

# REGULAR BOARD MEETING MINUTES

Monday, December 10, 2007

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 9:12 PM in the Dover-Eyota Elementary Gymnasium. Board members present: Don Andring, Judy Brandt, Ed Kaehler, Dan Johnson, Gene Loftus, Ron Pagel, Gary Pedersen, Superintendent Bruce Klaehn and Student Board Member Aaron Wiederhoeft. Absent: none. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Chris Berg, Gary Betcher, Preston Euerle, Carrie Frank, Jane Johnson, John Ostrowski, Beverly Sharp and Richard Swanson.

The Pledge of Allegiance was recited.

Supt. Klaehn asked that the agenda be changed in the following manner:

- add a New Business item in the form of a request for the Close Up trip to Washington, DC
- move up New Business Item Construction Management Agreement with R.A. Morton
- move up the Page Master's Reading Club report and consider an action on the item

Chair Pagel asked that a closed session be held to discuss the Superintendent Contract.

A motion was made by Member Andring, seconded by Member Brandt 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 Kaehler, seconded by Member Johnson and carried unanimously to approve the November 19, 2007 Regular Board Meeting Minutes.

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the December 3, 2007 Truth in Taxation Meeting Minutes.

## Regular District Bills

A motion was made by Member Pedersen, seconded by Member Brandt and carried unanimously to approve the Regular District Bills totaling \$296,555.26.

## Special District Bills

A motion was made by Member Johnson, seconded by Member Pedersen and carried unanimously to approve the payment of the Special District Bills totaling \$161,252.32.

## Treasurer's Report

A motion was made by Member Johnson, seconded by Member Brandt and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,448,514.99, as well as the November electronic transfers.

## **NEW BUSINESS**

### Construction Management Agreement with R.A. Morton

Preston Euerle, Owner and President of RA Morton, explained that the proposal before the Board was an initial agreement that covered the time until a "live" project is approved. The document covered the three stages that lead up to the construction point: pre-referendum stage (the school district is not liable if referendum is not successful), pre-construction stage (getting project to the bidding part of the schedule), and the bidding phase. Mr. Euerle answered questions from the Board about the construction management process and the duties of the building project on-site manager.

A motion was made by Member Andring, seconded by Member Pedersen and carried unanimously to accept the construction management agreement with R.A. Morton.

## **REPORTS**

### **Strategic Plan Process**

Curriculum Director Jane Johnson provided the updated Strategic Plan for 2007-08 which reflected the goals and measurements approved by the Board in June. She explained that the goals and plan had been streamlined and provided a brief overview of the changes.

### **Page Master's Reading Club**

Richard Swanson, John Ostrowski and Beverly Sharp came before the Board to talk about the Page Master's Reading Club. Voluntarily led by Ms. Sharp, the club had 47 participants (9.6% of the student body) the first year and this year had 196 participants (33% of the student body). Many times, these students are not involved in any other group, program or extra-curricular activity. Mr. Swanson realized that the club could be used to reach a reading Smart Goal and felt that NWEA test scores would help track student progress. To continue momentum of this viable program, they asked the Board to consider providing an advisor stipend of \$1,270.

A motion was made by Member Kaehler and seconded by Member Johnson to approve an advisor stipend of \$1,270 for the Page Master's Reading Club. A vote on the motion carried unanimously.

Discussion included funding ideas the club would pursue including contacting businesses for rewards (i.e., food coupons) and fundraising activities that would not be costly for the parents (i.e., run concessions, get sponsorships, etc.). The School Board recognized and thanked Ms. Sharp for her work with the students.

## **CABINET COMMUNICATIONS**

**Elementary Principal** – Jeanne Svobodny had the following items to share: 1) At the last half-day inservice, the elementary staff continued their work with math including discussing the standards and what was taught at each grade level, as well as refine their processes; 2) Upcoming student holiday programs included the first and second graders performing on December 12, and the fourth and fifth grade Music Explorers and the sixth grade Music Explorers and Band performing on December 13.

**High School Principal** – Todd Rowekamp shared that the early release on November 21 had gone smoothly and thanked Mrs. Carrie Frank and the Food Service staff for compressing the lunch periods. The teaching staff had spent the afternoon working on their school-wide reading goal with two teachers presenting to their peers reading structure strategies they used in the classroom. The staff also viewed David Walsh's "Say Yes to No" campaign video and, on December 20 would discuss the first four chapters of the book. Mr. Rowekamp distributed copies of the book to the Board members and invited them to attend the discussion.

### **Customer Compliments, Concerns, Complaints**

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

## **OLD BUSINESS**

### **Revised 2007-08 Budget Approval**

Supt. Klaehn explained changes made to the budget since the Board had reviewed it November, including how the Food Service budget had been revised. He relayed that Mrs. Carrie Frank had been very helpful in the Food Service budgeting process.

Mrs. Frank relayed that she had sought reimbursement for special milk used in the LRP and Footsteps program and that school lunch participation had remained at 80%. Even though ala carte prices had increased, participation had not decreased.

Supt. Klaehn explained how Mrs. Frank had done a nice job working with the Valley View Learning Center in changing the meal arrangement with them and getting the district in compliance. Through her efforts, the VVLC would cover the cost of transporting meals to their location. It was Mrs. Frank's hope to also provide the students, with the assistance of a dietary technician, information on proper nutrition.

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the Revised 2007-2008 Budget (Attachment A).

#### Tiling Project Agreement

Supt. Klaehn advised that he had not received a tiling agreement and the item was tabled until the January meeting.

#### School Liaison Officer Action

Chair Pagel explained that the City of Eyota and Olmsted County had approved paying 50% and 25% respectively for a school liaison/city officer. The county has made a two-year commitment to the program.

A motion was made by Member Pedersen, seconded by Member Andring and carried unanimously to authorize funding the remaining 25% of the approximate \$90,000 yearly cost for a school liaison officer.

### **NEW BUSINESS**

#### Certify Final Levy for Taxes Payable in 2008

Supt. Klaehn advised that he was seeking the final approval of the levy that had been proposed in September **not** at the maximum allowed.

A motion was made by Member Johnson, seconded by Member Kaehler and carried unanimously to certify the Final Levy for Taxes Payable in 2008 (Attachment B).

#### Accept Resignation

A motion was made by Member Andring, seconded by Member Kaehler and carried unanimously to accept the resignation of DOUG YOST as Head Football Coach. The Board recognized and thanked Mr. Yost for his service to the district as a coach.

#### Consent – Approve Hires

A motion was made by Member Brandt, seconded by Member Johnson and carried unanimously to approve the following hires: PAUL PAGEL as half-time C Wrestling Coach and JANET KOBALL as 75-Day Substitute Teacher.

#### Consent – Accept Donations

A motion was made by Member Kaehler, seconded by Member Pedersen and carried unanimously to accept the following donations and direct the administration to send thank you letters: Band- \$50 from ALBERT & JOANN SORENSEN and \$1,650 from the DOVER-EYOTA MUSIC ASSOCIATION.

#### Request for Travel Outside of the District

A motion was made by Member Andring, seconded by Member Brandt and carried unanimously to approve the Close Up trip to Washington, DC, February 10-16, 2008.

### **HEARING OF REPORTS**

#### Superintendent's Report & Communication

Superintendent Klaehn shared the following items: 1) Relayed that acoustic ceiling tiles in the Dover building were letting loose and recommended and received approval for their removal during the holiday vacation by either the custodians or a contractor. He added that removal would make the area less "aesthetic" but eliminate the safety hazard; 2) The website change at semester time would include an aggressive training schedule for staff. The Rschool program, currently used for website athletic events, would be more user friendly for the staff and for the viewing public; 3) The bus drivers had expressed concerns about elementary parking lot safety and Mr. Klaehn explained how he would be monitoring the area; 4) Distributed a draft of playing time guidelines formulated by the coaches and advised that the item would be placed on the January Board agenda; 5) Discussed the Board's participation in the Minnesota School Board Association Leadership Conference and Board retreat to be held in January.

### Student Board Member Communications

Student Board Member Aaron Wiederhoeft relayed the following: 1) The Student Council would construct bins for cash register tapes and facilitate receiving funds through the Eyota Market; 2) In regard to the size of the basketball teams, advised that some athletes in his grade had decided not to participate until next year. Aaron felt that the coaches had done a good job of explaining their expectations regarding playing time and sharing of jerseys; 3) The blood drive that day had been their most successful to date.

### Board of Education Committee Reports & Communication

**Andring** – Thanked the staff for providing tours of the elementary building that evening prior to the public meeting. He added, “Tonight went well. This is the first step, a very positive one.”

**Pagel** – The Three Rivers Conference Board was planning a spring event for school board members to learn more about Response to Intervention (RTI) and its effect on special education, teachers, etc. In regard to the public meeting held that evening, Member Pagel indicated it had included some good discussion.

**Loftus** – Thanked the staff for their preparations for the public meeting. He felt it was necessary to stress to the public the need to balance the schools and to relay the number of students per grade level at the high school.

**Johnson** – Appreciated the staff preparing for the meeting with the public and relayed that he felt that a clearer message could have been relayed in several areas. Mr. Johnson also congratulated those involved in the Page Master’s Reading Club on the success of the program.

**Kaehler** – Talked about what he had learned about the education system in Germany during his recent trip including the fact that they teach English in second grade, French in fourth grade and Spanish in sixth grade. Mr. Kaehler also expressed that he was looking forward to attending more Referendum Committee meetings.

**Pedersen** – Chair Pagel and he had negotiated with Supt. Klaehn on his contract renewal. Mr. Pedersen expressed disappointment with the Ehlers representatives in their presentation at the public meeting, saying that they should have been better prepared. In regard to reductions in the basketball teams, he felt that the coaches had effectively communicated their expectations to the athletes resulting in a few realizing that they would not get playing time. Member Pedersen also talked about the need to provide an alternative activity if future cuts are made.

The Board discussed the need for additional public meetings and meetings between the superintendent and area groups to relay information and answer questions about the upcoming bond referendum.

At 11:05 PM, a motion was made by Member Andring, seconded by Member Loftus and carried unanimously to hold a closed session to discuss the superintendent’s contract. At 12:04 PM, a motion was made by Member Pedersen, seconded by Member Andring to end the closed session.

### 2008-2011 Superintendent Contract

A motion was made by Member Pedersen, seconded by Member Brandt and carried unanimously to approve the 2008-2011 Superintendent Contract.

### **ADJOURNMENT**

A motion was made by Member Andring, seconded by Member Pedersen and carried unanimously to adjourn the meeting at 12:05 PM.

Daniel A. Johnson, Clerk  
CB

# DOVER-EYOTA

Public Independent School District #533

## 2007 - 2008 REVENUE & EXPENDITURE BUDGET

REVISED

December 10, 2007

FUND	REVENUE	EXPENDITURES	NET
<b>GENERAL FUND</b>	<b>\$8,783,062</b>	<b>\$8,600,390</b>	<b>\$182,672</b>
<i>Unreserved</i>	\$8,098,471	\$7,854,844	\$243,627
<i>Health &amp; Safety</i>	\$58,627	\$63,778	(\$5,151)
<i>Oper. Capital / DM</i>	\$327,423	\$294,496	\$32,927
<i>Reserved/Desig.</i>	\$298,541	\$387,272	(\$88,731)
<b>FOOD SERVICE</b>	<b>\$533,289</b>	<b>\$555,181</b>	<b>(\$21,892)</b>
<b>COMMUNITY ED.</b>	<b>\$230,088</b>	<b>\$212,188</b>	<b>\$17,900</b>
<i>Reserved - CE</i>	\$139,531	\$135,200	\$4,331
<i>School Readiness</i>	\$44,550	\$41,879	\$2,671
<i>EC Family Ed.</i>	\$41,007	\$32,946	\$8,061
<i>Undesignated</i>	\$5,000	\$2,163	\$2,837
<b>DEBT SERVICE</b>	<b>\$1,376,021</b>	<b>\$1,364,363</b>	<b>\$11,658</b>

ED-00111-29  
 PAGE 21 OF 29  
 DATE OF RUN: 11/14/07

MINNESOTA DEPARTMENT OF EDUCATION  
 LEVY LIMITATION AND CERTIFICATION  
 2007 PAYABLE 2008

DISTRICT NO. 0533 TYPE 01 LEVY LIMITATION AND CERTIFICATION  
 DISTRICT NAME DOVER-Eyota PUBLIC SCHOOL  
 ECSU REGION 10 OLMSTED

LEVY CATEGORY	MAXIMUM LEVY BEFORE OFFSETS	OFFSET ADJUSTMENTS (B)	TACONITE ADJUSTMENTS	MAXIMUM LEVY LIMITATION	FINAL CERTIFIED LEVY
(1) GENERAL--RMV VOTER JOBZ EXEMPT	59,413.89			59,413.89	59,413.89
(2) GENERAL--RMV OTHER JOBZ EXEMPT	104,024.19			104,024.19	104,024.19
(3) GENERAL--NTC VOTER JOBZ EXEMPT					
(4) GENERAL--NTC OTHER JOBZ EXEMPT	372,963.39			372,963.39	293,037.05
(5) COMMUNITY SERV--OTHER JOBZ EXEMPT	37,964.56			37,964.56	37,964.56
(6) GEN DEBT SERV--VOTER JOBZ NONEXEMPT	1,108,585.39			1,108,585.39	1,108,585.39
(7) GEN DEBT SERV--OTHER JOBZ NONEXEMPT					
(8) TOTAL LEVY	1,682,951.42			1,682,951.42	1,603,025.08
(9) GENERAL ADJUST OFFSET CARRIED FORWARD					163,438.08
(10) DEBT SERVICE OFFSET CARRIED FORWARD					
A) TRUTH IN TAXATION CATEGORIES: VOTER APPROVED LEVIES = (1)+(3)+(6) ALL OTHER LEVIES = (2)+(4)+(5)+(7)					
B) OFFSETTING ADJUSTMENTS USED TO ENSURE THAT THE MAXIMUM LEVY LIMITATION FOR ANY IN EACH LEVY CATEGORY IS NOT LESS THAN ZERO. IF THERE IS NOT ENOUGH LEVY AUTHORITY WITHIN THE GENERAL & COMMUNITY SERVICE FUNDS, OR IN THE GENERAL DEBT SERVICE FUND, A NEGATIVE BALANCE WILL BE CARRIED FORWARD TO PAY 2009.					
C) SCHOOL DISTRICTS CERTIFYING THE MAXIMUM LEVY LIMITATION FOR THE FINAL LEVY MUST CERTIFY THE DOLLAR LIMITATION SHOWN. SCHOOL DISTRICTS MUST ADOPT THEIR FINAL LEVY ON OR BEFORE DECEMBER 27, 2007.					
D) SCHOOL DISTRICTS CERTIFYING LESS THAN THE MAXIMUM LEVY LIMITATION FOR ANY CATEGORY MUST COMPLETE THE APPROPRIATE SECTIONS OF PAGES 22 THROUGH 29 AS NEEDED TO DOCUMENT THE SPECIFIC AMOUNTS CERTIFIED FOR EACH LEVY COMPONENT.					
E) THE SCHOOL DISTRICT MUST SUBMIT THE COMPLETED ORIGINAL OF THIS FORM TO THE HOME COUNTY AUDITOR BY DECEMBER 28, 2007. A DUPLICATE COPY MUST BE SUBMITTED TO MINNESOTA DEPT OF EDUCATION, PROGRAM FINANCE DIVISION, 1500 HIGHWAY 36 WEST, ROSEVILLE, MN 55113, BY JANUARY 7, 2008.					
(11) TOTAL CERTIFIED ON REFER MARKET VALUE = (1)+(2)					163,438.08
(12) TOTAL CERTIFIED ON NET CAPACITY = (3)+(4)+(5)+(6)+(7)					1,439,587.00
(13) GRAND TOTAL CERTIFIED LEVY = (11)+(12)					1,603,025.08

THE CERTIFIED LEVY LISTED ABOVE IS THE LEVY VOTED BY THE SCHOOL BOARD FOR TAXES PAYABLE IN 2008.

SIGNATURE OF SCHOOL BOARD CLERK

*Christina Johnson*

DATE OF CERTIFICATION

December 10, 2007

