

OFFICIAL MINUTES

Chatfield Public Schools School Board ISD #227

Regular Board Meeting

Date | time 9/8/2021 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 May 5, 2021.

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

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

Approval of Agenda

Keefe/Harstad motion to approve the agenda with these additions:

ADD:

8. Consent Items

d. Approve new hire(s)

- vi. Kiley Baldner/Valleyland HS Assistant
- vii. Danielle Anderson/Valleyland Assistant Teacher
- viii. Nikki Lee/Valleyland Teacher
- ix. Lisa Kohlmeyer/0.75 FTE Payroll-Employee Coordinator
- x. Shea Jech/Valleyland HS Assistant
- xi. Annika Kirchner/Valleyland HS Assistant
- xii. Kayle Bernau/Valleyland HS Assistant
- xiii. John Slawson/Elem Custodian

h. Approve 2021-2022 Weight Room Coach: Greg Silha

11. Action Items

- c. Purchase of Service Agreement Transportation of Children & Youth in Foster Care Placement
- d. Combine Head Speech & Assistant Speech advisors to one share position of Co-Head Speech

Advisors

Motion carried 5-0

Approval of Claims & Accounts

Harstad motioned to approve claims and accounts as presented. Thompson seconded the motion. Motion carried 5-0

Reports

Keefe – HVED: HVED is moving to an empty building on Winona State campus. This is a good location as it is more centralized for the many districts they serve.

Isensee – Activities Committee: met this evening to discuss conduct of behavior with coaches and volunteers. The softball shed/concession stand is close to completion as is the new football storage shed.

Shane McBroom – Elementary Principal: Mr. McBroom welcomed new staff as well as thanking his staff for last minute staffing and classroom changes. The fall workshop days went very well. The elementary staff appreciates the early conferences with parents/students. McMahon agreed that this is time well spent as it allows everyone to get acquainted and ready for the first day of class. A complete copy of his report is attached.

Eric Nelson – High School Principal: School got off with a great first day. He thanked Mrs. Duxbury, Mrs. Carr, Mrs. Dudek and Mrs. Keefe for all their hard work on the schedule. We are still looking for a para at the High School. He thanked Angela Ellsworth for training the staff on how to appropriately respond to student behaviors. FFA is a top 3 chapter again this year. A complete copy of his report is attached.

Ed Harris - Superintendent: Updated the board with the COVID plan for 2021-2022. He will send out an email to families and staff weekly to keep everyone updated. Our enrollment is higher than expected this year. He reviewed the documents and policies up for board approval. A complete copy of his report is attached.

Approval of Consent Items

McMahon/Harstad motion to approve the Consent Items.

- a. Approve August 11, 2021 Meeting Minutes
- b. Approve Senior Class fundraiser: selling Homecoming apparel
- c. Approve Grades 7-11/Assistant Winter 2021-2022 Coaches
 - i. Girls Basketball: K Tollefson, M McMahon, R Kivimagi, J Thompson, K Ellringer
 - ii. Boys Basketball: M Davidson, D Nickelson, J Berhow
 - iii. Wrestling: C Curry, Z Curry
 - iv. Dance: D Maughan
- d. Approve the following new hires
 - i. Danielle Derleth/Elem Para
 - ii. Sarah Hopp/Elem Para
 - iii. Cheryl Newman/7th Grade Volleyball Coach
 - iv. Nikki Lee/HS Para
 - v. Sean Trewin/HS Special Education
 - vi. Kiley Baldner/Valleyland HS Assistant
 - vii. Danielle Anderson/Valleyland Assistant Teacher
 - viii. Nikki Lee/Valleyland Teacher
 - ix. Lisa Kohlmeyer/0.75 FTE Payroll-Employee Coordinator
 - x. Shea Jech/Valleyland HS Assistant
 - xi. Annika Kirchner/Valleyland HS Assistant
 - xii. Kayle Bernau/Valleyland HS Assistant
 - xiii. John Slawson/Elem Custodian

- e. Approve the following resignation
 - i. Brian Meyer/Elem Custodian
- f. Approve the following job posting
 - i. Elementary Custodian
- g. Approve 2021-2022 Weight Room Coach: Greg Silha

Motion carried 5-0

1st Reading of District Policies

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. 101.1 Name of School District
- b. 201 Legal Status of the School Board
- c. 609 Religion
- d. 701.1 Modification of School District Budget
- e. 702 Accounting

2nd Reading of District Policies

Thompson/McMahon motion to approve the following policies:

- a. 413 Harassment & Violence and Report Form
- b. 506 Student Discipline
- c. 514 Bullying Prohibition Policy
- d. 522 Student Sex Nondiscrimination

Motion carried 5-0

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

Action Items

- a. Harstad/Keefe motion to certify Projected Levy Payable 2022. Mr. Harris reminded the board by approving the maximum amount it will allow for changes to the final levy approval in December. Motion carried 5-0
- b. Member Josh Thompson introduced the following resolution:

RESOLUTION APPOINTING ELECTION JUDGES
AND ESTABLISHING ABSENTEE BALLOT BOARD

Member Tom Keefe motioned for its adoption The motion for the adoption of the foregoing resolution was duly seconded by Member Jill Harstad and upon vote being taken thereon the following voted in favor thereof: Isensee, Thompson, Keefe, Harstad, McMahon

And the following voted against: none

Whereupon said resolution was declared duly passed and adopted.

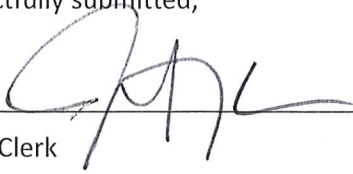
A complete copy of this resolution is attached or can be found at:

www.chatfieldschools.com/district/school-board
- c. Thompson/Keefe motion to approve the Purchase of Service Agreement Transportation of Children & Youth in Foster Care Placement. Motion carried 5-0
- d. McMahon/Keefe motion to combine Head Speech and Assistant Speech advisors to one shared position of Co-Head Speech Advisors. Motion carried 5-0

Adjournment

McMahon/Harstad motion to adjourn at 7:31pm. Motion carried 5-0

Respectfully submitted,

/s/  _____
Board Clerk

<https://www.evernote.com/shard/s265/sh/59264711-bfe9-db99-d0fd-0b33051a5aaf/cb82d3af42d49e1350064558b2e8949f>

School Year Preparation and First Day

Facilities

Workshop

Masks

COVID 19

Case and Quarantine Data Review

Chatfield News Correction

Plan Modification/Clarification

A expansion of the close contact/quarantine language in our school start plan was needed after evaluating the details of our first case. See page 3 of the document.

https://docs.google.com/document/d/1wL55IYLnGi_2IUvcA5kMnrwWDjAv-1x6QnTOC-qY79o/edit?usp=sharing

Enrollment

Our enrollment to start the school year is higher than expected. We are now over 900 students K-12 for the first time since 2016.

Facilities

Softball Shed Update

Football Storage Shed Update

Meetings and Resolutions

If School Board members review the resolutions beforehand, the resolution does not have to be read at the meeting. The motion can simply be "as presented" as long as there is a short explanation for the public as to what the resolution is for.

Referendum

Rapp Strategies (information update)

www.chatfieldstrong2021.org soft launch on September 17.

1st Reading of District Policies (Review Only)

101.1 Name of School District

No changes.

201 Legal Status of the School Board

No changes.

609 Religion

No changes.

701.1 Modification of School District Budget

No changes.

702 Accounting

No Changes.

2nd Reading of District Policies (Approval)

413 Harassment & Violence and Report Form

No Changes

506 Student Discipline

Minor Change. Section VIII Item H.

Removes community committee requirement.

514 Bullying Prohibition Policy

No changes.

522 Student Sex Nondiscrimination

No changes.

Action Items

11a. Certify Projected Levy for Payable 2022

The final levy will be approved in December.

The levy projection for approval is supposed to be posted by MDE next Wednesday.

11b. Resolution Appointing Election Judges

11.c Foster Care Transportation Agreement

This is a simple renewal agreement. Here is Mr. McBroom's explanation...

Attached is an agreement that we need to have for our Title One Application that is due on October 1st. This is an agreement that we have in place with Olmsted County in the event that we have Foster Children that are displaced from our district. Our goal in these situations is to be able to provide those children an opportunity to continue coming to school in Chatfield if possible. We can provide them transportation and have the County cover those expenses. The agreement is identical to years past except for the mileage rate for reimbursement and the names of board members that sign. I have been in contact with Mike Bernard and the rate per mile was increased to \$1.59 per mile up from \$1.47. This is reflected in the agreement.

If we can get this approved at the Wednesday Board meeting and signed, we can then send it to Olmsted County and they will sign to complete the process.

September 8, 2021

New Hires for 2021-2022

Danielle Derleth – Para
 Sarah Hopp – Para
 Anna DeHerder – LTS Kindergarten

Staffing Changes

In the last month we have seen an increase in our Kindergarten enrollments pushing us up to 70. We have made a switch to moving Bayli Henderson to a 4th section of Kindergarten. With the disruption to preschool over the last 2 years and feeling that 23 and 24 students in each kindergarten class is too much, this was a much-needed option.

Intervention Position – Currently we are without an intervention teacher. We are going to look at options in finding the support for our intervention students.

Enrollment

Based on last year’s enrollment we have seen a net increase of 10 students.

| Enrollment Comparison (2020-2021) vs (2021-2022) | | | |
|--|---------------------|---------------------|------------------------------|
| | 2020-21 6/3/2021 | 2021-22 9/3/2021 | Difference between cohort |
| K | 62 | 70 | 5 |
| 1 | 61 | 63 | 1 |
| 2 | 57 | 62 | 1 |
| 3 | 61 | 60 | 3 |
| 4 | 71 | 61 | 0 |
| 5 | 66 | 73 | 2 |
| 6 | 65 | 64 | -2 |
| | 443 | 453 | 10 |

**Outgoing 6th grade vs new K

Workshop

Our workshop days went very well. Staff had the opportunity to connect, welcome new team members, and to get prepared for the school year. A special thank you to our leaders that provided direction on PLC, Site, and Gopher Time. All staff received training on Trauma related to COVID from Angie Ellsworth from SSC. It’s exciting to see all of our staff back in the building.

Parent Teacher Student Conferences

We just completed out Parent/Teacher/Student Conferences. At the Elementary we appreciate the opportunity to use this time to assess our students, meet the families, get pictures taken, screen vision and hearing and to collect paperwork from our parents.

We look forward to seeing our students on Monday.

Thank you

Shane



Chatfield High School Board Report

September, 2021

First Day of School

On Tuesday we had a great start to the school year. There was a lot of enthusiasm by both students and staff. It was also a very clean start without any items of significant concern.

I highlighted the custodial staff for their efforts in preparing the school in my August report. Now it is necessary to offer kudos to the counseling and front office staff. They did a wonderful job over the summer preparing student schedules, staff schedules and facility plans. There were very few students requiring any kind of adjustment to their academic plans.

Our LINC will be used as a true student center this year. The multiple areas, breakout rooms, comfortable seating pods, and technology connections provide a wide range of options for our learners to access resource, but also to develop self-discipline and make good choices about their learning needs.

Staffing Update

We were able to hire Sean Trewin for our open special education position. The date of hire, due to our late resignation, put us into a situation that we are needing to wait for a release from Wabasha-Kellogg. Sean was with us throughout workshop week and will join us immediately after being released. In the meantime, we have Mary Allen covering for Sean. We are fortunate to have Mary as an option to put into the position on a temporary basis.

Professional Development

During workshop week our teachers participated in an excellent training to assist in responding to behaviors. Much of the training's focus was on strategies for interacting with students experiencing, or having experienced, trauma. This is a field of study that continues to receive a great deal of attention, which is great for assisting a unique population of learners. The presenter, Angela Ellsworth, was excellent. She was able to engage the whole staff despite the large number in attendance.

FFA

A number of our students were involved in showing animals at the MN State Fair over the past two weeks. As a group the Chatfield students performed very well and took 3rd place overall. I appreciate the efforts of our Ag teachers. They have top-notch instructional and co-curricular programs and represent our community well.

Fall Athletics

Our athletes have been competing for the past week and a half. Our numbers are outstanding:

Volleyball: 15 (MS)

47 (HS)

Cross Country 44 (Total)

Football 36 (MS)

66 (HS)



Reported September 8, 2021 – Eric Nelson

*RESOLUTION APPOINTING ELECTION JUDGES AND
ESTABLISHING ABSENTEE BALLOT BOARD*

WHEREAS, the Board has called a special election to be held on Tuesday, November 2, 2021, for the purpose of electing one (1) individual to fill a vacant seat on the School Board, the term of which shall expire on January 2, 2023; and for the purpose of holding a referendum on the question of renewing its expiring referendum revenue authorization; and

WHEREAS, pursuant to Minnesota Statutes, section 205A.10, subdivision 2, the Board must appoint election judges for each polling place in accordance with Minnesota Statutes, section 204B.21, subdivision 2;

WHEREAS, the Board must establish an absentee ballot board in accordance with Minnesota Statutes, section 203B.121, subdivision 1(a); and

WHEREAS, the Board must appoint election judges to deliver absentee ballots to hospital patients and residents of health care facilities in accordance with Minnesota Statutes, section 203B.11, subdivision 1.

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

1. The following individuals, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election:

HEAD ELECTION JUDGE: Lorri Lowrey

ELECTION JUDGES: Pam Bluhm, Beth Carlson, Debra Collem, Allan Dietz, Julie Elder, Ryan Eppen, William Fisher, Catherine French, Mario Gantan, Nancy Geihtbrock, Chris Giesen, James Gladis, Karl Gorzynski, Forrest Hayden, Kathryn Helwig, Brenda Johnson, Sue Kester, Eileen Klema, Mary Martin, Holly Martinka, John Martinka, Pamela Nelson, Nissa Peterson, Jean Odegarden, Charlotte Ryan, Michael Speck, Steve Strickler, Gina Tuohy, Margaret Walsh

2. The election judges shall act as clerks of election, count the ballots cast and submit the results to the Board for canvass in the manner provided by law for School District elections.

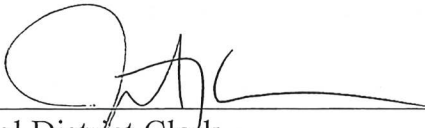
3. The District hereby establishes an absentee ballot board pursuant to Minnesota Statutes, section 203B.121, for the November 2, 2021, special election. The ballot board is authorized to carry out the duties of a ballot board pursuant to state law.

4. The ballot board may include deputy county auditors or deputy city clerks who have received training in the processing and counting of absentee ballots. The School District clerk shall ensure that each member of the ballot board is provided adequate training on the processing and counting of absentee ballots, including but not limited to instruction on accepting and rejecting absentee ballots, storage of absentee ballots, timelines and deadlines, the role of the ballot board, procedures for opening absentee ballot envelopes, procedures for counting absentee ballots, and procedures for reporting absentee ballot totals.

5. Members of the ballot board may be paid reasonable compensation for services rendered during the special election, except that additional compensation shall not be paid for ballot board duties to District staff already being compensated for the time spent on ballot board duties as part of the staff member's regular duties.

6. The School District clerk shall designate election judges to serve in the precincts and polling places designated by the District and shall designate election judges to deliver absentee ballots to hospital patients and residents of health care facilities, according to law.

BY ORDER OF THE SCHOOL BOARD
September 8, 2021

/s/ 

School District Clerk
Independent School District No. 227
(Chatfield Public Schools)
State of Minnesota