



# Stillwater

AREA PUBLIC SCHOOLS

Independent School District 834

Stillwater City Hall - 216 North Fourth Street, Stillwater, MN

School Board Business Meeting REVISED Agenda – October 12, 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. MN SHAPE Paul Schmidt Award Recipient
- VIII. Open Forum
- IX. Consent Agenda
  - A. Minutes of September 28, 2017 School Board Meeting
  - B. Minutes of October 10, 2017 Special Meeting
  - C. Disbursement Register September 21 – October 4, 2017
  - D. Human Resources Personnel Report
  - E. Field Trip: For 1 Coach and 4 students to attend the National FFA Convention and Expo/Career Show in Indianapolis, IN October 24 – 28, 2017
  - F. Field Trip: For 1 coach, 1 chaperone and 12 student athletes to travel to West Yellowstone, MT for training November 18-24, 2017.
  - G. Field Trip: For 4 coaches, 2 chaperones and 37 student athletes to travel to Stuart, FL to prepare for the season and team building March 17-24, 2018
- X. Reports
  - A. Stillwater Innovates, Pony Idea Quest – *Dr. McDowell*
- XI. Action Items
  - A. Combine Polling Locations – *Board Chair Hoepfner*
- 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: October 5, 2017  
ISD 834 Board Meeting

Agenda Item: Call to Order  
Meeting Date: October 12, 2017

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*Background:*

The School Board Chair will call the meeting to order.

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*Recommendation:*

Board action is not required.



**Agenda Item II.**  
**Date Prepared: October 5, 2017**  
**ISD 834 Board Meeting**

Agenda Item: Roll Call  
Meeting Date: October 12, 2017

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*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

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**Recommendation:**

Board action is not required.



Agenda Item III.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

Agenda Item: Pledge of Allegiance  
Meeting Date: October 12, 2017

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*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.

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*Recommendation:*

Board action is not required.



Agenda Item IV.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

Agenda Item: District Mission and School Board Goals  
Meeting Date: October 12, 2017

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*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

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*Recommendation:*

Board action is not required.



Agenda Item V.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

Agenda Item: Approval of the Agenda  
Meeting Date: October 12, 2017

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*Background:*

Once quorum has been established the School Board Chair will request approval of the meeting agenda.

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*Recommendation:*

A motion and a second to approve the meeting agenda will be requested.

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*Motion by:* \_\_\_\_\_ *Seconded by:* \_\_\_\_\_ *Vote:* \_\_\_\_\_



Agenda Item VI.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

Agenda Item: Superintendent Report  
Meeting Date: October 12, 2017

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*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.

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*Recommendation:*

Board action is not required.



Agenda Item VII. A. B.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

Agenda Item: Introductory Items  
Meeting Date: October 12, 2017  
Student Report and District Recognition

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*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.

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*Recommendation:*

Board action is not required.





**Agenda Item VIII.**  
**Date Prepared: October 5, 2017**  
**ISD 834 Board Meeting**

Agenda Item: Open Forum  
Meeting Date: October 12, 2017

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*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.

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*Recommendation:*

This is for informational purposes only.



Agenda Item IX. A. B. C. D. E. F. G.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

Agenda Item: Consent Agenda  
Meeting Date: October 12, 2017  
Contact Person: Varies by item

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*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 28, 2017*

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

*B. School Board Special Meeting Minutes October 10, 2017*

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

*C. Disbursement Register September 21 through October 4, 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.

*D. 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.

*E. F. G. Out of Region Field Trips*

Contact Person: Dr. Bob McDowell, Executive Director of Learning and Innovation  
Three fields have been received.

D. Field Trip: For 1 Coach and 4 students to attend the National FFA Convention and Expo/Career Show in Indianapolis, IN October 24 – 28, 2017

E. Field Trip: For 1 coach, 1 chaperone and 12 student athletes to travel to West Yellowstone, MT for training November 18-24, 2017.

F. Field Trip: For 4 coaches, 2 chaperones and 37 student athletes to travel to Stuart, FL to prepare for the season and team building March 17-24, 2018

Board Approval of the Consent Agenda is needed.

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*Recommendation:*

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

*Motion by:* \_\_\_\_\_ *Seconded by:* \_\_\_\_\_ *Vote:* \_\_\_\_\_



# DRAFT

Independent School District No. 834 – Stillwater Area Public Schools  
Stillwater City Hall, 216 North 4<sup>th</sup> Street, Stillwater, MN  
September 28, 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 Anna W.

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

IV. District Mission and School Board Goals: The mission statement was read by Member Pelletier and the goals were read by Member Stivland.

V. Approval of the Agenda

The agenda for the meeting was approved.

*Motion by: Shelley Pearson; Second by: Paula O'Loughlin; Vote: 7 ayes, 0 nays, Motion Carried.*

VI. Superintendent's Report

Superintendent Pontrelli:

- Responded to open forum questions from the previous meeting
- Provided an update on the GATE program
- Reported on transportation and special education
- Reported meeting with PTO presidents, Superintendent Advisory Council, and the Mental Health Community Collaborative
- Attended the Academic Awards Ceremony and the Immersion open house

VII. Introductory Items

A. Student Report

The new student members provided a sports update and gave a report on the academics taking place.

They announced:

- Flex-time scheduling has been well received
- The fall chorale concert will be held at St. Andrew's on November 2<sup>nd</sup>.
- Oak-Land Middle School held a courage retreat
- Lake Elmo 1<sup>st</sup> graders are learning proper handwriting

B. District Recognition

1. Superintendent Pontrelli called Ms. Rachel Larson, director of learning and student engagement who introduced staff and students involved with the transitions programs 'Where Everyone Belongs' and Link Crew.

VIII. Open Forum (3 speakers)

1. Jessica Kuslich, 11920 Partridge Road Ct. N., Stillwater, spoke against the levy increase and the bus garage.

2. Carl Blondin, 617 Sunrise Ave., Stillwater, spoke about academic opportunities and racism.
3. Eric Anderson, 5511 OakGreen Pl. N. Oak Park Heights, spoke about the importance of public service.

#### 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.

*Motion by: Tom Lehmann; Second by: Sarah Stivland; Vote: 7 ayes, 0 nays, Motion Carried.*

#### X. Reports

##### A. Staffing Update

Superintendent Pontrelli shared information about positions that are new for the 2017-2018 school year.

#### XI. Action Items

##### A. Preliminary Proposed Property Tax Levy 2017 Payable 2018

The school board adopted a preliminary levy that states “Maximum Levy”. Since the board adopted a “Maximum Levy”, the Minnesota Department of Education allows adjustments to be made subsequent to the action by the Board. 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. 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.

*Motion by: Sarah Stivland; Second by: Jennifer Pelletier; Vote: 7 ayes, 0 nays, Motion Carried.*

##### B. Revised School Board Meeting Calendar for the Remainder of 2017

The board adopted these revisions to their calendar.

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	6:00 p.m.	Stillwater City Hall	Organizational

(first Thursday due to organizational items)

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

#### XII. Board Member Reports

1. Mr. Hoepfner responded to an open forum question from the previous meeting
2. Mr. Ptacek attended the MSBA Advocacy Tour, and shared information from the LAC in Hopkins, and attended the SEE meeting. He also announced that Century College is celebrating their 50 year anniversary this year.
3. Ms. O’Loughlin attended the MSBA Advocacy Tour, the Spanish Immersion Open House and Reimagine MN meeting.
4. Ms. Pelletier attended the Spanish Immersion open house and responded to a question she had received about the meeting minutes.
5. Mr. Hoepfner shared the EMID board meeting minutes.

##### D. Working Group Reports

1. Ms. Pelletier reported that the policy working group is looking forward to their work.

XI. Adjournment

The meeting adjourned at 8:14 p.m.

*Motion by: Shelley Pearson; Second by: Paula O'Loughlin; Vote: 7 ayes, 0 nays, Motion Carried.*

*Respectfully submitted, Jennifer Pelletier, school board clerk.*



## Independent School District 834

Central Services, 1875 South Greeley Street, Stillwater, MN  
School Board Special Meeting Minutes – October 10, 2017 3:00 p.m.

I. The meeting was called to order at 3:00 p.m.

II. Roll Call

George Hoepfner, chair; Paula O'Loughlin, vice chair; Tom Lehmann, treasurer; Jennifer Pelletier, clerk; Shelley Pearson, director; Mike Ptacek, director; Sarah Stivland, director (arrived at 3:01)

III. Approval of the Agenda

*Motion by: Tom Lehmann; Second by: Paula O'Loughlin; Vote: 6 ayes, 0 nays, motion carried.*

IV. The Board adjourned to closed session at 3:01 for the purpose of preliminary consideration of allegations or charges against an individual(s) subject to the Board's authority, pursuant to Minnesota Statute 13D.05 Subd.2(b)

*Motion by: Tom Lehmann; Second by: Paula O'Loughlin; Vote: 7 ayes, 0 nays, motion carried.*

V. Closed session adjourned to open meeting at 4:07 p.m.

*Motion by: Paula O'Loughlin; Second by: Tom Lehmann; Vote: 7 ayes, 0 nays, motion carried.*

Motion by Tom Lehmann to approve an investigation, Second by Paula O'Loughlin, Vote: 4 ayes (Hoepfner, Lehmann, O'Loughlin, Pelletier) 2 nays (Ptacek, Stivland) 1 abstained (Pearson), motion carried.

Motion by George Hoepfner to retain the Pemberton Firm, Second by Tom Lehmann, Vote: 5 ayes (Hoepfner, Lehmann, O'Loughlin, Pearson, Pelletier) 1 nay (Ptacek), 1 abstained (Stivland), motion carried.

VI. The special meeting adjourned at 4:30 p.m.

*Motion by: Shelley Pearson; Second by: Jennifer Pelletier; Vote: 7 ayes, 0 nays, motion carried.*

*Respectfully submitted by Jennifer Pelletier, clerk.*

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

**RETIREMENT/RESIGNATION/RELEASE**

Bender, Christie	Resignation	Assistant Girls Basketball Coach Oak-Land Middle School	Co-Curricular	September 28, 2017
Sorenson, Yaritzzy	Resignation	1.0 FTE Special Education Teacher Brookview Elementary	SCEA	October 3, 2017
Westlund, Marjorie	Resignation	Food Service Employee, 4 hours/day Stillwater Area High School	Cafeteria	September 25, 2017

**HIRES/REHIRES**

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Ahmad Roshidi, Nurul Hidayah	Community Education Building Assistant, 5.8 hours/day Stillwater Area High School PAC	\$13.21 / hour	New Position	CE Leads & Assistants	September 26, 2017
Fischer, Jayden	Community Education Assistant, 5.6 hours/day Stillwater Area High School PAC	\$13.21 / hour	New Position	CE Leads & Assistants	October 16, 2017
Johnson, Jack	Community Education Assistant, 5.0 hours/day Stillwater Area High School PAC	\$13.21 / hour	New Position	CE Leads & Assistants	October 2, 2017
Kling, Danielle	Community Education Instructor District Wide	\$25.00 / hour	Casual	Casual	September 23, 2017
Melchior, Melissa	Paraprofessional, 5.75 hours/day Rutherford Elementary	\$15.43 / hour	2017-2018 Staffing	SCPA	October 2, 2017
Moore, Harry	8th Grade Volleyball Coach Oak-Land Middle School	\$1,320	Replacement	Co-Curricular	August 24, 2017
O'Brien, Shane	Community Education Aide, 2.5 hours/day Stonebridge Elementary	\$9.50 / hour	2017-2018 Staffing	CE Leads & Assistants	October 2, 2017
Schroeder, Suzanne	Community Education Assistant, 5.0 hours/day Afton - Lakeland Elementary	\$13.94 / hour	2017-2018 Staffing	CE Leads & Assistants	October 16, 2017
Siegfried, Coleen	Community Education Building Assistant, 5.8 hours/day Stillwater Area High School PAC	\$13.21 / hour	New Position	CE Leads & Assistants	September 26, 2017
Swanson, Mikayla	AVID Tutor, 2.5 hours/day Stillwater Area High school	\$15.00 / hour	Casual	Casual	September 28, 2017
TePoel, Kevin	Community Education Instructor District Wide	\$25.00 / hour	Casual	Casual	September 25, 2017
Vang, Serena	Community Education Aide, 2.5 hours/day Stonebridge Elementary	\$9.50 / hour	2017-2018 Staffing	CE Leads & Assistants	October 2, 2017

**ASSIGNMENT CHANGES**

NAME	FROM	TO	REASON	GROUP	EFFECTIVE DATE
Haugan, Michelle	1.0 FTE Math Teacher Oak-Land Middle School	1.2 FTE Math Teacher Oak-Land Middle School	2017-2018 Staffing	SCEA	August 21, 2017-June 4, 2018
Schoelerman, Lisa	.30 FTE Special Education Teacher Washington County Juvenile Center	.40 FTE Special Education Teacher Washington County Juvenile Center	2017-2018 Staffing	SCEA	September 25, 2017-June 4, 2018
Wodaszewski, Charmaine	Paraprofessional, 5.0 hours/day Andersen Elementary	Paraprofessional, 5.83 hours/day Andersen Elementary	Replacement	SCPA	September 26, 2017

**ADDITIONAL ASSIGNMENTS**

NAME	ADDITIONAL ASSIGNMENT	REASON	GROUP	EFFECTIVE DATE
Bartlett, Stacy	Community Service Lettering Advisor Stillwater Area High School	Replacement	Co-Curricular	September 27, 2017



Agenda Item X.A.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

***Report for Information: Stillwater Innovates, Pony Idea Quest***

Meeting Date: October 12, 2017

Contact Person: Dr. Bob McDowell, Executive Director of Learning and Innovation

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***Report Purpose:***

The purpose of this report is to share information about the launch of the first Pony Idea Quest.

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***Summary:***

On Monday, October 16, Stillwater Area Public Schools will launch its first Pony Idea Quest. Idea Quest is "crowd-based innovation" that allows staff to submit the ideas they believe best addresses a problem, best describes an opportunity, or best articulates an unmet need in our district. Other staff can read those ideas, build on each others ideas, and vote on the ideas they like best. Ultimately, a committee will select from the top ideas and develop them for implementation.

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***Recommendation:***

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





Agenda Item XI.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

***Report for Action: Combined Polling Locations for 2018***

Meeting Date: October 5, 2017

Contact Person: Board Chair Hoepfner

***Action Timeline:***

October 12, 2017

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***Report Purpose:***

A new election law from the 2017 legislative session (Chapter 92, Article 2) requires school districts to approve a resolution to combine polling places. This resolution must be approved by December 31 of each year and a copy of the resolution must be submitted to the County Auditor.

***Summary:***

There has been a change to Minnesota Statute 205A.11, subdivision 2, effective July 1, 2017 which impacts the combined polling places of all school districts for special elections.

All school districts will need to pass a resolution annually by December 31st of each year establishing combined polling places for any potential special elections in the upcoming year, even if the polling places never change.

These are polling locations that would be used in the event of a special election.

Attachments (2)

Combined Polling Location Resolution

Polling Location / Combined Locations Table

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***Recommendation:***

A motion and a second to approve the combined polling locations for 2018 will be requested.

***Motion by:*** \_\_\_\_\_ ***Seconded by:*** \_\_\_\_\_ ***Vote:*** \_\_\_\_\_



## RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR SCHOOL DISTRICT ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION

BE IT RESOLVED by the School Board of Independent School District No.834, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.
2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated by a county or municipality.

The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

Municipal Precinct	Polling Location and Combined Polling Location	Street Address	City
Afton W1 P1, W2 P1, W3 P1, W4 P1, Denmark Twp	Shepherd of the Valley Lutheran Church	14107 Hudson Road S	Afton
Bayport	Bayport City Hall	294 3rd St N	Bayport
Baytown Twp	Baytown Community Building	4020 McDonald Drive N	Stillwater
Grant	Woodbury Lutheran Oak Hill Campus	9050 60th St. N.	Stillwater
Hugo W3, P3A	Hugo City Hall	14669 Fitzgerald Avenue N	Hugo
Hugo W3, P3B	Rice Lake Centre Hugo Public Works Building	6900 137 <sup>th</sup> Street N	Hugo
Lake Elmo P1 and P2	Lake Elmo City Hall	3800 Laverne Avenue N	Lake Elmo
Lakeland, Lakeland Shores, Lake St. Croix Beach, St. Mary's Point	Afton-Lakeland Elementary School	475 St. Croix Trail S	Lakeland
Marine On St. Croix	Marine on St. Croix City Hall	121 Judd Street	Marine
Oak Park Heights P1 and P2	Oak Park Heights City Hall	14168 Oak Park Blvd. N	Stillwater
May Twp and Scandia	May Town Hall	13939 Norell Avenue N	Marine
Stillwater W1 P1	First United Methodist Church	813 Myrtle St. W	Stillwater
Stillwater W1 P2	St. Paul Lutheran Church	605 5 <sup>th</sup> St. S.	Stillwater
Stillwater W2 P3	Ascension Episcopal Church	214 3 <sup>rd</sup> St. N.	Stillwater
Stillwater W2 P4	Trinity Lutheran Church	115 4 <sup>th</sup> St. N	Stillwater
Stillwater W3 P5	Stillwater Readiness Center (Armory)	250 Mary Knoll Drive	Stillwater
Stillwater W4 P7	Our Saviors Lutheran Church	1616 Olive St. W	Stillwater
Stillwater W4 P8	Rutherford Elementary School	115 Rutherford Road	Stillwater
Stillwater Township	Stillwater Town Hall	13636 90 <sup>th</sup> St. N.	Stillwater
West Lakeland Twp	Oak-Land Middle School	820 Manning Avenue N.	Lake Elmo
Woodbury P7 and P8	St. John's Lutheran Church	1975 St. John's Drive	Woodbury
Woodbury P9A	Eagle Brook Church	11125 Eastview Road	Woodbury

3. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

*Motion to approve the combined polling locations for 2018 by:* \_\_\_\_\_

*Second by:* \_\_\_\_\_

*Vote:* \_\_\_\_\_ *Ayes*      \_\_\_\_\_ *Nays*

*Signature:* \_\_\_\_\_

*Jennifer Pelletier, School Board Clerk*

*Date:* \_\_\_\_\_



# INDEPENDENT SCHOOL DISTRICT 834

## POLLING LOCATIONS AND COMBINED POLLING LOCATIONS FOR 2018

Municipal Precinct	Polling Place Location	Combined Polling Location (Special Election)	Street Address	City
<i>Afton W1 P1, W2 P1, W3 P1, W4 P1</i>	<i>Shepherd of the Valley Lutheran Church</i>	<i>Shepherd of the Valley Lutheran Church</i>	<i>14107 Hudson Road S</i>	<i>Afton</i>
<i>Denmark</i>	<i>Denmark Town Hall</i>		<i>14008 90<sup>th</sup> Street S</i>	<i>Hastings</i>
Bayport	Bayport City Hall		294 3rd St N	Bayport
Baytown Twp	Baytown Community Building		4020 McDonald Drive N	Stillwater
Grant	Woodbury Lutheran Oak Hill Campus		9050 60th St. N.	Stillwater
Hugo W3, P3A	Hugo City Hall		14669 Fitzgerald Avenue N	Hugo
Hugo W3, P3B	Rice Lake Centre – Hugo Public Works Building		6900 137 <sup>th</sup> Street N	Hugo
<i>Lake Elmo P1</i>	<i>Lake Elmo Fire Hall</i>	<i>Lake Elmo City Hall</i>	<i>3510 Laverne Avenue N</i>	<i>Lake Elmo</i>
<i>Lake Elmo P2</i>	<i>Lake Elmo City Hall</i>		<i>3800 Laverne Avenue N</i>	<i>Lake Elmo</i>
<i>Lakeland</i>	<i>Afton-Lakeland Elementary School</i>	<i>Afton-Lakeland Elementary School</i>	<i>475 St. Croix Trail S</i>	<i>Lakeland</i>
<i>Lakeland Shores</i>	<i>Afton-Lakeland Elementary School</i>		<i>475 St. Croix Trail S</i>	<i>Lakeland</i>
<i>Lake St. Croix Beach</i>	<i>Lake St. Croix Beach City Hall</i>		<i>16455 20<sup>th</sup> St. S</i>	<i>Lakeland</i>
<i>St. Mary's Point</i>	<i>St. Mary's Point City Hall</i>		<i>16491 St. Mary's Point St. S</i>	<i>Lakeland</i>
<i>Marine On St. Croix</i>	<i>Marine on St. Croix City Hall</i>		<i>121 Judd Street</i>	<i>Marine</i>
<i>Oak Park Heights P1</i>	<i>Assemblies of God Calvary Church</i>	<i>Oak Park Heights City Hall</i>	<i>5805 Osgood Avenue N</i>	<i>Stillwater</i>
<i>Oak Park Heights P2</i>	<i>Oak Park Heights City Hall</i>		<i>14168 Oak Park Blvd.. N</i>	<i>Stillwater</i>
<i>May Twp</i>	<i>May Town Hall</i>	<i>May Town Hall</i>	<i>13939 Norell Avenue N</i>	<i>Marine</i>
<i>Scandia</i>	<i>Scandia Community Center</i>		<i>14727 209<sup>th</sup> Street N</i>	<i>Scandia</i>
Stillwater W1 P1	First United Methodist Church		813 Myrtle St. W	Stillwater
Stillwater W1 P2	St. Paul Lutheran Church		605 5 <sup>th</sup> St. S.	Stillwater
Stillwater W2 P3	Ascension Episcopal Church		214 3 <sup>rd</sup> St. N.	Stillwater
Stillwater W2 P4	Trinity Lutheran Church		115 4 <sup>th</sup> St. N	Stillwater
<b>Stillwater W3 P5</b>	<b>Stillwater Readiness Center (Armory)</b>		<b>250 Mary Knoll Drive</b>	<b>Stillwater</b>
Stillwater W4 P7	Our Saviors Lutheran Church		1616 Olive St. W	Stillwater
Stillwater W4 P8	Rutherford Elementary School		115 Rutherford Road	Stillwater
Stillwater Township	Stillwater Town Hall		13636 90 <sup>th</sup> St. N.	Stillwater
West Lakeland Twp	Oak-Land Middle School		820 Manning Avenue N.	Lake Elmo
<i>Woodbury P7</i>	<i>King of Kings Lutheran Church</i>	<i>St. John's Lutheran</i>	<i>1583 Radio Drive</i>	<i>Woodbury</i>
<i>Woodbury P8</i>	<i>St. John's Lutheran Church</i>		<i>1975 St. John's Drive</i>	<i>Woodbury</i>
Woodbury P9A	Eagle Brook Church		11125 Eastview Road	Woodbury



Agenda Item XII. A. B.C.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

Agenda Item: School Board Meeting Updates  
Meeting Date: October 12, 2017  
Chairperson Report and Board Member Reports

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*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, 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.

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*Recommendation:*

Board action is not required.

**TO:** Northeast Metro 916 Board of Education  
**FROM:** Connie Hayes  
**DATE:** Oct. 5, 2017  
**RE:** Oct. 4 Board of Education Meeting Talking Points

Members present: Erin Azer, Tracy Brunnette, Amy Kelly, Nancy Livingston, Janet Newberg, Laura Oksnevad, Laura Palmer, Mike Ptacek, Marre Jo Sager, Judy Schwartz, and Kathy Timm.

Members absent: Marilyn Forsberg, Marcia Lindblad and Gail Theisen.

- **Career & Technical Center update:** The school board heard an update on the 916 Career & Technical Center, including students and districts served, college credits earned, and important community partnerships. Sam Walk-Hernandez, an automotive student, shared his experiences at 916 Career & Tech as well as his post-secondary plans. The school board was also invited to two events:
  - An informational session and program tour on **Oct. 10** from 8 - 10 a.m. at the Northeast Metro 916 Career & Technical Center located in the east campus of Century College. RSVP via the attached memo.
  - A talk entitled “Increasing Performance and Engagement with the Younger Generations” on **Nov. 28** from 8 - 10 a.m. at the Century College West Program Theater. [Register here.](#)
- **Equity & Curriculum Coordinator hired:** The board was formally introduced to Jen Drummond, equity and curriculum coordinator, who joined 916 in August to assist teachers and staff with furthering their capacity to engage in standards-based instruction and embrace the district’s equity vision.
- **Finance overview:** Superintendent Hayes gave the school board an overview of how school finance works in an intermediate school district. She covered revenue sources, how the district is reducing costs for members, as well as proposed changes to budget protocols.
- **Preliminary transition plan:** Superintendent Hayes shared with the school board her preliminary plans for managing the Human Resources, Facilities, Construction, and Finance departments after the retirement of Kristine Carr, formerly the director of administrative services. She also thanked Jamin Wood and other staff in those departments for their hard work keeping everything running smoothly after Kristine’s departure.
- **NSBA annual conference:** the school board discussed which board members would travel to San Antonio for the National School Boards Association Conference in April 2018.

- **Designated district authority:** The school board made Superintendent Hayes the designated authority to sign Minnesota Department of Education (MDE) legal documents on behalf of Northeast Metro 916 until a new director of finance is hired.
- **Board policies:** The school board voted to eliminate two policies (513 and 612.1) that only applied to Valley Crossing Community School, which is no longer part of the district. The school board also voted to approve minor changes to policies related to superintendent selection (303), mandated reporting (414), student data privacy (515), internet use and safety (524), and testing for students with special needs (615).
- **Continuing Education Committee:** The school board designated Cathy Ringer, a retired Northeast Metro 916 teacher, as the community member to the district's Continuing Education Committee.

You can find the full agenda at <https://www.916schools.org/Page/3197>.



Agenda Item XIII.  
Date Prepared: October 5, 2017  
ISD 834 Board Meeting

Agenda Item: Adjournment  
Meeting Date: October 12, 2017  
Contact Person: School Board Chair

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*Background:*

The meeting must be adjourned formally.

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*Recommendation:*

Board approval is requested.

*Motion by:* \_\_\_\_\_ *Seconded by:* \_\_\_\_\_ *Vote:* \_\_\_\_\_