



**Independent School District 834  
Video Conference**

**School Board Business Meeting Agenda – April 8, 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 – Brigid Sandager - MN Agriculture in the Classroom Outstanding Teacher Award
- VI. **Open Forum**

Fifteen speakers will be allotted three minutes each to speak
- VII. **Consent Agenda**
  - A. Minutes of February 11, 2021 Closed Meeting
  - B. Minutes of March 25, 2021 Closed Meeting
  - C. Minutes of March 25, 2021 Business Meeting
  - D. Disbursement Register – March 27, 2021 – April 9, 2021
  - E. Stillwater Middle School Track Resurfacing
  - F. 2021 District Wide Pavement Rehabilitation
  - G. 2021-2022 Employee Medical and Dental Insurance Rate Approval
  - H. Human Resources Personnel Report
- VIII. **Reports**
  - A. Intermediate 916 Joint Powers Agreement Proposed to Member Districts – District 916 Superintendent Connie Hayes
  - B. Contract Reviews - March 19, 2021- April 1, 2021 – Dr. John Thein
  - C. First Policy Reading: 701- Establishment and Adoption of School District Budget ; 701.1- Modification of School District Budget; 702–Accounting; 703–Annual Audit – Dr. Jennifer Cherry
  - D. Student Achievement Update – Dr. Jennifer Cherry
- IX. **Action Items**
  - A. In-Person Board Meeting Update - Mr. John Perry
  - B. 2019-2021 Custodial Employees Master Contract - Ms. Cindy Gustafson
  - C. 2019-2021 Principal Master Contract – Ms. Cindy Gustafson
  - D. A Resolution providing for the Issuance and Sale of Certificates of Participation for the expansion of Brookview Elementary – Interim Superintendent Lansfeldt
- X. **Board Member Reports**
  - A. Working Group Reports
    - 1. Finance and Operations
    - 2. Legislative
    - 3. Policy
  - B. Board Member Reports
  - C. Board Chair Report
- 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: February 3, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Call to Order  
Meeting Date: April 8, 2021

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*Background:*

The School Board Chair will call the meeting to order.

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*Recommendation:*

Board action is not required.



**Agenda Item II.**  
**Date Prepared: February 3, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Roll Call  
Meeting Date: April 8, 2021

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*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

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**Recommendation:**

Board action is not required.



**Agenda Item III.**  
**Date Prepared: February 3, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Approval of the Agenda  
Meeting Date: April 8, 2021

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*Background:*

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

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*Recommendation:*

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

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_ **Vote:** \_\_\_\_\_



**Agenda Item IV.**  
**Date Prepared: March 11, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Superintendent Report  
Meeting Date: April 8, 2021

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*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.

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*Recommendation:*

Board action is not required.



**Agenda Item V.**  
**Date Prepared: March 11, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Introductory Items  
Meeting Date: April 8, 2021  
Student Report and District Recognition

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*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.

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*Recommendation:*

Board action is not required.



**Agenda Item VI.**  
**Date Prepared: March 11, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Open Forum  
Meeting Date: April 8, 2021

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*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. Vulgarity, 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.

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*Recommendation:*

This is for informational purposes only.



Agenda Item: Consent Agenda  
Meeting Date: April 8, 2021  
Contact Person: Varies by item

**Agenda Item VII. A.B.C.D.E.F.G.H.**  
**Date Prepared: March 11, 2021**  
**ISD 834 Board Meeting**

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**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 Closed Meeting Minutes February 11, 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 March 25, 2021**

Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary

A copy of the minutes is included for your review.

**C. School Board Regular Meeting Minutes March 25, 2021**

Contact Person: Annie Porbeni, Clerk or Joan Hurley, Secretary

A copy of the minutes is included for your review.

**D. Disbursement Register – March 27, 2021 – April 9, 2021**

Contact Person: Dr. John Thein, Director, Finance

A copy of the register has been distributed to board members.

**E. Stillwater Middle School Track Resurfacing**

Contact Person: Mr. Mark Drommerhausen, Director, Operations

A summary of the report is included for your review.

**F. 2021 District Wide Pavement Rehabilitation**

Contact Person: Mr. Mark Drommerhausen, Director, Operations

A summary of the report is included for your review.

**G. 2021-2022 Employee Medical and Dental Insurance Rate Approval**

Contact Person: Cindy Gustafson, Director, Human Resources

A summary of the report is included for your review.

**H. Human Resources Personnel Report**

Contact Person: Cindy Gustafson, Director, Human Resources

A summary of personnel transactions for the month is included for your review.

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**Recommendation:**

*BE IT RESOLVED by the School Board of Independent School District 834 – Stillwater Area Public Schools that Consent Agenda Items A through H be approved as written, and a copy of the agenda items is attached to the minutes.*

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_ **Vote:** \_\_\_\_\_





Independent School District 834 – Stillwater Area Public Schools  
Video Conference  
School Board Closed Meeting Minutes  
February 11, 2021

I The meeting was called to order at 5:00 p.m.

II Roll Call

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

III. Adjourn to Closed Session

The Board adjourned to a closed session at 5:04 p.m. The Minnesota Open Meeting Law, Minnesota Statutes, Section §13D.03(b), allows the School Board to close a meeting to discuss negotiations.

*Motion by: Member Hockert to adjourn to closed session to discuss negotiations; Seconded by: Member Onken Vote: 7 ayes, 0 nays, Motion Carried unanimously.*

District Members present: Malinda Lansfeldt, Cindy Gustafson, Vanessa Norby, John Thein.

V. Closed session adjourned at 6:08 p.m.

*Respectfully submitted by Annie Porbeni, clerk.*



Independent School District 834 – Stillwater Area Public Schools  
Video Conference  
School Board Closed Meeting Minutes  
March 25, 2021

- I The meeting was called to order at 4:00 p.m.
- II Roll Call  
Board Members present: Members present: Katie Hockert, Bev Petrie, Tina Riehle, Alison Sherman, Liz Weisberg.
- Director Onken is not present.  
Director Porbeni joined at 4:06 p.m.
- Others present: Malinda Lansfeldt, Laura Booth and Christian Shafer.
- III. Adjourn to Closed Session
- The Board adjourned to a closed session at 4:51 p.m. The Minnesota Open Meeting Law, Minnesota Statutes, Section 3D.05, subdivision 3(b), to engage in discussions with legal counsel regarding pending litigation in the matter of Gary Horning vs. ISD 834, et al., Court File No. 82-CV-20-3667.
- Motion by: Member Hockert to adjourn to closed session to discuss litigations; Seconded by: Member Sherman Vote: 5 ayes, 0 nays; Motion Carried.*
- V. Closed session adjourned at 4:51 p.m.
- Respectfully submitted by Annie Porbeni, clerk.*



Independent School District No. 834 – Stillwater Area Public Schools  
Video Conference  
March 25, 2021 – 4:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 4:00 p.m.
- II. **Roll Call:** Present: Beverly Petrie, Chair, Alison Sherman, Vice-Chair, Katie Hockert, director, Tina Riehle, director, Liz Weisberg, director

Director Onken is not present

**Adjourn to Closed Session**

Motion by Member Hockert at 4:04 to adjourn to closed session pursuant to The Minnesota Open Meeting Law, Minnesota Statutes, Section 3D.05, subdivision 3(b), to engage in discussions with legal counsel regarding pending litigation in the matter of Gary Horning vs. ISD 834, et al., Court File No. 82-CV-20-3667; Seconded by Member Sherman; Vote: 5 ayes, 0 nays, Motion Carried Unanimously.

Director Porbeni joined at 4:06 p.m.

**Closed meeting adjourned to a work session at 4:51 p.m. Work Session ended at 6:02 p.m. Open meeting resumed at 6:09 p.m.**

III. **Approval of the Agenda**

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

IV. **Superintendent Report**

- The Center of Disease of Control (CDC) recommends anyone who travels should be cautious. Avoid crowds, wear a mask, wash hands frequently and limit non-essential activities upon returning home.
- Stillwater Area High School sporting and fine arts events are available for viewing on the district's Facebook page.
- Eight teachers and staff received the [Partnership Plan Award](#) in recognition of the excellent work they do to educate students. The recipients are nominated by co-workers, community members, parents and students.
- As part of the [“Comeback Campaign”](#), we reached out to families who left our district.
- The Governor’s office revised and released the supplemental budget bill last week.

V. **Introductory Items**

A. **Student Report**

Mara provided a report on academics and Student Life -

- Many students have been taking finals and exams as the third quarter ends.

- Spring break is Monday, March 29 through Friday, April 2.
- Students who choose to stay home for the third quarter will begin in person classes on Monday, April 5.
- The Senior class party has been cancelled.
- Plans are being made for the prom, senior graduation and parade.
- The Speech team will compete in Section 4AA of the Minnesota Speech High School League (MSHSL) Tournament on Thursday, April 7 at home.
- Stillwater Orchestra and Choir have begun performing in-person. To view concerts visit [Valley Access channels](#).

Brynn provided a report on Activities -

- Mara shared an update on high school sporting events. For more information, please visit; <https://goponies.org/>.
- Wrestling competed in the High School State Tournament on Thursday, March 25 at St. Michael-Albertville High School.
- Girl's hockey will compete on Saturday, March 27 at 8:00 p.m. against Eastview High School in the State Tournament Quarterfinals at the Xcel Center.
- Boy's hockey was defeated by Hill Murray High School in Section Semi-finals to qualify for the State Tournament.
- Gymnastics will compete in the State High School Tournament on Saturday, March 27 at 11:30 a.m. at Champlin Park High School.
- Girls' basketball will play East Ridge High School in the Section Finals at home on Friday, March 26 at 7:00 p.m.
- The spring sports season has begun.

- B. Recognition - Milan Jostes, Senior at Stillwater Area High School  
Interim Superintendent Lansfeldt recognized Milan Jostes for his academic and extracurricular activities. Last year he made it to the International Science and Engineering Fair (ISEF) where his project won first place at The Partnership Plan's Da Vinci Fest. Milan has been able to keep up with his school work while training and competing in the US National Speedskating Championship in Salt Lake City. He raced the 500m men in 41.07 seconds, which placed him 26th in the nation.

## **VI. Open Forum**

- No participants

## **VII. Consent Agenda**

- Minutes of March 11, 2021 Business Meeting
- Disbursement Register – March 13, 2021 - March 26, 2021
- Accept Gifts and Donations – February 2021
- Treasurer's Report - February 2021
- 2021 Roof Replacement
- Stillwater Area High School Fire Pump Replacement
- Human Resources Personnel Report

*Motion to approve the Consent Agenda Items A - G by: Member Hockert; Second by: Member Porbeni;  
Vote: 6 ayes, 0 nays: Motion carried unanimously.*

## **VIII. Reports**

- District Leadership and School Board Professional Development - Paula Forbes  
Paula Forbes, an attorney, trainer, facilitator and coach who has worked with school districts across the state in areas of team building, action planning, change management

and equity shared an overview of the professional development training she will provide for 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.

B. Contract and Expenditures Reviews - Dr. John Thein, Director of Finance

This is an information report on the eight contracts from March 5, 2021 through March 18, 2021 for goods and services equaling less than \$50,000.00

C. In-Person School Board Meetings - Mr. John Perry

Mr. Perry presented options for in-person board meetings.

**IX. Action Items**

A. Policy Number Alignment - Dr. Jennifer Cherry

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, utilize an older numbering system which is categorized by name/letters followed by a number. Having two different naming and numbering systems are confusing and make finding and accessing district policies difficult. To create clarity and transparency around school district policy, moving to one numbering system is recommended.

*Motion to approve the Policy Number Alignment by: Member Hockert; Second by: Member Sherman; Vote: 4 ayes, 2 nays (Riehle, Weisberg): Motion carried.*

**X. Board Reports**

A. Board Chair Report – Nothing to report

B. Working Group Reports

1. Finance and Operations - This was discussed in the consent agenda. Director Weisberg has offered to help with the finance policies.
2. Legislative - Chair Petri is attending an MSBA budget seminar on Friday, March 26.
3. Policy - This was discussed in the Finance and Operations Committee meeting on Wednesday, March 24.

C. Member Reports:

- Director Hockert reported that Val Rae Boe has been appointed the Superintendent position for School District ISD 916.

**XI. Adjournment**

A. The meeting adjourned at 7:55 p.m.

*Respectfully submitted, Annie Porbeni, Clerk*



**Agenda Item: VII.E.**  
**Date Prepared: March 23, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Stillwater Middle School Track Resurfacing  
Meeting Date: April 8, 2021  
Contact Person: Mark Drommerhausen, Director of Operations

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*Background:* The Stillwater Middle School track is in need of resurfacing. The project involves removing the existing surface, filling/repairing structural cracks and providing a new rubberized track. Construction costs for this project were estimated to be \$150,000 and are part of the approved FY 2022 Long-Term Facilities Maintenance funding. Two bids were received on March 23, 2021 for the Stillwater Middle School Track Resurfacing project. The lowest responsible bidder is Upper Midwest Athletic Construction from Andover, MN for a bid total of \$113,870. Larson Engineering is recommending them as the lowest responsible bidder. Administration is requesting a contract be awarded to Upper Midwest Athletic Construction for the Stillwater Middle School Track Resurfacing project.

Location(s): Stillwater Middle School

Project Name: Stillwater Middle School Track Resurfacing

Fund: Long-Term Facilities Maintenance – Site Projects

Item: Replace the rubberized track surface

Amount: Upper Midwest Athletic Construction for a bid total of \$113,870.00

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*Recommendation:*

*Approval of the Consent Agenda will be requested.*

## EXPENDITURE APPROVAL FORM

**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:** 3/23/2021

### DESCRIPTION OF REQUEST

The Stillwater Middle School Track Resurfacing project involves removing the existing surface, filling/repairing structural cracks and providing a new rubberized track. Construction costs for this project were estimated to be \$150,000 and are part of the approved FY 2022 Long-Term Facilities Maintenance funding. Two bids were received on March 23, 2021 for the Stillwater Middle School Track Resurfacing project. The lowest responsible bidder is Upper Midwest Athletic Construction from Andover, MN for a bid total of \$113,870. Larson Engineering is recommending them as the lowest responsible bidder.

### FINANCIAL IMPACT

**\$ 113,870.00. Additional costs may be incurred to remedy structural issues not identified in the construction plans.**

**Budget(s) Impacted:** \$113,870.00 Long-Term Facility Maintenance Budget.

#### 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 Revenue

☐ **No**

### PROGRESS MONITORING

Work to be completed by August 15, 2021

## BID TABULATION

### 2021 Stillwater Middle School Track Resurfacing - Stillwater Area Public Schools Tuesday March 23, 2021 @ 10:30am

Contractor	Upper Midwest Athletic Construction Andover, MN	Fisher Tracks Boone, IA				
Respons Contractor Forms	Yes	Yes				
Bid Bond	Yes	Yes				
Addendum #1	Yes	Yes				
Addendum #2	Yes	Yes				
BASE BID - Stillwater M. S. Track Resurfacing	<b>\$113,870.00</b>	\$155,445.00				
<b>UNIT PRICES</b>						
UNIT PRICE #1 - Crack Sealing, LF	\$3.00	\$10.50				
UNIT PRICE #2 - 4"/8" Pavement Repair, SY	\$121.00	\$110.00				





**Larson**

March 24, 2020

Mr. Anthony Willger  
Stillwater Area Public Schools  
1875 South Greeley Street  
Stillwater, MN 55082

Re: Contractor Recommendation  
2021 Stillwater Middle School Track Resurfacing  
Stillwater Area Public Schools  
LEMN Project No: 12206166

Dear Mr. Willger:

Based upon our review of the bid results for the above referenced project, we recommend the apparent low bidder, Upper Midwest Athletic Construction, be awarded the contract in the amount of \$113,870.00.

We have experience working with Upper Midwest Athletic Construction on similar projects and we have found their overall performance, workmanship, scheduling, and quality control to be good. Upper Midwest Athletic Construction has also satisfactorily worked for Stillwater Area Schools in the past.

If you have any questions, please do not hesitate to contact our office.

Sincerely,  
**Larson Engineering, Inc.**

Greg A. Buchal, PE  
Project Manager

Attachment: Bid Tabulation



**Agenda Item: VII.F**  
**Date Prepared: March 23, 2021**  
**ISD 834 Board Meeting**

Agenda Item: 2021 District Wide Pavement Rehabilitation  
Meeting Date: April 8, 2021  
Contact Person: Mark Drommerhausen, Director of Operations

*Background:* The Stillwater Area Public Schools – 2021 District Wide Pavement Rehabilitation will take place at and consist of the following:

Site	Project Description
Afton-Lakeland Elementary	Sealcoat parking lot
Brookview Elementary	Crack seal parking lot
Central Services	Sealcoat parking lot
Lily Lake Elementary	Crack seal parking lot
Oak-Land Middle School	Sealcoat staff parking
Stillwater Area High School	Replace concrete sidewalk around flag pole and main entrance
Stillwater Middle School	Bituminous replacement and sealcoat outside of the track
Stonebridge Elementary	Sealcoat entrance drive and parking lot

Construction costs for this project were estimated to be \$330,320 and are part of the approved FY 2022 Long-Term Facilities Maintenance funding. Three bids were received on March 23, 2021 for the District Wide Pavement Rehabilitation project. The lowest responsible bidder is Minnesota Roadways Company from Shakopee, MN for a bid total of \$272,622. Larson Engineering is recommending them as the lowest responsible bidder. Administration is requesting a contract be awarded to Minnesota Roadways Company for the 2021 District Wide Pavement Rehabilitation project.

Location(s): Various Sites

Project Name: 2021 District Wide Pavement Rehabilitation

Fund: Long-Term Facilities Maintenance – Site Projects

Item: Sealcoat, crack seal, bituminous replacement and sidewalk replacement

Amount: Minnesota Roadways Company for a bid total of \$272,622.00

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*Recommendation:*

*Approval of the Consent Agenda will be requested.*

## EXPENDITURE APPROVAL FORM

**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:** 3/23/2021

### DESCRIPTION OF REQUEST

The District Wide Pavement Rehabilitation project will crack seal Brookview and Lily Lake Elementary parking lots; sealcoat Afton-Lakeland and Stonebridge Elementary, Central Services, Oak-Land Middle School parking lots; sealcoat the area outside of Stillwater Middle School track; replace the sidewalk around the flag pole and in front of the main entrance at Stillwater Area High School. Construction costs for this project were estimated to be \$330,320 and are part of the approved FY 2022 Long-Term Facilities Maintenance funding. Three bids were received on March 23, 2020 for the District Wide Pavement Rehabilitation project. The lowest responsible bidder is Minnesota Roadways Company from Shakopee, MN for a bid total of \$272,622. Larson Engineering is recommending them as the lowest responsible bidder.

### FINANCIAL IMPACT

**\$ 272,622.00. Additional costs may be incurred to remedy issues not identified in the construction plans.**

**Budget(s) Impacted:** \$272,692.00 Long-Term Facility Maintenance Budget.

#### 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 Revenue

☐ **No**

### PROGRESS MONITORING

Work to be completed by August 15, 2021

## BID TABULATION

<b>2021 District Wide Pavement Rehabilitation - Stillwater Area Public Schools</b> <b>Tuesday March 23, 2021 @ 10:00am</b>				
<b>Contractor</b>	<b>Minnesota Roadways Shakopee, MN</b>	<b>T.A. Schifsky &amp; Sons North St. Paul, MN</b>	<b>ACI Asphalt &amp; Concrete Maple Grove, MN</b>	
<b>Respons Contractor Forms</b>	Yes	Yes	Yes	
<b>Bid Bond</b>	Yes	Yes	Yes	
<b>Addendum #1</b>	Yes	Yes	Yes	
<b>Addendum #2</b>	Yes	Yes	Yes	
<b>Addendum #3</b>	Yes	Yes	Yes	
<b>TOTAL BASE BIDS #1 THROUGH #8</b>	<b>\$272,622.00</b>	<b>\$299,000.00</b>	<b>\$336,310.00</b>	
<b>UNIT PRICES</b>				
<i>UNIT PRICE #1 - 12" Base Correction</i>	\$50.00	\$25.00	\$20.00	
<i>UNIT PRICE #2 - Crack Sealing</i>	\$1.10	\$1.00	\$0.90	
<i>UNIT PRICE #3 - 2" Mill &amp; Patch Repair</i>	\$24.00	\$30.00	\$27.00	
<i>UNIT PRICE #4 - 4" Bit. Over 8" Base Repair</i>	\$45.00	\$60.00	\$70.00	
<i>UNIT PRICE #5 - 6" Concrete over 6" Base</i>	\$12.00	\$10.00	\$16.00	
<i>UNIT PRICE #6- B612 Concrete Curb</i>	\$45.00	\$50.00	\$55.00	



**Larson**

March 24, 2020

Mr. Anthony Willger  
Stillwater Area Public Schools  
1875 South Greeley Street  
Stillwater, MN 55082

Re: Contractor Recommendation  
2021 District Wide Pavement Rehabilitation  
Stillwater Area Public Schools  
LEMN Project No: 12206166

Dear Mr. Willger:

Based upon our review of the bid results for the above referenced project, we recommend the apparent low bidder, Minnesota Roadways, be awarded the contract in the amount of \$272,622.00 including all eight bid items.

We have experience working with Minnesota Roadways on similar projects and we have found their overall performance, workmanship, scheduling, and quality control to be good. Minnesota Roadways has also satisfactorily worked for Stillwater Area Schools in the past.

If you have any questions, please do not hesitate to contact our office.

Sincerely,  
**Larson Engineering, Inc.**

Greg A. Buchal, PE  
Project Manager

Attachment: Bid Tabulation



**Consent Agenda VII.G**  
**Date Prepared: March 25, 2021**  
**ISD 834 Board Meeting**

Agenda Item: 2021-2022 Employee Medical and Dental Insurance Rate Approval  
Meeting Date: April 8, 2021  
Contact Person: Cindy Gustafson, Director of Human Resources

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*Background:*

District administration has secured/established renewal rates for medical and dental insurance plans.

The following is summary information related to plan renewals:

- **Medical Insurance:** We are recommending no change in medical insurance rates for 2021-22. The medical insurance reserve has grown by 2.2 million dollars over the past twelve months, mostly due to non-elective procedures being cancelled during the COVID-19 Pandemic. Given our healthy fund balance, we do not recommend a change in rates for 2021-22.
- **Dental:** We are recommending no change in dental insurance rates for 2021-22. The dental insurance reserve has grown by \$73,906 dollars over the past twelve months, mostly due to dental office closures and reduced dentist utilization during the COVID-19 Pandemic. Given our healthy fund balance, we do not recommend a change in rates for 2021-22.

The District Insurance Committee has reviewed and recommends the insurance rates, effective July 1, 2021. Renewal rate information for all insurance plans is attached.

Administration recommends that the Board of Education approve the proposed insurance renewal rates for the plan year effective July 1, 2021 through June 30, 2022.

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*Recommendation:*

Approval of the Consent Agenda will be requested.



# Insurance Renewal Information 2021-2022

Insurance/Plan Contract	2020-2021 Current Rate/Month	2021-2022 Renewal Rate/Month	Increase/Decrease
<b><u>Health and Hospitalization Insurance ~ Blue Cross &amp; Blue Shield of Minnesota</u></b>			
Gold Single Plan*	\$769.70	\$769.07	\$0
Gold Family Plan*	\$2,192.87	\$2,192.87	\$0
High Deductible / VEBA Single Plan	\$625.54	\$625.54	\$0
High Deductible / VEBA Family Plan	\$1,784.89	\$1,784.89	\$0
* Need to add VSP vision rates to get total Gold Premium charged			
<b><u>Vision Insurance ~ Vision Service Plan (VSP) (Note: Vision insurance provided in conjunction with Gold Plan)</u></b>			
Composite Employee Plan	\$11.82	\$11.82	\$0.00
Note: This rate is guaranteed through June 30, 2023.			
<b><u>Dental Insurance ~ Delta Dental Plan of Minnesota</u></b>			
Self-Funded Composite Single/Family Plan	\$96.88	\$96.88	\$0
Note: There is a rate guarantee through June 30, 2024 on the admin fee for the self-funded plan.			
<b><u>Life and AD&amp;D Insurance ~ The Standard</u></b>			
Composite Employee Plan	\$.14/\$1,000/month	\$.14/\$1,000/month	\$0.00
Note: This rate is guaranteed through June 30, 2022.			
<b><u>Supplemental Life Insurance ~ The Standard</u></b>			
Composite Employee Life and AD&D	Age Rate Table/\$1,000/month		\$0.00
Spouse Life	Age Rate Table/\$1,000/month		\$0.00
Child Life	\$.20/\$1,000/month		\$0.00
Note: This rate is guaranteed through June 30, 2022.			
<b><u>Long Term Disability Insurance ~ The Standard</u></b>			
Composite Employee Plan	\$.275/\$100	\$.275/\$100	\$0.00
Note: This rate is guaranteed through June 30, 2022.			
<b><u>Legal Insurance ~ ARAG</u></b>			
Composite Employee Plan	\$22.00/month	\$22.00/month	\$0.00
Note: This rate is guaranteed through June 30, 2022.			
<b><u>Employee Assistance Program (EAP) ~ The Standard</u></b>			
Provided as a Value Add with Standard LTD/Life Insurance Plans		No Cost	\$0.00

(New Hires, Resignations, Retirements, Terminations, Leave Requests)

**RETIREMENT/RESIGNATION/RELEASE**

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Ali, Amina	Resignation	Paraprofessional 6.0 hrs/day Afton-Lakeland Elementary	SCPA	March 19, 2021
Bischoff, Chad	Resignation	Assistant Golf Coach Stillwater Area High School	Co-Curricular	February 22, 2021
Cargeor, Josiah	Resignation	Assistant Soccer Coach Stillwater Area High School	Co-Curricular	March 8, 2021
Danielson, Sherman	Resignation	Assistant Track Coach Stillwater Middle School	Co-Curricular	February 19, 2021
DiFrancesco, Carol	Resignation	Health Care Specialist, 6.5 hrs/day Lake Elmo Elementary	CSS	March 26, 2021
Hillstrom, Jacqueline	Resignation	Assistant Track Coach Stillwater Middle School	Co-Curricular	February 19, 2021
Norby, Vanessa	Resignation	District Accountant Central Services	CSS	April 12, 2021
Roth, Erin	Resignation	1.0 FTE Special Education Teacher Oak-Land Middle School	SCEA	June 7, 2021
Williams, Brenda	Retirement (24 years)	Secretary - Elementary Principal Andersen Elementary	Tech Support	June 30, 2021

**HIRES/REHIRES**

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Anderson, Lauren	9th Grade Softball Coach Stillwater Area High School	\$3,096	Replacement	Co-Curricular	March 15, 2021
Boehle, Emma	Community Education Assistant 3.0 hrs/day Early Childhood Family Center	\$15.00 / hour	Replacement	CE Leads & Assistants	April 5, 2021
Brazzale, Sean	Community Education Casual District Wide	\$20.00 / hour	Casual	Casual	March 19, 2021
Fenske, Mara	1.0 FTE LTS Occupational Therapist District Wide	\$52,476	Replacement	SCEA	March 15, 2021 - June 4, 2021
Johnson, Kari	Community Education Assistant 22.0 hrs/week Lake Elmo Elementary	\$15.20 / hour	Replacement	CE Leads & Assistants	March 22, 2021
LeVesseur, Tammera	Health Care Specialist, 4.0 hrs/day St. Croix Catholic	\$32.32 / hour	Replacement	CSS	April 6, 2021 - June 4, 2021
Meeds, Mario	Community Education Casual District Wide	\$13.25 / hour	Casual	Casual	March 19, 2021
Riegel, Sandra	Community Education Casual District Wide	\$13.25 / hour	Casual	Casual	March 19, 2021
White, Lori	Temporary Casual Custodian, 8.0 hrs/day District Wide	\$16.46 hour	COVID	Casual	March 16, 2021
Williams, Ashley	Cafeteria 3.0 hrs/day Oak-Land Middle School	\$15.56 / hour	Cafeteria	Cafeteria	March 22, 2021

**LEAVES OF ABSENCE**

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Mc Ginnis, Allison	Approved	Paraprofessional 7.0 hrs/day Stillwater Area High School	SCPA	March 31, 2021 - April 8, 2021

**ASSIGNMENT CHANGES**

NAME	FROM	TO	REASON	GROUP	EFFECTIVE DATE
Koller, Joseph	Custodian LVL V, 8.0 hrs/day Lily Lake Elementary	Custodian LVL V, 8.0 hrs/day Brookview Elementary	Replacement	Custodial	March 22, 2021
Splettstoeszer, Stephanie	Cafeteria 4.0 hrs/day Stillwater Area High School	Cafeteria 5.0 hrs/day Andersen Elementary	Replacement	Cafeteria	March 24, 2021
Thiele, Rena	Custodian-Floating District Wide	Paraprofessional 6.0 hrs/day Afton-Lakeland Elementary	Replacement	SCPA	March 22, 2021

**ADDITIONAL ASSIGNMENTS**

NAME	Position	Reason	Group	EFFECTIVE DATE
Bertsch, Colleen	24 Chamber Orchestra Advisor - Shared	Replacement	Co-Curricular	January 25, 2021 - June 7, 2021



	Stillwater Area High School			
Cebula, Joseph	Community Education Casual District Wide	Casual	Casual	May 1, 2021
Musser, Kent	Chamber Orchestra Advisor - Shared Stillwater Area High School	Replacement	Co-Curricular	August 24, 2020 - January 22, 2021
Rish, Cornelius	Assistant Track Coach Stillwater Middle School	Replacement	Co-Curricular	March 1, 2021
Sheely, Ann	Assistant Track Coach Stillwater Middle School	Replacement	Co-Curricular	March 1, 2021



**Agenda Item VIII.A.**  
**Date Prepared: March 31, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Intermediate 916 Joint Powers Agreement Proposal to Member Districts  
Meeting Date: April 8, 2021  
Contact Person: District 916 Superintendent Connie Hayes

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*Background:*

In an effort to avoid long and potentially expensive legal engagements, we are suggesting the use of an equity vesting schedule in the amended JPA design. The equity vesting schedule decreases the obligation of the exiting district with each year of continued membership. In addition, it will assist to streamline a process that makes each party able to dissolve the relationship in the best interest of their needs.

While our goal at 916 is to always be the partner of choice, we also understand that some relationships do not always meet the needs as once assumed. The structure of the JPA should assist both sides in making the best decision for their district.

This proposed new joint powers agreement would apply to those members on the effective date of this new agreement.

The anticipated effective date is July 1, 2021.

*Attachment:*

- Member District Scorecard
- 2021 Revised 916 JPA Draft
- District APU Splits
- Joint Powers Update PowerPoint Presentation

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*Recommendation:*

This is a report for information.

# Intermediate 916

## Joint Powers Agreement

### *Proposed to Member Districts*

Connie Hayes  
Superintendent  
chayes@916schools.org

Patrick Jacobson-Schulte  
Executive Director of Finance and Operations  
pjacobso@916schools.org

# Current Joint Powers Agreement

- Adopted by all members by December 1969 after enabling legislation that year
- Does not provide clear impacts that can be anticipated when members leave
- Other joint powers arrangements in recent years experienced difficulty when working through withdrawing members or dissolution due to lack of specificity
- Goal to present a new joint powers agreement has been to develop consensus between all members regarding impacts when members withdraw from NE Metro 916

# Proposed New Joint Powers Agreement

- This proposed new joint powers agreement would apply to those members on the effective date of this new agreement.
- The anticipated effective date is July 1, 2021.

# Proposed New Joint Powers Agreement

## Equity vesting plan is included

In an effort to avoid long and potentially expensive legal engagements, we are suggesting the use of an equity vesting schedule in the amended JPA design. The equity vesting schedule decreases the obligation of the exiting district with each year of continued membership. In addition, it will assist to streamline a process that makes each party able to dissolve the relationship in the best interest of their needs.

While our goal at 916 is to always be the partner of choice, we also understand that some relationships do not always meet the needs as once assumed. The structure of the JPA should assist both sides in making the best decision for their district.

# Proposed New Joint Powers Agreement

## Withdrawal

A withdrawal notice must be given on or before February 1 and shall be effective June 30 of the calendar year following notice.

# Proposed New Joint Powers Agreement

## 1. Long Term Employment Obligations

- Based on the actuarial values of the District's long-term Other Post-Employment (OPEB) and severance liabilities as of the effective date of withdrawal, the exiting member will pay a one-time allocation equal to the amount of the last three-year benefit payment average, multiplied by the exiting district's percentage of 916 student body.
- If an actuarial report must be prepared for the purpose of determining actuarial values as of an exiting school district's effective date of withdrawal (because the effective date falls in the middle of the two-year report cycle), the District and the exiting school district will each pay half of the cost of the report, and this cost must be mutually agreed upon prior to the commencement of the actuarial contract.
- *Payment= (3 year average benefit payment) x (exiting district percentage of 916 student body)*



# Proposed New Joint Powers Agreement

## 2. District Debt Service Obligations

- Based on the exiting district's number of years as a contributing member to the district's debt service schedule, the exiting district will be liable for a one-year allocation, due to commence at the point of severance, based on the vesting schedule and the previous audited financial portion of the district's debt service schedule.

Member vesting payment % requirement

0-10	100%
11-20	75%
21-30	50%
31-40	25%
40+	0%

- *Payment= (exiting member current year lease levy obligation) x (Member Vesting Payment %)*

# Proposed New Joint Powers Agreement

## 3. Current Liability Release

- The exiting school district will forfeit any proportionate share of the District's assets, and the District will not hold the exiting district responsible for any additional liabilities noted after the close of the exiting year, if the exiting member agrees to a single-year allocation of the membership fee per APU (adjusted pupil unit), equal to the rate set when the exiting district gave notice of departure, multiplied by the aforementioned member vesting payment percentage.
- *Payment = (Membership Fee) x (APU) x (Member Vesting Payment %)*

# Proposed New Joint Powers Agreement

## 4. Future Member Withdrawal Fee

- New or future districts who join after the effective date of this new agreement shall pay the District an additional sum of fifty dollars (\$50) multiplied by the total number of APUs in the withdrawing school district on the effective date of withdrawal.
- The withdrawal fee described in this section does not apply to a school district that joins the District on or after the effective date of this Agreement and had previously been a member of the District for six (6) years or longer.
- *Payment = (50.00) x (APU)*

# Proposed New Joint Powers Agreement

## 5. Payment Structure

- Payment will be made as soon as possible following the effective date of withdrawal
- Unless otherwise mutually agreed upon, all payments will be made within three years of the effective date of withdrawal
- An interest rate equal to the prime lending rate plus two percent (2%) applies to any balance outstanding after one (1) year.

# Proposed New Joint Powers Agreement

## Timeline:

1. Development of working group member district finance directors that met from January through March
2. Presented to all member district finance directors March 4
3. Presented to all member district superintendents March 17
4. Presented to member district boards April and May
5. NE Metro 916 Board Adoption June 2

# Proposed New Joint Powers Agreement

Thank you for your  
continued partnership  
with 916!



## **FIRST AMENDED AGREEMENT FOR INTERMEDIATE SCHOOL DISTRICT**

**THIS AGREEMENT** effective the first day of July 2021 between Independent School Districts Nos. 12, 13, 14, 16, 282, 621, 622, 623, 624, 831, 832, 833, and 834 hereinafter referred to as “Participating School Districts” as follows:

### **WITNESSED:**

**WHEREAS**, the Participating School Districts are duly organized independent school districts for the purpose of providing public school education for persons within their geographical boundaries, and

**WHEREAS**, each Participating School District is interested in cooperating with other school districts in acquiring lands and buildings, organizing, establishing, financing, maintaining and operating a special intermediate school district on a site or sites to be selected by the school board of such special intermediate school district, and

**WHEREAS**, the Participating School Districts are eligible to organize and create a special intermediate school district pursuant to Chapter 775 Laws of 1969 (the “Enabling Legislation”), Minnesota Statutes §§ 136D.71-.76 and 471.59 and other applicable statutes for such purpose, and those participating school districts who are signatory hereto are the initial participants in such special intermediate school district.

**NOW, THEREFORE**, each of the Participating School Districts hereto hereby agree with the other Participating School Districts hereto as follows:

1. Purpose of Agreement: The Participating School Districts intend hereby to jointly and cooperatively create an intermediate school district, hereinafter the “District”, pursuant to the broad authority contained in the Enabling Legislation, Minn. Stat. § 471.59, Minn. Stat. § 136D.71-.76 (2018) and other statutes generally applicable to independent school districts for the purpose of acquisition of lands and buildings, organizing, establishing, financing, maintaining and operating an intermediate school district to serve generally the members and persons resident in the geographical area encompassed by said District.

2. Authority: Each Participating School District signatory hereto has been duly authorized by its school board to execute this Agreement.
3. Name: The District so created shall be known as “Northeast Metro Intermediate School District No. 916, State of Minnesota”.
4. Governing Board: The governing board (hereinafter the “Board”) shall contain one representative from each Participating School District, who shall serve at the pleasure of the Participating School District. Each Board member shall report quarterly to its participating district board concerning the activities of the District. Terms of office shall be four years, and shall commence on January 1. At its first meeting in January, the Board shall conduct an organizational meeting, and shall select a chair, vice-chair, and treasurer, no two of which shall be from the same Participating School District. A majority of the Board shall constitute a quorum for purposes of transacting the business of the Board. The Board may adopt Bylaws governing its procedures. Any person serving on the Board must also be serving as a member of his/her school district’s Governing Board.
5. Powers: The Board shall be vested with all those powers granted to independent school districts under statute, except as provided herein. The powers of the Board shall include but not be limited to the following:
  - (a) To acquire, maintain, and dispose of real and personal property;
  - (b) To enter into contracts for goods and services deemed to be in the best interests of the District;
  - (c) To employ and discharge employees;
  - (d) To prosecute and defend actions by or against the District;
  - (e) To establish and operate educational programming and other programs and services and make them available to Participating School Districts;
  - (f) To establish and maintain financial accounts;
  - (g) To acquire and maintain insurances as deemed necessary by the Board;
  - (h) To adopt policies governing the use of facilities; and



- (i) To engage in any other activity authorized by law in furtherance of the purpose set forth in Section One hereof.
- 6. Financing: The Board of the District share power to utilize financing as may be permitted by state law.
- 7. Participation and Enrollment in Programming: The Board shall establish policies governing participation and enrollment in District programs. The policies shall, at a minimum, include the following:
  - (a) Non-participating districts may only enroll students in intermediate school programs if there is space taking into consideration enrollment from all Participating School Districts.
  - (b) Access fees to programming by non-participating school districts shall be as established by the Board.
  - (c) In the event that a participating district withdraws from this Agreement, any students enrolled from such district at the time of withdrawal may remain enrolled until such time that the student is deemed eligible to graduate or return to member district. However, those students shall be required to pay the access fee established by the 916 Board as a non-participating district.
- 8. Liability: Subject to the withdrawal obligations established by Section 9 below, no Participating School District shall have direct individual liability for any debts or obligations of the District, nor shall any representatives on the Board have any such personal liability.
- 9. Withdrawal of Members: A Participating School District may elect to withdraw from this Joint Powers Agreement by a majority vote of its school board. Notice of withdrawal shall be in the form of a Resolution. Withdrawal notice must be given on or before February 1 and shall be effective June 30 of the calendar year following notice. The rights and obligations of a withdrawing Participating School District to assets and liabilities of the District shall be as follows:

(a) Financial Implications of Withdrawal – Existing Members. This Section applies to those independent school districts that are existing school districts as of the effective date of this amendment Agreement. The District's long-term assets and liabilities will be determined through independent appraisals performed by qualified actuaries and appraisers, and as described below, using valuations as of the effective date of withdrawal.

1. Long Term Employment Obligations

(a) The actuarial firm that issued the District's most recent three-year actuarial report shall determine the actuarial values of the District's long-term Other Post-Employment Benefits (OPEB) and severance liabilities as of the effective date of withdrawal. The exiting member district will be required to pay a one-time allocation equal to the amount of the last three-year benefit payment average, multiplied by the exiting district's percentage of 916 student body. If an actuarial report must be prepared for the purpose of determining actuarial values as of an exiting school district's effective date of withdrawal (because the effective date falls in the middle of the two-year report cycle), the District and the exiting school district will each pay half of the cost of the report, and this cost must be mutually agreed upon prior to the commencement of the actuarial contract. If agreement on cost is not resolved within the final year of membership, the District has the right to set the value based on the previous actuarial report provided.

*Payment = (3 year average OPEB benefit payment) x (exiting district percentage of 916 student body)*

2. District Debt Service Obligations

- (a) The District and the exiting district have agreed to follow the member district's vesting schedule noted below. Based on the exiting district's number of years as a contributing member to the District's debt service schedule, the exiting district will be liable for a one-year allocation, due to commence at the point of severance, based on the vesting schedule and the previous audited financial portion of the District's debt service schedule.

**Member vesting payment % requirement**

0-10	100%
11-20	75%
21-30	50%
31-40	25%
40+	0%

*Payment = (exiting member current year lease levy obligation) x (Member Vesting Payment %)*

3. Current Liability Release

- (a) The exiting school district will forfeit any proportionate share of the District's assets, and the District will not hold the exiting district responsible for any additional liabilities noted after the close of the exiting year, if the exiting member agrees to a single-year allocation of the membership fee per APU (average pupil unit), equal to the rate set when the

exiting district gave notice of departure, multiplied by the aforementioned member vesting payment percentage.

$$\text{Payment} = (\text{Membership Fee}) \times (\text{APU}) \times (\text{Member Vesting Payment \%})$$

4. Future Member Withdrawal Fee

- 1) This section applies to those independent school districts that become members of the District on or after the effective date of this Agreement, henceforth referred to as future member districts. Future member districts shall be required to meet the obligations set forth in Section 9(a)1-3a. In addition to the above requirements, a district that joins the District on or after this Agreement's effective date and subsequently withdraws from the District shall pay the District an additional sum of fifty dollars (\$50) multiplied by the total number of APUs in the withdrawing school district on the effective date of withdrawal.

$$\text{Payment} = (50.00) \times (\text{APU})$$

- 2) The withdrawal fee described in this section does not apply to a school district that joins the District on or after the effective date of this Agreement and had previously been a member of the District for six (6) years or longer.

5. Payment Structure

(a) Payment from the exiting school district to the District pursuant to this section will be made as soon as possible following the effective date of withdrawal. Unless otherwise mutually agreed upon, all payments will be made within three years of the effective date of withdrawal. An interest rate equal to the prime lending rate (in effect at the time the interest begins to accrue) plus two percent (2%) applies to any balance outstanding after one (1) year.

10. Addition of Members: If a school district wishes to become a member of the District, it may petition the Board for membership. The petition shall be in the form of a resolution. Addition of a new member shall require an affirmative majority vote of all members of the Board and a majority vote of the petitioning district and as allowed per Minnesota Statute 136D.76 Subd. 2(2018). Addition of a new member shall be on terms determined by the Board. Once a school district becomes a member, it shall be considered a “Participating School District” for purposes of this Agreement.
11. Local Levy: By agreement or by agreeing to this Agreement, participating district agrees to approve the participating district’s local levy pro rata share.
12. Amendment and Review: The Agreement shall be reviewed once every five years. This Agreement may be amended from time to time as deemed necessary by an instrument duly executed by all the parties hereto.
13. Annual Meeting: The parties to this agreement agree to meet annually for a review.
14. Miscellaneous: This Agreement is subject to the following:
  - (a) Severability. If any provision, or application of a provision of this Agreement is held invalid, illegal, unenforceable, or in conflict with law, the validity, legality, and enforceability of the remaining provisions, and the application of the provision in circumstances other than those as to

which it is held invalid, shall not be affected and shall continue in full force.

- (b) Governing law. This Agreement shall be construed and enforced in accordance with Minnesota law. Nothing herein shall be construed contrary to law.
- (c) Counterparts. This Agreement may be executed in counterparts.
- (d) Captions. The captions used in this Agreement are for reference only and shall not be considered a part of the Agreement.
- (e) Notices. All notices required under this Agreement shall be in writing and sent first class U.S. mail addressed to the Participating School District, or the Board, at their respective administrative offices.
- (f) Records and Reports. The books and records, including minutes and the original fully executed Agreement, of the Board shall be subject to the provisions of Minn. Stat. Chapter 13. They shall be maintained at the District Office of Northeast Metro Intermediate School District No. 916.

**IN WITNESS WHEREOF** the parties have caused this agreement to be executed on the dates appearing below opposite the signatures of each participating school district representatives.

Dated \_\_\_\_\_, 2021 INDEPENDENT SCHOOL DISTRICT #12  
Centennial, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

Dated \_\_\_\_\_, 2021 INDEPENDENT SCHOOL DISTRICT #13  
Columbia Heights, Minnesota

By: \_\_\_\_\_

Chairman

And: \_\_\_\_\_  
Clerk

Dated \_\_\_\_\_, 2021 INDEPENDENT SCHOOL DISTRICT #14  
Fridley, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

Dated \_\_\_\_\_, 2021 INDEPENDENT SCHOOL DISTRICT #16  
Spring Lake Park, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

Dated \_\_\_\_\_, 2021 INDEPENDENT SCHOOL DISTRICT #282  
St. Anthony-New Brighton, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

INDEPENDENT SCHOOL DISTRICT  
#621 Mounds View, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_

Clerk

INDEPENDENT SCHOOL DISTRICT  
#622 North St. Paul-Maplewood Oakdale,  
Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

INDEPENDENT SCHOOL DISTRICT #623  
Roseville, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

INDEPENDENT SCHOOL DISTRICT #624  
White Bear Lake, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

INDEPENDENT SCHOOL DISTRICT #831  
Forest Lake, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk



INDEPENDENT SCHOOL DISTRICT #832  
Mahtomedi, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

INDEPENDENT SCHOOL DISTRICT #833  
South Washington County, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

INDEPENDENT SCHOOL DISTRICT #834  
Stillwater, Minnesota

By: \_\_\_\_\_  
Chairman

And: \_\_\_\_\_  
Clerk

Member District Scorecard

NO.	MEMBER DISTRICTS	Year of Membership	Years as a Member	Obligation Percentage	Financial Obligation				Total
					Severance	Debt	Current		
834	Stillwater	1987	34	0.25	\$ 134,539.77	\$ 118,506.98	\$ 49,711.23	\$ -	\$ 302,757.97

Tax Impact Matrix

		*Exiting District													
		Centennial	Columbia Heights	Forest Lake	Fridley	Mahtomedi	Mounds View	North St. Paul	Roseville	South Washington County	Spring Lake Park	St. Anthony	St. Francis	Stillwater	White Bear Lake
12	Centennial		\$ 9,355.00	\$ 17,001.00	\$ 7,823.00	\$ 9,231.00	\$ 37,312.00	\$ 32,392.00	\$ 22,280.00	\$ 62,195.00	\$ 17,292.00	\$ 5,012.00	\$ 11,569.00	\$ 25,138.00	\$ 26,587.00
13	Columbia Heights	\$ 9,669.00		\$ 8,759.00	\$ 4,030.00	\$ 4,754.00	\$ 19,221.00	\$ 16,687.00	\$ 11,478.00	\$ 32,041.00	\$ 8,907.00	\$ 2,579.00	\$ 5,959.00	\$ 12,949.00	\$ 13,697.00
831	Forest Lake	\$ 17,108.00	\$ 8,525.00		\$ 7,129.00	\$ 8,414.00	\$ 34,004.00	\$ 29,521.00	\$ 20,304.00	\$ 56,683.00	\$ 15,758.00	\$ 4,566.00	\$ 10,544.00	\$ 22,910.00	\$ 24,230.00
14	Fridley	\$ 8,130.00	\$ 4,053.00	\$ 7,364.00		\$ 3,998.00	\$ 16,161.00	\$ 14,030.00	\$ 9,651.00	\$ 26,940.00	\$ 7,489.00	\$ 2,170.00	\$ 5,012.00	\$ 10,887.00	\$ 11,515.00
832	Mahtomedi	\$ 9,546.00	\$ 4,759.00	\$ 8,647.00	\$ 3,979.00		\$ 18,975.00	\$ 16,473.00	\$ 11,331.00	\$ 31,630.00	\$ 8,795.00	\$ 2,547.00	\$ 5,884.00	\$ 12,783.00	\$ 13,521.00
621	Mounds View	\$ 35,073.00	\$ 17,483.00	\$ 31,769.00	\$ 14,621.00	\$ 17,251.00		\$ 60,526.00	\$ 41,633.00	\$ 116,217.00	\$ 32,311.00	\$ 9,361.00	\$ 21,618.00	\$ 46,973.00	\$ 49,679.00
622	North St. Paul	\$ 30,940.00	\$ 15,422.00	\$ 28,027.00	\$ 12,896.00	\$ 15,218.00	\$ 61,506.00		\$ 36,728.00	\$ 102,524.00	\$ 28,503.00	\$ 8,258.00	\$ 19,071.00	\$ 41,438.00	\$ 43,825.00
623	Roseville	\$ 22,015.00	\$ 10,972.00	\$ 19,942.00	\$ 9,175.00	\$ 10,827.00	\$ 43,762.00	\$ 37,991.00		\$ 72,946.00	\$ 20,280.00	\$ 5,876.00	\$ 13,568.00	\$ 29,484.00	\$ 31,184.00
833	South Washington County	\$ 54,102.00	\$ 26,968.00	\$ 49,009.00	\$ 22,552.00	\$ 26,610.00	\$ 107,551.00	\$ 93,369.00	\$ 64,222.00		\$ 49,844.00	\$ 14,441.00	\$ 33,348.00	\$ 72,460.00	\$ 76,637.00
16	Spring Lake Park	\$ 17,379.00	\$ 8,663.00	\$ 15,743.00	\$ 7,243.00	\$ 8,548.00	\$ 34,549.00	\$ 29,993.00	\$ 20,629.00	\$ 57,591.00		\$ 4,639.00	\$ 10,712.00	\$ 23,275.00	\$ 24,618.00
282	St. Anthony	\$ 5,258.00	\$ 2,622.00	\$ 4,764.00	\$ 2,192.00	\$ 2,586.00	\$ 10,454.00	\$ 9,076.00	\$ 6,241.00	\$ 17,427.00	\$ 4,844.00		\$ 3,241.00	\$ 7,042.00	\$ 7,449.00
15	St. Francis	\$ 11,862.00	\$ 5,911.00	\$ 10,746.00	\$ 4,943.00	\$ 5,835.00	\$ 23,581.00	\$ 20,471.00	\$ 14,080.00	\$ 39,309.00	\$ 10,928.00	\$ 3,164.00		\$ 15,887.00	\$ 16,803.00
834	Stillwater	\$ 22,243.00	\$ 11,088.00	\$ 20,150.00	\$ 9,272.00	\$ 10,941.00	\$ 44,217.00	\$ 38,387.00	\$ 26,404.00	\$ 73,708.00	\$ 20,492.00	\$ 5,938.00	\$ 13,711.00		\$ 31,508.00
624	White Bear Lake	\$ 24,691.00	\$ 12,307.00	\$ 22,366.00	\$ 10,292.00	\$ 12,144.00	\$ 49,084.00	\$ 42,612.00	\$ 29,308.00	\$ 81,820.00	\$ 22,746.00	\$ 6,590.00	\$ 15,220.00	\$ 33,069.00	

\* This represents the annual tax impact of a member district leaving 916

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## Intermediate School District 916, Northeast Metro, Minnesota

ADJ PU % Share		
12	Centennial	6.5%
13	Columbia Heights	3.3%
831	Forest Lake	5.9%
14	Fridley	2.8%
832	Mahtomedi	3.3%
621	Mounds View	12.1%
622	North St. Paul	10.7%
623	Roseville	7.6%
833	South Washington County	18.6%
16	Spring Lake Park	6.0%
282	St. Anthony	1.8%
15	St. Francis	4.1%
834	Stillwater	8.5%
624	White Bear Lake	8.9%
Total		100.0%



**Agenda Item VIII. B.**  
**Date Prepared: March 19, 2021**  
**ISD 834 Board Meeting**

**Report Agenda:** Contract and Expenditure Reviews

**Meeting Date:** April 8, 2021

**Contact Person:** Dr. John Thein, Director of Finance

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**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 March 19, 2021 to April 1, 2021.**

- Allina Health System d/b/a Courage Kenny Rehabilitation Institute – will provide therapy, consultation and direct service to children identified per criteria Monday through Friday. Agreement was fully executed on March 23, 2021 and will end on May 27, 2021. Cost is approximately \$23,954.70.
- Johnson Controls – replacement of eight clocks at Afton-Lakeland Elementary. Cost is \$2,080.00.
- Paula Forbes/Forbes-Solutions, PLLC – provide professional development, and consulting services pursuant to the Scope of Work (i.e. Board and Cabinet Development, Strategic Action Planning and Equity Learning Series). Cost for services will not exceed \$35,000.00 unless approved by the District either verbally or in writing.
- VelocityEHS/MSDSonline – online subscription to monitor chemical inventory for our district. Cost is \$17,769.00 for three years (June 2021 – June 2024).

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**Recommendation:**

This is a report for information.



**Agenda Item VIII.C.**  
**Date Prepared: March 31, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Policies for First Reading  
Meeting Date: April 8, 2021  
Contact Person(s): Dr. Jennifer Cherry

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*Summary:*

The 2021 Policy Working Group will be presenting these policies for their first reading.

- Policy 701- Establishment and Adoption of School District Budget. This is a new policy
- Policy 701.1 - Modification of School District Budget. This is a new policy
- Policy 702 – Accounting. This is a new policy
- Policy 703 - Annual Audit. This is a new policy

The policies are included for your review.

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*Recommendation:*

These policies will come for a second reading at the next Board meeting.

## Non-Instructional Operations

POLICY TITLE	POLICY NUMBER	ADOPTED	REVIEW FREQUENCY
<b>ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET</b>	<b>701</b>		<b>Review Cycle: 3 Year</b>

### I. PURPOSE

The purpose of this policy is to establish lines of authority and procedures for the establishment of the school district's revenue and expenditure budgets.

### II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral part of program planning so that the annual budget will effectively express and implement school board goals and the priorities of the school district.

### III. REQUIREMENT

- A. The superintendent or such other school official as designated by the superintendent or the school board shall each year prepare preliminary revenue and expenditure budgets for review by the school board or its designated committee or committees. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected.
- B. The school district must maintain separate accounts to identify revenues and expenditures for each building. Expenditures shall be reported in compliance with Minn. Stat. § 123B.76.
- C. Prior to July 1 of each year, the school board shall approve and adopt its initial revenue and expenditure budgets for the next school year. The adopted expenditure budget document shall be considered the school board's expenditure authorization for that school year. No funds may be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year.
- D. Each year, the school district shall publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures, and fund balances for the prior year, and the projected fund balances for the current year in the form prescribed by the Commissioner within one week of the acceptance of the final audit by the school board, or November 30, whichever is earlier. A statement shall be included in the publication that the complete

budget in detail may be inspected by any resident of the school district upon request to the superintendent. A summary of this information and the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district. At the same time as this publication, the school district shall publish the other information required by Minn. Stat. § 123B.10.

- E. At the public hearing on the adoption of the school district's proposed property tax levy, the school board shall review its current budget and the proposed property taxes payable in the following calendar year.
- F. The school district must also post the materials specified in Paragraph III.D. above on the school district's official website, including a link to the school district's school report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

#### **IV. IMPLEMENTATION**

- A. The school board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but maintains the ultimate responsibility for this function.
- B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).
- C. The superintendent or the superintendent's designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to school board approval.
- D. Supplies and capital equipment can be ordered prior to budget adoption only by authority of the school board. If additional personnel are provided in the proposed budget, actual hiring may not occur until the budget is adopted unless otherwise approved by the school board. Other funds to be expended in a subsequent school year may not be encumbered prior to budget adoption unless specifically approved by the school board.
- E. The school district shall make such reports to the Commissioner as required relating to initial allocations of revenue, reallocations of revenue, and expenditures of funds.

***Legal References:*** Minn. Stat. § 123B.10 (Publication of Financial Information)  
Minn. Stat. § 123B.76 (Expenditures; Reporting)  
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirements)

## Non-Instructional Operations

POLICY TITLE	POLICY NUMBER	ADOPTED	REVIEW FREQUENCY
<b>MODIFICATION OF SCHOOL DISTRICT BUDGET</b>	<b>701.1</b>		<b>Review Cycle: 3 Year</b>

### I. PURPOSE

The purpose of this policy is to establish procedures for the modification of the school district's adopted revenue and expenditure budgets.

### II. GENERAL STATEMENT OF POLICY

The policy of this school district is to modify its revenue and expenditure budgets in accordance with the applicable provisions of law.

### III. REQUIREMENT

- A. The school district's adopted expenditure budget shall be considered the school board's expenditure authorization for that school year.
- B. If revisions or modifications in the adopted expenditure budget are determined to be advisable by the administration, the superintendent or designee shall recommend the proposed changes to the school board. The proposed changes shall be accompanied by sufficient and appropriate background information on the revenue and policy issues involved to allow the school board to make an informed decision. A school board member may also propose modifications on that board member's own motion, provided, however, the school board member is encouraged to review the proposed modifications with the superintendent prior to their being proposed so that the administration may prepare necessary background materials for the school board prior to its consideration of those proposed modifications.
- C. If sufficient funds are not included in the expenditure budget in a particular fund to allow the proposed expenditure, funds for this purpose may not be expended from that fund prior to the adoption of an expenditure budget amendment by the school board to authorize that expenditure for that school year. An amended expenditure shall not exceed the projected revenues available for that purpose in that fund.
- D. The school district's revenue budget shall be amended from time to time during a fiscal year to reflect updated or revised revenue estimates. The superintendent or designee shall make recommendations to the school board for appropriate revisions. If necessary, the school board shall also make necessary revisions in the expenditure budget if it appears that expenditures would otherwise exceed revenues and fund balances in a fund.

**Legal References:** Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirement)



## Non-Instructional Operations

POLICY TITLE	POLICY NUMBER	ADOPTED	REVIEW FREQUENCY
<b>ACCOUNTING</b>	<b>702</b>		<b>Review Cycle: 3 Year</b>

### I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts provided for in guidelines adopted by the Minnesota Department of Education.

### II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

### III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in the guidelines adopted by the Minnesota Department of Education and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

### IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to Minn. Stat. § 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with Minn. Stat. § 123B.79, as amended, or other applicable statute.

### V. REPORTING

The school board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in Minn. Stat. § 123B.10 in the manner specified therein.

**Legal References:**

- Minn. Stat. § 123B.02 (School District Powers)
- Minn. Stat. § 123B.09 (School Board Powers)
- Minn. Stat. § 123B.10 (Publication of Financial Information)
- Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)
- Minn. Stat. § 123B.75 (Revenue)
- Minn. Stat. § 123B.76 (Expenditures)
- Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
- Minn. Stat. § 123B.78 (Cash Flow, Revenues, Borrowing, Deficits)
- Minn. Stat. § 123B.79 (Permanent Fund Transfers)
- Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

## Non-Instructional Operations

POLICY TITLE	POLICY NUMBER	ADOPTED	REVIEW FREQUENCY
<b>ANNUAL AUDIT</b>	<b>703</b>		<b>Review Cycle: 3 Year</b>

### I. PURPOSE

The purpose of this policy is to provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

### II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all laws relating to the annual audit of the books and records of the school district.

### III. REQUIREMENT

- A. The school board shall appoint independent certified public accountants to audit, examine, and report upon the books and records of the school district. The school board shall enter into a contract with a person or firm to provide the agreed upon services.
- B. After the close of each fiscal year, the books, records, and accounts of the school district shall be audited by said independent certified public accountants in accordance with applicable standards and legal requirements. The superintendent and members of the administration shall cooperate with the auditors.
- C. The school district shall, prior to September 15 of each year, submit unaudited financial data for the preceding year to the Commissioner of Education (Commissioner) on forms prescribed by the Commissioner. The report shall also include those items required by Minn. Stat. § 123B.14, Subd. 7.
- D. The school district shall, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district shall, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with and correction of material differences in the unaudited data. The audited financial statement must also provide a statement of assurance pertaining to compliance with uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.

- E. The audit must be conducted in compliance with generally accepted governmental auditing standards, the Federal Single Audit Act and the Minnesota Legal Compliance Audit Guide issued by the Office of the State Auditor.
- F. Each year, the school board must approve the audit report by resolution or require a further or amended report.
- G. The administration shall report to the school board regarding any actions necessary to correct any deficiencies or exceptions noted in the audit.
- H. The accounts and records of the school district shall also be subject to audit and inspection by the State Auditor to the extent provided in Minn. Stat. Ch. 6.

***Legal References:*** Minn. Stat. Ch. 6 (State Auditor)  
Minn. Stat. § 123B.02 (School District Powers)  
Minn. Stat. § 123B.09 (School Board Powers)  
Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)  
Minn.Stat. § 123B.77, Subds. 2 and 3 (Audited Financial Statements; Statement for Comparison and Correction)



**Agenda Item: VIII. D.**  
**Date Prepared: March 31, 2021**

Agenda Item: Student Achievement Update  
Meeting Date: April 8, 2021  
Contact Person: Dr. Jennifer Cherry, Assistant Superintendent

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*Background:*

The COVID-19 pandemic has impacted learning modes and disrupted assessment and accountability systems. Due to an emergency shift to distance learning in March 2020 state standardized testing did not occur for the 2019-2020 school year. In response to an opportunity from the U.S. Department of Education, Minnesota submitted a waiver for the accountability sections of its Every Student Succeeds Act (ESSA) state plan. Under this waiver, Minnesota will still collect and report data on student learning during the 2020-2021 school year. However, due to the effects of the COVID-19 pandemic on data collection and usability, data collected during the 2020-21 school year will not be used for accountability purposes.

This report includes a comparison of the student performance data available for the 2019-2020 and 2020-2021 school year. State and national reports indicate significant learning loss is expected due to the pandemic. Overall, Stillwater Area Public School student outcomes are much better than expected through the pandemic. A series of future School Board reports will include program updates which support student achievement.

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*Recommendation:*

This is a report for information. No action is required.



# **Student Achievement Data Update 2019-2020 & 2020-2021**



Presented to the School Board  
April 8, 2021

*Curiosity Thrives Here*

# Purpose of Presentation

- Provide overview of assessment and testing
- Consider COVID's impacts on measuring and analyzing student achievement
- Review student performance indicators:
  - Literacy
  - Math
  - Career and college readiness

# Assessment Overview

Assessment	Grade Levels
ACCESS and Alternate ACCESS for English Language Learners	K-12
Accuplacer	11 & 12
ACT Plus Writing	11
Advanced Placement Tests	9-12
Benchmark Assessment System	K-5
Cognitive Abilities Test (CoGAT 7)	3
FastBridge	K-5
Minnesota Comprehensive Assessment (MCA) and Minnesota Test of Academic Skills (MTAS)	3-11
 <b>NWEA Measures of Academic Progress (MAP)</b>	6-8
 <b>Pre-ACT</b>	10
PSAT	10 & 11

# COVID-19 Impact on Testing

## Statewide Testing

- MCAs & MTAS were cancelled 2020
- ACCESS was cancelled 2020
- No assessment data publicly available for 2019-2020
- On site testing only 2021

## Districtwide Testing:

- Spring 2020 Fastbridge assessments not administered for K-5
- ACT was delayed from spring 2020 to fall 2020
- Advanced Placement (AP) tests were partially administered in spring 2020



# ELEMENTARY: Literacy Achievement

Assessment	Grade Levels	Pre-Pandemic 2019-2020		Pandemic 2020-2021	
		Fall 2019	Winter 2020	Fall 2020	Winter 2021
earlyReading	K-1	<b>66%</b> at or above grade level benchmark	<b>58%</b> at or above grade level benchmark	<b>61%</b> at or above grade level benchmark	*Not available
aReading	2-5	<b>72%</b> at or above grade level benchmark	<b>69%</b> at or above grade level benchmark	<b>71%</b> at or above grade level benchmark	<b>69%</b> at or above grade level benchmark

*\*Only assessed students receiving intervention services or recommended by teachers*

# ELEMENTARY: Math Achievement

Assessment	Grade Levels	Pre-Pandemic 2019-2020		Pandemic 2020-2021	
		Fall 2019	Winter 2020	Fall 2020	Winter 2021
earlyMath	K-1	<b>76%</b> at or above grade level benchmark	<b>71%</b> at or above grade level benchmark	<b>76%</b> at or above grade level benchmark	*Not available
aMath	2-5	<b>78%</b> at or above grade level benchmark	<b>76%</b> at or above grade level benchmark	<b>74%</b> at or above grade level benchmark	<b>72%</b> at or above grade level benchmark

*\*Only assessed students receiving intervention services or recommended by teachers*

# MIDDLE SCHOOL: Literacy Achievement

Assessment	Grade Levels	Pre-Pandemic 2019-2020		Pandemic 2020-2021	
		Fall 2019	Early Spring 2020	Fall 2020	Spring 2020
NWEA MAP Growth Reading	6	Mean RIT Score = <b>218.6</b>	Mean RIT Score = <b>220.7</b>	Mean RIT Score = <b>216.5</b> (Norm = 210.17)	Data not yet available
	7	Mean RIT Score = <b>221.3</b>	Mean RIT Score = <b>223.7</b>	Mean RIT Score = <b>221.8</b> (Norm = 214.20)	Data not yet available
	8	Mean RIT Score = <b>226.3</b>	Mean RIT Score = <b>228</b>	Mean RIT Score = <b>224.6</b> (Norm = 218.01)	Data not yet available

# MIDDLE SCHOOL: Math Achievement

Assessment	Grade Level	Pre-Pandemic 2019-2020		Pandemic 2020-2021	
		Fall 2019	Early Spring 2020	Fall 2020	Spring 2021
NWEA MAP Growth Math	6	Mean RIT Score = <b>224.2</b>	Mean RIT Score = <b>229</b>	Mean RIT Score = <b>218.3</b> (Norm = 214.75)	Data not yet available
	7	Mean RIT Score = <b>232</b>	Mean RIT Score = <b>234</b>	Mean RIT Score = <b>227.4</b> (Norm = 220.21)	Data not yet available
	8	Mean RIT Score = <b>238.2</b>	Mean RIT Score = <b>240</b>	Mean RIT Score = <b>228</b> (Norm = 224.92)	Data not yet available

# HIGH SCHOOL: Achievement

	<i>Pre-Pandemic 2019-2020</i>		<i>Pandemic 2020-2021</i>	
	<b>Fall 2019</b>		<b>Fall 2020</b>	
<b>Grade</b>	<b>Total # of Students</b>	<b>% of Students Earning Credit in All Courses</b>	<b>Total # of Students</b>	<b>% of Students Earning Credit in All Courses</b>
9	654	<b>98.2%</b>	704	<b>86.8%</b>
10	696	<b>90.5%</b>	651	<b>86.9%</b>
11	686	<b>88.8%</b>	691	<b>84.2%</b>
12	654	<b>93.6%</b>	672	<b>86.3%</b>

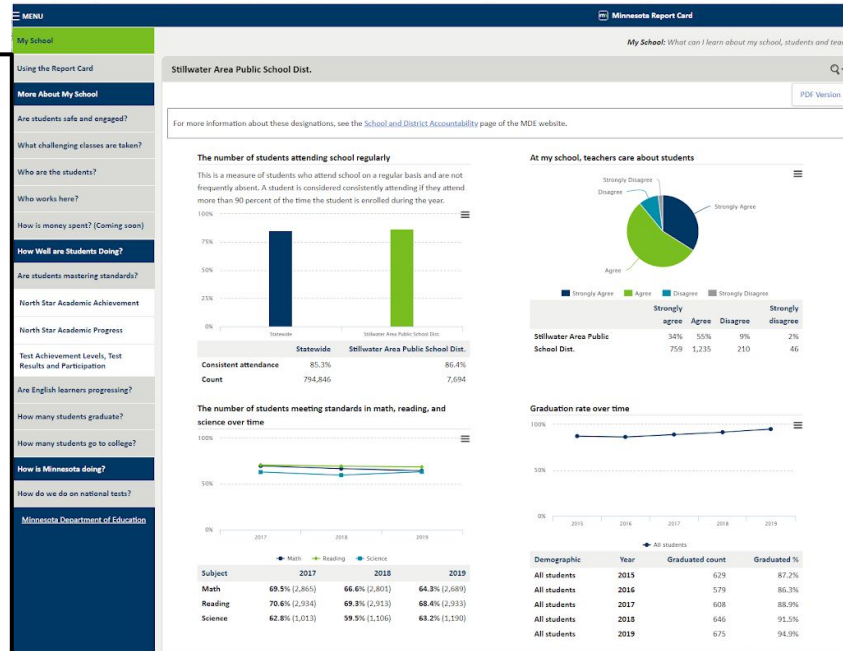
# HIGH SCHOOL: College/Career Readiness

Assessment	Grade Level	2019	2020	
		Stillwater Average	Stillwater Average	National Average
Pre-ACT	10	19.9	20.3	19.6
ACT	12	23.1	23.1	20.6

# The Minnesota Report Card

## Available District/School Data

- Attendance Data
- Student Demographics
- MN Student Survey Data
- Graduation Rates
- MCA/MTAS Participation
- MCA/MTAS Proficiency Rates
- MCA/MTAS Achievement Levels
- ACCESS Progress



<https://rc.education.mn.gov/>

## Sort or Filter by

- Test type
- School
- Grade level
- Subject
- Included students
- Race/Ethnicity
- Gender
- English Learner
- Special Education
- Free/Reduced Lunch
- Migrant
- Active Duty Parent
- Homeless
- SLIFE

Due to COVID-19, no 2020 summarized assessment data for MCA, MTAS, ACCESS, or Alternate ACCESS is available.  
 \*\*2021 tests will be administered for students on site; results shall not be used for student or program decisions\*\*

# Future Achievement Presentations

- Program results
  - Multi-tiered systems of support (MTSS), BARR, AVID, behavioral supports, gifted and talented, multilingual learners, Pathways, Special Education
- Curriculum update (literacy)
- Read Well by 3rd Grade Plan
- Q-Comp (quality compensation program) report
- World's Best Workforce





**Agenda Item: IX. A.**  
**Date Prepared: March 19, 2021**

Agenda Item: In-Person School Board Meeting Update

Meeting Date: March 25, 2021

Contact Person: Mr. John Perry, Director of Learning, Technology, and Design Systems

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*Background:*

Mr. Perry will present an overview of the setup and options for in-person board meetings at the Oak Park Professional Development Center.

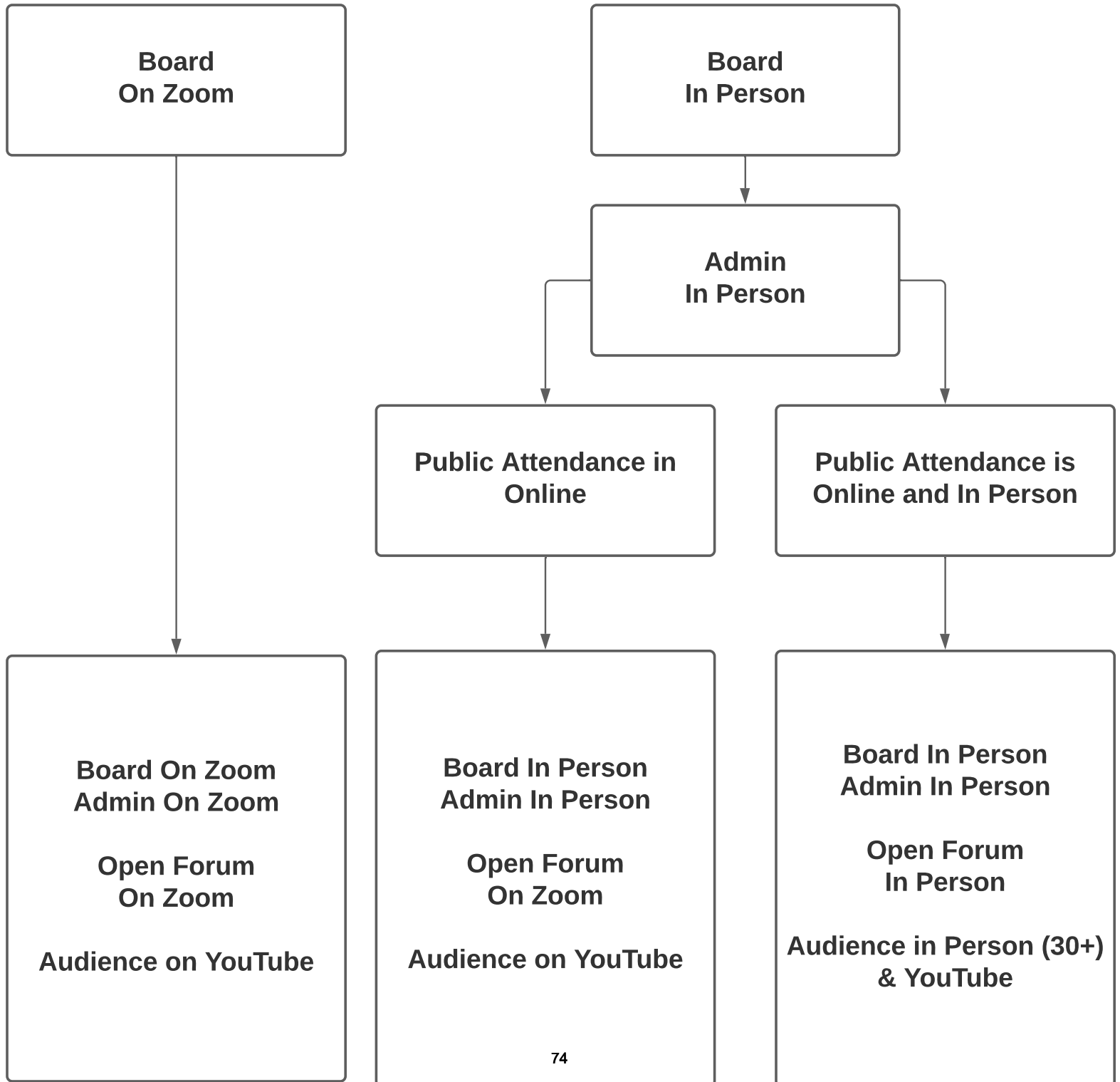
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Recommendation

A motion and a second to approve In-Person School Board Meetings.

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_ **Vote:** \_\_\_\_\_

# Board Meeting Options



[illegible]



**Agenda Item IX. B**  
**Date Prepared: April 2, 2021**  
**ISD 834 Board Meeting**

Agenda Item: 2019-2021 Custodial Employees Master Contract  
Meeting Date: April 8, 2021  
Contact Person: Cindy Gustafson, Human Resources Director

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*Background:*

The Master Contract for the Custodial Employees, represented by the International Union of Operating Engineers expired on June 30, 2019.

The District has recently reached agreement on the terms and conditions of employment for the 2019-2021 Master Contract with the Custodial Employees, covering the period of July 1, 2019 through June 30, 2021.

Information regarding the updates will be provided to the Board. Settlement is within board parameters. Administration recommends approval of the Master Contract.

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*Recommendation:*

A motion and second will be requested to approve the Master Contract with the Custodial Employees.

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_ **Vote:** \_\_\_\_\_



**Agenda Item IX.C.**  
**Date Prepared: April 2, 2021**  
**ISD 834 Board Meeting**

Agenda Item: 2019-2021 Principal Master Contract  
Meeting Date: April 8, 2021  
Contact Person: Cindy Gustafson, Human Resources Director

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*Background:*

The Master Contract for Principals expired on June 30, 2019.

The District has recently reached agreement on the terms and conditions of employment for the 2019-2021 Master Contract with Principals, covering the period of July 1, 2019 through June 30, 2021.

Information regarding the updates will be provided to the Board. Settlement is within board parameters. Administration recommends approval of the Master Contract.

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*Recommendation:*

A motion and second will be requested to approve the Master Contract with Principals.

**Motion by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_ **Vote:** \_\_\_\_\_



**Agenda Item IX. D.**  
**Date Prepared: April 2, 2021**  
**ISD 834 Board Meeting**

Action Item: A Resolution providing for the Issuance and Sale of Certificates of Participation for the expansion of Brookview Elementary

Meeting Date: April 8, 2021

Contact Person: Interim Superintendent Lansfeldt

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*Background:*

At the March 25, 2021 Work Session, administration recommended the school board approve an expansion of eight classrooms at Brookview Elementary. The expansion would provide space to address new housing development in the area, which is occurring faster than originally planned by city officials.

Administration recommends a resolution providing for the issuance and sale of certificates of participation for the expansion of Brookview Elementary not to exceed 7.25 million.

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*Recommendation:*

A motion and second to a resolution providing for the issuance and sale of certificates of will be requested.

*Motion by:*\_\_\_\_\_ *Second by:*\_\_\_\_\_ *Vote:*\_\_\_\_\_



**Agenda Item X. A. B. C.**  
**Date Prepared: March 11, 2021**  
**ISD 834 Board Meeting**

Agenda Item: School Board Reports  
Meeting Date: April 8, 2021

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*Background:*

- A. Working Group Reports
  - 1. Finance and Operations
  - 2. Legislative
  - 3. Policy
- B. Board Member Reports
- C. Board Chair Report

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.

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*Recommendation:*

Board action is not required.



**Agenda Item XI. A.**  
**Date Prepared: March 11, 2021**  
**ISD 834 Board Meeting**

Agenda Item: Adjournment  
Meeting Date: April 8, 2021  
Contact Person: School Board Chair

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The meeting must formally adjourn.