

# REGULAR BOARD MEETING MINUTES

April 10, 2017

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:01 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 School Board Member Kalli Schaefer, and Superintendent Mike Carolan. Absent: none. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Curriculum Director Jane Johnson, Assistant Principal/Activities Director John Ostrowski, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Technology Director Bryan Berg, Brooke Bernard, and Dominic Kellen.

The Board recited the Pledge of Allegiance.

## Approve the Amended Agenda

Chair Pagel advised of these additions – resignation of SAM HANLEY as 9<sup>th</sup> Grade Volleyball Coach, \$500 donation from Pheasants Forever for Clay Target, and a compliment.

A motion was made by Member Lehnertz, seconded by Member Andring, 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 Peterson, and carried unanimously to approve the March 13, 2017 Regular School Board Meeting Minutes.

## Consent – Approve Regular Bills, Special Bills, and Treasurer's Report

A motion was made by Member Peterson, seconded by Member Wrubel, and carried unanimously to approve the Regular District Bills totaling \$83,056.07; the Special District bills totaling \$265,302.06; and the Treasurer's Report with liquid assets totaling \$3,765,462.83 and the March electronic transfers.

## **CABINET COMMUNICATIONS**

High School Principal – Mr. Todd Rowekamp shared the following: 1) He had met with the new truancy worker (educational advocate) from Olmsted County to discuss her role and the procedures for requesting truancy intervention services for our students and families; 2) Mr. Rowekamp had shared with his principals' group what he learned from a recent internal lockdown; 3) DE students performed at the instrumental and vocal solo and ensemble contest in Byron on April 6. Superior ratings were obtained by 39 instrumental soloists, 5 instrumental ensembles, and 17 Choir events. Excellent ratings were received by 28 instrumental soloists, and 3 Choir events. Of the 8 "sites" at the contest, DE won "Best in Site" at 5 of them. One student soloist received a perfect score and was "Best in Site;" 4) Relayed his pride in the staff who "did what needed to be done" during a recent medical emergency at the high school; 5) Student requests have resulted in a Gay Straight Alliance group being formed in the high school; 6) The Knowledge Bowl team of Mitchell Eckhart, Nathaniel Gunter and Elizabeth Peterson won the regional competition, and finished 8 out of 24 teams at state; 7) The second Trap Shoot season has 39 participants and completed two practice shoots so far.

Elementary Principal – Dr. Svobodny shared the following: 1) Parents and Teachers Together (PATT) donated \$15,000 to the elementary school as a result of their fall fundraiser; 2) On the March 31 inservice/work day, teachers shared progress towards meeting their professional goals with their PLC groups. Curriculum Director Jane Johnson provided them with an overview of the reading program. The staff would decide if they wish to supplement current curriculum or purchase new; 3) Elementary MCA testing would begin the following day; 4) Online preschool registration began on April 3<sup>rd</sup> and the LRP classes are already full.

Assistant Principal/Activities Director – Mr. John Ostrowski shared that he was excited about the plan starting the next day to emphasize reading during advisory time.

## District Feedback Forms

Supt. Carolan shared a compliment received.

## **STUDENT SCHOOL BOARD MEMBER COMMUNICATIONS**

Student School Board Member Representative Kalli Schaefer reported the following: 1) Another new club was formed – the Environmental Club – which would have an Earth Day activity; 2) Highlights of her Washington, DC trip included meeting with Representative Tim Walz, renting bicycles and biking around for two hours, and observing senate hearings and discussions about “the wall”; 3) This was her sixth year participating in Model UN and Kalli relayed the topics discussed at a recent meet. One of the DE middle school students received an award only given to 1 out of 400+ middle schoolers. She relayed that DE’s Model UN delegation was growing and added, “It has been awesome to see the impact DE has on the conference as a whole;” 4) At the Band and Choir large group contest, the Band received “Superior” in all 3 of their songs and the Choir received “Excellent” ratings in all of their songs. The solo contest was also successful for Band and Choir; 5) The seniors received their caps and gowns that week; 6) Spring sports were having a “great start.”

## **REPORTS**

### Progress of the 2017- 2020 Strategic Plan

Supt. Carolan shared a presentation he had given to the high school staff and would be giving it to the elementary staff the following day. There were four key focus areas: College and Career Ready; Safe and Supportive Climate; Student, Staff and Community Engagement; and High Academic Achievement.

### First Reading of the Draft 2017-2018 Board Assumptions

Supt. Carolan relayed that the enrollment snapshot in the Assumptions was of April 1, 2017. Revenues were estimated, as well as expenditures. Revenue changes included an increase in preschool program fees paid by parents, and free access to all senior citizens (age 62 and older). The Expenditures did not include the increase expected with renewal of the Dover-Eyota Education Association. Last year, the Board approved a full-time Technology Integrationist, and that position would be filled the 2017-18 school year. The administration also recommended adding a full-time support position for the special education teachers.

## **OLD BUSINESS**

### Technology Update on Bring Your Own Device (BYOD) Program

After the last Board meeting, Technology Director Bryan Berg checked into the possibility of starting the BYOD program with just the 9<sup>th</sup> grade this fall. That option would have a much “smoother” cost amount from year to year. He shared the advantages and tradeoffs of this plan, explaining that it would be a complete process in four years. He answered questions from the Board Members about the 9<sup>th</sup> grade BYOD proposal.

Mr. Carolan said they would prepare the information/options to present to students and parents.

A motion was made by Member Wrubel, seconded by Member Lehnertz, and carried unanimously to approve the Option 3 Your Own Device Plan to be offered only to 9<sup>th</sup> grade in the 2017-18 school year.

### Approve the Revised 2016-2017 Revenue & Expenditure Budget

Business Manager Gary Betcher reported on the revised budget. The Board discussed possible additional projects that would fall within the budget and others that could be paid for with remaining bond funds. Supt. Carolan would obtain cost figures for these possible projects.

A motion was made by Member Nelson, seconded by Member Peterson, and carried unanimously to approve the Revised 2016-2017 Revenue & Expenditure Budget.

### Approve Sale of Dover Property to the City of Dover

Supt. Carolan relayed that the school district lawyer indicated the Board must pass two resolutions: Authorize Sale of the Dover Building and Authorize Execution of the Purchase Agreement. The City of Dover would need to do the same. The sale price would be \$1 and the buyer would pay all closing costs and attorney fees.

A motion was made by Member Peterson, and seconded by Member Wrubel to adopt the Resolution Authorizing the Sale of the Dover building (Attachment A). A roll call vote resulted in the following voting in

favor: Andring, Nelson, Austinson, Pagel, Peterson, Lehnertz, and Wrubel. Those voting against the same: none.

A motion was made by Member Andring, and seconded by Member Nelson to adopt the Resolution Authorizing the Execution of the Purchase Agreement of the Dover Building (Attachment B). A roll call vote resulted in the following voting in favor: Andring, Nelson, Austinson, Pagel, Peterson, Lehnertz, and Wrubel. Those voting against the same: none.

#### Approval of the 2017-18 SACC Handbook

A motion was made by Member Austinson, seconded by Member Lehnertz, and carried unanimously to approve the 2017-18 SACC Handbook.

### **NEW BUSINESS**

#### Approve the Auditing Contract with Clifton/Allen/Larson

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to approve the auditing contract with Clifton/Allen/Larson.

#### Technology Integrator Position and Special Education Support Position

A motion was made by Member Nelson, seconded by Member Lehnertz, and carried unanimously to hire a full-time Technology Integrator and a full-time special education support position.

#### Student Travel Outside of the District

A motion was made by Member Lehnertz, seconded by Member Austinson, and carried unanimously to the Footsteps trip to the Children's Museum in LaCrosse, WI on May 18, 2017.

#### Leave of Absence Request

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to approve the leave of absence of CHELSEY JOHNSON beginning the beginning of the 2017-18 school year through September 25, 2017.

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

A motion was made by Member Austinson, seconded by Member Lehnertz, and carried unanimously to accept the following:

Resignations of ANDREA BABCOCK as Elementary Speech & Language Pathologist, KRISTINA JUDISCH as Assistant Dance Coach, RON KURTH as Bus Driver, and SAM HANLEY as 9<sup>th</sup> Grade Volleyball Coach;

Hire of RYAN MCRAE as "B" Squad Boys' Soccer Coach, and JUSTINE KIEHNE as Long-Term Grade 5 Substitute.

Donations from the EAGLES WRESTLING CLUB to Cross County (\$500); DOVER-EYOTA EAGLES FOUNDATION to summer school transportation (\$600), batting cage (\$1,500), and elementary concession stand popcorn machine (\$700); PARENTS AND TEACHERS TOGETHER for K-5 classroom parties (\$1,200); EYOTA AMERICAN LEGION to Close Up (\$500); BREMER BANK to Soccer (\$100); and \$500 from PHEASANTS FOREVER for the Clay Target team.

### **HEARING OF REPORTS**

Supt. Carolan relayed the following: 1) It was "truly an outstanding response" by our staff to a recent high school medical crisis. Staff would be designated in each building as crisis medical responders and would be CPR and AED trained by the Eyota Volunteer Ambulance; 2) He and Member Wrubel attended the Minnesota School Board Association Day at the Capitol where they had to change to speak with legislators on various topics (funding, teacher shortages, etc.); 3) The new football entrance, funded by the Dover-Eyota Eagles Foundation (DEEF) would be started soon; 4) Relayed that Administrative Assistant Chris Berg had formatted the April School Board Agenda in BoardBook for the Board member to review and get acquainted with the new process. The May Agenda (and future agendas) would be developed within that program; 5) Current agenda items for the April 24<sup>th</sup> Mini-Retreat included the 2017-2020 Strategic Plan, discussion regarding board meeting start time and length, and a possible presentation by the high school Science Department.

### Board of Education Committee Reports & Communication

**Andring** – Mr. Andring relayed that negotiations with the Dover-Eyota Education Association (DEEA) would begin on April 27. He said, “Amazing things are happening at school and the kids are doing awesome. I am proud to be part of DE.”

**Nelson** – Mrs. Nelson relayed that she was very proud of the staff response to the recent medical crisis. Several of the people involved were close friends who were shaken and upset after the incident. She added, “You just never know what you would do (in that type of situation)...congratulations to all for ‘keeping your heads.’”

**Austinson** – She asked and was told the World’s Best Workforce Committee would hold an end-of-the-year wrap-up meeting. She also wondered when the Policy Committee would meet again.

**Peterson** – Mr. Peterson stated that he would also be involved in upcoming negotiations with the DEEA.

**Lehnertz** – Mrs. Lehnertz was also on the School Board Negotiations Team.

**Wrubel** – Mr. Wrubel asked if there would be a follow up meeting by the Crisis Team after the medical emergency. Supt. Carolan relayed that a plan was being developed to train staff in CPR and AED use. Member Wrubel relayed that the Day at the Capitol was a great opportunity. “We should have representatives there every year as it is a great forum for us.”

**Pagel** – Mr. Pagel said that the Hiawatha Valley Education District continued to work on their budget for next and hiring staff. He also relayed that the Hayfield school district may join the Three Rivers Conference. He ended his report by talking about the many superintendent changes within the conference.

### ADJOURMENT

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to adjourn the meeting at 9:08 PM.

Julie Austinson, Clerk  
Cb

**RESOLUTION AUTHORIZING THE SALE OF PROPERTY**

WHEREAS, the School District owns a parcel of property (“Property”), the legal description of which is as follows:

SECT-21 TWP-106 RANGE-011 CITY LANDS 106-11-21 LOT-001 BEG 216FT W SWCOR LOT 1 SCH ADD TH N150FT TH W150FT TH N133FT W250FT TH S TO A PT 16FT N OF RR TH E TO W LINE SHEEK ST TH N TO N LINE CENTER ST TH E216FT TO BEG SEC 22-106-11

WHEREAS, the Property, is occupied by a school building which was closed by Resolution of the School Board on October 10, 2016.

WHEREAS, the Property is no longer needed for educational purposes; and

WHEREAS, the School Board finds that it is in the best interests of the School District to sell all or a portion of the Property.

NOW, THEREFORE, BE IT RESOLVED:

1. School District Administration is authorized and directed to undertake all necessary steps to offer all or a portion of the Property for sale.
2. School District Administration is authorized to negotiate the terms of the sale of all or a portion of the Property in the best interests of the School District and the take such other actions as may be necessary or required to implement and effectuate the provisions of this resolution as herein before set forth.

**RESOLUTION AUTHORIZING EXECUTION OF THE PURCHASE AGREEMENT**

WHEREAS, the School District owns a parcel of property (“Property”), the legal description of which is as follows:

SECT-21 TWP-106 RANGE-011 CITY LANDS 106-11-21 LOT-001 BEG 216FT W SWCOR LOT 1 SCH ADD TH N150FT TH W150FT TH N133FT W250FT TH S TO A PT 16FT N OF RR TH E TO W LINE SHEEK ST TH N TO N LINE CENTER ST TH E216FT TO BEG SEC 22-106-11

WHEREAS, the Property, is unoccupied and was closed by Resolution of the School Board on October 10, 2016.

WHEREAS, the Property is no longer needed for educational purposes; and

WHEREAS, the School Board finds that it is in the best interests of the School District to sell all or a portion of the Property.

NOW, THEREFORE, BE IT RESOLVED:

1. School District Administration is authorized and directed to execute a purchase agreement to offer all or a portion of the Property for sale.
2. School District Administration is authorized to negotiate the terms of the sale of all or a portion of the Property in the best interests of the School District and the take such other actions as may be necessary or required to implement and effectuate the provisions of this resolution as herein before set forth.