



# 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: April 14, 2020

TOPIC/PURPOSE OF REPORT: Approval of the May 7, 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

May 7, 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, May 7, 2020. The meeting was called to order by Chair Tracy Brunnette, at 6:30pm, via teleconference.
- 2.0 Roll Call: School Board Members present: 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 Louise Hinz to amend the agenda, adding 10.3 Approval of Resolution Placing Continuing Contract Teachers on Unrequested Leave of Absence. Due to teleconferencing, a roll call vote was taken. All in favor, none opposed, motion carried.
- 4.0 District Highlights: Agenda item scheduled for the May 21, 2020 meeting.
- 5.0 Public Comment: Agenda item scheduled for the May 21, 2020 meeting.
- 6.0 Consent Items: It was moved by Sharon Van Leer, seconded by Melinda Dols 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 Official Designated Newspaper
  - 6.5 Approval of Cash Disbursements for February
  - 6.6 Approval of Cash Disbursements for March
  - 6.7 Approval of Student Agreement with Southwest Minnesota State University

6.8 Approval of Lease with Dell Financial

7.0 **Workshop Items:**

7.1 Teacher Survey, presented by Kelly Jansen, Director of Teaching and Learning and John Linder, Director of Program Evaluation, Research and Assessment. They shared the information received from teaching staff.

7.2 Distance Learning 2.0, presented by Kelly Jansen, Director of Teaching and Learning. She provided an update on students and teachers as well as the goals of the district.

8.0 **Information Items:**

8.1 High School Graduations, presented by Kristine Schaefer, Assistant Superintendent. She shared two viable options that were offered to families and seniors for feedback. The majority responded to wait until later in the summer to attempt to hold ceremonies.

8.2 Revised Budget 2019-20, presented by Dan Pyan, Director of Finance and Operations. He shared current budget information with the impacts of COVID-19.

9.0 **Discussion Items:**

9.1 Grading during COVID-19, presented by Keith Jacobus, Superintendent. A discussion was held about how to grade during COVID-19 for secondary.

10.0 **Action Items:**

10.1 Approval of Release of Probationary Teachers, presented by Kevin Witherspoon, Director of Human Resources. It was moved by Pat Driscoll, seconded by Louise Hinz to approve the resolution. A roll call vote was taken. All in favor, none opposed, motion carried.

10.2 Approval of Release of Long Term Substitute Teachers, presented by Kevin Witherspoon, Director of Human Resources. It was moved by Sharon Van Leer, seconded by Simi Patnaik to approve the resolution. A roll call vote was taken. All in favor, none opposed, motion carried.

10.3, added at the beginning of the meeting, Approval of Resolution Placing Continuing Contract Teachers on Unrequested Leave of Absence, presented by Kevin Witherspoon, Director of Human Resources. It was moved by Melinda Dols, seconded by Sharon Van Leer to approve the resolution. 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 the history of teacher appreciation week.

11.2 School Board Member Reports: Melinda Dols attended a meeting with MSBA, was on for the Governors call, did school check ins and sent letters to Amy Klobuchar and other local legislators to support additional funding. Pat Driscoll attended the AMSD meeting last week and Subcommittee for legislative advocacy for closing the achievement gap. She will be attending the AMSD Executive Committee meeting tomorrow. Louise Hinz participated in Governor Walz call and the MSBA conference call. She participated in the Grey Cloud and OMS staff/student drive by parade. She highlighted a music teacher at ROES and an Art Teacher at WHS. Simi Patnaik will be attending NFSI and NES staff drive by parades later this month. She highlighted the Students of the Week program at Newport Elementary and noted the ACCESS Program had three students pass their graduation requirements since distance learning started. There has also been an influx of ESL students who have joined distance learning through ACCESS.

12.0 **Future Meeting Dates:**

12.1 Thursday, May 21, 2020 – School Board Meeting (DSC/6:30 p.m.)

12.2 Thursday, June 4, 2020 – School Board Meeting (DSC/6:30 p.m.)

13.0 **Adjournment:** The meeting adjourned at 9:18pm.