

# REGULAR BOARD MEETING MINUTES

Monday, August 12, 2013

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:01 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Dan Johnson (7:06 PM), Linda Nelson, Ron Pagel, Todd Peterson, Molly Hofschulte, and Superintendent Bruce Klaehn. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Curriculum Director Jane Johnson, Activities Director John Ostrowski, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Brian Harris, Angie Johnson, Bill Lisser, John Pittenger, Peggy Swenson, Bryan Todd, and Mark Woodward.

The Pledge of Allegiance was recited.

## Approve the Agenda

Chair Pagel advised that the following additions were made to the agenda:

12h – Consent Hires

JORDAN JENSEN as 9<sup>th</sup>/B Football Coach (replaces Dan Vrieze)

BRYANNA BALBACH as B Volleyball Coach (replaces Melanie Munroe)

A motion was made by Member Hofschulte, seconded by Member Peterson, 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 July 15, 2013 Regular Board Meeting Minutes.

## Regular District Bills

With Member Andring abstaining, a motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to approve the Regular District Bills totaling \$167,243.94.

## 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 \$95,286.54.

## Treasurer's Report

A motion was made by Member Johnson, seconded by Member Nelson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$2,763,828.80 and the July electronic transfers.

## **RECOGNITIONS**

There were no recognitions.

## **CABINET COMMUNICATIONS**

High School Principal – Todd Rowekamp relayed the following: 1) The high school building is “looking good” for the start of the school year. The new lockers are installed and the custodians are putting in the new locks. They are still waiting for the welder, lift and tools to arrive, which were purchased from Capital Outlay Funds. Mr. Rowekamp relayed that a laser machine was not ordered since Dr. Greg Olson determined it was not worth purchasing at this time; 2) A meeting of the high school Instructional Leadership Team was very beneficial; 3) A Wednesday late start schedule had been provided to the Board; 4) There will be 4 or 5 foreign exchange students attending the high school this year representing Argentina, Mexico, Finland, Slovakia, and Germany; 5) Mr. Rowekamp ended his report by showing photos of and talking about his trip to Sri Lanka this summer.

Elementary Principal – Jeanne Svobodny relayed the following: 1) Elementary Secretary Marlys Tritten was diligently working on back-to-school mailings; 2) She has two positions yet to fill – a long-term sub for school nurse Tammy Kreidermacher, and a long-term sub for para Jessica Webeck; 3) The Early Childhood Program expanded last year and the classes are full or close to full this year; 4) She attended the Minnesota Assessment Conference August 1<sup>st</sup> which highlighted upcoming changes in assessments and focused on the need to increase the education rigor; 5) On Wednesday, the elementary Leadership Team will attend a conference in Byron to discuss the book “Trust Edge;” 6) Mrs. Svobodny is working on organizing School Age Child Care (SACC) for the Wednesday morning late starts. Recently, two surveys were sent to parents to assess the family needs for Wednesday late start SACC and after school SACC.

#### District Feedback Forms

Supt. Klaehn relayed that no District Feedback Forms were received.

### **REPORTS**

#### Athletic Programs

Head Football Coach Brian Harris provided a document listing the expectations and duties of his coaches. In regard to the varsity football team he said, “We are not real big and we aren’t real fast, but I guarantee we will be fun to watch.” He relayed that adding a 5<sup>th</sup> football coach allows him to have a line coach and dedicate special teams to a coach. Volunteers are filling the role until the additional assistant coach can be hired. Mr. Harris said, “The more coaches you have, the easier the job is for the head coach and provides additional safety for the players. Expect an exciting year! We have more kids out this year than in the past 3-4 years.” Coach Harris also relayed that the annual team camp that was recently held included 33 players – the highest participation ever.

Activities Director John Ostrowski updated the Board on the possible dissolution of the track pairing with St. Charles Public Schools. He had met with St. Charles Activity Director Scott McCready who feels the same way about dissolving track as he did with cross country -- they struggled a few years to build a team, but eventually did so. St. Charles also has difficulty finding coaches; whereas, between the two programs at DE, there are six coaches for track and cross country. Mr. Ostrowski doesn’t see a lot of hurdles in forming our own team this spring except for developing a meet schedule and purchasing equipment. He also talked about the dissolution process should it occur.

### **OLD BUSINESS**

#### Approve the 2013-14 Elementary Substitute Handbook

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the 2013-14 Elementary Substitute Handbook.

#### Continue Building Security Consideration

Board members Austinson, Nelson, Johnson and Pagel attended the Minnesota School Board Association Summer Seminar with Supt. Klaehn and made the following comments:

- A lot of information was provided about school climate and security.
- The School Board will do some serious thinking about their security philosophy/strategy.
- Joe Coles, a member of the Rachel’s Challenge professional development team in Littleton, Colorado shared his insights and experiences and the Rachel’s Challenge mission to start a “Chain Reaction of Kindness.”
- It is important for the district to create a climate of rapport between staff and students.
- In regard to building structural security, it was recommended that a double door entry system be installed at every front entrance to school buildings.

Future security discussions by the Board will be done in closed session meetings.

Supt. Klaehn relayed that he and Supt. Gary Kuphal had visited Chatfield and Kasson schools where individuals entering the building are directed straight into the office. They also visited schools with “buzz in” systems. In all cases, no new staff was required with these security measures.

The original estimate for security updates was \$38,000 for all buildings and included an update of the high school alarm system. Mr. Klaehn reminded the Board that, although that seems like a lot of money, it should be noted that the district spent \$41,000 on band uniforms. He will bring a final proposal with costs to the Board Retreat on August 22<sup>nd</sup>, at which time the members will also determine an installation timeline.

## **NEW BUSINESS**

### Consider Resolution Regarding New Legislation for the Operating Referendum Levy

Chair Pagel advised that he and Supt. Klaehn had attended a Department of Education presentation on the new funding laws and the options of individual school districts. Facts presented:

- The district currently has a \$126.79 per student unit operating referendum which needs to be converted to \$155.07 per served unit (includes non-resident students) for one year only.
- The district will not receive more funds with this initial conversion.
- In the new system, the legislators also gave school districts the authority to raise the operating referendum up to \$300 without voter approval.
- The revenue from this authority would come in at approximately 70% state aid and 30% local levy.
- Total revenue goes from \$394,000 to \$608,000, which means DE has the authority to get an additional \$214,000 in revenue for an increase in \$60,000 in levy.
- Our lease levy is going off will offset the increase in levy, which makes this a good time to start a roof fund.
- Taking into account increasing the operating levy and eliminating the lease levy, a \$200,000 house would see an increase of \$16 tax increase per year.
- The resolution before the Board would eliminate the existing operating referendum and authorize an operating referendum of \$300 per student for the next five years.
- When the district brought the original \$126 operating referendum to the public, the discussion included the possible need to increase it in coming years to cover needs and inflation.
- A school district can always under-levy each year in any category where the revenue is 100% levy (i.e., Health & Safety).

A motion was made by Member Andring, and seconded by Member Hofschulte, to adopt the Resolution Converting Voter Approved Referendum Authority to a Board Approved Referendum Authority and Authorizing a New Board Approved Referendum Authority (Attachment A). A roll call vote was taken with the following voting in favor thereof: Andring, Austinson, Johnson, Nelson, Pagel, Peterson, and Hofschulte. Those voting against the same: none.

### Approve the 2013-14 Community Education Co-Coordinator Agreements

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to approve the 2013-14 Community Education Co-Coordinator Agreements.

### Review and Approve Policy Revisions

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

- 405 – Veteran’s Preference
- 406 – Public & Private Personnel Data
- 417 – Chemical Use and Abuse
- 507 – Corporal Punishment
- 607 – Organization of Grade Levels
- 920 – Personal Belongings on School Property

### Consider Student Travel Outside of the District Request

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to approve FFA request to attend the National FFA Convention in Louisville, KY October 29 through November 2, 2013.

### Accept Resignation/Retirement

A motion was made by Member Andring, seconded by Member Nelson, and carried unanimously to accept the resignation/retirement of TOM DUBBELS effective August 1, 2013. Mr. Dubbels was commended for his 30 years of service to the school district.

### Consent – Leave of Absence Requests

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to approve the following leave of absence requests: 1) RACHEL WEESS leave of absence for 30 days after the birth of her baby which is expected September 21, 2013; 2) JULIE GIESE leave of absence beginning November 4, 2013 and returning January 27, 2014.

### Accept Resignation

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to accept the resignation of DIANNE SCHLOEGEL as Cook's Helper.

### Consent – Hires

A motion was made by Member Austinson and seconded by Member Johnson to hire the following individuals: 1) BRYANNA BALBACH as full-time Physical Education/Health/DAPE Instructor and B Volleyball Coach; 2) PHILIP NESSE as Long-Term Substitute Science Instructor August 26 through October 18; 3) ERIN HUCKLEBERRY as Long-Term Substitute Elementary Instructor approximately September 23 through November 1, 2013; 4) ROSANN EISENMAN as Long-Term Substitute Elementary Instructor August 26 through approximately September 20, 2013; 5) DEB VOSLER as 7<sup>th</sup> Grade Volleyball Coach; 6) LINDA DAHLING as Cook's Helper; 7) JORDAN JENSEN as 9<sup>th</sup>/B Football Coach. A roll call vote was taken with the following voting in favor: Johnson, Pagel, Austinson, Nelson, and Peterson. Those voting against the same: Hofschulte and Andring. The motion carried 5 to 2.

### Consent - Accept Donations

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to accept the following donations: 1) Elementary - \$105 from WELLS FARGO Foundation Educational Matching Gift Program (employee reference: Michelle Williams); 2) Sharpshooters Basketball – \$250 from AG STAR FINANCIAL SERVICES; 3) High School -- \$160.57 in KWIK TRIP rewards from are contributors.

## **HEARING OF REPORTS**

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) The August 22 Board Retreat (6 PM) is the time to review the status of the Strategic Plan, a time of brainstorming, and a time for the Board to provide feedback on the future direction of the district. Student test results will not be available until September 22 as the state has embargoed them; however, trends and indicators will be provided at the Retreat. The meeting will be in two stages with an additional meeting being scheduled in September to review student test results, approve the Proposed 2013 Payable 2014 Levy, be advised of teaching staff activities on Wednesday morning late starts, and view the Student Accountability Report; 2) In regard to capital improvements, the high school sidewalk, patio, and bike pad have been installed at the high school. The walking path and culvert have been refurbished. Cameras have been installed in the buses by Bryan Berg and Dustin Pagel and are awaiting software installation by the vendor. Principal Svobodny is working on the new playground equipment upgrade; 3) Mr. Klaehn asked the Board Members to advise if they wished to attend the Minnesota Rural Education Association Area Meeting on August 21; 4) He received approval from the Board to attend the Southeast Service Cooperative national conference as requested of him by the SSC Executive Director.

Board of Education Committee Reports & Communication

**Andring** – A Safety Committee meeting will be set after school starts. Suzanne Riley recently retired after 35 years at the Southeast Service Cooperative.

**Nelson** – The Policy Committee opted not to hold a meeting in August. Mrs. Nelson congratulated Tom Dubbels for his service to the students and school district.

**Austinson** – Member Austinson advised her pleasure in how the Policy Committee work was progressing. She attended the school safety session at MSBA. In regard to changes with the Grad Testing, the district will need to “roll” with those changes, including determining the national norm test it will use. Mrs. Austinson would like to see some of the Crisis Team members included in future safety discussions

**Peterson** – Teacher negotiations are “moving forward” and the Board would discuss them during the closed session.

**Johnson** – Mr. Johnson relayed that negotiations are “overall very positive.” He attended the security forum including a session with the Commissioner of Education and said it would be interesting to see the side effects of decisions that trickle down and affect school districts.

**Hofschulte** – Forming the Policy Committee was a very good idea. The Community Education Committee will meet in September. She thanked the Board members for approving the contracts with the co-coordinators “who are working very hard.” Member Hofschulte would like the Board to consider re-establishing a Vocational Family Committee and determine if other factions (i.e., IBM) would like to contribute their thoughts about buildable skills. The Southeast Service Cooperative has determined that being the fiscal host for the Early Learning Scholarship is more than they wish to take on. Mrs. Hofschulte thanked Tom Dubbels for 30 years of service. Craig Hlliar, the speaker at the recent fall sports meeting, did a great job talking about respect.

**Pagel** – The Hiawatha Valley Education District has had a “massive” shuffle of teachers. The Three Rivers Conference Board will meet on August 22. Mr. Pagel attended the school financing meeting with Supt. Klaehn and added, “It is a never ending shell game.”

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to end the open meeting at 8:51 PM.

**CLOSED SESSION**

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to begin a closed session at 9:04 PM. A motion was made by Member Austinson, seconded by Member Andring, and carried unanimously to end the closed session at 9:39 PM.

**ADJOURNMENT**

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

Julie Austinson, Clerk  
cb

EXTRACT OF MINUTES OF MEETING OF SCHOOL BOARD  
OF INDEPENDENT SCHOOL DISTRICT NO. 533  
(Eyota, Minnesota)

HELD: August 12, 2013

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 533 (Dover-Eyota Public Schools), State of Minnesota, was held in said school district on August 12, 2013, at 7 o'clock p.m.

The following members were present:  
And the following were absent:

Member Don Andring introduced the following resolution and moved its adoption:

**RESOLUTION CONVERTING VOTER APPROVED REFERENDUM AUTHORITY  
TO A BOARD APPROVED REFERENDUM AUTHORITY AND  
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:

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 for fiscal year 2015, after preliminary adjustment by the Minnesota Department of Education in compliance with Minnesota Statutes, Section 126C.17, as amended.

2. Conversion and Approval of New Authority. Pursuant to Minnesota Statutes, Section 126C.17, subdivision 9a, the Board hereby determines to convert its voter approved referendum authority to a Board approved referendum authority of approximately \$155.08 per adjusted pupil unit. The Board also determines to authorize an additional new Board approved referendum authority in the amount of approximately \$144.92 per adjusted pupil unit, which authority equals the difference between \$300 per adjusted pupil unit and the District's estimated current referendum authority per adjusted pupil unit. This total new Board approved referendum authority shall be \$300 per adjusted pupil unit. This total new Board approved referendum authority, as adjusted, shall be applicable for five (5) years, beginning with taxes payable in 2014. The Board may subsequently reauthorize the Board approved referendum authority in increments of up to five years.

3. This resolution has been adopted after June 30, 2013 and before October 1, 2013. 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, 2013.

The motion for the adoption of the foregoing resolution was duly seconded by Molly Hofschulte On a roll call

vote, the following voted in favor: Andring, Austinson, Johnson, Nelson, Pagel  
Peterson, Molly Rieke-Hofschulte

and the following voted against: none

whereupon said resolution was declared duly passed and adopted.