

Study Session

Tuesday, November 14, 2023 6:00 PM

Stillwater Middle School, 523 Marsh St W, Stillwater, Minnesota 55082

I. Call to Order	Speaker (s) : Ms. Alison Sherman, School Board Chair
II. Roll Call	Speaker (s) : Ms. Alison Sherman, School Board Chair
III. Pledge of Allegiance	Speaker (s) : Ms. Alison Sherman, School Board Chair
IV. Approval of Agenda	Speaker (s) : Ms. Alison Sherman, School Board Chair
V. Consent Agenda	
V.A. Payment of Invoices - October 21, 2023 to November 10, 2023 & Off Cycle Payments from Previous Register	Speaker (s) : Ms. Marie Schrul, Executive Director of Finance
V.B. Substitute Pay Rate	Speaker (s) : Dr. Mike Funk, Superintendent
VI. Strategic Direction A: Ensure the learning process is adaptable to meet individual student needs	
VI.A. Report: Structural Consideration Timeline for 2024-25	Speaker (s) : Ms. Carissa Keister Chief of Staff
VII. Strategic Direction B: Foster a safe, welcoming and inclusive environment for all staff and students	
VIII. Strategic Direction C: Utilize systems and align resources in an efficient manner to support learning	
VIII.A. Action: Resolution Canvassing the Results of the Special Election	Speaker (s) : Ms. Alison Sherman, School Board Chair
VIII.B. Action: Resolution Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform Other Election Duties	Speaker (s) : Ms. Alison Sherman, School Board Chair
IX. Strategic Direction D: Develop strong partnerships with the communities we serve	
IX.A. Closed Session	Speaker (s) : Ms. Alison Sherman, School Board Chair
X. Adjournment	Speaker (s) : Ms. Alison Sherman, School Board Chair



November 14, 2023

Substitutes Rates of Pay

We have a number of substitute pay rates that have not been updated in years. The attached outlines the current and new rates for our substitutes that we hire through both Teachers On Call and our internal “other” rates for casual/short term work that the District sources and hires directly.

These changes are necessary to maintain a reasonably competitive position with the overall employment landscape.

Teachers On Call (TOC) Rates

Category	Current Rate	Proposed Rate
Paraprofessional	\$15.50/hour	\$17.00/hour
Clerical	\$15.50/hour	\$17.00/hour
Building Substitute Para	\$16.50/hour	\$17.00/hour

Other District Substitute Rates

Category	Current Rate	Proposed Rate
Nutrition Services	\$15.50/hour	\$17.00/hour
Custodial	\$15.50/hour	\$17.00/hour
School Age Care/Pre-School Assts	\$15.50/hour	\$17.00/hour
Health Care Specialist - RN	\$21.50/hour	\$31.50/hour
Health Paraprofessional	\$17.50/hour	\$19.00/hour



Community Conversations Calendar & Start Times

Presented to the School Board
November 14, 2023

Expect
More.



Our Goal:

Improve student achievement and address student and staff mental health concerns



Expect
More.



Expect
More.

Community Conversations Timeline

Now - Dec. 20: Staff meetings at all buildings

Dec. 5: School board study session; *Research on School Start Times*

Dec. 19: School board meeting: *Calendar and Start Times Initial Proposals*

Jan. 4: Community Conversation; 6 p.m. at Oak-Land Middle School

Jan. 11: Community Conversation; 6 p.m. at Stillwater Middle School

Jan. 22: School Board Meeting: Final Calendar Recommendation; Action

Feb. 20: School Board Meeting: Start Times; Action

Communication Plan:

- Website
- School newsletters
- Community newsletter
- Public meetings
- Feedback forms
- Student survey

stillwaterschools.org/2024planning



Expect
More.

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 834
(STILLWATER AREA PUBLIC SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 834 (Stillwater Area Public Schools), State of Minnesota, was duly held in the School District on November 14, 2023, at 6:00 o'clock p.m. for the purpose, in part, of canvassing its special elections.

Member _____ moved the adoption of the following resolution:

**RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT SPECIAL ELECTIONS**

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

1. It is hereby found, determined and declared that the special elections of the voters of this School District held on November 7, 2023, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, a total of 14775 voters of the School District voted at said special election on the election of one (1) individual to fill the vacancy in the term of School Board member expiring January 4, 2027, as follows:

Jessica L Johnson	5338
Chris Lauer	8661
Write-In	120

3. Chris Lauer, having received the highest number of votes, is elected to fill the vacancy in the term of School Board member expiring January 4, 2027. Said individual shall take office as soon as he qualifies.

4. As specified in the attached Abstract and Return of Votes Cast, at said election a total of 14775 voters of the School District voted on the question of authorizing the issuance of school building bonds for a school acquisition and betterment program (SCHOOL DISTRICT QUESTION 1), of which 8361 voted in favor, 6374 voted against the same. Said proposition, having received the approval of at least a majority of such votes, is hereby declared to have carried.

5. The Clerk is hereby directed to certify the results of the election to the County Auditor of each county in which the School District is located in whole or in part. The Clerk is further directed to certify the results of the bond referendum special election to the Commissioner of Education.

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.

Abstract of Votes Cast
Independent School District No. 834 (STILLWATER)
State of Minnesota
at the Municipal and School District General
Held Tuesday, November 7, 2023

Compiled from the Official Returns.

Summary of Totals
Independent School District No. 834 (STILLWATER)
Tuesday, November 7, 2023 Municipal and School District General

Number of persons registered as of 7 a.m.	48849
Number of persons registered on Election Day	200
Number of accepted regular, military, and overseas absentee ballots and mail ballots	2401
Number of federal office only absentee ballots	0
Number of presidential absentee ballots	0
Total number of persons voting	14775

Summary of Totals
Independent School District No. 834 (STILLWATER)
Tuesday, November 7, 2023 Municipal and School District General

KEY TO PARTY ABBREVIATIONS

NP - Nonpartisan

Special Election for School Board Member at Large (ISD #834)

NP	NP	WI
Chris Lauer	Jessica L Johnson	WRITE-IN
8661	5338	120

SCHOOL DISTRICT QUESTION 1 (ISD #834)

NP	NP
YES	NO
8361	6374

Detail of Election Results
 Independent School District No. 834 (STILLWATER)
 Tuesday, November 7, 2023 Municipal and School District General

Precinct	Persons Registered as of 7 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
82 8144 : ISD 834 P01 - SHEPHERD OF THE VALLEY LUTHERAN	2184	12	682
82 8145 : ISD 834 P08 - LAKELAND CITY HALL	2632	9	625
82 8146 : ISD 834 P11 - ST PAUL LUTHERAN CHURCH	3183	6	956
82 8148 : ISD 834 P12 - TRINITY LUTHERAN CHURCH	3419	10	1103
82 8150 : ISD 834 P10 - STILLWATER TOWNSHIP TOWN HALL	1532	8	608
82 8151 : ISD 834 P15 - WEST LAKELAND TWP TOWN HALL	3119	11	1107
82 8154 : ISD 834 P09 - OAK PARK HEIGHTS CITY HALL	3128	15	836
82 8155 : ISD 834 P02 - BAYPORT FIRE DEPARTMENT	1787	13	628
82 8156 : ISD 834 P03 - BAYTOWN COMMUNITY CENTER	1617	8	624
82 8157 : ISD 834 P04 - WOODBURY LUTHERAN CHURCH OAK HILL	1370	4	376
82 8158 : ISD 834 P05 - MAY TOWNSHIP TOWN HALL	2881	10	969
82 8159 : ISD 834 P06 - LAKE ELMO FIRE STATION 1	3836	19	1029
82 8999 : ISD 834 P14 - OUR SAVIORS LUTHERAN CHURCH	3583	13	1258
82 9356 : ISD 834 P13 - STILLWATER EVANGELICAL FREE CHURCH	3783	20	1352
82 9495 : ISD 834 P17 - BROOKVIEW ELEMENTARY SCHOOL	4010	15	715
82 9751 : ISD 834 P07 - LAKE ELMO CITY HALL	3582	20	1136
82 9752 : ISD 834 P16 - ST JOHN LUTHERAN CHURCH	3203	7	771

Independent School District No. 834 (STILLWATER)
Total:

48849

200

14775

Detail of Election Results
 Independent School District No. 834 (STILLWATER)
 Tuesday, November 7, 2023 Municipal and School District General

Office Title: Special Election for School Board Member at Large (ISD #834)

Precinct	NP Chris Lauer	NP Jessica L Johnson	WI WRITE-IN
82 8144 : ISD 834 P01 - SHEPHERD OF THE VALLEY LUTHERAN	427	231	2
82 8145 : ISD 834 P08 - LAKELAND CITY HALL	352	235	13
82 8146 : ISD 834 P11 - ST PAUL LUTHERAN CHURCH	591	322	6
82 8148 : ISD 834 P12 - TRINITY LUTHERAN CHURCH	714	346	9
82 8150 : ISD 834 P10 - STILLWATER TOWNSHIP TOWN HALL	323	254	4
82 8151 : ISD 834 P15 - WEST LAKELAND TWP TOWN HALL	589	456	7
82 8154 : ISD 834 P09 - OAK PARK HEIGHTS CITY HALL	499	307	4
82 8155 : ISD 834 P02 - BAYPORT FIRE DEPARTMENT	345	245	3
82 8156 : ISD 834 P03 - BAYTOWN COMMUNITY CENTER	324	266	9
82 8157 : ISD 834 P04 - WOODBURY LUTHERAN CHURCH OAK HILL	168	192	4
82 8158 : ISD 834 P05 - MAY TOWNSHIP TOWN HALL	491	427	8
82 8159 : ISD 834 P06 - LAKE ELMO FIRE STATION 1	594	366	7
82 8999 : ISD 834 P14 - OUR SAVIORS LUTHERAN CHURCH	837	372	14
82 9356 : ISD 834 P13 - STILLWATER EVANGELICAL FREE CHURCH	837	436	11
82 9495 : ISD 834 P17 - BROOKVIEW ELEMENTARY SCHOOL	429	234	8
82 9751 : ISD 834 P07 - LAKE ELMO CITY HALL	663	408	8
82 9752 : ISD 834 P16 - ST JOHN LUTHERAN CHURCH	478	241	3

Total:	8661	5338	120
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Office Title: SCHOOL DISTRICT QUESTION 1 (ISD #834)

Precinct	NP YES	NP NO
82 8144 : ISD 834 P01 - SHEPHERD OF THE VALLEY LUTHERAN	391	288
82 8145 : ISD 834 P08 - LAKELAND CITY HALL	358	265
82 8146 : ISD 834 P11 - ST PAUL LUTHERAN CHURCH	513	441
82 8148 : ISD 834 P12 - TRINITY LUTHERAN CHURCH	641	459
82 8150 : ISD 834 P10 - STILLWATER TOWNSHIP TOWN HALL	275	330
82 8151 : ISD 834 P15 - WEST LAKELAND TWP TOWN HALL	574	530
82 8154 : ISD 834 P09 - OAK PARK HEIGHTS CITY HALL	467	365
82 8155 : ISD 834 P02 - BAYPORT FIRE DEPARTMENT	341	284
82 8156 : ISD 834 P03 - BAYTOWN COMMUNITY CENTER	318	304
82 8157 : ISD 834 P04 - WOODBURY LUTHERAN CHURCH OAK HILL	153	222
82 8158 : ISD 834 P05 - MAY TOWNSHIP TOWN HALL	353	614
82 8159 : ISD 834 P06 - LAKE ELMO FIRE STATION 1	692	334
82 8999 : ISD 834 P14 - OUR SAVIORS LUTHERAN CHURCH	778	476
82 9356 : ISD 834 P13 - STILLWATER EVANGELICAL FREE CHURCH	803	548
82 9495 : ISD 834 P17 - BROOKVIEW ELEMENTARY SCHOOL	479	234
82 9751 : ISD 834 P07 - LAKE ELMO CITY HALL	716	418
82 9752 : ISD 834 P16 - ST JOHN LUTHERAN CHURCH	509	262

Total:

8361

6374

We, the school board members of Independent School District No. 834 (STILLWATER), certify that we have canvassed the returns of the Municipal and School District General held on Tuesday, November 7, 2023 and have herein specified the names of any candidates receiving votes and the number of votes received by each candidate, and have herein specified the number of votes for and against any ballot questions voted on in this election.

As appears by the returns of the election precincts voting in this election, duly returned to, filed, opened, and canvassed, and now remaining on file in the office of the clerk of Independent School District No. 834 (STILLWATER).

Witness our official signature at _____ in _____ County this _____ day of _____, 2023.

School Board Member

State of Minnesota
Independent School District No. 834 (STILLWATER)

I, _____, Clerk of the Independent School District No. 834 (STILLWATER) do hereby certify the within and foregoing _____ pages to be a full and correct copy of the original abstract and return of the votes cast in the Independent School District No. 834 (STILLWATER) Municipal and School District General held on Tuesday, November 7, 2023.

Witness my hand and official seal of office this _____ day of _____, 2023.

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 834
(STILLWATER AREA PUBLIC SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 834 (Stillwater Area Public Schools), State of Minnesota, was held in the School District on November __, 2023, at 6:00 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES
OF ELECTION AND DIRECTING THE SCHOOL DISTRICT CLERK
TO PERFORM OTHER ELECTION RELATED DUTIES**

WHEREAS, the School Board has canvassed the special election for School Board member held on November 7, 2023.

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

1. The Board Chair and Clerk are hereby authorized to execute a Certificate of Election on behalf of the School Board of Independent School District No. 834 to Chris Lauer who has received a sufficiently large number of votes to fill the vacancy in the term of School Board member expiring January 4, 2027. Such individual shall take office as soon as he qualifies.
2. The Certificate of Election shall be in substantially the form attached hereto.
3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the Clerk of the School Board is hereby directed to deliver a certificate to the person entitled thereto personally or by certified mail.
4. The Clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

The motion for the adoption of the foregoing resolution was duly seconded by _____ 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)
) ss.
COUNTY OF WASHINGTON)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 834 (Stillwater Area Public Schools), State of 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 authorizing the issuance of a certificate of election, 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 _____ day of _____ 2023.

Katie Hockert, School Board Clerk

OATH OF OFFICE

I swear/affirm that I will support the Constitution of the United States and of this state, and that I will discharge faithfully the duties of the office of School Board member of Independent School District No. 834 to the best of my judgment and ability.

Date: _____, 2023

Signature

STATE OF MINNESOTA)
) ss.
COUNTY OF WASHINGTON)

The foregoing instrument was acknowledged before me this ____ day of _____, 2023 by _____.

Name of Candidate

Notary Public

**CERTIFICATE OF ELECTION
(Vacancy)**

This is to certify as follows:

1. The School Board of Independent School District No. 834 on November 14, 2023, canvassed the special election held on November 7, 2023 to fill a vacancy in term of School Board member expiring January 4, 2027.

2. Chris Lauer received the largest number of votes cast for the office of School Board member of Independent School District No. 834 for a vacancy in term expiring January 4, 2027.

4. Therefore Chris Lauer is elected to the office of School Board member of Independent School District No. 834 for the remainder of the term expiring January 4, 2027.

By authority of the School Board of Independent School District No. 834, pursuant to a resolution dated _____, 2023.

Dated: _____

Board Chair

Dated: _____

Clerk