

REGULAR BOARD MEETING MINUTES

Monday, July 15, 2013

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:03 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, and Superintendent Bruce Klaehn. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Hannah Brown, Jon Neubauer, Breanna Olson, Dustin Pagel, John Pittenger, Dan Rother, and Bryan Todd.

The Pledge of Allegiance was recited.

Approve the Agenda

Chair Pagel asked for approval of the agenda with the following changes:

- pull the Elementary Substitute Handbook from 12a – to be brought back to August meeting
- approve an additional football coaching position

A motion was made by Member Peterson, 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 Hofschulte, seconded by Member Nelson, and carried unanimously to approve the June 10, 2013 Regular Board Meeting Minutes.

Regular District Bills

With Member Andring abstaining, a motion was made by Member Johnson, seconded by Member Nelson, and carried unanimously to approve the Regular District Bills totaling \$102,731.47.

Special District Bills

A motion was made by Member Johnson, seconded by Member Hofschulte, and carried unanimously to approve the payment of the Special District Bills totaling \$332,464.11.

Treasurer's Report

A motion was made by Member Johnson, seconded by Member Peterson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$2,740,967.95 and the June electronic transfers.

RECOGNITIONS

Supt. Klaehn announced that Dr. Jeanne Svobodny had obtained her doctorate degree.

CABINET COMMUNICATIONS

Elementary Principal – Jeanne Svobodny relayed the following: 1) Thanked the Board and school district for the support she received during the process of obtaining her doctorate degree. She gave a brief description of her dissertation; 2) Numerous reports were submitted in June and the Title I report would be submitted this week; 3) A representative from a playground equipment company will advise her on the space needed to install new equipment and where more rubber chips should be added to the playground; 4) The Summer Arts Camp started today, which is a highlight of summer for a lot of children; 5) Summer school starts for grades K-4 on July 22nd and runs for 4 weeks; 6) Also beginning is Project Start for preschool students needing an extra boost before kindergarten (they learn their way around the elementary building and learn the general routines); 7) The

math efficiency results are not to be made public at this time. Mrs. Svobodny felt that the 5th grade math scores will be down, partially because the test was significantly more difficult than in the past.

High School Principal – Todd Rowekamp relayed the following: 1) He attended the PLC Conference by Solution Tree which included 2,200 educators from around the world. He obtained great ideas for taking the high school Professional Learning Communities in the right direction this year; 2) Mr. Rowekamp will be in Sri Lanka for two weeks visiting his aunt who teaches for the US Dept. of State; 3) Science Instructor Brandi Pagel delivered her baby girl (Elizabeth) and her substitute will soon be hired; 4) The Physical Education Instructor position was reposted to obtain more applicants, and interviews will be held on July 23; 5) The state assessment results are embargoed until August 26.

District Feedback Forms

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

REPORTS

TSP Report

Jon Neubauer of TSP provided an update on the elementary roof leak. Right after the school year was over, the contractors proceeded to pull back the metal and found appropriate step flashing underneath. Mr. Neubauer's proposal was to open the walls on each side, and install additional flashing by tying it into a piece installed last year. The cost of this proposal is not to exceed \$7,500, using the same contractors as last year.

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to hire Key Builders to address the issue on the elementary roof at a cost up to \$7,500.

Mr. Neubauer also provided a pre-school facilities status update. Prior to the June Board meeting, TSP staff met with the Dover teaching staff, Supt. Klaehn, and Dr. Svobodny to discuss how the Dover building space was being used, concerns/positives about the space, and the preschool program needs. TSP then met with the Pre-School Task Force for further input and discussion.

There was apprehension with the ability of the preschool program to grow in the Dover building. He is in the process of sketching out a space for the program within the Dover building, and a comparison for the program to be located at another site. His report will include these facts:

- the roofing system is 15 years old and has continual problems
- the exterior brick walls need tuck pointing and will be a major expense (100% masonry restoration project)
- the chimney (not currently functional) is in severe deterioration and should be removed back to the roof line
- the radiator heating steam system is noisy, and it is difficult to obtain replacement parts
- there is only 200 amp service coming into the building which means lack of power (outlets) -- 600 or 700 amp service is required to increase electrical services within the building
- the handicap ramp coming into the building needs to be replaced within the next 5 years
- the report will include critical items versus programming items
- the state of the existing site in Dover will impact the decision regarding future facilities for the preschool program

Mr. Neubauer said that, during his review of the building, Dover Custodian Harry Zeitler was very helpful and provided important feedback.

Student Trip to Washington, DC

Advisor John Pittenger and students Dan Rother, Hannah Brown, and Bret Blattner gave a presentation about their trip to Washington, DC. Ten students attended with Mr. Pittenger and Mr. Alberto Vera. They visited Harpers' Ferry, the National Cathedral, the Smithsonian National Zoo, the White House, Arlington National Cemetery, the Roosevelt Memorial, the Jordan Embassy, and the Ford Theatre. They took a bike tour of the capital monuments, saw the changing of the guard at the Arlington National Cemetery, and had breakfast with Senator Franken on the last day of their trip. The students thanked the School Board for their support and the opportunity to share their experiences.

OLD BUSINESS

Second Reading and Approval of Policy Changes

A motion was made by Member Austinson, seconded by Member Hofschulte, and carried unanimously to approve changes to the following policies:

- 407 – Employee Right to Know – Exposure to Hazardous Substances
- 409 – Employee Publications, Instructional Materials, Inventions, and Creations
- 504 – Student Dress and Appearance
- 509 – Enrollment of Non-Resident Students
- 592 – Payment of Expenses for Extra-Curricular Activities
- 610 – Field Trips

Award Bakery, Dairy, Fuel and Snow Removal Bids

A motion was made by Member Andring, seconded by Member Nelson, and carried unanimously to award the bakery bid to Earthgrains.

A motion was made by Member Peterson, seconded by Member Andring and carried unanimously to award the dairy bid to Kemps.

A motion was made by Member Hofschulte and seconded by Member Nelson to award the fuel bid to Feils. A discussion ensued including whether or not to accept the base price or lock in the price for 12 months. Transportation Director Dustin Pagel advised that there was some concern with Greenway Coop fuel last year. Member Andring advised that the Purchasing Committee was recommending awarding the bid to Feils because of the price and quality of fuel. A vote on the motion carried unanimously.

A motion was made by Member Peterson to accept the bid from M&M, Inc. for snowing plowing at \$750 per event if there is no additional cost for push back or plowing of the Dover property. If the M&M bid does not include these two items, the awarding of the bid will default to the second bidder (Wigham). The motion was seconded by Member Austinson and carried unanimously.

Approve Construction of Sidewalk at HS/MS Facility

Supt. Klaehn advised that Transportation and Grounds Director Dustin Pagel had obtained prices for the proposed sidewalk. Mr. Pagel will talk to the contractor about the sidewalk elevation and slope to avoid pooling of water.

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to accept the quote from Bill McCann's Concrete for a sidewalk on the north side of the high school/middle school facility and concrete by the Fitness Center for a bike rack, at a cost of \$22,800.

The Board also discussed concreting the high school front entrance area from the garden south to the building wall. Member Johnson moved to concrete the area discussed at a comparable rate to the existing quote from Bill McCann. Mr. Klaehn and Mr. Pagel will work with the vendor to determine if a sidewalk should be included in the project. The motion was seconded by Member Austinson and carried unanimously.

Continue Building Security Consideration

Supt. Klaehn relayed that 45 responses were received from his survey about additional security measures being considered. He advised that he has also done additional research and met with office staff where it was determined that no additional staffing would be needed when the system is first installed. He and Supt. Gary Kuphal will seek input from schools that have similar security plans.

Member Andring advised that St. Charles Schools will not be adding additional security measures. Mr. Andring felt there was no need to place security measures in the Dover building until the continued use of the building is known. He recommended a first, simple step at all 3 buildings of having the office staff occasionally monitor the front door cameras. Mrs. Hofschulte recommended adding signage indicating the areas were being videotaped.

Mr. Pagel felt that, should additional measures be installed, it be done in October so as not to interfere with the start of the school year.

This item will be on hold until Board members can obtain more information at the Minnesota School Board Association Summer Conference.

Supt. Klaehn advised that, no matter what the Board decides to do, we will likely be occupying the Dover building for two more years and recommended that security measures in that building be included in any upgrades.

NEW BUSINESS

Approve 2013-14 Handbooks

A motion was made by Member Nelson, seconded by Member Hofschulte, and carried unanimously to approve the following handbooks with additional changes recommended:

High School Handbooks – Student, HS/MS Staff, One-to-One Laptop

Elementary Handbooks – Student/Parent, Staff, Paraprofessional, SACC

Middle School Handbooks – Student

Athletics Handbook – Athletics & Activities, Coaches' Handbook

Football Coaching Position

Activities Director John Ostrowski relayed the rationale for adding an additional football coach to our staff this fall (student safety - concussions, game information, quality assistant, increasing numbers, game night management, etc.). Supt. Klaehn suggested the Board approve an additional football coach, and said that job descriptions of all five coaches would be provided at the August Board meeting.

A motion was made by Member Johnson and seconded by Member Nelson to add a football coach. A roll call vote was taken with the following voting in favor: Nelson, Austinson, Pagel, Johnson, and Hofschulte. Those voting against the same: Andring and Peterson. The motion carried 5 to 2.

Fundraiser Request

A motion was made by Member Hofschulte, seconded by Member Nelson, and carried unanimously to approve the Football Team fundraiser request to sell cookie dough August 12-19.

Accept Resignation/Retirement

A motion was made by Member Andring, seconded by Member Hofschulte, and carried unanimously to accept the resignation/retirement of PAULA FERRIER effective June 11, 2013. Supt. Klaehn said that Mrs. Ferrier went out in "Paula style" -- without any fanfare. He also said, "Her 34 years of service to the district is certainly noteworthy!"

Consent – Accept Resignations

A motion was made by Member Austinson, seconded by Member Nelson, and carried unanimously to accept the following resignations: 1) SAMANTHA LOOMIS as Assistant Dance Coach; 2) CHAD OHL as C Football Coach.

Consent – Hires

A motion was made by Member Hofschulte, seconded by Member Johnson, and carried unanimously to hire the following individuals: 1) DAVID OTOMO as C Football Coach; 2) KIMBERLY SCHLUETER as additional Look at Me I'm 3 Instructor; 3) TINE DONAHUE as Social Studies Instructor; 4) STEVEN MOERICKE as Science Instructor.

Consent - Accept Donations

A motion was made by Member Hofschulte, seconded by Member Austinson, and carried unanimously to accept the following donations: 1) Baseball – \$1,491.45 from BRAD WICK; 2) Sharpshooters Basketball – \$250 from TONY SCHWARTZ of TS CONCRETE, \$250 from SUSAN and DANA HAAKENSEN of HAAK & SONS, and \$200 from CRAIG AUSTIN; 3) Elementary – \$250 from ELIZABETH & MALCOLM MCINTOSH.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) He invited the Board members to participate in the Eyota Days Parade on Sat., July 20; 2) The theme of the Minnesota School Board Association Summer Conference on Monday, August 5th is school security. Board Members Johnson, Pagel, Nelson and Austinson indicated they would attend; 3) Mr. Klaehn advised that he and

Chair Ron Pagel would attend a workshop on July 16th about the 2014-15 Revenue / Local Tax Implications. The new legislation for 2014-15 will result in the Board making some financial decisions; 4) He and John Ostrowski continue to discuss with St. Charles each track team's needs and will bring a recommendation to the Board in August or September; 5) Supt. Klaehn reminded the Board of their retreat on Thu., August 22nd beginning at 6:00 PM; 6) Through the Minnesota Association of School Administrators, he completed his first year of mentoring Pine Island Superintendent Tamara Berg-Beniak, and will begin mentoring the new Medford superintendent, Rich Dahman.

Board of Education Committee Reports & Communication

Andring – Member Andring congratulated Paula Ferrier and said, “Thirty-four years is a good feat. She has sound character and is looking forward to being a grandmother.” Some of the decisions that the Purchasing Committee must make are not always “black and white,” but they try to do their best. The Negotiations Team will be meeting on July 18th. Mr. Andring ended his report by congratulating Jeanne Svobodny on obtaining her doctorate degree and added, “Thanks to DE, I have 5 children with master degrees.”

Nelson – Mrs. Nelson congratulated Dr. Jeanne Svobodny on her accomplishment and added, “It is a huge undertaking.” She also congratulated Mrs. Ferrier and said, “She was my physical education teacher in high school.” Member Nelson attended her first Purchasing Committee meeting that evening and would be attending a Policy Committee meeting on July 24th.

Austinson – Mrs. Austinson relayed that as a Crisis Committee member, she was looking forward to attending the MSBA summer seminar. She also congratulated Dr. Svobodny and added, “I know how you must feel – enjoy it.” Member Austinson congratulated Paula Ferrier and said, “She introduced my son to baseball through t-ball many years ago. She is always passionate about what she is doing and always smiling. She is a really neat lady.”

Peterson – Member Peterson congratulated Dr. Svobodny for obtaining her doctorate and Paula Ferrier for her many years of service. He also relayed that the bid opening by the Purchasing Committee went well, and that a teacher negotiations session is scheduled for July 18th.

Johnson – Mr. Johnson congratulated Mrs. Svobodny and added, “I am sure it is a great relief (to get it accomplished).” He also congratulated Mrs. Ferrier on her retirement and said, “She was a great asset and provided a great service to the district.” Regarding the additional football coaching position approved earlier in the meeting, he said, “Sometimes at games it looks like things are barely being monitored so, no doubt, more help is needed from what I saw and has been appropriate for some time.”

Hofschulte – Regarding her vote for an additional football coach, she indicated she voted for it “with hesitation” due to the timing of the request. Mrs. Hofschulte congratulated Dr. Jeanne Svobodny and thanked Mrs. Ferrier for “a lot of dedication that we do not find much anymore.” She said that hearing from the students who went to DC was “awesome” and, “It gives the students far more than what we can give them and I am proud to be part of that.” The Southeast Service Cooperative online textbook initiative is currently on hold until someone comes forward to do the work. The SSC is working on expanding their meeting spaces, and offers a price comparison website for staff to obtain the best price between the major chain stores.

Pagel – Chair Pagel congratulated Principal Svobodny and thanked Mrs. Paula Ferrier for her dedication to the district. He relayed that the Hiawatha Valley Education District is working on layout designs for their new facility in Dover and working through negotiations. The HVED has also had a “rash” of resignations in last 3 weeks as the Rochester School District has designated more money into their special education programs and is drawing neighboring teachers.

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to adjourn the meeting at 10:34 PM.

Julie Austinson, Clerk
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