



Independent School District No. 834 – Stillwater Area Public Schools  
Stillwater City Hall, 216 North 4<sup>th</sup> Street, Stillwater, MN  
May 10, 2018 – 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: Tom Lehmann, chair; Jenifer Pelletier, vice chair; Paula O'Loughlin, clerk; George Hoepfner, director; Mike Ptacek, director; Sarah Stivland, director; Superintendent Pontrelli (ex-officio) Student Members present: Annabel Gregg and Ava Yokanovich Members absent: Shelley Pearson, treasurer

III. Pledge of Allegiance: Board chair Lehmann led Pledge of Allegiance.

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

V. Approval of the Agenda

*Motion by: Member Pelletier; Second by: Member Stivland; Vote: 6 ayes, 0 nays, Motion Carried Unanimously.*

VI. Superintendent's Report

Superintendent

- Announced changes that are coming to Special Education
- Congratulated Sara Damon on her Fulbright Scholarship
- Congratulated Melinda Fierro-Westberg and testing staff on the exemplary rating of the assessment audit
- Called on Annette Sallman to talk about the Make It OK event that took place at the Science Museum
- Congratulated the performing art staff for their High School Theater Award
- Congratulated Board Chair Lehmann on his appointment by Governor Dayton to serve as judge in the Tenth Judicial District.

VII. Introductory Items

A. Student Report

Ms. Yokanovich provided a sports and activities update and Ms. Gregg provided an update on academics that are taking place at Stillwater Area High School.

B. District Recognition

Superintendent Pontrelli recognized several people involved with the Mental Health Collaborative that has been working over the past year to develop and implement prevention and awareness in the Valley.

VIII. Open Forum

1. Carl Blondin, 617 Sunrise Ave. spoke about the potential changes to Open Forum rules.
2. Pat Myers, 3915 Paradise Ave. N., spoke of helping to be part of a solution to the problems at Andersen Elementary.

IX. Consent Agenda

- A. Minutes of April 26, 2018 Special School Board Meeting
- B. Disbursement Register April 20 – May 2, 2018

*Motion by: Member Ptacek; Second by: Member Stivland; Vote: 6 ayes, 0 nays, Motion Carried.*

#### C. Human Resources Personnel Report

*Motion by: Member Lehmann; Second by: Member O'Loughlin; Vote: 5 ayes, 0 nays, 1 recused (Hoepfner) Motion Carried.*

### X. Reports

#### A. Q Comp Year End Update

Q Comp Leads, Ms. VanKlei and Ms. Marty presented the work that has been done as part of the District's Q Comp plan for the 2017-18 school year in three core components which are: teacher leader options, Job-embedded professional development, and teacher development and evaluation plan.

#### B. Read Well by Third Grade Plan

Ms. Karen Latterell, Curriculum Lead, presented the Stillwater Area Public Schools Read Well By Third Grade Plan. Minnesota Statutes, section 120B.12 (Read Well by Third Grade) on reading proficiency for all students in Kindergarten through Grade 2 requires approval and submission of this plan. Approval and submission of this data is required of all Minnesota districts and charter schools that enroll students in grades K-2 and is due by July 1. This plan must reflect required components of the World's Best Workforce legislation, Minnesota Statutes, section 120B.11, and is required to receive Literacy Incentive Aid as provided by Minnesota Statutes, section 124D.98. Approval of the plan will be requested at the May 24, 2018 board business meeting.

#### C. Open Forum Procedures

The policy working group presented a recommended change to the current open forum procedure and it was discussed by the board.

### XI. Action Items

#### A. Stillwater Area Public Schools Strategic Plan

Superintendent presented the 2018-2021 strategic plan for approval.

*Motion by: Member O'Loughlin; Second by: Member Hoepfner; Vote: 6 ayes, 0 nays, Motion Carried.*

*Motion by Member Stivland to remove the definitions on the left hand side of the plan; Second by: Member Pelletier; Vote: 1 aye (Stivland), 4 nays (Hoepfner, Lehmann O'Loughlin, Pelletier), 1 abstain (Ptacek) Motion Failed.*

#### B. Open Forum Procedures

Motion by Member Lehmann to remove from actions, Second by Member Pelletier, Vote: 6 ayes, 0 nays, Motion Carried.

### XII. Board Member Reports

#### A. Board Chair Report

1. Mr. Lehmann announced that he will be resigning from the board in the near future. He asked that any board member interested in replacing him on The Partnership Plan to send him an email. He announced that board held a work session on May 3 on the topic of finance and will hold another on May 29.

#### B. Board Member Reports

1. Ms. Pelletier reported on the AMSD meeting.
2. Mr. Hoepfner encouraged board members to donate to Bantswana Phambili, whose annual fundraiser will be on May 22.
3. Ms. Stivland read an article on teacher appreciation.
4. Mr. Ptacek reported on the SEE meeting and provided a legislative update. He also reported on the recent 916 meeting in which he presented the 834 Dyslexia Resolution.

Ms. O'Loughlin reported on the National Day of Silence and her attendance at the Con Amici Concert.

#### C. Working Group Reports

1. Ms. Pelletier reported on the next steps of the Community Engagement Working Group
2. Mr. Hoepfner reported the policy group is scheduled to meet on Monday at 4 p.m.
3. Ms. O'Loughlin reported the finance working group will meet next Tuesday morning.

XI. Adjournment

The meeting adjourned at 9:16 p.m.

*Respectfully submitted, Paula O'Loughlin, school board clerk.*