

OFFICIAL MINUTES

Chatfield Public Schools School Board ISD #227

Regular Board Meeting

Date | time 7/8/2020 7:00 PM | Meeting called to order by Board Chair Amy Jeffers

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 Wednesday July 8, 2020 via videoconference due to current social distancing and "Stay At Home" guidelines. Superintendent Ed Harris is present in his office and initiated the meeting.

Roll call was taken with these members present: Jeffers, Isensee, Backer, Priebe, McMahon & Lowrey. Superintendent Harris, Business Manager O'Connor, Administrative Assistant Lowrey, and District Patrons Claire Bartels, Joel Viss, Jennifer Allen, Sarah Volker and Lynda Karver were also in attendance. All present said the Pledge of Allegiance.

Approval of Agenda

Backer/Priebe motion to approve the agenda with these additions:

ADD:

8. Consent Items

- g. Approve 06/23/2020 Special Meeting Minutes
- h. Approve Dan Narveson/9th Grade Volleyball Coach
- i. Designate Official Newspaper: Chatfield News

Motion carried 6-0

Isensee/Lowrey motion to approve the agenda with these removals:

REMOVE:

11. Action Items

- c. Approve Hanover Insurance Group (property & liability insurance)

Motion carried 6-0

Approval of Claims & Accounts

Priebe/Lowrey motion to approve Claims and Accounts. Motion carried 6-0

District Patron Time

Claire Bartels, Joel Viss, Jennifer Allen, Sarah Volker & Lynda Karver: each spoke their opinion as to why the board should review their vote regarding the non-renewal of Travis Bartel's Head Wrestling Coach contract; that he be added to tonight's agenda and reinstated as said coach.

Reports

Lanny Isensee – Activities Committee: Used this time to express to his reason for how he voted on the June 3 Head Wrestling Coach agenda item.

Lowrey/Jeffers – Community Education Committee: both thanked and applauded Luann Klevan & her staff for their efforts in keeping the program running during Covid19 and all the cancellations they have needed to deal with. Both support putting an ad of some sort in the newspaper that would help to draw in some younger families to the program/committee.

Shane McBroom – Elementary Principal: absent this evening due to a conflict. A complete copy of his report is attached.

Randy Paulson – High School Principal: is on vacation this week. He had nothing to report that couldn't wait until next month.

Ed Harris - Superintendent: Switching property and liability insurance companies will save us \$17,500 this year. We have been asked to look at three different plans for starting up school in the fall. COVID 19 relief funds from the State of MN amount to about \$70,000. The first use of that money will be to upgrade to full sized iPads in grades K-2; saving the rest of the funds until we have a better understanding the situation this coming fall. He thanked the Pioneer Presbyterian Church for donating funds to help graduating seniors struggling to pay their outstanding lunch balances. He closed with asking the board table the LTFM plan until July 29. A complete copy of his report is attached.

Approval of Consent Items

Isensee/McMahon motion to approve the Consent Items:

- a. Approve 06/03/2020 Meeting Minutes
- b. Approve HVED Agreement to Purchase Education Services for SY 2020-2021
- c. Approve Employee Activity Passes for SY 2020-2021
- d. Approve moving the rest of our 2020 monthly meetings from the first Wednesday of each month to the second Wednesday of each month starting in August 2020 with the following exception:
 - i. Wed Nov 11 is Veterans Day – set meeting date for Tue Nov 10
- e. Approve the following resignations:
 - i. Kiya Virgin/SADD Co-Advisor
 - ii. Rianna Cooper/7th Grade Girls Basketball Coach
 - iii. Rachel Schieffelbein/One Act Play
- f. Approve the following job postings:
 - i. SADD Co-Advisor
 - ii. Jr High Girls Basketball Coaches
 - iii. One Act Play Advisor
- g. Approve 06/23/2020 Special Meeting Minutes
- h. Approve Dan Narveson/9th Grade Volleyball Coach
- i. Designate Official Newspaper: Chatfield News

Motion carried 6-0

Annual Reading of District Policies

McMahon/Lowrey motion to approve the following policies:

- a. 410 Family and Medical Leave Policy
- b. 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- c. 415 Mandated Reporting of Maltreatment of Vulnerable Adults
- d. 524 Internet Acceptable Use & Safety Policy
- e. 616 School District System Accountability
- f. 806 Crisis Management Policy

Motion carried 6-0

1st Reading of District Policies

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

- a. 623 Mandatory Summer School Instruction
 - b. 703 Annual Audit
 - c. 720 Vending Machines
 - d. 721 Uniform Grant Guidance
 - e. 802 Obsolete Equipment
-

Action Items

- a. Board member Rick Lowrey introduced the following resolution:

RESOLUTION ACCEPTING DONATIONS

The motion for adoption of the foregoing resolution was motioned for approval by board members Scott Backer and Rick Lowrey and upon vote being taken thereon, the following voted in favor thereof: Jeffers, Isensee, Backer, Priebe, McMahon and Lowrey.

The following members voted against: none

Whereupon said resolution was declared duly passed and adopted. Motion carried 6-0

A complete copy of the resolution is attached.

- b. Isensee/Lowrey motion to approve the Long-Term Facilities Management Plan. McMahon/Backer amend the motion to table this approval until July 29 per Mr. Harris' recommendation. Motion to table this item carried 6-0
-

Adjournment

Lowrey/Isensee motion to adjourn at 7:44pm. Chair Jeffers thanked the District Patrons for their attendance and comments. The support shown for Coach Bartels is a positive thing. She is confident our community will remain strong as we move forward. Motion carried 6-0

Respectfully submitted,

/s/ 

Scott Backer, Clerk

Chatfield Schools – School Board Meeting
July 8, 2020

DISTRICT PATRON TIME

1. Claire Bartels (clairejconway@gmail.com) (507-273-8390)
2. Joel Viss (joelviss2@gmail.com) (507-272-2727)
3. Jennifer Allen (Allen.Jennifer2@mayo.edu) (507-951-6279)
4. Sarah Volker (sarahvolker4@gmail.com) (507-202-9840)
5. Lynda Karver (ljkarver2@aol.com) (507-421-7322)
6. _____
7. _____
8. _____
9. _____
10. _____

Superintendent Report – 07/08/2020

Property/Liability Insurance

Our property/liability insurance agency, North Risk Partners (NRP) informed me earlier this month that our current underwriter (EMC) is planning pretty significant rate hikes for its school accounts (10-15%). This would include us. NRP partners also writes policies for schools using Hanover Insurance Group (HIG). They underwrite about 40 schools in MN including Bryon (since 2008). NRP recommended that we look at switching to HIG. I had a ZOOM meeting with our agent today and went through details. The difference in premium between EMC and HIG is about \$17,500 for next year. This is not due to lesser coverage.

EMC (2020-2021) \$96,500

Hanover (2020-2021) \$79,000

While this doesn't require Board action, I felt it appropriate to let you know that I am going to authorize our agent to switch underwriters so we are not gapped in coverage for a week.

School Start Up

The Minnesota Department of Education has put schools on notice that there may be one of three learning plans deployed this fall depending on what is happening with COVID 19. We will get this direction on July 27. In the meantime, we will be setting up a planning team to start preliminary discussions.

1. In-person learning for all students (relatively normal with precautions).
2. Hybrid learning (in-person/distance learning) with strict social distancing and building capacity limits.
3. Distance learning only (continuation of last spring's model)

MN COVID 19 Funds

COVID 19 relief funds from the State of MN amount to about \$70,000. The first use of that money will be to upgrade to full sized iPads in grades K-2. Specifically, we will be retiring the use of mini iPads at those grade levels. The rest of the funds will be held in reserve until we better understand the situation this coming fall.

School Board Summer Goal Planning/Self Eval

This has been rescheduled to July 29. It will be similar in nature to last year's event where there was discussion of Board operations and district level goals. Further information will be forthcoming.

August SB Meeting/Supt Eval

Amy is on vacation the week of the 10th. Move the meeting/eval date to August 5.

Pioneer Presbyterian Church

Thank you! \$1795.69 donation to assist graduating seniors who may be struggling with lunch account debt.

CONSENT ITEMS

Annual HVED Agreement

This is the annual renewal for SPED services.

ANNUAL READINGS OF DISTRICT POLICIES

- a. 410 Family and Medical Leave Policy
No changes.
- b. 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
No changes.
- c. 415 Mandated Reporting of Maltreatment of Vulnerable Adults
No changes.
- d. 524 Internet Acceptable Use and Safety Policy
Refines definition of social networks.
- e. 616 School District System Accountability
No changes.
- f. 806 Crisis Management Policy
No changes.

1ST READING OF DISTRICT POLICIES

- a. 623 Mandatory Summer School Instruction
No changes.
- b. 703 Annual Audit
Changed audit guide title. No material changes.
- c. 720 Vending Machines
Grammatical changes. No material changes.
- d. 721 Uniform Grant Guidance
Increased values under Section II Item E (Procurement Methods). No material changes.
- e. 802 Obsolete Equipment
Expanded definition of "computer". Includes provisions for sale of obsolete/surplus computers to students.

ACTION ITEMS

11 a. Acknowledge Donations/Grants for FY20

This an annual, required Board action.

RESOLUTION to be read... ATTACHMENT (donation list) referenced in the RESOLUTION

11 b. Long Term Facilities Management Plan

This is an annual submission required by MDE. It maps out estimated revenues and expenditures for allowable LTFM items over the course of 10 years. This plan is nearly identical to last year's submission other than the exp/rev schedule being extended another year. **UPDATE: I have unresolved questions on the plan as of this afternoon. I recommend tabling it until the special meeting on July 29.**

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: "The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education."; and

WHEREAS, Minnesota Statutes 465.03 provides: "Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full."; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Chatfield, ISD #227, gratefully accepts the following donations as identified in the attachment:

BY ORDER OF THE SCHOOL BOARD

/S/ 

Clerk
July 8, 2020

/S/ 

Chair
July 8, 2020

DATE	FROM	AMOUNT REC.	FOR
7/1/2019	Dave Dreck	\$ 250.00	student planners
7/5/2019	Root River State Bank	\$ 500.00	student planners
8/15/2019	Chatfield Youth Sports	\$ 3,650.00	football equipment
8/19/2019	Chatfield Firefighters Association	\$ 800.00	pocketwatch team banners
7/1/2019	KIKMT TV	\$ 145.00	ALP supplies
10/4/2019	Ellen House	\$ 500.00	Car
11/9/2019	VFW Auxiliary	\$ 125	Partisim through literacy
11/18/2019	Chatfield Booster club	\$ 567.76	Bus to the Science Museum
12/13/2019	Western Boys Stampede	\$ 436.17	State Bus - Cross County
12/10/2019	Mightycause	\$ 45.00	History Museum & Art trip to Cats
12/16/2019	Chatfield Booster Club	\$ 784.00	History Museum & Art trip to Cats
1/29/2020	Chosen Valley Com. Foundation	\$ 500.00	Drama club lock in
1/31/2020	Jeremy & Kasia Scheel	\$ 200.00	Lunch donation
2/10/2020	Alfred & Lene Hanson	\$ 200.00	Lunch donation
2/24/2020	Peoples Coop	\$ 1,000.00	operation Round up
2/28/2020	Chosen Valley Com. Foundation	\$ 425.00	Drum Money - Elra
6/18/2020	F&M Bank mfn grant	\$ 2,142.31	Mhnt grant
11/26/2019	Root River State Bank	\$ 2,142.32	Mhnt grant
11/26/2019	Fireballs	\$ 200.00	banner
11/26/2019	Wrestling booster club	\$ 200.00	banner
11/26/2019	Molly Lake	\$ 150.00	banner
TOTALS		\$ 14,967.56	

DATE	FROM	AMOUNT	FOR
	Threedy/hsirt sales	\$ 244.86	Volleyball
	Milkmare on 1st Street	\$ 750.00	Service Club
	Class of 1994	\$ 250.00	Drama Club
	anonymous	\$ 300.00	Elem Student Council
	Youth Football	\$ 500.00	Softball
	A Hanson Jr Memorial	\$ 200.00	FFA General
	Scott Backler	\$ 850.00	Football
	E. Mike Tuohy	\$ 800.00	FFA Bees & Honey
TOTAL		\$ 3,894.86	

FFA DONATIONS TOTAL \$ 2,493.29

DATE	FROM & GOODS DONATED	VALUE
8/29/2019	Shimpo RC-10 Basic Potter's wheel YR 1999 MFG No 60233393	\$900
8/29/2019	Michelle & Jennifer Dieler	\$ 20.00
8/29/2019	The Original Pottery Tool Kit-PTK (8PC set)	
8/29/2019	Jennifer Dieler	\$ 35.00
8/29/2019	Large Work Table	
10/7/2019	2 sets Kemper Millt Ribbon set for Clay	\$ 35.98
5/12/2020	1pk of 20 sheets Spectrum stained glass	\$ 51.99
5/12/2020	Shelving System for the storage sheds	\$ 1,000.00
12/20/2019	Scientific Calculator	\$ 130.00
	Charles and Bonita Potter	
GOODS TOTAL		\$2114

GOODS DONATED

FROM & GOODS DONATED

VALUE

FOR

Lorri Lowrey

From: Randy Paulson
Sent: Monday, July 06, 2020 7:15 AM
To: Ed Harris; Randy Paulson; Shane McBroom; Katie Priebe; Lanny Isensee; Matt McMahon; Rick Lowrey; Scott Backer; Amy Jeffers
Cc: Lorri Lowrey
Subject: July Board Report

Good morning,

I hope that everyone has been enjoying their summer the best that they can under the current situation. Janelle and I were supposed to start our Alaskan Cruise today leaving Seattle, Washington. How things have changed...

I do not have anything to report for the July meeting that cannot wait till the August Board meeting. Also, the high school office is closed this week and I am off this week and will not be attending the board meeting on Wednesday.

Please let me know if you have any questions.

Thank you.

Randy Paulson

High School Principal.

CHATFIELD ELEMENTARY REPORT TO THE SCHOOL BOARD

July 8, 2020



Chatfield
public schools

Camp Invention

Camp invention is slated for August 3-7th. The dates are pushed back due to Covid-19.

Summer School

We have continued Distance Learning for our students needing summer school programming.

America's Farmers Grow Rural Education Grant Update

In May we submitted a grant to support a new interactive program to help with Kindergarten curriculum. The grant is for \$15,000 and would provide for the software program, teacher laptops, and new iPads for the classroom (20 total). We received notice that we are a finalist and will find out the first part of August if we are selected as recipients.

Thank you,

Shane McBroom

AGREEMENT TO PURCHASE EDUCATION SERVICES by
Chatfield School District #227

This Agreement is entered into this 8th day of July, 2020 by and between the School Board of Independent School District No. 227, Chatfield School District, Chatfield, Minnesota, a public school corporation of the State of Minnesota, hereinafter known as "School District", and the Hiawatha Valley Education District, hereinafter known as "HVED".

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement, the School District and HVED agree as follows:

Section 1. Purpose: The purpose of the Agreement is to enter into a contract for services between the School District and HVED for any services not defined as Basic Services. This notice also serves as notification of the amount of revenue to be billed to the Member District for Services provided to Member Districts of HVED.

Section 2. Purchase of Services:

Subsection 1. Services Available for Purchase: HVED provides direct mandated services or assists School District staff in providing mandated services to the School District's special education students. HVED provides the Total Special Education System Plan for all members. To complement members' teaching services, psychological services, occupational therapy, physical therapy, other health impaired, special education coordinator, and technical assistance in these areas is available. These services are labeled "Basic Services". Members may contract for additional student or administrative services individually.

Subsection 2. Employment of Qualified Staff: HVED will employ appropriately qualified and licensed staff to provide the services purchased under this Agreement. HVED will be deemed to be the employer of the staff for all purposes, including, but not limited to hiring, evaluation, termination and placement on layoff or unrequested leave of absence. Staff will be compensated pursuant to applicable HVED collective bargaining agreements and policies. The employees will meet the job requirements and functions as agreed by a majority of member districts and described in job descriptions.

Subsection 3. Program Location: HVED will provide the space for the programs and positions and will receive reimbursement for all costs specified in the budget.

Subsection 4. Administrative Support: HVED will provide supervision, office space, payroll, in-service, and other administrative support for these positions. HVED agrees to maintain appropriate records, statistical documentation, and employment records to meet employer obligations.

Subsection 5. Administrative Services: HVED will provide administrative services including state reports, conducting interagency meetings, and providing payment for services contracted from other entities.

Subsection 6. Services Purchased: The School District will purchase Basic Services from HVED. Service time provided to this district will be approximately equivalent to the 2018-2019 School District Pupil Units as reported by the Minnesota Department of Education.

Section 3. Payment for Services: For the 2020-2021 school year, the School District will pay \$182,167.13. This amount will provide payment for wages and benefits for employed special education personnel, for Third Party Billing services, and overhead expenses not covered by indirect cost. This amount also covers any additional services requested by the School District based on its individual need. Adjustments will be made at the end of the year to accommodate changes in salary or personnel, as well as fees to cover extended school year costs.

Services will be purchased as a total package. Payment for the services will be made in monthly installments. Fees for subsequent school years will be determined at a later date.

In addition to the above charges, HVED will receive, from the State Department, state aid adjustments to cover the excess costs of any student placed in an HVED program, e.g. Behavior, Early Childhood Special Education, and Area Learning Centers. Any adjustments due member districts determined after MDE has noted payments to HVED will be returned to each member district in a timely manner, determined by the Superintendents' Advisory Council.

Section 4. Duty to Cooperate: HVED and the School District agree to cooperate to maximize the effectiveness and ensure that satisfactory services are provided to students. Advisory Councils, including principals and superintendents from each of the member districts, will meet regularly to review the services and suggest changes and improvement to the HVED Board.

Section 5. Dispute Resolution: In the event the School District does not agree with the cost of services submitted by HVED for 2020-2021 and subsequent school years, the matter shall be reviewed at a joint meeting of the HVED and School District Administrators appointed by each School Board. If the matter is not resolved at such a joint meeting, the matter shall then be submitted to a neutral arbitrator selected by mutual consent of the School Boards. In the event the boards are unable to agree within 15 days after the request of one of the districts for an arbitrator, an arbitrator will be selected by alternately striking names from a list of seven names to be requested from the Public Employment Relations Board's arbitration list. A toss of the coin shall determine the order in which the Boards exercise their right to strike names from said list. Such arbitrator, unless agreed to by the Boards, shall not be a resident or voter of either district. The decision of the arbitrator shall be final.

Section 6. Duration and Termination of Agreement:

Subsection 1. Duration: This Agreement will be effective for an initial period from July 1, 2020 through June 30, 2021 for any service that is not defined as a Basic Service. This Agreement may not be terminated for any reason prior to the expiration of the initial term without the approval of the HVED Board and the School District Board, as evidenced by the passage of an appropriate resolution in accordance with any and all state statutes that govern Education Districts in the state of Minnesota.

Subsection 2: If any member district or agency contracting or subcontracting for services **other than those defined as basic services** wishes to discontinue such contract or subcontract, it may do so if written notice is received at HVED by March 1 of the current fiscal year. Such contract or subcontract termination shall become effective on June 30 of that fiscal year in which written notice is received.

Section 7. Amendments: No amendments shall be made to this Agreement except in writing signed by the Chair and Executive Director of the HVED and the School District's Chair and Superintendent, and approved by the respective Boards.

THEREFORE, this Agreement was entered into on the date indicated above.

HIAWATHA VALLEY EDUCATION DISTRICT


Chairperson

Executive Director

INDEPENDENT SCHOOL DISTRICT #227



Chairperson



Superintendent

