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

# ADMINISTRATIVE REPORT

**DATE:** January 22, 2026
**TOPIC:** 6.8-January 8, 2026 School Board Workshop 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

*January 8, 2026*

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, January 8, 2026. The meeting was called to order by Chair Katie Schwartz, at 6:07pm at the District Service Center, 7362 East Point Douglas Road South, Cottage Grove, MN 55016. School Board Members present: Elizabeth Bockman Eckberg, Ryan Clarke, Melinda Dols, Louise Hinz, Simi Patnaik, Katie Schwartz and Sharon Van Leer. 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 Simi Patnaik seconded by Louise Hinz to approve the agenda. All in favor, none opposed, motion carried.

4.0 **Student Board Representative Report**

Téa Alvarenga from Park High School noted registration for the upcoming school year is occurring at all 3 high schools. She shared Wolfpack Welcome occurred this week, which is the 8th grade orientation for incoming freshman. Current students volunteer to answer questions and meet new students. She highlighted their DECA Business club, noting they are having their first competition tomorrow morning. The club is open to all grades.

Andrew Chasteen from East Ridge High School noted they also had their Night of Opportunity for incoming freshman. He highlighted their Asian American student union hosted a Hmong New Year event with about 200 people attending. He also noted construction has been going well.

Matilda Samuel from Woodbury High School noted 2026 graduation ceremony location has been finalized and will be held at TCO Stadium on Friday June 5th for all three high schools. She highlighted the College Planning Day being held on Saturday, January 24th and that Key Club is hosting a blood drive on January 26th.

5.0 **Workshop Items:**

5.1 Teaching and Learning Math Report introduced by Ms. Kelly Jansen, Assistant Superintendent. Mr. Mark McIlmoyle Director of Teaching & Learning, Secondary, Ms. Jolaine Mast, Director of Teaching & Learning, Elementary, Ms. Laura Larsen, Elementary Supervisor and Mr. Ian Bronson, Secondary Supervisor, shared information about Student Performance Data, Secondary & Elementary Mathematics & Next Steps.

6.0 **Information Items**

6.1 Audit Results introduced by Ms. Kris Blackburn, Director of Business Services. Mr. Aaron Nielsen, Auditor from LB Carlson, shared the findings, noting the district is in compliance for the 2024-25 fiscal year. The results will return for approval at the January 22, 2026 meeting.

6.2 Proposed Policy Changes, presented by Ms. Julie Nielsen, Superintendent
There was no comment on the proposed policy changes. The policies will return for approval at the January 22, 2026 meeting.

7.0 **Reports and Comments:** Superintendent Nielsen reported on recent Immigration activity in our communities and how that affects our schools.

Melinda Dols wrote, *"At the December 2025 Board Meeting, 916 School Board members were presented with information related to the Assistive Technology services and devices that 916 provides within the district and to the 13 member districts. Districts/staff are able to check out a device to try for up to six weeks before purchasing a similar device in their own district. An overview of the Assistive Technology Library (ATL) was given, including information on the framework teams use to determine the assistive technology need for a student. The ATL currently has 2,965 items and last year, 749 items were checked out for a total 1,231 times.*

*School Board members viewed A Special Purpose: Special Education Pathways in Intermediate Districts. Here is the link if interested in viewing the docuseries. https://url.us.m.mimecastprotect.com/s/d-FYCQWKVDc5wZoJTxfYFG-S6Q?domain=email-link.parentsquare.com"*

Louise Hinz wrote, "*The focus of the December 2, 2025 Curriculum Advisory Committee meeting was on the kindergarten–fifth grade Social Studies resource that will be implemented in the 2026–27 school year."*

8.0 **Future Meeting Dates**:
January 22, 2026 – School Board Business Meeting (DSC/6:00 p.m.)
February 5, 2026 - School Board Workshop Meeting (DSC/6:00 p.m.)

9.0 **Adjournment:** The meeting adjourned at 7:53pm.