

## ADMINISTRATIVE REPORT

**DATE:** August 17, 2023

**TOPIC:** #5.6 – July 13, 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

*July 13, 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, July 13, 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: Pat Driscoll, Louise Hinz, Katie Schwartz, Eric Tessmer and Sharon Van Leer. Melinda Dols and Simi Patnaik were absent. Superintendent Julie Nielsen was present.*

*2.0      **Pledge of Allegiance***

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

*4.0      **Comments to the Board:** None*



5.0 **Consent Items:** *It was moved by Louise Hinz and seconded by Katie Schwartz to approve the consent agenda items. 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 June 15, 2023 School Board Meeting Minutes*

5.7 *Approval of Miscellaneous Wage Sheet*

5.8 *Approval of Cash Disbursements for April*

5.9 *Approval of Cash Disbursements for May*

5.10 *Approval of MDE Identified Official with Authority*

5.11 *Approval of RFP for Installation of Cameras & Intercoms*

6.0 **Information Items:**

6.1 *Financial Update, presented by Dan Pyan, Executive Director of Finance and Operations. He shared information on the Capital Projects Levy and explained how it relates to safety, security and technology, along with the possibility of asking taxpayers for necessary funding.*

7.0 **Action Items:**

7.1 *Long Term Facility Maintenance, presented by Dan Pyan, Executive Director of Finance and Operations. It was moved by Katie Schwartz, seconded by Pat Driscoll to approve the resolution. A roll call vote was taken. All in favor, none opposed, motion carried. Simi Patnaik and Melinda Dols were absent.*

7.2 *Minnesota State High School League Resolution, presented by Kristine Schaefer, Assistant Superintendent. It was moved by Louise Hinz, seconded by Eric Tessmer to approve the resolution. A roll call vote was taken. All in favor, none opposed, motion carried. Simi Patnaik and Melinda Dols were absent.*

7.3 *Resolution Calling the General Election, presented by Dan Pyan, Executive Director of Finance and Operations. It was moved by Pat Driscoll, seconded by Katie Schwartz to approve the resolution. A roll call vote was taken. All in favor, none opposed, motion carried. Simi Patnaik and Melinda Dols were absent.*

7.4 *Activity Fees, 510.3, presented by Julie Nielsen, Superintendent. It was moved by Eric Tessmer, seconded by Louise Hinz to approve the policy changes. All in favor, none opposed, motion carried.*



8.0 **Superintendent Report:** Ms. Nielsen reported on the upcoming Hiring Fair July 27, 2023, the retirement of Sue Kean and the opening of Targeted and ESY programs this week. She also visited Kids Club sites this past week.

9.0 **Future Meeting Dates:**

August 3, 2023 – School Board Workshop Meeting (DSC/6:00p.m.)

August 17, 2023 – School Board Business Meeting (DSC/6:00p.m.)

10.0 **Closed Session** pursuant to Minnesota Statute 13D.03 for labor negotiations. Katie Schwartz motioned to move to closed session at 6:27pm. Seconded by Louise Hinz. All in favor, none opposed, motion carried.

At 7:23pm. The board returned from closed session. It was moved by Katie Schwartz, seconded by Eric Tessmer to re-open the public meeting. All in favor, none opposed, motion carried.

11.0 **Adjournment:** The meeting adjourned at 7:23pm.

**B. RECOMMENDATION**

- a. Approval

**C. CONNECTION TO STRATEGIC PRIORITY**

- a. Operations, Staffing, and Finance

