OFFICIAL MINUTES

APPROVED NOV 16 2022

Chatfield Public Schools School Board ISD #227

Regular Board Meeting

Date | time 10/14/2022 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 October 12, 2022.

Roll call was taken with these members present in-person: Isensee, Priebe, Harstad, Thompson, & Keefe. McMahon logged in via Zoom at 7:05pm. All present said the Pledge of Allegiance.

To view this meeting online: CCTV- Chatfield Public Schools (chatfieldschools.com)

Approval of Agenda

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

ADD:

8. Consent Items
    - d. New Hire(s)
        - ii. Robin Sullivan/ECSE Para
        - iii. MacKenzee Douglas/Valleyland Aide
        - iv. Bethany Kail/Elem SpEd Para
        - v. Megan Sprout/Elem Nurse Substitute
        - vi. Ed Copeman/HS Custodian
        - vii. Tanya Nelson/Gifted and Talented advisor
        - viii. Anna Olson/Math Wizards coach
    - e. Resignation(s)
        - iv. Brandy Royet/HS Custodian
    - f. Job Posting(s)
        - iii. Custodial Position
    - g. MSHSL Grant Resolution
    - h. MS Council Fundraiser: World's Finest Chocolate
10. 2nd Reading of District Policies
    - d. 524 Internet Acceptable Use & Safety Policy
11. Action Items
    - **a.** Increase the CHS Special Education Staffing level by 0.4FTE
    - **b.** Reduce the CHS paraprofessional services by two hours per day
    - **c.** Request to post for an Elementary/Early Childhood Special Education Teacher

Motion carried 5-0

Approval of Claims & Accounts

Harstad motioned to approve claims and accounts as presented. Keefe seconded the motion. Motion carried 6-0

Reports

Thompson/Keefe – Food Service Committee: met at 6pm this evening to touch base on promised improvements. The Food Service staff served us a very tasty dinner during our discussion time. So far things have been progressing well. Choices are better including the addition of a fresh salad bar. There will be a student survey forthcoming before the next time we meet in January 2023.

Lanny Isensee – sidewalk project: the electrician is coming next week to complete the heated sidewalk in front of the high school.

Isaac Erding & Brayden Fretland – Student Senate: summarized Homecoming events. It was a good week with great participation from staff and students.

Luann Klevan – Community Education: 5 new staff have joined the PK team. She is working with early childhood staff to write a grant focusing on Social Emotional Learning. Staffing is an issue with Valleyland since school has started limiting enrollment. ECFE classes began at the end of September. Early childhood screening went well in August. The next one will be in January. A complete copy of her report is attached.

Shane McBroom – Elementary Principal: Celebrated Homecoming along with the HS last week. Royalty read books and senior athletes put on a pepfest for the elementary students. This week is Fire Prevention week. Students are able to participate in a poster design contest. Parent Teacher conferences are next week. Officer Landorf started a new DARE program with our 1st graders. The preschool parking addition has created a much safer drop-off/pick-up process. A complete copy of his report is attached.

Eric Nelson – High School Principal: Most of our staffing positions have been filled. Homecoming was a success that included the unveiling of our Gopher mascot. We are in the process of recruiting students to serve both as the Gopher and its handler. We will handle the use of THC products the same as we do nicotine and alcohol on campus-meaning it is not allowed. The changes made to our instructional delivery have gone well so far. Our PLC teams are focusing on career and college readiness for our students. A complete copy of his report is attached.

Ed Harris - Superintendent: Enrollment is up by about 25-30 more students. He noted the policies that have changes/updates to them. The staffing changes to our SpEd programs in both buildings is due to increasing needs. We are aided by the state about 66% to help cover these needs. 20 trees were added to our site project. Our new food service director is putting a good effort in to making sure things are going well in the cafeteria. A complete copy of his report is attached.

Approval of Consent Items

McMahon/Thompson motion to approve the Consent Items.

- **a.** 09/14/2022 Minutes
- **b.** 2022-2023 Seniority List
- **c.** Spring 2023 Varsity Coaches
    - i. Paul Wagner – Golf
    - ii. Jerry Chase – Softball
    - iii. Jeff DeBuhr – Track and Field
    - iv. Brian Baum - Baseball
- **d.** New Hire(s)
    - v. Breanna Macleod/HS SpEd Para
    - vi. Robin Sullivan/ECSE Para
    - vii. MacKenzee Douglas/Valleyland Aide
    - viii. Bethany Kail/Elem SpEd Para
    - ix. Megan Sprout/Elem Nurse Substitute
- **e.** Resignation(s)
    - x. Adam Amundson/8th Grade Boys Basketball
    - xi. Josh Whalen/JH Baseball
    - xii. Emily Whitcomb/One Act Play
    - xiii. Brandy Royet/HS Custodian
- **f.** Job Posting(s)
    - xiv. 8th Grade Boys Basketball
    - xv. One Act Play Advisor
    - xvi. Custodial Position
- **g.** MSHSL Grant Resolution
- **h.** MS Council Fundraiser: World's Finest Chocolate

Motion carried 6-0.

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.** 410 Family & Medical Leave Policy
- **b.** 416 Drug & Alcohol Testing (policy & form)
- **c.** 417 Chemical Use & Abuse

2nd Reading of District Policies

Thompson/Harstad motion to approve the following policies:

- **a.** 208 Development of Policies
- **b.** 209 Code of Ethics
- **c.** 210 Conflict of Interest
- **d.** 524 Internet Acceptable Use & Safety Policy

Motion carried 6-0

All district policies can be found at: www.chatfieldschools.com/district/forms&policies

Action Items

a. Priebe/Harstad motion to approve the increase in HS SpEd staffing by 0.4FTE **AND**
b. To reduce HS para services by two hours per day. Keefe clarified that these changes can be reversed if the needs change. Mr. McBroom and Mr. Nelson feel these changes are needed due to increasing caseloads and the level of intensity of those caseloads. Mr. Harris reminded the board that MDE aides in the payments of SpEd services. Motion carried 6-0

c. Harstad/Keefe motion to approve the job posting for an Elementary or Early Childhood Special Education teacher. Mr. McBroom stated that this is a new position; no one has left. Motion carried 6-0

Adjournment

Members McMahon and Isensee encourage community members to step up to serve their community and school as write-ins for the upcoming election.

Harstad/Thompson motion to adjourn at 7:31pm. Motion carried 6-0

Respectfully submitted,

/s/_____

Board Clerk

SUPERINTENDENT'S REPORT 10/12/2022

https://www.evernote.com/shard/s265/sh/29882e15-8baa-55e6-e533-9a325044c04c/4a7ede9c50b64925082caad3c2c33ef3

Enrollment
The September count is 927. That is about 25-30 more students than last year at this same time.

The MSHSL Grant Resolution (consent agenda)
Grant application to reduce activity fees for students in need as indicated by F/R lunch status.

1st Reading of District Policies

410 Family and Medical Leave Policy
No changes.

416 Drug and Alcohol Testing
New content relating to cannibals products.

417 Chemical Use and Abuse
Quite a few changes. Mostly redefinitions.

2nd Reading of District Policies

208 Development of Policies
Adjusted annual policy review list. No significant changes.

209 Code of Ethics
No material changes.

210 Conflict of Interest
Increases employment wage cap from $8,000 to $20,000 for SB Members.

Internet Acceptable Use and Safety Policy
New content since the July review (Parent Notification of Providers). We are preparing for compliance.

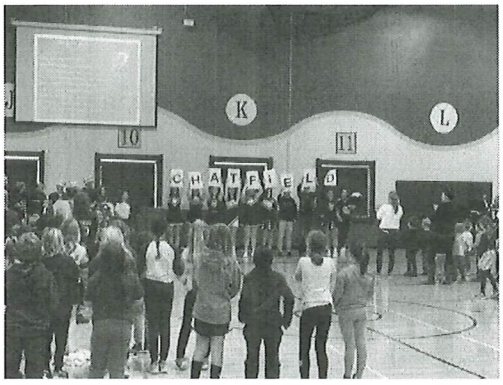
Action Items
HS/EL SPED Staffing
New SPED staffing aided at 66%. Net New Expense: $13,375
Note: The new custodial position will be about $5,700 budget savings which could be seen as an offset to the new SPED staff expense.

CHATFIELD ELEMENTARY REPORT TO THE SCHOOL BOARD

October 12, 2022

Greetings Chatfield School Board,

It's hard to believe we are already into October. At the elementary school we are excited about the start of the school year. Classrooms are getting into routines. Our students have completed their NWEA assessments and our Interventions are in full swing. Below are some additional updates for the Elementary School.



Homecoming

Last week was Homecoming. It felt like homecoming with dress up days and the pepfest on Friday. Our students did a great job. The band sounded great, Mrs. MacLeod and Mrs. Schleusner have done a great job prepping our students for the pep fest. We always appreciate getting the high schoolers to join us. The Royalty did some reading to our younger grades as well. It's neat seeing how much our students grow over time!

Fire Prevention Week

This week is Fire Prevention Week. We appreciate the partnership we have with our local Fire Department. Some of our Fire Fighters come to the school to meet with our students. Our students participate in the Fire Prevention Contest, and the Fire Department provides materials on fire prevention to our students.

Fall Parent Teacher Conferences

Parent Teacher Conferences are next week and we look forward to seeing all our families.

1st Grade DARE Lessons

Officer Landorf has been visiting on Wednesday's welcoming our students to school and now has started some DARE Lessons with our 1st Graders. Thank you to Officer Landorf for his work with our students.

Elementary Drop off and parking

We are very pleased with the addition of the PreK parking spaces. It has created a much safer process during the morning and afternoon drop off and pick up.

Shane McBroom – Elementary Principal

Chatfield High School Board Report

October, 2022

Staffing Updates

We are finally nearing the point where we have been able to fill each of our postings for the school year. Last week I was able to hire Tyler ~~Johnson~~ Nielson as a part-time business teacher for this year. He will be splitting the position with Todd Johnson, who has been on-board since late August. Tyler is a community member, District parent, and a small business owner. His application has been made for his license and we look forward to him joining our staff.

Our increase in numbers among our students receiving special education services has driven our case management numbers well above recommended levels. In the consent agenda there will be a recommendation to increase our CHS special education staffing by .4 FTE. Tom Moody will be switching part of his assignment to meet this need. Adam Hurley will backfill part of Tom's instructional time in the ALP. Adam's paraprofessional staffing will be reduced to offset his increase in teaching.

Homecoming Success

Our Homecoming festivities this past week provided a wonderful opportunity for students. Among the new elements for this year included the unveiling of our Gopher mascot. According to Connie Walker, the Chosen Valley / Chatfield Gopher does not have a name. At this point we do not see a need to name the gopher as anything other than "the Gopher." We have started the process of recruiting students to serve as both the Gopher and the Gopher's handler.

The Student Senate did a great job of planning events throughout the week. They also planned a wonderful pep fest that included a large number of the students from each of the grades.

At the Coronation the Homecoming Royalty included Queen Shea Jech and King Isaac Stevens.

Instructional Delivery Model Update

We are now at the mid-point of our first trimester. So far we have been very pleased with the changes that were put into place for this coming school year. Last week I met with staff before school and the teachers discussed how they have adapted to the new 66-minute course periods

and the 12-week trimester. Many of the teachers indicated a preference for this new time allocation. I heard that the 87-minute blocks and 43 –minute skinnies from the past were either too long or too short of a time to engage the students in meaningful activities. The trimester change also meant that teachers needed to reconsider their curricular selections. It is healthy to take a fresh look at courses every few years to identify the critical information and how to best teach to our standards.

The students are also responding well to the new time allocation. A number of students have shared with me that the day goes by very quickly and that the fewer transitions over the course of the day is appreciated. Last year we had bells constantly ringing for either the high school or middle school. The students have commented that they have found the halls busier during 7-12 transitions but not necessarily more difficult to navigate on time.

The ad hoc Scheduling and Logistics team that conducted the research and presented recommendations to the Board has now been disbanded. Recommendations and implementation of the new model is now coming from the work of our standing High School Leadership Team and the PLC Facilitators.

PLC Focus

Our PLC teams this year are focusing their action research on career and college readiness. This focus aligns perfectly with our other efforts to prepare our graduates for success after high school. Each PLC team will identify a year-long goal for their team. These goals will each have some connection to our career and college readiness efforts.

Our paraprofessional group is also engaging in PLC work for the first time. They will also be aligning their goal to readiness for our students.

Alligning our PLC work with our other objectives helps us direct our attention. We avoid trying to tackle a bunch of topics at only a surface level. Instead, staff see the connections between our professional development and the work that we are doing to help students.

Reported October 12, 2022 – Eric Nelson

COMMUNITY EDUCATION ADVISORY COUNCIL
Board Report – October 12, 2022

1) Program Updates
   a. Preschool
      i. 4 & 5 Year Old classes have one spot available. 3 & 4 Year Old classes have 4 spots available. Five new staff joined the preschool team – 2 teachers & 3 assistants. The new hires are doing a great job. Assessments have begun.
      ii. LuAnn is collaborating with early childhood staff to write a SMIF grant that focuses on Social Emotional Learning. She would like to find a community partner as well.

   b. Valleyland – Summer VL went well. The fall has presented us with staffing issues. We are particularly struggling with morning staffing.

   c. After School Enrichment – On-site afterschool classes begin in October. Returning classes include Afterhours with Ms. Jeanette (seasonal crafts) and canvas painting with Sunshine & Roses. Kids on Their Own will also be back in December. Looking for new opportunities – particularly STEM classes.

   d. Adult Enrichment – Enrollment for September classes was low. Had to cancel the Glass Art and Haunted Ireland classes. Fall Foraging Arrangements had enough to hold the class. Medicare class is a go.

   e. ECFE – Class began the end of September Still recruiting families for the class on Wednesdays, 8:00 a.m. All other classes are well attended.

   f. Early Childhood Screening - The first screening of the school year was in August. The response was much higher than our typical fall screening. There will be another screening on Tues., Oct. 11th.

2) Next Advisory Council meeting is November 22, 2022.