

# REGULAR BOARD MEETING MINUTES

Monday, August 11, 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, 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, Jim Dusso, Jane Johnson and John W. Schmidt.

The Pledge of Allegiance was recited.

## Agenda

Superintendent Klaehn asked that the following items be added to the agenda:

9c – Accept bid for sale of 1992 Dodge Caravan

10d – Brooke Ferrier as C Volleyball Coach

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

## Visitors to Address the Board

No visitors wished to address the Board.

## Board Minutes

A motion was made by Member Andring and seconded by Member Johnson to approve the July 14, 2008 Regular Board Meeting Minutes.

Member Pedersen recommended the following be stricken under Consent New Hires since it is conflicting and the vote was actually a roll call vote:

A motion was made by Member Johnson and seconded by Member Brandt ~~and carried unanimously~~ to hire BRANDI KOHLER as Science Instructor. A roll call vote was taken with the following voting in favor: Loftus, Kaehler, Johnson, Pagel, Andring and Brandt. Those voting against the same: Pedersen. The motion carried 6 to 1.

A vote on the amended minutes carried unanimously.

## Regular District Bills

A motion was made by Member Brandt, seconded by Member Kaehler and carried unanimously to approve the Regular District Bills totaling \$140,461.58.

## Special District Bills

A motion was made by Member Pedersen, seconded by Member Kaehler and carried unanimously to approve the payment of the Special District Bills totaling \$378,270.32.

## 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 \$3,148,961.11, as well as the July electronic transfers.

## **CABINET COMMUNICATIONS**

Elementary Principal – Jeanne Svobodny relayed the following: 1) Shared Emergency Procedure Manuals compiled by Richard Swanson and Rachel Thoe; 2) On August 5, the Elementary Site Leadership Team met with Leslie Shellenberg of SSC to focus on student learning and data; 3) The administrators had held a retreat in Winona on August 6 that resulted in good discussions and a time to reflect and plan for the upcoming year; 4) On August 7, she had attended the Minnesota Department of Education Assessment Conference with Jane Johnson, Todd Rowekamp and Karen Frye; 5) Mrs. Svobodny provided the status of new carpet installation and

thanked the Board for their support of this renovation; 6) She was in the process of hiring a speech clinician, Footsteps child educator, and several instructional assistants.

High School Principal – Todd Rowekamp shared the following: 1) In July, he and Mr. James Dusso had attended a meeting with Ann MacDonald, the Leadership Institute Director at Winona State and State Representative Gene Pelowski about the Model Legislature program. Mr. Dusso will be Identifying a group of first semester students to be involved in the program; 2) The new teacher and all teacher workshop schedules had been finalized and he would be meeting with a committee of teachers to plan the mentoring program and with Leadership Team to finalize preparation for workshop days; 3) During the August 27 workshop day, the high school staff would attend an honor retreat sponsored by the Youth Frontiers. The purpose of the retreat was to build community among the staff and kick off the year with positive attitudes and energy; 4) Mr. Rowekamp explained the breakout sessions he had attended at the Minnesota Department of Education (MDE) Assessment Conference -- formative assessment, test score reports available through the MDE, and available resources for teachers; 5) The high school was being contacted by families outside of the district to enroll. First he checks to see if the grade level is below enrollment cap. Since now they would be nonresident students, he checks with their previous schools for possible attendance/behavior issues and asks the parents why they are wishing to come here. Based on this information, he determines whether or not to approve the enrollment. A future, more extensive report would be held with the Board explaining open enrollment versus non-resident enrollment.

Curriculum Director – Jane Johnson shared the following information: 1) She attended the Math & Science Teacher Academy sponsored by the MDE, Southeast Service Cooperative and Winona State with middle school math teachers Wanda Hanson, Tim Andring, and Damon Hammel; 2) At the MDE Assessment Conference, she attended sessions on the new Reading and Math GRAD tests, the online Science Test, strengthening staff development and the school report card; 3) Results of the science online testing (taken by our 5<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade students) will be available August 15; 4) Next week she will be assisting at the New Teacher Workshop; 5) She is gearing up for the February Baldrige assessment by the Minnesota Council for Quality; 6) Students in grade 8 will be taking the National Assessment for Educational Progress (NAEP) math tests on February 12; 7) Shared the final Minnesota Comprehensive math and reading results and comparisons of our district with Rochester Area Math Science Partnership schools.

#### Customer Compliments, Concerns, Complaints

Superintendent Klaehn shared that no Customer Compliment, Concern, Complaint forms had been received that month.

### **OLD BUSINESS**

#### Second Reading and Approval of the 2008-2009 Handbooks

A motion was made by Member Pedersen and seconded by Member Johnson to approve the handbooks.

Member Kaehler amended the motion, stating that he wished the Coach's handbook to be acted on separately. The amendment was passed with a unanimous vote.

A vote to approve the following handbooks was carried unanimously:

- i) Food & Nutrition Policies & Procedures
- ii) Elementary Teacher
- iii) Elementary Substitute Teacher
- iv) Elementary Parent/Student
- v) Elementary Paraprofessional
- vi) 6<sup>th</sup> Grade
- vii) High School Student
- viii) High School Staff
- ix) Athletic & Activities (no changes)

A motion was made by Member Pedersen and seconded by Member Loftus to approve the Coach's handbook.

Member Kaehler noted that the last page of the handbook indicated that a coach could reduce the team size at any time. He felt that the time for cuts should be only just prior to the tournament roster being submitted.

Member Loftus stated his opinion: "It is a lot of give and take on both sides. I like what I see. We need to show some faith in the coaches that they will do their best to keep kids involved as much as possible. We have good coaches that try hard. If it doesn't work that way, it should be addressed next year. I support it."

Member Pedersen indicated that there had been a "lively and good discussion" before about this subject and he supported the document as agreed upon earlier. He added, "We may see ways to tweak it in the future but I support it as is."

A roll call vote was taken on motion to approve the Coach's handbook. Those voting in favor: Loftus, Pedersen, Johnson, Pagel, Andring and Brandt. Those voting against the same: Kaehler. The motion carried 6 to 1.

#### Rescind Van Purchase Action, Let New Bids

A motion was made by Member Andring and seconded by member Loftus to rescind the van purchase action and let new bids.

The Board discussion included the fact that there had been discrepancies in the bids received. The Purchasing Committee had much discussion after the bid was awarded and had determined that the van purchase action should be rescinded and new bids be let. It was explained that the district would now be advertising for a 2009 Dodge Caravan (was 2008 or 2009 in previous bid process).

A vote on the motion carried unanimously.

#### **NEW BUSINESS**

##### Accept bid of \$93.17 for the sale of the 1992 Dodge Caravan

Supt. Klaehn relayed that one bid in the amount of \$93.17 had been received for the 1992 Dodge Caravan.

A motion was made by Member Kaehler and seconded by Member Loftus to reject the bid.

Member Pedersen relayed that he had contacted three salvage dealers and was given quotes of \$200, \$400 and \$800. The superintendent was directed to determine a salvage price and then again advertise the sale of the van with a minimum bid requirement.

##### Leave of Absence Request

A motion was made by Member Andring, seconded by Member Johnson and carried unanimously to approve the 12-week maternity leave of absence of LINDA KILLIAN-BAURES beginning approximately November 30, 2008.

##### Review Miscellaneous Payment Schedule

Supt. Klaehn relayed that the Miscellaneous Payment Schedule had been formulated to cover small duties not listed in other group contracts. He provided a more detailed schedule rate that Activities Director John Ostrowski and he had developed for activity supervisors, score keepers, officials, ticket takers, etc.

A motion was made by Member Johnson, seconded by Member Brandt and carried unanimously to approve the revised Miscellaneous Payment Schedule as presented.

##### Consent - Accept Resignations

A motion was made by Member Johnson, seconded by Member Loftus and carried unanimously to accept the following resignations: 1) DEB VOSLER as B Volleyball Coach; 2) TOM MILLER as 9<sup>th</sup> Grade Boys' Basketball Coach; 3) LOUANNE JENDERNY as Adult SACC Worker; 4) CARA FOX as Instructional Assistant.

##### Consent – New Hires

A motion was made by Member Brandt, seconded by Member Kaehler and carried unanimously to approve the following hires: BRANDY HEASER as Cheerleading Advisor; 2) JORDAN JENSEN as C Football Coach ; 3) MICHELLE MCNALLAN as Learning Readiness and Look at Me I'm 3 Instructor; 4) MARY MAUSETH as Instructional Assistant; 5) BROOKE FERRIER as C Volleyball Coach.

### Donations:

A motion was made by Member Kaehler, seconded by Member Johnson and carried unanimously to accept the following donations and direct the administration to send thank you letters: 1) Elementary – Parents and Teachers Together (PATT) donated \$299.99 to purchase a camera for the art room; 2) High School - \$110.94 in KWIK TRIP rebates.

## **HEARING OF REPORTS**

### Superintendent's Report & Communication

Supt. Klaehn provided the following information: 1) Elementary parking lot repair quotes were not accepted due to the extremely high estimates and the fact there would be no guarantee as to the durability of the repairs. Transportation and Grounds Director Al Trogstad would hot patch to temporarily fill in the holes; 2) A letter was received from Olmsted County indicating that, due to budget issues, they will no longer be dealing with truancy of students over the age of 16. He relayed that a meeting with Olmsted County later this month would further clarify this matter ; 3) Mr. Klaehn relayed that the Teamsters' contract is not on the agenda for Board approval because it had not been ratified by the group; 4) The Minnesota Highway Patrol is interpreting the new van driver laws inappropriately and the Minnesota School Board Association has recommended that school districts not make any changes at this time; 5) The Olmsted County Health Department has gotten extremely "nitpicky" over concession stands. They want our football concession stands to have hot/cold water and drains, and have stainless steel counters, etc. If the district decides not to conform, it can only sell prepackaged items. If we ignore the requirements and proceed and someone gets sick, the county could pull our entire food service license. Mr. Klaehn provided several options to conform and advised that there are 10 home events between soccer and football; 6) On August 14, he will be on a committee with university deans around the state to discuss teacher preparations...what we are looking for and seeing from teachers coming out of college; 7) The Administrative Retreat had been a very productive day with the group using the State of the District document as their agenda both to review what has been accomplished and determine what improvements need to be made. He thanked the administrators for their work that day; 8) Supt. Klaehn commended the teaching staff saying that he was extremely impressed and added, "We have a very driven teaching staff who are more than willing to participate during the summer;" 9) A letter had been sent to all of the school board candidates regarding a meeting the following week to provide them with basic facts about school board operations and board member actions. Mr. Klaehn also noted that public forums for the candidates would also be scheduled.

### Student Board Member Report & Communication

Travis Schreier shared that official practices for most fall sports had begun that day, including soccer in which he was a member.

### Board of Education Committee Reports & Communication

**Pedersen** – As a member of the Board Negotiations Team, Mr. Pedersen relayed that the Teamsters had not ratified the proposed contract. The Teamster representative would be providing information on what changes they wished from what had been agreed upon earlier. The Negotiations Team would review the changes and submit a counter proposal the following day.

**Johnson** – Relayed his appreciation to Jane Johnson and the administration for all of their efforts with testing. Mr. Johnson asked how the additional new technology coordinator was working out. Supt. Klaehn relayed that Bryan Berg had started on July 1<sup>st</sup> and "hit the ground running." We have received a lot of positive reactions to Bryan and find that he works well with people. With Bryan on staff, Technology Director Loren Kiefer can focus more on the administrative side of technology.

**Andring** – As he drove through the west parking lot, he noted a ditch had been made on the west side of the bus garage that would cause difficulties if the size of the building were ever extended. Supt. Klaehn would look into the concern.

**Pagel** – Mr. Pagel indicated that additional work on the west high school parking lot included sidewalk replacement and curb replacement for better drainage. Supt. Klaehn added that the sidewalk coming from the

agriculture shop would also be replaced since it is a trouble area where ice forms during the winter. He added that concrete work would be completed this week and a second layer of asphalt would be installed the following week.

**ADJOURNMENT**

A motion was made by Member Pedersen, seconded by Member Johnson and carried unanimously to adjourn the meeting at 8:45 PM.

Daniel A. Johnson, Clerk  
CB