

Red Wing Public Schools
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Red Wing, MN 55066

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School Board Meeting Agenda Item

Topic: Administrative Reports (Updated)
Contact(s):
Presenter(s): Karsten Anderson, Superintendent

Nature of Action Requested by Board

Board action ☐
Board information or scheduled report ☒

Background Information

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| Jefferson Building | <p>A group of community stakeholders submitted a Letter of Intent to Submit a Proposal to use the Jefferson Building. This letter is included as an attachment.</p> <p>Another person/entity expressed interest in purchasing the Jefferson School site.</p> <p>The Superintendent met with representatives of the City. The City would like to preserve the park at the Jefferson site and is will to explore ways to ensure the parkland is preserved for use by community members.</p> <p>Federal and State legislation may include resources for expanded preschool programming. If this occurs, the district will likely need classrooms in addition to what the Colvill Family Center provides. The Jefferson Building could be part of that solution.</p> |
| Bussing and Highway 58 | <p>There were parent requests for transportation between areas close to downtown and the high school because students walk on the shoulder of Highway 58. The transportation router and bus company eventually made the necessary arrangements. Students receiving services in the area walk to existing bus stops on the same side of Hwy 58.</p> |

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| Intersection at Highway 58 and Pioneer Road | In September, a driver of a vehicle hit a student who was crossing the highway after school. A paraprofessional accepted extra hours so the crossing button is pressed when individuals cross the road during designated times. The City is also working on securing funding for a safety study and engaging an engineering consultant; this work will involve meetings between the City, MnDOT, and School District. |
| Transportation in Wacouta | <p>There have been questions raised about transportation services in Wacouta. After providing service to a family for two years, the bus router and First Student started the year without transportation services because of concerns with parked cars in the turnabout and on the road.</p> <p>Several discussions have recently taken place about this issue. The bus manager is working on a plan to provide a short bus or van to the area, the Superintendent met with a township board member and others, the town board is reviewing options on changes to the road and turnabout, and First Student invited its Regional Safety Coordinator to review.</p> |
| Storage for Toys for Tots | Toys for Tots requested use of Jefferson School for storage purposes for the remainder of this school year. District office staff are reviewing the request to determine how much, if anything, should be charged for use of Jefferson |
| Communications Update | <p>Recent updates from the Communications Department:</p> <ul style="list-style-type: none"> • Jill Rivard led an effort to revamp the district's homepage. Jill is correcting previous links that did not transfer over. • Working with the COVID Response Team, a Frequently Asked Questions sheet was shared on the website. • A district social media policy was developed and presented to the board. • The Communications Manager worked with others to solicit parents to complete a Student Technology Access Survey as required by the State. • The district is transitioning away from using Unleashed Consultants because duties can be completed internally. • The Smore program is now used for building and district newsletters. This enables users to share content, cross-edit, use uniform standards, encourage interactivity, and access analytics. • The School Messenger program is now used to send weekly news messages to all families, not just those signed up for the newsletter. • Board agendas have been added to YouTube meeting videos. |

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| <p>Change of Color for Varsity Letters</p> | <p>Paul Hartmann reported the following:</p> <p>For many years, Red Wing High School gave out purple and white chenille letters to our varsity athletic letter winners. Sometime in the 1980s, this transitioned to cream and navy letters. Carlson's Sports in Red Wing, then transitioned to offering navy letter jackets for individuals. Traditionally, these letters were given to first time letter winners. Multiple letter winners received certificates and will continue to do so.</p> <p>Following a few months of research and feedback, Red Wing High School Activities is transitioning back to purple and white chenille letters, to be given to our first time letter winners.</p> <p>If you have received a letter in the past (cream/white) and would like to obtain a new purple and white letter, they will be available for purchase from the Activities Office for \$5. To purchase, please stop into our Activities office, located in the High School, between the hours of 8:00 a.m. and 4:00 p.m. (exact change OR credit card only).</p> <p>Moving forward, all new letter winners will receive purple and white letters.</p> <p>There are many options for how to best “display” these letters. Traditionally, a letter jacket has been purchased by some, but there are other options including framing, shadow boxes, backpacks, etc.</p> <p>Contact Paul Hartmann if you have any questions.</p> |
| <p>Question about Class Sizes and Substitutes</p> | <p>A board member asked which principal is requesting more support to address class sizes and substitutes.</p> <p>Multiple principals requested changes to assignments such as overloads at the high school and small adjustments to the number of work hours for specified paraprofessionals.</p> <p>I do not believe there were formal requests to add classroom teachers and substitutes, but all principals expressed the need to hire more permanent substitutes and there have been discussions about class sizes at each of the schools.</p> |
| <p>Class Sizes</p> | <p>Jackie changed the district's ESSER application to include more classroom teachers. If approved, this will allow the district to hire an additional elementary teacher and five secondary teachers beginning second semester for the remainder of the school year.</p> <p>Principal Nemanich will develop a comprehensive review of class sizes at RWHS by November 8th so the topic can be added to the agenda on November 15th.</p> |

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| Possible Security Grant | <p>A district employee inquired into the possibility of securing a grant that would provide security cameras tied directly into the County Sheriff's office and/or Red Wing Police Department for use during emergencies.</p> <p>The district has not approved any such grant but will explore the possibility in November/December. Possible concerns relate to privacy rights and other legalities.</p> |
| Twin Bluff Playground | <p>The traditional playground was installed during the week of October 11th. As of October 12th, a concrete slab and fence are needed in the area.</p> |
| Reporting of leave time | <p>A board member recently asked about how the Superintendent and other administrators report leaves. Like other employees, the Superintendent's leaves (such as vacation and sick leave) are recorded in the online leave reporting system. Leaves for other administrators are recorded similarly; for those without vacation because they work 230 or 240 duty days, days not recorded in the office are recorded as non-duty days.</p> |
| Compensatory Time | <p>Questions were posed by a board member about the use of compensatory time. Jackie provided the following:</p> <p>There is no formal board approved policy on comp time.</p> <p>If an employee is exempt from overtime (administrators, teachers, and other professional staff) we allow them to "flex" their days at the discretion of their supervisor. Joni Gorman is a good example of this. She's on a teacher contract, but with COVID we have needed her to work days that are not on the teachers calendar and she then comps or flexes time to take a day off at another time.</p> <p>If an employee is eligible for overtime (custodians, food service, paraprofessionals, majority of office staff) we allow supervisors discretion to allow their employees to flex their hours if they can complete their normal schedule in the same work week. So if the employee worked it out with his/her supervisor, an employee, for example, may leave an hour early one day to go to a doctor's appointment but makes up hours elsewhere during that week (such as coming in early or staying late). Or, on the other side of this, an employee works 4 - 10 hour days to complete a project or meet a deadline and then takes Friday off.</p> |

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| | <p>The issue that came up a few years ago was with the employees eligible for overtime, we had staff working overtime and then using it as comp time for an extra vacation day. Our practice at the time was not in line with Department of Labor regulations so we stopped that practice. If an employee works overtime and is eligible for overtime pay it is paid out in the period in which it is earned.</p> |
| Remote Working Expectations | <p>A board member asked about the criteria for allowing employees to work remotely. The Human Resources Manager will develop criteria to ensure work responsibilities are effectively met.</p> |
| Elementary Wonders Curriculum | <p>A board member made inquiries into our English-Language Arts curriculum at the elementary level. Teachers and administrators are expected to implement the board-approved Wonders curriculum. Building leaders and the Director of Teaching and Learning met with Kindergarten and 1st grade teachers to discuss implementation. The Director of Teaching and Learning expressed a willingness to meet with stakeholders to discuss Wonders and other curriculum-related issues.</p> |
| Future Workshop Topics | <ul style="list-style-type: none"> • Meeting Schedule and Format (October) • Equity: Achievement and Integration (October) • Equity: District Communications, including feedback protocols to hear all voices in the community (October) • Equity: Student Achievement Results (November) • Equity: School Improvement Plans (November) • World's Best Workforce Report (November) • Board self-evaluation (Chair will schedule) • Open meeting law, including serial meetings |