

REGULAR BOARD MEETING MINUTES

Monday, November 10, 2014

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, Dan Johnson, 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/Athletic Director John Ostrowski, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Kim Hillberg, Tim Hruska, Andrea Lehnertz, Craig Martindale, and Brian Todd.

The Pledge of Allegiance was recited.

Approve the Amended Agenda

Chair Pagel advised of these additions to the agenda:

- 13 d2) Consider Boys' Hockey Cooperative
- 13 e2) Approve Additional 2014-2016 contracts

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

Visitors to Address the Board

There were no visitors to address the Board.

Board Minutes

A motion was made by Member Austinson, seconded by Member Hofschulte, and carried unanimously to approve the October 13, 2014 Regular Board Meeting Minutes.

Regular District Bills

With Member Andring abstaining, a motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to approve the Regular District Bills totaling \$136,524.22.

Special District Bills

A motion was made by Member Johnson, seconded by Member Peterson, and carried unanimously to approve the payment of the Special District Bills totaling \$163,846.48.

Treasurer's Report

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$11,930,309.79 and the October electronic transfers.

RECOGNITIONS

- The Cross Country team was the Section Champions and placed 11th at the state tournament. Annika Juenemann placed 4th at sections and 7 DE girls were in the top 28 at the section meet.
- Girls' Volleyball advanced to the subsection finals and beat #1 Seed Chatfield on the way.
- The Girls' Soccer team advanced to state where they lost to the eventual state champs. DE was the only team in the tournament to score on the state champs.
- Nine new students were inducted into the National Honor Society: Callie Burrichter, Ben Callahan, Izaak Juenemann, Monica Kreidermacher, Katie Lawler, Dalton Nelson, Madison Nelson, Nick Richards, and Kalli Schaefer.

CABINET COMMUNICATIONS

Elementary Principal – Dr. Jeanne Svobodny shared the following: 1) The K-2 students had a character education lyceum on November 4th called NED (**N**ever Give Up, **E**ncourage Others, **D**o Your Best); 2) CLIMB Theatre presented their anti-bullying lyceum to 3rd-5th graders, emphasizing how a bystander can stand up to a bully; 3) The November 7th inservice by Andrea Johnson from the Marzano Training Center focused on increasing vigor

and was well received by the elementary staff; 4) The elementary Veterans' program, led by Mrs. Kabes, was scheduled for the following afternoon.

High School Principal – Todd Rowekamp shared the following: 1) The 8th graders recently completed the Explorer Test and the 10th graders would take the PLAN test this week; 2) Not only will parents receive the first quarter grades, but also last spring's MCA and this fall's NWEA test results; 3) The staff had a brief session with HVED Special Education Director Nick Duchateau regarding restrictive procedures with special education students. The staff was also reminded of confidentiality in regard to special education records and IEP requirements; 4) Andrea Johnson was a very good presenter of the Marzano training to the high school teachers the afternoon of November 7; 5) Peer Helpers were currently receiving their annual training with Rob Kesselring at Ironwood Springs; 6) Mr. Rowekamp and Dan Vrieze joined Dr. Greg Olson and students at the Southeast Tech to learn about their technical programs. That same afternoon, he and Mr. Vrieze were guest speakers at a seminar for math education students at Winona State College.

District Feedback Forms

Supt. Klaehn advised the Board of the compliment received.

STUDENT BOARD MEMBER COMMUNICATION

Student Board Member Emmy Buntrock reported the High School Student Council activities: 1) Winter fundraisers may include reducing admissions for students who bring food items to a Sadie Hawkins Dance or a winter home sporting event; 2) The Council will be involving the community more in the Christmas Sharing Tree and Channel One contributions by offering a Sharing Tree on Wheels as well as advertising at major business and the *Dover-Eyota Eagle*.

REPORTS

Construction Updates

Supt. Klaehn advised that there had been a lot of conversation and staff meetings about the athletic field project. The primary goals were: to be within the financial resources available, be within the space constraints, and reflect equity for all programs.

Tim Hruska of WHKS and Athletic Director John Ostrowski talked about the athletic field project and the various options considered. Mr. Hruska advised that, once the layout is final, they will review the bidding options, including state opportunities.

NEW BUSINESS

2013-2014 Audit

Kim Hillberg of CliftonLarsonAllen reviewed the June 30, 2014 audit with the School Board. Some highlights:

- Overall, the audit results for the year were "very clean."
- The General Fund Balance went down from \$2,115,056 on June 30, 2013 to \$1,585,335 on June 30, 2014. Some of these reductions were planned, others were due to unforeseen developments.
 - the Unassigned Fund Balance went down from \$1,341,213 to \$1,009,897
 - the Unassigned Restricted Fund Balance went down from \$14,401 to \$0
 - the Operating Capital Fund Balance went down from \$265,358 to \$244,928
 - the Food Service Fund Balance went down from \$217,707 to \$195,635 (due to equipment purchase)
 - the Community Service Fund Balance went up from \$22,318 to \$31,487
 - the Health & Safety Fund Balance went down from \$818 to -\$17,414 (projects were completed before funding was received)
 - the Debt Service Fund Balance went down from \$290,562 to \$286,701
- The General Fund Revenue is obtained from these sources: 4.0% federal, 90.5% state, 2.4% local taxes, 3.1% other.
- The Weighted Average Daily Membership (WADMs) went from 1,302 to 1,265 (due to a decrease from the projected enrollment).

A complete audit is available by request from the District Office.

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to accept the 2013-2014 Audit.

REPORTS

First Reading of Revised Policies

The Board held their first reading of these revised policies:

515 – Protection & Privacy of Pupil Records

591 – Activities Program

610 – Field Trips

OLD BUSINESS

Second Reading and Approval of the Policies

Supt. Klaehn advised that these were two significant policies for our school district. The administration continually tries to meet the intent of the bullying prohibition law in regard. The Delinquent Accounts Policy will be a good tool for collecting overdue fees.

A motion was made by Member Johnson, seconded by Member Austinson, and carried unanimously to approve revisions to the 514 Bullying Prohibition Policy and approve the new 799 Delinquent Accounts Policy.

NEW BUSINESS

Resolution Canvassing Returns of Votes of School District General Election

A motion was made by Member Hofschulte, and seconded by Member Johnson to adopt the Resolution Canvassing Returns of Votes of the School District General Election (Attachment A). A roll call vote was taken with the following voting in favor: Andring, Nelson, Austinson, Pagel, Peterson, Johnson, and Hofschulte. Those voting against the same: none. The motion carried unanimously.

Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties

A motion was made by Member Andring, and seconded by Member Johnson to adopt the Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties (Attachment B). A roll call vote was taken with the following voting in favor: Andring, Nelson, Austinson, Pagel, Peterson, Johnson, and Hofschulte. Those voting against the same: none. The motion carried unanimously.

Start Time of December 8, 2014 School Board Meeting

A motion was made by Member Hofschulte, seconded by Member Johnson, and carried unanimously to change the December 8, 2014 School Board Meeting to 6:30 PM, directly following the School Property Tax Information Meeting.

Boys' Hockey Cooperative

Athletic Director John Ostrowski provided reasoning behind the request to dissolve the boys' hockey cooperative with Dodge County and start a boys' hockey cooperative with Lourdes. (This does not affect our current girls' hockey cooperative with Dodge County.)

A motion was made by Member Johnson, seconded by Member Hofschulte, and carried unanimously to dissolve the boys' hockey cooperative with Dodge County and approve a Boys' Hockey Cooperative with Lourdes of Rochester.

2014-2016 Labor Agreement with Local No. 320 Teamsters

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to table approval of the 2014-2016 Labor Agreement with Local No. 320 Teamsters due to the union's delay of ratification.

Additional 2014-2016 Contracts

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to approve the 2014-2016 contracts with the Groundskeeper, District Office Assistant, and Curriculum Director.

Leave of Absence Request

A motion was made by Member Peterson, seconded by Member Hofschulte, and carried unanimously to approve the revised leave of absence for ALLI KITTLESon to be from November 1, 2014 through February 12, 2015.

Resignation

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to accept the resignation of ERIN MCKAY as Instructional Assistant.

Consent – Approve Hires

A motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to approve hiring DIANE HELGERSON as PM Crossing Guard; NICOLE EINSMAN as Long-Term Substitute Footsteps Child Educator; TALON MERCER as 7th Grade Boys' Basketball Coach; JAYLEEN MEYERS as 9th Grade Girls' Basketball Coach; OLIVIA CARDELL as JV Dance Coach; ERIC AESCHLIMANN as 8th Grade Boys' Basketball Coach; RACHEL WEESS as Math Wizards Coach; KIMM OLSON, MELANIE KEEFE, and RACHEL LUBIN as Targeted Services Instructional Assistants; and BEVERLY SHARP as Long-Term Substitute English Instructor.

Consent - Accept Donations

A motion was made by Member Nelson, seconded by Member Peterson, and carried unanimously to accept the following donations: 1) DARE - \$300 from the HIAWATHA SNO-SEEKERS, \$100 from the EYOTA AMERICAN LEGION, \$10 from EYOTA VETERINARY CLINIC, \$25 from CHATFIELD LUMBER, \$50 from TS CONCRETE, and \$100 from EASTWOOD BANK; 2) Class of 2015 - \$75 donation from LORA ALLEN; 3) Elementary - \$1,200 to the K-5 Classroom Party Fund from PATT; 4) Girls' Soccer - \$200 from BRIAN HAK.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) Reminded the Board of the Minnesota School Board Association Leadership Conference January 15-16; 2) Reminded them of the School Property Tax Information Meeting, Mon., December 8 starting at 6:00 pm; 3) Advised that an agreement had been reached to allow students to, depending on the circumstances, consume food on an activity bus; 4) Several Veterans' Day programs were scheduled the following day and Mr. Klaehn expressed his pride in the leaders and staff involved in the events; 5) As the Calendar Committee reviews the tentative 2015-16 Calendar, they may ask for a 1-year, 1-day reduction in school days to accommodate hosting the Three Rivers Honor Band/Choir Competition; 6) As a representative of the Southeast Minnesota Legislative Forum, he will be presenting at the upcoming MREA Conference Presentation.

Board of Education Committee Reports & Communication

Andring – Mr. Andring congratulated the athletes for their success during the fall sports season. He also congratulated the other Board members who were re-elected (Ron Pagel and Todd Peterson) and elected (Andrea Lehnertz), and the National Honor Society inductees. He ended his report by requesting consideration of a Meet & Confer with teaching staff.

Nelson – Mrs. Nelson had attended Policy Committee meetings in the past month.

Austinson – Mrs. Austinson congratulated the fall sports teams and added, "The games were fun to watch and I had the opportunity of chaperoning one of the band pep buses for volleyball sections." She also attended recent Policy Committee meetings.

Peterson – Mr. Peterson congratulated the fall sports athletes and said, "They did a tremendous job and improved everywhere." He welcomed Andrea Lehnertz as a School Board Member starting in January.

Pagel – Mr. Pagel advised that the Hiawatha Valley Education District was entering into a strategic planning process with Diane Schwinghammer.

Johnson – Mr. Johnson congratulated his Board colleagues who were re-elected and congratulated Andrea Lehnertz. He said, "I am proud of this Board and the things we have been involved with. It is good to see a Board that functions well and keeps the benefit of the students and community first." Mr. Johnson expressed his pride in the fall athletic teams, and was apologetic that he could not attend the state cross country meet.

Hofschulte – Mrs. Hofschulte also attended Policy Committee meetings. She congratulated the fall sports participants and the National Honor Society inductees. She talked about the Southeast Service Cooperative's classroom technology focusing on Ipads, and discussions about a balanced calendar and the flexible learning year gaining momentum. The Early Learning Council is discussing public funding for most-at-risk families in regard to early childhood education. Member Hofschulte had attended the Community Education Committee meeting that evening and advised that the number of 4th grade football participants had decreased, and the number of dancers with Jill Magnuson had increased since last year. The deadline to sign up for the Sharing Tree is December 5th. Last year the event helped 25 local families.

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to adjourn the meeting at 9:25 PM.

Julie Austinson, Clerk
Cb

**RESOLUTION CANVASSING RETURNS
OF VOTES OF
SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 533, as follows:

1. It is hereby found, determined and declared that the general election of the voters of the district held on November 4, 2014, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, voters of the district voted at said election on the election of four school board members for four-year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

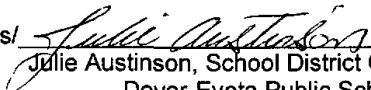
Andrea Lehnertz	<u>959</u>
Ron Pagel	<u>828</u>
Don Andring	<u>824</u>
Todd Peterson	<u>785</u>
Daniel A. Johnson	<u>697</u>
Write-In	<u>63</u>

3. Andrea Lehnertz, Ron Pagel, Don Andring, and Todd Peterson having received the highest number of votes, are elected to four-year terms beginning the first Monday in January 2015.

4. The school district clerk is hereby authorized to certify the results of the election to the county auditor of Olmsted County in which the school district is located in whole.

The Dover-Eyota Public School Board approved the above resolution by unanimous vote on Monday, November 10, 2014.

BY ORDER OF THE SCHOOL BOARD

Is/ 
Julie Austinson, School District Clerk
Dover-Eyota Public Schools
Independent School District No. 533
November 10, 2014

**RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES OF
ELECTION AND DIRECTING SCHOOL DISTRICT CLERK TO
PERFORM OTHER ELECTION RELATED DUTIES**

WHEREAS, the board has canvassed the election for school board members held on November 4, 2014.

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 533, as follows:

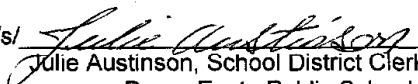
1. The chair and clerk are hereby authorized to execute certificates of election on behalf of the school board of Independent School District No. 533 to the following candidates:
Don Andring
Andrea Lehnertz
Ron Pagel
Todd Peterson

Who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of term on January 1 next following the election, based on the results of the canvass.

2. The certificates of election shall be in substantially the form attached hereto.
3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the school board is hereby directed to deliver the certificates to the persons entitled thereto personally or by certified mail.
4. The clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

The Dover-Eyota Public School Board approved the above resolution by unanimous vote on Monday, November 10, 2014.

BY ORDER OF THE SCHOOL BOARD

/s/ 
Julie Austinson, School District Clerk
Dover-Eyota Public Schools
Independent School District No. 533
November 10, 2014

CERTIFICATE OF ELECTION

(Full 4-Year Term)

This is to certify as follows:

1. The School Board of Independent School District No. 533 on November 10, 2014, canvassed the general election of school board members held on November 4, 2014.
2. _____ received the _____ largest number of votes cast for the office of school board member of Independent School District No. 533 for a full four-year term.
3. There are four, full four-year term vacancies on the board caused by expiration of term on the first Monday in January next following the election.
4. Therefore, _____ is elected to the office of school board member of Independent School District No. 533 for a full four-year term beginning the first Monday in January 2015 and expiring the first Monday in January 2019.

By authority of the School Board of Independent School District No. 533, pursuant to resolution dated November 10, 2014.

Dated: November 10, 2014

Ron Pagel, Chair

Julie Austinson, Clerk

ACCEPTANCE OF OFFICE AND OATH OF OFFICE

O: _____

The following acceptance and oath of office must be filed with the school district clerk within 30 days of the date of mailing of personal service of the certificate of election.

ACCEPTANCE OF OFFICE

I hereby accept the office of school board member of Independent School District No. 533 for a term beginning the first Monday in January 2015, and expiring the first Monday in January 2019.

Date _____ Signature _____

STATE OF MINNESOTA)
COUNTY OF OLMSTED)

The foregoing instrument was acknowledged before me this _____ day of _____, 2014.

Notary Public signature _____

Notary Public stamp