



Independent School District No. 834 – Stillwater Area Public Schools  
Oak Park Building, 6355 Osman Avenue North, Stillwater, MN 55082  
June 9, 2022 – 6:30 p.m. Special Meeting Minutes

**I. Recognition**

Grif Sadow received the 2022 Theater Educator Award from Spotlight Education.

**II. Public Comment**

- No speakers

**III. Call to Order:** The meeting was called to order at 6:45 p.m.

**IV. Roll Call:** Present: Alison Sherman, Beverly Petrie, treasurer, Annie Porbeni, clerk, Tina Riehle, director

Not present: Katie Hockert, vice chair, Vivian Votava, director

**V. Pledge of Allegiance**

**VI. Approval of Agenda**

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

**VII. Superintendent Report**

- **Congratulations to the senior class of 2022.** The graduation ceremony is posted on Valley Access Cable Channel 15 website.
- Congratulations to the synchronized swim team for successfully defending their state crown.
- This fall buses in the district will be equipped with new technology that will fix problems with GPS connectivity by installing a tablet on each bus.
- The district will again be providing free meals to any child in our community between the ages of 1 and 18 this summer. [More details.](#)
- Meal prices will be increasing by 20 cents next year.
- Community members can donate new school supplies to local students as part of the annual Stuff the Bus initiative. Check out a list of [donation requests](#) or the [Amazon Wish List](#). Families in need will be able to register for free school supplies online July 25 at 9 a.m. through August 8 at 12 p.m. [More information is available on Community Thread's website.](#)

**VIII. Board Chair Report**

- Nothing to report

**IX. Consent Agenda**

- A. Minutes of May 26, 2022 Business Meeting
- B. Payment of Invoices – May 28, 2022 - June 20, 2022
- C. Joint Power Agreement for Nutrition Services between Independent School District No. 834 - Stillwater and Independent School District No. 832 - Mahtomedi
- D. New Heights School Nutrition Services Agreement

- E. School Nutrition Program Joint Agreement with St. Croix Catholic School
- F. Nutrition Service Milk & Dairy Distributor
- G. Entity Name Change for Schmitt & Sons
- H. Human Resources Personnel Report

*Motion to approve item A, B, C, D, E, F, G, H by: Member Sherman; second by: Member Porbeni; Vote: 5 ayes, 0 nays; Motion carried unanimously.*

**X. Action Item**

- A. 2021-2023 Principal Master Contract – Ms. Cindy Gustafson  
Under the terms of the agreements, the salary schedule was increased by 1.5% in year one and 2.75% in year two.

*Motion to approve the 2021-2023 Principal Master Contract by: Member Kelzenberg; second by: Member Porbeni; Vote: 5 ayes, 0 nays; Motion carried unanimously.*

- B. 2021-2023 Terms and Conditions of Employment for District Directors, Managers and Program Administrators – Ms. Cindy Gustafson  
Under the terms of the agreements, the salary schedule was increased by 1.5% in year one and 2.75% in year two.

*Motion to approve the 2021-2023 Terms and Conditions of Employment for District Directors, Managers and Program Administrators by: Member Kelzenberg; second by: Member Porbeni; Vote: 5 ayes, 0 nays; Motion carried unanimously.*

- C. 2021-2023 Terms and Conditions of Employment for Tech Support and Coordinators/Supervisors/Specialists (CSS) – Ms. Cindy Gustafson  
Under the terms of the agreements, the salary schedule was increased by 1.5% in year one and 2.75% in year two.

*Motion to approve the 2021-2023 Terms and Conditions of Employment for Tech Support and Coordinators/Supervisors/Specialists (CSS) by: Member Porbeni; second by: Member Kelzenberg; Vote: 5 ayes, 0 nays; Motion carried unanimously.*

**XI. Reports**

- A. Q Comp Annual Report – Dr. Jennifer Cherry and Ms. Deb VanKlei  
School board members received an update on the Q-Comp program.
- B. LTFM Report – Mr. Mark Drommerhausen  
School board members were presented with a comprehensive list of projects that qualify for long-term facility maintenance funding.
- C. Review of 2021-22 General Fund Budget – Dr. John Thein  
School board members received an overview of the 2021-2022 budget.
- D. 2022-23 Draft Preliminary Budget Update - Dr. John Thein  
School board members reviewed the preliminary general fund budget for the 2022-2023 school year.

**Adjournment**

- A. The meeting adjourned at 8:31 p.m.  
Respectfully submitted, Annie Porbeni, Clerk