



South Washington County Schools

Keith Jacobus, Ph.D., Superintendent

District Service Center

7362 E. Point Douglas Rd. S.

Cottage Grove, MN 55016

Phone: 651-425-6300 Fax: 651-425-6318

ADMINISTRATIVE REPORT

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

FROM: Dayna Pottratz, Executive Assistant to the Superintendent

DATE: April 14, 2020

TOPIC/PURPOSE OF REPORT: Approval of the April 23, 2020 School Board Minutes

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

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: May 21, 2020

REPORT

District 833
School Board Regular Meeting
Unofficial Clerk's Summary

April 23, 2020

- 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, April 23, 2020. The meeting was called to order by Chair Tracy Brunnette, at 6:30pm. This meeting was held virtually due to the current health pandemic of COVID-19 and pursuant to Minnesota Statute 13D.021. School Board Members present were: Tracy Brunnette, Melinda Dols, Pat Driscoll, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer. Student Board Representative, Maya Mehra (WHS), Hannah Poor (ERHS) and Emily Thompson (PHS) were present. Superintendent Keith Jacobus was present.
- 2.0 Pledge of Allegiance
- 3.0 Approval of Agenda: It was moved by Sharon Van Leer, seconded by Melinda Dols to approve the amended agenda, adding 10.3 Approval of Wages and Benefits for the Association of Bus Drivers / Bus Assistants and 10.4 Approval of Resolution for Layoff of School District Staff due to COVID-19 pandemic A roll call vote was taken, Tracy Brunnette, Melinda Dols, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer in favor, Pat Driscoll abstained, none opposed, motion carried.
- 4.0 District Highlights: Agenda item scheduled for the May 21, 2020 meeting.
- 5.0 Public Comment: No public comment was submitted.
- 6.0 Consent Items: It was moved by Louise Hinz, seconded by Simi Patnaik to approve the consent agenda items. A roll call vote was taken, 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 Electronic Fund Transfers
- 6.5 Approval of Resolution to Accept Gifts
- 6.6 Approval of March 26, 2020 School Board Meeting Minutes
- 6.7 Approval of April 9, 2020 School Board Meeting Minutes
- 6.8 Approval of Grant Awards
- 6.9 Approval of Contract with NE Metro 916
- 6.10 Approval of Easement with the City of Woodbury
- 6.11 Approval of Special Education Bus Lease
- 6.12 Approval of 77 Passenger Bus Lease

- 7.0 Workshop Items: Agenda item scheduled for the May 7, 2020 meeting.

- 8.0 Information Items:
 - 8.1 Parent and Student Distance Learning Survey, presented by Kelly Jansen, Director of Teaching and Learning and John Lindner, Director of Program Evaluation, Research and Assessment. Mr. Lindner reviewed the survey results from students and families. They shared a plan for continued surveys to staff, students and families.

 - 8.2 Long-Range Facilities Planning Update, presented by Dan Pyan, Director of Finance and Operations. He shared they are placing the planning on hold due to COVID-19 and due to the impact to the economy. That impact may affect new homes and projections.

- 9.0 Discussion Items: None.

- 10.0 Action Items:
 - 10.1 Approval of Sale of GO Facility Maintenance Bonds, Series 2020A, presented by Dan Pyan, Director of Finance and Operations and Jodie Zespaugh, Ehlers Senior Municipal Advisor. It was moved by Pat Driscoll, seconded by Simi Patnaik to approve the sale. A roll call vote was taken. All in favor, none opposed, motion carried.

 - 10.2 Approval of FY 2020-2021 Long Term Facilities Maintenance, Debt Service Fund & Trust Fund Budgets, presented by Dan Pyan, Director of Finance and Operations. It was moved by Simi Patnaik, seconded by Melinda Dols to approve the budgets. A roll call vote was taken. All in favor, none opposed, motion carried.

 - Added at the beginning of the meeting, 10.3 Approval of Wages and Benefits for the Association of Bus Drivers / Bus Assistants, presented by Kevin Witherspoon, Director of Human Resources. It was moved by Sharon Van Leer, seconded by Katie Schwartz to approve the agreement. A roll call vote was taken. Tracy Brunnette, Melinda Dols, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer voted in favor, Pat Driscoll abstained, none opposed, motion carried.

 - Added at the beginning of the meeting, 10.4 Approval of Resolution for Layoff of School District Staff due to COVID-19 pandemic, presented by Kevin Witherspoon, Director of Human Resources. It was moved by Melinda Dols, seconded by Sharon Van Leer to approve the layoffs. A roll call vote was taken. All in favor, none opposed, motion carried.

- 11.0 Reports and Comments:
 - 11.1 Superintendent's Report: Dr. Jacobus reported on COVID-19 and the announcement that school will not resume for the 2019-20 school year. He recognized 3M for their large donation to the district to assist in distance learning. He also had Kelly Jansen share information on Distance Learning.

 - 11.2 Student School Board Representatives Reports: None.

- 12.0 Future Meeting Dates:
 - 12.1 May 7, 2020 – School Board Meeting (DSC/6:30 p.m.)
 - 12.2 May 21, 2020 – School Board Meeting (DSC/6:30 p.m.)

- 13.0 Adjournment: The meeting adjourned at 7:55 pm.