



Independent School District No. 834 – Stillwater Area Public Schools
Stillwater City Hall, 216 North 4th Street, Stillwater, MN
October 10, 2019 – 6:00 p.m. Meeting Minutes

I. Call to Order: The meeting was called to order at 6:03 p.m.

II. Roll Call: Present: Mike Ptacek, chair; Liz Weisberg, treasurer; Mark Burns, director; Jennifer Pelletier, director; Tina Riehle, director; Sarah Stivland, clerk; Shelley Pearson, vice chair (8:15 pm) and Superintendent Pontrelli, ex-officio.

III. Pledge of Allegiance: Board Chair Ptacek led the Pledge of Allegiance.

IV. District Mission and School Board Goals: The mission statement was read by Member Riehle and the goals were read by Member Weisberg.

V. Approval of the Agenda

Motion to approve the agenda by: Member Riehle; Second by: Member Weisberg, Vote: 6 ayes, 0 nays, Motion Carried.

VI. Superintendent's Report

Superintendent Pontrelli reported on:

- Recognized teacher Sara Damon from SAHS who authored a lesson that was the first place winner in the University of AZ Center for Middle Eastern Studies 16th Annual Lesson Plan competition.
- Attended the Best Prep Celebration – Teresa Rivera, a student from SAHS was honored for her essay on community. Theme was on Thomas Friedman's new book – 'Thank you for Being Late'.
- Attended with Dr. McDowell the EdLeader21 Conference where Dr. McDowell also presented.
- Respond to media coverage that aired on KSTP.

VII. Introductory Items

- A. Student Report: Elise Riniker and Khuluc Yang reported:
- Shortened week next week due to MEA. Pre-ACT tests for all sophomores will be provided and 300 students have signed up to take the PSAT. Debate team is competing this week-end in Rochester. NHS is hosting a blood drive. Various sporting activity results were shared.
- B. District Recognition: Superintendent Pontrelli recognized members of the high school theater group along with Mr. Grif Sadow and Mr. Brian McTier. The students were invited to participate in the International Festival Fringe in Edinburgh, Scotland this past summer and their performance was voted Best Play and Best Technical Production.

VIII. Open Forum

1. Tamara Tinkham – Lake Elmo – Dyslexia concerns amongst our students.
2. Erin Mathaus – Lake Elmo – Transition program disruption with moving of the Spanish Immersion Program to Oak Park.
3. John Franklin – West Lakeland – TV media coverage with a school board member.
4. Carl Blondin – Stillwater – TV media coverage inaccuracy.
5. Jim Franklin – West Lakeland – TV media coverage board member conduct.
6. Francis Porbeni – Against the proposal of moving the Spanish Immersion Program.

7. Alison Sherman – Disagree with the move of the Spanish Immersion Program moving to Oak Park.

IX. Consent Agenda

- A. Minutes of September 26, 2019 Special School Board Meeting
- B. Minutes of September 26, 2019 Business Meeting
- C. Disbursement Register September 29-October 11, 2019
- D. Human Resources Personnel Report
- E. Issuance of Letter: Personnel Matter

Motion by: Member Riehle to accept and approve A, B and C; Second by: Member Weisberg; Vote: 6 ayes, 0 nays, Motion Carried Unanimously.

- D. Human Resources Report was pulled by Director Weisberg to receive clarification on two positions over \$50,000.

Motion by: Member Weisberg to accept and approve Item D; Second by: Member Burns.; Vote 6 ayes, 0 nays, Motion Carried Unanimously.

- E. Issuance of Letter: Personnel Matter was pulled by Director Pelletier. The content in the letter is subjective. Opposed to the inaccurate content and lack of substance. Missed opportunity for building relationships. Inaccurate, unclear and inconsistent with district policy.

Motion by: Member Riehle to accept and approve Item E; Second by Member Stivland; Vote 4 ayes (Ptacek, Weisberg, Stivland, Riehle), 2 nays (Burns, Pelletier). Motion Carried.

X. Reports

- A. 2011A COP Refunding Discussion

The Finance and Operations Work Group asked that Mr. Rantapaa from R.W. Baird report to the full board the estimated interest cost savings associated with a potential refunding (refinancing) of the outstanding 2011A COP. Mr. Rantapaa presented the estimated interest cost savings associated with a potential refinancing of the outstanding 2011A Certificate of Participation (COPs). The COPs were issued to fund construction of the Early Child Family Center. Estimated the district might be able to save more than half a million dollars on associated taxes payable 2021 by refinancing the COPs. A Set Sale Resolution will be prepared directing the sale of bonds with a minimum threshold of \$500,000 in savings and brought to the October 24 school board meeting.

- B. Accountability Report

Ms. Larson and Ms. Fierro reported to the board the accountability measures (also referred to as Every Student Succeeds Act and the Minnesota Northstar Accountability) for the 2018-19 school year. Northstar replaced the Multiple Measures Rating. The Federal and State Accountability System have been in place for two years. Five different accountability measures that go into the Northstar System were reviewed (academic achievement, progress toward English Language Proficiency, academic programs, graduation progress, and consistent attendance). Our students continue to outperform students across the state and they are growing academically and making strong gains in Reading, Math and English Language Proficiency progress. SAHS 4 year graduation rate reached 95% and the 4-year graduation rate for Special Education was above 67% for the second year in a row. Some opportunities for growth were to continue to build capacity of staff to utilize accountability data, review instructional pacing guides with teacher to check curriculum, assessment, and standards alignment, review test specs and expectations for MCA assessments, and increase capacity of utilizing the data pieces given by the state.

8:07 pm - Break

- C. Secondary Literacy Curriculum

Ms. Larson and Ms. Latterell provided a review on the Secondary English Language Arts curriculum and provided framework on the study, evaluation, and recommendation for the curriculum adoption. We are currently in the middle of Year 2: Evaluation and Recommendations. The committee is recommending new language arts curriculum materials be purchased for middle and high school, and recommending an investment be made in professional development for staff to support the curriculum changes. The total package and actual costs due to budget cuts was provided. Approval will be requested at the next board meeting.

D. Community Design Team

Director Burns indicated there has not been a Design Team meeting since the last board meeting. October 15 the third meeting will be held. Building tours will be held over the next few weeks for design team members.

The following are all mandatory policies. The First Reading of these policies was presented by Director Stivland.

- E. Policy 410-Family and Medical Leave - no changes/comments
- F. Policy 534-Unpaid Meal Charges – Work Group will further review II. Payment of Meals, E. and bring back an updated policy at a future meeting.
- G. Policy 620-Credit for Learning – Put PSEO in the definitions section or in section V in parentheses.

XI. Action Items

A. Flex e-Learning

Dr. McDowell shared that the Flex eLearning Days was presented at the August 22 board meeting. The 2017 Legislature amended the Length of School Year; Hours of Instruction (Minn. Stat. § 120A.41) to include the option of a school district utilizing up to five e-Learning days, due to inclement weather. The days are counted as instructional days and included as hours of instruction. Administration and teacher representatives have developed a draft plan for such days. The district will call these days Flex Days. Flex/e-Learning days will provide for an uninterrupted alternate learning experience, avoid mid-year calendar reconfigurations, provide meaningful learning for all students on inclement weather days, and provide flexibility and continuity in students' learning. Flex/eLearning days will be activated after the second inclement weather day. Learning experiences will be provided in either online or offline formats. Attendance is taken via Schoology and/or assignment completion. More information about the district's e-Learning plan will be shared with families soon.

Motion to approve the use of eLearning Days beginning the 2019-2020 school year by Member Riehle; Second by: Member Weisberg, Vote: 7 ayes; 0 nays, Motion Carried Unanimously.

B. World's Best Work Force Community Strategies

Director Pearson shared the community strategies for the 2019-2020 WBWF. All board members voted for their top choice in each of the five areas.

- **All Children Ready for School:** Provide Stillwater district kindergarten readiness standards/checklists to childcare providers for dissemination to parents of 4-year-olds.
- **All Third Graders Can Read at Grade Level:** Partner with community members/agencies to establish reading buddies.
- **All Racial and Economic Achievement Gaps are Closed:** Use existing groups and new community partnerships to support authentic cultural learning in classrooms and volunteer participation opportunities.
- **All Students are Ready for Career and College:** Engage businesses to participate in a Career Exploration Fair.
- **All Students Graduate from High School:** Engage businesses to facilitate school/business partnership to increase student engagement.

Motion to approve the World's Best Work Force strategies by Member Pelletier; Second by: Member Weisberg, Vote: 6 ayes; 1 nay (Riehle), Motion Carried.

The Final Reading of the following policies were presented by Director Stivland.

C. Policy 412 – Expense Reimbursement

Motion to approve Policy 412 by: Director Stivland; Second by Director Weisberg; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.

D. Policy 427 – Workload Limits for Certain Special Education Teachers

Motion to approve Policy 427 by: Director Pearson; Second by: Director Weisberg; 7 ayes; 0 nays, Motion Carried Unanimously.

E. Policy 502 – Search of Student Lockers, Desks, Personal Possessions, and Students Person

Motion to approve Policy 502 by: Director Burns; Second by: Director Weisberg; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.

F. Spanish Immersion Expansion Proposal

Director Stivland discussed her idea to request for Administration to prepare and gather information and actionable plan for board consideration with some options and associated costs for expanding the Spanish Immersion Program for fall 2020. Due to some transportation challenges, some school overcrowding and a wait list for the program were a few of the reasons Director Stivland has brought this proposal forward and it should be a part of the Community Design Team process.

Director Stivland made a motion to request that the Administration explore options and gather information for a possible expansion of the Amigos Unidos immersion program. This should include an option to move the program to Oak Park Elementary and to provide transportation from all elementary schools, as well as to determine whether it is feasible to expand this program by next fall; Second by: Member Weisberg.

New Motion by Director Burns to postpone the motion until such time that the Community Design Team has reached their conclusion; Second by Director Pelletier.

Amendment amended by Chair Ptacek to postpone the motion to discuss at the next board meeting. Second by Director Pelletier.

Vote: 3 ayes (Burns, Pelletier, Ptacek); 4 nays (Riehle, Stivland, Weisberg, Pearson). Amendment fails.

Original motion by Director Stivland; Vote: 4 ayes (Stivland, Weisberg, Riehle, Ptacek); 3 nays (Burns, Pelletier, Pearson), Motion Carried.

XII. Board Member Reports

A. Board Chair Report

- Director Stivland and Chair Ptacek were elected as delegates on the assembly for MSBA.
- Divide between the board and community and we all need to come together if we want a levy or bond to pass.
- Attended SEE meeting. Commissioner will be at the next meeting and encourage attendance.

B. Working Group Reports

1. Community Engagement – Director Pearson – Met today. Mark calendars for November 6 for board members to help greet at the event sponsored by Washington County and Lakeview Hospital. Received two applications for WBWF. Will re-open this as we are looking for about five more people to serve on advisory group.
2. Finance and Operations – Director Weisberg – Met Sept 24 and discussed the Brookview finance and refinancing options. Discussed the board spending sheet which has been used. Reviewed the treasurer's

report. Robotics team lost their funding and looking into options for financing of which Superintendent Pontrelli is working on. Discussed possible additional funding cuts.

3. Legislative – Chair Ptacek – Working on the legislative platform and calendar of events which includes a legislative breakfast. A visit to the Capital is also being planned.
4. Policy – Director Stivland - Met October 8. Reviewed at length policy 520 on student surveys. Reviewing some of the 400 policies and will bring those as they are ready. Just started reviewing the Student Results policy and will need to engage the board more with the writing of this policy.

C. Board Member Reports

1. Director Burns – Attended the high school kaleidoscope band concert. Made a statement at the September 12 board meeting and ask that we revisit this as it has some good advice to follow.
2. Director Weisberg – Nothing to report
3. Director Stivland – Intermediate District 916 hired a new finance director. District 916 has a Foundation and invites board members to make a donation. District 916 will hold an information session on October 24, for career and tech center work. It is Stillwater School Districts turn to attend the NSBA conference in April 2020. All expenses are covered by District 916. Let Sarah know if you are interested in attending.
4. Director Pearson – Attended the high school kaleidoscope concert. Attended the Rotary event this evening where several groups from the wind symphony performed.
5. Director Riehle - Attended a couple of SEE meetings. Principal Fields provided a tour of Oakland. Open Forum correction – no investigation was launched and reiterate attending an open posted meeting does not violate the opening meeting law.
6. Director Pelletier – Attended the Cultural Jambalaya Diversity Awards at the Metropolitan. Kudos to the young woman in attendance. We need to bridge the divide.

XIII. Adjournment

- A. The meeting adjourned at 11:00 p.m.

Respectfully submitted, Sarah Stivland, school board clerk.