



# South Washington County Schools

Keith Jacobus, Ph.D., Superintendent

## District Service Center

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### ADMINISTRATIVE REPORT

TO: Members of the School Board  
Keith Jacobus, Ph.D., Superintendent of Schools

FROM: Dayna Pottratz, Executive Assistant to the Superintendent

DATE: February 12, 2019

TOPIC/PURPOSE OF REPORT: Approval of the January 17, 2019 School Board Minutes

REFERENCE TO POLICY/STRATEGIC PLAN: Policy 204, School Board Meeting Minutes

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: February 21, 2019

### REPORT

District 833  
School Board Regular Meeting  
Unofficial Clerk's Summary  
January 17, 2019

- 1.0 Call to Order; Pursuant to due call and notice thereof, a meeting of the School Board of Independent School District 833, South Washington County, was held on Thursday, January 17, 2019. The meeting was called to order by Chair Tracy Brunnette, at 6:30pm at the District Service Center, located at 7362 East Point Douglas Road South, Cottage Grove, Minnesota. School Board Members present were: Tracy Brunnette, Pat Driscoll, Heather Hirsch Ron Kath, Katie Schwartz, Sharon Van Leer and Michelle Witte. Superintendent Keith Jacobus was absent; Assistant Superintendent Julie Nielsen was present. Student Board Representative Hannah Poor (ERHS-arrived at 6:33), and Lindsey Strom (PHS) were present.
- 2.0 Pledge of Allegiance
- 3.0 Approval of Agenda: It was moved by Sharon Van Leer to approve an amended agenda, adding 10.2, Approval of Wages and benefits for Maintenance Employees. Seconded by Heather Hirsch. All in favor, none opposed, motion carried.
- 4.0 District Highlights:  
Newport Elementary School, Beating the Odds, introduced by Kristine Schaefer, Assistant Superintendent.
- 5.0 Public Comment: The following people addressed the board:
  - Kathleen Gora of Cottage Grove regarding racial definitions in the student data base
- 6.0 Consent Items: It was moved by Pat Driscoll to approve the consent agenda, seconded by Sharon Van Leer. All in favor, none opposed, motion carried.
  - 6.1 Approval of Retirements, Resignations and Terminations
  - 6.2 Approval of Leaves of Absence
  - 6.3 Approval of New Employees/Change of Status
  - 6.4 Approval of Grants and Awards
  - 6.5 Approval of Electronic Fund Transfers
  - 6.6 Approval of Resolution to Accept Gifts
  - 6.7 Approval of December 13, 2018 School Board Meeting Minutes

- 6.8 Approval of January 3, 2019 School Board Meeting Minutes
  - 6.9 Approval of Miscellaneous Wage Sheet
  - 6.10 Approval of July Cash Disbursements
  - 6.11 Approval of August Cash Disbursements
  - 6.12 Approval of September Cash Disbursements
  - 6.13 Approval of October Cash Disbursements
  - 6.14 Approval of November Cash Disbursements
  - 6.15 Approval of December Cash Disbursements
  - 6.16 Approval of Extended Field Trips
  - 6.17 Approval of bid for CES & HES Window and Door replacement
- 7.0 Workshop Items: Agenda item scheduled for the February 7, 2019 meeting
- 8.0 Information Items:
- 8.1 Strategic Plan Update introduced by Julie Nielsen, Assistant Superintendent. Staff reviewed the 3 areas of the Strategic Plan, Personalization and Culture and Climate for Staff and Students. They provided updates on the current work with this year's priority statements.
  - 8.2 Financial Update, presented by Dan Pyan, Director of Finance. Mr. Pyan provided an overview of referendum money and where it's being spent, as well as projections.
- 9.0 Discussion Items: None.
- 10.0 Action Items:
- 10.1 Math Resource, Grades 3-5, presented by Kelly Jansen, Director of Teaching and Learning Services. It was moved by Pat Driscoll, seconded by Katie Schwartz to approve the curriculum. All in favor, none opposed, motion carried.
  - 10.2 (added at the beginning of the meeting) Approval of Wages and Benefits for Maintenance Employees, presented by Kevin Witherspoon, Director of Human Resources. It was moved by Sharon Van Leer, seconded by Katie Schwartz to approve the agreement. All in favor, none opposed, motion carried.
- 11.0 Reports and Comments:
- 11.1 Superintendent's Report: Assistant Superintendent Julie Nielsen reported on Teaching and Learning.
  - 11.2 Student Board Reports: Hannah Poor (ERHS) reported they are working on registration for next year. They are hosting a Super Saturday on 1/26 for students and parents to learn about post secondary options. They have a new cultural liaison and the tri am music recital competition was earlier that day. The student council started a "Pennies for Patients" drive. Lindsey Strom (PHS) reported they had a good turnout for their Wolfpack welcome. They have registration for 9-11<sup>th</sup> grades wrapping up on 1/18. They started a student tutoring program. She reported on the upcoming SEC Music Festival on February 4<sup>th</sup>. The same week they have their annual snow week with their semi-formal dance on February 9<sup>th</sup>.
- 12.0 Future Meeting Dates:
- 12.1 February 7, 2019 – School Board Meeting (DSC/6:30 p.m.)
  - 12.2 February 21, 2019 – School Board Meeting (DSC/6:30 p.m.)
- 13.0 Adjournment: The meeting adjourned at 7:49pm.