

# REGULAR BOARD MEETING MINUTES

Monday, May 13, 2013

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:09 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 Principal Todd Rowekamp, Principal Jeanne Svobodny, Curriculum Director Jane Johnson, Business Manager Gary Betcher, Assistant Principal/Activities Director John Ostrowski, Administrative Assistant Chris Berg, Mark Allen, Alicia Anders, Brent Anders, Kyria Anders, Susan Anderson, Jake Borst, Greta Braun, Josh Braun, Tara Braun, Paula DeRouin, Sam DeRouin, Lexie Heins, Ron Heins, Brandon Jech, Michele Jech, Elle Johnson, Rochelle Johnson, Amy Krier, Bill Lisser, Abby Littlefield, Elizabeth Littlefield, Hannah Schepp, Julie Schmidt, Luke Speltz, Naomi Speltz, Matt Stellpflug, Peggy Swenson, Brian Todd, Terry Waletzki, and Dayna Winkels.

The Pledge of Allegiance was recited.

## Approve the Agenda

Superintendent Klaehn asked that hire Item 12e, 4 (Milo Mathison) be removed from the agenda and that a closed session be added before adjournment.

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

## Visitors to Address the Board

Dayna Winkels expressed concern that her husband was not considered for the Assistant Football Coach position. Terry Waletzki said there was a lot of support in the community for Mark Winkels as Head Football Coach and he believes that some students will not come out for the sport because of the Assistant Football Coach being hired. Supt. Klaehn advised that the Board-approved hiring process was used as always, and that a committee considered all the candidates and made a recommendation.

## Board Minutes

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to approve the April 8, 2013 Board Meeting Minutes.

## Regular District Bills

With Member Andring abstaining, a motion was made by Member Johnson, seconded by Member Hofschulte, and carried unanimously to approve the Regular District Bills totaling \$160,824.96.

## Special District Bills

With Member Andring abstaining, a motion was made by Member Johnson, seconded by Member Austinson, and carried unanimously to approve the payment of the Special District Bills totaling \$96,369.08.

## Treasurer's Report

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,085,002.16 and the April electronic transfers.

## **RECOGNITIONS**

Art Teacher Julie Schmidt introduced the Elementary Artists of the Month and explained their art as they displayed them for the School Board. The Artists of the Month were Greta Braun, Kyria Anders, Wyatt Drenckhahn (absent), Ashley Littlefield, Elle Johnson, Lexey Heins, Luke Speltz, and Sam DeRouin. Principal Jeanne Svobodny stated, "Mrs. Schmidt also teaches keyboarding and we are lucky to have her on our staff."

Principal Todd Rowekamp relayed that a group of students from Ms. Schuette's Anatomy & Physiology class competed at the University of Minnesota and brought home the top trophy of a Golden Femur. (Two of the students gave a presentation to the Board during Mr. Rowekamp's Cabinet Communications.)

Gifted & Talented Director Jane Johnson recognized the Academic Triathlon team that went to state competition. Team members who ranked 4<sup>th</sup> at Woodbury MN were Kylie Clark (5<sup>th</sup> grade), and 6<sup>th</sup> graders Taris Seisler, Nikaya Ruggeberg, Maddie Golish and Carly Mauseth. She also recognized Coach Jenny Gunter and her husband Jeff Gunter.

## **CABINET COMMUNICATIONS**

Elementary Principal – Jeanne Svobodny relayed the following: 1) Indicated that she hoped to offer an additional Look at me I'm 3 class next year to service students currently on the waiting list. The class would be held on Wednesday and Friday mornings; 2) The Report Card Committee continues to work on a standards based elementary report cards that will provide more in-depth communication on how the students are performing; 3) Last week the staff was honored and every morning an Elementary Student Council member read a poem or said something over the intercom to start the day. Last Wednesday was also School Nurse Appreciation Day; 4) Mrs. Svobodny invited the Board to all of the upcoming events including the 5<sup>th</sup> Grade Graduation on Tuesday, June 4<sup>th</sup> at 1:15 PM and the 5<sup>th</sup> Grade Musical on Thursday, May 23 at 7 PM.

High School Principal – Todd Rowekamp relayed the following: 1) The month of May means graduation season, which is coming up soon and he asked which Board members wished to participate in the graduation ceremony; 2) Mr. Rowekamp said that the spring musical was "phenomenal." The Drama students did an "amazing job" and the amount of music they needed to memorize was "incredible;" 3) The Band and Choir both performed very well at the Small Group Music Contest and received a lot of superior ratings; 4) Seven students from DEHS submitted entries in the Minnesota Art Show and received several superior and excellence ratings; 5) He had assisted setting up the Post Prom activities and saw first hand the "amazing" effort and time the parents put into the event; 6) Twelve National Honor Society members recently visited Arbor Garden residents. They met a 99 year old gentlemen who graduated from Eyota High School 80 years ago; 7) Because the seniors were not taking the MCA tests, they were allowed to arrive later in the morning for two days. On the third day, they came on time in order to hear Mrs. Michelle Williams, a former graduate and mortgage expert from Wells Fargo, relay advice about credit scores, credit ratings, and credit cards; 8) Mr. Rowekamp introduced Grace Hammel and Haley Heinz who explained the Anatomy & Physiology project they presented at the University of Minnesota state competition. The project was about Type II diabetes, Atherosclerosis, diet and exercise. Grace said the competition was "fun but intimidating." The team won the highest honor -- the Golden Femur Award.

### District Feedback Forms

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

## **REPORTS**

### First Reading of Policy Revisions

Supt. Klaehn advised that the Policy Committee held its first meeting and was bringing forward some policy revisions:

- 213 – School Board Committees
- 502 – Search of Student Lockers, Desks, Personal Possessions and Student's Person
- NEW 580 – Wednesday Evening Activities
- 595 – Academic Lettering

He recommended the Board discuss the Wednesday Evening Activities Policy. He explained that the policy puts in writing what is currently being followed in regard to Wednesday night activities. He added, "We are doing this to help area churches by making it clear to each coach that, if a student must leave early for church activities, they cannot be penalized." In winter, we must have early practice and late practice, and coaches have been agreeable and willing to let kids go early.

Member Andring said that he would not approve the policy until it included a timeframe that was compatible to the churches' schedules. He felt that the practices were being held too late in the evening and conflicted with religious activities.

Member Nelson felt comfortable having the procedures in policy form and said it will help parents and coaches abide by them.

Activities Director John Ostrowski said that not all schools follow a schedule on Wednesday nights to accommodate religious activities. He added that the 6 PM end time for the lower grades and 7 PM end time for the upper grades has been followed ever since he came to Dover-Eyota. Most varsity players are not affected by Wednesday church activities.

Member Austinson said that the policy also restricts any student activities in our facilities on Wednesday nights, including those that are not school related. She added, "The policy tells kids that church activities are important and we will work with them."

The Board will continue to share feedback with the administration during the upcoming month and the policy will return for a second reading at the June meeting.

#### Update on Elementary Building Leak

Jon Neubauer from TSP Architects relayed that they thought the water leak was fixed last fall. However, on April 10<sup>th</sup> Eyota had a driving rain and he was contacted by Elementary Custodial Director Wayne Ellringer to advise that there was ceiling staining. A small bit of water is coming in two corners and he proposed to postpone further exploration until the second week of June. He added that TSP has no concerns about flashing they installed last fall because it was installed outside of the brick line. The Board consensus was to wait until after school was out to continue further exploration of the water leak.

### **OLD BUSINESS**

#### Pre-School Task Force Recommendation

Supt. Klaehn advised that the Pre-School Task Force had held two meetings. They extensively discussed the pros (i.e., have their own space) and cons (i.e., security issues) of being in the Dover building and how Valley View Learning Center (VVLC) moving out of the building (after the 2013-14 school year) would affect any decisions to be made. The Task Force recommends that an architectural analysis be conducted for two options:

1. refurbish the Dover building to better suit the needs of the district's pre-school programs;
2. construct a new facility to house the pre-school programs in proximity to the Eyota Elementary building.

The Task Force would like to meet with the architectural firm in the early stages of its work to provide input and address questions that have been raised during the work of the Task Force.

Chair Pagel stated that the Board had previously discussed having to seek bonds to do any project in the Dover building and also discussed whether it is in the best interest of the public to spend money in the building.

Supt. Klaehn felt that the Board needed to take the next step of getting projected cost analysis (renovation versus new building) in order to know in which direction to proceed. He advised that there would be some type of negative effect on the budget (probably minor) with the loss of the VVLC rent. He felt that the Board would also soon need to make a decision about the building roof.

Mr. Klaehn will work with Mr. Neubauer to develop the parameters of the scope of the work and talk with Ehlers & Associates about the financial aspects of such a project.

#### Administrative Recommendation for Snow Days Six, Seven and Eight

Supt. Klaehn said that moving any part of the 2012-13 teacher work year into 2013-14, as determined at the April Board meeting, requires a Memo of Understanding.

- Snow Days 1,2,3 were covered in the master agreement and the teachers made up the time
- Days 4 & 5 were rescheduled
- Snow Day 6 - work a full day on Monday, June 10 (inservice in morning, check out in afternoon)
- Snow Day 7 – forgiven
- Snow Day 8 – work a full day either Tuesday, June 11 or Thursday, August 29 (combination of work time and other activities/outcomes)

The Dover-Eyota Education Association has agreed to this Memo of Understanding. Staff who were new this fall would probably be exempt from the Thursday, August 29 workshop.

A motion was made by Member Nelson, seconded by Member Austinson, and carried unanimously to adopt the Memo of Understanding regarding teachers making up Snow Days 6, 7 and 8, as a follow up to the Board's action in April, and also state that students will not have to make up any additional snow days.

### Second Reading and Approval of Policy Revisions

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

709 – Student Transportation Safety

904 – Distribution of Materials on School District Property by Nonschool Persons

### School Year 2013-2014 Update

Supt. Klaehn advised that approval of the final budget will be brought forward at the June meeting. He provided a few items that may be included in that budget:

- offer an additional Look at Me I'm 3 class
- assign a current staff member to a Special Education Administrative Assistant position to relieve teachers from some documentation duties
- consider the addition of the "Action 100 Book Challenge" for students in grades kindergarten through two, after obtaining input from the elementary teaching staff

### School Security Direction

Supt. Klaehn advised that more sirens and strobes have been installed, and door locks have been upgraded. He recommended that each of the three buildings should have buzz-in restrictions and asked the Board if they wanted formal proposals for these upgrades. The discussion included the need to prevent individuals from propping other doors open, the initial installation expense not being as great as the monitoring expense, increasing and or improving the current camera system instead, and providing entrance cards to certain individuals (i.e., service personnel).

Member Hofschulte felt that buzz-in system provided a false sense of security if it only applied to one set of entry doors on the building.

Member Austinson felt that a buzz-in system would slow people down and minimize what could possibly happen. She added, "Yes it is a bandage, but it is the peace of mind that we tried to do what we could."

Chair Pagel said the district shouldn't do these improvements just because other schools are doing them; rather, "it should be our culture."

Supt. Klaehn sought direction from the Board whether or not to explore the possibility of having all front doors secured by buzz-in capabilities.

A motion was made by Member Austinson, seconded by Member Peterson, and carried unanimously to direct the administration to investigate security options for all three school buildings and provide the Board with proposals and quotes. A roll call vote was taken and the following voted in favor: Andring, Nelson, Austinson, Pagel, Peterson and Johnson. Those voting against the same: Hofschulte. The motion carried 6-1.

## **NEW BUSINESS**

### Grant Diplomas to the Class of 2013

A motion was made by Member Peterson, seconded by Member Andring, and carried unanimously to grant diplomas to the Class of 2013 (Attachment A).

### Maternity Leave Request

A motion was made by Member Hofschulte, seconded by Member Johnson, and carried unanimously to approve the maternity leave for BRANDI PAGEL beginning the 2013-2014 school year (August 26, 2013) and returning October 21, 2013.

### Accept Resignation / Retirement

A motion was made by Member Peterson, seconded by Member Nelson, and carried unanimously to accept the resignation/retirement of DOUG YOST at the end of the school year, after serving the district for 33 years.

### Consent – Accept Resignations

A motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to accept the following resignations: 1) JULIE THEEL as LRP Bus Route Driver; 2) DAVE HEDIN as Van Route Driver; 3) MELANIE MUNROE as B Volleyball Coach.

### Consent - Hires

A motion was made by Member Andring, seconded by Member Hofschulte and carried unanimously to hire the following individuals: 1) JENNA CLARK as 1<sup>st</sup>-2<sup>nd</sup> Grade Instructor beginning the 2013-14 school year; 2) MEREDITH DIETZ as part-time Spanish Instructor beginning 2<sup>nd</sup> semester of the 2013-14 school year; 3) RICHARD ZEITLER, JR. as LRP Bus Route Driver; 4) ABBIE HUIBREGTSE as Varsity Dance Coach; 5) Summer School Teachers – JILL MAGNUSON, CHRISTINE KOBS, and LINCOLN GERGEN; 6) Summer School Instructional Assistants – MELANIE KEEFE and ERIN HUCKLEBERRY; 7) Summer Adult SACC Workers - KAREN FIESELER, MARCY ABLIN, and AMBER ALLEN; 8) Summer Student SACC Worker – TYLER FERSON.

A motion was made by Member Johnson to approve the hire of BRIAN HARRIS as Varsity Football Coach and DAN VRIEZE as Assistant Varsity Football Coach. There was no second to the motion.

A motion was made by Member Andring, and seconded by Member Peterson to table until the June meeting the hire of BRIAN HARRIS as Varsity Football Coach and DAN VRIEZE as Assistant Varsity Football Coach.

Member Johnson stated, "Our role is not to be part of the hiring committee, we set up and are overseers of this process. We should trust the members of the staff to use the process and make recommendations."

Chair Pagel said, "As a Board, we hire administrators to bring forth recommendations for filling positions. We must be cautious not to become the interviewing committee. I recognize the contention in the room about the decision to hire. We do not want to completely undo that process, just make sure the process was done correctly."

Supt. Klaehn said that the Board, by law, is not allowed to discuss personnel or candidates at a public meeting. He asked the Board what actions they wanted him to take before the June meeting. The Board wished to have clarity in the hiring process.

A roll call vote on the motion resulted in the following voting in favor of tabling the hire of Brian Harris and Dan Vrieze: Andring, Nelson, Austinson, Pagel, Peterson, and Hofschulte. Those voting against the same: Johnson. The motion carried 6-1.

### Consent - Accept Donations

A motion was made by Member Andring, seconded by Member Hofschulte, and carried unanimously to accept the following donations: 1) High School -- \$135.11 from KWIK TRIP donators; 2) Elementary -- \$1,847.60 from donators to GENERAL MILLS Box Tops for Education; 3) Close Up – \$150 from the EYOTA AMERICAN LEGION AUXILIARY, \$500 from DOVER FIREFIGHTER RELIEF ASSOCIATION, and \$500 from the EYOTA AMERICAN LEGION.

## **HEARING OF REPORTS**

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) John Ostrowski and Gary Franzen had suggested allowing concessions and food in the gym and eliminating selling pop in cups. When the high school gym was originally built, there was a maintenance recommendation (not a warranty) that a new gym floor should not have a lot of water on it for five years. Thus, food and beverages were restricted from the gym. The Board consensus was to allow concessions and food in the gym on a trial basis; 2) Mr. Klaehn reminded the Board of their possible participation in the upcoming Gopher Count Parade on June 20 and Eyota Days Parade on July 20.

### Board of Education Committee Reports & Communication

**Andring** – In regard to Doug Yost's retirement he said, "Thirty-three years is fantastic! All of my children had him as a teacher and still talk about him. Thank you, Doug!" Mr. Andring also noted all of the groups who were doing "wonderful things." He relayed that he really enjoyed the musical put on by the high school Drama Club.

**Nelson** – Mrs. Nelson relayed that the Policy Committee had met and brought forward revised policies for Board consideration. She thanked Mr. Yost and added, "He was my teacher and my children's teacher. I have grand memories of him helping me and I thank him." Member Nelson recently attended a Minnesota School Board Association Phase III Training and said, "All of the Phase trainings have been so valuable to me."

**Austinson** – Mrs. Austinson was advised that a Crisis Committee meeting was scheduled for 8:30 AM on Monday, June 17.

**Peterson** – Mr. Peterson relayed his appreciation and congratulations to Doug Yost and wished him the best in his retirement. It was Member Peterson's expectation that the Dollars for Scholars Committee would soon meet. In regard to negotiations with the Dover-Eyota Education Association, he relayed that the Board Negotiations Committee had met with them twice and that meetings would continue. Mr. Peterson ended his report by congratulating the graduating Class of 2013.

**Johnson** – Mr. Johnson congratulated the graduates and added, "It is always a great time of year seeing the kids go off to other challenges." He also congratulated Doug Yost on a "great career." He added, "All of my kids had Doug as a teacher and his coaching skills were also a welcome addition. He contributed in a lot of ways." In regard to the concern earlier in the meeting about hiring the football coaches he said, "I don't see anything than what normally happens (when hiring) and both are qualified individuals. I am concerned about individuals that are qualified to do the job suddenly being questioned."

**Hofschulte** – Mrs. Hofschulte congratulated Doug Yost on 33 years of service and said that it was a "great accomplishment." She also congratulated the senior class. In regard to legislation, she relayed that they were working on the state budget. The Early Learning Council was also working on their budget. Member Hofschulte will be unable to attend a Wellness Committee meeting due to it conflicting with a Southeast Service Cooperative Board meeting. The SSC is hiring a new Technology Integrationist to work one-on-one with a staff member, or be an extra hand for a school's technology department. Mrs. Hofschulte ended her report by sharing a Community Education flyer with the Board members.

**Pagel** – Member Pagel advised that the Hiawatha Valley Education District was moving forward to purchase a building in Dover. In regard to the Three Rivers Conference, he relayed that LaCrescent would join the conference starting the Fall of 2014. Mr. Pagel ended his report by congratulating Doug Yost for 33 years of service to the district. He added, "He has been a teacher and mentor and leaves us with a lot of good memories."

At 9:55 PM, a motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to end the regular meeting.

#### **CLOSED SESSION**

At 10:15 PM, a motion was made by Member Hofschulte, seconded by Member Peterson, and carried unanimously to call a closed session. At 10:55 PM, a motion was made by Member Austinson, seconded by Member Johnson and carried unanimously to end the closed session.

#### **ADJOURNMENT**

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to adjourn the meeting at 10:56 PM.

Julie Austinson, Clerk  
cb

## Class of 2013

First	Middle	Last	First	Middle	Last
Richard	Earl	Alexander	Elaine	Patricia	Macon
Christine	Willa	Arndt	Abby	Marie	Mallek
Andrea	Ellis	Arnold	Brady	Jeff	Miller
Gerard	Jacob	Arnold	Kristin	Michelle	Miller
Isaac	Alan	Arnold	Megan	Joy	Nelson
Benjamin	Thomas	Badker	Destiny	Minh	Nguyen
Brett	Michael	Blattner V	Brianna	Carol	Olson
Lyle	Arthur	Boe	Ashley	Marie	Osten V
Katelyn	Mary	Boettcher	Jordan	Michael	Patzner
Brady	Tyler	Boynton	Sarah	Caitlin	Pease
Seth	Thomas Alaka'i	Brandt	Benjamin	K	Peda
Hannah	Marie	Brown V	Sierra	Mercedes	Peters
Ben	Franklin	Bunge	Trevor	James	Peterson
Ahna	Elizabeth	Buntrock S	Tiana	Nicole	Pike
Joel	Raymond	Chapman	Brooke	Marie	Powrie
Alexander	James	Courson	Nikayla	Corinne	Ratz
Brittany	Lee	Davidson	Samuel	W	Reinecke
Alissa	Kay	Dean	Jon	Randal	Renken
Trisha	Mae	Dietz	Nicholas	Steven	Rigotti
Jordan	Dale	Donlinger	Cassidi	Maye	Robertson
Carley	Rae	Erickson	Emma	Joy	Rosenbush
Tyler	James	Ferson	Daniel	Jay	Rother
Elizabeth	Abigail Mae	Forsman	Jordyn	Marie	Sanders
Madilyn	Leigh	Frisch	Jessica	Leigh	Schreier V
Sierra	Rose	Getchell	Gabrielle	Nicole	Schwartz
Nicole	Marie	Groski	Joshua	Michael	Seibert
Brian	Edwarde	Hall	Jessica	Teagan	Simes
Joshua	William	Hall	Jared	Roger	Smith
Grace	Elizabeth Rachel Lydia	Hammel V	Elizabeth	Ann	Sorensen
Douglas	Shane	Hansen	Timothy	Scott	Stellpflug
Karl	Lee	Haverly	Harley	Marie	Stevens
Lukas	Ronald	Heins	Abigale	Alisha	Teed
Haley	Lynn	Heintz	Cassandra	Jean	Tiedemann
Collin	Andrew	Hershey	Morgan	Shae	Trester
Holly	Ann	Hintermeister	Jacob	Mitchell	Trom
Krista	Louise	Horn	Rachel	Nicole	Wegman
Megan	Leigh	Ihrke	Madison	Maria	Welsh
Coltan	August	Jacobson	Samuel		Wick
Alexander	Robert	Jech	Haley	Mae	Wiederhoef
Justin	Cole	Johnson	Abigail	Marie	Wilke
Michaela	Victoria	Johnson	Alexander	Nicholas	Williams
Andrew	William	Jones	Alyssa	Brooke	Wooner
Devin	Joelle	Jorde V	Lindsey	Marie	Zeitler
Michael	Thomas	Keller			
Sara	Joy	Knuth			
Kathryn	Christine	LaValle			
Adam	Gerald	Lehnertz			
Elizabeth	Ann	Lewis			
Arik	Robert	Littlefield			
Logan	Patrick	Luker			