

## **NORTHFIELD PUBLIC SCHOOLS**

### **School Board Minutes**

School Board Minutes

October 24, 2011

Northfield High School Media Center

- I. Call to Order.  
Board Chair Kari Nelson called the regular meeting of the Northfield Board of Education to order at 7 PM. Maple was absent.
- II. Agenda Changes / Table File  
The table file was added.
- III. Public Comment  
Ray Coudret, President of the Northfield Education Association (NEA), happily reported that the Master Agreement with the NEA was ratified earlier. He expressed his thanks to members of the Board for hearing the concerns raised by the NEA and for working cooperatively. Board Chair Nelson thanked Coudret for his leadership.
- IV. Approval of Minutes  
On a motion by Quinnell, seconded by Iverson, the minutes of the October 10, 2011, Regular School Board meeting were unanimously approved.
- V. Announcements and Recognitions
  - It was recently announced that Northfield was again selected as one of the nation's "100 Best Communities for Young People." The Northfield application was once again written by the young people on the Mayor's Youth Council, a City Council-appointed commission of high school juniors and seniors. It was one of the few applications in the nation written by young people themselves.
  - The TORCH team was recently awarded a \$48,000 Intervention for College Attendance grant from the Minnesota Office of Higher Education. This is the fourth time that the Northfield Public Schools has received this 2 year grant, which has provided funding over the last six years. The funds will be used to support the TORCH program at the middle and high schools.
  - Northfield was chosen to participate in the "Assistive Technology Team Project" sponsored by the MN Dept. of Education. A team of special education teachers and related services personnel will receive 9 days of training to develop and enhance services to meet the needs of children and youth with disabilities who would benefit from using assistive technology. Team Members include: Reanae Christianson, Kathy Lean, Gary Lewis, Stephanie Mahal, John Schnorr, and Greg Sumner.
  - Erin Mayberry, Community Services Recreation Coordinator, is among four young adults who have been chosen by the regional Rotary Club district to participate in a Global Study Exchange in Brazil next spring.
- VI. Item for Discussion and / or Reports
  1. Professional Learning Communities Presentation – Area Learning Center.  
The presentation by the Area Learning Center was the first in a series of monthly informational reports on Professional Learning Communities (PLCs). ALC Director Pat Parlin and staff members Renee Rasmussen, Burt Bemmels, Darcy Seurer and Cheryl Mathison presented the work of their PLC this school year. Staff are focusing on increasing vocabulary skills and improving attendance. Several strategies have been successful – repetition, visualization and student realization that vocabulary is key to improved reading skills. Staff also spoke to the Board about the challenges they face as a PLC because they all teach a variety of different classes in a different subject.
  2. Prairie Creek Community School Annual Report.  
The new Director of Prairie Creek, Simon Tyler, presented Prairie Creek's 2010-2011 Annual Report. This plan fulfills state requirements for annual reporting as well as the District's request that each charter school authorized by the Northfield Public Schools present an annual report to the School Board. Prairie Creek is in its ninth year of operation. Some highlights:
    - ❖ Current enrollment is 178 students in grades K – 5.
    - ❖ 23% of the students receive free or reduced lunch.

- ❖ Current academic goals focus on Math and Reading. Every Wednesday the entire faculty meets for two hours to participate in guided professional development. This year the focus is on Math Frameworks and Assessment, Environmental Science, Special Education tools and standards-based IEPs, Technology and Multi-age education.
- ❖ Program challenges include communication with families in a digital age and community development.

3. Greenvale Park Adequate Yearly Progress Plan Report.

Principal Dave Craft presented Greenvale Park's Adequate Yearly Progress Plan developed by the staff and principal as required by the federal No Child Left Behind Act. The plan identified the student subgroup whose reading proficiency level needs to be improved and the amount of improvement required each year. It also described the SMART Goal, key intervention strategies, and specific action steps using Professional learning Communities, Teacher Mentoring, Parent/Student/Community Communication, and Job-Embedded Professional Development that will support increased student achievement.

VII. Superintendent's Report

A. Items for Individual Action

1. 2011-2013 Agreement with the Northfield Education Association (NEA).

On a motion by Pritchard, seconded by Stratmoen, the Board unanimously approved the 2011-2013 Master Agreement with Northfield Education Association as negotiated. (Maple was absent.)

2. Minnesota State High School League (MSHSL) Foundation Grant for Student Participation.

On a motion by Quinnell, seconded by Fossum, the Board unanimously approved the following Resolution:

RESOLVED, that the School Board of Independent School District No. 659, authorizes the Northfield High School administration to apply for a Minnesota State High School League (MSHSL) Foundation Grant to be used to fund those students unable to pay the activity fees to participate in Northfield High School Athletic Programs. The grant request is for \$10,000. Voting 'yes' was Stratmoen, Quinnell, Pritchard, Iverson, Fossum and Nelson. No one voted 'no.' Maple was absent.

B. Items for Consent Grouping

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

1. Cooperative Sponsorship.

The Board approved entering into a cooperative sponsorship with ARTech for Boys Basketball and Boys Swimming and Diving. This sponsorship will be in effect for both the 2011-2012 and 2012-2013 school years.

2. Personnel Items.

a. Appointments\*

1. John Witt, Middle School Youth Center Site Assistant, 2.5 hrs./day beginning 10/17/11 through 5/10/12, Step 1, \$11.03/hr.
2. Morgan Mathison, Middle School Youth Center Site Assistant, 2.5 hrs./day beginning 10/24/11 through 5/10/12, Step 1, \$11.03/hr.
3. Lourdes Harris Maldonado, Special Ed Educational Assistant PCA at Greenvale Park 3 hrs./day beginning 10/24/11 through 6/1/11, Class III, step 1, \$13.26/hr.
4. Rhonda Stanley, .5 hr. Instructional/.5 hr. Supervisory/5 hrs./day Special Ed Educational Assistant PCA at Greenvale Park, beginning 10/17/11 through 6/1/11, Class I -.5 hr., \$12.59/hr., Class II -.5 hr., \$12.85/hr. & Class III – 5 hrs., \$13.26/hr.
5. Rolf Tollefson, .75 hr. Supervisory/5 hrs./day Special Ed Educational Assistant PCA at Greenvale Park, beginning 10/17/11 through 6/1/11, Class I -.75 hr., \$12.59/hr. & Class III – 5 hrs., \$13.26/hr.
6. Bonnie Skluzacek, 2 hrs./day Special Ed Educational Assistant Job Coach at the High School, beginning 10/28/11 through 6/1/12, Class III, step 1, \$13.26/hr.

7. Blayr Gilitiuk, PLUS Site Leader at Greenvale Park for 10 hrs./week, beginning 10/24/11 through 4/26/12, Step 1, \$13.74/hr.
  8. Soren Nelson, PLUS Site Assistant at Greenvale Park for 8 hrs./week, beginning 10/24/11 through 4/26/12, Step 1, \$11.03/hr.
  9. Lindsay Schacht, PLUS Site Leader at Bridgewater for 10 hrs./week, beginning 10/24/11 through 4/26/12, Step 1, \$13.74/hr.
  10. Mary Stanchina, PLUS Site Leader at Sibley Elementary for 10 hrs./week, beginning 10/24/11 through 4/26/12, Step 1, \$13.74/hr.
  11. Sara Rowan, Assistant Girls Hockey Coach, Level E, step 1.
  12. Thomas Phil White, PT Assistant MS Wrestling Coach, \$12.00/hr.
  13. Jennifer Walls, Assistant Nordic Ski Coach, Level G, step 1.
  14. Lyndsey Callahan, HS Weight Room Assistant (winter), Level K, step 1.
  15. Allison Clark, Lifeguard/Swim Lesson Aid, \$8.00/hr.
  16. Co-Curricular Assignments for November as attached.
  17. Laurel Sargent, 1.0 FTE Long-Term Substitute Kindergarten/Title 1 Teacher at Bridgewater Elementary, beginning 11/14/11 through 12/22/11, BA-0.
  18. Devin Walker, 6<sup>th</sup> Grade Basketball Coach beginning 10/31/11, \$10.00/hr.
- b. Increase/Decrease/Change in Assignment
1. Sandi Miller, 6.83 hrs./day Instructional/Special Ed Educational Assistant PCA at the Middle School, additional 5 hrs./week Site Assistant at Middle School Youth Center, beginning 10/17/11 through 5/10/12, Step 1, \$11.03/hr.
  2. Brenda Hand, ESL Teacher at Bridgewater, increase 2.5 hrs./week PLUS Targeted Services Teacher at Bridgewater, beginning 10/24/11 through 4/26/12.
  3. Laurel Sargent, Special Ed Educational Assistant PCA at Bridgewater, increase 2.5 hrs./week PLUS Targeted Services Teacher at Bridgewater, beginning 10/24/11 through 4/26/12.
  4. Roberto Garcia, ESL Teacher at Greenvale Park, increase 2.5 hrs./week PLUS Targeted Services Teacher at Greenvale, beginning 10/24/11 through 4/26/12.
  5. Michelle Morales, ESL Teacher at Greenvale Park, increase 2.5 hrs./week PLUS Targeted Services Teacher at Greenvale, beginning 10/24/11 through 4/26/12.
  6. Amanda Schrader, ESL Teacher at Sibley, increase 2.5 hrs./week PLUS Targeted Services Teacher at Sibley, beginning 10/24/11 through 4/26/12.
  7. Elizabeth Valentine, ESL Teacher at Greenvale/Sibley, increase 2.5 hrs./week PLUS Targeted Services Teacher at Sibley, beginning 10/24/11 through 4/26/12.
  8. Ruben Alvarez, ESL Teacher at Middle School, increase 2.5 hrs./week PLUS Targeted Services Teacher at Middle School, beginning 10/24/11 through 4/26/12.
  9. Renee Rasmussen, ALC Teacher, increase 2.5 hrs./week PLUS Targeted Services Teacher at Middle School, beginning 10/24/11 through 4/26/12.
  10. Clarita Kell, increase .5 hr./week Instructional Educational Assistant at Middle School, beginning 10/24/11 through 6/15/12.
- c. Resignations
1. Dana Jans, ECFE Educational Assistant, KidVentures Site Lead and EarlyVentures Site Assistant, resignation effective 10/28/11.
  2. Soren Nelson, PLUS Site Assistant at Greenvale Park, resignation effective 10/24/11.
- d. Leave of Absence
1. Laurel Sargent, Leave of Absence from Educational Assistant position at Bridgewater Elementary, beginning 11/14/11 through 12/22/11.

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

\*\* Subject to revision when negotiations for 2011-13 are completed.

3. Gift Agreement.

The Northfield Softball Association has donated \$24,700 to support the improvement of the softball fields located on Northfield High School's property.

VIII. Items for Information  
There were no items.

IX. Future Meetings

Monday, November 14, 2011, 6:30 PM, Reception for National Merit Scholars, High School Upper Cafeteria  
Monday, November 14, 2011, **7:30 PM**, Regular School Board Meeting, Northfield High School Media Center  
Monday, November 28, 2011, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Nelson reminded citizens of the community to vote on November 8.

IX. On a motion by Stratmoen, seconded by Fossum, the Board adjourned at 8:45 PM.

Noel Stratmoen  
School Board Clerk