

## ADMINISTRATIVE REPORT

**DATE:** July 6, 2021  
**TOPIC:** 6.6 June 17, 2021 Board Meeting Minutes  
**PRESENTER:** Dayna Pottratz, Executive Assistant to the Superintendent & School Board  
**REFERENCE TO POLICY/STATUTE:** Policy 204, School Board Meeting Minutes

### A. PURPOSE OF REPORT

- a. Approval of the following minutes from June 17, 2021 June 17, 2021.

1.0 Call to Order: Roll Call: 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 17, 2021. The meeting was called to order by Chair Tracy Brunnette, at 6:30pm at the District Service Center, 7362 East Point Douglas Road South, Cottage Grove, MN 55016. School Board Members present: Tracy Brunnette, Melinda Dols, Pat Driscoll, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer. Superintendent Julie Nielsen was present.

2.0 Pledge of Allegiance

3.0 Approval of Agenda: It was moved by Sharon Van Leer to amend the agenda adding 8.5 Approval of Resolution placing Teachers on Unrequested Leave of Absence and 8.6 Approval of Resolution Clarifying Terms and Conditions of Employment for Tier 2 & 3 Employees. Seconded by Louise Hinz. All in favor, none opposed, motion carried.

4.0 Public Comment:

- o Christa Hibbs from Woodbury regarding masks for 21-22 school year
- o Alan Pastian from Woodbury regarding masks for the 21-22 school year

5.0 Consent Items: It was moved by Pat Driscoll, seconded by Melinda Dols to approve the consent agenda. All in favor none opposed, motion carried.

5.1 Approval of Retirements, Resignations and Terminations

5.2 Approval of Leaves of Absence

5.3 Approval of New Employees/Change of Status



- 5.4 Approval of Electronic Fund Transfers
- 5.5 Approval of Resolution to Accept Gifts
- 5.6 Approval of May 20, 2021 School Board Meeting Minutes
- 5.7 Approval of June 3, 2021 School Board Meeting Minutes
- 5.8 Approval of 2021-22 Miscellaneous Wage Sheet
- 5.9 Approval of Student Placement Agreement with Gustavus Adolphus College
- 5.10 Approval of Grant Application
- 5.11 Approval of Change to 2021-22 Board Meeting Dates

6.0 Information Items:

6.1 Budget Adjustment Process Update, presented by Kelly Jansen, Assistant Superintendent and Dan Pyan, Director of Finance and Operations. They shared updates to the approved adjustments made so far.

7.0 Discussion Items: None.

8.0 Action Items:

8.1 Approval of Changes to Proposed Policies, presented by Julie Nielsen, Superintendent. It was moved by Sharon Van Leer, seconded by Pat Driscoll to approve the policies. All in favor, none opposed, motion carried.

8.2 Approval of Boundary Changes for New Build – Settlers Bluff, presented by Dan Pyan, Director of Finance and Operations. It was moved by Louise Hinz, seconded by Katie Schwartz to approve the boundary change. All in favor, none opposed, motion carried.

8.3 Approval of 2021-22 Preliminary Budget, presented by Dan Pyan, Director of Finance and Operations. It was moved by Melinda Dols, seconded by Louise Hinz to approve the budget. All in favor, none opposed, motion carried.

8.4 Approval of Ballot Language for 2021 Operating Levy, presented by Dan Pyan, Director of Finance and Operations. It was moved by Sharon Van Leer, seconded by Pat Driscoll to approve two questions. Question #1, revoke \$1556 per pupil unit and replace at \$1880 per pupil unit with inflation and Question #2 is to revoke \$2 million capital projects levy and replace with a \$5 million capital projects levy. It was motioned by Sharon Van Leer, seconded by Pat Driscoll. Melinda Dols, Louise Hinz, Simi Patnaik, Pat Driscoll, Sharon van Leer and Tracy Brunnette voted in favor, Katie Schwartz voted against. Motion passed.

8.5 and 8.6 were added at the beginning of the meeting:

8.5 Approval of Resolution placing Teachers on Unrequested Leave of Absence, presented by Kevin Witherspoon, Director of Human resources. It was moved by Sharon Van Leer, seconded by Pat Driscoll to approve the resolution. A roll call vote was taken, all in favor, none opposed, motion carried.

8.6 Approval of Resolution Clarifying Terms and Conditions of Employment for Tier 2 & 3 Employees, presented by Kevin Witherspoon, Director of Human Resources. It was moved by Katie Schwartz, seconded by Sharon Van Leer to approve the resolution. A roll call vote was taken. All in favor, none opposed, motion carried.



- 9.0 Superintendent Report: Ms. Nielsen reported on graduation, Nutrition Services summer meals and fall COVID guidance and planning.
- 10.0 Future Meeting Dates:  
July 15, 2021, – School Board Business Meeting (DSC/6:30 p.m.)  
August 12, 2021 – School Board Workshop Meeting (DSC/6:30 p.m.)
- 11.0 Adjournment: The meeting adjourned at 8: 00pm.

**B. RECOMMENDATION**

- a. Approval

