

# REGULAR BOARD MEETING MINUTES

Monday, December 13, 2021

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 6:30 PM in the Dover-Eyota High School Media Center. Other Board members present: Don Andring, Tamara DeMuth, Heather Duellman, James Johnson, Jessica McFarlen, Shawna Seaquist and Superintendent Mike Carolan. Absent: none. Also in attendance were High School Principal Todd Rowekamp, Elementary Principal Dr. Jeanne Svobodny, Teaching & Learning Director Heather Lyke, Business Manager Gary Betcher, and Administrative Assistant Tara Dabelstein.

The Pledge of Allegiance was recited.

## Approve the Amended Agenda

A motion was made by Member McFarlen, seconded by Member Andring, and carried unanimously to approve the amended agenda.

## Visitors to Address the Board

Ms. Tracy Krucker addressed the School Board regarding masks having to be worn in gym classes. She was wondering why athletes do not need to wear a mask when competing in the same gyms but students need to wear them while participating in gym class. She urged the School Board to examine this and asked that masks not be worn during the gym classes.

## Consent – Approve Board Meeting Minutes

A motion was made by Member McFarlen, seconded by Member Johnson, and carried unanimously to approve the November 8, 2021 Regular Board Meeting Minutes, and the November 22, 2021 Mini Retreat Board Meeting Minutes

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

With Member Andring abstaining, a motion was made by Member McFarlen, seconded by Member DeMuth, and carried unanimously to approve the Regular District Bills totaling \$91,525.24, and the Special District Bills totaling \$146,161.42.

## Approve the Treasurer's Report

A motion was made by Member DeMuth, seconded by Member McFarlen, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$5,736,876.31, and the November electronic transfers.

## **RECOGNITIONS**

High School Principal Todd Rowekamp recognized the Fall Trap Team. He shared that there were 15 Dover-Eyota students who participated, Odessa Ward and Marshall Carlson, joined Mr. Rowekamp for this recognition. The other team members who did not make it to the meeting were, Mason Ihrke, Landon Ihrke, Tyler Sass, Gavin Gansen, Ethan McCann, Thomas Peterson, Cannon Axley, Hunter Axley, Taylon Axley, Rylie Durdahl, Sullivan Flaby, Lucas Nechville, and Marshall Weis. The Dover-Eyota team took 2<sup>nd</sup> place in conference, and Odessa Ward received 2<sup>nd</sup> place overall for the female high average in the conference with a score of 21.8 out of 25.

Superintendent Carolan recognized three of the board members, Seaquist, Duellman, and DeMuth for completing all phases of the MSBA training,

Superintendent Carolan recognized Member Andring for his 28 years of service on the school board, with a plaque and a Dover-Eyota Eagles jacket. Member Andring shared that he will miss being here, and that things just moved really fast that made his resignation happen. He closed by thanking everyone.

## **CABINET COMMUNICATIONS**

High School Principal – Todd Rowekamp shared the following: 1) The Sharing Tree program, which has been going on in this community for many years was doing different fundraisers this last week. One of the

fundraisers was a pie in the face contest. Each class had a jar with three names: Mr. Rowekamp, Mr. Vrieze, and Mr. Hammel. Mr. Rowekamp's jar gained the most donations, therefore, he was pied three times. The Sharing Tree pie fundraiser raised \$1,450. 2) He also discussed masks and them being worn gym during physical education classes. It was stated that this topic will be brought up for discussion at the next Covid Advisory meeting.

Assistant Principal – John Ostrowski shared the following: 1) He continues to meet with students about behavior. 2) He is working on MTSS for the middle school. 3) He let the school board know that he would be getting a pie in the face the next day.

Teaching & Learning Department – Heather Lyke shared the following: 1) She is very excited about the expanded partnership, creating the SE MN Community of Instructional Reading Practices. This is a team effort she is working with Scott Moline (HVED), and Gina Meinertz (Spring Grove schools).

Elementary School Principal – Dr. Jeanne Svobodny shared the following: 1) The elementary had their 10 Days of Giving and the amount of food brought in was incredible. She stated that Dover-Eyota is a very generous community and she thank the families for donating to others in the community. 2) She shared that the PreK-2 Grade is enjoying the new phonics program, Heggerty. 3) Teachers have been sharing their PLT work at faculty meetings, one presentation per meeting, and they are usually 1-2 minutes. 4) She shared that she is still feeling the effects of the sub shortage. She has had several teachers who have had deaths and it had been hard to fill their absences. She has a long-term substitute position coming up and no applicants for that. 5) Lastly, she shared that the elementary has some fun things planned for this week and next, December to remember, where each day there is a new fun activity to participate in. They are making it fun and helping build the morale.

## **REPORTS**

COVID 19 Updates- Superintendent Carolan shared the following: 1) The district is observing an uptick in cases in both elementary and secondary. He also shared that there are tests available for families as needed and that these tests are being used for testing the three days after the student finishes the seven-day quarantine. He also shared that the concern regarding wearing masks during physical education will be discussed. 2) Dover-Eyota is hosting a vaccine clinic at the elementary school for ages 5-11. This clinic is being put on by Olmsted County.

Review World's Best Workforce & Achievement and Integration Report for 2020-2021 – Teaching & Learning Director Heather Lyke went through her report for the school board's information.

## **OLD BUSINESS**

### Second Reading and Approval of the 2022-2023 Academic Calendar

A motion was made by Member Andring, seconded by Member Seaquist, and carried unanimously to approve the 2022-2023 Academic Calendar. (Attachment A)

### Approval of Close-Up trip to Washington DC January 2022

A motion was made by Member Andring, seconded by Member DeMuth, and carried unanimously to approve the Close-Up Trip to Washington D.C.

## **NEW BUSINESS**

### Approval of the Final 2021 Payable 2022 Levy (Attachment B)

Ms. Shelby McQuay, Senior Municipal Advisor, from Ehlers, presented on the levy and the abatement bond. The board discussed the bond and shared their thoughts on the pros and cons of the bond.

A motion was made by Member Andring, seconded by Member Demuth, to approve the Final 2021 Payable 2022 Levy as it was presented. A roll call vote was taken with the following voting in favor: Andring, DeMuth, Duellman, McFarlen, Pagel, and Seaquist. Those voting against the same: Johnson. The motion passed with majority.

### Annual Adoption of the Resolution Establishing Combined Polling Place

A motion was made by Member Johnson, seconded by Member Duellman, and carried unanimously to adopt the Resolution Establishing a Combined Polling Place (Attachment C). A roll call vote was taken with the

following voting in favor: Andring, DeMuth, Duellman, Johnson, McFarlen, Pagel, Seaquist. Those voting against the same: none. The resolution carried unanimously.

Accept Resignation of Member Don Andring

A motion was made by Member McFarlen, seconded by Member Johnson, and carried unanimously to accept the resignation of Member Andring.

Approve the Resolution Declaring School Board Vacancy Due to Resignation

A motion was made by Member McFarlen, seconded by Member Seaquist, and carried unanimously to adopt the Resolution Declaring School Board Vacancy Due to Resignation. A roll call vote was taken with the following voting in favor: Andring, DeMuth, Duellman, Johnson, McFarlen, Pagel, Seaquist. Those voting against the same: none. The resolution carried unanimously.

**RESOLUTION DECLARING SCHOOL BOARD VACANCY DUE TO RESIGNATION**

WHEREAS, school board member Don Andring has provided written notification of his resignation from the school board effective Tuesday, December 14, 2021;

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 533, State of Minnesota, as follows:

Effective Tuesday, December 14, 2021 the school board declares a permanent vacancy exists in the office of school board member with a term expiring the first Monday in January 2023.

This Resolution is adopted as of the 13 day of December, 2021.

Accept Retirement of Superintendent of Schools

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to accept the retirement of Superintendent Michael Carolan effective June 30, 2022.

Consent – Accept Resignations and Hires and Donation

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

FMLA Leave Request: STEVEN TAUER would like to extend his FMLA leave an additional 3 weeks to January 21, 2022.

Resignations: BRETT VESEL Head Varsity Football Coach, IKE VESEL Assistant Track Coach, Assistant Football Coach, and Assistant Wrestling Coach

Hires: SHAWN GREEN as Interim SACC Coordinator, JILL MAGNUSON as Targeted Services Teacher, TINA TURGEON as Targeted Services Afterschool Paraprofessional, HANNAH BAUMAN as Long-Term Math Substitute, REED HAMMEL as SACC Aide, XAVIER RISER as Assistant Wrestling Coach

Donations: \$300 from PATT for 4th & 5th grade party, Two Truck Loads of wood chips to the school woods by CHESTER WOODS PARK, Use of their truck for the two truckloads of wood chips by DEAN ALLEN and GARLIN DAIRY, \$383.95 from GIRL SCOUTS for 6th grade activities/trips/party, \$150 from EYOTA AMERICAN LEGION AUXILARY for the Angel Food Account; \$20 from RAMONA FISHER to Drama, \$20 from LUAN DANIELS for the Sharing Tree

**HEARING OF REPORTS**

Superintendent Carolan relayed the following: 1) He has the opportunity to test out JMC notification system for the first time this year, and he believes it went well. 2) He commented on teacher burnout and what other districts are doing, i.e. adding more days off to the calendars. He noted that Dover-Eyota is not in a position to be able to offer that but he did suggest allowing snow days to be just snow days, no additional work or time accounted for on those days, unless the district gets to the point of needing to add e-learning or schools days back on the calendar (7 or 8 days). Superintendent Carolan will work on a MOU for this change form contract language for this year only. 3) The Diversity Council is meeting and at this time it is still primarily

community members, but they are working on getting a teacher group and student group started. 4) The new strategic planning has started with Nexus. Dates are being scheduled and the Educational Administration Team (EAT) will be looking for community members to be part of this planning.

#### Board of Education Committee Reports & Communication

**Andring** – Shared that he has served under four different superintendents over the years, and that he is sorry to see Superintendent Carolan leave, but that he understands his decision. He also shared that it has been a great pleasure to serve on the Dover-Eyota School Board. He stated that he has learned a lot over the years and that he thanks Dover-Eyota not only for his education, but his children, and now his grandkids are going here too. He stated that he believes the district is in good hands and noted how the community has always been very supportive. He closed by telling the other members to keep up the good work, and letting them know that he really appreciates all of them.

**DeMuth** –Nothing to add.

**Duellman** – Shared that she attended the World’s Best Workforce Meeting, and that it was educational for her and it is nice to get her head around all of it. She also thanked Member Andring for his service to the school board.

**Johnson** –Nothing to add.

**McFarlen** –Nothing to add.

**Seaquist** – Shared that she has been attending the Diversity Council Meetings and she is learning a lot there. She also thanked Member Andring for his service.

**Pagel** – Shared that he appreciated the comments and discussion on the levy and abatement bond. He thanked Member Andring for all his years of service to the district.

#### ADJOURNMENT

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to adjourn the meeting at 8:33 PM.

Heather Duellman, Clerk  
TD

Final Board approved 12/13/21

No School for Gr K-5 on September 6 & 7 due to scheduled conferences/assessments

**Dover-Eyota Public Schools  
2022-2023 Calendar**

Student contact days: 175  
P/T conference days (24 hours)  
Inservice Workday  
8/29 8/29  
8/30 8/30  
8/31 8/31  
9/1 9/1  
4/5 4/5

Work / Inservice days may be adjusted by the individual building.  
Q1 = 46 days  
Q2 = 45 days  
Q3 = 46 days  
Q4 = 38 days

**KEY:**  
NS = No School  
I = Inservice for teachers  
W = Workday for teachers  
EO = Early Out (EL @ 12:55, HS @ 1:07.)  
LS = 1-Hr Late Start  
[Solid Grey] = vacation or holiday  
[Dotted Grey] = bldgs. closed

Graduation 5/28

July 2022					August 2022					September 2022							
				1	1	2	3	4	5				1	2			
4	5	6	7	8	8	9	10	11	12	5	NS Labor Day Bldgs Closed	6	6-12 First Student Day	7	8	9	
Bldgs Closed										12		13		14	15	16	
11	12	13	14	15	15	16	17	18	19				LS				
										19		20		21	22	23	
18	19	20	21	22	22	23	24	25	26				LS				
										26		27		28	29	30	
25	26	27	28	29	29	30	31						LS				
					W/I	W/I	W/I										
October 2022					November 2022					December 2022							
3	4	5	6	7		1	2	3	4				1	2			
		LS					LS										
10	11	12	13	14	7	8	9	10	11	5	6	7	8	9			
		LS					LS		11 [Dotted Grey] [Dotted Grey] Day End of 1 <sup>st</sup> Quarter			LS					
17	18	19	NS	20	NS	21	NS	14	15	16	17	18	12	13	14	15	16
K-12 PM Conferenc es	K-12 PM Conferenc es	K-5 Conferenc es		MEA				NS W/I		LS					LS		
24	25	26	27	28	21	22	23	24	25	19	20	21	22	23			
	LS						NS	Bldg Closed [Dotted Grey]	NS Bldgs Closed			LS					
31					28	29	30			26	NS Bldgs Closed	27	NS	28	29	30	
							LS			NS Bldgs Closed		NS	NS	NS	NS Bldgs Closed		
January 2023					February 2023					March 2023							
2	NS	3	4	5	6			1	2	3			1	2	3		
Bldgs Closed		School Resumes	LS					LS					LS				
9	10	11	12	13	6	7	8	9	10	6	7	8	9	10			
		LS					LS					LS					
16	17	18	19	20	13	14	15	16	17	13	14	15	16	17			
Mark Luther King Jr. Day		LS					LS					LS					
23	24	25	26	27	28	20	21	22	23	24	20	21	22	23	24		
		LS		EO/W End 2 <sup>nd</sup> Quarter		K-12 PM Confer- ences		LS	K-5 PM Confer- ences	NS			LS				
30	31				27	28				27	28	29	30	31			
												LS					
April 2023					May 2023					June 2023							
3	4	5	6	7	1	2	3	4	5				1	2			
	End 3rd Quarter	NS W/I	NS	NS Bldgs Closed [Dotted Grey]			LS						EO/W End 4 <sup>th</sup> Quarter	W/I			
10	11	12	13	14	8	9	10	11	12	5	6	7	8	9			
School Resumes		LS					LS										
17	18	19	20	21	15	16	17	18	19	12	13	14	15	16			
		LS					LS										
24	25	26	27	28	22	23	24	25	26	19	20	21	22	23			
		LS					LS	Last Day for Seniors									
					29	NS Bldgs Closed [Dotted Grey]	30	31		26	27	28	29	30			

### Dover-Eyota Schools 2022-2023 Calendar

Mon/Fri, TBD	New Staff Workshop (5 days)
Mon, August 29	K-12 Teacher Workday/Inservice
Tue, August 30	K-12 Teacher Workday/Inservice Employee Breakfast, 7:30 AM
Wed, August 31	K-12 Teacher Workday/Inservice
Thu, September 1	K-12 Teacher Workday/Inservice
Mon, September 5	Labor Day – Buildings Closed
Tues, September 6	Grades 6-12 First Day of School – No School for Grades K-5 Due to Scheduled Conferences/Assessments
Wed, September 7	No School for Grades K-5 Due to Scheduled Conferences/Assessments
Thurs, September 8	Grades K-5 First Day of School (1/2 day for K with parents)
Mon, October 17	Regular School Day – K-12 Parent/Student/Teacher Conferences (see below)
Tue, October 18	Regular School Day – K-12 Parent/Student/Teacher Conferences (see below)
Wed, October 19	No School – K-5 Parent/Student/Teacher Conferences (see below)
Thu-Fri, Oct. 20-21	No School – Teacher Convention
Fri, November 11	End of 1 <sup>st</sup> Quarter
Mon, November 14	No School – K-12 Teacher Inservice/Workday
Wed, November 23	No School
Thu, November 24	No School – Thanksgiving – Buildings Closed/No Student Activities
Fri, November 25	No School – Buildings Closed
Mon, Dec. 26-Mon, Jan 2	No School – Winter Holiday–Buildings Closed 12/24, 12/25, 12/26 & 12/30, 1/2 Bldgs. Closed/No Student Activities 12/25 & 1/1
Tues, January 3	School Resumes
Fri, January 27	End of 2 <sup>nd</sup> Quarter, Early Out - Teacher Work
Mon, February 20	Regular School Day - K-12 Parent/Student Teacher Conferences (see below)
Thu, February 23	Regular School Day - K-5 Parent/Student/Teacher Conferences (see below)
Fri, February 24	No School
Tues, April 4	End of 3 <sup>rd</sup> Quarter
Wed, April 5	No School – K-12 Teacher Work Day/Inservice
Thurs, April 6	No School
Fri, April 15	No School – Buildings Closed/No Student Activities
Mon, April 10	School Resumes
Thu, May 25	Last Day of Classes for Seniors
Sun, May 28	Graduation, 1:30 PM
Mon, May 29	No School – Memorial Day – Buildings Closed
Thurs, June 1	End of 4 <sup>th</sup> Quarter – Last Day for Students – Early Out - Teacher Work Day
Fri, June 2	K-12 Teacher Workday/Inservice

### Dover-Eyota Parent/Student/Teacher Conference Schedule

<p><b>High School (Fall)</b> Grades 6-12                  Mon, October 17 – Conferences time 3:30-7:30 PM                  Tue, October 18 – Conferences time 3:30-7:30 PM                  TBD – 7-12 Open House, 3:30-7:30 PM</p> <p><b>High School (Winter)</b> Grades 6-12                  TBD – Evening Parent Contact Days 3:30-7:30 PM                  Mon, February 20 – Conferences time 3:30-7:30 PM</p>	<p><b>Elementary (Fall)</b> Grades K-5                  Mon, October 17 – Conferences 3:30-7:00 PM                  Tue, October 18 – Conferences 3:30-7:00 PM                  Wed, October 19 – Conferences 7:30 AM-3:30 PM</p> <p><b>Elementary (Winter)</b> Grades K-5                  Mon, February 20 – Conferences 3:30-7:00 PM                  Thu, February 23 – Conferences 3:30-7:00 PM</p>
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	Reg Att Days	Early Outs	1 Hr Late Starts
Q1	46		
Q2	45	1/27	Wednesdays 9/14 through 5/24
Q3	46	& 6/1	
Q4	38		
TOTALS	175		

12/17/21, 11:58 AM

Levy Certification

Minnesota Department of Education  
Levy Limitation and Certification Report  
2021 Payable 2022

District Number/Type: 0517-01  
District Name: Dover-Flycatcher Public School District  
Home County: DUMSTED

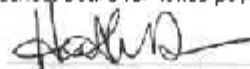
Date Printed: 12/17/21  
Limits Updated: 12/17/21  
Certified Submitted:  
12/17/21

	LIMIT	PROPOSED	CERTIFIED
<b>SUBTOTALS BY LEVY CATEGORY</b>			
GENERAL - NTC VOTER - JOBZ EXEMPT	0.00	0.00	0.00
GENERAL - NTC OTHER - JOBZ EXEMPT	659,473.45	659,473.45	659,473.45
GENERAL - NTC VOTER - JOBZ EXEMPT	0.00	0.00	0.00
GENERAL - NTC OTHER GENED - EXEMPT	6.00	6.00	0.00
GENERAL - NTC OTHER - JOBZ EXEMPT	347,194.74	347,194.74	347,194.74
COMMUNITY SERVICES - NTC OTHER - JOBZ EXEMPT	51,208.95	51,208.95	51,208.95
GENERAL DEBT - NTC VOTER - JOBZ NONEXEMPT	1,072,417.22	1,072,317.20	1,072,417.22
GENERAL DEBT - NTC OTHER - JOBZ NONEXEMPT	440,269.98	513,716.75	440,269.98
OPER DEBT - NTC VOTER - JOBZ NONEXEMPT	0.00	0.00	0.00
OPER DEBT - NTC OTHER - JOBZ NONEXEMPT	0.00	0.00	0.00
<b>SUBTOTALS BY FUND</b>			
GENERAL FUND	1,006,668.19	1,006,668.19	1,006,668.19
COMMUNITY SERVICES FUND	51,208.95	51,208.95	51,208.95
GENERAL DEBT SERVICE FUND	1,512,687.20	1,591,033.45	1,512,687.20
OPER/PENSION DEBT SERVICE FUND	0.00	0.00	0.00
<b>SUBTOTALS BY TAX BASE</b>			
REFERRENDUM MARKET VALUE	659,473.45	659,473.45	659,473.45
NET TAX CAPACITY	1,311,090.89	1,989,737.12	1,311,090.89
<b>SUBTOTALS BY TRUTH IN TAXATION CATEGORY</b>			
VOTER APPROVED	1,072,417.22	1,277,317.20	1,072,417.22
OTHER	1,498,147.12	1,571,503.37	1,498,147.12
<b>TOTAL LEVY</b>			
TOTAL LEVY	2,570,564.34	2,848,820.57	2,570,564.34

The school district must submit the completed original of this form to the home county auditor by December 28, 2021. A duplicate form must be submitted to Minnesota Department of Education, School Finance Division, 1500 Highway 36 West, Roseville, MN 55113, by January 7, 2022.

The certified levy listed above is the levy voted by the school board for taxes payable in 2022.

Signature of School Board Clerk



Date of Certification

12/13/21

**RESOLUTION ESTABLISHING COMBINED POLLING PLACES  
FOR MULTIPLE PRECINCTS AND  
DESIGNATING HOURS DURING WHICH THE POLLING  
PLACES WILL REMAIN OPEN FOR VOTING  
FOR SCHOOL DISTRICT ELECTIONS NOT HELD  
ON THE DAY OF A STATEWIDE ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 533, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. **Each combined polling place must be a polling place that has been designated by a county or municipality.** The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

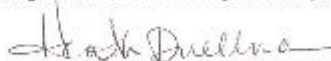
Combined Polling Place: Dover-Eyota High School  
615 South Ave. SW  
Eyota, MN 55934

\*This combined polling place serves all territory in Independent School District No. 533 located in Dover Township, Elmira Township, Eyota Township, Marion Township P-1, Orion Township, Quincy Township, Viola Township, the City of Dover, and the City of Eyota, Olmsted County, Minnesota.

3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.



Heather Duellman, School Board Clerk  
Dover-Eyota Public Schools  
December 13, 2021