



# 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: May 17, 2018

TOPIC/PURPOSE OF REPORT: Approval of the April 26, 2018 School Board Minutes

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

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: May 24, 2018

### REPORT

District 833  
School Board Regular Meeting  
Unofficial Clerk's Summary

April 26, 2018

- 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 26, 2018. 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, Heather Hirsch, Ron Kath, Katie Schwartz, Sharon Van Leer & Michelle Witte. Pat Driscoll was absent. Superintendent Keith Jacobus was present. Student representatives were absent.
- 2.0 Pledge of Allegiance
- 3.0 Approval of Agenda: Chair Brunnette noted the need to add 10.6 Approval of termination of probationary teaching contracts. It was moved by Sharon Van Leer and seconded by Kate Schwartz to approve the agenda. All in favor, none opposed. Motion passed.
- 4.0 District Highlights:
  - National Merit Scholarships & Presidential Scholars
    - Ginger Garski, Park High School Principal
    - Sarah Sorenson Wagner, Woodbury High School Principal
    - Jim Smokrovich, East Ridge High School Principal
  - District Culture and Climate Ambassadors
    - Kevin Witherspoon, Director of Human Resources
- 5.0 Public Comment: The following individuals addressed the board:
  - Robert Dzvonic regarding the marine corps access to students for recruitment.
- 6.0 Consent Items: It was moved by Katie Schwartz and seconded by Sharon Van Leer to approve the consent agenda. All in favor, none opposed, motion passed.

- 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 Extended Field Trips
- 6.5 Approval of Electronic Fund Transfers
- 6.6 Approval of Resolution to Accept Gifts
- 6.7 Approval of March 15, 2018 School Board Meeting Minutes
- 6.8 Approval of April 12, 2018 School Board Meeting Minutes
- 6.9 Approval of February Cash Disbursements
- 6.10 Approval of Lease Purchase Financing for School Buses
- 6.11 Approval of March Cash Disbursements
- 6.12 Approval of bid for parking lot reconstruction at HES and PES
- 6.13 Approval of bid for parking lot reconstruction at LMS
- 6.14 Approval of bid for NFSI Bid Pack #2

7.0 Workshop Items: Agenda item scheduled for the May 10, 2018 meeting

8.0 Information Items:

8.1 Early Childhood, presented by Michelle Barries, Director of Special Services and Bob Lawrence, Director of Community Education. Several staff highlighted the programs and services offered.

9.0 Discussion Items: None.

10.0 Action Items:

10.1 Approval of the 2019-20 Calendar, presented by Keith Jacobus, Superintendent. It was motioned by Ron Kath, seconded by Sharon Van Leer to approve the 2019-20 calendar. All in favor, none opposed, motion carried.

10.2 Approval of Policy 903.5, presented by Kevin Witherspoon, Director of Human Resources. It was motioned by Sharon Van Leer, seconded by Katie Schwartz to approve the revisions to Policy 903.5. All in favor, none opposed, motion carried.

10.3 Approval of 2018-19 LTFM, Debt Service, Operating Capital and Trust Fund Budget, presented by Dan Pyan, Director of Finance. It was motioned by Katie Schwartz, seconded by Ron Kath to approve the 2018-19 Budgets. All in favor, none opposed, motion carried.

10.4 Approval of 2017-18 Revised Budget, presented by Dan Pyan, Director of Finance. He reviewed the current numbers and projections. It was motioned by Ron Kath, seconded by Sharon Van Leer to approve the 2017-18 Revised Budget. All in favor, none opposed, motion carried.

10.5 Approval of Resolution of Facility Maintenance Bond Sale, presented by Dan Pyan, Director of Finance and Joel Sutter from Ehlers. It was moved by Katie Schwartz, seconded by Ron Kath to approve the sale. A roll call vote was taken, Tracy Brunnette, Heather Hirsch, Ron Kath, Katie Schwartz, Sharon Van Leer and Michelle Witte voted in favor. Pat Driscoll was absent. None opposed. Motion carried.

At the beginning of the meeting the board amended the agenda to add:

10.6 Approval of Termination of Probationary Teaching Contracts, presented by Kevin Witherspoon, Director of Human Resources. Mr. Witherspoon explained there were two typos in the previous resolution passed on April 12, 2018. It was motioned by Sharon Van Leer, seconded Ron Kath to pass the updated resolution. Tracy Brunnette, Heather Hirsch, Ron Kath, Katie Schwartz, Sharon Van Leer & Michelle Witte voted in favor, Pat Driscoll was absent, none opposed, resolution passed.

Following the closed session 10.7 and 10.8 were added to the agenda.

10.7 Approval of Association of School Bus Drivers of ISD 833, presented by Kevin Witherspoon, Director of Human Resources. It was motioned by Sharon Van Leer, seconded by Heather Hirsch to approve the agreement. All in favor, none opposed, motion passed.

10.8 Approval of Principal Agreement, presented by Kevin Witherspoon, Director of Human Resources. It was motioned by Michelle Witte, seconded by Katie Schwartz to approve the agreement. All in favor, none opposed, motion passed.

11.0 Reports and Comments:

11.1 Superintendent's Report: He reported on the Community expos the district participated in and the conversations Keith is having with various employee groups.

11.2 Student School Board Member Reports

Julia Travis, ERHS – was absent, but sent the following updates: Several ERHS students received state recognition in several categories at the Minnesota BPA State Leadership Conference in Minneapolis. They will be attending the Annual

National Leadership Conference in Dallas, Texas, in May. Spring sports are finally able to practice outside and the seasons are now in full swing. The juniors took the ACT on Tuesday. Prom is this weekend. This week was prom “spirit week”.

12.0 Future Meeting Dates:

12.1 May 10, 2018 – School Board Meeting (DSC/6:30 p.m.)

12.2 May 24, 2018 – School Board Meeting (DSC/6:30 p.m.)

13.0 Closed Session:

13.1 Pursuant to MN Statute 13D.03 for labor negotiations. It was moved by Sharon Van Leer to moved to closed session at 8:25pm. Seconded by Ron Kath. All in favor, none opposed. Motion carried.

The Board returned from closed session at 9:11pm. It was motioned by Sharon Van Leer, seconded by Katie Schwartz to re-convene the meeting. All in favor, none opposed.

It was motioned by Sharon Van Leer to amend the agenda, adding 10.7 Approval of Association of School Bus Drivers of ISD 833 and 10.8 Approval of Principal Agreement. Seconded by Katie Schwartz. All in favor, motion carried.

14.0 Adjournment: The meeting adjourned at 9:18pm.