



Independent School District No. 834 – Stillwater Area Public Schools
Video Conference
December 17, 2020 – 6:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 6:00 p.m.
- II. **Roll Call:** Present: Sarah Stivland, chair; Mike Ptacek, clerk; Tina Riehle, treasurer; Jennifer Pelletier, director; Beverly Petrie, director, Alison Sherman, director, Liz Weisberg, director

III. **Approval of the Agenda**

Motion to approve the agenda by: Member Ptacek; seconded by: Member Riehle; Vote: 4 ayes, 3 nays (Pelletier, Petrie, Sherman): Motion carries

Motion to amend the agenda by: Member Weisberg; to add action item F. The recommendation to authorize the board chair to enter into negotiations to pursue an additional contract that would extend the superintendency for up to three years. If negotiations are successful, the new contract would come before the board for approval at a special board meeting on or before December 23, 2020; seconded by: Member Riehle; Vote: 4 ayes, 3 nays (Pelletier, Petrie, Sherman): Motion carried.

IV. **Superintendent Report**

- Attended a 4th grade Distance Learning class with Rutherford and Afton Lakeland students.
- Minnesota State High School League (MSHSL) will begin in person practice starting on January 4, 2021 and competition will start on January 14, 2021.
- Governor Walz presented the "Safe School Start" during his press conference on Wednesday, December 16, 2020.
- We are also hoping to get Vaccinations here as soon as possible.

V. **Introductory Items**

A. Student Report

Mara provided a report on academics -

- There has been positive feedback regarding distance learning.
- Registration will open after winter break
- Pathways will be adding several new courses.
- Building Assets, Reducing Risks (BARR) is designed to help ninth graders make the transition from middle school to high school and continues to be a positive program.
- Students can change their learning model of choice for next semester. This must be completed by January 6, 2020 via [Skyward](#).

Brynn provided a report on Activities and Student Life -

- The Pony Activity Center (PAC) will reopen on Saturday, December 19, 2020 at 3:00 pm. Open the following link for more information; <https://stillwaterschools.org/community-education/pony-activity-center-pac>.

- Key Club is sponsoring a clothing drive on Friday, December 18, 2020 from 3:00 - 6:00 pm at Stillwater Area High School back parking lot by the bus doors.
- The National Honors Society Red Cross blood drive was a huge success.
- The Student Leadership Council is planning a school wide event addressing school culture and equity concerns in conjunction with Blast Week.
- Winter break begins on Thursday, December 24, 2020 and school will resume on Monday, January 4, 2021.

B. Recognition

- Our 100% online teachers were recognized for their amazing work keeping students engaged, challenged and learning throughout the school year.
- Interim Superintendent Lansfeldt recognized School Board Members, Jennifer Pelletier, Mike Ptacek and Sarah Stivland for their dedication to our students and community. Director Pelletier and Chair Stivland have served on the School Board for the past 4 years and Director Ptacek has served on the School Board for 12 years. They received a bell in recognition of their service to the Stillwater Area Public Schools.

VI. Open Forum

- Emma and Kate Pelletier, Stillwater - Recognized School Board Member Pelletier
- Sandi Hayner, Stillwater - Honesty amongst the School Board
- Kate Niemann, Stillwater Township - Recognized Interim Superintendent Lansfeldt
- Kathy Saltzman, Woodbury - Recognized School Board Member Ptacek, Pelletier and Chair Stivland
- Gary Kriesel, Stillwater - Recognized School Board Member Pelletier
- Amy Burbach, Stillwater - Recognized School Board Member Pelletier
- Sarah Van Niewaal, Stillwater - Recognized Interim Superintendent Lansfeldt

VII. Consent Agenda

- A. Minutes of December 3, 2020
- B. Disbursement Register – December 5, 2020 - December 18, 2020
- C. Human Resources Personnel Report

Motion by: Member Riehle to approve the Consent Agenda items A and C; Seconded by: Member Weisberg; Vote: 7 ayes, 0 nays, Motion carried unanimously

Motion to move adoption of item B by Member: Ptacek; Seconded by Member Riehle; Vote: 7 ayes 0 nays, Motion carried unanimously

IX. Reports

- A. On the Dial Learning Update – Interim Superintendent Malinda Lansfeldt
 - There are updated quarantine guidelines which will allow some quarantine cases to be shortened.
 - As part of Governor Walz “Changes to Minnesota Safe Learning Planning”, we will look at a “rolling start” to slowly bring students back to school. There are new requirements for In-Person & Hybrid learning.
 - COVID 19 testing will be available every other week for all staff. Staff must wear face masks and shields at all times. Students must wear face masks at all times unless eating, drinking or outside, and
 - Educators must be 6 feet from students.
 - When possible, a clear barrier between students and teacher is recommended.
 - Parents received a survey via Skyward regarding a learning model change for students:

- The survey needs to be completed by Wednesday, January 6, 2021. We will be considering the survey results, operation capacity and staffing for guidelines on a safe return to school.
 - Information will also be gathered from staff for planning and developing recommendations for potential school board action.
 - The survey and staff information will also be shared with the COVID 19 Data Team and considered along with their criteria for schools and any approved changes to the secondary learning model.
 - All public schools must implement two transitions days for staff prior to the start of In-person learning.
 - Pre-K information will be available next week.
- COVID 19 Update
 - The Washington County Data number this week is 117.88 which has been declining the last few weeks, and
 - The Washington County Dashboard is at 17,193 Cases Cumulative, 739 cases hospitalized, 163 cases in the ICU, and 154 deaths.
 - The University of Minnesota Dashboard data as of December 16, 2020 has a daily rate of 99.6.
 - The daily rate for Stillwater Schools as of December 10 is 129.9.
 - The School Community for December 4 through 10 shows the weekly COVID19 cases for students is 11 and 6 cases for staff and
 - The weekly exposed/quarantined cases for students are 37 and 20 for staff.
 - The Cumulative COVID19 cases for the school year is 154 cases for students and 87 cases for staff and
 - The cumulative exposed/quarantined cases for students is 2545 and 467 for staff.
- Special Education: Enhanced Distance Learning updates:
 - 105 students began in person service on Monday, December 14.
 - Students attend 4 days a week for about 2.5 to 3 hours per day. The focus is prioritized based on the special needs of the students.
 - As part of the Tier 2 enhancement, Licensed Paraprofessionals are able to assist students remotely with a “Mobile Classroom” that is retrofitted with desks.

B. Contract Reviews - December 1, 2020 - December 10, 2020 – Dr. John Thein

- DreamBox Learning offers software products and services that provide personalized math instruction in an engaging environment for students for a cost of \$3,500.00.

X. Action Items

A. Audit presentation

Mr. Dennis Hoogeveen of the audit firm CliftonLarsonAllen LLP (CLA) presented the financial statements for the year ending June 30, 2020. A draft copy of the District’s Comprehensive Annual Financial Report was provided.

Motion by: Member Ptacek to approve the Financial Report FY2020; Seconded by: Member Weisberg; Vote: 7 ayes, 0 nays; Motion carried unanimously

B. Certify the 2020 Payable 2021 Tax Levy

Dr. Thein shared that the Truth in Taxation Tax Levy was reported at the School Board meeting on December 3, 2020.

Motion by: Member Weisberg to adopt the final levy for Taxes Payable 2021; Seconded by: Member Riehle Vote: 7 ayes, 0 nays, Motion carried unanimously

C. Memorandum of Agreement with Cafeteria Employees' Organization

Ms. Gustafson presented the District and the Cafeteria Employees Organization (hereinafter referred to as the "CEO") reached agreement on the terms of the 2019-2021 Master Contract in November 2019 and the Board took action to approve the CEO 2019-2021 Master Contract on December 19, 2019.

Motion by: Member Ptacek to approve a Memorandum of Agreement with Cafeteria Employees' Organization; Seconded by: Member Weisberg; Vote: 7 ayes, 0 nays, Motion carried unanimously

D. Final Reading – Policy 510 – Shared Time Students

Dr. Cherry shared the third reading for this policy and is asking for the School Board to approve Policy 510.

Motion by: Member Ptacek to approve Policy 510 – Share-Time Students; Seconded by: Member Petrie; Vote: 7 ayes, 0 nays, Motion carried unanimously

E. Final Reading – Policy 721.1 - Board Approval of Contracts and Expenditures

Chair Stivland shared the third reading for this Policy and is asking the School Board to approve Policy 721.1.

Motion by: Member Weisberg to approve Policy 721.1 – Board Approval of Contracts and Expenditures; Seconded by: Member Riehle; Vote: 4 ayes, 3 nays (Pelletier, Petrie, Sherman); Motion Carried.

F. Approval of Superintendent Contract

Director Weisberg is recommending the board authorize the board chair to enter into negotiations to pursue an additional contract that would extend the superintendency for up to three years. If negotiations are successful, the new contract would come before the board for approval at a special board meeting on or before December 23, 2020

Motion by: Member Weisberg to enter into negotiations to pursue an additional contract that would extend the superintendency for one year. If negotiations are successful, the new contract would come before the board for approval at a special board meeting on or before December 23, 2020; Seconded by: Member Ptacek; Vote: 5 ayes, 2 nays (Ptacek, Riehle); Motion Carried

Motion to amend the motion by: Member Ptacek to authorize the board chair to enter into negotiations to pursue an additional contract that would extend the superintendency for 2 years. If negotiations are successful, the new contract would come before the board for approval at a special board meeting on or before December 23, 2020, Seconded by: Member Weisberg; Vote: 3 ayes, 4 nays (Pelletier, Petrie, Sherman, Stivland); Motion failed

Motion to amend the motion by: Member Sherman to authorize the board to enter into negotiations to pursue an additional contract that would extend the superintendency for up to three years. If negotiations are successful, the new contract would come before the board for approval at a special board meeting on or before December 23, 2020; Seconded by: Member Petrie; Vote: 3 ayes, 4 nays (Ptacek, Riehle, Weisberg, Stivland); Motion failed

Amendment to the motion by: Member Pelletier to authorize the board chair and Member Petrie to enter into negotiations to pursue an additional contract that would extend the superintendency for up to three years. If negotiations are successful, the new contract would come before the board for approval at a special board meeting

on or before December 23, 2020, Seconded by: Member Sherman, 3 ayes, 4 nays (Ptacek, Riehle, Weisberg, Stivland); Motion failed.

Amendment to the motion by: Member Sherman to authorize the board chair to enter into negotiations to pursue an additional contract that would extend the superintendency for one year. If negotiations are successful, the new contract would come before the board for approval at a special board meeting on or before December 23, 2020, seconded by: Member Petrie, 4 ayes, 3 nays (Ptacek, Riehle, Weisberg); Motion Carried.

Amendment to the amendment by: Member Pelletier to authorize the board chair to enter into negotiations to pursue an additional contract that would extend the superintendency for one year. If negotiations are successful, the new contract would come before the board for approval after December 31, 2020, seconded by: Member Petrie, 3 ayes, 4 nays (Ptacek, Riehle, Weisberg, Stivland); Motion failed.

XI. Board Reports

A. Board Chair Report – Nothing to report

B. Working Group Reports

1. Community Engagement

Due to Governor Walz announcement, administration was unable to attend the meeting. Director Weisberg requested school board members receive updated information regarding:

- The Morris Leatherman Distance Learning survey
- Volunteer Coordinator position
- Updates on Special Education continue to be provided at School Board meetings

2. Finance and Operations – Nothing to report

3. Legislative – Nothing to report

4. Policy – Nothing to report

C. Member Reports:

- Director Pelletier commended Director Ptacek and Chair Stivland for their services.
- Chair Stivland commended Director Pelletier for her time.

XII. Adjournment

A. The meeting adjourned at 10:46 p.m.

Respectfully submitted, Mike Ptacek, Clerk