

# REGULAR BOARD MEETING MINUTES

Monday, April 13, 2020

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 6:18 PM virtually via Microsoft Teams. Other Board members present: Don Andring, Julie Austinson, Heather Duellman, James Johnson, Jessica McFarlan, Linda Nelson, Student Board Member Kylie Clark, and Superintendent Mike Carolan. Absent: None. Also in attendance were High School Principal Todd Rowekamp, Elementary Principal Dr. Jeanne Svobodny, Athletic Director/Assistant Principal John Ostrowski, Teaching & Learning Director Nick Truxal, Business Manager Gary Betcher, Technology Director Bryan Berg and Administrative Assistant Tara Dabelstein.

The Pledge of Allegiance was recited.

## Approve the Agenda

A motion was made by Member Johnson, seconded by Member Nelson, and carried unanimously to approve the agenda. A roll call vote was taken with the following voting in favor: Andring, Austinson, Duellman, Nelson, Johnson, McFarlan, and Pagel. Those voting against the same: none. The motion carried unanimously.

## Visitors to Address the Board

None

## Board Meeting Minutes

A motion was made by Member Johnson, seconded by Member Austinson, and carried unanimously to approve the March 9, 2020 Regular Board Meeting Minutes. A roll call vote was taken with the following voting in favor: Andring, Austinson, Duellman, Nelson, Johnson, McFarlan, and Pagel. Those voting against the same: none. The motion carried unanimously.

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

With Member Andring abstaining, a motion was made by Member Johnson, seconded by Member Austinson, and carried unanimously to approve the Regular District Bills totaling \$238,918.47, and the Special District Bills totaling \$93,706.72. A roll call vote was taken with the following voting in favor: Austinson, Duellman, Nelson, Johnson, McFarlan, and Pagel. Those voting against the same: none. The motion carried unanimously.

## Approve the Treasurer's Report

A motion was made by Member McFarlan, seconded by Member Andring and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$4,337,119.22 and the March electronic transfers. A roll call vote was taken with the following voting in favor: Andring, Austinson, Duellman, Nelson, Johnson, McFarlan, and Pagel. Those voting against the same: none. The motion carried unanimously.

## RECOGNITIONS

Superintendent Carolan recognized the Administrators working with teachers on professional development and learning and understanding how to use the new platform, Microsoft Teams and how to instruct during the distance and online learning. He also recognized Teaching and Learning Director Nick Truxal who has been an invaluable part in this process as well as, Damon Hammel and Tami Rhea stepping up as teacher leaders. He also recognized Allison Benike, John Pittenger, Rachel Hoehne, Christine Peterson, Tom Flaig, Ryan Scheevel, Vicky Humble, Eric Aeschlimann, and Becca Rudquist who have provided a great deal of extra help. Food & Nutrition Director Carrie Frank and her food service team have stepped up and were able provide food in such a quick manner.

Member Duellman wanted to recognize the administration, from a parent's perspective, for all their hard work, and stated that due to their dedication and hard work distance learning has been going smoothly for her family.

## **CABINET COMMUNICATIONS**

High School Principal – Todd Rowekamp shared the following: 1) It is neat to watch the staff really come together to make distance learning such a success. The students and parents are doing an amazing job too. 2) A survey will be sent out to get a sense of how things are going with the students and parents during distance learning. 3) He along with Guidance Counselor Ryan McRae are reviewing registration and preparing for next year. Part of that process is reviewing PSEO enrollments, and the trend continues show a decline. There appears to be fewer choosing to go full time, and more are electing to do part time. Concurrent enrollment classes are proving to be a great option for many students. 4) Graduation and prom are up in the air as of now. A letter was sent out to parents and seniors regarding graduation, letting them know that we are still in a waiting mode to see what is directed from Governor and the State.

Activities Director/Assistant Principal – John Ostrowski shared the following: 1) Spring sports fees were returned, and e-mail was sent to all participants that had paid letting them know that refunds were coming and if the seasons were able to start there would be no fees. 2) There is no clay target. 3) A donation was given from a 1965 graduate for a stats panel on one of the score boards in the gym. The panel will be shipped June 4<sup>th</sup>.

Teaching & Learning Department – Nick Truxal shared the following: 1) A big thank you all staff who have been incredible during this unusual time. 2) To the best of his knowledge, the MCA have been cancelled.

Elementary School Principal – Dr. Jeanne Svobodny shared the following: 1) She couldn't be more proud of the way the teachers have reacted to this major change. She feels that there are real opportunities to use what has been learned when we are able to return to the classrooms. Teachers have really modeled, critical thinking, creativity, collaboration and communication during this distance learning. 2) The emergency childcare are following many safety protocols such as, when anyone comes in, staff included, temperatures are taken, and students temperatures are taken again approximately four hours after they arrive. Masks for students and staff to wear have been given out, they are not required but are there for use. There is lot of hand washing, and social distancing as well. Susan Keller-Schaefer and Jenna Skrukud have done a really good job taking safety precautions. 3) There has been really high attendance at the live sessions. 4) It had been a challenge on how to keep the paraprofessionals engaged and busy with meaningful work. They have been divided to 3 groups, child care, extra cleaning, and online student support. This seems to be working well. 5) There are concerns that the gap between learners will get larger during this distance learning if students do not have parent support or for those who do not have the opportunity or access to use online support. Teachers and administration are still meeting in teams to be sure all students are getting the support they need and that no one is falling through the cracks. Staff are making sure the students know they are available and care. 6) If school is out through the end of the year, there will need to be a way to give the students closure with one teacher so they are ready to start the new year with a new teacher.

**District Feedback Forms - None**

## **STUDENT BOARD MEMBER COMMUNICATIONS**

**Kylie Clark** – Shared the following high school updates: 1) Due to school not being in regular session and all students doing distance learning the activities have either been cancelled or postponed until further notice. 2) Students are struggling with social distancing and there are a lot of concerns regarding prom and graduation.

## **REPORTS**

Update by Technology Director Bryan Berg on Microsoft Teams/Distance Learning: Credit to Teaching and Learning Director Nick Truxal and Teaching and Learning Specialist Peter Dodds for the Microsoft Teams training. There was an initial challenge to figure out how to be able to provide enough devices for staff and students who were in need. There were surveys sent out, and the secretaries called families, to ask who would need devices and or who would need assistance with connectivity via Verizon hotspots. Dover-Eyota was able to get 90 Verizon hotspots, which have been very helpful so far with staff and students being able to use them. A Parent/Student Tech Help portal was created and is being used, and the demand has dropped. He couldn't have asked for a better group of people to work with to make this work so smoothly.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### Approve Auditing Contract with Clifton/Allen/Larson

A motion was made by Member Johnson, seconded by Member Nelson, and carried unanimously to approve the Auditing Contract with Clifton/Allen/Larson. A roll call vote was taken with the following voting in favor: Andring, Austinson, Duellman, Nelson, Johnson, McFarlen, and Pagel. Those voting against the same: none. The motion carried unanimously.

### Approve the Reduction Resolution

A motion was made by Member Nelson, seconded by Member Johnson, and carried unanimously to approve the following resolution:

#### **RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFOR.**

WHEREAS, there may be a reduction in student enrollment within certain programs, and,  
WHEREAS, this decrease in student enrollment within certain programs may include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 533, as follows:  
That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions as a result of a reduction in enrollment within certain programs, and to make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

A roll call vote was taken with the following voting in favor: Andring, Austinson, Duellman, Nelson, Johnson, McFarlen, and Pagel. Those voting against the same: none. The motion carried unanimously.

### Approve the letting of bid for two new busses

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to let bids for two new busses. A roll call vote was taken with the following voting in favor: Andring, Austinson, Duellman, Nelson, Johnson, McFarlen, and Pagel. Those voting against the same: none. The motion carried unanimously.

### Consent – Accept Resignations, Hires, and Donations

A motion was made by Member Nelson, seconded by Member Johnson, and carried unanimously to:

Accept Resignations: None

Accept Hires: JOHN OSTROWSKI as Junior High Baseball Coach.

Donations: To the Dover-Eyota Athletics for scoreboard additions \$10,000 from an ANONYMOUS donor; to Dover-Eyota Drama Department \$200 from ZWINGLI UNITED CHURCH OF CHRIST; to multiple Dover-Eyota programs \$10,650 from PATT; to Dover-Eyota Food & Nutrition Program \$100 from PHILIP & NISSA KRALING.

A roll call vote was taken with the following voting in favor: Andring, Austinson, Duellman, Nelson, Johnson, McFarlen, and Pagel. Those voting against the same: none. The motion carried unanimously.

## **HEARING OF REPORTS**

Supt. Carolan relayed the following: 1) The RCTC bill came in less this year, with the concurrent enrollment classes using that savings. 2) Susan Keller-Schaefer and Jenna Skrukud have done a great job organizing Emergency Childcare. 3) The food service is partnering with Channel One, adding partnership in the community. 4) The custodial staff is busy deep cleaning both buildings. 5) There is regular communication posted on the district web page, Facebook, and Twitter. 6) The Building and Grounds Committee has been put on hold due to shelter at home order. 7) Member Johnson asked if the distance learning platform will be used for snow days. Supt. Carolan replied that it is a good launching pad to work with, structure and format, but the district will need to work through equitable access. 8) Member Johnson also asked about the 2008-09 recession and if it was likely we will see similar difficulties during economic downturn. Supt. Carolan stated that we have a solid budget, and that we will get through it.

## Board of Education Committee Reports & Communication

**Andring** – In regards to saving money is the Mayo trainer being paid full cost with no sports going on. Activities Director John Ostrowski stated that nothing had been said, and shared that a note had gone out to parents and students saying our Athletic Trainer, would still be available if needed via the internet. Member Andring also recognized Supt. Carolan for a fantastic job during this unusual time. Stating that he appreciates what he is doing for the district, and that all teachers and staff have done a wonderful job. He also recognized his son, Tim Andring, for his help him with the technical aspect during this meeting.

**Nelson** – Member Nelson left the meeting at 7:55 pm due to having another meeting.

**Austinson** – No meetings but stated that she is impressed every day with what staff are doing.

**Johnson** – Wanted to echo the feedback to faculty, educators and administrators, for the amazing things they have accomplished and continue to do during this distance learning. He said thank you and noted that it is appreciated both as a parent and a community member.

**Duellman** – Also wanted to echo the previous statements and noted that it has been a smooth transition and that she is able to see hands-on projects for classes, she is very impressed with Dover-Eyota teachers and staff.

**McFarlen** – Had no meetings, and commented that it is hard, being a home with two full time working parents, there are challenges with the distance learning. Her students miss their teachers and the school, but they are working through it and she is impressed with what administration has done it has been great, thank you.

**Page** – HVED meetings have all been virtual meetings via Zoom. They hired a new Human Resource person. He wanted to thank Supt. Carolan and his staff. Supt. Carolan and his staff all pulled together in a meeting that Sunday when orders first came down that schools would be closing. It was amazing to sit in the room and watch as the Cabinet worked out the details. He is amazed at the program that Dover-Eyota came up with to educate our students.

## **ADJOURNMENT**

A motion was made by Member Johnson, seconded by Member Austinson, and carried unanimously to adjourn the meeting at 8:05 PM. A roll call vote was taken with the following voting in favor: Andring, Austinson, Duellman, Johnson, McFarlen, and Page. Those voting against the same: none. (Member Nelson had left the meeting early for prior engagement). The motion carried unanimously.

Julie Austinson, Clerk  
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