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

ADMINISTRATIVE REPORT

DATE: August 21, 2025
TOPIC: 5.6-July 17, 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

July 17, 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, July 17, 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, Katie Schwartz, Eric Tessmer and Sharon Van Leer. Simi Patnaik was absent. Superintendent Julie Nielsen was present.

2.0 **Pledge of Allegiance**

3.0 **Approval of Agenda:** It was moved by Sharon Van Leer, seconded by Louise Hinz to approve the amended agenda, adding 7.6 2025-26 calendar adjustment. All in favor, none opposed, motion carried.

4.0 **Comments to the Board:** Ebonye Redwine addressed the board regarding spiritual practices at school.

5.0 **Consent Items**: It was moved by Sharon Van Leer, seconded by Eric Tessmer to approve the consent agenda. All in favor, none opposed, 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 June 26, 2024 School Board Business Meeting Minutes
5.7 Identified Official with Authority for Minnesota Department of Education
5.8 Cash Disbursements
5.9 SWCS Transitions Program Building Addition & Renovations
5.10 Stormwater Management Facilities
5.11 Cottage Grove and Lake Middle School Fire Protection Rebids
5.12 Authorization for Petty Cash 2025-26
5.13 Resolution Proposing Discipline of Employee
5.14 Extended Field Trips

6.0 **Information Items:**
6.1 Financial Update presented by Kris Blackburn, Director of Business Services. Ms. Blackburn shared the impact of the Legislative outcomes on the District budget.

7.0 **Action Items:**
7.1 Northeast Metro 916 FY27 Long Term Facilities Maintenance Program Budget presented by Kris Blackburn, Director of Business Services. It was moved by Sharon Van Leer, seconded by Eric Tessmer to approve the budget. A roll call vote was taken, all in favor, none opposed, motion carried.

7.2 FY27 Long-Term Facility Maintenance, Ten-Year Plan presented by Kris Blackburn, Director of Business Services. It was moved by Louise Hinz, seconded by Melinda Dols to approve the 10 year plan. A roll call vote was taken, all in favor, none opposed, motion carried.

7.3 Sale of General Obligation School Building & Facility Maintenance Bonds, Series 2026A, presented by Kris Blackburn, Director of Business Services. It was moved by Louise Hinz, seconded by Ryan Clarke to approve the sale. A roll call vote was taken, all in favor, none opposed, motion carried.

7.4 General Election of School Board Members & Calling School District Election presented by Kris Blackburn, Director of Business Services. It was moved by Sharon Van Leer , seconded by Louise Hinz to approve the resolution. A roll call vote was taken, all in favor, none opposed, motion carried.

7.5 Dissolve Woodbury High School Hockey Co-op presented by Kristine Schaefer, Assistant Superintendent. It was moved by Melinda Dols, seconded by Sharon Van Leer to dissolve the coop. All in favor, none opposed, motion carried.

7.6 Adjustment of 2025-26 Calendar, presented by Kristine Schaefer, Assistant Superintendent. It was moved by Ryan Clarke, seconded by Eric Tessmer to approve the change. All in favor, none opposed, motion carried.

8.0 **Superintendent Report:** Ms. Nielsen shared targeted services has 1000 enrolled students, there are 900 students enrolled with Kids Club and there are several camps, clinics and theater programs running in other schools. Skoolie is doing community events three nights per week and there are three community parades coming up in August. She also noted the ongoing construction project at many sites.

9.0 **Future Meeting Dates**:
August 7, 2025 - School Board Workshop Meeting (DSC/6:00p.m.)
August 21, 2025 - School Board Business Meeting (DSC/6:00p.m.)

10.0 **Adjournment:** The meeting adjourned at 6:32pm.