

REGULAR BOARD MEETING MINUTES

Monday, August 6, 2012

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:05 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Dan Johnson, Gene Loftus, Ron, Pagel, Todd Peterson, Molly Rieke, and Superintendent Bruce Klaehn. Absent: none. Also in attendance were Business Manager Gary Betcher, Technology Director Bryan Berg, Transportation Director Dustin Pagel, Administrative Assistant Chris Berg, and Bill Lisser.

The Pledge of Allegiance was recited.

Agenda

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

Visitors to Address the Board

There were no visitors to address the Board.

Board Minutes

A motion was made by Member Rieke, seconded by Member Loftus, and carried unanimously to approve the July 9, 2012 Regular Board Meeting Minutes.

Regular District Bills

With Member Andring abstaining, a motion was made by Member Johnson, seconded by Member Peterson, and carried unanimously to approve the Regular District Bills totaling \$264,456.54.

Special District Bills

A motion was made by Member Johnson, seconded by Member Austinson, and carried unanimously to approve the payment of the Special District Bills totaling \$139,222.73.

Treasurer's Report

A motion was made by Member Rieke, seconded by Member Johnson, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$380,649.89 and the July electronic transfers.

CABINET COMMUNICATIONS

Supt. Klaehn advised that the administrators were on vacation and mentioned the following items:

- A new Middle School/High School secretary has been hired.
- Don Johnson, recently retired principal of Owatonna High School, has been selected as the Minnesota Association of Secondary School Principals Interim Executive Director.
- Owatonna's interim superintendent is Peter Grant.
- In his written report, Principal Rowekamp shared test results which will be further discussed at the Board Retreat on Tue., August 21.
- All fall sports start on Monday, August 13.

REPORTS

Action Plan Reporting – Transportation Dept.

Transportation Director Dustin Pagel reviewed a transportation vehicle summary with the Board. He advised that Bus #6 (1993) will no longer pass DOT inspection after 2012-13. Supt. Klaehn indicated that the next bus purchase is scheduled for 2013-14. Mr. Pagel also gave an update on van use (a new one will be needed in 2014-15), and the other grounds vehicles including pickups, tractor, mowers and gator.

Mr. Pagel reported that staff changes included a new bus driver and the retirement of van driver Vince McConnell. He indicated another driver is ready to retire once a replacement is found. He also provided the following information:

- the new field paint machine is easy to use and does a good job
- now that the concrete work is done at the elementary, the shed will be sided and put in place for storage of the bicycles
- the current bicycle storage trailer will be sold
- he would like to consider purchasing bus routing software in the future
- the drivers will continue to work with the principals and staff on student referrals
- he plans to get the drivers more involved with the school through working concessions and training opportunities

OLD BUSINESS

Second Reading and Approval of Revised Policies

A motion was made by Member Rieke and seconded by Member Peterson to approve the revisions to Policy 205 – Open Meetings and Closed Meetings, Policy 514 – Bullying Prohibition, and Policy 509 – Enrollment of Non-Resident Students.

Member Austinson had questions about Policy 509 and received clarification on several points. A vote on the motion carried unanimously.

Second Reading and Approval of the Technology Plan

Supt. Klaehn indicated that minor revisions had been made to the Technology Plan made since the July meeting and he thanked Bryan Berg and his staff for all of their work on the Plan.

Technology Director Bryan Berg advised that the idea behind the Technology Plan was to provide a vehicle to determine where we are at, determine what we are trying to accomplish, and then review if we took that direction. E-rate no longer requires a technology plan be developed; however, it is required by the Minnesota Telecommunication Aid program. A summary of needs is included in the Plan and some of the items will be brought to the Board for future consideration.

Staff will be surveyed at the beginning of the school year about last year's One-to-One laptop program. The students were surveyed, which provided input for developing the Plan. Mr. Berg talked about a system to monitor how much the Netbooks are used in the classroom.

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to approve the 2013-2015 Technology Plan.

Award Fuel Products Bid for 2012-13

Transportation Director Dustin Pagel talked with a Greenway Coop representative and was assured that past concerns about additives had been resolved. Greenway's fuel quote was the lowest, and the octane level was higher.

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to award the fuel products bid for 2012-13 to Greenway Coop.

NEW BUSINESS

Resolution Relating to the Election of School Board Members and Calling the School District General Election

A motion was made by Member Andring and seconded by Member Johnson to adopt the Resolution Relating to the Election of School Board Members and Calling the School District General Election (Attachment A). A roll call vote on the motion resulted in the following voting in favor: Loftus, Rieke, Peterson, Johnson, Pagel, Andring, and Austinson. Those voting against the same: none.

Approve Fundraiser

A motion was made by Member Rieke, seconded by Member Austinson, and carried unanimously to approve the Footsteps annual candle sales.

Consent – Accept Resignations

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to accept resignations from JORDAN JENSEN as 8th Grade Football Coach, RYAN FOGARTY as 7th Grade Boys' Basketball Coach, and JACKIE MACON as Instructional Assistant.

Approve Hire

A motion was made by Member Andring, seconded by Member Rieke, and carried unanimously to hire MARY RADCLIFF as the Middle School/High School Secretary.

Consent – Accept Donations

A motion was made by Member Andring, seconded by Member Loftus, and carried unanimously to accept the following donations: KWIK TRIP rebates in the amount of \$161.78 to the high school and \$62.41 to the Baseball team; and \$100 to FFA from GLS Agronomy (Gary Allen family).

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) Reminded the Board of the retreat on Tue., August 21 at 6 PM; 2) All of the Administrative Team members attended a Leadership Seminar in Rochester on July 10; 3) Mr. Klaehn attended a Region V training session in Rochester on July 12 and a law conference in Brooklyn Center on July 23; 4) The New Teacher Workshop Schedule and All Staff Workshop Schedule have been planned; 5) Sports practices begin on Monday, August 13, the new teachers attend training the following week, and then all teaching staff have workshops the week after that.

Board of Education Committee Reports & Communication

Loftus – Advised that a closed session would be held to discuss negotiations with the Teamsters.

Rieke – Advised that the Negotiations Team had met with the Teamsters. Via teleconference, she would participate in an Early Learning Council meeting the following day. The governor will not be visiting D-E until perhaps November or December. Ms. Rieke ended her report by stating that the Minnesota Department of Education was understaffed and “doing the best they can.”

Peterson – Advised that the Negotiations Team had met with the Teamsters and that he had attended a Purchasing Committee meeting the previous month.

Johnson – Member Johnson thanked Technology Director Bryan Berg for introducing the Technology Plan. He added, “It is a good idea to have a plan as it provides a lot of thought and discussion. I appreciate the efforts of the Technology Department in developing the Plan.”

Andring – Mr. Andring relayed that the new speakers had been mounted on new football light poles. A plan is still being developed to replace the spectator fence. He also advised that a sports group may come to the Board to pursue an endeavor for an updated track. Regarding the Southeast Service Cooperative, he said that he had attending a planning meeting and that the SSC was “moving earth” for a new parking lot.

Austinson – Thanked Mr. Berg for a “good job with the Technology Plan.” Mrs. Austinson wished everyone a good start to the school year.

Pagel – At last week's Hiawatha Valley Education District meeting, the group discussed staffing and the legal ramifications of a recent court decision which will cause HVED to identify individuals who don't require a license and pull them from the bargaining unit.

CLOSED SESSION – Negotiations Strategy

A motion was made by Member Peterson, seconded by Member Rieke, and carried unanimously to call a closed session at 8:31 PM. A motion was made by Member Johnson, seconded by Member Austinson, and carried unanimously to end the closed session at 9:05 PM.

ADJOURNMENT

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to adjourn the meeting at 9:06 PM.

Don Andring, Clerk

Cb

**RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS
AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 533, State of Minnesota as follows:

1. It is necessary for the school district to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each.

The clerk shall include on the ballot the names of the individuals who file affidavits of candidacy on said general election during the period for filing such affidavits, as though they had been included by name in this resolution.

The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. Even Year: The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 2nd day of November, 2010.

3. Even Year: Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least fifty-three (53) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause a sample ballot to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on election day.


5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such

actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

SCHOOL DISTRICT BALLOT
INDEPENDENT SCHOOL DISTRICT NO. 533
DOVER-EYOTA PUBLIC SCHOOLS
GENERAL ELECTION
NOVEMBER 6, 2012

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s), like this: 

SCHOOL BOARD MEMBER
VOTE FOR UP TO THREE*

-
- Julie Austinson
 - Linda Nelson
 - Molly Rieke
 - _____
write-in, if any
 - _____
write-in, if any
 - _____
write-in, if any
-

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

7. The name of each candidate for office at this election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota **law**.

8. If the school district will be contracting to print the ballots for this election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of

\$1,000 is awarded for printing ballots, the printer shall furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

9. Even Year: The individuals designated as judges for the state general election shall act as election judges for this election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the school board for canvass in the manner provided for other school district elections.

Donald Andring, School Board Clerk
Dover-Eyota Public Schools
August 6, 2012