

# OFFICIAL MINUTES

## Chatfield Public Schools School Board ISD #227

Regular Board Meeting

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*Date / time* 6/9/2021 7:00 PM | *Meeting called to order by* Board Chair Lanny Isensee

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### In Attendance

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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 June 9, 2021.

Roll call was taken with these members present: Isensee, Priebe, Harstad, and Thompson, McMahon; Keefe arrived at 7:20pm. McMahon was absent. All present said the Pledge of Allegiance.

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

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### Approval of Agenda

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

#### **ADD:**

#### **8. Consent Items**

- j. Approve Fall 2021 Fundraisers
  - i. Class of 2022 – Duck Races
- k. Approve new hires:
  - iv. Summer Academic Camp Paras/Connie Walker, Krista Schild, Brooke Boelter
  - v. ESY Paras/Kristie Kayfes, Sue Peterson
  - vi. Tanya Nelson/Intermediate Elementary
  - vii. Jeremy McBroom/Varsity Boys Basketball Coach
- l. Approve Elementary Teacher job posting
- m. Approve Shelly Harden resignation
- n. Approve BBB Golf Fundraiser
- o. Duplicate item (d. Authorize board treasurer to approve End of Year bills)

#### **11. Action Items**

- f. ESSER Funds & Safe Learning Public Review Requirement
- g. Softball Concession/Storage Shed
- h. MSHSL Membership Resolution
- i. 2021-2023 CES CBA
- j. COVID19 Graduation Provision
- k. Business Manager – Vacation Day Request

#### **REMOVE:**

#### **11. Action Items**

- e. School Lunch Account Reconciliation

Motion carried 4-0

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## Approval of Claims & Accounts

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Harstad presented claims & accounts and motioned their approval as presented. Priebe seconded the motion. Motion carried 4-0

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## Reports

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**Thompson, McMahon & Keefe – Negotiations:** negotiations with the teachers went very well. A 2% increase for each of the next two years & some moderate increases health insurance and 401B. The recommendation is for the board to approve their contract later in the agenda.

**Harstad, Isensee, & McMahon – Facilities & Finance:** discussion was had on site planning for the softball fields.

**Priebe & Isensee – Activities Committee:** two main points of discussion are making in change in pre-sport/activity parent meetings and parent behavior/guidelines at activity events.

**Luann Klevan – Community Education Director:** Preschool enrollment is down from previous years. She is proposing an increase in preschool teacher salaries for the next school year. A copy of her recommendation is attached. Summer in-school preschool has received state funding of \$14,000.00. Summer Valleyland enrollment it up. State of MN is also providing some funding for certified programs provided by Carmen Berge & Julie Obritsch. Summer Rec & Enrichment enrollment is looking good for the summer. She closed with thanking the City of Chatfield for their continued support. A complete copy of her report is attached.

**Shane McBroom – Elementary Principal:** Special Ed held a successful and fun Athletic Competition at our track and field facilities this year. Our 4<sup>th</sup> graders joined the American Legion to set out flags in the cemetery for Memorial Day. He thanked Elissa Johnsrud, Bernard Bus, and the Middle School Council members for making K-6 field days a great way to end the year. Lucy Allen won the Statewide DARE Poster Contest. The Masonic Lodge will give 7 students each a check to purchase a bicycle. A donation was received from America's Farmers Grow Communities – Bayer Fund. A complete copy of his report is attached.

**Randy Paulson – High School Principal:** Thanked all those who participated in the tree planting memorials for Hailey Schafer & Aydin Rabe. Track finished up the season well. End of year programs were able to meet in-person this year. Congratulated Varsity Baseball Coach Brian Baum for his 300<sup>th</sup> career win as a varsity coach. He closed with thanking the community, students, staff and board members for 26 wonderful years. A complete copy of his report is attached.

**Ed Harris - Superintendent:** He thanked the faculty and support staff for a strong finish to a rough year. Jeff DeBuhr, Kyle Tollefson, Connie Walker, Terri Dudek, Katie Goldsmith & Karla Becker were recognized for their years of service milestones. Mr. Harris thanked the retirees for their many good years of service and wished them well - Linda Zeccardi, Janet Bren & Randy Paulson. He also congratulated Mr. Paulson for being chosen as the SEMN Secondary Principal of the Year. He then reviewed summer plans for the district. Is thinking that a review/renewal of strategic planning for SY 2021-2022 is a good idea. He closed with summarizing each action item for the board. 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 May 05, 2021 Meeting Minutes
- b. Approve SY 2021-2022 MSHSL Membership
- c. Approve the Fall 7<sup>th</sup> – JV/Assistant Fall 2021 Coaches:
  - i. Cross Country: Jenny Bradt
  - ii. Volleyball: Kelsey Lueck, Dan Narveson, April McBroom
  - iii. Football: Josh Berhow, Tom Bance, Adam Hurley, Kirk Affeldt, Tom Moody, Zach Slowiak
- d. Authorize Board Treasurer to approve the End of Year Bills
- e. Delegate Business Manager to wire transfers, excess funds and bond payments
- f. Designate Fillmore County Journal as our official newspaper
- g. Designate official district depositories for SY 2021-2022
  - i. Root River State Bank
  - ii. Minnesota Liquid Asset Funds
  - iii. Approve Entity Authorization from to designate the Superintendent & Business Manager as district representatives
- h. Designate Ratwick, Rozak, Maloney and Bartel as official legal counsel for SY 2021-2022
- i. Set the second Wednesday each month at 7:00pm in the HS Forum Room (July 1, 2021-June 30, 2022) for school board meetings with this exception: May 4, 2022 (first Wednesday) at 7:00pm in the HS Forum Room
- j. Approve Fall 2021 Fundraisers:
  - i. Class of 2022/Huey's Pizza Sales & Duck Races
  - ii. Dance/Bingo
  - iii. Class of 2023/Concessions, 50/50, & School Spirit sales
- k. Approve new hires:
  - i. Nancy Earnhardt/Business Education
  - ii. Daneka Romportl/HS Special Education
  - iii. Kaitlyn Kerr/Intermediate Elementary
  - iv. Summer Academic Camp Paras/Connie Walker, Krista Schild, Brooke Boelter
  - v. ESY Paras/Kristie Kayfes, Sue Peterson
  - vi. Tanya Nelson/Intermediate Elementary
  - vii. Jeremy McBroom/Varsity Boys Basketball Coach
- l. Approve Elementary Teacher job posting
- m. Approve Shelly Harden resignation
- n. Approve BBB Golf Fundraiser
- o. Duplicate item – see d. above

Motion approved 5-0

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## 1st Reading of District Policies

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Board 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. 410 Family & Medical Leave Policy
- b. 524 Internet Acceptable Use and Safety Policy & Form
- c. 806 Crisis Management Policy



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## 2nd Reading of District Policies

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Thompson/Harstad motion to approve the following policies:

- a. 407 Employee Right to Know-Exposure to Hazardous Substances
- b. 704 Development & Maintenance of an Inventory of Fixed Assets and A Fix Asset Accounting System
- c. 705 Investments
- d. 801 Equal Access to School Facilities

Motion carried 5-0

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

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## Action Items

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- a. Priebe/Harstad motion to approve the FY22 Proposed Budget. Motion carried 5-0
- b. Member Josh Thompson introduced the following resolution:  
RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY  
Member Tom Keefe motioned for its adoption. Member Katie Priebe duly seconded. Upon vote being taken thereon the following voted in favor thereof: Priebe, Thompson, Harstad, Keefe & Isensee. And the following voted against the same: none Whereupon said resolution was declared passed and adopted.  
A complete copy of this resolution is attached or can be found online: [School Board - Chatfield Public Schools \(chatfieldschools.com\)](https://www.chatfieldschools.com/school-board)
- c. Harstad/Thompson motion to approve the Coach, Advisor, Volunteer Code of Ethics Agreement. Motion carried 5-0.
- d. Priebe/Harstad motion to approve the School Perceptions Community Survey. Motion carried 5-0.
- e. Removed from agenda until next month.
- f. Harstad/Keefe motion to approve ESSER Funds & Safe Learning Plan. Motion carried 5-0  
This plan may be viewed at: [District News and Updates - Chatfield Public Schools \(chatfieldschools.com\)](https://www.chatfieldschools.com/district-news-and-updates)
- g. Priebe/Harstad motion to approve Softball Concession/Storage Shed. Isensee would like the Facilities & Finance Committee to further discuss and then bring it back to the board for approval. Isensee/Priebe motion to table approval until after the F/F committee has time to discuss. Motion carried 5-0
- h. Member Josh Thompson introduced the following resolution & motioned for its adoption:  
MSHSL MEMBERSHIP RESOLUTION  
Member Jill Harstad duly seconded. Upon vote being taken thereon the following voted in favor thereof: Priebe, Thompson, Harstad, Keefe & Isensee. And the following voted against the same: none Whereupon said resolution was declared passed and adopted.  
A complete copy of this resolution is attached or can be found online: [School Board - Chatfield Public Schools \(chatfieldschools.com\)](https://www.chatfieldschools.com/school-board)
- i. Thompson/Keefe motion to approve the 2021-2023 CEA CBA. Motion carried 5-0
- j. Priebe/Harstad motion to approve the COVID19 Graduation Provision. Motion carried 5-0
- k. Harstad/Thompson motion to approve Business Manager Vacation Day Request. Motion carried 5-0



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## Adjournment

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Thompson/Keefe motion to adjourn at 7:56pm. Motion carried 5-0

Respectfully submitted,

/s/

A handwritten signature in blue ink, appearing to be 'J. H. Keefe', written over a horizontal line.

Board Clerk

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## **COMMUNITY EDUCATION BOARD REPORT**

June 9, 2021

Submitted by LuAnn Klevan, Director

### **PRESCHOOL**

- Number for next fall are lower than normal at this time. We still have openings in the TThF 4 & 5 Year Old class and in both 3 & 4 Year old classes.
- Recommendation for the preschool teachers' salaries is attached. In order to increase the salaries to the recommended amount, the district would need to cover approximately \$25,000.
- We have accepted funds of \$14,400 from the state of MN for summer in-person preschool. The final approval will come June 4<sup>th</sup>. The funds must be used provide a minimum 100 hours of instruction, serving at least 3 at risk children – special education, scholarship families, and students who have not attended preschool this past year. If there is room, other children may also attend. We will be offering prek to k programming for the kindergarteners in Summer Valleyland. We will also offer a 2-part program that includes a morning class for 18 days in July & August, and a 8 day K-Prep class. Children may be enrolled in one class or both.

### **VALLEYLAND**

- Enrollment for Summer Valleyland is much better this year. Numbers per classroom for the summer will need to align with the current Covid guidelines. The younger classes are full. We are allowed larger numbers in each classroom this summer.
- State of MN is providing some funding for certified programs. Preliminary indication is that it would be \$3000/month. That may change. We will know more by mid-June.

### **SUMMER REC & ENRICHMENT**

- Enrollment for Summer Rec & Enrichment activities is good. We have canceled the Arts Camp, but all other activities will be held.
- Thank you to the City of Chatfield for their continued support of \$4000 for the summer.



## **PRESCHOOL TEACHER SALARY RECCOMENDATION (Minimal)**

### **-Based on the CEA salary schedule for FY21**

**Renee Bakken** holds an Early Childhood/Elementary teaching license. In the fall of 2021 she will begin her 13<sup>th</sup> year of teaching in the Chatfield Preschool Program. Prior to that, she taught in the Rochester School District for three years. Currently Renee is .9 FTE.

- Renee's current salary - \$34,333
- Renee's salary with the increase for FY22 - \$39,534
- Renee's FY22 salary if comparable to a first year teacher, on the CEA schedule - \$39,244
- Renee's FY22 salary if comparable to a k-12 teacher starting their 13<sup>th</sup> year of teaching - \$48,268
- **Recommendation: Salary comparable to a 3<sup>rd</sup> Year teacher -- \$40,783**

**Janelle Paulson** no longer holds a teaching license. In the fall of 2021 she will begin her 13<sup>th</sup> year of teaching in the Chatfield Preschool Program. Prior to that she worked as a preschool assistant. Janelle is currently .66 FTE.

- Janelle's current salary - \$21,974
- Janelle's salary with increase for FY22 - \$24,163
- Janelle's FY22 salary if comparable to a first year teacher, on the CEA schedule - \$28,779
- Janelle's FY22 salary if comparable to a K-12 teacher starting 13<sup>th</sup> year of teaching - \$35,396
- **Recommendation: Salary comparable to a 1<sup>st</sup> Year teacher - \$28,779 (I recommend that Janelle be grandfathered in)**

**April McBroom** holds an elementary license (k-6). In the fall of 2021 she will begin her 4<sup>th</sup> year of teaching in the Chatfield Preschool Program. Prior to that she taught kindergarten for 3 years. April has continued her education. She has earned more than 10 semester credits toward her Reading Specialist Certificate. April is currently .66 FTE.

- April's current salary - \$20,976
- April's salary with increase for FY22 - \$23,068
- April's FY22 salary if comparable to a first year teacher, on the CEA schedule - \$28,779
- April's FY22 salary if comparable to a K-12 teacher start their 4<sup>th</sup> year with 10+ credits - \$30,194
- **Recommendation: Salary comparable to 1<sup>st</sup> year teacher with 10+ credits - \$29,071**

**Haley Brackett** holds an early childhood/elementary license. In the fall of 2021 she will begin her 4<sup>th</sup> year of teaching in the Chatfield Preschool Program. Haley is currently .88 FTE

- Haley's current salary - \$28,514
- Haley's salary with increase for FY22 - \$31,359
- Haley's FY22 salary if comparable to a first year teacher on the CEA schedule - \$38,372
- Haley's FY22 salary if comparable to a K-12 teacher starting their 4<sup>th</sup> year - \$39,877
- **Recommendation: Salary comparable to a 1<sup>st</sup> year teacher - \$38,372**

**WAGE - WITH INCREASE FOR FY22**

TEACHER	LICENSE	FTE	SALARY
Renee Bakken	EC & Elem - 13th Yr.	0.9	\$ 39,600.00
Janelle Paulson	No longer Licensed-13th yr.	0.66	\$ 24,163.00
Haley Brackett	EC & Elem - 4th Yr.	0.88	\$ 31,359.00
April McBroom	K-6 - 4th Yr.	0.66	\$ 23,068.00

\$ 118,190.00

**TEACHERS ON 1ST LEVEL OF CEA 20-21 SALARY SCHEDULE**

TEACHER	LICENSE	FTE	CEA-1st level	SALARY
Renee Bakken	EC & Elem - 13th Yr.	0.9	\$ 43,605.00	\$ 39,244.50
Janelle Paulson	No longer Licensed-13th yr.	0.66	\$ 43,605.00	\$ 28,779.30
Haley Brackett	EC & Elem - 4th Yr.	0.88	\$ 43,605.00	\$ 38,372.40
April McBroom	K-6 - 4th Yr.	0.66	\$ 43,605.00	\$ 28,779.30

\$ 135,175.50

**If given credit for years of experience and education:**

TEACHER	LICENSE	FTE	CEA	Prorated
Renee Bakken	EC & Elem - 13th Yr.	0.9	\$ 53,631.00	\$ 48,267.90
Janelle Paulson	No longer Licensed-13th yr.	0.66	\$ 53,631.00	\$ 35,396.46
Haley Brackett	EC & Elem - 4th Yr.	0.88	\$ 45,315.00	\$ 39,877.20
April McBroom	K-6 - 4th Yr.	0.66	\$ 45,749.00	\$ 30,194.34

(Would most likely be lower, as prep time etc. would be adjusted to align with CEA) \$ 153,735.90

Recommendation: Licensed Teachers with 10 plus years of experience on Level 3

Teacher with 10 plus credits beyond B.S. be given credit for B + 10 semester credits

TEACHER	LICENSE	FTE	CEA	Prorated
Renee Bakken	EC & Elem - 13th Yr.	0.9	\$ 45,315.00	\$ 40,783.50
Janelle Paulson	No longer Licensed-13th yr.	0.66	\$ 43,605.00	\$ 28,779.30
Haley Brackett	EC & Elem - 4th Yr.	0.88	\$ 43,605.00	\$ 38,372.40
April McBroom	K-6 - 4th Yr.	0.66	\$ 44,047.00	\$ 29,071.02
				\$ 137,006.22

All teachers at 1st Level	
Revenue	\$ 233,926.00
Expenses (total)	\$ 254,927.00
Balance	\$ (21,001.00)

Recommendation:	Licensed Teachers with 10 plus years of experience on Level 3		
	Teacher with credits beyond B.S. be given credit for B + 10 semester credits		
Revenue	\$ 233,926.00		
Expenses (total)	\$ 258,250.00	(Includes all expenses)	
Balance	\$ (24,324.00)		



**June 9, 2021**

**Special Athletic Competition May 21<sup>st</sup>**

The last 2 years, the Special Athletic Competition has been canceled in Winona. This year our Special Ed Staff put on a competition at the high school. It was a great experience for our students and I want to thank all that made this a possibility.

**4<sup>th</sup> Grade Memorial Day Partnership with Chatfield American Legion:**

On May 19 and 20th the Chatfield 4<sup>th</sup> grade joined the members of the Chatfield American Legion to help set out the flags at the markers of the veterans at the Chatfield cemetery. The students did a nice job and a big thank you to the 4<sup>th</sup> grade teachers and the American Legion for providing the opportunity.



**Reading Reward Field Day**

This year we decided to provide a fun Reward Field Day at Mill and Groen Park for all of K-6. We had to do some calendar juggling but both days that we had kids at the parks turned out to be beautiful days. A big thank you to Elissa Johnsrud and the Jr. High Student Council students for all the help in making this a successful end of the year reading reward.



**Baker Family Bluegrass**

May 20<sup>th</sup> the Baker Family Bluegrass put on a performance for our elementary students. They always do a great job and we are thankful for the Southeast MN Bluegrass Association for their generosity in making this event possible for kids.

**DARE**

Congratulations to Lucy Allen on winning the Statewide DARE Poster Contest. This is the 2<sup>nd</sup> time in 2 years that we have had a winner from Chatfield. Lucy and her family get to lead a parade on Target Field before the baseball game and she also gets to throw out the 1<sup>st</sup> pitch for the Twins game! Thank you to Officer Landorf for coordinating this special honor for Lucy.

**Bikes for Books and Awards Program**

We were able to hold our End of the Year program to recognize students for a number of awards. A special Thank you to the Masonic Lodge 25 for the generosity in providing checks to students to purchase bikes. The Bikes are very hard to find. Our winners included:

Kindergarten	Cruz Johnson
1 <sup>st</sup> grade	Hailey Lubahn
2 <sup>nd</sup> grade	Abigail Hanson
3 <sup>rd</sup> grade	Savanna Baker
4 <sup>th</sup> grade	Mason Sula-Mehus
5 <sup>th</sup> grade	Jack Bakken
6 <sup>th</sup> grade	Colter Miliander

**June 9, 2021**



**Mr. Paulson**

I would like to thank Mr. Paulson for his many years of work with our students, families and community. I wish you the best in your retirement!

**America's Farmers Grow Communities – Bayer Fund**

Thank you to America's Farmers Grow Communities donation from Bayer Fund, on behalf of Fillmore County Farmer, Mitch Berry for the generous gift of \$2500 to be used to support school programs.

**THANK YOU**

To all the staff, students, families, and community for the efforts put forth during the last 14 months. Last Thursday was the last day of the school year. We learned a lot about ourselves in taking on adversity! We're Still Standin!





## High School Board Report Go Gophers!

### Memorials for Aydin Rabe and Hailey Schafer



I would like to thank the students, staff, and the family members that all contributed to the tree planting memorials of our two students that passed away this year. The students and staff did a very nice job of expressing their support and caring during this very difficult time.

### Girls Track and Field Team



Congratulations to our Girls Track team, Head Coach Jeff DeBhur and all of our coaches for having a great track season and finish up the year as Sub-Section Champions.



## **Congratulations to the Class of 2021**



**Congratulations to this year's graduates of the Class of 2021. I wish them well as they move on to the next part of their journey. Thank you to everyone that helped make it a successful Graduation Ceremony especial the board members Lanny and Josh, Christy, Sara and Julie, Katy Schleusner and band members, Tyler Simpson and choir members, Steve and Dave, and the tech crew of Damon and Nate. It takes everyone to make for a successful graduation.**

**Above is a picture of the long time tradition of ringing the bell. Each student rings the bell for their successful completion of high school at CHS.**



### Academic, Senior & FFA Banquets & Achievement Program

All of our programs were in-person. I want to thank everyone for their time and effort this year.

### Congratulations to Coach Brian Baum

Congratulations to Brian Baum for his 300<sup>th</sup> career win as the Head Baseball Coach. What a special honor and outstanding accomplishment.

### End of the Year Assembly Program

Thank you to our Delta students and staff for putting on a fantastic end of the year hybrid program. The juniors and seniors were in-person and the 7<sup>th</sup> thru 10<sup>th</sup> grade students were virtual included from their respective classrooms.

### Thank you!

Thank you to the community, students, staff, board members, Mr. Harris and Mr. McBroom. It has been a wonderful 26 years at CHS.

My last board meeting and my last public appearance as the HS Principal at CHS.

I am going to be recognized by my peers at the Summer MASSP Conference as both retiring this year and the SEMASSP Principal of the Year.



Sorry about getting this out so late. I will bring copies. Please call or e-mail me if you have any questions. See you tonight.

Thanks!

*Randy Paulson* [rpaulson@chatfield.k12.mn.us](mailto:rpaulson@chatfield.k12.mn.us)

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*Ed's June 2021 Board Report*

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<https://www.evernote.com/shard/s265/sh/c81dc51f-0c19-7d59-3c69-4e56040a350a/d5f418a1527b2ea7f22ec89d855de80f>

End of School Year

Thank you students, Staff, Parents  
Graduation

1. Years of Service
  - a. Jeff DeBuhr - 10
  - b. Kyle Tollefson - 10
  - c. Connie Walker - 10
  - d. Terri Dudek - 10
  - e. Katie Goldsmith - 20
  - f. Karla Becker - 30
2. Retirements
  - a. Janet Bren
  - b. Linda Zeccardi
  - c. Randy Paulson
3. Summer
  - a. Summer cleaning
  - b. Storage Transition
  - c. Far Field Update
  - d. Football storage

Strategic Planning

Consider for summer of 2022.

Give Mr. Nelson some time to acclimate.

Redefining Ready. Let that develop.

It would be good to not have the baseline year a COVID year (2020-2021).

Consent Agenda Item: Add Boy's Basketball Golf Fund Raiser

[https://docs.google.com/document/d/1CbXP7cwN5NLOFL3-Yn-bYHlrgS8b83Jbz\\_nzpSi8TU/edit?usp=sharing](https://docs.google.com/document/d/1CbXP7cwN5NLOFL3-Yn-bYHlrgS8b83Jbz_nzpSi8TU/edit?usp=sharing)

**1st Reading of District Policies**

407 Employee Right to Know-Exposure to Hazardous Substances

No changes.

704 Development & Maintenance of an Inventory of Fixed Assets and A Fix Asset Accounting System

No changes.

705 Investments

No changes.

801 Equal Access to School Facilities

No changes.



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

### 407 Employee Right to Know-Exposure to Hazardous Substances

Adopted: (finalsite.net)

No changes.

### 704 Development & Maintenance of an Inventory of Fixed Assets and A Fix Asset Accounting System

Adopted: (finalsite.net)

No changes.

### 705 Investments

Adopted: (finalsite.net)

No changes.

### 801 Equal Access to School Facilities

Adopted: (finalsite.net)

No changes.

## **Action Items**

### FY22 Proposed Budget

(is attached)

Preschool Teacher Pay Increase (\$25,000)

This could be paid through ESSER for FY22 and FY23.

The SB CE Committee can comment on this.

(see attachment)

### Resolution Establishing Dates for Filing Affidavits of Candidacy - 1 YR Term

(is attached)

### Coach, Advisor, Volunteer Code of Ethics

(is attached)

Sets the standard of behaviors for coaches, advisors, and volunteers. Similar to the internet use agreement - signed once and filed.

### School Perceptions Community Survey Approval

(is attached)

### ESSER Funds and Safe Learning Plan Public Review Requirement

An updated plan is required to receive ESSER II and III funds. Patrons should email me with comments or questions at [eharris@chatfieldschools.com](mailto:eharris@chatfieldschools.com)

[https://drive.google.com/file/d/1q4\\_5actxLopmLsITkRykyZYJPMOIXska/view?usp=sharing](https://drive.google.com/file/d/1q4_5actxLopmLsITkRykyZYJPMOIXska/view?usp=sharing)

*This is posted on the district web site under District News and Updates.*

### Softball Concession/Storage Shed

This will be discussed at the 5:45 SB AC meeting. The Finance and Facility Committee Members can decide if they want to further study the updated proposal or take action.

### MSHSL Membership Resolution

This is an annual renewal so we can participate in MSHSL activities.

### 2021-2023 CEA CBA

The CEA ratified the proposed contract last Friday. The settlement was for a 2% salary increase for FY22 and FY23 in addition to some moderate increases in health insurance and 403b contribution. This is a fair and responsible settlement for both parties. I recommend approval by the school board.

### COVID19 Early Graduation Provision

In my opinion, COVID 19 and the learning model transitions (hybrid/distance/in-person) over the course of this past school year may have impacted some students' ability to normally progress through coursework/credits. This would have been particularly troublesome for a student whose intention was to graduate early. I am asking the school board to approve a special provision permitting the administration to graduate students with a standard Chatfield High School diploma if they meet the following criteria.

1. The student is at least a junior.
2. The student was working under an early graduation plan during the 2020-2021 school year that was sanctioned by a program coordinator and/or the principal.
3. The student's transcript reflects that they have met all of Minnesota's statutory high school graduation requirements.
  - a. four language arts credits
  - b. three math credits
  - c. three science credits
  - d. three-and-a-half social studies credits
  - e. one art credit
  - f. seven elective credits

### Business Manager - Vacation Day Request

# COVID-19 Preparedness Plan for Chatfield Public Schools

**Chatfield Public Schools** is committed to providing a safe and healthy environment for all. To ensure this, **Chatfield Public Schools** has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Employees are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our schools and communities, and that requires full cooperation amongst our employees. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our schools.

The COVID-19 Preparedness Plan is administered by **Edward J. Harris, Superintendent of Schools**, who maintains the overall authority and responsibility for the plan. However, employees are equally responsible for supporting, implementing, complying with, and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan. **Chatfield Public School's** employees have our full support in enforcing the provisions of this plan.

Employees are our most important assets. **Chatfield Public Schools** is serious about safety and health and protecting our employees. Employee involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our employees in this process by publishing weekly COVID 19 updates and providing opportunities for input and the voicing of concerns.

**Chatfield Public Schools** COVID-19 Preparedness Plan follows the COVID-19 universal guidance developed by the state of Minnesota, available at the Stay Safe Minnesota website [All Businesses / StaySafeMN](#), which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. The following requirements must be addressed, but each business is encouraged to consider additional recommendations and adopt additional requirements that appropriately address COVID-19 mitigation strategies the business deems necessary.

- **Health screening, isolation, and quarantine**
- **Hand hygiene practices**
- **Cleaning and disinfecting**
- **Indoor facilities, utilities, and ventilation**

## Health screening, isolation, and quarantine

Employees have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess worker, customer, and other visitor health status prior to entering the business and for workers to report when they are sick or experiencing symptoms. **Chatfield Public Schools** has also developed a plan to advise students,



employees, and visitors to leave the facility if their responses to health screening indicate they have tested positive for COVID-19, are experiencing COVID-19 symptoms, or have been identified as a close contact. **All employees have been asked to self-attest that are free of COVID 19 symptoms prior to coming to work each day and if they test positive and/or are experiencing symptoms they have been directed to contact a COVID Coordinator (Principal) or School Nurse. All employees have been trained on self-screening protocols.**

**Chatfield Public Schools** has implemented measures to ensure that sick or COVID-19 positive workers isolate until they are no longer infectious, according to applicable MDH guidance. Visit [If You Are Sick: COVID-19 \(www.health.state.mn.us/diseases/coronavirus/sick.html\)](https://www.health.state.mn.us/diseases/coronavirus/sick.html). **Employees exhibiting COVID-19 symptoms and/or who test**

**positive for COVID-19 are advised to quarantine for up to 14 days, but may be eligible for a shortened quarantine of 7**

**or 10 days if they can meet the shortened quarantine guidance recommended by the CDC and Minnesota Department**

**of Health: <https://www.health.state.mn.us/diseases/coronavirus/quarguide.pdf>.**

**Chatfield Public Schools** has also implemented a policy consistent with MDH guidance for identifying and communicating with employees who may have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time. See [Close Contacts and Tracing: COVID-19 \(www.health.state.mn.us/diseases/coronavirus/close.html\)](https://www.health.state.mn.us/diseases/coronavirus/close.html) and [Quarantine Guidance for COVID-19 \(PDF\) \(www.health.state.mn.us/diseases/coronavirus/quarguide.pdf\)](https://www.health.state.mn.us/diseases/coronavirus/quarguide.pdf). Employees

exhibiting COVID-19 symptoms and/or who

test positive for COVID-19 are advised to quarantine for up to 14 days, but may be eligible for a shortened quarantine

of 7 or 10 days if they can meet the shortened quarantine guidance recommended by the CDC and Minnesota

Department of Health: <https://www.health.state.mn.us/diseases/coronavirus/quarguide.pdf>.

## **Hand hygiene practices**

Chatfield Public Schools has implemented a policy to provide instruction, signage, facilities, and supplies to encourage regular handwashing and sanitizing. This policy is consistent with [MDH: Hand Hygiene \(www.health.state.mn.us/people/handhygiene/index.html\)](https://www.health.state.mn.us/people/handhygiene/index.html).

## Cleaning and disinfecting

**Chatfield Public Schools** has implemented a regular schedule and checklist for cleaning and disinfecting commonly touched surfaces (workstations, keyboards, telephones, handrails, doorknobs, etc.), shared items, shared equipment, and high traffic areas. **Chatfield Public Schools** will continue to perform other routine environmental cleaning according to established schedules and procedures. Appropriate and effective cleaning and disinfecting supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications, and are being used with required personal protective equipment for the product. This policy is consistent with [CDC: Cleaning Your Facility \(www.cdc.gov/coronavirus/2019-ncov/community/disinfectingbuilding-facility.html\)](https://www.cdc.gov/coronavirus/2019-ncov/community/disinfectingbuilding-facility.html) and the U.S. Environmental Protection Agency's (EPA) List N for products that meet EPA's criteria for use against SARS-CoV-2. See [EPA's List N: Disinfectants for Use Against SARS-CoV-2 \(www.epa.gov/pesticide-registration/list-n-disinfectants-coronavirus-covid-19\)](https://www.epa.gov/pesticide-registration/list-n-disinfectants-coronavirus-covid-19).

## Indoor facilities, utilities, and ventilation

**Chatfield Public Schools** has evaluated the operational capacity of indoor ventilation systems and developed a plan to increase and maintain ventilation provided throughout indoor spaces. Steps will be taken to increase the intake percentage of outside air to increase dilution of contaminants, and minimize recirculation, whenever possible, while maintaining indoor air conditions. In the absence of effective mechanical ventilation, steps will be taken to increase natural ventilation as much as possible, including opening windows when possible and safe. This plan is consistent with applicable Stay Safe Industry guidance, and **Chatfield Public Schools** has consulted the resources in applicable industry guidance and others, as necessary, in developing this plan.

Comments or questions? Email Ed Harris at [eharris@chatfieldschools.com](mailto:eharris@chatfieldschools.com)

Certified by:

**Edward J. Harris**

Edward J. Harris

June 7, 2021

Superintendent of Schools

**Dear School District Residents:**

This past year reminded all of us of the importance of a strong community and school relationship. We work hard to create a high-quality learning environment that prepares Chatfield students to be college and career ready when they graduate.



To do this, the District must be financially secure. After a series of budget cuts, voters approved \$400,000 of funding per year through an operation levy in 2015. This money helps us maintain some of our remaining programs and services. **However, this levy expires this year.**

Even with the funds from the 2015 levy, the District needed to recently cut an additional \$400,000. An increase to the 2015 operating levy was then proposed to voters in the fall of 2019. This failed to win voter support. In response, the District again made cuts. Looking ahead, we must establish a plan to provide financial stability before the current levy expires this year.

**This plan needs to both address the needs of our students *and* reflects the priorities of taxpayers.** Therefore, we are asking you to please take a few minutes to complete this survey.

To collect this feedback, we are working with School Perceptions LLC, an independent firm with expertise in conducting community surveys. All survey data is returned to School Perceptions to ensure respondent confidentiality.

**Please take a few minutes to complete this survey!**

**TAKE THE SURVEY IN ONE OF TWO EASY WAYS**

**Online:**

- 1) Simply go to the survey website: **[www.Feedback2000.com](http://www.Feedback2000.com)**
- 2) Enter your Survey Access Number:

**By Paper:**

If you do not have Internet access, please return the survey to the school office or mail to: School Perceptions, PO Box 607, Slinger, WI 53086.

Each Survey Access Number can be used only once. To obtain additional surveys for other adults in your household, please call the District Office at 507-867-3240.

**Please complete the survey by July 27, 2021.**

Final survey results will be reported at a Board of Education meeting later this summer and will also be available on the District's website, [www.chatfieldschools.com](http://www.chatfieldschools.com).

Thank you for your time!

Sincerely,

**Edward J. Harris**  
*Superintendent*

**Lanny Isensee**  
*School Board Chair*

**Katie Priebe**  
*School Board Vice Chair*

**Josh Thompson**  
*School Board Clerk*

**Jill Harstad**  
*School Board Treasurer*

**Matt McMahan**  
*School Board Director*

**Tom Keefe**  
*School Board Director*



## Funding Background

School districts receive the bulk of their funding from the state, and this is tied to enrollment. The state system has created issues for districts like ours.

Issue	Result
The largest source of our state funding has not kept up with inflation.	Chatfield schools receive \$650 less per student than we did in 2003 when adjusted for inflation.
Chatfield schools have experienced a decline in enrollment.	Our school district has lost roughly \$700,000 in revenue since 2016 because of this.
Enrollment has leveled off this past year, but larger classes will exit the high school in the next couple of years.	Enrollment declines mean less revenue.
The operating levy approved by Chatfield voters in 2015 will expire next year.	The District will have \$400,000 less to spend on student programs and services.

The District has made efforts to address these funding issues.

Effort	Result
Chatfield, along with 70% of other school districts in the state, have operating levies in place.	The money from these levies help maintain current programs, courses, and services for our students.
The District cut approximately \$400,000 from the budget and then requested an operating levy increase in fall 2019. This operating levy did not pass.	Since the failed operating levy election of 2019, the District has cut an additional \$150,000 from the budget.
The Chatfield Public Schools received some COVID-19 money from the federal government.	This funding provided much-needed support during the pandemic but does not address long-term financial challenges.

## Funding Support

**The operating levy that voters approved in 2015 is set to expire.** The District is considering a seven-year renewal of the 2015 levy, **which would result in no net tax increase over what residents currently pay for the 2015 operating levy.**

If voters do not support renewing the operating levy this November at the amount set in 2015, the District will have \$400,000 less in revenue each year, which could mean:

- Eliminating and/or reassigning staff positions
- Increasing class sizes
- Eliminating student programs, including course offerings

**Would you support a seven-year renewal of the District's 2015 operating levy in November 2021?**

*\*This results in no net tax increase over what residents currently pay for the 2015 operating levy.*

- ☐ Definitely yes
- ☐ Probably yes
- ☐ Undecided
- ☐ Probably no
- ☐ Definitely no

Comments/suggestions:

We are committed to understanding what we are doing well, how we need to improve, and where we need to focus additional resources. The answers to these questions will help us fulfill our mission *to equip all learners with the knowledge to thrive in a world of change by expanding and enhancing each individual's educational environment.*

### What are some of our district's strengths?

### What are some areas in which our district could improve?

☐ 0    ☐ 1    ☐ 2    ☐ 3    ☐ 4    ☐ 5    ☐ 6    ☐ 7    ☐ 8    ☐ 9    ☐ 10

Not at  
all likely

Neutral

Extremely  
likely

**Respondent Information** *Please check your response to each of the following:*

**What is your age?**

- ☐ 18-25      ☐ 26-35      ☐ 36-45      ☐ 46-55      ☐ 56-64      ☐ 65 and older

**Do you live in the Chatfield School District?**

- ☐ Yes   ☐ No

**In which municipality/township is your primary residence?**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> City of Chatfield | <input type="checkbox"/> Carrolton Township   | <input type="checkbox"/> Chatfield Township      |
| <input type="checkbox"/> Elmira Township   | <input type="checkbox"/> Eyota Township       | <input type="checkbox"/> Fillmore Township       |
| <input type="checkbox"/> Fountain Township | <input type="checkbox"/> Jordan Township      | <input type="checkbox"/> Marion Township         |
| <input type="checkbox"/> Orion Township    | <input type="checkbox"/> Pilot Mound Township | <input type="checkbox"/> Pleasant Grove Township |
| <input type="checkbox"/> Saratoga Township | <input type="checkbox"/> Sumner Township      | <input type="checkbox"/> Other:                  |

**Do you own property within the Chatfield School District that is taxed as agricultural land?**

- ☐ Yes      ☐ No

**Are you an employee of the Chatfield School District?**

- ☐ Yes      ☐ No

**Do your children attend school in the Chatfield School District?**

- ☐ Yes      ☐ No

**If you have school-aged children, what school(s) do they attend?** (Select all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> Chatfield Elementary School           | <input type="checkbox"/> Chatfield High School |
| <input type="checkbox"/> Public school outside of the District | <input type="checkbox"/> Private school        |
| <input type="checkbox"/> Homeschool                            | <input type="checkbox"/> Online/virtual school |
| <input type="checkbox"/> Other:                                |  |

**Communication**

Keeping the community informed about what is happening in our schools is important to us.

**How do you like to receive information regarding the Chatfield Public Schools?**

*(Select all that apply.)*

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> School Mailings               | <input type="checkbox"/> Email (parents/staff)        | <input type="checkbox"/> <i>Gopher Gazette</i> (fall only) |
| <input type="checkbox"/> District website              | <input type="checkbox"/> Text message (parents/staff) | <input type="checkbox"/> <i>Chatfield News</i>             |
| <input type="checkbox"/> Facebook                      | <input type="checkbox"/> Attend meetings              | <input type="checkbox"/> CCTV (school board meetings)      |
| <input type="checkbox"/> Voice Message (parents/staff) |   |  |

***Thank you for your participation. We sincerely value your time and feedback!***





## Chatfield Public Schools

### Community Survey Timeline

Schedule B	Task
Week of March 8	Kickoff Call
Week of March 22	First draft to district
Ongoing	Drafting continues
June 9, 2021	School board approves survey
June 10, 2021	All feedback to School Perceptions
June 14, 2021	Survey finalized
June 16, 2021	Survey to Print
June 17, 2021	Proof Approved
June 28, 2021	Pre-Survey Communication
June 30, 2021	Survey Emailed to Staff
July 7, 2021	Survey Hits Mailboxes*
July 7, 2021	Survey Emailed to Parents
July 14, 2021	Reminder email to staff and parents
July 22, 2021	Last chance reminder email to staff and parents
July 27, 2021	Survey Closes
August 4, 2021	Results Presentation to School Board
August 2021	Board Discussion and Levy Decision
August 2021	Board Adopts Question
August 20, 2021	Deadline to Certify Question
Ongoing	Pre-Referendum Communication
November 2, 2021	Election Day

*\*Please note that we cannot control the printer's production schedule nor the delivery schedule of the U.S. Post Office, so we cannot guarantee delivery of the survey on a specific day.*

# Chatfield High School

205 Union St. NE., Chatfield, MN 55923

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## *Code of Sport Ethics for Coaches, Advisors, and Volunteers*

*High school interscholastic sports are unique in their mission to provide educational opportunities for students through athletic programs sponsored by their schools. As a coach/advisor/volunteer, you carry the primary responsibility to teach students how to reason, make choices and understand the impact of their decisions on others. These opportunities to teach occur throughout your season. The students hear your words as you talk to them and their teammates. They see how you treat their opponents and observe your respect for the letter and spirit of the rules. The lessons you teach must be compatible with the educational mission of your school district. The lessons must: support and ensure fair play and honorable competition; treating people with dignity and respect; ensure equity, fairness, and justice; and promote activities which enhance healthy lifestyles. As a coach/advisor/volunteer, you are expected to model positive sport ethics based on the moral guides of justice, honesty, responsibility and beneficence/producing good. The following statements will help you review your responsibilities so the students under your care will have a full and fair opportunity to develop into healthy and responsible citizens.*

### *I understand*

- I understand and support the relationship of the sport/activity program to the academic mission of our school district.*
- I understand our district provides interscholastic activities so our student can learn to reason, make choices and understand the impact of their decisions on others through their participation in sports.*
- I understand the principles of justice, honesty, responsibility and beneficence/producing good and will incorporate them into my philosophy and actions.*
- I understand I must role model decisions and behaviors which teach students how to compete within the letter and spirit of the rules for our sport so that all competitors have the same fair chance for success.*
- I understand that thinking about what the right thing is to do is called moral reasoning and student athletes should learn how to morally reason through our sport.*



## **I will**

The following moral guides are drawn from the principles of justice, honesty, responsibility and beneficence/producing good. These principles will help coaches/advisors/volunteers decide which are the appropriate ends to pursue. They are reminders that the letter and spirit of the rules are meant for everybody and for the good of everyone alike.

**Justice:** fairness of treatment, opportunities, benefits, and policies; being impartial; having integrity

- I will model language and behavior that is non-biased and inclusive of individuals regardless of ethnicity, race, religion, sex, and disability.
- I will educate and sensitize myself to gender fairness and equity issues.
- I will intervene to let others know I will not tolerate ethnic, disability or sexist jokes, racial or religious slurs, or any action which demeans any individual or group.
- I will educate and sensitize myself to the cultural heritage and traditions of others.
- I will initiate actions which would prevent prejudice and discrimination against individuals or groups.

**Honesty:** being truthful and trustworthy in dealing with others; character; integrity; dealing fairly, obligated to follow the rules.

- I will be aware of my influence on the education of the students and will not place the value of winning above the teaching of ethical values.
- I will respect the students' responsibilities to their academics and other school, community, and family activities.
- I will model the moral value of honesty to my students and expect them to play within the spirit and intent of the rules.
- I will exhibit complete respect for and will observe the rules of our activity to ensure a positive contest and atmosphere for competition.
- I will be knowledgeable about the rules which govern the eligibility of our students and will apply them as intended.
- I will teach our students that it is always wrong to intentionally violate the rules to gain an advantage; that cheating denies their promise to follow the rules and destroys the positive activity contest.
- I will coach within the letter and spirit of the rules and will not engage in gamesmanship (pushing rules to the limit) or use unethical means to achieve my self-interests.
- I will work within the established process to change rules and policies.

**Responsibility:** being accountable for your actions; capable of determining one's own actions

- I will set an example of the highest ethical and moral conduct in all personal contact with the students, officials, school administration, media, and the public.
- I will keep the competitive nature of the activity in perspective by remembering the priorities of students are to learn new skills, be able to participate and have fun.
- I will coach the letter and spirit of the rules and will not use a strategy which includes intimidation and unethical conduct to gain an advantage. I understand such acts can lead to violent response when opponents believe such actions are unfair.
- I will recognize the positive performance of all deserving participants on our team, on the opposing team and officials.
- I will exhibit respect for contest officials and will not engage in any conduct which reflects disrespect for the officials or their decisions.



- *I will teach our students to accept officials' decisions and not to indicate any inappropriate displeasure, verbally or nonverbally.*
- *I will consider public criticism of officials or another team's coaches or students as unethical and will take steps to prevent such actions.*
- *I will demonstrate disapproval of and will take steps to prevent any acts intended to disrupt or detract from the performance of our opponents.*
- *I will exhibit ordinary courtesy and politeness.*

***Beneficence/Producing Good:*** *doing no harm, preventing harm, removing harm, and doing good; the act of giving to another above and beyond the requirement of rules; the act of civility*

- *I will treat all students with equal respect, helping each to develop their skills.*
- *I will be responsible at all times for my behavior.*
- *I will place the emotional and physical well being of our students ahead of any personal desire to win.*
- *I will provide positive instruction and refrain from put-downs, yelling and abusive statements, remembering that students learn from receiving positive support.*
- *I will use respectful language at all times and will not use profanity that is casual or directed at any individual; I will expect the same from students.*
- *I will discipline our students in a positive manner and will not use rigorous training activities as punishment for negative behaviors.*
- *I will never coach our participants to personally foul with the intent of injuring an opponent.*
- *I will differentiate between corrective discipline and punishment. I will not use physical actions, such as pushing or throwing objects, to discipline or exhibit displeasure.*
- *I will do my best to provide a safe practice and competitive environment for our students.*
- *I will do my best to organize practices and contests that are fun and challenging for all students.*
- *I will listen respectfully to concerns brought to my attention by parents/guardians of our students.*
- *I will take an active role in the prevention of alcohol, tobacco, steroid, and other drug use and will never indirectly or directly condone their use.*
- *I will model appropriate use of alcohol or other legal substances if I choose to use them.*
- *I will be sensitive to issues of body image and will respond to signs of eating disorders among my students.*
- *I will motivate with praise, not name-calling and will never use gender-based terms, racial or religious slurs or any other demeaning action to shame or discipline a player.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

## RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY

BE IT RESOLVED by the School board of Independent School District No. 227, State of Minnesota, as follows:

1. The period of filing affidavits of candidacy for the office of school board member of Independent School District No. 227 shall begin on July 27, 2021, and shall close on August 10, 2021. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 10, 2021.
2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT NO. 227  
CHATFIELD PUBLIC SCHOOLS  
STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 227 shall begin on July 27, 2021, and shall close at 5:00 o'clock p.m. on August 10, 2021.

The general election shall be held on Tuesday, November 2, 2021. At that election, one member will be elected to the School Board to fill a vacated term beginning January 3, 2022 and ending January 1, 2023.

Affidavits of Candidacy are available from the school district clerk, 205 Union St. N.E., Chatfield, MN 55923. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 10, 2021.

BY ORDER OF THE SCHOOL BOARD

/s/   
\_\_\_\_\_  
School District Clerk  
Chatfield Public Schools #0227  
June 9, 2021





## 2021-2022 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

**RESOLVED**, that the Governing Board of School District Number 0227, County of Minnesota, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

**FURTHER RESOLVED**, that the high school(s) listed below (name all high schools in the district):

**Chatfield High School** \_\_\_\_\_

(If more than four high schools, attach an additional list)

is/are authorized by this, the Governing Board of said school district or school to:

1. \_\_\_\_\_ Make new application for membership in the Minnesota State High School League;  
School Enrollment (9-12): \_\_\_\_\_  
OR;  
\_\_\_X\_\_\_ Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

**FURTHER RESOLVED**, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by this Governing Board.

***Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.***

*Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.*

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: \_\_\_\_\_  
(Clerk/Secretary - Local Governing Board)

Signed: \_\_\_\_\_  
(Superintendent or Head of School)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

District Office Address, City, Zip: **205 NE Union Street Chatfield MN 55923**

School Superintendent's Phone: **507-867-7110** \_\_\_\_\_

School Superintendent's Email: **eharris@chatfieldschools.com**

**This form must be completed and submitted to MSHSL NOT LATER THAN AUGUST 31, 2021  
Retain one copy for the school files.**



**2020-2021 RESOLUTION FOR MEMBERSHIP**  
**This page must be completed once for each school in the district.**

The following is taken from the MSHSL Constitution:

**208.00 LOCAL CONTROL**

**208.01 Designated School Representatives**

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

**One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.**

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

**208.02 Designated Activity Representatives**

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

**208.03 Local Advisory Committee**

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

**Please complete and return this form with your school's 2021-2022 Resolution for Membership. If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.**

CHATFIELD HIGH SCHOOL

\_\_\_\_\_  
Name of School (Please Print)

**208.01 VOTE ON BEHALF OF THE HIGH SCHOOL**

LANNY ISENSEE, BOARD CHAIR

(Designated School Board Member – please print)

ED HARRIS, SUPERINTENDENT

(Designated School Representative – please print)

Lannysensee@chatfieldschools.com

Email Address

eharris@chatfieldschools.com

Email Address

**208.02 ACTIVITY REPRESENTATIVES**

Dan Schindler

(Boys' Sports – please print)

Dan Schindler

(Girls' Sports – please print)

Dan Schindler

(Speech – please print)

Dan Schindler

(Music – please print)

**208.03 LOCAL ADVISORY COMMITTEE MEMBERS**

Katie Priebe, Board Vice Chair

(Board Member—please print)

Mason Clemens

(Student—please print)

Sara Sturgis

(Parent—please print)

Brian Baum

(Faculty Member—please print)

**Dan Schindler**

(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

**2021-2022 Budget Projection**

June 9, 2021

**Fund 01**

100 - Salaries &amp; Wages

200- Employee Benefits (Insurances, FICA, Retirement, Severance, Workerman's Compensation, Unemployment)

300- Purchased Services (Communication, Postage, Utility Services, Property Insurance, Repair &amp; maint., Transportation costs, Travel, Leases)

400- Supplies and Materials (Supplies, Textbooks, Fuel for Buildings)

500- Equipment

800 - Other Expenditures (Dues and Memberships, Real Estate Taxes, Entry Fees)

**Expenditures**

100 - Salaries & Wages	\$5,492,840.00
200- Employee Benefits	\$1,293,306.30
300- Purchased Services	\$1,790,063.00
400- Supplies and Materials	\$504,931.90
500 - Equipment	\$18,000.00
800 - Other Expenditures	\$64,531.20
900 - Other Financing Uses	\$25,000.00

*Total* **\$9,188,672.40**

**Change in Unassigned Fund Balance** **(\$392,436.40)**  
(unreserved /undesignated)

Long Term Facilities Management	\$109,422.83
Capital	\$50,000.00
Gifted & Talented	\$12,667.38
Staff Development	\$125,692.38
Student Activities (Fund 30 crosswalked to general)	\$61,305.00
other reserved/assigned	\$430,011.72

**Total Expenditures** **\$9,977,771.71**

**Change in Overall Fund Balance** **(\$260,170.66)**

**Revenues**

State Aid - Gen Ed, other	\$6,605,916.43
State Special Education Aid	\$816,651.38
Levy	\$1,051,015.34
Federal	\$139,189.17
Misc. Local	\$183,463.68

*Total* **\$8,796,236.00**

Long Term Facilities Management	\$81,411.49
Capital	\$213,470.92
Gifted & Talented	\$12,441.00
Staff Development	\$125,692.38
Student Activities (Fund 30 crosswalked)	\$70,305.00
other reserved/assigned	\$418,044.26

**Total Revenues** **\$9,717,601.05**

*Adjusted Avg Daily Membership used for projection*

Pre-K	4
HDK	6
KDG	55
1st - 3rd	177
4th - 6th	199
7th - 12th	<u>430</u>
	871

**2021-2022 Budget Projection**      June 9, 2021

**Fund 02 - Food Service**

Revenue                \$479,783.90  
Expenditures        \$464,946.95  
  
Net                     \$14,836.95

2020-2021 Meal Prices	
Elem Breakfast	\$1.70
HS Breakfast	\$1.90
Elementary Lunch	\$2.40
High School Lunch	\$2.60
Adult Lunch	\$4.05
Milk	\$0.50

2021-2022 Meal Prices	
Elem Breakfast	
HS Breakfast	
Elementary Lunch	
High School Lunch	
Adult Lunch	\$4.05
Milk	

**Fund 04 - Community Service**

	<u>Revenue</u>	<u>Expenditures</u>
Community Education 431	\$292,258.99	\$286,847.46
ECFE 432	\$49,813.19	\$50,648.68
Learning Readiness 444	\$246,542.44	\$237,884.91
EC Screening 464	\$2,880.00	\$2,030.45
Total	\$591,494.62	\$577,411.50

Net                     \$14,083.12

**Fund 07 - Debt Service**

This fund includes the payment of Alternative Facilities Bonds and Building Bonds.

Revenue                \$1,909,124.43  
Expenditures        \$1,865,825.00  
  
Net                     \$43,299.43

**Fund 08 - Trust Fund**

Revenue                \$8,500.00  
Expenditures        \$8,500.00  
  
Net                     \$0.00

**Fund 18 - Custodial Fund**

Different organizations award scholarships to graduating students each year. The money that passes through the district, with no district involvement in who receives the awards, nor in a trust, runs through Fund 18.

Revenue                \$1,000.00  
Expenditures        \$1,000.00  
  
Net                     \$0.00



Greetings,

My name is Jeremy McBroom. I am proposing to create a fundraiser for the boys basketball program. Right now our summer league costs for officials are \$900 for both JV and Varsity teams. We are also going to a one day tournament in La Crosse that will cost roughly \$225. My plan to fund these two activities is to have two separate golf tournaments this summer. They will consist of a two man best ball format. Each team will pay \$20 on top of their green fees and golf nine holes at our local golf course. Score cards will be turned in at the end of the round. 50% of the \$20 per team will go towards the boys basketball program and 50% will go back to the golfers as a payout. I talked to Mike Buss (head of clubhouse) and he is on board with everything. I plan to do one in early summer and one in early August. Golfers will have a 10 day window to complete their round of golf. This tournament is completely different than any others at our course and it shouldn't take away from the youth basketball tournament held in September.

Thanks for considering,

Jeremy McBroom  
Coachmcbroom@yahoo.com  
507-273-1583

