

REGULAR BOARD MEETING MINUTES

February 8, 2016

Chair Ron Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:00 PM in the Dover-Eyota High School Media Center. Other members present: Don Andring, Julie Austinson, Molly Hofschulte, Andrea Lehnertz, Linda Nelson, Todd Peterson, Emmy Buntrock, and Superintendent Mike Carolan. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Activities Director/Assistant Principal John Ostrowski, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Julie & Luke & Matt Borst, Cara Fernandez, Dominic & Zak Kellen, Mary Martin, Tim Rowe, Susan Keller-Schaefer, Jake Schleusner, Jon Swenson, Brenda Thomas, Rainie & Rick Tufty, Mikki & McKray Tuma, and Nancy & Marcus Uthke.

The Pledge of Allegiance was recited.

Approve the Amended Agenda

Chair Pagel advised these changes to the agenda: Hire HOLLY CALLAHAN as Fields Throw Coach and remove "tentative" from the Spanish Trip.

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

Visitors to Address the Board

Tim Rowe, Jon Swenson, and Cara Fernandez and several visitors were in attendance and had questions and comments about a possible boys' soccer program.

Jake Schleusner was observing the Board meeting as part of a leadership group from Rochester.

Board Meeting Minutes

A motion was made by Member Andring, seconded by Member Hofschulte, and carried unanimously to approve the January 11, 2016 Organizational School Board Meeting Minutes.

A motion was made by Member Austinson, seconded by Member Hofschulte, and carried unanimously to approve the January 11, 2016 Regular School Board Meeting Minutes.

Regular District Bills

With Member Andring abstaining, a motion was made by Member Nelson, seconded by Member Austinson, and carried unanimously to approve the Regular District Bills totaling \$341,864.34.

A motion was made by Member Peterson, seconded by Member Hofschulte, and carried unanimously to approve the Regular District Bill of \$7,846.75 to Fitzgerald Excavating.

Special District Bills

With Member Andring abstaining, a motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the payment of the Special District Bills totaling \$285,853.61.

Treasurer's Report

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,815,398.31 and the January electronic transfers.

RECOGNITIONS

Dr. Svobodny relayed that Reading Interventionist Jill Magnuson had planned some great activities for "I Love to Read Month". She added, "She does a phenomenal job of communicating the love of reading to students."

Activities Director John Ostrowski advised that Girls' Basketball Coach Brian Harris had been named the Rochester Amateur Sports Commission "Coach of the Year." Previous Dover-Eyota student Amber Zitzow had also been nominated for the award. The girls' basketball team had been nominated as one of the "Team of the Year" candidates, and player Brandi Blattner had been named a candidate for "Female Athlete of the Year."

Principal Rowekamp reported that Ben Reuss had been named to the 2016 Minnesota Music All-State High School Band, and Alexandra Williams would be on the Minnesota Band Directors' Association All-State 6-8 Band. Emmy Buntrock was the Section 1, Sub-Region 3 nominee for the Arts, Academics and Athletics

Award (AAA). Her nomination was moved on for consideration by the Minnesota State High School League for a statewide AAA award.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp shared the following: 1) He was very impressed with the Student Council and senior class as they were creative and offered different fun activities this year during Snoball; 2) The cost of the hypnotist and guest conductor/composer Sam Hazo was subsidized by participants of the Kwik Trip and Target donation programs, and cell phone charges paid by students; 3) The high school staff was trying to do things differently from normal conferences. That evening there had been many individual meetings between students, parents and teachers to make a connection. The Open House, however, hadn't been well attended; 4) The Minnesota Student Survey was being given that week to 8th, 9th, and 11th grade students; 5) The Board would be asked that evening to approve a cultural trip planned by Mrs. Cheryl Adkins for the Spanish Club.

Elementary School Principal – Dr. Jeanne Svobodny shared these items: 1) During the January 25th inservice, the staff had continued developing a more thorough understanding of the narrative standards; 2) She attended a Staff Automated Reporting System (STAR) reading and math two-day training session to obtain a deeper level of understanding of the reports and scoring; 3) The office staff and nurses had moved into their new location January 25th; 4) The original parent drop off area was now being used and parents were being encouraged to stay in their cars and keep looping around until their child was dismissed; 5) Mrs. Svobodny talked about the activities on Mon., February 15th including the evening Open House from 5:30-7:30 PM.

District Feedback Forms

Supt. Carolan shared the compliments received.

STUDENT BOARD MEMBER COMMUNICATIONS

Student Board Member Emmy Buntrock shared the following: 1) She gave a recap of Snoball Week activities including dress up days, free hot chocolate to students on Wednesday, hypnotist presentation instead of a pepfest, and the dance; 2) The sports seasons were starting to wind down with sub section and section competition; 3) The 9th grade had their Youth Frontiers retreat; 4) A new event this year was a "Pops & Pie" event on February 20th from 7-8:30 PM at the Eyota American Legion; 5) Composer Sam Hazo provided the Band with feedback as they played one of his songs; 6) Rehearsals had started for "Shrek" the musical; 7) A couple of FFA groups were headed to state competition; 8) Close Up was leaving the following day for Washington, DC.

REPORTS

Athletic Update

Chad Eickhoff from Mayo Sports Medicine joined Activities Director John Ostrowski as he talked about current athletic training services in our school district and the need for additional services. Mr. Eickhoff explained the current 2-day-per-week (90 minutes per day) services that Mayo Clinic provided Dover-Eyota, and possible expanded services. The cost for increased services would range from the subsidized rate of \$14,000 to \$21,000 per school year, depending on the services provided. The district was currently paying \$4,000 for wrestling and home football games services. Possible ways to offset costs would be through grants and sponsorship advertising. Supt. Carolan advised that he would work the increased services into the 2016-17 budget and seek possible funding sources.

Activities Director John Ostrowski had surveyed DE students last year about their interest in boys' soccer. Of 48 boys interested in boys' soccer, 33 were currently not involved in any fall sport. After giving that information to the Board last fall, Mr. Ostrowski learned from the Minnesota State High School League that DE could have a junior high boys' soccer team and still maintain the coop varsity team with the Plainview/Elgin/Millville (PEM) district. He recommended the formulation of a junior high program (approximately \$6,600 start-up costs) the Fall of 2016 and a junior varsity and varsity program the Fall of 2017. This would allow a transition period in order to be competitive. The procedure would include Board approval to end the coop with PEM, submitting a letter to them to end the coop, and getting PEM's approval. Start-up costs for all 3 programs would be around \$20,000.

A motion was made by Member Peterson, seconded by Member Lehnertz, and carried unanimously to start a junior high boys' soccer program beginning the Fall of 2016 and include a junior varsity and varsity boys' soccer team the Fall of 2017.

Mr. Ostrowski also addressed the community member's suggestion to allow free student entrance to home games. There were several ways that high school students now get free entrance (junior high players get in

free when varsity plays, gold cards for academic success allow free entrance, and band members get in free when they play at a game). There was currently no opportunity for elementary students to get free entrance. The Board entertained allowing one free game entrance for elementary students. Mr. Ostrowski suggested making the cost more tolerable by offering a family pass at a discount rate and the Board directed him to bring a family pass option to the next Board meeting.

Dover Building Committee Update

Supt. Carolan advised that the first meeting had been held and the group reviewed their mission to explore all options, toured the building, and discussed what had been invested in the building over the years (windows, boiler, roof, etc.). There was a sense of the need for collaboration between the city and the school district. Upcoming committee meetings were set for February 22 and March 15 in the elementary conference room.

Mr. Carolan said the Hiawatha Valley Education District might be interested in an ongoing rental agreement while a decision about the building's future was being determined.

First Reading of Policies

The School Board held their first reading of changes to the following policies:

- 506 – Student Discipline
- 615 – Testing Accommodations – DELETE

First Reading of the 2016-17 Final Calendar

Supt. Carolan shared that the Calendar Committee had reviewed a regular schedule calendar and a flex calendar. A flex schedule meant the school year would start the middle of August and end the middle of May. The point of the option was to spread out the quarters so that they ended at more natural times (i.e., 2nd quarter end before Christmas break). The committee decided to delay considering a flex calendar until the 2017-18 school year.

OLD BUSINESS

Second Reading and Approval of Policy Changes

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

- 208 – Development, Adoption & Implementation of Policies
- 404 – Employment Background Checks
- 412 – Expense Reimbursement
- 413 – Harassment & Violence
- 613 – Graduation Requirements
- 902 – Use of School District Facilities & Equipment

NEW BUSINESS

Approve the Pay Equity Report

Business Manager Gary Betcher relayed that how the figures for the various pay groups were calculated. Once submitted, the district would be advised if there were any pay equity violations.

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the Pay Equity Report.

Approve Joining the Drug Free Communities (DFC) Program

Supt. Carolan advised that the Whitewater Coalition grant was ending on June 30. Coordinator Jeremy Hildman had resigned and would inventory items acquired during the years of the program. A new coordinator would be hired and the district would continue working with St. Charles for another drug-free grant of approximately \$125,000 a year. Because of the extensiveness of the grant process, a grant writer had been hired at approximately \$1,000.

A motion was made by Member Peterson, seconded by Member Nelson, and carried unanimously to the join the Drug Free Communities (DFC) Program.

Approve the Revised 2015-2016 Revenue & Expenditure Budget

Business Manager Gary Betcher reviewed the revised budget with the Board. Supt. Carolan indicated that they would continue to monitor the budget and advise the Board of changes.

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to approve the Revised 2015-2016 Revenue & Expenditure Budget (Attachment A).

Approval of the Spanish Club Trip to Chicago, Illinois

A motion was made by Member Austinson, seconded by Member Andring to grant approval of the Spanish Club trip to Chicago, Illinois April 3-4, 2016. Principal Todd Rowekamp provided additional information about the trip and answered questions from the Board. He was very confident in Mrs. Adkins' ability to manage the trip as she has led 30 international trips and was very thorough in relaying the student activities and rules during the trip.

A vote on the motion carried unanimously.

Leave of Absence Request

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to grant a leave of absence to JENNA CLARK from approximately May 15, 2016 through the end of the school year.

Consent - Accept Resignations

A motion was made by Member Hofschulte, seconded by Member Lehnertz, and carried unanimously to accept the resignation of JEREMY HILDMAN as Planning Implementation Coordinator and DAVE HEDIN as Throws Coach.

Consent -Hires

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to hire the following individuals: LIANE HAMMEL as Van Driver, ALYSSA ANGUIANO as English Language Learner Long-Term Substitute, ANN FRERICKS as Elementary Special Education Instructional Assistant, and HOLLY CALLAHAN as Fields Throw Coach.

Consent - Accept Donations

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to accept the \$500 donation from the EYOTA AMERICAL LEGION to Close Up, and \$200 donation from ROGER BUCK of Nebraska to Yearbook.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Carolan relayed the following: 1) Transportation driver shortages caused the 6th grade ski trip to be rescheduled; 2) Because the district hit the internet capacity during peak times, Technology Director Bryan Berg increased the capacity to 150 Mbps at a cost of \$200 per month, which should be mostly covered by E-rate. Mr. Berg wouldn't be purchasing student computers this summer and office staff computers would be updated; 3) Mr. Carolan and Custodial Directors Wayne Ellringer and Linda Oesau had met with a Honeywell representative for the fifth annual verification report which indicated we were exceeding their guaranteed savings by 18%; 4) In regard to the elementary construction, the cafeteria floor and the entry over hang were being installed; 5) Four AEDs were purchased to replace ones that were no longer supported; 6) Another World's Best Workforce Committee meeting would be set; 7) Relayed his upcoming meetings and webinars; 8) Talked of recent closings of school due to inclement weather; 8) The MN Design Team was coming to Eyota to assist in planning the future of the community; 9) The Olmsted County Sheriff's Department, in cooperation with AAA, would host a Town Hall meeting March 21 to provide the public with information on current drug issues in the county and in the school district; 10) He reminded the Board of the Joint Legislative Forum on Sat., February 20; 11) In regard to overdue accounts, Mr. Carolan indicated that, at some point, the district must determine the next step, which may be turning the accounts over to a collection agency.

Board of Education Committee Reports & Communication

Andring – Member Andring had been unable to attend the Playground Committee meeting. There had been a good turnout at the Dover Building Committee and he had been impressed that it had been a low-key meeting with good information being shared. He found information from 2002 about the Dover building that he had shared with Supt. Carolan.

Nelson – Mrs. Nelson had attended the Policy Committee meeting on February 1.

Austinson – Member Austinson had attended the Policy Committee meeting and would be attending the next World's Best Workforce meeting. She reminded the Board of the legislative breakfast on February 20 and advised that February 15-19 was School Board Recognition Week. In regard to the visitors that evening, she was grateful

for the good turnout and that everyone was respectful. She hoped that the boys' soccer programs would be successful as they proceeded forward.

Peterson – Member Peterson had attended a Dollars for Scholars meeting.

Lehnertz – Mrs. Lehnertz had attended the Dover Building Committee meeting.

Hofschulte – Member Hofschulte had been unable to attend the Calendar Committee meeting. At a recent conference she had attended, head speaker Mike Grant of Eden Prairie talked about concussion training and Jim Bearden spoke about “unleashing the heroes in our midst.” The trap league was looking for a day to do their field day. In regard to the Flexible Learning Year discussion, she would like to be aware of individuals' opinions on the subject. Mrs. Hofschulte would be attending officer training in St Cloud. She thanked the soccer parents who attended the meeting and for their input. She ended her report by congratulating Ben Reuss and Alexandra Williams on their All-State Band accomplishments.

Page – Advised that the Hiawatha Valley Education District continued to seek a future location for the area learning center and were reconsidering using the Dover building. Bruce Klaehn's agreement with the district was to be the construction overseer through the end of the year. Those duties were extended and he was only asking for continued use of the school cell phone through the end of the fiscal year as compensation.

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Nelson, and carried unanimously to adjourn the meeting at 10:01 PM.

Julie Austinson, Clerk
Cb

2015-16 Budget Notes & Financial Impact

Board Adopted 02/08/2016

General Fund:

1. Health & Safety, Integration and Unemployment: Revenues will ultimately equal expenditures.
2. Operating Capital / Deferred Maintenance funds are available only for qualified expenditures.
3. Assigned / Restricted Funds - identified for specific revenues and expenditures in current and future budgets.

		6/30/14 Reserve <i>Audited</i>	6/30/15 Reserve <i>Audited</i>	15-16 Revenue <i>Projected</i>	15-16 Expend. <i>Projected</i>	6/30/16 Reserve <i>Projected</i>
<i>Alliant Revenue</i>	A	\$20,893	\$12,536	\$0	\$8,358	\$4,178
<i>Severance</i>	A	\$80,377	\$33,089	\$35,000	\$48,006	\$20,083
<i>One-to-One Insur.</i>	A	\$3,230	\$7,418	\$6,000	\$6,000	\$7,418
<i>Staff Dev.</i>	R	\$0	\$0	\$158,068	\$158,068	\$0
<i>Teacher Dev/Eval</i>	R	\$0	\$10,230	\$0	\$10,230	\$0
<i>Technology</i>	A	\$21,491	\$25,000	\$5,000	\$15,000	\$15,000
<i>Bus Purchase</i>	A	\$25,543	\$60,000	\$140,000	\$98,043	\$101,957
<i>Activities/Supplies</i>	A	\$71,329	\$64,713	\$220,900	\$220,900	\$64,713
<i>Cap. Projects/Turf</i>	A	\$47,072	\$75,000	\$25,000	\$50,000	\$50,000
<i>Curriculum</i>	A	\$8,494	\$10,000	\$0	\$0	\$10,000

February 2016	June 30, 2013 AUDITED Reserves	June 30, 2014 AUDITED Reserves	June 30, 2015 AUDITED Reserves	2015-16 PROJECTED Revenues	2015-16 PROJECTED Expenses	2015-16 PROJECTED Excess / (Deficit)	June 30, 2016 PROJECTED Reserves
GENERAL FUND	\$2,115,056	\$1,585,335	\$1,387,207	\$10,522,196	\$10,610,476	(\$88,280)	\$1,298,927
<i>Unassigned (+ Prepaid)</i>	\$1,400,312	\$1,065,414	\$862,282	\$9,528,890	\$9,484,878	\$44,012	\$906,294
<i>H&S / Integ. / Unemp.</i>	\$818	(\$17,414)	(\$20,455)	\$80,238	\$117,199	(\$36,961)	(\$57,416)
<i>Operating Capital / DM</i>	\$265,902	\$258,906	\$247,394	\$323,100	\$393,794	(\$70,694)	\$176,700
<i>Restricted/Assigned Accts</i>	\$448,024	\$278,429	\$297,986	\$589,968	\$614,605	(\$24,637)	\$273,349
FOOD SERVICE	\$217,707	\$195,635	\$184,649	\$585,715	\$619,078	(\$33,363)	\$151,286
COMMUNITY ED.	\$22,318	\$31,487	\$6,014	\$341,382	\$332,249	\$9,133	\$15,147
<i>Reserved - CE</i>	\$5,118	\$29,051	\$41,793	\$144,253	\$157,509	(\$13,256)	\$28,537
<i>School Readiness</i>	\$1,054	(\$20,466)	(\$53,571)	\$154,402	\$128,541	\$25,861	(\$27,710)
<i>EC Family Ed.</i>	\$8,686	\$16,836	\$11,755	\$39,727	\$43,199	(\$3,472)	\$8,283
<i>Undesignated</i>	\$7,460	\$6,065	\$6,037	\$3,000	\$3,000	\$0	\$6,037