



Independent School District No. 834 – Stillwater Area Public Schools
Oak Park Building, 6355 Osman Avenue North, Stillwater, MN
December 13, 2018 – 6:00 p.m. Meeting Minutes

I. Call to Order: The meeting was called to order at 6:05 p.m.

II. Roll Call: Present: Jennifer Pelletier, chair; Sarah Stivland, vice chair; Paula O'Loughlin, clerk; Shelley Pearson, treasurer; George Hoepfner, director; Don Hovland, director; Mike Ptacek, director; and Superintendent Pontrelli, ex-officio. Student Representatives: Abdulaziz Mohamed and Nikhil Kumaran.

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

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

V. Approval of the Agenda

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

VI. Superintendent's Report

Superintendent Pontrelli reported:

- School visits to Stonebridge, Stillwater Middle, and Early Childhood
- WBWF Public Meeting held on Tuesday for the community
- Meeting with Associated Eye Care explore working/school opportunities to partner
- Century College President with partnership with Stillwater Chamber for Leaders in the Valley Conference in 2020

VII. Introductory Items

A. Student Report

The student representatives reported on a variety of events taking place at Stillwater High School

- Sports update
- Semester 1 is ending and students are getting ready for winter break
- NHS coffee house
- Academic Vision Team soliciting feedback and incorporating student voice
- Attended the AMSD meeting – met with lobbyist

B. District Recognition

Student Isaac Harrington was recognized for being elected to the Board of Officers for the MN Chapter of SkillsUSA.

VIII. Open Forum

1. Margaret Thomas, 2842 Wildcrest Lane, advocated for the Gifted and Talented program.
2. Josephine and Julia, students at SAHS, asked the board to consider adding a 7th period to the high school day.
3. Tonya Weigel, 10221 Kerry Court N, Hugo, advocated for programming to challenge gifted students.
4. Eric Anderson, 5511 Oakgreen, Oak Park Heights, thanked the outgoing board members for their service.

5. Carl Blondin, 617 Sunrise Avenue, encouraged the board to add onto Brookview School.

IX. Consent Agenda

- A. Minutes of November 29, 2018 School Board Meeting
- B. Disbursement Register December 1-14, 2018
- C. Human Resources Personnel Report
- D. Polling Locations and Combined Polling Locations for 2019

Director Ptacek requested to act on item B separately.

Motion by: Member Stivland to approve A, C, and D; Second by: Member Pearson; Vote: 7 ayes, 0 nays, Motion Carried.

Motion by: Member Pearson to approve item B; Second by: Member Stivland; Vote: 7 ayes, 0 nays, Motion Carried.

X. Reports

A. Truth In Taxation

The Board of Education adopted a preliminary property tax levy on September 27, 2018. Kristen Hoheisel, executive director of finance and operations, provided information on the Truth in Taxation Requirements including the current budget and the proposed Tax Levy for Taxes Payable 2018. The public had an opportunity to comment.

1. Public Comment

Carl Blondin encouraged the board not to be wasteful in their spending.

Sandi Hayner encouraged the board to start getting busy.

B. Course Additions, Revisions

Ms. Larson, director of learning and student engagement, presented the recommended changes to programming developed by the curriculum advisory committee. Approval of the changes will be requested at the December 20, 2018.

C. 2018-2019 Revised Budget

Ms. Hoheisel presented the 2018-19 Revised Budget. This budget adopted by the School Board midyear is an update to the Preliminary Budget approved the previous June. The Revised Budget is based on the October 1 student enrollment and revised revenue estimates. It is not anticipated that the budget will be revised again for the remainder of the fiscal year. Action will be requested at the December 20, 2018 business meeting.

D. 2019-2020 Budget Adjustments

School board members have identified \$1.523 million in budget adjustments they'll be considering for the coming year. The list includes a reduction in the areas of professional development and curriculum development, cuts to administrative positions, a change in the high school staffing ratio, and increased fees for high school athletics and activities, facility rentals and users of FeePay. Board members expect to vote on the budget adjustment list on December 20, 2018. The district is facing a budget shortfall of \$2.5 million for the coming year and the board has been working for several months to identify ways to balance the budget. While the list of recommended adjustments is short of the \$2.5 million goal, the board may continue the discussion to identify additional areas of the budget to reduce in the future.

The board recessed at 9:17 to 9:25 p.m.

XI. Action Items

A. Certify the 2018 Levy Payable 2019

The School Board is required to adopt the final levy for Taxes Payable 2019 and certify to the county auditor on or before December 28, 2018. The School Board certified the 2018 Payable 2019 Tax Levy as follows:

General Fund	\$ 28,964,541.56
Community Service Fund	\$ 940,576.60
Debt Service Fund	\$ 9,940,886.82
Total Levy	\$ 39,846,004.98

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

B. First Amendment to Purchase Agreement

On October 25, 2018 the School Board approved a Property Purchase Agreement for Marine Elementary School for property located at 550 Pine Street, Marine on St. Croix, MN. During title work, an extra parcel identification number was addressed as a portion of Parcel 2 on Exhibit A, but lie in Block 39 and not Block 40. Exhibit A Legal Description of the Property has been amended to include Parcel 7 with the proper identification.

Motion by: Member Ptacek; Second by: Member Pearson; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.

C. Resolutions of Appreciation

Board members Donald Hovland, Paula O'Loughlin and George Hoepfner were recognized for their service. A resolution honoring each member was read by Superintendent.

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

XII. Board Member Reports

A. Board Chair Report

1. Chair Pelletier and Superintendent Pontrelli met with Associated Eye to discuss opportunities for our students, she thanked the WBWF committee.

Board Member Reports

1. Ms. Pearson reported on an article about the friendship between two students and the positive light that it reflected.

2. Mr. Ptacek reported on the Legislative Breakfast and a 916 meeting.

3. Mr. Hoepfner reported on the EMID board meeting minutes and a 9th grade choir concert

Working Group Reports

1. Finance Working reminded that action on budget adjustments will take place on Thursday

2. The Policy Working Group will begin with the Wellness and Religion policies in the new year.

XIII. Adjournment

The meeting adjourned at 10:07 p.m.

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