

# REGULAR BOARD MEETING MINUTES

Monday, February 13, 2012

Vice Chair Loftus called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:00 M in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Dan Johnson, Gene Loftus, Todd Peterson, Molly Rieke, Superintendent Bruce Klaehn, and Student Board Member Mattie Jo Ostrowski. Absent: Ron Pagel. Also in attendance were Principal Jeanne Svobodny, Activities Director John Ostrowski, Business Manager Gary Betcher, Administrative Assistant Chris Berg, Teacher Tessa Brolin, Teacher Sheri Crowson, Reporter Bill Lisser, Teacher Tom Theye, and Reporter Brian Todd.

The Pledge of Allegiance was recited.

## Agenda

A motion was made by Member Rieke, 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 Austinson, seconded by Member Johnson, and carried unanimously to approve the January 9, 2012 Organizational Board Meeting Minutes.

## Board Minutes

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

## Regular District Bills

With Member Andring abstaining, a motion was made by Member Austinson, seconded by Member Johnson, and carried unanimously to approve the Regular District Bills totaling \$179,924.08.

## 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 \$97,255.07.

## Treasurer's Report

A motion was made by Member Johnson, seconded by Member Andring, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$1,332,453.01 and the January electronic transfers.

## **CABINET COMMUNICATIONS**

High School Principal – Supt. Klaehn relayed that Principal Rowekamp was absent due to illness and Assistant Principal John Ostrowski and Choir Director Teresa Brolin reported. Miss Brolin brought forward the concept of splitting the two middle school choirs (7<sup>th</sup> and 8<sup>th</sup> grades) into a boys' choir and a girls' choir next year. She made these points:

- she has received a lot of positive feedback in the past from students and teachers about this concept
- 7<sup>th</sup> and 8<sup>th</sup> grade is the time that the boys' and girls' voices are changing at different rates
- a split choir would develop the voice healthfully (finding music that fit their voices as they change)
- the girls can be pushed ahead to more musically-advanced material
- there is a maturity level difference between boys and girls at this age
- differentiated instruction can be given to each group

Supt. Klaehn advised that the Administrative Team discussed this experimental concept and he relayed that part of the goal is to increase boys' participation in middle school choir. The Board discussion included how it would affect other classes during that same time period (i.e., agricultural education). Supt. Klaehn explained that the concept may be implemented next school year.

Supt. Klaehn also relayed that there will also be a change in choir performances. The middle school choir will perform, followed by a 20-minute intermission, and then the high school choir will perform. This will allow middle school parents to leave after their child has performed and allow high school parents to come just prior to their student's performance. Hopefully, this will eliminate crowding in the auditorium.

Assistant Principal John Ostrowski relayed that during the 2-hour late start that morning, staff attended Moodle, Google Tools, or Smart Board training.

Elementary Principal – Jeanne Svobodny relayed the following: 1) The Alternative Delivery of Specialized Instructional Services mid-year report and new 2011-2012 Applications are due February 28. The interventionists have been collecting data on the impact of their interventions; 2) From the \$5,000 PATT donation, students chose the purchase of an X-Box with Kinect and a new tire swing; 3) There was a good turnout at the recent preschool screening; 4) She and Curriculum Director Jane Johnson, along with a committee of teachers, are learning about the new Read Well by Third Grade requirement; 5) Conferences are upcoming as well as Kindergarten Registration on February 28; 6) Mrs. Svobodny publicly thanked Mrs. Jill Magnuson for organizing the February Celebrate Reading activities; 7) During the late start that day, staff attended computer sessions or met to discuss the essential reading skills at their grade levels. Special Education teachers are preparing for the MTAS (tests like the MCAs); 8) The 5<sup>th</sup> and 6<sup>th</sup> grade Academic Triathlon teams recently competed and the 8<sup>th</sup> grade team placed 1<sup>st</sup> and 3<sup>rd</sup>. At their last competition of the year, the 5<sup>th</sup> grade Math Wizards team placed 2<sup>nd</sup> and there were also several individual winners; 9) The Fall of 2012, the district may not be able to accept all new open enrolled kindergarten applicants; 10) Mrs. Svobodny provided an update of the anti-bullying activities at the elementary.

### **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) In a recent Math League meet, the Junior High team placed 2<sup>nd</sup> in the conference and the Senior High team placed 1<sup>st</sup> in the conference, winning a trip to the state meet; 2) The Dance team will also be competing at state; 3) The Girls' Basketball team is going for their 20<sup>th</sup> win, wrestling sections are scheduled for this week, and Boys' Basketball is hoping to "make a run for it in the playoffs;" 4) The senior high school students would like a microwave available to warm up leftovers during lunch. Mr. Rowekamp has advised that, due to kitchen safety codes, a microwave cannot be in the cafeteria. The students would like other options explored; 5) The previous intercom system included a "beep" preceding an upcoming announcement. The new system does not have this feature and often the students miss most of the announcement.

### **REPORTS**

#### First Reading of the 2012-2013 and 2013-2014 Calendars

Supt. Klaehn relayed that the Calendar Committee had met twice, explained that the draft 2012-2013 calendar has only 174 student days, and reviewed the calendar with the Board. The calendar provides an experimental concept of replacing two half-day inservices with two early outs for teachers to do end-of-the-quarter grading.

Member Molly Rieke said that there has been discussion of adding additional early outs. She also relayed that the DEEA contract states there would be 175 student days. Supt. Klaehn stated that setting the number of student days falls under the managerial rights of the School Board and should not be a part of the teacher contract; in fact, it erroneously was not removed from the recently approved DEEA contract. Mr.

Klaehn will get official confirmation from the DEEA representatives that “175 student contact days” can be removed from their contract.

Mr. Klaehn also relayed that this year’s early outs are allowing our staff to have beneficial meetings meet with other school district peers.

The discussion resulted in the consensus that, if there are 175 student days in the 2012-13 calendar, the best plan would be to change Wed., March 27 to a school day with an Early Out.

Mr. Klaehn also reviewed the 2013-2014 Calendar which is a mirror of the 2014-2015 calendar.

The calendars will be brought back for a second reading and possible approval at the March Board meeting.

### Review of the Assumptions

Supt. Klaehn noted that the 2012-13 Board Assumptions will be approved at the March Board meeting and provided an update. Items noted:

- we may be forced to raise lunch prices due to legislation
- there may be possible change of John Ostrowski’s duties to .45 Assistant Principal, .45 Activities Director, and .10 Community Education Director – the remaining Community Education Director position would be assigned to someone else and Mr. Ostrowski would assist with the new teacher evaluation program being instituted
- Bryan Berg will move into the Technology Director position and a full-time technology person would be added
- the staff has responded well to the One-to-One technology initiative and additional support is needed
- positions of Summer Marching Band, Prom Coordinator and Graduation Coordinator will be considered, as well as an increase in the custodial supply budgets
- proposed food and milk cost increases still need to be determined

### Meet & Confer

Member Andring and Member Austinson said the Meet & Confer meeting was very positive. The teacher representatives gave a variety of thank yous to the Board and administration for technology support, interventionists who provide student support, and the articles that Mr. Klaehn writes.

One of the challenges for staff is getting lab space and the limited amount of band width which holds back their desire to use technology in the classroom. They would like to see the labs maintained as the district continues with the One-to-One laptop initiative. The staff was very appreciative of not being told how to incorporate the laptops in their classroom; rather, they were allowed to make use of them as they wished.

Another discussion item was Schedule B of the DEEA contract and the fact that they would like to foster having more teachers in coaching positions.

The Meet & Confer discussion also included state licensure changes and the hope that the district can provide some opportunities for staff to obtain requirements within their staff development activities. The group also discussed the pros and cons of early outs and late starts.

Supt. Klaehn noted that recent negotiations were “tough” but it was clear that staff are valued and that staff cuts will not be required. He also advised that the recent OSHA inspection overall went well, but there will be some fines connected to the final report. Mr. Klaehn relayed that the teacher representatives were very complimentary of the custodial work in both buildings.

## **NEW BUSINESS**

### 2012-13 Unassigned General Fund Budget Overview and Planning

Supt. Klaehn said that, if the Board wished the administration to look into “cuts”, they would need to give them that direction. He reviewed the Unassigned General Fund Budget with the members and recommended that no additional staff or program reductions need to be made.

A motion was made by Member Rieke to adopt the reduction resolution as a precautionary measure in case it should be needed due to the uncertainty of state financing. The motion was seconded by Member Austinson.

Ms. Rieke stated the reason she made the motion was because of concerns about upcoming negotiations and the current low cash balance of the district. Mrs. Austinson relayed her concerns about

government funding. Mr. Klaehn advised that the cash balance of the district does not reflect its financial status, which is very good at this time and is expected to continue into the next fiscal year.

Member Andring advised that the resolution states, "the financial condition of the school district dictates that the school board must reduce expenditures immediately." The school district's financial condition is good and Supt. Klaehn is not recommending approval of the resolution. Mr. Andring added, "Supt. Klaehn is very cautious in regard to financial decisions of the district."

Supt. Klaehn advised that there is no intent by the state to cut funding this year. He explained that the resolution starts the process of making cuts and the Board would need to indicate a dollar amount they want removed from the budget.

Member Austinson withdrew her second of the motion.

Member Rieke did not withdraw her motion.

Three times Vice Chair Loftus called for a second of the motion. Hearing none, the motion died on the table.

### 2012-13 Capital Expenditure Considerations

Supt. Klaehn reviewed the Capital Outlay structure with the Board. Feeling that the music budget needs to be determined by the number of students participating, it will be changed accordingly. Currently there is \$255,000 in Operating Capital and \$180,000 assigned to the Capital Projects Fund.

Mr. Klaehn also presented the Long-Range Capital Expenditure Considerations. District-wide proposed projects in upcoming years include:

- maintenance/replacement of blacktop
- repair/maintenance of roofs
- copy machine replacement
- updating controls for HVAC systems in all buildings
- playground maintenance/upgrade
- acoustical ceiling upgrades in the classrooms
- replacement of old high school lockers
- replacement cycle for replacing Fitness Center equipment
- abate floor tile in high school or cover with carpet
- replacement of folding chairs
- exterior building maintenance needs
- adding 9<sup>th</sup> grade to the One-to-One laptop program
- mobile laptop lab
- football field lights
- Dover bus shed doors
- textbooks/curriculum writing

### Consent - Accept Resignations

A motion was made by Member Peterson, seconded by Member Rieke, and carried unanimously to accept the resignation of BROOKE BERNARD as Varsity Volleyball Coach and CONNIE SOBOTTA as Instructional Assistant.

### Consent - Approve Hires

A motion was made by Member Johnson, seconded by Member Peterson, and carried unanimously to approve the hire of THOMAS DEAN, JR. as Long-Term Substitute Agriculture Instructor, WANDA HANSON as Spelling Bee Coordinator, and KELLY SCHUETTE as C Softball Coach.

### Consent - Accept Donations

A motion was made by Member Rieke, seconded by Member Andring, and carried unanimously to accept the following donations: 1) High School - \$128.23 in KWIK TRIP rebates, \$200 to Yearbook from the CLASS OF 1981 and a \$572.85 grant to Page Masters from PEOPLE'S COOPERATIVE SERVICES; 2) Elementary -- \$1,500 from PATT for 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grade field trips; 3) DARE - \$700 from the DOVER FIRE DEPT, \$100 from EASTWOOD BANK, and \$250 from KWIK TRIP.

## **HEARING OF REPORTS**

**Superintendent's Report & Communication** -- Supt. Klaehn relayed the following: 1) Shared the order form staff and students are using to order posters and banners. The first revenues received would pay for the machine and supplies; 2) Provided a summary of two southeast legislative meetings. At the first meeting, the group of superintendents relayed to the legislators four points on which they should focus. Members Austinson and Andring joined him at the second meeting where 11 legislators and 50 attendees had a very successful discussion; 3) Reminded the members of the School Board elections this fall; 4) He was pleased with our staff's compliance and assistance during the OSHA visit. Some of the items mentioned during the visit had never arisen during mock OSHA reports; 5) He was very proud of DE hosting the section dance meet on Saturday. He added, "I am really proud of our school, as well as the staff and parent volunteers;" 6) Advised that the new light structure in gym works well for wrestling meets and he suggested putting a floodlight on the flag; 7) A Joint Legislative Conference is scheduled for March 21-22 in St. Paul.

### **Board of Education Committee Reports & Communication**

**Rieke** – Thanked everyone for the "nice job" at the MSBA presentation. It was very impressive and displayed two perspectives of the One-to-One Laptop initiative. Ms. Rieke thanked the Board for the calendar discussion that evening and thanked Mattie Jo Ostrowski for providing the student perspective during her report. She will be attending an Early Learning Council meeting at the Capitol on February 13<sup>th</sup> where the focus is to have more children screened at age 3. Ms. Rieke ended her report by saying, "I am proud, not only of the success of the sporting teams, but also of the academic teams. It is great to see that they enjoy things outside of the classroom."

**Peterson** – Congratulated the Academic Triathlon team as well as the Math League and Dance team and wished them good luck at state competition. He has been watching the Dance team improve in last few years and said, "the coaching is phenomenal." He ended his report by saying, "Hopefully, boys' basketball, girls' basketball and wrestling will also have a great season and go as far as they can go in the competition."

**Johnson** – Member Johnson was unable to attend recent Technology Committee meetings and suggested that remote meetings be considered. In regard to the One-to-One Laptop presentation at MSBA he said, "It was really great and I am really proud of our district. I heard people say that no one has ever pulled this all together before and the presentation gave them a way to do it. Dover-Eyota and Stewartville did great job presenting their two perspectives." Mr. Johnson congratulated the Dance team and Math League as they head to state competition. In regard to the discussion about Capital Expenditure considerations he said, "Facilities matter. Athletic areas are part of our facility and a learning area. It will be tough to fund (new football field lights) so we have to make it a Board goal as well as maintain the exterior parts of the building."

**Austinson** – Mrs. Austinson had attended the Meet & Confer session. In regard to the meeting with legislators she said, "I don't know the correct forum, but I feel we should react to the discussion." She would share her notes with Supt. Klaehn for a possible *Eagle* article.

**Andring** – Being on the Health & Safety Committee, he sees how John Ostrowski, Wayne Ellringer and Gary Franzen quickly respond to items on a mock OSHA report. If they did not react in such a manner, the real OSHA concern list would be much longer. The Southeast Service Cooperative is in the process of filling a couple of personnel vacancies. Mr. Andring thanked the teacher representatives for their input at the Meet & Confer that evening. In regard to the legislative sessions he said, "I learned a lot and feel that the legislators realize the importance of education. Sometimes they need to vote for the betterment rather than partisan." Member Andring advised that Supt. Klaehn did an excellent job as moderator for the sessions with the legislators.

**Loftus** – He was unable to attend a Wellness Committee meeting but keeps up with the activities through the meeting minutes. Mr. Loftus missed not attending the MSBA Leadership Conference this year and congratulated all involved in the One-to-One Laptop presentation. He also congratulated the Academic Triathlon team and Math League for their accomplishments. He noted that, not only do the senior high programs do well, but the junior high teams are also very successful. Member Loftus said, "It says a lot for the Dance girls and coaches to make it to state. You have one unpaid coach and one paid coach that is willing to

split her pay to give to the other. Megan (Fay) has put a lot of hard work into that program. We have a couple of coaches that are dedicated to the sport and the girls are the ones that make it happen.”

**ADJOURNMENT**

A motion was made by Member Peterson, seconded by Member Johnson, and carried unanimously to adjourn the meeting at 10:11 PM.

Don Andring, Clerk  
Cb