



# **Saint Paul Public Schools**

## **Regular Meeting**

**Tuesday, September 18, 2012 5:45 PM**

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

**BOARD OF EDUCATION**



**Jean O'Connell**  
*Chair*



**Elona Street-Stewart**  
*Vice Chair*



**Mary Doran**  
*Clerk*



**Keith Hardy**  
*Treasurer*



**John Brodrick**  
*Director*



**Anne Carroll**  
*Director*



**Louise Seeba**  
*Director*



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

**BOARD OF EDUCATION COMMITTEES**

**Committee of the Board – Elona Street-Stewart, Chair**

**SPPS VISION STATEMENT**

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

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

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

**HIGH ACHIEVEMENT**

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

**MEANINGFUL CONNECTIONS**

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

**RESPECTFUL ENVIRONMENT**

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

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

**September 18, 2012**  
**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 21, 2012      7
- V. COMMITTEE REPORTS**
  - A. Minutes of the Committee of the Board Meeting of September 11, 2012      26
- VI. RECOGNITIONS**
  - A. Acknowledgement of Good Work Provided by Outstanding District Employees and Departments      33
- VII. PUBLIC COMMENT (Time Certain 7:00 p.m.)**
- VIII. SUPERINTENDENT'S REPORT**
  - A. 2012 Referendum Update      34
  - B. Year End SSSC Review      60
  - C. Human Resource Transactions      75
- IX. CONSENT AGENDA**

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

  - A. Gifts
    - 1. Gift Acceptance of Automated External Defibrillators (AED)      90
    - 2. Approval of Gift Accepted from Rondo Parent Group/Benjamin E. Mays PTA      91

## B. Grants

1. Request for Permission to Submit Request for \$10,000 from Chelsea Heights Elementary to Allina Health School Health Connection for Funding for Playground Equipment 92
2. Request for Permission to Submit Request for \$10,000 from Eastern Heights Elementary School to Allina Health School Health Connection for a Program Emphasizing a “Whole Life” Approach to Nutrition, Activity, and Overall Wellbeing 93
3. Request for Permission to Submit Request for \$10,000 from Highland Park Elementary to Allina Health School Health Connection to Fund the Purchase of Circuit Training Equipment 94
4. Request for Permission to Submit Request for \$10,000 from Randolph Heights Elementary School to Allina Health School Health Connection for Efforts to Encourage Healthy Lifestyles in Students, Families and Teachers 95
5. Request for Permission to Submit Request for \$10,000 from St. Anthony Park Elementary School to Allina Health School Health Connection for Student Voice, Student Choice, a Program That Will Fund the Purchase of Playground Equipment and Will Fund Efforts to Increase Gender Equity in Playground Activities 96
6. Request for Permission to Submit Request for \$10,000 from Saint Paul Music Academy to Allina Health School Health Connection Fund the Purchase of Playground Equipment and Efforts to Increase Healthy Food Choices of Students and Families 97
7. Request for Permission to Accept a Grant Award from the Capitol Region Watershed District, Saint Paul, MN 98
8. Request Permission to Submit Grant Application and Required Reports for Supplemental Title I Funding Authorized by the No Child Left Behind Act of 2001 (Elementary and Secondary Education Act of 1965) to the Minnesota Department of Education (MDE) 99
9. Request for Permission to Submit a Grant Application to the Minnesota Department of Education to Provide Carl D. Perkins Funding 100
10. Request to Accept Grant of \$15,000 from Target to Jackson Elementary for Updates to the School Library, Which Earlier Received a Target/Heart of America Library Makeover 101
11. Request to Accept Grant of \$15,000 from Target to Maxfield Elementary for Updates to the School Library, Which Earlier Received a Target/Heart of America Library Makeover 103
12. Request to Accept Grant of \$15,000 from Target to Obama Elementary for Updates to the School Library, Which Earlier Received a Target/Heart of 105

America Library Makeover	
13. Request to Accept Grants of \$25,000 from Target to St. Paul Music Academy (SPMA) and Hancock-Hamline University Collaborative	106
C. Contracts	
1. Request for Permission of the Board of Education to Enter into a Contract with Riverside Publishing Company to Provide the CogAT7 (Cognitive Skills Test) to Provide Individualized Learning Outcomes for all Assessed Students and Gifted Identification Based on Local Norming	107
D. Agreements - None	
E. Administrative Items	
1. Active Employee and Early Retiree Health Insurance	108
2. Employee Dental Insurance Annual Renewal	109
3. Employee Long-Term Disability Insurance	110
4. Employee Short-Term Disability Insurance Annual Renewal	111
5. Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools, and Minnesota Teamsters Local 320, Exclusive Representative for Nutrition Services Employees	112
6. Monthly Operating Authority	114
7. Professional Services from Toltz, King, Duvall, Anderson (TKDA)	115
8. Professional Services from U+B Architecture & Design	116
9. Revision of Policy Numbers for Bullying and Hazing Policies	117
F. Bids	
1. Bid # A153981-E -- Frozen Breakfast Products	118
<b>X. OLD BUSINESS</b>	
<b>XI. NEW BUSINESS</b>	
A. Recommendation for Project Labor Agreements on Winter Construction Projects	119
1. Project Labor Agreement - Interior Renovation to Accommodate the L'Etoile Du Nord Program at the Ames Elementary School Building located at 1760 Ames Place	
2. Project Labor Agreement - Renovation of East Side Community Center - Replacement of Wood Shop Dust Collection System, Installation of Wood Shop Guarding & Construction of Ventilation Improvements in Industrial Arts Area - All at Harding High School, 1540 E. 6th Street	
3. Project Labor Agreement - Interior Renovations to Accommodate the L'Etoile du Nord Program at the Prosperity Heights Elementary School Building located at 1305 Prosperity Avenue	

4. Project Labor Agreement -- Interior Renovation of Sheridan Elementary School Building located at 525 North White Bear Avenue

B. First Reading: Policy 414.00 Tobacco-Free Environment 120

**XII. BOARD OF EDUCATION**

A. Information Requests & Responses

B. Items for Future Agendas

C. Board of Education Reports/Communications

**XIII. FUTURE MEETING SCHEDULE**

A. Board of Education Meetings (5:45 unless otherwise noted) 123

B. Committee of the Board Meetings (4:30 unless otherwise noted) 124

**XIV. ADJOURNMENT**

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**Saint Paul, Minnesota**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION**  
**August 21, 2012**

**I. CALL TO ORDER**

The meeting was called to order at 5:48 p.m.

**II. ROLL CALL**

Present: Ms. Doran, Ms. Seeba, Mr. Hardy, Ms. O'Connell, Mr. Brodrick, Ms. Street-Stewart, Ms. Carroll, Superintendent Silva, Ms. Cameron, Deputy General Counsel and 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 Consent Agenda with the exception of Item E4, Establishment of the Classified Position of Environmental Assistant for Independent School District No. 625 and Relevant Terms and Conditions of Employment, E5, Establishment of the Unclassified Position of Assistant Facilities Director, Maintenance & Operations for Independent School District No. 625 and Relevant Terms and Conditions of Employment, E6, Establishment of the Unclassified Position of Environmental Services Manager for Independent School District No. 625 and Relevant Terms and Conditions of Employment and E7, Establishment of the Unclassified Position of Maintenance Supervisor for Independent School District No. 625 and Relevant Terms and Conditions of Employment. The motion was seconded by Ms. Seeba.

The motion was approved with the following roll call vote:

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

B. Order of the Main Agenda

**MOTION:** Ms. Street-Stewart moved approval of the Main Agenda as published. The motion was seconded by Ms. Carroll.

The motion was approved with the following roll call vote:

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

**V. APPROVAL OF THE MINUTES**

A. Minutes of the Regular Meeting of the Board of Education of July 17, 2012.

**MOTION:** Ms. Carroll moved approval of the Minutes of the Regular Meeting of the Board of Education of July 17, 2012 as published. The motion was seconded by Ms. Street-Stewart.

The motion was approved with the following roll call vote:

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

V. **COMMITTEE REPORTS**

A. Committee of the Board Meeting of July 17, 2012

This meeting was called to hear the report on the final VisionCard for school year 2011-12, Professional Development. This will be covered in greater detail during the Superintendent's Report.

**RECOMMENDED MOTION:** That the Board of Education accept the report on the Professional Development VisionCard.

The motion was approved with the following roll call vote:

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

B. Committee of the Board Meeting of July 31, 2012

The first items on the agenda was discussion and action on the

**BF29142 St. Paul Children's Collaborative Compact for St. Paul Children & Youth.**

This effort's visions is that St. Paul will be a place where all children learn, grow and thrive. Six goals related to this vision are:

- That children will be ready for Kindergarten
- That children will be reading by third grade
- That children will have health care coverage
- That children will be connected to one or more caring adults
- That children are safe and free from child abuse and
- That children will graduate from high school.

QUESTIONS/DISCUSSION:

- Reading by third grade, is that to be at grade levell? Response: Yes

**RECOMMENDED MOTION:** That the Board of Education extend its support to the Compact for St. Paul Children and Youth and direct the Chair to sign the Compact on their behalf.

The motion was approved with the following roll call vote:

Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes
Ms. O'Connell	Yes



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

- The next area covered was an **Update on SY 2012-13 Professional Development** with an overview of the wealth of training opportunities available for staff during opening week with a focus on school readiness and supporting the teachers, principals and instructional staff who reach and teach all the kids.

**RECOMMENDED MOTION:**                    **That the Board accept the Update on SY 2012-13 Professional Development.**

The motion was approved with the following roll call vote:

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

- A review of the **Community School Zones** was provided. Community school zones were part of the recommendations coming from the Integration and Choice District Action Team. Attendance areas, which required Board approval, were acted upon in November 2011. The community school zones within the attendance areas are established under administration directives and the DAT recommendations.

The next steps for this includes a review analysis conducted by Teamworks to verify the accuracy of the process and data used and identification of any discrepancies that might have come up through newer data Teamworks has access to. The results of the review will be communicated to the Board and the DAT followed by a presentation to the various communities at community meetings schedule through September into October. These meetings will provide families with the most current school information as the school selection season begins.

**RECOMMENDED MOTION:**                    **That the Board of Education accept the report on the Community School Zones.**

The motion was approved with the following roll call vote:

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

- An update on the **Policy Timeline** was provided. The Tobacco Free Policy, the Environmental Policy, the Wellness Policy have all been impacted by changes to Federal law, rules or regulations and need some revision to address these changed. A new Equity Policy has been proposed and policies affected by the SSSC Plan will need to be reviewed. Staff is currently in the process of reviewing procedures and bringing recommendations forward to administration.

Recommended changes specified by the Deputy General Counsel for Policy 501.00 Bullying Prohibition were reviewed and will be incorporated into the draft policy prior to the third reading.

5. The Board Chair provide a **Referendum Update** indicating the Vote Yes Committee had hired a Campaign Manager who has put together a campaign plan, established a budget process and opened an office at 380 Lafayette Frontage Road. Fund raising is in process.
6. During the **Work Session** a process for handling Communication of public questions/comments to Board members was provided and there was a brief discussion on the Data Release to be announced by MDE on the following day.

**MOTION: Ms. Carroll moved the Board accept the report on the Committee of the Board meetings of July 17 and July 31, 2012. Ms. Street-Stewart seconded the motion.**

The motion was approved with the following roll call vote:

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

#### VI. **RECOGNITIONS.**

##### **BF 29115** Acknowledgement of Good Work Provided by Outstanding District Employees and Departments

Eight SPPS assistant principals and administrative interns have been approved to participate in the Institute for Engaged Principal Leadership through the Minnesota State University of Mankato. Assistant principals/interns include: **Be Vang, Kirk Morris, Dave Gundale, Nancy Veverka, Tracy Buhl, Scott Masini, Laura Saatzer and Eric Mjolsness.**

The Minnesota State University (Mankato) Institute for Engaged Principal Leadership is a two-year program designed for early career principals. The Institute is committed to developing early career principals as they hone their practice and become transformational leaders. Leadership strands will include the following:

- Equity and Achievement
- Developing Others
- Change Processes
- Developing Self
- High Leverage Leadership Practices
- Political Leadership
- Communicating It Right

**MOTION: Ms. Carroll moved the Board of Education recognizes the staff acknowledged above for their contributions and outstanding work. Ms. Street-Stewart seconded the motion.**

The motion was approved with the following roll call vote:

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

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

- Rose Lewis – New grading system & use of required homework
- Greg Copeland – Referendum ballot question structure
- Tom Polachek – Christianity in education

- Bob Murray – Grammatical structure of referendum question
- Bev Hanson – Teacher target list
- Carla Renz – School administrator rules & issue with principal A
- Bob Zick -- Board policy – rules against free speech
- Amy Brendmoen -- Importance of funding public education properly

## VIII. SUPERINTENDENT'S REPORT

### A. SSSC Monitoring

#### 1. Professional Development VisionCard SY 2011-12

The measures for this area were reviewed and specific results reported out as follows:

- Clear Expectations** in the area of aligned learning indicators completed in content areas at all grades (PK-12):
  - Most recent standards prioritized and unpacked – 100% or at vision in the areas of Literacy/ELA, science, math and social studies.
  - Sequencing (pacing) guides have been established and aligned to standards – 100% or at vision in the areas of Literacy/ELA, science, math and social studies.
  - Annual instruction rubrics have been aligned with achievement data – 100% or at vision in the areas of Literacy/ELA, science, math and social studies.
- In the **Training** area (district-level PD for aligned learning),
  - The percent of elementary teachers who participated in at least one district-level PD course in any subject, as recorded on PD Express (2011-12) were: 100% Literacy/English/Language Arts (Vision Level); 52% (Concern Level) math and 98% science (Vision Level).
  - Secondary teachers were at Vision Level of 100% in Literacy/English/Language Arts and in math and 68% (Baseline) in science.
  - The percent of ELL and Special Education teachers who joined their General Education colleagues in at least one district-level PD course for aligned learning were 69% (Baseline) for ELL and 72% (Progress) for Special Education in SY 11-12.
  - 33 of 66 sites voluntarily tracked at least one building-level event on PD Express in SY 11-12. The goal for next year is to have all schools tracking their in-house training on PD Express.
- General Support and Capacity Building** -- In SY 11-12 38% of current probationary teachers have been supported through the Peer Assistance Review (PAR) Program. This is at Concern Level but is also the first year of the program.
- Monitoring and Feedback** -- In the area of data-driven PD the percent of directly tested content area classroom visits used for the purpose of providing feedback and collecting data at the district level to inform PD were:
  - 78% (Progress) elementary, 12% (Intervention Level) for secondary in the area of Literacy/English/Language Arts
  - 19% (Intervention Level) for elementary, 98% (Vision Level) in math and
  - 85% (Progress Level) for elementary, 55% (Baseline) for secondary in science.
- Differentiated Support** – 61% (Baseline) of schools received on-site support for Professional Learning Communities (PLC) with Data Team (DT) processes in SY 11-12. The District is working on building capacity to maximize support.
- In the area of **Participation in Racial Equity PD** (SY 2011-12), Board and Administration are at 100% participation in Beyond Diversity training. With a goal of 100% by 2012-13, 25% of schools have site equity teams in place. With a goal of 100% by 2013-14, 47% of school staff has participated in Beyond Diversity training.

Staff indicated they would

- Continue to work toward expanded and consistent data collection through PD Express including school level PD.
- Strongly align work happening in the schools and district in order to share learning across school sites and ensure replication of best practices.
- Continue to align to Minnesota State Standards across curriculums.

**QUESTIONS/DISCUSSION:**

- Please recap the Minnesota State Standards for Science and how curriculum is aligned to them. Response: The alignment to standards takes the curricular pieces and maps them against the standards for each grade level. In other words the adopted curricular pieces usually have many, many resources contained within them. The curricular pieces are reviewed at each grade level and realigned so that resources that are a priority within the standards are those taught for each grade level.
- How will this focus address the need to align all teachers? Response: SPPS listened to the concerns of classroom teachers and understood that to achieve equity across schools all schools would need a science specialist accessible to them. 100 minutes of science if being promised in every classroom from K-6 per week.
- Where are we with participation in racial equity and site equity teams? Response: The goal is to have every school have an equity team in place and functioning by the end of this year.
- Thanks were extended to staff for providing this information and measurable results in order to ensure progress for the students and for the deeper commitment to science.
- Where is the District at in the alignment to social studies standards? Response: Staff is embarking on a year of curriculum review for social studies. In the meantime, efforts will be in place to be sure schools are teaching social studies. Administration has worked with the principals to ensure time has been made available for social studies.

**2. Overview of SY 2012-13 Monitoring & Reporting Cycle**

The Chief of Staff reviewed the VisionCard background stating that to improve SPPS needs to focus on Outcomes (achievement and equity) and Processes (the rest of the efforts/resources supporting achievement and equity). A full cycle of strategic reporting has now been completed with the reporting out of the Professional Development VisionCard. The process focused and deepened conversations on key SSSC processes and outcomes.

The cycle of reporting proposes for 2012-13 for the strategic VisionCard areas is:

- August – Achievement & Equity Part 1
- November – Student Data & Work
- December – Achievement & Equity Part 2
- January – Leadership
- February – Partnership
- March – Resources
- May – Operational Excellence and
- June – Professional Development

The process will be further supported in the Operational area through monitoring key performance indicators, monitoring data walls and conducting data digs. Tactical supports come through formative reviews and summative annual performance evaluations.

**3. SY 12-13 Achievement & Equity VisionCard - Part 1**

The Chief of Staff reviewed the measures for each area indicating that several areas will be reported out in December when data for those areas becomes available.

- a. Measures for Achievement: Growth & Proficiency are:
  - MAP Growth (% of students who made growth) – Vision Level (VL) > 70%
  - MCA Growth (% of students medium or high growth) – VL > 90%
  - Mondo Assessment Proficiency K-1 (Milestone 1) -- > 75%]
  - MCA 3<sup>rd</sup> Grade (Milestone 2) -- > 75%
  - MCA 5<sup>th</sup> Grade (Milestone 3) -- > 75%
  - MCA 7<sup>th</sup> Grade (Milestone 4) -- > 75%
  - MCA 8<sup>th</sup> Grade Ready for High School (Milestone 5) -- > 75%
  - MCA – m 2% Alt. Assessment (Baseline Spring 2011) – N/A
  - MTAS Proficiency -- > 75%
  
- b. Achievement: Capstone measures are:
  - GRAD Math pass on first time (Milestone 6) -- >75%
  - GRAD Reading pass on first time (Milestone 6) -- >75%
  - GRAD Writing pass on first time (Milestone 6) -- > 90%
  - ACT Participation -- >75%
  - ACT Composite Score of 21 or higher (Milestone 7) > 75%
  - AP Score 3/IB Score 4 or higher (Milestone 7) -- > 75%
  - Graduation Rate 9-12 Cohort (Milestone 7) -- > 98%
  
- c. Equity Percentage Gaps measures are:
  - MCA & Grad Math – largest % Gap between race/ethnic groups -- < 10%
  - MCA & Grad Reading – largest % gaps between race/ethnic groups -- < 10%
  - MCA Science – largest % tgap between race/ethnic groups -- < 10%
  - GRAD Writing – largest % gap between race/ethnic groups -- < 10%
  - Advanced Courses largest % gap between race/ethnic groups -- < 10%
  - AP Tests largest gap in % of Students with Score > 3 -- < 10%
  - IB Tests largest gap in % of Students with Score > 4 -- < 10%
  - Graduation – NCLB Rate largest % gap between race/ethnic groups -- < 10%
  - Graduation – Four-year Cohort Completion Largest % Gap -- < 10%
  
- d. Equity Disproportionality Ratios are:
  - Gifted/Talented Identification highest disproportionality ratio -- < 2.0
  - Special Education Referrals highest disproportionality ratio -- < 2.0
  - Absences (students with 11+) highest disproportionality ratio -- < 2.0
  - Suspensions highest disproportionality ratio -- < 2.0

MCA results by grade (SSSC milestones) showed grade 3 reading moved from baseline to progress. Other milestones remain unchanged on the Vision Level scale. MCA Reading and Math results were reported out by grade.

Equity showed MCA percent proficient with slight gains in percentages of proficient students but not enough to close the gaps. MCA Equity Vision Levels are still Concern and Intervene. MCA Reading and Math percent proficient were reported out by race and ethnicity.

In the area of Modified and Alternative Assessments MCA-M vision levels have not been set due to eligibility and the nature of the test; those who are proficient move back to taking the regular MCA. Results are unchanged from SY 10-11. MTAS vision levels remain the same at Baseline.

MAP growth shows in both subjects showed more SPPS students made growth (+6 percentage points in each) compared to SY 10-11, when both were at Baseline. In SY 11-12 reading growth remained at Baseline; math growth moved up to Progress level.

GRAD pass on first attempt: reading moved up from Concern to Baseline last year. Math remains unchanged at Intervene level and Writing jumped from Baseline to Progress.

Equity GRAD pass on first attempt: while GRAD reading improved overall, the gap is unchanged. The Writing gap was at Baseline and is now at Progress. The Math gap decreased slightly but is still at Intervene level.

Successful practices to improved student achievement and equity outcomes include:

- a. In the area of guaranteed delivery of curriculum:
  - Emphasizing through aligned learning vertical alignment throughout the organization and teachers communicating standards/skill expectations to one another
  - Greater support for Professional Learning Community/Data Teams (PLC/DTs) with additional coaching for Multi-Tiered Systems of Support (MTSS formerly RTI)
  - Ensuring Peer Assistance and Review (PAR) coaches to mentor every new teacher.
- b. In Elementary Reading continue:
  - To focus math instruction on standards – prioritized benchmarks drive instruction over adherence to Everyday Math curriculum
  - Increase time for math instruction
  - Build capacity at site levels through support and coach teachers, providing trainings on differentiation (flex groups) and furthering teachers' content knowledge related to the standards.
  - Monitoring student progress through common formative assessments and
  - Expanding Five Easy Steps to a Balanced Math Program
- c. In Secondary Literacy continue:
  - Implementing sequencing guides and common summative assessments based on MN ELA Common Core Standards and MCA-III test specification.
  - Development of vertical articulation plans to align teaching and learning within and across ELA and reading courses.
  - Alignment of reading strategies and intervention to support standards taught and texts used in ELA and content area classes
  - Creation of common data collection tools to monitor individual student progress and inform instruction.
- d. In Elementary Math continue
  - Focusing math instruction on the standards by providing materials related to the prioritized benchmarks and Everyday Math curriculum.
  - Increasing time for math instruction
  - Building capacity at the site level by having a math content lead at each site who will attend a monthly district math meeting.
  - Expanding Five Easy Steps in math
  - Monitoring student progress on the prioritized benchmarks and learning targets through common formative assessments.
  - Expanding Five Easy Steps to a Balanced Math Program using Step 1 of Math Review and Mental Math to at least 50% of teachers through trainings and support via coaching and differentiated follow-up trainings.
  - Supporting and coaching teachers as they implement engaging research-based math instruction in their classroom.
  - Providing trainings on differentiation through flex groups on the learning targets and Everyday Math games.
- e. In Secondary Math continue to

- Focusing math instruction on teaching the standards by providing materials related MCA-III test specifications, prioritized benchmarks, and learning targets.
- Monitoring student progress on the prioritized benchmarks and learning targets through common formative assessments.
- Expanding training for math teachers.
- Observing and providing coaching feedback to every secondary math teachers
- Increasing capacity through Math Leadership Teams and
- Supporting math Professional Learning Communities (PLC) at buildings using the Data Team process.

The focus for 2012-13 will be Literacy and Math implementation with additional time for math and science at the elementary level, tightly aligned to standards with Progress Monitoring;; aligned partnerships to provide high quality programming for more students and continued commitments to high quality PreK and All-Day Kindergarten to build a strong foundation.

#### QUESTIONS/DISCUSSION:

- How will you use instructional supports to strengthen students skills in reading and math, particularly in K-12? Response: One challenge faced with literacy development in secondary is who owns it. Licensure is tied to content areas, literary skills cross those areas. As reading supports are strengthened literacy skills have to be developed and supported across all content areas. In the new Common Core Standards literacy must be addressed across all content areas. Training is being provided in all trainings during opening week to emphasize this cross content requirement and guides on how to do it are available.
- Secondary math and plans for increasing proficiency, where does AVID fit into the plan? What about student peer tutoring, where does that come in? Response: AVID is part of the supports offered for students to attain proficiency and college readiness. It is only one of the supports provided. For the past two years AVID at the secondary level has had an emphasis on math. AVID provides two tutorial days per week with one specifically focused on math. As far as student peer tutoring – there are a number of schools incorporating that into math efforts. Schools are working to develop tiers of support for their students. 5 Easy Steps offers a good review on how to use peer tutors as well. There has been a pilot at Harding pairing upper level males of color with younger as a technology mentors.
- What are standards and how are they different from curriculum? Response: Standards are learning targets that the State has established for students at every grade level. Regardless of the curriculum used the job is to teach to the Minnesota Standards for mathematics or any other content area. The Common Core is a national movement to establish standards common across a number of states. English Language Arts (reading, writing, speaking and listening) Standards would be an example.. States can also add certain standards that are unique to the state. Everything calibrates back to standards as the focus of instruction; curriculum is the method of getting there.
- You say we are investing in student success, isn't the key to student success investing in the adults around them? Response: Yes, if students are surrounded with the very best human capital and content is aligned to standards, every student should be as prepared as they can be to be successful.
- How often will the Board get data reports on progress of these items? Response: The schedule has been presented and will, as was done last year, present the cycle of VisionCardas as noted. Additional reports can be made at any time upon request. Basically this is looking at adult actions and how those are addressed to achieve student success.
- Something to think about, there is a common expression from girls "that I can't do that, I'm no good at math". We need to think about the best way to address that. How can the community address the concept girls have that they can't do math?

B. Opening School Report (Including Summer School)

Summer session II finished August 3. The credit recovery program enrolled 414 students. 299 online courses were taken (each student was limited to two online courses). Two summer programs continue to run through August 24. Freedom School has 105 participants and is partially funded through ALC. Promise Neighborhood has 233 participants and is funded by a grant from the Children's Collaborative.

The GRAD Writing re-test was held July 24. It was taken by 412 students at four locations. Results indicate 103 students are eligible for summer graduation.. Counselors are calling students to see if they are interested in participating in the ceremony on August 25.

In the area of Business Operations, Facilities coordinated 65 construction projects that are on target for substantial completion prior to start of school). Grounds crews are mowing and doing site clean-up. Student furniture has been ordered and is being delivered. The athletic fields are being prepped.

Human Resources is working to fill all open positions and hiring substitutes to cover staff absences. Contingency planning is underway to ensure a licensed teacher is in front of every classroom on September 4. Verification of licenses is underway to ensure staff have valid licenses. New hires are being processed to assure all have employee id's, email and access to resources.

Budget and the Controller areas are balancing and replenishing petty cash accounts, updating signatures for accounts, implementing a new permit process and procedures, uploading the FY 13 budget and verifying student data in the MARSS system.

Nutrition and Custodial Services are running a supervisor "boot camp" to learn new menus and food prep. The Nutrition Center starts production next week; they are currently making and selling "Smart Cookies" for Minneapolis schools. They are prepared for school open houses with baskets of apples and information on new menus. Custodians are readying classrooms and weeding and trimming the grounds.

The Print Copy Mail Center is working on school orders.

Information Technology is working on phone moves and changes. They have added a "One Thing I Love About SPPS" message to selected phones when callers are on hold. They are creating accounts with privileges for new employees. Moodle and SPPS Apps have been tied to the Active Directory for easier log in for staff. They have upgraded the discipline module in CAMPUS so it corresponds to the Rights and Responsibilities Handbook. They are providing all sites with details on the current state of building technology for awareness and planning purposes. All field techs have reported back to work and are on site.

Security and Emergency Management have hired the SROs and they are in place. They are ensuring security cameras and radios are operational. They are creating badges and granting needed access for new staff. All school-based guards are being trained and placed at buildings. The guards will conduct a "meet and greet" with their school admin teams. The Emergency Communications Center and mobile patrols will be on the streets, with additional assets to assist transportation and individual school/programs during the first two week of school. SEM operations have been reviewed with all new principals.

Transportation is hiring and training contractors, on schedule. District training for contract drivers on district procedures is on-going as is training for district school bus aides. Postcards with route information are being mailed to the address of record on August 22. Route information will be provided to schools and contractors on August 22 and 23. Dry runs by school bus drivers start on August 28. Orders for safety materials and school patrol supplies are being delivered to schools.



Additional activities for school opening include:

- A business meeting with all principals
- Providing the Rights and Responsibilities Handbook in five languages
- Distribution of extended day learning dates
- Distribution of referendum materials along with a conduct review
- Distribution of a Back to School Newsletter to all families' homes
- Updating school websites with principals, hours and school supply lists
- Updating main district websites
- Preparation of a new bus transportation brochure
- Development and implementation of a new Back to School website with information for both families and staff
- Canvassing for enrollment by employees over a three day period.
- 3M is scheduled to provide 17,000 bags of school supplies on the first day of school
- Families are being notified of bus stops via a postcard
- A Back to School ConnectEd message from the Superintendent is being done
- Scheduling of leaders at school sites for the first day is underway as is scheduling local dignitaries at busy bus stops.

#### QUESTIONS/DISCUSSION:

- Thanks were extended to Business Operations for the effectiveness and efficient implementation planned for school opening as well as thanks to everyone who makes it happen.
- Why are such a high number of teachers being hired? Response: This is basically due to PLCs and the aligned curriculum and instruction in the schools along with reorienting the district to the SSSC plan. Also to having the finances to hire more teachers. Adjustments have been made in other areas incrementally over time in order to find finances to hire more teachers. \$17.2 million more has gone into schools, teachers and certified personnel this year. Other aspects include retirements, the need for new science teachers and additional special education teachers.
- Is this mostly new teachers rather than displacing teachers? Response: Yes, 193 are direct hires; additionally a number of current staff have made moves between buildings, additional science teachers and PLCs have been added and replacements for retirements have been found.
- Compliments were extended to staff and administration for all of the planning and provision of various pieces on time. Kudos for the organization.
- It was noted a Board members was glad the 65 construction projects are on schedule. Appreciation was expressed for the clear, concrete and concise presentation on start of school status.

#### C. Enrollment Campaign Launch

The Chief Engagement Officer reviewed the summer outreach activities to increase enrollment, strengthen relationships and be visible in the community. These activities included:

- Advertising included articles on the half mile busing in community papers, PSAs on culturally specific radio programs and the Community Education catalog
- The Back to School Mailer was redesigned and sent out to families earlier
- High schools were open during the summer for enrollment and class selection
- A Back to School Website was opened to provide a one-stop shop for administrators and families. It is language specific, downloadable and comprehensive
- Targeted Media Coverage – provided stories from principals with a focus on district progress
- Community Enrollment was available at 7 sites (Jimmy Lee, Neighborhood House, etc.) in order to reach the community where they are
- Community Events – SPPS engagement staff and other staff have participated in 14 events, more are planned with staff from across the district involved

- National Night Out – SPPS sponsored tables at 5 sites, the superintendent joined the Mayor and district leadership staff distributed information in their own neighborhoods
- Employee Canvassing – more than 100 staff members participated on the first day, distributing nearly 10,000 pieces of material. The events received positive newspaper coverage and positive feedback from staff and neighbors. As a result of these efforts 68 students were enrolled (probably more), 350 meaningful connections were made, 10,000 pieces of material were distributed and SPPS was highly visible to thousands of community members. The SPPS message of welcome was received by many

**QUESTIONS/DISCUSSION**

- The Board expressed its pleasure at seeing this increase in visibility for SPPS..
- What about the State Fair? Response: SPPS is not going to the Fair because it is expensive, time intensive (2 week commitment) and does not pay off financially. Also, the audience is not the right one for the most part. Staff were encouraged to wear their SPPS T-shirts if they attend the fair..

**D. Human Resource Transactions**

**MOTION: Ms. Carroll moved the Board of Education accept the Superintendent’s Report and approve the Human Resource Transactions for the period June 28, 2012 through July 30, 2012. The motion was seconded by Ms. Street-Stewart.**

The motion was approved with the following roll call vote:

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

**IX. CONSENT AGENDA**

**MOTION: Ms Carroll moved the Board approved all Consent Agenda Items as published with the exception of Item E\_4.- Establishment of the Classified Position of Environmental Assistant for Independent School District No. 625 and Relevant Terms and Conditions of Employment, E5.- Establishment of the Unclassified Position of Assistant Facilities Director, Maintenance & Operations for Independent School District No. 625 and Relevant Terms and Conditions of Employment, E6. Establishment of the Unclassified Position of Environmental Services Manager for Independent School District No. 625 and Relevant Terms and Conditions of Employment and E7 - Establishment of the Unclassified Position of Maintenance Supervisor for Independent School District No. 625 and Relevant Terms and Conditions of Employment The motion was seconded by Ms. Seeba.**

The motion was approved with the following roll call vote:

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

**A. Gifts**

**BF 29116 Acceptance of Donation from the Shakopee Mdewakanton (Sioux) Dakota Community**

That the Board of Education authorize the Superintendent (designee) to accept this donation of \$10,000 from the Shakopee Mdewakanton Sioux (Dakota) Community and to disburse the funds according to the contract.

B. Grants

**BF 29117.** Request for Permission to Partner With the Children's Theatre Company  
That the Board of Education authorize the Superintendent (designee) to partner with the Children's Theatre Company to secure resources for the Neighborhood Bridges program; to accept services and funds, if awarded; and to implement the project as specified in the partnership agreement.

**BF 29118** Acknowledgement of Grant Received by District Employee  
That the Board of Education recognize and acknowledge receipt by Jennie Arnett, Furniture and Move Coordinator in the Facilities Department, of a School Facility Improvement Grant to attend the School Equipment Show, November 7 – November 9, 2012 in Tampa, Florida.

**BF 29119** Request for Permission to Accept a Grant From the Minnesota  
Orchestral Association  
That the Board of Education authorize the Superintendent (designee) to accept a grant from the Minnesota Orchestral Association for the Upbeat! program; to accept services and funds; and to implement the project as specified in the award documents.

**BF 29120** Request for Permission to Submit a Grant Application to the Nevin  
Huestad Foundation  
That the Board of Education authorize the Superintendent (designee) to submit a grant application to the Nevin Huestad Foundation to provide students with severe print disabilities effective reading accommodations; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 29121** Permission to Submit and Accept, if Approved, an Adult Basic Education  
Proposal for 2012-2013 and Distribute Funds to Saint Paul Literacy  
Consortium Members  
That the Board of Education authorize the Superintendent (designee) to submit a grant application to the Minnesota Department of Education to provide Adult Basic Education services for the 2012-2013 year, to accept funds if awarded, and to disburse funds to Saint Paul Community Literacy Consortium members based on the adult basic education formula.

**BF 29122** Request for Permission to Submit Partner with The Wilder Foundation  
and The City of St. Paul in Submitting a Promise Neighborhoods  
Implementation Grant Application to the U. S. Department of Education  
That the Board of Education authorize the Superintendent (designee) to partner in submitting a five-year Promise Neighborhoods Implementation Grant to the U. S. Department of Education with The Wilder Foundation, the City of St. Paul, Ramsey County and other community organizations; to accept funds, if awarded; and to implement the project as specified in the award documents.

C. Contracts

**BF 29123** Request for Permission for Saint Paul Public Schools Adult Basic  
Education Program to Enter into a Contract with the Goodwill/Easter  
Seals Minnesota  
That the Board of Education authorize the Superintendent (designee) to enter into a contract with the Goodwill/Easter Seals Minnesota to provide ABE instructional and support services to adult learners participating in the Medical Office, Business Office and Child Development Programs.

**BF 29124** Request Permission to Enter into a Contract with the Minnesota Literacy  
Council on Behalf of the Saint Paul Literacy Consortium for 2012-2013.

That the Board of Education authorize the Superintendent (designee) to enter into a contract with the Minnesota Literacy Council on behalf of the Saint Paul Community Literacy Consortium to provide coordinated delivery of training for volunteer programs and assist with management of member services for the 2012-13 fiscal year at the cost of \$173,415 to be accounted for in budget 04-005-520-322-6305-8522

D. Agreements

**BF 29125** Agreement Between the City of Saint Paul and Saint Paul Public Schools Regarding Placement of an AmeriCorp VISTA Member for the 2012-2013 School Year

That the Board of Education Chair sign the Board of Education Letter of Commitment for the Saint Paul VISTA Program 2012-2013 program year.

**BF 29126** Agreement with the Goodwill Industries, Inc./Easter Seal Society of Minnesota

That the Board of Education enter into the 2012-13 agreement with Goodwill Industries, Inc./Easter Seal Society of Minnesota to provide work adjustment training/placement of selected special education students using Goodwill facilities for the period September 1, 2012 through June 30, 2013. The agreement amount of \$150,000 will be funded from an existing Special Education General Fund Budget 01-608-380-835-6393-0000.

**BF 29127** Correction: BF 29106: Approval to Enter into an Agreement with the YMCA of Greater Twin Cities for Child Care Services at AGAPE and Harding High School

That the Board of Education authorize the Superintendent to enter into an agreement with the YMCA of the Greater Twin Cities to reimburse the YMCA for providing direct child care services in an amount not to exceed \$643,860 from August 1, 2012 to July 31, 2013.

E. Administrative Items

**BF 29128** 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 29129.** Saint Paul Public Schools and Minnesota Alliance With Youth AmeriCorps Promise Fellows for the 2012-13 School Year

That the Board of Education Chair approve the partnership with Minnesota Alliance With Youth AmeriCorps Promise Fellows for the 2012-13 school year.

**BF 29130** Request Permission to Submit Applications and All Required Reports and Revisions for Funding Authorized by the No Child Left Behind Act of 2001 (Elementary and Secondary Education Act of 1965) to the Minnesota Department of Education (MDE).

That the Board of Education authorize the Superintendent (designee) to submit the required applications for funding under NCLB to the Minnesota Department of Education; to accept funds if awarded; and to implement the project as specified in the award documents, including the submission of required reports and budget revisions.

**BF 29131.** Approval of Employment Agreement Between Independent School District No. 625 and Tri-Council Local No. 49, Local No. 120, and Local No. 132, exclusive representative for Drivers, Grounds and Labor Employees, and Heavy Equipment Operators

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment for Tri-Council Local No. 49, Local No. 120, and Local No. 132, exclusive representative for Drivers, Grounds and Labor

Employees, and Heavy Equipment Operators in this school district; duration of said Agreement is for the period of July 1, 2012, through June 30, 2014.

**BF 29132.** Approval of Memorandum of Agreement with United Association of Plumbers, Local No. 34, to Establish Terms and Conditions of Employment for 2012-2013

That the Board of Education of Independent School District No. 625 approve and adopt the Memorandum of Agreement concerning the terms and conditions of employment of those employees in this school district for whom United Association of Plumbers, Local No. 34 is the exclusive representative; duration of said agreement is for the period of May 1, 2012 through April 30, 2013.

**BF 29133** Monthly Operating Authority

That the Board of Education approve and ratify the following checks and wire transfers for the period July 1 – July 31, 2012.

General Account	#508200-509382	\$36,234,544.95
	#3016877-3016968	
(a) Debt Service	-0-	\$7,738,960.95
(b) Construction	-0-	\$2,099,427.05
		<u>\$46,072,932.95</u>

Included in the above disbursements are payrolls in the amount of \$17,586,708.85 and overtime of \$36,142.15 or 0.21% of payroll.

(d) Collateral Changes None

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 December 18, 2012.

#### F. Bids

**BF 29134.** Request for Proposal No. A153500-K Employee Life Insurance – Basic and Employee Optional

That the Board of Education authorize award of Request for Proposal No. A153500-K for life insurance for the District's employees for a three year period starting January 1, 2013 through December 31, 2015 to Minnesota Life Insurance Company for a cost of \$0.112 per \$1,000 of coverage.

**BF 29135** Bid No. A153527-K Pupil Transportation for the 2012-2013 School Year

That the Board of Education authorize the Superintendent (designee) to award basic routes to the indicated low available bidders conforming to the Specification for Bid and accept the rates for Additional Service, Hourly Rate Service and Field Trip Services as bid with the utilization to be made based upon the availability of equipment.

**BF 29136** Bid No. A153590-K: Swimming Pool Cover Installations at Various District Sites

That the Board of Education authorize award of Bid No. A153590-K for installation of swimming pool covers at various District sites to the sole bidder, Alta Enterprises, Inc. for the lump sum base bid of \$552,075.00.

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

Director Hardy indicated he had pulled this item in order to asked specific questions and to vote separately on each of the four items.

**BF 29137** Establishment of the Classified Position of Environmental Assistant for Independent School District No. 625 and Relevant Terms and Conditions of Employment

QUESTIONS/DISCUSSION:

- An explanation was asked for as to why three management level positions were being established before the system is implemented. Response: One position is not related to the TRIREGA system; the Environmental assistant position was established on EPA advice. There is no additional cost for these positions; all have been planned for by Facilities and have been included in the budget. The TRIREGA ap is a holistic facilities and plant planning action system. It brings SPPS into a contemporary operating environment. During the development process staff worked in teams with trades persons to shape and redesign workflow to strip out inefficiencies and encourage working cross functionally. Also, SPPS needs to reorient custodial services back into Facilities and Plant Planning so work can be done in a coordinated manner.
- Speak specifically about how TRIREGA is related to the request for the two positions. Why can't these position come in later? Response: SPPS has re-examined how it does business over the last several years. Implementation of TRIREGA reduces workflow from 16' feet worth of actions to 8" and represents a major cultural change. Implementation of the software system will lead to developing standard operating processes. The positions support the continual improvements and efficiencies of these processes..
- Aren't there too many layers of leadership here, why do we need an Assistant Facilities Director? Response: A key role here will be to help transition custodial services back into the Facilities and Panning Department which will grow from 100 to 400 people. This position will also assist with strategic planning across district facilities and will immediately supervises trades as well as provide support in training and leadership for SLPs.
- Restructuring plans of facilities department, 1) Why the need for restructuring? 2) How will this deliver services better? 3) Is there to be some job loss connected with this? 4) Is the whole thing considered to be cost effective? Response: This will save time and effort in repairs in buildings, staff utilized and maximize resources while minimizing costs. SPPS needs people with a different set of skills to coordinate and supervise these efforts, training and supervision.
- Are all SPPS buildings on AutoCAD? Response: Yes.

**MOTION:** Ms. Carroll moved, seconded by Ms. Seeba, that the Board of Education of Independent School District No. 625 approve the establishment of the Environmental Assistant job classification effective August 21, 2012; that the Board of Education declare the position of Environmental Assistant as classified; and that the pay rate be Grade 6 of the 2010-2011 Professional Employees Association standard ranges.

The motion was approved with the following roll call vote:

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

**MOTION:** Ms. Carroll moved the Board of Education approve the remaining three positions through independent votes on each. Motion seconded by Ms. Seeba.

**BF 29138.** Establishment of the Unclassified Position of Assistant Facilities Director, Maintenance & Operations for Independent School District No. 625 and Relevant Terms and Conditions of Employment

**MOTION:** Item E5: That the Board of Education of Independent School District No. 625 approve the establishment of the Assistant Facilities Director, Maintenance & Operations job classification effective August 21, 2012; that the Board of Education declare the position of Assistant Facilities Director, Maintenance & Operations as unclassified; and that the pay rate be Grade 26 of the 2010-2011 Saint Paul Supervisors' Organization standard ranges.

The motion was approved with the following roll call vote:

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

**BF 29139** Establishment of the Unclassified Position of Environmental Services Manager for Independent School District No. 625 and Relevant Terms and Conditions of Employment

**QUESTIONS/DISCUSSION:**

Why is an Environmental Services Manager necessary? Response: This position was established from recommendations received from the EPA and OSHA. It creates checks and balances within the Health and Safety Department particularly in the areas of hazardous materials and recycling endeavors.

**MOTION:** Item E6: That the Board of Education of Independent School District No. 625 approve the establishment of the Environmental Services Manager job classification effective August 21, 2012; that the Board of Education declare the position of Environmental Services Manager as unclassified; and that the pay rate be Grade 25 of the 2010-2011 Saint Paul Supervisors' Organization standard ranges.

The motion was approved with the following roll call vote:

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

**BF 29140** Establishment of the Unclassified Position of Maintenance Supervisor for Independent School District No. 625 and Relevant Terms and Conditions of Employment

**MOTION:** Item E7: That the Board of Education of Independent School District No. 625 approve the establishment of the Maintenance Supervisor job classification effective August 21, 2012; that the Board of Education declare the position of Maintenance Supervisor as unclassified; and that the pay rate be Grade 38 of the 2012-2013 Manual and Maintenance Supervisors' Association standard ranges.

The motion was approved with the following roll call vote:

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

**X. OLD BUSINESS**

**BF 29141** Policy 501.00 Bullying Prohibition – Third Reading

**MOTION:** Ms. Carroll moved the Board approve the substituted Policy 501.00 Bullying Prohibition as published in the Board Book of August 21. Ms. Street-Stewart seconded the motion.

The motion was approved with the following roll call vote:

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

#### XI. NEW BUSINESS

- A. Action to Approve Renumbering of Hazing Policy from 501.00 to 501.01.

**MOTION:** Ms. Carroll moved the Board of Education approve the renumbering of the Hazing Policy from Policy No. 501.00 to Policy No. 501.01. Ms. Doran seconded the motion.

The motion was approved with the following roll call vote:

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

#### XII. BOARD OF EDUCATION

- A. Information Requests & Responses - None
- B. Items for Future Agendas  
Director Seeba asked that discussion be held on a food allergy/epinephrine policy.
- C. Board of Education Reports/Communications - None

#### XIII. FUTURE MEETING SCHEDULE

- A. Board of Education Meetings (5:45 unless otherwise noted)
- September 18
  - October 16
  - November 13
  - December 18
  - January 15, 2013 – Annual Meeting 4:30 p.m.
  - January 22
  - February 19
- B. Committee of the Board Meetings (4:30 unless otherwise noted)
- September 11
  - October 2
  - October 30
  - December 4
  - January 15 (5:00 p.m.)
  - February 5



**XIV. ADJOURNMENT**

**MOTION: Ms. Doran moved, seconded by Mr. Brodrick the meeting adjourn.**

The motion was approved with the following roll call vote:

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

The meeting adjourned at 9:21 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  
September 11, 2012**

**PRESENT:** Board of Education: Jean O'Connell, John Brodrick, Elona Street-Stewart, Mary Doran, Anne Carroll, Louise Seeba. Director Hardy joined the meeting at 5:34 p.m.

Staff: Superintendent Silva, Tyrize Cox, Michelle Walker, Ivar Nelson, Toya Stewart-Downey, Kathy Brown, Tim Caskey, Joe Munnich, Matt Mohs, Willie Jett, Steve Unowsky, Jaber Alsiddiqui, Julie Schultz-Brown, Andrew Collins, Marie Schrul, Marsha Baisch, Mary Gilbert, Darlene Fry, Jackie Allen, Michael Baumann, Efe Agbamum, Michelle Bierman, Christine Osorio

Other: Mila Koumpalova, Tony Longtree, Chris Farmer-Lies, Anne Jay

**I. CALL TO ORDER**

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

**II. AGENDA**

A. Final 2011-2012 Budget Revisions (4:35 p.m.)

The Chief Budget Analyst provided information on the FY 12 final budget revisions in the fully financed funds. The changes reflect the latest changes in revenue and expenditure for both General and Community Service Funds. The changes in the General Fund Fully Financed are an increase of \$2,761,759 and represents \$1.9 million in new grants and \$.9 million in revisions to current grants. The Community Service Fund Fully Financed Fund is an increase of \$497,501. The changes reflect \$.3 million in new grants and \$.2 million in revisions to current grants. Final revisions occurred only in these two funds. The adopted revenue budget was \$616,799,328. Revisions were made in the fall and winter and the final revised budget being brought forward for approval is \$652,480,798.

The same fund changes were reflected in expenditures. Adopted budget for expenditures was \$636,282,683. Revisions were made in the fall and winter and the final revised budget being brought forward for approval is \$678,504,654.

**QUESTIONS/DISCUSSION:**

- Expenditures are numbers correct (on original PowerPoint). Response: No, the expenditure previous revision figure should be 38,962,711 and the Winter Revisions should be \$3,259,260 making the total revised expenditures \$678,504,654.
- Why are there revisions done on a quarterly basis? Response: Fall revisions are usually the largest revisions made during the year. The revisions recognize changes from the State, carryovers and encumbrances. Fully financed funds have grants coming in throughout the year so changes are made through the year as well. Any time a change is made to the bottom line it must be approved by the Board.

**MOTION: Ms. O'Connell moved the Committee of the Board recommend the Board of Education approve the revised 2011-12 budget as presented. Motion seconded by Ms. Carroll**

**Motion passed.**

B. Initial Discussion of 2012 Payable 2013 Property Tax Levy

Levies for St. Paul residents include those for Ramsey County, the City of St. Paul, the SPPS School District (both voters approved and state authorized which covers the General Fund, Community Education and Debt Service), Metropolitan Special Taxing Districts and other special taxing districts.

Planning assumptions show all figures reported were based on Administration's best estimates as MDE continues to make adjustments to the SPPS numbers. Administration anticipates minimal change from its estimates and final numbers are expected for the September board meeting.

Administration's recommendation is for the Board to limit the Pay13 levy to no more than the voter approved referendum increase or "hold the line." As a reference, the Pay 12 certified levy figure was \$126,072,575. The Pay 13 figures must be calculated beginning with a number that does not reflect a referendum (\$102,556,206). Adding in the referendum figure being requested of the voters and with a reduction to the general fund and debt service levy the recommended Pay 13 levy figure is \$133,531,520 or an increase of 5.9% over the Pay 12 amount. This is assuming the voter approved levy passes.

QUESTIONS/DISCUSSION:

- Why the difference between \$39 million of the levy request and \$34 million shown? Response: The State equalization factors come into play.
- What is the State equalization factor? Response: It is part of a formula set in statute to adjust in differences in property law between districts. The figure varies over time depending on what the State appropriates.
- The money the State equalizes is not billed to property tax payers, correct? Response: The State aid portion is part of what goes to charter schools.
- Equalization will help, SPPS is asking for a \$9 million; increase on this referendum. The equalization makes this a \$7.5 million increase for local taxpayers.

**MOTION: Ms Carroll moved the Committee of the Board recommend the Board of Education approve the proposed Pay 13 levy as authorized by MDE and approve the final levy to no more than the referendum increase and that they set the taxation hearing for Tuesday, December 4, 2012 at 6:00 p.m.**

**Motion passed**

C. Year End Strong Schools Strong Communities Review

J Allen provided an update to the board on the progress of the SSSC strategic plan over the past year. The report was structured in three phases:

- Planning/Project Management
- Implementation/actions taken
- Tracking/reporting and updates.

For the SSSC Project management, an implementation project plan has been developed to manage the major changes that will occur for the 2013-14 school year. The plan is separated into five categories:

- School Choice/Transportation – Community School zones have been determined and a new school choice system will be launched.
- School Programs – Building transitions will occur and articulations, pathways and school-specific programs will be confirmed.
- Aligned learning – Frameworks have been developed and progress on implementation and professional development are being monitored.
- Infrastructure & support – Work is underway in this area on accountability, partnerships and budget/finance

- Middle Grade Transition – teacher certification, recruitment and placement is underway; the Parkway program is under development and the building is being transitioned. Development is underway on curriculum and practices.

The SSSC has increased community focus. High schools and grades 6-12 schools have transitioned to area-based community schools. There has been an increase in community outreach in the areas of back to school, enrollment canvassing and the scheduling of SSSC community meetings.

School allocations increased with \$18.9 more allocated to the schools and class size targets for 2012-13 school allocation projections having been met.

In the area of aligned learning, all indicators have been met in content areas, at all grades. 100% of the most recent standards have been prioritized and “unpacked.” 100% of sequencing guides have been established and aligned to standards. 100% of annual instructional rubrics have been aligned with achievement data.

Performance management has had more observations, evaluations and performance reviews conducted than in recent years past. Approximately 8,000 classroom observations were done, 50 principal evaluations and 943 performance reviews for district administrative personnel.

District Action Teams (DATs) provided input on the SSSC plan. Nine DATs were formed in June 2011 and they presented their recommendations in December 2011. The District responded to recommendations in January 2012 and is currently tracking the implementation of those recommendations.

SSSC progress is tracked through the use of eight VisionCards. One cycle has been completed and the schedule has been set for year two VisionCard presentations.

Updates to the SSSC plan are being reviewed as some details of the plan have changed.

- Regional IB has changed from Parkway to Hazel Park
- 2011 – 12 6<sup>th</sup> and 9<sup>th</sup> graders were grandfathered for school choice and transportation eligibility.
- Como Park High School has been made an option for Area C Language Academy students for the 2012-13 school year.
- The plan to limit citywide transportation at five elementary schools for 2012-13 was not implemented
- Obama will not expand to middle grades
- The extended day for Achievement Plus schools was not continued in 2012-13.

The District will be preparing for major elements of the SSSC plan that go into effect in the 2013-14 school year.

- Elementary schools will transition to grade K-5
- Middle schools will transition to grades 6-8
- Community elementary schools will transition to Area focus.

#### QUESTIONS/DISCUSSION

- When was the decision made to make Como the Area C language academy? Response: It was made over the summer after looking at numbers to increase enrollment at the school. Families in Level I and II and new ELL families feel welcome at Como.
- Will Parkway become an IB middle school for that area? Response: The plan was Parkway would be an IB middle school. With the requirements of the program, the decision was made to move it to Hazel Park Middle School. This will be revisited over the next two years.
- If Hazel Park is doing middle school, will it also do K-5? Response: K-5 is covered at Benjamin Mays. This will also be reviewed in the future.

- It was noted SPPS currently has one-half of its high schools with IB and one-half with AP programs.
- Kudos were extended for the high number of observations. Will the requirement to review teachers be a hardship? How will that ramp up? The 900+ performance reviews were not teachers or principals; these were people within administration and the business office and in some cases people on probation that had multiple evaluations. Teacher under the new law will be reviewed every three years; reviews are done on a regular basis.
- Did all the planning and organization in the community benefit those who are returning to school this fall? Was there an uninterrupted process of finishing the old year and moving into the new? Response: Yes, except for the busing situation, this was the best start in the last three years. High schools were orderly, having them open once a week through summer for enrollment has been a great improvement. There is greater demand for Kindergartens.

**MOTION: Ms. O'Connell moved the Committee of the Board recommend the Board of Education accept the Year End Strong Schools Strong Communities Report as presented. Ms. Carroll seconded the motion.**

**Motion passed.**

D. Administrative Response to Latino Consent Decree (LCD)

Administration provided its response to the LCD annual report to improve learning outcomes of students and strengthen relationships with parents.

The response was broken out into three broad categories with a response to each point in the initial recommendation:

- Student Identification, Assessment and Placement (Recommendations 1.0-1.2)
  - 1.0 – The ELL Department will send a LCD notification of services letter to families.
  - 1.1 – All LCD teachers and EAs received a list of LCD students so they can answer questions as they arise.
  - 1.2 – Schools have been provided the LCD staff contact list. The list was also given to the Office of Family Engagement and Community Partnerships for distribution to families.
- Instructional Program and Support (Recommendations 2.1-6.4)
  - 2.1 – Ongoing meetings between school administration and parents rather than the EAs because school/district administration make decisions that affect all students. The ELL Department has worked collaboratively with the OFECP to establish three dates for such meetings to take place. The first meeting occurred on August 29. HR participated in the meeting and will continue to be available as necessary.
  - 3.0 – 75% of schools either provide interpreters at core curriculum events or held Spanish specific events. 25% of schools report offering no Spanish specific sessions for curriculum events. Schools, when possible, will continue to offer Spanish language specific sessions and ELL will continue to work with schools on this.
  - 4.1 – High school and middle school assistant superintendents will have discussions with principals around providing interpreters for academic registration nights and events in accordance with the LCD stipulation.
  - 4.2 – OCCR is developing new materials in Spanish to be shared with families about AVID, IB and AP courses. ELL will partner with the high school and middle school assistant superintendents and the OFECP to disseminate the information to families through district Latino parent events
  - 4.3 – In 2011-12 ELL trained over 200 staff including K-12 principals, K-12 counselors, teachers, bilingual EAs and other staff. In 2012, LCD teachers and all bilingual EAs were trained. In 2012, LCD teachers and all bilingual EAs were trained with the intent to train all k-12 counselors in October. The list of LCD staff and students will be shared at this meeting.

- 4.4 – Talent Development and Accelerated Services staff are working on ways to guide and support students in advanced courses. There will also be guidance through the use printed translated documents, innovated support programs such as the Technology Scholars currently in place at Harding High School. The goal is also to review LCD students MAP scores to recommend advanced courses accordingly.
- 4.5 – The Thinking College Early Fair was an initiative of the Progressive Baptist Church with the intent to expose African American students and their families to historically black colleges and universities. SPPS can ask to have Spanish-speaking representatives in attendance but cannot guarantee it. SPPS has provided Spanish interpreters at this event with 29 Latino families in attendance.
- 5.1 – 61% of schools have reported holding at least one Latino specific cultural event and/or multicultural event that included Latino culture. ELL will continue to bring this recommendation to the attention of school principals.
- 5.2 – ELL and OFECP planned, announced and invited guest speakers and scheduled Latino leaders in the community assemblies in six schools for students in grades 4-12. In total, nine sessions were held and over 350 students benefitted from hearing the guest speakers. In the upcoming school year, ELL will again collaborate with OFECP to organize such events.
- 5.3 – CIPD met with the LCD Parent Advisory Committee and the meeting resulted in the establishment of the Latino Culture and History Curriculum Committee to bring parent, staff, student and community together to plan and create curriculum and events that deepen the inclusion of SPPS Latino Culture and History. The Committee has suggested holding an open house at the MRC for Hispanic Heritage Month. This will be held on October 5 at Washington Technology.
- 5.4 – The district currently supports Spanish immersion courses that embed Latino culture and history. There are currently three elementary schools with Spanish immersion programs: Adams, Wellstone and Riverview. At the secondary level, Spanish immersion is offered at Highland Park Middle and Highland Park Senior High. Both schools provide IB programs, with the Senior High offering History of the Americas course which provides an in depth analysis of the Latino contribution to the Americas. The Committee also reviewed learning trunks. The next step is to create additional social studies lessons that embed Latino Culture and History for the revised social studies standards. The committee will track the use of the current curriculum including the Mesoamerican project taught in 9<sup>th</sup> grade World History.
- 6.1 – Flyers have been created containing information on Everyday Math Curriculum and the Mexican textbook giveaway campaign. Staff at each school sites will be expected to distribute the flyers during conferences and other school events.
- 6.3 – OFECP will monitor the use of these materials and ELL will assist in communicating with schools.
- 6.4 – New learning resources will be communicated to schools by the ELL Department. OFECP will communicate this information at LPAC meetings.
- Parental Involvement (Recommendations 7.1-8.2)
  - 7.1-7.3 – The HR Executive Director met with the LPAC. The following was agreed upon: A HR consultant will serve as liaison between the SPPS HR Department and the LCD Parent Advisory Committee.
  - 8.0-8.1 – The OFECP is leading several efforts that relate to recommendations made in the 2011-12 LCD Annual Report including the support and collaboration in three main areas but not limited to: Leadership, Community and Parent Education. Efforts include the Wilder Foundation, the Mexican Consulate, LCD PAC, SPPS LCD Bilingual Parent meetings, the SPPS Parent Academy, the Mexican Consulate and SPPS Plaza Comunitaria Adult Learning Program.
  - 8.2 – SPPS is interested in continuing the work with Dr. Garcia however her current project has ended and she secures her own funding.

There was an extensive question and answer sessions between Board members, staff and the LCD Parent Advisory Committee.

**MOTION:** Ms. O'Connell moved the Committee of the Board recommend the Board of Education approved the administrative response to the Latino Consent Decree with thanks. Ms. Carroll seconded the motion.

**Motion passed.**

E. Standing Item: Policy Update

1. **Policy 414.00 - Tobacco-Free Environment**

The Administrator for Policy, Planning & Intergovernmental Relations provided an overview of the changes made to the policy.

QUESTIONS/DISCUSSION

- It was noted the purpose statement extends to owned, leased and contracted. It also needs to include events and activates sponsored by SPPS.
- Need to get at the other piece of those who are not manufactures but sell tobacco
- Need to add reference to Advertising in the Schools policy.

**MOTION:** Ms. O'Connell moved the Committee of the Board recommend the Board of Education move Policy 414.00 – Tobacco-Free Environment forward to the September Board meeting for its first reading with the additional edits discussed. The motion was seconded by Ms. Carroll.

**Motion Passed.**

F. Standing Item: Referendum Update

A review of events being attended by the Board, Superintendent and Committee members was provided. The timing of notices was discussed. Board members expressed a desire to see the items before they go out.

G. Work Session

1. **Additional Board Meeting Dates**

The following dates for future Board and COB meetings were recommended to the Board for approval.

- |                |  |
|----------------|--|
| • March 5      | COB Meeting  |
| • March 19     | Board of Education Meeting (Ex Team)                           |
| • April 2      | COB Meeting  |
| • April 16     | Board of Education Meeting (Ex Team)                           |
| • May 7        | COB Meeting  |
| • May 21       | Board of Education Meeting (Ex Team)                           |
| • June 4       | Special Board of Education Meeting (Non-Renewals) – 4:00 p.m.  |
| • June 11      | COB Meeting  |
| • June 18      | Board of Education Meeting (Ex Team)                           |
| • July 16      | COB Meeting  |
| • July 16      | Board of Education Meeting (Ex Team)                           |
| • July 30      | COB Meeting - NAITONAL NIGHT OUT. 1 <sup>st</sup> Tuesday      |
| • August 20    | Board of Education Meeting (Ex Team)                           |
| • September 10 | COB Meeting  |
| • September 17 | Board of Education Meeting (Ex Team)                           |
| • October 1    | COB Meeting  |
| • October 15   | Board of Education Meeting (Ex Team)                           |
| • October 29   | COB Meeting  |
| •              |  |
| • November 12  | SPECIAL Board of Education Meeting (Canvass Votes) – 4:00 p.m. |

- November 19 Board of Education Meeting (Ex Team)
- December 3 COB Meeting
- December 17 Board of Education Meeting (Ex Team)

**MOTION: Ms. Seeba moved the Committee of the Board recommend the Board of Education approved the recommended dates for future Board and COB meetings. Mr. Hardy seconded the motion.**

Motion passed

**2. Board Check In**

This was a review of Board members processes with each member providing input on their views of how it is working.

The Board Secretary was instructed to make this a standing item on the COB agendas.

**3. Individual Board Development Plans**

Reviewed various upcoming conferences and discussed plans on who should attend.

**III. ADJOURNMENT**

**MOTION: Ms. Doran moved the meeting adjourn, seconded by Ms. Seeba.**

**Motion Passed 8:36 p.m.**

The meeting adjourned at 8:36 p.m.

Respectfully submitted,  
 Marilyn Polsfuss  
 Assistant Clerk



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

**DATE:** September 18, 2012

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

**A. PERTINENT FACTS:**

1. Jean Ronnei, Nutrition Services Director, was awarded the 2012 Golden Carrot Award. Ronnei earned the national award for her creative and cost-friendly approach to providing healthful obesity-fighting lunch options to the district's 39,000 students each day.

The Physician's Committee for Responsible Medicine (PCRM) established the Golden Carrot Awards in 2004 to recognize food service professionals doing an exceptional job of improving the healthfulness of school lunches. PCRM looks for programs that encourage kids to eat fresh fruits and vegetables and that offer plenty of vegetarian, low-fat, whole grain, and non-dairy options.

2. This item is submitted by Michelle J. Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education recognizes the staff and departments acknowledged above for their contributions and outstanding work.

# 2012 Referendum Update

SPPS Board of Education Meeting

September 18, 2012



# Purpose

The purpose of this presentation is provide the board an update on the 2012 referendum, with additional information on the plan for integrated technology in instruction.

# Agenda

- Overview of 2012 referendum
- Plans for integrated technology at SPPS
- Examples at SPPS
- Conclusion and questions

# 2012 Referendum

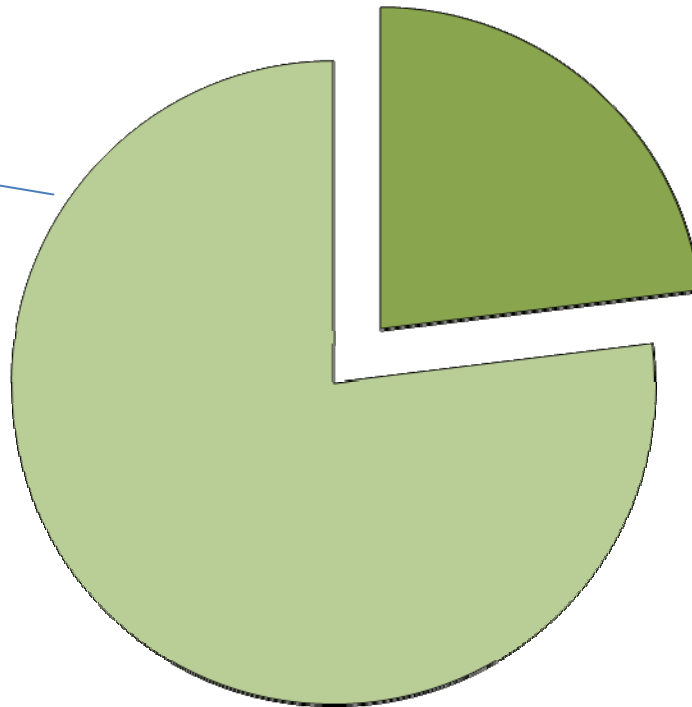


- In July, the board voted to ask voters in one question:
  - to renew the current referendum levy, which is \$647 per pupil, for eight years.
  - And, to increase the levy by \$175 per pupil for eight years.
- With these funds, \$39 million per year, continue the investments funded by the current referendum, and invest in personalized student learning through the integration of curriculum and technology.

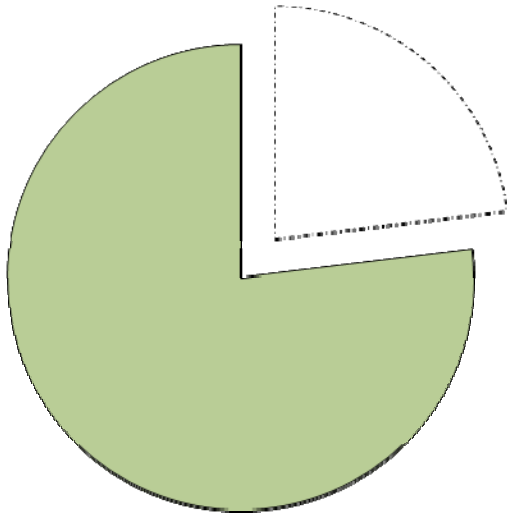
# Referendum Funding primarily for continuing programs

- Over 75% of the 2012 referendum funding would go to continuing current programs

\$30M to continue  
current programs



# Continue Current Investments



- Early education
  - All day kindergarten at schools
  - Pre-kindergarten
  - Early Childhood Family Education (ECFE)
- Elementary
  - Math and reading specialists in schools
- Secondary
  - Reduced class sizes for math and science
  - Additional guidance counselors for post-secondary preparation
- Specialized Learning
  - Funding for mandated Special Education and English Language Learner programs and services that are not fully funded by the state

# Results of Current Investments

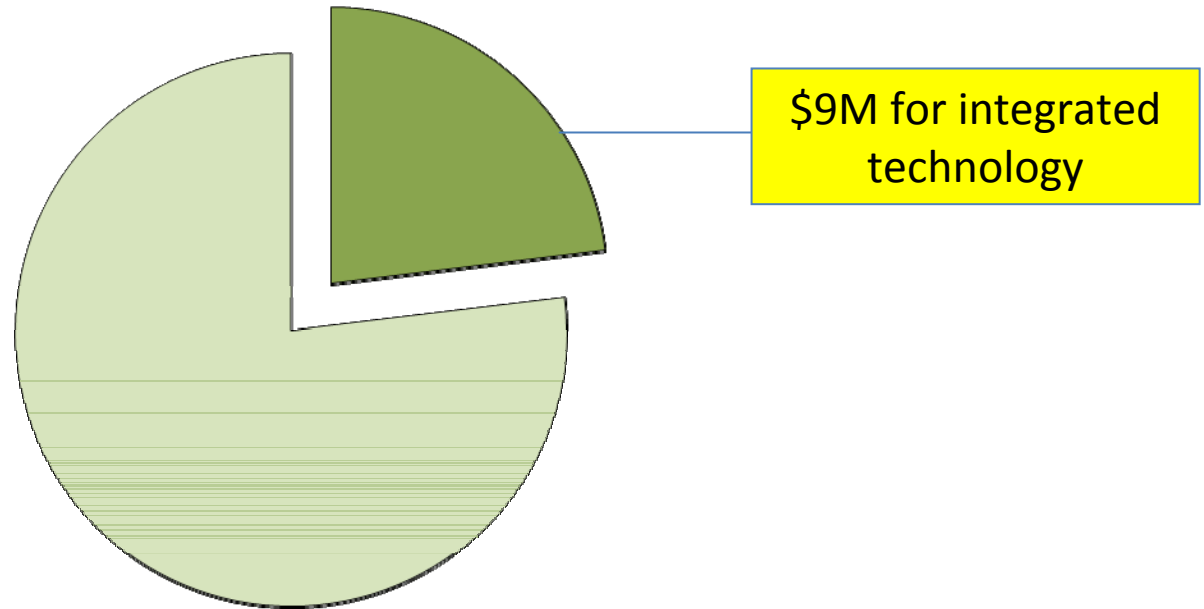
We have seen results from the current referendum investments

- 87% of SPPS pre-kindergartners are on-track for reading
- Students who participated in all-day SPPS kindergarten, performed over 4 percentage points higher on 3<sup>rd</sup> grade MCA math and reading tests than their classmates who did not attend SPPS kindergarten
- Student performance on MCA's have increased 9.2 percentage points since 2007
- Graduation rates have increased for all student groups; drop-out rates have been cut in half to 6%



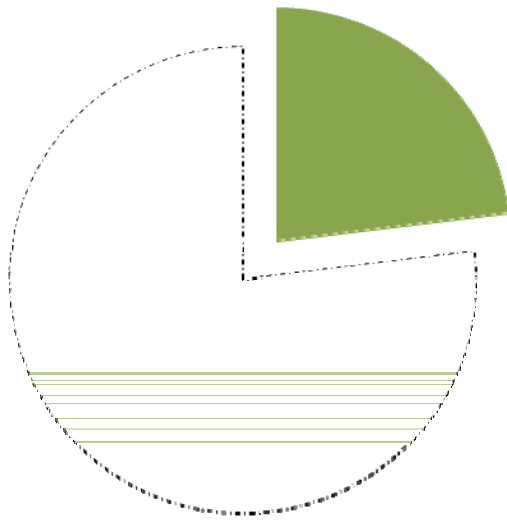
# Expanded Referendum Funding

With increased referendum funding, invest in:  
***Learning Transformed by Technology***, a personalized learning platform.



**Digital library** of teaching and learning tools

# Personalized Learning Platform



- **Digital library** of teaching and learning tools
- Combines technology and curriculum in a simple system that works on personal digital devices.
- Empowers teachers with the tools for: differentiated instruction, networking with colleagues, sharing best practices, and engaging with students and families.
- Unleashes the potential of students to learn anytime, anywhere, in a way that is customized to their pace and driven by their preferences.
- The investment will include investments in the platform, leadership and teacher training, classroom support, and curriculum development.

# Learning Transformed Files

**Name :** Javon

**Role :** 10<sup>th</sup> grade student



# Learning Transformed Files

**Name:** Javon

**Role:** 10<sup>th</sup> grade student



## **Learning Transformed:**

- In Geometry class, Mrs. Jackson started a new topic on congruent triangles. She gave us the choice of watching a video, participating in an interactive online tutorial, or joining her in the back of the room for a group lecture.

# Learning Transformed Files

**Name:** Javon

**Role:** 10<sup>th</sup> grade student



## **Learning Transformed:**

- I'm still confused about my Biology assignment. I'm going to check out an iPad, so that I can review today's lesson which is archived on the Learning Platform. If necessary, I'll chat with one of the virtual tutors on line.

# Learning Transformed Files

**Name :** Vanessa

**Role :** 3rd grade student



# Learning Transformed Files

**Name :** Vanessa

**Role :** 3rd grade student



## **Learning Transformed :**

- In Reading we're learning about autobiographies. We read a great one last week, and today in class we're going to have a video conference with the author! We can ask her lots of questions! I can't wait!

# Learning Transformed Files

**Name:** Vanessa

**Role:** 3rd grade student



## **Learning Transformed:**

- In Social Studies we're learning about forts. We read about the Alamo in our textbook, and then we did research on the Minnesota History Center website to learn about Fort Snelling. Tomorrow we're going on a field trip and we'll actually get to see it.



# Learning Transformed Files

**Name :** Susan

**Role :** Teacher



# Learning Transformed Files

**Name :** Susan

**Role :** Teacher

## **Learning Transformed :**

- In the second half of the class today, I had a remedial lesson from yesterday's topic. Some of the students self-selected to join the lesson, I invited others based on yesterday's short online quiz. I found the remedial lesson on the Learning Platform. Other teachers highly recommended it.



# Learning Transformed Files

**Name :** Susan

**Role :** Teacher



## **Learning Transformed :**

- This evening, I'm excited about chatting with four teachers from other high schools. We haven't seen each other since a PD in August, but we connected through the Learning Platform. They've got some really good ideas about keeping students engaged during the long narrative essay unit.

# Technology-Enhanced Instruction at SPPS

- Technology-enhanced instruction is already happening in pockets at SPPS Schools
- Today's speakers
  - **Battle Creek Middle School**
    - Jamin McKenzie (teacher)
  - **Capitol Hill GT Magnet**
    - Patrick Bryan (principal)
    - Gene Ward and Grace Raymond (instructional coaches)
    - Bobbie Thao (8<sup>th</sup> grade student)



# Battle Creek Middle School

## Earth Science Online

[http://bcms.spps.org/Earth\\_Science\\_Online.html](http://bcms.spps.org/Earth_Science_Online.html)



# Capitol Hill GT Magnet

- Teacher Perspective
- Interactive Science Blog
- Student Perspective/reflection
- Closing Remarks

# Teacher Perspective

- **Technology integration** supports adult and student learning, growth, accessibility and collaboration
- **Data driven** – which students need additional resources and what is available
- **Infrastructure** (time, human resources, and professional development)



## Recent Topics / Posts

- Measuring Water Use
- Nature Journaling:  
Sketching and  
Observations
- Naming Spheres in Earth  
Science
- Sphere

Interactive Science Blog <http://capitolhillscience8.wordpress.com>



# Impact on Student Learning

For students, integrated technology in the classroom is:

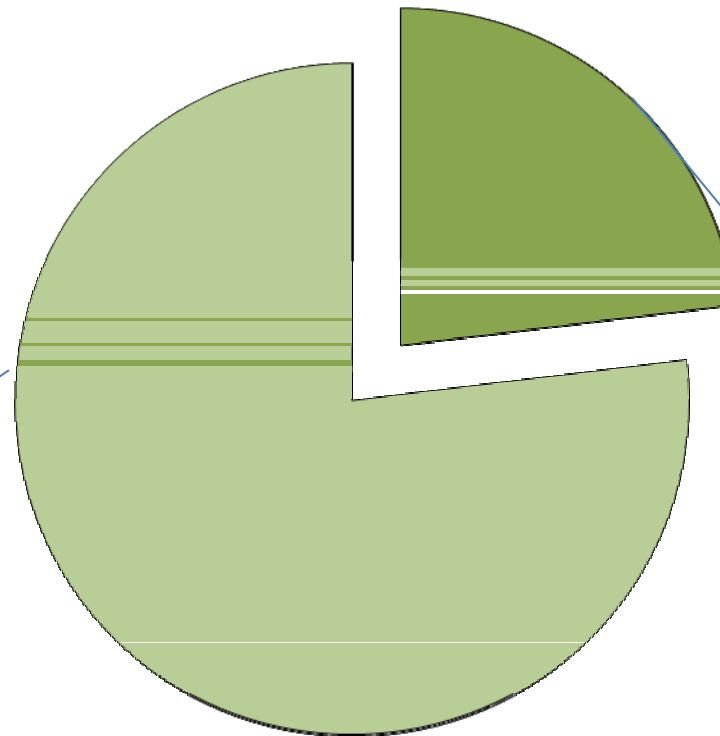
- An essential tool
- Motivating
- Meaningful

# Referendum 2012

- Reminder: the bulk of the referendum ask is to continue critical programs for students.

## **\$30M to CONTINUE**

- All-day KG
- Pre-K
- Elementary reading and math support
- Reduced class sizes for secondary reading and math
- Funding for Special Education and ELL programs



## **\$9M INCREASE for**

- Improved student learning and engagement through instruction enhanced by technology
- Digital library of tools to deliver personalized instruction

# Questions?



# *Strong Schools, Strong Communities* Year In Review

Board of Education Meeting  
September 18, 2012



# Purpose

- The purpose of this presentation is to update the board on the progress of the *Strong Schools, Strong Communities (SSSC)* strategic plan over the past year.



# Agenda

- The structure of the report
- Planning and project management
- Implementation and action taken
- Tracking, reporting, updates to plan
- Looking forward





# Year In Review Structure

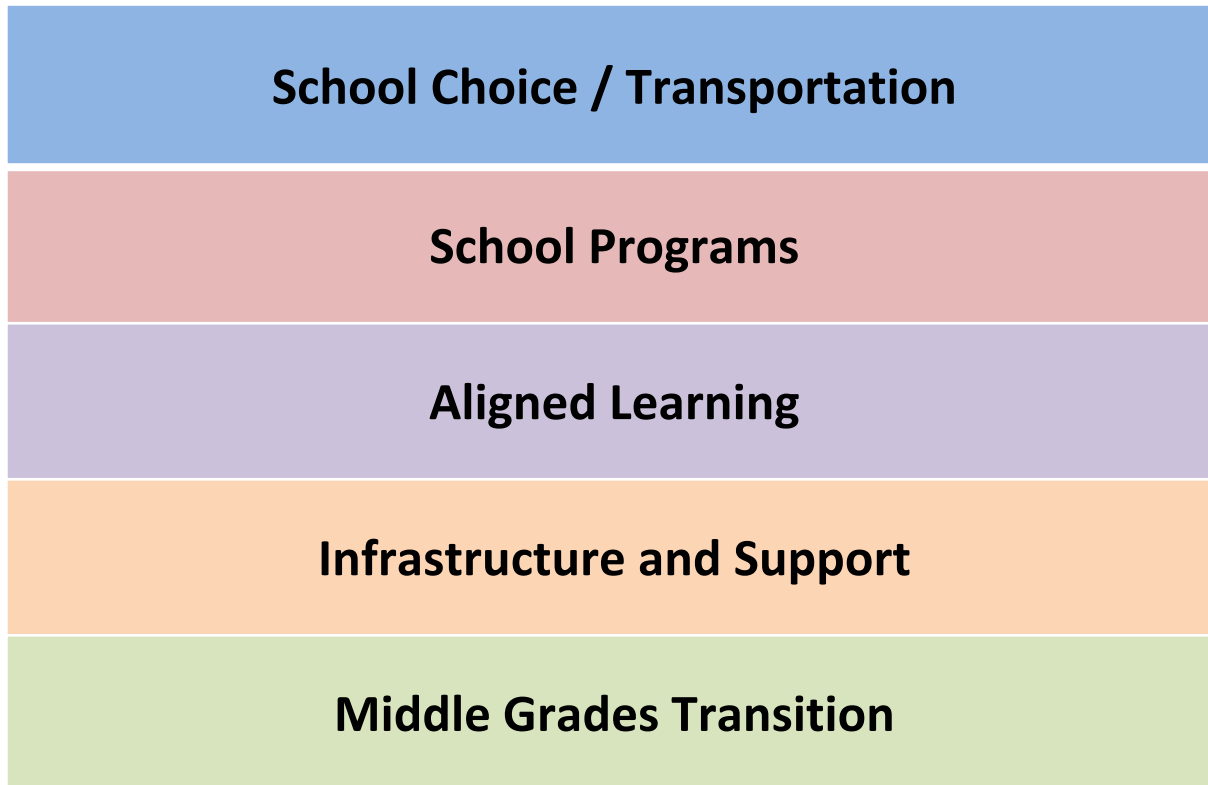
The Year In Review report will be structured according the following three phases





# SSSC Project Management

- An implementation project plan has been developed to manage the major changes that will occur for the 2013-14 school year.
- The plan is separated into five categories







# SSSC Project Management

Highlights under each of the areas include:

## School Choice / Transportation

- Determining Community School Zones
- Launching new school choice system

## School Programs

- Building transitions
- Confirming articulations, pathways, and school-specific programs

## Aligned Learning

- Developing framework
- Monitoring progress of implementation and PD

## Infrastructure and Support

- Accountability
- Partnerships
- Budget/Finance

## Middle Grades Transition

- Teacher certification, recruitment, and placement
- Parkway program development and building transition
  - Curriculum and practice development



# Community Focus

SSSC has increased the focus community

- High schools and Grades 6-12 schools transitioned to area-based community schools
- Increased community outreach
  - Back to School / enrollment canvassing
  - Scheduled SSSC community meetings





# School Allocations

- FY13 budget allocated \$18.9 million more directly to schools compared to FY12.
- Met SSSC class size targets for 2012-13 school allocation projections





# Aligned Learning

Met all of the aligned learning indicators in content areas, at all grades

- 100% of most recent standards prioritized and “unpacked”
- 100% of sequencing guides established and aligned to standards
- 100% of annual instructional rubric aligned with achievement data





# Performance Management

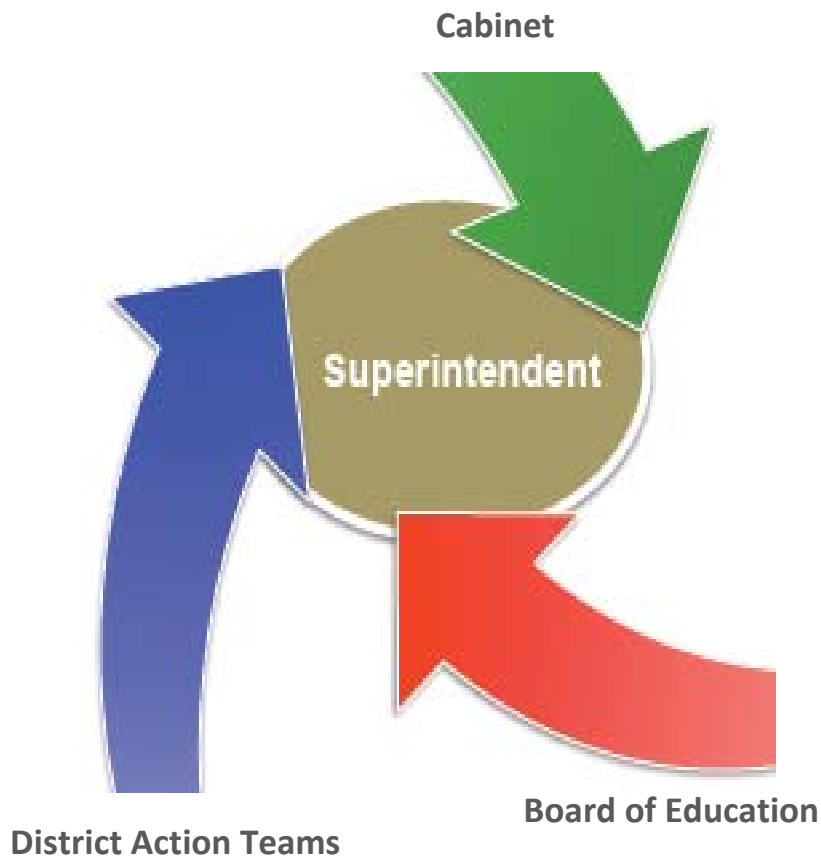
More observations, evaluations, and performance reviews were conducted than in recent years past

- Approximately 8,000 classroom observations
- Evaluations for all principals
- 943 performance reviews for district administration



# District Action Teams

District Action Teams (DAT) provided input on SSSC



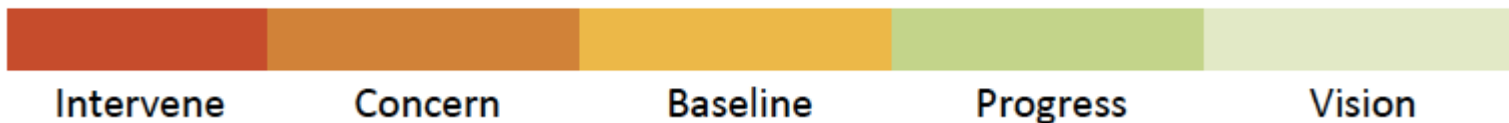
- June 2011 – Nine DATs were formed
- December 2011 - DATs presented recommendations
- January 2012 - District responded to recommendations
- Ongoing – District is tracking the implementation of those recommendations



# Vision Cards

- SSSC progress is tracked through 8 vision cards
- Completed Year 1 cycle of vision card presentations
- Schedule has been set for year two vision card presentations

## VisionCard Levels



# Updates to SSSC Plan

- Some details of the plan have been changed
  - Regional IB changed from Parkway to Hazel Park, due to requirements of IB organization
  - Como Park HS made an option for Area C Language Academy students for 2012-13 school year







# SSSC Year 2 Preview

- The district will be preparing for major elements of SSSC that go into effect in the 2013-14 school year.
  - Elementary schools will transition to grades K – 5
  - Middle schools will transition to grades 6 – 8
  - Community elementary schools will transition to Area focus



# Questions?



**HUMAN RESOURCE TRANSACTIONS**  
 (July 31, 2012 through August 28, 2012)  
**September 18, 2012**

**NEW APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Johnson Jr, A.	Central Administrator	08/23/2012	\$35.51	Humboldt High School
Kaufmann, J. A.	Central Administrator	08/20/2012	\$47.60	Colborne Admin Offices
Acik, S.	Classroom Teacher	08/27/2012	\$44.89	L'Etoile du Nord French Immersion
Ambrosius, M. J.	Classroom Teacher	08/27/2012	\$24.27	Cherokee Heights
Appel, A. C.	Classroom Teacher	08/27/2012	\$24.27	Farnsworth Aerospace 5-8
Askew, E. L.	Classroom Teacher	08/27/2012	\$24.27	Mississippi Creative Arts
Ayers, D. K.	Classroom Teacher	08/27/2012	\$42.65	Hazel Park Preparatory
Azen, P. D.	Classroom Teacher	08/27/2012	\$26.00	Hazel Park Preparatory
Baldrige, A. E.	Classroom Teacher	08/27/2012	\$29.45	Johnson Achievement Plus
Battin, L. M.	Classroom Teacher	08/27/2012	\$25.81	Highland Park Senior
Besel, D. M.	Classroom Teacher	08/27/2012	\$31.09	Randolph Heights
Bisch, J.	Classroom Teacher	08/27/2012	\$36.12	Ronald M Hubbs Center
Blonski, J. M.	Classroom Teacher	08/27/2012	\$28.41	American Indian Magnet
Blue, L. A.	Classroom Teacher	08/27/2012	\$24.27	Frost Lake Magnet
Bolar Boly, M. H.	Classroom Teacher	08/27/2012	\$28.41	L'Etoile du Nord French Immersion
Borgwardt, A.	Classroom Teacher	08/27/2012	\$27.68	Daytons Bluff
Burris, S. A.	Classroom Teacher	08/27/2012	\$27.18	Johnson Senior High
Busacker, B. R.	Classroom Teacher	08/27/2012	\$35.37	Open World Learning Community
Candella, D. S.	Classroom Teacher	08/27/2012	\$29.45	Galtier Magnet
Canepa-Green, A. M.	Classroom Teacher	08/27/2012	\$24.27	Adams Spanish Immersion
Carlson, K. A.	Classroom Teacher	08/27/2012	\$24.27	Hazel Park Preparatory
Chermack, S. J.	Classroom Teacher	08/27/2012	\$29.68	Washington Tech Secondary
Coronado, E.	Classroom Teacher	08/27/2012	\$25.81	Wellstone Elementary
Dmytrenko, A. A.	Classroom Teacher	08/27/2012	\$27.18	Open World Learning Community

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**NEW APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Downs, S. M.	Classroom Teacher	08/27/2012	\$37.68	Humboldt High School
Easty, Z. J.	Classroom Teacher	08/27/2012	\$25.17	Washington Tech Secondary
Feiock, N. D.	Classroom Teacher	08/27/2012	\$25.17	Battle Creek Middle
Fenlon, E. E.	Classroom Teacher	08/27/2012	\$27.18	American Indian Magnet
Fick, K. J.	Classroom Teacher	08/27/2012	\$26.44	Wellstone Elementary
Fidelman, D. L.	Classroom Teacher	08/27/2012	\$26.95	Galtier Magnet
Fischer, A. M.	Classroom Teacher	08/27/2012	\$26.00	Hazel Park Preparatory
Fisher, R.	Classroom Teacher	08/27/2012	\$26.95	The Heights Community
Foster, A. R.	Classroom Teacher	08/27/2012	\$26.00	The Heights Community
Frank, D. N.	Classroom Teacher	08/27/2012	\$24.27	Johnson Achievement Plus
Garvey, K. R.	Classroom Teacher	08/27/2012	\$29.68	Farnsworth Aerospace K-4
Gaylord, A.	Classroom Teacher	08/27/2012	\$46.33	Johnson Senior High
Gehrman, N. L.	Classroom Teacher	08/27/2012	\$24.27	Obama Service Learning
Gertz, A. J.	Classroom Teacher	08/27/2012	\$26.00	Wellstone Elementary
Goggleye, T. L.	Classroom Teacher	08/27/2012	\$27.18	American Indian Magnet
Good, M. K.	Classroom Teacher	08/27/2012	\$27.18	Como Service Center
Green, J. S.	Classroom Teacher	08/27/2012	\$25.17	American Indian Magnet
Grodin, J.	Classroom Teacher	08/27/2012	\$28.41	Benjamin Mays/Museum
Gulsvig, T. A.	Classroom Teacher	08/27/2012	\$26.59	Central Senior High
Halverson, J. L.	Classroom Teacher	08/27/2012	\$25.81	Riverview School
Harmon, B. L.	Classroom Teacher	08/27/2012	\$35.57	Highland Park Middle
Heir, E. S.	Classroom Teacher	08/27/2012	\$25.17	Benjamin Mays/Museum
Hoff, K. A.	Classroom Teacher	08/27/2012	\$35.37	Horace Mann School
Holle, D. P.	Classroom Teacher	08/27/2012	\$24.27	Benjamin Mays/Museum

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**NEW APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Huser, E. C.	Classroom Teacher	08/27/2012	\$24.27	Johnson Achievement Plus
Jameson, D.	Classroom Teacher	08/27/2012	\$48.62	Johnson Achievement Plus
Jandro, J.	Classroom Teacher	08/27/2012	\$25.81	Highland Park Senior
Janson, K. A.	Classroom Teacher	08/27/2012	\$35.57	Ramsey Junior High
Kallmes, J. R.	Classroom Teacher	08/27/2012	\$27.18	American Indian Magnet
Koshoshek, K. A.	Classroom Teacher	08/27/2012	\$24.27	Galtier Magnet
Krause, C. L.	Classroom Teacher	08/27/2012	\$41.17	Cherokee Heights School
Kuhlers, K. C.	Classroom Teacher	08/20/2012	\$31.33	Cherokee Heights School
Kuntz, J. M.	Classroom Teacher	08/27/2012	\$38.59	Homecroft Building
LaFrance, J. M.	Classroom Teacher	08/27/2012	\$28.41	Cherokee Heights School
LaMarche, G. J.	Classroom Teacher	07/16/2012	\$33.25	Washington Tech Secondary
Larson, E. A.	Classroom Teacher	08/27/2012	\$25.81	Benjamin Mays/Museum
Larson, L. M.	Classroom Teacher	08/27/2012	\$24.27	The Heights Community
Lee, M.	Classroom Teacher	08/27/2012	\$24.27	American Indian Magnet
Lehnherr, C. R.	Classroom Teacher	08/27/2012	\$27.18	Humboldt High School
Lenart, K. L.	Classroom Teacher	08/27/2012	\$30.62	Como Service Center
Leviton, B. L.	Classroom Teacher	08/27/2012	\$42.65	Washington Tech Secondary
Malecki, M. X.	Classroom Teacher	08/27/2012	\$25.81	Benjamin Mays/Museum
Mattlin, A. D.	Classroom Teacher	08/27/2012	\$25.81	Highwood Hills
McAfee, S. A.	Classroom Teacher	08/27/2012	\$25.17	Linwood Monroe Arts (K-3)
Medin, B. M.	Classroom Teacher	08/27/2012	\$29.45	Wellstone Elementary
Moua, G. C.	Classroom Teacher	08/27/2012	\$29.45	Jackson Preparatory
Nass, J. D.	Classroom Teacher	08/27/2012	\$25.81	Cherokee Heights School
O'Byrne, J. A.	Classroom Teacher	08/27/2012	\$32.29	Benjamin Mays/Museum
Olmedo, S. C.	Classroom Teacher	08/27/2012	\$24.27	Johnson Achievement Plus

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**NEW APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Olubajo, N. T.	Classroom Teacher	08/27/2012	\$29.45	Humboldt High School
Otto, L. M.	Classroom Teacher	08/27/2012	\$25.17	Washington Tech Sec Magnet
Peterson, A. M.	Classroom Teacher	08/27/2012	\$25.17	Johnson Senior High
Priester, M. A.	Classroom Teacher	08/27/2012	\$26.44	Johnson Achievement Plus
Retnani, K.	Classroom Teacher	08/27/2012	\$27.68	L'Etoile du Nord French Immersion
Sanford, C. L.	Classroom Teacher	08/27/2012	\$35.57	Daytons Bluff
Schroeder, A. L.	Classroom Teacher	08/27/2012	\$26.95	Highland Park Senior
Schultz, J. J.	Classroom Teacher	08/27/2012	\$25.81	Riverview School
Seeck, C. E.	Classroom Teacher	08/27/2012	\$24.27	Battle Creek Middle
Sheedy, J. S.	Classroom Teacher	08/20/2012	\$25.81	Highland Park Middle
Spiess, A. C.	Classroom Teacher	08/27/2012	\$45.42	Galtier Magnet
Stensgaard, B.	Classroom Teacher	08/27/2012	\$24.27	Washington Tech Sec Magnet
Storelee, S. L.	Classroom Teacher	08/27/2012	\$40.29	Como Park Senior High
Thao, P. T.	Classroom Teacher	08/27/2012	\$31.94	Eastern Heights
Un, S.	Classroom Teacher	08/13/2012	\$38.39	Battle Creek Environmental
Vang-Lee, Z.	Classroom Teacher	08/27/2012	\$27.54	Homecroft Building
Vargas, C. R.	Classroom Teacher	08/27/2012	\$26.00	Wellstone Elementary
Vue, Z.	Classroom Teacher	08/27/2012	\$27.68	Cherokee Heights
Wedwick, C. L.	Classroom Teacher	08/27/2012	\$27.18	Daytons Bluff
Wichterman, J. M.	Classroom Teacher	08/27/2012	\$32.32	American Indian Magnet
Wiesner, S. S.	Classroom Teacher	08/27/2012	\$24.27	Highland Park Elementary
Woodberry, J. M.	Classroom Teacher	08/27/2012	\$20.85	Crossroads Montessori
White, E. K.	ELL Teacher	08/27/2012	\$24.27	Maxfield Magnet
Amundson, D. L.	Early Education Teacher	08/01/2012	\$23.75	Chelsea Heights

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**NEW APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Obasi, C. C.	Nurse	08/27/2012	\$46.51	Hazel Park Preparatory
Barkholtz, J. E.	Occupational Therapist	08/27/2012	\$26.44	Cherokee Heights
Becker, C. H.	Special Education Teacher	08/27/2012	\$28.13	Washington Tech Sec Magnet
Burnham, R. L.	Special Education Teacher	08/27/2012	\$28.41	Maxfield Magnet
Erwin, L. M.	Special Education Teacher	08/27/2012	\$27.18	Ramsey Junior High
Gill, C. C.	Special Education Teacher	08/27/2012	\$28.13	Washington Tech Sec Magnet
Greco, J. I.	Special Education Teacher	08/27/2012	\$48.62	Boys Totem Town
Hagen, K. M.	Special Education Teacher	08/27/2012	\$27.18	American Indian Magnet
Jacoway, K. N.	Special Education Teacher	08/27/2012	\$28.41	Como Park Senior High
Loftus, J. L.	Special Education Teacher	08/27/2012	\$24.27	Wheelock Early Educ Center
McVey, A. E.	Special Education Teacher	08/27/2012	\$24.27	Maxfield Magnet
Muellenberg, R.	Special Education Teacher	08/27/2012	\$26.59	Boys Totem Town
Paquette, E. J.	Special Education Teacher	08/27/2012	\$31.09	Journey's Secondary School
Ramji, R. M.	Special Education Teacher	08/27/2012	\$27.18	Humboldt High School
Reed, A. A.	Special Education Teacher	08/27/2012	\$31.09	Washington Tech Sec Magnet
Sarne, M. M.	Special Education Teacher	08/27/2012	\$26.44	Hazel Park Preparatory
Schletty, K. J.	Special Education Teacher	08/27/2012	\$42.65	Highwood Hills
Sherrod, S.	Special Education Teacher	08/27/2012	\$42.96	Washington Tech Sec Magnet

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**NEW APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Tennant, C. A.	Special Education Teacher	08/27/2012	\$27.18	Rondo Education Center
Thompson, G. M.	Special Education Teacher	08/27/2012	\$25.81	Washington Tech Sec Magnet
Timian, S. M.	Speech Pathologist	08/27/2012	\$29.55	The Heights Community School
Holle, D. M.	School/Community Professional	01/04/2012	\$20.58	Rondo Education Center
Johanson, K. E.	School/Community Professional	08/27/2012	\$21.00	Journey's Secondary
Kolb, N.	School/Community Professional	09/04/2012	\$26.20	Highland Park Senior
Rodney, J. M.	School/Community Professional	09/04/2012	\$18.30	Journey's Secondary
Sprague, T. G.	School/Community Professional	08/27/2012	\$26.20	Riverview School
Weber, E. C.	School/Community Professional	09/04/2012	\$18.95	Journey's Secondary
Dah, D.	Education Assistant	09/10/2012	\$16.07	Linwood Monroe Arts (4-8)
Htoo, L.	Education Assistant	08/27/2012	\$13.54	No Assigned Bldg - Misc
Sigurdson, S. L.	Education Assistant	08/27/2012	\$29.87	Belwin Outdoor Science
Stark, M. L.	Education Assistant	08/27/2012	\$14.06	Expo for Excellence
Zar, A. N.	Education Assistant	08/27/2012	\$16.80	Como Park Senior High
Barnes, R. R.	Teaching Assistant	09/04/2012	\$14.51	Washington Tech Sec Magnet
Bouissieres, B. P.	Teaching Assistant	09/04/2012	\$11.18	L'Etoile du Nord French Immersion
Kigin, J. A.	Teaching Assistant	09/04/2012	\$12.39	L'Etoile du Nord French Immersion
Lu, X.	Teaching Assistant	09/04/2012	\$12.39	Benjamin Mays/Museum
Walker, L. L.	Clerical	08/20/2012	\$17.09	Expo for Excellence



**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**NEW APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Benson, S. A.	Custodian	07/24/2012	\$22.23	Como Service Center
Paradez, D. K.	Custodian	07/24/2012	\$22.23	Como Service Center
Pillen, C. M.	Custodian	08/13/2012	\$22.23	Como Service Center
Roche, N. R.	Custodian	08/06/2012	\$14.31	Como Service Center
Delgado, A. M.	Nutrition Services Personnel	08/15/2012	\$10.40	Johnson Senior High
Koch, S. L.	Nutrition Services Personnel	08/15/2012	\$10.40	Como Service Center
Lang, J. D.	Nutrition Services Personnel	08/15/2012	\$10.40	Harding Senior High
Lawrynowicz, J. C.	Nutrition Services Personnel	08/15/2012	\$10.40	Central Senior High
Olson, J. S.	Nutrition Services Personnel	08/15/2012	\$10.40	Highland Park Senior
Rakotz, S. A.	Nutrition Services Personnel	08/15/2012	\$10.40	International Academy - LEAP
Richardson, M. L.	Nutrition Services Personnel	08/15/2012	\$10.40	Johnson Senior High
Whiting, C. E.	Nutrition Services Personnel	08/15/2012	\$10.40	Como Park Senior High
LeBeau, B. C.	Professional Employee	08/06/2012	\$31.00	Colborne Admin Offices
Lindner, J. A.	Professional Employee	08/20/2012	\$39.57	Colborne Admin Offices
Smith, J. L.	Professional Employee	09/04/2012	\$23.51	Title I Funded Programs
Swanson, L. J.	Technical	08/06/2012	\$24.45	Colborne Admin Offices

**PROMOTION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Lee, B.	Central Administrator Career Progression	07/02/2012	\$48.30	Colborne Admin Offices
Snow, L. D.	Central Administrator From: Classroom Teacher	08/07/2012	\$46.15	ALC Extended Day (1780 W 7th)
Britain, K. M.	Classroom Teacher From: Teaching Assistant	08/27/2012	\$29.68	Johnson Achievement Plus

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**PROMOTION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Kreitzer, K. E.	Classroom Teacher From: Teaching Assistant	08/27/2012	\$27.18	Benjamin Mays/Museum
Lombard, J.	Classroom Teacher From: Teaching Assistant	08/27/2012	\$24.27	Maxfield Magnet
Qin, Q.	Classroom Teacher From: Teaching Assistant	08/27/2012	\$24.27	Benjamin Mays/Museum
Seidel, L.	Classroom Teacher From: Teaching Assistant	08/27/2012	\$28.13	Benjamin Mays/Museum
Severson, L. A.	Classroom Teacher From: Professional Employee	08/27/2012	\$34.18	Frost Lake Magnet
Leepalao, Y.	Nurse From: Education Assistant	08/27/2012	\$33.97	Open World Learning Community
McCollor, F. M.	Principal Career Progression	08/06/2012	\$64.19	Washington Tech Sec Magnet
Eustis, Z. S.	Special Education Teacher From: Teaching Assistant	08/27/2012	\$27.18	Highwood Hills
Howard, E.	Special Education Teacher From: Teaching Assistant	08/27/2012	\$29.36	Central Senior High
Finn, M. D.	Clerical Career Progression	07/01/2012	\$27.59	Washington Tech Sec Magnet
Bartos, C. L.	Nutrition Services Personnel Career Progression	08/20/2012	\$20.60	St. Paul Music Academy
Gisch, J. P.	Nutrition Services Personnel Career Progression	07/16/2012	\$24.86	Como Service Center
Lathrop, J. K.	Nutrition Services Personnel Career Progression	08/20/2012	\$20.60	Four Seasons A+
Lindahl, M.	Nutrition Services Personnel Career Progression	08/20/2012	\$20.60	Battle Creek Environmental

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**PROMOTION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Abrams, D.	Professional Employee Career Progression	07/01/2012	\$41.15	Colborne Admin Offices
Yang, P. N.	Research and Evaluation Career Progression	07/23/2012	\$34.27	Colborne Admin Offices
Heinrichs, M.	Supervisory From: Professional Employee	07/02/2012	\$48.69	Colborne Admin Offices

**TEMPORARY APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Francisco, L. A.	Classroom Teacher From: Education Assistant	08/27/2012	\$32.29	Ronald M Hubbs Center
Radke, B. A.	Classroom Teacher	08/27/2012	\$24.27	Obama Service Learning
Yan, C.	Classroom Teacher	08/27/2012	\$29.45	Benjamin Mays/Museum
Zhou, H.	Classroom Teacher	08/27/2012	\$26.44	Benjamin Mays/Museum
Sokola, A. K.	Special Education Teacher	08/27/2012	\$25.17	Wheelock Early Educ Center

**LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Moua, B.	Professional Employee	08/09/2012	Colborne Admin Offices
Zamarripa, B. J.	Technical	07/18/2012	Colborne Admin Office

**REINSTATEMENT AFTER LAYOFF**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Denisson, K. B.	Bricklayer	04/23/2012	\$31.85	Como Service Center
Flores, M. E.	Clerical	08/20/2012	\$16.58	Crossroads Montessori

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**REHIRE AFTER RESIGNATION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Adili, Z. K.	Classroom Teacher	08/27/2012	\$42.65	Highland Park Senior
Askew Feeney, A. K.	Classroom Teacher	08/27/2012	\$26.44	American Indian Magnet
Beese, D. J.	Classroom Teacher	08/27/2012	\$42.65	Cherokee Heights
Chisholm, C. S.	Classroom Teacher	08/27/2012	\$27.68	Benjamin Mays/Museum
Davenport, K. L.	Classroom Teacher	08/27/2012	\$24.27	Wellstone Elementary
Edwards, D. K.	Classroom Teacher	08/27/2012	\$27.89	Benjamin Mays/Museum
Eichten, R.	Classroom Teacher	08/27/2012	\$25.17	L'Etoile du Nord French Immersion
Erickson, K. G.	Classroom Teacher	08/27/2012	\$24.27	Como Park Senior
Imbertson, D. A.	Classroom Teacher	08/27/2012	\$24.27	Bruce F Vento Elementary
Jarvis-Hill, J. M.	Classroom Teacher	08/27/2012	\$30.62	Galtier Magnet
Keeler, L.	Classroom Teacher	08/27/2012	\$34.23	Washington Tech Sec Magnet
Lynch, J. J.	Classroom Teacher	08/27/2012	\$27.68	Como Park Elementary
Melo, G. L.	Classroom Teacher	08/27/2012	\$24.27	Riverview School
Minke-Joubert, R. K.	Classroom Teacher	08/27/2012	\$25.17	Obama Service Learning
Nichols, S. D.	Classroom Teacher	08/27/2012	\$25.10	Galtier Magnet
Palmer, R. A.	Classroom Teacher	08/27/2012	\$42.01	Open World Learning Community
Riederer, H. E.	Classroom Teacher	08/27/2012	\$35.57	Johnson Senior High
Ritter, D. R.	Classroom Teacher	08/27/2012	\$26.95	Highland Park Middle
Shepherd, S.	Classroom Teacher	08/27/2012	\$33.97	Galtier Magnet

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**REHIRE AFTER RESIGNATION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Siong, C.	Classroom Teacher	08/27/2012	\$32.32	Bruce F Vento Elementary
Sparkman, K. R.	Classroom Teacher	08/20/2012	\$43.84	Central Senior High
Teefy, P. L.	Classroom Teacher	08/27/2012	\$40.79	Highland Park Middle
Whittaker, A. L.	Classroom Teacher	08/20/2012	\$27.54	Benjamin Mays/Museum
Wroblewski, A. K.	Classroom Teacher	08/27/2012	\$31.94	Eastern Heights
Holey, K. L.		08/27/2012	\$27.68	Hazel Park Preparatory
Lahr, J.	Special Education Teacher	08/27/2012	\$36.39	Battle Creek Middle School
Lindberg, B. D.	Special Education Teacher	08/27/2012	\$42.65	RiverEast Elem/Secondary
Miller, J. L.	Special Education Teacher	08/27/2012	\$24.27	Harding Senior High
Mog, J. L.	Special Education Teacher	08/27/2012	\$33.24	New Connections Treatment Ctr
O'Keeffe, L.	Special Education Teacher	08/27/2012	\$46.33	Anna Westin House
Tauer, H. A.	Special Education Teacher	08/27/2012	\$42.65	Hazel Park Preparatory Academy
Krasin, K. A.	Speech Pathologist	08/27/2012	\$34.18	Battle Creek Environmental Mag
Hadi, M. D.	School/Community Professional	09/04/2012	\$31.94	Colborne Admin Offices
Tyson, A. A.	School/Community Professional	09/04/2012	\$22.88	Farnsworth Aerospace Mgmt K-4

**REINSTATEMENT FROM LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Chang, A. K.	Classroom Teacher	08/27/2012	L'Etoile du Nord French Immrsn
Kohaneck, J. L.	Classroom Teacher	07/30/2012	Crossroads Montessori
McQuiston, L. J.	Classroom Teacher	07/30/2012	Crossroads Montessori

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**REINSTATEMENT FROM LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Vernosh, R. M.	Classroom Teacher	08/13/2012	Plato Admin Offices
Watson, J. A.	ELL Teacher	08/20/2012	Humboldt High School
Funk, D. J.	Clerical	08/06/2012	Plato Admin Offices
Otis, J. F.	Plumber	08/06/2012	Como Service Center

**CHANGE IN TITLE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Christensen, J.	Classroom Teacher From: Teacher on Special Assignment	08/27/2012	\$43.34	St. Paul Music Academy
Hafiz, A.	Classroom Teacher From: Teacher on Special Assignment	08/13/2012	\$33.85	Plato Admin Offices
Knudsen, J.	Classroom Teacher From: Teacher on Special Assignment	08/27/2012	\$46.33	Journey's Secondary School
Vashisht, R.	Classroom Teacher From: Teacher on Special Assignment	08/27/2012	\$48.62	Como Park Senior High
Sjoberg, K. E.	Teacher on Special Assignment From: Classroom Teacher	08/13/2012	\$42.72	Colborne Admin Offices
Bierman, M.	Assistant Director, Equity From: Assistant Director, Curriculum, Instruction and Professional Development	7/1/2012	\$52.81	Colborne Admin Offices
Cacy, J. M.	Supervisor, Discovery Club From: Director, Student Placement	08/28/2012	\$54.08	Student Placement Center

**SUSPENSION WITHOUT PAY**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>
S., A.	Custodian	Ten Days

**RETIREMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Garrison, M. M.	Central Administrator	08/11/2012	Colborne Admin Offices
Hall, N. F.	Classroom Teacher	08/15/2012	Benjamin Mays/Museum
Reeve, S. A.	Classroom Teacher	06/15/2012	Mississippi Creative Arts
Vanderborght, A.	Classroom Teacher	08/16/2012	Hazel Park Preparatory
Erickson, J.	ELL Teacher	06/12/2012	Mississippi Creative Arts
Quinlan, D. R.	Central Administrator	12/01/2012	Colborne Admin Offices
Goss, J.	School/Community Professional	06/12/2012	Phalen Lake Hmong Studies

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**RETIREMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Berglof, T. A.	Teaching Assistant	08/15/2012	Hazel Park Preparatory
Ruccolo, C.	Teaching Assistant	09/05/2012	Rondo Education Center
Stevens, B.	Teaching Assistant	09/01/2012	Wheelock Early Education Center
Sattler, B. J.	Clerical	01/01/2013	Colborne Admin Offices
Dezelar, G. J.	Nutrition Services Personnel	09/29/2012	Johnson Senior High
Canlas, E.	Professional Employee	12/01/2012	Colborne Admin Offices

**RESIGNATION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Cartier, M. D.	Classroom Teacher	08/11/2012	Farnsworth Aerospace 5-8
Cullen, S.	Classroom Teacher	08/16/2012	Bruce F Vento Elementary
King, C. A.	Classroom Teacher	08/22/2012	Galtier Magnet
Kramer, E.	Classroom Teacher	08/04/2012	JJ Hill Montessori
Lamkin, E. S.	Classroom Teacher	08/14/2012	Riverview School
Lanier, V.	Classroom Teacher	11/15/2012	Central Senior High
Morrow, E. C.	Classroom Teacher	08/25/2012	Capitol Hill Magnet
Olivares, E. A.	Classroom Teacher	08/21/2012	Riverview School
Plum, E. N.	Classroom Teacher	08/18/2012	Washington Tech Sec Magnet
Remsing, J.	Classroom Teacher	08/09/2012	Washington Tech Sec Magnet
Stueber, L.	Classroom Teacher	08/23/2012	Battle Creek Environmental
Tveitbakk, A.	Classroom Teacher	08/16/2012	Jackson Preparatory
VandenBoogart, N.	Classroom Teacher	08/03/2012	Bruce F Vento Elementary
Hoglund, A. M.	Nurse	08/10/2012	Bruce F Vento Elementary
Flucas, S. T.	Principal	07/11/2012	Daytons Bluff
Ongstad, A. J.	Social Worker	07/29/2012	Adams Spanish Immersion

**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**RESIGNATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Bianconi, H. M.	Special Education Teacher	08/03/2012	Bruce F Vento Elementary
Frederick, G. A.	Special Education Teacher	06/12/2012	Bridge View
Huyen, R.	Special Education Teacher	09/01/2012	Boys Totem Town
Larson, T. J.	Special Education Teacher	08/13/2012	Ramsey Junior High
Moore, G.	Special Education Teacher	08/17/2012	Humboldt Jr High
Ritchie, R. L.	Special Education Teacher	08/02/2012	Humboldt Jr High
Stokes, G. H.	Special Education Teacher	08/18/2012	Capitol Hill Magnet
Cash, H. M.	Education Assistant	09/05/2012	Expo for Excellence
Knighten, D. P.	Education Assistant	08/27/2012	Focus Beyond (Gr 7-Adult)
Nathan, L. R.	Education Assistant	08/25/2012	Horace Mann School
Orttel, E. M.	Education Assistant	08/09/2012	Humboldt High School
Perry, D. S.	Education Assistant	08/01/2012	Farnsworth Aerospace 5-8
Schoenberg, N.	Education Assistant	08/18/2012	Expo for Excellence
Spearman, M. A.	Education Assistant	07/24/2012	Washington Tech Sec Magnet
Sweeney, H. C.	Education Assistant	08/06/2012	Rondo Education Center
Badman, J.	Teaching Assistant	08/21/2012	Riverview School
Bifulk, M. N.	Teaching Assistant	09/01/2012	Harding Senior High
Blatcher, K. N.	Teaching Assistant	09/05/2012	Rondo Education Center
Chambers, S. M.	Teaching Assistant	09/05/2012	Nokomis Montessori
Dunkin, A. L.	Teaching Assistant	09/01/2012	Highwood Hills
Erickson, S.	Teaching Assistant	08/11/2012	Linwood Monroe Arts (K-3)



**HUMAN RESOURCE TRANSACTIONS**  
**September 18, 2012**

**RESIGNATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Flynn Buggs, I. D.	Teaching Assistant	08/15/2012	Rondo Education Center
Holthaus, S. J.	Teaching Assistant	06/09/2012	Frost Lake Magnet
Johnson, N. R.	Teaching Assistant	08/03/2012	Museum Magnet Elementary
Moua, P.	Teaching Assistant	07/26/2012	Nokomis Montessori
Pittman, E. A.	Teaching Assistant	08/23/2012	Linwood Monroe Arts (K-3)
Price, V. M.	Teaching Assistant	08/24/2012	St. Paul Music Academy
Rosenwinkel, K. L.	Teaching Assistant	08/21/2012	Crossroads Montessori
Simonson, G. R.	Teaching Assistant	08/07/2012	Benjamin Mays/Museum
Suneson, A. D.	Teaching Assistant	07/03/2012	Rondo Education Center
Dean, B. D.	Custodian	08/28/2012	Central Senior High
Pillen, C. M.	Custodian	08/22/2012	Como Service Center
Henry, W. P.	Nutrition Services Personnel	08/15/2012	Como Park Senior High
Olsen, J. M.	Nutrition Services Personnel	07/03/2012	St. Paul Music Academy
Wortz, D. J.	Professional Employee	08/31/2012	Como Service Center
McGuire, C. E.	Supervisory	08/22/2012	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>
Sandahl, D. P.	Classroom Teacher	07/13/2012	Washington Tech Sec Magnet

**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>
Francisco, L. A.	Classroom Teacher	06/11/2013	Ronald M Hubbs Center
Qin, Q.	Classroom Teacher	06/11/2013	Benjamin Mays/Museum
Radke, B. A.	Classroom Teacher	06/11/2013	Obama Service Learning
Zhou, H.	Classroom Teacher	06/11/2013	Benjamin Mays/Museum

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

**DATE:** September 18, 2012

**TOPIC:** Gift Acceptance of Automated External Defibrillators (AED)

**A. PERTINENT FACTS:**

1. The Saint Paul Fire Foundation has donated nine (9) AEDs to be utilized at SPPS sites.
2. The monetary value of the donation is approximately \$11,000.
3. The donated AEDs will be placed at the following SPPS sites:
  - John A. Johnson
  - Daytons Bluff
  - Barack and Michelle Obama
  - Bruce Vento
  - Paul and Sheila Wellstone
  - Ben Mays/Museum Magnet
  - Hazel Park
  - American Indian/World Cultures
  - Creative Arts/Open World
4. Previous projects saw the purchase and/or acceptance of devices to equip high school and middle school sites.
  - Gordon Parks, LEAP, Hubbs Center, AGAPE, 1780 W. 7<sup>th</sup> and Rivereast will be included in the next project.
5. SEM staff will continue to work with community partners and seek to identify the funds necessary to equip all SPPS sites.
6. A continuing needs assessment would indicate the purchase of an additional 40 -45 units to achieve adequate coverage.
7. This project will meet the District strategic plan goal of Sustainability.
8. This item is submitted by Laura Olson, SEM Director; and Michael Baumann, Deputy, Division of Schools and Business Operations .

**B. RECOMMENDATION:**

That the Board of Education authorizes the Superintendent (designee) to accept the donation and send a letter of appreciation to the Saint Paul Fire Foundation.

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

**DATE:** September 18, 2012

**TOPIC:** Approval of Gift Accepted from Rondo Parent Group/Benjamin E. Mays PTA

**A. PERTINENT FACTS:**

1. Benjamin E. Mays IB World School would like to accept a monetary gift of \$11,169.43 from the Rondo Parent Group/Mays PTA.
2. This gift is being used for the purpose of library furniture.
3. This project will meet the District strategic plan goal/goals of achievement, as students will have access to furniture that provides a conducive learning environment.
4. This item is submitted by Tyrone Brookins, Principal, Benjamin E. Mays IB World School, Sharon Freeman, Assistant Superintendent and Michael Baumann, Deputy of Schools and Business Operations.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to allow Mays IB World School to accept a monetary gift of \$11,169.43 from the Rondo Parent Group/PTA. The total amount will be deposited into the Mays intra-school budget account: 19-424-000-000-5096-0000.

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

**DATE:** September 18, 2012

**TOPIC:** Request for Permission to Submit Request for \$10,000 from Chelsea Heights Elementary to Allina Health School Health Connection for Funding for Playground Equipment

**A. PERTINENT FACTS:**

1. Allina Health is accepting requests for its School Health Connection, which will provide ten \$10,000 grants to elementary schools in targeted districts for a variety of activities encouraging healthy lifestyles within the school community.
2. Chelsea Heights has prepared a request emphasizing the ability of students to perform to their potential academically if they are well fed, engage in regular physical activities, and benefit from related health and wellness measures.
3. This project will meet the District target area goal of achievement.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Sharon Freeman, Assistant Superintendent; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit the application to Allina Health for the purpose of improving healthy lifestyles in the school community; 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 18, 2012

**TOPIC:** Request for Permission to Submit Request for \$10,000 from Eastern Heights Elementary School to Allina Health School Health Connection for a Program Emphasizing a “Whole Life” Approach to Nutrition, Activity, and Overall Wellbeing

**A. PERTINENT FACTS:**

1. Allina Health is accepting requests for its School Health Connection, which will provide ten \$10,000 grants to elementary schools in targeted districts for a variety of activities encouraging healthy lifestyles within the school community.
2. Eastern Heights Elementary School has prepared a request to expand a program to promote lifelong family engagement in health and wellness. The school wishes to introduce technology into the Physical Education gymnasium, allowing the instructor to utilize applications such as Yoga-Kids International, Zumba, TRX training, Tae-Bo and other activities in which all students can participate inclusively during classroom instruction and take forward with them into the community. The program will include instruction and implementation for a classroom of 21 students. Eastern Heights plans a curriculum that addresses different learning modalities and incorporates 21st century technology as a part of best practice. They will “purposefully engage the diversity of practice within our families and community, distributing information prior to unit instruction, with the invitation to join us.”
3. This project will meet the District target area goal of achievement.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Andrew Collins, Assistant Superintendent; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit the application to Allina Health for the purpose of improving healthy lifestyles in the school community; 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 18, 2012

**TOPIC:** Request for Permission to Submit Request for \$10,000 from Highland Park Elementary to Allina Health School Health Connection to Fund the Purchase of Circuit Training Equipment

**A. PERTINENT FACTS:**

1. Allina Health is accepting requests for its School Health Connection, which will provide ten \$10,000 grants to elementary schools in targeted districts for a variety of activities encouraging healthy lifestyles within the school community.
2. Highland Park Elementary has prepared a request for funds to purchase circuit training equipment in efforts to help students, teachers and families lead healthier lives.
3. This project will meet the District target area goal of achievement.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Sharon Freeman, Assistant Superintendent; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit the application to Allina Health for the purpose of improving healthy lifestyles in the school community; 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 18, 2012

**TOPIC:** Request for Permission to Submit Request for \$10,000 from Randolph Heights Elementary School to Allina Health School Health Connection for Efforts to Encourage Healthy Lifestyles in Students, Families and Teachers

**A. PERTINENT FACTS:**

1. Allina Health is accepting requests for its School Health Connection, which will provide ten \$10,000 grants to elementary schools in targeted districts for a variety of activities encouraging healthy lifestyles within the school community.
2. Randolph Heights Elementary School has prepared a request emphasizing Yoga Calm training as a way to handle social conflicts, transitions between school activities, and preparation for test taking.
3. This project will meet the District target area goal of achievement.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Sharon Freeman, Assistant Superintendent; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit the application to Allina Health for the purpose of improving healthy lifestyles in the school community; 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 18, 2012

**TOPIC:** Request for Permission to Submit Request for \$10,000 from St. Anthony Park Elementary School to Allina Health School Health Connection for Student Voice, Student Choice, a Program That Will Fund the Purchase of Playground Equipment and Will Fund Efforts to Increase Gender Equity in Playground Activities

**A. PERTINENT FACTS:**

1. Allina Health is accepting requests for its School Health Connection, which will provide ten \$10,000 grants to elementary schools in targeted districts for a variety of activities encouraging healthy lifestyles within the school community.
2. St. Anthony Park Elementary School has prepared a request to fund the purchase of community recess equipment for gender equity on the playground and to conduct 30 minutes of pre-activity before MCA tests, or the MAP tests in math or reading, for grades three through six.
3. This project will meet the District target area goal of achievement.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Sharon Freeman, Assistant Superintendent; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit the application to Allina Health for the purpose of improving healthy lifestyles in the school community; 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 18, 2012

**TOPIC:** Request for Permission to Submit Request for \$10,000 from Saint Paul Music Academy to Allina Health School Health Connection Fund the Purchase of Playground Equipment and Efforts to Increase Healthy Food Choices of Students and Families

**A. PERTINENT FACTS:**

1. Allina Health is accepting requests for its School Health Connection, which will provide ten \$10,000 grants to elementary schools in targeted districts for a variety of activities encouraging healthy lifestyles within the school community.
2. Saint Paul Music Academy has prepared a request emphasizing the need to increase active lifestyles of students while educating them on the importance of being active. Funds, if granted, will be put toward the cost of renovating the playground at SPMA. By purchasing more updated equipment, combined with training teachers to incorporate more structured play, SPMA will increase active lifestyles while educating the students on the importance of being active. An improved playground will serve students and families who are unable to play near their own homes on afternoons, evenings and weekends due to safety issues or lack of space.
3. This project will meet the District target area goal of achievement.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Andrew Collins, Assistant Superintendent; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit the application to Allina Health for the purpose of improving healthy lifestyles in the school community; 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 18, 2012

**TOPIC:** Request for Permission to Accept a Grant Award from the Capitol Region Watershed District, Saint Paul, MN

**A. PERTINENT FACTS:**

1. The Capitol Region Watershed District has awarded a grant to Saint Paul Public Schools to support a Water Education project at Gordon Parks High School. This grant is for approximately \$1,000.
2. The Project will provide Saint Paul Public Schools Gordon Parks High School student interns who will perform duties as part of the agreement. Students will serve as interns for Capitol Region Watershed District Field Operations staff and will assist with education events.
3. This project will meet the District strategic plan goal/goals of achievement.
4. This item is submitted by Michael Thompson, Principal, Gordon Parks High School; Traci Gauer, Director, Alternative Learning Programs and Michael Baumann, Deputy, Schools and Business Operations.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept a grant award from Capitol Region Watershed District 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 18, 2012

**TOPIC:** Request Permission to Submit Grant Application and Required Reports for Supplemental Title I Funding Authorized by the No Child Left Behind Act of 2001 (Elementary and Secondary Education Act of 1965) to the Minnesota Department of Education (MDE).

**A. PERTINENT FACTS:**

1. ESEA, No Child Left Behind provides federal funds through several programs. As part of its efforts to support districts and schools identified in need of improvement for not making Adequate Yearly Progress, the Minnesota Department of Education awards discretionary Title I grants to provide a system of supports to schools.
2. The Title I/Funded Programs Office has prepared a grant application for \$950,000 to support the schools identified as Priority Schools or Focus Schools under the No Child Left Behind Waiver.
3. The grant will support schools in ongoing improvement efforts by providing direct assistance in the implementation and strengthening of professional learning communities using a data teams process and by working with the school leadership in using Decision Making for Results problem solving process to evaluate and progress monitor improvement efforts at the school.
4. This project will meet the District target area goals of achievement, alignment and sustainability.
5. This item is submitted by Cheryl Carlstrom, Acting Director, Funded Programs; and Matthew Mohs, Acting Chief Academic Officer and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (or designee) to submit the grant applications for supplemental Title I funding under ESEA/NCLB to the Minnesota Department of Education; 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 18, 2012

**TOPIC:** Request for Permission to Submit a Grant Application to the Minnesota Department of Education to Provide Carl D. Perkins Funding

**A. PERTINENT FACTS:**

1. The Minnesota Department of Education is currently accepting application for allocations through the Carl D. Perkins Vocational and Applied Technology Education Act.
2. The Office of Academics, Office of College and Career Readiness, Career and Technical Education, in collaboration with Saint Paul College, have prepared an application for \$563,893.20 to meet the goals of: building programs of study, effectively utilizing employer, community and education partnerships, improving services to special populations, providing for a continuum of service provisions for enabling student transitions, and sustaining the consortia structure of secondary and postsecondary institutions.

The Carl Perkins grant is formula-based on census data and total number of students enrolled in secondary schools. Saint Paul Public Schools will serve as the fiscal agent for the grant funds.

3. This project will meet the Strong Schools, Strong Communities goal of achievement.
4. This item is submitted by Kathy Kittel, Program Manager, Career and Technical Education; Darlene Fry, Director of the Office of College and Career Readiness; Julie Schultz Brown, Director, Communications, Marketing, & Development, Jackie Turner, Chief Engagement Officer, and Mathew Mohs, Acting Chief Academic Officer.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit an application to the Minnesota Department of Education for approximately \$563,893.20 for FY 2012-2013 from the Carl D. Perkins Vocational and Technology Education Act; 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 18, 2012

**TOPIC:** Request to Accept Grant of \$15,000 from Target to Jackson Elementary,  
Which Previously Received a Target/Heart of America Library Makeover

**A. PERTINENT FACTS:**

1. Target is awarding \$15,000 to schools that have previously received Library Makeover grants. Target wishes to “help schools . . . ensure children have the optimal elements in place to learn to read proficiently. Target [has] come to believe there is no one-size-fits-all solution, but rather, a comprehensive set of programs, which includes six key elements below, is required to accommodate unique local circumstances.
  - Culture of Reading: Making literacy an integrated element throughout all curricular subjects and surrounding students with literacy tools, materials, and support.
  - Technology: Creating, using and managing appropriate technological processes and resources to facilitate learning and improve performance. This includes using technology to support data-driven decision making.
  - Parental Support/Community Engagement: Engaging the community in the school’s literacy strategy and equipping parents with training and resources to support their children’s reading.
  - Reading Materials: Ensuring that students have age- and culturally appropriate reading materials. Materials can be made available through print (e.g. books, magazines, worksheets) as well as digitally (e.g. online resources, iPad apps, etc.). It is also important that content be aligned to the new Common Core standards or state academic standards.
  - Professional Development: Supporting professional development for teachers and principals founded on research-based reading instructional strategies and can include professional learning communities, which allow teachers time with their peers and reading coaches to assist teachers in the classroom, leadership support for principals.
  - Extended Learning Time: Expanding the time available for reading instruction school programs, weekend sessions, and summer reading initiatives.”
2. Jackson Elementary School has received a Target Library Makeover Alumni grant which it will use to enhance and update classroom libraries that support the Reader's and Writer's Workshop; purchase a diverse set of reading/literature resources that can be used by the school’s parent educators to help families learn how to engage in read-alouds and book talks with their children; and continue to give students at least one book to keep in 2012-2013 (offsetting discontinued funding for Reading Is Fundamental book distribution).
3. This project will meet the District target area goals of achievement and alignment.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Andrew Collins, Assistant Superintendent; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

PAGE 2

DATE:

September 18, 2012

TOPIC:

Request to accept grant of \$15,000 from Target to Jackson Elementary, which previously received a Target/Heart of America Library Makeover

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept the award from Target for the purpose of increasing literacy at Jackson through the activities noted above; 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 18, 2012

**TOPIC:** Request to Accept Grant of \$15,000 from Target to Maxfield Elementary for Updates to the School Library, Which Earlier Received a Target/Heart of America Library Makeover

**A. PERTINENT FACTS:**

1. Target is awarding \$15,000 to schools that have previously received Library Makeover grants. Target wishes to “help schools . . . ensure children have the optimal elements in place to learn to read proficiently. Target [has] come to believe there is no one-size-fits-all solution, but rather, a comprehensive set of programs, which includes six key elements below, is required to accommodate unique local circumstances.
  - Culture of Reading: Making literacy an integrated element throughout all curricular subjects and surrounding students with literacy tools, materials, and support.
  - Technology: Creating, using and managing appropriate technological processes and resources to facilitate learning and improve performance. This includes using technology to support data-driven decision making.
  - Parental Support/Community Engagement: Engaging the community in the school’s literacy strategy and equipping parents with training and resources to support their children’s reading.
  - Reading Materials: Ensuring that students have age- and culturally appropriate reading materials. Materials can be made available through print (e.g. books, magazines, worksheets) as well as digitally (e.g. online resources, iPad apps, etc.). It is also important that content be aligned to the new Common Core standards or state academic standards.
  - Professional Development: Supporting professional development for teachers and principals founded on research-based reading instructional strategies and can include professional learning communities, which allow teachers time with their peers and reading coaches to assist teachers in the classroom, leadership support for principals.
  - Extended Learning Time: Expanding the time available for reading instruction school programs, weekend sessions, and summer reading initiatives.”
2. Obama Elementary School has received a Target Library Makeover Alumni grant, which it will use to support parent/family literacy by conducting parent book clubs (three 6-week sessions for up to 26 parents/session); using technology to help parents/guardians learn how to help their students with reading and math; to increase home libraries by providing each child with one new book to keep prior to each major holiday break; and to add two e-readers per classroom so that each week, five children per classroom are able to check out a library book on e-reader.
3. This project will meet the District target area goal of achievement.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Andrew Collins, Assistant Superintendent; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

PAGE 2

DATE:

September 18, 2012

TOPIC:

Request to Accept Grant of \$15,000 from Target to Maxfield Elementary for Updates to the School Library, Which Earlier Received a Target/Heart of America Library Makeover

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept the award from Target for the purpose of increasing literacy at Maxfield through the activities noted above; 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 18, 2012

**TOPIC:** Request to Accept Grant of \$15,000 from Target to Obama Elementary, Which Has Previously Received a Target/Heart of America Library Makeover

**A. PERTINENT FACTS:**

1. Target is awarding \$15,000 to schools that have previously received Library Makeover grants. Target wishes to “help schools . . . ensure children have the optimal elements in place to learn to read proficiently. Target [has] come to believe there is no one-size-fits-all solution, but rather, a comprehensive set of programs, which includes six key elements below, is required to accommodate unique local circumstances.
  - Culture of Reading: Making literacy an integrated element throughout all curricular subjects and surrounding students with literacy tools, materials, and support.
  - Technology: Creating, using and managing appropriate technological processes and resources to facilitate learning and improve performance. This includes using technology to support data-driven decision making.
  - Parental Support/Community Engagement: Engaging the community in the school’s literacy strategy and equipping parents with training and resources to support their children’s reading.
  - Reading Materials: Ensuring that students have age- and culturally appropriate reading materials. Materials can be made available through print (e.g. books, magazines, worksheets) as well as digitally (e.g. online resources, iPad apps, etc.). It is also important that content be aligned to the new Common Core standards or state academic standards.
  - Professional Development: Supporting professional development for teachers and principals founded on research-based reading instructional strategies and can include professional learning communities, which allow teachers time with their peers and reading coaches to assist teachers in the classroom, leadership support for principals.
  - Extended Learning Time: Expanding the time available for reading instruction school programs, weekend sessions, and summer reading initiatives.”
2. Obama Elementary School has received a Target Library Makeover Alumni grant.
3. This project will meet the District target area goal of achievement.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Sharon Freeman, Assistant Superintendent; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept the award from Target for the purpose of increasing literacy at Obama; 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 18, 2012

**TOPIC:** Request to accept grants of \$25,000 from Target to St. Paul Music Academy (SPMA) and Hancock-Hamline University Collaborative

**A. PERTINENT FACTS:**

1. In spring 2012, Target asked Superintendent Valeria Silva to nominate two schools for unrestricted \$25,000 grants, to be awarded in fall 2012, with the understanding that one award would be granted. Supt. Silva nominated SPMA and Hancock-Hamline.
2. Both schools received \$25,000 awards from Target. SPMA will use its award as seed funding for a playground renovation, and Hancock will use its award to purchase iPads.
3. This project will meet the District target area goal of achievement.
4. This item is submitted by Julie Schultz Brown, Communications, Marketing & Development; Andrew Collins and Sharon Freeman, Assistant Superintendents; Matt Mohs, Acting Chief Academic Officer; and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept the awards from Target to SPMA and Hancock-Hamline; 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 18, 2012

**TOPIC:** Request for Permission of the Board of Education to Enter into a Contract with Riverside Publishing Company to Provide the CogAT7 (Cognitive Skills Test) to Provide Individualized Learning Outcomes for all Assessed Students and Gifted Identification Based on Local Norming

**A. PERTINENT FACTS:**

1. The CogAT7 is a three-battery assessment (verbal, non-verbal and quantitative), which creates a profile for each student highlighting his or her strengths and challenges. The three batteries allows for more than one learning style to be present. The CogAT7 allows for the use of local norms (comparing SPPS students to their peers in their schools and within the district).
2. The CogAT7 provides information for parents and teachers in the student profile which suggest strategies to assist students in areas of challenge (use of MTSS strategies).
3. The CogAT7 could help SPPS in meeting our alignment, achievement, and sustainability goals of the Strong Schools Strong Communities Plan (SSSC) and those of the District Vision Equity Card.
4. Riverside Publishing has agreed to a three year commitment with SPPS to collect, store and share data from the CogAT7 assessment as it compares financially to NNAT or NNAT2 testing costs.
5. This item is requested by Harold Scott, Department of Talent Development and Accelerated Services; Dr. Darlene Fry, Director, Office of College and Career Readiness; Matthew Mohs, Acting Chief Academic Officer; Sharon Freeman and Andrew Collins, Assistant Superintendents of Elementary Schools; Michael Baumann, Deputy of Schools and Business Operations; and Michelle Walker, Chief of Staff

**B. RECOMMENDATION:**

Request for permission of the Board of Education to Enter into a Contract with Riverside Publishing Company to provide the CogAT7 (Cognitive Skills Test) to provide individualized learning outcomes for all assessed students and gifted identification based on local norming. The total costs of services will be paid for from the Talent Development & Accelerated Services budget # 01-005-218-388-6305-0000.

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

**DATE:** September 18, 2012

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

**A. PERTINENT FACTS:**

1. The School District provides health insurance coverage through HealthPartners for approximately 4,800 active employees and 750 early retirees. The District's current cost is approximately \$51,000,000 for active employees and \$5,600,000 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	\$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

3. When HealthPartners proposed a three year renewal starting January 1, 2012 there were rate caps at 6% for plan years 2013 and 2014. HealthPartners is proposing a two year renewal starting January 1, 2013 with a 3% rate increase for 2013 and an 8% rate cap for 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 no changes. The following three plans would be offered to active employees and early retirees in 2013 with no plan design changes. Premiums for 2013 are listed below:

	<u>Single</u>	<u>Single Plus One</u>	<u>Family</u>
HP Distinctions II	\$747.00	\$1,680.00	\$1,949.00
HP Empower HRA National One	\$648.00	\$1,422.00	\$1,660.00
HP Empower HSA National One	\$481.00	\$1,082.00	\$1,256.00

4. The District's cost for active employee and early retiree health insurance will increase approximately \$1,698,000 in plan year 2013.
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, Deputy, Schools & Business Operations.

**B. RECOMMENDATION:**

That the Board of Education approve a contract for active employee and early retiree health insurance coverage with HealthPartners for plan years 2013 and 2014, effective January 1, 2013, at the proposed premium renewal rates.

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

**DATE:** September 18, 2012

**TOPIC:** Employee Dental Insurance Annual Renewal

**A. PERTINENT FACTS:**

1. The District provides dental insurance coverage through Delta Dental Plan of Minnesota for approximately 5,500 active employees. This is a self-insured plan. The current cost is approximately \$4,100,000 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 AonHewitt support one plan change to cover dental implants and an 18% rate decrease for single and family premiums for calendar year 2013. New rates for 2013 are proposed at \$29 for single and \$92.00 for family.
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, Deputy, Schools & Business Operations.

**B. RECOMMENDATION:**

That the Board of Education approve the contract for employee dental insurance coverage with Delta Dental Plan of Minnesota effective January 1, 2013, at the proposed renewal rates with dental implant coverage.

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

**DATE:** September 18, 2012

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

**A. PERTINENT FACTS:**

1. The School District will enter year two of a three-year rate guarantee for employee long-term disability insurance lasting through December 31, 2014. The current carrier is Hartford.
2. The covered payroll for the District is approximately \$26,300,000. The current rate is \$.415 per month per \$100 of covered payroll.
3. The current total annual cost to the District for long-term disability insurance is approximately \$1,300,000.
4. The Benefits Labor Management Committee recommends acceptance of this renewal with Hartford with no rate increase.
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, Deputy, Schools & Business Operations.

**B. RECOMMENDATION:**

That the Board of Education continue the District's employee long-term disability contract with Hartford for calendar year 2013 at a monthly cost of \$.415 per \$100 of annual salary.

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

**DATE:** September 18, 2012

**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 2013.
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, Deputy, Schools & Business Operations.

**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 18, 2012

**TOPIC:** Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools, and Minnesota Teamsters Local 320, Exclusive Representative for Nutrition Services Employees

**A. PERTINENT FACTS:**

1. New Agreement is for a two-year period from July 1, 2011, through June 30, 2013.
2. Contract changes are as follows:

Wages: Effective July 4, 2011, increase salary schedule by 0.5 %. Effective July 2, 2012, increase salary schedule by 0.5%. Maintain step progression for both years.

Longevity Pay: Effective July 1 of each year, employees at the beginning of their fifteen (15) years of service with the Employer shall receive an additional \$0.10 per hour above the normal hourly rate of pay. Employees at the beginning of their twenty (20) years of service with the Employer as of July 1 each year shall receive an additional \$0.25 per hour above the normal hourly rate of pay.

Insurance: Effective January 1, 2013, the District's monthly contribution of \$575 for single coverage is increased to \$600; the District's monthly contribution of \$1,125 for family coverage is increased to \$1,175.

Dental Insurance: Effective January 1, 2013, the Employer will contribute an amount for each eligible employee covered by this Agreement who is employed full-time toward participation in a dental plan offered by the Employer up to \$40 per month for single dental coverage. Employees who enroll in family dental coverage will pay the difference between the cost of family coverage and the District's \$40 monthly contribution to single coverage.

Compensatory Leave: Nutrition Services employees may use 1 additional sick day per year for a total of 4 sick days per year for personal leave.

Uniforms: Effective July 1, 2012, employees working in the Nutrition Center will receive 2 additional uniform pieces for a total of 9 uniform pieces to each employee per school year.

3. The District has three hundred and two (302) employees in this bargaining unit.
4. The estimated new total package costs for this agreement have been calculated as follows:
  - in the 2011-12 budget year: \$156,742
  - in the 2012-13 budget year: \$240,869
5. This item will meet the District target area goal of alignment.
6. This request is submitted by Julie Coffey, Assistant Director; Joyce Victor, Negotiations/Employee Relations Assistant Manager; Timothy J. Caskey, Executive Director of Human Resources; and Michael Baumann, Deputy of Schools and Business Operations.



Page 2

DATE: September 18, 2012

TOPIC: Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools, and Minnesota Teamsters Local 320, Exclusive Representative for Nutrition Services Employees

**B. RECOMMENDATION:**

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment of those nutrition services employees in this District for whom the Minnesota Teamsters Local No. 320 is the exclusive representative; duration of said Agreement is for the period of July 1, 2011 through June 30, 2013.



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

**DATE:** September 18, 2012

**TOPIC:** Professional Services from Toltz, King, Duvall, Anderson (TKDA)

**A. PERTINENT FACTS:**

1. On May 17, 1988, the Board of Education authorized the administration to obtain professional consultant architectural services from Toltz, King, Duvall, Anderson (TKDA) based upon a not to exceed maximum hourly fee rate. The current maximum hourly fee rate of \$140.00 has not been increased since February 21, 2006.
2. The District requires professional architectural/engineering services to implement various construction remodeling, capital improvement and design projects on an as-needed basis. Services provided include: Planning, architecture, landscape architecture, interior design, field inspection of contractors' work, and other professional services as required by the District.
3. TKDA has requested an increase in the maximum hourly fee schedule from \$140.00 per hour to \$145.00 per hour.
4. Funding will be provided from alternative bonds, capital bonds and health and safety levy budgets on a project-by-project basis.
5. This item meets the District Strategic Plan goals by aligning resource allocation to District priorities.
6. This item is submitted by Sara E. Guyette, Director of Facilities; and Michael Baumann, Deputy of Schools and Business Operations.

**B. RECOMMENDATION:**

That the Board of Education authorize the administration to procure professional architectural/engineering services from Toltz, King, Duvall, Anderson (TKDA) as needed, based on a schedule of fees not to exceed \$145.00 per hour.

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

**DATE:** September 18, 2012

**TOPIC:** Professional Services from U+B Architecture & Design

**A. PERTINENT FACTS:**

1. The District requires professional architectural/engineering services to implement various construction remodeling, capital improvement and design projects on an as-needed basis. Services provided include: Planning, architecture, landscape architecture, interior design, field inspection of contractors' work, and other professional services as required by the District.
2. U+B Architecture & Design has submitted a proposal to provide the described professional services based on a schedule of rates not to exceed \$120.00 per hour depending on the level of expertise provided.
3. This proposal has been reviewed by Bradley Miller, Purchasing Manager.
4. Funding will be provided from alternative bonds, capital bonds, and health and safety levy budgets on a project-by-project basis.
5. This item meets the District Strategic Plan goals by aligning resource allocation to District priorities.
6. This item is presented by Sara E. Guyette, Director of Facilities; and Michael Baumann, Deputy of Schools and Business Operations.

**B. RECOMMENDATION:**

That the Board of Education authorize the administration to procure professional architectural/engineering services from U+B Architecture & Design, as needed, based on a schedule of rates not to exceed \$120.00 per hour.

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

**DATE:** September 18, 2012

**TOPIC:** Revision of Policy Numbers for Bullying and Hazing Policies

**A. PERTINENT FACTS:**

1. At its meeting of August 21 the Board Approved Policy 501.00 Bullying Prohibition and a change to the number of the Hazing Policy from 501.00 to 501.01.
2. Subsequent to that approval, it was realized this would cause difficulty as the Hazing Policy is referenced under its 501.00 number several times within the Students Rights and Responsibilities Handbook.
3. It is therefore recommended that the Hazing Policy number be restored to 501.00 and that the Bullying Prohibition policy be numbered 505.00 which will place it immediately prior to the Student Discipline Policy.
4. This project will meet the District strategic plan goal of alignment.
5. This item is submitted by Nancy Cameron, Deputy General Counsel, Joe Munnich, Administrator, Policy, Planning & Intergovernmental Relations and Michelle Walker, Chief of Staff.

**B. RECOMMENDATION:**

That the Board of Education authorize the Hazing Policy number be restored to 501.00 and that the Bullying Prohibition policy be numbered 505.00.

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

**DATE:** September 18, 2012

**TOPIC:** Bid # A153981-E -- Frozen Breakfast Products

**A. PERTINENT FACTS:**

1. This bid provides for furnishing and delivery of Frozen Breakfast Products on an as-needed basis to Nutrition Services during the period of August 1, 2012 – June 30, 2013.
2. The following bids were received:

Indianhead Foodservice Distribution .....	\$444,251.00
Sysco MN .....	\$449,486.00
US Foods.....	\$450,462.00
4. Bids have been reviewed by Bradley Miller, Purchasing Manager.
5. Funding will be provided from the Nutrition Services budget 02-005-680-705-6490-0000.
6. This project will provide students with nutritious meals to help the district meet its goal of ensuring high academic achievement for all students.
7. This item is submitted by Jean Ronnei, Nutrition and Custodial Services Director, and Michael Baumann, Deputy of Schools and Business Operations.

**B. RECOMMENDATION:**

That the Board of Education authorize award of bid No. A153981-E for furnishing and delivery of frozen breakfast products during the period of August 1, 2012 through June 30, 2013 to the lowest conforming bidder, Indianhead Foodservice Distribution in the amount of \$444,251.00.00.

**MEMORANDUM**

**DATE:** September 5, 2012

**TO:** Michael Baumann  
Deputy of Schools and Business  
Operations

**FROM:** Sara E. Guyette, A.I.A., LEED AP  
Director of Facilities

**SUBJECT:** Project Labor Agreements  
Winter Construction Projects

As per the Board of Education direction, please find attached responses received from the Solicitation of Comments on the potential use of Project Labor Agreements (PLA's) for construction projects over \$250,000 in estimated costs. Responses received are summarized below.

**Please ensure that this is on the September 18, 2012 Board of Education Agenda for action.**

School Name	Description	Associated Builders & Contractors	Associated GC of MN	National Assoc of MNCont.	Saint Paul Build.+Trades Council	Admin.
Ames	Interior Renovation to Accommodate SSSC	NR	NR	NR	YES	YES
East Side Community Center at Harding	Interior Renovation, Dust Collection Sys Replacement, Machine Guarding and Ventilation Improvements	NO	NR	NR	YES	YES
Prosperity Heights	Interior Renovation to Accommodate SSSC	NR	NR	NR	YES	YES
Sheridan	Interior Renovation to Accommodate SSSC	NR	NR	NR	YES	YES

NR = no response

Please advise if you have any questions.

Cc: Jeff Lalla, Tom Parent, Marilyn Polsfuss

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

**Proposed Policy:**

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**Proposed Policy Revision:**

**414.00 Tobacco-Free Environment**

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**First Reading**                      **September 18, 2010**

**Second Reading**                      \_\_\_\_\_

**Third Reading**                      \_\_\_\_\_

**COMMENTS:**

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



*Adopted: 3/2/1987 Saint Paul Public Schools Policy 414.00*

*Revised: 8/1/1988; 6/17/2008*

*FIRST READING: 9/18/12*

## **414.00 TOBACCO-FREE ENVIRONMENT**

### **PURPOSE**

Saint Paul Public Schools provides an environment free from tobacco and tobacco-related products and devices to comply with the law and protect the health of our students, employees and others in District facilities, on District grounds, and at District activities.

### **DEFINITIONS**

1. "Tobacco" means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including but not limited to: cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco, prepared in such manner as to be suitable for chewing or smoking in a pipe or other tobacco-related devices.
2. "Nicotine delivery product" means any oral device that provides a vapor of liquid nicotine, lobelia, and/or other similar substance, and the use or inhalation of which simulates smoking. The term shall include any such devices, whether they are manufactured, distributed, marketed, or sold as electronic cigarettes (e-cigarettes), e-cigars, e-pipes, or under another product name or descriptor.
3. "Use" includes smoking, chewing or otherwise ingesting tobacco or related chemicals.
4. "Smoking" includes inhaling or exhaling smoke from any lighted cigar, cigarette, pipe or any other lighted tobacco or plant product. Smoking also includes carrying a lighted cigar, cigarette, pipe or any other lighted tobacco or plant product intended for inhalation.
5. "Tobacco-related devices" includes but is not limited to cigarette papers and pipes for smoking.

### **PROHIBITION**

1. No person shall use tobacco or tobacco-related devices in any indoor area or on any grounds or property that is owned, leased or contracted for by the school district. This prohibition extends to all facilities, whether owned, rented or leased, and to all vehicles that the school district owns, leases, rents, contracts for or controls. This prohibition extends to all events and activities sponsored by the Saint Paul Public Schools.
2. No student under age 18 shall possess tobacco, tobacco-related devices, or nicotine delivery products in or on any grounds or property that is owned, leased or contracted for by the school district. This prohibition extends to all facilities, whether owned or leased, and to all vehicles that a school district owns, leases, rents, contracts for, or controls. This prohibition extends to all events and activities sponsored by the Saint Paul Public Schools.
3. The District will not solicit or accept any contributions or gifts of curriculum, materials, or equipment from companies that manufacture and are identified with tobacco or tobacco-related devices, or nicotine delivery products.

4. The school district will not promote or allow promotion of tobacco products, tobacco-related devices or nicotine delivery products on school property or at school-sponsored events.

### **EXCEPTIONS**

It shall not be a violation of this policy when:

1. an American Indian offers tobacco on school district property as a part of a traditional American Indian spiritual or cultural ceremony. An American Indian is a person who is a member of an American Indian tribe as defined under Minnesota law.
2. an individual possesses, in compliance with the district's Medications/Medical Procedures policy, a product or device that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

### **ENFORCEMENT**

1. Students who violate this tobacco-free policy shall be subject to school district disciplinary procedures.
2. School district personnel, including contractors, and school board members who violate this tobacco-free policy shall be subject to applicable discipline procedures.
3. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law and school district policies.

### **LEGAL REFERENCES:**

Minn. Stat. § 144.413 (Definitions)  
 Minn. Stat. § 144.4165 (Tobacco Products Prohibited in Public Schools)  
 Minn. Stat. § 144.4167 (Permitted Smoking)  
 Minn. Stat. § 144.417 (Commissioner of Health, Enforcement, Penalties)  
 Minn. Stat. § 609.685 (Sale of Tobacco to Children)  
 Minn. Stat. § 609.6855 (Sale of Nicotine Delivery Products to Children)

### **CROSS REFERENCES:**

413.00, Drug-Free Workplace  
 504.00, Drug-Free Schools  
 506.00, Student Discipline; *Student Behavior Handbook*  
 516.00, Medications/Medical Procedures  
 706.00, Grants and Gifts  
 716.00, Advertising in the Schools

## **Board of Education Meetings**

(5:45 unless otherwise noted)

- September 18
- October 16
- November 13
- December 18
- January 15, 2013 – Annual Meeting 4:30 p.m.
- January 22
- February 19
- March 19
- April 16
- May 21
- June 4 Special Meeting (Non-Renewals) – 4:00 p.m.
- June 18
- July 16
- August 20
- September 17
- October 15
- November 12 Special Meeting (Canvass Votes) – 4:00 p.m.
- November 19
- December 4 Truth-in-Taxation Hearing – 6:00 p.m.
- December 17

**Committee of the Board Meetings**

(4:30 unless otherwise noted)

- September 11
- October 2
- October 30
- December 4
- January 15 (5:00 p.m.)
- February 5
- March 5
- April 2
- May 7
- June 11
- July 16
- July 30
- September 10
- October 1
- October 29
- December 3