

ADMINISTRATIVE REPORT

DATE: July 16, 2026
TOPIC: 5.6-June 25, 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

June 25, 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, June 25, 2026. The meeting was called to order by Vice Chair Sharon Van Leer, 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 and Sharon Van Leer. Katie Schwartz was absent. Superintendent Julie Nielsen was present.
- 2.0 **Pledge of Allegiance**
- 3.0 **Approval of Agenda:** It was moved by Simi Patnaik, seconded by Melinda Dols to approve the agenda. All in favor, none opposed, motion carried.
- 4.0 **Comments to the Board:** None.



5.0 **Consent Items:** *It was moved by Simi Patnaik, seconded by Louise Hinz. 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 *May 21, 2026 School Board Business Meeting Minutes*

5.7 *June 11, 2026 School Board Workshop Meeting Minutes*

5.8 *Cash Disbursements*

5.9 *Extended Field Trips*

5.10 *Independent Employee Terms and Conditions of Employment*

5.11 *Miscellaneous Wage Sheet*

6.0 **Information Items:**

6.1 *Activities and Athletics Highlights, introduced by Ms. Kristine Schaefer, Assistant Superintendent. Activities Directors Phil Kuemmel, Park High School, Sara Palodichuk, East Ridge High School and Principal Sarah Sorenson Wagner from Woodbury High School shared their highlights from the 2025-26 school year.*

7.0 **Action Items:**

7.1 *Proposed Policy Changes presented by Ms. Julie Nielsen, Superintendent. It was moved by Louise Hinz, seconded by Ryan Clarke to approve the policies. All in favor, none opposed, motion carried.*

7.2 *Guiding Change Document presented by Ms. Julie Nielsen, Superintendent. It was moved by Melinda Dols, seconded by Elizabeth Bockman Eckberg to approve the document. All in favor, none opposed, motion carried.*

7.3 *2026-27 Preliminary Budget presented by Ms. Kris Blackburn, Director of Business Services. It was moved by Ryan Clarke, seconded by Louise Hinz to approve the Budget. All in favor, none opposed, motion carried.*

7.4 *Northeast Metro 916 FY28 Long Term Facility Maintenance Program Budget presented by Ms. Kris Blackburn, Director of Business Services. It was moved by Simi Patnaik,*



seconded by Louise Hinz to approve the NE Metro LTFM Budget. A roll call vote was taken. All in favor, none opposed, motion carried.

7.5 FY28 Long Term Facility Maintenance Ten-Year Plan presented by Ms. Kris Blackburn, Director of Business Services. It was moved by Simi Patnaik, seconded by Ryan Clarke to approve the plan. A roll call vote was taken. All in favor, none opposed, motion carried.

7.6 Woodbury High School Girls Hockey Co-op Dissolution presented by Ms. Kristine Schaefer, Assistant Superintendent. It was moved by Melinda Dols, seconded by Simi Patnaik to approve the dissolution. All in favor, none opposed, motion carried.

7.7 Minnesota State High School League Membership presented by Ms. Kristine Schaefer, Assistant Superintendent. It was moved by Simi Patnaik, seconded by Ryan Clarke to approve the membership. A roll call vote was taken. All in favor, none opposed, motion carried.

7.8 Tentative Agreement with Paraprofessionals presented by Ms. Abby Baker, Executive Director of Human Resources & Operations. It was moved by Simi Patnaik, seconded by Louise Hinz to approve the agreement. All in favor, none opposed, motion carried.

7.9 Tentative Agreement with Maintenance presented by Ms. Abby Baker, Executive Director of Human Resources & Operations. It was moved by Ryan Clarke, seconded by Louise Hinz to approve the agreement. All in favor, none opposed, motion carried.

7.10 Tentative Agreement with District Office Support Specialists presented by Ms. Abby Baker, Executive Director of Human Resources & Operations. It was moved by Louise Hinz, seconded by Simi Patnaik to approve the agreement. All in favor, none opposed, motion carried.

8.0 Superintendent Report: *Ms. Nielsen shared information on weather with extreme heat and the impacts to summer programming. She also highlighted kids club and Skoolie Days for*





free family fun. She also noted Strawberry fest parade and the parades they will participate in.

9.0 **Future Meeting Dates:**

July 16, 2026 – School Board Business Meeting (DSC/6:00p.m.)

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

10.0 **Adjournment.** *The meeting adjourned at 7:21pm.*

