



Independent School District 834
Video Conference
School Board Business Meeting Agenda – January 21, 2021 6:00 p.m.

- I. **Call to Order**
- II. **Roll Call**
- III. **Approval of Agenda**
- IV. **Superintendent Report**
- V. **Introductory Items**
 - A. Student Report
 - B. Recognition – Student Athletes
- VI. **Open Forum**

Fifteen speakers will be allotted three minutes each to speak
- VII. **Consent Agenda**
 - A. Minutes of January 7, 2021 Closed Meeting
 - B. Minutes of January 7, 2021 Business Meeting
 - C. Minutes of January 12, 2021 Special Meeting
 - D. Disbursement Register – January 9, 2021 – January 22, 2021
 - E. Accept Gifts and Donations - November and December 2020
 - F. Treasurer's & Collateral Report - June – December 2020
 - G. Human Resources Personnel Report
- VIII. **Reports**
 - A. On the Dial Learning Update – Interim Superintendent Malinda Lansfeldt
 - B. Contract Reviews - January 1, 2021- January 14, 2021 – Dr. John Thein
- IX. **Action Items**
 - A. Amended 2020-2024 Transportation Contract - MTN Bus Co. - Lance Libengood
 - B. Long Term Facility Maintenance – WOLD – Mark Drommerhausen
 - C. 10th Grade ELA Expenditures – Rachel Larson
 - D. School Calendar – Dr. Cherry
 - E. School Board Committee Assignments and Working Groups 2021 – Chair Petrie
- X. **Board Member Reports**
 - A. Board Chair Report
 - B. Working Group Reports
 - 1. Community Engagement
 - 2. Finance and Operations
 - 3. Legislative
 - 4. Policy
 - C. Board Member Reports
- XI. **Adjournment**
 - A. Adjourn

In response to guidance from the Centers for Disease Control and Prevention (CDC) on social distancing, the school board meeting will be available to the public to watch online only. The meeting will be web streamed live and archived on the district's website. Future board meetings may be conducted electronically until CDC recommendations related to the COVID-19 situation change



Agenda Item I.
Date Prepared: January 12, 2021
ISD 834 Board Meeting

Agenda Item: Call to Order
Meeting Date: January 21, 2021

Background:

The School Board Chair will call the meeting to order.

Recommendation:

Board action is not required.



Agenda Item II.
Date Prepared: January 12, 2021
ISD 834 Board Meeting

Agenda Item: Roll Call
Meeting Date: January 21, 2021

Background:

The School Board Chair will ask the secretary to take the roll. A quorum must be established in order for the meeting to proceed.

Board Members

Beverly Petrie, Chair

Alison Sherman, Vice Chair

Matt Onken, Treasurer

Annie Porbeni, Clerk

Katie Hockert, Director

Tina Riehle, Director

Liz Weisberg, Director

Malinda Lansfeldt, Interim Superintendent, Ex-Officio

Recommendation:

Board action is not required.



Agenda Item III.
Date Prepared: January 12, 2021
ISD 834 Board Meeting

Agenda Item: Approval of the Agenda
Meeting Date: January 21, 2021

Background:

Once quorum has been established the School Board Chair will request approval of the meeting agenda.

Recommendation:

A motion and a second to approve the meeting agenda will be requested.

Motion by: _____ ***Seconded by:*** _____ ***Vote:*** _____



Agenda Item IV.
Date Prepared: January 12, 2021
ISD 834 Board Meeting

Agenda Item: Superintendent Report
Meeting Date: January 21, 2021

Background:

Each meeting the Superintendent will provide an update on items of interest in the announcement category. Many times these topics develop between the time the agenda is prepared and distributed, and the meeting date. Topics generally include announcement of attendance at district events, communications items, informational items and correspondence items worth noting. What is included in this item will vary each meeting depending on the nature of the topics, the school year schedule and time of activities.

Recommendation:

Board action is not required.



Agenda Item V.
Date Prepared: January 12, 2021
ISD 834 Board Meeting

Agenda Item: Introductory Items
Meeting Date: January 21, 2021
Student Report and District Recognition

Background:

- A. Each meeting the Student Board Members will provide updates on items of interest in the announcement category. Many times these topics develop between the time the agenda is prepared and distributed and the meeting date. Topics generally include announcement of academics, activities, arts and athletics. What is included in this item will vary each meeting depending on the nature of the topics, the school year schedule and time of activities.

- B. Each meeting an individual, team, or program will be recognized for their excellence.

Recommendation:

Board action is not required.



Agenda Item VI.
Date Prepared: January 12, 2021
ISD 834 Board Meeting

Agenda Item: Open Forum
Meeting Date: January 21, 2021

Background:

Open Forum Expectations during COVID-19 Pandemic

School board meetings will be held electronically until further notice. If you wish to speak to the School Board, you will be able to do so at the start of the school board meeting during Open Forum. A sign-up for Open Forum speakers will be available online on the board webpage from 3-4 p.m. on the day of the board meeting, to provide time for instructions to connect to the meeting to be sent to speakers.

You may sign in only for yourself, not other individuals or groups. The order of speakers will be established on a first-come, first-served basis. Due to time limitations, we will limit the number of speakers to 15 for 3 minutes each. You will need the ability to join the meeting electronically either by phone or online. You will receive instructions for joining the meeting 30-60 minutes prior to the start of the meeting. If you wish to speak to the School Board, you will be able to do so at the start of the school board meeting during Open Forum. If you spoke at the last meeting, please consider allowing others to speak before you.

Stillwater Area School District welcomes input from citizens as community involvement fosters better decision making and improved learning experiences for all students. While comments and questions are welcome during Open Forum, law prohibits the Board from discussing concerns about individual employees or students in a public meeting. We will stop the proceedings immediately if employee or student privacy issues are raised and direct the speaker to forward comments regarding individual employees or students to the superintendent.

Because we are modeling civil discourse for our community, speakers must present their testimony in a respectful manner. Vulgarities, character attacks, malice or specific complaints identifying staff or students by name or implication will not be permitted.

The Board will not deliberate, discuss, or engage in conversation with speakers during open forum.

However, the Board may ask administration to review the concern(s) presented.

Recommendation:

This is for informational purposes only.



Agenda Item VII. A.B.C.D.E.F.G.
Date Prepared: January 12, 2021
ISD 834 Board Meeting

Agenda Item: Consent Agenda
Meeting Date: January 21, 2021
Contact Person: Varies by item

Background:

The consent agenda is a meeting practice which packages routine reports, Board meeting minutes, and other non-controversial items not requiring discussion or independent action as one agenda item. The Board will approve this 'package' of items together in one motion.

A. School Board Closed Meeting Minutes January 7, 2021

Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary
A copy of the minutes is included for your review.

B. School Board Regular Meeting Minutes January 7, 2021

Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary
A copy of the minutes is included for your review.

C. School Board Special Meeting Minutes January 12, 2021

Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary
A copy of the minutes is included for your review.

D. School Board Meeting Disbursement Register January 9 to January 22, 2021

Contact Person: Dr. John Thein, Director, Finance
A copy of the register has been distributed to board members.

E. Accept Gifts and Donations - November and December 2020

Contact Person: Dr. John Thein, Director, Finance
A copy of the register has been distributed to board members.

F. Treasurer's Report – June through December, 2020

Contact Person: Dr. John Thein, Director, Finance
A copy of the register has been distributed to board members.

G. Human Resources Personnel Report

Contact Person: Cindy Gustufson, Executive Director of Administrative Services
A summary of personnel transactions for the month is included for your review.

Recommendation:

***BE IT RESOLVED** by the School Board of Independent School District 834 – Stillwater Area Public Schools that Consent Agenda Items A through G be approved as written, and a copy of the agenda items is attached to the minutes.*

Motion by: _____ **Seconded by:** _____ **Vote:** _____



Independent School District 834-Stillwater Area Public Schools
Video Conference
School Board Closed Meeting Minutes
January 7, 2021

The Open meeting was called to order at 5:00 p.m.

I. Roll Call

Members present: Katie Hockert, Matt Onken, Bev Petrie, Annie Porbeni, Tina Riehle, Alison Sherman, Liz Weisberg

Others present: Malinda Lanfeldt, John Thein, Cindy Gustafson, Vanessa Norby

II. The Board adjourned to closed session at 5:08 p.m. The Minnesota Open Meeting Law, Minnesota Statutes, Section 13D.05, subdivision 3(b), allows the School Board to close a meeting to review contract negotiations and parameters with current and incoming School Board members.

Motion by: Member Alison Sherman; Second by: Member Liz Weisberg; Vote: 7 ayes, 0 nays, motion Carried Unanimously.

III. Closed meeting adjourned at 5:58 p.m. to Open Business meeting.

Motion by: Member Matt Onken; Second by: Member Liz Weisberg; Vote: 7 ayes, 0 nays, motion carried unanimously.

Respectfully submitted by Director Liz Weisberg.



Independent School District No. 834 – Stillwater Area Public Schools
Video Conference
January 7, 2021 – 6:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 5:00 p.m.
- II. **Roll Call:** Present: Present: Tina Riehle, treasurer; Katie Hockert, director; Matt Onken, director, Beverly Petrie, director, Alison Sherman, director, Liz Weisberg, director,

Adjourn to Closed Session

Motion by Member Sherman to adjourn to closed session pursuant to Minn Stat § 13D.05 to review contract negotiations and parameters with current and incoming School Board members; Seconded by Member Weisberg; Vote: 6 ayes, 0 nays, Motion Carried Unanimously.

Director Annie Porbeni joined the closed session meeting at 5:08 p.m.

Closed meeting adjourned to open meeting at 5:58 p.m.

III. **Approval of the Agenda**

Motion to approve the agenda by: Member Sherman; seconded by: Member Onken; Vote: 7 ayes, 0 nays: Motion Carried Unanimously.

IV. **Oath of Office**

Congratulations and welcome to our three new School Board members, Katie Hockert, Matt Onken and Annie Porbeni who were sworn into office and accepted the positions as School Board Directors of our school district with duties empowered by the Minnesota Legislature.

V. **Board Organization**

A. Election of Board Chair

Motion by Member Sherman to nominate Member Petrie as board chair; Only one nomination for clerk, Member Petrie accepted the nomination.

B. Election of Vice Chairperson

Motion by Member Onken to nominate Member Sherman as Vice Chairperson; Only one nomination for clerk, Member Sherman accepted the nomination.

C. Election of Clerk

Motion by Member Hockert to nominate Member Porbeni as Clerk; Only one nomination for clerk, Member Porbeni accepted the nomination.

D. Election of Treasurer

Motion by Member Weisberg to nominate Member Riehle as Treasurer; Member Riehle received 2 votes (Riehle, Weisberg); Motion fails.

Motion by Member Porbeni to nominate Member Onken as Treasure; Member Onken received 5 votes (Hockert, Onken, Petrie, Porbeni, Sherman); Member Onken accepted the nomination.

VI. Superintendent Report

- New District website being launched next week.
- Mike Poleni from the City of Stillwater has reach out to discuss the possibility of another graduation parade.
- A School Board Work Session has been scheduled for January 12, 2021 to discuss referendum consideration for a community vote next fall.
- Preschool learners are back in school as of this week.
- Beginning next week the district will be offering onsite COVID-19 salvia testing to staff that are working in-person with students.
- Congratulations to Kathy Nusbaum, School Reading Interventionist at Afton Lakeland Elementary for receiving the Elevated Educator award from Freedom Literacy for All.
- Lake Elmo is one of five elementary schools in the nation implementing the new BARR (Building Assets and Reducing Risks) model. BARR operates under the conviction that all students can learn regardless of race, zip code or family income when they are given the right support.

VII. Introductory Items

A. Student Report

Mara provided a report on academics -

- High school students are returning from winter break and nearing the end of the quarter
- Stillwater High School Seniors may apply for Community Scholarships until February 15, 2021. There are over 130 scholarships available.
- Registration for ACT testing in March closes on January 15, 2021

Brynn provided a report on Activities and Student Life -

- Winter sport teams have begun tryouts this week. Teams are practicing in pods to promote social distancing. Games will begin as early as next week. Spectators will be allowed for many sports.
- SAHS Peer helper's support and guide classmates through the social and emotional complexities of high school. They are available during distance learning, you can message them on their Instagram page at SAHS Peer helper
- NHS Coffee House Talent Show will be held virtually on January 22, 2021 at 7:00 pm. more info on their Instagram page at SAHS_NHS
- Anna Weaver ended her Senior year cross country season with a 4th place finish at the XC Town USA meet of champions in Indiana.
- Stillwater Area High School Choir recorded and shared a virtual performance to spread holiday cheer.
- The Pony Activity Center (PAC) is reopened and will return to the normal school hours, closing from 2:00 - 5:30 pm for high school activities.

B. Recognition

Assistant Directors of Student Support Services, Caitlyn Willis and Carlyne Zieske introduced some of the District Student Support staff who take care of our students' social and emotional needs. They provide learners with strategies to help them be successful. They look at the whole child and work on students' strengths and are passionate about their work.

VIII. Open Forum

- Jen Tamburo, Afton, MN - Thank you, Kindness, pride and professionalism

IX. Consent Agenda

- Minutes of December 17, 2020 Business Meeting
- Minutes of December 23, 2020 Special Meeting
- Disbursement Register – December 19, 2020 – January 8, 2021
- Human Resources Personnel Report
- Designate District Depositories of Major Accounts
- Resolution Authorizing Use of Facsimile Signature
- Resolution Delegating Contracting Authority
- Resolution Authorizing Administration to Develop Specifications and Solicit Bids
- Resolution Authorizing Director of Finance and Supervisor of Financial Services to Make Electronic Fund Transfers
- Designate Official Publication

Motion by: Member Onken to approve the Consent Agenda; Seconded by: Member Porbeni; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

X. Reports

- Enrollment Survey – Morris Leatherman
Mr. Leatherman shared findings of the district commissioned survey of outbound students, as well as those who have opted for 100% online learning.
- On the Dial Learning Update – Interim Superintendent Malinda Lansfeldt
COVID-19 Dashboard Data:
 - The Washington County Data number for December 13 - 16, 2020 is 44.49 which is now below 50.
 - The Washington County Dashboard is at 19,110 Cases Cumulative, 860 cases hospitalized, 187 cases in the ICU, and 203 deaths.
 - The University of Minnesota Dashboard data as of January 6, 2021 has a daily rate of 45.6.
 - The daily rate for Stillwater Schools as of December 31, 2020 is 41.2.
The School Community for December 25 through December 31, 2020 shows the weekly COVID19 cases for students is 0 and 2 cases for staff and
 - The weekly exposed/ quarantined cases for students is 1 and 3 for staff.
 - The Cumulative COVID19 cases for the school year is 166 cases for students and 96 cases for staff and
 - The cumulative exposed/quarantined cases for students is 2584 and 4 for staff.

The PreK-5 return to school timeline recommendation is:

- Preschool returned to Hybrid learning 2 days per week on January 6th and 7th (cohorts A & B). Starting on January 27, 2021, students will begin in person 4 days per week.
- January 25th and 26th will be transition days for K-5, No school for “On the Dial” learners. These will be regular school days for 100% online learners.
- Beginning on January 27, 2021, students in grades K-2 will begin in person learning, 4 days per week, “C” day at home learning. Starting on March 1, 2021 students will begin in person learning 5 days a week.
- Beginning on February 10, 2021, students in grades 3-5, will begin in person learning 4 days a week, “C” day at home learning. Starting on March 1, 2021, students will begin in person learning 5 days a week.
- Students in grades 6-12 will continue to follow the same protocols and parameters of the previous plan to determine learning models.

- C. School Board Committee Assignments and Working Groups 2021 – Board Chair
The School Board Chair will appoint board committees and working groups for 2021. Working groups are advisory groups that gather information on topics in the related areas. These groups do not make recommendations to the School Board.

School Board Representative to:

- Association of Metropolitan School Districts (AMSD)
- Community Education Advisory Council
- MN State High School League (MSHSL)
- Northeast Metro 916
- Partnership Plan
- Schools for Equity in Education (SEE)

School Board Sub-Committees 2020

Finance and Operations, Legislative, Personnel Policy, Treasurer and Clerk

Note: Assignments are made in January of each calendar year. The approval of the 2021 Committee Representatives and Working Group Assignments will be requested at the next business meeting.

- D. Contract Reviews - December 11, 2020- December 30, 2020 – Dr. John Thein
Dr. Thein shared the following contracts less than \$50,000
- AVID Membership Fees Renewal for secondary schools (OLMS, SAHS & SMS). Effective date July 1, 2021 to June 30, 2022. This is an annual contract supporting Stillwater Area Public Schools membership in the AVID system. Total cost is \$14,037.00 (\$4,679.00 per school).
 - Baker Tilly US, LLP was approved at the December 3, 2020 business board meeting as the firm to provide the district Community Engagement Services. The cost for the first survey is \$28,950.00, cost for the second survey is \$18,900.00 and cost for the master tasks and timelines for both an operating and bond referendum is \$1,000.00 each. Total cost is \$49,850.00.
 - Follett School Solutions - an amended agreement to our Destiny Resource Management agreement (total cost is \$18,128.00). Year one is for licensing and implementation for our non-library management system addition to Destiny for a cost of \$12,639.00. Year two is for annual licensing and maintenance for a cost of \$5,489.00.
 - NAC Mechanical & Electrical Service will upgrade the Districts building controls licensing (District wide) for a total cost of \$4,872.00.
 - NAC Mechanical & Electrical Service will integrate two (2) roof top units to Alerton HVAC controls at Andersen Elementary. The HVAC computer installed in 1996 is no longer working. Total cost is \$12,700.00.
 - PearDeck - Is a 6-month contract (January - June 30, 2021) for secondary teachers for online learning management. Total cost is \$12,150.00 for district licenses for 2020-2021.
 - YMCA Equity Innovation Consulting Services Agreement – Transforming Workplace Culture, Intercultural Development Inventory (IDI) and the Equity Leader Institute for a cost of \$9,900.00 (8 sessions) expiring on March 31, 2021.
- E. School District Calendar – Dr. Jennifer Cherry
The Calendar Committee is made up of parents, teachers, principals and district administrators and they met 4 times this fall. Dr. Cherry shared 2 options for the 2021-2022 school calendar.

- Option 1 school begins on Monday, August 30, 2021, which is prior to Labor Day and the last day of school is Thursday, June 2, 2021.
- Option 2 school begins on Monday, September 7, 2020, which is after Labor Day and the last day of school is Thursday, June 7, 2021.

Administration is recommending option 1 for the 2021-2022 school calendar. This will be an action item at the next business meeting.

XI. Action Items

A. Establish 2021 Calendar of Meetings – Board Chair

Chair Petrie shared that the proposed 2021 School Board meeting dates will be discussed at the January 12, 2021 work session.

No motion taken.

B. Establish 2021 Board Member Salaries – Board Chair

Chair Petrie shared the School Board member's annual salary history and neighboring school districts annual salary for comparison.

Motion by: Member Weisberg to approve the 2021 School Board Annual Salary; Seconded by: Member Sherman; Vote: 7 ayes, 0 nays; Motion carried unanimously.

C. Learning Model Change – Interim Superintendent Lansfeldt

Interim Superintendent Lansfeldt shared a plan to begin the youngest learners back in classrooms using a phased-in approach. Administration is recommending bringing students in grades K-2 back to school at the start of third quarter, and returning students in grades 3-5 to school two weeks later. Secondary students would remain in distance learning.

Motion by: Member Onken to approve grades K-2 back to school at the start of third quarter, and returning students in grades 3-5 to school two weeks later. Secondary students would remain in distance learning; Seconded by: Member Porbeni; Vote: 6 ayes, 1 nays (Weisberg); Motion carried.

XII. Board Reports

1. Board Chair Report – No report

Working Group Reports

1. Community Engagement – Nothing to report
2. Finance and Operations – Nothing to report
3. Legislative – Nothing to report
4. Policy – Nothing to report

2. Member Reports: - No report

XIII. Adjournment

A. The meeting adjourned at 9:03 p.m.

Respectfully submitted, Annie Porbeni, Clerk



Independent School District No. 834 – Stillwater Area Public Schools
Video Conference
January 12, 2021 – 6:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 6:04 p.m.
- II. **Roll Call:** Present: Beverly Petrie, chair; Alison Sherman, Vice Chair; Annie Porbeni, clerk; Matt Onken, treasurer; Kate Hockert, director; Tina Riehle, director; Liz Weisberg, director Weisberg, director

III. **Approval of the Agenda**

Motion to approve the agenda by: Member Riehle; seconded by: Member Sherman; Vote: 7 ayes, 0 nays: Motion Carried Unanimously.

IV. **Reports**

- A. Review of the 2021 School Board Calendar
Chair Petrie shared the options of changing the day of the week for School Board meetings.

V. **Action Items**

- A. Approval of the 2021 School Board Calendar
Chair Petrie reviewed the options of changing the day of the week for School Board meetings. Recommendations to approve the 2021 School Board Calendar

Motion by: Member Riehle to approve the 2021 School Board Calendar; Seconded by: Member Weisberg; Vote: 7 ayes, 0 nays; Motion Carried Unanimously.

VI. **Adjournment**

- A. The meeting adjourned at 6:09 p.m.

Respectfully submitted, Annie Porbeni, Clerk

(New Hires, Resignations, Retirements, Terminations, Leave Requests)

RETIREMENT/RESIGNATION/RELEASE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Duffy, Ryan	Resigned	Community Education Assistant 2.0 hrs/day Lake Elmo Elementary School	CE Leads & Assistants	December 23, 2020
Gray, Debra	Retirement (20 years)	1.0 FTE Special Education Teacher Stillwater Area High School	SCEA	June 7, 2021
Majeski, Tara	Resigned	Health Paraprofessional 6.5 hrs/day Andersen Elementary School	SCPA	January 4, 2021
McGinnis, Robert	Retirement (20 years)	Custodian, Lvl V, 8/0 hrs/day Stonebridge Elementary	Custodial	March 5, 2021
Monson, Kristina	Resigned	Paraprofessional 6.0 hrs/day Lily Lake Elementary School	SCPA	December 28, 2020
Pearson, Jenna	Resigned	Paraprofessional 6.25 hrs/day Lily Lake Elementary School	SCPA	December 31, 2020
Pentland, Michelle	Retirement (28 years)	1.0 FTE Elementary Education Teacher Lily Lake Elementary School	SCEA	June 7, 2021
Schlagel, Carol	Resigned	Health Paraprofessional 6.5 hrs/day Lake Elmo Elementary School	SCPA	January 29, 2021
Traxler, Susan	Retirement (34 years)	1.0 FTE Elementary Education Teacher Lily Lake Elementary School	SCEA	June 7, 2021

HIRES/REHIRES

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Bertsch, Colleen	.3 FTE Orchestra Teacher Stillwater Area High School	\$71,987.00	Replacement	SCEA	January 25, 2021 - June 7, 2021
Dinzeo, Nichole	Community Education Casual District Wide	\$14.50 / hour	Replacement	Casual	January 19, 2021
Kourajian, Shannon	.3 FTE Art Teacher Stillwater Area High School	\$43,728.00	Replacement	SCEA	January 25, 2021 - June 7, 2021
Murphy, Nathan	Community Education Assistant 3.25 hrs/day Lake Elmo Elementary School	\$15.00 / hour	Replacement	CE Leads & Assistants	January 11, 2021
Weinberger, Lisa	Assistant Alpine Ski Coach Stillwater Area High School	\$1,548.00	Replacement	Co-Curricular	January 8, 2021
Zurn, Gavin	Community Education Casual District Wide	\$12.00 / hour	Replacement	Casual	January 12, 2021

LEAVES OF ABSENCE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
DeLance, Leila	Approve	Paraprofessional 5.25 hrs/day Rutherford Elementary School	SCPA	January 9, 2021 - June 3, 2021
DeWall, Katie	Approve	1.0 FTE Elementary Education Teacher Stonebridge Elementary	SCEA	March 26, 2021 - June 7, 2021 (estimated dates)
Holman, Barbara	Approve	Paraprofessional 5.2 hrs/day Early Childhood Family Center	SCPA	January 1, 2021 - June 3, 2021
Johnson Gray, Dana	Approve	1.0 FTE Instructional Coach Afton-Lakeland Elementary	SCEA	September 2, 2020 - May 2, 2021 (revised dates)

ADDITIONAL ASSIGNMENTS

NAME	Position	Reason	Group	EFFECTIVE DATE
Parker, Mike	Community Education Casual District Wide	Student Need	Casual	January 12, 2021
Sebo, Tom	Community Education Casual District Wide	Student Need	Casual	January 12, 2021



Agenda Item: VIII. A.
Date Prepared: January 14, 2021

Agenda Item: On the Dial Learning Update
Meeting Date: January 21, 2021
Contact Person: Interim Superintendent Malinda Lansfeldt

Background:

Interim Superintendent Lansfeldt will provide an update on the district's learning model.

No Action required.



Agenda Item VIII. B.
Date Prepared: January 11, 2021
ISD 834 Board Meeting

Report Agenda: Contract and Expenditure Reviews

Meeting Date: January 21, 2021

Contact Person: Dr. John Thein, Director of Finance

Summary

The school board requested a change to contract and expenditure procedures to enhance clarity and consistency. At the October 8, 2020 business board meeting it was approved, effective immediately, a new procedure for contracts within the administration's authority less than \$50,000 now must be brought to the Board after execution. All such contracts are brought to the board for informational purposes.

Below is a list of contracts from January 1, 2021 to January 14, 2021.

- Larson Engineering for design and bid specifications – for 2021 pavement rehab projects: Afton-Lakeland – seal coating, crack sealing, and pavement repairs for west parking lot & bus drive; Lily Lake - seal coating, crack sealing, and pavement repairs for west parking lot and drive; Stonebridge - seal coating, crack sealing, and pavement repairs for main parking lot and drive; OLMS - seal coating, crack sealing, and pavement repairs for east parking lot and drive; SMS – athletic track resurfacing; SAHS – concrete sidewalk replacement. Time and material for these projects will not exceed \$50,000.00.
- WOLD – Roof replacement project at Oak Park Elementary during the summer of 2021 for a cost of \$31,875.00.

Recommendation:

This is a report for information.



Agenda Item IX. A.
Date Prepared: December 11, 2020
ISD 834 Board Meeting

Action Items: Amended 2020-2024 Transportation Contract – MTN Bus Co.

Meeting Date: January 21, 2021

Contact Person: Lance Libengood, Director of Transportation

Summary:

Due to the COVID-19 Pandemic, an amended contract was agreed upon on January 12, 2021 whereas Contractor Metropolitan Transportation Network, Inc. (MTN) and Stillwater Area Public School agreed to pay 84% of the contracted rates that was currently in place for FY21 for previously scheduled district school days that transportation was not provided due COVID-19. District agrees to pay Contractor based on payment timeline as indicated in current existing contract. It was stated that Contractor will use the funds to continue paying personnel utilized in the service of this contract.

Administration recommends approval of the new amended contract.

A copy of the new amended MTN contract was provided.

Recommendation:

A motion and a second to approve the new amended MTN contract will be requested.

Motion by: _____ **Seconded by:** _____ **Vote:** _____

**AMENDMENT TO THE 2020-2024 AGREEMENT
BETWEEN
INDEPENDENT SCHOOL DISTRICT NO. 834
AND
THE METROPOLITAN TRANSPORTATION NETWORK**

WHEREAS, Independent School District No. 834, Stillwater Area Public Schools ("School District") and the Metropolitan Transportation Network, Inc. ("MTN") (collectively the "Parties") entered into a contract (the "Agreement") for transportation services for the period August 1, 2020 - June, 2024; and

WHEREAS, the School District is subject to various Governor's Orders and recommendations/guidelines by the Minnesota Department of Health/Minnesota Department of Education/local health department, as well as guidance by the Center for Disease Control, related to the COVID-19 pandemic; and

WHEREAS, as part of the School District's Safe Schools Plan, it may deem it necessary to implement a hybrid or distance learning instructional plan that results in a reduction or suspension of bus transportation routes for students; and

WHEREAS, the Parties wish to amend the Agreement to provide for partial payment to MTN for routes that cannot be driven due to a change in the instructional plan.

NOW, THEREFORE, the Parties mutually agree as follows:

1. After full execution of this Amendment and School Board approval, the School District will pay MTN at the rate of 84% of the contractual amount per route for regular and special education routes that MTN could not drive due to changes in the School District's Safe Schools instructional plan. For the period August 1-31, 2020 the payment will be: \$38,420.60. For the period September 1-30, 2020 the payment will be: \$226,055.26. No other payment will be made for routes not driven during August and September 2020. For the months of October, November and December, 2020 and January, February, March, April, May and June, 2021, MTN will submit separate invoices, subject to District review, for regular and special education routes which were not driven due to changes in the School District's Safe Schools instructional plan. Payment of those invoices will be paid at the rate of 84% of the contractual amount for regular and special education routes.
2. It is specifically understood and agreed that this Amendment for partial payment for routes applies only to regular and special education routes; no payment will be made for extra-curricular, co-curricular, field trip routes, or any other routes not driven due to changes in the School District's Safe Schools Plan. Also, this Amendment does not apply to fuel costs.
3. As a condition for this Amendment and receipt of the payments set forth in Paragraph No. 1, MTN may not lay-off or terminate the employment of its

employees assigned to serve the School District, and MTN must pay such employees their full regular wages and benefits, without reduction for routes not driven due to changes in the School District's instructional plan. MTN, however, still maintains its right to terminate employment of employees for cause and/or in accordance with its progressive discipline policy from the date of this agreement through June 30, 2021. MTN agrees to furnish evidence of compliance with this paragraph, by individual employee, if requested by the School District.

4. As a condition for this Amendment, MTN must disclose the details, as requested by the School District, of any state or federal aid it has received or applied for to defray the fiscal impact of the COVID-19 pandemic (i.e. Paycheck Protection Plan, Small Business Loan). If MTN receives state or federal aid, the Parties will attempt to mutually agree as to whether and in what amount the aid will affect the payment obligations under this Amendment. If the Parties do not reach an agreement, with 10 days' notice to MTN, payments under this Amendment will cease, and the amounts already paid to MTN pursuant to this Amendment will be deducted from future invoices submitted by MTN.
5. This Amendment shall expire on June 30, 2021. The Parties may agree to enter into a subsequent Amendment to address routes MTN is not able to drive due to changes in the School District's Safe Schools instructional plan.
6. Except as otherwise expressly provided in this Amendment, all of the terms, conditions and provisions of the 2020-2024 Agreement between the Parties shall remain in full force and effect.

IN WITNESS WHEREOF, this Amendment is executed on the dates indicated below. It is specifically agreed and understood that this Amendment is valid only if approved by action of the School Board of the School District.

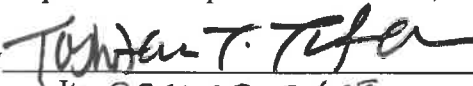
Date: _____

Independent School District No. 834

By _____
Its _____

Date: 01-12-2021

Metropolitan Transportation Network, Inc.

By 
Its PRESIDENT & CEO



Agenda Item IX. B.
Date Prepared: January 13, 2021
ISD 834 Board Meeting

Action Agenda Item: Wold Architects and Engineers - Professional Services
Meeting Date: January 21, 2021
Contact Person: Mark Drommerhausen, Director of Operations

Background: Wold Architects and Engineers have provided a proposal for architectural and engineering services for the upcoming summers Long Term Facilities Maintenance projects. The projects will replace facility finishes, mechanical systems, and plumbing fixtures. Wold Architects and Engineers will create bidding specifications and drawings, approve submittals, issue change orders, certify payments and monitor construction progress. Reimbursable expenses and engineering design will have additional costs to the proposal.

Location(s): District Wide

Project Name: Wold Architects and Engineers – Professional Services

Fund: Long Term Facility Maintenance

Fund Description: Professional Services for 2021 District Renovations

Item: Architectural and Engineering Services

Amount: \$185,717.00

Recommendation:

A motion and a second to approve the consent agenda will be requested.

Motion by: _____ **Seconded by:** _____ **Vote:** _____

EXPENDITURE APPROVAL FORM

Fiscal Year 20/21 and 21/22

Instructions: This form is to be completed any time a lease, purchase, or contract for goods or services exceeds \$50,000.

REQUESTED BY: Mark Drommerhausen **DATE:** 1/13/2021

DESCRIPTION OF REQUEST

Wold Architects and Engineers have provided a proposal for architectural and engineering services for the upcoming summers Long Term Facilities Maintenance projects. The projects will replace facility finishes, mechanical systems, and plumbing fixtures. Wold Architects and Engineers will create bidding specifications and drawings, approve submittals, issue change orders, certify payments and monitor construction progress. Reimbursable expenses and engineering design will have additional costs to the proposal.

FINANCIAL IMPACT

\$ 185,817.00 (proposed) plus additional reimbursable expenses and engineering design.

Budget(s) Impacted: \$185,717.00 currently approved under long-term facility maintenance revenue.

Is This a One-Time Expenditure?

☒ **Yes**, once implemented there will be no ongoing costs

☐ **No**, it will need to be funded indefinitely

☐ **No**, it will need to be funded for Fiscal Years 2020-?

Is there an off-setting revenue source(s)?

☒ **Yes** List Source(s): Long-Term Facilities Maintenance

☐ **No**

PROGRESS MONITORING

Create bidding documents and solicit bids in early 2021. Complete 2021 summer construction prior to the start of the 2021-2022 school year.



December 22, 2020
Revised January 4, 2021

Dr. John Thein
Director of Finance
Stillwater Area Public Schools
1875 South Greeley Street
Stillwater, Minnesota 55082

Re: Independent School District #834
District Wide Summer 2021 LTFM
Commission No. 9999

Dear John:

We are pleased to be able to quote a fixed fee for the long term facility maintenance work that will be done district wide. As in the past, our fee is based on a fixed percentage of the construction budget plus ½ of the contingency. Project soft costs are budgeted at 20% of construction and include A/E design fees, contingency, commissioning, testing, permits, printing costs, etc. Reimbursable expenses will be billed at actual rate as they are incurred.

Our fees are based upon the discussion at our meeting on December 9, 2020 where we identified projects that would be undertaken by the Design Team or by the Owner. From that conversation, \$2,899,000 was identified for the Design Team as a project cost.

<u>Fee Calculation:</u>	<u>Project Costs</u>
Total Construction Cost	\$ 2,415,833
Contingency (5%)	\$ 120,792
Mechanical Testing (5%)	\$ 120,792
<u>Project Soft Costs (10%)</u>	<u>\$ 241,583</u>
Total Project Budget	\$ 2,899,000
Fee Basis	
\$2,415,833 + ½ Contingency (\$60,396)	\$ 2,476,229
	x 7.5%
Calculated Fee	\$ 185,717

If additional scope and funds are added to the project beyond the \$2,899,000 identified above, we will revise our fees accordingly based on this fee structure.

We anticipate the following schedule such that the project will be constructed over the summer of 2021 and it to be fully complete for the start of the 2021-22 school year.

Design Development:	December 2020
Contract Documents:	January – Early March 2021
Bidding:	March 2021
Substantial Completion:	Late August 2021

Wold Architects and Engineers
332 Minnesota Street, Suite W2000
Saint Paul, MN 55101
woldae.com | 651 227 7773

**PLANNERS
ARCHITECTS
ENGINEERS**



Per our Master Contract with the School District, please sign this letter below. We will take that as our written authorization to proceed with this work.

We look forward to our continuing work with the District.

Please contact me if you have any questions.

Sincerely,

Wold Architects and Engineers

Valerie Peterson | AIA, LEED AP
Associate

Dr. John Thein
Director of Finance
Stillwater Area Public Schools

cc: Anthony Willger, ISD #834
Gary Zifko, KA
Paul Aplikowski, Wold
Accounting

TD/promo/ISD_834/crsp/dec20



Agenda Item: IX. C
Date Prepared: January 13, 2020
ISD 834 Board Meeting

Agenda Item: 10th Grade ELA Expenditures
Meeting Date: January 21, 2021
Contact Person: Rachel Larson, Director of Learning and Innovation

Background

As part of the board approved Secondary ELA Curriculum proposal at the January 23, 2020 School Board Business Meeting, this request is for 10th grade curriculum and professional development through Houghton Mifflin Harcourt. The total cost for the invoice is \$61,479.24.

This expense has already been earmarked and is within the board approved FY20 and FY21 General Budget. Specifically, this expense will come out of the Learning and Innovation Department curriculum budget that was approved within the FY20 and FY21 General Budget.

Recommendation:

Approval of the secondary ELA Curriculum and professional development for a total cost of \$61,479.24.

Motion by: _____ ***Seconded by:*** _____ ***Vote:*** _____

EXPENDITURE APPROVAL FORM

Fiscal Year 2019-2020

Instructions: This form is to be completed any time a lease, purchase, or contract for goods or services exceeds \$50,000.

☐ This is a staffing increase due to student need/count. This form will only show as a consent item for the board.

REQUESTED BY: Rachel Larson

DATE: 1/12/2021

DESCRIPTION OF REQUEST (Purpose, Intent, Reasoning)

As part of the board approved Secondary ELA Curriculum proposal at the January 23, 2020 School Board Business Meeting, this request is for 10th grade curriculum and professional development through Houghton Mifflin Harcourt. The total cost for the invoice is \$61,479.24.

This expense has already been earmarked and is within the board approved FY20 and FY21 General Budget. Specifically, this expense will come out of the Learning and Innovation Department curriculum budget that was approved within the FY20 and FY21 General Budget.

[10th Grade Into Literature Invoice January 2021](#)

ANTICIPATED BUDGET AREA(S) IMPACTED

Anticipated Budget Area(s) Impacted (direct/indirect costs): General Budget

This expense is within the board approved FY20 and FY21 General Budget. Specifically, it will come out of the Learning and Innovation Department curriculum budget. Therefore, this is not an additional expense for the board.

Anticipated expense:

Is This a One-Time Expenditure?

☒ **Yes**, once implemented there will be no ongoing costs

Note: There will be additional on-going costs as we pay teachers to write curriculum. These costs are already in the approved FY20 and FY21 General Budget and reserved within the Learning and Innovation Departments curriculum budget.

☐ **No**, it will need to be funded indefinitely

☐ **No**, as long as the program continues to be a priority, the positions will potentially continue.

Is there an off-setting revenue source(s)?

☐ **Yes** List Source(s):

☒ **No**

NEXT STEPS (measurement and/or follow up)

We will likely begin professional development in June or July to ensure teachers have adequate time over the summer to prepare for implementation in the 2020-2021 school year.

In the future there will be more Houghton Mifflin Harcourt purchase orders for the Secondary ELA Curriculum Proposal but this specific form is for grade 10 only. However, all these funds have already been approved at the January 23, 2020 School Board Business Meeting and have been earmarked within the Learning and Innovation Department curriculum budget. This is not an additional expense for the board.



Houghton Mifflin Harcourt

Proposal
Prepared For
Stillwater Area Sch Dist 834

Attention:
Karen Latterell
latterellk@stillwaterschools.org

For the Purchase of:
Into Literature 6-12

Prepared By
Brad Tesdahl
brad.tesdahl@hnhco.com

Please submit this proposal with your purchase order.

Purchase orders or duly executed service agreements for **Professional Services** purchased, must be submitted at least 30 days before the service event date.

Attention:
Karen Latterell
latterellk@stillwaterschools.org **HMH**

Confidential and Proprietary

Customer Experience
9400 South Park Center Loop Orlando, FL
32819
FAX: 800-269-5232
k12orders@hnhco.com

ISBN Title Price Quantity Value of all Materials

Value of Free Materials
Charged Materials**Grade 10****Student Digital Licenses**Digital Student Resources 6 Year Grades 9-12
Implementation Success

\$96.00 470 \$45,120.00 \$9,024.00 \$36,096.00

1810771 9780358574644 Into Literature Student License Digital 6 Year Grade 9- 12
Includes:**Total for Student Digital Licenses \$36,096.00****Teacher Digital Licenses**1809710 9780358565918 Into Literature Teacher License Digital with Teacher's
Corner 6 Year Grades 9-12
Includes:
Into Literature Digital Teacher Resources 6 Year Grades 9-12
Access to Teacher's Corner**A la Carte Items Available for Purchase****Teacher Materials**

\$450.00 7 \$3,150.00 \$3,150.00

Total for Teacher Digital Licenses

1791539 9780358416524 Into Literature Teacher Edition Grade 10 \$150.00 7 \$1,050.00 \$210.00 \$840.00

Student Materials

1805872 9780358538400 Into Literature Softcover Student Edition 6 Year Print Grade 10

1793807 9780358436041 Language Arts Novel 3 Points
Recommended for a range of titles and choices from the HMH Novel List.
\$48.00 470 \$22,560.00 \$4,512.00 \$18,048.00 \$12.00 470 \$5,640.00 \$1,128.00

\$4,512.00

Total for A la Carte Items Available for Purchase \$23,400.00**Total for Grade 10 \$59,496.00****Professional Services****Implementation Success Plan**1810630 9780358574101 2022 Into Literature Getting Started Live Online
Version 2 2 Hour Grades 6-12
The Getting Started live online session is streamlined to focus on
preparing teachers for their first weeks of instruction. Participants engage
in a variety of interactive experiences to learn about the organization and
resources of Into Literature. The goal is to build confidence and prepare
teachers for a strong start with Into Literature.**Total for Professional Services \$0.00**Attention:
Karen Latterell
latterellk@stillwaterschools.org

Coupon Code: PRODPB20

k12orders@hnhco.com

HMH Confidential and Proprietary

007894261 Sold:0000144098 Ship:0000144098 Page 2 of 4 Please submit this form with your purchase order

Date of Proposal: 12/11/2020

Expiration Date: 1/25/2021 Value of

Proposal for Stillwater**Area Sch Dist 834**

ISBN Title	Price	Quantity	Value of all Materials	Value of Free Materials Charged Materials
------------	-------	----------	------------------------	--

Karen Latterell

Subtotal Purchase Amount:	\$59,496.00
<u>Shipping & Handling:</u>	<u>\$1,983.24</u>
Total Cost of Proposal (PO Amount):	\$61,479.24

****Please add proper sales tax to your order****

Coupon Code: PRODPB20
latterellk@stillwaterschools.org **HMH**

Orlando, FL 32819 FAX: 800-269-5232
k12orders@hnhco.com

007894261 Sold:0000144098 Ship:0000144098 Page 3 of 4 Please submit this form with your purchase order

Date of Proposal: 12/11/2020

Proposal for Stillwater

Total Cost of Proposal (PO Amount): \$61,479.24

Expiration Date: 1/25/2021

Area Sch Dist 834

Thank you for considering HMH as your partner. We are committed to providing an excellent experience and delivering ongoing, high quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Purchase. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges. · Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
 - o Point of Contact for Print materials
 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

Ship to:

Stillwater Area School District 834
1875 Greeley St S
Stillwater, MN 55082-6079

Sold to:

Stillwater Area School District 834 1875 Greeley St
S
Stillwater, MN 55082-6079

- Please provide funding start and end dates.

- Please note that all products and services will be billed upon the processing of your purchase order. · Our payment terms are 30 days from the invoice date.
- Print subscription material quantities may be adjusted across grades for like products, to accommodate enrollment fluctuations, quantities cannot be adjusted between different programs or copyrights.
- Our shipping terms are FOB shipping point. The shipping term for your proposal is Shipping Point. · Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the HMH terms of service shall apply.

Thank you in advance for supplying us with the necessary information at time of purchase.

Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution.

For greater detail, the complete Terms of Purchase may be reviewed here: <http://www.hmhco.com/common/terms-conditions>

Date of Proposal: 12/11/2020 Proposal Expiration Date: 1/25/2021



Houghton Mifflin Harcourt

Attention:
Karen Latterell
latterellk@stillwaterschools.org **HMH**

32819
FAX: 800-269-5232
k12orders@hnhco.com

Confidential and Proprietary

Customer Experience
9400 South Park Center Loop Orlando, FL

Coupon Code: PRODPB20

007894261 Sold:0000144098 Ship:0000144098 Page 4 of 4 **Please submit this form with your purchase order**



Agenda Item: IX. D.
Date Prepared: January 14, 2021
ISD 834 Board Meeting

Report: 2021-2022 Calendar
Meeting Date: January 21, 2021
Contact Person: Dr. Cherry, Assistant Superintendent

Summary:

A calendar committee comprised of parents, students, teachers, building administrators, and district staff is gathered each year to create calendar options and recommendations for the school board to consider. The 2021 calendar committee met on multiple occasions and developed two potential calendars.

Recommendation:

Administration is recommending option 1 for the 2021-2022 school calendar. A motion and a second to approve the 2021-2022 calendar will be requested.

Motion by: _____ **Seconded by:** _____ **Vote:** _____



Aug 17-19	New Teachers Workshop
Aug 23-26	Professional Development Day
Aug 27	Teacher Non-Duty Day (no school)
Aug 30	First day of school
Sept 3	Teacher Non-Duty Day (no school)
Sept 6	Labor Day (no school)
Oct 21-22	MEA - Teacher Non-Duty Day (no school)
Nov 1	Conference Planning Day (no school)
Nov 2	Professional Development Day (no school)
Nov 5	End of quarter 1
Nov 8	Teacher Workshop/Grading (no school)
Nov 25	Thanksgiving (no school)
Nov 26	Teacher Conference Comp (no school)
Dec 23	Teacher Non-Duty Day (no school)
Dec 24	Christmas Eve (no school)
Dec 27-30	Teacher Non-Duty Day (no school)
Dec 30	New Year's Eve (no school)
Jan 17	Professional Development Day (no school)
Jan 21	End of quarter 2/semester 1
Jan 24	Teacher Workshop/Grading (no school)
Feb 21	Conference Planning Day (no school)
Mar 7-11	Teacher Non-Duty Day (no school)
Mar 31	End of quarter 3
Apr 1	Teacher Workshop/Grading (no school)
Apr 15	Professional Development Day (no school)
May 30	Memorial Day (no school)
June 2	Last day of school/End of semester 2
June 3	Teacher Workshop/Grading (no school)
June 6	Teacher Conference Comp (no school)

August 2021

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

September 2021

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

October 2021

M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

November 2021

M	T	W	Th	F
1	2	3	4	5*
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

December 2021

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

January 2022

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21*
24	25	26	27	28
31				

February 2022

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

March 2022

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31*	

April 2022

M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

May 2022

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

June 2022

M	T	W	Th	F
		1	2*	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

- New Teachers Workshop (3)
- Professional Development Day (7)
- Holiday Days (5)
- Teacher Conference Comp (2)
- Teacher Workshop/Grading (4)
- Conference Planning Day (2)
- No School/Teacher Non-Duty day
- End of Quarter/Semester

Elementary Conferences are: TBD		Elementary Conferences are: TBD		Middle School Conferences are: TBD	
Quarter 1 = 44	Quarter 2 = 44	Semester 1 = 88	Quarter 3 = 42	Quarter 4 = 42	Semester 2 = 84
Student Contract Days = 172		Teacher Contract Days = 192		New Teacher Contract Days = 195	



Aug 24-26	New Teachers Workshop
Aug 30-Sept 2	Professional Development Day
Aug 27	Teacher Non-Duty day (no school)
Sept 3	Teacher Non-Duty Day (no school)
Sept 6	Labor Day (no school)
Sept 7	First day of school
Oct 21-22	MEA - Teacher Non-Duty Day (no school)
Nov 1	Conference planning Day (no school)
Nov 2	Professional Development Day (no school)
Nov 11	End of quarter 1
Nov 12	Teacher Workshop/Grading (no school)
Nov 25	Thanksgiving (no school)
Nov 26	Teacher Conference Comp (no school)
Dec 23	Teacher Non-Duty Day (no school)
Dec 24	Christmas Eve (no school)
Dec 27-30	Teacher Non-Duty Day (no school)
Dec 30	New Year's Eve (no school)
Jan 17	Professional Development Day (no school)
Jan 27	End of quarter 2/semester 1
Jan 28	Teacher Workshop/Grading (no school)
Feb 21	Conference Planning Day (no school)
Mar 7-11	Teacher Non-Duty Day (no school)
Apr 7	End of quarter 3
Apr 8	Teacher Workshop/Grading (no school)
Apr 15	Professional Development Day (no school)
May 30	Memorial Day (no school)
June 8	Last day of school/End of semester 2
June 9	Teacher Workshop/Grading (no school)
June 10	Teacher Conference Comp (no school)

August 2021

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

September 2021

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

October 2021

M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

November 2021

M	T	W	Th	F
1	2	3	4	5
8	9	10	11*	12
15	16	17	18	19
22	23	24	25	26
29	30			

December 2021

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

January 2022

M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27*	28
31				

February 2022

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

March 2022

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

April 2022

M	T	W	Th	F
				1
4	5	6	7*	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

May 2022

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

June 2022

M	T	W	Th	F
		1	2	3
6	7	8*	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	



New Teachers Workshop (3)



Professional Development Day (7)



Holiday Days (5)



Teacher Conference Comp (2)



Teacher Workshop/Grading (4)



Conference Planning Day (2)



No School/Teacher Non-Duty day



End of Quarter/Semester

Elementary Conferences are: TBD		Elementary Conferences are: TBD		Middle School Conferences are: TBD	
Quarter 1 = 44	Quarter 2 = 44	Semester 1 = 88	Quarter 3 = 42	Quarter 4 = 42	Semester 2 = 84
Student Contract Days = 172		Teacher Contract Days = 192		New Teacher Contract Days = 195	



Agenda Item IX. E.
Date: January 14, 2021
ISD 834 Board Meeting

Report for Action: School Board Member Assignments 2021

Meeting Date: January 21, 2021

Contact Person: School Board Chair Petire

Background:

The School Board Chair will appoint board committees and working groups for 2021. Working groups are advisory groups that gather information on topics in the related areas.

School Board Representative to:

Association of Metropolitan School Districts (AMSD)	Alison
Community Education Advisory Council	Liz
MN State High School League (MSHSL)	Matt
Northeast Metro 916	Katie
Partnership Plan	Annie
Schools for Equity in Education (SEE)	Bev, Tina

School Board Sub-Committees 2020

Finance and Operations	Legislative	Personnel	Policy	Community Engagement
Chair: Matt	Chair: Bev	Chair: Annie	Chair: Katie	TBD
Liz	Katie	Liz	Annie	TBD
Alison	Tina	Alison	Bev	TBD

*Note: * indicates chair*

Assignments are made in January of each calendar year

Recommendation:

A motion and a second to approve the committee assignments will be requested.

Motion by:_____ **Second by:**_____ **Vote:**_____



SCHOOL BOARD LIAISONS

2019-2020 Semester 1		
School	School	Board Member
Afton Lakeland	ALC	Mark Burns
Andersen	ECFC	Shelley Pearson
Brookview	GATE	Jennifer Pelletier
Lake Elmo	OMS	Mike Ptacek
Lily Lake	SAHS	Tina Riehle
Rutherford	SMS	Sarah Stivland
Stonebridge	Transitions	Elizabeth Weisberg
2019-2020 Semester 2		
Afton Lakeland	ALC	Shelley Pearson
Andersen	ECFC	Jennifer Pelletier
Brookview	GATE	Mike Ptacek
Lake Elmo	OMS	Tina Riehle
Lily Lake	SAHS	Sarah Stivland
Rutherford	SMS	Elizabeth Weisberg
Stonebridge	Transitions	Mark Burns
2020-2021 Semester 1		
Afton Lakeland	ALC	Jennifer Pelletier
Andersen	ECFC	Mike Ptacek
Brookview	GATE	Tina Riehle
Lake Elmo	OMS	Sarah Stivland
Lily Lake	SAHS	Elizabeth Weisberg
Rutherford	SMS	Mark Burns
Stonebridge	Transitions	Shelley Pearson
2020-2021 Semester 2		
Afton Lakeland	ALC	Matt Onken
Andersen	ECFC	Tina Riehle
Brookview	GATE	Annie Porbeni
Lake Elmo	OMS	Elizabeth Weisberg
Lily Lake	SAHS	Beverly Petrie
Rutherford	SMS	Katie Hockert
Stonebridge	Transitions	Alison Sherman



Agenda Item X. A. B. C.
Date Prepared: January 14, 2021
ISD 834 Board Meeting

Agenda Item: School Board Reports
Meeting Date: January 21, 2021

Background:

- A. Board Chair Report
- B. Working Group Reports
 - 1. Community Engagement
 - 2. Finance and Operations
 - 3. Legislative
 - 4. Policy
- C. Board Member Reports

Each meeting the Board Chair and the members of the school board will provide updates on items of interest in the announcement category. Many times these topics develop between the time the agenda is prepared and distributed, and the meeting date. Topics generally include announcement of attendance at district events, working group updates, communications items, informational items and correspondence items worth noting. What is included in this item will vary each meeting depending on the nature of the topics, the school year schedule and time of activities.

Recommendation:

Board action is not required.



Agenda Item XI. A.
Date Prepared: January 12, 2021
ISD 834 Board Meeting

Agenda Item: Adjournment
Meeting Date: January 21, 2021
Contact Person: School Board Chair

The meeting must formally adjourn.