

SPECIAL MEETING
HURON BOARD OF EDUCATION
INSTRUCTIONAL PLANNING CENTER
MARCH 17, 2020 – 5:30 p.m.

Roll Call: Garret Bischoff, President; and members, Tim Van Berkum, Craig Lee, David Wheeler, and Shelly Siemonsma. Superintendent Terry Nebelsick and Kelly Christopherson, Business Manager.

Bischoff called the meeting to order at 5:30 p.m.

Bischoff led the Pledge of Allegiance.

Motion by Wheeler, second by Lee, and unanimously carried to adopt the agenda as amended.

Community Input for Items not on the Agenda

None.

New Business

The purpose of the special meeting is to update the community on the plans for responding to the COVID-19 pandemic. The schools will remain closed March 23-27. The Governor will announce school closures on a week by week basis moving forward. The Superintendent read a report from each administrator. This is the report in its entirety.

Special Board Meeting Report
Coronavirus Update
March 17th, 2020
Superintendent Nebelsick

Board Members,

I submit the following information from each of our departments as we move forward with planning.

Kelly Christopherson – Business Manager:

The personal and financial well-being of all employees of the Huron School District is at the forefront right now. Currently we plan to continue to pay all regular employees according to the school calendar whether they are on active

duty or on stand-by at home. Our plan to do this was affirmed by the Governor's Office this afternoon as you know. At this time we do not have enough guidance from the State and Federal Government to know if we will making up this time we are missing or not. Hopefully we can sort all of this out in the coming weeks and provide the guidance to our employees that they are all seeking. The Huron School District plans to stand with our employees through this pandemic and do what we can to mitigate harm to our school family.

Linda Pietz – Curriculum & Instruction:

The curriculum office has been researching and providing links to free online opportunities for learning to the grade level buildings to assist with their educational plans. I am working with building principals to put learning resources on each building's web page linked which is directly linked to the district website for student use, and will also help deliver student materials to homes when needed. I am offering small group training possibilities for teachers who still need trained to proctor the state assessment.

Rodney Mittelstedt – ESL/Federal Program:

I have instructed ESL teachers to continue providing ESL services the best they can via distance means. The ESL Department has been brainstorming the most effective ways to continue ESL services, and each teacher is developing plans that best serve their students. Just as they share their distance education plans and student/family contact logs with their building principals, they are sharing them with me so I will be able to speak to the effect that we are delivering ESL services while students are at home. I have already received plans from three of the ESL teachers.

Mike and Jolene - HHS:

This week the high school teachers were asked to contact each of their homeroom students and create a plan for how they will provide instruction if the school closure goes beyond this week. Teachers have been in contact with Mr. Radke and Mrs. Konechne sharing their plans that range from using on-line resources like Google Classroom, Edmentum, I-excel, and My Homework, to mailing homework directly to students for the classes where that is appropriate. In some cases teachers will be recording their lessons and posting them on YouTube. For some Advanced CTE Classes Mrs. Konechne is exploring the possibility of providing those students with OSHA-10 training. Students who have their iPads should check their email for instructions beginning next week. Students who do not have access to an iPad should call the high school to discuss options with Mr. Radke and Mrs. Konechne.

Laura Willemsen - HMS:

We are coordinating with the curriculum office to update and improve communications through our school webpage.

Each teacher is being asked to prepare the attached document with their plan for providing services. These will then be made available through the district website. As we more clearly understand the scope of this crisis- we will evaluate our current system of delivery and make adjustments. Some teachers will be using Showbie to assign work and others are reaching out through email, webpages, Google classroom, and online textbooks. For subject areas with limited on-line resources, packets are being prepared for distribution.

Teacher plans of assurance are due to administration on Thursday, March 19th.

Teachers will record student/parent contact in communication logs that will be submitted when we return to school.

Thorough cleaning and sanitization of the building continues.

Continual communication is being provided to staff through email and text messages.

Beth Foss - Washington 4-5 Center:

All teachers are working with their PODs via e-mail creating on-line learning opportunities. PE and Music have created learning links as well.

The Assurance Sheet has been reviewed—questions-- and will be completed when all the learning activities have been documented.

I have received library links from our Library Aide.

Most of the teachers had sent packets home with their students on Friday, March 13 and are also working on packets for next week.

ESL teachers are working on ESL packets for their students as well.

Each teacher has starting contacting their parents. This also includes the music teacher, PE teacher, ESL Teachers, Orchestra and Band. If the teacher cannot reach the student by phone, e-mail or ClassDojo, a “Keeping in Touch” post card is being sent. The teachers are documenting their contacts via a Parent/Teacher Logs

We will continue to update the Washington 4-5 web page.

Heather Rozell – Madison 2-3:

We will be delivering instruction through individualized weekly packets.

Each teacher must create individual learning packets for each student in their classroom. The packets are available to pick up/ drop off on Monday by noon, but are available all throughout the week. Packets will be kept in individual teacher totes located outside the building and zip tied to the chain link fences. There will also be a tote for drop off or materials when completed. If not picked up, they will be mailed or delivered. Each child will have their own folder that within the tote. Nothing confidential will be kept in the folders.

Teachers are responsible for planning all materials, differentiating to meet the needs of each child, monitoring completion, understanding, and assessing the learning and adjusting for the next week.

Auxiliary services will have to include things-PE, Music, counselor & ESL. Teachers will also communicate with each child individually through notes or letters in the weekly packets. They are more than welcome to make individual calls as well. If packets are not returned, staff is expected to make calls home.

We will be posting all information on our Facebook page and sending to our parent list serv. We are working on creating a Facebook post/page with electronic resources.

Teachers may collaborate via email or in teams of 6 or less, following the social distancing recommendations.

We may call on 3 of our bilingual paras to make parent calls/contacts if needed. We will evaluate this process at the end of next see what we need to change.

Peggy Heinz – Buchanan K-1:

Kindergarten

Staff have been in all day working in their rooms.

They are working on e-learning opportunities for the students to put on Facebook and under the Curriculum page on the district website

They are also making take home packets - 3 different levels (low, medium, high)

Teachers are recording themselves reading books on YouTube then sending to the students via remind or class dojo or seesaw - (already had comments from parents that they have seen these and love them)

Teachers are making contact with students today by making phone calls, remind, class dojo, or seesaw

We have posted an e-learning opportunity on the website for both grades K/1 and working on updates now

Researching different apps that are free to send out to families

Working on ways to contact non-English speaking families (using older siblings if possible)

1st Grade

All staff had a conference call through Zoom Meeting (posted a picture on Buchanan Facebook)

Had a staff meeting including ESL, and SPED and discussed what we have currently and what we need to work on.

They worked together and have e-learning opportunities already posted under the Curriculum tab on the district website and Facebook.

They have created take home packets for those families that do not have internet. They are contacting students today via phone calls or through remind or class dojo.

They looked over the assurance sheet and discussed the 5 questions.

They are also working on ways to communicate with the non-English families and using older sibling if possible.

Also, looking into free apps for children to use as well.

ESL, SPED, PE, Nurse, Counselor, Music,

ESL have made some videos to post on website/Facebook.

ESL came up with some take home packets for both K/1- I have copied them and put them in my office.

ESL made game boards to be delivered to families if needed - these too will be in my office if we need to deliver them to families.

SPED was involved in all grade level works this morning.

SPED are working on IEP meetings/paperwork.

Nurse made videos and resources and are now posted on the district website and will be posted to Buchanan Facebook by Thursday.

Nurse also put some resources under her tab on the e-learning page.

Counselor made resources and animated book tabs under the e-learning site under the Curriculum tab on the district website which will be linked to the Buchanan Facebook page soon.

PE/Music are working on adding resources to their tabs as well.

Lori Wehlander – Our Home:

Our Home staff are creating lesson plans and preparing work for the students. The Our Home employees will be working with the students in the mornings to continue the current classes. Our Home teachers will continue to provide the lesson planning and prep work for the courses.

Our Home SPED goals for reading and writing are covered in the work that was provided. Students will also use laptops to work on IXL to address math goals.

A SPED shared drive (you have access to this shared drive) in Google was created to assist SPED and 504 case managers during the closure. Resources include current guidance from OCR, Dept. of Education, FERPA and National CASE. The shared drive has a working document that is updated daily as changes take place that outlines the role of the case manager during the school closure. Other resources include Language Link information, contact log and a draft of the letter I am preparing to send to all families of students with disabilities.

I also started a LiveBinder with resources for sped staff of online materials that may help them with planning for students during the coming weeks.
<http://www.livebinders.com/b/2643903>

I am working with staff to answer any questions and help them understand their role in the school closure. All staff are working hard to prepare and share a great concern for the students.

Kari Hinker – Colony Schools:

The colony teachers have created a packet of work for each colony student. These packets have been delivered to the students. The teachers will follow up with each parent on the progress of the work early next week. Teachers will continue to make contact and send home work through the duration of the school closure. The teachers have expressed that they would like to go ahead with their scheduled parent teacher conferences for next week and the week after, these are one on one meetings in the homes. I told them that is on hold, and that decision will be made as we continue to get guidance from the state.

Thank you.

Carol Tomkins:

Mobile Feeding Immediate Press Release

March 17, 2020

Huron Public Schools will begin a Mobile Feeding Program at lunch in response to Unexpected School Closures. We will offer a GRAB & GO bagged lunch at three sites in Huron beginning on Monday, March 23, 2020.

All children from 0-18 years of age are welcome to pick up FREE GRAB & GO lunch and please take them home to eat and keep extra in the refrigerator for the next lunch.

We want you to use Social Distancing in order to keep everyone as safe as possible and request keeping a safe distance from others when picking up your lunches. Six feet or more is recommended; please follow this protocol when picking up your lunches.

Lunches will be available to pick up ONLY on Mondays and Thursdays. Each GRAB & GO bagged lunch will have enough food for three full lunches.

Monday's GRAB & GO bag will contain the Monday, Tuesday, & Wednesday lunches.

Thursday's GRAB & GO bag will contain the Thursday, Friday, & Saturday lunches.

Pick up sites will be:

Head Start (Old McKinley School) 705 Dakota Ave. N
In the South parking lot from 11:45 am-12:15 pm only on Mondays & Thursdays

Madison 2-3 Center 1680 Idaho Ave. SE
In the North parking lot from 11:45 am-12:15 pm only on Mondays & Thursdays

Washington 4-5 Center 1451 McClellan Drive SW
In the North parking lot from 11:45 am-12:15 pm only on Mondays & Thursdays

Roger Ahlers:

The technology department is working to support teacher development of e-learning resources. In addition, the department has been updating the district website and Channel 6 with community information regarding the coronavirus and the district's plans as we move forward.

Kathie Bostrom, Transportation:

At Transportation, we are cleaning and disinfecting all of the buses and putting tape across the doors with the date written on it showing when the bus was totally clean and disinfected. This way we will know that no one has been inside the bus since then. Once complete, nobody is going inside of any of the buses until next Monday so that we are certain that they are disinfected and we have the added comfort of knowing that there has been plenty of time for any possible virus to die. I have also had full time staff cleaning and disinfecting our building. The interiors of our fleet vehicles are being cleaned and disinfected. Transportation is ready whenever our buses and fleet vehicles are needed.

Terry Rotert, Activities and Arena:

Arena custodians and I have been spraying high touch areas in the arena 2-3 times including hand railings, light switches, cabinets, door handles, bathrooms, custodial equipment and locker rooms. The carpets into the arena are in the process of being cleaned as well. We are also spraying and wiping down tables before and after each meeting in the IPC and hospitality room.

The Board also discussed State events for all our activities, National testing requirements, ACT testing, prom, graduation, and the end of the school year. All of these things are subject to Federal and/or State guidance and the COVID-19 pandemic. We hope to have answers in the coming weeks.

President Bischoff announced the school board will meet weekly to keep the community informed.

Motion by Van Berkum, second by Lee, and unanimously carried to adjourn at 6:30 p.m.

Garret Bischoff, President

Kelly Christopherson, Business Manager