

INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
July 15, 2014

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

II. ROLL CALL

PRESENT: Ms. O'Connell, Mr. Vue, Ms. Carroll, Ms. Doran, Ms. Seeba, Mr. Hardy, Superintendent Silva, Mr. Lalla, General Counsel, Ms. Polsfuss, Assistant Clerk

Director Brodrick was absent.

III. APPROVAL OF THE ORDER OF THE MAIN AGENDA

MOTION: Mr. Hardy moved the Board approve the Order of the Main Agenda as published. Ms. Seeba seconded the motion.

The motion was approved with the following roll call vote:

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

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

- B. Zick – Failure to report misconduct

V. APPROVAL OF THE ORDER OF THE CONSENT AGENDA

MOTION: Ms. O'Connell moved the Board approve the Order of the Consent Agenda as published. Ms. Seeba seconded the motion.

The motion was approved with the following roll call vote:

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

VI. APPROVAL OF THE MINUTES

- A. Minutes of the Regular Meeting of the Board of Education of June 24, 2014

MOTION: Ms. O'Connell moved the Board approve the Minutes of the Regular Meeting of the Board of Education of June 24, 2014 as published. Ms. Seeba seconded the motion.

The motion was approved with the following roll call vote:

| | |
|---------------|-----|
| Ms. O'Connell | Yes |
| Mr. Vue | Yes |

| | |
|-------------|-----|
| Ms. Carroll | Yes |
| Ms. Doran | Yes |
| Ms. Seeba | Yes |
| Mr. Hardy | Yes |

VII. COMMITTEE REPORTS - None

VIII. RECOGNITIONS

BF 29779 Acknowledgement of Good Work Provided by Outstanding District Employees and Departments

Dana Abrams, District Ombudsperson, has been appointed to the Advisory Task Force on the Woman and Juvenile Female Offender in Corrections beginning July 1, 2014 for two years. The purpose of the Advisory Task Force is to advise the Commissioner of Corrections about issues facing adult and juvenile female offenders in this state and to recommend strategies to address those concerns. Minnesota remains a leader in developing and maintaining equitable services for female offenders, which are based on the special needs of this population.

MOTION: **Mr. Hardy moved the Board of Education recognize Ms. Abrams for her contributions and outstanding work. The motion was seconded by Ms. Carroll.**

The motion was approved with the following roll call vote:

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

IX. SUPERINTENDENT’S REPORT

A. SSSC Monitoring: Professional Development VisionCard

Staff described the professional development for aligned learning cycle, which is driven by achievement data. It begins with clear expectations then moves to training, general support/capacity building, monitoring and feedback and differentiated support based on need.

All professional development measures have a vision level of >90% except for training tracking which is 100%.

1. Clear Expectations

- Aligned Learning Indicators (the percent of aligned learning indicators completed in content area at all grades PK-12.). Work is being constantly reviewed and updated on a yearly basis.
 - Most recent standards prioritized and “unpacked” is at Vision (100%)
 - Sequencing guides established and aligned to standards is at Vision (100%)
 - Annual instructional rubric aligned with achievement data is at 100% or Vision.
- Common assessments aligned to standards, developed and posted displayed several charts showing alignment PK -12 in Literacy/ELA, Science, Math and Social Studies. Content area teams worked with teachers to develop common assessments to assess gaps found in assessment areas in core content areas.

2. Training

- Opening Week Participation – the percent of teachers who completed at least one Opening Week workshop in a given subject.
 - Elementary – Literacy/ELA (Vision 91%), Math (Vision 91%), Science (Vision 98%) and Social Studies (Vision 91%)
 - Secondary – Literacy/ELA (Vision 91%), Math (Vision 96%), Science (Vision 92%) and Social Studies (Vision 92%).

- Racial Equity: Beyond Diversity Workshops – 2,670 school staff have trained in Beyond Diversity since 2010, 170 facilities staff have participated as well. SPPS has developed internal capacity to lead Beyond Diversity training and has seen increases in participation and ratings due to this.
 - Percent of sites that recorded building-level PD sessions on district wide system for tracking PD is at Vision (92% or 66 schools/programs)
3. General Support and Capacity Building
 - Peer Assistance and Review (PAR) – in Year 4 (2013-14) 15 PAR-consulting teachers provided support to 52% of all probationary teachers. This is a collaborative between SPPS and SPFT. There will be 16 PAR personnel in 2014-15.
 4. Monitoring and Feedback
 - Percent of Priority, Focus and Continuous Improvement schools with classroom walkthroughs led by MTSS (Multi-tiered Systems of Support) teams is at Vision (100%).
 - Percent of Priority, Focus and Continuous Improvement schools with classroom walkthroughs led by their Assistant Superintendent is at 72%.
 5. Differentiated Support
 - Percent of Multi-Tiered Systems of Support (MTSS) team time spent on PD in schools
 - All MTSS team members is at baseline (58%) with 12,607 hours logged (the other 42% received other support).
 - Four Core team members (Literacy/ELA, Math, Science and Social Studies) are at Progress (83%) with 4,240 hours logged. Other support was provided for the remaining 17%.

Staff commented that having a team lead for content areas improved communication, planning and support driven by the school needs. What happens at school level has led to collaborative conversations. This is a responsive model with teams available to provide support on a timely basis and has led to a change from a department to a building model mindset. It has also led to bringing authority together between the Division of Schools and Academics leading to a strong sense of community

The quality of PD as reported in the teacher survey results conducted by the University of Chicago Five Essentials projects show (in this order: Strongly Agree, Agree, Disagree/Strongly Disagree):

- Been sustained and coherently focused, rather than short-term and unrelated: 23%, 54%, 23%.
- Included enough time to think carefully about, try to evaluate new ideas: 19%, 49%, 33%.
- Been closely connected to my school's improvement plan: 24%, 58% and 19%.
- Included opportunities to work productively with colleagues in my school: 27%, 50% and 23%.
- Included opportunities to work productively with teachers from other schools: 9% 28% and 63%.

Additional information was then provided on Beyond Diversity data:

- Total number of school staff trained 2011 through 2014: Elementary (40 schools) 2,064 staff; middle (7 schools) 330 staff; Secondary (12 schools) 430 staff; alternative education (18 schools/programs) 510 staff and 19 substitutes. In 2013-14 Elementary 837 staff, Middle 137 staff, Secondary 192 staff, Alternative Ed (200 staff) and four substitutes.
- Total number of district staff trained 2011 through 2014 totals 316 and in 2013-14 only 127 staff.

Next steps:

- Building positive school climate for students and adults in the schools
- Balancing professional development with deployment of support to schools
- Developing an evaluation process to see what is working and learn from best practices

- Move to develop stronger leadership from classroom teachers in professional development and best practices they are using
- Provision of professional development opportunities for non-professional staff

QUESTIONS/DISCUSSION:

- Why the heavy focus on opening week PD vs. PD throughout the year? Response: The challenge of evaluating PD during the year is timing; PD is often offered on evenings or weekends and participation is optional. The best opportunity to access the most teachers is Opening Week, which provides a fair measure of participation. Also, building level PD and optional workshops are at the buildings and more difficult to measure.
- What about opportunity for staff to work across schools? Response: When SPPS adopted the new common core standards, it pulled together 200 teachers to unpack the common core standards and develop units of instruction (particularly secondary). Participation rates were very high and the synergy was exciting. Currently work is being done on how to build positive school climate particularly in middle schools and developing ideas on how to build PBIS systems in the schools. As an example, schools with good climates are sharing information on passing time and what they have found works for them.
- Common assessments - concern was expressed in the area of elementary science, how would that be addressed? Response: The science team is aware this is an area needing to be completed. The challenge for the science department has been the expansion of the number of science teachers in the district leading to a need for more classroom support for new teacher coaching thereby limiting time available for assessment work.
- The MTSS teams are in all traditional schools. Are they in alternative schools as well? Yes under the Assistant Superintendent.
- As SPPS moves forward how did MTSS best practices interrupt negative challenges in some schools and how will it work in the coming year? Response: In a few schools, MTSS realized, with the number of new teachers, the critical need was to work on lesson planning. They look at the needs in the building at the time and customize support to meet that need at the time. Team members have permission to bring up issues they find or an area that needs to be addressed. Many issues are handled before they become a major issue because of this. They take a holistic look at sites to meet issues as they arise and establish goals to move to the next level and recognize the value of data in finding and addressing issues.
- Is SPPS accelerating efforts to address on-time graduation efforts? Response: MTSS in the high schools set mid-quarter pass rates to be sure 9th graders were provided with supports. MTSS has worked in middle schools on master schedules because the way students are scheduled into core classes affects the student's future. MTSS saw an issue and teams offered suggestions on how to adjust schedules to meet student needs. Pass rates of classes do count so emphasis is being put on that issue and how to provide supports to improve pass rates.

B. Human Resource Transactions

In addition to HR transactions, leadership appointments were also presented as follows:

- Establish Superintendency positions and associated salary ranges effective July 16, 2014 for Director of Teaching and Learning (salary range \$94,744-130,000) and appoint Hans Ott to that position effective July 16, 2014.
- Appoint Idrissa Davis to the Superintendency position of Deputy Chief, Technology Services effective July 28, 2014.
- Discontinue the Superintendency positions of Assistant Superintendent Teaching, Learning and Leading and that of Chief of Staff effective July 16, 2014.
- Appoint Vicki Turner as Assistant Director, Office of Early Learning under the Association of Supervisory and Administrative personnel effective July 28, 2014.
- Appoint Toya Stewart Downey, Communications Assistant Director under the St. Paul Supervisors' Organization effective June 8, 2014. and
- Amend the 2013-15 Terms and Conditions of Professional Employment for Members of the Superintendency to comply with the foregoing.

MOTION: Ms. O'Connell moved that the Board approve the Human Resource Transactions for the period June 1, 2014 through June 30, 2014 as published and approve the leadership actions/appointments as outlined above. Ms. Carroll seconded the motion.

The motion was approved with the following roll call vote:

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

X. CONSENT AGENDA

MOTION: Ms. O'Connell moved the Board approve all Items on the Consent Agenda as published. Mr. Hardy seconded the motion.

The motion was approved with the following roll call vote:

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

A. Gifts - None

B. Grants

BF 29780 Request for Permission to Submit a Grant Application to Action for Healthy Kids

That the Board of Education authorize the Superintendent (designee) to submit an application to Action for Healthy Kids; to accept funds, if awarded; and to implement the project as specified in the award documents.

BF 29781 Request for Permission to Submit a Funding Request to MASMS (Minnesota Educational Facilities Management Professionals)

That the Board of Education authorize the Superintendent (designee) to submit a request for a \$1,000 grant to MASMS for a student-led tree growing project; to accept the bins if awarded; and to implement the project as specified in the award documents.

BF 29782 Request for Permission to Accept a Grant from the Minnesota Vikings

That the Board of Education authorize the Superintendent (designee) to accept a grant from the Minnesota Vikings for the purpose of providing professional athletic training services to football players in SPPS and to implement the project as specified in the award documents.

BF 29783 Request for Permission to Accept a Grant to American Indian Magnet School from Project Learning Tree

That the Board of Education authorize the Superintendent (designee) to accept a grant from Project Learning Tree to fund a Medicine Wheel Garden at American Indian Magnet School; and to implement the project as specified in the award documents.

BF 29784 Request for Permission to Accept a Grant from the Robins, Kaplan, Miller & Ciresi Foundation for Children

That the Board of Education authorize the Superintendent (designee) to accept a grant from the Robins, Kaplan, Miller & Ciresi Foundation to fund the position of Director of Leadership Development; and to implement the project as specified in the award documents.

BF 29785 Request for Permission to Accept a Grant from Saint Paul Youth Commission

That the Board of Education authorize the Superintendent (designee) to accept a grant from the Saint Paul Youth Commission to support anti-bullying activities in middle schools and to implement the project as specified in the award documents.

BF 29786 Request for Permission to Submit a Grant Application to the U.S. Department of Education to Provide Multi-Tiered Behavioral Framework Support

That the Board of Education authorize the Superintendent (designee) to submit an application to the U.S. Department of Education to strengthen, align and expand the district's Positive Behavioral Interventions and Supports (PBIS) system to facilitate a healthy, culturally relevant social and academic learning environment for all students; to accept funds, if awarded; and to implement the project as specified in the award documents.

BF 29787 Request for Permission to Submit a Grant Application to the U.S. Department of Education to Help Communities Break the Cycle of Violence

That the Board of Education authorize the Superintendent (designee) to submit an application to the U.S. Department of Education to transform the way the district provides mental health services for its students by creating protocols and aligning mental health activities; to accept funds, if awarded; and to implement the project as specified in the award documents.

BF 29788 Request for Permission to Submit a Grant Application to the U.S. Department of Health and Human Services to Provide Youth Mental Health First Aid

That the Board of Education authorize the Superintendent (designee) to submit an application to the U.S. Department of Health and Human Services to provide Youth Mental Health First Aid (YMHFA) training to 525 adults in order to better identify mental health illness among students in grades 6-12 and refer them to appropriate resources; to accept funds, if awarded; and to implement the project as specified in the award documents.

C. Contracts

BF 29789 Request for Permission for Saint Paul Public Schools Adult Basic Education Program to Enter into a Contract with Saint Paul College

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 29790 Request for Permission to Contract with Urban Planet Software for Services for Continued Development and Management of Student Enrollment Management System

That the Board of Education authorize the Superintendent (designee) to approve the contract with Urban Planet Software for the above mentioned services for the period of August 1, 2014 – July 31, 2016 at an annual cost of \$60,000 not exceeding the total of \$120,000.

D. Agreements - None

E. Administrative Items

BF 29791 Active Employee and Early Retiree Health Insurance

That the Board of Education approve a contract for active employee and early retiree health insurance coverage with HealthPartners, effective January 1, 2015, at the proposed premium renewal rates.

BF 29792 Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools, and District Lodge No. 77 International Association of Machinists and Aerospace Workers AFL-CIO, Exclusive Representative for Machinists

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 machinist employees in this school district for whom District Lodge No. 77 International Association of Machinists and Aerospace Workers AFL-CIO, is the exclusive representative; duration of said Agreement is for the period of July 1, 2013, through June 30, 2015.

BF 29793 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, 2013 through June 30, 2015.

BF 29794 Employee Dental Insurance

That the Board of Education approve the contract for employee dental insurance coverage with HealthPartners effective January 1, 2015, at the proposed renewal rates.

BF 29795 Monthly Operating Authority

That the Board of Education approve and ratify the following checks and wire transfers for the period May 1, 2014 – May 31, 2014.

| | | |
|---------------------|------------------|-----------------|
| (a) General Account | #618608-621118 | \$75,725,164.14 |
| | #0000646-0000766 | |
| | #7000679-7000734 | |
| | #0000208-0000243 | |
| (b) Debt Service | -0- | \$0.00 |
| (c) Construction | -0- | \$2,169,917.05 |
| | | \$77,895,081.19 |

Included in the above disbursements are 3 payrolls in the amount of \$57,878,421.40 and overtime of \$272,731.68 or 0.47% of payroll.

(d) Collateral Changes

Released:

| | | |
|-------------|--|-----------|
| US Bank | FHLB of Cincinnati Letter of Credit No. 513730 | 5/1/2014 |
| Wells Fargo | Federal Reserve Bank of Boston | 5/12/2014 |

Additions:

| | | |
|---------|--|----------|
| US Bank | FHLB of Cincinnati Letter of Credit No. 515729 | 5/1/2015 |
|---------|--|----------|

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 October 31, 2014.

BF 29796 Request for Permission to Submit a Request to Ramsey County for Recycling Bins

That the Board of Education authorize the Superintendent (designee) to submit a request for recycling bins to Ramsey County; to accept the bins if awarded; and to implement the project as specified in the award documents.

F. Bids

BF 29797 Renewal of Request for Proposal Number A9465-E - Yogurt

That the Board of Education authorize the renewal of RFP #A9465-E with Upstate Niagara Cooperative Inc. for the furnishing and delivery of yogurt for the period July 1, 2014 through June 30, 2015, for an estimated value of \$350,000.

BF 29798 Renewal of Request for Proposal No. A153538-E - Non-Food Disposable Supplies

That the Board of Education authorize the renewal of RFP #A153538-E with Trio Supply for the furnishing and delivery of non-food disposable supplies for the period August 1, 2014 through July 31, 2015, for an estimated value of \$600,000.

BF 29799 Renewal of Request for Proposal Number A153556-E - Prime Vendor Contract for Groceries

That the Board of Education authorize the renewal of RFP #A153556-E with Indianhead Foodservice Distributor for furnishing and delivery grocery items and supplies for the period August 1, 2014 through July 31, 2015, for an estimated value \$3,800,000.

BF 29800 Renewal of Bid No. A200096-E - For the Furnishing and Delivery of Dairy Products

That the Board of Education authorize the renewal of Bid #A200096-E with Hastings Co-Operative Creamery Company for furnishing and delivery of dairy products for the period September 1, 2014 through July 31, 2015, for an estimated value of \$1,500,000.

BF 29801 Renewal of Request for Bid A200284-E - Petite Bananas

That the Board of Education authorize the renewal of Bid #A200284-E with Russ Davis Wholesale, Inc. for furnishing and delivery of Petite Bananas for the period September 1, 2014 through August 31, 2015, for an estimated value of \$210,000.

BF 29802 Renewal of Bid A200780-E - For the Furnishing and Delivery of Juice Products

That the Board of Education authorize the renewal of Bid #A200780-E with Hastings Co-Operative Creamery Company for furnishing and delivery of juice products for the period August 15, 2014 through June 30, 2015, for an estimated value of \$540,000.

XI. OLD BUSINESS - None

XII. BOARD OF EDUCATION

- A. Items for Future Agendas -- None
- B. Information Requests & Responses -- None
- C. Board of Education Reports/Communications - None

XIII. NEW BUSINESS - None

XIV. FUTURE MEETING SCHEDULE

- A. Action to Cancel July 21 Closed Board of Education Meeting and Reschedule It to July 22 (5:00-7:00 p.m.) for the Purpose of the Superintendent's Mid-Year Evaluation

MOTION: Ms. O'Connell moved the Board of Education cancel the July 21 Closed Board of Education Meeting and reschedule it to July 22 (5:00-7:00 p.m.) for the purpose of the Superintendent's Mid-Year Evaluation. Ms. Carroll seconded the motion.

The motion was approved with the following roll call vote:

| | |
|---------------|-----|
| Ms. O'Connell | 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)
- July 21 – CLOSED - CANCELLED
 - July 22 – CLOSED (Superintendent Evaluation) – 5:00 p.m.
 - August 19
 - September 23
 - October 14
 - November 18
 - December 9 – Closed (Superintendent Evaluation)
 - December 16
 - January 6, 2015 (Annual Meeting) – 5:00 p.m.
 - January 20
 - February 17
 - March 17
 - April 21
 - May 19
 - June 23
 - July 21
- C. Committee of the Board Meetings (4:00 unless otherwise noted)
- September 9
 - October 7
 - October 21
 - October 28 - Cancelled
 - December 2
 - January 13, 2015
 - February 10
 - March 3
 - April 7
 - May 5
 - June 9
 - July 21

XV. ADJOURNMENT

MOTION: Ms. Seeba moved the meeting adjourn. Ms. Carroll seconded the motion.

The motion was approved with the following roll call vote:

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

The meeting adjourned at 7:07 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