

SPECIAL MEETING
HURON BOARD OF EDUCATION
INSTRUCTIONAL PLANNING CENTER
MARCH 23, 2020 – 5:30 p.m.

Roll Call: Garret Bischoff, President, and members: Tim Van Berkum, Shelly Siemonsma, David Wheeler, and Craig Lee. 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 Van Berkum, and unanimously carried to adopt the agenda. Roll call vote: Siemonsma – Yes; Lee – Yes; Wheeler – Yes; Van Berkum – Yes; and Bischoff – yes.

Dates to Remember – March 30 Board of Education Meeting. April 1 Early Release. April 10 Holiday Break – No School. April 13 Vacation Day – No School. April 14 Board of Education Meeting – (TUESDAY). April 27 Board of Education Meeting. May 6 Early Release. May 11 Board of Education Meeting.

Community Input for Items not on the Agenda

None.

Conflict Disclosure and Consideration of Waivers

None.

Motion by Lee, second by Wheeler, and unanimously carried to approve the consent agenda including the following items: (1) The hiring of Elise DeVries/Substitute Teacher - \$120 per day / Substitute Para-Educator - \$14.88 per hour; Eva Barnes/Food Service-Buchanan Lunch Server/\$14.09 per hour; Neil Poulisse/Substitute Bus Driver/\$25 per hour; and Walter Wagemann/Clean-Up Crew Worker/\$15 per hour. (2) Contracts for Lyndsay Scott/5th Grade Teacher – Washington 4/5 Center/\$46,932 per year; Michael Scott/Special Education Teacher – HMS/\$46,932 per year; Sandi Goltermann/Special Education Teacher – HHS/\$50,130 per year; Caitlin Ziegenbein/Special Education Teacher/\$44,369 per year; and Dania Lowe/3rd Grade Teacher – Madison 2/3 Center/\$44,369 per year. (3) The resignation of Lexi Miller/Special Education Para-Educator-HHS/3 months. (4) The bills for payment as presented (see attached listing). (5) Accept the variable price bid for milk

and dairy products for 2020-2021 from Avera Pace, the only bid received. (6) Accept the bid for food service prime vendor for 2020-2021 from Reinhart Food Service in the amount of \$532,792.59. One other bid in the amount of \$574,058.61 was received from Sysco. Cash-Wa's bid arrived late and was not opened. (7) An intent to apply for grant funding for School Nutrition by Carol Tompkins for a No Kid Hungry – COVID-19 grant. Details are still being worked out at the State level. Roll call vote: Siemonsma – Yes; Lee – Yes; Wheeler – Yes; Van Berkum – Yes; and Bischoff – yes.

Celebrate Successes in the District

Superintendent Nebelsick reported on the successes in the District.

Reports

- A. Classified Employee of the Month – Keith Molan, bus driver, detailer, and assistant mechanic at the Transportation Department, was recognized as the May 2020 Classified Employee of the Month.
- B. LAN Report – Tim Van Berkum gave a report on the 2020 Legislature.
- C. Superintendent's Report – Terry Nebelsick presented the Superintendent's report to the Board.

Old Business

Coronavirus Update
March 23, 2020
Superintendent Nebelsick

Board Members,

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

Peggy Heinz: We sent home packets for all K and 1st grade students. We also have an e-learning link on the District Website under Buchanan School. The link also has a tab for nurse, counselor, PE, Music, 1st grade, Kindergarten, ESL, Library, and on-line resources. We had a zoom meeting this morning with the entire Buchanan Staff to plan how to teach lessons to the students. Buchanan teachers will work in groups of 2 to 3 this week to video lessons on youtube for reading, math, science, and social studies and these will be linked to our website for students to access. We will coordinate the packets that go home with the lessons that are taught and have the students return the material to the school. We also will have assessment packets that will go home to be returned. To return packets, there will be a garbage can out front of the building. The garbage can will have a slit in the top for students

to return their homework. This is done for safety reasons. The staff will have another zoom meeting later in the week to review the expectations and to follow up with questions and progress on the lessons.

Teachers are also going to be delivering food backpacks on Friday to 172 children. Staff are also making contacts to families by phone calls, remind, class dojo, seesaw, or email weekly if not more than weekly.

Staff have already read stories and sent them out to families for the children to listen to. I will be trying this afternoon to video - tape the morning announcements and put on the Buchanan Facebook page daily.

ESL staff are working with the classroom teachers to add any other curriculum ideas or material if needed. SPED staff have sent packets home and will continue to do that and also having IEP meetings to meet all deadlines.

Heather Rozell: The Madison 2-3 Center-Individual learning packets were available to families today. They are available throughout the week. Packets are kept in individual teacher totes located outside the building and zip tied to the north chain link fence. There will also be a tote for drop off of materials when completed. Each child will have their own folder within the tote. Nothing confidential will be kept in the folders. Families were given the option to arrange a different method if they weren't comfortable with this system.

We will be assessing the response and adjusting the system as needed to meet student needs. Teachers will also be responsible for reaching out to families that have not picked the packet up throughout the week.

Teachers will be working on creating electronic documents and learning opportunities that will be delivered through our e-learning page. The teachers, principal and curriculum director will be working to consolidate resources and curriculum that can be accessed electronically.

Teachers will continue to make contact with their students weekly and keep a communication log. Teachers will submit weekly plans to the principal. IEP meetings will continue to be held through the Zoom platform.

Beth Foss: The Washington 4-5 Center —All learning packets went out on Friday for the 4th and 5th graders. To return the packets, there will be a garbage can out in front of the building labeled 4th and 5th. A garbage bag with a slit will be put over the top. This is for safety. These will be placed outside tomorrow. I met with my POD Leaders this morning utilizing ZOOM discussing several methods of on-line teaching and assessing. Methods such as Google Classroom, Teacher Websites, Class Dojo are being used. A Washington 4-5 Website creation is underway for the purpose for sites to be linked so the students only need to go to one area. Classes to learn about and create a Google Classroom will be taking place on Tuesday—9:00 and 11:00. From the meeting, the following will be taking

place—Zoom Meeting for all Washington staff to take place on Wednesday, March 25 at 10:00. All teachers will determine what students are not responding to the technology and will send packets. We will contact our ESL teachers to see if they are in contact with specific ESL students that have not been responding to emails, text or phone calls. I will write a letter that will be translated to all students on the importance of getting their work done. An assessment form is being created in order to assess what is being sent to students. This will help the staff reflect on what we are doing and what needs to be improved on.

Kari Hinker: Teachers at both Huron Colony and Riverside Colony will continue to make individual learning packets for every student. These packets will be delivered to the students. While teachers are delivering the packets, they will make contact with both the students and the parents. Student reading books and textbooks have also been delivered to the students.

Laura Willemsen: As of Friday, March 20th, the Huron Middle School district website has been updated to include links to all currently used platforms for delivering distance learning: Showbie, Zoom, Freckle, Khan Academy, Google Classroom, ThinkCentral, Epic, IXL, and online textbooks. Students are able to click on their grade level under the elearning tab and see each teacher's assignments, messages, and updates. Several of the platforms being used to assign work allow for teachers to monitor student progress while they are working. Some teachers also sent packets through the mail to students who requested them or required accommodations. We will continue to work through our programs and adjust as we learn what is working.

Teachers reached out to students through phone calls, Remind messages, and email. The initial phone calls were made to see how students were doing, learn whether students had access to internet and an elearning device (ie. iPad, computer, laptop). Students who needed internet services were assisted by teachers to sign up for the free internet services now available to school age children. Teachers will continue to make contact with their STRIPES students during distance learning. They are logging contacts and will submit them upon our return to school. Through the calls teachers are checking on progress academically as well as their emotional well-being.

Ms. Sieh, our counselor, is sharing, through her weblink, a number of resources students and parents can use to relax, refocus, deal with anxiety, depression, and coping with the current health crisis. She also shared quick links to community resources.

Mike Radke/JK: Last Thursday the parents of every high school student should have received a phone message asking parents to remind their children to check their email and the various apps teachers use to assign and collect homework starting today. Parents are encouraged to ask their children to show them what they are working on as they should have at least one assignment to complete for each class each week. Students who do not have an iPad should contact the high school for instructions. Additionally, if your child has not been contacted by their homeroom teacher, Mrs. Konechne, or a translator please have them

email their homeroom teacher today. The high school teachers met digitally last week using the Zoom app to discuss strategies for on-line learning and will continue to meet weekly.

Linda Pietz: The curriculum office is helping to prepare materials to be used during Emergency Childcare and help with the supervision of children during this time. We have created links on our school district website for each building to have hotlinks to learning materials and lessons. I am continuing to update staff with resources and materials to use for their eLearning and distance learning, and am working with the DOE on ideas for providing learning to students without access to devices and the internet. My office has also offered to help with the distribution of learning packets, Backpack Program lunches, and school breakfast and lunch.

Rodney Mittelstedt: Teachers in the ESL Department are working with general classroom teachers to deliver activity packets through the mail to their students. The ESL materials are intended to support language learning and to develop math skills. Whenever possible the ESL teachers are helping general classroom teachers in contacting the ELs to ensure they are connected with their teachers and the distance learning that is taking place.

Lori Wehlander: The Office of Special Services staff are continuing to contact all parents/guardians of children with disabilities who are receiving service on an IEP or a 504 plan. Case managers and Building Level 504 Coordinators are contacting all parents/guardians to discuss how services will be addressed during the school closure and documenting all decisions on a Parent Prior Written Notice. Discussion included addressing the limitations on delivery and how to ensure the format is equitable for each individual student. As of 3/23/2020 all IEP meetings have moved to Zoom or conference calls. Staff have stepped up to help each other move into this new format by providing resources and technology training to get everyone working to service all students.

School Psychologists and the Academic Evaluator have met to determine steps for current evaluations and future evaluations. Guidance has been provided for all staff. The School Psychologist and the Academic Evaluator are also serving in the role of liaison for staff that are on current medical leaves or need assistance moving to a distance learning format.

Staff have volunteered to help with the Emergency Childcare program and have prepared materials for all students. The materials directly relate to the goals and the services the child currently receives. This may occur through online distance learning or packets of materials.

Birth to Three services are continuing with the use of teleconferencing or Zoom video conferencing. Providers are currently contacting parents/guardians to discuss alternate ways to deliver services and hold meetings.

Our Home staff have been working to create materials for all the students at Our Home during the school closure. Students at Our Home continue to work on courses and learning activities to address the standards.

The staff have also collected materials over the past week to assist parents/guardians during the school closure. Items have been gathered at the following site. This site includes resources for different academic areas that parents can use.

<https://sites.google.com/k12.sd.us/officeofspecialservices-huron/home>

We understand that at this time parents/guardians are also learning how to work with their child. We will support you in any way we can and we acknowledge that parents/guardians should do what they can handle and if you are feeling overwhelmed to contact the case manager. Simple activities such as reading a book, working on math facts and interacting with your child in social communication activities are encouraged. We encourage you to spend time with your child to make sure they feel safe and talk to them about any anxiety or fears they may have.

Roger Ahlers: The Technology Department continues to support administrators, teachers and students as we get started on distance learning. We've been getting apps deployed, devices sent out and fix issues for everyone as soon as we can. We will be supporting getting current information out to the public by updating Channel 6 and the website throughout this difficult time.

Terry Rotert: I have Reedy and Charlie on a staggered schedule. Reedy comes in at 6:30 am to clean before the rest of Central Administration arrives at 7:30 am. Charlie is coming in at 8:00 am and will stay until 5:00 or longer to clean after everyone has left the building. I am on call and will run to help out as needed.

Rex Sawvell: All building Custodians are continuing to clean and sanitize on a daily basis. Our chemical company representative is on site today providing training on the use of a new disinfecting chemical we obtained from 3M. Building Custodians have begun doing "summer cleaning" which entails breaking down the classrooms and shampooing carpets and deep cleaning.

The Middle School Custodians will operate on split shifts so a Custodian will be available all day as well as someone to clean and disinfect the 6th grade area after all childcare children have left for the day.

Kathie Bostrom: Transportation is starting the bus and vehicle cleaning that we usually do in the summer. We are also making arrangements with volunteer bus drivers for the emergency childcare service that is being offered. We will continue to prepare for school reopening as well as getting ready for the 2020-2021 school year as much as we can during this break in action. And of course the disinfecting and cleaning is on going.

Carol Tompkins: Served 137 at Madison, served 49 at Head Start (we were late here), Washington served 85 (we were late here too).

(TN note: The number of meals is triple because this was 3 days' worth of food. So about 900 meals served today.)

Having trouble getting items we need already...worried.

We will use some volunteers to help tomorrow and see how that goes and will also pre bag items to making pack day faster and smoother now that we know.

We are also going to try drive-thru service at all 4 locations and have plan for that as well.

Thanks for your patience, we are working on it all.

Kelly Christopherson: 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. During this emergency shutdown we have seen people's concern for their paychecks weighing heavily on their minds and we continue to reassure them as best as we can.

We have spent the past week scrambling to establish an Emergency Child Care Center for healthcare workers and others responding to this emergency. We have also begun a mobile feeding program.

We anxiously await the Legislature's last day scheduled for March 30. There are concerns about how this pandemic is affecting the State's revenue which in turn affects state aid to schools.

The construction company working on the High School and Middle School continues work and has instructed its workers on COVID-19 precautions. Our next construction progress meeting is scheduled for March 31.

New Business

Motion by Lee, second by Siemonsma, and unanimously carried to approve membership in the South Dakota High School Activities Association for the 2020-2021 school year. Roll call vote: Siemonsma – Yes; Lee – Yes; Wheeler – Yes; Van Berkum – Yes; and Bischoff – yes.

Motion by Van Berkum, second by Lee, and unanimously carried to enter into executive session at 6:28 p.m. pursuant to SDCL 1-25-2 Executive or closed meetings may be held for the sole purposes of: (4) Preparing for contract negotiations or negotiating with employees or employee representatives. Roll call vote: Siemonsma – Yes; Lee – Yes; Wheeler – Yes; Van Berkum – Yes; and Bischoff – yes.

President Bischoff declared the Board out of executive session at 6:44 p.m.

Motion by Siemonsma, second by Lee, and unanimously approved to adjourn at 6:44 p.m.
Roll call vote: Siemonsma – Yes; Lee – Yes; Wheeler – Yes; Van Berkum – Yes; and
Bischoff – yes.

Garret Bischoff, President

Kelly Christopherson, Business Manager