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

May 2, 2017
4:30 PM

A G E N D A

I. **CALL TO ORDER**

   A. Introductions

II. **AGENDA**

   A. Budget Update - School & Program Allocation

      1. Introduction

      2. Presentation   3

      3. Discussion

      4. Action (TBD)

   B. Summer School Update

      1. Introduction

      2. Presentation   16

      3. Discussion

      4. Action (None Required)

   C. New Employee Onboarding

      1. Introduction

      2. Presentation   24

      3. Discussion

      4. Action (None Required)

   D. Standing Item: SEAB Report

   E. Standing Item: FMP Update   38

      1. Where We Are

      2. Construction - RiverEast

   F. Standing Item: Policy Update

   G. Standing Item: SSSC 2.0 Update

H. Work Session

1. Administrative Response to American Indian Resolution of Non-Concurrence

2. FY 18 Board of Education Budget

3. School Choice/Enrollment

III. **ADJOURNMENT**

FY 2017-2018 General Fund Budget Update Committee of the Board Meeting

May 2, 2017

Marie Schrul, Chief Financial Officer

Purpose

- To provide an update on the FY2017-18 General Fund budget to the Committee of the Board

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Agenda

- FY 2017-18 General Fund budget update
- School & Program budget update
- HR Staffing Impact update
- Budget Adoption calendar

FY 2017-18 General Fund Preliminary Big Picture

	FY17 Adopted (in millions)	FY18 Preliminary (in millions)	Difference
Revenue (current law)	$518.2	$514.2	($4.0)
Use of Fund Balance	0	0	0
Expenditures	518.2	541.5	(23.3)
Balance	$0	($27.3)	

FY 2017-18 General Fund
Factors Impacting Projected Shortfall

Item	Amt $
Inflationary impact of "rolling over" FY 2016-17 budget "as is" without any changes	($23.3)
Net revenue decrease due to enrollment & Compensatory Education	(4.0)
Total Projected Shortfall*	**($27.3)**
BOE Action 4/25/17: Restored $4.0 million of funding to Schools: $3.2 m (80%), Programs $0.8 m (20%) Revenue projection will be based upon 1.25% formula increase	$4.0
Revised Projected Shortfall as of 4/25/17	**($23.3)**

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FY18 Proposed General Fund
Big Picture – Expenditures

Area	FY17 Adopted	FY18 Proposed	Change	Percent Change
Schools	$249,112,891	$245,798,889	(3,314,002)	(1.3%)
School Service Support	177,194,030	179,516,141	2,322,111	1.3%
Districtwide Support	88,237,474	90,077,956	1,840,482	2.0%
Administration	3,636,045	3,533,366	(102,679)	(2.8%)
Total	$518,180,440	$518,926,352	745,912	

*FY18 proposed amounts as of 4/28/17

FY 2017-18 School & Program Allocations (Report Handouts)

- FY18 School Allocation Summary

- FY18 School FTE Comparison Report

- FY18 vs FY17 School Allocations Report

- FY18 Program Summary Report

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FY 2017-18 Recommendations to Address Projected Shortfall

Programs	Sites
Reduced Inflationary allocations $5.1 million	Eliminate 1x only FY17 allocations of $85/per pupil & SSSC 2.0 program additions $2.0 million
Enrollment related service/staffing reductions estimated $3-4 million	Enrollment related service/staffing reductions TBD – legislative allocations will decrease impact
Vacant positions, staff attrition/retirements, negotiated contracts TBD	Vacant positions, staff attrition/retirements, negotiated contracts TBD
Targeted & 2% reductions $0.7 million	

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FY 2017-18 School & Program Human Resources Staffing Impacts

- FY18 Human Resources Staffing Impact Update by Executive Director, Laurin Cathey

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FY 2017-18
Budget Adoption Calendar

Date	Description
January 18, 2017	St Paul Public Schools Budget & Finance Advisory Committee Meeting (budget presentation and discussion and listening)
January 24, 2017	Presentation of FY18 Budget Guidelines & Preliminary FY18 General Fund budget at the Committee of the Board meeting
February 1, 2017	St Paul Public Schools Budget & Finance Advisory Committee Meeting (SPTF presentation and discussion and listening)
February 7, 2017	Presentation of Preliminary FY18 General Fund budget at the Committee of the Board meeting
February 21, 2017	Presentation of Preliminary FY18 General Fund Budget at the Board of Education meeting
March 1, 2017	St Paul Public Schools Budget & Finance Advisory Committee Meeting (budget presentation and discussion and listening)
March 1, 2017	REA Office provides final FY18 enrollment projections

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FY 2017-18
Budget Adoption Calendar

Date	Description
March 7, 2017	Presentation of Preliminary FY18 General Fund budget at the Committee of the Board meeting
March 8, 2017	Presentation of Preliminary FY18 Budget to Principals
March 21, 2017	Presentation of Preliminary FY18 General Fund budget at the Board of the Board meeting
March 31, 2017	Distribute school allocations
March 27- April 21, 2017	Joint budget & staffing meetings (Principals, Human Resources & Finance)
March – June 2017	Community review and input
April 11, 2017	Update Committee of the Board on FY18 General Fund Budget and State demographer's report on future population trends
April 14, 2017	Distribute General Fund program allocations

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FY 2017-18
Budget Adoption Calendar

Date	Description
April 24, 2017	School budgets returned Program budgets returned (no later than Apr 28) HR Staffing worksheets due
April 25, 2017	Presentation to the Board of Education on the FY18 General Fund budget and school & program budget updates
May 2, 2017	Update to the Committee of the Board of Education on FY18 General Fund budget
May 4, 2017	Bond rating calls that will determine District's bond rating
May 16, 2017	Presentation to the Board of Education on the FY18 General Fund budget
June 13, 2017	FY 2017-18 Budget presentation to the Committee of the Board
June 20, 2017	FY 2017-18 Budget adopted by Board of Education

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Questions?

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2017 Summer Term Update

SPPS Committee of the Board Meeting - May 2, 2017
Jon Peterson, Executive Director, College and Career Readiness
Elizabeth Putnam, Teacher on Special Assignment
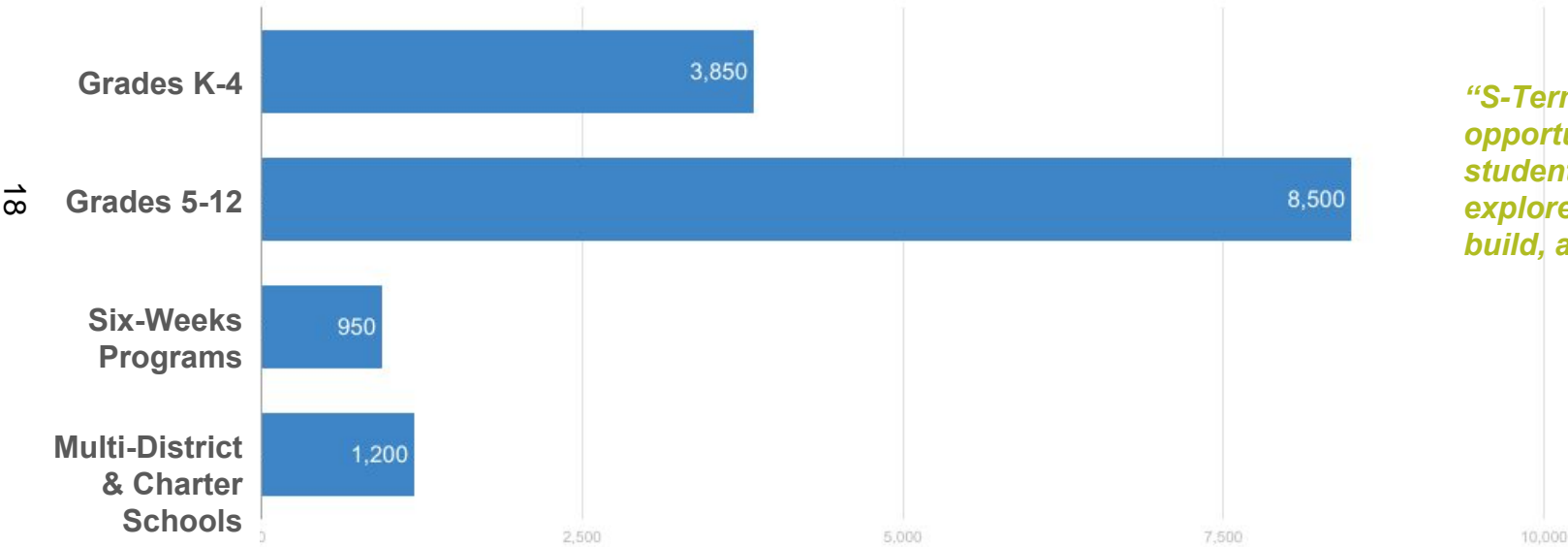Department of Alternative Education

Summer Term (S-Term) Goals

- Prevent summer learning loss
- Focused alternative learning
- Credit recovery
- On track to high school graduation

95% of Teacher/Administrative Survey Participants "agreed" or "strongly agreed" students benefited academically from attending S-Term 2016.

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S-Term Projected Enrollment

Total projected enrollment: 14,500

Category	Enrollment
Grades K-4	3,850
Grades 5-12	8,500
Six-Weeks Programs	950
Multi-District & Charter Schools	1,200

"S-Term is an opportunity for students to actively explore, create, build, and design."

Grades K- 4 Elementary

- **Projected Enrollment:** 3,850

- **Locations:** Benjamin E. Mays, Hazel Park, John A. Johnson, Chelsea Heights, Dayton's Bluff, EXPO, Mississippi Creative Arts, Riverview

- **Features:**
  - Core academics (math and literacy)
  - Movement/Yoga
  - Health
  - Economics
  - Social emotional skill building
  - STEM applied academics

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Grades 5-12 Secondary

- **Projected Enrollment:** 8,500

- **Locations:** Central (1,300), Harding, Gordon Parks, LEAP and Washington (5,800), Saint Paul College (1,400)

- **Features:**
  - Core academics (math and literacy)
  - Transition to middle school and art (grade 5)
  - Leadership and agriculture (grade 6)
  - Why Try and Robotics (grade 7)
  - Leadership and transition to high school (grade 8)
  - Credit recovery (grades 9-12)
  - Online learning (ages 16+)
  - Writer's Institute (for levels 2 and 3 ELL students)

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Six-Week Programs

- **Projected Enrollment:** 950

- **Programs**
  - CDF Freedom Schools (650 - grades K-8)
  - BELL Power Scholars (150 - grades K-4)
  - Hmong Karen Youth Pride Program (150 - grades K-4)

- **Features**
  - Core academics (math and literacy)
  - Culturally affirming curriculum and development of leadership, pride and persistence

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Multi-District and Charter Schools

- **Projected Enrollment:** 1,200

- **Programs**
  - Camp Teranga with Arts Us (125 - grades K-8)
  - Native American Program (75 - grades 1-5)
  - National Youth Sports Program (300 - grades K-11)
  - Belwin Outdoor Science Program (100 - grades 1-5)
  - Multiple Charter School Sites (600 - grades K-12)

- **Features**
  - Core academics (math and literacy)
  - Cultural awareness, science and athletics

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Quality S-Term Programming for SPPS Students

- Districtwide departmental collaboration
- Security badges for S-Term 2017 employees
- Emergency operation plan (EOP)
- Website promoting on-line registration
- Accessible technology for teachers
- Strong partnerships with community-based organizations

Our Mission: SPPS Summer Term provides focused, alternative learning opportunities so students can experience educational success and graduate to something great.

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SPPS Premier Onboarding

Why SPPS Premier Onboarding?

Create and implement a systematic, effective, informative, engaging and collaborative year round SPPS Onboarding.

- **HR's Mission:** Lead as a strategic business partner to meet the district's evolving workforce needs.

- **HR's Vision:** SPPS is a national destination employer, that collaboratively recruits, employs and retains top talent. We foster a culture of achievement and success, where **proud employees** build pathways that ensure exceptional outcomes for all students.

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Prezi

ONLINE?

Have we considered online? What's the value of an onboarding?

- We implemented an Moodle Online Training
- No accountability/no measurements
- Lacked colloboration with Districtwide stakeholders
- Not all staff had access to a computer
- Missing the SPPS "family"; "welcomeness"
- New hires missed their 30 days benefits eligibility

"The first 90 days are the right time to introduce hires to new colleagues, share with them your expectations, and help them to understand the specific values your company espouses." Forbes, May 2015.

According to SHRM, providing an human element to the onboarding process have been more successful.
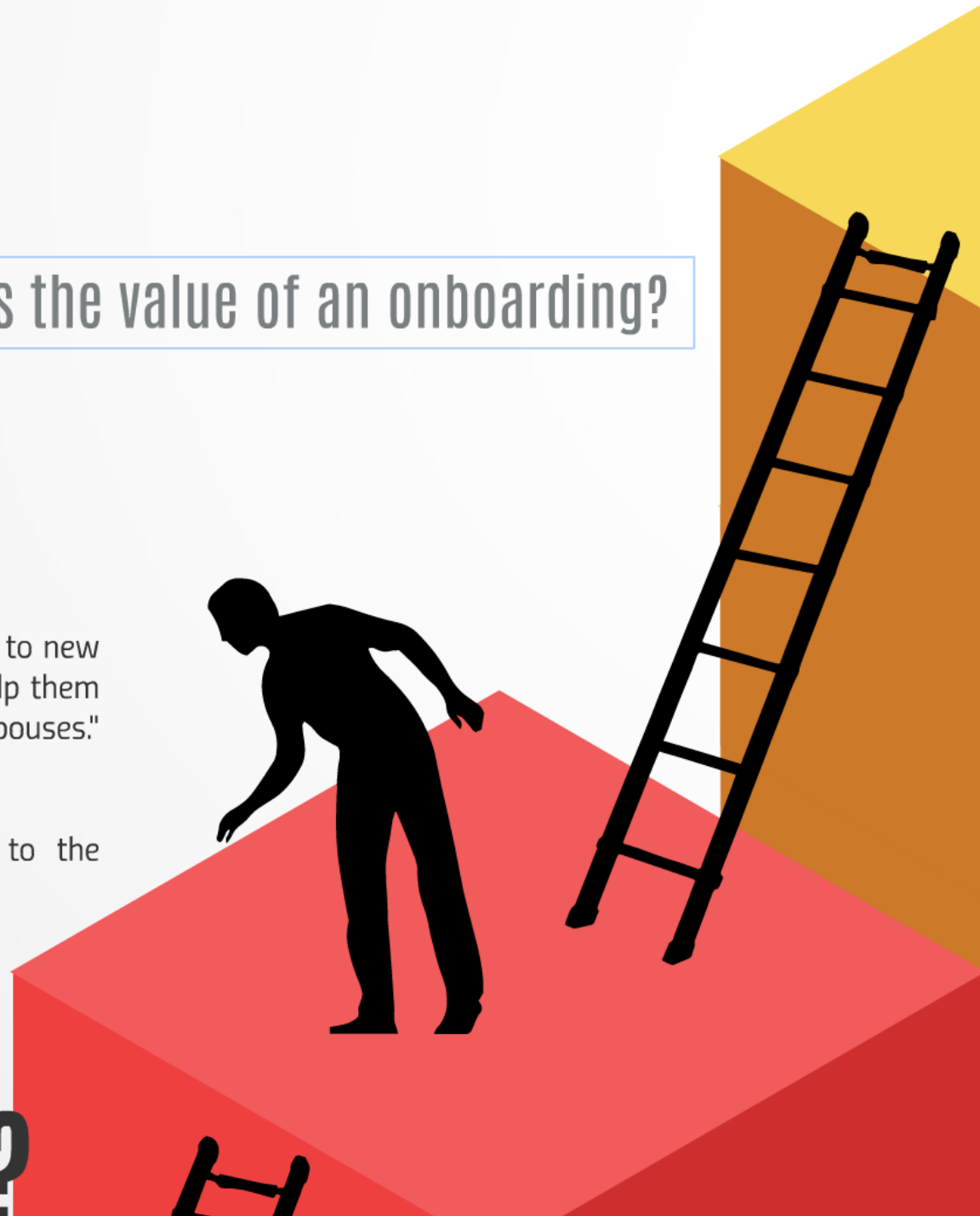
er Onboarding?

What is covered?

- HR's support (benefits)
- **Technology Services (AD)**
- **Badge**
- District Policies
  - Staff's Section 4
  - Technology 520
  - Tobbaco Free 414 (E-Cigs)
  - Social Medial 426 (8/23/16)
  - Immigration & Customs Enforcement (You Belong Here)
- Mandated Reporting
- **Office of Equity**
  - Racial Equity
  - Gender Inculsion
- **Office of Teaching & Learning**
- Orginzation chart
- Anti Bullying PD
- **SPPS Bus Tour of ISD 625**

Prezi

Who attends?

Pre-scheduled Premier Onboarding for:

- Staff who are benefits eligible
- Rehire with more than 5 years break in service
- Any employee promoted into a Teacher assignment

Prezi

Everyone's a winner!

- Clear Expectations
  - mid-year hires
  - discipline for attendances has decreased
- How to navigate SPPS's system
- Equity and Gender Inculsion
- Form relationships / networking
- INCLUSIVE Onboarding for ALL benefits eligible employees

August 2016-April 2017 Survey of r

22 Clericals
24 Educational Assistants
33 Facility Services
31 Nurtiention Services
17 School Community School Profe
196 Teachers
183 Teaching Assistants
34 Others

Prezi

August 2016-April 2017 Survey of new employees:

22 Clericals
24 Educational Assistants
33 Facility Services
31 Nurtiention Services
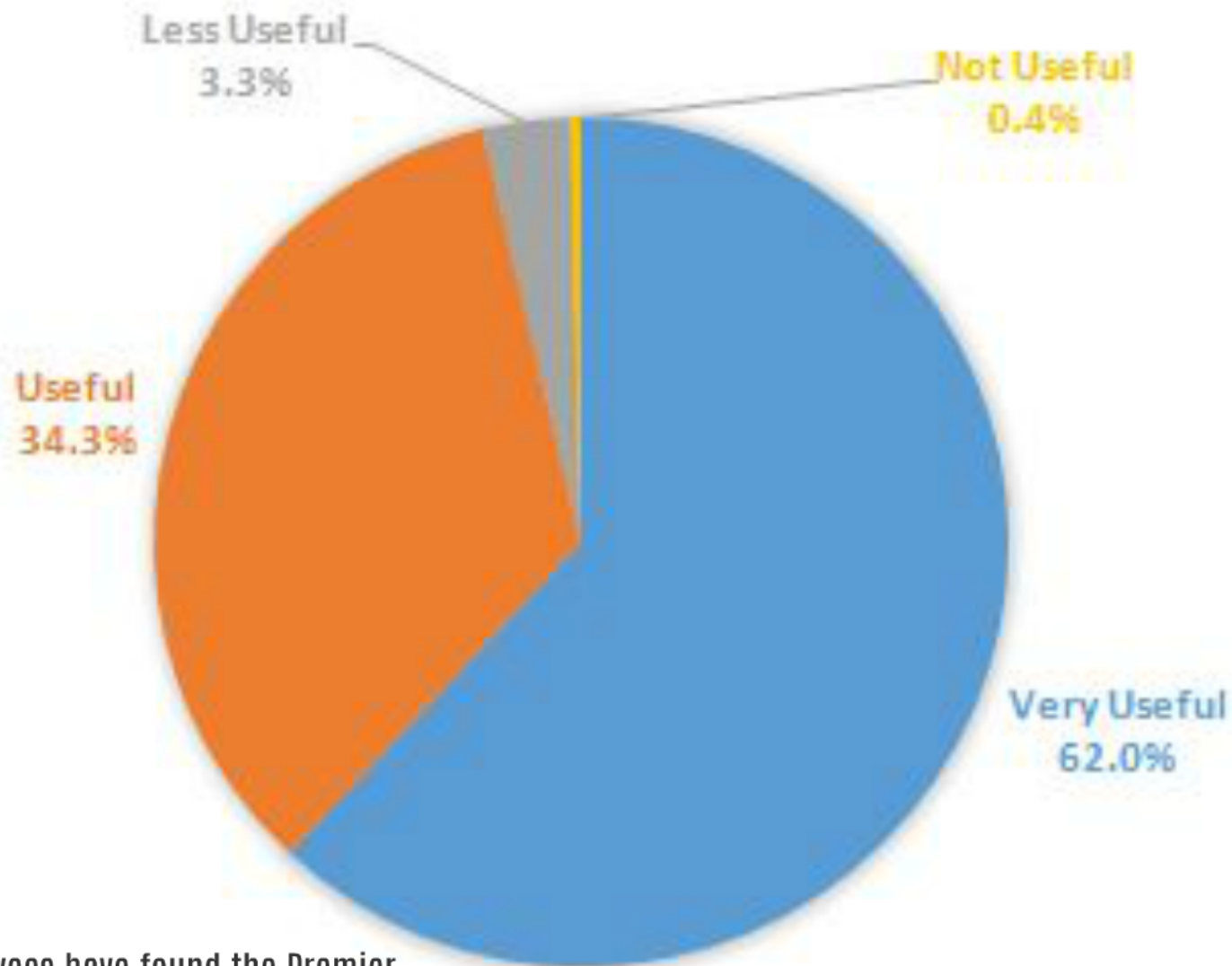17 School Community School Professionals
196 Teachers
183 Teaching Assistants
34 Others

Since August 2016 - April 2017 = 602 out of 712 new employees have attended the onboarding.

DID YOU FIND THIS TRAINING INFORMATIVE?

Chart Area

Less Useful
3.3%

Not Useful
0.4%

Useful
34.3%

Very Useful
62.0%

Over 90% new employees have found the Premier Onboarding training to be beneficial.

WAS THE INFORMATION REGARDING BENEFITS USEFUL?

Less Useful
8.1%

Not Useful
1.6%
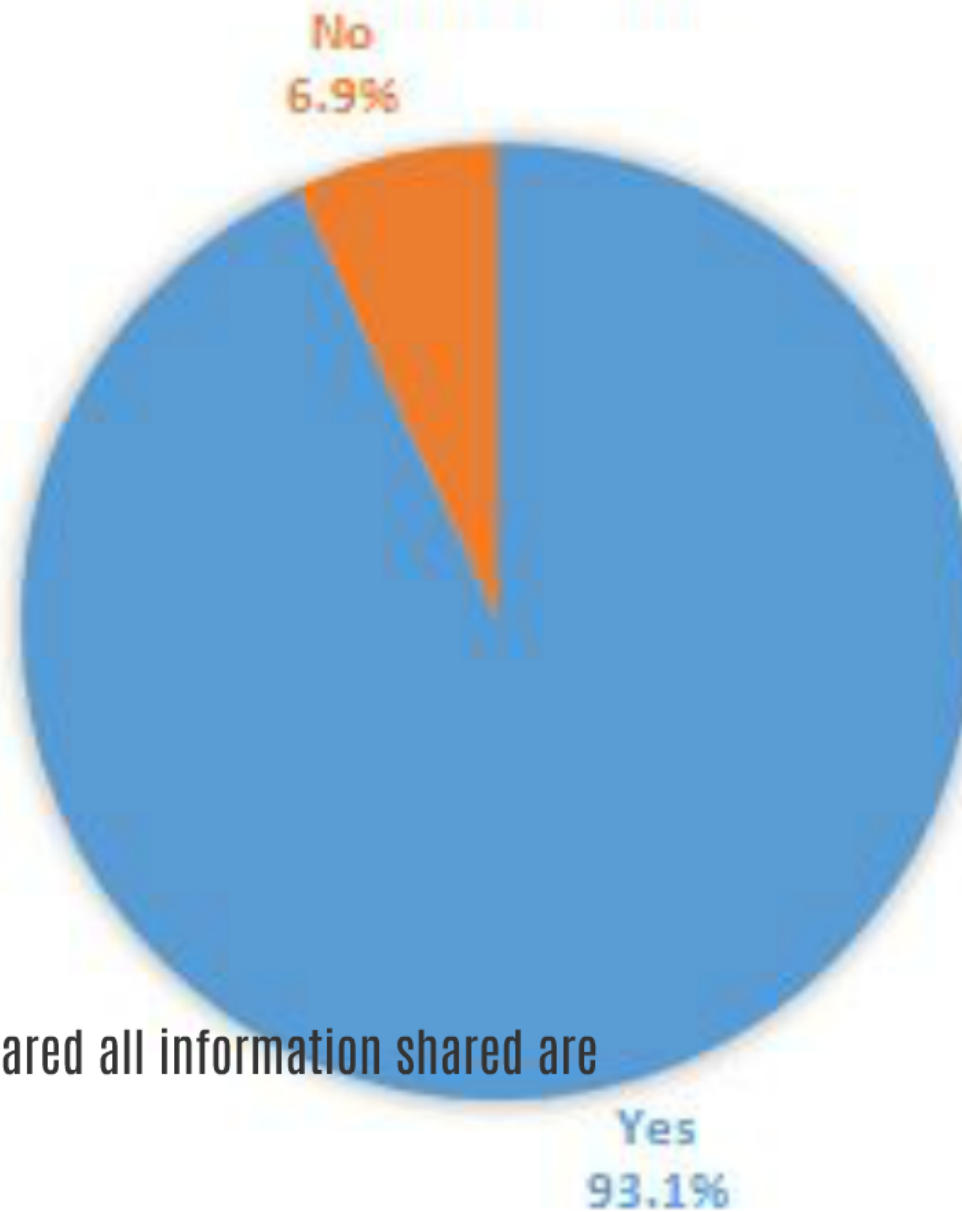
Useful
26.6%

Very Useful
63.8%
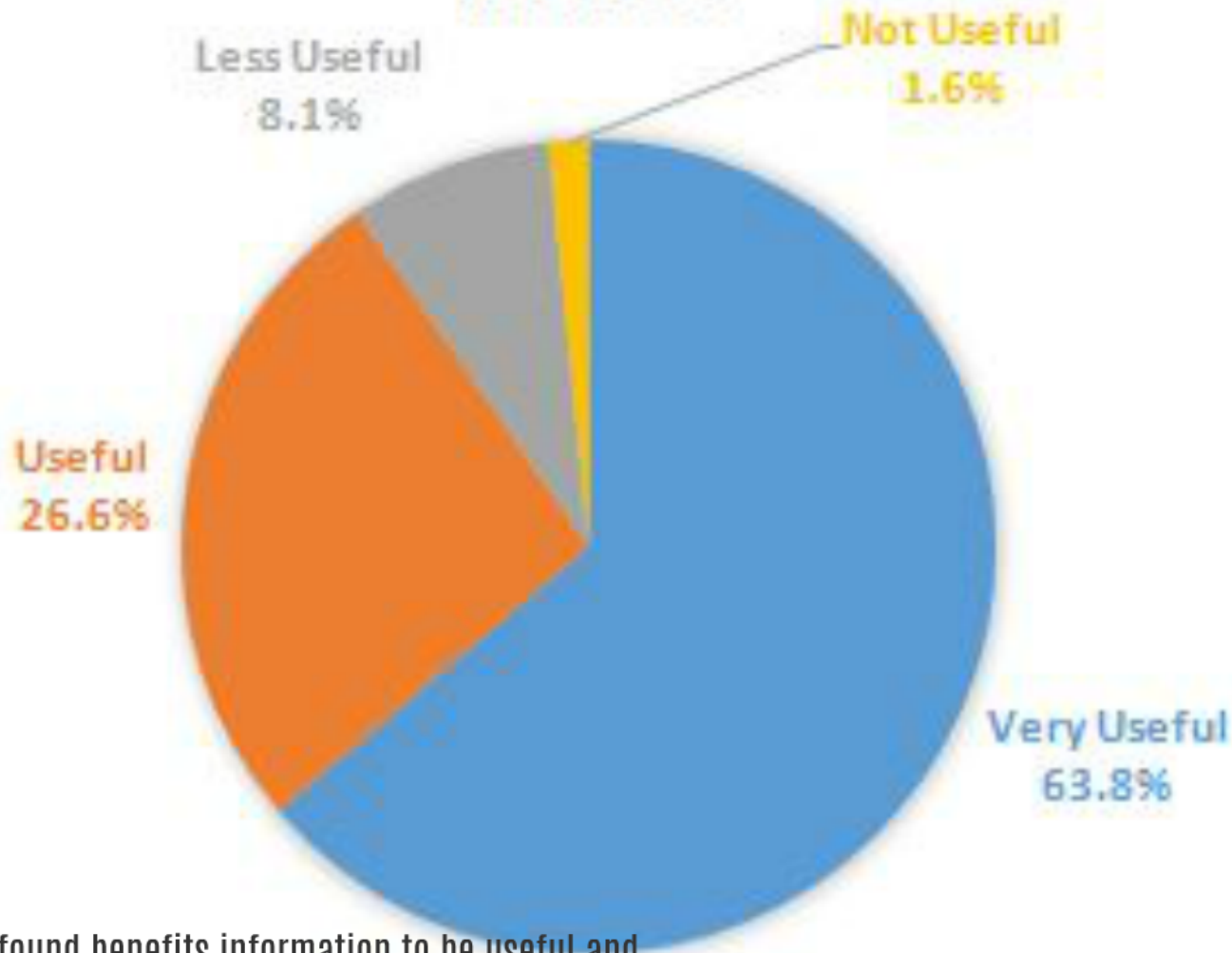
Over 80% new employees found benefits information to be useful and are enrolling in benefits plan in within their 30 days eligibility.

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DID YOU THINK PARTICIPATING IN THE TOUR OF SPPS WAS HELPFUL?

Not Useful 11.8%

Very Useful 31.9%

Less Useful 13.8%

Useful 42.5%
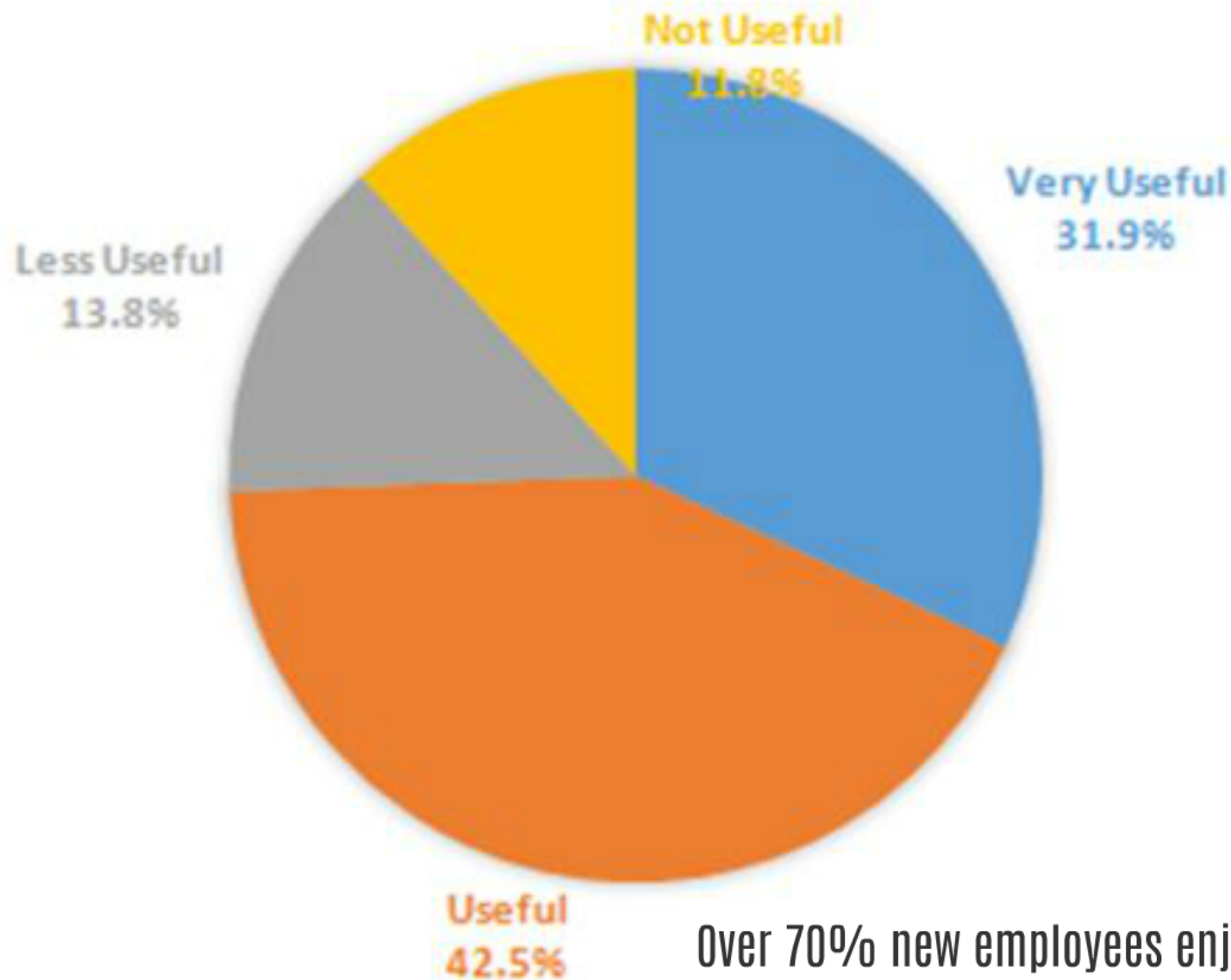
Over 70% new employees enjoyed the bus tour.

WAS THE INFORMATION SHARED RELEVANT TO YOUR WORK?

No
6.9%

Yes
93.1%

Over 90% new employees shared all information shared are work related.

QUOTES FROM NEW HIRES:

"I feel welcome" - TA

"Very useful and glad it was offered & available: - Teacher

"I enjoyed the SPPS bus tour" - Teacher

"For onboarding, I thought it was effective" - TA

"Very helpful, really appreciated Hans Ott's portion" - TA

"Thank you for including SPPS equity work" - EA

"The orientation was very helpful to my onboarding process to start at SPPS" - Nutrition Services

"Very informative" - Facility Service Worker

" I feel more connected to this district. It shows me that St. Paul cares about their employee" - Teacher

Prezi

Facilities Master Planning

Project Update

Tom Parent, AIA, LEED AP

Director, Facilities Department
Committee of the Board: May 2, 2017

Agenda

- Project updates

- FMP Governance Committee engagement sessions

- June BOE Action:

  Five-Year Facilities Maintenance and Capital Plan

Major Project Budget Update

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RIVEREAST SCHOOL
A K-8 program opening September 2018

CONSTRUCTION TIMELINE (subject to change)

Efforts will be made to minimize noise and dust as much as possible.

February/March 2017: Partial demolition of existing structure

March/April 2017: Soil contamination remediation

March-May 2017: Construction begins; ground soil excavation for storm water management; soil excavation for building foundation

May/June 2017: Footings and foundation installed

June-September 2017: Building exterior shell erected

November 2017: Roof installed (potential tar smell may occur)

November 2017-August 2018: Interior build out

Summer 2018: Exterior site work; landscaping; playground installed

September 2018: School opens

QUESTIONS OR CONCERNS

Saint Paul Public Schools, Facilities Department:
651-744-1800 or fmp@spps.org

For more details on the RiverEast School project, visit
www.spps.org/RiverEastFMP

Para más información, visite el sitio de internet.

Yog xav paub ntxiv mus saib hauv website.

Wixii macluumaad ee dheeraad ah, booqo barta internet-ka.

နမ့္အဲၣ်ဒိးသ့ၣ်ညါအါထီၣ်တၢ်ဂ့ၢ်တၢ်ကျိၤန္ၣ် နုာ်လီၤကွၢ် ပှာ်ယဲၤသန့တကွၢ်.

Artist renderings subject to change

Adams Elementary School

February 2017:
Project breaks ground

December 2018:
Project completed

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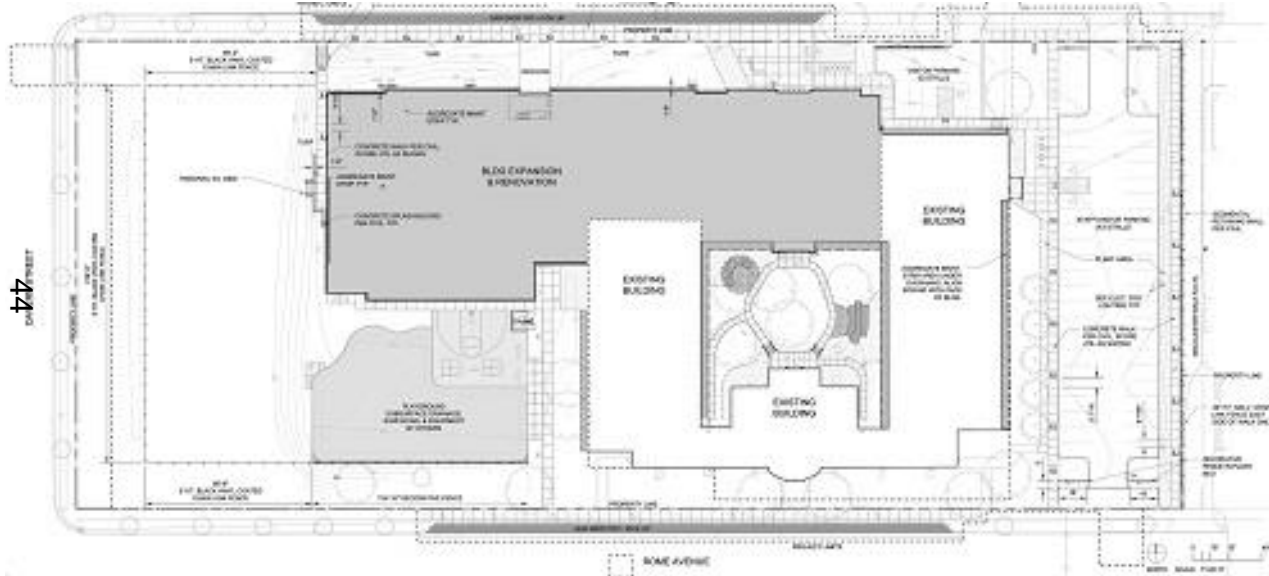# Como Park Senior High School

Redoing artificial turf on competition field

- Break ground: May 2017
  Completion: Fall 2017

Building additions

- Break ground: Fall 2017 (tentative)
  Completion: Late 2019

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Highland Park Elementary

March 2017:
Break ground on project

August 2018:
Project completed

Horace Mann Elementary

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May 2017: Break ground on project

August 2018: Project completed

Humboldt Senior High School

June 2017:
Construction begins

August 2020:
Project completed

Johnson Senior High School

June 2016:
Construction began

August 2017:
Project completed

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Linwood Monroe - Lower

Summer 2017:
Construction begins

Fall 2018: Project
completed

Linwood Monroe - Upper

Summer 2017: Construction begins

Fall 2018: Project completed

RiverEast School

March 2017:
Project begins

September 2018:
School opens

RiverEast

St. Anthony Park Elementary

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- An addition will be built to house the main office, cafeteria and kitchen

- A second story will also be built over the current single story to add instructional spaces

- **June 2017:** Construction begins

- **August 2018:** Project completed

Facilities Master Plan: Governance Committee

FMP Governance

- **Defined by:** Board of Ed's 5-Year Facilities Maintenance and Capital Plan resolution

- **Purpose**: FMP-C annually reviews and updates next 5 years of projects

- **FMP-C Membership:** Reflective of original FMP planning committee
  - Broad district perspectives, racial diversity and geographic distribution
  - Parents, students, teachers, district staff, local businesses, local government agencies, community partners, and neighborhood joint-use partners

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FMP Governance: Parameters

Upholds integrity of FMP engagement process:

- Adheres to FMP Vision, Principles and Standards

- Use agreed upon **criteria** to guide decisions

  - Criteria is student centered, impactful and efficient

- Considers emerging factors:

  - Enrollment projections; Demographic changes

  - Educational pathway/program realignment or changes

  - Technology advances

  - Changes to federal or state law impacting capital funding

FMP Governance Committee: Engagement Sessions

- Informs BOE action of 5-Year Plan on May 16

- Two sessions: April 13 & May 9 (originally May 5)

- Increased recruitment efforts for May 9

  - Students, teachers, principals, community partners

  - Area A

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FMP: Criteria for Prioritizing Projects (in rank order)

1. Permanent Construction

2. **Growth and Alignment**

3. Quality Learning Spaces

4. Identifiable Main Entries

5. Building Condition

6. Core Space

7. Overall Alignment

Additional criteria may be considered to address the following:

a. Enrollment Enhancement Opportunity

b. Geographic Distribution

c. Large Impact

d. Partnership opportunities

e. Program requirements

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Highest Hopes

FMP Governance Committee: April 13

Meeting outcomes:

- Opportunity to reflect upon SPPS priorities via the criteria

- No impetus to change criteria for prioritization

FMP Governance Committee: April 13

Opportunities

Some reflections we heard from the group:

- New superintendent/mayor - Utilize new leadership
- Increase access for families with young children (B-5)
    - Pre-K/Early Childhood
- Urban school district and the benefits of a diverse community - Open schools to communities (revenue)
    - Community partners like the 3M partnership
    - Mentors
    - Partnering with local colleges
- Career readiness
- Energy efficiency
- Dining space / How food service affects student day

Challenges

Some reflections we heard from the group:

- Looking at over vs. under capacity buildings
- Public understanding of what "facilities" encompass and in turn, how it impacts students
- Volume of buildings – consideration of impact and variety
- Planning in uncertain times
    - Placing funds to meet future needs
    - Financial constraints (funding great visions)
    - Specialized programs in the right place/do buildings support programs?
- Building age
- Diversity in design
- Engage community AND parents
- Respect for teachers and environment
- Building security

FMP Governance Committee: May 9

- Input on middle school capacity

    - Present 3 scenarios to fill middle school capacity

- Impact of emerging factors, e.g., enrollment projections

- Co-creators of engagement framework for broader middle school engagement and BOE consideration

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FMP Governance Committee: Outcomes

June COB & BOE:

- Updated 5-Year Implementation Plan (FY18-FY22)

- Strategies for how to address middle school / Crosswinds decisions and actions

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QUESTIONS?

Facilities Department

651-744-1800 | facilities@spps.org | spps.org/fmp