

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for October 10, 2016, Regular School Board Meeting

VII. Superintendent's Report

B. Items for Consent Grouping

1. Personnel Items

a. Appointments*

11. Charlie Cloud Assistant Boys Hockey Coach for 3 hrs/day at the High School beginning 11/14/2016-3/11/2017; Level E, Step 1.
12. Melissa Fischer Educational Assistant-PCA for 7 hrs/day at CVSEC-SUN beginning 10/10/2016; CVSEC Step 1, \$15.58/hr.
13. *Rebecca Maxwell Bender Educational Assistant-PCA for 7 hrs/day at CVSEC-Alex beginning 10/10/2016; CVSEC Step 2, \$15.92/hr.
14. Elizabeth McColley Educational Assistant-PCA for 7 hrs/day at CVSEC-Alex beginning 10/10/2016; CVSEC Step 2, \$15.92/hr.
15. Sarah Moyer Special Education EA-PCA for 6.92 hrs/day at Greenvale Park beginning 10/17/2016; Special Ed Step 1, \$15.08/hr.
16. Amelia Wendt Educational Assistant-PCA for 7 hrs/day at CVSEC-STEP beginning 10/10/2016; CVSEC Step 2-\$15.92/hr.
7. Teri Quamme's Recommendation for Employment was omitted from the packet. It is now attached.

b. Increase/Decrease/Change in Assignment

9. Nives Bakic' Special Ed EA-PCA at the MS, add Bus EA-PCA for 3.35 hrs/wk District Wide beginning 9/19/2016-6/07/2017.
10. Ellen Haefner Parent Educator at Community Services, add Early Childhood Dental Network beginning 10/7/2016; \$2,500 Stipend. (Grant Funded)
11. Pamela Hanson EA- Spec Ed Job Coach at the High School, change to 1.0 FTE General Education Teacher at CVSEC-Alex beginning 9/29/2016; BA, Step 0.
12. Jacque Ims Psychologist at Greenvale Park, add Targeted Services PLUS Teacher for 1.25 hrs/day Mon.-Thur. at Greenvale Park beginning 10/3/2016-5/04/2017.
13. Kathy Lansing Educational Assistant at Longfellow, add an additional ECFE Class Friday's from 9:30 a.m.-10:45 a.m. at Longfellow beginning 10/2/2016-12/9/2016.
14. Rhea Mehrkens Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 5 hrs/wk Mon.-Thur. beginning 10/6/2016-5/26/2017.
15. Jennifer Theis EBD Teacher at CVSEC-Alex, add Teacher Mentor at CVSEC-Alex beginning 10/03/2016-6/06/2017; \$750 Stipend.

d. Leave of Absence

1. Sheila Hetzel Teacher at Greenvale Park, Family and Medical Leave beginning on or about 2/2/2017 until the end of the 2016-17 school year.

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

2. Grant Application.

Greenvale Park Principal Dave Craft is requesting School Board approval of a \$17,000 grant request to Northfield Shares Community Foundation. If received, this grant would fund the second Greenvale Park Community School co-coordinator's salary.

Grant Application Approval Form

Date October 10, 2016

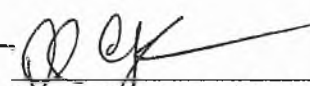
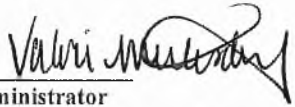
Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the School Board before the proposal is submitted. This form will accompany all requests to the School Board and will be filed along with a copy of the completed grant proposal. All proposals must:

- Support the District's mission and goals.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District, if required.

Grant Proposal Information	
Project Title	Greenvale Park Elementary School
Project Period	From: 01/01/2017 To: 06/30/2017
Funding Source	Northfield Shares Community Foundation
Application Deadline	October 15, 2017
List all Grant Applicants	David Craft, Principal; Laura Berdahl and Kathryn Lozada, Greenvale Park Community School Co-Coordinator
School/Department	Greenvale Park Elementary School
Contact Person	David Craft, Principal Phone No. (507) 645-3500
Project Information	
Brief Proposal Description	Approximately 80% of Greenvale Park Community School is funded by a 21 st Century Grant from the Minnesota Department of Education (MDE). The grant from MDE funds one of the two community school co-coordinator's salary. Our grant request to Northfield Shares is to fund the second Greenvale Park Community School co-coordinator's salary.
Project Goal (in one Sentence)	We have three major goals for Greenvale Park Community School including: <ol style="list-style-type: none"> 1. Increased student attendance and participation in community school. 2. Improved student academic performance. 3. Meet retention numbers (i.e. the number of youth attending 30+ times).
List All Personnel Involved in Application	David Craft, Principal; Laura Berdahl and Kathryn Lozada, Greenvale Park Community School Co-Coordinator
Budget Information	
Amount Requested	\$17,000.00
Matching Funds	<input type="checkbox"/> Are Required <input checked="" type="checkbox"/> <u>Not Required</u>
Source of Matching Funds	Not Applicable.

Required Documents Attached: Completed Application Rough Draft Summary of Application

Project Initiator Signature _____



 Building Principal or District Administrator
 Signature

Approved by the School Board Not Approved by the School Board Date _____

Northfield Shares Grant Application Information

Date of Application October 11, 2016

Organization Information

Name of Organization

Greenvale Park Elementary School

Street Address

700 Lincoln Parkway
Northfield, Minnesota 55057

Phone (507) 645-3500

Website <http://northfieldschools.org/greenvale/>

Employer Identification Number (EIN) 41-6008327

Is your organization an IRS 501(c)(3) not-for-profit? No

If not, what is your fiscal agent? Northfield Public Schools ISD 659 is granted its non-profit/tax exempt status by the Minnesota state constitution.

Contact Person Mr. David Craft

Title Principal

Phone (cell or other) (507) 649-0170

Email Address DCraft@northfieldschools.org

Proposal Information

Project Title Greenvale Park Community School

Project Starting Date January 1, 2017

Project Ending Date September 30, 2017

Amount Requested from Northfield Shares \$17,000

Total Project Budget \$115,908

Project Summary

(Briefly describe your project including the population served. Please limit to 250 words.)

A community school is both a place and a set of partnerships between the school and other community resources. Using public schools as hubs, community schools bring together many partners to offer a range of support and opportunities to children, youth and families. The integrated focus on academics, health and social services, youth and community development, and community engagement, leads to improved student learning, stronger families and healthier communities. More than 35 community partners are actively involved in the Greenvale Park Community School. Approximately 80% of Greenvale Park Community School is funded by a 21st Century Grant from the Minnesota Department of Education (MDE). The grant from MDE funds one of the two community school co-coordinator's salary. Our grant request to Northfield Shares is to fund the second Greenvale Park Community School co-coordinator's salary from July 1, 2016 – June 30, 2017.

Grant Application Questions

Program Narrative

a. Statement of Purpose

What started as a simple conversation in November 2012 about the needs of students and families at Greenvale Park Elementary School has become Northfield, Minnesota's first community school.

A community school is both a place and a set of partnerships between the school and other community resources. Using public schools as hubs, community schools bring together many partners to offer a range of support and opportunities to children, youth and families. The integrated focus on academics, health and social services, youth and community development, and community engagement, leads to improved student learning, stronger families and healthier communities.

Greenvale Park Community School provides enrichment for youth. This encourages all students to participate in active, innovative, creative, problem-solving activities that are key to academic success. The school has become a hub for family and community activity in the afterschool hours.

Transnational communities by definition are migrant populations living in a country other than their country of origin, but with strong ties to their home country. The surrounding community of Greenvale Park has a large rural transnational population, almost exclusively ethnic Mexicans of whom approximately 70% or more come from one common, rural community (Obscuridad) and its vicinity in Veracruz, Mexico. This significantly impacts Greenvale Park, student achievement, and our funding needs. Many Greenvale Park funding needs are associated with achievement gaps and assimilation by the transnational community at Greenvale Park and in the Northfield community.

Greenvale Park has the highest poverty level of all schools in the Northfield Public Schools district. There is a direct correlation between income level and educational achievement. Additionally, the poverty level of Greenvale Park students and families contributes to lower Parent Teacher Organization (PTO) funding availability as compared to other elementary schools in the Northfield Public Schools district.

Our primary goals for Greenvale Park Community School are:

1. Increased student attendance and participation in community school.
2. Improved student academic performance.
3. Meet retention numbers (i.e. the number of youth attending 30+ times).

In 2015 – 2016, we achieved the following and will work to enhance these results in 2017:

1. 2016 Goal: 175 youth attend community school programming; 2016 Actual: 394 youth attended and participated in community school programming which represents 95% of students at Greenvale Park Elementary School.
2. During the 2015 – 2016 school year, more than 90% of the youth participating in community school saw improvement in some student behavior domain, including academic improvements.
3. 2016 Goal: 123 youth attend community school programming 30+ times; 2016 Actual: 177 youth attended community school programming 30+ times.

b. Collaboration

1. In 2016, 499 adults and community members participated in Greenvale Park Community School programming. We anticipate maintaining or even increasing adult and community participation.
2. The success of Greenvale Park Community School is heavily dependent upon volunteers and collaboration with other organizations. 468 volunteers donated their time to a wide variety of programming and 35 community partners offered programming and contributed resources.
3. In 2016, we had multiple financial and in-kind sponsors and donors of Greenvale Park Community School including the Minnesota Department of Education 21st Century Community Learning Centers – Cohort 6 grant, Northfield Shares, Women in Northfield Giving Support (WINGS) "Dare to Dream" award, Rice County Public Health's "Healthy Rice County" initiative and the Northfield Area United Way.

c. Personnel

1. Our success is dependent upon volunteers. Last year we had 468 adults, community representatives and stakeholders participating in community school and delivering programming.

2. A sampling of organizational stakeholders includes Carlton College, Community Action Center of Northfield, HealthFinders Clinic, Northfield Healthy Community Initiative (HCI), Northfield Hospital, Northfield Public Library, Rice County Mental Health Collective and St. Olaf College.
3. Key staff include Dave Craft, Greenvale Park Elementary School principal, Greenvale Park Community School Co-Coordinator Laura Berdahl and Kathryn Lozada; and Zach Pruitt, Northfield Healthy Community Initiative (HCI) executive director.

d. Future

1. At Greenvale Park we prepare children for success in life, beyond a K-12 education, by understanding that diversity is our strength and together we are better.

At Greenvale Park, each student is unique. Some of us have a spark for reading, while others have a kinesthetic skill set. Our uniqueness includes being born right here in Northfield, while others come from different towns and different countries. But when we walk through the front doors at Greenvale Park we are all Geckos. Therefore, Geckos have a great deal in common as well as a uniqueness that provides us with opportunities to learn from one another.

We believe that embracing our uniqueness and sharing our strengths help everyone reach their full potential, not only in academics, but in our humanity as well.

Community school is helping youth to improve academically and also helps youth to develop soft skills through character education. The skills of "character" can have just as strong an influence on academic performance and professional attainment as intellectual factors. At Greenvale Park we prepare children for the 21st-century by emphasizing the skills of (1) Goal Setting, (2) Perseverance and (3) Success through Adversity. We believe grit is essential to the success of all children in an ever changing, fast paced, and technologically advanced society of the future regardless of one's academic ability, socioeconomic status, or cultural background.

While we achieved much success in 2016, community school is an ongoing educational program that will help prepare Greenvale Park Elementary students to become successful employees in the Northfield community and Northfield community leaders in the future.

Project Budget

(Will your project generate and/or leverage other funds and resources in the Northfield area?)

The largest financial sponsors of Greenvale Park Community School in 2015 - 2016 include:

1. 21st Century Grant from the Minnesota Department of Education = \$92,958
2. Northfield Shares Community Foundation = \$16,950
3. Women in Northfield Giving Support Foundation = \$6,000

Additionally, we have applied for and/or will apply for community school funding from the following:

1. RBC Wealth Management, which if approved, would extend community school an additional day during the week. We currently provide community school programming Monday through Thursday weekly. Support from RBC Wealth Management would expand community school to also include Friday programming.
2. We are also developing a grant application for the Sprint Foundation that would fund teaching conflict resolution and family social-emotional character education during Greenvale Park Community School.

(Please provide a comprehensive budget below for this project which lists funds currently available or applied for.)

Item	Description	Amount
Salaries	1 st Co-Coordinator of 21st Century Community Learning Center from July 1, 2016 – June 30, 2017	\$28,500.00
Salaries	2 nd Co-Coordinator of 21st Century Community Learning Center from July 1, 2016 – June 30, 2017	\$17,000.00
Benefits & Payroll Taxes	Co-Coordinator of 21st Century Community Learning Center	\$12,250.00
Trainings/Conferences	Continuous Program Improvement Training	\$884.00
Printing/Publications	Printing, mailing of information, parent communication.	\$1,750.00
Travel	Busing	\$5,400.00
Vehicle Costs	Taxi or Land Voucher Costs	\$2,000.00
Technology (hardware, software, systems)	Laptop Computer for Co-Coordinators	\$1,000.00
Supplies	Curriculum and Program Supplies	\$8,100.00
Non/Licensed/Licensed Support	Assistants, Leaders and Child Nutritionist	\$32,074.00
Evaluation Coordinator	Evaluation Coordinator and Data specialist	\$3,950.00
Indirect Costs	Overhead, Administrative and Miscellaneous costs	\$3,000.00
Total		\$115,908.00

III. Evaluation

Describe your criteria for success.

As outlined earlier in our application, here are our criteria for success:

1. Increased student attendance and participation in community school.
2. Improved student academic performance.
3. Meet retention numbers (i.e. the number of youth attending 30+ times).

How will the success of the proposal be measured/evaluated? Who will be involved in the measurement/evaluation?

Community school has an evaluation team that documents student and family member participation numbers, academic achievement and collection of qualitative stories associated with community school. We use this data to scientifically measure successes and to determine program improvement needs.

The Northfield Public Schools and Northfield Healthy Community Initiative (HCI) work collaboratively on nearly all aspects of the Greenvale Park Community School initiative. The Northfield Public Schools Community Services Director, HCI Executive Director, and Community School Coordinators meet every other week throughout the year to discuss the program, review data, finalize upcoming plans, and troubleshoot any issues that may arise. The Northfield Public Schools coordinate all of the hiring and budget work for the project. HCI staff helps with convening the Advisory Board, plus leading the data tracking, evaluation planning, and reporting efforts. The Greenvale Park Community School initiative is built on this shared leadership model; the project has been very successful in holding true to this concept during its first two years.

Certification

I have read the Northfield Shares Grant Guidelines to which I may be asked to respond in writing or by submitting appropriate forms. I certify that the information contained in this application is true and correct to the best of my knowledge.

Applicant Electronic Signature
First
Last
Date

David Craft
David
Craft
October 11, 2016

