Business Meeting

Tuesday, June 27, 2023 6:00 PM
Brookview Elementary, 11099 Brookview Rd, Woodbury, MN 55129

I.	**Recognition**	**Speaker(s):** Ms. Alison Sherman, School Board Chair
II.	**Public Comment**	**Speaker(s):** Ms. Alison, School Board Chair
III.	**Call to Order**	**Speaker(s):** Ms. Alison Sherman, School Board Chair
IV.	**Roll Call**	**Speaker(s):** Ms. Alison Sherman, School Board Chair
V.	**Pledge of Allegiance**	**Speaker(s):** Ms. Alison Sherman, School Board Chair
VI.	**Approval of Agenda**	**Speaker(s):** Ms. Alison Sherman, School Board Chair
VII.	**Superintendent Report**	**Speaker(s):** Dr. Mike Funk, Superintendent
VIII.	**Board Chair Report**	**Speaker(s):** Ms. Alison Sherman, School Board Chair
IX.	**Consent Agenda**	
IX.A.	School Board Meeting Minutes, May 23, 2023	**Speaker(s):** Ms. Katie Hockert, Clerk
IX.B.	School Board Emergency Meeting, June 8, 2023	**Speaker(s):** Ms. Katie Hockert, Shcool Board Clerk
IX.C.	School Board Work Session Minutes, June 13, 2023	**Speaker(s):** Ms. Katie Hockert, Shcool Board Clerk
IX.D.	Payment of Invoices June 10, 2023 - June 23, 2023, Treasurer's Report May 2023, Gifts and Donations May 1, 2023 - May 31, 2023	**Speaker(s):** Ms. Marie Schrul, Executive Director of Finance
IX.E.	Stillwater Area High School (SAHS) School Resource Officer (SRO) contract.	**Speaker(s):** Mark Drommerhausen, Director of Operations
IX.F.	Property and Casualty Insurance Policy Renewal	**Speaker(s):** Ms. Marie Schrul, Executive Director of Finance
IX.G.	Solid Waste and Recycling Services Contract	**Speaker(s):** Mr. Mark Drommerhausen, Director of Operations
IX.H.	Action: 2023-2024 Resolution for Membership in the Minnesota State High School League	**Speaker(s):** Dr. Mike Funk, Superintendent
IX.I.	Agreement to Extend Probationary Period	**Speaker(s):** Mr. Bob Graf, Executive

		Director of Human Resources
IX.J.	Human Resources Personnel Report	**Speaker(s):** Mr. Bob Graf, Executive Director of Human Resources
X.	**Strategic Direction: Utilize Systems and Align Resources in an Efficient Manner to Support Learning**	
X.A.	Action: Resolution Relating To Determining The Necessity Of Issuing General Obligation Bonds And Calling A Special Election Theron	**Speaker(s):** Ms. Alison Sherman, School Board Chair
X.B.	Action: Resolution Calling Special Election to Fill School Board Vacancy	**Speaker(s):** Ms. Alison Sherman, School Board Chair
X.C.	Action: Long-Term Facilities Maintenance (LTFM) 10-Year Plan/Fiscal Year 2024 Ten-Year Plan	**Speaker(s):** Mark Drommerhausen, Director of Operations
X.D.	Action: 2023-2024 Preliminary Budget	**Speaker(s):** Ms. Marie Schrul, Executive Director of Finance
XI.	**Strategic Direction: Ensure the Learning Process is Adaptable to Meet Individual Student Needs**	
XI.A.	Action: New Course Approval	**Speaker(s):** Dr. Caleb Drexler Booth, Director of Teaching and Learning
XII.	**Strategic Direction: Develop Strong Partnerships with the Communities we Serve**	
XII.A.	Report: Summer Opportunities	**Speaker(s):** Dr. Mike Funk, Superintendent
XIII.	**Strategic Direction: Foster a Safe, Welcoming and Inclusive Environment for all Staff and Students**	
XIV.	**Closed Session**	
XIV.A.	Closed Session	**Speaker(s):** Ms. Alison Sherman, School Board Chair
XV.	**Adjournment**	**Speaker(s):** Ms. Alison Sherman, School Board Chair
XVI.	**Attachments**	

Independent School District 834 – Stillwater Area Public Schools
Oak Park Building, 6455 Osman Ave N, Stillwater MN 55082
Business Meeting Tuesday, May 23, 2023 6:00 PM

I. Recognition: The board recognized Keira Jelink and Iliana Bolok for their dedication while serving on the school board this year.
II. Public Comment: No Speakers
III. Call to Order: The meeting was called to order at 6:05 p.m.
IV. Roll Call: Present: Katie Hockert, Pete Kelzenberg, Chris Lauer, Beverly Petrie, Alison Sherman, Andrew Thelander; Absent: Annie Porbeni
V. Pledge of Allegiance
VI. Approval of Agenda: Motion made by Sherman and seconded by Petrie, Carried 6-0.
VII. Student Report: Iliana reported on sports. Keira shared an update on student academics and activities.
VIII. Superintendent Report: Dr. Funk shared the four new strategic directions that serve as the foundation of the district's new operational plan. Agenda items will now be placed under one of the four strategic directions to reflect how the board's work aligns with the district plan. The Oak Park Building will be under construction beginning in June until next year. Board meetings will be held at various locations in the district.
IX. Board Chair Report: Nothing to report.
X. Consent Agenda:
    A. School Board Minutes, April 23, 2023
    B. School Board Minutes, May 11, 2023
    C. Payment of Invoices - May 6, 2023 - May 19, 2023
    D. 2023-2024 Q-Comp Memorandum of Understanding (MOU)
    E. 916 Agreement for Services 23-24 SY
    F. Human Resources Personnel Report
    Motion made by Sherman to approve consent agenda A-F and seconded by Hockert, Carried 6-0.
XI. Strategic Direction - Utilize Systems and Align Resources in an Efficient Manner to Support Learning
    A. Action: St. Croix Valley Area Learning Center Renovations - Mr. Mark Drommerhausen, Director of Operations. Phase II of the ALC bids for construction of new learning spaces at the Oak Park Building to house the district's Alternative Learning Center. The project will be funded through a combination of long-term facility maintenance and capital outlay funds and will not impact the district's general operating budget. Construction will begin in the fall and is expected to wrap up sometime in early 2024. Motion by Sherman and seconded by Kelzenberg, Carried 6-0.
    B. Action: 2023 Pavement Rehabilitation - Mr. Mark Drommerhausen, Director of Operations. The summer's LTFM projects include Afton-Lakeland, Lily Lake and Stonebridge, in addition to the parent drop off at Stillwater Middle School,which is scheduled to take place over the summer. Motion by Sherman and seconded by Lauer, Carried.6-0.
    C. Action: Resolution Non-Renewing Probationary Teaching Contracts - Mr. Bob Graf, Executive Director of Human Resources. This is part of the annual staffing process.Motion made by Sherman and seconded by Hockert, Carried 6-0.
    D. Report: Facilities Planning Team Recommendations - Ms. Carissa Keister, Chief of Staff. Members of the facilities planning team shared top facility priorities they are recommending to be included as part of a future bond referendum. The list of improvements address growth in the district and aging facilities. Top priorities include replacing Lake Elmo and Andersen elementary schools with new buildings; adding capacity and a new gymnasium to Oak-Land Middle School; and increasing security districtwide. The board is expected to vote on a possible November bond

referendum at the June 27 board meeting.

E. Report: 2023-24 Preliminary Budget Update - Ms. Marie Schrul, Executive Director of Finance. The 2023-24 preliminary budget will come to the board for approval at the June 27 board meeting.

XII. Strategic Direction - Ensure the Learning Process is Adaptable to Meet Individual Student Needs

A. Action: Curriculum Purchase - Dr. Caleb Drexler Booth, Director of Teaching and Learning. The board received information at the March 14 board meeting on the new K-5 science materials, Smithsonian Science for the Classroom, which will be implemented in the winter of 2023. Motion made by Sherman and seconded by Hockert, Carried 6-0.

B. Report: High School Schedule Considerations - Mr. Rob Bach, Principal of Stillwater Area High School. The board reviewed potential class scheduling options that would provide flexibility and time for students, more elective opportunities and address student's mental health needs. Recommendations will come to the board in the fall of 2023 with approval in the winter of 2024.

The board recessed at 8:48 p.m. and reconvened at 8:58 p.m.

C. Report: Pathways Programming Review - Ms. Dawn Waller Lueck, Director of Schools. The Pathways Program is a career and college readiness program that provides opportunities for students to learn about possible careers and plan for the future.

XIII. Strategic Direction - Foster a Safe, Welcoming and Inclusive Environment for all Staff and Students - Nothing to report.

XIV. Strategic Direction - Develop Strong Partnerships with the Communities We Serve - Nothing to report.

XV. Adjourn

A. The meeting adjourned at 9:47 p.m.

XVI. Attachments

A. Director Hockert Notes - Northeast Metro 916 Board Meeting, May 3, 2023

Respectfully submitted, Katie Hockert, Board Clerk

Independent School District 834
1875 Greeley Street South, Stillwater, MN 55082, 1875 Greeley Street South, Stillwater, MN 55082
Emergency Meeting, Thursday, June 8, 2023 8:00 AM

I. **Call to Order**
Ms. Alison Sherman, School Board Chair

II. **Roll Call**
Ms. Alison Sherman, School Board Chair

III. **Approval of Agenda**
Ms. Alison Sherman, School Board Chair

IV. **Action Item**
A. Field Trip Approval Form
Dr. MIke Funk, Superintendent
Stillwater Area High School Speech Team to compete at the National Speech Tournament in Phoenix, Arizona.

V. **Adjournment**
Ms. Alison Sherman, School Board Chair

Independent School District 834 – Stillwater Area Public Schools
Stillwater Middle School, 523 Marsh St W, Stillwater, MN 55082
Work Session Tuesday, June 13, 2023 6:00 PM

I. Call to Order: The meeting was called to order at 6:01 p.m.

II. Roll Call: Present: Katie Hockert, Pete Kelzenberg, Chris Lauer, Beverly Petrie, Annie Porbeni, Alison Sherman, Andrew Thelander

III. Pledge of Allegiance

IV. Approval of Agenda: Motion made by Sherman and seconded by Petrie, Carried 7-0.

V. Consent Agenda:
   A. Payment of Invoices - May 20, 2023 - June 9, 2023, Treasurer's Report and Gifts and Donations - April 2023
   B. Cafeteria Employees' Organization MOU: Health Insurance Premium
   C. St. Croix Paraprofessional Association MOU: Health Insurance Premium
   D. Principals' Association MOU: Health Insurance Premium
   E. Custodial Employees (international Union of Operating Engineers) MOU: Health Insurance Premium
   F. St. CroixEducation Association (SCEA) MOU: Health Insurance Premium

   Motion made by Sherman to approve consent agenda A - F and seconded by Thelander, Carried 7-0.

VI. Strategic Direction: Ensure the Learning Process is Adaptable to Meet Individual Student Needs
   A. Action: PowerSchool Suite for 2023 -2024 School Year - Mr. John Perry, Director of Learning, Technology & Design Systems. PowerSchool suite includes Student Information System (SIS; replaces Skyward), E-Collect enrollment, Performance Matters (replaces Benchmark Assessments), Unified Insights, Unified Talent (replaces PD Express), Unified Classroom (replaces EduPlanet), Schoology LMS, Assessment and Advanced Reporting. Motion made by Sherman to approve PowerSchool Suite for 2023-2024 School Year and seconded by Porbeni, Carried 7-0.

   B. Report: Q-Comp Annual Report - Mr. Caleb Drexler Booth, Director of Teaching & Learning. Q-Comp is designed to provide additional support and opportunities for teachers to grow and develop their skills.

VII. Strategic Direction: Utilize Systems and Align Resources in an Efficient Manner to Support Learning
   A. Report: Long-Term Facility Maintenance (LTFM) 10 Year Plan - Mr. Mark Drommerhausen, Director of Operations. School board members were presented with a comprehensive list of projects that qualify for long-term facility maintenance funding. Items on the list were identified by our staff across the

district and include routine maintenance and repairs to keep our buildings in good condition.

B. Report: Preliminary Budget Update - Ms. Marie Schrul, Executive Director on Finance. School Board members reviewed the fiscal year 2023-24 preliminary budget. Some of the factors that influence the preliminary budget include enrollment fluctuations, contractual settlements, legislative adjustments, bond ratings, one-time only funding (such as federal COVID grants), and inflation. A preliminary budget will be presented for approval at the June 27 board meeting.

VIII. Strategic Direction: Foster a Safe, Welcoming and Inclusive Environment for All Staff and Students - No items for this meeting.

IX. Strategic Direction: Develop Strong Partnerships with the Communities We Serve - No items for this meeting.

X. Closed Session - Legal Update

Pursuant to Minnesota Statutes Section 13D.05, subdivision 3 (b), to engage in discussions with legal counsel regarding pending litigation in the matter of Metropolitan Transportation Network, Inc. vs. ISD834, et al., Court File No. 82-CV-21-3627.

Motion by Sherman to move to closed session to discuss legal update at 7:10 p.m. and seconded by Hockert, carried 7-0.
Present: Hockert, Kelzenberg, Lauer, Petrie, Porbeni, Sherman, Thelander, Funk, Drommerhausen, Keister, Christian Shafer, legal. Session ended at 7:50 p.m.

XI. Closed Session - Land Purchase

Pursuant to Minn. Stat. § 13D.05, subd. 3(c)(3), which allows the Board to go into closed session to develop or consider an offer to purchase or sell real property.

Motion by Sherman to move to closed session to discuss land purchase at 7:55 p.m. and seconded by Hockert, carried 7-0. Present: Hockert, Kelzenberg, Lauer, Petrie, Porbeni. Sherman, Thelander, Funk, Drommerhausen, Keister. Session ended at 8:26 p.m.

Motion by Hockert to adjourn to open meeting and seconded by Porbeni, carried 7-0.

XII. Adjournment

A. Adjourn: The meeting adjourned at 8:27 p.m.

Stillwater
AREA PUBLIC SCHOOLS

Independent School District 834
1875 South Greeley Street | Stillwater, Minnesota 55082
Tel: 651.351.8340 | fax: 651.351.8380
www.stillwaterschools.org

EXPENDITURE APPROVAL FORM
Fiscal Year 2023-2024

Instructions: This form is to be completed any time a lease, purchase, or contract for goods or services exceeds $175,000.

REQUESTED BY: Mark Drommerhausen DATE: June 27, 2023

DESCRIPTION OF REQUEST (Purpose, Intent, Reasoning)

This agreement provides the district with a school resource officer for Stillwater Middle School. The district shall pay the City of Stillwater seventy percent of the annualized Personnel Costs of the SRO. The agreement will be in effect for the following school years: 2023-2024; 2024-2025; 2025-2026, with an option to extend through the 2028-2029 school year.

ANTICIPATED BUDGET AREA(S) IMPACTED

Anticipated Budget Area(s) Impacted (direct/indirect costs): Safe Schools Budget

Anticipated expense: (9/1/23-12/31/23 is approximately $51,587 and 1/1/24-6/30/24 is approximately $74,369.

Is This a One-Time Expenditure?

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

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

_X__ **No,** it will need to be funded for the next three school years

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

_X__**Yes** List Source(s): Safe Schools Budget

___**No**

NEXT STEPS (measurement and/or follow up)

SERVICE AGREEMENT – SCHOOL RESOURCE OFFICER

THE FOLLOWING LANGUAGE OUTLINES THE PRIMARY ROLES AND COMMITMENTS MADE BETWEEN THE CITY OF OAK PARK HEIGHTS (the City) AND THE STILLWATER AREA SCHOOL DISTRICT (the District) AS IT RELATES TO THE CITY'S PROVISION OF A FULL TIME SCHOOL RESOURCE OFFICER (SRO)

For services provided herein, the District shall pay to the City a fee of seventy percent (70%) of the annualized Personnel Costs of the SRO officer which shall include: Salary, Benefits and Uniforms. (Salary, Benefits and Uniforms shall only include those available to other sworn officers of the Department as well as all other required State and Federal employer paid elements.) Such Personnel Costs are outlined in Exhibit A and will be adjusted annually based on actual costs.

The City shall provide, through its Police Department a licensed, police officer as Full-Time School Resource Officer (SRO) for the Stillwater Area High School, (the School).

The Service Agreement shall be for the following School Years: 2023-2024; 2024-2025; 2025-2026

The Following Conditions Shall Prevail:

1. The time committed by the SRO will be a full-time officer of approximately 40/hours per week during the regular School year in a schedule set forth by Chief of Police. Scheduling of the officers time at the School is subject to the sole discretion of the Chief of Police taking into consideration the needs of the City, the Department and those of the School.

2. Any final schedule would remain confidential and only shared with District. The District shall keep the schedule confidential on a need to know basis of administrative staff but subject to relevant Minnesota Government Data Practices Act.

3. Additional hours requested by the District for the SRO beyond those normally funded and scheduled would be the additional cost responsibility of the District. This Agreement does not cover any other Police time or requirements of the District or School, such as an officer being present at sporting events or other special events. For any additional costs, standard City police hours and rates shall apply as are utilized to charge other organizations or entities.

4. If the SRO spends more time at the school due to an incident or other unscheduled event that requires the time of the SRO, the hours for the SRO shall be adjusted reducing the time at the school on upcoming days to account for the extra time spent for the incident or unscheduled event.

5. Hours taken for vacation or sick leave by the assigned SRO will be credited to the scheduled hours and made up at a later date at the School. The City shall not be obligated to provide a substitute SRO during routine vacations and/or sick leave. Should an unanticipated need for an extended absence arise in which the assigned SRO cannot fulfill the obligations of the assignment, the City shall appoint a new SRO officer to assume the duties either temporarily or through any remaining balance of the school year. The City retains the sole discretion as to which Officer shall fill the SRO.

6. During non-scheduled times the SRO is not at the School, the Department would respond no differently than to any other entity or person in the City requesting Police assistance.

7. The District may hold and compile information as needed for status and other minor offenses that may require Police action until the next time the SRO is scheduled to work.

8. The Department and the SRO shall have the sole discretion on the execution and practices of all Police matters.

9. The school is requested to provide input on the officer assigned as SRO, however the assignment is solely the decision of the Chief of Police taking into consideration the needs of the Department, considerations of discipline and work history of the potential or assigned officer, the fit and development of the officer at the school, and the needs and desires of the District.

10. The District will pay the City based on received invoices for prospective services. The City shall typically invoice one-half of any amounts due on June 1st and December 1st of each year.

11. The officer will only provide SRO responsibilities to District schools within the City of OPH.

12. The Department is not obligated to provide any special equipment other than that normally assigned to an Officer of the Department for the typical daily role of the SRO. Any additional or special equipment desired by the District would be the obligation of the District to provide the advanced funding. Only approved equipment or uniforms by the Chief of Police will be authorized to be used or worn by the SRO.

13. The District shall, under the direction of the Principal, furnish a secure office location for the employee to work, a District office phone and a District computer. Subject to the terms of this Agreement, the SRO is considered a 'School Official' with responsibilities for supporting the safe education of the students within the District.

14. The District and City shall promptly communicate between the parties regarding any problems related to the execution of this Agreement and/or how provisions may be interpreted.

15. This Agreement may not be terminated by the District during the given School Year without the written consent of the City. Should the District desire to terminate the Agreement prior to the commencement of any prospective School Year, it may do so without penalty and for any reason but must inform the City by May 1st that it desires to discontinue the SRO for the upcoming school year and beyond; failure to provide the written notice by such date shall result in the District being required to pay to the City the full sum due for the upcoming year.

16. The City may terminate this Agreement for any reason and without penalty by the provision of ninety (90) calendar days written notice to the District, any remaining funds owed between the parties shall be prorated based on remaining days left in the School Year.

17. This Agreement shall prevail should there be any specific and/or unambiguous conflict with any other written agreement between the City and the District. The terms and conditions of all issued Permits or Developer's Agreements remain in full-force and effect.

18. This Agreement will be automatically extended through the end of the 2028-2029 School Year if not terminated by either party prior to December 31st, 2025.

The above terms and conditions are hereby agreed to.

For the Independent School District #834:

_____Date_____
ISD#834 – School Board Chair

_____Date_____
ISD#834 - School Superintendent

_____Date_____
Notary for ISD#834 – School Board Chair:
Affix Notary Stamp Here ->

_____Date_____
Notary for ISD#834 - School Superintendent:
Affix Notary Stamp Here ->

For the City of Oak Park Heights:

_____Date_____
Mayor

_____Date _____
City Administrator

_____Date_____
Notary for Mayor: Affix Notary Stamp Here ->

_____Date_____
Notary for City Administrator: Affix Notary Stamp Here ->

EXHIBIT A: TO SERVICE AGREEMENT – SCHOOL RESOURCE OFFICER

Personnel Costs - for SRO position

2023-2024 Used as an example of rates and what is included – The annual rates would be applicable when in effect. The officer supplied may change and its related data.

The fee due to the City for the 2023-2024 School Year is $ 125,955 and is an annualized rate and is the amount due from the District to the City.

OFFICER ESTIMATE		2023	2024	
Salary estimate		$ 109,075	$ 112,347	
PERA		19,306	19,885	
Medicare		1,582	1,629	
Health/Dental Insurance		31,854	35,676	
Health Savings Acct		750	850	
Life Insurance		162	162	
Disability Insurance		589	607	
Work Comp		10,558	11,200	
Uniforms		1,150	1,150	
Total		**$ 175,026**	**$ 183,507**	
70% Juvenile Officer	**70%**	**$ 122,518**	**$ 128,455**	
				Totals for 2023-2024 School Year
Budget	**Months**	**2023**	**2024**	
Bill Sept-December	4.00	$ 51,587	$ -	$ 51,587
Bill Jan - June	5.50	$ -	$ 74,369	$ 74,369
Total	9.50	**$ 51,587**	**$ 74,369**	**$ 125,955**

Stillwater
AREA PUBLIC SCHOOLS

Independent School District 834
1875 South Greeley Street | Stillwater, Minnesota 55082
Tel: 651.351.8340 | fax: 651.351.8380
www.stillwaterschools.org

EXPENDITURE APPROVAL FORM
Fiscal Year 2022-2023

Instructions: This form is to be completed any time a lease, purchase, or contract for goods or services exceeds $175,000.

REQUESTED BY: Mark Drommerhausen, Director of Operations

DATE: June 27, 2023

DESCRIPTION OF REQUEST

The Stillwater Area Public Schools has teamed with Washington County over the past 15 years to reduce the amount of solid waste and increase recycling efforts in our schools. Washington County continues to provide support for recycling and reducing solid waste in our schools. This last year Washington County provided Stillwater Area Public Schools with a consultant to create an RFP for solid waste and recycling services. Our current solid waste and recycling services contract is set to expire June 30, 2023.

We received two responses for the Solid Waste and Recycling Services - Request for Proposal (RFP) on June 2, 2023. Republic Services of Inver Grove Heights, MN has the lowest proposed costs and highest evaluation score from the RFP process. They are being recommended to provide solid waste and recycling services for our District.

The Solid Waste and Recycling Services contract will be effective for three (3) years and may be extended for up to two, yearly extensions. If the contract is extended, it will be reviewed to comply with any changes in regulations or laws governed by federal, state, county or local agencies. Costs are incurred for actual solid waste and recycling materials generated during school days and additional programming by Community Education and District activities.

FINANCIAL IMPACT

Budget(s) Impacted: Estimated first year cost of $130,185 plus State and County tax. Actual costs will depend on the amount and weight of trash and recycling being disposed. This expense is covered by the Fixed 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 2022-?

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

☐ **Yes** List Source(s):

☒ **No** General Fund, Fixed Budget

PROGRESS MONITORING: Services will begin in the upcoming fiscal year.

EcoConsilium™
FISCALLY SMART. SUSTAINABLE SOLUTIONS.

June 16, 2023

ISD 834 School Board
1875 Greeley Street South
Stillwater, MN 55082

Dear School Board Members,

On June 2, 2023, the School District received two (2) proposals from qualified firms for "Municipal Solid Waste and Single Stream Recycling Services." A Summary of Proposal Evaluation Criteria is enclosed for your review.

The criteria used to evaluate potential service providers included: (1) experience and qualifications; (2) equipment; (3) customer service standards and practices; (4) customized customer services; (5) recyclable materials marketing plan; (6) base program preferences; and (7) price proposal.

Three (3) evaluators reviewed and scored the proposals based on the above-mentioned evaluation criteria, and Republic Services emerged from this process as the preferred service provider. The estimated cost of the first year for municipal solid waste and recycling services is approximately $130,185 plus state and county tax.

Recommendation: Move to approve a three-year service agreement with Republic Services for municipal solid waste and recycling services with an anticipated effective date of September 1, 2023.

Sincerely,

Jodi Taitt

Jodi Taitt, MS
Founder / TRUE Zero Waste Advisor

Enclosure

8457 Meadow Lake Road North / Minneapolis, Minnesota 55428 / Phone 763-504-2445 / info@ecoconsilium.com / ecoconsilium.com

Stillwater Area Public Schools
Request for Proposals for
District Wide Municipal Solid Waste & Recycling Services
Summary of Proposal Evaluation Criteria

	Republic Services	**Waste Management**
Experience & Qualifications (5 pts) Average	4.3	5
Equipment (5 pts) Average	4.7	5
Customer Service Standards & Practices (15 pts) Average	14.7	15
Customized Customer Services (15 pts) Average	15	15
Recyclable Materials Marketing Plan (15 pts) Average	14.3	11.8
Base Program Preferences (5 pts) Average	4.7	5
Price Proposal (40 pts)	40	38.2
Combined 100 Points Possible	**97.7**	**95.0**

DocuSign Envelope ID: ED368BB5-546D-4E09-9DAB-9BC0BC7AF2E0

2023-2024 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE
Membership Renewal Form

This form must be completed once for each school in the district.

Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2023. Retain one copy for the school files.

RESOLVED, that the Governing Board or Entity of Stillwater Area High School (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and. Participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee
Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

DocuSign Envelope ID: ED368BB5-546D-4E09-9DAB-9BC0BC7AF2E0

Stillwater Area High School

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Pete Kelzenberg

(Designated School Board Member – please print)

Ricky Michel

(Designated School Representative – please print)

kelzenbergr@stillwaterschools.org

Email Address

michelr@stillwaterschools.org

Email Address

208.02 ACTIVITY REPRESENTATIVES

Ricky Michel

(Boys Sports – please print)

Ricky Michel

(Girls Sports – please print)

Ricky Michel

(Speech – please print)

Ricky Michel

(Music – please print)

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

Pete Kelzenberg

(Board Member—please print)

Thomas Bla

(Student—please print)

Kris Amundsen Gritters

(Parent—please print)

Dawn Podolski

(Faculty Member—please print)

Ricky Michel

(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Print Name: _____

(Clerk/Secretary - Local Governing Board)

Signed: _____

(Clerk/Secretary - Local Governing Board)

Date: _____

Print Name: Michael Funk

(Superintendent or Head of School)

Signed: DocuSigned by: Michael Funk B60B74BA58154AF...

(Superintendent or Head of School)

Date: 6/23/2023

RETIREMENT/RESIGNATION/RELEASE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Carlson, Lisa	Resignation	Cafeteria Employee, 4.0 hours / day Stillwater Area High School	Cafeteria	June 8, 2023
Corman, Valerie	Resignation	.4 FTE Elementary Education Teacher Andersen Elementary	SCEA	June 8, 2023
Craker, Mary	Resignation	Cafeteria Employee, 4.0 hours /day Afton-Lakeland Elementary	Cafeteria	June 8, 2023
Cuadrado Strub, Amy	Resignation	Paraprofessional, 7.0 hours / day Afton-Lakeland Elementary	SCPA	June 8, 2023
Eng, Felyrose	Resignation	Cafeteria Employee, 5.45 hours /day Mahtomedi Middle School	Cafeteria	June 9, 2023
Gasso, Deborah	Resignation	Cafeteria Employee, 5.5 hours / day Rutherford Elementary	Cafeteria	June 7, 2023
Hines, Rebecca	Retirement (13 years)	1.0 FTE Elementary Education Teacher Rutherford Elementary	SCEA	June 8, 2023
Kinnear, Mitchell	Resignation	Custodian IV, 8.0 hours / day Stillwater Middle School	Custodial	June 21, 2023
Kostyk, Patti	Retirement (10 years)	1.0 FTE Elementary Education Teacher Brookview Elementary	SCEA	June 8, 2023
Marble, Melissa	Probationary Release	Cafeteria Assistant Manager, 7.0 hours / day Stillwater Area High School	Cafeteria	June 9, 2023
Massihi, Liliane	Resignation	Cafeteria Employee, 4.0 hours /day Stillwater Area High School	Cafeteria	June 8, 2023
McPherson, Melanie	Resignation	1.0 FTE Special Education Teacher Afton-Lakeland Elementary	SCEA	June 8, 2023
Mielzarek, Sharon	Resignation	Cafeteria Employee, 4.0 hours /day OH Anderson Elementary	Cafeteria	June 8, 2023
Mustar, Michael	Retirement (32 years)	1.0 FTE Physical Education Teacher Brookview Elementary	SCEA	June 8, 2023
Neitz, Sarah	Resignation	1.0 FTE AVID Lead Teacher Stillwater Area High School	SCEA	June 8, 2023
Olivierieri, Isabella	Resignation	Community Ed Assistant 6.35 hours /day Stonebridge Elementary	Community Ed Leads & Assistants	May 22, 2023
Richert, Karen	Resignation	Cafeteria Employee, 4.0 hours /day Mahtomedi High School	Cafeteria	June 2, 2023
Rodriguez, Maritza	Resignation	Paraprofessional, 6.0 hours / day Stillwater Area High School	SCPA	June 8, 2023
Sickman, Kristina	Resignation	1.0 FTE Science Teacher Oak-Land Middle School	SCEA	June 8, 2023
Wagner, Ken	Resignation	Cafeteria Employee, 4.5 hours / day Stillwater Area High School	Cafeteria	June 2, 2023

HIRES/REHIRES

NAME	ASSIGNMENT	SALARY PLACEMENT/ HOURLY RATE	REASON	GROUP	EFFECTIVE DATE
Agen, Violet	Community Ed Assistant, 23.25 hours/week Stillwater Middle School	$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Brainard, Alexis	Community Ed Assistant, 8.0 hours / day Oak-Land Middle School	$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Braunlich, Samantha	Community Ed Assistant, 8.0 hours / day Stillwater Middle School	$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Carey, Jade	Summer Success Teacher Andersen Elementary	$37.19 / hour	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Chung, Sarah	Media Center Technician, 5.0 hours / day Brookview Elementary	$23.89 / hour	2022-2023 Staffing	Tech Support	August 23, 2023

Coleman, Angela	1.0 FTE Special Education Facilitator Stillwater Middle School	$79,640	2022-2023 Staffing	SCEA	August 15, 2023
Crandall, Michael	Custodian V, 8.0 hours / day Rutherford Elementary	$23.40 / hour	Replacement	Custodial	May 30, 2023
Crothers, Corrine	1.0 FTE Spanish Teacher Stillwater Area High School	$86,255	Replacement	SCEA	August 15, 2023
Dado, Molly	Summer Success Teacher Andersen Elementary	$37.19 / hour	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Daubanton, Jack	Community Ed Assistant, 7.25 hours / day Stillwater Middle School	$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Destics, Errin	1.0 FTE English Teacher Stillwater Area High School	$84,579	Replacement	SCEA	August 15, 2023
DuFresne, Amie	.9 FTE LTS Math Teacher Stillwater Area High School	$81,262	Replacement	SCEA	August 15, 2023 - May 31, 2024
Dwyer, Elizabeth	.5 FTE Special Education Teacher Brookview Elementary	$53,455	2023-2024 Staffing	SCEA	August 15, 2023
Farrell, Erin	Community Ed Assistant, 8.0 hours / day Oak-Land Middle School	16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Flores De Gutierrez, Rosa	Custodian VI, 8.0 hours / day District Wide	$18.89 / hour	Replacement	Custodial	May 30, 2023
Frissora, Danielle	1.0 FTE Elementary Education Teacher Brookview Elementary	$79,040	2023-2024 Staffing	SCEA	August 15, 2023
Hermanson, Gretchen	Media Center Technician, 5.0 hours / day Stonebridge Elementary	$21.69 / hour	2022-2023 Staffing	Tech Support	August 23, 2023
Hillquist, Kaden	Community Ed Aide, 1.25 hours / week Stonebridge Elementary	$13.76 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	May 26, 2023
Ho, Oanh	Cafeteria Employee, 4.0 hours / day Oak-Land Middle School	$17.41 / hour	2023-2024 Staffing	Cafeteria	September 5, 2023
Houde, Kassidy	Paraprofessional, 6.0 hours / day Lily Lake Elementary	$17.18 / hour	2023-2024 Staffing	SCPA	August 28, 2023
Jackels, Kylee	Community Ed Aide, 19.5 hours / week Early Childhood Family Center	$13 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Johnson, Emily	Media Center Technician, 5.0 hours / day Andersen Elementary	$22.78 / hour	2022-2023 Staffing	Tech Support	August 23, 2023
Jonason, Kristina (rehire)	1.0 FTE Elementary Education Teacher Afton-Lakeland Elementary	$55,651	2023-2024 Staffing	SCEA	August 21, 2023
Katzenmeyer, Tark	1.0 FTE Band Director Stillwater Area High School	$84,578	Replacement	SCEA	August 15, 2023
Kellogg, Kyra	Community Ed Assistant, 7.0 hours / day Oak-Land Middle School	16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Kneeskern, Abigail	Community Ed Assistant, 8.0 hours / day Oak-Land Middle School	$17.08 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Krebs, Kayla (rehire)	1.0 FTE Special Education Teacher Stonebridge Elementary	$82,907	Replacement	SCEA	August 21, 2023
Knutson, Anne	1.0 FTE PE & DAPE Teacher Oak-Land Middle School	$79,640	Replacement	SCEA	August 15, 2023
Mahanay, Curtis	Assistant Director of Finance & Information Systems Central Services	$139,956.00	Temporary Need	Directors	May 22, 2023 - June 30, 2023
Nelson, Kayla	Community Ed Assistant, 21.5 hours / week Stillwater Middle School	$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Novak, Joe	Community Ed Assistant, 8.0 hours / day Stillwater Middle School	$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Peterson, Halle	Summer Grounds Crew, 8.0 hours / day District Wide	$15.50 / hour	2022-2023 Staffing	Custodial	June 6, 2023 - September 15, 2023
Rojas, Pamela	Community Ed Assistant, 12 hours / week Stillwater Middle School	$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023

Rowe, Heather	Cafeteria Employee, 5.5 hours / day Rutherford Elementary	$17.10 / hour	2022-2023 Staffing	Cafeteria	May 30, 2023
Scamehorn, Emelia	Summer Success Teacher Andersen Elementary	$37.19 / hour	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Scheele, Aspen	Summer Success Teacher Andersen Elementary	$37.19 / hour	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Schroeder, Jacob	Summer Grounds Crew, 8.0 hours / day District Wide	$15.50 / hour	2022-2023 Staffing	Custodial	June 12, 2023 - September 15, 2023
Schulze, Molly (rehire)	1.0 FTE Elementary Education Teacher Andersen Elementary	$63,438	Replacement	SCEA	August 21, 2023
Snede, Laura	1.0 FTE School Psychologist Brookview & Stillwater Area High School	$86,255	Replacement	SCEA	August 15, 2023
Stanton, Erica	Community Ed Assistant, 6.0 hours / day Early Childhood Family Center	$16.86 / hour	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Stenross, Peter	1.0 FTE Science Teacher Stillwater Area High School	$79,640	Replacement	SCEA	August 15, 2023
Stokes, Claire	.8 FTE English Teacher Stillwater Area High School	$79,640	Replacement	SCEA	August 15, 2023
Terpstra, Micah	1.0 FTE Social Studies Teacher Stillwater Area High School	$62,997	Replacement	SCEA	August 15, 2023
Thomas, Olivia	Summer Success Teacher Andersen Elementary	$37.19 / hour	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Tschida, Kaleb	Custodian VI, 8.0 hours / day Stillwater Area High School	$18.89 / hour	Replacement	Custodial	May 22, 2023
Weid, Madeline	1.0 FTE Elementary Education Teacher Brookview Elementary	$49,420	2023-2024 Staffing	SCEA	August 15, 2023
Weyer, Steven	1.0 FTE Health Teacher Oak-Land Middle School	$79,640	Replacement	SCEA	August 15, 2023
Will, Jerusha (rehire)	1.0 FTE LTS English Teacher Stillwater Middle School	$69,187	Replacement	SCEA	August 21, 2023 - May 31, 2024

LEAVES OF ABSENCE

NAME	STATUS	ASSIGNMENT	GROUP	EFFECTIVE DATE
Moldenhauer, Samantha	Approve	1.0 FTE Math Teacher Oak-Land Middle School	SCEA	August 30, 2023 - January 2, 2024

ASSIGNMENT CHANGES

NAME	FROM	TO	REASON	GROUP	EFFECTIVE DATE
Banick, Steve	1.0 FTE PE & DAPE Teacher Anderson & Rutherford Elementary	1.0 FTE PE & DAPE Teacher Brookview Elementary	Replacement	SCEA	August 21, 2023
Banks, Kelly	.8 FTE School Psychologist Andersen Elementary	.6 FTE School Psychologist Andersen Elementary	Requested Reduction	SCEA	August 21, 2023
Chau, Jill	Paraprofessional, 6.5 hours / day Transition Program	Elementary Principal Secretary, 8.0 hours / day Lily Lake Elementary	Replacement	Tech Support	July 1, 2023
Costa, Nick	1.0 FTE Elementary Education Teacher Brookview Elementary	1.0 FTE Elementary Education Teacher Andersen Elementary	Replacement	SCEA	August 21, 2023
Fields-Kruse, Heather	ABE Teacher, 58.29 hours Early Childhood Family Center	ABE Teacher, 72.59 hours Early Childhood Family Center	2022-2023 Staffing	SCEA	June 7, 2023
Hendrickson, Amy	Paraprofessional, 6.5 hours / day Afton-Lakeland Elementary	Community Ed Assistant, 6.25 hours / day Afton-Lakeland Elementary	2023-2024 Staffing	Community Ed Leads & Assistants	June 8, 2023
Hinderlie, Alison	.5 FTE Elementary Education Teacher Lily Lake Elementary	1.0 FTE Elementary Education Teacher Lily Lake Elementary	Replacement	SCEA	August 21, 2023
Hoff, Nicholas	Special Education Paraprofessional, 6.0 hours / day Stillwater Area High School	1.0 FTE PE & DAPE Teacher Andersen & Rutherford Elementary	Replacement	SCEA	August 15, 2023
Linkert, Brenda	1.0 FTE Elementary Education Teacher Rutherford Elementary	1.0 FTE Elementary Education Teacher Lily Lake Elementary	Replacement	SCEA	August 21, 2023

Simcik, Deb	.5 FTE Elementary Education Teacher Rutherford Elementary	1.0 FTE Elementary Education Teacher Rutherford Elementary	Replacement	SCEA	August 21, 2023
Skaj, Amy	.5 FTE Elementary Education Teacher Rutherford Elementary	1.0 FTE Elementary Education Teacher Rutherford Elementary	Replacement	SCEA	August 21, 2023
Weis, Kristin	Paraprofessional, 3.75 hours / day Early Childhood Family Center	Media Center Technician, 5.0 hours / day Rutherford Elementary	2023-2024 Staffing	Tech Support	August 23, 2023
Wiggins, Jamie	1.0 FTE Elementary Education Teacher Lily Lake Elementary	1.0 FTE Elementary Education Teacher Brookview Elementary	Replacement	SCEA	August 21, 2023
Wood, Samuel	Custodian VI, 8.0 hours / day Stillwater Middle School	Custodian VI, 8.0 hours / day Oak-Land Middle School	Replacement	Custodial	June 6, 2023

ADDITIONAL ASSIGNMENTS

NAME	Position	Reason	Group	EFFECTIVE DATE
Aarness, Brenda	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Albers, Michael	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Alfaro, Karen	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Anderson, Claire	Community Ed Assistant, 8.5 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Bauer, Jean	Community Ed Assistant, 8.0 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Bertz, Alix	Community Ed Assistant, 6.5 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Boehle, Emma	Community Ed Assistant, 15.5 hours/week Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Bonin, Laura	Community Ed Assistant, 24 hours/week Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Boucher, Jolene	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Breucop de Flores, Silvia	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Buschette, Sara	Community Ed Assistant, 32 hours/week Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Cady, Gina	Community Ed Assistant, 6.5 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Cady, Mariah	Community Ed Assistant, 6.5 hours/day Early Childhood Family Center	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Campbell, Evelyn	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Carter, Kirsten	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Chesney, Morgan	Preschool Assistant, 3.75 hours/week Early Childhood Family Center	2022-2023 Staffing	Community Ed Leads & Assistants	June 12, 2023 - July 24, 2023
Curoe, James	Community Ed Assistant, 6.25 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Curoe, James	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Donar, Andrea	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Echeverria, Dana	Community Ed Assistant, 8.0 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Fatema, Jinat	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023

Filipiak, Sidney	Community Ed Assistant, 7.5 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Fitzgerald, Carah	Community Ed Assistant, 8.0 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Flander-Tueman, Dana	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Ford, Cristin	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Gabrielson, Emily	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Geister, Daniel	Community Ed Assistant, 10 hours/week Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Gruetzmacher, Krista	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Gunderson, Merry	Community Ed Assistant, 7.75 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Haslach, Keri	Community Ed Assistant, 23 hours/week Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Haslach, William	Community Ed Assistant, 24 hours/week Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Henke, Meredith	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Hillquist, Kaden	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Hoff, Nicholas	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Hoffman, Amy	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Hoffman, Melissa	Community Ed Assistant, 14 hours/week Early Childhood Family Center	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Hollerbach, Casey	Community Ed Assistant, 6 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Johnson, Kathryn	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Kane, Jaclyn	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Kapfer, Kelsey	Community Ed Aide, 18 hours/week Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Kapfer, Stephanie	Summer Success School Nurse Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Kapping, Antonella	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Kettler, Laura	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Kroening, Alexis	Community Ed Assistant, 24 hours/week Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
LaBarre, Love	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Lagus, Katelyn	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Lam, Sophany	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Luby, Roberta	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Mankowski, Calvin	Community Ed Assistant, 7 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023

Marcello, Lisa	Community Ed Assistant, 6.0 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Martineau, Violeta	Community Ed Assistant, 4 hours/week Early Childhood Family Center	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Mateer, Amanda	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Matthews, Lindsay	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
McAllister, Jon	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Michelson, Lisa	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Mobroten, Robin	Community Ed Assistant, 15 hours/week Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Mock, Julie	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Molin Englund, Kindra	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Oberg, Tonya	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Panuska, Robyn	Community Ed Assistant, 6 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Peroza, Alberto	Community Ed Assistant, 24 hours/week Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Richie, Joann	Community Ed Assistant, 22 hours/week Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Rish, Cornelius	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Runk, Laura	Community Ed Assistant, 23 hours/week Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Ryan, Rebecca	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Sandager, Stella	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Schmalz, Kevin	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Schultz, Kayla	Community Ed Assistant, 27 hours/week Early Family Childhood Center	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Seipel, Joe	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Selb, Marilyn	Community Ed Assistant, 5 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Skalbeck-Lueth, Naomi	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Skaj, Amy	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Snyder, Jennifer	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Spain, Maggie	Community Ed Assistant, 7 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Spaulding, Melissa	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Spilseth, Kate	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Stahl, Fiona	Community Ed Assistant, 30 hours/week Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023

Stanton, Stacey	Community Ed Assistant, 24 hours/week Early Family Childhood Center	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Turner, Pamela	Community Ed Assistant, 32 hours/week Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Tymesen, Paul	Special Education ESY Health Care Specialist Oak-Land Middle School	2022-2023 Staffing	CSS	July 10, 2023 - July 27, 2023
Villeneuve, Diana	Special Education ESY Teacher Oak-Land Middle School	2022-2023 Staffing	SCEA	July 10, 2023 - July 27, 2023
Warren, Logan	Community Ed Assistant, 6.25 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Weis, Lauren	Community Ed Assistant, 6.5 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Weisbrod, Ryan	Community Ed Assistant, 8.5 hours/day Stillwater Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Wendelboe, Zachary	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023
Yehlik, Holly	Summer Success Teacher Andersen Elementary	2022-2023 Staffing	SCEA	July 17, 2023 - August 3, 2023
Zemlicka, Maddison	Community Ed Assistant, 8 hours/day Oak-Land Middle School	2022-2023 Staffing	Community Ed Leads & Assistants	June 8, 2023 - August 18, 2023

CERTIFICATION OF MINUTES RELATING TO SPECIAL ELECTION

Issuer: Independent School District No. 834 (Stillwater Area Public Schools), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held June 27, 2023 at 6:00 p.m. in said school district.

Members present: Hockert, Kelzenberg, Lauer, Petrie, Thelander, Sherman

Members absent: Porbeni

Documents attached:

Minutes of said meeting (including):

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL ELECTION THEREON

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on June 27, 2023.

Kate Hockert

School District Clerk

Member Sherman introduced the following resolution and moved its adoption, which motion was seconded by Member Porbeni:

RESOLUTION RELATING TO DETERMINING THE NECESSITY OF ISSUING GENERAL OBLIGATION BONDS AND CALLING A SPECIAL ELECTION THEREON

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 834 (Stillwater Area Public Schools), Minnesota (the School District) as follows:

It is hereby found, determined and declared as follows:

1. The Board has investigated the facts and does hereby find, determine and declare that it is necessary and expedient pursuant to Minnesota Statutes, Chapter 475, to issue general obligation school building bonds in an amount not to exceed $174,845,000 for acquisition and betterment of school sites and facilities including, but not limited to, replacing Lake Elmo Elementary School with a new building, replacing Andersen Elementary School with a new building, construction of additional classroom space and a new gymnasium at Oak-Land Middle School and safety and security improvements throughout the district, including a secured front entrance addition and remodel at Stillwater Area High School.

2. The projects described in paragraph 1 will be submitted to the Commissioner of Education of the State of Minnesota for Review and Comment. Said projects and such submission are hereby approved by this Board. The actions of the School District's administration in applying to the Minnesota Department of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby directed, authorized, approved and ratified in all respects. The Board's determination to hold the election to authorize the issuance of the Bonds is contingent upon receiving: (a) a favorable Review and Comment; or (b) an unfavorable review and comment subject to the Board's reconsideration, by resolution, of construction of the projects and the Board's determination to proceed with such construction and approval by 60 percent of the voters voting in the election to approve the issuance of the Bonds, pursuant to Minnesota Statutes, Section 123B.70, Subdivision 4. When the Commissioner's Review and Comment is received, the Clerk is authorized and directed to publish a summary of the Review and Comment in a legal newspaper of general circulation in the School District not less than forty-eight (48) nor more than sixty (60) days before the special election date and the School District will hold a public meeting on the Review and Comment prior to the date of the election.

3. The question on the issuance of the Bonds shall be submitted to the qualified electors of the School District at a special election, which is hereby called and directed to be held on Tuesday, November 7, 2023, between the hours of 7:00 a.m. and 8:00 p.m.

4. The School District's combined polling places and the precincts served by the polling

places, as established and designated by resolution of the Board pursuant to Minnesota Statutes, Section 205A.11, are hereby designated for this special election.

5. The Clerk is hereby authorized and directed to cause written notice of the special election to be: (a) provided to the County Auditor at least seventy-four (74) days before the date of the special election; (b) provided to the Commissioner of Education at least seventy-four (74) days before the date of the special election; (c) posted at the administrative offices of the School District, for public inspection, at least ten (10) days before the date of the special election; and (d) published in the official newspaper of the School District once each week for at least two consecutive weeks, with the last publication being at least one week before the date of the special election. The Notice of Special Election shall be prepared in substantially the following form:

NOTICE OF SPECIAL ELECTION
INDEPENDENT SCHOOL DISTRICT NO. 834
(STILLWATER AREA PUBLIC SCHOOLS), MINNESOTA

NOTICE IS HEREBY GIVEN that a special election has been called and will be held in and for Independent School District No. 834 (Stillwater Area Public Schools), Minnesota, on November 7, 2023, between the hours of 7:00 a.m. and 8:00 p.m. to vote on the following question:

School District Question
Approval of School Building Bonds

Shall the board of Independent School District No. 834 (Stillwater Area Public Schools), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed $174,845,000 for acquisition and betterment of school sites and facilities including, but not limited to, replacing Lake Elmo Elementary School with a new building, replacing Andersen Elementary School with a new building, construction of additional classroom space and a new gymnasium at Oak-Land Middle School and safety and security improvements throughout the district, including a secured front entrance addition and remodel at Stillwater Area High School.

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

The polling places and precincts served by the polling places for the special election will be as follows:

Polling Location	Municipal Precinct
Shepherd of the Valley Lutheran Church 14107 Hudson Road S Afton, MN 55001	Afton W1-P1, W2-P2, W3-P3 & W4-P4, Denmark TWP P2
Bayport Fire Department 1012 5th Avenue N Bayport, MN 55003	Bayport
Baytown Community Center (Town Hall) 4020 McDonald Dr N. Stillwater, MN 55082	Baytown TWP
Woodbury Lutheran Church Oak Hill 9050 60th St N Grant, MN 55082	Grant P1 & P2
Lake Elmo Fire Station 1 3510 Laverne Avenue N Lake Elmo, MN 55042	Lake Elmo P1
Lake Elmo City Hall 3800 Laverne Avenue N Lake Elmo, MN 55042	Lake Elmo P2

Polling Location	**Municipal Precinct**
Lakeland City Hall 690 Quinnell Avenue N Lakeland, MN 55043	Lakeland, Lake St. Croix Beach, Lakeland Shores, St. Mary's Pt
May Town Hall 13939 Norell Avenue N Stillwater, MN 55082	Hugo W3-P6, May TWP, Marine, Scandia
Oak Park Heights City Hall 14168 Oak Park Blvd N Oak Park Heights, MN 55082	Oak Park Heights
Stillwater Township Town Hall 13636 90th St N Stillwater, MN 55082	Stillwater TWP P1, P2
St. Paul Lutheran Church 609 5th St S Stillwater, MN 55082	Stillwater W1-P1
Trinity Lutheran Church 115 4th St N Stillwater, MN 55082	Stillwater W2-P2
Stillwater Evangelical Free Church 7671 Manning Ave N Stillwater, MN 55082	Stillwater W3-P3
Our Saviors Lutheran Church 1616 Olive St W Stillwater, MN 55082	Stillwater W4-P4
West Lakeland Town Hall 959 Paris Ave Circle N West Lakeland Township, MN 55082	West Lakeland TWP
St. John Lutheran Church 1975 St John's Dr Woodbury, MN 55129	Woodbury P7, Woodbury P8, Woodbury P13
Brookview Elementary 11099 Brookview Rd Woodbury, MN 55129	Woodbury P9

All qualified electors residing in the School District may cast their ballots at the polling places listed above during the polling hours specified above.

A voter must be registered to vote to be eligible to vote in the special election. Unregistered individuals may register to vote at the polling places on Election Day.

Dated: June 27, 2023.

BY ORDER OF THE SCHOOL BOARD

/s/ Kate Hodkins, Clerk

6. The Clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this special election. If an optical scan voting system is being used, the Clerk shall comply with the laws and rules governing the procedures and requirements for optical scan voting systems. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting any other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with other elections, including entering into agreements with appropriate municipal and county officials regarding preparation and distribution of ballots or ballot cards, election administration, and cost sharing.

7. The Clerk is authorized and directed to cause a printed ballot for the question to be prepared in accordance with Minnesota Statutes, Section 205A.08, Subdivision 5 and the rules of the secretary of state for use at the special election. If an optical scan voting system is being used, the Clerk shall cause official ballots to be printed according to the format of ballots for optical scan voting systems provided by the laws and rules governing optical scan voting systems. The Clerk is further authorized and directed to cause a sample ballot to be posted in the administrative offices of the School District, for public inspection, at least four (4) days before the date of the special election and to cause two sample ballots to be posted at each polling place on the date of the special election and to cooperate with the proper election officials to cause ballots or ballot cards to be prepared for use at said election. The ballot shall be in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

Special Election Ballot
School District Ballot
Independent School District No. 834
(Stillwater Area Public Schools), Minnesota

November 7, 2023

Instructions to Voters

To vote, completely fill in the oval(s) next to your choice(s) like this:

To vote for a question, fill in the oval next to the word "Yes" for that question.
To vote against a question, fill in the oval next to the word "No" for that question.

School District Question
Approval of School Building Bonds

YES
NO

Shall the board of Independent School District No. 834 (Stillwater Area Public Schools), Minnesota be authorized to issue general obligation school building bonds in an amount not to exceed $174,845,000 for acquisition and betterment of school sites and facilities including, but not limited to, replacing Lake Elmo Elementary School with a new building, replacing Andersen Elementary School with a new building, construction of additional classroom space and a new gymnasium at Oak-Land Middle School and safety and security improvements throughout the district, including a secured front entrance addition and remodel at Stillwater Area High School?

BY VOTING “YES” ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE

(Reverse side of ballot)

OFFICIAL BALLOT

November 7, 2023

_____
Judge

_____
Judge

(The ballot is to be initialed by two judges)

8. If the School District will be contracting to print the ballots for this special election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of $1,000 is awarded for printing ballots, the printer shall, upon request, furnish in accordance with Minnesota Statutes, Section 204D.04 a sufficient bond, letter of credit or certified check acceptable to the Clerk in an amount not less than $1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit or certified check in an amount equal to the value of the purchase.

9. The Clerk shall prepare and have ready for use absentee ballots at least forty-six (46) days before the special election in accordance with Minnesota Statutes, Section 204B.35, Subdivision 4.

10. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes**,** or pursuant to that certain Joint Powers Agreement by and between the District and Washington County, Minnesota, dated as of December 17, 2019, directs Washington County to designate, a ballot board to process, accept and reject absentee ballots at school district elections not held on the day of a statewide election and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk, the clerk's designee or Washington County is hereby authorized and directed to appoint the members of the ballot board. The clerk, the clerk's designee or Washington County shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

*Paragraph 10 reflects the amended resolution language introduced to the board on July 11, 2023 by Sherman; second by Porbeni; In favor: 7-0 (Hockert, Lauer, Kelzenberg, Petrie, Porbeni, Sherman, Thelander).

11. The Board shall appoint election judges and alternates in accordance with Minnesota Statutes, Section 204B.21. The appointments will be made at least twenty-five (25) days before the special election.

12. Pursuant to Minnesota Statutes, Section 206.83, the Clerk shall provide for testing of the optical scan voting system within the fourteen (14) day period before the special election and shall cause notice of the time and place of the test to be published in the School District's official newspaper at least two (2) days before the test.

13. Pursuant to Minnesota Statutes, Section 206.85, Subdivision 1(6), the Clerk shall cause notice of the location of the counting center or the places where the ballots will be counted to be published in the School District's official newspaper at least once within the week before the special election and in the daily newspaper of widest circulation, if any, once on the day before the special election.

14. The special election shall be held and the returns made and canvassed in the manner prescribed by law and the Board shall meet on a date between the third day, November 10, 2023, and the tenth day, November 17, 2023, after the special election for the purpose of canvassing the results thereof.

15. Pursuant to Minnesota Statutes, Section 205A.07, Subdivision 3a, the Clerk is hereby instructed to notify the Commissioner of Education of the results of the special election and to provide the certified vote totals for the ballot question in written form within fifteen (15) days after the results have been certified by the Board.

16. Pursuant to Minnesota Statutes, Section 211A.02, Subdivision 6, the Clerk is hereby instructed to make any campaign finance reports filed with the Clerk by campaign committees within seven (7) days after the special election available on the School District's web site as soon as possible, but no later than thirty (30) days after receipt of any such report. The Clerk is further instructed to provide the Campaign Finance and Public Disclosure Board with a link to the section of the web site where such reports are made available. Such reports must remain available on the web site for four (4) years from the date first posted.

Upon vote being taken thereon, the following voted in favor thereof (6) Hockert, Kelzenberg, Lauer, Petrie, Thelander, Sherman; Absent: Porbeni,

and the following voted against the same: None

whereupon the resolution was declared duly passed and adopted.

Extract of Minutes of
Meeting of School Board of
Independent School District No. 834 Stillwater, State of Minnesota

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 834, Stillwater, State of Minnesota, was held in said school district on the 27th day of June, 2023, at 6:00 o'clock p.m.

The following members were present: Hockert, Kelzenberg, Lauer, Petrie, Thelander, Sherman

and the following were absent: Porbeni

Member Sherman introduced the following resolution and moved its adoption:

RESOLUTION CALLING SPECIAL ELECTION
TO FILL SCHOOL BOARD VACANCY

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2027;

WHEREAS, the vacancy has occurred more than 90 days prior to the first Tuesday after the first Monday in November in the third year of the term of the seat;

WHEREAS, under these circumstances, Minn. Stat. § 123B.09, subd. 5b, requires that a special election be held no later than the first Tuesday after the first Monday in November in the year in which the vacancy occurs; and

WHEREAS, a person elected at the special election held pursuant to this resolution shall take office immediately after receiving the certificate of election, filing the bond, and taking the oath of office.

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 834, State of Minnesota, as follows:

1. A special election shall be held to elect one (1) individual to fill a vacant seat on the School Board, the term of which shall expire on the first Monday in January, 2027.

2. The clerk shall accept affidavits of candidacy for this office between 84 and 98 days before the date of the special election.

3. The special election shall be held on Tuesday, the 7th day of November, 2023, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m. This date is a uniform election date specified in Minnesota Statutes, Section 205A.05.

4. The school district combined polling places and the precincts served by those polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide election, are hereby designated for this special election. If any other election occurs within the school district on November 7, 2023, the precincts and polling places for this election in the areas conducting other elections, are those precincts and polling places designated by the cities, towns, or counties located in whole or in part within the school district for such election.

5. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said special election. The notice shall include the date of said special election and the office to be voted on at said special election.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said election.

The notice of election so posted and published shall state the time of the election, the location of each polling place, and the offices to be filled as set forth in the form of ballot below.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said election and to cause two sample ballots to be posted in each polling place or combined polling place on election day. The sample ballot for a polling place or combined polling place shall reflect the offices, candidates and rotation sequence on the ballot used in that polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place or combined polling place on Election Day.

6. The names of candidates to fill a vacancy who have filed an affidavit of candidacy must be listed on the ballot under the separate heading "Special Election for School Board Member to fill vacancy in term expiring January 4, 2027." Their names must be listed as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

7. The name of each candidate to fill the vacancy in office at this special election shall be rotated with the names of the other candidates to fill the vacancy in office in the manner specified in Minnesota law.

8. Language in substantially the following form shall be included on the election ballot for the school district special election on November 7, 2023:

SCHOOL DISTRICT VACANCY

SPECIAL ELECTION BALLOT
INDEPENDENT SCHOOL DISTRICT NO. 834
STILLWATER AREA PUBLIC SCHOOLS

NOVEMBER 7, 2023

INSTRUCTIONS TO VOTERS
To vote, completely fill in the oval(s) next to your choice(s) like this:

SPECIAL ELECTION FOR SCHOOL BOARD MEMBER
TO FILL VACANCY IN TERM EXPIRING JANUARY 4, 2027
VOTE FOR ONE

CANDIDATE V

CANDIDATE W

CANDIDATE X

_____
write-in, if any

9. Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color

ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

10. If the school district will be contracting to print the ballots for this election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of $1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than $1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

11. The clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the general election date. The clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance by publishing the Notice of Testing once in the official newspaper and by causing the notice to be posted in the office of the county auditor, the administrative offices of the school district, and the office of any other local election official conducting the test.

12. The clerk is hereby authorized and directed to cause notice of the location of the counting center or the place where the ballots will be counted to be published in the official newspaper at least once during the week preceding the week of the general election and in the newspaper of widest circulation once on the day preceding the general election, or once the week preceding the general election if the newspaper is a weekly.

13. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes, or pursuant to that certain Joint Powers Agreement by and between the District and Washington County, Minnesota, dated as of December 17, 2019, directs Washington County to designate, a ballot board to process, accept and reject absentee ballots at school district elections not held on the day of a statewide election and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk, the clerk's designee or Washington County is hereby authorized and directed to appoint the members of the ballot board. The clerk, the clerk's designee or Washington County shall

establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

*Paragraph 13 reflects the amended resolution language introduced to the board on July 11, 2023 by Sherman; second by Hockert; In favor: 7-0 (Hockert, Kelzenberg, Lauer, Petrie, Porbeni, Sherman, Thelander).

14. The school district clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, available on the school district's website. The clerk must post the report on the school district's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

15. The school district clerk is hereby authorized and directed to take all necessary actions to ensure that this special election is properly submitted to the electorate of the school district.

The motion for the adoption of the foregoing resolution was duly seconded by Petrie and upon vote being taken thereon the following voted in favor thereof: (6) Hockert, Kelzenberg, Lauer, Petrie, Thelander, Sherman

and the following voted against the same: None

Absent: Porbeni

whereupon said resolution was declared duly passed and adopted.

CLERK'S CERTIFICATE

STATE OF MINNESOTA)
)SS
COUNTY OF WASHINGTON)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 834, Minnesota, hereby certify that the attached and foregoing is a full, true

and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to the calling of a special election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this 27th day of June, 2023.

BY ORDER OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 834

Katie Hockert _____ Dated: June 27, 2023
Katie Hockert
CLERK OF THE SCHOOL BOARD

Stillwater
AREA PUBLIC SCHOOLS

Independent School District 834
1875 South Greeley Street | Stillwater, Minnesota 55082
Tel: 651.351.8340 | fax: 651.351.8380
www.stillwaterschools.org

EXPENDITURE APPROVAL FORM
Fiscal Year 2023-2024

Instructions: This form is to be completed any time a lease, purchase, or contract for goods or services exceeds $175,000.

REQUESTED BY: Mark Drommerhausen, Director of Operations

DATE: June 27, 2023

DESCRIPTION OF REQUEST

Health and Safety

Finance	Category	
347	Physical Hazards	$80,000
349	Other Hazardous Materials	$70,000
352	Environmental Health & Safety Management	$200,000
358	Asbestos Removal and Encapsulation	$75,000
363	Fire Safety	$245,000
366	Indoor Air Quality	$45,000
Total Health and Safety Projects		**$715,000**

Deferred Maintenance Projects

Finance	Category	
368	Building Envelope	$2,375,000
369	Building Hardware and Equipment	$120,000
370	Electrical	$1,292,323
379	Interior Surfaces	$1,594,500
380	Mechanical Systems	$1,357,000
381	Plumbing	$1,025,800
382	Professional Services and Salary	$765,000
383	Roof Systems	$50,000
384	Site Projects	$1,651,200
Total Deferred Capital Expense and Maintenance		**$10,230,823**

Total FY25 LTFM Expenditures $10,945,823

FINANCIAL IMPACT

The above description is a summary of the proposed FY25 Long-Term Facilities Maintenance (LTFM) Program projects. This is a preliminary plan that can be modified as needs and priorities change. The approval of the expenditures is required to complete the LTFM application.

Budget(s) Impacted: Fiscal Year 2025 Long-Term Facility Maintenance Budget total of $10,945,823.00

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 2022-?

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

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

☐ **No**

PROGRESS MONITORING

2025 Long-Term Facilities Maintenance Program

DEPARTMENT OF EDUCATION

Division of School Finance
400 NE Stinson Blvd
Minneapolis, MN 55413

Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only

ED - 02478-09

Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes 2021, section 123B.595, subd. 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.	Enter Information	District Info.	Enter Information
District Name:	Stillwater Area Public Schools	Date:	6/26/2023
District Number:	0834	Email:	schrulm@stillwaterschools.org
District Contact Name:	Marie Schrul		
Contact Phone #	651-351-8321		

Expenditure Categories		Fiscal Year (FY) Ending June 30										
		2023 (base year)	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Health and Safety - this section excludes project costs in Category 2 of $100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.												
Finance Code	**Category (1)**											
347	Physical Hazards	$85,000	$85,000	$80,000	$85,000	$85,000	$85,000	$85,000	$85,000	$85,000	$85,000	$85,000
349	Other Hazardous Materials	$75,000	$75,000	$70,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000	$75,000
352	Environmental Health and Safety Management	$210,000	$210,000	$200,000	$210,000	$210,000	$210,000	$210,000	$210,000	$210,000	$210,000	$210,000
358	Asbestos Removal and Encapsulation	$60,000	$60,000	$75,000	$60,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
363	Fire Safety	$250,000	$250,000	$245,000	$250,000	$250,000	$200,000	$250,000	$300,000	$310,000	$290,000	$290,000
366	Indoor Air Quality	$50,000	$50,000	$45,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
	Total Health and Safety Capital Projects	$730,000	$730,000	$715,000	$730,000	$720,000	$670,000	$720,000	$770,000	$780,000	$760,000	$760,000
Health and Safety - Projects Costing $100,000 or more per Project/Site/Year												
Finance Code	**Category (2)**											
358	Asbestos Removal and Encapsulation	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
363	Fire Safety	$275,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
366	Indoor Air Quality	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Health and Safety Capital Projects $100,000 or More	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151												
Finance Code	**Category 3 (a)**											
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Remodeling for Approved Voluntary Pre-K Projects	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Remodeling for Gender-Neutral Single-User Restrooms												
Finance Code	***Category 3 (b) LTFM REVENUE EFFECTIVE FY 2025***											
UFARS Coding Pending	Remodeling for gender-neutral single user restroom per site.	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Remodeling for Gender-Neutral Single User Projects	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Accessibility												
Finance Code	**Category (4)**											
367	Accessibility	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Accessibility Projects	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Deferred Capital Expenditures and Maintenance Projects												
Finance Code	**Category (5)**											
368	Building Envelope	$615,000	$187,000	$2,375,000	$761,100	$181,500	$883,200	$832,000	$839,650	$1,232,400	$400,000	$430,000
369	Building Hardware and Equipment	$821,000	$538,000	$120,000	$612,160	$569,920	$746,230	$1,339,000	$496,980	$208,845	$350,000	$470,000
370	Electrical	$505,000	$741,747	$1,292,323	$983,972	$2,173,363	$767,055	$660,700	$1,322,875	$966,046	$875,000	$875,000
379	Interior Surfaces	$1,496,000	$3,028,000	$1,594,500	$2,025,010	$3,429,460	$1,933,560	$2,360,000	$1,487,200	$968,240	$872,300	$1,620,300
380	Mechanical Systems	$205,000	$3,460,000	$1,357,000	$1,953,200	$6,551,338	$9,414,777	$5,925,312	$3,016,000	$8,816,150	$1,430,000	$2,430,000
381	Plumbing	$2,236,000	$1,561,000	$1,025,800	$1,504,100	$1,185,600	$974,800	$943,000	$1,587,100	$435,750	$1,200,000	$875,000
382	Professional Services and Salary	$1,300,000	$1,175,000	$765,000	$975,000	$1,045,000	$1,040,000	$1,050,000	$1,125,000	$1,130,000	$1,200,000	$900,000
383	Roof Systems	$820,000	$1,079,000	$50,000	$45,500	$949,000	$823,500	$1,493,000	$3,685,500	$1,755,000	$2,210,000	$1,410,000
384	Site Projects	$940,000	$755,000	$1,651,200	$1,432,250	$2,069,640	$2,116,180	$4,616,600	$2,667,600	$1,130,000	$1,716,600	$1,016,600
	Total Deferred Capital Expense and Maintenance	$8,938,000	$12,524,747	$10,230,823	$10,292,292	$18,154,821	$18,699,302	$19,219,612	$16,227,905	$16,642,431	$10,253,900	$10,026,900
	Total Annual 10-Year Plan Expenditures	**$9,668,000**	**$13,254,747**	**$10,945,823**	**$11,022,292**	**$18,874,821**	**$19,369,302**	**$19,939,612**	**$16,997,905**	**$17,422,431**	**$11,013,900**	**$10,786,900**
Fund Balance Section												
	Fund 01											
	Beginning Fund Balance 01-467-XX	$8,261,324	$2,845,741	$1,878,699	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Fiscal Year Revenue - Levy	$3,938,810	$6,149,948	$9,557,480	$8,117,292	$8,509,821	$7,819,302	$8,294,612	$12,297,905	$12,722,431	$6,313,900	$6,086,900

	LTFM Fiscal Year Revenue - **AID if Applicable**	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Fiscal Year Revenue Other	$0	$0	-$1,878,699	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Transfer OUT if applicable - Special Legislation	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Estimated Fiscal Year Expenditures	$9,354,393	$7,116,990	$9,557,480	$8,117,292	$8,509,821	$7,819,302	$8,294,612	$12,297,905	$12,722,431	$6,313,900	$6,086,900
	Ending Fiscal Year Fund Balance 01-467-XX	**$2,845,741**	**$1,878,699**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
	Fund 06											
	Beginning Fund Balance 06-467-XX	$7,054,557	$6,740,950	$5,808,193	$4,419,850	$23,429,850	$13,064,850	$17,859,850	$6,214,850	$10,914,850	$6,214,850	$10,914,850
	LTFM Fiscal Year Bonded Revenue	$0	$5,205,000	$0	$21,915,000	$0	$16,345,000	$0	$9,400,000	$0	$9,400,000	$0
	LTFM Fiscal Year Revenue Other	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Other Transfers	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Estimated Fiscal Year Expenditures	$313,607	$6,137,757	$1,388,343	$2,905,000	$10,365,000	$11,550,000	$11,645,000	$4,700,000	$4,700,000	$4,700,000	$4,700,000
	Ending Fiscal Year Fund Balance 06-467-XX	**$6,740,950**	**$5,808,193**	**$4,419,850**	**$23,429,850**	**$13,064,850**	**$17,859,850**	**$6,214,850**	**$10,914,850**	**$6,214,850**	**$10,914,850**	**$6,214,850**
End of worksheet												

FY 25 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection

Revised 5/4/2023

834 <= Type in School District Number

STILLWATER AREA PUBLIC SCHOOL DIST.

	Calculations for Ten Year Projection	Pay 23 LLC #	Change only if requiring levy adjustments FY 2023	Payable 2023 LLC Certification FY 2024	Current Estimate FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
1	**Type your district number in cell A2 (Minneapolis = 1.2)**													
2	**Type APU, health and safety and alternative facilities project, and bond estimates in lines 6a, 14, 16b to 18, 20, 21, 26, 27 and 50b**													
3	**Type debt excess, intermediate/coop district, and revenue reduction data in lines 13, 15, 23, 31, and 33**													
4	**Look-up data from following tabs**													
5	**Initial Formula Revenue**													
6	Current year APU	57		9,114.60	9,164.34	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99
6a	Additional Pre-K Pupil Units (line 19 of Pre-K application)													
6b	Total Adjusted Pupil Units = (6) + (6a)				9,164.34	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99
7	District average building age (uncapped)	401		40.91	40.52	41.52	42.52	43.52	44.52	45.52	46.52	47.52	48.52	49.52
8	Formula allowance			$ 380.00	$ 380.00	$ 380.00	$ 380.00	$ 380.00	$ 380.00	$ 380.00	$ 380.00	$ 380.00	$ 380.00	$ 380.00
9	Building age ratio = (Lesser of 1 or (7) / 35)	402			1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000
10	Initial revenue = (6) * (8) * (9)	403		3,463,548	3,482,450	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536
11	**Added revenue for Eligible H&S Projects > $100,000 / site**													
12	Debt service for existing Alt facilities H&S bonds (1B) - gross before debt excess	702			-	-	-	-	-	-	-	-	-	-
13	Debt Excess related to Debt service for existing Alt facilities H&S bonds (1B)	756			-	-	-	-	-	-	-	-	-	-
14	Debt service for portion of existing Alt facilities bonds from line (22) attributable to eligible H&S Projects > $100,000 per site (1A)	701			-	-	-	-	-	-	-	-	-	-
15	Debt Excess related to Debt service for portion of existing Alt facilities bonds attributable to eligible H&S Projects > $100,000 per site (1A)	755			-	-	-	-	-	-	-	-	-	-
16a	Existing Net debt service for LTFM bonds for eligible new H&S projects > $100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue from "IAQFAA Bonds" tab				-	-	-	-	-	-	-	-	-	-
16b	New debt service for LTFM bonds for eligible new H&S projects > $100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue				-	-	-	-	-	-	-	-	-	-
17	Net debt service for LTFM bonds for eligible new H&S projects > $100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue = (16a) + (16b)	767			-	-	-	-	-	-	-	-	-	-
18	Pay as you go revenue for eligible new H&S projects > $100,000 / site	405	-		-	-	-	-	-	-	-	-	-	-
19	Total additional revenue for eligible H&S projects >$100,000 / site (12) - (13) + (14) -(15) + (17) + (18)	406		-	-	-	-	-	-	-	-	-	-	-
	Added revenue for Pre-K remodeling (for VPK approvals only)													
20a	Net debt service for bonds approved for Pre-K remodeling	768			-	-	-	-	-	-	-	-	-	-
20b	Pay as you go for projects approved for Pre-K remodeling	407			-									
20c	Total Pre-K revenue				-	-	-	-	-	-	-	-	-	-
20d	**Total New Law Revenue (10) + (19) + (20c)**	408			3,482,450	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536

FY 25 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection

Revised 5/4/2023

834 <= Type in School District Number

STILLWATER AREA PUBLIC SCHOOL DIST.

	Calculations for Ten Year Projection	Pay 23 LLC #	Change only if requiring levy adjustments FY 2023	Payable 2023 LLC Certification FY 2024	Current Estimate FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
	Old Formula revenue													
21	Old formula Health & Safety revenue (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2025)	409		730,000	730,000	715,000	730,000	720,000	670,000	720,000	770,000	780,000	760,000	760,000
22	Old formula alt facilities debt revenue (1A) - gross before debt excess	701			-	-	-	-	-	-	-	-	-	-
23	Debt Excess allocated to line 22				-	-	-	-	-	-	-	-	-	-
24	Old formula alt facilities debt revenue (1A) - debt excess	765			-	-	-	-	-	-	-	-	-	-
25	Old formula alt facilities net debt revenue (1B) = (12) - (13)	766			-	-	-	-	-	-	-	-	-	-
26	Old formula alt facilities pay as you go revenue (1A)	410	-		6,360,000	8,842,480	7,387,292	7,789,821	7,149,302	7,574,612	11,527,905	11,942,431	5,553,900	5,326,900
26b (18)	Pay-as-you-go revenue for H&S projects over $100,000 per site	411			-	-	-	-	-	-	-	-	-	-
27	Old formula alt facilities pay as you go revenue (1B) > $500,000 (these should match the pay as you go amounts entered into the Health & Safety Data Submission System through FY 2024)	413			-	-	-	-	-	-	-	-	-	-
27a	LTFM "H&S >100K per site" bonds	767			-	-	-	-	-	-	-	-	-	-
27b	LTFM "other" bonds for 1A hold harmless	769			252,810	252,810	252,810	252,810	252,810	252,810	1,040,310	958,935	947,070	945,390
28	Old formula deferred maintenance revenue = (if (22) + (26) = 0, (10) * ($64 / formula allowance))	416			-	-	-	-	-	-	-	-	-	-
29	Total old formula revenue = (21)+(24)+(25)+(26)+(26b)+(27)+(27a)+(27b)+(28)	417		7,326,554	7,342,810	9,810,290	8,370,102	8,762,631	8,072,112	8,547,422	13,338,215	13,681,366	7,260,970	7,032,290
30	**Total LTFM Revenue for Individual District Projects = Greater of (20d) or [(29) + (20c)]**	**418**		7,326,554	7,342,810	9,810,290	8,370,102	8,762,631	8,072,112	8,547,422	13,338,215	13,681,366	7,260,970	7,032,290
31	District Requested Reduction from Maximum LTFM Revenue (to levy less than the maximum). Also enter this amount in the Levy Information System. Stated as positive number	419		-	-	-	-	-	-	-	-	-	-	-
32	**District LTFM Revenue (30) - (31)**	**420**		7,326,554	7,342,810	9,810,290	8,370,102	8,762,631	8,072,112	8,547,422	13,338,215	13,681,366	7,260,970	7,032,290
33	LTFM Revenue for District Share of Eligible Cooperative / Intermediate Projects (Unequalized)	421		26,990		-	-	-	-	-	-	-	-	-
34	**Grand Total LTFM Revenue (32) + (33)**	**422**		7,353,544	7,342,810	9,810,290	8,370,102	8,762,631	8,072,112	8,547,422	13,338,215	13,681,366	7,260,970	7,032,290
	Aid and Levy Shares of Total Revenue													
35	For ANTC & APU, three year prior date			2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
36	Three year prior Ag Modified ANTC	35		136,061,875	136,061,875	161,913,632	168,390,178	175,125,785	182,130,816	189,416,049	196,992,691	204,872,398	213,067,294	221,589,986
37	Three year prior Adjusted PU (New Weights)	54		8,998.17	8,998.17	8,906.42	9,091.03	9,164.34	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99	9,182.99
38	ANTC / APU = (36) / (37)	424		15,121.06	15,121.06	18,179.43	18,522.68	19,109.48	19,833.50	20,626.84	21,451.91	22,309.99	23,202.39	24,130.48
39	State average ANTC / APU with ag value adjustment	425		10,412.94	10,412.94	12,182.56	13,566.31	14,441.54	15,019.00	15,620.00	16,245.00	16,895.00	17,571.00	18,274.00
40	Equalizing Factor = 123% of (39)	426		12,807.92	12,807.92	14,984.55	16,686.56	17,763.09	18,473.37	19,212.60	19,981.35	20,780.85	21,612.33	22,477.02
41	Local (levy) share of Equalized Revenue (lesser of 1 or (38) / (40))	427		100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
42	State (aid) share of Equalized Revenue (1 - (41))	428		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
43	Equalized Revenue (lesser of (34) or (6) * (8))	423		3,463,548	3,482,450	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536	3,489,536
44	Initial LTFM State Aid (42) * (43)	429		-	-	-	-	-	-	-	-	-	-	-
45	Old formula Grandfathered Alternative Facilities Aid	431		-	-	-	-	-	-	-	-	-	-	-
46	Total LTFM State Aid (Greater of (44) or (45))	432		-	-	-	-	-	-	-	-	-	-	-
47	Total LTFM Levy (34) - (46) (including coop/intermediate)	435		7,353,544	7,342,810	9,810,290	8,370,102	8,762,631	8,072,112	8,547,422	13,338,215	13,681,366	7,260,970	7,032,290
48	**Debt Service Portion of Revenue (non-grandfather districts)**													

FY 25 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection

Revised 5/4/2023

834 <= Type in School District Number

STILLWATER AREA PUBLIC SCHOOL DIST.

Change only if requiring levy adjustments

Payable 2023 LLC Certification

Calculations for Ten Year Projection

		Pay 23 LLC #	FY 2023	FY 2024	Current Estimate FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
49	Subtotal Debt Service Revenue from above = (12) - (13) + (17) + (20a) + (24)	765+766+767+768			-	-	-	-	-	-	-	-	-	-
50	Existing LTFM bonds excluding bonds on line 17 (principal + interest)*1.05 from "FM Other Bonds" tab	769			252,810	252,810	252,810	252,810	252,810	252,810	1,040,310	958,935	947,070	945,390
50b	New LTFM bonds excluding bonds on line 17 (principal + interest)*1.05				-	-	-	-	-	-	-	-	-	-
51	Total Debt Service Revenue = (49) + (50) + (50b)	770			252,810	252,810	252,810	252,810	252,810	252,810	1,040,310	958,935	947,070	945,390
52	Equalized debt Service Revenue (lesser of (43) or (51))	436			252,810	252,810	252,810	252,810	252,810	252,810	1,040,310	958,935	947,070	945,390
53	Debt Service Aid = (52) * (42)	438			-	-	-	-	-	-	-	-	-	-
54	Equalized Debt Service Levy = (52) - (53)	439			252,810	252,810	252,810	252,810	252,810	252,810	1,040,310	958,935	947,070	945,390
55	Unequalized Debt Service Revenue and Levy = (Greater of zero or (51) - (50))	440			-	-	-	-	-	-	-	-	-	-
56	**General Fund Portion of Revenue (non-grandfather districts)**													
57	Total General Fund Revenue = (34) - (51)	441			7,090,000	9,557,480	8,117,292	8,509,821	7,819,302	8,294,612	12,297,905	12,722,431	6,313,900	6,086,900
58	General Fund Equalized Revenue = (43) - (52)	442			3,229,640	3,236,727	3,236,727	3,236,727	3,236,727	3,236,727	2,449,227	2,530,602	2,542,467	2,544,147
59	Total General Fund Aid = (46) - (53)	443			-	-	-	-	-	-	-	-	-	-
60	General Fund Equalized Levy = (58) * (41)	444			3,229,640	3,236,727	3,236,727	3,236,727	3,236,727	3,236,727	2,449,227	2,530,602	2,542,467	2,544,147
61	General Fund Unequalized levy = (57) - (58)	445			3,860,360	6,320,753	4,880,565	5,273,094	4,582,575	5,057,885	9,848,678	10,191,829	3,771,433	3,542,753
62	Total General Fund Levy = (60) + (61)	446			7,090,000	9,557,480	8,117,292	8,509,821	7,819,302	8,294,612	12,297,905	12,722,431	6,313,900	6,086,900

Notes:

1. Underlevy on general fund equalized levy results in proportionate reduction in associated aid.
2. Total Debt Service revenue on line 49 must not exceed total LTFM revenue for individual district projects (line 30) for any of the 10 years in the plan.
3. For 1A districts with old Alt Facilities bonding, the amount on line 22 will reduce initial revenue on line 10, less the H & S portion entered on line 14.

Division of School Finance
400 NE Stinson Blvd.
Minneapolis, MN 55413

Fiscal Year (FY) 2025 Application for Long-Term Facilities Maintenance Revenue Statement of Assurances

ED-02477-09
Due: July 31, 2023

General Information: Minnesota school districts, intermediate school districts, cooperative districts, joint powers applying for Long-Term Facilities Maintenance revenue (LTFM) under Minnesota Statutes 2022, section 123B.595 must annually complete the Application for Long-Term Facilities Maintenance Revenue – Statement of Assurances (ED-02477). The application must be submitted to the Minnesota Department of Education (MDE) by July 31, 2023. Submit to Sarah C. Miller (MDE.Facilities@state.mn.us) along with other required LTFM documentation. **Do not mail a hard copy. Please email this form with other required documentation.**

Identification Information

Name of District, Intermediate/Cooperative/Joint Powers	District Number and Type:	Date Submitted:

Statement of Assurances

1. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety data submission system are for allowed health and safety uses under Minnesota Statutes 2022, section 123B.595, subd. 10, paragraph (a), clause (3), Minnesota Statutes 2022, section 123B.57, subd. 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Health and Safety and entered into the MDE Health and Safety System are for uses prohibited under Minnesota Statutes 2022, section 123B.595, subd. 11.
2. All estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for allowed uses under Minnesota Statutes 2022, section 123B.595, subd. 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the estimated expenditures included in the attached Ten-Year Plan Expenditure spreadsheet under Accessibility and Deferred Maintenance are for uses prohibited under Minnesota Statutes 2022, section 123B.595, subd. 11.
3. All actual expenditures to be reported in Uniform Financial Accounting and Reporting Standards (UFARS) for FY 2025 under Finance Codes 347, 349, 352, 358, 363 and 366 will be for allowed health and safety uses under Minnesota Statutes 2022, section 123B.595, subd. 10, paragraph (a), clause (3), Minnesota Statutes 2022, section 123B.57, subd. 6, and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section E, Health and Safety Qualifying Criteria, and Section F, Additional Requirements Regarding Health and Safety. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2022, section 123B.595, subd. 11.
4. All actual expenditures to be reported in UFARS for FY 2025 under Finance Codes 367, 368, 369, 370, 379, 380, 381, 382, 383 and 384 for Accessibility and Deferred Maintenance will be for allowed uses under Minnesota Statutes 2022, section 123B.595, subd. 10, paragraph (a), clauses (1) and (2), and the MDE Long-Term Facilities Maintenance Guide for Allowable Expenditures, Section C, Deferred Maintenance Qualifying Criteria or Section D, Disabled Access Qualifying Criteria. None of the actual expenditures reported in these finance codes will be for uses prohibited under Minnesota Statutes 2022, section 123B.595, subd. 11.
5. The district will maintain a description of each project funded with long-term facilities maintenance revenue that will provide enough detail for an auditor to determine the cost of the project and if the work qualifies for revenue (Minn. Stat. 127A.41, subd. 3[2022]).
6. The district's plan includes provisions for implementing a health and safety program that complies with health, safety and environmental regulations and best practices, including indoor air quality management and mandatory lead in water testing, remediation and reporting (Minn. Stat. 121A.335 [2022]). ***The district's ten-year plan does not include a request for a second-time project cost for: (1) replacement of an existing mechanical ventilation system to the current Minnesota State Mechanical Code/American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) guidelines; or, (2) to provide a level of approximately 15 Cubic Feet per Minute (CFM) per person.***

Certification of Statement of Assurances

Signature – ***Must be signed*** by Superintendent or Cooperative Unit Director:	Name – Superintendent or Cooperative Director (Please print)	Date:

10-Year Long-Term Facilities Maintanence Plan 2023-2024

Stillwater Area Public Schools #834

YEAR	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
COSTS	$ 10,230,823	$ 10,292,292	$ 18,154,821	$ 18,699,302	$ 19,219,612	$ 16,227,905	$ 16,642,431	$ 8,955,960	$ 9,447,490	$ 10,835,533

Building	Year 2025	Year 2026	Year 2027	Year 2028	Year 2029	Year 2030	Year 2031	Year 2032	Year 2033	Year 2034	Totals
Afton - Lakeland	$ 185,000	$ 1,321,892	$ 3,869,414	$ 215,800	$ 97,500	$ 473,200	$ 91,000	$ 1,352,650	$ 832,000	$ 2,119,000	$ 10,557,456
Andersen	$ 18,000	$ 145,600	$ 836,080	$ 799,500	$ 1,839,500	$ 1,197,300	$ 78,000	$ 182,000	$ -	$ 390,000	$ 5,485,980
Lake Elmo	$ 30,000	$ 830,700	$ 3,116,100	$ 6,199,310	$ 3,131,700	$ 1,930,500	$ 855,400	$ -	$ -	$ 188,500	$ 16,282,210
Lily Lake	$ 1,612,000	$ 1,819,240	$ 492,180	$ 265,200	$ 620,412	$ 197,600	$ 3,748,940	$ -	$ -	$ -	$ 8,755,572
Brookview	$ -	$ 26,000	$ 22,750	$ 166,400	$ 400,400	$ 270,400	$ 26,000	$ 226,850	$ 564,525	$ 723,808	$ 2,427,133
Oak Park	$ 30,000	$ 391,365	$ 1,237,600	$ 58,500	$ 761,800	$ 442,000	$ 85,345	$ -	$ 617,500	$ 169,000	$ 3,793,110
Oakland MS	$ 3,940,823	$ 641,875	$ 539,500	$ 2,008,182	$ -	$ 3,488,875	$ 799,500	$ 156,000	$ -	$ -	$ 11,574,754
Rutherford	$ 696,500	$ 202,500	$ 910,000	$ 91,780	$ 254,800	$ 100,100	$ 1,309,750	$ 468,000	$ 270,400	$ 39,000	$ 4,342,830
SAHS	$ 951,000	$ 1,158,755	$ 1,560,650	$ 4,005,755	$ 5,523,700	$ 2,683,980	$ 5,393,700	$ 1,392,300	$ 92,625	$ 92,625	$ 22,855,090
Stillwater MS	$ 357,500	$ 1,037,075	$ 3,025,750	$ 1,487,200	$ 563,550	$ 457,600	$ 1,106,196	$ 494,000	$ -	$ -	$ 8,528,871
Stonebridge	$ 902,000	$ 789,700	$ 278,980	$ 1,402,375	$ 3,049,150	$ 1,755,000	$ 260,000	$ 158,860	$ 1,271,400	$ 496,600	$ 10,364,065
ECFC	$ 5,000	$ 106,600	$ 296,953	$ -	$ 356,200	$ 83,200	$ 52,000	$ -	$ -	$ 1,482,000	$ 2,381,953
Transportation	$ 36,000	$ 343,590	$ 97,500	$ 46,800	$ 48,100	$ 425,300	$ 91,000	$ 227,500	$ 688,740	$ 1,319,500	$ 3,324,030
Central Services	$ 20,000	$ 111,800	$ 508,365	$ 104,000	$ 1,099,800	$ 39,000	$ -	$ -	$ -	$ -	$ 1,882,965
District Wide	$ 1,447,000	$ 1,365,600	$ 1,363,000	$ 1,848,500	$ 1,473,000	$ 2,683,850	$ 2,745,600	$ 4,297,800	$ 5,110,300	$ 3,815,500	$ 26,150,150
Totals	$ 10,230,823	$ 10,292,292	$ 18,154,821	$ 18,699,302	$ 19,219,612	$ 16,227,905	$ 16,642,431	$ 8,955,960	$ 9,447,490	$ 10,835,533	$ 138,706,168

Mechanical
Roof
Site
Turf/Track
Classroom
ADA Restrooms

EXTRACT OF MINUTES OF MEETING OF
SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT #834
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of School Board of lndependent School District No. 834 State of Minnesota, was held on _____ _____ 2023, at _____ clock p.m., for the purpose, in part, of approving the Stillwater Area Public School District No. 834's long term facility maintenance revenue ten-year plan.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING STILLWATER AREA PUBLIC SCHOOL DISTRICT NO. 834'S LONG TERM FACILITY MAINTENANCE REVENUE TEN YEAR PLAN

BE IT RESOLVED by the School Board of lndependent School District No. 834, State of Minnesota, as follows:

The school board of Stillwater Area Public School District No. 834 has approved a long-term facility maintenance revenue ten-year plan for its facilities for the 2024-2025 school year in the amount of $ 10,945,823. The various components of this program budget are attached as EXHIBIT A hereto and are incorporated herein by reference. Said budget is hereby approved.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____and, upon vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF Washington

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 834, State of Minnesota, hereby attest that the preceding information is accurate.

WITNESS MY HAND officially as such Clerk this _____ day of _____, 2023.

_____
Clerk
Independent School District No. 834

Fiscal Year 2023-24 Preliminary Budget

Presented to the School Board
Marie Schrul
Executive Director of Finance
June 27, 2023

2023-24 Preliminary Budget Influencing Factors

Stillwater AREA PUBLIC SCHOOLS

- Fiscal year-end **projected vs. actual** revenue & expenditures **impact fund balance**
- **Enrollment** fluctuations impact revenue, class size and building capacity
- Contractual settlements
- **Legislative adjustments** impact revenue and expenditures
- Bond ratings
- **Funding that is one-time only**, or expires after a given time period
- Inflation

2023-24 Preliminary Budget General Fund Summary

Stillwater AREA PUBLIC SCHOOLS

	Revised Budget 2022-23	Preliminary Budget 2023-24	Difference
Revenue	$128,070,796	$137,012,917	$8,942,121
Use of Restricted Fund Balance for Planned Projects & Expenditures*	5,766,009	3,762,026	(2,003,983)
Expenditures	133,836,805	140,774,943	6,938,138
Total	**$0**	**$0**	

*2022-23 use of Restricted fund balance from the following sources: Long-Term Facilities Maintenance (LTFM), Operating Capital, Medical Assistance, & Safe Schools

*2023-24 use of Restricted fund balance from the following sources: Operating Capital & LTFM

2023-24 Preliminary Budget General Fund Revenue

Stillwater AREA PUBLIC SCHOOLS

Revenue Source	Revised Budget 2022-23	Preliminary Budget 2023-24	Difference
Property Taxes/Levy	$36,887,422	$38,547,595	$1,660,173
State Aids & Credits	81,559,140	91,885,447	10,326,307
Federal Aid	5,523,871	3,149,375	(2,374,496)
Other	4,100,363	3,430,500	(669,863)
Total General Fund Revenue	**$128,070,796**	**$137,012,917**	**$8,942,121**

2023-24 Preliminary Budget General Fund Expenditures

Stillwater AREA PUBLIC SCHOOLS

Program Expenditure Category	Revised Budget 2022-23	Preliminary Budget 2023-24	Difference
Administration	$3,763,650	$3,810,558	$46,908
District Support Services	6,885,554	7,396,882	511,328
Regular & Vocational Instruction	52,829,089	54,929,687	2,100,598
Special Education Instruction	24,238,440	25,881,263	1,642,823
Instructional Support Services	8,728,796	9,061,943	333,147
Pupil Support Services	5,238,727	5,301,911	63,184
Transportation (Pupil Support)	10,041,789	11,512,934	1,471,145
Sites & Buildings	21,531,760	22,082,765	551,005
Fiscal & Other Fixed Costs	579,000	797,000	218,000
Total General Fund Expenditures	**$133,836,805**	**$140,774,943**	**$6,938,138**

2023-24 Preliminary Budget
Revenue & Expenditure Summary

Stillwater AREA PUBLIC SCHOOLS

Fund	7/1/23 Projected Fund Balance	2023-24 Preliminary Revenue	2023-24 Preliminary Expenditures	Net Change in Fund Balance	6/30/24 Projected Fund Balance
General Fund	$17,480,404	$137,012,917	$140,774,943	$(3,762,026)	$13,718,378
Food Service	2,753,650	6,219,577	6,920,047	(700,470)	2,053,180
Community Service	237,741	7,989,957	8,113,899	(123,942)	113,799
Building Construction	7,756,714	77,000	6,199,427	(6,122,427)	1,634,287
Debt Service	2,152,706	9,867,848	9,934,746	(66,898)	2,085,808
Custodial	64,645	10,000	10,000	0	64,645
Total All Funds	**$30,445,860**	**$161,177,299**	**$171,953,062**	**$(10,775,763)**	**$19,670,097**

- Projection information as of 6/22/23
- Use of fund balance is from Restricted fund balance sources only

Estimated General Fund Balance (as of 6/30/24):

Non-spendable, Restricted, Committed, & Assigned	$7.9
Unassigned	$5.8 or 4.1%
Total (in millions)	**$13.7**

Recommendation

Stillwater
AREA PUBLIC SCHOOLS

To approve the 2023-2024 Preliminary Budget as presented

Questions?

Stillwater
AREA PUBLIC SCHOOLS

New Course Update:
Ethnic & Cultural Studies II

Presented to the School Board

June 27, 2023

Course Description

Ethnic and Cultural Studies II

What are the stories we can tell about ourselves and our communities? In this course, students build on their learning from Ethnic and Cultural Studies I by continuing to explore the identity of themselves and their communities.

Students will use Youth Participatory Action Research to choose a topic that reflects what is important to them, research a question (including interviews) and take action by communicating their research. There is power in storytelling and this class is where students can create the story they want to tell about themselves and their communities.

Stillwater
AREA PUBLIC SCHOOLS

Course Goals/Outcomes

Students will:

- Conduct meaningful research by generating an inquiry question from personal interests and/or shared experiences and determining the best research methodology including exploring and drawing from written, visual, audio, aesthetic, and oral sources.
- Bring together and cite information from multiple credible sources and perspectives and understand the importance of language and can use precise language when discussing identity.
- Interpret research for community application, determining the best audience for research, and using storytelling to understand others and be understood by others.

Stillwater
AREA PUBLIC SCHOOLS

Core Instructional Resources

Youth Participatory Action Research (YPAR from UC Berkeley)

YPAR is an approach that engages students conducting research on topics that are important to them and their communities. YPAR scaffolds skill development for developing a research question, researching the question (including interviews and data collection) and presenting findings and solutions.

This is a free resource. There are no materials costs for this course.

Stillwater
AREA PUBLIC SCHOOLS

Standards Alignment

- Elective course that reinforces 2020 Minnesota English Language Arts (ELA0 Standards/Benchmarks

- The course could also be backwards designed using other content areas standards/benchmarks for inquiry, research and presentation.

Stillwater
AREA PUBLIC SCHOOLS

ECS II Course-at-a-Glance (CAG) - Draft syllabus

Unit 1 Language and Skills of Ethnic & Cultural Studies

Enduring Understandings	Essential Questions
❖ Everyone has a story to tell. ❖ Precise language matters when discussing identity. ❖ Conversations work when participants contribute, listen and share. ❖ Inquiry questions are generated from personal interests and shared experiences. (I can be curious and investigative about personal interests and shared experiences)	❖ How can I relate to others? ❖ How do we discuss identity? ❖ How do we have respectful conversations? ❖ How do I learn more about myself or my community?

Unit 3 Putting Research into Action

Enduring Understandings	Essential Questions
❖ I/we can conduct research that means something to me/us ❖ I can interpret my research for community application.	❖ Why are we doing YPAR and not just Googling? ❖ Why are we interpreting research?

Unit 2 Launching YPAR

Enduring Understandings	Essential Questions
❖ I can determine the best methodology for my research question. ❖ I can bring together and credit information from multiple credible sources and perspectives. ❖ I can explore and draw from written, visual, audio, aesthetic, and oral sources.	❖ How can I use questions to learn? ❖ How can I synthesize information? ❖ How do I determine credibility and source material?

Unit 4 Showcase

Enduring Understandings	Essential Understandings
❖ For research to make change, it requires action ❖ I have a lot of options for how to put my research into action. ❖ I can determine the best audience for my research.	❖ Why is YPAR valuable**?** ❖ How will I apply my learning? ❖ Why does my research matter?

Questions

Stillwater School Board
Finance & Operations Meeting Notes
June 12, 2023

Attendees: Pete Kelzenberg, Alison Sherman, Andrew Thelander, Mike Funk, Carissa Keister, John Perry, Mark Drommerhausen, Marie Schrul, Joan Hurley,

1. **PowerSchool 2023-2024 Renewals**
   PowerSchool suite includes Student Information System (SIS; replaces Skyward), E-Collect enrollment, Performance Matters (replaces Benchmark Assessments), Unified Insights, Unified Talent (replaces PD Express), Unified Classroom (replaces EduPlanet), Schoology LMS, Assessment and Advanced Reporting.

   - Next Step - Action request at the June 13, 2023 board meeting.

Respectfully submitted by Joan Hurley

Stillwater School Board
Finance & Operations Meeting Notes
June 20, 2023

Attendees: Pete Kelzenberg, Alison Sherman, Andrew Thelander,
Mark Drommerhausen, Marie Schrul, Joan Hurley,

1. **LTFM 10 Year Plan -** The Finance and Operations Committee were presented with a comprehensive list of projects that qualify for long-term facility maintenance funding. Items on the list include routine maintenance and repairs to keep our buildings in good condition.
    - Next Step - Action request at the June 27, 2023 board meeting.

2. **2023-24 Alliance for Liability and Property Services (ALPS) Insurance Renewal** - The Finance and Operations Committee reviewed the pricing and cost sheet for the 2023-24 school year. The actuarial debit/credit system for 2023-24 renewal are based upon the districts exposures as well as the previous 5 year of loss history (excluding the current year).
    - Next Setp - Action request at the June 27, 2023 board meeting.

Respectfully submitted by Joan Hurley

Stillwater School Board
Policy Meeting Notes
June 23, 2023

Attendees: Beverly Petrie, Mike Funk, Bob Graf, Joan Hurley,

Reviewed Minnesota Model Policy Revision as part of the 2023 Minnesota Legislative Changes. These policies are updated to reflect Minnesota laws enacted in 2023.

- Next Step - Action for some of the policies will be requested at the July 11, 2023 board meeting.

Respectfully submitted by Joan Hurley

NORTHEAST METRO Intermediate School District | 916

partners in education

TO: Northeast Metro 916 Board of Education

FROM: Dr. Val Rae Boe

DATE: June 14, 2023

RE: June 7 Board of Education Meeting Talking Points

Members present: Knisely-12, Palmer-13, Starck-14, Forsberg-16, Oksnevad-282, Westerman-621, Clark-623, Daniels-624, Theisen-831, Payne-832, Dols-833 and Hockert-834.

Members absent: Yener- 622.

Calendar Dates:

- Thursday, June 8, 2023- Auditory Oral Program End of Year Celebration from 5:00 - 7:00 p.m. at Stillwater Early Childhood Family Center in Stillwater.
- Monday, June 19, 2023- 916 Education Foundation Golf Tournament at Oak Marsh, Oakdale
- Tuesday, July 11, 2023- Strategic Action Input Activity from 12:00 - 2:00 p.m. at the Bellaire District Office
- Tuesday, July 18, 2023- Strategic Action Input Activity from 9:30 - 11:30 a.m. at the Bellaire District Office
- Wednesday, August 2, 2023- Strategic Action Input Activity from 4:00 - 6:00 p.m. at the Bellaire District Office
- Wednesday, August 2, 2023- School Board Meeting at 6:00 p.m.

916 Center for Intensive Educator Preparation: Theresa Wallace, manager of special projects, and Dr. Christine Peper, consultant, shared information related to the new CIEP program being developed at 916. Timelines, target audience, schedule and courses, advisory board members, and budget and funding were all addressed.

Recruitment and Retention: Megan McAllister, Lizzie Reetz, and Sandi Sierakowski, human resources, shared information regarding new hire data and recruitment strategies for the current and upcoming school year. They shared that 180 staff were hired this year and that 15 teachers have already been hired for next year, leaving only eight teacher vacancies open at this time. The number of staff resigning this year (128) was lower then the number of new hires for the first time in a few years. Lastly, they spoke about data received from exit surveys and some of the retention strategies that were developed and successful this school year.

DEI Spring Update & Year End Review: Shanaya Walker, DEI manager, shared some of the results from the Equimetrics survey that was taken by close to 70% of 916 staff this year. She also spoke about some of the professional development that was offered in February and

highlighted the BIPOC Mixer that was held in April. Lastly, Shanaya shared that 916 will be hosting a networking opportunity for our member districts equity leaders in August which will include an introduction to Color Brave Space Norms and an Equity Leadership Conversation facilitated by Equity Matters.

Draft Impact Report: Superintendent Boe and Communications Coordinator Shannon Hunter presented the Draft Impact Report and a short video containing the evidence of all of the work in each of the goal areas of the strategic actions. Shannon shared that the results of this Draft Impact Report allows us to reflect back on all that was accomplished, and leads us to our work moving forward. Superintendent Boe shared that the final Strategic Actions Impact Report will be presented to the Board in August, along with the proposed annual benchmarks for the 23/34 school year.

Approval of Contracts:

- **Kraus Anderson Quote:** Approved a contract with Kraus Anderson in the amount of $59,709 to transition two conference rooms to office spaces at Quora.

- **Henricksen Quote:** Approved a Henricksen quote for in the amount of $66,900 to replace the current carpeted flooring with hard, cleanable, flooring in order to keep the rooms sanitary.

- **Collaborative Student Transportation of Minnesota (CSTMN):** Approved a one-year contract with Collaborative Student Transportation of Minnesota to provide transportation between programs, work experience sites and field trips.

- **Food Service Agreements:** Approved the food service agreements for the 2023-24 school year with Centennial (Karner Blue), Roseville (Quora Education Center), White Bear Lake (Bellaire, Mahtomedi Academy, South Campus, and WELS North), and Columbia Heights (Metro Heights).

- **Avanti Center:** Approved a one-year agreement with the Avanti Center to provide educational services for children and adolescent residents with emotional and/or behavioral disorders who are admitted to the Avanti Center.

- **Spring Lake Park:** Approved a one-year agreement for Northeast Metro 916 to provide the educational services at Avanti Center on behalf of the Spring Lake Park School District.

- **Know the Truth:** Approved a one-year contract with Know the Truth to provide chemical health individual and group support to the ALC programs, Quora Secondary School and WELS N in the amount of $108,007.20.

- **Ramsey County:** Approved the contract with Ramsey County for the Ramsey County Sheriff's Department to provide two full-time School Resource Officers for the 2023-24 school year, one SRO at Quora Secondary School in the amount of $105,281.49 and one SRO at East View Academy in the amount of $115,756.65.

- **Upgrade of Internal Server Infrastructure**: Approved an agreement with CDW-G, our existing server infrastructure vendor, in the amount of $53,458.55 for the expansion and

licensing of our internal storage infrastructure. This includes the procurement of additional storage, as well as three years of licensing and system services.

- **CDW Quote:** Approved the CDW quote totaling $208,011.95 to replace all of the orders for staff windows laptops, and student Chromebooks, as well as some ancillary accessories and devices, for all 916 programs.

FY24 Budget: The School Board approved the 2023-24 budget of $80,281,150.

FY24 Intermediate District Tuition, Membership, and Access Fees: The School Board voted to approve increases in access fees, membership fees, and tuition rates for the FY24 school year.

Insurance Renewals: The school board accepted the two-year contract from HealthPartners to provide health insurance at a 4.34% increase for the calendar year of 2024 and a rate cap of 9% for the 2025 plan year and for HealthPartners to provide dental insurance at a 0% increase for the calendar year 2024 and a rate cap of 4% for calendar year 2025.

Retirement: Approved and celebrated the retirement of Darnell Rinehart, an Education Assistant Specialist, who provided 916 with 30 years of service.