

# REGULAR BOARD MEETING MINUTES

March 14, 2016

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:04 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Molly Hofschulte, Andrea Lehnertz, Linda Nelson, Todd Peterson, and Superintendent Mike Carolan. Absent: Student Member Emmy Buntrock. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Curriculum Director Jane Johnson, Activities Director John Ostrowski, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Eric Aeschlimann, Nikita Albrecht, Megan Carrels, Tyrel Clark, Kylie Clark, Madison Devine, Jacob Kalmes, Dominic Kellen, Bruce Klaehn, Lewis Larson, Peter Larson, Susan Keller-Schaefer, David Otomo, Michael Otomo, John Pittenger, Seth Stettler, Bryan Todd, and Tanner Welsh.

## Approve the Amended Agenda

Chair Pagel advised of two new hires on the agenda: John Pittenger as Jr. High Boys' Soccer Coach and John Ostrowski as 7<sup>th</sup> Grade Girls' Softball Coach.

A motion was made by Member Lehnertz, seconded by Member Hofschulte, 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 Hofschulte, seconded by Member Austinson, and carried unanimously to approve the February 8, 2016 Regular School Board Meeting Minutes.

## Regular District Bills

With Member Andring abstaining, a motion was made by Member Peterson, seconded by Member Nelson, and carried unanimously to approve the Regular District Bills totaling \$543,161.37.

## Special District Bills

With Member Andring and Member Hofschulte abstaining, a motion was made by Member Peterson, seconded by Member Lehnertz, and carried unanimously to approve the payment of the Special District Bills totaling \$225,450.79.

## Treasurer's Report

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,537,175.69 and the February electronic transfers.

## **RECOGNITIONS**

Activities Director John Ostrowski introduced the district's two of the three state wrestling champions: Tanner Welsh (285 lbs.), and Michael Otomo (170 lbs.). Ryan Keach (138 lbs.) had been unable to attend.

Dr. Jeanne Svobodny advised that Second Grade Teacher Gretchen Brinkman had been nominated by parent Sue Rubow and won the "Tuesday Teacher Award" from the Radio Station Y-105.

Supt. Carolan acknowledged the girls' basketball team and coaches for a great achievement of being the 1AA Subsection Final Champions and placing second in the section competition.

## **CABINET COMMUNICATIONS**

Elementary School Principal – Dr. Jeanne Svobodny shared these items: 1) The elementary day of celebration and Open House was very successful. Grades kindergarten through five had two DJs to entertain them during a 50-minute block of time and the preschool students were "amazed" by a magician. Approximately 400 people attended the evening Open House; 2) Elementary students had their first meal in the new cafeteria on February 22<sup>nd</sup>. Mrs. Svobodny added, "The (traffic) flow has been wonderful and we have a lot to be thankful for;" 3) The students and families raised 1,529.04 for Pennies for Patients – almost double last year's total. After that, they raised \$1,000 for a kindergartener with cancer.

High School Principal – Todd Rowekamp shared the following: 1) Talked about the middle school intervention program that would help middle school students with their learning; 2) A recent volunteer service activity of the Peer Helpers was to encourage students to do random acts of kindness; 3) The Peer Helper's Pennies for Patients

drive also doubled from last year's total. Mr. Rowekamp had agreed that if they reached their goal of \$1,000, which they did, he would dye his beard maroon and gold; 4) Mr. Alberto Vera was the advisor of the newly-formed Philosophy Club; 5) Principal Rowekamp thanked the Middle School Parent Teacher Organization for paying for a waffle supper for the staff during conferences.

#### District Feedback Forms

Supt. Carolan shared one complaint, two compliments, and one concern received.

### **REPORTS**

#### Construction Report

Bruce Klaehn provided an update of the elementary construction project, which was close to completion.

- The punch list was about 90% complete – the commissioning still needed to be done.
- Elementary staff seemed very pleased with the results of the project.
- The budget was also good news:
  - \$200,000 had been set aside for playground equipment and landscaping
  - an additional \$250,000 should still be available to meet other needs that must be tied to the elementary facility or field/track facility (per the auditor). Examples of possible use: elementary roof, elementary parking lot seal coat, athletic complex concessions/bathrooms, etc.
  - there should also be left over funds after negotiations with the contractor
- It appears that the district would not have to use any of the original \$300,000 operating capital the Board had set aside for the track and field project.
- Students were already using the track and field that day.
- Some fencing still needed completion, and there might be some seeding needs.
- Extras accomplished on the two sites within the construction budget included:
  - Athletic field – additional bleachers, asphalt/brick entry, baseball field improvement, new scoreboard, and north side fencing
  - Elementary school – gymnasium floor replacement, upgraded main hall lighting/ceiling, significant added storage space, folding doors in cafeteria, and upgraded pre-school playground

#### Student Presentation of Trip to Washington, DC

Advisor John Pittenger and students Jacob Kalmes, Seth Stettler, and Madison Devine reported on their trip to Washington, DC. Mr. Pittenger advised that the expected \$750 per person cost ended up at \$420 per student after donations and fundraising, and he returned part of the Board donation. He thanked the Board for their financial assistance and trust in his leadership.

#### Choir & Band Update

Choir Director Nikita Albrecht asked for Board consideration of new robes for concerts and contests. Due to the fact that they currently have only 78 robes for 104 students, they were unable to wear them this year.

Supt. Carolan advised that the Band received three years of stipend for a total of \$30,000 to replace aging instruments. Mr. Anderson was willing to step aside for a year of seeking additional funds so that the Choir could obtain new robes.

A motion was made by Member Hofschulte to authorize \$20,000 for the purchase of robes if funds allowed. The motion was seconded by Member Nelson and carried unanimously.

#### Skype with Bruce Miles of the Big River Group

The district would soon be at the end of their 2014-16 Strategic Plan and Mr. Carolan wanted the Board to consider hiring Bruce Miles of the Big River Group to assist in developing a new plan. The School Board held a Skype session with Mr. Miles who explained the process he would use.

The Board held a short discussion on several individuals available for the development process and directed Supt. Carolan to seek two more options for comparison purposes.

#### Proposed Family Sports Pass

Activities Director John Ostrowski provided the Three Rivers Conference ticket prices, as well as current Dover-Eyota pass prices. He had surveyed area schools and found these averages: annual student pass \$37.66, annual adult pass \$64.33, and average family pass \$140.38. He recommended eliminating our current student punch passes next year and replacing them with an annual student pass for \$40, an annual adult pass for \$70, and an annual family pass for \$150. Each immediate family member would receive a pass.

#### Dover-Eyota Eagles Foundation (DEEF) Field Entrance Proposal

Activities Director John Ostrowski talked about the athletic trainer report he gave in February and advised he had sought two grants soliciting funds from DEEF. They granted the district \$3,000 for athletic trainer services and \$2,000 for the video network.

Tyrel Clark provided information on Phase II of the DEEF entrance proposal to the new athletic field. It would be directly in front of the pavers installed in Phase I. It would consist of two brick pillars with windows from which sell tickets, and the words "Dover-Eyota Eagles" and a winged structure above the pillars.

The discussion included the need for more lighting on the back side of the bleachers and entrance area. Mr. Clark also talked about possible future DEEF projects such as a building to house a concession stand and restrooms.

The Board gave the group permission to proceed funding the project.

## **OLD BUSINESS**

### Second Reading and Approval of Policy Changes

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to adopt the changes to the following policies:

- 506 – Student Discipline
- 615 DELETE – Testing Accommodations

### Second Reading and Approval of the 2016-17 Final Calendar

A motion was made by Member Austinson, seconded by Member Lehnertz, and carried unanimously to approve the Final 2016-17 Calendar (Attachment A).

## **NEW BUSINESS**

### Approval of the 2016-17 School-Age Child Care Handbook

Community Education Co-Coordinator Susan Keller Schaefer and SACC Coordinator Megan Carrels came before the Board to discuss changes to the handbook. They advised that the rates had not changed.

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to approve the 2016-17 School-Age Child Care Handbook.

### Fundraiser Request

A motion was made by Member Lehnertz, seconded by Member Peterson, and carried unanimously to approve the Color Run fundraiser.

### Class of 2016 Open Campus Request

A motion was made by Member Andring, seconded by Member Lehnertz, and carried unanimously to approve the Class of 2016 open campus request for fourth quarter.

### Request for Approval of the Senior Boat Cruise

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to approve the Senior Boat Cruise on the LaCrosse Queen on Fri., May 20, 2016.

### Renew Photography Contract with Lifetouch

A motion was made by Member Hofschulte, seconded by Member Andring, and carried unanimously to approve the two-year photography contract with Lifetouch.

### Consent – Accept Resignations

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to accept the resignations of Instructional Assistant TAMMY STELLPFLUG and Part-time Custodian ELIZABETH BLOM.

### Consent - Hires

A motion was made by Member Hofschulte, seconded by Member Andring, and carried unanimously to hire the following individuals: AMANDA THAYER as Cook's Helper, KENT MITCHELL as Route Bus Driver, HALEY HASELEIT as Long-Term 2<sup>nd</sup> Grade Instructor, MARTIN OLSEN as Assistant Golf Coach, JOHN PITTENGER as Junior High Boys' Soccer Coach, and JOHN OSTROWSKI as 7<sup>th</sup> Grade Girls' Softball Coach.

### Consent - Accept Donations

A motion was made by Member Andring, seconded by Member Lehnertz, and carried unanimously to accept the following donations: 1) \$1,000 from the EAGLES WRESTLING CLUB to Cross Country for working concessions; 2) \$2,500 from MONSANTO to FFA; 3) DOVER-EYOTA EAGLES FOUNDATION gave \$3,000 for athletic trainers, \$500 to the Pep Band, and \$2,000 to the video network system; 4) \$200 from the ST. CHARLES LIONS CLUB for the drug-free program.

## **HEARING OF REPORTS**

**Superintendent's Report & Communication** Supt. Carolan relayed the following: 1) Inaccurate MARSS data resulted in an incorrect graduation rate reported by the Minnesota Department of Education. The correct rate was 97%; 2) Long-Term Maintenance projects were being discussed by the Cabinet; 3) Letters had been sent to delinquent accounts indicating that they would be sent to collections if their accounts were not paid; 4) A Dover Building Committee meeting would be held the next evening and a recommendation would be made to the Board at their April meeting; 5) Supt. Carolan would individually meet with the area ministers; 6) A Town Hall meeting would be held to relay drug problems in the county and area; 7) Food Service would be using a sealed bid process to sell unused, old equipment; 8) Additional athletic trainer services would be factored into the 2016-17 Board assumptions. DEEF had donated \$3,000 to offset the cost; 9) Talked about professional development being a key component of the district's next Strategic Plan.

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

**Andring** – Mr. Andring congratulated DEEF for an “outstanding” specialty auction. He had been unable to attend the Choir concert, and relayed that the Band concert was “phenomenal.” In regard to the new track, his son couldn't believe how nice it was at this time of year. Member Andring cautioned that the Strategic Plan process should be completed early in April. He ended his report by congratulating the wrestling and girls' basketball teams and said, “D-E was very well represented by the teams and all of the supporters!”

**Austinson** – There had been a good turnout at the February 20<sup>th</sup> Legislative Forum and topics had included long-term/all-day kindergarten, bullying prevention, early childhood, the tax impact on rural communities, and internet access for rural communities.

**Peterson** – Mr. Peterson congratulated the winter sports teams and added, “It wasn't just the individual players – the teammates had a play in that. Just because they didn't make the championship level, they had just as much to do with the success.” Member Peterson advised that the DEEF auction had a good turnout and was a “good time.”

**Lehnertz** – Seeing our boys at the state wrestling tournament was “really exciting.” She appreciated all of our fans that attended. Mrs. Lehnertz said the Band concert was “fantastic.” She also relayed that the DEEF auction “did as well, if not better, than last year.”

**Hofschulte** – The House of Representative was looking at teacher licensing issues. The Southeast Service Cooperative Legislative Forum had been successful, as well as the officer training session she had attended in St. Cloud. Mrs. Hofschulte said the Band and Choir concerts were “excellent!” In regard to the purchase of choir robes she said, “I am not a fan of spending money, but it is due in this circumstance.” Member Hofschulte stated her belief that, before the district added new things, it should make certain the facilities were maintained (i.e., the elementary roof) using Long-Term Facility funds. She would be attending the National School Board Association Conference in Boston in April. Mrs. Hofschulte offered congratulations to DEEF, and to the wrestlers. She added, “Wrestling is one sport where families are a close knit group of people that support one another. It was just as much a win for the dads as it was for the boys.” She ended her report by congratulating the basketball teams.

**Pagel** – Thanked Bruce Klaehn for his report that evening. The Hiawatha Valley Education District continued to review facility options, including one in Lewiston. There were also looking to consolidate programs for efficiency. Mr. Pagel congratulated the girls' basketball team, the wrestlers, and DEEF.

## **ADJOURNMENT**

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to adjourn the meeting at 9:45 PM.

Julie Austinson, Clerk  
Cb



## Dover-Eyota Schools 2016-2017 Calendar

Mon/Fri, TBD	New Staff Workshop (5 days)
Tue, August 30	K-12 Teacher Workday/Inservice Employee Breakfast, 7:30 AM
Wed, August 31	K-12 Teacher Workday/Inservice K-5 Open House (2 evening hours)
Thu, September 1	K-12 Teacher Workday/Inservice
Mon, September 5	Labor Day – Buildings Closed
Tue, September 6	<b>First Day of School</b>
Tue, September 7	Regular School Day - 7-12 Open House (evening hours TBD)
Mon, October 17	Regular School Day – K-12 Parent/Student/Teacher Conferences (see below)
Tue, October 18	Regular School Day – K-12 Parent/Student/Teacher Conferences (see below)
Wed, October 19	No School – K-5 Parent/Student/Teacher Conferences (see below)
Thu/Fri, Oct. 20-21	No School – Teacher Convention
Fri, November 4	<b>End of 1<sup>st</sup> Quarter</b>
Mon, November 7	No School – K-12 Teacher Inservice/Work Day
Tue, November 15	Regular School Day – 6-12 Parent Contact Evening
Wed, November 23	No School
Thu, November 24	No School – Thanksgiving – Buildings Closed/No Student Activities
Fri, November 25	No School – Buildings Closed
Fri, Dec. 23 – Fri, Dec 30	No School – Winter Holiday – Buildings Closed 12/23, 12/26 & 12/30, Buildings Closed/No Student Activities 12/25 & 1/1
Mon, January 2	School Resumes
Fri, January 20	<b>End of 2<sup>nd</sup> Quarter</b> , Early Out - Teacher Work
Mon, January 23	No School – K-12 Teacher Workday/Inservice
Tue, January 24	No School – K-12 Teacher Workday/Inservice
Mon, January 30	Regular School Day – 6-12 Parent Contact Evening
Mon, March 6	Regular School Day - K-5 Parent/Student/Teacher Conferences (see below)
Thu, March 9	Regular School Day - K-12 Parent/Student Teacher Conferences (see below)
Fri, March 10	No School
Thu, March 30	<b>End of 3<sup>rd</sup> Quarter</b>
Fri, March 31	No School – K-12 Teacher Inservice/Work Day
Fri-Mon, April 14-17	No School – Bldgs Closed/No Student Activities 4/14 (Potential Snow Makeup Day April 17)
Tue, April 18	School Resumes
Thu, May 25	Last Day of Classes for Seniors
Sun, May 28	Graduation, 1:30 PM
Mon, May 29	No School – Memorial Day – Buildings Closed
Fri, June 2	<b>End of 4<sup>th</sup> Quarter</b> – Last Day for Students – Early Out - Teacher Work Day
Mon, June 5	K-12 Teacher Workday/Inservice
Tue, July 4	Buildings Closed

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

<b>High School (Fall)</b> Grades 6-12
Mon, October 17 – Conferences time TBD
Tue, October 18 – Conferences time TBD
<b>High School (Winter)</b> Grades 6-12
Tue, November 15 – Parent Contact Evening time TBD
Mon, January 30 – Parent Contact Evening time TBD
Thu, March 9 – Conferences time TBD

<b>Elementary (Fall)</b> Grades K-5
Mon, October 17 – Conferences 3:30-7:00 PM
Tue, October 18 – Conferences 3:30-7:00 PM
Wed, October 19 – Conferences 7:30 AM-3:30 PM
<b>Elementary (Winter)</b> Grades K-5
Mon, March 6 – Conferences 3:30-7:00 PM
Thu, March 9 – Conferences 3:30-7:00 PM

	Reg Att Days	Early Outs	1 Hr Late Starts
Q1	41		
Q2	44	1/20	Wednesdays 9/14
Q3	47	& 6/2	through 5/24
Q4	42		
<b>TOTALS</b>	<b>174</b>		