

# **REGULAR BOARD MEETING MINUTES**

Monday, February 12, 2007

Chair Pagel called the regular meeting of the Dover-Eyota Board of Education, District #533, to order at 7:07 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, and Superintendent Bruce Klaehn. Absent: none. Also in attendance were Principal Jeanne Svobodny, Principal Todd Rowekamp, Chris Berg, Jane Johnson and John Ostrowski.

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.

## Special Presentations

Bruce Klaehn presented certificates to each member in honor of School Board Appreciation Week and also presented Gary Pedersen with a plaque for his service as Board Chair for 2005 and 2006.

## Visitors to Address the Board

There were no visitors wishing to address the Board.

## Approval of Board Meeting Minutes

A motion was made by Member Andring, seconded by Member Loftus and carried unanimously to approve the following: 1) Board minutes -- January 8, 2007 Organizational; January 8, 2007 Regular; and February 5, 2007 Special; 2) Treasurer's Report with liquid assets totaling \$2,374,236.15 and January electronic transfers.

## Approve Payment of Regular District Bills

With Member Andring abstaining, a motion was made by Member Pedersen, seconded by Member Brandt and carried unanimously to approve payment of regular district bills totaling \$124,674.97.

## Approve Payment of Special District Bills

With Members Brandt and Pedersen abstaining, a motion was made by Member Johnson, seconded by Member Kaehler and carried unanimously to pay the special bills totaling \$157,780.12.

## **CABINET COMMUNICATIONS**

High School Principal – High School Principal Todd Rowekamp shared the following: 1) Activities during the January 26 inservice day included a breakfast activity for all staff to become better acquainted, encouragement and a reminder to “take the high road” by Supt. Klaehn, demonstration of the Data Warehouse program and an opportunity to work with the data, and a mock entry by the Olmsted County Sheriff's Department. Even though an expected exercise, the mock entry was still intense and harrowing to observers and led to a good discussion between officers and teachers; 2) The Dance Line and Senior High Math League had both qualified for state competition and he congratulated the students and coaches on the accomplishment; 3) Snoball Week had gone smoothly and all events had been positive; 4) A new resource being provided to the community and parents was low-cost, drug/alcohol, home test kits. Discussion among the Board ensued regarding the use of such kits; 4) The daily announcements could now be found on the high school web page and included important information such as college visits and testing dates.

Elementary Principal – Elementary Principal Jeanne Svobodny reported the following: 1) The January 16-17 preschool screening in Dover had gone well; 2) The Elementary Student Council had sponsored a Rockin' Recess day for the students and was again holding their Pennies for Patients event where students competed in collecting coins for leukemia research. The first week they collected \$950; 3) The Spelling Bee for 5<sup>th</sup> to 8<sup>th</sup> grade resulted in a first place for Angel Ramirez, a second place for Adam Borst and a third place for Ben Hintz; 4) The 6<sup>th</sup> Grade Academic Triathlon team had placed first at Lewiston and the 6<sup>th</sup> Grade Math Wizards team took first place on January 30; 5) Northwest Evaluation Assessments were given last week to at-risk

students who had been referred by teachers to see if they were making progress; 6) The 6<sup>th</sup> grade ski trip had been postponed to Feb. 20 due to frigid weather; 7) Officer Todd Peterson had begun DARE training; 8) She had attended a principals' conference in the Twin Cities where several small-group sessions on leadership and data management had been offered and Commissioner Alice Seagren had been one of the speakers; 9) The January 26 inservice day had been successful and all of the teachers had learned to access current and past student data from the Data Warehouse program. The day had included a "powerful" lock down and teacher evaluations of the event had been very positive. She and Principal Rowekamp would meet with an Olmsted County Sheriff's Department officer for debriefing and determining how to be better prepared. The inservice day had also included an excellent awareness session to their colleagues by four teachers who had received SmartBoard training this summer. Technology Director Loren Kiefer had presented software programs to the staff; 10) She was busy planning for the upcoming school year.

Supt. Klaehn talked about rethinking the fire alarm policy. Currently, individuals are instructed to exit the building when the alarm sounds. This could be a problem in a lock down situation. He talked about researching the possibility of a safer exiting policy.

#### Customer Compliment, Concern, Complaints

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

### **REPORTS**

#### Update on the 2006-2007 Action Plans

Principal Jeanne Svobodny and Principal Todd Rowekamp provided an update on their 2006-2007 Action Plans.

#### Review of February 8, 2007 Public Meeting

Supt. Klaehn received feedback from the Board regarding the February 8 Public meeting in order to relay that information to the Facilities Committee. He explained preliminary debt service information received from Ehlers & Associates.

#### Possible Sixth Grade Relocation to the High School

Supt. Klaehn provided an updated draft plan for relocation of the sixth grade into the high school building and explained that the budget impact of this move would need to be further studied. Increased staffing for 2007-2008 would include an additional high school teacher due to a larger incoming seventh grade class than the outgoing senior class, an additional teacher for a fifth section of first grade and an additional one to two staff members to accommodate sixth graders at the high school. Supt. Klaehn would bring two preliminary budgets to the March meeting -- one to include the sixth grade move and one without the sixth grade move to the high school.

### **NEW BUSINESS**

#### First Reading of the Proposed 2007-2008 and 2008-2009 Calendars

Supt. Klaehn reviewed the 2007-2008 calendar and 2008-2009 Calendars with the Board. The second reading and possible approval would be held at the March 12 meeting.

#### Consent – Approve New Hires

A motion was made by Member Brandt, seconded by Member Johnson and carried unanimously to approve hiring the following individuals: 1) KIMM OLSON as Instructional Assistant; 2) MANDELL COULSON as part-time Custodian; 3) RACHEL THOE as Long-term Substitute Instructional Assistant; 4) TERRY SINN as Special Education Instructional Assistant; 5) JOHN WILLIAMS as C Baseball Coach; 6) KONI GRIMSRUD as part-time Speech Therapist; 7) ELIZABETH DAVY as Cook's Helper.

#### Accept Donation

A motion was made by Member Pedersen, seconded by Member Johnson and carried unanimously to accept the \$700 donation to Close Up from the DOVER FIRE DEPARTMENT and direct the administration to send a thank you letter.

### **HEARING OF REPORTS**

#### Superintendent's Report & Communication

Supt. Klaehn shared the following items: 1) The Board discussed the flute lessons to be provided by Grace Conklin, a Winona State University student, for an \$18 per day stipend plus mileage. Supt. Klaehn assured

the Board that a background check would be done and this individual would be brought back as a new hire in March; 2) The Student Achievement Committee had been renamed the Assessment Committee and the Awards & Scholarship Committee was now known as the Dollars for Scholars Committee; 3) Member Andring and he had attended a flu pandemic meeting and found that it would be impossible to have a coverall plan in place because of the lack of details of how the event might unfold; 4) He had been asked to become a Board of Director for the Minnesota Association of School Administrators and, if accepted, would remove himself as a member of the Rochester Area Math Science Partnership Board; 5) Member Pedersen and he had attended a negotiations workshop that provided good refreshers and had advised them that calculations would be reported differently in order to align with business negotiations; 6) Member Andring and he had attended a legislative breakfast where the main discussion centered around general education funding, all-day-every-day kindergarten, and tax relief; 7) He had attended a New Officers Workshop with Member Pagel and Member Andring and much of the conversation had been about the open meeting law. He would be working on procedures to address the use of Internet and email for conversational purposes between the Board and the superintendent; 8) Talked about the need to upgrade staff computers and the proposal to apply the cost of a desktop (approximately \$700) toward a laptop (approximately \$1,200). The staff member would pay the difference and, after 3 to 5 years, the laptop would become their property. This would encourage staff members to use the technology as they worked at home. Chair Pagel advised that the Hiawatha Valley Education District had grants available to teachers for laptop purchases; 9) Received consensus that the Board meetings would continue to begin at 7:00 PM until further notice; 10) The Board would meet with the high school Student Council on Monday, March 12 at 6:00 PM; 11) In regard to the Dance Line going to state competition, he relayed that a pep fest would be held, that a coach bus had been ordered for the team, that a fan bus would be offered if there was enough participation, and a reception for the team would be held at 2:00 PM on Sunday, February 18.

#### Board of Education Committee Reports & Communication

**Brandt** – Relayed that parents had expressed concern that the names of the Dance Line participants were never listed on the programs when they perform at home games. Also, it had been relayed that the Dance Line's recent, at-home competition should have been listed on the outdoor sign.

**Johnson** – Extended his congratulations to the Dance Line. Relayed that he had watched an Iowa dance competition on television, felt that the quality was "pretty amazing," and that we could be proud of our team as "our girls are just as good."

**Loftus** – Congratulated the Senior High Math League team and Dance Line on their advancement to state competition and to all of the programs going on at the elementary. Talked about the challenging yet fun time he had while working a concession stand for Dollars for Scholars.

**Pedersen** – Congratulated the Dance and Math League teams and said, "I'm proud the Dance Line made it to state as they worked hard for a lot of years and made good progress." Relayed that he had attended a negotiations seminar and that the Calendar Committee was trying different concepts in developing the school calendar. In regard to comments at Snoball Coronation regarding the temperature of the high school building, he noted that, as thermostats were turned down to save energy, students had been asked to dress accordingly. Some parents agreed that the students hadn't responded accordingly.

**Pagel** – For the first time, every district had been represented at the Hiawatha Valley Education District reorganizational meeting. The Three Rivers Conference Board had received health reports on concession stands in regard to food that should be served and staff that should be available during the events. His wife, a teacher at an area school, noted that cell phone calls that students receive during school time are quite often calls from parents checking up on them.

#### ADJOURNMENT

A motion was made by Member Pedersen, seconded by Member Kaehler and carried unanimously to adjourn the meeting at 10:31 PM.

Daniel A. Johnson, Clerk  
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