

## ADMINISTRATIVE REPORT

**DATE:** May 18, 2023  
**TOPIC:** 6.7 – May 4, 2023 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

May 4, 2023

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, May 4, 2023. The meeting was called to order by Chair Sharon Van Leer, at 6:00pm at the District Service Center, 7362 East Point Douglas Road South, Cottage Grove, MN 55016. School Board Members present: Melinda Dols, Pat Driscoll, Simi Patnaik, Katie Schwartz, Louise Hinz, Eric Tessmer and Sharon Van Leer. Superintendent Julie Nielsen was present.

2.0 **Pledge of Allegiance**

3.0 **Approval of Agenda:** It was moved by Katie Schwartz, seconded by Eric Tessmer to approve the agenda. All in favor, none opposed, motion carried.

4.0 **Workshop Items:**

4.1 School Showcase, introduced by Kristine Schaefer, Assistant Superintendent. Cottage Grove Middle School Assistant Principal, Justin Ellevold shared the process and planning work that goes into the 5<sup>th</sup> to 6<sup>th</sup> grade and the 8<sup>th</sup> to 9<sup>th</sup> grade transitions. He also shared info on the Middle School Elective changes.

4.2 Long-Range Facility Planning Update, presented by Kristine Schaefer, Assistant Superintendent and Dan Pyan, Executive Director of Finance and Operations shared the most recent updates in the process, as well as next steps. They asked the board to prioritize the needs.



5.0 **Information Items:**

5.1 Nutrition Services Budget, introduced by Dan Pyan, Executive Director of Finance and Operations and presented by Wendy Peterson, Director of Nutrition Services and Bobbie Jo Grummons, Assistant Director of Nutrition Services. They shared the history of their budget, impacts, revenue and anticipated income for the next school year.

5.2 Community Education Budget, presented by Bob Lawrence, Director of Community Education. He shared the historical statistics of their revenue and the anticipated budget for the next fiscal year.

5.3 Pupil Transportation Update, presented by Dan Pyan, Executive Director of Finance and Operations and Shawn Hogendorf, Director of Communication. They provided an update to the opt in campaign.

5.4 First Reading of Proposed Policy Changes, presented by Julie Nielsen, Superintendent. These policies will return for approval at the May 18, 2023 business meeting. There was no request for comment.

6.0 **Reports and Comments:** Superintendent Julie Nielsen shared reminders about the last community meeting on May 23rd, senior awards night and graduations, end of year work prepping for next year and employee recognition banquet. Melinda Dols reported on the NE Metro 916 meeting, graduation at 916 and district graduations, as well as inviting the board and administration to 916 graduations where 833 students are graduating. Pat Driscoll provided updates from the ECSU meeting. Simi Patnaik attended CFAC, district ambassadors, policy committee. achievement and integration committee with information from SoWashCo CARES programming. Louise Hinz reported on the district ambassador committee meeting,

7.0 **Future Meeting Dates:**

May 9, 2023 – School Board Strategic Planning Meeting (DSC/5:00 p.m.)

May 18, 2023 – School Board Business Meeting (DSC/6:00 p.m.)

June 1, 2023 – School Board Workshop Meeting (DSC/6:00 p.m.)

June 8, 2023 – School Board Strategic Planning Meeting (DSC/5:30 p.m.)

8.0 **Adjournment:** The meeting adjourned at 8:30pm.

