

# REGULAR BOARD MEETING MINUTES

February 12, 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, Student Board Member Anna Sachs, and Superintendent Mike Carolan. Absent: none. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Assistant Principal/Activities Director John Ostrowski, Curriculum Director Assistant Nick Truxal, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Kourtney Allen, Brooke Bernard, Amanda Briggs, Becky Gerdes, Stephanie Porter, Wendy Reynolds, and Ryan Scheevel.

The Pledge of Allegiance was recited.

## Approve the Amended Agenda

Chair Pagel advised of these additions: \$1,000 donation from the HIAWATHA SNO SEEKERS to Softball and \$1,000 to the Clay Target Team; and Concurrent Enrollment Memorandum of Understanding.

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

## Visitors to Address the Board

No visitors wished to address the Board.

## Board Meeting Minutes

A motion was made by Member Wrubel, seconded by Member Lehnertz, and carried unanimously to approve the January 8, 2018 Organizational School Board Meeting Minutes, and the January 8, 2018 Regular School Board Meeting Minutes.

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

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to approve the Regular District Bills totaling \$341,679.09, and the Special District bills totaling \$72,563.55.

## 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 \$4,459,254.65 and the January electronic transfers.

## **RECOGNITIONS**

FFA Advisor Stephanie Porter came forward and relayed recent results of student competition:

- Kourtney Allen was named a Best Informed Greenhand (BIG). Placed 8th individually at regions. Other teammates include Breyn Radcliff, Maggie Smith, and Ava Hanley.
- Anna Sachs placed 3<sup>rd</sup> overall in Extemporaneous Speaking with her speech entitled "How can we help farmers locally market their produce at farmers markets and local facilities?"
- Anna Sachs ran a Dairy Entrepreneur proficiency.
- Makenna Hart has an Equine Placement proficiency which is centered around her work with draft horse hitch teams. She is one of the top Belgian show people of the youth category in the entire US.
- Heidi Uthke and Kassie Sanders will both be receiving their State Degrees at the state convention in April.

In other news, Ms. Porter advised that FFA Week would soon begin, followed by more activities during the FFA Day at the Capitol, and more contests in which they could qualify.

Supt. Carolan relayed that a Post Secondary Enrollment Options (PSEO) Survey Committee meeting had been held that afternoon. He added, "Dedicated teachers spent a good amount of time talking about ways we can address and move forward making DE an even greater school."

## **CABINET COMMUNICATIONS**

Elementary Principal – Dr. Svobodny shared the following: 1) The Multi-Tiered System of Support (MTSS) team discussed students' mental health needs in the elementary building. The School-Based Mental Health Therapist Moriah Mueller had been a tremendous asset to the elementary students and families. She and Behavior Interventionist Tracie Bestor were implementing the Calm Classroom strategies in Mrs. Brinkman's 2<sup>nd</sup> grade classroom; 2) The Building Data Team met with Hiawatha Valley Education District (HVED) Data Consultant Meredith Johnson to review the new EduClimber Data Warehouse; 3) After three years of researching reading programs, the Reading Committee decided to proceed with the Fountas & Pinnell literacy system for PreK-2<sup>nd</sup> grade; 4) Mrs. Tami Rhea and Mrs. Jill Magnuson were working on activities that encourage children to read during "I Love to Read Month." Author Mary Bleckwehl would be meeting with K-3 students during their specialist period; 5) It was "Random Act of Kindness Week," with Friday culminating in a "wear pink day" in honor of the weeklong event; 6) On the snow day of Monday, January 22, a parent presented a web-X to the teachers on Suicide Awareness.

High School Principal – Mr. Todd Rowekamp shared the following: 1) He and Job Shadow Coordinator Stephanie Holliday had attend an "Experiential Work-Based Learning" workshop on January 24. Stephanie will also serve on a Southeast Service Coop task force that is looking for ways to support schools with job shadow programs, including connecting students with employers; 2) The second set of Instructional Rounds coordinated by Nick Truxal began that day. The rounds involved teachers observing other teachers and having reflective conversations. Following this set of instructional rounds, Mr. Truxal will conduct a reflection activity and also collect input about whether or not teachers want to do instructional rounds again next year.; 3) On Monday, February 19, a staff task force will present their plan to the whole faculty for reporting "Eagle Skills" on student report cards. Eagle Skills are characteristics related to responsibility and life skills evaluated separately from the academic achievement represented by grades; 4) On Friday, February 8, seventeen students, Deputy Casey McFarlan, and Mr. Rowekamp participated in the Cool School Plunge as part of the annual Rochester Polar Plunge organized by the Olmsted County Sheriff's Office as a fundraiser for Special Olympics.

### District Feedback Form

Wendy Reynolds addressed the Board with her concern about the amount of running in the Physical Education schedule for middle school students. She shared information she found from her 6<sup>th</sup> grade son's report card about what was expected in his physical education class, as well as research from other schools and professionals regarding running. She felt that the current curriculum does not empower kids to find physical activities in which they can participate.

Supt. Carolan thanked her for sharing the concern. He expressed that the Physical Education Department would come together to discuss the concern using the information she had provided, and an update would be given to the School Board at their March 12<sup>th</sup> meeting.

Chair Pagel relayed to Mrs. Reynolds that the Board appreciated her concern and that the issue would be researched.

Supt. Carolan shared that there were concerns received regarding the Prom Grand March being held in the high school auditorium.

Principal Rowekamp advised that only four junior students had stepped forward to coordinate the Prom activities. After sharing venue options and the safety concerns, he asked that they make a fully-informed decision. If held in the auditorium, each student attendee would receive a certain number of tickets for their families. The students would seek input from their classmates in order to make a decision on the Grand March venue.

Member Peterson felt it was more of an administration decision, especially due to the safety concerns. He added, "It is not fair to put the students in a situation where only so many tickets are given out and they have to decide who can and can't attend."

Mr. Rowekamp said he was reluctant to start telling the students what they have to do – taking over something that is their event.

Member Nelson agreed that it was an adult decision due to the safety concern. Member Austinson said it is also an equity concern and said, "We want to be open and welcoming to all students and allow all of their family units to be in attendance."

Supt. Carolan was concerned about surveying the students and having students who don't have a stake in the event making the decision.

Mrs. Austinson talked about the need to improve communications to parents and the community. Mr. Rowekamp said that he would assist the students in contacting the parents for their input.

The discussion included solving sound system issues in the gymnasium. It was decided that the venue decision should be made soon.

DRAFT

### **STUDENT SCHOOL BOARD MEMBER COMMUNICATION**

Student Board Member Anna Sachs reported on the following: 1) Eight members attended the FFA Winter Leadership Day. The Fish and Wildlife Team placed 8<sup>th</sup> in region and one individual placed 9<sup>th</sup> overall; 2) Snoball activities had been fun and she added, "I felt it was one of the better Snoball Weeks we have had;" 3) The a Capella group performed at the International Competition of High School a Capella where they did well, but it was not yet know how they placed. Anna hoped the group would be recognized and sing at the March Board meeting; 4) FFA Week would include the emblem hunt and other fun activities; 5) High school students would assist the elementary students during the Jump Rope for Heart event.

### **REPORT**

#### First Reading of the 2018-2019 School-Age Child Care (SACC) Handbook

The School Board held their first reading of the handbook. Mr. Carolan relayed that Susan Keller-Schaefer and Megan Merchlewitz had done a great job with the handbook.

#### First Reading of the Draft 2018-2019 Board Assumptions

The School Board held their first reading of the draft assumptions. The final reading and approval would be held at the March 12<sup>th</sup> Board meeting.

### **OLD BUSINESS**

#### Final Approval of the Student Trip to Washington, DC

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to grant final approval for the student trip to Washington, DC.

### **NEW BUSINESS**

#### Approve the Senior Boat Cruise

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to approve the Senior Boat Cruise Mary 18, 2018.

#### Approve the Career and Technical Education Teacher Exchange Agreement with Rochester Public Schools (RPS) and the Memo of Understanding with the Dover-Eyota Education Association (DEEA)

Supt. Carolan advised that this plan was part of the district's Strategic Plan in finding career and technical opportunities for our students.

Curriculum Director Assistant Nick Truxal relayed that the first year the district would pay tuition (using Integration Funds) for our students to attend courses in Rochester. The long-range vision would be for one of our teachers to teach one section class at RPS, which would allow 20 or so of our students to take classes at RPS that D-E couldn't offer. Additional entities need to approve the agreements (RPS and DEEA.

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to approve the Career and Technical Education Teacher Exchange Agreement with Rochester Public Schools and the Memo of Understanding with the Dover-Eyota Education Association.

#### Approve the Concurrent Enrollment Memorandum of Understanding

Supt. Carolan relayed that this Memorandum of Understanding would allow teaching staff to obtain additional credits in their specialty area so that they could teach a concurrent college-level class at the high school level.

A motion was made by Member Andring, seconded by Member Nelson, and carried unanimously to approve the Concurrent Enrollment Memorandum of Understanding with the Dover-Eyota Education Association.

#### Consent – Accept Resignations, Approve New Hires, Accept Donations

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

**Accept resignations:** Elementary Special Education Instructor KATE VICKNAIR at the end of the school year, and Cook's Helper MAELENE TJEPKES;

**Approve new hires:** Instructional Assistant CADY BATZEL, RACHEL BURT, and KAYLA BRIGGS; Girls Who Code Coach ALLISON BENIKE; Cook’s Helpers ROSE CONWAY and ALISSA ECK; Van Driver JOHN CHESNEY; and Long-Term Substitute Teacher REBECCA PETERSON.

**Accept donations:** 3<sup>rd</sup> Grade Field Trip - \$379 from PATT; Food Service Angel Account - \$300 from FAITH UNITED METHODIST CHURCH; Washington, DC Trip - \$500 from the EYOTA AMERICAN LEGION; Yearbook - \$200 from ROGER BUCK; Clay Target Team - \$1,000 from the HIAWATHA SNO SEEKERS; and Softball Team - \$1,000 from the HIAWATHA SNO SEEKERS.

### **HEARING OF REPORTS**

Supt. Carolan relayed the following: 1) Part of the district’s Strategic Plan was Safe and Supportive Schools. He talked about the importance of the services being provided by the mental health therapist at the elementary. Parents were making use of the services, which would be expanded to the high/middle school; 2) Katie Johnson and Ryan McRae did a “great job” with the Respect Retreat; 3) He, Bryan Berg, and Gary Betcher had attended a presentation by a certified ethical hacker who talked about cyber criminals and how they attack the Internet to obtain data; 4) A therapy dog policy was being developed for the Policy Committee to review and would later be brought forward to the Board; 5) He would be doing further research on E-Learning Days – snow days when students study at home with teacher contact; 6) He still planned to work on a Podcast; 6) Nick Truxal and Jeanne Svobodny had successfully obtained a \$20,000 grant for early childhood materials that align with our Strategic Plan; 7) A possible new Teaching and Learning Specialist position continues to be evaluated as teachers are asking for more assistance in becoming better educators; 8) Chair Pagel and he would continue to work on a superintendent evaluation; 9) Items for the February 26 School Board Mini-Retreat may include school board committee review, information about the Fountas & Pinnell literacy system, and a presentation about the CPM math curriculum; 10) He reminded the Board that they would meet with the high school Student Council at 5:15 PM in the Commons on February 26.

### **Board of Education Committee Reports & Communication**

**Austinson** – Mrs. Austinson had attended the PSEO meeting and said, “It is nice to see how many teachers participated. It was a really good conversation and they are very passionate about trying to help kids.”

**Lehnertz** – Mrs. Lehnertz relayed that there were a lot of adult and youth programs being offered by Community Education, and Susan Keller-Schaefer was working on spring and summer offerings. The Community Education Committee had talked about expressing their appreciation to the many volunteer CE coaches.

**Wrubel** – Mr. Wrubel had attended the Wellness Committee meeting and was impressed with Food & Nutrition Director Carrie Frank. He said, “It was refreshing to see the amount of pride she takes in her work.” During a tour of the elementary kitchen he found it “immaculate” and a “well run operation.” He ended his report by saying he was looking forward to the 6<sup>th</sup> grade ski trip that Friday.

**Pagel** – The Minnesota School Board Association Leadership Conference offered great stories and good information with unique speakers. Mr. Pagel was interested in attending the national convention in San Antonio in April and urged other members wishing to attend to contact Supt. Carolan or Chris Berg.

### **ADJOURNMENT**

A motion was made by Member Austinson, seconded by Member Wrubel, and carried unanimously to adjourn the meeting at 8:45 PM.

DRAFT

Julie Austinson, Clerk  
Cb