

**NORTHFIELD PUBLIC SCHOOLS**  
**Office of the Superintendent**  
**Memorandum**

**TO:** Board of Education  
**FROM:** Matt Hillmann Ed.D., Superintendent  
**RE:** Table File Items for July 24, 2017, Special School Board Meeting

III. Superintendent's Report

A. Items for Individual Action

3. Review and Comment Submission Authorization.

The Board of Education needs to formally authorize administrators to submit the necessary materials to the Minnesota Department of Education for the Review and Comment process. Once the Department provides feedback on the Review and Comment, the District will present it at a public School Board meeting and publish it in the *Northfield News*.

**Motion to** authorize the District administration to submit the required Review and Comment materials to the Minnesota Department of Education.