

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
May 23, 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, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. Colangelo was absent.
- II. Agenda Changes / Table File
The table file was added.
Hardy moved to amend the agenda to include “Secondary Music Staffing.” The motion failed for lack of a second.
- III. Public Comment
Twenty parents, students and community members spoke in opposition to the secondary music staffing for the 2016-2017 school year. They asked the Board to reconsider administrative decisions regarding the allocation of FTE in the secondary music program.
- IV. Approval of Minutes
On a motion by Quinnell, seconded by Bogott, minutes of the Regular School Board meeting held on May 9, 2016, were unanimously approved.
- V. Announcements and Recognitions
 - The 6th annual Latino (And Friends) Play Festival is in progress. Remaining performances are on May 27 and 28 at the Northfield Arts Guild Theater. A donation of \$15 is suggested with all proceeds going to NHS performing arts class.
 - Congratulations to the Middle School for being named a 2016 Sustained Exemplar PBIS School by the Minnesota Positive Behavioral Interventions and Supports (PBIS) State Leadership Team. This is a great indicator of consistency and diligence. Northfield Middle School will be featured on the PBISMN website and will receive a Certificate of Recognition during the Annual Minnesota PBIS Institute on June 21-22 at the Minnesota Department of Education.
 - Congratulations to Middle School and High School Industrial Technology Teacher Steve Taggart. The Don Wendel Horace Mann Insurance Agency is fully funding a project that he submitted to the “Donors Choose” program. “Donors Choose” is a crowd funding site for educational purposes. The Agency purchased 3 Sphero Robots that he will be using in his Middle School Robotics course next year. The robots will allow him to teach a block-based programming language with an app on the students’ iPads. Robots are a great way to teach problem-solving, critical thinking, collaboration, communication and creativity.
 - A profile on the Greenvale Park Community School has been published on the national Afterschool Alliance website.
 - In September 2014, Northfield Public Schools – as the lead agency in a consortium of Rice County schools – was awarded \$81,000 from the Substance Abuse & Mental Health Services Administration of the Federal Government. The grant was intended to provide Youth Mental Health First Aid training to school personnel and community members. The initial goals of the grant was to train 10 instructors of Youth Mental Health First Aid and train 325 school personnel and community members as “First Aiders”. We are very pleased to report some really impressive statistics. So far, 14 instructors have been trained, of which half are school personnel. At least 150 Northfield Public Schools employees have received the Youth Mental Health First Aid training and 1,967 youth have been referred to some form of mental health services by “First Aiders” since the start of the grant through March 31.
 - The Career and Technical Education (CTE) Booster Club, led by John Stenz and Heather Poush from FORCE America, executed Northfield’s largest career exploration event for youth on May 17. Over 35 local employers and well over 500 students in grades 7 through 12 participated in this year’s Business and Technical Trades Career Exploration Day. Through interactive displays, presentations from professionals, and conversations with representatives from local 2-year colleges, youth gained a better understanding of the many career options that exist and the pathways to get there. A huge thanks for making the event such a success goes to John Stenz and his FORCE

America team; Mark Woitalla and Steve Taggart; the administration and teachers at the Northfield Middle and High School; and the enthusiasm of Northfield's employer community!

VI. Items for Discussion and / or Reports

1. District Educational Program Advisory Committee (DEPAC) Goals for 2016-2017.

Kyle Wilkomm, Chair of the District Educational Program Advisory Council (DEPAC), shared the recommended goals that were developed by this committee of community members, parents, teachers, and administrators. A student representative will be added for the 2016-17 school year to comply with the World's Best Workforce requirements. DEPAC's responsibilities include reviewing district data and information and crafting broad district-wide goals. The DEPAC goals are used to guide buildings' school improvement plans and the PLCs as they develop and write their SMART goals. DEPAC's goals for 2016-2017 are as follows:

Assessment: To support the ongoing measurement of student growth, Northfield Public Schools will: (1) Partner with community agencies that serve students by providing meaningful data support emphasizing key transitions young people make on the "cradle to career" continuum. (2) Develop a comprehensive formative assessment framework within each Professional Learning Community.

Teaching and Learning: To meet the specific needs of all learners and improve student achievement, Northfield Public Schools will: (1) Develop and implement continuous, accurate, and separate measurements of each student's progress toward academic mastery, work habits, and behavior standards. (2) Utilize assessment data to guide programmatic and instructional decisions. (3) Collect and implement best practices, collaborate and share successes, challenges and strategies.

Student Support Services: To ensure student engagement, connectedness and success, Northfield Public Schools will: (1) Implement and evaluate a multi-tiered system of academic and behavioral interventions. (2) Integrate practices and services for social emotional learning and children's mental well-being.

2016-2017 General Fund Budget.

The General Fund budget was presented by Val Mertesdorf, Director of Finance, including the assumptions and parameters for revenues and expenditures used for development of this budget. To summarize: There will be a deficit budget for 2016-2017, but the history of stewardship in our District softens the impact and allows us to deficit spend \$1.7 million because of a healthy fund balance. Continued lack of adequate state funding will necessitate reductions in programs and staff. Having to make those reductions in 2017-2018 far exceeds the promise of three to four years without budget reductions that was made during the 2011 operating referendum campaign. No action is required on the budget until the June 13, 2016, Board meeting.

VII. Superintendent's Report

A. Items for Individual Action

1. Proposed 2016-2017 Capital and Facilities Budget.

On a motion by Iverson, seconded by Hardy, the Board unanimously approved the proposed 2016-17 Capital and Facilities Budget as follows:

	<u>Revenues</u>	<u>Expenditures</u>
Capital & Facilities Budget	\$2,650,111	\$2,542,450

2. Positive Attention and Learning Support Staffing.

Iverson moved and Bogott seconded to amend the motion to include the elimination of items e and f in the funding proposal section of the program proposal dated May 19, 2016, and instead fund 0.5FTE from the General Fund. To be eliminated from the funding proposal: e. Eliminate the Director of Administrative Services. f. Use a portion of the savings from the elimination of the Director position to fund the remaining 0.5 FTE PALS staff. Motion carried on a five to one vote. (Hardy voted 'no.')

On a motion by Bogott, seconded by Stratmoen, the Board unanimously approved the hiring of 3.0 FTE Positive Attention and Learning Support (PALS) staff for the 2016-17 school year using the funding approach provided in the program proposal dated May 19, 2016, except for the elimination of the Director of Administrative Services position. Instead fund 0.5 FTE from the General Fund.

The Board advised administration that the evaluation of these positions needs to be more rigorous than what is indicated in the program proposal.

3. Caseload/Workload for Special Education Teachers – Clerical Support.

On a motion by Iverson, seconded by Stratmoen, the Board unanimously approved the hiring of 3.0 FTE Due Process Clerical support staff for a 1-year pilot. These positions will be funded through the General Fund for the pilot year.

4. School Board Policy 560, Memorials.

Bogott moved and Stratmoen seconded to amend the motion to indicate the addition of “student” to the first sentence of the policy, so that the policy reads “the loss of a student member of the school community.” Motion carried.

On a motion by Quinnell, seconded by Hardy, the Board unanimously approved School Board Policy 560, Memorials, as amended.

The Board requested that a similar policy be developed relating to the loss of a staff member of the school community.

B. Items for Consent Grouping

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

1. District Youth Council Membership.

The following students will serve on the District Youth Council during the 2016-2017 school year:

Rising Seniors: Abby Andrade Flores*, Sophie Bernstorff*, Max Heil*, Lars Ripley*, Linda Rosas Balvin*, Gabi Estrada, Gage Hofstad, Dylan Roney, and Benjamin Mohlke.

Rising Juniors: Lexi Dougherty*, Lawson Wheatley*, Berit Hendel, and Alida Dice.

Rising Sophomores: Sam Temple*, Ethan Schaffer and Eyely Baker.

* Denotes current District Youth Council member.

2. Personnel Items.

a. Appointments.*

1. Correction: Kelley Foehrkolb, 1.0 FTE ASD Behavior Consultant for the Northfield District & CVSEC beginning 07/01/2016; change from MA15, Step 13 to MA 30, Step 14 (additional transcripts received).
2. Annette Armstrong, SpecEd Educational Assistant-PCA for 7 hours/day at the Cannon Valley Special Education Cooperative Focus Program (Faribault site) beginning 08/29/2016; Step 6, \$15.95/hour.**
3. Taryn Atchison, TS Summer PLUS Teacher at Bridgewater for up to 2 hours/day (M-Th) beginning 06/16/2016 – 08/04/2016; Year 6, \$27.73/hour.
4. Sierra Barck, Temporary TS Summer PLUS Student Site Assistant at Bridgewater for up to 6 hours/day (M-Th) beginning 06/16/2016 – 08/04/2016; \$9.00/hour.
5. Josh Corbin, Community Services Summer Recreation Intern for CS beginning 05/18/2016 - 8/26/2016; \$13.08/hour.
6. Catherine Craft, Temporary KidVentures Site Assistant at Sibley for 40 hours/week beginning 06/09/2016 – 09/02/2016; \$12.19/hour.
7. Molly Ericksen, 1.0 FTE School Psychologist at Bridgewater beginning 08/29/2016; MA60, Step 11 (2016-17).
8. Melanie Feldhake, Temporary KidVentures Site Assistant at Sibley for 24 hours/week beginning 06/09/2016 – 09/02/2016; \$12.19/hour.
9. Margaret Goldade, 1.0 FTE ECSE Teacher at Longfellow beginning 08/29/2016; MA, Step 3.

10. Leah Grisim, Temporary KidVentures Site Assistant at Sibley for 25 hours/week beginning 06/09/2016 – 09/02/2016; \$12.19/hour.
 11. Alex Hansen, Temporary KidVentures Site Assistant at Sibley for 40 hours/week beginning 06/09/2016 – 09/02/2016; \$12.19/hour.
 12. Sophia Nevin, CS Recreation Staff beginning 05/17/2016 – 08/31/2016 (Aquatics Instructor \$9.00/hour; Aquatics Supervisor \$10.00/hour; Lifeguard \$9.50/hour.)
 13. Joy Serie-Amunrud, Summer PLUS Club Leader at Bridgewater for up to 2 hours/day (M-Th) beginning 06/16/2016 – 08/04/2016; \$19.50/hour.
 14. Tonja Trump, Long-Term Substitute Special Education Educational Assistant-PCA at the High School for 6.75 hours/day beginning 05/18/2016 – 06/08/2016; Step 5, \$15.51/hour. **
 15. Tonja Trump, SpecEd Educational Assistant-PCA for 6.5 hours/day at the Cannon Valley Special Education Cooperative STEP program (Faribault site) beginning 08/29/2016; Step 5, \$15.51/hour. **
 16. Kari Winter, 1.0 FTE ECSE Teacher at Longfellow beginning 08/29/2016; MA, Step 14 (2016-17).
 17. Event Workers – beginning 05/17/2016: Emma Vinella-Brusher, Evan Olawsky, Antonia Piergies and Emma Grizansio.
 18. Jacqueline Braun, 1.0 FTE ASD SUN Teacher at the Cannon Valley Special Education Cooperative SUN program (Northfield site) beginning 08/29/2016; MA, Step 4.
 19. Natalia Romaro, 1.0 FTE Music Teacher at Sibley Elementary beginning 08/29/2016; BA, Step 1.
- b. Increase/Decrease/Change in Assignment.
1. Kathryn Budig, Child Nutrition Associate II at the HS (5.5 hours/day), change to Child Nutrition Associate II at the High School for 7.25 hours/day beginning 05/16/2016.
 2. Peggy Fink, 1.0 SLD Teacher at the High School, change to .8 FTE SLD Teacher at the High School beginning 08/29/2016 – 06/06/2017 (for 2016-17 school year).
 3. Mary Harrity Davidson, .5 FTE PE at the MS, .25 FTE PE at the ALC; change to .5 FTE PE at the MS, .33 FTE PE at the ALC beginning 08/31/2015 (from .75 FTE to .83 FTE).
 4. Annie Kruse, B-5 ECSE Teacher, add overload ECSE B-5 at Longfellow beginning 03/29/2015 – 06/01/2016.
 5. SueAnn Lepinski, Child Nutrition Associate I at the HS (3.75 hours/day; \$15.52/hour), change to Child Nutrition Associate II at the High School for 5.5 hours/day; \$16.52/hour beginning 05/16/2016.
 6. Carolyn Manderfeld, Educational Assistant, add TS Summer PLUS Club Leader at Bridgewater Elementary for up to 2 hours/day (M-Th) beginning 06/16/2016 – 08/04/2016; \$19.50/hour.
 7. Kelli Otting, 1.0 FTE Long-Term Substitute SLD Resource Teacher at Sibley, change to 1.0 FTE SLD Resource Teacher at Sibley beginning 08/29/2016 (ongoing position).
 8. Chris Scoville-Riazi, .5 FTE Art Teacher at the ALC, change to .66 FTE Art Teacher at the ALC beginning 08/31/2016.
 9. Eric Swan McDonald, .5 FTE Science Teacher at the ALC, change to .66 FTE Science Teacher at the ALC beginning 08/31/2016 – 06/08/2016. (1.0 FTE total for 2016-17).
 10. Alissa Jorgenson, Office Generalist Production Room (4 hours/day)/CS Auditorium Tech (4 hours/day), change to CS Auditorium Tech for 4 hours/day beginning 07/01/2016. Office Generalist position eliminated.
 11. Correction: Annie Kruse, B-5 ECSE Teacher, add overload ECSE B-5 at Longfellow beginning 03/29/2016 – 06/01/2016. (change of date from 3/29/15 to 3/29/2016).

- c. Leave of Absence.
 - 1. Justina David, Family/Medical Leave of Absence beginning on or about 08/15/2016 through 11/04/2016. Her estimated return to work date will be 11/07/2016.
- d. Resignations / Retirement / Termination.
 - 1. Deirdre Andrlle, Educational Assistant (CVSEC), declined position 5/11/2016.
 - 2. Melissa Bernhard, Co-Head Gymnastics Coach, resignation effective 5/10/2016.
 - 3. Paul Bernhard, Co-Head Gymnastics Coach, resignation effective 4/29/2016.
 - 4. Lianne Deanovic, Educational Assistant, resignation effective 06/01/2016.
 - 5. Bonnie Klamm, Educational Assistant, retirement effective 06/08/2016.
 - 6. Cheyenne Lax, ECFE Teacher/Parent Educator, resignation effective 07/15/2016.
 - 7. Sara Line, Early Childhood Coordinator, resignation effective 06/30/2016.
 - 8. Deb Seitz, Boys & Girls Swimming & Diving Coach, resignation effective 05/10/2016.
 - 9. Angela Sletten, Educational Assistant, resignation effective 06/08/2016.
 - 10. Thomas P. White, Assistant Wrestling Coach, resignation effective 05/19/2016.

- e. Advancement of Third Year Probationary to Tenure Status for 2016-17
Kelli Otting

Advancement of First Year Probationary to Second Year Probationary for 2016-17
Nicole Gill

- 3. Tentative High School Overnight Trips for 2016-2017.
The memorandum dated May 2016 from High School Principal Joel Leer with the recommendation that the Board approve the list of tentative high school overnight field trips listed for the 2016-17 school year was approved.

* 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. New Superintendent Evaluation Process.
Board Chair Pritchard presented the possibility of changing the evaluation of the superintendent to the process developed by MSBA that is a natural outgrowth of the principal and teacher evaluation. Pritchard will appoint a subcommittee to review the MSBA evaluation process and the District's current evaluation process. Board members who are interested in serving on this subcommittee were asked to contact the Board Chair.
- 2. July 2016 – June 2017 School Board Meeting Schedule.
- 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
- 4. Dundas Dome.
Director of Administrative Services Dr. Matt Hillmann shared information about initial discussions he has had with the owners of the Dundas Dome, a seasonal (November 1-April 30) enclosed athletic facility within the School District.

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IX. Future Meetings

Monday, June 13, 2016, 7:00 PM Regular School Board Meeting, Northfield High School Media Center

Monday, July 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 10:05 PM.

Noel Stratmoen
School Board Clerk