



Independent School District No. 834 – Stillwater Area Public Schools
Stillwater City Hall, 216 North 4th Street, Stillwater, MN
January 9, 2020 – 6:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 6:00 p.m.
- II. **Roll Call:** Present: Mike Ptacek, chair; Shelley Pearson, vice chair; Liz Weisberg, treasurer; Sarah Stivland, clerk; Mark Burns, director; Jennifer Pelletier, director; Tina Riehle, director; Superintendent Pontrelli, ex-officio.
Student Representative: Khuluc Yang
- III. **Pledge of Allegiance:** Khuluc Yang led the Pledge of Allegiance.
- IV. **District Mission and School Board Goals:** The mission statement was read by Director Pelletier and the goals were read by Director Burns.
- V. **Approval of the Agenda**

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

VI. Board Organization

Motion to keep the past process in place by Member Weisberg; Second by: Member Stivland, Vote: 4 ayes (Weisberg, Stivland, Pearson, Riehle), 3 nays (Ptacek, Burns, Pelletier). Motion Carried.

A. Election of Board Chair

Motion by Member Weisberg to nominate Member Stivland as board chair; Second by Member Riehle; Member Stivland accepted the nomination.

Motion by Member Burns to nominate Member Ptacek as board chair; no second, motion fails.

Motion by Member Pelletier to nominate Member Pearson as board chair; Second by Member Burns; Member Pearson accepted the nomination.

Vote: 4 votes for Member Stivland (Weisberg, Riehle, Stivland, Ptacek) 3 votes for Member Pearson (Burns, Pelletier, Pearson). Member Stivland elected board chair for 2020.

B. Election of Vice Chair Person

Motion by Member Weisberg to nominate Member Riehle as vice chair; no second, motion fails.

Motion by Member Pelletier to nominate Member Pearson as vice chair; Second by Member Burns; Member Pearson accepted the nomination.

Motion by Member Weisberg to nominate Member Ptacek as vice chair; Second by Member Riehle; Member Ptacek accepted the nomination.

Vote: 4 votes (Burns, Pelletier, Pearson, Stivland) for Member Pearson, 3 votes for Member Ptacek (Riehle, Ptacek, Weisberg). Member Pearson elected vice chair for 2020.

C. Election of Clerk

Motion by Member Weisberg to nomination Member Ptacek as clerk; Second by Member Riehle; Member Ptacek accepted the nomination.

Motion by Member Burns to nominate himself; Second by Member Pelletier.

Vote: 5 votes (Weisberg, Riehle, Stivland, Ptacek, Pearson) for Member Ptacek; 2 votes (Burns, Pelletier) for Member Burns; Member Ptacek elected clerk for 2020.

D. Election of Treasurer

Motion by Member Pearson to nominate Member Burns as treasurer; Second by Member Pelletier; Member Burns accepted the nomination.

Motion by Member Weisberg to nominate Member Riehle as treasurer; Second by Member Stivland; Member Riehle accepted the nomination.

Vote: 4 votes (Weisberg, Riehle, Stivland, Ptacek) for Member Riehle; 3 votes (Burns, Pearson, Pelletier) for Member Burns. Member Riehle elected treasurer for 2020.

Recess 6:30-6:34 p.m.

VII. Superintendent Report

Superintendent Pontrelli reported:

- Community Engagement Workgroup met today and continues to connect with the senior population and planning for the upcoming Community Design Team meeting.
- Met with the Mayor of Woodbury and city staff. Forming community connections and an opportunity for the school district to partner with the community.

VIII. Introductory Items

A. Student Report:

Elise Riniker is competing at the business professionals today

Khuluc Yang reported:

- Finals are next week
- Provided an update on all winter sports and activities
- AVID seniors are writing for scholarships
- Kindergarten registration is currently taking place
- Expressed concern experienced at the last board meeting on the Brookview decision

IX. Open Forum

1. Carl Blondin – Legal expenditure misinformation
2. Julie Bennett – Senior student in AP government class working on a project to impact climate change for our district and sustainable ideas for reducing waste

X. Consent Agenda

- A. Minutes of December 19, 2019 Business Meeting
- B. Disbursement Register December 21, 2019-January 10, 2020
- C. Human Resources Personnel Report
- D. Designate Official Publication
- E. Resolution to Designate District Depositories and Major Accounts
- F. Resolution Authorizing Use of Facsimile Signature
- G. Resolution Authorizing Administration to Contract for Budgeted Items
- H. Resolution Authorizing Administration Preparation to Develop Specifications and Solicit Bids
- I. Resolution Authorizing Executive Director of Finance and Operations and Supervisor of Financial Services to Make Electronic Fund Transfers
- J. Expenditure Approval – Two 6.5 hour paraprofessional positions at Afton Lakeland
- K. Expenditure Approval – One additional EBD teacher at Stonebridge
- L. Expenditure Approval – Desks and chairs for the middle school and high school
- M. Expenditure Approval - Fixed Asset Inventory and Appraisal
- N. Field Trip: One teacher, four chaperones and 50 high school students with the wind ensemble will take a motor coach to perform at various locations in Colorado April 15-19, 2020.

Motion by: Member Ptacek to accept items B, C, D, F, G, H, I and N; Second by: Member Weisberg; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

Motion by Member Stivland to accept item A to approve the amended December 19, 2019 minutes with a change in Action Item A to change the word 'level' to 'levy' and change 'motion fails' to 'motion carries'. Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

Member Riehle pulled item E and will abstain from voting as a family member is an employee at the US Bank.

Motion by Member Ptacek to accept item E; Second by Member Weisberg; Vote: 6 ayes, 0 nays, 1 abstain (Riehle), Motion Carried.

Member Weisberg pulled items J, K, L, and M

Member Pelletier pulled item J

Director Pelletier ask for a full board discussion on the expenditure form for personnel expenses; Director Weisberg asked for some clarification on the expenditure forms.

Motion by Member Burns to approve items J, K, L, and M; Second by Member Ptacek; Vote: 7 ayes, 0 nays. Motion Carried Unanimously.

XI. Reports

- A. 2020 School Board Committee Assignments and Working Groups

Board members are asked to submit their requests to the board chair as soon as possible. Action on the committee assignment will be taken at the January 23, 2020 business meeting.

XII. Action Items

- A. Establish 2020 Calendar of Meetings

Most meetings will be the second and fourth Thursday of each month except for February and March and November and December due to conflicts with spring break and the holidays.

Motion to approve the 2020 Calendar by: Member Pelletier; Second by Member Pearson; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.

B. Establish 2020 Board Member Salaries

The board members established their salaries as \$4,750 for each board member with the Board Chair receiving an additional \$500 for a total of \$5,250. Board members may also submit for mileage and parking reimbursement for board workshops and conferences.

Motion to approve the 2020 board member annual salaries by: Member Ptacek; Second by Member Pelletier; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.

C. SchoolCafe Service Agreement

Ms. Hoheisel shared with the Board that Fee Pay has had challenges since the beginning of the school year. SchoolCafe is an online payment service for parents/guardians of the School District to register and make credit card or check card payments to their student food accounts through the internet. The software is currently being used by the district to allow parents/guardians to apply for benefits, review menus and dietary information and check on their student's meal account balance. By entering into the service agreement with SchoolCafe, parents/guardians will also be able to make electronic payments into their student's food service account through SchoolCafe which will be implemented the next school year.

Motion to approve the SchoolCafe Service Agreement by: Member Pelletier; Second by Member Weisberg; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.

XIII. Board Reports

A. Chairperson Report

- Currently serving on the board for School District 916 who is hosting a school leader equity seminar on January 22, 6-8 pm.

B. Working Group Reports

1. Community Engagement – Director Pearson shared the workgroup has met with senior leaders this last month. Seniors are excited to volunteer and help with music and be invited to larger district events. Will continue to build a relationship with our seniors.
2. Finance and Operations – Director Weisberg - No December meeting
3. Legislative – Director Ptacek – Talked as a committee of trying to meet with local representatives on cross subsidy and the items that are being discussed in Washington. January 24 SEE meeting will present two topics: 2020 legislative session education policy and priorities and effectively teaching kids to read.
4. Policy – No meeting in December

C. Board Member Reports

1. Director Burns – Participated as school liaison and visits are receiving positive feedback. Based on conversations made in the last few meetings the board has a lot of discussion to be had and decisions to make in the near future.
2. Director Riehle – No report
3. Director Ptacek – Friday morning will attend the AMSD meeting with Member Stivland.
4. Director Pearson – Will attend the MSBA Leadership Conference January 16-17. Attended the Alpine ski team competition and want to recognize our students on how hard they work in school and their activities.
5. Director Weisberg – Enjoyed visiting Stonebridge today as the school liaison. Contacted Transitions and will set up a time for next week.

6. Director Pelletier – Da Vinci Fest is January 25. Looking for volunteers and encourage board members to attend and help out. Recognized the TRUST Club (True Respect Unify Students Together) at the high school. Combines general education and special education students together and partner through various activities.

XIV. Adjournment

- A. The meeting adjourned at 7:32 p.m.

Respectfully submitted,

Mike Ptacek, school board clerk