

REGULAR BOARD MEETING MINUTES

Monday, June 14, 2021

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 6:12 PM in the Dover-Eyota High School Media Center. Other Board members present: Don Andring, Tamara DeMuth, Heather Duellman, James Johnson, Jessica McFarlan, Shawna Seaquist, and Superintendent Mike Carolan. Absent: None. Also in attendance were High School Principal Todd Rowekamp, Athletic Director/Assistant Principal John Ostrowski, Teaching & Learning Specialist Heather Lyke, Business Manager Gary Betcher, and Administrative Assistant Tara Dabelstein.

The Pledge of Allegiance was recited.

Approve the Agenda

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

Visitors to Address the Board

None

Consent – Approve Board Meeting Minutes

A motion was made by Member McFarlan, seconded by Member Johnson, and carried unanimously to approve the May 10, 2021 Regular Board Meeting Minutes and May 5, 2021 Mini-Retreat Meeting Minutes, and the May 24, 2021 Special Board Meeting Minutes.

Consent – Approve Regular District Bills and Special District Bills

With Member Andring abstaining, a motion was made by Member DeMuth, seconded by Member McFarlan, and carried unanimously to approve the Regular District Bills totaling \$96,484.47, and the Special District Bills totaling \$89,904.86.

Approve the Treasurer's Report

A motion was made by Member Johnson, seconded by Member Seaquist, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$6,476,336.36, and the May electronic transfers.

RECOGNITIONS

The School Board noted the employees honored at the Employee Recognition Dessert on Friday, June 4, 2021.

CABINET COMMUNICATIONS

Teaching & Learning Department – Teaching & Learning Specialist Heather Lyke shared the following: 1) The Summer School program started today. There are 33 students signed up for the first session. There was a great energy in there today. 2) The first book group was held last Tuesday. There were 17 staff that attended the first group. 3) An end of year survey was sent out about two weeks before the end of school year. The idea was to get feedback from staff. Some of the feedback obtained was that staff are ready for Nick and Heather to be back in the classrooms more in a drop-in style fashion, and how videotaping is a good reflection tool and is being used to reflect and work on word choice.

Elementary School Principal – Dr. Jeanne Svobodny was absent.

High School Principal – Todd Rowekamp shared the following: 1) He was glad to hear summer school went as well as it did. 2) Hiring update: he stated that they lucked out with great candidates and hires. There are seven new hires this year at the secondary level. 3) The end of the year was great and it was almost normal from prom, to awards, to graduation. It was nice to finally do things the way we used to do them. 4) Theatre kids did great this year with an online drama club. 5) Trap is one of the fastest growing sports in Minnesota. There are 36-37 kids participating in Trap this year at Dover-Eyota. Wednesday and Thursday seven students will go to State Tournament for Trap.

Activities Director/Assistant Principal – John Ostrowski shared the following: 1) Dover-Eyota Boys Golf were Conference champions. 2) The Middle School Awards were presented online, teachers created videos presenting the award to the students. These turned out great. 3) Dover-Eyota hosted Track Section True Team Meet. 4) On May 28th there were 5th grade tours of the High School/Middle School building. The students were showed the 6th grade classrooms and were told about times in the fall where they would have an opportunity to tour again. 5) The Co-op Girls Hockey will be dissolved due to lack of participation.

REPORTS

Dover-Eyota Eagles Foundation Update – Tyrel Clark shared the following: He followed up with the School Board regarding the capital project that was previously discussed and presented, the concession stand and bathroom project. It had been projected to cost roughly \$390,000 in 2019. Tyrel shared that DEEF has some money set aside for this project but not all of it. They are asking the School Board to partner with them for this project. He would like to nail down a number for fundraising on the project but will need an amount that the School Board can commit to before being able to do that. He would appreciate a number from the School Board before fall so that they can begin their fundraising.

COVID-19 Update – Superintendent Carolan shared the COVID-19 Preparedness Plan and this item was opened for public comments. There were no public comments.

2021-2022 Staffing Updates – Superintendent Carolan shared some of the 2021-2022 new staff positions .8 FTE Reading Interventionist and proposed a new .5 Dean of Students/Assistant for the Elementary Principal.

Chair Pagel asked the board if there were any questions or reservations on the new .5 FTE Dean of Students/Assistant position that was proposed, or if they were willing to give Superintendent Carolan the green light to move forward with this position. There was no hesitancy from the board. Member Johnson did voice his concern about cost, and Member Duellman asked if keeping an assistant principal at the elementary long term was something that should be considered. Superintendent Carolan was given direction and told he could move forward with job description for this new position.

Trash bids were discussed as well during this time. This will be brought to the July meeting.

OLD BUSINESS

Approval of the Revised 2020-2021 Revenue & Expenditure Budget –

A motion was made by member McFarlen, seconded by Member DeMuth, and carried unanimously to approve the Revised 2020-2021 Revenue & Expenditure Budget. (Attachment A)

Business Manager Gary Betcher made slight changes and went over those changes with the Board.

Approval of the Draft 2021-2022 Preliminary Revenue & Expenditure Budget –

A motion was made by member McFarlen, seconded by Member DeMuth, and carried unanimously to approve the Draft 2021-2022 Preliminary Revenue & Expenditure Budget. (Attachment B)

Business Manager Gary Betcher updated a few numbers and went over those areas with the Board.

NEW BUSINESS

Authorize User Access to MDE Secure Website

The Superintendent of Schools was named as the authorized user for our local education agency.

Let Bids for Dairy Products, Fuel Products, and Snow Removal for 2021-22 School Year

A motion was made by member Andring, seconded by Member Johnson, and carried unanimously to let bids for dairy products, fuel products, and snow removal for the fiscal year 2021-2022 and the sealing bid for the elementary parking lot.

First Reading of Policies Requiring Annual Review

There were no changes; the Board will revisit the policies again in July.

Approve Superintendents Contract

A motion was made by member Andring, seconded by Member McFarlen, and carried unanimously to approve the Superintendent's Contract for 2021-2024.

Set Future Mini-Retreat Dates

A motion was made by member Johnson, seconded by Member McFarlen, and carried unanimously to set the following Mini-Retreats to begin on Mondays at 6 PM in the Dover-Eyota High School Media Center: August 23, 2021; November 22, 2021; February 21, 2022; and May 23, 2022.

Consent – Accept Resignations and Hires and Donation

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

Resignations: Band & Music Instructor KATHY MONSON, Route Bus Driver/LRP Rt Driver SABRINA KONKEL, at the end of the summer (8/31/2021) Custodian TOM GAGE, Footsteps ECFE Child Educator ALLI KITTLESON, Physical Education/Health Instructor and Girls Varsity Soccer Coach BRAD HAK, Food & Nutrition Operations Manager GINNI CORMACK, Physical Education Instructor HOLLY CALLAHAN, and English Instructor STEVEN STEVENSON.

Hires: SHAUNA YOUNG, SHANNON DOHRN, & SHYANN ELLIOTT as Summer School Paraprofessional, MICHELLE MCNALLAN, & RACHEL HOEHNE as Summer School Teachers, SIDNEY MUSEHL as 5th Grade Instructor, SOPHIE SEVRE, HOLLY SEXTON and ABIGAIL DODD as Summer Custodian Helpers, AARON JOHNSON as Varsity Girls Soccer Coach, MADDIE FIELD as LTS Art Substitute

Donations: MINNESOTA DEER HUNTER'S ASS'N \$250 to the Clay Target Team

HEARING OF REPORTS

Supt. Carolan relayed the following: 1) Where some of our recent 2021 graduates plan to attend college in the fall. 2) The high school started their first day of summer school. Elementary summer school starts next week. There was some preschool grant money was offered to help with elementary summer school. Transportation is offered to the elementary students to help make it possible for students to attend summer school. 3) COVID Council has not met in a while but will need to meet and have some closure of different items. 4) Mental Health awareness and the agreement with Family Services Rochester has been signed. 5) Dover-Eyota will not be offering distance learning in the fall. 6) Negotiations have stalled with summer but there is work being done on getting them up and going again. 7) The Bus Drivers contract will be presented at next month's meeting. 8) The Fitness Center is ready to be put back in action for the community usage. It will have limited hours approximately 5-10 pm each evening to try and limit the overlap of adult and student use. 9) Teacher On Call is a company that we will be looking deeper into as a possibility for Dover-Eyota to use for substitute providers.

Board of Education Committee Reports & Communication

Andring – Was unable to attend the most recent Negotiation Committee meeting.

DeMuth – Was part of the initial Negotiation Committee meeting, working to schedule more.

Duellman – No meetings, but is very interested to hear more about the summer school program and how it works.

Johnson – Met with the Superintendent about the contract renewal, which was approved that evening. Negotiations had their initial meeting but subsequent meetings have not worked out so still trying to schedule those.

McFarlen – None

Seaquist – None

Pagel – HVED negotiations has a tentative agreement. Graduation was well attended and ran well. It was good to get back to a pretty normal ceremony.

ADJOURNMENT

A motion was made by Member Johnson, seconded by Member McFarlen, and carried unanimously to adjourn the meeting at 8:36 PM.

Heather Duellman, Clerk
TD

DOVER-EYOTA PUBLIC
Independent School District #533

2020 - 2021
REVENUE & EXPENDITURE BUDGET

Revised
June 14, 2021

FUND	REVENUE	EXPENDITURES	NET
GENERAL FUND	\$12,139,796	\$11,959,114	\$180,682
<i>Unassigned</i>	<i>\$10,929,992</i>	<i>\$10,963,960</i>	<i>(\$33,968)</i>
<i>H & S / Integ. / Unemp.</i>	<i>\$61,521</i>	<i>\$66,382</i>	<i>(\$4,861)</i>
<i>Long Term Facility Maint.</i>	<i>\$473,120</i>	<i>\$243,200</i>	<i>\$229,920</i>
<i>Oper. Capital</i>	<i>\$267,962</i>	<i>\$166,350</i>	<i>\$101,612</i>
<i>Restricted / Assigned</i>	<i>\$407,201</i>	<i>\$519,222</i>	<i>(\$112,021)</i>
FOOD SERVICE	\$501,928	\$545,897	(\$43,969)
COMMUNITY ED.	\$318,225	\$392,109	(\$73,884)
<i>Reserved - CE</i>	<i>\$129,644</i>	<i>\$178,316</i>	<i>(\$48,672)</i>
<i>School Readiness</i>	<i>\$150,802</i>	<i>\$204,401</i>	<i>(\$53,599)</i>
<i>EC Family Ed.</i>	<i>\$35,279</i>	<i>\$5,096</i>	<i>\$30,183</i>
<i>Undesignated</i>	<i>\$2,500</i>	<i>\$4,296</i>	<i>(\$1,796)</i>

DOVER-EYOTA PUBLIC

Independent School District #533

2021 - 2022 REVENUE & EXPENDITURE BUDGET

Preliminary
June 14, 2021

FUND	REVENUE	EXPENDITURES	NET
GENERAL FUND	\$12,043,678	\$11,770,057	\$273,621
<i>Unassigned</i>	<i>\$10,784,252</i>	<i>\$10,985,617</i>	<i>(\$201,365)</i>
<i>H & S / Integ. / Unemp.</i>	<i>\$66,521</i>	<i>\$66,382</i>	<i>\$139</i>
<i>Long Term Facility Maint.</i>	<i>\$473,120</i>	<i>\$111,514</i>	<i>\$361,606</i>
<i>Oper. Capital</i>	<i>\$267,962</i>	<i>\$166,350</i>	<i>\$101,612</i>
<i>Restricted / Assigned</i>	<i>\$451,823</i>	<i>\$440,194</i>	<i>\$11,629</i>
FOOD SERVICE	\$616,000	\$653,329	(\$37,329)
COMMUNITY ED.	\$433,480	\$462,567	(\$29,087)
<i>Reserved - CE</i>	<i>\$189,454</i>	<i>\$202,349</i>	<i>(\$12,895)</i>
<i>School Readiness</i>	<i>\$203,302</i>	<i>\$228,039</i>	<i>(\$24,737)</i>
<i>EC Family Ed.</i>	<i>\$38,224</i>	<i>\$29,479</i>	<i>\$8,745</i>
<i>Undesignated</i>	<i>\$2,500</i>	<i>\$2,700</i>	<i>(\$200)</i>