

REGULAR BOARD MEETING MINUTES

June 12, 2017

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:03 PM in the Dover-Eyota High School Media Center. Other Board members present: Julie Austinson, Andrea Lehnertz, Linda Nelson, Todd Peterson, Matt Wrubel, and Superintendent Mike Carolan. Absent: Don Andring. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Curriculum Director Jane Johnson, Assistant Principal/Activities Director John Ostrowski, Business Manager Gary Betcher, and Administrative Assistant Chris Berg.

The Board recited the Pledge of Allegiance.

Approve the Amended Agenda

Chair Pagel advised of the addition of the resignation of Instructional Assistant Julie Gergen, retirement of 2nd Grade Instructor Angie Johnson, and elimination of the Closed Session.

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

Visitors to Address the Board

There were no visitors.

Consent - Board Meeting Minutes

A motion was made by Member Peterson, seconded by Member Lehnertz, and carried unanimously to approve the May 8, 2017 Regular Board Minutes and the May 30, 2017 Special Board Meeting Minutes.

Consent – Approve Regular Bills and Special Bills and Treasurer’s Report

A motion was made by Member Nelson, seconded by Member Austinson, and carried unanimously to approve the Regular District Bills totaling \$89,296.67, the Special District bills totaling \$164,207.81, and Treasurer’s Report with liquid assets totaling \$4,966,810.98 and the May electronic transfers.

RECOGNITIONS

Dr. Jeanne Svobodny noted that Elementary Principal’s Secretary Marlys Tritten was retiring after 42 years. An Open House in her honor would be held on Fri., June 23 from 4-6 pm at the elementary. Mrs. Svobodny added, “I don’t know what we will do without her. She has done a phenomenal job and has grown with the job as it has grown. She has been a playground supervisor, lunchroom supervisor, and one of the first and only paras in the district at that time. She has done an amazing job and we will miss her terribly.”

Principal Svobodny also relayed that Elementary Instructor Angie Johnson had retired after 33 years of service. She added, “She has done great work in the multi-age program and is very proud of the program. She is an outstanding math teacher – her students excel in their understanding of math.”

Principal Todd Rowekamp said that Art Instructor Sharon Michelfelder had retired after 21 years. “She taught art to countless Dover-Eyota students and I have always been impressed by the job she does, but even more by the person she is. She is incredibly kind and understanding, which has endeared her to kids and adults, including the principal.”

Curriculum Director Jane Johnson advised that her assistant Karen Frye retired after 10 years of “wonderful service,” and Jenny Gunter had resigned as the Academic Triathlon Coach to take a job at Mayo.

The Board was also reminded that Media Generalist Kathy Martin retired after serving 21 years with the district.

Activities Director John Ostrowski relayed that four students participated at state track -- Ben Callahan (4th in discus), Haley Finstuen (4th in discus) and Payton Schott (6th in 100M Dash), and Marissa Cummings (300M Hurdles).

CABINET COMMUNICATIONS

Assistant Principal/Activities Director – Mr. John Ostrowski shared the following: 1) Makenna Nelson finished 20th overall in Girls’ Golf and Ben Callahan and Ashlee Olson were named Athletes of the Year; 2) Eighty-nine students were named at the Middle School Awards.

Elementary Principal – Dr. Svobodny shared the following: 1) She was interviewing candidates for the Mental Health Therapist position; 2) K-5 students had completed the STAR reading and math assessments which showed how individual students did compared to their predicted growth, as well as how they were projected to do on the MCA required tests; 3) Minnesota Department of Education (MDE) reports that needed to be submitted including discipline incident and habitual truancy.

High School Principal – Mr. Todd Rowekamp shared the following: 1) Holly Wiste, art teacher from northern Minnesota, daughter of Keith Polus, and nationally-known chainsaw artist, had spent a day at the high school and created an eagle out of a log; 2) He talked about graduation ceremonies, which went very well; 3) Mrs. Svobodny's staff had done a great job lining up the students and staff to greet the graduating seniors as they paraded through the elementary halls; 4) For the second year, our district would host an ALC credit recovery system through the Hiawatha Valley Education District (HVED).

Elementary Dugouts

Activities Director John Ostrowski provided a proposal from Brad Kullot of the Dover-Eyota Youth Baseball Program to install dugouts on both the east and west elementary ballfields. They would donate time and materials to install a cement slab, a fence around it, a bench, and a roof for shade. Their plan was to complete the project this year.

A motion was made by Member Peterson and seconded by Wrubel to approve the dugout proposal on the elementary east and west ballfields.

A discussion ensued regarding the need for a fence to keep baseballs off the track/turf. Mr. Ostrowski did not feel a fence could be built high enough and has moved games to city fields to alleviate the concern. He also talked about schools that use nets, and would look into net and other options.

A vote on the motion to approve the dugout proposal carried unanimously.

OLD BUSINESS

Approve the 2017-2018 Revenue & Expenditure Budget

Business Manager relayed that he and Supt. Carolan had made \$183,976 positive adjustments to the budget since the last reading. That figure did not include the new teacher contract and bus/van driver contract, and did not include the additional Basic Revenue Formula Allowance. With these items included, the projected Unassigned Deficit would be \$53,687.

A motion was made by Member Nelson, seconded by Member Austinson, and carried unanimously to approve the 2017-2018 Preliminary Revenue & Expenditure Budget (Attachment A).

NEW BUSINESS

Approve Curriculum Director Jane Johnson's .50 FTE Contract

A motion was made by Member Lehnertz, seconded by Member Austinson, and carried unanimously to approve the .50 FTE contract for Curriculum Director Jane Johnson.

Open Enrollment Exceptions for Grade 8 the Fall of 2017

Mr. Rowekamp explained that twin students going into grade 8 had completed open enrollment requests. This would bring the grade level to 98, four over the cap.

A motion was made by Member Wrubel, seconded by Member Peterson, and carried unanimously to make an enrollment cap exception at Grade 8 and approve two additional open enrollments.

Tentative Approve for the Spanish Club Trip to San Antonio, Texas

Mr. Rowekamp explained that Mrs. Cheryl Adkins was giving students a cultural experience in Texas between sports this fall.

A motion was made by Member Lehnertz, seconded by Member Wrubel, and carried unanimously to tentatively approve a Spanish Club Trip to San Antonio, Texas for October 29 through November 2, 2017.

Approve Footsteps Fundraiser Requests

A motion was made by Member Austinson, seconded by Member Lehnertz, and carried unanimously to approve the Footsteps Bookfair and Candle Sale fundraisers.

Let bids

Supt. Carolan advised that bread would now be purchased through the Southeast Service Cooperative and not be part of the bid process.

A motion was made by Member Austinson, seconded by Member Wrubel, and carried unanimously to let bids for dairy products, fuel products, and snow removal for the 2017-18 school year.

Authorize User Access to MDE Secure Website

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to name the Superintendent of Schools as the authorized user for our local education agency.

Agreement with Winona State University

Supt. Carolan advised that this was an agreement for an internist to work with Athletic Trainer Shauna Hoff.

A motion was made by Member Lehnertz, seconded by Member Wrubel, and carried unanimously to approve the Agreement with Winona State University for a clinical experience.

Consent – Accept Retirements, Resignations, Approve New Hires, and Accept Donations

A motion was made by Member Nelson, seconded by Member Peterson, and carried unanimously to accept the:

Retirements of MARLYS TRITTEN as Elementary Principal's Secretary after 42 years of service; retirement of SHARON MICHELFELDER as Art Instructor after 21 years of service; and ANGIE JOHNSON as Elementary Instructor after 33 years of service;

Resignations of MIKE ECK as Instructional Assistant; KENT MITCHELL as Bus Driver; LIANE DANIELS as Van Driver; BRANDON EVANS as Adult SACC Worker; STEVEN TAUER as Junior High Football Coach; JENNY GUNTER as Academic Triathlon Coach; and JULIE GERGEN as Instructional Assistant;

Hire of BLAKE JULIAN as Science Instructor; RACHEL HOEHNE as Early Childhood Special Education Instructor; ANN FRERICKS as Elementary Summer School Special Education Instructional Assistant; and BARB KINGSLEY and NICOLE EINSMAN as Summer Library Supervisors;

Donations of a carved wooden eagle and day at the high school by MOLLY WISTE; \$2,733.21 from BRAD WICK to Baseball and \$1,000 to Softball; \$25 from LAWRENCE JACOBSON of Larimore, ND to the Honor Society; \$500 from the DOVER-EYOTA MUSIC ASSOCIATION to Band; \$500 from WHITETAILED UNLIMITED to Clay Target; \$770.57 from DE BOYS' SOCCER (Nick Fink) to the Boys' Soccer Activity Account.

HEARING OF REPORTS

Supt. Carolan relayed the following: 1) The Dover building sale attorney was finding someone to survey the area around the Dover bus garage at a cost \$2,600, which would be part of the City of Dover's closing costs; 2) Two staff were hired to run the summer library program. Because the district had not yet obtained a grant, activities had been scaled back and no story time or field trips would be part of the program unless the grant were approved; 3) Several administrators had met with Cathy Enderon of the Eyota Economic Development Authority to discuss a job shadow connection for our students with area businesses; 4) The parking lot work could start the following week; 5) The South Dakota National Guard would be using our facilities Wednesday and Saturday evenings, June 14 and June 17; 5) The installation of the drain tile on school property seemed to be complete; 6) Technology Director Bryan Berg was working on installation of security cameras in the sports complex; 7) The elementary lighting project would begin soon; 8) He was seeking a grant from Peoples Cooperative for AED training of our staff. So far, ten people had indicated an interest in obtaining the training; 9) He shared copies of the Minnesota School Board Association 2017 Legislative Summary and relayed that the school district would receive \$164,000 additional dollars the first year and \$331,000 the second year; 10) Reminded the Board of the Gopher Parade on Thu., June 15 and the open house for Marlys Tritten on June 23 from 4-6 pm; 11) Mr. Carolan was working on the driver/van agreement, wording of the Strategic Plan, the Long-term Facility Maintenance (LTFM) Plan, and a superintendent evaluation; 12) Advised the Board that the district buildings would be closed Mon., July 3 and Tue., July 4.

Board of Education Committee Reports & Communication

Austinson – Mrs. Austinson relayed “Thank you” to Marlys Tritten, Sharon Michelfelder, and Angie Johnson for doing a “phenomenal job.”

Peterson – Member Peterson said, “We are losing a lot of experience in retirements (96 years). They are going to be missed.” He also relayed that teacher negotiations were completed in four meetings and a tentative settlement had been reached. “They were very good negotiation sessions.”

Lehnertz – Mrs. Lehnertz had participated in the teacher negotiations. She congratulated the retirees. Member Lehnertz had attended the spring Band concert and said they received a standing ovation. She added, “It was phenomenal...one of the best concerts I have attended. The Cooperstreet Brass was amazing.”

Wrubel – Mr. Wrubel relayed his thanks to the retirees. He had attended a “productive” Crisis Team meeting productive and participated in a lockdown drill.

Pagel – Member Pagel relayed that Band Director Ryan Anderson would be a guest conductor for the Rochester concerts in the park this summer. He expressed congratulations to the retirees and said, “When you look through the record number of years of our employees, it speaks highly and says a lot of why DE Schools is so great. Congratulations to all employees who put in another year.”

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to adjourn the meeting at 8:35 PM.

Julie Austinson, Clerk
Cb

DOVER-EYOTA

Public Independent School District #533

2017 - 2018 REVENUE & EXPENDITURE BUDGET

PRELIMINARY
June 12, 2017

FUND	REVENUE	EXPENDITURES	NET
GENERAL FUND	\$10,646,000	\$10,279,024	\$366,976
<i>Unassigned</i>	\$9,782,520	\$9,767,038	\$15,482
<i>H & S / Integ. / Unemp.</i>	\$24,140	\$2,626	\$21,514
<i>Long Term Facility Maint.</i>	\$310,980	\$133,031	\$177,949
<i>Oper. Capital</i>	\$222,160	\$163,150	\$59,010
<i>Restricted / Assigned</i>	\$306,200	\$213,179	\$93,021
FOOD SERVICE	\$609,000	\$619,900	(\$10,900)
COMMUNITY ED.	\$354,000	\$365,270	(\$11,270)
<i>Reserved - CE</i>	\$178,827	\$185,875	(\$7,048)
<i>School Readiness</i>	\$137,839	\$143,263	(\$5,424)
<i>EC Family Ed.</i>	\$35,515	\$32,977	\$2,538
<i>Undesignated</i>	\$1,819	\$3,155	(\$1,336)