



Independent School District No. 834 – Stillwater Area Public Schools
Video Conference
March 11, 2021 – 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: Beverly Petrie, Chair, Alison Sherman, Co-Chair, Matt Onken, Treasurer, Annie Porbeni, Clerk, Katie Hockert, director, Tina Riehle, director.
- III. **Approval of the Agenda**

Motion to approve the agenda by: Member Onken; seconded by: Member Hockert; Vote: 6 ayes, 0 nays: Motion carried unanimously.

Liz Weisberg, director joined at 6:09 p.m.

IV. **Superintendent Report**

- Interim Superintendent Lansfeldt was able to meet with Senator Chamberlain this week to promote the AMSD education platform.
- At this point, any school district staff member who indicated that they would like to receive the COVID-19 vaccine should have received an email from one of the state vaccine sites to sign up for an appointment.
- The Minnesota State High School League (MSHSL) approved Section 211.01 of the MSHSL Constitution. This amendment provides for two superintendents to be added to the Board of Directors. These superintendents will be selected by the Minnesota Association of School Administrators (MASA).
- Paula Forbes will provide professional development to our district leadership team and our school board members. The series of training will bring people together, establish communications, set priorities and continue equity work.
- Attended the Stillwater Chamber Mixer at the JX Event Center along with Annette Salaman, Director of Community Education.
- High School students started back to school in-person on Monday, March 8, 2021

V. **Introductory Items**

A. **Student Report**

Mara provided a report on academics and Student Life -

- Students who have selected to stay online have the opportunity to interact with many of their classes via Zoom.
- Students who are taking the AP test this spring have received their schedules via school email. Tests are staggered throughout the end of the school year.

Brynn provided a report on Activities -

- Mara shared an update on high school sporting events. For more information, please visit: <https://goponies.org/>.

- B. Recognition - Roxy Humphrey, Andersen Elementary
Anna Wilcek, principal at Andersen Elementary recognized Roxy Humphrey, a fifth grade teacher at Andersen Elementary, who recently published her first children's book.

VI. Open Forum

- Pamela Carlson, Stillwater, MN - Thank you to students and staff.

VII. Consent Agenda

- A. Minutes of February 25, 2021 Business Meeting
- B. Minutes of March 4, 2021 Closed Meeting
- C. Disbursement Register – February 27, 2021 – March 12, 2021
- D. Human Resources Personnel Report
- E. Type III District Vehicles

Motion to approve the Consent Agenda Items B, C and E by: Member Onken; Second by: Member Hockert; Vote: 7 ayes, 0 nays: Motion carried unanimously.

Motion to approve the Consent Agenda Item A as corrected by: Member Riehle; Second by: Member Sherman; Vote: 7 ayes, 0 nays: Motion carried unanimously.

Motion to approve the Consent Agenda Item D by: Member Weisberg; Second by: Member Hockert; Vote: 7 ayes, 0 nays: Motion carried unanimously.

VIII. Reports

- A. On the Dial - Interim Superintendent Lansfeldt
Interim Superintendent Lansfeldt provided an update on the return to school for middle and high school students. She reviewed the operational capacity challenges and staffing shortages. She reported that all district staff members have been offered the opportunity to schedule a vaccine appointment through the state or county.
- B. Contract and Expenditures Reviews - Dr. John Thein, Director of Finance
This is an information report on the eight contracts from February 19, 2021 through March 4, 2021 for goods and services equaling less than \$50,000.00
- C. Enrollment & Finance Update - Mr. Mark Drommerhausen, Director of Operations and Dr. John Thein, Director of Finance
Mr. Drommerhausen shared 2021-2022 enrollment projections and Dr. Thein discussed the district's budget. This information was shared during the work session prior to the board meeting.
- D. Policy Number Alignment - Dr. Jennifer Cherry, Assistant Superintendent
Dr. Cherry shared that for the past several years, as policies have been revised or adopted a new numbering system has been utilized. This new numbering system follows the Minnesota School Board Association Model Policies. A number of existing district policies, not yet up for review by the Board, utilizes an older numbering system which is categorized by name/letters followed by a number. Having two different naming and numbering systems is confusing and makes finding and accessing district policies difficult. To create clarity and transparency around school district policy, moving to one numbering system is recommended.
- E. Online Learning Recommendation - Dr. Jennifer Cherry
Dr. Cherry updated that the interest in supporting online learning for the 2021-2022 school year was lower than anticipated. Staff will continue to develop flexible scheduling options and online courses. Staff will continue to work with families to meet the needs of students.

IX. Action Items

- A. Boundary Realignment - Mr. Mark Drommerhausen, Director of Operations
Mr. Drommerhausen presented Information regarding a proposed attendance boundary realignment for an existing and a proposed housing development at the corner of Hudson Road and Settlers Ridge Parkway in Woodbury at the February 25, 2021 School Board Business meeting.

Motion to approve the Attendance Area 32B North and 32B South Realignment by: Member Onken; Second by: Member Sherman; Vote: 7 ayes, 0 nays: Motion carried unanimously.

X. Board Reports

- A. Board Chair Report – Chair Petrie has been attending weekly MSBA informational meetings regarding the legislature. This is a funding year for the next two years. A letter was sent to Legislatures from various organizations dealing with education issues. A couple of requests in the letter were asking for help to mitigate the impact due to enrollment loss and to provide funding for summer school.
- B. Working Group Reports
 1. Finance and Operations - Nothing to report
 3. Legislative - Chair Petrie reported this in her Board Chair Report
 4. Policy - Next meeting is on March 17, 2021
- C. Member Reports:
 - Director Weisberg reported that Community Ed has a negative budget balance due to childcare provided during the pandemic. There are some legislative bills that could possibly give some relief. She is also requesting information from the administration from the 2019 audit on the corrective actions and a complete accounting expense on the bus terminal for the upcoming Finance and Operations meeting.
 - Dr. Hockert will be participating in District 916 Superintendent interviews.

XI. Adjournment

- A. The meeting adjourned at 8:30 p.m.

Respectfully submitted, Annie Porbeni, Clerk