



Independent School District 834
Oak Park Building, 6355 Osman Avenue North, Stillwater, MN 55082
School Board Special Meeting Agenda
March 22, 2022 at 4:00 p.m.

- I. Call to order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Consent Agenda**
 - A. Stillwater Area High School Varsity Baseball Team Field Trip to Omaha, Nebraska
 - B. Stillwater Area High School Business Professionals of America Field Trip to Dallas, Texas
- V. Action Items**
 - A. Resolution Ratifying the Sale of the Withrow property – Superintendent Malinda Lansfeldt
- VI. Adjournment**
 - A. Adjourn



Agenda Item I.
Date Prepared: March 18, 2022
ISD 834 Board Meeting

Agenda Item: Call to Order
Meeting Date: March 22, 2022

Background:

The School Board Chair will call the meeting to order.

Recommendation:

Board action is not required.



Agenda Item II.
Date Prepared: March 18, 2022
ISD 834 Board Meeting

Agenda Item: Roll Call
Meeting Date: March 22, 2022

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

Alison Sherman, Chair

Katie Hockert, Vice Chair

Annie Porbeni, Clerk

Beverly Petrie, Treasurer

Pete Kelzenberg, Director

Tina Riehle, Director

Vivian Votava, Director

Malinda Lansfeldt, Interim Superintendent, Ex-Officio

Recommendation:

Board action is not required.



Agenda Item III.
Date Prepared: March 18, 2022
ISD 834 Board Meeting

Agenda Item: Approval of the Agenda
Meeting Date: March 22, 2022

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: Consent Agenda
Meeting Date: March 22, 2022
Contact Person: Varies by item

Agenda Item IV. A.B.
Date Prepared: March 18, 2022
ISD 834 Board Meeting

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. Stillwater Area High School Varsity Baseball Team Field Trip to Omaha, Nebraska

Contact Person: Mr. Mike Parker, Coach

A cop of the field trip approval form is included for your review.

B. Stillwater Area High School Business Professionals of America Field Trip to Dallas, Texas

Contact Person: Mr. Phil Schut, Business Teacher

A copy of the field trip approval form 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 B be approved as written, and a copy of the agenda items is attached to the minutes.

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

**Field Trip / Overnight Athletic Team Trip
Pre-Approval Form**



PLEASE REVIEW FIELD TRIP PROCEDURES/REQUIREMENTS ON BACK OF FORM PRIOR TO SUBMITTING FOR APPROVAL.

Teacher/Coach/Advisor: Michael Parker Cell Phone #: (651) 271 4880

In conjunction with (team/class/organization): Varsity Baseball

Educational/Trip Purpose: Build team, dedication, health positive behaviors

☒ Itinerary details must be attached

Mike Weiss 715 222 4055

Destination: Omaha, Nebraska

Destination Address/Phone: Creighton University Omaha, Nebraska
(Address, City, State) (Phone number)

Departure from school Date: 3/24 Return to school Date: 3/27

Depart from school Time: 1:00 pm Arrival to destination Time: 8:00 pm

Departure from destination Time: 10:00 AM Return to school Time: 5:00 pm

Number of: Students/Team Members: (Attach List) 483

Directors/Coaches: 6-7 Names: listed on back

Chaperones*: X Names: _____

* All chaperones must have a completed and approved criminal background check.

Mode of Travel (see back for more info): Northfield Lines

Lodging Information (if overnight): Embassy Suites downtown Omaha
(Hotel Name, Address, City, State) (Phone number)

☒ Safety/Security Plans Reviewed Team Meeting 2/1/22
(Date and manner in which information provided)

☒ Discipline & Chemical Policy & Rules Reviewed Team meeting 2/1/22
(Date and manner in which information provided)

Estimated Cost \$
Transportation \$ 6,000
Housing \$ 6,000
Fees \$ 1,500
Supplies \$ _____
(other) \$ _____

Total Cost \$ 14,100
Student Cost \$ ~~8800~~ 8600 District Cost \$ _____
Funding Source (i.e. grant, prof. dev., etc.): Fundraising

Teacher/Coach Signature: Mike Parker 3/3/22
(Date)

Department Chair/Athletic Director Approval: Ricky D. Michael 3/4/22
(Date)

Building Administration Approval: ABC. [Signature] 3/14/22
(Date)

FOR OVERNIGHT FIELD TRIPS AND ATHLETIC TEAM TRIPS ONLY

District Administrative Approval: [Signature] _____
(Date)

Field Trip / Overnight Athletic Team Trip Pre-Approval Form



PLEASE REVIEW FIELD TRIP PROCEDURES/REQUIREMENTS ON BACK OF FORM PRIOR TO SUBMITTING FOR APPROVAL.

Teacher/Coach/Advisor: PHIL SCHUT Cell Phone #: (620) 255-4898

In conjunction with (team/class/organization): BUSINESS PROFESSIONALS OF AMERICA

Educational/Trip Purpose: NATIONAL COMPETITION IN DALLAS, TX

☒ Itinerary details must be attached

Destination: DALLAS, TX HILTON ANATOLE HOTEL

Destination Address/Phone: 2201 N. STEMMONS FREEWAY DALLAS, TX 75207 (214) 748-1200
(Address, City, State) (Phone number)

Departure from school Date: 5/4 Return to school Date: 5/8

Depart from school Time: ✓ Arrival to destination Time: TBD

Departure from destination Time: TBD Return to school Time: ✓

* NOT ACTUALLY LEAVING FROM SCHOOL, WOULD MEET @ AIRPORT. PARENTS DROP OFF.

Number of: Students/Team Members: (Attach List) 6

Directors/Coaches: 1 Names: PHIL SCHUT

Chaperones*: 1 Names: SANTAY SINGHVI

* All chaperones must have a completed and approved criminal background check.

Mode of Travel (see back for more info): AIRLINE TBD

Lodging Information (if overnight): HILTON ANATOLE HOTEL / 2201 N. STEMMONS FREEWAY DALLAS, TX 75207 (214) 748-1200
(Hotel Name, Address, City, State) (Phone number)

☒ Safety/Security Plans Reviewed 3/15 BPA MTG. / 3/17 MTG. / 3/22 MTG. / WEEKLY AS NEEDED
(Date and manner in which information provided)

☒ Discipline & Chemical Policy & Rules Reviewed 3/15 BPA MTG. / 3/17 MTG. / 3/22 MTG. / WEEKLY AS NEEDED
(Date and manner in which information provided)

Estimated Cost \$
Transportation \$ 500.6 students
Housing \$ 400.00
Fees \$ 3000
Supplies \$ ---
Total (other) Flight increases \$1000

Total Cost \$ 000 (approximate) **THESE ARE ESTIMATES** as of 3/16
Student Cost \$ 6,000 **District Cost** \$ 2,000
Funding Source (i.e. grant, prof. dev., etc.): PERKINS FOR GRANT FOR

Teacher/Coach Signature: [Signature] 3/16/22
(Date)

Department Chair/Athletic Director Approval: [Signature] 3/17/22
(Date)

Building Administration Approval: [Signature] 3/17/22
(Date)

FOR OVERNIGHT FIELD TRIPS AND ATHLETIC TEAM TRIPS ONLY

District Administrative Approval: [Signature] 3/17/22
(Date)



Agenda Item V.
Date Prepared: March 18, 2022
ISD 834 Board Meeting

Action Agenda Item: Resolution ratifying the sale of the Withrow Property
Meeting Date: March 22, 2022
Contact Person: Superintendent Malinda Lansfeldt

Background:

Superintendent Lansfeldt introduced the Resolution ratifying the sale of the Withrow Property.

Recommendation

A motion and a second to approve the Resolution ratifying the sale of the Withrow Property will be requested.

Motion by: _____ Seconded by: _____ Vote: _____

Member _____ introduced the following and moved its adoption.

RESOLUTION RATIFYING THE SALE
OF THE WITHROW PROPERTY

WHEREAS, Stillwater Area Public Schools owns property located at 10158 122nd Street North in Hugo on which the former Withrow Elementary School is located ("the Property"); and

WHEREAS, the legal description of the Property is as follows:

That portion of the Northeast quarter (NE 1/4) of the Southeast quarter (SE 1/4) of Section Thirty-six (S36), Township Thirty-one North (T31N) Range Twenty-one West (21W), described as follows, situated in Washington County, Minnesota.

Starting from a point on the East section line of said section, a distance of 1313.0 feet, north of the Southeast Section corner thereof, said point being the intersection of the East Section line of Section 36 and the center line of County Road Number 6; thence deflect to the left on an angle of 90 degrees 16 minutes along the center line of County Road Number 6, a distance of 1302.7 feet, to the point of beginning of the property to be described, said point being the intersection of the center line of County Road Number 6 and the center line of Township Road Number 13; thence deflect to the right on an angle of 90 degrees 30 minutes, along the center line of Township Road Number 13, a distance of 863.00 feet to a point; thence deflect to the right on an angle of 90 degrees 30 minutes, a distance of 453.0 feet to a point; thence deflect to the right on an angle of 90 degrees 30 minutes, a distance of 863.0 feet to a point on the center line of County Road Number 6, thence deflect to the right on an angle of 89 degrees 30 minutes along the center line of County Road Number 6 a distance of 453.0 feet to the point of beginning and there terminating; subject to County Road number 6, Right-of Way of 33 feet, and Township Road number 13, Right of way of 33 feet.

WHEREAS, it is in the best interest of the Stillwater Area Public Schools to sell the Property as it is no longer needed for educational purposes; and

WHEREAS, during the School Board meeting on November 4, 2021, the Board passed a motion approving a Commercial Purchase Agreement whereby the District agreed to sell the Property to 10158, LLC; and

WHEREAS, the purpose of this Resolution is to formally ratify the decision, in resolution form, to sell the Property as provided in the Agreement, as amended.

BE IT RESOLVED by the School Board of Independent School District No. 834, Stillwater Area Public Schools as follows:

1. The recitals set forth above are incorporated herein.
2. The sale of the Property is approved, consistent with the Commercial Purchase Agreement, as amended.
3. The Superintendent is authorized to execute any and all customary closing documents in order to close the transaction.

The motion for adoption of the foregoing Resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against:

whereupon said Resolution was declared duly passed and adopted.

Chair

Date



Agenda Item: Adjournment
Meeting Date: March 22, 2022
Contact Person: School Board Chair

Agenda Item VI. A.
Date Prepared: March 18, 2022
ISD 834 Board Meeting

The meeting must formally adjourn.