



# 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: August 16, 2018

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

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

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: August 23, 2018

### REPORT

District 833  
School Board Regular Meeting  
Unofficial Clerk's Summary

July 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, July 26, 2018. The meeting was called to order by Chair Tracy Brunnette, at 6:32pm at the District Service Center, located at 7362 East Point Douglas Road South, Cottage Grove, Minnesota. School Board Members present were: Tracy Brunnette, Ron Kath, Katie Schwartz, Sharon Van Leer and Michelle Witte. Pat Driscoll and Heather Hirsch, were absent. Superintendent Keith Jacobus was present.
- 2.0 Pledge of Allegiance
- 3.0 Approval of Agenda: It was moved by Sharon Van Leer to approve the agenda. Seconded by Katie Schwartz. All in favor, none opposed, motion carried.
- 4.0 District Highlights:
  - 4.1 Introduction of new Director of Teaching and Learning Services, Kelly Jansen.
- 5.0 Public Comment:
  - Tanisha Kelly, expressed concerns regarding a policy
- 6.0 Consent Items: It was moved by Sharon Van Leer and seconded by Ron Kath 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 Cash Disbursements for May
  - 6.5 Approval of Electronic Fund Transfers
  - 6.6 Approval of Resolution to Accept Gifts
  - 6.7 Approval of June 21, 2018 School Board Meeting Minutes
  - 6.8 Approval of Cash Disbursements for June

- 6.9 Approval of student teaching agreement with South Dakota State University
- 6.10 Approval of contract with Meridian Consulting Group LLC
- 6.11 Approval of July 12, 2018 School Board Retreat Minutes
- 7.0 Workshop Items: Agenda item scheduled for the August 9, 2018 meeting
- 8.0 Information Items:
  - 8.1 2017-18 District Leadership Highlights, introduced by Keith Jacobus, Superintendent. Administration shared district wide highlights from each department for the 2017-18 school year.
- 9.0 Discussion Items:
  - 9.1 Renaming of current OMS Pool, Mike Vogel, Interim Director of Construction Management shared the suggested name of South Washington County Schools Community Pool. This item will return for approval at the August 9, 2018 meeting.
- 10.0 Action Items:
  - 10.1 Approval of Policy 516, presented by Kevin Witherspoon, Director of Human Resources. It was moved by Michelle Witte, seconded by Sharon Van Leer to approve the policy. All in favor, none opposed, motion carried.
  - 10.2 Approval of Long Term Facilities Maintenance Plan, presented by Dan Pyan, Director of Finance. It was moved by Katie Schwartz, seconded by Sharon Van Leer to approve the plan. All in favor, none opposed, motion carried.
  - 10.3 Approval of 2018-19 MSHSL Membership, presented by Mike Johnson, Assistant Superintendent. It was moved by Sharon Van Leer, seconded by Katie Schwartz, to approve the membership. All in favor, none opposed, motion carried.
  - Item 10.4 was added following the closed session.
  - 10.4 Approval of Settlement Agreement with Friedges Landscaping. It was moved by Ron Kath, seconded by Sharon Van Leer to approve the settlement. A roll call vote was taken. Tracy Brunnette, Ron Kath, Katie Schwartz, Sharon Van Leer and Michelle Witte voted in favor. Pat Driscoll and Heather Hirsch, were absent. None opposed. Motion carried.
- 11.0 Reports and Comments:
  - 11.1 Superintendent's Report: Dr. Jacobus reported on the summer construction projects and had Brian Boothe share information about summer professional development.
- 12.0 Future Meeting Dates:
  - 12.1 August 9, 2018 – School Board Meeting (DSC/6:30 p.m.)
  - 12.2 August 23, 2018 – School Board Meeting (DSC/6:30 p.m.)
- 13.0 Closed Session:
  - 13.1 Pursuant to MN Statute 13D.05, subdivision 3(d), the attorney-client privilege, to discuss a proposed settlement in the Friedges v. ISD 833 case. At 7:58pm Sharon Van Leer moved to go to closed session. Seconded by Ron Kath. All in favor, none opposed, motion carried. The board returned from closed session at 8:24pm. It was moved by Ron Kath, seconded by Sharon Van Leer to reconvene the meeting. It was moved by Sharon Van Leer, seconded by Ron Kath to amend the agenda, adding 10.4 Approval of Settlement Agreement with Friedges Landscaping. All in favor none opposed. Motion carried.
- 14.0 Adjournment: The meeting adjourned at 8:26pm.