

# REGULAR BOARD MEETING MINUTES

Monday, November 19, 2007

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:05 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Judy Brandt, Dan Johnson, Gene Loftus, Ron Pagel, Gary Pedersen, Superintendent Bruce Klaehn and Student Board Member Aaron Wiederhoeft. Absent: Ed Kaehler. Also in attendance were Principal Todd Rowekamp, Principal Jeanne Svobodny, Chris Berg, Gary Betcher, Jim Dusso, Carrie Frank, Damon Hammel, Brian Harris, Jane Johnson, Chris Matejka, Jim Moran, Brad Morgan, John Ostrowski, Richard Swanson, Bob Thomas, and Darwin Vicker.

The Pledge of Allegiance was recited.

## Approve Agenda

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

## Visitors to Address the Board

Bob Thomas was assured that the community would be updated on the upcoming bond referendum. He also talked about the ethanol plant proposal and extended an invitation to a January meeting about the subject.

## Board Minutes

A motion was made by Member Brandt, seconded by Member Johnson and carried unanimously to approve the October 15, 2007 Regular Board Meeting Minutes.

A motion was made by Member Johnson, seconded by Member Loftus and carried unanimously to approve the October 22, 2007 Special Board Meeting Minutes.

A motion was made by Member Pedersen, seconded by Member Johnson and carried unanimously to approve the November 8, 2007 Special Board Meeting Minutes.

## Regular District Bills

A motion was made by Member Johnson, seconded by Member Pedersen and carried unanimously to approve the Regular District Bills totaling \$384,056.35.

## Special District Bills

A motion was made by Member Brandt, seconded by Member Johnson and carried unanimously to approve the payment of the Special District Bills totaling \$242,525.68.

## Treasurer's Report

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,763,335.21, as well as the October electronic transfers.

## **REPORTS**

### Baldrige Report Update and Strategic Plan Process Chart

Curriculum Director Jane Johnson updated the Board on the Baldrige process used to evaluate our school district. She explained that this year's goals had been condensed and the departments were defining their action plans, which would be brought to the Board in January. Mrs. Johnson then explained the Strategic Planning Schedule for 2008-2009.

### Referendum Committee Update

Supt. Klaehn advised that the Facilities Assessment Committee had evolved into the Referendum Committee. He provided a synopsis of their recent meeting and future plans to relay information about the referendum vote.

### **CABINET COMMUNICATIONS**

High School Principal – Todd Rowekamp shared the following: 1) He had been observing and evaluating new teaching staff and relayed that he had received many positive comments from other faculty members and from parents about the new staff; 2) The fall play had gone well and advertising signs for the One Act Play were now on display. Drama Director Ms. Strosahl and he would have brief meetings with individuals who had previously been involved in the program to encourage them to participate in the One Act Play and future drama presentations; 3) Mrs. Carrie (Olson) O'Neill, English Instructor and Speech Coach, was recruiting students to begin a speech team; 4) On the November 9<sup>th</sup> half day of inservice, the high school faculty had reviewed the school-wide reading goal, each department had worked on developing lessons/activities/assessments to carry out the action plans and, at the end of the day had shared their progress; 5) The English Department was working out the logistics for a Stop, Drop and Read Program for staff and students to possibly begin second semester; 6) During the November 21<sup>st</sup> early release, high school "resident experts" would share with colleagues successful reading strategies used in their classroom; 7) Eyota Market Manager Amy Renken had signed up the school district to participate in "Register Tapes for Education." The Market's patrons may designate their register tapes for the school district and food distributor Mason Brothers would provide the opportunity to purchase school equipment based on the receipts received; 8) At a Three Rivers Principal's meeting, one topic was how schools were participating in the Minnesota "Say Yes to No" campaign based on the book by Dr. David Walsh. The high school staff would do a "book read" together and invite parents to join them.

Elementary Principal – Jeanne Svobodny had the following items to share: 1) Noted that picture identification badges were now being worn by staff members; 2) At the October 25<sup>th</sup> special education parent meeting, information was presented about the special education program and services provided. It was an excellent time for parents to share their life experiences with children of special needs; 3) The first Teacher Expectation Student Achievement meeting had been held on October 30<sup>th</sup>; 4) Parents and Teachers Together had worked hard to make their fall festival on November 3<sup>rd</sup> a fun, family night; 5) Rochester actors/actresses had performed a Touch Continuum on November 6<sup>th</sup> for second and fifth grades which focused on appropriate and inappropriate touch; 6) Elementary Student Council Advisor Christine Kobs had done an excellent job organizing and recruiting parent volunteers for the end-of-the-quarter party on November 8<sup>th</sup> for fourth through sixth grade; 7) Several teaching staff had used a lot of creativity in providing special "gifts" for elementary employees during American Education Week; 9) The Eyota American Legion had made their annual flag presentation to first and sixth grade students; 10) The half-day staff development activities on November 9<sup>th</sup> found the second through sixth grade teachers looking at the new math standards, analyzing test specifications and determining where math skills were provided in the curriculum; 11) During the November 21<sup>st</sup> early release, Social Worker Tena Ripka would provide teaching staff with a workshop on mental health characteristics, advising things they should watch for and proactive strategies to use in their classrooms; 12) On November 26<sup>th</sup> and 27<sup>th</sup> the first preschool screening sessions would be held and more would be offered in February.

Activities Director – John Ostrowski had the following items to report: 1) Advised that the winter sports season would be different than in the past as the girls' basketball team had already started practice and the boys' basketball team practice would start later. The girls' team would host an early bird tournament on November 23-24 with the PACT Charter School, Leroy/Ostrander and Goodhue; 2) Eyota American Legion members had presented the "For Which It Stands" video to 6<sup>th</sup> grade and given them flags; 3) Due to recent teasing situations among the 6<sup>th</sup> grade students, he had led a discussion with them about respecting each other; 4) Relayed that the boys' soccer cooperative with Plainview would continue; 5) Brought forward a recommendation to implement a "cut" process to reduce varsity team numbers, specifically, to deal with large number of participants expected for varsity boys' basketball. Mr. Ostrowski talked about the Minnesota State High School League roster limit of 18, past DE varsity boys' team numbers, uniform and playing time

issues, and the difficulty being competitive with a large team. An extensive discussion with the Board ensued which included input from varsity coaches in attendance. Mr. Ostrowski sought support from the Board to allow the Athletic Director and the coach to determine that evaluation of skills would be required to reduce the size of a varsity team.

Member Pedersen made a motion to leave the boys' basketball team "as is" with no cuts this season and have Mr. Ostrowski bring back a recommendation to the Board in January that would include a team reduction procedure. The motion was seconded by Member Brandt. Additional discussion included the possibility of hiring a mentor to assist the varsity boys' basketball coach. A roll call vote was taken with the following voting in favor of the motion: Loftus, Pedersen, Pagel, and Brandt. Voting against the same: Johnson and Andring. The motion carried 4 to 2.

#### Customer Compliments, Concerns, Complaints

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

### **OLD BUSINESS**

#### June 30, 2007 Financial Audit

Darwin Vicker of Larson, Allen & Weishair provided a summary of the district's financial statement for the year ending June 30, 2007.

A motion was made by Member Pedersen, seconded by Member Andring and carried unanimously to accept the June 30, 2007 Financial Audit.

#### Revised 2007-08 Budget

Supt. Klaehn explained the revised 2007-08 budget. The Board discussion included the need to increase student meal prices, set aside funds to purchase new buses, allocate a budget and request a plan to replace band instruments, and establish a system of chargeable operations costs for Food Service. Supt. Klaehn would bring another revised budget back to the Board in December.

#### Construction Management Selection

A comparison of three construction management quotes was provided by Supt. Klaehn.

A motion was made by Member Pedersen, seconded by Member Andring and carried unanimously not to consider the Knutson Construction Services proposal due to the significant cost differential.

Member Andring made a motion to recommend RA Morton as the construction manager for the proposed building project. The motion was seconded by Member Johnson and carried unanimously.

### **NEW BUSINESS**

#### Consent - Resignations

A motion was made by Member Brandt, seconded by Member Johnson and carried unanimously to accept the following resignations: JEANNE NEUMANN as Cook's Helper; ERIN HUCKLEBERRY as 100-Day Substitute Teacher; and MARK YOUNG as 7<sup>th</sup> Grade Boys' Basketball Coach.

#### Consent – Approve Hires

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the following hires: BONNIE KALBUS as Long-term Substitute Teacher; ERIN HUCKLEBERRY as Long-term Substitute Teacher; KATHY SPANIOL as Cook's Helper; TERI RASHID as Cook's Helper; JOSH OLSON as 7<sup>th</sup> Grade Boys' Basketball Coach; and CHAD OHL as 9<sup>th</sup> Grade Girls' Basketball Coach.

#### Consent – Accept Donations

A motion was made by Member Brandt, seconded by Member Andring and carried unanimously to accept the following donations and direct the administration to send thank you letters: Elementary - \$14,441.95 from PATT for SmartBoards, animal studies kits, Everlast climbing wall, reading and language materials and sound system; \$971.65 in Milk Moola refunds from KWIK TRIP; Band - \$10 each from MAXINE SIMS and

O'NEILL'S PIZZA PUB; High School -- \$179.70 from TARGET Take Charge of Education and \$162.74 from KWIK TRIP; Community Education -- \$1,000 from HIAWATHA SNO-SEEKERS for youth football.

## **HEARING OF REPORTS**

### **Superintendent's Report & Communication**

Superintendent Klaehn shared the following items: 1) The liaison officer process was moving forward and the next step would be to determine at what funding level the county wished to participate. Mr. Klaehn relayed that the City of Eyota had committed to contributing 50% of the officer's salary; 2) In regard to technology, there would be a significant change in the district's web site as it moved to the RSchool program by second semester, online capabilities through SemNet would improve dramatically, and the school district's technology support would need to grow as staff increased their use of technology; 3) Sidewalk concrete work and caulking around the elementary building had been completed and was expected to alleviate some water intrusion issues.

### **Student Board Member Communications**

Student Board Member Aaron Wiederhoeft relayed that the Student Council had attended their fall conference in Owatonna and had talked with Dr. Don Johnson. The Council was starting to plan the Snoball pepfest.

### **Board of Education Committee Reports & Communication**

**Brandt** – Emphasized the donations from local groups and commended their support of the school district. Ms. Brandt indicated her desire to “some day” allow funds in the budget to purchase an electronic marquee to replace the current one at the high school.

**Andring** – Commended Bob Thomas for seeking from the Board facts about the bond referendum. Member Andring had attended the Meet & Confer with teaching staff representatives and suggested that such meetings be scheduled several times a year.

**Pagel** – The Hiawatha Valley Education District employee contract had been approved and the group was working on pre-conference items. Because a Response to Intervention process would be implemented at the state level, the HVED was working to offer an informational speaker session for fellow board members so that they would understand the concept. The Three Rivers Conference Board would be meeting that week. Mr. Pagel noted that, since the Board had approved their part in the tiling project, work had already progressed with the biggest hurdle to be overcome being the installation of tile under County Road 142.

**Loftus** – He had attended the Meet & Confer and had enjoyed the “nice conversation” with staff representatives.

**Johnson** – He had also attended the Meet & Confer session. In regard to the budget discussion about band instruments, Mr. Johnson was in favor of allocating a yearly budget for instrument maintenance and replacement. He felt that the purchase of uniforms might require a fundraiser in order to be accomplished, depending on the commitment to a marching band program. At a recent Technology Committee meeting, Loren Kiefer had demonstrated the capabilities of the RSchool program. Member Johnson thanked the administrative team for their efforts in regard to the audit. He ended his report by stating that students needed a chance to participate (not necessarily dressing and playing on the court) in order to develop their love for a sport.

## **ADJOURNMENT**

A motion was made by Member Johnson, seconded by Member Pedersen and carried unanimously to adjourn the meeting at 11:05 PM.

Daniel A. Johnson, Clerk  
CB