

# REGULAR BOARD MEETING MINUTES

December 12, 2016

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. Board members present: Don Andring, Julie Austinson, Molly Hofschulte, Andrea Lehnertz, Linda Nelson, Todd Peterson, Student School Board Member Kalli Schaefer, and Superintendent Mike Carolan. Absent: none. Also in attendance were Principal Jeanne Svobodny, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Brooke Bernard, and Matt Wrubel.

## Pledge of Allegiance

The Board recited the Pledge of Allegiance.

## Approve the Amended Agenda

Chair Pagel advised of these additional donations: Batting Cages - \$1,700 from the HIAWATHA SNO-SEEKERS; Band Account for Jenna Timbeross - \$50 from LAVONNE TIMBEROSS, \$50 from TAMARA & DAVID TIMBEROSS, and \$200 from CONNIE & RANDY LEHMAN.

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

## Visitors to Address the Board

There were no visitors to address the Board.

## Board Meeting Minutes

A motion was made by Member Andring, seconded by Member Hofschulte, and carried unanimously to approve November 14, 2016 Regular School Board Meeting Minutes.

## Regular District Bills

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the Regular District Bills totaling \$205,426.89.

## Special District Bills

A motion was made by Member Peterson, seconded by Member Lehnertz, and carried unanimously to approve the payment of the Special District Bills totaling \$104,325.73.

## Treasurer's Report

A motion was made by Member Andring, seconded by Member Nelson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,979,055.29 and the November electronic transfers.

## Recognitions

### Honor Member Hofschulte

A motion was made by Member Peterson, and seconded by Member Andring to adopt the Resolution Honoring Molly Rieke-Hofschulte. A roll call vote was taken with the following voting in favor: Andring, Nelson, Austinson, Pagel, Peterson, and Lehnertz. Voting against the same: none. The motion carried unanimously.

### **Resolution Honoring School Board Member Molly Rieke-Hofschulte**

*Whereas, MOLLY RIEKE-HOFSCHULTE has served with distinction as a member of the Dover-Eyota School Board for 8 years,*

*Whereas, she has given of her time unselfishly for the students and parents of this district,*

*Whereas, MOLLY RIEKE-HOFSCHULTE will end her service to the School Board on January 2, 2017,*

*BE IT THEREFORE RESOLVED, that she be publicly commended for her contributions to Dover-Eyota Public Schools.*

*By Order of the School Board  
December 12, 2016*

### Other Recognitions

Dr. Jeanne Svobodny shared the People's Energy Cooperative holiday card contest involving our 5<sup>th</sup> grade students. Winners were Lana Curry, Olivia McNallan, Payton Cameron, and Veronica Voss. Dover-Eyota Elementary was the first school chosen in Olmsted County to participate in the contest.

### **CABINET COMMUNICATIONS**

Elementary Principal – Dr. Svobodny shared the following: 1) The Reading Committee had been discussing what was creating the difference between reading scores and math scores; 2) The Site Council Leadership Team had discussed possibly using some of the first days of school as assessment/conference days; 3) The Academic Triathlon team had their first meet with one team taking first place and one team taking second place; 4) She thanked the special education staff for preparing for the Minnesota Department of Education monitoring; 5) Social Worker Dan Lecheler had arranged for an Olmsted County speaker to present at a staff meeting about the needs of children who have experienced childhood trauma.

### District Feedback Forms

Supt. Carolan relayed that no forms had been received

### **STUDENT SCHOOL BOARD MEMBER COMMUNICATIONS**

Student School Board Member Representative Kalli Schaefer reported the following: 1) The Sharing Tree and food drive were "super successful" this year. The elementary collected 42 boxes of food, the high school collected boxes of food, and even more food came in after the distribution date. She was involved in the shopping for area parents and children in the program; 2) Kalli said that the musical "The Wizard of Oz" was very good and the cast and crew were proud of their work; 3) The Band concert went well and was one of the most favorite in which she had performed; 4) The Choir was excited about their upcoming concert; 4) Kalli ended her report by talking about all of the kindness and caring she had recently seen.

### **REPORTS**

#### World's Best Workforce Summary Report

Supt. Carolan shared the names of the committee members and provided a summary World's Best Workforce Report. The report would be posted on the school district's website and submitted to the Minnesota Department of Education.

### **OLD BUSINESS**

#### Final June 30, 2016 Audit

Business Manager Gary Betcher relayed that there were no changes from the audit presentation given in November by Kim Hillberg of Clifton Allen Larson.

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to accept the Final June 30, 2016 Audit.

#### Approve the Final 2017-2018 Calendar

A motion was made by Member Peterson, seconded by Member Lehnertz, and carried unanimously to approve the Final 2017-2018 Calendar (Attachment A).

### **NEW BUSINESS**

#### Approve the Final 2016 Payable 2017 Levy

Supt. Carolan talked about declining enrollment affecting the budget. The levy before the Board included the 2.8% decrease from the previous year and the reinstatement of Safe Schools and Re-employment levies that were not included for several years because there had been no aid attached to them. The Board discussion included the public comments during the tax information meeting, the reduction in funds that would be received by the school district due to declining enrollment, and the need to reduce future costs.

A motion was made by Member Andring and seconded by Member Peterson to approve the Final 2016-Payable 2017 Levy as proposed (Attachment B). A roll call vote on the motion resulted in the following voting in favor: Andring, Nelson, Austinson, Pagel and Peterson. Those voting against the same: Lehnertz and Hofschulte. The motion carried with a 5 to 2 vote.

Approve the Agreement to Purchase Education Services for ALC Learning Year (Targeted Services or Satellite) Programs from the Hiawatha Valley Education District

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to approve the Agreement to Purchase Education Services for ALC Learning Year (Targeted Services or Satellite) Programs from the Hiawatha Valley Education District.

Adjust the 2016-2017 Calendar

Supt. Carolan explained that, since school cannot be held on Monday, January 2<sup>nd</sup> (a Federal holiday), the 2016-2017 Calendar needed to be adjusted. Currently, the school district had 174 student contact days (without any snow days). Mr. Carolan had polled the Three Rivers Conference schools and found the average was 174.5 student contact days. He shared the options as well as the pros and cons of each option.

A motion was made by Member Austinson, seconded by Member Lehnertz and carried unanimously to alter the 2016-17 Calendar by adding a student contact day on January 24<sup>th</sup> and eliminating the requirement of teaching staff making up that inservice/work day at the end of the school year.

Consent – New Hires

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to hire the following individuals: 1) MARY HANSEN as Instructional Assistant, WENDY LEUTH as Adult SACC Worker, and REBECCA PETERSON as Long-Term Substitute Physical Education Teacher.

Consent Accept Donations

A motion was made by Member Peterson, seconded by Member Lehnertz, and carried unanimously to accept the following donations: 1) Batting Cage - \$300 from BRYAN & KAREN TODD of Todd's Ruff Acres, \$800 from DE Girls' Fast Pitch Softball (Storm), and \$1,700 from the HIAWATHA SNO-SEEKERS; 2) Scoreboard Advertising - \$1,000 each from PRESTIGE AUTO & DIESEL, TS CONCRETE – TONY SCHWARTZ, HBC, DON'S ELECTRIC, B&C PLUMBING AND HEATING, and BREMER BANK; 3) Angel Account - \$150 from the EYOTA AMERICAN LEGION AUXILIARY; 4) Band Account for Jenna Timbeross - \$50 from LAVONNE TIMBEROSS, \$50 from TAMARA & DAVID TIMERBOSS, and \$200 from CONNIE & RANDY LEHMAN.

**HEARING OF REPORTS**

Supt. Carolan relayed the following: 1) The preschool playground swings had been adjusted and more wood chips would be added in the spring; 2) The City of Dover had hired their own firm to do an asbestos inspection of the Dover building; 3) He and Matt Wrubel attended the Minnesota School Board Association Phase I training. They would attend Phase II training during the MSBA Leadership Conference; 4) The organizational meeting of the School Board would be held before the Board meeting in January; 5) The January 16<sup>th</sup> Board Mini-Retreat would include a report from Technology Director Bryan Berg; 6) Deputy Dan Johnson had been promoted to an investigator. Casey McFarlan would be the new School Liaison Officer; 7) Beginning next year, the Olmsted County Collaborative would focus on early childhood/early elementary mental health.

Board of Education Committee Reports & Communication

**Andring** – Mr. Andring said that the musical play was “excellent and fun.” The Band concert was “exciting and fun” and he was looking forward to attending the Choir concert. In regard to the levy adoption he said, “We had to make tough decisions tonight. Our consensus is to tighten our belt as much as we can, where we can. Farm markets did some strange things in the last year and the housing market took a dip and is coming back. I hope it will work out good for everyone. I pay taxes, so I know what it is like.” Member Andring ended his report by thanking Member Hofschulte for her service on the board and said she had brought good ideas to the meetings.

**Nelson** – Mrs. Nelson appreciated the compromise that had been made in making January 24<sup>th</sup> a student contact day. In regard to taxes she said, “I try to be hopeful that there will be a solution down the line for what is happening to them (farmers). We don't have a lot of control, but we should do whatever we can do to help.”

**Austinson** – Member Austinson extended an invitation to Meet & Confer saying that the Board would be happy to meet with the teachers. She noted that the Policy Committee hadn't met for a while and “has some things to do.” She mentioned that the School Board is required to bring policy changes forward two times, with adoption at the third meeting. She also indicated that Policy 208 lists all of the policies that require annual review, and she also felt the fundraising policy needed review. Mrs. Austinson like the elementary's new family orientation idea. She

would like to hear more about the reasons students transfer out of the district. She ended her report by distributing the Southeast Service Cooperative Board of Directors election ballots.

**Peterson** – Member Peterson thanked Molly Hofschulte for 8 years of service on the Board.

**Lehnertz** – Mrs. Lehnertz had enjoyed the Band concert and play, and said the 5<sup>th</sup> grade holiday cards were “amazing.” She thanked Mrs. Hofschulte for her service and ended her report by saying that her goal for 2017 was to encourage community members to attend the Board meetings to hear the discussions.

**Pagel** – Mr. Pagel received a lot of surveys and would now forward them to Supt. Carolan for completion. In regard to the tax informational meeting he said, “It is a big issue. I spent the last two years on a statewide committee and part of problem is ‘What are the alternatives?’ If we try to help some of those ag land taxes, we can’t find constituents to support it. If anyone had a reasonable answer, they would be a hero. A balance between ag land and all markets could help. It is not fun for school district or ag land owners.” Member Pagel thanked Molly Hofschulte Molly for 8 years for service.

**Hofschulte** – Mrs. Hofschulte welcome Matt Wrubel as the incoming member of the Board. She said, I tried to be the best steward to the community.” She read a letter of advice to Mr. Wrubel, and wished him the “absolute best.”

#### **ADJOURNMENT**

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to adjourn the meeting at 9:06 PM.

Julie Austinson, Clerk  
Cb

Minnesota Department of Education  
 Levy Limitation and Certification Report  
 2016 Payable 2017

District Number-Type: 0533-01  
 District Name: DOVER-EYOTA PUBLIC SCHOOL DISTRICT  
 Home County: OLMSTED

Date Printed: 12/12/16  
 Limits Updated: 12/2/16  
 Certified Submitted: 12/12/16

	LIMIT	PROPOSED	CERTIFIED
<b>SUBTOTALS BY LEVY CATEGORY</b>			
GENERAL - RMV VOTER - JOBZ EXEMPT	0.00	0.00	0.00
GENERAL - RMV OTHER - JOBZ EXEMPT	505,361.91	505,361.91	505,361.91
GENERAL - NTC VOTER - JOBZ EXEMPT	0.00	0.00	0.00
GENERAL - NTC OTHER GENED - EXEMPT	8,595.00	8,595.00	8,595.00
GENERAL - NTC OTHER - JOBZ EXEMPT	238,549.96	238,549.96	238,549.96
COMMUNITY SERVICE - NTC OTHER - JOBZ EXEMPT	55,694.16	55,929.10	55,694.16
GENERAL DEBT - NTC VOTER - JOBZ NONEXEMPT	1,526,582.81	1,526,582.81	1,526,582.81
GENERAL DEBT - NTC OTHER - JOBZ NONEXEMPT	43,632.26	43,632.26	43,632.26
OPEB DEBT - NTC VOTER - JOBZ NONEXEMPT	0.00	0.00	0.00
OPEB DEBT - NTC OTHER - JOBZ NONEXEMPT	0.00	0.00	0.00
<b>SUBTOTALS BY FUND</b>			
GENERAL FUND	752,506.87	752,506.87	752,506.87
COMMUNITY SERVICES FUND	55,694.16	55,929.10	55,694.16
GENERAL DEBT SERVICE FUND	1,570,215.07	1,570,215.07	1,570,215.07
OPEB/PENSION DEBT SERVICE FUND	0.00	0.00	0.00
<b>SUBTOTALS BY TAX BASE</b>			
REFERENDUM MARKET VALUE	505,361.91	505,361.91	505,361.91
NET TAX CAPACITY	1,873,054.19	1,873,289.13	1,873,054.19
<b>SUBTOTALS BY TRUTH IN TAXATION CATEGORY</b>			
VOTER APPROVED	1,526,582.81	1,526,582.81	1,526,582.81
OTHER	851,833.29	852,068.23	851,833.29
<b>TOTAL LEVY</b>			
TOTAL LEVY	2,378,416.10	2,378,651.04	2,378,416.10

The school district must submit the completed original of this form to the home county auditor by December 28, 2016. A duplicate form must be submitted to Minnesota Department of Education, School Finance Division, 1500 Highway 36 West, Roseville, MN 55113, by January 7, 2017.

The certified levy listed above is the levy voted by the school board for taxes payable in 2017.

Signature of School Board Clerk

*Judith Gustafson*  
12-12-16

Date of Certification

FINAL CALENDAR School Board approved 12/12/16

TBD: Two evening 6-12 Parent Contact Days (approx 4 hrs each)

**Student contact days: 174**  
**P/T conference days (24 hours)**  
**Inservice Clerical**  
 8/28 (.5) 8/28  
 8/29 (.5) 8/29  
 8/30 (.5) 8/30  
 11/6 (.5) 11/6  
 1/22 (1) 2/19  
 3/29 (.5) 3/29  
 6/4 (.5) 6/4  
 Total of 4 each  
**Work/Inservice days may be adjusted by the individual building.**  
 Q1 = 41 days  
 Q2 = 45 days  
 Q3 = 45 days  
 Q4 = 43 days

**KEY:**  
 NS = No School      EO = Early Out (EL @ 12:55. HS @ 1:07)  
 I = Inservice for teachers      LS = 1-Hr Late Start  
 W = workday for teachers      \* = Potential Snow Makeup Day  
 [Solid Grey] = vacation or holiday  
 [Diagonal Lines] = buildings closed  
 [Cross-hatch] = buildings closed & no student activities

**Dover-Eyota Public Schools  
 2017 - 2018 Calendar**

**AUGUST 2017**

	1	2	3	4
	7	8 Primary Elections (no activities from 6-8 pm)	9	10
	14	15	16	17
	21	22	23	24
	28	29	30	31
W/I	W/I	W/I		

**SEPTEMBER 2017**

				1
				5
				11
				18
				25
				1

**OCTOBER 2017**

	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			

**NOVEMBER 2017**

		1	2	3
			LS	End 1st Quarter
				10
				17
				24
				1

**DECEMBER 2017**

				1
				8
				15
				22
				29
				5

**JANUARY 2018**

		2	3	4	5
				11	12
				18	19
				25	26
				1	2

**FEBRUARY 2018**

				1	2
				8	9
				15	16
				22	23
				1	2

**MARCH 2018**

				1	2
				8	9
				15	16
				22	23
				1	2

**APRIL 2018**

				3	4
				10	11
				17	18
				24	25
				1	2

**MAY 2018**

				1	2
				8	9
				15	16
				22	23
				1	2

**JUNE 2018**

					1
					8
					15
					22
					29

**JULY 2018**

					1
					8
					15
					22
					29

Graduation May 27

## Dover-Eyota Schools 2017-2018 Calendar

Mon/Fri, TBD	New Staff Workshop (5 days)
Mon, August 28	K-12 Teacher Workday/Inservice
Tue, August 29	K-12 Teacher Workday/Inservice
	Employee Breakfast, 7:30 AM
Wed, August 30	K-12 Teacher Workday/Inservice
	K-5 Open House (2 evening hours)
Mon, September 4	Labor Day – Buildings Closed
Tue, September 5	<b>First Day of School</b>
Mon, October 16	Regular School Day – K-12 Parent/Student/Teacher Conferences (see below)
Tue, October 17	Regular School Day – K-12 Parent/Student/Teacher Conferences (see below)
Wed, October 18	No School – K-5 Parent/Student/Teacher Conferences (see below)
Thu-Fri, Oct. 19-20	No School – Teacher Convention
Fri, November 3	<b>End of 1<sup>st</sup> Quarter</b>
Mon, November 6	No School – K-12 Teacher Inservice/Work Day
Wed, November 22	No School
Thu, November 23	No School – Thanksgiving – Buildings Closed/No Student Activities
Fri, November 24	No School – Buildings Closed
Mon, Dec. 25 – Mon, Jan 1	No School – Winter Holiday – Buildings Closed 12/26, Buildings Closed/No Student Activities 12/25 & 1/1
Tue, January 2	School Resumes
Fri, January 19	<b>End of 2<sup>nd</sup> Quarter, Early Out - Teacher Work</b>
Mon, January 22	No School – K-12 Teacher Workday
Mon, February 19	No School – K-12 Teacher Inservice
Mon, March 5	Regular School Day - K-5 Parent/Student/Teacher Conferences (see below)
Thu, March 8	Regular School Day - K-12 Parent/Student Teacher Conferences (see below)
Fri, March 9	No School
Wed, March 28	<b>End of 3<sup>rd</sup> Quarter</b>
Thu, March 29	No School – K-12 Teacher Work Day/Inservice
Fri, March 30 – Mon, April 2	No School – Bldgs Closed/No Student Activities 3/30 (Potential Snow Makeup Day April 2)
Tue, April 3	School Resumes
Thu, May 24	Last Day of Classes for Seniors
Sun, May 27	Graduation, 1:30 PM
Mon, May 28	No School – Memorial Day – Buildings Closed
Fri, June 1	<b>End of 4<sup>th</sup> Quarter – Last Day for Students – Early Out - Teacher Work Day</b>
Mon, June 4	K-12 Teacher Workday/Inservice
Wed, July 4	Buildings Closed

### Dover-Eyota Parent/Student/Teacher Conference Schedule

<p><b>High School (Fall)</b> Grades 6-12                  Mon, October 16 – Conferences time 3:30-7:30 PM                  Tue, October 17 – Conferences time 3:30-7:30 PM                  TBD – Evening Parent Contact Day 3:30-7:30 PM</p> <p><b>High School (Winter)</b> Grades 6-12                  TBD – Evening Parent Contact Day 3:30-7:30 PM                  Thu, March 8 – Conferences time 3:30-7:30 PM</p>	<p><b>Elementary (Fall)</b> Grades K-5                  Mon, October 16 – Conferences 3:30-7:00 PM                  Tue, October 17 – Conferences 3:30-7:00 PM                  Wed, October 18 – Conferences 7:30 AM-3:30 PM</p> <p><b>Elementary (Winter)</b> Grades K-5                  Mon, March 5 – Conferences 3:30-7:00 PM                  Thu, March 8 – Conferences 3:30-7:00 PM</p>
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	Reg Att Days	Early Outs	1 Hr Late Starts
Q1	41		
Q2	45	1/19	Wednesdays 9/13
Q3	45	& 6/1	through 5/23
Q4	43		
<b>TOTALS</b>	<b>174</b>		