



Stillwater

AREA PUBLIC SCHOOLS

Independent School District 834
Stillwater City Hall, 216 North 4th Street, Stillwater, MN
School Board Business Meeting Agenda – September 28, 2017 at 6:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. District Mission Statement and School Board Goals
- V. Approval of the Agenda
- VI. Superintendent's Report
- VII. Introductory Items
 - A. Student Report
 - B. District Recognition
 - 1. Where Everyone Belongs and Link Crew – *Ms. Larson*
- VIII. Open Forum
- IX. Consent Agenda
 - A. Minutes of September 14, School Board Meeting
 - B. Disbursement Register September 7 – 20, 2017
 - C. Human Resources Personnel Report
 - D. Field Trip: For 1 advisor, 8 chaperones and 74 students of the SAHS Concert Orchestra to travel to St. Louis, MO, March 8-11, 2018.
- X. Reports
 - A. Staffing Update – *Superintendent Pontrelli*
- XI. Action Items
 - A. Preliminary Proposed Property Tax Levy 2017 Levy Payable 2018 – *Ms. Hoheisel*
 - B. Revised School Board Meeting Calendar for Remainder of 2017 – *Board Chair Hoeppe*
- XII. Board Member Reports
 - A. Board Chair Report
 - B. Board Member Reports
 - C. Working Group Reports
- XIII. Adjournment
 - A. Adjourn



Agenda Item I.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: Call to Order
Meeting Date: September 28, 2017

Background:

The School Board Chair will call the meeting to order.

Recommendation:

Board action is not required.



Agenda Item II.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: Roll Call
Meeting Date: September 28, 2017

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

George Hoepfner, Board Chair

Paula O'Loughlin, Vice Chair

Tom Lehmann, Treasurer

Jennifer Pelletier, Clerk

Shelley Pearson, Director

Mike Ptacek, Director

Sarah Stivland, Director

Denise Pontrelli, Superintendent of Schools (ex-officio)

Annabel Gregg, Student Board Member 2017-2018

Ava Yokanovich, Student Board Member 2017-2018

Recommendation:

Board action is not required.



Agenda Item III.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: Pledge of Allegiance
Meeting Date: September 28, 2017

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 IV.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: District Mission and School Board Goals
Meeting Date: September 28, 2017

A School Board member will read the District Mission statement.

The mission of Stillwater Area Public Schools, in partnership with students, family and community, is to develop curious individuals who are active and engaged leaders in an ever-changing world by challenging all students as they travel along their personalized learning pathways.

A School Board member will read the School Board Goals

As board members we are morally and legally responsible for an equitable and quality education for each and every student in our district.

As board members we ensure decisions are made in the interest of ALL students E-21 and for future generations impacted by our actions.

- Partner with Administration to assure all students are provided equitable opportunities to reach their maximum potential
- Participate in efforts that support student and community engagement
- Direct district efforts to develop a balanced budget for 2017-18
- Exercise Effective Self Governance

Recommendation:

Board action is not required.



Agenda Item V.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: Approval of the Agenda
Meeting Date: September 28, 2017

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 VI. A. B.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: Introductory Items
Meeting Date: September 28, 2017
Student Report and District Recognition

Background:

A. Each meeting 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.

B. Each meeting an individual, team, or program will be recognized for their excellence.

Recommendation:

Board action is not required.



Agenda Item VII.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: Superintendent Report
Meeting Date: September 28, 2017

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, FYI 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 VIII.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: Open Forum
Meeting Date: September 28, 2017

Background:

If you wish to speak to the School Board, you will be able to do so at the start of the school board meeting during Open Forum. You may sign in only for yourself, not other individuals or groups, and only in person. The sign in sheet is made available 30 minutes prior and up to the start of the meeting. Due to time limitations, we will limit the number of speakers to 12. If you spoke at the last meeting, please consider allowing others to sign in before you. After you address the Board, please leave the podium.

Stillwater Area School District welcomes input from citizens as community involvement fosters better decision making and improved learning experiences for all students. While comments and questions are welcome during Open Forum, law prohibits the Board from discussing concerns about individual employees or students in a public meeting. 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.

Because we are modeling civil discourse for our community, 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.

The Board will not deliberate, discuss, or engage in conversation with speakers during open forum.

However, the Board may ask administration to review the concern(s) presented.

Recommendation:

This is for informational purposes only.



Agenda Item VIII. A. B. C. D.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: Consent Agenda
Meeting Date: September 28, 2017
Contact Person: Varies by item

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 Meeting Minutes September 14, 2017

Contact Person: Jennifer Pelletier, Clerk or Barbara Proulx, Secretary
A copy of the Minutes is included for your review.

B. Disbursement Register September 7 through 20, 2017

Contact Person: Kristen Hoheisel, Executive Director of Finance and Operations
A copy of the disbursement register is on file with the treasurer and the secretary.

C. Human Resources Personnel Report

Contact Person: Cathy Moen, Executive Director of Administrative Services
A summary of personnel transactions for the month is enclosed, including retirements, resignations, releases, hires, additional assignments, leaves of absences, assignment changes and co-curricular hires.

D. Field Trip: SAHS Concert Orchestra Spring Tour

Contact Person: Bob McDowell, Executive Director of Learning and Innovation
A field trip request for 1 advisor, 8 chaperones and 74 students to travel to St. Lois, MO, March 8-11, 2018 has been received.

Board Approval of the Consent Agenda is needed.

Recommendation:

A motion and a second to approve the Consent Agenda will be requested.

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



Independent School District No. 834 – Stillwater Area Public Schools
Stillwater City Hall, 216 North 4th Street, Stillwater, MN
September 14, 2017 – 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: George Hoepfner, chair; Paula O'Loughlin, vice chair; Tom Lehmann, treasurer; Jennifer Pelletier, clerk; Shelley Pearson, director; Mike Ptacek, director; Sarah Stivland, director; Superintendent Pontrelli (ex-officio) Student Members: Annabel Gregg and Ava Yokanovich

III. Pledge of Allegiance: Chair Hoepfner led Pledge of Allegiance.

IV. District Mission and School Board Goals: The mission statement was read by Member Pearson and the goals were read by Member O'Loughlin.

V. Approval of the Agenda

The agenda for the meeting was approved.

Motion by: Tom Lehmann; Second by: Jennifer Pelletier; Vote: 7 ayes, 0 nays, Motion Carried.

VI. Superintendent's Report

Superintendent Pontrelli:

- shared information related to the start of the school year
- announced the bus property purchase will be coming to the board in the near future
- commented on why the superintendent's report has moved up on the agenda
- addressed an open forum question from the last meeting related to the Freedom of Information Act

VII. Introductory Items

A. Student Report

The new student members introduce themselves and shared information about homecoming week, provided a sports update and gave a report on the academics taking place.

They announced:

- The music rummage sale is September 23 from 8 – 3
- The play Grease will be performed October 10 – 23 and 26-28
- The Academic Awards Ceremony is September 19 at 7 p.m.
- NHS is sponsoring a blood drive on September 22

B. District Recognition

1. Superintendent Pontrelli called on Ms. Keister to recognized Community Thread and United Way of Washington County East for their collecting for than \$11,000 worth of school supplies for our students.

VIII. Open Forum (2 speakers)

1. Tina Riehle, 10960 Norell Ave. N., Stillwater spoke about accountability and ethical behavior

2. Kristie Mack, 421 W. Pine St., Stillwater, asked questions about the GATE program and stated she hosted the recent Townhall meeting.
3. Dr. Genella M. Stubrud Jemelka, 15417 56th St. N., Oak Park Heights, spoke about the district policies and cultural competency.
4. Sandi Hayner, 1357 Lydia Circle, Stillwater, clarified that the recent Townhall meeting was not an 834 VOICE event and expressed concern that a certain board member has not met with her.

IX. Consent Agenda

- A. Minutes of August 10, 2017 School Board Meeting
- B. Minutes of August 10, 2017 Closed Session
- C. Minutes of August 23, 2017 Closed Session
- D. Disbursement Register August 4 through September 6, 2017
- E. Human Resources Personnel Report
- F. Uniform Grant Guidance Update
- G. Field Trip: Stillwater Choir Spring Conference Tour, 1 advisor, 10 chaperones, 82 students to travel to New York City, April 18-22, 2018.

Motion by: Tom Lehmann; Second by: Paula O'Loughlin; Vote: 6 ayes, 0 nays, 1 recused (Hoepfner) Motion Carried.

X. Reports

A. ThoughtExchange

Ms. Keister provided an overview of the information received from the spring process. The community conversation was about the skills, attributes and experiences students need for success. More than 1700 people shared 3,520 thoughts and assigned 133,741 stars to the thoughts. The feedback will be considered as part of the strategic planning process.

B. Transition Update

Dr. McDowell shared information on the new spaces and new opportunities for our students. New learning opportunities at the elementary level include responsive classroom, changes to gifted and talented, a new Spanish Immersion program and updates and leveling of intervention and supports. New learning opportunities for middle schools include WEB (Where Everyone Belongs) Pony Time, Project-Based Learning, Teaming for grades 6 and 7 and intervention and enrichment. New learning opportunities for high school include Link Crew BARR, small learning communities and flex time. Hundreds of staff moved to different grade levels, subjects and/or buildings.

XI. Action Items

A. Schools for Equity in Education (SEE) Membership

Board Member Ptacek presented information on the possibility of becoming a member in the SEE organization. The SEE membership was part of the budget reductions in the 2014-15 school year. The cost of the membership for the 2017-18 school year is \$10,154.07.

Motion by: Mike Ptacek; Second by: Sarah Stivland; Vote: 4 ayes Pearson, Pelletier, Ptacek, Stivland 3 nays (Hoepfner, Lehmann, O'Loughlin), Motion Carried.

XII. Board Member Reports

1. Mr. Hoepfner read a statement from the National School Board Association regarding immigrant families and shared information about the snack pack program available for families in need from Valley Outreach, mentioned the board was looking at revising their meeting calendar for the remainder of the 2017 year, shared that have been working with a consultant on governance and goals, and reminded others that board reports should be limited to something that impacts District 834.

2. Mr. Ptacek shared information from the recent NE Metro 916 board meeting, announced that he will be attending the MSBA Advocacy Tour.

D. Working Group Reports

1. Ms. Pelletier reported that the policy working group began meeting to work on updating policies.

XI. Adjournment

The meeting adjourned at 8:04 p.m.

Motion by: Shelley Pearson; Second by: Tom Lehmann; Vote: 7 ayes, 0 nays, Motion Carried.

Respectfully submitted, Jennifer Pelletier, school board clerk.

RETIREMENT/RESIGNATION/RELEASE

Carr, Amy	Resigned	Assistant Girls Basketball Coach Stillwater Area High School	SCEA	September 15, 2017
Diediker, Matthew	Resigned	Assistant Baseball Coach Stillwater Area High School	SCEA	September 13, 2017
Drew, Deb	Resigned	Drama Club Advisor (shared) Oak-Land Middle School	SCEA	September 18, 2017
Schmeltzer, Rachel	Resigned	Drama Club Advisor (shared) Oak-Land Middle School	SCEA	September 18, 2017
Thelander, Kary	Resigned	ECFC Teacher, 62.52 hours Early Childhood Family Center	SCEA	June 26, 2017

LEAVES OF ABSENCE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Runck, Gina	Approve	1.0 FTE Special Education Teacher Transition	SCEA	September 6, 2017 - March 2, 2018

HIRES/REHIRES

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Anderson, Cassandra	Community Education Assistant, 1.4 hours/day Lily Lake Elementary	\$13.94 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Bauer, Jean	Community Education Assistant, 1.1 hours/day Brookview Elementary	\$13.94 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Benson, Gina	Paraprofessional, 6.0 hours/day Lake Elmo Elementary	\$15.43 / hour	2017-2018 Staffing	SCPA	August 28, 2017
Brossart, Diane	Casual NAPAC Partnership, varied hours District Wide	\$25.00 / hour	2017-2018 Casual	Casual	September 20, 2017
Dahlstrom, Jill	6th-8th Grade Girls Soccer Coach Stillwater Middle School	\$1,155	2017-2018 Staffing	Co-Curricular	September 18, 2017
Dinzeo, Nick	6th-8th Grade Boys Soccer Coach Stillwater Middle School	\$990	2017-2018 Staffing	Co-Curricular	September 18, 2017
Dziuk, Emmett	Community Education Assistant, 4.65 hours/day Andersen Elementary	\$13.94 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Fischer, Jady	Community Education Assistant, 1.65hours/day Afton Lakeland Elementary	\$14.99 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Grand, Brian	Assistant Boys Soccer Coach Stillwater Area High School	\$4,290	2017-2018 Staffing	Co-Curricular	August 22, 2017
Gross, Adrienne	Community Education Assistant, 1.65 hours/day Afton Lakeland Elementary	\$13.94 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Haukom, Hope	Community Education Assistant, 1.95 hours/day Lake Elmo Elementary	\$13.21 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Hawkinson, Jordan	1.0 FTE Occasional Sub Math Teacher Stillwater Middle School	\$235.86 / day	Replacement	SCEA	October 14, 2017 - January 5, 2018 (approximate dates)
Helgen, Robin	Community Education Casual Voice Instructor District Wide	\$48.00 / hour	2017-2018 Casual	Casual	September 18, 2017
Helms, Theresa	1.0 FTE Occasional Sub ECSE Teacher Early Childhood Family Center	\$224.45 / day	Replacement	SCEA	October 13, 2017 - January 5, 2018 (approximate dates)
Hoffman, Julie	Community Education Assistant, 4.35 hours/day Afton Lakeland Elementary	\$13.94 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Kretman, Miya	Community Education Aide, 2.50 hours/day Andersen Elementary	\$9.50 / hour	2017-2018 Staffing	C/E Leads & Assistants	September 13, 2017
Lueck, Kristen	Piano Accompanist, 1.0 hour / day Oak-Land Middle School	\$20.00 / hour	2017-2018 Casual	Casual	August 28, 2017 - May 31, 2018
McDonald, Emily	Community Education Assistant, 2.6 hours/day Lily Lake Elementary	\$13.41 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017

HIRES/REHIRES CONT.

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
McGibbon, Jodie	Community Education Assistant, 1.0 hours/day Lily Lake Elementary	\$15.41 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
McMahon, Mary	Cafeteria, 5.0 hours/day Wildwood Elementary	\$12.34 / hour	2017-2018 Replacement	Cafeteria	September 19, 2017
McQuiston, Christy	Community Education Assistant, 4.5 hours/day Lake Elmo Elementary	\$13.21 / hour	2017-2018 Staffing	C/E Leads & Assistants	September 25, 2017
Mills, Margo	Community Education Instructor District Wide	\$35.00 / hour	2017-2018 Casual	Casual	September 13, 2017
Molano, Amalia	Community Education Assistant, 1.35 hours/day Lake Elmo Elementary	\$14.99 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Nelson, Gretchen	Community Education Assistant, 5.0 hours/day Brookview Elementary	\$13.21 / hour	2017-2018 Staffing	C/E Leads & Assistants	September 5, 2017
O'Brien, Amanda	Community Education Assistant, 2.0 hours/day Early Childhood Family Center	\$13.94 / hour	2017-2018 Staffing	C/E Leads & Assistants	September 5, 2017
Olivieri, Isabella	Community Education Assistant, 4.4 hours/day Stonebridge Elementary	\$13.41 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Olson, Mitch	Paraprofessional, 5.0 hour/day Lake Elmo Elementary	\$17.36 / hour	2017-2018 Staffing	SCPA	August 28, 2017
Pooler, Julie	Cafeteria, 4.0 hours/day Mahtomedi High School	\$12.34 / hour	2017-2018 Replacement	Cafeteria	September 26, 2017
Ratte, David	Casual Sports Official District Wide	\$14.72 / hour	2017-2018 Casual	Casual	September 21, 2017
Runk, Laura	Community Education Assistant, 1.1 hours/day Afton Lakeland Elementary	\$13.21 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Schmidt, Heather	Community Education Assistant, 1.60 hours/day Andersen Elementary	\$13.41 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Schoenecker, Sandra	Community Education Voice Instructor District Wide	\$48.00 / hour	2017-2018 Casual	Casual	September 18, 2017
Scholtes, Adeline	7th Grade Volleyball Coach Oak-Land Middle School	\$1,320	2017-2018 Staffing	Co-Curricular	August 28, 2017
Sorenson, Carolyn	1.0 FTE LTS Special Education Teacher Transition Center	\$81,112	Replacement	SCEA	September 6, 2017 - February 9, 2018
Spaudling, Jasmine	Community Education Assistant, 5.5 hours/day Brookview Elementary	\$13.41 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Splettstoeszer, Stephanie	Cafeteria, 4.0 hours/day Mahtomedi High School	\$12.34 / hour	2017-2018 Replacement	Cafeteria	September 18, 2017
Stanton, Stacey	Paraprofessional, 2.4 hours/day Early Childhood Family Center	\$15.43 / hour	2017-2018 Staffing	SCPA	September 18, 2017
Starry, Bethany	Community Education Assistant, 5.85 hours/day Early Childhood Family Center	\$13.21 / hour	2017-2018 Staffing	C/E Leads & Assistants	September 14, 2017
Strambaugh, Dean	Assistant Girls Basketball Coach Stillwater Area High School	\$4,620	2017-2018 Staffing	Co-Curricular	November 13, 2017
Swanson, Serena	Community Education Assistant, 1.75 hours/day Rutherford Elementary	\$13.41 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Turner, Sharon	1.0 FTE Occasional Sub Special Education Teacher Oak-Land Middle School	\$449.88 / day	Replacement	SCEA	September 28, 2017 - December 22, 2017 (approximate dates)
Weisbrod, Allison	Community Education Assistant, 1.75 hours/day Lake Elmo Elementary	\$13.21 / hour	2017-2018 Staffing	C/E Leads & Assistants	August 28, 2017
Weyrauch, Clark	Community Education Voice Instructor District Wide	\$48.00 / hour	2017-2018 Casual	Casual	September 18, 2017

ASSIGNMENT CHANGES

NAME	FROM	TO	REASON	GROUP	EFFECTIVE DATE
Constant, Tracy	Human Resources Tech, 8.0 hours/day, LVL 4 (B22) Central Services Building	Human Resources Tech, 8.0 hours/day, LVL 5 (B23) Central Services Building	Position Reclassification	Tech Support	July 1, 2017

Cortez, Sandy	Paraprofessional, 8.0 hours/day Lake Elmo Elementary	Paraprofessional, 7.0 hours/day Lake Elmo Elementary	2017-2018 Staffing	SCPA	August 28, 2017
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ASSIGNMENT CHANGES CONT.

NAME	FROM	TO	REASON	GROUP	EFFECTIVE DATE
Dornfeld, Amy	Community Education Assistant, 3.0 hours/day Rutherford Elementary	Community Education Assistant, 6.25 hours/day Rutherford Elementary	2017-2018 Staffing	C/E Leads & Assistants	August 23, 2017
Erban, Caley	1.0 FTE Speech Pathologist Brookview Elem. & Stillwater Area HS	1.0 FTE Speech Pathologist Brookview & Rutherford Elementary	2017-2018 Staffing	SCEA	August 21, 2017
Hamilton, Leah	.80 FTE Speech Pathologist Stillwater Middle School & District Wide	.80 FTE Speech Pathologist Stillwater MS, Stillwater Area HS & District Wide	2017-2018 Staffing	SCEA	August 21, 2017
Hartung, Timothy	1.0 FTE Middle School Success Teacher Oak-Land Middle School	1.2 FTE Middle School Success & DAPE Teacher Oak-Land Middle School	2017-2018 Staffing	SCEA	September 14, 2017 - June 4, 2018
Hodgdon, Jeanne	Paraprofessional, 5.5 hours/day Andersen Elementary	Paraprofessional, 6.25 hours/day Andersen Elementary	2017-2018 Staffing	SCPA	August 28, 2017
Johnson, Wendy	Paraprofessional, 6.0 hours/day Andersen Elementary	Paraprofessional, 6.5 hours/day Andersen Elementary	2017-2018 Staffing	SCPA	September 7, 2017
Junker, Nichole	Community Education Assistant, 5.5 hours/day Rutherford Elementary	Community Education Assistant, 6.25 hours/day Rutherford Elementary	2017-2018 Staffing	C/E Leads & Assistants	August 23, 2017
Kent, Jean	Paraprofessional, 4.2 hours/day Early Childhood Family Center	Paraprofessional, 4.8 hours/day Early Childhood Family Center	2017-2018 Staffing	SCPA	September 5, 2017
Koehn, Myra	Paraprofessional, 2.5 hours/day Brookview Elementary	Paraprofessional, 6.0 hours/day Brookview Elementary	2017-2018 Staffing	SCPA	August 28, 2017
Mathaus, Erin	Paraprofessional, 5.5 hours/day Lake Elmo Elementary	Paraprofessional, 6.5 hours/day Lake Elmo Elementary	2017-2018 Staffing	SCPA	August 28, 2017
LaFrance, Cheri	Paraprofessional, 5.9 hours/day Stillwater Area High School	Paraprofessional, 6.0 hours/day Stillwater Area High School	2017-2018 Staffing	SCPA	September 25, 2017
Pawelski, Patricia	Technician Enrollment Processor, 8.0 hours/day, LVL 1 (A12) Central Services Building	Project Asst. Lrng & Innovation, 8.0 hours/day, LVL 7 (B32) Central Services Building	2017-2018 Staffing	Tech Support	September 18, 2017 - December 22, 2017
Pierre, Linda	Paraprofessional, 5.75 hours/day Rutherford Elementary	Paraprofessional, 6.0 hours/day Rutherford Elementary	2017-2018 Staffing	SCPA	September 8, 2017
Radke, Janet	Paraprofessional, 5.4 hours/day Early Childhood Family Center	Paraprofessional, 5.9 hours/day Early Childhood Family Center	2017-2018 Staffing	SCPA	September 5, 2017
Schultz, Phyllis	Cafeteria, 5.5 hours/day Wildwood Elementary	Community Education Assistant, 4.50 hours/day Rutherford Elementary	2017-2018 Staffing	C/E Leads & Assistants	September 7, 2017
Sherman, Lisa	Paraprofessional, 6.0 hours/day Lake Elmo Elementary	Paraprofessional, 7.0 hours/day Lake Elmo Elementary	2017-2018 Staffing	SCPA	August 28, 2017
Svetlik, Kaila	Paraprofessional, 6.5 hours/day Stillwater Middle School	Paraprofessional, 6.5 hours/day & .067 FTE PE Stillwater Middle School	2017-2018 Staffing	SCPA/SCEA	September 22, 2017 - June 4, 2018
Tank, Judith	Paraprofessional, 6.75 hours/day Andersen Elementary	Paraprofessional, 6.0 hours/day Andersen Elementary	2017-2018 Staffing	SCPA	September 7, 2018
Valentia, Dominic	Custodian 5, 8.0 hours/day Lily Lake Elementary	Custodian 5, 8.0 hours/day Oak Park	2017-2018 Staffing	Custodian	September 18, 2017
Wodaszewski, Charmaine	Paraprofessional, 4.75 hours/day Andersen Elementary	Paraprofessional, 5.0 hours/day Andersen Elementary	2017/2018 Staffing	SCPA	September 28, 2017
Young, Bobbi	Paraprofessional, 4 hours/day Early Childhood Family Center	Paraprofessional, 5.2 hours/day Early Childhood Family Center	2017/2018 Staffing	SCPA	September 5, 2017

ADDITIONAL ASSIGNMENTS

NAME	ADDITIONAL ASSIGNMENT	REASON	GROUP	EFFECTIVE DATE
Bryan, Joel	9th/10th Grade Jazz Band Stillwater Area High School	2017-2018 Staffing	Co-Curricular	September 8, 2017
Coe, Julia	WEB Advisor Oak-Land Middle School	2017-2018 Staffing	Co-Curricular	August 21, 2017
Connors, Elizabeth	School Patrol Supervisor Rutherford Elementary	2017-2018 Staffing	Co-Curricular	August 28, 2017
Drommerhausen, Deborah	Credit Recovery Teacher St. Croix Valley ALC	2017-2018 Staffing	SCEA	August 30, 2017 - May 30, 2018

Foster, Megan	Grade 6-8 Cross Country Coach Stillwater Middle School	2017-2018 Staffing	Co-Curricular	September 19, 2017
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ADDITIONAL ASSIGMENTS CONT.

NAME	ADDITIONAL ASSIGNMENT	REASON	GROUP	EFFECTIVE DATE
Goetz, Heather	WEB Advisor Oak-Land Middle School	2017-2018 Staffing	Co-Curricular	August 21, 2017
Green, Tess	Grade 7 Assistant Volleyball Coach Stillwater Middle School	2017-2018 Staffing	Co-Curricular	August 23, 2017
Hammond, Laura	Assistant Debate Coach Stillwater Area High School	2017-2018 Staffing	Co-Curricular	August 21, 2017
Klehr, Anthony	Credit Recovery Teacher St. Croix Valley ALC	2017-2018 Staffing	SCEA	August 30, 2017 - May 30, 2018
Larson, Katelyn	9th/10th Grade Jazz Band Stillwater Area High School	2017-2018 Staffing	Co-Curricular	September 8, 2017
Lumby, Lancer	WEB Advisor Oak-Land Middle School	2017-2018 Staffing	Co-Curricular	August 21, 2017
Miller, Jacqueline	Grade 6-8 Tennis Coach Stillwater Middle School	2017-2018 Staffing	Co-Curricular	September 19, 2017
Musser, Kent	9th/10th Grade Chamber Orchestra Stillwater Area High School	2017-2018 Staffing	Co-Curricular	September 8, 2017
Olson, Andrew	Grade 8 Lead Soccer Coach Stillwater Middle School	2017-2018 Staffing	Co-Curricular	September 5, 2017
Quick, Corey	Head Debate Coach Stillwater Area High School	2017-2018 Staffing	Co-Curricular	August 21, 2017
Raddatz, Joel	WEB Advisor Oak-Land Middle School	2017-2018 Staffing	Co-Curricular	August 21, 2017



Agenda Item X.
Date Prepared: September 14, 2017
ISD 834 Board Meeting

Report for Information: Staffing Update
Meeting Date: September 14, 2017
Contact Person: Superintendent Pontrelli

Report Purpose:

The purpose of this report is to share information about staffing positions that are new to the organization for the 2017-18 school year.

Summary:

Board members have requested information on the positions that are new for this school year and the funding source for each position. The list shared will be a compilation of the positions that have been submitted to the school board on the Human Resources Personnel Reports in recent months.

Recommendation:

This is a report for information - action will not be requested.

STAFFING UPDATE
September 28, 2017
Positions Added Since July 1, 2016

Category	Position	Employee Group	Hiring Timeline	Rationale	Funding Source
PRE-SCHOOL					
	Pre-School Teachers (Increase of 7 Teachers)	SCEA	September 2017	To provide pre-school in all of our elementary buildings.	Community Ed
	Pre-School Educational Assistants (Approx. 14)	Comm Ed Lds & Assts	September 2017	To provide support to new Pre-School teaches.	Community Ed
MIDDLE SCHOOL TRANSITION					
	Assistant Principal at SJH (One year position)	Principals	July 2016	To provide additional administrative support to allow building principal to plan and prepare for transition to middle school model.	Transition Set-aside Dollars
	Student Engagement Specialist (2)	SCEA	August 2017	Created as a result of the work of the Middle School Teams. Provides additional intervention services to the Middle Schools.	Staffed as a part of the Middle School FTE allocation
	Athletic Coach Positions (6)	Co-Curr	Fall 2017	To provide additional support for grades 6-8 due to increased participation. (Boy and girls tennis, boys (2) and girls soccer, and cross country)	General Fund
	WEB Advisors (2)	Co-Curr	August 2017	To provide advisors to the student leaders who are part of the WEB Crew	General Fund
9TH GRADE TRANSITION					
	Temporary Counselor (Temp through end of 2016-17 school year)	SCEA	January 2017	To provide addition support to the secondary buildings during the transition to assist with student meetings and registration for the 2017-18 school year.	Transition Set-aside Dollars
	BARR Coordinator & Interventionist	SCEA	August 2017	The District is required to provide this position for three years as a part of the implementation of the BARR program. Provides increased intervention services at the High School.	Staffed as part of the High School FTE allocation
	Pony Center Secretary	Tech Support	August 2017	To support new ninth grade pony center	General Fund
	Pony Center Asst Principal	Principal	July 2017	To support new ninth grade pony center.	General Fund
	Pony Center Counselor	SCEA	August 2017	To support new ninth grade pony center	General Fund
	LINK Advisors (2)	Co-Curr	August 2017	To provide advisors to the student leaders who are part of the LINK Crew	General Fund
	Clerk - Activities (One year position)	Tech Support	August 2017	To provide support as result of moving ninth grade programming to the high school	Transition Set-aside Dollars
TRANSITION - GENERAL					
	Transportation Coordinator (Special Ed and Special Projects)	CSS	October 2016	To provide backup support and cross training in the area of transportation. Also assisted with the transition for the start of the 2017-18 school; responsible for special ed routing and special projects.	General Fund
	Enrollment Processor (Temp through September 2017)	Tech Support	January 2017	To assist in handling the high volume of student enrollment information for the start of the 2017-18 school year.	Transition Set-aside dollars
SPANISH IMMERSION					
	Spanish Immersion Paraprofessional -- Lake Elmo	SCPA	May 2017	To provide support to the teaching staff and children in the new Spanish immersion program.	General Fund
SPECIAL EDUCATION					

STAFFING UPDATE
September 28, 2017
Positions Added Since July 1, 2016

Category	Position	Employee Group	Hiring Timeline	Rationale	Funding Source
	Assistant Director of Student Support Services	Director	July 2017	To provide additional support for special education teachers at the building level.	Elimination of Student Support Services Coordinator position; remainder paid from Special Education Budget
	Oak Park- Secretary (One year position)	Tech Support	August 2017	To provide office coverage for YCAPP (which was relocated from the high school), 18-21 programs (relocated from West Campus) and staff at Oak Park, as well as increased assistance with collection of third party billing.	50% paid by special education third party billing; 50% from general ed
	Due Process Secretary (High School and Middle Schools)	Tech Support	November 2016	To provide support to special education teachers in the completion of due process paperwork and process tracking.	Special Education Budget
	Health Care Supervisor	CSS	August 2017	To provide leadership and support for our nursing and health services support staff.	Elimination of 1.0 LSN positions through attrition; remainder paid by general fund
COMMUNITY ED					
	Early Childhood Coordinator	CSS	September 2017	This position (previously the Family Engagement Coordinator) was redesigned and increased from .8 FTE for 38 weeks, to 1.0 FTE for 42 weeks. New position will continue to provide family engagement outreach as well as support to staff in engaging with new immigrants and families with limited english. New responsibilities added include supervision of early childhood assistants, early childhood program development, and home visiting.	Office of Equity will continue to pay approximately 20% of this position. The remainder funded by Community Ed.
	Instructional Coach for Early Childhood	SCEA	August 2017	To provide instructional coaching for Preschool teachers in each of our buildings.	Community Ed
OTHER					
	Coord - Learning & Innovation	CSS	July 2017	To provide support to in the area of assessment and curriculum.	Learning & Innovation Budget
PONY ACTIVITY CENTER					
	PAC Secretary / CSB Receptionist	Tech Support	August 2017	<p>This position was a full time position that was 50% Community Education and 50% Communication/District receptionist support. The 50% Community Ed portion that was facilities and receptionist duties supporting the Community Ed department was moved to the Pony Activity Center (PAC) with this position. Additional duties assigned are to provide all clerical support services related to the PAC (membership, visitor check-in, etc.)</p> <p>The 50% that provided communications/district support remained at CSB and was increased to full time. This position provides front desk coverage at CSB, as well as support for the communications and other departments at CSB.</p>	50% Community Ed; 50% general fund

STAFFING UPDATE
September 28, 2017
Positions Added Since July 1, 2016

Category	Position	Employee Group	Hiring Timeline	Rationale	Funding Source
	Community Ed. Building Assistants (multiple positions equating to approximately 160 hours per week)	Comm Ed Lds & Assts	Varies	To provide visitor and building management of the PAC. Among other things, responsibilities include scanning in visitors/participants upon arrival and monitoring use by visitors to ensure safe use of facilities.	Community Ed

STAFFING UPDATE
September 28, 2017
Positions Added Since July 1, 2016

Category	Position	Employee Group	Hiring Timeline	Rationale	Funding Source
HIGH SCHOOL ADDITION					
	Custodian (5.5 FTE)	Custodian	July 2017	To provide custodial services for additional square footage at the high school due to building bond projects.	General Fund; Community Ed
	Clerk - Sub Coord (Temp through January 2018)	Tech Support	August 2017	To provide assistance with the coordination of subs at the high school	HS Building Fund
CAFETERIA /PANKALO					
	Cafeteria Employee - Pankalo	Cafeteria	July 2017	Additional staff required due to ISD 834 providing contracted services with NE Metro 916, starting fall of 2017.	Cafeteria Fund
	Cafeteria Manager - Pankalo	Cafeteria	August 2017	Additional staff required due to ISD 834 providing contracted services with NE Metro 916, starting fall of 2017.	Cafeteria Fund
	Cafeteria Trainer (All sites)	Cafeteria	August 2017	To provide on-boarding training for new staff, as well as ongoing training as a result of changes in law as it related to training requirements. Also provides coverage as needed where there are gaps in providing services at the building level.	Cafeteria Fund



Agenda Item: Adopt Preliminary Proposed Property Tax Levy 2017 Payable 2018
Meeting Date: September 28, 2017
Contact Person: Kristen Hoheisel, Executive Director of Finance and Operations

Background

State law requires that the School Board adopt a proposed property tax levy for taxes payable in 2018 by September 30, 2017. This is the first step in the setting of property tax levies for next year. Other steps in the process are outlined below. This is very similar to the timeline that has been followed in previous years.

The amount adopted by the district for preliminary 2017 payable 2018 provides revenue for the 2018-19 school year and is limited by state statute and voter approved referendum. This differs from the county and city calendar in that the 2018 levy provides the revenue for their 2018 calendar year budget.

The school board may adopt a preliminary levy based on September estimates, or may adopt a preliminary levy that states "Maximum Levy". If the board adopts a "Maximum Levy", then Minnesota Department of Education adjustments may be made subsequent to the action by the Board. If a dollar amount is adopted in September, adjustments that would increase the levy are not allowed. Historically, the "Maximum" has been adopted in September as an assurance that final corrections or adjustments would be included for Board of Education consideration prior to certifying the final levy in December.

- | | |
|------------------------|--|
| September 28 | At the board business meeting in which the proposed levy is adopted, District 834 is required to announce the meeting date, time and location of the subsequent meeting in which public testimony will be allowed and the final levy and budget will be discussed. The time and place of those meetings must be included in the proceedings or summary of proceedings published in the official newspaper per MS 275.065 |
| September 30 | District 834 must provide Washington County with information by this date so that the meeting time and location may be included on the parcel specific notices which are mailed by the County in November. |
| November 11-24 | Washington County will mail estimated property tax statements, typically called "truth-in-taxation notices" to all taxpayers. These notices will show the estimated payable 2017 along with the actual 2016 property taxes on each individual parcel of property, based on a combination of proposed levies adopted by the school district, county, cities, and other taxing jurisdictions. |
| November /
December | The public must be allowed to speak at the budget and levy meeting. This meeting must occur after November 24 and must not be held before 6:00 p.m. The district may adopt the final levy at this same meeting. The final property tax levy must be adopted by the school board no later than five working days after December 20, 2016. The district must certify to the county auditor on or before five working days after December 20. |
| December 14 | At 6:00 p.m. District 834 will begin its regularly scheduled business meeting at which the budget and levy will be discussed and the public allowed to speak. Information will be presented |



explaining the district's proposed levy and its estimated impact on taxpayers. Citizens will be given an opportunity to address the School Board, ask questions, and make suggestions.

The School Board will take action to certify the amount of the final levy at the meeting on December 14. The final certified levy may not be greater than the proposed levy (except for additional amounts approved by voters in a referendum election or for corrections made by the Department of Education), but it may be less than the proposed levy.

January 7 The District must notify the Minnesota Department of Education of the final certified levies by this date.

As the above timeline shows, the action that the School Board takes now is not the final action on the payable 2018 levies. However, it is an important action for two reasons. First, the final levy that the School Board certifies in December may not be greater than the proposed levy approved now (except for additions or corrections made by the Department of Education or by district voters through an election on referendum authority). Second, the amount of the proposed levy will be used by the County to calculate the truth-in-taxation notices that will be sent to taxpayers.

The maximum amounts the district can levy in various categories are specified in state law. These levy limitations are calculated for the district in detailed worksheets from the Minnesota Department of Education (MDE). We received the MDE worksheets commencing September 8 and have been receiving updates ongoing through mid-September. We have been verifying data as it has become available.

The total levy is made up of many separate components in three funds (General, Community Service and Debt Service). The District is also allowed (or in some cases, required) to make a number of adjustments to levies certified in earlier years. Most of these adjustments are made either to correct for levies certified in earlier years based on estimated data or to compensate for legislative changes in funding formulas. A separate set of adjustments is allowed to make up for abatements of prior years' taxes (i.e., reductions in taxes on individual parcels of property that were approved after levies were set).

The 2017 (Payable 2018) property tax levy provides revenue primarily for the 2018-19 school year. For most of the categories there is a corresponding category of state aid. Thus, the amount that is levied will affect both the property tax and state aid revenue for 2018-19.

The worksheet on page 6 compares the actual levies certified in 2016 to the preliminary levy limitations for 2017 (Payable 2018).

Changes in Levy Amounts. Following is a summary of the levy categories and some of the factors that have caused changes in the levy amounts.

- **Operating Referendum.** Beginning with the 2014-15 school year, voters approved an eight year operating referendum of \$1,536.47 per pupil, subject to an annual rate of inflation. For fiscal year 2019, this amount is \$1,638.53. Local Optional Revenue and 1st Tier Board Approved Referendum Levy offset the voter approved referendum allowance.
- **Equity Revenue Levy.** Beginning with Payable 2004, equity revenue is split between state aid and levy. The equity revenue levy is spread on the Referendum Market Value (RMV) and is equalized at the same rate as tier two



referendum levy. District 834 does not qualify for equalization due to market value. The total equity levy revenue is \$846,227.12.

- **Local Optional Revenue Levy.** Beginning with the 2014-15 school year, metro districts receive \$424 per adjusted pupil unit of revenue. Legislatively in 2014, there was a name change from Location Equity to Local Optional revenue. This is an offset to our voter approved referendum allowance in the amount of \$3,796,326.40.
- **Transition Revenue Levy.** Beginning with the 2003-04 school year, districts received transition revenue to hold them harmless from formula changes as a result of the 2003 legislation. For 2003-04 the transition revenue was comprised of all state aid. Beginning with Payable 2004, transition revenue is split between state aid and local levy. The transition levy is spread on RMV and is equalized at the same rate as tier two referendum levy which District 834 no longer qualifies. The total transition revenue is \$27,487.55 and is all local levy.
- **1st Tier Board Approved Referendum Levy.** Beginning with the 2014-2015 school year, school boards were allowed to convert up to \$300/APU of existing authority from voter-approved to board-approved. Districts with less than \$300/APU of referendum authority are permitted to authorize additional new referendum revenue up to the difference between \$300 per APU and the district's existing referendum authority. The total referendum aid amount is \$97,691.58 and the levy is \$2,534,399.43.
- **Student Achievement Levy (aka: Uniform General Education Levy).** Beginning with Payable 2014, the State implemented a levy raising approximately \$20,000,000 for general education. This levy phased out after Pay 2017.
- **Operating Capital Levy.** Beginning with Payable 2004, operating capital was split between state aid and levy. The portion of the operating capital (approximately 53 percent) that is on the local levy is spread on the adjusted net tax capacity. Total operating capital is estimated to be \$2.042 million with \$944,268.07 as levy and \$1.098 million as state aid.
- **Achievement and Integration Levy.** Establishes a program to promote diversity, racial and economic integration, and increase academic achievement. The program requires at least 80% of a district's revenue to be used for innovative and integrated learning environments. The amount for Payable 2018 is \$269,071.37.
- **Reemployment Insurance Levy.** This calculation fluctuates each year. It represents differences in what is projected for reemployment insurance and the actual costs from the year prior. The estimated amount is \$68,600.00 for 2018-19.
- **Safe Schools Levy.** The Safe Schools Levy provides \$36 per pupil unit. The total for Payable 2018 is \$322,329.60. These funds can be used for: 1) Police liaison officers, 2) Drug abuse prevention programs, 3) Gang resistance education programs, 4) Costs for security in the schools or on school property, and/or 5) Costs associated for other crime prevention, drug abuse, student and staff safety and violence prevention measures.

The 2007 Legislature provided school districts authority to levy funds for local intermediates under the Safe Schools Levy guidelines. Correspondingly on the levy worksheet is a category titled Safe Schools Levy – Intermediate. These funds (\$134,304.00) will be levied and sent to Intermediate School District 916 for expenses for school resource officers and expenses related to an emergency notification system.



- **Career and Technical Education Levy.** Beginning in 2013-2014, this became an equalized levy. District 834 does not qualify for equalization. This revenue is used to partially fund the technical education program. For Payable 2018, the amount of the levy is \$168,132.98.
- **Long Term Facility Maintenance Levy.** The 2015 Legislature adopted a bill combines deferred maintenance, health and safety and alternative facilities revenue. Because we are an alternative facility district, we are held harmless regarding a formula cap. For Payable 2018, the levy amount is \$5,652,048.71. There is also a levy of \$581,524.97 included in the debt service fund for payment of principal and interest on alternative facilities bonds issued during March 2000, November 2001 and Spring 2006 (for projects at Oak-Land and Stillwater Junior High Schools).
- **Building Lease Levy.** This levy authority is used to cover costs associated with the district's leased space. For Payable 2018, the current lease levy limit is \$1,898,163.20. District 834 levy amount is \$1,400,480.31.
- **Basic Community Service Levy.** The Basic Community Service levy for Payable 2018 is \$452,915.10. The 2005 Legislature increased the general revenue formula from \$5.23 to \$5.42 per capita. Prior to the 2003 legislation, the formula allowance was \$5.95 per capita.
- **Other Community Service Levies.** Early Childhood Family Education Levy increased by approximately \$2,600 due to a variety of factors including a change in the formula allowance and adjusted net tax capacity.
- **General, Community Service and Debt Service Fund Abatements and Other Adjustments.** There are several levy adjustments from prior years. This is typical as the levy is certified on a projected pupil count and the subsequent adjustments are made based on actual student enrollment. Many adjustments span two subsequent levy processes to ensure the most accurate information.
- **Debt Service Levies.** The state requires the district to levy 105 percent of the amount needed each year to ensure enough resources to meet the debt service obligations. The 5 percent allows for variations in investment earnings, delinquent tax collections, and other unforeseen issues that may arise during the fiscal year. Correspondingly, in subsequent years, there is a calculation adjustment to account for the difference between the 105 percent levy and the actual principal and interest payments. This calculation is listed as Debt Service Excess Reduction.

Total Levy. The total levy being proposed at this time for 2017 (taxes payable in 2018), after all adjustments and reductions, is \$38,897,659.91. This is a projected increase of 4.369% from the Payable 2017 levy.

Levy Impact. We won't know the exact tax rate for taxes payable in 2018 until at least January. However, we will have estimates at the Board Business meeting in December.

Attachment: Proposed 2017 (Payable 2018) Property Tax Levy, by Fund and Category



	Pay 2017 RMV Information	Pay 2017 NTC Information	Total	Est. Pay 2018 RMV Information	Est. Pay 2018 NTC Information	Total
GENERAL FUND						
Operating Referendum - Voter Approved	10,649,087.82		10,649,087.82	10,874,415.81		10,874,415.81
Prior Years Adjustments	19,810.45		19,810.45	96,132.24		96,132.24
Sub Total	10,668,898.27	0.00	10,668,898.27	10,970,548.05	0.00	10,970,548.05
Equity	790,932.40		790,932.40	846,227.12		846,227.12
Local Optional	3,798,446.40		3,798,446.40	3,796,326.40		3,796,326.40
Transition	27,502.90		27,502.90	27,487.55		27,487.55
1st Tier Board Approved Referendum	2,487,069.28		2,487,069.28	2,534,399.43		2,534,399.43
Prior Years Adjustments	41,061.03		41,061.03	187,844.41		187,844.41
Sub Total	7,145,012.01	0.00	7,145,012.01	7,392,284.91	0.00	7,392,284.91
Student Achievement		132,718.68	132,718.68		0.00	0.00
Operating Capital		1,079,143.18	1,079,143.18		944,268.07	944,268.07
Alt Teacher Comp (QCOMP)		0.00	0.00		744,658.46	744,658.46
Achievement & Integration		243,539.62	243,539.62		269,071.37	269,071.37
Reemployment Ins		68,700.00	68,700.00		68,600.00	68,600.00
Safe Schools		322,509.60	322,509.60		322,329.60	322,329.60
Safe Schools Intermediate		116,461.80	116,461.80		134,304.00	134,304.00
Career and Technical		159,424.15	159,424.15		168,132.98	168,132.98
Annual OPEB		0.00	0.00		0.00	0.00
Long Term Facilities Maintenance		5,740,094.48	5,740,094.48		5,652,048.71	5,652,048.71
Building / Land Lease		1,398,617.90	1,398,617.90		1,400,480.31	1,400,480.31
Total Before Adjustments		9,261,209.41	9,261,209.41		9,703,893.50	9,703,893.50
Prior Years Adjustments		(737,664.07)	(737,664.07)		(417,950.20)	(417,950.20)
Sub Total	0.00	8,523,545.34	8,523,545.34	0.00	9,285,943.30	9,285,943.30
Total General	17,813,910.28	8,523,545.34	26,337,455.62	18,362,832.96	9,285,943.30	27,648,776.26
COMMUNITY ED						
Basic Community Education		451,675.25	451,675.25		452,915.10	452,915.10
Early Child Family		310,567.39	310,567.39		313,145.77	313,145.77
Home Visiting		6,882.84	6,882.84		7,212.79	7,212.79
Adults w/ Disabilities		2,000.00	2,000.00		2,000.00	2,000.00
School Age Care		150,000.00	150,000.00		150,000.00	150,000.00
Prior Years Adjustments		15,562.56	15,562.56		18,944.46	18,944.46
Service	0.00	936,688.04	936,688.04	0.00	944,218.12	944,218.12



DEBT SERVICE					
Debt Service Voter-Approved	4,066,047.00	4,066,047.00	4,066,047.00	4,066,047.00	4,066,047.00
Debt Excess	(320,905.28)	(320,905.28)	(0.20)	(0.20)	(0.20)
Prior Years Adjustments	5,146.75	5,146.75	7,473.62	7,473.62	7,473.62
Sub Total	0.00	3,750,288.47	3,750,288.47	0.00	4,073,520.42
Debt Service Other	1,080,800.00	1,080,800.00	1,073,030.00	1,073,030.00	1,073,030.00
Debt Excess	(51,363.19)	(51,363.19)			0.00
Prior Years Adjustments	0.00	0.00	(0.42)	(0.42)	(0.42)
Sub Total	0.00	1,029,436.81	1,029,436.81	0.00	1,073,029.58
Total Debt Service	0.00	4,779,725.28	4,779,725.28	0.00	5,146,550.00
OPEB Debt Service Other	5,214,474.00	5,214,474.00	5,198,091.00	5,198,091.00	5,198,091.00
Debt Excess		0.00	(41,091.35)	(41,091.35)	(41,091.35)
Prior Years Adjustments	885.81	885.81	1,115.88	1,115.88	1,115.88
Total OPEB Debt	0.00	5,215,359.81	5,215,359.81	0.00	5,158,115.53
GRAND TOTAL	17,813,910.28	19,455,318.47	<u>37,269,228.75</u>	18,362,832.96	20,534,826.95
					<u>38,897,659.91</u>



Preliminary Proposed Property Tax Levy

Presented to the School Board
September 28, 2017

Curiosity Thrives Here

Purpose

- Provide an overview of the proposed, preliminary, property tax levy for Payable 2018
- Review significant changes



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Key Messages

- Preliminary certification is a component of the overall levy process
- Revisions to the levy are still being made which will likely change the total amount
- Certifying the “Maximum” allows for greater flexibility
- The board will have one more chance to act on the 2018 property tax levy
 - December 14 certification – Truth in Taxation Hearing



Timelines

September 28	Board adopts Preliminary Proposed 2017 Levy Payable 2018
September 30	District provides County with proposed levy and date of meeting the final levy and budget will be discussed
Mid-November	County mails property tax statements showing estimated Payable 2018 property taxes and meeting date/time/location for the final levy and budget discussions





General Fund Levies

Levy Description of Categoricals	Pay 2017 RMV Information	Pay 2017 NTC Information	Total	Est. Pay 2018 RMV Information	Est. Pay 2018 NTC Information	Total
Operating Referendum - Voter Approved	10,649,087.82		10,649,087.82	10,874,415.81		10,874,415.81
Prior Years Adjustments	19,810.45		19,810.45	96,132.24		96,132.24
Sub Total	10,668,898.27	0.00	10,668,898.27	10,970,548.05	0.00	10,970,548.05
Equity	790,932.40		790,932.40	846,227.12		846,227.12
Local Optional	3,798,446.40		3,798,446.40	3,796,326.40		3,796,326.40
Transition	27,502.90		27,502.90	27,487.55		27,487.55
1st Tier Board Approved Referendum	2,487,069.28		2,487,069.28	2,534,399.43		2,534,399.43
Prior Years Adjustments	41,061.03		41,061.03	187,844.41		187,844.41
Sub Total	7,145,012.01	0.00	7,145,012.01	7,392,284.91	0.00	7,392,284.91
Student Achievement		132,718.68	132,718.68		0.00	0.00
Operating Capital		1,079,143.18	1,079,143.18		944,268.07	944,268.07
Alt Teacher Comp (QCOMP)		0.00	0.00		744,658.46	744,658.46
Achievement & Integration		243,539.62	243,539.62		269,071.37	269,071.37
Reemployment Ins		68,700.00	68,700.00		68,600.00	68,600.00
Safe Schools		322,509.60	322,509.60		322,329.60	322,329.60
Safe Schools Intermediate		116,461.80	116,461.80		134,304.00	134,304.00
Career and Technical		159,424.15	159,424.15		168,132.98	168,132.98
Long Term Facility Maintenance		5,740,094.48	5,740,094.48		5,652,048.71	5,652,048.71
Building / Land Lease		<u>1,398,617.90</u>	<u>1,398,617.90</u>		<u>1,400,480.31</u>	<u>1,400,480.31</u>
Total Before Adjustments		9,261,209.41	9,261,209.41		9,703,893.50	9,703,893.50
Prior Years Adjustments		(737,664.07)	(737,664.07)		(417,950.20)	(417,950.20)
Sub Total	0.00	8,523,545.34	8,523,545.34	0.00	9,285,943.30	9,285,943.30
Total General Fund	17,813,910.28	8,523,545.34	26,337,455.62	18,362,832.96	9,285,943.30	27,648,776.26

Community Service Levies

Levy Description of Categoricals	Pay 2017 RMV Information	Pay 2017 NTC Information	Total	Est. Pay 2018 RMV Information	Est. Pay 2018 NTC Information	Total
Basic Community Education		451,675.25	451,675.25		452,915.10	452,915.10
Early Child Family		310,567.39	310,567.39		313,145.77	313,145.77
Home Visiting		6,882.84	6,882.84		7,212.79	7,212.79
Adults w/ Disabilities		2,000.00	2,000.00		2,000.00	2,000.00
School Age Care		150,000.00	150,000.00		150,000.00	150,000.00
Prior Years Adjustments		15,562.56	15,562.56		18,944.46	18,944.46
Total Community Service	0.00	936,688.04	936,688.04	0.00	944,218.12	944,218.12



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Debt Service Levies

Levy Description of Categoricals	Pay 2017 RMV Information	Pay 2017 NTC Information	Total	Est. Pay 2018 RMV Information	Est. Pay 2018 NTC Information	Total
Debt Service Voter-Approved		4,066,047.00	4,066,047.00		4,066,047.00	4,066,047.00
Debt Excess		(320,905.28)	(320,905.28)		(0.20)	(0.20)
Prior Years Adjustments		5,146.75	5,146.75		7,473.62	7,473.62
Sub Total	0.00	3,750,288.47	3,750,288.47	0.00	4,073,520.42	4,073,520.42
Debt Service Other		1,080,800.00	1,080,800.00		1,073,030.00	1,073,030.00
Debt Excess		(51,363.19)	(51,363.19)			
Prior Years Adjustments		0.00	0.00		(0.42)	(0.42)
Sub Total	0.00	1,029,436.81	1,029,436.81	0.00	1,073,029.58	1,073,029.58
Total Debt Service	0.00	4,779,725.28	4,779,725.28	0.00	5,146,550.00	5,146,550.00
OPEB Debt Service Other		5,214,474.00	5,214,474.00		5,198,091.00	5,198,091.00
Debt Excess					(41,091.35)	(41,091.35)
Prior Years Adjustments		885.81	885.81		1,115.88	1,115.88
Total OPEB Debt	0.00	5,215,359.81	5,215,359.81	0.00	5,158,115.53	5,158,115.53

Totals

Levy Description of Categoricals	Pay 2017 RMV Information	Pay 2017 NTC Information	Total	Est. Pay 2018 RMV Information	Est. Pay 2018 NTC Information	Total
General	17,813,910.28	8,523,545.34	26,337,455.62	18,362,832.96	9,285,943.30	27,648,776.26
Community Service	0.00	936,688.04	936,688.04	0.00	944,218.12	944,218.12
Debt Service	0.00	4,779,725.28	4,779,725.28	0.00	5,146,550.00	5,146,550.00
OPEB Debt Service	0.00	5,215,359.81	5,215,359.81	0.00	5,158,115.53	5,158,115.53
Total	17,813,910.28	19,455,318.47	37,269,228.75	18,362,832.96	20,534,826.95	38,897,659.91



Stillwater
AREA PUBLIC SCHOOLS

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Next Steps

- Administration recommends the school board adopt a “Maximum” proposed 2018 property tax levy at the September 28, 2017 business meeting
- School board will act on final levy certification on December 14, 2017
 - Taxpayers will have an opportunity to provide input during the Truth in Taxation meeting





Questions?



Agenda Item X.
Date Prepared: September 14, 2017
ISD 834 Board Meeting

Report for Action: Revised School Board Meeting Calendar for the Remainder of 2017

Meeting Date: September 28, 2017

Contact Person: Board Chair Hoepfner

Report Purpose:

The purpose of this report is to revise the school board meeting calendar for the remainder of 2017.

Action Timeline:

September 28, 2017

Summary:

Board members have requested that a calendar be developed to reflect the currently scheduled learning sessions as business meetings.

Recommendation:

A motion and a second to approve the revised calendar will be requested.

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



SCHOOL BOARD MEETING CALENDAR 2017 REVISED

<i>Date</i>	<i>Time</i>	<i>Location</i>	<i>Type of Meeting</i>
September 14	6:00 p.m.	Stillwater City Hall	Business
September 28	6:00 p.m.	Stillwater City Hall	Business
October 12	6:00 p.m.	Stillwater City Hall	Business
October 26	6:00 p.m.	Stillwater City Hall	Business
November 9	6:00 p.m.	Stillwater City Hall	Business
November 16	6:00 p.m.	Stillwater City Hall	Business
December 14	6:00 p.m.	Stillwater City Hall	Business
January 4, 2018 (first Thursday due to organizational items)	6:00 p.m.	Stillwater City Hall	Organizational
Stillwater City Hall 216 North Fourth Street Stillwater, MN 55082			
Notice is hereby given that on occasion some members of the board may attend a meeting remotely. 13D.015 Subd 5. Notice. If telephone or another electronic means is used to conduct a regular, special, or emergency meeting, the entity shall provide notice of the regular meeting location, of the fact that some members may participate by electronic means, and of the provisions of subdivision 4. The timing and method of providing notice is governed by section 13D.04. In addition, the entity must post the notice on its Website at least ten days before any regular meeting as defined in section 13D.04, subdivision 1.			



Agenda Item XI. A. B.C.
Date Prepared: September 21, 2017
ISD 834 Board Meeting

Agenda Item: School Board Meeting Updates
Meeting Date: September 28, 2017
Chairperson Report and Board Member Reports

Background:

- A. Chairperson Report
- B. Board Member Reports
- C. Working Group Reports

Each meeting the Board Chair and the members of the school 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. Topics generally include announcement of attendance at district events, working group updates, communications items, FYI 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 XIII.
Date Prepared: September 14, 2017
ISD 834 Board Meeting

Agenda Item: Adjournment
Meeting Date: September 28, 2017
Contact Person: School Board Chair

Background:

The meeting must be adjourned formally.

Recommendation:

Board approval is requested.

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