

## ADMINISTRATIVE REPORT

**DATE:** June 20, 2024  
**TOPIC:** #5.7 – June 6, 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

*June 6, 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, June 6, 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, Melinda Dols, Pat Driscoll (arrived late), Simi Patnaik, Katie Schwartz and Sharon Van Leer. Eric Tessmer was absent. Superintendent Nielsen was present.

## 2.0 Pledge of Allegiance



3.0 **Approval of Agenda:** It was moved by Sharon Van Leer, seconded by Ryan Clarke approve the agenda. All in favor, none opposed, motion carried.

4.0 **Workshop Items:**

4.1 Title III – English Language Learner (EL) Services, introduced by Kelly Jansen, Assistant Superintendent and presented by Nicki Clymer, Supervisor and Danilo McCarthy, Family Liaison. They shared information on how students are identified.

5.0 **Information Items:**

5.1 Preliminary Budget for 2024–25 FY, presented by Kris Blackburn, Director of Business Services. She shared anticipated expenditures and revenue sources and plans for the next school year. She will return on June 20, 2024 for approval.

5.2 Long Term Facilities Maintenance Plan, presented by Dan Pyan, Executive Director of Finance and Facilities. He provided an update on what projects will be occurring over the summer. He will return on June 20, 204 for approval of the ten-year plan.

5.3 First Reading of Proposed Policy Changes presented by Julie Nielsen, Superintendent. There was no request for public comment. These will return for approval on June 20, 2024.

6.0 **Reports and Comments:** Superintendent Nielsen shared information on the end of the school year and upcoming graduation ceremonies. Melinda Dols shared information on the NE Metro 916 golf fundraiser. Ryan shared an update on the ERHS track team going to nationals.

7.0 **Future Meeting Dates:**

June 20, 2024 – School Board Business Meeting (DSC/6:00 p.m.)

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

8.0 **Adjournment:** The meeting adjourned at 7:11pm.

