

## ADMINISTRATIVE REPORT

**DATE:** January 18, 2024  
**TOPIC:** #5.8–January 4, 2024 School Board Workshop 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

January 4, 2024

**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, January 4, 2024. The meeting was called to order by Chair Katie Schwartz, at 6:36pm at the District Service Center, 7362 East Point Douglas Road South, Cottage Grove, MN 55016. School Board Members present: Ryan Clark, Melinda Dols, Pat Driscoll, Simi Patnaik, Katie Schwartz, 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 Sharon Van Leer seconded by Simi Patnaik to approve an amended agenda, removing item 4.2 from the agenda. All in favor, none opposed, motion carried.*

4.0 **Workshop Items:**

4.1 *Armstrong and Crestview Elementary School Highlights, introduced by Tyrone Brookins, Assistant Superintendent. Principals Jodi Husting and Andy Cafilisch shared information about the American Reading Company (ARC) curriculum and assessments.*

4.2 *Board Committee Assignments was removed from the agenda.*

4.3 *Special Services Update, presented by Erin McKoy, Director of Special Services. She shared the structure of the department, who they are and what they are working on.*

5.0 **Information Items:**

5.1 *First Reading of Proposed Policy Changes, presented by Julie Nielsen, Superintendent. She shared the proposed changes. There was no public comment. These will return for approval at the January 18<sup>th</sup> meeting.*

6.0 **Reports and Comments:**

*Superintendent Nielsen shared updates on staffing, kindergarten enrollment and public events she attended. She noted the WHS Choir will be performing at the MSBA Leadership Conference next week and welcomed Ryan to the board. Superintendent Nielsen presented Melinda Dols with a certificate from MSBA for completing 100 hours of training with MSBA. Board Members had no updates.*

7.0 **Future Meeting Dates:**

*January 18, 2024 – School Board Business Meeting (DSC/6:00 p.m.)*

*February 1, 2024 – School Board Workshop Meeting (DSC/6:00 p.m.)*

8.0 **Adjournment:** *The meeting adjourned at 7:45pm.*

