

ADMINISTRATIVE REPORT

DATE: November 20, 2025
TOPIC: 5.7-November 6, 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

November 6, 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, November 6, 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, Simi Patnaik, Katie Schwartz, Eric Tessmer and Sharon Van Leer. Louise Hinz was absent. Student School Board Representatives Téa Alvarenga, Andrew Chasteen and Matilda Samuel were present. Superintendent Julie Nielsen was present.

2.0 Pledge of Allegiance



- 3.0 **Approval of Agenda:** It was moved by Sharon Van Leer, seconded by Ryan Clarke to approve the agenda. All in favor, none opposed, motion carried.
- 4.0 **Student Board Representative Report:** Téa Alvarenga from Park High School reported on winter sports, national honor society, and noted athletes from each sport were invited to a leadership seminar. Andrew Chasteen from East Ridge High School reported on the construction process, new spaces for online students, which is keeping students out of hallways and their Fall theater show, Matilda. Melinda Samuel from Woodbury High School reported on the Mean Girls musical, early college applications and the Latino student union show on November 14th.
- 5.0 **Workshop Items:**
- 5.1 Strategic Plan Update presented by Ms. Julie Nielsen, Superintendent. She reviewed the strategic roadmap, shared Vision cards, the Desired Daily Experiences from students, staff and families as well as the districts' big district work.
- 5.2 Title IX presented by Mr. Ryan Clarke, School Board Director. He shared that the federal government found Minnesota in violation of Title IX. He cited there is risk of losing federal funds and proposed a resolution to follow federal rulings. A discussion was held and consensus was reached to not move this item to an action item at the School Board Business meeting.
- 6.0 **Information Items:**
- 6.1 Financial Update presented by Ms. Kris Blackburn, Director of Business Services. She shared the most updated information about the current status, expected results of the audit and future predictions.
- 6.2 Language Access Plan presented by Dr. Meghan Hickey, Executive Director of



Student Support Services and Mr. Shawn Hogendorf, Director of Communications. They shared the final plan and will return on November 20th for approval.

6.3 Academic Calendar 2026-27 presented by Ms. Julie Nielsen, Superintendent. She shared the details of the calendar. This will return November 20th for approval.

6.4 First Reading of Proposed Policy Changes presented by Ms. Julie Nielsen, Superintendent. These policies will return on November 20, 2025 for approval. There was no request to comment from the public.

- 7.0 **Reports and Comments:** Superintendent Nielsen highlighted the upcoming plays at the high schools, the November 18th all district advisory meeting, and that Administration is looking for a new graduation location since the University of Minnesota canceled our reservation for 2026.

Simi Patnaik wrote: *"The City of Woodbury has finished water treatment road construction around Lake Middle School and will be continuing construction next summer. The district and city are in touch to coordinate the various projects and minimize effects on residents. Central Park reopened officially on November 2, and the new building looks great - the school district space is on the lower level."*

- 8.0 **Future Meeting Dates:**
November 20, 2025 – School Board Business Meeting (DSC/6:00 p.m.)
December 11, 2025 – School Board Business Meeting (DSC/6:00 p.m.)

- 9.0 **Adjournment:** The meeting adjourned at 7:37pm.

