

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

**SPECIAL MEETING OF THE BOARD OF EDUCATION
Via Telephonic Phone and Video Conference
Available Streaming Online at www.spps.org/boe**

**August 31, 2020
6:00 p.m.**

MINUTES

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Jeanelle Foster, Vice Chair.

II. ROLL CALL

Board of Education: J. Kopp, S. Marchese, Z. Ellis, J. Foster, J. Brodrick, J. Vue
C. Allen was absent.

Staff: Superintendent Gothard; Chuck Long, General Counsel; Cedrick Baker, Chief of Staff; Marie Schrul, Chief Financial Officer; Dave Watkins, Chief of Schools; Jackie Turner, Chief Operations Officer, Kate Wilcox-Harris, Chief Academic Officer; Stacey Gray Akyea, Director, Office of Research, Evaluation and Assessment; Kenyatta McCarty, Executive Director of Human Resources; Kevin Burns, Director of Communications; Sarah Dahlke, Secretary to the Board

Director Foster welcomed Jim Vue to this meeting, as our interim board member. Jim was appointed to the Board at a special meeting on July 27th, and his interim term officially began on August 26th. We will be celebrating Director Vue's swearing in ceremony prior to the Committee of the Board meeting on Tuesday, September 8th. We look forward to working with Director Vue and welcome you to the Board of Education!

III. APPROVAL OF THE ORDER OF THE MAIN AGENDA

MOTION: Director Foster moved approval of the Order of the Main Agenda. The motion was seconded by Director Ellis and Director Marchese.

The motion was approved by roll call vote:

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

IV. NEW BUSINESS

Superintendent Gothard thanked the Board and Staff for their time for this meeting. He also welcomed and congratulated Director Jim Vue, and looks forward to also working together and to celebrate his official swearing-in ceremony on September 8.

A. Request to Establish the Classified Position of Contract Manager

BF 32182 Request to Establish the Classified Position of Contract Manager

That the Board of Education of Independent School District No. 625 approve the establishment of the Commissioning Coordinator job classification effective August 31, 2020; that the Board of Education declare the position of Contract Manager as classified; and that the pay rate be Grade 20 of the Saint Paul Supervisors' Organization standard ranges.

QUESTION/DISCUSSION:

- Who is currently doing this work? Response: Currently our purchasing manager is taking on all of the work and we are in need as a District to have support in the Purchasing department. There are other staff who have been supporting. With the increased volume, with the FMP and CARES and non-public, and our overall contracts and the volume, we need a second position to support our area.
- There is a need in the current environment because there is a lot more happening. What does the transition look like when there is not as much? What does it look like in a non-COVID world? Response: This position, we have been looking at to create this for some time, with our new contract system, and support for purchasing restructure. And trying to get some structure and efficiencies with the district and place with contract manager. With the volume, there are more structures in place to put as a District, and this person would also have some legal background to assist in reviewing contracts and in areas of overall contracts.
- To whom does this person directly report? Response: This would be to Jamie Atkins, our purchasing manager. Jamie Atkins reports directly to the Chief Financial Officer.
- What is a classified position? How is that different from a non-classified position? Response: We can get that information, but believe there are positions that are classified and unclassified within the union with civil service rights to them. It's part of a union contract and a list of positions within it, and those within it are the contractual agreement of Saint Paul Supervisors Union.
- This is a new position, and is support to our purchasing manager. The current purchasing manager has been doing the work of this position that we determined needed to be created. We have determined through a job study that this would be the title, and to go out and post the vacancy and applicants for the next step. The work of Mr. Atkins has not been of a purchasing manager work, but additional work above and beyond all regular work, and this is new that would be posted.
- What does the grade level mean, and the pay level? Response: It is part of the job study with the classification. In the bargaining units, there are grades for titles, and determine compensation and salary guidelines and bands. Through the study and description, it was determined this was a grade 20 in that bargaining unit. The pay range begins in mid-70,000 range to mid-90,000 range, and will depend on the applicants' experience and their level.
- Superintendent Gothard noted we have worked to understand the needs are in the entire District, and there are many positions where we have thought about to strengthen our organizational structure, and this is one that causes many to won, instead of a department, and support of this position, and receive the benefits of a better organizational structure of our Purchasing department.

- This position was also planned for in FY21 budget for the Business Office.

MOTION: Director Foster moved approval of the establishment of the Commissioning Coordinator job classification effective August 31, 2020; that the Board of Education declare the position of Contract Manager as classified; and that the pay rate be Grade 20 of the Saint Paul Supervisors' Organization standard ranges. The motion was seconded by Director Brodrick.

The motion was approved by roll call vote:

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

B. Washington Technology Magnet School 5/10 Programming

BF 32183 Washington Technology Magnet School 5/10 Programming

That the Board of Education authorizes the Superintendent (designee) allocate up to \$484,000 of CARES Act (ESSER) funding to continue the 5/10 program at Washington Technology Magnet School during the 2020-2021 school year.

QUESTION/DISCUSSION:

- How is ALC funding usually done? Response: Typically ALC funding is used in a way that compliments the school day, but not used during the school day, including after school and summer school programs. Washington we have designed and put together a unique and successful program where students go to school for the regular 6.5 hours, and use alternative learning resources to extend their day. The way we fund that is through alternative learning center formula. This discussion also came up when looking at start times and Washington's schedule, and the reason for this model with that particular high school.
- What is the formula? So understanding the schedule and there's usually dollars that would fund this program that are not available because of funding? Response: Normally the State funds us with \$186 for every student that qualifies of additional support for after school programming and summer school programming. At Washington, those student generate that revenue in the extension of their day, and normally the school would dismiss at 3:00pm, we extend that day. Those dollars or hours are not available while the District is in DL, and in order to generate and receive reimbursement, the students need to be in front of an instructional licensed teacher and then able to receive ALC funding to support that student.
- We would like to continue to provide that schedule in DL but don't have funding to support that extra bit, and this money would go to allow funding that "extra bit". It's precisely use of ESSR funding is to provide those services or supports necessary, and is due to our learning plan based on COVID-19, and normally wouldn't need to do that. It is a limited time, and if we do get reimbursement back, we can use it for its purpose, and use ESSR funds for further costs. There is one group of coronavirus funds that do have a time limit of the end of December, but this is not for that funding source. The ESSR funds are a different funding source under the CARES Act.

- What kinds of services or programs are being funded right now and what do they look like at Washington Tech? Response: Through alternative education funding, we are able to provide credit recovery and EL services and development classes for grades 9-12 students. We are also funding daytime ALC high schools, as well as On Track for middle school students. We are not able to offer K-8 targeted services which are held after school. At Washington Tech, we will be offering the 9-12 programming using our funding.
- Director Foster also noted the allocation per students of this funding.

MOTION: Director Foster moved that the Board of Education authorizes the Superintendent (designee) allocate up to \$484,000 of CARES Act (ESSER) funding to continue the 5/10 program at Washington Technology Magnet School during the 2020-2021 school year. The motion was seconded by Director Brodrick.

The motion was approved by roll call vote:

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

V. ADJOURNMENT

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

The motion was approved by roll call vote:

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

The meeting adjourned at 6:33 p.m.

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

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education