

# Superintendent Report

School Board Meeting

July 20, 2020

## Our Mission

**Empowering students with knowledge and skills to succeed.**

## Our Vision

**To be the school district of choice, inspiring excellence in academics, arts, and activities.**

The Superintendent Report summarizes the communication with the Board of Education (BOE) throughout the month including the weekly District Status Report. In addition, the Report includes the building administrator reports as well as other information believed to be beneficial to the work of the BOE and school district. Detailed information for the items listed under the District Status Report Summary can be found within each weekly Status Report from the District's website. I appreciate feedback as to how we can improve the report. Thank you.

### 1. Principal Reports

### 2. Weekly District Status Report Summary from June 12, 19, and July 3 & 10.

#### A. Information, Communication, and Correspondence

- **News from Around the State and Beyond**

- [Schools face challenges planning student meals](#)

- [Union: Average school to need \\$1.2M more to reopen](#)

- [4 potential models for the next school year](#)

- [Strategies to support schools as they reopen](#)

- [Research: In-person teaching is most effective](#)

- [Teachers concerned about return to in-person learning](#)

- [Reopening schools: What knowledge can we rely upon?](#)

- [Guidance: U.S. pediatricians call for in-person school this fall](#)

- [Politics: Back to classrooms? Minnesota school administrators say they'll need more buses, mental health funding](#)

- [COVID-19: Social distancing on a school bus? Industry leaders in Minnesota explore options for a safe return](#)

- [6 ways to support students this fall](#)

- [This pandemic has us on edge, so be more mindful](#)

- **Construction Update**

- **Ash Avenue Property Update**

- **MSBA Zoom Webinar with Minnesota Secretary of State Steve Simon**

- **2020-2021 Staffing Plan Update**

- **Special School Board Meeting on Referendum Planning**

- **July 7 Special School Board Meeting on Referendum Planning**

- **MSBA 2020 Summer Seminar**

### 3. *Board & Administrator for Board Members Monthly Publication – June 2020 Reflection* - I have provided a brief reflection on a few of the articles from the June publication. I hope you have had an opportunity to read and reflect.

- [Lessons from a superintendent's departure](#) – The article shares a story of a superintendent's departure as the result of a controversial issue and decision surrounding the termination of an employee who then was elected to the school board.

- Follow this schedule for superintendent evaluation – The article outlines a recommended schedule and sequence of events for the annual evaluation of the superintendent’s performance. The sequence of events is very similar to our process and timelines including the board’s annual self-evaluation and goal setting that leads to setting work goals and objectives for the superintendent.
- Exercise helps board members describe budget priorities – The article outlines the importance for board members to know and understand the district’s budget process including expenses so that he/she can speak confidently and accurately about district finances with constituents. In the article, a California school board member offers an exercise that board members should be able to do that includes describing the district’s financial picture in three or four salient points.

4. **Construction Update** – Construction continues in both buildings according to schedule with the start of transitioning parts of each building back to the school district the week of August 17. This week, we also examined plans to complete limited tuck-pointing to each building. In addition, we are making plans to move forward with refurbishing the canopy entrance on the east side of the Elementary School. We anticipate the canopy work to be completed later in the fall as design work needs to be finalized followed by the ordering of materials along with scheduling the work.

Board members are welcome to visit both buildings to see the progress being made. Please contact the building principal or me in advance so that someone can meet you to escort you around. Keep up with some of the progress including photos by going to <https://www.nrheg.k12.mn.us/Page/3294>.

5. **Special Education Program Compliance Review Final Report** – See below the communication from MDE to Special Education Director Heather Harms regarding the review of our Special Education program.

*Dear Director Harms:*

*During this past year, a team from the Minnesota Department of Education (MDE) conducted a review of the special education programs in Nrheg School District 2168-01. The purpose of the MDE Review was to determine whether the local educational agency’s (LEA) current special education programs are conducted consistent with state and federal laws and rules. We appreciated the cooperation and assistance provided by your staff during the course of the review. Compliance reviews are intended to be positive learning experiences both for the LEA and for state department staff.*

*Enclosed is the Special Education Program Compliance Review Final Report. MDE has found the LEA to demonstrate full compliance. Therefore, no findings are being issued and no corrective action plan is required for Nrheg School District 2168-01. For ongoing technical assistance, the LEA is encouraged to contact its lead monitor, Melissa Janssen, 651-582-8712, [melissa.janssen@state.mn.us](mailto:melissa.janssen@state.mn.us). The administration and special education staff is commended for its commitment to providing compliant services to children with disabilities and their families. The Division of Compliance and Assistance appreciates the efforts that resulted in this exemplary outcome.*

6. **MSBA Webinar Series** – MSBA is offering its members a monthly webinar concerning a timely topic. There is no fee for MSBA members to participate in these webinars.

**“Title IX Sexual Harassment Rule Update”  
Noon Thursday, July 23, 2020**

This webinar will review the U.S. Department of Education’s Final Title IX sexual harassment regulations. **MSBA staff** will analyze the rule and discuss its impact on Minnesota’s K-12 schools

**When:** Noon Thursday, July 23, 2020

**Zoom Webinar Link:**

<https://us02web.zoom.us/j/83455468296?pwd=RWVtYUxyVkJKROWtSYzduS3FwVUhhGQT09>

**Webinar Password:** MSBA2020!

*Can’t attend this webinar live? MSBA will make a recording of this webinar available the following day.*

**Upcoming Schedule**

*Schedule and presenters subject to change*

**Thursday, August 20, 2020: Referendum Update**

- Bill Morris, President of the The Morris Leatherman Company
- Greg Abbott, MSBA Director of Communications and Marketing

**Thursday, September 17, 2020: Strategic Planning**

- Gail Gilman, MSBA Director of Strategic Planning and Board Leadership

**Thursday, October 15, 2020: Equity**

- Paula O’Loughlin, MSBA Associate Director of Board Development

**Thursday, November 19, 2020: Superintendent Evaluation**

- Barb Dorn, MSBA Director of Leadership Development and Executive Search

**Thursday, December 17, 2020: The Organizational Meeting**

- Katie Klanderud, MSBA Director of Board Development

**Thursday, January 21, 2021: Legislative Session Preview**

- Denise Dittrich, MSBA Director of Government Relations
- Kimberley Dunn Lewis, MSBA Associate Director of Government Relations

**Thursday, February 18, 2021: Interview with K-12 Education Committee Chairs**

- Kirk Schneidawind, MSBA Executive Director
- Denise Dittrich, MSBA Director of Government Relations
- Kimberley Dunn Lewis, MSBA Associate Director of Government Relations

**Thursday, March 18, 2021: The MSBA Insurance Trust**

- Gary Lee, MSBA Deputy Executive Director

- Tiffany Gustin, MSBA Associate Director of Management Services

**Thursday, April 15, 2021: Legal Issues**

- Terence Morrow, MSBA Director of Legal and Policy Services

**Thursday, May 20, 2021: Legislative Session Review**

- Denise Dittrich, MSBA Director of Government Relations
- Kimberley Dunn Lewis, MSBA Associate Director of Government Relations

**Thursday, June 17, 2021: New Superintendents and Board Chairs**

- Kirk Schneidawind, MSBA Executive Director

**Thursday, July 15, 2021: Back to School Hiring**

- Tiffany Gustin, MSBA Associate Director of Management Services

7. **MSBA 2020 Summer Seminar** – Let Sue or me know if you have interest in registering for the Summer Seminar.

MSBA is presenting its **2020 Summer Seminar, “Access and Inclusion Matters: Throughout COVID-19 and Beyond,”** in a virtual format!

**The Summer Seminar will be held remotely over three evenings:**

- 6 p.m. to 8 p.m. Wednesday, August 5, 2020
- 6 p.m. to 8 p.m. Wednesday, August 12, 2020
- 6 p.m. to 8 p.m. Wednesday, August 19, 2020

A recording of each Wednesday night session will be available for viewing the following Thursday at 9 a.m. The four breakout sessions on August 12 (see below) will also be recorded. The 6 p.m. and 7:05 p.m. breakout sessions will be available for viewing the next morning, Thursday, August 13, at 9 a.m. and 10:05 a.m., respectively.

**Summer Seminar fees:**

- Register by July 8 — \$225
- Register by July 29 — \$255
- Register after July 29 — \$285

**Summer Seminar Webpage:** [www.mnmsba.org/SummerSeminar](http://www.mnmsba.org/SummerSeminar)

8. **Planning for the 2020-2021 School Year** – Planning for the start of the school year continues as staff develop plans for each of the three scenarios outlined by the Minnesota Department of Education (MDE). The study committee consisting of teachers and principals have been meeting since June 24. Planning has also started with Transportation and Food Service as both departments are presented with challenges unique to each. Under the Hybrid scenario that continues to be our focus at this time given that it presents the greatest implementation challenges, a common guiding factor impacting classrooms, hallways, cafeterias, and school buses is the requirement that students must maintain 6’ distancing at all times. The Hybrid model requires us to schedule no more than 50% of our classroom and building capacities and maintain the distancing. For most of our classrooms and buses, the 6’ distancing requirement is the greatest restrictor resulting in scheduling no more than 12-15 students at

a time in most of our classrooms in both buildings. The distancing requirement also limits the number of students on our school buses to as few as 13.

While our focus right now is on developing the plan for implementing the Hybrid scenario, we will be developing plans for all three scenarios that also include the scenario of allowing all students to return “in-person” to the school buildings and the third scenario of requiring “distance learning” for all students. We need to have all three plans in place since it is possible that we need to be able to move quickly from one model to another model contingent upon conditions we are experiencing in a classroom, grade level, school building or across the school district.

Safety protocol in following all the recommended guidelines beginning with screening students and staff at the start of each day will be important under any scenario that students and staff are present in the school building. We will follow all Minnesota Department of Health (MDH) and Centers for Disease Control and Prevention (CDC) guidelines moving forward as directed by MDE and/or the Governor. Frequent washing/sanitizing of hands, maintaining distancing, staying home if ill, self-identifying if one is experiencing any of the identified COVID-19 symptoms, and wearing masks are all actions and expectations that will likely continue and be part of our plans and protocol. Final decisions regarding the wearing of masks will be made in the coming weeks.

Thank you to the staff who have been and continue to be engaged in developing our plans. Thank you to Mr. Anderson and Mr. Bunn for leading the planning for all three instructional models. At this time, MDE continues to target the week of July 27 when school districts will learn what scenario or model we will begin the school year under. We plan to present the three plans to the School Board at the August 17 School Board meeting for review and consideration of approval.

Below is a brief summary from Secondary Principal Dave Bunn regarding progress being made on the fall planning specific to the Secondary School planning. You can find Elementary Principal Doug Anderson’s summary in his report.

#### 2020-2021 School Year Planning Update from Dave Bunn

A group of four teachers has been meeting regularly to focus on the instructional plans if we return to school under the hybrid model. The objectives for the committee have been:

- Identify issues and barriers to consider in developing a hybrid instructional model
- Serve as an advisory committee to administration in the development implementation
- Assist administration with staff communication regarding the delivery model including seeking staff input

#### Hybrid Model Definition:

Hybrid learning defined – Hybrid is commonly used to describe classes in which some traditional face-to-face instruction has been replaced by distance learning activities. A hybrid class is designed to integrate face-to-face and distance learning activities so that they reinforce, complement, and elaborate on one another, instead of treating the online component as an add-on or duplicate of what is taught in the classroom. During classroom instruction time, students can be engaged in authentic, collaborative learning experiences. The distance learning components can include multimedia-enhanced content, learning practice, and channels for ongoing discussion. In some hybrid approaches, direct instruction that normally takes place in the classroom is “flipped” with intentional online learning tasks. Another method involves facilitating flipped, short mini-lessons for students to access online (asynchronously or synchronously).

To date, the Committee has held discussions and made plans for the areas listed below:

- Open House ideas
- Parent/Teacher Conference ideas
- Day One (First Day(s) of School)
  - Student Training Needs: Use of masks, water bottle use, entering/exiting the building, social distancing, cafeteria needs, distance learning, device transport, communication with the teacher during distance learning, screening, use of Schoology application
  - Paraprofessional support for students with in-person classes and distance learning
  - Student Attendance and the creation of an “A” and “B” list
  - Student Screening and PPE
  - Parents/Visitors/School Volunteers
  - Teacher Preparation Time
  - Playground-Recess Plans
  - Teacher Workshop Recommendations

Secondary Committee Members: Joanie Olson, Missy Dunn, Marc Kruger, Mark Domeier and Dave Bunn

Resource Committee Members: Secondary Custodial, Secondary Cafeteria, Office Administration

Thank you for all you do!  
Dale N. Carlson, Ph.D.