

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Minutes

November 28, 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. No one was absent.
- 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 November 14, 2016, were unanimously approved.
- V. Announcements and Recognitions
  - Northfield Middle School's student-run bookstore, The Tattered Pages, is accepting donations for the upcoming tenth annual Holiday Shopping Extravaganza. The Holiday Shopping Extravaganza kicks off on Friday, December 16.
  - At the November 23rd Staff Appreciation breakfast the Northfield Education Association presented the Teacher of the Year award to Sarah Swan McDonald, High School Social Studies Teacher. Deb Budin received the Education Assistant of the Year award. Gary DeGrote received the Friend of Education award for his volunteer work at Sibley Elementary School.
  - The second annual ThoughtExchange "Join the Conversation" project will launch on Tuesday, November 29 with the "Share" step. It will be open for one week.
  - The 2nd Annual TORCH Poetry Slam will be Friday, December 9 at 7 pm in the auditorium at Northfield High School. It is open to any TORCH students in grades 9-12. There will be generous cash prizes for first through 4th place. This year's celebrity judges are: Guante-National Poetry Slam Champion, Betsy Spethmann-Northfield Hospital, Bree Maki-Office of Senator Al Franken, Rachel Matney-Accelerate Northfield, and Katie Weitz-Weitz Family Foundation.
- VI. Committee Reports.
  - Board members Fritz Bogott, Margaret Colangelo and Ellen Iverson reported on the November 21, 2016, meeting of the District Educational Program Advisory Committee (DEPAC).
  - Board member Rob Hardy provided a report on the November 10, 2016, meeting of the Human Rights Commission.
- VII. Items for Discussion and / or Reports
  1. Summary of Public Hearing regarding the 2015-2016 World's Best Workforce Plan.  
Director of Teaching and Learning Mary Grace Hanson, District Assessment Coordinator Hope Langston and Superintendent Hillmann summarized the 2015-2016 World's Best Workforce Plan that was presented at a Public Hearing that preceded the Regular School Board meeting and answered Board members' clarifying questions. There are five continuing requirements to the WBWF report that must be submitted to the MN Department of Education each year. (1) All children are ready for school. (2) All third graders can read at grade level. (3) All racial and economic achievement gaps between students are closed. (4) All students are ready for career and college. (5) All students graduate from high school. A sixth component was added for this year: Ensuring that all students have equitable access to excellent teachers. The presentation covered the five areas, the goals from 2015-2016, data that corresponded to the results in each of the areas, the goals for 2016-2017, and action steps to achieve the goals.

2. FY 2016 Audit.

Craig Popenhagen, Partner with CliftonLarsonAllen, LLP, presented the results of the 2015-16 fiscal year audit. Comments focused on the executive audit summary. The auditors issued what is known as a “clean” audit report. Superintendent Hillmann commended Director of Finance Val Mertesdorf and the business office staff for their excellent work.

3. School Improvement Plan Presentations – Bridgewater and Sibley Elementary Schools.

Presenting the School Improvement Plan for Bridgewater Elementary School was Principal Nancy Antoine and Hope Langston, MTSS Instructional Coach and District Assessment Coordinator. As the results of last year’s goals were reviewed, there are several items for Bridgewater to be proud of: (1) Third grade MCA reading and math proficiency improved for the third year in a row. (2) Hispanic reading pass rate continues to increase. (3) While the FRP pass rate remains well above the state average in reading and math, Bridgewater will continue to strive for improvement in this demographic. (4) The first-grade team saw 80% of their students meet their fall to spring MAP growth in reading and math.

Principal Scott Sannes presented Sibley’s school improvement plan. Principal Sannes began by reviewing Sibley’s 2015-2016 student achievement goals by highlighting Reading and Math MCA proficiency and English Learners’ Reading and Math MCA scores. Sibley’s goals focus on ensuring students meet or exceed their NWEA MAP growth goals. Instructional Coach Tania Will spoke about monthly professional development sessions on 21st century skills followed by Becky Gainey talking about her work as an instructional coach in reading and math. Finally, Peg Witt gave examples of what her work entails in the new PALS position. The evidence-based 4:1 behavior specific praise-to-reprimand approach is being implemented at Sibley this year as their primary climate goal.

VIII. Superintendent's Report

A. Items for Individual Action

1. World’s Best Workforce 2015-2016 Annual Report.

On a motion by Colangelo, seconded by Hardy, the Board unanimously approved the 2015-2016 World’s Best Workforce Annual Report as presented.

2. FY 2016 Audit.

On a motion by Stratmoen, seconded by Bogott, the Board unanimously accepted the 2015-2016 audit report as presented.

3. Substitute Teacher Proposal.

Bogott requested that a report be given to the Board in March or at the end of the school year with how the two full-time substitute teacher positions are going. Are they, in fact, working every day as substitute teachers.

On a motion by Iverson, seconded by Quinnell, the Board unanimously approved the proposal to hire two full-time substitute teachers as presented.

4. Master Facilities Plan.

On a motion by Iverson, seconded by Stratmoen, the Board unanimously adopted the Master Facilities Plan Executive Summary as presented.

B. Items for Consent Grouping

On a motion by Hardy, seconded by Quinnell, the Board unanimously approved the following items in the Consent Grouping.

1. Personnel Items.

a. Appointments.

1. Amrita Bhagia Assistant Speech Coach (Activity Account) at the High School beginning 11/18/2016-4/22/2017; \$14.00/hr
2. Brenda Kell Special Education EA-PCA for 17 hrs/wk at the NCRC Early Childhood beginning 11/1/2016-06/06/2017; Spec Ed Step 2 -\$15.42/hr.

3. William Seeberg Homebound Instructor for up to 6 hrs/wk with a Sibley Student beginning intermittent. BA 60, Step 14
  4. \*Corazon Zamora Special Ed EA PCA for 7 hrs/day at CVSEC-Alex beginning 11//2016; CVSEC Spec Ed, Step 1-\$15.58/hr.
  5. Deborah Massey 1.0 FTE Long Term Substitute EL Elementary Teacher at Sibley beginning 1/3/2017-1/27/17; Community Expert –BA, 0.
- b. Increase/Decrease/Change in Assignment.
1. Wendy Ahnupkana EBD Teacher at CVSEC-Alex, add Homebound Instructor at CVSEC-Alex beginning 11/14/2016-11/30/2016; Lane/Step
  2. Rachel Beran Assistant Speech Coach (Activity Account Resigned) at the High School, change to Assistant Speech Coach (50% Stipend) at the High School beginning 12/12/2016-4/22/2017; Level H-Step Two.
  3. Susan Bolton Teacher at Bridgewater elementary, add Targeted Services PLUS Teacher for 1.25 hrs/day up to 4 days/wk at Bridgewater elementary beginning 11/18/2016-4/5/2017; Year 1-\$27.11/hr.
  4. Corrine Carnevale EBD Teacher at CVSEC-Alex, add Homebound Instructor at CVSEC-Alex beginning 11/14/2016-11/30/2016; Lane/Step
  5. Shannon Flegal Occupational Therapist at CVSEC and Longfellow, add CVSEC Mentor for CVSEC SUN & STEP beginning 11/14/2016; \$750 Stipend for SUN, \$750 Stipend for STEP, Total \$1,500
  6. Michael Garlitz Volunteer Coordinator, add Targeted Services PLUS Site Assistant for 1.5 hrs/day for 4 days/wk at Greenvale Park beginning 9/27/2016-5/4/2017; Step 2-\$12.77
  7. Nicole Gill Special Ed Teacher at the High School, add Homebound Instructor for up to 10 hrs/wk for Sibley Student beginning 11/14/2016;
  8. Lydia Gross EA-PCA for 4.6 hrs/day at the NCRC, change to NB EA-PCA for 32.5 hrs/wk at Longfellow beginning 11/14/2016-06/06/2017;
  9. Pamela Hanson Assistant Speech Coach (Activity Account Resigned) at the High School, change to Assistant Speech Coach (100% Stipend) at the High School beginning 12/12/2016-4/22/2017; Level H-Step Two.
  10. Lynn Krominga Assistant Director of Special Education for the District, Change to Executive Director-CVSEC \$115,000/yr beginning 12/01/2016.
  11. Jaclyn McKay English Teacher at the High School, add Assistant Speech Coach (Activity Account) at the High School beginning 11/18/2016-4/22/2017; \$18.00/hr
  12. Kim Norton General Ed EA at Bridgewater, change to General Ed EA for 2 hrs/day and Sped EA-PCA for 4.75 hrs/day at Bridgewater beginning 11/14/2017;
  13. Kathy Roth EA with the CVSEC Step Program, change to EarlyVentures Teacher for up to 37.75 hrs/wk Mon-Fri. at Longfellow beginning 12/1/2016; Step 3-\$16.16/hr.
  14. Elizabeth Valentine Teacher at Sibley, add Targeted Services PLUS Teacher for 1.25 hrs/day up to 4 days/wk at Sibley beginning 11/14/2016-4/5/2017; Year 11-\$28.22/hr.
  15. Brianne Barrett Ventures Coordinator with Community Services, job was evaluated and changed from \$53,239/yr to \$59,239/yr beginning 12/05/2016.
  16. Annie Kruse ECSE Spec Ed Teacher at Longfellow, change to Early Childhood Coordinator with Community Services beginning 12/05/2016. Early Childhood Coordinator position changed from \$53,239/yr for 52 wks/yr to \$57,191 for 50 wks/yr.
- c. Leave of Absence.
1. **Correction:** Stephani Carlson Special Ed Teacher at Greenvale Park, Family/Medical leave of absence beginning on or about 11/27/2016-3/27/2017.
  2. Kaylin Faust, EA at Sibley Elementary, childcare leave of absence from on or about 1/21/17 through the end of the 2016-17 school year.
  3. Melissa Spitzack Teacher at Sibley Family/Medical Leave of absence beginning on or about 4/26/2017 through the end of the 2016-17 school year.
  4. Mary Huberg Administration Assistant at the ALC Family/Medical leave beginning 11/14/2016 to continue on an intermittent basis for up to 60 work days.

d. Resignation / Retirement.

1. Rosangely Montanez EA at the Middle School resignation effective 12/9/2016.
2. Doug Tschann Middle School Teacher retirement effective end of 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. Financial Reports – July 2016.

The Board approved paid bills totaling \$2,096,337.44, payroll checks totaling \$1,055,962.03, bond payments totaling \$503,259.38 and the financial reports for July 2016.

3. Grant Request.

The Board approved a \$10,000 grant request from the Northfield Public Schools Early Childhood Initiative Coalition to the Southern MN Initiative Foundation (SMIF). If this grant is received, the Early Childhood Initiative Coalition will implement three innovative outreach efforts – the Latino Childcare Providers Network, Early Learning Childcare at Greenvale Park Community School and Tiempo Para Bebe (Time for Baby class).

IX. Items for Information

There were no items for information.

X. Future Meetings

Monday, December 12, 2016, 7:00 PM, Truth in Taxation Presentation followed by Public Comment followed by Regular School Board Meeting, Northfield High School Media Center

Monday, January 9, 2016, 7:00 PM, Organizational Meeting followed by Regular School Board Meeting, Northfield High School Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Hardy, the Board adjourned at 9:10 p.m.

Noel Stratmoen  
School Board Clerk