

## ADMINISTRATIVE REPORT

**DATE:** November 17, 2022  
**TOPIC:** 6.6 – October 18, 2022 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 School Board Meeting minutes

October 18, 2022

- 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 Tuesday, October 18, 2022. The meeting was called to order by Chair Sharon Van Leer, at 6:01pm at the District Service Center, 7362 East Point Douglas Road South, Cottage Grove, MN 55016. School Board Members present: Melinda Dols, Louise Hinz, Simi Patnaik, Katie Schwartz, Eric Tessmer and Sharon Van Leer. Pat Driscoll was absent. Superintendent Julie Nielsen was present.
- 2.0 **Pledge of Allegiance**
- 3.0 **Approval of Agenda:** It was moved by Simi Patnaik, seconded by Louise Hinz to approve an amended agenda, adding 7.4 Lease Extension with the City of Woodbury and 7.5 Memorandum of Understanding with the City of Woodbury concerning Central Park. All in favor, none opposed, motion carried.
- 4.0 **Comments to the Board:** None.



5.0 **Consent Items:** It was moved by Melinda Dols, seconded by Louise Hinz 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 September 22, 2022 School Board Meeting Minutes

5.7 Approval of October 6, 2022 School Board Meeting Minutes

5.8 Approval of Student Teaching Agreement with St. Mary's

5.9 Approval of Student Teaching Agreement with SW MN State University

5.10 Approval of Extended Field Trips

6.0 **Information Items:**

6.1 Financial Update, presented by Dan Pyan, Director of Finance and Operations. He shared enrollment updates and noted the Auditors are currently working on the past year's budget and documents.

6.2 Summary of Superintendent's Evaluation, presented by Sharon Van Leer, School Board Chair. Chair Van Leer shared the board met with Superintendent Nielsen in a closed session on October 6, 2022. They gave her a favorable review and thanked her for her leadership.

7.0 **Action Items:**

7.1 Proposed Policy Changes, presented by Julie Nielsen, Superintendent. It was moved by Simi Patnaik, seconded by Katie Schwartz to approve the changes. All in favor, none opposed, motion carried.

7.2 Resolution for Open Enrollment, presented by Tyrone Brookins and Kristine Schaefer, Assistant Superintendents. It was moved by Eric Tessmer, seconded by Simi Patnaik to approve the resolution. A roll call vote was taken, Melinda Dols, Louise Hinz, Simi Patnaik, Katie Schwartz, Eric Tessmer and Sharon Van Leer voted in favor. Pat Driscoll was absent. None opposed, motion carried.



7.3 Resolution of Minnesota State High School League Membership Grant, presented by Kristine Schaefer, Assistant Superintendent. It was moved by Katie Schwartz, seconded by Louise Hinz to approve the resolution. A roll call vote was taken, Melinda Dols, Louise Hinz, Simi Patnaik, Katie Schwartz, Eric Tessmer and Sharon Van Leer voted in favor. Pat Driscoll was absent. None opposed, motion carried.

7.4 Lease Extension with the City of Woodbury, presented by Dan Pyan, Director of Finance and Operations. It was moved by Louise Hinz, seconded by Eric Tessmer to approve the extension. All in favor, none opposed, motion carried.

7.5 Memorandum of Understanding with the City of Woodbury concerning Central Park, presented by Dan Pyan, Director of Finance and Operations. It was moved by Melinda Dols, seconded by Simi Patnaik to approve the MOU. All in favor, none opposed, motion carried.

8.0 **Superintendent Report:** Ms. Nielsen reported on Masterworks concert, activities going on at our schools in the evenings, first community listening session , Transportation, Director of Communications last board meeting.

9.0 **Future Meeting Dates:**

November 3, 2022 – School Board Workshop Meeting (DSC/6:00 p.m.)

November 17, 2022 – School Board Business Meeting (DSC/6:00 p.m.)

10.0 **Closed Session:** Pursuant to MN Statute 13D.03 for labor negotiations. At 6:55 pm, Simi Patnaik, motioned to move to closed session. Seconded by Louise Hinz. All in favor, none opposed, motion carried.

At 7:39pm, it was moved by Simi Patnaik, seconded by Eric Tessmer to return to an open meeting. All in favor, none opposed, motion carried.

11.0 **Adjournment:** The meeting adjourned at 7:40pm.

