

# REGULAR BOARD MEETING MINUTES

Monday, July 11, 2022

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 6:02 PM in the Dover-Eyota High School Media Center. Other Board members present: Tamara DeMuth, Heather Duellman, Riley Hammel, James Johnson, Shawwna Seaquist, and Jessica McFarlen (arrived at 6:15 PM), and Superintendent Jeremy Frie. Also in attendance were Middle School Principal John Ostrowski, Teaching & Learning Director Heather Lyke, Business Manager Gary Betcher, and District Office Assistant Laura Kase.

The Pledge of Allegiance was recited.

## Approve the Agenda

A motion was made by Member Johnson, seconded by Member DeMuth, and carried unanimously to approve the agenda.

## Visitors to Address the Board

None

## Consent – Approve Board Meeting Minutes

A motion was made by Member Johnson, seconded by Member Seaquist, and carried unanimously to approve the June 13, 2022 Regular Board Meeting Minutes.

## Consent – Approve Regular District Bills and Special District Bills

A motion was made by Member Johnson, seconded by Member Seaquist, and carried unanimously to approve the Regular District Bills totaling \$33,291.26, and the Special District Bills totaling \$205,314.22.

## Approve the Treasurer's Report

A motion was made by Member Johnson, seconded by Member DeMuth, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$6,630,201.47, and the June electronic transfers.

## **RECOGNITIONS**

Teaching and Learning Director Heather Lyke recognized former Teaching and Learning Specialist (now High School Principal) Sarah Carlson for her amazing work on the Students Leading A Purposeful Summer (SLAPS) program, while also managing Credit Recovery sessions. Heather said the SLAPS participants were very engaged, and that Principal Carlson "blew the program out of the water." Principal Carlson even held a mini-graduation for one of the Credit Recovery students. Director Lyke reiterated that Principal Carlson spent much of her Teaching and Learning time on these two projects, and that she did a great job.

Chair Ron Pagel recognized former Board member Richard Hammel, who recently passed away. His son was a Board Member, and current Member Riley Hammel is Richard's grandson. Chair Pagel noted that it was an honor to have had three generations sitting at the Board table over the years. The Board expressed condolences.

## **CABINET COMMUNICATIONS**

Teaching & Learning Department – Teaching and Learning Director Heather Lyke shared that staff have been participating in optional Staff Development and training opportunities. She enjoys the conversations, which allow for more "deep thinking" than months when school is in session.

Director Lyke said that the Reconsideration Committee's revisions are moving forward, but needs two member signatures before it can be signed. She hopes to have a signed draft to the Board by the end of the month. Recommendations include an additional public document, so everyone can see the work done by Committee members and staff leading up to the meeting, including professional reviews, a the resources packet, and a spreadsheet compiled by a community member. The recommendations are also to include pieces of information that could be assumed from reading the original document, but were not specifically spelled out (for example, talking about the Lexile level, students who opted to read different texts, and a clarification about a committee member reading an excerpt aloud.)

Director Lyke also spoke about the thorough work she and Principal Carlson did on the Teaching and Learning Strategic Plan in June, along with Task Types, Common Expectations, and Work Distribution. Their work was based on feedback, supporting texts, and new educational standards. The Work Distribution list was developed using the Strategic Plan. Since roles are changing, some of the plan will need adjustments, but they have laid a solid foundation. The most immediate adjustment will be that, due to budget constraints, there will be no "Learning Specialist" position this school year, so work delegated to the Learning Specialist in the plan will be updated to reflect the current Department (one Director, no Specialist.) Some aspects of the plan may also need to be put "on hold" until the Specialist position is filled in future years. New Administrators and other roles within the District are also changing, so the Plan will be updated to reflect these changes, as well. Director Lyke also presented an outline of the funding for the Teaching and Learning position, showing that 35% was funded by Achievement and Integration. She also presented a breakdown illustrating which efforts have the highest impact on student growth, which is a main priority for the Department.

Elementary School Principal – Ben Midge was absent.

High School Principal – Sarah Carlson was absent.

Middle School Principal – John Ostrowski shared that he attended both the State Golf and Trap Championships, and presented awards on behalf of the MSHSL Board of Directors. He was especially impressed by several of the trap competitors, who had a perfect day. He said that Trap is unique because it allows students to connect with students in other districts and even other states.

Principal Ostrowski reported that there was a luncheon held in honor of 2022 retirees in June, including Mike Carolan, Dr. Jeanne Svobodny, Linda Oesau, Carrie Frank, and Wayne Ellringer.

Principal Ostrowski said that he appreciated being included in Administrative position interviews and was excited to be part of the new Administration team.

He also welcomed new Elementary Principal Ben Midge, and said he looks forward to working with Principal Carlson. Principal Ostrowski and Principal Carlson will work together on the Middle School, High School, and Paraprofessional Handbooks when Principal Carlson returns from vacation.

## **REPORTS**

### **First Reading of the proposed changes to Policy 606, Textbook and Instructional Materials, and proposed changes to the Procedures for Dealing with an Objection to Resource -**

Director of Teaching and Learning Heather Lyke presented proposed changes to Policy 606 and related procedures. She shared that the policy was so old, the document revered staff member positions that no longer existed, and did not include new staff roles developed in more recent years. The Addendum contains several specifics. Another recommendation is to lengthen the turn-around deadlines, which are hard to meet if a staff member or community member has an unexpected absence due to illness or other unforeseen circumstances. Other changes include outlining what should happen at specific meetings, so committee members can see exactly what is planned, and clarifying presumptions from original procedure (when names become public, here's when someone could request another book recommendation from another source, etc.) When the committee resumes, clarifies what work should be done and when. Director Lyke added that the committee should be an ongoing committee, although it has not been active since 1996. Proposed updates also clarify who should be on the committee, so the committee is a non-biased, accurate representation of the community. The Board will review and revisit these recommendations next month.

## **OLD BUSINESS**

### Open Enrollment –

A motion was made by Chair Pagel, seconded by Member Seaquist, and carried unanimously to increase the cap on 2<sup>nd</sup> grade for the 2022-2023 school year.

### Approval of the Policies Requiring Annual Review–

A motion was made by member Johnson, seconded by Member DeMuth, and carried unanimously to approve the following policies that require annual review:

- 410 Family & Medical Leave
- 413 Harassment & Violence
- 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- 415 Mandated Reporting of Maltreatment of Vulnerable Adults
- 506 Student Discipline

514 Bullying Prohibition Policy  
522 Student Sex or Gender Identify Nondiscrimination  
524 Internet Acceptable Use and Safety  
616 School District System Accountability  
806 Crisis Management Policy

Second Reading and Approval of Policies Updates–

A motion was made by Member Johnson, seconded by Member Seaquist, and carried unanimously to approve the policy updates.

Award the 2022-2023 Dairy Products, Fuel Products, and Snow Removal Bids–

A motion was made by Member Johnson, seconded by Member Seaquist, and carried unanimously to award the dairy bid for the 2022-2023 fiscal year to Ziebell's Hiawatha Foods, Inc.

A motion was made by Member McFarlen, seconded by Member Seaquist, and carried unanimously to award the fuel products bid for the 2022-2023 fiscal year to Feils Oil Company, Inc.

A motion was made by Member McFarlen, seconded by Member Johnson, and carried unanimously to award the snow removal bid for the 2022-2023 fiscal year to Wigham Trucking & Excavating.

Approval of the 2022-2023 Amended Academic Calendar

A motion was made by Member Duellman, seconded by Member Seaquist, and carried unanimously to approve the 2022-2023 amended Academic Calendar.

**NEW BUSINESS**

Approve the Minnesota State Colleges and Universities Memorandum of Agreement between Winona State University and Dover-Eyota Public Schools-

A motion was made by Member Seaquist, seconded by Member McFarlen, and carried unanimously to approve the Minnesota State Colleges and Universities Memorandum of Agreement between Winona State University and Dover-Eyota Public Schools.

Approve the 10-year Long-Term Facility Maintenance Revenue/Expenditure Budget-

Per Superintendent Frie's request, this item was tabled until the July 19 meeting.

Consent – Accept Resignations and Hires and Donation

A motion was made by Member Johnson, seconded by Member Seaquist, and carried unanimously to accept the:

Resignations: 7<sup>th</sup> Grade Volleyball Coach JORDAN MEYERS, Van Driver TOM WELCH, TODD ROWEKAMP as 6<sup>th</sup>-12<sup>th</sup> grade Principal, Elementary Dean of Students & Physical Education Instructor ERIC AESCHLIMANN

Hires: BRIAN SCRANTON Assistant/JV Football Coach, DIANE HELGERSON as Food & Nutrition Operations Manager, TYREL CLARK as Assistant Cross-Country Coach, REECE OLSON, CORT WILSON, and WYATT KIRTZ as Summer Student Custodial Help, LOGAN CLARK as English Language Arts Teacher, ELIZABETH STROBEL as Elementary Physical Education Teacher, SARAH CARLSON as High School Principal, JOHN OSTROWSKI as Middle School Principal

Donations: None

**HEARING OF REPORTS**

Superintendent Frie relayed that, although it was his first work of in-person week with the School District, he has been very impressed. Before making the move, he had been doing a lot of groundwork from Minneota, and connecting virtually with many people at Dover-Eyota. He thanked the Board and community for the opportunity to serve as Dover-Eyota's Superintendent, and said he looks forward to working with the excellent team. He said, "Thank you for this opportunity. I promise you're going to get the very best effort from me, intensity, high energy, and high expectations." Superintendent Frie extended thanks to those who helped him during the moving process, including Riley Hammel, Shawwna Seaquist, Ron and Lori Pagel, and Tara Dabelstein and her family. Superintendent Frie said that he and his family has felt very welcomed at the school and in the community. His first week has been busy. Superintendent Frie noted that, in some instances, there is a glaring need to improve on existing procedures, and that he is excited about structuring clear expectations for the high school in the coming school year. He is excited about working with Principal

Carlson, Principal Ostrowski, and Principal Midge in their new roles. He said, "Sarah Carlson will bring lot of energy and excitement to the high school, and John will bring a great energy, excitement, and experience to the middle school." Ben Midge was scheduled to begin work (in-person) the following week. Superintendent Frie said that they are working to provide clear expectations within the custodial department and district-wide, and have also been working to update outdated job descriptions (some of which are over 10 years old), and a Paraprofessional Evaluation process. He added that he has enjoyed hearing about the Band's trip to Florida, and their success there. Work on the proposed referendum has been ongoing, and Superintendent Frie met with Rob Brown, of Nexus, earlier that day. Superintendent Frie received communication from the Department of Education, stating that the referendum proposal is well done. There will be a Facebook Live event on July 21 at 7 PM, an in-person Informational Meeting on July 20 at 7 PM in the Media Center, and an in-person Informational Meeting on July 27 at 7 PM in the Media Center, where attendees can learn more about the proposed referendum. The Review and Comment meeting will be Tuesday, July 19, at 6 PM, meeting the deadline of July 20<sup>th</sup>.

#### Board of Education Committee Reports & Communication

**DeMuth** – Stated that the Negotiations Committee met and is working on the budget. Member DeMuth also said that the Community Education Advisory Committee met that afternoon. They are looking for more volunteers from community to be part of the Committee.

**Duellman** – Stated that the Purchasing Committee met before the Board meeting. At the August meeting, the Board will review all Committees and consider combining related topics.

**Hammel** – Stated that he will attend upcoming Minnesota School Board Training. Following discussion, the Board clarified that the District does pay for this training.

**Johnson** – Stated that the Negotiations Committee met and continues to work hard on the budget.

**McFarlen** – None

**Seaquist** – None

**Pagel** – Stated that the Personnel Committee has been meeting, and that volunteers from the Board are needed to help with Eyota Days events, including Burger Night, Bingo Night, and the Parade.

#### **ADJOURNMENT**

A motion was made by Member Johnson, seconded by Member DeMuth, and carried unanimously to adjourn the meeting at 7:20 PM.

Heather Duellman, Clerk  
TD/LK