

ADMINISTRATIVE REPORT

DATE: June 25, 2026
TOPIC: 5.6-May 21, 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

May 21, 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, May 21, 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: Ryan Clarke, Louise Hinz, Simi Patnaik, Katie Schwartz, and Sharon Van Leer. Elizabeth Bockman Eckberg and Melinda Dols were 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 Simi Patnaik to approve the agenda. All in favor, none opposed, motion carried.*
- 4.0 *Student District Ambassadors: Superintendent Nielsen introduced students who represent their schools on the District Ambassador group. They introduced themselves and shared a*



few things they enjoyed over the past year in their roles.

5.0 *Comments to the Board: None.*

6.0 *Consent Items: It was moved by Sharon Van Leer, seconded by Louise Hinz. 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 April 23, 2026 School Board Business Meeting Minutes

6.7 May 7, 2026 School Board Workshop Meeting Minutes

6.8 Cash Disbursements

6.9 Extended Field Trips

7.0 *Information Items: None.*

8.0 *Action Items:*

8.1 Release of Long-Term Substitute Teachers, presented by Ms. Abby Baker, Executive Director of Human Resources & Operations. It was moved by Sharon Van Leer, seconded by Simi Patnaik. A roll call vote was taken. All in favor, none opposed, motion carried.

8.2 Kids Club Supervisor Contract presented by Ms. Abby Baker, Executive Director of Human Resources & Operations. It was moved by Louise Hinz, seconded by Sharon Van Leer. All in favor, none opposed, motion carried.

8.3 Bus Mechanic Contract introduced by Ms. Abby Baker, Executive Director of Human Resources & Operations. It was moved by Simi Patnaik, seconded by Ryan Clarke. All in favor, none opposed, motion carried.

9.0 *Superintendent Report: Ms. Nielsen reported on the quarterly mailing recently sent and the Employee Recognition event last week. She also highlighted the senior award ceremonies she's been attending, upcoming graduation ceremonies and the celebration of the 100th birthday of a gentleman who participates in our senior center programming.*





10.0 *Future Meeting Dates:*

June 11, 2026 – School Board Workshop Meeting (DSC/6:00p.m.)

June 25, 2026 – School Board Business Meeting (DSC/6:00p.m.)

11.0 *Adjournment: The meeting adjourned at 6:21pm.*

