

# REGULAR BOARD MEETING MINUTES

Thursday, August 14, 2014

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:03 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Linda Nelson, Ron Pagel, Todd Peterson, Molly Hofschulte (left approximately 8 PM), and Superintendent Bruce Klaehn. Absent: Dan Johnson. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Administrative Assistant Chris Berg, Cheryl Adkins, Bert Haglund, Monica Kreidermacher, Jon Neubauer, Von Petersen, Joseph Riess, Jennifer Ryg, Jolene Santema, Steven Tauer, Nikita Welder, and Doug Zars.

The Pledge of Allegiance was recited.

## Approve the Agenda

Chair Pagel advised of these additions to the agenda:

Revise Capital Expenditure Budget

Senior Class Fundraiser Request

Resignation of Lisa Reps as Instructional Assistant

Hire Harold Anderson as Bus and LRP Route Driver and David Otomo as 8<sup>th</sup> Grade Football Coach

Hire Instructional Assistants SHYANN ELLIOTT, ERIN MCKAY, ANN MARIE HERMAN and TAMMY STELLPFLUG.

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

## Visitors to Address the Board

There were no visitors to address the Board.

Principal Todd Rowekamp introduced his new teachers: Nikita Welder - Vocal Music instructor 8<sup>th</sup> Gr VB Coach, Steven Tauer – 7<sup>th</sup> & 9<sup>th</sup> Grade Social Studies Instructor and 7<sup>th</sup> Grade Football Coach, and Cheryl Adkins – Spanish Instructor.

## Board Minutes

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to approve the July 14, 2014 Regular Board Meeting Minutes.

## Regular District Bills

With Member Andring abstaining, a motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the Regular District Bills totaling \$102,937.10.

## Special District Bills

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to approve the payment of the Special District Bills totaling \$110,793.08.

## 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 \$2,676,519.41 and the July electronic transfers.

## **RECOGNITIONS**

Peggy Swenson was named the Eyota Citizen of the Year.

## **CABINET COMMUNICATIONS**

High School Principal – Todd Rowekamp shared the following: 1) He has been involved in a whirlwind of hiring staff. Para interviews would be held the following day and again the following week; 2) This month he attended Marzano training and SEMLAC training; 3) Mr. Rowekamp looked forward to sharing the senior exit survey results with staff in upcoming months.

Elementary Principal – Dr. Jeanne Svobodny shared the following: 1) Mr. Doug Zars had been interning with her this summer and would be finishing up his principal license requirements. He was a tremendous help with handbooks, analyzing achievement data, and assisting with summer school including handling discipline issues; 2) She attended literacy training with 20 elementary teachers. The two-day Marzano training was a very thorough teacher model emphasizing what the teacher needs to do to stimulate learning. The teachers will obtain Marzano training throughout the school year, including perhaps the use of a 1-hour late start; 3) In preparation for the building construction, she and several staff members toured three preschool facilities and one special education facility to obtain ideas and a wider perspective.

#### District Feedback Forms

One compliment was received.

### **REPORTS**

#### Construction Updates

Jon Neubauer of TSP advised that he had resigned from the firm and introduced Von Petersen, Bert Haglund and Jolene Santema who would be working with the school district's construction project.

Mr. Peterson and Ms. Haglund shared construction concepts that were developed after discussions with our preschool and special education staff, and visits to a preschool program at the University of Minnesota and the early childhood program in New Ulm.

The TSP representatives and the Board held an extensive discussion about various options in the concepts presented.

#### First Reading of Policy Revisions

The School Board reviewed recommended changes to the following policies:

- 104 – School District Mission Statement
- 414 – Mandated Reporting of Child Neglect
- 508 – Extended School Year for Certain Students
- 601 – District Curriculum & Instruction
- 705 – Investments

### **OLD BUSINESS**

#### Second Reading and Approval of Policy Revisions

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

- 201 – Legal Status of the School Board
- 406 – Public & Private Personnel Data
- 618 – Assessment of Standard Achievement
- 903 – Visitors to School District Buildings and Sites

#### Resolution Rescinding Prior Resolution That Converted Voter Approved Referendum Authority to a Board Approved Referendum Authority and Authorized a New Board Approved Referendum Authority

A motion was made by Member Andring, and seconded by Member Peterson to adopt the Resolution Rescinding Prior Resolution That Converted Voter Approved Referendum Authority to a Board Approved Referendum Authority and Authorized a New Board Approved Referendum Authority (Attachment A).

Supt. Klaehn felt that this "equalizer" was just "jumping through hoops" in order to follow the new legislation and to get the correct paperwork in place.

A roll call vote was taken with the following voting in favor: Andring, Nelson, Austinson, Peterson, Pagel, and Hofschulte. Voting against the same: none. The motion carried unanimously.

#### Resolution Authorizing a New Board Approved Referendum Authority

A motion was made by Member Hofschulte, and seconded by Member Andring to adopt the Resolution Authorizing a New Board Approved Referendum Authority (Attachment B).

A roll call vote was taken with the following voting in favor: Andring, Nelson, Austinson, Peterson, Pagel, and Hofschulte. Voting against the same: none. The motion carried unanimously.

### Revised Capital Expenditure Budget

Supt. Klaehn advised that there was an additional capital outlay budget expenditure of \$8,500 to consider if the district proceeded with the purchase of an electronic sign for the elementary building. The sign could easily be moved after the new construction was complete. Mr. Klaehn also advised that PATT has offered a donation of \$7,000 toward the cost of the sign. The Board consensus was to add the item to the revised fall budget.

## **NEW BUSINESS**

### Senior Class Fundraiser Request

Senior Class Advisor Jennifer Ryg and seniors Monica Kreidermacher and Joseph Riess came before the Board to explain details of their Potty Party fundraiser request.

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to approve the Class of 2015 fundraiser.

### Adopt the Resolution Relating to the Election of School Board Members and Calling the School District General Election

A motion was made by Member Austinson and seconded by Member Nelson to adopt the Resolution Relating to the Election of School Board Members and Calling the School District General Election (Attachment C).

A roll call vote was taken with the following voting in favor: Andring, Nelson, Austinson, Peterson, Pagel, and Hofschulte. Voting against the same: none. The motion carried unanimously.

### Approve the 2014-2016 Dover-Eyota Principals' Association Contract

Negotiations Team Member Todd Peterson felt that the principals' contract was "fair and decent." Supt. Klaehn explained the addition of a stipend for any principal who supervises a summer program.

A motion was made by Member Peterson, seconded by Member Andring, and carried unanimously to approve the 2014-2016 Dover-Eyota Principals' Association Contract.

### Approve the 2014-16 Cabinet and District Office Contracts

Supt. Klaehn had reviewed the contract recommendations with Chair Pagel, reviewed market salaries, and recommended the Board approve the Cabinet and District Office contracts.

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to approve the 2014-16 Cabinet and District Office Contracts.

### Leave of Absence Request

Supt. Klaehn explained that Mr. Paul Jobe had requested a leave of absence as he had accepted a work experience position in Rochester that is tied to his pursuit of a counselor's degree. Mr. Jobe had stated that should the Board deny the request, he would then submit his resignation. Mr. Klaehn said that Mr. Jobe has done a great job and supports his goals, however, granting such a leave would create issues for the school district. The Board discussed leave of absence guidelines. Several Board members understood Mr. Jobe's request for a leave of absence; however, because there was no certainty he would return after the year leave, they felt it was in the district's best interest to deny the leave request.

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to deny the leave of absence request for the 2014-15 school year and accept the resignation of PAUL JOBE.

### Consent – Accept Resignations

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to accept the resignations of JORDAN AUG as 8<sup>th</sup> Grade Baseball Coach, AMBER HENRY as Instructional Assistant, and LISA REPS as Instructional Assistant.

### Consent – Approve Hires

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to approve hiring CHERYL ADKINS as full-time Spanish Instructor, PAULA GRIFFIN as full-time Math Instructor, SARAH MARTINAK as High School Media Center Instructional Assistant, HAROLD ANDERSON as Bus and LRP Route Driver, DAVID OTOMO as 8<sup>th</sup> Grade Football Coach, and Instructional Assistants SHYANN ELLIOTT, ERIN MCKAY, ANN MARIE HERMAN and TAMMY STELLPFLUG.

### Accept Donation

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to accept the \$300 donation from TS Concrete (Tony & Charlene Schwartz) to the Boys' Basketball Team.

## **HEARING OF REPORTS**

**Superintendent's Report & Communication** -- Supt. Klaehn relayed the following: 1) The World's Best Work Force (WBWF) Committee will meet on August 21 to work on their plan; 2) Regarding the west property line issue of encroachment by some of the district's neighbors, several residents declined to sign the agreement. Our attorney is in the process of addressing their concerns; 3) Mr. Klaehn would be sending out the Superintendent and Board evaluations to the Board members; 4) There would be a mandatory increase in adult meal prices: Lunch from \$3.25 to \$3.40 and breakfast from \$1.60 to \$1.65. He will adjust the Board Assumptions to reflect this change; 5) A state law has gone into effect wherein a student who qualifies for reduced lunch will now receive it free of charge. The "reduced" category was not eliminated and will still be used for some calculations. Mr. Klaehn expressed his concern said that these funds were considered additional "educational funds," when, in fact, they support the parent, not the school district; 6) Supt. Klaehn talked to the Board about their philosophy of supporting youth sports and how it relates to facility use.

### **Board of Education Committee Reports & Communication**

**Andring** – Member Andring was involved in the principal negotiations. He noted that Eric Aeschlimann had put a lot of time and effort in the kids' obstacle course held during Eyota Days. Mr. Andring also noted assistance from the community to make the event possible.

**Nelson** – Mrs. Nelson stated, "I am excited to meet the new staff and I know they will enjoy Dover-Eyota."

**Austinson** – Reminded everyone that the employee welcome back breakfast would be held on Mon., August 25. Mrs. Austinson indicated that the Policy Committee had recently met and that she would be attending a WBWF meeting the following week.

**Peterson** – Mr. Peterson indicated that the Negotiations Team had settled with the principals and that the team would begin negotiations with the Teamsters. He talked about a website that he had forwarded to the principals regarding synthetic drugs.

**Pagel** – The Hiawatha Valley Education District (HVED) continues to work on locations for their alternative school. There has been a lot of new staff hired by HVED and some reorganization has taken place. The HVED has been notified by Lake City that they will withdraw from the district to join the Goodhue Education District. Mr. Pagel also noted that there had been communications indicating that Goodhue was interested in the joining the HVED.

## **CLOSED SESSION – NEGOTIATIONS STRATEGY**

At 9:19 PM, a motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to begin a closed session.

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to end the closed session at 9:44 PM.

## **ADJOURNMENT**

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to adjourn the meeting at 9:45 PM.

Julie Austinson, Clerk  
Cb

**RESOLUTION RESCINDING PRIOR RESOLUTION THAT  
CONVERTED VOTER APPROVED REFERENDUM AUTHORITY  
TO A BOARD APPROVED REFERENDUM AUTHORITY  
AND AUTHORIZED A NEW BOARD APPROVED REFERENDUM AUTHORITY**

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

1. On August 12, 2013 the Board adopted a resolution to convert (a portion/all) of its voter approved referendum authority to a Board approved referendum authority.
  - 1a. In that 2013 resolution, the Board also determined to authorize an additional Board approved referendum authority which equaled the difference between \$300 per adjusted pupil unit and the District's then current referendum authority per adjusted pupil unit after the Location Equity Revenue subtraction.
2. The 2013 resolution referenced above is hereby rescinded, effective for taxes payable in 2015 and thereafter.
3. The clerk is authorized and directed to submit a copy of this adopted resolution to the Minnesota Department of Education as soon as reasonably practicable after its adoption.

**RESOLUTION AUTHORIZING A NEW  
BOARD APPROVED REFERENDUM AUTHORITY**

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

4. Current Authority. The District has either no current voter approved referendum authority or a current voter approved referendum authority of less than \$300 per adjusted pupil unit after the local optional revenue subtraction for fiscal year 2016, and after preliminary adjustment by the Minnesota Department of Education in compliance with Minnesota Statutes, Section 126C.17, as amended.

5. Approval of New Authority. Pursuant to Minnesota Statutes, Section 126C.17, subdivision 9a, the Board hereby determines to authorize a new Board approved referendum authority in the amount of \$300 per adjusted pupil unit. This new Board approved referendum authority shall be further adjusted based on final pupil unit data. It is the intention of the Board to create the maximum authority for which it is eligible, not to exceed \$300 per adjusted pupil unit. This new Board approved referendum authority, as adjusted, shall be applicable for five years, beginning with taxes payable in 2015. The Board may subsequently reauthorize the Board approved referendum authority in increments of up to five years.

6. The clerk is authorized and directed to submit a copy of the adopted resolution to the Minnesota Department of Education as soon as reasonably practicable after its adoption, but in no event later than September 30, 2014.

**RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS  
AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION**

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

1. It is necessary for the school district to hold its general election for the purpose of electing four (4) school board members for terms of four (4) years each.

The clerk shall include on the ballot the names of the individuals who file affidavits of candidacy on said general election during the period established for filing such affidavits, as though they had been included by name in this resolution.

The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. Even Year: The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 4th day of November, 2014.

3. Even Year: Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause two sample ballots to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on election day.

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and

directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.


6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

SCHOOL DISTRICT BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 533  
DOVER-EYOTA PUBLIC SCHOOLS  
GENERAL ELECTION  
NOVEMBER 4, 2014

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INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s), like this: 

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SCHOOL BOARD MEMBER  
VOTE FOR UP TO FOUR\*

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- Don Andring
  - Daniel A. Johnson
  - Andrea Lehnertz
  - Ron Pagel
  - Todd Peterson
  - \_\_\_\_\_  
write-in, if any
  - \_\_\_\_\_  
write-in, if any
  - \_\_\_\_\_  
write-in, if any
  - \_\_\_\_\_  
write-in, if any
- 

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

7. The name of each candidate for office at this election shall be rotated with the names of the other

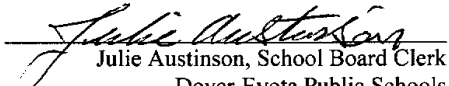


candidates for the same office in the manner specified in Minnesota law.

8. If the school district will be contracting to print the ballots for this election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

9. Even Year: The individuals designated as judges for the state general election shall act as election judges for this election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the school board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

10. The School District clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, and received on or after May 17, 2014, available on the school district's website. The clerk must post the report on the school district's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

  
Julie Austinson, School Board Clerk  
Dover-Eyota Public Schools  
August 14, 2014