



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: July 12, 2019

TOPIC/PURPOSE OF REPORT: Approval of the June 20, 2019 School Board Minutes

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

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: July 18, 2019

REPORT

District 833
School Board Regular Meeting
Unofficial Clerk's Summary

June 20, 2019

- 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, June 20, 2019. 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, Heather Hirsch, Ron Kath and Sharon Van Leer. Pat Driscoll, Katie Schwartz and Michelle Witte were absent. Superintendent Keith Jacobus was present.
- 2.0 Pledge of Allegiance
- 3.0 Approval of Agenda: It was moved by Sharon Van Leer , seconded by Ron Kath to approve the amended agenda adding a closed session, pursuant to Minnesota Statute 13D.05 subdivision 2(a)(3), for the purpose of considering private educational data in connection with a legal action involving a student. All in favor, none opposed. Motion carried.
- 4.0 District Highlights:
 - 4.1 Spring Activities Update
 - Phil Kuemmel, Park High School Activities Director
 - Mike Johnson, Assistant Superintendent for East Ridge High School
 - Marvin Wooten, Woodbury High School Activities Director
- 5.0 Public Comment: None.
- 6.0 Consent Items: It was moved by Sharon Van Leer to approve the consent agenda, seconded by Ron Kath. 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 Extended Field Trips
 - 6.5 Approval of Electronic Fund Transfers

- 6.6 Approval of Resolution to Accept Gifts
- 6.7 Approval of May 23, 2019 School Board Meeting Minutes
- 6.8 Approval of June 6, 2019 School Board Meeting Minutes
- 6.9 Approval of student teaching agreement with the University of North Dakota
- 6.10 Approval of student teaching agreement with the University of Wisconsin – River Falls
- 6.11 Approval of student teaching agreement with Concordia University
- 6.12 Approval of Miscellaneous Wage Sheet
- 6.13 Approval of Lease Financing for High School Chromebooks
- 6.14 Approval of Lease for iPad Lifecycle

- 7.0 Workshop Items: Agenda item scheduled for the August 15, 2019 meeting.

- 8.0 Information Items:
 - 8.1 District Highlights, introduced by Keith Jacobus, Superintendent. Cabinet members shared highlights from their departments from the 2018-19 School year.
 - 8.2 Negotiations Update, presented by Sharon Van Leer, School Board Clerk. She provided the most recent update on negotiations.

- 9.0 Discussion Items: None.

- 10.0 Action Items:
 - 10.1 Approval of Long-Range Facilities Planning Guiding Change Document, presented by Julie Nielsen, Assistant Superintendent. It was moved by Ron Kath, seconded by Sharon Van Leer to approve the document. All in favor, none opposed, motion carried.

 - 10.2 Approval of Resolution for Cottage Grove Community Center, presented by Bob Lawrence, Director of Community Education. It was moved by Ron Kath, seconded by Heather Hirsch to approve the resolution. None opposed, motion carried.

 - 10.3 Approval of the Revised 2018-19 Budget, presented by Dan Pyan, Director of Finance. It was moved by Sharon Van Leer, seconded by Ron Kath to approve the revised budget. All in favor, none opposed, motion carried.

 - 10.4 Approval of 2019-20 Preliminary Budget, presented by Dan Pyan, Director of Finance. It was moved by Sharon Van Leer, seconded by Heather Hirsch to approve the preliminary budget. All in favor, none opposed, motion carried.

 - 10.5 Approval of Property and Liability Insurance Provider presented by Dan Pyan, Director of Finance. It was moved by Heather Hirsch, seconded by Ron Kath to approve Liberty Mutual as the new provider. All in favor, none opposed, motion carried.

 - 10.6 Approval of Selection of Audit Firm presented by Dan Pyan, Director of Finance. It was moved by Sharon Van Leer, seconded by Heather Hirsch to approve the Audit Firm, MMKR, who is our current Audit Firm. All in favor, none opposed, motion carried. A request was made by Ron Kath to change partners within the firm to lead the Audits.

- 11.0 Reports and Comments:
 - 11.1 Superintendent's Report: Dr. Jacobus reported on the Skoolie Bus and recent ACCESS graduates.

- 12.0 Future Meeting Dates:
 - 12.1 July 18, 2019 – School Board Meeting (DSC/6:30 p.m.)
 - 12.2 August 15, 2019 – School Board Meeting (DSC/6:30 p.m.)

- 13.0 Closed session:

This item was added at the beginning of the meeting, pursuant to Minnesota Statute 13D.05 subdivision 2(a)(3), for the purpose of considering private educational data in connection with a legal action involving a student. Ron Kath motioned to move to closed session at 8:11pm. Seconded by Heather Hirsch. All in favor, none opposed. Motion carried. The board returned from closed session at 8:25pm. It was moved by Sharon Van Leer, seconded by Heather Hirsch to reconvene the meeting. All in favor, none opposed. Motion carried.

- 14.0 Adjournment: The meeting adjourned at 8:25pm.