

REGULAR BOARD MEETING MINUTES

Monday, November 10, 2008

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, Judy Brandt, Dan Johnson (7:05 PM), Ed Kaehler, Gene Loftus, Ron Pagel, Gary Pedersen, 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, Carrie Frank, Jane Johnson, Loren Kiefer, John Ostrowski, Molly Rieke, Jacob Robinson and John Schmidt.

The Pledge of Allegiance was recited.

Agenda

Superintendent Klaehn asked that the following additions be made to the agenda: 10b – District-Wide Notification System and 12f – Southeast Service Board Nomination.

A motion was made by Member Brandt, seconded by Member Kaehler and carried unanimously to approve the amended agenda.

Visitors to Address the Board

John Schmidt requested information from the consultant who installed the west parking lot so that he can view the testing results and field inspection information.

Board Minutes

A motion was made by Member Andring, seconded by Member Kaehler and carried unanimously to approve the October 6, 2008 Regular Board Meeting Minutes.

Regular District Bills

A motion was made by Member Brandt, seconded by Member Andring and carried unanimously to approve the Regular District Bills totaling \$103,899.53.

Special District Bills

A motion was made by Member Kaehler, seconded by Member Brandt and carried unanimously to approve the payment of the Special District Bills totaling \$313,257.89.

Treasurer's Report

A motion was made by Member Kaehler, seconded by Member Johnson and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$5,534,252.22, as well as the October electronic transfers.

CABINET COMMUNICATIONS

High School Principal – Todd Rowekamp shared the following: 1) The 7-12 conferences held in October resulted in 68% parent attendance; 2) The new teachers were participating in a Teacher-to-Teacher Mentorship Program coordinated by the senior staff. Mr. Rowekamp has also completed first observations of the new teaching staff; 3) Revived by Spanish Instructor Elizabeth Wells, the Spanish Club has almost 30 members and recently held a before-school celebration with traditional Spanish food and crafts; 4) The Drama Club was practicing a series of one-act skits in preparation for their fall performance the third week of November; 5) He attended the Hiawatha Valley Education District North Cluster Principals' meeting where the presenter was Transition Coordinator Marion Mahoney. Business Teacher Linda Killian-Baures had accompanied him to the annual meeting for the Carl Perkins Grant. Mr. Rowekamp also attended the school law meeting of the Minnesota Association of Second School Principals; 6) At the end-of-the-quarter teacher inservice, Marion Mahoney trained the faculty on accommodations and modifications, the differences between them, and how to implement them. The High School Leadership Team also updated the faculty on the high school-wide goals and task forces needed to accomplish those goals; 7) Ag Education Instructor Jacob Robinson came forward to explain the Supervised Agricultural Experience program he initiated to incorporate career exploration in his department.

Elementary Principal – Jeanne Svobodny relayed the following: 1) Shared with the Board the grants the elementary has received: Title, ita Alphabet, Local Collaborative, Hiawatha Valley Education District mini-grants, Targeted Services, and Alternative Delivery of Services. In many areas, these funds have been reduced or eliminated; 2) At the half-day teacher inservice, the teachers met in professional learning teams where they shared their knowledge, experience and resources, and planned assessments to measure students skills and growth so that they can modify their instructional practices. They also built their department and grade level reading goals based on various data sources; 3) Two Title I Parent Meetings will be held this year with 3rd through 5th grade students and parents learning about online programs to help support learning, and kindergarten through 2nd grade students and parents learning about learning games they can play together; 4) The first two days of preschool screening will be held November 20-21 in Dover.

Grades 6-8 Assistant Principal – John Ostrowski shared the following information: 1) Since the start of the school, the Middle School Steering Committee members have discussed what middle school meant to them, the positive things that are already in place, and concerns and questions they have in implementing a middle school. The group also identified area schools with a middle school setting and developed a survey that they will use when contacting these schools to determine how their programs work; 2) The Junior High Activity Night included activities such as a dodge ball tournament, basketball, Wii tennis, music and a dance, a movie, and mass dodge ball at the end of the evening; 3) The previous week, the 8th graders attended the Science Technology Engineering and Math (STEM) Summit at RCTC. The new mobile science lab was introduced and the students were given two hours to roam through the exhibits; 4) Sara Smith, Damon Hammel, Brad Morgan, Katie Johnson and he had attended a bullying workshop by Barbara Coloroso; 5) The 6th – 8th grade Student Council is going strong. Advisor Mr. Tim Andring and he discussed that 6th grade would not participate in the Homecoming Gender Bender Day and, eventually, the high school also replaced it with “1980’s Day.”

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) The presenter at the Peer Helper Retreat was “awesome” and the members grew as a group from the experience; 2) The Math League held their first meet last Monday at Plainview and Knowledge Bowl has had two morning practices. Previously, Knowledge Bowl had a hard time forming three teams and this year they had more than three teams; 3) Student Council members who attended their fall convention gained new ideas to help students get involved in pep fests and fundraising. On Wednesday they will meet to discuss the new ideas; 4) The first quarter of school had gone well and the transition to second quarter had been good; 5) Regarding the recent tragedy he said that everyone worked well together although it was difficult to get help out to people because it happened on a weekend.

OLD BUSINESS

June 30, 2008 Financial Audit

Darwin Vicker from LAWCO provided the June 30, 2008 audit. Highlights included the following:

- the General Fund Unreserved, Undesignated Balance is at \$1,556,893, – an increase of \$165,000 over the previous year
- General Fund Revenue sources include 89.1% from state sources, 1.0% from federal sources, 4.7% from local property taxes and 5.2% from fees, interest and other misc. sources.
- the Weighted Average Daily Membership (WADM) used to calculate state aids increased from 1,268 to 1,280
- all district funds showed fund balance increases from the previous year
- with some designated funds prudently set aside, the district is in good financial shape due to good fiscal management and increased enrollment
- enrollment remains a key component of the financial future of the district, as each individual kindergarten student can generate over \$100,000 during their years in school.

A motion was made by Member Andring, seconded by Member Johnson and carried unanimously to approve the June 30, 2008 Financial Audit.

District-Wide Notification System

Technology Director Loren Kiefer brought forward additional information about a district-wide notification system.

The costs of the School Messenger – Emergency Only system includes a one-time \$600 set up fee and \$1 per student the first year and \$1 per student in following years. Each parent can have 5 phone numbers and 2 email addresses in the system. The district calls could include emergencies involving weather, lockdowns, cancellation of sporting events, etc. Mr. Kiefer stated, however, that a daily or weekly message would not be considered an emergency.

Mr. Kiefer also relayed that the cost of the “full-blown” version of School Messenger included a \$1,200 set up fee and \$2.50 per student (down from the previous \$2.75 per student) per year. He also indicated that the Technology Committee recommended the district begin with the Emergency Only system and perhaps expand it in the future.

A motion was made by Member Kaehler to contract with School Messenger for their Emergency Only system with the stipulation that they will waive the additional \$600 set up fee if the district goes to the more expanded program the second year. The motion was seconded by Member Loftus and carried unanimously.

REPORTS

First Reading of the Revised 2008-09 Budget

Supt. Klaehn reviewed the Revised 2008-09 Budget with the School Board. Numbers were revised since the contracts have been settled and numerous costs are now more accurately known.

- All funds are projected to operate very near balanced in 2008-09
- Special funds have been “designated”, and set aside for future severance costs, bus purchases, technology, curriculum and capital projects.
- The budget is assisted by the fact that an additional 10 pupil units are projected for 2008-09 over the previous year.
- The strong balance in the General Unreserved, Undesignated fund will likely be tested in the coming years due to the projected State economy.
- The Food Service budget continues to be difficult to project in light of food prices.
- Bus purchasing needs to remain aggressive to restore the overall condition of our fleet

This item would be brought back for second reading and approval at the December meeting.

Potential Capital Projects for 2008-09

Supt. Klaehn talked about the potential capital projects: outdoor athletic facilities upgrades, elementary parking lot, band uniforms, flooring in science rooms, finish remaining carpet replacement in the elementary, electronic school sign, and elementary playground equipment. The Board discussed the proposed projects and will talk further at their December meeting.

Dover Property Update

Supt. Klaehn provided an update on obtaining the property indicated in the gap in the descriptions plot, removal of the asphalt on school district property, and easements to adjoining property owners. The cost to have paperwork drawn up will be divided among the affected property owners and the district. Supt. Klaehn received a consensus from the Board to proceed.

NEW BUSINESS

Election Resolutions

A motion was made by Member Kaehler and seconded by Member Johnson to adopt the Resolution Canvassing Returns of Votes of School District General Election (Attachment A). A roll call vote was taken with the following voting in favor of the motion: Brandt, Andring, Pagel, Johnson, Kaehler, Pedersen and Loftus. Those voting against the same: none. The motion carried unanimously.

A motion was made by Member Pedersen and seconded by Member Kaehler to adopt the Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Related Duties (Attachment B). A roll call vote was taken with the following voting in favor of the motion: Brandt, Andring, Pagel, Johnson, Kaehler, Pedersen and Loftus. Those voting against the same: none. The motion carried unanimously.

Van Replacement

Supt. Klaehn advised that three bids were received when the last van was purchased. The School Board can again seek bids or authorize the Superintendent and Transportation Director to seek quotes from auto dealers. A factor to be considered in the purchase will be the delivery timeframe.

A motion was made by Member Pedersen, seconded by Member Johnson and carried unanimously to direct the Superintendent and Transportation Director to seek a minimum of three quotations on a replacement van and bring them forward to the Purchasing Committee.

Consent – Resignations

A motion was made by Member Johnson, seconded by Member Loftus and carried unanimously to accept the resignations of ANN OESLAGER as Instructional Assistant and KRISTA PETERSON as C Softball Coach.

Consent – Hires

A motion was made by Member Andring, seconded by Member Kaehler and carried unanimously to approve the following hires: ERIN HUCKLEBERRY as 100-Day Substitute Teacher and DAN DEGNAN as 7th Grade Boys' Basketball Coach.

Consent – Accept Donations

A motion was made by Member Brandt, seconded by Member Pedersen and carried unanimously to accept the following donations: 1) High School -- \$1,354.80 to the Choir from the DOVER-EYOTA MUSIC ASSOCIATION, \$195 in memory of Ross Johnson, \$313.44 in KWIK TRIP rebates; 2) Elementary -- \$495 to the Milk Break Angel Account and \$260 from KWIK TRIP in Milk Moola rewards; 3) Sharing Tree - \$1,400 from the high school staff.

Southeast Service Cooperative Board Nomination

Chair Pagel made a motion that the Board nominate Don Andring to the Southeast Service Cooperative Board of Directors. The motion was seconded by Member Pedersen and, with Member Andring abstaining, the motion carried unanimously.

HEARING OF REPORTS

Superintendent's Report & Communication

Supt. Klaehn provided the following information: 1) He distributed the Superintendent Evaluation and asked that the completed survey be returned as soon as possible so that the results can be reported at the December Board meeting; 2) Mr. Klaehn had met with the Minnesota House Education Chair about her new funding program for schools and had met with various lobbyists from MREA and MASA whose goal was to make certain that education does not receive a funding reduction in the next biennium. Mr. Klaehn stated, "If the tax shift occurs, it is something we will have to live with. It is looking very bleak at the legislature in terms of any new funding. I will be monitoring it very closely and will keep the Board informed;" 3) In regard to the recent van accident, he relayed that our student and driver were doing fine, that the other driver had some non-life threatening injuries, and that he was thankful the results were not worse; 4) At a recent area superintendent meeting, the group heard from the superintendent where the fatal bus accident occurred. The pick up hit the bus at 85 miles an hour and crashed at the top part of the bus; 5) Supt. Klaehn indicated that the Minnesota Association of School Administrators is recommending that school districts devise two calendars for the 2009-2010 school year. One will reflect the start day as after Labor Day as the law now stands and one would reflect a start day before Labor Day. The district would then put the two calendars before their public to vote on the preferred version. He was contemplating having our Calendar Committee create two calendars; 6) He had the opportunity to see the security measures used to protect the various state Internet addresses (state.mn.us) at the Office of Enterprise Technology (set up by the state government and reports to the state government). Mr. Klaehn stressed the importance of pressuring the legislature to continue funding or increase technology funding. He advised that our district

might sponsor a technology day for legislators on December 17 so that they can see what technology we have and what additional technology we need; 7) At a bus driver meeting, the group talked about having a CPR refresher and relayed that there had already been 9 stop arm violations this year compared to 6 the entire last year; 8) In recognition of Veteran's Day, Mr. Klaehn thanked all of the veterans and relayed that an acknowledgement would be placed on the school's website the next day.

Board of Education Committee Reports & Communication

Loftus – Mr. Loftus hoped that the district will have a moment of silence the following day in honor of veterans. He enjoyed having Jake Robinson report on the interesting things he was doing in his classes and hoped that the process of having teachers present to the Board would continue. Member Loftus felt it was “outstanding” that there was increased interest in Math League and Knowledge Bowl. Regarding the Parents and Teachers Together plan to not only assist the district in improving the playground but also provide SmartBoards and other equipment for the elementary, he said that maybe they wanted to be known for more than just playgrounds. In regard to the proposed Capital projects presented, he felt that finishing the installation of carpet at the elementary and dealing with the high school science room flooring were at the top on the list. After that, the priorities would be the elementary parking lot, band uniforms, outside facilities and electronic school sign.

Pedersen – Mr. Pedersen congratulated Gene Loftus, Julie Garnett and Molly Rieke in their successful bid for School Board. To John Schmidt he said, “John, nice campaigning and good luck if you run again.”

Kaehler – Member Kaehler also congratulated the School Board winners. He wondered how the School Liaison Officer was doing and suggested he report his perception of the school at the December Board meeting. Mr. Kaehler agreed with Member Loftus regarding PATT's donations and added, “They have the right to spend their money any way they want. Purchasing SmartBoards are the school's responsibility; however, if they (PATT) want to speed up that process, it's okay. I have a problem with the school asking outside groups to fund educational items.” Mr. Kaehler also talked spending down the fund balance. In regard to band uniforms he has some concern as to whether this interest in marching band would always be present.

Johnson – He was unable to attend a Technology Committee meeting. In regard to the emergency response notification system he said, “This is an important step. We are really not sinking a lot of money into this for the huge change we will receive in the ability to communicate on important things. Once we do start, next year we will probably go for the step up program.” In regard to the priority of capital projects, he indicated he liked the list but would also like to see what else could be done to advance student learning. He added, “We have to fund our computer labs so that they can be used for testing and I would like to see more done in the vocational end of things.”

Andring – Mr. Andring thanked the candidates that ran for School Board office, congratulated the winners and said that he looked forward to working with them. Regarding the Southeast Service Cooperative Board he relayed that Dover-Eyota had a representative on the board continually since 1986 (Gretchen Keefe). Mr. Andring offered to share information from the last SSC Board meeting including health insurance pools and how they work. In regard to capital outlay items he felt that elementary carpet and high school science floors were the most important. He added, “Buses are something we need to continually address as it is a plus to have our own busses.” Mr. Andring ended his report by saying we have a very good staff and wondered when another Meet & Confer would be held. Supt. Klaehn advised that one would be set for December or January.

Brandt – Member Brandt's capital priority list was the science room floors, elementary carpeting and the elementary parking lot. She would like to see a booster club formed and proceed with getting a new crow's nest built. In regard to the school district's financial status, she said, “I am proud of how fiscally responsible our Board has been over the year.” In regard to the staff's donation of \$1,400 to the Sharing tree she said, “It says a lot about how they support the families in the community.” Ms. Brandt was very impressed by our staff and the Crisis Team during the recent tragedy. She said, “You know that they (the staff) are a family because of the support they gave.” She thanked Elementary Principal Jeanne Svobodny for writing grants to obtain additional funding. Ms. Brandt ended her report by telling the new Board members to “look forward to the challenges and have a lot of fun with it, too.”

Pagel – Congratulated Gene Loftus, Molly Rieke and Julie Garnett for winning the School Board election. Mr. Pagel also sent sincere compliments to the other candidates who stepped forward and added, “Placing your name on the ballot takes initiative and risk. It is a commitment to the community and I appreciate that.” Member Pagel thanked High School Principal Todd Rowekamp for bringing forward Mr. Robinson and relayed that he hoped to see more such presentations in the future. The Hiawatha Valley Education District Executive Committee meeting was scheduled for Thursday and the group will be planning the interview process to be used for Gary Woodward’s replacement. Mr. Pagel had been unable to attend the last Three Rivers Conference meeting.

ADJOURNMENT

A motion was made by Member Andring, seconded by Member Johnson and carried unanimously to adjourn the meeting at 10:31 PM.

Daniel A. Johnson, Clerk
cb

**RESOLUTION CANVASSING RETURNS
OF VOTES OF
SCHOOL DISTRICT GENERAL ELECTION**

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

1. It is hereby found, determined and declared that the general election of the voters of the district held on November 4, 2008, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, voters of the district voted at said election on the election of three school board members for four-year term vacancies on the board caused by expiration of term on January 1 next following the general election as follows:

| | |
|----------------|-------|
| Gene Loftus | 1,391 |
| Molly Rieke | 738 |
| Julie Garnett | 714 |
| John Schmidt | 690 |
| Alex Kromminga | 688 |
| Maureen Lewis | 577 |
| Write Ins | 40 |

3. Gene Loftus, Molly Rieke, and Julie Garnett, having received the highest number of votes, are elected to four-year terms beginning January 5, 2009.

4. The school district clerk is hereby authorized to certify the results of the election to the county auditor of Olmsted County in which the school district is located in whole.

The Dover-Eyota Public School Board approved the above resolution by unanimous vote on Monday, November 10, 2008.

BY ORDER OF THE SCHOOL BOARD

1s/ Daniel A. Johnson
Daniel A. Johnson, School District Clerk
Dover-Eyota Public Schools
Independent School District No. 533
November 10, 2008

Summary of Totals
ISD - 533
State General Election Tuesday, November 04, 2008

| SCHOOL BOARD MEMBER (ISD #533) (Elect 3) | | | |
|--|-----------------|----------------|---------------|
| NP | NP | NP | NP |
| JULIE GARNETT | JOHN W. SCHMIDT | ALEX KROMMINGA | MAUREEN LEWIS |
| 714 | 680 | 1391 | 577 |
| NP MOLLY RIEKE | | 688 | |
| NP MOLLY RIEKE | | 738 | |
| NP MOLLY RIEKE | | 40 | |
| NP MOLLY RIEKE | | 40 | |

RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES OF ELECTION AND DIRECTING SCHOOL DISTRICT CLERK TO PERFORM OTHER ELECTION RELATED DUTIES

WHEREAS, the board has canvassed the election for school board members held on November 4, 2008.

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

1. The chair and clerk are hereby authorized to execute certificates of election on behalf of the school board of Independent School District No. 533 to the following candidates:
Gene Loftus
Molly Rieke
Julie Garnett

Who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of term on January 1 next following the election, based on the results of the canvass.

2. The certificates of election shall be in substantially the form attached hereto.
3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the school board is hereby directed to deliver the certificates to the persons entitled thereto personally or by certified mail.
4. The clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

The Dover-Eyota Public School Board approved the above resolution by unanimous vote on Monday, November 10, 2008.

BY ORDER OF THE SCHOOL BOARD

1st Daniel A. Johnson

Daniel A. Johnson, School District Clerk
Dover-Eyota Public Schools
Independent School District No. 533
November 10, 2008

CERTIFICATE OF ELECTION

(Full 4-Year Term)

This is to certify as follows:

1. The School Board of Independent School District No. 533 on November 10, 2008, canvassed the general election of school board members held on November 4, 2008.
2. _____ received the _____ largest number of votes cast for the office of school board member of Independent School District No. 533 for a full four-year term.
3. There are three, full four-year term vacancies on the board caused by expiration of term on the first Monday in January next following the election.
4. Therefore, _____ is elected to the office of school board member of Independent School District No. 533 for a full four-year term beginning the first Monday in January 2009 and expiring the first Monday in January 2013.

By authority of the School Board of Independent School District No. 533, pursuant to resolution dated November 10, 2008.

Dated: November 12, 2008

Ron Page, Chair

Daniel A. Johnson, Clerk