

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, March 27, 2017, 7:00 PM
Northfield High School, Media Center

AGENDA

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
This is an opportunity for residents of the Northfield School District to address the Board. You are requested to do so from the podium. After being recognized by the chair, each individual will identify themselves and the group they represent, if any. Please state your reason for addressing the Board. To ensure that all individuals have a chance to speak, speakers will be limited to one three-minute presentation. This is not a time to debate an issue, but for the Board to hear your comments.
The Minnesota Government Data Practices Act prohibits comment about specific student matters, even without naming the student, in open session. This includes the public comment portion of our meeting. The Board respects and values input on student matters, but when it relates to a specific student or to a specific student matter, such input must be heard by the appropriate personnel - such as the building principal or superintendent - and not during an open meeting of the School Board.
- IV. Approval of Minutes
- V. Announcements and Recognitions
- VI. Committee Reports.
- VII. Items for Discussion and /or Reports.
 1. Staff Computer Lease.
 2. Menomonee Falls Update.
- VIII. Superintendent's Report
 - A. Items for Individual Action
 1. 2017-2018 Operating Capital and Long Term Facilities Maintenance Budgets.
 2. Additional FTE Allocation for 2017-2018.
 - B. Items for Consent Grouping
 1. Gift Agreements.
 2. Personnel Items.
- IX. Items for Information
 1. Work Session Date.
- X. Future Meetings
Monday, April 10, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, April 24, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- XI. Adjournment

NORTHFIELD PUBLIC SCHOOLS MEMORANDUM

Monday, March 27, 2017, 7:00 PM
Northfield High School Media Center

TO: Members of the Board of Education
FROM: Matthew Hillmann, Ed. D., Superintendent
RE: Explanation of Agenda Items for the March 27, 2017, School Board Meeting

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
- IV. Approval of Minutes
Minutes of the Regular School Board meeting held on March 13, 2017, are enclosed for your review and comment.
- V. Announcements and Recognitions.
- VI. Committee Reports.
There are no committee reports at this time.
- VII. Items for Discussion and/or Reports
 1. Staff Computer Lease.
Director of Technology Services Kim Briske will provide an overview of the process used to evaluate leasing staff computers beginning with the 2017-18 school year and a recommendation to do so. Funding for staff computers has been planned as part of the Operating Capital budget. No decision will be requested at this meeting and leasing the computers is not assumed as part of the Operating Capital budget being considered later in the Board agenda. A formal request for lease approval will be part of the April 10th Board meeting agenda.
 2. Menomonee Falls Update.
Superintendent Hillmann and Board Member Hardy will share a synopsis of a recent site visit to the Menomonee Falls School District in Wisconsin. The site visit, which included nine District staff members, was focused on learning Menomonee Falls' approach to systematic continuous improvement and as a follow up to a site visit by another District team in November 2016. Both site visits were funded by Northfield Promise.
- VIII. Superintendent's Report.
 - A. Items for Individual Action
 1. 2017-2018 Operating Capital and Long Term Facilities Maintenance Budget.
Director of Finance Val Mertesdorf will review the 2017-18 Operating Capital and Long Term Facilities Maintenance budgets presented at the March 13th Board meeting.

Superintendent's Recommendation: Motion to approve the 2017-2018 Operating Capital and Long Term Facilities Maintenance Budgets as follows:

	<u>Revenues</u>	<u>Expenditures</u>
Operating Capital	\$1,886,045	\$1,861,922
Long Term Facilities Maintenance	\$1,074,723	\$851,606
 2. Additional FTE Allocation for 2017-2018
At the March 13th Board meeting, Superintendent Hillmann presented a recommendation to add a 1.0 FTE 7th grade Health teacher at Northfield Middle School (NMS) and increase the District's contingency fund by 1.0 FTE. The addition of a 7th Grade Health teacher will spread Health curriculum across all three grade levels at NMS (currently only taught in 6th and 8th grades), provide

direct social/emotional learning instruction for all NMS students, and support career and college readiness standards. The 1.0 FTE increase to the District's contingency fund will allow the District to be more proactive in addressing class size issues throughout the system spurred by increased enrollment.

Superintendent's Recommendation: Motion to approve the addition of a 1.0 FTE 7th grade Health teacher at Northfield Middle School and increase the District's contingency fund by 1.0 FTE.

B. Items for Consent Grouping

Superintendent's Recommendation: Motion to approve the following items listed under the Consent Grouping.

1. Gift Agreements.

- The Sibley PTO has donated \$2500 to Sibley Elementary School to be used to purchase leveled books.
- Joel and Elizabeth Leer have donated a 2002 Saturn S-Series vehicle valued at \$1150 to the High School auto program.

2. Personnel Items.

a. Appointments.

1. **Joyce Lindstrom 1.0 FTE EL Teacher at Greenvale Park Elementary beginning 08/28/2017; BA 60, Step 12.
2. Elizabeth Wilson Event Worker District Wide beginning 02/24/2017.

b. Increase/Decrease/Change in Assignment.

1. Kristin Basinger EA at the Middle School, add Targeted Services Summer BLAST Site Lead for 6hrs/day 9:15-3:15 4 days a week at Bridgewater beginning 06/15/2017-08/04/2017; Step 1 - \$15.34/hr.
2. Margaret Huber at the ALC, add Targeted Services BLAST Teacher for up to 5 hours/wk Mon-Thur at the Middle School beginning 03/14/2017-05/26/2017. Year 3 - \$27.11/hr.
3. Sara Tetreault EA at the Middle School, add Targeted Services Summer BLAST Site Lead for 6hrs/day 9:15-3:15 4 days a week at the Middle School beginning 06/15/2017-08/04/2017; Step 4 - \$16.62/hr.

c. Leave of Absence Requests.

1. Kristen Harstad Special Education Teacher at Sibley, Family/Medical Leave of Absence beginning on 04/21/2017-05/05/2017.

d. Resignations.

1. Jennifer Severson, Special Education Assistant, resignation effective 03/16/2017.
2. Tom Malecha, District Floating Substitute Custodian, resignation effective 03/21/2017.

* 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. Work Session Date.

The Board will select a date in April for a work session focused on the Master Facilities Plan.

X. Future Meetings

Monday, April 10, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
Monday, April 24, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

XI. Adjournment

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

March 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: Colangelo, Goerwitz, Hardy, Iverson, Pritchard, Quinnell and Stratmoen.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
Olivia Frey (401 Highland Avenue) asked the Board to be cautious about asking the community to support building new school buildings and therefore raising property taxes when funding for programs might be cut. Money should be used to support programs, not brick and mortar. If the Board decides to move forward, she asked the Board to hold multiple public hearings and to provide information to the public in a variety of forms.
- IV. Approval of Minutes
On a motion by Quinnell, seconded by Goerwitz, minutes of the Regular School Board meeting held on February 27, 2017, were unanimously approved.
- V. Announcements and Recognitions
 - Congratulations to Ray Coudret and all the student performers and volunteers for a very successful Rock 'n' Roll Revival.
 - Kudos to the fifth-grade classes at Sibley for their environmental summit.
 - Thank you to the almost 600 high school students who went to Bridgewater for Read Across America.
 - Congratulations to Jack Cuddy for placing second in diving at the State Swimming and Diving Meet.
 - Congratulations to the Boys Hockey team for their fourth-place finish. This is the first time in school history that the Boys Hockey team has advanced to state competition.
- VI. Items for Discussion and / or Reports
 1. Arcadia Contract Renewal Application.
Arcadia Charter School Interim Director Dr. Barb Wornson presented an overview of the school's application for the renewal of its charter school contract with Northfield Public Schools. Superintendent Hillman reviewed the summary of the authorizer site visit/external review that occurred in January. The contract will be brought to the Board for its approval on April 10th. Arcadia's current contract expires on June 30, 2017.
 2. Additional FTE Allocation for 2017-2018.
Superintendent Hillmann presented a recommendation to add a 1.0 FTE 7th grade Health teacher at Northfield Middle School (NMS) and increase the District's contingency fund by 1.0 FTE. The addition of a 7th Grade Health teacher will spread Health curriculum across all three grade levels at NMS (currently only taught in 6th and 8th grades), provide direct social/emotional learning instruction for all NMS students, and support career and college readiness standards. The 1.0 FTE increase to the District's contingency fund will allow the District to be more proactive in addressing class size issues throughout the system spurred by increased enrollment.
 3. Proposed 2017-2018 Operating Capital and Long Term Facilities Maintenance Budget Presentation.
Director of Finance Val Mertesdorf presented the District's proposed 2017-18 Operating Capital and Long Term Facilities Maintenance Budget. The Board will be asked to adopt the budget at the March 27th meeting. As part of the presentation, Director of Technology Services Kim Briske gave the Board an overview of the possibility of leasing laptop computers for staff.

4. March 7th Work Session Follow-up.

The Board met in a work session on March 7, 2017, to review budget projections and what the total impact to taxpayers might be for various operating/bond levy scenarios. Superintendent Hillmann briefly reviewed the work session. Board members engaged in discussion about the potential of asking voters for an operating levy increase/extension and possible bond elections for the potential Greenvale Park and Northfield High School projects. Updated preliminary tax tables were included in the packet. Board members decided to set a date for another work session focused on the Master Facilities Plan sometime in April (date to be determined).

VIII. Superintendent's Report

A. Items for Individual Action

1. 2018-2019 School Year Calendar.

On a motion by Colangelo, seconded by Goerwitz, the Board unanimously approved the 2018-2019 school year calendar as presented.

2. Ratification of Employment Action.

On a motion by Stratmoen, seconded by Iverson, the Board unanimously voted to ratify a proposed employment action by approving the Resolution Proposing Discipline of an Employee. Voting 'yes' was Stratmoen, Quinnell, Colangelo, Iverson, Hardy, Goewitz and Pritchard. No one voted 'no.'

B. Items for Consent Grouping

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

1. Personnel Items.

a. Appointments.

1. Joyce Bowyer Event Worker District Wide beginning 03/06/2017.
2. Sarah Jansen Asst. Track Coach for 3.5 hrs/day at the High School beginning 03/13/2017-6/10/2017; Level F, Step One.
3. Rebecca Lorang Track Assistant for 2.5 hrs/day at the Middle School beginning 3/27/2017-6/02/2017; Level I, Step One.
4. Maren Thompson Event Worker District Wide beginning 02/27/2017.
5. Christian Heuchert Aquatics Instructor for 2hr/day for 2days/wk with Community Services beginning 03/28/2017-05/31/2017; Lifeguard \$10/hr, Swim Aide \$9.50/hr, Class Lead \$10.50/hr.
6. Emma Lederer Recreation position for 2hr/day for 2days/wk with Community Services beginning 03/28/2017-05/31/2017; Lifeguard \$10/hr, Swim Aide \$9.50/hr, Class Lead \$10.50/hr.
7. Ada Meyer Recreation position for 2hr/day for 2days/wk with Community Services beginning 03/28/2017-05/31/2017; Lifeguard \$10/hr, Swim Aide \$9.50/hr, Class Lead \$10.50/hr.
8. Gloria Sterud Long Term Substitute Grade 2 Teacher at Sibley Elementary beginning on or about 4/26/2017-6/06/2017; MA, Step 6.
9. Morgan Whyte Aquatics Instructor for 2hr/day for 2days/wk with Community Services beginning 03/28/2017-05/31/2017; Lifeguard \$10/hr, Swim Aide \$9.50/hr, Class Lead \$10.50/hr.

b. Increase/Decrease/Change in Assignment.

1. Cory Callahan 1.0 Strength Training Coach-Winter at the High School, add to 1.0 Strength Training Coach-Spring at the High School effective 2/27/2017-06/06/2017. Level I, Step One 100% Stipend, sharing position with Laura DeGroot.
2. Cory Callahan Strength Training Coach-Spring at the High School, add Physical Education Teacher at CVSEC--Alex effective 03/02/2017. BA, Step 0.
3. Chris Caron Teacher at Greenvale Park, add Target Services PLUS Teacher for 1.25 hrs/day for up to 4 days/wk at Greenvale Park beginning 2/20/2017-5/04/2017; Year 1 = \$27.11/hr.

4. Laura DeGroot Weight Lifting team coach at the High School, add 1.0 Strength Training Coach-Spring effective 2/27/2017-06/06/2017. Level I, Step One - Stipend \$2,054.00.
 5. Cecelia Green Child Nutrition Manager II for 5 days/wk at \$21.30/hr at the High School, add summer Child Nutrition Lead for 4 days/wk at \$19.40/hr at Greenvale Park Elementary beginning 06/08/2017-08/24/2017.
 6. Alison Kopp Special Education Teacher at CVSEC-SUN, add teaching overload at CVSEC-SUN beginning 03/08/2017-06/06/2017.
 7. Lori Mullen Child Nutrition Associate III at the High School at \$19.60/hr 5 days/wk, add summer Child Nutrition Associate for 4 days/wk at \$16.52/hr at the Middle School beginning 06/08/2017-08/18/2017.
 8. Ann Schmidt Child Nutrition Associate at the High School for 5 days/wk, add summer Child Nutrition Associate for 4 days/wk at \$16.52/hr at Greenvale Park elementary beginning 06/08/2017-08/18/2017.
 9. Kimberly Slegers Health Teacher at the High School, add Assistant High School Boys and Girls Track Coach for up to 4 days/wk beginning 03/13/2017-06/10/2017; Level F Step One – 70% Stipend.
 10. Eric Swan McDonald Science Teacher at the High School and the ALC, add an extra class 2nd semester only at the High School beginning 01/30/2017-06/06/2017.
 11. Caitlyn Krueger Educational Assistant at the Middle School, add Targeted Services PLUS Teacher for 1.25 hrs/day for up to 4 days/wk at Greenvale Park beginning 03/09/2017-05/04/2017; Year 1-\$27.11/hr.
- c. Leave of Absence Requests Approved.
1. Angela Eliason Teacher at Greenvale Park Elementary Family/Medical leave for childcare beginning on 08/28/2017-12/06/2017.
 2. Andrea James- Educational Assistant at Bridgewater, childcare leave of absence beginning 02/01/2017-4/07/2017.
 3. LaLonnice Moorman Special Education Assistant at the CVSEC-Alex Childcare leave of absence beginning on or about 5/13/2017-6/06/2017.
 4. Jamie Moyer Special Education Teacher at Bridgewater Family/Medical leave for childcare beginning on or about 5/14/2017 for 12 work weeks.
 5. Sherry Schwaab Teacher at Bridgewater Family/Medical leave for childcare beginning on 08/28/2017-01/01/2018.
 6. Dustee Phenow Media Specialist at Bridgewater, Family/Medical leave childcare beginning 08/28/2017-for 9 work weeks.
- d. Resignations/Retirements/Termination.
1. Stephanie Bangs Special Education Teacher at CVSEC-SUN resignation effective 03/06/2017.
 2. Jacqueline Braun Special Education Teacher with CVSEC resignation effective 03/13/2017.
 3. Elliot Courchaine Wrestling coach at the middle school resignation effective 02/27/2017.
 4. Amber Helgemo Educational Assistant PCA at SUN, resignation effective 3/3/2017.
 5. Dana Jans CNA1 at the High School resignation effective 03/20/2017.
 6. Laurie Larson Physical Therapist for the District, retirement effective 06/29/2017.
 7. Dawn O'Neill Art Teacher at Greenvale Park retirement effective at the end of the 2016-2017 school year.
 8. Angela Peterson Educational Assistant PCA at SUN, termination effective 3/6/2017.
 9. Amy Pfefferle Teacher at Sibley resignation effective 02/25/2017.
 10. Kasha Zeman Special Education Teacher at Sibley resignation effective 02/27/2017.
 11. Lindsey Bertsch Event Worker has declined position effective 12/28/2016.
 12. Nils Haugen Assistant Boys Lacrosse Coach resignation effective 03/9/2017.
 13. Brenda Kell Educational Assistant for On My Own resignation effective 04/03/2017.

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

2. Financial Reports – November 2016.

The Board approved paid bills totaling \$1,864,526.42, payroll checks totaling \$3,092,663.89 and the financial reports for November 2016. There were no bond payments made in November 2016.

School Board Minutes

March 13, 2017

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3. Gift Agreement.

The James Gang Wrestling Association has donated a new wrestling mat valued at \$8025.

IX. Items for Information

1. Enrollment Report – March 2017.

X. Future Meetings

Monday, March 27, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, April 10, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Hardy, the Board adjourned at 9:00 p.m.

Noel Stratmoen
School Board Clerk





Staff Computer Replacement

FY18 Purchasing



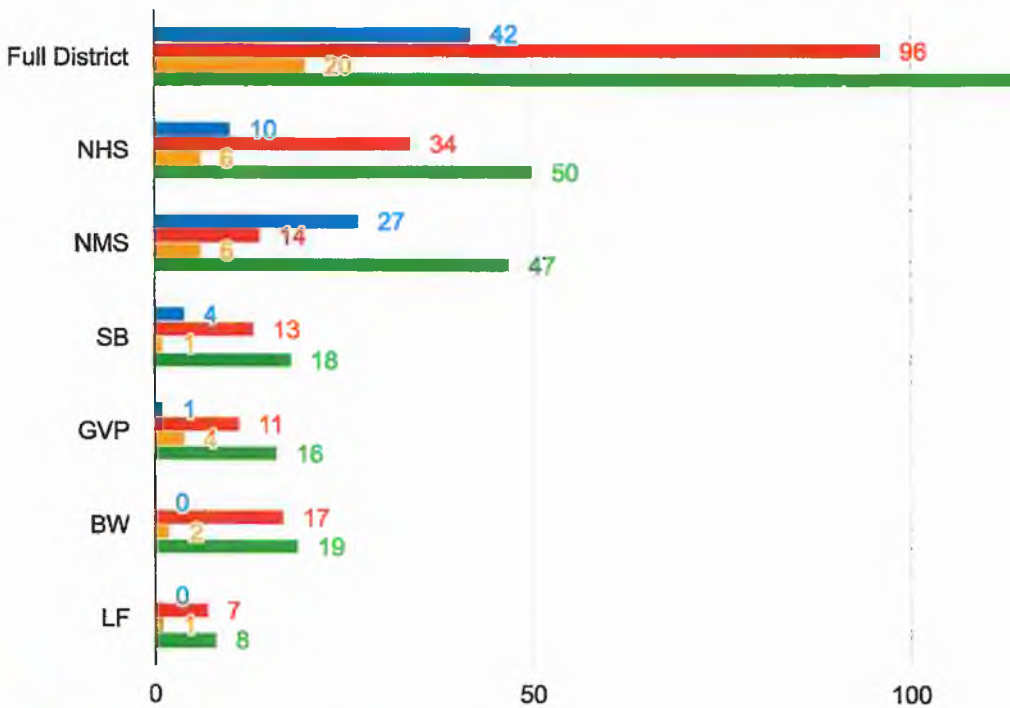
Why is this year different?

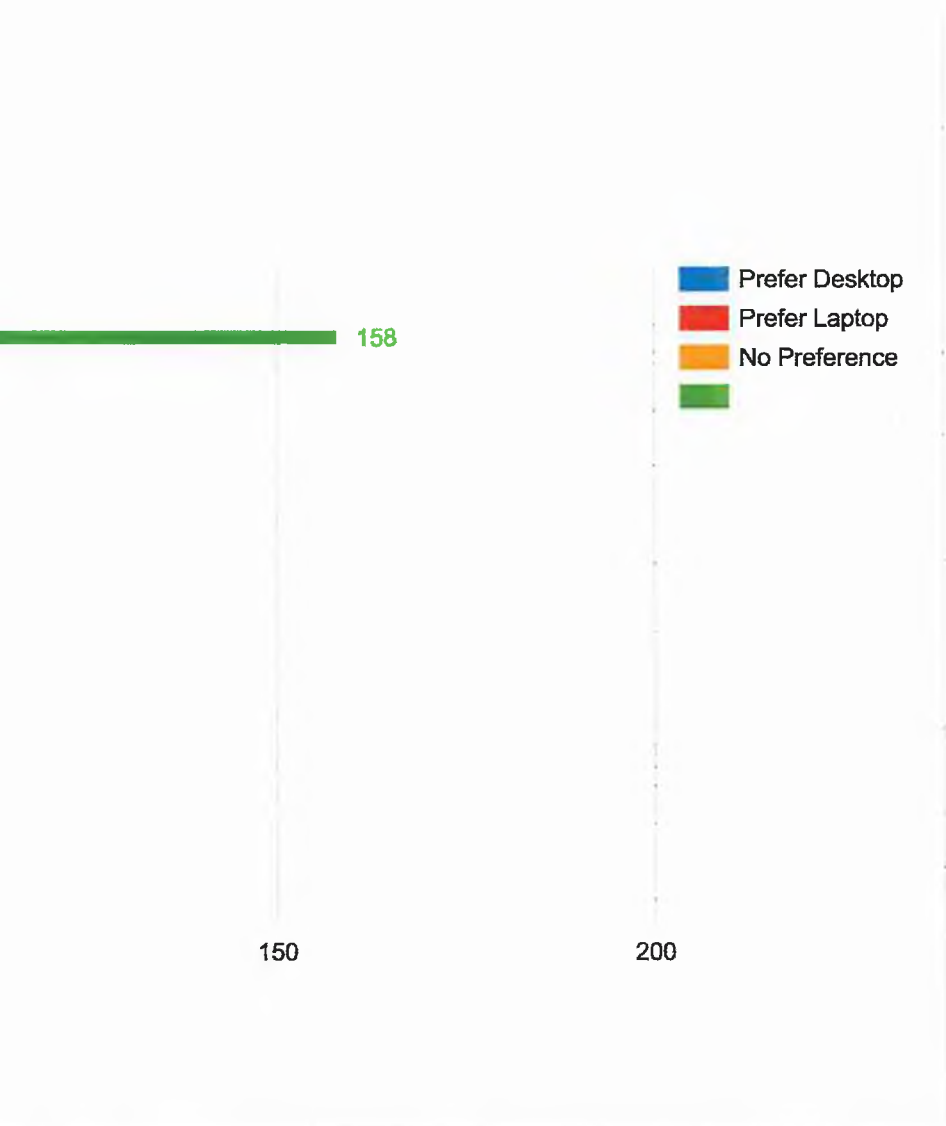
- Strategic Plan Near-Term Priority:
 - Spaces that are modern, innovative, creative and flexible.
- Large number of staff computer replacements needed
 - 30 iMac desktops (2009 models)
 - 115 PC desktops (Dell 780, 2010 and 2011)
 - Includes licensed and non-licensed staff computer replacements
- Looking to replace licensed staff computers with new lease
- Looking to replace licensed staff computers with MacBook Pro laptops

Why a MacBook Pro lease?

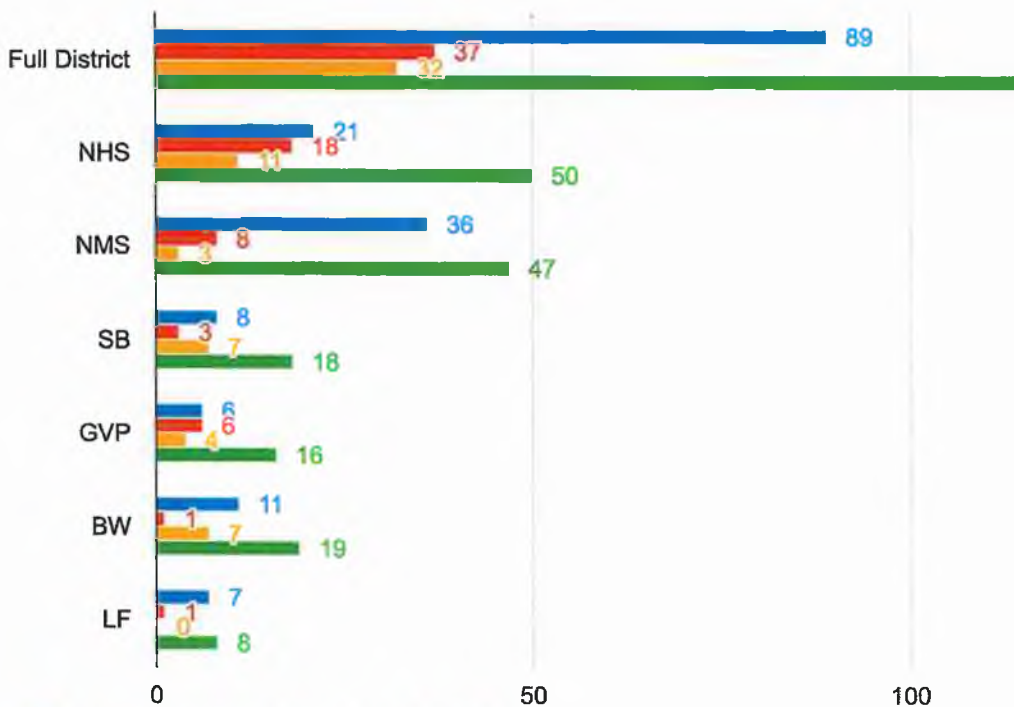
- Strong preference among district licensed staff for both Mac and laptops
- Allows for great integration with iPads
- Robust machine--faster and more storage than current desktops
- User friendly management--Casper
- Availability of ongoing support and extended warranty
- Transition to wireless projecting--both iPads and computers
- Cost-effective

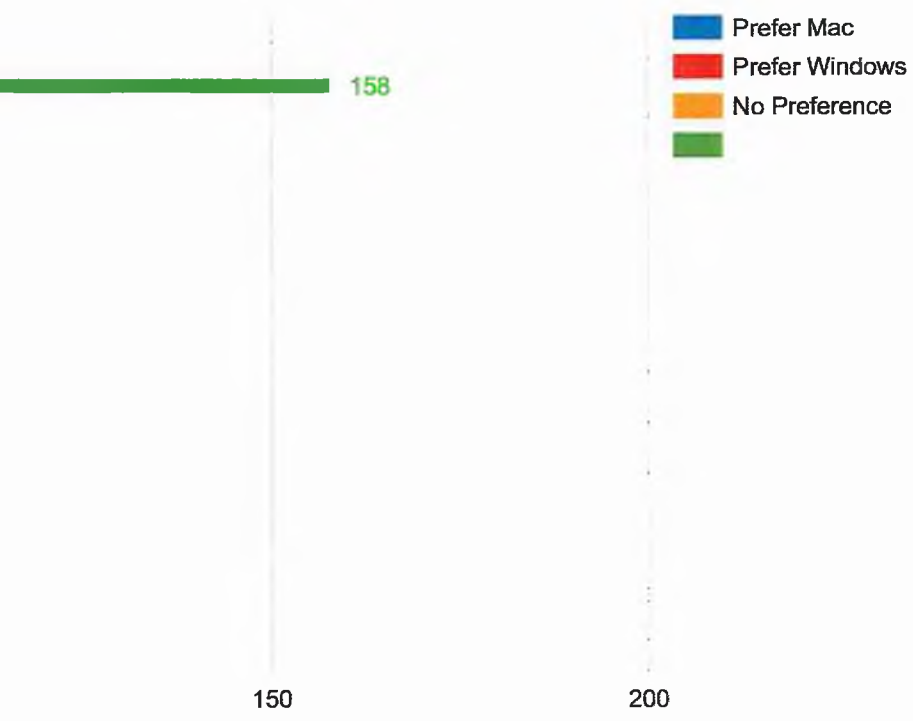
Why a MacBook Pro lease?





Why a MacBook Pro lease?





What are some challenges?

- Change management/support for all
 - Many moving from PC to Mac
 - Movement of many devices
 - Workflow to maximize portability
- Device set-up
 - Multiple preferences for desktop use of new laptop
 - Need for different peripherals
 - Compatibility of software
- Training for tech team and licensed staff

What are some benefits?

- Innovative and efficient practice
 - Collaboration
 - Flexible grouping/spaces
 - Easy access to files and programs
- More frequent and consistent updating of devices
- Consistent budget for staff computer updates

What does the lease look like?

- 350 MacBook Pros
- 350 VGA Adapters
- 40 MacBook Airs
- AppleCare
- 125 Apple TVs
- Casper JumpStart
- Casper Management
- Total cost: \$618,980
- 4 Annual payments: \$157,640 (1.25% finance rate)

What does implementation look like?

- Finalize lease (April)
- Begin Casper training and certification for tech team (April)
- Receive equipment before end of school year
- Test set-up process and prepare training materials (May)
- Begin deploying laptops optionally before end of school year
- Laptop set-up and training for licensed staff throughout Summer Learning Series and at fall workshop
- Opportunity for paid training for licensed staff during Summer Learning Series

Capital and Long Term Facilities Maintenance | Proposed Budget | 3.13.2016

Val Mertesdorf | Director of Finance

What is Capital?

Our capital budget is a segment of our general fund budget that we present separately as required by the Minnesota Department of Education. Our capital budget has four revenue components. The operating capital program and the long term facilities maintenance program each have a corresponding restricted fund balance category.

- 1) Operating Capital – must be used for equipment and facility needs. The calculation is \$109 per adjust pupil unit with an adjustment for the average age of our buildings. This formula is a mix of levy and state aid.
- 2) Lease Levy – this is a levy source of revenue to pay for rent on leased facilities. The calculation is \$212 per pupil unit. Northfield has a cap of approximately \$895,000; we have consistently levied about \$330,000.
- 3) Capital Levy – this is our voter approved levy of \$750,000. This is used to support technology and facilities.
- 4) Long Term Facilities Maintenance – this was a new revenue source beginning 7/1/2016. The legislature combined the deferred maintenance and health and safety revenue formulas into a new formula. The formula is a combination of aid and levy. This funding is for deferred capital expenditures and maintenance projects necessary to prevent further erosion of facilities. The calculation is roughly \$193 per pupil unit for FY2017, \$292 for FY2018 and \$380 for FY2019 and later.

Projected Revenue

Historically, the capital projects levy has been our most significant revenue source. For FY2018, the LTFM revenue will be our largest source at 38%. This funding source is about \$600,000 more than the district was receiving from Deferred Maintenance and Health and Safety combined. Operating Capital and our Capital Levy are the next largest with 28% and 25%, respectively. Our total capital revenue is projected to be \$2,984,054 which is an increase of \$334,603 over the prior year.

Projected Expenditures

We are projecting expenditures of approximately \$2,713,528. This is a \$171,000 increase over the current year. The increase is a primarily from the incremental increase in the long term facilities maintenance revenue. The capital committee meets in December each year to prioritize the districts wants and needs. We project the revenue we will be receiving and reduce this amount by our required commitments, school and program allocation and lease costs. The remaining funds are then prioritized by consensus of the capital committee.

The capital committee approved expenditures such as a new dump truck and lawn mower, a portable lactation area, cafeteria tables, an outdoor shed, new field goal posts at Memorial Field, fifty projector replacements and an amount for staff computer replacements.

The district administration and the capital committee were very cognizant of the master facilities plan. Most of the projects or purchases are items that would not become obsolete in the event we tore down a building. We tried to prioritize items that could be repurposed or moved to a new location. The collaborative effort to be good stewards of our resources was an honor to be part of!

Financial Summary

With the addition of the long term facilities maintenance revenue there is a new restricted fund balance category for this. The deferred maintenance fund balance will be rolled into the new restricted fund balance. At the end of the 18-19 school year any remaining fund balance or deficit in the health and safety restricted fund balance will be absorbed by the general fund unassigned fund balance.

At the end of 2017-18 we are projecting that the operating capital fund balance will be \$596,863 which is just shy of our goal of \$600,000. The long term facilities fund balance is projected to be \$650,592, \$350,000 of this is from rolling in the deferred maintenance fund balance. With the new long term facilities maintenance revenue we do not feel that we will need to maintain \$600,000 as the goal in operating capital. Our original intent was to have enough to cover an unexpected high cost repair such as a boiler. Those types of expenditures will now be coded to long term facilities maintenance. Moving forward, I am recommending a \$200,000 fund balance goal for operating capital and \$600,000 for long term facilities maintenance. Having these fund balances will ensure the District has adequate funding for unforeseen equipment and facility needs.

Overall, we are thrilled with the additional funding and flexibility we have because of the long term facilities maintenance program. We will continue to strive to allocate our resources as effectively and efficiently as possible to ensure our facilities are adequately maintained and our students and staff have access to the necessary technology and tools to continue providing a world class education.

2017-18 FTE Proposal

Matthew J. Hillmann, Ed.D. | Superintendent of Schools

Proposal: 1.0 FTE Health Teacher at Northfield Middle School

Anticipated Cost: \$85,000

Strategic Plan Alignment:

- Near-term priority: Building and fostering relationships – commitment to social/emotional health for all.
- Near-term priority: Equitable opportunities and support for all career and college paths.

Rationale: This proposal will address three key curricular needs at Northfield Middle School. These key curricular areas are highlighted below:

- Health standards. Northfield Middle School students currently engage in Health instruction in 6th and 8th grades. Middle School Principal Greg Gelineau reports that Health instruction occurring only in these two grades strains the school's ability to effectively implement state standards. Adding a 7th grade Health teacher will allow for a redistribution of Health standards in a way that provides for greater depth of instruction.
- Social/Emotional Learning. The District is focusing on introducing core curriculum to address the social/emotional health of our students as part of our strategic plan. In order to effectively provide consistent instruction, Northfield Middle School will integrate new social/emotional curriculum within all Health classes at Northfield Middle School. Spreading the Health curriculum across three grade levels will allow the social/emotional curriculum to be integrated with existing Health curriculum.
- Career Planning. Minnesota's World's Best Workforce legislation and Northfield Promise's academic benchmarks state students should have career interests, goals and a vision for their own future by the end of 8th grade. Current scheduling makes it difficult to effectively facilitate completion of this benchmark. This additional FTE will allow this requirement to be included in Health classes between 6th and 8th grades.

Summary: Adding a 1.0 FTE Health Teacher at Northfield Middle School will allow the redistribution of Health standards, include direct instruction for social/emotional learning, and provide time for students to develop a career interest plan throughout their Middle School years.

Proposal: 1.0 FTE addition to contingency fund

Anticipated Cost: \$65,000

Strategic Plan Alignment:

- Develop a long-term solution that allows for reasonable class sizes while maintaining financial stability.

Rationale: The District has successfully used a contingency fund strategy to address class size issues over the years. Over the past year, the District has experienced an increase of approximately 100 students and has added limited FTE to address class size pressures. Class size issues are not uniform in how they manifest within the system. Increasing the contingency fund from 3.0 FTE to 4.0 FTE provides greater flexibility in addressing class size issues throughout the system. Contingency fund positions are only guaranteed for one year and the FTE returns to the District at the end of each year. This strategy allows the District to address class size issues in a variety of settings across the system while limiting the ongoing budgetary impact.

Finally, contingency FTE has been used the past few years to fund good programming, such as the District's portion of the Alternative Delivery of Specialized Instructional Services (ADSIS) program. ADSIS dollars will be moved into the regular, ongoing budget. The Superintendent will no longer approve requests for use of contingency fund dollars to support any positions other than those that will directly reduce general education class size issues.