

Monthly Committee of the Whole Board Meeting - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, January 18, 2022

Denfeld High School Media Center

401 N 44th Ave W

Duluth, MN 55807

6:30 PM

1. CALL TO ORDER

2. ROLL CALL

3. AGENDA ITEMS

A. Action Items - Consent Agenda

1) Presentation Items Requiring Approval

a. Education Equity Advisory Committee (EEAC) Bylaws Change 2
EEAC Coordinator, Nathan Smith

2) Resolutions

3) Other Action Items

a. Restructure of School Board Committees
School Board Chair, Jill Lofald

B. Informational Items

1) Presentations

a. School Resource Officer (SRO) Update
Assistant Superintendent, Anthony Bonds

b. Fiscal Year 23 Curriculum Course Changes 12
Secondary Curriculum Coordinator, Anna Cawcutt

c. Solar Energy Project

d. Safe Learning Plan Update 13
Superintendent, John Magas

C. Other - None

4. ADJOURN

BY LAWS

Independent School District # 709

Education Equity Advisory Committee

ARTICLE I

Name

The name of this Advisory committee shall be the "Education Equity Advisory Committee" hereinafter referred to as EEAC. The committee shall exist by virtue of Independent School District #709 School Board actions and shall exist in conformity with School Board Policy NO. 1070-Citizens Advisory Committee: General Policy.

ARTICLE II

Purpose

Section 1. The purpose of this committee shall be to involve community members as voting members and ISD #709 district administrative personnel as resources in providing advice and recommendations to EEAC and/or their designee regarding the planning, implementation, evaluation and monitoring of all business relative to Desegregation/Integration Rule 3535 and its related policies, procedures and goals.

ARTICLE III

Members

Section 1. The active voting membership hereinafter referred to as active members of this EEAC- shall be limited to fifteen (15) active members.

- 1.1 Each group appointing members under Section 3.1 shall be strongly encouraged to select and give preference to achieving gender balance.
- 1.2 Each group appointing members under section 3.1 shall be strongly encouraged to select, and give preference to families of protected students in ISD #709.

Section 2. Any adult resident of ISD #709 shall be eligible for active memberships only within the parameters of this Article III.

Section 3. The active membership shall be representative of fifteen (15) members appointed by communities of color as prescribed in this Article III, Section 3.

3.1 The active community membership shall be comprised of four (4) officially appointed representatives from the Duluth Indian Education Advisory (Parent Advisory) Committee, four (4) officially appointed representatives of the African American Educational Advisory Committee, two (2) officially appointed representatives of the Asian-Pacific Educational Advisory Committee, two (2) officially appointed representatives of the Adelante Educational Advisory Committee and two (2) officially appointed community representatives selected by the Chairperson of the Board in consultation with the Superintendent and at least one (1) member will be selected from the communities (as defined by MN Desegregation Statute 3535) most affected by desegregation.

3.2 One (1) active member from Independent School District #709 school board shall be selected by the School Board and will serve one (1) year commencing in January.

3.3 Membership shall be for two (2) years commencing June 1. Exclusive of the School Board member whom will be appointed and serve as per Article III Section 3.2.

Section 4. Floating alternates for each active member shall be designated by the appointing Parent Advisory Committee (P.A.C.)/Chair in compliance with this Article III, Section 1.2 and shall function under the Bylaws established by this committee. Each group participating as members of the EEAC as identified in Section 3.1 of Article III, can appoint a floating alternate that will have the capacity to represent any active member of the group that may be absent. The active member shall be responsible for providing the name of the floating alternate to the EEAC Chairperson. The active member shall be responsible for contacting the floating alternate to attend the regular meetings when the active member's attendance is not possible. Each absence will require the active member to notify the Office of Education Equity with the name of the floating alternate who will represent him/her.

4.1 An active EEAC member or an EEAC floating alternate cannot simultaneously serve to represent in a voting capacity two or more entities (groups/P.A.C.).

Section 5. An annual schedule of meetings will be established and distributed in September and shall be considered the first notice to attend those meetings. A "second" notice will be sent within five (5) days prior to all regularly scheduled meetings.

Section 6. The active member is limited to a total of three absences during any given school year. Absences are defined as those not attended by either the active member or the alternate, where therein the active member shall be terminated.

Section 7. Any member desiring resignation from the EEAC shall submit a resignation to the chairperson.

Section 8. A proposal for subsequent membership--inclusive of replacement for terminated member as stipulated in Section 6--shall be acted upon at a regular meeting. Replacement for resigned members shall be made by the appointing group.

Section 9. Ex officio members will be nonvoting. Ex officio membership provides access for participation in meetings. Ex officio members shall be:

1. Office of Education Equity
2. Assistant Superintendent
3. The Director of Business Services
4. The Director of Human Resources

Section 10. Reasonable access will be extended to community members.

ARTICLE IV

Officers

Section I. The officers of this EEAC shall be a chairperson and a vice chairperson. The recording secretary/contractor will not be an elected office/officer. The officers shall perform the duties prescribed by the bylaws and by the parliamentary authority adopted by the EEAC.

1.1 The chairperson and vice chairperson shall be elected at the June meeting and begin their term immediately. Both shall be community people.

1.1a The Chairperson and the vice Chairperson of the EEAC will be ex-official members of all EEAC Subcommittees.

1.1b The Chairperson and/or the Vice Chairperson of the EEAC can act as voting members of all or any EEAC Subcommittees when that EEAC Subcommittee lacks a quorum. This Section of Article IV authorizes that the Chairperson and/or Vice Chairperson at a EEAC Subcommittee meeting where a quorum has not been achieved, to act as a voting member of that subcommittee to achieve the quorum as stated within Article VI Section 1.1 of the Bylaws.

1.2 The recording secretary shall be the person that is employed as the Office of Education Equity Secretary or contractor.

Section 2. The officers shall be elected by ballot to serve for one year, or until their successors are elected.

Section 3. Officers shall be elected by majority vote of the active membership at the June regular meeting.

Section 4. The EEAC Executive Committee shall consist of the EEAC Chairperson and an EEAC Vice Chairpersons and all the Chairpersons of all the EEAC Standing Committees.

Section 5. The removal of officers shall follow Robert's Rules of Order.

ARTICLE V

Meetings

Section 1. The regular meeting of the EEAC shall be held monthly in a facility with handicapped access, unless otherwise ordered by the Independent School District #709 School Board, Superintendent, or by the executive committee.

Section 2. Special meetings can be called by the executive committee or by the Superintendent. The purpose of the special meeting shall be stated in the call for the meeting--with the notice of that special meeting--distributed at least three (3) school days prior to the meeting.

Section 3. The regular meeting in September of each year shall be known as the annual meeting. The meetings for each year shall be established at this annual meeting and shall be called the "Annual Schedule of Meetings."

Section 4. Eight (8) active members of the EEAC shall constitute a quorum for the purpose of doing business.

4.1 Temporary suspension of the eight (8) member quorum.

4.1a Special circumstances as acknowledged by the majority vote of the EEAC membership will determine the need and duration of any temporary suspension of the eight (8) member quorum.

Section 5. All meetings of this EEAC shall be open to the public.

ARTICLE VI

Sub-committees

Section 1. A budget subcommittee, comprised of the chairperson and the minimum of four (4) and a maximum of seven (7) EEAC members shall be appointed by the EEAC chairperson . It shall be the duties of this sub-committee to recommend actions regarding budgets and budget modifications to the EEAC.

1.1 An official quorum for an EEAC Subcommittee is defined as a simple majority of the official members appointed to that EEAC Subcommittee.

Section 2. Such other committees, standing, special or task shall be appointed by the chairperson with a convener or chairperson of that subcommittee designated.

2.1 All EEAC Standing Committees will appoint/elect a Chairperson and Vice Chairperson.

Section 3. The chairperson will endeavor as much as possible to balance the subcommittee membership by race, gender.

Section 4. Floating alternate members of EEAC can be selected (appointed) to serve as members of various EEAC sub-committees.

4.1 Each officially appointed EEAC Subcommittee member may suggest an alternate that when present in the absence of the officially appointed EEAC Subcommittee member will assume all voting privileges of that EEAC subcommittee member. The officially appointed EEAC subcommittee member shall select their alternate from the EEAC membership.

4.2 The officially appointed EEAC Standing subcommittee member shall submit the name of their alternate at the first meeting of that EEAC Subcommittee. During the course of operation, replacement members and alternates can be appointed pending the approval by the Chair of the EEAC.

4.3 The officially appointed EEAC Subcommittee alternate will serve a term that corresponds to the term of the official appointed EEAC Subcommittee member.

4.4 The officially appointed EEAC Subcommittee member will have the responsibility to contact their floating alternate so that they may serve at Subcommittee meetings when the EEAC Subcommittee member's absence is eminent.

ARTICLE VII

Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the EEAC in all cases to which they are not inconsistent with these bylaws and any special rules of order the EEAC may adopt. Unless stipulated in these bylaws: all actions, motions, resolutions, etc. voted upon by the active membership at a regularly scheduled meeting, shall carry the force of the EEAC if passed by simple majority.

ARTICLE VIII

Amendment of Bylaws

These bylaws can be amended at any meeting of the EEAC by majority vote of the active members. The amendment shall be introduced in writing at one meeting and discussion allowed at the following regular meeting. Upon EEAC approval of any amendment to the Bylaws, the amendment will be sent to the Duluth School Board as an action item.

ARTICLE IX

Operating Procedures

Operating procedures shall not violate the personnel policies and procedures of Independent School District #709. Operating procedures of this EEAC shall acknowledge--and to its fullest capacity--comply with all laws, acts, rules, policies and procedures that govern education within the state of Minnesota.

- “Floating alternate assumes the responsibility and voting privilege of the active member during the active member’s absence. When the active member enters the meeting; and upon requests of the active member the floating member relinquishes the responsibility of membership to the active member.
- “That when floating alternates are appointed by their respective appointing group/P.A.C. that a ‘rank order’ number be associated with each floating alternate. That further the floating alternate assume the responsibility of an absent active member in a descending order of the assigned rank order and that the floating alternates relinquish the responsibility upon the request of the active member should they become present.”

Revision: Approved School Board 12/16/03
Revised: DIAC 3/30/05
Revised: DIAC 9/28/05
Revised: DIAC 10/04/06
Revised: DIAC 12.07.06
DIAC approved 12.13.06
School board approved 01.16.07
Revised: ~~DIAC~~ EEAC 1.23.09
Revised: 10.28.09
Approved by School Board 11.17.09

Provisional EEAC By-laws - December 15th, 2021

BY-LAWS
Independent School District # 709

Education Equity Advisory Committee

ARTICLE I

Name

The name of this Advisory committee shall be the “Education Equity Advisory Committee” hereinafter referred to as EEAC. The committee shall exist by virtue of Independent School District #709 School Board Policy NO.1070 - Citizens Advisory Committee: General Policy.

ARTICLE II

Purpose

The purpose of this committee shall be for the Duluth Public Schools to establish and use a Citizens Advisory Committee to provide recommendations and advice on matters of Education Equity to the ISD#709 School Board and district administrative personnel regarding planning, implementation, and/or evaluation of various district initiatives or plans in compliance with MN Statutes and Rules such as the Achievement and Integration Plan, the ESSA Northstar Plan and related policies, procedures, and goals.

ARTICLE III

Participants

Section 1. EEAC shall strive to achieve participation from a diverse range of perspectives and communities.

1.1 EEAC shall remain committed to the pursuit of education equity where the historical conditions and barriers that have prevented opportunity and success in learning for students based on their races, ethnicities, incomes, and other social conditions are fully recognized.

1.2 The EEAC is intentionally designed for active participants who are committed to eliminating those structural and institutional barriers to educational opportunity.

Section 2. Participants may be students, families, staff, and community members (individuals, organizations, committees) willing to participate in an advisory capacity where consensus is utilized to provide advice and recommendations on matters of Education Equity to the Duluth Public Schools. District administrators shall be ex-officio.

2.1 It shall be the goal of the EEAC that the Participants shall be reasonably representative of the diversity of the district, always striving for communities of color to be fully represented.

Section 3. The EEAC shall remain committed to the recognition of the negative dynamics of power and privilege present in many of the “isms” of our society (i.e. Racism, Sexism).

3.1 The EEAC shall actively resist these dynamics and manifestations in all EEAC meetings and matters.

Section 4. At each meeting, Participants shall sign-in and acknowledge who they represent.

4.1 All participants will identify whether they are active participants who will be participating in any consensus decision making process.

4.2 Any participant can choose to not actively participate in the consensus process on any matter by simply identifying this to the group.

Section 5. Although there will be Participants of different communities and the school district at each meeting of the EEAC, all meetings and work done by the EEAC would be open and inclusive of all members of the community with passion, concern, and ideas for the district to meet their goals through equitable practices.

ARTICLE IV

Facilitators

Section 1. There shall be two (2) Co-Facilitators of each EEAC Meeting. The facilitators shall perform the duties prescribed by the bylaws and by the guidelines adopted by the EEAC to meet the goal of each EEAC Meeting (see ARTICLE V Section 1, see ARTICLE II Section 1).

1.1 The Co-Facilitators shall be nominated and accepted by the active participants at each EEAC Meeting for the following regular meeting.

1.1a The Co-Facilitators of the EEAC may be participants of EEAC Subcommittees.

1.2 The Recorder shall be the person that is employed as the Office of Education Equity Office Support Specialist, other contractor, or a nominated active participant. who accepts the nomination for a specific EEAC meeting.

Section 2. The facilitators shall be nominated, and then shall have accepted the nomination for a specific EEAC Meeting.

Section 3. The removal of facilitators shall follow the District Code of Conduct for Board/Committee membership

ARTICLE V

Meetings

Section 1. The regular meeting of the EEAC shall be held monthly in a facility that is handicap accessible, unless otherwise ordered by the Independent School District #709 School Board or Superintendent.

1.1 The goal of each EEAC Meeting shall be to create two (2) specific items:

- 1) List of a maximum of four (4) Informational Items (by Consensus of active participants in attendance)
- 2) List of a maximum of four (4) Recommended Action Items (by Consensus of active participants in attendance)

1.2 These items shall be sent to district administrative personnel and the School Board after each EEAC meeting.

1.3 A report to the Committee of the Whole of the School Board shall be done between the EEAC meetings when there are Recommended Action Items or upon the request of the Committee of the Whole.

1.4 EEAC Meeting agenda items and/or requests for specific staff to attend (to provide information or answer questions) shall be submitted at least two (2) weeks in advance of each EEAC Meeting or agenda items may also be submitted at the end of each EEAC Meeting for the following meeting.

Section 2. Special meetings can be called by the EEAC, School Board, or by the Superintendent. The purpose of the special meeting shall be stated in the call for the meeting--with the notice of that special meeting--distributed at least three (3) school days prior to the meeting.

Section 3. The regular meeting in September of each year shall be known as the annual meeting. The meetings for each year shall be established at this annual meeting and shall be called the "Annual Schedule of Meetings."

Section 4. *Six (6)* active participants of the EEAC shall constitute a quorum for the purpose of doing business.

4.1 Temporary suspension of the *Six (6)* participant quorum.

4.1a Special circumstances as acknowledged by the consensus of the EEAC participants will determine the need and duration of any temporary suspension of the *Six (6)* participant quorum.

Section 5. All meetings of this EEAC shall be open to the public in accordance with Minnesota law. All meetings agendas will be posted on the ISD709 webpage and copies sent to each School Board member.

ARTICLE VI

Sub-committees

Section 1. A subcommittee, comprised of at least one (1) Facilitator and a minimum of three (3) EEAC participants should be representative of diverse communities. It shall be the duties of this sub-committee to recommend actions and/or modifications to the EEAC.

1.1 An official quorum for an EEAC Subcommittee is defined as four (4) active participants present, with at least one (1) serving as a Facilitator for each meeting held.

Section 2. Such other committees, standing, special or task shall be created at regular EEAC meetings with a Facilitator of that subcommittee designated.

2.1 Any EEAC Standing Committees will appoint Co-facilitators.

ARTICLE VII

Advisory Authority

A [Short Guide to Consensus EEAC - Adapted from Seeds for Change](#) shall direct the EEAC in all cases to which they are consistent with these bylaws and any special rules of order the EEAC may adopt. Unless stipulated in these bylaws, all recommended plans, actions, and/or changes by the active participants at a regularly scheduled meeting shall be the official advice or recommendation of the EEAC. The EEAC shall strive to seek unanimity in all official recommendations or necessary advice by following the guidelines spirit of Consensus.

ARTICLE VIII

Amendment of Bylaws

These bylaws can be amended at any meeting of the EEAC by consensus of the active participants. The amendment shall be introduced in writing at one meeting and discussion allowed at the following regular meeting. Upon EEAC approval of any amendment to the Bylaws, the amendment will be sent to the Duluth School Board as an action item.

ARTICLE IX

Operating Procedures

Operating procedures shall not violate the personnel policies and procedures of Independent School District #709. Operating procedures of this EEAC shall acknowledge--and to its fullest capacity--comply with all laws, acts, rules, policies and procedures that govern education within the state of Minnesota (Specifically noted: Minnesota Government Data Practices Act - Chapter 13) As it is the purpose of this committee to recommend actions regarding planning, implementation, and/or evaluation of various district initiatives or plans, including budgets and budget modifications, ISD 709 will provide the EEAC with the necessary budget information and reporting information. This information shall be in accordance with all of the reporting requirements of the current education legislation (currently ESSA).

12/15/21

Amended EEAC bylaws to be provisional for adoption by the School Board

22-23 Course Changes For Information Only

Each year, the courses offered to our students at the secondary level are reviewed by counselors, content specialists, principals, Curriculum Coordinator and the Director Secondary Teaching, Learning and Equity. After review and discussion recommendations for changes to the course catalog and supplements are listed below.

Blue - Add new course

Red - Delete

Green - Name Change and/or Course Description Change

Purple - Existing Course; Expanding to Academic Excellence Online (AEO)

Course Name	Number (Current)	Reason for change	New Name (if changed)	Department	Secondary Level
(CITS) General Psychology	232000	Course Description	Same	Social Studies	High School
Psychology	231900	Course Description	Same	Social Studies	High School
(CITS) Ojibwemowin	TBD	Add new Course	(CITS) Ojibwemowin	World Language	High School

Safe Learning Update

Committee of the Whole

January 6, 2022

2021-22 Safe Learning Plan



ISD 709

Guiding Principles

FOR SAFE IN-PERSON LEARNING

- 1 Ensure the safety and wellness of students and staff
- 2 Deliver high-quality instruction to students
- 3 Equity: Ensuring all means all
- 4 Optimize use of resources (space & materials)
- 5 Community and stakeholder engagement in plan development

Equity Criteria:

Access

Participation

Representation

Outcomes

[ISD709.org/Equity](https://isd709.org/Equity)

Current COVID Rates

- 9/5-9/18 - 42.02
- 9/12-9/25 - 41.27
- 9/19-10/2 - 46.92
- 9/26-10/09 - 60.33
- 10/03-10/16 - 59.25
- 10/10-10/23 - 54.50
- 10/17-10/20 - 57.25
- 10/24-11/6 - 74.14
- 10/31-11/13 - 92.12
- 11/7-11/20 - 109.59
- 11/14-11/27 - 110.76
- 11/21-12/4 - 109.18
- 11/28-12/11 - 88.29
- 12/5-12/18 - 62.66
- 12/12 - 12/25 - 70.40
- 12/19 - 1/1 - 79.55

Variables for Safe Learning

While the use of a single criteria is discouraged, it is vital that we continue to monitor key variables to ensure our ability to provide safe learning environments and to be good community partners.

Several of these include:

- Variant development
- Current COVID rates
- Transmission within the community
- Transmission within our classrooms
- Vaccination and booster rates
- Staffing Capacities
- Hospital capacity
- Other factors



Critical Safety Precautions

The Minnesota Department of Health recommends that we continue to emphasize:

- Promoting vaccines and boosters
- Universal masking
- Physical distancing
- Staying home when sick
- Testing
- Additional layers of safety

Practice Changes, Part I

Athletics, Activities and Field Trips:

In order to ensure our ability to provide safe in-person learning environments and to be good community partners, we are making several changes in our safety practices. Several of these include:

- Negative COVID test for overnight athletic travel
- Reinforce safety precautions for spectators at athletic events
- Pausing concerts, assemblies, dances and other large group activities, until further notice
- Continued pause of current overnight field trips
- February break, overnight trips are paused and Spring Break field trips are under further discussion

Practice Changes, Part II

Potential Exposure Notification:

With a high level of COVID-19 in our community, there is a risk of being exposed to COVID-19 everyday both at school and in the community. Because of this risk, we are asking that all staff and students consider themselves exposed to COVID-19 daily; therefore, we will no longer be sending potential exposure notification letters to staff and families when there is a positive case in a building. Please continue to monitor for COVID-19 like symptoms daily, stay home when you are sick, test for COVID-19, get vaccinated, and wear a mask.

Quarantine Guidance Update

On January 4, 2022, the [CDC shared that the 5 day quarantine guidance may be applied to K-12 schools.](#) On January 5, MDE sent a message to school leaders affirming the updated guidance applies to K-12 schools and that more information would be coming to Minnesota's schools from MDH the week of January 10. We are considering aligning district practices to this new CDC guidance.

Mandated Vaccination and Testing Update

The [Emergency Temporary Standard](#) will be taken up by the Supreme Court on January 7, 2022. Should the ETS remain in effect after the Supreme Court's ruling, compliance begins January 10, 2022. Should districts adopt MSBA model policy 491 that allows for employees to either be vaccinated or tested and use face coverings, compliance with testing beginning February 9, 2022.

Our policy committee has explored a draft MSBA policy related to this mandate, pending tomorrow's decision. More information to come as we learn of the Supreme Court's ruling.