

ORGANIZATIONAL BOARD MEETING MINUTES

Monday, January 9, 2012

Chair Pagel called the organizational meeting of the Dover-Eyota Board of Education, District #533, to order at 6:30 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 Chris Berg, Gary Betcher, Todd Rowekamp, Jeanne Svobodny, and Reporter Bill Lisser.

The Pledge of Allegiance was recited.

Approval of Agenda

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

Election of Officers for the Calendar Year 2012

Chair Pagel called for nominations for the position of Board **Chair**. Member Johnson nominated Ron Pagel. Member Rieke nominated Don Andring. Chair Pagel called for nominations three more times and, hearing none, asked for a motion ceasing nominations. Member Andring made a motion ceasing the nominations. The motion was seconded by Member Johnson. A roll call vote for Chair was taken with the following voting for Ron Pagel: Peterson, Johnson, Pagel, Andring, and Austinson. Those voting for Don Andring: Loftus and Rieke. With a vote of 5 to 2, Ron Pagel was named Chair.

Chair Pagel called for nominations for the position of **Vice Chair**. Member Loftus nominated Todd Peterson. Member Andring nominated Gene Loftus. Chair Pagel called for nominations three more times and, hearing none, Member Johnson made a motion ceasing the nominations. The motion was seconded by Member Rieke. A roll call vote for Vice Chair was taken with the following voting for Todd Peterson: Loftus, Rieke, and Peterson. Those voting for Gene Loftus: Johnson, Pagel, Andring, and Austinson. With a vote of 4 to 3, Gene Loftus was named Vice Chair.

Chair Pagel called for nominations for the position of **Clerk**. Member Peterson nominated Molly Rieke. Member Loftus nominated Don Andring. Chair Pagel called for nominations three more times and, hearing none, asked for a motion to cease nominations. A motion was made by Member Austinson and seconded by Member Rieke to close the nominations. A roll call vote for Clerk was taken with the following voting for Don Andring: Loftus, Johnson, Pagel, Andring, and Austinson. Those voting for Molly Rieke: Rieke and Peterson. With a vote of 5 to 2, Don Andring was named Clerk.

Chair Pagel called for nominations for the position of **Treasurer**. Member Andring nominated Todd Peterson. Member Loftus nominated Dan Johnson. Chair Pagel called for nominations three more times and, hearing none, asked for a motion to cease nominations. A motion was made by Member Rieke and seconded by Member Peterson to close the nominations. A roll call vote for Treasurer was taken with the following voting for Todd Peterson: Rieke, Andring, and Peterson. Those voting for Dan Johnson: Loftus, Pagel, Austinson and Johnson. With a vote of 4 to 3, Dan Johnson was named Treasurer.

Consent – Set Board Meeting Dates

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

Regular Board Meeting Dates through January 2013 as follows with a starting time of 7:00 PM in the Dover-Eyota High School Media Center:

February 13, 2012
March 12, 2012
April 9, 2012
May 14, 2012
June 11, 2012

July 9, 2012
August 13, 2012
September 10, 2012
October 8, 2012
Tue., November 13, 2012

December 10, 2012
January 14, 2013 to include an
organizational meeting ½ hour prior

Regular Board Meetings through January 2014 as follows with a starting time of 7:00 PM in the Dover-Eyota High School Media Center:

February 11, 2013	July 8, 2013	December 9, 2013
March 11, 2013	August 12, 2013	January 13, 2014 to include an
April 8, 2013	September 9, 2013	organizational meeting 1/2 hour prior
May 13, 2013	October 14, 2013	
June 10, 2013	Tue. , November 12, 2013	

Set School Levy Information Meeting for 2012

The Board discussed the fact that no one has attended the levy meetings the past two years and that the district pays the county to list the meeting on the tax statements. It was felt that there is an obligation to the public to hold levy information meetings even if no one attends.

Member Austinson made a motion to hold a School Levy Information Meeting an hour before the meeting at which the Board approves the levy and advertise that meeting in the Dover-Eyota *Eagle*. The motion was seconded by Member Andring.

Member Austinson entertained an amendment to her motion to include publishing the meeting notice on the tax statement. The amendment was seconded by Member Johnson and carried unanimously.

The vote on the motion to hold a School Levy Information Meeting and hour before the meeting at which the Board approves the levy and advertise that meeting in the Dover-Eyota *Eagle* and on the tax statement carried unanimously.

Set Officers' Pay and Board Salary for the Calendar Year 2012

A motion was made by Member Rieke to set the officers' pay and Board salary as presented with the addition of \$100 per day (\$50 per half day) to the Negotiating Team during mediation.

Member Andring amended the motion to include a \$150 stipend to the Treasurer. Member Loftus seconded the amendment and a vote on the amendment carried unanimously.

A vote on the motion to approve set the officers' pay and Board salary for the Year 2012 as follows carried unanimously.

\$1,350.00	Regular salary
\$1,000.00	Matching 457 Plan District Contribution up to
\$ 300.00	Committee work
\$ 500.00	Additional salary for Chair
\$ 200.00	Additional salary for Clerk
\$ 150.00	Additional salary for Vice-Chair
\$ 150.00	Additional salary for Treasurer
\$1,800.00	Negotiations Team
	(Payment made to team. Disbursement decisions made by team)
\$ 100.00	Per day (or \$50 per half day) to Negotiations Team during mediation
\$ 100.00	Per day (or \$50 per half day) for attending Board-recommended conferences or training

Consent – Board Assignment of Duties and Disclosure Statements

A motion was made by Member Rieke and seconded by Member Peterson to approve the following resolutions:

- 1) The Superintendent of Schools shall assign District Office staff to perform the duties of the offices of Board Clerk and Board Treasurer.
- 2) Require any Board member doing business with the school district to sign an annual disclosure statement (Attachment A).

A roll call vote resulted in the following voting in favor: Loftus, Rieke, Peterson, Johnson, Pagel, Andring, and Austinson. Those voting against the same: none. The motion carried unanimously.

Consent – Assign Members for Year 2012 Committees

A motion was made by Member Rieke, seconded by Member Peterson, and carried unanimously to assign members for the Year 2012 committees as follows:

Board Committees

Meet and Confer	Andring, Johnson, Austinson
Negotiations	Peterson, Loftus, Rieke
Purchasing	Andring, Loftus, Peterson
Legislative	Austinson, Rieke, Johnson

Advisory Committees/Task Forces

Minnesota School Board Association	Johnson
Minnesota State High School League	Peterson
Calendar	Rieke
Community Education Advisory	Rieke
Crisis	Austinson
District Media Review	Pagel
Dollars for Scholars	Loftus
Gifted & Talented Advisory	Peterson
Hiawatha Valley Education District	Pagel
Playground	Austinson
Systems Accountability	Austinson
Safety	Andring
Assessment	Johnson
Technology	Johnson
Vocational Family	Loftus
Wellness	Loftus
Theater/Text Review	Austinson

Elected Offices

Southeast Service Cooperative	Andring
Three Rivers Conference	Pagel
MSBA Delegate Assembly Representative	Austinson

It was noted that the Negotiating Team negotiates with the Dover-Eyota Education Association, the Dover-Eyota Principals' Association, and the Teamsters Union. The Head Board Negotiator and Chair negotiates with the Superintendent. The Superintendent negotiates with all other groups.

Consent - Approve Organizational Items for the 2012-2013 School Year

A motion was made by Member Peterson, seconded by Member Rieke, and carried unanimously to approve the Organizational Items as presented.

Approved Activities Honoring Staff to include recognition breakfasts during American Education Week and Teacher Appreciation Week and other such events/awards as deemed appropriate by the administration.

Approved funding Purchase of Flowers for staff in cases of employee's hospitalization, birth of child, and death, as well as death of employee's spouse, child or parent.

Approved Memberships in the Southeast Service Cooperative, Minnesota School Board Association, National School Board Association, Minnesota State High School League, Minnesota Rural Education Association, Minnesota Council for Quality and Rochester Area Math/Science Partnership.

Student Teacher Agreements would be renewed with Winona State University, St. Mary's University, Luther College and Dakota State University.

Approved the Miscellaneous Pay Schedule (Attachment B).

Appointed Elementary Principal Jeanne Svobodny as the school district's Local Educational Agency (LEA) Representative.

Named all of the Federal Deposit Insurance Corporation (FDIC) and Federal Savings & Loan Insurance Corporation (FSLIC) institutions in Minnesota or endorsed by the Minnesota School Board Association as the Official School Depositories.

Designated the Superintendent of Schools as the Official School District Representative.

Named the Rochester *Post Bulletin* as the official school newspaper.

Named the Official School Radio and Television Stations as KROC 1340 AM and 106.9 FM (radio) and KTTC Channel 10 (television).

Continued the Overdraft Fee of \$30 to be assessed to insufficient fund checks received by the school district.

Bidding would follow these guidelines: Any item for purchase exceeding \$20,000 be brought to the Board for determination of purchase process.

Authorized the Administration to pay bills subsequent to Board approval to take advantage of discounts and avoid interest charges.

Authorized the school district officers to have a Signature Plate for check-writing purposes. In cases where there were changes in the Board officers, the Board authorized the use of the current signature plate until one with the new officer signatures could be obtained.

Authorized Superintendent Bruce Klaehn and/or his designee to make Electronic Fund Transfers.

Hiring Process – The superintendent was given the right to conditionally hire an individual with the expectation that he/she would bring the proposed hiree to the Board for final approval at the next Board meeting. Such hiring would also be contingent upon an acceptable background check report.

Adjournment

A motion was made by Member Andring, seconded by Member Peterson, and carried unanimously to adjourn the meeting at 7:08 PM.

Don Andring, Clerk
Cb

Disclosure Statement

THIS DISCLOSURE STATEMENT, is made by Donald H. Andring this 9th day of January, 2012;

1. WHEREAS, Donald H. Andring is one of the owners of Don's Electric, Inc. of St. Charles, Minnesota.
2. WHEREAS, Don's Electric, Inc. furnishes electrical goods and services to the Dover-Eyota Public School System.
3. WHEREAS, Donald H. Andring is a member of the school board for said school district.
4. WHEREAS, Donald H. Andring wishes to avoid any conflict of interest.

NOW THEREFORE, Donald H. Andring states and discloses as follows:

1. Donald H. Andring is an owner/employee of Don's Electric, Inc. of St. Charles, Minnesota, which furnishes electrical goods and services to the Dover-Eyota School System and Donald H. Andring is a member of the school board for said school district.
2. Don's Electric, Inc. will furnish its materials and services to Dover-Eyota School District at its regular prices that will be at a reasonable value.
3. Donald H. Andring's title is President of Don's Electric, Inc. which is the holder of legal title of Don's Electric, Inc.
4. The price offered by Don's Electric, Inc. to Dover-Eyota School Systems will not exceed that offered to Dover-Eyota School Systems by other suppliers.
5. Donald H. Andring hereby gives notice that when he moves to pay bills or votes in favor of motions to pay bills, it is his intention to abstain from voting on any statement or bill submitted by Don's Electric, Inc.
6. It is the intention of Donald H. Andring that this disclosure statement be filed with the secretary for the Dover-Eyota School Board and considered a permanent portion of the minutes so that for convenience sake, he need not point out at every meeting, on every vote regarding bills, that he is voting for the payment of bills, but abstaining on voting regarding his own bill. Instead, it is the wish of Mr. Andring that this disclosure of Mr. Andring's conflict of interest act as an automatic abstention on the vote of said Andring bills.


Donald H. Andring

DOVER-EYOTA ISD #533
Miscellaneous Payments Schedule
(Effective 1/10/2012)

The following rates will be used for payments to individuals whose work is not covered under any existing master agreement or contract:

1. Dover-Eyota Schools will reimburse substitute teachers according to the following schedule:
 - One full day of substitute teaching (licensed teacher).....\$110.00
(Partial days will be pro-rated according to number of teaching periods.)
 - Long Term substitute teacher (defined by Principal).....placement on teacher contract schedule per individual teacher training and experience and as determined by superintendent.
2. Teamster Union substitute workers.....First step of the position being substituted.
 - Licensed teachers currently on the DE staff who perform as a substitute for any non-licensed position shall be paid on the Teamster pay schedule according to their years of DE service up to a maximum of 5 years.
3. Workers at athletic events: **(SEE ATTACHED)**
4. Student assistant to the custodian / approved by supt.....\$1.00 over Min. Wage + \$.50/yr. Exper.
5. Mileagecurrent IRS Approved Rate
6. Per Diem Rates:
 - Breakfast.....\$8.00
 - Lunch.....\$12.00
 - Dinner.....\$16.00
 - Alternate Maximum.....\$40.00/day

Any other services performed on behalf of the district will be negotiated on an individual basis with the superintendent, and be reimbursed commensurate to the job performed and justifiable with rates listed above.

More on reverse

(Attachment to the Miscellaneous Payments Schedule)

SUPERVISION PAY SCHEDULE
(Effective 1/10/2012)

Rate

Supervision

Football, Soccer	\$26
Inside events	\$26
Event Supervisor	\$60
Saturday Supervisor	\$17.50 per hour

Scoreboard

Football, Soccer	\$23
Inside events	\$27.50
9 th grade game-clock	\$5
9 th grade-scorebook	\$5

Official Book

Football	\$23
Inside events	\$27.50

Announcer

Football, Soccer	\$23
Inside events	\$27.50

Lines

Volleyball	\$27.50
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Libero Tracker

Volleyball	\$27.50
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7-8th Grade Officials

Volleyball	\$25 per grade level	per Rochester association
Basketball, Baseball, Softball, Football	\$25 per grade level	per Rochester association

9th Grade & B Officials

Head Ref – B only	\$45
Football, Baseball, Softball	\$29 per game

9th Grade Officials

Basketball	\$29 per game
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Ticketakers

Football	\$90 per game
Inside events	\$60 night (4:30-8 pm, 3 games)
Inside events	\$45 night (5:30-8 PM, 2 games)

Chain gang

Employee Event Pass