

APPROVED MAY 22 2018

OFFICAL MINUTES

Chatfield Public Schools School Board ISD #227

Regular Board Meeting

Date | time 4/16/2018 7:00 PM | Meeting called to order by Jerry Chase

In Attendance

Pursuant to due call and notice thereof, the regular meeting of the School Board of Independent School District No. 227, Olmsted, Fillmore and Winona Counties was held on Monday, April 16, 2018. The meeting was called to order at 7:00 p.m. at the high school media center by Jerry Chase, Board Chair.

Roll call was taken with all members present: Chase, Isensee, Backer, Jeffers, McMahon, and Priebe. All present said the Pledge of Allegiance.

Approval of Agenda

Isensee/Backer motion for Approval of Agenda with these changes:

Add: 8. Consent

- d. Approve the following job posting(s):
 - i. High School Social Studies (0.67 FTE)/STEM Instructor (0.33 FTE)
 - ii. High School Custodian
 - iii. Jr High English Teacher
 - iv. Lower Elementary Teacher
 - v. JH Football Coach
- e. Approve the following resignation(s):
 - i. HS Custodian: Rex McGraw
 - ii. Jr High English Teacher: Angela Wiegmann
 - iii. Kindergarten Teacher: Tiffany Wilke
 - iv. JH Football Coach: Scott Backer
- f. Approve the following new hire(s):
 - i. Varsity Volleyball Coach: Taylor Salisbury

Motion carried 6-0

Approval of Claims & Accounts

.Priebe motioned for approval of Claims & Accounts as presented. McMahon seconded. Motion carried 6-0

Reports

Board Committees:

- o Katie Priebe/School Safety Committee: met again this evening prior to the School Board meeting. Nothing new to report yet.
- o Jerry Chase & Matt McMahon/Employee Contracts: finalized principals' contract. It is on tonight's agenda for approval.

- **Scott Backer/Hiawatha Valley Education District:** Winona would like to get back into this district. The board has lots to consider and a vote could happen next school year.

Student Senate/Jack Tuohy & Nate Goldsmith: working on plans for 2018 Homecoming ideas

Community Education Director/Luann Klevan: registration is open for next year preschool & summer Valleyland. Updated the board on summer programs being offered or discontinued. A complete copy of her report is attached.

Principals' Reports:

- **Craig Ihrke/Elementary Principal:** thanked Sara Duxbury & Kaitlin Tuohy for their combined effort in securing a grant from Rochester Area Foundation to be applied to the Elementary STEM program. He also thanked Tiffany Wilkie for her years of service here in Chatfield and wished her luck with her new position in Iowa. A complete copy of his report is attached.
- **Randy Paulson/High School Principal:** thanked Tom Hilgren and Angie Wiegmann for their years of service here at Chatfield. He wished Tom a happy retirement & Angie well on her marriage and move to the Cities. He & Craig reviewed and updated the board on current happenings in each building. A complete copy of his report is attached.

Superintendent's Report/Ed Harris: explained the date/time change for next month's meeting is due to hosting sub-section softball & the Annual Senior Dinner on Monday May 21. He thanked the staff that is retiring or resigning at the end of the school year. Construction is still progressing ahead of schedule. He reviewed the principals' contract & FY18 budget. A complete copy of his report is attached.

Approval of Consent Items

Jeffers/Isensee motion to approve the Consent Items:

- Approve 03/19/2018 Meeting Minutes
- Approve date/time change for May 2018 meeting from 7:00pm May 21 to 6:00pm Tue May 22
- Approve the following Varsity/Head Coaches
 - Football 2018: Jeff Johnson
 - Cross Country 2018: Chris Frye
 - Girls Basketball 2018-2019: Brian Baum
 - Boys Basketball 2018-2019: Jeff DeBuhr
 - Wrestling 2018-2019: Travis Bartels
 - Dance 2018-2019: Danielle Hampel
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 - Jr High English Teacher
 - Lower Elementary Teacher
 - JH Football Coach
- Approve the following resignation(s):
 - HS Custodian: Rex McGraw
 - Jr High English Teacher: Angela Wiegmann
 - Kindergarten Teacher: Tiffany Wilke
 - JH Football Coach: Scott Backer
- Approve the following new hire(s):
 - Varsity Volleyball Coach: Taylor Salisbury

Motion carried 6-0

1st Reading of District Policies

Chase noted that the following district policies are before the board for their first reading. He asked the board to refer any questions they might have to Mr. Harris.

- a. 619 Staff Development for Standards
- b. 623 Mandatory Summer School Instruction

2nd Reading of District Policies

- a. Backer/McMahon motion to approve 521 Student Disability Nondiscrimination. Motion carried 6-0
- b. Isensee/Priebe motion to approve 615 Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans & LEP Students. Motion carried 6-0
- c. 616 School District System Accountability moved to first reading May 2018 agenda
- d. 608 Assessment of Student Achievement moved to first reading May 2018 agenda

New Business

- a. Jeffers/McMahon motion to approve Principals Contract 2017-2018, 2018-2019. Motion carried 6-0
- b. Backer/Isensee motion to approve the revised 2017-2018 budgets. Karyl explained why it was necessary to adjust them. Fund 01-were expected expenditures; Fund 02-Taher commodities were added; Fund 04-Community Ed adjustments. Motion carried 6-0.

Calendar of Events & Adjournment

Chairman Chase reviewed the following upcoming dates and events

- Regular School Board Meetings 2017-2018 7pm Room #122: Jun 18, Jul 16, Aug 20, Sep 17, Oct 15

McMahon/Isensee motion to adjourn at 7:45pm. Motion carried 6-0

Respectfully submitted,

/s/ 

Scott Backer, Clerk

COMMUNITY EDUCATION

Board Report: Monday, April 16, 2018

Preschool

- Registration for next year opened in March. Classes are filling up.
- Parent Day in May – Parent/Child activities during the school day.

Valleyland

- Registration for new families began April 1st.
- Summer Valleyland will be located at the elementary school due to the construction at the high school. Bussing to swimming & summer rec activities will be provided.
- We are exploring options for submitting calendars and billing.
- New regulations regarding eligibility to receive CCAP (Child Care Assistance) funding. More staff training, additional record keeping, and fingerprint background checks will be required.

Theater

- Performance – “Alice in Wonderland” is May 17th.

Summer Rec

- Summer rec information is available online. Hardcopies are available at the elementary office and Community Education Office.
- New activities – Fishing, Skills Building Clinics for basketball and baseball, bowling, beginning drawing, jump & twist class, and Frisbee Golf.
- First Tee Golf was not available this year due to staffing at Rochester Indoor Golf.
- Camp Invention will be the week of June 18th.

Drivers Education

- Chatfield Drivers Education is no longer offering classes.
- We are in discussion with a company out of Rochester. We will try to set up classes for this summer and fall.



MCA Testing:

Our 3rd and 5th grade students have completed the MCA reading tests. Our preliminary scores look pretty good. Third grade has about 76% of students proficient and 5th grade has about 84% of students proficient. In 3rd grade, the state average for reading was 56.8% proficient (2017). In 5th grade, the state average in 2017 was 67.5% of students above the state average. This year's test may be slightly different, but I think it is fair to say, those two grades will be well above the state averages again this year.

4th and 6th grade students began taking their reading tests this past week and will complete them this week. We will then begin testing for math and 5th grade will take the science test the first week in May.

I know the staff and students have been working hard and want to point out that the scores are just snapshots in time. I told both the staff and students that regardless of the outcome, I am proud of their efforts and if they do the best they can, that will be good enough.



School Pace Reading Data:

The table below shows our students are doing very well. Students at the "emergency level" are two grade levels below where the target is.



Love and Logic:

The teaching staff recently completed Love and Logic training. I am attaching a link that will give you an idea of what we covered and the potential benefits of the program.

<https://www.loveandlogic.com/documents/9e-research-OLD.pdf>



Professional Learning Communities:

Below are the PLC tasks for the April and May late start Wednesdays.

April

3: Afternoon PLC Facilitator Meeting

4: PLC

11: Love and Logic Training – Guiding Students to own and solve their problems

18: PLC

25: Action Plan Review or alternate activity as needed

May

2: Class List Completion for 2017-2018

9: Potential Training Date

15: Morning PLC Facilitator Meeting

16: PLC

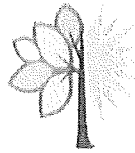
23: Celebration

30th: No Late Start

Upcoming Dates

4/18-23	Grades 3 and 5 Math MCA Testing
4.20	5 th and 6 th grade band Pops Concert Rehearsal (8:00-10:00)
4/21	15 th Annual Pops Concert, 5-12 Band (HS Gym)
4/23-30	Grades 4 and 6 Math MCA Testing
4/25-27	Fifth grade to Eagle Bluff

4/26	Sixth grade to Capitol/Fort Snelling
5/1-7	Grade 5 Science MCA Testing
5/2	DARE Graduation (Grade 6)
5/2	DLT Meeting (HS CR)
5/3	Spring Concert Matinee K-3 (9:30 a.m.)
5/3	Spring Concert 1-3 (7:00 p.m.)
5/4	Book Swap
5/15	May PLC Facilitator Meeting
5/15	4 th Grade to Mabel Farm Safety Field trip
5/17	Elementary Staff Meeting
5/17	HVED Principals' Advisory Council
5/17	Bluegrass Band Lyceum
5/18	Winona Track Meet (Winona)
5/22	Second grade field trip to National Eagle Center and St. Charles Park
5/22	First grade field trip to Whitewater
5/22	Third grade field trip to Soldier's Field Memorial
5/25	Kindergarten Graduation (ES Cafeteria)
5/28	Memorial Day—No School
5/29	Walk-a-Thon
5/30	DLT Meeting
5/30	Talent Show 4-6



Rochester Area
Foundation

STEWARDSHIP | INTEGRITY | INCLUSION | COLLABORATION | INNOVATION

April 9, 2018

Sara Duxbury
Elementary School Counselor
Chatfield Elementary School
11555 Hillside Drive Southeast
Chatfield, MN 55923

Dear Sara:

I am pleased to inform you that at its recent meeting the Board of Trustees of the Rochester Area Foundation adopted a resolution providing for a grant of \$5,525 to Chatfield Elementary School to support creation of its STEM Lab. The grant is being made from the following funds:

Bernice Krug Field of Interest Fund	\$4,975
Dick & Joanne Rosener Donor Advised Fund	\$ 50
Jim & Judy Sloan Donor Advised Fund	\$ 500
Total Funded	\$5,525

Grant Payment: The Rochester Area Foundation will award ½ of the Rochester Area Foundation grant funds upon receipt of the attached signed grant agreement. Please sign and return a copy of this grant agreement indicating your acceptance of the terms and condition of the award. The second ½ of the grant will be awarded upon submission of a six month interim report to the Rochester Area Foundation. The grant reporting form can be found on the Rochester Area Foundation website at www.RochesterArea.org. If the project is not completed by May 1, 2019 the Rochester Area Foundation reserves the right, at its sole discretion, to withhold disbursement of remaining grant funds because you have not fully complied with the terms and conditions of this grant unless notice of delay is provided.

Expenditure of Grant Funds: By signing this document, grant recipients are indicating their agreement to the following stipulations:

1. To use the funds only for the designated purposes and not to use the funds for any purpose prohibited by law;
2. To repay any portion of the grant that is not used for the stated purposes of the grant;
3. To notify the Foundation immediately of any change in (a) your legal or tax status, (b) your executive or key staff responsible for achieving the grant's purposes, or (c) your ability to expend the grant for the intended purpose;
4. To maintain books and records adequate to demonstrate that the grant funds were used for the purpose for which the grant is made, and to maintain records of expenditures adequate to identify the purposes for which, and the manner in which, grant funds have been expended;
5. To permit the Rochester Area Foundation, at its request, to have reasonable access to the organization's files and records for the purpose of making such financial audits, verifications and investigations as it deems necessary concerning the grant;

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6. To allow the Foundation to review and approve the content of any proposed publicity concerning this grant prior to its release and to recognize the Foundation in all publicity materials related to the project, as specified in this notification letter;
7. To allow the Foundation to include information about this grant in the Foundation's periodic public reports, newsletter, news releases, social media postings, and on the website. This includes the amount and purposes of the grant, any photographs provided, your logo or trademark, and other information and materials about your organization and its activities;
8. To maintain files and records pertaining to the grant for a period of at least four years after completion or termination of the project;
9. That the total amount of this grant, or of any payment thereof, may be discontinued, modified or withheld at any time when, in the judgment of the Rochester Area Foundation, such action is necessary to comply with the requirements of law;
10. The agency recognizes that, in compliance with Executive Order 13224 and the USA Patriot Act, no funds provided by the Rochester Area Foundation or by the agency may be used to support terrorist organizations or those who may be otherwise associated with terrorists. The agency further agrees that it will use due diligence to ensure that no funds provided by the Rochester Area Foundation will be distributed to such organizations or persons or used for prohibited purposes; and
11. That the expenses charged against this grant may not be incurred prior to the effective date of the grant or subsequent to the termination date unless specifically authorized by the Rochester Area Foundation.

Additional Reports Required: Full financial accounting of these grant funds and narrative reports on the grant-supported project are required as a condition of this grant. The organization agrees to submit a final report by May 1, 2019 or within sixty (60) days of the completion of the project, provided notice is given of delay, including a complete financial statement showing all funds received and expended for the project covered by the grant and a narrative report on the project and its results as related to the goals and objectives identified in your grant application.

Public Announcements:


Please send via e-mail a high resolution logo for our website to jane@rochesterarea.org

Recommendations: All public announcements, news features, publications or information concerning the project supported by the Rochester Area Foundation funding should indicate its participation in the project funding. Copies of such announcements should be sent to the Foundation for its records.

Limit of Commitment: Unless otherwise stipulated in writing, this grant is made with the understanding that the Rochester Area Foundation has no obligation to provide other or additional support to the organization.

This grant is subject to the organization's performance of the conditions as outlined above. If you wish to accept the grant, please sign and return your acceptance on the enclosed copy (see below) before April 20, 2018. If you have any questions, please contact me at 507-424-2417 or jane@rochesterarea.org

Sincerely,


Jane L. Angelone
Grants Administrator

Randy's April 2018 Board Report

Thank you To Tom Hilgren for his 25 years of outstanding service as a social studies and an educational leader.

Thank you to Angie Wiegmann for her 5 years of service at CHS as the Middle School English Teacher.

Reviewed the posting for a Social Studies & STEM teacher.

Currently doing our MCA testing. Started last week and into this week and hopefully finished up next week.

Spring sports games and events have been continued to be delayed. We are probably going to have a very active first three weeks in May.

Fillmore County Media Safety Presentation to 9-12 Graders on Cyber Bullying Sexting just general safety tips.

Congratulations to Isaac Rain for making the Regional History Day finalist and will be moving on to State.

Chatfield Fire Department has requested that no one park between the west end of the school and the pool at any time.

Great Senior Class Trip. There was 36 seniors that took part. Behind the scenes at Animal Kingdom. They did some nice updating and expanding to their program. No sitting time all interactive time.

Prom is next weekend. Starting Monday afternoon the gym will be closed down.

Post Prom Committee chair will be meeting with the 11th and 12th graders tomorrow at lunch time.

FFA is having their blood drive on Wednesday from 9 AM to 3 PM in the Multipurpose room. This is open to the public and all you need to do is to show up between those times. You must use the front door, however, and someone will direct you to the proper location. Students need to have parent permission and Ms Fritz can assist you with this process.

Last Thursday we had our state wide tornado drill. We also had a lockdown drill with a fire alarm.

April 2018

Updated Apr 16, 2018

 APR AGENDA.docx
84.0 KB

May Meeting Change

(Senior Dinner on Monday plus SB subsection)

Tuesday, May 22 at 6 pm.

Tom Hilgren

Started in 1993

25 years

*Bex McBrian
24 yrs*

Angie Wiegmann (JH)

Resigning. Getting married and relocating the cities.

Tiffany Wilke (K)

Resigning. Moving closer to significant other (Iowa).

Construction Update

Kitchen/commons is progressing well. A bit ahead of schedule at this point. Demolition to start in media center area on April 16. You will start to see work on the exterior in the next couple weeks. Overall, the project remains on time and on budget at this time.

Baseball Facility

Maintenance project underway. Siding, roofing, doors, repairs. District maintenance funds are supporting this not the HS facility project.

Shed Sale

6 bids. High bid went to Larry Predmore for \$6,650.50.

Principal Contract (New Business)

For approval: total package increase 5.95% over 2 years. This is comparable to a highly compensated teacher. Salary increase only, no other benefit changes. By comparison, the CEA total package increase was 6.48% over 2 years for salaries and benefits.

Budget Review FY18 (New Business)

Below is a budget commentary recently shared with elementary staff. I discussed this at a staff meeting and again at a subsequent site team meeting. This discussion originated from questions about class sizes and adding staff. Note: According to the most recent budget update, the FY18 fund balance should be at or a bit above 2.4M (as opposed to 2.62M). However, that does not change the fundamentals of the discussion.

<https://docs.google.com/document/d/1vJ7THr2RaPbxNO1tzAytwJki2kkJJBmKfgVMlf6tgJc/edit?usp=sharing>

Karyl has updated the budget for the year. The projection is for a \$200,000 deficit expenditure. However, there will likely be some under expenditures in a few accounts when the fiscal year ends. That, along with some expense recoding will likely reduce the \$200,000 deficit to around \$100,000 in the general fund. We were projecting that number to be about \$170,000 last fall after the first budget revision. Here is what the fund balance projection looks like going forward without any cost containment measures. Obviously, this should be concerning.

2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
\$2,524,904	\$2,446,353	\$2,301,291	\$2,218,334	\$1,943,355	\$1,614,232	\$1,175,206

However, as we develop next year's budget, I will be setting up a meeting with the facilities and finance committee to go over this in greater detail and to lay out what I am anticipating as possible cost savings options that could continue to provide relative stability in the near future as long as we are very careful about making any significant and ongoing general fund cost increases that are not already accounted for in the financial projection model. Here is the fund balance projection with some doable cost saving measures.

2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
\$2,524,904	\$2,496,353	\$2,419,140	\$2,517,183	\$2,463,204	\$2,355,081	\$2,137,055

As you can see, some relative stability is realistic if we are mindful about added costs going forward.

1st Reading of District Policies

619 Staff Development for Standards



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Updated terminology. No material changes.

623 Mandatory Summer School Instruction



623_17red.pdf
25.2 KB

Updated definition. No material changes.

2nd Reading of District Policies

521 Student Disability Nondiscrimination



521.pdf
15.2 KB

Updates name of 504 Coordinator to LuAnn Klevan.

615 Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans and LEP Students



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21.9 KB

No material changes. Update to a legal reference.