

INDEPENDENT SCHOOL DISTRICT 659
REGULAR SCHOOL BOARD MEETING
Monday, May 8, 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. Items for Discussion and /or Reports.
 - 1. Special Education 2017 Preview.
 - 2. Proposed 2017-2018 Internal Service Fund.
 - 3. Proposed 2017-2018 Community Services Budget.
- VII. Superintendent's Report
 - A. Items for Individual Action
 - 1. Revised School Board Policy 533 – Wellness.
 - B. Items for Consent Grouping
 - 1. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4.
 - 2. Personnel Items.
- VIII. Items for Information
 - 1. Enrollment Report – May 2017.
 - 2. Closed Negotiations Strategy Session following the May 22, 2017, Regular School Board Meeting in the District Office Conference Room.
- IX. Future Meetings

Monday, May 22, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center followed by Closed Negotiations Strategy Session, District Office Conference Room

Monday, June 12, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment

NORTHFIELD PUBLIC SCHOOLS

MEMORANDUM

Monday, May 8, 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 May 8, 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 April 24, 2017, are enclosed for your review and comment.
- V. Announcements and Recognitions.
- VI. Items for Discussion and/or Reports
 1. Special Education 2017 Preview.
Director of Special Services Cheryl Hall will share a preliminary assessment of Special Education staffing and space needs for the 2017-18 school year.
 2. Proposed 2017-2018 Internal Service Fund.
Director of Finance Val Mertesdorf will present the proposed 2017-18 Proprietary or Internal Service Fund Budget. The purpose of the internal service fund is to record the financial transactions of the District's self-insured health and dental plan. No Board action is required at this meeting.
 3. Proposed 2017-2018 Community Services Budget.
Director of Community Services Erin Bailey will present the 2017-18 Community Services Budget. The proposed budget has been developed with the input from each program coordinator. The Community Services Advisory Council approved the preliminary budget at its meeting on April 25 and recommends the budget to the School Board. The budget reflects revenues of \$2,461,248 and expenditures of \$2,428,655. Director Bailey will also provide an update on the Greenvale Park Community School during this presentation.
- VII. Superintendent's Report.
 - A. Items for Individual Action
 1. Revised School Board Policy 533 – Wellness.
At the April 24, 2017, School Board meeting, Superintendent Hillmann and Director of Child Nutrition Stephany Stromme reviewed the proposed revised School Board Policy 533. This new Wellness Policy is an entire replacement of the current policy. While there are a number of similarities, there are numerous differences necessitated by Federal Law.

Superintendent's Recommendation: Motion to approve Revised School Board Policy 533 – Wellness.
 - B. Items for Consent Grouping
Superintendent's Recommendation: Motion to approve the following items listed under the Consent Grouping.
 1. Authorization to Waive the Ban of Fireworks or Ammunition on School District Property to Permit Fireworks Display on July 4.
The District has been contacted by the City of Northfield, the sponsor of the July 4th fireworks display, for permission to use the green space between Northfield Middle School and Bridgewater

Elementary School for the fireworks display. The School District has granted permission for this activity and waived the ban of fireworks on School District property in the past.

2. Personnel Items.

a. Appointments.

1. Elizabeth Acheson, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Track \$9.50/hr.
2. Katherine Adams, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Soccer \$9.50/hr.
3. Katherine Adams, Fall, Winter & Spring Recreation for up to 5hrs./day for up to 4days. /wk. with Community Services, beginning 04/27/2017-05/31/2017; Soccer \$9.50/hr.
4. Jennifer Allison, 1.0 FTE Kindergarten Teacher at Bridgewater Elementary, beginning 08/28/2017; BA+30, Step 5 (2017-18) **Subject to change upon settlement of the 2017-19 Masters Agreement.*
5. *Abigail Borene, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Tennis \$9.50/hr.
6. Tory Borovsky, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Tennis \$11.50/hr.
7. *Hannah Breiland, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Super Kids \$9.50/hr.
8. *Emma Carlson, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Soccer \$9.50/hr.
9. Scott Cooper, 1.0 FTE Special Education Teacher SLD/EBD/ASD at the Middle School, beginning 08/28/2017; MA, Step 5 **Subject to change upon settlement of the 2017-19 Masters Agreement.*
10. Danielle Crase, 1.0 FTE Secondary Resource Room SLD/EBD at the High School, beginning 08/28/2017; BA, Step 2 **Subject to change upon settlement of the 2017-19 Masters Agreement.*
11. *Mary Katherine Deschamp, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Softball \$10.50/hr.
12. *River Dittrich, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Skateboarding \$10.50/hr.
13. *Wyatt Grosse, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Lifeguard \$10.00/hr., Swim Aide \$9.50/hr., Class Lead \$10.50/hr.
14. Anne Hargis, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Super Kids \$9.50/hr. Soccer \$10.50/hr.
15. Aynsley Hohnman, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Softball \$9.50/hr.
16. *Sondra Isom, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Lifeguard \$10.00/hr., Swim Aide \$9.50/hr., Class Lead \$10.50/hr.
17. *Madison Jenrich, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Super Kids \$9.50/hr.
18. Megan Kremin, 1.0 FTE ECSE Special Education Teacher at Longfellow, beginning 08/28/2017; BA, Step 0 **Subject to change upon settlement of the 2017-19 Masters Agreement.*
19. Caitlyn Krueger, 1.0 FTE Recreation Programming Intern with Community Services, beginning 05/15/2017-08/31/2017; Summer Intern \$13.08/hr.
20. Bruce McWilliams, 1.0 FTE Long Term Substitute Elementary Band Instructor at Bridgewater, Greenvale Park, and Sibley Elementary schools, beginning 08/28/2017-12/20/2017; MA, Step 6 **Subject to change upon settlement of the 2017-19 Masters Agreement.*
21. Anna Ochs, Special Education EA for 4hrs./day at Greenvale Park Elementary, beginning 05/04/2017-06/06/2017;
22. Hallie Osmon, Water Safety Instructor for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; WSI \$11.00/hr.
23. *Andrew Pahs, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Baseball \$9.50/hr., Track \$9.50/hr., Ultimate \$10.50/hr.

24. Brianna Peterson, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Swim Aide \$9.50/hr., Class Lead \$10.50/hr., Baseball \$9.50/hr.
 25. *Brynn Puppe, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Super Kids \$9.50/hr., Soccer \$9.50/hr., Track \$10.50/hr.
 26. Jennifer Rauk, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Baseball \$10.50/hr.
 27. *Whitney Sannes, 1.0 FTE Speech Language Pathologist District Wide, beginning 08/28/2017; BA 60, Step 1 **Subject to change upon settlement of the 2017-19 Masters Agreement.*
 28. *Mackenzie Schewe, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Super Kids \$9.50/hr.
 29. *Molly Smith, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Tennis \$9.50/hr.
 30. *Sarah Will, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Tennis \$9.50/hr.
 31. *Dezra Young, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Tennis \$9.50/hr.
 32. Summer Recreation Positions and Aquatics:
Summer Recreation Positions Effective May 31, 2017 – August 31, 2017
Molly Gehrke – Softball \$9.50/hour
Alison Langston – Lacrosse \$10.50/hour

Summer Recreation Positions: Aquatics Effective May 31, 2017 – August 31, 2017
*Trent Swartwoudt – Supervisor \$10.50/hour
*Chantel Novak – Lifeguard \$10.50/hour, Swim Aide \$10.25/hour, Class Lead \$10.50/hour
Jonathan Pownell – Lifeguard \$10.25, Swim Aide \$9.50/hour, Class Lead \$10.50/hour
Sophia Nevin – Lifeguard \$10/hour, Swim Aide \$9.50/hour, Class Lead \$10.50/hour
Cullen Hauck - Lifeguard \$10/hour, Swim Aide \$9.50/hour, Class Lead \$10.50/hour
Micahela Johnson - Lifeguard \$10/hour, Swim Aide \$9.50/hour, Class Lead \$10.50/hour
Alison Langston – Lifeguard \$10/hour, Swim Aide \$9.50/hour, Class Lead \$10.50/hour
- b. Increase/Decrease/Change in Assignment.
1. Joan McGorry, Sped EA Hand in Hand at Longfellow, add Sped EA ECSE PM for an additional 10hrs/wk. at Longfellow beginning 04/24/2017-06/06/2017.
 2. Dan Warner, Head Custodian at Sibley Elementary, change to Head Custodian at Bridgewater, beginning 05/8/2017.
- c. Leave of Absence Requests.
1. Bill Blaisdell, Custodian at the High School, Family/Medical Leave of Absence effective 04/24/2017 – for up to 60 work days.
- d. Resignations / Retirement.
1. Emileana Graupmann, Assistant Cross Country Coach at the High School, resignation effective 04/27/2017.
 2. Terri Quint, Special Education EA at the Middle School, retirement effective May 25th, 2017.
 3. Sandra Wadle, Child Nutrition Associate at Greenvale Park, resignation effective 05/11/2017.
- e. Advancement of Probationary Staff.
- Correction: Sheila Hetzel was approved at the April 24, 2017, School Board meeting to advance to second year probationary status. She should be advanced to third year probationary status.

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

** Subject to change upon Board approval of the employee agreement.

VIII. Items for Information

1. Enrollment Report – May 2017.
2. Closed Negotiations Strategy Session to follow the Board meeting on Monday, May 22, 2017.

IX. Future Meetings

Monday, May 22, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center followed by Closed Negotiations Strategy Session, District Office Conference Room

Monday, June 12, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

April 24, 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 Iverson, minutes of the Regular School Board meeting held on April 10, 2017, were unanimously approved.
- V. Announcements and Recognitions
 - On March 29th, Sibley's student council kicked off *Simply Sheets* Fundraiser. The four Ronald McDonald Houses in Minneapolis and St. Paul were in desperate need of new, white sheets for all of their beds. The student council set a goal of raising \$3,500 in two weeks to meet the need. The goal was not only met, but was exceeded. \$4,863.38 was raised. This year, for the first time ever, TWO families placed a matching challenge offer to Sibley families. If \$1,000 was raised, the two families would match the donation. Thank you to all who gave. The sheets will be purchased and brought to the Ronald McDonald House later this month.
 - Board member Hardy was a judge at the High School's Poetry Slam. Twenty students participated. Thank you to Jennifer Lompart for organizing this very inspiring event.
- VI. Committee Reports.
 - Ellen Iverson provided a report on the District Educational Program Advisory Committee (DEPAC) meeting held on Monday, April 17. A proposal for a DEPAC redesign for the 2017-2018 school year was discussed. The proposed redesign positions DEPAC as the "critical friend" of the District as part of a continuous improvement model. There would be four meetings per school year, and the membership would include more teachers and community members.
 - Julie Pritchard provided a report on the Schools for Equity in Education General Membership meeting that took place Friday, April 21.
- VII. Items for Discussion and / or Reports
 1. District Youth Council.
Members of the District Youth Council - Seniors Abby Andrade Flores and Linda Rosas Balvin, Juniors Berit Hendel and Lexi Dougherty, and Sophomore Ethan Schaffer - provided an update to the Board about their work this school year and plans for next year.
 2. Proposed 2017-2018 Non-Operating Fund Budgets.
The following proposed budgets for 2017-18 were presented by Val Mertesdorf, Director of Finance:
 - Debt Service Fund accounts for the School District's outstanding bonded indebtedness for past building construction and major capital projects. Revenues represent property tax levies, state credits, and a minor amount of interest. Expenditures represent principal and interest payments on bonds previously sold.
 - Fiduciary or Trust Fund is used to record revenues and expenditures for trust agreements where the school board has accepted responsibility to serve as trustee, as well as annual gifts and donations for student scholarships.

No action was required by the Board.

3. Proposed 2017-2018 Child Nutrition Budget.

Child Nutrition Director Stephany Stromme presented the 2017-18 proposed child nutrition budget. This fund is used to record financial activities of providing nutrition services to students, which include preparation and service of the milk, meals, and snacks in connection with school and community services activities. Typically, meal prices have increased every other year. Meal prices were increased by \$.15 for school year 2015-2016. Since the fund balance in the child nutrition budget is expected to exceed three months of operating expenses, the proposal is to spend down the fund balance rather than increase meal prices for the 2017-2018 school year. No Board action was required by the Board.

VIII. Superintendent's Report

A. Items for Individual Action

1. Contract Between Northfield Public Schools and Arcadia Charter School.

On a motion by Stratmoen, seconded by Hardy, the Board unanimously approved the Contract Between Northfield Public Schools and Arcadia Charter School effective July 1, 2017 – June 30, 2022.

2. Resolution for Termination and Non-Renewal of Probationary Licensed Staff.

On a motion by Iverson, seconded by Stratmoen, the Board unanimously adopted the Resolution related to the termination and non-renewal of the teaching contract of the probationary licensed teachers listed below effective at the end of the 2016-2017 school year. Voting 'yes' was Stratmoen, Quinnell, Iverson, Hardy, Goerwitz and Pritchard. No one voted 'no'. Colangelo was absent.

<u>Name</u>	<u>FTE</u>	<u>Position</u>
Bleckwehl, Mary	.50	Grade 2
Christopherson, Tricia	.50	Grade 2
Crase, Danielle	1.00	Special Education
Gill, Nicole	1.00	Special Education
Kremin, Megan	1.00	Early Childhood Special Education
Kubach, Aurora	1.00	Special Education
Maire, Emily	1.00	Orchestra
McLaughlin, Elizabeth	.50	Grade 2
Paulson, Tamra	1.00	Special Education
Ryan, Tiffany	1.00	Grade 4
Sterud, Gloria	1.00	Grade 2
Stulken, Shelley	1.00	Grade 5
Whitney, Jon	.60	Social Studies

The following employees are being terminated and non-renewed due to the fact that the Cannon Valley Special Education Cooperative will be hosting their own contracts effective July 1, 2017.

Ahnupkana, Wendy	1.0	Special Education
Bosch, Tracee	1.0	Special Education
Callahan, Cory	1.0	General Education
Carnevale, Corrine	1.0	Special Education
Chlan, Samantha	1.0	Special Education
Daymont, Richard	.50	Special Education
Dehnert, Diane	.50	Special Education
Hanson, Pamela	1.0	General Education
Hartwell, Carolyn	1.0	General Education
Kopp, Alison	1.0	Special Education
Laue, Brittney	1.0	Special Education
Lovrien, Catherine	.40	Special Education
Moore, Amanda	1.0	General Education
Olukiran, Courtney	1.0	Special Education
Reed, Amanda	1.0	Special Education

Roth, Melissa	1.0	Special Education
Smith, Neil	1.0	Special Education
Theis, Jennifer	1.0	Special Education
Vermillion, Thomas	1.0	Special Education

B. Items for Consent Grouping

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

1. Personnel Items.

a. Appointments.

1. Correction: William Kaul, Grounds Maintenance Tech. from 7-3:30 p.m. Mon-Thur. District Wide, beginning 04/02/2017; \$14.00/hr.
2. Bjorn Bade, Summer Maintenance Worker 7-3:30 p.m. Mon-Fri. District Wide, beginning approx. 05/01/2017-approx. 10/01/2017; \$11.25/hr.
3. Shalin Carranza, Summer BLAST Site Assistant for 6hrs/day Mon.-Thur. at the Middle School and Carleton, beginning 06/15/2017-07/27/2017; Step 1, \$12.43/hr.
4. Kristi Huettl, Summer PLUS Teacher for 4.75hrs/day Mon.-Thur. at Greenvale Park, beginning 06/15/2017-08/03/2017; Year 6-\$27.73/hr.
5. Evan Johnson, Summer Maintenance Worker 7-3:30 p.m. Mon-Fri. District Wide, beginning approx. 05/01/2017-approx. 10/01/2017; \$10.25/hr.
6. Mark Kennedy, Summer Maintenance Worker 7-3:30 p.m. Mon-Fri. District Wide, beginning approx. 04/26/2017-approx. 10/01/2017; \$10.00/hr.
7. Rebecca Lorang, 1.0 FTE EL Teacher at the Middle School, beginning 08/28/2017; BA+60, Step 1
8. Deborah Massey, 1.0 FTE Long Term Substitute First Grade Companeros Teacher at Greenvale Park Elementary, beginning 04/13/2017-06/06/2017; Shortcall - \$23.20/hr.
9. Betsy McLaughlin, .5 FTE Long Term Substitute Second Grade Teacher at Greenvale Park Elementary, beginning 08/28/2017-06/07/2018; MA, Step 6
10. Elisabeth Parroquin, Summer BLAST Site Assistant for 6hrs/day Mon.-Thur. at the Middle School and Carleton, beginning 06/15/2017-07/27/2017; Step 1 - \$12.43/hr.
11. Sara Pratt, 1.0 FTE Assistant Director of Special Services, District Wide, beginning 07/03/2017; \$113,122, Step 4.
12. Adam Rodgers, Summer Maintenance Worker 7-3:30 p.m. Mon-Fri. District Wide, beginning approx. 05/01/2017-approx. 09/29/2017; \$10.50/hr.
13. Hunter Sannes, Summer Maintenance Worker 7-3:30 p.m. Mon-Fri. District Wide, beginning approx. 05/01/2017-approx. 10/01/2017; \$10.00/hr.
14. Bill Seeberg, Homebound Instructor for up to 5hrs/wk. at the Middle School, beginning 04/10/2017-06/06/2017; BA+60, Step 14
15. Rebecca Stoufis, Long Term Substitute Special Education Resource Teacher-ASD/LD at Bridgewater, beginning 05/14/2017-06/06/2017; Short call - \$23.20/hr. 15 days on, one off.
16. Ashley Baker, 1.0 FTE Grade 2 Compañeros Teacher at Sibley, beginning 08/28/2017; BA+30, Step 1.
17. Suzann Kirkpatrick, Special Education EA – PCA for 7hrs/day with CVSEC Alex building, beginning 04/26/2017; CVSEC Spec Ed, Step 4-\$16.69/hr.
18. Aaron Lopez-Evje, Soccer Coach for up to 6hrs./wk. with Community Services, beginning 04/24/2017; \$9.50/hr.
19. *Jamin Sawyer, 1.0 FTE Physical Therapist at Longfellow/District Wide, beginning 07/03/2017; MA Step 14.

b. Increase/Decrease/Change in Assignment.

1. Correction: Katrina Warner, Substitute at Longfellow, add Targeted Services PLUS Site Assistant for 5.75hrs/day for 4days/wk. at Greenvale Park, beginning 06/15/2017-08/03/2017; Step 1-\$12.77/hr.
2. Elliot Courchaine, Educational Assistant at the Middle School, add Target Services Summer BLAST Site Assistant for 6hrs/day Mon.-Thur. at the Middle School, beginning 06/15/2017-07/27/2017; Step 2 - \$12.77/hr.

3. Marcy Korynta, School Psychologist CVSEC/Northfield for .6 FTE High School and .4 FTE CVSEC, change to School Psychologist Northfield for .6 FTE High School and .4 FTE ALC beginning 08/28/2017.
 4. Deborah Massey, Teacher with Community Services, add Targeted Services Summer BLAST Teacher for up to 6 hrs/day at the Middle School, beginning 06/15/2017-07/27/2017; Year 1-\$27.11/hr.
 5. Nicholas Mertesdorf, EA at the High School, add Summer Maintenance Worker 7-3:30 p.m. Mon-Fri. District Wide, beginning 06/13/2017-approx. 08/31/2017; \$10.25/hr.
 6. David Piper, Teacher at the Middle School, add Seasonal Building and Grounds Technician from 7-3:30 p.m. Mon-Thur, beginning 06/13/2017-approx. 08/31/2017; \$14.
 7. Wendy Ahnupkana, Special Education Teacher at CVSEC-Alex, add Lead Teacher at CVSEC-Alex effective 03/30/2017; \$500 Yearly Stipend
 8. Samantha Chlan, Special Education Teacher at CVSEC-STEP, add Lead Teacher at CVSEC-STEP effective 03/30/2017; \$500 Yearly Stipend
 9. Brittany Ellerbusch, Teacher at Bridgewater, add Targeted Services Summer PLUS Teacher for up to 1.75hrs./day at Greenvale Park, beginning 06/15/2017-08/03/2017; Year 7 \$27.73/hr.
 10. Brittney Laue, Special Education Teacher at CVSEC-SUN, add Lead Teacher at CVSEC-SUN effective 03/30/2017; \$500 Yearly Stipend
 11. Carolyn Manderfeld, Special Ed EA at the Middle School, add Targeted Services Summer PLUS Club Leader for up to 1.75hrs/day for 4 days/wk. at Greenvale Park, beginning 06/19/2017-08/03/2017; \$20.09/hr.
 12. Jamin Sawyer, Physical Therapist at Longfellow/District Wide, add 20 extra Contract Days with the District effective 08/22/2017.
 13. Erik Swenson, Teacher at Bridgewater, add Targeted Services Summer PLUS Teacher for up to 1.75hrs./day at Greenvale Park, beginning 06/15/2017-08/03/2017; Year 3 \$27.11/hr.
 14. Lisa Weis, ASD Teacher at the High School, change to 1.0 FTE Health Teacher at the Middle School, beginning with the 2017-18 school year.
- c. Leave of Absence Requests Approved.
1. Correction: Kimberly Medin, Special Education Educational Assistant PCA at the Middle School Family/Medical Leave of absence, beginning 04/03/2017-04/28/2017. Change return date to 05/10/2017.
 2. Scott Peterson, Teacher at the High School, Leave of Absence for the 2017-18 school year.
- d. Resignations / Retirement / Termination.
1. Shannon Flegel, Occupational Therapist at Longfellow, resignation effective 06/30/2017.
 2. Daniel Hampsey, Head Custodian at Bridgewater, resignation effective 04/30/2017.
 3. Ellie Ims, KidVentures Student Site Assistant at Greenvale Park Elementary, resignation effective 05/01/2017.
 4. Jacqueline Ims, Psychologist at Greenvale Park Elementary, resignation effective end of the 2016-17 school year.
 5. Kateva Shavers, Due Process Clerical at Greenvale Park and the Middle School, termination effective 04/13/2017.
 6. Tom White, Special Education Coordinator with CVSEC, resignation effective end of the 2016-17 school year.
 7. David Craft, Greenvale Park Elementary School Principal, retirement by agreement effective August 31, 2017.

The following employees are being terminated due to the fact that the Cannon Valley Special Education Cooperative will be hosting their own contracts effective July 1, 2017:

8. Alyssa Anderson – Educational Assistant, effective 06/30/2017.
9. Patricia Anderson – Office Employee, effective 06/30/2017.
10. Melissa Antonell – Educational Assistant, effective 06/30/2017.
11. Kelcey Aspelund – Educational Assistant, effective 06/30/2017.

12. Mark Borene – Educational Assistant, effective 06/30/2017.
 13. Lauren Briscoe – Educational Assistant, effective 06/30/2017.
 14. Karleigh Bushaw – Educational Assistant, effective 06/30/2017.
 15. Brandie Carlson – Educational Assistant, effective 06/30/2017.
 16. Julieann DeMars – Educational Assistant, effective 06/30/2017.
 17. Andrew Dimick – Alexander Learning Academy Site Coordinator, effective 06/30/2017.
 18. Emily Drevlow – Educational Assistant, effective 06/30/2017.
 19. Charlotte Feely – Nurse, effective 06/30/2017.
 20. Melissa Fischer – Educational Assistant, effective 06/30/2017.
 21. Amber Frederickson – Educational Assistant, effective 06/30/2017.
 22. Kristi Hayes – Educational Assistant, effective 06/30/2017.
 23. Michelle Horak – Educational Assistant, effective 06/30/2017.
 24. Alea Johnston – Educational Assistant, effective 06/30/2017.
 25. April Kalscheuer – Educational Assistant, effective 06/30/2017.
 26. Corrine Kelly – Confidential Employee, effective 06/30/2017.
 27. Lynn Krominga – Executive Director of Cannon Valley Special Education Cooperative, effective 06/30/2017.
 28. Joseph Larscheid – Educational Assistant, effective 06/30/2017.
 29. Rebecca Maxwell Bender – Educational Assistant, effective 06/30/2017.
 30. Elizabeth McColley – Educational Assistant, effective 06/30/2017.
 31. Nicole Monroe – Educational Assistant, effective 06/30/2017.
 32. LaLonnice Moorman – Educational Assistant, effective 06/30/2017.
 33. Debra O'Meara – Office Employee, effective 06/30/2017.
 34. Cachina Rock – Educational Assistant, effective 06/30/2017.
 35. Jocelyn Scheiber – Educational Assistant, effective 06/30/2017.
 36. Derrick Schroeder – Educational Assistant, effective 06/30/2017.
 37. Lisa Schuenke – Educational Assistant, effective 06/30/2017.
 38. Amelia Wendt – Educational Assistant, effective 06/30/2017.
 39. Stacey White – Educational Assistant, effective 06/30/2017.
 40. Regina Young – Educational Assistant, effective 06/30/2017.
 41. Lucinda Huschle, Special Education Educational Assistant at the High School, retirement effective at the end of the 2016-2017 school year.
 42. Rachel Morrison, School Social Worker at Greenvale Park, resignation effective end of the 2016-2017 school year.
- e. Advancement of Probationary Licensed Staff
- Advancement of Licensed Staff to Tenure Status 2017-18
Charlie Alvarez, Susan Bolton, Erin Brush, Kathleen Casson, Kristen Craft, Molly Ericksen, Tyler Faust, Margaret Goldade, Kristi Kortuem, Angela Kruse, Suzanne Lanza, Joyce Lindstrom, Erica Ness, Erin Nohava-Hall, Dustee Phenow, Amy Randall, Anna Rubin, Rachael Schlossin, Micah Schultz, Chris Scoville-Riazi, Allison Sweeney, Daniel Taylor, Alexi Thompson, Lori Warner, Diane Wiese, Theresa Wilson, Kari Winter, Megan Winter
- Advancement of Licensed Staff to Third Year Probationary Status
Jennifer Allison, Tyler Balow, Stacie Banks, Anne Campbell, Taylor Farm, Marcy Korynta, Elizabeth Pfeffer, Jodie Rud, Ellen Trotman
- Advancement of Licensed Staff to Second Year Probationary Status
Amy Conway, Kelley Foehrkolb, Jamie Forbord, Sheila Hetzel, Rebecca Lorang, Rachel Morrison, Natalia Romero, Kyle Roth, Melissa Shepherd, Amber Soderlund

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

** Subject to change upon Board approval of the employee agreement.

IX. Items for Information

1. First Reading of Revised School Board Policy 533 – Wellness.

Superintendent Hillmann and Director of Child Nutrition Stephany Stromme reviewed the proposed revised School Board Policy 533. This new Wellness Policy is an entire replacement of the current policy. While there are a number of similarities, there are numerous differences necessitated by Federal Law.

X. Future Meetings

Monday, May 8, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, May 22, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

XI. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 9:15 p.m. into a closed negotiations strategy session.

At 9:21 PM Board Chair Julie Pritchard called the closed negotiations strategy session to order. At 10:57 PM, Stratmoen moved and Goerwitz seconded to adjourn the closed session. Motion unanimously passed.

Noel Stratmoen
School Board Clerk

MEMORANDUM

TO: School Board Members
Dr. Hillmann, Superintendent

FROM: Cheryl Hall
Director of Special Services

DATE: May 8, 2017

RE: Special Education Services 2017-18

The Special Services department has reviewed the student projections and workload analysis required for the provision of special education services when determining staff allocations. I have included a presentation outlining an overview of our special education child count, increased special needs and proposed allocation changes. It also includes possible options to consider as we finalize plans for the 2017-18 school year to meet these needs.

Northfield Public Schools Special Education Update

Projections and Needs

FY 2018

Cheryl Hall

Director of Special Services

Current Reality

- Dec. 1 Special Ed Child Count = 575
 - (8% Increase over 2 years)
- Workload Analysis Calculation
 - Number of students + complexity of needs + IEP service time = Need for increased staffing
- Due Process Clerical Pilot 2016-17
 - Provided teachers additional time to focus on their teaching to meet required IEP services
 - Mixed results

2017-18 Projections

- Longfellow
 - ECSE Integrated Preschool (Hand-in-Hand) will begin the year at maximum capacity
 - This year we've added 15 birth-2 and 22 age 3-5 students so far this school year
 - Project the need to add:
 - 1.0 ECSE Instructor
 - 0.5 Speech/Language Clinician
 - 0.25 School Psychologist
 - No additional Integrated Preschool classroom space available at Longfellow

2017-18 Projections

- Elementary

- Existing resource rooms will start the year with an average of 12 students
 - Workload Analysis Calculation indicates maximum capacity is 14 students
- Both Level II/III NB Classrooms at Sibley will begin the year at capacity, given the available space.
 - Influx of ASD students from ECSE NB
- LI program at Sibley will begin the year with 5 students (capacity 6)

2017-18 Projections

- Elementary
 - Level II/III EBD program at Bridgewater will begin the year over capacity.
 - Level II/III DCD program at Greenvale park will begin the year with 11 students
 - Need to create additional capacity to serve Level I and II ASD and EBD students at Bridgewater, Greenvale Park and Sibley
 - Many current spaces used for special education were not intended as instructional space
 - Caseloads are limited by instructional space
-

2017-18 Projections

- Elementary
 - Three special education staff currently share one classroom at Greenvale Park and at Sibley
 - Need to add:
 - 1.0 FTE resource at Sibley
 - 0.5 FTE resource at Bridgewater
 - 0.5 FTE resource at Greenvale Park
 - Address special education instructional space issues at all three elementary buildings
 - Separate EBD classroom space at Sibley
 - Create motor room at Bridgewater

2017-18 Projections

- Middle School
 - Middle School NB Program will begin year at maximum capacity
 - Large number special education students moving to HS next fall, offset by a large number of 6th grader entering next fall
 - More students with complex and/or high needs
 - Reallocate existing staff to address needs

2017-18 Projections

- High School
 - The number of students in the LI program at the HS is decreasing for the foreseeable future
 - Currently three special ed teachers share one classroom
 - Large number of students entering 9th grade next fall
 - 27 special ed students graduating, 42 incoming 9th graders
 - Reallocate 1 FTE from LI program to expand capacity of resource rooms.

Options

- ECSE - Longfellow
 - Move Special Services offices and itinerant staff off site to leased space
 - Purchase Early Childhood slots in community preschools
 - Create special ed only classrooms to meet needs of students with higher needs

Options

- Elementary
 - Identify any unused space that can be used for special education
 - Move special education classrooms to larger spaces so that they can serve more students
 - Cited by MDE for providing inadequate special education instructional space
 - Ask special education staff to accept 'overload pay' to teach additional hours
-

Options

- High School
 - Identify any unused space that can be used for special education
 - Move special education classrooms to larger spaces so that they can serve more students
 - Create additional handicapped accessible bathroom spaces for students with physical impairments
-

Internal Service Fund | Proposed Budget | May 8, 2017

Val Mertesdorf, Director of Finance

The Internal Service Fund is used to account for the District's self insured health and dental plans. The dental plan was established in FY06 and the health plan was established in FY12. The revenue is generated by the premiums that the district, our employees and our retirees pay. Expenditures are actual claims expense and the cost to administer the plan. Currently we use Delta Dental and Blue Cross Blue Shield as our plan administrators. The Internal Service Fund is a proprietary fund that is presented separately in the financial statements.

GENERAL INFORMATION:

Overall our self insurance plans have performed very well. The Benefits Advisory Committee has set a minimum fund balance goal of \$200,000 for dental and \$2,000,000 for health. You will see on the following slides that we surpassed our fund balance goals, eliminated the liability in the general fund and held our rates flat in a time when many organizations are seeing double digit rate increases!

In the prior year we had projected the addition of roughly 40 people to our health and dental plans due to our fiscal host arrangement with the Cannon Valley Special Education Cooperative. The actual count is very close to this estimate. With CVSEC becoming its own entity next fiscal year those employees will no longer be enrolled in Northfield's benefit plan. This is the reason for the decline in participation.

DENTAL:

Our dental participation has consistently been increasing. Participation is up 5% since 2015-16, excluding the CVSEC participation. The dental program had built a significant fund balance. In FY14 we utilized the fund balance to reduce premiums by 50% to partially offset an 8% increase in health premiums. As of the January 1, 2016, the rates have been restored back. The benefits advisory committee recommended holding rates flat.

On the financial summary you will see the premium and expenditures are projected to decrease, but we have still seen increased participation compared with 2015-16. We are projecting to end 2017-18 with \$246,704 which is above our minimum fund balance goal.

HEALTH:

The health plan continues to see significant increases in enrollment. As with dental, our enrollment is projected to be higher than it was in 2015-16. The benefits advisory committee recommended a zero percent increase to our health premiums. This is the fifth year we haven't had to increase premiums which is pretty remarkable.

The health financial summary shows a decrease in premium revenue this is due to CVSEC staff moving to their own employment model. Our projected claims and administrative fee are based on data from our renewal with Blue Cross Blue Shield as well as a projected increase due to more enrollees.

SUMMARY:

Overall, our self insurance has been incredibly successful. This is one of the best stories in terms of stewardship of our resources. The Benefits Advisory Committee under Molly Viesselman's leadership has done a tremendous job maintaining benefits and saving the district money. All the money shown in our ending fund balance is money we were leaving on the table when we were insured through the Cooperative. The work of the Benefit Advisory Committee has really paid off for the employees and retirees for the District!



2017-18 Proposed Budget

INTERNAL SERVICE FUND

Internal Service Fund Basics



- Fund that accounts for our self insured health and dental plans
- Dental was established in FY06 and Health was added in FY12
- Revenue is from the premiums paid by the District, Employees and Retirees
- Expenditures reflect actual claims paid and the administration of the plan
- Currently using Delta Dental and Blue Cross Blue Shield
- Stand alone fund that is presented separately on our financial statements

DENTAL



PARTICIPATION

	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Single	187	214	186	174	175	175	164
Family	369	380	342	329	313	289	291
Total	556	594	528	503	488	464	455
Change	-6.4%	12.5%	5.0%	3.1%	5.2%	2.0%	3.9%

PREMIUM

	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Single	38.07	38.07	38.07	28.55	19.04	38.07	38.07
Family	112.21	112.21	112.21	84.16	56.11	112.21	112.21

Dental Financials

	2014-15
	AUDIT RESULTS
Beginning Balance	\$356,358
Premiums	375,417
Total Sources	731,775
Insurance Claims	451,434
Administrative Fees	38,189
Total Expenditures	489,623
Ending Fund Balance	\$242,152

Financial Summary

2015-16	2016-17	2017-18
AUDIT RESULTS	ADOPTED BUDGET	PROPOSED BUDGET
\$242,152	\$225,234	\$224,266
475,881	570,138	545,387
718,033	795,372	769,653
456,279	527,498	483,019
36,520	43,608	39,931
492,799	571,106	522,950
\$225,234	\$224,266	\$246,704

PARTICIPATION

	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Single	156	173	158	160	154	158	147
Family	288	307	277	250	242	277	245
Total	444	480	435	410	396	435	392
Change	-7.5%	10.3%	6.1%	3.5%	0.0%	1.0%	2.1%

PREMIUM

	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
CMM – S	602.70	602.70	602.70	602.70	602.70	558.06	537.50
CMM – F	1,629.32	1,629.32	1,629.32	1,629.32	1,629.32	1,508.63	1,456.50
HRA – S	598.92	598.92	598.92	598.92	598.92	554.56	534.00
HRA - F	1,616.90	1,616.90	1,616.90	1,616.90	1,616.90	1,497.13	1,445.00

Health Fina

2014-15

AUDIT RESULTS

Beginning Balance	\$2,278,003
Premiums	6,043,805
Total Sources	8,321,808
Insurance Claims	4,033,103
Administrative Fees	864,168
Total Expenditures	4,897,271
Ending Fund Balance	\$3,424,537

ncial Summary



2015-16	2016-17	2017-18
AUDIT RESULTS	ADOPTED BUDGET	PROPOSED BUDGET
\$3,424,537	\$4,246,259	\$4,988,195
6,260,007	7,097,257	6,673,720
9,684,544	11,343,516	11,661,915
4,524,875	5,361,528	4,792,415
913,410	993,793	967,417
5,438,285	6,355,321	5,759,831
\$4,246,259	\$4,988,195	\$5,902,083



COMMUNITY SERVICES

2017-2018 PRELIMINARY

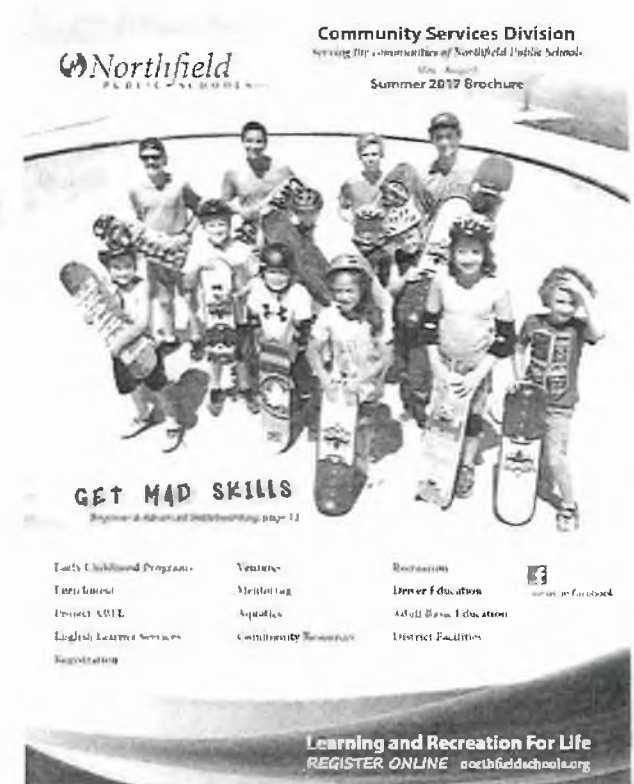
BUDGET PRESENTATION

May 8, 2017



Principles of Community Education

- Lifelong Learning
- Maximizing Community & School Resources
- Maximizing Community & School Facilities
- Promoting Collaboration & Partnerships
- Citizen Involvement



Community Services Program Components



Adult Learning

- Adult Lifelong Learning
- Adult Basic Education/EL
- Driver Education
- Project ABLE
- Recreation



Youth Programs

- Middle School Youth Center
- Kid Ventures Programs
- Youth Development/Service Learning
- Connected Kids Mentoring
- Recreation





Community Services Program Components



Early Childhood

- Early Childhood & Family Education
- Early Childhood Screening
- Hand in Hand Preschool/Bridges to K
- Early Childhood Initiative Coalition
- Early Ventures Child Care Center
- Recreation

Community Programs

- Facility Use
- Community Relations
- Greenvale Park Community School





Budget Revisions for FY 17



Fund Balance as of June 30, 2016	\$ 530,927
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Preliminary Budget FY 17

Revenues	2,461,248
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Expenditures	<u>2,428,655</u>
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Revenue over expenditures for FY 17	\$ 32,593
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Projected total fund balance as of June 30, 2017	\$ 563,520
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Revised Budget FY 17

Revenues	2,536,105
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Expenditures	<u>2,460,136</u>
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Revenue over expenditures for FY 17	\$ 75,969
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Projected total fund balance as of June 30, 2017	\$ 606,896
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Budget Revisions for FY 17



Major factors contributing to the changes in revenues and expenditures:

1. Increase in participation of school-age childcare (Kid Ventures).
 - 2015-16 – 478 slots filled
 - 2014-15 – 450 slots filled
 - 2013-14 – 419 slots filled
 - 2012-13 – 334 slots filled
2. Increased participation in health insurance.
3. Increase in students accessing Pathway I Early Learning Scholarships to attend Hand in Hand Preschool.



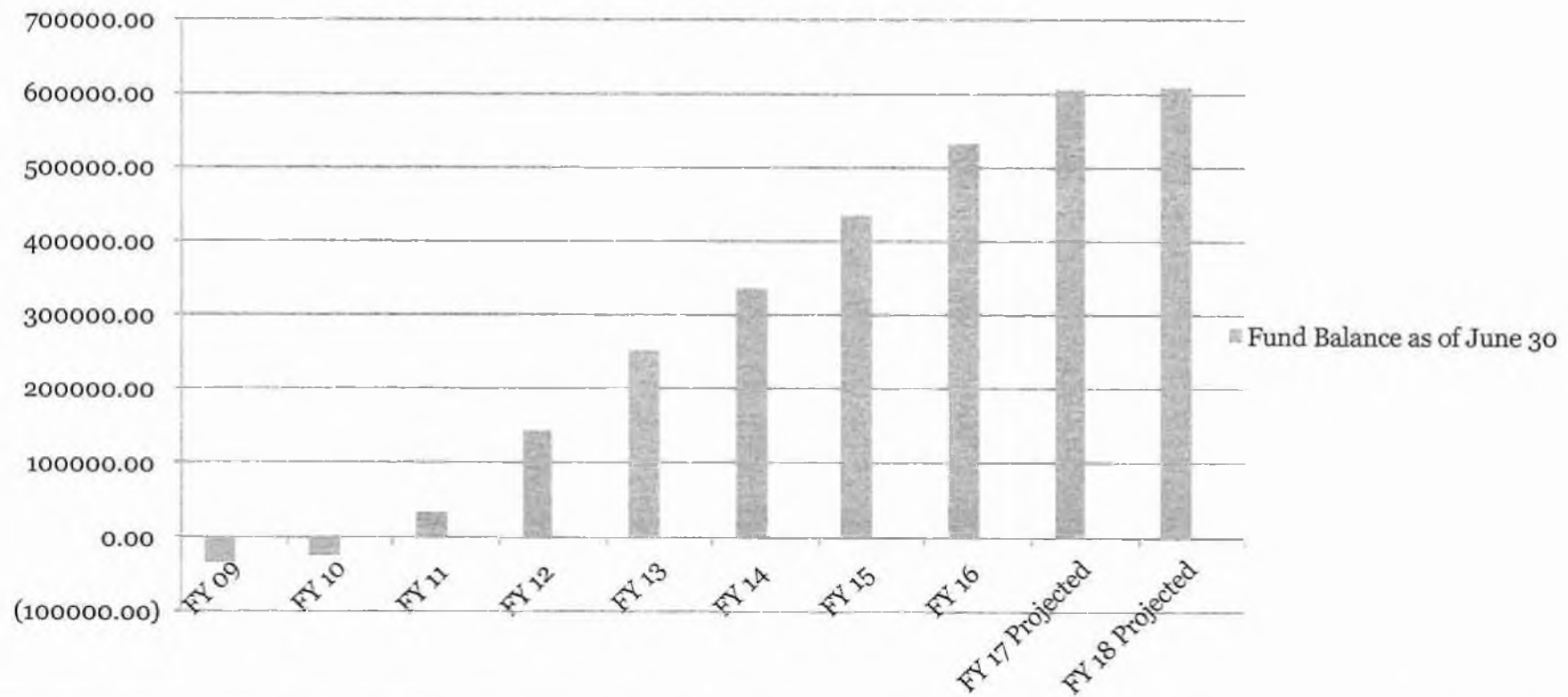
Community Services Budget Goals



- **To work toward an overall fund balance that equals at least two months of the Community Services Division's operating expenses.**
- **To increase the fund balance for the purpose of larger capital projects.**



Community Services Fund Balance History





Community Services FY 18 Budget Assumptions



Revenues

- Maintaining revenue for fees based on the activity in FY 18.
- Decrease in state aid for Early Childhood Family Education and School Readiness.
- Continuation of Pathway I and II Early Learning Scholarship funding.
- Several grant applications

Expenditures

- Appropriate increases in salaries, wages and insurance.
- Continuation of the \$10,000 school district partner funding for Northfield Healthy Community Initiative.
- Increased participation in health insurance.

Neutral

- No longer fiscal host for the Rice County Family Services Collaborative staff.



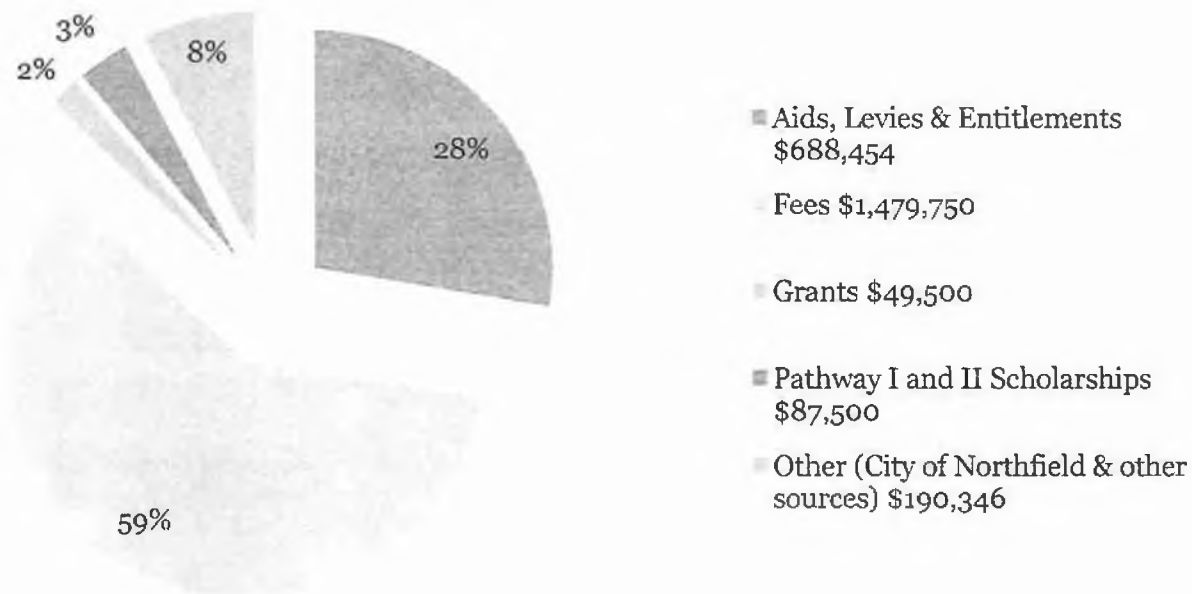
2017 – 2018 Revenue Sources



- State aid and local levy dollars based on a funding formula established by the Minnesota State Legislature \$688,454 (28%)
- Participant fees (enrichment, recreation, early childhood family education (ECFE), driver education, special events, child care and preschool) \$1,479,750 (59%)
- Grants submitted \$49,500 (2%)
- Other local sources \$190,346 (8%)
- Pathway I and II Early Learning Scholarships \$87,500 (3%)



2017 – 2018 Revenue Sources





Community Services FY 18 Budget



• Projected Fund Balance as of June 30, 2017	\$ 606,896
• Revenues	2,495,550
• Expenditures	<u>2,493,419</u>
• Revenue over expenditures for FY 18	\$ 2,131
• Projected total fund balance as of June 30, 2018	\$ 609,027



Community Services Expenditures that directly benefit K-12 & district operations

Facilities Coordination	\$ 27,951
Healthy Community Initiative (HCI)	10,000
Hand in Hand Preschool	130,836
Early Childhood Screening	14,210
Early Ventures child care site at Longfellow accessible to ALC teen parents	210,000
Bridges to Kindergarten	10,942
Connected Kids Mentoring Project	43,984
Middle School Youth Center	40,296
United Way grant to partner with Targeted Services for PLUS	25,000
Early Childhood Family Education	224,204
Family School	46,019
Pathway I and II Early Learning Scholarships	87,500
Greenvale Park Community School	<u>142,011</u>
Total	\$1,012,953**

** (41% of total Community Services Division budget)



Variables



- Actual Program Enrollments
- Fee Collection
- Grant Funding



Greenvale Park Community School



Due to the Federal grant, funds for the Greenvale Park Community School are part of the General Fund (01 Fund.)

FY 17 Funding

21 st Century Community Learning Center grant	\$94,611
Northfield Public Schools	23,050
Northfield SHARES	16,950
MN Alliance with Youth - Serve a Smile Grant	900
Community donations & WINGS	<u>6,500</u>
Total Funding	\$142,011

FY 18 Funding – to date

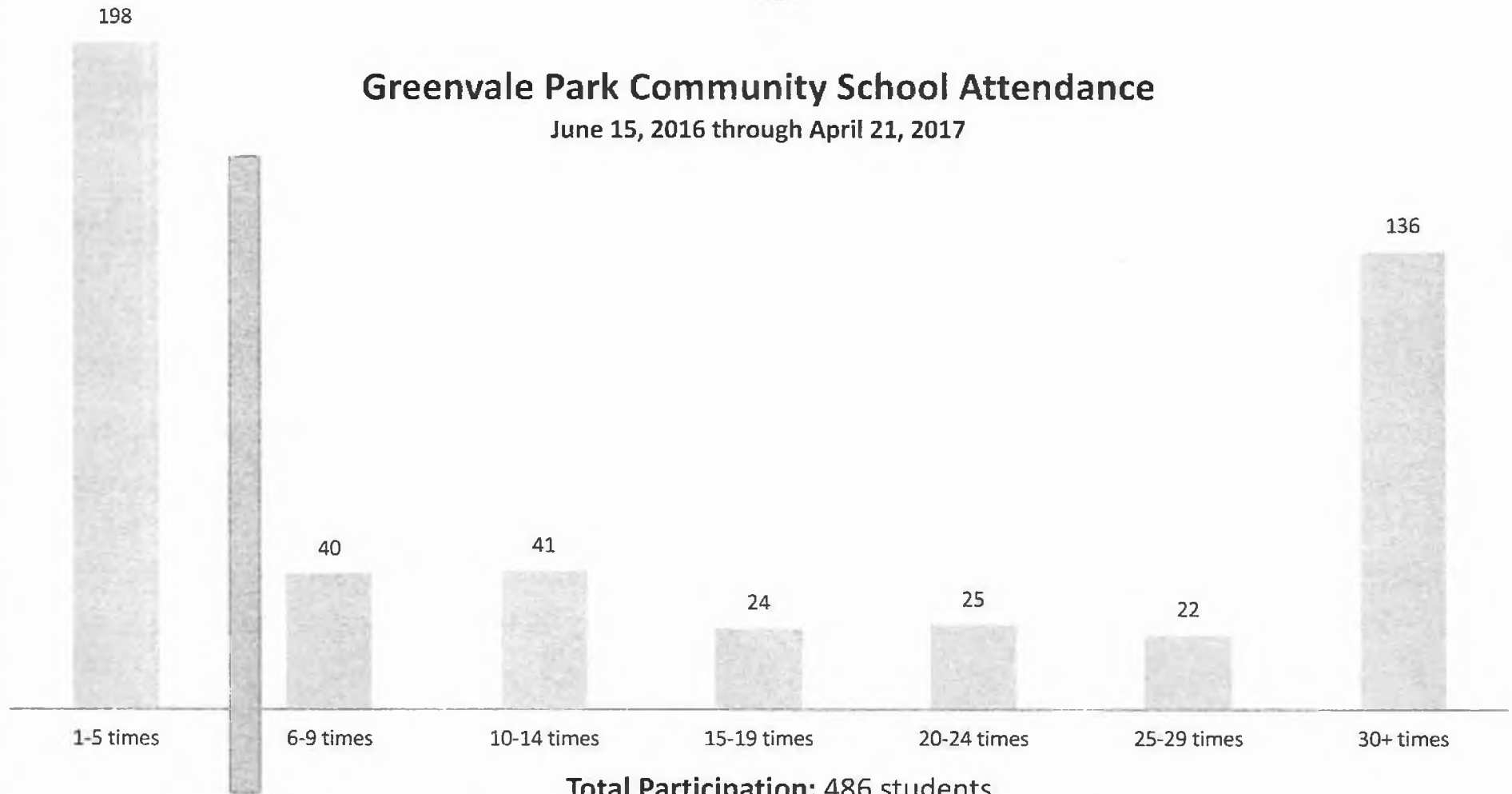
Northfield Public Schools	\$40,000
21 st Century Community Learning Center grant – not secured	94,000 (approx.)

Greenvale Park Community School



Greenvale Park Community School Attendance

June 15, 2016 through April 21, 2017



Total Participation: 486 students

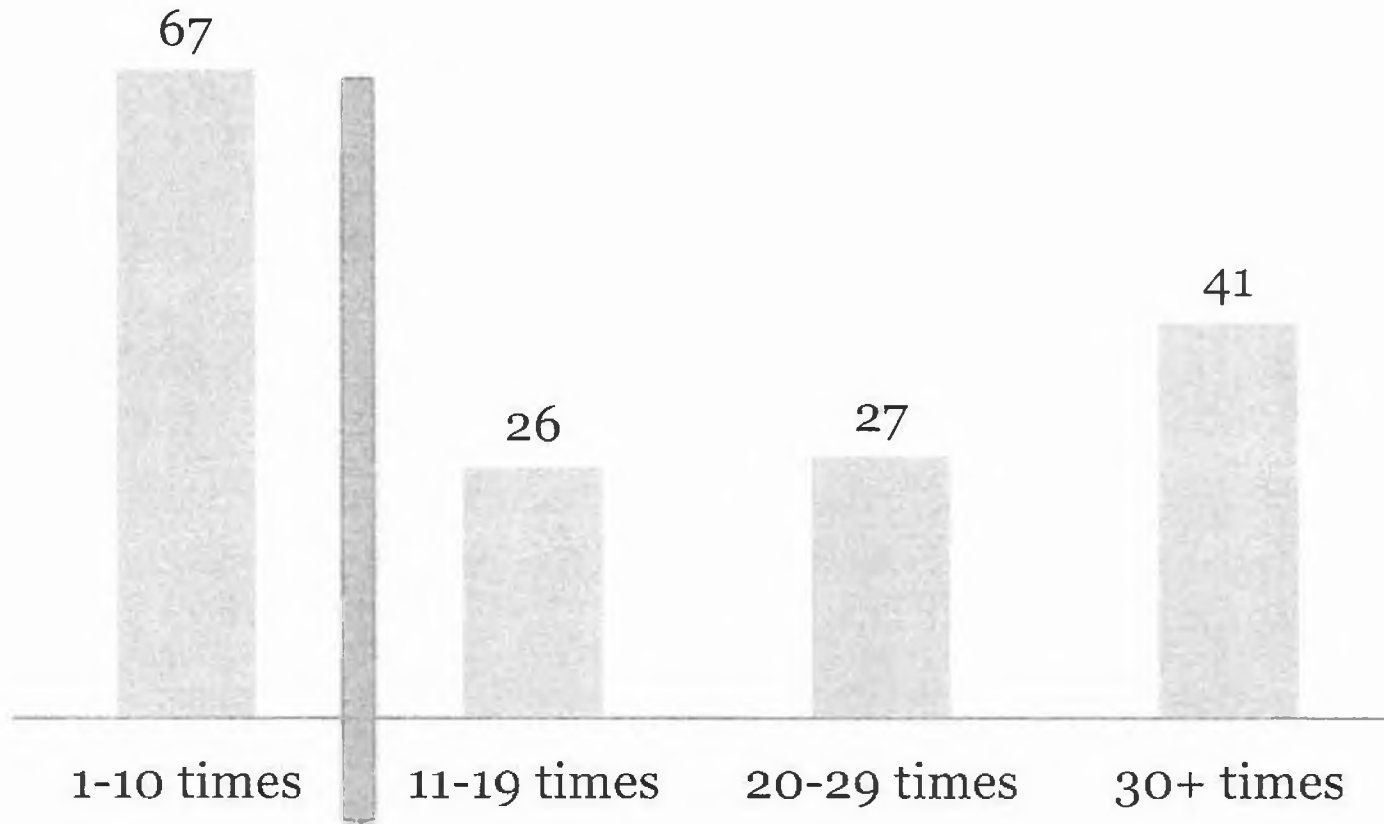
Participation for Minnesota Department of Education Grant: 288 students

Greenvale Park Community School



Middle & High School Attendance

June 15, 2016 through April 21, 2017



Greenvale Park Community School



MDE Attendance Targets:

- 175 Greenvale students take part in activities (**288 GVP; 382 total with NMS & NHS**)
- 130 students (70%) attend 30+ days during the program year (**136 GVP; 177 total with NMS & NHS**)
- 28 students (30+) 5th grade and older (**39 GVP 5th grade; 80 total with MS and HS**)



- Questions and Comments

[Note: All school districts that participate in the National School Lunch and School Breakfast Programs are required by the Healthy, Hunger-Free Kids Act of 2010 (Act) to have a wellness policy that includes standards and nutrition guidelines for foods and beverages made available to students on campus during the school day, as well as specific goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. The Act requires the involvement of parents, students, representatives of the child nutrition department, teachers of physical education, school health professionals, the school board, school administrators, and the public in the development, implementation, and periodic review and update of the wellness policy. The Act also requires a plan for measuring implementation of the policy and reporting wellness policy content and implementation issues to the public, as well as the designation of at least one person charged with responsibility for the implementation and oversight of the wellness policy to ensure the school district is in compliance with the policy.]

I. PURPOSE

The purpose of this policy is to set forth methods that promote student wellness, prevent and reduce childhood obesity, and assure that school meals and other food and beverages sold and otherwise made available on the school campus during the school day are consistent with applicable minimum local, state, and federal standards.

II. GENERAL STATEMENT OF POLICY

- A. The school board recognizes that nutrition promotion and education, physical activity, and other school-based activities that promote student wellness are essential components of the educational process and that good health fosters student attendance and learning.
- B. The school environment should promote students' health, well-being, and ability to learn by encouraging healthy eating and physical activity.
- C. The school district encourages the involvement of parents, students, representatives of the child nutrition department, teachers, school health professionals, the school board, school administrators, and the general public in the development, implementation, and periodic review and update of the school district's wellness policy.
- D. Children need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.
- E. All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- F. Qualified child nutrition personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.

III. WELLNESS GOALS

A. Nutrition Promotion and Education

1. The school district will encourage and support healthy eating by students and engage in nutrition promotion that is:
 - a. offered as part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health;
 - b. part of health education classes, as well as classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects, where appropriate; and
 - c. enjoyable, developmentally appropriate, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips.
2. The school district will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte/snack lines, vending machines, fundraising events, concession stands, and student stores.

B. Physical Activity

1. Students need opportunities for physical activity and to fully embrace regular physical activity as a personal behavior. Toward that end, health and physical education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities;
2. Opportunities for physical activity will be incorporated into other subject lessons, where appropriate; and
3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.

C. Communications with Parents

1. The school district recognizes that parents and guardians have a primary role in promoting their children's health and well-being.
2. The school district will support parents' efforts to provide a healthy diet and daily physical activity for their children.
3. The school district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.
4. The school district will provide information about physical education and other school-based physical activity opportunities and will support parents' efforts to provide their children with opportunities to be physically active outside of school.

IV. STANDARDS AND NUTRITION GUIDELINES

[Note: The Act requires that school districts have standards, selected by the school district, for all foods available on the school campus during the school day with the objective of promoting student health and reducing childhood obesity. For foods and beverages sold to students during the school day on school campus, the Act requires that school districts also have nutrition guidelines.]

A. School Meals

[Note: The Act specifically requires that the wellness policy contain standards and nutrition guidelines for all foods and beverages sold to students during the school day that are consistent with the meal requirements for lunches and after-school snacks set forth in 7 C.F.R. § 210.10 and the meal requirements for breakfasts set forth in 7 C.F.R. § 220.8.]

1. The school district will provide healthy and safe school meal programs that comply with all applicable federal, state, and local laws, rules, and regulations.
2. Child nutrition personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students.
3. Child nutrition personnel will try to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning.
4. Child nutrition personnel will provide clean, safe, and pleasant settings and adequate time for students to eat.
5. Child nutrition personnel will take every measure to ensure that student access to foods and beverages meets or exceeds all applicable federal, state, and local laws, rules, and regulations and that reimbursable school meals meet USDA nutrition standards.
6. Child nutrition personnel shall adhere to all applicable federal, state, and local food safety and security guidelines.
7. The school district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.
8. The school district will provide students access to hand washing or hand sanitizing before they eat meals or snacks.
9. The school district will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day.
10. The school district will discourage tutoring, club, or organizational meetings or activities during mealtimes unless students may eat during such activities.

B. School Food Service Program/Personnel

1. The school district shall designate an appropriate person to be responsible for the school district's food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of

foods and beverages made available on campus to ensure food and beverage choices are consistent with current USDA guidelines.

2. As part of the school district's responsibility to operate a food service program, the school district will provide continuing professional development for all child nutrition personnel in schools.

C. Competitive Foods and Beverages

1. All foods and beverages sold on school grounds to students, outside of reimbursable meals, are considered "competitive foods." Competitive foods include items sold a la carte in the cafeteria, from vending machines, school stores, and for in-school fundraisers.
2. All competitive foods will meet the USDA Smart Snacks in School (Smart Snacks) nutrition standards and any applicable state nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits.
3. Before and Aftercare (child care) programs must also comply with the school district's nutrition standards unless they are reimbursable under USDA school meals program, in which case they must comply with all applicable USDA standards.

D. Other Foods and Beverages Made Available to Students

1. Student wellness will be a consideration for all foods offered, but not sold, to students on the school campus, including those foods provided through:
[**Note: Up to two special event exceptions will be allowed per building per year. These events will be determined by the building administrator and Wellness Committee Coordinator. These exceptions will be documented on our District Wellness procedures form.]
 - a. Celebrations and parties. The school district will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas. *[Note: See accompanying document for suggested lists.]*
 - b. Classroom snacks brought by parents. The school district will provide to parents a list of suggested foods and beverages that meet Smart Snacks nutrition standards. *[Note: See accompanying document for suggested lists.]*
2. Rewards and incentives. Schools will not use foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.
3. Fundraising. The school district will make available to parents and teachers a list of suggested healthy fundraising ideas. *[Note: See accompanying document for suggested lists.]*

E. Food and Beverage Marketing in Schools

1. School-based marketing will be consistent with nutrition education and health promotion.
2. Schools will restrict food and beverages marketing to the promotion of only those foods and beverages that meet the Smart Snacks nutrition standards.

V. **WELLNESS LEADERSHIP AND COMMUNITY INVOLVEMENT**

A. Wellness Coordinator

1. The superintendent will designate a school district official to oversee the school district's wellness-related activities (Wellness Coordinator). The Wellness Coordinator will ensure that each school implements the policy.
2. The principal of each school, or a designated school official, will ensure compliance within the school and will report to the Wellness Coordinator regarding compliance matters upon request.

B. Public Involvement

1. The Wellness Coordinator will permit parents, students, representatives of the child nutrition department, teachers of physical education, school health professionals, the school board, school administrators, and the general public to participate in the development, implementation, and periodic review and update of the wellness policy.
2. The Wellness Coordinator will hold meetings, from time to time, for the purpose of discussing the development, implementation, and periodic review and update of the wellness policy. All meeting dates and times will be posted on the school district's website and will be open to the public.

VI. **POLICY IMPLEMENTATION AND MONITORING**

A. Implementation and Publication

1. After approval by the school board, the wellness policy will be implemented throughout the school district.
2. The school district will post its wellness policy on its website, to the extent it maintains a website.

[Note: Per Minn. Stat. § 121A.215, when available, a school district must post its current local school wellness policy on its website.]

B. Annual Reporting

The Wellness Coordinator will annually inform the public about the content and implementation of the wellness policy and make the policy and any updates to the policy available to the public.

C. Triennial Assessment

1. At least once every three years, the school district will evaluate compliance with the wellness policy to assess the implementation of the policy and create a report that includes the following information:
 - a. the extent to which schools under the jurisdiction of the school district are in compliance with the wellness policy;
 - b. the extent to which the school district's wellness policy compares to model local wellness policies; and
 - c. a description of the progress made in attaining the goals of the school district's wellness policy.
2. The Wellness Coordinator will be responsible for conducting the triennial assessment.
3. The triennial assessment report shall be posted on the school district's website or otherwise made available to the public.

D. Recordkeeping

The school district will retain records to document compliance with the requirements of the wellness policy. The records to be retained include, but are not limited to:

1. The school district's written wellness policy.
2. Documentation demonstrating compliance with community involvement requirements, including requirements to make the local school wellness policy and triennial assessments available to the public.
3. Documentation of the triennial assessment of the local school wellness policy for each school under the school district's jurisdiction efforts to review and update the wellness policy (including an indication of who is involved in the update and methods the school district uses to make stakeholders aware of their ability to participate on the Wellness Committee).

Policy 533 – Wellness

Adopted: 5.22.2006, Revised 3.11.2013, Updated 5.2013, Pending Update May 2017

School Board

INDEPENDENT SCHOOL DISTRICT 659

Northfield, Minnesota

Legal References:

Minn. Stat. § 121A.215 (Local School District Wellness Policy)
42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
42 U.S.C. § 1758b (Local School Wellness Policy)
42 U.S.C. § 1771 *et seq.* (Child Nutrition Act of 1966)
7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
7 C.F.R. § 210.10 (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)

Local Resources:


Minnesota Department of Education, www.education.state.mn.us
Minnesota Department of Health, www.health.state.mn.us
County Health Departments
Action for Healthy Kids Minnesota, www.actionforhealthykids.org
United States Department of Agriculture, www.fns.usda.gov

Healthy Food Ideas:

School Snacks, Celebrations & Family Events¹



Snack time, celebrations, and family events are great opportunities to promote a healthy lifestyle, provide consistent messages and create excitement around nutritious choices. When food is a part of the school day or a special school event, offer a variety of healthy options including fruits, vegetables, whole grains, low fat/fat-free dairy products and water.

<h3>Fruits</h3> <ul style="list-style-type: none"> ■ Fresh whole or sliced fruit assortment ■ Fruit salad or kabobs ■ Dried fruit or 100% fruit leathers ■ Frozen fruit (try frozen grapes!) ■ Sliced apples with cinnamon ■ Unsweetened applesauce ■ 100% fruit popsicles ■ Banana pops (bananas, sliced in half, popsicle sticks inserted, rolled in yogurt and whole grain cereal toppings, and frozen) 	<h3>Low Fat/Fat-Free Dairy</h3> <ul style="list-style-type: none"> ■ String cheese ■ Yogurt (try squeezable!) ■ Yogurt smoothies or parfaits 
<h3>Whole Grains</h3> <ul style="list-style-type: none"> ■ Low fat popcorn ■ Whole grain bagel slices, muffins or pita with hummus or peanut butter ■ Low fat breakfast or granola bars 	<h3>Vegetables</h3> <ul style="list-style-type: none"> ■ Raw vegetables (baby carrots, sugar snap peas, sliced bell peppers and more) with low fat dip ■ Celery topped with peanut butter & raisins or low fat cream cheese & 100% fruit preserves ■ Edamame – boiled soybeans served in the pods <p>DIPS: hummus, salsa, bean dip, honey mustard, low fat ranch, low fat yogurt</p>

WARNING: A small but growing number of kids have severe peanut and/or tree nut allergies. Before bringing in peanuts, peanut butter, or other nuts as a snack, make sure none of the children have an allergy.

Edible Art

Creative parents can make items like "Watermelon Turtles" (hollowed-out watermelons carved to look like turtles, filled with fruit) or "Veggie-Head Bagels" (mini whole grain bagels with low fat cream cheese; use small pieces of veggies like broccoli, carrots, and peppers to create fun faces). In fact, edible "food art" can be created using a variety of healthy foods. Kids will have a blast making and eating the good-for-you treats.

Drinks

- Water
- Low fat or fat-free milk
- 100% fruit juice
- Sparkling punch (seltzer & 100% juice)





Make health the expectation and the easy choice for students and families

- Promote fruits and vegetables by arranging them in a visually-appealing way to draw the attention of kids and families.
- If sweets or other treats are present, offer them in small portion sizes with other, healthier foods that balance out the meal. Try cutting treats in half.
- Create sign-up sheets that list items like fruits, vegetables, whole grain crackers, low fat/fat-free yogurt, cheese and milk – and don't forget the water. Include one line for a parent to bring in a less nutritious, more traditional party treat (which is an opportunity to teach moderation), or eliminate that option entirely.

Alternately, instead of sign-up sheets, send home a list of suggestions for healthy party snacks (check for food allergies before serving).

Healthy Food Ideas

Mixed Foods

- Air-popped popcorn with nuts and dried fruit
- Low fat cheese on whole grain crackers
- Graham crackers with peanut butter
- Sliced apples with low fat cheese slices
- Whole grain pizza with low fat toppings
- Whole grain pancakes topped with fruit
- Wraps with low fat ingredients
- Quesadillas or bean burritos with salsa
- Low fat cottage cheese with fruit
- Baked tortilla chips with salsa or bean dip
- Trail/cereal mix (low fat/low sugar)
- Fruit-n-cheese pretzel kabobs
- Whole grain rice cakes topped with bananas or other fruit
- Low sodium sliced turkey wrapped around slices of cucumber, bell peppers, or carrots
- Mini sandwiches cut into fun shapes with cookie cutters

Get Kids in on the Act! Parents can bring in the ingredients and kids can make their own:

Trail Mix – pretzels, dried fruit, whole grain-low sugar cereals, sunflower or sesame seeds, etc.

Fruit Salad – apples, oranges, strawberries, blueberries, bananas, kiwi, pineapple, etc.

Look for more healthy food ideas:

Coalition for Activity and Nutrition to Defeat Obesity (CanDo)

School Wellness Resource Kit:

www.ActionforHealthyKids.org/SchoolWellnessResourceKit-CanDo



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www.ActionforHealthyKids.org

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¹ Adapted from "Healthy Celebrations," Connecticut State Department of Education, May 2005 & "Healthy Food Ideas," Ohio Action for Healthy Kids, 2012



Action for Healthy Kids®

Healthy School Snacks



Children need snacks to keep their busy bodies and minds going. Healthy snacking can help kids get important nutrients, make up for skipped meals and provide necessary fuel for learning, sports and other activities. Eating small, well-balanced snacks between meals can also keep kids from eating too much at mealtimes.¹ Many kids bring snacks to school, and sometimes school programs, school staff or other parents provide snacks for students to share. Making those snacks as nutritious as possible is important for student performance and the development of healthy eating habits.

Promoting Healthier Snacks at School

- Ask teachers to make a point of eating healthy snacks in front of the kids and to talk about how they feel better, stronger and smarter when eating this way.
- Seek community partners and funding opportunities that could help your school provide healthy snacks. If your school has a high free and reduced lunch population, it may be easier to set up these types of partnerships.
- Volunteer to make a classroom chart that tracks when kids bring in fresh fruits and veggies for a snack. Consider offering a non-food reward when students reach certain milestones.
- Ask teachers or other school staff if you can conduct periodic taste tests of healthy snack items in the classroom, in the cafeteria or elsewhere. If children try something and like it, they're more likely to ask their parents if they can have it at home.
- Ask if the school can put a big fruit bowl (instead of candy) in the front office, available for staff, students and parents to help themselves. Brainstorm ways to keep it full.
- Hang colorful and fun posters that promote healthy snacks around the school.
- Promote the "eat a rainbow" message, which encourages eating natural foods that come in a variety of colors, or "Go, Slow, Whoa" – "go" foods can be eaten almost anytime, "slow" foods should be eaten less often, and "whoa" foods should be eaten only once in a while or on special occasions.

Making a Difference

As co-directors of the wellness committee at Cougar Run Elementary in Colorado, moms Annie Romano and Yvonne Faulkner decided to make promoting healthier snacks a priority, establishing P.A.C.K (Pack Assorted Colors for Kids) Week in the spring and timing it to lead up to a school fun run. Each day, students were encouraged to bring a fruit or vegetable of a certain color for their snack (for example, Monday was "Pack Purple Day" and Wednesday was "Pack Red Day"). The wellness committee also urged students to wear the color of the day, which promoted the program, generated excitement and fostered school spirit.

P.A.C.K. Week was a huge success. The majority of students participated, and the wellness committee noticed that after the week was over, students chose more fresh fruits and vegetables at lunchtime. P.A.C.K. Week now takes place at Cougar Run twice a year.



Put plenty of fruits and veggies on the snack menu

Only 1% of adults and 2% of children meet both of the daily fruit and vegetable targets recommended by the USDA's Dietary Guidelines for Americans 2010.² The USDA's MyPlate icon (www.ChooseMyPlate.gov) urges us to fill half our plate with fruits and vegetables at every eating occasion. For most Americans, this means more than doubling the amount of fruits and vegetables we eat daily.³





Healthy Snack Recommendations

Snacks

- As much as 30 percent of kids' daily calories come from snacks – and if they're eating processed, grain-based snack foods (like many of the popular, heavily-marketed options out there), two thirds of those calories might be coming from added sugars.⁴ For healthy growth and development, make fruits, vegetables, whole grains and low fat/fat-free dairy products the primary choices.
- Portion control is very important – snacks should be served in appropriate portion sizes for a child's age, size and activity level.

Beverages

- Encourage kids to drink water instead of sugary drinks throughout the day, including snack time. Soda, energy drinks and sports drinks are a major source of added sugar, and calories, in American diets.
- Low fat/fat-free milk is a nutritious choice that helps kids get the nutrients their growing bodies need.
- Juices (100%) also provide important nutrients. Watch portions: Juice boxes, milk chugs or 8 ounce servings make for a great snack during the school day.

Additional Resources

Learn more about P.A.C.K. Week from Welch's:

<http://www.welchs.com/pack>

Learn more about the Go, Slow, Whoa initiative and download the food chart:

<http://www.nhlbi.nih.gov/health/public/heart/obesity/wecan/eat-right/choosing-foods.htm>

For easy to follow nutrition information in English and Spanish, check out the USDA's 10 Tips Nutrition Education Series: <http://www.choosemyplate.gov/healthy-eating-tips/ten-tips.html>



For a list of healthy school snack food ideas visit:

www.ActionforHealthyKids.org/ParentToolkit-FoodIdeas

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¹Center for Young Women's Health, Boston Children's Hospital, http://www.youngwomenshealth.org/healthy_snack_attack.html

²"State of the Plate - 2010 Study on America's Consumption of Fruits and Vegetables," Produce for Better Health Foundation.

³<http://www.fruitsandveggiesmorematters.org/dietary-guidelines-for-americans>

⁴"Healthy Kids Learn Better - Tips to Shape Healthy Habits," Webinar Series: Parents and Nutrition, Presented by: Ohio Action for Healthy Kids and Ohio Parent Teacher Association 3/20/12



Healthy Birthdays, Celebrations & Family Events¹



Birthdays, celebrations, and family events are great opportunities to promote a healthy lifestyle, provide consistent messages and create excitement around nutritious choices at school. Plan events that emphasize healthy foods and align with classroom lessons or shift the focus and plan non-food events centered on physical activity, music, art and games. Host events that make it easy for children to practice making healthy choices.

Birthdays — *the birthday child can:*

- Be the teacher's helper.
- Wear a special crown, sash, button or badge all day.
- Donate and/or read a favorite book to the class.
- Choose the class music for writing or independent study time.
- Receive a personalized birthday card from the teacher via email or snail mail.
- Choose a game or activity the class does for the last few minutes of the school day.
- Have special time (for a walk, game or other activity) with the teacher, principal or another adult.
- Receive a "Celebrate Me" book from classmates with written stories, poems or drawings about the birthday child.



*Children like
adventure – don't
be afraid to try
something new!*

Promote Healthy Living

Plan family events that get parents engaged and on board with healthy living, as this will create more buy-in and support for a healthy school food culture. It also makes it more likely that healthy habits will be reinforced at home.



*For a list of healthy
school food ideas for
snacks, celebrations
and family events visit:*

www.ActionforHealthyKids.org/ParentToolkit-FoodIdeas

Family Events

- Health fairs
- School garden work days
- Cooking lessons or "Iron Chef" competitions
- Physical activity events with healthy snacks or prizes (dance contests, fun runs, obstacle courses, bike-a-thons, sock hops)
- Screenings of movies that promote healthy living
- Nutrition classes for the family from community partners like your cooperative university extension service
- Fall festival with active fall-themed games and a farmers' market
- Walk-to-school month with parent participation
- Creation of school teams for local runs or walks
- Parents and teachers vs. kids sports competition
- 30-day challenges – pick a healthy habit and organize a competition around it, starting with a kick-off event and ending with a celebration





Healthy Celebrations

Celebrations

- Give children extra recess time instead of a party.
- Have a dance party. Let students select the music. Invite the principal and other school staff!
- Get students involved in planning and preparing for celebrations – let them make decorations and favors and let them choose the games.
- Create a book honoring what is being celebrated that day. Have students draw pictures showing what the day means to them.
- Organize a special community service project instead of a party. Invite senior citizens in for lunch, collect goods and make cards for sheltered families, organize a project outside for Earth Day.
- Have students vote on a special class art project or craft. Invite a local artist to come in and do a demonstration.
- Arrange a treasure hunt around the classroom. Provide a special non-food treat at the end. Use a theme that ties into what the kids are learning in class.
- Ask students to come up with healthy party ideas, and ask parents to send in healthy recipes and ideas for activities, games and crafts. Create a “healthy classroom party guide” to distribute to parents.
- Plan around holiday themes. Students can make cards for winter holidays, decorate the classroom with hearts for Valentine’s Day, and learn an Irish step-dance for St. Patrick’s Day. Search education websites for ideas.



When food is offered

- Make good nutrition the expectation and the easy choice – offer fruits, vegetables, whole grains, low fat/fat-free dairy products and water.
- Check your school’s wellness policy or school improvement plan to see if they contain any guidelines or goals about foods for birthdays, celebrations, and family events. If they don’t, find out what it would take to address this issue.



Resources

Coalition for Activity and Nutrition to Defeat Obesity (CanDo) & Healthy Kids Club

Guide to Healthy School Celebrations:

www.ActionforHealthyKids.org/HealthyPartyGuide-CanDo

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¹ Adapted from “Healthy Celebrations,” Connecticut State Department of Education, May 2005 & “Healthy Celebrations at School,” Ohio Action for Healthy Kids, 2012



Action for Healthy Kids®

Healthy Snack & Beverage Ideas*

- Water
- 100% fruit juice with no added sugar
- Fat-free or low fat milk
- Fruit smoothies (made with frozen fruit with no added sugar and fat-free or low fat yogurt)
- 100% fruit juice slushes with no added sugar
- Fresh fruit – trays, salads or kabobs
- Fresh vegetables – trays, salads or kabobs
- Fat-free or low fat yogurt (alone or as dip for fruits or vegetables)
- Yogurt parfaits (fat-free or low fat yogurt, fruit and whole grain cereal or granola as topping)
- Canned fruit or fruit cups (in water, 100% fruit juice or light syrup)
- Frozen fruit or fruit cups (in water, 100% fruit juice or light syrup)
- Frosty fruits – freeze your own fruit (frozen grapes make a great summer treat!)
- Dried fruit with no added sugar
- Nut or seed butter (serve with fruit or whole grain crackers)
- Nuts or seeds
- Trail mix made of nuts or seeds and dried fruit with no added sugar
- Whole grain crackers
- Low-fat cheese (serve with fruit or whole grain crackers)
- Hummus (serve with vegetables or whole grain crackers)
- Small whole grain waffles or pancakes topped with fruit or nut or seed butter
- Whole grain pretzels (soft or crunchy)
- Low-fat or air-popped popcorn (no added butter or salt)
- Graham crackers
- Nut or seed butter and jelly sandwiches on whole grain bread
- Small whole grain bagels or English muffins with nut or seed butter or jelly
- Pizza (on whole grain crust with low fat cheese and lean protein or vegetable toppings)
- Roll-ups on whole grain tortillas (fill with a lean protein such as ham or turkey, low fat cheese, hummus, nut or seed butter and jelly or vegetables)
- Fat-free or low fat pudding
- Bean quesadillas or burritos made with whole grain tortillas with salsa
- Whole grain cereal bars
- Baked whole grain tortilla chips with salsa or bean dip
- Baked chips (small portions)

*Check ingredient statements and nutrition information to ensure items meet the USDA Smart Snacks in School nutrition standards. Ensure food allergies of any participants are known before serving any food item.

Pair foods together for an afternoon snack to power youth up for their activities, whether that is physical activity or educational activities. Combine a lean protein with a fruit or vegetable, such as sunflower seeds dried raisins. Or a low-fat dairy food and whole-grain rich choice, like string cheese and whole grain crackers. Try low-fat dairy and fruit – yogurt and strawberries. Pair a whole-grain rich food with a lean protein by spreading hummus on a whole grain tortilla. Or serve a whole-grain rich food and vegetable, such as a whole grain cereal bar and cherry tomatoes. Get creative!

For more information on healthy snacking or finding healthy snacks and beverages, contact Stephanie Joyce, National Nutrition Advisor at the Alliance for a Healthier Generation, at stephanie.joyce@healthiergeneration.org.

HEALTHY SINGLE SERVING SNACKS IDEAS

Snacks are a great way to provide quick energy for people on the go. Healthy snacks supplement meals by helping to provide the nutrients and energy growing bodies need. Offer foods like fruits and vegetables, whole grains and dairy, rather than sugary treats and beverages filled with empty calories.

NOTE: When providing snacks for a classroom or sports team, it is best to avoid products containing nuts, peanuts and peanut butter to prevent complications for children with allergies.

BEVERAGES

Water
100% Fruit Juice
100 % Vegetable Juice
Low-fat or fat-free Milk
Low-fat or fat-free Flavored Milk



GRAB-AND-GO SNACKS

Hard-boiled Eggs
Low-fat Popcorn
Tortilla Chips & Salsa
Low-fat Cheese Sticks
Granola Bars (no nuts)
Pretzels or Soft Pretzels
Other Low-fat Cheeses
Raisins or Dried Fruit Mix
Low-fat Yogurt or Pudding
Fresh Veggies & Low-fat Dip
Low-fat Whole Grain Crackers
Whole Grain Graham crackers
Trail Mix (no nuts or candy pieces)
Prepackaged *Natural* Applesauce
Prepackaged Canned Fruit (juice pack)
100% Real Fruit Snacks – no sugar added
½ Whole Grain Bagel/Low-fat Cream Cheese
Low Sugar Cereals (5 or < gms of sugar per 1 oz serving)
Fresh Fruit: Apples, Oranges, Clementine, Grapes, Bananas



Hard-boiled – keep cold



HEALTHY FUNDRAISING SOLUTIONS



Foods and beverages sold at and by schools and afterschool programs should reinforce the healthy habits that we all seek to instill in youth, setting them up for lifelong success. Fundraisers can be successful and engage youth, the community, the school building and out-of-school time programs in meaningful ways without undermining healthy eating messages.

STEPS TO SUCCESSFUL FUNDRAISING

1

Update your wellness policy so that fundraisers must be activity-based, sell non-food items or only sell foods that meet the USDA's Smart Snacks in Schools nutrition standards

2

Talk with your PTO, principal, coaches, school and booster clubs, parents and food service staff about the importance of offering healthy fundraising options and provide them with examples

3

Enlist students to research and develop healthy, profitable fundraising ideas and include them in the planning process

4

Develop a budget and plan for the school year that includes:

- Identifying fundraising needs and what the funds will support
- Outlining potential fundraising activities
- Estimated revenue from each activity
- Estimated expenses resulting from activity
- A calendar of when the activities will occur
- Estimated involvement from youth and/or parents

CREATIVE FUNDRAISING IDEAS

There are many examples of creative fundraisers that support your school or afterschool program while also supporting a healthy environment for kids. Here are a few of our favorites:



GET KIDS MOVING

Host a walk-, run-, bike-, dance-, skate-a-thon or a 5K color run

Organize a Zumba, dance or yoga night

Visit an ice skating rink

Hold a jump rope or hula hoop competition

Create a team sports tournament for youth and their families

Hold a field day at school and encourage youth and families to form teams and compete



SPARK CREATIVITY

Host a talent show

Hold a yard sale or auction where youth, staff and parents donate items

Ask local businesses to donate:

- a portion of sales of healthy menu items
- products or services to an auction
- event tickets to a raffle

Sell school-branded promotional items such as t-shirts or water bottles

Organize a student art or craft fair

Hold a coin drive competition between classrooms



SUPPORT HEALTHY EATING

Hold a "Taste of Your Town" event and invite local chefs to donate healthy dishes

Sell cookbooks with healthy recipes donated from parents, students and staff

Host a healthy cooking class and ask a local chef to donate his/her time

Sell healthy snacks made by youth after school*

Create a healthy family night and invite parents to attend and enjoy a healthy meal with their children and school or program staff

Hold a youth healthy cooking competition and ask local grocery stores to donate food to keep costs down

*Foods or beverages sold as fundraisers should meet the USDA's Smart Snacks in School nutrition standards. Consider reaching out to your School Nutrition Program to set up cooperative purchasing of Smart Snacks compliant products.

For more information, contact Stephanie Joyce, MS, RD/LD, SNS, National Nutrition Advisor at the Alliance for a Healthier Generation, at stephanie.joyce@healthiergeneration.org



							2016-2017						
School and	September	September	September	September	October	November	December	January	February	March	April	May	End of Year
Grade Level	6th	9th	16th	23rd	3rd	1st	1st	3rd	1st	1st	3rd	1st	6/6/2017
Longfellow													
Early Childhood	59	63	68	68	74	80	87	91	94	106	109	99	
Total	59	63	68	68	74	80	87	91	94	106	109	99	0
Greenvale Park													
Grade K-2029	75	73	73	73	74	74	74	74	73	73	72	72	
Grade 1-2028	81	82	82	82	82	80	80	80	80	80	81	81	
Grade 2-2027	89	87	87	87	87	87	87	86	85	84	83	83	
Grade 3-2026	86	85	86	86	86	85	84	84	85	85	81	80	
Grade 4-2025	92	91	91	91	91	92	93	93	92	92	93	93	
Grade 5-2024	92	92	92	92	92	91	93	92	92	92	91	91	
Total	515	510	511	511	512	509	511	509	507	506	501	500	0
Sibley													
Grade K-2029	81	81	81	81	81	81	81	82	83	83	84	84	
Grade 1-2028	95	95	95	95	96	95	94	94	94	94	95	96	
Grade 2-2027	87	87	88	88	88	86	85	87	87	88	88	87	
Grade 3-2026	102	102	102	102	102	102	105	106	106	106	108	108	
Grade 4-2025	106	104	104	104	104	104	105	104	104	104	103	103	
Grade 5-2024	116	115	115	115	113	113	114	114	114	114	114	114	
Total	587	584	585	585	584	581	584	587	588	589	592	592	0
Bridgewater													
Grade K-2029	91	91	91	91	92	92	91	91	89	89	90	90	
Grade 1-2028	83	83	84	84	84	85	85	87	88	88	87	87	
Grade 2-2027	108	109	109	109	109	108	108	109	110	109	110	112	
Grade 3-2026	88	88	87	87	87	87	87	88	90	90	92	93	
Grade 4-2025	110	110	109	109	109	108	107	111	110	108	108	108	
Grade 5-2024	92	92	92	92	94	94	92	96	97	96	96	96	
Total	572	573	572	572	575	574	570	582	584	580	583	586	0
Middle School													
Grade 6-2023	298	297	298	298	298	299	298	297	296	295	295	294	
Grade 7-2022	327	327	326	325	324	325	327	326	326	325	324	324	
Grade 8-2021	335	334	334	334	334	332	333	333	339	339	340	338	
St. Dominics	10	10	10	10	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	
Total	970	968	968	967	966.5	966.5	968.5	966.5	971.5	969.5	969.5	966.5	0
High School													
Grade 9-2020	320	317	319	318	318	321	316	317	318	317	317	315	
Grade 10-2019	362	361	359	359	359	369	359	359	354	352	356	354	
Grade 11-2018	294	293	293	293	293	294	286	286	286	286	286	285	
Grade 12-2017	324	324	320	319	319	317	314	312	308	307	304	303	
Total	1300	1295	1291	1289	1289	1301	1275	1274	1266	1262	1263	1257	0
ALC													
Grade 9-2020	1	1	1	1	1	1	2	2	3	5	6	8	
Grade 10-2019	2	3	6	6	6	9	9	8	14	16	14	15	
Grade 11-2018	10	12	13	13	13	17	19	20	17	24	21	23	
Grade 12-2017	23	26	27	30	29	39	38	35	34	42	41	41	
Total	36	42	47	50	49	66	68	65	68	87	82	87	0
Grand Total	4039	4035	4042	4042	4049.5	4077.5	4063.5	4074.5	4078.5	4099.5	4099.5	4087.5	0
Full Time only (excluding EC and Part-time ALC)	3944	3969	3972	3969	3970.5	3981.5	3964.5	3967.5	3967.5	3954.5	3952.5	3945.5	0

5/1/2017

Northfield Public Schools Enrollment Report

LongfellowEarly Childhood

Banks	12
Dorey	7
Goldade	15
James	5
Kremin	6
O'Connor	4
Patterson	
Roth	10

Schnorr	8
Sorenson	18
Winter	14

**	TOTAL	99
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Greenvale Park

K	Flicek	19	
K	Hagberg	18	
K	Malecha	20	
K	Ziemann	15	C
1	Landry	27	C
1	Nivala	16	
1	Youngblut	18	
1	Zach	20	
2	Amundson	22	C
2	Bulfer	21	
	Johnson-		
2	McLaughlin	21	
2	Larson	19	
3	Allison	19	
3	Alvarez	25	C
3	Conway	16	
3	Timerson	20	
4	Clarey	23	
4	Dimick	22	
4	Garcia	26	C
4	Ryan	22	
5	Harding	21	
5	Sickler	23	
5	Spitzack	22	
5	Tacheny	25	C
	TOTAL	500	

Early Childhood**	99	
Kindergarten-2029	246	
Grade 1-2028	264	
Grade 2-2027	282	
Grade 3-2026	281	
Grade 4-2025	304	
Grade 5-2024	301	
Total K-5	1777	1777
Total Middle School	966.5	
Total High School	1257	
GRAND TOTAL	4000.5	
ALC 9-12**	87	F/T=44 P/T=1 I/S=42
GRAND TOTAL with ALC	4087.5	
Full Time only		
(excluding EC and		
Part-time ALC)	3945.5	

Enrollments represent 100% enrolled except where indicated by **
 Half day St. Dominic's students are represented by *

Middle School

Grade 6 -2023	294
Grade 7 (*inc. 3.5 - 1/2 day)-2022	327.5
Grade 8 (*inc. 7 - 1/2 day)-2021	345
TOTAL	966.5

*21 (10.5) St. Dominic's students attend ½ day

SibleyGradeTeacher

K	Born	20	
K	Downs	20	
K	Heil	22	
K	Wacholz	22	
1	Craft	23	
1	Sasse	28	C
1	Sieger	23	
1	Swenson	22	
	Christopherson-		
2	Bleckwehl	20	C
2	Seeberg	22	
2	Soderlund	22	
2	Spitzack	23	
3	Guggisberg	29	
3	Jandro	28	
3	Johnson	21	C
3	Rud	30	
4	Day	26	
4	Fox	28	
4	Haar	25	
4	McManus	24	C
5	Baragary	25	
5	Foley	24	
5	Ostermann	20	C
5	Stulken	23	
5	Sweeney	22	

TOTAL	592
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Bridgewater

K	Cade	23	
K	Danielson	24	
K	Tran	21	
K	Wisdorf	22	
1	Charlton	20	
1	Ellerbush	21	
1	Hall	21	
1	Lanza	25	C
2	Lane	23	
2	Lofquist	23	
2	Rubin	24	C
2	Schwaab	23	
2	Seidl	19	
3	Larson	23	C
3	Sickler	24	
3	Temple	23	
3	Truman	23	
4	Holden	28	
4	Schuster	29	
4	Shepherd	27	
4	Swenson	24	C
5	DeVries	18	
5	Duchene	26	C
5	Kohl	27	
5	Rauk	25	
	TOTAL	586	

High School

Grade 9-2020	315
Grade 10-2019	354
Grade 11-2018	285
Grade 12-2017	303
TOTAL	1257