

REGULAR BOARD MEETING MINUTES

Monday, February 11, 2013

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:06 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, and Superintendent Bruce Klaehn. Absent: Student Board Member Hannah Brown. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Curriculum Director Jane Johnson, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Ryan Anderson, Jessica Giers, Jennifer Gunter, Bryan Todd, and Elizabeth Wells.

The Pledge of Allegiance was recited.

Supt. Klaehn asked that the Item 14e) include the resignation/retirement of Bus Driver LARRY MUNROE that Item 14d2) be added to consider a Leave of Absence Request.

A motion was made by Member Rieke, seconded by Member Austinson, 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 January 14, 2013 Organizational Board Meeting Minutes.

Board Minutes

A motion was made by Member Rieke, seconded by Member Johnson, and carried unanimously to approve the January 14, 2013 Regular Board Meeting Minutes.

Regular District Bills

A motion was made by Member Johnson, seconded by Member Rieke, and carried unanimously to approve the Regular District Bills totaling \$94,325.65.

Special District Bills

A motion was made by Member Johnson, seconded by Member Peterson, and carried unanimously to approve the payment of the Special District Bills totaling \$181,676.42.

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 \$2,364,319.91 and the January electronic transfers.

RECOGNITIONS

Supt. Bruce Klaehn recognized Board Member Todd Peterson for receiving a Leadership Certificate at the Minnesota School Board Association (MSBA) Leadership Conference in January.

Principal Todd Rowekamp advised that the DE-Lites Dance Team finished 4th in the high kick regional competition, qualifying them for the state competition. The team includes Head Coach Megan Fay, Assistant Coach Samantha Loomis, and students Jill Craig, Nicole Groski, Erin Kromminga, Destiny Nguyen, Mariah Peterson, Jessica Schreier, Emily Schuster, Jackie Thomas, Morgan Trester, Rachel Wegman, Alyssa Wooner, Alternates Elizabeth Noble and Callie Schaefer, and Manager Haley Wiederhoeft.

Mr. Rowekamp also advised that the Junior High Knowledge Bowl finished 1st and 2nd overall in recent competition and the Senior High Knowledge Bowl is currently ranked 2nd in the conference.

Principal Jeanne Svobodny advised that the 5th Grade Math Wizards team took 2nd on February 4th and the Academic Triathlon team took 1st and 2nd place at a recent home meet.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp relayed the following: 1) DE hosted conference schools that evening for the Junior High and Senior High Math League meets. Our Senior High team won and finished 2nd in the conference for the season. Individuals Tim Stellpflug placed 5th and Devon Jorde placed 6th in the conference; 2) Dan Hyson, the Data Management Coordinator at the Hiawatha Valley Education District (HVED), talked about formative assessments at the Southeast Minnesota Learner Achievement Consortium (SEMLAC) Common Inservice. The day included teacher-to-teacher time wherein teachers in the same grade level or subject brought their best lesson or resource to share with the group. The principals discussed the new teacher evaluation legislation and shared the direction their district was heading to meet that requirement. The day ended with DE staff having Professional Learning Community time.

Mr. Rowekamp introduced Spanish Instructor Betsy Wells who took a group of students to Spain a couple of years ago.

Mrs. Wells provided a potential agenda for a proposed student trip to Costa Rica in April 2014 (7 nights and 8 days), utilizing the potential non-student days in the 2013-14 Tentative Calendar. The vendor for the trip to Spain would again be used due to the success of that trip. Mrs. Wells indicated that the Costa Rica trip would include an Ecology component. Students will have an authentic experience by staying with area families, visiting an orphanage, going on a kayak trip, visiting hot springs, visiting a biological preserve, and participating in a tree planting program.

The cost is estimated at \$2,650 per person, which is slightly lower than the trip to Spain. Students would fundraise; however, the majority of the cost would need to be covered by the parents. The trip will be open to 10th through 12th grade students, but may be expanded to students enrolled in Spanish II, which may allow freshmen to attend.

The discussion included the question whether the trip would interfere with Minnesota Comprehensive Assessments. The trip dates will be reviewed to see if there is a conflict.

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to grant tentative approval for a student trip to Costa Rica the Spring of 2014.

A robot entered the room, made by the Frost Bots Robotic Team. Team members include Nathaniel Gunter, Ben Reuss, Jordan Danielson, Greg Bowen, Nicholas Gunter (honorary member), Ryan Ohl, C.J. Sachs, Colton Jakobson, Ethan Olson, Alec Ziemer and Brayden Hart. The students provided a video of the competition playing field. They explained that during the competition, the robot will throw discs in the form of Frisbees into the goals at each end of the field and then climb the pyramid using its arms. Starting with a very basic kit provided by FIRST Robotics and paid for by NASA, the group has been building the robot for the past five weeks and must end their building process by February 19th. Development of software can continue past the six-week build period; however, they will be unable to test the changes until the actual regional competition March 28-30 at the U of M campus where they will be up against 59 teams. The event will be live cast from www.nasa.gov.

The students thanked the School Board for supporting the team.

Advisor Ben Joslin presented a pin and certificate of recognition to Jeff Gunter for his work as a volunteer mentor for the robotics team.

Elementary Principal – Jeanne Svobodny relayed the following: 1) Reading Interventionist Jill Magnuson has organized fun events during February's "I Love to Read Month," such as mystery readers on the intercom, teachers sharing favorite books, and students writing and reading stories; 2) Winter testing of students is almost complete and Mrs. Svobodny thanked Curriculum Director Jane Johnson and her assistant Karen Frye for coordinating all the factors that go along with testing. The elementary teachers review the scores to see how students are progressing in meeting their growth goals; 3) The elementary has been awarded a \$1,000 Statewide Health Improvement Plan (SHIP) grant for active classroom activities. Fitness ball chairs, which are especially good for children with attention problems, have been ordered for Mr. Lincoln Gergen's classroom. Also as part of the program, batteries were purchased for the 3rd, 4th, and 5th grade students' pedometers to see who walks the most steps this month; 4) The staff have spent a lot of time talking about an evaluation system.

The principal evaluation system goes into affect next year and the teacher evaluation process the following year. A DE team attended an SSC base training for teacher evaluation. Mrs. Svobodny and Mr. Rowekamp will attend an Educator Evaluation Product Demo for six different teacher evaluation software programs; 5) February is a busy month and includes conferences on the 18th and 19th.

District Feedback Forms

Supt. Klaehn relayed the District Feedback Forms received.

REPORTS

First Reading of the 2013-2014 Preliminary Budget

Supt. Klaehn reviewed the draft 2013-2014 Preliminary Budget, as well as the long-range capital expenditure considerations. The budget did not include new teacher and bus driver contracts, or any 2013 legislative changes. He is expecting the Projected Unassigned General Fund balance as of June 30, 2014 to be \$1,250,000 (the same it was June 30, 2012). Mr. Klaehn reminded the Board that this is a working document that will be brought back several times before seeking approval in May.

First Reading of the 2013-14 Calendar and 2014-15 Tentative Calendar

Supt. Klaehn reviewed the proposed 2013-14 Final Calendar and the 2014-15 Tentative Calendar with the Board. He explained how the Calendar Committee tried to keep the parent/student conferences off dates of athletic section events. Mr. Klaehn also talked about how some schools have a one-hour early out or late start every week to allow for teacher inservice activities. This is a possibility that the Administrative Team will continue to discuss for perhaps the 2014-15 calendar.

OLD BUSINESS

Further Consideration of the 2013-2014 Board Assumptions

Supt. Klaehn advised that 115 students wish to attend kindergarten the Fall of 2013. Of those, 85 are residents, 17 are "grandfathered" (have siblings attending), and 13 are new applicants. He talked about the resident numbers being reduced as students with summer birthdays wait a year before attending. The administration will have a better handle of the incoming number after the March kindergarten registration.

Mr. Klaehn also talked about possible legislation that could change revenue, a possible increase in lunch prices, and a proposed increase in band rental fees. He also advised that next year's 6th grade is projected at 82 students, which could be reduced to three sections. However, he was recommending the class remain at four sections due to the fact that four sections will be required in future years. The Board was not opposed to retaining four sections of grade six.

Second Reading and Approval of Revised Policies

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

506 – Student Discipline

1002 – School Closings, Late Starts and Early Releases

Approval of Policies 407 – Employee Right to Know and 522 – Student Sex Nondiscrimination were tabled.

NEW BUSINESS

Consider "Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefore"

A motion was made by Member Rieke and seconded by Member Andring to adopt the "Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefore."

Supt. Klaehn recommended the Board not approve the resolution since no drastic revenue or enrollment declines were expected. He went on to explain that, even without the resolution, the Board still has the option to eliminate a probationary teaching position, if that became necessary.

Member Andring withdrew his second to the motion and Member Rieke withdrew her motion. No further action was taken.

Possible Snow Make Up Day

Supt. Klaehn advised that three snow days had been used and asked the Board to determine if future snow days should be made up and, if so, when. He indicated that the Board is not bound by any law to have the students make up additional snow days, however, it has been tradition to do so. He also advised that the teaching staff have guidelines to make up their work time. He mentioned the possible dates of March 28 (the Thursday before Easter), April 1 (the Monday after Easter), and/or June 6 (at the end of the school year).

A motion was made by Member Rieke, seconded by Member Nelson, and carried unanimously to set the following Make Up Snow Days if they should be required:

1st additional snow day: Thu., March 28 (Early Out, with March 27 becoming a full day of school)

2nd additional snow day: Thu., June 6 (Early Out, with June 5 becoming a full day of school)

Fundraiser Request

A motion was made by Member Peterson, seconded by Member Nelson, and carried unanimously to approve the Class of 2019 (6th Grade) request to sell Pastry Puffins February 15 through March 6, 2013.

Request for Student Travel Outside of the School District

A motion was made by Member Rieke, seconded by Member Peterson, and carried unanimously to approve the Senior Boat Cruise on Fri., May 24, 2013.

Leave of Absence Request

Supt. Klaehn reminded the Board that Brooke Bernard's maternity leave was previously tabled and the administration was now asking for an indefinite leave of absence. A long-term sub will be hired on a month-to-month basis.

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to grant an indefinite leave of absence to BROOKE BERNARD.

Accept Resignations – Retirements

A motion was made by Member Nelson, and seconded by Member Johnson to accept the resignation/retirement of Elementary Instructor JULIE GETTLER at the end of the school year, and the resignation/retirement of Bus Driver LARRY MUNROE.

Member Andring commended Mrs. Gettler for 34 years of service and Mr. Munroe for 18 years of service.

A vote on the motion was unanimous.

Consent - Accept Resignations

A motion was made by Member Rieke, seconded by Member Peterson, and carried unanimously to accept the resignations of JOYCE RICHMOND as Cook's Helper and JESSICA MERCHLEWITZ as Footsteps Child Educator.

Consent – New Hires

A motion was made by Member Rieke, seconded by Member Johnson, and carried unanimously to hire the following individuals: 1) ISAAC KAROW as Bus Driver; 2) ALLI KITTLESON as Long-Term Substitute LRP/Footsteps Instructor; 3) REBECCA KLEIN as 21-day Long-Term Substitute English Instructor; 4) TYLER FERSON as Student SACC Worker; 5) HOLLY KRIER as Cook's Helper; 6) BRIAN HASLEIET as Head Boys' Track Coach.

Consent - Accept Donations

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to accept the following donations: 1) DARE Program -- \$25 from TONY SCHWARTZ ONCRETE;

2) Elementary -- \$1,200 from PATT for classroom party expenses; 3) High School -- \$195.63 in KWIK TRIP rebates; \$1,800 to wrestling from the DE EAGLES WRESTLING CLUB; \$4,042 from DOVER-EYOTA MUSIC ASSOCIATION for a saxophone and French horn.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) He will be attending the American Association of School Administrators Conference (AASA) February 21-23; 2) Mr. Klaehn shared the composition of the Pre-school Task Force as well as a document with a summary of the pros and cons of the Early Childhood Program being in the Dover building. The HVED is looking at another possible location for their area learning center, which could affect future discussion. The group will meet again in early March; 4) He and the Custodial Directors held a productive meeting with the Energy Services Group (ESG) representatives. They have calculated that the district has seen energy savings beyond what was originally expected.

Board of Education Committee Reports & Communication

Andring – Mr. Andring noted a couple of items from a recent Safety Committee meeting including parking problems at the high school during large events, the possible addition of a sidewalk from the west to east lots, and storage space needs. He attended the MSBA Negotiations Seminar along with Member Dan Johnson and added, “The Affordable Care Act will be a very complicated process.” In regard to the recent legislative forum at SSC he said, “It was fantastic.”

Nelson – Mrs. Nelson was “overwhelmed” with the preschool information provided to the Pre-school Task Force. Members were encouraged to talk to other community members to determine their feelings about the current program and location. As a member of the Theatre Review Committee, she is waiting to hear back from Drama Director Jennifer Ryg. Member Nelson found the Legislative Forum very informational and she would be excited to attend another session if given the opportunity.

Austinson – Mrs. Austinson relayed that Supt. Klaehn had professionally led the Legislative Forum. She also said, “good job” for his work on the TRA adjustment at the legislature. Member Nelson thanked the Board and community for the opportunity to attend the MSBA Leadership Conference. As a member of the Crisis Team, she relayed that the group was exploring entry safety methods for all three buildings. The group might visit other schools to see the processes and equipment they are using for building access.

Peterson – Mr. Peterson was unable to attend the negotiations seminar. He congratulated Julie Gettler and Larry Munroe on their retirements. He added, “Larry drove my kids for many years and they enjoyed having him (do so).” Member Peterson also congratulated the DE-Lites Dance Team for making state competition.

Johnson – Mr. Johnson was unable to attend the Legislative Forum. He did attend the MSBA Officer's Training and Negotiations Training. He said, “The negotiations training was informative in the sense that a lot of the terms we have negotiated in the past are going to change.” He went on to say that it is good that the district is a member of groups such as MSBA and the Minnesota Rural Education Association (MREA) and that the Board listens and implements suggestions to make the district run efficiently. Mr. Johnson ended his report by saying, “I commend the Board for their actions over time and successfully managing the district.”

Rieke – Ms. Rieke attended a conference about bullying in the workplace and found it very interesting. The SSC and the Early Learning Council (ELC) were collaborating to bring preschool screening assistance to our area. Member Rieke expressed gratitude to Don Andring for his 18 years of service on the SSC Board and added, “He has done wonderful things for this area.” She had heard nothing but good things about the Legislative Forum. In regard to legislation, she relayed that funding of all-day, every-day kindergarten was being considered. The Community Education Committee talked about lack of gym space with the amount of teams practicing and the fact that some outside groups (who could be confused as being a part of the school district) were practicing on Wednesday nights. A Board discussion ensued and it was determined that no student activities by inside or outside groups will be allowed after 6 PM on Wednesday nights. Member Rieke relayed that the ELC would hold a meeting the next day to discuss more of the benchmarks for Race To the Top and to continue pushing for all-day every-day kindergarten funding. She congratulated Member Peterson for his accomplishment, the DE-Lites for going on to state competition, and thanked Larry Munroe and Julie

Gettler for their service to the district. Ms. Rieke ended her report by advising that Community Education will be hosting a free community event on dyslexia.

Pagel – The HVED Board has reorganized and the group is looking at a different facility for their learning center so that they can offer additional programs. New football guidelines coming this fall were discussed at the Three Rivers Conference meeting. Mr. Pagel advised that he had encouraged an individual from the Farm Bureau to spend time with Food & Nutrition Director Carrie Frank and view our lunch program. He also suggested that Mrs. Frank be on a panel discussion at the Farm Bureau Conference. Mr. Pagel, Mrs. Frank and the other panel member who communicated by Skype, discussed changes in the school lunch program. He added, “There are a lot of things to be proud of in the DE District. Carrie did a wonderful job on the panel. The Minnesota Farm Bureau put together a brochure which includes photos of DE kids and the meals at our school. It makes you proud of the things that are happening at DE Schools!”

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to adjourn the meeting at 10:12 PM.

Julie Austinson, Clerk
cb