

**Red Wing Public Schools**  
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### School Board Meeting Agenda Item

Topic: School Board Meeting Structure  
Contact(s):  
Presenter(s): Pam Roe and/or Karsten Anderson

#### Nature of Action Requested by Board

Board action   
Board information or scheduled report

#### Background Information

On March 30, 2020, as allowed by Minnesota Statute 13D.021 (Meetings by Telephone or Other Electronic Means), the School Board approved a recommendation to conduct virtual meetings. The School Board will review the current meeting structure and consider moving back to in-person or hybrid meetings.

Board meetings now take place on Google Meets and livestreamed through YouTube. Over 100 people regularly observe meetings via YouTube. Links to recorded meetings are included on the School District's website. Public comment is provided by submitting a written statement to the Board Chair before the meeting, and then either the Board Chair or individual reads the statement.

#### Perspectives about Options:

- **Virtual:** The current structure, which is the simplest way to conduct meetings, minimizes the potential transmission of COVID, reduces the need for cleaning, and enables participation by those who are unable to attend in-person. However, virtual meetings may contribute to longer meetings, communication may be occurring between board members and others during the meeting, and participants are not able to interact as effectively.
- **In-Person:** The traditional meeting model enables greater interactions between board members and minimizes the influence of others who may be communicating with board members during the meeting. Transparency could be maintained if meetings continue to be recorded and livestreamed.
- **Hybrid:** This option allows some members to appear in-person while others participate virtually. This structure allows the greatest flexibility for board members and presenters but also the greatest complications (cleaning, supervision of the public, and technology set-up).

If changing the structure, the Superintendent recommends hybrid over in-person because some may not be able to physically attend meetings. To maintain social distancing guidelines, meetings would be held in a large space such as the Twin Bluff cafeteria. We have two technology options for conducting hybrid meetings...one using a device that tracks and broadcasts participant voices and one that relies on participant use of Chromebooks and headsets. Board members participating remotely would follow the same process as they are currently doing. To minimize set-up, public comment could be virtual as we are currently doing.

If the School Board decides to move to hybrid meetings, there should be discussion about whether committee meetings should be in-person or hybrid and whether they should be recorded and livestreamed.

Lisa Steggerda compiled meeting structures in other districts:

Goodhue County

GCED—Virtual

Cannon Falls—Virtual

Goodhue—Virtual

Kenyon-Wanamingo—Virtual

Lake City—Hybrid for board members and public

Zumbrota-Mazeppa—Hybrid for board members, virtual for members of the public

Big 9

Faribault—In-person beginning 1/25/21

Mankato—Virtual

Owatonna—In-person beginning 1/25/21 but members of the public may not attend. The newspaper editor may attend. Meetings will be livestreamed.

Albert Lea—In-person beginning 1/19/21

Austin—In-person

Northfield—In-person beginning 1/25/21 with limited number of members of the public who can attend and virtual-only public comment.

Recommendation

None at this time.