



Independent School District No. 834 – Stillwater Area Public Schools
Oak Park, 6355 Osman Ave N, Stillwater, MN
December 19, 2019 – 6:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 6:02 p.m.
- II. **Roll Call:** Present: Mike Ptacek, chair; Shelley Pearson, vice chair; Liz Weisberg (7:05), treasurer; Sarah Stivland, clerk; Mark Burns, director; Jennifer Pelletier, director; Tina Riehle, director; Superintendent Pontrelli, ex-officio. Student Representatives: Elise Riniker and Khuluc Yang
- III. **Pledge of Allegiance:** Chair Ptacek led the Pledge of Allegiance.
- IV. **District Mission and School Board Goals:** The mission statement was read by Director Pearson and the goals were read by Director Pelletier.
- V. **Approval of the Agenda**

Motion to approve the amended agenda by Member Riehle to move Action Item A to after Action Item D if Director Weisberg is not present; seconded by: Member Stivland, Vote: 6 ayes, 0 nays, Motion Carried Unanimously.

- VI. **Superintendent Report**
 - ELA secondary curriculum – board is asking for more time and resources. This will come as an action item to a meeting in January.
 - Community Design Team met this week. Thank all members involved.
- VII. **Introductory Items**
 - A. Principal Bach introduced Maddie Whittington, a senior all conference, all state conference player and named Minnesota's Ms. Volleyball. Maddie will be graduating at the end of this semester and attending college to play volleyball for the University of Illinois. Maddie thanked the community, teachers, and coaches for their support.
- VIII. **Open Forum**
 1. Heather Morris – Marine – Former member of Community Design Team (CDT). Disappointed with the management of the design team.
 2. Kristie Mack – Stillwater – Concerns of what has come out of the CDT with three new buildings. Oak Park should be a consideration to reopen.
 3. Melanie Zahler – Member of the CDT. Concerns with the way the meetings were handled and managed.
 4. Carrie Rolstad – Stillwater Township – One of the 30 original members of the Long Range Planning Committee. Steered toward a pre-determined outcome. Do not agree with the process.
 5. Sandi Hayner – Stillwater – Read an article discussing how meetings should be facilitated and the process involved.
 6. Kari Piddle – West Lakeland – Shared her various passions at the school district and her support for Brookview.
 7. Dr. Kate Webster – Speaking on behalf of Brookview staff where their message this year is "All are Welcome". Running out of options of where to educate. Support the students by voting yes to expand Brookview.

8. Josiah Hill – 1124 Macey Way, Stillwater – Spoke on behalf of SCEA Executive Board. Formal action to share a message of thanks and support for the colleagues and community members who are part of the CDT. The adopted resolution provides SCEA building reps to share thoughts and concerns.
9. Jim Franklin – Need for expansion was approved by the past board. Approve the expansion of Brookview.
10. Kate Niemann – Stillwater Township – Look at the financials that are incurred as you will need to turn away students at Brookview.
11. Peggy Franklin – West Lakeland – Expand Brookview which is advocated by the consulting group and team you put together. Follow the rules and don't violate your own policies.
12. Diane Polasik – Provides early childhood screenings and many students are coming from the southern part of the district. Need to keep our kids in our schools. Listen to all staff, kids, parents and professionals.
13. Randal Newton – Lake Elmo – Co-chair of WBWF and member of CDT. Confident the plan being developed with improve the district. Biggest plan is to expand in the southern part of the district. Vote to expand Brookview.
14. Francis Porbeni – Support of the work of the CDT and their recommendations. Vote in the affirmative in the expansion for Brookview which is a recommendation of the CDT.
15. Vivian Votava– Looking at the demographics that show it would be irresponsible to not vote for the Brookview expansion.

Chair Ptacek addressed the legal invoices brought up at the December 12 School Board meeting. The legal invoices being mailed to his home deal with the superintendent evaluation. They are signed and returned to the Finance Director immediately. Mailing to the home address provides for a quick turnaround time. The Chair read statement/questions that were asked by a local television station.

IX. Consent Agenda

- A. Minutes of December 12, 2019 Business Meeting
- B. Human Resources Personnel Report
- C. Disbursement Register November 23-December 13, 2019
- D. Accept Gifts and Donations November 2019
- E. Field Trip: For 4 coaches, 1 chaperone and 28 boys Lacrosse players to travel to Cambria Durham, NC on April 2-5, 2020 for practice and attending games.

Motion by: Member Stivland to accept and approve; Second by: Member Riehle; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

X. Action Items

- A. Certify the 2019 Payable 2020 Tax Levy
Director Burns provided a report from this week's CDT meeting. Information shared on the anticipated build rates near Brookview coming in the next few years. Majority of meeting spent on the synthesis offerings. Projects and options for each school building as well as CSB. Conducted table discussions of likes and dislikes of the synthesized options. Proposals put together on each of the school buildings that were based on input of the CDT from previous meetings.

Table consensus votes and individual votes with the exception of board and some staff members that did not vote. Votes were done by table for various Lake Elmo options. Individual votes on Brookview to expand to 650 students was taken. Thirty votes in favor and one vote against. There was a further individual vote of expanding Brookview now through the COP rather than wait for a referendum and that vote was 29 people for and 2 against. Thank volunteers who devoted their time to this process.

Ms. Hoheisel requested the Board to take final action on the 2019 payable 2020 tax levy. Background information was provided at the previous board meeting. Administration recommends that the Board certify the 2019 Payable 2020 Tax Levy as follows:

Includes COP for Brookview Elementary	
General Fund	\$17,426,251.02
Community Service Fund	\$ 964,995.14
Debt Service Fund	\$10,332,401.91
Total Levy	\$38,723,648.07

Removes COP for Brookview Elementary	
General Fund	\$26,949,251.02
Community Service Fund	\$ 964,995.14
Debt Service Fund	\$10,332,401.91
Total Levy	\$38,246,648.07

Motion by: Member Riehle to adopt the total levy of \$38,246,648.07 (Removes COP for Brookview Elementary); Second by: Member Weisberg; Vote: 4 ayes (Riehle, Ptacek, Weisberg, Stivland), 3 nays (Pelletier, Burns, Pearson); Motion Carries.

B. 2019-2020 Revised Budget

Ms. Hoheisel presented the 2019-2020 Revised Budget at the previous board meeting. The Revised Budget is based on the October 1 student enrollment and revised revenue estimates.

Fund	2019-2020 Revenue Budget	2019-20 Expenditure Budget
General	113,975,831	113,479,468
Food Service	4,467,651	4,257,942
Community Service	7,467,253	7,654,144
Sub-Total Operating Funds	125,910,735	125,391,554
Building Construction Fund	75,000	3,012,980
Debt Service Fund	10,042,887	10,113,258
Sub-Total Non-Operating Funds	10,117,887	13,126,238
Former Trust Fund	0	0
Custodial Fund (Scholarships)	5,000	5,000
Sub-Total Fiduciary Funds	5,000	5,000
Total All Funds	136,033,622	138,522,792

Motion by: Member Pearson to approve the 2019 -2020 Revised Budget; Second by: Member Weisberg; Vote: 7 ayes, 0 nays, Motion Carried Unanimously

C. 2019-2021 Master Contract for Cafeteria Employees' Organization

Ms. Moen shared with the board that the Cafeteria Employees' Organization which represents 72 employees and expired on June 30, 2019. This is the first of seven contracts to come for board approval. The District reached an agreement on the terms and conditions of employment for the 2019-2021 Master Contract with the Cafeteria Employees Organization, covering the period of July 1, 2019 through June 30, 2021. Board members received the specifics of the contract for their review.

Motion by: Member Pearson to approve the Master Contract with the Cafeteria Employees' Organization; Second by: Member Pelletier; Vote: 7 ayes, 0 nays, Motion Carried Unanimously

D. Pathways Coordinator

Dr. McDowell and Principal Bach outlined the Pathways Coordinator job description. This position, in its current form, would be a one-semester position. The needs and ability to sustain such a position would be evaluated toward the end of the 2019-2020 school year. Community Education has funding available for this short term, and the Partnership Plan has also expressed interest in helping with financial support of the Pathways program.

Motion by: Member Pelletier to approve the Career Pathways Coordinator position; Second by: Member Pearson; Vote: 7 ayes, 0 nays, Motion Carried Unanimously

XI. Adjournment

A. The meeting adjourned at 8:45 p.m.

Respectfully submitted, Sarah Stivland, school board clerk.