



# Stillwater

AREA PUBLIC SCHOOLS

Independent School District 834  
Oak Park Building, 6355 Osman Avenue North, Stillwater, MN  
School Board Business Meeting Agenda – January 17, 2019 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 Report
- VII. Introductory Items
  - A. Student Report
  - B. District Recognition
    1. Da Vinci Fest Winners
- VIII. Open Forum
- IX. Consent Agenda
  - A. Minutes of January 3, 2019 School Board Meeting
  - B. Accept Gifts and Donations December 2018
  - C. Disbursement Register January 5-18, 2019
  - D. Human Resources Personnel Report
  - E. Field Trip: For 2 advisors, 1 chaperone and 11 students to travel to Anaheim, CA, April 24,-28, 2019 to attend the National Scholastic Press Association / Journalism Convention
- X. Reports
  - A. Innovation in Stillwater Schools – Dr. McDowell, Students and Staff
  - B. 2019 School Board Meeting Locations – Board Chair
- XI. Action Items
  - A. EMID (East Metro Integration District) dba Equity Alliance MN Letter of Withdrawal - Superintendent Pontrelli
  - B. School Board Committees and Working Group Assignments – Board Chair
  - C. SAHS Nutrition Services Dish Machine Replacement – Ms. Hoheisel
- XII. Board Member Reports
  - A. Board Chair Report
  - B. Working Group Reports
    1. Community Engagement
    2. Finance and Operations
    3. Legislative
    4. Personnel
    5. Policy
  - C. Board Member Reports
- XIII. Adjournment
  - A. Adjourn



Agenda Item I.  
Date Prepared: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Call to Order  
Meeting Date: January 17, 2019

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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: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Roll Call  
Meeting Date: January 17, 2019

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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**

Mike Ptacek, Board Chair

Shelley Pearson, Vice Chair

Liz Weisberg, Treasurer

Sarah Stivland, Clerk

Mark Burns, Director

Jennifer Pelletier, Director

Tina Riehle, Director

Denise Pontrelli, Superintendent of Schools (ex-officio)

Abdulaziz Mohamed, Student Representative for 2018-2019

Nikhil Kumaran, Student Representative for 2018-2019

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**Recommendation:**

Board action is not required.



Agenda Item III.  
Date Prepared: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Pledge of Allegiance  
Meeting Date: January 17, 2019

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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: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: District Mission and School Board Goals  
Meeting Date: January 17, 2019

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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 (adopted June 2018)*

The Stillwater Area Public Schools' Board of Education ensures outstanding learning opportunities for the social, emotional and academic growth of every student in our school district through authentic partnerships and meaningful communication with our community, parents and students. Every decision is made with a commitment to equity for all students and for future generations impacted by our actions.

We provide our stakeholders with regular updates on student achievement along with continual plans to enhance student learning in our district.

We ensure that our systems of management and oversight are clearly defined.

We invite ongoing dialogue and partnership with our community to learn from their knowledge and to enhance learning for our students.

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*Recommendation:*  
Board action is not required.



Agenda Item V.  
Date Prepared: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Approval of the Agenda  
Meeting Date: January 17, 2019

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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: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Superintendent Report  
Meeting Date: January 17, 2019

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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: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Introductory Items  
Meeting Date: January 17, 2019  
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: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Open Forum  
Meeting Date: January 17, 2019

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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 X. A. B. C. D. E.  
Date Prepared: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Consent Agenda  
Meeting Date: January 17, 2019  
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 January 3, 2019**

Contact Person: Paula O'Loughlin, Clerk or Barbara Proulx, Secretary

A copy of the Minutes is included for your review.

**B. Accept Gifts and Donations December 2018**

Contact Person: Kristen Hoheisel, Executive Director of Finance and Operations

A copy of the register has been distributed to board members.

**C. Disbursement Register January 5-18, 2019**

Contact Person: Kristen Hoheisel, Executive Director of Finance and Operations

A copy of the register has been distributed to board members.

**D. Human Resources Personnel Report**

Contact Person: Cathy Moen, Executive Director of Administrative Services

A summary of personnel transactions for the month is included for your review.

**E. Field Trip**

Contact Person: Bob McDowell, Assistant Superintendent

A field trip request for 2 advisors, 1 chaperone and 11 Journalism Class students to travel to Anaheim, CA April 24-28, 2019 to attend the National Scholastic Press Association / Journalism Convention has been received.

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**Recommendation:**

BE IT RESOLVED by the School Board of Independent School District 834 – Stillwater Area Public Schools that Consent Agenda Items A through E, be approved as written, and a copy of the agenda items is attached to the minutes.

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



Independent School District No. 834 – Stillwater Area Public Schools  
Oak Park Building, 6355 Osman Avenue North, Stillwater, MN  
January 3, 2019 – 6:00 p.m. Organizational Meeting Minutes

I. Call to Order: The meeting was called to order at 6:03 p.m.

II. Roll Call: Present: Jennifer Pelletier, acting chair; Mark Burns, director; Shelley Pearson, director; Jennifer Pelletier, director; Mike Ptacek, director; Tina Riehle, director; Sarah Stivland, director; Liz Weisberg, director; and Superintendent Pontrelli, ex-officio. Student Representatives: Abdulaziz Mohamed and Nikhil Kumaran.

III. Pledge of Allegiance: Acting board chair Pelletier led Pledge of Allegiance.

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

V. Approval of the Agenda

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

VI. Oath of Office

Acting Chair Pelletier administered the ceremonial oath of office to Mark Burns, Shelley Pearson, Tina Riehle and Liz Weisberg.

VII. Board Organization

A. Election of Board Chair

Motion by Member Weisberg to nominate Member Ptacek as board chair; Second by Member Riehle; Mike Ptacek accepted the nomination; *Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

Mike Ptacek elected board chair for 2019.

B. Election of Vice Chair Person

Motion by Member Stivland to nominate Member Pearson as vice chair; Second by Member Weisberg; Shelley Pearson accepted the nomination; *Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

Shelley Pearson elected vice chair for 2019.

C. Election of Clerk

Motion by Member Weisberg to nominate Member Stivland as clerk; Second by Member Pearson; Sarah Stivland accepted the nomination; *Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

Sarah Stivland elected clerk for 2019.

D. Election of Treasurer

Motion by Member Riehle to nominate Member Weisberg as treasurer; Second by Stivland; Liz Weisberg accepted the nomination; *Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

Liz Weisberg elected treasurer for 2019.

VIII. Superintendent's Report

Superintendent Pontrelli reported:

- attending the AMSD Legislative Preview
- the next SEE meeting is scheduled for January 11, 2019
- encouraged everyone to come out and experience Da Vinci Fest this weekend
- announced that ticket for the SAREA Sweetheart Ball are now on sale

## IX. Introductory Items

### A. Student Report

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

- Sports update
- Semester 2 finals will be held January 17 and 18
- Student Council is planning the Snow Ball Dance which will be held on February 2, 2019
- The high school will be celebrating BLAST Week February 11-15, 2019
- Battle of the Bands will be held February 15, 2019
- Extended a Welcome to the new board members

### B. District Recognition

Superintendent Pontrelli recognized staff on winning the 'Technology Team of the Year' at the recent TIES conference.

## X. Open Forum

1. Melinda Fierro, 3120 White Pine Way, shared her Stillwater story and spoke of the importance of professional development.

## XI. Consent Agenda

A. Minutes of December 20, 2018 School Board Meeting

B. Disbursement Register December 22, 2018 – January 4, 2019

C. Human Resources Personnel Report

D. Designate District Depositories and Major Accounts

E. Resolution Authorizing Use of Facsimile Signature

F. Resolution Delegating Contracting Authority

G. Resolution Authorizing Administration to Develop Specifications and Solicit Bids

H. Resolution Authorizing Executive Director of Finance and Operations and Supervisor of Financial Services to Make Electronic Fund Transfers

I. Designate Official Publication

J. Amendment to Finance Procedure for Disbursements

Member Pelletier requested that item I be acted on separately.

Member Ptacek requested that item B be acted on separately.

Member Stivland requested that item F be acted on separately.

*Motion by Member Pelletier to approve items A, C, D, E, G, H, J; Second by Member Stivland; Vote: 7 ayes, 0 nays; Motion Carried.*

F. Resolution Delegating Contracting Authority

*Motion by Member Stivland to change the amount of delegation of contracting authority to \$50,000 and if an item is over \$50,000 it would require board action; Seconded by Member Weisberg; Vote: 5 ayes; 2 (Burns, Pelletier); Motion Carried.*

I. Designate Official Publication

*Motion by Member Pelletier to designate the Stillwater Gazette as official publication for 2019; Second by Member Pearson; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.*

## XII. Reports

### A. Partnership with ISD 833 – South Washington County Schools – Superintendent Pontrelli

In January 2018 the School Board passed a resolution of Intent to Withdraw from the East Metro Integration District (EMID) to allowing the District to explore other possible integration partnerships. Mr. Anderson presented information on Partnering with ISD 833 South Washington County Schools. Action to confirm or rescind withdrawal from EMID is expected at the January 17 business meeting.

### B. School Board Committee Assignments and Working Groups 2019 – Board Chair

Board members are asked to submit their requests to Mike Ptacek by Noon on Monday, January 7, 2019. Action on the committee assignments will be taken at the January 17, 2019 business meeting.

## XIII. Action Items

### A. Establish 2019 Calendar of Meetings – Board Chair

The school board approved the dates for their 2019 business meetings and the January 2020 organizational meeting. They approved the location of the January 17, February 7, July 11 and December 19 meetings. The board directed administration to look into the possibility of holding meetings at Stillwater City Hall. The board will discuss the calendar again at the January 17 meeting.

*Motion by: Member Burns to amend three calendar dates; Second by: Member Weisberg; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

*Motion by: Member Pelletier to approve the calendar as amended; Second by: Member Stivland; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

### B. Establish 2019 Board Member Salaries – Board Chair

The board members established their salaries as \$4,750 for each board member with the Board Chair receiving an additional \$500 for a total of \$5,250. Board members may also submit for mile and parking reimbursement for board workshops and conferences.

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

### C. Disbursement Register December 22, 2018 – January 4, 2019

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

## XIV. Board Member Updates

### A. Chairperson Report

1. Mr. Ptacek thanked his colleagues for electing him Board Chair.

### B. Board Member Reports

1. Ms. Pelletier provided an update on BIZAA. The club has 10 sponsored families.

2. Ms. Stivland will be attending the Da Vinci Fest; and reported that an orientation retreat will be scheduled.

3. Ms. Riehle would like to send the teachers a questionnaire to collect feedback.

4. Mr. Ptacek reported his attendance at the AMSD Legislative Preview and that he will be attending the SEE meeting on January 11, 2019.

5. Ms. Weisberg questioned if there was a Finance Working Group meeting currently on the schedule.

### C. Working Group Reports – There were no reports.

## XV. Adjournment

The meeting adjourned at 8:43 p.m.

*Respectfully submitted, Sarah Stivland, school board clerk.*

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

**RETIREMENT/RESIGNATION/RELEASE**

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Langness, Allison	Resignation	Pony Express Assistant Advisor Stillwater Area High School	Co-Curricular	January 12, 2019
McDermott, Nicole	Resignation	Community Education Assistant, 5.8 hrs/day Early Childhood Family Center	CE Leads & Assistants	January 18, 2019
Schumacher, Noah	Resignation	Assistant Baseball Coach Stillwater Middle School	Co-Curricular	January 8, 2019
Winslow, Miles	Resignation	Assistant Football Coach Stillwater Area High School	Co-Curricular	January 1, 2019

**LEAVES OF ABSENCE**

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Allen, Ashley	Approve <a href="#">Minnesota Statutes 122A.46 &amp; 354.094</a>	1.0 FTE English Teacher Stillwater Area High School	SCEA	November 5, 2018 - June 30, 2021

**HIRES/REHIRES**

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Fredkove, Tyson	Community Education Casual District Wide	\$12.00 / hour	Casual	Casual	January 7, 2019
Friend, Aliex	1.0 FTE Long Term Sub Science Teacher Stillwater Middle School	\$43,728.00	Replacement	SCEA	January 7, 2019 - June 3, 2019
Hill, Riley	Community Education Aide, 2.5 hrs/day Rutherford Elementary	\$9.65 / hour	Replacement	CE Leads & Assistants	January 2, 2019
Junker, Meghan	Community Education Assistant, 2.5 hrs/day Andersen Elementary	\$13.61 / hour	Replacement	CE Leads & Assistants	January 8, 2019
Koehn, Jonathan	Community Education Casual District Wide	\$12.00 / hour	Casual	Casual	January 7, 2019
Rose, Michele	Community Education Assistant, 2.75 hrs/day Stonebridge Elementary	\$13.61 / hour	Replacement	CE Leads & Assistants	January 14, 2019
Sandquist, Jackson	Community Education Casual District Wide	\$12.00 / hour	Casual	Casual	January 2, 2019
Shanley, Emily	Community Education Casual District Wide	\$12.00 / hour	Casual	Casual	January 28, 2019
Weis, Natalie	Paraprofessional, 5.75 hrs/day Lake Elmo Elementary	\$15.43 / hour	Replacement	SCPA	January 2, 2019
Wilson, Megan	1.0 FTE Long Term Sub English Teacher Stillwater Area High School	\$48,660.00	Replacement	SCEA	January 22, 2019 - June 3, 2019

**ASSIGNMENT CHANGES**

NAME	FROM	TO	REASON	GROUP	EFFECTIVE DATE
Chapdelaine, Jennifer	.9 FTE Speech Pathologist ECFC & Rutherford Elementary	1.0 FTE Speech Pathologist ECFC & Rutherford Elementary	2018-2019 Staffing	SCEA	January 11, 2019
Kapping, Antonella	Paraprofessional, 3.0 hrs/day Lake Elmo Elementary	Paraprofessional, 6.0 hrs/day Lake Elmo Elementary	Replacement	SCPA	January 8, 2019



Agenda Item: X. A.  
Date Prepared: January 10, 2019  
ISD 834 Board Meeting

Report for Information: Innovation in Stillwater Schools  
Contact Person: Dr. McDowell, Assistant Superintendent

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Summary:

Strategic Innovation is a core tenant of how Learning and Innovation operates. Innovation in Stillwater Area Public Schools crosses grade levels and content areas. The purpose of tonight's report is to highlight some of the forward thinking teachers and their students, as well as allow the board to see first hand, examples of the innovative experiences taking place in our classrooms, throughout the k12 continuum.

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Recommendation:

This is a report for information. Action will not be requested.



Agenda Item X. B.  
Date Prepared: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Establish 2019 Calendar of Meetings  
Meeting Date: January 17, 2019  
Contact Person: Board Chair  
Action Timeline: February 7, 2019

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*Background:*

The School Board requested that administration look into the possibility of holding school board meetings at Stillwater City Hall.

An update on the possibility will be provided.

Attachment – Draft Calendar

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*Recommendation:*

This is a report for action. Action to establish meeting locations for 2019 will be requested at the February 7, 2019 business meeting.





## SCHOOL BOARD MEETING DATES 2019

Date	Time	Location	Type of Meeting
January 3 (first Thursday due to organizational items)	6:00 p.m.	Oak Park Building	Organizational & Regular Business
January 17 (third Thursday due to org mtg)	6:00 p.m.	Oak Park Building	Regular Business
February 7	6:00 p.m.	Oak Park Building	Regular Business
February 21	6:00 p.m.	TBD	Regular Business
March 7	6:00 p.m.	TBD	Regular Business
March 21	6:00 p.m.	TBD	Regular Business
April 11	6:00 p.m.	TBD	Regular Business
April 25	6:00 p.m.	TBD	Regular Business
May 9	6:00 p.m.	TBD	Regular Business
May 23	6:00 p.m.	TBD	Regular Business
June 13	6:00 p.m.	TBD	Regular Business
June 27	6:00 p.m.	TBD	Regular Business
July 11 (disbursements)	6:00 p.m.	Central Services	Regular Business
July 25	6:00 p.m.	TBD	Regular Business
August 8	6:00 p.m.	TBD	Regular Business
August 22	6:00 p.m.	TBD	Regular Business
September 12	6:00 p.m.	TBD	Regular Business
September 26	6:00 p.m.	TBD	Regular Business
October 10	6:00 p.m.	TBD	Regular Business
October 24	6:00 p.m.	TBD	Regular Business
November 14	6:00 p.m.	TBD	Regular Business
November 21	6:00 p.m.	TBD	Regular Business
December 12	6:00 p.m.	TBD	Regular Business
December 19 (disbursements)	6:00 p.m.	Central Services	Regular Business
January 2, 2020 (first Thursday due to organizational items)	6:00 p.m.	TBD	Organizational & Regular Business

Oak Park Building  
6355 Osman Ave N  
Stillwater, MN 55082

Central Services  
1875 Greeley Street South  
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.  
Date Prepared: January 11, 2019  
ISD 834 Board Meeting

Report for Action: Resolution to Withdraw from East Metro Integration District  
Meeting Date: January 17, 2019  
Contact Person: Superintendent Pontrelli  
Action Timeline: January 17, 2019

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*Be it resolved* by the School Board of Independent School District 834 that final notice be given to the East Metro Integration District (EMID) on or before February 1, 2019, that District 834 confirms its intention to withdraw its membership from the EMID Joint Powers Agreement and its participation in the EMID collaborative. The Notice of Withdrawal shall be effective on June 30, 2019, the calendar year following the Notice of Withdrawal, as outlined in the Joint Powers Agreement. Said Notice of Withdrawal shall be in the form of this resolution sent to EMID's members via its Board of Directors.

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*Recommendation:*

Approval of the Resolution to Withdraw from the East Metro Integration District will be requested.

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



January 18, 2019

Dear Board Members of the EMID Collaborative,

At their January 17, 2019 school board meeting, the School Board of Stillwater Area Public Schools passed a resolution to confirm their withdrawal from East Metro Integration District #6067 dba Equity Alliance collaborative. A copy of the resolution is attached to this letter.

Stillwater Area Public Schools has had a long standing (19 years) and positive membership with the East Metro Integration District. Together we have impacted thousands of students in a very meaningful way. We look forward to a continued partnership with Equity Alliance as a non-member.

Sincerely,

Denise Pontrelli  
Superintendent of Schools

Enclosure: Resolution

CC: Dr. Jean Lubke, Executive Director



Report for Action: School Board Member Assignments 2019  
 Meeting Date: January 17, 2019  
 Contact Person: School Board Chair

*Background:*

The School Board Chair will appoint board committees and working groups for 2019. Working groups are advisory groups that gather information on topics in the related areas. These groups do not make recommendations to the School Board.

**School Board Representative to:**

Association of Metropolitan School Districts (AMSD)	Mike Ptacek
Community Education Advisory Council	Shelley Pearson
East Metro Integration District (EMID)	Jennifer Pelletier
MN State High School League (MSHSL)	Mark Burns
Northeast Metro 916	Sarah Stivland
Partnership Plan	Liz Weisberg
Schools for Equity in Education (SEE)	Tina Riehle

**School Board Sub-Committees 2019**

<b>Finance and Operations</b>	<b>Legislative</b>	<b>Personnel</b>	<b>Policy</b>	<b>Community Engagement</b>
Liz Weisberg*	Mike Ptacek*	Shelley Pearson*	Sarah Stivland*	Shelley Pearson*
Mark Burns	Jennifer Pelletier	Mike Ptacek	Mark Burns	Jennifer Pelletier
Shelley Pearson	Tina Riehle	Tina Riehle	Liz Weisberg	Sarah Stivland

*Note: Assignments are made in January of each calendar year*

*Recommendation:*

A motion and a second to approve the committee assignments will be requested.

**Motion by:** \_\_\_\_\_ **Second by:** \_\_\_\_\_ **Vote:** \_\_\_\_\_



Agenda Item XI. C  
Date Prepared: January 7, 2019  
ISD 834 Board Meeting

Consent Agenda Item: SAHS Nutrition Services Dish Machine Replacement  
Meeting Date: January 17, 2019  
Contact Person: Kristen Hoheisel, Executive Director of Finance and Operations

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*Background:*

The dishwasher in the Stillwater Area High School kitchen has been in operation since 1993. It is scheduled for replacement due to the worn internal parts and is part of the FY 2020 Long Term Facilities Maintenance plan. We can expect increased downtime and maintenance expenses if not replaced in the near future. The proposed dishwasher will have a substantial operational cost savings by using less water, chemicals and energy.

Eight proposals were received on December 7, 2018 by Nutrition Services. Three of the eight proposals were disqualified for proposing substitute dishwashers. Of the remaining five proposals, TriMark Foodservice Equipment, Supplies and Design of Egan, MN had the lowest proposal to install a Meiko, Model B-M74 P8 M-iQ conveyor dishwasher, for a total of \$128,861.38. Administration recommends accepting the proposal from TriMark Foodservice Equipment, Supplies and Design to replace the Stillwater Area High School Nutrition Services dish machine.

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*Recommendation:*

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

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

PROPOSAL TABULATION

<b>Stillwater Area High School - Dishmachine Replacement December 7, 2018</b>		
Contractor	Brand	Proposal
<b>Trimark - MN 2015 Silver Bell Rd Suite 150 Eagan, MN 55122</b>	<b>Meiko</b>	<b>\$128,861.38</b>
Boelter Contract & Design 7120 Northland Terrace Minneapolis, MN 55428	Meiko	\$136,170.00
Culinex - Sartell 311 4th Ave S Sartell, MN 56377	Meiko	\$140,365.08
Wilson Restaurant Supply, Inc 5746 Westminster Dr Cedar Falls, IA 50613	Meiko	\$146,720.00
C&T Design 350 Research Parkway Davenport, IA 52806	Meiko	\$150,268.86
Central Restaurant Products 7750 Georgetown Rd Indianapolis, IN 46268	Hobart	\$125,907.68
Boelter Contract & Design 7120 Northland Terrace Minneapolis, MN 55428	Champion	\$127,630.00
Boelter Contract & Design 7120 Northland Terrace Minneapolis, MN 55428	Hobart	\$131,209.57



Agenda Item XII. A. B.C.  
Date Prepared: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: School Board Reports  
Meeting Date: January 17, 2019

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*Background:*

- A. Chairperson Report
  
- B. Working Group Reports
  - 1. Community Engagement
  - 2. Finance and Operations
  - 3. Legislative
  - 4. Personnel
  - 5. Policy
  
- C. Board Member 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.



Agenda Item XIII.  
Date Prepared: January 11, 2019  
ISD 834 Board Meeting

Agenda Item: Adjournment  
Meeting Date: January 17, 2019  
Contact Person: School Board Chair

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*Background:*  
The meeting must be adjourned formally.

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