



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 20, 2020

TOPIC/PURPOSE OF REPORT: Approval of the July 16, 2020 School Board Minutes

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

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: August 27, 2020

REPORT

District 833
School Board Regular Meeting
Unofficial Clerk's Summary

July 16, 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, July 16, 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.
- 2.0 Roll Call: School Board Members present were: Tracy Brunnette, Melinda Dols, Pat Driscoll, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer. Superintendent Keith Jacobus was present.
- 3.0 Approval of Agenda: It was moved by Sharon Van Leer, seconded by Simi Patnaik to approve the amended agenda, adding 10.3 Approval of Findings and Conclusions in the matter of Termination of Coaching Contracts, 10.4 Approval of Resolution to Accept the Retirement of Dr. Keith Jacobus and 10.5 Approval of Succession Plan for Filling Superintendent Vacancy. A roll call vote was taken, Tracy Brunnette, Melinda Dols, Pat Driscoll, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer in favor, none opposed, motion carried.
- 4.0 District Highlights: Kaarin Shumacher, Woodbury High School Gifted Education Coach, introduced student, Wesley Ross. Wesley started his own business and secured government contracts to provide face masks during the COVID pandemic.
- 5.0 Public Comment: Two public comments were submitted.
 - Karla Berry, regarding equity work
 - Charles and Shellea Altman, regarding 3rd trimester grading
- 6.0 Consent Items: It was moved by Melinda Dols, seconded by Pat Driscoll to approve the consent agenda items.

A roll call vote was taken, Tracy Brunnette, Melinda Dols, Pat Driscoll, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer 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 June 16, 2020 Special School Board Meeting Minutes
- 6.5 Approval of June 18, 2020 School Board Meeting Minutes
- 6.6 Approval of Electronic Fund Transfers
- 6.7 Approval of Resolution to Accept Gifts
- 6.8 Approval of Grant Award
- 6.9 Approval of Student Teaching Agreement with University of Sioux Falls, South Dakota
- 6.10 Approval of Student Teaching Agreement with Arizona College of Nursing

- 7.0 Workshop Items: Agenda item scheduled for the August 13, 2020 meeting.

- 8.0 Information Items:
 - 8.1 Fall Update, presented by Keith Jacobus, Superintendent. John Linder, Director of Program Evaluation, Research & Assessment, shared the results of the staff and parent surveys regarding returning to school in the fall. Kwame Ayim, Director of Facilities, shared plans for district facilities, including masks, cleaning plans and supplies. Dr. Jacobus shared the planning processes in place.

- 9.0 Discussion Items: None.

- 10.0 Action Items:
 - 10.1 Approval of 2021-22 Long Term Facilities Maintenance Plan, presented by Dan Pyan, Director of Finance and Operations. It was moved by Pat Driscoll, seconded by Sharon Van Leer, to approve the LTFM Plan. A roll call vote was taken, Tracy Brunnette, Melinda Dols, Pat Driscoll, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer in favor, none opposed, motion carried.

 - 10.2 Approval of MSHSL Membership, presented by Keith Jacobus, Superintendent. It was moved by Sharon Van Leer, seconded by Louise Hinz, to approve the MSHSL Membership. A roll call vote was taken, Tracy Brunnette, Melinda Dols, Pat Driscoll, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer in favor, none opposed, motion carried.

 - 10.3 Approval of Findings and Conclusions in the matter of Termination of Coaching Contracts, presented by Kevin Witherspoon, Director of Human Resources. It was moved by Sharon Van Leer, seconded by Katie Schwartz, to approve the Termination of Coaching Contracts. A roll call vote was taken, Tracy Brunnette, Melinda Dols, Pat Driscoll, Simi Patnaik, Katie Schwartz and Sharon Van Leer in favor, Louise Hinz opposed, motion carried.

 - 10.4 Approval of Resolution to Accept the Retirement of Dr. Keith Jacobus, presented by Tracy Brunnette. It was moved by Tracy Brunnette, seconded by Sharon Van Leer, to approve the resolution. A roll call vote was taken, Tracy Brunnette, Melinda Dols, Pat Driscoll, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer in favor, none opposed, motion carried.

 - 10.5 Approval of Succession Plan for Filling Superintendent Vacancy, presented by Tracy Brunnette, School Board Chair. It was moved by Tracy Brunnette, seconded by Melinda Dols, to approve contract discussion with Julie Nielsen. A roll call vote was taken, Tracy Brunnette, Melinda Dols, Pat Driscoll, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer in favor, none opposed, motion carried.

- 11.0 Reports and Comments:
 - 11.1 Superintendent's Report: Dr. Jacobus welcomed Tyrone Brookins as the newest Assistant Superintendent.

- 12.0 Future Meeting Dates:
 - 12.1 August 13, 2020 – School Board Meeting (6:30 p.m.)
 - 12.2 August 27, 2020 – School Board Meeting (6:30 p.m.)

- 13.0 Adjournment: The meeting adjourned at 7:52pm.