

# REGULAR BOARD MEETING MINUTES

Monday, June 11, 2007

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:42 PM in the Dover-Eyota High School Media Center. Board members present: Don Andring, Judy Brandt, Dan Johnson, Ed Kaehler, Gene Loftus, Ron Pagel, and Superintendent Bruce Klaehn. Absent: Gary Pedersen. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Chris Berg, Gary Betcher, James Dusso, Mike Dusso, Nancy Dusso, Gary Franzen, Jane Johnson, John Ostrowski, John Pittenger and Bradley Wick.

The Pledge of Allegiance was recited.

## Approve Agenda

Supt. Klaehn distributed a list of personnel additions and donation request to the agenda.

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 of Education.

## Business Items

A motion was made by Member Johnson, seconded by Member Kaehler and carried unanimously to approve the May 14, 2007 Regular Board Meeting Minutes and May 31, 2007 Special Board Meeting Minutes.

A motion was made by Member Brandt, seconded by Member Loftus and carried unanimously to approve the Regular District Bills totaling \$77,055.96.

With Member Andring abstaining, a motion was made by Member Loftus, seconded by Member Kaehler and carried unanimously to approve the Special District Bills totaling \$132,464.41.

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the Treasurer's Report with liquid assets totaling \$3,323,325.47, as well as the May electronic transfers.

## **CABINET COMMUNICATIONS**

Elementary Principal – Jeanne Svobodny reported the following: 1) The end of the school year included many farewell breakfasts and lunches for staff; 2) The 5th graders had met with Katie Johnson and John Ostrowski to learn more about their life at the high school next year. A letter had been sent to parents updating those who had been unable to attend the parent meeting and also to relay decisions that had been made since the meeting. The 6th graders had done a "wonderful" job of helping move desks and books to the high school. Mrs. Svobodny also thanked Al Trogstad, Dustin Pagel and Gary Franzen for their assistance; 3) Summer school would include a lot of special education students that need one-on-one assistance. Funding would come from ita and Title I grants, as well as from Targeted Services and special education monies; 4) A 4th grade and a special education teacher had been hired. Since no applicants for the Early Childhood Special Education Instructor position had correct licensure, the job would be reposted; 5) She was working on the Title I application and Special Education Continuous Improvement Monitoring Progress Report, both of which were due on June 30; 6) She and Todd would be attending a Hiawatha Valley Education District principals' session that week on data analysis, with Jane Johnson joining them for part of the training; 7) The elementary custodial staff had immediately started moving classrooms with the exodus of the sixth grade materials to the high school.

High School Principal – Todd Rowekamp shared the following: 1) The end of the year had gone very smoothly; in fact, some of the teachers had commented that it had been one of the smoothest and quietest they could remember. It had also been packed with events such as the Senior Boat Cruise, the Senior High Academic and Leadership Awards, and the Junior High Academic Awards. He extended a special thank you to Denise Stroshal for coordinating and Richard Swanson for emceeding the junior high event; 2) The senior class officers, with assistance from Pastor Mark Woodward, had done a great job organizing Baccalaureate; 3) In regard to graduation, he thanked the Board members who had attended and distributed diplomas and

indicated that he already had some ideas to improve next year's celebration; 4) At the yearend faculty meeting, the teachers had done a reflective exercise to focus on things that had gone well (i.e., adjusting to change, progress on data and curriculum work, emphasis on fitness and wellness) and things that needed improvement (i.e., communication, student discipline and respectful behavior, mentoring new teachers, and welcoming the sixth grade students and staff to the high school this fall); 5) In explaining the faculty assignments for physical education next year, Mr. Rowekamp relayed that Paula Ferrier would be in both buildings (3-4<sup>th</sup> and multi-age Physical Education as well as Adaptive Physical Education), Holly Callahan would be at the elementary (grades K-2 Physical Education), and Deb Vosler would be at the high school (Physical Education and some 8<sup>th</sup> grade Health classes). He indicated that the planning had included a lot of discussion and teamwork and that the solution would work well for both buildings; 6) High School teaching assignments were complete and he gave credit to Tom Surprenant who had spent several Saturdays working on the schedule. Room assignments had been a challenge, however, the resulting solution would make the most efficient use of space and cause as few disruptions as possible. Mr. Rowekamp thanked the teachers for being understanding and flexible during the process; 7) New hires at the high school included English and Family & Consumer Science teachers. He indicated that students would be involved in the Drama/Theatre interviews the following week and the long-term Choir substitute interviews would be held in conjunction with the elementary Vocal position, as well as additional interviews possibly being held in July.

Curriculum Director – Jane Johnson had the following items to report: 1) The MCAII testing had gone smoothly and the results would be available in July; 2) The optional Science testing this year had not gone smoothly. Jody Kath and Vicki Koehler had set up student rosters, she and Loren Kieffer had downloaded tests for the practice sites, and Kathy Smith had learned how to “purge” the test. Testing of the 8<sup>th</sup> grade students was hampered by limited Internet band width, so the 10<sup>th</sup> grade testing was cancelled. The 5<sup>th</sup> grade testing, however, went much smoother; 3) Thirty Gifted & Talented students attended the Young Authors' Conference at Winona State University. The G&T Advisory Committee asked for more enrichment opportunities for students in 2<sup>nd</sup> through 4<sup>th</sup> grades. Suggestions included a chess club, reinstating speech competition, adding debate, holding an academic fair, providing summer school opportunities and making more connections with Mayo Outreach; 4) She had attended an Annual Yearly Progress meeting at the Southeast Service Cooperative where attendees were cautioned to be proactive should their district again be listed as not reaching AYP; 5) She was looking forward to attending the Hiawatha Valley Education District principals' conference in order to improve her skills at using Data Warehouse information.

Activities Director – John Ostrowski shared the following: 1) When the soccer program began, the Board had approved three teams; however, there had only been enough interest to formulate two teams. This spring, however, 49 girls had shown an interest in playing soccer this fall. The other 7<sup>th</sup> grade teams would be maintaining their numbers (33 in football, 7 boys and girls in cross country, and 18 in volleyball) so a C soccer team would not reduce their numbers. He would obtain firm participation numbers and the recommendation to add a C team soccer would be placed on the July agenda; 2) He had been involved in the 6th grade move to the high school and indicated that they finished the move in record time; 3) He had checked on the possibility of having the Community Education calendars printed in color and found it would cost an additional \$1,000; 4) Mr. Ostrowski sought input from the Board regarding programs printed for home events and was told they would like to see the programs list accurate jersey numbers, the conference standings, special performances (i.e., Dance Team), and have the same size print for both team rosters; 5) Danceline Coach Megan Moe wished to start a junior varsity program to provide the participants more performance time and to provide a “feeder program” into the varsity team. Since there were currently enough uniforms, this would involve minimal additional expense; 6) Mr. Ostrowski shared information regarding St. Charles' wish to dissolve the track cooperative. They felt that, because of the coop, St. Charles students were choosing not to participate because it meant they would be an AA team and because of the extra practice transportation. Member Dan Johnson and Member Gene Loftus would represent Dover-Eyota at a meeting with St. Charles regarding the dissolution of the track cooperative. Any official decision would be made by the complete school board; 7) Mr. James Dusso and he had been working on obtaining a Twins' grant (matching funds up to \$6,000) to improve the baseball/softball dugouts and fields; 8) Bids had been received to install a 4' fence around the playground at the Dover building; 8) Deb Vosler had decided to step down as the Varsity Volleyball Coach and B team Coach Rich Olson would fill the opening. Mr. Olson had provided the players with information on his past experience and provided information about a summer, open gym opportunity; 9) He explained how he had handled a complaint from a parent that a baseball game was rescheduled for the same night as the Senior Boat Trip. Mr. James Dusso and Mrs. Becky Kromminga had worked on a solution so that the boys would be able to join the boat trip.

Customer Compliment, Concern, Complaints

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

**OLD BUSINESS**

Second Reading and Approval of the 2007-2008 Goals

Curriculum Director Jane Johnson reviewed the proposed 2007-2008 Goals with the Board and explained the measures that accompanied them.

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

**NEW BUSINESS**

First Reading of Revised Policies

The School Board held their first reading of the revised policies. The second reading and approval would be held at the July meeting.

Let Bids for Dairy Products, Bakery Products and Snow Removal

A motion was made by Member Andring, seconded by Member Johnson and carried unanimously to let bids for dairy products, bakery products and snow removal for the 2007-08 school year.

Let Bus Bids

A motion was made by Member Brandt and seconded by Member Kaehler to let bus bids. Supt. Klaehn indicated that he would like to explore the refurbished bus option, as well as a new bus. A vote on the motion carried unanimously.

Approve Agreement to Purchase Education Services from the Hiawatha Valley Education District

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the Agreement to Purchase Education Services from the Hiawatha Valley Education District for the 2007-08 school year.

Waterway Project Contract

Chair Pagel indicated that, when the Board approved installing tiling at the elementary, they also allotted up to \$5,000 for future installation of tile under the County 142 and/or increasing the tile size on the east side of the road. An estimate of \$7,240 to do a waterway project was being presented with the state share being 75% and the local share being 25%. The school district would still be responsible for installing tile under the road to connect to the project tile (cost could be \$2,500 or more if increased tile size was needed). Chair Pagel advised that no action was necessary that evening, however, the Board should be aware that this project would be moving forward this fall. It was determined that the Superintendent should seek quotes for tiling under the road.

Asbestos Project

Supt. Klaehn indicated that three contractors had provided asbestos tile removal quotes and that an additional \$900 to \$1,500 would be required to pay MacNeil Environmental for their work on the project.

A motion was made by Member Kaehler, seconded by Member Loftus and carried unanimously to award the bid for removal of asbestos in the high school downstairs to Mavo Systems at a cost of \$11,120.

Possible Elementary Summer Construction Items

Supt. Klaehn provided initial estimates for elementary classroom wall construction and the installation of a gymnasium curtain. It was determined that the DLR group should do more research to determine if mechanical modifications (i.e., air movement) would be required with the addition of the walls. Mrs. Svobodny indicated that the walls were needed for educational purposes, not for security reasons. The discussion included funding of the project, if it were approved.

A motion was made by Member Kaehler, seconded by Member Johnson and carried unanimously to purchase an elementary gymnasium curtain.

### Move July Board Meeting

Supt. Klaehn explained that moving the July Board meeting would allow administration time to make changes to their handbooks.

A motion was made by Member Brandt, seconded by Member Kaehler and carried unanimously to move the July Board meeting to Mon., July 16, 2007 beginning at 7:30 PM.

### Donation Request

A motion was made by Member Johnson, seconded by Member Kaehler and carried unanimously to make a 10% donation (\$2,806) to the Band for their trip to Mackinaw Island.

### Consent – Personnel

A motion was made by Member Brandt, seconded by Member Johnson and carried unanimously to grant Special Education Instructor AMANDA MECUM a leave of absence from approximately October 29, 2007 through January 2, 2008;

A motion was made by Member Kaehler and seconded by Member Loftus to approve the following new hires: SETH OVEREND, DERRICK TURNQUIST and ERIC DUBBELS as Summer Student Custodial Workers; DANIELLE FIELDS and BRITTANY NORD as Summer Student SACC Workers; BRIDGET SKRUKRUD, LOUANNE JENDERNY, DACIA ANDRIST and TRACY WILLIAMS as Summer Adult SACC Workers; JACKIE MACON, TERRY SINN, RHONDA MILLER, CHRISTINA GILL, MELANIE KEEFE, JACKIE ARENS, JANE BERNARD and RACHEL THOE as Summer School Instructional Assistants; SHERI CROWSON, PEGGY SWENSON, PENNY GARITY, MARYROSE KELLER, CHRISTINE KOBBS, AMANDA MECUM and JILL DAVIS as Summer School Instructors; CHRISTINA GILL as DCD Special Education Instructor ; JEREMY CAMPBELL as Elementary Instructor; CAROLYN OLSON as English Instructor; HOLLY CALLAHAN as half-time Elementary Physical Education Instructor; and ANGELA BARTLEWSKI as Family & Consumer Science Instructor.

Principal Todd Rowekamp relayed that Carolyn Olson recently graduated from the University of Wisconsin, LaCrosse where she was the commencement speaker. She came highly recommended by her student teaching mentor and from the college. This week, Ms. Olson and Patty Gernand were attending training on the language program, the new curriculum that would be used in the team-taught, 7-8th grade English classes.

Principal Jeanne Svobodny indicated that Christina Gill had been hired as the new Special Education DCD Instructor. A recent graduate of Winona State University, she had received a wonderful reference from the cooperating teacher when she accomplished her student teaching. Ms. Gill would be working as a summer school paraprofessional with Penny Garity in order to become acquainted with some of the students she would be teaching in the fall.

Jeremy Campbell was the long-term, fourth grade substitute for Vicki Humble and Silke Horihan. Mrs. Svobodny added that Mr. Campbell, "fit in beautifully with the 4<sup>th</sup> grade team and whole school."

To fulfill part of his administrative clock hours, Mr. James Dusso had been assigned to coordinate the hiring of a new Family & Consumer Science Instructor. He relayed that new hire Angela Bartlewski was leaving a 2/3 position in Byron. She had received a high recommendation from the Byron principal. Ms. Bartlewski had experience working with young adults in the correctional facility in Red Wing. Everyone on the interview team had felt that she was the best candidate. Mr. Dusso relayed his appreciation to Mr. Rowekamp for allowing him to coordinate the FACS hiring process.

A vote on the motion was unanimous.

A motion was made by Member Andring, seconded by Member Kaehler and carried unanimously to accept the resignation of NANCY STEWARD as Elementary Music Instructor. Chair Pagel relayed that Mrs. Steward was a Dover-Eyota graduate and commended her for 30 years of service. Member Andring added that it was "phenomenal" for an individual to teach in the same school district for 30 years.

A motion was made by Member Brandt, seconded by Member Loftus and carried unanimously to accept the resignations of BRAD BIERBAUM as Bus Driver and HEATHER HOFFMAN as Instructional Assistant.

### Consent – Accept Donations

A motion was made by Member Kaehler, seconded by Member Brandt and carried unanimously to approve the following donations and direct the administration to send thank you letters: 1) Elementary - \$637.70 from BOX TOPS FOR EDUCATION; \$160 from the EYOTA AMERICAN LEGION for the School Patrol; 2) Band Trip - \$25 from MICHAEL & SUSAN MUNROE, \$20 from JEFFREY VERT and \$75 from RENEE HORN; 3) Band - \$500 from the DOVER-EYOTA MUSIC ASSOCIATION for tubas.

## **HEARING OF REPORTS**

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

Superintendent Klaehn shared the following items: 1) Provided a document showing the impact of the recent legislative session which included an additional \$100,000 during 2007-08 in Enrollment Options Aid. The total funding increase for 2007-2008 would be \$398,825 and an additional \$100,875 in funding would be received in 2008-2009; 2) Member Kaehler and Member Pagel would represent the Board at the Gopher Count Parade on Thursday, June 22. He also reminded them of the Eyota Days Parade on Saturday, July 21; 3) The Superintendent and Board Member Andring would attend a meeting in July to discuss the possibility of the cities of Eyota and Dover sharing the cost of \$85,000 with the school district for full-time law enforcement. The school district would gain a school liaison officer; 4) Commended Jeanne Svobodny, Todd Rowekamp, Tom Surprenant and the Physical Education staff for working out the physical education assignments.

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

**Brandt** – Commended and thanked Nancy Steward for her years of service to Dover-Eyota Schools. Ms. Brandt relayed that the Negotiations Team would be meeting at 5:00 AM on Wed., June 13.

**Andring** – He had been unable to attend a Safety Committee meeting and would be attending a Southeast Service Cooperative Governance meeting. Complimented Nancy Steward on her 30 years of service and Jim Hahler on his retirement and added, “We are losing a couple of fantastic teachers.” Mr. Andring also congratulated Jeanne Svobodny and Jane Johnson for 5 years of service, and Al Trogstad for 34 years of service. He ended his report by saying that the Breakfast Recognition meal had been “fantastic” and congratulated Carrie Frank and her staff.

**Johnson** – He would be unable to attend the Facilities Assessment meeting. In regard to the need for a C soccer team, he said, “I am pleased that we have students who want to participate at that level.” He complimented the physical education staff for their efforts in developing a plan. Talking about the recent problems with the online Science testing, he expressed concern that the bandwidth was insufficient and said, “This is a really good reason why we have to be ahead of the curve” in regard to technology. Mr. Johnson also congratulated Nancy Steward and Jim Hahler on their retirement.

**Loftus** – Thanked and congratulated Nancy Steward and Jim Hahler. He also indicated that he had enjoyed being in the audience, rather than up on stage, at graduation this year. “It was well run, smooth, flowed well and impressive. Congratulations to the graduates,” he added.

**Kaehler** – Congratulated Mrs. Steward and Mr. Hahler on their retirement. The Facilities Assessment Committee would meet the following evening and arrive at a tentative proposal to alleviate elementary space concerns.

**Pagel** – Congratulated Nancy Steward, Jim Hahler and Lonnie Yust for their years of service to the school district. Relayed that the Hiawatha Valley Education District had hired a “top of his class” data person to replace Jim Appleton. It was his hope that, after the meeting Tuesday night, the Facilities Assessment Committee would bring a proposal back to the Board. He had enjoyed serving ice cream to the elementary students and said it was “rejuvenating” to observe them. Chair Pagel was advised that staff openings included an Early Childhood Special Education Instructor, an elementary Vocal Music Instructor, a long-term substitute high school Vocal Music Instructor, a long-term substitute Special Education Instructor and instructional assistants at both buildings.

## **ADJOURNMENT**

A motion was made by Member Andring, seconded by Member Kaehler and carried unanimously to adjourn the meeting at 10:09 PM.

Daniel A. Johnson, Clerk  
CB

## Dover-Eyota Public Schools 2007-2008 Aims and Goals

<p><b>AIM 1: High Student Achievement</b></p>	<ol style="list-style-type: none"> <li>1. Students will meet or exceed proficiency levels in reading, writing, mathematics and science.</li> <li>2. Students will be challenged academically to prepare them to pursue their future goals.</li> </ol>
<p><b>AIM 2: Safe and Welcoming Environment</b></p>	<ol style="list-style-type: none"> <li>3. Students will demonstrate respectful and appropriate behavior toward other students, staff and adults in the school community.</li> <li>4. Parents and community members will be valued and active educational partners.</li> </ol>
<p><b>AIM 3: Efficient and Effective Operations</b></p>	<ol style="list-style-type: none"> <li>5. The district will ensure the effective use of technology as a teaching, learning, and communication tool.</li> <li>6. The district will integrate the continuous improvement philosophy and process throughout the system.</li> <li>7. The district will maintain a well-trained and highly-qualified workforce.</li> <li>8. The district will effectively use its financial resources to maximize opportunities for students.</li> </ol>