



TESFA INTERNATIONAL SCHOOL  
*Global Minds with Minnesota Hearts*

## **Special Meeting Agenda**

**7:30 p.m. August 6, 2020**

**Meeting Location: 1555 40<sup>th</sup> Avenue NE, 2<sup>nd</sup> Floor, Columbia Heights, MN 55421**

### **Mission**

*Through a global-minded education, we empower and prepare all students with the empathy, knowledge, and skills to take risks and pursue goals that contribute meaningfully to their community.*

- 1.0 CALL TO ORDER - Present: Absent:**
- 2.0 CONFLICT OF INTEREST DECLARATIONS -**
- 3.0 APPROVAL OF AGENDA** Motion by: Seconded by: Yea:0 Nay: 0
- 4.0 DISCUSSION ITEMS**
  - 4.01** Possible revisions to Tesfa's sick leave practices and procedures will be considered and discussed in light of Covid-19. The executive director recommends that potential action on this item be taken at the August 17, 2020 meeting to allow board input and staff input to be fully considered before action is taken.
- 5.0 ACTION ITEMS**
  - 5.01** Resolution supporting the Tesfa safe return to school hybrid model for the 2020-2021 school year.  
  
Motion: Second: Yea: 0 No: 0
  - 5.02** Approve a motion delaying the first day of school one week. The proposed new first day of school is August 31, 2020. This will allow staff members adequate time to prepare to effectively deliver instruction and in the classroom simultaneously. No other changes to the calendar are recommended at this time.  
  
Motion: Second: Yea: 0 No: 0
- 6.0 ADJOURNMENT** Motion: Second: Yea: 0 No: 0



## **Temporary Emergency Sick Leave Act Provisions set to expire on 12/31/20 (part of the FCCRA)**

If an employee in our district (or their child or household member for whom they provide care) contracts COVID during the school year and they are not able to report to work, then the District would provide the employee with the opportunity to use Temporary Emergency Paid Sick Leave. This provides up to 80 hours (2 weeks of the employee's regular hours) at 100% pay up to \$511/day if the employee meets certain requirements of the policy under Categories 1, 2, or 3 OR 2/3 pay up to \$200/day for meeting the requirements under categories 4, 5, or 6. The trigger events to access the benefits of this policy are as follows:

### **Trigger Events**

An Eligible Employee may request paid sick leave under this Policy in the following situations:

**Category 1:** Employee is subject to Federal, State, or local quarantine or isolation orders related to COVID-19.

*NOTE:* This includes stay-at-home and shelter-in-place orders.

**Category 2:** Employee has been advised by health care providers to self-quarantine due to concerns related to COVID-19. The employee needs to provide medical documentation from the medical provider.

**Category 3:** Employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.

**Category 4:** Employee is caring for an individual subject to order as described under category 1 or has been advised under category 2.

**Category 5:** Employee is caring for son/daughter if the school or place of care has been closed or the child care provider is unavailable due to COVID-19 precautions.

**Category 6:** Employee is experiencing other substantially similar conditions specified by agencies.

**Causation.** For all of the Trigger Event Categories:

1. But for the need to take paid sick leave, the employee would not be able to perform work for the employer, either at the employee's normal workplace or by telework; and
2. The employer has work for the employee. If the employer does not have work available for the employees, there is no right to paid sick leave under this Policy.

### **Documentation Requirements**

As part of the request for Benefits, the Eligible Employee will need to provide the substantiation described in the Temporary Emergency Sick Leave Policy Request Form 2020. This substantiation is required.

[Temporary Emergency Leave Policy](#)

[Temporary Emergency Leave Policy Request Form](#)

These provisions come from the Temporary Emergency Sick Leave Act set to expire on 12/31/20 (part of the FCCRA) as long as the employee has not already exhausted this new federal benefit.

The District may allow an employee who prefers to receive full pay during this time and is required to remain in isolation to care for a child/household member required to isolate to use PTO.

Depending on the circumstances, the District might allow an employee to work remotely and not use leave if their position was conducive to remote work and they were well enough (and or available) to work during the day (such as an asymptomatic individual who tests positive for COVID-19).

**Tesfa International School Resolution for the 2020-2021 School Year Learning Model  
and Other COVID-19 Related Matters**

**WHEREAS**, Minnesota Statutes Section 123B.09 vests the care, management, and control of independent districts in the school board; and

**WHEREAS**, the Superintendent of Independent School District [insert number] [hereinafter the "Superintendent"] is responsible for the management of the schools, the administration of all School District policies, and is directly accountable to the School Board; and

**WHEREAS**, when responsibilities are not specifically prescribed nor School District policy applicable, the Superintendent shall use personal and professional judgment, subject to review by the School Board, pursuant to School District Policy 302, *Superintendent*;

**WHEREAS**, on March 13, 2020, Minnesota Governor Tim Walz issued Emergency Executive Order 20-01, which declared a peacetime emergency in Minnesota in response to the COVID-19 pandemic; and

**WHEREAS**, on July 30, 2020, Minnesota Governor Tim Walz issued Emergency Executive Order 20-82 and the Safe Learning Plan for 2020-2021 (the "Safe Learning Plan"), which set forth five Learning Models (in-person learning for all, in-person learning for elementary students and hybrid learning for secondary students, hybrid learning for all students, hybrid learning for elementary students and distance learning for secondary students, and distance learning) and authorized all school districts in the State of Minnesota to select and implement an appropriate base Learning Model in accordance with, and subject to, the Safe Learning Plan; and

**WHEREAS**, the Minnesota Department of Education ("MDE") has issued and may continue to issue written guidance for Minnesota schools on educational issues related to COVID-19; and

**WHEREAS**, the Minnesota Department of Health ("MDH") has issued and may continue to issue written guidance for Minnesota schools on public health issues related to COVID-19; and

**WHEREAS**, the Superintendent and the administration of the School District have conferred with the School Board regarding the available Learning Models, the current MDE and MDH requirements for each, and other relevant information; and

**WHEREAS**, based upon the collective consideration of these factors, the Superintendent has recommended to the School Board that hybrid students attend one day per week will be the base Learning Model to be implemented at the commencement of the 2020-2021 school year.

**NOW, THEREFORE, BE IT RESOLVED**, by the School Board of Independent School District No. \_\_\_\_ as follows:

Section 1: The Superintendent is hereby directed to implement the following base Learning Model to open the 2020-2021 school year: Hybrid one day per week with a phased return based upon established timelines and criteria.

Section 2: The Superintendent is hereby authorized, after consultation with the School Board Chair and notification to the School Board, to select and implement a different Learning Model for the School District or any specific school buildings without School Board action if the Superintendent reasonably believes that prompt implementation of a different Learning Model is necessary, and that constraints of time and public health considerations render it impractical to hold a School Board meeting to approve the implementation. The Learning Model selected and implemented by the Superintendent shall continue in effect unless and until the School Board, in consultation with the Superintendent and appropriate school district staff and public health officials, deems it in the best interest of the School District and its students to implement a different Learning Model.

Section 3: The Superintendent will provide regular updates to the School Board regarding the School District's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Roll Call Vote

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
School Board Clerk



# TESFA INTERNATIONAL SCHOOL

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### **Tesfa 2020-2021 Safe Return to School Plan - (DRAFT NOT BOARD APPROVED!)**

#### **PHASE 1**

**8/24/20 - 10/16/20:** Hybrid Model Students Attend 1 day per week  
*threshold to move to phase 2 = 29 or fewer cases per 10,000 in Hennepin county and Anoka County over the previous 14 days*

#### **PHASE 2:**

**10/19/20 - 12/18/20:** Hybrid Model Students Attend 2 days per week  
*threshold to move to phase 3 = 19 or fewer cases per 10,000 in Hennepin county and Anoka County over the previous 14 days*

#### **PHASE 3**

**1/4/21 - 3/19/21:** Hybrid Model Students Attend 3 day per week  
*threshold to move to phase 4 = 14 or fewer cases per 10,000 in Hennepin county and Anoka County over the previous 14 days*

#### **PHASE 4**

**3/29/21 - 5/27/21** Hybrid Model Students with 75% of students attending in person per day

In order to move to the next phase:

- Covid-19 cases in Anoka and Hennepin County have been below the designated thresholds over the previous 14 days
- Zero Tesfa students with a known Covid-19 case have been at school exposing others to potential infection for the previous 14 days
- Zero Tesfa staff members with a known Covid-19 case have been at school exposing others to potential infection for the previous 14 days



# TESFA INTERNATIONAL SCHOOL

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### MINNESOTA STATE GUIDELINES

Number of cases per 10,000 over 14 days, by county of residence	Learning model
0-9	In-person learning for all students
10-19	In person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students

- We will not return to full in person learning unless cases fall below 9 per 10,000 for both Anoka and Hennepin County for two full weeks.
- We will not return to full distance learning unless cases in either Anoka or Hennepin county reach 50 cases per 10,000 OR we have an outbreak at Tesfa which we determine is consultation with the Minnesota Department of Health creates a level risk making returning to distance learning advisable.





# TESFA INTERNATIONAL SCHOOL

## Global Minds with Minnesota Hearts

### **Hybrid schedule to start the year on August 24, 2020 Students in school 1 day a week hybrid model.**

- Group A attend Monday (groups B, C, D distance learning)
- Group B attend Tuesday (groups A, C, D distance learning)
- Group C attend Wednesday (groups A, B, D distance learning)
- Group D attend Thursday ((groups A, B, C distance learning)
- all students distance learning on Friday's.
  - This means students attend school on 20% of school days
  - An average of 25% of students are present when students attend
- Plan for a portion of distance learning to occur Synchronously (students at home joining the class digitally)
- Commit to this plan through October 16 (MEA) unless we have an outbreak of cases at Tesfa



# Tesfa International School | 2020-2021 CALENDAR (Board approved 5/18/2020)

- 10-14** Staff Work Days
- 17-21** Staff Work Days
- 17-20** Meet the Teacher
- 24-28** Staff Work Days
  
- 31** First Day of School

AUGUST '20						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JANUARY '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 4** Return to School
- 11-22** Winter NWEA Window
- 18** [M.L. King Day](#)

- 7** Labor Day No School
- 8-18** Fall NWEA K-2

SEPTEMBER '20						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

FEBRUARY '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

- 11** Family Night
- 12** No School
- 15** Presidents' Day

- 14** Fall Family Night
- 15-16** No School MEA

OCTOBER '20						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

MARCH '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 4** Evening Conferences
- 5** No School Conferences
  
- 22-26** MCA Reading
- 29-31** Spring Break

- 5** Evening Conferences
- 6** Afternoon Conferences
- 23-27** No School-Thanksgiving

NOVEMBER '20						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

APRIL '21						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 1-2** Spring Break
  
- 26-30** MCA Math

- 7-18** Winter NWEA 3-6
- 18** Report Cards Mailed

DECEMBER '20						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

MAY '21						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

- 3-7** MCA Science
- 3-7** Spring NWEA K-2
- 12-13** No School
- 20** Family Night
- 21** No School- Planning
- 27** Last Day for Students
- 28** Last Day for Staff

- Blue = First Day of School
- Red = No School
- Green = Staff Work Day
- Purple = Family Night
- Blue = Testing Day

- 165 Student Days
- 172 Non-Licensed Staff Days
- 182 Licensed Staff Days

