

# OFFICIAL MINUTES

Chatfield Public Schools School Board ISD #227

Regular Board Meeting

Date / time 3/10/2021 7:00 PM | Meeting called to order by Board Chair Lanny Isensee

## 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 December 9, 2020.

Roll call was taken with these members present in-person: Isensee, Priebe, Thompson; and these members via video conference: McMahon, Harstad, Keefe. All present said the Pledge of Allegiance.

To view this meeting online: [CCTV- Chatfield Public Schools \(chatfieldschools.com\)](https://www.chatfieldschools.com/CCTV-ChatfieldPublicSchools)

## Approval of Agenda

Priebe/Thompson motion to approve the agenda with these additions & removals:

### ADD:

#### 8. Consent Items

- e. Approve these new job postings:
  - iii. High School English Teacher
  - iv. Long-term Kindergarten Sub
  - v. Knowledge Bowl Coach
  - vi. Senior Class Co-Advisor (internal only)
  - vii. MN Honor Society Advisor (internal only)
- f. Approve these retirements:
  - ii. Janet Bren
- g. Approve Maternity Leave/Kaitlin Dunlay
- h. Approve New Hire Adam Hurley/Spring Weight Room Coach

#### 9. 1st Reading of District Policies (review only/no changes)

- d. 534 Unpaid Meal Charges

### REMOVE:

#### 7. Reports

- d. Activities Director

Motion carried 6-0

APPROVED APR 14 2021

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## Approval of Claims & Accounts

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Harstad presented claims & accounts and recommended their approval as presented. Priebe/Thompson motioned their approval. Motion carried 6-0

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## Reports

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**Matt McMahon – Distance Learning vs In-Person Learning:** took this time to voice his concerns of parents withdrawing their students from in-person learning to distance learning at will. This is hard on the students and staff to continue to learn and teach with non-consistency. He is hopeful that coaches are not encouraging student/athletes to go DL as they are students first. The board and the administration agree with him.

**Luann Klevan – Community Ed Director:** Things are progressing as well as can be. She focused on budgets for Preschool and Valleyland this evening. Due to COVID19 funding is down. She is looking for board assistance in closing the pay gap between her staff and the K-12 staff as well as increasing tuition. There is also a need to raise Valleyland fees. Mr. Harris asked her to come up with some numbers to present to the Facilities & Finance Committee. A complete copy of her report is attached.

**Shane McBroom – Elementary Principal:** Parent/Teacher Conferences were once again held by Zoom. The 6<sup>th</sup> Grade DARE program is going well. PLC Teams are working on goals created to finish the school year. Kindergarten registrations have been or will be soon mailed out. The Kindergarten staff have been brainstorming ideas for a fall Kindergarten Roundup. A complete copy of his report is attached.

**Randy Paulson – High School Principal:** Explained the Achievement & Integration Budget plan. Congratulated our student athletes and their recent milestone achievements. The HS master schedule will have some adjustments to better meet scheduling needs of both our staff and students. He is also currently looking at increasing our vocational program and special education instruction funding. A complete copy of his report is attached.

**Ed Harris - Superintendent:** Is grateful to have all the kids back in both buildings 5 days a week. Explained that there is a shortened quarantine recommendation so long as all the protocols are followed. He will meet with the HS Principal hiring committee soon to narrow down the number of applicants for interviews. The board met with Sue Peterson/School Perceptions prior to this meeting to discuss a summer survey regarding a levy renewal. He recommended the board approve Josh Broadwater to continue handling our district lawn mowing needs and to approve the MOU on tonight's agenda. A complete copy of his report is attached.

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## Approval of Consent Items

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Priebe/Thompson motion to approve the Consent Items.

- a. Approve the following Meeting Minutes
  - i. February 10, 2021 Monthly Meeting
  - ii. February 16, 2021 Special Meeting
- b. Approve Fall 2021 Varsity Coaches
  - i. Volleyball: Molly Thomas
  - ii. Cross Country: Jayna Harstad
  - iii. Football: Jeff Johnson
- c. Approve field trips:

- i. 9<sup>th</sup> Grade Washington DC: June 23-30
  - ii. 8<sup>th</sup> Grade Washington DC: June 12-19
  - iii. 5<sup>th</sup> Grade Eagle Bluff: April 29-30
  - iv. 6<sup>th</sup> Grade Eagle Bluff: May 10-11
- d. Approve: New hire Dawn Lubahn/HS Para
- e. Approve these job postings:
  - i. Elementary Paraprofessional
  - ii. Early Childhood Special Education Teacher
  - iii. High School English Teacher
  - iv. Long-term Kindergarten Sub
  - v. Knowledge Bowl Coach
  - vi. Senior Class Co-Advisor (internal only)
  - vii. MN Honor Society Advisor (internal only)
- f. Approve these retirements:
  - i. Linda Zeccardi
  - ii. Janet Bren
- g. Approve Maternity Leave/Kaitlin Dunlay
- h. Approve New Hire Adam Hurley/Spring Weight Room Coach

Discussion circled around to thanking both Mrs. Bren & Mrs. Zeccardi for their years of service. They will both be missed and have left big shoes to fill. Motion carried 6-0

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## 1st Reading of District Policies

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Chair Isensee noted that the following district policies are before the board for their first reading. The board should refer any questions to Mr. Harris.

- a. 605 Alternative Programs
- b. 606 Textbooks & Instructional Materials
- c. 610 Field Trips
- d. 534 Unpaid Meal Charges

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## 2nd Reading of District Policies

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Priebe/Harstad motion to approve the following policies:

- a. 503 Student Attendance
- b. 526 Hazing Prohibition
- c. 527 Student Use & Parking of Motor Vehicles; Patrols, Inspections, & Searches
  - i. 527FRM Student Parking Permit
- d. 529 Staff Notification of Violent Behavior by Students

Motion carried 6-0

All district policies can be found at: [Forms & Policies - Chatfield Public Schools \(chatfieldschools.com\)](https://www.chatfieldschools.com/forms-policies)

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## Action Items

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- a. McMahon/Thompson motion to approve Josh Broadwater for the 2021, 2022 Lawn Mowing Contract. Motion carried 6-0
- b. Keefe/Priebe motion to approve FY 2022 Achievement & Integration Budget.  
Motion carried 6-0

- c. Priebe/Harstad motion to approve the MOU-Compensation of Coaches & Advisors 2020-2021.  
Motion carried 6-0

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## Adjournment

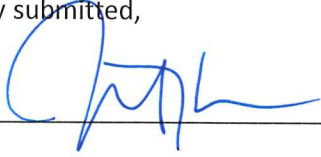
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Thompson/Priebe motion to adjourn at 7:45pm. Motion carried 6-0

Respectfully submitted,

/s/

Board Clerk

A handwritten signature in blue ink, appearing to be 'AMH', is written over a horizontal line.



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*Superintendent's Report 03/10/2021*

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<https://www.evernote.com/shard/s265/sh/6bf02df2-97f1-d1e2-1030-1dad89bc2391/c5e76ca49695a9711aabc92c8691d90b>

## **Superintendent Report**

### Learning Models/COVID 19

The switch to full in person K-12 has gone very well. It is so nice to have all of our kids together!

We did experience a large quarantine of students and 2 coaches at the high school this week. 2 positive cases, 32 quarantines. After much discussion I authorized the use of the abbreviated quarantines as long as protocols are strictly followed. Most schools in the our area use this as well.

2nd doses for staff will be complete by March 12.

### High School Principal Search Process

The posting closed last Friday. We have 17 applications on file. Those who wish to be considered for an interview must now submit a 1 minutes video to the selection committee. The committee will meet on March 17 to determine the interview pool. Interviews are scheduled for March 24 and 25.

### Community Survey

The School Board will meet remotely with Sue Peterson from School Perceptions at 6:15 pm on March 10 to talk about a summer community survey that will provide information on and gauge the support for an operating levy renewal this coming November. The operating levy that was passed in 2015 is expiring. The revenue from this levy plays a crucial role in the stability of our general budget. Renewing it will not increase taxes.

## **1st Reading of District Policies**

### 605 Alternative Programs

No changes.

### 606 Textbooks and Instructional Materials

No changes.

### 610 Field Trips

No changes.

### 534 Unpaid Meal Charges

Includes prohibition of taking a meal away from a student with an overdrawn lunch account.

## **2nd Reading of District Policies**

### 503 Student Attendance

No changes.

### 526 Hazing Prohibition

No changes.

### 527 Student Use and Parking of Motor Vehicles, Patrols, Inspections, Searches

No changes

### 529 Staff Notification of Violent Behavior by Students

No changes.

## **Action Items**

### 2020-2021 Mowing Contract

3 quotes submitted. Josh Broadwater's quote was the lowest. He has been our contractor for the last several years. I recommend the contract be offered to him.

Thank you to Josh Broadwater, Dan Funk, and Greg Ruskell for submitting quotes. (quotes are attached)

### MOU - Compensation of Coaches and Advisors 2020-2021

The CEA voted in favor of this.

### Achievement and Integration Budget

Mr. Paulson will report on this.



## High School Board Report Go Gophers!

### Achievement and Integration Budget



Last year the board approved the Three Year Plan for 2020 to 2023 school years. Every year the board also needs to approve the next fiscal year budget. This year's budget reflects the goals and plans of the three year plan. The budget is focused on closing the gaps with our MCA scores between free and reduced lunch students and our regular lunch students while increasing our performance for all students. Please let me know if you have any questions or need any additional information.

### Reid Johnson: All Time Career High



CONGRATULATIONS to Reid Johnson for breaking the all-time CHS career record and continues to set the record a little higher each game. Reid brings us back in history to 1955 when Bill Harwood set the record which would have been done at the old school currently the Chatfield Center for the Arts.



## Wrestling and Seth Goetzinger

Congratulations to the wrestling coaches and team members on a great performance so far this season. They have the #1 seeding for our section. We are looking forward to a strong finish. Good luck to wrestlers first meet against St. Charles. If we win we will be wrestling either ZM or Goodhue.

A very special congratulations to Seth Goetzinger that has now passed 150 career wins and is getting closer to the top of the list of Chatfield Wrestlers for career wins.



CHATFIELD GOPHER WRESTLING 100 WIN CLUB	
HANK FRIEDRICHS	200
HARVEY FRIEDRICHS	184
JAKE MANDT	173
ALEX HAFFNER	172
CHAD CURRY	149
AJ RILEY	142
DARRIN ALLEN	141
MATT MERRICK	131
JUSTIN BUSS	130
COREY BUENGER	127
JARED GOLDSMITH	122
DERRICK ALLEN	122
JACOB SASS	120
RYAN PRIEBE	117
MARK THOMPSON	109
JACOB BLEESS	109
JASON OEHLKE	107
ERIC KNUTSON	107
JUSTIN VISS	105
RYAN MEEKER	105
JACOB NARVESON	104

## High School (Grades 9-12) Master Schedule

The Master Schedule for the 2021-22 School year will have a small change. The Blocks A, B, and C will look the same as this year, but the Flex Period and Block D will be combined. For most students they will either have a Flex/Study Time or a class period 8 or period 9. If they have a class period 8 they will have a Flex/Study Time period 9 or if they have a Flex/Study Time period 8 they will have a class period 9. Students wanting both band and choir will have choir period 8 and band period 9 without a Flex/Study Time.

This change will:

Make our scheduling of teachers more efficient



Reduce our large number of students in elective class  
Give students more choices of class offering each period  
Reduce the number of scheduling conflicts per student  
Students will get their first and/or second choice of electives to fit their schedule  
This will reduce the total number of electives by one for most of our students

### **Future Adjustments at the High School**

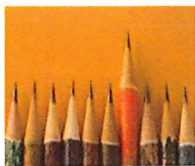
I am going to be looking at a couple of adjustments at the high school that will increase our funding through vocational programs and special education instruction. Currently, we do not have enough FTE to cover both our Social Studies and Economic Finance classes in grades 9-12. This is an area that will need to be resolved prior to us completing the scheduling of students this year for the 2021-22 school year. We also need to look at how we can more efficiently use our special education instruction for both our regular special educational services and our special educational services in our FOCUS ALP program. I will be following up with the board with more specific details.

### **Chatfield Dance Team**



The Chatfield Dance Team finished their season in 6th place at their Section Meet in Lake City! Both JV and Varsity had amazing seasons this year. Both having their strongest season to date. That is really saying something considering all the challenges and changes this season brought. Congratulations to all of our Chatfield dancers and Coaches

on an incredible year!



**Please call or e-mail me if you have any questions.  
Thanks!**

*Randy Paulson* [rpaulson@chatfieldschools.com](mailto:rpaulson@chatfieldschools.com)

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## CHATFIELD ELEMENTARY REPORT TO THE SCHOOL BOARD

March 10, 2021



### Parent Teacher Conferences

February 16 and 18 we held our Parent Teacher Conferences and did so via Zoom. I am interested in finding out how this worked for families. We had a 94.5% attendance rate for our families which is consistent with past data.

### D.A.R.E.

6<sup>th</sup> Graders have started D.A.R.E. and it is going well with our format. Each student in 6<sup>th</sup> grade reports to their lunch table assigned seat maintaining our social distancing. Students are also wearing masks. It is going well and we are in the process of planning out what our graduation will consist of.

### PLC Work

Currently our PLC Teams are putting efforts into goals that have been created to finish out the school year. Most of the work is geared towards the upcoming changes in the Science Standards. The shift of focus to investigation on the student side is different from what we have done in the past in some areas. I want to thank Jodie Daniels, Kirsten Armstrong and Kaitlin Dunlay for their efforts in training our staff on the new standards and delivery.

If you have any questions, please let me know.

Thank you

Shane



## **COMMUNITY EDUCATION BOARD REPORT**

March 10, 2021

Submitted by LuAnn Klevan, Director

### **PRESCHOOL**

- The 4 & 5 Year Old classes returned to the in-person model the week of January 18<sup>th</sup>.
- The 3 & 4 Year Old classes resumed the week of January 25<sup>th</sup>.
- Preschool Conferences for 4 & 5 Year Old classes are March 15<sup>th</sup> & 16<sup>th</sup>.
- Thank you to the local Masons for their contribution of \$1000 to help cover a scholarship for a new student. ELSA funding has already been depleted.
- Preschool 2021-22 registration for current students began March 8<sup>th</sup>.
- Preschool 2021-22 registration for new students begins March 15<sup>th</sup>.
- Based on the recommendation of the CE Advisory Council tuition rates have been increased (see attached).

### **ECFE**

- In-Person parent-child classes begin in April.
- Take-Home project events were successful during distance & hybrid learning.

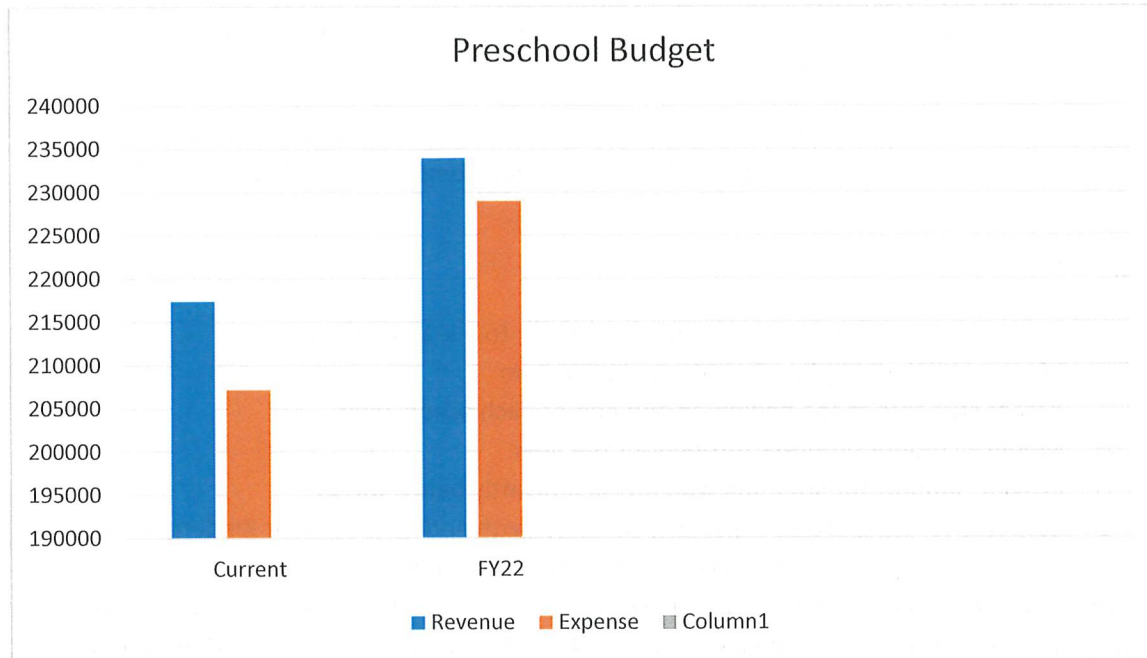
### **VALLEYLAND**

- Summer registration for current families began March 1<sup>st</sup>.
- Summer registration for new families will begin April 1<sup>st</sup>.
- Numbers per classroom for the summer will need to align with the current Covid guidelines.
- Fee structure has been changed for the summer program (see attached)

### **YOUTH PROGRAMS**

- Elementary basketball clinics will begin in April. Thank you to the parents who have stepped forward to coach.
- Efforts are being made to build the After School Enrichment program.
- Summer Rec & Enrichment – We are attempting to develop two 4-day camps for the summer (an Arts Camp and an Olympic Training Camp). The camps would meet 8:30-11:30 Monday-Thursday. We are in the process of finding artists, instructors, coaches, etc.

## PRESCHOOL



Current:            Revenue - \$217,374                      Expense - \$231,594

FY22:              Revenue - \$233,926                      Expense - \$233,926

- Based on enrollment of 54 in the 4 & 5 Year Old classes / 28 in the 3 & 4 Year Old classes
- Based on scholarship amounts of \$27,000

Current revenue and expenses reflect the original budget. Due to Covid revenue was lower than expected.

FY22 revenue reflects an 8 percent increase in tuition:

2 mornings - \$95 to \$102  
 2 Full Days - \$189 to \$204  
 3 Mornings - \$133 to \$144  
 3 Full Days - \$267 to \$288  
 4 Full Days - \$380 to \$410  
 4 Days Plus - \$460 to \$485

FY 22 expenses reflects a significant increase in staff wages

- Assistants - \$1/hour raise to bring them closer to their counterparts I K-12
- Teachers – 10 percent raise to bring them closer to the salaries of licensed teachers in K-12

The advisory council recommends that this be considered a 2-year plan. They feel strongly that the assistants continue to receive significant raises to be more aligned with K-12 staff. For teachers, the ultimate goal is to raise salaries to a rate comparable to the CEA salary schedule. This increase would require funding from the general fund.

**For future consideration:** *The advisory council requests that the board consider providing the additional funding needed to raise preschool teacher pay rate to an amount comparable to CEA salary schedule by the fall of 2022.*

Justification:

- Licensed preschool teachers have expectations similar to a k-12 teacher.
  - Must create lesson plans based on a curriculum
  - Assess students at the beginning and end of each school year
  - Monitor student progress throughout the year
  - Provide support for students who are significantly below target
  - Conference with parents regarding child's growth and readiness for Kindergarten
  - Participate in professional development in order to maintain license
- Chatfield Preschool has a strong program. Our goal is to retain teaching staff. Area schools are paying preschool teachers at a higher level. We have already lost one teacher due to better pay in a neighboring district.
- Hiring qualified preschool teachers is difficult when the pay level is low.

## VALLEYLAND

**Change if Fee Structure:**

- Summer Valleyland will move from charging on an hourly basis to charging for ½ day and full day. (\$24 for 5 hours or less / \$30 for up to 10 hours / \$35 for more than 10 hours)
  - Rate is comparable to area schools.
  - Increase in revenue will offset the staff to student ratio required due to Covid.  
(Valleyland may have no more than 14 students & 1 staff per room)
- Registration fee is now \$25 for one child and \$45 for two or more children