



# **Saint Paul Public Schools**

## **Regular Meeting**

**Tuesday, September 20, 2011 5:45 PM**

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

**BOARD OF EDUCATION**



**Elona Street-Stewart**  
*Chair*



**Jean O'Connell**  
*Vice Chair*



**Keith Hardy**  
*Clerk*



**Anne Carroll**  
*Treasurer*



**John Brodrick**  
*Director*



**Kazoua Kong-Thao**  
*Director*



**Jeff Risberg**  
*Director*



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

**BOARD OF EDUCATION COMMITTEES**

**Committee of the Board – John Brodrick, 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**

\*\*\*\*\*

**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**

**September 20, 2011**  
**5:45 PM**

**A G E N D A**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF THE ORDER OF THE AGENDA**
  - A. Order of the Consent Agenda
  - B. Order of the Main Agenda
- IV. APPROVAL OF THE MINUTES**
  - A. Minutes of the Regular Meeting of the Board of Education of August 16, 2011      6
- V. COMMITTEE REPORTS**
  - A. Committee of the Board Meeting of August 23, 2011      19
  - B. Committee of the Board Meeting of September 13, 2011      26
    - 1. Levy Update      39
- VI. RECOGNITIONS** (Time Certain 6:30 p.m.)
  - A. Acknowledgement of Good Work Provided by Outstanding District Employees and Departments      47
  - B. Acknowledgement of Accomplishments of SPPS Students      48
- VII. PUBLIC COMMENT** (Time Certain 7:00 p.m.)
- VIII. SUPERINTENDENT'S REPORT**
  - A. Opening of School Report      49
  - B. MCA Test Results Overview
  - C. Human Resource Transactions      59
- 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 - None

B. Grants	
1. Request for Permission to Submit a Grant Application to the Richard M. Schulze Family Foundation	74
2. Approval to Enter into a Collaborative Grant Agreement with the Amherst H. Wilder Foundation	75
C. Contracts	
1. Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) Computer Adaptive Tests (RATIFICATION)	76
2. Playworks Partnership Contract	77
D. Agreements - None	
E. Administrative Items	
1. Proposed Discharge of Tenured Teacher	78
2. Establishment of the Classified Position of Business Intelligence Dashboards/Reports Developer for Independent School District No. 625 and Relevant Terms and Conditions of Employment	79
3. Establishment of the Unclassified Position of Print Copy Mail Center Supervisor for Independent School District No. 625 and Relevant Terms and Conditions of Employment	80
4. Employee Dental Insurance Annual Renewal	81
5. Active Employee and Early Retiree Health Insurance	82
6. Employee Life Insurance Renewal	84
7. Employee Long-Term Disability Insurance	85
8. Employee Short-Term Disability Insurance Annual Renewal	86
9. Establishing Rates of Pay for Temporary Language Interpreters	87
F. Bids - None	
X. <b>OLD BUSINESS</b>	
A. Second Reading: Revision to Policy 903.00 Dangerous Weapons Policy	88
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. Board of Education Meetings (5:45 unless otherwise noted)	91
B. Committee of the Board Meetings (4:30 unless otherwise noted)	92

#### **XIV. ADJOURNMENT**

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**Saint Paul, Minnesota**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION**  
**August 16, 2011**

**I. CALL TO ORDER**

The meeting was called to order at 5:56 p.m.

**II. ROLL CALL**

PRESENT: Ms. Kong-Thao, Ms. O'Connell, Mr. Brodrick, Ms. Street-Stewart, Ms. Carroll, Mr. Risberg, Mr. Hardy, Superintendent Silva, Mr. Lalla, General Counsel, Ms. Polsfuss, Assistant Clerk

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

A. Order of the Consent Agenda

**MOTION:** Ms. Carroll moved approval of the Order of the Consent Agenda with the exception of items C1 Request for Permission of the Board of Education to Enter Into a Renewal Contract with Leadership and Learning Center (LLC), C3 Contract Between Saint Paul Public Schools and School Space Media, D1 Request for Permission of Board of Education to Enter Into an Agreement with Scholastic, Inc. for the purchase of System 44 and Read 180 Next Generation Reading Programs, E6 Request for Permission to Support the Primary Project Program in Conjunction with the Wilder Foundation and F2 Bid No. A9475-K: Construction of Telepresence Room at Highland Park Senior High School which were pulled for separate consideration. Motion seconded by Mr. Hardy.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

B. Order of the Main Agenda

**MOTION:** Mr. Brodrick moved approval of the Order of the Main Agenda. Motion seconded by Ms. Carroll.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

**IV. APPROVAL OF THE MINUTES**

- A. Minutes of the Special Closed Board of Education Meeting July 19, 2011
- B. Minutes of the Regular Meeting of the Board of Education of July 19, 2011

**MOTION:** Ms. O'Connell moved, seconded by Mr. Hardy, approval of the Minutes of the Special Closed Board of Education Meeting July 19, 2011 and the Regular Meeting of the Board of Education of July 19, 2011.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

## **V. COMMITTEE REPORTS**

### **A. Committee of the Board Meeting of July 19, 2011**

The first item on the agenda was a Legislative Update. The SPPS Legislative Liaison provided a recap of the completed legislative session noting a Special Session Agreement had been reached to move bills forward. She indicated there was an agreement for no amendments or any other bills being added to the agenda with the bills going straight to the floor for their third reading. She reviewed the major provisions of the bills, as known, and provided her insight on what might be expected in the final bill indicating a complete report would be provided to the Board and administration as soon as all details were known.

The next subject was a revision to Policy 903.00 Dangerous Weapons Policy which was reviewed with the following motion:

**RECOMMENDED MOTION:** That the Board approve the revised language provided and that the revised policy containing the new language be brought to the August Board of Education meeting for its first reading.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	No
Mr. Risberg	Yes
Mr. Hardy	Yes

Director Carroll requested a vote on the recommended motion stating she was opposed to the use of the replica rifles within SPPS. Director O'Connell indicated she supported the motion, as JROTC deserved as full an experience as possible in their educational experience. The question was raised why a vote was necessary; the Chair indicated it was being voted on as an action coming out of the COB.

The Work Session was simply to ensure that the Conflict of Interest forms were collected from Board members.

**MOTION:** Mr. Brodrick moved the board accept the report of the COB meeting of July 19, 2011. Motion was seconded by Ms. Carroll.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

Mr. Risberg  
Mr. Hardy

Yes  
Yes

## **VI. RECOGNITIONS (Time Certain 6:30 p.m.)**

### **A. Introduction of New Administrators**

The following individuals were introduced to the Board:

- Heidi Bernal, Adams Spanish Immersion, Principal
- Nancy Veverka, Adams Spanish Immersion, Assistant Principal
- Brooke Magill, American Indian Magnet & World Cultures, Administrative Intern
- Mary Weyandt, American Indian Magnet & World Cultures, Interim Principal
- Howard Wilson, Battle Creek Elementary, Principal
- Patrick Bryan, Capitol Hill Magnet, Principal
- Steve Hoffman, CIPD Academic Innovation & Technology Integration , Assistant Director
- Michelle Bierman, CIPD Curriculum Instruction & Professional Development, Assistant Director
- Christine Osorio, CIPD Curriculum Instruction & Professional Development, Executive Director
- Julie Schultz Brown, Communications, Marketing & Development, Director
- Scott Masini, Como Park Elementary, Administrative Intern
- Melisa Rivera, Crossroads Montessori & Science, Assistant Principal
- Ivar Nelson, Department of Information Technology, Director
- Marsha Baisch, Division of Schools Academic Support, Principal on Special Assignment
- Steve Unowsky, Division of Schools Academic Support, Director
- Willie Jett, Division of Schools -High Schools, Assistant Superintendent
- Billy Chan, Eastern Heights Elementary , Principal
- Efe Agbamu, ELL, Director
- Patty Murphy, Evening High School, Principal
- Jim Elander, Four Seasons A+ Elementary, Principal
- Craig Anderson, Hancock-Hamline Elementary , Principal
- Kirk Morris, Highland Park Junior High, Assistant Principal
- Eleanor Clemmons, Highwood Hills Elementary , Principal
- Chreese Jones, Jackson Preparatory Magnet, Administrative Intern
- Timothy Hofmann, Johnson Senior High, Assistant Principal
- Astein Osei, Johnson Senior High, Principal
- Hamilton Bell, Journeys Secondary School, Principal
- Beth Behnke, Linwood Monroe Arts Plus, Principal
- Concha Fernandez Del Rey, Mississippi Elementary, Administrative Intern
- Kate Flynn, Mississippi Elementary, Principal
- Isis Buchanan, Murray Junior High, Assistant Principal
- Lena Christiansen, Museum Magnet & Benjamin E Mays International Magnet, Assistant Principal
- Kris Peterson, Open World Learning Community School/ Creative Arts, Principal
- Angelica Van Iperen, Paul & Sheila Wellstone Elementary, Principal
- John Osorio, Paul & Shelia Wellstone Elementary, Assistant Principal
- Karen Duke, Randolph Heights Elementary, Principal
- Liz Keenan, Special Education & Support Services, Executive Director
- Omar Adams, St. Paul Music Academy, Administrative Intern
- Mary Yackley, Student Wellness, Supervisor
- Jayne Ropella, The Heights Community School, Principal



## **VII. PUBLIC COMMENT (Time Certain 7:00 p.m.)**

- Zora Chrislof - Use of Title 1 monies
- Bob Zick – change of public comment time, request for public data, cost of moving and furniture efforts within SPPS

## **VIII. SUPERINTENDENT'S REPORT**

### **A. Readiness for School Report**

The Superintendent stated this was the last regular meeting before opening of school on September 6. She extended her thanks to all of those who worked during summer school and the opportunities they gave to students to enrich their learning. She then asked the Chief of Staff to summarize what is being done to start school this year.

In the area of Goal 1 (Achievement), three major areas were highlighted in the area of Academic Readiness.

1. Professional Development is being incorporated at all levels. Primary efforts include the Administrator's Academy that has three major elements concentrating on expectations and strategic direction, racial equity and data review and analysis. Other areas are new teacher orientation, opening week trainings, racial equity at district and site levels through the Beacon Schools and focus on the common core/literacy ELA.
2. Organizational Realignment to support teaching and learning. This included the reorganization of the Center for Curriculum, Instruction and Professional Development (CIPD). Supports for schools will be targeted in AYP stages 3.1 and above. Alignment was encouraged through a retreat to align the work of the Divisions of Academics, Schools and Accountability.
3. New enhanced academic programming which includes the Journeys Secondary School which will provide support to students identified with special educational needs; the new Mandarin Chinese Immersion at Benjamin E. Mays; expansion of the Discovery Club to Adams & L'Etoile Du Nord and work with the Leadership and Learning Center (LLC) to bring practices to scale.

Goal 2 (Alignment) focuses on systemic accountability and data readiness. The MCA reading and math results have been delayed by the State shut down. The release of the proficiency scores is expected no later than September 30. The MCA growth calculations and AYP results will probably not be available until late September or early October.

SPPS has been proactive and the Division of Accountability is providing a "Mining the Data" workshop on August 24, 25 & 30. This will be an opportunity for principals and key staff to go over data and learn how best to utilize it. This will provide for an on-going cycle of improvement and promotes data literacy and analysis for school improvement.

In the area of support for students, the SPPS Placement Center has been administering the WIDA-ACCESS Placement Test (W-APT) to all incoming students (K-12) who speak a language other than English in the home. The Title I Homeless Program is now being called Project REACH (Realizing Educational Advancement of Children who are homeless). 3M will provide supplies to more than 17,000 students as school opens. GRAD test prep classes have already been scheduled to prepare students for the October GRAD tests.

To support families SPPS is working toward more timely aligned information sharing to help families juggle schedules. The bus schedules have already been mailed out to families and the Back-to School Guides arrive this week. SPPS is adjusting schedules & services to meet the needs of families by providing extended hours at the Placement Center and providing off-site enrollment at various community registration sites. Central Office administrators will provide support to schools on the first day.

Operational Readiness is in "go mode" with:

- The Budget Office prepared to provide a FY 12 budget update at the August 23 COB.

- The Controller has all financial activities ready for FY 12
- HR has all principal positions filled and is working to fill the last 30 teaching positions.
- IT has all systems running with a greater focus on technology as a tool to support learning and efficiency.
- Nutrition & Custodial Services have the contracts for food and supplies established, free and reduced applications have been mailed and are also available on line.
- Transportation is finalizing routes based on latest information from the Student Information System (CAMPUS)
- Security & Emergency Management (SEM) have all security staff hired, trained and assigned for FY 12 The combined SEM and Transportation security staff will complete implementation by August 19.
- Facilities has 161/165 projects tracking on or ahead of schedule and will be ready for school opening.

#### QUESTIONS/DISCUSSION:

- The question was asked if Board members would again participate in the distribution of school supplies provided by 3M. Staff indicated information on this would be provided.
- The Superintendent was asked what parents need to do to prepare for school. The Superintendent responded first with thanks to SPPS partners for their support and what they give to the community. She indicated SPPS seeks ways help to provide families with opportunities to save money and for children to have what they need. She noted if a family cannot afford uniforms or supplies, SPPS can assist them in this area. As far as getting ready for school the students should get to bed earlier so they get plenty of sleep and are ready for school. She noted the high schools would look more uniform with new furniture in the offices which will provide a more welcoming and functional area for staff and families. The parents should familiarize their students with the bus pick up area and times. SPPS has the expectation of staff that all students must and should achieve. She stated the District would work in collaboration with families, staff and community.

The Superintendent moved to recognition of staff leading the work of the new school year in the schools. She stated SPPS would be focusing on different ways to prepare staff for their current and future in the district.

#### B. Human Resource Transactions & Personnel/Position Recommendations

**MOTION:** Ms. Carroll moved the Board approve the Human Resource Transactions from June 28, 2011 through July 27, 2011 as published as well as the personnel recommendations for principal assignments of Beth Behnke, Principal, Linwood Monroe Arts Plus, Patrick Bryan, Principal, Capitol Hill Magnet and Dr. Marsha Baisch, Principal on Special Assignment for Leadership Development. Ms. Kong-Thao seconded the motion.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

#### IX. **CONSENT AGENDA**

**MOTION:** Ms. Carroll moved approval of the items on the Consent Agenda with the exception of items C1 Request for Permission of the Board of Education to Enter Into a Renewal Contract with Leadership and Learning Center (LLC), C3 Contract Between Saint Paul Public Schools and School Space Media, D1 Request for Permission of Board of Education to Enter Into an Agreement with Scholastic, Inc. for the purchase of System 44 and Read 180 Next Generation Reading Programs, E6 Request for Permission to Support the Primary Project Program in Conjunction with the Wilder Foundation and F2 Bid No. A9475-K: Construction of Telepresence

Room at Highland Park Senior High School which were pulled for separate consideration. Motion seconded by Ms. Kong-Thao.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

A. Gifts - None

B. Grants

**BF 28756.** Request for Permission to Submit a Grant Application to Health and Human Services for Child Welfare - Education System Collaborations to Increase Educational Stability Program

That the Board of Education authorize the Superintendent (designee) to submit an application to the Department of Health and Human Services to will develop, implement and evaluate a multi-system partnership to improve the educational stability and permanency outcomes for youth between the ages of 10 to 17 years old in foster care who are currently receiving special education services in a federal level setting 3 or 4. SPPS will partner with Ramsey County Community Human Services for the project; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 28757.** Request for Permission to Submit a Grant Application to United Way Women's Leadership Council for Student Readiness

That the Board of Education authorize the Superintendent (designee) to submit an application to the United Way Women's Leadership Council that will support parents and children in the Promise Neighborhood area through the transition into school entry by providing them with the necessary culturally-specific tools to ensure school readiness; to accept funds, if awarded; and to implement the project as specified in the award documents.

C. Contracts

**BF 28758.** Request Permission to Amend the Contract Entered into with the Minnesota Literacy Council on behalf of the Saint Paul Literacy Consortium for 2011-12

That the Board of Education authorize the Superintendent (designee) to amend the contract amount entered into with the Minnesota Literacy Council on behalf of the Saint Paul Community Literacy Consortium for the 2011-12 fiscal year to \$166,179.

**BF 28759** Approval of Amendment to Superintendent Employment Contract

That the Board of Education approve the amendment to the Superintendent Employment Contract.

D. Agreements

**BF 28760.** Agreement between Saint Paul Independent School District #625 and YMCA of Greater St. Paul

That the Board of Education authorize the Superintendent to enter into an agreement with the YMCA of Greater to reimburse the YMCA for providing direct childcare services in an amount not to exceed \$696,040 from August 1, 2011 to July 31, 2012.

E. Administrative Items

**BF 28761.** Designation of Full-Service School Zones

That, pursuant to Minnesota Statutes Section 123B.88, subdivision 1a, the Board of Education designate full-service school zones in the 2011-12 and 2012-13 school years, with

a review and consideration of renewal thereafter, for Jackson, Maxfield, St. Paul Music Academy, Dayton's Bluff, Obama and John A. Johnson elementary schools.

**BF 28762** Approval of Renewal of Membership in the Minnesota State High School League  
That the Board of Education adopt the attached resolution to renew the School District's membership in the Minnesota State High School League.

**BF 28763** Monthly Operating Authority  
That the Board of Education approve and ratify the following checks and wire transfers for the period July 1 – July 31.

(a) General Account	#491343-492616	\$46,926,851.84
	#3015811-3015922	
(b) Debt Service	-0-	--
(c) Construction	-0-	<u>3,668,744.95</u>
		<u>\$50,595,596.79</u>

Included in the above disbursements are payrolls in the amount of \$25,801,475.16 and overtime of \$89,472.53. (3 pay periods)

(d) Collateral Changes                      None

And, that the Board of Education further authorize payment of properly certified cash disbursements including payrolls, overtime schedules, compensation claims, and claims under the Workers' Compensation Law falling within the period ending November 15, 2011.

**BF 28764** Name Change for Four Seasons Building to Focus Beyond  
That the Board of Education authorizes the Superintendent to change the name of the current Four Seasons building to Focus Beyond Transition Services

**BF28765** Establishment of the Unclassified Position of Transportation Data Coordinator for Independent School District 625 and Relevant Terms and Conditions of Employment

That the Board of Education of Independent School District No. 625 approve the establishment of the Transportation Data Coordinator job title effective August 16, 2011; that the Board of Education declare the position of Transportation Data Coordinator as unclassified and exempt from Civil Service; and that the pay rate be Grade 16 of the Professional Employees Association standard ranges.

#### F. Bids

**BF28766** Bid No. A9474-K: Renovation of the former Creative Arts Building (1037 University Avenue) for the Relocation of the AGAPE Program

That the Board of Education authorize award of Bid No. A9474-K for a construction of renovation of the former Creative Arts building (1037 University Avenue) to accommodate relocation of the AGAPE program to this building to the lowest responsible bidder, Rochon Corporation, for the lump sum base bid of \$3,460,000.00.

#### **CONSENT AGENDA ITEMS FOR SEPARATE CONSIDERATION**

**BF 28767** Request for Permission of the Board of Education to Enter Into a Renewal Contract with Leadership and Learning Center (LLC)

Director Hardy indicated he had pulled this item so the community could have an overview of the LLC contributions and how it helps with Goal 1, Achievement.

The Superintendent stated this was complex work, which is now in its third year with Dr. Reeves and the Leadership and Learning Center. Staff indicated SPPS is moving toward expanding its internal capacity in this area and working toward deep implementation of the efforts so teachers have the practices they need. The work is focusing on practices not products. This year the plan is to (1) Deepen the Data Team process to support Professional Learning Communities

(PLCs) thru use of student data particularly individual assessments in content areas in order to help students become more proficient. 18 SPPS staff are now certified in the Data Team Process. (2) Continue work with formative assessments and how to utilize these to inform instruction thru identification of strategies to implement in the classroom for student cohorts. (3) Identify school needs at elementary and high school level and target assistance where it is most needed. (4) Continue work in Five East Steps for Balanced Math process (problem solving process) through a model on how to use the process within the individual classrooms and to provide examples to teachers on how best to use the process for the students' benefit. (5) Building capacity through LLC coaches by making onsite visits to create assessments and how to use the results of the assessments. (6) Further emphasis on the Right to Learn Strategies on how connect in content areas and support sound instructional practice, particularly in the high schools. (7) Continued involvement with Common Core to share practices with other districts to showcase and celebrate the work SPPS has done and to provide a model on how an urban district addresses issue of student achievement and works toward elimination of the achievement gap.

#### QUESTIONS/DISCUSSION:

- With the focus on math and with the most recent science results, what kind of focus on science will there be? Response: In terms of standards and what is tested with MCA, there will be work on identifying, through right to learn strategies, the literacy components in preparing for the test. There will also be more science and math collaboration in professional development.
- The Common Core Conference, will the conference be done in partnership between SPPS and LLC? Is the cost of the conference part of the BAI? Response: Yes, it is collaboration between SPPS and LLC. It will highlight the work done, showcase standards and the work done to align with curriculum. LLC is covering PR costs and speakers. SPPS will handle design of the conference and location ensuring it is in St. Paul. This is a joint venture, sharing of costs for the summit between SPPS and LLC. Staff indicated they would provide a breakdown of costs to the Board.

Staff was encouraged to provide web-based information about the Common Core Standards so the public can understand it.

The Superintendent noted SPPS is one of five districts in the nation implementing common core. SPPS was selected because of its uniqueness and what it has done. The Gates Foundation has funded the Common Core effort. SPPS is working with the Teachers Federation and State Department of Education in this effort.

**MOTION:** Ms. Carroll moved, seconded by Mr. Brodrick, that the Board of Education authorize the Superintendent to enter into an agreement with the Leadership and Learning Center (LLC), beginning July 1, 2011 through June 30, 2012 for an estimate cost not to exceed \$340,000.00.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

#### **BF 28768** Contract Between Saint Paul Public Schools and School Space Media

Director Carroll stated she could not reconcile the approach in this item with policy 716.00 Advertising that states: (1) No one shall employ by direct or indirect reference the name of the school district to endorse a commercial product or business enterprise. (2) Advertising to support district or school publications is permissible provided the subject matter meets criteria established by the Superintendent. She noted the Board has addressed this policy in the past. She stated

the Board and administration need to sort out how deal with advertising within District. She suggested this item be tabled and sent to the COB in order to tackle the policy properly.

Director Hardy noted the Board had recently requested that the District look at revenue sources. He stated this item provided an opportunity for a revenue source for high schools and athletics. He asked how the opportunity had arisen and how other districts have handled similar situations.

The General Counsel stated this was not prohibited by the wording of Policy 716.00 Provision I. The district is not endorsing an advertising product put on signs. He stated Item 2 not applicable as it deals with publications. He further stated the State statute authorizes this type of contract. The one limitation is that revenue generated must be used according to a plan specified by the school board.

It was stated this was a way to provide revenue to benefit kids but the Board must apply its actions in compliance with policies.

**MOTION:** Ms. Kong-Thao moved, for purposed of discussion, that the Board of Education authorize the Superintendent (designee) to enter into an agreement with School Space Media Co. for one school year (2011-2012) with the option to renew the agreement at the end of each school year. Director O'Connell seconded the motion.

The Assistant Superintendent for Middle Schools stated School Space Media approached SPPS with the proposal to use the signage at three athletic arenas. She stated they were not interested in putting them at all seven SPPS high schools. They had done a study determining the amount of participation and admission rates from each site and decided to offer placement of the signage at the three with the highest participation rate. The athletic directors were in support of the ideas as long as the revenue was returned to the district and distributed to all seven sites.

The District checked with Mounds View and Burnsville who were participating in the program and found they were satisfied with the arrangement. SPPS then worked to move the request through proper channels. Staff indicated they had compared the proposal with policy, particularly the Wellness Policy as well as consulting counseling and student services.

The question was asked as to what kind of advertising was put on the boards. Response: Colleges and universities, bank systems, auto dealerships, insurance companies, realtors, health industries and hospitals. SPPS would have the right to determine what could be used as advertising. Therefore, SPPS has preapproval of advertisers.

The question was asked about anticipated revenue receipts and if the proposal is tabled, are there any consequences? Response The revenue would be 50% of the net profit generated. Staff noted one district has received approximately \$15,000 under the contract. If the item is tabled it will result in a missed opportunity for revenue to the district for at least the fall season.

It was asked if there are criteria for approving advertising. Response: The use of common sense along with the Wellness Policy and, of course, no liquor or tobacco

The Board then discussed various means of looking at policy revision and establishment of protocols while still moving the proposal forward.

**MOTION:** Director Kong-Thao moved to table her motion. Director Carroll seconded the tabling. The motion was tabled.

**MOTION:** Director Carroll moved that the Superintendent work with the Board to develop a revised advertising policy that addresses the issues that have been raised relative to it. The timing is to have preliminary information at next COB meeting in order to bring it forward to the Board as soon as possible. The motion was seconded by Director Brodrick.

Staff was instructed to research the history of the advertising policy. Issues which need to be addressed include who benefits, how this would support the Strategic Plan, how this supports

academics and student achievement, how does it align with other policy and who gets the revenue and on what basis? The underlying issues is the commercialization of children's education.

The question was asked if the Policy Work Group should be brought in to work on this. The Superintendent noted the next COB was next week and school is opening so staff is completely involved until early September. The next COB is September 13. The history will have to be researched and reviewed. She stated the work group would be called when appropriate.

**RESTATEMENT OF MOTION:** Director Carroll moved that the Superintendent work with the Board to develop a revised advertising policy that addresses the issues that have been raised relative to it. The timing is to have preliminary information at next COB meeting in order to bring it forward to the Board as soon as possible. The motion was seconded by Director Brodrick.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

**MOTION:** Director Kong-Thao moved to remove her motion from the table. Motion seconded by Director O'Connell.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

**RESTATEMENT OF ORIGINAL MOTION:** Ms. Kong-Thao moved that the Board of Education authorize the Superintendent (designee) to enter into an agreement with School Space Media Co. for one school year (2011-2012) with the option to renew the agreement at the end of each school year. Director O'Connell seconded the motion.

**MOTION:** Director O'Connell moved to amend the motion to include reference to how revenues will be split between the seven high school athletic programs to be in compliance with State law on revenue sharing. All revenues to be split equally among the seven programs. Motion seconded by Ms. Carroll.

There was discussion on various permutations on the contract with input from the General Counsel. There was also clarification on the earlier motion intent regarding changing the policy. The General Counsel noted the Board could spend as much time as necessary in revising the policy since its intent to change the policy has been moved upon already and the contract could be approved with no consequences under this scenario.

**RESTATEMENT OF MOTION:** Director O'Connell moved to amend the motion to include reference to how revenues will be split between the seven high school athletic programs so as to be in compliance with State law on revenue sharing. That all revenues to be split equally among the seven programs. Motion seconded by Ms. Carroll.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes

Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

**AMENDED MOTION:** That the Board of Education authorize the Superintendent (designee) to enter into an agreement with School Space Media Co. for one school year (2011-2012) with the option to renew the agreement at the end of each school year. All revenues from the agreement are to be split equally among the seven high school athletic programs.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

**BF 28769** Request for Permission of Board of Education to Enter into an Agreement with Scholastic, Inc. for the purchase of System 44 and Read 180 Next Generation Reading Programs.

Director Hardy indicated he had pulled this item to highlight what the programs offer and to ask if the District is breaking new ground through their use.

The Superintendent stated SPPS has used System 44 last year with implementation at ALC Gordon Parks. She stated it is the right program for adults who are reading at a very low level. Read 180 has been used extensively across the nation with excellent results if it is rigorously implemented. The Council of Great City School has, in an uncharacteristic move, put its support behind the Read 180 program due to the results it achieves. She noted SPPS needs to implement the program rigorously as recommended in order to achieve similar results.

The programs will be implemented at:

- System 44 member schools will be: Secondary: Battle Creek M.S., Highland Jr. H.S., Murray Jr. H.S., Ramsey Jr. H.S., Washington
- Read 180 Next Generation member schools will be: Elementary: (none). Secondary: Battle Creek M.S., Central Sr. H.S., Como Sr. H.S., Farnsworth Aerospace Upper, Harding Sr. H.S., Highland Jr. H.S., Highland Sr. H.S., Humboldt Complex, Johnson Sr. H.S., LEAP, Murray Jr. H.S., Ramsey Jr. H.S., Washington

**MOTION:** Ms. O'Connell moved, seconded by Ms. Carroll, that the Board of Education authorize the Superintendent (designee) to enter into an agreement with Scholastic, Inc. in the amount of \$350,855.00 for the purchase of licenses, instructional materials, and the implementation of System 44 at the secondary level, and Read 180 Next Generation at the secondary level.

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

**BF 28770** Request for Permission to Support the Primary Project Program in Conjunction with the Wilder Foundation



Director Hardy stated he had pulled this item in order to thank Wilder for the program and the great results it is achieving for students.

**MOTION:**                **Ms. Kong-Thao moved, seconded by Ms. O'Connell, that the Board of Education authorize the Superintendent (designee) to collaborate with the Wilder Foundation in delivery of the Primary Project in the district.**

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

**BF 28771**            Bid No. A9475-K: Construction of Telepresence Room at Highland Park Senior High School

Director Hardy stated he had pulled this to highlight SPPS moving into the 21st century and for information on what opportunities this provides to SPPS.

The Chief Business Officer stated the telepresence systems have been received from CISCO Corp. They are state of art integrated video conference systems. The Highland system will provide a distance-learning classroom using very highly capable technology utilizing VOIP. It gives Highland distance learning capability for utilization providing global reach as a learning institution. There are innumerable other applications for live time applications to leverage learning opportunities. SPPS has six units; Highland's is the largest unit. There are smaller units at 360, 1930 and Johnson. These represent another component to IT's strategic effort to move instructional technology and student learning as its first priority. These are all donated systems from CISCO Corp.

The Chief of Academics stated there was a concerted effort to preserve this system for the students as a shared academic resource. There are four areas to concentrate on: shared academic resources, blended classrooms, for immersion and to scale across jurisdictional and cultural boundaries. Students needs will drive the use of the telepresence units.

Will other schools have access to the room? Response: There is a smaller unit at Johnson. Administration is working on a process for other utilization and logistics behind that. The intent is to provide as many opportunities to district schools as possible.

Is SPPS looking at the opportunity to utilize facilities for community or business organizations as an additional source of revenue?

**MOTION:**                **Ms. O'Connell moved, seconded by Ms. Kong-Thao, that the Board of Education authorize award of Bid No. A9475-K for construction of a telepresence room at Highland Park Senior High School to the lowest responsible bidder, J.S. Cates Construction, for the lump sum base bid plus alternate no. 1 of \$160,800.00.**

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

#### **X. OLD BUSINESS -- None**

## **XI. NEW BUSINESS**

### **A. First Reading: Revision to Policy 903.00 Dangerous Weapons Policy**

The Chair noted this was the first reading of the revised policy. She asked that the record show the details were presented in the COB report presented earlier in meeting.

## **XII. BOARD OF EDUCATION**

### **A. Information Requests & Responses -- None**

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

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

Director Kong-Thao announced the Annual Hmong Resource Fair on October 1, 2011 from 10-2 at Aldrich Arena.

## **XIII. FUTURE MEETING SCHEDULE**

### **A. Board of Education Meetings (5:45 unless otherwise noted)**

- September 20
- October 18
- November 15
- December 13
- January 10, 2012 -- SPPS Annual Meeting (4:30 p.m.)
- January 17

### **B. Committee of the Board Meetings (4:30 unless otherwise noted)**

- August 23
- September 13
- October 4
- November 1
- December 6
- January 10, 2012 -- 5:00 p.m.
- January 31

## **XIV. ADJOURNMENT**

**MOTION: Mr. Brodrick moved the meeting adjourn. Motion seconded by Ms. Carroll.**

The motion was approved with the following roll call vote:

Ms. Kong-Thao	Yes
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Yes

The meeting adjourned at 8:58 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

**MEETING MINUTES**  
**COMMITTEE OF THE BOARD MEETING**  
**August 23, 2011**

**PRESENT:**

Board: Jeff Risberg, Jean O'Connell, Anne Carroll, Kazoua Kong-Thao (departed at 7:06 p.m.), Keith Hardy, Elona Street-Stewart, John Brodrick (arrived at 6:02 p.m.)

Staff: Superintendent Silva, Michael Baumann, Kathy Brown, Michelle Walker, Julie Schultz-Brown, Jaber Alsiddiqui, Marie Schrul, Matt Mohs, Andrew Collins, Kate Wilcox-Harris, Willie Jett, Sharon Freeman, Jackie Turner, Joe Munnich, Mike Kremer,

Others: Sarah Gering, Mila Koumploa

**I. CALL TO ORDER**

The meeting was called to order at 4:37 p.m.

**II. AGENDA**

**A. Impact of State Legislation on SPPS FY 12 Budget**

The Chief Business Officer provided a recap of the State Legislature Education Budget Settlement and how it affects SPPS. He then went on to provide a comparison of major revenues under current law and the legislative bills.

<u>State Aid Categories</u>	<u>Current Law*</u>	<u>Special Session Bills*</u>
Basic Revenue	\$218.0	\$220.2
Comp Ed	63.9	64.5
Integration	18.9	18.9
Proficiency Aid	0	0
Growth Aid	0	0
Integration Transportation	.7	.7
Career & Technical Levy	.7	.7
Special Ed	<u>50.3</u>	<u>50.3</u>
Total	\$352.5	\$355.3
Difference		\$2.8

\* in millions

The State has made a budget shift from 70/30 payment to 60/40 payment which adversely affects SPPS cash flow. Staff is monitoring the cash flow bi-weekly. The shift will probably necessitate additional mid-year borrowing by the District.

He went on to outline how administration recommends the additional \$2.8 million (general fund dollars) be distributed.

Additional Revenue from Legislature	\$2,813,900
Add Revenue Held Back for Anticipated Loss	<u>4,834,221</u>
Sub Total	\$7,648,121
Direct Cost to SPPS for State Budget Shutdown (borrowing costs)	(200,000)
Fund Balance Contingency for FY 13	(2,000,000)

OPEB Obligation	(1,000,000)
Total Available	\$4,448,121

As stated in the initial budget presentation, any additional funds obtained from final action on the State budget would be split 70% to schools, 20% district-wide and 10% for school service supports. The actual amounts delegated to each area are:

Schools	70%	\$3,113,685
District-wide	20%	889,624
School Service Support	10%	444,812
Total	100%	4,448,121

From the \$3,113,685 Elementary Schools will receive \$1,500,283; Secondary (high schools/middle schools) will receive \$1,351,912 and other sites (AGAPE, BTT, JDC, etc.) will receive \$261,488.

The district-wide distribution of \$889,624 is divided between Program Support, Information Technology Support and opening all pools within SPPS schools.

The \$444,812 for school service support is divided among several areas with Positive Behavior Intervention Support being the largest.

#### QUESTIONS/DISCUSSION

- The Board's directive is to keep the fund balance over 5% where will this put us? Response: Around 5.4% to 5.5% that will provide flexibility for administration and the Board next year.
- Why the distribution to high schools and middle schools immediately? Response: There are fewer schools and bigger amounts for them. This will allow them to hire additional staff members before school starts. The elementary schools will receive between \$10,000-12,000 and this can be used to plug holes.
- Is the high school distribution only to traditional high schools or does it include alternative high schools? Response: It is the traditional sites – Open falls under the traditional; Creative Arts falls under ALC.
- What is the potential for borrowing needs now with these added funds? Response: The District will still need to borrow because of the 60/40 shift.
- What will be the total interest expense expected in the budget at the end of all of the borrowings? Response: For the amount already borrowed of \$55.7 million due to the State aid shifts in previous years, the total net cost has been \$274,000. This is prorated over two fiscal years because of the timing of the borrowings. If the District borrowed a similar amount this would be the approximate cost, though that will be variable depending on amount borrowed and rates available.
- For the elementary schools what is the basis for the division between the traditional and non-traditional? The ALC dollars are a different fund from the general fund. What is the rationale behind the split? Response: The funding for ALC is comp ed only. The rest of the breakdown is based on the funding formula based on projected enrollment. \$261,488 is general fund and comp ed combined for 15 programs.
- Is the distribution for high schools the same? Response: No, they are divided out for purposes of clarity.
- The 15 sites in "other sites" category, assuming equal distribution, this is less than \$20,000 per site. Response: Yes, for example, AGAPE has enrollment at 113 they will receive \$9,520. There is only one over \$20,000, an early education site with enrollment at 688; they will receive \$38,603. The rest are all under \$20,000 based on their enrollment.
- To address the second percentage (20%) for supporting schools will they be reflecting the district-wide strategic plan? The money is not a very large amount. How will the District be able, with the dollars available, to fit the communication plan on the use of extra dollars to support schools. How will this be messaged to the school community that the District is supporting schools first and foremost. Response: As an example, the

plan is to have the best schools in every corner of city. The opening of the pools provides exposure for the students through phy ed. It also provides for community building in that community ed can now provide classes they could not before and the community can now use the pools as well. The pools will also enhance middle school for the students by connecting the students to the schools by offering something, which is unique that they cannot get at other schools. IT has expanded its capacity within schools; they are addressing communication issues and providing opportunities to elevate the usage of technology as a tool within SPPS. Another key area is the District's business intelligence efforts toward tracking and reporting data and building internal expertise to sustain this capacity and capability while building flexibility into the system. Infrastructure support is being built to sustain the system. Program supports district-wide have been funded but the District needs be able to sustain and improve where it can within areas identified by administration.

- We know the State budget for education put schools on the edge so they must rationalize decisions made on use of money. It is good to hear SPPS has agreed upon areas of priority where impact will be gained through the use of funds, even small amounts, to maximize capabilities. The message is not that the District has more money but that it is employing a fiscally conservative way of looking at the potentialities facing SPPS. It is good that SPPS can justify what was done through good planning and the evaluation of possibilities without penalizing students.
- What is the program support referenced here, the district-wide. Response: The amount is \$24,940. Some programs within this are Business & Financial Affairs, Family & Community Engagement, the Print, Copy, Mail Center, MIS, Technology Infrastructure, etc.
- How many pools are there in the district? Response: 10 or 11 pools.
- How will the District message the District-wide support items? Response: It is important to give as much communication to the public and staff on what going on in the District. The enrollment campaign is integrated with the website update and will roll out around September 15. It is called "One thing I love about St. Paul".
- Thanks were extended to staff for finding the \$1 million to fund the OPEB trust.

<b>MOTION:</b>	<b>Director Hardy moved, seconded by Ms. Carroll, acceptance of the report/update.</b>
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<b>Motion passed.</b>
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**B. Standing Item: Strong Schools, Strong Community Update/Program Changes**

Administration will provide a full report at the September 13 COB on the proposal for monitoring of the SSSC plan with monthly reports to the Board on the various areas. The Action Teams will continue to meet through December. Administration is looking to schedule updates for the Board in October and November. In January, administration will bring forward all recommendations from the various action teams. The District has been working with support from the St. Paul Public Schools Foundation and the Greater Twin Cities United Way to support the action teams and is looking forward to recognizing their support and the efforts of the action teams in bringing forward their recommendations.

**DISCUSSION/QUESTIONS:**

- The change in name of "managed instruction" to "aligned learning". Why was the decision made? Response: Managed instruction is part of the theory SPPS is using within the strategic plan. The public, however, does not understand the concept and it is difficult to explain. Aligned instruction was recommended because it explains what is being done and allows the public to understand the plan better. It aligns everything being done across the schools, grades, etc.
- Does the name change mean any change in what is being done? Response: No

- Is part of name change related to some of the discomfort/push back with people misunderstanding what was meant? Response: Yes, the new language should clarify what is meant.
- Will the September update include what is happening with the four site-specific action teams? Response: The September 13 update will focus on monitoring and reporting of the strategic plan. The October update will be on the action teams and there would be more information on site work at that time.
- The funder celebration, what provision will be put in place between now and then to bump up the level of horizontal sharing? Response: There was some success in the joint meetings between the Achievement Gap and Integration groups. This provided an opportunity to share information across teams with members of all groups present together to understand some of the pieces. As the work has progressed, it has been found that some pieces may be more relevant to other teams or there might be differing suggestions around similar topics. Administration has been doing check-ins with the staff co-chairs of the teams asking them to bring forth some of themes emerging in order to find areas where overlaps in committee work might be occurring in order to avoid conflicting recommendations.
- Will summaries be available to the public in some manner? Response: It is administration's intent to have a structure for teams to present their recommendations.

Thanks were extended for the work being done and the update on the process.

#### C. Standing Item: Policy Update

##### 1. **Presentation of Minor Revisions to *The Student Rights and Responsibilities Handbook***

The Administrator of Policy, Planning and Intergovernmental Relations indicated the *Rights and Responsibilities Handbook* would be sent to the families soon. A reprint is being done and minor changes to update it are being proposed including the new SSSC goals, a new Superintendent's letter introducing the Handbook and an updated listing of Board members.

##### QUESTIONS/DISCUSSION:

- A Board member noted the Board needs to think about what happens to the Board's long-range goals when a new strategic plan is adopted with its own goals. A work session was recommended to discuss what the Board will do with its goals, how do they evolve.
- As the District finds a variety of formats for information and the translations into other languages, what are the core standards around translations? Has the District had the opportunity to hear from speakers of other languages about what areas are most difficult to translate relative to the expectations in other cultures? It would be helpful to find a way for people to comment on areas more difficult to translate and why. Response: The cabinet had excellent discussion in this area around the issue of understanding not only for families who speak another language but the format of the book is not inviting. The question was raised as to how to improve the product and the understanding of it. Students are expected to follow the directives and families to understand handbook. Issues raised included: (1) how to meaningfully engage parents in what it means and what behavior is defined with consequences. (2) are there differences in application of policy across the district? Cabinet members were charged to revisit and think about ways to engage parents in this in order to expand their understanding of the *Handbook*. It was suggested the Parent University might be a starting place to engage around discipline issues and encourage parents to become advocates for their children.
- There are parent support groups in place, do those have some key people to carry the messages across the district. There might also be partners who can help get the message out.

- With that conversation, there should be expanded discussion on bullying and what is being done to address it.
- The power of audio/video and the interactive potential to display acceptable and unacceptable behaviors to provide clarity on what is meant should be considered.
- When will the revised version go out to families? Response: The first week of school.

The question was raised as to when the Advertising Policy will be addressed. Initial information will be provided for the September 13 COB. The work group will meet after school starts.

#### D. Work Session

##### 1. **Schedule Board Meeting Dates through August 2012**

The proposed dates were:

- |               |  |
|---------------|--|
| ▪ February 21 | Board of Education Meeting (Ex Team)               |
| ▪ March 6     | COB Meeting  |
| ▪ March 20    | Board of Education Meeting (Ex Team)               |
| ▪ April 3     | COB Meeting  |
| ▪ April 17    | Board of Education Meeting (Ex Team)               |
| ▪ May 1       | COB Meeting  |
| ▪ May 15      | Board of Education Meeting (Ex Team)               |
| ▪ June 5      | Special Board of Education Meeting on Non-Renewals |
| ▪ June 12     | COB Meeting  |
| ▪ June 19     | Board of Education Meeting (Ex Team)               |
| ▪ July 17     | COB Meeting  |
| ▪ July 17     | Board of Education Meeting (Ex Team)               |
| ▪ August 7    | COB Meeting  |
| ▪ August 21   | Board of Education Meeting (Ex Team)               |

It was noted that August 7 is National Night Out. The meeting date was changed to July 31 2012. The Board requested they be provided with a revised list of dates.

**MOTION:** Ms. Street-Stewart moved approval of the dates with the one adjustment noted. Motion seconded by Ms. Kong-Thao.

**Motion passed (Mr. Risberg abstained.)**

##### 2. **Appointments to CEAC**

It was noted 11 applications had been received. Five of them had served on previous CEAC:

Discussion occurred relative to information being provided by staff on participation, issues involved in some of the applications and concerns about the strategic plan and priorities relative to applicant experience.

**MOTION:** Ms. Street-Stewart moved the reappointment of the five individuals who had previously served on CEAC. (John Decker, Edward Driscoll, Amy Filice, Phillip Peterson and Richard Streeper). The motion was seconded by Ms. Carroll.

It was requested that Jemal Bedaso be included in the motion as he was also a reappointment. The maker and seconder agreed to the addition.

**REVISED MOTION:** Ms. Street-Stewart moved the appointment to CEAC of the six individuals who were reapplying (Jemal Bedaso, John Decker, Edward Driscoll, Amy Filice, Phillip Peterson and Richard Streeper). The motion was seconded by Ms. Carroll.

**Motion passed.**

MOTION: Mr. Hardy moved, seconded by Ms. Kong-Thao, approval of the appointment of Jennifer Ampulski.

The Chair recommended the process be to review all individuals and then move appointments as a group.

Director Hardy withdrew his motion.

In-depth discussion ensued relative to the remaining applicants.

**MOTION: Ms. Carroll moved the appointment of Jennifer Ampulski and Michael Roehr to the 2011-12 Capital Expenditure Advisory Committee. Motion seconded by Ms. Kong-Thao.**

**Motion passed.**

The consensus following additional discussion was to decline to make any additional appointments to CEAC at this time and to reopen the application process for additional applications with an emphasis on expertise and diversity.

Staff was instructed to repost the application process to the website and to notify all applicants of the actions taken noting that the application process has been reopened with a deadline for new applications of September 27. New applications would be considered at the October COB with final approval at the October Board meeting. It was noted the Board would approve the seating on CEAC of new October appointees if CEAC's first meeting should occur prior to the October Board meeting. Staff was specifically instructed to get the information to the parent advisory groups.

Administration was encouraged to pursue student applicants for CEAC. It was suggested that those involved in Project Lead the Way, OWL, students connected with engineering, CAD training, etc. might be good candidates. A "team" of students was suggested in order to maximize participation and comfort levels. It was felt this would be a good opportunity to build leadership skills.

A student advisory group for the Board was mentioned in passing to gain student input on specific topics. Perhaps this could be tried with a pilot session in the spring around Board goals.

Ms Carroll moved the Board clear the remaining applicant pool and the application process is reopened with particular emphasis on having members reflect the diversity of the community and with a focus on experience or expertise relative to the purpose of the Capital Expenditure Advisory Committee. The motion was not seconded and died.

The COB Chair reiterated the directives on the revised CEAC process:

- The deadline will be extended with particular emphasis on having members reflect the diversity of the community and with a focus on experience or expertise relative to the purpose of the Capital Expenditure Advisory Committee.
- Eight applicants have been approved with final approval at the September BOE
- Deadline is extended to September 27 with applicants to be considered at the October COB and approved at the October BOE.
- Approved applicants will be seated at the first CEAC meeting in October if that occurs prior to the October BOE.

### 3. Announcements



- The October 6 PEG training has been moved to October 17 from 6:00-8:30 p.m. The November 15 PEG date will need to be rescheduled due to conflict with a Board meeting. Final PEG dates are: October 17, November TBD, January 5, March 12 and May 8. No food will be provided for the meetings.
- It was noted no food would be provided for the Diversity Training later in the week.

### III. ADJOURNMENT

**MOTION: Mr. Brodrick moved the meeting adjourn. Motion seconded by Ms. Carroll.**

**Motion passed.**

The meeting adjourned at 7:44 p.m.

Respectfully submitted,  
Marilyn Polsfuss  
Assistant Clerk

**MEETING MINUTES  
COMMITTEE OF THE BOARD MEETING  
September 13, 2011**

**PRESENT:** Board of Education: Jean O'Connell, Elona Street-Stewart, Keith Hardy, Jeff Risberg, Anne Carroll, John Brodrick (arrived 5:19 p.m.)

Absent: Kazoua Kong-Thao

Staff: Tim Caskey, Matt Mohs, Kate Wilcox-Harris, Denise Quinlan, Suzanne Kelly, Kris Emerson, Michael Baumann, Sharon Freeman, Joe Munnich, Andrew Collins, Kathy Brown, Willie Jett, Michelle Walker, Jaber Alsiddiqui, Julie Schultz-Brown, Jackie Turner, Mike Kremer, Effie Agbamu, Pablo Matamoros, Mary Gilbert, M. Mele

Other: Mila Koumpilora, Patricia De La Torre, Veronica Pardo, Mirna Rojas, Martha Rodriguez, Patricia Perez-Knowles, Helio De La Torre, Lursa Draz, Alejandra Riaz, Sara Silva, Priscila Olvera

**I. CALL TO ORDER**

The meeting was called to order at 4:34 p.m.

**II. AGENDA**

**A. SSSC Monitoring & Reporting System**

The Chief Accountability Officer (CAO) stated this was an introduction to the monitoring cycle which will be used to report key factors in the Strategic Plan. The objectives are to review the SSSC monitoring and reporting system which incorporates a continuous improvement model along with VisionCard updates to the board. Additionally, to ask the Board to adopt consistent standards for VisionCard presentation and a policy review cycle.

The monitoring system revolves around a continuous improvement models concentrating on inputs, processes and outcomes. To improve, focus needs to be on Outcomes (Achievement and Equity) and Processes (the rest of the "vision cards").

At the "strategic level", monitoring will be through District VisionCards. Under Goal 1: Achievement monitoring and reporting will incorporate Achievement, Equity and Student Data/Work. Goal 2: Alignment will be monitored through Key Performance Indicators in the areas of Partnerships, Professional Development and Leadership. Goal 3: Sustainability will involve the areas of Resources and Operational Excellence.

At the Operational Level, monitoring will be through departmental plans at school level through the SCIPs. All SPPS departments have developed a business plan with strategic goals which will be reviewed both quarterly and annually. School performance will be assessed through data digs and data reporting. Quarterly business reviews will be done through the use of the school profiles.

At the Tactical Level, (individual employee level) formative reviews and annual performance reviews and evaluations will be used to monitor and review progress.

The expectation is that data will be used throughout the year to inform and improve instruction.

Staff provided two visuals, one on the Administration Monitoring and Reporting Cycle and the second on the School/Program Monitoring and Reporting Cycle.

The Vision Cards are aligned to SSSC goals with updates provided to the Board from October–June of a given year. The reports will inform policy review, procedure development and resource application. The report out on the Vision Cards will highlight one subject per month: October (Achievement), November (Equity), December (Student Data/Work), January (Partnerships), February (Professional development), March Leadership, April (Resources), May (Operational Excellence) and June (Resources). It was noted Resources is reviewed twice as it ties in so heavily with the budgeting process happening during the same time period.

The Policy Review Cycle will be timed to align with the Vision Card cycle. Two alternatives were presented. Option A: Quarter 1 (Policies 100-300 District, Board and Superintendent); Quarter 2 (Policies 500-600 Students, Educational Programs); Quarter 3 (Policies 400 Staff) and Quarter 4 (Policies 700-900 Non-instructional, Buildings and Sites, Community Relations). Option B would identify and review key selected policies, adopt new/revised policies and develop procedures relative to them. The initial focus will be on policies directly affected by the new Strategic Plan and those involving achievement and equity.

The Board was asked to approve the timeline of VisionCard reports and to adopt policy review cycle B.

#### QUESTIONS/DISCUSSION:

- Regarding equity, specifically as a means and an end, how will this be accounted for as a means and end? Response: The SPPS focus on racial equity work informs everything that is being done. Administration is taking a racial equity lens to all of the work being done and looking not only at what happens at the outset but how the District engages in a process that supports racial equity. Courageous Conversations and the work around racial equity professional development are supporting that. There have been discussions about policies and procedures that support the work as well.
- Racial equity is essential to what is being done but is the District also looking at additional issues around other areas of equity -- resources, poverty, gender, etc. Should the Board expect to see various elements of that reported out in various ways? Yes.
- Achievement, to what extent does this go beyond test scores to the whole child notion of achievement, students becoming good and productive members of society. Response: Much of the Achievement VisionCard represents data shown before and will be test heavy. It will also include information from MAP testing, attendance and discipline in terms of equity. Other items factored in might include ratios within race or gender group issues. The same elements will be looked at, but differently. When the VisionCard for Student Data and Work is reported out such things as student engagement will be included and the VisionCard for Partnerships will include parental engagement.
- The comment was made that over time the District needs to find ways to assure it is turning out persons who do well on tests but also are developing into good citizens with the full dimensionality that involves.
- To clarify some terms, Guidance from the Superintendent, what does that mean? The Superintendent has asked each chief to identify goals for each quarter and the Superintendent and the Chief will have discussions around those goals along with the Cabinet so everyone knows the goals for the district and where the Superintendent wants to go.
- Option B starts with a process for identifying policies, how will that work? The Board has a process where there is a policy review form and any Board member can identify a policy they feel needs to be addressed; that is one part. Administration is proposing to

address policies which need immediate attention, those that might be associated with alignment to the strategic plan - attendance areas, etc.

- The Visions Cards themselves, they are reported out to show how progress is being made on each card, correct. Response: Yes, VisionCards were presented previously to Board members with the recommendation to adopt the Level 5 Vision Cards. The design is laid out with Level 1 being a particular school or area at intervention level. Level 2 represents areas of concern. Level 3 represents baseline. Levels 4 and 5 represent levels of steady progress heading toward what the vision is. The report will present each metric and where the district is at on each level including how each will be addressed.
- Work on translating technical language so that school communities are able to converse about this, how is that being handled? Over time, administration should be intentional about getting input on how this is being understood. Response: A process for this is being developed.
- Most of this reporting process will begin to happen post Action Teams, does that lead to a natural way to have people remain engaged? The issue of recognizing the significant impact of transitions for students across the district needs to be considered. Another layer could also be recognition of the whole child in transition. Therefore, talking about what families comprehend on the data and how to support their child in transition to next phase in their education needs to be addressed. The District needs to find a way to discuss how all data can be helpful in supporting students in the various natural transitions from the beginning to the end of the school year.
- Where is the “when” in the VisionCards? Where is the when for families to have a look at how schools are doing? Response: October 18, the Achievement VisionCard will present all achievement data for the district and by school. The Equity VisionCard (November) will look at achievement gaps, attendance, discipline, etc.
- The opportunity seen is as the District is measuring the strategic plan, being intentional about how that information is provided to the community. Response: There will be a communication plan for the implementation and monitoring phase of the strategic plan. The State of the District address is in January and that has been actively tied to reporting of VisionCards, so in multiple ways the reporting out of the data will reach a wide variety of groups within the community. For example, the PAC meetings will be aligned to receive the information being reported out during their meetings.
- It was suggested the District explore the “best places” to meet with families and parents within their communities, it may not always be in the school.
- Around the policy plan, concern was expressed with option B. Will there be enough staff capability to review these multiple areas within the same quarter? Should the review and recommendation process be a six-month process? Response: Both options have benefits and challenges. One of the benefits of Option B is that some of the district Action Teams are already looking at some of the policy areas so those could be brought forward with recommendations from those groups. Attendance boundaries would be the first set. The timeline could also be staggered as needed.
- The comment was made that with either option for policy review; the process could be started and revised as needed.
- School profiles, how is that being conveyed to the school community? It needs to be stressed that it is a comprehensive look at the schools but not about who is good or bad. Is this informing everything that is happening going forward? Is the District looking at statistical correlations among various data element so schools can tackle areas that are correlated? Are correlations being connected in school profiles? Response: The Superintendent wanted one way to have many different data points around schools in one place in order to follow their progress. The profiles are not designed for public consumption though some school leaders felt it would be a good way to convey information to their community and they may do this if they choose. The District is not at a point where there is a very sophisticated type of analysis is being done. The data does look at some gap analysis and school data. It does show correlations around proficiency and growth, demographic profile, student performance, staff longevity, leadership, budget expended in time. It was hoped that over time the District look seriously as causalities to

help principals to a position where they can make data and research and fact based decisions.

- Midcourse corrections – how is the District going to let public and Board know about adjustments made to improve outcomes? Response: The quarterly reviews are an internal process. The VisionCards provide opportunity to discuss data and what adjustments were made and what was problematic. The quarterly reviews are happening at all levels of organization and adjustments are being made within that process as it moves forward. Corrections are not being made in a vacuum; they are made with knowledge of what is actually happening.
- For the Wish List – is there any way there can be a VisionCard measuring our success in preparing students to graduate to post secondary programs? Response: There is some data on students who attend Minnesota universities as a starting point.
- There is an issue that families and students may not be able to distinguish between curriculum, program support and supplemental services; how will that be addressed? Also in the discussion on resources, it would be helpful if the District were able to determine what it costs for students to attend SPPS; to provide a top quality education to SPPS students. This would be beneficial in the budget process and would be helpful also for the upcoming legislative session so it would need to be couched in such a way the legislators could understand it.

**MOTION:** Ms. Carroll moved the Committee of the Board recommend the Board of Education approve Policy Review Option B with adjustments to be made along the way as necessary. Motion seconded by Mr. Risberg.

**Motion passed.**

**MOTION:** Ms. Street-Stewart moved the Committee of the Board recommend the Board of Education approve the timeline for presentation of the VisionCards with adjustments to be made along the way as necessary. Motion seconded by Mr. Hardy.

**Motion passed.**

**B. Administrative Response to Latino Consent Decree**

Purpose of the response was to inform the LCD Parent Committee of administration's response to the eight recommendations made by the parents to improve learning outcomes for Latino students and strengthen partnerships with parents.

Administration provided their response to the LCD Parent Committee following the format of the original LCD Report. The status of all responses indicated plans or actions were in place or very close to being in place.

1. **Identification/Assessment/Placement** -- Develop and implement a comprehensive communication plan that informs LCD families about their child's placement in the LCD program. Administration will:
  - Provide a list of eligible LCD students to LCD contacts at each site
  - Schools without bilingual Education Assistants (EAs) will receive assistance and support from the ELL Department and Office of Family and Community Engagement
2. **Academic Support** – Collaboration between home-school and bilingual liaisons
  - LCD Parent Advisory Committee and LCD parents will meet three times a year (October, November and March) with school and District administration, in addition to LCD EAs. These meetings would be coordinated by ELL, schools and the Office of Family and Community Engagement.

3. **Bilingual Content Support** – Schools must ensure multiple opportunities for LCD families to engage in specific school curriculum activities that lead to support education at home. They will:
  - Offer Spanish specific sessions for LCD families in areas of Math, Social Studies, Science, Reading and Writing.
  - Schools without bilingual Education Assistants (EAs) will receive assistance and support from the ELL Department and Office of Family and Community Engagement.
4. **Middle (6-8) and Secondary (9-12) Grades** – Increase parental knowledge on required and elective courses for graduation and advanced placement classes valid for post secondary education. Actions include:
  - Improving communication with parents, counselors, LCD EAs on appropriate placement of students.
  - Secondary school will implement fall planning meetings to cover high school requirements, advanced placement.
  - Providing Professional Development for all secondary counselors on the LCD Stipulation.
  - Developing and implementing strategies for LCD students to participate in advanced placement courses.
  - Adding a Spanish component to the 2012 SPPS Thinking College Early Fair.
5. **Latino Culture** – Provide the Latino students with a solid knowledge and understanding of their cultural heritage and ethnic backgrounds. Actions will be:
  - Promoting multicultural school nights in every school.
  - Holding at least one Latino Leaders in the Community event at three schools.
  - Increasing awareness of Hispanic heritage month and other Latino origin celebrations.
  - Infusing Latino Cultural studies at the secondary level.
6. **Spanish Materials** - Increase the awareness of Spanish materials distributed to schools by:
  - Informing staff and families of materials at open houses, school academic nights, parent-teacher conferences.
  - Schools without bilingual EAs receive support and assistance from the Office of Family and Community Engagement.
  - Publishing and promoting a catalog of materials to schools on parental resources.
  - Annually publishing catalog with addendums as materials are added.
7. **Parental Involvement** - Inclusion of parents of Latino students or community members on all hiring committees for bilingual teacher or LCD Education Assistant. Admin will:
  - Connect members of LCD Advisory Committee with HR.
  - Recruit parents of Latino students to advise on hiring staff.
  - Assist and educate school administrators and PTOs in the hiring process of LCD bilingual staff.
8. **Collaboration with Organizations & Community Programs** - Continue strong support from the District for the LCD Parent Advisory Committee. Administration will:
  - Continue collaboration with Latino based organizations.
  - Expand collaboration with Dr. C. Garcia to broaden access for more students.

**QUESTIONS/DISCUSSION:**

- What type of Spanish is spoken by Spanish support staff in the schools? Response: When bilingual staff is hired, there are different interviews in both English and Spanish with a written assessment. HR does not seek persons from one country or another but seeks the most qualified candidate in both Spanish and English.
- So you hire staff to speak at an academic Spanish level with materials written at the same academic Spanish level? Response: Yes, the interview and assessment is at

academic level. The individuals hired also support and work with parents as well as students. The staff comes from several different countries.

- Congratulations were provided to the LCD group on having parents and families participate in activities through the year. That high visibility is a great asset.
- Item 4.3, the training of school counselors – how does that happen and can the high visibility of family involvement help in their orientation and with the information provided to the counselors? Do they gather together so they are provided information relevant to contemporary issues? Does it raise the visibility of what students experience outside the classroom and will it affect their work within class? Response: The secondary counselors meet on a monthly basis, ELL participates in the counselor meetings which fall under Career & College Readiness. The group works closely together and they have appreciated the input from the committee asking for specific information. During PAC meetings information is presented about testing and graduation, however it is important to reach every student in every school so that is why the work is done with the counselors. Staff was reminded that the LCD Stipulation is not optional. Administration is working closely with the counselors with reminders to disseminate information in other languages. In addition, when college fairs are scheduled to ask colleges to bring Spanish-speaking staff to man booths.
- During the recent legislative session, there were debates targeting the Spanish population that may have discouraged some students from pursuing a college career. It is these types of current events that impact students so counselors need to be available to answer issues about eligibility (family status), the effect of where parents work, etc. They will need to know where to go in the community to support the students and their questions. One benefit available to the LCD is involvement with colleges who will speak to specific issues and administration is working to provide opportunities for that.
- Are the counselors linking students to support resources within the schools – Admission Possible particularly? Response: Yes, staff are trained to facilitate that process.
- Are students being directed to appropriate schools/programs and not limited to two-year programs? Response: That is a broader question for other students of color as well. This is one of the reasons administration infusing cultural proficiency and racial equity work across district. This work will impact both processes and behaviors/beliefs, work needs to be done but the District is moving in the right direction. It also raises the expectation that all students will be prepared for a four year college and it allows students to make the choice of various options of two or four year college, the military, etc.
- Can we presume the fundamental and basic direction around these issues is also going to teachers? Can we use the measure of whether the Top 10 colored students are going to two or four year institutions? Response: Yes, that is a goal to which administration can be held.
- Looking at recommendation 2, the increased involvement of parents and guardians to have more district meetings in the community, where do community members tend to congregate? Response: It is important to have a district meeting in places where parents and guardians tend to gather, this would provide more engagement. Places include churches, YMCA, family centers (rest of response not available due to equipment problems).
- Recommendation 5, the focus on Latino Heritage Month. Response: From an administrative perspective, the District has attempted to move away from such things as Black History Month in favor of a more in-depth exploration of the depth and breadth of culture throughout the curriculum, the school year and various events. The agreement is to make sure there is sufficient Latino staff persons in the schools and then to make sure in the community and with parent connections that staff see role models to engage with families and parents through the connectedness of culture and what can/has been achieved.
- Item 5.4, secondary Latino cultural studies are not only for LCD students but also for all students. Exposure to other cultures will improve the entire district. The LCD is asking that the District provide development of some of courses and support the choice of students to select the courses in junior high and high school so they graduate with knowledge of their heritage and history. Response: There has been major improvement

in the quality of the curriculum provided for all of SPPS schools. The District wants to see an increased selection by a diversity of students.

- Based on the presentation on the VisionCards and the new metrics being established, it was asked administration be sure that follow-up on responses to communities is a key part of the metrics of the ELL Department and other groups responsible for actions. Response: The VisionCard in the area of Partnerships tracks the area of engagement with various communities and will track how the District is doing with engagement efforts with communities. This is embedded in department metrics up to the Chiefs.
- If there were a scientist or medical person invited to make a presentation to a class, it would be helpful if some students from other schools were given the opportunity to join that class and engage in bilingual education so the student body has a bilingual experience and the experience of engaging with each other. This would provide the opportunity for shared experiences and broaden the understanding of the students. Response: That is an excellent idea and one the District is working toward particularly within the area of tele-presence opportunities.
- Recommendation 7, would there be any value in, along with adult participation, looking at having senior high students involved as well? Response: Parents should have a say in who is hired so they can be assured the teamwork is there. If there is a goal of involving students that may not be the best way. If the goal is to teach students how the process works and engage them in what the interview process looks like, then there may be some value. Parents need to provide more information and input on strengthening the EAs' relationships with parents. Staff Response: Parent involvement needs to be in the area of advising, giving feedback on characteristics and qualifications that the LCD would like to see in staff who deal most directly with students and families. It is something to take back to Executive Director of HR as to what that would look like.
- What part of hiring process would parent come into? Response: Once there is an opening at a particular school that is when parents would be invited to provide feedback and input before the hiring process moves forward so HR and leadership know what they should be looking for in candidates. There is no process right now for that type of input so it would have to be designed so it could work across the system.
- What is role of giving criteria? Response: The role is not yet established, recommendations need to come forward, typically parents do not serve on the hiring committees but the District is open to having parents serve on committees in an advisory role. The process would need to be worked out and administration is willing to commit to quickly establishing what the process would look like and get back to the LCD about what their role might be.
- On what basis is a student eligible for services under the Decree? Response: The metrics to identify students will be published tomorrow. Staff follows the guidelines of the Stipulation for identification. There is a language assessment and other metrics/assessments. It is generally students with a significant achievement gap, those scoring not proficient, identified as ELL, having had an assessment of their abilities in the Spanish language as well as English.
- Who does the identification? Response: The Student Placement Center identifies the students as well as the REA Department who looks at the data. A student's status is updated annually. The Stipulation serves approximately 700 – 1000 students.
- A request was made for a report on how the LCD has changed over time to get a sense of where it is going. With the services provided it should be expected that the number of children needing the services would decrease over time. Is the program closing the gap with the services provided? What are incoming numbers?
- In looking at all eight recommendations, Latino students make up about 14% of the SPPS population and based on national trends the number will increase. Latino males are ranked number two in the suspended student population and have the second poorest graduation rate from schools? Does administration feel SPPS will be in a better position to serve children so more graduate? Response: That is why the parents are here, they want more Latino students to graduate. The LCD, the ELL Department and the community communicate and support creative changes so the Latino students can achieve. The Latino community accepts its students are below grade that is why they are



working so hard. In the recommendations, the parents are not asking for more they are asking that the recommendations be implemented and accomplished. They want a timeline on every point so they know when they can expect to have the various items implemented for the students and parents. This committee represents thousands of parents who are not here and the LCD committee is obligated to satisfy and complete the needs of all Latino students in all SPPS schools. Staff Response: If the board approves the administrative response the Director of ELL and Academics will implement a timeline and share it publically to benchmark against. Everything the parents have requested SPPS has accepted and it will be done with timelines will be established for implementation.

Administration stated systems have been put in place so that things which have been stated in the response will be done, they will happen.

The Board Vice Chair extended the Board's thanks to administration and the LCD Parent Committee for the time and energy put into making sure their children are successful in school. It was suggested that since the questions were now dealing with areas better addressed by staff that the group move to another room and pursue the discussion with staff members.

**MOTION: Ms. Street-Stewart moved, seconded by Ms. Carroll, that the Committee of the Board recommend the Board of Education accept the Administrative Response to the Latino Consent Decree Report with the recommendation Administration support the list of items in the report and establish a timeline for implementation and that opportunities for continued discussion be provided throughout the school year as they can be scheduled.**

**Motion passed.**

#### C. Initial Discussion on Pay 2012 Property Tax Levy

The Chief Business Officer stated the State sets all levy authority for schools. Schools can only levy for what is authorized by law. The Pay 2012 Levy is for school year 2012-13 and will be paid by taxpayers in May and October of 2012. Several levies have an aid penalty, which means if the District does not levy for the required amount, they will lose the correlating aid.

Changes to the levy are due to several factors:

- The State increased authorization for OPEB (Other Post Employment Benefits) for districts that sunset or limit retiree health insurance programs.
- Re-employment insurance increased due to more layoffs and extension costs.
- TRA (Teacher Retirement Association) increased due to 2010 pension legislation to address the health of their retirement fund.
- Health and Safety increases made to address environmental, air quality and safety.
- Adjustments made for new and existing debt, debt excess adjustments and refinancing.

The CBO indicated administration is proposing the following ceiling for the Payable 2012 Property Tax Levy for SPPS:

- General Fund Levy - \$83,208,823 an increase of \$7,006,283 (9.2%)
- Community Service Levy - \$3,421,684 a decrease of \$149,887 (4.2%)
- Debt Service Levy - \$39,442,069 a decrease of \$2,528,358 (6.0%)

This represents a total of \$126,072,576 (a \$4,328,038 increase over last year or 3.6%). This represents the lowest levy percentage increase in three years. The increase does not require voter approval. These figures represent staff projections as MDE is running behind time due to the State shut down. The Legislative Liaison noted that the figure might reduce further once the fiscal disparities are applied by the State.

October 7 is the deadline for school boards to certify proposed property tax levies to home county auditors. This date is a one-time only extension to accommodate the delay in MDE certifying levy limitations to school districts. MDE anticipates it will have its figures to district around September 15.

The Pay 12 levy is scheduled to be certified by the Board at the December 13, 2011 meeting following the Levy Hearing scheduled for November 29, 2011.

**MOTION:** Ms. Carroll moved, for purposes of discussion, the Committee of the Board recommend the Board of Education accept the report on the 2012 Payable Property Tax Levy and the recommendation that the ceiling for the Pay 12 Levy be set at \$126,072,576. Motion seconded by Mr. Brodrick.

**QUESTIONS/DISCUSSION:**

- The SPPS Legislative Liaison indicated that the approximate amount of increase for this levy figure would be a \$20 increase for the median value home in St. Paul.
- A Board member noted there is a need to clarify the charts on levy changes – to either limit the years or differentiate the referendum and the payable levy.
- Staff was instructed to get an updated version of the presentation to Board members, particularly the page on reasons for the changes, along with talking points for Board members to use.
- Health & Safety is a key levy area with flexibility on where the levy is set. This deals with critical needs in environmental, air quality and safety in the school buildings. Staff looks at projects and needs and makes sure these are funded based on specific project sets. This year's needs fall in the \$5 to \$5.5 million range. Projects include such things as fire protection, fire alarm inspections, asbestos remediation, ventilation and district-wide OSHA compliance. The legislature defines what is permitted under Health and Safety and the District needs to submit an approved plan to the State for this portion of the levy.
- Staff indicated they will provide talking points on all changes for the Board.
- TRA – this addresses the unfunded liability for teacher retirement funds. Several funds had deficiencies with not enough funds in place. There were increased contribution rates for basic members and coordinated members as well as an increase in both employee and employer share for a total of 1% for all members phased in over four years. Under Statute when a contribution increase is in place for districts, they are permitted to levy for the difference in contribution rates.
- Is it less expensive to SPPS to provide the benefit vs. rolling into the State's plan? Response: SPTRA does not wish to be rolled in at this time.
- Regarding the chart of levy changes, it might be good to go back to 2001 or at least before the referendum. This should show that the levy is lower than it used to be. Clarification was provided by the Legislative Liaison who stated this was when the State brought down GenEd levy. The GenEd Levy was a fully equalized levy across all districts, a part of the Minnesota Miracle. The districts opposed bringing down the GenEd Levy because it represented the most stable form of financing for education in Minnesota and if it went away, if there was a general downturn, financing would be all over the place. It is difficult to make comparisons year to year because of the changes which have occurred over time. What the chart is trying to show is that the trend line is down when the next year is added. This will be changed/clarified.
- Is it possible to show the percent of money coming from property taxes to support the district over time? It is not about the levy changes but the total dollars coming from property taxes to support education over time. This might help to show how the State has shifted costs to the local school districts. That's the kind of story needed, it at least needs to be looked at. The Legislative Liaison responded that that is the issue, when the GenEd Levy was eliminated (the fairest levy based on property across all districts) it ended up that the various levies have not been equalized over the past ten years. Debt service and all of the levies to adjust for property wealth have lost their power and the Districts are picking up a greater share because of State shifts to the local entities.

- A Board member commented she appreciated the fact the levy recommendation is lower than it has been but she would like to see it lower. There is a significant event coming up with the voter-approved levy in 2012. The taxes people will be paying will also be affected by the City and County as well so the District needs a stronger story to tell. Is there an opportunity to shave the amount more? Response: This figure is based on administrations calculation. To take it from 3.6 to zero, the District would have to reduce its budget by \$4.3 million in the general fund area. Administration would be adverse to reducing the debt service in any way and community service is not impactful so it would come from the general fund. It could be done but it is up to the strategy and will of the Board. Administration simply needs direction from the Board.
- The Legislative Liaison added there are some things to think about in changing the 3.6 figure. First, if Health & Safety were reduced, the projects would be jeopardized or eliminated. Secondly, the TRA obligation would still be there and the Legislature was aware this would cause an increase to levies when the action was taken. In addition, any changes will make budget decisions more difficult. Therefore, if the legislation is passed that increases the District's financial responsibility, the Legislature needs to share some of the responsibility for that. Every time the District covers up for changes made by the Legislature, they (the Legislature) are not held accountable. As far as OPEB goes, that is based on actual expenses the District incurred in the past year, so whether that is levied or not it is still an obligation which needs to be paid and, if not levied, will take money from another area of the general fund budget.
- Explain the OPEB changes in the last two years. Response: In the first year the District was allowed OPEB, the State set a cap of \$13 million and, at that point in time, there was only one bargaining unit with a contract due. Subsequently the Legislature increased the total dollar amount to school districts (each year the amount goes up) and during that time the cost of all other bargaining units was added into the figures (basically the District bucket is bigger). If SPPS does not levy the full amount, the Legislature, if they are looking for levy reductions in future years, can reduce the figure. It was noted they often do not reduce below what has already been levied. Therefore, the risk in not levying is that the opportunity may not be there in the future. Now that all bargaining units are in place, future costs should just be inflationary figures and it should flatten out in following years. The increase this year over last year is \$5.1 million (\$8.5 to \$13.6); this is from the State increasing the cap and SPPS inclusion of all bargaining units.
- When the District asks for a referendum extension on the current referendum, what would be the effect? Response: On the operating capital levy line, if the District does an extension for the same amount, that line would be relatively flat because it is enrollment based. As long as the District stayed on the same basis in other levy areas, that would remain flat as well. Because, year to year, there is a lag on the adjustments that need to occur in each levy cycle speculating on an actual percentage would be irresponsible. The Referendum is equalized revenue, it is based on enrollment. It is a dollar amount times enrollment and does have an inflationary factor included. If enrollment goes up (resident enrollment not just SPPS) that would increase the amount. The other factor tied to it is Market Value. If market value in the district goes down, the amount that comes from the referendum would decrease. If everything remained equal, nothing would change. However, those added factors need to be kept in mind as having an impact, small, but still there. SPPS enrollment has trended downward. In the years when the District plans for referendums, it does so very carefully and analyzes all of the levies carefully. Another factor is the Legislature may change some of the levies. The District cannot determine what the Legislature might do relative to the levies.

The Board Chair noted, with the process tonight, there is a motion on the table accepting the recommendation of 3.6%. There is time to reflect on changes as this action sets the ceiling. The Board could come back with a recommendation for a reduced amount in future. Administration clarified that yes, this action is to certify a ceiling and that figure is used in the Truth in Taxation notices. There is then a public hearing after which the Board can decide if it wishes to make an adjustment before the final certification in December.

CONTINUED QUESTIONS/DISCUSSION:

- It was requested that talking points be developed outlining the benefits received from the 9% increase done last year.
- On the Debt Service amount, could the Reserve Fund be used for this? Response: There was a substantial increase in debt service last year because of debt adjustment and refinancing, these were one-time adjustments. Debt Service, by law, is required to be based on bonds sold. If there would be room for adjustment, it would come from the general fund itself.
- How will the MDE recommendation compare to this staff recommendation? Response: The \$126,072,576 is staff's estimation and should be close to MDE figures when received. The CBO noted the 3.6% figure, if set, regardless of what MDE would do, is simply a figure which will not be exceeded when the actual levy figure is set in December. If the MDE figure comes in lower, by law, the figure would be reduced to the MDE figure.

Director Hardy indicated he would abstain from the vote on the proposed levy ceiling as he did not feel it was a firm figure in the absence of the actual from MDE.

Director Carroll stated she did not believe she had put a number in her motion or if she had, she had not intended to. She restated her motion as she had intended to make it.

RESTATEMENT OF MOTION: That the Committee of the Board recommend the Board of Education accept the report on the 2012 Payable Property Tax Levy and that the ceiling for the Pay 12 Levy be based on MDE's calculation when received.

At this point, there was extensive discussion on how to frame the motion, whether to tie it to the maximum based on numbers from MDE or to the administrative recommendation of \$126,072,576. There was also discussion on various implications involved in framing the message with significant discussion on the impact of the ceiling on the taxpayers.

The CBO stated he realized that typically the action taken on this levy ceiling is based on the MDE figures, which due to various factors will not be available for a few more days, possibly longer. Staff worked up the \$126 million figure based on past experience with the usual calculations made relative to it and arrived at the recommendation that would set the ceiling of 3.6% over the previous year and meet the District's needs. He went on to say that when the Business Office receives the MDE figures it goes through extensive calculations to check the figure against SPPS figures. It is frequently necessary to go back to MDE for corrections and it can take multiple iterations to arrive at the final figure used in the recommendation to the Board. The Chief Budget Officer indicated he was extremely uncomfortable tying SPPS to the first iteration of numbers from MDE.

Following further intensive discussion Ms. Carroll moved back to her motion as originally made.

**MOTION: Ms. Carroll moved the Committee of the Board recommend the Board of Education accept the report on the 2012 Payable Property Tax Levy and the recommendation that the ceiling for the Pay 12 Levy be set at \$126,072,576. The motion was seconded by Mr. Brodrick.**

**The motion passed with 4 in favor; 1 opposed (O'Connell) and 1 abstention (Hardy)**

D. Standing Item: Policy Update

1. **Policy 716.00 - Advertising in the Schools**

The Policy Work Group had met for basic discussion on the policy on advertising in the school. They looked at examples of policies from other districts and were provided with a summary of areas touched by the policies which included the areas of ads, sales and properties. The Administrator of Policy, Planning and Intergovernmental Relations provided the Board with an overview of the Work Group discussion and materials.

#### QUESTIONS/DISCUSSION

- It was recommended that the Building Naming Policy be added to the discussion.
- If the question was asked a bit differently, SPPS has a policy on naming rights but it does not address advertising. It would be useful to see if the example districts have a policy but it does not address advertising or no policy exists. In other words, show districts that do or do not address specific areas. This would assist in reviewing how various areas are addressed.

Board members were asked to assess the SPPS Advertising Policy using the Policy Review Form and return it to the Board Secretary by September 20. They were also asked review the list of areas addressed in the example policies and note which they feel SPPS might want to look into addressing.

It was noted the next meeting of the Policy Work Group would be September 26 at 11:00 a.m.

#### E. Work Session

##### 1. **Standardization of Language Regarding Schools, Buildings & Programs**

It was noted there are areas of confusion in how buildings/programs are referred to throughout the district. This needs to be addressed so that there is consistency in the application of names/locations across the system. This affects many areas (maps, website, publications, signage, school site information, actually finding a location, etc.). Is there a way to streamline the names of programs, buildings, etc. For example, can a program move to different building carrying its name along or must the building name be changed as well? It might be worthwhile to have a brief "history piece" on each building.

Support was expressed in bringing this to the Board, however, the urgency needs to be assessed in view of the fact there are a number of programs in flux as well as changes that will be made this Fall. Perhaps it would be good to gather variables (the many iterations of names for some buildings, is the name permanently in "stone" on the actual physical building, etc.) and bring recommendations to the Board.

##### 2. **Additional Board of Education Meeting Dates Needing Action**

The following dates have been added to the Board Calendar and require official action:

- October 18, 2011 Special Closed Board of Education Meeting on Labor Negotiations (4:30 – 5:30 p.m.)
- November 15, 2011 Special Closed Board of Education Meeting on Labor Negotiations (4:30 – 5:30 p.m.)
- November 29 COB Meeting (4:30 p.m.)
- November 29 Special Board of Education Meeting – Levy Hearing (6:00 p.m.)
- December 7, 2011 Special Closed Board of Education Meeting for Superintendent Evaluation (3:00 – 5:30 p.m.)
- December 7, 2011 Special Closed Board of Education Meeting on Labor Negotiations (5:30 – 6:30 p.m.)

**MOTION:** Ms. Street-Stewart moved the Committee of the Board recommend the Board of Education approve the following dates as additional meetings for the Board: October 18, 2011 Special Closed Board of Education Meeting Labor Negotiations (4:30 – 5:30 p.m.); November 15, 2011 Special Closed Board of Education Meeting Labor Negotiations (4:30 – 5:30 p.m.); November 29, 2011 COB Meeting (4:30 p.m.); November 29 Special Board of Education Meeting – Levy Hearing (6:00 p.m.); December 7, 2011 Special Closed Board of Education Meeting Superintendent Evaluation (3:00 – 5:30 p.m.) and December 7, 2011 Special Closed Board of Education Meeting Labor Negotiations (5:30 – 6:30 p.m.). Motion was seconded by Mr. Brodrick.

**Motion Passed**

**3. Meeting with CGCS Special Education Audit Group**

Board members noted which meeting they would attend.

- 9/20 – 3:15 Ms. O'Connell, Ms. Street-Stewart, Ms. Kong-Thao
- 9/20 – 3:45 Ms. Carroll, Mr. Brodrick, Mr. Risberg

**4. EMID**

Director Brodrick asked that EMID be added to the agenda of the October 4 COB.

**III. ADJOURNMENT**

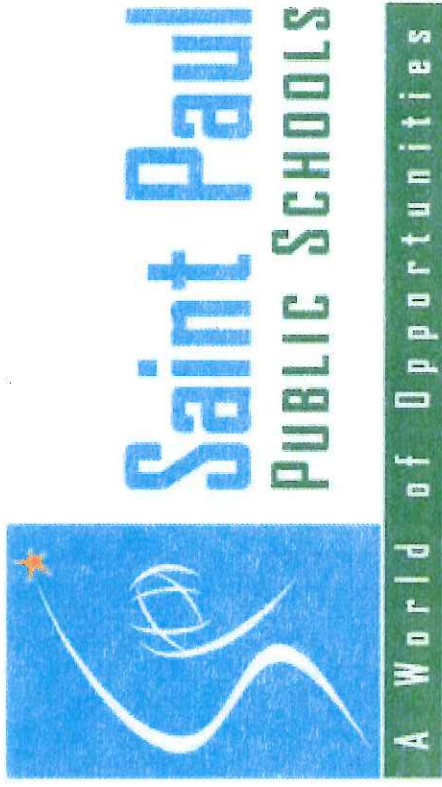
<b>MOTION:</b>	<b>Mr. Brodrick moved the meeting adjourn; motion seconded by Mr. Hardy.</b>
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<b>Motion Passed</b>
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The meeting adjourned at 9:59 p.m.

Respectfully submitted,

Marilyn Polsfuss  
Assistant Clerk



# Payable 2012 Property Tax Levy Information

Michael A. Baumann

Chief Business Officer

September 20, 2011



# Purpose



The purpose of this brief is to inform the Board of Education on the 2012 Payable Property Tax Levy now that we have the information from MDE and to propose the **ceiling** for the Pay12 Levy that must be certified by the BOE by October 7, 2011.





# Agenda



- MDE Maximum Allowable Levy Calculation
- Proposed Levy Ceiling by fund (maximum)
- Reasons for anticipated changes
- Next steps for Pay 12 Levy (time line)
- Recommendation
- Questions



# MDE Maximum Allowable (Levy Calculation)



Fund	MDE (9-16-11)
General Fund	\$84,503,412
Community Service	\$3,447,465
Debt Service	\$39,934,121
<b>Total</b>	<b>\$127,884,998</b>





# SPPS Maximum Levy



Fund	Pay11 (Actual)	PAY 12 (Proposed Ceiling prior to MDE numbers )	PAY 12 MDE Max. Allowable Levy	PAY12 (Proposed Ceiling with req. MDE numbers) E	Difference F (B - E)	Percent G
General Fund	\$76,202,540	\$83,208,823	\$84,503,412	\$82,690,990	\$6,488,450	8.5%
Community Service Fund	3,571,571	3,421,684	3,447,465	3,447,465	(124,106)	(3.5%)
Debt Service Fund	41,970,427	39,442,069	39,934,121	39,934,121	(2,036,306)	(4.9%)
<b>Total</b>	<b>\$121,744,538</b>	<b>\$126,072,576</b>	<b>\$127,884,998</b>	<b>\$126,072,576</b>	<b>\$4,328,038</b>	<b>3.6%</b>



# Reasons for Changes



- State increased authorization for OPEB (Other Post Employee Benefits) for districts that sunset or limit retiree health insurance programs.
- Reemployment insurance increased due to more layoffs and extension costs.
- TRA (Teacher Retirement Association) increase due to 2010 pension legislation.
- Health and Safety increases to address environmental, air quality, and safety, such as asbestos removal, fire alarm panels.
- Adjustments for new and existing debt, debt excess adjustments, and refinancing.





# 2011 Levy Schedule

- ✓ July 29 – deadline for SPPS to submit Health & Safety
- ✓ September 1 – update Health & Safety projects
- ✓ September 9 – last day for Health & Safety adjustments
- ✓ September 9 – deadline for SPPS Levy Information
- ✓ September 13 - presentation to COB
- ✓ September 15- deadline for MDE to issue levy limitations
- September 20 – adoption of maximum levy certification by BOE
- October 7– deadline for SPPS to submit data changes to MDE
- October 7– deadline for BOE to certify levy limitations to county auditors
- November 24 – deadline for mailing of proposed property taxes by County
- November 29– Public comment at BOE (following COB meeting) at 6:00 p.m.
- December 13 – BOE certifies Pay12 levy
- December 28– deadline for SPPS to adopt final property tax levy
- December 28– deadline for SPPS to certify final adopted levies to county auditor
- December 31– deadline for SPPS to submit FY10 actual building/land lease costs



# Recommendation



That the Board of Education accept the report on the Payable 2012 Property Tax Levy and the recommendation that the **ceiling** for the Pay12 levy be set at \$126,072,576.

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

**DATE:** September 20, 2011

**TOPIC:** Acknowledgement of Good Work Provided by Outstanding District Employees and Departments.

**A. PERTINENT FACTS:**

1. **Heather Alden Pope**, School Social Worker at EXPO, has been selected as the 2011 School Social Worker of the Year by the Minnesota School Social Workers Association. Heather has been a School Social Worker for Saint Paul Public Schools for the last 11 years. She has served in the Museum Magnet School, Mississippi Creative Arts Magnet School, and for the last six years she has been at EXPO Elementary School. Prior to her work in Minnesota, she was a School Social Worker and Teacher in the Houston Independent Schools in Texas.
2. **Rebecca Tennison**, 4<sup>th</sup> grade teacher at Paul and Sheila Wellstone Elementary School, received the first place award in the elementary level division of the Thrivent Financial Foundation sponsored, 2011 Personal Finance Educator Award. She will be honored at a recognition event at the Federal Reserve Bank on October 20, 2011. At the event she will be presented an award and honored for her creativity in personal finance education.
3. **Kate Alexander**, teacher at Phalen Lake Hmong Studies Magnet; **Diane Johnston**, teacher at Groveland Park Elementary; **Sharon Overlien**, teacher at The Heights Community School received the 2<sup>nd</sup> place award in the elementary level division of the 3M sponsored, Innovative Economic Educator Awards.

These three teachers are invited to attend the annual EconFest celebration on October 20, 2011, at the Federal Reserve Bank, where they will be presented an award and honored for their innovations in economic education.

4. **Jamin McKenzie**, science teacher at Battle Creek Middle School, has been selected as a 2011 Minnesota Finalist for secondary teachers of science by the Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST) program. As a state finalist, McKenzie will go on to vie for the award at a national level. One mathematics and one science teacher from each state are selected for the award.
7. This item is submitted by Suzanne P. Kelly, Chief of Staff.

**B. RECOMMENDATION:**

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

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

**DATE:** Sept. 20, 2011

**TOPIC:** Acknowledgement of Good Work by Students.

**A. PERTINENT FACTS:**

1. **Selena Erstad**, student from **Highland Park Senior High School**, who won first place at the State History Day competition in the senior individual documentary category. Selena represented Highland Park and the state of Minnesota at the Nationals competition in Washington D.C. this June for her project titled, "The Hetch Hetchy Controversy: A Debate of Conservation vs. Exploitation."
2. **Jennifer Lor** and **Evie Harper-Godderz**, students at Open World Learning Community (OWL), who won first place at the State History Day competition in the senior group documentary category. Their documentary *The Role of Eugenacists in the 1924 Debate on Immigration restriction* also won the prize for the best project on the history of immigration sponsored by the University of Minnesota. They competed in nationals this past June.
3. **Eleanor Lieder** and **Rose Wimberley**, **Ramsey Junior High School** students, who won two awards at the State History Day competition. They won first place in the Junior Performance category for their performance of "*Setting the Table for War*," a discussion between an abolitionist and a confederate from the South. They also won the Civil War History award.
4. **Michaela Yarosh**, **Central Senior High School**, who competed in the St. Paul Science Fair of the Twin Cities Regional Science Fairs last year as a student at **Murray Junior High School**. She was named as Middle School Semifinalist in the First Broadcom MASTERS™- Math, Applied Science, Technology and Engineering (STEM) competition. The Broadcom MASTERS is the national STEM competition for sixth, seventh and eighth graders nominated to compete by their local SSP affiliated science and engineering fair.
5. This item is submitted by Suzanne P. Kelly, Chief of Staff

**B. RECOMMENDATION:**

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





# Summer Session 2011

Traci Gauer

Director, Alternative Learning Programs

September 20, 2011





# Purpose



*To provide an overview of the ALC summer session 2011 which provided programs and classes to increase proficiency and credit recovery for graduation*



# Eligibility and Registration



- Secondary (6-12) – students received letters from ALC to attend summer school based on MCA 2010 test data
- Elementary – teachers invited students based on student assessment data
- ELL – all ELL students are invited
- Final letters for all K-12 after CAMPUS flagging sent in June: 16,729 letters mailed



# Program Highlights



- Summer Session 1
  - 3 Week Session: June 27 - July 19, 2011
  - 6 hours per day = 96 membership hours (same number as previous years)
  - High School students could earn 6 quarter credits
- Summer Session 2 (HS Credit Recovery)
  - Additional 3 weeks: July 25 - August 12, 2011
  - Located at Gordon Parks High School
  - High School students could earn 6 quarter credits

**High school students attending both sessions could earn up to 12 quarter credits.**



# Program Highlights continued



- GRAD Re-testing
  - (Available to seniors credit-ready to graduate. Option to take test.)
  - 124 re-tested for GRAD Reading; 13 passed
  - 6 re-tested for GRAD Math; 0 passed
    - **Test Dates 6/29 & 6/30**
  - 41 re-tested for GRAD Writing @ Gordon Parks HS; 13 passed
    - **Test Dates 8/2 & 8/3**

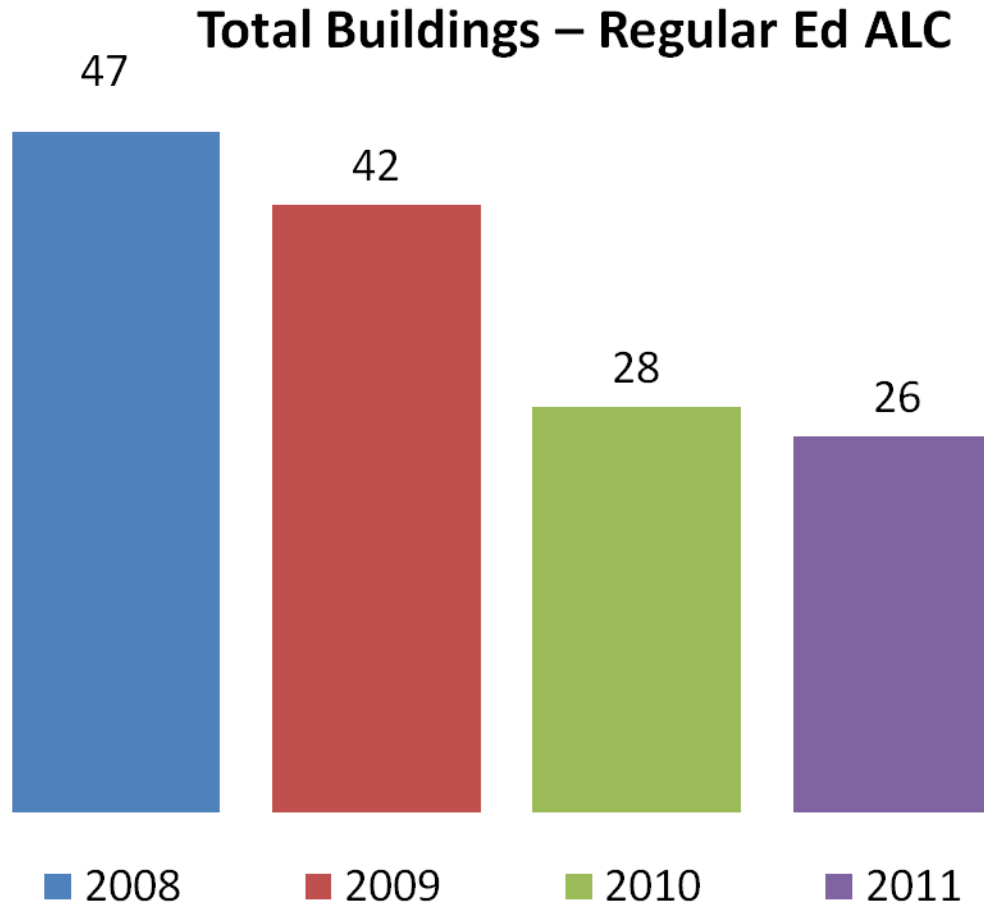


# Program Highlights continued



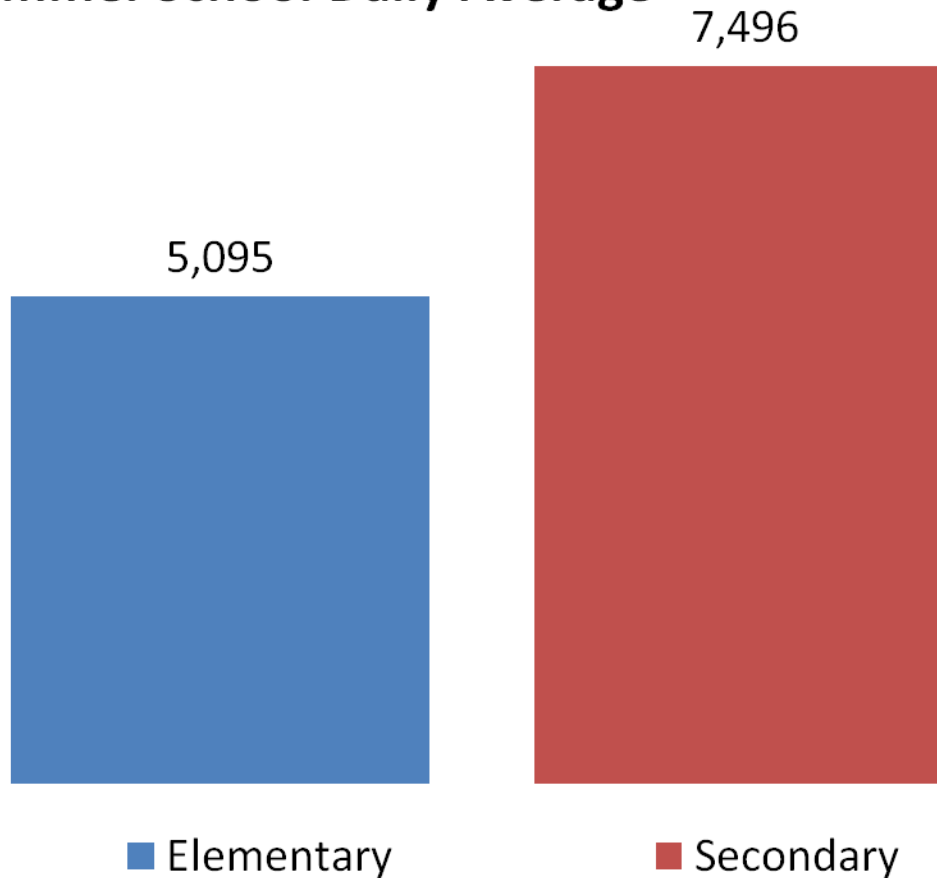
- Secondary ELL Levels 1 and 2 remain at their secondary school (Como Sr., Harding, Humboldt, Washington)
- Online Courses
  - Enrollment (Students taking 1 or 2 online classes)
    - 74 - Session 1 (46 credits earned)
    - 148 - Session 2 (109 credits earned)
  - Completion Rate =70% (2010 was 46%)
  - New Model – increased face time with teacher
  - Required instructional time
  - Limited the number online courses taken per student

# Summer Session Site Comparisons



# 2011 Enrollment

Summer School Daily Average

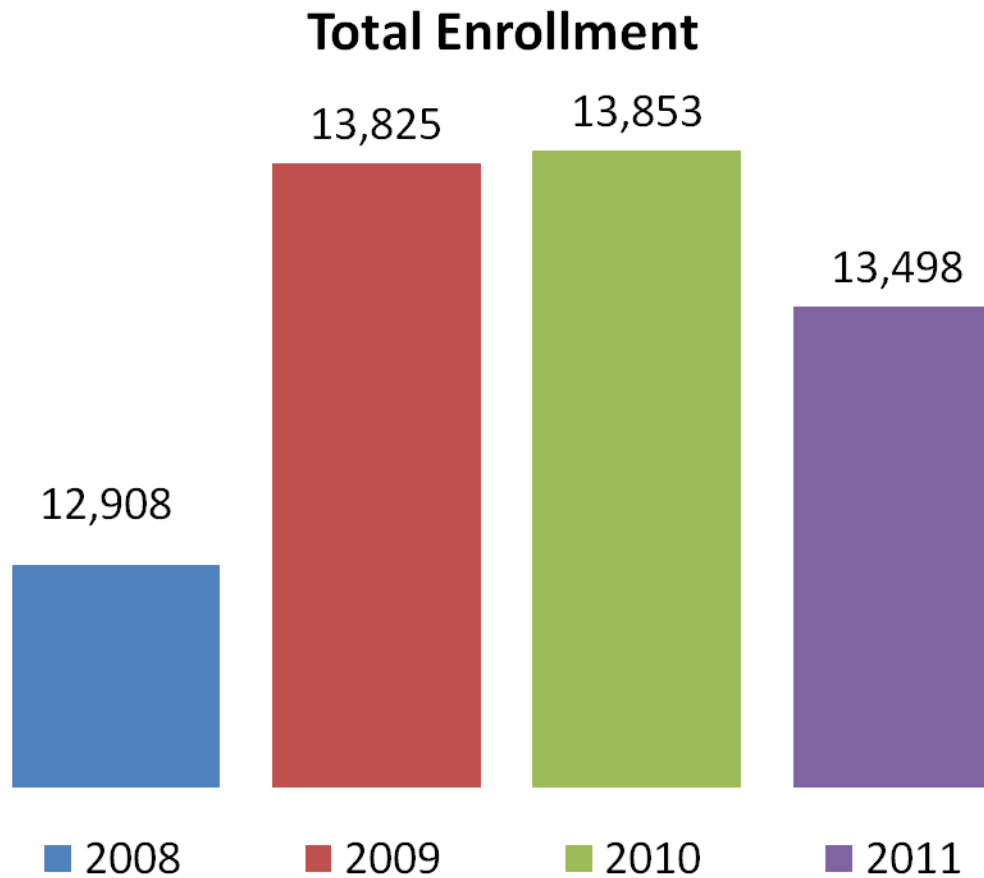


\* HS enrollment includes Session 2

**13,498 total enrollment**



# Yearly Enrollment Comparisons





# Thank you

## End of Summer Session 2011 Presentation

**HUMAN RESOURCE TRANSACTIONS**  
 (July 28, 2011 through August 30, 2011)  
**September 20, 2011**

**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>
Cox, T. C.	Central Administrator	08/18/2011	\$39.59	Colborne Admin Offices
Auyeung, J. S.	Classroom Teacher	08/29/2011	\$31.22	Washington Tech Magnet
Bachmeier, K. J.	Classroom Teacher	08/29/2011	\$26.81	Obama Service Learning
Barrientos, R.	Classroom Teacher	08/29/2011	\$28.72	Riverview School
Bosch, S. V.	Classroom Teacher	08/29/2011	\$40.69	Galtier Magnet
Brain, Z. R.	Classroom Teacher	08/29/2011	\$20.13	Crossroads Arts & Science
Bullard, P. R.	Classroom Teacher	08/29/2011	\$25.45	Jackson Preparatory
Burke, E. C.	Classroom Teacher	08/29/2011	\$44.88	St. Paul Music Academy
Clancy, S. E.	Classroom Teacher	08/29/2011	\$26.18	Highwood Hills
Costello, C. J.	Classroom Teacher	08/29/2011	\$31.43	Washington Tech Magnet
Deragisch, C. L.	Classroom Teacher	08/29/2011	\$27.41	Battle Creek Middle
Engelhardt, A. M.	Classroom Teacher	08/29/2011	\$47.17	Humboldt Secondary
Evans, H. C.	Classroom Teacher	08/29/2011	\$28.82	Obama Service Learning
Feustel, J. N.	Classroom Teacher	08/29/2011	\$36.08	Obama Service Learning
Francisco, K. L.	Classroom Teacher	08/29/2011	\$32.78	Cherokee Heights School
Friedman, D. J.	Classroom Teacher	08/29/2011	\$24.61	Linwood Monroe Arts Plus (4-8)
Gerber, M. C.	Classroom Teacher	08/29/2011	\$22.72	Crossroads Montessori
Greenawald, C. B.	Classroom Teacher	08/29/2011	\$24.61	Maxfield Magnet
Gunsten, C. D.	Classroom Teacher	08/29/2011	\$36.08	Groveland Park
Hegg, K. A.	Classroom Teacher	08/29/2011	\$46.99	Bruce F Vento Elementary
Her, S.	Classroom Teacher	08/29/2011	\$32.75	Obama Service Learning
Jennings, C. M.	Classroom Teacher	08/29/2011	\$34.06	Como Park Special/Hartzell
Johnson, K.	Classroom Teacher	08/29/2011	\$27.57	Wellstone Elementary

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**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>
King, R. G.	Classroom Teacher	08/29/2011	\$27.57	Eastern Heights
Kuensting, A. M.	Classroom Teacher	08/29/2011	\$25.53	Highland Park Senior
Lee, A. M.	Classroom Teacher	08/29/2011	\$26.18	Highwood Hills
Lessard, K. M.	Classroom Teacher	08/29/2011	\$28.67	Bruce F Vento Elementary
Loose, K. L.	Classroom Teacher	08/29/2011	\$26.37	Groveland Park
Luby, E. M.	Classroom Teacher	08/29/2011	\$44.46	Como Park Senior High
Mackie, J. E.	Classroom Teacher	08/29/2011	\$26.97	Benjamin Mays/Museum
Manley, A. E.	Classroom Teacher	08/29/2011	\$25.53	Jackson Preparatory
Marston, R. E.	Classroom Teacher	08/29/2011	\$35.21	Battle Creek Environmental
McClendon, L. E.	Classroom Teacher	08/29/2011	\$39.14	Obama Service Learning
McQuiston, L. J.	Classroom Teacher	08/29/2011	\$21.55	Crossroads Montessori
Neale, A. L.	Classroom Teacher	08/29/2011	\$27.33	JJ Hill Montessori
O'Neill, A. L.	Classroom Teacher	08/29/2011	\$24.61	L'Etoile du Nord French
Parker, J. G.	Classroom Teacher	08/29/2011	\$24.61	Farnsworth Aerospace (5-8)
Peterson, H. M.	Classroom Teacher	08/29/2011	\$25.53	Highwood Hills
Peterson, J. D.	Classroom Teacher	08/29/2011	\$26.37	Obama Service Learning
Ray, P. A.	Classroom Teacher	08/29/2011	\$26.81	Farnsworth Aerospace (5-8)
Roe, L. Y.	Classroom Teacher	08/29/2011	\$24.61	Battle Creek Middle
Rosinger, A. A.	Classroom Teacher	08/29/2011	\$24.61	Riverview School
Schotzko, A. P.	Classroom Teacher	08/29/2011	\$36.46	Humboldt Secondary
Schultz-Albert, I. E.	Classroom Teacher	08/29/2011	\$44.88	Humboldt Secondary
Snyder, B. O.	Classroom Teacher	08/29/2011	\$26.37	Bruce F Vento Elementary
Sopiwnik, C. D.	Classroom Teacher	08/29/2011	\$29.78	Harding Senior High
Speed, J. D.	Classroom Teacher	08/29/2011	\$32.95	Highwood Hills
Steenberg, C. T.	Classroom Teacher	08/29/2011	\$26.37	Highland Park Middle

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**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>
Stieler, E. J.	Classroom Teacher	08/29/2011	\$27.93	Como Service Center
Stinar, R. G.	Classroom Teacher	08/29/2011	\$24.61	Central Senior High
Thao, N. R.	Classroom Teacher	08/29/2011	\$34.11	Bruce F Vento Elementary
Tollberg, J. J.	Classroom Teacher	08/29/2011	\$25.53	Bruce F Vento Elementary
Walz, E. J.	Classroom Teacher	08/29/2011	\$27.93	Harding Senior High
Whiteis, A. V.	Classroom Teacher	08/29/2011	\$21.14	Crossroads Arts & Science
Zachary, J. P.	Classroom Teacher	08/29/2011	\$24.61	Battle Creek Middle
Sontgerath, E. V.	ELL Teacher	08/29/2011	\$29.97	Jackson Preparatory
Xiong, M. P.	Early Education Teacher	08/29/2011	\$27.33	Jackson Preparatory
Grady, C. R.	Nurse	08/29/2011	\$32.39	Bridge View
Baisch, M. A.	Principal	08/15/2011	\$59.69	Colborne Admin Offices
Behnke, B. A.	Principal	08/10/2011	\$59.18	Linwood Monroe Arts (4-8)
Osei, A. K.	Principal	08/08/2011	\$60.60	Johnson Senior High
Lyman-Buttler, W. C.	Psychologist	08/29/2011	\$34.78	PAS Program-1780 West 7th
Dums, J. M.	Social Worker	08/29/2011	\$27.93	The Heights Community
Heim, C. A.	Special Education Teacher	08/29/2011	\$27.33	Journey's Secondary School
Licon Gervich, A.	Special Education Teacher	08/29/2011	\$31.08	Riverview School
Murchie, L. P.	Special Education Teacher	08/29/2011	\$30.10	Central Senior High
Newmaster, C. J.	Special Education Teacher	08/29/2011	\$24.61	Bridge View
Nothnagel, S. M.	Special Education Teacher	08/29/2011	\$29.25	Journey's Secondary School
Saraceno, D. L.	Special Education Teacher	08/29/2011	\$27.57	Bridge View
Hafiz, A.	Specialist	08/15/2011	\$34.11	Washington Tech Magnet

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**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>
Dotson Stokes, R.	Speech Pathologist	08/29/2011	\$28.53	Rondo Education Center
Mazar, L.	Speech Pathologist	08/29/2011	\$41.75	Battle Creek Middle
Miller, K. L.	Speech Pathologist	08/29/2011	\$28.53	Eastern Heights
Renner, L. M.	Speech Pathologist	10/01/2011	\$31.43	Hancock Hamline Univ
Swanson, M. A.	Speech Pathologist	08/29/2011	\$27.93	Capitol Hill Magnet
Thomas, L. L.	Speech Pathologist	08/29/2011	\$32.03	Murray Junior High
Weiss, S.	Speech Pathologist	08/29/2011	\$30.10	Farnsworth Aerospace (5-8)
Gray, L. D.	School/Community Professional	08/24/2011	\$21.24	Colborne Admin Offices
Lieu, H. K.	School/Community Professional	08/29/2011	\$19.17	Washington Tech Magnet
Trent Sr, G.	School/Community Professional	08/29/2011	\$21.24	Daytons Bluff
Jackson, T. S.	Education Assistant	08/29/2011	\$18.03	Galtier Magnet
Vang, E.	Education Assistant	08/29/2011	\$14.37	Rondo Education Center
Brandow, N. H.	Teaching Assistant	09/06/2011	\$13.20	Journey's Secondary School
Price-Presley, R. E.	Teaching Assistant	09/06/2011	\$12.08	Benjamin Mays Int'l
Kolbeck, T. H.	Custodian	08/22/2011	\$23.00	Como Service Center
Arnett, J.	Professional Employee	08/29/2011	\$23.05	Como Service Center
Martin, N. A.	Professional Employee	08/10/2011	\$24.70	Como Service Center
McKay, P.	Technical	08/29/2011	\$21.68	Como Service Center

**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>
Buchanan, I. L.	Assistant Principal From: Classroom Teacher	08/08/2011	\$50.39	Murray Junior High
Chan, S. K. B.	Principal From: Assistant Principal	08/08/2011	\$58.46	Eastern Heights
Christiansen, L.	Assistant Principal From: Administrative Intern	08/08/2011	\$50.77	Museum Magnet Elementary

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**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>
Morris, K. L.	Assistant Principal From: Administrative Intern	08/08/2011	\$53.45	Highland Park Middle
Osorio-Murillo, J.	Assistant Principal From: Administrative Intern	08/08/2011	\$54.84	Wellstone Elementary
Rivera de Albright, M.	Assistant Principal From: Classroom Teacher	08/08/2011	\$47.68	Crossroads Montessori
Anderson Schmidt, T.	Central Administrator From: Classroom Teacher	08/01/2011	\$45.02	Plato Admin Offices
Pham, L.	Central Administrator From: Classroom Teacher	08/29/2011	\$42.87	Title I Funded Programs
Yackley, M.	Central Administrator From: Nurse	08/01/2011	\$46.79	Colborne Admin Offices
Blanchard, S. E.	Classroom Teacher From: Teaching Assistant	08/29/2011	\$24.98	Highland Park Middle
McMahon, M. E.	Classroom Teacher From: Teaching Assistant	08/29/2011	\$24.61	Jackson Preparatory
Schoen, A. R.	Classroom Teacher From: Teaching Assistant	08/29/2011	\$25.53	Benjamin Mays Int'l
Shimon, M.	Classroom Teacher From: Education Assistant	08/29/2011	\$26.18	Obama Service Learning
Walter, K. J.	Classroom Teacher From: School/Community Professional	08/29/2011	\$26.37	Battle Creek Middle
Anderson, C. D.	Principal From: Central Administrator	08/08/2011	\$52.18	Hancock Hamline Univ
Chan, S. K.	Principal From: Assistant Principal	08/08/2011	\$58.46	Eastern Heights
Duke, K.	Principal From: Central Administrator	08/08/2011	\$55.95	Randolph Heights
Van Iperen, A.	Principal From: Administrative Intern	08/08/2011	\$52.18	Wellstone Elementary
PerezInzunza, C.	School/Community Professional From: Education Assistant	08/15/2011	\$20.18	Colborne Admin Offices

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**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>
Peterson, J.	School/Community Professional From: Teaching Assistant	08/29/2011	\$21.24	Homecroft Building
Olson, V. L.	Education Assistant From: Teaching Assistant	08/29/2011	\$20.36	Rondo Education Center
Moschkau, D.	Teaching Assistant Career Progression	09/06/2011	\$18.37	Expo for Excellence
Skelly, J. G.	Professional Employee Career Progression	08/01/2011	\$35.84	Colborne Admin Offices
Caseltine, L. M.	Custodian Career Progression	08/29/2011	\$22.23	Como Service Center
Neuman, M. G.	Custodian Career Progression	08/01/2011	\$23.00	Highwood Hills
Ruiz, T. J.	Custodian Career Progression	08/29/2011	\$22.23	The Heights Community
Follmer, G. M.	Nutrition Services Personnel Career Progression	08/22/2011	\$20.60	Riverview School
Johnson, C. N.	Nutrition Services Personnel Career Progression	08/22/2011	\$16.31	Open World Learning
Koford, S. M.	Nutrition Services Personnel Career Progression	08/22/2011	\$16.31	Johnson Achievement Plus
Schmidt, K. A.	Nutrition Services Personnel Career Progression	08/22/2011	\$20.60	American Indian Magnet
Smith, M. N.	Nutrition Services Personnel Career Progression	08/22/2011	\$20.60	Como Service Center
Meyer, T. A.	Supervisory From: Clerical	08/01/2011	\$34.76	Colborne Admin Offices
Novak, D. J.	Supervisory From: Transportation	08/01/2011	\$39.05	Colborne Admin Offices
Harvey, C.	Technical Career Progression	08/23/2011	\$30.74	Como Service Center
Kotovsky, K. D.	Technical Career Progression	08/23/2011	\$26.39	Como Service Center
Hanson, A. E.	Tri-Council From: Custodian	08/01/2011	\$22.27	Como Service Center



**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**TEMPORARY APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Lijewski, M. B.	Classroom Teacher	08/29/2011	\$25.53	Central Senior High
Pilot, R. J.	Classroom Teacher From: Education Assistant	08/29/2011	\$33.12	Harding Senior High
Zhou, H.	Classroom Teacher	08/29/2011	\$26.81	Benjamin Mays Int'l

**LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Mendez, A.	Classroom Teacher	8/16/2011	Highland Park Senior
Geisinger, J. K.	Special Education Teacher	08/29/2011	Bridge View
Giebner, P. L.	Teaching Assistant	08/29/2011	Battle Creek Environmental
Kelly, P. A.	Clerical	07/30/2011	Colborne Admin Offices

**ADMINISTRATIVE LEAVE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>
M., R.	Custodian	05/26/2011

**RECISION OF LAYOFF**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Skelly, J. G.	Professional Employee	07/30/2011	Colborne Admin Offices

**REINSTATEMENT AFTER LAYOFF**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Ahartz, J.	School/Community Professional	08/10/2011	\$26.00	Colborne Admin Offices
Hrouda, T.	School/Community Professional	08/29/2011	\$27.93	Harding Senior High
Vue, M. X.	School/Community Professional	08/08/2011	\$27.93	Colborne Admin Offices
Bohen, B. E.	Education Assistant	08/29/2011	\$25.19	Johnson Senior High
Burtness, G.	Education Assistant	08/29/2011	\$19.00	Focus Beyond (Gr 7-Adult)
Chapman, D.	Education Assistant	08/29/2011	\$22.39	Highland Park Senior
Chouanard, L. A.	Education Assistant	08/29/2011	\$25.58	Johnson Senior High
Landowski, R.	Education Assistant	08/29/2011	\$27.23	Frost Lake Magnet
McMahon, M. J.	Education Assistant	08/29/2011	\$20.90	Ramsey Junior High
Downs, J. T.	Clerical	07/25/2011	\$21.34	Colborne Admin Offices
Schwinn, S. M.	Clerical	08/22/2011	\$21.02	Homecroft Building

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**REHIRE AFTER RESIGNATION/NON-RENEWAL**

<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>
Hofmann, T. H.	Assistant Principal	08/08/2011	\$47.63	Johnson Senior High
Baldwin, M. M.	Classroom Teacher	08/29/2011	\$28.53	Obama Service Learning
Bernal, D. R.	Classroom Teacher	08/29/2011	\$24.61	Humboldt Secondary
Butler, C.	Classroom Teacher	08/29/2011	\$34.67	Obama Service Learning
Carlson, M. D.	Classroom Teacher	08/29/2011	\$31.22	Harding Senior High
Carrier, J. M.	Classroom Teacher	08/29/2011	\$26.37	Humboldt Secondary
Casper Sanchez, M.	Classroom Teacher	08/29/2011	\$28.29	Adams Spanish Immersion
Cina, G.	Classroom Teacher	08/29/2011	\$30.46	Adams Spanish Immersion
Cooper, Q. W.	Classroom Teacher	08/29/2011	\$27.57	Obama Service Learning
Estrellado, A. M.	Classroom Teacher	08/29/2011	\$34.07	Bruce F Vento Elementary
Johnson, C. R.	Classroom Teacher	08/29/2011	\$45.53	Washington Tech Magnet
Larkin, A. J.	Classroom Teacher	08/29/2011	\$26.81	Bruce F Vento Elementary
Mack, R. G.	Classroom Teacher	08/22/2011	\$44.46	Farnsworth Aerospace (5-8)
Merritt, B. H.	Classroom Teacher	08/29/2011	\$39.14	Maxfield Magnet
Rose, M. P.	Classroom Teacher	08/29/2011	\$43.96	Highwood Hills
Tyson, A. M.	Classroom Teacher	08/29/2011	\$26.18	Mississippi Creative Arts
Wilson, C. E.	Classroom Teacher	08/29/2011	\$25.53	Farnsworth Aerospace (5-8)
Yang, P.	Classroom Teacher	08/29/2011	\$46.99	Jackson Preparatory
Zgutowicz, R. E.	Classroom Teacher	08/29/2011	\$43.26	Riverview School
Faitsbau, L. N.	ELL Teacher	08/29/2011	\$28.72	American Indian Magnet
Herman Hill, K.	ELL Teacher	08/29/2011	\$30.10	Humboldt Secondary
Stuhl, N. L.	ELL Teacher	08/29/2011	\$27.57	Farnsworth Aerospace (5-8)
Brumbaugh, A. J.	Special Education Teacher	08/29/2011	\$28.82	Hazel Park Preparatory
Linehan, J. R.	Special Education Teacher	08/29/2011	\$36.46	Obama Service Learning

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**REHIRE AFTER RESIGNATION/NON-RENEWAL**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Agbamu, O.	Superintendency	08/15/2011	\$57.83	Colborne Admin Offices
Bossany, K. J.	Teacher on Special Assignment	08/15/2011	\$31.06	Washington Tech Magnet
Rottman, C. D.	Teacher on Special Assignment	08/29/2011	\$45.53	Bruce F Vento Elementary
Spanjers, D.	Teacher on Special Assignment	08/15/2011	\$34.29	Washington Tech Magnet
Day, T.	School/Community Professional	08/29/2011	\$21.24	Homecroft Building
Kelly, J. R.	School/Community Professional	08/29/2011	\$21.24	Colborne Admin Offices
Sweeney, H. C.	Education Assistant	08/29/2011	\$19.00	Rondo Education Center
Lombard, J.	Teaching Assistant	09/06/2011	\$12.75	Maxfield Magnet

**REINSTATEMENT FROM LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Barany, B. G.	Classroom Teacher	08/29/2011	Highland Park Senior
Beach, J. L.	Classroom Teacher	08/29/2011	The Heights Community
Becvar, B. R.	Classroom Teacher	08/29/2011	Murray Junior High
Benson, S. D.	Classroom Teacher	08/29/2011	Harding Senior High
Biagi, E.	Classroom Teacher	08/29/2011	World Cultures Magnet
Bjostad, K. E.	Classroom Teacher	08/29/2011	Highwood Hills
Burton, S. L.	Classroom Teacher	08/29/2011	Como Park Elementary
Carr, D. J.	Classroom Teacher	08/29/2011	Gordon Parks High School - ALC
Corbett, A. S.	Classroom Teacher	08/29/2011	Highland Park Senior
Denning-Krieger, H.	Classroom Teacher	08/29/2011	Expo for Excellence
Drieling, C.	Classroom Teacher	08/29/2011	Ronald M Hubbs Center
Durnick, D. L.	Classroom Teacher	08/29/2011	Washington Tech Magnet
Engelhart, L. M.	Classroom Teacher	08/01/2011	Crossroads Montessori
Gaetke, G. M.	Classroom Teacher	08/29/2011	Expo for Excellence

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**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>
Gertz, S.	Classroom Teacher	08/29/2011	Farnsworth Aerospace (5-8)
Heim, P.	Classroom Teacher	08/29/2011	Central Senior High
Kuechle, K. B.	Classroom Teacher	08/29/2011	Wellstone Elementary
Littler, N. M.	Classroom Teacher	08/29/2011	Farnsworth Aerospace (K-4)
Lynn, D. D.	Classroom Teacher	08/29/2011	Battle Creek Middle
Major, C. J.	Classroom Teacher	08/29/2011	Murray Junior High
Moran-Emerson, M.	Classroom Teacher	08/29/2011	Four Seasons A+
Muller, R.	Classroom Teacher	08/29/2011	Battle Creek Middle
Peters, S. J.	Classroom Teacher	08/29/2011	Mississippi Creative Arts
Peterson, A. L.	Classroom Teacher	08/29/2011	Washington Tech Magnet
Peterson, R. L.	Classroom Teacher	08/29/2011	Harding Senior High
Plum, E. N.	Classroom Teacher	08/31/2011	Washington Tech Magnet
Rodriguez, C. J.	Classroom Teacher	08/29/2011	Harding Senior High
Rupprecht, J.	Classroom Teacher	08/29/2011	St. Paul Music Academy
Saathoff, E. P.	Classroom Teacher	08/29/2011	Crossroads Montessori
Schleper, K. G.	Classroom Teacher	08/29/2011	Johnson Senior High
Strand, A. M.	Classroom Teacher	08/29/2011	International Academy-LEAP
Tveitbakk, A.	Classroom Teacher	08/29/2011	Jackson Preparatory
Yang, J. Y.	Classroom Teacher	08/15/2011	Washington Tech Magnet
Djupstrom, J. A.	ELL Teacher	08/29/2011	Como Park Elementary
Landsverk, J. A.	ELL Teacher	08/29/2011	Humboldt Secondary
Strupeck, R. A.	ELL Teacher	08/29/2011	International Academy-LEAP
Wenthold, S. A.	ELL Teacher	08/29/2011	Frost Lake Magnet
Eide, T.	Nurse	08/29/2011	Como Park Special/Hartzell
Dunder, P.	Social Worker	08/29/2011	Wheelock Early Education

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**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>
Becker, J. M.	Special Education Teacher	08/29/2011	Jackson Preparatory
Dobson, S. L.	Special Education Teacher	08/29/2011	Battle Creek Middle
Germundson, M. L.	Special Education Teacher	08/29/2011	Battle Creek Environmental
Gould, W. B.	Special Education Teacher	08/29/2011	Frost Lake - Special
Gritzmacher, L. A.	Special Education Teacher	08/29/2011	Galtier Magnet
Hauer, A. N.	Special Education Teacher	08/29/2011	Johnson Achievement Plus
Lynn, K.	Special Education Teacher	08/29/2011	Bridge View
Medina, K. R.	Special Education Teacher	08/29/2011	Jackson Preparatory
Totushek, K. A.	Special Education Teacher	08/29/2011	Central Senior High
Mohamud, K. A.	Education Assistant	08/29/2011	Expo for Excellence
Brunner, R. P.	Custodian	08/15/2011	Harding Senior High
Payton, S. D.	Custodian	08/01/2011	Como Service Center
Bailey, A.	Nutrition Services Personnel	08/22/2011	North End Elementary

**REHIRE AFTER TERMINATION**

<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>
Christenson, S. M.	Teaching Assistant	06/16/2011	\$13.38	Horace Mann School
Olsson, L. J.	Teaching Assistant	06/16/2011	\$13.38	Bruce F Vento Elementary

**VOLUNTARY REDUCTION 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>
Parker, L. G.	Assistant Principal	08/08/2011	\$54.84	Farnsworth Aerospace (K-4)

**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>
Cannaday, E. A.	Classroom Teacher From: Central Administrator	08/29/2011	\$46.99	Randolph Heights

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**CHANGE IN TITLE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Casper, S.	Classroom Teacher From: Central Administrator	08/29/2011	\$46.99	Washington Tech Magnet
Gaslin, M.	Classroom Teacher From: Central Administrator	08/29/2011	\$49.32	Gordon Parks High School – ALC
Hogan, K.	Classroom Teacher From: Central Administrator	08/22/2011	\$48.38	Como Service Center
Koelfgen-Faust, L.	Classroom Teacher From: Central Administrator	08/29/2011	\$46.24	Johnson Senior High
Magrane, J. F.	Classroom Teacher From: Central Administrator	08/29/2011	\$46.99	Plato Admin Offices
Christensen, J.	Specialist From: Classroom Teacher	08/15/2011	\$41.54	Washington Tech Magnet
Knudsen, J.	Specialist From: Classroom Teacher	08/13/2011	\$46.99	Washington Tech Magnet
Metz, E.	Specialist From: Classroom Teacher	08/13/2011	\$46.99	Washington Tech Magnet
Smaller, L. J.	Specialist From: Classroom Teacher	08/15/2011	\$46.99	Washington Tech Magnet

**REDUCTION IN TITLE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Kestner, S.	Education Assistant	08/29/2011	\$21.87	Open School

**SUSPENSION WITHOUT PAY**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>
C., D.	Classroom Teacher	Five Days
F., B.	Classroom Teacher	Five Days
H., A.	Classroom Teacher	Thirty Days
S., A.	Teaching Assistant	Five Days
M., J. M.	School Bus Driver	Five Days
B., M. T.	Custodian	03/25/2011 Through 07/29/2011
M., P.	Operations	Three Days

**RETIREMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Mosser, N. M.	Classroom Teacher	06/16/2011	International Academy-LEAP
Breyfogle, D.	Education Assistant	08/27/2011	Johnson Senior High

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**RESIGNATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Desai-Redd, S.	Central Administrator	08/27/2011	Plato Admin Offices
Anderson, S. K.	Classroom Teacher	06/16/2011	Central Senior High
Bahr, R. D.	Classroom Teacher	08/25/2011	Ronald M Hubbs Center
Bonestroo, E.	Classroom Teacher	06/16/2011	Homecroft Building
Chavez, E. A.	Classroom Teacher	06/16/2011	Cherokee Heights School
Firkus, E.	Classroom Teacher	06/16/2011	Ramsey Junior High
Hinrichs, D.	Classroom Teacher	07/09/2011	Crossroads Arts & Science
Juskowiak, E.	Classroom Teacher	09/03/2011	Johnson Senior High
Lindholm, J. K.	Classroom Teacher	06/16/2011	Ronald M Hubbs Center
Mascotti, G. M.	Classroom Teacher	06/16/2011	Colborne Admin Offices
McCarthy, B.	Classroom Teacher	06/16/2011	Como Park Senior High
McParland, S. B.	Classroom Teacher	06/16/2011	North End Elementary
Mendez, A.	Classroom Teacher	08/16/2014	Highland Park Senior
Moore, R. M.	Classroom Teacher	06/16/2011	Highland Park Senior
Nelson, P. J.	Classroom Teacher	11/05/2011	Bridge View
Santos, A.	Classroom Teacher	06/23/2011	Harding Senior High
Schoenecker, M. M.	Classroom Teacher	06/23/2011	Plato Admin Offices
Schutjer, P.	Classroom Teacher	06/16/2011	International Academy-LEAP
Taleb, M. K.	Classroom Teacher	06/16/2011	L'Etoile du Nord French
Taube, J. L.	Classroom Teacher	06/16/2011	No Assigned Bldg - Misc
Unowsky, V. J.	Classroom Teacher	06/16/2011	Jackson Preparatory
Sprague, C.	Occupational Therapist	08/05/2011	Crossroads Montessori
Lewis, B. S.	Principal	08/06/2011	Capitol Hill Magnet
Lockhart-Kohn, J.	Special Education Teacher	06/16/2011	Transitions For Success
Peterson, L. A.	Special Education Teacher	06/16/2011	Gillette Children's Hospital

**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**RESIGNATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Wright, S.	School/Community Professional	08/23/2011	Ames Elementary
Yang, M.	School/Community Professional	06/30/2011	Mississippi Creative Arts
Adams, N. L.	Education Assistant	08/20/2011	Four Seasons A+
Roy, M. J.	Education Assistant	06/16/2011	Focus Beyond (Gr 7-Adult)
Samuel, J.	Education Assistant	06/16/2011	Museum Magnet Elementary
Sangiovanni, S. B.	Education Assistant	06/15/2011	Wellstone Elementary
Saw, K. S.	Education Assistant	06/16/2011	Como Park Senior High
Thao, C.	Education Assistant	06/15/2011	Ramsey Junior High
Wardell, A. L.	Education Assistant	08/20/2011	St Anthony Park
Wardlaw, M. S.	Education Assistant	08/27/2011	Eastern Heights
Baltus, M. G.	Teaching Assistant	06/15/2011	Expo for Excellence
Barnett, K. C.	Teaching Assistant	06/15/2011	Humboldt Secondary
Bell, N. K.	Teaching Assistant	06/15/2011	Rondo Education Center
Christenson, S. M.	Teaching Assistant	06/15/2011	Horace Mann School
Dunn, C. W.	Teaching Assistant	06/15/2011	JJ Hill Montessori
Franklin, L. K.	Teaching Assistant	06/15/2011	Obama Service Learning
Lo, C.	Teaching Assistant	06/15/2011	Jackson Preparatory
Mensen, C. J.	Teaching Assistant	06/09/2011	Bridge View
Morrissey, M. S.	Teaching Assistant	06/15/2011	JJ Hill Montessori
Olsson, L. J.	Teaching Assistant	06/15/2011	Bruce F Vento Elementary
Sherman, J. M.	Teaching Assistant	06/15/2011	JJ Hill Montessori
Voss, N. R.	Teaching Assistant	08/06/2011	Murray Junior High
Fauth, S. K.	Clerical	08/16/2011	No Assigned Bldg - Misc
Gallup, K. M.	Clerical	08/01/2011	No Assigned Bldg - Misc
Theisen, J. M.	Clerical	06/18/2011	Expo for Excellence



**HUMAN RESOURCE TRANSACTIONS**  
**September 20, 2011**

**RESIGNATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Hrbacek, J. E.	Nutrition Services Personnel	06/15/2011	Murray Junior High
Osho, O. O.	Nutrition Services Personnel	06/15/2011	Humboldt Secondary
Sadek, B.	Nutrition Services Personnel	06/15/2011	Highwood Hills
Wegele, E. M.	Professional Employee	08/04/2011	Colborne Admin Offices
Washington, M. M.	School Bus Driver	09/02/2011	Colborne Admin Offices
Running, M. P.	Supervisory	08/27/2011	Colborne Admin Offices

**TERMINATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Berg, T.	Classroom Teacher	06/16/2011	Obama Service Learning
Yang, Y.	School Bus Driver	08/11/2011	Colborne Admin Offices

**DISCHARGE**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>
C., I. W.	School/Community Professional	06/16/2011

**RECISION OF DISCHARGE**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>
B., M. T.	Custodian	03/25/2011

**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>
Lijewski, M. B.	Classroom Teacher	06/12/2012	Central Senior High
Zhou, H.	Classroom Teacher	06/12/2012	Benjamin Mays Int'l

**LAYOFF**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Landowski, R.	Education Assistant	06/15/2011	Frost Lake Magnet
Lee, X.	Education Assistant	06/15/2011	Homecroft Building
Perez, N.	Education Assistant	06/15/2011	Homecroft Building
Ripka, K.	Education Assistant	06/15/2011	Central Senior High
Schneider, S. J.	Education Assistant	06/15/2011	Journey's Secondary School
Thao, C.	Education Assistant	06/15/2011	Ramsey Junior High

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

**DATE:** August 20, 2011

**TOPIC:** Request for Permission to Submit a Grant Application to the Richard M. Schulze Family Foundation.

**A. PERTINENT FACTS:**

1. The Schulze Foundation is currently accepting applications for transformational projects.
2. SPPS, in collaboration with the Amherst H. Wilder Foundation, has prepared an application that will export the key elements of Achievement Plus to two schools in the Saint Paul Promise Neighborhood and four schools with similar demographic profiles – a total of six additional schools. The Achievement Plus model aims to increase student achievement through academic rigor and learning supports that include stability and wellness outcomes for students, their families and the community.

SPPS is requesting approximately \$10,400,000 over five years to accomplish the aforementioned goals. Amherst H. Wilder Foundation will serve as the fiscal agent for this project.

3. This project will meet the District target area goals by ensuring achievement, alignment, and sustainability.
4. This item is submitted by Andrew Collins, Elementary Assistant Superintendent; Julie Schultz Brown, Director of Marketing, Communications, and Development; and Suzanne Kelly, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit an application to the Richard M. Schulze Family Foundation, to export the key elements of Achievement Plus into six additional schools beyond the existing three. The project will increase student achievement through academic rigor and learning supports that include stability and wellness outcomes for students, their families and the community. SPPS will partner with the Amherst H. Wilder Foundation for the project; 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:** September 20, 2011

**TOPIC:** Approval to Enter into a Collaborative Grant Agreement with the Amherst H. Wilder Foundation

**A. PERTINENT FACTS:**

1. Special Education wishes to enter into an agreement with the Amherst H. Wilder Foundation for the 2011-2012 school year to assist with the following programs:
  - Mental health services and consultation to support and strengthen existing services to student families and staff relating to learners with special needs.
  - Support for a school-based service, Project Kofi, for at-risk African American male students in grades three through six attending Rondo Education Center, Maxfield Elementary School, Galtier Elementary School, Dayton's Bluff Elementary School, Jackson Preparatory Magnet, Michelle and Barack Obama Elementary School and Linwood Monroe Arts Plus School. Kofi Services was developed in collaboration with Ramsey County Human Services, the Saint Paul Public Schools District and the Wilder Foundation.
  - An ADHD (Attention-Deficit Hyperactivity Disorder) and Mental Health Assessment component.
  - Hlub Zoo Program at Jackson Preparatory Magnet, a culturally specific, school-based mental health program for Hmong girls.
2. The services of this agreement will meet the District target area goals of ensuring high academic achievement for all students and aligning relationships with community and families.
3. The total cost of this agreement is \$504,231. The funding is made up of an Amherst H. Wilder Foundation grant of \$276,272 and \$227,959 earned in Special Education reimbursement, subject to state funding pattern pursuant to this agreement.
4. This item is submitted by Elizabeth Keenan, Executive Director of Special Education; and Kate Wilcox-Harris, Chief Academic Officer.

**B. RECOMMENDATIONS:**

1. That the Board of Education enter into a collaborative grant agreement with the Amherst H. Wilder Foundation to provide Special Education services for the 2011-2012 school year.
2. That a fully financed budget be established in the amount of \$504,231 for purposes of this agreement. The funding is made up of an Amherst H. Wilder Foundation grant of \$276,272 and \$227,959 earned in Special Education reimbursement, subject to state funding pattern pursuant to this agreement.

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

**DATE:** September 20, 2011

**TOPIC:** Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) Computer Adaptive Test (RATIFICATION)

**A. PERTINENT FACTS:**

1. The Research, Evaluation, and Assessment (REA) Department in cooperation with The Chief Accountability Officer uses the Measures of Academic Progress (MAP) Computer Adaptive Test district-wide during the 2011-2012 school year. The assessment is administered in grades 3-9 and in some special sites above grade 9.
2. The NWEA/MAP is a computer adaptive achievement test in mathematics, reading, and language usage with science as an option (for additional cost) that provides on-line and printable results within one working day of test completion. The MAP is aligned to Minnesota content standards. The MAP was administered district-wide during the 2010-2011 school year. The district will administer the test district-wide during the 2011-2012 school year.
3. In order to allow SPPS students to take the MAP Computer Adaptive Assessment in mathematics and reading beginning September 12<sup>th</sup> and during the 2011-2012 school year, the Administration proceeded with licenses not to exceed \$280,250.00. Actual cost of testing will be determined by the number of students assessed. The cost per student is \$12.50 and final costs are determined by the number of test sessions.
4. This purchase has been reviewed by Bradley Miller, Purchasing Manager.
5. Funding will be provided through the Research, Evaluation and Assessment Department.
6. This item affects student performance by accelerating the path to excellence, ensuring high academic achievement for ALL students and raising expectations for accountability. The assessment will produce benchmark data that allows school staff to know if each student is making progress toward achieving state standards.
7. This item is submitted by Evelyn Belton-Kocher Director, Research Evaluation and Assessment, Michelle Walker, Chief Accountability Officer.

**B. RECOMMENDATION:**

That the Board of Education ratify the Administration's action of authorizing an order to Northwest Evaluation Association for licensing and assessment costs not to exceed \$280,250.00 for fiscal year 2011-2012.

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

**DATE:** September 20, 2011

**TOPIC:** Playworks Partnership Contract

**A. PERTINENT FACTS:**

1. The Office of the Superintendent request permission to enter into a contract with Playworks to provide each school listed below with one Program Coordinator to improve the health and well-being of children.
2. The goal of this effort is to provide these schools a high quality, multifaceted program to increase opportunities for physical activity and safe, meaningful play during the school day and after school. The program has four key components: Recess, Class Game Time, Junior Coach Program and Out-of-School Programming.
3. Playworks is a non-profit, public benefit corporation organized and operated exclusively for charitable purposes within the meaning of section 501(c)(3) of the Internal Revenue Code.
4. The total cost for this agreement will not exceed 25,500 for each school for the time period of August 1, 2011 through June 30, 2012. Funding for this agreement will be paid from the following budgets: #19-488-291-000-6305-0000, #01-552-203-000-6305-0000, #21-452-203-317-6305-0000, #01-530-203-000-6305-0000, #01-422-203-000-6305-0000, #01-551-203-000-6305-0000, #21-524-203-317-6305-0000.
5. This project will meet the District target area goals of achievement and alignment.
6. This item is submitted by – Jayne Ropella, Principal The Heights Community School; Angelica Van Iperen, Principal Paul & Sheila Wellstone; Billy Chan, Principal Eastern Heights; Mary Weyandt, Principal American Indian Magnet/World Cultures; Howard Wilson, Principal Battle Creek Elementary; Al Levin, Principal Riverview; Nancy Stachel, Principal Maxfield; and Andrew Collins, Elementary Assistant Superintendent.

**B. RECOMMENDATION:**

That the Board of Education authorizes the Superintendent (designee) to enter into a contract with Playworks to provide each school listed above with one Program Coordinator to improve the health and well-being of children.

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

**DATE:** September 20, 2011

**TOPIC:** Proposed Discharge of Tenured Teacher

**A. PERTINENT FACTS:**

1. Charges were filed with the Clerk of the Board against Tenured Teacher on September 9, 2011.
2. The Charges propose that Tenured Teacher be discharged pursuant to the Teacher Tenure Act.
3. This item meets the District's target area goal of raising expectations for accountability.
4. This item is submitted by Nancy L. Cameron, Deputy General Counsel; Andrew Collins, Elementary Assistant Superintendent; Michael Kremer, Chief of Schools; and Valeria Silva, Superintendent.

**B. RECOMMENDATION:**

That the Board of Education

1. Accept the filing of the Charges proposing to discharge Tenured Teacher for the grounds alleged in the Charges.
2. Suspend Tenured Teacher without pay, beginning September 21, 2011, pending the conclusion of teacher termination proceedings.
3. Direct the Assistant Clerk of the Board of Education to serve Tenured Teacher with a copy of the Charges filed with the Clerk on September 9, 2011, and give notice to Tenured Teacher of the teacher's rights to a hearing or arbitration under the Teacher Tenure Act.
4. Authorize the District's legal counsel to select a hearing officer or an arbitrator, as applicable, if Tenured Teacher requests a hearing.

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

**DATE:** September 20, 2011

**TOPIC:** Establishment of the Classified Position of Business Intelligence Dashboards/Reports Developer for Independent School District No. 625 and Relevant Terms and Conditions of Employment

**A. PERTINENT FACTS:**

1. The Information Technology Department is requesting the establishment of a new position that will be responsible for professional work in the design, development, testing, maintenance and support of dashboards/reports of a Business Intelligence based enterprise business intelligence solution.
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 Intelligence Dashboards/Reports Developer. The 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 25 within this Agreement. This salary range will remain in place for this title until such time as a successor agreement is reached to the 2010-2011 labor agreement for this unit. The benefits associated with this position will be as provided for other positions within this unit.
3. Funding is available in the legislative resolution.
4. This request supports the district target area goal of sustainability.
5. This request is submitted by Timothy J. Caskey, Executive Director of Human Resources; Ivar Nelson, Director of Information Technology; and Michael Baumann, Chief Business Officer.

**B. RECOMMENDATION:**

That the Board of Education of Independent School District No. 625 approve the establishment of the Business Intelligence Dashboards/Reports Developer job title effective September 20, 2011; that the Board of Education declare the position of Business Intelligence Dashboards/Reports Developer as classified; and that the pay rate be Grade 25 of the Professional Employees Association standard ranges.

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

**DATE:** September 20, 2011

**TOPIC:** Establishment of the Unclassified Position of Print Copy Mail Center Supervisor for Independent School District No. 625 and Relevant Terms and Conditions of Employment

**A. PERTINENT FACTS:**

1. To maintain the Print Copy Mail Center as a viable District department, there is a need for a position to provide leadership for the department. The position will be responsible for planning for the Center as it relates to costing, marketing and customer service. The position will also be responsible for supervising the day-to-day operations of the department, including in-house printing, duplication, visual display production and mailing services and for supervising the employees of the department. A new position responsible for these duties is being requested.
2. The Human Resource Department performed 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, Print Copy Mail Center Supervisor. This title would be within the unit jurisdiction of the Saint Paul Supervisors' Organization unit that represents professional supervisory employees. The appropriate pay rate for this position would be equivalent to Grade 9 within this Agreement. This salary range will remain in place for this title until such time as a successor agreement is reached to the 2010-2011 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 an unclassified position.
3. The funds for this position are available in the Nutrition and Custodial Services budget.
4. This request supports the District's goal of aligning resource allocations to District priorities.
5. This request is submitted by Timothy J. Caskey, Executive Director of Human Resources; Jean Ronnei, Director of Nutrition and Custodial Services; and Michael Baumann, Chief Business Officer.

**B. RECOMMENDATION:**

That the Board of Education of Independent School District No. 625 approve the establishment of the Print Copy Mail Center Supervisor classification effective September 20, 2011; that the Board of Education declare the position of Print Copy Mail Center Supervisor as unclassified; and that the pay rate be Grade 9 of the Saint Paul Supervisors' Organization standard ranges.



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

**DATE:** September 20, 2011

**TOPIC:** Employee Dental Insurance Annual Renewal

**A. PERTINENT FACTS:**

1. The District provides dental insurance coverage through Delta Dental Plan of Minnesota for approximately 5,000 active employees. This is a self-insured plan. The current cost is approximately \$3,900,000 which includes the employee's portion for family coverage.
2. The District offers employees one dental plan. Current monthly premiums are \$35 for single coverage; \$113 for family coverage.
3. Delta Dental and Hewitt support no plan changes and no rate increase for single and family premiums for calendar year 2012.
4. The District's Benefits Labor Management Committee recommends acceptance of this rate renewal.
5. This item will meet the District target area goal of alignment.
7. This item is submitted by Terri Bopp, Benefits Consultant; Tim Caskey, Executive Director of Human Resources; and Michael Baumann, Chief Business Officer.

**B. RECOMMENDATION:**

That the Board of Education approve the contract for employee dental insurance coverage with Delta Dental Plan of Minnesota effective January 1, 2012, at the proposed renewal rates.

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

**DATE:** September 20, 2011

**TOPIC:** Active Employee and Early Retiree Health Insurance

**A. PERTINENT FACTS:**

1. The School District provides health insurance coverage through HealthPartners for approximately 4,600 active employees and 750 early retirees. The District's current cost is approximately \$52,000,000 for active employees and \$5,900,000 for early retirees.
2. The District currently offers active employees and early retirees three HealthPartners plan options at the following rates:

	<u>Single</u>	<u>Single Plus One</u>	<u>Family</u>
HP Distinctions II	\$704.00	\$1,584.00	\$1,837.00
HP Empower HRA National One	\$614.00	\$1,344.00	\$1,569.00
HP Empower HSA National One	\$453.00	\$1,020.00	\$1,184.00

3. When HealthPartners was awarded the contract for the 2010 plan year, there was a three-year agreement with a rate cap of 9% for plan year 2011 and 9.5% for plan year 2012. HealthPartners has proposed a three year renewal starting January 1, 2012 with a 3% renewal for plan year 2012 and 6% rate caps for plan years 2013 and 2014. The health insurance must be bid again for plan year 2015. AonHewitt has reviewed the claims data and concurs with the 3% renewal. The wellness initiative is included in the renewal with an agreement to increase copays by \$10, deductibles by \$100 and the out-of-pocket maximums in 2012 for employees who do not participate during the 2011 plan year. The following three plans would be offered to active employees and early retirees in 2012 with no plan design changes. Premiums for 2012 are listed below:

	<u>Single</u>	<u>Single Plus One</u>	<u>Family</u>
HP Distinctions II	\$725.00	\$1,631.00	\$1,892.00
HP Empower HRA National One	\$631.00	\$1,382.00	\$1,613.00
HP Empower HSA National One	\$467.00	\$1,051.00	\$1,219.00

4. The District's cost for active employee and early retiree health insurance will increase approximately \$1,737,000 in plan year 2012.
5. The District's Benefits Labor Management Committee approves and recommends acceptance of this renewal contract at the proposed rates.
6. This item will meet the District target area goal of alignment.
7. This item is submitted by Terri Bopp, Benefits Consultant; Timothy Caskey, Executive Director of Human Resources; and Michael Baumann, Chief Business Officer.

**B. RECOMMENDATION:**

That the Board of Education approve a contract for active employee and early retiree health insurance coverage with HealthPartners for plan years 2012 through 2014, effective January 1, 2012, at the proposed premium renewal rates.

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

**DATE:** September 20, 2011

**TOPIC:** Employee Life Insurance Renewal

**A. PERTINENT FACTS:**

1. The School District will enter the second year of a 2-year rate guarantee for employee life insurance starting January 1, 2012 and continuing through December 31, 2012. The current carrier is Minnesota Life Insurance Company.
2. The volume of life insurance coverage for the District is approximately \$268,000,000. The current rate is \$.145 per \$1,000 of coverage.
3. The current total cost to the District for life insurance is approximately \$466,000 per year.
4. Minnesota Life recommends no rate change for 2012.
5. The Benefits Labor Management Committee recommends approval of this rate and continued coverage with Minnesota Life Insurance Company.
6. This agreement will meet the District target area goal of alignment.
7. This item is submitted by Terri Bopp, Benefits Consultant; Tim Caskey, Executive Director of Human Resources; and Michael Baumann, Chief Business Officer.

**B. RECOMMENDATION:**

That the Board of Education approve the contract for employee life insurance with Minnesota Life with no change in premium renewal rates.

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

**DATE:** September 20, 2011

**TOPIC:** Employee Long-Term Disability Insurance

**A. PERTINENT FACTS:**

1. The School District is in the last year of a three-year rate guarantee for employee long-term disability insurance lasting through December 31, 2011. The current carrier is Hartford.
2. The covered payroll for the District is approximately \$22,360,000. The current rate is \$.27 per month per \$100 of covered payroll.
3. The current total annual cost to the District for long-term disability insurance is approximately \$720,000.
4. Claims are running at approximately 190% loss ratio resulting in a proposed rate increase to .415% of insured earnings for 2012 plan year (54% increase).
5. The Benefits Labor Management Committee recommends acceptance of this renewal with Hartford with the rate increase.
6. This item will meet the District target area goal of alignment.
7. This item is submitted by Terri Bopp, Benefits Consultant; Tim Caskey, Executive Director of Human Resources; and Michael Baumann, Chief Business Officer.

**B. RECOMMENDATION:**

That the Board of Education continue the District's employee long-term disability contract with Hartford for calendar year 2012 at a monthly cost of \$.415 per \$100 of annual salary. The estimated cost of this contract for the calendar year of 2012 is \$1,108,000. .

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

**DATE:** September 20, 2011

**TOPIC:** Employee Short-Term Disability Insurance Annual Renewal

**A. PERTINENT FACTS:**

1. The School District provides short-term disability insurance coverage for approximately 26 administrators. The District's current cost is approximately \$14,000 annually. The District also offers optional employee paid short-term disability coverage to all regular employees who work 20 or more hours per week.
2. The District purchases this coverage from Assurant. The current premium is \$.34 per \$10 of weekly benefits.
3. Assurant is proposing no rate increase for calendar year 2012.
4. The District's Benefits Labor Management Committee recommends acceptance of this rate renewal.
5. This item will meet the District target area goal of alignment.
6. This item is submitted by Terri Bopp, Benefits Consultant; Tim Caskey, Executive Director of Human Resources; and Michael Baumann, Chief Business Officer.

**B. RECOMMENDATION:**

That the Board of Education approve the contract for employee short-term disability coverage with Assurant with no change in premium renewal rates.

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

**DATE:** September 20, 2011

**TOPIC:** Establishing Rates of Pay for Temporary Hourly Language Interpreters

**A. PERTINENT FACTS:**

1. Saint Paul Public Schools employs temporary hourly Language Interpreters for a variety of district and school meetings and functions. These interpreting services contribute significantly to family and community involvement.
2. The hourly rates of pay was last adjusted in 1999. Market conditions warrant an increase at this time as it is difficult to hire staff to do this work at the present hourly salary rates.
3. This request will support the District target area goal of achievement and alignment.
4. This request is submitted by Timothy J. Caskey, Executive Director of Human Resources; Julie Schultz-Brown, Director of Communications, Marketing and Development; Elizabeth Keenan, Executive Director of Special Education and Support Services; and Michael Baumann, Chief Business Officer.

**B. RECOMMENDATION:**

1. That the Board of Education approve increasing the hourly salary rates of pay effective September 20, 2011 for individuals employed on a temporary basis as Temporary Hourly Language Interpreters:

High Incident Languages	\$22.00 Per Hour
Low Incident Languages	\$27.00 Per Hour
Special Education (All Languages)	\$27.00 Per Hour

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

**Proposed Policy:**

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**Proposed Policy Revision:**

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**903.00     DANGEROUS WEAPONS, FIREARMS**

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<b>First Reading</b>	<u><b>August 16, 2011</b></u>
<b>Second Reading</b>	<u><b>September 23, 2011</b></u>
<b>Third Reading</b>	<u></u>

**COMMENTS:**

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



Adopted: 9/10/2001  
Revised: 6/17/2008

*Saint Paul Public Schools Policy*

903.00

**903.00 DANGEROUS WEAPONS, FIREARMS**

1. No person shall possess, carry, use, keep, store or distribute a dangerous weapon, firearm, or pistol when in a school location. The school district will take appropriate action against any person who violates this policy. Appropriate action includes, but is not limited to, ordering the person to leave the school location, notification of the police, and disciplinary action.
2. A school administrator must refer to the police any student who brings a firearm to school unlawfully. The school board must expel a student for a period of at least one year who is determined to have brought a firearm, as defined by federal law, to school. The school board may modify this requirement on a case-by-case basis.

**DEFINITIONS**

1. "Dangerous weapon" means
  - Any firearm, whether loaded or unloaded
  - Any device or instrument designed as a weapon and capable of producing death or great bodily
  - Any device modified so that it may be used as a weapon and capable of producing death or great bodily harm
  - Any combustible or flammable liquid or other device or instrumentality that, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm
  - Any fire that is used to produce death or great bodily harm
  - Any replica firearm, BB gun, or pellet gun.
2. A "firearm" includes a device designed to be used as a weapon, from which is expelled a projectile by the force of explosion or force of combustion.
3. "School Location" includes any school district building or grounds, whether leased, rented, owned or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or departure from school premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the school district.
4. "Possess" includes having a dangerous weapon on one's person or in an area subject to one's control in a school location.

**EXCEPTIONS**

1. This policy does not apply to:
  - An active licensed peace officer
  - Security personnel acting within the course and scope of authority granted by the School District
  - A person with written permission of the Superintendent (designee).
  - A non-student or non-employee authorized to carry a pistol under Minn. Stat. § 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of

directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle; or

- A non-student or non-employee who keeps or stores in a motor vehicle pistols in accordance with Minn. Stat. §§ 624.714 or 624.715 or other firearms in accordance with § 97B.045.
- Facsimile/non-functional drill weapons for Junior Reserve Officer Training Corps (JROTC), used, stored and handled in accordance with approved procedures

#### **LEGAL REFERENCES:**

Minn. Stat. § 97B.045 (Transportation of Firearms)  
Minn. Stat. § 121A.05 (Referral to Police)  
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)  
Minn. Stat. § 609.02 (Definitions of Dangerous Weapon and Great Bodily Harm)  
Minn. Stat. § 609.605 (Trespass)  
Minn. Stat. § 609.66, subd. 1(d) (Dangerous Weapons on School Property)  
Minn. Stat. § 609.666 (Firearms)  
Minn. Stat. § 624.714 (Carrying of Weapons without Permit; Penalties)  
Minn. Stat. § 624.715 (Exemptions; Antiques and Ornaments)  
18 U.S.C. § 921 (Definition of Firearm)  
18 U.S.C. § 930(g)(2) (Definition of Dangerous Weapon)  
Saint Paul Code §§ 225.01 and 225.03

#### **CROSS REFERENCES:**

**Board of Education Meetings**

(5:45 unless otherwise noted)

- October 18 – Special Closed Meeting – Labor Negotiations (4:30 p.m.)
- October 18
- November 15 – Special Closed Meeting – Labor Negotiations (4:30 p.m.)
- November 15
- November 29 – Special (Levy Hearing) (6:00 p.m.)
- December 7 – Special Closed Meeting – Superintendent Evaluation (3:00 p.m.)
- December 7 – Special Closed Meeting – Labor Negotiations (5:30 p.m.)
- December 13
- January 10, 2012 -- SPPS Annual Meeting (4:30 p.m.)
- January 17
- February 21
- March 20
- April 17
- May 15
- June 5 – Special (Non-Renewals) 4:00 p.m.
- June 19
- July 17
- August 21

### **Committee of the Board Meetings**

(4:30 unless otherwise noted)

- August 23
- September 13
- October 4
- November 1
- November 29
- December 6
- January 10, 2012 -- 5:00 p.m.
- January 31
- March 6
- April 3
- May 1
- June 12
- July 17
- July 31