

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

August 8, 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 p.m. 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 by Quinnell, seconded by Bogott, minutes of the Regular School Board meeting held on July 11, 2016, were unanimously approved.
- V. Announcements and Recognitions
 - Fifty incoming seventh grade students had a successful trip to Eagle Bluff July 18-20. While at Eagle Bluff, the Northfield students won two awards: The Eagle Bluff Environmental Learning Center Eagle Eye Award for excellence in conserving our natural resources and the Golden Clean Plate Award for minimizing food waste to less than one pound while in residence at Eagle Bluff. Community Services thanks the following district staff and parent chaperones for assisting with the trip. Northfield School District staff included Tony Seidl, Paula Baragary and Chris O'Neill. Parent chaperones included Michelle Kamen, Molly Halls, and Martin Larson.
 - As of Thursday, August 4, 2016, Noel Stratmoen, Ellen Iverson, Rob Hardy and Fritz Bogott have filed for school board vacancies.
 - Pritchard shared it was exciting to see the excitement and energy at the Summer PLUS program. She shared some of the highlights of the program that was held at Bridgewater Elementary this summer.
- VI. Items for Discussion and / or Reports
 1. Educational Assistants Training Modules.
Director of Special Services Cheryl Hall and Assistant Director of Special Education Lynn Krominga presented a professional development strategy they created for increasing the capacity of Educational Assistants. Members of the team who implemented this strategy have been requested to present it at multiple professional conferences.
 2. Charter School Authorizer Update.
Superintendent Hillmann provided a brief update on the District's role as a charter school authorizer and previewed upcoming steps in the process.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Resolution Relating to the Election of School Board Members and Calling the School Board Election.
On a motion by Colangelo, seconded by Stratmoen, the Board unanimously adopted the Resolution regarding the School Board election to be held on Tuesday, November 8, 2016. This Resolution is the Board authorization necessary to formally establish this year's election process. The official canvass of the election results will be scheduled as an agenda item for the Monday, November 14, 2016, Board meeting.
 2. Northfield Swim Club Agreement – removed from the consent agenda
On a motion by Iverson, seconded by Bogott, the Board approved the agreement with the Northfield Swim Club. This Agreement is for the time period September 1, 2016 to August 31, 2017. Changes

include: (1) update to dates in the agreement; and (2) update of hourly wage for custodial services outside the normal hours of building operation.

The Board directed administration to bring additional information regarding the amount of liability insurance included in the agreement to the August 22, 2016, Board meeting.

B. Items for Consent Grouping

The Northfield Swim Club Agreement was moved to an Item for Individual Action (#2). On a motion by Iverson, seconded by Hardy, the Board unanimously approved the following items listed under the Consent Grouping.

1. Financial Reports – June 2016.

The Board approved paying bills totaling \$2,249,001.26, payroll checks totaling \$5,926,142.53 and the financial reports for June 2016. There were no bond payments made in June 2016.

2. Contract for Translation Services.

The Board approved a ten-month contract with Mar Valdecantos for translation services for the time period August 1, 2016 through June 30, 2017. Total compensation for the ten-month contract will be \$8,250.00.

3. Personnel Items.

a. Appointments.*

1. Correction: Courtney Olson, 1.0 FTE CVSEC EBD Elementary Teacher in Faribault beginning 08/29/2016; change from BA, Step 0 (2016-17) to MA, Step 0. (Additional transcripts received)
2. **Lucy Archibald, Long-Term Substitute Building Nurse at Bridgewater for 8 hours/day beginning 08/29/2016 – 06/07/2017. Step 3, \$29.94/hr-subject to change.
3. Anastazia Badeau, 1.0 Long-Term Substitute Speech Language Pathologist at Greenvale Park Elementary beginning 08/29/2016 – 11/22/2016; MA, Step 6- 60 days.
4. Mark Borene, Special Education Educational Assistant-PCA (SpecEd EA-PCA) at the Cannon Valley Special Education Cooperative in Northfield for 7 hours/day beginning 08/30/2016; CVSEC, Step 1 - \$15.58/hr.
5. Haanah Braun, EarlyVentures Site Assistant at Longfellow for 17.5 hours/week beginning 08/15/2016; Step 2 - \$12.77.
6. Samantha Chlan, 1.0 FTE CVSEC Special Education DCD Teacher at the Cannon Valley Special Education Cooperative in Faribault beginning 08/29/2016; BA, Step 0.
7. Brea Cruce, Child Nutrition Associate I for 3.75 hours/day at the High School beginning 08/30/2016; \$16.27/hr.
8. Megan DeGrood, Early Ventures Teacher at Longfellow for 37 hours/week beginning 8/22/2016. Step1 - \$15.15/hr.
9. Diane Dehnert, .5 FTE Speech Pathologist at the Cannon Valley Special Education Cooperative in Northfield beginning 08/29/2016; MA+30, Step 5.
10. Marlene L. Ernste Reineke, Child Nutrition Associate I for 3.75 hours/day at Greenvale Park Elementary beginning 08/16/2016; \$16.27/hr.
11. **Arleene Gallardo, HR Generalist (Class IV) for 8 hours/day beginning 07/25/2016; Class IV, Step 1, \$17.75/hr – subject to change.
12. **Emily Grote, HR Generalist (Class IV) for 8 hours/day beginning 08/08/2016; Class IV, Step 2, \$18.07/hr, - subject to change.
13. Kristi Hayes, Special Education Educational Assistant-PCA (SpecEd EA-PCA at the Cannon Valley Special Education Cooperative in Northfield for 7 hours/day beginning 08/30/2016; Step 4, \$16.69.
14. Kari Heid, EarlyVentures Teacher at Longfellow for 40 hours/week beginning 08/29/2016; Step 4-\$16.67/hr.
15. Bergen Hoff, CS Recreation Staff beginning 07/13/2016 – 08/31/2016 (Soccer Staff/General Rec \$9.00/hour; Soccer Supervisor \$10.00/hour.

16. Bonnie Johnson, Office Generalist, Class II Due Process Clerical for 7.5 hrs/day beginning 8/29/2016, Class II, Step 2 - \$16.53/hr –Subject to change.
 17. Allison Kopp, 1.0 FTE ASD SUN Teacher at the Cannon Valley Special Education Cooperative in Northfield beginning 08/29/2016; MA, Step 0.
 18. Joseph Larscheid, Special Education Educational Assistant-PCA (SpecEd EA-PCA) at the Cannon Valley Special Education Cooperative in Northfield for 7 hours/day beginning 08/30/2016; CVSEC, Step 4 - \$16.69/hr
 19. Rebecca Lorang, 1.0 LTS EL Teacher at the Middle School beginning 08/29/2016 – BA 60, Step 0.
 20. Kimberly McMillian, General Education Educational Assistant (GenEd EA-Instructional) at the High School for 7 hours/day beginning 08/30/2016; General Ed, Step 3 - \$15.19/hr.
 21. Rachel Morrison, 1.0 FTE School Social Worker at Greenvale Park beginning 08/29/2016; BA, Step 0.
 22. Kelly Piker, Assistant JV Volleyball Coach at the High School beginning 08/16/2016; Level E, Step 5 (5-1).
 23. Elizabeth Quigley, Early Ventures Teacher for 40 hours/week at Longfellow beginning 8/22/2016. Venture Teacher, Step 1 - \$15.15/hr.
 24. Taylor Rahman, EarlyVentures Teacher for 40 hours/week at Longfellow beginning 08/29/2016; Ventures Teacher, Step 2 - \$15.66/hr.
 25. Melissa Roth , 1.0 FTE CVSEC Special Education DCD Teacher at the Cannon Valley Special Education Cooperative in Faribault beginning 08/29/2016; BA, Step 5 – Subject to change to obtaining a variance.
 26. Melissa Shepherd, 1.0 FTE Fourth Grade Teacher at Bridgewater beginning 08/29/2016; BA, Step 2.
 27. Nichole Spicer, Special Education Educational Assistant-PCA (SpecEd EA-PCA) at the Cannon Valley Special Education Cooperative in Faribault for 7.0 hours/day beginning 08/29/2016; CVSEC EA, Step 1, - \$15.58/hr.
 28. Alexander Gerdes, Part time Asst. Boys Soccer Coach 9th Grade at the HS, beginning 8/15/2016-11/3/16; Level F, Step 1.
 29. Cullen Hauck, Part time Aquatics, beginning 6/20/2016 – 7/21/2016; ; Lifeguard-\$9.50/hr – Swim Aide \$9.00/hr (\$10/if class lead).
 30. Melvin Miller, part time Sup. EA/Door Greeter 5hr/day at the HS beginning 9/6/2016-6/6/2017; Gen Ed, Step 1 \$14.52/hr.
 31. Devin T Walker, 7th Grade Football Coach at the MS beginning 8/29/2016-10/19/2016; level C \$14.00/hr.
- b. Increase/Decrease/Change in Assignment.
1. Kayla Ballstadt, Temporary CNA 1 at MS, change to CNA 1 at MS beginning 7/26/2016.
 2. Kathy Beck, SpecEd EA-PCA at Greenvale Park for 3.5 hours/day ending 08/04/2016, change to SpecEd-PCA at Greenvale Park for 6.75 hours/day (5 days/week) beginning 08/30/2016.
 3. Laura Berdahl, Community School Co-Coordinator 30 hrs/wk and 45 wks/yr, change to 40 hrs/wk and 43 wks/yr beginning 7/1/2016.
 4. Allyson Bernstorf, ESY SpecEd EA-PCA at the Middle School for 3.5 hours/day, add ESY Bus PCA at the Middle School for up to 8 hours/week beginning 07/11/2016 – 08/04/2016.
 5. Tim Biegert, Industrial Tech Teacher (.8 FTE at the HS; .2 FTE at the ALC), change to 1.0 FTE at the High School beginning 08/29/2016.
 6. Shari Bridley, ECSE SpecEd EA-PCA at Longfellow for 35 hours/week, decrease to 32.5 hours/week beginning 8/30/2016.
 7. Laura DeGroot, Weight Lifting Team Coach at High School, add to High School Weight Room Assistant (Fall) beginning 8/15/2016 – 11/13/2016; Level K, Step 3.
 8. Teresa Findlay EA PCA at MS for 6.75 hrs/day, change to Office Generalist, class II, Due Process Clerical for 7.5 hrs/day beginning 8/29/16. Class II, Step 1, - \$16.20/hr.
 9. Emileana Graupmann, Social Studies Teacher, add Assistant Boys/Girls Cross Country Coach at the High School beginning 08/15/2016 – 11/05/2016; Level G, Step 1.

10. Cecelia Green, Concessions Manager at the High School (Activities) for the 2016-17 school year; \$1,550 Stipend, change to \$2,050 for 2016-17.
11. Amy Hales, SpecEd EA-PCA at Bridgewater for 6.75 hours/day ending 06/08/2016, change to SpecEd-PCA at Bridgewater for 6.75 hours/day beginning 08/30/2016.
12. Inger Hanson, EL Teacher at the Middle School, change to 1.0 LTS Instructional Coach at Bridgewater beginning 08/29/2016 – 06/07/2017.
13. Jeanne Hanzlik, 1.0 Science Teacher at the High School, add Homebound Instruction at the High School for up to 15 hours beginning 5/26/2016.
14. Karna Hauck, Art Teacher at the High School (.9 FTE at the High School-Semester 1; 1.0 FTE at the HS-Semester 2), change to .6 FTE Art at the HS; .165 FTE at the ALC for Semester 1 (.765 FTE), and .8 FTE at the HS; .165 at the ALC for Semester 2 (.965 FTE) effective 08/29/2016.
15. Mara Hessian, SpecEd EA-PCA at Bridgewater for 6.75 hours/day ending 06/08/2016, change to SpecEd EA-PCA at Bridgewater for 6.75 hours/day beginning 8/30/2016 with no ending date.
16. Robyn Jessen, SpecEd EA at Greenvale Park for 6.75 hours/day, change to SpecEd EA-PCA at Greenvale Park for 6.75 hours/day beginning 08/30/2016.
17. Betty Kline Cust. Engineer at Sibley, Change to Head Custodian at Greenvale Park beginning 8/8/2016. Step 3 - \$22.29/hr.
18. Richelle Kruger, ESY SpecEd EA-PCA at the High School for 3.5 hours/day, add ESY Bus PCA 2 hrs./day for 16 days at the HS and .75 hrs./day for 8 days at Sibley beginning 07/11/2016 – 08/04/2016.
19. Richelle Kruger, Educational Assistant at the High School, add Camp Friends Staff at CS beginning 07/27/2016 – 08/18/2016; \$15.51/hour (*subject to change with 2016-18 agreement).
20. Beth Kuyper, ESY SpecEd EA-PCA at the High School for 3.5 hours/day, add ESY Bus PCA for up to 4 hours/week beginning 07/11/2016 – 08/04/2016.
21. Anne Larson Teacher at GVP, add Targeted Services Summer PLUS Teacher at Bridgewater beginning 7/26/2016.
22. Yolanda Lokken, ECSE SpecEd EA-PCA at Longfellow for 28.5 hours/week, increase to 31.25 hours/week beginning 8/30/2015.
23. Kathryn Lozada, Community School Co-Coordinator 30 hrs/wk and 47 wks/yr, change to 40 hrs/wk and 43 wks/yr beginning 7/1/2016.
24. Kristy Malecha, SpecEd EA at Greenvale Park for 7 hours/day, change to SpecEd EA-PCA at Greenvale Park for 6.75 hours/day beginning 08/30/2016.
25. Caroline Manderfeld, SpecEd EA-PCA at Sibley for 7.08 hours/day, change to SpecEd EA-PCA at Middle School for 6.75 hours/day beginning 08/30/2016.
26. Beth McClune, ESY SpecEd EA-PCA at Sibley for 3.5 hours/day, add 4-4.5 hours/week ESY Bus PCA at Sibley beginning 07/11/2016 – 08/04/2016. \$17.45/hr.
27. Beth McClune, Educational Assistant at the Middle School, add Camp Friends Staff at CS beginning 07/27/2016 – 08/18/2016; \$17.45/hour (*subject to change with 2016-18 agreement).
28. Joan McGorry, ECSE SpecEd EA-PCA at Longfellow for 31.75 hours/week, change to ECSE SpecEd EA-PCA (9.75 hours/week)/GenEd ECSE EA (6.5 hours/week) at Longfellow beginning 8/30/2016.
29. Kim Medin, SpecEd EA-PCA at the Middle School for 6.75 hours/day ending 06/08/2016, change to SpecEd EA-PCA at the Middle School for 6.75 hours/day beginning 8/30/2016 with no ending date.
30. Jacqueline Meyer, ESY SpecEd EA-PCA for 3.5 hours/day, add 2 hours/day for 16 days, .75 hours/day for 8 days, and 1.5 hours/day for 8 days beginning 07/11/2016 – 08/04/2016.
31. Keith Nohava, Head Custodian at Greenvale Park, change to Head Custodian at the High School beginning 08/01/2016.
32. Debbie O'Meara, SpecEd EA-PCA at Greenvale Park for 7 hours/day, change to SpecEd EA-PCA at Greenvale Park for 6 hours/day beginning 08/30/2016.
33. Deb Pack, ESY SpecEd EA-PCA at the High School, add .75 hours/day (up to 4 hours/week) ESY Bus PCA at the High School beginning 07/11/2016 – 08/04/2016.

34. Ryan Pietsch, PE Teacher/Head Softball coach at SB/HS, add 6th grade Football Coach at the MS beginning 9/6/2016 – 10/19/2016; Level J, Step 7.
 35. Teri Quint, SpecEd EA-PCA at Middle School for 6.5 hours/day, change to SpecEd EA-PCA for 6.5 hours/day (3.25 hours/day at Middle School and 3.25 hours/day at High School) beginning 08/30/2016.
 36. Sara Redetzke, SpecEd EA-PCA at the Middle School for 6.75 hours/day with end date of 06/08/2016, change to SpecEd EA-PCA at the Middle School for 6.75 hours/day beginning 08/30/2016 with no ending date.
 37. Deb Seitz, Special Education Teacher at the Middle School, add Homebound Instruction at the Middle School for up to 15 hours beginning 5/31/2016.
 38. Jennifer Severson, SpecEd EA-PCA, add SpecEd Bus EA-PCA (MSAB Route) for up to 9 hours/week beginning 07/11/2016 – 07/22/2016.
 39. Pilar Sullivan, ECSE SpecEd EA-PCA at Longfellow for 31.5 hours/week, change to ECSE SpecEd EA-PCA (23.75 hours/week)/GenEd ECSE EA (6.50 hours/week) at Longfellow beginning 8/30/2016.
 40. Lisa Williams, ECSE SpecEd EA-PCA at Longfellow for 31.25 hours/week, decrease to 30.25 hours/week beginning 8/30/2016.
 41. Leanne Fricke, Assistant Girls Gymnastics Coach at Northfield Gymnastics Club, change to Head Girls Gymnastics Coach beginning 11/14/2016-2/25/2017; Level A, Step 8.
 42. Debra Pack, ESY SpecEd EA-PCA at the High School, add Camp Friends Staff at CS beginning 08/08/2016 – 08/18/2016.
- c. Leave of Absence Requests.
1. Melody Leidall, Bridgewater School Nurse, Unpaid Leave of Absence for the 2016-17 school year.
 2. Donna Hall Family/Medical Leave of absence beginning 8/04/2016 – approximately 8/31/2016.
- d. Resignations/Retirements.
1. Tony Daza, Middle School Boys Soccer Coach, resignation effective 07/13/2016.
 2. Lindsay DeMartino, CVSEC Office Support Northfield, resignation effective 8/03/2016.
 3. Mishia Edwards, SpecEd EA-PCA at the CVSEC SUN Program (Northfield site); declined - unable to accept position.
 4. Dana Gearing, 3rd grade teacher at Greenvale Park, resignation effective August 1st, 2016.
 5. Mary Graue, Kid Ventures Site Assistant, resignation effective 08/02/2016.
 6. Mariaclara Kell, Instructional Educational Assistant at the Middle School, resignation effective August 1, 2016.
 7. Cory Miller, Assistant Boys Hockey Coach, resignation effective 07/12/2016.
 8. Ellie Panek, Educational Assistant, resignation effective 07/22/2016.
 9. Cale Steinhoff, Assistant Boys Soccer Coach (9th), resignation effective 07/10/2016.
 10. Emily Zimmer, Northfield High School yearbook Advisor, Resignation effective 08/04/2016.
- e. The Board approved the following:
- Policy covering wages, working conditions and fringe benefits of Community Services Coordinators for the period extending July 1, 2016 through June 30, 2018.
 - Policy covering wages, working conditions and fringe benefits of Technology Employees for the period extending July 1, 2016 through June 30, 2018.
 - Wages for District Substitutes for the period extending July 1, 2016 through June 30, 2018.
- f. Community Services Recreation Department Payroll Scale.
The Board approved the following updated payroll scale for recreation employees effective August 1, 2016 – May 31, 2017.
- | | | |
|--------------------------------------|---------------------|-------------------|
| Recreation Starting Wage | From: \$9.00 + exp. | To: \$9.50 + exp. |
| Recreation Starting Wage (Lifeguard) | From: \$9.50 | To: \$10.00 |
| Recreation Starting Wage (WSI) | From: \$10.50 | To: \$11.00 |

Recreation Starting Wage (Supervisor/Class Lead)	From: \$10.00	To: \$10.50
Annual Increase Allocation Per Staff	From: 0.25	To: No change

Aquatic Supervisors/Class Leads may not be allocated an increase of any amount unless a WSI certification is obtained.

* 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 employee agreement.

VIII. Items for Information

1. Filing for School Board is August 2-16 from 8 AM to 4:30 PM in the District Office. On the last day of filing, August 16, filing will be accepted until 5:00 PM. As of the mailing of this packet on Thursday, August 4th, Noel Stratmoen and Fritz Bogott have filed for School Board.

IX. Future Meetings

Monday, August 22, 2016, 7:00 PM Regular School Board Meeting, Northfield High School Media Center
Monday, September 12, 2016, 7:00 PM Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Bogott, the Board adjourned at 7:54 p.m.

Noel Stratmoen
School Board Clerk