

REGULAR BOARD MEETING MINUTES

Monday, February 9, 2015

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:02 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Molly Hofschulte, Andrea Lehnertz, Linda Nelson, Ron Pagel, Superintendent Bruce Klaehn, and Student Member Emmy Buntrock. Absent: Todd Peterson. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Curriculum Director Jane Johnson, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Eric Aeschlimann, Preston Euerle, Dan Johnson, John Pittenger, Jacob Robinson, Cali Salley, Peggy Swenson, and Brian Todd.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approve the Agenda

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

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 Nelson, and carried unanimously to approve the January 12, 2015 Organizational Board Meeting Minutes.

Board Minutes

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to approve the January 12, 2015 Regular Board Meeting Minutes.

Regular District Bills

With Member Andring abstaining, a motion was made by Member Austinson, seconded by Member Hofschulte, and carried unanimously to approve the Regular District Bills totaling \$172,794.27.

Special District Bills

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the payment of the Special District Bills totaling \$120,070.24.

Treasurer's Report

A motion was made by Member Nelson, seconded by Member Austinson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$10,517,166.46 and the January electronic transfers.

NEW BUSINESS

Action on Bids Received for Elementary Addition

Preston Euerle from R.A. Morton relayed that bids had been opened on February 3rd for the construction of the elementary building project, and positive results had been received. R.A. Morton had advised 260 local contractors and 13 area building exchanges of the project. Ninety-eight bids were received and 50% of the contract dollars would be within a 30-mile range of Eyota. The roofing contractor felt he had missed something in his bid, was given the weekend to review his proposal, and decided he could substantiate and honor the bid he had submitted.

Mr. Euerle relayed that the first motion before the Board was to proceed with alternates which originally would have been left out of the project if funds had not been available. The alternates were:

1. a lower level storage room
2. one unfinished classroom
3. an operable partition in the cafeteria
4. porcelain tile in the kitchen (instead of fire resistant panels)
5. lighting options
6. acoustical wall equipment in the cafeteria and music room

Member Andring made a motion to approve alternates 1-4 and 6, and reject 5. The motion was seconded by Member Nelson and a roll call vote resulted in the following voting in favor: Hofschulte, Lehnertz, Pagel, Austinson, Nelson and Andring. Those voting against the same: none. The motion carried unanimously.

Mr. Euerle explained that, in some circumstances, the original bid was lower, but when the alternates were added in, it was no longer the lowest bid. He made recommendations for approval, indicating the Board should approve them contingent on successful qualifications by R.A. Morton.

A motion was made by member Hofschulte, seconded by Member Austinson, and carried unanimously to accept the bids contingent on successful qualifications by R.A. Morton.

Mr. Euerle advised that every construction project has a "construction contingency fund" for unexpected expenses and for change orders. It is an allowance category, Mr. Klaehn will have the authority to sign for use of the funds, and use of the funds are eventually approved by the Board.

RECOGNITIONS

Dr. Jeanne Svobodny recognized Physical Education Instructor Eric Aeschlimann for being nominated for the Minnesota Teacher of the Year Award. She said, "He has moved our physical education program to the top. He has a passion for physical fitness for wellness, not only in the school, but also in the community. He is #1 in our book!"

Activities Director John Ostrowski advised that the Dance Jazz and Kick teams qualified for the state tournament. After winning against Chatfield, the Girls' Basketball Team has a chance at the conference title this week. The Dodge County Hockey team, of which we have two girls participating, went to the semi-finals but lost to a Lakeville team. The Boys' Basketball seedings would soon be released. Wrestling was seeded 3rd and would wrestle either FCMCL or Lake City on February 12th, both of which the boys have defeated this year.

High School Principal Todd Rowekamp relayed that Junior Emmy Buntrock had received a Minnesota State High School League (MSHSL) Excellent in Community, Education and Leadership (ExCel) award.

Board Member Don Andring thanked Supt. Klaehn for his work organizing the recent Legislative Forum.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp shared the following: 1) Talked about the plan to address overcrowding in the auditorium and parking lot during concerts (eliminate other activities in the building on concert nights to reduce parking issues, upper classmen be ushers to fill empty seats, etc.); 2) Literacy Specialist Cali Salley updated the Board on how her position has evolved, some of her current activities, and the student progress she has observed.

Elementary Principal – Dr. Jeanne Svobodny shared the following: 1) February is "I Love to Read Month" and she thanked Reading Specialist Jill Magnuson for promoting reading activities; 2) Behavior Interventionist Ben Mohs was promoting an Eagle Council as a result of the anti-bullying training provided to teachers and paras. Twelve students in grades 3-5 would learn about the components of bullying and share the information with their peers; 3) Mr. Ostrowski, Mr. Rowekamp and she had spent 1-1/2 days with a Marzano consultant on evaluation components they would be using. They visited classrooms to find evidence of strategies being used; 4) The academic teams continue to do well – the fifth grade girls took second place in an Academic Triathlon meet on January 16 and one of four teams placed 2nd in competition.

District Feedback Forms

Supt. Klaehn relayed one compliment received for the SACC program.

STUDENT BOARD MEMBER COMMUNICATION

Student Board Member Emmy Buntrock reported these high school activities: 1) There was good participation in the Snoball dress up days and the pepfest games were fun; 2) A tremendous amount of food was collected during the recent Student Council food drive; 3) Winter sports are going very well – the Girls' Basketball team is now the top ranked team in the state. The Boys' Basketball team plays Kingsland this week, the Wrestlers will compete in section matches, and the Dance teams are going to state competition; 4) The National Honor Society is preparing to cook a meal at Hope Lodge; 5) The Choir will be attending the Chanhassen musical "Hello Dolly"; 6) Close Up is fundraising for their trip to Washington, DC.

REPORTS

Construction Updates

Supt. Klaehn talked about the relocations at the elementary from approximately April 1st through Christmas during the construction project. He expressed his appreciation of the cooperation of Dr. Jeanne Svobodny and Mrs. Carrie Frank, and their staff who have been open to the changes. He talked about storage units (on and off site) to be used during this time.

In regard to the track and field project, he and Activities Director John Ostrowski have determined to seek bids for turf, rather than just take the state bid. The bids will be opened sometime prior to the March 9th Board meeting.

Superintendent Search Update

Supt. Klaehn reviewed the current superintendent search plan, including specific group members, and relayed that the first completed application had been emailed to the Board. He reminded the members to mark the following dates on their calendar:

Mon., March 2 – Special Board Meeting at 7 PM to pick up to 6 candidates for first round interviews and discuss interview questions

Mon., March 9 - Early Board Meeting at 6 PM to reduce the number of candidates to up to 4 for second round interviews

Mon., March 16 – Special Board Meeting at 7:00 PM to determine the action for a final contract

There will also be some interviews the week of March 4-7.

Mr. Klaehn talked about potential superintendent interview questions.

First Reading of Revised 2015-2016 Calendar and Tentative 2016-2017 Calendar

Mr. Klaehn presented these calendars to the Board. He advised that each year the Calendar Committee has the challenge of not starting school until after Labor Day and still end the school year the first week in June.

The 2015-2016 Calendar has 174 student days, as approved by the Board. He noted that there were four service days before the start of the 2015-2016 school year due to the district's discontinuance in the SEMLAC group. The staff is determining whether they would like Wed., November 23 or Wed., December 23 as a no school day in the 2015-2016 Calendar. He talked about a possible future Board discussion of having no school for elementary students December 21 and 22 to allow the staff to move into their new areas.

The 2016-2017 Calendar, which goes back to 175 student days, puts the last day of school into the second week of June. Mr. Klaehn asked the Board to consider the possibility of each school year being a typical 174 student days and 11 staff days. It was the consensus of the Board to bring the 2016-2017 calendar to the March meeting with 174 student days and 11 staff days.

First Reading of Policy Revisions

Supt. Klaehn explained changes to the following policies which the Board would review again at their March meeting.

- 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

OLD BUSINESS

Final Approval of the Student Travel to Washington, DC

A motion was made by Member Andring, seconded by Member Hofschulte to grant final approval to the student trip to Washington, DC and donate 10%, as per Board policy.

Advisor John Pittenger advised that 21 students were taking the trip (twice the normal number).

Because the airline tickets were only \$177 round trip, he was able to add a day to the trip and still cut the cost by \$100 per student, down to \$850.

A vote on the motion carried unanimously.

NEW BUSINESS

First Draft of the 2015-16 Revenue & Expenditure Budget

Supt. Klaehn and Business Manager Gary Betcher reviewed the draft 2015-16 Revenue & Expenditure Budget with the Board, which included proposed budget reductions. Mr. Klaehn relayed that there were currently more variables than knowns (legislation, change of the basic funding formula, new superintendent contract, etc.). The Unassigned Fund balance has dropped from \$1,400,000 in June 2013 to a projected \$850,000 in June 2015. This would still be considered a "healthy" balance; however, the reduction of the funds warranted possibly reducing expenses to prevent a further downward spiral. Mr. Klaehn explained the various sources of revenue the district receives and possible future changes. A big part of the district's revenue is driven by our Weighted Average Daily Membership (WADM) of students. Long-range capital expenditure considerations were mentioned including the Board approved \$250,000 contribution from the General Fund to the new athletic field. Potential budget adjustments of \$100,000 were proposed (reduce one first grade section, reduce one non-revenue teacher assistant, reduce/find funding for some retreat costs, increase athletic fees, eliminate class overloads, reduce building supply allowances by 15%, and reduce staff development allowance).

Mr. Klaehn talked about other solutions including seeking legislation to allow districts to move money from Early Childhood to Learning Readiness. He also indicated the mindset that Dover-Eyota has closed its open enrollment, which may be hurting the district in loss of new open enrollees. The Superintendent suggested the Board consider a one-year change to the class size caps.

The Board held an extensive discussion on a possible change to the class size caps and how to relay to the public the decision and the reason for it.

A motion was made by Member Austinson, and seconded by Member Andring to remove all open enrollment caps for all grades for the 2015-16 school year. A roll call vote resulted in the following voting in favor: Lehnertz, Pagel, Austinson, Nelson, and Andring. Those voting against the same: Hofschulte. The motion carried 5-1.

Supt. Klaehn talked about pre-school costs versus fees, and relayed that fees only cover 65-75% of the costs, depending on the program. In the past, the shortage has been covered by the General Fund, which would not be able to continue to do so considering that the balance is decreasing. He recommended a 10% increase in fees. Dr. Svobodny relayed that there is a scholarship program for preschool families who qualify for free or reduced meals.

A motion was made by Member Nelson, seconded by Member Austinson, and carried unanimously to recommend a 10% increase in preschool program fees.

Student Travel Outside of the District

A motion was made by Member Austinson, seconded by Member Hofschulte, and carried unanimously to grant approval of the Class of 2015 LaCrosse Queen Cruise on Friday, May 22, 2015.

Leave of Absence Request

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to grant Instructional Assistant NICOLE THRESON a leave of absence from February 2, 2015 through the end of the school year.

Consent - Resignations

A motion was made by Member Nelson, seconded by Member Hofschulte, and carried unanimously to accept the resignations of LISA FERRELL as HS/MS Health Instructional Assistant, DAVID OTOMO as JH Football Coach, and CHAD OHL as C Softball Coach.

Consent – Approve Hires

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to approve hiring BEN MOHS as JH Baseball Coach, TINE DONAHUE as Model UN Advisor, and JENA SKALISKY as Drama Director for the Spring 2015 Musical.

Consent - Accept Donations

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to accept the \$32.98 in milk products from ZIEBELL'S HIAWATHA FOODS for the DARE program, and \$59.64 from PEACE LUTHERAN CHURCH for the elementary Backpacks for School program.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) The Health Insurance Transparency Act is a new Minnesota law requiring bidding out health insurance every two years starting this spring. The administration has attended training and will be working with the Southeast Service Cooperative to secure bids. The school district retains the choice of the health insurance vendor; however, the Dover-Eyota Education Association (DEEA teacher union) has the right to choose the Public Employees Insurance Plan (PEIP); 2) The Southeast Legislative Forum was very successful with approximately 100 attendees, of which 12 were legislators and 4 were lobbyists; 3) Notification has been received from the DEEA to start negotiations and Member Peterson, Member Lehnertz, and Mr. Klaehn will soon attend a negotiations training session sponsored by the Minnesota School Board Association (MSBA); 4) Talked about measures being tried to reduce parking lot issues in the high school east lot during large events.

Board of Education Committee Reports & Communication

Andring – At a recent Health & Safety Committee meeting he learned that the Fire Marshall had visited and expressed concerns with emergency lighting testing. Mr. Andring had provided Dr. Svobodny with playground safety information from the Southeast Service Cooperative. The Meet & Confer meeting that evening was very good communication and included discussion about how well everyone is working together for the elementary construction project. Member Andring noted that the sports teams were doing very well this year.

Nelson – As a result of a Policy Committee meeting, the Board held their first reading of proposed policy changes.

Austinson – At Meet & Confer, the group discussed possible marketing, the expected effect of DMC, the loss of student enrollment, and the need for more frequent meetings with Technology Director Bryan Berg. Mrs. Austinson felt the Legislative Forum had been very beneficial. She recommended that a course and registration guide, as well as the value for a grade point average, be added to the World's Best Workforce's section on the district's website.

Lehnertz – Member Lehnertz had completed the Phase II training through MSBA. She found her first Meet & Confer meeting very interesting, and advised she would be attending her first negotiations training that week.

Hofschulte – Mrs. Hofschulte congratulated Eric Aeschlimann and added, "You have made an impression on the students in a good way, and that is what matters." In regard to the Legislative Forum, she felt a good idea had been mentioned in inviting students to the next event. The Policy Committee had met and reviewed the policies that had been presented to the Board. She had been unable to attend the Calendar Committee meeting. The Southeast Service Cooperating was planning a regional Gifted & Talented session on March 3rd and a national media literacy specialist on June 6. The next day, the Early Learning Council would be meeting to push for clarification of the four early learning items in the governor's budget proposal.

Pagel – As the Hiawatha Valley Education District board reorganized, he was no longer the Chair. The group is continuing their work with a strategic planning process. At the recent MSBA Leadership Conference, he had attended a session where the presenter felt that, in education, we should forget about trying to do things perfectly and "just do it." Mr. Pagel also talked about today's parents monitoring their children through the new communication networks like Internet, Twitter, etc.

ADJOURNMENT

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to adjourn the meeting at 10:40 PM.

Julie Austinson, Clerk
Cb