

REGULAR BOARD MEETING MINUTES

Monday, February 8, 2010

Vice Chair Gene Loftus called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:04 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Dan Johnson, Gene Loftus, Ron Pagel (7:44 PM), Gary Pedersen, Molly Rieke, and Superintendent Bruce Klaehn. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Activities Director/Principal John Ostrowski, Chris Berg, and Gary Betcher.

The Pledge of Allegiance was recited.

Agenda

Supt. Klaehn asked that the following additions be made to the agenda:

11d Reports – Added Policy Topics

13c Consent – Resignations – Add MANDELL COULSON

13d becomes Consent – New Hires as MADONNA KUIPER is added as Cook's Helper

A motion was made by Member Johnson, seconded by Member Rieke 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 January 11, 2010 Organizational Board Meeting Minutes.

Board Minutes

A motion was made by Member Johnson, seconded by Member Pedersen and carried unanimously to approve the January 11, 2010 Regular Board Meeting Minutes.

Regular District Bills

With Member Andring abstaining, a motion was made by Member Johnson, seconded by Member Austinson and carried unanimously to approve the Regular District Bills totaling \$95,999.16.

Special District Bills

A motion was made by Member Rieke, seconded by Member Johnson and carried unanimously to approve the payment of the Special District Bills totaling \$179,074.78.

Supt. Klaehn provided the Board with information on the final settlement for construction of the elementary parking lot. The Board asked that a representative of Yaggy Colby attend the March Board meeting to explain the additional \$15,000 charge for concrete.

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 \$1,965,422.48, as well as the January electronic transfers.

Business Manager Gary Betcher reported that the district will have some cash flow concerns due to the state delaying our aid payments: a shortfall estimate around April 25th of \$205,000 and a shortfall estimate around May 25th of \$135,000. These should be short term (about 5 to 10 days) and may require the district to do some short-term borrowing. We will continue to monitor the cash flow projections, look at all options, and make a recommendation at the March 2010 meeting.

Chair Ron Pagel arrived at the meeting at 7:44 PM and took over chairing the meeting.

CABINET COMMUNICATIONS

Elementary Principal – Jeanne Svobodny relayed the following: 1) The elementary Building Operations Committee plans for upcoming events and address issues that have been placed in the suggestion box. No suggestions were submitted this past month; 2) PATT donated \$5,000 for two SmartBoards, \$5,000 for roller blades, \$6,000 to classrooms for classroom/curriculum enhancement, \$900 for a playground safety mat, and \$3,100 for specialists and special education areas; 3) The inservice on January 25th included an overview of Professional Learning Teams and “Using Technology to Enhance Math Instruction;” 4) Students will attend a lyceum on February 9th put on by Critters and Company; 5) On February 10th, fourth and fifth grade students will enjoy presentations by WW II veterans, and learn about Internet safety, the hazards of smoking, character education and technology; 6) Parent/Student/Teacher Conferences are scheduled for February 22nd and 25th.

High School Principal – Todd Rowekamp relayed the following: 1) The new Senior Honors English class was designed to prepare students for the CLEP Exam. The recommended minimum score for college credit is 50 and the maximum score is 80. Only four students tested this first year, so the feedback is limited. However, two students scoring in the high 40’s and two scoring in the 70’s is a favorable result; 2) The Middle School Team meets three times a week and is increasingly productive; 3) Winter sports are getting close to subsection competition. He enjoyed watching the girls’ basketball team recently beat Caledonia. Jodi Batzel was named the KTTTC Athlete of the Week; 4) The theatre group finished their cast selection for the *Fiddler on the Roof*. They are planning sets and costumes and rehearsing the musical numbers for their May presentations; 5) Mr. Rowekamp applauded the students and staff who contributed over \$850 to sponsor Deputy Chad Nelson in his Special Olympics Super Polar Plunge. Because of their efforts, he will be accompanying Deputy Nelson for a plunge, as well as sleeping either in the crow’s nest or an igloo overnight; 6) The Student Council and senior class are planning for next week’s Snoball activities. Because the Friday night dance conflicted with boys’ basketball and wrestling the following day, the students learned about talking through scheduling conflicts; 7) Parent/Student/Teacher Conferences will be held the following week and subsection and section athletic tournaments are scheduled for the following week; 8) The snowmobilers raised \$130 for the Lastine family. Advisor Dan Vrieze did a great job organizing the event, the participating students followed the rules, and there were no complaints about the activity.

Customer Compliments, Concerns, Complaints

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

REPORTS

First Reading of the 2010-2011 and 2011-2012 Calendars

Supt. Klaehn led the Board in their first reading of the 2010-2011 and 2011-2012 Calendars.

He advised that the Calendar Committee had met and that there are not a lot of options when Labor Day is late. The staff will be submitting their opinion to the Committee of adding a day off in April and extending the school year one day.

Member Rieke, a member of the Calendar Committee, said that this was a “tight” calendar and attending school that additional day in April will be beneficial should makeup snow days be required.

Supt. Klaehn advised that the 2011-2012 Calendar follows the same format as the previous year and that both calendars will be brought back to the Board in March for a second reading and possible approval.

2010-2011 Budget Planning Discussion

Supt. Klaehn sought from the Board which approach to use in formulating the 2010-2011 budget. The first approach will be to maintain current program levels with opportunities for efficiencies. The second approach will be to establish a fixed amount of budget reduction. Mr. Klaehn leaned toward the first approach and suggested obtaining public input by providing them with an operating referendum vote before any significant levels of reductions occur.

Chair Pagel advised that the Minnesota School Board Association predicts that it will be 7-8 years before districts will see any additional funding from the state.

Supt. Klaehn relayed that, with no expenditure cuts, the district’s budget for 2010-2011 will be near balanced, or, at the worst, \$100,000 in deficit spending. In 2011-2012, there will be the loss of state and local stimulus monies, the long-range state fiscal forecast will be bleak, and the operating referendum will expire. He recommended the Board consider a staff pay freeze during the 2011-2012 fiscal year. The only positive is that

our district will have an anticipated 25 WADM increase that year due to larger classes moving up into the high school level. He also stressed that our current fund balance is a valuable safety net in the planning and budgeting process.

The administration spent a lot of time on capacity and enrollment projections and recommended that the Board consider the following class size caps: K-1 at 90, Grades 2-5 at 92, Grades 6-8 at 94, and Grades 9-12 at 98. The goal is to maximize revenue and yet not sacrifice the quality of education for all students.

The Board held an extensive discussion regarding the two options, enrollment caps, building capacities, the possibility of seeking an operating levy, the affect increased grade level caps will have on class sizes, and keeping the public, students and staff informed of the financial dilemmas the district faces.

The Superintendent will bring to the March 8th Board meeting a tentative 2010-2011 budget using the approach of maintaining current program levels.

Health Insurance Refund

Supt. Klaehn advised that the district will be receiving a one-time “windfall” of approximately \$33,000, because amounts held back each year to assist in high volume years were not needed due to participants holding down costs. Mr. Klaehn advised that the Board has the authority to place the money in the General Fund, use it for staff wellness activities or reduce the premiums for participating staff. Since some of the staff who helped accrue the funds are no longer in the district and some individuals have paid more into the fund than others, it was felt it would be almost impossible to fairly distribute the funds to staff. Mr. Klaehn advised that staff will have input on the use of the funds; however, the Board will make the final decision.

Member Pedersen felt that the district was more than fair during recent negotiations and that the funds should go into the General Fund to help avoid reductions in staff.

Added Policy Topics

Supt. Klaehn relayed that, over the last month, two issues had arisen relating to policy. The first was about homemade food being served to students at school. Although it is a great gesture when parents provide food for athletes before a game, the school district is vulnerable to liability because the event could be considered school-sponsored. It is also questionable how this applies to groups who rent our facilities (i.e., scouting groups, community bible schools, etc.) and serve pot luck to children. There are a lot of “gray areas” in regard to pot luck. Mr. Klaehn indicated that these situations can affect the district’s food license and asked the Board for their opinion.

The Board discussed the various aspects of the issue and asked Supt. Klaehn to find out the possible liability of the district should they allow pot lucks.

The second policy issue was in regard to students bringing a weapon or toy weapon to school. Mrs. Svobodny relayed how she handled a recent incident. Each year the students are told of the consequences of bringing toy weapons to school and what they should do if they forget and do so. The Board felt that the administrative discretion in the policy allows the principal to assess each situation on an individual basis and act accordingly.

OLD BUSINESS

Second Reading of Policy Revisions

Supt. Klaehn relayed that additional research needed to be done on Policy 509 – Enrollment of Nonresident Students and Policy 805 – Waste Reduction & Recycling.

A motion was made by Member Johnson to approve the revised policies excluding Policy 509 and Policy 805. The motion was seconded by Member Andring and carried unanimously. Revised policies approved:

[208](#) – Development, Adoption, and Implementation of Policies

[404](#) – Employment Background Checks

[503](#) – Student Attendance

[515](#) – Protection and Privacy of Pupil Records

[521](#) – Student Disability Nondiscrimination

[615](#) – Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students

[618](#) – Assessment of Standard Achievement

[707](#) – Transportation of Public School Students

[708](#) – Transportation of Nonpublic School Students

NEW BUSINESS

Consent – Fundraising Requests

A motion was made by Member Rieke, seconded by Member Loftus and carried unanimously to approve the Baseball Team offering D-E logo paintings and the FFA selling Ozark Delight Lollipops.

Leave of Absence Request

A motion was made by Member Loftus, seconded by Member Pedersen and carried unanimously to approve the maternity leave of absence for GABRIELLE SARCIA from approximately May 24 through June 7, 2010.

Consent – Accept Resignations

A motion was made by Member Pedersen, seconded by Member Austinson and carried unanimously to accept the resignations of Science Instructor GABRIELLE SARCIA at the end of the school year, BEVERLY SHARP as Junior High Knowledge Bowl Coach, and MANDELL COULSON effective March 16, 2010.

Consent - Approve Hires

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the hire of AIMEE FINLEY as Long-Term Substitute (.0833 FTE) Work Experience Instructor through the end of the school year and MADONNA KUIPER as Cook's Helper.

Consent - Accept Donations

A motion was made by Member Pedersen, seconded by Member Andring and carried unanimously to accept the following donations: 1) Elementary -- \$150 from EASTWOOD BANK for the Milk Break Angel Account and \$15,000 from PATT; 2) DE Eagle -- \$20 from Leslie Horn; 3) High School - \$750 from CHOSEN VALLEY VETERINARY CLINIC to the FFA (Pfizer Program) and \$1,610 from the DOVER-EYOTA MUSIC ASSOCIATION for drums.

HEARING OF REPORTS

Superintendent's Report & Communication

Supt. Klaehn provided the following information: 1) The Board Retreat scheduled to begin at 6 PM on Wednesday, February 17 will include a midyear goals update, summary of the Baldrige Report, an early draft of the 2010-2011 Strategic Plan, Board self evaluation, and Superintendent evaluation; 2) The Baldrige award event is scheduled for May 18; 3) Mr. Klaehn enjoyed hearing the student stories at the Beat the Odds Banquet where local student Kathleen Vrieze received a scholarship; 4) Updated the Board on the car accident lawsuit; 5) Advised that Roger Horning, husband of Nancy Horning, had recently passed away; 6) The Rochester Area Math Science Partnership will be going to a "hybrid" Baldrige report. Rather than doing a full-fledge report, a select number of schools will annually report to the RAMSP Board on how they are improving academics and instruction. Curriculum Director Jane Johnson recently did an outstanding job preparing a report to the RAMSP on our Baldrige processes. Mr. Klaehn thanked the entire administrative team for their input which made Dover-Eyota "glow" at the presentation.

Board of Education Committee Reports & Communication

Loftus – Thanked Greg Olson for all of his efforts in promoting patriotism at the high school. Mr. Loftus liked the two options and information provided regarding future financial planning. He said, "It is a big picture and it will take a lot of thought on how we will hold it all together." He noted that curriculum could be affected and that there will be a lot of work ahead to avoid going into deficit spending.

Pedersen – Mr. Pedersen advised that he will be manning the township booth at the joint legislative conference on March 25.

Rieke – Mrs. Rieke advised that the Calendar Committee had met to discuss the 2010-2011 and 2011-2012 calendars and will meet again on February 16. She hoped that the Community Education Committee will soon meet. Member Rieke thanked Supt. Klaehn for his work on the budget process and thanked the Eyota American Legion for the flags.

Johnson – Mr. Johnson said, "Everyone in the district contributes to the Baldrige process every day. Just trying to implement the continuous improvement process and exceeding in many ways, is very important." In

regard to possible reductions he said that the district must be careful in what they dismantle. Member Johnson will share information with the counselor's office that he obtained at an early bird session of the MSBA Leadership Conference. In regard to the general session of the conference he said, "It was pretty much depressing. We will have some tough choices in the future."

Andring – At the Minnesota Service Cooperative meeting he was voted Vice Chair and the group renewed the service coop contracts. Mr. Andring was glad to see that the Pledge of Allegiance was again being recited in the schools. He congratulated Dover-Eyota on being a healthy school district as indicated by the health insurance rebate. Regarding the budget, he stated, "I am glad we have choices...a lot of schools don't have choices...they must make cuts."

Austinson – Mrs. Austinson advised that the Playground Committee will soon meet. At the Leadership Conference, things were "bluntly" relayed to the attendees. She attended a breakout session and learned a lot about lobbying. She enjoyed talking with other school personnel to find out what their districts are doing. Member Austinson added, "We are definitely in a good situation compared to other districts." She ended her report by saying that she looked forward to the *Fiddler on the Roof* musical.

Pagel – The Hiawatha Valley Education District had approved the contract with staff before the deadline. Member Pagel congratulated Don Andring on the award he had received at the Leadership Conference. He asked that the Board and Superintendent evaluations be emailed to Members and that they return them to Chris Berg by February 15 for tabulation.

ADJOURNMENT

A motion was made by Member Johnson, seconded by Member Pedersen and carried unanimously to adjourn the meeting at 10:07 PM.

Daniel A. Johnson, Clerk
Cb