



**Independent School Dist. No. 857**  
**100 County Road 25**  
**Lewiston, MN 55952**  
**(507) 523-2191**

*Gwen Carman, Superintendent*  
*Cory Hanson, High School Principal • Dave Riebel, Elementary/Intermediate Principal*

## **Superintendent's Report to the School Board**

**January 11, 2021**

**Submitted by Gwen Carman**

### **Board Meeting Agenda Notes:**

- I hope that using BoardBook is working for you to more easily access our meeting agenda and attachments. Please let me know if you have any issues. We are also now using ZOOM as the remote meeting tool as it seems to be more consistently less confusing and we are more easily able to record the meetings and post them on our webpage.
- On the agenda is an Action Item that would enable the school district to enter an Investment Advisory Agreement with Ehlers Public Finance Advisors. If approved, then Ehlers staff would work with Business Manager Grossell and I on managing our cash flow, anticipating cash needs, anticipating revenue schedules and appropriate fund transfers, and recommending appropriate short-term investments so that the funds we have on hand can generate additional revenue for the school district. Our district has not had a financial advisor for this purpose, but many school districts do. While there is a fee for these services, it is my recommendation to approve the agreement as it very likely we will generate more revenue than the fees they charge. It is also extremely important to have these professional services to prevent any unanticipated fund shortages during the school year. We can end the Agreement at any time.

**Learning Model Changes January 6, 2021** Principal Riebel and Principal Hanson will provide updates from our first four days of having students and all staff back in our buildings since November 13<sup>th</sup>. I will just reinforce that it is so refreshing to have students back in classrooms with teachers. Of course, we will continue to be diligent and do all that we can to keep students and staff safe and healthy and in school. I strongly encourage our parents and community members continue to be diligent as well.

### **COVID-19 Misc Updates**

- 54 staff participated in the free COVID-19 testing on January 5<sup>th</sup>. This is optional and will be available every two weeks. The results are confidential.
- We are beginning to have discussions with Winona Public Health about the vaccination process for our staff. School Staff are in Priority Group 1b with all 'Essential Workers.' There will be additional information on how prioritization of this group will be addressed. Current timelines (which continue to evolve) are that 1<sup>st</sup> staff vaccinations may occur in March.
- Our Safe Planning Team continue to meet weekly and provide open and valuable input on the many facets of face to face, hybrid and distant learning.
- Activities Director Menk has been extremely busy with practice and game scheduling, enforcing healthy, safety and cleaning protocols, following up with communications and guidance from the MSHSL and our conference, scheduling transportation and more. Students in our winter sports began practicing January 4<sup>th</sup> and competitions will begin January 15<sup>th</sup>. Home and away events will be livestreamed.
- We have received additional masks for students and staff (white) and face shields for staff from the State. The most recent guidance 'strongly encourages' staff to wear a face shield with a mask when interacting with students, but they are not required.

**ANNUAL MSBA Leadership Conference** The **2021 MSBA Leadership Conference** will happen in a **virtual format** Thursday mornings — **January 14, January 21, and January 28, 2021**. The Leadership Conference is offered at no cost to your district, **but registration is necessary**. The conference will include workshops and roundtable sessions. Go to the [MSBA website](#) for more details.

The conference will feature two keynote speakers: Phyllis Braxton-Frierson and Dr. Phil Gore. **Braxton-Frierson** is the CEO and Founder of PINK Consulting, LLC, and has worked in the Diversity, Equity, and Inclusion (DEI) field for nearly 25 years. **Gore** is in his sixth year as Division Director for Board Development Services with the Texas Association of School Boards and is a nationally recognized researcher on school governance.

**MSBA's Negotiations Seminars** help school leaders prepare for negotiations. Please let me know if you would like to be registered. **The Negotiations Seminars are presented in two parts. These seminars primarily focus on negotiations with teachers but are likely valuable for all Board members in the negotiations process.**

**Part 1** includes a “Negotiations Overview,” “Legal Issues,” and “Hot Topics.”

**Part 2** will feature “ULA, Layoffs, and Nonrenewals,” “Words Matter,” “Costing Overview,” and “Costing Analytics.”

***Choose from ONE of the following dates for PART 1:***

- 6:00 p.m. to 9:00 p.m. Wednesday, February 3, 2021
- 9:00 a.m. to noon Thursday, February 11, 2021
- 9:00 a.m. to noon Saturday, February 13, 2021

***Choose from ONE of the following dates for PART 2:***

- 9:00 a.m. to noon Thursday, February 25, 2021
- 9:00 a.m. to noon Saturday, February 27, 2021
- 6:00 p.m. to 9:00 p.m. Wednesday, March 3, 2021

**Mid-Year Superintendent Progress Report** In November, the Board approved a formal Superintendent Evaluation Process and Timeline. This included:

**January 2021**- Superintendent makes mid year progress report related to the goals and standards. School Board members receive the mid-year evaluation form, including the evaluation criteria.

**February 2021** – Board conducts mid-year superintendent evaluation (formative) – closed meeting. The School Board Chair leads the school board’s review of the superintendent’s performance. The school board seeks to reach consensus on the evaluation. The School Board Chair completes the evaluation form (narrative comments).

**March 2021** – At the next open meeting, the School Board summarizes its conclusions regarding the formative evaluation.

Therefore, in the upcoming week, I will be emailing you a Progress Report on my goals, and the Mid-Year Evaluation form for each of you to complete. Chair Brummer will collect and summarize them. At the February 8<sup>th</sup> Board meeting, we will have a closed session for you to discuss your mid-year evaluation with me.