

REGULAR BOARD MEETING MINUTES

June 11, 2018

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:00 PM in the Dover-Eyota High School Media Center. Other Board members present: Don Andring, Julie Austinson, Andrea Lehnertz, Linda Nelson, Todd Peterson, Matt Wrubel, and Superintendent Mike Carolan. Absent: none. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Activities Director/Assistant Principal John Ostrowski, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Casie Hammel, Sarah Klaehn, Laura Swenson, Peggy Swenson, Colleen Wendt, Isaac Wendt, Isabel Wendt, Katrina Uthke, and Marcus Uthke.

Along with a video of Ms. Peggy Swenson's kindergarten students, the Pledge of Allegiance was recited.

Approve the Revised Agenda

Chair Pagel advised of these additions: \$1,000 donation from HIAWATHA SNO-SEEKERS for the softball field upgrade.

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

Visitors to Address the Board

Retired Kindergarten Instructor Peggy Swenson relayed that, when she first came to Dover-Eyota, she was told that the 5 year olds wrote in their journals every day, which she thought was impossible. Now, however, it is the backbone of the curriculum. She shared a journal example including illustrations of the various kindergarten activities throughout the school year, which exhibited the children's growth. Peggy also shared an Earth Day slideshow.

Academic Triathlon Coach Sarah Klaehn and students Isabell Wendt, Isaac Wendt, Reed Hammel, and Katrina Uthke were in attendance. Ms. Klaehn said that this was the first year she and Kiley Puetz had coached academic teams, and both teams went to state competition, with 7th grade taking 2nd place.

CLOSED SESSION

At 7:15 PM, a motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to hold a closed session to discuss negotiations.

At 7:45 PM, a motion was made by Member Wrubel, seconded by Member Peterson, and carried unanimously to resume the regular school board meeting.

Consent - Board Meeting Minutes

A motion was made by Member Wrubel, seconded by Member Lehnertz, and carried unanimously to approve the May 14, 2018 Regular Board Meeting Minutes and the May 21, 2018 Mini-Retreat Minutes.

Consent – Approve Regular District Bills and Special District Bills

With Member Andring abstaining, a motion was made by Member Wrubel, seconded by Member Austinson, and carried unanimously to approve the Regular District Bills totaling \$59,882.70, and the Special District Bills totaling \$103,799.15.

Approve the Treasurer's Report

A motion was made by Member Peterson, seconded by Member Wrubel, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$5,055,295.83, and the May electronic transfers.

RECOGNITIONS

The School Board noted the employees honored at the Employee Recognition Breakfast on Monday, June 4.

CABINET COMMUNICATIONS

High School Principal – Mr. Todd Rowekamp shared the following: 1) He was amazed by the number of employees with longevity at Dover-Eyota and said, “It shows the positive about the district and the people;” 2) The end of the year included a choir concert, academic awards, and graduation, all of which reminded him of the talent and dedication of our staff and students; 3) He provided a summary of the Job Shadow Program headed by Stephanie Holliday; 4) The Summer Satellite ALC summer school program through the Hiawatha Valley Education District had started that day at the high school. There would also be a two-week session in July, with both providing an opportunity to recover one-half a credit at each session.

Activities Director/Assistant Principal – Mr. John Ostrowski shared the following: 1) Abbe Lacey, Alex Bushman, and Payton Schott were presented Athletes of the Year awards at the high school awards night; 2) He and Katie Johnson gave the 5th grade students tours on May 29; 3) He had attended the crisis training set up by Katie Johnson, and looked forward to doing more training with staff in the fall.

Elementary Principal – Dr. Svobodny shared the following: 1) On May 23, the Professional Learning Teams (PLTs) had proudly shared the work they had completed during the school year with their peers ; 2) Since the district obtains FastBridge through the HVED membership, it was decided to discontinue using the STAR assessments; 3) Interviews would be held on June 18th for the 4th Grade Long-Term Substitute; 4) The last faculty meeting was targeted around the “Golden Girls” who were retiring – Bridget Skrukrud, Peggy Swenson, Sheri Crowson, and Jane Johnson.

OLD BUSINESS

Accept Baseball & Softball Field Repair/Upgrade Bids

Supt. Carolan advised that one complete bid had been received from Winona Nursery for \$130,000, and did not include plumbing to the fields. Bids from an irrigation and fence companies were also received; however, without an excavator, the project could not proceed.

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to reject all bids.

Activities Director/Assistant Principal John Ostrowski was directed to research a suggested timeline to seek new bids for the ballfield upgrades and report to the Board in July or August.

Accept Bus Bid

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to accept the \$102,290.06 bid from North Central Bus & Equipment for a 2019 BlueBird 71 passenger bus.

Approve the 2018-2019 Preliminary Revenue & Expenditure Budget

Business Manager Gary Betcher noted the changes made in the budget since the May Board meeting.

A motion was made by Member Nelson, seconded by Member Austinson, and carried unanimously to approve the 2018-2019 Preliminary Revenue & Expenditure Budget (Attachment A).

Approve the Policies Requiring Annual Review

A motion was made by Member Austinson, seconded by Member Lehnertz, 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 Identify Nondiscrimination
- 524 Internet Acceptable Use and Safety Policy
- 807 Health and Safety Policy

NEW BUSINESS

Set Future Mini-Retreat Dates

A motion was made by Member Lehnertz, seconded by Member Nelson, 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 20, 2018; November 19, 2018; February 18, 2019; and May 20, 2019.

Let Bids for Dairy Products, Fuel Products, and Snow Removal

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to let bids for dairy products, fuel products, and snow removal for the 2018-2019 fiscal year.

Approve the Joint Powers Agreement with Region V Computer Services

A motion was made by Member Nelson, seconded by Member Wrubel, and carried unanimously to approve the Joint Powers Agreement with Region V Computer Services.

Approve the Career and Technical Education Collaboration

A motion was made by Member Lehnertz, seconded by Member Wrubel, and carried unanimously to approve the Career and Technical Education Collaboration (CTECH) Agreement with Rochester Public Schools.

Adopt Resolution Reauthorizing a Previously Authorized Board Approved Referendum Authority

A motion was made by Member Andring, and seconded by Member Peterson, to adopt the following resolution:

**RESOLUTION REAUTHORIZING A PREVIOUSLY AUTHORIZED
BOARD APPROVED REFERENDUM AUTHORITY**

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

- 1. The Board has previously authorized a Board approved referendum authority in the amount of \$300 per adjusted pupil unit pursuant to Minnesota Statutes, Section 126C.17, Subd. 9a. That authority expires after taxes payable in 2018. The Board hereby reauthorizes that authority for five (5) years, beginning with taxes payable in 2019. The Board may subsequently reauthorize the Board approved referendum authority in increments of up to five years.*
- 2. The clerk is authorized and directed to submit a copy of the adopted resolution to the Minnesota Department of Education as soon as reasonably practicable after its adoption, but in no event later than September 30, 2018.*

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

Adopt the Resolution Setting the School Board Election Filing Dates

A motion was made by Member Nelson, and seconded by Member Wrubel to adopt the following resolution:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 533
DOVER-EYOTA PUBLIC SCHOOLS
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 533 shall begin on Tue., July 31, 2018, and shall close at 5 o'clock PM on Tue., August 14, 2018.

The general election shall be held on Tuesday, November 6, 2018. At that election, four (4) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the school district clerk designee, Chris Berg, Dover-Eyota Public Schools, 615 South Avenue SW, Eyota MN 55934. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same general election. Affidavits of candidacy must list the term the candidate is seeking.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5 o'clock PM on August 14, 2018.

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

Consent – Approve the 2018-2020 Teamster Local 320 Contract and the 2018-2020 Dover-Eyota Principals’ Association Contract

A motion was made by Member Peterson, seconded by Member Wrubel, and carried unanimously to approve the 2018-2020 Teamster Local 320 Contract and the 2018-2020 Dover-Eyota Principals’ Association Contract.

Superintendent Contract

Ron Pagel advised that the superintendent’s 2018-2021 contract had been discussed during the closed session that evening.

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to add the approval of the superintendent contract to the agenda.

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to approve the 2018-2021 Superintendent Contract with Michael Carolan.

Leave of Absence Request

A motion was made by Member Nelson, seconded by Member Lehnertz, and carried unanimously to grant the leave of absence request of VICKY HUMBLE for the 2018-2019 school year.

Consent – Accept Retirements

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to accept the retirements of BRIDGET SKRUKRUD as Elementary Instructional Assistant (30 years) and DEEANN PEASE as Van Driver (8 years).

Consent – Accept Resignations, Hire and Donations

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to:

Accept Resignations: CHAD OHL as Assistant Football Coach; ERIC AESCHLIMANN as Assistant Track Coach; NORA OLSON as English Instructor; VICKI ANDRING as Cook’s Helper; AL TROGSTAD as Bus Driver; PEYTON GRUMMONS and ANN MARIE HERMAN as Instructional Assistants;

Accept Hires: CHELSEY JOHNSON as Summer School Special Education Instructor; Summer Student Custodial Workers ANNIKA JUENEMANN, ALEX BUSHMAN, WILLIAM SCHMIDT, CHRISTINA SCHMIDT, and RILEY LOVEJOY (also SACC Worker); MEGAN TUOHY as Kindergarten Instructor; KATHLEEN MOSDAL as half-time Spanish Instructor; DUSTIN BECKMAN as Varsity Girls’ Soccer Coach;

Accept Donations: \$50 from the EYOTA AMERICAN LEGION to the elementary school patrol; \$1,922.73 from BRAD WICK to the Baseball Activity Account; and \$1,000 from the HIAWATHA SNO-SEEKERS for the softball field upgrade.

HEARING OF REPORTS

Supt. Carolan relayed the following: 1) Gave a summary of the Career and Technical Education Agreement with Rochester Public Schools and advised that it provided new opportunities for our students; 2) The school district crisis team had held a table-top exercise on May 31 and would hold a fall review with the teaching staff; 3) Relayed the summer projects scheduled for the upcoming months; 4) He planned to increase the student voice by instituting a Dover-Eyota Student School Board; 5) He continued to work on concurrent enrollment for teaching staff; 6) Reminded the Board of the Viola Gopher Count Parade on June 21; 6) A legislative update was scheduled for June 14 at the Southeast Service Cooperative.

Board of Education Committee Reports & Communication

Andring – It was nice to see all of the years of staff experience at the Employee Recognition Breakfast. Graduation was held “without a hitch”. The Building & Grounds Committee had talked about summer projects. Mr. Andring ended his report by congratulating the long-time staff that were retiring.

Austinson – Expressed her appreciation to the retirees. It was her hope that the district could continue with the concurrent enrollment program, as it was a “win-win” for all involved.

Peterson – He had attended a Dollars for Scholars meeting before graduation. Graduation had gone over without problems, and was really nice. Mr. Peterson was appreciative that the negotiations were complete for the year.

Lehnertz – Member Lehnertz congratulated the 2018 graduates.

Wrubel – Mr. Wrubel congratulated the retirees, including Al Trogstad for his 45 years. He thanked Todd Peterson and Don Andring for the knowledge they shared on the Negotiations Team.

Pagel – Mr. Pagel said that graduation went well, and wished the graduates and retiring employees the best of luck.

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Wrubel, and carried unanimously to adjourn the meeting at 8:58 PM.

DRAFT

Julie Austinson, Clerk
Cb

DOVER-EYOTA PUBLIC
Independent School District #533

2018 - 2019
REVENUE & EXPENDITURE BUDGET

PRELIMINARY
June 11, 2018

FUND	REVENUE	EXPENDITURES	NET
GENERAL FUND	\$11,259,972	\$10,873,737	\$386,235
<i>Unassigned</i>	\$10,288,897	\$10,212,968	\$75,929
<i>H & S / Integ. / Unemp.</i>	\$22,847	\$29,949	(\$7,102)
<i>Long Term Facility Maint.</i>	\$393,645	\$132,822	\$260,823
<i>Oper. Capital</i>	\$266,052	\$165,810	\$100,242
<i>Restricted / Assigned</i>	\$288,531	\$332,188	(\$43,657)
FOOD SERVICE	\$610,000	\$629,434	(\$19,434)
COMMUNITY ED.	\$402,000	\$402,590	(\$590)
<i>Reserved - CE</i>	\$194,039	\$177,920	\$16,119
<i>School Readiness</i>	\$171,333	\$190,015	(\$18,682)
<i>EC Family Ed.</i>	\$34,628	\$31,700	\$2,928
<i>Undesignated</i>	\$2,000	\$2,955	(\$955)