

**NRHEG PUBLIC SCHOOL ISD #2168**  
**BOARD OF EDUCATION REGULAR MEETING**  
**Wednesday, March 6, 2019, 5pm Board Room**

**MINUTES**

1. Call to Order: Meeting called to order by Chair, Rick Schultz. The School Board of Ind. School District #2168 met in special session on March 6, 2019 at 5:00PM.
  
3. Roll Call:  
Members present: Karen Flatness, Rich Mueller, Luke Routh, Travis Routh, Dan Schmidt, Rick Schultz and Superintendent, Dale Carlson. Absent: Neil Schlaak
  
4. **Approve Agenda:** Moved by Dan Schmidt, seconded by Rich Mueller to approve the agenda as presented. Motion carried 6-0.
  
5. **2018-2019 School Year Calendar Modification**
  - a. **Calendar Modification Options and Recommendations:** Moved by Travis Routh, seconded by Dan Schmidt to approve the Calendar Modification **Option A** as presented. Motion carried 6-0.

March 6, 2019

To: Board of Education (BOE)  
From: Superintendent Dale Carlson  
Re: 2018-2019 School Calendar Modification Options and Recommendation

The BOE is asked to consider approval of one of the following options for the purpose of addressing the cancelled student instruction time due to an unusually high number of school delays, cancellations, and early dismissals during the 2018-2019 school year resulting from inclement weather events.

As of March 6, we have lost about 43.3 hours of instructional time with students which equates to about seven (7) days based on a 6.1-hour instructional day. The 43.3 hours is in addition to the five (5) school days that buildings were closed and designated as Flexible Learning Days. Below is a summary of the required days and hours in which school has been cancelled.

- 165 days of instruction with a minimum of 935 hours for Elementary and 1,020 hours for Secondary required by the State of Minnesota
- Due to the cancelled instructional days and time, the current 2018-2019 school year calendar designates a total of 170 student instructional days and 1,005.2 hours of instruction without any modification to the calendar.
- We have experienced four (4) cancelled days beyond the five (5) flexible learning days; seven (7) 2-hour late starts; one (1) 3-hour dismissal; and one (1) 2-hour dismissal for a total of 43.3 hours (2,600 minutes)
- The 43.3 hours of missed instruction is about 14.8 hours (about 2.5 days) below the required 1,020 hours at the secondary level (Minimum hour and/or day State requirements may be adjusted in the coming days or weeks)

I have provided below three (3) options for the BOE's consideration. Most important is to recapture the instructional time lost for our students; however, none of the options recapture the full 43.3 hours. The goal of each option is to reschedule more than 50% of the cancelled time. Each option maintains 174 instructional days and reschedules about 26.4 hours of instructional time of the 43.3 cancelled hours or about 60%. The additional 26.4 hours exceeds the minimum hour requirement by about 11.6 hours or about two days; however, these options are focused on maximizing instructional time and not on meeting State requirements. A second goal is not to reschedule only one student instructional day in a week. The options below all schedule at least two instructional days during the week of June 3.

**Option A: Schedule regular student instructional days on March 25, April 18, June 3, June 4, and cancel the May 6 two-hour late start** – Highlights include:

- A tentative Memorandum of Understanding (MOU) has been reached with the teacher association to address March 25 which is designated as a "Teacher Planning Day." Teachers will work required time outside the regular work day between March 29 and April 1. The last day of the third quarter would be revised to Friday, March 29, with the first day of the fourth quarter scheduled for Monday, April 1.
- Approving Option A would include the approval of the MOU with the teacher association.

- Reschedule the planned April 18 “Teacher Professional Development” to June 5 with the 4<sup>th</sup> quarter “Teacher Planning Day” scheduled for June 6.
- March 25 and April 18 are currently non-work days for paraprofessionals, drivers, and some AFSCME members; however, administration believes full services will be provided on each day based on surveying employees.
- The last instructional day of June 4 is a 2-hour early dismissal as currently scheduled for May 31. Given that May 31 would now be a regular school day, the hour calculation would not change.
- Option A is the recommendation by administration. While it does not fully recognize the loss of instructional time, it preserves much of the time while also allowing some flexibility in addressing additional days that are delayed, cancelled, and/or dismissed early. One additional instructional day could be added to the week of June 3 and still allow teachers to hold their final planning day without going into the next week of June 10.

**6. Adjournment:** Moved by Dan Schmidt, seconded by Rich Mueller to adjourn the meeting. Motion carried 6-0. Meeting adjourned at 5:29PM.

Submitted by \_\_\_\_\_, Clerk  
Karen Flatness