



**Independent School District 834
Video Conference
School Board Business Meeting Agenda – February 11, 2021 6:00 p.m.**

- I. **Call to Order**
- II. **Roll Call**
- III. **Approval of Agenda**
- IV. **Superintendent Report**
- V. **Introductory Items**
 - A. Student Report
 - B. Recognition – Sara Abraha – Young Women’s Initiative Cabinet
- VI. **Open Forum**

Fifteen speakers will be allotted three minutes each to speak
- VII. **Consent Agenda**
 - A. Minutes of January 21, 2021 Business Meeting
 - B. Minutes of January 26, 2021 Closed Meeting
 - C. Minutes of January 26, 2021 Special Meeting
 - D. Disbursement Register – January 23, 2021 – February 11, 2021
 - E. Pay Equity Compliance Report
 - F. Human Resources Personnel Report
- VIII. **Reports**
 - A. On the Dial Learning Update – Interim Superintendent Lansfeldt
 - B. Referendum Timeline - Interim Superintendent Lansfeldt
 - C. School Board Recognition Week – Interim Superintendent Lansfeldt
 - D. Contract Reviews - January 15, 2021- February 4, 2021 – Dr. John Thein
- IX. **Action Items**
 - A. Chiller #1 Internal Inspection and Overhaul – Mark Drommerhausen
 - B. Upper Lakes Foods, Inc. Renewal for 2021-2022 – Mark Drommerhausen
- X. **Board Member Reports**
 - A. Board Chair Report
 - B. Working Group Reports
 - 1. Community Engagement
 - 2. Finance and Operations
 - 3. Legislative
 - 4. Policy
 - C. Board Member Reports
- XI. **Adjournment**
 - A. Adjourn

In response to guidance from the Centers for Disease Control and Prevention (CDC) on social distancing, the school board meeting will be available to the public to watch online only. The meeting will be web streamed live and archived on the district’s website. Future board meetings may be conducted electronically until CDC recommendations related to the COVID-19 situation change



Agenda Item I.
Date Prepared: January 25, 2021
ISD 834 Board Meeting

Agenda Item: Call to Order
Meeting Date: February 11, 2021

Background:

The School Board Chair will call the meeting to order.

Recommendation:

Board action is not required.



Agenda Item II.
Date Prepared: January 25, 2021
ISD 834 Board Meeting

Agenda Item: Roll Call
Meeting Date: February 11, 2021

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

Beverly Petrie, Chair

Alison Sherman, Vice Chair

Matt Onken, Treasurer

Annie Porbeni, Clerk

Katie Hockert, Director

Tina Riehle, Director

Liz Weisberg, Director

Malinda Lansfeldt, Interim Superintendent, Ex-Officio

Recommendation:

Board action is not required.



Agenda Item III.
Date Prepared: January 25, 2021
ISD 834 Board Meeting

Agenda Item: Approval of the Agenda
Meeting Date: February 11, 2021

Background:

Once quorum has been established the School Board Chair will request approval of the meeting agenda.

Recommendation:

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

Motion by: _____ **Seconded by:** _____ **Vote:** _____



Agenda Item IV.
Date Prepared: January 25, 2021
ISD 834 Board Meeting

Agenda Item: Superintendent Report
Meeting Date: February 11, 2021

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.

Recommendation:

Board action is not required.



Agenda Item V.
Date Prepared: January 25, 2021
ISD 834 Board Meeting

Agenda Item: Introductory Items
Meeting Date: February 11, 2021
Student Report and District Recognition

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.

Recommendation:

Board action is not required.



Agenda Item VI.
Date Prepared: January 25, 2021
ISD 834 Board Meeting

Agenda Item: Open Forum
Meeting Date: February 11, 2021

Background:

Open Forum Expectations during COVID-19 Pandemic

School board meetings will be held electronically until further notice. 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. A sign-up for Open Forum speakers will be available online on the board webpage from 3-4 p.m. on the day of the board meeting, to provide time for instructions to connect to the meeting to be sent to speakers.

You may sign in only for yourself, not other individuals or groups. The order of speakers will be established on a first-come, first-served basis. Due to time limitations, we will limit the number of speakers to 15 for 3 minutes each. You will need the ability to join the meeting electronically either by phone or online. You will receive instructions for joining the meeting 30-60 minutes prior to the start of the meeting. 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. If you spoke at the last meeting, please consider allowing others to speak before you.

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. Vulgarities, 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.

Recommendation:

This is for informational purposes only.



Agenda Item VII. A.B.C.D.E.F.
Date Prepared: January 25, 2021
ISD 834 Board Meeting

Agenda Item: Consent Agenda
Meeting Date: February 11, 2021
Contact Person: Varies by item

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 Regular Meeting Minutes January 21, 2021

Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary
A copy of the minutes is included for your review.

B. School Board Closed Meeting Minutes January 26, 2021

Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary
A copy of the minutes is included for your review.

C. School Board Special Meeting Minutes January 26, 2021

Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary
A copy of the minutes is included for your review.

D. School Board Meeting Disbursement Register January 23 to February 11, 2021

Contact Person: Dr. John Thein, Director, Finance
A copy of the register has been distributed to board members.

E. Pay Equity Compliance Report

Contact Person: Cindy Gustafson, Executive Director of Administrative Services
A copy of the report has been distributed to board members.

F. Human Resources Personnel Report

Contact Person: Cindy Gustafson, Executive Director of Administrative Services
A summary of personnel transactions for the month is included for your review.

Recommendation:

BE IT RESOLVED by the School Board of Independent School District 834 – Stillwater Area Public Schools that Consent Agenda Items A through F 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
Video Conference
January 21, 2021 – 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: Beverly Petrie, Chair, Alison Sherman, Co-Chair, Matt Onken, Treasurer, Annie Porbeni, Clerk, Katie Hockert, director, Tina Riehle, director, Liz Weisberg, director
- III. **Approval of the Agenda**

Motion to approve the agenda by: Member Onken; seconded by: Member Hockert; Vote: 7 ayes, 0 nays: Motion Carried Unanimously.

IV. **Superintendent Report**

- Interim Superintendent Lansfeldt met with Congresswoman Betty McCollum and stressed the need for vaccines.
- Preschool teachers are doing a phenomenal job and the students are engaged and happy.
- We launched a new website and are excited to have it available for our staff and families.
- Paraprofessional Recognition is the week of January 25 through 31, 2021. Paraprofessionals are individuals who work in a variety of positions in a school district.
- Report cards for Semester 1 will be available in the next few weeks.

V. **Introductory Items**

A. **Student Report**

Mara provided a report on academics and Student Life -

- Friday, January 22, 2021 is the last day of 1st semester. Students can find the second semester information via [Skyward Family Access](#).
- The Yearbook Pre-Order Sales deadline is coming up on January 29. Please visit www.jostens.com to order a yearbook.
- Student Leadership group is preparing for the Racial Equity and Inclusion Conference.
- All students eat free this year thanks to federal funding.
- National Honor Society (NHS) Coffee House will have their Community Talent show on Friday, January 22 at 7:00 p.m.
- National Honor Society (NHS) is hosting a Blood Drive on February 19. Registration will be open to the public on January 22.
- Choir will videotape concerts on Friday, January 22. You will be able to view these at a later date through Valley Access.

Brynn provided a report on Activities -

- Many winter Sports have begun. To watch the sporting events, log onto <https://goponies.org/page/2920/mn>. Thank you to parents for helping with live streaming these sports events.

B. **Recognition**

Interim Superintendent Lansfeldt introduced Girls Varsity Basketball Coach, Willie Taylor, Assistant Head Coach, Dean Stambaugh, Junior Varsity Coach, Andrea Dubose and B Squid Coach, Tim Peper who recognized Gionna Carr and Alexis Pratt. She also introduced Boys Varsity Basketball Coach, Brady Hannigan, who recognized Anthony Ingram and Samuel Shikenjanski.

VI. Open Forum

- No speakers signed up.

VII. Consent Agenda

- A. School Board Closed Meeting Minutes January 7, 2021
Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary
A copy of the minutes is included for your review.
- B. School Board Regular Meeting Minutes January 7, 2021
Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary
A copy of the minutes is included for your review.
- C. School Board Special Meeting Minutes January 12, 2021
Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary
A copy of the minutes is included for your review.
- D. School Board Meeting Disbursement Register January 9 to January 22, 2021
Contact Person: Dr. John Thein, Director, Finance
A copy of the register has been distributed to board members
- E. Accept Gifts and Donations - November and December 2020
Contact Person: Dr. John Thein, Director, Finance
A copy of the register has been distributed to board members.
- F. Treasurer's Report – June through December, 2020
Contact Person: Dr. John Thein, Director, Finance
A copy of the register has been distributed to board members.
- G. Human Resources Personnel Report
Contact Person: Cindy Gustafson, Executive Director of Administrative Services
A summary of personnel transactions for the month is included for your review.

Motion to approve the Consent Agenda Items A - G by: Member Onken; Second by: Member Sherman; Vote: 7 ayes, 0 nays: Motion Carried Unanimously.

VIII. Reports

- A. On the Dial - Interim Superintendent Lansfeldt
Interim Superintendent Lansfeldt shared the changes to Minnesota's safe learning plan and the projected grades 6 through 12 return to school timeline.
- B. Contract and Expenditures Reviews
Dr. Thein shared the following contracts from January 1 to 14, 2021.
 - Larson Engineering for design and bid specifications – for 2021 pavement rehab projects. Time and material for these projects will not exceed \$50,000.00.
 - WOLD – Roof replacement project at Oak Park Elementary during the summer of 2021 for a cost of \$31,875.00.

IX. Action Items

- A. Amended 2020-2024 Transportation Contract – MTN Bus Co. - Mr. Libengood
Mr. Libengood shared that due to the COVID-19 Pandemic, an amended contract was agreed upon on January 12, 2021.

Motion to approve the Amended 2020-2024 Transportation Contract by: Member Sherman; Second by: Member Porbeni; Vote: 7 ayes, 0 nays: Motion Carried Unanimously.

- B. Wold Architects and Engineers - Professional Services - Mr. Drommerhausen

Mr. Drommerhausen shared the Wold Architects and Engineers proposal for architectural and engineering services for the upcoming summers Long Term Facilities Maintenance projects.

Motion to approve the Wold Architects and Engineers proposal for architectural and engineering services for the upcoming summers Long Term Facilities Maintenance projects by: Member Sherman; Seconded by: Member Hockert; Vote: 7 ayes, 0 nays: Motion Carried unanimously.

C. 10th Grade ELA Expenditures - Ms. Larson

Mr. Larson shared that as part of the board approved Secondary ELA Curriculum proposal at the January 23, 2020 School Board Business Meeting, this request is for 10th grade curriculum and professional development through Houghton Mifflin Harcourt.

Motion to approve the 10th grade curriculum and professional development through Houghton Mifflin Harcourt by: Member Porbeni; Second by: Member Hockert; Vote: 7 ayes, 0 nays: Motion Carried Unanimously.

D. 2021-2022 Calendar - Dr. Cherry

Dr. Cherry shared the two options proposed for the 2021-2022 School Calendar. Administration is recommending option 1 for the 2021-2022 school calendar.

Motion to approve the 2021-2022 School Calendar by: Member Sherman; Second by: Member Porbeni; Vote: 5 ayes, 2 nays (Riehle, Weisberg): Motion Carried.

E. School Board Member Assignments 2021 - Chair Petrie

Chair Petrie shared appointed board committees and working groups for 2021.

Motion to approve the appointed board committees and working groups for 20201 by: Member Onken; Second by: Member Sherman; Vote: 7 ayes, 0 nays: Motion Carried Unanimously.

XI. Board Reports

A. Board Chair Report – No report

B. Working Group Reports

1. Community Engagement - Nothing to report
2. Finance and Operations - Director Onken reported that one of the Chillers at the high school is in need of refurbishing. This will be covered under the Long Term Maintenance Facility funds.
3. Legislative - Nothing to report
4. Policy - Nothing to report

C. Member Reports:

- Director Weisberg would like to acknowledge the following twenty plus year retirees; Debra Gray, Robert McGinnis, Michelle Pentland and Susan Traxler. Congratulations and thank you for your services in our district.

XII. Adjournment

A. The meeting adjourned at 7:59 p.m.

Respectfully submitted, Annie Porbeni, Clerk



Independent School District 834 – Stillwater Area Public Schools
Video Conference
School Board Closed Meeting Minutes
January 26, 2021

I. The meeting was called to order at 4:45 p.m.

II. Roll Call

Members present: Katie Hockert, Matt Oken, Bev Petrie, Annie Porbeni, Tina Riehle, Alison Sherman, Liz Weisberg

Others present: Malinda Lanfeldt, John Thein, Mark Drommerhausen, Lance Libengood, Peter Mikhail, David Sienko, Candy Landon, Scott Lucas

III. The Board adjourned to a closed meeting at 4:45 p.m. pursuant to Minnesota Statutes § 13D.05, Subd. 3(b) for a confidential attorney-client discussion regarding pending litigation in the matter *ISD No. 834 v. EN Properties, LLC, et al*

Motion by: Member Hockert; Second by: Member Sherman; Vote: 7 ayes, 0 nays, motion carried unanimously.

IV. Closed session adjourned at 5:22 p.m. to Special Meeting

Respectfully submitted by Annie Porbeni, clerk.



Independent School District 834 – Stillwater Area Public Schools
Video Conference
School Board Special Meeting Minutes
January 26, 2021

- I. Call to Order: The meeting was called to order at 4:30 p.m.
- II. Roll Call
Members present: Katie Hockert, Matt Onken, Bev Petrie, Annie Porbeni, Tina Riehle, Alison Sherman, Liz Weisberg

Adjourn to Closed Session

The Board adjourned to a closed meeting at 4:30 p.m. pursuant to Minnesota Statutes § 13D.05, Subd. 3(b) for a confidential attorney-client discussion regarding pending litigation in the matter *ISD No. 834 v. EN Properties, LLC, et al*

Motion by: -Member Hockert; Second by: Member Porbeni; Vote: 7 ayes, 0 nays,; Motion Carried Unanimously.

- III. Approval of the Agenda

Motion to approve the agenda by: Member Hockert; seconded by: Member Sherman; Vote: 7 ayes, 0 nays: Motion Carried Unanimously.

- IV. Action Items

- A. Learning Model Change - Interim Superintendent Lansfeldt
Superintendent Lansfeldt shared information about the district's plan to slowly bring students back to school, as reported during the January 21, 2021 School Board Meeting.

Motion to approve students in grade 6-12, students identified for in person support would return on February 16. On March 1 students in grade 6, as well as 4-5 GATE students would return. All 7-8 graders would come back on March 15 and 9-12 students would return April 5.by: Member Onken; seconded by: Member Sherman; Vote: 5 ayes, 2 nays (Riehle, Weisberg): Motion Carried.

- V. Adjournment

- A. The meeting adjourned at 6:45 p.m.

Respectfully submitted by Annie Porbeni, clerk.



Agenda Item VII. E.
Date Prepared: January 31, 2021
ISD 834 Board Meeting

Consent Agenda Item: Pay Equity Compliance Report
Meeting Date: February 11, 2021
Contact Person: Cindy Gustafson, Director of Human Resources

Background:

The Local Government Pay Equity Act M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920 require that school districts submit a Pay Equity Compliance Report every three years. This report is completed in order to provide verification to the state that the District has established equitable compensation relationships between job classes of comparable work value.

This report has been completed and all appropriate analytical tests run. The results of the analytical tests indicate that the District is in compliance with Pay Equity laws. A copy of the Posting Notice is attached.

Recommendation:

School Board approval of the compliance report is requested.

Posting date: 2/4/2021

Jurisdiction Name: Stillwater Area Schools

NOTICE TO POST

2021 Pay Equity Report

This jurisdiction is submitting a pay equity implementation report to Minnesota Management & Budget as required by the Local Government Pay Equity Act, Minnesota Statutes 471.991 to 471.999. The report must be submitted by January 31, 2021.

The report is public data under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. That means that the report is available to anyone requesting this information.

This notice is being sent to all union representatives (if any) in this jurisdiction. In addition, this notice must remain posted in a prominent location for at least 90 days from the date the report was submitted.

For more information about this jurisdiction's pay equity program, or to request a copy of the implementation report, please contact:

Cindy Gustafson, Director of HR

1875 Greeley St S Stillwater MN 55082

651-351-8319

(local contact person's name, address, telephone)

For more information about the state pay equity law, you may contact the Pay Equity Office at:

pay.equity@state.mn.us

Pay Equity Office
Minnesota Management & Budget
400 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155



Notice of Pay Equity Compliance

Presented to

ISD No. 834 - Stillwater

For successfully meeting the requirements of the Local Government Pay Equity Act M.S. 471.991 - 471.999 and Minnesota rules Chapter 3920. This notice is a result of an official review of your 2020 pay equity report by Minnesota Management & Budget.

Your cooperation in complying with the local government pay equity requirements is greatly appreciated.

February 05, 2021

Date

Myron Frans, Commissioner

RETIREMENT/RESIGNATION/RELEASE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Bauer, Steven	Resigned	Paraprofessional 6.0 hrs/day Stonebridge Elementary School	SCPA	January 23, 2021
Beedle, Jackie	Retirement (22 years)	Paraprofessional 7.0 hrs/day Transition/Stillwater Area High School	SCPA	February 4, 2021
Lenarz, Jane	Retirement (14 years)	1.0 FTE Elementary Education Teacher Andersen Elementary	SCEA	June 7, 2021
Shimek, Sarah	Resigned	Community Education Site Lead 8.0 hrs/day Andersen Elementary School	CE Leads & Assistants	January 22, 2021
Utech, Barbara	Resigned	Community Education Assistant 21.0 hrs/week Lake Elmo Elementary School	CE Leads & Assistants	December 11, 2020

HIRES/REHIRES

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Almer, Mariah	Health Paraprofessional 6.5 hrs/day Lake Elmo Elementary School	\$16.31 / hour	Replacement	SCPA	February 15, 2021
Barnholdt, Lisa	Interim Assistant Principal - Middle School Stillwater Middle School	\$109,649	Replacement	Principals	January 27, 2021 - June 30, 2021
Bayers, Lisa	Cafeteria 4.0 hrs/day Stonebridge Elementary School	\$15.28 / hour	Replacement	Cafeteria	February 2, 2021
Benjamin, Adrian	Community Education Casual District Wide	\$12.00 / hour	Replacement	Casual	January 13, 2021
Chaet, Julie	Community Education Assistant 4.0 hrs/day Stonebridge Elementary School	\$15.20 / hour	Replacement	CE Leads & Assistants	February 1, 2021
Dinzeo, Nichole	Community Education Site Lead 8.0 hrs/day Andersen Elementary School	\$19.39 / hour	Replacement	CE Leads & Assistants	January 27, 2021
Donner, Emily	Assistant Alpine Ski Coach Stillwater Area High School	\$860	Replacement	Co-Curricular	January 4, 2021
Durant, Kelly	Paraprofessional 6.0 hrs/day Lily Lake Elementary School	\$16.12 / hour	Replacement	SCPA	February 10, 2021
Fort, Christina	Behavior Paraprofessional 7.0 hrs/day Rutherford Elementary School	\$16.50 / hour	Replacement	SCPA	January 27, 2021
Junko, Mary	Paraprofessional 6.25 hrs/day Lily Lake Elementary School	\$16.12 / hour	Replacement	SCPA	January 27, 2021
Kalka, Joseph	Paraprofessional 6.0 hrs/day Stonebridge Elementary School	\$16.31 / hour	Replacement	SCPA	January 19, 2021
Kummer, Jeanelle	Cafeteria 4.0 hrs/day Stonebridge Elementary School	\$15.20 / hour	Replacement	Cafeteria	February 8, 2021
Mishek, Gretchen	Community Education Assistant 10.0 hrs/week Andersen Elementary School	\$15.00 / hour	Replacement	CE Leads & Assistants	February 1, 2021
Ouzounian, Ashley	Human Resources Supervisor Central Services	\$87,479	Replacement	CSS	February 15, 2021
Neitz, Abigail	Community Education Casual District Wide	\$15.00 / hour	Replacement	Casual	January 13, 2021
Nochez, Cindy	Paraprofessional 6.0 hrs/day Rutherford Elementary School	\$16.50 / hour	Replacement	SCPA	January 27, 2021
Schilling, Amy	Community Education Assistant 5.4 hrs/day Rutherford Elementary School	\$15.20 / hour	Replacement	CE Leads & Assistants	February 1, 2021
Schlenker, Theresa	Health Paraprofessional 6.5 hrs/day Stillwater Area High School	\$18.14 / hour	Replacement	SCPA	March 15, 2021
Silva, Lauren	Community Education Casual District Wide	\$13.25 / hour	Replacement	Casual	February 6, 2021
Stack, Katelyn	Community Education Casual District Wide	\$12.00 / hour	Replacement	Casual	February 1, 2021
Stafne, Kayla	Community Education Casual District Wide	\$13.25 / hour	Replacement	Casual	January 13, 2021

SPECIAL EDUCATION PROBATIONARY TEACHER RELEASES

Hibbard, Kalyne	Release	1.0 FTE Speech Pathologist Lake Elmo Elementary	SCEA	June 7, 2021
Hickel, Amanda	Release	1.0 FTE Special Education Teacher Brookview Elementary	SCEA	June 7, 2021
Wickoren, Brittney	Release	.50 FTE Speech Pathologist Lake Elmo & Stonebridge Elementary	SCEA	June 7, 2021

LEAVES OF ABSENCE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Blackwell, June	Approve	Paraprofessional 6.5 hrs/day Oak-Land Middle School	SCPA	January 27, 2021-February 11, 2021
Henderson, Kelsie	Approve	Paraprofessional 6.25 hrs/day Lily Lake Elementary School	SCPA	February 5, 2021-April 9, 2021
Henry, Katie	Approve	1.0 FTE Elementary Education Teacher Lake Elmo Elementary	SCEA	March 19, 2021 - June 7, 2021

ASSIGNMENT CHANGES

NAME	FROM	TO	REASON	GROUP	EFFECTIVE DATE
Cochlin, Laura	.5 FTE Intervention Teacher Afton-Lakeland Elementary/Andersen Elementary	.5 FTE Intervention Teacher/.5 FTE Instruct. Coach Afton-Lakeland Elementary/Andersen Elementary	Replacement	SCEA	February 1, 2021 - June 7, 2021
Hanson, Alexandra	Health Paraprofessional 4.0 hrs/day St Croix Catholic	Health Paraprofessional 6.5 hrs/day Andersen Elementary School	Replacement	SCPA	January 22, 2021
Gosso, Deborah	Cafeteria 4.5 hrs/day Lake Elmo Elementary School	Cafeteria 5.25 hrs/day Lake Elmo Elementary School	Replacement	Cafeteria	February 1, 2021
Kent, Jean	Paraprofessional 2.50 hrs/day Early Childhood Family Center	Paraprofessional 4.0 hrs/day Early Childhood Family Center	Replacement	SCPA	January 26, 2021
Klatt, Vanessa	Community Education Assistant 20.0 hrs/week Lake Elmo Elementary School	Community Education Assistant 22.0 hrs/week Lake Elmo Elementary School	Replacement	CE Leads & Assistants	January 28, 2021
Kummer, Jeanelle	Cafeteria 4.0 hrs/day Stonebridge Elementary School	Cafeteria 4.5 hrs/day Lake Elmo Elementary School	Replacement	Cafeteria	February 8, 2021
Lickness, Janis	Paraprofessional 6.0 hrs/day Stonebridge Elementary School	Paraprofessional 6.5 hrs/day Stonebridge Elementary School	Replacement	SCPA	January 27, 2021
Tipke, Margo	Paraprofessional 6.5 hrs/day Transition Oak Park	Paraprofessional 7.0 hrs/day Transition Oak Park	Replacement	SCPA	February 5, 2021
Van Tassel, Karen	Cafeteria 4.5 hrs/day Lake Elmo Elementary School	Cafeteria 5.5 hrs/day Rutherford Elementary School	Replacement	Cafeteria	February 8, 2021

ADDITIONAL ASSIGNMENTS

NAME	Position	Reason	Group	EFFECTIVE DATE
Mans-Vail, Savannah	Paraprofessional 8.0 hrs/week Brookview Elementary School	Replacement	SCPA	January 27, 2021
Meister, Kailea	Paraprofessional 8.0 hrs/week Early Childhood Family Center	Replacement	SCPA	February 8, 2021



Agenda Item: VIII. A.
Date Prepared: January 25, 2021

Agenda Item: On the Dial Learning Update
Meeting Date: February 11, 2021
Contact Person: Interim Superintendent Malinda Lansfeldt

Background:

Interim Superintendent Lansfeldt will provide an update on the district's learning model.

No Action required.



Agenda Item: VIII. B.
Date Prepared: February 4, 2021

Agenda Item: Referendum Timeline
Meeting Date: February 11, 2021
Contact Person: Interim Superintendent Malinda Lansfeldt

Background:

Interim Superintendent Lansfeldt will provide an update on the referendum timeline.

No Action required.



Referendum Timeline & Considerations

Presented to the School Board
Feb. 11, 2021

Counting
Down To
Nov. 2,
2021

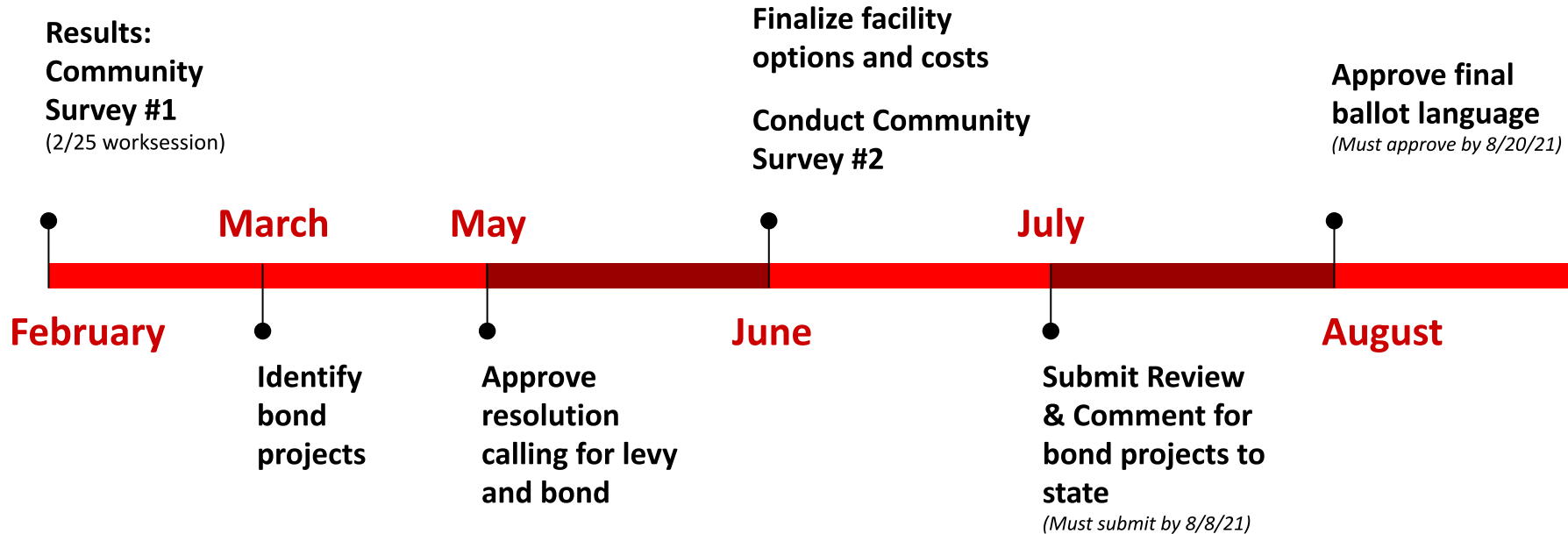
2021

JANUARY							FEBRUARY							MARCH							APRIL						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	1	2		31	1	2	3	4	5	6	28	1	2	3	4	5	6	28	29	30	31	1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28	1	2	3	4	5	6	28	29	30	31	1	2	3	25	26	27	28	29	30	1
31	1	2	3	4	5	6	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
MAY							JUNE							JULY							AUGUST						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	1	30	31	1	2	3	4	5	27	28	29	30	1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30	1	2	3	25	26	27	28	29	30	31	29	30	31	1	2	3	4
30	31	1	2	3	4	5	4	5	6	7	8	9	10	1	2	3	4	5	6	7	5	6	7	8	9	10	11
SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
29	30	31	1	2	3	4	26	27	28	29	30	1	2	31	1	2	3	4	5	6	28	29	30	1	2	3	4
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
26	27	28	29	30	1	2	24	25	26	27	28	29	30	28	29	30	1	2	3	4	26	27	28	29	30	31	1
3	4	5	6	7	8	9	31	1	2	3	4	5	6	5	6	7	8	9	10	11	2	3	4	5	6	7	8

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Printable Calendars by [Betacalendars.com](https://betacalendars.com)

Key Dates & School Board Decision Points



Considerations

- **By March:** Need to identify bond projects so work can begin to create schematics and cost projections (required for Review & Comment)
- **By May:** Need to have an idea of number of ballot questions, dollar amount and purpose in order to draft Community Survey #2 questions
- **Summer:** Messaging and communications developed for informational campaign
- **By August:** Need to have final ballot language approved and submitted to county

September - November 2, 2021:

Informational campaign to help voters understand the request

Questions?



Agenda Item VIII. C.
Date Prepared: February 5, 2021
ISD 834 Board Meeting

Agenda Item: School Board Recognition Week
Meeting Date: February 11, 2021
Contact Person: Interim Superintendent Lansfeldt

Background:

The Minnesota School Board Association has declared the week of February 22 through 26, 2021 as School Board Recognition Week.

Interim Superintendent Lansfeldt will read a proclamation recognizing the work of the school board members.

Attachment – School Board Recognition Proclamation

Recommendation:

This report is for information and Board action will not be requested.



SCHOOL BOARD RECOGNITION PROCLAMATION

WHEREAS, Stillwater Area Public Schools recognizes the importance of public education in our community; and

WHEREAS, Stillwater Area Public Schools appreciates the vital role played by those individuals who, as local school board members, establish policies to ensure an efficient, effective school system; and

WHEREAS, school board members serve as a voice that enables our community to preserve local management and control of our public schools; and

WHEREAS, school board members are charged with representing our local education interests to state and federal governments and ensuring compliance with state and federal laws; and

WHEREAS, school board members selflessly devote their knowledge, time and talents as advocates for our schoolchildren;

WHEREAS, local school board members are strong advocates for public education and responsible for communicating the needs of the school district to the public and the public's expectations to the district;

NOW THEREFORE, BE IT PROCLAIMED, that Stillwater Area Public Schools recognizes and salutes the members of the School Board by proclaiming February 22-26, 2021, as School Board Recognition Week.



Agenda Item VIII. D.
Date Prepared: January 15, 2021
ISD 834 Board Meeting

Report Agenda: Contract and Expenditure Reviews

Meeting Date: February 11, 2021

Contact Person: Dr. John Thein, Director of Finance

Summary

The school board requested a change to contract and expenditure procedures to enhance clarity and consistency. At the October 8, 2020 business board meeting it was approved, effective immediately, a new procedure for contracts within the administration's authority less than \$50,000 now must be brought to the Board after execution. All such contracts are brought to the board for informational purposes.

Below is a list of contracts from January 15, 2021 to February 4, 2021.

- Affinitech – Installation and labor costs at Lily Lake for mics and cameras for zoom meetings. Cost is \$4,058.48.
- Affinitech – Purchased ViewSonic TVs and extended warranties for the 7 elementary music rooms. Cost is \$19,870.62.
- Autumn Enloe Nutrition, LLC – Adult Enrichment Classes – Metabolism Makeover and Your Guide to Gut Health in January 2021. Cost is \$20 per person.
- Bus Terminal – Drainage and Utility Easement between ISD #834 (Grantor) and the City of Lake Elmo. ISD #834 (Grantor) desires to grant to the City of Lake Elmo an easement. This would give the City of Lake Elmo, its contractors, agents and employees to enter the premises at all reasonable times for the purpose of locating, constructing, reconstructing, operating, maintaining, inspecting, altering and repairing the utilities, drainage ways and stormwater facilities in the described easement area.
- Bus Terminal – Amended Stormwater Maintenance and Easement Agreement between ISD #834, Developer and City of Lake Elmo. Developer and City desire to amend and replace Exhibits A, B and C in the agreement, as they were incomplete.
- CHEM Tennis – This is a youth athletic class teaching tennis and pickleball skills along with developing character, hand, eye and mind = CHEM from January through February 2021 (5 sessions). Cost is \$85.00 per child.
- ClassLink – Renewal license from February 1, 2021 to January 31, 2022 for a Single-Sign On program for educators/families. Cost is \$22,310.00.
- Cummins Sales and Service – Fire pump repair at SAHS. Cost is \$3,954.09 (inspection cost \$1,015.27 and repair cost \$2,938.82).



- Dance and Entertainment Studios – Variety of dance classes offered (Foxtrot & Cha-Cha, Tango & Swing, West Coast Swing & Salsa, etc.) starting in March through December 2021. Each 4 week session costs \$60.00 per person.
- KidCreate Studio – Doodlebugs and Flutterbys for age 18 months to 6 years. Cost is \$49 per child. Various Art Kits for age 5-12 years. Cost is \$12.00 per kit. Paint on Canvas Art Kit Camp for age 5-12 years. Cost is \$40 per kit. Starting February through March 2021.
- Photo Organization/Print & Digital – Online classes via Zoom starting in February through April 2021. Cost is \$20.00 per person.
- Rather Bee Crafting – Arts and Crafts classes. Barn Quilt Painting Kits – cost is \$40 per kit. Reversible porch sign class held on May 11, 2021, cost is \$40 per child. Pizza Garden class on May 15, 2021, cost is \$20 per child.
- Soccer Shots - This is a high-energy program introducing children to fundamental soccer principles and skills using fun games, songs and positive reinforcement. Spring classes (March 29th to June 5th) cost is \$140.00 per child and summer classes (June 21st to August 28th) cost is \$115.00 per child.
- Tech Academy/Computer Explorers – Online Technology Classes from January to June 2021. Cost is 4 hours at \$60 per participant.
- The Zephyr Theatre – Provide direction and staff for “PUPPETS - Farm Animals” for grades K-2 and “Hollywood Drive-in Musical” for grades K-3. Starting January 30 and ending before May 30, 2021. Cost per student is \$140 for K-2 and \$180 for K-3.
- Tierney – 75” CleverTouch Impact Plus on a rolling cart utilizing Zoom for video conferencing for Transition program at Oak Park Heights. Cost is \$6,110.63.
- Wahoo! Adventures – Family Fun Moon Snowshoe & Bonfire Picnic on Saturday, February 27, 2021. Cost is \$25 per person.

Recommendation:

This is a report for information.



Agenda Item IX. A.
Date Prepared: January 21, 2021
ISD 834 Board Meeting

Agenda Item: Chiller #1 Internal Inspection and Overhaul
Meeting Date: February 11, 2021
Contact Person: Mark Drommerhausen, Director of Operations

Background:

Johnson Controls Inc. has proposed an internal inspection and compressor overhaul on Chiller #1 at Stillwater Area High School for a value of \$86,486.00. This preventative maintenance will extend the life of the original SAHS cooling plant installed in 1993. This is the last of the three chillers to be overhauled. To keep this project proceeding in a timely fashion, additional items needing replacement could be discovered during the internal inspection and would be part of this approval.

Location(s): Stillwater Area High School

Project Name: Chiller #1 Internal Inspection and Overhaul

Fund: Long Term Facilities Maintenance

Fund Description: Mechanical Systems

Item: Chiller #1 Internal Inspection and Overhaul

Amount: \$86,486.00

Other:

Recommendation:

A motion and a second to approve the Chiller#1 Internal Inspection and Overhaul will be requested.

Motion by: _____ **Seconded by:** _____ **Vote:** _____

EXPENDITURE APPROVAL FORM

Fiscal Year 2020-2021

Instructions: This form is to be completed any time a lease, purchase, or contract for goods or services exceeds \$50,000.

REQUESTED BY: Mark Drommerhausen **DATE:** 1/21/2021

DESCRIPTION OF REQUEST

Johnson Controls Inc. has proposed an internal inspection and compressor overhaul on Chiller #1 at Stillwater Area High School. This preventative maintenance will extend the life of the original SAHS cooling plant installed in 1993. This is the last of the three chillers to be overhauled. To keep this project proceeding in a timely fashion, additional items needing replacement could be delivered during the internal inspection and would be part of this approval.

FINANCIAL IMPACT

\$ 86,468.00 (approximate) with potential for additional items needing replacement during inspection

Budget(s) Impacted: \$86,468.00 currently approved under long-term facility maintenance revenue.

Is This a One-Time Expenditure?

☒ **Yes**, once implemented there will be no ongoing costs

☐ **No**, it will need to be funded indefinitely

☐ **No**, it will need to be funded for Fiscal Years 2020-?

Is there an off-setting revenue source(s)?

☒ **Yes** List Source(s): Long-Term Facilities Maintenance

☐ **No**

PROGRESS MONITORING

Work to be completed as soon as possible



Johnson Controls, Inc.
2605 Fernbrook Lane North
Plymouth, MN 55447

Service: 866-854-4733
Fax: 763-585-5169

To: Stillwater High School
Attn: Tony Willger

From: John Sterner
Pages: 2

Date: December 9, 2020
Fax:

Proposal

Project: Chiller #1 Overhaul

JCI/York proposes to perform an internal compressor overhaul and inspection on your York Chiller # 1 with model # YTD3D3C1-CJFS to repair leaks and identify potential bearing and seal wear. Benefits of performing this factory recommended inspection include; improved reliability by reducing the potential of a major failure during the operating season, energy savings and scheduled maintenance. Provided is our recommendations, scope of work and budget pricing.

Scope:

- JCI will remove refrigerant in customer provided EPA certified recovery cylinders.
- Keep a nitrogen purge on chiller while open to atmosphere.
- Perform complete disassembly and inspection of compressor.
- Inspect and measure all bearings and thrust surfaces.
- Check and record alignments and axial thrust clearances.
- Reassemble compressor with the following components:
 - York factory gasket kit plus any additional reassembly gaskets required.
 - Latest version of a York bellows style shaft seal kit.
 - New Bearing kit, impeller eye and balance piston seals.
 - New refrigerant filters and oil filter.
 - Complete oil change with York factory "C" oil.
- Complete electric motor service to include:
 - Removal from building with rigging and delivery to motor shop.
 - Disassemble, clean all parts, check mechanical fits, test windings, varnish treat windings, balance rotor, install new bearings, assemble, test, and paint.
 - Provide delivery and rigging of motor back into mechanical room
- Remove suction elbow, clean and replace gaskets.
- Remove oil sump cover, inspect motor, clean and reassemble with new oil.
- Replace orifice cover plate gasket.
- Remove and replace evaporator sight glass.
- Pressurize with nitrogen and trace refrigerant for leak check.
- Evacuate chiller to proper micron vacuum.
- Put previously removed customer refrigerant back into chiller.
- Perform initial startup and monitor operation of chiller.

Total..... \$86,468.00

Additional Services and Parts that may be required not included above:

The internal inspection of the compressor may reveal deficiencies that are only detected through the proposed inspection. These parts include:

- Impeller repair/replacement.
- Gear set replacement.
- Refrigerant

All work to be performed between normal business hours of Monday-Friday.

Note

This proposal incorporates by reference the Terms and Conditions included. This proposal is hereby accepted and Johnson Controls is authorized to proceed with the work; subject however, to credit approval by Johnson Controls, Inc. Milwaukee, Wisconsin.

Thank you for the opportunity to quote Johnson Controls / York Service and please feel free to call with comments or questions. This price is valid for 30 days.

Stillwater School District

Signature: _____
Date: _____
Name: _____
Customer PO# _____

Johnson Controls, Inc.

Signature: _____
Date: December 9, 2020
Name: John Sterner
Title: Strategic Account Executive

TERMS AND CONDITIONS

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions:

1. **SCOPE OF WORK.** This proposal is based upon the use of straight time labor only. Plastering, patching and painting are excluded. "Inline" duct and piping devices, including, but not limited to, valves, dampers, humidifiers, wells, taps, flow meters, orifices, etc., if required hereunder to be furnished by Johnson, shall be distributed and installed by others under Johnson's supervision but at no additional cost to Johnson. Purchaser agrees to provide Johnson with required field utilities (electricity, toilets, drinking water, project hoist, elevator service, etc.) without charge. Johnson agrees to keep the job site clean of debris arising out of its own operations. Purchaser shall not back charge Johnson for any costs or expenses without Johnson's written consent. Unless specifically noted in the statement of the scope of work or services undertaken by JCI under this agreement, JCI's obligations under this agreement expressly exclude any work or service of any nature associated or connected with the identification, abatement, clean up, control, removal, or disposal of environment Hazards or dangerous substances, to include but not be limited to asbestos or PCB's discovered in or on the premises. Any language or provision of the agreement elsewhere contained which may authorize or empower the Purchaser to change, modify, or alter the scope of work or services to be performed by JCI shall not operate to compel JCI to perform any work relating to Hazards without JCI's express written consent.
2. **INVOICING & PAYMENTS.** Johnson may invoice Purchaser monthly for all materials delivered to the job site or to an off site storage facility and for all work performed on-site and off-site. Ten percent (10%) of the contract price is for engineering, drafting and other mobilization costs incurred prior to installation. This 10% shall be included in Johnson's initial invoice. Purchaser agrees to pay Johnson the amount invoiced upon receipt of the invoice. Waivers of lien will be furnished upon request, as the work progresses, to the extent payments are received. If Johnson's invoice is not paid within 30 days of its issuance, it is delinquent.
3. **MATERIALS.** If the materials or equipment included in this proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of Johnson, then in the case of permanent unavailability, the time for performance of the work shall be extended to the extent thereof, and in the case of permanent unavailability, Johnson shall (a) be excused from furnishing said materials or equipment, and (b) be reimbursed for the difference between the cost of the materials or equipment permanently unavailable and the cost of a reasonably available substitute therefore.
4. **WARRANTY.** Johnson warrants that the equipment manufactured by it shall be free from defects in material and workmanship arising from normal usage for a period of ninety (90) days from delivery of said equipment, or if installed by Johnson, for a period of ninety (90) days from installation. Johnson warrants that for equipment furnished and/or installed but not manufactured by Johnson, Johnson will extend the same warranty terms and conditions which Johnson receives from the manufacturer of said equipment. For equipment installed by Johnson, if Purchaser provides written notice to Johnson of any such defect within thirty (30) days after the appearance or discovery of such defect, Johnson shall, at its option, repair or replace the defective equipment and return said equipment to Purchaser. All transportation charges incurred in connection with the warranty for equipment not installed by Johnson shall be borne by Purchaser. These warranties do not extend to any equipment which has been repaired by others, abused altered or misused, or which has not been properly and reasonably maintained. THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE.
5. **LIABILITY.** Johnson shall not be liable for any special, indirect or consequential damages arising in any manner from the equipment or material furnished or the work performed pursuant to this agreement.
6. **TAXES.** The price of this proposal does not include duties, sales, use, excise, or other similar taxes, unless required by federal, state or local law. Purchaser shall pay, in addition to the stated price, all taxes not legally required to be paid by Johnson or, alternatively, shall provide Johnson with acceptable tax exemption certificates. Johnson shall provide Purchaser with any tax payment certificate upon request and after completion and acceptance of the work.
7. **DELAYS.** Johnson shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond Johnson's control, including, but not limited to, acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the Purchaser, Owner, or other Contractors or delays caused by suppliers or subcontractors of Johnson Controls, etc.
8. **COMPLIANCE WITH LAWS.** Johnson shall comply with all applicable federal, state and local laws and regulations and shall obtain all temporary licenses and permits required for the prosecution of the work. Licenses and permits of a permanent nature shall be procured and paid for by the Purchaser.
9. **DISPUTES.** All disputes involving more than \$15,000 shall be resolved by arbitration in accordance with the rules of the American Arbitration Association. The prevailing party shall recover all legal costs and attorney's fees incurred as a result. Nothing here shall limit any rights under construction lien laws.
10. **ATTORNEYS' FEES.** Purchaser agrees that he will pay and reimburse Johnson for any and all reasonable attorneys' fees which are incurred by Johnson in the collection of amounts due and payable hereunder.
11. **INSURANCE.** Insurance coverage in excess of Johnson's standard limits will be furnished when requested and required. No credit will be given or premium paid by Johnson for insurance afforded by others.
12. **INDEMNITY.** The Parties hereto agree to indemnify each other from any and all liabilities, claims, expenses, losses or damages, including attorneys' fees, which may arise in connection with the execution of the work herein specified and which are caused, in whole or in part, by the negligent act or omission of the Indemnifying Party.
13. **OCCUPATIONAL SAFETY AND HEALTH.** The Parties hereto agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act relating in any way to the project or project site.
14. **ENTIRE AGREEMENT.** This proposal, upon acceptance, shall constitute the entire agreement between the parties and supersedes any prior representations or understandings.
15. **CHANGES.** No change or modification of any of the terms and conditions stated herein shall be binding upon Johnson

unless accepted by Johnson in writing.



Agenda Item IX. B.
Date Prepared: January 28, 2021
ISD 834 Board Meeting

Consent Report: Upper Lakes Foods, Inc. Renewal for 2021-2022

Meeting Date: February 11, 2021

Contact Person: Mark Drommerhausen, Director of Operations

Background:

Upper Lakes Foods, Inc. Renewal for 2021-2022

Stillwater Area Public Schools, along with 7 other school districts became the “Big 8” purchasing group in 2008. This partnership was formed to attain savings through volume buying and distribution of items utilized by all district food service operations. West St. Paul is the fiscal reporting agent for this group. The participating districts having joint purchasing agreements with Stillwater Area Public Schools are Burnsville, ISD#191; Hastings, ISD#200; Inver Grove Heights, ISD#199; South St. Paul, ISD#6; South Washington County, ISD#833; West St. Paul, ISD#197; and Mahtomedi, ISD#832.

Administration recommends that the Board of Education approve the proposed 2021-2022 renewal contract with Upper Lakes Foods, Inc. from Cloquet, Minnesota as our prime vendor for the 2021-2022 school year.

Attachment: Renewal Contract Letter.

Recommendation:

A motion and a second to approve the Upper Lakes Foods, Inc. Renewal for 2021-2022 will be requested.

Motion by: _____ **Seconded by:** _____ **Vote:** _____

• FAMILY-OWNED AND OPERATED •
UPPER LAKES FOODS
EST 1967

January 28, 2021

Kelley Linquist
Director
Stillwater/Mahtomedi Schools
1875 South Greeley Street
Stillwater, MN 55085

Dear Kelley:

Upper Lakes Foods is pleased to renew with the Big 8 member districts for the upcoming 2021-2022 school year under the Sourcewell Contract. The fixed fee and commodity fee are based on our school/distributor partnership, current market costs, and changes in the economy since the conception of our agreement currently in place.

\$1.10 per case fix fee grocery.

\$2.20 per case commodity fee

Plus, the handling and storage pass through fee charge by Americold Newport per case.

Upper Lakes Foods works hard at keeping rising costs to a minimum and with the current economic situation, we are pleased to renew.

Upper Lakes Foods, Inc. shall not be charged with liquidated damages when delay in delivery is due to unforeseeable cause beyond the control of Upper Lakes Foods, Inc., including but not restricted to Acts of God, acts of the public enemy, epidemics, quarantine restrictions, strikes, and freight embargoes.

Please sign below and return via email or mail.

Sincerely,



Renee Parks, Upper Lakes Foods, Inc.
800-879-1265 Ext 4208
800-238-6456 Fax
rparks@ulfoods.com

1/28/2021
Date

Purchasing Agent

Date



Agenda Item X. A. B. C.
Date Prepared: January 25, 2021
ISD 834 Board Meeting

Agenda Item: School Board Reports
Meeting Date: February 11, 2021

Background:

- A. Board Chair Report
- B. Working Group Reports
 - 1. Community Engagement
 - 2. Finance and Operations
 - 3. Legislative
 - 4. 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.

Recommendation:

Board action is not required.



Agenda Item XI. A.
Date Prepared: January 25, 2021
ISD 834 Board Meeting

Agenda Item: Adjournment
Meeting Date: February 11, 2021
Contact Person: School Board Chair

The meeting must formally adjourn.