

REGULAR BOARD MEETING MINUTES

Tuesday, January 13, 2009

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:43 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Dan Johnson, Gene Loftus, Ron Pagel, Gary Pedersen, Molly Rieke, Superintendent Bruce Klaehn and Student Board Member Travis Schreier. Absent: Julie Austinson. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Principal John Ostrowski, Ryan Anderson, Chris Berg, Gary Betcher, and Tom Surprenant.

Agenda

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

Visitors to Address the Board

There were no visitors to address the Board.

Board Minutes

A motion was made by Member Johnson, seconded by Member Andring and carried unanimously to approve the December 8, 2008 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 \$58,293.06.

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 \$206,143.09.

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 \$5,423,852.15, as well as the December electronic transfers.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp shared the following: 1) Mr. Greg Olson was unable to report at the Board meeting that night about activities in his department. He also advised that Mr. Olson recently completed his dissertation and is now a Doctor of Education (EDD); 2) He had the opportunity to participate in a discussion between Children's Mental Health of Rochester and Family & Children Services of LaCrosse about a possible day treatment program for students with mental health concerns and severe emotional behavior disorders. He explained the past and current services provided to students with needs in these areas; 3) Midterm grade reports were mailed along with a letter addressing the expectations of students in the building after school and during home events, and also addressing concerns regarding the choking game. These issues have been discussed with the students and expectations are now in force; 4) The high school held another lockdown, this one "with warning." This type of lockdown will be used when there is a dangerous situation in the community. Classroom and entry doors will be locked and classes will continue until the situation is resolved or a more restrictive lockdown is instituted. The recent lockdown allowed retesting of the outer doors and the Technology Department continues to work with Custom Alarm on perfecting the process.

Elementary Principal – Jeanne Svobodny relayed the following: 1) Her Board communications had been provided in document form in an effort to be more time conscious and provide more efficient communications; 2) One of the items in her written report was the Title I monitoring in December by the Minnesota Department of Education. Mrs. Svobodny relayed that the exit interview provided preliminary feedback and resulted in only two items needing to be changed in order to be in compliance with No Child Left Behind. Those were to involve more parents in the actual writing of the application, and the need to notify parents that we will notify them in the

event an unlicensed teacher is instructing their children for more than four weeks. The monitors had many favorable things to say about the district. A more formal feedback report will be received by the school district; 3) Elementary students begin their AimsWeb testing this week and the teachers are using the scores/data more to make improvements in their classroom and instruction. At-risk students will complete the Northwest Evaluation Association assessments next week; 4) In response to a question from the Board, she relayed that 40 students in the age group of 3-1/2 to 4 years of age had attended the recent preschool screening events.

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) He has heard many compliments about the Choir concert; 2) The end of the quarter and the end of the semester were fast approaching; 3) He has heard good compliments about the emergency calling system and appreciates it when the decision to start 2 hours late is made the night before a school day; 4) The Student Council is preparing for Snoball activities, including the announcement of the Royalty later that week.

REPORTS

First Reading of the Middle School Plan

Grades 6-8 Principal John Ostrowski explained the process the Middle School Steering Committee had followed to date creating a plan for middle school. High School Counselor Tom Surprenant, with input from Mr. Ostrowski and High School Principal Todd Rowekamp, had developed three draft schedules for implementing a middle school for grades 7 and 8. Mr. Ostrowski gave a brief overview of an 8-period schedule (including the advisory period), stressing that it is just conceptual at this time.

Principal Rowekamp explained some of the pros and cons of the 8-period schedule versus the block schedule. However, he also reiterated that middle school is a philosophy and an approach to working with middle level students in a developmentally appropriate way, not a schedule. He reiterated that Dover-Eyota has already implemented several middle school components and can continue to do more for middle school age students regardless of the schedule.

Supt. Klaehn explained that the Middle School Committee has “climbed all of the hurdles” and determined that a middle school concept can be implemented.

It was explained that the sixth grade will continue to be “semi-self contained” and will be moving among their own classrooms for various subjects. This will be a natural transition period for them to prepare for 7th grade.

Mr. Surprenant explained that he considered all of the possible options in trying to come up with the best possible schedule. He added that whatever we decide to do next year is not necessarily the final product, but may be another step toward where the district wants to end up regarding middle school.

Mr. Ostrowski talked about middle school activities that have been implemented this year (i.e., activity night instead of a dance and an advisory period) and about a possible Grade 6-8 Track and Field Day to be held at the St. Charles track.

Supt. Klaehn told the Board that they will be asked at the February or March meeting to make a final decision on the implementation of middle school at Dover-Eyota and so should advise of areas of concern and of questions they would like the Middle School Committee to explore prior to that time.

First Reading of the 2009-2010 Board Assumptions

Supt. Klaehn relayed that the mindset behind building the assumptions was to “tighten our belts” without having to cut programs/staff or increase class size. Financial gains can be made through the assumptions so that cuts will not be necessary. He briefly reviewed the following items in the draft assumptions:

Revenues

- federal aids are expected to be reduced 5%
- interest revenue is based on a rate of 3%
- partially levying the lease levy will generate an additional \$40,000

Expenditures

- in upcoming months, the Board will need to determine if there should be three or four sections of 6th grade in the 2009-2010 school year
- as a “belt-tightening” measure, anytime a current instructional assistant resigns, the administrators will re-evaluate if the position will be refilled
- instructional supply budgets would be reduced by 10%
- operations supply budgets would be reduced by 5%
- the General Fund Contingency would be reduced by 20%
- food and milk costs would increase by 5%
- repair and maintenance would be reduced 5%

Between revenue changes, expenditure reductions and no rollovers in designated accounts, the assumptions could show a net gain of \$110,000.

Supt. Klaehn will use these draft assumptions to build an initial budget for the 2009-2010 school year. He said that several reasons our district is in this good financial shape compared to other districts is because of the efficiency of 85-100 students per grade. He added, “We are able to use our dollars wisely because of the size of school. We are making fewer reductions than other schools. “

The assumptions will be a working document and be brought back to the Board for their second reading and possible approval at the February 9 meeting.

First Reading of Policy Revisions

Supt. Klaehn relayed that most of the language changes were recommended by the Minnesota School Board Association who keeps districts in tune with legal changes. He quickly reviewed the revised policies and advised that the second reading and possible approval of the changes will happen at the February Board meeting.

Curriculum Changes

Curriculum Director Jane Johnson explained the proposed curriculum changes for the 9-12 English courses beginning in the 2009-2010 school year. High School Counselor Tom Surprenant said that the courses had been “repackaged” to make scheduling easier and so that the courses are more “cut and dried.” Principal Rowekamp added that the changes also align the courses with Minnesota standards and make certain the contents are in the correct grade levels.

These changes will be brought back to the February meeting.

OLD BUSINESS

Approve Band Uniform Bid

Supt. Klaehn relayed that a discussion with Fruhouf to possibly reduce the cost wasn't fruitful. The bids came in at \$38,040.30 from Fruhauf and \$37,192.50 from DeMoulin. He explained that the bids had been brought to the Purchasing Committee and some items had been removed to reduce the cost. The recommendation before the Board was to purchase uniforms from Fruhauf because of the warranty and quality differences between the two companies. Should the Board agree to make a 50% deposit when ordering from Fruhauf, the cost would be reduced to \$37,279.49.

Discussion by the Board included the fact that it wouldn't take long to make up the \$2,000 difference in warranty issues and that also ordering Color Guard uniforms would keep the total cost under the target amount of \$40,000 set by the Board.

A motion was made by Member Loftus to purchase the uniforms from Fruhauf paying 50% down for a total cost of \$37,279.49. The motion was seconded by Member Pedersen.

Band Director Ryan Anderson relayed the steps he had taken to locate the owner of an old guitar found in the school's basement and suggested selling it on E-Bay in order to purchase additional band uniforms. The Board gave him authority to sell the item to the highest offer and suggested he put the funds in a separate account for future band uniform purchases.

Member Rieke said that, in the future, she would like to see groups who bring uniforms proposals before the Board also relay a way they will pay for part of the costs. It was brought to her attention that the Board had discussed the reasoning behind paying the entire uniform cost including the fact that the Band totally fundraises in order to go on their marching trips.

Member Pedersen called for a vote on the motion which resulted in the following voting in favor: Loftus, Pedersen, Johnson, Pagel and Andring. Those voting against the same: Rieke. The motion carried.

NEW BUSINESS

Fundraising Request

A motion was made by Member Pedersen, seconded by Member Rieke and carried unanimously to approve the Choir request to sell coupon packets to raise funds for their annual Chanhassen trip.

Resignation

A motion was made by Member Johnson, seconded by Member Pedersen and carried unanimously to accept the resignation of MARY MAUSETH as SACC Instructional Assistant and Special Education Instructional Assistant.

New Hire

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve hiring BARB MARX as Instructional Assistant.

Consent – Accept Donations

A motion was made by Member Rieke, seconded by Member Johnson and carried unanimously to accept the following donations: 1) Elementary -- \$579.63 from TARGET Take Charge of Education program, \$100 from INVENT NOW KIDS and \$1,676.41 to the Milk Break Angel Account; 2) Sharing Tree -- \$500 from the DOVER FIRE DEPT.; 3) Ross Johnson Memorial -- \$25. Supt. Klaehn advised that a separate memorial account had been established at the bank and was not reflected in donations made directly to the school.

HEARING OF REPORTS

Superintendent's Report & Communication

Supt. Klaehn provided the following information: 1) Two snow days have been used so far and the third day will require the staff to log in eight hours of work. A fourth snow day will need to be made up by students and staff. The recent early out before lunch counted as a school day; 2) The Meet & Confer meeting and Board photos have been postponed until February; 3) The Board evaluation had asked that the superintendent become more skilled in presentations and, so, he will be attending a communication skills workshop the following week; 4) A Minnesota School Board Association Negotiations Seminar is scheduled for Friday, February 13 in Rochester; 5) Details of the MSBA Leadership Conference were included in the Board packet. Member Julie Austinson was currently at Phase I training and she and Member Rieke will be attending Phase II training the following day; 6) He was currently working on the crow's nest details, Dover easement details, science and math floors issue, and district boundaries concerns.

Board of Education Committee Reports & Communication

Loftus – Mr. Loftus welcomed new member Molly Rieke.

Johnson – Noted that the overall capabilities of the district had increased and commended the Technology Department. In regard to the new emergency notification system he said that it reached a lot of people all at once and that the district still needed to do some fine tuning of use of the system. Mr. Johnson welcomed Mrs. Rieke and Mrs. Austinson. He found the enrollment projections “interesting” and said, “Even though the total enrollment is drifting down, the WADMs are drifting up (as the students enter the high school).” He added that we must “guard ourselves as much as possible by keeping our programs up to date and working on our delivery.” He thanked everyone for their hard work.

Andring – Relayed that John Ostrowski does a good job leading the Health & Safety Committee. At a recent meeting, 90% of the safety issues discussed were addressed within days. Mr. Andring was reelected for another 4-year term on the Southeast Service Cooperative Board. The SSC Board was working on cooperative purchasing of natural gas and diesel fuel and an online job program. He advised that the coop had received the AYP grant for the third year in a row. In regard to the band uniform bids, he relayed that Supt. Klaehn had kept the Purchasing Committee well informed of the bidding results. Mr. Andring welcomed Molly Rieke. He ended his report by saying, “Ryan (Anderson) has put tremendous amount of time in band uniforms. Some day we will look back and say that it was the right thing to do.”

Rieke – Member Rieke publicly thank Ed Kaehler and Judy Brandt for their service to the district as Board members. She also thanked the people who elected her to the office and thanked candidates Alex Kromminga, John Schmidt and Maureen Lewis for offering their services on the School Board. Mrs. Rieke commended Supt. Klaehn on his presentation at the Phase I workshop. She thanked Principal Svobodny for her grant writing work and all of the staff for the middle school work being done.

Pagel – He had attended the technology meeting put on for legislators and enjoyed seeing our students engaged in learning math. He hoped the attendees learned something and garnered more understanding at the legislative level.

ADJOURNMENT

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

Daniel A. Johnson, Clerk
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