

## ADMINISTRATIVE REPORT

**DATE:** October 24, 2024  
**TOPIC:** #5.6 – September 26, 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

September 26, 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, September 26, 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, 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 Ryan Clarke, seconded by Melinda Dols. All in favor, none opposed, motion carried.



- 4.0 **Comments to the Board:** *Hilda Berdie addressed the board about theater at ERHS.*
  
- 5.0 **Consent Items:** *It was moved by Pat Driscoll, seconded by Simi Patnaik to approve the consent agenda items. Ryan Clarke, Melinda Dols, Pat Driscoll, Simi Patnaik, Eric Tessmer and Sharon Van Leer voted in favor, none opposed, Katie Schwartz abstained, motion carried.*
  - 5.1 *Retirements, Resignations and Terminations*
  - 5.2 *Leaves of Absence*
  - 5.3 *New Employees/Change of Status*
  - 5.4 *Electronic Fund Transfers*
  - 5.5 *Resolution to Accept Gifts*
  - 5.6 *August 22, 2024 School Board Meeting Minutes*
  - 5.7 *September 12, 2024 School Board Meeting Minutes*
  - 5.8 *Cash Disbursements for August*
  - 5.9 *Central Park Lease*
  - 5.10 *Extended Field Trips*
  
- 6.0 **Information Items:**
  - 6.1 *Summary of Superintendent Evaluation, presented by Katie Schwartz, School Board Chair. She noted overall her review was favorable and they shared goals for the upcoming year.*
  
  - 6.2 *Middle School Construction Update, presented by Tyrone Brookins, Assistant Superintendent. Sal Bagley from Wold and Mark DuBois from KOMA attended and shared information about projects at the middle schools.*
  
- 7.0 **Action Items:**
  - 7.1 *Nordic Ski Co-op, presented by Kristine Schaefer, Assistant Superintendent. It was moved by Melinda Dols, seconded by Ryan Clarke to approve the co-op. All in favor, none opposed, motion carried.*
  
  - 7.2 *Dance Team Co-op presented by Kristine Schaefer, Assistant Superintendent. It was moved by Eric Tessmer, seconded by Simi Patnaik to approve the co-op. All in favor, none opposed, motion carried.*



7.3 Open Enrollment Resolution presented by Tyrone Brookins, Assistant Superintendent. It was moved by Pat Driscoll, seconded by Simi Patnaik to approve the resolution. A roll call vote was taken. All in favor, none opposed, motion carried.

7.4 Workers Comp Insurance Renewal presented by Kris Blackburn, Director of Business Services. It was moved by Simi Patnaik, seconded by Melinda Dols to approve the renewal. All in favor, none opposed, motion carried.

7.5 Proposed Levy for Taxes Payable in 2025 presented by Kris Blackburn, Director of Business Services. It was moved by Pat Driscoll, seconded by Simi Patnaik to approve the levy. All in favor, none opposed, motion carried.

7.6 Purchase Agreement for Light the Way Church presented by Kris Blackburn, Director of Business Services. It was moved by Melinda Dols, seconded by Ryan Clarke to approve the agreement. A roll call vote was taken, all in favor, none opposed, motion carried.

7.7 Easement with the City of Cottage Grove presented by Kris Blackburn, Director of Business Services. It was moved by Ryan Clarke, seconded by Simi Patnaik to approve the easement. All in favor, none opposed, motion carried.

7.8 Storm Water Management Facilities Agreement presented by Kris Blackburn, Director of Business Services. It was moved by Simi Patnaik to approve the agreement, seconded by Eric Tessmer. All in favor, none opposed, motion carried.

8.0 **Superintendent Report:** Ms. Nielsen highlighted the City of Woodbury Development Tour, READ Act training, upcoming homecoming festivities at high schools and School Board Appreciation month.

9.0 **Future Meeting Dates:**

October 10, 2024 - School Board Workshop Meeting (DSC/6:00p.m.)

October 24, 2024 - School Board Business Meeting (DSC/6:00p.m.)

10.0 **Adjournment:** The meeting adjourned at 7:40pm.

