



Independent School District No. 834 – Stillwater Area Public Schools  
Oak Park Building, 6355 Osman Avenue North, Stillwater, MN 55082  
November 18, 2021 – 6:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 6:08 p.m.
- II. **Roll Call:** Present: Beverly Petrie, chair, Alison Sherman, vice-chair, Annie Porbeni, clerk, Pete Kelzenberg, director, Tina Riehle, director, Vivian Votava, director  
  
Not present: Katie Hockert, director
- III. **Pledge of Allegiance**
- IV. **District Mission Statement and School Board Goals**
- V. **Approval of the Agenda**

*Motion to approve the agenda by: Member Porbeni, second by: Member Sherman; Vote: 6 ayes, 0 nays; Motion carried unanimously.*

VI. **Introductory Item**

A. Student Report

Amelia provided a report on academics, activities and extracurriculars -

- Stillwater Area High School concerts will begin on Thursday, December 9. For all concert dates and information, please visit [Go-Ponies Performances and Events Calendar](#).
- Congratulations to our Debate team who ended the season placing third at the state tournament with the most number of entries in 30 years.
- Winter sports are off to a great start.
- We recently hosted our December Conversations on the topic of entrepreneurs. The following business leaders joined 6 students interested in business: Danny Mishek, owner and president of VistaTek, Todd Arnes, co-founder and CEO of HighMark Wealth Management, Jack Elliot, co-founder and former president of Pestban, and Kelli and Paul Kaufer, owners of Smith & Trade Mercantile. Students asked questions on everything from attending college to how to start a business!
- In collaboration with community partners, our students are working on a Pathways Office remodel.
- Two community groups are working in our industrial technology space to volunteer their time and help our students learn how to use industry-standard equipment.
- We have four courses that will be offered for next year that will be articulated with Century College. We also proposed two new courses in our Education program called Orientation to Education and Field Experience.
- Pathways Coordinators worked with staff to introduce the Personalized Learning Plan.
- Sophomore students are receiving their PSAT and Pre Act scores.

- B. Superintendent Lansfeldt recognized Sophia Arndt for being a finalist in the National Scholastic Press Association 2021 Individual Story of the Year competition for her Pony Express newspaper feature "Becoming myself: Brendon Rich". She also recognized the Stillwater Mountain Bike team who claimed its 4th straight state title. The middle school team also rode to a state championship.

The teams both not only earned first place at the Mt. Kato All Team Season Finale, but both also earned first place in the Team Season Standings.

**VII. Superintendent Report**

- The Adapted Soccer Team placed third in the State.
- Thanks to a Federal Technology Access Grant, students who need a device or internet connection can fill out the Homework Device request form on the district's website.
- Occupational Therapist , Kelly Reed's therapy dog Zoe has retired.
- Online registration for Community Ed winter classes is now open.
- If you would like to work for the district, please visit our employment section on the district webpage.
- COVID vaccinations are now available for children under the age of 12. We will be working with the Minnesota Department of Health to schedule onsite and drive up clinics at several of our sites.

**VIII. Board Chair Report**

- We have moved the open forum back to the beginning of the meeting.

**IX. Open Forum**

- Bill English, Plymouth, MN - Transportation
- Sandi Hayner, Stillwater, MN - Policies

**X. Consent Agenda**

- A. Minutes of November 18, 2021 Business Meeting
- B. Disbursement Register – November 20, 2021 to December 10, 2021
- C. Equity Alliance MN
- D. Chromebook Purchase for ECF Program
- E. Policy 203 - Operation of School Board Governing Rules
- F. Policy 203.1 - School Board Procedures; Rules of Order
- G. Policy 203.3 - Consent Agenda
- H. Human Resources Personnel Report

*Motion to approve consent items A, D, E, F, G, and H by: Member Porbeni; second by: Member Sherman; Vote: 6 ayes, 0 nays; Motion carried unanimously.*

*Motion to approve consent item B by Member Sherman; second by: Member Votava; Vote: 5 ayes, 1 nay (Riehle); Motion carried.*

*Motion to approve consent item C by Member Riehle; second by: Member Porbeni; Vote: 6 ayes, 0 nays; Motion carried unanimously.*

**XI. Reports**

- A. Truth in Taxation Public Input - Dr. John Thein  
Dr. Thein provided information on the Truth in Taxation Requirements including the current budget, the preliminary revenue, expenditure budgets and the proposed Tax Levy for Taxes Payable in 2022. An opportunity for public comment was provided.  
The Board of Education is required to adopt the final levy for Taxes Payable 2022 and certify to the county auditor on or before December 31, 2021. The current 2021 Payable 2022 Tax Levy is as follows:

|                        |                  |
|------------------------|------------------|
| General Fund           | \$ 18,231,185.26 |
| Community Service Fund | \$ 994,449.28    |

|                   |                         |
|-------------------|-------------------------|
| Debt Service Fund | \$ 9,591,494.57         |
| <b>Total Levy</b> | <b>\$ 28,817,129.11</b> |

Action to adopt the Taxes Payable 2022 will be at the December 21, 2021 school board meeting.

#### Public Input

- Sandi Hayner, Stillwater, MN
  - QComp
  - Nonvoter approved
  - CRT, Educational Reform
  - Community Groups
  - Transparency
  - Legal requirement for public data requests
- Kate Niemann, Stillwater, MN
  - Expenditure Form - Transportation
- Carl Blondin, Stillwater, MN
  - CDT Recommendation to move CSB to Oak Park Building
  - Brookview COP - How much money should be in capital funds
  - Addition to the high school - cost of artificial turf
  - Net Capacity
  - No judgment levy line
  - Legal actions
  - Costs of data requests
- Andrea McCreedy, Stillwater, MN
  - Data requests
  - Nonvoter approved levy for QComp
  - Literacy
  - MTN
- DeeDee Armstrong, Afton, MN
  - Food Service Fund - Under revenue and expenditures
  - OPEB and QComp
  - Is OPEB and QComp included in the information on page 40
  - Stillwater Area High School turf funds
  - Legal actions
  - Nonvoter approved levy

- B. ESSER Funds and Pandemic Response Plan - Dr. Jennifer Cherry  
The one-time ESSER/COVID funds have been allocated to school districts to address the impact of COVID 19. These funds must be expended no later than September 2024. Dr. Cherry and Dr. Drexler Booth shared the multi-year funding plan.
- C. First Reading Policy 204 - School Board Meeting Minutes - Dr. Jennifer Cherry  
This is the first policy reading. There are some minor modifications of the policy. Input from Board directors and the community is requested. This will come back for a second reading at the next business meeting
- D. Second Reading Policy 514 - Bullying Prohibition - Dr. Jennifer Cherry  
This is the second policy reading. No additional revision from the first reading at the November 18, 2021 board meeting. Input from Board directors and the community is requested. This will come back for a final reading and approval at a future business meeting.
- E. Superintendent Search - Chair Beverly Petrie

Chair Petrie presented the request for proposals to seek services of qualified consultants to conduct a search for a permanent superintendent beginning on July 1, 2022.

The deadline for submissions is December 17, 2021.

The timeline is as follows:

- December 10, 2021: RFP is posted on the district's website
- December 17, 2021: RFP proposals due
- December 20-22, 2021: Proposals evaluated by board's Personnel Working Group
- January 4, 2022: Special board meeting to interview finalist applicants
- January 6, 2022: Selection of search firm at board meeting.

## **XII. Action Items**

### **A. Audit presentation – Dr. John Thein**

Mr. Denise Hoogeveen and Mr. Lance Lauinger of the audit firm CliftonLarsonAllen LLP (CLA) presented the financial statements for the year ending June 30, 2021.

*Motion to approve the Financial Report FY2021 by: Member Sherman; second by: Member Votava; Vote: 6 ayes, 0 nays; Motion carried unanimously.*

### **B. Attendance Boundary - Mr. Mark Drommerhausen**

On Thursday, November 18, 2021, Mr. Drommerhausen presented the final attendance boundary recommendation to the School Board. The boundary Committee is recommending Option A be approved by the school board.

*Motion to approve the Attendance Boundary Option A and Grandfather Next Year's 5th and 8 grade students stay in their current school by: Member Sherman; second by: Member Kelzenberg; Vote: 5 ayes, 1 nay (Riehle); Motion carried.*

### **C. Course Change Proposals - Dr. Caleb Drexler Booth**

On Thursday, November 18, 2021, Dr. Drexler Booth shared a report on four course name Changes; Introduction to Unified Physical Education and Lifetime Recreation, CIS Introductory College Physics, Fundamentals of Applied Design and CIS Human Physiology, Technology, and Medical Devices. One substantive change; Earth Science 6 and two new courses; Orientation to Education and Education Field Experience CAPS Course.

*Motion to approve the Course Change Proposals by: Member Kelzenberg; second by: Member Porbeni; Vote: 5 ayes, 1 nay (Riehle); Motion carried.*

### **D. Revoke Policy 201.2 - Dr. Jennifer Cherry**

Policy 201.2 - Board Guiding Principles was adopted in 2010 and last revised in 2016. Since that time, additional School Board policies have been adopted and revised which Sufficiently address the belief statements included this policy making Policy 201.2 Unnecessary.

*Motion to Revoke Policy 201.2 by: Member Porbeni; second by: Member Sherman; Vote: 6 ayes, 0 nays; Motion carried unanimously.*

## **XIII. Adjournment**

### **A. The meeting adjourned at 9:01 p.m.**

*Respectfully submitted, Annie Porbeni, Clerk*