

ORGANIZATIONAL BOARD MEETING MINUTES

Monday, January 14, 2008

Chair Pagel called the organizational meeting of the Dover-Eyota Board of Education, District #533, to order at 6:37 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
Absent: none. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Chris Berg, Gary Betcher and John Ostrowski.

Approval of Agenda

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

Election of Officers for the Year 2008

Chair Pagel called for nominations for the position of Board **Chair**. Member Andring nominated Ron Pagel. Chair Pagel called for nominations two more times and, hearing none, Member Johnson made a motion casting a unanimous ballot for Ron Pagel as Chair. The motion was seconded by Member Kaehler. A roll call vote was unanimous and the motion carried.

Chair Pagel called for nominations for the position of **Vice Chair**. Member Brandt nominated Gene Loftus. Chair Pagel called for nominations two more times and, hearing none, Member Andring made a motion casting a unanimous ballot for Gene Loftus as Vice Chair. The motion was seconded by Member Brandt. A roll call vote was unanimous and the motion carried.

Chair Pagel called for nominations for the position of **Clerk**. Member Kaehler nominated Dan Johnson. Chair Pagel called for nominations two more times and, hearing none, Member Brandt made a motion casting a unanimous ballot for Dan Johnson as Clerk. The motion was seconded by Member Kaehler. A roll call vote was unanimous and the motion carried.

Chair Pagel called for nominations for the position of **Treasurer**. Member Pedersen nominated Don Andring. Chair Pagel called for nominations two more times and, hearing none, Member Loftus made a motion casting a unanimous ballot for Don Andring as Treasurer. The motion was seconded by Member Brandt. A roll call vote was unanimous and the motion carried.

Consent – Set Board Meeting Dates

A motion was made by Member Brandt, seconded by Member Kaehler and carried unanimously to approve the following items:

Regular Board Meeting Dates through January 2009 as follows with a starting time of 7:00 PM in the Dover-Eyota High School Media Center:

February 11, 2008	July 14, 2008	December 8, 2008
March 10, 2008	August 11, 2008	January 12, 2009 to include a
April 14, 2008	September 8, 2008	re-organizational meeting held ½ hour
May 12, 2008	October 6, 2008	prior to the regular meeting
June 9, 2008	November 10, 2008	

Special Board Meeting to be held Wednesday, February 13, 2008 beginning at 6:00 PM to canvass bond referendum results.

Regular Board Meetings to be held in the Dover-Eyota High School Media Center as indicated below with a starting time of 7:00 PM in the Dover-Eyota High School Media Center.

February 9, 2009	July 13, 2009	December 14, 2009
March 9, 2009	August 10, 2009	January 11, 2010 to include a
April 13, 2009	September 14, 2009	re-organizational meeting ½ hour prior
May 11, 2009	October 19, 2009	
June 8, 2009	November 9, 2009	

Truth in Taxation Hearings to be held on Monday, December 1, 2008 for the initial hearing at 7:00 PM and Monday, December 8, 2008 for the continuation (if needed) to be held at 6:30 PM, both to be held the Dover-Eyota High School Media Center. If it was determined that the district was not required to hold these meetings, the public would receive ample notice of their cancellation.

Set Officers' Pay and Board Salary for the Year 2008

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the officers' pay and Board salary for the Year 2008 to remain at:

\$1,350.00	Regular salary
\$1,000.00	Matching 457 Plan District Contribution up to
\$ 300.00	Committee work
\$ 500.00	Additional salary for Chair
\$ 200.00	Additional salary for Clerk
\$ 150.00	Additional salary for Vice-Chair
\$1,800.00	Negotiations Team
\$ 100.00	Per Day (or \$50 per half day) for attending Board-recommended conferences or training

Consent – Board Assignment of Duties and Disclosure Statements

A motion was made by Member Kaehler, seconded by Member Loftus and carried unanimously to approve the following:

- 1) The Superintendent of Schools shall assign District Office staff to perform the duties of the offices of Board Clerk and Board Treasurer.
- 2) Require any Board member doing business with the school district to sign an annual disclosure statement (Attachment A).

Consent – Assign Members for Year 2008 Committees

A motion was made by Member Pedersen, seconded by Member Kaehler and carried unanimously to assign members for the Year 2008 committees as follows:

Board Committees

Meet and Confer	Andring, Johnson, Loftus
Negotiations	Brandt, Kaehler, Pedersen
Purchasing	Andring, Loftus, Brandt
Legislative	Kaehler, Pedersen

Advisory Committees/Task Forces

Minnesota School Board Association	Johnson
Minnesota State High School League	Pedersen
Calendar	Pedersen
Community Education Advisory	Kaehler
Crisis	Brandt
District Media Review	Pagel
Dollars for Scholars	Loftus
Gifted & Talented Advisory	Pedersen
Hiawatha Valley Education District	Pagel
Playground	Kaehler
Referendum	Johnson, Kaehler, Pagel
Systems Accountability	Brandt
Safety	Andring
Student Achievement	Johnson
Technology	Johnson
Vocational Family	Loftus
Wellness	Johnson

Elected Offices

Southeast Service Cooperative	Andring
Three Rivers Conference	Pagel

It was noted that the Negotiating Team negotiates with the DEEA and Teamsters Union. The Head Board Negotiator and Chair negotiates with the Superintendent. The Superintendent negotiates with all other groups.

Consent – Set Band, Athletic, Community Education and Miscellaneous Fees for 2008-2009 School Year

A motion was made by Member Brandt and seconded by Member Andring to set the Band, Athletic, Communication and Miscellaneous Fees for the 2008-2009 school year as presented.

Member Kaehler amended the motion by increasing the band instrument rental fee to \$50. The motion was seconded by Member Pedersen. A roll call vote was taken with the following voting in favor: Loftus, Pedersen, Kaehler, Pagel, Andring and Brandt. Those voting against the same: Johnson. The motion amendment carried with a 6-1 vote.

Member Pedersen amended the motion by increasing the athletic fees to \$75 for junior high school and \$100 for senior high school per sport. The amendment failed for lack of a second.

A vote on the motion setting the Band, Athletic, Community Education and Miscellaneous Fees as presented with the band instrument rental fee set at \$50 resulted in a roll call vote. Those voting in favor: Loftus, Kaehler, Johnson, Pagel, Andring and Brandt. Those voting against the same: Pedersen. The motion carried 6 to 1.

High School Athletic fees remained at \$50 for junior high school (grades 7-8) and \$75 for senior high school (grades 9-12) per sport.

Community Education Athletic fees for grades K-6 remained at up to \$40 per sport, except for tackle football which would be \$50. The Community Education Director would set fees according to the expenses.

Band rental fees were set at \$50.

Miscellaneous fees remained as follows:

- i. per copy fee of 15 ¢ for each 8.5"x11" or 11"x17" copy on white or color paper;
- ii. penalty fee of \$100 per violation for being on the roof of any school district facility without permission;
- iii. when the Denver Boot was applied to the tire of a vehicle incorrectly parked in a school district parking lot, the violator would pay a fee of \$15 to have it removed;
- iv. penalty fee of \$5 per violation would be assessed students and the cell phone confiscated for the remainder of the day for inappropriate use of a cell phone.

Consent - Approve Organizational Items for the 2008-2009 School Year

A motion was made by Member Brandt and seconded by Member Andring to approve the Organizational Items as presented.

Member Kaehler questioned if the district is out of compliance with Title IX in having an assistant head boys' basketball coach and not an assistant head girls' basketball coach. Athletic Director John Ostrowski reminded the Board that, at the November Board meeting, the head boys' basketball coach had indicated he did not wish to have an assistant.

Member Andring amended the motion by removing the assistant boys' basketball coach from the listing. The motion was seconded by Member Brandt and a vote on the amendment was unanimous.

Supt. Klaehn relayed that meal price increases would be revised in June or July, after reviewing the Food Service budget.

Mr. Klaehn talked about the Miscellaneous Payment Schedule which was part of the organizational item vote. He relayed that \$100 per full day was in the "average category" as compared to area schools. He added that obtaining long-term teacher substitutes were more of a challenge and, thus, they would be placed on the teachers' salary schedule per the qualifications of that substitute teacher.

Member Pedersen amended the motion to approve the Organizational Items by increasing the full-day sub pay to \$110 on the Miscellaneous Payment Schedule. The motion was seconded by Member Kaehler. A roll call vote was taken and the following voted in favor: Brandt, Pagel, Johnson, Kaehler, Pedersen and Loftus. Voting against the same: Andring. The amendment carried 6 to 1.

A vote on the motion to approve all Organizational Items as presented with the removal of the assistant boys' basketball coach and setting the teacher substitute pay at \$110 per full day was unanimous.

Continued...

Building Rental Rates

Building rental rates remained as follows with a 10% fuel surcharge added November through March:

	<u>District per day</u>	<u>Non-District per day</u>
Elementary Gym/Multi-Purpose	\$ 100.00	\$ \$190.00
Elementary Kitchen (plus Cook Charge)	\$ 75.00	\$ 175.00
High School Commons	\$ 100.00	\$ 150.00
High School Kitchen (plus Cook Charge)	\$ 100.00	\$ 200.00
High School Gym	\$ 200.00	\$ 390.00
High School Auditorium	\$ 150.00 1 st Hr	\$ 300.00 1 st Hr
	& \$50.00 per hour thereafter	& \$100.00 per hour thereafter
(a light/sound person may also be required depending on the extensive need of this equipment)		
High School Multi-Purpose Room	\$ 50.00	\$ 130.00
Dover Gym	\$ 50.00	\$ 130.00
All Classrooms (per room)	\$ 20.00	\$ 100.00
Custodian Charge (2-hour minimum)	\$ 26.00 Per Hour	
Cook Charge (2-hour minimum)	\$ 26.00 Per Hour	
Lighting/Sound Technician (2-hour minimum)	\$ 26.00 Per Hour	
Ball Fields	\$ 25.00 Per Hour, Per Field	
Deposit	\$250.00 for Class III rental	

The school district reserves the right to deny the facilities to any individual or group.

Groups and individuals may use the high school indoor concession stand refrigerator and sink at no charge, rather than renting the kitchen facilities.

Approved Activities Honoring Staff to include recognition breakfasts, during American Education Week and Teacher Appreciation Week and other such events/awards as deemed appropriate by the administration.

Approved funding Purchase of Flowers for staff in cases of employee's hospitalization, birth of child, and death, as well as death of employee's spouse, child or parent.

Approved Memberships in the Southeast Service Cooperative, Minnesota School Board Association, National School Board Association, Minnesota State High School League, Minnesota Rural Education Association, Minnesota Academic Excellence Foundation, Minnesota Council for Quality and Rochester Area Math/Science Partnership.

Student Teacher Agreements would be renewed with Winona State University, St. Mary's University, Luther College and Dakota State University.

Approved the Miscellaneous Pay Schedule (Attachment B).

Approved the 2008-2009 Coaching Staff:

	<u>Head</u>	<u>Asst. Head</u>	<u>B</u>	<u>9th</u>	<u>C</u>
Football	1	1	1	1	2
Volleyball	1		1	1	2
Cross Country	1				
Wrestling	1		1		2 half-time
Golf	1				1
Baseball	1		1		2
Boys' Basketball	1		1	1	2
Girls' Basketball	1		1	1	2
Track	1		2		
Softball	1		1		2
Weightlifting	1				
Cheerleading	1				
Danceline	1				
Soccer	1	1			1

Appointed Elementary Principal Jeanne Svobodny as the school district's Local Educational Agency (LEA) Representative.

Named all of the Federal Deposit Insurance Corporation (FDIC) and Federal Savings & Loan Insurance Corporation (FSLIC) institutions in Minnesota or endorsed by the Minnesota School Board Association as the Official School Depositories.

Designated the Superintendent of Schools as the Official School District Representative.

Named the Official School Newspapers: the *Dover-Eyota Eagle* as the official school newspaper for all business items that fit within its publishing timelines/deadlines and the Rochester *Post Bulletin* as the official school newspaper for all other items.

Named the Official School Radio and Television Stations as KROC 1340 AM and 106.9 FM (radio) and KTTC Channel 10 (television).

Meal Prices for the 2008-2009 school year would remain as elementary lunch at \$1.45, elementary breakfast at \$1.00, high school lunch at \$1.70, high school breakfast at \$1.00, adult lunch at \$2.80, adult breakfast at \$1.30, and \$.35 for milk.

Continued the Overdraft Fee of \$30 to be assessed to lunch accounts with overdrafts and to insufficient fund checks received by the school district.

Athletic Ticket Prices would follow the conference guidelines, \$30 for adult 10-event punch pass, \$20 for student 10-event punch pass, and free Golden Age Passes for senior citizens (age 62 and older) residing in our district. The school district would follow the Three Rivers Conference rules in regard to whether or not admissions were charged at the various levels of each sport.

Bidding would remain the same in that the School District would require the bidding process be followed for any item/services costing \$35,000 or more and at least two quotes would be obtained on any item costing from \$10,000 to \$35,000.

Authorized the Administration to pay bills subsequent to Board approval to take advantage of discounts and avoid interest charges.

Authorized the school district officers to have a Signature Plate for check-writing purposes. In cases where there were changes in the Board officers, the Board authorized the use of the current signature plate until one with the new officer signatures could be obtained.

Authorized Superintendent Bruce Klaehn and/or his designee to make Electronic Fund Transfers.

Hiring Process – The superintendent was given the right to conditionally hire an individual with the expectation that he/she would bring the proposed hiree to the Board for final approval at the next Board meeting.

Adjournment

A motion was made by Member Pedersen, seconded by Member Kaehler and carried unanimously to adjourn the meeting at 7:09 PM.

Dan Johnson, Clerk
cb

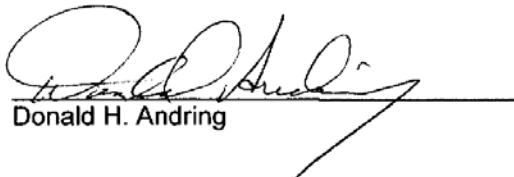
Disclosure Statement

THIS DISCLOSURE STATEMENT, is made by Donald H. Andring this 8th day of January, 2007;

1. WHEREAS, Donald H. Andring is one of the owners of Don's Electric, Inc. of St. Charles, Minnesota.
2. WHEREAS, Don's Electric, Inc. furnishes electrical goods and services to the Dover-Eyota Public School System.
3. WHEREAS, Donald H. Andring is a member of the school board for said school district.
4. WHEREAS, Donald H. Andring wishes to avoid any conflict of interest.

NOW THEREFORE, Donald H. Andring states and discloses as follows:

1. Donald H. Andring is an owner/employee of Don's Electric, Inc. of St. Charles, Minnesota, which furnishes electrical goods and services to the Dover-Eyota School System and Donald H. Andring is a member of the school board for said school district.
2. Don's Electric, Inc. will furnish its materials and services to Dover-Eyota School District at its regular prices that will be at a reasonable value.
3. Donald H. Andring's title is President of Don's Electric, Inc. which is the holder of legal title of Don's Electric, Inc.
4. The price offered by Don's Electric, Inc. to Dover-Eyota School Systems will not exceed that offered to Dover-Eyota School Systems by other suppliers.
5. Donald H. Andring hereby gives notice that when he moves to pay bills or votes in favor of motions to pay bills, it is his intention to abstain from voting on any statement or bill submitted by Don's Electric, Inc.
6. It is the intention of Donald H. Andring that this disclosure statement be filed with the secretary for the Dover-Eyota School Board and considered a permanent portion of the minutes so that for convenience sake, he need not point out at every meeting, on every vote regarding bills, that he is voting for the payment of bills, but abstaining on voting regarding his own bill. Instead, it is the wish of Mr. Andring that this disclosure of Mr. Andring's conflict of interest act as an automatic abstention on the vote of said Andring bills.


Donald H. Andring

DOVER-EYOTA ISD #533
Miscellaneous Payments Schedule

Attachment B

(Effective 1/15/08)

The following rates will be used for payments to individuals whose work is not covered under any existing master agreement or contract:

1. Dover-Eyota Schools will reimburse substitute teachers according to the following schedule:
 - One full day of substitute teaching (licensed teacher).....\$110.00
(Partial days will be pro-rated according to number of teaching periods.)
 - Long Term substitute teacher (defined by Principal).....placement on teacher contract schedule per individual teacher training and experience and as determined by superintendent.
2. Teamster Union substitute workers.....Step 1 rate of the position of substituting
3. Workers at athletic events:
 - Officials for "C" Games..... \$20.80 / event / evening
 - Supervisor.....\$26.00 / event / evening
 - Ticket Taker.....\$15.60 / event / evening
 - Timers & Scorers.....\$20.80 / event / evening
4. Student assistant to the custodian / approved by supt.....\$1.00 over Min. Wage + \$.50/yr. Exper.
5. Mileage at current IRS Approved Rate.....\$.505/mile
6. Per Diem Rates:
 - Breakfast.....\$8.00
 - Lunch.....\$12.00
 - Dinner.....\$16.00
 - Alternate Maximum.....\$40.00/day

Any other services performed on behalf of the district will be negotiated on an individual basis with the superintendent, and be reimbursed commensurate to the job performed and justifiable with rates listed above.