

REGULAR BOARD MEETING MINUTES

Monday, April 8, 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 Rieke, Student Board Member Hannah Brown, and Superintendent Bruce Klaehn. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Curriculum Director Jane Johnson, Technology Director Bryan Berg, Community Education Co-Coordinators Jennifer Horman and Susan Keller-Schaefer, Administrative Assistant Chris Berg, Ryan Anderson, Heather Gellersen, Coltan Jacobson, Bill Lisser, Brianna Olson, John Pittenger, Terry Sinn, and Brian Todd.

The Pledge of Allegiance was recited.

Approve the Agenda

Superintendent Klaehn asked that Item 13 – Boys' Basketball Fundraiser Request be added to the agenda.

A motion was made by Member Peterson, seconded by Member Rieke, 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 Andring, seconded by Member Nelson, and carried unanimously to approve the March 11, 2013 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 \$354,654.90.

Special District Bills

With Member Andring abstaining, a motion was made by Member Rieke, seconded by Member Johnson, and carried unanimously to approve the payment of the Special District Bills totaling \$90,887.82.

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 \$3,117,320.19 and the March electronic transfers.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp relayed the following: 1) He was proud of the student service activities completed in the past month, including the seniors helping the elementary students package high-nutrition meals during the Food for Kidz event; 2) The Louder On Line program was something the administration brought to Katie Johnson and the Peer Helpers to focus on cyber bullying and social media issues. He added, "They took it and ran, and did a fantastic job." In addition, when hearing that the Logan family (who presented during LOL week) lost most of their business due to a fire, our students collected nearly \$1,000 for them; 3) Mr. Rowekamp relayed that 6 students were officially signed up and submitted their deposit to go on the Spanish Trip to Costa Rica the Spring of 2014; 4) Middle school and high school students participated for the second year in the Model United Nations event; 5) Mr. Rowekamp offered his congratulations to our first Robotics Team who placed 50th in their competition, which included disappointments and successes. Many of the students are looking forward to competing next year. He extended appreciation to Advisor Ben Joslin, and community volunteers Jeff Gunter and Steve Bowen who put in many hours of work getting the team ready for competition; 6) The Knowledge Bowl team gave a fantastic performance at their regional competition even though they were moved from Tier A to Tier AA

(consisting of larger schools) because of weather issues; 7) Study parties are scheduled for 11th graders wishing to hone their skills for the upcoming MCA tests; 8) Band Instructor Ryan Anderson provided details about the United States Grammy Foundation grant program to which the Band applied. Last year, the Band was selected to compete out of 6,000 schools nationwide and this year was selected 1 of 125 in excellence in music education. Top schools that won included Naperville, IL (a well-to-do neighborhood), and Flower Mount, TX (a very large school). Applying for the grant has proven to be a motivator for the students and given them a sense of pride in being nominated. He added, "It doesn't matter if we win – the kids worked their tails off meeting expectations." This has also been a good public relations piece for the DE Band. Mr. Anderson ended his report by saying that every senior Band member going on to a four-year school will play in their college band.

Elementary Principal – Jeanne Svobodny relayed the following: 1) The elementary school won the Silver Award in the Healthier US School Challenge supported by Michelle Obama and the Let's Move! program. The Student Council wrote to Mrs. Obama inviting her to visit when they celebrate the first week in May. Mrs. Svobodny extended kudos to Food & Nutrition Director Carrie Frank and the elementary physical education teachers Eric Aeschlimann, Holly Callahan and Paula Ferrier for their efforts in emphasizing physical fitness and good nutrition; 2) The Kindergarten Registration Night was not well attended and the elementary is brainstorming on how to encourage higher attendance next year. Elementary Secretary Marlys Tritten spent considerable time contacting families that did not attend; 3) The Food for Kidz event was very successful again this year. She and Carrie Frank gave presentations to classrooms before the packaging day to prepare them for the event. She thanked Mrs. Frank for organizing the event and obtaining donations; 4) Mrs. Svobodny publically thanked Mrs. Julie Gettler, who was retiring at the end of the school year, for 34 years of service to the district. She added, "She has been an integral part of the school and staff. She has a fun sense of humor and is very vivacious! Mrs. Gettler has taught reading to a lot of students and opened their eyes to the world of books;" 5) Upcoming events include the first and second grade music program on Wednesday, April 17th, gearing up for testing this month, and completing several reports that are due.

District Feedback Forms

Supt. Klaehn relayed the District Feedback Forms received.

STUDENT BOARD MEMBER COMMUNICATIONS

Student Board Member Hannah Brown relayed the follow: 1) Performances of the musical "Into the Woods" will be held April 26-28. The musical is funny, yet a "dark version" of the Grimm fairy tale and is recommended for students who are slightly older; 2) The seniors enjoyed working with the elementary students during the Food for Kidz event. Hannah is hoping that future senior classes will arrange more interactions with elementary, middle school and high school students; 3) Anatomy students enjoyed their trip to the Science Museum of Minnesota where they saw preserved cadavers. Their experience helped them with a muscle test they took the following week; 4) The Microbiology class went to Mayo where they used real-life lab equipment to suture blood vessels; 5) Due to the number of snow days, the students are now hoping for school instead of no school; 6) The Knowledge Bowl team was moved up a tier prior to the sub regional competition due to bad weather. The team went on to place 10th in subregionals and advanced to regionals where they placed 4th. Ms. Brown thanked Principal Rowekamp and Superintendent Klaehn for their efforts in trying to get the team on to state competition; 7) The Peer Helpers did a really good job with the Louder On Line activities and the students felt that the Logan family presentation was very beneficial; 8) She will be attending the Close Up trip with other seniors May 11-15; 9) The seniors are looking forward to their night out (boat trip) and graduation.

REPORTS

First Reading of Policy Revisions

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

- 904 – Distribution of Materials on School District Property by Nonschool Persons
- 610 – Field Trips
- 709 – Student Transportation Safety

The second reading and possible approval will be held at the May 13th Board meeting.

Summer Community Education

Community Education Co-Coordinators Jennifer Horman and Susan Keller-Schaefer advised the Board of Summer activities they are working on.

- A Boundary Waters canoe field trip will be led by Kelly Schuette (D-E Science teacher) and her brother Patrick Schuette, both of whom are EMS Wilderness trained, science teachers, and very experienced in wilderness travel with youth. The two instructors will take approximately six girls and six boys on the trip. The students will be fully outfitted for the cost of \$400 each (packs, canoes, food, etc., everything except clothing).
- A Summer of Service (SOS) type class will be offered during July, giving students in grades 4-8 an opportunity to provide services for the community within walking distance of the school and possibly a trip. They are also hoping to provide a global experience for the students and are seeking input to accomplish this (i.e., collect books to send to other countries, collect and send items to military personnel, etc.).
- They are planning to offer more classes/camps; dance, volleyball, basketball, football and possibly wrestling camps this summer.

E-Textbooks

Curriculum Director Jane Johnson provided background information about the 5-6 years of online material use by DE staff, including the Reading Street Program and Math Expressions program. We are also using books in Science 7, 8 and 10, Social 7, and Spanish that come with an online version for each student. Mrs. Johnson and Technology Director Bryan Berg are studying more reasonable and up-to-date ways to obtain electronic textbooks and materials.

Mr. Berg advised that on March 12th, there was a regional meeting for districts interested in collaboratively developing e-textbooks and online learning courses for 8th grade Social Studies. He and Mrs. Johnson are members of the advisory committee who will set up a collaboration of southeastern Minnesota schools to develop online textbooks. The Southeast Service Cooperative is working with the committee to oversee the Southeast Minnesota FlexBook Development Consortium. The Consortium plans to have 10 districts pay \$2,000 each and submit the names of interested teachers by May 1st. The advisory committee will select the four teachers to work with a writing consultant and a curriculum advisor to develop the textbook. The goal is have the project done by August 1st so that individual teachers can develop a curriculum to use this fall.

OLD BUSINESS

Close Up Final Trip Approval

Mr. John Pittenger made the School Board aware of changes in the trip. This year they had planned to do a traditional trip with the Close Up Foundation until they found out the cost per student would be \$1,800. In order to salvage the trip, he and Mr. Alberto Vera researched leading the trip themselves and found they could reduce the cost per student down to \$880. This includes airfare, lodging and renting two vehicles to transport students to various sites and activities. The revised trip would also mean the students and staff would miss 2 less school days.

A motion was made by Member Rieke, seconded by Member Andring, and carried unanimously to grant final approval for the Close Up trip to Washington, DC, May 11-15, 2013.

Band Final Trip Approval

Band Instructor Ryan Anderson advised that 65 students and 8 adults were scheduled to attend the Band trip to Florida in June.

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to grant final approval for the Band trip to Orlando, Florida, June 21-28, 2013.

Sixth 2012-2013 Snow Day

Supt. Klaehn advised that the Administrative Team had discussed and received input from staff regarding making up the sixth snow day. Their recommendation was that students not make up the day, but have staff make up the final contract day in the fall.

A motion was made by Member Andring and seconded by Member Austinson to not have the students make up the sixth snow day and any additional snow days should they occur, and have the staff make up the sixth snow day in the Fall of 2013 as recommended.

A Board discussion ensued and included the following:

- What standard is the district trying to meet?
- Can making up two snow days be justified but not a third?
- Making up the third day on Fri., June 7 will affect things already planned such as the marching band using the Winona State field (which involves 65 students), the final test schedule, summer plans made by parents/students/staff, etc.
- What about lost instructional time?
- Is the last day of school a “non-teaching” day and not a valid instructional day?
- Student/teacher contact time is important, but it has been an unusual year for bad weather.
- There have been many years when there have been no snow days.
- Should we have designated the day after Easter as a potential snow make up day?
- Should additional minutes be added to the remaining student contact days to make up instructional time?

A roll call vote was taken on the motion to not have the students make up the sixth snow day and any additional snow days should they occur, and have the staff make up the sixth snow day in the Fall of 2013 as recommended. Those voting in favor: Andring, Nelson, Austinson, Pagel, and Johnson. Those voting against the same: Rieke and Peterson. The motion carried 5 to 2.

2013-14 Calendar – Early Outs / Late Starts / One Changed Date

Supt. Klaehn advised that two changes were being recommended for the 2013-14 Calendar:

- SEMLAC moved the Common Inservice from September 23 to October 21.
- Add a one-hour Late Start every Wednesday for staff collaboration (Professional Learning Teams).
 - School Age Child Care services will be expanded
 - paras will remain on staff for expanded SACC and for remediation or study halls
 - Learning Readiness Program classes will be adjusted to Monday, Tuesday, and Thursday and Look at Me I'm 3 classes adjusted to Wednesday and Friday
 - possibility of not offering morning brunch at the high school, which could result in higher breakfast participation
 - staff collaboration ties in with the future teacher evaluation requirement

Member Rieke Molly expressed concerns that, during the FLY conversations, the community expressed a desire to provide staff time for collaboration with other schools. Now we are having only one Common Inservice and the proposed late starts will be collaboration only within our own staff.

Supt. Klaehn explained that the schools we had been collaborating with had different needs than we did and that there has been some disconnect as a result.

Member Andring relayed that, at Meet & Confer, the teachers felt that the second common inservice was not beneficial to them for that very reason. He felt that there would be a lot of positives to a one-hour late start, but he was not convinced that this was the time to initiate such a move.

A motion was made by Member Rieke to move the Common Inservice date from September 23 to October 21, but not to institute one-hour, Wednesday late starts during the 2013-2014 school year. The motion was seconded by Member Andring.

When asked how staff are currently finding time for collaboration, Principal Svobodny said that elementary staff are using their prep time to meet, instead of using it to work on curriculum. Principal Rowekamp advised that, at the high school, staff members use half an hour, two or three times a month from 7:30 to 8 am. In regard to concerns about reduction in student class time, he relayed that all the research indicates that adding quality staff collaborating time benefits the students.

Member Johnson felt that, if staff are going to be encouraged to form these groups (Professional learning Teams), time must be dedicated to them. He added, "It is not the minutes, it is what is in the minutes. We challenge teachers every day but we haven't built it into their schedule to allow for collaboration. The best thing to do is get started and see if it works."

A roll call vote on the motion to move the Common Inservice date from September 23 to October 21 but not to institute one-hour, Wednesday late starts during the 2013-2014 school year resulted in the following voting in favor: Rieke and Andring. Those voting against the same: Nelson, Austinson, Pagel, Peterson, and Johnson. The motion failed 5 to 2.

Chair Pagel entertained a new motion. A motion was made by Member Austinson to move forward with a piloted year of one-hour late start on Wednesdays, as well with the change of the Common Inservice date to October 21. The motion was seconded by Member Peterson. Those voting in favor: Nelson, Austinson, Pagel, Peterson, and Johnson. Those voting against the same: Andring and Rieke. The motion carried 5 to 2.

2013-14 Planning and Staffing

Supt. Klaehn said that a thorough evaluation of high school offerings was completed for next year. After the initial registration by students, the data was analyzed, and classes were reduced accordingly. He relayed that no scheduling of classes is significantly different than the Board assumptions.

In regard to the incoming Fall of 2013 kindergarten class, Mr. Klaehn advised that all resident and grandfathered students have been accepted. Three new open enrolled students have also been accepted. He provided a 6-year enrollment projection and said, "We are seeing the long-range effects of the open enrollment management program."

Mr. Klaehn's recommendation for the 2013-14 school year was to move forward with current programs and staff members. The only exception might be possible changes in staff for servicing special education students.

NEW BUSINESS

Approve the 2012-2013 Auditing Contract with CliftonLarsonAllen

A motion was made by Member Rieke, seconded by Member Johnson, and carried unanimously to approve 2012-2013 auditing contract with CliftonLarsonAllen.

Approve the 2013-2014 Integration Budget

Supt. Klaehn advised that the integration revenue was one of many revenue sources that the school district receives and this is the only piece that requires Board approval.

A motion was made by Member Andring, seconded by Member Nelson, and carried unanimously to approve the 2013-14 Integration Budget.

Accept Resignation - Retirement

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to accept the resignation of DON CLEMENS as Bus Driver. Mr. Andring said, "Don was a good employee for many years and will be missed." Mr. Clemens drove bus for 25 years.

Consent - Accept Donations

A motion was made by Member Rieke, seconded by Member Nelson, and carried unanimously to accept the following donations: 1) DARE Program – Milk donated for DARE Graduation by the OLMSTED AMERICAN DAIRY ASSOCIATION; 2) Elementary -- \$90 match from WELLS FARGO FOUNDATION, \$23,700 from PARENTS & TEACHERS TOGETHER; 3) High School -- \$200 from ROGER BUCK to the Yearbook.

Fundraiser Request

A motion was made by Member Johnson, seconded by Member Peterson, and carried unanimously to approve the Boys' Basketball Team Sharpshooters Workout Program fundraiser request.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) He was considering expanding use of the Emergency Notification System to advise parents of events (i.e., Kindergarten Roundup, parent meetings, etc.). This could be accomplished by email or text to a targeted group of parents. The current cost of \$1,100 per year would increase to \$2,100 with the addition of this capability; 2) The old boiler room will be remodeled into a storage area and surplus items throughout the schools will be placed on a silent auction this summer; 3) The Pre-School Task Force held a lot of good conversation at their last meeting. It is very likely that next year will be the last year of the Valley View Learning Center being housed in the Dover building. That fact changed the focus of the Task Force and the discussion included new considerations; 4) Advised the Board that, due to a shortage of bus drivers, he may hire individuals to assist with grounds work and vehicle maintenance in order to free up Transportation Director Dustin Pagel and Groundskeeper Cheryl Gardner to cover routes and special trips. Also, Mr. Klaehn may update his bus driving license. Because of the number of the hours required by Mr. Pagel to cover transportation needs (many days from 5:00 am to 4:00 pm), a change in Transportation Department Transportation staffing may be recommended; 5) Katie Johnson and the students were commended for their work for the Louder On Line Week. He added, "It was great to see the student reaction (to the Logan family's loss of their business) when they turned around and wanted to help them."

Board of Education Committee Reports & Communication

Andring – Tim Mayer did a nice job with the Alumni Basketball Tournament. There were 11 boys' teams and 4 girls' teams participating. Mr. Andring attended Plainview/Elgin/Millville's track fundraiser where they raised \$16,000. In regard to the retirements of Larry Munroe and Don Clemens he said, "We lost a couple of good bus drivers with a lot of history. Thank you, Larry and Don, for driving all of those years!" Mr. Andring went on to say, "Dustin's biggest challenge is to get bus drivers. I'd like Dustin to know that we do notice that he does a good job."

Nelson – The Pre-School Task Force meeting was very informative and a good endeavor. The Policy Committee will be looking at policies that haven't been reviewed for several years and the group will meet again on April 23.

Austinson – The Policy Committee is reviewing policies. Mrs. Austinson is excited to see what Community Education is offering this summer. To Jane Johnson and Bryan Berg she said, "Good job on the e-textbooks. It is a huge endeavor." Member Austinson congratulated all the teams on their successes, competitions, trips and Grammy nomination. She added, "It is fun to set and be reminded of how lucky we are."

Peterson – Negotiations with the teachers will begin on April 18. He expects that the Dollars for Scholars group will meet soon. Mr. Peterson congratulated all of the teams, including Knowledge Bowl for placing even though they were moved up in the tiers. He added, "It is still something to be proud of when you are not competing against your own level/bracket." Member Peterson congratulated the Robotics Team and said that they may be rookies but they still placed in the competition.

Johnson – Along with Member Nelson and Supt. Klaehn, he attended the Minnesota School Board Association Joint Legislative Conference in March. He learned about the things they were considering and found the discussion was in a different direction than previous years. He added, "There is a lot to be concerned about, but I have faith in the democratic system." Mr. Johnson ended his report by saying it was nice to see the engagement of staff to create opportunities for students such as Close Up, the Grammy nomination, the Spanish Trip, Knowledge Bowl, and the Robotics Team.

Rieke – The Policy Committee is making certain the policies align with procedures and practices. Community Education will be offering some “great stuff” and is “fired up” at the possibilities. Conversations at the Southeast Service Cooperative include Public Employees Insurance Program (PEIP) and e-textbooks. She provided an article on Project Leave Away which allows students to leave high school not only with a diploma but also with a general two-year education degree.

Pagel – The Hiawatha Valley Education District has started their negotiations and is getting closer on purchasing a building to house the alternative school.

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to adjourn the meeting at 9:49 PM.

Julie Austinson, Clerk
cb