



Independent School District 834
Oak Park Building, 6355 Osman Avenue North, Stillwater, MN 55082
School Board Business Meeting Agenda – May 26, 2022 6:30 p.m.
Revised

- I. **Recognition** – Riddhi Singhvi – National Broadcom Masters STEM Competition
- II. **Public Comment**
Up to fifteen speakers will be allotted three minutes each to speak
- III. **Call to Order**
- IV. **Roll Call**
- V. **Pledge of Allegiance**
- VI. **Approval of Agenda**
- VII. **Student Report**
- VIII. **Superintendent Report**
- IX. **Board Chair Report**
- X. **Consent Agenda**
 - A. Minutes of May 12, 2022 Business Meeting
 - B. Payment of Invoices – May 14, 2022 – May 27, 2022
 - C. Accept Gifts and Donations – April 2022
 - D. Treasurer's Report – April 2022
 - E. Elementary Math Materials
 - F. Human Resources Personnel Report
- XI. **Action Items**
 - A. Increase in Nutrition Service Costs – Mr. Mark Drommerhausen
 - B. Approval of Policy 213 – School Board Committees – Dr. Jennifer Cherry
 - C. Revoke Policy 201.9 – Board Working Groups – Dr. Jennifer Cherry
 - D. Vendor and Trustee Change for VEBA/Health Reimbursement Accounts – Ms. Cindy Gustafson
- XII. **Reports**
 - A. Transportation Update – Mr. Mark Drommerhausen

Adjourn to closed session

The governing body of a public employer may by a majority vote in a public meeting, may decide to hold a closed session based upon the attorney-client privilege pursuant to Minnesota Statutes, section 13D.05, subdivision 3(b). The School Board needs to meet with its attorney in a confidential setting to obtain advice regarding litigation. It would be detrimental to the interests of the District to hold a public discussion with its attorney regarding the potential commencement of a lawsuit and its legal positions and strategy and Pursuant to § Minnesota Statute 13D.03(b). Pursuant to to § Minnesota Statute 13D.03(b). The governing body of a public employer may by a majority vote in a public meeting, decide to hold a closed session to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25.

- XIII. **Adjournment**
 - A. Adjourn

Attachments:

- Finance and Operations Meeting Notes
- Policy Meeting Notes
- Director Hockert 916 Notes



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

Agenda Item: Recognition
Meeting Date: May 26, 2022
Recognition

Background:

An individual, team, or program will be recognized for their excellence.

Recommendation:

Board action is not required.



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

Agenda Item: Public Comment
Meeting Date: May 26, 2022

Background:

The school board encourages community input. While comments and questions are welcome, law prohibits the board from discussing concerns about individual employees or students in a public meeting. The board will not deliberate, discuss, or engage in conversation with speakers. However, the board may ask administration to review the concern(s) presented.

Speakers must present their testimony in a respectful manner. Vulgarity, character attacks, malice or specific complaints identifying staff or students by name or implication will not be permitted.

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.

Recommendation:

This is for informational purposes only.



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

Agenda Item: Call to Order
Meeting Date: May 26, 2022

Background:

The School Board Chair will call the meeting to order.

Recommendation:

Board action is not required.



Agenda Item IV.
Date Prepared: May 18, 2022
ISD 834 Board Meeting

Agenda Item: Roll Call
Meeting Date: May 26, 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 V.
Date Prepared: May 18, 2022
ISD 834 Board Meeting

Agenda Item: Pledge of Allegiance
Meeting Date: May 26, 2022

Background:

The Pledge of Allegiance will be recited prior to the approval of the meeting agenda.

I pledge Allegiance to the flag
of the United States of America
and to the Republic for which it stands,
one nation under God, indivisible,
with Liberty and Justice for all.

Recommendation:

Board action is not required.



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

Agenda Item: Approval of the Agenda
Meeting Date: May 26, 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 VII.
Date Prepared: May 18, 2022
ISD 834 Board Meeting

Agenda Item: Student Report
Meeting Date: May 26, 2022
Student Report

Background:

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.

Recommendation:

Board action is not required.



Agenda Item VIII.
Date Prepared: May 18, 2022
ISD 834 Board Meeting

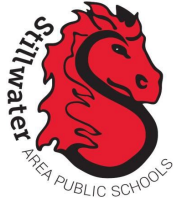
Agenda Item: Superintendent Report
Meeting Date: May 26, 2022

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 IX.
Date Prepared: May 18, 2022
ISD 834 Board Meeting

Agenda Item: Board Chair Report
Meeting Date: May 26, 2022

Background:

Each meeting the Board Chair 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. 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: Consent Agenda
Meeting Date: May 26, 2022
Contact Person: Varies by item

Agenda Item X. A.B.C.D.E.F.
Date Prepared: May 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. School Board Business Meeting Minutes, May 12, 2022

Contact Person: Dr. Annie Porbeni, Clerk or Joan Hurley, Secretary

A copy of the minutes is included for your review.

B. Payment of Invoices – May 14, 2022 – May 27, 2022

Contact Person: Dr. John Thein, Director, Finance

A copy of the register has been distributed to board members.

C. Accept Gifts and Donations – April 2022

Contact Person: Dr. John Thein, Director, Finance

A copy of the report has been distributed to board members.

D. Treasurer's Report – April 2022

Contact Person: Dr. John Thein, Director, Finance

A copy of the report has been distributed to board members.

E. Elementary Math Materials

Contact Person: Dr. Caleb Drexler Booth, Director, Teaching and Learning

A copy of the expenditure form is included for your review.

F. Human Resources Personnel Report

Contact Person: Ms. Cindy Gustafson, Director, Human Resources

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 F be approved as written, and a copy of the agenda items is attached to the minutes.

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



Independent School District No. 834 – Stillwater Area Public Schools
Oak Park Building, 6355 Osman Avenue North, Stillwater, MN 55082
May 12, 2022 – 6:30 p.m. Meeting Minutes

I. Recognition

The School Board recognized Amelia Bretl and Ella Sptizer for their dedication while serving on the school board this year. Stillwater Boys and Girls Swim and Dive Coach Brian Luke has been inducted into the Minnesota High School League Hall of Fame.

II. Public Comment

- No Speakers

III. Call to Order: The meeting was called to order at 6:48 p.m.

IV. Roll Call: Present: Alison Sherman, chair; Katie Hockert, vice chair; Beverly Petrie, treasurer; Pete Kelzenberg, director; Tina Riehle, director

Not Present: Annie Porbeni, clerk, and Vivian Votava, director

V. Pledge of Allegiance

VI. Approval of Agenda

*Motion to approve the agenda by: Member Petrie; second by: Member Hockert; Vote: 5 ayes, 0 nays;
Motion carried unanimously.*

VII. Student Report

Ella provided a report on academics and activities -

- Over \$400,000 was awarded to seniors through community scholarships
- The Choir Pops Concert will be held next week along with the orchestra and bands final concerts of the year.
- Junior and Senior Prom will be held on Saturday, May 14.
- Students have been busy taking their AP college credits and MCA tests.
- College Decision Day is Wednesday, May 18.

Amelia provided a report on extracurriculars -

- Ella provided an update on high school sporting events
- Liana Balok and Kiera Jelinek will be next years School Board Student Representatives

VIII. Superintendent Report

- We have celebrated our staff over the past few weeks.
- Congratulations to Jessie Diggins, Dr. Patrick Hicks, Danielle Mkali and Edward W. Simonet, who were named 2022 Distinguished Alumni.
- Stillwater Area High School was named one of the top high schools in the nation and state by US News and World Report.
- We are now hiring for a variety of summer jobs across the district.

- Hundreds of kids across the district celebrated Walk, Bike and Roll to school last week.
- We have seen an uptick in [positive COVID-19 cases](#) among students and staff in recent weeks.
- We are putting a hold on applying for a solar energy grant because the application requires districts to have a full scope of work that will be done, bids on the projects completed, and a contractor that fills out the application.

IX. Board Chair Report

- Leaders from Stillwater attended a Day for Advocacy at the State Capitol on Monday, May 9.

X. Consent Agenda

- Minutes of April 28, 2022 Business Meeting
- Payment of Invoices – April 30, 2022- May 13, 2022
- PowerSchool Students Information System (SIS) Licensing Fee
- Upper Lakes Foods, Inc. Renewal for 2022-23
- Solid Waste and Recycling Services Contract Extension
- Human Resources Personnel Report

Motion to approve item A, B, C, D, E, F by: Member Hockert; second by: Member Kelzenberg; Vote: 5 ayes, 0 nays; Motion carried unanimously.

XI. Action Item

- Resolution to Issue General Obligation Facilities Maintenance Bonds - Dr. John Thein Ehlers presented information on the \$7,265,000 General Obligation Facilities Maintenance Bonds, Series 2022A

Motion to approve Resolution to Issue General Obligation Facilities Maintenance Bonds by: Member Petrie; second by: Member Kelzenberg; Vote: 4 ayes, 1 nay (Riehle); Motion carried.

- Resolution Approving NE Metro 916 Long Term Facility Maintenance Budget - Mr. Mark Drommerhausen
To qualify for long term facility maintenance revenue a school board must adopt a budget as required by State Statute 123B.595.

Motion to approve the Resolution Approving NE Metro 916 Long Term Facility Maintenance Budget by: Member Hockert; second by: Member Petrie; Vote: 5 ayes, 0 nays; Motion carried unanimously.

- Districtwide One-to-One Device Purchase - Mr. John Perry
Mr. John Perry is requesting funds totaling \$2,178,050.00 + Financing Fee (3 year lease to own) to administer a districtwide one-to-one device program.

Motion to approve the Districtwide One-to-One Device Purchase by: Member Kelzenberg; second by: Member Petrie; Vote: 5 ayes, 0 nays; Motion carried unanimously.

- Approval of Policy 202 – School Board Officers - Dr. Jennifer Cherry
Policy 202 has not been revised since its second reading. A newly developed document of responsibilities of school board officers is included with the policy.

Motion to approve Policy 202 – School Board Officers by: Member Hockert; second by: Member Sherman; Vote: 5 ayes, 0 nays; Motion carried unanimously.

- Revoke 201.8 – Board Organization - Dr. Jennifer Cherry
Policy 201.8 is redundant with Policy 202 – School Board Officers and will be asked to be

revoked

Motion to Revoke 201.8 – Board Organization by: Member Sherman; second by: Member Petrie; Vote: 5 ayes, 0 nays; Motion carried unanimously.

XII. Reports

- A. Review of 2021-22 Budget Expenditure Update - Dr. John Thein
The 2021-2022 Budget Expenditure Update included, a general fund object expenditure Comparison, general fund program code comparison and revenue budget 2021-2022.
- B. Professional Development Update - Dr. Caleb Drexler Booth
This report is an update on the April 15th professional development day.
- C. Science Curriculum Update - Dr. Caleb Drexler Booth
This report is an update on the district instructional review of the new science standards.
- D. Second Reading Policy 201.9 - Board Working Groups and Policy 213 - School Board Committees – Superintendent Malinda Lansfeldt
Policy 213 will come to a future business meeting for approval. Policy 201.9 is redundant with Policy 213 and will be asked to be revoked.

Adjournment

- A. The meeting adjourned at 8:41 p.m.

Respectfully submitted, Alison Sherman, Board Chair



EXPENDITURE APPROVAL FORM

Fiscal Year 2022-2023

Instructions: This form is to be completed any time a lease, purchase, or contract for goods or services exceeds \$100,000.

REQUESTED BY: Caleb Drexler Booth **DATE:** May 5, 2022

DESCRIPTION OF REQUEST

Every year we order our math workbook consumables which are a necessary part of our Math Expressions by Houghton Mifflin Harcourt curriculum for kindergarten through grade 4. These workbooks are essential for students to develop and practice the math skills taught in alignment with our Minnesota math standards.

This expense has already been earmarked and is within the board approved FY22 General Budget. Specifically, this expense will come out of the Teaching and Learning Department curriculum budget.

For efficiency, we place each building's Purchase Order separately so that teachers receive their specific orders and they are shipped directly to the teacher/building. All together, these Purchase Orders total \$118,341.24. However, each Purchase Order is placed separate with the following amounts: Afton-Lakeland \$17,832.71, Andersen \$12,980.71, Brookview \$20,450.79, Lake Elmo \$21,648.00, Lily Lake \$13,967.03, Rutherford \$16,326.71, Stonebridge \$14,868.05, Manipulatives for K and 2nd grade - \$267.24

FINANCIAL IMPACT

Budget(s) Impacted:

This expense is within the board approved FY23 General Budget. Specifically, it will come out of the Teaching and Learning Department curriculum budget. Therefore, this is not an additional expense for the board.

Is This a One-Time Expenditure?

☐ Yes, once implemented there will be no ongoing costs

☒ No, it will need to be funded indefinitely

It is an annual expense that supports our elementary math curriculum. It will stay as an annual expense unless we enter into a Math Curriculum Review Cycle and a different curriculum is selected.

☐ No, it will need to be funded for Fiscal Years 2022-? as long as the numbers support the need.

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

☐ Yes List Source(s):

Amount:

☒ No

PROGRESS MONITORING

This is an annual expense to support our elementary math curriculum. These funds have already been approved within the FY22 General Budget and have been earmarked within the Teaching and Learning Department curriculum budget. This is not an additional expense for the board.

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

RETIREMENT/RESIGNATION/RELEASE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Ackfield, Stacy	Resignation	Paraprofessional 6.0 hrs/day Brookview Elementary	SCPA	June 2, 2022
Fehlen, Douglas	Resignation	1.0 FTE Elementary Education Teacher Brookview Elementary	SCEA	June 6, 2022
Hayner, Pamela	Retirement (23 years)	Paraprofessional 6.0 hrs/day Stillwater Middle School	SCPA	June 2, 2022
Pudlik, Pamela	Resignation	Secretary, 8.0 hrs/day Early Childhood Family Center	Tech Support	May 20, 2022
Skogen, Sherri	Resignation	Administrative Assistant - Assistant Superintendent Central Services	Tech Support	June 1, 2022

HIRES/REHIRES

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Booher, Jenna Rehire	1.0 FTE Social Worker Stillwater Area High School	\$54,728	ESSER	SCEA	August 16, 2022 - June 8, 2023
Fritz, Kristina	Community Education Casual PAC Stillwater Area High School	\$14.75 / hour	Casual	Casual	May 16, 2022
Hayes, Cameron	Community Education Casual Stillwater Area High School	\$28.00 / hour	Casual	Casual	May 9, 2022
Hebert, Hannah	Community Education Casual Stillwater Area High School	\$12.50 / hour	Casual	Casual	May 9, 2022
Holmstrom, Jill	Summer Success Teacher Andersen Elementary	\$36.19 / hour	Student Need	SCEA	July 18, 2022 - August 4, 2022
Ihde, Madison	.9 FTE Music & Orchestra Teacher Stonebridge Elementary	\$51,397	Replacement	SCEA	August 16, 2022
Janssen, Kendra	1.0 FTE Math Teacher Oak-Land Middle School	\$86,255	Replacement	SCEA	August 16, 2022
Krebs, Kayla	1.0 FTE Special Education Teacher Lake Elmo Elementary	\$82,907	Replacement	SCEA	August 16, 2022
Minich, Anne	1.0 FTE Generalist St. Croix Valley ALC	\$69,187	Replacement	SCEA	August 16, 2022
Pike, Brad	1.0 FTE Industrial Technology Teacher Oak-Land Middle School	\$79,640	Replacement	SCEA	August 16, 2022
Schlosser, Chad	Community Education Casual PAC Stillwater Area High School	\$14.75 / hour	Casual	Casual	May 16, 2022
Valerius, Megan	.4 FTE Spanish Teacher Oak-Land & Stillwater Middle School	\$62,997	Replacement	SCEA	August 16, 2022
Winslow, Miles	Girls Softball Coach Stillwater Middle School	\$2,730.00	Co-Curricular	Replacement	May 19, 2022
Witt, Hayden	Summer Grounds Crew, 8.0 hrs/day District Wide	\$14.50 / hour	Casual	Custodial	May 16, 2022 - October 15, 2022

ASSIGNMENT CHANGES

NAME	FROM	TO	REASON	GROUP	EFFECTIVE DATE
Auge, Michael	Custodian, Lvl VI, 8.0 hrs/day Stillwater Area High School	Custodian, Lvl VI, 8.0 hrs/day Brookview Elementary	Replacement	Custodial	May 9, 2022
Cheatham, Yoko	1.0 FTE Elementary Education Teacher Lake Elmo Elementary	1.0 FTE Elementary Education Teacher Afton-Lakeland Elementary	2022-2023 Staffing	SCEA	August 22, 2022
Kalka, Joe	.8 FTE Social Studies Teacher Stillwater Area High School	1.0 FTE Social Studies Teacher Stillwater Area High School	Replacement	SCEA	August 22, 2022
Klehr, Anthony	1.0 FTE Social Studies Teacher Stillwater Area High School	.4 FTE Social Studies & .6 FTE SCEA President Stillwater Area High School	Replacement	SCEA	August 22, 2022
Mathaus, Erin	Paraprofessional 7.2 hrs/day Oak-land Middle School	Paraprofessional 6.5 hrs day Stillwater Area High School	2022-2023 Staffing	SCPA	2022-2023 School Year
Pupungatoa, Catherine	Interim Assistant Principal Stillwater Area High School	Assistant Principal Stillwater Area High School	Replacement	Principals	July 1, 2022
Slayton, Tracey	Secretary - Elementary Building Brookview Elementary	Secretary, Elementary Building Andersen Elementary	Replacement	Tech Support	July 1, 2022

Wallace, Christi	1.0 FTE Elementary Education Teacher Afton-Lakeland Elementary	1.0 FTE Technology Integration Coach District Wide	2022-2023 Staffing	SCEA	August 22, 2022
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ADDITIONAL ASSIGNMENTS

NAME	Position	Reason	Group	EFFECTIVE DATE
Auge, Brandon	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Cha, Merci	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Costa, Nicholas	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Coulter, Katie	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Daniels Locke, Danielle	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Domeier, Emily	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Folden, Sheila	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Matthews, Lindsay	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Nielsen, Birgitte	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Ryan, Rebecca	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Sandager, Stella	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Simcik, Deb	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Skaj, Amy	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Spilseth, Kate	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Swendra, Katie	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Windingstad, Rachel	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022
Wulk, Natasha	Summer Success Teacher Andersen Elementary	Student Need	SCEA	July 18, 2022 - August 4, 2022



Agenda Item: XI. A.
Date Prepared: May 17, 2022
ISD 834 Board Meeting

Action Items: Increase in Nutrition Service Costs
Meeting Date: May 26, 2022
Contact Person: Mark Drommerhausen, Director of Operations

Summary:

Administration recommends the meal prices to increase by twenty cents for breakfast and lunch at each building. With this change/approval, there will not be an increase to meal prices for the 2023-2024 school year. Meal prices will become effective July 1, 2022.

Current District lunch prices are \$2.75 at the elementary, \$2.95 at the middle schools and \$3.00 at the secondary. The average cost per school lunch is \$2.80/\$2.82/\$3.02 in neighboring districts.

The price adjustment is the response to increased food and supply costs, delivery charge which we previously haven't had and supply chain issues with substitute items at a higher price.

A copy of the Meal Price Comparison is provided

Recommendation:

A motion and a second to approve the Increase in Nutrition Service Costs for 2022-2023.

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

MEAL PRICE COMPARISON 2022-23

Proposed Prices

DISTRICT	ELEMENTARY				MIDDLE SCHOOL				HIGH SCHOOL				ADULT				MILK	
	Brkfst	Increase	Lunch	Increase	Brkfst	Increase	Lunch	Increase	Brkfst	Increase	Lunch	Increase	Brkfst	Increase	Lunch	Increase	1/2 Pint	Increase
Stillwater/Mahtomedi	\$1.60	\$0.20	\$2.95	\$0.20	\$1.70	\$0.20	\$3.15	\$0.20	\$1.70	\$0.20	\$3.20	\$0.20	\$2.20	\$0.20	\$4.30	\$0.20	\$0.55	\$0.05
South Washington	\$1.50	\$0.20	\$2.85	\$0.20	\$1.90	\$0.20	\$3.15	\$0.20	\$1.90	\$0.20	\$3.20	\$0.20	\$2.50	\$0.20	\$5.00	\$0.00	\$0.55	\$0.05
Hastings	\$1.45	\$0.15	\$2.85	\$0.15	\$1.45	\$0.15	\$3.00	\$0.15	\$1.45	\$0.15	\$3.15	\$0.15	\$2.00	\$0.20	\$4.00	\$0.20	\$0.50	\$0.00
Roseville	\$1.70	\$0.00	\$2.75	\$0.00	\$1.90	\$0.00	\$3.10	\$0.00	\$1.90	\$0.00	\$3.10	\$0.00	\$2.50	\$0.00	\$4.00	\$0.00	\$0.50	\$0.00
Burnsville-Eagan-Savage	\$1.60	\$0.00	\$2.80	\$0.00	\$1.60	\$0.00	\$2.90	\$0.00	\$1.60	\$0.00	\$2.90	\$0.00	\$2.40	\$0.00	\$4.15	\$0.00	\$0.50	\$0.00
Wayzata	\$1.90	\$0.00	\$3.05	\$0.00	\$1.90	\$0.00	\$3.40	\$0.00	\$2.40	\$0.00	\$4.10	\$0.00	\$2.75	\$0.00	\$4.45	\$0.00	\$0.55	\$0.00
Westonka	\$1.50	\$0.50	\$3.00	\$0.15	\$1.50	\$0.50	\$3.15	\$0.15	\$1.50	\$0.50	\$3.20	\$0.15	\$2.25	\$0.00	\$4.00	\$0.15	\$0.50	\$0.00
Eden Prairie	\$1.80	\$0.00	\$3.00	\$0.00	\$2.05	\$0.00	\$3.35	\$0.00	\$2.05	\$0.00	\$3.35	\$0.00	\$2.30	\$0.00	\$4.50	\$0.50	\$0.55	\$0.00
Average	\$1.63	\$0.13	\$2.91	\$0.09	\$1.75	\$0.13	\$3.15	\$0.09	\$1.81	\$0.13	\$3.28	\$0.09	\$2.36	\$0.08	\$4.30	\$0.13	\$0.53	\$0.01

we will still be below average on all prices except for elem lunch and milk

we will not have a price increase in 23/24 school year

MEAL PRICE COMPARISON 2019-20

Current Prices

DISTRICT	ELEMENTARY				MIDDLE SCHOOL				HIGH SCHOOL				ADULT				MILK	
	Brkfst		Lunch		Brkfst		Lunch		Brkfst		Lunch		Brkfst		Lunch		1/2 Pint	
Stillwater/Mahtomedi	\$1.40		\$2.75		\$1.50		\$2.95		\$1.50		\$3.00		\$2.00		\$4.10		\$0.50	
South Washington	\$1.30		\$2.65		\$1.70		\$2.95		\$1.70		\$3.00		\$2.30		\$5.00		\$0.50	
Hastings	\$1.30		\$2.70		\$1.30		\$2.85		\$1.30		\$3.00		\$1.80		\$3.80		\$0.50	
Roseville	\$1.70		\$2.75		\$1.90		\$3.10		\$1.90		\$3.10		\$2.50		\$4.00		\$0.50	
Burnsville-Eagan-Savage	\$1.60		\$2.80		\$1.60		\$2.90		\$1.60		\$2.90		\$2.40		\$4.15		\$0.50	
Wayzata	\$1.90		\$3.05		\$1.90		\$3.40		\$2.40		\$4.10		\$2.75		\$4.45		\$0.55	
Westonka	\$1.00		\$2.85		\$1.00		\$3.00		\$1.00		\$3.05		\$2.25		\$3.85		\$0.50	
Eden Prairie	\$1.80		\$3.00		\$2.05		\$3.35		\$2.05		\$3.35		\$2.30		\$4.00		\$0.55	
Average	\$1.50		\$2.82		\$1.62		\$3.06		\$1.68		\$3.19		\$2.29		\$4.17		\$0.51	

We were below average on all prices in 19/20



Agenda Item: XI.B.
Date Prepared: May 18, 2022
ISD 834 Board Meeting

Report for Information: Final Reading Policy 213 – School Board Committees

Meeting Date: May 26, 2022

Contact Person: Assistant Superintendent Dr. Jennifer Cherry

Background:

The 2022 Policy Working Group will be presenting the School Board Committees Policy 213 for a final reading.

Policy 213 has not been revised since its second reading on May 12, 2022.

Recommendation:

A motion and a second to approve Policy 213 – School Board Committees will be requested.

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

SCHOOL BOARD

POLICY TITLE	POLICY NUMBER	ADOPTED	REVIEW FREQUENCY
School Board Committees	213	Adopted: 08-09-2018	2 Year

I. PURPOSE

The purpose of this policy is to provide for the structure and the operation of committees of the school board. ~~The school board has determined that certain permanent standing committees or working groups, as described in this policy, facilitate the operation of the school board and the school district.~~

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school board to designate school board committees when it is determined that a committee process facilitates the mission of the school board. ~~A school board committee or working group will be formed by school board resolution which shall outline the duties and purpose of the committee or working group.~~
- B. A committee ~~or working group~~ is advisory in nature and has only such authority as specified by the school board
- C. The school board will receive reports or recommendations from a committee ~~or working group~~ for consideration. The school board, however, retains the right and has the duty to make all final decisions related to such reports or recommendations.
- D. The school board reserves the right to limit, create or abolish any standing or ad hoc committee as it deems appropriate.
- E. ~~A committee of the school board shall not appoint a subcommittee of that committee without approval of the school board.~~

III. APPOINTMENT OF COMMITTEES ~~WORKING GROUPS~~

The school board has determined that certain permanent standing committees, as described in this policy, facilitate the operation of the school board and the school district. The school board reserves the right to limit, create or abolish any standing or ad hoc committees for specific purposes as it deems appropriate.

- A. The school board hereby appoints the following standing committees ~~working groups~~:
 - 1. Policy Review - The Policy Review Committee ~~working group~~, ~~which shall include the Clerk~~, shall

work with the Superintendent and/or designee(s) in the review of District policies. The group shall recommend proposed changes to the entire Board, for consideration and approval.

2. Finance and Operations - The Finance and Operations ~~Committee~~ ~~working group~~, which shall include the Treasurer, shall work with the Superintendent and/or designee(s) in matters relative to the district's finances and operations. This working group shall provide consultation and perspective regarding district financial decisions before presentation to the entire Board.

B. The school board hereby appoints the following ad hoc committees:

1. ~~Personnel – The Personnel working group shall work with the Superintendent and/or designee(s) on issues related to personnel. This group shall provide consultation and perspective relative to district personnel issues and shall represent the entire Board on grievance issues.~~

2. Legislative – The Legislative ~~Committee~~ ~~working group~~ shall work with the Superintendent and/or designee(s) ~~to develop a district specific legislative platform regarding legislative issues.~~ This group shall advocate for the board's approved legislative platform and monitor legislation that impacts the education of students while the legislature is in session. The committee ~~and~~ shall provide updates to the entire Board regarding issues that affect the District. ~~It is the responsibility of every board member to advocate for legislation that supports the education of our students.~~

3. Community Engagement - The Community Engagement ~~Committee~~ ~~working group~~ shall ~~convene at the request of the board after they are given a clear mission and parameters for community engagement work assigned. work with the superintendent and manager of community engagement and/or designee(s) to provide opportunities to engage residents in conversations about the school district. The group will help to determine engagement topics, identify key audiences, and plan various opportunities (both in person and online) to gather community feedback.~~ The ~~committee~~ ~~working group~~ recommendations will then be presented ~~their work~~ to the entire board ~~and discuss the results.~~

C. The school board chair shall appoint the members and designate the chair of each ~~committee~~ ~~working group.~~

D. The school board will approve, by resolution, for each ~~committee~~ ~~working group~~, the members, the term and the charge or mission of each such committee.

E. ~~The working group chair shall report the actions of the school board working group at the next business meeting.~~

F. ~~The authority of a working group of the school board is advisory only and is limited to making recommendations to the school board, unless otherwise established by action of the School Board.~~

IV. PROCEDURES FOR SCHOOL BOARD COMMITTEES

A. All meetings of standing or ad hoc committees shall be open to the public in compliance with the Open Meeting Law, and notice shall be given as prescribed by law.

B. A standing or ad hoc committee shall act only within the guidelines and mission established for that committee or subcommittee by the school board.

C. Actions of a standing or ad hoc committee shall be by majority vote and be consistent with the governing rules of the school board.

D. The standing or ad hoc committee shall designate a secretary who will record the minutes of actions of the school board committee.

- E. The power of a standing or ad hoc committee of the school board is advisory only and is limited to making recommendations to the school board.
- F. A standing or ad hoc committee of the school board shall, when appropriate, clarify in any dealings with the public that its powers are only advisory to the school board.

Legal References: Minn. Stat. Ch. 13D (Open Meeting Law)



Agenda Item: XI.C.
Date Prepared: May 18, 2022
ISD 834 Board Meeting

Report for Information: Revoke Policy 201.9 – Board Working Groups
Meeting Date: May 26, 2022
Contact Person: Assistant Superintendent Dr. Jennifer Cherry

Background:

The 2022 Policy Working Group will be presenting the Board Working Groups Policy 201.9 for a final reading.

Policy 201.9 is redundant with Policy 213 and will be asked to be revoked.

Recommendation:

A motion and a second to revoke Policy 201.9 Board Working Groups will be requested.

Motion by: _____ Second by: _____ Vote: _____

BOARD GOVERNANCE PROCESS

POLICY TITLE	POLICY NUMBER	ADOPTED	REVIEW FREQUENCY
Board Working Groups	201.9	Adopted: 08-26-2010 Revised: 08-11-2016 Renumbered: 3-11-2021	Annually

1. Board Working Groups

1.1. The Board may create working groups if they are deemed helpful to assist the Board in the performance of its responsibilities. If working groups are established, they shall be used exclusively to support the work of the Board.

1.2. Board working groups and other such entities, by whatever name created by the Board, shall not be used to oversee the staff. Working groups customarily shall prepare recommendations for Board consideration.

1.3. Board working groups may not speak or make decisions on behalf of the Board unless specifically authorized by the Board. The responsibilities and authority of all Board working groups are carefully stated in this policy to assure that members fully understand their duties and extent of authority, and to assure that committee work shall not usurp or conflict with the Board's own authority or conflict with authority delegated to the Superintendent.

1.4. Board established working groups are as follows:

1.4.1. Policy Review - The Policy Review working group, which shall include the Clerk, shall work with the Superintendent and/or designee(s) in the review of District policies. The group shall submit proposed changes to the entire Board, for approval.

1.4.2. Finance and Operations - The Finance and Operations working group, which shall include the Treasurer, shall work with the Superintendent and/or designee(s) in matters relative to the district's finances and operations. This working group shall provide consultation and perspective regarding district financial decisions before presentation to the entire Board.

1.4.3. Personnel - The Personnel working group shall work with the Superintendent and/or designee(s) on issues related to personnel. This group shall provide consultation and perspective relative to district personnel issues and shall represent the entire Board on grievance issues.

1.4.4. Legislative - The Legislative working group shall work with the Superintendent and/or designee(s) regarding legislative issues. This group shall advocate for and monitor legislation that impacts the education of students and shall provide updates to the entire Board regarding issues that affect the District.



Action Item XI.D.
Date Prepared: May 19, 2022
ISD 834 Board Meeting

Agenda Item: Vendor and Trustee Change for VEBA/ Health Reimbursement Accounts
Meeting Date: May 26, 2022
Contact Person: Cindy Gustafson, Director of Human Resources

Background:

As part of the benefit package for employees, the District offers a High Deductible Medical Plan with a VEBA Account as well as Flex Spending Accounts for Medical and Daycare Expenses. Our VEBA and Flex Accounts will be managed by OneBridge starting July 1, 2022. We needed to change carriers because our former company (Further) was acquired by another firm and will no longer offer VEBA Accounts.

The attached resolution will finalize the change in vendor and trustee for our VEBA Accounts.

Administration recommends that the Board of Education approve the attached resolution.

Recommendation:

A motion and a second to approve the Vendor and Trustee Change for VEBA/ Health Reimbursement Accounts will be requested.

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

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 834
(STILLWATER AREA PUBLIC SCHOOLS)
WASHINGTON COUNTY, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 834 (Stillwater Area Public Schools), Washington County, Minnesota, was duly held in the School District on May 26, 2022, commencing at 6:30 o'clock p.m.

The following members were present:
and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**Stillwater Area School District
State of Minnesota
“Plan Sponsor”**

**RESOLUTION DESIGNATING
ONEBRIDGE BENEFITS INC. AS THIRD PARTY ADMINISTRATOR
AND WASHINGTON TRUST BANK AS TRUSTEE**

WHEREAS, a meeting of the Governing Body of the Plan Sponsor was properly noticed and held during which the following resolutions were passed:

RESOLVED, that the Governing Body of the Plan Sponsor approves the removal of Matrix Trust Company and Further and the engagement and appointment of OneBridge Benefits Inc., as third party administrator, and Washington Trust Bank, as trustee, for custody and administration of the Plan Sponsor's VEBA trust and health reimbursement arrangement plans, effective as of July 1, 2022; and

FURTHER RESOLVED, the Governing Body grants authority to its authorized officers and representatives to take all action reasonable and necessary to effect the removal of Matrix Trust Company and Further and the transition of services, data, and plan assets to OneBridge Benefits Inc. and Washington Trust Bank.

IN WITNESS WHEREOF, the Plan Sponsor has caused these resolutions to be executed by a duly authorized representative of the Plan Sponsor.

The motion for the adoption of the foregoing resolution was duly seconded by _____ and upon vote

being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

Signature: _____

Name: _____

Title: _____

Date: _____



Agenda Item: XII. A.
Date Prepared: May 19, 2022
ISD 834 Board Meeting

Report Items: Transportation Update
Meeting Date: May 26, 2022
Contact Person: Mark Drommerhausen, Director of Operations

Summary:

Mr. Drommerhausen presented transportation zone options at the April 28, 2022 Board Worksession.

Administration recommends to keep elementary zone at <.5 miles, keep the middle school zone at <1 mile and move the high school zone to <2 miles and no transportation for choice programs (ie. GATE and Dual Language Spanish Immersion).

Attached: Transportation Zones 2022-2023 PowerPoint

Recommendation:

This is a report for information



Transportation Zones 2022-2023

May 26, 2022

Transportation Priorities

- Ensure safe, consistent and reliable service for families
- Address ongoing bus and driver shortage
 - Next year = 70 routes available
- Offset inflation and rising transportation costs



Stillwater

AREA PUBLIC SCHOOLS

District	Elementary Zone	Middle School Zone	High School Zone
Stillwater	0.5 mile	1 mile	1 mile
Centennial	1 mile (0.5 for K	1 mile	1.5 miles
Columbia Heights	0.75 mile	1.25 miles	1.25 miles
Forest Lake	0.3 mile	0.3 mile	0.3 mile
Fridley	1 mile	2 miles	2 miles
Hastings	0.75 mile	1.75 miles	1.75 miles
Mahtomedi	None	0.5 mile	0.5 mile
Mounds View	0.5 mile (1,400 feet for K)	1 mile	1 mile
NSP/Maplewood/Oakdale	0.5	1 mile	1.5 miles
Roseville	0.5 mile (K-6	2 miles	2 miles
South Wash County	1 mile	1.5 miles	2 miles
Spring Lake Park	None	None	2 miles
White Bear Lake	0.5 (Gr K-2) 0.75 (Gr 3-5) mile	31 1 mile	1 mile

= 79 routes
(includes
GATE)

Recommendation

Ensure safe, reliable transportation at 70 routes:

- Elementary zone at <.5 miles
- Middle school zone at <1 mile
- High school zone at <2 miles
- No transportation for choice programs
 - *GATE and Dual Language Spanish Immersion*

Future Consideration:

- High school zone
- Choice programs



CLOSED SESSION

The governing body of a public employer may by a majority vote in a public meeting, may decide to hold a closed session based upon the attorney-client privilege pursuant to Minnesota Statutes, section 13D.05, subdivision 3(b). The School Board needs to meet with its attorney in a confidential setting to obtain advice regarding litigation. It would be detrimental to the interests of the District to hold a public discussion with its attorney regarding the potential commencement of a lawsuit and its legal positions and strategy and Pursuant to § Minnesota Statute 13D.03(b).

Pursuant to § Minnesota Statute 13D.03(b). The governing body of a public employer may by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25.

A motion and a second to hold a closed session will be requested.

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



Agenda Item: Adjournment
Meeting Date: May 26, 2022
Contact Person: School Board Chair

Agenda Item XII. A.
Date Prepared: May 18, 2022
ISD 834 Board Meeting

The meeting must formally adjourn.



Stillwater School Board
Finance & Operations Meeting Notes
May 18, 2022

Attendees: Malinda Lansfeldt, Mark Drommerhausen, John Thein, Caleb Drexler-Booth, Linda Moncrief, Beverly Petrie, Pete Kelzenberg, Alison Sherman, Joan Hurley

I. Math supplementary materials for 2022-23

C. Drexler-Booth presented information on materials to be ordered for the coming school year. These are consumable Math Expressions workbooks that are ordered each year at this time. This will be presented as a consent agenda item at the upcoming board meeting.

II. School lunch increase for 2022-23

M. Drommerhausen presented information on a proposed 20-cent increase for school breakfast and lunch prices for the coming school year. There will be no change for the following school year. The request is being made because of higher food and supply costs, added delivery costs, and supply chain issues that sometimes force a meal substitution that is higher in cost. This request will be presented to the board in an action item at the upcoming board meeting.

Respectfully submitted by Beverly Petrie



Stillwater School Board
Policy Meeting Notes
May 18, 2022

Present: Katie Hockert, Bev Petrie, Annie Porbeni, Jennifer Cherry, Malinda Lansfeldt, Joan Hurley

Agenda

- Continue review of policies from last meeting

Highlights of Discussion

- Policy 213: School Board Committees reviewed comments from second reading
 - Discussed personnel committee feedback. No change made to policy
 - Discussed reframing personnel committee to be a superintendent evaluations/expectations committee but decided that was work of the whole board, not a committee.
 - Acknowledge desire to set up a system and schedule for superintendent evaluations going forward
 - 213 is moving forward for action on 5/26/22
 - 201.9 is redundant with 213 and will move forward for action on 5/26/22
- Reintroduced Code of Conduct package (209, 201.3, 209.1, 201.11)
 - Reviewed feedback from former board members who last worked on 209 in Jan 2020 along with questions answered by MSBA
 - Suggested taking Code of Conduct work to the whole board during a retreat or work session.
 - Katie will consult with Board Chair and Superintendent regarding scheduling
- Reintroduced Community Engagement package of (206, 201.3, 201.6, 207)
 - Briefly reviewed past work on this package
 - Bev will check in with other districts regarding changes made to public participation in the last year—South Wash, Bloomington
 - Discussed bringing policy into alignment with model policy regarding data privacy and complaints
 - Katie will follow up on historical context for changes made to 206 in 2018
- Follow up on Policy 524: Student Tech use mentioned at last board meeting.
 - Staff will suggest revisions at a future meeting

What's next

- For 5/26/22 board meeting: action on 213 and 201.9
- Resume discussion of Community Engagement Package (206, 201.3, 201.6, 207)
- New Policies 601, 603, 604, 606.1, 606.2

Respectfully submitted by: Katie Hockert

Date: 5/18/22

Next Meeting of Policy Committee: June 1, 2022

TO: Northeast Metro 916 Board of Education

FROM: Dr. Val Rae Boe

DATE: May 9, 2022

RE: May 4 Board of Education Meeting Talking Points

Members present: Knisely-12, Starck-14, Forsberg-16, Oksnevad-282, Yener-622, Clark-623, Daniels-624, Keto-831, Donovan-832, and Hockert-834.

Members absent: Palmer-13, Westerman-621, and Dols-833.

Calendar Dates:

- Wednesday, May 11: Building Tours at WELS N at 8:00 a.m., South Campus at 9:00 a.m., and Quora Education Center at 10:30 a.m.
- Friday, June 3, 2022: Area Learning Centers graduation at 6:00 p.m. at Quora Education Center
- Monday, June 6, 2022: South Campus graduation at 12:00 p.m. at South Campus Education Center
- Monday, June 6, 2022: Quora Secondary School graduation at 4:30 (Learning Community 7) and 6:00 p.m. (Learning Communities 3,4, and 5) at Quora Education Center
- Tuesday, June 7, 2022: WELS-North graduation at 5:00 p.m. at Quora Education Center.
- Monday, June 20, 2022: 916 Foundation Golf Tournament at Noon at Oak Marsh Golf Course

The June 15th School Board Retreat has been rescheduled for Wednesday, Sept 28, 2022 at a time to be determined later.

Strategic Action Update: Scott Thomas, director of educational services, and Dan Naidicz, assistant superintendent, presented an update on 916's strategic actions. They focused on the high priority practices for 916 leaders which include Clarity, Authentic and Reciprocal Relationships, and Shared Leadership that centers student, staff, and family voice. They shared information on the creation of the Strategic Actions Advisory Committee and the many ways they are building alignment and coherence and providing professional support and development for the principal leadership teams. Lastly, they shared information on the equity work being done at the site and district levels.

New Policy: 109 Equity (draft): Shanaya Walker, DEI manager, and Kim Thebault, general counsel, shared the draft of the new Equity policy that 916 has created. They spoke about the process they used to create the policy starting with identifying a framework, aligning with other

districts equity policies, and the amount of feedback they received from various stakeholders, including the importance of student feedback. School Board members were encouraged to share feedback and to take it to their own district leaders for feedback. This policy will be presented as a first reading at the June School Board meeting.

Superintendent Evaluation Tool: The School Board received a tool, in both written and electronic format, that they will use to evaluate the performance of Superintendent Boe. Board Members were asked to participate using either one of the formats by May 20. The results will be put together and the Board Chair will provide a summary of this evaluation at the August School Board meeting.

Budgets: Mark Kumlien, executive director of finance, presented the first reading of the proposed FY23 budget to the School Board. The School Board also voted to approve the final revisions to the FY22 budget.

Approval of School Board Policies: Approved School Board Policy 414 and 414Form. This was presented as a first reading at the April 6 Board Meeting.

Approval of the 2022-23 School Calendar: The School Board approved the FY23 school calendar at the April 6 meeting. Revisions have been made based on a tentative agreement reached with the teacher bargaining unit that will extend the instructional day by seven minutes. This extension will reduce the total student days from 172 to 170 and will result in two additional non-student contact days for staff.

Staffing Changes: A resolution was approved to non-renew the teaching contracts of seven probationary licensed staff effective 6/30/22.

Contract Ratification: The School Board voted to ratify three contracts for the periods of July 1, 2021 through June 30, 2023.

- United Educators Local 3748: The schedule improvement includes a 4.25% increase with no step movement in year one and a 1.25% increase with step movement in year two.
- Tier 1 Licensed Teachers and Behavior Analysts Local 3748: The schedule improvement includes a 4.25% increase with no step movement in year one and a 1.25% increase with step movement in year two.
- International Union of Operating Engineers Local 70: The schedule improvement consists of 2% and step movement in both year one and year two.