



Independent School District No. 834 – Stillwater Area Public Schools  
Stillwater City Hall, 216 North 4<sup>th</sup> Street, Stillwater, MN  
November 21, 2019 – 6:00 p.m. Meeting Minutes

**I. Call to Order:** The meeting was called to order at 6:01 p.m.

**II. Roll Call:** Present: Mike Ptacek, chair; Shelley Pearson, vice chair; Liz Weisberg, treasurer; Sarah Stivland, clerk; Mark Burns, director; Jennifer Pelletier, director; Tina Riehle, director. Absent: Superintendent Pontrelli, ex-officio.  
Student Representatives: Elise Riniker and Khuluc Yang

**III. Pledge of Allegiance:** Chair Ptacek led the Pledge of Allegiance.

**IV. District Mission and School Board Goals:** The mission statement was read by Director Burns and the goals were read by Director Riehle.

**V. Approval of the Agenda**

Chair Ptacek made a decision after discussion with Superintendent Pontrelli, to hold a work session with the School Board and Administration to spend more time learning about the English Language Curriculum. Action item E will be removed from the agenda. A work session will be held and some classroom observations will be made available for board members.

*Motion to approve the agenda with removal of Action item E by: Member Pearson; Second by: Member Weisberg, Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

**VI. Introductory Items**

- A. Assistant Superintendent Bob McDowell
  - Kindergarten packets were mailed out.
  - Superintendent Pontrelli is representing the district at another event this evening and is therefore unable to attend tonight's meeting.
- B. District Recognition:
  - Assistant Superintendent Bob McDowell recognized:  
Sara Damon who was awarded a Fulbright Distinguished Award in Teaching from the U.S. Department of State and the William J. Fulbright Foreign Scholar Board.  
Laura Larson who was awarded the 2019 Outstanding Contributor Award by the Minnesota Educational Facilities Management Professionals.
- C. Student Report: Elise Riniker and Khuluc Yang reported:
  - Khuluc reported on how the Student Council is working to ensure peers on student council are involved with the district and the community.
  - Elise shared a statement about value and trust for the teachers. The new ELA program is engaging and allowed learning and reading. Trust the teachers with the new ELA program.

**VII. Open Forum**

1. Julie Mock – English Literacy curriculum support. Legal expenses. Audit finding concerns.

2. Anita Fojtik-Craggs – Lakeland – Serves on the Community Design Team and perception that the work is honest and thoughtful.
3. Kris Olson – Stillwater – Hurdles that are obstructing the pace of student learning.
4. Garth Sherman – Woodbury – Member of the Community Design Team who is inspired by the process and shared the top priorities.
5. Amy Jungmann – Board legal costs and promises from the board.
6. Josiah Hill – 1124 Macey Way, Stillwater – Message from SCEA Executive Board with support for the ELA curriculum.
7. Beverly Petrie – 1317 Broadway St S, Stillwater – ELA support and the role of the board.
8. Carl Blondin – Stillwater – Weary of the lawlessness of the board. Operating out of public meetings.
9. Jeff Holtz – Lake Elmo – Participant of the Community Design Team – Widespread consensus is replacement of Lake Elmo and expansion of Brookview.
10. Amy Cook – Hudson – Feedback from students on their learning with the English Language curriculum.
11. George Hoepfner – Oak Park Heights – Secondary English Language curriculum support.
12. Meagan Sinks – Support for secondary ELA.
13. Amy Junko – Support for secondary ELA.
14. Andrea Schuler – State St, Bayport – Support for secondary ELA. Reconsider the proposal.
15. Liz Krueger – Boundary changes and multiple transitions for children.

## **VIII. Consent Agenda**

- A. Minutes of November 14, 2019 Business Meeting
- B. Minutes of November 14, 2019 Closed Meeting
- C. Disbursement Register November 16-November 22, 2019
- D. Accept Gifts and Donations October 2019
- E. Human Resources Personnel Report
- F. System Phone Service Upgrade
- G. Field Trip: For 1 teacher/advisor, 1+ chaperone and 35 students to travel to Columbia University, New York, NY, March 17-23, 2020 to attend the Columbia Scholastic Press Association Convention

*Motion by: Member Riehle to accept and approve; Second by: Member Stivland; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

## **IX. Reports**

- A. Community Design Team

A representative from the Cuningham Group provided updates on the activities of the Community Design Team in five workshops. Two remaining workshops will bring some cost estimating and ideas of phasing for discussion for finalizing of recommendation to the board. Frame work for the first three sessions focused on the vision, principles, and standards. Gap analysis reports were done on the schools and other district buildings. Many group members toured the buildings.

Next steps are to create some schemes that have cost associated. A proposal will be brought to the school board to have an additional work shop to get more opportunities for looking at the potential site specific strategies.

- B. Program and Course Changes

Ms. Larson reported to the board that the Curriculum Advisory Council, comprised of students, parents, community members, teachers, administrators and members of the Learning and Innovation Department, approved changes for the 2020-21 school year.

French Intermediate I & II, College in the Schools (CIS): Students will have the opportunity to take this course through the University of Minnesota College In the Schools program. After successfully completing this course,

students will receive college credit. This course would replace the AP French Language and Culture Course currently offered.

Sports and Society: This elective Psychology course will provide students with an understanding of the sports industry and the broader economic, political, environmental, cultural and social systems that apply to the world of sports. This course will replace Psychology B.

This will come before the board as a consent action item at the December 12 meeting.

C. 2019 District Enrollment

Ms. Hoheisel provided a comprehensive look at student enrollment including retention and history and where students are choosing to attend. There is a slight decrease in the number of non-resident students open enrolling into the schools. However, the reason for this is may be the available space in the school they want to attend. There was a slight increase in the number of students leaving our district for other public schools this year, but still lower than the peak in 2014-2015. Number of students choosing private schools has declined. The home school population has declined and those students attending charter schools continue to decrease since the peak in 2017-18. Overall market share has continued to increase. October 1 enrollment is 36 students higher than the K-12 budget projection. 80% of eligible kindergarten students chose our schools. 83% of preschool students stayed in Stillwater schools for kindergarten. Full report is available.

The following policies were presented for a second reading by Director Stivland.

- D. Policy 722-Public Data Requests – some of the changes from the MSBA model were reviewed and a section on the district's procedure for inspection of public data was added.
- E. Policy 401-Equal Opportunity Employment – minimal changes made to the MSBA model and customized to our district.
- F. Policy 402-Disability Nondiscrimination – minimal changes made to the MSBA model and customized for our district.

These policies will come for final reading at the next board meeting.

**X. Action Items**

A. Adopt Awarding/Ratifying Resolution for Sale of Bonds

Matt Rantapaa from R.W. Baird presented a ratifying resolution to award the sale of the Refunding Certificates of Participation. Bids were taken at 11 am today to purchase the refunding certificates. Piper Jaffray was awarded the as the winning bidder. The certificate was originally issued in 2011 to fund construction of the Early Child Family Center. \$827,493 will be saved over the remainder of the COP term by taxpayers. Request to adopt the resolution to award to Piper Jaffray and lock in the payment structure and savings.

*Motion to adopt a resolution to award the sale of the Refunding Certificates of Participation dated November 21, 2019 by Member Pelletier; Second by: Member Burns, Vote: 7 ayes; 0 nays, Motion Carried Unanimously.*

B. School Board Building Liaisons

Director Pearson reviewed the School Board Building Liaisons program and schedule of the next four semesters. Plan to extend the first semester through the end of January. At the December 3<sup>rd</sup> work session board members will also have an opportunity to talk with the principals. Ask that board members schedule a tour with the principal and attend at least one other school event. Recommend to revisit the program in the summer of 2020.

*Motion to approve the school board building liaisons program/schedule by: Member Stivland; Second by Member Weisberg; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.*

C. School Calendar 2020-2021

Dr. McDowell requested action on approval of Option A or B of the 2020-2021 School Calendar.

*Motion to approve Option B of the 2020-2021 School Calendar by: Member Pelletier; Second by Member Stivland; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.*

D. Final Reading of Policy 534-Unpaid Meal Charges

Director Stivland reviewed Policy 534.

*Motion to approve Policy 534 and remove policy SR 1.27 by: Member Pearson; Second by Member Weisberg; Vote: 7 ayes; 0 nays, Motion Carried Unanimously.*

E. Secondary Literacy Curriculum

Chair Ptacek removed from the agenda through the motion of adopting the agenda.

**XI. Board Reports**

A. Board Chair Report

- No report

B. Working Group Reports

1. Community Engagement – Director Pearson – Meeting held today. The World's Best Work Force Annual Meeting is scheduled on December 3 at 7 pm at Stillwater Middle School. Working to engage the senior community.
2. Finance and Operations – Director Weisberg – Last meeting was on October 29. Ricky Michel attended regarding payment to athletic referees, bond distribution sheet and draft of boundary changes were shared and will be put on the website. Did not have time to address the audit questions.
3. Legislative – Chair Ptacek – Legislative breakfast went very well. Meet and Greet with local legislators was cancelled. Possible meeting with area school district superintendents with Rep. Betty McCullum to address special education.
4. Policy – Director Stivland - Next meeting December 3.

C. Board Member Reports

1. Director Burns – Need for the board to come together and move forward
2. Director Weisberg – No report
3. Director Stivland – Literacy curriculum – Hope and goal to ensure that the board works together and students receive the best education we can provide.
4. Director Pearson – Thank you to those who worked on the calendar and those on the Community Design Team and thank you for the emails sent to board members. Report from the PAC and it is very successful. Kudos to Annette and her team.
5. Director Riehle – No report
6. Director Pelletier – Dressed up for reading literacy day. Thank the kids at Lake Elmo Elementary. Attended the Washington County Mental Health Committee. A great public servant has passed – Randy Kopesky. Thank the staff for the ELA work and feel we failed you.

**XII. Adjournment**

- A. The meeting adjourned at 9:21 p.m.

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