



Independent School District No. 834 – Stillwater Area Public Schools  
Video Conference  
August 14, 2020 – 4:00 p.m. Special Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 4:01 p.m.
- II. **Roll Call:** Present: Sarah Stivland, chair; Mike Ptacek, clerk; Tina Riehle, treasurer; Jennifer Pelletier, director; Liz Weisberg, director
- III. **Approval of the Agenda**

*Motion to approve the agenda by Member Riehle; Seconded by: Member Weisberg; Vote: 4 ayes, 1 nay (Pelletier), Motion Carried.*

IV. **Consent Agenda**

- A. Human Resources Report  
Director Ptacek recognized the retirees.

*Motion by Member Ptacek to approve item A; Second by: Member Weisberg; Vote: 5 ayes, 0 nays, Motion Carried Unanimously.*

V. **Fall 2020-21 District Learning Model Update/ Staffing Needs for 2020-21 School Year due to COVID-19**

Interim Superintendent Lansfeldt shared the MN Safe Learning Plan for 2020-21 and the decision process involved: consider county-level data to determine MDE's Recommended Base Learning Model; consult with health officials to examine local data and consider impact on schools; evaluate our district's ability to implement required and recommended protocols (i.e. staffing, transportation, supplies, protocols, physical distancing); determine the learning model to begin the school year; and monitor community and school-level impact of COVID on a regular basis and adjust if needed.

The MDE recommended base learning model for our county's current data is the Hybrid Learning Model. Most of our neighboring counties are also in the hybrid model (Forrest Lake – in person K-5, hybrid 6-12, Hastings - hybrid K-12, Mahtomedi – hybrid K-12, North St Paul-Maplewood-Oakdale – distance learning K-12, South Washington – hybrid K-12 and White Bear Lake - hybrid K-12. We are currently on the dial for in person learning model for elementary students and the Hybrid Learning Model for secondary students. In meeting with staff of Washington County, they indicated that COVID positive cases for the 5-18 year range for children beginning May 29 were 27 cases and by August 10 there was a cumulative of 292 cases taking into consideration they were not testing children in the beginning of the pandemic. It is 100% affirmative that there will be cases of COVID in our schools. We need to watch the county rates and how we mitigate these cases and ensure we have safe facilities for students/staff/families.

Through the survey sent out to families, 75% of our students have opted for learning on the dial with the possibility of in person two days a week and then in person 5 days per week. 25% of student opted for 100% online. These numbers are typical across the area from what other districts are reporting. 73% of staff members responded to the survey that they are unable to return to in person and hybrid. We are working with 66 staff members to accommodate this, as we have some staff that can fill some of these positions.

If we are able to accommodate all teachers' needs at this time we would need 11 more FTEs. We will do our best to not shift teacher assignments between grade levels, buildings and online. Our on the Dial Staff needs are shown in the table below.

Position(s)	Estimated FTE	Estimated Cost
Classroom teachers	11	\$1,177,000
Custodians (restoration of cut positions)	4	\$254,000
Custodians (increased cleaning/sanitizing)	37	\$1,628,000
Online Learning Principal	1	\$172,000
COVID Nursing Triage	1	\$68,000
Online Family Tech Support	1	\$59,000
Totals	55	\$3,358,000

Other current considerations include some high school courses are only offered online and not in-person at the high school; some are only offered in-person but not online, combining some students from different schools for 100% online learning, and some teachers may need to teach both online and in-person/hybrid

Other staffing needs would be childcare with an estimated staff of 45 at a cost of \$515,000 and food service with an estimated staff of 20 at a cost of \$93,000.

Safety measures will be sent out to families and put on the website. We will continue to collaborate with staff on their safety needs and have worked with SCEA to put these in place.

Next steps will be determining if we can maintain existing program models or if they need to be changed. Also prioritizing staffing to honor our teacher and staff accommodation requests, support our students' and families' online learning needs and ensure we meet all cleaning and sanitizing requirements.

Interim Superintendent Lansfeldt indicated our top priorities right now is to staff the schools and hiring of the custodial staff.

*Motion by Member Riehle to approve the 11 teaching positions as requested from administration; Second by Member Weisberg. Vote: 5 ayes, 0 nays. Motion carried unanimously.*

*Motion to amend by Member Pelletier to approve the 11 teaching positions and add 4 custodians; Second by Member Weisberg. Vote: 5 ayes, 0 nays. Motion carried unanimously.*

## **VI. Adjournment**

- A. The meeting adjourned formally at 6:12 p.m.

*Respectfully submitted, Mike Ptacek, Clerk*