

REGULAR BOARD MEETING MINUTES

Monday, June 9, 2014

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7 PM in the Dover-Eyota High School Media Center. Board members present: Julie Austinson, Dan Johnson, Linda Nelson, Ron Pagel, Todd Peterson, Molly Hofschulte, and Superintendent Bruce Klaehn. Absent: Don Andring. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Curriculum Director Jane Johnson, Activities Director/Asst. Principal John Ostrowski, Administrative Assistant Chris Berg, Transportation Director Dustin Pagel, Brian Todd, and Doug Zars.

The Pledge of Allegiance was recited.

Approve the Agenda

Chair Pagel advised of these additions to the agenda:

Amendments: Add to 12g6 - NIKITA WELDER as 8th Grade Volleyball Coach
NICOLE THORESON as Elementary Special Education Instructional Assistant
HEIDI CUMMINGS-RICHTER as HS/MS Lead Secretary
BENJAMIN MOHS as Behavior Interventionist

Add 12i – Custodial Recommendations

A motion was made by Member Hofschulte, 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 Peterson, and carried unanimously to approve the May 12, 2014 Regular Board Meeting Minutes.

Regular District Bills

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the Regular District Bills totaling \$52,363.63.

Special District Bills

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to approve the payment of the Special District Bills totaling \$91,992.35.

Treasurer's Report

The Treasurer's Report was tabled until the Special Board Meeting on Thu., June 12, 2014.

RECOGNITIONS

Emmy Buntrock was a state entry for track in the 3200 meter race and placed 12th out of 16.
Sharon Michelfelder was chosen as the DE Teacher of the Year.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp relayed the following: 1) The year closed smoothly with no major issues; 2) This summer, he will be prioritizing capital outlay requests that he collected from staff; 3) This week, he will attend the Hiawatha Valley Education District's Principals' Retreat in Red Wing; 4) The High School Site Council and Instructional Leadership Team will meet this summer. As part of the Strategic Plan, they will work on accountability, review the current structures, and look for even better use of PLC time; 5) Mr. Rowekamp congratulated Sharon Michelfelder for being named the DE Teacher of the Year and added, "It couldn't have been a nicer person selected;" 6) As part of the goal to make advisory time more valuable, Ryan Anderson will fill a middle school advisory position starting this fall. He will develop and provide to teachers curriculum and structured lessons for advisory time.

Elementary Principal – Dr. Jeanne Svobodny shared the following: 1) There were a lot of fun activities at the end of the school year; 2) Doug Zars is finishing his K-12 principal's license and will be working with her this summer in a principal internship role. He will also organize and supervise the elementary summer school program; 3) Mrs. Svobodny extended a thank you to Bob Browne who is retiring after 33 years at Dover-Eyota. She described Mr. Browne as a reserved, quiet, solid man with a funny, dry wit who worked very hard in his classroom and was a wonderful role model for his students; 4) She also thanked Bobbie Waters, our Behavior Interventionist who is leaving. She came to our district right out of college and built an awesome, well-respected program; 5) Dr. Svobodny presented the revised elementary end-of-the-day dismissal procedures that were recently developed by a task force.

District Feedback Forms

No feedback forms were received.

REPORTS

Construction Updates

Supt. Klaehn shared these construction updates:

- staff input meetings were held
- contracts/agreements were legally reviewed and signed
- a bond rating conference call was held June 3rd (The district was rated AA-.)
- the bond sale will be held Thu., June 12th with a Special Board Meeting at 7 PM for approval of the lowest bid
- the architect and engineer hope to return in mid-June with the first draft plans of projects

Bus Inspection

Transportation Director Dustin Pagel came before the Board to relay that the DOT inspector gave the Dover-Eyota bus fleet a perfect score on the inspection held earlier in the day. The Board gave Dustin a round of applause for his efforts.

OLD BUSINESS

Second Reading and Approval of the 2014-16 Strategic Plan

Supt. Klaehn had shared the Strategic Plan with the teaching staff on their last day and received good feedback. He reviewed the Plan with the Board and pointed out a few minor changes from the first reading.

A motion was made by Member Hofschulte, seconded by Member Johnson, and carried unanimously to approve the 2014-16 Strategic Plan (Attachment A).

Shared Sports – Possible Financial Support

Supt. Klaehn said that a couple of parents came before the Board in May asking for financial assistance with their children's coop fees for soccer.

Activity Director John Ostrowski gave examples of fees parents pay: boys' soccer with Plainview/Elgin/Millville - \$280 (grades 7-8) and \$315 (grades 9-12); girls' hockey with Dodge County - \$832; and gymnastics with Rochester - \$535. He relayed that our district pays \$90 per sport (including cooperatives) to the Minnesota State High School League

Supt. Klaehn reminded the Board that these cooperatives were started with the understanding that our district could not offer these sports; however, if a parent wanted their child to participate, we would enter into an arrangement with another school district and the parents would pay all fees/costs.

The Board discussed the pros and cons of financially assisting sports cooperatives. No action was taken.

NEW BUSINESS

Possible Change to the 2014-15 School Calendar

Supt. Klaehn said that a large amount of construction work needs to be done at the elementary during the Summer of 2015 and the first question asked by the construction manager and architect was whether additional days could be provided for project work. The proposal before the Board was for the last elementary attendance day to be May 22, 2015 (a loss of 8 days). It is possible that some of the "fun" activities at the end of the school year will not be held to accommodate more time for educational activities. Mr. Klaehn advised that the reduced

number of days was well within the number of educational minutes for state requirements. Generally, most of the staff agreed that it is the least affecting approach.

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to adjust the 2014-15 Calendar by making May 22, 2015 the last attendance day for elementary students. (Attachment B).

Possible Change to the August School Board Meeting

Supt. Klaehn explained that the filing dates for school board candidates is July 29 through August 12, with August 14th being the last day a candidate could withdraw. Therefore, the Board needs to meet sometime between 5 PM on August 14th through August 22nd in order to adopt a resolution calling the election. After a brief discussion, the Board tabled this decision until the Special Board Meeting on Thu., June 12th.

Let Bids for Dairy / Bakery / Fuel Products and Snow Removal

Supt. Klaehn said that he will be working with Transportation Dustin Pagel to adjust the fuel bid in order to get rack pricing correct and to make certain the district is comparing "apples to apples." In regard to the snow removal bid process, Mr. Klaehn talked about the difficulty Mr. Pagel had in sanding the parking lots in a timely manner due to other duties he must perform on snowy days. He added that the district's sanding equipment will soon need replacing. The Board consensus was to include a sanding option in the snow removal bidding process. Member Peterson asked for an estimate of what the district has spent on sand over the past several years and that information will be brought to a future meeting.

A motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to let bids for dairy products, bakery products, fuel products, and snow removal for the 2014-15 school year.

Fundraiser Requests

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to approve the Footsteps annual Candle Sales and Book Fair fundraisers.

Consent – Accept Retirements

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to accept the resignations of DICK GROSKI and DAVE EHLENFELDT as Bus Drivers.

Consent – Accept Resignations

A motion was made by Member Johnson, seconded by Member Nelson, and carried unanimously to accept the following resignations: 1) MIKKI TUMA as Speech Therapist; 2) DAVID OTOMO as C Football Coach; 3) CHRIS WALLACE as 8th Grade Football Coach; 4) JODY KATH as MS/HS Lead Secretary; 5) BEV SHARP as HS Media Center Instructional Assistant.

Consent – Approve Hires

A motion was made by Member Hofschulte, seconded by Member Johnson, and carried unanimously to approve hiring the following individuals: 1) REBECCA COLLINS as long-term Substitute Special Education Instructor; 2) ARLENE PEREZ as Cook's Helper; 3) JOE ELLRINGER, MEGAN OSTROWSKI and KYLE DUBBELS as Summer Student Custodial Workers; 4) REBECCA KLEIN as part-time Spanish Instructor; 5) J.B. MATHISON as 6th Grade Instructor; 6) NIKITA WELDER as Vocal Music Instructor and 8th Grade Volleyball Coach; 7) NICOLE THORESON as Elementary Special Education Instructional Assistant; 8) HEIDI CUMMINGS-RICHTER as MS/HS Lead Secretary; 9) BENJAMIN MOHS as Behavior Interventionist.

Accept Donation

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to accept the donation of \$50 from JUDY SCRIPTURE to the DAPE Program.

Custodial Recommendations

Supt. Klaehn advised that, during Gary Franzen's absence, Linda Oesau willingly and with no hesitation stepped up to fill the position. He recommended that Mrs. Oesau be given a fiscal year-end bonus (through June 30, 2014) to compensate for these additional responsibilities.

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to grant a fiscal year-end bonus to Linda Oesau.

Supt. Klaehn also advised that, because of Gary Franzen's continual absence, he recommended that Arlene Perez be hired as a summer custodian.

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to hire Arlene Perez as a summer custodian.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) Reminded the Board of the special meeting for the bond sale on Thu., June 12th at 7 PM; 2) Board members wishing to participate in the Gopher Count Parade should meet at the bus garage on Thu., June 19th at 9:15 AM; 3) Mr. Klaehn will be on vacation June 23-27; 4) A DMC presentation will be held in the DEHS Auditorium on Tue., July 1st at 7 PM. Mr. Klaehn and Eyota Mayor Tyrel Clark will meet and provide more information to the public; 5) The high school/middle school handbook changes will be provided at the June 12th special meeting and the elementary handbook changes will be provided prior to the July 14th regular meeting. The Board will be asked to approve the handbooks at their July meeting; 6) Mr. Klaehn talked about the Employee Recognition Breakfast and program held Fri., June 6th and the fact that the district has so many employees with longevity; 7) Legislative changes included a \$25 per pupil increase in the formula which means an additional \$30,000 per year; an allotment of \$302 per teacher in 2014-15 for training; open enrollment eligibility must now be done by lottery with siblings getting priority; and, all students on the reduced meal price will now get free meals. Mr. Klaehn noted that, although the meal change will be touted as an additional \$3.5 million in educational funds, it really is money to parents, not to the districts.

Board of Education Committee Reports & Communication

Nelson – Mrs. Nelson said it was a “great” graduation ceremony and that she was proud to be a part of it. She also congratulated the retirees Dick Groski and Dave Ehlenfeldt.

Austinson – She attended the Employee Recognition Breakfast and program and called it a “wonderful event – from the food, which is always amazing, to the positive atmosphere and the longevity of our employees.” Member Austinson was looking forward to the DMC presentation to see what it means for the school district.

Peterson – The Dollars for Scholars meeting went well and the group will continue running concession stands to raise funds. Mr. Peterson offered his congratulations to the graduates.

Johnson – A recent Assessment Committee meeting was “interesting and informative.” Mr. Johnson talked about the impact technology is having on assessments and said, “It is important to realize that, when we try to ‘get by,’ we hurt ourselves.” He ended his report by talking of a funding initiative for school-wide free lunches under the condition the school district meets certain requirements.

Hofschulte – The Early Learning Council meets next week with school readiness a huge topic. Mrs. Hofschulte advised that the marching band attended Luther Band Camp on Fri., June 6th and would be attending the Lake Crystal Battle of the Bands.

Pagel – The Hiawatha Valley Education District hired a new director for the north cluster and filled a data management position. Mr. Pagel spent the last day of school with the elementary students at their luau. He also attended the recognition breakfast and talked about Mr. Bob Browne receiving a guide from his students of activities he could do during his retirement. Member Pagel ended his report by stating that the district would need to do research to find the best way of filling our bus driver needs.

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to adjourn the meeting at 8:56 PM.

Julie Austinson, Clerk
cb

For Board Approval 6/9/14

Dover-Eyota Public Schools 2014-2016 Strategic Plan

“The Dover-Eyota School system, in partnership with its community, will foster a safe, caring and respectful environment to develop well-rounded, high achieving citizens who demonstrate character and integrity in an ever-changing world.”




<p>AIM 1: <u>High Student Achievement for Lifelong Learning and Career Success</u></p> <p>GOAL 1 Students will meet / exceed proficiency levels in reading, writing, mathematics and science.</p> <hr/> <p>GOAL 2 All staff will value and promote creativity, critical thinking, collaboration and communication as critical aspects of teaching and learning.</p> <hr/> <p>GOAL 3 Students will master identified essential skills in a comprehensive, diverse and increasingly relevant curriculum.</p>	<p>KEY INITIATIVES:</p> <ul style="list-style-type: none"> • ES – Literacy: Best Practices Implementation • MS – New Literacy Specialist position • HS – English Language Arts Common Core Standards in Content Areas <hr/> <ul style="list-style-type: none"> • Explore & Study: Rubrics • Best Practices Assessment <hr/> <ul style="list-style-type: none"> • Establish online repository of curriculum documents • Expand/Enhance Intervention Strategies 	<p>MEASUREMENT TOOLS:</p> <p>MCA's</p> <p>EXPLORE</p> <p>PLAN</p> <p>ACT</p> <p>NWEA / MAP</p> <p>LifeTrack graduate surveys</p> <p>Local Assessments</p> <p>STAR</p> <p>EdLeader21 tools (?)</p> <p>Annual Report Analysis</p>
<p>AIM 2: <u>Safe, Secure and Welcoming Environment</u></p> <p>GOAL 4 Students will demonstrate respectful and appropriate behavior toward other students, staff and adults in the school community.</p> <hr/> <p>GOAL 5 The district will provide facilities and procedures to promote safe and secure schools.</p>	<p>KEY INITIATIVES:</p> <ul style="list-style-type: none"> • Implementation of State bullying law • New Middle School Advisory Curriculum <hr/> <ul style="list-style-type: none"> • Study and update Crisis Plan procedures to reflect current research and information • Design new elem. addition with professional and community safety considerations 	<p>MEASUREMENT TOOLS:</p> <p>District Surveys</p> <p>Oiwews bullying survey</p> <p>Minnesota Student survey</p> <p>Data per new bullying law</p> <p>Comparison of Crisis Plan / procedures / facilities</p>

<p>GOAL 6 Parents and community members will be included as valued and active educational partners.</p>	<ul style="list-style-type: none"> • Expand community / parent participation on district advisory committees • Continue practices of communication used in referendum initiative 	<p>Comparison of Committee memberships Annual Report Analysis</p>
<p>AIM 3: <u>Efficient and Effective Operations</u></p> <p>GOAL 7 The district will ensure the effective use of technology as a teaching, learning, and communication tool.</p> <hr/> <p>GOAL 8 All departments will apply a philosophy of continuous improvement to ensure a highly qualified workforce focused on an increasingly relevant school system.</p> <hr/> <p>GOAL 9 The district will effectively use its financial resources to maximize opportunities for students.</p>	<p>KEY INITIATIVES:</p> <ul style="list-style-type: none"> • Enhance instructional technology integration • Improve staff online presence and participation • Implementation of iObservation program <hr/> <ul style="list-style-type: none"> • Further development of accountability practices for PLC's • Enhance Action Plan process <hr/> <ul style="list-style-type: none"> • Pursue opportunities for efficiency as a result of referendum changes • Examine levy authority for educational and taxpayer efficiency. 	<p>MEASUREMENT TOOLS:</p> <p>Teacher Eval Plan outcomes Staff, student, and parent surveys LifeTrack graduate surveys PLC Documentation by staff Annual Report Analysis Annual Audit – specific program comparisons Staff Development Plan / Report Annual final levy approval of programming levels</p>

Board revised June 9, 2014 with shortened calendar for elementary students

• Student contact days: 174
 P/T conference days (24 hours)
 • Inservice days: 4
 • Clerical days: 4 + 2 EO
 Q1 = 44
 Q2 = 43
 Q3 = 45
 Q4 = 42


Dover-Eyota Public Schools
 2014 - 2015 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) CEO = Common Early Out
 LS = 1-Hr Late Start
 * = Potential Snow
 Makeup Days
 = vacation or holiday
 = buildings closed
 = buildings closed & no student activities

AUGUST 2014

				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
W/I	W/I	W/I		

SEPTEMBER 2014

 Labor Day Buildings Closed	2 First Student Day	3	4	5
8	9	10 LS	11	12
15	16	17 LS	18	19
22	23	24 LS	25	26
29	30			

OCTOBER 2014

		1 LS	2	3
6	7	8 LS	9	10
13 Columbus Day	14	15 NS	16 Teacher Convention	17
PM Conferences	20 NS CI	21	22 LS	23
24	27	28	29 LS	30
				31

NOVEMBER 2014

3	4	5	6 End 1st Quarter	7 NS W/I
10	11 Veteran's Day	12 LS	13	14
17	18	19 LS	20	21
24	25	26 NS	27 NS Buildings closed Thanksgiving	28 NS Buildings closed

DECEMBER 2014

1	2	3 LS	4	5
8	9	10 LS	11	12
15	16	17 LS	18	19
22	23	24 NS Buildings closed	25 NS Buildings closed	26 NS
29	30	31		
NS	NS	NS		

JANUARY 2015

			1 NS Buildings closed	2 NS
5 School Resumes	6	7 LS	8	9
12	13	14 LS	15	16
19	20	21 LS	22 EO/W	23 NS W
26	27	28 LS	29	30

FEBRUARY 2015

2	3	4 LS	5	6
9 PM: K-5 Conf	10 PM: K-12 Conf	11	12	13 NS
16 Presidential Day	17	18 LS	19	20
23	24	25 LS	26	27

MARCH 2015

2	3	4 LS	5	6
9 PM: K-12 Conf	10 Township Elections (no activities from 5-8pm)	11	12	13 NS
16	17	18 LS	19	20
23	24	25 LS	26	27
30	31 End 3rd Quarter			

APRIL 2015

		1 NS W/I	2 NS	3 NS Good Friday
6 NS	7 School Resumes	8 LS	9	10
13	14	15 LS	16	17
20	21	22 LS	23	24
27	28	29 LS	30	

MAY 2015

				1
4	5	6 LS	7	8
11	12	13 LS	14	15
18	19	20 LS	21	22
 Memorial Day	26	27 LS	28 Last day for seniors	29

JUNE 2015

1	2	3	4 EO/W End 4th Quarter	5 W/I
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

JULY 2015

		1	2	3  Buildings closed
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

Last day for EL students