

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**Saint Paul, Minnesota**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION**  
**August 23, 2016**

**I. CALL TO ORDER**

The meeting was called to order at 6:17 p.m.

**II. ROLL CALL**

PRESENT: Mr. Brodrick, Mr. Vue, Mr. Schumacher, Mr. Marchese,  
Ms. Ellis, Interim Superintendent Thein, Ms. Cameron,  
General Counsel and Ms. Polsfuss, Assistant Clerk

Ms. Vanderwert joined the meeting immediately following  
roll call.

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

**MOTION:** Mr. Schumacher moved the Board approve the Order of the Main Agenda  
as published. The motion was seconded by Ms. Ellis

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

**IV. RECOGNITIONS**

**BF 30546** Acknowledgement of Good Work Provided by Outstanding District Employees  
New leadership within the district (Superintendent, Directors, Principals, Assistant Principals and  
Administrative Interns) were introduced and congratulated on their new positions.

**V. APPROVAL OF THE ORDER OF THE CONSENT AGENDA**

**MOTION:** Mr. Schumacher moved the Board approve the Order of the Consent  
Agenda with the exception that the following items were pulled for separate consideration: C2 -  
Innocent Classroom Contract for 2016-17 SY; C3 - Agreement with City of St. Paul Police  
Department for Shared Costs of School Resource Officers (SROs); E7 - Professional Services  
from 292 Design Group; E8 - Professional Services from The Adkins Association Inc.; E9 -  
Professional Services from BWBR; E10 - Professional Services from Cuningham Group; E11 -  
Professional Services from Dunham Mechanical and Electrical Consulting Engineering; E12 -  
Professional Services from Engineering Design Initiative; E13 - Professional Services from  
Hallberg Engineering; E14 - Professional Services from Karges-Faulconbridge, Inc.; E15 -  
Professional Services from Kraus-Anderson Construction Company; E16 - Professional Services  
from Miller Dunwiddie Architecture; E17 - Professional Services from TKDA; E18 - Professional  
Services from U+B Architecture & Design, Inc.; E19 - Professional Services from Wenck  
Construction; E20 - Professional Services from Westlund Group Inc.; E21 - Professional Services  
from Wold Architects and Engineers and E22 - Purchase of 1050 N. Kent, St. Paul, MN. The  
motion was seconded by Ms. Ellis.

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

**VI. APPROVAL OF THE MINUTES**

- A. Minutes of the Regular Meeting of the Board of Education of July 26, 2016
- B. Minutes of the Special Meeting of the Board of Education of August 2, 2016
- C. Minutes of the Special Closed Meeting of the Board of Education of August 9, 2016

**MOTION: Mr. Schumacher moved the Board approved the Minutes of the Regular Meeting of the Board of Education of July 26, 2016, the Minutes of the Special Meeting of the Board of Education of August 2, 2016 and the Minutes of the Special Closed Meeting of the Board of Education of August 9, 2016. The motion was seconded by Mr. Marchese.**

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

**VII. COMMITTEE REPORTS**

- A. Committee of the Board Meeting of July 26, 2016

The Director of Facilities provided an **update on design and engagement** relative to the Facilities Master Plan. He reviewed major construction projects scheduled for 2016-17 and the start of design process for 2018, 2019 projects. He also provided an overview on the engagement process that would be involved with each project planned.

The Director of Security and Emergency Management provided a brief historical overview of the **SROs** in SPPS along with an overview of training involved. She went on to review the feedback received from various surveys and engagement efforts. She outlined the next steps that will be taken. The Saint Paul Police Department Deputy Chief provided additional information on the contract and efforts to address concerns raised regarding SROs.

A brief **Policy Update** was provided and in-depth discussion on **SEAB** requests was held with some decisions being provided relative to the recommendations from SEAB.

A motion was made and passed at the August 2nd Board meeting moving Policy 211.01 - Student Voice in District Decisions to its first reading at the August 23, 2015 Board meeting.

**MOTION: Mr. Schumacher moved acceptance of the COB report and approval of the COB Minutes of July 26, 2016. The motion was seconded by Ms. Ellis.**

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

## VIII. SUPERINTENDENT'S REPORT

### A. Update on School Readiness

#### 1. Academics

The following areas have been completed for S Term and extended day

- Over 13,000+ student completed Summer Term (S Term)
- 123 seniors achieved Summer Term graduation
- SPPS is ready to launch extended day for learning for 6000+ K-8 students
- SPPS is ready to launch Evening High School credit recovery for the 2016-17 school year; this would involve approximately 2,000+ 9-12 students

Teaching and Learning has successfully launched the first New Educator Week serving 135 new employees. Opening week PD is ready to launch. Digital user names and passwords for parents and guardians has been launched. New world language materials have been selected, purchased and delivered. PAR consulting teacher caseloads have been completed. Teacher development and evaluation training for principals has been completed.

#### 2. Human Resources Update

Current school openings were reviewed. The immediate priority for HR is filling classroom positions. All classroom positions are posted on the district website and teacher specific sites. There are EAs on layoff status that are being recalled to vacancies that they are qualified for. There remain 53 classroom openings and 78 other classroom support openings.

Regarding the Board Resolution on specific additional staffing areas, 11 counselors, 5 psychologists, 5 social workers and 5.5 nurses have been hired for a total FTE of 28.5. 1.5 FTE openings remain to be filled for counselors.

Key HR considerations for SY 16-17 are:

- The school year begins with 21 of 26 bargaining units under current contracts
- The district is transitioning district staff to lag pay on 9/2/16 which will increase payroll efficiency and reduce district financial risk
- The People Manager Toolkit will be introduced in December 2016 to help increase managerial effectiveness.

#### QUESTIONS/DISCUSSION:

- What about new TAs coming in from the community, what is their training? Response: They get acclimated with the district at their school site and are partnered with an experienced TA. There is currently no robust training process for TAs.
- Are there plans for more training? Response: There are no plans at this point but we will follow up
- So TAs entering the buildings have no training? Response: There is on site training by staff and building leadership for the incoming persons. The kids are number one, then safety and being responsible caring adults. There is in-building mentorship.
- What are the qualifications of the psychologists? Response: They are trained in working with kids – trained educational psychologist They work in career counseling and managing situational issues. They are specifically school trained.
- What about EA/TA numbers – is SPPS rehiring former positions, how can the process be smoothed out? Response: Yes, HR is working to recall those qualified for available positions. SPPS has been using a formula based approach to hiring; in future it will be more aggressive with proactive hirings. 68 schools are putting TAs in, the unfilled positions represent less than one FTE per site.
- In the hiring process, what can SPPS do to do it better? It appears SPPS is at the later end compared to other districts. How can SPPS move to better time its hirings? Response: SPPS was later in the game because it waited until it was

close to a final budget before moving forward. The process was moved forward some this year but SPPS needs to increase timing and move up on the calendar in order to the increase number of hires. It will utilize "pocket contracts" with offers made early in the process to secure the best people.

### 3. Operations

In the **enrollment** area, the Placement Center (SPC) will continue extended hours through the first week of school. SPC attended National Night Out events to further its outreach efforts. Upcoming outreach plans include back to school events throughout the city, faith-based mailings, continued outreach to Kindergarten, Grade 6 and Grade 9 students without placement.

Students placed since June 1 are: 361 PreK, 505 Kindergarten, 1,101 grades 1-5, 588 grades 6-8, 741 grades 9-12 for a total placement of 3,297. Applicants awaiting school assignment are 104 for Kindergarten, 152 for 6th grade and 68 for 9th grade.

Over the summer, the **Facilities** Department completed 2,569 maintenance work orders (year-to-date work orders stand at 8,808). The completed custodial restoration cleaning while still supporting S Term, Freedom school, Permits and Discovery Club. They picked up and redistributed all reported surplus furniture (only 3 classrooms received completely new furniture). Over 6,500 drinking sources in the district were tested for safe drinking water. Nearly 97% are safe for drinking; the remaining will be replaced prior to opening day. Concerns have been expressed about lead in the drinking water. The State requires SPPS to test 20% of its drinking sources per year. SPPS tested 100% of them this year. 10 did not meet standards and those will be replaced prior to school opening.

#### QUESTIONS/DISCUSSION:

- With so much older plumbing in the buildings, will every fountain in the district be safe? Response: Yes.

Additionally, many construction projects were completed, including:

- Johnson - Phase 1 is wrapping up on time with work continuing through next summer (water piping, roofing, boilers, building addition and interior renovation).
- Central - brick and structural repair at Griffin Stadium and the alumni-funded "Transforming Central" storm water runoff and beautification project is complete.
- Rondo - replaced one-fourth of the flooring throughout the building (year three of a four year process) and all exterior windows, while still holding summer school.

### 4. Transportation

School bus route information has been provided to families through Connect 5 phone messages sent out 8/15 requesting families to contact their school regarding any changes. Routes were finalized on 8/23. Postcards to families with transportation information were mailed 8/25. A Connect 5 phone message reminding families to be alert to the postcard mailing has been done. Drivers have received their routes so they can begin route training on 8/29. New this year is having bus information on the Parent Portal. Additional staff have been brought in to assist with phone calls. Staff will work extended time the first week of school to address questions/concerns.

Transportation is piloting a program at the Heights in which students use ID badges to check on and off of their bus. Parents have access to the information via the new Treker app so they will know the status of their child during their bus ride to and from school. The information on the card is private to the child.

#### QUESTIONS/DISCUSSION:

- How long will it take to roll the new program out to all schools? Response: It will be tested in one school this year, next year it will be rolled out to additional schools and in two to three years will be in all schools.

- How can children be expected to remember to scan their card? Response: The children are doing well with this. The program is valued because most parents want to know when their child is in getting on and off their bus.
- How does it work? Response: The card reads via a tablet next to driver on the bus..
- What happens if a child is not on the bus? Where do parents call? Response: Parents should call the school first, the school will then refer to Transportation to find out where the student is.
- What information is on the card? What happens if families opt out? Response: Students will always be able to ride the bus whether they participate or not. Transportation has anticipated some opting out until the program proves itself to the parents. Information printed on the card is first name and last initial, school and return address to Transportation Department.
- What are the majority of calls from parents? Response: The child is on the wrong bus or dropped off at the wrong stop. The card will help in this by alerting the driver that this is the wrong bus or stop.

#### 5. Nutrition Services

Meal eligibility and applications for free and reduced lunches is in process with 16,132 direct certification notices mailed to homes on 8/3. 17,418 Free and Reduced Meal Applications were mailed to homes on 8/11. All homes will receive a translated newsletter. New this year are Karen paper applications and E-mail notifications reminding parents of the mailing.

SPPS is expanding access to meals. Reduced-price lunches are still offered at no cost. B2G is still offered at no cost to the students. 18 after school meal programs have been converted to supper (now at 45 total). There are universal free meals at 40 sites. New this year is Fresh Fruit and Vegetable Program Pilot at 13 SPPS sites, a hot suppers pilot and sous vide cooking (a special machine for preparing hot meals).

#### 6. Community Education

- Discovery Club has 1,130 applications with 76 students on the waiting list. There are 20+ TA positions still to be filled. Hub sites are Hamline, Four Seasons, LNFI (lower campus) and Nokomis Montessori (south campus)
- Adult Basic Education is offering 100 + classes. 350 new students are enrolled. College Yes is being offered for high school graduates and is targeted toward ELL students. Its aim is to move more students to prepare for college.

#### 7. Security and Emergency Management

- Emergency preparedness planning is in process with annual school specific site safety plan reviews and updates.
- SPPS has a new contract security vendor (from American Security to Securitas). 2016-17 placements are underway with staffing at 95% as of 8/18/16. Full staffing is expected by 8/26/16. Guards will be visiting schools the week of August 29.
- SROs (upon approval of the contract) will be at nine locations (7 high schools and 2 mobile). New uniforms have been implemented this year.

Staff reviewed the process used to reach the new SRO Contract terms which included extensive community engagement to hear multiple perspectives. SRO responsibilities were clarified in the contract in that:

- They will not be involved in student behavior matters
- They will receive training in diversity, the teen brain and de-escalation practices
- They will provide monthly reports that include proactive work and any "hands on" contact with students.
- They will be part of opening week activities including a meet and greet or get to know your SRO.
- They will meet monthly with their site specific student advisory team and administrator.

- They will be in a new uniform that will clearly distinguish them from school security guards.

There was also clarification regarding Administrators

- School administration will use the Student Rights and Responsibilities Handbook to guide decisions about whether or not to involve SROs in a student matter
- Administrators will encourage and support SROs to be more visible and promote positive interactions with students during the day
- Whenever possible, if an SRO must have a hands on engagement with a student, as school administrator should be present. This includes arrests.
- High school administrators long with the SRO will meet with their school specific student advisory team monthly.

The District and the SPPD have both committed to:

- SPPS providing a minimum of 16 hours of SRO training in the area of racial equity, non-violent crisis intervention, youth mental health first aid and other student centered topics.
- Monthly activity reports (data collection) will be developed to quantify daily interaction between SROs and students.
- Questions will be developed by SPPS students that will be integrated into the interview process for future SRO positions.
- An annual performance evaluation of SROs will include feedback from students and staff. SPPD will share best practices and incorporate feedback in future training opportunities.
- SEM Director and Juvenile Commander will meet a minimum of once per month to review report data and discuss issues and concerns.

Nine officers will receive \$79,273 per officer (Total of \$713,457) Fringe benefits at 37.99% for a total contract cost of \$984,499. SPPD will pay \$100,000 plus providing a full-time Sergeant and covering all vehicle expenses). SPPS will pay \$884,499.

#### QUESTIONS/DISCUSSION:

- How will evaluation and other information be shared with the Board? Response: It will initially go through the district advisory group who will find a communication strategy for communicating with the Board.
- The Board wants to be kept current and be sure the partnership is going well.
- Staff stated the contract has been informed by strong participation by the community groups and the process was initiated from the start with wide input a goal. The primary goal is safety in the schools. The program will continue to evolve as time goes by.
- The Board commended staff for listening and acting on the input provided. The process allowed the District to hear from voices that do not usually participate in decisions.
- A Board member commented getting data analysis and looking at information early on is very important. Perhaps a review three to six months into current implementation.
- The District has to be clear on why it wants to have officers in the schools. The culture and climate in buildings should be defined first and then a review of staffing on how to make that happen. SPPS is looking at school climate within a larger task force framework and the results of that should be incorporated into larger conversations. Regarding staffing to accomplish the task, does SPPS have staff in the buildings? If not what should adequate staffing be and what is the cost of having appropriate staffing in buildings? This should be known early enough to address in the budget process.
- This is a very expensive contract when dealing with a budget deficit. Is this the best use of district funds in educating kids. Resources need to be freed up to use in the buildings.

- There is desire out there to continue considering other options and staffing opportunities and reduce SRO time in the buildings. A PAC has offered to develop a communication strategy to communicate to students.
- A review of the history of the City/District relationship regarding the SRO contract was provided and the question asked would it be appropriate to enter into further discussion with the City regarding shared costs. SPPS represents a large part of the St. Paul community so there may be valid reasons for discussion on costs.

#### B. SSSC 2.0: Systems

The purpose of the presentation was to present the 2015 VisionCard for the focus area of Systems that support a premier education.

1. Leadership Metrics - these measures monitor how well leaders are meeting performance expectations to best carry out school and district work.
  - Completed Evaluations - % with a current completed annual evaluation - Vision is >97%. Central Administrators are at 95%; Principals are at 100% and Assistant Principals are at 95%. This area is at progress and vision levels with the process for Assistant Principal improving over 14-15 by 38 points. APs cohort system, clear expectations and communications.
  - Performance Ratings - % rated at or above standard on last evaluation - Vision is >97%. Central Administrators are at 95%, Principals at 95% and Assistant Principals at 93%. This is at progress level with significant increase in performance ratings for Principals.
  - Principal Proficiency - % of tenured principals with a completed evaluation proficient or better in each of the four performance evaluations. Vision is >97%. This is at 86% (Stable). Results show room for improvement. During SY 15-16 performance improved by three percentage points. Leadership raised the bar on performance results and building management during SY 14-15 and leaders are still growing to meet expectations.
2. Professional Development - These metrics monitor how staff are developed in specific initiatives to best serve students.
  - PAR (Peer Assistance Review) - % of PAR supported teachers who rate the overall program as Good or Excellent. Vision is >80%. This is at 84% (Vision level) with an increase of eight percentage points compared to a year ago. Did more PD district-wide based on key areas of improvement found during evaluations.
  - MTSS (Multi-Tiered Systems of Support) - % of Priority and Focus schools with highly established leadership teams. Vision is >90%. This is at critical level (60%) but with improved percentage of 10 percentage points for highly established teams compared to last year.
  - PBIS (Positive Behavior Interventions and Supports) - % of schools fully implementing the PBIS. Vision is >90%. This is at critical level (48%) with a 20 percentage point increase from last year. There are only two PBIS workers now implemented district-wide. Implemented systems to support PBIS, common language across district, tool that ties into Campus to get data and implementation rubric.
  - TD&E (Teacher Development and Evaluation) - % of teachers reporting their personal practice has improved as a result of TD&E. This measure is at baseline only (54%). In Year 2 of the rollout, a majority of teachers see value in TD&E regarding their development as professionals.

#### QUESTIONS/DISCUSSION:

- Concern was expressed on the number of schools implementing PBIS framework. When will the Board see data that PAR improves teaching. Is behavior improving as a result of implementation of PBIS? The Board needs to know if the plan is working. Response: This is a complicated formula in implementation of the strategy, it is a

combination of multiple things within each school. The State has increased the number of schools recognized for their PBIS work. It involves combining work with instructional practices, reforming school identity/climate and engaging families. It is a set of systems across the district that supports student achievement. When all of this is aligned at a school it will see improvement.

- The Board needs to know which programs are effecting change. Are kids learning more and are they behaving in the buildings?
  - Staff suggested it might be time to have some PBIS schools present to the Board to update them on how PBIS is working within schools.
  - It is important for the Board to establish where is now, to get focused on how the plan is evolving and if the plan is accomplishing its overall goals. In order to look at strategies the Board needs data that shows the District is moving in the direction it wants to go. At what point does the Board/Administration have opportunities to make choices so it can establish/redefine strategies/goals. Information keeping the Board focused on the bigger picture would perhaps be more helpful. Response: The on-going VisionCard process is intended to provide data points to see if desired results are being achieved. It is a system of metrics to measure the strategic plan, to report on outcomes and why/what are influencing changes. Administration worked to find high leverage points that bring about results to produce desired outcomes. It is a system offering reports on a continuous improvement process. If all the pieces are looked at as a totality it should help to determine if the district is using the right tools and strategies.
  - Fidelity with the PBIS model is important. How does the Board know schools are fully implementing PBIS with fidelity? Response: That comes from the checklist as part of the evidence-based process. Staff verify the checklist throughout the year and review metrics to see how well implementation is being done. 11 SPPS schools have been recognized by the State as having systems in place to implement programs. Schools need support on PBIS to keep moving through the implementation process. PBIS goals are put into the schools' SCIP to ensure better implementation.
  - Can a comparison be made between schools implementing and those not? The Board and Administration need to look deeper into the data.
3. Operational Excellence - these measures monitor how well the district is delivering effective and efficient operations.
- Nutrition Services (NS) -- (1) % of students participating in SPPS breakfast program - Vision is >64%. This is at 63% (Progress). (2) % of students participating in SPPS lunch program - Vision is >82%. This is at Vision (82%). Both breakfast and lunch participation has increased compared to SY 2013-14. Other Nutrition Services outreach includes:
    - Collaboration with the Office of Family Engagement to participate in Multilingual and Ethnic PAC meetings. They engage parents in recipe development and taste testing of new foods and engage students in culinary activities and taste tests.
    - For the SPPS breakfast pilot They worked with the Karen PAC to update the breakfast menu, sought a whole grain waiver, conducted multiple taste tests and have achieved continued success.
    - For National African American Parent Involvement Day, NS worked with Parents of African American Students PAC on the lunch menu, conducted multiple taste tests with the meal being well received.
  - Transportation - % of on-time arrival at first bus stop of the day - Vision is >98%. This is at Vision (99%).
  - Security and Emergency Management - % of school administrators that received annual emergency preparedness training - Vision is >95%. This is at progress (90%) with an 11 point increase compared to SY 13-14. At least one administrator at every school has received training.



- Facilities - (1) % recycling rate (by weight) - Vision is >60%. This is at concern level (43%). The actual amount of recycled materials is up 380 tons (24%) compared to SY 14-15 but the district is producing more trash at a higher rate. (2) % of energy use reduction. Vision is 2.5% decrease by 2020. This is at critical level with an increase of .04% in SY 15-16 compared to a decrease of 4.2% in SY 14-15. Mild winters have meant less than optimal operation of heating systems. Boilers for new constructions and replacements will be small and more efficient.
- Technology Services - % of IT service desk tickets resolved within 48 hours. Vision is >85%. This is at progress level (80%). 25% of tickets take more than 48 hours to resolve. Resolution is key in a digital environment.
- Business Office - (1) % of vendor payments made within 35 days - Vision is >90%. This is at 89% - Progress level; 89% of vendor payments are made in a timely manner. (2) % of unassigned general fund balance - Vision is >5%. This is at Vision level with 5.6%. Despite a challenging budget planning process, the Board mandate of 5% or higher fund balance was maintained.

C. Human Resource Transactions

**MOTION:** Mr. Schumacher moved approval of the Human Resource Transactions for the period July 1, 2016 through July 31, 2016. Mr. Marchese seconded the motion.

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

**IX. CONSENT AGENDA**

**MOTION:** Mr. Schumacher moved the Board approve all items on the Consent Agenda with the exception that the following items were pulled for separate consideration: C2 - Innocent Classroom Contract for 2016-17 SY; C3 - Agreement with City of St. Paul Police Department for Shared Costs of School Resource Officers (SROs); E7 - Professional Services from 292 Design Group; E8 - Professional Services from The Adkins Association Inc.; E9 - Professional Services from BWBR; E10 - Professional Services from Cuningham Group; E11 - Professional Services from Dunham Mechanical and Electrical Consulting Engineering; E12 - Professional Services from Engineering Design Initiative; E13 - Professional Services from Hallberg Engineering; E14 - Professional Services from Karges-Faulconbridge, Inc.; E15 - Professional Services from Kraus-Anderson Construction Company; E16 - Professional Services from Miller Dunwiddie Architecture; E17 - Professional Services from TKDA; E18 - Professional Services from U+B Architecture & Design, Inc.; E19 - Professional Services from Wenck Construction; E20 - Professional Services from Westlund Group Inc.; E21 - Professional Services from Wold Architects and Engineers and E22 - Purchase of 1050 N. Kent, St. Paul, MN. The motion was seconded by Ms. Ellis.

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

A. Gifts - None

B. Grants

**BF 30547** Request for Permission to Submit a Grant Application to the French-American Cultural Exchange (FACE) Foundation  
That the Board of Education authorize the Superintendent (designee) to submit a grant to the FACE Foundation for funds to support French immersion at Central Senior High School; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 30548** Request for Permission to Submit a Grant Application to Generation Next  
That the Board of Education authorize the Superintendent (designee) to submit a grant to Generation Next for funds to implement Focus on Freshmen in the district; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 30549** Request for Permission to Submit a Grant Application to the Minnesota Department of Education Full Service Community Schools Program  
That the Board of Education authorize the Superintendent (designee) to submit a grant to the Minnesota Department of Education for funds to better engage parents and community members at Hamline Elementary School; to accept funds, if awarded; and to implement the project as specified in the award documents

**BF 30550** Request for Permission to Submit a Grant Application to the Minnesota Department of Education's Grow Your Own Program  
That the Board of Education authorize the Superintendent (designee) to submit a grant to the Minnesota Department of Education for funds to pay teaching resident stipends in the district; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 30551** Request for Permission to Submit Multiple Grant Applications to the Minnesota Department of Education's Support Our Students (SOS) Program  
That the Board of Education authorize the Superintendent (designee) to submit a grant to the Minnesota Department of Education for funds to defray the cost of student support personnel in district schools; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 30552** Request for Permission to Accept a Grant from Open Your Heart to the Hungry and Homeless  
That the Board of Education authorize the Superintendent (designee) to accept a grant from Open Your Heart to the Hungry and Homeless to provide school supplies to homeless students in SPPS; and to implement the project as specified in the award documents.

**BF 30553** Request for Permission to Accept a Grant from the University of Minnesota  
That the Board of Education authorize the Superintendent (designee) to accept a grant from University of Minnesota to cover transportation costs for an off-site obesity prevention program in SPPS; and to implement the project as specified in the award documents.

**BF 30554** Request for Permission to Accept a Grant from the University of Minnesota's Project TRUST  
That the Board of Education authorize the Superintendent (designee) to accept a grant from the University of Minnesota to promote resiliency and inclusive school environments in SPPS; and to implement the project as specified in the award documents.

**BF 30555** Request for Permission to Submit a Grant Application to the Lillian Wright and C. Emil Berglund Foundation  
That the Board of Education authorize the Superintendent (designee) to submit a grant to the Lillian Wright and C. Emil Berglund Foundation for funds to purchase STEM education technologies at Crossroads Elementary Science; to accept funds, if awarded; and to implement the project as specified in the award documents.

C. Contracts

**BF 30556** Request for Permission for Saint Paul Public Schools Adult Basic Education to Enter into a Contract with Ramsey County Workforce Solutions

That the Board of Education authorize the Superintendent (designee) to enter into a contract with Ramsey County Workforce Solutions to provide ABE instructional and support services to adult learners participating in medical service careers training programs.

**BF 30557** Request for Permission to Enter into Contract with Youth Frontiers for the amount of \$17,000.

That the Board of Education authorizes the Superintendent (designee) to approve Creative Arts to enter into a contract with Youth Frontiers for the amount of \$17,000.00 to provide six retreats for the students and staff at Creative Arts.

D. Agreements

**BF 30558** EL Education Cooperation Agreement for 2016-17 SY

That the Saint Paul Public Schools Board of Education authorize the Superintendent (designee) to approve the 2016-17 partnership agreement between Open World Learning Community and EL Education.

E. Administrative Items

**BF 30559** Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools, and the Association of Supervisory and Administrative Personnel, Exclusive Representative for Supervisory Employees

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 supervisory employees represented by the Association of Supervisory and Administrative Personnel for the duration of this agreement for the period of July 1, 2015 through June 30, 2017.

**BF 30560** Approval of an Employment Agreement with Bricklayers and Allied Craftworkers Local Union No. 1 of Minnesota to Establish Terms and Conditions of Employment for 2016-2019

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment of those employees in this school district for whom Bricklayers and Allied Craftworkers Local Union No. 1 of Minnesota, is the exclusive representative; duration of said Agreement is for the period of May 1, 2016 through April 30, 2019.

**BF 30561** Approval of an Employment Agreement With International Union of Painters & Allied Trades District Council 82 to Establish Terms and Conditions of Employment for 2016-2019

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment of those employees in this school district for whom International Union of Painters & Allied Trades District Council 82, is the exclusive representative; duration of said Agreement is for the period of May 1, 2016 through April 30, 2019.

**BF 30562** Approval of an Employment Agreement with United Union of Roofers, Waterproofers and Allied Workers, Local Union No. 96, to Establish Terms and Conditions of Employment for 2016-2019

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment of those employees in this

school district for whom United Union of Roofers, Waterproofers and Allied Workers, Local Union No. 96, is the exclusive representative; duration of said Agreement is for the period of May 1, 2016 through April 30, 2019.

**BF 30563** 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, 2016, through June 30, 2018.

**BF 30564** Monthly Operating Authority

That the Board of Education approve and ratify the following checks and wire transfers for the period June 1, 2016 – June 30, 2016.

(a) General Account	#661206-662892	\$50,775,421.55
	#0002015-0002079	
	#7001825-7001868	
	#0001136-0001182	
(b) Debt Service	-0-	\$410,000.00
(c) Construction	-0-	\$1,522,994.44
		<u>\$52,708,415.99</u>

*Included in the above disbursements are payrolls in the amount of \$25,352,926.71 and overtime of \$169,665.60 or 0.67% of payroll.*

(d) Collateral Changes

Released: None

Additions: 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 November 30, 2016.

**BF 30565** Transportation Department FY17 Purchases over \$100,000

That the Board of Education authorize the purchase orders listed for the Transportation Department anticipated to be over the \$100,000 for FY2017.

**BF 30566** Request Permission to Delay Implementation of Uniform Guidance Procurement Standards.

That the Board of Education grant permission to Delay Implementation of Uniform Guidance Procurement Standards to July 1, 2017 (FY18), as permitted by Federal Regulations.

F. Bids - None

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

**BF 30567** Innocent Classroom Contract for 2016-2017 School Year

Director Brodrick pulled this item in order to learn more of the nature and scope of the initiative. Response: SPPS is working with two cohorts this year. The first is The Heights school staff. Over the course of professional development work teachers learn how to apply the equity work done to the classroom. Teachers have opportunities to practice content, evaluate practice and build student learning in the classroom.

Questions/Discussion:

- Is there the possibility to expand this and can SPPS afford it? How effective has it been and is it different from PEG work? Response: SPPS is rolling the initiative out slowly; it has been well received and SPPS is working on expanding it. Innocent Classroom is the next step in equity work. It is working to have schools reach critical mass (60-70% of teachers trained). This year the second cohort is open to buildings that have had other teachers involved. SPPS is working with the Grants Office to explore other grant opportunities to expand the program.
- A Board member asked to have this added to the COB agenda list.

**MOTION: Mr. Schumacher moved the Board of Education authorize the Superintendent (or Designee) to approve continuing our contract through the Office of Equity with Innocent Technologies LLC in the amount of \$85,000 for SY 2016-2017. The motion was seconded by Ms. Ellis.**

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

**BF 30568** Agreement with City of St. Paul Police Department for Shared Costs of School Resource Officers (SROs)

Director Brodrick stated he had pulled this item to ensure it was not passed as part of an entire agenda in order to recognize the efforts involved in getting to the current contract.

**MOTION: Mr. Schumacher moved the Board of Education consider and authorize the Chair and Clerk to execute an agreement with the City of St. Paul Police Department to provide School Resource Officers for services to the Saint Paul Public Schools for the term July 1, 2016 through June 30, 2017 in accordance with all terms and provisions of said agreement. Mr. Brodrick seconded the motion.**

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Abstained

Professional Services Agreements:

Director Brodrick stated he had pulled the following items for an explanation of the necessity of the contracts and how work is coordinated with staff and leadership. Why does SPPS not have the capacity to do this work with its own employees and save the costs involved in use of outside consultants.. Why is SPPS looking to outside experts when it has its own? Response: These consultants are used for projects as part of the on-going process to cover areas where there are time limitations or the need to additional expertise in certain areas of a project. They offer services SPPS cannot do in an efficient manner. The Board requires Facilities to have maximum hourly rates established on an on-going basis. The State has building code requirements that must be met and local authorities required drawings and designs be certified by professionals. Additionally, they provide help/expertise when the District cannot do certain areas within a project in a reasonable way within the timeline available. These groups also have people with extensive expertise and leverage in the area of space and its use in education. These are the organizations setting national conversations in education design. This is a perfunctory step to have contractual relationships in place to maintain SPPS's ability to address issues it does not have the staff to do.

QUESTIONS/DISCUSSION:

- As SPPS continues to use outside consultants to prepare plans and audit design changes, do they communicate with SPPS building staff? What is the relationship between consultant and building staff? How does this change the post FMP process? Response: There is a new organizational structure in place and Facilities is looking at what can be done better in house.
- As it moves forward with the FMP and uses the services of consultants can the Board be sure it has a running tab on costs involved? It is important that Facilities' key performance indicators are tracked within the department

**BF 30569** Professional Services from 292 Design Group

That the Board of Education authorize the administration to procure professional consulting services from 292 Design Group as needed, based on a schedule of rates not to exceed \$150.00 per hour.

**BF 30570** Professional Services from The Adkins Association Inc.

That the Board of Education authorize the administration to procure professional consulting services from The Adkins Association Inc. as needed, based on a schedule of rates not to exceed \$160.00 per hour.

**BF 30571** Professional Services from BWBR

That the Board of Education authorize the administration to procure professional consulting services from BWBR as needed, based on a schedule of rates not to exceed \$215.00 per hour.

**BF 30572** Professional Services from Cuningham Group.

That the Board of Education authorize the administration to procure professional consulting services from Cuningham Group as needed, based on a schedule of rates not to exceed \$195.00 per hour.

**BF 30573** Professional Services from Dunham Mechanical and Electrical Consulting Engineering

That the Board of Education authorize the administration to procure professional consulting services from Dunham Mechanical and Electrical Consulting Engineering as needed, based on a schedule of rates not to exceed \$200.00 per hour.

**BF 30574** Professional Services from Engineering Design Initiative

That the Board of Education authorize the administration to procure professional consulting services from Engineering Design Initiative as needed, based on a schedule of rates not to exceed \$150.00 per hour.

**BF 30575** Professional Services from Hallberg Engineering

That the Board of Education authorize the administration to procure professional consulting services from Hallberg Engineering as needed, based on a schedule of rates not to exceed \$165.00 per hour.

**BF 30576** Professional Services from Karges-Faulconbridge, Inc.

That the Board of Education authorize the administration to procure professional consulting services from Karges-Faulconbridge, Inc as needed, based on a schedule of rates not to exceed \$187.00 per hour.

**BF 30577** Professional Services from Kraus-Anderson Construction Company

That the Board of Education authorize the administration to procure professional consulting services from Kraus-Anderson Construction Company as needed, based on a schedule of rates not to exceed \$160.00 per hour.

**BF 30578.** Professional Services from Miller Dunwiddie Architecture

That the Board of Education authorize the administration to procure professional consulting services from Miller Dunwiddie Architecture as needed, based on a schedule of rates not to exceed \$200.00 per hour.

**BF 30579** Professional Services from TKDA.

That the Board of Education authorize the administration to procure professional consulting services from TKDA as needed, based on a schedule of rates not to exceed \$160.00 per hour.

**BF 30580** Professional Services from U+B Architecture & Design, Inc.

That the Board of Education authorize the administration to procure professional consulting services from U+B Architecture & Design, Inc. as needed, based on a schedule of rates not to exceed \$130.00 per hour.

**BF 30581** Professional Services from Wenck Construction

That the Board of Education authorize the administration to procure professional consulting services from Wenck Construction as needed, based on a schedule of rates not to exceed \$162.75 per hour.

**BF 30582** Professional Services from Westlund Group Inc.

That the Board of Education authorize the administration to procure professional consulting services from Westlund Group Inc. as needed, based on a schedule of rates not to exceed \$150.00 per hour.

**BF 30583** Professional Services from Wold Architects and Engineers

That the Board of Education authorize the administration to procure professional consulting services from Wold Architects and Engineers as needed, based on a schedule of rates not to exceed \$155.00 per hour.

**MOTION: Mr. Schumacher moved approval of Professional Services Consent Agenda Items (Board File Numbers 30569 through 30583). Ms. Vanderwert seconded the motion.**

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

E22. Purchase of 1050 N. Kent, St. Paul, MN  
Action on this item was held until Old Business was addressed.

**X. OLD BUSINESS**

**BF 30585** Third Reading: Policy 426.00 Use of Social Media

Staff indicated the rationale for development of this policy was to provide SPPS staff with District expectations for appropriate use of social media. In summary, employees will be held responsible for things communicated by them on social media; the District may take action when professional or personal use of social media impedes an employee's ability to do their job and only district-approved sites can claim to be representing schools or programs. This policy has been updated since its second reading. Guidelines are under development.

Staff was asked to define the difference between policy and procedure. Policy is the responsibility of Board and lays out the baseline of principles defining a certain area for the District. Procedures/guidelines are the way in which the policy is developed and implemented by Administration.

**MOTION:** Mr. Marchese moved the Board of Education adopt Policy 426.00 - Use of Social Media and instruct staff to place it in the Policies and Procedures Manual. The motion was seconded by Ms. Vanderwert.

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

**BF 30584** Purchase of 1050 N. Kent, St. Paul, MN

Plans are to relocate Jie Ming to Homecroft with the existing 142 students (which is anticipated to grow to 500). RiverEast will be relocated to leased or newly purchased space. ECFE will be transitioned out of Homecroft over the next few years.

- RiverEast creates a therapeutic school environment designed to the specific needs of learners with mental health diagnoses.
- Jie Ming will provide a permanent home for a growing program, tailored to the needs of language immersion. It get the program closer to the Mandarin program pathway Highland Middle/Senior (F2) and the building capacity aligns with needs as was originally designed as an elementary school
- Hamline creates an opportunity for identity and growth for the community.

The Board approved relocating RiverEast and the Jie Ming relocation at its April 26, 2016 meeting.

After looking at 41 different sites, 1050 N Kent was selected as it has the appropriate neighborhood setting, access from two separate streets, meets the minimum space needs of 5.5 acres and has central location two blocks from Dale Street. Negatives are there is an environmental remediation deed restriction necessitating abatement and removal of almost the entire current building for new construction. Staff reviewed the environmental history of the site and what would need to be done to lift the deed restriction on the site.

The asking price for the site is \$3 million, accepted offer is \$1.95 million with abatement and demotion costs of \$0.5 million. Funding source would be operating capital reserves. The estimated closing date would be October 15, 2016 with an R4 permitted use zoning designation.

A Board member requested RiverEast be placed on a future COB agenda for follow-up and the purchase proceeds.

**QUESTIONS/DISCUSSION:**

- Concerns were expressed about making this decision (1) What are the costs of environmental remediation? Response: \$.5 million for abatement and remediation. (2) The FMP and general property plan – SPPS is marketing another property with unknown income from it. Response: Facilities has already solicited an RFP for the 900 Albion site per Board approval. Due diligence was done on 900 Albion and it is not the right site for RiverEast. The Facilities Director stated he was confident around SPPS's ability to remediate the site. He has greater concern on the deed restriction.
- Deed restriction concerns – can it be lifted after construction completed? As SPPS looks at the deed restriction – what incentive is there for the owner to reduce their liability control? Response: I am confident that can be done. The deed restriction is in opposition to the zoning for site usage. Facilities has initiated conversation with owner regarding lifting the restriction and SPPS does have contingencies in place.
- Staff stated Facilities is asking for approval of the purchase agreement. It does have exit clauses if contingencies are not met. The Board would be approving purchase price and signing the purchase agreement. The contingencies around the deed restriction and other



things must happen before closing can be accomplished. SPPS can end the purchase agreement if contingencies are not met. The total purchase price is \$2.5 million including abatement/demolition. The site has R4 zoning - family/residential. If the property were clean SPPS could sell it and recoup its investment in property.

- What are the contingencies? Response: Board action, environmental component being accepted by MPCA, MDE review and comment submittal, title insurance and deed restriction.
- How will it be financed? Response; Financing will come from Operating Capital Reserve – property acquisition. This is one of SPPS's restricted funds.
- Does SPPS have a firm commitment from neighbors regarding parking? Response: There is a church south of the property and SPPS is in discussion on shared parking. It has had conversations with the church Education Subcommittee and the pastor. They would welcome a school to the community and feel it would strengthen an existing partnership.
- How would that factor into cost? Response: There would be an approximate \$300,000 benefit in sharing parking with a balance of some shared use of the facility. This does not change the economics or efficiency of the property but does allow for more green space.
- A Board member stated concern about the transaction – the cost of the property, the cost of building a new school and creating a facility that is in the best interest of the RiverEast program. The Board has a fiduciary responsibility to do what is best for the district.
- Another Board member stated it would put kids in a place that would meet their needs in order for them to succeed. It makes sense to bring them back into the SPPS system, This might be an area to take to the community so it can begin to understand what education costs in order to meet the needs of all kids.
- Earlier information regarding the cost would have been helpful in reaching a decision.

**MOTION:** Mr. Schumacher moved the Board of Education approve a Purchase Agreement, to be executed by the Superintendent, for the purchase of the real property located at 1050 N. Kent and authorize the Superintendent to execute, on behalf of the District, any and all documents necessary for said purchase. Ms. Ellis seconded the motion.

The motion was approved with the following roll call vote:

Mr. Brodrick	No
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	No
Ms. Ellis	Yes

## XI. NEW BUSINESS

### A. First Reading: Policy 211.02 - Student Voice in District Decisions

Staff stated the rationale for this policy is to formalize the student advisory committee in policy. The proposed policy states the role of the committee, contains a requirement for annual recruitment and resource allocation and allows for student representation on the Board.

## XII. BOARD OF EDUCATION

### A. Information Requests & Responses - None

### B. Items for Future Agendas

- Presentation on Innocent Classroom
- Challenges facing SPPS, narrow focus on where it is going over next months. Priority 1 is safety. Admin team deals with building security, leadership, staff and community. Outreach in all those areas. Public safety teams across county and city. Not only physical safety but building construction issues
- Hiring and engaging staff – hire sooner to get diverse candidates.
- Brain drain in district – lost 9 senior administrative positions – no school district can absorb that kind of loss indefinitely – SPPS needs to grow their own.

- Enrollment – working on climate within district
- Fiscal condition of district – get audit finished for foundation of where SPPS is at, where it is in program offerings and future issues this might arise..
- Cannot be all things to all people every day – do best job can in most fiscally responsible manner
- Superintendent search – need advice and counsel of community
- Equity – honor and respect everyone's voice and vision.
- Focus on safety and sub-issues.
- Take main things and work on them, be bold and move forward. Establish base of main 3 issues -- Safety, Fiscal Security and Superintendent search.

C. Board of Education Reports/Communications - None

### XIII. FUTURE MEETING SCHEDULE

A. Action to Reschedule Board Meeting Date

**MOTION: Mr. Schumacher moved the Board of Education reschedule the November 22, 2016 Board meeting to November 15, 2016. The motion was seconded by Mr. Marchese.**

The motion was approved with the following roll call vote:

Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Vanderwert	Yes
Mr. Schumacher	Yes
Mr. Marchese	Yes
Ms. Ellis	Yes

B. Board of Education Meetings (6:05 unless otherwise noted)

- September 20
- October 25
- November 15
- November 22 - Rescheduled to 11/15
- December 13
- January 10 - Annual Meeting - 4:30 p.m.
- January 24
- February 21
- March 21
- April 18 - Rescheduled to 4/25
- April 25
- May 16
- June 13 - Non-Renewals - 4:00 p.m.
- June 20
- July 11
- August 15

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

- September 13
- October 4
- November 1
- November 8 - Rescheduled to 11/1
- December 6
- January 10 - 5:15 p.m.
- February 7
- March 7
- April 11

- May 2
- June 13 - 4:45 p.m.
- July 11

#### **XIV. ADJOURNMENT**

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

**Motion passed by acclaim.**

The meeting adjourned at 9:43 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