

OFFICIAL MINUTES

Chatfield Public Schools School Board ISD #227

Regular Board Meeting

Date | time 11/161/11/2023 7:00 PM | *Meeting called to order by* Superintendent Ed Harris

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 January 11, 2023.

Roll call was taken with these members present in-person: Priebe, Sovinski, Thompson, Harstad, Johnsrud & Keefe. All present said the Pledge of Allegiance.

Organizational Meeting

- a. Nominations for Board Offices
 - i. Superintendent Ed Harris called for nominations for Board Chair. Thompson & Harstad nominated Priebe. Superintendent Harris called twice more for nominations, hearing none, a roll call vote was taken to elect Katie Priebe as Board Chair. Motion carried 5-0
 - ii. Chair Priebe called for nominations for Board Vice Chair. Thompson nominated Keefe. Chair Priebe called twice more for nominations, hearing none, a roll call vote was taken to elect Tom Keefe as Board Vice Chair. Motion carried 5-0
 - iii. Chair Priebe called for nominations for Board Clerk. Keefe nominated Thompson. Chair Priebe called twice more for nominations, hearing none, a roll call vote was taken to elect Josh Thompson as Board Clerk. Motion carried 5-0
 - iv. Chair Priebe called for nominations for Board Treasurer. Keefe nominated Harstad. Chair Priebe called twice more for nominations, hearing none, a roll call vote was taken to elect Jill Harstad as Board Treasurer. Motion carried 5-0
- b. The board discussed committee reassignments. A complete list is attached.
- c. Each board member, admin and staff in attendance introduced themselves.

Approval of Agenda

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

ADD:

5. Organizational Meeting
 - c. School Board Member, Administration, Staff introductions

9. Consent Items
 - c. New Hires
 - ii. Zach Roline/Substitute Tech Coordinator

REMOVE:

8. Reports

c. Activities Director

Motion carried 6-0.

Approval of Claims & Accounts

Harstad/Thompson motion to approve them as presented. Motion carried 6-0

Reports

HVED – Tom Keefe: still having difficulty finding space for the SAIL program. He anticipates HVED asking their local school superintendents about helping with the financing.

Food Service – Thompson, Priebe, Keefe: meet this evening at 6pm to discuss progress with our food service company, Taher. The discussion led to feeling that things are definitely improving with both the food quality and personable interaction.

Student Senate – Olivia McBroom: They sold candy canes before Winter break and are planning to sell Valentine cookies to help fund the annual Snow Week festivities and dance.

LuAnn Klevan – Community Education Director/District Assessment Coordinator: The winter brochures for Comm Ed activities were mailed to all with a 55923 zip code. If you didn't get one they can be found online [Community Ed - Chatfield Public Schools \(chatfieldschools.com\)](http://chatfieldschools.com) or by contacting the Comm Ed at 507-867-4521. Parents may bring their littles and riding toys on Wednesday Hall walking days. The riding toys must be carried in so they are not transferring outside elements to our school floors. Valleyland has started to work on summer staffing. The number of students they can take depends on how many employees they have. Registration for preschool will begin in March. Winter enrichment classes will begin at the end of January. The elementary is NWEA testing. A complete copy of her report is attached.

Shane McBroom – Elementary Principal: congratulated our Spelling Bee winners: Audrey Springer/1st place; Evan Dammen/2nd place; and Melody Ward/Alternate. Teachers have put plans in place for eLearning at home in the event of another snow day. Math Wizards had a successful first meet last week. Drew Berhow place 10th in Individual Fact Computation and Truman Lueck placed 4th in other individual rounds. Tatum Jones and Kellen Johnson both placed 2nd in a free throw competition; Cael Sinn placed first and is moving on to compete in Mankato. A complete copy of his report is attached.

Eric Nelson – High School Principal: Chatfield students to participate in conference to support positivity and inclusion in interscholastic competition. There is interest in starting a Game Club. Esports is also a growing topic. Knowledge Bowl teams have been very successful this year. The Art Club had several students submit pieces for the Lanesboro Art Show. Peyton Ellis is one of four sub-section winners for the AAA award. A complete copy of his report is attached.

Ed Harris - Superintendent: our crisis management policy is complete. He met this afternoon with several support staff members to discuss needs, goals, and concerns. Taher, our food service staff, will be catering lunch on Friday January 20 for the staff workshop day. Mrs. Gathje approached him with a wellness opportunity for the staff – Zumba classes two days a week offered free to all staff. New members Sovinski and Johnsrud will meet with him soon to be introduced to our management tool. He reviewed the school board meeting calendar and CCTV annual payments. A complete copy of his report is attached.

Approval of Consent Items

Harstad/Keefe motion to approve the Consent Items.

- a. 12/14/2022 Minutes
- b. Spring 2023 Grades 7-11/Assistant Coaches
 - i. Baseball: Tom Bance
 - ii. Softball: Kirk Affeldt
 - iii. Track & Field: D Nickelson, S Schmaltz, B Storsveen, N DeBuhr, J Bradt, M Kammer, S Fox
- c. New Hires:
 - i. James McKay/4-6 Math Interventionist
 - ii. Zach Roline/Substitute Tech Coordinator

Motion carried 6-0

1st Reading of District Policies

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

- a. 708 Transportation of Nonpublic Students
- b. 709 Student Transportation Safety Policy

2nd Reading of District Policies

Harstad/Thompson motion to approve the following policies:

- a. 534 School Meals Policy
- b. 603 Curriculum Development
- c. 604 Instructional Development

Administration is meeting tomorrow to discuss the changes in 603 & 604. Motion carried 6-0

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

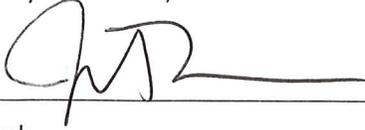
Action Items

- a. Sovinski/Harstad motion to approve the 2023 School Board meeting dates-2nd Wednesday each month at 7:00pm in the High School Forum Room. A question on if ZOOM is available for board members not available to attend in person. Mr. Harris clarified that yes it can be if we have three days' notice and you are in a public place. The calendar is attached or can be found online [School Board - Chatfield Public Schools \(chatfieldschools.com\)](https://www.chatfieldschools.com/school-board) Motion carried 6-0.
- b. Harstad/Keefe motion to approve the annual payments to the City of Chatfield: \$15,000 for CCTV & \$5,000 for streaming video. Motion carried 6-0.

Adjournment

Thompson/Johnsrud motion to adjourn at 7:58pm. Motion carried 6-0

Respectfully submitted,

/s/  _____

Board Clerk

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

These minutes can also be found online: [Meeting Minutes - Chatfield Public Schools \(chatfieldschools.com\)](https://www.chatfieldschools.com/MeetingMinutes-ChatfieldPublicSchools)
or by contacting the District Office.

SUPERINTENDENT'S REPORT 01/11/2023

<https://www.evernote.com/shard/s265/sh/23a56731-dbd3-a82e-7ffa-06720a316ee6/14a05703e1f204fd20667c5e4db7bb63>

School Board Organization

Officers

The superintendent will solicit nominations for SB Chair and conduct the vote. Once the new Chair is elect, he/she will take over the election of the other officers.

Committees

Reorganize committee membership
SB Meeting and Committee Calendar

Superintendent Report

Crisis Management Policy

Update complete after consult with county agencies who felt our plans were good. The entire plan is not posted as it contains tactical information that should be not be made generally available to the public. Safety committee meeting forthcoming.

Support Staff Communication Meetings (Supt Goal)

1st meeting: January 11 at 3:15

Food Service Review (Supt Goal)

Committee Report

1. Staffing
2. Student Survey
3. January 20 Staff Development Day

Financial Management

1. Introduce the management tool to new SB members.
1. 1 hour office meeting.
2. Consider late spring FF Committee meeting to review fiscal projections following the upcoming legislative session.

1st Reading of District Policies

708 Transportation of Nonpublic Students

Clarifies driver training requirements.

709 Student Transportation Safety Policy

Statutory reference updates.

2nd Reading of District Policies

534 School Meals Policy

No major changes.

Removes the alternate meal provision. This does not pertain to Chatfield.

603 Curriculum Development

No major changes.

Restates the participatory elements of curriculum development.

604 Instructional Development

Adds parental curriculum review provisions.

Action Items

2023 School Board Meeting Dates

Here is the draft 2023 meeting and committee schedule for SB consideration/approval.

Annual Payments to City of Chatfield

1. \$15,000 CCTV
 2. \$5,000 Streaming Video
- These are annual payments to support CCTV services for the school district.

Chatfield School Board Meeting Schedule

2023

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April						
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23	24	25	26	27	28	29
30						

May						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
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11	12	13	14	15	16	17
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July						
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						1
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23	24	25	26	27	28	29
30	31					

August						
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20	21	22	23	24	25	26
27	28	29	30	31		

September						
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October						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December						
S	M	T	W	T	F	S
					1	2
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

School Board Meetings

2nd Wednesday each month

6:00 pm Committee Meeting – HS Conference Room

7:00pm Monthly Meeting – HS Forum Room

Food Service Review – January, April

Facilities & Finance Committee – October

Superintendent Evaluation – July

Meet & Confer Committee – February, May, November

Activities Committee – March, June, August, September, December

Dates with Meeting Restrictions per MN Statutes 120A.42 & 645.44, Subd. 5

NOTE: May committee mtg – 7:30pm
AD & CE reports: Jan, June & October

May Monthly mtg – 8:00pm

June Committee mtg – 5:30pm & includes HC/CYA



Dates with Meeting Restrictions 2022-2023

December 31, 2021	New Year's Day Holiday	No school, no meetings
January 1, 2022	New Year's Day (Saturday)	No school, no meetings
January 17, 2022	*Martin Luther King, Jr.'s Birthday Observed	No meetings
February 1, 2022	Precinct Caucus Day	No meetings or activities
February 21, 2022	*Presidents' Day	No meetings
March 8, 2022	Township Election Day (if applicable)	No meetings or activities 6:00 p.m. - 8:00 p.m.
May 30, 2022	Memorial Day	No school, no meetings
July 4, 2022	Independence Day	No school, no meetings
August 9, 2022	Primary Election Day (if applicable)	No meetings or activities 6:00 p.m. - 8:00 p.m.
September 5, 2022	Labor Day	No school, no meetings
October 10, 2022	**Columbus Day Observed (Optional Holiday)	No meetings unless board determines this is not a school district holiday
November 8, 2022	Election Day	No meetings or activities 6:00 p.m. – 8:00 p.m.
November 11, 2022	*Veterans Day	No meetings
November 24, 2022	Thanksgiving Day	No school, no meetings
November 25, 2022	Day After Thanksgiving (Optional Holiday)	No meetings if this is a school district holiday
December 25, 2022	Christmas Day (Sunday)	No school, no meetings
December 26, 2022	Christmas Day Holiday	No school, no meetings
January 1, 2023	New Year's Day (Sunday)	No school, no meetings
January 2, 2023	New Year's Day Holiday	No school, no meetings
January 16, 2023	*Martin Luther King, Jr.'s Birthday Observed	No meetings
February 20, 2023	*Presidents' Day	No meetings
March 14, 2023	Township Election Day (if applicable)	No meetings or activities 6:00 p.m. - 8:00 p.m.
May 29, 2023	Memorial Day	No school, no meetings

2023 CHATFIELD SCHOOL BOARD COMMITTEES

COMMITTEE		Meeting Dates	2023 Board Members	Other Team Members
Activities	Mar 8, Jun 14, Aug 9, Sept 13, Dec 13	Katie Priebe & Dave Sovinski	HS Principal, Activities Director, Activity Assistant, Superintendent, Coaches	
Community Education Advisory Board	January 24, 2023	Jill Harstad & Mark Johnsrud	Community Ed Director, Joni Amundson, Brian Baum, Pam Bluhm, Julie Solga, Brad Bentley, Jeremiah Halloran, Lauren Hare	
Continuing Education	Meets periodically	Katie Priebe	Tracy Raaen, Shane McBroom, Kelly Reinecke, Melanie Murphy, Kirsten Johnston, Shannon Love, Kiya Virgin	
Employee Contracts	Meets during contract negotiation	Jill Harstad, Josh Thompson, Tom Keefe	Superintendent, CEA & Support Staff Representatives	
Facilities & Finance	11-Oct-23	Katie Priebe, Jill Harstad, Mark Johnsrud	Superintendent	
Food Service	Jan 11, Apr 12	Katie Priebe, Josh Thompson, Tom Keefe	Superintendent, HS & Elem Principals, Business Manager, Food Service Director, Taher Representatives	
Hiawatha Valled Education District	Meets monthly	Tom Keefe	HVED School District Members	
Joint Powers	Meets as needed with the City	Katie Priebe & Josh Thompson	City Council	
Legislative Liasion	Meets as needed	Katie Priebe & Jill Harstad		
Meet & Confer	Feb 8, May 10, Nov 8	Jill Harstad & Tom Keefe	Superintendent, CEA Representatives	
School Safety	Meets as needed	Josh Thompson & Dave Sovinski	Superintendent, HS & Elem Principals, HS & Elem Counselors, School Social Worker, Community Ed Director, Technology Director, Chief of Police	
Transportation Contracts	Meets during contract negotiation	Katie Priebe & Dave Sovinski	Superintendent, Bernard Bus	

COMMUNITY EDUCATION / DAC

Board Report – January 13, 2021

Valleyland – Sue Tangen is working on staffing for the summer. The maximum enrollment for the summer will be based on the number of staff employed. CE would like to thank Nathaniel Fox for his years of service to Valleyland and more recently preschool. Congratulations on his new position as an officer in Plainview.

Preschool - During the next six weeks CE will be determining the preschool schedule for 2023-24. Registration information will be distributed in March. New student registration will open March 27th. *Thank you to the Chatfield Firefighters for their donation of \$2655. The funds will be used to update our equipment and add items to enhance our classrooms.*

ECFE – Winter classes for ECFE begin the end of January. Saturday, Jan. 21st is the Bagels, Bears, & Books special event. Families may register online.

Youth Enrichment -- After school enrichment has been very successful this fall. Thank you to Jeanette Kappers. Her classes have become very popular this year. We are offering a new class, "Sewing Plush Toys" with Ruth Mikos.

Adult Enrichment – Pickleball is going strong. Story Theater began with a small group of volunteers last spring. The stories are read in character with simple costuming. The pilot group presented stories to Valleyland in May. This fall, our numbers increased. We presented stories to Prek-2nd grade. The students and readers had a great time. We will be starting the next Story Theater session Tues., Jan. 17th at 3:15 in the elementary library. New members are welcome. Be sure to check out the winter brochure for other enrichment opportunities.

Testing – Elementary is in the midst of NWEA testing. Thanks to the perseverance of Barb Sass, we have had a very smooth start, and do not foresee any difficulties ahead.

The Advisory Council will meet Tuesday, January 24, 6:00 p.m. at the Elementary School.

January 11, 2023

At Home Learning Days

Now that we have reached our 3 (4) day threshold for snow days, we are ready to implement our At Home Learning Days. Each of our grades and teachers have plans in place to best meet the needs of our students. We understand that at the elementary level, this can be a challenge for families but we are doing our best to make this a workable situation for all.

Math Wizards

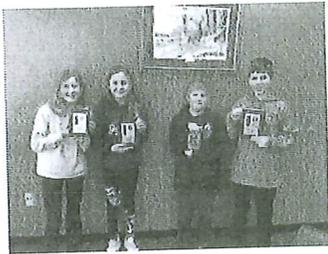


Our Math Wizards had their first meet last week and it was a successful day for our students. Notes from coach Ms. Nelson - Drew Berhow placed 10th for the individual fact computation round, and Truman Lueck placed 4th for the other individual rounds. The students were pumped about the experience and Ms. Nelson told them she would love to help them to improve, we can definitely work on these things if they want to come see me even for 5 minutes at recess.



50th Annual Elks Hoop Shoot

Chatfield Elementary students participated in the free throw competition as part of the phy ed class. We had about 131 students in grades 3-6 participate. We also had some luck at the Rochester Competition over the weekend. Tatum Jones placed 2nd, Kellen Johnson 2nd, and Cael Sinn is moving onto Mankato with a 1st place finish. Not pictured are Carter and Camden Giesecke.



NWEA Testing:

We have started our Winter Benchmark NWEA testing. We use the data to monitor our progress on standards as well as identifying students that may be needing additional support in our intervention program. I am proud of the effort that our students and staff put forth to show what they have learned.

Spelling Bee Grades 5-8

Congratulations to our Spelling Bee Contestants and thank you to our staff that coordinated the event.

1st Place – TBD – 1/11/22

2nd Place –

3rd Place –

Thank you,

Shane McBroom



Chatfield High School Board Report

January, 2023

Welcome

I want to welcome Mr. Johnsrud and Mr. Sovinski to the Board of Education. In my two years with Chatfield Schools I have greatly appreciated the support the Board has provided for our students, staff, and community. I look forward to serving those same folks along with both of you.

Chatfield students to participate in conference to support positivity and inclusion in interscholastic competition

A team of nine Chatfield High School students will be in the Cities on Friday January 13 to participate in a conference with 1,500 other students from around the State. The Together We Make a Difference initiative is an effort by the MSHSL and other leading educational groups in Minnesota to challenge intolerance and racially charged incidents that occasionally occur at school events. The Chatfield team of students includes 9-11 grade students that are leaders and have involvement in activities. The conferences places students and their ideas at the center of its plan. Ryan Eppen and I will be joining the students at the event.

Over the past two years I have received favorable comments from many visiting fans. Chatfield is viewed by our rivals as a safe and welcoming environment for visiting fans and athletes. We want to maintain that reputation and do whatever we can to make interscholastic competition possible for all students.

Student activities continue to grow and succeed

We are in the process of expanding our activities offerings to include a Game Club. Several students brought the idea to my attention and Josh Maricle-Roberts has agreed to serve as an advisor for this first year.

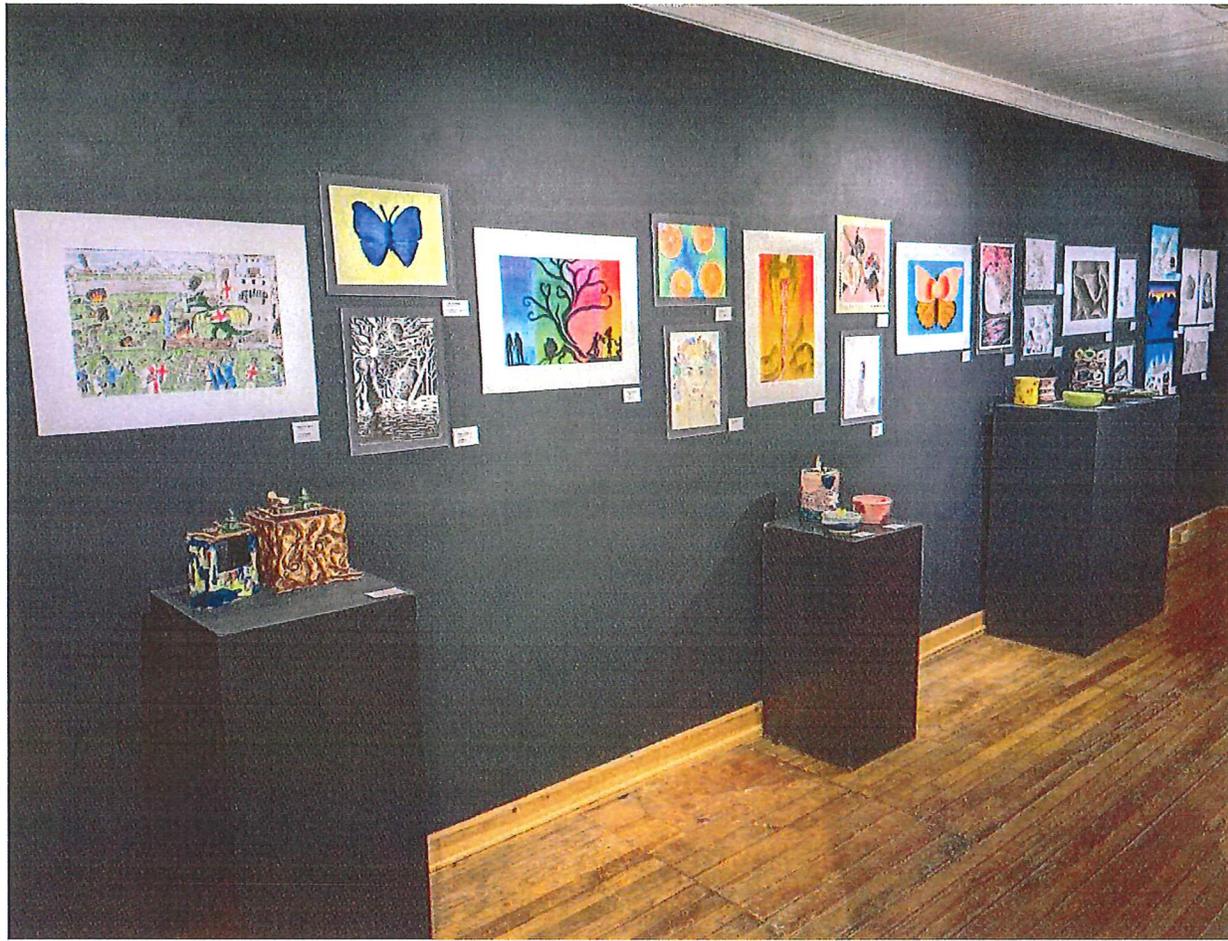
There has also been some interest in Esports by a few students. At the high school level, Esports are typically multi-player electronic games that are played between teams or individuals representing their schools. A huge percentage of our students participate in some sort of video gaming. An advantage of making it an activity is that it would allow some students that are not in the arts or athletics to be able to represent Chatfield High School. I will be asking

Dan Schindler to explore the topic and make a recommendation about the possibility of that as a new offering.

Participation in our Knowledge Bowl teams has continued to grow at both the middle and high school levels. Mrs. Hanson's teams have been very successful at the meets that are typically held in Rochester. In these competitions the students are asked to demonstrate knowledge in a wide range of topic areas.



The Art Club has seen its numbers grow significantly this year. Ms. Potter has a full studio of artists in her room whenever they hold a meeting / work session. Her club has about 45 students and includes both accomplished and newly interested artists. In December the Art Club held a fundraising silent auction to support their programming. They had a great turnout for the bake sale and silent auction. Like usual, the donations from our community made for an excellent auction. Eighteen of Ms. Potter's students submitted pieces for the Lanesboro Art Show. This show includes works from students in SE Minnesota. The gallery can be viewed at Lanesboro Arts through February 5th.



Peyton Ellis advances to Section Competition in AAA Award

Peyton Ellis (12), Chatfield's female AAA recipient has been named the winner of the sub-section competition. She is one of four sub-section winners from Section 1A. She has an excellent chance of moving forward due to her participation and success in speech, music, theater, dance, track, cross country, and volleyball. Peyton is also an exceptional student. The announcement of the Section 1A winner will be made in the next few weeks.

Go, Gophers!



Reported January 11, 2023 – Eric Nelson