

REGULAR BOARD MEETING MINUTES

July 8, 2019

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 6:04 PM in the Dover-Eyota High School Media Center. Other Board members present: Don Andring, Julie Austinson, James Johnson, Jessica McFarlan, Matt Wrubel, and Superintendent Mike Carolan. Absent: Linda Nelson. 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, and Administrative Assistant Tara Dabelstein.

The Pledge of Allegiance was recited.

Approve the Agenda

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

Visitors to Address the Board

None

Board Meeting Minutes

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to approve the June 10, 2019 Regular Board Meeting Minutes.

Consent – Approve Regular District Bills and Special District Bills

With Member Andring abstaining, a motion was made by Member Johnson, seconded by Member Wrubel, and carried unanimously to approve the Regular District Bills totaling \$91,966.04, and the Special District Bills totaling \$109,253.64.

Business Manager Gary Betcher shared an update on the garbage bills. Mr. Betcher shared that, as a business, we are not obligated to use our current garbage provider, and are able to get bids for other service providers. Member Austin shared that there are 8 service providers in the Rochester area. The District will check with custodial staff to review our current usage and understand if we are using the correct amount of dumpsters, as well as the correct size dumpsters for our needs.

Let Bids for Garbage Service Providers

A motion was made by Member Austinson, and seconded by Member Wrubel, and carried unanimously to let bids for garbage service providers.

Approve the Treasurer's Report

A motion was made by Member Austinson, seconded by Member Wrubel, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$5,579,595.12 and the June electronic transfers.

RECOGNITIONS

Supt. Carolan recognized: Teaching & Learning Director Nick Truxal, HS/MS Principal Todd Rowekamp, and Elementary Principal Dr. Jeanne Svobodny for their involvement with the Viola Gopher Count Parade. Dover-Eyota was represented well, with Supt. Carolan driving the van and the others handing out pencils to the viewers.

CABINET COMMUNICATIONS

Elementary School Principal – Dr. Jeanne Svobodny shared the following: 1) Dr. Svobodny stated she had been busy completing the required state reporting, which she says are always changing and keeping her busy. 2) She has also been working on handbook updates trying to be sure they all align with one another. 3) She is organizing the back to school conference assessment days and looks to have letters out to the families the last week of July. 4) No hiring needs in the elementary at this time. 5) Member Austinson asked about summer school participation, Dr. Svobodny shared that the participation was around 18-20 students per class.

High School Principal – Todd Rowekamp shared the following: 1) The Family and Consumer Science Instructor position has been reposted, but after looking today, there are new applications to review. The Long-Term Substitute English position has not had any application submitted so far, however, the posting has not been out for very long. Mr. Rowekamp's next steps will be to review the applications that were submitted for Elementary Instructors to see if any of them may be qualified or interested. 2) Member Austinson asked about the HS/MS disciplinary reporting and if Mr. Rowekamp had numbers of incidents. Mr. Rowekamp explained that the HS/MS reporting was done differently, and that he had not counted all the incidents, so did not have numbers to report. The Board thought it would be good to see numbers, Mr. Rowekamp will try to gather that information for them. 3) Member Austinson asked about the new middle school schedule. Mr. Rowekamp shared that the middle school will now have 8 period days, with each class being 43 minutes long. Study Halls have been eliminated, and choir will be offered everyday along with new classes; Spanish 7 and a coding class.

Activities Director/Assistant Principal – John Ostrowski shared that he has been busy with all fall, winter and spring equipment orders, as well as handbook reviews and 6th grade class lists. Mr. Ostrowski also shared that the Wall of Fame Committee met and will be inducting three new people to the Wall of Fame: Nancy Outcalt, Adam Gust, and Tom Smith.

Teaching & Learning Department – Nick Truxal shared that Dover-Eyota will be entering into an agreement with Winona State University. This is a joint professional development with instructional coaching and an advisory board agreement that will benefit both schools. When the agreement is finalized, there will be a spot for the Board to sign in acknowledgment and agreement.

REPORTS

Bus Garage Project Update - Supt. Carolan updated about the asbestos abatement. MedCity Environmental submitted a proposal for the job and stated that it is a project that should be able to be completed in one day. Supt. Carolan shared that, if the asbestos abatement isn't completed this week, it will very likely be done next week. Before demolition of the old bus garage building can begin, the City of Eyota needs to grant the school district a permit. Either Project Manager Buck Gosse or the excavating company, DeCook Excavating, Inc. will apply for that permit before starting.

First Reading of the Handbooks

The School Board held their first reading of changes to the middle school/high school handbooks.

OLD BUSINESS

Review the Minnesota State High School League Video –

Activities Director John Ostrowski shared the Minnesota State High School League video with the Board and discussed the importance of positive teaching & coaching staff, as well as community involvement in school sports and the human growth and development of our athletes.

Approve the Policies Requiring Annual Review

A motion was made by Member Austinson, seconded by Member McFarlen, 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
- 509 Enrollment of Non-Resident Students
- 522 Student Sex or Gender Identity Nondiscrimination
- 807 Health and Safety Policy

Awarded the 2019-2020 Dairy Products, Fuel Products, Snow Removal Bids and Elementary Parking Lot Sealing.

Supt. Carolan relayed the results of the bids received.

Dairy – Plainview Milk Products Cooperative was the only bidder.

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to award the dairy bid to Plainview Milk Products Cooperative, pending the approval of Food & Nutrition Director Carrie Frank.

Fuel – Bids were received from Feils and CHS.

A motion was made by Member Johnson, seconded by Member Wrubel, and carried unanimously to award the fuel bid to Feils.

Snow Removal – Bids were received from Wigham Trucking, Inc. and M&M Construction, Inc.

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to award the snow removal bid to Wigham Trucking, Inc.

EL Parking lot Sealing - M&M Construction, Inc. was only bidder, and their pricing was reasonable. A motion was made by Member Andring, seconded by Member Wrubel, and carried unanimously, to award the parking lot sealing bid to M&M Construction.

Designation of Identified Official with Authority for MDE External User Access Re-certification System

A motion was made by member Austinson, seconded by Member McFarlen, and carried unanimously to authorize Michael Carolan, Superintendent of Schools, to act as the Identified Official with Authority (IOwA) and Tara Dabelstein to act as IOwA to add and remove names only for Dover-Eyota Public School District 0533-01.

NEW BUSINESS

Approve the Updated 10-Year Long-Term Facility Maintenance Plan

Supt. Carolan explained the revenue and expenses for the plan, some of which were estimates to cover any maintenance issues that might arise. The plan must be Board approved by July 31.

A motion was made by Member Wrubel, and seconded by Member Austinson, and carried unanimously to approve the 10-Year Long-Term Facility Maintenance Expenditure Plan.

Consent – Accept Resignations, Hire and Donations

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

Accept Resignations: MELISSA WAIT Assistant Dance Coach;

Accept Hires: Summer Library Supervisor BARB KINGLSEY; HS/MS Instructional Assistant PAMELA SIEGENTHALER;

Accept Donations: \$2,000 from DOLLAR GENERAL Summer Reading Grant.

HEARING OF REPORTS

Supt. Carolan relayed the following: 1) Technology Director Bryan Berg has hosted two parent information meetings for the Bring Your Own Device program, and plans to host three more meetings before school begins in the fall. 2) The two grants Supt. Carolan applied for with The Minnesota Department of Health to help improve the drinking water at both buildings was granted. Dover-Eyota will receive a total of \$4,000 (\$2,000 per building) to install new water filtration systems and bottle filling units. 3) Supt. Carolan would like to get meeting on the calendar to include PE teachers, coaches, community members and a Board member to discuss the Fitness Center. A membership fee needs to be decided on and Supt. Carolan is looking for input and the equipment use and best use of the Fitness Center space. Member McFarlen said that she would like to be part of that meeting. 4) Based on a suggestion from a stakeholder, Supt. Carolan would like to form a phased plan for completion over time for the baseball/softball field updates. With help from the softball and baseball groups, developing this plan will give direction and evidence to the Twins, and all parties raising funds, that the work will get completed within a specific timeline. ,

Board of Education Committee Reports & Communication

Andring – Member Andring shared that he had a purchasing committee meeting to go over the bids that were received.

Nelson – Absent

Austinson – None

Johnson – None

McFarlen – None

Wrubel – Member Wrubel had no meetings, but wanted to compliment Coach Vesel on the sports training camp he was putting on. Wrubel said his daughter participated in the camp and had a great experience doing it.

Pagel – Chair Pagel shared that they were very close on negotiations at HVED.

ADJOURNMENT

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to adjourn the meeting at 8:02 PM.

Julie Austinson, Clerk
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