

ADMINISTRATIVE REPORT

DATE: January 18, 2024
TOPIC: #5.6 – December 14, 2023 School Board Meeting Minutes
PRESENTER: Dayna Pottratz, Executive Assistant to the Superintendent & School Board
REFERENCE TO POLICY/STATUTE: Policy 204

A. PURPOSE OF REPORT

- a. Review School Board Meeting Minutes.

B. RECOMMENDATION

- a. Approval

C. CONNECTION TO STRATEGIC PRIORITY

- a. Operations, Staffing, and Finance

December 14, 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, December 14, 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, Louise Hinz, Simi Patnaik, Eric Tessmer and Sharon Van Leer. Katie Schwartz was absent. Superintendent Julie Nielsen was present.



2.0 **Pledge of Allegiance**

3.0 **Approval of Agenda:** *It was moved by Louise Hinz and seconded by Eric Tessmer to approve an amended agenda, adding 7.8 Tentative Agreement with Principals Association and 7.9 Tentative Agreement with Office Professionals. 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 Simi Patnaik 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 the November 16, 2023 School Board Meeting Minutes*

5.7 *Approval of Roof Replacement Bids for the District Program Center*

5.8 *Approval of Cash Disbursements for October*

5.9 *Approval of Extended Field Trips*

6.0 **Information Items:**

6.1 *World's Best Workforce & Achievement & Integration Report, introduced by Tyrone Brookins, Assistant Superintendent. Joyce Beaird, Early Childhood Family Services Manager, Tia Clasen, Director of Secondary Teaching and Learning, Mao Jacobsen, Director of Program Evaluation, Research & Assessment, James Magee, Director of Diversity, Equity and Inclusion and Arthur Williams, Director of Elementary Teaching and Learning reviewed the goals, outcomes and next steps.*

6.2 *Summary of Superintendent's Evaluation, presented by Sharon Van Leer, School Board Chair. Chair Van Leer shared a summary of Superintendent Nielsen's review. Overall, the review was favorable.*

6.3 *Transportation Update, presented by Dan Pyan, Executive Director of Finance and Operations. He and Carrie Olson, Director of Transportation shared what they are doing to ensure*



they have enough staff to drive buses each day and next steps to make routes more efficient.

7.0 Action Items:

7.1 Final Levy for Taxes Payable in 2024, presented by Dan Pyan, Executive Director of Finance and Operations. It was moved by Simi Patnaik, seconded by Pat Driscoll, all in favor, none opposed, motion carried. There was no public comment.

7.2 Resolution of Special Law Related to TIF District 13, presented by Dan Pyan, Executive Director of Finance and Operations. It was moved by Pat Driscoll, seconded by Louise Hinz. A roll call vote was taken. All in favor, none opposed, motion carried.

7.3 Resolution Declaring Contractor Default and Authorizing Pursuit of Claim, presented by Dan Pyan, Executive Director of Finance and Operations. It was moved by Eric Tessmer, seconded by Melinda Dols. A roll call vote was taken, all in favor, none opposed. Motion carried.

7.4 Resolution Calling for the Sale of General Obligation Bonds, presented by Dan Pyan, Executive Director of Finance and Operations. It was moved by Simi Patnaik, seconded by Louise Hinz. A roll call vote was taken, all in favor, none opposed. Motion carried.

7.5 Bailey Elementary Drainage & Utility Easement, presented by Dan Pyan, Executive Director of Finance and Operation. It was moved by Pat Driscoll, seconded by Eric Tessmer. All in favor, none opposed, motion carried.

7.6 Calendar for 2024-25, presented by Julie Nielsen, Superintendent. It was moved by Simi Patnaik, seconded by Melinda Dols. All in favor, none opposed, motion carried.

7.7 Resolution Establishing Combined Polling Locations for School District Elections, presented by Julie Nielsen, Superintendent. It was moved by Pat Driscoll, seconded by Eric Tessmer. A roll call vote was taken, all in favor, none opposed. Motion carried.

7.8 Tentative Agreement with Principals Association presented by Abby Baker, Director of Human Resources. It was moved by Melinda Dols, seconded by Simi Patnaik. All in favor, none opposed. Motion carried.

7.9 Tentative Agreement with Office Professionals presented by Abby Baker, Director of



Human Resources. It was moved by Pat Driscoll, seconded by Louise Hinz. All in favor, none opposed, motion carried.

8.0 **Superintendent Report:** Ms. Nielsen shared information on Student Ambassadors, Construction Phasing projects, the 8th grade registration to high school and the Hmong New Year celebration on December 16th.

Sharon Van Leer thanked Louise Hinz for her time on the school board.

9.0 **Future Meeting Dates:**

January 4, 2024 - School Board Business Meeting (DSC/6:00p.m.)

January 4, 2024 - School Board Workshop Meeting (DSC/immediately following the Business meeting)

10.0 **Adjournment:** The meeting adjourned at 7:51pm.

