

## ADMINISTRATIVE REPORT

**DATE:** May 23, 2024  
**TOPIC:** #6.6 – April 25, 2024 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

*April 25, 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, April 25, 2024. The meeting was called to order by Chair Katie Schwartz, at 6:00pm at the District Service Center, 7362 East Point Douglas Road South, Cottage Grove, MN 55016. School Board Members present: Ryan Clarke, Pat Driscoll, Melinda Dols, 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 Melinda Dols, seconded by Simi Patnaik to approve the agenda. All in favor, none opposed, motion carried.
  
- 4.0 **Student District Ambassadors:** Eva Muchungu represented Woodbury Middle School as the student ambassador and shared her experiences as an ambassador in her school and as an ambassador for the district.
  
- 5.0 **Comments to the Board:** None.
  
- 6.0 **Consent Items:** It was moved by Simi Patnaik, seconded by Pat Driscoll to approve the Consent Agenda items. All in favor, none opposed, motion carried.
  - 6.1 Approval of Retirements, Resignations and Terminations
  - 6.2 Approval of Leaves of Absence
  - 6.3 Approval of New Employees/Change of Status
  - 6.4 Approval of Electronic Fund Transfers
  - 6.5 Approval of Resolution to Accept Gifts
  - 6.6 Approval of March 28, 2024 School Board Meeting Minutes
  - 6.7 Approval of April 11, 2024 School Board Meeting Minutes
  - 6.8 Approval of April 11, 2024 Special School Board Meeting Minutes
  - 6.9 Approval of 2024 Radon Test Results
  - 6.10 Approval of March Cash Disbursements
  - 6.11 Approval of SoWashCo Transportation Fuel tanks
  - 6.12 Approval of Extended Field Trips
  - 6.13 Approval of Lease Agreement - Student Devices
  - 6.14 Approval of Lease Agreement - 9th grade Student Devices
  - 6.15 Approval of Student Teaching Agreement with Luther College
  - 6.16 Approval of Student Teaching Agreement with Concordia University
  
- 7.0 **Information Items:**
  - 7.1 Proposed 2024-25 Nutrition Services Budget, introduced by Dan Pyan, Executive Director of Finance and Operations. Bobbi Jo Grummons, Assistant Director of Nutrition Services and Kari Boten, Nutrition Services Supervisor presented the current and forecasted budget. This budget will return in June for approval with the 2024-25 Fiscal Year Budget.



8.0 **Action Items:**

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

8.2 Northeast Metro 916 Long Term Facilities Maintenance Projects Resolution presented by Dan Pyan, Executive Director of Finance. It was moved by Simi Patnaik, seconded by Melinda Dols to approve the resolution. A roll call vote was taken. All in favor, none opposed, motion carried.

9.0 **Superintendent Report:** Superintendent Nielsen shared information on the upcoming Cottage Grove Community Showcase, Kindergarten Welcome Night, Oltman Middle School Math and Science night, High School and Middle School theater productions, Quarterly meeting with the City of Woodbury and Career Skills Day.

10.0 **Future Meeting Dates:**

May 9, 2024 - School Board Workshop Meeting (DSC/6:00p.m.)

May 23, 2024 - School Board Business Meeting (DSC/6:00p.m.)

11.0 **Adjournment:** The meeting adjourned at 6:52pm.

