

## ADMINISTRATIVE REPORT

**DATE:** February 19, 2026  
**TOPIC:** 5.6-January 22, 2026 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

*January 22, 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 22, 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. Superintendent Julie Nielsen was present.
- 2.0 **Pledge of Allegiance**
- 3.0 **Approval of Agenda:** It was moved by Ryan Clarke, seconded by Simi Patnaik to approve the amended agenda, adding 8.4 Tentative Agreement with Office Professionals. All in favor, none opposed, motion carried.



4.0 **Student Highlights:** Assistant Superintendent Kristine Schaefer and Activities Director Sara Palodichuk highlighted East Ridge Swimmer, Logan Havermann. She took first place the past two years in swimming events. Ms. Palodichuk shared the District Thunderbolts Soccer team took second place this year. Three players made an all-star team. Debate Public Forum team took first place this past weekend.

5.0 **Comments to the Board:** None.

6.0 **Consent Items:** It was moved by Sharon Van Leer, seconded by Louise Hinz, to approve the consent agenda. All in favor, none opposed, motion carried.

6.1 Retirements, Resignations and Terminations

6.2 Leaves of Absence

6.3 New Employees/Change of Status

6.4 Electronic Fund Transfers

6.5 Resolution to Accept Gifts

6.6 December 11, 2025 School Board Business Meeting Minutes

6.7 January 8, 2026 School Board Business Meeting Minutes

6.8 January 8, 2026 School Board Workshop Meeting Minutes

6.9 December Cash Disbursements

6.10 Extended Field Trips

6.11 Bids for Fiber Optic Construction

6.12 Bids for Internet Service

6.13 Bids for Fiber Optic Locate Services

6.14 Bids for Network Switch

6.15 Bids for Grey Cloud Elementary School Renovations

6.16 Bids for Bailey Elementary School Renovation

7.0 **Information Items:**

7.1 Construction Update, presented by Dr. Tyrone Brookins, Assistant Superintendent and Alex Slocum, Construction Project Manager. They shared updates to each site and timelines.

8.0 **Action Items:**

8.1 FY 2024-25 Audit Results, presented by Ms. Kris Blackburn, Director of Business Services.



It was moved by Simi Patnaik, seconded by Melinda Dols to approve the results. All in favor, none opposed, motion carried.

8.2 Proposed Policy Changes, presented by Ms. Julie Nielsen, Superintendent. It was moved by Sharon Van Leer, seconded by Louise Hinz to approve the changes. All in favor, none opposed, motion carried.

8.3 Amending Resolution relating to General Obligation School Building & Facilities Maintenance Bonds Series, 2026A, presented by Ms. Kris Blackburn, Director of Business Services. It was moved by Simi Patnaik, seconded by Sharon Van Leer to approve the Resolution. A roll call vote was taken, all in favor, none opposed, motion carried.

8.4 Tentative Agreement with Office Professionals, presented by Mr. Mike Mullaney, Director of Human Resources. It was moved by Louise Hinz, seconded by Melinda Dols to approve the agreement. All in favor, none opposed, motion carried.

9.0 **Superintendent Report:** Ms. Nielsen reported on student safety. If families need learning accommodations, they should reach out to their principal. She noted the Morris Leatherman Group is completing a survey of community members that is done every three years. She noted school will be closed on January 23rd due to extreme temperatures causing safety and mechanical problems with buses.

10.0 **Future Meeting Dates:**  
February 5, 2026 - School Board Workshop Meeting (DSC/6:00p.m.)  
February 19, 2026 - School Board Business Meeting (DSC/6:00p.m.)

11.0 **Adjournment:** The meeting adjourned at 6:38pm.

