

APPROVED AUG 07 2019

OFFICIAL MINUTES

Chatfield Public Schools
Special School Board Meeting

Pursuant to due call and notice thereof, the special meeting of the School Board of Independent School District No. 227, Olmsted, Fillmore and Winona Counties was held on Wednesday, July 31, 2019. The meeting was called to order at 6:00 p.m. in the High School Teacher Work Room.

Roll call was taken with these members present: Jeffers, Isensee, Backer, McMahon, Tuohy
Others Present: Ed Harris, Randy Paulson, Shane McBroom, Sue Peterson (School Perceptions)

Discussion

The Board met to review the recent community survey, principal/teacher evaluation processes, and monthly Board meeting/committee meeting recommendations.

Sue Peterson presented her summary of the survey results. While there is some support for an election this November for additional revenue a larger percentage of respondents indicated that they would like to see further budget cuts as opposed to a \$375 or \$475 per pupil funding increase via an election this coming fall. In light of the community response to the survey, the Board will be exploring the viability of a plan that includes further budget reductions as well as an operating levy this fall requesting a per pupil funding increase of something less than \$375.

Superintendent Harris then presented the principal evaluation model that is currently in place followed by Principal Paulson's presentation of the current teacher evaluation system. Discussion and clarifications followed related to development vs corrective practices.

Superintendent Harris presented the Board with some recommendations regarding Board meeting and committee meeting frequency. This was a follow up to the June 13 Board retreat/self-evaluation. After some discussion, the Board decided to implement the committee meeting schedule as presented, but to not schedule secondary monthly meetings.

Adjournment

Meeting adjourned at 8:45 pm.

/s/  _____

Scott Backer, Clerk

Ed's July 31 Report

School Perceptions Community Survey

Results Review and Recommendation: Sue Peterson (School Perceptions)

Next steps?

Press release for Gopher Gazette. Chatty News, email to staff and parents?

Principal/Teacher Evaluation Process

Ed - Demo principal evaluation

Marzano School Leader Evaluation Model (v2)

<https://www.effectiveeducators.com/form/preview/5091c1bae4b097b057f8b19c>

Sample Principal Evaluation

[Sample Prin Eval](#)

Randy - Demo teacher evaluation

School Board Meetings and Committees (Ed's Recommendation)

After conferring with Gail at MSBA, I am offering what I think may be a good "next step" recommendation to the Board in light of recent conversations about the need for more routine and timely occasions for Board/Committee work.

Monthly Meetings

In addition to the current regular meeting on the 1st Wednesday of every month, schedule monthly special meetings as well (maybe every 3rd Wednesday) through December of this year. The primary purpose of these would be to study/discuss/plan Board work and direct/monitor any committee activity that the Board feels is necessary. Action can be taken on items if need be but those items must be on the posted agenda 72 hours beforehand. No "late adds" (open meeting law).

At the organizational meeting in January, designate the 1st and 3rd Wednesday of each month as *Regular Meetings* (unless otherwise indicated). The advantage here is that you gain the ability to "late add" items to the 3rd Wednesday agenda. as it is no longer a "special meeting". This arrangement gives you more flexibility. The 1st Wednesday should remain the primary business meeting. The 3rd is more of a work session as described above with the added ability to take action if needed.

Suggested next "special meeting": August 21 (7:00)

Suggested agenda:

1. Last chance for November referendum resolution. Deadline is August 23.
2. Evaluate outcomes 1, 3, 4, 5 from the June 13 school board retreat/self evaluation. Items 2, 6. and 7 have been or are in the process of being addressed. <https://www.evernote.com/l/AQn9qhcPHsFFqbeeCGsPi493Xqf7pEFxHhA/>

NOTE: As Board work normalizes, the Board can choose to cancel a "3rd Wednesday" meeting if it feels it unnecessary in any given month. That is why there are no committee meetings scheduled on those nights. This is in an effort to facilitate more productive board meeting structures and minimize the number of evenings that people have to commit to meetings.

Committees

I would recommend the following as a starting point conversation to normalize committees at a more functional, yet reasonable level. Committees can add meetings or cancel as they see fit depending on the workflow and situation at the time. I just thought that a reserved annual schedule would be a good place to start.

Standing Committees

Meet and Confer: 1st Wednesday of November, February, May at 5:30 pm (already confirmed). Same nights as the regular meetings.

Facilities and Finance: 1st Wednesday of October, January, April (6:00 pm)

Activities: 1st Wednesday in August, December, June (6:00 pm)

School Safety: There are many staff on this committee. It would be most effective if these meetings were scheduled during the day if SB members were available (Amy, Katie, Scott). I would recommend that this committee meet twice per year. Once in the fall and once in the spring.

Supt Eval: 1st Wednesday in July (6:00 pm) - or whatever alt date is chosen for that month due to the 4th conflict with most people.

Ad Hoc Committees

Community Education

Continuing Education

Transportation

Employee Contracts

Joint Powers

HVED

Legislative Liaison

Here is what the 2019-2020 school board meeting and school board committee meeting schedule could look like if developed as described above.

School Board Meeting and Committee Schedule 2019 - 2020