

# REGULAR BOARD MEETING MINUTES

Monday, September 14, 2009

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:00 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Julie Austinson, Dan Johnson (7:22 PM), Gene Loftus, Ron Pagel, Gary Pedersen (absent 8:10 to 9:15 PM), Molly Rieke, Superintendent Bruce Klaehn and Student Board Member Travis Schreier. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Chris Berg, Gary Betcher, Brandi Hermanson, Emmylou Hermanson, LeeAnn Hermanson, Loren Kiefer and John Ostrowski.

The Pledge of Allegiance was recited.

## Agenda

Supt. Klaehn asked that an item be added: 12j – Hockey Agreement

A motion was made by Member Pedersen, 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 Andring, seconded by Member Austinson and carried unanimously to approve the August 10, 2009 Regular Board Meeting Minutes.

## Board Minutes

A motion was made by Member Rieke, seconded by Member Loftus and carried unanimously to approve the August 25, 2009 Board Retreat Minutes.

## Regular District Bills

With Member Andring abstaining, a motion was made by Member Pedersen, seconded by Member Loftus and carried unanimously to approve the Regular District Bills totaling \$308,965.65.

## Special District Bills

A motion was made by Member Rieke, seconded by Member Austinson and carried unanimously to approve the payment of the Special District Bills totaling \$169,680.03.

## Treasurer's Report

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,994,020.82, as well as the August electronic transfers.

## **CABINET COMMUNICATIONS**

Elementary Principal – Jeanne Svobodny shared the following: 1) Open House went extremely well with 97% attendance. Many compliments were received about the new parking lot and only a few vehicles had to park on Knowledge Road. Deputy Chad Nelson monitored the parking lot on the first day of school and things went smoothly and continue to go smoothly. There are no issues about people dropping off their students in the wrong spot and the area is much safer; 2) The back-to-school staff development activities were well received. A highly engaging presenter held a workshop on our new math program, providing many helpful tips for the teachers. Mrs. Jill Magnuson did a wonderful job facilitating one group in a discussion about using literacy centers during reading instruction. She recently finished her reading licensure requirements from Hamline and passed the national test; 3) Enrollment on the second day of school was 86 kindergarteners, 84 first graders, 85 second graders, 94 third graders, 94 fourth graders and 100 fifth graders; 4) Food & Nutrition Director Carrie Frank, School Nurse Nancy Horning and she met with families of students with severe peanut allergies. Procedures have been instituted to ensure that those students have a safe environment without high anxiety; 5) Scheduling the instructional assistants into the various areas of need is challenging, especially in special education; 6) The late resignation of the LRP instructional assistant has been filled by Julie Gergen who was

the preschool parent educator at the Dover School earlier in her career at Dover-Eyota; 7) School Psychologist Brian Feight has been replaced with Mr. Robin Graves of the Hiawatha Valley Education District; 8) Mrs. Svobodny and her staff thanked the Board for sponsoring the Ice Cream Social during the workshop days.

High School Principal – Todd Rowekamp shared the following: 1) Training before school started included the instructional assistants participating in a True Colors activity; 2) The first week of school went very well and all activities leading up to it were very successful (7<sup>th</sup> Grade Orientation, Open House, etc.); 3) Youth Frontiers again provided a courage retreat for 7<sup>th</sup> graders and will also facilitate a 9<sup>th</sup> grade respect retreat that will include the Peer Helpers; 4) A good pool of candidates has been received to fill the late resignation of a high school special education instructional assistant; 5) During the last few weeks before school, several nonresident families inquired about enrolling in our district; 6) Regarding the concurrent enrollment class through Southwest State he relayed that the college instructor had met with Brian Harris. The class is approved for college credit and students are registered.

Activities Director – John Ostrowski reported the following: 1) Fall participation numbers are: football 121, volleyball 43, girls' soccer 48, cross country 20, and boys' soccer with PEM 4. Overall, the numbers are slightly lower as other schools are also noting this year; 2) The August fall sport meeting with athletes and parents included a video from the Minnesota State High School League; 3) He had attended Charlotte Danielson training which is a framework with teachers on observation practices; 4) The Eagles Nest dedication will be incorporated into the Homecoming football game on Fri., October 2. All former coaches, players and managers are invited to be on the field prior to the game; 5) During the 6<sup>th</sup> grade Open House, he gave tours to three groups of parents and students; 6) The Three Rivers Annual Meeting is scheduled for Wed., September 16. The meal is provided by our Food Service Department, conference champions are presented, and individual activity groups meet.

#### Customer Compliments, Concerns, Complaints

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

## **REPORTS**

### **Board Use of Technology**

Technology Director Loren Kiefer explained that, at paperless board meetings in Stewartville, the agenda is projected on a screen and someone on the Board runs the process during the meeting. Attachments are linked and accessed throughout the evening so that everyone sees the same document. He projected an example of how our agenda will appear to those in attendance. He also showed how agendas and documents will be placed on the website for viewing by the public and the Board members.

The second step in this process is to provide laptop computers for Board members to either use at the meeting and/or take them home. He also suggested that the computers be made dual purpose by using them in a "check out pool" for students.

Mr. Kiefer and the Board members discussed various computer options (make, model, screen size, etc.). It was the consensus of the Board that a checkout pool of computers for Board use and student use will be a viable option. It was determined that the School Board and the Technology Department will equally share the cost of the new equipment.

### **First Reading of the Student Accountability Report (SAR)**

Curriculum Director Jane Johnson presented the 2008-09 Student Accountability Report for the Board's first reading. The theme this year is "We Value People...and their Success" and highlights the results and happenings of the previous school year. Mrs. Johnson mentioned that this report will be a part of an *Eagle* issue; however, future editions will be placed online. The report will be brought back to the Board in October for a second reading and possible approval.

## **NEW BUSINESS**

### Considerations for H1N1 Influenza Developments

Supt. Klaehn explained that an Influenza Management Team has been formed and has held very productive meetings. They have determined that the "best battleground" to fight this possible epidemic is to keep the hands and skin of students washed or sanitized with lotion.

Influenza information has been sent home to parents and is also available on our website. Mr. Klaehn asked the Board to give him leeway should the Team determine that additional staff is needed for cleaning during the school day or that an early out is required for additional staff training.

The Board felt that it was important for the administration to act quickly. A motion was made by Member Johnson, seconded by Member Austinson and carried unanimously to give the superintendent authority to add increased cleaning time and/or call an early out for staff training, if he sees fit.

### Renewal of School Resource Officer Contract

Supt. Klaehn has researched why the other two parties involved wanted to renew the school resource officer contract at this time and agrees with their reasoning. He relayed, "We have received a lot of positives out of this program as well as increased safety and a sense a more calmness among the students because they know the officer is in the building." He reminded the Board that the school district only pays one-fourth of the officer's salary.

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to renew the School Resource Officer Contract.

### Fundraiser Requests

A motion was made by Member Johnson, seconded by Member Rieke and carried unanimously to approve the following fundraisers: 1) Football team water softener salt sales September 18-25; 2) Grade 8 magazine drive September 15-29; 3) Band frozen food sales throughout the school year.

### Approve Proposed Payable 2010 Property Tax Levy

Supt. Klaehn reviewed the Proposed Payable 2010 Property Tax Levy with the Board. Even with the decision by the Board to levy for only half of the lease levy last year, the tax levy will increase by \$41,618.50 (4.58%). He recommended that the proposed levy be certified as "maximum" at this time, knowing that it can be adjusted before becoming the final levy. He was confident the figures shown were fairly accurate; however, he would advise the Board before the proposed levy was submitted if a major change were to occur (September 30). He added, "You can always levy less than you proposed, but you can never levy more than you proposed."

Member Rieke wondered how the increase will affect taxpayers so Mr. Klaehn will obtain this information from Ehlers and bring it forward at the October Board meeting.

A motion was made by Member Johnson and seconded by Member Andring to approve the Proposed Payable 2010 Property Tax Levy at the maximum (Attachment A). A roll call vote was taken with the following voting in favor: Loftus, Pagel, Johnson, Andring and Austinson. Those voting against the same: Rieke. The motion carried 5 to 1.

### Approve Recommended Bus Driver Contract for 2009-2011

Supt. Klaehn met with the bus drivers and provided the Board with a summary of the 2009-2011 Bus Driver Contract with a total cost of 4.26% over the two years.

A motion was made by Member Andring, seconded by Member Rieke and carried unanimously to approve the Bus Driver Contract for 2009-2011.

### Leave of Absence Request

A motion was made by Member Andring, seconded by Member Austinson and carried unanimously to approve the maternity leave of absence of SILKE HORIHAN from November 9, 2009 through February 5, 2010.

### Consent – Accept Resignations

A motion was made by Member Johnson, seconded by Member Loftus and carried unanimously to accept the following resignations: 1) APRIL COPPOCK as Instructional Assistant; 2) BARB MARX as Instructional

Assistant; 3) PETE REUSS as 8<sup>th</sup> Grade Girls' Basketball Co-Coach; 4) DANE SCHAD as C Softball Coach; 5) LONA SCHREIER as Academic Triathlon Coach.

#### Consent - Hires

A motion was made by Member Rieke, seconded by Member Austinson and carried unanimously to approve the following hires: 1) KATIE MARREEL as Cook's Helper; 2) JULIE THEEL as Cook's Helper; 3) TERESA MEINERS as C Volleyball Coach; 4) BRAD WICK as Varsity Baseball Coach; 5) MICHAEL CHRISTIE as 100-Day Substitute Teacher; 6) MICHELLE TUMA as Birth-to-Three Speech Therapist.

#### Consent - Accept Donations

A motion was made by Member Johnson, seconded by Member Rieke and carried unanimously to accept the following donations: 1) \$785.05 to the elementary from the KWIK TRIP, INC. Milk Moola program; 2) \$920 to the Choir from the DOVER-EYOTA MUSIC ASSOCIATION.

#### Hockey Agreement

Athletic Director Johnson Ostrowski indicated that the Hermanson family had asked him to look into a hockey agreement. He provided the Board with a history of his requests to area schools and asked that they approve a cooperative hockey agreement with Dodge County schools.

A motion was made by Member Johnson, seconded by Member Austinson and carried unanimously to form a cooperative hockey agreement with Dodge County schools.

### **HEARING OF REPORTS**

#### Superintendent's Report & Communication

Supt. Klaehn provided the following information: 1) Previously, the Board had discussed having all members attend the National School Board Association convention in Chicago and reducing attendance at the state conference. Mr. Klaehn advised that the national convention is scheduled for April 10-12, 2010 and that a specific schedule of events is not yet available. The Board will leave at noon on Friday, April 9 and return the evening of April 12. Members Rieke and Johnson were uncertain that attendance at the state conference should be reduced. The Board will further discuss these conferences at future meetings; 2) Mr. Klaehn will be attending a state conference September 28-30 in Duluth; 3) The deficits on the Fire Marshal's report have been corrected and all three buildings passed inspection. Fire Marshal Swanson sent the district an email thanking us for our cooperation; 4) A meeting has been set with Baldrige representatives in St. Paul on September 30 to discuss our narrative. They will be in the district October 21-23 for a site visit.

#### Board of Education Committee Reports & Communication

**Loftus** – In regard to the H1N1 virus and athletes, Mr. Loftus said “The athletes will possibly be at the center of this concern, not only just because of close contact, but due to the fact that they will be traveling to other districts. There will be extra cleaning and sanitation of locker rooms required. Coaches will be ‘key’ in keeping a handle on this thing.”

**Pedersen** – Member Pedersen expressed his appreciation that the Board meetings were going paperless and added, “The secondary use of the computers by students is just great.” He relayed that the Board Negotiations Team had reached a tentative agreement with the DEEA representatives who will take it back to their members for approval. Once the DEEA approves the contract, it will be brought to the Board for their endorsement.

**Rieke** – Mrs. Rieke relayed that negotiations with the teachers was “wrapping up.” She thanked the Systems Accountability Committee and Jane Johnson for their work on the report. Member Rieke was also glad that the board meetings will be paperless but was even more excited that the computers will be shared with the students.

**Johnson** – Thanked Loren Kiefer and Supt. Klaehn for bringing forward increased technology use by the Board. In regard to the Systems Accountability Report he thanked Jane Johnson and everyone for their work on this project.

**Andring** – The Southeast Service Cooperative did an analysis last month of what the organization is doing.

**Austinson** – Mrs. Austinson attended a play script reading and relayed that it looks “very interesting.”

**Pagel** – The Hiawatha Valley Education District is in negotiations and also having their insurance representative review the rates. The Three Rivers Conference Board met in Chatfield and toured the new elementary and high school. Their annual meeting will be hosted by Dover-Eyota this Wednesday. In regard to the H1N1 virus he said he found it interesting how things were being handled. With the outbreak with 4-H students at the state fair, they instituted a process where the kids were screened before they boarded the bus, when they got off the bus, and several times during the day. Mr. Pagel relayed that he had met with the school district auditors who indicated that next year’s audit will be more extensive because the stimulus money received will place the district in a different category which requires more scrutiny. There will also be a single audit of our special education funds due to the amount of federal dollars involved.

### **STUDENT BOARD MEMBER COMMUNICATIONS**

Travis Schreier shared the following: 1) He felt that the hand sanitizer process recently instituted was a good thing; 2) He and three other high school students are participating in the boys’ soccer cooperative with Plainview/Elgin/Millville; 3) He has heard good comments from students about the PowerPoint presentation shown to them the first day of school; 4) The Student Council will hold its first meeting this week and start planning Homecoming activities which are only two weeks away.

### **ADJOURNMENT**

A motion was made by Member Austinson, seconded by Member Rieke and carried unanimously to adjourn the meeting at 9:23 PM.

Daniel A. Johnson, Clerk  
Cb

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DATE OF RUN: 09/08/09

MINNESOTA DEPARTMENT OF EDUCATION  
LIMITATION AND CERTIFICATION  
2009 PAYABLE 2010

LVL1M05330109  
DISTRICT NO. 0533 TYPE 01  
DISTRICT NAME DOVER-EYOTA PUBLIC SCHOOL  
ECSU REGION 10 OLMSTED

LEVY CATEGORY	MAXIMUM LEVY BEFORE OFFSETS	OFFSET ADJUSTMENTS (B)	TACONITE ADJUSTMENTS	MAXIMUM LEVY LIMITATIONS	PROPOSED CERTIFIED LEVY
(1) GENERAL--RMV VOTER JOBZ EXEMPT	67,298.15			67,298.15	
(2) GENERAL--RMV OTHER JOBZ EXEMPT	117,606.97			117,606.97	
(3) GENERAL--NTC VOTER JOBZ EXEMPT					
(4) GENERAL--NTC OTHER JOBZ EXEMPT	268,298.74			268,298.74	
(5) COMMUNITY SERV--NTC OTHER JOBZ EXEMPT	41,093.23			41,093.23	
(6) GEN DEBT SERV--VOTER JOBZ NONEXEMPT	1,168,160.63			1,168,160.63	
(7) GEN DEBT SERV--OTHER JOBZ NONEXEMPT	159,535.75			159,535.75	
(8) OPFB/PENSION--VOTER JOBZ NONEXEMPT					
(9) OPFB/PENSION--OTHER JOBZ NONEXEMPT					
(10) TOTAL LEVY	1,821,993.47			1,821,993.47	
(11) GENERAL ADJUST OFFSET CARRIED FORWARD					
(12) DEBT SERVICE OFFSET CARRIED FORWARD					

(13) TOTAL CERTIFIED ON REFER MARKET VALUE = (1)+(2) =

(14) TOTAL CERTIFIED ON NET CAPACITY = (3)+(4) + (5)+(6)+(7)+(8)+(9) =

(15) GRAND TOTAL CERTIFIED LEVY = (13)+(14) =

(16) TO CERTIFY MAXIMUM LEVY FOR PROPOSED TYPE "MAXIMUM" HERE / *Maximum*

THE CERTIFIED LEVY LISTED ABOVE IS THE LEVY VOTED BY THE SCHOOL BOARD FOR TAXES PAYABLE IN 2010.

SIGNATURE OF *James A. Johnson*  
SCHOOL BOARD CLERK

September 14, 2009

A) TRUTH IN TAXATION CATEGORIES: VOTER APPROVED LEVIES = (1)+(3)+(6)+(8)  
ALL OTHER LEVIES = (2)+(4)+(5)+(7)+(9)  
B) OFFSETTING ADJUSTMENTS USED TO ENSURE THE MAXIMUM LEVY LIMITATION IN EACH LEVY CATEGORY IS NOT LESS THAN ZERO. IF THERE IS NOT ENOUGH LEVY AUTHORITY WITHIN THE GENERAL & COMMUNITY SERVICE FUNDS, OR IN THE GENERAL DEBT SERVICE FUND, A NEGATIVE BALANCE WILL BE CARRIED FORWARD TO PAY 2011.  
C) SCHOOL DISTRICTS CERTIFYING THE MAXIMUM LEVY LIMITATION FOR ALL CATEGORIES FOR THE PROPOSED LEVY SHOULD INDICATE "MAXIMUM" IN THE SPACE PROVIDED ON LINE (16) AT THE RIGHT.  
D) SCHOOL DISTRICTS CERTIFYING LESS THAN THE MAXIMUM LEVY LIMITATION FOR ANY CATEGORY MUST CERTIFY A DOLLAR AMOUNT FOR EACH OF LINES (1)-(15) AND COMPLETE THE APPROPRIATE SECTIONS OF PAGES 24 THROUGH 32 AS NEEDED TO DOCUMENT THE SPECIFIC AMOUNTS CERTIFIED FOR EACH LEVY COMPONENT.  
E) THE SCHOOL DISTRICT MUST SUBMIT THE COMPLETED ORIGINAL OF THIS FORM TO THE HOME COUNTY AUDITOR BY SEPTEMBER 30, 2009. A DUPLICATE COPY MUST BE SUBMITTED TO MINNESOTA DEPT OF EDUCATION, PROGRAM FINANCE DIVISION, 1500 HIGHWAY 36 WEST, ROSEVILLE, MN 55113, BY OCTOBER 7, 2009.