

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
May 9, 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 none.

- IV. Approval of Minutes
On a motion by Colangelo, seconded by Bogott, minutes of the Regular School Board meeting held on April 25, 2016, were unanimously approved.

- V. Announcements and Recognitions
 - Youthprise announced a 3-year grant totaling \$579,000 to “Tri-City Bridges to the Future”, which is a new collaborative in Northfield, Faribault and Red Wing, including the MN Correctional Facility in Red Wing. The initiative will offer career pathways approaches for 85 youth ages 14-24 in the three cities who are in foster care, involved in the juvenile system, homeless or disconnected from school and work. HCI will serve as the convener and backbone organization for the coalition. Lead partners in the project include Northfield and Faribault Public Schools, Rice County Family Services Collaborative, Workforce Development, Riverland and South Central Community Colleges, MN State College –Southeast Technical and more than 20 local businesses and community organizations.
 - Wednesday, May 11th is National School Nurse day. We have an excellent nursing staff.
 - On Wednesday, April 20, Work Experience Coordinator Joe Jorgensen took five students from the high school Work Based Learning program and one student from the STEP work program to Austin to participate in a Work Skills Challenge Day. The students completed job interviews, applications, and a general work knowledge test and were ranked on their performance in each area. Three of our high school students placed in the top 3 in one or more areas.
 - Northfield Public Schools received a grant from the Minnesota Department of Education titled "Implementing Multi-tiered Systems of Support with Fidelity Federal Grant Opportunity." The grant is for \$30,000 for next year. The purposes of the grant are to analyze reading instruction at the three elementary schools to determine strengths and weaknesses of the reading program and to create an action plan to improve discovered weak areas.

- VI. Items for Discussion and / or Reports
 1. Thought Exchange Discovery Step – Facilities.
Stakeholder Engagement Facilitator Jen Reilly joined the Board meeting via video conference and presented an overview of the ‘Discovery’ Step regarding facilities. 584 people participated in the discovery step generating 942 thoughts regarding two approaches that were presented. In Approach A, work done on each building is independent of the work done on other buildings. In Approach B, work done on one building will impact the work done on other buildings. The overall response seemed to favor Approach B with new buildings and additions and remodeling as well as addressing traffic issues. There were many questions about how either of the approaches would be funded and how the community would respond to the costs of multiple projects.

 2. Proposed 2016-2017 Child Nutrition Budget.
Child Nutrition Director Stephany Stromme presented the 2016-17 proposed child nutrition budget of \$2,518,809 in revenues from all sources and \$2,099,604 in expenditures. This current school year for normal priced meals there has been a 9% increase in breakfast participation and a 10% increase in lunch participation. No Board action was required by the Board at this meeting.

3. Proposed 2016-2017 Budgets:
Capital and Internal Service Fund Budgets
Director of Finance Val Mertesdorf presented the proposed 2016-17 Capital budget. This budget is part of the District's General Fund budget, but requires separate accounting and fund balance reserves. A comprehensive preliminary budget for all funds will be presented for approval in June. However, because of the short timeline to complete projects in the summer months before school starts in the fall, the Board will be asked to approve this portion of the budget at the May 23 meeting. She then presented the proposed 2016-17 Proprietary or Internal Service Fund Budget. The purpose of the internal service fund is to record the financial transactions of the District's self-insured health and dental plans. No Board action was required at this meeting.
4. General Fund Budget Preview.
Superintendent Richardson and Superintendent-Elect Dr. Matt Hillmann provided a brief preview of the General Fund Budget issues facing the District as the 2016 Legislative Session draws to a close. Dr. Richardson provided information about the proposed \$55 million in budget cuts and over 100 staff layoffs across the Twin Cities for 2016-17 and reviewed the ongoing impact the Special Education and English Learner shortfalls (cross subsidies) that must be paid for through each district's General Fund. He also discussed the ongoing failure of the Legislature to provide inflationary funding increases and the need for districts to continue to increase operating levies to offset part of funding shortfall. Based on our best projections, Dr. Hillmann shared the impact of potential legislative funding and expenditure decisions on the District's fund balance over the next few years and possible District responses to maintain financial stewardship.
5. Positive Attention and Learning Support Staffing.
Elementary administrators provided the Board with more detailed information on the proposed staffing that would support students, staff and families in addressing social/emotional behavior and mental health issues. Potential costs were also discussed. A proposal will be brought to the May 23rd meeting for the Board's consideration.
6. Caseload/Workload for Special Education Teachers – Clerical Support.
Director of Special Services Cheryl Hall discussed the first step in addressing special education workload issues through the implementation of a clerical support model that would remove the logistical requirements for scheduling and coordinating the variety of IEP and case management meetings from teachers, which would allow teachers more time for working with students and staff. The proposal provides for hiring clerical support staff for a 1-year pilot to determine the effectiveness of this model. Funding would come from the General Fund, so that if this pilot does not prove to be effective, maintenance of effort rules would not apply.

VII. Superintendent's Report

A. Items for Individual Action

1. Required Additional Special Education Teaching Staff.

On a motion by Stratmoen, seconded by Hardy, the Board unanimously approved the hiring of two Early Childhood Special Education Teachers and one K-12 special education teacher For the 2016-17 school year.

B. Items for Consent Grouping

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

1. Personnel Items.

a. Appointments.*

1. Cory Callahan, Spring Weight Room Assistant at the High School beginning 5/6/2016 – 06/08/2016; \$14.75/hour paid from Summer Weight Room General Fund.
2. Sydney Carlson, Temporary Summer PLUS Student Site Assistant at Bridgewater Elementary for up to 6 hours/day (M-Th) beginning 06/16/2016 – 08/04/2016; \$9.00/hour.

3. Dillon Cathro, Temporary Summer BLAST Site Assistant for up to 6 hours/day (M-Th) at the Middle School/Carleton College beginning 06/16/2016 – 08/04/2016; \$12.19/hour.
 4. Hunter Grobe, Temporary Summer PLUS Student Site Assistant at Bridgewater Elementary for up to 6 hours/day (M-Th) beginning 06/16/2016 – 08/04/2016; \$9.00/hour.
 5. Bergen Hoff, CS Recreation Staff beginning 04/25/2016 – 05/31/2016; Soccer Staff \$9.00/hour, Soccer Supervisor \$10.00/hour, General Rec Staff \$9.00/hour.
 6. Aurora Kubach, 1.0 Special Education Teacher-SLD at the High School beginning 08/29/2016; MA, Step 8.
 7. Catherine Lovrien, .4 FTE School Social Worker at CVSEC-Sun Program (Northfield site) beginning 08/29/2016; BA, Step 0 (pending issuance of MN License).
 8. Jodie Rud, 1.0 FTE Long-Term Substitute Third Grade Teacher at Sibley Elementary beginning 08/29/2016 – 06/06/2017; BA, Step 1 (2016-2017).
- b. Increase/Decrease/Change in Assignment.
1. Correction: David Piper, Special Education Teacher at the Middle School, add Summer Maintenance Worker for the District Building & Grounds for 8 hours/day beginning 06/13/2016 – 08/31/2016; \$13.75/hour. (correction from BW to MS)
 2. Rich Guggisberg, Third Grade Teacher, add Targeted Services Summer PLUS Teacher at Bridgewater for up to 3 hours/day beginning 06/16/2016 – 08/04/2016; Year 1, \$27.11/hour.
 3. Jamie Moyer, ASD/DCD Special Education Teacher at GVP, change to ASD/SLD Special Education Teacher at Bridgewater beginning 08/29/2016.
 4. Ellen Mucha, One Act Play Director (1/2 stipend), change to One Act Play Director Full Stipend beginning 05/04/2016.
 5. Geoff Staab, Assistant Wrestling Coach, change to Head Wrestling Coach at the HS beginning 04/29/2016; Level A, Step 7.
- c. Leave of Absence.
1. Amanda Tracy, High School Spanish Teacher, .2 FTE Leave of Absence for 2016-2017 school year. Amanda will remain at .6 FTE for the 2016-17 school year.
 2. Kimbra Dimick, Family/Medical Leave of Absence beginning on or about 10/18/2016 and will continue for 12 work weeks.
 3. Katherine Woodstrup, Family/Medical Leave of Absence beginning 05/03/2016 and is anticipated to continue through 05/13/2016.
- d. Resignations / Retirement / Termination.
1. Troy Cohrs, Co-Advisor One Act Plays, resignation effective 03/01/2016.
 2. Shannon Gordon, Dance Team Coach, resignation effective 04/12/2016.
 3. Erica Hubers, Educational Assistant, resignation effective 05/02/2016.
 4. Lorraine Linehan, Child Nutrition Associate, resignation effective 05/13/2016.
 5. Lauren Murtha, Educational Assistant, resignation effective 06/08/2016.
 6. Ryan Pietsch, 7th Grade Football Coach, Assistant Girls Hockey Coach, resignation effective 03/10/2016.
 7. Cynthia Samuelson, Technology Specialist, retirement effective 09/01/2016.
 8. Darrell Sawyer, Assistant Boys Basketball Coach, resignation effective 03/07/2016.
 9. Lillian Schneyer, Temporary Summer BLAST Site Assistant, declined position 5/3/2016.
 10. Ryan Trotman, EarlyVentures Teacher, termination effective 05/02/2016.
- e. Advancement of Licensed Staff to Tenure Status 2016-17
Swan McDonald, Eric, DeVries, Sara, Bothun, Stefanie, Ackerman, Ann, Malecha, Tiffany, Dimick, Kimbra, Moyer, Jamie, Clarey, Alisha, Timerson, Bridget, Berg-Wall, Matthew, Spitzack, Joshua, Ousley, Paul, Nelson, Karen, Kuehl, Heather, Hebzynski, Kelly, Hanson, Inger, Wacholz, Maren, and Sasse, Anita

Advancement of Licensed Staff to Third Year Probationary Status

Scoville-Riazi, Chris, Schultz, Micah, Nohava-Hall, Erin, Lanza, Suzanne, Faust, Tyler, Phenow, Dustee, Rubin, Anna, Kruse, Angela, Bolton, Susan, Casson, Kathleen, Taylor, Daniel, Brush, Erin, Schlossin, Rachael, Ness, Erica, Sweeney, Allison, and Craft, Kristen

Advancement of Licensed Staff to Second Year Probationary Status

Murry, Taylor, Trotman, Ellen, Hetzel, Sheila, Maley, Carley, Thompson, Kari, Korynta, Marcy, Balow, Tyler, Pfeiffer, Elizabeth, Van Sickle, Sarah, Campbell, Anne, and Rud, Jodie

* Conditional offers of employment are subject to successful completion of a criminal background check and pre-work screening (if applicable)

**Hourly rate of pay is subject to change upon settlement of 2016-2018 EA employee agreement

VIII. Items for Information

1. School Board Policy 560, Memorials – First Reading.

The proposed policy includes guidance for responding to the unfortunate loss of a member of the school community. The District recognizes such a loss has a great impact on students, staff, and families. The intent of the policy is to provide clarity of process for administrators to follow during these very difficult circumstances. Board members provided feedback. The Board will be asked to take action on Proposed Policy 560, Memorials, at its May 23rd meeting.

2. Enrollment Report – May 2016.

3. Upcoming Dates:

Retirement Celebrations for Dr. Richardson.

Community and School District Staff:

Tuesday, May 31 – 5 to 8 PM; Program at 6 PM, Weitz Center (3rd St E)

School District Staff:

Wednesday, June 1 – 3:30 to 5 PM; Program at 4 PM, Northfield High School Upper Cafeteria

Area Learning Center Graduation

Thursday, June 2: 7:00 PM, High School Auditorium

High School Graduation

Sunday, June 5: 2:00 PM, Memorial Field

IX. Future Meetings

Monday, May 23, 2016, 7:00 PM Regular School Board Meeting, Northfield High School Media Center

Monday, June 13, 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 10:02 PM.

Noel Stratmoen
School Board Clerk