; Sub Site Asst. Step 1, \$12.19/hour.
 21. Katrina Warner, EarlyVentures Site Assistant at Longfellow for 32 hours/week (Step 1, \$12.19/hour), change to EarlyVentures Teacher at Longfellow for 32 hours/week beginning 01/01/2016; Step 1, \$15.00/hour.
 22. Kim Medin, Special Education Educational Assistant (SpecEd EA-PCA) at the Middle School for 30.5 hours/week, change to SpecEd EA-PCA for 28 hours/week, GenEd EA for 2 hours/week (30 hours/week) beginning 12/14/2015 – 06/08/2016; SpecEd EA-PCA Step 2, \$14.51/hour; GenEd EA Step 2, \$13.84/hour.
- c. Leave of Absence.
1. Ruben Alvarez, Family/Medical Leave of Absence beginning on or about 12/26/2015 – 01/22/2016, with a planned return to work date of 01/25/2016.
 2. Kevin Dahle, Unpaid Legislative Leave of Absence beginning 01/18/2016 – 06/08/2016 (end of 2015-16 school year).
 3. Debra James, Family/Medical Leave of Absence beginning 11/16/2015 through 11/25/2015; extended through 12/04/2015.
- d. Resignations / Retirements / Termination.
1. Kyle Blom, Assistant Boys & Girls Track Coach, resignation effective 12/04/2015.
 2. James M. Murray, Middle School Custodian, retirement effective 02/12/2016.
 3. Marilynne Neuville, Assistant Speech Coach at the Middle School, resignation effective 12/01/2015.
 4. Debra Peters, Special Education Teacher at Longfellow, retirement effective 06/16/2016.
 5. Lindsay Schacht, SpecEd EA-PCA, HS/MS Volleyball Coach, termination effective 12/04/2015.
 6. Christa Udelhofen, GenEd EA at the Middle School, resignation effective 12/18/2015.
- e. Seniority Lists.
The Board approved the 2015-16 Teacher Seniority List and the 2015-16 Principals/Assistant Principals Seniority List.
4. Gift Agreement.
The Board approved a \$17,392 gift from the Northfield Wrestling Association. This donation provides for the purchase and installation of a middle school wrestling mat hoist to be installed in the small gym at Northfield Middle School.
* Conditional offers of employment are subject to successful completion of a criminal background check.

VIII. Items for Information

1. Enrollment Report – December 2015.

IX. Future Meetings

Monday, January 11, 2016, 7 PM, Organizational School Board Meeting followed by Regular School Board Meeting, NHS Media Center
Monday, January 25, 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 9:00 PM.

Noel Stratmoen
School Board Clerk