

REGULAR BOARD MEETING MINUTES

Monday, October 14, 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 (7:08 PM), Julie Austinson (7:17 PM), Linda Nelson, Ron Pagel, Todd Peterson, Molly Hofschulte, Student Board Member Akeem Sunde, and Superintendent Bruce Klaehn. Absent: Dan Johnson. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Activities Director John Ostrowski, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Lora Allen, Carrie Frank, Jon Neubauer, Kelsey Stolt, Brian Todd, Jacob Waletzki, and Terry Waletzki.

The Pledge of Allegiance was recited.

Approve the Agenda

The following additions were made to the agenda:

13b - Community Officer Contract

14d - AMBER HENRY, CHELSEY MLENAR, and CASEY LARSON as Instructional Assistants

14f - Gymnastic Sharing Agreement

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

Visitors to Address the Board

Lora Allen introduced her student teacher Kelsey Stolt and advised that a fire took all of Kelsey's possessions at the beginning of the school year. Mrs. Allen sent an email to all staff asking for assistance and the response from the employees was "endless and unreal." Ms. Stolt thanked everyone for their help.

Board Minutes

A motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to approve the September 9, 2013 Regular Board Meeting Minutes.

Board Minutes

A motion was made by Member Andring, seconded by Member Nelson, and carried unanimously to approve the September 26, 2013 Special 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 \$304,733.95.

Special District Bills

With Member Andring abstaining, a motion was made by Member Peterson, seconded by Member Hofschulte, and carried unanimously to approve the payment of the Special District Bills totaling \$119,696.18.

Treasurer's Report

A motion was made by Member Peterson, seconded by Member Nelson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,778,062.93 and the September electronic transfers.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp relayed the following: 1) The Student Council did a great job planning Homecoming activities and all went well; 2) Gave examples of types of notes teachers are entering on a weekly basis about their Professional Learning Team activities. He and Curriculum Director Jane Johnson have visited PLTs on Wednesday mornings and found staff focusing on student learning and making adjustments accordingly; 3) The fall theatre program participation numbers are down this fall as fewer upper classmen are available for a fall play presentation. The Drama Department is focusing on Wednesday Drama Club meetings instead; 4) Mr. Rowekamp discussed ACT test results; 5) The high school has expanded the grade levels that can be in the building on Wednesday morning late starts for students with transportation issues.

Elementary Principal – Jeanne Svobodny relayed the following: 1) The elementary staff have set two of their three goals: One – focus on students’ fall to spring growth in reading and math by setting targets depending on the grade level. Two – focus on Minnesota Comprehensive Assessment proficiency setting a goal of 10% above the state average in math and reading. The staff are working on their third goal which falls under Safe and Welcoming Learning Environment; 2) The Report Card Committee worked hard revising report cards which are being instituted this year; 3) The elementary qualifies to be a “Celebration Eligible School” based on their Minnesota Comprehension Assessment results; 4) Mrs. Svobodny recently hired two, full-time special education instructional assistants but still needs a PM SACC worker and a Monday night Footsteps para. She thanked Vicki Koehler for obtaining coverage for these positions.

District Feedback Forms

Supt. Klaehn talked about the feedback form received.

Student School Board Member – Senior Akeem Sunde talked about these items: 1) Students were very happy with Homecoming activities and the theme; 2) The Student Council has already started planning Snoball activities including a show case (small musical numbers, submit short movies, etc.) of creative art forms. They are also considering making the dance semi-formal; 3) The Drama Department has started their discussions about the spring musical.

REPORTS

Preliminary June 30, 2013 Audit Information

Supt. Klaehn gave a quick review of the draft audit information. There is very good news as the General Fund reserve balance is \$200,000 higher than expected due to special education revenue (estimation until all calculations are in). Final information will be given at the November Board meeting.

OLD BUSINESS

Pre-School Facilities Study

Supt. Klaehn provided a “draft” of the pros and cons of each of the three options regarding preschool facilities (Option 1 - renovate existing building, Option 2 - build new facility in Dover, or Option 3 - construct addition onto/in proximity of the elementary school).

- the Board will need to decide the future use of the Dover building/property if it were no longer part of our educational facilities (demolish, sell, or continue to maintain)
- how will moving the preschool program to Eyota impact other local preschool programs (i.e., would it be competition with Kids Korner?) and businesses
- the Board considered removing the remodeling of the Dover building as an option as any remodeling of the building will trigger required regulations (i.e., elevator, etc.)
- the option to do nothing is no longer feasible
- putting an addition on the elementary may include solving some current space issues there (gymnasium, cafeteria)
- the Board needs additional research to assist them in moving ahead
- the Board needs to determine the need to have a school presence in Dover

Member Andring felt that a new structure would be most advantageous; however, he was not certain about the location but was leaning toward it being in Eyota. He would consider an “attached” building that was not actually part of the building (i.e., separate heating/ventilation systems). Mr. Andring suggested the possibility of seeking a referendum to include a new preschool building and additional facilities for the elementary school (gymnasium, cafeteria). He felt the next step was to look at the elementary building needs.

Member Hofschulte leaned toward a separate building in Dover due to the possible negative effect of preschool children interacting with older children (i.e., on the playground) at the elementary site. She felt that the option to remodel the Dover building needs to remain in the equation so that the public knows the cost of doing so.

Supt. Klaehn said that remodeling the Dover building will be a “hard sell” since it is a 90-year old building.

It was a consensus of the Board to do a further study of additional needs such as elementary gym/cafeteria space, athletic field/track, elementary office, security in existing building, kindergarten space, and bus garage/storage.

Member Nelson made a motion to direct Jon Neubauer of TSP to further study Options 2 & 3, including some other district needs, and potentially present them at the December Board meeting. The motion was seconded by Member Austinson and carried unanimously.

Supt. Klaehn will contact the Dover City Council regarding these studies and the potential impact on the City of Dover.

Community Officer Contract

A motion was made by Member Hofschulte and seconded by Member Peterson to make the school district's contribution to the community officer contract \$30,151 in 2014 and \$31,056 in 2015.

Supt. Klaehn advised that currently the cost split was 25% county, 25% school, and 50% city. A meeting was held between Tracey Pagel, Mayor Tyrel Clark, Supt. Klaehn, and Todd Peterson to determine a new cost arrangement based on the actual amount of time served for each entity.

A vote on the motion carried unanimously.

NEW BUSINESS

Fundraising Request

A motion was made by Member Peterson, seconded by Member Nelson, and carried unanimously to approve the Band frozen food fundraiser.

Consent – Leave of Absence Requests

With Member Andring abstaining, a motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to grant BRAD HAK a leave of absence February 3, 2014 through March 31, 2014 and grant VICKI ANDRING a six-week leave of absence beginning approximately November 8, 2013.

Consent - Accept Resignations

A motion was made by Member Nelson, seconded by Member Peterson, and carried unanimously to accept the following resignations: 1) SAM POLLOCK as 9TH Grade Football Coach; 2) SALLY JOHNSON as Cook's Helper.

Consent – Hires

A motion was made by Member Hofschulte, seconded by Member Andring, and carried unanimously to hire the following individuals: 1) CHAD OHL as Assistant Football Coach; 2) CHRIS WALLACE as 8th Grade Football Coach; 3) EMMA KRAUSE and ALEX SOROM as Student SACC Workers; 4) BRETNEY KARSJENS as Long-Term Substitute Special Education Instructor; 5) MARY LEIN as Long-Term Substitute English Language Learner Instructor; 6) JEFF MARTINAK as School Crossing Guard; 7) AMBER HENRY as Instructional Assistant; 8) CHELSEY MLENAR as Instructional Assistant; 9) CASEY LARSON as Instructional Assistant.

Consent – Accept Donations

A motion was made by Member Nelson, seconded by Member Andring, and carried unanimously to accept the following donations: 1) High School - \$5,930 from the EAGLES WRESTLING CLUB for a new mat, and \$741.93 in TARGET Take Charge of Education rebates; 2) DARE - \$25 from CHATFIELD LUMBER CO., \$100 from EASTWOOD BANK, \$10 from EYOTA VETERINARY CLINIC, \$50 from TONY SCHWARTZ CONCRETE, \$500 from the HIAWATHA SNO SEEKERS, and \$500 from DOVER FIRE RELIEF ASSN.; 3) Elementary - \$540.81 from PATT for the planetarium transportation, and \$159.45 in KWIK TRIP Milk Moola rebates; 4) Angel Milk Break Account – \$350 from Shannon Reuss of TREEFROG TREASURES, and \$350 FROM PEACE LUTHERAN CHURCH; 5) Sharing Tree - \$795 from the HIGH SCHOOL STAFF.

Gymnastics Cooperative

Activities Director John Ostrowski advised that, for the third year, a family has asked about Dover-Eyota entering a gymnastics cooperative with Rochester Mayo High School. This year, Mayo was interested in pursuing such a cooperative. Mr. Ostrowski relayed the participation costs and the fact that three DE girls were interested in the gymnastics program.

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to approve a cooperative gymnastics cooperative agreement with Rochester Mayo High School, with all expenses being the responsibility of the parents of the participants.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) Clarified his plan to increase the use of the notification system. The email portion of the system will be used more for non-emergency

notifications (i.e., conference reminders) and the phone portion of the system will be used for more time sensitive notifications; 2) Dan Johnson, Jeanne Svobodny, Peggy Swenson and Michelle McNallan will be attending the Minnesota Rural Education Association Conference which will focus on early childhood; 3) There will be information in the next *Eagle* about updated security measures. However, due to parts being on backorder, installation of the new system may be delayed beyond the 2nd quarter start date of November 1; 4) Mr. Klaehn shared the final levy document and advised that the levy was now down 8.8% from the 6% presented at the September Special Board Meeting, which means a cost savings of \$154,000 from the previous year. The changed resulted from the fact that the government made an error in calculating the sales ratio; 5) An early morning crossing guard has been hired for the Knowledge Road and Bush Court intersection. A second guard will be hired to replace an Instructional Assistant currently covering the afternoon duties. Further student walking issues have developed as there is more concern about students meandering across the west high school parking lot while cars and buses are in the area. Mr. Klaehn discussed proposed sidewalks with the City of Eyota; 6) The school district will pay part of the cost for “No Parking” signs to be placed on the south side of 6th street by the high school; 7) The varsity and practice soccer/football fields are currently unacceptable as they are hard as a road and there are spots with no grass. Due to the increased amount of activity on the fields, it is difficult to adequately water them. He, John Ostrowski and Dustin Pagel talked about needs and options to pursue (soil tests, irrigation system, installing new dirt, etc.). Turf sounds like a luxury until you “do the math” of alternative costs; 8) Mr. Klaehn showed a video from the Minnesota Association of School Administrators conference about world changes affecting education. The conference also had sessions on an E-textbooks state consortium (which he will be investigating), student sleep studies, and superintendents’ supervision of their staff.

Board of Education Committee Reports & Communication

Andring – Mr. Andring hoped Gary Franzen was doing better and wished the best to Dan Johnson, whose son is recovering from a medical condition.

Nelson – Mrs. Nelson thanked Chad Ohl and the parent that helped her son off the football field following an injury.

Austinson – Member Austinson appreciated the good discussion by the Board that evening.

Peterson – Mr. Peterson wished Gary Franzen a speedy recovery and was glad to see the staff step up to help Gary and Student Teacher Kelsey Stolt (whom they really didn’t know).

Hofschulte – The Southeast Service Cooperative is still exploring an expansion project and a Technology Integrationist. The e-book project is still on hold as no one has stepped forward to do the task.

Pagel – The Hiawatha Valley Education District continues their negotiations. The Three Rivers Conference held their annual at Dover-Eyota on September 11th and will hold a regular meeting this week. Mr. Pagel expressed his appreciation to Lora Allen for bringing forward information about staff generosity. He ended his report by sending thoughts and prayers to Dan Johnson and family.

ADJOURNMENT

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to adjourn the meeting at 9:58 PM.

Julie Austinson, Clerk
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