



Independent School District No. 834 – Stillwater Area Public Schools
Video Conference
June 11, 2020 – 6:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 6:11 p.m.
- II. **Roll Call:** Present: Sarah Stivland, chair; Shelley Pearson, vice chair; Mike Ptacek, clerk; Tina Riehle, treasurer; Mark Burns, director; Jennifer Pelletier, director; Liz Weisberg, director; Superintendent Pontrelli, ex-officio.

III. **Approval of the Agenda**

Motion to approve the agenda by Member Weisberg; seconded by: Member Pearson; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

IV. **Superintendent Report**

- Racism in our society
- Recognize district retirees
- Senior class graduation parade

V. **Open Forum**

1. Josiah Hill – Pandemic and racism
2. Kristie Mack – Stillwater – Concerns with social media and bus garage
3. Astein Osei – 4910 Vallacher Ave – Superintendent support
4. Sandi Hayner – 1357 Lydia Circle – Separation agreement support
5. DeeDee Armstrong – 3085 St Croix Tr – Separation agreement support
6. Jeff Anderson – 119 W Chestnut St – Support leadership and the Superintendent
7. Julie Gruendemann – 10840 105th St N – Separation agreement support
8. Matthew Cooper – 3806 Kindred Way –Support of the Superintendent
9. Melanie Zahler – 630 Main St – Superintendent separation agreement support
10. Peggy Franklin – Lake Elmo – Pony Pride Graduation Parade
11. Rosetta Peters – 171 5th St – Separation agreement with Employee A and racism in the schools support
12. Jen Sterner – 1132 Sunset Bay – Separation agreement from Employee A
13. Carolyn Zieske – Leadership stability in uncertain times
14. Michelle Deziel – 2783 Legion Ave N – Equity and support for Superintendent Pontrelli
15. Jim Franklin – 642 Midwest Trail PI N – Board missed opportunities

VI. **Consent Agenda**

- A. Minutes of May 28, 2020 Regular Meeting
- B. Disbursement Register May 30 – June 12, 2020
- C. Human Resources Personnel Report
- D. 2020 District 834 Census
- E. JPA Mahtomedi Nutrition Services Contract
- F. NE Metro 916 ECFC Nutrition Services Contract
- G. Pankalo 916 Nutrition Services Contract
- H. St. Croix Catholic Schools Nutrition Services Contract
- I. Skyward Student Information System Finance and HR
- J. Northeast Metro 916 Long-Term Facility Maintenance Levy
- K. City of Oak Park Heights Parking Permission

Motion by Member Riehle to approve the consent agenda items; Second by: Member Pearson

Motion amended by Member Stivland to approve only items A, D, E, F, G, H, and I; Second: by Member Ptacek; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

Motion by Member Ptacek to approve consent agenda items B and C; Second by: Member Pearson; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

Motion by Member Riehle to approve consent agenda items J and K; Second by: Member Burns; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

VII. Reports

A. Distance Learning/COVID-19 Update

- Coronavirus Aid, Relief and Economic Security Act will provide \$500,000 funding to SAPS
- Review of summer programming
- Timeline for Summer Success planning
- Food support
- Planning underway for learning in the fall
- Professional development support for teachers for a hybrid/blended learning or distance learning environment

B. Distance Learning Professional Development

Ms. Rachel Larson reported on the preparation for the 2020-2021 school year within the COVID-19 pandemic requirements. Need to be ready for unknown variables which impact the learning environments and experiences for students and families. Three different scenarios will be planned during the summer: Hybrid Learning, a combination of online and on-campus learning; Distance Learning, similar to what has been doing this spring but with more rich online learning experiences; and Traditional Learning, our regular school day with modifications for social distancing.

There is a need to offer additional days to staff to ensure they are prepared to successfully start the year and teach within either a Hybrid or Distance Learning environment. A request in the amount of \$386,958 will come before the board on June 25 that all SCEA staff have the opportunity to engage in four days of learning and preparation before Monday, August 24. (Professional Development, Days 1 & 2; Curriculum and Assessment Planning, Days 3 & 4). The Learning and Innovation Department, Technology Integration Specialists, and Instructional Coaches will all help develop and facilitate professional development. The Learning and Innovation Department, Administration, and Instructional Coaches will assist with curriculum planning and writing.

C. Other Post Employee Benefits (OPEB) Levy

Dr. John Thein shared with the school board the district's OPEB liability, use of the trust, use of the general fund and potential to levy for OPEB. Direction on the district levying for OPEB and the dollar amount the district is requesting for the 2020 Payable 2021 levy cycle. A copy of the estimated tax impact was provided for review. This will come to the June 25 meeting for approval.

D. Long Term Facilities Maintenance 10 Year Plan – 2020-21 Fiscal Year 2021

Dr. John Thein and Mr. Willger provided a comprehensive list of projects that qualify for long-term facility maintenance funding. The listed items will be prioritized to create information needed to complete the required Long-Term Facilities Maintenance application. The Long-term Facility Maintenance application must include a Long-term Facilities Maintenance Revenue Application – Ten Year Expenditure, Long-Term Facility Maintenance Revenue Projection, Statement of Assurances and School Board resolution/meeting minutes adopting the LTFM ten-year plan.

To qualify for a 2021 payable property tax levy, the 2022 Ten Year Plan must be adopted and submitted to the Department of Education. This will come before the board at the June 25 meeting for approval.

E. First Reading of Policy 533 – Wellness

Director Burns shared the annual review for this policy has one change. An MDE audit reviewed the policy indicating we are going above and beyond, but requested that we include a statement regarding marketing of “smart snacks”. The statement added comes from the MSBA model. This policy will come for second review at the next Board meeting.

VIII. Action Items

A. Read Well by Third Grade

Ms. Karen Latterell presented the Read Well by Third Grade Plan at the May 28, 2020 school board meeting. The plan has been revised to reflect updated information regarding interventionists trained in Orton-Gillingham. By mid-June, 100% of our reading interventionists will be trained in level one Orton-Gillingham. Questions from three board members were received and responses were sent on June 5th.

Minnesota Statutes, section 120B.12 (Read Well by Third Grade) on reading proficiency for all students in Kindergarten through Grade 3 requires approval and submission of this plan. Approval and submission of this data is required of all Minnesota districts and charter schools that enroll students in grades K-3 and is due by July 1. This plan must reflect required components of the World’s Best Workforce legislation, Minnesota Statutes, section 120B.11, and is required to receive Literacy Incentive Aid as provided by Minnesota Statutes, section 124D.98.

Motion by: Member Pelletier to approve the Read Well by Third Grade plan as presented; Second by: Member Weisberg; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

B. 2020-21 Preliminary Budget

Dr. Thein presented the 2020-2021 Preliminary Budget at the May 14, 2020 and May 28, 2020 board meetings. Dr. Thein gave a summary of the COVID possible financial impact on the general fund and the current year as well as potential impacts to the general fund budget. The Board is required by law to adopt a preliminary budget by June 30, 2020. A copy of the 2020-21 Preliminary Budget was provided for review.

Motion by Member Ptacek to approve the 2020-2021 preliminary budget; Second by Member Weisberg; Vote: 7 ayes, 0 nays. Motion Carried Unanimously.

C. Oak Land Middle School Pool Ceramic Tile Project

Mr. Tony Willger and Dr. Thein reported the OLMS pool wall tile project was given as a report at the April 9, 2020 board meeting. The project went back out for bids to keep it fair since the first bids did not all include prepping of the tile. The pool wall tile was loose and has been removed. Contractors have been able to review the current condition of the walls to provide pricing for installing replacement wall tile. The budget for this project is \$85,000 and will be funded by the FY 2021 Long-Term Facilities Maintenance fund. Three proposals for the project were received on June 2, 2020. The lowest proposal is from Market and Johnson Inc. of Oakdale, MN for a total of \$97,569. BWBR Architects recommends awarding the project to them. Market and Johnson Inc. is currently contracted for the 2020 District Wide Renovation project.

Motion by: Member Pelletier to approve the Oak-Land Middle School pool wall tile replacement be awarded to Market and Johnson Inc.; Second by: Member Burns; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

D. Renewal of Teachers on Call Contract

Ms. Cathy Moen reported that a request for proposals was completed in February and March 2020 for substitute staffing services. Proposals were received from three companies including ESS (Educational Services Staffing), Parallel, and Teachers on Call. The Teachers on Call proposal was lower than both of the other proposals and guaranteed for a period of three years; ESS’ proposal was 4.5% higher and Parallel’s proposal was 6% higher. A summary of information related to the three proposals was provided to the board. Administration is requesting approval of the contract with Teachers on Call for the period of July 1, 2020 through June 30, 2023.

Motion by: Member Pelletier to approve the contract with Teachers on Call for the period of July 1, 2020 through June 30, 2023; Second by Member Pearson; Vote 7 ayes, 0 nays, Motion Carried Unanimously.

- E. Final Reading of Policy 428 – Employee Technology and Internet Access and Acceptable Use
Director Burns shared there were no changes made since the last reading.

Motion by Member Ptacek to approve Policy 428 – Employee Technology and Internet Access and Acceptable Use; Second by: Member Riehle; Vote: 7 ayes, 0 nays, Motion Carried Unanimously

- F. Final Reading of Policy 524 – Student Technology and Internet Access and Acceptable Use
Director Burns indicated there have been no changes made since the last reading.

Motion by Member Riehle to approve Policy 524 – Student Technology and Internet Access and Acceptable Use; Second by: Member Weisberg; Vote: 7 ayes, 0 nays, Motion Carried Unanimously

- G. Final Reading of Policy 506 – Student Discipline
Director Burns indicated this is a policy that is reviewed annually. There have been no changes made since the last reading.

Motion by Member Riehle to approve Policy 506 – Student Discipline; Second by: Member Weisberg; Vote: 7 ayes, 0 nays, Motion Carried Unanimously

- H. Final Reading of Policy 514 – Bullying Prohibition
Director Burns indicated this policy was up for annual review. There have been no changes since the last reading

Motion by Member Stivland to approve Policy 514 – Bullying Prohibition; Second by: Member Riehle; Vote: 7 ayes, 0 nays, Motion Carried Unanimously

- I. Separation Agreement with Employee A
A separation agreement for employee A was provided to school board members on June 4, 2020.

Motion by Member Weisberg to approve a separation agreement with employee A; Second by Member Riehle; Vote: 5 ayes (Pearson, Ptacek, Riehle, Stivland, Weisberg), 2 nays (Burns, Pelletier), Motion Carried.

IX. Board Reports

- A. Board Member Reports:
1. Chair Stivland acknowledge the voice from students and community members sharing stories of racial bias and equity issues.
- B. Working Group Reports
1. Finance and Operations – A meeting was held today where Mr. John Perry presented a project in the works using a school safety grant of \$300,000 for door prop sensors. The budget was reviewed with Dr. Thein as well as discussion on the Stagecoach contract. MTN hired most of MN Centrals staff.
 2. Legislative – AMSD will hold a virtual conference on June 17 regarding Relmagine MN: Equity and Excellence for all students. MDE is also surveying the public regarding the lessons learned from Distance Learning.
 3. Policy – Meeting on June 16.
- C. Board Member Reports
1. Director Pearson – Addressed the students and families regarding the racial inequities and welcomes conversations. Announced she will resign her seat on the board at the July 23 meeting.

X. Adjournment

- A. The meeting adjourned formally at 9:55 p.m.

Respectfully submitted, Mike Ptacek, Clerk