

# NORTHFIELD PUBLIC SCHOOLS

## School Board Minutes

School Board Minutes

February 13, 2017

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: Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen. Colangelo 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 Quinnell, seconded by Goerwitz, minutes of the Minutes of the Regular School Board meeting held on January 23, 2017, were unanimously approved.
- V. Announcements and Recognitions
  - Congratulations to Tracy Closson, Grounds Coordinator. Tracy was recently elected President of the Minnesota Park and Sports Turf Managers Association.
  - Bridgewater Elementary Principal Nancy Antoine has been named one of three finalists for the Minnesota Elementary School Principals Association's 2017 National Distinguished Principal award.
  - Governor Dayton has declared Wednesday February 22, Minnesota's first, "Minnesota School Bus Driver Appreciation Day". Staff in each of our buildings will be recognizing their school's bus drivers and Benjamin Bus has several activities planned that day to celebrate all of their dedicated drivers!
  - Northfield Public Schools has adopted - as a near-term priority - the action step of "building and fostering relationships with a commitment to social/emotional health for all". Members of the student services support team have done extensive research on social/emotional curricula and has narrowed the choices to three highly regarded and effective curricula. The next step in this process is gathering feedback from stakeholders - our teachers and our families. There will be an open house at the High School Media Center on Thursday, February 23 from 3:30 pm-6:00 pm and at 5:30 at the community school for families to view the materials, ask questions of the team members, and provide written feedback on the three curricula.
  - The Raider Speech Team started their season with a 2nd place, large school finish at the Rochester John Marshall Invitational this past weekend.
  - Iverson attended the one-act play at the high school and said it was a terrific performance.
- VI. Items for Discussion and / or Reports
  1. Flexible Learning Day at the High School on February 28.  
Northfield High School Principal Joel Leer updated the Board regarding a flexible learning day set for Northfield High School students on February 28. Juniors are taking the ACT exam on site that day and seniors will be engaged in work on their capstone project on site. Freshmen and sophomores will not be at the High School site and will engage in their academic activities online that day, using their iPad as the conduit for the content. Mr. Leer provided an overview of the plan for the day, how we might use this strategy in other situations, and the plan to review the success and challenges of the flexible learning day by surveying teachers and students. The Board asked for a follow-up report at a future Board meeting.
  2. Follow-up on February 8 Board Work Session.  
The Board met in a work session on February 8, 2017, to review the Master Facilities Plan and learn about possible next steps. Superintendent Hillmann briefly reviewed the work session. Board members continued the discussion about the Master Facilities Plan and potential next steps. The Board asked for

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budget projections and what the total impact to taxpayers might be for various scenarios. Another work session will likely be scheduled before spring break. (Tuesday, March 7, 5:30, HS Media Center.)

3. QComp.

Superintendent Hillmann provided a brief update on a potential QComp application process. The Board expressed concern about the timing of the \$91 Board approved levy that would be part of the application given the recent Board work session where a possible operating and bond levy election this fall was discussed. The final date an application could be submitted this year to the Minnesota Department of Education is March 15<sup>th</sup>.

4. Legislative Update.

Superintendent Hillmann shared an update on the legislative session and reviewed key points from the Southeast Minnesota Legislative Forum, held on February 4 in Rochester and sponsored by the Minnesota Association of School Administrators (MASA). Dr. Hillmann encouraged Board members that when talking with legislators to focus the discussion on increasing the basic formula and/or the special education formula.

VIII. Superintendent's Report

A. Items for Individual Action

1. Resolution Requiring Administration to make Recommendations regarding Programming and Staffing for Next Year.

On a motion by Iverson, seconded by Stratmoen, the Board authorized the administration to make recommendations for additions and reductions in program and for adding or discontinuing positions. Voting "yes" was Stratmoen, Quinnell, Iverson, Hardy and Goerwitz. No one voted "no." Colangelo was absent.

B. Items for Consent Grouping

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

1. Financial Reports – September and October 2016.

The Board approved the following:

- Paid bills totaling \$2,073,138.66, payroll checks totaling \$2,957,253.75 and the financial reports for September 2016. There were no bond payments made in September 2016.
- Paid bills totaling \$1,681,459.79, payroll checks totaling \$3,137,417.53 and the financial reports for October 2016. No bond payments were made in October 2016.

2. Personnel Items.

a. Appointments.

1. Zaret Calderon, Targeted Services Site Assistant for 1.5 hrs./day for 4 days/wk. at Greenvale Park Elementary beginning 1/30/2017-05/04/2017; Step 1 - \$12.43/hr.
2. \*Emily Maire, 1.0 FTE Long Term Substitute Orchestra Teacher at the Middle School beginning approx.02/26/2017-06/06/2017; BA, Step 0.
3. Zack Rasmussen, KidVentures Student Site Assistant for 17 hrs./wk. at Greenvale Park Elementary beginning 02/06/2017-06/06/2017; \$9.50/hr.
4. Tiffany Ryan, 1.0 FTE Long Term Substitute Grade 4 Teacher at Greenvale Park Elementary beginning 02/02/2017-06/06/2017; BA, Step 6.
5. Regina Young, Education Assistant PCA for 7.0 hrs./day at CVSEC-SUN beginning 02/09/2017; CVSEC Step 1 - \$15.58/hr.
6. \*Nancy Johnson Event Worker District wide beginning 02/15/2017.
7. Megan Kremin 1.0 FTE ECSE Special Education Teacher at Longfellow beginning 02/06/2017-06/06/2017; BA, Step 0.

b. Increase/Decrease/Change in Assignment.

1. Correction: Diane Nagy, 0.5 FTE Title/0.5 FTE Compensatory at Bridgewater, change to 0.5 FTE Title/0.5 FTE Instructional Coach at Bridgewater beginning 1/30/2017-06/06/2017.
2. Amy Allin, 1.0 FTE Teacher at the Middle School, add 1.0 + 41 days MS Teacher – Overload at the Middle School beginning 1/30/2017-06/06/2017.

3. Jacqueline Braun, Spec Ed Teacher at the CVSEC-SUN, change to Spec Ed Teacher at the CVSEC-STEP beginning 02/06/2017.
  4. Amy Dorey, PreK Teacher at Longfellow, add New Teacher Mentor with a stipend of ½ of \$750 for a total of \$375 for second semester at Longfellow beginning 01/25/2017-06/06/2017.
  5. Jeanne Hanzlik, Science Teacher at the High School, add Teaching overload at the High School beginning 01/30/2017-06/06/2017.
  6. Corrine Kelly, administrative assistant at CVSEC-Alex, change to 1.0 FTE Confidential Administrative Assistant year round position (260 days) at CVSEC-District Office beginning upon hire of replacement.
  7. Beth Kuyper, Educational Assistant for 6.75 hrs./day at the Middle School, change to Educational Assistant for 7.0 hrs./day at the Middle School beginning 08/29/2016-06/06/2017.
  8. Hope Langston, District Assessment Coordinator/Instructional Coach with the District and Bridgewater, change to District Assessment Coordinator (full-time) with the District beginning 01/30/2017-06/06/2017.
  9. Carolyn Manderfeld, Educational Assistant for 6.75 hrs./day at the Middle School, change to Educational Assistant for 7.0 hrs./day at the Middle School beginning 08/29/2016-06/06/2017.
  10. Katrina Meehan, 1.0 FTE Teacher at the Middle School, add 1.0 + 44 days MS Teacher – Overload at the Middle School beginning 1/30/2017-06/06/2017.
  11. Katie Remmey, Educational Assistant for 6.75 hrs./day at the Middle School, change to Educational Assistant for 7.0 hrs./day at the Middle School beginning 08/29/2016-06/06/2017.
  12. Patrick Riley, Science Teacher at the High School, add Teaching overload at the High School beginning 01/30/2017-06/06/2017.
  13. Darrell Sawyer, Social Studies Teacher at the Middle School, add Building Supervisor as needed with Community Services beginning 01/30/2017. \$15.34/hr.
  14. Tammy Schwagherl, Educational Assistant for 6.75 hrs./day at the Middle School, change to Educational Assistant for 7.0 hrs./day at the Middle School beginning 08/29/2016-06/06/2017.
  15. Brenda Kell Sped EA/PCA for 14.75hrs/wk. at the Head Start/Family School, change to Sped EA/PCA for 1.75hrs/wk. at the Family School NCRC beginning 02/03/2017-06/06/2017.
  16. Brittney Laue Sped Ed Teacher at CVSEC-SUN, add Assistant Girls Softball Coach (9<sup>th</sup> Grade Part-Time Hourly) for 3hrs./day at the High School beginning 03/13/2017-06/09/2017; \$18.00/hr.
  17. Kim McMillian Instructional EA at the High School, change to Reading Teacher/Specialist/Interventionist at the High School beginning 02/07/2017-03/03/2017; BA, Step 2.
- c. Leave of Absence Requests Approved.
1. Mary Huberg, Admin Assistant at Longfellow Family/Medical Leave of Absence beginning 02/07/2017-02/20/2017.
  2. Jerry Smuda, High School Custodian Family/Medical Leave of Absence beginning 02/06/2017-02/17/2017.
  3. Jessica Enge Special Ed Educational Assistant at Longfellow, Leave of Absence/ Childcare beginning 05/01/2017 through the end of the 2016-17 school year.
- d. Resignations and Retirements.
1. Annette Armstrong, Special Education Assistant at CVSEC-Alex, resignation effective 01/20/2017.
  2. Ann Dybvik, Speech/Language Pathologist at Sibley Elementary School, retirement effective end of 2016-17 school year.
  3. Clarita Kell, Early Childhood Screener, resignation effective 03/24/2017.

4. Kathleen Kopseng, Language Arts Teacher at the High School, retirement effective end of 2016-17 school year.
5. Tina Holum ESL Teacher at Greenvale Park resignation effective end of 2016-17 school year.

e. The Board approved the following:

- Softball - additional coaching position. \$1,000 will be allocated for the position (inclusive of salary/benefits) for the 2016-17 school year at an hourly rate.

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

IX. Items for Information

1. Enrollment Report – February 2017.

X. Future Meetings

Monday, February 27, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Tuesday, March 7, 2017, 5:30 PM, School Board Work Session, Northfield High School Media Center  
Monday, March 13, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Quinnell, the Board adjourned at 9:03 p.m.

Noel Stratmoen  
School Board Clerk