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

ADMINISTRATIVE REPORT

DATE: January 22, 2026
TOPIC: 6.7-January 8, 2026 School Board Business 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 6:00pm 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 Sharon Van Leer, seconded by Louise Hinz to approve the agenda. All in favor, none opposed, motion carried.

4.0 **Oath of Office**: Superintendent Nielsen administered the Oath to Elizabeth Bockman Eckberg, Louise Hinz, Katie Schwartz and Sharon Van Leer.

5.0 **Election of Officers:** Louise Hinz presented a motion for a slate of officers as follows:
Chair – Katie Schwartz
Vice Chair – Sharon Van Leer
Clerk – Simi Patnaik
Treasurer – Melinda Dols
It was seconded by Sharon Van Leer. Katie Schwartz, Sharon Van Leer, Simi Patnaik, Melinda Dols, Louise Hinz and Elizabeth Bockman Eckberg voted in favor, Ryan Clarke voted against, motion carried.

6.0 **Organizational Items for 2026:** It was moved by Simi Patnaik, seconded by Melinda Dols. All in favor, none opposed, motion carried.
6.1 Readopt School Board Policies and Regulations
6.2 Designate District Service Center as Meeting Site for the School Board
6.3 Appoint Director of Business Services as Assistant Treasurer
6.4 Resolution to Designate Bank Depositories
6.5 Resolution for Investment Authorization
6.6 Authorize Director of Business Services and Account Specialist to initiate Electronic Fund Transfers
6.7 Authorize Signatures for Petty Cash Checks
6.8 Authorize Early Claim Payments
6.9 Authorize use of Chair, Clerk and Treasurer Facsimile Signatures
6.10 Designate Pioneer Press as Official Newspaper
6.11 Authorize the Superintendent or Director of Business Services to execute contracts and Purchase Orders
6.12 Approval of Board's legal counsel and individuals authorized to contact
6.13 Approval of Board Compensation
6.14 Authorize Board Designees to enter into contracts for student activities
6.15 Designate 2026 committee assignments for School Board members.

7.0 **Adjournment:** The meeting adjourned at 6:07pm.