

REGULAR BOARD MEETING MINUTES

November 10, 2015

Chair 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. Board members present: Don Andring, Julie Austinson, Molly Hofschulte, Andrea Lehnertz, Linda Nelson, Ron Pagel, Todd Peterson, Linda Nelson, Todd Peterson, Emmy Buntrock, and Superintendent Mike Carolan. Absent: none. Also in attendance were Principal Todd Rowekamp, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Kathy Gust, Wanda Hanson, Katie Kabes, Dominic Kellen, Kathy Martin, Amanda Mecum, Jacob Robinson, Brian Todd and Dan Vrieze.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approve the Amended Agenda

Chair Pagel advised of these additions to the agenda: Hire EMMY BUNTROCK and BEN CALLAHAN as Targeted Services After-School Student Tutors, and a CLOSED SESSION to discuss negotiations strategies.

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

Visitors to Address the Board

Kathy Gust came before the Board recommending that elementary and high school students attending Dover-Eyota be allowed free entrance to home sporting events like Grand Meadow does. She felt this would encourage students to attend events that are currently not well attended.

Supt. Carolan expressed current concerns about unsupervised kids at football games and the lack of management of them by parents. He would bring the concept to the Three Rivers administrators at their upcoming meeting and later share the discussion with the Board.

Student Board Member Emmy Buntrock liked the idea and relayed that she had seen students in the Commons during a game who couldn't afford admission.

Principal Todd Rowekamp shared that we have a very high participation rate in activities, including sports. In the winter, there could be one to three basketball games a week, plus wrestling, so low turnout at a home event could be because a lot of the student body could be at another meet.

The Board would consider the recommendation.

Board Meeting Minutes

A motion was made by Member Nelson, seconded by Member Hofschulte, and carried unanimously to approve the October 12, 2015 Regular School Board Meeting Minutes.

Regular District Bills

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to approve the Regular District Bills totaling \$969,595.88.

Special District Bills

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to approve the payment of the Special District Bills totaling \$413,456.58.

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 \$7,015,371.57 and the October electronic transfers.

RECOGNITIONS

Supt. Carolan said that the Three Rivers Honors Music Festival held the previous night was "tremendous." Thirteen schools were represented and he was amazed that the students only played or sang together for the first time that day and gave flawless presentations. He acknowledged Ryan Anderson and Nikita Albrecht for organizing the event, as well as preparing the students for the event.

On behalf of himself and Activities Director John Ostrowski, Principal Todd Rowekamp relayed that the girls' soccer team qualified for state tournament for the second year in a row after beating Lourdes at RCTC. The girls did a great job competing at state.

Mr. Rowekamp also acknowledged that Emmy Buntrock had done a "great job" competing in state cross country competition. He added, "It is certainly impressive to qualify for state in your senior year and, more importantly, that Emmy has qualified for state six years in a row either as an individual or as part of a team. She has represented Dover-Eyota very well in athletics as well in other areas."

Mr. Carolan noted that the Veteran's Day program would be held the following day at 9:30 AM, with breakfast at 8:30.

Business Manager Gary Betcher acknowledged the check received from the Dover-Eyota Eagles Foundation for scoreboard advertising and acknowledge the advertisers: B&C Plumbing, Don's Electric Inc., Tony Schwartz Concrete, Prestige Auto & Diesel Care, Hiawatha Broadband Communications (HBC), and Troy Seelhammer Realtor.

CABINET COMMUNICATIONS

Elementary School Principal – Dr. Jeanne Svobodny shared these items: 1) She was glad the Board toured the elementary that evening to see the progress of which the staff is very excited; 2) The elementary was thankful and proud of the high percentage (98.2) of family participation in fall conferences; 3) On the November 9th workshop, a consultant met with teachers and shared information on organization and expectations when using Writer's Workshop; 4) The first grade class has grown this year to 83 members. There seemed to be a lot of movement by families including two families who were moving back to Dover-Eyota; 5) Marzano Leadership Trainer Jessica Town-Gunderson would be working with members of the Professional Leadership Team and provide feedback following classroom observations using a coaching model. Dr. Svobodny commended Julie Baylor, Allison Benike, Rachel Weess, and Suzette Rowen for taking the risk of being observed during this coaching time; 6) Preschool screening was scheduled the following week in Dover; 7) She invited the Board to a Veteran's Day program at the elementary the following day at 2:15 PM. Vocal Music Instructor had been working with each grade level to present a song at the program; 8) In an effort to make faculty meetings more meaningful, she had asked her staff to read and discuss a book containing examples of learning progression scales. It was another way to absorb the information and learn from each other.

High School Principal – Principal Todd Rowekamp shared the following: 1) Teachers had reviewed the lockdown and fire evacuation procedures with students, emphasizing updates with some of the A.L.I.C.E. (Alert, Lockdown, Inform, Counter, Evacuate) principles; 2) The previous day, the high school teachers had a Love & Logic Inservice to discuss their general philosophy about student behavior management and discipline, and received tools, techniques, ideas, and approaches to apply the philosophy; 3) Jeff Ubinger had been hired to fill a new position of half-time Literacy Specialist and half-time Technology Integrationist to assist both elementary and high school staff in utilizing technology in their classroom to make instruction more engaging for students; 4) Invited the Board to the Veteran's Day program and relayed his appreciation to Greg Olson for coordinating the yearly event; 5) Eighth grade students would be at Eagle Bluff Thursday and Friday that week.

District Feedback Forms

No forms had been received.

STUDENT BOARD MEMBER COMMUNICATION

Student Board Member Emmy Buntrock reported these high school activities: 1) The Student Council had hosted their first outdoor pepfest during Homecoming, had held coronation in the gym during the school day, and had fairly good participation at the dance. The group was happy that they only had a few "shenanigans" during Homecoming Week by our students and were pleased with the huge community involvement in getting a new bonfire arranged; 2) Girls' soccer was "amazing" this year, and the fall sports were done and were "successful all around;" 3) Emmy had heard positive feedback from students on how we hosted the Honors

Band & Choir event. She was happy to see the number of music students who helped on their day off, which took a lot of stress off Ryan Anderson and Nikita Albrecht; 4) New members had been inducted into the National Honor Society (Sydney Aeschlimann, Kinzie Bale, Nathaniel Gunter, Emma Horman, Colin Jorde, Annika Juenemann, Megan Redalan, and Megan Vehrenkamp); 5) The blood drive had been extended an additional day this year due to the number of students who signed up to donate; 6) Some Council members had attended their convention in Owatonna and would report back to their peers; 7) The Student Council was making plans for this year's Sharing Tree and planned to use a school van to seek food and money donations from the community.

REPORTS

Construction Updates

The Board had toured the elementary prior to the meeting and been given updates from Bruce Klaehn at that time. Supt. Carolan advised that a meeting had been set to start planning the move into the new facilities.

Preliminary 2014-15 Audit Information

Business Manager Gary Betcher gave a preliminary 2014-15 audit report from the auditor's "draft" report. A complete report would be given by the auditor at the December meeting.

First Reading of Policies

Supt. Carolan advised of recommended changes to these policies:

- 427 NEW – Workload Limits for Certain Special Education Teachers
- 501 – School Weapons Policy
- 516 – Student Medication
- 524 – Internet Use Policy
- 604 – Instructional Curriculum
- 608 – Instructional Services – Special Education
- 614 DELETE – School District Testing Plan & Procedures
- 623 DELETE – Mandatory Summer School Instruction
- 708 – Transportation of Nonpublic School Students

The Board would hold their second reading in December.

OLD BUSINESS

Future of the Dover Building

Supt. Carolan talked about developing an advisory committee to investigate the future of the Dover building.

Possible purposes of the committee:

- review the current function of the building and examine possible future uses to include estimated costs for maintaining the building along with the cost of any anticipated repairs needed to bring it to safe and efficient operation
- provide guidance to the School Board on the sustained use, sale or decommission of the property

He also provided possible membership of the committee and sought board input on proceeding with the process.

Member Hofschulte talked about a retired group who inquired if we could work with them to use part of the building for a quilting program.

Supt. Carolan would seek current quotes for upcoming building maintenance items, meet with City of Dover representatives, talk with the Hiawatha Valley Education District (HVED) Director about maintenance of the building once the preschool moved to Eyota, and proceed with formulating the committee to make recommendations to the School Board. The Board members felt that the process presented was acceptable and would provide Mr. Carolan with names of possible committee members.

NEW BUSINESS

Elementary Building Light Retrofit Proposal

Chair Pagel advised that, during the Board's tour of the elementary that evening, Bruce Klaehn had explained the need for light retrofitting and was confident it would fit within the current construction budget.

Supt. Carolan provided the \$51,600 proposal for the Board's consideration. Discussion ensued. The proposal included using the old tile and Supt. Carolan would bring a proposed cost of new tile to the December meeting.

With Member Andring abstaining, a motion was made by Member Peterson, and seconded by Member Nelson to approve the elementary building light retrofit proposal. A roll call vote was taken with the following voting in favor: Nelson, Austinson, Pagel, Peterson, and Lehnertz. Those voting against the same: Hofschulte. The motion carried.

Leave of Absence Request

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to approve the leave of absence of Instructional Assistant BRANDI HERMANSON from approximately January 18 through March 14, 2016.

Consent - Accept Resignations

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to accept the resignations of Cook's Helper GINNEINE HANENBERGER and Head Golf Coach DOUG YOST.

Consent - Hires

A motion was made by Member Lehnertz, seconded by Member Austinson, and carried unanimously to hire BEN MOHS as B Boys' Basketball Coach, JEFF UBINGER as .5 Reading Specialist and .5 Technology Integrationist, JENNY GUNTER as 5th and 6th Grade Academic Triathlon Coach, STEVEN TAUER as Head Golf Coach, and EMMY BUNTROCK and BEN CALLAHAN as Targeted Services After-School Student Tutors.

Consent - Accept Donations

A motion was made by Member Nelson, seconded by Member Andring, and carried unanimously to accept the \$50 donation from LJ and RM JOHNSON to Michelle Kent's Band account, \$20 donation from JULIE GERGEN to Footsteps, and \$5,000 donation from the DOVER-EYOTA EAGLES FOUNDATION for the paver project.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Carolan relayed the following: 1) The old school truck sold on Craig's list for \$1,000; 2) A van was taken out of commission and would be turned in for scrap metal; 3) Bryan Berg had been working with MN Computers for Schools to replace the student computer batteries; 4) Fiber optic cabling was being installed for future expansion of our internet service; 5) The Cabinet discussed building usage and snow removal on weekends, and alarms being set off when coaches do not arrive on time; 6) Two elementary copiers had broken down; one had been replaced with a purchased used machine and the other with a loaner. Mr. Carolan was seeking bids for purchase or lease of a replacement of the second copier; 7) He had reviewed the Energy Management System Operational Review Report from Honeywell with Lead Custodians Wayne Ellringer and Linda Oesau. Mr. Ellringer and Mrs. Oesau had attended Indoor Air Quality training and were now certified; 8) The district was looking at Teachers on Call who hires substitute teachers and paraprofessionals and uses AESOP software to connect the district with substitutes; 9) The Minnesota School Board Association's Leadership Conference was scheduled for January 14-15; 10) Mediation with the Dover-Eyota Education Association was scheduled for December 3; 11) Relayed his upcoming professional activities including Three Rivers Conference Council on November 13, and a Great Start session focusing on instructional leadership in Brainerd on November 18; 12) Reminded the Board of the School Property Tax Information Meeting at 6 PM on December 14; 13) Relayed policies that would be sent to the Policy Committee for review; 14) Member Hofschulte expressed interest in attending the National School Board Association Conference April 9-11 in Boston.

Board of Education Committee Reports & Communication

Andring – Wondered if a Meet and Confer could be scheduled with the teachers. Congratulated Emmy Buntrock on a great accomplishment and added, "Not many in the state, much less from our school, have

reached this success.” Mr. Andring also noted the “fantastic” success of our fall teams and acknowledged the students involved in the Honor Band & Choir.

Nelson – Member Nelson advised she had attended a Policy Committee meeting.

Austinson – Member Austinson also attended the Policy Committee meeting and advised that the Delegate Assembly would receive binders of proposed resolutions at their next meeting. She also sought suggested resolutions from the School Board.

Peterson – Mr. Peterson noted the mediation meeting with the DEEA on December 3rd. He congratulated all of the fall sports participations and added, “It was a good season – especially for those that went to state.”

Lehnertz – She had not attended any meetings.

Hofschulte – Mrs. Hofschulte talked about proposed seatbelt legislation that was in committee. She expected the Calendar Committee to start meeting soon. The Community Education Committee had met the previous night and discussed that they were not offering a 4th grade football program and that students were willing to attend the Rochester program and pay more to participate. The DNR was offering an online trap shoot class but students would need to attend a field day which Community Education was hoping to have sponsored by one of the local gun ranges. Member Hofschulte relayed that the High School Student Council was again very excited about the Sharing Tree. Mrs. Hofschulte thanked the veterans for their service. The Southeast Service Cooperative was in the middle of an in-depth process of board assessments. She suggested that HVED should be involved in the Dover building committee. Member Hofschulte ended her report by relaying she had voted against the lighting proposal due to not having enough information on the project and felt the district did not need to spend the entirety of tax money being levied

Pagel – Mr. Pagel advised that HVED was still working through negotiations and that they were interviewing applicants to replace Dina Green who was retiring January 1.

CLOSED SESSION

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to go into closed session at 9:06 PM to discuss negotiations strategies.

At 9:41 PM, a motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to end the closed session.

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to adjourn the meeting at 9:41 PM.

Julie Austinson, Clerk
Cb