

# REGULAR BOARD MEETING MINUTES

Monday, February 9, 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, 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, Curriculum Director Jane Johnson, Principal John Ostrowski, Dave Anderson, John Austinson, Chris Berg, Kristina Bergan, Gary Betcher, Julie Borst, Brandon May, Greg Olson, and Jennifer Ryg.

## Oath of Office

Chair Ron Pagel administered the oath of office to Julie Austinson.

## Agenda

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

## Visitors to Address the Board

Kristina Bergan indicated that she has three sons attending Dover-Eyota and that her third son, Nahum in eighth grade, was denied enrollment because there was no room at his grade level. She asked that the Board make an exception as allowed in their enrollment policy and grant Nahum's enrollment as soon as possible.

## Board Minutes

A motion was made by Member Johnson, seconded by Member Loftus and carried unanimously to approve the January 13, 2009 Organizational Board Meeting Minutes.

## Board Minutes

A motion was made by Member Rieke, seconded by Member Johnson and carried unanimously to approve the January 13, 2009 Regular Board Meeting Minutes.

## Regular District Bills

A motion was made by Member Loftus, seconded by Member Johnson and carried unanimously to approve the Regular District Bills totaling \$141,478.49.

## Special District Bills

A motion was made by Member Pedersen, seconded by Member Rieke and carried unanimously to approve the payment of the Special District Bills totaling \$171,417.53.

## Treasurer's Report

A motion was made by Member Andring, seconded by Member Johnson and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$4,500,082.54, as well as the January electronic transfers.

## **CABINET COMMUNICATIONS**

Elementary Principal – Jeanne Svobodny shared the benefits of our Behavior Interventionist and Reading Interventionist, who were hired from grant money received. She indicated that the district must reapply for funding in Mid-March for these federal special education funds that come through the state and can only be used for preventative measures. Member Andring indicated that the staff at the Meet & Confer meeting that evening had expressed their pleasure in having the interventionists in the district. Member Rieke had heard that the Eagle grams were being well received by parents.

High School Principal – Todd Rowekamp shared the following: 1) That evening, the Math League had hosted the fifth and final conference meet and were champions at the end of the event; 2) Mr. Rowekamp and Food &

Nutrition Director Carrie Frank had been discussing having a first annual Senior Community Service Day during the Kids Against Hunger event wherein the seniors would assist the elementary during the day. The Board felt it would be a positive experience; 3) Tech Ed Instructor Greg Olson shared examples of how he uses real world applications in his junior high and senior high curriculum. At the junior high level, the students learn how to safely use the machines, use math applications in their studies, improve reading skills by attacking technical reading, and use processes. In the senior high curriculum, the Woodworking Manufacturing class is as much a business class as it is a woodworking class since they set up a small corporation with officers, handle their own checking account, purchase materials, and learn about retail and wholesale, purchase stock, profit sharing.

#### Customer Compliments, Concerns, Complaints

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

#### **STUDENT BOARD MEMBER COMMUNICATION:**

Travis Schreier shared the following: 1) At the Math League competition that day, both the senior high and junior high teams placed first overall. The senior high team of eight individuals will compete at state in March; 2) The Junior High Knowledge Bowl team placed third in regionals and the Senior High Knowledge Bowl was currently 3-0 in the conference and had placed second and seventh out of fifteen teams at a recent competition; 3) The fifth and sixth grade Academic Triathlon teams received a first and second place at their recent meet and the eighth grade team placed third; 4) He had heard a lot of good comments about the Snoball pepfest and Dress Up Days. The dance was well attended; 5) The Girls' Basketball team is second in the conference, just behind Caledonia; 6) The wrestling team will be seeded either second or third in sections depending on the results of this week's competition. Jonathan Anderson and Logan Otomo were in the state ranking.

#### **REPORTS**

##### Parents And Teachers Together (PATT) Representatives

On behalf of the elementary school, Principal Jeanne Svobodny thanked Julie Borst and Susan Keller-Schaefer for their many hours of work on the PATT fall fundraiser. Mrs. Svobodny added, "Our kids benefit from the efforts and support of PATT."

Mrs. Keller-Schaefer talked about the group's history of donating funds to the school district. This year, they allotted \$10,000 for playground equipment, \$5,000 for Smart Boards, \$6,750 for elementary classrooms and \$3,250 for elementary specials. She talked about PATT's hope that the School Board will match their contributions to replace some playground equipment.

Supt. Klaehn said that Phase II of the playground space is "on the radar screen." He indicated that he and Technology Director Loren Kiefer have talked about using more technology money to provide SmartBoards since the Board felt that it was their responsibility to provide them. He advised that, later in the meeting, the Board would discuss where the elementary playground needs fit within the overall capital outlay budget.

The School Board thanked PATT for their tremendous and continual support of the elementary staff and students.

##### Investment Planning Proposal from PMA

At a previous meeting, the School Board had discussed that the district should consider investing its funds in various sources due to the current economic climate. Supt. Klaehn had met with representatives of PMA Financial Network, Inc. and explained that this firm monitors cash flow as compared to investments, places investments in the safest location, and also attempts to obtain the best return possible. Mr. Klaehn felt that the Board should consider this useful approach for school district funds as PMA could better monitor the market for the district than the administration.

David P. Anderson, Senior Financial Advisor of PMA Financial Network, Inc., indicated that PMA has over 80 school districts as clients who either are seeking to enhance the yield on their excess dollars or, for those districts looking at a negative cash flow, looking for loan sources. He explained an analysis of an actual Minnesota school district's investments with PMA and the various aspects of investing with their firm. He showed the Board an initial analysis that PMA had done of Dover-Eyota's cash flow and investment opportunities. The Board expressed strong interest in the concept.

Member Pedersen asked for submittals of background and reference letters from current clients and information regarding their insurance coverage. He also recommended looking at alternative firms that provide such services.

#### First Reading of Drama Department Play Selection Process

Supt. Klaehn felt that a process should be in place so that our community knows why a play is chosen and what process is used in the selection. Drama Director Jennifer Ryg explained that the process will include an advisory Community Review Committee who will read play scripts and provide feedback, as well as edit and make changes to the chosen script.

The Board will hold their second reading of the selection process at their March meeting.

#### First Reading of 2009-2010 Preliminary Budget

Supt. Klaehn provided some details of the 2009-2010 Preliminary Budget, which did not include bus driver and teacher settlements, the potential stimulus package, and the final federal and state funding levels. He also reviewed the revised Board Assumptions. These items will be brought back to the March Board meeting for further consideration.

#### First Reading of Revised Policy 509 – Enrollment of Non-Resident Students

Supt. Klaehn discussed proposed changes to the Enrollment of Non-Resident Students Policy including changing the kindergarten cap to 88 (instead of 85 on February 15 increasing to 88 on August 1) and addressing split custody issues with one parent residing in the district. There was an extensive discussion regarding the kindergarten cap, facility space issues, and quality of space.

The Board also discussed Kristine Bergan's request that the Board make an exception to the eighth grade enrollment cap and accept her son's enrollment request. Supt. Klaehn would check on the previous letter received by Mrs. Bergan and report back to the Board accordingly at the March meeting.

#### First Reading of 2009-2010 and 2010-2011 Calendars

Supt. Klaehn said that the calendars presented were the first draft from the Calendar Committee. The late start in September after Labor Day affects many aspects of the calendar, including spring break. The Board discussed the calendars which will be brought back to them in March.

### **OLD BUSINESS**

#### Second Reading and Approval of the Middle School Plan

Principal Todd Rowekamp and Assistant Principal John Ostrowski provided additional information about the Middle School Plan.

A motion was made by Member Andring, seconded by Member Johnson and carried unanimously to approve the Middle School Plan, effective for the 2009-2010 school year.

#### Second Reading and Approval of Policy Revisions

A motion was made by Member Pedersen, seconded by Member Rieke and carried unanimously to approve revisions to the following policies:

- 203.5 – School Board Meeting Agenda
- 204 – School Board Meeting Minutes
- 205 – Open Meetings and Closed Meetings
- 206 – Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations
- 210 – Conflict of Interest – School Board Members
- 404 – Employment Background Checks
- 705 – Investments
- 709 – Student Transportation Safety Policy
- 802 – Disposition of Obsolete Equipment and Material
- 906 – Community Notification of Predatory Offenders

#### Second Reading and Approval of Curriculum Changes

A motion was made by Member Pedersen and seconded by Member Loftus to approve the curriculum changes as proposed at the January meeting.

Member Austinson suggested the administration pay close attention to the class titles as they may become an issue with NCAA and credits. Curriculum Director Jane Johnson and Principal Todd Rowekamp explained to Mrs. Austinson why the high school offers CLEP instead of AP.

The motion was carried unanimously.

### 2008-2009 Capital Projects

Supt. Klaehn relayed the capital project estimates and details for the 2008-2009 school year.

A motion was made by Member Andring, seconded by Member Johnson and carried unanimously to proceed with flooring replacement in the high school classrooms 111 and 112 and carpeting replacement at the elementary in one final classroom wing in the lower hall and an upper classroom and office wing.

Items discussed that would be brought back for further consideration included a new crow's nest, elementary bathroom upgrades, remodeling high school space to provide office areas for "floating" teachers, playground equipment, and the elementary parking lot. The Playground Committee will be asked to further discuss playground needs and the Board will tour the elementary building and parking lot in April.

### **NEW BUSINESS**

#### Possible Resolution for Reductions in Programs and Positions

Supt. Klaehn relayed that, because of reductions made in the budget by the administration, he felt that staff reductions will, most likely, not be necessary. However, if the Board were even considering reducing staff in upcoming months, this resolution needed to be approved at this time. Adopting the resolution will not mean the Board has to act on it.

A motion was made by Member Pedersen and seconded by Member Loftus to adopt the following resolution:

#### **RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE**

WHEREAS, the financial condition of the school district dictates that the School Board may need to reduce expenditures, and

WHEREAS, the School Board is committed to maintaining a healthy fund balance in light of future financial concerns,

WHEREAS, this reduction may include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 533 as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and make recommendations to the School Board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

A roll call vote resulted in the following voting in favor of the motion: Loftus, Pedersen, Rieke, Johnson, Pagel, Andring and Austinson. Those voting against the same: none. The resolution was passed unanimously.

#### Make Up Possible Future Snow Day(s)

Supt. Klaehn suggested the Board choose two possible snow make up days.

A motion was made by Member Pedersen, seconded by Member Rieke and carried unanimously to set April 14 as the first make up day and May 1 as the second make up day, if more snow days are incurred.

#### Request for Student Travel Outside of the District

A motion was made by Member Rieke, seconded by Member Johnson and carried unanimously to approve the Class of 2009's annual boat tour and Senior Night on Friday, May 22, 2009.

### Consent – Accept Resignations

A motion was made by Member Johnson, seconded by Member Loftus and carried unanimously to accept the resignations of JANE BERNARD as Instructional Assistant and CHRIS MATEJKA as Junior High Baseball Coach.

### Consent – New Hires

A motion was made by Member Rieke, seconded by Member Austinson and carried unanimously to approve hiring ALLI KITTLESON and RACHEL THOE as Instructional Assistants and NICOLE VER KUILEN and MARCY ABLIN as Student SACC Workers.

### Consent – Accept Donations

A motion was made by Member Johnson, seconded by Member Loftus and carried unanimously to accept the following donations: 1) Elementary -- \$1,861 from GENERAL MILLS for Box Tops for Education; 2) High School -- \$224.40 in KWIK TRIP rewards and \$40 from the EYOTA AMERICAN LEGION for the yearbook.

## **HEARING OF REPORTS**

### Superintendent's Report & Communication

Supt. Klaehn provided the following information: 1) Distributed a Federal Advocacy Resolution for future Board consideration which takes a stance about No Child Left Behind; 2) Advised that Member Rieke, Member Loftus and he will be attending the Negotiations Seminar on February 13; 3) Reported on the February 7 Legislator Forum/Breakfast at the Southeast Service Cooperative which was an opportunity to further establish relationships with legislators; 4) He will be attending the American Association of School Administrators' National Conference February 18-24 in San Francisco; 5) Encouraged Board Members to attend the School Board Day at the Capitol on February 23; 6) Of the eight items on the Meet & Confer agenda, one was a small concern, one was a clarification, and all of the other items were "incredibly" positive. The high school teaching staff is seeking prep rooms for floating teachers. The elementary staff is very pleased with the expanded Physical Education program in their building, very excited about the new interventionists, and appreciative of the carpeting work that has been completed and future installations. At the Meet & Confer meeting, he was able to relay his staff expectations regarding two-hour late starts and thank them for their positive response to the technology training being offered. The staff relayed that they are very pleased with the addition of Bryan Berg and what he has brought to the Technology Department.

### Board of Education Committee Reports & Communication

**Loftus** – Member Loftus attended the Legislator Forum/Breakfast and will be attending the Negotiations Seminar later this month. In regard to his attendance at the Dollars for Scholars meeting, he said, "It is interesting how much money has come in already, compared to this time in previous years." Mr. Loftus ended his report by welcoming Julie Austinson to the School Board and congratulating the Junior High and Senior High Math Leagues on their accomplishments.

**Pedersen** – He also attended the Legislator Forum and will be attending a legislative session of cities and townships on April 29.

**Rieke** – Member Rieke relayed that she will be attending negotiations training that Friday. In regard to the Legislative Forum, she felt that it had not been extremely informative; however, she had heard that the legislators were impressed when visiting our district to view technology. Mrs. Rieke complimented our staff on the impact they had made on the legislators. At the Calendar Committee meeting the previous week, some unconventional ideas had been brought forward in order to construct a calendar that will work in "tricky times." Member Rieke ended her report by stating that she had attending Phase I and Phase II Board training and will be attending a Community Education Committee meeting.

**Johnson** – He had attended the Meet & Confer meeting with staff that evening where they relayed their positive experiences with the new interventionists. Mr. Johnson said, "This is a wonderful concept because it adds another dimension of how to deal with students that need extra help so that they can get the focus they need." The Technology Committee meeting had been cancelled due to inclement weather last month. Member Johnson asked the Board to "take note of the parent that came for admission of her son...I feel we should act on it."

**Andring** – Mr. Andring relayed that Meet & Confer meetings over the past few years had been very positive. He added, “It is great to get together and touch base with those people and have constructive discussions.” Member Andring ended his report by stating that the Minnesota Service Cooperative has developed a list of the top 25 big lobbying spenders.

**Austinson** – Mrs. Austinson had participated in the Meet & Confer meeting with staff that evening. Noting that there are 22 elementary committees, she said, “That is a lot of time above and beyond. Thank you, teachers!” In regard to the behavioral and reading interventionists, she said that both are prevention-oriented programs and that there are very few times we can be preventative instead of reactionary. Mrs. Austinson noted that the four new teachers had mentors and thanked all of those involved for their efforts. In regard to Bryan Berg, she stated, “I have heard that he does an excellent job, is a great teacher and is patient. The trainings being provided are timely and useful. Kathy Smith is also very quick to help and always available when needed.” Member Austinson noted that elementary physical education storage needs should be addressed and ended her report by thanking the district for the opportunity to attend Phase I and Phase II Board training and the Leadership Conference.

**Pagel** – Chair Pagel thanked the Board members that had attended the Leadership Conference. At the Three Rivers Conference meeting, the group had discussed and made recommendations to improve the efficiency of the Band & Choir Honors program. The Hiawatha Valley Education District had received seven applications for the directorship and expected more to be submitted. The HVED had asked him to represent them at the National School Board Association Conference in San Diego if Dover-Eyota were willing to split the cost. Member Pedersen suggested that the Board members discuss attending the conference and Member Loftus indicated an interest in accompanying Member Pagel.

Member Pedersen made a motion to approve two Board members attending the NSBA Conference and also the Superintendent, if he so wished. The motion was seconded by member Johnson and carried unanimously.

#### **ADJOURNMENT**

A motion was made by Member Loftus, seconded by Member Johnson and carried unanimously to adjourn the meeting at 10:35 PM.

Daniel A. Johnson, Clerk  
cb