

INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
REGULAR MEETING OF THE BOARD OF EDUCATION
360 Colborne & Online at <https://spps.eduvision.tv/LiveEvents>
360 Colborne Street
Saint Paul, Minnesota 55102

June 22, 2021
6:05 PM

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#BoldSubject#

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Acknowledgement of Good Work Provided by Outstanding District Employees

A. PERTINENT FACTS:

1. SPPS staff deserve to be commended for their service and dedication to our students, families and fellow staff members throughout the pandemic.

Staff members have and continue to work tirelessly, many of them behind the scenes, to ensure this school district keeps running; our students and families are well served, bills get paid, employees are hired, information is communicated, our people and facilities are safe, meals are provided for students and learning continues, even through the hardest and most challenging times.

2. The **Finance Department** received the Minnesota Department of Education (MDE) 2021 School Finance Award. Each year, MDE reviews each school district for criteria in the following areas: timely submission of financial data, compliance with Minnesota statutes, presence of select indicators of fiscal health, and accuracy in financial reporting. This award is a testament to how the Finance department is organized and accountable for the taxpayer dollars entrusted to us.
3. This item is submitted by Cedrick Baker, Chief of Staff

B. RECOMMENDATION:

The recommendation is that the Board of Education recognizes the staff acknowledged above for their contributions and outstanding work.

**We INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Acknowledgement of Good Work Provided by
Outstanding District Partners

A. PERTINENT FACTS:

1. We would like to extend our gratitude to the Ecolab Foundation for their long-standing support of SPPS.
2. In particular, we are recognizing tonight our annual \$250,000 teacher grant program, which is on the consent agenda for school year 2021-22 grants. The specific teacher projects will be selected and awarded over the summer.
3. Additionally, we are highlighting the Ecolab Foundation for over \$1.5 million in direct grants in the last five years and their ongoing and abundant community support for the students, staff, and families of SPPS
4. This item is submitted by Cedrick Baker, Chief of Staff

B. RECOMMENDATION:

The recommendation is that the Board of Education recognizes the partner acknowledged above for their contributions and outstanding work.

**INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota**

**REGULAR MEETING OF THE BOARD OF EDUCATION
360 Colborne Street
Saint Paul, MN 55102, and**

**Telephonic Phone and Video Conference
Available Streaming Online at www.spps.org/boe and Saint Paul Cable Channel 16**

**May 18, 2021
6:05 p.m.**

MINUTES

I. CALL TO ORDER

The meeting was called to order at 6:07 p.m. by Jeanelle Foster, Chair.

II. ROLL CALL

Board of Education: J. Brodrick, J. Vue, C. Allen, J. Kopp, Y. Carrillo, Z. Ellis, J. Foster,

Staff: Superintendent Gothard; Chuck Long, General Counsel; Cedrick Baker, Chief of Staff; Jackie Turner, Chief Operations Officer; Kate Wilcox-Harris, Chief Academic Officer; Stacey Gray Akyea, Director, Office of Research, Evaluation and Assessment; Kenyatta McCarty, Executive Director of Human Resources; Kevin Burns, Director of Communications; Kaying Thao, Administrator to the Board; Kalid Ali, SEAB Member; Sarah Dahlke, Secretary to the Board

II. APPROVAL OF THE ORDER OF THE MAIN AGENDAR

MOTION: Director Foster moved approval of the Order of the Main Agenda one change - to move Old Business - Bond Sales to follow the Committee Reports, and be prior to the Superintendent's Report. The motion was seconded by Director Ellis.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

III. RECOGNITIONS

1. The Minnesota Elementary School Principals' Association (MESPA) recognized **Chreese Jones**, Principal of Global Arts Plus School, Saint Paul Public Schools (SPPS), and President of MESPA's Saint Paul Division, with the 2021 MESPA Division Leadership Achievement Award for the Saint Paul Division. The award honors principals whose exemplary leadership and sustained efforts have made noteworthy contributions to the operation of effective school learning programs—improving education, their communities, and their profession. She was recognized by colleagues statewide on April 15, 2021, at the MESPYs, the premier elementary principal celebration of the year.

Chreese has worked in SPPS for more than 25 years serving staff, scholars and their families as a teacher, assistant principal and principal and still loving what she does. She has come full circle as principal at the school where she received her first teaching assignment.

2. **Marcy Doud**, Assistant Superintendent of Specialized Services, is the new President-Elect of the Minnesota Administrators for Special Education (MASE).

MASE is organized to promote professional leadership, provide the opportunity for study of problems common to its members, and to communicate, through discussion and publications, information that will develop improved services for exceptional children. Further, its purpose is to foster high-quality programs of professional development for members, to make studies of selected programs that relate to services to children with disabilities, improve the leadership of administrators for special education and to be active in the legislative process.

3. Over the past 10 years, 1,602 SPPS teachers have received **PAR (Peer Assistance & Review)** support as part of their path to tenure. The PAR program is a collaboration between SPPS and SPFE, and involves instructional coaching, observation and feedback, and lesson and assessment planning. The 51 teachers who have been PAR Educators over the past 10 years are Teachers on Special Assignment (TOSAs) who work for up to four years in the program before returning to the classroom or other positions.

In the past year, the 16 current PAR Educators have worked diligently to support 208 teachers in navigating new ways of teaching in distance learning, applying the lens of educational equity to classroom instruction, and planning for successful transitions back to face-to-face teaching.

Quotes from teachers this year:

"My biggest takeaway from a year of PAR is that being a good educator is synonymous with being a reflective educator. There is no perfect lesson. You must continually analyze what is happening in the classroom and adjust to what the students need."

"I appreciated the consistent feedback and push to grow. Was kind of dreading the amount of extra work that I anticipated going into the program, but it was a great use of time and was integrated with my schedule, so definitely felt worthwhile. I love to get perspective and also have someone see what I'm doing more often than 3x a year."

"My PAR has helped me analyze and improve my student engagement to find new ways to reach them through distance learning; helped me develop stronger questioning to lead

deeper discussions; and helped me build more qualitative assessment into my rubrics instead of just quantitative goals.”

PAR Educators for 2020-2021 are:

Abby Cullen
Amanda Hagberg
Angela Huckleby
Beth Busey
Charlotte Landreau
Kelly Lang
Leah VanDassor
Lindsay Lowther
Matthew Barron
Meera Patel
Melissa Kubousek
Nick Faber
Paul Ruble
Sam DiVita
Tara Brash
Tasha Sambs
Tatiana Leiva
Virginia Kressin

4. **Maureen Rueber** is celebrating 50 years as a staff member at Harding Senior High School. She has spent her entire career at Harding, which is, as far as anyone knows, the longest any SPPS employee has been at a single school. She has taught as a family consumer science teacher, run the school cafe, been the testing coordinator, facilitated student leadership programs, organized student retreats, served as cheerleading coach, connected school to business and post-secondary institutions, and has been a staff support person and all-around mother of Harding Senior High School since 1971.

Maureen has the answer to every question, she is deeply invested in knowing all the staff and something about each person and their family. She takes the time to stay in touch with past students and staff, remembers important days and reaches out to let you know she is thinking of you.

Her work ethic is like no other. She is usually one of the first ones at school (before 6 a.m.) and the last to leave (6 p.m.). Maureen has helped to support students, families, teachers and administration since day one, and does so many things to help make everyone’s job easier, to make people feel valued and appreciated, and to create a sense of belonging and community.

5. **Ricardo Abbott**, Nutrition Center Manager, received the Minnesota School Nutrition Association (MSNA) Innovation Award. This award recognizes the development of an innovative process or program within a school or district which adds value or streamlines operations.

When schools closed for COVID-19, Chef Ricardo responded quickly to create a bundled meal concept that led to a citywide door-to-door delivery program, making nutritious meals consistently available to every child in Saint Paul. The delivery service minimized virus

exposure by reducing the need for families to leave their homes. The operational innovations allowed meals to be bundled on an assembly line in a way that was efficient enough to produce over 400,000 meals each week. The entire system provided food security for over 32,000 children and helped families who were hit the hardest during this pandemic.

6. **Stacy Koppen**, Director of Nutrition Services, received the Minnesota School Nutrition Association (MSNA) Director of the Year Award and the National School Nutrition Association (SNA) Midwest Regional Director of the Year Award. These awards recognize school nutrition directors for the contributions they have made throughout their school nutrition career.

Stacy created and implemented a plan to provide the financial strength needed to invest in long-term improvements to equipment, food quality and sustainability. Her focus on positive leadership training led to a department-wide culture shift. Stacy is seen as a resource by the public and peers through her work on the SNA Legislative Action Committee. She is a frequent conference speaker and successful advocate for school and child nutrition.

7. The Minnesota School Nutrition Association (MSNA) Excellence Team Award recipients are:

- **Bono Gbolo**, Nutrition Center Operations Coordinator
- **Cole Welhaven**, Nutrition Coordinator
- **Genny Turner**, Nutrition Center Operations Coordinator
- **Tracy Alexander**, Purchasing Analyst
- **Ben Harri**, Distribution Manager
- and the **Nutrition Center Staff**

This award showcases excellence in teamwork, creativity and customer service. The SPPS Nutrition Center team received this award for their hard and dedicated work to creatively change equipment, labor, procurement and inventory management practices. This allowed school meals to be efficiently produced in the quantities needed to supply nutritious and culturally relevant meals to over 32,000 youth throughout Saint Paul. The leadership team emphasized safety, provided clarity of information, developed a mentor training plan to ensure success for new Nutrition Center staff, and sought feedback from family and cultural liaisons for continuous improvement.

Stacy, Ricardo and the Nutrition Center team have championed Nutrition Services' vision, which is: "To eliminate hunger and provide every child with HOPE (Healthy Options Positive Engagement) through exceptional food."

Through this work, Nutrition Services has provided over 17 million meals to the community since the start of school closures in March 2020.

8. In support of SPPS Achieves strategic objective 3C, the Division of Schools established a formal instructional leadership program called **SPPS Leadership Institute** for aspiring assistant principals and principals. Our first cohort began during the school year 2020-21.

The purpose of the **Saint Paul Public Schools (SPPS) Leadership Institute** is to continue to foster innovation and creative thinking in our future leaders; retain a high potential employee cohort ready to lead SPPS; and to grow a successor pipeline of leaders from within Saint Paul Public Schools.

SPPS Leadership Institute is an 11-month program that includes a week-long foundations training during the first week in August and monthly training throughout the school year.

We would like to recognize those who completed this year's program:

- **Elizabeth Diemer**, Assistant Principal, Dayton's Bluff Achievement Plus
- **Elizabeth Earnest**, 5th Grade Teacher, Maxfield Elementary
- **Heidi Dunlap**, Assistant Principal, Humboldt Secondary School
- **Hsajune Dyan**, Assistant Principal, Washington Technology Magnet
- **Kathryn Garvey**, Assistant Principal, Bruce Vento Elementary
- **Matthew Severns**, Assistant Principal, Parkway Montessori Middle School
- **Nicholas Revak**, Teacher - Behavior Specialist, Eastern Heights Elementary
- **Nicole Staab**, Science Teacher, Farnsworth Aerospace Upper
- **Norman Bell**, Assistant Principal, L'Etoile du Nord French Immersion
- **Soraya Folley**, TOSA - Career Curriculum Integration, Office of College and Career Readiness
- **Susan Mondry**, Assistant Principal, Saint Paul Music Academy
- **Susan Providence**, 3rd Grade Teacher, Battle Creek Elementary

IV. APPROVAL OF THE ORDER OF THE CONSENT AGENDA

MOTION: Director Foster moved approval of the Order of the Consent Agenda with item C6 - Ramsey County Elections Contract pulled for separate consideration. The motion was seconded by Director Brodrick.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

V. APPROVAL OF THE MINUTES

- Minutes of the Special Meeting of the Board of Education of April 26, 2021
- Minutes of the Special Meeting of the Board of Education of May 8, 2021
- Minutes of the Special Meeting of the Board of Education of May 11, 2021

MOTION: Director Foster moved approval of the Minutes of the Special Meeting of the Board of Education of April 26, 2021; Minutes of the Special Meeting of the Board of Education of May 8, 2021; and Minutes of the Special Meeting of the Board of Education of May 11, 2021. The motion was seconded by Director Brodrick.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes

Director Ellis	Yes
Director Foster	Yes

VI. COMMITTEE REPORTS

A. Minutes of the Committee of the Board Meeting of May 4, 2021

At the Committee of the Board Meeting on May 4th, 2021, Superintendent Gothard welcomed everyone, and noted Teacher Appreciation Week. He, along with board members and SEAB, expressed their appreciation of our teachers and staff in SPPS. A brief update on the preliminary budget figures and school and program allocations was also shared.

The SEAB Report included an update on the recruitment of students to join SEAB for the next school year, as well as the continued work with the Board subcommittee about the future of SEAB and a brief update on the work to hire the next SEAB facilitator. Information was also requested on the District's plans for spring events outside of athletics, and further details were provided.

The Board then learned more about the current Legislative Update. Questions from the Board included further information on PreK seats, funding of mandates, additional information on the Cruz-Guzman lawsuit and impacts to SPPS and charter schools, Teacher of Color grants, potential concerns about the omnibus bill and budget bill, and the ability to recruit Teachers of Color to Minnesota.

Next, a Critical Ethnic Studies Update was provided. This presentation sparked robust discussion amongst board members, with topics and questions including communication to students and families about this course, units and themes within the course content, and challenges and how they are or have been addressed. Concerns on the effects of the course on current classes, course content, and the concern that parents need to know what their child is going to be taught in this course, and that not all voices have been heard in the process. Further details on engagement and discussion with stakeholders were also provided. Questions also centered on the example of immigration and emigration unit within the course and the importance of including Black and Native American/Indigenous perspectives as well. Discussion also focused on the interdisciplinary aspect of the course, this course as a required elective and other required electives in SPPS, how this course will present issues being addressed, and further information on the timeline, including the recommendation to bring forth the policy amendment by December 2021. The Critical Ethnic Studies Steering Committee work was also noted, as well as clarity on the interdisciplinary nature of this course and the impacts on other courses.

Within the Work Session, staff provided a brief update on graduation ceremony details, and board members discussed their attendance at the ceremonies for both the greeting message and conferring of diplomas.

A full video of the Committee of the Board Meeting can be found at www.spps.org/boe.

MOTION: Director Vue moved that the Board accept the report on the May 4, 2021 Committee of the Board meeting and approve the recommended motions and minutes of that meeting as published. Director Allen seconded the motion.

The motion was approved by roll call vote:	
Director Brodrick	Yes

Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

VII. SUPERINTENDENT'S REPORT

A. SEAB Presentation 2021

Superintendent Gothard then welcomed Kaying Thao, Administrator to the Board, to introduce members of the Student Engagement and Advancement Board and provided a brief report on their work this past year. SEAB Members then introduced themselves, and those present at the meeting included Kalid Ali, Anindita Rajamani, and Simon Mulrooney. Other SEAB members include Diamond Thlang, Jordanna Marshall, Marianna Xiong, and Tochi Onuegbu.

SEAB Members then presented on topics such as the history of the group; origins and values; Fall 2019 - events and thoughts/feelings; work in 2020; values of justice and knowledge, ethnic studies, and SEAB manual, facilitator role and recruitment forward; videos of testimony from current SEAB members; voices from the Board/SEAB subcommittee; a summary that history matters, student voice matters, and future matter; and what was learned and created, including information on the SEAB facilitator role.

QUESTIONS/DISCUSSION:

- Chief Baker provided further information on the SEAB facilitator role and the effects of the role, and complexity of the system. SEAB members noted they felt there was a lack of communication, a sense of being excluded from the decision making process, and feel the facilitator role will be helpful in onboarding for new SEAB members, and should be a priority.
- Director Vue thanked SEAB for their work and will continue to work with the group moving forward.
- He also noted questions on the criteria for the facilitator. Response: One of the strongest areas is to be able to navigate the SPPS system. SEAB members can facilitate their meetings, but it would be more about the connections between SEAB and various SPPS areas. It will also be important for them to communicate with board members, Administration, and SEAB.
- Director Allen thanked the group for their insight, and appreciated the report and hearing their voices and perspectives from the past year.
- She requested information to clarify that this was their last meeting as seniors. Response: Yes, that is correct. Members are still open to helping new SEAB members over the summer, and with the new facilitator, but this will be their last board meeting.
- She also requested further clarification on the responsibility to train the new facilitator. Response: We don't know, and it's not clear of the role of the facilitator yet. The history of SEAB facilitators was also reviewed. They also noted the sustainability of the position to ensure it is carrying the mission of the students.
 - Director Allen also noted her wishes for a 10th and 9th grade mentor program, as a feeder program for SEAB, with different roles, including data-gathering and voice to the Board in thinking about how to expand student voice with committees. She also noted her concerns that SEAB students are only on SEAB for a maximum of 3 years, because in that time, work is just starting. She encouraged continued conversations about sustainability and long-term ideals.

- She also requested information on the facilitator role and to whom they have an obligation. SEAB members noted they were not aware there was going to be a new facilitator, and there was little transparency in the change and process. SEAB members also noted that for training, SEAB needs to be involved as it is a collaborative process, as well as the importance of the time of the new facilitator in the role to work together.
- Director Allen also noted the role of the SEAB facilitator as a youth advocate, and is proud that SEAB students will be staying close and hope to see them in the future and thanked them for their work.
- Director Kopp thanked SEAB members for the invitation to be in community with them, and appreciation of their work, and communication to do better and relationships to be better. She noted the role of the facilitator and understanding what we need from each other and the ability to deliver that. She is committed, as a board member, to help them navigate their roles and obstacles. Since it is their last meeting, she thanked all members, as well as Kurt RuKim and Becky McCammon for their work and navigation to preserve the relationship and in hopes to build a stronger one.
- Director Carrillo thanked SEAB members for their time perspective that this has not been easy - and also to make a commitment to them. He noted the bylaws and policy that may need to change or be updated to reflect current changes, and all need to bring what they want SEAB to be like and feel like with SEAB as a co-participant.
- Director Ellis noted that as SEAB members states, this has not been easy, even prior to the pandemic, and we own that. As SEAB changes, the Board also changes. She acknowledged their pain, and it is the role of adults to support students. She hopes to move forward and a concerted effort for SEAB and the Board to build upon their relationship and collaboration. She appreciated the presentation, and noted the history behind us, and the wanting to be better for the next group, and appreciated the foresight and insight and willingness to do better even when current SEAB members are graduating.
- Director Foster thanked members for their presentation and sharing their concerns. This Board believes in full support and relationship building, and encouraged all to consider their role and take onus and miscommunication. She wanted SEAB members to know they have done great work and does not want them to feel like they didn't do enough - this conversation speaks to their work, their engagement, and commitment to elevating student voice.
- SEAB Members then provided additional feedback, including their work on the facilitator role and timeline, and space held with board members, their due diligence in the in their work, and passion for this work. Members also noted their voice that has developed as a result of SEAB.
- Superintendent Gothard congratulated SEAB members who are seniors and graduating. We are all proud of them and know they will go on to do great work, reflect the community, their families, and community as a whole. There is work remaining, and distribution of autonomy and sense of connectedness, and to think difference about the different iterations of SEAB. He also wants to ensure there are deliberate onramps to have connections to the District. He also noted the complexity in navigating administration and district items, and to provide a roadmap as a guide to allow SEAB members to efficiently and effectively work together and with staff, in collaboration with a facilitator.

B. Human Resource Transactions

MOTION: Director Foster moved approval of the HR Transactions for the period April 1 through April 30, 2021. Director Brodrick seconded the motion.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

VII. CONSENT AGENDA

MOTION: Director Foster moved approval of all items within the consent agenda withholding item C6 - Ramsey County Elections Contract, which was pulled for separate consideration. Director Brodrick seconded the motion.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

A. Gifts

BF 32399 Acceptance of Gift from Ecolab to Cherokee Heights

That the Board of Education authorize the Superintendent (or Designee) to accept the gifts from Ecolab to support Cherokee Heights Elementary School's SCIP goals.

BF 32400 Gift Acceptance for Improvements to Health Start Clinics

That the Board of Education, authorize the Superintendent (or Designee) to accept a gift of \$26,197 in capital improvements to Health Start Clinics at various sites.

B. Grants

BF 32401 Request for Permission to Accept a Grant from the Assistance League of Minneapolis/Saint Paul

That the Board of Education authorize the Superintendent (designee) to accept a grant from Assistance League to; to accept funds; and to implement the project as specified in the award documents.

BF 32402 Request for Permission to Accept a Grant from the Assistance League of Minneapolis/St. Paul Operation School Bell Links to Learning

That the Board of Education authorize the Superintendent (designee) to accept a grant from the Assistance League of Minneapolis/St. Paul for the Operation School Bell Links to Learning funds; and to implement the project as specified in the award documents.

BF 32403 Request for Permission to Accept a Grant to the Change to Chill School Partnership with Allina Health

The Board of Education authorize the Superintendent to accept a grant to the Change to Chill School Partnership with Allina Health for the funds of Chill Zone; to accept funds, and to implement the project as specified in the award documents.

BF 32404 Ratification of Grants Accepted from the Minnesota Office of Higher Education's Get Ready/GEAR UP Program

That the Board of Education ratify the administration's action to accept to funds from Minnesota Office of Higher Education's Get Ready/GEAR UP to fund college and career readiness programs in SPPS; and to implement the project as specified in the award documents.

BF 32405 Request for Permission to Accept a Grant from the National Geographic Society

That the Board of Education authorize the Superintendent (designee) to accept a grant from the National Geographic Society to develop a 15-lesson unit on social justice; to accept funds; and to implement the project as specified in the award documents.

BF 32406 Request for Permission to Submit Two Grant Applications to the FrenchAmerican Cultural Exchange (FACE) Foundation

That the Board of Education authorize the Superintendent (designee) to submit two grant applications to the FACE Foundation for funds to support the French Immersion program at Central Senior High School; to accept funds, if awarded; and to implement the project as specified in the award documents.

BF 32407 Request for Permission to Submit a Grant to Allina Health

That the Board of Education authorize the Superintendent (designee) to submit a grant application to Allina Health for funds to support the district Wellness Initiatives; to accept funds, if awarded; and to implement the project as specified in the award documents.

BF 32408 Request for Permission to Submit a Grant to the Best Buy Foundation

That the Board of Education authorize the Superintendent (designee) to submit a grant application to the Best Buy Foundation for funds to provide paid work experience and other opportunities to students in Genius Squad and/or Innovative and Emerging Technologies Career Pathways; to accept funds, if awarded; and to implement the project as specified in the award documents.

BF 32409 Request for Permission to Submit a Grant to the Minnesota Department of Education

That the Board of Education authorize the Superintendent (designee) to submit a grant application to the Minnesota Department of Education for funds to enhance K-12 students' information literacy skills; to accept funds, if awarded; and to implement the project as specified in the award documents.

BF 32410 Request for Permission to Accept a Grant from Project Lead the Way

That the Board of Education authorize the Superintendent (designee) to accept a grant from Project Lead the Way to implement PLTW Launch at Crossroads Elementary; to accept grant funds; and to implement the project as specified in the award documents.

C. Contracts

BF 32411 RFP #A212562-A | Prime Vendor for Produce

That the Board of Education authorize the award of RFP# A212562-A to Bix Produce Company as a primary vendor and to Russ Davis Wholesale as the secondary vendor for the furnishing and delivery of produce for the period of July 1, 2021 through June 30, 2022, for the estimated value of \$1,800,000 and \$1,200,000; respectively.

BF 32412 RFP #A214209-A | Petite Bananas

That the Board of Education authorize the renewal of RFP # A214209-A to Russ Davis Wholesale, Inc. for furnishing and delivery of Petite Bananas for the period of July 1, 2021 through June 30, 2022, for an estimated value of \$245,000.

BF 32413 RFP #A217128-A | RFP Fresh Bakery Item

That the Board of Education authorize the renewal of RFP #A217128-A to Bimbo Bakeries USA for furnishing and delivery of Fresh Bakery Items for the period of July 1, 2021 through June 30, 2022, for an estimated value of \$245,000.

BF 32414 RFP #A217036-A | RFP Dairy and Juice

That the Board of Education authorize the renewal of RFP #A217036-A to BevSo for the furnishing and delivery of Dairy and Juice for the period of July 1, 2021 through June 30, 2022, for an estimated value of \$2,000,000.

BF 32415 Reauthorization of Saint Paul Public School Adult Basic Education to work in conjunction with and to act as fiscal agent for Literacy Minnesota and Saint Paul Community Literacy Consortium (SPCLC) and related management contract for the consortium for the 2021-2022 school year. The cost of the management contract is approximately \$178,000.

That the Board of Education authorize the Superintendent (designee) to approve the Agreement between Saint Paul Public Schools and Literacy Minnesota for the Management Contract of the Saint Paul Community Literacy Consortium.

D. Agreements

BF 32416 COVID-19 Lost/Missing Library Materials Replacement Fund

That the Board of Education authorizes the Superintendent (designee) to enter into a contract with Mackin Educational Resources for library materials not to exceed \$500,000 and will be paid from the general fund budget for the 2021-22 school year.

BF 32417 Food Service Agreements with Various Schools and Programs

That the Board of Education authorize the Superintendent or designee to enter into agreements to provide food service for non-SPPS schools and programs.

E. Administrative Items

BF 32418 Monthly Operating Authority

1. That the Board of Education approve and ratify the following checks and wire transfers for the period March 1, 2021 – March 31, 2021.

(a) General Account	#734684-735767 #0004040-0004065 #7004006-7004038 #0005492-0005588	\$64,219,548.14
(b) Debt Service	-0-	\$0.00
(c) Construction	-0-	<u>\$2,317,650.54</u>
		\$66,537,198.68

Included in the above disbursements are two payrolls in the amount of \$40,802,406.29 and overtime of \$131,157.23 or 0.32% of payroll.

(d) Collateral Changes

Released:

None

Additions:

None

2. That the Board of Education further authorize payment of properly certified cash disbursements including payrolls, overtime schedules, compensation claims, and claims under the Workers' Compensation Law falling within the period ending August 31, 2021.

BF 32419 Ramsey County Children's Mental Health Collaborative Gifts Supporting Social Emotional Learning

That the Board of Education authorize the Superintendent (designee) to approve the acceptance of awards from the Ramsey County Children's Mental Health Collaborative to support the ongoing work of Social Emotional Learning in Saint Paul Public Schools.

BF 32420 Reauthorization Of St. Paul Public School Adult Basic Education To Work In Conjunction With And To Act As Fiscal Agent For Saint Paul Community Literacy Consortium (Spclc) In Providing Basic Skills, English Literacy Training And Occupational Training Classes Through The Saint Paul Public Schools Adult Basic Education Program And Nine Consortium Members

That the Board of Education authorize the Superintendent (designee) to submit an application to the Minnesota Department of Education for re-authorization of funding to provide Adult Basic Education and act as fiscal agent for funding through the SPPS Adult Basic Education program and the Saint Paul Community Literacy Consortium.

F. Bids

BF 32421 Phase Gate Approval of Bridgeview Roof Replacement Project (Project # 0175-21-01): Gate #4 - Contract Award; Gate #4A – Finance Plan Update

That the Board of Education approve the award of Bid No. A20-0747-A Bridgeview Roof Replacement project (Project #s 0175-21-01) to Central Roofing Company for a lump sum base bid plus Alternates 1, 2 and 3 of \$2,848,334.

G. Change Orders - None

ITEMS PULLED FOR SEPARATE CONSIDERATION

BF 32422 Ramsey County Elections Contract

Staff then provided more information on this item separately, as it was a late addition to the agenda. There has been a lot of discussion back and forth between the District and Ramsey County Elections on this item. There is an increase in the contract amount for the five years, and discussions focused on ways to pay for our portion for election services. Rationale for the increase includes the increase in absentee voting and the new minimum wage for election judges in Saint Paul.

QUESTIONS/DISCUSSION:

- Director Vue requested information on the history of SPPS working with Ramsey County Elections, rationale for the contract, and rationale for its continuation. Response: We contract with Ramsey County Elections as an election bureau due to the economy of scale; they also provide election services for other cities and districts in Ramsey County. They do handle all requirements for the election services, including filing for candidates. The history of our work with Ramsey County Elections was also provided. A couple reasons for the changes are a result of COVID-19 with the historic turnout of $\frac{2}{3}$ of voters casting through absentee ballots. There are some additional costs related to the printing, envelopes, postage, and processing of the ballots due to this change, as well

as PPE and other health needs for polling places. The other major increase is due to the City of Saint Paul ordinance for minimum wage, with all election workers at the new rate. There were also some costs associated with moving equipment to polling sites, and the proportional share split between jurisdictions.

- Director Allen noted that she is not in favor of these increases. Voting is a part of our democracy and needs to be prioritized at the very top, and we should not be using General Funds for this expense, which could be used for textbooks or curriculum. This guidance should come from the very top, and the responsibility as well. She noted that she will vote yes, but does not like it, but will continue to look for ways to navigate the situation so we are not tapping into the budget for students across the nation.
- Director Kopp thanked staff for the presentation, and noted it is a powerfully large amount of money.
- Director Carrillo noted that the sum of the contract is considerable, and it is not something that is taken lightly, and it is not good. He agrees that our election process is being taken down to the grassroots level and representation where it is prioritized. We need to think about this as a state and nation about how we prioritize funding for elections and manage them. Ramsey County provides excellent election services, and thanked them and staff for the explanation.
- Director Ellis thanked staff for their work. She noted the increase, and ensuring that General Counsel reviewed the contract, and to know what we are agreeing to and committing the District to, and understanding the importance of that. She agrees that this is not where we want to spend money, but because of the system, this is where we are at. She does appreciate the work of the team in the best way to move this forward and months of work to get us to this place with this contract.
- SEAB Member Ali thanked staff for the presentation.
- Director Foster thanked staff for the simplifying of the language of understanding for this contract, and for the work on it and language.

MOTION: Director Foster moved that the Board of Education approve the election contract for period January 1, 2021 through December 31, 2026. Director Brodrick seconded the motion.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

IX. OLD BUSINESS

A. Policy Update

___1. FIRST READING: Policy 812.00 School Emergency Management

Superintendent Gothard then welcomed staff to present the First Reading of the update to Policy 812.00 - School Emergency Management. The rationale for the updates were shared, as well as the proposed updates to the current policy, and links to the current policy and proposed policy were also provided. The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Director Allen requested clarification that all staff are required to be trained on their specific site? Response: Yes.
- Information was also requested on the five drills, and if that was already happening or new to each building. Response: That is something we have consistently been doing and even before it was mandated; we were doing adequate drills and tracking drills per building.
- Clarification was also requested on the structure of drills during the past year, and changes. Response: We have had to adapt. Normally, a severe weather drill would be where students sit closely in hallways, and instead, this year, we did talk-through drills instead of walk-through drills due to COVID safety requirements. We are still required to complete drills during COVID and buildings are actively conducting those.

2. SECOND READING: Policy 510.01: Students: Retention and Promotion

The rationale for the changes to Policy 510.01 Students: Promotion and Retention were reviewed, as well as proposed updates. The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION: None

B. FY2021-22 Priority Based Budget Update

Superintendent Gothard then welcomed Chief Financial Officer, Marie Schrul, to present the FY2021-22 Priority-Based Budget Update.

Chief Schrul reviewed the budget process, including that we are committed to an ongoing, priority-based budget process for the 2021-22 budget and steps such as Plan and Prepare, Set Instructional Priorities, Pay for Priorities, Implement Plan, and Ensure Sustainability. A FY22 revenue projection in the General Fund was reviewed. The confirmation of instructional and operational priorities including within SPPS Achieved and COVID-19. Details on the FY22 resource allocations within the General Fund were also provided. FY22 staffing impacts (as of 5/14/21) were reviewed. The FY22 budget timeline was also shared, with a FY22 Budget Update at the June Committee of the Board meeting, and Final FY22 Budget Presentation for adoption at the June 22 Regular Meeting. The overall budget development timeline was also shown. More information was also provided on putting strategies into practice and evaluate results to improve resource allocations through presenting a multi-year financial plan, assessing program effectiveness using transparent metrics, aligning resources with priorities with programs offered and workforce planning.

QUESTIONS/DISCUSSION:

- Director Vue requested more information on the staff vacancies. Response: Typically at this time we are not seeing a large number of vacancies, but we do hire about 150-225 positions for teachers. We do have some upcoming events, including a pop-up teaching event as a way to do hiring for external teachers. Hiring of paraprofessionals may be more challenging, but we are working with the schools to hire now as opposed to waiting to the summer. There will also be hiring in July with placement, and will know numbers, and have the opportunity to go out and do external hiring. There may be vacancies at the beginning of the school year, but will work on those between now and this summer.
- Director Ellis requested further information on “other revenue”. Response: That is a significant amount allocated for student activity. There is some miscellaneous revenue, such as donations of funds, but one-time money. The largest portion is student activity funds and are being conservative right now. If we see an increase for the next school year, we will come back with a budget revision.

- It was noted that with waiting for figures from the legislative session, if there is an increase, it will be added to the budget, but otherwise it will be seen as a budget revision in the Fall in a report to the Board.
- Board members also thanked Jim Engen for his support in delivering the budget information.
- Superintendent Gothard thanked Chief Schrul and her team for this budget cycle, which is a team sport. We are adapting and finding new ways in a virtual environment to do this work in a pandemic. He also noted the workforce demand, and ensuring deadline are posted to ensure we hire the very best folks who are incredibly important to this work, and will continue to be. He noted the positions open to hire, and we will put our best foot forward to do this work quickly for the very best for our students and community.

C. Resolution Accepting Bid On Sale Of \$15,000,000 General Obligation School Building Bonds, Series 2021A, Providing For Their Issuance And Levying A Tax For The Payment Thereof

Superintendent Gothard then welcomed Kelly Smith from Baker Tilly to present information on the below three resolutions. A summary document was shared that presented the tax-exempt market rates and taxable market rates for the past five years, the 10-year and 30-year treasury rates for five years, and the sale results.

Competitive proposals for the issues were solicited and five (5) bids were received this morning for the 2021A and 2021B issues and one bid for the 2021D issue. Bids are being awarded based on a true interest cost (TIC) basis to reflect the time value of money. Robert W. Baird & Co., Inc. submitted the lowest bid for all three issues. All bids received were below the projected bids provided in April. A comparison of actual results to the April recommendation was provided.

A brief update was also provided on the credit rating. Moody's Investor Service once again assigned an underlying rating of Aa2 and an enhanced rating of Aa2 to the District's current debt issue. The enhanced rating reflects the security by the State of Minnesota's School District Enhancement Program. S & P Global Ratings assigned an underlying rating to this debt issue of AA and an enhanced rating of AAA. The outlook from both rating agencies is stable for the district's underlying rating.

Subject to action by the Board to accept the lowest bid from Robert W. Baird & Co., Inc. for the 2021A issue, the 2021B issue and the 2021D issue, Baker Tilly Municipal Advisors will coordinate the closings with District staff and expect proceeds from this issue to be delivered to the district on June 17, 2021.

QUESTIONS/DISCUSSION:

- Board members thanked Kelly Smith, Chief Schrul and the team for their work. They also noted that leadership matters, and everyone strives to be as effective and efficient in our school budgets as possible. The hard work is noticed and appreciated.

BF 32395 Resolution Accepting Bid On Sale Of \$15,000,000 General Obligation School Building Bonds, Series 2021A, Providing For Their Issuance And Levying A Tax For The Payment Thereof

MOTION: Director Foster moved approval of Resolution Accepting Bid On Sale Of \$15,000,000 General Obligation School Building Bonds, Series 2021A, Providing For Their Issuance And Levying A Tax For The Payment Thereof. Director Carrillo seconded the motion.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

D. Resolution Accepting Bid On Sale Of \$28,850,000 General Obligation Facilities Maintenance Bonds, Series 2021B, Providing For Their Issuance And Levying A Tax For The Payment Thereof

BF 32396 Resolution Accepting Bid On Sale Of \$28,850,000 General Obligation Facilities Maintenance Bonds, Series 2021B, Providing For Their Issuance And Levying A Tax For The Payment Thereof

MOTION: Director Foster moved approval of the Resolution Accepting Bid On Sale Of \$28,850,000 General Obligation Facilities Maintenance Bonds, Series 2021B, Providing For Their Issuance And Levying A Tax For The Payment Thereof. Director Brodrick seconded the motion.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

E. Resolution Authorizing Execution Of Second Amendment To Ground Lease, Second Amendment To Lease Purchase Agreement, And Second Supplemental Declaration Of Trust And Accepting Offer On Sale Of \$8,425,000 Taxable Certificates Of Participation, Series 2021D

BF 32397 Resolution Authorizing Execution Of Second Amendment To Ground Lease, Second Amendment To Lease Purchase Agreement, And Second Supplemental Declaration Of Trust And Accepting Offer On Sale Of \$8,425,000 Taxable Certificates Of Participation, Series 2021D

MOTION: Director Foster moved approval of the Resolution Authorizing Execution Of Second Amendment To Ground Lease, Second Amendment To Lease Purchase Agreement, And Second Supplemental Declaration Of Trust And Accepting Offer On Sale Of \$8,425,000 Taxable Certificates Of Participation, Series 2021D. Director Brodrick seconded the motion.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes

Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

X. NEW BUSINESS - None

XI. BOARD OF EDUCATION

A. Information Requests & Responses

B. Items for Future Agendas

- Director Vue requested an update on the plan for Hmong Dual Language to merge to one school.
- Director Allen requested information on summer school programming.
- Director Ellis requested information on solar energy within SPPS from the Facilities team.
- SEAB Member Ali noted coaching stipends, especially for soccer coaches, and equity in coaching stipends.
- Director Foster requested information on students in special education, including percentage of students in the program, demographics, and staffing. She also requested information on seniors graduating with honors, going to trades, graduating with college credit, etc.

C. Board of Education Reports/Communications

- Director Vue shared that May is Asian Pacific Islander Heritage Month, and acknowledged the struggles of the past and present. Friday marked a special day, Hmong American Day, and he recounted his recent experience at Hmong Village over the weekend and celebrating with the community and family, and reflecting on the Hall of Heroes, and the work of Hmong officers and soldiers, and service workers. He also reflected on the loss of Eisha Vang, a student at Bridge View and her story of success, as well as sympathy of her passing to her parents. He noted that as a Hmong historian, it is not enough to recall history, but we must make it. He leans into the stories of Marny Xiong, Ilean Her and many other brothers and sisters who left the world in this past year. He then provided a passage of a song for reflection.
- Director Kopp thanked Director Vue for his words
- Director Ellis also noted Director Vue's words and acknowledgment of Asian American Pacific Islander Heritage Month. She also noted the Board Retreat held on May 8th, and that the last time board members stood in that space was on March 13, 2020, alongside Marny Xiong, as a team united in moving forward to address the strike. It was the first time the entire Board was together in a space to do work we have been doing separately, and together. She also noted all staff in the recognitions, and was reminded of the reasons she loves this district and is excited about the things we can accomplish together. She also appreciated the thanks of the teams within the recognitions. She also noted it is National Speech Pathologist Day and thanked those staff supporting our students.
- SEAB Member Ali then provided thanks, as this is his last meeting. He thanked the Board for the opportunity to participate in discussion and welcomed him into the space. He thanked the Board for calling on him for questions and recounted his first experience at a board meeting and how he felt proud of the work of the groups in attendance, but also he was a member of the Board. He thanked board members for the rides home after long meetings, opportunities to discuss soccer, leadership and guidance of board members to be a voice in the community, discussing each other's stories as immigrants to the United States and passion of board members for students of SPPS, work together on Ethnic Studies, and meeting new board members and wishing them well. He also thanked

Superintendent Gothard for welcoming him into spaces and meetings with staff. He noted that when he first arrived in this country 8 years ago, he immediately enrolled in SPPS, and has been a part of SPPS ever since. He stayed in the public schools because they are the foundation of the community, and something that a community can build upon. He also thanked Sarah Dahlke, Board Secretary, for her checking-in prior to board meetings with him, and it is amazing to have someone who cares, and is also like a big sister. He thanked everyone for this amazing journey and to be a part of SPPS. Director Foster noted that she and board members and staff are always available for support. Superintendent Gothard thanked SEAB Member Ali for his gifts, and SPPS will be his home forever and looks forward to his continued journey.

XI. FUTURE MEETING SCHEDULE

- E. Motion to Cancel the Special Meeting on Non-Renewals and Committee of the Board Currently Scheduled For Tuesday, June 8, 2021, And Schedule A Special Meeting Of The Board On Non-Renewals And Committee Of The Board For Tuesday, June 15, 2021

MOTION: Director Foster moved to cancel the Tuesday, June 8, 2021 Special Meeting and Committee of the Board, and schedule a Special Meeting beginning at 4:00pm and Committee of the Board Meeting beginning at 4:30pm for Tuesday, June 15, 2021. Director Brodrick seconded the motion.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

A. Board of Education Meetings (6:05 p.m. unless otherwise noted)

- January 5, 2021 (Annual)
- January 19
- February 23
- March 23
- April 20
- May 18
- June 15 | Non-Renewals (rescheduled from June 8 due to graduation ceremonies)
- June 22
- July 20

B. Committee of the Board Meetings (4:30 p.m. unless otherwise noted)

- January 5, 2021
- February 9
- March 9
- April 13 (rescheduled from April 6 due to Spring Break)

- May 4
- June 15 (rescheduled from June 8 due to graduation ceremonies)
- August 10

XII. ADJOURNMENT

Director Foster moved to adjourn the meeting; Director Ellis and Director Allen seconded the motion.

The motion was approved by roll call vote:

Director Brodrick	Yes
Director Vue	Yes
Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes

The meeting adjourned at 10:00 p.m.

XIII. WORK SESSION

Board members then finalized attendance at the 2021 graduation ceremonies, as previous guidelines have been updated, and up to two board members, as in previous years, are now welcome to attend on stage for the larger ceremonies. They also determined roles at those larger ceremonies, including the provider of the message and the officiant of the conferring of diplomas.

For clarity and to facilitate research, these minutes reflect the order of the original Agenda and not necessarily the time during the meeting the items were discussed.

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education

**INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota**

**SPECIAL MEETING OF THE BOARD OF EDUCATION
Via Telephonic and Video Conference**

**June 1, 2021
4:30 p.m.**

MINUTES

I. CALL TO ORDER

The meeting was called to order at 4:35 p.m. by Chair Foster.

II. ROLL CALL

Board of Education: Y. Carrillo, Z. Ellis, J. Foster, J. Brodrick
J. Vue arrived at 4:38 p.m.
C. Allen arrived at 4:40 p.m.
J. Kopp was absent.

Administration: Superintendent Gothard, C. Baker, C. Long, M. Schrul, J. Turner, K.
Wilcox-Harris, K. McCarty, J. Vollmer, K. Burns, K. Thao, S. Dahlke

III. APPROVAL OF THE ORDER OF THE MAIN AGENDA

MOTION: It was moved by Director Foster, and seconded by Director Ellis, to approve the order of the agenda.

The motion was approved by roll call vote:

Director Vue	Absent
Director Allen	Absent
Director Kopp	Absent
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes
Director Brodrick	Yes

IV. MOTION TO CLOSE MEETING

MOTION: It was moved by Director Foster and seconded by Director Ellis that the Board of Education close the special meeting and continue the meeting as a closed meeting to discuss the matter of strategy for labor negotiations for all bargaining units, including ASAP, Educational Assistants, Machinists, Nutrition Services Personnel, Principals, School and Community Service Professionals, Teachers, MMSA, PEA, SPSO, AFSCME, Bus Drivers, CCEA, Custodians, Tri-Council, Bricklayers,

Carpenters, Cement Masons, Electricians, Glaziers, Painters, Pipe fitters, Plasterers, Plumbers, Roofers, Sheet Metal Workers, and Tri-Council Temps., as is provided for by Minnesota Statutes Section 13D.03.

The motion was approved by roll call vote:

Director Vue	Yes
Director Allen	Absent
Director Kopp	Absent
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes
Director Brodrick	Yes

V. OLD BUSINESS

The Board of Education and staff discussed the matter of strategy for labor negotiations for all bargaining units, including ASAP, Educational Assistants, Machinists, Nutrition Services Personnel, Principals, School and Community Service Professionals, Teachers, MMSA, PEA, SPSO, AFSCME, Bus Drivers, CCEA, Custodians, Tri-Council, Bricklayers, Carpenters, Cement Masons, Electricians, Glaziers, Painters, Pipe fitters, Plasterers, Plumbers, Roofers, Sheet Metal Workers, and Tri-Council Temps., as is provided for by Minnesota Statutes Section 13D.03.

VI. MOTION TO OPEN MEETING

MOTION: It was moved by Director Foster to conduct the remainder of this meeting as an open meeting. The motion was seconded by Director Ellis.

The motion was approved by roll call vote:

Director Vue	Yes
Director Allen	Yes
Director Kopp	Absent
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes
Director Brodrick	Yes

VIII. ADJOURNMENT

MOTION: It was moved by Director Foster, and seconded by Director Ellis, to adjourn the meeting.

The motion was approved by roll call vote:

Director Vue	Yes
Director Allen	Yes
Director Kopp	Absent
Director Carrillo	Yes
Director Ellis	Yes

Director Foster	Yes
Director Brodrick	Yes

The meeting adjourned at 5:41 p.m.

For clarity and to facilitate research, these minutes reflect the order of the original Agenda and not necessarily the time during the meeting the items were discussed.

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education

**INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota**

**SPECIAL MEETING OF THE BOARD OF EDUCATION
360 Colborne Street
Saint Paul, MN 55102**

June 15, 2021

4:00 p.m.

MINUTES

I. CALL TO ORDER

The meeting was called to order by Jim Vue, Vice Chair, at 4:04 p.m.

II. ROLL CALL

Present: **Board of Education:** Director Kopp, Director Carrillo, Director Ellis, Director Foster, Director Brodrick, Director Vue

Director Allen arrived at 4:08 p.m.

Staff: Superintendent Gothard; Chuck Long, General Counsel; Kenyatta McCarty, Executive Director of Human Resources; Jim Vollmer, Assistant Director, Employee and Labor Relations; Cedrick Baker, Chief of Staff; Kevin Burns, Director, Office of Communications; Kaying Thao, Administrator to the Board; Sarah Dahlke, Secretary to the Board

III. APPROVAL OF THE AGENDA

MOTION: **Director Vue moved approval of the Order of the Agenda. The motion was seconded by Director Ellis.**

The motion was approved by roll call vote:

Director Allen	Absent
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes
Director Brodrick	Yes
Director Vue	Yes

IV. OLD BUSINESS

A. Resolution Amending Prior Resolution Providing For The Issuance And Sale Of General

Obligation Facilities Maintenance Bonds, Series 2021

Superintendent Gothard welcomed Chief Financial Officer, Marie Schrul, to welcome Kelly Smith from Baker Tilly to present on this item. Mr. Smith noted this is an amendment to the the resolution passed on this facilities maintenance bonds 2021B series that was originally approved at the May 18, 2021 Regular Meeting. There was a typo in the amount within the title, and will need to be revised from \$28,850,000 to \$25,850,000.

MOTION: Director Vue moved to approve the Resolution Amending Prior Resolution Providing For The Issuance And Sale Of General Obligation Facilities Maintenance Bonds, Series 2021B. The motion was seconded by Director Ellis

The motion was approved by roll call vote:

Director Allen	Absent
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes
Director Brodrick	Yes
Director Vue	Yes

V. **NEW BUSINESS**

Superintendent Gothard welcomed Executive Director McCarty to present further details on this topic. Further details, including an overview, comparison data, and demographic data of teachers recommended for non-renewal were presented. The full report can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- A board member requested further information on the principal returning to the classroom, and if they would bump another teacher, or be placed in an already open position. Response: That individual will be placed in a position where a vacancy exists, and will not cause a bump or displacement of another teacher.
- A board member requested clarification on the overall breakdown of the staff non-renewed by reason. Response: There were no budgetary or licensure non-renewals, but were all based on performance. There were only 5 non-renewals this year, after resignations.
- Further details were also requested on the loss of positions at a building if a staff member was a probationary teacher. That staff member may be cut from the building, but will still have a position in the district.
- Further details were also requested on the definition of “probationary”. Response: It is a staff member who is in their first to third year of teaching in the district, and new to the district, but not necessarily new to the teaching profession.
- Clarification was requested on the alignment of the definition with “non-tenure” as well as the rationale for so few non-renewals this year.

MOTION: Director Vue moved to approve the Human Resources Transactions List for the Non-Renewal of Probationary Contract employees. The motion was seconded by Director Brodrick.

The motion was approved by roll call vote:

Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes
Director Brodrick	Yes
Director Vue	Yes

V. **ADJOURNMENT**

MOTION: It was moved by Director Vue to adjourn the meeting. It was seconded by Director Carrillo.

The motion was approved by roll call vote:

Director Allen	Yes
Director Kopp	Yes
Director Carrillo	Yes
Director Ellis	Yes
Director Foster	Yes
Director Brodrick	Yes
Director Vue	Yes

The meeting adjourned at 4:18 p.m.

Prepared and submitted by
Sarah Dahlke, Assistant Clerk

INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota

COMMITTEE OF THE BOARD MEETING
360 Colborne Street
Saint Paul, MN 55102

June 15, 2021
4:30 p.m.

MINUTES

I. CALL TO ORDER

The meeting was called to order at 4:30 p.m. by Vice Chair Vue.

II. ROLL CALL

Board of Education: J. Vue, J. Foster, C. Allen, Y. Carrillo, Z. Ellis, J. Kopp, J. Brodrick

Staff: Superintendent Gothard; C. Long, K. Burns, K. McCarty, K. Thao, C. Baker, B. Chan, D. Watkins, M. Doud, A. Collins, J. Turner, M. Schrul, S. Carlstrom, C. Anderson, K. Randall, H. Kilgore, S. Koppen, M. Pope, S. Grey Akyea

Equity Committee: P. Nayer, A. Yang, W. Hill, B. Lozenski, H. Dyan, M. Xiong, P. Richardson, T. Parker, L. Scott, S. Hussein, N. Paez

Public: J. Verges, T. Lonetree

III. APPROVAL OF THE ORDER OF THE MAIN AGENDA

MOTION: Director Vue moved approval of the Order of the Agenda. The motion was seconded by Director Allen. It passed by acclaim.

IV. SUPERINTENDENT'S ANNOUNCEMENTS

Superintendent Gothard began the meeting by welcoming everyone, and providing an update on the 2021 graduation ceremonies, which were held in-person with families and friends, and thanked staff for their work, including planning for scenarios based on guidelines. He thanked principals and grad coordinators. He also congratulated the historic Class of 2021.

He went on to provide an update on the support of the Board for him and his Administration through the COVID-19 Pandemic, including the Resolution in Response to the COVID-19 Pandemic and it's alignment with the Safe Learning Plan. The resolution was necessary to provide flexibility in both the guidelines and the impact of COVID on the community. Last week, the case rate for Ramsey County was the lowest it has been since July 30th, and believe it will continue to trend down. At the next Regular Meeting on June 22, 2021, he no longer believes it will be necessary to renew this resolution.

He also provided a brief update on the work around Critical Ethnic Studies in SPPS, and details on the pilot program set to begin in the Fall of 2021. He requested that if there are questions, to submit them in writing, so that the team can discuss and provide responses, including questions around potential policy changes, which can be shared in the Policy Work Group. He provided details on the development cohort, including staff on the team, and their charge in developing the learning outcomes, syllabus, and standard, as well as expectations for students and families.

QUESTIONS/DISCUSSION:

- Further details were requested on the timeline to determine the schedule and timing requirement, and information was provided on the upcoming course guide.
- More information was requested on the policy change discussion, and the role of the Policy Work Group in that process.
- Further discussion also included the evaluation of the class, and to ensure all are represented.
- Further questions also included follow-up around the framework and immigration and emigration unit.
- Board members also requested further information around the closing of schools due to excessive heat last week, including to talk through situations like this going forward, and virtual learning on iPads, and use of e-learning days in situations such as this. Superintendent Gothard noted that for next school year, there will be a general announcement, with the maximum 5 days of e-learning allowed. There were also additional questions on the lead time for families.

VI. EQUITY COMMITTEE UPDATE

Superintendent Gothard then welcomed Ms. Myla Pope to introduce the Equity Committee, and shared the history of the committee, which began with a resolution approved by the Board in August 2019 and to gather community input and direction for the District to move forward in an equitable way, and addressing inequities. The tri-chair structure was noted, as well as the process through COVID and into virtual meetings.

Within the presentation, the formation and membership was reviewed. The charge of the committee was discussed - identifying and examining disparities impacting SPPS students, staff, families and community, and bringing forth adaptive and actionable recommendations for addressing district inequities. The process and review of monthly meetings was also provided; as well as the process for this presentation. Themes reflected across the four groups include Access, Discipline, Personalized Learning, and practices and policies.

Group members then shared their identified inequities.

Group A shared their first inequity of "In Saint Paul Public School District, there is a lack of belonging and "othering" being experienced by students of color, especially Black males." Requests for information relating to this inequity were also shared. The group then provided details on their second inequity of "In Saint Paul Public Schools there is a frustration level for parents and students whose home language is not represented in the elements of the IEP process." Requests for information relating to this statement were also discussed. Recommendations were also provided.

Group B shared their first inequity of "In Saint Paul Public Schools there is a lack of representation of educators of color. Also, racial and cultural awareness development is necessary for all educators."

Requests for information on this inequity were also shared. Their second identified inequity included the statement that “In Saint Paul Public Schools students of color experience disproportionately reactive and subjective discipline measures while observing preferential treatment being given to white students.” Recommendations to address this inequity were provided.

Group C then shared their first inequity of “In the Saint Paul Public Schools there is an ingrained belief reflected in many practices and procedures that there is only one path to success and that belief has a negative impact on BIPOC students and families.” Requests for information related to this identified inequity was also reviewed. Recommendations were also provided.

Group D also shared their first identified inequity of “Current curriculum in SPPS is detrimentally impacting BIPOC communities. The curriculum, Pre-K-12, does not effectively reflect multi-lingual and BIPOC students, lacks relevance or meaningfulness, and does not lend itself to building positive self-identities.” Recommendations were also provided in relation to this inequity. They also shared their second inequity of “Retention of highly qualified teachers is necessary for creating and maintaining positive climate and culture in our schools.” Recommendations were also provided for this inequity.

Next steps were also discussed, including the revision of the charter, member selection, and structure.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Board members requested further information on the next iteration and next steps for the committee. Ms. Pope provided more details, including potential work groups focused on each inequity statement and recommended process, and action work groups to meet in partnership and collaborate. It will be a completely new group of members.
- What support is needed from the Board to succeed in these tasks? What roadblocks are foreseen? Response: Just to know the Board is supporting this work is great. We cannot do this work in isolation, but needs to be done in collaboration and community.
- How can we get moving on this work for next year? Response: We will need to comb through the recommendation, and we are still under the MN Department of Human Rights for disproportionality and suspensions, and we have the data and are working on that. A lot of the work is currently underway too. We will prioritize based on the recommendations and share with the community and the Board.
 - Board members also noted the hats and hoods practice within buildings, and the effects of the practice of banning hats and hoods for students on them.
- A board member appreciated the open-ended questions for surveys and further discussion around branching that idea out. Response: Within action steps, there is vulnerability to ask open-ended questions and to become a vehicle for teachers to understand unconscious bias in PBIS work, and examine it, and bring questions for authentic feedback because we are all here for our students. We need to be prepared for honest answers, and it is brave to ask broad questions.
- A board member appreciated the work of the Equity Committee in naming inequities, saying them, and then working on recommendations to correct them - it is not about being politically correct or watering down the approach. We need to say it, name it, label it, and work to correct it. Everyone has a part to play in this work and in the greater community. She thanked everyone for their work to move this forward, and hopes and expects to continue to challenge each other. The role of education is student outcomes, and adults need to claim that. She also appreciated the work of student voice in this process and committee.

- A board member noted his experience with the committee, and was able to witness the developing camaraderie and fellowship.
- How are we able to use the gained experience from participants and carry it forward to the next committee? Response: One of the hopes was to onboard the new committee with this current committees, and there were challenges with time, but we do foresee opportunities to do that. The next committee will move forward with help from the current members with onboarding in that process. The collectivism was noted, and we need to create an environment needed to do this work, and be intentional and mindful in collaboration to ensure that happens.

VII. FY22 BUDGET UPDATE

Superintendent Gothard then introduced Chief Schrul to present the FY22 Budget Update, and noted the additional large sums of funds to be spent appropriately and applying it to our work from the ESSER and ARP programs. The Finance Team was thanked for their work in compiling this budget together and working with schools and programs.

Within the presentation, the mission of SPPS was provided, as well as the budget process and timeline, including the ongoing, priority-based budget process for the 2021-22 budget. Financial details on the FY22 revenue projection in the General Fund were provided. Details on the alignment of the budget to confirm instructional and operational priorities for SPPS Achieves and response to COVID-19 were also shared. FY22 resource allocations within the General Fund were reviewed. FY22 proposed budget expenditures within the total FY22 proposed budget of \$908.3M were shared. The FY22 budget and staffing timeline were reviewed, as well as FY22 staffing impacts (as of 6/4/21). Within the strategies into proactive and evaluate results to improve resource allocations through presenting a multi-year financial plan, assessing program effectiveness using transparent metrics, and aligning resources with priorities of programs offered and workforce planning were detailed. An overall timeline of the FY21-22 budget development was also shared, with the final FY22 budget presented for adoption at the June 22 Regular Meeting.

QUESTIONS/DISCUSSION:

- Board members requested clarification on staff in SPED and MLL. Response: They are within the teacher titles, which includes all licensed staff.
- There was also further clarification requested on the data from the Virtual Hiring Fair. Response: We extended offers to 54 candidates on that same day, and interviewed 150 candidates. Others were added to the candidate pool for buildings also.
- More information on Teachers on Call, the district's substitute teacher partner, was requested. We are currently working with them on our needs, and they are also supporting with filling summer program positions. Our fill rates in SPPS are greater than those in other district.s
- Further information was also requested on job-embedded professional development for teachers. Nine schools received the allocation, and it is doubling the prep time for teachers with specialists added to accommodate that prep time. There are two 15-minute blocks each week that will allow for two additional prep times for teachers to collaborate. In aggregate, there will be 66 additional opportunities for teachers to dialogue. Information on the inclusion of the Equity Committee recommendations was also requested in this professional development. Board members express concerns about this area because it is a lot of money for teachers to bounce ideas off each other, and need professional development to ensure teachers are up to par with culturally relevant materials and ensuring equity and engagement with all students. It was noted that this will give us time as a system

to address those needs, and the expectation for all buildings to do work embedded and in close proximity to students, who are the focus.

- Another board member noted the professional development sounds very prescriptive, and is there room for flexibility because schools are so different? Response: There will be new opportunities for collaboration over 20 sites, and we are collaborating with SPFE to identify that one-third of sessions are teacher-directed. Guidelines have been shared with administrators and a calendar has been built for staff. Principal meetings are also still being held for another opportunity to address and identify needs.
- A board member noted questions on the possibility for slight revisions that may take place between now and Tuesday's Regular Meeting based on recognized inequities or unusual situations that may appear. It was noted that there are budget revisions throughout the year for those scenarios, and the effects of the funds from the State and Federal Government that will be sent and hope for revisions to be made after July 1st. We make decisions based on budget and staffing, and there are different contingencies, and the federal funds give us flexibility to add additional staff if needed. We are also mindful of sustainability and our strategic plan for student outcomes in the lens of the budget.
- Further information was also requested on adjustments and reallocation based on ESSER funds. Overall, the General Fund has supported stabilization for the district and support through COVID in programs in schools, including personalized learning technology supports, TOSAs, and additional investment in mental health.
- The off-ramp and on-ramp of certain items was also discussed. The federal funds go through 2024, and there are a lot of requirements, including 20% dedicated to learning loss. We also need to factor in enrollment, Envision SPPS, and the state funding.
- The impact of staff on students was also noted, including if those FTEs are cut, there is an impact on students because of the relationships built. Response: We can also ensure there are practices to hold and maintain, and conversations about how that could potentially look with state and federal funds.
- Concerns were also noted about the budget in Family Engagement decreasing. Data was shared on the needs assessment and engagement work around ARP funding, including family forums, surveys, and questionnaires. Questions were also asked about when to anticipate and expect a move to a more visible model. One way is a website to support this work to show where the funding is being spent.

VII. POLICY UPDATE

Superintendent Gothard then welcomed Chief Baker and General Counsel Long to present the Policy Update, including the proposed new policy of Policy 619.00 - Student Fundraising. The rationale for the proposal of this policy was shared, including that this policy would allow us to put in checks and balances for fundraising at the school building level.

The eight sections of the policy were then discussed, including purpose, general statement of policy, definitions, general requirement for general all fundraising, fundraising for curricular activities, fundraising for co-curricular and extracurricular activities, exceptions, and responsibility. A copy of the proposed policy was also shared.

Overall, the Board recommended the move of this policy to the three-reading process, with potential revisions around the language involving school stores.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Committee members acknowledged the work of Mechelle Karels in the Business Office.
- As part of the process in Policy Work Group, we did reach out to a number of administration at different levels for input as well.
- Further information was requested on if an outside organization wanted to partner with a school to run a fundraiser. That would need to be analyzed on a case-by-case basis, if contracted outside to do fundraising to follow our policies and procedures. The organization would still need to follow the policies outlined by Facilities and conform with the rules set.
- Concerns about the experiences of families, especially of BIPOC students, who felt excluded by fundraisers.
- Questions about the funds by specific groups earned by the school stores were also noted, and the equity in that practice. Revisions to the draft were noted.
- Questions on the consequences for non-approved fundraising were also discussed. It is not the desire of this policy to be punitive in nature.
- A board member also asked for a general example of a problem to solve with this policy.
- Discrepancies in the fundraising of parent groups within different schools was also raised.
- Field trips, as related to this policy, will be another policy revision coming before the Board in upcoming months.

X. ADJOURNMENT

Director Vue moved to adjourn the meeting. Director Brodrick and Director Ellis seconded the motion. It passed by acclaim.

The meeting adjourned at 7:44 p.m.

X. WORK SESSION

Vice Chair Vue then led the Board through a discussion on the Resolution to Fully Fund Public Education.

For clarity and to facilitate research, these minutes reflect the order of the original Agenda and not necessarily the time during the meeting the items were discussed.

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education

HUMAN RESOURCE TRANSACTIONS
MAY 1, 2021 – MAY 31, 2021
June 22, 2021

NEW APPOINTMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Bush, J. A.	Principal	07/01/2021	\$71.25	Colborne Admin Offices
Payton, J. M.	Principal	07/01/2021	\$69.78	Johnson Senior High
Quinlivan, C. M.	School/Community Professional	05/04/2021	\$25.23	1780 W. 7th Street
Hassan, I. M.	Education Assistant	05/17/2021	\$14.88	Central Senior High
Millard, I. L.	Teaching Assistant	04/03/2021	\$15.30	1780 West 7th St
James, O. G.	Clerical	06/01/2021	\$27.45	Colborne Admin Offices
Vang, H.	Clerical	05/10/2021	\$26.07	Como Park Elementary
Jackson, D. J.	Custodian	05/22/2021	\$17.30	Central Senior High
Schueller, A. T.	Nutrition Services	04/01/2021	\$15.30	Maxfield Elementary
Johnson, A. T.	Professional Employee	05/15/2021	\$29.94	Colborne Admin Offices
Noack, C. N.	Professional Employee	05/17/2021	\$31.76	Colborne Admin Offices
Vincent, M. A.	Professional Employee	05/17/2021	\$39.61	Colborne Admin Offices
Burke, M. G.	Technical	05/22/2021	\$24.11	Como Service Center

PROMOTION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Mondry, S.	Principal From: Assistant Principal	07/01/2021	\$68.07	Eastern Heights Elementary
Yang, D. O.	Principal From: Assistant Principal	07/01/2021	\$66.85	Battle Creek Middle School
Price, T. J.	Classroom Teacher From: Temporary Employee	08/14/2021	\$28.14	Ramsey Middle School
Cable, A. T.	Custodian Career Progression	04/26/2021	\$28.50	American Indian Magnet

LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Stein, K. M.	Central Administrator	05/25/2021	1780 W. 7th Street
Amigon, T.	Classroom Teacher	05/04/2021	Nokomis Montessori North
Becker, M. M.	Classroom Teacher	05/20/2021	Murray Middle School
Clauson, L. N.	Classroom Teacher	05/20/2021	271 Belvidere Bldg
Doerr, M.	Classroom Teacher	05/13/2021	Frost Lake Elementary

HUMAN RESOURCE TRANSACTIONS
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LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Dooley-Semple, J. L.	Classroom Teacher	05/20/2021	E-STEM Middle School
Gregory, K. M.	Classroom Teacher	05/07/2021	271 Belvidere Bldg
Hicks Christopher, R.A.	Classroom Teacher	05/14/2021	Battle Creek Elementary
Hoheisel, R. L.	Classroom Teacher	05/11/2021	Highland Park Middle School
Hoppe-Wright, W. M.	Classroom Teacher	05/03/2021	Journeys Secondary School
Hubbard, S. A.	Classroom Teacher	06/08/2021	Global Arts Plus UPR
Lockhart, E. W.	Classroom Teacher	05/20/2021	Harding Senior High
Rennerfeldt, M. E.	Classroom Teacher	02/08/2021	St. Paul Music Academy
Rinn, M. E.	Classroom Teacher	04/21/2021	Capitol Hill Magnet
Sheikh, K. S.	Classroom Teacher	05/28/2021	271 Belvidere Bldg
Vang-Lee, Z.	Classroom Teacher	04/29/2021	Como Service Center
Crusinberry, K. L.	Classroom Teacher	05/08/2021	Parkway Montessori
King-Lennick, L. E.	Classroom Teacher	06/03/2021	American Indian Magnet
Benson, S. M.	Classroom Teacher	05/12/2021	Hazel Park Preparatory
Gonzalez, J. R.	Classroom Teacher	05/12/2021	RiverEast Elem/Secondary
Harper, G.	Classroom Teacher	04/01/2021	Johnson Achievement Plus
Eshult, T. E.	School/Community Professional	05/07/2021	JJ Hill Montessori Magnet
Bye, B. L.	Education Assistant	05/22/2021	Nokomis Montessori South
Win-Kennicutt, E.	Education Assistant	05/05/2021	Como Park Elementary
Yang, E. J.	Education Assistant	05/06/2021	Hamline Elementary
Elliott, J. K.	Teaching Assistant	05/06/2021	Battle Creek Middle School
France, C. B.	Teaching Assistant	04/12/2021	Parkway Montessori
Hansen, L. C.	Teaching Assistant	05/10/2021	Highland Park Middle School
Kilbourne, T. W.	Teaching Assistant	04/12/2021	RiverEast Elem/Secondary
Moreno, P.	Teaching Assistant	05/01/2021	Bridge View

HUMAN RESOURCE TRANSACTIONS
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LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Stadler, H. L.	Teaching Assistant	05/04/2021	Galtier Elementary
Yang, M.	Clerical	06/02/2021	Eastern Heights Elementary
Conroy, J. P.	Custodian	05/12/2021	Como Service Center
Kirk, C. A.	Nutrition Services	05/10/2021	Open World Learning Comm
Lee, J.	Nutrition Services	04/13/2021	L Etoile du Nord UPR
Lee, M. K.	Nutrition Services	05/14/2021	Nokomis Montessori North
McFadden, K. M.	Nutrition Services	06/03/2021	Farnsworth Aerospace UPR
Orlawski, A. N.	Nutrition Services	05/24/2021	Johnson Senior High
Schmidt, K. A.	Nutrition Services	05/20/2021	Central Senior High

REINSTATEMENT AFTER LAYOFF

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Rios, L.	Teaching Assistant	05/17/2021	\$15.30	1780 West 7th St

REINSTATEMENT FROM LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Mohamed, H. A.	Assistant Principal	05/03/2021	Highland Park Middle School
Amigon, T.	Classroom Teacher	05/14/2021	Nokomis Montessori North
Becker, M. M.	Classroom Teacher	05/24/2021	Murray Middle School
Hicks Christopher, R.	Classroom Teacher	05/18/2021	Battle Creek Elementary
Uher, M. L.	Classroom Teacher	05/24/2021	Expo for Excellence Elem
Harper, G.	Classroom Teacher	05/03/2021	Johnson Achievement Plus
MacLachlan, S. M.	Classroom Teacher	05/03/2021	Maxfield Elementary
Eshult, T. E.	School/Community Professional	05/10/2021	JJ Hill Montessori Magnet
Kindo, E. P.	Education Assistant	05/24/2021	271 Belvidere Bldg
Truso, M. C.	Education Assistant	05/14/2021	1780 West 7th St
Burns-Soetebier Rincon, A. D.	Teaching Assistant	04/26/2021	Bridge View
Hansen, L. C.	Teaching Assistant	05/17/2021	Highland Park Middle School
Kilbourne, T. W.	Teaching Assistant	04/26/2021	RiverEast Elem/Secondary

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REINSTATEMENT FROM LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Lor, B.	Teaching Assistant	05/10/2021	Battle Creek Elementary
Olson, B. J.	Teaching Assistant	05/10/2021	Phalen Lake Hmong Studies
Biermaier, J. R.	Custodian	04/26/2021	Hamline Elementary
Duperval, S.	Nutrition Services	05/03/2021	Highland Park Elementary
Footh, C. M.	Nutrition Services	04/28/2021	Como Service Center
Lee, J.	Nutrition Services	05/10/2021	L Etoile du Nord UPR
Dube, G.	Technical	05/03/2021	Como Service Center

RECISION OF RESIGNATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Fitzgerald, M. J.	Classroom Teacher	06/20/2021	\$55.99	Randolph Heights Elem
Pavlak, R. J.	Teaching Assistant	06/12/2021	\$15.53	Murray Middle School

CHANGE IN TITLE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Kunz, A. B.	Superintendency From: Central Administrator	05/17/2021	\$63.44	E-STEM Middle School

RETIREMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Rivera, M. M.	Principal	07/01/2021	Crossroads Montessori
Weyandt, M. L.	Assistant Principal	07/01/2021	Como Park Elementary
Veverka, N.	Assistant Principal	07/01/2021	Highland Park Middle School
O'Meara, K. E.	Classroom Teacher	05/15/2021	Hamline Elementary
Parenteau, P.	Classroom Teacher	06/19/2021	Highwood Hills Elementary
Pleshek Blilie, P.	Classroom Teacher	06/19/2021	Expo for Excellence Elem
Rueber, M.	Classroom Teacher	07/01/2021	Harding Senior High
Evans, J. R.	Classroom Teacher	06/15/2021	Johnson Senior High
Land, S.	Classroom Teacher	06/16/2021	Galtier Elementary
Dubruiel, R. M.	Education Assistant	08/06/2021	Focus Beyond
Her, K. Z.	Education Assistant	05/29/2021	271 Belvidere Bldg
Saxton, S. L.	Education Assistant	06/15/2021	Battle Creek Middle School

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RETIREMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Neria, M.	Teaching Assistant	06/05/2021	Highland Park Middle School
Portz, S. E.	Clerical	10/01/2021	Crossroads Montessori
Engen, J. O.	Professional Employee	07/31/2021	Colborne Admin Offices

RESIGNATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Nordstrand, J. L.	Central Administrator	08/31/2021	Colborne Admin Offices
Walsh, S. K.	Central Administrator	06/02/2021	1780 W. 7th Street
Allender, B. T.	Classroom Teacher	06/16/2021	Obama Service Learning
Erickson, S.	Classroom Teacher	06/15/2021	Washington Tech Sec
Fox, M. A.	Classroom Teacher	05/04/2021	Humboldt Secondary School
Fredrick, C.	Classroom Teacher	05/17/2021	Humboldt Secondary School
Her, K.	Classroom Teacher	05/04/2021	Como Park Senior High
Humphreys, M.	Classroom Teacher	06/12/2021	Maxfield Elementary
Jensen, T. A.	Classroom Teacher	04/22/2021	Int'l Academy - LEAP
Johnson, K. E.	Classroom Teacher	06/16/2021	Battle Creek Middle School
Johnson, K. L.	Classroom Teacher	06/15/2021	Bridge View
Kallmes, J. R.	Classroom Teacher	05/04/2021	Nokomis Montessori North
Kleinmeyer, K. J.	Classroom Teacher	06/15/2021	Daytons Bluff Achievement
Lesser, G. M.	Classroom Teacher	06/19/2021	Daytons Bluff Achievement
Nishiguchi, R.	Classroom Teacher	06/19/2021	Central Senior High
Noble, K. R.	Classroom Teacher	06/19/2021	Creative Arts Secondary
Parker, J. G.	Classroom Teacher	06/19/2021	Ramsey Middle School
Pexa, A. E.	Classroom Teacher	05/29/2021	271 Belvidere Bldg
Rowland, M. L.	Classroom Teacher	06/19/2021	Frost Lake Elementary
Sjoberg, K. E.	Classroom Teacher	08/28/2021	Crossroads Science
Johnson, H. M.	Classroom Teacher	05/04/2021	Bruce F Vento Elementary
Johnson, K. S.	Classroom Teacher	05/04/2021	Humboldt Secondary School
Moua, P.	Classroom Teacher	05/13/2021	Bruce F Vento Elementary

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RESIGNATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Berry, J. M.	Classroom Teacher	06/15/2021	Horace Mann School
Schmidt, K. N.	Classroom Teacher	06/19/2021	Creative Arts Secondary
Prokopowicz, K. R.	Classroom Teacher	06/19/2021	Benjamin Mays/Museum
Lindman, K. C.	Classroom Teacher	05/13/2021	271 Belvidere Bldg
MacLachlan, S.	Classroom Teacher	06/19/2021	Maxfield Elementary
Nafziger, L. J.	Classroom Teacher	06/19/2021	Hamline Elementary
Ryan, M.	Classroom Teacher	05/13/2021	Como Park Senior High
Vassallo, M. J.	Classroom Teacher	06/19/2021	Wellstone Elementary
Abosi, K. J.	School/Community Professional	06/15/2021	Hamline Elementary
Logan, C. L.	School/Community Professional	05/22/2021	Ramsey Middle School
Neurer, J. M.	School/Community Professional	06/15/2021	American Indian Magnet
Willprecht, K. M.	School/Community Professional	05/20/2021	Highwood Hills Elementary
Mattsen-Vang, M. L.	Education Assistant	06/15/2021	Ronald M Hubbs Center
Schroeder, L.	Education Assistant	06/15/2021	Hamline Elementary
Cervi, K.	Teaching Assistant	05/29/2021	Ramsey Middle School
Komro, R.	Teaching Assistant	05/04/2021	Highwood Hills Elementary
Marrone-Menter, M. J.	Teaching Assistant	05/13/2021	Battle Creek Middle School
Schlosser, A. K.	Teaching Assistant	06/12/2021	Highland Park Elementary
Stephenson, S. R.	Teaching Assistant	06/12/2021	L Etoile du Nord LWR
Texeira, M. R.	Teaching Assistant	03/19/2021	The Heights Community
Vue, E. A.	Teaching Assistant	06/01/2021	Phalen Lake Hmong Studies
Watson, L. R.	Teaching Assistant	05/05/2021	The Heights Community
Wolff, M. M.	Teaching Assistant	06/12/2021	Eastern Heights Elementary
Barnes, S. D.	Clerical	05/29/2021	Parkway Montessori
Mohamud, H. Y.	Clerical	05/29/2021	Student Placement Center

HUMAN RESOURCE TRANSACTIONS
MAY 1, 2021 – MAY 31, 2021
June 22, 2021

RESIGNATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Schoen, M. A.	Clerical	08/04/2021	Crossroads Science
Bedney, J. A.	Nutrition Services	04/24/2021	Global Arts Plus UPR
Joshua, R. Y.	Nutrition Services	04/13/2021	Bruce F Vento Elementary
McCreary-Notw, C. D.	Nutrition Services	02/18/2021	Como Park Senior High
Amundson, L. A.	Technical	08/07/2021	Como Service Center

TERMINATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
C., C. R.	Teaching Assistant	05/11/2021	Highland Park Middle School
S., C. A.	Teaching Assistant	05/29/2021	Battle Creek Elementary
W., C. N.	Teaching Assistant	05/14/2021	Washington Tech Sec
N., R. J.	Nutrition Services	01/23/2021	Como Park Senior High

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2022

TOPIC: Acceptance of Gift from Helen Podruska Trust

A. PERTINENT FACTS:

1. J.J. Hill Montessori Magnet School would like to accept a monetary gift of \$10,000.00 from Helen Podruska Trust.
2. This gift is to be used for the purpose of purchasing resources for EL students and the ELL classroom
3. This project will meet the District strategic plan focus areas by ensuring participation for all ELL students and by strengthening relationships with community and families.
4. This item is submitted by Andrew Beard, J.J. Hill Montessori Magnet School; Andrew Collins, Assistant Superintendent; and Dave Watkins, Chief of Schools.

B. RECOMMENDATION:

The Board of Education authorize the Superintendent to allow J.J. Hill Magnet School to accept a monetary gift of \$10,000.00 from Helen Podruska Trust. The total amount will be deposited in intraschool fund 19-493-291-0000-5096-U001.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2022

TOPIC: Acceptance of Gift from West Central Initiative

A. PERTINENT FACTS:

1. J.J. Hill Montessori Magnet School would like to accept a monetary gift of \$6,000.00 from West Central Initiative.
2. This gift is to be used for the purpose of purchasing resources for scientific, literary, and educational purposes in the classroom.
3. This project will meet the District strategic plan focus areas by ensuring participation for all students and by strengthening relationships with community and families.
4. This item is submitted by Andrew Beard, J.J. Hill Montessori Magnet School; Andrew Collins, Assistant Superintendent; and Dave Watkins, Chief of Schools.

B. RECOMMENDATION:

The Board of Education authorize the Superintendent to allow J.J. Hill Magnet School to accept a monetary gift of \$6,000.00 from West Central Initiative. The total amount will be deposited in intraschool fund 19-493-291-0000-5096-U001.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Request for Permission to Accept a Grant from The Aspen Institute

A. PERTINENT FACTS:

1. The Aspen Institute Sports and Society's Reimagining School Sports supports projects that recognize the essential role physical activity plays in cognitive, educational, and health benefits. The initiative aims to make quality sport and physical activities accessible to all students.
2. Staff at Harding High School has received a grant to support athletics programming. Funds will be used to purchase team uniforms and equipment.
3. Saint Paul Public Schools will serve as fiscal agent for the project. This grant is for approximately \$20,000.
4. This grant does not align with a strategic focus area but provides essential operational support that creates a foundation for strategic projects to build upon.
5. This is a new grant-funded project.
6. This item is submitted by Rebekah Doyle, Grants Management Coordinator; Be Vang, Harding High Principal; Billy Chan, Assistant Superintendent; Marie Schrul, Chief Finance Officer; and Cedrick Baker, Chief of Staff.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to accept a grant from the Aspen Institute for athletics programming at Harding High; to accept funds; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Request for Permission to Accept a Grant from the Calmenson Foundation

A. PERTINENT FACTS:

1. The Calmenson Foundation provides grants to local schools and nonprofits, with a strong focus on educational-related projects.
2. Staff at Journeys Secondary School has received a grant to create a Photography Club that will provide students the resources to use art as an outlet for expression. Funds will be used to purchase new cameras, a printer, photo paper, and ink.
3. Saint Paul Public Schools will serve as fiscal agent for the project. This grant is for approximately \$4,000.
4. This project aligns with the District strategic focus area of Positive School Culture and Culturally Relevant Education.
5. This is a new grant-funded project.
6. This item is submitted by Rebekah Doyle, Grants Management Coordinator; Daniel Wolff, Journeys Secondary School Principal; Marcy Doud, Assistant Superintendent; Marie Schrul, Chief Finance Officer; and Cedrick Baker, Chief of Staff.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to accept a grant from the Calmenson Foundation to support Journeys' Photography Club; to accept funds; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Request for Permission to Accept a Grant from the Ecolab Foundation

A. PERTINENT FACTS:

1. The Ecolab Foundation provides funds for projects that support youth and education programs.
2. Saint Paul Public Schools has been awarded a grant to implement the Ecolab Teacher Grants Program. The goal of this program is to encourage and reward individual educators' creativity and innovation in classroom learning by providing opportunities that will motivate and challenge students intellectually, raise student achievement, as well as increase student understanding of academic content and the connection between school and life. Staff at the program researched this grant opportunity.
3. Saint Paul Public Schools will serve as fiscal agent for the project. This grant is for approximately \$165,000. Teachers and students throughout the district will be impacted by this project.
4. This grant will fund projects that meet all five of the District strategic plan focus areas.
5. This is a recurring grant-funded project for the 2021-2022 school year.
6. This item is submitted by Rebekah Doyle, Grants Management Coordinator and Marie Schrul, Chief Financial Officer.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to accept a grant from the Ecolab Foundation for funds to support the Ecolab Teacher Grants Program; to accept funds; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Permission to Accept Grant Award from Minnesota Department of Education for ESSA Grant.

A. PERTINENT FACTS:

1. This request is to submit a grant application for school improvement funding under the State's Every Student Succeeds Grant (ESSA) grant. The amount of the request will be \$1,750,000.
2. The grant provides funds to allow SPPS to provide additional support to Continuous School Improvement and Targeted School Improvement schools identified schools under the State's North Star Accountability System.
3. Minnesota uses the North Star system to identify schools and districts for support. The North Star system satisfies the requirements of the federal Every Student Succeeds Act (ESSA) and the state's World's Best Workforce law (WBWF).
4. This item is submitted by Cheryl Carlstrom, Director, Office of Title I Federal Programs and Kate Wilcox-Harris, Chief of Academics

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit the ESSA grant and accept funds to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 10, 2021

TOPIC: Request for Permission to Submit a Grant Extension to the Minnesota Department of Education – McKinney-Vento Homeless Children and Youth Education Program

A. PERTINENT FACTS:

1. The Minnesota Department of Education is currently accepting grant extensions for projects that remove barriers to enrollment, attendance and success for children and youth experiencing homelessness due to the pandemic.
2. Saint Paul Public Schools Office of Title I Federal Programs applied for the initial McKinney Vento grant and was approved by the Board. This is a request to receive additional funds and to extend the grant to September of 2021. The additional funds will be used to address the immediate needs of SPPS students experiencing homelessness by providing additional in-shelter tutoring, school supplies, transportation services, counseling, and other services to support SPPS students experiencing homelessness. Saint Paul Public Schools will serve as fiscal agent for the project. This additional grant funds are for approximately \$176,767.87.
3. This project will meet the District strategic plan goals of to decrease disparities in achievement based on race, ethnicity, culture and identity.
4. This item is submitted by Cheryl Carlstrom, Director, Title I Federal Programs; and Kate Wilcox-Harris, Chief Academic Officer.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Minnesota Department of Education for funds to serve students experiencing homelessness; to accept funds, if awarded; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Request for Permission to Submit a Grant Application to the Minnesota Department of Education McKinney Vento Grant Program

A. PERTINENT FACTS:

1. The Minnesota Department of Education McKinney Vento Grant Program is currently accepting grant applications for projects that remove barriers to enrollment, attendance and success for homeless students.
2. Staff in the Title I Federal Programs Office prepared an application for funds to provide tutoring, school supplies, and staff professional development in service of SPPS students experiencing homelessness.
3. Saint Paul Public Schools will act as fiscal agent for this project. The grant is for approximately \$80,000. Staff at the program researched this grant opportunity.
4. This project will meet the District strategic plan goal of Positive School Culture.
5. This is a new grant-funded project.
6. This item is submitted by Megan Garrido, Funds Development Coordinator; Anne McInerney, Title I Federal Programs Assistant Director; Cheryl Carlstrom, Title I Federal Programs Director; Heather Kilgore, Office of Family Engagement and Community Partnerships Director; Kate Wilcox-Harris, Chief Academic Officer; and Cedrick Baker, Chief of Staff.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Minnesota Department of Education McKinney Vento Grant Program for funds to serve homeless students in the district; to accept funds, if awarded; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Request for Permission to Accept a Grant from No Kid Hungry

A. PERTINENT FACTS:

1. No Kid Hungry awards funds for projects that expand access the Summer Food Service Program (SFSP).
2. Saint Paul Public Schools (SPPS) Nutrition Services has received funds to support the SPPS SFSP. The goal of this project is to increase participation through operational support, engagement campaigns, and marketing and promotional programs. These funds will be used to purchase operating supplies, and materials for engagement, marketing and promotion. Staff at the program researched this grant opportunity.
3. Saint Paul Public Schools will serve as fiscal agent for the project. This grant is for approximately \$15,000.
4. This grant does not align with a strategic focus area but provides essential operational support that creates a foundation for strategic projects to build upon.
5. This is a recurring grant funded project; and has been funded annually since 2017.
6. This item is submitted by Rebekah Doyle, Grants Management Coordinator; Stacy Koppen, Nutrition Services Director; Marie Schrul, Chief Financial Officer; Jackie Turner, Chief Operations Officer; and Cedrick Baker, Chief of Staff.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to accept a grant from No Kid Hungry for funds to support the Saint Paul Public Schools Summer Food Service Program; to accept funds; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Request for Permission to Accept a Grant Amendment from the Minnesota Department of Education

A. PERTINENT FACTS:

1. The Minnesota Department of Education has offered SPPS an amendment to an existing Integrated English Literacy and Civics Education. The funding is designed to assist adult English Learners in improving their reading, writing, speaking and comprehensions skills in English; and acquiring an understanding of the American system of government, individual freedom, and the responsibilities of citizenship.
2. Saint Paul Public Schools Adult Basic Education Program received a time and money extension to support a program that combines English language and civics instruction to prepare adults for entry-level jobs in the district. The goal of this project is to prepare immigrant and EL adults for entry-level testing to become applicants for Education Assistant, Nutrition Services and Facilities positions within the district. Staff at the program researched this grant opportunity.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The Fiscal Year 2022 amendment provides an additional \$100,000, making the total award approximately \$300,000. The project will affect at least 30 adults.
4. This project aligns with the District strategic plan focus area of Positive School and District Culture by recruiting and retaining more employees who look like our students.
5. This is a recurring grant-funded project.
6. This item is submitted by Rebekah Doyle, Grants Management Coordinator; Renada Rutmanis, Adult Basic Education Supervisor; Marie Schrul, Chief Financial Officer; Jackie Turner, Chief Operations Officer; and Cedrick Baker, Chief of Staff.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to accept a grant amendment from the Minnesota Department of Education to support the Integrated English Literacy and Civics program; to accept funds; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Expanding Robert Half Contract for IT Staffing

A. PERTINENT FACTS:

1. During the COVID Pandemic, Technology Services needed additional temporary staff to help maintain the level of IT services that was provided to the District and support new services that was added like Family Support and Curbside support for staff and families. We partnered with Robert Half for those services and would like to expand the contract to include additional temporary staffing for the following work:
 - a. Support for Family & Curbside support for staff and Virtual Learning School.
 - b. Staff to support back-end Infrastructure work such as email, phones, cloud services, Internet, staff devices, reporting, and application integration.
 - c. Support to help keep our data safe from malicious hackers.
 - d. IT Architects to ensure we have the right tools in place to service the District and help staff stay productive.
 - e. Inventory Management and record keeping.
2. The purchase is over \$175,000 and board approval is required.
3. The request includes Robert Half finding and sourcing resources and working with SPPS to get them onboarded. The purchase will be bought from Robert Half using H-GAC AMENDMENT No. 2 to CONTRACT No. TS06-17.
4. This purchase has been reviewed by Idrissa Davis, Executive Director, Technology Services.
5. This purchase will be reviewed by Jamie Atkins, Purchasing Manager, prior to completing the purchase.
6. Funding will be provided by the Elementary and Secondary School Emergency Relief Fund (ESSER).
7. This purchase meets the District Strategic Plan focus area of Program Evaluation and Resource Allocation. It also supports the Coronavirus Aid, Relief, and Economic Security Act.
8. This item is submitted by Jackie Turner, Chief Operations Officer; Idrissa Davis, Executive Director, Technology Services.

B. RECOMMENDATION:

That the Board of Education authorize administration to approve the proposal from Robert Half for temporary IT staffing, in the amount not to exceed \$1.7 Million per year.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Information Technology Service Management Solution

A. PERTINENT FACTS:

1. Technology Services Service Desk ticketing tool used to collect, track and process technology requests is not meeting the needs of the District. The current tool also struggles to support the additional services added during the pandemic such as Family and Curbside support. In order to better service our staff, students and families, we are implementing a new Service Desk ticketing tool. This tool will provide the following:
 - a. Support for staff self-service and self-help
 - b. Mobile friendly, there is an app that staff, and families can use
 - c. Better Reporting
 - d. Inventory Management
 - e. Better Processes and Automation
 - f. Better Service Catalog – list of Technology services that staff can choose from
 - g. Better Technology integrations to other SPPS tools
2. The purchase is over \$175,000 and board approval is required.
3. The request includes all hardware, software, multi-year support warranty, and implementation services. The purchase will be bought from Insight using OMNIA contract #4400006644.
4. This purchase has been reviewed by Idrissa Davis, Executive Director, Technology Services.
5. This purchase will be reviewed by Jamie Atkins, Purchasing Manager, prior to completing the purchase.
6. Funding will be provided by the Elementary and Secondary School Emergency Relief Fund (ESSER) for hardware, software, warranty and implementation costs.
7. This purchase meets the District Strategic Plan focus area of Program Evaluation and Resource Allocation. It also supports the Coronavirus Aid, Relief, and Economic Security Act.
8. This item is submitted by Jackie Turner, Chief Operations Officer; Idrissa Davis, Executive Director, Technology Services.

B. RECOMMENDATION:

That the Board of Education authorize administration to approve the proposal from Insight for an Information Technology Service Management solution for 3-years, in the amount not to exceed \$500,000.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Ricoh Fleet All-In-One Copier Lease Renewal

A. PERTINENT FACTS:

1. The Ricoh Fleet will be up for lease renewal November 2021. The plan is to extend the lease renewal for 18-months with a new lease expiration date of July 2023. By extending the lease, we reduce stress around having to do a copier refresh during the school year. In addition the great features the District has enjoyed will still be available, along with capabilities such as:
 - a. Follow-Me Print – can print to any Ricoh device in the District, and pick up your print from any Ricoh device
 - b. Duplexing – printing on both sides of the paper to reduce waste and cost
 - c. Faxing
 - d. Scanning documents and sending them to email
 - e. Copier capabilities
 - f. Job Time to Live – 12 hour window to pick up print before it is deleted, this helps to reduce waste and cost
 - g. Ability to move copiers on and off the lease with no penalties
 - h. New order entry system for the Print/Copy/Mail Center
 - i. \$200K - \$250K cost savings over 18 months; monthly payment will be reduced
2. The purchase is over \$175,000 and board approval is required.
3. The request includes renewing the lease with Ricoh, which includes break/fix support, replenishing toner and staples for copiers. The purchase will be bought from Ricoh using US Communities Contract #440003732
4. This purchase has been reviewed by Idrissa Davis, Executive Director, Technology Services.
5. This purchase will be reviewed by Jamie Atkins, Purchasing Manager, prior to completing the purchase.
6. The District will provide funding and Purchasing uses a charge back model to charge departments that have a leased Ricoh All-in-One copier.
7. This purchase meets the District Strategic Plan focus area of Program Evaluation and Resource Allocation.
8. This item is submitted by Jackie Turner, Chief Operations Officer; Idrissa Davis, Executive Director, Technology Services.

B. RECOMMENDATION:

That the Board of Education authorize administration to approve the lease renewal proposal from Ricoh for 18-months, in the amount not to exceed \$720,000.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: SPPS Switch and Wireless Access Point Refresh

A. PERTINENT FACTS:

1. In order to keep our network and internet running at optimal levels, Technology Services needs to refresh our District network hardware. The refresh will include the following:
 - a. Replacement of 4,500 Wireless Access Points
 - i. Supports device access to the network and internet for all staff and students
 - b. Replacement of 1,800 Switches
 - i. Supports routing network traffic in and outside the District
 - c. Implementation
 - i. Includes inventory management, deployment, site survey, installation and retirement of old hardware and documentation
 - d. Warranty
 - i. Break/Fix warranty support for 5-years.
2. The purchase is over \$175,000 and board approval is required.
3. The request includes all hardware, multiyear warranties, and implementation services. The purchase will be bought from Insight and Net Guys with both vendors using MN Contract # 147097.
4. This purchase has been reviewed by Idrissa Davis, Executive Director, Technology Services.
5. This purchase will be reviewed by Jamie Atkins, Purchasing Manager, prior to completing the purchase.
6. Funding will be provided by the Elementary and Secondary School Emergency Relief Fund (ESSER). Funding will also be provided by E-Rate. SPPS received \$5.9M (in our current 5-year E-Rate funding window) for network hardware, warranty and implementation costs.
7. This purchase meets the District Strategic Plan focus area of Program Evaluation and Resource Allocation. It also supports the Coronavirus Aid, Relief, and Economic Security Act.
8. This item is submitted by Jackie Turner, Chief Operations Officer; Idrissa Davis, Executive Director, Technology Services.

B. RECOMMENDATION:

That the Board of Education authorize administration to approve the proposals from Insight and Net Guys for the purchase and implementation of new Switches, Wireless Access Points, Implementation and Warranties, in the amount not to exceed \$13.7 Million.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: VPN and Cybersecurity Solutions

A. PERTINENT FACTS:

1. To keep our network and data secure from malicious hackers we will be implementing and renewing our Palo Alto suite of Cybersecurity tools. These tools provide security to safeguard SPPS from internal and external Cybersecurity threats. Here is a list of the tools:
 - a. Wildfire & Threat Prevention
 - i. Monitors our network perimeter to prevent malware, and ransomware
 - b. Cortex XDR
 - i. This is anti-virus protection for all SPPS desktop and laptop computers
 - c. Firewalls
 - i. This is our first line of defense against malware, ransomware and hackers.
 - d. Prisma Access - Virtual Private Network (VPN)
 - i. This tool will allow remote user to access the SPPS network when they are working remotely
2. The purchase is over \$175,000 and board approval is required.
3. The request includes all hardware, software, support, and implementation services. The purchase will be bought from DirSec using NASPO contract # SW1022C.
4. This purchase has been reviewed by Idrissa Davis, Executive Director, Technology Services.
5. This purchase will be reviewed by Jamie Atkins, Purchasing Manager, prior to completing the purchase.
6. Funding will be provided by the Elementary and Secondary School Emergency Relief Fund (ESSER) for security, hardware, software, warranty and implementation costs.
7. This purchase meets the District Strategic Plan focus area of Program Evaluation and Resource Allocation. It also supports the Coronavirus Aid, Relief, and Economic Security Act.
8. This item is submitted by Jackie Turner, Chief Operations Officer; Idrissa Davis, Executive Director, Technology Services.

B. RECOMMENDATION:

That the Board of Education authorize administration to approve the proposal from DirSec for the purchase of a VPN and Cybersecurity solutions for 1-year, in the amount not to exceed \$500,000.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: RFP #21-1508 Contract Security Services

A. PERTINENT FACTS:

1. This request for proposal (RFP) provides for contracted security services to support sites, including building permitted events and other extra-curricular activities to meet District security and emergency management needs. Contract security is part of the Security and Emergency Management (SEM) spectrum of safety and positive climate support services. Our existing contract expires on June 30, 2021.
2. The following companies submitted proposals:
 - American Security and Investigations, LLC
 - NEXT Global Security
 - North Group
 - Pinkerton
 - Securitas
3. The highest scoring proposer, American Security and Investigations, LLC, offers competitive pricing, the most robust recruitment and retention plan and value added services. American Security also provided a comprehensive transition plan to ensure a successful launch to the 2021-2022 school year. The initial term of the contract is two years with an option for three one-year extensions.
4. Proposals and contract have been reviewed by Jamie Atkins, Purchasing Manager.
5. Funding will be provided from the SEM budget fund 01-005-815-342-6305-0000
6. This project directly aligns with the SPPS Achieves priority of positive climate and culture by providing student-centered security and emergency management supports.
7. This item is submitted by Laura Olson, Director of Security and Emergency Management and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education accept and approve the recommendation to award a contract for RFP 21-1508 for contracted guard services to American Security, LLC for the proposed rates as detailed in the pricing worksheet, not to exceed \$1.5 million expenditure annually.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Approval of an Employment Agreement with Sheet Metal Workers International Association, Local 10, to Establish Terms and Conditions of Employment for 2021-2024

A. PERTINENT FACTS:

1. New Agreement is for the three-year period May 1, 2021 through April 30, 2024.

2. Contract changes are as follows:

Wages: Wage and benefit changes reflect prevailing wage for the industry. The first year total increase is \$2.50; and the second and third year total increase is \$2.50.

3. The remaining language provisions of the previous contract remain essentially unchanged, except for necessary changes to dates and outdated references.

5. The District has two (2) regular F.T.E. in this bargaining unit.

6. The estimated total of all new costs (including wage adjustment, insurance and pension adjustments) for this agreement has been calculated as follows:

- in the 2020-21 budget year (May 1, 2021-June 30, 2021): \$1,638
- in the 2021-22 budget year (July 1, 2021-June 30, 2022): \$9,797
- in the 2022-23 budget year (July 1, 2022-June 30, 2023): \$9,645
- in the 2023-24 budget year (July 1, 2023-June 30, 2024): \$8,036

6. This item will meet the District's target area goal of alignment.

5. This request is submitted by Kenyatta McCarty, Executive Director of Human Resources; Jim Vollmer, Assistant Director of Employee/Labor Relations; Daniel Wells, Negotiations/Employee Relations Assistant Manager.

B. RECOMMENDATION:

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment of those employees in this school district for whom Sheet Metal Workers International Association, Local 10, is the exclusive representative; duration of said Agreement is for the period of May 1, 2021 through April 30, 2024.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Approval of an Employment Agreement with United Association of Steamfitters, Pipefitters, and Service Technicians, Local Union No. 455, to Establish Terms and Conditions of Employment for 2021-2024

A. PERTINENT FACTS:

1. New Agreement is for the three-year period May 1, 2021 through April 30, 2024.

2. Contract changes are as follows:

Wages: Wage and benefit changes reflect prevailing wage for the industry. The first year total increase is \$2.50 for Journeyman, \$2.65 for Lead Pipefitter and \$2.75 for General Lead; and the second and third year will be a reopener for wages only.

Overtime: Effective January 1, 2022, the overtime rate of two times the basic hourly rate and fringes shall be paid for work performed under the circumstances as defined in 9.3.1 and 9.3.2.

3. The remaining language provisions of the previous contract remain essentially unchanged, except for necessary changes to dates and outdated references.

4. The District has eight (8) regular F.T.E. in this bargaining unit.

5. The estimated total of all new costs (including wage adjustment, insurance and pension adjustments) for this agreement has been calculated as follows:

- in the 2020-21 budget year (May 1, 2021 –June 30, 2021): \$5,897
- in the 2021-22 budget year (July 1, 2021 – June 30, 2022): \$29,486

6. This item will meet the District's target area goal of alignment.

This request is submitted by Kenyatta McCarty, Executive Director of Human Resources; Jim Vollmer, Assistant Director of Employee/Labor Relations; Daniel Wells, Negotiations/Employee Relations Assistant Manager.

B. RECOMMENDATION:

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment of those employees in this school district for whom United Association of Steamfitters, Pipefitters, and Service Technicians, Local Union No. 455, is the exclusive representative; duration of said Agreement is for the period of May 1, 2021 through April 30, 2024.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Lease Agreement with Community Action Partnership of Ramsey & Washington County - Head Start

A. PERTINENT FACTS:

1. Community Action Partnership of Ramsey & Washington County - Head Start and Saint Paul Public Schools desire to enter into a lease agreement at the Belvidere Building, located at 271 Belvidere Street East.
2. The administration is agreeable to lease space to Head Start.
4. Terms and conditions of the Lease Agreement include the following:
 - a. The lease term will be twelve (12) months commencing July 1, 2021 and terminating June 30, 2022, with a one (1) year extension option.
 - b. The District will lease approximately Four Thousand Nine (4,009) square feet of dedicated space at 271 Belvidere Street East to Head Start.
 - c. Rent for this term shall be Four Thousand Seven Hundred Forty Two Dollars and 99/100 (\$4,742.99) monthly. Revenue will be applied to debt service.
3. This lease agreement meets the District Strategic Plan goals by aligning Program Evaluation and Resource Allocation to District priorities.
4. This item has been reviewed and approved by Will Forbes, Assistant General Council.
5. This item is submitted by Tom Parent, Director of Facilities, and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATIONS:

That the Board of Education authorize the Superintendent or designee to execute the Lease Agreement between the District and Head Start at the Belvidere Building, located at 271 Belvidere Street East.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Lease Agreement with the Saint Paul Public Library Agency at the Baker Center

A. PERTINENT FACTS:

1. The Saint Paul Public Library Agency desires to lease space on behalf of Sprockets for office space from the District at the Baker Center, 209 West Page Street, Saint Paul, MN 55107.
2. Sprockets is a collaborative effort amount the City of Saint Paul, the Saint Paul Public Schools and community organizations to provide a network of quality after-school and summer programs for youth and teen in Saint Paul. The budget for the City of Saint Paul Sprockets initiatives is within the Saint Paul Public Library Agency's budget.
3. The administration is agreeable to lease space to the Saint Paul Public Library.
4. Terms and conditions of the Lease Agreement include the following:
 - a. The lease term will be twenty-four (24) months commencing July 1, 2021 and terminating June 30, 2023, with two (2) – one (1) year extensions.
 - b. The District will lease approximately Four Hundred Twenty-Eight (428) square feet of dedicated space at 209 West Page Street to the Saint Paul Public Library for the sole purpose of providing a network of many different after-school and summer programs in Saint Paul.
 - c. Rent for this term will be Six Hundred Fifty One and 27/100 Dollars (\$651.27) monthly. Revenue will be applied to debt service.
5. This lease agreement meets the District Strategic Plan goals by aligning resource allocation to district priorities.
6. This item is submitted by Tom Parent, Director of Facilities, and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATIONS:

That the Board of Education authorize the Superintendent or designee to execute a Lease Agreement between the District and the Saint Paul Public Library to lease space at the Baker Center, 209 West Page Street, Saint Paul, MN 55107.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Memorandum of Agreement to amend Bus Driver Collective Bargaining Agreement

A. PERTINENT FACTS:

1. Amendment is to move Bus Drivers to a Cafeteria style plan for implementation of benefits.
2. The Union and District agreed to discuss moving to a new benefit program during the course of contract negotiations.
3. The Union and District met on April 30, 2021 to discuss movement to the Cafeteria plan. Union approved to move to cafeteria plan, with plan implementation effective January 1, 2022 with the start of the new benefit year.
4. Total costs are estimated to be the same with reductions to administrative inefficiencies.
5. This item will meet the District target area goal of alignment.

This request is submitted by Kenyatta McCarty, Executive Director of Human Resources;
Jim Vollmer, Assistant Director of Employee/Labor Relations.

B. RECOMMENDATION:

That the Board of Education of Independent School district No. 625 approve and adopt the memorandum of agreement concerning the terms and conditions of employment for Teamsters Local No. 320, representing Bus Drivers in the school district; duration of said agreement is for the period of January 1, 2022 through June 30, 2022.

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (the “**Agreement**”) is made effective as of June 18, 2021 by and between Independent School District No. 625 (the “**District**”), and Teamsters Local 320 representing Bus Drivers (hereinafter **Union**).

WHEREAS, the Union and the District completed contract negotiations for a successor collective bargaining agreement for the period of July 1, 2020 to June 30, 2022; and

WHAREAS, in the successor agreement the parties negotiated an opportunity for members of the Union to move to a cafeteria plan insurance design; and

WHEREAS, the parties further agreed to meet to determine the desire of the Union to move to a cafeteria plan process for health insurance; and

WHEREAS, the parties have met and agreed that members of the union will move to a cafeteria style flex plan effective January 1, 2022, and

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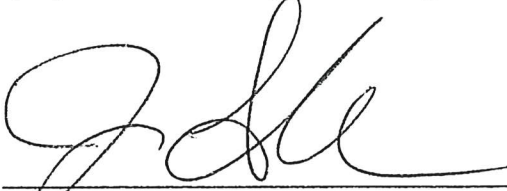
Now therefore be it resolved,

1. Implementation of the cafeteria-style process for flex benefits is effective 1-1-2022.
2. District contribution (cafeteria plan insurance credits) for choice of single coverage is \$745.00 per month. District contribution for Single +1 and Family coverage is \$1330.00 per month. Employee's election of single, single+1, or family health insurance determines the district contribution (insurance credit) amount.
3. Employees must be enrolled in a minimum level of coverage, identified as core benefits. This is the lowest cost single health insurance plan, single dental insurance, employee basic life insurance, and long term disability insurance. Employees who fail to complete open enrollment selection of the minimum plan benefits will default to the designated core benefit coverage
4. Employees may use any unused cafeteria plan insurance credits to purchase optional benefits, which may vary from year to year.
5. District contributions not fully applied to the core benefits, any optional benefits or a health savings account are provided to the employee as additional, taxable wages on their paycheck.



St. Paul Public Schools

5-10-21



Union Representative

5/6/2021

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Memorandum of Agreement to amend Operating Engineers Local No. 70 representing Custodians, Collective Bargaining Agreement

A. PERTINENT FACTS:

1. Agreement is to move Custodians to a Cafeteria style plan for implementation of benefits.
2. The Union and District agreed to discuss moving to a new benefit program during the course of contract negotiations.
3. The Union and District met on April 23, 2021 to discuss movement to the Cafeteria plan. Union approved to move to cafeteria plan, with plan implementation effective January 1, 2022 with the start of the new benefit year.
4. Total costs are estimated to be the same with reductions to administrative inefficiencies.
5. This item will meet the District target area goal of alignment.

This request is submitted by Kenyatta McCarty, Executive Director of Human Resources;
Jim Vollmer, Assistant Director of Employee/Labor Relations.

B. RECOMMENDATION:

That the Board of Education of Independent School district No. 625 approve and adopt the memorandum of agreement concerning the terms and conditions of employment for Operating Engineers Local No. 70 representing Custodians in the school district; duration of said agreement is for the period of January 1, 2022 through June 30, 2022.

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (the “**Agreement**”) is made effective as of June 18, 2021 by and between Independent School District No. 625 (the “**District**”), and Custodial Engineers Local 70 representing Custodians (hereinafter **Union**).

WHEREAS, the Union and the District completed contract negotiations for a successor collective bargaining agreement for the period of July 1, 2020 to June 30, 2022; and

WHAREAS, in the successor agreement the parties negotiated an opportunity for members of the Union to move to a cafeteria plan insurance design; and

WHEREAS, the parties further agreed to meet to determine the desire of the Union to move to a cafeteria plan design for health insurance; and

WHEREAS, the parties have met and agreed that members of the union will move to a cafeteria plan design effective January 1, 2022, and

Now therefore be it resolved,

1. Implementation of the cafeteria plan design is effective 1-1-2022.
2. District contribution (cafeteria plan insurance credits) for choice of single coverage is \$725.00 per month. District contribution for Single +1 and Family coverage is \$1315.00 per month. Employee’s election of single, single+1, or family health insurance determines the district contribution (insurance credit) amount.
3. Employees must be enrolled in a minimum level of coverage, identified as core benefits. This is the lowest cost single health insurance plan, single dental insurance, employee basic life insurance, and long term disability insurance. Employees who fail to complete open enrollment selection of the minimum plan benefits will default to the designated core benefit coverage
4. Employees may use any unused cafeteria plan insurance credits to purchase optional benefits, which may vary from year to year.

5. District contributions not fully applied to the core benefits, any optional benefits, or a health savings account are provided to the employee as additional, taxable wages on their paycheck.

St. Paul Public Schools
Representative

Union RepresentativeBusiness

Date

Date

Local Business Agent

Date

Chief Steward

Date

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (the “**Agreement**”) is made effective as of June 18, 2021 by and between Independent School District No. 625 (the “**District**”), and Custodial Engineers Local 70 representing Custodians (hereinafter **Union**).

WHEREAS, the Union and the District completed contract negotiations for a successor collective bargaining agreement for the period of July 1, 2020 to June 30, 2022; and

WHEREAS, in the successor agreement the parties negotiated an opportunity for members of the Union to move to a cafeteria plan insurance design; and

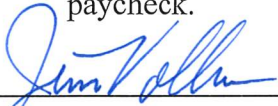
WHEREAS, the parties further agreed to meet to determine the desire of the Union to move to a cafeteria plan design for health insurance; and

WHEREAS, the parties have met and agreed that members of the union will move to a cafeteria plan design effective January 1, 2022, and

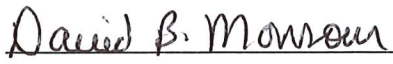
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Now therefore be it resolved,

1. Implementation of the cafeteria plan design is effective 1-1-2022.
2. District contribution (cafeteria plan insurance credits) for choice of single coverage is \$725.00 per month. District contribution for Single +1 and Family coverage is \$1315.00 per month. Employee's election of single, single+1, or family health insurance determines the district contribution (insurance credit) amount.
3. Employees must be enrolled in a minimum level of coverage, identified as core benefits. This is the lowest cost single health insurance plan, single dental insurance, employee basic life insurance, and long term disability insurance. Employees who fail to complete open enrollment selection of the minimum plan benefits will default to the designated core benefit coverage
4. Employees may use any unused cafeteria plan insurance credits to purchase optional benefits, which may vary from year to year.
5. District contributions not fully applied to the core benefits, any optional benefits, or a health savings account are provided to the employee as additional, taxable wages on their paycheck.



St. Paul Public Schools



Union Business Representative

6-21-2021

Date

6/16/2021

Date

Ken Iike
Local Business Agent

6-16-21
Date

Ken Iike
Chief Steward

6/21/2021
Date

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Oracle Database Cloud Services Agreement with Collier

A. PERTINENT FACTS:

1. The District currently utilizes Oracle America, Inc as its resource for PeopleSoft Financials and Human Capital Management (HCM) systems. These systems are utilized for Finance and Human Resource operations for the District.
2. Collier/Oracle America, Inc has submitted a renewal service agreement that has been reviewed by Marie Schrul, Chief Financial Officer
3. Funding for this renewal of service is currently planned and budgeted for in the Enterprise Resource Planning budget. The total annual cost for FY22 service agreement is \$419,172.80.
4. This item meets the District's Strategic Plan Focus Area of Program Evaluation and Resource Allocation for the District's ERP systems.
5. This item is submitted by Marie Schrul, Chief Financial Officer.

B. RECOMMENDATIONS:

That the Board of Education authorize administration to enter into a Cloud renewal services agreement with Collier for a service period of 12 months in the amount of \$419,172.80.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Request for Permission to Participate in Student Nurse Agreement with Morrison Family College of Health School of Nursing, University of St. Thomas

A. PERTINENT FACTS:

1. Saint Paul Public Schools has had a long relationship of training student nurses in our schools. The participating universities and colleges enter into an agreement to send student nurses to our district and provide appropriate oversight of the program. The district agrees to provide a suitable setting for the students to learn and grow as a nurse.
2. This request is for ongoing participation in a student clinical experience with Saint Paul Public Schools and University of St. Thomas. This Agreement shall become effective August 1, 2023, and continue through July 31, 2026, unless written notice to terminate this Agreement is given to the other party by April 1 of the preceding year. Advance notice of termination is required to safeguard the students currently enrolled in the nursing program.
3. The arrangements with nurse preparation programs provide an excellent way to recruit candidates for the district.
4. There is no additional cost to the district for the nurse preparation programs.
5. Collaboration with area colleges to train high quality nurses supports the strategic plan goal of aligning sustainability and strengthening relationships with community and families.
6. Requested by Mary Langworthy, Director of Health and Wellness, and Marcy Doud, Assistant Superintendent of Specialized Services.

B. RECOMMENDATION:

That the Board of Education authorizes the Superintendent to enter into a Student Nurses Agreement with the University of St. Thomas, effective August 1, 2023, and continue through July 31, 2026, unless written notice to terminate this Agreement is given to the other party by April 1 of the preceding year.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Request to Sign Memorandum of Understanding between the American Nursing Institute (ANI) and Saint Paul Public Schools.

A. PERTINENT FACTS:

1. Request to sign the Agreement with ANI for the implementation of the Certified Nursing Assistant training at Central High School for up to 13 rising 11th and 12th grade students in Summer 2021.
2. Through this partnership, barriers will be identified, removed and increase of supports will be provided, that result in successful completion of the national CNA certification.
3. There is no cost to SPPS for this partnership. ANI will cover all costs of the program in this pilot experience.
4. This partnership aligns with the SPPS Achieves long-term outcome of preparing all graduates for college, career and life.
5. This item is submitted by Darren Ginther, Director of the Office of College and Career Readiness; and Kate Wilcox-Harris, Chief Academic Officer.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the MOU between Saint Paul Public Schools and the American Nursing Institute.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Monthly Operating Authority

A. PERTINENT FACTS:

1. The Board of Education must authorize and approve all expenditures of the District.
2. The Board of Education must ratify any changes in collateral that have been previously approved by the Assistant Treasurer.
3. This item meets the District target area of goals alignment and sustainability.
4. This item is submitted by Marie Schrul, Chief Financial Officer.

B. RECOMMENDATIONS:

1. That the Board of Education approve and ratify the following checks and wire transfers for the period April 1, 2021 – April 30, 2021.

(a) General Account	#735768-736662	\$58,899,605.72
	#0004066-0004098	
	#7004039-7004072	
	#0005589-0005694	
(b) Debt Service	-0-	\$3,000.00
(c) Construction	-0-	<u>\$2,855,445.61</u>
		<u>\$61,758,051.33</u>

Included in the above disbursements are two payrolls in the amount of \$40,248,523.33 and overtime of \$103,706.20 or 0.26% of payroll.

(d) Collateral Changes

Released:

None

Additions:

None

2. That the Board of Education further authorize payment of properly certified cash disbursements including payrolls, overtime schedules, compensation claims, and claims under the Workers' Compensation Law falling within the period ending November 30, 2021.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION SAINT
PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: 2021-22 Rights & Responsibilities Student Handbook Revisions

A. PERTINENT FACTS:

1. This recommendation reflects updates made to the Rights & Responsibilities Handbook.
2. The review process and updates:

Committee Members

Efe Agbamu, Assistant Superintendent, Division of Schools

Kathy Lombardi Kimani, Director, Office of School Support

Charles Long, General Counsel

Cindy Porter, Research Analyst, Department of Research, Evaluation and Assessment

Jennifer Vigil, Management Assistant, Office of School Support

Jada Wollenzien-Eastman, Program Manager, Leadership Development – Committee Facilitator

Sought Input From

Marcy Doud, Assistant Superintendent, Office of Specialized Services

Laura Olson, Director, Security and Emergency Management

We involved school principals during SY2019-20 and SY20-21 when we had extensive changes. Because this handbook was not used a lot during the pandemic/distance learning, we decided to align this coming year's handbook around statute changes and thus had minimal changes.

Changes Made to the Handbook

Updates:

- Updated cover page with Board Members
- New introduction letter from the Superintendent
- Updated grammar and punctuation throughout; made verbiage more clear
- We no longer want to decipher between physical threats and verbal or written threats; instead, we will decipher between an in-person threat and a not-in-person threat. We updated these terms in the glossary as well.
 - Reason for change: Reflects reporting requirement for Civil Rights Data Collection
- Updated the Pupil Fair Dismissal Act in Appendix to reflect most up-to-date Act.

Additions:

- Added verbiage from the Pupil Fair Dismissal Act around full and equitable participation in preschool and prekindergarten:
 - Reason for addition: change in statute

Removals:

- Removed all references to School Resource Officer (SRO)
 - Reason: School Resources Officers no longer exist in Saint Paul Public Schools.

Next Steps

- Send updated Summary and Full Handbook to Translations by end of June, if approved by the Board.
- Continue planning for training/professional development around the Handbook for principals and assistant principals.
- Work with Communications to develop a one-page mailer to send to household about Rights & Responsibilities. Committee recommends this, rather than the whole book being sent to each household.
- Rights and Responsibilities Summary will be printed and a number of copies will be sent to each school.
- Building principals and assistant principal will receive printed copies of the full handbook.
- All handbooks should be updated on SPPS website by first week of school in September.

3. Budgeted \$20,000 for translation costs, mailing a postcard to families, and printing of copies for schools.

4. This Handbook will meet the District strategic plan for Positive School and District Culture.

4. This item is submitted by Jada Wollenzien, Program Manager, Leadership Development and District Policy; Dr. Efe Agbamu, Assistant Superintendent, Division of Schools; Dave Watkins, Chief of Schools, Division of Schools

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to approve the proposed revisions made to the Rights & Responsibilities Student Handbook for SY21-22.

INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS

DATE: June 22, 2021

TOPIC: Designation of an Identified Official with Authority for Education Identity Access Management

A. PERTINENT FACTS:

1. The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Director recommends the Board authorize Cheryl Carlstrom, Cheryl.Carlstrom@spps.org, yayasister28, to act as the Identified Official with Authority (IOwA) for Saint Paul Public Schools ISD 625.
2. This item is submitted by Cheryl Carlstrom, Director, Office of Title I Federal Programs and Kate Wilcox-Harris, Chief of Academics

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent to authorize Cheryl Carlstrom, Cheryl.Carlstrom@spps.org, to act as the Identified Official with Authority (IOwA) for Saint Paul Public Schools ISD 625

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Facilities Department FY21 Purchases over \$175,000

A. PERTINENT FACTS:

1. In the normal course of work, the Facilities Department must establish purchases with vendors that may incur costs in excess of \$175,000 throughout the fiscal year.
2. The following list indicates said purchases:

Vendor	Description	Amount	State Contract ID Or Bid Number
Nasseff*	Fire Suppression Systems	Original PO: \$200,000 02/2021 Increase: \$200,000 06/2021 Increase Request: \$310,000 New PO Amount: \$710,000	U of M Contract 01-444-15-0914.CF
RAK Construction*	FMO Corrections, PPE/Safety Installations	Original Approval: \$750,000 02/2021 Increase: \$550,000 06/2021 Increase Request: \$1,400,000 New Amount: \$2,700,000	MN02D-121614-RAK
Egan*	Fire Alarm Maintenance	Original PO: \$750,000 02/2021 Increase: \$750,000 06/2021 Increase Request: \$740,000 New PO Amount: \$2,240,000	F556(5)

*Per the July 21, 2020 BAI, mid-year increases are anticipated.

3. The purchases have been approved by Jamie Atkins, Purchasing Manager.
4. Funding will be provided from the approved Facilities Department Fiscal Year 2021 budget.
5. The purchases meet the District Strategic Plan goals by aligning Program Evaluation and Resource Allocation to District priorities.
6. This item is submitted by Tom Parent, Director of Facilities, and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the purchases listed for the Facilities Department anticipated to be over the \$175,000.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Facilities Department FY22 Purchases over \$175,000

A. PERTINENT FACTS:

1. In the normal course of work, the Facilities Department must establish purchases with vendors that may incur costs in excess of \$175,000 throughout the fiscal year.
2. The following list indicates said purchases:

Vendor	Description	Amount	State Contract ID Or Bid Number
ARI	Fleet Leasing	\$350,000	060618-ARI Sourcewell
Bredemus Hardware	Building Hardware	\$300,000	Bid #A211172
Dalco	Custodial supplies, equipment repair and a work loading data program	\$870,000**	Bid #A211038-A
E3 Services	Playground Repair/Installations	\$300,000	Bid #A216612-A
Egan	Inspection and maintenance of fire alarm systems	\$1,120,000*	F-556(5)
General Office Products	Furniture acquisition for District's WINN Program	\$380,000	U42.106
Grainger	Maintenance and Janitorial Supplies/PPE/Fire Marshal Orders/Emergency Lighting	\$430,000*	T-572(5)
Home Depot Pro	PPE/Custodial Supplies/Waste Collection Supplies	\$232,000	OMNIA 17-21
KFI	Assistance with BAS Integration	\$712,565	GS-21F-0094V
Mavo	General services for environmental abatement and remediation	\$400,000*	A-189
MEI	Annual Inspections Contract 751557	\$275,000*	Bid #A207126-A
Nasseff	Fire Suppression systems inspection and repair	\$350,000*	U of M 01-444-15-0914.CF
RAK	Bathroom Partitions and Lockers/Emergency Light Replacement/Corrections to Kitchen and Fire Code Violations	\$1,350,000*	MN02D-121614-RAK
Trane	HVAC Chiller-Boiler Inspect/Chemicals and Services	\$250,000*	15-JCP-023
Walters Recycling	Waste, Recycling & Organics	\$925,000	Bid #A202384-K

***We anticipate coming back to the Board with a mid-year revision to the anticipated baseline expenditures.**

****This figure does not include additional COVID related disinfectants and cleaning supplies that may be needed. We anticipate a mid-year revision to this expenditure as appropriate.**

3. The purchases will be reviewed by Jamie Atkins, Purchasing Manager.
4. Funding will be provided from the approved Facilities Department Fiscal Year 2022 budget, with the baseline amounts indicated here monitored and adjusted throughout the year as needed.

5. The purchases meet the District Strategic Plan goals by aligning Program Evaluation and Resource Allocation to District priorities.
6. This item is submitted by Tom Parent, Director of Facilities, and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the purchases listed for the Facilities Department anticipated to be over the \$175,000.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Pre-Qualification of Professional Architects for Large Projects

A. PERTINENT FACTS:

1. The District desires to obtain professional architectural services on an as needed basis for appropriate projects. The desired architectural services include, but are not limited to architectural design services, cost estimating, value engineering, and construction administration for capital improvement and deferred maintenance projects valued above two million dollars.
2. Qualifications for services were solicited from interested vendors through **Request for Statement of Qualifications No. A21-1401-A**.
3. This Request for Statement of Qualifications solicited vendors interested in becoming pre-qualified for the Large Projects Architects Master List, valid for calendar years 2021-2026. For each specific future construction project to be, the District will issue a project-specific Request for Proposals to select firms from this Large Projects Architects Master List.
4. In response, the District received a total of **twenty nine (29)** submissions for Large Projects Architects Master List. Proposals (written submissions and interviews) were evaluated and ranked based on relevant criteria including: relevant architectural design experience; dollar value of designed and constructed projects; company background information; and other applicable experience and work performance.
5. Vendors submitted written proposals and the District conducted an interview for each interested vendor. Proposals and interviews were evaluated and ranked by a selection team composed of representatives from the District. Based on these results the following sixteen (16) firms were recommended to be pre-qualified for Large Projects Architects Master List for the District:

<u>Consultant</u>	<u>2021 Maximum Hourly Rate</u>
292 Design Group	\$200
ATS&R	\$258
Bentz Thompson Rietow, Inc.*	\$185
BWBR Architects, Inc.	\$305
Cunningham Group Architects	\$225
DeVetter Design Group*	\$160
DLR Group, Inc.	\$235
Krech, O'Brien, Mueller & Associates, Inc.*	\$200
Miller Dunwiddie	\$210
MLA Architects, Inc.*	\$135
MSR Design*	\$227
Pope Architects, Inc.	\$180
Snow Kreilich Architects, Inc.*	\$285

Toltz King Duvall Anderson, Inc.	\$231
U+B Architecture & Design, Inc.	\$180
Wold Architects & Engineers	\$210

** denotes a company that previously has not performed Architectural services for SPPS*

6. Proposals have been reviewed by Jamie Atkins, Purchasing Manager.
7. This is a pre-qualification process only, so **no** District funding is being committed as part of this step nor is there any guarantee of work for the selected consultants.
8. For each large project that is awarded to a firm from the Large Projects Architects Master List, the District and the firm will enter into a separate contract that shall be reviewed and executed pursuant to Saint Paul Public Schools Procedure 713.00.1 Contract Signature Authority Matrix.
9. This item meets the District Strategic Plan goals by aligning resource allocation to District priorities.
10. This item is presented by Tom Parent, Director of Facilities; and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the administration to pre-qualify the following professional architectural firms for future project-specific solicitations for calendar years 2021-2026:

1. 292 Design Group
2. ATS&R
3. Bentz Thompson Rietow, Inc.
4. BWBR Architects, Inc.
5. Cuningham Group Architects
6. DeVetter Design Group
7. DLR Group, Inc.
8. Krech, O'Brien, Mueller & Associates, Inc.
9. Miller Dunwiddie
10. MLA Architects, Inc.
11. MSR Design
12. Pope Architects, Inc.
13. Snow Kreilich Architects, Inc.
14. Toltz King Duvall Anderson, Inc.
15. U+B Architecture & Design, Inc.
16. Wold Architects & Engineers

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Pre-Qualification of Professional Architects for Small Projects

A. PERTINENT FACTS:

1. The District desires to obtain professional architectural services on an as needed basis for appropriate projects. The desired architectural services include, but are not limited to architectural design services, cost estimating, value engineering, and construction administration for capital improvement and deferred maintenance projects valued at or below two million dollars.
2. The District solicited qualifications for services from interested vendors through **Request for Statement of Qualifications No. A21-1401-A**.
3. This Request for Statement Qualifications solicited vendors interested in becoming pre-qualified for the Small Projects Architects Master List, valid for calendar years 2021-2026. For certain future construction project, the District will issue a project-specific Service Order to firms from this Small Projects Architects Master List. This master list was created to facilitate simple, efficient, and effective engagements of architects for certain smaller projects.
4. In response, the District received a total of **thirty seven (37)** submissions for Small Projects Architects Master List. Proposals (written submissions and interviews) were evaluated and ranked based on relevant criteria including: relevant architectural design experience; dollar value of designed and constructed projects; company background information; and other applicable experience and work performance.
5. Vendors submitted written proposals and the District conducted an interview. Proposals and interviews were evaluated and ranked by a selection team composed of representatives from the District. Based on these results the following twenty-six (26) firms were recommended to be pre-qualified for Small Projects Architects Master List for the District:

<u>Consultant</u>	<u>2021 Maximum Hourly Rate</u>
The Adkins Association, Inc.	\$187
Boarman Kroos Vogel Group, Inc.*	\$300
BNDRY Studio*	\$165
Busch Architects, Inc.*	\$150
Clever Architecture LLC*	\$195
Kodet Architectural Group, LTD.*	\$195
LHB, Inc.	\$257
Paul Meyer Architects, Inc.	\$152
RoehrSchmitt Architecture LLC*	\$173
Wendel*	\$305
292 Design Group	\$200
ATS&R	\$258
Bentz Thompson Rietow, Inc.*	\$185
BWBR Architects, Inc.	\$305
Cunningham Group Architects	\$225

DeVetter Design Group*	\$160
DLR Group, Inc.	\$235
Krech, O'Brien, Mueller & Associates, Inc.*	\$200
Miller Dunwiddie	\$210
MLA Architects, Inc.*	\$135
MSR Design*	\$227
Pope Architects, Inc.	\$180
Snow Kreilich Architects, Inc.*	\$285
Toltz King Duvall Anderson, Inc.	\$231
U+B Architecture & Design, Inc.	\$180
Wold Architects & Engineers	\$210

* denotes a company that previously has not performed Architectural services for SPPS

6. Proposals have been reviewed by Jamie Atkins, Purchasing Manager.
7. This is a pre-qualification process only, so **no** District funding is being committed as part of this step nor is there any guarantee of work for the selected consultants.
8. Each firm selected to be part of the Small Projects Architects Master List will enter into a Master Agreement with the District. The District will then issue a service order with, among other terms and conditions, a project description, the requested scope, schedule, and fees. The approval of each individual service order shall be subject to Saint Paul Public Schools Procedure 713.00.1 Contract Signature Authority Matrix. A **sample** with Master Agreement (AIA® Document 121™ – 2018 Standard Form Master Agreement Between Owner and Architect for Services provided under multiple Service Orders *as modified*) and Service Order (AIA® Document 221™ – 2018 Service Order for use with Master Agreement Between Owner and Architect) are attached for reference.
9. This item meets the District Strategic Plan goals by aligning resource allocation to District priorities.
10. This item is presented by Tom Parent, Director of Facilities; and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the administration to pre-qualify and enter into Master Agreement with the following professional architectural firms for future project-specific solicitations for calendar years 2021-2026:

1. The Adkins Association, Inc.
2. Boarman Kroos Vogel Group, Inc.
3. BNDRY Studio
4. Busch Architects, Inc.
5. Clever Architecture LLC
6. Kodet Architectural Group, LTD.
7. LHB, Inc.
8. Paul Meyer Architects, Inc.
9. RoehrSchmitt Architecture LLC
10. Wendel
11. 292 Design Group
12. ATS&R
13. Bentz Thompson Rietow, Inc.

14. BWBR Architects, Inc.
15. Cuningham Group Architects
16. DeVetter Design Group
17. DLR Group, Inc.
18. Krech, O'Brien, Mueller &
Associates, Inc.
19. Miller Dunwiddie
20. MLA Architects, Inc.
21. MSR Design
22. Pope Architects, Inc.
23. Snow Kreilich Architects, Inc.
24. Toltz King Duvall Anderson,
Inc.
25. U+B Architecture & Design,
Inc.
26. Wold Architects & Engineers

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Insurance Renewal- General Liability, Commercial Auto, Crime, Educators Legal Liability, Excess Liability, Law Enforcement Liability

A. PERTINENT FACTS:

1. The District is insured for General Liability, Commercial Auto, Crime, Educators Legal Liability, Law Enforcement Liability, and Excess Liability coverage through Liberty Mutual Insurance Company. The current policy term is July 1, 2020 through June 30, 2021.
2. Liberty Mutual Insurance Company has offered a renewal bundled policy for the period of July 1, 2021 through June 30, 2022 in the amount of \$1,367,863.
3. The terms and conditions of the Liberty Mutual policy are similar as the current policy.
4. This recommendation has been reviewed by Jamie Atkins, Purchasing Manager.
5. Funding will be provided from the Insurance Districtwide budget, 01-005-940-000-6340-0000.
6. This item meets the District Strategic Plan goal of sustainability.
7. This item is submitted by Tom Parent, Facilities Director; Marie Schrul, Chief Financial Officer; and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent to accept a 12-month bundled policy for General Liability, Commercial Auto, Crime, Educators Legal Liability, Law Enforcement Liability, and Excess Liability coverage with Liberty Mutual Insurance Company for the period of July 1, 2021 through June 30, 2022, at a cost of \$1,367,863.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Property Insurance Renewal

A. PERTINENT FACTS:

1. The District is insured for property coverage through Affiliated FM. The current policy term is July 1, 2020 through June 30, 2021.
2. Affiliated FM has offered a renewal policy for the period of July 1, 2021 through June 30, 2022 in the amount of \$1,034,239.
3. The terms and conditions of the offered policy are the same as the current policy.
4. This recommendation has been reviewed by Jamie Atkins, Purchasing Manager.
5. Funding will be provided from the Insurance Districtwide Budget, 01-005-940-000-6340-0000.
6. This item meets the District Strategic Plan goal of sustainability.
7. This item is submitted by Tom Parent, Facilities Director; Marie Schrul, Chief Financial Officer; and Jackie Turner, Chief Operations Officer

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent to renew a 12-month policy for property insurance coverage with Affiliated FM for the period of July 1, 2021 through June 30, 2022, at a cost of \$1,034,239.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Voluntary Benefits with Securian

A. PERTINENT FACTS:

1. Seven bidders participated in the Voluntary Benefits RFP – Aetna, Aflac (incumbent), Cigna, Hartford, MetLife, Reliance Standard, and Securian. All bidders quoted proposals for a new plan design; Accident and Hospital Indemnity design is between the previous High and Low plan benefits; Critical Illness with streamlined rating and tier structure. Due to the complexity of administering smoker/non-smoker status and age-banded rates, the District has made the decision to exclude Critical Illness coverage for the plan year 2022.
2. Three bidders were selected to participate in the finalist phase: MetLife, Hartford, and Securian. In addition to the finalist presentation, all bidders participated in a discussion to review technology requirements for administering the Voluntary Benefits with the current PeopleSoft system. The Labor Management Committee is recommending Securian as the Voluntary Benefits vendor.
3. The School District offers these voluntary benefits to approximately 6,100 eligible active employees in all bargaining groups. Participation in these benefits are voluntary, and employees will be encouraged to make their benefit selections for the new plan year during Open Enrollment.
4. The District has been offered a five-year term of agreement (January 1, 2022 through December 31, 2026) with set rates. The plan offering and monthly premiums for 2021 are shown below:

	Employee Only	Employee + 1	Family
Accident	\$7.39	\$12.28	\$20.20
Hospital Indemnity	\$16.01	\$28.61	\$37.74

5. All rates include the insurance premium and consultant compensation.
6. The Districts Benefit Labor Management Committee recommends acceptance of this renewal contract at the proposed rates.
7. This agreement supports the District's goal of aligning resource allocation to District priorities.
8. This item is submitted by Patty Norwig, Assistant Director, Total Rewards; Kenyatta McCarty, Executive Director, Human Resources; and Cedrick Baker, Chief of Staff.

B. RECOMMENDATION:

That the Board of Education approve a contract for voluntary benefits insurance coverage with Securian Financial, effective January 1, 2021, at the proposed premium rates.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Active Employee Dental Insurance with HealthPartners

A. PERTINENT FACTS:

1. 2022 will be the third year of a five-year contract with HealthPartners for dental insurance. The current contract has a rate cap guarantees of 3.0% for the 2022 and 2023 plan years, and 3.5% for the 2024 plan year.
2. The School District provides dental insurance coverage through HealthPartners for approximately 5,691 active employees in all bargaining groups. The District's 2022 cost is approximately \$5,295,436 for active employees.
3. The District currently offers active employees one HealthPartners dental plan option. The plan offering and monthly premiums for 2022 are shown below:

Dental	Single	Family
2022	\$37.74	\$122.69

4. All rates include the insurance premium and consultant compensation.
5. The Districts Benefit Labor Management Committee recommends acceptance of this renewal contract at the proposed rates.
6. This agreement supports the District's goal of aligning resource allocation to District priorities.
7. This item is submitted by Patty Norwig, Assistant Director, Total Rewards; Kenyatta McCarty, Executive Director, Human Resources; and Cedrick Baker, Chief of Staff.

B. RECOMMENDATION:

That the Board of Education approve a contract for active employee dental insurance coverage with HealthPartners, effective January 1, 2022, at the proposed premium renewal rates.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Adjustment of Student Calendar for FY 2020-2021

A. PERTINENT FACTS:

1. For the safety and well-being of students and staff, the inclement weather plan was implemented on June 8, 2021. This resulted in an end to the school year three days prior to June 11. SPPS does not have an approved 2020-21 school year eLearning plan that would allow for delivering instruction digitally, therefore school was cancelled.
2. Adopting the change to the school year calendar complies with the State's reporting requirements. The new school year end date is Tuesday, June 8, 2021.
3. This is approval for a one-time change to the school year end date in order to formally close the 2020-2021 school year.
4. This adjustment to the district calendar meets the State of Minnesota's minimum number of required education hours for all grade levels and supports the District's strategic plan goal of achievement.
5. Submitted by: Patrica Michaud, MARSS/State Reporting Coordinator and Supervisor; Kate Wilcox-Harris, Chief Academic Officer; Marie Schul, Chief Financial Officer; and Cedrick Baker, Chief of Staff.

B. RECOMMENDATION

That the Board of Education approve the end of the school year 2020-21 be changed from Friday, June 11, 2021 to the new date of Tuesday, June 8, 2021.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Settlement of Partially Insured Claim

A. PERTINENT FACTS:

1. On May 13, 2019, an employee filed a Charge of Discrimination against the School District with the Minnesota Department of Human Rights.
2. The matter can be settled for a payment of \$14,000 on the terms set forth in a Settlement Agreement.
3. This settlement supports the District's target area goals of alignment and resource allocation.
4. This item is submitted by Kenyatta McCarty, Executive Director of Human Resources; Dr. Joshua Delich, Assistant Superintendent; Jamie Jonassen, Assistant General Counsel; and Dr. Joe Gothard, Superintendent.

B. RECOMMENDATION:

That the Board of Education approve the Settlement Agreement in the above referenced matter; authorize its Superintendent to sign the Settlement Agreement; and authorize School District administration to issue payment and otherwise perform the Settlement Agreement.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22,2021

TOPIC: Request authorization to transfer \$1,894,687.31 from General Fund 01
Unassigned fund balance to the Food Service Fund 02 fund balance

A. PERTINENT FACTS:

1. An external accounting review was conducted by Waypoint Inc. to address recommendations made by the District's auditors (MMKR) in the FY20 Management Report for the Food Service fund. Waypoint Inc provided conclusions and findings in a final report to the district in April 2021.

2. During this same time, the Minnesota Department of Education (MDE) Child Nutrition Program conducted a regularly scheduled admin review in March 2021. Saint Paul Public Schools submitted a corrective action plan that was accepted by MDE in May 2021.

3. As part of the corrective action plan, the following expenditures that were initially paid from the Food Service Fund in FY20, require a General Fund unassigned fund balance transfer to the Food Service fund no later than June 30, 2021 as follows:

\$ 912,585.00 for food service staff that were paid for not working (March-June 2020)

\$ 742,705.52 to fully cover the universal free meal program costs (Provision 2/CEP)

\$ 55,638.88 for security costs charged to food service fund (disallowed by MDE)

\$ 183,757.91 for indirect cost recalculation due to disallowed costs

\$1,894,687.31 Total amount to be transferred to the Food Service Fund

4. This is in accordance with MN Statute 123B.79, permanent fund transfers.

5. This item meets the District strategic goal of alignment of resources.

6. This item is submitted by Marie Schrul, Chief Financial Officer and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the Chief Financial Officer to transfer \$1,894,687.31 from the General Fund 01 unassigned fund balance to the Food Service Fund 02 no later than June 30, 2021.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Phase Gate Approval of FY22 Fire Safety Systems Program (Project # 0652-22-01): Gate #3 – Project Budget; Gate #3A – Finance Plan Update

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY22 Fire Safety Systems Program at the following phase gate(s):
 - a. Gate #3 – Project Budget / Proceed to Bidding
 - b. Gate #3a - Finance Plan Update
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning #1A – Finance Update	March 23, 2021
#2 – Project Charter (Predesign) #2A – Finance Update	N/A
#3 – Project Budget #3A – Finance Update	June 22, 2021 (current)
#4 – Contract Award #4A – Finance Update	June 22, 2021
#5 – Project Close-Out #5A – Finance Update	Fall 2022

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Spent to Date	Percent Spent
\$4,072,000	\$0	\$0	0%

4. A summary of current and anticipated funding is as follows:

Funding Source	Issuance	Amount	Date Issued
Health & Safety Bonds	2021B	\$3,702,000	June 17, 2021
LTFM FY23	n/a	\$370,000	

5. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
6. This item is submitted by Tom Parent, Director of Facilities; Arleen Schilling, Controller; Marie Schrul, Chief Financial Officer; and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the FY22 Fire Safety Systems Program (Project #0652-22-01) at Phase Gate Check #3 – Project Budget; Gate Check #3a – Finance Plan Update.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Phase Gate Approval of FY22 Fire Safety Systems Program (Project # 0652-22-01): Gate #4 – Contract Award; Gate #4A – Finance Plan Update

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY22 Fire Safety Systems Program at the following phase gate(s):
 - a. Gate #4: Contract Award
 - b. Gate #4a: Finance Plan Update
2. This contract provides fire safety systems work at Highwood Hills.
3. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning #1A – Finance Update	March 23, 2021
#2 – Project Charter (Predesign) #2A – Finance Update	N/A
#3 – Schematic Design #3A – Finance Update	June 22, 2021 (Current)
#4 – Contract Award #4A – Finance Update	June 22, 2021 (Current)
#5 – Project Close-Out #5A – Finance Update	Fall 2022 (anticipated)

4. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Spent to Date	Percent Spent
\$4,072,000	\$0	\$0	0%

5. The following bid was received per the terms and conditions of U of M 01-444-15-0914.CF

Lump Sum Base Bid

Nasseff Mechanical Contractors.....\$265,800

6. The bid will be reviewed by Jamie Atkins, Purchasing Manager.
7. A summary of current and anticipated funding is as follows:

Funding Source	Issuance	Amount	Date Issued
Health & Safety Bonds	2021B	\$3,702,000	June 17, 2021
LTFM FY23	n/a	\$370,000	

8. Project cash flow schedule has been reviewed and approved by the District Finance Office.
9. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
10. This item is submitted by Tom Parent, Director of Facilities; Arleen Schilling, Controller; Marie Schrul, Chief Financial Officer; and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize award of FY22 Fire Safety System to Nasseff for the lump sum base bid for \$265,800 at Phase Gate Check #4 – Contract Award and Phase Gate Check #4a – Finance Plan Update.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Phase Gate Approval of FY22 Fire Safety Systems Program (Project # 0652-22-01): Gate #4 – Contract Award; Gate #4A – Finance Plan Update

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY22 Fire Safety Systems Program at the following phase gate(s):
 - a. Gate #4: Contract Award
 - b. Gate #4a: Finance Plan Update
2. This contract provides fire safety systems work at Maxfield.
3. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning #1A – Finance Update	March 23, 2021
#2 – Project Charter (Predesign) #2A – Finance Update	N/A
#3 – Schematic Design #3A – Finance Update	June 22, 2021 (Current)
#4 – Contract Award #4A – Finance Update	June 22, 2021 (Current)
#5 – Project Close-Out #5A – Finance Update	Fall 2022 (anticipated)

4. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Spent to Date	Percent Spent
\$4,072,000	\$0	\$0	0%

5. The following bid was received per the terms and conditions of U of M 01-444-15-0914.CF

Lump Sum Base Bid

Nasseff Mechanical Contractors.....\$248,700

6. The bid will be reviewed by Jamie Atkins, Purchasing Manager.
7. A summary of current and anticipated funding is as follows:

Funding Source	Issuance	Amount	Date Issued
Health&Safety Bonds	2021B	\$3,702,000	June 17,2021
LTFM FY23	n/a	\$370,000	

8. Project cash flow schedule has been reviewed and approved by the District Finance Office.
9. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
10. This item is submitted by Tom Parent, Director of Facilities; Arleen Schilling, Controller; Marie Schrul, Chief Financial Officer; and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize award of FY22 Fire Safety System to Nasseff for the lump sum base bid for \$248,700 at Phase Gate Check #4 – Contract Award and Phase Gate Check #4a – Finance Plan Update.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Phase Gate Approval of FY22 Fire Safety Systems Program (Project # 0652-22-01): Gate #4 – Contract Award; Gate #4A – Finance Plan Update

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY22 Fire Safety Systems Program at the following phase gate(s):
 - a. Gate #4: Contract Award
 - b. Gate #4a: Finance Plan Update
2. This contract provides fire safety systems work at Murray.
3. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning #1A – Finance Update	March 23, 2021
#2 – Project Charter (Predesign) #2A – Finance Update	N/A
#3 – Schematic Design #3A – Finance Update	June 22, 2021 (Current)
#4 – Contract Award #4A – Finance Update	June 22, 2021 (Current)
#5 – Project Close-Out #5A – Finance Update	Fall 2022 (anticipated)

4. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Spent to Date	Percent Spent
\$4,072,000	\$0	\$0	0%

5. The following bid was received per the terms and conditions of State of Minnesota Contract #F-556(5)

Lump Sum Base Bid

Egan.\$273,895

6. The bid will be reviewed by Jamie Atkins, Purchasing Manager.
7. A summary of current and anticipated funding is as follows:

Funding Source	Issuance	Amount	Date Issued
Health & safety Bonds	2021B	\$3,702,000	June 17,2021
LTFM FY23	n/a	100 \$370,000	

8. Project cash flow schedule has been reviewed and approved by the District Finance Office.
9. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
10. This item is submitted by Tom Parent, Director of Facilities; Arleen Schilling, Controller; Marie Schrul, Chief Financial Officer; and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize award of FY22 Fire Safety System to Egan for the lump sum base bid for \$273,895 at Phase Gate Check #4 – Contract Award and Phase Gate Check #4a – Finance Plan Update.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: June 22, 2021

TOPIC: Phase Gate Approval of Nokomis Montessori Magnet North Playground
(Project # 1180-22-01): Gate #3 – Project Budget; Gate #3A – Finance Plan
Update; Gate #4 – Contract Award; Gate #4A – Finance Plan Update

A. PERTINENT FACTS:

1. This agenda item seeks approval for the Nokomis Montessori Magnet North Playground project at the following phase gate(s):
 - a. Gate #3 – Project Budget / Proceed to Bidding
 - b. Gate #3a – Finance Plan Update
 - c. Gate #4: Contract Award
 - d. Gate #4a: Finance Plan Update
2. This contract provides playground equipment and poured-in-place surfacing for the playground at Nokomis Montessori Magnet North.
3. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning #1A – Finance Update	March 23, 2021
#2 – Project Charter (Predesign) #2A – Finance Update	N/A – does not exist for projects of this size
#3 – Schematic Design #3A – Finance Update	June 22, 2021 (Current)
#4 – Contract Award #4A – Finance Update	June 22, 2021 (Current)
#5 – Project Close-Out #5A – Finance Update	August 30, 2021 (anticipated)

4. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Spent to Date	Percent Spent
\$418,000	\$0	\$0	\$0

5. This work was originally planned for FY24, but emerging issues on the condition and safety of the current play structure require re-prioritization.
6. The following bid was received per the terms and conditions of Minnesota State Contract #119795

Lump Sum Base Bid
Flagship Recreation.....\$232,274

7. The bid will be reviewed by Jamie Atkins, Purchasing Manager.

8. A summary of current and anticipated funding is as follows:

Funding Source	Issuance	Amount	Date Issued
Capital Bonds	2021A	\$388,000	6/17/2021
LTFM FY22	n/a	\$30,000	

9. Project cash flow schedule has been reviewed and approved by the District Finance Office.
10. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
11. This item is submitted by Tom Parent, Director of Facilities; Arleen Schilling, Controller; Marie Schrul, Chief Financial Officer; and Jackie Turner, Chief Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize award of playground equipment and poured-in-place surfacing for the playground at Nokomis Montessori Magnet North to Flagship Recreation for the lump sum base bid for \$232,274 at Gate #3 – Project Budget, Phase Gate #3A – Finance Plan Update, Gate Check #4 – Contract Award, and Phase Gate Check #4a – Finance Plan Update.



Business & Financial Affairs
Independent School District 625

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June 17, 2021

To: Board of Directors, Saint Paul Public Schools

From: Marie Schrul, Chief Financial Officer

Subject: Financial Projection Report for the period ending April 30, 2021

104

Attached are the following items for discussion at the regular meeting of the Board of Education on Tuesday, June 22, 2021:

- Highlights of the Financial Projection report
- Financial Projection report for the period ending April 30, 2021
- Glossary of financial terms

I look forward to our discussion on this topic at Tuesday's meeting.

BOE Action Item

Recommendation: Acceptance of the Financial Projection report for the period ending April 30, 2021

**SAINT PAUL PUBLIC SCHOOLS
QUARTERLY FINANCIAL REPORT**

FOR THE PERIOD ENDING

April 30, 2021

April 30, 2021 Financial Projection Report

The April 30, 2021 Financial Projection Report is an update to the Board of Education on the current fiscal year 2020-21 budget and it includes a projection of Revenue, Expenditures and Fund Balance as of April 30, 2021.

A budget is a living, viable document. Once the budget is adopted in June, the Board is asked 3 times during the following year to look at and approve the changes that occur in the District's revenue and expenditures in each of the 7 funds. The final determination, by fund, occurs each fall, following the acceptance of the audit report.

Reminder: the Governmental Accounting Standards Board, known as GASB 54, prescribes the fund balance accounts within the General Fund. The unassigned fund balance in the General Fund is required to maintain a balance of 5% as referred to in Board policy. The fund balance in the Food Service fund is controlled by federal USDA regulations.

Highlights in the report include the following:

Page 1

General Fund: The General Fund includes five fund balance categories. Please refer to the financial definitions sheet for descriptions of fund balances.

Revenue is projected to be \$0.2 million more than the Revised Budget. The FY21 Revised Budget and the April Projection both take into account the current year student enrollment decline, extended time loss, intraschool student revenue decrease and other miscellaneous revenue adjustments, that were previously approved by the Board.

Expenditures are projected to be \$37.8 million less than budgeted, resulting from programming expenditure changes while in distance learning during COVID-19. Some areas such as: ALC, ALC Summer school 2020, afterschool programs, Intraschool student activities, Athletics, transportation & Voluntary Pre-K experienced fluctuations in either enrollment or service levels, which resulted in planned expenditure revisions to account for revenue loss. Spending has increased since students returned to classrooms, but not to the levels of pre-COVID-19.

These changes result in a projected unassigned fund balance of 5.7%, which is within the 5% Board of Education policy.

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General Fund – Fully Financed: Revenue is projected to be \$68.3 million, or \$1.6 million less than budgeted, due to changes in grant funding. Additional grant activity through May 28, 2021 is reflected in this projection. Due to the nature of Fully Financed budgets, revenues should equal expenditures.

SPPS received three Coronavirus Aid, Relief & Economic Security Act (CARES Act) funding allocations totaling approximately \$34.6 million: Coronavirus Relief Funds (CRF), Elementary & Secondary School Emergency Relief Fund (ESSER I) and the Governor's Emergency Education Relief Fund (GEER I). At the time of this projection, the district had received \$10.2 million of CRF revenue, and is projecting to receive \$7.4 million of ESSER I and \$2 million of GEER I revenue by the end of the fiscal year. These amounts are reflected in the above totals. CARES Act (CRF) revenue and expenditures are reported separately in the Food Service & Community Service funds as part of the CARES Act guidance from the Minnesota Department of Education (MDE).

Expenditures are projected to be \$68.3 million, or \$6.1 million more than budgeted, due to new Coronavirus Aid, Relief, and Economic Security Act (CARES Act) expenditures of \$19.6 million and other new grants. A final year end budget revision will be submitted to the Board for approval.

Fund Balance is projected to remain at \$0.2 million.

Highlights of the April 30, 2021 Financial Projection Report (continued)

Page 3

Food Service Fund: Revenue is projected to be \$48.2 million, or \$1.0 million less than budgeted. Meals were reimbursed through the United States Department of Agriculture's Summer Food Service Program and the Child and Adult Care Food Program.

Included in the revenue amount above, the Food Service fund utilized \$1.3 million of CARES Act funding to assist with COVID-19 efforts, of which \$0.3 million was from district Coronavirus Relief Funds (CRF).

Expenditures are projected to be \$44.5 million, or \$1.8 million less than budgeted, which correlates to the decrease in school meals described above.

Included in the expenditure amount above is \$1.3 million of CARES Act expenditures.

Fund Balance is projected to be \$12.5 million, an increase of \$5.6 million from FY20. Inventory accounts for approximately \$3 million of fund balance.

This amount is close to the allowable limit of the highest 3 months expenditures. The impact of the pandemic on the remaining months of school and the meal service will greatly affect the projection. ¹⁰⁷

*The total of \$12.5 million includes a transfer into the Food Service Fund of \$1.9 million, as a result of a review recommended by the District's auditors in the FY20 Management Report and a MDE review recommendation.

Page 4

Community Service Fund: Revenue is projected to be \$21.1 million, or \$1.7 million less than budgeted. The revenue decline is largely attributed to lower than anticipated fee collections from Discovery Club, Community Programs, Adult Basic Education, as a result of Covid-19.

Included in the revenue amount above, the Community Service fund received \$2.8 million in COVID-19 funding.

Expenditures are projected to be \$23.2 million, or \$0.3 million more than budgeted. Due to COVID-19 and distance learning, facilities and staffing were consolidated due to lower demand for community services. The Voluntary Pre-Kindergarten (VPK) program expenditures are projected to increase by \$0.7 million.

Included in the expenditure amount above, the Community Service fund is projected to spend \$2.8 million in COVID-19 funding to offset some of the Essential Kid Care program costs.

Fund Balance is projected at \$1.3 million, a decrease of \$2.1 million from FY20, with the majority resulting from lower revenue collections due to the effects of COVID-19, particularly in Discovery Club. Fund balance is being used to cover revenue shortfalls that are not covered by COVID-19 funding sources.

Page 5

Community Service Fund – Fully Financed: Revenue is projected to be \$5.0 million, or \$0.9 million less than budgeted, due to fewer expenditures in grants and State funded programs. Grant revenue is dependent upon expenditure activity.

Expenditures are projected to be \$5.0 million, or \$0.9 million less than budgeted, mainly in contracts and supplies for Early Childhood programs and federal Community Learning Center grants.

Fund Balance is projected to remain at \$0.5 million.

Highlights of the April 30, 2021 Financial Projection Report (continued)

Page 6

Building Construction Fund: Revenue is projected at \$23.4 million as of 4/30/21. The certified pay 21 levy included plans for the sale of the annual \$15 million in Capital Bonds, which occurred on 05/20/21.

The certified levy also included funding for an estimated \$52 million in Certificates of Participation and Long Term Facility Maintenance (LTFM) Bonds. \$28 million in LTFM Bonds were sold on 5/20/21, as well as \$8.4 million of Certificates of Participation. The sale of the remaining certificates was placed on hold until a later date.

Expenditures are projected at \$54.6 million as of 4/30/2021. The difference between budget and projected expenditures is the balance of encumbered obligations from June 30, 2020 for which fund balance was reserved.

Fund Balance of \$58.7 million is projected as of 4/30/2021.

Page 7

Debt Service Fund: Revenue is projected to be as budgeted with proceeds from the certified Debt Service levy, state aids and rent from district properties and cell towers.

2020D Bonds were issued to refund School Building Bonds 2012A and 2012B in the amount of \$24.9 million and 108 2020E Bonds were issued to refund School Building Bonds 2013A in the amount \$15.6 million. These refundings will net taxpayers a savings of approximately \$4.1 million dollars over the life of the bonds.

Total expenditures of \$93.1 million reflect the bond payment schedules along with escrow payments for bond refundings. Debt service expenditures have increased by 10% as compared to FY20.

Fund Balance is projected to decrease by \$0.3 million.

Saint Paul Public Schools
General Fund
Results of Operations
Budgeted vs. Projected Actuals as of April 30, 2021

	Revised Budget	Projected Actuals	Net Change	
			Dollar	Percent
Fund Balance 7/1/2020		\$108,276,831		
Revenue	564,723,276	564,875,481	152,205	0.0%
Expenditures	595,869,679	558,058,177	37,811,502	6.3%
Fund Balance 6/30/2021		\$115,094,135		

Revenue

Revenue is projected to be \$0.2 million more than the Revised Budget. The FY21 Revised Budget and the April Projection both take into account the current year student enrollment decline, extended time loss, intraschool student revenue decrease and other miscellaneous revenue adjustments, that were previously approved by the Board.

Expenditures

Expenditures are projected to be \$37.8 million less than budgeted, resulting from programming expenditure changes while in distance learning during COVID-19. Some areas such as: ALC, ALC Summer school 2020, afterschool programs, Intraschool student activities, Athletics, transportation & Voluntary Pre-K experienced fluctuations in either enrollment or service levels, which resulted in planned expenditure revisions to account for revenue loss. Spending has increased since students returned to classrooms, but not to the levels of pre-COVID-19.

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Fund Balance Details

	7/1/2020	6/30/2021	Increase (Decrease)
Nonspendable			
Inventory and Prepaid Expense	1,455,551	1,600,000	144,449
	1,455,551	1,600,000	144,449
Restricted			
Student Activities	267,893	250,000	(17,893)
Area Learning Center (ALC)	3,453,174	500,000	(2,953,174)
Achievement and Integration	436,300	0	(436,300)
Basic Skills Extended Time	1,066,123	1,066,123	0
OPEB Revocable Trust	42,952,199	50,400,000	7,447,801
	48,175,688	52,216,123	4,040,435
Committed			
Severance Pay	3,038,018	3,038,018	0
	3,038,018	3,038,018	0
Assigned			
Contractual Obligations	2,338,170	2,500,000	161,830
Strategic Plan Initiatives	3,843,304	5,500,000	1,656,696
Site Based Operations	14,478,724	14,500,000	21,276
Intraschool Activities	3,016,776	3,000,000	(16,776)
	23,676,974	25,500,000	1,823,026
Unassigned			
Long Term Facilities Mtc (LTFM)	(2,657,022)	(2,657,022)	0
Unassigned	34,587,622	35,397,016	809,394
Total Fund Balance	\$108,276,831	\$115,094,135	\$6,817,304

- Unassigned fund balance is estimated to be \$35.6 million (includes Gen Fund Fully Financed).
- Projected UFARS General Fund expenditures for the year are \$626.4 million (includes Gen Fund Fully Financed).
- Unassigned fund balance on 06/30/21 of \$35.6 million represents 5.7% of current year expenditures, which is within the limit of current Board policy.

Saint Paul Public Schools
Fully Financed General Fund
Results of Operations
Budgeted vs. Projected Actuals as of April 30, 2021

	Revised Budget	Projected Actuals	Net Change	
			Dollar	Percent
Fund Balance				
7/1/2020		\$153,007		
Revenue	69,926,318	68,338,778	(1,587,540)	(2.3%)
Expenditures	62,251,602	68,338,778	(6,087,176)	(9.8%) ¹¹⁰
Fund Balance				
6/30/2021		<u><u>\$153,007</u></u>		

Revenue

Revenue is projected to be \$68.3 million, or \$1.6 million less than budgeted, due to changes in grant funding. Additional grant activity through May 28, 2021 is reflected in this projection. Due to the nature of Fully Financed budgets, revenues should equal expenditures.

SPPS received three Coronavirus Aid, Relief & Economic Security Act (CARES Act) funding allocations totaling approximately \$34.6 million: Coronavirus Relief Funds (CRF), Elementary & Secondary School Emergency Relief Fund (ESSER I) and the Governor's Emergency Education Relief Fund (GEER I). At the time of this projection, the district had received \$10.2 million of CRF revenue, and is projecting to receive \$7.4 million of ESSER I and \$2 million of GEER I revenue by the end of the fiscal year. These amounts are reflected in the above totals. CARES Act (CRF) revenue and expenditures are reported separately in the Food Service & Community Service funds as part of the CARES Act guidance from the Minnesota Department of Education (MDE).

Expenditures

Expenditures are projected to be \$68.3 million, or \$6.1 million more than budgeted, due to new Coronavirus Aid, Relief, and Economic Security Act (CARES Act) expenditures of \$19.6 million and other new grants. A final year end budget revision will be submitted to the Board for approval.

Fund Balance

Fund Balance is projected to remain at \$0.2 million.

Saint Paul Public Schools
Food Service Fund
Results of Operations
Budgeted vs. Projected Actuals as of April 30, 2021

	Revised Budget	Projected Actuals	Net Change	
			Dollar	Percent
Fund Balance				
7/1/2020		\$6,964,345		
Revenue	49,229,480	48,242,850	(986,630)	(2.0%)
Expenditures	46,316,790	44,559,765	1,757,025	3.8%
Fund Balance				
6/30/2021		<u><u>\$12,542,117</u></u> *		

Revenue

Revenue is projected to be \$48.2 million, or \$1.0 million less than budgeted. Meals were reimbursed through the United States Department of Agriculture's Summer Food Service Program and the Child and Adult Care Food Program.

Included in the revenue amount above, the Food Service fund utilized \$1.3 million of CARES Act funding to assist with COVID-19 efforts, of which \$0.3 million was from district Coronavirus Relief Funds (CRF).

Expenditures

Expenditures are projected to be \$44.5 million, or \$1.8 million less than budgeted, which correlates to the decrease in school meals described above.

Included in the expenditure amount above is \$1.3 million of CARES Act expenditures.

Fund Balance

Fund Balance is projected to be \$12.5 million, an increase of \$5.6 million from FY20. Inventory accounts for approximately \$3 million of fund balance.

This amount is close to the allowable limit of the highest 3 months expenditures. The impact of the pandemic on the remaining months of school and the meal service will greatly affect the projection.

*The total of \$12.5 million includes a transfer into the Food Service Fund of \$1.9 million, as a result of a review recommended by the District's auditors in the FY20 Management Report and a MDE review recommendation.

**Saint Paul Public Schools
Community Service Fund
Results of Operations
Budgeted vs. Projected Actuals as of April 30, 2021**

	<u>Revised Budget</u>	<u>Projected Actuals</u>	<u>Net Change</u>		
			<u>Dollar</u>	<u>Percent</u>	
Fund Balance					
7/1/2020		\$3,344,104			
Revenue	22,734,807	21,077,717	(1,657,090)	(7.3%)	
Expenditures	22,917,043	<u>23,171,186</u>	(254,143)	(1.1%)	112
Fund Balance					
6/30/2021		<u><u>\$1,250,635</u></u>			

Revenue

Revenue is projected to be \$21.1 million, or \$1.7 million less than budgeted. The revenue decline is largely attributed to lower than anticipated fee collections from Discovery Club, Community Programs, Adult Basic Education, as a result of Covid-19.

Included in the revenue amount above, the Community Service fund received \$2.8 million in COVID-19 funding.

Expenditures

Expenditures are projected to be \$23.2 million, or \$0.3 million more than budgeted. Due to COVID-19 and distance learning, facilities and staffing were consolidated due to lower demand for community services. The Voluntary Pre-Kindergarten (VPK) program expenditures are projected to increase by \$0.7 million.

Included in the expenditure amount above, the Community Service fund is projected to spend \$2.8 million in COVID-19 funding to offset some of the Essential Kid Care program costs.

Fund Balance

Fund Balance is projected at \$1.3 million, a decrease of \$2.1 million from FY20, with the majority resulting from lower revenue collections due to the effects of COVID-19, particularly in Discovery Club. Fund balance is being used to cover revenue shortfalls that are not covered by COVID-19 funding sources.

Saint Paul Public Schools
Fully Financed Community Service Fund
Results of Operations
Budgeted vs. Projected Actuals as of April 30, 2021

	Revised Budget	Projected Actuals	Net Change	
			Dollar	Percent
Fund Balance				
7/1/2020		\$457,844		
Revenue	5,912,158	5,018,354	(893,804)	(15.1%)
Expenditures	5,912,158	5,018,354	893,804	15.1%
Fund Balance				
6/30/2021		<u>\$457,844</u>		

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Revenue

Revenue is projected to be \$5.0 million, or \$0.9 million less than budgeted, due to fewer expenditures in grants and State funded programs. Grant revenue is dependent upon expenditure activity.

Expenditures

Expenditures are projected to be \$5.0 million, or \$0.9 million less than budgeted, mainly in contracts and supplies for Early Childhood programs and federal Community Learning Center grants.

Fund Balance

Fund Balance is projected to remain at \$0.5 million.

**Saint Paul Public Schools
Building Construction Fund
Results of Operations
Budgeted vs. Projected Actuals as of April 30, 2021**

	Revised Budget	Projected Actuals	Net Change	
			Dollar	Percent
Capital Bond Issues		\$10,015,980		
PY Certificates of Participation		79,874,984		
Fund Balance 7/1/2020		89,890,964		
Capital Bond Issues	15,000,000	15,000,000	0	0.0%
Certificates of Participation	70,000,000	8,425,000	(61,575,000)	(88.0%)
Revenue	85,000,000	23,425,000		114
Capital Bond Issues	15,000,000	19,481,048	(4,481,048)	(29.9%)
Certificates of Participation	35,555,599	35,147,801	407,798	1.1%
Expenditures	50,555,599	54,628,849		
Capital Bond Issues		5,534,932		
Certificates of Participation		53,152,183		
Fund Balance 6/30/2021		\$58,687,115		

Revenue

Revenue is projected at \$23.4 million as of 4/30/21. The certified pay 21 levy included plans for the sale of the annual \$15 million in Capital Bonds, which occurred on 05/20/21.

The certified levy also included funding for an estimated \$52 million in Certificates of Participation and Long Term Facility Maintenance (LTFM) Bonds. \$28 million in LTFM Bonds were sold on 5/20/21, as well as \$8.4 million of Certificates of Participation. The sale of the remaining certificates was placed on hold until a later date.

Expenditures

Expenditures are projected at \$54.6 million as of 4/30/2021. The difference between budget and projected expenditures is the balance of encumbered obligations from June 30, 2020 for which fund balance was reserved.

Fund Balance

Fund Balance of \$58.7 million is projected as of 4/30/2021.

Saint Paul Public Schools
Debt Service Fund
Results of Operations
Budgeted vs. Projected Actuals as of April 30, 2021

	Revised Budget	Projected Actuals	Net Change	
			Dollar	Percent
Fund Balance		\$9,609,547		
Escrow Balance		33,873,613		
Fund Balance 7/1/2020		43,483,160		
Revenue	48,893,571	48,893,571	0	0.0%
Refunding - Escrow*	43,955,217	43,955,217	0	0.0%
Revenue	92,848,788	92,848,788		
Expenditures	48,491,483	47,843,121	648,362	1.3%
Escrow Payments	45,257,728	45,257,728	0	0.0%
Expenditures	93,749,211	93,100,849		
Fund Balance 6/30/2021		10,659,997		
Escrow Balance		32,571,102		
Fund Balance 6/30/2021		\$43,231,099		

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Revenue

Revenue is projected to be as budgeted with proceeds from the certified Debt Service levy, state aids and rent from district properties and cell towers.

Refunding - Escrow Activity*

2020D Bonds were issued to refund School Building Bonds 2012A and 2012B in the amount of \$24.9 million and 2020E Bonds were issued to refund School Building Bonds 2013A in the amount \$15.6 million. These refundings will net taxpayers a savings of approximately \$4.1 million dollars over the life of the bonds.

Expenditures

Total expenditures of \$93.1 million reflect the bond payment schedules along with escrow payments for bond refundings. Debt service expenditures have increased by 10% as compared to FY20.

Fund Balance

Fund Balance is projected to decrease by \$0.3 million.

Saint Paul Public Schools

Projection Report Financial Definitions

Reporting Funds

General Fund

- Consists of all activities that are not accounted for in a special purpose fund. The activities include all regular and special education classroom activities, student and district support services, as well as building and grounds operations and maintenance

General Fund Fully Financed

- Contains budgets with outside funding sources and specific uses. An outside funding source is either a private, state or federal grant or contract for services
- Most grants and contracts require specific financial reporting to ensure that funds are expended within the agreement's terms and conditions

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Food Service Fund

- Must be established in a district that maintains a food service program for students
- Food Services are those activities which have as their purpose the preparation and serving of regular and incidental meals, lunches and snacks in connection with school activities

Community Service Fund

- Must be established in a district that provides services to residents in the areas of: Adult Basic Education, Early Childhood Family Education, School Readiness, School Age Care, Adults with Disabilities, general enrichment, youth and senior programs, recreation and other similar services

Community Service Fully Financed

- Contains budgets with outside funding sources and specific uses. An outside funding source is either a private, state or federal grant, or contract for services
- Most grants and contracts require specific financial reporting to ensure that funds are expended within the agreement's terms and conditions

Construction Fund

- Records financial activity relating to a building construction program resulting from the sale of general obligation bonds or certificates of participation by a School District
- Building Construction funds are held in trust and expended only for authorized projects
- Resources may be used for general construction, building additions, architectural and engineering costs or equipment

Debt Service Fund

- Must be established in a district that has outstanding bonded indebtedness, for building construction or operating capital
- Must record activity for initial or refunded bonds. The School Board may authorize the investment of debt funds in certain types of securities as specified by law. The earnings accrued from such investments become a part of the Debt Service Fund

Governmental Accounting Standards Board (GASB) 54 Fund Balance Designations and Definitions

Non-Spendable Fund Balance

- includes amounts not in spendable form (inventory, prepaid expenditures) or
- amounts that are legally or contractually required to be maintained intact

Restricted Fund Balance

- includes amounts that are subject to externally enforceable legal restrictions outside the control of the local government (ex: OPEB trust, ALC)

Committed Fund Balance

- includes amounts constrained for a specific purpose by a government using its highest decision-making authority (School Board). Action by the same group would be required to change the constraints placed on these resources. The action to commit fund balances must occur prior to fiscal year end (ex: Severance)

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Assigned Fund Balance

- includes amounts constrained with the intent to be used for a specific purpose. Intent is expressed by the School Board or by a body (committee) or individual authorized by the governing body (ex: School Carryover, Strategic Plan Initiatives, Contractual Obligations which are mainly encumbrances, i.e. purchase orders that are pending, but not paid by 6/30)

Unassigned Fund Balance

- includes amounts not classified as non-spendable, restricted, committed or assigned
- Board Policy sets the minimum at 5% of the annual General Fund expenditures for that fiscal year



FY22 Proposed Budget Board of Education

Marie Schrul, Chief Financial Officer
June 22, 2021

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Purpose

To present the proposed FY22 Budget to the Board of Education for adoption

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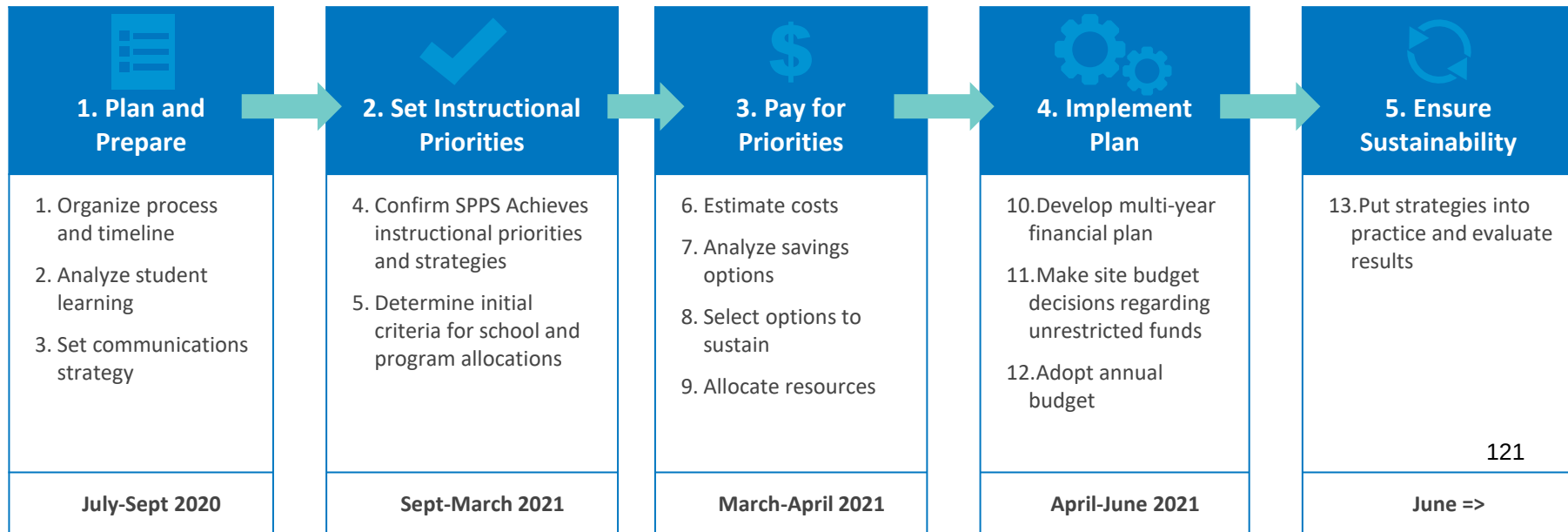
FY22 Budget: Influencing Factors

- The FY22 Proposed Budget is a baseline budget for next school year
- A FY22 projected budgetary enrollment decline of 1,100 students impacted revenue & school allocations
- Inflation (salaries, benefits, transportation, insurance)
- Contractual obligations
- Legislative session may require a future budgetary adjustment
- Maintaining smaller schools & programs
- Bond Ratings
- Federal COVID-19 Funding

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Budget Process

We committed to an ongoing, priority-based budget process for the 2021-22 budget





1. Plan and
Prepare

FY22 Revenue Projection: General Fund

General Fund Revenue	FY 2020-21 Adopted	FY 2021-22 Projected	Difference
State Revenue	\$373,132,000	\$361,464,000	\$(11,668,000)
Levy	67,896,000	73,042,000	5,146,000
Comp Ed	62,383,000	60,291,000	(2,092,000)
Special Education	61,694,000	62,000,000	306,000
Other Revenue	17,673,000	14,814,000	(2,859,000)
Total	\$582,778,000	\$571,611,000	\$(11,167,000)

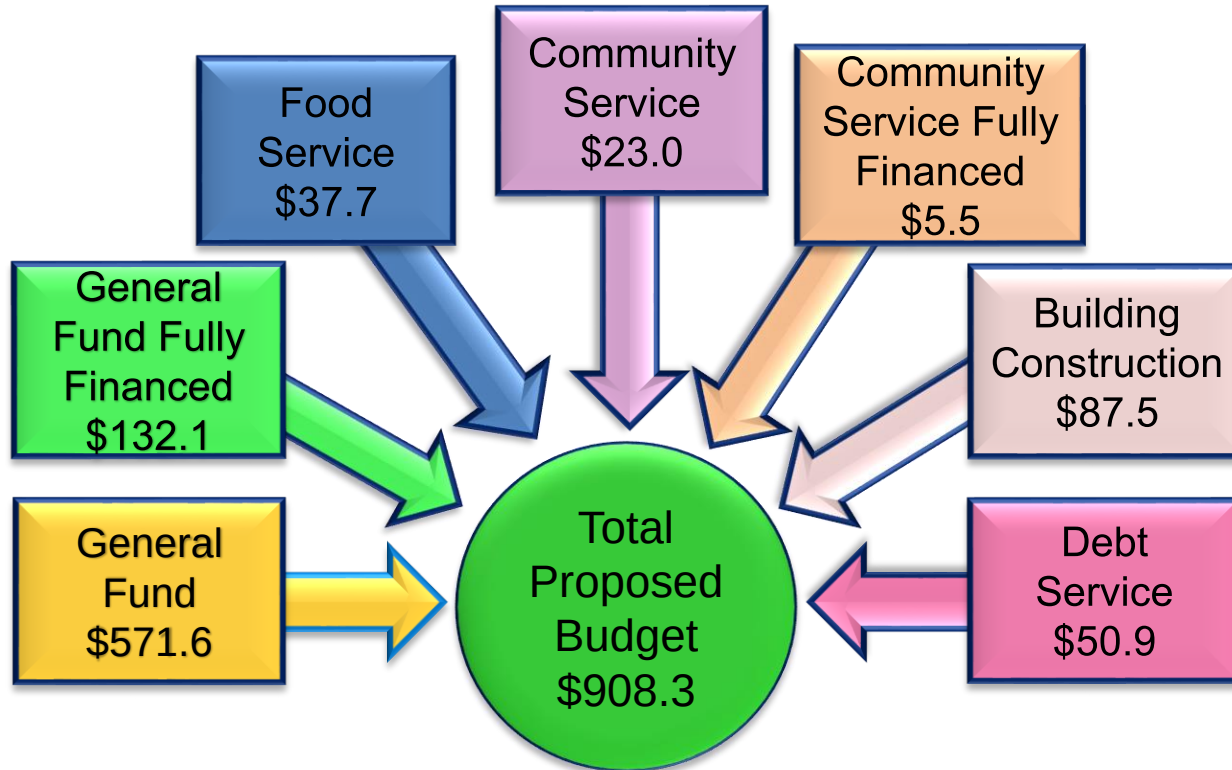
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FY22 Resource Allocations – General Fund

General Fund Investments	FY2020-21 Adopted Budget	FY2021-22 Proposed Budget
Individual Schools	\$253,051,000	\$249,944,000
School Support Services	208,820,000	208,695,000
District-wide Support	116,780,000	108,995,000
Administration	4,127,000	3,977,000
Total	\$582,778,000	\$571,611,000

FY22 Proposed Budget (Expenditures)



FY22 Proposed Budget amounts reflected in millions

4. Implement Plan

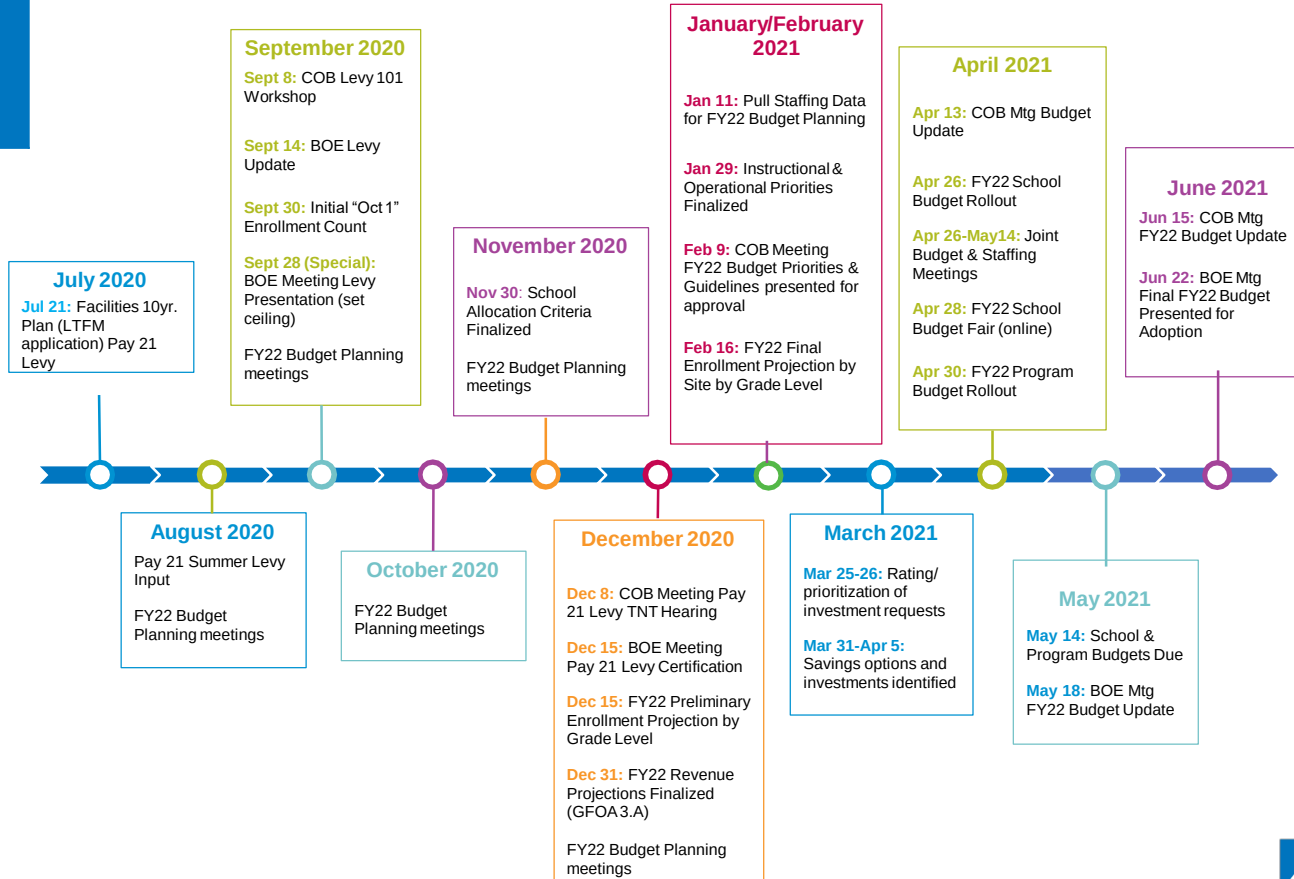
FY22 Proposed Budget Revenue and Expenditure Summary

	Estimated Beginning Fund Balance*	Revenue	Expense	Net Change in Fund Balance	Estimated Ending Fund Balance
General Fund	\$115,094,135	\$571,611,152	\$571,611,152	\$0	\$115,094,135
General Fund Fully Financed	153,007	132,157,152	132,157,152	0	153,007
Food Service	12,542,117	37,702,556	37,702,556	0	12,542,117
Community Service	1,250,635	22,989,646	22,976,829	12,817	1,263,452
Community Service Fully Financed	457,844	5,494,484	5,494,484	0	457,844
Building Construction	58,687,115	58,800,000	87,453,079	(28,653,079)	30,034,035 125
Debt Service	43,231,098	50,243,309	\$ 50,924,911	(681,602)	42,549,497
Total All Funds	\$231,415,951	\$878,998,299	\$ 908,320,163	(\$29,321,864)	\$202,094,087

* Estimated beginning fund balance is based on the April 30, 2021 quarterly report

4. Implement Plan

FY 2021-22 Budget Development Timeline (updated 6/7/21)



Questions?

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4. Implement Plan

Recommendation:
That the Board of Education adopt the FY22
Proposed Budget of \$908,320,163 as
presented

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Board of Education



Update to Policy 510.01 Students: Retention and Promotion

3rd Reading

Cedrick Baker, Chief of Staff

June 22, 2021

510.01 Students: Promotion and Retention

We are proposing to update current policy.

Why are we proposing to make updates?

- Outdated
- Does not align with current practice and values
- Elementary section:
 - Current policy states the principal makes the decision to retain and parents are consulted; this does not reflect our beliefs
 - Updated policy describes ongoing collaboration between parents/guardians and schools to guide decision-making. The decision-making does lie with the district and parents should be collaborative partners in the decision.
- Secondary section: the language around credit accrual is outdated

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510.01 Students: Promotion and Retention

Proposed updates to be made to the current policy:

- Rename policy to “Student Promotion, Retention, Acceleration and Program Design”
- Add guiding beliefs
- Define “promotion,” “retention,” “acceleration” and “program design.”
- Clarify on what basis the decision to promote, retain or accelerate is made
 - Promote: based on student achievement deemed acceptable by state and local standards
 - Retain: based on scholastic achievement, physical development, maturity and emotional factors; decision made by professional staff and parents
 - Acceleration: based on data showing exceptional performance, academic abilities and/or a previous retention decision being corrected
- Add language around guidelines for assessing and identifying students for participation in gifted and talented programs

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Copy of proposed Policy 510.01

See current policy [here](#).

See proposed policy [here](#).

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Vote to Approve Policy 510.01 Student: Retention and Promotion

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Update to Policy 812.00 School Emergency Management

2nd Reading

Cedrick Baker, Chief of Staff
June 22, 2021

812.00 School Emergency Management

We are proposing to update current policy.

Why are we proposing to make updates?

- Last reviewed in 2008
- New language has been added to statute.
- While our emergency management practices reflect the updated language and requirements set forth in statute, the current policy verbiage does not.

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812.00 School Emergency Management

Proposed updates to be made to the current policy:

- Add purpose statement
- Add verbiage that states the District emergency management plans and practices employ the National Incident Management System (NIMS) and Incident Command System (ICS).
- Add a statement that all school district staff will receive training on how to implement emergency management plans
- Add statement that, “Each individual school building must conduct at least five fire evacuation drills, five lockdown drills and one severe weather drill every school year. All students and staff in the school district shall receive instruction and participate in the drills.”

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Note: All school emergency management plans include accompanying procedures; however, those details will not be made public for safety reasons

812.00 School Emergency Management

See current policy [here](#).

See proposed policy [here](#).

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New Policy: Policy 619.00 Student Fundraising

1st Reading

Cedrick Baker, Chief of Staff

June 22, 2021

619.00: Student Fundraising

We are proposing to create a new policy around student fundraising.

Why are we proposing this policy?

- To establish parameters for student fundraisers sponsored by the School District, a school, school staff, or student activity groups.
- Currently, we only have a policy around charitable giving and campaigning, but no policy that addresses fundraising for students at the building level.
- Because of no policy, we have had issues on oversight, inconsistencies across buildings, compliance issues on how funds are handled.
- We have to account for every dollar raised.

This policy would allow us to put in checks and balances for fundraising at the school building level.

619.00: Student Fundraising

Policy is broken down into eight sections:

- I. Purpose
- II. General Statement of Policy
 - Key takeaway from this section: Student fundraising activities must: be compatible with the best interests of students, staff, and community; not detract from curricular activities; and, comply with all federal and state laws governing the holding and use of funds raised.
- I. Definitions
- II. General Requirements for General All Fundraising
 - Key takeaways from this section:
 - The Sponsor is responsible for obtaining permission from the Principal or Site Administrator, instructing students regarding fundraising activity conduct, and reporting the results of the activity to the Principal or Site Administrator.
 - All Student fundraising must be for the benefit of a school-sponsored activity. Student fundraising may not inure to the benefit of an identifiable student or employee. 140
 - No student will be denied the opportunity to participate fully in any school sponsored activity because the student or the student's family did not participate in student fundraising.

619.00: Student Fundraising

Sections continued...

V. Fundraising for Curricular Activities

- Key takeaway from this section: No fundraising activities may commence prior to approval by principal, site administrator and/or assistant superintendent

VI. Fundraising for Co-Curricular and Extracurricular Activities

- Key takeaway from this section: No fundraising activities may commence prior to approval by principal or site administrator

VII. Exceptions

- Exceptions can be applied to school stores, charitable giving campaigns and concessions

VII. Responsibility

- Policy applies to all employees and students of the district
- Principals/Site administrators are to inform/report all fundraising activities to Assistant Superintendents;
Assistant Superintendents are to inform Superintendent; Superintendent is to inform the Board¹⁴¹

619.00: Student Fundraising

See proposed policy [here](#).

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INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
360 Colborne Street

Proposed Policy:

Proposed Policy Revision:

Policy 510.01 - Students: Retention and Promotion

First Reading **April 20, 2021**_____

Second Reading **May 18, 2021**

Third Reading **June 22, 2021**

COMMENTS:

510.01 STUDENT PROMOTION, RETENTION, ACCELERATION AND PROGRAM DESIGN

I. PURPOSE

The purpose of this policy is to provide guidance to professional staff, parents and students regarding student promotion, retention, acceleration and program design.

II. GENERAL STATEMENT OF POLICY

The school board expects all students to achieve at an acceptable level of proficiency. Parental assistance, tutorial and support programs, counseling and other appropriate services shall be coordinated and utilized to the greatest extent possible to help students succeed in school.

The following are guiding beliefs as schools consider this policy:

1. Students should be educated with peers of the same age to promote social and emotional development.
2. Retention may be more harmful to the student both academically and socially/emotionally.
3. Students in special education should not be retained solely due to their disability.
4. Ongoing, consistent communication and partnership with families is essential regarding students' achievement in school.

A. Promotion

Students who achieve at levels deemed acceptable by local and state standards shall be promoted to the next grade level at the completion of each school year.

B. Retention

Retention of a student may be considered when professional staff and parents feel that it is in the best interest of the student. Physical development, maturity, and emotional factors shall be considered as well as scholastic achievement. The superintendent's decision shall be final.

C. Acceleration

Acceleration, as it relates to this policy, is defined as the advancement forward within a single-subject or a whole/entire grade, based on data showing exceptional performance, academic abilities and/or a previous retention decision being corrected.

D. Program Design

1. The superintendent, with participation of the professional staff and parents, shall develop and implement programs to challenge students that are consistent with the needs of students at every level. A process to assess and evaluate students for program assignment shall be developed in coordination with such programs. Opportunities for special programs and placement outside of the school district shall also be developed as additional options. All programs will be aligned with creating the World's Best Workforce, which is articulated through the SPPS Strategic Plan.

2. The School District will adopt guidelines for assessing and identifying students for participation in gifted and talented programs. The guidelines should include the use of:
 - a. multiple and and objective criteria; and
 - b. assessments and procedures that are valid and reliable, fair and based on current theory and research. Assessments and procedures should be sensitive to under-represented groups, including, but not limited to, low income, minority, twice-exceptional, and English learners.
3. The school district will adopt procedures for the academic acceleration of gifted and talented students. These procedures will include how the school district will:
 - a. assess a student's readiness and motivation for acceleration; and
 - b. match the level, complexity, and pace of the curriculum to a student to achieve the best type of academic acceleration for that student.
4. The School District will adopt procedures which describe the comprehensive evaluation in cognitive, social, and emotional development domains to help determine a child's ability to meet kindergarten grade expectations and progress to first grade in the subsequent year for early admission to kindergarten or first grade of gifted and talented learners. The procedures must be sensitive to under-represented groups.

Legal References:

Minn. Stat. § 120B.15 (Gifted and Talented Program)

Minn. Stat. § 123B.143, Subd. 1 (Superintendents)

Cross References:

510.00, Graduation

601.00, Educational Programming

601.01, Achievement

**INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
360 Colborne Street**

Proposed Policy:

Proposed Policy Revision:

Policy 812.00 School Emergency Management

First Reading May 18, 2021

Second Reading June 22, 2021

Third Reading

COMMENTS:

812.00 SCHOOL EMERGENCY MANAGEMENT

PURPOSE

In accordance with Minnesota statute, the School district will develop, adopt, and maintain a crisis management policy and plan to guide School District and building administration, staff, students, School Board members, District families and community members in responding to a wide range of potential crises within the School District.

STATEMENT OF POLICY

1. The school district shall have in place a school district ~~emergency operations~~**emergency management** plan created in consultation with local community response agencies and other appropriate individuals or groups likely to be involved in assisting with a school emergency and employing the National Incident Management System (NIMS) and the Incident Command System (ICS) at the district and building levels. This policy and the school district plan shall be reviewed and updated annually by the School District Director of Security & Emergency Management. Each principal and site coordinator, as well as representatives of local municipalities and appropriate emergency personnel, will receive a copy of the crisis management plan.
2. Individualized school ~~emergency response~~**all-hazard response** plans **aligned to the school district all-hazard plan** shall be developed by each school building in the district. This policy and the building plans shall be reviewed and updated ~~as appropriate~~**annually by the District Director of Security & Emergency Management**.
3. All school district staff shall receive school safety training including specific instruction on implementing the school district-wide plan and relevant individualized school plan.
4. Each individual school building will conduct at least five fire evacuation drills, five lockdown drills and one severe weather drill every school year. All students and staff in the school district shall receive instruction and participate in the drills.
3. 5. The Superintendent **or Superintendent's designee** shall create procedures for implementation of the District ~~Emergency Response~~**Emergency Management Plan** and the individualized school emergency management plans.

LEGAL REFERENCES:

Minn. Stat. § 121A.035 (Crisis Management Policy)

Minn. Stat. § 299F.30 (Fire Drill in School)

**INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
360 Colborne Street**

Proposed Policy:

Policy 619.00 Student Fundraising

Proposed Policy Revision:

First Reading

June 22, 2021

Second Reading

Third Reading

COMMENTS:

**Saint Paul Public Schools
360 Colborne Street
Saint Paul, Minnesota 55102
651-767-8149**

619.00 STUDENT FUNDRAISING

I. PURPOSE

The purpose of this policy is to establish the parameters for student fundraisers sponsored by the School District, a school, school staff, or student activity groups. This policy does not apply to non-school organizations that may choose to fundraise for the District, specific schools, programs, or activities.

II. GENERAL STATEMENT OF POLICY

The Board of Education recognizes that generating additional revenue in support of School District programs is often necessary and can enhance educational services for students. The Board of Education also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, and the public. Student fundraising activities must: be compatible with the best interests of students, staff, and community; not detract from curricular activities; and, comply with all federal and state laws governing the holding and use of funds raised.

III. DEFINITIONS

- A. "Curricular activities" are activities conducted by a school, school department, or class directly relating to the educational instruction, curriculum, and courses of study as prescribed by the Board of Education.
- B. "Co-curricular activities" are activities sponsored and directed by the school district and approved by the school district designed to provide opportunities for students to participate, on an individual or group basis, in school and public events for the improvement of skills.
- C. "Extra-curricular activities" are direct and personal services for pupils for their enjoyment that are managed and operated under the guidance of an adult or staff member. The board has charge of and control over all extracurricular activities.
- D. "Non-school organization" means any organization that is not under the management or control of the school. Such organizations include, but are not limited to, Parent Teacher Organizations (PTOs) and Booster Clubs.
- E. "Approved fund raising activity" shall mean a fund raising activity that is supervised by a Sponsor and approved by the appropriate school Principal or Site Administrator. It includes approved fund raising to support curricular, co-curricular, and extra-curricular activities. It does not include fund raising activities by parent groups, booster clubs, non-sanctioned student interest groups or activities, or other third parties.
- F. "Sponsor" shall mean the following person(s):

- a. The principal or site administrator for all-school curricular activities;
- b. The teacher or identified member of a team of teachers for classroom curricular activities;
- c. The coach or faculty advisor for the extra-curricular activity, co-curricular activity; and/or an adult person approved for this purpose by the Principal or site administrator for activities that lack a permanent coach or faculty advisor.

IV. GENERAL REQUIREMENTS FOR ALL FUNDRAISING

- A. All Sponsors, including teachers, student activity advisors, and coaches are responsible for following the appropriate financial accounting requirements for funds raised through curricular, co-curricular, and/or extra-curricular fundraising activities. The Sponsor is responsible for obtaining permission from the Principal or Site Administrator, instructing students regarding fundraising activity conduct, and reporting the results of the activity to the Principal or Site Administrator. The Sponsor is also responsible for informing the School District Business Office of the fundraising activity.
- B. The Superintendent may provide coordination of fundraising activities throughout the school district as deemed appropriate for the orderly operation of schools and meeting district academic guidelines.
- C. All Student fundraising must be for the benefit of a school-sponsored activity. Student fundraising may not inure to the benefit of an identifiable student or employee.
- D. Contracts for fundraising purposes must be executed by the Board of Education or under delegation of authority from the Board of Education.
- E. Participation in fundraising activities must be voluntary.
- F. No student will be denied the opportunity to participate fully in any school sponsored activity because the student or the student's family did not participate in student fundraising.
- G. Fundraising activities should primarily be done outside of school hours.
- H. Door-to-door fundraising activities shall be of a limited nature.
- I. Any fundraising activities permitted during the school day should be limited in number and must not be in conflict with federal or state regulations.
- J. Fundraising activities must be conducted in a manner that will not result in embarrassment or harassment of individual students, employees, the school or the District.
- K. All students participating in approved fundraising activities are expected to represent the School District, their school, and their community in a responsible manner. All district policies regarding student conduct and student discipline apply to fundraising activities.

- L. All employees who plan, supervise, coordinate, or participate in approved fundraising activities are expected to act in the best interests of the students and to represent the School District, school, and the community in a responsible manner.
- M. Participation in non-approved fundraising activities shall be considered a violation of district policy.

V. FUNDRAISING FOR CURRICULAR ACTIVITIES

- A. All-school fundraising for curricular activities must be sponsored by the School Principal or Site Administrator and approved by the appropriate Assistant Superintendent prior to commencement.
- B. Fundraising for curricular activities that do not involve the entire school shall be proposed to the Principal or Site Administrator by the teacher or teachers whose classes, student activity, or group will participate. The Principal or Site Administrator may approve or deny the proposal based on the following factors:
 - a. The scope of the fundraising project; including length of time, items sold, or method of solicitation;
 - b. The number of fundraising activities entered into by classes, groups or others that affect the school and its students during the school year; an
 - c. The appropriate nature of the fundraising activity given the age and understanding of the students involved.
- C. No fundraising activities may commence prior to approval.
- D. The sale or advertising of merchandise in the school buildings or upon the school grounds or as a school project for money-raising purposes may be limited by the Principal or Site Administrator as to number and time of year.

VI. FUNDRAISING FOR CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES

- A. Student groups may raise funds to support co-curricular and extra-curricular activities. These activities and projects should never be in conflict with the instructional program.
- B. Fundraising for co-curricular and/or extra-curricular activities must be requested by the coach, faculty advisor, or adult supervisor for the activity and forwarded to the Principal or Site Administrator.
- C. The Principal or Site Administrator shall approve or deny the proposal of any student group whether co-curricular or extra-curricular, including athletics, for any fundraising activity taking place on school grounds or in the school name using the same factors as for curricular fundraising.
- D. No fundraising activities may commence prior to approval.

VII. EXCEPTIONS

- A. School stores. Schools may operate school stores that offer for sale to students or employees simple school supplies and items emblematic of the school under the permission and supervision of the Principal or Site Administrator. Such stores shall not be considered a fundraising project under this Policy.
- B. Charitable Giving Campaigns. Principals may authorize charitable giving campaigns that solicit contributions from students in response to natural disasters or other charitable purposes so long as the campaign does not inure to the benefit of an identifiable student or employee. It is preferred that such charitable giving campaigns concentrate on non-monetary contributions, such as food, used or new toys and clothing. Monetary contributions should be limited to small-value coin collection. Prior parent notification is required for any charitable solicitation from students. Participation must be completely voluntary and not tied to any extrinsic reward system.
- C. Concessions. Concession sales connected to a student activity or student performance may be conducted with the permission and under the supervision of the Principal or Site Administrator.

VIII. RESPONSIBILITY

- A. This policy applies to all employees and students of the district.
- B. The Superintendent or designee may promulgate procedures for the implementation of this policy.
- C. The Principal or Site Administrator shall review fundraising requests with the Assistant Superintendent for input on the number of fundraisers to be conducted throughout the school year.
- D. The Principal or Site Administrator is responsible for reporting to the appropriate Assistant Superintendent of all fundraising activities approved on an annual basis, or as directed by the appropriate Assistant Superintendent.
- E. Assistant Superintendents are responsible to report to the Superintendent on fundraising activities conducted in the schools under their supervision.
- F. The Superintendent shall make fundraising information available to the Board of Education upon request of the Board.

LEGAL REFERENCES:

Minn.Stat. § 123B.34 to § 123B.36 (Minnesota Public School Fee Law)
Minn.Stat. § 123B.49 (Extracurricular Activities; Insurance)

CROSS REFERENCES:

SPPS Policy 422.00 (Solicitation of Staff)

BOARD OF EDUCATION | 2019-2021 MEETING DATES

	COB	BOE
TIME	4:30pm (unless otherwise noted)	Public Comment 5:30 Board of Education Meeting 6:05pm

2019-2020SY		
SEPT	9/10/2019	9/17/2019
OCT	10/15/2019	10/22/2019
NOV	11/12/2019	11/19/2019
DEC	12/3/2019	12/17/2019
JAN	1/7/2020 4:30 pm	1/7/2020 6:45 pm Annual Meeting
		1/21/2020
FEB	2/11/2020	2/18/2020
MAR	~~3/10/2020~~ 3/17/2020	3/24/2020
APR	4/7/2020	4/14/2020
MAY	5/5/2020	5/19/2020
JUNE	6/9/2020	6/9/2020 Special Non-Renewals 4:00 pm
		6/23/2020
JULY		7/21/2020
AUG	Wed. 8/5/2020 Wed. – National Night Out	8/18/2020

2020-2021SY		
SEPT	9/8/2020	9/22/2020

OCT	10/6/2020	10/20/2020
NOV	11/10/2020	11/17/2020

DEC	12/8/2020	12/15/2020
JAN	1/5/2021 4:30 pm	1/5/2021 6:05 pm Annual Meeting
		1/19/2021
FEB	2/9/2021	2/23/2021
MAR	3/9/2021	3/23/2021
APR	4/6/2021	4/20/2021
MAY	5/4/2021	5/18/2021
JUNE	6/8/2021 6/15/2021	6/8/2021 Special Non-Renewals 4:00 pm 6/15/2021 Special Non-Renewals 4:00 pm
		6/22/2021
JULY		7/20/2021
AUG	8/10/2021	8/24/2021

2021-2022SY

SEPT	9/7/2021	9/21/2021
OCT	10/5/2021	10/19/2021
NOV	11/9/2021	11/16/2021
DEC	12/7/2021	12/14/2021
JAN	1/4/2022	1/4/2022 6:05pm Annual Meeting 1/18/2022

FEB	2/8/2022	2/22/2022
MARCH	3/8/2022	3/22/2022
APRIL	4/5/2022	4/19/2022
MAY	5/10/2022	5/24/2022
JUNE	6/7/2022	6/7/2022 4:00pm Non-Renewals 6/21/2022
JULY	-----	7/19/2022
AUG	Wed. 8/10/2022	8/23/2022