

**NORTHFIELD PUBLIC SCHOOLS  
School Board Minutes**

School Board Minutes  
May 26, 2015  
Northfield High School Media Center

**I. Call to Order.**

The Regular meeting of the Northfield Board of Education was called to order.

**II. Agenda Changes / Table File**

The table file was added.

**III. Public Comment**

Parent Cindy Carey and NHS senior Becky Mussehl spoke to the Board about their desire for a high school senior who died unexpectedly this spring to be recognized at graduation on May 31.

**IV. Approval of Minutes**

On a motion by Iverson, seconded by Quinnell, minutes of the Regular School Board meeting held on May 11, 2015 were unanimously approved.

**V. Announcements and Recognitions**

- The Maroon and Gold Athletic Awards Reception took place on Tuesday, May 19. It was a great night of celebration, especially honoring senior athletes, but also those who participated in state tournaments. Also honored was Rosie Fink, a long-time teacher and coach with the Northfield Schools.
- The majority of 7and 8th grade students and approximately 200 NHS students attended the first Business and Technical Trades Career Exploration Day on May 19. The event was hosted by the Career and Technology Booster Club. Students heard a presentation on business and technical trade career opportunities and then could visit booths and displays provided by roughly 30 area businesses and organizations. Thank you to John Stenz, who is the Chair of the Career and Technology Booster Club and CEO of FORCE America, for bringing together these businesses and organizations for this program. Also, thank you to staff members Mark Weitalla, Steve Taggart, Julie Wolner and Ray Coudret for their support and for organizing and providing this excellent program for our students. Thank you to Benjamin Bus for transporting the High School students to the Middle School and for providing a hot dog lunch for the high school students and the exhibitors.
- Local law enforcement from the Northfield Police Department along with Rice County Deputy Derek Estrem and DARE Minnesota came together to provide both Sibley and Bridgewater 5th graders with the DARE program this year. Thank you to all involved for making this program happen, including SuperValu and Cub for their contributions to the DARE graduation.
- Stratmoen recognized the outstanding musical events over the past few weeks.
- Maple highlighted two recent events: the 5th Annual Latino Play Festival and the annual NHS service learning class open house. Both were fabulous.
- Northfield Public Schools was very well represented at the City of Northfield's Memorial Day activities. Bridgewater Principal Nancy Antoine gave the Memorial Day address, NHS senior Erin Hahn and eighth grader Reed Roney read their essays and Mary Williams and the NHS band performed. Jarrett Croy and Sebastian Lawler played Taps at the conclusion of the program.

**VI. Items for Discussion and / or Reports**

**1. District Educational Program Advisory Committee (DEPAC) Goals for 2015-2016.**

Kyle Wilkomm, one of the co-chairs of the District Educational Program Advisory Council (DEPAC), shared with the Board the recommended goals that were developed by this committee of citizens and staff members over the last several months. The DEPAC supports the Continuous Improvement Process by providing the Board of Education with recommended goals in assessment of student achievement, teaching and learning, and student services, which are then addressed where appropriate in building and program improvement plans. At DEPAC's last meeting of the school year, they reached consensus on the goals, which were shared with the Board.

**2. 2015-2016 General Fund Budget.**

The General Fund budget was presented by Val Mertesdorf, Director of Finance. She spoke about the assumptions and parameters for revenues and expenditures used for development of this budget. No action is required on the budget until June 8, 2015.

**3. Activity Fees for 2015-2016.**

Activities Director Tom Graupmann presented a proposal for an increase in activity fees to cover expenses incurred in implementing online registration and to cover the costs associated with our athletic training contract with the Center for Sports Medicine and Rehabilitation.

**4. Proposed Southeast Minnesota Special Education Cooperative.**

Superintendent Richardson presented detailed information about the proposed creation of a five-district special education cooperative to serve the needs of our most complex special education students in the most effective and efficient manner, and to provide the ability to meet the growing needs for these programs across southeast Minnesota.

**VII. Superintendent's Report**

**A. Items for Individual Action**

**1. 2015-2016 Budgets for Capital and Health and Safety.**

On a motion by Maple, seconded by Iverson, the Board unanimously approved the following 2015-2016 Revenue and Expenditure budgets for Capital and Health and Safety.

	<u>Revenues</u>	<u>Expenditures</u>
Operating Capital	\$1,824,627	\$1,856,294
Health & Safety	261,826	274,302
<b>Total</b>	<b>\$2,086,453</b>	<b>\$2,130,596</b>

**B. Items for Consent Grouping**

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

**1. Co-Curricular Overnight Trips for the 2015-2016 School Year.**

The Board approved the list of co-curricular overnight trips for the 2015-16 school year dated May 26, 2015.

**2. Gift Agreement.**

The Board approved a gift agreement with the Northfield Touchdown Club. The Touchdown Club has donated to the Football Activities account \$3700 to be used to purchase: Shadowman – 2 Unit and a Shadowman Junior.

**3. Financial Reports – January, February and March 2015.**

The Board approved the following:

- Paid bills totaling \$1,605,548.32, payroll checks totaling \$2,485,939.19, bond payments totaling \$4,723,271.88 and the financial reports for January 2015.
- Paid bills totaling \$1,458,963.27, payroll checks totaling \$2,603,725.35, and the financial reports for February 2015. No bond payments were made in February 2015.

• Paid bills totaling \$1,179,192.94, payroll checks totaling \$2,566,540.35, and the financial reports for March 2015. No bond payments were made in March 2015.

**4. Personnel Items.**

**a. Appointments\***

1. Savannah Dimick, Community Services Summer Recreation Intern.
2. Len R. Kallsen III, Strength Training Coach (Winter) at the HS.
3. Ellen Trotman, Bridges to K Teacher at Greenvale Park.
4. Tyler Balow, .8 FTE Social Studies Teacher at the High School. \*\*
5. Kevin Dahle, 1.0 FTE Social Studies Teacher on Legislative Leave of Absence, add Long-Term Substitute Language Arts Teacher at the High School for 8 hours/day beginning 05/22/2015 – 06/05/2015.
6. Alexandra Hansen, SummerVentures Site Assistant.
7. Kelsey Huber and Marnecia Johnson, Summer Ventures Site Assistant at Sibley.
8. Jamie Moyer, 1.0 FTE DCD-MM Special Education Teacher at Greenvale Park.\*\*
9. Carley Wernimont, 1.0 FTE Special Education Teacher at Greenvale Park. \*\*

**b. Increase/Decrease/Change in Assignment**

1. Katherine Klein, change to 1.0 FTE Long-Term Substitute Grade 6 Science Teacher at the Middle School. \*\*
2. Rustianna Mechura, add PLUS Club Leader at Bridgewater.
3. Rachael Schlossin, change to 1.0 FTE Grade 6 Teacher at the Middle School. \*\*
4. Dylan Warner, change to KidVentures Site Leader at Sibley (Summer).
5. Nives Bakic, change to SpecEd EA-PCA for 6.75 hours/day.
6. Robert Benson, add SummerVentures Site Assistant at Sibley.
7. Russel Boyington, Brooke Taylor, Nicki Pulju, Courtney Olson, Peggy Mills, Quinn Line, Cindy Keogh and Mary Graue, change to SummerVentures Site Assistants at Sibley.
8. Aimee Gerdesmeier and Tonya Skluzacek (Merritt), change to SummerVentures Site Leaders at Sibley.
9. Angela Kruse, change to 1.0 FTE Speech/Language Pathologist at BW/GVP. \*\*
10. Hermes Lanza, change to Special Education Educational Assistant-PCA (SpecEd EA-PCA) at Bridgewater.
11. Carolyn Manderfeld, change end date from 6/5/2015 to continuing with no end date.
12. Kelli Otting, change to Long-Term Substitute Special Education Teacher at Sibley. \*\*
13. Elizabeth Pfeiffer, change to 1.0 FTE Special Education Teacher at the ALC/HS (.5 FTE ALC; .5 FTE HS). Add SpecEd EA-PCA for Prom. \*\*

**c. Leaves of Absence**

1. Shari Malecha, Family/Medical Leave of Absence beginning 05/26/2015 – 06/05/2015.
2. Lisa Weis, 1.0 FTE Special Education Teacher, taking .2 FTE Unpaid Leave of Absence for 2015-16 school year.

**d. Retirement / Resignations**

1. Starr Kahl, Educational Assistant at the High School, retirement effective 06/05/2015.
2. Martha Boughton, Educational Assistant at the Middle School, resignation effective 06/05/2015.
3. Michelle Gaertner, Middle School Assistant 6th Grade Volleyball Coach, resignation effective 4/21/2015.
4. Joe Jorgensen, 8th Grade Football Coach, resignation effective 4/20/2015.
5. Jeff Pesta, Middle School Principal, resignation effective 07/01/2015.
6. Michelle Steele, Middle School Boys Tennis Coach, resignation effective 03/10/2015.

\* Conditional offers of employment are subject to successful completion of a criminal background check.

\*\*Salary is subject to revision upon settlement of the 2015-17 NEA Master Agreement.

**e. Community Services Payroll Scales**

Driver Education Department: (Rates will be effective 6/1/2015)

Behind The Wheel Instructors	\$23.75/hour
Classroom Instructors	\$27.75/hour
Driver Education Administration	\$27.75/ hour (approx. 20 hours per year)

Recreation Department: (Rates will be effective 6/1/2015 through 7/31/2015)

Recreation Starting Wage	\$8.00
Recreation Starting Wage (Lifeguard)	\$8.50
Recreation Starting Wage (WSI)	\$10.00
Recreation Starting Wage (Supervisor)	\$10.00
Experience Step per Year*	\$0.25/hr

\*All positions will receive an additional \$0.25/hr for each year of service they have provided to the District.

**f. Agreement to Extend Probationary Period.**

**VIII. Items for Information**

**1. Proposed School Board Policy 427 – Workload Limits for Certain Special Education Teachers.**

School districts must have a policy on this topic due to a change to Minnesota Rule 3525.2340, Subp. 4.B., which now contains the following requirement: "...the school district must establish a board-approved policy for determining workload limits for special education staff ..." The policy being proposed is a model policy provided by the Minnesota School Boards Association. The Board will be asked to take action on Policy 427 at its June 8, 2015, regular meeting.

**2. July 2015 – June 2016 School Board Meeting Schedule.**

**3. Upcoming Dates:**

Friday, May 29 – 1:00 PM – Area Learning Center Graduation, Longfellow Gymnasium Sunday, May 31 – 2:00 PM – High School Graduation, Memorial Field

**4. There will be a Closed Negotiations Strategy Session immediately following the June 8, 2015, Regular School Board meeting.**

**IX. Future Meetings**

Monday, July 13, 2015, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

**X. The Board adjourned.**

Noel Stratmoen  
School Board Clerk