

REGULAR BOARD MEETING MINUTES

Monday, April 13, 2009

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, Gary Pedersen, Molly Rieke, Superintendent Bruce Klaehn and Student Board Member Travis Schreier. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Activities Director John Ostrowski, Curriculum Director Jane Johnson, Dave Anderson, Ryan Anderson, Chris Berg, Gary Betcher, Jerry Halloran, Sheldon Johnson and Rich Lorenz.

Agenda

Supt. Klaehn asked that an item be added to the agenda: 12c – Fire Marshal Report on the Dover Building. He also asked that the order of the meeting be changed to accommodate the presenters and that the Student Board Member Report be moved up in the meeting.

A motion was made by Member Rieke, 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.

STUDENT BOARD MEMBER COMMUNICATION

Travis Schreier relayed the following information: 1) The Knowledge Bowl, Academic Triathlon and Math League teams have competed or will compete at state; 2) Many “Superior” and “Excellent” awards were obtained by DE at the recent solo ensemble competition and the Choir received 21 “Superior” ratings and 2 “Best in Site” ratings; 3) The Peer Helpers will begin their month-long Buckle Up Program; 4) Spring sports have begun with the track already competing in 3 meets; 5) The Music Department presented their third concert of the year; 6) Students are practicing for the musical “My Fair Lady” to be presented on April 23rd and 24th; 7) The Kids Against Hunger event resulted in good participation and a lot of good comments from students.

Board Minutes

A motion was made by Member Johnson, seconded by Member Rieke and carried unanimously to approve the March 9, 2009 Regular Board Meeting Minutes.

Board Minutes

A motion was made by Member Johnson, seconded by Member Loftus and carried unanimously to approve the March 26, 2009 Special Board Meeting Minutes.

Board Minutes

A motion was made by Member Johnson, seconded by Member Loftus and carried unanimously to approve the March 31, 2009 Special Board Meeting Minutes.

Regular District Bills

With Member Andring abstaining, a motion was made by Member Pedersen, seconded by Member Austinson and carried unanimously to approve the Regular District Bills totaling \$121,447.39.

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 \$137,426.81.

Treasurer's Report

A motion was made by Member Loftus, seconded by Member Johnson and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$4,530,743.93, as well as the March electronic transfers.

CABINET COMMUNICATIONS

Elementary Principal – Jeanne Svobodny shared the following: 1) Thanked Food & Nutrition Director Carrie Frank for the tremendous amount of work she did in organizing the Kids Against Hunger event at the elementary and the PowerPoint she shared with elementary classrooms that included pictures from her recent trip to Honduras. It was rewarding to see the students help hungry children and nice to have the seniors helping and taking an active part in role modeling compassion to the younger students; 2) On April 30, Melinda Hanson and Chad Nelson will give a presentation on Internet safety from 7-8:30 PM to parents of 4-6th grade parents. PATT will serve dessert to help support the event; 3) A carnival and book fair is scheduled for April 18 for all preschoolers and their parents. Teachers will be on hand to answer questions about the preschool program and registration forms will be available; 4) The MCA II reading tests will be given this week and math tests given next week.

High School Principal – Todd Rowekamp shared the following: 1) Mrs. Carrie Frank put a lot of work into the Kids Against Hunger (KAH) program in our district including presenting a slide show to seniors which turned it into a “true educational experience” for them. Students packaged 49,440 meals and the community packaged 21,842 meals for a total of over 71,000 meals. High school students and staff purchased “fasting” wristbands and, through the Internet, donated 241,330 grains of rice through freerice.com. The fasting and cookout at the end of the day netted over \$1,000 for KAH. Mr. Rowekamp gave credit to Mr. John Pittenger and Mr. James Dusso for being instrumental in promoting the idea of turning it into a senior service day. He also acknowledged Bryan Berg for providing technical support for the various meetings and at the event, and Chad Ohl for being the “grill master” at the cookout; 2) The high school faculty was planning motivational activities for the upcoming MCA tests. To encourage parents to return postcards sent to them, the faculty wondered if the emergency notification system could be used as a reminder. The Board felt that over use or notification to unnecessary people will cause parents to ignore notifications. However, once the system is set up with more specific data bases (i.e., only parents of a certain grade level) it could be used more frequently.

Activities Director – John Ostrowski relayed that section reassignments for 2009-2010 will result in the cross country and track teams being placed in 1A.

Customer Compliments, Concerns, Complaints

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

OLD BUSINESS

Investment Vendor Representatives from PMA and PFM

Dave Anderson of Prudent Man Analysis Financial Network, Inc. (PMA) highlighted a summary which listed the benefits of their fund administration services. Sheldon Johnson, previous superintendent and currently in the marketing department of PMA, explained how user friendly the reports will be for the business office, Superintendent and Board members.

Senior Marketing Representative Rich Lorenz of PFM Asset Management explained the Minnesota School District Liquid Asset Fund and the advantages of using the fund in managing school district monies.

The Board discussed the presentations and the fact that district funds could be better managed by using one of these vendors. While all agreed that both firms appear capable of safely managing district funds, a majority expressed greater confidence in PMA for the particular task of cash flow investing.

A motion was made by Member Loftus and seconded by Member Johnson to contract with PMA Financial Network, Inc. as a cash flow investor. A roll call vote was taken and the following voted in favor: Loftus, Rieke, Johnson, Pagel and Austinson. Those voting against the same: Pedersen and Andring. The motion carried 5 to 2.

Consider Bids for Energy Services Group (ESG) Project

Supt. Klaehn provided a summary of the ventilation work to be done in the high school Media Center, Science area and hallway areas. Jerry Halloran of Energy Services Group answered questions the Board had about the project. Mr. Klaehn sought approval from the Board to grant Winona Heating & Ventilating Co., Inc. the bid for ventilation and automatic digital temperature controls at a cost of \$337,490.

With Member Andring abstaining, a motion was made by Member Johnson, seconded by Member Rieke and carried unanimously to accept the bid from Winona Heating & Ventilating.

REPORTS

2009-2010 Budget Update and Discussion

Supt. Klaehn provided an update on the 2009-2010 budget, explained reductions that have been made, explained that teaching staff reductions were not expected to occur, and received input from the School Board.

National School Board Association Conference

Board Chair Ron Pagel and Vice Chair Gene Loftus reported on their recent trip to the National School Board Association Conference and the various workshops they had attended. Mr. Pagel encouraged all members to consider attending next year's conference which will be held in Chicago.

State Fire Marshal Report on the Dover Building

Supt. Klaehn shared a State Fire Marshal report which requires complete sprinkling of the Dover building or discontinuing the use of some areas. He talked about pursuing a variance to only sprinkle the basement and relayed that Dover Mayor Roger Ihrke is looking into reasons the building was not required to be sprinkled in the past.

OLD BUSINESS

Final Approval for Band Travel Outside of the School District

Band Director Ryan Anderson answered questions from the Board regarding the Band trip scheduled for this spring.

A motion was made by Member Andring and seconded by Member Johnson to grant final approval to the Band Trip to Orlando, Florida June 22 through June 28, 2009.

Mr. Anderson reported that the marching band uniforms have been received and the band will perform in uniform at the spring high school concert.

A vote on the motion carried unanimously.

Further Consideration of 2008-09 Capital Improvement Projects

Supt. Klaehn talked about the capital improvement projects which included the following:

- already received – band uniforms (\$40,000)
- scheduled for July – flooring replacement in high school classrooms 111 and 112 (\$14,250)
- scheduled for June – carpeting one elementary classroom wing (\$58,533)
 - carpeting one elementary classroom and office wing in the elementary (\$39,946)
 - new crow's nest (\$12,500 materials or \$18,500 materials and labor)
- scheduled for Summer 2009 -- elementary bathroom upgrades (\$11,000)
 - remodeling – high school improvement
 - elementary parking lot
 - elementary paging and clocks system replacement (\$13,500)
- not yet scheduled: elementary playground Phase II (\$25,000)

The available revenues included \$12,000 from the Ross Johnson Memorial Fund for the crow's nest and \$10,000 from PATT for elementary playground equipment.

Supt. Klaehn brought forward an Alliant Energy Proposal for a low interest loan. Member Johnson made a motion to proceed with a \$57,500 energy loan from Alliant Energy. The motion was seconded by Member Austinson and carried unanimously.

Supt. Klaehn will bring forward quotes for Media Center roof repair and elementary parking lot repairs/replacement. He will also bring a recommendation to the May Board meeting on how best to use the loan funds (i.e., pay off higher percentage loans, use for capital improvement project, etc.).

Update on Dover Easements – Driveway Agreement

Chair Pagel and Supt. Klaehn had met with an Ohly Law Office attorney about the easements in Dover. A document will be sent to landowners and will include a clause that the landowner will not challenge the district's pursuit of the sliver of unclaimed land south of the school district property. A public notification will also be made in an area newspaper for any previous landowners that may have an interest in the land. Without that parcel, the district will not have continuous, adjoining property, which will be important for future development. It may cost the district \$2,000 to \$3,000 to complete this process.

A motion by was made by Member Pedersen, seconded by Member Andring and carried unanimously to proceed with a Quit Claim Deed on the unclaimed land by the Dover school.

NEW BUSINESS

Request for Waive of Rental/Custodial Fees

Supt. Klaehn explained the request from Vacation Bible School Coordinator Kathleen Olson for the district to waive rental and custodial fees during their use of the elementary for 5 days this summer. The Board discussion included the need to have a custodian on duty for liability purposes and for protection of the facility, and the fact that the Board must assure that the investment of the building and its costs are adequately addressed. Supt. Klaehn will determine the reduced amount to be charged and contact Ms. Olson.

Review Policy 299 – Donation Policy

At their March meeting, the Board had asked that the Donation Policy be brought forward for review and possible revision. After discussing possible changes to the policy, Member Rieke made a motion for the policy to remain unchanged. No action was taken since there was not a second made to the motion. It was determined suggested changes will be brought back for a second reading at the May meeting.

Approve 2008-09 Auditing Contract with Larson, Allen, Weishair & Co.

A motion was made by Member Andring, seconded by Member Austinson and carried unanimously to approve the 2008-09 auditing contract with Larson, Allen, Weishair & Co.

Leave of Absence Request

A motion was made by Member Rieke, seconded by Member Loftus and carried unanimously to approve the maternity leave of absence request of SARAH MCDONALD from May 28, 2009 through the end of the school year.

Consent: Accept Resignations

Member Johnson recommended pulling out the resignation of Al Trogstad for a separate vote.

A motion was made by Member Pedersen, seconded by Member Rieke and carried unanimously to accept the following resignations: KYLE ANDERSON as Elementary Instructor at the end of the school year, EVERETT SCHOESSLER as District Office Secretary at the end of the school year, and JEFF REED as Bus Driver.

A motion was made by member Andring and seconded by Member Johnson to accept the resignation of ALTROGSTAD **with regrets**.

Mr. Johnson said, "How do you replace a person like Al? We could count on him every time." He added that, even before his family moved into the district, he had heard about this mysterious "Al" who would just "make things work." Chair Pagel extended personal gratitude to Mr. Trogstad and thanked him for his service to the district. He encouraged the Board members to thank Al if they see him on a one-to-one basis. Member Andring noted that the school district had been a big part of Al's life since he was 5...first as a student, then as an employee after graduating. Supt. Klaehn relayed that Mr. Trogstad did not want a fuss over his resignation. He added, "Al takes incredible pride in his work. The Board directed the administration to draft a letter to Mr. Trogstad on their behalf for his many years of service.

A vote on the motion was carried unanimously.

Member Andring noted the "great dedication to the district" from Mr. Kyle Anderson and Mr. Everett Schoessler who were also leaving the district after many years of service.

New Hire

A motion was made by Member Johnson, seconded by Member Austinson and carried unanimously to approve hiring CHERYL MCCREIGHT as Bus Driver.

Consent – Accept Donations

A motion was made by Member Pedersen, seconded by Member Loftus and carried unanimously to accept the following donations: 1) High School -- \$1,150 from the DOVER-EYOTA MUSIC ASSOCIATION and \$500 from the DOVER FIRE DEPT to the Band Dept., \$10 from DON & GAIL ANDRING and \$25 from DONALD & ANN PFEILSTICKER to the Choir Dept, \$244.29 from the TARGET Take Charge of Education

Program, \$258.40 in labor from DON'S ELECTRIC, \$100 from the EYOTA AMERICAN LEGION to Wrestling, \$450 from the EYOTA AMERICAN LEGION to Close Up; 2) Youth Wrestling -- \$500 from DOVER FIREFIGHTER RELIEF ASSOCIATION; 3) Crow's Nest -- \$250 anonymous donation; 4) Elementary DARE Program -- \$25 from DOUG PETERSON CONSTRUCTION, \$200 from the EYOTA AMERICAN LEGION, \$100 from EASTWOOD BANK and \$250 from KWIK TRIP; 5) Elementary -- \$30,000 from PATT (Parents and Teachers Together) and \$525.55 in TARGET Take Charge of Education rebates.

HEARING OF REPORTS

Superintendent's Report & Communication

Supt. Klaehn provided the following information: 1) Reminded the Board of the Baldrige training on April 16 from 7-9:00 PM; 2) An all-day Joint Legislative Conference was scheduled for April 29; 3) Thirteen applications have been received for the Transportation & Grounds Director position.

Board of Education Committee Reports & Communication

Loftus — Mr. Loftus extended a thank you to Al Trogstad and wished him good luck in his new job. He also thanked the School Board for the opportunity to attend the National School Board Association Conference. Regarding the Kids Against Hunger event he said, "Carrie Frank does quite a job and I appreciate the senior class and the community for being a part of the success of this event."

Pedersen — Member Pedersen thanked Al Trogstad for the years he provided a service to the district. He added, "He is not only a great person but also does a great job." Mr. Pedersen also mentioned the negotiation discussion to be held later in the meeting and the upcoming legislative joint session.

Rieke — Mrs. Rieke relayed that the Community Education Committee had met and discussed sending out handouts three to four times year to replace the current booklet. This year's Sharing Tree served 144 individuals and 22 families. The committee determined that uniforms and equipment must be returned before a coach will be paid. Member Rieke extended her thanks to Al Trogstad, Kyle Anderson and Everett Schoessler for their service to the district. She also expressed appreciation to the Student Council for meeting with the Board that evening and to Carrie Frank for the great job she did with the Kids Against Hunger program.

Johnson — Mr. Johnson thanked dedicated employees Al Trogstad, Everett Schoessler and Kyle Anderson for their service. In regard to the capital projects presented he said, "We really need to decide where we are going to end up with a lot of these projects. For example, we should get a targeted amount needed and get it done from various financial sources. It is easy to dismiss the crow's nest, however, it doesn't reflect well on our district because it is not usable and dangerous. We owe it to everyone to finally get it done." Mr. Johnson noted the good publicity the district had received with the Kids Against Hunger event.

Andring — Mr. Andring was unable to attend a recent Safety Committee meeting. In regard to the Dover building he said, "It continues to be a sore spot. It is a shame that laws have to take something away from the community." About the Night of Laughter he said, "They did a nice job. It was a fun and entertaining evening and they were just being themselves." Member Andring noted that Chris Matejka did a "super job" with the alumni basketball tournament which had a good turnout. He also congratulated Mr. Matejka and his wife on their new baby. Regarding Al Trogstad leaving the district he said, "We will all miss Al and wish him the best. Maybe he can be more relaxed in his new job and it will be the best thing he ever did for himself." Member Andring thanked the Student Council and said that they were good representatives of the school. He ended his report by thanking everyone at DE and said, "Every time I go to a national convention they are trying to achieve what we have already accomplished."

Austinson — The Playground Committee met on March 19 and reviewed equipment requests from playground staff. Prices will be obtained for new equipment, Mrs. Svobodny was applying for a grant, and the committee will meet again on April 23.

Pagel — Chair Pagel advised that the Hiawatha Valley Education District had filled the director position with a person from a Wisconsin education district and that he had attended a Three Rivers Conference Board meeting. He congratulated everyone who contributed to the Kids Against Hunger event and gave credit to Carrie Frank for the positive press coverage. He congratulated Al Trogstad on the "next event in his life" and said that he will be missed by the district. He also thanked Kyle Anderson and Everett Schoessler for their contributions to the district. Mr. Pagel ended his report by thanking the Board for allowing Member Loftus and him to attend the national conference.

CLOSED SESSION FOR NEGOTIATIONS STRATEGIES

A motion was made by Member Rieke and seconded by Member Johnson at 11:24 PM to close the meeting for a negotiations strategy session. A vote on the motion carried unanimously.

A motion was made by Member Austinson, seconded by Member Loftus and carried unanimously to end the closed session at 12:07 PM.

ADJOURNMENT

A motion was made by Member Andring, seconded by Member Austinson and carried unanimously to adjourn the meeting at 12:08 PM.

Daniel A. Johnson, Clerk
cb