

REGULAR BOARD MEETING MINUTES

Monday, March 9, 2015

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:11 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, Superintendent Bruce Klaehn, and Student Member Emmy Buntrock. 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, Heather Hoffman, Dan Johnson, Jill Magnuson, and Owen Ziemer.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approve the Agenda

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

Review of Superintendent Interview Questions

Supt. Klaehn reviewed the superintendent interview schedule for Sat., March 14. The Board held an extensive discussion about the interview questions.

Visitors to Address the Board

There were no visitors to address the Board.

Board Minutes

A motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to approve the February 9, 2015 Regular Board Meeting Minutes.

Board Minutes

A motion was made by Member Austinson, seconded by Member Hofschulte, and carried unanimously to approve the March 2, 2015 Special Board Meeting Minutes.

Regular District Bills

With Member Andring abstaining, a motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to approve the Regular District Bills totaling \$413,442.25.

Special District Bills

With Member Andring abstaining, a motion was made by Member Nelson, seconded by Member Austinson, and carried unanimously to approve the payment of the Special District Bills totaling \$196,836.02.

Treasurer's Report

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$10,419,594.78 and the February electronic transfers.

RECOGNITIONS

Activities Director John Ostrowski noted that Ryan Keach (2nd), Tanner Welsh (3rd), and Keith Richards (5th) competed at the state wrestling tournament. He also relayed that the Girls' Basketball team are Sub-section Champions and will be competing at Sections, and that both the Boys' Basketball team and the Girls' Basketball Team obtained Conference titles.

CABINET COMMUNICATIONS

Elementary Principal – Dr. Jeanne Svobodny shared the following: 1) The Report Card Committee discussed the changes made in this year's report card; 2) Thanked Curriculum Director Jane Johnson for the great job she did in facilitating a curriculum alignment meeting in Social Studies with kindergarten and third grade teachers; 3) An End-

of-the-day Dismissal Committee met and discussed entrance and exit changes at the elementary beginning in April; 4) Several teachers would be packing up their classrooms before the moving date of Thu., April 2nd; 5) Summer School would be held at the high school the last two weeks in June and the first two weeks in August; 6) Kindergarten Registration was scheduled for Thu., March 26; 7) Recognized Reading Specialist Jill Magnuson for doing a “phenomenal” job of organizing activities during February I Love to Read Month and an all-school assembly on Dr. Seuss’ birthday. Mrs. Magnuson shared with the Board the various activities held.

High School Principal – Todd Rowekamp shared the following: 1) Along with other schools across the state, the high school has seen declining parent/teacher conference attendance, and the faculty was researching ways to encourage parent attendance; 2) He had received good responses from parents as he used the email part of our notification system to advise them of upcoming events (i.e., conferences) and their ability to access grades on line; 3) The Knowledge Bowl team won the Sub-regional contest and would advance to Regional competition; 4) Mr. Rowekamp advised that the Academic Eligibility Policy was being updated; 5) Assistant Principal/Activities Director John Ostrowski talked about an upcoming student interest survey. It would include questions asking about interest in participating in a boys’ soccer team and a trap shoot team.

District Feedback Forms

Supt. Klaehn relayed two compliments received.

STUDENT BOARD MEMBER COMMUNICATION

Student Board Member Emmy Buntrock reported these high school activities: 1) The Girls’ Basketball team took the Sub-section Champion title and would compete at Sections; 2) Three wrestlers competed at the state tournament; 3) The Close Up group would be going to Washington, DC the end of March; 4) An FFA team is going to state competition; 5) Knowledge Bowl was advancing to Regions; 6) The Spanish Club fundraiser dinner had been held that evening; 7) The Spring Musical practice had begun with Director Jenna Skalisky who is a former DE student; 8) She had not heard any major concerns from students about the new semester and new classes.

REPORTS

Construction Updates

Supt. Klaehn and the Board discussed which construction decisions should be made by the Board, and which could be made at the superintendent’s discretion. He brought forward several examples that had already occurred.

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to allow Supt. Klaehn to make construction decisions on the district’s behalf. He will determine when any decision might need Board consideration.

Mr. Klaehn advised that a notice would be placed in the March 15th *Eagle* issue seeking persons who were interested in 1,000-yard lots of nonsuitable fill from the elementary construction project.

In regard to construction of the new track and field, he advised that the bid opening was April 2nd at 2 PM and that the state bid would be used for turf and installation of the track. He was working on obtaining scoreboard prices.

It was determined that a groundbreaking ceremony at the elementary building site would be held on Tue., March 24 at approximately 2:15 PM. A separate ceremony would be held at the athletic site on another date.

Mr. Klaehn brought forward three options for replacing the elementary gym floor (which is very slippery and has seams that are starting to separate) -- wood parquet floor, sheet vinyl floor, or seamless poured urethane floor. It was determined to wait until after the athletic field bids were received; however, Supt. Klaehn would forward to the Board any additional information he obtained about the wood parquet floor and seamless poured floor.

OLD BUSINESS

Further Consideration of the 2015-16 Budget Process

Supt. Klaehn sought Board input on the type of additional work the administration should do, and the direction they should go, in regard to the \$100,000 expenditure reduction in the 2015-16 Unassigned General Fund Budget. He reviewed the current proposed budget cuts and talked about changes in the draft Board Assumptions, the hope that the ADSIS grant would again be approved (which pays for three of our

integrationists), and a possible increase in special education service needs. It was the consensus of the Board to proceed with \$100,000 in reductions.

Second Reading and Approval of the Final 2015-2016 Calendar and Tentative 2016-2017 Calendar

The Board discussed the 45/15 school year option currently being adopted by some schools throughout the state. This item would be kept "on the radar" for future consideration.

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the final 2015-2016 Calendar and tentative 2016-2017 Calendar (Attachment A).

Second Reading and Approval of Policy Revisions

A motion was made by Member Hofschulte and seconded by Member Nelson to approve revisions to the following policies:

- 205 – Open Meetings and Closed Meetings
- 206 – Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations
- 208 – Development, Adoption, and Implementation of Policies
- 419 – Tobacco-Free Environment
- 421 – Gifts to Employees and School Board Members
- 423 – Employee-Student Relationships
- 509 – Enrollment of Non-Resident Students
- 511 – Fundraising
- 602 – Organization of School Calendar and School Day
- 710 – Extracurricular Transportation
- 720 – Vending Machines
- 902 – Use of School District Facilities and Equipment

Member Andring relayed his concern that, under the current policy language, siblings could be refused acceptance due to class size. It was agreed by the Board to modify the policy.

An amended motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to give siblings of currently attending enrollment option students guaranteed approval.

A vote on the original motion was unanimously approved.

NEW BUSINESS

Elementary Construction Project Painting Bids

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to accept the elementary construction project painting bids as recommended by R.A. Morton.

Fundraiser Request

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to grant approval of the Class of 2016 Al' Lasta fundraiser.

Class of 2015 Open Campus Request

A motion was made by Member Andring, seconded by Member Nelson, and carried unanimously to grant the Class of 2015 Open Campus during 4th quarter.

Retirement Resignation

A motion was made by Member Andring and seconded by Member Hofschulte to accept the retirement resignation request from Elementary Instructor SUE CORDES after serving Dover-Eyota Public Schools for 40 years.

Supt. Klaehn said she was a "leader of leaders" and a "tremendous" asset. Member Andring said, "There is no doubt – she has a passion for education!"

A vote on the motion carried unanimously.

Resignation

A motion was made by Nelson, seconded by Austinson, and carried unanimously to accept the resignation of PATRICIA WOLFGRAM as Cook's Helper.

Consent - Accept Donations

A motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to accept the donation of \$550.70 from HIGGINS CUSTOM CABINETRY and \$250 to the Band Trip from DANNY & LIZZANN WILLIAMS.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) In his legislative update, he felt that there would be an improved budget forecast that might increase funding, especially in early childhood which is currently being subsidized by General Funds in many school districts, including Dover-Eyota; 2) The first negotiations meeting with the Dover-Eyota Education Association was scheduled for Tue., March 17; 3) Mr. Klaehn expressed sadness over the passing of Supt. Jeff Evert who was due to retire July 1st after serving 38 years at Kenyon-Wanamingo.

Board of Education Committee Reports & Communication

Andring – Relayed that the Meet & Confer group had met with the state teacher representative to discuss guidelines for Meet & Confer meetings. Mr. Andring thanked Mrs. Jill Magnuson for doing a “great” job with the elementary reading program. In regard to the retirement of Sue Cordes he said, “What can you say? She will be missed. I wish her the best!” He ended his report by wishing “good luck” to the Girls’ Basketball team at Section competition.

Nelson – Mrs. Nelson advised that she had attended a Theatre & Text Review Committee meeting.

Austinson – The Meet & Confer meeting that evening had been “positive” and brought forward ideas to be more efficient. Mrs. Austinson congratulated all the sports and extra-curricular teams moving forward in competition. She thanked Mrs. Cordes for her enthusiasm and loyalty to the school district. Her final comments were, “We have such a great school district – it is strong in so many ways!”

Peterson – Member Peterson thanked Sue Cordes for 40 years of dedication to this district and relayed that all four of his children had her as a teacher. He added that she did “a great job which is very much appreciated!” Mr. Peterson advised he was looking forward to upcoming negotiations.

Lehnertz – Mrs. Lehnertz attended the Meet & Confer that evening and would attend her first negotiations meeting the following week. In regard to Mrs. Cordes retirement she said, “We will miss her -- she was my 5th grade teacher – one of my favorites!” She expressed kudos to the athletic teams, noted that the Band concert was “wonderful”, and said she enjoyed the Spanish Club meal that evening and attending conferences. Member Lehnertz ended her report by inviting everyone to the Dover-Eyota Eagles Foundation auction that Saturday at the Eyota American Legion.

Hofschulte – Mrs. Hofschulte expressed congratulations to the wrestlers, the Girls’ Basketball team and to Mrs. Sue Cordes. In regard to the discussion that evening about a trap league, she said, “I hope the interest is there as it is a great opportunity for students who have an interest that we have not been able to tap into. I am excited to see where that goes and am glad it would be open to both genders.”

Pagel – Mr. Pagel congratulated Sue Cordes on 40 years of service and added, “That is phenomenal.” He expressed his appreciation of the work of the Board, administrators and other community members in the superintendent search process. He added, “I think the process is working well and we have narrowed it down to three good candidates.”

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Nelson, and carried unanimously to adjourn the meeting at 9:36 PM.

Julie Austinson, Clerk
Cb

Final Board approved 3/9/15

• Student contact days: 174
 P/T conferences days (24 hours)
 • Inservice days: 4
 • Clerical days: 4 + 2 EO

Q1 = 41
 Q2 = 44
 Q3 = 46
 Q4 = 43

Dover-Eyota Public Schools 2015 - 2016 Calendar

KEY:
 NS = No School
 E = elementary (K-5)
 H = high school (6-12)
 A = all (K-12)
 Conf = Conferences
 I = Inservice for teachers
 CI = Common Inservice
 W = workday for teachers
 EO = Early Out (EL @ 12:55, HS @ 1:07)
 LS = 1-Hr Late Start
 * = Potential Snow
 Makeup Days
 [White box] = vacation or holiday
 [Hatched box] = buildings closed
 [Dark grey box] = buildings closed & no student activities

AUGUST 2015					SEPTEMBER 2015					OCTOBER 2015								
3	4	5	6	7	1	2	3	4	1	2	3	4	5	6	7	8	9	
					WI	WI	I						LS					
10	11	12	13	14	8	9	10	11	12	13	14	15	16	17	18	19	20	
					Last day Early Dismiss	First Student Day			12 Columbus Day PM Conference	13	NS Conference	14	15 Teacher Convention	16	17	18	19	20
17	18	19	20	21	14	15	16	17	18	19	20	21	22	23	24	25	26	27
							LS					LS						
24	25	26	27	28	21	22	23	24	25	26	27	28	29	30	31	32	33	34
							LS					LS						
31					28	29	30					LS						
WI					WI							LS						
NOVEMBER 2015					DECEMBER 2015					JANUARY 2016								
2	3	4	5	6	1	2	3	4	1	2	3	4	5	6	7	8	9	
		LS		End 1st Quarter		LS							NS 1 Bldg closed					
9	10	11	12	13	7	8	9	10	11	4	5	6	7	8	9	10	11	
NS WI	Veteran's Day	LS					LS			School Resumes		LS						
16	17	18	19	20	14	15	16	17	18	11	12	13	14	15	16	17	18	
		LS					LS					LS						
23	24	25	NS 26 Bldg Closed Thanksgiving	NS 27 No School	21	22	NS 23 No School	NS 24 No School	NS 25 Bldg closed	18	19	20	21	22	23	24	25	
										26	27	28	29	30	31	32	33	
30					NS	NS	NS	NS		NS W		LS						
FEBRUARY 2016					MARCH 2016					APRIL 2016								
1	2	3	4	5	1	2	3	4	1	2	3	4	5	6	7	8	9	
		LS				LS											End 3rd Quarter	
8	9	10	11	12	7	8	9	10	11	4	5	6	7	8	9	10	11	
All PM Open House		LS			7 All PM Conference	8 Teacher Inservice (no activities 8:30)	LS		NS	NS WI		LS						
15	16	17	18	19	14	15	16	17	18	11	12	13	14	15	16	17	18	
		LS					LS					LS						
22	23	24	25	26	21	22	23	24	25	18	19	20	21	22	23	24	25	
		LS					LS		Good Friday			LS						
29					* 28	29	30	31		25	26	27	28	29	30	31	32	
					NS	School Resumes	LS					LS						
MAY 2016					JUNE 2016					JULY 2016								
2	3	4	5	6	1	2	3	4	1	2	3	4	5	6	7	8	9	
		LS																
9	10	11	12	13	* 6	7	8	9	10	4	5	6	7	8	9	10	11	
		LS			WI				EO End 4th Quarter									
16	17	18	19	20	13	14	15	16	17	11	12	13	14	15	16	17	18	
		LS					LS					LS						
23	24	25	26	27	20	21	22	23	24	18	19	20	21	22	23	24	25	
		LS		Last day for juniors			LS					LS						
30	31				27	28	29	30		25	26	27	28	29	30	31	32	

Dover-Eyota Schools 2015-2016 Calendar

Mon/Fri, TBD	New Staff Workshop (5 days)
Mon, August 31	K-12 Teacher Inservice/Work Employee Breakfast, 7:30 AM
Tue, September 1	K-12 Teacher Inservice/Workday
Wed, September 2	K-12 Teacher Inservice/Workday, K-12 Open House (evening hours - 4 hours for Gr 6-12, 2 hours for Gr K-5)
Thu, September 3	K-12 Teacher Inservice
Mon, September 7	Labor Day – Buildings Closed
Tue, September 8	First Day of School
Mon, October 12	Regular School Day – K-12 Parent/Student/Teacher Conferences (see below)
Tue, October 13	Regular School Day – K-12 Parent/Student/Teacher Conferences (see below)
Wed, October 14	No School – K-12 Parent/Student/Teacher Conferences (see below)
Thu/Fri, Oct. 15-16	No School – Teacher Convention
Fri, November 6	End of 1st Quarter
Mon, November 9	No School – K-12 Teacher Inservice/Work Day
Thu, November 26	No School – Thanksgiving – Buildings Closed/No Student Activities
Fri, November 27	No School – Buildings Closed
Wed, Dec. 23 – Fri, Jan 1	No School – Winter Holiday – Buildings Closed 12/24, Buildings Closed/No Student Activities 12/25 & 1/1
Mon, January 4	School Resumes
Fri, January 22	End of 2nd Quarter, Early Out - Teacher Work
Mon, January 25	No School – K-12 Teacher Work Day
Mon, February 8	Regular School Day – 6-12 Open House (3:30-7:30 PM)
Mon, March 7	Regular School Day – K-5 Parent/Student/Teacher Conferences (see below)
Thu, March 10	Regular School Day – K-12 Parent/Student/Teacher Conferences (see below)
Fri, March 11	No School
Fri-Mon, March 25-28	No School – Bldgs Closed/No Student Activities 3/25 (Potential Snow Makeup Day March 28)
Tue., March 29	School Resumes
Fri, April 1	End of 3rd Quarter
Mon, April 4	No School – K-12 Teacher Inservice/Work Day
Fri, May 27	Last Day for Seniors
Sun, May 29	Graduation, 1:30 PM
Mon, May 30	No School – Memorial Day – Buildings Closed
Fri, June 3	End of 4th Quarter – Last Day for Students – Early Out - Teacher Work Day
Mon, June 6	K-12 Teacher Inservice/Workday (Potential Snow Makeup Day)
Mon, July 4	Buildings Closed

Dover-Eyota Parent/Student/Teacher Conference Schedule

High School (Fall) Grades 6-12
Mon, October 12 – Conferences 3:30-7:30 PM
Tue, October 13 – Conferences 3:30-7:30 PM
Wed, October 14 – Conferences 7:30-11:30 AM
High School (Winter) Grades 6-12
Mon, February 8 – Open House 3:30-7:30 PM
Thu, March 10 – Conferences 3:30-7:30 PM

Elementary (Fall) Grades K-5
Mon, October 12 – Conferences 3:30-7:00 PM
Tue, October 13 – Conferences 3:30-7:00 PM
Wed, October 14 – Conferences 7:30 AM-3:30 PM
Elementary (Winter) Grades K-5
Mon, March 7 – Conferences 3:30-7:00 PM
Thu, March 10 – Conferences 3:30-7:00 PM

	Elem Work Days	HS Work Days	Elem Inserv Days	HS Inserv Days	Reg Att Days	Elem Conf	HS Conf	Early Outs
Q1	1.5	1.5	2.5	2.5	41	17 Hrs	16 Hrs	
Q2	.5	.5	.5	.5	44	-	-	EO 1/22
Q3	1	1	-	-	46	7 Hrs	8 Hrs	
Q4	1	1	1	1	43	-	-	EO 6/3
TOTALS	4	4	4	4	174	24 Hrs	24 Hrs	1 Hr Late Start Wednesdays 9/16 through 5/25
Regular Attendance Days of 174 plus Conference/Open House Days of 24 Hours per building								

• Student contact days: 174
 P/T conference days (24 hours)
 • Inservice days: 4
 • Clerical days: 4 + 2 EO

Q1 = 41
 Q2 = 44
 Q3 = 47
 Q4 = 42

Dover-Eyota Public Schools 2016 - 2017 Calendar

KEY:
 NS = No School Conf = Conferences EO = Early Out (EL @ 12:55, HS @ 1:07)
 E = elementary (K-5) I = Inservice for teachers LS = 1-Hr Late Start
 H = high school (6-12) CI = Common Inservice * = Potential Snow
 A = all (K-12) W = workday for teachers MakeUp Days

☐ = vacation or holiday
 ▨ = buildings closed
 ▩ = buildings closed & no student activities

AUGUST 2016					SEPTEMBER 2016					OCTOBER 2016				
1	2	3	4	5				1	2	3	4	5	6	7
					8	9	10	11	12	10	11	12	13	14
					15	16	17	18	19	17	18	19	20	21
					22	23	24	25	26	24	25	26	27	28
					29	30	31			31				
WI	WI	WI												
NOVEMBER 2016					DECEMBER 2016					JANUARY 2017				
	1	2	3	4				1	2	NS 2	3	4	5	6
		LS		End 1st Quarter	5	6	7	8	9	9	10	11	12	13
NS	7	8	9	10										
WI		LS		Veteran's Day	12	13	14	15	16	16	17	18	19	20
					19	20	21	22	23					EO/W End 2nd Quarter
					26	27	28	29	30	23	24	25	26	27
					NS 26	NS	NS	NS	NS	NS	W	LS		
										30	31			
FEBRUARY 2017					MARCH 2017					APRIL 2017				
		1	2	3			1	2	3	3	4	5	6	7
		LS			6	7	8	9	10	10	11	12	13	14
					Tuesday/				NS??					Good Friday
					13	14	15	16	17	17	18	19	20	21
					20	21	22	23	24	* NS	School	LS		
					27	28	29	30	31	24	25	26	27	28
				Winter Conferences TBD as well as Friday no school										
MAY 2017					JUNE 2017					JULY 2017				
1	2	3	4	5				1	2	3	4	5	6	7
		LS							EO/W End 4th Quarter					
8	9	10	11	12	5	6	7	8	9	10	11	12	13	14
		LS			WI					17	18	19	20	21
15	16	17	18	19	12	13	14	15	16	24	25	26	27	28
		LS			19	20	21	22	23	31				
22	23	24	25	26	26	27	28	29	30					
		LS		Last day for seniors										

Dover-Eyota Schools 2016-2017 Calendar

Mon/Fri, TBD	New Staff Workshop (5 days)
Mon, August 29	K-12 Teacher Inservice/Work Employee Breakfast, 7:30 AM
Tue, August 30	K-12 Teacher Inservice/Workday
Wed, August 31	K-12 Teacher Inservice/Workday, K-12 Open House (evening hours - 4 hours for Gr 6-12, 2 hours for Gr K-5)
Thu, September 1	K-12 Teacher Inservice
Mon, September 5	Labor Day – Buildings Closed
Tue, September 6	First Day of School
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-12 Parent/Student/Teacher Conferences (see below)
Thu/Fri, Oct. 20-21	No School – Teacher Convention
Fri, November 4	End of 1st Quarter
Mon, November 7	No School – K-12 Teacher Inservice/Work Day
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 – Mon, Jan 2	No School – Winter Holiday – Buildings Closed 12/23, 12/24 & 1/2, Buildings Closed/No Student Activities 12/25 & 1/1
Tue, January 3	School Resumes
Fri, January 20	End of 2nd Quarter , Early Out - Teacher Work
Mon, January 23	No School – K-12 Teacher Work Day
Feb/Mar	Parent/Student/Teacher Conferences To Be Determined
Fri, March 10	Possible No School
Thu, March 30	End of 3rd Quarter
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
Fri, May 26	Last Day for Seniors
Sun, May 28	Graduation, 1:30 PM
Mon, May 29	No School – Memorial Day – Buildings Closed
Fri, June 2	End of 4th Quarter – Last Day for Students – Early Out - Teacher Work Day
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Tue, July 4	Buildings Closed

Dover-Eyota Parent/Student/Teacher Conference Schedule

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Q4	1	1	1	1	42	-	-	EO 6/2
TOTALS	4	4	4	4	174	24 Hrs	24 Hrs	1 Hr Late Start Wednesdays 9/14 through 5/24
Regular Attendance Days of 174 plus Conference/Open House Days of 24 Hours per building								