

## **NORTHFIELD PUBLIC SCHOOLS School Board Minutes**

School Board Minutes

December 12, 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 7:00 PM.  
No one was absent.
- 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 Maple, minutes of the November 28, 2011, Regular School Board meeting were unanimously approved.
- V. Announcements and Recognitions
  - A copy of Northfield Healthy Community Initiative's 2010-2011 mini-grants report was given to Board members. During the 2010-2011 school year, HCI awarded \$11,480 in mini-grants funding to projects supporting the Northfield Public Schools. The District is grateful to HCI and the generous financial support of a number of community partners who make the mini-grants program possible. Those community partners include the Northfield Area United Way, Women in Northfield Giving Support (WINGS) and Carlson Capital Management.
  - The Soy Scents Candle Company, a non-profit business operated by Area Learning Center students in the Small Business Class, received an award for "Promising Practices" in character education at the 18<sup>th</sup> National Forum on Character Education.
  - Occupational Therapist Greg Sumner and Academic Coach Andrew Gilbertson presented a poster session at the 2011 TIES Conference in Minneapolis on December 12 – The Livescribe Smartpen - where digital natives and immigrants meet.
  - Northfield Middle School Geography teacher Curt Mikkelsen and Sibley Elementary Kindergarten teacher Allison Otte have been named the 2011 TIES Exceptional Teachers for their work in using technology with their students. Curt and Allison will be honored at the TIES technology conference in Minneapolis on December 13. Congratulations to Curt and Allison.
- VI. Item for Discussion and / or Reports
  1. School Improvement Plan Reports – Middle School and Area Learning Center.  
The school continuous improvement plan reports continued with Northfield Middle School and the Area Learning Center presenting.
  2. Truth-in-Taxation Presentation for the 2012 Property Tax Levy.  
The amount of the proposed final levy for 2012 is \$15,189,967 and represents a 6.07% increase from the prior year. Stephanie Shawback, Director of Business Services, reviewed the levy and the current year's proposed budget amendments. Highlights for school taxes in 2012:
    - Legislative changes to the Homestead Market Value Credit.
    - Voter approval to revoke and renew current operating referendum.Three community members addressed the Board following the presentation – Carl Caskey, Iva Dodson and Larry Deboer.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. Certify Final 2011 Payable 2012 Tax Levy.  
On a motion by Pritchard, seconded by Maple, the Board unanimously certified to County Auditors the 2011 Payable 2012 Final Certified Net Tax Levy in the amount of \$15,189,967.22.

2. Fiscal Year 2011-2012 General Fund Budget Amendment.

On a motion by Stratomoen, seconded by Iverson, the Board unanimously approved the revised 2011-12 general fund budget as follows: revenues of \$39,861,780 and expenditures of \$39,003,333. Included in the budget amendment is an increase of the contingency fund used to address enrollment fluctuations by \$45,000 restoring it back to \$150,000 as well as a planned increase in fund balance assigned for OPEB of \$745,500.

B. Items for Consent Grouping

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

1. Student Activity Account Transfer.

The Board approved designating up to \$750 from the Speech Team student activity account to pay for additional coaches. The rate of pay will be \$12 or \$14 per hour (depending upon whether or not they are a licensed teacher). The Speech Team intentionally fundraised so that more coaches could be secured.

2. Personnel Items.

a. Appointments\*

1. Carol Myint, Middle School Volunteer Coordinator for 6.75 hours/week, beginning 12/12/11 through 6/4/12, \$13.40/hour.
2. Anita Corwin, Special Ed Educational Assistant – PCA at Head Start, beginning 12/12/11 through 5/31/12, Class III, Step 3 - \$13.94/hour.
3. Kyle Smisek, 6<sup>th</sup> Grade Basketball Coach, beginning 1/3/12 through 2/23/12, \$12.00/hour.
4. Deborah Rasmussen, 6<sup>th</sup> Grade Basketball Coach, beginning 1/3/12 through 2/23/12, Level K, Step 3.
5. Hope Langston, Sibley Homebound Instructor for 2 hours/week, beginning ASAP, MA, Step 0.
6. Jennifer Brunner, PLUS Student Site Assistant at Greenvale Park Elementary for 1.25 hrs. /day (Mon.-Thurs.) beginning 12/12/11 through 4/26/12, Step 1, \$7.93/hr.
7. Alexis Bulson, PLUS Student Site Assistant at Greenvale Park Elementary for 1.25 hrs. /day (Mon.-Thurs.) beginning 12/12/11 through 4/26/12, Step 1, \$7.93/hr.

b. Increase/Decrease/Change in Assignment

1. Yolanda Loken, Special Ed Educational Assistant PCA at Longfellow, transfer to Special Ed Educational Assistant Head Start at Longfellow, beginning 11/30/11 through TBD.
2. John Mahal, 1.0 FTE Special Education Teacher at the High School, overload assignment (no supervision) beginning 10/1/11 through 6/1/12.
3. Allyson Bernstorff, Special Ed Educational Assistant PCA at Bridgewater, additional 15 minutes/week beginning 12/5/11 through 6/1/12.
4. Jessica Grisim, Special Ed Educational Assistant PCA at Bridgewater, additional 15 minutes/week beginning 12/5/11 through 6/1/12.
5. Katie Malecha, Special Ed Educational Assistant PCA at Bridgewater, additional 15 minutes/week beginning 12/5/11 through 6/1/12.
6. Erica Hubers, Special Ed Educational Assistant PCA at Bridgewater, additional 15 minutes/week beginning 12/5/11 through 6/1/12.
7. David Shuman, 1.0 FTE English/Language Arts Teacher at the High School, step placement corrected to BA-5, effective 12/1/11.
8. Peggy Sheehy, Special Ed Educational Assistant PCA, adding an additional 6.5 hrs. per week (3.25 hrs./day on Tuesday and Thursday mornings), beginning 12/6/11 through 6/1/12.
9. Leah Sand, High School Physical Education Teacher, .10 overload beginning 1/23/12 through 6/4/12.
10. Lisa Krueger Robb, Homebound Instructor at the High School for 5 hrs./week, beginning 12/12/11 through TBD.
11. Katherine Norrie, .8 FTE Art Teacher at the High School, increase .1 FTE High School Art beginning 12/1/11 through 1/23/12.

- c. Leaves of Absence
  - 1. Erica Hubers, unpaid leave of absence beginning 12/2/11 through 12/22/11.
  - 2. Amy Tacheny, FMLA leave of absence beginning on or about 4/7/12 through 6/4/12.
  - 3. Heather Pudas, FMLA leave of absence beginning on or about 4/18/12 through 6/4/12.
  - 4. Vanessa Grave, FMLA leave of absence beginning 12/19/11 through 1/13/12.
- d. Resignation / Retirement
  - 1. Ashley Evans, Site Assistant at Early Ventures, resignation effective 1/10/12.
  - 2. Karen Johnson, Sibley Administrative Assistant, retirement effective 12/31/11.
- e. The Board approved the 2011-12 Teacher Seniority List and the 2011-12 Principals/Assistant Principals Seniority List.

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

VIII. Items for Information

- 1. Enrollment Report – December 1, 2011.

IX. Future Meetings

Monday, January 9, 2012, 7:00 PM, Organizational School Board Meeting followed by the Regular School Board Meeting,  
Northfield High School Media Center

Monday, January 23, 2012, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

- X. On a motion by Quinnell, seconded by Fossum, the Board adjourned at 9:00 PM.

Noel Stratmoen  
School Board Clerk