

BOARD MINI-RETREAT MEETING MINUTES

September 25, 2017

Chair Ron Pagel called the Mini-Retreat 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 (7:05 PM), Julie Austinson, Andrea Lehnertz, Linda Nelson, Todd Peterson, Matt Wrubel, and Superintendent Mike Carolan. Absent: none. Also in attendance were Curriculum Director Jane Johnson, Principal Jeanne Svobodny, Principal Todd Rowekamp, Assistant Principal/Activities Director John Ostrowski, Assistant to the Curriculum Director Nick Truxal, Business Manager Gary Betcher, and Administrative Assistant Chris Berg.

PLEDGE OF ALLEGIANCE

The Board recited the Pledge of Allegiance.

APPROVE THE AGENDA

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

REPORTS

Achievement Data

High School Principal Todd Rowekamp shared the Minnesota Comprehension Assessments (MCAs) results that had been previously shared with his teaching staff.

Assistant Curriculum Director Nick Truxal talked about internal assessments of reading and math using STAR and FastBridge, and how they were used at the various grade levels.

Professional Development Update

Supt. Carolan relayed that the administration was working with St. Mary's University on a proposal to get more teachers reading certified. They were also seeking other options to reduce the district's cost to provide this option to staff.

Mr. Carolan talked about Post Secondary Enrollment Options (PSEO) students and the plan to survey the students and the parents to determine their reasoning for using this option.

Curriculum Director Jane Johnson talked about the possible use of Achievement & Integration monies to fund a literacy coach who would co-teach guided reading groups in the elementary, and possibly co-teach with high school teachers on literacy strategies.

NEW BUSINESS

Adopt the Proposed 2017 Payable 2018 Levy

Supt. Carolan recommended the Board approve the maximum Proposed 2017 Payable 2018 Levy. If the Board did not approve the maximum proposed levy at this time, they could not increase it to the maximum for the Final 2017 Payable 2018 Levy in December.

A motion was made by Member Nelson, seconded by Member Austinson, and carried unanimously to approve the maximum Proposed 2017 Payable 2018 Levy.

Discuss Meeting Efficiency

Supt. Carolan shared a document entitled "Board Meeting Efficiency" and talked about the reason the topic was brought before the Board. The discussion included these ideas to make the meetings more efficient:

- Board members should review the agenda documents prior to the meeting and contact the administration if they have any questions, thus reducing discussion time at the meeting.
- Limit the time of reports and discussions; have a timekeeper for each item.
- If discussions are becoming lengthy, a member can "Call the question" to stop the conversation.
- The goal would be to end regular meetings at 8:30 PM, with them definitely being completed by 9 PM.
- A committee be formed to review handbooks and bring them forward to the Board for approval, just as the Policy Committee brings recommended policy changes to the Board. This reduces the Board's time in reviewing them.
- Do handbooks need both a first and second reading or could they be approved at one meeting?

- Fundraisers that were held annually would no longer need approval, unless they were some type of problem with them. All new fundraisers would be brought to the Board for approval. (All groups would still be required to complete fundraiser forms.)

It was decided that next mini-retreat agenda for Monday, November 20th would include more discussion on handbooks and bullying in the school.

Chair Pagel said that one area they did not want to reduce was input. He stated, "We still value when administration, teachers, and students present to the Board."

MISCELLANEOUS

Supt. Carolan relayed that the Lions Pancake Breakfast produced a \$410.41 donation to be split between the Food Service Angel account and preschool scholarships. He also indicated that elementary staff who were interested in preserving the school woods wished to meet with him about the proposed bike trail.

ADJOURMENT

A motion was made by Member Wrubel, seconded by Member Austinson, and carried unanimously to adjourn the meeting at 7:31 PM.

Julie Austinson, Clerk
Cb