

**Minutes**  
**ISD 877 Board of Education Workshop**  
Monday, November 9, 2020 at 4:30 PM  
Tatanka Elementary STEM School 703 - 8th St NE  
Buffalo, MN 55313

Present: Ken Ogden, Melissa Brings, Laurie Raymond, Sue Lee, Amanda Reineck  
Present Virtually: Bob Sansevere  
Absent: Dave Wilson

1. Tatanka Elementary STEM School Presentation Don Metzler, Principal  
Continuation of Second Step program focusing on classroom management by teachers using nonverbal communications – influence vs power.
2. 2020-21 Site Improvement Plans and Reflection on 2019-20 Plans, Scott Thielman, Superintendent  
Combined goals were presented last year. MCAs were cancelled last year and so those goals will stay in place for this year at each grade level and building accordingly.
3. 2020-21 Department Updates and Current Reality – completion of goals was not possible due to last spring and COVID-19.
  - A. Special Education, Amy Ernst, Director of Special Education  
Interpreting a lot of new information and guidelines in current environment. New IEP plans written for almost every student for student progress and accommodations in various learning models. Grateful for dedicated staff and willingness to adjust.  
  
Discussion: If secondary goes to DL could SPED students still attend school – yes, some options would be available. Same for going to Hybrid at elementary. There may be the possibility for students to continue beyond age 21 at PRIDE.
  - B. Community Education, Kim Carlson, Director of Community Education  
KidKare numbers are down 45% and down 29% for preschool. Can be due to parents working from home, older siblings at home, etc. Working with guidance for free daycare for TIER 1 parents. Concerns still with staffing and budget implications. Recovered \$57,000 from CARES funding from the state. Nine students doing School Readiness through Distance Learning. Early Childhood Screening is taking place. Drivers Ed has moved to Distance Learning.  
  
Discussion: Enrollment in KidKare could go either way with implementation of Hybrid at the elementary level. Homework time is already built in and having discussions about providing instruction for students. Outside groups sign agreements about wearing masks, etc. Warnings are given.
  - C. Technology, Mat Nelson, Director of Technology

Have been meeting the need for students who need devices, hot spots and helping with internet service. Technicians helping staff and families and main role is problem solving. Volume of help tickets has increased with giving access to families. Have distributed over 1000 chrome books as classrooms have gone into and out of quarantine along with those choosing Distance Learning.

Discussion: Might be about 20 families with issues with technology due to where they live. One accommodation is for teachers to record their presentation for student to access later.

D. Human Resources/Finance and Operations, Evan Ronken, Director of Human Resources/Gary Kawlewski, Director of Finance and Operations

Evan Ronken - Worked with staff regarding accommodations for COVID-19. Then had to determine staffing needs. Created position for a District Health and Safety Coordinator and filled that position. Created a Decision Tree for staff and families regarding isolation and quarantine. Education regarding appropriate wearing of masks and shields. New leave laws if related to COVID-19. Ongoing work with laws and executive orders.

Discussion: Not all teachers who are providing Distance Learning are doing so because of personal medical conditions.

Gary Kawlewski – challenge of spending CARES funds in a short amount of time, intentionally and according to the guidelines and deadlines. CRF funds deadline is December 15<sup>th</sup>. Enrollment numbers being down some 300 students will affect our next budget. Some language in the legislature to hold school districts harmless for decreased enrollment. Nutrition Services will continue to be a challenge as students may move into a more restrictive model and need meals at their homes.

Discussion: Meals for quarantined students being provided through curbside pickup. Distance Learning families can pick up on Fridays.

E. Teaching and Learning, Pam Miller, Director of Teaching and Learning

Collaboration is key during this time as things are constantly changing. Check-ins with principals. Getting people what they need. Providing music and phy-ed for elementary Distance Learning students. Appreciate additional funds available for needs due to learning models. Homeschool numbers are 442 students (218 are new this year), which is 193 families (95 new this year). 95% of work is educating new families on what they need to do and completion of paperwork. Many families were not aware of what was involved. PPD will need to go through some changes for funding in the future. No work is taking place with CCR 135 and Continuous Improvement Program. Equity and Culturally Relevant professional development needs to continue. Wolf Ridge is offering their staff to provide ideas for holding class outside of the school building.

F. Communications, Laura Lindquist, Communications Coordinator

Need to be flexible with daily schedule. Constant work with crafting messages so we inform our staff and families and avoid misinformation. District

newsletter, the *Insider*, will share more information with what a day at school looks like. Keeping current with StaffWeb as a resource for our staff and COVID-19 information on our district website for families. Developing a form for staff and families to report positive COVID testing instead of making phone calls.

4. Quarterly Investment Report, Gary Kawlewski, Director of Finance and Operations

Cash flow is in a good position for this year. Decreased enrollment could affect this along with a tax or aid shift. OPEB Trust is doing well.

5. 2020 Payable 2021 Tax Levy, Gary Kawlewski, Director of Finance and Operations

No changes since presentation in September. Tax impact should be less than last year due to change in market value. Truth in Taxation presentation will be made on December 14<sup>th</sup> and the Board will be asked to adopt the final levy at that time.

6. Other

MB – Safe Schools Committee

SL – WTC

Adjourned at 6:50 p.m.