



# **Saint Paul Public Schools**

## **Regular Meeting**

**Tuesday, January 21, 2014 5:30 PM**

**SAINT PAUL PUBLIC SCHOOLS  
INDEPENDENT SCHOOL DISTRICT NO. 625**

**BOARD OF EDUCATION**



**Mary Doran**  
*Chair*



**Keith Hardy**  
*Vice Chair*



**John Brodrick**  
*Clerk*



**Anne Carroll**  
*Treasurer*



**Jean O'Connell**  
*Director*



**Louise Seeba**  
*Director*



**Chue Vue**  
*Director*



**ADMINISTRATION**  
**Valeria S. Silva**  
*Superintendent*

**BOARD OF EDUCATION COMMITTEES**

**Committee of the Board – Keith Hardy, Vice Chair**

**SPPS VISION STATEMENT**

*Imagine every student*  
Inspired, challenged, and cared for by exceptional educators  
*Imagine your family*  
Welcomed, respected, and valued by exceptional schools  
*Imagine our community*  
United, strengthened, and prepared for an exceptional future  
**Saint Paul Public Schools: Where imagination meets destination**

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**MISSION of the Saint Paul Public Schools – PREMIER EDUCATION FOR ALL**

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**Long-Range Goals Adopted by the Board:**

**HIGH ACHIEVEMENT**

**Learners will understand the relationship between their lives and the lives of others,  
And the relevance of their educational experiences to their roles in society.**

**MEANINGFUL CONNECTIONS**

**Learners will understand the relationship between their lives and the lives of others,  
and the relevance of their educational experiences to their roles in society.**

**RESPECTFUL ENVIRONMENT**

**The learning environment will be safe, nurturing and equitable for our diverse learners.**

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**Saint Paul, Minnesota**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**Administration Building**  
**360 Colborne Street**

**January 21, 2014**  
**5:30 PM**

**A G E N D A**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PUBLIC COMMENT** (Time Certain 5:30 p.m.)
- IV. APPROVAL OF THE ORDER OF THE AGENDA**
  - A. Order of the Consent Agenda
  - B. Order of the Main Agenda
- V. APPROVAL OF THE MINUTES**
  - A. Minutes of the Regular Meeting of the Board of Education of December 17, 2013 6
  - B. Minutes of the Saint Paul Public Schools Board of Education Annual Meeting - January 7, 2014 23
- VI. COMMITTEE REPORTS**
  - A. Committee of the Board Meeting of January 14, 2014 28
- VII. RECOGNITIONS**
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- VIII. SUPERINTENDENT'S REPORT**
  - A. Negotiations Update
  - B. SSSC 2.0 Outreach 37
  - C. Human Resource Transactions 47
- IX. CONSENT AGENDA**

The Consent Agenda Items below fall under one or more of the following Strategic Plan Goals: 1) Achievement, 2) Alignment and 3) Sustainability.

  - A. Gifts
    - 1. Ecolab Foundation Gift to Humboldt High School 2014 57

2. Ratification of Gift Accepted from General Motors (GM) to the Saint Paul High School Automotive Program in the amount of \$18,270.00	58
3. Greater Twin Cities United Way Gift	59
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4. Monthly Operating Authority	67
5. Property Insurance	68
F. Bids	
X. <b>OLD BUSINESS</b>	
XI. <b>NEW BUSINESS</b>	
XII. <b>BOARD OF EDUCATION</b>	
A. Information Requests & Responses	
B. Items for Future Agendas	
C. Board of Education Reports/Communications	
XIII. <b>FUTURE MEETING SCHEDULE</b>	
A. Action to Schedule Special Closed Board of Education Meeting for Tuesday, December 9, 2014 for the Purpose of the Superintendent's Evaluation	
B. Action to Schedule Additional Board of Education Meetings	
1. Move October 28 COB meeting to November 18, prior to Board meeting on the same date	
2. Schedule additional dates for Closed Board meetings regarding Labor	

Negotiations

C. Board of Education Meetings (5:30 unless otherwise noted) 69

D. Committee of the Board Meetings (4:30 unless otherwise noted) 70

**XIV. ADJOURNMENT**

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**Saint Paul, Minnesota**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**December 17, 2013**

**I. CALL TO ORDER**

The meeting was called to order at 5:33 p.m.

**II. ROLL CALL**

PRESENT: Ms. O'Connell, Mr. Brodrick, Ms. Street-Stewart, Ms. Carroll, Ms. Doran,  
Ms. Seeba, Mr. Hardy, Superintendent Silva, Mr. Lalla, General Counsel  
and Ms. Polsfuss, Assistant Clerk.

**III. PUBLIC COMMENT**

- Amirah Coney – Introduced business and offered possibility for youth intern designers
- Abraham Rafowicz – Special needs kids and value of being in school
- Sally Rafowicz – Support for special needs kids particularly children of color
- Bob Zick -- Equality and Equity
- Tim Finnegan – MN Data Practice Statutes
- Kevin M – Need for security at a particular school
- Jeff Martin – St. Paul NAACP and concerned parent on suspensions

**III. APPROVAL OF THE ORDER OF THE AGENDA**

A. Order of the Consent Agenda

**MOTION:** Ms. Carroll moved, seconded by Mr. Hardy, the Order of the Consent Agenda be approved with the exception that Item B-5 Request for Permission to Submit a Request to Robins, Kaplan, Miller & Ciresi Foundation for Children was pulled for separate consideration and Items D2 CONSIDERATION of a Lease Agreement with the Center for Democracy and Citizenship at the Baker Center and D3 CONSIDERATION of a Lease Agreement with Community Action Partnership of Ramsey and Washington County Headstart at the Baker Center Continue Partnerships were moved to New Business.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

B. Order of the Main Agenda

**MOTION:** Ms. Carroll moved approval of the Main Agenda with the changes noted to New Business. Ms. Doran seconded the motion.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes

Mr. Hardy

Yes

## V. APPROVAL OF THE MINUTES

- A. Minutes of the Regular Meeting of the Board of Education of November 12, 2013
- B. Minutes of the Special Board of Education Pay 14 Levy Hearing December 3, 2013

**MOTION:**                **Ms. Street-Stewart moved approval of the Minutes of the Regular Meeting of the Board of Education of November 12, 2013 and the Special Board of Education Pay 14 Levy Hearing December 3, 2013. Ms. Doran seconded the motion.**

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

## VI. COMMITTEE REPORTS

- A. Committee of the Board Meeting of December 3, 2013

With a very full agenda, the meeting started with a brief update on the status of negotiations with the St. Paul Federation of Teacher.

Administration then provided an update on the progress being made in the development of the new Strong Schools Strong Communities Strategic Plan entitled SSSC 2.0.

This was followed by an update on various policies and procedures moving through the review/revision process.

The Board broke off the COB meeting to do their Levy Hearing on the Pay 14 Levy. As there was no one who wished to make comment, the COB meeting was reconvened.

The Special Education Department provided an in-depth overview of the inclusion of the Level III EBD students into the general education population. Staff, parents and a few students were also present to provide their input on how the program was working and its impact on the students.

The meeting ended with a Board Work Session that covered discussion on outside committee assignments, procedural issues related to the Annual Meeting and reminders about several upcoming events the Board would be involved in.

**MOTION:**                **Ms. Doran moved the Board of Education accept the report on December 3 Committee of the Board meeting and approve the minutes of that meeting as published**

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

## VII. RECOGNITIONS

### **BF 29537**      Acknowledgement of Good Work Provided by Outstanding District Employees and Departments

1. **Elona Street-Stewart, Board of Education Director**, for attaining the President's award from the Minnesota School Boards Association (MSBA) for 2013-14. The award is for completing 300 or more hours of attendance at MSBA and NSBA sponsored meetings and activities.
2. **Doug Revsbeck, Principal at Harding Senior High School**, has been selected as a representative of the Americas for the International Baccalaureate (IB) Diploma Programme Committee at The Hague in the Netherlands. He will participate in strategic planning and making decisions regarding curriculum, policy and change.
3. **Heidi Bernal, Principal at Adams Spanish Immersion**, for receiving the annual Association Division Leadership Award from the Minnesota Elementary Schools Principals Association. The award honors principals within each division who, through individual leadership and sustained effort, have made noteworthy contributions to the operation of effective school learning programs and to the advancement of the role of the elementary and middle level principals.

The Superintendent noted that three SPPS schools have been named as "Celebration Schools" by the Department of Education for the State of Minnesota. These schools are Harding Senior High, Linwood-Monroe Upper Campus and Washington Secondary. Celebration schools are the highest level of recognition offered by the Commissioner to Education.

**MOTION:**                      **Ms. Carroll moved the Board of Education recognize the staff acknowledged above for their contributions and outstanding work. Mr. Hardy seconded the motion.**

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

## VIII. SUPERINTENDENT'S REPORT

### A. Negotiations Update

The Superintendent stated SPPS is continuing to work with the St. Paul Federation of Teachers through the mediation/negotiation process. She indicated SPPS has reached six tentative agreements and encouraged the public to visit [spps.org/working\\_together](http://spps.org/working_together) for details. Several areas remain in mediation with conversation around initial proposals and counter proposals.

### B. School Choice Season

The 2014-15 School Choice Season begins in January with the Parent Fair on January 11 at St. Paul's River Centre, 2014. Schools have been provided with tools to enhance their school choice booths and school showcases. Advertising will begin soon in community newspapers, on bus sides and with ads on Google and Facebook. Marketing tools have been made available to all schools.

The school showcase dates have been pulled back and aligned so parents will be able to visits multiple schools in their area. All websites will be updated by January and video is being produced to target low enrollment schools. A video clip on Jie Ming Mandarin Academy was provided as an example of the videos being produced.



SPPS has initiated meetings with charter and some private schools to build a stronger alignment with them in order to provide a way for students to come back into SPPS at some point in their educational future. The School Selection Guide has gone to the printer, postcards about the School Choice Fair are in the mail and all SPPS websites have been updated with school choice information.

Bus transport is being made available to families from 360 Colborne, Sears's parking lot, the Sun Ray shopping mall, Skyline Towers, McDonough, Mt. Airy and Roosevelt Townhomes.

#### QUESTIONS/DISCUSSION:

- The Board praised the increase in conversations with charter schools.
- Was attendance at the meetings good? Response: All charters in St. Paul were invited and several chose to attend. The first meeting provided an introduction to the cooperative concept and allowed SPPS to hear from charters about what they wanted to discuss. The second session looked at the school choice season and after school opportunities.
- What was the response? Response: It was very positive and they appreciated SPPS reaching out.
- The Board indicated it would look forward to updates.
- Will the Charter schools participate in the Parent Fair? Response: Yes, as well as private schools.
- The Board stated the Parent Fair is a great public service provided and funded by SPPS for the community.

#### C. SSSC Monitoring: Achievement & Equity VisionCard (Part 2)

The Assistant Director of Research, Evaluation and Assessment (REA) indicated this report completes reporting on all achievement and equity measures. Page 1 of the VisionCard has already been presented at an earlier meeting. Part 2 will report on SY 12-13 MCA Growth, Early readers report (Mondo assessments - Milestone I), capstone measures (Milestone 7) and equity ratios to measure racial equity in the district.

VisionCards reflect progress on the SSSC continuous improvement model that focuses on outcomes and processes. They provide a summary of district-wide indicators of progress on the strategic plan and are grouped by theme.

Vision Level for the various items being measured in Part 2 is:

• MCA Growth (% of students making medium or high growth)	> 90%
• Mondo Assessment Proficiency K-2 (Milestone 1)	> 75%
• ACT Participation	> 75%
• ACT Composite Score of 21 or higher (Milestone 7)	> 75%
• AP Score 3 / IB Score 4 or higher (Milestone 7)	> 75%
• Four-year Cohort Completion Rate (Milestone 7)	> 80%
• Advanced Courses (Largest Percentage Gap Between Race/Ethnic Groups)	< 10%
• AP Tests (Largest Gap in Percent of Students with Score > 3)	< 10%
• IB Tests (Largest Gap in Percent of students with Score > 4)	< 10%
• Graduation – 4-Year Cohort Completion (Largest Percent Gap)	< 10%
• Gifted/Talented Identification (Highest Ratio)	< 2.0
• Special Education Referrals (Highest Ratio)	< 2.0
• Absences – Students with 11+ (Highest Ratio)	< 2.0
• Suspensions (Highest Ratio)	< 2.0

Measure levels are Intervene, Concern, Baseline, Progress and Vision.

MCA Growth shows fewer students made medium or high growth in reading which is down from 73% in 11-12 to 68% (Concern level) in 12-13. More students made growth in math which moved from 67% in 11-12 to 71% (Baseline) in 12-13.

The Early Readers Report (Mondo Bookshop Assessment – Spring 2013 shows no changes in levels from Spring 2012 results. Letter-sound correspondence in K and 1<sup>st</sup> grade and oral language in K, again reached Vision Level. Text level/comprehension in K and 1<sup>st</sup> grade and oral language in 1<sup>st</sup> grade came in at Baseline. 2<sup>nd</sup> grade results in both areas are at Progress.

Advanced Courses and Exams (AP test and IB test) showed overall results looking better than the gap measures reflecting racial inequity. Gaps remain large (at Concern Level) for Advanced Coursework and at Intervene Level for AP Tests. IB Test results are higher overall (Progress level) and more equitable with all racial groups improving pass rates; however, results are still at Baseline.

ACT participation remains at Intervene Level. The percentage of students scoring 21 or higher remained at Concern.

The 4-Year Graduation Rates went up overall and gaps decreased; both remain at Baseline. SPPS' largest gap (24 percentage points) is smaller than the State gap (38 percentage points).

Equity ratios (Gifted/Talented identification, Special Ed referrals, absences and suspensions) are measured by how many time a student group is more likely to experience this outcome than the group with the lowest percentage.

- G/T Identification has the largest racial inequity at Baseline level.
- Special Ed referrals are now below 2.0 in equity ratios (Vision Level).
- The largest racial inequity measure for Students Absent 11 or more days is at Progress Level.
- Suspensions remain the largest racial inequity based on ratios and it is at Intervene level across all grades.

#### QUESTIONS/DISCUSSION

- Are suspension days counted as absences or not? Yes, as excused absences.
- Are they double counted in absences numbers? Yes, the importance of this measure is to identify the impact of missing 11 or more days of school regardless of the reason.
- There is a marked difference in performance between AP and IB. Is there any data on how participation and performance in tests breaks down by race, schools, etc.? Related to that, some schools have aggressively recruited and supported students taking AP and IB tests, is that also part of why differences are showing up? Response: Relative to AP participation and meeting the standards, SPPS has a fairly high rate of participation. SPPS has tried to bring AP testing into the school day rather than on Saturday but were not able to do that. The State is looking at AP testing as one of the tests students can take in order to graduate; it could then be offered during the school day. There is lower participation on IB tests due to the cost of the test so more guidance given as to which students might be successful in taking it. There are also some structural pieces in how tests are funded at school level, which need adjustment, and SPPS is considering looking at a means-based approach in moving ahead.
- The ACT test has been offered for free in the district since 2006-07; participation peaked in 2008 and has since stayed flat. ACT does have a tendency to be somewhat inflexible about its protocols however, SPPS was able to implement school day administration rather than weekend.
- Is racial participation tracked in taking these tests? Response: IB does have racial identifiers associated with it and SPPS does get the information eventually. SPPS does not control the data or how it is measured or reported.
- In order to continue with AP and IB, students take the test but it has no correlation with their grades. Students who are now taking these tests are those who believe they can pass it.
- Would it be possible to add to the presentation a couple summary slides that provide general reasons for some of the numbers?

- Relative to students identified as gifted and talented, in light of the racial equity work what is being done to increase the number of students of color identified and put on that track. Response: A majority of current students identified were identified under the old system. Most recently, there has been an increase in number of identifications but no decrease in the gap. This remains a real challenge for the district. How does it move forward in using the test as tool and how does it design programming to start to shift to a talent development approach? SPPS is addressing this in SSSC 2.0 as part of a broader community conversations in order to gain additional perspectives on who needs to be included. The current system identified half of all white children as gifted and talented. SPPS needs to know if that is appropriate. The broader community conversation around this may lead to use of tighter definitions and those numbers would drop significantly. It is important to have that conversation with the community and it is a good way to gain participation from community advocacy groups. It was noted that unlike SPPS, most districts test at a higher grade level than Kindergarten.
- A Board members asked about the achievement of black boys and the area of gifted and talented and how parents could be encouraged to work through a system they find unfriendly to get into TDAS. He also tendered the idea of creating cohorts of children of color so there were more supports for them noting he would like to see it broadened in this way. Response: The cohort model can come into play once they are identified. Local norming as applied to Kindergarten will have an impact as SPPS moves forward. Talent development is a broader strategy to support student in developing their talents, another issue is parents research schools and enroll their kids and then may have to move out of the school they like in order to get services that are more attractive. SPPS needs to look at various ways to support services at many sites.
- Advance courses and exams, concern was expressed that the advance placement gap is 12% larger than the IB gap. Have there been national studies on this, is it nationwide? How large is the data set? Response: Most districts offer either AP or IB, rarely both. Therefore, there are not a lot of comparison data. In addition, there are many variables, some courses provide college credits and are readily transferable, and some do not. These discrepancies are why the district needs to focus on equity.
- In looking at the 4-year graduation rate, the Board was pleased to see numbers moving up and the gap decreasing.
- Suspensions, what grade level is the highest in suspension rate? Response: Typically, middle grades are where most suspensions occur, 9<sup>th</sup> grade particularly. Staff noted the suspension slides are different from last year; it was decided to condense the data and not show grade levels. The slides do show disproportionality remains the same for African Americans across all grade levels.
- Has Kindergarten suspension decreased? Response: No, it has not nor has 1<sup>st</sup> grade. K and 1<sup>st</sup> are high compared to other school districts. SPPS is working on this but it is in the culture and will take time to turn around.
- The Indian Ed Resolution addresses significant issues and absences and graduation rates are always an area of concern. Can you focus on what some of the reasons are? The community follows trends nationally. Is SPPS doing comparisons by each student group (absences, suspensions and graduation rates) to identify profiles of other school districts and where SPPS fits in national comparisons? Minnesota, as a state, has typically had high absences and low graduation rates when compared nationally. Response: Administration acknowledged it needs to dig deeper in the American Indian results. There are relatively small numbers of students taking tests within the district as well. There is a group looking at American Indian data currently both state and nationally. Other districts are facing the same challenges. SPPS is currently taking a personal and direct approach to address individual student's issues, as this seems the most expedient way to deal with this.
- When you have such small data sets, aside from data privacy, it would be valuable to have parenthetical data. When can that be done?
- Special Ed referrals, Asian students are at 1.2. Who was identified as the comparison group with the lowest incidence of that outcome? Response: The Asian students are the comparison group to which all other groups were compared.

- Do numbers in Special Ed reflect a label or a diagnosis? Are some students being missed? Response: The data is tracking kids going to assessment and being provided with interventions so they do not have to go into the referral process. These are both academic and behavioral interventions.
- What is the identification process? Response: When a teacher has concerns about a student they go to the Student Assistance Team (SAT) who provide ideas on how to support the student in reading, math or behavior or provision of early intervention services. In the SAT process the teacher does the intervention over eight weeks; then if the student is not showing improvement the intervention can go into an additional eight weeks. However, if a parent requests it, the process can move into referral. Best practice is tiered interventions without placing a label on the students. If, after 16 weeks, the student does not progress, his file goes to a Child Study Team to determine what assessment will be given. This recommended process for the child is documented on a form parents sign off on. There are strict definitions for various areas of special ed issues and very clear criteria around defining if a student is qualified for learning disability services.
- When you start the referral process, can the parent ask that a child not be assessed but work on interventions? Yes
- What is the right of a parent if a child is identified as qualified for special ed. Do you then let the parent decide how to proceed? Response: The parent has to sign off on putting the child into Special Ed. Parents can refuse to sign or a child can be pulled out of Special Ed if a parent requests it.
- In looking at the Special Ed VisionCard, African American and American Indian students are 1.9 times more likely to be referred. Is this positive or is it negative? Response: MDE will identify a district as disproportionate when they exceed the number of students within a demographic. In SPPS, African Americans represent 30% of the total population. If SPPS goes over that percentage in referrals for that group, they are disproportionately identifying a population. SPPS always looks at these individual pieces. In the district, African American and American Indian are over identified.
- African American boys are being mislabeled and placed in Special Ed programs. In working to reverse this practice are students being deprived of Special Ed services they really need. Response: What you do not want is kids not getting the proper supports; so you look for patterns to see who is progressing on interventions and benefiting from the interventions and create a system of tiers of support for the student so they do not have to go into the Special Ed evaluation process.
- Administration noted that part of the reason they chose the special ed metric was that there were issues in the area of identification and over representations in certain disabilities. Specifically around identifying referrals and what degree referrals were affecting disproportionality issues. This may have become an area that SPPS does not need to focus on any longer but SPPS may still need to focus on over representation in EBD, etc. When you talk about interventions and changes being made in the district over the past couple years an example is that it was determined the way teaching kindergarten did not fit the needs of the students so SPPS took the four-year-old model into Kindergarten as a pilot in one-third of the classrooms with Kindergarten students. Where this model is going well, SPPS is seeing dramatic reductions in referrals. There is not universal acceptance of this model so it is being treated as a three-year phase in to focus on quality implementation.
- Can a family decline Special Ed services? Response: When looking at practices and who speaks to it, this is difficult. There is a fear on the part of parents in that they have the feeling they do not have the right the decline services their child just might need so they allow the process to move forward. Parents do have the right to decline services. What needs to be considered is what is the alternative for the child without the program supports and what the impact on the child might be without supports.
- The four-year graduation rate shows a 24% gap, is there a way to put an anchor on the top number? There is a need to lift all, but should some be quicker? Response: One reason both achievement and equity are shown is to look at the overall rate. The gap is closing and the overall results as well. You need to look at both so you can get the context. Some students need more than four years to graduate in SPPS.

- What other reasons are there, in general, as to why there is not 100% graduation? Response: ELL students may need more time to graduate (5 years) along with some other racial ethnic groups. About 20% of students continue beyond four years. Unknowns (transfers, etc) and dropouts also affect the rate. Vision level was set with these in mind.
- Number of absences; is that a factor influencing graduation? Response: To some extent, there are two challenges -- credit challenges and passing the GRAD test. SPPS is now having the credit conversation at an earlier stage in a student's education so credit deficiencies can be addressed earlier.
- On AP and IB exams – how many exams are given? Response: SPPS does not want to inhibit students from taking these tests; however, there is a substantial cost factor involved in test taking. SPPS wants to get to the point where tests are part of the student's grades. Number of test taken is recorded and SPPS can now get data sets on this from test companies.
- A Board member noted that a number of vision cards have changed metrics and encouraged administration to look at the next best metric for Special Ed beyond referrals.

**D. Pay 14 Levy**

Staff provided another overview of the recommendation on the Pay 14 Levy reviewing the details provided to the Board at its December Committee of the Board meeting with the addition of information on the tax impact on apartment properties. This increase is based almost entirely on property value increases for the largest complexes.

Administration indicated the recommendation remains the same; that the Pay 14 levy be in the amount of \$135,056,533.00, a 1% increase over Pay 13. This will support continuation of the SSSC Plan, continue referendum commitments, reduce long-term debt, maintain high bond ratings and ensure compliance with Federal and State obligations.

Questions/discussion:

- The Board chair stated it was important that the public understand the only reason the levy is increasing is to make sure, over the long term, that SPPS will save taxpayers a lot of money. The \$1.3 million increase in the levy yields a decrease of \$11 million going into bonds each year for deferred maintenance purposes. Those will now be covered out of the general fund.

**E. Human Resource Transactions**

**MOTION:** Ms. Carroll moved that the Board approve the Human Resource Transactions for the period October 24, 2013 through November 25, 2013 as published. Ms. Seeba seconded the motion.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

**IX. CONSENT AGENDA**

**MOTION:** Ms. Carroll moved approval of all Consent Agenda Items as listed with the exception that Item B-5 Request for Permission to Submit a Request to Robins, Kaplan, Miller & Ciresi Foundation for Children was pulled for separate consideration and Items D2 CONSIDERATION of a Lease Agreement with the Center for Democracy and Citizenship at the Baker Center and D3 CONSIDERATION of a Lease Agreement with Community Action Partnership of Ramsey and Washington County Headstart at the Baker Center Continue Partnerships were moved to New Business. Ms. Street-Stewart seconded the motion.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

A. Gifts

**BF 29538.** PTO Gift Acceptance for Capitol Hill

That the Board of Education authorizes the Superintendent (designee) to accept this donation of \$10,000.

B. Grants

**BF 29539** Request for Permission to Submit Grants to Allina Foundation for School Wellness Activities and Materials

That the Board of Education authorize the Superintendent (designee) to submit these requests for wellness activity support to Allina Foundation; to accept funds, if awarded; and to implement the projects as specified in the award documents.

**BF 29540** Request for Permission to Submit a Request to the Cargill Foundation for Early Childhood Nutrition

That the Board of Education authorize the Superintendent (designee) to submit this request to the Cargill Foundation; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 29541** Request for Permission to Submit a Request to Ecolab Foundation for AVID and Other Funding at Humboldt Secondary School

That the Board of Education authorize the Superintendent (designee) to submit this request to the Ecolab Foundation on behalf of Humboldt Secondary School; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 29542** Request for Permission to Submit a Request to the McNeely Foundation for Parkway Montessori

That the Board of Education authorize the Superintendent (designee) to submit this request to the McNeely Foundation; to accept funds, if awarded; and to implement the project as specified in the award documents.

**Bf 29543** Request to Accept Inspired Educator Grants from the Saint Paul Public Schools Foundation, as Listed in Number 2 Below

That the Board of Education authorize the Superintendent (designee) to accept these awards to teachers from Saint Paul Public Schools Foundation; and to implement projects as specified in the award documents.

**Bf 29544** Request for Permission to Submit a Grant Application to The School Superintendent's Association and National Joint Powers Alliance to Provide Necessities to Students in the Title I Homeless Education Program

That the Board of Education authorize the Superintendent (designee) to submit an application to the School Superintendent's Association (AASA) and National Joint Powers Alliance Open (NJPA) to provide necessities to students in the Title I homeless education program, Project Reach; to accept funds, if awarded; and to implement the project as specified in the award documents.

C. Contracts – None

D. Agreements

**BF 29545** Permission for Institution of Higher Education for Student Teaching (Salus University)

That the Board of Education authorize the Superintendent (designee) to enter into Affiliation Agreement with the Institution of Higher Education.

E. Administrative Items

**BF 29546** Approval of an Employment Agreement with the North Central States Regional Council of Carpenters to Establish Terms and Conditions of Employment for 2013-2016

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 the North Central States Regional Council of Carpenters, is the exclusive representative; duration of said Agreement is for the period of May 1, 2013 through April 30, 2016.

**BF 29547** Recommendations for Exclusion of Students in Non-Compliance with Minnesota Statute 123.70 Health Standards: Immunizations

That the Board of Education excludes the named students from school effective January 2, 2013, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

**BF 29548** Monthly Operating Authority

That the Board of Education approve and ratify the following checks and wire transfers for the period October 1, 2013 – October 31, 2013.

(a) General Account	#604591-606605	\$44,110,469.63
	#0000349-0000401	
	#7000356-7000394	
	#0000057-0000071	

(b) Debt Service	-0-	\$0.00
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(c) Construction	-0-	<u>\$4,324,433.19</u>
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\$48,434,902.82

Included in the above disbursements are payrolls in the amount of \$35,547,604.80 and overtime of \$166,404.61 or 0.47% of payroll.

(d) Collateral Changes

Released	None
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Additions	None
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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 March 31, 2014.

F. Bids - None

**CONSENT AGENDA ITEMS FOR SEPARATE CONSIDERATION**

**BF 29549** Request for Permission to Submit a Request to Robins, Kaplan, Miller & Ciresi Foundation for Children

Director Brodrick asked the Superintendent to expand on this request to fund a project to 1) provide coaching for schools with disproportionate suspension of African Americans 2) establish a community Task Force to study suspensions and 3) recommend new strategies to accelerate SPPS efforts toward academic equity.

The Superintendent indicated a community task force would be formed in conjunction with Representative Mariani and MMEP as well as other organizations in the community to look at promising practices and moving the District toward engagement and restitution. This would also cover working with staff and APs to ensure understanding and compliance with the effort toward academic equity. This represents an extension of a project run this summer on how SPPS can move from punishment to shared responsibility for safe classrooms. Additionally, the intention is to reach out to smaller groups in the African American community for action projects. This is an effort to bring together the community to have dialogue on suspensions.

**MOTION:**                    **Ms. Carroll moved the Board of Education authorize the Superintendent (designee) to submit this request to the Robins, Kaplan, Miller & Ciresi Foundation for Children; to accept funds, if awarded; and to implement the project as specified in the award documents. Ms. O'Connell seconded the motion.**

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

#### **X. OLD BUSINESS**

##### **BF 29551**                    Final Approval of Pay 14 Levy

Administration indicated the recommendation remains the same; that the Pay 14 levy be in the amount of \$135,056,533 million, a 1% increase. This will support continuation of the SSSC Plan, continue referendum commitments, reduce long-term debt, maintain high bond ratings and ensure compliance with Federal and State obligations.

**MOTION:**                    **Mr. Hardy moved the Board of Education certify the Pay 14 Levy in the amount of \$135,056,533.00, an increase of 1% over the Pay 13 Levy. The motion was seconded by Ms. Doran.**

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

#### **XI. NEW BUSINESS**

##### **BF 29552**                    Report on Superintendent's Evaluation

The Board Chair read the following statement:

*"The Board of Education of St. Paul Public Schools has evaluated Superintendent Valeria Silva on her goals and on the following leadership competencies: Strategic, Instructional, Cultural and Relational, Human Resources, Managerial and Communications.*

*We have given the Superintendent an overall satisfactory rating for calendar year 2013. Her leadership during the third year of Strong Schools, Strong Communities strategic plan implementation is moving the district in the right direction. The tightly focused goals around achievement, alignment, and sustainability continue to convey the combination of urgency and commitment that characterize her leadership style and her value to our community.*



*Working together in 2014, we look forward to supporting Superintendent Silva as she continues to use her identified strengths to lead our district in raising all students' achievement. We further support her work on racial equity in our schools and community, focusing especially on the academic performance of students of color.*

*We will develop goals with her to strengthen relationships and communications with the our students, families, community, employees and the board. We will support her as she makes improvements in identified leadership areas to help all students achieve at the highest levels.*

*We thank Superintendent Silva for her strategic and visionary leadership."*

**BF 29536**      Approval of Resolution on Transfer of Property

WHEREAS, Pursuant to an agreement dated August 21, 1979, (hereinafter "Joint Use and Lease Agreement"), INDEPENDENT SCHOOL DISTRICT NO. 625 (hereinafter "DISTRICT") leased to the CITY OF SAINT PAUL (hereinafter "CITY") for a term of ninety-nine (99) years certain DISTRICT owned real property located at the site of DISTRICT's Cherokee Heights Elementary School and certain spaces within Cherokee Heights Elementary School for the purpose of the CITY's use and construction of improvements for its Baker Recreation Center (formerly known as the Upper West Side Multi-Service Center) which at that time and presently adjoins Cherokee Heights Elementary School; and

WHEREAS, Pursuant to the Joint Use and Lease Agreement CITY and DISTRICT agreed to the joint use of the aforesaid leasehold property in addition to the joint use of real property owned by CITY lying adjacent to DISTRICT's aforesaid real property; and

WHEREAS, CITY and DISTRICT desire to terminate the Joint Use and Lease Agreement; and

WHEREAS, Upon termination of the Joint Use and Lease Agreement the Baker Recreation Center and the real property underlying the Baker Recreation Center building will automatically by operation of law revert to the unfettered ownership of DISTRICT except for a portion thereof legally described as:

The east half of vacated Waseca Street, adjoining Lot 8, Block 17,  
Nelson Stevens & Kings Addition to West St. Paul, Ramsey County,  
Minnesota.

(hereinafter "Baker property"); and

WHEREAS, the aforesaid Baker property consists of 4,500 square feet and has an appraised value of \$23,000; and

WHEREAS, CITY and DISTRICT formerly had a joint use agreement pertaining to CITY's Highwood Hills Recreation Center and DISTRICT's Highwood Hills Elementary School, which joint use agreement was terminated by letter agreement dated February 6, 2008 and resulted in reversion by operation of law of unfettered ownership of DISTRICT to the Highwood Hills Recreation Center building and the real property underlying said building with the exception of:

That part of the West Quarter of the East Half of the Northeast Quarter of Section 11, Township 28, Range 22, Ramsey County, Minnesota, described as beginning at a point on the east line of said West Quarter of the East Half of the Northeast Quarter, 333 feet south of the south line of Lower Afton Road, now known as Londin Lane; thence at a right angle west a distance of 60.00 feet; thence at a right angle south 60.00 feet; thence at a right angle east 60.00 feet to said east line of the West Quarter of the East Half of the Northeast Quarter; thence north along said east line of the West Quarter of the East Half of the Northeast Quarter 60.00 feet to the point of beginning.

(hereinafter "Highwood Hills property"); and

WHEREAS, the aforesaid Highwood Hills property consists of 3,368 square feet and has an appraised value of \$15,000; and

WHEREAS, DISTRICT desires to acquire the Baker property and the Highwood Hills property and CITY is willing to convey said properties to DISTRICT; and

WHEREAS, Section 13.01.1 of the CITY's Charter requires that the City replace any park lands it disposes of; and

WHEREAS, DISTRICT is the fee owner of a vacant parcel of real property which is a part of DISTRICT's Paul and Sheila Wellstone Elementary School and is legally described as:

Lot Three (3) and the North Ten (10) feet of Lot Two (2), Block Three (3), Dawson and Rice's Addition to St. Paul, Minnesota, according to the plat on file and of record in the office of the Register of Deeds, Ramsey County, Minnesota

(Per Warranty Deed Doc. No. 1117936)

Together with that portion of vacated Woodbridge Avenue and the vacated alley in said Block 3 which accrue to the property by reason of the vacation thereof.

(hereinafter "Wellstone property"), and

WHEREAS, the Wellstone property consists of 8,241 square feet and has an appraised value of \$35,000; and

WHEREAS, in order to comply with Section 13.01.1 of CITY's Charter CITY desires to acquire the Wellstone property and DISTRICT is willing to convey said property to CITY;

NOW, THEREFORE, be it resolved by DISTRICT's Board of Education:

1. That the Joint Use and Lease Agreement between DISTRICT and CITY dated August 21, 1979 is hereby terminated effective January 1, 2014;
2. That DISTRICT does hereby accept the CITY's quit claim deeds conveying to DISTRICT the Baker and Highwood Hills properties as hereinbefore described, subject however, to any leasehold interests held by Community Action Partnership of Ramsey County – Head Start; Teatro del Pueblo; and/or Center for Democracy and Citizenship, Augsburg College; and further subject to all special assessments levied and pending;
3. That DISTRICT be responsible to pay the deed tax and conservation fee with respect to the deeds to the Baker and Highwood Hills properties;
4. That DISTRICT does hereby accept reversion of the Baker Recreation Center building to DISTRICT in "as is" condition, and further accepts the conveyance of the Baker and Highwood Hills properties in "as is" condition, without any obligation on the part of CITY to indemnify DISTRICT for any claims resulting from the presence of hazardous waste, pollutants or contaminants of any kind in said building or properties;
5. That pursuant to Saint Paul Public Schools Procedure 802.00.1 it is hereby declared that the Wellstone property as hereinbefore described is no longer needed for School District purposes; and
6. That the Chair and Clerk of the Board of Education are hereby directed to convey to the CITY by quit claim deed the Wellstone property as hereinbefore described with a possession date of January 1, 2014.

#### QUESTIONS/DISCUSSION:

- A Board members stated he recognized the importance of community centers and was excited the opportunity had come up for SPPS to have the Baker Center under its jurisdiction. He stated he looked forward to updates on what is happening relative to the center. Response: Administration stated that under the SSSC Strategic Plan SPPS has made working with the City and the County a priority; everyone is better when working as a team. The acquisition of Baker Center provides the opportunity to share space in a manner that benefits everyone. This will provide additional learning time for students and community members. Staff have been meeting with members of West Side community to work on potential opportunities for tenants in the building and programming options to make it a community asset. A kick-off is planned for February to introduce the concept and the building

as a return to the community. SPPS has had an initial meeting with the current tenants and offered extensions to their leases along with asking them to consider continuing within the partnership. The Y will anchor the center. Interest in making the swimming pool into a community asset has been expressed and is being explored as well.

- What about the property associated with Highwood Hills and Wellstone? Response: Legal Counsel stated a portion of Baker and Highwood Hills sit on City land. There is a legal requirement that the City replace any divested parkland with other parkland. Therefore property that equals the square footage/value of the Baker and Highwood Hills property has been ceded to the City from Wellstone.

**MOTION:** Ms. Carroll moved the Board of Education approve the Resolution on the Transfer of Property related to Baker Recreation Center, Highwood Hills Elementary, Highwood Hills Recreation Center and Paul and Shiela Wellstone Elementary. Mr. Brodrick seconded the motion.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

The following two items were removed from the Consent Agenda and moved to New Business in order to be considered following discussion and approval of the above resolution.

**BF 29550** CONSIDERATION of a Lease Agreement with the Center for Democracy and Citizenship at the Baker Center

**BF29553** CONSIDERATION of a Lease Agreement with Community Action Partnership of Ramsey and Washington County Headstart at the Baker Center

**MOTION:** Mr. Hardy moved That the Board of Education ratify execution by the administration of a Lease Agreement between the District and the Center for Democracy and Citizenship for lease of space at the Baker Center for the term January 1, 2014 through June 30, 2014, for monthly rent of Four Hundred Eighty Seven and 96/100 Dollars (\$487.96) and subject to all other terms and conditions of said agreement. And, That the Board of Education ratify execution by the administration of a Lease Agreement between the District and the Community Action Partnership of Ramsey and Washington County - Headstart for lease of space at the Baker Center for the term January 1, 2014 through June 30, 2014, for monthly rent of Three Thousand One Hundred Ninety Seven and 99/100 Dollars (\$3,197.99) and subject to all other terms and conditions of said agreement. Ms. Carroll seconded the motion.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

C. Project Labor Agreements for:

1. No PLA Administration Building, 360 Colborne Street -- Replacement of Bituminous Paving and Sidewalk

**BF 29554** Creative Arts High School, 65 Kellogg Blvd. East -- Interior Renovation

<b><u>BF 29555</u></b>	EXPO for Excellence Elementary, 540 Warwick Street -- Complete Replacement of the Building Ventilation System
<b><u>BF 29556</u></b>	Focus Beyond, 340 Colborne Street -- Replacement of a Portion of Roof System
<b><u>BF 29557</u></b>	Homecroft Early Learning Center, 1845 Sheridan Avenue -- Interior Renovation to Support Modified Grade Configuration for RiverEast, Create a Community Education/ECFE/Itinerant Staff Office Area Hub, Partial Roof Replacement and Replacement of Whole Building Ventilation & Heating System
<b><u>BF 29558</u></b>	Journeys Secondary, 90 Western Avenue -- Interior Renovation Necessary to Co-Locate Three Programs: Journeys, Community-Based PSD and RiverEast
7. No PLA	Rondo Educational Center, 560 Concordia Avenue -- Replacement of Carpet Throughout the Building and Replacement of 150 Toilet Partitions

**MOTION:**                **Mr. Brodrick moved the Board of Education accept administration's recommendations that PLAs be used on Creative Arts High School, Expo, Homecroft and Journeys and that a PLA also be used on the roof replacement at Focus Beyond. Mr. Hardy seconded the motion.**

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	No
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

**QUESTIONS/DISCUSSION:**

- The questions was asked why Focus Beyond was added in the motion. Response: It was added because of cost, length of project and the probability it will involve multi-craft work on the project.
- Where is Focus Beyond? Response: In the 360 complex.
- Why do staff feel it should not require a PLA? Response: Typically, administration recommends no PLA on a project as limited in number of trades as a flat roof. This would involve only a roofing contractor and a sheet metal contractor and work can run while school is in session so there is little disruption to the school year. For the Focus Beyond project staff has scheduled substantial completion for before school start.
- The Board member stated, again, a PLA ensures no disruption since work could go into school start. The size, length, potential for multiple craft involvement and if a work stoppage should occur, SPPS could have kids in a school without a roof.
- Will it cost to the district be more if a PLA is utilized? Response: Generally the answer is no.
- The comment was made there are national studies that say PLAs increase the cost of projects.
- An additional comment was made that as long as SPPS requires prevailing wage there is no reason not to have a PLA.
- Is there any legal reason why PLAs are more or less desirable? Response: General Counsel stated there is no legal answer to that question; it is a business judgment.
- It was stated the Board has had conversations regarding PLAs in the past and it would now be a good opportunity to have a deeper discussion on how projects are bid out by SPPS.
- One of the reasons given from the building trades is "life safety issues" what is that? Response That is a common response from building trades on many recommendations. Staff has done some research in the past on what recommendation is provided for roofing. Administration has not recommended a PLA for any; the Board is 50/50 on use of PLAs for roofs.

- A Board member reminded the Board not to confuse PLAs with prevailing wages they are not the same issue.
- The Board was reminded it had exercised discretion around roof replacement in the past when it looked at very large or complex roofing situations or any situation where students would not be able to go to school if the project was not completed. PLAs are useful but must meet the range of criteria identified as well as not preventing students attending school.

**MOTION:**                    **Mr. Hardy moved the Board of Education not authorize use of PLAs on the 360 Colborne project or on the Rondo project. Ms. Seeba seconded the motion.**

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

The question was asked if 360 does not have a PLA and Focus Beyond does, will that create an issue? Response: No, they are two separate contracts.

## **XII. BOARD OF EDUCATION**

### **A. Information Requests & Responses**

1. Director Hardy requested a comparative study on daily work assignments (a comparison within a district that there is the same class level rigor in daily class assignments) as a way of seeing academic equity.

### **B. Items for Future Agendas – None**

### **C. Board of Education Reports/Communications**

1. Board members took time to recognize Director Street-Stewart at her last official board meeting. Board members recognized their compatriot for her service to the district and her leadership in so many areas, particularly her work for the children and families of St. Paul and as a representative for those without a voice.

## **XIII. FUTURE MEETING SCHEDULE**

### **A. Schedule of Additional Board Meetings**

**MOTION:**                    **Mr. Hardy moved the Board of Education schedule a Closed Board Meeting on Saturday, January 11, 2014 for the purpose of a Board retreat. He also moved the Board scheduled Closed Board of Education Meetings for January 2 (4:30 p.m. start), January 7, 14 and 21 (4:00 p.m. start time for each) for the purpose of discussion on Labor Negotiations and that the January 14 COB begin at 5:30 p.m. Ms. Seeba seconded the motion.**

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	No
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

### **B. Board of Education Meetings (5:30 unless otherwise noted)**

- 1/2/2014                    Closed Meeting 4:30 p.m.

- 1/7 Closed Meeting 4:00 p.m.
- 1/7 ANNUAL MEETING (Board Members take office) Time 5:00 p.m.
- 1/14 Closed Meeting 4:00 p.m.
- 1/21 Closed Meeting 4:00 p.m.
- 1/21 .
- 2/18
- 3/18
- April 15
- 5/20
- 6/24
- 7/15
- 8/19
- 9/23
- 10/14
- 11/18
- 12/16

C. Committee of the Board Meetings (4:30 unless otherwise noted)

- January 14 5:30 p.m.
- February 11
- March 4
- April 8
- May 6
- June 10
- July 15
- September 9
- October 7
- October 28
- December 2

#### XIV. ADJOURNMENT

**MOTION:** **Ms. Street-Stewart moved the meeting adjourn, seconded by Mr. Brodrick.**

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	No
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

The meeting adjourned at 9:44 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  
Marilyn Polsfuss  
Assistant Clerk, St. Paul Public Schools Board of Education

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**Saint Paul, Minnesota**  
**MINUTES OF THE ANNUAL MEETING OF THE BOARD OF EDUCATION**  
**January 7, 2014**

**I. CALL TO ORDER**

The meeting was called to order at 5:45 p.m.

**II. ROLL CALL**

PRESENT: Mr. Brodrick, Ms. Carroll, Ms. Doran, Mr. Vue, Ms. Seeba, Mr. Hardy, Ms. O'Connell, Superintendent Silva, Mr. Lalla, General Counsel and Ms. Polsfuss, Assistant Clerk.

**IV. APPROVAL OF THE ORDER OF THE AGENDA**

**MOTION:** It was moved by Mr. Hardy, seconded by Ms. Carroll, that the order of the agenda be approved.

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**V. ELECTION OF OFFICERS**

**1. Chair of the Board of Education**

The Chair opened nominations for the office of the Chair of the Board of Education.

**MOTION:** Director Brodrick nominated Louise Seeba for the office of the Chair. Director Hardy seconded the nomination.

Further nominations were called for with the following response:

**MOTION:** Director O'Connell nominated Mary Doran for the office of the Chair. Director Carroll seconded the nomination.

Further nominations were called for, there being none, nominations were closed.

The votes cast were as follows:

Mr. Brodrick	Seeba
Ms. Carroll	Doran
Ms. Doran	Doran
Mr. Vue	Doran
Ms. Seeba	Seeba
Mr. Hardy	Doran
Ms. O'Connell	Doran

Ms. Doran was elected to the position of Board Chair for 2014. She assumed the role immediately.

**2. Vice Chair of the Board of Education**

The Chair, opened nominations for the office of Vice Chair of the Board of Education.

**MOTION: Director Vue nominated Keith Hardy for the office of Vice Chair. Director Carroll seconded the nomination.**

Further nominations were called for, there being none, nominations were closed.

The nomination was approved with the roll call vote as follows:

Mr. Brodrick	Abstain
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**3. Clerk of the Board of Education**

The Chair then opened nominations for the office of Clerk of the Board of Education.

**MOTION: Director Seeba nominated John Brodrick for the office of Clerk of the Board of Education. Director Doran seconded the nomination.**

Further nominations were called for, there being none, nominations were closed.

The nomination was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**4. Treasurer of the Board of Education**

The Chair opened nominations for the office of Treasurer of the Board of Education.

**MOTION: Director Hardy nominated Anne Carroll for the office of Treasurer of the Board of Education. Director O'Connell seconded the nomination.**

Further nominations were called for, there being none, nominations were closed.

The nomination was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**VI. RESOLUTIONS**

**BF 29559 Appointment of Assistant Treasurer**

**MOTION: Ms. O'Connell moved that the Board of Education approve the resolution naming Michelle Walker, Chief Executive Officer, as the Assistant Treasurer of Independent School District No. 625 for the year 2014. Motion seconded by Ms. Carroll.**



Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**BF 29560**      **Appointment of Assistant Clerk**

**MOTION:**                **Ms. Seeba moved, seconded by Ms. Carroll, that the Board of Education approved the resolution naming Marilyn Polsfuss as Assistant Clerk of Independent School District No. 625 for the year 2014.**

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**BF 29561**      **Resolution Naming Depository Accounts**

**MOTION:**                **Ms. Carroll moved, seconded by Ms. O'Connell, that the Board of Education approve the resolution naming the banks that are to serve as depositories of school district funds for the year 2014.**

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**BF29562**      **Resolution Naming Banks as Custodians for Safekeeping of Collateral**

**MOTION:**                **Mr. Hardy moved that the Board of Education approve the resolution naming the banks that are to be used as custodians for safekeeping of pledged security for school district deposits. Motion seconded by Ms. Carroll.**

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**BF 29563**      **Resolution Authorizing Investments of School District Funds**

**MOTION:**                **Ms. Seeba moved, seconded by Ms. Carroll, that the Board of Education approve the resolution that herewith authorizes the Assistant Treasurer to invest surplus funds of**

the school district from time to time, as provided in Minnesota Statutes and the School Board Investment Policy.

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**BF 29564**      **Resolution Naming Brokerage Accounts**

**MOTION:**                      **Ms. O'Connell moved, seconded by Ms. Seeba, that the Board of Education approve the resolution naming the brokerage firms that are to handle the purchase and sale of securities and other property.**

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**BF 29565**      **Resolution Authorizing Entry into Joint Purchasing Agreements**

**MOTION:**                      **Ms. Seeba moved the Board of Education authorize the administration to continue current joint cooperative purchase agreements and to enter into other various Joint Cooperative Purchasing Agreements as deemed necessary. Ms. O'Connell seconded the motion.**

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**BF 29566**      **Resolution Naming the Official Newspaper**

**MOTION:**                      **Mr. Vue moved that the Board of Education approve the resolution naming the Saint Paul Legal Ledger as the official newspaper of the School District. Ms. Carroll seconded motion.**

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**MOTION:**                    **Ms. Carroll moved, seconded by Ms. Seeba, that the Board of Education approve the attached resolution confirming and adopting all policies contained in the Board Policy Manual.**

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

**VII. ADJOURNMENT**

**MOTION:**                    **Ms. O'Connell moved the meeting adjourn; motion seconded by Ms. Carroll.**

Motion was approved with the roll call vote as follows:

Mr. Brodrick	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Mr. Vue	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes

The meeting adjourned at 6:56 p.m.

Prepared and submitted by:  
Marilyn Polsfuss, Assistant Clerk  
Board of Education

**MEETING MINUTES  
COMMITTEE OF THE BOARD MEETING  
January 14, 2014**

PRESENT: Board of Education: Mary Doran, Keith Hardy, Jean O'Connell, Anne Carroll, Louise Seeba, John Brodrick, Chue Vue

Staff: Superintendent Silva, Michelle Walker, Kathy Brown, Marie Schrul, Jean Ronnei, Tom Burr, Jim Hemmen, Mary Gilbert, Sharon Freeman, Andrew Collins, Jackie Allen, Nancy Cameron, Julie Schultz-Brown, Ryan Vernosh, Jackie Turner, Brian Kinder, Laurin Cathey, Matt Mohs, Marsha Baisch, Michelle Bierman, Kate Wilcox-Harris, Elizabeth Keenan, Theresa Battle, Marta Hoesth

Other: Chris Samuel, John Schultz, Merle Waters, Erin Neilsen, Jackie Hugle

**I. CALL TO ORDER**

The meeting was called to order at 5:37 p.m.

The Chief of Operations introduced the two new Directors joining the Operations staff: Tom Burr, Director of Transportation and Jim Hemmen, Director of Nutrition Services.

**II. AGENDA**

A. COB Meeting Protocols

The COB Chair reminded Board members of various protocols and agreements that had been reached regarding conduct of and during the meeting.

B. Other Post Employment Benefits (OPEB) Trust

The two Wells Fargo representatives provided a brief history of the SPPS OPEB Trust indicating that in 2008 the State legislature voted to allow school districts to issue bonds for part or all of their future liability, to do an annual levy or to pay as you go. SPPS decided to pass on the bonding option but did decide to go with a levy. Wells Fargo was hired in 2010 to administer the trust.

They provided a list of the districts they were currently working with noting SPPS was the only one not utilizing the bonding option. They went on to state all districts must have a mandatory actuarial study done every two years. This provides projections for the current liability and what upcoming distributions will need to be.

They indicated a well-diversified portfolio provides a prudent approach to a long-term problem and then proceeded to review SPPS' consolidated portfolio as of December 31, /2013. Current market value of the portfolio stands at \$4.4 million. The established investment policy statement provides a basis for asset allocations. Target allocations are equity 40%, fixed income 40%, real assets 10% and complementary strategies 10%. They then reviewed strategy of adjustments made throughout 2013. The trust aims at a 5-6% rate of return and investments are adjusted periodically to meet that return. 2013 exceeded that target with a 10% rate of return.

**QUESTIONS/DISCUSSION:**

- Please review the returns graph. Response: This shows the trust's returns over time, monthly and in aggregate, it is another way to follow the value of the portfolio over time.

- A Board members indicated she was looking forward to a discussion on a strategy for making additional contributions to the trust over time.
- Another statement indicated the Board was pleased to see the results of initial investments and was looking forward to more cash infusions.
- Why the 40% held in fixed income? Response: Liquidity in a portfolio important. The fixed income provides liquidity. Managing the portfolio is all about not losing money and balancing investments to meet that end.
- What about plans for future contributions? Response: Administration indicated it had plans to provide a presentation on a strategy at future a COB meeting.
- What is the history on how SPPS got to the \$4 million? Response: Basically, since 4/2011, SPPS has designated \$1 million for the fund in each year. SPPS has not contributed more due to various cash issues – sequestration, government shutdowns, etc. SPPS has been very conservative with cash flow over time because of the uncertainties it was facing. The trust covers other post employment benefits – health care for retirees and future retirees. The District currently pays as it goes for annual costs, but needs to continue to invest in order to meet future obligations.

The Board thanked the Wells Fargo representatives and staff for the presentation.

C. Presentation on Tax Increment Financing (TIF)

The Deputy Ramsey County Auditor and Treasurer provided the Board with information on the impact of tax increment financing (TIF) on the schools.

TIF is a way to take locations the private market is not likely to go after and make them tax producing sites. This would include such areas as hazardous substance sub-districts; there are 19 in St. Paul.

The basic concept of TIF is that local net tax capacity bases taxes on the growth in value resulting from a TIF project and these increases in tax base go to pay the public cost of the project. TIF utilizes a “but for” test in which the proposed development could not reasonably be expected to occur solely through private investment in the reasonably foreseeable future without the TIF authority’s involvement. TIF is a financing tool, not an entitlement, and is part of a financing “toolbox.”

TIF can be used to assist in financing the public costs of a project. These include such things as site acquisition, demolition, streets, utilities, pollution cleanup, site preparation, TIF administration, financing costs, housing and capitalization of interest. The developer fronts the costs on a pay as you go basis and is reimbursed certain costs as the project evolves.

A chart was provided showing cities in Ramsey County with TIF projects for Pay 2013. The chart listed the city, the number of TIF, the TIFs’ total amount and the percentage of tax base captured (for Ramsey County only). He also provided examples of recent St. Paul TIF districts:

- Penfield – 254 rental housing units, 27,550 sq. ft. commercial with related parking
- Pioneer Endicott – 234 market rate rental housing, 36,685 sq. ft. commercial
- Gerdau Steel – 24,000 sq. ft. manufacturing facility
- Schmidt Brewery – 261 affordable housing rental units
- West Side Flats – 178 rental housing units, 6,185 sq. ft. commercial with related parking.

While a proposed TIF, plan must be submitted to the School Board and County Board for comment, neither entity has the authority to amend the plan or prevent the creation of a TIF district.

Fiscal disparities impacts can come into play with who pays – state aid versus local contribution. It is important to know who pays -- state versus local. Fiscal disparities, if not taken from TIF impact the tax base particularly if there are underfunded TIF districts. It is also important to be vigilant as a TIF district ends to be sure it is decertified when it should be.

TIF is revenue neutral for schools. School revenues are based on state formulas that may be an amount per pupil or an approved cost for a project. Property values are used to determine state versus local shares for equalized programs. School districts also receive tax increment excess of the following types: base rate excess, general education excess (student achievement) and surplus. School district TIF excess received is taken into account in determining aid amounts (TIF excess received reduces school aid received).

	Base Rate Excess	Surplus
2013	\$1,503,571	\$ 831
2012	2,386,084	2,010
2011	923,693	0
2010	361,891	32,567
2009	0	60,896

Pay 2014 ISD 625 Net Tax Capacity Tax Base (NTC) – Tax Impact Affected by TIF

General*	\$56,390,617
Community Service	3,457,227
Debt Service	<u>40,327,197</u>
Subtotal NTC Based	\$100,175,041

Referendum Market Value Tax Base (RMV) – Tax Impact Not Affected by TIF

Voter Referendum	\$13,246,481
Other (Equity, Location Equity, Transition)	<u>21,635,011</u>
Subtotal RMV Based	\$34,881,492

Total 2014 Proposed Levy \$135,056,533

NOTE: General levy includes student achievement, operating capital, achievement & integration, re-employment insurance, safe schools, career technical, OPEB, health & safety, alternative facilities, building/land lease, health benefits, additional retirement and severance.

TIF factors impacting property tax allocations include: the “but for” test/TIF district creation, hazardous substance sub-districts or housing replacement TIF districts, underfunded TIF, spillover effects (value impact on surrounding non-TIF properties), pooling and decertification (there are six upcoming TIF district decertifications pending between 2015 – 2017). When decertified additional tax base available but spreads levy base.

QUESTIONS/DISCUSSION:

- It was noted that JPTAC requested presentations about systems and structures be made to corresponding jurisdictions so everyone knows what is going on.
- When looking at districts the impact on school is neutral so what is the scale of impact on local property tax payers? Response: If all TIF went away for 2014, school taxes would go down 8.3% or in the range of \$250. Impacts are marginal. The value of TIF is on housing, jobs and remediation of blight situations as well as eventually increasing the tax base. In addition, nothing involving referendum-based money is impacted by TIF.
- A Board member requested the presentation “TIF 101” be provided to Board members
- What is the logic of allowing input when the City Council or Port Authority, or whoever, will not take advisement? When should comment be offered? Response: The County does an intensive review if something appears too speculative, when there are questions about the revenue stream or unrealistic projections, to find if it is reasonable. Even in that case the County does not comment.

The Board thanked Mr. Samuels for the information he had provided and the clarification it provided the Board in understanding tax increment financing.

D. Auditor's Report

Representatives from MMKR provided the Final Audit Report for the year ended June 30, 2013 to the Board. They indicated they had audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the District along with the related notes to the financial statements. The audit was conducted under auditing standards generally accepted in the U.S.; *Government Auditing Standards* and the U.S. Office of Management and budget (OMB) Circular A-133.

MMKR has issued an unmodified opinion on the District's basic financial statements. They reported no deficiencies in the District's internal control over financial reporting that were considered material weaknesses. Results of their testing disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

The Schedule of Expenditures of Federal Awards was fairly stated, in all materials respects, in relation to the basic financial statements. The results of their tests noted instances of noncompliance with eligibility requirements for students attending non-public schools and receiving Title I benefits. Administration indicated corrective measures have been put in place to address this finding.

One matter involving the internal controls over compliance and its operation that was considered a significant deficiency in the testing of major Federal programs was report. The District did not have appropriate controls over compliance related to eligibility requirements, which resulted in a compliance exception as noted above. Again, this has been addressed.

One finding, based on testing of the District's compliance with Minnesota laws and regulations was noted in that 17 of 40 disbursements tested were not paid within 35 days of the receipt of the goods or services, or receipts of the invoice for goods or services, as required by State Statute and did not pay interest on the unpaid obligation. Staff indicated measures were being put in place to address this issue, however, with schools being closed over the summer the issue may still appear.

#### QUESTIONS/DISCUSSION:

- What about the Title I non-public schools item? Response: Corrective action has been taken in the current fiscal year
- How is the Business Office addressing findings? Response: The non-public eligibility carried over into FY 13-14 with a corrective action plan in place to address the issue. Regarding disbursements, the district cannot control invoices coming into schools over the summer so those are not processed until someone is actually in the school to process them. A new financial system is in place allowing paperless processing of items and the implementation delayed some processing. The Business Office is addressing known factors.
- Are there any recommendations? Response: Staff continues to discuss ways to improve operations overall. The audit and feedback have been helpful.
- The 5% board policy on unassigned fund balance, when was that set and what do other districts do? Response: The 5% was set under guidance from bond rating agencies. The 5% very conservative. The government financial office's general rule is 5-9% or one to two months. The 5% is driven by SPPS' sources of revenue and the stability of those sources. Cash flow needs affect the amount as well.
- A Board member stated they were impressed that the finance group does such a great job keeping things in line.
- Payroll, at what point did SPPS implement its new payroll system - the PeopleSoft system? Response: SPPS has had PeopleSoft for many, many years. Recently there upgrades started in March 2012 with another section done in January 2013 and most recently SPPS has merged the HR and finance systems (September 2013) so there have been multiple implementation upgrades.
- Explain the restricted funds and committed funds for OPEB. Response: The restricted funds are the 3.1 million in the trust presented by Wells Fargo. The \$3.1 is the balance as of the end of June 2013. The committed line is retiree health and severance; these dollars have been set aside for future investment into the trust. Administration has been cautious about investing them into the trust until cash flow became more stable. A report

will be coming on long term planning for OPEB. These funds are nonspendable, untouchable except for the stated purpose. They are “committed” funds, committed by action of the Board so only they can uncommit them.

- So it is not money used to pay retirees. Response: No, SPPS pays as it goes for those costs.
- The Board was reminded of the five categories of funds: Non-spendable is untouchable. Restricted is tied to specific purpose. Committed are assigned by an action of the Board so only they only can change the status. Assigned funds are assigned by an action by administration and Unassigned have no restrictions.
- In general, where, as auditors, do you find the biggest problems that cause non-compliance issues – technology transitions, staffing or under staffing? Response: All can cause issues in the audits done. Late payment is a common finding. It can also be a new process in defining audit findings on the part of the audit firm. The important question is how districts respond to the findings. Additionally, MDE requires documentation of the correction of findings from districts.

**MOTION: Ms. O’Connell moved the Committee of the Board recommend the Board of Education accept the Auditor’s Report with their thanks. Ms. Carroll seconded the motion.**

**The motion passed**

**E. Second Budget Revisions 2013-14**

The Controller provided information on the second budget revisions to the 2013-14 budget. She noted the GASB 54 fund balance designations now being used are non-spendable fund balance, restricted fund balance, committee fund balance, assigned fund balance and unassigned fund balance (5% BOE policy applies to this category).

Revisions included:

**1. General fund fund balance re-appropriations**

- Encumbrance \$ 4,006,697 (open PO’s from FY 13)
- Professional Growth 194,775 (contractual carry over)
- Sites Carry Over 716,328 (balance of non-salary items in schools only)
- Assigned Fund Balance 11,340,000 (SSSC communities initiatives)
- Total Fund Balance  
Re-appropriation \$16,257,801

**2. Assigned Fund Balance**

- SSSC \$ 6,960,000 (includes Middle School Curriculum, IB/AP costs, Media Center materials, contingency)
- Security Systems Upgrade 3,000,000
- Finance System Implementation 1,380,000
- Total Assigned Fund Balance \$11,340,000

**3. Revisions to Fully Financed Funds reflect the approval of grants under \$500,000 that were not adopted in FY 14 as well as revisions to adopted grants.**

- General Fully Financed Increase \$ 9,467,466
- Community Service Fully Financed Increase \$ 1,493,919

Budget Revisions (for all funds – Revenue changes) are:

	<u>Adopted Budget</u>	<u>Revision</u>	<u>Revised Budget</u>
General Fund	\$505,636,982	\$ 0	\$505,636,982
General Fully Financed	42,775,213	9,467,466	52,242,679
Food Service	25,532,500	0	25,532,500
Community Service	20,068,945	0	20,068,945



Comm. Service Fully Financed	4,772,353	1,493,919	6,266,272
Building Construction	26,200,000	0	26,200,000
Debt Service	<u>48,715,000</u>	<u>0</u>	<u>48,715,000</u>
<b>TOTAL REVENUE</b>	<b>\$673,700,993</b>	<b>\$10,961,385</b>	<b>\$684,662,378</b>

Budget Revisions (for all funds – Expenditure changes) are:

	<b>Adopted Budget</b>	<b>Revision</b>	<b>Revised Budget</b>
General Fund	\$518,291,295	\$16,257,801	\$534,549,096
General Fully Financed	42,775,213	9,467,466	52,242,679
Food Service	25,532,500	0	25,532,500
Community Service	21,131,545	0	21,131,545
Comm. Service Fully Financed	4,772,353	1,493,919	6,266,272
Building Construction	32,000,000	0	32,000,000
Debt Service	<u>48,560,000</u>	<u>0</u>	<u>48,560,000</u>
<b>TOTAL REVENUE</b>	<b>\$688,062,906</b>	<b>\$27,219,186</b>	<b>\$715,282,092</b>

A summary of the General Unassigned Fund Balance showed FY 13 ending General Unassigned Fund balance of \$31,462,550 (5.9%). Board policy specifies a 5.0% fund balance, which would be \$26,719,272, a .9% difference or \$4,743.278.

#### QUESTIONS/DISCUSSION:

- Unassigned fund balances, Board policy is that it not drop below 5%, what happens if it does? Response: The District must maintain 5%, if it drops below that, it needs to be addressed.
- Site carryover, what is that and do schools get penalized? Response: Schools have different pots of money. Elementary are allowed to carry over \$15,000. Middle schools \$20,000 and High Schools \$25,000. These are discretionary dollars, such things as supplies, materials, staff development, stipends, etc. It can include general fund, compensatory and referendum dollars.

**MOTION:** Ms Carroll moved the Committee of the Board recommend the Board of Education approve the revised budget for FY 2013-14 as presented. Ms. Seeba seconded the motion.

**The motion passed**

#### F. Teacher Negotiation Update

Additional SPPS/SPFT negotiation sessions have been held. During these discussions on a number of items were held and agreement reached on one item. Another session is scheduled on January 21. Both sides have presented the major parts of their proposals with questions and answers on all. Administration will continue to update the negotiation website.

#### QUESTIONS/DISCUSSION

- Ed Assistants, are negotiations being done separately from teachers? Response: SPFT represents EAs and there are separate mediated negotiations in process. The two major items for EAs are support and assistance in moving onto a teacher pathway and staffing ratios. Principal negotiations are going on as well.

#### G. Standing Item: Policy Update – This will be provided in writing.

#### H. Standing Item: SSSC 2.0 Update

The update was to inform the Board of community outreach and public relations plans for the SSSC 2.0 and to receive feedback from the Board on the plan.

SSSC 2.0 builds on the foundation set by the current strategic plan; therefore, outreach efforts must address accomplishments of SSSC. A brochure has been developed that summarizes the accomplishments of the SSSC.

Presentations have been developed with customized information for communities of color. These presentations highlight relevant data specific to those target communities and ways in which SSSC 2.0 will work to close racial achievement gaps.

A toolkit of resources is being developed for SSSC 2.0 that includes: presentation slides for use by leaders, SSSC 2.0 graphics (Achievement - racial equity, personalized learning and College/Career Readiness and talking points; Alignment – excellent school programs with connected K-12 pathways and Sustainability – systems that support a premier education.

SSSC 2.0 has an online presence, the website currently includes introduction of SSSC 2.0 at the State of the District address, a list of dates of presentations to the community and staff, links to VisionCards and archival information on the current SSSC plan. The website will ultimately also include an overview of the SSSC 2.0 strategic plan, links to accomplishments under the current SSSC plan, FAQs and additional components as needed.

Face to face, presentations will include the official announcement of the plan at the State of the District address, family & community information sessions, employee information sessions, information booths and Parent Advisory Committees (PACs).

At each of the family and community information session, there will be a presentation, Q&A and live stream on-line. Translators and childcare will be provided. Session will be held on:

- February 9 – a 5:00 p.m. as a webinar
- February 13 – 6:30 p.m. at Como High School
- February 27 – 6:30 p.m. at Washington Technology Magnet
- March 8 at 10:00 a.m. at Harding High School.

Staff will also meet with community groups and target audiences as requested and existing district parent groups.

Information booths will be at the School Choice Fair and the February 22 Thinking College Early Fair.

Employee sessions are scheduled at American Indian Magnet (2/6-7:30 a.m.), 345 Plato Noon, Groveland elementary 7:30 a.m. 2/11, Ben Mays 4:30 p.m. 2/20 and Central HS 2:30 p.m. 2/25. Plans are being developed to do presentations at each school site.

#### QUESTIONS/DISCUSSION:

- Please provide the “Accomplishments of SSSC” to all Board members ASAP.
- Will the State of the District be webcast? Response: Yes, the evening session
- Parent Groups will African Americans and Africans have separate sessions? Response: Yes, one will be held for the African American Parent Council and for the Somali Parent Council.
- Staff needs to schedule one on one with Director Chue to bring up-to-date.
- The website and the archival information and accomplishments of SSSC. Will there be a lot of data and information on the current website on this? Response: Yes, the accomplishment document has three components a review of the SSSC, an introduction of why SPPS needs to move into 2.0 and what 2.0 will be. At a deeper level, there will be many documents on actual data on the SSSC as well as its specific strategies.
- Will this be transparent in its description of SSSC? Response: Yes, the VisionCards are a starting place.
- Extensive discussion was held on the racial equity piece relative to the graphic describing the five SSSC 2.0 components. The Board will be provided an opportunity to provide input on changes to it.
- It was noted on the above issued; additional feedback should come from DPAC on the design. Staff indicated the graphic will never be stand-alone; explanations will accompany it emphasizing racial equity.
- Do not forget to address alignment and sustainability as vital in maintaining the district as well.

- It was noted that people need to know what is happening and what is coming. Response: Staff indicated they wanted the public to have the big picture and then specific goals will be developed along a timeline.

#### H. Work Session

##### 1. **Board Check-In**

Staff provided input to the Board on their self-management of conditions and agreements.

##### 2. **Finalize Outside Committee Assignments/District Council Representation**

Board members indicated their interest in representation on outside committees. Board members were asked to provide the Board Chair with their preferences for District Council assignments.

##### 4. **Board Conference Attendance**

Board members indicated which upcoming conferences they would like to attend. The travel budget balance was reviewed.

##### 4. **Discussion on Future Board Meetings**

The COB chair noted the need for action on several upcoming meetings: additional closed meetings on labor negotiations, an additional Board retreat and a meeting regarding the Superintendent's 2014 goals. Dates will be provided for the February 21 Board meeting.

##### 5. **Discussion on 2014 Listening Sessions** was moved onto the February COB agenda.

### III. ADJOURNMENT

<b>MOTION:</b>	<b>Mr. Brodrick moved, seconded by Ms. O'Connell, the meeting adjourn.</b>
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<b>The motion passed.</b>
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The meeting adjourned at 10:57 p.m.

Respectfully submitted,  
Marilyn Polsfuss  
Assistant Clerk

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

**DATE:** January 21, 2014

**TOPIC:** Recognition of Former Board Member, Elona Street-Stewart, on being the Recipient of an Award

**A. PERTINENT FACTS:**

1. Governor Dayton's Council on the Rev. Dr. Martin Luther King Jr. Statewide Celebration announced former SPPS board member, Elona Street-Stewart, had been chosen as one of Governor Dayton's Council on the Rev. Dr. Martin Luther King Jr. Statewide Celebration Award Winners for 2014.
2. This annual award is presented to those whose work embodies the spirit of the Rev. Dr. Martin Luther King Jr.'s life and message. Her work on behalf of all students, and especially students of color, in Minnesota is greatly appreciated by those within our local communities, but is felt statewide. We are honored to have her as an advocate for our students.
3. The award was presented to Ms. Street-Stewart at The Rev. Dr. Martin Luther King Jr. Statewide Celebration 2014 held, Monday, January 20, 2014.
4. This item is submitted by Superintendent Valeria Silva.

**B. RECOMMENDATION:**

That the Board of Education recognize Ms. Street-Stewart's work on behalf of all students and congratulate her on being a recipient of the Governor Dayton's Council on the Rev. Dr. Martin Luther King Jr. Statewide Celebration Award for 2014.



*Strong Schools, Strong Communities  
for All SPPS Students*

## **SSSC 2.0 Outreach Plan**

*Board of Education*

*1/21/14*



# Purpose

- To inform the Board of community outreach for *Strong Schools, Strong Communities 2.0*



# Beginning with an assessment of SSSC

- SSSC 2.0 builds on the foundation set by the current strategic plan; therefore, outreach efforts must address accomplishments of SSSC.
- A brochure has been developed that summarizes the accomplishments of SSSC.



# Customizing the Message

- Presentations have been developed for general and targeted audiences
- These presentations highlight:
  - Relevant data specific to SPPS student groups
  - Ways in which *SSSC 2.0* will work to increase achievement and eliminate racial disparities





# [www.spps.org/strong\\_schools](http://www.spps.org/strong_schools)

- Website currently includes:
  - SSSC 2.0 will be introduced at State of the District address
  - Lists dates of presentations to community and staff
  - Links to VisionCards
  - Archival info of current SSSC plan
- Website will ultimately also include:
  - Overview of the SSSC 2.0 strategic plan
  - Links to accomplishments under the current SSSC plan
  - FAQ
  - Additional components as needed



# Face to Face Presentations on SSSC 2.0

- State of the District – Official announcement of plan
- Family & Community information sessions
- Employee information sessions
- Information booths
- Parent Advisory Committees (PAC)



# Family and Community Info Sessions

- At each of these meetings:
  - There will be a presentation, Q&A, and live stream online
  - Translators and child care will be provided
- Session dates and locations
  - Sunday, 2/9, 5:00 PM – Webinar
  - Thursday, 2/13, 6:30 PM – Como Park High School
  - Thursday, 2/27, 6:30 PM – Washington Technology Magnet
  - Saturday, 3/8, 10:00 AM – Harding High School
- Will also meet with:
  - Community groups and target audiences as requested
  - Existing district parent groups



# Information Booths

- Information booths will be at the following SPPS events:
  - Saturday, 1/11 – SPPS School Choice Fair
  - Saturday, 2/22 – Thinking College Early Fair
  - Additional events TBD



# Employee Info Sessions

- Sessions available for any SPPS employee to attend:
  - Thursday, 2/6, 7:30 AM – American Indian Magnet
  - Friday, 2/7, Noon – 345 Plato
  - Tuesday, 2/11, 7:30 AM – Groveland Park Elem
  - Thursday, 2/20, 4:30 PM – Ben Mays
  - Tuesday, 2/25, 2:30 – Central High School
- Presentations at each school site also planned





# YOU'RE INVITED!

Saint Paul Public Schools

## Annual State of the District Address

Please join us to learn more about our current  
accomplishments and future goals for student achievement.

**Thursday, January 30, 2014**  
6:30-8:00 p.m. | Washington Technology

For more information, visit [spps.org](http://spps.org)



**HUMAN RESOURCE TRANSACTIONS**  
 (November 26, 2013 through December 31, 2013)  
**January 21, 2014**

**NEW APPOINTMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Pay Rate</u></b>	<b><u>Location</u></b>
Ashley-Wurtmann, A.	Classroom Teacher	01/22/2014	\$36.98	Parkway Montessori & Community Middle
Becker, U. E.	Classroom Teacher	12/02/2013	\$25.81	Highland Park Senior
Ginther, D. S.	Classroom Teacher	12/04/2013	\$36.46	ALC Elementary Program
Veilleux, C. M.	Classroom Teacher	11/25/2013	\$24.27	Nokomis Montessori South
Bystrom, K. K.	Nurse	12/16/2013	\$25.17	Student Placement Center
Iverson, K. A.	Speech Pathologist	12/16/2013	\$32.88	Maxfield Elementary
Fjelstad De Santiago, R.	Education Assistant	01/02/2014	\$15.20	Mississippi Creative Arts
Hannon, R. D.	Education Assistant	12/23/2013	\$12.94	Crossroads Montessori
Sherwood, C. J.	Education Assistant	12/09/2013	\$15.88	Randolph Heights
Thompson, A. P.	Education Assistant	12/10/2013	\$15.20	Student Placement Center
Weir, C. J.	Education Assistant	01/02/2014	\$15.20	Riverview School
Ashley, S.	Teaching Assistant	12/20/2013	\$12.53	Hamline Elementary
Barrera, J. R.	Teaching Assistant	12/20/2013	\$11.38	Cherokee Heights
Buchholz, E. K.	Teaching Assistant	12/04/2013	\$13.05	ESCE Inclusion
Callinan, E. L.	Teaching Assistant	01/02/2014	\$12.41	Battle Creek Elementary
Díaz Sabatés, I.	Teaching Assistant	12/09/2013	\$12.41	Adams Spanish Immersion
Forde, R. L.	Teaching Assistant	01/02/2014	\$13.05	Jackson Preparatory
Glowacki, S. J.	Teaching Assistant	01/02/2014	\$12.41	American Indian Magnet
Houston, I. L.	Teaching Assistant	12/10/2013	\$12.53	Hamline Elementary
Ingram, A. D.	Teaching Assistant	12/02/2013	\$13.05	Hamline Elementary
Jackson, S. R.	Teaching Assistant	01/02/2014	\$12.53	Battle Creek Middle
Johnson, C. G.	Teaching Assistant	11/18/2013	\$13.75	The Heights Community School
Loyd, A. A.	Teaching Assistant	12/12/2013	\$13.75	Humboldt Jr High - Admin Bldg

**HUMAN RESOURCE TRANSACTIONS**  
**January 21, 2014**

**NEW APPOINTMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Pay Rate</u></b>	<b><u>Location</u></b>
Luger, S.	Teaching Assistant	12/12/2013	\$13.75	Como Park Elementary
Maung, N. L.	Teaching Assistant	12/16/2013	\$11.38	Phalen Lake Hmong Studies
Moris, R. M.	Teaching Assistant	12/19/2013	\$12.41	Cherokee Heights
Muellerleile, E. A/	Teaching Assistant	01/02/2014	\$13.23	St. Paul Music Academy
Olson, M. P.	Teaching Assistant	12/04/2013	\$14.05	Focus Beyond (Gr 7-Adult)
Onayiga, N.	Teaching Assistant	01/02/2014	\$13.75	Mississippi Creative Arts
Sheikyusuf, O. J.	Teaching Assistant	12/20/2013	\$12.60	Cherokee Heights
Thurmond, K. R.	Teaching Assistant	12/02/2013	\$12.53	Humboldt Jr High - Admin Bldg
Tuenge, C. M.	Teaching Assistant	12/09/2013	\$12.41	Johnson Achievement Plus
Turner, M. K.	Teaching Assistant	01/06/2014	\$14.23	Battle Creek Elementary
Yang, P.	Teaching Assistant	12/16/2013	\$13.75	Wheelock Early Education
Hyser, P. A.	Carpenter	11/25/2013	\$32.67	Como Service Center
Blohm, D. A.	Clerical	12/03/2013	\$20.12	Humboldt Jr High - Admin Bldg
Brinkhaus, M. M.	Clerical	01/02/2014	\$16.37	Groveland Park
Herman, T. L.	Clerical	01/06/2014	\$18.72	Plato Admin Offices
Jorissen, J. M.	Clerical	12/17/2013	\$17.08	Johnson Senior High
Roux, N. D.	Clerical	12/17/2013	\$16.37	Expo for Excellence
Jensen, J. M.	Custodian	12/16/2013	\$23.21	Como Service Center
Schmitz, P. J.	Custodian	12/09/2013	\$14.94	Open World Learning
Hemmen, J. P.	Nutrition Services Personnel	01/08/2014	\$53.24	Como Service Center
Murphy, B. N.	Nutrition Services Personnel	01/06/2014	\$26.91	Como Service Center
Clark, E. R.	Professional Employee	12/02/2013	\$22.96	Colborne Admin Offices
Gruen, M. W.	Professional Employee	12/16/2013	\$24.85	Plato Admin Offices
Wollenzien, J. M.	Professional Employee	01/02/2014	\$24.85	Colborne Admin Offices
Burr, T. J.	Supervisory	01/07/2014	\$50.95	Colborne Admin Offices



**HUMAN RESOURCE TRANSACTIONS**  
**January 21, 2014**

**PROMOTION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Pay Rate</u></b>	<b><u>Location</u></b>
Hillstrom, R. P.	Central Administrator Career Progression	12/06/2013	\$40.94	Plato Admin Offices
White, K. A.	Classroom Teacher From: Teaching Assistant	12/17/2013	\$31.94	Washington Tech Secondary
Sykes, C.	School/Community Professional From: Education Assistant	01/02/2014	\$26.78	Frost Lake Elementary
Handberg, C.	Education Assistant Career Progression	11/02/2013	\$15.20	Expo for Excellence
Jansma, N.	Education Assistant Career Progression	11/02/2013	\$24.38	Horace Mann School
Vang, L.	Education Assistant From: Teaching Assistant	12/03/2013	\$14.50	Daytons Bluff
Georgeson, M. I.	Teaching Assistant Career Progression	12/16/2013	\$18.24	Riverview School
Wirtz, C. M.	Nutrition Services Personnel Career Progression	11/18/2013	\$20.81	Mississippi Creative Arts
Kpoto, P.	Professional Employee From: Clerical	12/02/2013	\$23.86	Colborne Admin Offices
Vang, M. M.	Professional Employee Career Progression	11/25/2013	\$30.49	Colborne Admin Offices
Yang, P. N.	Professional Employee From: Central Administrator	12/16/2013	\$44.93	Colborne Admin Offices
Vang, K.	Supervisory From: Professional Employee	11/18/2013	\$38.13	Colborne Admin Offices
Krinke, K. M.	Technical Career Progression	11/07/2013	\$32.14	ALC Elementary Program

**TEMPORARY APPOINTMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Pay Rate</u></b>	<b><u>Location</u></b>
Cardinal, H. D.	Classroom Teacher	12/02/2013	\$27.18	Mississippi Creative Arts
Dowdy, M. V.	Classroom Teacher From: Substitute Teacher	12/16/2013	\$27.18	L'Etoile du Nord Upper
Feldmeier, N. J.	Classroom Teacher	12/16/2013	\$24.27	The Heights Community School
Pettit De Dimayuga, M.	Classroom Teacher	01/02/2014	\$24.27	Adams Spanish Immersion

**HUMAN RESOURCE TRANSACTIONS**  
**January 21, 2014**

**LEAVE OF ABSENCE**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Parker, L. G.	Assistant Principal	11/30/2013	Expo for Excellence
Paez, N. D.	Central Administrator	12/05/2013	Plato Admin Offices
Cina, G.	Classroom Teacher	01/01/2014	Adams Spanish Immersion
Davenport, K. L.	Classroom Teacher	12/20/2013	Expo for Excellence
Decourt, E.	Classroom Teacher	11/30/2013	Harding Senior High
Felber-Smith, A.	Classroom Teacher	11/12/2013	Adams Spanish Immersion
King, S.	Classroom Teacher	12/04/2013	Wellstone Elementary
Ley, J.	Classroom Teacher	12/03/2013	Como Park Senior High
Plott, S. L.	Classroom Teacher	12/14/2013	Daytons Bluff
Porthan, K.	Classroom Teacher	12/03/2013	Highland Park Middle
Rody, M. G.	Classroom Teacher	11/15/2013	Open World Learning
Salinas, D. L.	Classroom Teacher	01/08/2014	Benjamin Mays/Museum
Johnson, J. W.	ELL Teacher	12/14/2013	Humboldt Secondary
Herman, B. A.	Nurse	12/18/2013	Humboldt Secondary
Slanika, C.	Social Worker	11/30/2013	Humboldt Secondary
Richardson, C.	Special Education Teacher	01/08/2014	Obama Service Learning
Kersting, M. K.	Education Assistant	01/01/2014	Cherokee Heights
Kyi, M.	Education Assistant	01/06/2014	Four Seasons A+
Matias, B.	Education Assistant	01/01/2014	Linwood Monroe Arts Plus Lower
Beck, R.	Teaching Assistant	11/27/2013	Frost Lake Elementary
Butler, L.	Teaching Assistant	12/03/2013	Hazel Park Preparatory
Moore, D. L.	Teaching Assistant	12/19/2013	Benjamin Mays/Museum
Hadd, R. J.	Custodian	11/30/2013	Early Ed Ben Mays-Rondo
House, D. J.	Custodian	12/10/2013	Cherokee Heights

**HUMAN RESOURCE TRANSACTIONS**  
**January 21, 2014**

**LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Bailey, A.	Nutrition Services Personnel	11/11/2013	Jackson Preparatory
Barber, F.	Nutrition Services Personnel	12/06/2013	Central Senior High
Stein, V. N.	Nutrition Services Personnel	12/04/2013	American Indian Magnet
Taylor, K. J.	Nutrition Services Personnel	12/05/2013	Groveland Park

**ADMINISTRATIVE LEAVE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>
N., S.	Classroom Teacher	12/19/2013
B., R. D.	Teaching Assistant	12/04/2013
T., J. N.	Teaching Assistant	11/27/2013

**REHIRE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Head, K.	Teaching Assistant	12/09/2013	\$14.75	Johnson Senior High
Jacobs, J.	Teaching Assistant	01/02/2014	\$19.24	Nokomis Montessori North
Moua, X.	Teaching Assistant	12/03/2013	\$13.75	Phalen Lake Hmong Studies
Rasmussen, B. A.	Teaching Assistant	12/16/2013	\$14.75	Johnson Achievement Plus
Short, K. D.	Teaching Assistant	12/09/2013	\$12.53	Journey's Secondary

**REINSTATEMENT FROM LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Bosch, S. V.	Classroom Teacher	12/02/2013	Galtier Elementary
Cellura, J. J.	Classroom Teacher	12/02/2013	Highland Park Elementary
Felber-Smith, A. M.	Classroom Teacher	12/16/2013	Adams Spanish Immersion
Flanders, M. A.	Classroom Teacher	12/02/2013	Eastern Heights
Porthan, K.	Classroom Teacher	12/02/2013	Highland Park Middle
Schubert, S. E.	Classroom Teacher	11/18/2013	Focus Beyond (Gr 7-Adult)
Sundberg, J. C.	Classroom Teacher	12/02/2013	Highland Park Senior
Yang, K.	Classroom Teacher	12/02/2013	Mississippi Creative Arts
Young, L.	Classroom Teacher	12/04/2013	Nokomis Montessori North
De Sam Lazaro, S.	Occupational Therapist	12/19/2013	Humboldt Jr High - Admin Bldg

**HUMAN RESOURCE TRANSACTIONS**  
**January 21, 2014**

**REINSTATEMENT FROM LEAVE OF ABSENCE**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Mohamud, K. A.	Education Assistant	12/09/2013	Expo for Excellence
Vu, G.	Education Assistant	12/09/2013	Homecroft Building
Comodore, T. L.	Teaching Assistant	11/20/2013	Bridge View
Paul, A. A.	Teaching Assistant	11/26/2013	Benjamin Mays/Museum
Vang, K.	Teaching Assistant	11/18/2013	Nokomis Montessori North
Crowe, C. L.	Custodian	12/19/2013	Open World Learning
Bailey, A.	Nutrition Services Personnel	12/11/2013	Jackson Preparatory
Straka, A. M.	Nutrition Services Personnel	12/10/2013	American Indian Magnet

**CHANGE IN TITLE**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Pay Rate</u></b>	<b><u>Location</u></b>
Gardner Taylor, A.	Classroom Teacher From: Substitute Teacher	01/02/2014	\$48.25	Johnson Achievement Plus
Lugo Rodriguez, S.	Classroom Teacher From: Education Assistant	01/02/2014	\$24.27	Riverview School
Lorenzen, R.	Specialist From: Classroom Teacher	11/18/2013	\$46.59	Plato Admin Offices
Rishel, M.	Professional Employee From: Supervisory	11/25/2013	\$33.01	Colborne Admin Offices
Shellenberger, M. L.	Teaching Assistant From: Community Programs Hourly	01/02/2014	\$11.95	RiverEast Elem/Secondary

**RETIREMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Hennessy, J.	Assistant Principal	07/01/2014	Harding Senior High
Ashcraft, M.	Classroom Teacher	06/14/2014	Capitol Hill Magnet
Aslani, J.	Classroom Teacher	06/14/2014	Como Park Elementary
Blumthal, L. M.	Classroom Teacher	06/14/2014	Groveland Park
Burwell, M.	Classroom Teacher	06/14/2014	Chelsea Heights
Cochran, M. E.	Classroom Teacher	08/16/2014	Expo for Excellence
Devore, B. J.	Classroom Teacher	06/14/2014	Como Service Center

**HUMAN RESOURCE TRANSACTIONS**  
**January 21, 2014**

**RETIREMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Douglas, L. M.	Classroom Teacher	06/14/2014	Highwood Hills
Egan, S. M.	Classroom Teacher	06/14/2014	Nokomis Montessori North
Erickson, L. J.	Classroom Teacher	06/14/2014	Central Senior High
Fering, P.	Classroom Teacher	06/14/2014	Journey's Secondary
Flynn, P. A.	Classroom Teacher	06/14/2014	Ronald M Hubbs Center
Gause, B. J.	Classroom Teacher	06/14/2014	Farnsworth Aerospace Upper
Gores, N.	Classroom Teacher	06/14/2014	Battle Creek Elementary
Grebner, K.	Classroom Teacher	08/16/2014	International Academy-LEAP
Hanson, P.	Classroom Teacher	06/14/2014	JJ Hill Montessori
Hornfeldt, D.	Classroom Teacher	06/14/2014	Four Seasons A+
Isakson, N. M.	Classroom Teacher	06/14/2014	Mississippi Creative Arts
Jacobson, C. J.	Classroom Teacher	06/14/2014	Mississippi Creative Arts
Johnson, K.	Classroom Teacher	06/21/2014	Hazel Park Preparatory
Kunz, M.	Classroom Teacher	06/14/2014	Four Seasons A+
Lalama, S. A.	Classroom Teacher	06/14/2014	Washington Tech Secondary
Larson, L. J.	Classroom Teacher	06/14/2014	Expo for Excellence
Littlefield, E.	Classroom Teacher	06/14/2014	Open World Learning
McQuade, M.	Classroom Teacher	06/14/2014	The Heights Community
Menon, V.	Classroom Teacher	06/14/2014	Obama Service Learning
Mitzuk, J. E.	Classroom Teacher	06/14/2014	Frost Lake Elementary
Mohn, L.	Classroom Teacher	06/14/2014	Highland Park Elementary
Munion, S.	Classroom Teacher	06/14/2014	Como Park Elementary
Nelson, C. J.	Classroom Teacher	06/14/2014	Obama Service Learning
Olson, K.	Classroom Teacher	06/14/2014	Mississippi Creative Arts
Overton, J.	Classroom Teacher	06/14/2014	Humboldt Secondary
Rickey, K. A.	Classroom Teacher	06/14/2014	Hamline Elementary

**HUMAN RESOURCE TRANSACTIONS**  
**January 21, 2014**

**RETIREMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Schroeder, C. M.	Classroom Teacher	06/14/2014	Johnson Senior High
Sullivan, K.	Classroom Teacher	06/14/2014	Como Park Elementary
Swanson, J. E.	Classroom Teacher	06/14/2014	Maxfield Elementary
Szott, K.	Classroom Teacher	06/14/2014	Early Ed Ben Mays-Rondo
Woodbury, C. A.	Classroom Teacher	06/14/2014	Hamline Elementary
Burrell, C.	ELL Teacher	07/21/2014	Frost Lake Elementary
Cocker-Ferreira, R.	ELL Teacher	06/14/2014	JJ Hill Montessori
Foroozan-Yazdan, S.	ELL Teacher	06/14/2014	Eastern Heights
Kessler, G.	ELL Teacher	06/14/2014	Frost Lake Elementary
Peterson, C. M.	ELL Teacher	06/14/2014	Obama Service Learning
Woessner, L. S.	ELL Teacher	06/14/2014	Hamline Elementary
Heroff, J.	Nurse	07/01/2014	Frost Lake Elementary
LaNasa, D. M.	Nurse	06/14/2014	St. Paul Music Academy
Zawislak, K. C.	Occupational Therapist	06/14/2014	Linwood Monroe Arts Plus Upper
Cervantes-Bethke, R.	Social Worker	06/14/2014	International Academy-LEAP
Thach, C.	Social Worker	07/01/2014	Farnsworth Aerospace Upper
Decker, J. B.	Special Education Teacher	01/22/2014	Murray Middle School
Miller, C.	Special Education Teacher	06/14/2014	Early Ed Ben Mays-Rondo
Olson, J. L.	Special Education Teacher	08/02/2014	Focus Beyond (Gr 7-Adult)
Quednow-Schader, D.	Special Education Teacher	06/14/2014	Linwood Monroe Arts Plus Upper
Slagle, E.	Special Education Teacher	06/14/2014	Murray Middle School
Osborne, J. M.	Speech Pathologist	07/16/2014	Expo for Excellence
Paatalo-Nelson, H.	Speech Pathologist	06/14/2014	1780 W. 7th Street
Cantley, F. C.	Education Assistant	06/14/2014	Highwood Hills

**HUMAN RESOURCE TRANSACTIONS**  
**January 21, 2014**

**RETIREMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Runke, D. J.	Education Assistant	02/01/2014	Central Senior High
Ailabouni, R.	Teaching Assistant	06/14/2014	Eastern Heights
Napier, R. J.	Teaching Assistant	02/08/2014	Obama Service Learning
Sofie, P. C.	Clerical	02/28/2014	Como Service Center
Wright, R. M.	Clerical	12/14/2013	Highland Park Elementary
Grunewald, J. L.	Custodian	03/22/2014	Gordon Parks High - ALC
Turnquist, H.	Supervisory	12/28/2013	Como Service Center

**RESIGNATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Carlson, K. A.	Classroom Teacher	08/24/2013	Hazel Park Preparatory
Head, K.	Classroom Teacher	12/07/2013	Daytons Bluff
Lang, J. L.	Classroom Teacher	01/18/2014	Humboldt Secondary
Lopez, A.	Classroom Teacher	01/04/2014	Riverview School
Rody, M. G.	Classroom Teacher	12/03/2013	Open World Learning
Schatzman, A. M.	Classroom Teacher	01/03/2014	Benjamin Mays/Museum
Muellenberg, R.	Special Education Teacher	01/18/2014	Boys Totem Town
Jensen, J. L.	Education Assistant	12/21/2013	Early Ed Ben Mays-Rondo
Lee, C.	Education Assistant	10/26/2013	Phalen Lake Hmong Studies
Stark, M. L.	Education Assistant	12/28/2013	Expo for Excellence
Wendland, J. J.	Education Assistant	01/04/2014	Highland Park Elementary
Biagi, A. I.	Teaching Assistant	12/14/2013	Wellstone Elementary
Day, E.	Teaching Assistant	01/01/2014	Frost Lake Elementary
Denney, L. J.	Teaching Assistant	01/02/2014	Humboldt Secondary
Huppertz, C. M.	Teaching Assistant	01/04/2014	Humboldt Secondary
Madden, C. P.	Teaching Assistant	06/07/2013	L'Etoile du Nord Upper
Ray, J. M.	Teaching Assistant	10/11/2013	Farnsworth Aerospace Upper

**HUMAN RESOURCE TRANSACTIONS**  
**January 21, 2014**

**RESIGNATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Rosenbloom, P. L.	Teaching Assistant	12/13/2013	Nokomis Montessori North
Sims, L. D.	Teaching Assistant	11/23/2013	Battle Creek Middle
Zastera, A. M.	Teaching Assistant	12/14/2013	Battle Creek Elementary
Thao, S.	Clerical	01/07/2014	Battle Creek Elementary
Bunch, B. L.	Nutrition Services Personnel	10/24/2013	Linwood Monroe Arts Plus Upper
Johnson, R. F.	Nutrition Services Personnel	12/22/2013	Highland Park Senior
Fadhil, F. M.	Supervisory	01/03/2014	Como Service Center

**TERMINATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Greibrok, A. J.	Education Assistant	09/21/2013	Expo for Excellence
Mehr, E. A.	Education Assistant	09/21/2013	Expo for Excellence
Miller, G.	Education Assistant	09/07/2013	Expo for Excellence
Smith, A. C.	Education Assistant	09/10/2013	Early Ed Ben Mays-Rondo
Cole, P. O.	Teaching Assistant	11/30/2013	Bridge View
Goerges, K. K.	Teaching Assistant	09/04/2013	Journey's Secondary
Johnson, G.	Teaching Assistant	12/17/2013	Farnsworth Aerospace Upper
Moore, W. R.	Teaching Assistant	09/05/2013	Bruce F Vento Elementary
Scott, S. P.	Teaching Assistant	09/04/2013	Central Senior High
Solomon, S. J.	Teaching Assistant	11/23/2013	RiverEast Elem/Secondary
Straka, A. M.	Nutrition Services Personnel	12/14/2013	American Indian Magnet

**DISCHARGE**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>
B., J. E.	Teaching Assistant	12/07/2013
W., M. E.	Teaching Assistant	11/07/2013

**TERMINATION OF TEMPORARY EMPLOYMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Bruno, A. M.	Classroom Teacher	11/28/2013	Mississippi Creative Arts
Larsen, G. M.	Classroom Teacher	01/18/2014	Johnson Senior High



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

**DATE:** January 21, 2014

**TOPIC:** Ecolab Foundation Gift to Humboldt High School 2014

**A. PERTINENT FACTS:**

1. An Ecolab Foundation gift in a total amount of \$17,000 has been provided to assist, recognize, promote and fund educational programming for students. \$7,000 is designated for the support of the 2013-14 First Robotics team supplies and equipment and \$10,000 is designated for the Principal's Fund.
2. This gift is designated by Ecolab for support of educational programming at Humboldt and the First Robotics Team equipment.
3. This gift will meet the District strategic plan goal of sustainability.
4. This item is submitted by Michael Sodomka, Principal, Humboldt High School and Steve Unowsky, Assistant Superintendent Grades K-12

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept the \$17,000 gift from the Ecolab Foundation and provide a letter expressing appreciation for the gift.

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

**DATE:** January 21, 2014

**TOPIC:** Ratification of Gift Accepted from General Motors (GM) to the Saint Paul High School Automotive Program in the amount of \$18,270.00

**A. PERTINENT FACTS:**

1. GM has gifted a 2007 Cadillac Escalade EXT valued at \$18,270.00 to the High School Automotive program to be used in classroom instruction and student training.
2. This gift was accepted by Administration and will benefit the students of the secondary Automotive Program, which serves students district-wide, by providing the instructional tools and training that meets current industry standards and further prepares students for internships, careers and postsecondary success.
3. This will meet the District strategic plan goals of achievement and sustainability.
4. This item is submitted by Darlene Fry, Director, Office of College and Career Readiness; Theresa Battle, Assistant Superintendent of High Schools; Matthew Mohs, Chief Academic Officer and Michelle Walker, Chief Executive Officer.

**B. RECOMMENDATION:**

That the Board of Education ratify the administration's action to accept the gift of the GM Cadillac Escalade EXT valued at \$18,270.00 to the Saint Paul Public Schools High School Automotive Program to advance and support educational programming for students and staff in preparing for the transition to postsecondary enrollment and completion.

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

**DATE:** January 21, 2013

**TOPIC:** Greater Twin Cities United Way Gift

**A. PERTINENT FACTS:**

1. Greater Twin Cities United Way's 2013 Holiday Wishes program was a success and that they are providing a total of \$8,000 to two families and Jackson Preparatory School.
2. The \$6,500 is to be used to assist the families with basic needs and other items for the holiday.
3. Bao Yang and family will receive \$3,000 for the family's holiday wishes.
4. William McDowell and family will receive \$3,500 for the family's holiday wishes.
5. Jackson Preparatory School will receive \$1,500. The Funds are used to further support family programs.
6. This project will meet the District strategic plan goals of alignment and sustainability.
7. This item is submitted by Yeu Vang, Principal, Jackson Preparatory School, Craig Guidry, Assistant Principal, Jackson Preparatory School and Christine Osorio, Assistant Superintendent.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to send a letter of appreciation to the Greater Twin Cities United Way's 2013 Holiday Wishes Program for its gift.

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

**DATE:** January 21, 2014

**TOPIC:** Highland Park Senior High School Gift Acceptance of \$9,000.00

**A. PERTINENT FACTS:**

1. Gene Bard is donating \$9,000.00 to Highland Park Senior High School for a student scholarship in memory of his late wife Margaret Bard. Mr. Bard does not want his name nor his wife's name disclosed to the student
2. Guidance Counselor Jason Schlukeiber will consult with counseling staff to select a student and the student will have abilities which will predict success in post high school education. The selected student will agree to submit records of academic progress to Highland Park Senior High School which will be shared with the donor.
3. The student will be someone who could not otherwise afford to begin post high school education but with assistance will be able to do so. The student must attend a Minnesota college or university (publicly funded) during the first year. Upon satisfactory completion of the first year, the other half of the funds will be used, similarly for the second year. If the student doesn't complete the first year satisfactorily, the remaining \$4,500.00 will be used for a new student but only one year of the funding will be available.
4. Funds will be spent from Highland Park Senior High School budget 19-220-291-000-5099-0000.
5. This project will meet the District strategic plan goal of Achievement.
6. This item is submitted by Dr. Winston H. Tucker, Principal, Highland Park Senior High School; and Theresa Battle, Assistant Superintendent of High Schools.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept the donation of \$9,000.00 from Gene Bard in memory of his late wife Margaret Bard for a student scholarship and that the Superintendent (designee) send a letter of appreciation to Gene Bard.

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

**DATE:** January 21, 2014

**TOPIC:** Request for Permission to Submit Grant Applications to the Saint Paul and F. R. Bigelow Foundations to Support Transition Activities for Students Entering Middle School and High School

**A. PERTINENT FACTS:**

1. The Saint Paul and F. R. Bigelow Foundations are currently accepting grant applications for projects that:
  - Sustain Saint Paul as a vibrant community where all people can find hope and opportunity;
  - Build the capacity of SPPS to ensure ALL students receive a premier education;
  - Support proven and new approaches to critical issues; and
  - Seek to eliminate racial and economic disparities and engage the people most impacted.
2. Saint Paul Public Schools has prepared applications for funds that will support Camp 6 and Camp 2018, core elements of district-wide transition programming designed to improve student engagement. Camp 6 is a one-day transition event for entering 6th grade students, held on site at middle schools and K-8 campuses across the district. Camp 2018 will be a one-day transition event for students entering 9th grade: the graduating class of 2018. Both camps are coupled with orientation and transition activities that occur regularly throughout the school year. The requests are for approximately \$75,000 each to the Saint Paul and Bigelow Foundations.
3. This project will meet the District strategic plan goals of ACHIEVEMENT and ALIGNMENT.
4. This item is submitted by Julie Schultz Brown, Director, Communications, Marketing and Development; Assistant Superintendents Theresa Battle, Christine Osorio and Steve Unowsky; Tracey Gray-Akyea, Director, Research, Evaluation and Assessment; Matt Mohs, Chief Academic Officer; and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Saint Paul and Bigelow Foundations for funds to implement student transition activities in grades six and nine; 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:** January 21, 2014

**TOPIC:** Request for Approval to Apply for Funds from the Minnesota State High School League's Foundation

**A. PERTINENT FACTS:**

1. Our district high schools are members of the Minnesota State High School League.
2. The Minnesota State High School League Foundation has monies available to award to high schools in the State of Minnesota. These monies are sales taxes collected on tickets sold at state tournament contests. These funds are being rebated to member schools based on free/reduced lunch participation on athletic teams. The League accepts requests twice during the school year.
3. This grant will meet the District target area goals by ensuring high academic achievement for all students and accelerating the path to excellence.
4. This item is submitted by John Vosejpka, Athletic Secretary and Theresa Battle, Assistant Superintendent for High Schools.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit an application to the Minnesota State High School League's Foundation for monies being awarded to high schools in the State of Minnesota; 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:** January 21, 2014

**TOPIC:** Lease Agreement with Teatro del Pueblo at the Baker Center.

**A. PERTINENT FACTS:**

1. Effective January 1, 2014, the District became the owner of the Baker Center located at the Cherokee Heights School site.
2. Teatro del Pueblo has a lease for use of space at the Baker Center that expired December 31, 2013. Teatro del Pueblo desires to continue leasing this space effective January 1, 2014, when the District assumes ownership of the property.
3. The administration was agreeable to continuing to lease space at the Baker Center to Teatro del Pueblo for an additional six months (corresponding to the end of the school year).
4. Terms and conditions of the Lease Agreement include the following:
  - a. The lease term will be six (6) months commencing January 1, 2014 and terminating June 30, 2014.
  - b. The district will lease approximately one classroom in the Baker Center to Teatro del Pueblo for purposes of providing artistic and educational theater programs throughout the Midwest area.
  - c. Rent for this term will be Three Hundred and 72/100 Dollars (\$300.72) per month. Revenue will be applied to debt service.
5. This item meets district goals of alignment and sustainability.
6. This item is submitted by Sara Guyette, Director of Facilities, and Jean Ronnei, Chief Operations Officer.

**B. RECOMMENDATIONS:**

That the Board of Education ratify execution by the administration of a Lease Agreement between the District and Teatro del Pueblo for lease of space at the Baker Center for the term January 1, 2014 through June 30, 2014, for monthly rent of Three Hundred and 72/100 Dollars (\$300.72) and subject to all other terms and conditions of said agreement.

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

**DATE:** January 21, 2014

**TOPIC:** Establishment of the Classified Position of Business Analyst for Independent School District No. 625 and Relevant Terms and Conditions of Employment

**A. PERTINENT FACTS:**

1. The Information Technology Department has a need for a new job title for a position that will be responsible for translating business needs into technical requirements and working with the appropriate technical teams to define and implement solutions that will align information technology with customer and district initiatives and improve customer service.
2. The Human Resource Department was asked to perform a job study to determine the proper job title and bargaining unit for this work. The recommendation from that study is to create a new title, Business Analyst. This title would be within the unit jurisdiction of the Professional Employees Association unit that represents professional employees. The appropriate pay rate for this position would be equivalent to Grade 16 within this Agreement. This salary range will remain in place for this title until such time as a successor agreement is reached to the 2012-2013 labor agreement for this unit. The benefits associated with this position will be as provided for other positions within this unit. This position is recommended to be a classified position.
3. The funds for this position are available in the Information Technology Department budget.
4. This request supports the District's target area goal of sustainability.
5. This item is submitted by Laurin Cathey, Executive Director, Human Resources; Ivar Nelson, Information Technology Director; and Jean Ronnei, Chief Operations Officer.

**B. RECOMMENDATION:**

That the Board of Education of Independent School District No. 625 approve the establishment of the Business Analyst job classification effective January 21, 2014; that the Board of Education declare the position of Business Analyst as classified; and that the pay rate be Grade 16 of the 2012-2013 Professional Employees Association standard ranges.



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

**DATE:** January 21, 2014

**TOPIC:** Recommendations for Exclusion of Students in Non-Compliance with Minnesota Statute 123.70 Health Standards: Immunizations

**A. PERTINENT FACTS:**

1. There are students in the district who are not in compliance with M.S. 123.70 Health Standards for Immunizations. The students' parents/guardians have been informed of needed immunizations, provided a copy of the law, and given information about community immunization clinics. A contact is made to verify the parents/guardians know that the child is non-compliant, understand the law, and are aware of the possible exemptions to the law. All parents/guardians have had a minimum of 30 days to comply with the law after they are informed that their child is non-compliant.
2. A list of the students is under separate cover.
3. This project will meet the District target area goals by ensuring high academic achievement for all students.
4. Requested by Mary Yackley, Supervisor, Student Health and Wellness; Dr. Elizabeth Keenan, Assistant Superintendent Specialized Services; and Matt Mohs, Chief Academic Officer.

**B. RECOMMENDATION:**

That the Board of Education excludes the named students from school effective January 30, 2014, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

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

**DATE:** January 21, 2014

**TOPIC:** Insurance – General Liability, School Leaders Legal Liability Coverage, and Auto

**A. PERTINENT FACTS:**

1. The District is insured for general liability, school leaders' legal liability, and auto coverage. Currently, these policies are insured by Riverport Insurance Company. The policy term is February 1, 2013 through January 31, 2014. The to-date cost of the current policies for general liability, school leaders legal liability, and auto (core and excess) is \$606,575.

To-date, costs continue to be incurred under the auto policy, for coverage on each newly-acquired leased vehicle by Facilities, as the business line turns over its inventory of used vehicles. Similarly, savings are obtained as used vehicles are released and removed from coverage.

2. A package of \$879,512 was negotiated for the renewal period of February 1, 2014 through January 31, 2015. The exact cost will vary depending upon the number and type of leased vehicles obtained by Facilities for the Auto insurance during the new policy term.

The package premium reflects a 47% increase over last year's quoted premium. This increase consists of a 47% decrease in the general liability coverage premium, a 22% increase in the auto coverage premium, a 25% increase in the crime coverage premium, and a 279% increase in the school leaders' legal liability coverage premium. Premium amounts are based on the District's claim history and estimated future losses. Two deductible options were reviewed, but determined to pose unnecessary risk to the District. All options offered are based on a six-year District claim history.

3. The terms and conditions of the offered policy are the same as the current policy. 25% of the premium will be prepaid as a down payment, with nine monthly installments following.
4. This recommendation has been reviewed by Bradley Miller, Purchasing Manager.
5. Funding for this service agreement will be provided from the Insurance District-wide budget, 01-005-940-000-6340-0000.
6. This item meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Marie Schrul, District Controller, and Michelle Walker, Chief Executive Officer (CEO).

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent to renew a 12-month policy for general liability, school leaders legal liability, and auto insurance coverage with Riverport Insurance for the period February 1, 2014 through January 31, 2015, at a cost of \$879,512 for the policy term.

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

**DATE:** January 21, 2014

**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 goals alignment and sustainability.
4. This item is submitted by Marie Schrul, Controller.

**B. RECOMMENDATIONS:**

1. That the Board of Education approve and ratify the following checks and wire transfers for the period November 1, 2013 – November 30, 2013.

(a) General Account	#606606-608311	\$72,184,265.21
	#0000402-0000437	
	#7000395-7000442	
	#0000072-0000093	
(b) Debt Service	-0-	\$0.00
(c) Construction	-0-	<u>\$1,595,645.89</u>
		<u>\$73,779,911.10</u>

Included in the above disbursements are 3 payrolls in the amount of \$52,184,356.76 and overtime of \$274,209.54 or 0.53% 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 April 31, 2014.

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

**DATE:** January 21, 2014

**TOPIC:** Insurance – Property

**A. PERTINENT FACTS:**

1. The District is insured for property coverage. Currently, this policy is insured by Affiliated FM. The policy term is February 1, 2013 through January 31, 2014. The to-date cost of the current policy for property is \$532,852.26.
2. A policy of \$553,742 was negotiated for the renewal period of February 1, 2014 through January 31, 2015. The 4% increase in the renewal premium over last year's quoted premium is due to an increase in the value of the District's properties. State Taxes, Surcharges or Fees for Property Insurance are included in the Property premium.
3. The terms and conditions of the offered policy are the same as the current policy. Premium is prepaid and agency billed.
4. This recommendation has been reviewed by Bradley Miller, Purchasing Manager.
5. Funding for this service agreement will be provided from the Insurance District-wide budget, 01-005-940-000-6340-0000.
6. This item meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Marie Schrul, District Controller, and Michelle Walker, Chief Executive Officer (CEO).

**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 February 1, 2014 through January 31, 2015, at a cost of \$553,742 for the policy term.

**Board of Education Meetings**

(Regular meetings at 5:30 unless otherwise noted

Closed meetings are all at 4:00 p.m. unless otherwise noted and are in regard to updates on labor negotiations)

- 2/18
- 3/18
- April 15
- 5/20
- 6/24
- 7/15
- 8/19
- 9/23
- 10/14
- 11/18
- 12/16

**Committee of the Board Meetings**

(4:30 unless otherwise noted)

- February 11
- March 4
- April 8
- May 6
- June 10
- July 15
- September 9
- October 7
- October 28
- December 2