



Independent School District No. 834 – Stillwater Area Public Schools  
Stillwater City Hall, 216 North 4<sup>th</sup> Street, Stillwater, MN  
August 22, 2019 – 6:00 p.m. Meeting Minutes

**I. Call to Order:** The meeting was called to order at 6:05 p.m.

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

**III. Pledge of Allegiance:** The Board chair led the Pledge of Allegiance.

**IV. District Mission and School Board Goals:** The mission statement was read by Member Stivland and the goals were read by Member Pearson.

**V. Approval of the Agenda**

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

**VI. Superintendent's Report**

Superintendent Pontrelli reported:

- Dr. Cindra Kamphoff presented at the all staff Kick-Off Meeting this past week with a talk on positive mindset.
- A video was shared that was shown at Kick-Off highlighting students. The theme this year is “Every Student Every Day”.

**VII. Introductory Items**

There were no introductory items for this meeting.

**VIII. Open Forum**

Chair Ptacek indicated the Policy Committee will review the policy on the open forum process and bring a recommendation to the next meeting.

1. Kate Neumann – Stillwater Township – Ask to let go of the BOLD directive by some board members.
2. Dianne Pulaski – Stillwater - Whitson Grant is being offered. See the board and administration stuck. Ask that board review grant offer and email that was sent to all board members. She asks that you contact her for questions.
3. Mark Deziel – Lake Elmo – Asking for lawyer to be at the meetings.
4. Francis Porbeni – Woodbury - Public servants need to be transparent, open and honest board members.

**IX. Consent Agenda**

- A. Minutes of July 25, 2019 Special School Board Meeting
- B. Minutes of August 8, 2019 Special School Board Meeting
- C. Minutes of August 8, 2019 Business Meeting
- D. Accept Gifts and Donations July 2019
- E. Disbursement Register August 10-23, 2019
- F. Human Resources Personnel Report

- G. RFP-High Volume Copier/Managed Print Services including Workflow Solutions
- H. Zayo PDN Dark Fiber for 2019-2020 Fiscal Year
- I. Agreement between 1<sup>st</sup> Choice Pediatric Home Care and Independent School District 834 to provide nursing services.
- J. Clinical Services Agreement between Allina Health System and Stillwater Area School District to provide therapy services.
- K. Two separate contracts for services between Accurate Home Care LLC and the Stillwater Area Public Schools to provide student services for two students.

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

## **X. Reports**

### **A. Flex/E-Learning Day Update**

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. These days are counted as instructional days and included as hours of instruction. A school district, through consultation with teacher representation, may develop a plan for these days. Stillwater Area Public Schools district administration and teacher representatives have developed a draft plan for such days. SAPS will call these days Flex Days. Dr. McDowell shared the components of the draft plan to include purpose, process, expectations, communication and differences between elementary and secondary plans. It is anticipated that a final plan for approval will be brought to the school board in September

### **B. Post-Secondary and Concurrent Enrollment Options**

Dr. McDowell provided an informational report on the Stillwater Area Public Schools offering Post-Secondary Enrollment Options (PSEO) and Concurrent Enrollment options to high school students (grades 10-12). 10<sup>th</sup> grade can only take one class. Students can enroll up to full-time in PSEO. Students will meet with the school counselor prior to enrollment and are considered college students while at the college. Dr. McDowell also shared aspects of the 916 programming offered at Century College. This report included information about how students enroll, enrollment numbers, differences between the programs and credit opportunities.

Concurrent enrollment is offered by Century College. College in the schools is given credit by the UofMN and these classes are taught by certified teachers at the high school. Students receive college and high school credit.

The following are all mandatory policies. The First Reading of the following policies were presented by Director Stivland.

- A. Policy 412 – Expense Reimbursement
- B. Policy 427 – Workload Limits for Special Education Teachers
- C. Policy 502 – Search of Student Lockers, Desks, Personal Possessions, and Students Person
- D. Policy 722 – Public Data Requests

Second reading will be brought to the September 12 board meeting.

## **XI. Action Items**

### **A. Negotiation Board Representatives**

Chair Ptacek appointed the following two members to participate in the negotiations team:

Director Shelley Pearson and Director Tina Riehle

*Motion by: Member Weisberg to approve the board representatives for negotiations; Second by: Member Stivland; 6 ayes; 0 nays, Motion Carried Unanimously.*

B. District Memberships 2019-2020

Recommendation made to renew the following memberships:

- MN School Boards Association (MSBA) - \$14,037
- Association of Metropolitan School Districts (AMSD) - \$11,364
- Schools for Equity in Education (SEE) - \$9,022.87

*Motion by: Member Riehle to approve the memberships listed above; Second by: Member Stivland; Vote: 6 ayes, 0 nays, Motion Carried Unanimously*

C. Second Extension of Stephan Stagecoach, LLC Property Lease

Our current extension agreement with Stephan Stagecoach LLC is set to expire August 31, 2019. With the delay of the bus facility improvements, a second extension agreement was granted by Stephan Stagecoach, LLC. The new term would require the school district to vacate the premise by September 30, 2019. All terms and conditions of the existing extension shall remain unchanged. Administration recommends the Board consider approving a second extension agreement with Stephan Stagecoach, LLC that will expire on September 30, 2019.

*Motion to approve the rental extension for the Stagecoach property lease by Member Weisberg; Second by: Member Burns, Vote: 6 ayes, 0 nays, Motion Carried Unanimously*

**XII. Board Member Reports**

A. Board Chair Report

A Board Work Session was held this week with the first hour focused on the Pathways program presented by Principal Bach and some of his staff. The second hour board members discussed future goals. Working on negotiations having 7-8 groups working with this year. Attended the Kick-off with a lot of excitement and joy in the air.

B. Working Group Reports

1. Community Engagement – Director Pearson – Meeting was held this morning. Discussed going to events and getting feedback from community members. Sept 20<sup>th</sup> 3:30-6:30 a tent will be set up at homecoming to ask a question and provide information on the thought exchange results. Possibly will also do this during conference days. Lost five design team members from the community. If the loss was from a specific area of programming or an area we need to fill we will fill that position.
2. Finance and Operations – Director Weisberg – Meeting scheduled on August 29 at 7:45 that is an open meeting. Would like to discuss at the meeting allocation of bond funds, discuss status of the audit and asked for various reports to help with negotiations. Met with auditors and I think it is important to have exec summary be corrected and they agreed it was important as well.
3. Legislative – Chair Ptacek – Sept 13<sup>th</sup> a meeting has been scheduled.
4. Personnel – Director Pearson – No meeting.

C. Board Member Reports

1. Director Riehle – Address open forum speaker – I do sponsor a lot of what the dance team has to offer. The relationship with this group is I give to and not receive from. Attended the new staff luncheon. Gratitude to innovation team and creative thinking and time spent to audit and reorganize their courses. Asking for board liaisons for each school and an anonymous teacher survey.
2. Director Weisberg – Sorry unable to attend kick-off event. Wish everyone a terrific year.
3. Director Pearson – Appreciate sending ideas ahead of time for the community engagement. Attended kick-off and heard a fabulous speaker. Teachers are working hard and I wish good luck to everyone in the school year.
4. Director Burns – Good luck to all administrators and teachers in the coming school year. Ready Set Go conferences were hailed as a great move and like to hear more feedback as how it goes this year.

5. Director Stivland – No report.

**XIII. Adjournment**

A. The meeting adjourned at 7:45 p.m.

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