



Independent School District No. 834 – Stillwater Area Public Schools  
Stillwater City Hall, 216 North 4<sup>th</sup> Street, Stillwater, MN  
December 12, 2019 – 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: 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 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 Stivland and the goals were read by Director Weisberg.
- V. **Approval of the Agenda**

*Motion to approve the agenda by: Member Stivland; Second by: Member Riehle, Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

VI. **Superintendent Report**

- Marketing Dept. worked with pre-school teachers to send out 900 flyers to 3 and 4 year olds.
- Attended St Croix Retired Educators luncheon – listened to Vagabonds
- Attended Rotary today with Principal Fields to present on career exploration at Oakland Middle School.
- Partnering with seniors throughout the district at the Community Engagement Workgroup today.

VII. **Introductory Items**

- A. Student Report: Elise Riniker and Khuluc Yang reported:
  - Elise shared a mock e-learning day took place, brought in singers to play holiday music during lunch and NHS held a blood drive.
  - Khuluc reported that debaters went to state; winter concerts happening now; unity dance during flex time; Theater department is putting on a spring play – Beauty and the Beast; and Human Rights Day was this past Tuesday at the school.

VIII. **Open Forum**

1. Joel Bryan – Space for some classes is not available. Time to give extra space to Brookview.
2. Kelly Feldkamp – Speaking on behalf of Brookview teachers. Expansion will start to provide equity and unity to students in the south.
3. Mary Moynagh – Pre-school is negatively impacted by the shortage of space at Brookview.
4. Jessica Rudolph – Support the funding of Brookview. Received a decrease in our taxes and the need to proceed with the 8 additional classrooms.
5. Vivian Votava – West Lakeland – In reviewing the data, it shows we need to expand Brookview.

**IX. Consent Agenda**

- A. Minutes of November 21, 2019 Business Meeting
- B. Disbursement Register November 23-December 13, 2019
- C. Human Resources Personnel Report
- D. Program and Course Changes
- E. Approval of Increase to Non-Teacher District Sub-rates
- F. Leave Agreement with Employee
- G. Chiller #3 Internal Inspection and Overhaul
- H. Rutherford Kindergarten FTE
- I. Field Trip: For 5 coaches, 4 chaperones and the boy's baseball team to travel to Florida on March 25-30, 2020 to play baseball for team bonding, better weather conditions and facilities.
- J. Field Trip: For 1 Director, 5 Chaperones and 48 students to travel to Omaha, NE on April 16-19, 2020 for the annual spring choir tour.

Director Burns requested that item B be acted on separately to comment on the retirement of Ms. Damon.

Director Pelletier requested that item C be acted on separately to bring attention the legal fees with Kennedy and Gravin.

*Motion by: Member Burns to accept and approve items A, D, E, F, G, H, I, J; Second by: Member Weisberg; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

*Motion by: Member Burns to approve item B; Second by: Member Pelletier; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

*Motion by Member Pelletier to pass the disbursements for the legal fees except for the board related legal fees; Second by: Member Burns; Vote: 2 ayes; 5 nays, Motion fails.*

*Motion by: Member Stivland to approve the disbursements as presented; Second by: Member Weisberg; Vote: 6 ayes, 1 nay. Motion carried.*

Clarification of the procedure of the legal invoices being paid and the process for delivery of invoices will be discussed at a future Chair/Superintendent meeting.

**X. Reports**

- A. Truth in Taxation

The Board certified the maximum for 2019 Payable 2020 levy on September 26, 2019. Ms. Hoheisel provided information on the Truth in Taxation requirements including the current budget, the preliminary revenue, expenditure budgets and the proposed Tax Levy for Taxes Payable 2020.

The building/land lease of \$1,779,349 – only number changed since 9/26/19 meeting in the general fund levies.

An opportunity for public comment was provided.

- Kathy Saltzman – Use it to address building needs and show that you see the needs.
- Vivian Votava - Taxes pay for the legal fees and that is not a good use of tax dollars.

The Board is required to adopt the final levy for Taxes Payable 2020 and certify to the county auditor on or before December 31, 2019. The current 2019 Payable 2020 Tax Levy is as follows:

General Fund	\$ 27,426,251.02
Community Service Fund	\$ 964,995.14
Debt Service Fund	\$ 10,332,401.91
<b>Total Levy</b>	<b>\$ 38,723,648.07</b>

Action will be taken at the December 19, 2019 Board meeting.

B. Building Assets, Reducing Risks (BARR) NSI Program

Principal Rob Bach provided information on the BARR program implemented at SAHS. After two years of implementing the BARR model, failure rates at SAHS have dropped precipitously in 9th grade. As a smaller cohort of students has been identified in order to extrapolate the BARR model to 10th grade students this past year, and modest levels of Professional Development have been delivered to the entire staff on BARR practices, similar results have been achieved throughout other grade levels as students have moved through the system and teachers have been exposed to the model.

After initially starting in Minnesota, The BARR Center is working to expand to a national level through its Network for School Improvement (NSI), a program now made possible through funding from the Bill & Melinda Gates Foundation. The goal of the NSI is to increase grade point averages in grades 11 and 12; course passing rates in grades 9 and 10; advanced course taking; ELA and mathematics proficiency; and high school graduation rates.

The NSI will consist of 14 schools in the mid-west region, of which 9 schools are new to the BARR model and will be implementing for the first time, while 5 schools are considered “ANCHOR” schools, as they are currently implementing the BARR model with success. Participation in the NSI as an anchor school is by invitation only.

Stillwater Area High School has been invited to join the BARR Center’s Network for School Improvement as an anchor school. Funding from the Gates Foundation will help to cover costs associated with the membership expectations.

C. 2019-2020 Revised Budget

Ms. Hoheisel provided a summary of the revised budget to the preliminary budget approved in May. The revised budget is based on October 1 student enrollment and revised revenue estimates. If there are large employee contract settlements by the beginning of March an updated revised budget will be done in the spring. If large employee contracts are not settled and adopted by the board prior to the beginning of March, the budget will not be revised again for the remainder of the fiscal year. A summary of funds and significant changes from preliminary budget, review of revenue sources and expenditure categories were provided.

Action will be requested at the December 19 board meeting.

D. Expenditure Approval Form

Director Pearson shared the new Expenditure approval form. Originally brought to the Finance Working Group to have consistency on how the board looks at expenditures over \$50,000. The form gives clarity and consistency so the board gets the same basic questions answered.

If any changes or edits, please forward to Director Pearson. Discussion to have a procedure developed.

The following policies were presented for a first reading by Director Stivland.

- E. Policy 209 – Code of Conduct - Two new items #16 and #17 were added to the policy. Director Burns indicated that #17 had much discussion at the work group sessions. SBR, SL and BGP old policies have not yet been revoked. The old policies that relate to policy 209 will be placed back on the website for reference.
- F. Policy 521 - Student Disability Nondiscrimination – replaces R 1.3.3.

These policies will come for second reading at a future board meeting.

**XI. Action Items**

The Final Reading of the policies below was presented by Director Stivland.

- A. Policy 722 – Public Data Requests - No changes have been made since previous reading.

*Motion to approve Policy 722 by: Member Weisberg; Second by Member Pelletier; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.*

- B. Policy 401 – Equal Opportunity Employment – No changes have been made since previous reading.

*Motion to approve Policy 401 and remove policy SR 1.9 and R 1.3.1 by: Member Stivland; Second by Member Burns; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.*

- C. Policy 402 – Disability Nondiscrimination – No changes have been made since previous reading.

*Motion to approve Policy 402 and remove policy SR 1.9 and R 1.3.1 by: Member Stivland; Second by Member Weisberg; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.*

Chair Ptacek requested to adjourn to be respectful of the time length of the meeting.

**XII. Board Reports**

- A. Board Member Reports

- 1. Director Stivland – Bus Drivers collected donations for Community Thread

**XIII. Adjournment**

- A. The meeting adjourned at 8:30 p.m.

*Respectfully submitted, Sarah Stivland, school board clerk.*