

REGULAR BOARD MEETING MINUTES

Monday, April 9, 2012

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:01 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, Superintendent Bruce Klaehn, and Student Board Member Mattie Jo Ostrowski. Absent: none. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Activities Director John Ostrowski, Transportation Director Dustin Pagel, Administrative Assistant Chris Berg, Ryan Anderson, Jacob Barth, Carson Curran, Ethan Erickson, Kathy Forsman, Rod Forsman, Will Forsman, Craig Gallop, Christine Kobs, Kevin Kullot, Bill Lisser, Darci Rice, Kelly Schuette, and Angie Stroope.

The Pledge of Allegiance was recited.

Agenda

Supt. Klaehn asked that an Item 7b be added: Printed Calendar and that the Musco Lighting report follow. A motion was made by Member Johnson, seconded by Member Peterson, 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 Rieke, seconded by Member Andring, and carried unanimously to approve the March 12, 2012 Regular Board Meeting Minutes.

Regular District Bills

With Member Andring abstaining, a motion was made by Member Johnson, seconded by Member Loftus, and carried unanimously to approve the Regular District Bills totaling \$52,523.43.

Special District Bills

A motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to approve the payment of the Special District Bills totaling \$133,312.20.

Treasurer's Report

There was no Treasurer's Report due to the ongoing illness of Business Manager Gary Betcher.

REPORTS

Musco Lighting

Supt. Klaehn introduced Craig Gallop of Musco Lighting who talked about the proposed new lighting for the football field. Mr. Gallop advised that Musco specializes in football field lighting and provides lighting for 80-90% of the football fields in Minnesota. He recommended replacing the existing wood poles with maintenance-free galvanized steel poles. Six light fixtures per pole would provide 30 candles of uniform light per square foot and would be installed outside of the current track, which is much further back than the existing lights. The system has a 25-year guarantee for parts, labor and lamps. Part of the Musco system is to monitor the exact number of hours the lamps are used and, at 5,000 light of lamp, they relamp the entire facility.

The Board talked about positioning of the poles, lighting of a possible future new track in the area, and whether or not backside lights would be needed. Mr. Gallop explained that, generally, additional light is not needed, especially since the new lights would be installed behind the bleachers.

The discussion included the fact that the system allowed for individual poles of lights to be turned off and that new lights are more efficient. The cost of \$3 per hour to light the field may be comparable to what we now have except that there would be more light on the area. Musco's pricing included removal of the old

fixtures and wiring to the new ones. Once they received written approval, it would take them 30-40 days to build the equipment and an additional week for delivery and installation.

District Printed Calendar

Band Instructor Ryan Anderson and the Dover-Eyota Music Association President Angie Stroope talked to the Board about the district printed calendar for 2012-13. Mr. Anderson relayed that issues of the 2011-12 calendar was that it was distributed late because of printer problems beyond their control, people missed the student pictures, and people did not like the flip style, tear away calendar. DEMA is currently seeking price quotes for the same type of calendar produced the year before the tear away calendar. This calendar would combine student photos and utilize advertising of local businesses. Mrs. Stroope explained the ad cost process.

Supt. Klaehn pointed out that the district tried the tear away calendar because it was less expensive. The school district contributed \$1,884 and DEMA contributed \$1,800 toward the calendar. DEMA made \$5,000 profit and put a lot of that money back into the music program. Mr. Anderson said that the project really helped the music program this year and his struggle to purchase new instruments. Mrs. Stroope added that, because of the calendar venture, DEMA did not turn down any funding requests this year.

Supt. Klaehn said that people thought the new calendar looked cheaper and it was – the district saved \$3,000. He added, “We want to encourage it, but we also want our public to be happy with the result.” Mr. Klaehn relayed that the district would again contribute 50% to the venture.

The board felt that a 50% contribution should be continued by the school district and that DEMA should continue their price quote process.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp thanked the people involved in the Food for Kidz packaging event that had been held the previous week. He added, “Carrie (Frank) goes a great job organizing this event which provides a lot of value for our students.” Mr. Rowekamp also commended Mr. John Pittenger who every year organizes additional activities to involve more students -- this year it was a cardboard box city.

Ms. Kelly Schuette and students Jacob Barth, Carson Curran, Ethan Erickson and Will Forsman came before the Board. Ms. Schuette explained the grant received allows students in her Anatomy and Physiology class to share knowledge of these topics with the community. Also through this process, the students have the opportunity to earn college credits and she obtains training through the University of Minnesota.

The students shared with the Board that they had researched Type II diabetes and Atherosclerosis and how diet affects short-term and long-term health. They included Member Julie Austinson in a demonstration of how clogged arteries put extra stress on a heart. The students had presented their kiosk at various events (DE classes, Eyota Market, Choir concert, YMCA in Rochester, etc.) and invited their peers into the classroom to view their project fair. They also took the opportunity to teach elementary students about healthy living and good eating habits.

Ms. Schuette relayed that this group of students will now go to the University of Minnesota where they will enter their presentation into a state competition.

Elementary Principal – Jeanne Svobodny relayed the following: 1) The elementary staff determined that students would take the MCAIII test twice and the first round in March went well. Because the test results are immediate, teachers are able to adjust their instruction to boost the students who need additional help before they take the assessment again. Even if a student “exceeded,” they will take the test a second time. Mrs. Svobodny extended special thanks to Jane Johnson, Karen Frye and Bryan Berg who worked behind the scenes for months preparing for the test; 2) In a survey to assess how many parents were interested in their children being offered a Spanish class, 70 parents responded positively. Because it is part of our Integration Plan, we will offer it at a time when Rochester students can attend. The staff is working on offering a summer class; 3) The previous week, the Climb Theatre made a presentation to 4th and 5th grade students about bullying. Two actors met with individual classes, which provided more interaction with the students than the normal lyceum. Mrs. Svobodny said that teacher feedback was very favorable and she thanked the Parents and Teachers Together (PATT) group for funding the event.

Transportation Director – Dustin Pagel talked about the Transportation Department’s Action Plan and gave a mid-year report which included the following:

- they continuously move toward a smoother operation
- drivers continue to maintain their buses by sweeping and cleaning them
- communication continues between principals and drivers about discipline matters
- bus drivers ran concessions in order to give a senior scholarship
- the drivers received video trainings on vehicle inspections, passenger safety, and accident procedures
- meetings have been held with staff to discuss student special needs
- the department continues to maintain a good safety record
- due to the difficulty in finding drivers, the grounds worker is driving a route which takes time away from her other duties
- less substitutes are needed due to better driver attendance
- the new wheelchair bus is being used
- the newer buses are more maintenance friendly and technically advanced
- two spare buses (1992 and 1996) have rough bodies and he is not certain if they will pass Department of Transportation inspection
- one spare bus has transmission problems
- new drug testing through Olmsted Medical went into affect for CDL drivers
- the new paint machine for the football and soccer fields will save time
- he attended a playground seminar at the Southeast Service Cooperative

CUSTOMER COMPLIMENTS, CONCERNS, COMPLAINTS

Supt. Klaehn shared the Customer Compliment, Concern, Complaint forms that had been received that month.

STUDENT BOARD MEMBER COMMUNICATIONS

Student Board Member Mattie Jo Ostrowski relayed the following: 1) She heard a lot of compliments from teachers and students about the opportunity to interact with younger kids during the Food for Kidz packaging event. Mattie said it was nice to see the “softer side” of her peers as they worked with the elementary students; 2) As a DARE role model, she and Deputy Peterson and Deputy Pagel talked with the 5th and 6th grade students about bullying. Because bullying is a big concern for these students, Mattie was glad to see that Climb Theatre also made a presentation on this subject.

OLD BUSINESS

Update of the 2012-13 Preliminary Budget & Staffing Changes

Supt. Klaehn advised that the Board will be asked to give full approval of the Preliminary Budget at their May meeting. He asked that some pieces be approved now so that the administrators could proceed with staffing changes and capital expenditures. Mr. Klaehn also talked about updates to the Preliminary Budget.

The staffing changes included the following:

- hire a full-time Technology Coordinator (replace Bryan Berg who will become the director)
- increase the Assistant High School Principal position to .45 (to cover increased high school enrollment and assist with the teacher evaluation process being instituted)
- hire a 1.0 FTE Physical Education Instructor (remove overload from one teacher, reduce class sizes, and cover reduced contract of another)
- addition of 9-week keyboard instruction at the elementary (fills a need)
- add Assistant Dance Coach, Summer Marching Band, Graduation Coordinator and Prom Coordinator to the DEEA Schedule E contract
- adjust English (.917 to 1.0), Social Studies (.833 to 1.0), Agriculture (1.0 to 1.083) and Gifted & Talented (.167 to .083) positions
- elimination of an elementary DCD Special Education position

- retirement to a first year teacher

A motion was made by Member Rieke, seconded by Member Johnson, and carried unanimously to approve the General Fund Staffing Changes.

The discussion continued and included:

- hard textbooks versus online textbooks and teachers creating online curriculum
- a limited laptop program for 9th grade -- Those teachers who are charging forward with technology would not be limited (i.e., classes mixed with 9-12th grade students); at same time, the administrators and staff are stepping back to review the current laptop program before proceeding.
- proposed Capital Expenditure Budget items for 2012-13
 - \$3,000 for possible repair/maintenance of roofs district wide
 - \$33,000 to update controls for HVAC system in the high school
 - \$50,000 for elementary roof leak repair
 - \$5,000 to replace blacktop on west side of elementary building
 - \$10,000 for replacement cycle for Fitness Center equipment
 - \$15,000 for high school exterior building maintenance needs
 - \$25,000 for technology (add part of 9th grade to the One-to-one Laptop program and develop a mobile lab)
 - \$120,000 for new football field lights (bids to be examined in May and compared to other needs)
 - \$26,000 for maintenance of high school parking lot surfaces
 - \$15,000 for textbooks/curriculum writing/equipment to upgrade Career Technology & Science

Member Loftus cautioned that the budget does not include the repair of the Dover building roof. Supt. Klaehn explained that he was still working with the vendor regarding the roof warranty.

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to approve the 2012-2013 Capital Expenditures as presented.

A motion was made by Member Loftus and seconded by Member Peterson to adopt the Resolution Relating to the Termination and Nonrenewal of the Teaching Contract of Benjamin House, a Probationary Teacher (Attachment A). A roll call vote was taken with the following voting in favor: Loftus, Rieke, Peterson, Johnson, Pagel, Andring and Austinson. Those voting against the same: none. The resolution was adopted with a unanimous vote.

NEW BUSINESS

2011-2012 Auditing Contract with CliftonLarsonAllen

A motion was made by Member Johnson, seconded by Member Loftus, and carried unanimously to approve the 2011-2012 auditing contract with CliftonLarsonAllen. (Note, Member Loftus was absent from the room during this vote.)

Resolution Establishing Dates for Filing of Affidavits of Candidacy

A motion was made by Member Andring and seconded by Member Peterson to approve the Resolution Establishing Dates for Filing of Affidavits of Candidacy (Attachment B). A roll call vote on the resolution resulted in the following voting in favor: Rieke, Peterson, Johnson, Pagel, Andring and Austinson. Those voting against the same: none. (Note, Member Loftus was absent from the room during this vote.)

Fundraiser Request

A motion was made by Member Rieke and seconded by Member Austinson to approve the Baseball fundraiser to sell Kwik Trip Cash Cards.

Member Andring indicated that he did not wish to cause hard feelings with the other gas vendor in Eyota by approving this request. The discussion included ways in which the school district supports the Eyota Market. Member Loftus suggested a letter be sent to the Eyota Market indicating they would support such a venture such as this with them.

A roll call vote resulted in the following voting in favor of the fundraiser: Loftus, Rieke, Peterson, Johnson, Pagel and Austinson. Those voting against the same: Andring. The motion carried 6 to 1.

Senior Boat Cruise

A motion was made by Member Rieke, seconded by Member Andring, and carried unanimously to approve the senior boat cruise.

Consent: Accept Resignations

Member Don Andring asked that the resignation of Tom Theye be voted on separately.

A motion was made by Member Andring to accept the resignation of TOM THEYE as Science Instructor at the end of the school year. The motion was seconded by Member Johnson.

Member Andring said that Mr. Theye has always challenged the kids to think. He added, "I hate to see him go. He will be missed as a teacher."

Member Johnson relayed that Mr. Theye had a definite influence on his children's lives and added, "I appreciate his efforts and thank him for his service to the district."

A vote on the motion to accept the resignation of Tom Theye carried unanimously.

A motion was made by Member Johnson, seconded by Member Rieke, and carried unanimously to accept the reduction in contract for HOLLY CALLAHAN from 1.0 FTE to .5 FTE beginning the 2012-13 school year and to accept the resignation of JERED SMILEY as 100-Day Substitute Teacher, 9th Grade Football Coach, and 7th Grade Girls' Basketball Coach.

Leave of Absence Request

A motion was made by Member Peterson, seconded by Member Austinson, and carried unanimously to grant JULIE BAYLOR a leave of absence under the Family Medical Leave Act from April 23 through the end of the school year.

Consent - Approve Hires

A motion was made by Member Rieke, seconded by Member Johnson, and carried unanimously to approve the hire of BRYAN CROWSON as 7th Grade Baseball Coach, JORDAN STOKES as 8th Grade Baseball Coach, ERIN HUCKLEBERRY as 6th Grade Long-term Sub, and JEREMY HILDMAN as Prevention & Intervention Coordinator.

Consent - Accept Donations

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to accept the \$200 donation to Prom from the ELBA SNOWBIRDS and \$75.42 in KWIK TRIP rebates to Baseball.

HEARING OF REPORTS

Superintendent's Report & Communication -- Supt. Klaehn relayed the following: 1) The Board will meet with the DEHS Student Council on Monday, May 14 at 6:00 PM in the Commons; 2) He was very pleased with the outcomes of the OSHA, Fire Marshal and special education reviews and appreciated the things that were brought to the forefront in these evaluations. Mr. Klaehn reported that the bus garage doors have been corrected since the OSHA visit; 3) The Three Rivers Conference is recommending that starting the Fall of 2013, the Hiawatha Valley League and Three Rivers Conference go to three separate football divisions (AAA, AA, and A). Both conferences will vote on this item next week; 4) The Board felt that he should complete the survey from the Minnesota School Board Association about shared gas purchasing in order to show our interest; 5) Former Board member Gary Pedersen has been named the Minnesota Executive Director of Townships; 6) Encouraged the Board members to watch the Farm to School video; 7) Relayed that nationally-known Dr. David Walsh will be making presentations to staff and parents as part of the Whitewater Country Coalition grant. Mr. Klaehn applauded Katie Johnson and the rest of the WWC group for setting it up this opportunity; 8) Reviewed the Superintendent and Board evaluations.

Board of Education Committee Reports & Communication

Loftus – Relayed his feelings that the Food for Kidz “is a great thing.” Mr. Loftus enjoyed the presentation by Kelly Schuette and the students and enjoyed viewing the new bus with the handicap lift. He asked Supt. Klaehn to see if examples could be shown to the Board of the gains made by the HVAC project (i.e., air quality, temperature comfort, etc.). To Mr. Tom Theye he said, “Thank you for 28 years! Somebody has been doing something right to keep him here that long. Thank you for your service, Tom!”

Rieke – Thanked Ms. Schuette and students for the presentation and said it was “phenomenal” to see. Ms. Rieke extended her congratulations to Gary Pedersen. She also thanked Tom Theye for his loyalty and service to the district – “two things you don’t see much in this world.” Advised she will be attending a board training next week. Our district will host an Early Learning Council meeting which may include Governor Dayton attending to view our early learning program and facility. There are 30-45 people on the council with strong urban representation.

Peterson – Member Peterson thanked Tom Theye for his 28 years of service and dedication to teaching. He also thanked the students for their presentation and wished “good luck” to the spring sports teams.

Johnson – Mr. Johnson congratulated Tom Theye and added, “The way things are moving it will not be easy to get that kind of dedication in the future if we are not careful and support education as a career. Tom is a good example of how it has worked out in the past and we should always be trying to get that level of educator.” Member Johnson had attended a recent legislative day with Supt. Klaehn and enjoyed seeing not only the Minnesota School Board Association in action, but also our legislature in action. That day, they also picked up a bronze eagle for the front of the high school and attended the premiere of the Farm to School documentary. Although she was not actually in the documentary, Mr. Johnson felt that Carrie Frank was the rock star. He said, “It has been quite an honor to see the things she has been up to. She has brought a lot to the food program in our district.” He ended his report by highly recommending the members watch the video.

Andring – He will be attending a Health & Safety Committee meeting. The last Southeast Service Cooperative meeting included Fillmore Central dropping out of the Southeast Minnesota Learner Achievement Consortium. Mr. Andring also advised that Paul McDahl was newly hired as a Minnesota Department of Excellence Director and will report to the state. Other SSC news included the fact that membership fees will go up slightly after 5 years of remaining level, and the SSC is expanding their parking lot. Member Andring expressed his appreciation of the recent letter to legislatures about PSEO. He thanked Tom Theye for his service and said, “He is one of the teachers my kids had over the years. I wouldn’t have five teachers in my family without the influence of teachers in this district such as Tom. I wish him all the best.” Mr. Andring ended his report by wishing Gary Betcher the best and a speedy recovery.

Austinson – Last month, the Crisis Team worked on the evacuation plan including Go Kits for all three buildings. Mrs. Austinson appreciated the fact that Dustin Pagel had attended the playground safety meeting. She ended her report by thanking Principal Svobody for the tour of the elementary.

Pagel – Member Pagel thanked Tom Theye for his many years of service and added, “He will certainly be missed.” With the exodus of the Winona School District from the Hiawatha Valley Education District, only a handful of HVED staff will be displaced through that process. The HVED Board continues to work on negotiations. The Three Rivers Conference began discussing the potential vote for football conference realigning. Mr. Pagel wished Gary Betcher the best of luck in his recovery.

ADJOURNMENT

A motion was made by Member Johnson, seconded by Member Peterson, and carried unanimously to adjourn the meeting at 10:31 PM.

Don Andring, Clerk
cb

RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF THE TEACHING CONTRACT
OF BENJAMIN HOUSE,
A PROBATIONARY TEACHER.

WHEREAS, Benjamin House is a probationary teacher in Independent School District No.533.

BE IT RESOLVED, by the School Board of Independent School District No.533, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Benjamin House, a probationary teacher in Independent School District No.533, is hereby terminated at the close of the current 2011-2012 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION
AND NON-RENEWAL

Mr. Benjamin House
14352 Co. 12
Spring Valley, MN 55975

Dear Mr. House:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 533 held on Monday, April 9, 2012, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2012-2013 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because of decrease in enrollment in the DCD Special Education program.

Yours very truly,
SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 533

Donald Andring
Clerk of the School Board

**RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY**

Attachment B

BE IT RESOLVED by the School Board of Independent School District No. 533, (Dover-Eyota Public Schools) as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 533 shall begin on May 22, 2012 and shall close on June 5, 2012. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5 o'clock PM on June 5, 2012.
2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices to the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 533
DOVER-EYOTA PUBLIC SCHOOLS
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 533 shall begin on May 22, 2012, and shall close at 5 o'clock PM on June 5, 2012.

The general election shall be held on Tuesday, November 6, 2012. At that election, three (3) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the school district clerk designee, Chris Berg, Dover-Eyota Public Schools, 615 South Avenue SW, Eyota MN 55934. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same general election. Affidavits of candidacy must list the term the candidate is seeking.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5 o'clock PM on June 5, 2012.

BY ORDER OF THE SCHOOL BOARD

/s/ _____
Donald Andring, School District Clerk
Dover-Eyota Public Schools
Independent School District No. 533
April 9, 2012