

NORTHFIELD PUBLIC SCHOOLS

School Board Minutes

School Board Minutes
August 14, 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 no public comment.
- IV. Approval of Minutes
On a motion by Quinnell, seconded by Colangelo, minutes of the Regular School Board meeting held on July 10, 2017, and minutes of the Special School Board meeting held on July 24, 2017, were unanimously approved.
- V. Announcements and Recognitions
 - Forty-seven incoming seventh grade students had a successful trip to Eagle Bluff July 19-21. Community Services thanks the following district staff and parent chaperones for assisting with the trip. Northfield School District Staff included Chris O'Neill, Paula Baragary and Gigi Tisdale. Parent chaperones were Carol Thomas, Tara Bamonte-Grebe and LaVergne Dickerson.
- VI. Items for Discussion and / or Reports
 1. Area Learning Center (ALC) and Bridgewater Elementary School Improvement Plan
Bridgewater Elementary School Principal Nancy Antoine and Area Learning Center Director Daryl Kehler presented their continuous school improvement plans to the Board.
 2. Summary of Superintendent's Performance Appraisal.
School Board Chair Julie Pritchard shared her summary of the Superintendent's Performance Appraisal. Board members gave Dr. Hillmann a very strong performance rating across all key areas. His overall average score was 4.95 on a 5-point scale across the 50 areas. The Board expressed great confidence in Dr. Hillmann's leadership and his vision for moving the District forward.
 3. Superintendent's 2017-2018 Goals.
Superintendent Matt Hillmann shared a draft of his proposed goals for 2017-18. They are: (1) The District will complete all required components to administer the District's operating levy and bond elections on November 7, 2017. (2) The Second Step Social/Emotional Learning Curriculum will be implemented in Grades K-8 as evidenced by the aggregation of the pre- and post-curricula assessment baseline data. (3) The District will finalize a new K-5 reading curriculum implementation plan for 2018-19 no later than January 30, 2018. The implementation plan will include curriculum selection, assessment strategies, and a professional development schedule. (4) The District's Education Program Advisory Council (DEPAC), rebranded as Northfield Forward, will be implemented as approved by the 2016-17 DEPAC so that at least 75% of the committee will "agree" or "strongly agree" that the redesign plan was followed. The Board will act on the Superintendent's 2017-2018 goals at its August 28th Board meeting.
 4. Tour of Area High Schools on August 11, 2017.
Dr. Hillmann and School Board members Goerwitz, Stratmoen and Pritchard shared a recap of a series of visits made to Twin Cities area high schools (Andover, Southwest, and Burnsville) on August 11, 2017.

VII. Superintendent's Report

A. Items for Individual Action

1. Resolution Establishing Ballot Boards.

The School District is responsible for administering election duties related to the District's Special Election in November. Minnesota Statute 203B.121, Subd.1 requires the School Board, by resolution and notwithstanding section 9 of the Resolution Revoking Existing Referendum Revenue Authorization; Approving New Authorization and Approval of School District Bond Issue, to establish a ballot board(s).

On a motion by Stratmoen, seconded by Colangelo, the Board unanimously approved the Resolution Establishing Ballot Boards. Voting 'yes' was Goerwitz, Iverson, Colangelo, Quinnell, Statmoen and Pritchard. Hardy was absent.

B. Items for Consent Grouping

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

1. Northfield Swim Club Agreement.

The School Board approved the agreement with the Northfield Swim Club. This Agreement is for the time period September 1, 2017 to August 31, 2018.

2. Corrected Gift Agreement.

At the July 10, 2017, School Board meeting, the Gift Agreement with the Northfield Booster Club incorrectly reported fee waivers totaling \$12,776 for the 2016-2017 school year. The correct amount is \$11,218, as reflected in the Gift Agreement dated August 14, 2017. The Board approved the corrected Gift Agreement with the Northfield Booster Club.

3. Additional Co-Curricular Overnight Trip Request for 2017-2018.

The Board approved an additional co-curricular overnight trip for 2017-2018. The Cross Country team will be going to Decorah, IA on August 21 and returning August 22.

4. Personnel Items.

a. Appointments

1. ****CORRECTION:** Ashley Baker, 1.0 FTE Compañeros Grade 2 Classroom Teacher at Sibley, beginning 08/28/2017; MA, Step 1-additional transcripts received.
2. Chrissy Alexander, Assistant Volleyball Coach B at the High School, beginning 8/14/2017-11/11/2017. Level E, Step 1.
3. Leticia Arredondo, Office Generalist-Special Education Due Process – Class II for 3.75hrs/day at Bridgewater, beginning 09/05/2017-06/07/2018; Class II, Step 3- \$17.89/hr.
4. ****Caitlin Bushey, 1.0 FTE Special Education Teacher SLD, ABS at Bridgewater and Greenvale Park, beginning 08/28/2017; BA, Step 0.**
5. Tricia Christopherson, Spanish Speaking Early Childhood Screening Staff for 4days/month at the NCRC, beginning 07/17/2017; \$20.00/hr.
6. Katlyn Clark, KidVentures Site Assistant for 16.5hrs/wk at Sibley, beginning 08/28/2017; Step 3-\$13.22/hr.
7. Charlie Cloud, Assistant Football Coach for 3hrs/day at the High School, beginning 8/14/2017-11/25/2017; Level E, Step 1- 75% Stipend.
8. Laura DeGroot, Strength Training Coach-Fall at the High School, beginning 08/14/2017; Level I, Step 2.
9. ****Hong Dice, .20 FTE Foreign Language Teacher (Chinese) at the High School, beginning 08/28/2017-06/07/2018; BA, Step 13.**
10. Mackenzie Glassing, KidVentures Student Site Assistant for up to 16hrs/wk at GVP, beginning 08/21/2017. \$9.50/hr.
11. Cecelia Green, Concessions Manager at the High School (Activities) for the 2017-18 school year; \$2,050 Stipend.

12. Garrick Hoekstra, General Education EA-Will program for 7hrs/day at the Middle School, beginning 08/29/2017; General Ed, Step 2-\$15.08/hr.
 13. **Jennifer Lehmann, Special Education Teachers for Extended School Year Services for 4hrs/day at Longfellow, beginning 07/10/2017-08/03/2017; Lane/Step.
 14. Theodore Lucas, Summer recreation with Community services, beginning 08/08/2017-08/31/2017. Lacrosse Coach \$10.50/hr.
 15. Renee Malecha, 1.0 FTE Administrative Support Assistant at Greenvale Park, beginning 08/03/2017. Class IV, Step 5-\$20.23/hr.
 16. Robert Matthies, General Education Educational Assistant-Building/Door Greeter for 2hrs/day at the High School, beginning 09/06/2017-06/06/2018; Step 2, \$15.08/hr.
 17. Amanda Morelan, Child Nutrition Associate 1 for 3.25hrs/day at Bridgewater, beginning 08/21/2017; CNA 1, \$16.83/hr.
 18. Julie Omalza, Child Nutrition Associate 1 for 3.75hrs/day at the Middle School, beginning 08/21/2017; CNA 1, \$16.83/hr.
 19. Claudia Perez, Summer Targeted Services PLUS Site Assistant for 5.75hrs/day for 4days/wk at Greenvale Park, beginning 07/19/2017-08/03/2017; \$12.56/hr. (Temporary, Step 1).
 20. **Tiffany Ryan, 1.0 FTE Third Grade Teacher at Bridgewater, beginning 08/28/2017-06/07/2018; BA, Step 7 (2017-18).
 21. Cale Steinhoff, Assistant Boys Soccer Coach for 3hrs/day at the High School, beginning 08/14/2017-11/2/2017; \$14.00/hr.
 22. Jordan Streiff, 1.0 FTE Administrative Support Assistant (Class IV) with Special Services at the High School, beginning 07/31/2017; Class IV, Step 1-\$18.83/hr.
 23. Andrea Stowe, EarlyVentures Teacher for up to 40hrs/wk at Longfellow, beginning 08/28/2017; EarlyVenture Teacher, Step 1-\$15.30/hr.
 24. Linda Wicklund, Child Nutrition Assistant 1 for 3.25hrs/day at the High School, beginning 08/21/2017; CNA 1, \$16.83/hr.
 25. Regina Young, Assistant Girls Soccer Coach at the High School, beginning 08/14/2017-11/2/2017; Level F, Step 1.
 26. **CORRECTION: Tiffany Ryan, 1.0 FTE Third Grade Teacher at Bridgewater, beginning 08/28/2017; BA, Step 6
 27. Susan Eidenschink, Special Education Educational Assistant for 6.5hrs/day at the High School, beginning 08/29/2017. Spec Ed EA Step 3-\$15.98/hr.
 28. **Mary Katherine Maney, 1.0 FTE Elementary Music Teacher at Sibley, beginning 08/28/2017; BA, Step 0
 29. Sofie Nelson, KidVentures Student Site Assistant for up to 16hrs/wk at Sibley, beginning 08/21/2017. \$9.50/hr.
 30. Anna Ochs, Special Education EA-Job Coach for 6.5hrs/day at the High School, beginning 08/21/2017; Special Ed Step 1 - \$15.31/hr.
 31. **Andrea Peterson, 1.0 FTE Long Term Substitute 1st Grade Teacher at Greenvale Park, beginning 08/28/2017. MA, Step 6
 32. Mackenzie Schewe, KidVentures Student Site Assistant for up to 16hrs/wk at Sibley, beginning 08/28/2017. \$9.50/hr.
 33. Tiffani Wilson, 1.0 FTE EarlyVentures Teacher at Longfellow, beginning 08/28/2017; Step 1 - \$15.30/hr.
- b. Increase/Decrease/Change in Assignment
1. Ann Ackerman, Speech/Language at Greenvale Park, change to Speech/Language at Sibley beginning with the 2017-18 school year, effective 08/28/2017.
 2. Tari Atchison, Targeted Services Club Leader, change to Targeted Services Summer PLUS Teacher at Greenvale Park, effective 07/12/2017-08/3/2017; Year 8-\$28.22/hr.
 3. Mark Auge, Teacher at the High School, add ALC Summer School Teacher for up to 5hrs./day 4 days/wk at the ALC, effective 07/17/2017-07/27/2017. Lane/Step.
 4. Lisa Battaglia, MTSS at the High School, change to .6 FTE ADSIS & .4 FTE MTSS at the High School, effective 08/28/2017.
 5. Cathy Bennetts, .57 FTE ADSIS/.43 FTE Reading at Sibley, change to 1.0 FTE ADSIS at Sibley, effective 08/28/2017.

6. Shari Bridley, EA/PCA-NB for 6.5hrs/day at Longfellow, change to EA/PCA-NB for 4.5hrs/day + 1.80hrs/day at Longfellow in Hand in Hand program, effective 08/30/2017.
7. Ray Coudret, 1.0 FTE Math Teacher at the High School, change to .80 FTE Math/.20 FTE ADSIS at the High School beginning with the 2017-18 school year, effective 08/28/2017.
8. Elliott Courchaine, Special Education EA at the Middle School, add Camp FRIENDS Staff with Community Services, effective 07/31/2017-08/17/2017.
9. Doug Davis, .80 FTE Phy Ed/.20 DAPE at the High School, change to 1.0 FTE Phy Ed at the High School beginning with the 2017-18 school year, effective 08/28/2017.
10. Martha Donahoe, Office Generalist Class II, Step 4 at Longfellow, add Office Specialist Class III, Step 4 at Longfellow, effective 08/23/2017.
11. Mark Ensrud, Counselor + 5 days at the High School, change to Counselor + 15 days at the High School, effective 08/28/2017.
12. Sarah Erny-Moyer, Sped EA PCA at Greenvale Park, add Extended School Year Sped EA PCA DCDMM for 4hrs/day for 4days/wk at Sibley, effective 07/06/2017-08/03/2017.
13. Becky Gainey, .50 FTE RtI Coach; .50 FTE Reading at Sibley, change to .50 FTE RtI Coach; .30 FTE Reading; .20 FTE MTSS at Sibley, effective 08/28/2017.
14. Michael Garlitz, Accelerate Northfield District Wide, continue as Volunteer Coordinator for Accelerate Northfield for the 2017-18 school year, effective 07/13/2017-06/30/2018. Step 4-\$17.47/hr.
15. Kristen Geissler, Special Education Teacher at the Middle School, add Behind the Wheel Instructor with Community Services, effective 01/01/2018.
16. Katie Goehring, School Readiness Teacher for 36hrs/wk at Longfellow, change to School Readiness Teacher for 40hrs/wk at Longfellow, effective 08/28/2017.
17. Mary Grace Hanson, Director of Teaching and Learning with the District, add Interim Principal for 50 days at Greenvale Park, during the 2016-17 school year; Interim pay \$4,804.20.
18. Bob Gregory-Bjorklund, continuing to be the Musical Director (Fall) at the High School, effective 08/14/2017-11/30/2017; Level F, Step 7.
19. Erica Hubers, EA/PCA Hand in Hand for 20.75hrs/wk at Longfellow, change to EA/PCA Hand in Hand 20.25hrs/wk at Longfellow, effective 08/30/2017.
20. Jill Kohel, Social Studies/English Teacher at the High School, change to .6 FTE Social Studies Academy/ .4 FTE Social Studies at the High School, effective 08/28/2017.
21. Kristi Kortuem, 1.0 FTE Math Teacher at the High School, change to .80 FTE Math/.20 FTE ADSIS at the High School beginning with the 2017-18 school year, effective 08/28/2017.
22. Lisa Kruger Robb, .60 FTE EL Teacher at the High School, change to .80 FTE EL Teacher at the High School, effective 08/28/2017-06/07/2018.
23. Richelle Kruger, Special Education EA at the High School, add Camp Friends Staff with Community Services, effective 07/31/2017-08/17/2017.
24. Angela Kruse, Speech/Language Pathologist at Bridgewater and Greenvale Park, change to Speech/Language Pathologist at Greenvale Park, effective 08/28/2017.
25. Beth LaCanne, Tennis with Community Services, add Junior Team Tennis with Community Services, effective 07/18/2017-08/31/2017. \$15.00/hr.
26. Hope Langston, District Assessment Coordinator Instructional Coach with Bridgewater and District Wide, Change to District Assessment Coordinator District Wide, effective 07/01/2017; \$93,290 + Step 3.
27. Joan Lizaola, Minority Liaison District Wide, change to Cultural Liaison District Wide, effective 07/01/2017.
28. Yolanda Loken, EA/PCA Hand in Hand for 31.25hrs/wk at Longfellow, change to EA/PCA Hand in Hand 30.38hrs/wk at Longfellow, effective 08/30/2017.
29. Elizabeth McColley, EA/PCA CVSEC-ALEX for 6.75hrs/day at CVSEC, change to EA/PCA DCD/MM for 6.75hrs/day at the High School, effective 08/29/2017. Spec Ed Step 3-\$15.98/hr.
30. Teresa Morris, EA/PCA Hand in Hand for 16.25hrs/wk at Longfellow, change to EA/PCA Hand in Hand 17.50hrs/wk at Longfellow, effective 08/30/2017.

31. Ellen Mucha, Language Arts Teacher at the High School, add National Honor Society co-advisor at the High School, effective 09/05/2017. 50% Stipend.
 32. Debra Pack, Special Education EA at the High School, add Camp Friends Staff with Community Services, effective 07/31/2017-08/17/2017.
 33. Heather Pudas, Special Education DHH with the District, change to Special Education DHH .50 FTE at the High School; .30 FTE at the Middle School; and .20 FTE at the elementary buildings beginning with the 2017-18 school year.
 34. Susan Puppe, Special Ed Assistant PCA at Sibley, change to Special Education Teacher SLD at Sibley, effective 08/28/2017; BA +60, Step 5.
 35. Deborah Rasmussen, Counselor + 5 days at the High School, change to Counselor + 15 days at the High School, effective 08/28/2017.
 36. Kyle Roth, ECSE/DHH/CVSEC at Longfellow, Greenvale Park and CVSEC, change to .9 FTE ESCE B-5/.1 FTE DHH at Longfellow, beginning with the 2017-18 school year, effective 08/28/2017.
 37. Jodie Rud, Long Term Substitute Grade 3 for 2016-17 at Sibley, change to Grade 4 Teacher 2017-18 at Sibley, effective 08/28/2017.
 38. Leah Sand, .80 FTE Phy-Ed/.20 FTE MTSS Teacher at the High School, change to .60 FTE Phy-Ed/.20 FTE Phy Ed DAPE/.20 FTE MTSS Teacher, add 1 class of health for 1st semester at the High School, effective 08/28/2017.
 39. Shari Setchell, continuing to be the Musical Assistant Director (Fall) at the High School, effective 08/14/2017-11/30/2017; Level I, Step 6.
 40. Brad Skapyak, Custodian at the High School and Bridgewater, change to Custodian at Greenvale Park and Sibley, effective 07/17/2017.
 41. Michelle Sonnega, Language Arts Teacher at the High School, add National Honor Society co-advisor at the High School, effective 09/05/2017. 50% Stipend.
 42. Brynne Stellner, Language Arts Teacher at the High School, change to .6 FTE Language Arts Academy/.4 FTE Language Arts at the High School, effective 08/28/2017.
 43. Pilar Sullivan, EA/PCA Hand in Hand for 23.75hrs/wk at Longfellow, change to EA/PCA Hand in Hand 30.38hrs/wk at Longfellow, effective 08/30/2017.
 44. Allison Sweeney, Grade 5 Teacher at Sibley, change to Grade 3 Teacher at Sibley, effective 08/28/2017.
 45. Sara Webster, Speech/Language at Sibley, change to Speech/Language at Longfellow beginning with the 2017-18 school year, effective 08/28/2017.
 46. Travis Weibe, Science Teacher at the High School, change to .6 FTE Science Academy/.4 FTE Science at the High School, effective 08/28/2017.
 47. Kathy Wiertsema Miller, Counselor + 5 days at the High School, change to Counselor + 15 days at the High School, effective 08/28/2017.
 48. Lisa Williams, EA/PCA ECSE for 30.25hrs/wk at Longfellow, change to EA/PCA ECSE Resource 30.38hrs/wk at Longfellow, effective 08/30/2017.
 49. Rick Wilmes, Custodian at Greenvale Park and Sibley, change to Custodian at Bridgewater and the High School, effective 07/17/2017.
 50. Theresa Wilson, Business Teacher .4 FTE 1st semester and .6 FTE 2nd semester at the High School, change to Business Teacher .6 FTE 1st semester and .8 FTE 2nd semester at the High School for the 2017-18 school year, effective 08/28/2017-06/07/2018.
 51. Mark Voitalla, 1.0 FTE Industrial Tech Teacher at the High School, add an overload for 1st Semester only of the 2017-18 school year at the High School, effective 08/28/2017-01/26/2018.
- c. Leave of Absence Request
1. Brittany Ellerbusch, Teacher at Bridgewater, FMLA-Childcare Leave of Absence on or about 01/04/2018- for 8 work weeks.
- d. Retirements/Resignations
1. Mike Allen, Assistant Football Coach at the High School, resignation effective 01/26/2017.
 2. Scott Cooper, Special Ed Teacher at the Middle School, decline position 06/20/2017.
 3. Brea Cruce, Child Nutrition Associate at the High School, resignation effective 08/7/2017.

4. Laura DeGroot, Weight Room Assistant at the High School, resignation effective 8/12/2017.
5. Brittany Dupay, Assistant Gymnastics Coach at the High School, resignation effective 8/03/2017.
6. Isabella Jenkinson, KidVentures Student Site Assistant at Sibley, resignation effective the end of the 2016-17 School year.
7. Margaret Jewison, Teacher at the High School, declined position, effective 7/21/2017.
8. Monique Kolb, Enrichment Coordinator with Community Services, resignation effective 09/06/2017.
9. Kathryn Lozada, Co-Coordinator of the Greenvale Park Community School Initiative, resignation effective 08/19/2017.
10. Katie Luckraft, Assistant Girls Basketball coach at the High School, resignation effective 07/21/2017.
11. Kelly Luiten, Volunteer Coordinator at the Middle School, resignation effective 08/19/2017.
12. Jed McGuire, Long Term Substitute Teacher at Greenvale Park, declined position 08/06/2017.
13. Alex Mousel, Assistant Soccer Coach at the High School, resignation effective 07/12/2017.
14. Natalia Romero, Music Teacher at Sibley, resignation effective 08/04/2017.
15. Shannon Tassava, Special Ed EA PCA at Sibley, resignation effective 07/11/2017.
16. Erica Hubers, Special Education EA at Longfellow, resignation effective 08/10/2017.

* 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.

5. District Youth Council.

One of the members of the District Youth Council resigned this summer. Emily Rhoades, who will be a Junior this fall, will fill this vacancy.

VIII. Items for Information

1. Referendum Update.

Dr. Hillmann provided an update on preparations for the November 7, 2017, referendum. The Review and Comment was sent to the Commissioner on August 4th. There is a link to Referendum information on the website.

IX. Future Meetings

Monday, August 28, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, September 11, 2017, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Goerwitz, the Board adjourned at 8:35 p.m.

Noel Stratmoen
School Board Clerk