

SCHOOL BOARD MEETING MINUTES

Monday, May 9, 2011

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:03 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 Laura Fierro. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Activities Director/Principal John Ostrowski, Business Manager Gary Betcher, Technology Coordinator Bryan Berg, Administrative Assistant Chris Berg, Trisha Dietz, Tracy Ebmeyer, Brian Hasleiet, Cali Salley, Elizabeth Wells, Elizabeth Wilke, and Doug Zars.

The Pledge of Allegiance was recited.

Agenda

Supt. Klaehn asked that New Business item 13f be added: Modify the Hockey Sharing Agreement.

A motion was made by Member Andring, seconded by Member Johnson, 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 Johnson, and carried unanimously to approve the April 11, 2011 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 \$100,912.58.

Special District Bills

A motion was made by Member Loftus, seconded by Member Johnson, and carried unanimously to approve the payment of the Special District Bills totaling \$168,720.28.

Treasurer's Report

A motion was made by Member Rieke, seconded by Member Andring, and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$1,808,924.58, as well as the April electronic transfers.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp relayed the following: 1) Senior activities this month include Baccalaureate, boat cruise, dress up days, graduation rehearsal, and graduation. Members Austinson, Pagel and Peterson will assist at the graduation ceremonies; 2) The reading, writing and math Minnesota Comprehensive Assessments (MCA) went smoothly and the high school is now in the midst of 8th and 10th grade computerized Science tests. Mr. Rowekamp thanked the teachers for the adjustments they made during testing and learning how to proctor the tests. He also thanked Curriculum Director Jane Johnson, School Social Worker/Dean Katie Johnson, and Counselor Tom Surprenant for all of their work and communication with teachers about the process; 3) On April 19th, the Olmsted County Sheriff's Dept. brought in dogs to check over the high school building in conjunction with a lockdown drill with warning (which means they continued the business as usual but stayed in the classrooms). A sprinkler head also malfunctioned causing an unplanned drill later in the day.

Spanish Instructor Mrs. Elizabeth Wells and students Trisha Dietz and Elizabeth Wilke came forward to talk about their trip to Spain. They thanked the Board for approving the trip and for their financial support. Mrs. Wells said, "I could not have been prouder to travel with these girls. This was possibly the best experience I have had and I've travelled quite a bit. It was great how they embraced the experience and appreciated the different culture and foods. They did a really good job representing Dover-Eyota."

Trisha and Elizabeth talked about the various places they had visited by many different modes of transportation. When asked what experience stuck out most in her mind, Trisha said it was communicating in Spanish and testing her language skills. Mrs. Wells relayed that the courier accompanying them the entire trip was a great resource. The girls felt that the food was definitely memorable and Trisha enjoyed the tour of the Royal Palace in Madrid and its architecture. Elizabeth mentioned that the old people out for a walk always dressed up and their arms were linked, which was very cute. Since it was holy week when they visited, they attended Easter mass. When asked about their experience with the high speed trains, Trisha said it didn't seem like it was that fast when they were in the train, but did seem fast as the trains sped by them. The group didn't have any issues during their adventure and Mrs. Wells said the tour company did a great job with accommodations. She relayed that seven, well-behaved girls went on the trip and she would "do it again in a heartbeat." Because this was a great educational experience, both Trisha and Elizabeth said they would consider being a foreign exchange student in Spain.

Elementary School Principal – Jeanne Svobodny shared the following: 1) Elementary committees were wrapping up this year's activities and planning for next year's needs; 2) Mrs. Svobodny thanked Jane Johnson, Karen Frye and Kathy Smith for their assistance with the MCA and NWEA testing. Fifth grade Science MCAs were completed that day and students wound up Aimsweb and NWEA testing. Supt. Klaehn added that the average person doesn't understand the complexity of the testing process; 3) The elementary teachers are in the process of developing class lists for next year. This is first year they did not accept teacher requests from parents and, thus, the lists seem more balanced throughout the sections; 4) Mrs. Svobodny publicly thanked Jeremy Campbell for the outstanding job he has done as a 4th grade teacher. He will be getting married on New Year's Eve in St. Louis and seeking a teaching position there; 5) Paraprofessionals Kathy Bastian and LouAnne Jenderny will be retiring at the end of the school year and Mrs. Svobodny called them "dedicated, hard-working individuals that will be missed;" 6) Elementary Cook Cindy Gray won the regional Heart of the Program Award and will be one of eight competing at the national level. Principal Svobodny added, "She has such a positive attitude. You can tell she really enjoys her job, and the kids respond to her;" 7) Upcoming elementary activities included the Music Explorer and 5th Grade Band concert the following day, the 5th Grade Musical on May 19th, the 4th and 5th Grade Track & Field and Try Something New Day on May 27th, the 4th and 5th Grade Award Day on June 2nd, the 5th Grade Graduation on June 2nd, and a luau on June 3rd.

Strategic Plan Reporting

Elementary Principal Jeanne Svobodny reported on the elementary Strategic Plan. Points noted:

- expressed her appreciation of the teachers' work this year
- Professional Learning Teams' (PLT) at each grade level develop expectations and activities
- the teams meet once a week
- grade level Smart Goals articulate the focus of each team
- shared the essential skills expected of every grade level by the end of the school year
- the essential skills are posted in each classroom for a continual reminder of their goals
- deep discussions are generated between the colleagues and they provide support for each other

Customer Compliments, Concerns, Complaints

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

HONOR STUDENT SCHOOL BOARD MEMBER

Chair Ron Pagel presented Student School Board Member Laura Fierro with a star paperweight in honor of her service on the School Board.

STUDENT BOARD MEMBER COMMUNICATIONS

Student Board Member Laura Fierro shared the following high school news: 1) The High School Student Council held a staff appreciation breakfast on May 5th; 2) Student Council elections for next year have taken place; 3) The Peer Helpers distributed Reisen and Life Saver candies with their theme focusing on eliminating distracted driving. This year, they also asked two tux rental firms to place reminder cards in the pockets of tuxes rented to Dover-Eyota students; 3) The Band Concert is scheduled for May 19th and the

Choir Concert will be held on May 23rd; 4) Auditions were being held for the DEMA talent show fundraiser scheduled for May 21; 5) They had an “awesome” turnout for the Drama musical. The auditorium was almost full on Friday night and ¾ full during the Saturday and Sunday matinees. The musical was a lot of fun and many people enjoyed the show. The Drama students will have a theatre awards event on May 14th; 6) The Golf team was doing “pretty well,” Softball was 2 and 10, and Baseball was 3 and 9. Track member Ahna Buntrock recently broke the 1600 run set by Julie Mazzitelli in 1988; 7) The FFA held their plant sale and their banquet is May 10th; 8) Art Club members Nathan Riess, Marissa Redalen and Megan Peda received superiors at a recent art show; 9) Prom goers and non-Prom goers attended the Post Prom Party. Senior and junior high parents made the night very fun with a “cool” party; 10) Laura thanked the Board and those attending and said, “Without you the school would not be as great as it is. You show that you care about the students and community.”

REPORTS

First Reading of Revised and New Policies

Supt. Klaehn indicated these were the first readings of the policies. The Internet Acceptable Use and Safety policy will probably be revised every year due to constant changes in the industry. Technology Coordinator Bryan Berg came forward and pointed out the most notable changes in the policy.

Supt. Klaehn relayed that, with the 2010-2011 audit, new terms will be introduced. New Policy 714 – Fund Balances provides definitions of these terms. Business Manager Gary Betcher commented on several of the fund balance terms. The School Board will need to determine the percentage of the annual budget they will strive to maintain as a minimum unassigned general fund balance.

First Reading of the One-to-One Computer Handbook

High School Principal Todd Rowekamp and Technology Coordinator Bryan Berg covered a few of the primary points in the proposed One-to-One Computer Handbook.

- Revised the Lemons Schools’ policy to fit our needs
- this is a basic handbook for students, parents and teachers to understand the process in
 - obtaining a Netbook
 - expectations in their care
 - managing their files and saving their work,
 - the software on the machine
 - acceptable use
 - protecting and storing the laptop
 - repairing and replacing the laptop
 - technical support

Supt. Klaehn relayed that a plan is being considered where parents can pay a \$25 premium for insuring the laptop and explained the various aspects of the school district protection plan. The Board suggested changes to the insurance plan verbiage as well as engraving the school’s name on each unit.

Parents are invited to two May optional meetings and a required meeting in August to find out more about their student’s use of a laptop. The Board discussed the need to provide the “draft” handbook to parents at the May meetings and indicate it could be revised before this fall.

Business Instructor Brian Hasleiet joined Mr. Rowekamp and Mr. Berg to talk about their attendance at the One-to-One Conference in Des Moines, Iowa. Mr. Berg said that it was a great experience, attendees’ questions were answered during the various sessions, and the group came back with a lot of information. Mr. Rowekamp relayed that staff who attended this conference gathered the facts they had learned and shared them with the remaining high school teachers. Mr. Hasleiet said that the use of computers was a “tool” to enhance learning rather than a “change.” He was very impressed with the way the Iowa students were using the laptops in the classroom.

Another group of high school staff will be going to Okoboji, Iowa where they are currently using Netbooks in grades 9-12.

Supt. Klaehn relayed that some of our staff wanted the administration to provide them with expectations in regard to use of the laptops. They were told that minimum expectations may not be developed so that staff would not limit themselves to the expectations; rather, they could use their imagination and be creative in the use of the computers within the classroom. Mr. Hasleiet indicated they

were told the same thing at the One-to-One Conference and that it was found students were showing the teachers various ways the computers could be used to enhance learning.

Mr. Rowekamp learned that several of the One-to-One Iowa schools have a key resource person who finds technology resources (tools) and promotes them to general teachers and finds them at the request of specific teachers.

OLD BUSINESS

Approve 2011-12 Final Calendar and 2012-13 Tentative Calendars

A motion was made by Member Rieke, seconded by Member Peterson to approve the Final 2011-12 Calendar and Tentative Regular and Flexible Learning Year (FLY) 2012-13 Calendars.

Supt. Klaehn relayed that he would write an *Eagle* article explaining that the additional late starts/early outs will allow more time for staff development.

A vote on the motion carried unanimously.

Consider Bids for Gymnasium Lighting Projects

Purchasing Committee Member Gene Loftus relayed that five bids were received and explained the summary bid form.

Member Andring explained that the light switch change in the high school gym will allow some lights to be off during certain events, meaning less energy use. The use of the bi-level lights will also mean an energy savings.

Member Johnson, also a Purchasing Committee Member, said that the recommendation was to accept the lowest bid. He added that there would be no better time to do the project and that installation of bi-level lights will be beneficial.

A motion was made by Member Johnson, seconded by Member Loftus, and carried unanimously to accept the low bid of \$31,100 from Don's Electric, Inc. for updating gym lighting in all facilities and both options in the high school.

Consider Final Adoption of the 2011-12 Preliminary Budget

Supt. Klaehn quickly reviewed the proposed budget and relayed that it did not take into account possible bus driver and teacher contract changes, or legislative budget changes. He indicated that Governor Mark Dayton's budget includes kindergarten funds and, if we receive additional monies, we should put it back into our kindergarten by adding staff.

Mr. Klaehn relayed that the Board will need to pass a resolution no later than the August meeting regarding an operating referendum. The Board will need to decide if they will let the current one expire with no renewal, renew it at same level, or renew it at an additional level.

Supt. Klaehn also talked about a 2011-2012 Technology Integration Teacher Support Plan which will include a Technology Integration Coach. Principal Rowekamp indicated that this position will provide staff with technology tools in and out of the classroom, and find technology resources for them to use to enhance learning. Plans are to use current staff (Kathy Martin and Brian Hasleiet) to fill this position during times they are available rather than hire additional staff. Mr. Rowekamp also talked about developing a student technology support crew to assist in integrating technology.

A motion was made by Member Andring, seconded by Member Rieke, and carried unanimously to adopt the Preliminary 2011-12 Budget (Attachment A).

NEW BUSINESS

Grant Diplomas to the Class of 2011

A motion was made by Member Andring, seconded by Member Rieke, and carried unanimously to grant diplomas to the Class of 2011 (Attachment B).

Maternity Leave Request

A motion was made by Member Johnson, seconded by Member Peterson, and carried unanimously to approve the maternity leave request of CHRISTINA RYAN from August 29 until November 29, 2011.

Consent – Accept Resignations

A motion was made by Member Johnson, seconded by Member Loftus, and carried unanimously to accept the following resignations: 1) JEREMY CAMPBELL as Elementary Instructor effective the end of the school year; 2) DAMON HAMMEL as Assistant Varsity Wrestling Coach; 3) BRAD MORGAN as C Wrestling Coach; 4) TOM EVERSMAN as Cook's Helper; 5) KATHY BASTIAN as Instructional Assistant effective the end of the school year.

Approve Hire

A motion was made by Member Andring, seconded by Member Austinson, and carried unanimously to approve the hire of KAREN FRYE as Academic Triathlon Coach.

Consent - Accept Donations

A motion was made by Member Rieke, seconded by Member Peterson, and carried unanimously to accept the following donations: 1) School Patrol – \$50 from EYOTA AMERICAN LEGION; 2) District -- \$120 worth of flood lamps from DON'S ELECTRIC, INC.; 3) High School – KWIK TRIP Rebates in the amount of \$69.33 to Baseball and \$145.19 to the high school; 4) Band – used clarinet and flute with cases valued at \$350 from RENEE SMITH; 5) Band Trip -- \$20 from JIM & JENNIFER DUSSO; 6) DARE - \$250 from KWIK TRIP; 7) Elementary -- \$1,539.50 received from BOX TOPS FOR EDUCATION and STEVE & MARY JUENEMANN donated \$105 for 5th grade transportation to the *Nutcracker*.

Hockey Sharing Agreement

Activities Director John Ostrowski relayed that the Zumbrota/Mazeppa wants to join our current cooperative with Byron, Triton, Pine Island, Hayfield, and Kasson/Mantorville.

A motion was made by Member Rieke, seconded by Member Peterson, and carried unanimously to approve the revised Hockey Cooperative Sponsorship to include Zumbrota/Mazeppa.

HEARING OF REPORTS

Superintendent's Report & Communication

Supt. Klaehn relayed the following: 1) The Board will participate in the Gopher Count and Eyota Days parades; 2) The district's insurance company has raised concerns about the elementary climbing ropes so Mr. Eric Aeschlimann will look into purchasing a harness system in the hopes that the ropes need not be removed; 3) The district is considering purchasing more bicycle racks with SHIP grant funds and possibly putting a concrete slab with racks on the west side of the high school. Supt. Klaehn applauded Mr. Aeschlimann for his work in obtaining the grant; 4) High school staff have offered to landscape the east side of the building and will begin the process on Saturday; 5) The Whitewater Country Coalition held their first meeting and will continue to meet the first Thursday evening of each month. The group includes members of law enforcement, business, chamber of commerce, and county government. Their first task is to hire a coordinator and assistant coordinator; 6) Education Minnesota has been encouraging school districts to go to the PEIP insurance plan. Our district received a first and a second quote. Meanwhile, through the Southeast Service Cooperative, we received a Blue Cross/Blue Shield quote for a 0% increase for 2011-2012. Because the PEIP has some stipulations that are complicated (such as which clinic you can use) and the premium savings are the same, our district's Insurance Committee decided to stay with the SSC plan; 7) The Board discussed a parental concern about the Hiawatha Valley Education District alternative program being in the same building with the preschool program. Mrs. Svobodny relayed that our staff in Dover feel very comfortable with the VVLC staff and that the Valley View Learning Center students go through a 3-step screening process before assisting in preschool classes and are always supervised. The preschoolers leave before VVLC has open campus for lunch. Member Rieke said that, in the past 7 years, there has only been one incident at the Dover building and the staff acted accordingly during that recent event. Supt. Klaehn relayed that VVLC staff have been very open to communication and cooperative in addressing concerns over the years. The Board discussed whether or not VVLC should have an open campus and was told that, since it is a HVED program, we have no right to make rules for them to follow. Mr. Klaehn will ask the VVLC principal to attend one of our Board meetings to better explain their program.

Board of Education Committee Reports & Communication

Loftus – Notified the Board that the first negotiations session with the teachers' union was set for Thu., May 12. Purchasing Committee had met the previous Friday to open the gym lighting bids. He was unable to attend the last Dollars for Scholars meeting. He was also unable to attend a Wellness Committee

meeting due to the time it was scheduled but found the meeting minutes beneficial in keeping him updated. Mr. Loftus ended his report by expressing his appreciation of Supt. Klaehn for taking photos of the St. Charles' gym lights and sharing it with the Board. He added, "It is a good thing and puts it more in a hands-on position for the Board. This is a tool that should be used more often."

Rieke – Advised that she would be attending the negotiations session on May 12th. In regard to legislative action she said, "I'm not sure of anything at this point." Ms. Rieke thanked the members of the Calendar Committee for their work and thanked the Board for approving the calendars. She ended her report by advising that a Community Education Committee meeting was set for May 23rd.

Peterson – Negotiations with the teachers start on Thursday. He has not attended any Minnesota State High School League meetings and advised that Mr. Ostrowski advises him of any concerns in that area.

Johnson – Attended Purchasing Committee meeting and is excited to move along with the project. He is unable to leave work for Technology Committee meetings; however, recently he attended a meeting via video cast. In regard to additional staff support on the educational rather than technical side of technology, he feels that it will be valuable to have someone thinking from a teacher's point of view available to staff. Mr. Johnson ended his report by saying that staff trips to Iowa to research One-to-One were very successful.

Andring – He was unable to attend a Health & Safety Committee meeting. In regard to the Southeast Service Cooperative's bid for member insurance coverage he said, "It was a massive undertaking and three companies bid for the health insurance. As stated earlier, there will be no increase in insurance premium. We are in a 'healthy trend' at this time." Mr. Andring wished that Laura was still in attendance at the meeting since he wished to thank her for her service on the Board. He added, "She has been a fabulous member. If you didn't see her perform in the *West Side Story* musical, you missed a great opportunity. All of the students and directors did a very good job." Mr. Andring relayed that one, 35-year-old alumni participated at the recent boys' basketball alumni game. He added, "They play hard and it was neat to see alumni participate."

Austinson – Mrs. Austinson relayed her appreciation of Laura Fierro's monthly updates. She thanked everyone involved in the One-to-One initiative and thanked the Peer Helpers for their work. In regard to the Professional Learning Teams presented by Principal Svobodny she said, "It is very impressive, especially with every grade doing it. It could be a model for other schools and is a tremendous job for teachers to do it." As part of the Elementary Playground Committee, Member Austinson advised that two new pieces of equipment will be installed.

Pagel – The Hiawatha Valley Education District Young Writers Conference is coming up and the HVED is starting negotiations with their teaching staff. The HVED budget committee is also talking about program changes for next year.

CLOSED SESSION FOR NEGOTIATION DISCUSSIONS

A motion was made by Member Rieke, seconded by Member Loftus and carried unanimously to go into closed session at 10:56 PM for negotiation discussions.

A motion was made by Member Johnson, seconded by Member Austinson and carried unanimously to end the closed session at 11:40 PM.

ADJOURNMENT

A motion was made by Member Andring, seconded by Member Johnson, and carried unanimously to adjourn the meeting at 11:41 PM.

Daniel A. Johnson, Clerk
Cb

DOVER-EYOTA

Public Independent School District #533

2011 - 2012 REVENUE & EXPENDITURE BUDGET

PRELIMINARY

May 9, 2011

* General Fund UR/UD - Possible Bus Driver & Teacher Contract Changes are NOT included.

FUND	REVENUE	EXPENDITURES	NET
GENERAL FUND	\$8,976,640	\$9,037,000	(\$60,360)
<i>Unreserved / Undes. *</i>	<i>\$8,394,150</i>	<i>\$8,299,150</i>	<i>\$95,000</i>
<i>H & S / Integ. / Unemp.</i>	<i>\$68,000</i>	<i>\$114,000</i>	<i>(\$46,000)</i>
<i>Oper. Capital / DM</i>	<i>\$343,000</i>	<i>\$305,000</i>	<i>\$38,000</i>
<i>Reserved / Desig.</i>	<i>\$171,490</i>	<i>\$318,850</i>	<i>(\$147,360)</i>
FOOD SERVICE	\$590,000	\$610,000	(\$20,000)
COMMUNITY ED.	\$250,000	\$252,000	(\$2,000)
<i>Reserved - CE</i>	<i>\$164,500</i>	<i>\$170,800</i>	<i>(\$6,300)</i>
<i>School Readiness</i>	<i>\$39,500</i>	<i>\$41,000</i>	<i>(\$1,500)</i>
<i>EC Family Ed.</i>	<i>\$42,000</i>	<i>\$36,150</i>	<i>\$5,850</i>
<i>Undesignated</i>	<i>\$4,000</i>	<i>\$4,050</i>	<i>(\$50)</i>
DEBT SERVICE	\$1,486,868	\$8,892,041	(\$7,405,173)

SENIORS 2011

JOE ALAN ABERNATHY	JACOB ORDELL KROGSTAD	TAYLOR GLEN SIMES
KATHRYN MARIE ANDERSON	ALLISON ELIZABETH KRUGER	TAYLOR RENAE SMITH
SAMANTHA LYNN BACKUS	HOLLY TERESA LAUTH	TYSON ROBERT SMITH
MIRANDA LYNN BOETTCHER	NEW TXENG CHRISTOPHER LEE	MORGAN MAE SOBOTTA
ADAM CHARLES BORST	KELSEY LYN LEFEBRE	NICHOLAS C. STEPHANS
KYLE STEVEN BORST	ZACHERY AARON LITTLEFIELD	ANDREW OSWALD STRUCKMANN
JACK RICHARD CHAPMAN II	SHANE PATRICK MANAHAN	KAITLIN LEA TANGEN
CAMERON JAMES CHRISTIAN	TAYLOR E. McCULLOUGH	GRETCHEN JEAN THOE
KELSEY MARIE DESROSIER	DYLAN MARVIN MEYER	DREW ALLEN TURNQUIST
SHAUN ROBERT DOHERTY	ETHAN DOUGLAS MEYER	RYAN ANDREW WEGMAN
HANS CHRISTOPHER DUBBELS	JACOB LOUIS MEYER	LAURA R. WELSH
BENJAMIN SCOTT ERICKSON	ALEX RODNEY MILLER	DANIEL ANDREW WHITE
DREW THOMAS FERRIER	AMY JANE NELSON	ELIZABETH ANNE WILKE
LAURA NACIBE FIERRO	KEITH DOUGLAS OLNES	MACKENZIE JO WILLIAMS
JESSICA GONZALES	RYAN ALAN OLSON	ERIC JAMES YOUNG
AARON MICHAEL HANSEN	SETH OVEREND	ZACHARY DEAN ZABOROWSKI
BRADLEY JOHN HANSON	MEGAN ELIZABETH PEDA	
TIRIL HAUGEN (FOREIGN EXCHANGE)	VILAY RICHARD PHAYVANH	
DAVID JAMES HEID	JESSICA LYNN POTTER	
MARISSA SUE HINTERMEISTER	ALYSSA DAWN PRICE	
KEVIN PAUL HORN	NATHAN DANIEL RIESS	
GRETCHEN MARIE HUBER	SUSAN JEAN ROBINS	
TAYLOR RAY JEAN	GWEN EVELYN ROSENBUSH	
MARISSA MARY JENSEN	BECCA RAE SCHICK	
BRIANA MARIE JOHNSON	JESSE OWEN SCHMIDT	
AMBER JAYNE JORDE	HAYLEE ROSE SCHULTZ	
CAYLA MARIE KRAFT	TARA LYNN SCHULTZ	