

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes

May 22, 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, Iverson, Pritchard, Quinnell and Stratmoen. Hardy was absent.
- II. Agenda Changes / Table File
The table file was added.
- III. Public Comment
There was none.
- IV. Approval of Minutes
On a motion by Colangelo, seconded by Goerwitz, minutes of the Regular School Board meeting held on May 8, 2017, were unanimously approved.
- V. Announcements and Recognitions
 - High School Business Teacher Julie Wolner shared her Accounting students' test results from a CTE-endorsed national standardized accounting test over Accounting I content. 75% of the class passed the test (70% or higher), and 55% received 81-99%. This test counts towards our district's technical skill assessment requirement for the Carl D. Perkins Career and Technical Grant.
 - Board members and administrators have been attending numerous excellent end of the year events.
- VI. Committee Reports
 - A District Youth Council (DYC) Committee Report was provided by Board member Ellen Iverson.
 - A District Curriculum and Staff Development Committee (DCSDC) Report was provided by Board member Amy Goerwitz.
- VII. Items for Discussion and/or Reports
 1. Proposed 2017-2018 General Fund Budget.
Val Mertesdorf, Director of Finance, presented the 2016-17 final revised budget and the 2017-18 proposed general fund budget. Included in the Board materials were the assumptions and parameters for revenues and expenditures used to develop the budget. No action was required on the budget until the June 12, 2017, Board meeting.
 2. District Educational Program Advisory Committee (DEPAC) Update.
Superintendent Hillmann shared the plan to redesign the DEPAC process and the evolution of the District Advisory Committee into what will be called *Northfield Forward*. *Northfield Forward* will be positioned as the District's "Critical Friend" and provide feedback on the strategic plan, building goals and results, and PLC goals and results.
 3. Positive Attention and Learning Support (PALS) Program Update.
Superintendent Hillmann reviewed the PALS report provided at the April 11th Board meeting and proposed the Board at the June 12th meeting approve these three elementary positions be continued for the 2017-18 school year and beyond.
 - 3a. Northfield Middle School Music Staffing Increase 2017-2018.
In 2016, the District reallocated 0.40 music-related FTE from Band to Orchestra based on a change in enrollment in the programs. These changes transferred the FTE from the Middle School to the High School music programs. At the time, administrators stated that increased FTE would be allocated should the enrollment in the Middle School band program increase. The data now shows an increase in the Middle School band program enrollment for 2017-18. Due to this significant increase, Superintendent

Hillmann will be recommending increasing the Middle School Band FTE by 0.20 FTE beginning with the 2017-18 school year. Dr. Hillmann will be asking for formal approval at the June 12, 2017, Board meeting.

4. Administrative Services Update.

Superintendent Hillmann reviewed the District administrative structure used this year after the elimination of the Director of Administrative Services position. He shared how the District has adapted to the new structure for providing district-level services and proposed continuing that new structure for the 2017-18 fiscal year and beyond.

VIII. Superintendent's Report

A. Items for Individual Action

1. Additional Special Education FTE 2017-2018 School Year.

On a motion by Colangelo, seconded by Pritchard, the Board approved an additional 1.0 FTE Resource Room Teacher at Sibley, 0.5 FTE Resource Room Teacher at Bridgewater, and 0.5 FTE Resource Room Teacher at Greenvale Park for the 2017-2018 school year at a maximum cost of \$175,663.

2. Full-time Substitute Teachers.

On a motion by Goerwitz, seconded by Iverson, the Board approved two full-time substitute teachers for the 2017-2018 school year at a cost of \$25 per hour per substitute teacher.

B. Items for Consent Grouping

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

1. Facilities Agreement with Canvass Church

The School Board approved the Agreement with Canvas Church. The Agreement is for the time period July 1, 2017 - June 30, 2018. Changes include: (1) Updates to wages for custodial services related to the Church's use; (2) Updates to contact information for school personnel and Church personnel; (3) Includes the need for early termination by either party to be provided by a written, 30-day notice.

2. Financial Reports – March 2017.

The Board approved paid bills totaling \$2,003,553.32, payroll checks totaling \$3,223,114.89 and the financial reports for March 2017. There were no bond payments made in March 2017.

3. Gift Agreement.

Bethel Lutheran Church has donated \$2202.28 to Greenvale Park's Angel Fund.

4. Personnel Items.

a. Appointments.

1. Molly Gainey, FAST Assessor during school hours at the Elementary Schools, beginning 05/17/2017-06/02/2017; \$17.00/hr.
2. Lucas Herreid, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Skateboarding \$9.50/hr.
3. Martell Johnson, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Tennis \$12.50/hr. Junior Team Tennis \$15.00/hr.
4. Beth LaCanne, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Tennis \$18.00/hr.
5. **Jedidiah McGuire, 1.0 FTE Long Term Substitute 1st Grade Teacher at Greenvale Park, beginning 08/28/2017-11/17/2017; BA, Step 0.
6. Stefanie Meredith, Child Nutrition Associate I for 3.75hrs/day at Greenvale Park, beginning 05/11/2017; \$16.27/hr.
7. **Pamela Moening, 1.0 FTE Occupational Therapist District Wide, beginning 08/28/2017; MA+45, Step 7.
8. Nichole Porath, Head Boys/Girls Cross Country Coach at the High School beginning 08/14/2017-11/04/2017; Level C, Step One.

9. Timothy Roback, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Junior Team Tennis \$12.00/hr.
 10. Christof Zweifel, Summer Recreation for up to 8hrs./day with Community Services, beginning 05/31/2017-08/31/2017; Junior Team Tennis \$12.00/hr.
 11. Summer Recreation Positions, effective 05/31/2017-08/31/2017
 - Mark Welinski – Tennis Supervisor \$15.00/hr.
 - Molly Smith – Junior Team Tennis \$12.00/hr.
 - Jan Otteson – Lifeguard \$10.50/hr., WSI \$11.50/hr.
 12. **CORRECTION: Whitney Sannes, 1.0 FTE Speech Language Pathologist District Wide, beginning 08/28/2017; MA, Step 1.
 13. **Rena Kurtz, 1.0 FTE Elementary Art Teacher at Greenvale Park, beginning 08/28/2017; BA, Step 0.
 14. **Becky Malecha, 1.0 FTE Elementary Classroom Teacher at Sibley, beginning 08/28/2017; MA +15, Step 6.
 15. James Miller, Summer Recreation with Community Services, beginning 05/31/2017-08/31/2017; Program Sub \$9.75/hr.
 16. Samuel Richardson, 1.0 FTE Principal at Greenvale Park Elementary, beginning 07/03/2017; \$120,700, Step 1.
 17. **Joy Serie-Amunrud, 1.0 FTE School Social Worker at Greenvale Park, beginning 08/28/2017; MA, Step 3.
 18. Kelly Stanton-Nutt, Targeted Services PLUS Elementary Teacher at Greenvale Park, beginning 06/19/2017-08/03/2017; Year 1-\$27.11/hr.
 19. **Brynne Stellner, 1.0 FTE Language Arts Teacher at the High School, beginning 08/28/2017; BA, Step 0.
 20. **Shelley Stulken, 1.0 FTE Elementary Classroom Teacher at Sibley, beginning 08/28/2017; MA, Step 7.
- b. Increase/Decrease/Change in Assignment.
1. Amy Atkinson, Targeted Services Summer PLUS Teacher at Greenvale Park, change to Targeted Services Summer PLUS Site Assistant for 5.75hrs/day for 4 days/wk at Greenvale Park, beginning 06/15/2017-08/03/2017; Step 2, \$12.77/hr.
 2. Stephanie Balma, EarlyVentures Teacher for 40hrs/wk at Longfellow, change to 36hrs/wk beginning 06/12/2017-08/25/2017.
 3. Trisha Beacom, EarlyVentures Teacher for 40hrs/wk at Longfellow, change to 30hrs/wk beginning 06/12/2017-08/25/2017.
 4. Carley Benjamin, EA in NB Room for 6.75hrs/day for Special Ed and .17hrs/day for Supervisory at Sibley Elementary, change to ongoing position effective 05/11/2017.
 5. Haanah Braun, EarlyVentures Site Assistant for 17.5hrs/wk at Longfellow, change to 14.5hrs/wk beginning 06/12/2017-08/25/2017.
 6. Anita Corwin, EarlyVentures Site Assistant for 40hrs/wk at Longfellow, change to 33.5hrs/wk beginning 06/12/2017-08/25/2017.
 7. Martha Donahoe, Office Generalist/Community Services Secretary at Longfellow, add 4 additional days to work calendar, beginning 07/01/2017.
 8. Julie Erickson, EarlyVentures Teacher for 40hrs/wk at Longfellow, change to 30hrs/wk beginning 06/12/2017-08/25/2017.
 9. Sara Gerdesmeier, EarlyVentures Site Assistant for 40hrs/wk at Longfellow, change to 28.75hrs/wk beginning 06/12/2017-08/25/2017.
 10. Courtney Gilomen, EarlyVentures Teacher for 39hrs/wk at Longfellow, change to 30.25hrs/wk beginning 06/12/2017-08/25/2017.
 11. Leah Grisim, EA in NB Room for 7hrs/day for Special Ed at Sibley Elementary, change to ongoing position effective 05/11/2017.
 12. Leah Grisim, EA at Sibley Elementary, add Targeted Services Summer PLUS Sub Site Assistant for up to 5.75hrs/day at Greenvale Park, effective 06/19/2017-08/03/2017; \$12.43/hr.

13. Kari Heid, EarlyVentures Teacher for 40hrs/wk at Longfellow, change to 36hrs/wk beginning 06/12/2017-08/25/2017.
14. Kaci Henry, EarlyVentures Teacher for 40hrs/wk at Longfellow, change to 27.5hrs/wk beginning 06/12/2017-08/25/2017.
15. Melanie Klein, Long Term Substitute Special Education EA – PCA at Sibley Elementary, change to EA in NB Room for 6.75hrs/day for Special Ed and .40hrs/day for Supervisory at Sibley Elementary effective 05/11/2017.
16. Morgan McCarty, EA in Resource Room for 6.75hrs/day for Special Ed and .17hrs/day for Supervisory at Sibley Elementary, change to ongoing position effective 05/11/2017.
17. Carol Nick, EarlyVentures Teacher for 35hrs/wk at Longfellow, change to 20hrs/wk beginning 06/12/2017-08/25/2017.
18. Taylor Rahman, EarlyVentures Teacher for 40hrs/wk at Longfellow, change to 33hrs/wk beginning 06/12/2017-08/25/2017.
19. Kathy Roth, EarlyVentures Teacher for 37.75hrs/wk at Longfellow, change to 37.50hrs/wk beginning 06/12/2017-08/25/2017.
20. Darrell Sawyer, Teacher at the Middle School, add Targeted Services Summer PLUS Teacher for up to 4.75hrs./day for 4 days/wk. at Greenvale Park, beginning 06/15/2017-08/03/2017; Yr. 1-\$27.11/hr.
21. Bobbi Schmidtke, EarlyVentures Site Leader for 40hrs/wk at Longfellow, change to 30hrs/wk beginning 06/12/2017-08/25/2017.
22. Katie Schuman, EarlyVentures Teacher for 40hrs/wk at Longfellow, change to 30hrs/wk beginning 06/12/2017-08/25/2017.
23. Sarah Woodcock, EarlyVentures Teacher for 40hrs/wk at Longfellow, change to 37.75hrs/wk beginning 06/12/2017-08/25/2017.
24. Tyler Faust, High School Assistant Wrestling Coach at the High School, change to Wrestling Coach at the Middle School effective 05/16/2017; Level I, Step 6.
25. Angela Perez, CNA III for 6.25hrs/day at Sibley, change to 6.50hrs/day at Sibley, effective 07/03/2017.
26. Amanda Smith, CNA 1 for 3.00 hrs/day at Bridgewater, change to 3.25hrs/day at Bridgewater, effective 07/03/2017.
27. Brigitte Tisdale, Title 1 Teacher at Greenvale Park, add Eagle Bluff Chaperone, effective 07/19/2017-07/21/2017; \$500 stipend.

c. Resignations.

1. Mishia Burns Edwards, Instructional Educational Assistant at the Middle School, resignation effective 05/22/2017.
2. Cameron Jackson, KidVentures Site Assistant, resignation effective 06/12/2017.
3. Joan McGorry, Spec Ed EA at Longfellow, resignation effective 05/15/2017.
4. Stefanie Meredith, CNA I at Greenvale Park, resignation effective 05/24/2017.
5. Kayla Ballstadt, CNA I at the Middle School, resignation effective at the end of the 2016-17 school year.
6. Raquel Becker, Assistant Volleyball Coach, resignation effective 05/22/2017.
7. Kim Horner, Assistant Cross Country Coach, resignation effective 05/22/2017.
8. Elizabeth Nelson, Child Nutrition Associate I at Bridgewater, resignation effective at the end of the 2016-17 school year.
9. Mike Litkewitsch, KidVentures Site Assistant at Sibley, resignation effective 05/19/2017.

d. Leave of Absence Approved.

1. Lisa Hovden, Teacher at the Middle School FMLA Childcare, effective on or about 10/10/2017 for 8 work weeks.

** Conditional offers of employment are subject to successful completion of a criminal background check and Prework screening (if applicable)*
*** Hourly rate of pay is subject to change upon settlement of 2016-2018 employee agreement.*

5. Tentative High School Overnight Trips Planned for 2017-2018.

The Board approved the list of tentative high school overnight field trips for the 2017-18 school year listed in a memorandum from High School Principal Joel Leer dated May 2017.

IX. Items for Information

1. July 2017 – June 2018 School Board Meeting Schedule.

2. Upcoming Dates:

Area Learning Center Graduation: Friday, June 2, 7:00 PM, High School Auditorium

High School Graduation: Sunday, June 4, 2:00 PM, Memorial Field

X. Future Meetings

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

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

XI. On a motion by Statmoen, seconded by Quinnell, the Board adjourned to a closed negotiations strategy session at 8:30 PM.

Pritchard called the Closed Session to order at 8:39 PM. (Board member Quinnell left the Closed Session at 9:37 PM.)

On a motion by Stratmoen, seconded by Iverson, the Board adjourned the Closed Session at 9:56 PM.

Noel Stratmoen
School Board Clerk