



Independent School District No. 834 – Stillwater Area Public Schools  
Stillwater City Hall, 216 North 4<sup>th</sup> Street, Stillwater, MN  
April 25, 2019 – 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: Mike Ptacek, chair; Shelley Pearson, vice chair; Sarah Stivland, clerk; Liz Weisberg, treasurer, Mark Burns, director, Jennifer Pelletier, director; Tina Riehle, director and Superintendent Pontrelli, ex-officio. Student Representatives: Abdulaziz Mohamed (excused) and Nikhil Kumaran.

III. Pledge of Allegiance: Board chair Ptacek led the 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 Weisberg.

V. Approval of the Agenda

The agenda for the meeting was approved.

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

VI. Superintendent's Report

Superintendent Pontrelli reported on:

- Congratulated Sabrina Ness, Optimist Club Essay Winner
- Congratulated the Partnership Award Winners
- This past Monday was a busy one in the district, the board held facilitator interviews, the mental health collaborative met, and the PTA/O Leadership met.

VII. Introductory Items

A. Student Report

The student representatives reported on a variety of events taking place at Stillwater High School in the areas of academic, arts and athletics

- Sports Update
- The choir performed at Trinity this past Tuesday
- 9-10 dance is scheduled for tomorrow
- Prom is May 4
- The SAHS students held an open forum on the bathroom policy. The student voice was respectful.

B. District Recognition

1. Superintendent Pontrelli recognized Emma, Oak-Land student who won the MN Clean Water Poster Contest.
2. The Girls Basketball team was recognized for their outstanding season.

VIII. Open Forum

1. Jim Franklin, Midwest Trail spoke to the board about and their behaviors and urged them to use their talents for good.

## IX. Consent Agenda

- A. Minutes of April 11, 2019, 2019 School Board Meeting
- C. Accept Gifts and Donations March 2019
- E. Joint Powers Agreement for Food Services between Independent School District No. 834 - Stillwater and Independent School District No. 832 – Mahtomedi
- F. School Nutrition Program Joint Agreement with St. Croix Catholic School
- G. School Nutrition Program Joint Agreement with NE Metro 916 Program at ECFC
- H. School Nutrition Program Joint Agreement with Pankalo 916 Program
- I. 2019-2020 YSB Contracts (Crisis Intervention, Chemical Health and Mental Health for ALC)
- J. 2019-2020 Northeast Metro 916 Service Agreement
- L. Resignation Agreement with SCEA Employee

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

*Member Weisberg requested to act on item B separately*

- B. Disbursement Register April 13-26, 2019

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

*Member Riehle requested to act on item D separately*

- D. Human Resources Personnel Report

*Motion by: Member Riehle to approve the original HR Personnel Report; Second by Stivland; Vote: 4(Pearson, Ptacek, Riehle, Stivland) ayes, 3 (Burns Pelletier, Weisberg) nays, Motion Carried.*

Member Stivland requested to act on item K separately

- K. 2019-2020 Skyward Annual License Fee

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

## X. Reports

- A. OPEB / QComp Levies

Ms. Hoheisel, presented information to the School Board for discussion around the possibility to levy for OPEB (Other Post-Employment Benefits) and Q-Comp. The District currently levies for OPEB. They have the option to choose to levy for Q-Comp. These levies would be for the 2019 Payable 2020 levy cycle. The board is expected to action at a future meeting.

- B. Attendance Area Assignment

Ms. Hoheisel reported that due to the realignment of County Road 15, there is now a parcel of land that should be reviewed for current attendance area. Up to 157 homes are projected to be built on the property.

- C. 2019 District Renovations – Carpeting, Casework and Wall Replacement

Ms. Hoheisel reported this project is part of the FY 2019 and FY 2020 Long-Term Facilities Maintenance program. Five bids were received. The base bid amount is \$1,119,300. The ADD Alternate amount for Lake Elmo is \$369,000. The board is expected to take action at their next business meeting.

- D. Technology Replacement Costs

Mr. Perry, reported the equipment needs for annual replacement cycle. The estimated amount is \$500,000 and would be used from technology capital fund. The board is expected to take action at their next business meeting.

The Board Recessed from 8:08 – 8:17

## XI. Action Items

- A. Discipline Policy

The Policy Working Group introduced the policy and requested approval.

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

## B. Attendance Policy

The Policy Working Group introduced the policy and requested approval.

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

## C. Technology Use Policy

The Policy Working Group introduced the policy and requested approval.

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

## D. Select Long-Range Facility Plan Facilitator

Board Chair Ptacek

On Monday, April 22, the School Board interviewed three companies to facilitate the long-range facilities plan. The school board had a conversation of what they like about each of the companies they interviewed. Chair Ptacek reviewed the fee schedule of each of the companies.

*Motion by: Member Stivland to approve Cuningham Group; Second by Riehle; Vote: 7 ayes, 0 nays, Motion Carried.*

## XII. Board Member Reports

### A. Board Chair Report

1. Consensus by the board to select Cuningham Group as the LRFP Facilitator

### B. Working Group Reports

1. Community Engagement – met earlier today and discussed WBWF, what the needs are and what support they might need. Discussed how to connect with under-represented groups. Discussed setting a regular schedule.

2. Finance and Operations – Meeting scheduled for Monday at 7:45. Topics include budget and tennis courts.

3. Legislative – House and Senate differ in the current funding proposal.

4. Personnel – met today and have a draft of the superintendent evaluation tool that all members should receive tomorrow.

5. Policy – met yesterday and finalized the draft of the board goals. Goals will be sent to the full board tomorrow. The bullying policy is still considering some changes. Working on revoke and replacing old polices that are duplicated in new policies. Will then begin work on SR policies. The Wellness policy will be presented at the May 23 meeting.

### Board Member Reports

1. Mr. Burns has been busy with board activities.

2. Ms. Stivland asked people to volunteer at the all night grad party. Our theater students were selected to attend and perform at the Edinburgh Fringe Festival in Scotland this summer

3. Mr. Ptacek announced the important end of year events that are coming up.

4. Ms. Pearson encouraged people to volunteer for the senior party. Encouraged people to fund raise for the theater group's trip to Scotland. Shadowed a Student earlier this week.

5. Ms. Weisberg attended the Partnership Award Ceremony. Attended an Equity Alliance workshop. Met with community member about marketing ideas. Shadowed a Student earlier this week. April 30 is the next Partnership Plan meeting.

6. Ms. Riehle attended the State of the Cities presentation yesterday.

7. Ms. Pelletier attended the EMID meeting last week.

## XIII. Adjournment

The meeting adjourned at 9:18 p.m.

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