

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

School Board Minutes

August 8, 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.  
No one was absent.
  
- II. Agenda Changes / Table File  
The table file was added.  
Superintendent Richardson announced that there would be Closed Negotiation Strategy Session immediately following the Board meeting in the District Office Conference Room.
  
- III. Public Comment  
There was none.
  
- IV. Approval of Minutes  
On a motion by Maple, seconded by Iverson, the minutes of the July 11, 2011, Regular School Board meeting were unanimously approved.
  
- V. Announcements and Recognitions
  - Greenvale Park Elementary School has been awarded a \$3000 grant from MID WEST and America's Dairy Farmers in the June round of Funds for Fuel Up to Play 60. As a recipient of these funds, Greenvale Park will be expected to implement healthy eating and physical activity strategies that were outlined in their funding application.
  - Tech Boot Camp was held during the week of August 1. Thirty sessions were offered and 74 different teachers attended at least one session for a total attendance of 166 individual session participants. Thank you to the following District staff who taught sessions: Julie Wolner, Cindy Samuelson, Duane Johnson, Matt Nohava, Darrell Sawyer, Heather Kuchinka, Missy Spitzack, Danielle Amundson, Leah Sand, Greg Sumner, Brian Stevens and Matt Hillmann. In addition, the District is thankful to representatives from Speech Gear, Southeast Service Cooperative, and Synergy and Leadership Exchange for leading sessions as well.
  - Maple reported that this past week was the All State Music Camp. Ten high school students participated, culminating in concerts all around the state.
  - Pritchard thanked Hannah Puczko and Pat Parlin for the excellent tour of the Summer Plus program. It was thrilling to see 300 kids enthusiastically engaged academically and socially.
  
- VI. Item for Discussion and / or Reports  
There were no items for discussion or reports.
  
- VII. Superintendent's Report
  - A. Items for Individual Action  
Nelson introduced the two action items. She thanked the Board for the discussion at last month's Board meeting during which consensus was reached to set the operating levy at the statutory cap for 10 years as well as renew the Capital Projects Levy. The Board also agreed to combine polling places to run the election efficiently. Then, Superintendent Richardson explained the questions in greater detail, including providing background information
    1. Resolution Relating To Revoking The Existing Referendum Revenue Authorization Of The School District And Approving A New Authorization, Approving A Capital Project Levy Authorization To Replace An Expiring Authorization, And Calling An Election Thereon.  
On a motion by Stratmoen, seconded by Pritchard, the Board unanimously adopted the Resolution Relating To Revoking The Existing Referendum Revenue Authorization Of The School District And Approving A New Authorization, Approving A Capital Project Levy Authorization To Replace An Expiring Authorization, And Calling An Election Thereon. Voting 'yes' was Fossum, Maple, Iverson, Pritchard, Quinnell, Stratmoen and Nelson. No one voted 'no.'

2. Resolution Establishing Combined Polling Places For Certain Multiple Precincts And Designating Hours During Which Each Polling Place Will Remain Open For Voting For School District Elections Not Held On The Day Of A Statewide Election.

On a motion by Iverson, seconded by Maple, the Board unanimously adopted the Resolution Establishing Combined Polling Places For Certain Multiple Precincts And Designating Hours During Which Each Polling Place Will Remain Open For Voting For School District Elections Not Held On The Day Of A Statewide Election. Voting 'yes' was Fossum, Maple, Iverson, Pritchard, Quinnell, Stratmoen and Nelson. No one voted 'no.'

B. Items for Consent Grouping

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

1. Northfield Swim Club Agreement for 2011-2012.

The Board approved the Agreement with the Northfield Swim Club for the time period September 12, 2011 – May 31, 2012.

2. Financial Reports – April, May and June 2011.

The Board approved the following:

- Paid bills totaling \$866,535.17, payroll checks totaling \$2,587,700.61 and the financial reports for April 2011. There were no bond payments made in April 2011.
- Paid bills totaling \$852,935.11, payroll checks totaling \$2,576,441.85 and the financial reports for May 2011. No bond payments were made in May 2011.
- Paid bills totaling \$622,472.66, payroll checks totaling \$5,834,063.46 and the financial reports for June 2011. No bond payments were made in June 2011.

3. Agreement for the Co-Location of Mental Health Services in Setting IV Special Education Programs.

The Board approved the Agreement for the Co-Location of Mental Health Services provided by Rice County at the Day Treatment facility in Faribault that is a program jointly sponsored by the Northfield and Faribault Public Schools. This is a continuation of an agreement that has been in place since the 2004-05 school year.

4. Facility Use Agreement with Canvas Church.

The Board approved the facility use agreement with Canvas Church for the time period between September 11, 2011 and June 30, 2012.

5. Personnel Items.

a. Appointments\*

1. Christina Weierke, Office Specialist at Middle School, 8 hours/day, 203 days/year, beginning 8/9/11, Class III, step 3.
2. Amy Franklin. .5 FTE Kindergarten Teacher at Greenvale Park beginning 8/29/11, BA-0.
3. Virginia Kennedy, 1.0 FTE Special Education Teacher at the High School/ALC, beginning 8/29/11, BA60-0.
4. Lauren Zwolenski, 1.0 FTE Grade 2 Teacher at Bridgewater, beginning 8/29/11, BA-0.
5. David Von Ruden, .8 FTE Long-Term Substitute Grade 6 Science Teacher at Middle School, beginning 8/29/11 through 6/4/12, BA15-6.
6. Angela Sletten, Instructional Educational Assistant at the High School, 6 hours/day, beginning 9/6/11 through 6/1/12, Class II, step 1, \$12.85/hour.
7. Lois Kelly, Instructional Educational Assistant at Longfellow/ALC, 2 hours/day, beginning 9/6/11, Class II, step 1, \$12.85/hour.
8. Scott Wopata, Head Boys Soccer Coach, Level B, step 1.
9. Jen Rauk, Assistant Boys/Girls Cross Country Coach, Level G, step 3.
10. \*Correction: Lara Runck, Long-Term Substitute Guidance Counselor at the High School, beginning 8/29/11 through 6/4/12, MA-5, (not MA-4 as previously submitted).

11. Nate Basinger, Assistant Boys Soccer Coach JV, Level F, step 1.
  12. Lyndsey Callahan, High School Weight Room Assistant (Fall), Level K, step 1.
  13. Paul Bernhard, 9<sup>th</sup> Grade Football Coach, Level F, step 1.
  14. Steve Taggart, Assistant Football Coach, Level E, step 2.
  15. Jane Dolan, Assistant Cross Country Coach – Part Time, Level I, step 1.
  16. Jaclyn McKay, Assistant Girls Soccer Coach JV, Level F, step 2.
  17. Kaye Wickmann Andree, 7<sup>th</sup> Grade Volleyball Coach, Level H, step 4.
  18. Carly Davidson, Assistant Middle School Soccer Coach – Part Time (hourly), \$12.00/hour.
  19. Mark Weitalla, Head Wrestling Coach, Level A, step 12.
  20. Lucinda Laabs, Northfield Booster Club Concessions Manager for the 2011-12 school year, at a salary of \$1,550.00. (*This position will be paid by the Northfield Booster Club.*)
  21. Anna Braun, Special Education Coordinator, beginning 8/10/11, \$82,072.00 pro-rated for 2011-12.
  22. Lisa Muir, Long-Term Substitute Special Education Teacher at the High School, beginning 8/29/11 through 6/4/12, BA15-5\*\*.
  23. Tresa Mazurek, 6.75 hrs./day Special Ed Educational Assistant PCA at Sibley, beginning 9/6/11, Class III, step 2, \$13.63/hr.
  24. Audra Tejeda, 7<sup>th</sup> Grade Volleyball Coach, Level H, step 1.
- b. Increase/Decrease/Change in Assignment
1. Katie Valek, Interim Ventures Coordinator, transfer to Ventures Coordinator, 52 weeks/year, beginning 7/21/2011.
  2. Peggy Sheehy, 6.3 hours/day Special Ed Educational Assistant PCA at Longfellow, decrease to 10.5 hours/week (Mon., Wed., Fri., 3.5 hours/day), beginning 9/6/11, Class III, step 2.
  3. Susan Nelson, 6.3 hours/day Special Ed Educational Assistant PCA at Longfellow, decrease to 21 hours/week (Mon. & Wed. 7 hours/day; Tues. & Fri. 3.5 hours/day), beginning 9/6/11, Class III, step 6.
  4. Shari Bridley, 6.75 hours/day Special Ed Educational Assistant PCA at Sibley, decrease to 5.6 hours/day Special Ed Educational Assistant PCA at Longfellow (Mon. & Wed. 7 hours/day, Thurs. & Fri. 3.5 hours/day), beginning 9/6/11, Class III, step 6.
  5. Patsy Ophaug, .5 FTE Special Education Teacher at the Middle School, transfer to .5 FTE Special Education Teacher at the High School, beginning 8/30/11.
  6. Martha Boughton, 6.75 hrs./day Special Ed Educational Assistant at the Middle School, decrease to 6.5 hrs./day Special Ed Educational Assistant at the Middle School, beginning 9/6/11, Class III, step 6.
  7. Jessica Grisim, 6.5 hrs./day Special Ed Educational Assistant PCA at Bridgewater, increase to 6.75 hrs./day Special Ed Educational Assistant PCA, beginning 9/6/11, Class III, step 2.
  8. Julia Johnson, 6.75 hrs./day Special Ed Educational Assistant PCA at Sibley, decrease to 4 hrs./day Special Ed Educational Assistant, beginning 9/6/11, Class III, step 3.
  9. Lori Witt Macrae, 6.5 hrs./day Special Ed Educational Assistant at Sibley, increase to 6.75 hrs./day Special Ed Educational Assistant PCA, beginning 9/6/11, Class III, step 6.
  10. DeEtte Harris, 6.75 hrs./day Special Ed Educational Assistant PCA at Sibley increase .25 hr./day Supervisory Educational Assistant, beginning 9/6/11.
  11. Bonnie Johnson, .5 hr/day Supervisory/6.5 hrs./day Special Ed Educational Assistant PCA at Sibley, change to .25 hrs./day Supervisory/6.75 hrs./day Special Ed Educational Assistant, beginning 9/6/11.
  12. Jane Johnson, .5 hr./day Supervisory/6.75 hrs./day Special Ed Educational Assistant PCA at Sibley, decrease to 6.75 hrs./day Special Ed Educational Assistant PCA, beginning 9/6/11.
  13. Jodie Jordan, 6.75 hrs./day Special Ed Educational Assistant PCA at Sibley, increase to .25 hrs./day Supervisory/6.75 hrs./day Special Ed Educational Assistant PCA, beginning 9/6/11.
  14. Bonnie Klamm, .25 hrs./day Supervisory/6.75 hrs./day Special Ed Educational Assistant PCA, increase to .5 hrs./day Supervisory/6.75 hrs./day Special Ed Educational Assistant PCA, beginning 9/6/11.
  15. Tresa Mazurek, 6.75 hrs./day Special Ed Educational Assistant PCA at Sibley, increase to .5 hrs./day Supervisory/6.75 hrs./day Special Ed Educational Assistant PCA, beginning 9/6/11.

16. Teresa Morris, 1.0 hrs./day Supervisory/4 hrs./day Instructional Educational Assistant at Sibley, increase to .5 hrs./day Special Ed Educational Assistant/ 1.0 Supervisory/4 hrs./day Instructional Educational Assistant, beginning 9/6/11.
  17. Emelyn Osborn, .25 hrs./day Supervisory/6.75 hrs./day Special Ed Educational Assistant PCA at Sibley, increase to .5 hrs./day Supervisory/6.75 hrs./day Special Ed Educational Assistant PCA, beginning 9/6/11.
  18. Michelle Tranberg, 6.75 hrs./day Special Ed Educational Assistant PCA at Sibley, decrease to 6.25 hrs./day Special Ed Educational Assistant PCA, beginning 9/6/11.
  19. Sheila Winegardner, .5 hrs./day Supervisory/6.75 hrs./day Special Ed Educational Assistant at Sibley, decrease to .25 hrs./day Supervisory/6.75 hrs./day Special Ed Educational Assistant, beginning 9/6/11.
- c. Leaves of Absence
1. Amanda Kunkel, unpaid leave of absence from August 30, 2011 through on or about November 6, 2011 and childcare leave of absence for the remainder of the 2011-12 school year.
  2. Dan Kust, unpaid leave of absence for the 2011-12 school year.
- d. Retirements/Resignations
1. Cliff Casteel, High School Special Education Teacher, resignation effective 7/12/11.
  2. Cheryl Hall, Special Education Coordinator, resignation effective 7/30/11.
  3. Jennifer Winterfeldt, Youth Development Coordinator, resignation effective 8/2/11.
  4. Laura Hughitt, Special Ed Educational Assistant PCA for Ventures, resignation effective 8/19/11.
  5. Dana Jans, KidVentures Site Leader AM/PM at Greenvale Park, resignation for 2 hrs./day (A.M. hours only), effective 7/27/11.
  6. Thomas McKown, High School English Teacher, retirement effective 7/28/2011.
  7. Melanie Nordick, Child Nutrition Associate, resignation effective 7/26/11.
  8. Tim Komatsu, KidVentures Site Assistant, resignation effective 8/25/11.
  9. Julia Mandsager, KidVentures Site Assistant, resignation 8/25/11.

\*Conditional offers of employment are subject to successful completion of a criminal background check.  
\*\* Subject to revision when negotiations for 2011-13 are completed.

VIII. Items for Information

There were no items for information.

IX. Future Meetings

Monday, August 22, 2011, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, September 12, 2011, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment – On a motion by Stratmoen, seconded by Fossum, the Board adjourned to a Closed Negotiation Strategy Session in the District Office Conference Room at 7:40 PM.

Noel Stratmoen  
School Board Clerk