

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Minutes  
March 14, 2016  
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: Bogott, Colangelo, Hardy, Iverson, Pritchard, Quinnell and Stratmoen.
  
- 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 from Quinnell, seconded by Colangelo, minutes of the Regular School Board meeting held on February 22, 2016, were unanimously approved.
  
- V. Announcements and Recognitions
  - Congratulations to Director of Administrative Services Matt Hillmann on being named as the recipient of the 2016 Outstanding Central Office Leader Award by the MN Association of School Administrators. Dr. Hillmann has received this award for exhibiting a willingness to risk, possessing strong communication skills, being a progressive change agent, and having high expectations for self and others. He was honored at a statewide recognition ceremony during the MASA/MASE Spring Conference, March 10-11.
  - DECA senior Will Edwards was recognized by DECA at the National level by earning the "Emerging Leader Honor Award." He was one of 5 chosen from the state of Minnesota.
  - Congratulations to all 25 DECA students who participated in the DECA state tournament March 6-8. Congratulations to the following students: Top 12 in their events: Ariana Beeby, Kayla Huntington, and Henry Hofstad; Top 8 in their events: Tommy Gallagher and Noah Bomante-Grebis; Top tester: Audrey Kornkven; Second in State in Economics: Audrey Kornkven. Earning a trip to DECA Nationals, scoring 4th in State in their team role play event: Audrey Kornkven and Noah Bamonte-Grebis.
  - On Saturday, February 20<sup>th</sup> the Weisman Art museum at the U of M hosted the annual Scholastic Art awards. Northfield High School had four students recognized as being top winners who earned Gold Key awards in this year's contest. The Gold Key winners included: Ben Wang, Katie Brust, Lauren Wieber and Noah Schomburg. In addition to having these four students recognized at a public ceremony, the Minneapolis College of Art and Design chose 8 students out of over 4,000 contest entries to receive a very special award. Noah Schomburg was chosen as one of the 8 recipients for a prize worth \$3,300 to attend the Minneapolis College of Art and Design pre-college summer experience on the Minneapolis college campus.
  - Congratulations to Greenvale Park for being selected as winner of the Community Partner Award by the St. Olaf selection committee for the Minnesota Campus Compact Awards for Civic Engagement. This award is for a community-based organization that has enhanced the quality of life in the community in meaningful and measurable ways and has engaged in a sustained, reciprocal partnership with St. Olaf, thus enriching our students' education as well as life in Northfield.
  - Superintendent Richardson thanked the following Northfield School District staff for their presentations at the Spring MASA/MASE Conference: Jill Kohel and TJ Wiebe, Ninth Grade Academy, and Kim Briske and Matt Hillmann, Schedule Builder for MASA Unconference.
  
- VI. Items for Discussion and / or Reports
  1. ADSIS/MTSS Update.  
High School Principal Joel Leer, Assistant Principal Marnie Thompson and School Psychologist Carrie Duba provided the Board with a comprehensive report about the work of Multi-Tiered Systems of Support (MTSS) at Northfield High School. They spoke about the high school's MTSS goals, the process and staff teams involved, the interventions used, and shared data illustrating the tremendous positive impact MTSS has had on students. Principal Greg Gelineau followed by telling the Board that MTSS

looks different at Northfield Middle School. MTSS coaches Dan Meyers (Math) and Rose Turnacliff (Reading) work with identified students every other day using various Math and Reading interventions. They have had extraordinary results as well. Director of Special Services Cheryl Hall summarized Northfield's ADSIS mid-year report, "We're learning a lot using new tools with amazing results. The interventionists need to take the credit for the strong, positive report we've received from MDE."

2. Superintendent Search Process.

The subcommittee of Rob Hardy, Ellen Iverson and Julie Pritchard that was formed to develop the search process to select the District's next superintendent presented their recommendations to the Board. The recommendations include retaining Dr. Charlie Kyte, former Northfield superintendent and partner in the search firm PEER Solutions, to conduct the search. Dr. Kyte answered questions about the proposal and the search process.

VII. Superintendent's Report

A. Items for Individual Action

1. Superintendent Search Consultant Contract.

On a motion by Stratmoen, seconded by Iverson, the Board unanimously approved retaining PEER Solutions to conduct the superintendent search process at a cost not to exceed \$13,000.

2. 2017-2018 School Year Calendar.

On a motion by Colangelo, seconded by Bogott, the Board unanimously approved the 2017-2018 school year calendar as presented.

3. Agreement with Canvas Church.

On a motion by Quinnell, seconded by Iverson, the Board unanimously approved the Agreement with Canvas Church. The Agreement is for the time period July 1, 2016 - June 30, 2017. Changes include: (1) Updates to wages for custodial services related to the Church's use; (2) Updates to expenses related to snow removal; (3) Addition of Addendum II, Expectations of Custodial Services for Public Use Events.

B. Items for Consent Grouping

Colangelo pulled the contract with Canvas Church from the Consent Grouping. She wondered why the School District provides Canvas Church with a reduction in their fee. Director of Community Services Erin Bailey said that it is because Canvas Church is one of two organizations that have a long-term contract with the District. The reduction is on the facilities fee only. The other long-term contract the District has is with the Northfield Swim Club.

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

1. Financial Reports – January 2016.

The Board approved paid bills totaling \$1,318,656.94, payroll checks totaling \$2,829,910.47, bond payments totaling \$4,969,546.88 and the financial reports for January 2016.

2. Designation of Student Support Data Collection (SSDC) Coordinator.

The Board approved Brenda Hand as the SSDC Coordinator for Northfield Public Schools. She will annually identify SLIFE via the SSDC system.

3. Agreement with Canvas Church.

This item was moved to Item #3 under Items for Individual Action.

4. Personnel Items.

a. Appointments.\*

1. Piper Bain, Community Evening School Site Assistant for 3 hours/day (T&Th) at Greenvale Park, beginning 03/03/2016 – 05/26/2016; Step 1, \$12.19/hour.

2. Kathleen Beck, Special Education Educational Assistant-PCA (SpecEd EA-PCA) for 6.75 hours/day at GVP beginning 02/26/2016 – 06/08/2016, change to ongoing position with no end date; Step 2, \$14.51/hour.
  3. Flavia Berg, Early Childhood Teacher at the NCRC for up to 10 hours/week beginning 04/04/2016; Year 7, \$25.34/hour. Flavia will also work as a substitute for the program.
  4. Julie Cohrs, Event Worker at the High School beginning 03/04/2016.
  5. Joshua Corbin, Assistant Girls Softball Coach (part time hourly – 9<sup>th</sup> grade), beginning 03/14/2016 – 06/10/2016; \$14.00/hour.
  6. Stephanie DeAdder, Building & Grounds Administrative Assistant in the District Office beginning 03/28/2016; Class IV, Step 4, \$18.72/hour.
  7. Ellie Erickson, 1.0 FTE Long-Term Substitute 5<sup>th</sup> Grade Teacher at Bridgewater beginning on or about 04/04/2016 – 06/02/2016; BA, Step 0.
  8. Laurelle Foster, Community Evening School Site Assistant for 3 hours/day (T&Th) at Greenvale Park, beginning 03/08/2016 – 06/08/2016; Step 1, \$12.19/hour.
  9. Amy Hales, Special Education Educational Assistant-PCA at Bridgewater for 6.75 hours/day beginning 03/14/2016 – 06/08/2016; SpecEd EA-PCA Step 1, \$13.98/hour.
  10. Len Kallsen, Strength Training Coach (Spring) at the High School beginning 03/14/2016 – 06/08/2016; Level I, Step 1.
  11. Kyle Korynta, Assistant Boys/Girls Track Coach at the High School beginning 03/14/2016 – 06/11/2016; Level F, Step 1.
  12. Alejandra Martinez Santos, TS PLUS Site Assistant at Bridgewater for 1.5 hours/day (M-Th) beginning 02/24/2016-04/07/2016; Step 1, \$12.19/hour.
  13. Betsy McLaughlin, .50 LTS Grade 5 Companeros Teacher at Greenvale Park beginning on or about 04/25/2016 – 06/08/2016; MA, Step 5.
  14. Kent J. Pederson, Assistant Softball Coach at the High School beginning 03/14/2016 – 06/10/2016; \$14.00/hour (paid by the softball activity account up to \$1000).
  15. Scott W. Richardson, Middle School Assistant Track Coach beginning 03/29/2016 – 05/27/2016; Level I, Step 1.
  16. Gabriel Sparby, Community Evening School Student Site Assistant at Greenvale Park for 3 hours/day (T & Th) beginning 02/25/2016 – 05/26/2016; \$9.00/hour.
  17. Mar Valdecantos, Community Evening School Club Leader at Greenvale Park Elementary for 3 hours/day (T & Th) beginning 03/15/2016 – 06/08/2016; \$19.50/hour.
  18. Morgan McCarty, Special Education Educational Assistant-PCA (SpecEd EA-PCA) at Sibley Elementary for 6.75 hours/day beginning 03/29/2016 – 06/08/2016; Step 1, \$13.98/hour.
  19. Debra O'Meara, Special Education Educational Assistant-PCA (SpecEd EA-PCA) at Greenvale Park for 7 hours/day beginning 03/29/2016; Step 1, \$13.98/hour.
  20. Jennifer Welbaum, .50 Long-Term Substitute Grade 5 Companeros Teacher at Greenvale Park beginning on or about 04/25/2016 – 06/08/2016; MA, Step 6.
  21. Lisa Williams, Special Education Educational Assistant-PCA (SpecEd EA-PCA) at the NCRC/ECFE for 6.25 hours/day beginning 03/29/2016; Step 1, \$13.98/hour.
- b. Increase/Decrease/Change in Assignment.
1. Katie Bakke, Special Education Educational Assistant-PCA for 7.25 hours/day at the Middle School (6.75 SpecEd EA; .50 SpecEd EA-PCA Bus), add SpecEd EA-PCA Bus for .25 hours/day beginning 02/29/2016 – 06/08/2016 (6.75 SpecEd EA-PCA; .75 SpecEd EA-PCA Bus – Total 7.5 hours/day).
  2. Cathy Bennetts, .93 FTE Reading Teacher at Sibley, change to .5 FTE ADSIS Instruction, .43 Reading Teacher and .17 FTE ADSIS Reading Interventionist (1.1 FTE) beginning 03/09/2016 – 06/08/2016.
  3. Becky Gainey, 1.0 FTE RtI Coach at Sibley, change to .5 FTE Instructional Coach, .5 FTE Reading Support and .17 FTE ADSIS Reading Interventionist at Sibley beginning 03/09/2016 – 06/08/2016.
  4. Janet Gannon, Community Evening School Site Assistant at Greenvale Park, change to Evening School Site Assistant/Club Leader at GVP beginning 02/23/2016 – 05/26/2016; (1.5 hours/day site assistant \$12.15/hour/1.5 hours/day club leader \$19.50/hour).
  5. Marian Green, HR Administrative Assistant-Confidential, change to HR Administrative Assistant-Class IV in the District Office beginning 07/01/2016; Class IV, Step 6.

6. Inger Hanson, .97 FTE EL/ADSIS at the MS/Sibley, change to .97 FTE EL at the Middle School beginning 03/09/2016 – 06/08/2016.
  7. Cameron Jackson, KidVentures Site Assistant at GVP for 15 hours/week, add KidVentures Site Assistant at Bridgewater beginning 02/29/2016 – 06/08/2016 for an additional 7 hours/week (15 hours/week to 22 hours/week).
  8. Brittney Laue, Special Education Educational Assistant-PCA for 7 hours/day at Longfellow, add SpecEd EA-PCA Bus for 1.25 hours/day beginning 02/29/2016 – 06/08/2016 (7 hours/day to 8.25 hours/day).
  9. Nick Mertesdorf, SpecEd EA at the High School (6.5 hours/day), add Assistant Boys Golf Coach at the High School beginning 03/21/2016 – 06/15/2016; Level I, Step 1.
  10. Sara Redetzke, Special Education Educational Assistant-PCA for 6 hours/day at the Middle School, add SpecEd EA-PCA for .75 hours/day beginning 02/29/2016 – 06/08/2016 (6.0 hours/day to 6.75 hours/day).
  11. Priscilla Rotunda, HR Office Specialist, Class III, change to HR Administrative Assistant-Class IV in the District Office beginning 04/01/2016; Class IV, Step 6.
  12. Lisa Weis, .8 FTE Special Education Teacher at the High School, intent to return to 1.0 FTE Special Education Teacher at the High School for the 2016-17 school year.
  13. Correction: Marian Green, HR Administrative Assistant-Confidential, change to HR Administrative Assistant-Class IV in the District Office beginning 07/01/2016; Class IV, Step 6 – change to Step 5. (only 5 steps)
  14. Christine Neset, Student Information System Specialist in the District Office, change from 206 days/year to 260 days/year (full-time, year round) beginning 07/01/2016.
  15. Jacob Odell, Special Education Educational Assistant at the High School, add Assistant Boys Tennis Coach at the Middle School beginning 03/29/2016 – 06/03/2016; Level I, Step 1.
  16. Correction: Priscilla Rotunda, HR Office Specialist, Class III, change to HR Administrative Assistant-Class IV in the District Office beginning 04/01/2016; Class IV, Step 6 – change to Step 5. (only 5 steps)
- c. Leave of Absence.
1. Ritva Barsness, Medical Leave of Absence beginning 03/11/2016 – 03/18/2016.
  2. Cathy Bennetts, Family/Medical Leave of Absence beginning 02/26/2016 as needed intermittently for up to 60 work days.
  3. Brianna Bulfer, Family/Medical Childcare Leave of Absence beginning on 08/29/2016 with a planned return to work date of 02/06/2017.
  4. Kevin L. Dahle, Request for Legislative Leave of Absence beginning 01/01/2017 – end of the 2016-17 school year (06/06/2017).
  5. Shari Malecha, Family/Medical Leave of Absence beginning 02/26/2016 continuing as needed for up to 60 work days.
  6. Sara Mikkelson, Request for .2 FTE Unpaid Leave of Absence for 2016-17 to continue as a .8 FTE Grade 6 Reading Teacher at the Middle School for the 2016-17 school year.
  7. Jacie Myers, Request for 1.0 FTE Unpaid Leave of Absence for the 2016-17 school year.
  8. Allison Otte, Request for 1.0 FTE Childcare Leave of Absence for the 2016-17 school year.
  9. Amy Pfefferle, Request for 1.0 FTE Unpaid Leave of Absence for the 2016-17 school year.
  10. Amanda Smith, Medical Leave of Absence beginning 03/16/2016 – 04/15/2016. Amanda's return to work date is scheduled for 04/18/2016.
  11. Kasha Zeman, Request for 1.0 FTE Unpaid Leave of Absence for the 2016-17 school year.
  12. Tina Holum, Request for 1.0 FTE Unpaid Leave of Absence for the 2016-17 school year.
- d. Resignations / Retirements / Termination.
1. Doug Bengston, Math Teacher at the High School, retirement effective 06/30/2016.
  2. Marty Johnson, Middle School Assistant Boys Tennis Coach, resignation effective 02/24/2016.
  3. Mauricio Lozada Hernandez, Targeted Services PLUS Site Lead at Sibley, resignation effective 03/03/2016.
  4. Michelle Morales, ESL Teacher at GVP, resignation effective 02/29/2016.
  5. Anne Morrissey, Elementary Teacher at GVP, resignation effective 02/24/2016.

6. Kim L. Rohr, Speech/Language Pathologist/Teacher at Bridgewater, retirement effective 06/08/2016.
7. RoseAnn Rossow, Child Nutrition Associate at the MS, resignation effective 06/08/2016. RoseAnn will continue as a substitute Child Nutrition Associate.
8. Cheryl (Brown) Swanson, employment termination effective 03/07/2016.
9. Strength Training Coach-Spring, resignation effective 02/29/2016 for: Laura DeGroot (Marks), TJ Wiebe, Bubba Sullivan and Dan Meyers.

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

VIII. Items for Information

1. World's Best Workforce Report.

Superintendent Richardson reviewed the 2014-2015 World's Best Workforce Report Summary from the MN Department of Education. There are a few areas where the District needs to improve: (1) Student representation on the District Educational Parent Advisory Committee (DEPAC). In the future, a representative from the District Youth Council will attend DEPAC meetings. (2) All Students Ready for Kindergarten and Graduation Goals. These goals need to be written in SMART format. Overall, administration is pleased with the report received from MDE.

2. Every Student Succeeds Act (ESSA).

The School Board requested that Dr. Richardson brief them on the Every Student Succeeds Act. The ESSA replaces No Child Left Behind (NCLB), which has been repealed. Highlights include: (1) The sanctions are gone. However, assessments remain the same. (2) Since the regulations have yet to be written, school districts are basically on hold for one year. (3) It is during the 2017-2018 school year where we will see significant change.

3. Enrollment Report – March 2016.

4. It was determined not to have a March 28, 2016, School Board Meeting.

IX. Future Meetings

Monday, March 28, 2016, 7:00 PM Regular School Board Meeting, Northfield High School Media Center  
Monday, April 11, 2016, 7:00 PM Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 9:18 PM.

Noel Stratmoen  
School Board Clerk