



Independent School District No. 834 – Stillwater Area Public Schools

Video Conference

January 7, 2021 – 6:00 p.m. Meeting Minutes

- I. **Call to Order:** The meeting was called to order at 5:00 p.m.
- II. **Roll Call:** Present: Present: Tina Riehle, treasurer; Katie Hockert, director; Matt Onken, director, Beverly Petrie, director, Alison Sherman, director, Liz Weisberg, director,

**Adjourn to Closed Session**

*Motion by Member Sherman to adjourn to closed session pursuant to Minn Stat § 13D.05 to review contract negotiations and parameters with current and incoming School Board members; Seconded by Member Weisberg; Vote: 6 ayes, 0 nays, Motion Carried Unanimously.*

Director Annie Porbeni joined the closed session meeting at 5:08 p.m.

**Closed meeting adjourned to open meeting at 5:58 p.m.**

III. **Approval of the Agenda**

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

IV. **Oath of Office**

Congratulations and welcome to our three new School Board members, Katie Hockert, Matt Onken and Annie Porbeni who were sworn into office and accepted the positions as School Board Directors of our school district with duties empowered by the Minnesota Legislature.

V. **Board Organization**

A. Election of Board Chair

*Motion by Member Sherman to nominate Member Petrie as board chair; Only one nomination for clerk, Member Petrie accepted the nomination.*

B. Election of Vice Chairperson

*Motion by Member Onken to nominate Member Sherman as Vice Chairperson; Only one nomination for clerk, Member Sherman accepted the nomination.*

C. Election of Clerk, Annie Porbeni

*Motion by Member Hockert to nominate Member Porbeni as Clerk; Only one nomination for clerk, Member Porbeni accepted the nomination.*

D. Election of Treasurer,

*Motion by Member Weisberg to nominate Member Riehle as Treasurer; Member Riehle received 2 votes (Riehle, Weisberg); Motion fails.*

Motion by Member Porbeni to nominate Member Onken as Treasure; Member Onken received 5 votes (Hockert, Onken, Petrie, Porbeni, Sherman); Member Onken accepted the nomination.

## **VI. Superintendent Report**

- New District website being launched next week.
- Mike Poleni from the City of Stillwater has reach out to discuss the possibility of another graduation parade.
- A School Board Work Session has been scheduled for January 12, 2021 to discuss referendum consideration for a community vote next fall.
- Preschool learners are back in school as of this week.
- Beginning next week the district will be offering onsite COVID-19 salvia testing to staff that are working in-person with students.
- Congratulations to Kathy Nusbaum, School Reading Interventionist at Afton Lakeland Elementary for receiving the Elevated Educator award from Freadom Literacy for All.
- Lake Elmo is one of five elementary schools in the nation implementing the new BARR (Building Assets and Reducing Risks) model. BARR operates under the conviction that all students can learn regardless of race, zip code or family income when they are given the right support.

## **VII. Introductory Items**

### **A. Student Report**

Mara provided a report on academics -

- High school students are returning from winter break and nearing the end of the quarter
- Stillwater High School Seniors may apply for Community Scholarships until February 15, 2021. There are over 130 scholarships available.
- Registration for ACT testing in March closes on January 15, 2021

Brynn provided a report on Activities and Student Life -

- Winter sport teams have begun tryouts this week. Teams are practicing in pods to promote social distancing. Games will begin as early as next week. Spectators will be allowed for many sports.
- SAHS Peer helper's support and guide classmates through the social and emotional complexities of high school. They are available during distance learning, you can message them on their Instagram page at SAHS Peer helper
- NHS Coffee House Talent Show will be held virtually on January 22, 2021 at 7:00 pm. more info on their Instagram page at SAHS\_NHS
- Anna Weaver ended her Senior year cross country season with a 4th place finish at the XC Town USA meet of champions in Indiana.
- Stillwater Area High School Choir recorded and shared a virtual performance to spread holiday cheer.
- The Pony Activity Center (PAC) is reopened and will return to the normal school hours, closing from 2:00 - 5:30 pm for high school activities.

### **B. Recognition**

Assistant Directors of Student Support Services, Caitlyn Willis and Carlyne Zieske introduced some of the District Student Support staff who take care of our students' social and emotional needs. They provide learners with strategies to help them be successful. They look at the whole child and work on students' strengths and are passionate about their work.

## **VIII. Open Forum**

- Jen Tamburo, Afton, MN - Thank you, Kindness, pride and professionalism

## IX. Consent Agenda

- Minutes of December 17, 2020 Business Meeting
- Minutes of December 23, 2020 Special Meeting
- Disbursement Register – December 19, 2020 – January 8, 2021
- Human Resources Personnel Report
- Designate District Depositories of Major Accounts
- Resolution Authorizing Use of Facsimile Signature
- Resolution Delegating Contracting Authority
- Resolution Authorizing Administration to Develop Specifications and Solicit Bids
- Resolution Authorizing Director of Finance and Supervisor of Financial Services to Make Electronic Fund Transfers
- Designate Official Publication

*Motion by: Member Onken to approve the Consent Agenda; Seconded by: Member Porbeni; Vote: 7 ayes, 0 nays, Motion Carried Unanimously.*

## X. Reports

- Enrollment Survey – Morris Leatherman  
Mr. Leatherman shared findings of the district commissioned survey of outbound students, as well as those who have opted for 100% online learning.
- On the Dial Learning Update – Interim Superintendent Malinda Lansfeldt  
COVID-19 Dashboard Data:
  - The Washington County Data number for December 13 - 16, 2020 is 44.49 which is now below 50.
  - The Washington County Dashboard is at 19,110 Cases Cumulative, 860 cases hospitalized, 187 cases in the ICU, and 203 deaths.
  - The University of Minnesota Dashboard data as of January 6, 2021 has a daily rate of 45.6.
  - The daily rate for Stillwater Schools as of December 31, 2020 is 41.2.  
The School Community for December 25 through December 31, 2020 shows the weekly COVID19 cases for students is 0 and 2 cases for staff and
  - The weekly exposed/ quarantined cases for students is 1 and 3 for staff.
  - The Cumulative COVID19 cases for the school year is 166 cases for students and 96 cases for staff and
  - The cumulative exposed/quarantined cases for students is 2584 and 4 for staff.

The PreK-5 return to school timeline recommendation is:

- Preschool returned to Hybrid learning 2 days per week on January 6th and 7th (cohorts A & B). Starting on January 27, 2021, students will begin in person 4 days per week.
- January 25th and 26th will be transition days for K-5, No school for “On the Dial” learners. These will be regular school days for 100% online learners.
- Beginning on January 27, 2021, students in grades K-2 will begin in person learning, 4 days per week, “C” day at home learning. Starting on March 1, 2021 students will begin in person learning 5 days a week.
- Beginning on February 10, 2021, students in grades 3-5, will begin in person learning 4 days a week, “C” day at home learning. Starting on March 1, 2021, students will begin in person learning 5 days a week.
- Students in grades 6-12 will continue to follow the same protocols and parameters of the previous plan to determine learning models.

- C. School Board Committee Assignments and Working Groups 2021 – Board Chair  
The School Board Chair will appoint board committees and working groups for 2021. Working groups are advisory groups that gather information on topics in the related areas. These groups do not make recommendations to the School Board.

School Board Representative to:

- Association of Metropolitan School Districts (AMSD)
- Community Education Advisory Council
- MN State High School League (MSHSL)
- Northeast Metro 916
- Partnership Plan
- Schools for Equity in Education (SEE)

School Board Sub-Committees 2020

Finance and Operations, Legislative, Personnel Policy, Treasurer and Clerk

Note: Assignments are made in January of each calendar year. The approval of the 2021 Committee Representatives and Working Group Assignments will be requested at the next business meeting.

- D. Contract Reviews - December 11, 2020- December 30, 2020 – Dr. John Thein  
Dr. Thein shared the following contracts less than \$50,000
- AVID Membership Fees Renewal for secondary schools (OLMS, SAHS & SMS). Effective date July 1, 2021 to June 30, 2022. This is an annual contract supporting Stillwater Area Public Schools membership in the AVID system. Total cost is \$14,037.00 (\$4,679.00 per school).
  - Baker Tilly US, LLP was approved at the December 3, 2020 business board meeting as the firm to provide the district Community Engagement Services. The cost for the first survey is \$28,950.00, cost for the second survey is \$18,900.00 and cost for the master tasks and timelines for both an operating and bond referendum is \$1,000.00 each. Total cost is \$49,850.00.
  - Follett School Solutions - an amended agreement to our Destiny Resource Management agreement (total cost is \$18,128.00). Year one is for licensing and implementation for our non-library management system addition to Destiny for a cost of \$12,639.00. Year two is for annual licensing and maintenance for a cost of \$5,489.00.
  - NAC Mechanical & Electrical Service will upgrade the Districts building controls licensing (District wide) for a total cost of \$4,872.00.
  - NAC Mechanical & Electrical Service will integrate two (2) roof top units to Alerton HVAC controls at Andersen Elementary. The HVAC computer installed in 1996 is no longer working. Total cost is \$12,700.00.
  - PearDeck - Is a 6-month contract (January - June 30, 2021) for secondary teachers for online learning management. Total cost is \$12,150.00 for district licenses for 2020-2021.
  - YMCA Equity Innovation Consulting Services Agreement – Transforming Workplace Culture, Intercultural Development Inventory (IDI) and the Equity Leader Institute for a cost of \$9,900.00 (8 sessions) expiring on March 31, 2021.
- E. School District Calendar – Dr. Jennifer Cherry  
The Calendar Committee is made up of parents, teachers, principals and district administrators and they met 4 times this fall. Dr. Cherry shared 2 options for the 2021-2022 school calendar.

- Option 1 school begins on Monday, August 30, 2021, which is prior to Labor Day and the last day of school is Thursday, June 2, 2021.
- Option 2 school begins on Monday, September 7, 2020, which is after Labor Day and the last day of school is Thursday, June 7, 2021.

Administration is recommending option 1 for the 2021-2022 school calendar. This will be an action item at the next business meeting.

#### **XI. Action Items**

##### **A. Establish 2021 Calendar of Meetings – Board Chair**

Chair Petrie shared that the proposed 2021 School Board meeting dates will be discussed at the January 12, 2021 work session.

*No motion taken.*

##### **B. Establish 2021 Board Member Salaries – Board Chair**

Chair Petrie shared the School Board member's annual salary history and neighboring school districts annual salary for comparison.

*Motion by: Member Weisberg to approve the 2021 School Board Annual Salary; Seconded by: Member Sherman; Vote: 7 ayes, 0 nays; Motion carried unanimously.*

##### **C. Learning Model Change – Interim Superintendent Lansfeldt**

Interim Superintendent Lansfeldt shared a plan to begin the youngest learners back in classrooms using a phased-in approach. Administration is recommending bringing students in grades K-2 back to school at the start of third quarter, and returning students in grades 3-5 to school two weeks later. Secondary students would remain in distance learning.

*Motion by: Member Onken to approve grades K-2 back to school at the start of third quarter, and returning students in grades 3-5 to school two weeks later. Secondary students would remain in distance learning; Seconded by: Member Porbeni; Vote: 6 ayes, 1 nays (Weisberg); Motion carried.*

#### **XII. Board Reports**

##### **1. Board Chair Report – No report**

##### **Working Group Reports**

1. Community Engagement – Nothing to report
2. Finance and Operations – Nothing to report
3. Legislative – Nothing to report
4. Policy – Nothing to report

##### **2. Member Reports: - No report**

#### **XIII. Adjournment**

##### **A. The meeting adjourned at 9:03 p.m.**

*Respectfully submitted, Annie Porbeni, Clerk*