



Independent School District No. 834 – Stillwater Area Public Schools
Stillwater City Hall, 216 North Fourth St, Stillwater, MN
February 6, 2020 – 6:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 6:01 p.m.
- II. **Roll Call:** Present: Sarah Stivland, chair; Shelley Pearson, vice chair; Tina Riehle, treasurer; Mike Ptacek, clerk; Mark Burns, director; Jennifer Pelletier, director; Superintendent Pontrelli, ex-officio. Absent: Liz Weisberg, director
Student Representatives: Elise Riniker and Khuluc Yang
- III. **Pledge of Allegiance:** Chair Stivland led the Pledge of Allegiance.
- IV. **District Mission and School Board Goals:** The mission statement was read by Director Riehle and the goals were read by Director Burns.
- V. **Approval of the Agenda**
Motion to approve the agenda by Member Burns; seconded by: Member Riehle, Vote: 6 ayes, 0 nays, Motion Carried Unanimously.

VI. **Superintendent Report**

- Partnership Plan has agreed to help fund a curriculum position for the Pathways Program.
- SEC Festival was held this past Monday evening.
- Community concerns on the Bus Terminal.
- February is “I Love to Read” Month. Read to the 5th grade class at Stonebridge.
- Check out the social emotional learning video featuring our elementary staff on the district website.

VII. **Introductory Items**

- A. Student Representative Report:
Elise Riniker: Saturday snowball dance; various athletic activities and successes were shared.
Khuluc Yang: Underclassman visited teacher’s classes of possible courses they would take next year; Next week Student Council has their biggest event as it is BLAST week.
- B. District Recognition – Superintendent Pontrelli welcomed the staff and students who participated in the Nobel Conference with the theme on climate change and sustainability. Students shared their experience at the conference.

VIII. **Open Forum**

- 1. Kristie Smith – Gave time to next speaker.
- 2. Kathy Harvieux – Oakgreen Ave, Baytown – Concerns with the bus garage mistakes
- 3. Julie Gruendemann – 105th St N, Stillwater – District bus garage concerns
- 4. Aaron Bye – Baytown – CDT is a recommending body to the board.
- 5. Michelle Deziel – 2783 Legion Ave N, Lake Elmo – Applaud the district implicit bias training
- 6. Melanie Zahler - Stillwater – Concerns of the bus terminal

7. Dianne Polasik – Stillwater Township – Thank Administration for giving students the opportunity to go to the Nobel Conference. Doing good things with the Achievement and Integration program.
8. Kate Niemann – Concern with Chair Stivland self-appointing herself to the Intermediate District 916.
9. Carl Blondin – Stillwater – Bus garage concerns mentioned by previous speakers contained incorrect statements.

IX. Consent Agenda

- A. Minutes of January 23, 2020 Business Meeting
- B. Disbursement Register January 25-February 7, 2020
- C. Human Resources Personnel Report
- D. Non MN Resident Tuition Agreement

Motion by: Member Ptacek to approve the agenda; Second by: Member Pearson; Vote: 6 ayes, 0 nays, Motion Carried Unanimously.

X. Reports

- A. 2021 – 2024 Achievement and Integration Plan

Ms. Larson and Mr. Anderson reported to the board the three-year Achievement and Integration plan (July 1, 2020 to June 30, 2023). MDE requires that district's Achievement and Integration Plans be submitted by March 15, 2020. The purpose of Achievement and Integration are to pursue racial and economic integration, increase student achievement, create equitable educational opportunities and reduce academic disparities based on students' racial, ethnic and economic backgrounds. The district receives funding from the state of Minnesota to support voluntary integration and provide opportunities for professional learning, family and community engagement, college and career readiness and student programming. The report also included a timeline, revenue and budget information, plan highlights and the 2020-23 plan overview. The plan is one component of a bigger system within the school framework. AVID's budget has no impact on the general budget.

- B. Demographic Study Quotes

Ms. Hoheisel presented that at the January 15, 2020 School Board Work Session, consideration was given to procure services to complete a demographic study. Two vendors were contacted to provide demographic study proposals. This week there was a request to also contact TeamWorks as a third option and that additional proposal was provided to the board and included on the district website. The study would provide the district with an enrollment forecast for the next seven years. The three proposals for review include:

- Hazel Reinhardt Consulting Services - \$19,250
- Davis Demographics - \$23,750
- TeamWorks - \$15,000

Ms. Hoheisel reviewed the various components and costs for each of the demographer proposals. A request was made to check references for each of the companies. Action will be requested at the February 20 board meeting.

XI. Action Items

- A. Final Reading: 521 - Student Disability Nondiscrimination

Member Burns indicated that the policy was reviewed to ensure all language is appropriate for students with disabilities throughout the policy. The contact coordinator at the end of the policy was also updated. No other changes were made since the previous meeting.

Motion by: Member Pelletier to approve Policy 521 and remove old Policy R 1.3.3; Second by: Member Pearson; Vote: 6 ayes, 0 nays; Motion Carries Unanimously.

- B. Appointment of District Consultants for 2020

Superintendent Pontrelli shared with administration's recommendations for appointing consultants for the 2020 calendar year. Of note is that Laura Booth of Booth Law has moved to the law firm of Ratwik, Roszak and Maloney. The district has worked with this list of consultants for several years to help care for the human, financial and facility resources of the district.

RFP for architectural services is going out soon and financial auditors are also currently being reviewed. Recommend that this type of list be a part of the organizational meeting in the future. Indicate on the list the current vendors/consultants and replace as RFP's are completed and acknowledge these are the vendors being used in the moment of time. Request made that the list be sent to the Finance Working Group to update and bring back to the board for action.

Motion made by Member Pelletier to table until the information is updated; Second by Member Burns. Vote: 6 ayes; 0 nay, Motion Carries Unanimously.

C. Change in Elementary Start/Stop Times for 2020-2021

Dr. McDowell reported to the board that beginning the 2020-21 school year administration would like all elementary schools changed to a 8:45 am to 3:15 pm daily schedule. The change will increase the efficiency and effectiveness of scheduling across all elementary schools, and will potentially have a positive impact on transportation costs. Currently all elementary schools except for Stonebridge have a daily schedule of 8:40 am to 3:10 pm. This will also help with specialists traveling to the various schools. There are is no impact on the schools which are in the third tier.

Motion by: Member Riehle to approve that beginning the 2020-2021 school year, all elementary schools change to 8:45 am to 3:15 pm for the daily schedule; Second by: Member Burns; Vote: 6 ayes, 0 nays, Motion Carried Unanimously

XII. Board Reports

A. Board Chair Report

- Intermediate District 916 Foundation Gala is scheduled on February 21.
- Cambia Hills is a new inpatient pediatric mental health facility having an open house on March 25.
- Governor Waltz proclaimed this month as career and technical educational month.

B. Working Group Reports

1. Community Engagement – No meeting held.
2. Finance and Operations – Director Riehle – Meeting held on January 30. Working on auditor RFPs, next meeting dedicated to score and rank RFPs, discussed transportation proposals, and proceeding with negotiations. Future meetings were scheduled.
3. Legislative – Director Ptacek welcomes Member Burns and Member Pearson. AMSD legislative session Friday morning.
4. Policy – Director Burns indicated meeting is scheduled for February 10.

C. Board Member Reports

1. Director Pelletier – Invited to grand opening for Valley Library in Afton. Attended MSBA conference. PTA parent brought in University of Minnesota wrestlers to read at Lake Elmo Elementary.
2. Director Pearson – No report.
3. Director Ptacek – January 24 attended the SEE membership meeting with Sarah and Tina.
4. Director Riehle – Meeting Friday with Principal Gorde and visiting Lake Elmo. Thankful and learning a lot from the liaison program.
5. Director – Burns – January 29 attended “Change the Game Conference” put on by Special Olympics MN which promotes inclusion in schools. SAHS has the Trust Club peer groups meeting with special education students.

XIII. Adjournment

Motion by Member Stivland to move to go into closed session pursuant to Minn. Stat. § 13D.05, Subd. 3(b), for an attorney-client privileged discussion regarding litigation options to address EN Properties, LLC's failure to perform certain terms of the purchase agreement and the City's related denial of an amendment to the bus terminal CUP.

Motion seconded by: Member Ptacek. Vote: 6 ayes; 0 nays. The meeting adjourned at 8:46 p.m. to closed session.

Respectfully submitted, Mike Ptacek, school board clerk.