

# REGULAR BOARD MEETING MINUTES

Tuesday, November 12, 2013

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:04 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 Hofschulte, Student Board Member Akeem Sunde, and Superintendent Bruce Klaehn. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Curriculum Director Jane Johnson, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Bill Augerman, and Kim Hillberg.

The Pledge of Allegiance was recited.

## Approve the Agenda

The following additions were made to the agenda:

12b – changes to Controlled Access Plan

13e – Accept resignation of Dick Groski as Bus Driver

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

## Visitors to Address the Board

No visitors wished to address the Board.

## Board Minutes

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the October 7, 2013 Regular Board Meeting Minutes.

## Regular District Bills

A motion was made by Member Johnson, seconded by Member Peterson, and carried unanimously to approve the Regular District Bills totaling \$123,004.07.

## Special District Bills

With Member Andring abstaining, a motion was made by Member Hofschulte, seconded by Member Johnson, and carried unanimously to approve the payment of the Special District Bills totaling \$258,522.60.

## Treasurer's Report

A motion was made by Member Johnson, seconded by Member Andring, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,692,005.17 and the October electronic transfers.

## **RECOGNITIONS**

- Ben Joslin passed the Minnesota bar exam and attended a ceremony where the state supreme court officially inducted all the newly licensed lawyers in the state.
- The high school Band again received a Grammy nomination and has been selected by the Minnesota School Board Association to perform at the Leadership Conference in January.
- The volleyball team had its best season since the early 1990's and gave a runner-up finish at subsections.
- The girls' cross country team won the Section 1A meet to qualify for state where they placed 11<sup>th</sup>. Adam Rahn from the boys' cross country team qualified and finished 44<sup>th</sup> at state competition.
- Dr. Greg Olson received recognition for organizing another excellent Veterans' Day program.
- Dr. Greg Olson was nominated by his VFW post for a national citizenship award.

## **STUDENT SCHOOL BOARD MEMBER COMMUNICATIONS**

Senior Akeem Sunde brought forward these items: 1) Students are not returning "loaner" Netbooks when their machines are being fixed, so there is a shortage of loaners. The administration will look into the concern; 2) The Student Council is considering some type of sporting event during Snoball similar to the Powderpuff event held during Homecoming.

## **NEW BUSINESS**

### Football/Soccer Field Consideration – WHKS Engineering

As a continuation of the discussion about the football/soccer fields, Bill Augerman from WHKS presented a draft options report.

- Poor drainage causes water to pond which ruins the grass, and the field is hard and flat.
- WHKS would adjust the varsity field to the west and north a bit to allow for a track around the field.
- Sodding and seeding improvements to both the primary practice field and game field would include draining improvements.
- If the sodding option were chosen, the fields would be out of service for about a year. Or, the district could sod and use the practice field while the varsity field was being reseeded.
- A seeded field would have a better grade and be more consistent than sodding.
- It was estimated to cost \$290,000 to regrade and seed both the varsity and practice fields, which would include installing an irrigation system. The same process only using sod was estimated at \$332,400. The estimate for artificial turf would bring the price to over \$1 million for just the varsity field.

The administration and Board will spend additional time considering the information presented, as well as how or if a new track can be figured into the equation.

## **OLD BUSINESS**

### June 30, 2013 Audit Report

Kim Hillberg of CliftonLarsonAllen reviewed the June 30, 2013 audit with the School Board. Some highlights:

- the General Fund Balance went up from \$2,102,670 on June 30, 2012 to \$2,115,056 on June 30, 2013
  - the Unassigned Fund Balance went up from \$1,208,207 to \$1,341,213
  - the Unassigned Restricted Fund Balance went down from \$40,146 to \$14,401
  - the Operating Capital Fund Balance went up from \$226,642 to \$265,358
  - the Food Service Fund Balance went up from \$190,958 to \$217,707
  - the Community Service Fund Balance went down from \$26,889 to \$22,318
  - the Health & Safety Fund Balance went up from -\$27,692 to \$818
  - the Debt Service Fund Balance went down from \$312,671 to \$290,562
- The General Fund Revenue is obtained from these sources: 4.1% federal, 88.4% state, 5.0% local taxes, 2.5% other.
- The Weighted Average Daily Membership (WADMs) went from 1,296 to 1,302.

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

Ms. Hillberg ended her report by saying that the district was doing very well from a control, compliance and financial standpoint.

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to accept the June 30, 2013 Audit Report.

## **CABINET COMMUNICATIONS**

Elementary Principal – Jeanne Svobodny relayed the following: 1) The average SACC attendance during the Wednesday late starts is 52 and it seems to be working well to rotate kids from station to station; 2) The elementary submitted their “Celebration” eligibility application to the state and are waiting to hear if they are selected; 3) Mrs. Svobodny will be attending a Minnesota Rural Education Association Conference with teachers Peggy Swenson and Michelle McNallan. The conference will offer breakout sessions on early childhood items; 4) Commended teachers Jill Magnuson and Tom Flaig for the great job they did organizing and facilitating the Title I Family Night event; 5) Recognized music instructor Katie Kabes for organizing the elementary Veteran’s Day program, where each grade level performed a different patriotic song; 6) A MacNeil Environmental representative will check air quality at the elementary building since several teachers have shown allergy symptoms while at school.

High School Principal – Todd Rowekamp relayed the following: 1) Several teachers and administrators from the district attended a Rochester Area Math Science Partnership forum that emphasized “soft skills” which are personal and character skills that have nothing to do with technical knowledge; 2) Provided an update on things our career and technical education staff are doing – Dr. Olson attended Computer Assisted Design training, Mr. Robinson is checking into concurrent enrollment programs for some agriculture classes, and Mr. Rowekamp and Mr. Surprenant are learning

more about the new World's Best Workforce and college opportunities; 3) The 8<sup>th</sup> grade teachers and Mr. John Ostrowski spent a lot of time organizing the students' trip to Eagle Bluff.

#### District Feedback Forms

Supt. Klaehn relayed the feedback form received.

### **REPORTS**

#### Staff Development Report

Curriculum Director Jane Johnson advised that the District Staff Advisory Committee meets five times a year with the principals in attendance the first and last meetings to relay their staff's past activities and future goals. She talked about the committee's main focuses this year: Professional Learning Teams, Reading and the Common Core English Language Arts Standards, and Grading Practices that Promote Learning (Middle School/High School).

Mr. Klaehn stated that Mrs. Johnson, along with Principal Rowekamp and Principal Svobodny, effectively promote staff development activities.

#### First Reading of Policy Revisions

Superintendent Klaehn talked about proposed changes and the Board held their first reading of the following proposed policy revisions:

527 – Student Use and Parking of Motor Vehicles

532 – Use of Peace Officers and Crisis Prevention Intervention Teams to Remove Students with IEPs From School Grounds

620 – Credit for Learning

624 – Online Learning Options

712 – Video Surveillance Other Than On Buses

1002 – School Closings, Late Starts and Early Release

A second reading and possible approval will be held at the December meeting.

### **OLD BUSINESS**

#### Changes to Controlled Access Plan

Supt. Klaehn advised that internal leadership discussions have determined there should be only one controlled access door at each building (front door). He also reviewed with the Board a draft document on the process of receiving visitors.

### **NEW BUSINESS**

#### Possible West Walking Path

Supt. Klaehn advised that it was too late in the season to install asphalt on the proposed walking path from 6<sup>th</sup> Street along the west side of the bus garage and then east along the fence line. However, a path could still be cut and rocks installed. Also involved in the process would be a letter to homeowners along the west property line about encroachment on school property. The consensus was to create a "walking lane" across the entrance to the lot from 6<sup>th</sup> Street, encouraging students to walk along the south side of 6<sup>th</sup> Street until they reach the sidewalk along the high school. This would keep students out from behind cars and in a location that makes them more visually obvious.

#### Fundraiser Request

A motion was made by Member Hofschulte, seconded by Member Johnson, and carried unanimously to approve the Boys' Basketball Free Throw-a-thon fundraiser.

#### Request for Coach Bus Travel by the Band for the MSBA Convention Performance

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to approve two coach buses for the Band trip to the MSBA Convention performance.

#### Consent - Accept Resignations

A motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to accept the following resignations: CHAD OHL as Girls' Basketball and Boys' Basketball Coach, TRAVIS KAUFFMAN as C Baseball Coach, and DICK GROSKI as Bus Driver.

### Consent – Hires

A motion was made by Member Hofschulte, seconded by Member Johnson, and carried unanimously to hire the following individuals: 1) KASSIE PUTZIER as Assistant Dance Coach; 2) LARKIEL LEWIS as 8<sup>th</sup> Grade Boys' Basketball Coach; 3) ERIC AESCHLIMANN as 7<sup>th</sup> Grade Boys' Basketball Coach; 4) AIMEE IHRKE as 9<sup>th</sup> Grade Girls' Basketball Coach; 5) LEIF ERICKSON as 7<sup>th</sup> Grade Girls' Basketball Coach; 6) KELI GEIB as Wednesday AM Footsteps Instructional Assistant; 7) TAMRA MCCOY as Cook's Helper; 8) BECKY STAHL as PM Crossing Guard; 9) JENNA CLARK, LINCOLN GERGEN, AMANDA MARTIN and JILL MAGNUSON as Targeted Services Instructors; 10) KIMM OLSON, MELANIE KEEFE, ASHLEY HENRY and LISA REPS as Targeted Services Instructional Assistants.

### Consent – Accept Donations

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to accept the following donations: 1) High School - \$300 to the Sharpshooters Club from DARCY HIGGINS; \$1,347 from PEOPLE'S ENERGY COOPERATIVE under the Operation Round Up Program; \$50 from ALLIANT ENERGY to the Drama Dept.; and \$198.85 from KWIK TRIP donators; 2) Angel Milk Break Account -- \$50 from HOLY REDEEMER CATHOLIC CHURCH and \$206.69 from OUR SAVIOR'S LUTHERAN CHURCH.

## **HEARING OF REPORTS**

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) Advised the Board of the School Levy Informational Meeting on Mon., December 9 at 6 PM; 2) Commended Business Manager Gary Betcher on doing an outstanding job with the finances and the extra hours he works during the audit. He also recognized Accounting Assistant Renee Stanchfield who has been a "tremendous addition", as well as staff members Neva Duffy and Chris Berg for their great work in the management of school funds; 3) The Minnesota School Board Association Leadership Conference is scheduled for January 15-17; 4) Due to a shortage of bus drivers, Transportation Director Dustin Pagel eliminated one route; however, since then, another bus driver has resigned. Mr. Klaehn is currently studying for his written bus drive test with plans to be a backup driver; 5) Several schools in the Three Rivers Conference are questioning why 4<sup>th</sup> – 6<sup>th</sup> graders are playing tackle football considering head concussion concerns. Every school was going to meet with their Community Education Director and Activities Director to consider if, as a conference, they should go back to offering flag football. Mr. Klaehn has met with Activities Director John Ostrowski, Coach Brian Harris and Community Education Coordinator Susan Keller-Schaefer and will also meet with the elementary coaches to obtain their input; 6) A Meet & Confer may be scheduled for 5 PM on Mon., December 9<sup>th</sup>; 7) A new Minnesota legislative term is the "World's Best Workforce." Mr. Klaehn expressed his appreciation of the Minnesota Department of Education for trying to provide flexibility and latitude with new initiatives which come forward; 8) On Thursday, November 7<sup>th</sup>, he presented the Dover City Council with the school district's pros and cons document regarding future use of the Dover building. It was a good time of exchanging thoughts and hearing their concern about losing the presence of a school in Dover.

### Board of Education Committee Reports & Communication

**Andring** – Congratulated the fall sports teams who did extremely well. Wished the best to Dick Groski and his wife Betty.

**Nelson** – The Policy Committee had brought forward the proposed policy revisions that night. Mrs. Nelson extended her thoughts and prayers to Dick and Betty Groski, adding that Mr. Groski had driven bus when her dad (George Knowlton) was in charge of district transportation. She ended her report by wishing the best to Gary Franzen in his recovery.

**Austinson** – The Crisis Committee would meet that week. Mrs. Austinson passed out a ballot for the Southeast Service Cooperative election.

**Peterson** – Mr. Peterson congratulated the fall sports teams and wished "good luck" to the winter teams. He also expressed best wishes to Dick and Betty Groski.

**Johnson** – Talked about his travels around the country and a family member’s health problem. In his travels, he saw a lot of old buildings repurposed for a new life with the use of private funds. He felt that there should be no restoration of the Dover building with public money.

**Hofschulte** – The Community Education Committee and Policy Committee met during the month. The Calendar Committee should be starting up again soon. There will be a lot of transformation to the Southeast Service Cooperative facility in December and January as they double the footprint.

**Pagel** – Elementary tackle football was a big topic at the last Three Rivers Conference Meeting. The Hiawatha Valley Education District Board will continue to work on negotiations.

**ADJOURNMENT**

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to adjourn the meeting at 10:45 PM.

Julie Austinson, Clerk  
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