

# New Richland-Hartland-Ellendale-Geneva Public Schools

Independent School District No. 2168



## District Office

306 Ash Avenue South  
New Richland, MN 56072  
(507)465-3206  
Fax (507)465-8633  
Dale Carlson, Superintendent

## Secondary School

306 Ash Avenue South  
New Richland, MN 56072  
(507)465-3205  
Fax (507)465-8633  
David Bunn, Principal

## Elementary School

600 School Street  
Ellendale, MN 56026  
(507)684-3181  
Fax (507)684-2108  
Douglas Anderson, Principal

*Empowering students with knowledge and skills to succeed*

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Families:

We have made a few staffing adjustments with our Health Offices in our two school buildings so that health services continue for both students and staff especially during this challenging time due to the COVID-19 pandemic.

- School Nurse Carrie Petsinger will begin a leave of absence for the remainder of the school year. Mrs. Petsinger's primary building assignment is the Secondary School.
- The school district has hired an additional Health Office Assistant, Macayla Helgeson, who will start with us on Thursday, October 1. Her primary assignment will be the Secondary School but will also assist at the Elementary School as needed. Health Office Assistant Sandy Tollefson will continue on a part-time basis with her primary assignment at the Secondary School.
- School Nurse Donna Olson will continue to oversee the Elementary Health Office but will also respond to District-wide issues as needed. The school district has also hired a part-time Health Office Assistant, Crystal Studier, to help at the Elementary School.
- The school district is partnering with Steele County Public Health to provide remote nursing support as needed.
- Please don't hesitate to contact our Health Offices when you have questions.

**Elementary School Health Office -- 507-416-2105**

**Secondary School Health Office -- 507-417-2606**

Thank you.  
Dale Carlson