

INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
January 21, 2014

I. CALL TO ORDER

The meeting was called to order at 5:32 p.m.

II. ROLL CALL

PRESENT:

Ms. O'Connell, Mr. Brodrick, Mr. Vue, Ms. Carroll, Ms. Doran, Ms. Seeba, Mr. Hardy, Ms. Walker, CEO, Ms. Cameron, Assistant General Counsel, Ms. Polsfuss, Assistant Clerk

III. PUBLIC COMMENT (Time Certain 5:30 p.m.)

- Bob Zick – SPPS security, charges for building use for police training, cost of operation for SPPS
- Rosie O'Brien – SPFT EA bargaining team re: contract negotiations

IV. APPROVAL OF THE ORDER OF THE AGENDA

- A. Order of the Consent Agenda
- B. Order of the Main Agenda

MOTION: Ms. Carroll moved approval of the Order of the Consent Agenda and the Order of the Main Agenda with noted changes. Ms. O'Connell seconded the motion:

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

V. APPROVAL OF THE MINUTES

- A. Minutes of the Regular Meeting of the Board of Education of December 17, 2013
- B. Minutes of the Saint Paul Public Schools Board of Education Annual Meeting - January 7, 2014

MOTION: Ms. O'Connell moved approval of the Minutes of the Regular Meeting of the Board on December 17, 2013 and the Annual Meeting of January 7, 2014. Ms. Carroll seconded the motion.

The motion was approved with the following roll call vote:

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Carroll	Yes
Ms. Doran	Yes

Ms. Seeba
Mr. Hardy

Yes
Yes

VI. COMMITTEE REPORTS

A. Committee of the Board Meeting of January 14, 2014

The meeting began with the COB Chair reminding Board members of various protocols and agreements that were in effect for the meeting.

The first item on the business agenda was an update by Wells Fargo on the Other Post Employment Benefits (OPEB) Trust. They provided a brief history of the trust and the current financial status of the trust.

This was followed by a presentation by the Deputy Ramsey County Auditor and Treasurer on Tax Increment Financing (TIF) and its impact on the schools. He stated overall, TIF is revenue neutral for schools.

Representatives from MMKR provided the Final Audit Report for the fiscal year ended June 30, 2013 to the Board. They indicated they had audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the District along with the related notes to the financial statements. The audit was conducted under auditing standards generally accepted in the U.S. *Government Auditing Standards* and the U.S. Office of Management and Budget (OMB) Circular A-133.

MMKR has issued an unmodified opinion on the District's basic financial statements. They reported no deficiencies in the District's internal control over financial reporting that were considered material weaknesses. Results of their testing disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

The Schedule of Expenditures of Federal Awards was fairly stated, in all materials respects, in relation to the basic financial statements. The results of their tests noted two instances of noncompliance with eligibility requirements both of which have been addressed by administration.

RECOMMENDED MOTION: That the Board of Education accept the Auditor's Report with thanks.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

Staff then presented details on the Second Budget Revisions for 2013-14. These included \$15.2 million in re-appropriations and \$10.9 million in revisions to the General and Community Service Fully Financed Funds. The new budget balance (revenue) is \$684.6 million and \$715.3 million in expenditures. The General Unassigned Fund Balance is \$31.5 million or 5.9%.

RECOMMENDED MOTION: That the Board of Education approve the revised budget for FY 2013-14 as presented.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes

Mr. Vue	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

The Chief of Staff presented an update on teacher negotiations and staff presented an update on the SSSC 2.0 strategic plan community outreach and public relations plans.

The Board work session included a Board Check-In, Finalization of Outside Committee Assignments, Plans for Conference Attendance and a Discussion on Future Board Meetings.

MOTION: Ms. Seeba moved, seconded by Ms. O’Connell, that the Board accept the report on the January 14 COB meeting and approve the minutes as published.

The motion was approved with the following roll call vote:

Ms. O’Connell	Yes
Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

VII. RECOGNITIONS

- A. Recognition of Former Board Member, Elona Street-Stewart was moved to the February Board Meeting.

VIII. SUPERINTENDENT’S REPORT

- A. Negotiations Update

The Chief Executive Officer reported on SPFT mediated negotiations. She indicated they had now reached 10 tentative agreements with discussion continuing on class size and wages as well as other items. Another session is scheduled on February 6.

- B. SSSC 2.0 Outreach Plan

The Assistant Director of Strategic Planning and Policy made the presentation. She noted SSSC 2.0 began with an assessment of the original SSSC strategic plan and builds on the foundation established by that plan. Outreach efforts include the accomplishments of the original SSSC. To this end, a brochure has been developed that summarizes those accomplishments.

Plans are in place to develop presentations for general and targeted audiences. These targeted presentations highlight relevant data specific to SPPS student groups and ways in which SSSC 2.0 will work to increase achievement and eliminate racial disparities.

A website was developed for SSSC at www.spps.org/strong schools and it currently includes dates for the State of the District address on January 30th that will introduce SSSC 2.0, dates of presentations on SSSC 2.0 for community and staff, links to VisionCards and archival information on the current SSSC plan. The website will ultimately include an overview of the SSSC 2.0 strategic plan, links to accomplishments under the current SSSC plan, FAQs and additional components as needed.

Face-to-face presentation on the SSSC 2.0 will be made at the State of the District address, the family and community information sessions, employee information sessions, information booths at various events and Parent Advisory Committees (PACs).

Family and community information sessions will provide a presentation on SSSC 2.0, Q & A and will stream live online. Translators and childcare will be provided. Dates and locations are:

- Sunday, February 9 – a webinar at 5:00 p.m.
- Thursday, February 13 at Como Park High School 6:30 p.m.
- Thursday, February 27 at Washington Technology Magnet 6:30 p.m.
- Saturday, March 8 at Harding High School 10:00 a.m.

Administration will also meet with community groups and target audiences as requested and existing district parent groups.

An Information booth was available at the School Choice Fair and will be set up at the February 22 Thinking College Early Fair as well as additional events as requested.

Employee information sessions are scheduled for February 6 7:30 a.m. American Indian Magnet; February 7, Noon – 345 Plato; February 11 7:30 a.m. Groveland Park Elementary; February 20 4:30 p.m. Benjamin E Mays and February 25 2:30 p.m. Central High School. Presentations are also planned for each school site.

QUESTIONS/DISCUSSION:

- What if a community group or PTO wanted a special session? Whom do they contact? Is that information on the website? Response: If it is not already there, staff will make sure it is on the website with the Assistant Director of Strategic Planning and Policy the contact person.
- On communications at each school site, how is administration planning to reach out to PTOs at school sites to provide the information to parents and community members? Response: The presentation is being made at school sites in order to make the presentation for staff and interested community. It has been found that the already scheduled community sessions are places where parents come to hear general information and targeted information and get their questions answered. The presentation will be made available to PTO's who want a specific session as well as working with the parent advisory committees.
- A Board member noted it was important to reach out to PTOs who may not be those who call frequently; administration should take it upon itself to reach to all parent communities.
- When administration is asking principals to communicate this with employees, are they being asked to do the same with parent groups? Response: Yes
- District councils as well? Response: Yes
- As this is different, what is being done to bring it to legislators and city council members? How are they being involved? Response: Use will be made of the meetings already scheduled. Administration is also expecting Board members to carry those messages to the District Councils and SPPS will also rely on Board members to carry the message to their legislative contacts. The Legislative Liaison will also talk to legislators and deliver the message along with various SPPS staff members. All existing avenues will be utilized to get the message out.
- A logistical question on the webinar, is there a maximum number and how is the sign up process being communicated? Response: Staff is not aware of a maximum so it is not too concerned. People do not have to sign up; all participants will be accepted that evening.

C. Human Resource Transactions

MOTION: Ms. Carroll moved that the Board approve the Human Resource Transactions for the period November 26, 2013 through December 31, 2013 as published along with the two principal placements just received (L. Saatzer, Interim Principal Farnsworth Lower and J. Kaufmann, Interim Principal for John A. Johnson). Ms Seeba seconded the motion.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

IX. CONSENT AGENDA

The Board extended it thanks to the community partners providing a variety of assistance to SPPS students.

MOTION: Ms. O'Connell moved the Board approved all Consent Agenda Items as published. The motion was seconded by Ms. Carroll.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

1. Gifts

BF 29568 Ecolab Foundation Gift to Humboldt High School 2014
That the Board of Education authorize the Superintendent (designee) to accept the \$17,000 gift from the Ecolab Foundation and provide a letter expressing appreciation for the gift.

BF 29569 Ratification of Gift Accepted from General Motors (GM) to the Saint Paul High School Automotive Program in the amount of \$18,270.00
That the Board of Education ratify the administration's action to accept the gift of the GM Cadillac Escalade EXT valued at \$18,270.00 to the Saint Paul Public Schools High School Automotive Program to advance and support educational programming for students and staff in preparing for the transition to postsecondary enrollment and completion.

BF 29570 Greater Twin Cities United Way Gift
That the Board of Education authorize the Superintendent (designee) to send a letter of appreciation to the Greater Twin Cities United Way's 2013 Holiday Wishes Program for its gift.

BF 29571 Highland Park Senior High School Gift Acceptance of \$9,000.00
That the Board of Education authorize the Superintendent (designee) to accept the donation of \$9,000.00 from Gene Bard in memory of his late wife Margaret Bard for a student scholarship and that the Superintendent (designee) send a letter of appreciation to Gene Bard.

B. Grants

BF 29572 Request for Permission to Submit Grant Applications to the Saint Paul and F. R. Bigelow Foundations to Support Transition Activities for Students Entering Middle School and High School
That the Board of Education authorize the Superintendent (designee) to submit a grant to the Saint Paul and Bigelow Foundations for funds to implement student transition activities in grades six and nine; to accept funds, if awarded; and to implement the project as specified in the award documents.

BF 29573 Request for Approval to Apply for Funds from the Minnesota State High School League's Foundation

That the Board of Education authorize the Superintendent (designee) to submit an application to the Minnesota State High School League's Foundation for monies being awarded to high schools in the State of Minnesota; to accept funds, if awarded; and to implement the project as specified in the award documents.

C. Contracts – None

D. Agreements

BF 29574 Lease Agreement with Teatro del Pueblo at the Baker Center

That the Board of Education ratify execution by the administration of a Lease Agreement between the District and Teatro del Pueblo for lease of space at the Baker Center for the term January 1, 2014 through June 30, 2014, for monthly rent of Three Hundred and 72/100 Dollars (\$300.72) and subject to all other terms and conditions of said agreement.

E. Administrative Items

BF 29575 Establishment of the Classified Position of Business Analyst for Independent School District No. 625 and Relevant Terms and Conditions of Employment

That the Board of Education of Independent School District No. 625 approve the establishment of the Business Analyst job classification effective January 21, 2014; that the Board of Education declare the position of Business Analyst as classified; and that the pay rate be Grade 16 of the 2012-2013 Professional Employees Association standard ranges.

BF29576 Recommendations for Exclusion of Students in Non-Compliance with Minnesota Statute 123.70 Health Standards: Immunizations

That the Board of Education excludes the named students from school effective January 30, 2014, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

BF 29577 General Liability, School Leaders Legal Liability and Auto Insurance

That the Board of Education authorize the Superintendent to renew a 12-month policy for general liability, school leaders legal liability, and auto insurance coverage with Riverport Insurance for the period February 1, 2014 through January 31, 2015, at a cost of \$879,512 for the policy term.

BF 29578 Monthly Operating Authority

That the Board of Education approve and ratify the following checks and wire transfers for the period November 1, 2013 – November 30, 2013.

General Account	#606606-608311	\$72,184,265.21
	#0000402-0000437	
	#7000395-7000442	
	#0000072-0000093	
Debt Service	-0-	\$0.00
Construction	-0-	<u>\$1,595,645.89</u>
		<u>\$73,779,911.10</u>

Included in the above disbursements are 3 payrolls in the amount of \$52,184,356.76 and overtime of \$274,209.54 or 0.53% of payroll.

Collateral Changes

Released None
Additions None

And, that the Board of Education further authorize payment of properly certified cash disbursements including payrolls, overtime schedules, compensation claims, and claims under the Workers' Compensation Law falling within the period ending April 31, 2014.

BF 29579 Property Insurance

That the Board of Education authorize the Superintendent to renew a 12-month policy for property insurance coverage with Affiliated FM for the period February 1, 2014 through January 31, 2015, at a cost of \$553,742 for the policy term.

F. Bids – None

X. **OLD BUSINESS** – None

XI. **NEW BUSINESS** – None

XII. BOARD OF EDUCATION

1. Information Requests & Responses

- Ms. Carroll suggested, since timing of when Board members might be talking to peers, colleagues and district councils, administration send District councils a summary of the power points and any additional information needed along with links to archival information right away so they have it in a timely manner.
- Ms. O'Connell noted that many district councils send most of their information out in electronic newsletters. She indicated she was sure they would publish any information SPPS sent to them. She asked that links be provided as well for anyone looking to find further information.
- Mr. Hardy asked that the various issue forums and networks be included as well.

2. Items for Future Agendas

- Mr. Hardy asked for an update at an upcoming COB from the St. Paul Public Schools Foundation on tutors in place in the schools.

3. Board of Education Reports/Communications

- Director O'Connell provided a review of her attendance at the recent Council of Great City Schools Annual Conference noting it concentrated on racial equity. She noted particular interest in the work the Portland Public Schools is doing with their special education and ELL students.
- She also provided an update on the recent Minnesota School Boards Association Leadership Conference.

XIII. FUTURE MEETING SCHEDULE

A. Action to Schedule Additional Board of Education Meetings.

MOTION: Ms. Carroll moved the Board schedule the following additional Board meetings: 1) A Special Closed Board of Education Meeting for Tuesday, December 9, 2014 for the purpose of the Superintendent's Evaluation. 2) A Closed Board of Education Meeting on February 11 at 4 p.m. on Labor Negotiations and 3) a Closed Board of Education Meeting on February 18 at 4 p.m. on Labor Negotiations. Ms. Seeba seconded the motion.

The motion was approved with the following roll call vote:

Ms. O'Connell	Yes
Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

B. Board of Education Meetings (5:30 unless otherwise noted)

- February 11 – CLOSED BOE on Labor Negotiations 4:00 p.m.
- February 18 – CLOSED BOE on Labor Negotiations 4:00 p.m

- February 18
- March 18
- April 15
- May 20
- June 24
- July 15
- August 19
- September 23
- October 14
- November 18
- December 16

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

- February 11 – 5:30 p.m.
- March 4
- April 8
- May 6
- June 10
- July 15
- September 9
- October 7
- October 28
- December 2

XIV. ADJOURNMENT

MOTION: Ms. O’Connell moved the meeting adjourn, seconded by Ms. Seeba.

The motion was approved with the following roll call vote:

Ms. O’Connell	Yes
Mr. Brodrick	Yes
Mr. Vue	Yes
Ms. Carroll	Yes
Ms. Doran	Yes
Ms. Seeba	Yes
Mr. Hardy	Yes

The meeting adjourned at 6:17 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