SOUTH WASHINGTON COUNTY SCHOOLS
SCHOOL BOARD
7362 East Point Douglas Rd S.
Cottage Grove, MN 55016

ADMINISTRATIVE REPORT

DATE:	August 21, 2025
TOPIC:	5.7-August 7, 2025 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

August 7, 2025

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, August 7, 2025. 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, Louise Hinz, 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 the agenda. All in favor, none opposed, motion carried.

4.0 **Workshop Items:**

4.1 Introduction of Dr. Meghan Hickey, Executive Director of Student Support Services, presented by Julie Nielsen, Superintendent. Ms. Nielsen shared her background and Dr. Hickey shared comments about her time at SoWashCo.

4.2 Overview of SoWashCo Language Access Plan, presented by Shawn Hogendorf, Director of Communications and Meghan Hickey, Executive Director of Student Support Services. New legislation requires school districts to create procedures on how to communicate with families who do not speak English. They shared information on the website translation services as well as when to use interpreters. These things are already happening in SoWashCo, but procedures will be created.

5.0 **Information Items:**

5.1 First Reading of Proposed Policy Changes, presented by Julie Nielsen, Superintendent. There was no request for public comment. These policies will return at the August 21 Business Meeting for approval.

6.0 **Reports and Comments:** Superintendent Nielsen highlighted there are 25 days before student return. She noted summer learning ended, and Summer Kids Club wraps up at the end of August. Staff have been involved in meetings and trainings as we prepare for a new year. New staff and 2nd and 3rd year teachers return on August 18. She noted the upcoming parades in Newport, St Paul Park and Woodbury as well as construction updates.

Louise was impressed by the Community Education classes over the summer and Skoolie events with all the community collaborators.

7.0 **Future Meeting Dates**:
August 21, 2025 – School Board Business Meeting (DSC/6:00 p.m.)
September 4, 2025 - School Board Workshop Meeting (DSC/6:00 p.m.)

8.0 **Adjournment:** The meeting adjourned at 6:31pm.