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

ADMINISTRATIVE REPORT

DATE: December 11, 2025
TOPIC: 6.6-November 20, 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 20, 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 20, 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, and Sharon Van Leer. Eric Tessmer 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 agenda. All in favor, none opposed, motion carried.

4.0 **Comments to the Board:** Linda Stanton spoke to the board about Title IX, Cathay Geister

and Pam Olson spoke to the Board about Office and Professional Employees International Union (OPEIU) labor negotiations.

5.0 **Consent Items**: It was moved by Sharon Van leer, seconded by Simi Patnaik, 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 October 23, 2025 School Board Business Meeting Minutes
5.7 November 6, 2025 School Board Workshop Meeting Minutes
5.8 Cash Disbursements
5.9 Language Access Plan
5.10 Lease Extension with Valley Creek Mall, LLC
5.11 Extended Field Trips
5.12 Middleton Elementary Renovation Bids
5.13 November 13, 2025 School Board Special Meeting Minutes

6.0 **Information Items:**
6.1 Construction Update presented by Dr. Tyrone Brookins, Assistant Superintendent, Alex Slocum, Construction Project Manager, Sal Bagley, WOLD Architects & Marc Dubois, KOMA Architects. They shared updates on the progress at East Ridge, Park and Woodbury High Schools and Red Rock Elementary School.

6.2 Lease Levy Update presented by Dr. Tyrone Brookins, Assistant Superintendent, Alex Slocum, Construction Project Manger and Marc DuBois, KOMA Architects. They shared updates on the Transitions Program Building.

7.0 **Action Items:**
7.1 Proposed Policy Changes presented by Ms. Julie Nielsen, Superintendent. It was moved by Melinda Dols, seconded by Sharon Van Leer to approve the changes. All in favor, none opposed, motion carried.

7.2 Academic Calendar 2026-27 presented by Ms. Julie Nielsen, Superintendent. It was

moved by Simi Patnaik, seconded by Louise Hinz to approve the calendar. All in favor, none opposed, motion carried.

7.3 Tentative Agreement with SWCPA South Washington County Principal Association presented by Ms. Abby Baker, Executive Director of Human Resources and Operations. It was moved by Sharon Van Leer, seconded by Simi Patnaik to approve the agreement. All in favor, none opposed, motion carried.

8.0 **Superintendent Report:** Superintendent Nielsen highlighted an upcoming test of the district's emergency communication system for staff and families, discussed the upcoming fall break (Nov. 26-28), highlighted the upcoming middle school information nights (Dec. 1 and Dec. 3) and elementary information night with a date to be decided in December, and discussed Give to the Max Day, encouraging people to consider giving to the SoWashCo CARES Education Foundation.

9.0 **Future Meeting Dates**:
December 11, 2025 - School Board Business Meeting (DSC/6:00p.m.)
January 8, 2026 - School Board Business & Workshop Meeting (DSC/6:00p.m.)

10.0 **Adjournment**