



Independent School District No. 834 – Stillwater Area Public Schools  
Stillwater City Hall, 216 North 4<sup>th</sup> Street, Stillwater, MN  
April 11, 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 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 Ptacek and the goals were read by Member Burns.

V. Approval of the Agenda

The agenda for the meeting was approved.

*Motion by: Member Pearson to move action item D 2019 Bus Facility Improvements to report item G; Second by: Member Stivland Vote: 6 ayes, 1 (Pelletier) nays, Motion Carried.*

VI. Superintendent's Report

Superintendent Pontrelli reported on:

- Governor Walz, Lt. Governor Flanagan and Commissioner Ricker visited Stillwater Area High to see and learn about the social, emotional learning programs we have in place
- We had a snow day today
- Thanked the City of Stillwater for allowing us to use their council chambers for our meetings

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
- Prom is schedule for May 4
- 9-10 dance is scheduled for April 26
- Student Council presidents will be announced tomorrow
- April 18 is a forum on the bathroom issue at the high school

B. District Recognition

1. Superintendent Pontrelli recognized coaches and members of the wrestling and gymnastics teams.

VIII. Open Forum

1. Eric Anderson, Oak Park Height spoke of board directors membership in a closed FaceBook group and bullying.

## IX. Consent Agenda

- A. Minutes of March 21, 2019 School Board Meeting
- B. Minutes of April 1, 2019 School Board Meeting
- C. Disbursement Register March 23-April 12, 2019
- D. Human Resources Personnel Report
- E. Field trip for 2 directors, 4 chaperones and 72 wind symphony and ensemble students to travel to Nashville, TN for the Spring Performance Tour March 27 – 31, 2019

Member Weisberg to act on item C Disbursements separately

Member Ptacek requested to act on item B Human Resources Personnel Report separately

*Motion by: Member Burns; Second by: Pelletier; to approve items A, B, E, Vote: 7 ayes, 0 nays, Motion Carried.*

*Motion by: Member Pearson; Second by: Weisberg; to approve item C; Vote: 7 ayes, 0 nays, Motion Carried.*

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

## X. Reports

### A. 2019-2020 Preliminary Budget

Ms. Hoheisel presented a balanced preliminary budget for the 2019-2020 school year. The School Board is required by law to adopt a preliminary budget by June 30, 2019.

### B. Radon Results Spring 2019

Ms. Hoheisel presented the 2019 spring radon test results. Radon testing was conducted this winter in all of our schools and buildings. Two canisters initially showed concentration levels that were above the action level. Follow-up testing showed the concentration levels where action was not required. No further testing/mitigation is necessary.

C. D. E. F. Second Reading: Discipline Policy, Bullying Prohibition Policy, Attendance Policy, Technology Use Policy  
Member Stivland, Chair of the policy working group presented four policies for their second reading.

### G. 2019 Bus Facility Improvements

Ms. Hoheisel presented information for improvements that will provide bus parking, site lighting, fire protection and public utilities at the facility.

## XI. Action Items

### A. Health Insurance Renewals

District administration has secured/established renewal information and rates for all insurance plans, benefits administration services, as well as the employee assistance plan.

The following is summary information related to plan renewals/changes:

- **Medical Insurance:** Blue Cross and Blue Shield will continue to be the carrier and plan administrator for medical insurance. There are no recommended changes in plan design, however, due to elimination of the fitness club reimbursement by BCBS, this will no longer be a part of the District's plan. The recommended rate increase is 4%.
- **Vision Insurance:** Vision Service Plan (VSP) will continue to be the carrier for vision. This plan is offered in conjunction with the Gold Plan. The monthly rate will increase by 5.21% and a rate guarantee has been obtained through June 30, 2023.
- **Dental:** Delta Dental will continue to be the carrier and plan administrator. No changes in rate are recommended. A rate guarantee has been obtained through June 30, 2024.
- **Group Life:** Recommended change in carrier to Standard, with no change in premium. Rate guarantee obtained through June 30, 2022.
- **Supplemental Life Insurance (employee paid):** Recommended change in carrier to Standard. The supplemental life plan will move to an age rated plan. The secondary dependent only supplemental life plan will be eliminated as this coverage is available as part of the primary supplemental plan.

- **Long Term Disability (LTD):** Recommended change in carrier to Standard. Recommended rate reduction of \$.275 per \$100 in monthly payroll (previously \$.54 per \$100), with no change in plan design. This change in rate will result in an estimated reduction in annual premiums of \$145,776. A rate guarantee has been obtained through June 30, 2022.
- **Legal (employee paid):** ARAG will continue to be the carrier with a monthly increase in rates from \$18.50 to \$22.00 per month. Benefits for this plan have been enhanced.
- **Employee Assistance Plan (EAP):** Recommended change in provider to Standard. This benefit will be provided at no cost to the District as a supplemental benefit of our Long Term Disability and Group Life plans. This change will result in an annual reduction in cost to the District of \$17,583.
- **Benefit Administration:** PlanSource will continue to be the service provider with no changes in rates.
- **COBRA/ Retiree Insurance Administration:** Recommended change in service provider to HR Simplified. The yearly cost will increase by \$8,250 and a rate guarantee has been obtained through June 30, 2022.
- **Flex/VEBA/HSA Administration:** Recommended change in service provider to Further. No change in rates or plan design. Rate guarantee obtained through June 30, 2021.

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

#### B. Adopt Long-Range Facility Plan Task Force Roster

The community engagement working group met four times to review 96 applications. Applications were evaluated on a variety of factors, including geographic location and areas of expertise, to ensure a variety of perspectives are considered.

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

#### C. Stillwater Area High School Main Forum Room Seating

The seats and tables in the Main Forum Room at the Stillwater Area High School are scheduled to be replaced and are part of the FY 2020 Long-Term Facilities Maintenance plan. They are being purchased off of the National Cooperative Purchasing Alliance (NCPA) Contract #07-41 thru Innovative Office Solutions, LLC. The cost to replace the seats and tables is \$125,568.96.

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

### XII. Board Member Reports

#### A. Board Chair Report

1. Interviews for possible facilitators of the long-range plan will be held on April 22 at 4 p.m. at Oak Park; A public hearing on fees is scheduled for 5:30 p.m. on April 25 at City Hall

#### B. Working Group Reports

1. Community Engagement - is working on scheduling interviews for the LRFP Facilitators and awaiting the results of the Thoughtexchange Survey
2. Finance and Operations met and reviewed the 2019-20 Preliminary Budget
3. Legislative – Governor Walz and Commissioner Ricker visited our high school.
4. Personnel met and continues to develop the superintendent evaluation tool as well as the board self-evaluation tool.
5. Policy is meeting Monday at 8 a.m.

#### Board Member Reports

1. Ms. Pelletier reported on the orchestra field trip, a MDE workshop and responded to a social media post.
2. Ms. Riehle attended a referendum workshop.
3. Ms. Weisberg reported on the Partnership Party and announced the awards dinner is Monday evening.
4. Ms. Pearson reported on the band field trip, the CEAC meeting and thanked the generous community for their partnerships.
5. Ms. Stivland reported on the 916 meeting.
6. Mr. Burns attended the play at the high school and the Partnership Party
- 7.

XIII. Adjournment

The meeting adjourned at 8:30 p.m.

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