

ADMINISTRATIVE REPORT

DATE: September 24, 2026
TOPIC: 5.7-September 10, 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

September 10, 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, September 10, 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 absent.
- 2.0 **Pledge of Allegiance**
- 3.0 **Approval of Agenda:** It was moved by Ms. Sharon Van Leer seconded by Ms. Simi Patnaik to approve the agenda. All in favor, none opposed, motion carried.



4.0 **Workshop Items:**

4.1 Summer Program Updates, introduced by Mr. Jake Winchell, Director of Community Education. Ms. Amy Brengman, Out of School Time Manager, Ms. Melissa Cox, Teaching and Learning Coordinator, Ms. Darbie Johnson, Community Education Operations Manager, Ms. Nicole Loch, Supervisor of SoWashCo Headwaters Life Skills Program and Ms. Ashley Ruka, Principal at SoWashCo Alternative High School shared highlights from their program areas.

4.2 2026-27 Strategic Plan Priorities was introduced by Assistant Superintendent, Ms. Kristine Schaefer. Ms. Kelly Jansen, Assistant Superintendent, Ms. Kris Blackburn, Director of Business Services and Mr. Shawn Hogendorf, Director of Communications shared the 2026-27 district priorities for the upcoming school year.

5.0 **Information Items:**

5.1 Financial Update presented by Ms. Kris Blackburn, Director of Business Services. She shared information on the preliminary tax levy for taxes payable in 2027

5.2 Monthly Budget Adjustment Update presented by Ms. Kelly Jansen, Assistant Superintendent and Ms. Kris Blackburn, Director of Business Services. They shared information on the budget adjustment process and planning for the next five years. They shared the goals, timeline and dates for community input and information.

5.3 First Reading of Proposed Policy Changes presented by Dayna Pottratz, Executive Assistant to the Superintendent and School Board. Policy 520 will not return for approval until additional information is received and clarified from legal counsel. There was no request for public comment. The remaining policies will return on September 24, 2026 for approval.

6.0 **Reports and Comments:** The Assistant Superintendents shared information on the first week of school. Dr. Tyrone Brookins shared information on the Elementary Schools, Ms. Kelly Jansen shared information on the Middle Schools and Ms. Kristine Schaefer shared information on the High Schools and Headwaters Life Skills Program. Ms. Schaefer requested families be patient with transportation. They are learning new routes and



working around road construction.

Louise Hinz wrote:

ASSOCIATION OF METRO SCHOOL DISTRICTS (AMSD)

We heard an informative update on the effort to pass the State Constitutional amendment to modernize distributions from the Permanent School Fund.

We were updated on the work of the Blue Ribbon Commission on Special Education and the Compensatory Revenue Task Force.

Melinda Dols wrote:

916 Report:

- *54 new 916 team members were welcomed at the August new employee orientation.*
- *The School Board approved the agreement with Mahtomedi Schools to serve as the ALC and provide credit recovery at 916 Mahtomedi Academy.*
- *916 will host a Title IX training by Kristin Nierengarten for member districts on Sept 25th.*
- *Superintendent Boe is initiating a study to evaluate current 916 programming and services against the evolving needs of member districts. The review will ensure long-term sustainability and fiscal stewardship.*

7.0 Future Meeting Dates:

September 24, 2026 – School Board Business Meeting (DSC/6:00 p.m.)

October 8, 2026 – School Board Workshop Meeting (DSC/6:00 p.m.)

8.0 Adjournment: The meeting adjourned at 7:19pm.

