

School Board Minutes  
November 14, 2016  
Northfield High School Media Center

I. Call to Order

The Regular meeting of the Northfield Board of Education of Independent School District 659 was called to order.

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 Hardy, minutes of the Regular School Board meeting held on October 24, 2016, were unanimously approved.

V. Announcements and Recognitions

VII. Items for Discussion and / or Reports

1. Substitute Teacher Proposal.

Director of Human Resources Molly Viesselman reviewed a proposal to recruit and hire two full-time substitute teachers in an effort to address the substitute teacher shortage. The hiring of full-time substitute teachers is one strategy that has worked well in other districts to mitigate the impact of a smaller pool of on-call substitute teachers.

2. School Improvement Plan Presentations – Area Learning Center and Community Services.

Presenting the School Improvement Plan for the Area Learning Center was Director Daryl Kehler. The ALC identified attendance and credit completion, as well as ensuring that all graduating seniors have a post-secondary life plan, as the goals they will continue to work on during the 2016-2017 school year..

The Community Services site improvement plan was presented by Director Erin Bailey. She spoke about the progress being made on the implementation of the Collective Impact Initiative that focuses on supporting all Northfield youth from cradle to career: “Ready for Kindergarten” roadmap was completed, 3,459 free books were distributed, and Early Learning Scholarships continue to be a key component. In 2016-2017, Community Services will continue the work around Northfield Promise, continue to determine appropriate space and programming needs, and expand and enhance professional development opportunities for all Community Services staff.

3. Master Facilities Plan.

Superintendent Matt Hillmann and Director of Buildings and Grounds Jim Kulseth presented the Master Facilities Plan. Work on the Master Facilities Plan began with a demographic study of the District in June 2014 and included more than 20 stakeholder meetings along with an online engagement process that involved more than 500 stakeholders. The plan includes focus on managing the life cycle of our current facilities and planning for deferred maintenance projects to ensure the maximum use of our facilities.

VIII. Superintendent’s Report

A. Items for Individual Action

1. Resolution Stating the Intention of the School Board to Issue General Obligation Bonds to Finance Projects included in the District’s Approved Ten-Year Facility Plan.

On a motion by Stratmoen, seconded by Colangelo, the Board unanimously approved the Resolution Stating the Intention of the School Board to Issue General Obligation Bonds to Finance Projects included in the District’s Approved Ten-Year Facility Plan; Covenanting and Obligating the District to be Bound by and to use the Provisions of Minnesota Statutes, Section 126C.55 to Guarantee the Payment of the Principal and Interest on the Bonds.

2. Resolution Canvassing the Results of the November 8, 2016, School Board Election.

On a motion by Quinnell, seconded by Colangelo, the Board unanimously approved the adoption of the Resolution Canvassing Returns of Votes of the School District’s General Election as presented.

3. Resolution Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Duties.

On a motion by Colangelo, seconded by Quinnell, the Board unanimously adopted the Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties as presented.

4. American Education Week Proclamation.

On a motion by Colangelo, seconded by Quinnell, the Board unanimously approved the American Education Week Proclamation.

B. Items for Consent Grouping

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

1. Personnel Items.

a. Appointments.

- Alexander Betley Basketball Coach) with Community Services.
- Danielle Crase Assistant Student Council Advisor at the High School.
- \*Julieann DeMars Special Education EA-PCA at CVSEC-Alex.
- Amber Fredrickson Special Education EA-PCA at CVSEC-STEP.
- Annika Hoff Basketball Coach with Community Services.
- Ane Holland Aquatics for 2 hrs/day for 2 days/wk with Community Services beginning 01/1/2017-5/31/2017; Swim Aide \$9.50/hour, Class Lead \$10.50/hour.
- \*Alea Johnston Special Education EA-PCA for 7 hrs/day at CVSEC-Alex beginning 11/21/2016. CVSEC Spec Ed, Step 4-\$16.69/hr.
- April Kalscheuer Special Education EA-PCA for 7 hrs/day at CVSEC-STEP beginning 11/14 /2016; CVSEC Spec Ed, Step 2-\$15.92/hr.

- Kelly Kelly Luiten Volunteer Coordinator flex hours for up to 400/ hrs for the remaining of the 2016-17 school year beginning 11/14/16-6/6/2017; Step 1-\$15.28/hr.
- Nicole Monroe Special Education EA-PCA for 7 hrs/day at CVSEC-SUN beginning 11/5/2016; CVSEC Spec Ed, Step 3-\$16.24/hr.
- Angela Peterson Special Education EA-PCA for 7 hrs/day at CVSEC-SUN beginning 11/9/2016; CVSEC Spec Ed, Step 1-\$15.58/hr.
- Jonathan Pownell Aquatics for 2 hrs/day for 2 days/wk with Community Services beginning 11/3/2016-5/31/2017; Lifeguard \$10/hour, Swim Aide \$9.50/hour, Class Lead \$10.50/hour.
- Derrick Schroeder Special Education EA-PCA for 7 hrs/day at CVSEC-STEP beginning 11/14/2016; CVSEC Spec Ed, Step 4-\$16.69/hr.
- Shari Setchell Event Worker District Wide beginning 10/24/2016.
- Jaclyn Swenson Targeted Services PLUS Student Site Assistant for 1.5 hrs/day for 4 days a week Mon.-Thur. at Sibley beginning 11/8/2016-4/5/2017; \$9.50/hr.
- Grace Touchette Basketball Coach for 3hrs/day (Saturdays) with Community Services beginning 1/01/2017-5/31/2017; \$9.50/hr.
- Fall/Winter/Spring Recreation Positions Effective November 3, 2016-May 31, 2017 Trent Swartwoudt, Cullen Hauck and Chantel Novak-Lifeguard, Swim Aide, Class Lead Effective January 1, 2017-May 31, 2017 Anja Stromme, Theodore Deitz – Basketball Supervisor Vanessa Dimick, Garrick Hoekstra, Connor Henderson, Jorgen Salvesson – Basketball Coach Sean Meagher – Lifeguard, Swim Aide, , Class Lead \$ Mark Welinski – Tennis Supervisor Christof Zweifel and Timothy Roback – tennis
- Nick Gerhardt Event Worker District Wide.
- \*John Kromschroeder Night Custodian at the Middle School.
- Sarah Woodcock EarlyVentures Teacher at Longfellow.

b. Increase/Decrease/Change in Assignment.

- Charlie Alvarez, add Targeted Services PLUS Teacher at Greenvale Park.
- Robert Benson, add Target Services PLUS Site Lead at Sibley.
- Kristen Cade, add Targeted Services PLUS Teacher at Bridgewater.
- Cory Callahan, Change to Weight Room Assistant.
- Stephanie Ennis, add Targeted Services PLUS Teacher at Greenvale Park.
- Kathy Flicek, add Targeted Services PLUS Teacher at Greenvale Park.
- Becky Gainey, add Targeted Services PLUS Teacher at Sibley.
- Robert Garcia, add Targeted Services PLUS Teacher at Greenvale Park.
- Amanda Heinritz, add Targeted Services PLUS Teacher at Greenvale Park.
- Michael Humann, change to Custodian Engineer-Lead hours are 3-11pm Mon-Fri at the Middle School.
- Tammy McDonough, add Targeted Services BLAST Teacher at the Middle School.
- Erica Ness, add Targeted Services PLUS Teacher at Bridgewater.
- Kathy Roth, change to Special Ed PCA EA (Step 2) at CVSEC-STEP.
- Melissa Shepherd, add Targeted Services PLUS Teacher at Bridgewater.
- Shelley Stulken, add Targeted Services PLUS Teacher at Sibley.
- Dan DuPay, add Assistant Boys Swimming Coach (60% Stipend) for 100% coaching stipend at the Middle School.

c. Leave of Absence Requests.

- Breezy Barrett Ventures Coordinator Family/medical leave of absence beginning on or about 12/24/2016 for 12 work weeks.
- Stephanie Bangs 1.0 FTE Teacher at CVSEC SUN medical leave of absence beginning 11/3/2016-12/5/2016.
- Timothy Biegert Teacher at the High School Family/medical leave of absence beginning on 12/26/2016-01/20/2017.
- Elizabeth Valentine Teacher at Sibley Family/medical leave of absence beginning on 01/03/2017-01/27/2017.

d. Resignations.

- Rachel Beran Speech Coach at the High School resignation effective 11/9/2016.
- Amrita Bhagia Assistant Speech Coach at the High School resignation effective for the 2016-17 school year.
- Pam Hanson Speech Coach at the High School resignation effective 11/9/2016.
- Gailyn Lamphere Special Education –PCA with the CVSEC-Alex building unable to accept position.
- Holly McBeth EarlyVentures Teacher at Longfellow resignation effective 11/8/2016.

e. Administration approved the following:

- Girls’ Swimming & Diving-additional coaching position.
- Speech-additional coaching position.
- Dance Team-additional coaching position.
- Speech-a second coaching position.

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

IX. Items for Information

1. Enrollment Options Report.

The 2016-2017 Enrollment Options Report was provided to the Board.

2. Enrollment Report – November 2016.

X. Future Meetings

Monday, December 12, 2016, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

XI. The Board adjourned.

Noel Stratmoen  
School Board Clerk  
N008922