

ORGANIZATIONAL BOARD MEETING MINUTES

Monday, January 13, 2014

Chair Pagel called the organizational meeting of the Dover-Eyota Board of Education, District #533, to order at 6:35 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Dan Johnson, Linda Nelson, Ron Pagel, Todd Peterson, Molly Rieke-Hofschulte, and Superintendent Bruce Klaehn. Absent: none. Also in attendance were Chris Berg and Gary Betcher.

Approval of Agenda

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

Election of Officers for the Calendar Year 2014

Mr. Pagel called for nominations for the position of Board **Chair**. Member Peterson nominated Ron Pagel. Member Hofschulte nominated Todd Peterson. Mr. Pagel called for nominations three more times, and hearing none, asked for a vote on Ron Pagel as Chair. A roll call vote was taken with the following voting in favor: Andring, Nelson, Austinson, Pagel, and Johnson. A roll call vote was taken with the following voting in favor of Todd Peterson as Chair: Peterson and Hofschulte. Ron Pagel was named Chair.

Chair Pagel called for nominations for the position of **Vice Chair**. Member Johnson nominated Molly Hofschulte. Member Peterson nominated Don Andring. Chair Pagel called for nominations three more times and, hearing none, called for a vote for Molly Hofschulte as Vice Chair. A roll call vote was taken with the following voting in favor: Hofschulte and Johnson. A roll call vote was taken with the following voting in favor of Don Andring as Vice Chair: Andring, Nelson, Austinson, Pagel, and Peterson. Don Andring was named Vice Chair.

Chair Pagel called for nominations for the position of **Clerk**. Member Johnson nominated Julie Austinson. Chair Pagel called for nominations three more times and, hearing none, called for a unanimous ballot. A motion was made by Andring and seconded by Peterson. A roll call vote was taken with the following voting in favor of Julie Austinson as Clerk: Andring, Nelson, Austinson, Pagel, Peterson, Johnson, and Hofschulte. Those voting against the same: none. The motion carried unanimously.

Chair Pagel called for nominations for the position of **Treasurer**. Member Andring nominated Todd Peterson. Chair Pagel called for nominations three more times and, hearing none, called for a unanimous ballot. A motion was made by Andring and seconded by Austinson. A roll call vote was taken with the following voting in favor of Todd Peterson as Treasurer: Andring, Nelson, Austinson, Pagel, Peterson, Johnson, and Hofschulte. Those voting against the same: none. The motion carried unanimously.

Consent – Set Board Meeting Dates

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

Regular Board Meeting Dates through January 2015 as follows with a starting time of 7:00 PM in the Dover-Eyota High School Media Center:

February 10, 2014	July 14, 2014	December 8, 2014
March 10, 2014	August 11, 2014	January 12, 2015 to include an
April 14, 2014	September 8, 2014	organizational meeting ½ hour prior
May 12, 2014	October 13, 2014	
June 9, 2014	November 10, 2014	

Regular Board Meetings through January 2016 as follows with a starting time of 7:00 PM in the Dover-Eyota High School Media Center:

February 9, 2015	July 13, 2015	December 14, 2015
March 9, 2015	August 10, 2015	January 11, 2016 to include an
April 13, 2015	September 14, 2015	organizational meeting ½ hour prior
May 11, 2015	October 12, 2015	
June 8, 2015	November 9, 2015	

School Levy Information Meeting for 2014 was set to be held 1 hour prior to the December Board meeting where the levy is approved with the meeting being publicized in the *Eagle* and on the tax statement.

Officers' Pay and Board Salary for the Calendar Year 2014

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to approve the officers' pay and Board salary for the Year 2014 as presented.

\$1,350.00	Regular salary
\$1,000.00	Matching 457 Plan District Contribution up to
\$ 300.00	Committee work
\$ 500.00	Additional salary for Chair
\$ 250.00	Additional salary for Clerk
\$ 200.00	Additional salary for Vice-Chair
\$ 200.00	Additional salary for Treasurer
\$1,800.00	Negotiations Team (Payment made to team. Disbursement decisions made by team)
\$ 100.00	Per day (or \$50 per half day) to Negotiations Team during mediation
\$ 100.00	Per Day (or \$50 per half day) for attending Board-recommended conferences or training

Consent – Board Assignment of Duties and Disclosure Statements

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to approve the following resolutions:

- 1) The Superintendent of Schools shall assign District Office staff to perform the duties of the offices of Board Clerk and Board Treasurer.
- 2) Require any Board member doing business with the school district to sign an annual disclosure statement (Attachment A).

Consent – Assign Members for Year 2014 Committees

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to assign members for the Year 2014 committees as follows:

Board Committees

Meet and Confer	Andring, Johnson, Austinson
Negotiations	Peterson, Johnson, Andring
Purchasing	Andring, Peterson, Nelson
Legislative	Austinson, Hofschulte, Johnson
Policy	Austinson, Hofschulte, Nelson

Advisory Committees/Task Forces

Minnesota School Board Association	Johnson
Minnesota State High School League	Peterson
Assessment	Johnson
Calendar	Hofschulte
Community Education Advisory	Hofschulte
Crisis	Austinson
District Media Review	Pagel
Dollars for Scholars	Peterson
Gifted & Talented Advisory	Nelson
Hiawatha Valley Education District	Pagel
Playground	Andring
World's Best Workforce	Austinson
Safety	Andring
Technology	Johnson
Theater/Text Review	Nelson
Vocational Family	Hofschulte
Wellness	Hofschulte

Elected Offices

Southeast Service Cooperative	Hofschulte
Three Rivers Conference	Pagel
MSBA Delegate Assembly Representative	Austinson

It was noted that the Negotiating Team negotiates with the DEEA, Principals, and Teamsters Union. The Head Board Negotiator and Chair negotiates with the Superintendent. The Superintendent negotiates with all other groups.

Consent - Approve Organizational Items for the 2014-2015 School Year

A motion was made by Member Andring and seconded by Member Peterson to approve the Organizational Items as presented.

Member Austinson amended the motion by increasing the teacher sub pay to \$120 per day effective the February payroll. The amendment was seconded by Nelson and carried unanimously.

A vote on the motion to approve the Organizational Items carried unanimously.

Approved Activities Honoring Staff to include recognition breakfasts during American Education Week and Teacher Appreciation Week and other such events/awards as deemed appropriate by the administration.

Approved Memberships in the Southeast Service Cooperative, Minnesota School Board Association, National School Board Association, Minnesota State High School League, Minnesota Rural Education Association, Minnesota Council for Quality and Rochester Area Math/Science Partnership.

Student Teacher Agreements would be renewed with Winona State University, St. Mary's University, Luther College and Dakota State University.

Approved the Miscellaneous Pay Schedule (Attachment B).

Appointed Elementary Principal Jeanne Svobodny as the school district's Local Educational Agency (LEA) Representative.

Named all of the Federal Deposit Insurance Corporation (FDIC) and Federal Savings & Loan Insurance Corporation (FSLIC) institutions in Minnesota or endorsed by the Minnesota School Board Association as the Official School Depositories.

Designated the Superintendent of Schools as the Official School District Representative.

Named the Rochester *Post Bulletin* as the official school newspaper.

Named the Official School Radio and Television Stations as KROC 1340 AM and 106.9 FM (radio) and KTTC Channel 10 (television).

Continued the Overdraft Fee of \$30 to be assessed to insufficient fund checks received by the school district.

Bidding would follow these guidelines: Any item for purchase exceeding \$20,000 be brought to the Board for determination of purchase process.

Authorized the Administration to pay bills subsequent to Board approval to take advantage of discounts and avoid interest charges.

Authorized the school district officers to have a Signature Plate for check-writing purposes. In cases where there were changes in the Board officers, the Board authorized the use of the current signature plate until one with the new officer signatures could be obtained.

Authorized Superintendent Bruce Klaehn and/or his designee to make Electronic Fund Transfers.

Hiring Process – The superintendent was given the right to conditionally hire an individual with the expectation that he/she would bring the proposed hiree to the Board for final approval at the next Board meeting. Such hiring would also be contingent upon an acceptable background check report.

Adjournment

A motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to adjourn the meeting at 6:55 PM.

Julie Austinson, Clerk
Cb


Disclosure Statement

THIS DISCLOSURE STATEMENT, is made by Donald H. Andring this 13th day of January, 2014;

1. WHEREAS, Donald H. Andring is one of the owners of Don's Electric, Inc. of St. Charles, Minnesota.
2. WHEREAS, Don's Electric, Inc. furnishes electrical goods and services to the Dover-Eyota Public School System.
3. WHEREAS, Donald H. Andring is a member of the school board for said school district.
4. WHEREAS, Donald H. Andring wishes to avoid any conflict of interest.

NOW THEREFORE, Donald H. Andring states and discloses as follows:

1. Donald H. Andring is an owner/employee of Don's Electric, Inc. of St. Charles, Minnesota, which furnishes electrical goods and services to the Dover-Eyota School System and Donald H. Andring is a member of the school board for said school district.
2. Don's Electric, Inc. will furnish its materials and services to Dover-Eyota School District at its regular prices that will be at a reasonable value.
3. Donald H. Andring's title is President of Don's Electric, Inc. which is the holder of legal title of Don's Electric, Inc.
4. The price offered by Don's Electric, Inc. to Dover-Eyota School Systems will not exceed that offered to Dover-Eyota School Systems by other suppliers.
5. Donald H. Andring hereby gives notice that when he moves to pay bills or votes in favor of motions to pay bills, it is his intention to abstain from voting on any statement or bill submitted by Don's Electric, Inc.
6. It is the intention of Donald H. Andring that this disclosure statement be filed with the secretary for the Dover-Eyota School Board and considered a permanent portion of the minutes so that for convenience sake, he need not point out at every meeting, on every vote regarding bills, that he is voting for the payment of bills, but abstaining on voting regarding his own bill. Instead, it is the wish of Mr. Andring that this disclosure of Mr. Andring's conflict of interest act as an automatic abstention on the vote of said Andring bills.


Donald H. Andring

DOVER-EYOTA ISD #533
Miscellaneous Payments Schedule
(Effective 1/13/2014)

The following rates will be used for payments to individuals whose work is not covered under any existing master agreement or contract:

1. Dover-Eyota Schools will reimburse substitute teachers according to the following schedule:
 - One full day of substitute teaching (licensed teacher).....\$120.00
(Partial days will be pro-rated according to number of teaching periods.)
 - Long Term substitute teacher (defined by Principal).....placement on teacher contract schedule per individual teacher training and experience and as determined by superintendent.
2. Teamster Union substitute workers.....First step of the position being substituted.
 - Licensed teachers currently on the DE staff who perform as a substitute for any non-licensed position shall be paid on the Teamster pay schedule according to their years of DE service up to a maximum of 5 years.
3. Workers at athletic events: **(SEE ATTACHED)**
4. Student assistant to the custodian / approved by supt.....\$1.00 over Min. Wage + \$.50/yr. Exper.
5. Mileagecurrent IRS Approved Rate
6. Per Diem Rates:
 - Breakfast.....\$8.00
 - Lunch.....\$12.00
 - Dinner.....\$16.00
 - Alternate Maximum.....\$40.00/day

Any other services performed on behalf of the district will be negotiated on an individual basis with the superintendent, and be reimbursed commensurate to the job performed and justifiable with rates listed above.

More on reverse

(Attachment to the Miscellaneous Payments Schedule)

SUPERVISION PAY SCHEDULE
(Effective 1/13/2014)

Rate

Supervision

Football, Soccer	\$26
Inside events	\$26
Event Supervisor	\$60
Saturday Supervisor	\$17.50 per hour

Scoreboard

Football, Soccer	\$23
Inside events	\$27.50
9 th grade game-clock	\$5
9 th grade-scorebook	\$5

Official Book

Football	\$23
Inside events	\$27.50

Announcer

Football, Soccer	\$23
Inside events	\$27.50

Lines

Volleyball	\$27.50
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Libero Tracker

Volleyball	\$27.50
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7-8th Grade Officials

Volleyball	\$25 per grade level	per Rochester association
Basketball, Baseball, Softball, Football	\$25 per grade level	per Rochester association

9th Grade & B Officials

Head Ref – B only	\$45
Football, Baseball, Softball	\$29 per game

9th Grade Officials

Basketball	\$29 per game
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Ticketakers

Football	\$90 per game
Inside events	\$60 night (4:30-8 pm, 3 games)
Inside events	\$45 night (5:30-8 PM, 2 games)

Chain gang

Employee Event Pass