



Independent School District No. 834 – Stillwater Area Public Schools  
Stillwater City Hall, 216 North 4<sup>th</sup> Street, Stillwater, MN  
June 7 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; Jennifer Pelletier, vice chair; Shelley Pearson, treasurer; Paula O'Loughlin, clerk; George Hoepfner, director; Mike Ptacek, director; Sarah Stivland, director; Superintendent Pontrelli (ex-officio)

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 Pearson and the goals were read by Member Stivland.

V. Approval of the Agenda

*Motion by: Member Pearson to move the Preliminary Budget from the action items to a report for action with action to be taken at the June 21 business meeting; Second by: Member Stivland; Vote: 3 (Pearson, Ptacek, Stivland) ayes, 4 nays, (Hoepfner, Lehmann, O'Loughlin, Pelletier. Motion Failed.*

*Motion by: Member Pelletier; Second by: Member O'Loughlin; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

VI. Superintendent's Report

Superintendent

- Thanked the high school staff for a fabulous graduation ceremony!
- Thanked the staff and the school board for a great year!
- Attended the literacy celebration
- Reported on the administrative leadership team retreat
- Announced a work session on demographics will be held at 5 p.m. on June 13.
- Reminded the board of reason that the disbursements procedure is on the consent agenda
- Recognized Ricky Michel, activities director for all of his work and the extra work he has accomplished with Stillwater having 15 teams compete at the state level this year.
- Announced that Eric Anderson has been invited to be on the Islamic Resource Team.

VII. Introductory Items

A. Student Report

There was no student report.

VIII. Open Forum

1. Theresa Vera Chwialkowski, 14175 Old Marine Trail, Marine, expressed disappointment in the team teaching that her daughter experienced at the high school level this past year.

IX. Consent Agenda

- A. Minutes of May 24, 2018 School Board Meeting
- B. Disbursement Register May 18-31, 2018
- C. Human Resources Personnel Report
- D. NE Metro 916 Long Term Facility Maintenance Plan
- E. Financial Disbursements Procedure Change
- F. Census Certification

G. Field Trip: SAHS Theatre Department of 30 students, 5 coaches and 3 chaperones to travel to the University of Edinburgh, Scotland August 6-19 2019 to perform at the International Fringe Festival.

*Motion by: Member Ptacek to approve items A, B, D, G; Second by: Member Stivland; Vote: 7 ayes, 0 nays, Motion Carried.*

*Motion by: Member O'Loughlin to approve item C; Second by: Member Stivland; Vote: 7 ayes, 0 nays, Motion Carried.*

*Motion by: Member Ptacek to approve item E; Second by: Member Stivland; Vote: 7 ayes, 0 nays, Motion Carried.*

*Motion by: Member Pelletier to approve item F; Second by: Member Ptacek; Vote: 7 ayes, 0 nays, Motion Carried.*

X. Reports

- A. First Reading: Series 200 School Board Policies

The policy working group began the first reading of the 200 series school board policies. The first reading will continue at the June 21 meeting.

XI. Action Items

- A. 2018-2019 Preliminary Budget

Executive Director Hoheisel presented and requested approval of the 2018-2019 Preliminary Budget.

FUND	2018-19 Revenue Budget	2018-19 Expenditure Budget
General	106,299,801	110,521,084
Food Service	4,187,255	4,144,470
Community Service	6,665,202	6,670,519
Sub-Total Operating Funds	\$117,152,258	\$121,336,073
Building Construction Fund	50,000	7,928,000
Debt Service Fund	10,359,666	9,854,421
Sub-Total Non-Operating Funds	\$10,409,666	\$17,782,421
Trust Fund	25,000	25,000
Total All Funds	\$127,586,924	\$139,143,494

*Motion by: Member Ptacek to table the budget, Second by: Member Pearson; Vote: 3 (Pearson, Ptacek, Stivland) ayes, 4 nays, (Hoepfner, Lehmann, O'Loughlin, Pelletier). Motion Failed.*

*Motion by: Member Lehmann to approve the budget, Second by: Member O'Loughlin; Vote: 4 ayes, (Hoepfner, Lehmann, O'Loughlin, Pelletier) 3 nays (Pearson, Ptacek, Stivland), Motion Carried.*

- B. Other Post –Employment Benefits Levy

Executive Director presented the non-voter approved levy impact should the school board choose to do so.

*Motion by: Member Hoepfner to levy up to \$1 million dollars, Second by: Member O'Loughlin; Vote: 4 ayes, (Hoepfner, Lehmann, O'Loughlin, Pelletier) 3 nays (Pearson, Ptacek, Stivland), Motion Carried.*

- C. Q Comp Levy

Executive Director presented the non-voter approved levy impact should the school board choose to do so.

*Motion by: Member Hoepfner to levy to the maximum allowed for Q Comp, Second by: Member O'Loughlin; Vote: 3 ayes, (Hoepfner, Lehmann, O'Loughlin) 4 nays (Pearson, Pelletier, Ptacek, Stivland), Motion Failed.*

D. Resolution Authorizing Execution of Legal Documents for TIES Dissolution, Sale and Closing  
Superintendent requested approval of the resolution.

**Resolution Authorizing Execution of Legal Documents**  
Independent School District 834 – Stillwater Area Public Schools (the "District")  
**(TIES Dissolution, Sale of TIES Building, NJPA Closing)**

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At a regular meeting of the School Board of the District on **June 7, 2018**, the following resolution was proposed and approved by the School Board:

RESOLVED:

*Whereas*, the District is a member of TIES (Technology and Information Educational Services);

*Whereas*, during a Special Meeting of the TIES Executive Committee on January 18, 2018, the Executive Committee adopted a resolution in which the Executive Committee recommended that the TIES Board vote in favor of dissolution at the upcoming Special Board Meeting on January 24, 2018;

*Whereas*, during the TIES Special Board Meeting on January 24, 2018, the TIES Board approved the resolution dated January 18, 2018 and voted in favor of dissolving TIES;

*Whereas*, the TIES resolution dated January 18, 2018 authorized the TIES Executive Committee to complete the dissolution process on or before June 30, 2019 (provided that the TIES Board voted in favor of dissolution on January 24) and to continue exploring potential business opportunities with third parties, e.g., an asset transfer or a similar business deal toward the goal of minimizing negative financial impact on the TIES 48 member school districts and to ensure continuation of essential services for the members;

*Whereas*, on January 23, 2018, the National Joint Powers Alliance ("NJPA")<sup>1</sup> presented TIES management with a Letter of Intent in which its intent to consider a possible transaction was outlined, subject to the completion of due diligence by March 30, 2018;

*Whereas*, NJPA and TIES completed due diligence by March 30, 2018;

*Whereas*, on April 19, 2018, the TIES Executive Committee adopted a resolution accepting a proposal from NJPA (as authorized by NJPA's governing board on April 17, 2018) to proceed with discussions and directed TIES management (including outside experts as needed, e.g., legal counsel) to draft, review and negotiate all necessary legal agreements between TIES and NJPA to close on the transaction (the "Transaction");

*Whereas*, the Transaction is expected to close effective July 1, 2018 (the beginning of Fiscal Year 2018-2019);

*Whereas*, the effective date for TIES dissolution has not been determined as of the date of this School Board meeting;

*Whereas*, the School Board has determined that it is in the best interests of the District to authorize the Superintendent (or another representative of the District with authority to legally bind the District, e.g., the Chair of the School Board) to execute legal documents on behalf of the District within his/her discretion necessary to close

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the Transaction and to complete TIES' dissolution, subject to and within the scope of each of the conditions set forth below in this resolution;

NOW THEREFORE, BE IT RESOLVED by the School Board as follows:

1. The School Board hereby authorizes the District Superintendent or another District representative with authority to legally bind the District to execute legal documents within his/her discretion on behalf of the District in its capacity as a member of TIES necessary to consummate the closing of the Transaction and complete TIES' dissolution, subject to and within the scope of each of the following conditions:

(a) District shall not be obligated to pay an amount in excess of \$20 per student to cover its proportionate share of TIES current liabilities;

(b) District shall not be obligated to pay an amount in excess of \$3 per student to cover its proportionate share of the cost to maintain and operate the TIES building (located at 1667, Snelling Ave. N., St. Paul, MN 55108) until the building is sold;

(c) District shall retain all legal rights to the TIES building in its proportionate share as a TIES member according to the TIES Bylaws and no such rights shall be assigned to NJPA; and

(d) District shall retain all legal rights to receive a proportionate share of any proceeds from the sale of the TIES building for an amount in excess of the debt owed to U.S. Bank according to the TIES Bylaws, and NJPA shall have no rights in any such proceeds.

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

## XII. Board Member Reports

### A. Board Chair Report

1. Mr. Lehmann reported on the work session which included information related to a vacancy on the board
2. Announced that there will be a special meeting on June 13 for evaluation of the superintendent.
3. Reported the board has held 5 work session related to finance
4. Attended the 142<sup>nd</sup> Commence Ceremony

### B. Board Member Reports

1. Mr. Hoepfner reported his attendance at the Special Education Graduation Ceremony.
2. Mr. Ptacek reported on the June 6 NE Metro 916 meeting.
3. Ms. Pearson reported on that thanked everyone who was involved with the senior party for making it a safe and successful place for our graduates to celebrate.

### C. Working Group Reports

1. Ms. Pelletier reported the WBWF has identified co-leaders of the committee.
2. Ms. Pelletier reported the Community Engagement Group will focus on intentional engagement that will strengthen relationships.
2. Mr. Hoepfner reported the policy group will meet again to review the suggested changes.

## XI. Adjournment

The meeting adjourned at 9:29 p.m.

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