

INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
MINUTES OF THE SPECIAL MEETING OF THE BOARD OF EDUCATION
June 7, 2011

I. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

II. ROLL CALL

PRESENT: Ms. Carroll, Mr. Risberg, Ms. O'Connell, Mr. Brodrick, Ms. Street-Stewart. Mr. Hardy arrived at 4:23 p.m.

ABSENT: Ms. Kong-Thao

III. ORDER OF THE AGENDA

MOTION: Mr. Brodrick moved approval of the Order of the Agenda; motion seconded by Ms. O'Connell.

The motion passed with the following roll call vote:

Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Absent
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

IV. COMMITTEE REPORTS

A. Committee of the Board Meeting of May 31, 2011

1. The **Legislative Update** provided a review of the status of various bills when the legislative session ended, what would be involved with a government shutdown and how a shutdown would impact SPPS.

RECOMMENDED MOTION: That the Board of Education accept the Legislative Update Report with thanks.

The motion passed with the following roll call vote:

Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Absent
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

BF 28694 Early Retirement Incentive (ERI) - Action on the Revision to Wording

There was a brief review of the numbers involved and the financial impact of the incentive followed by a discussion on why the change in wording was necessary.

RECOMMENDED MOTION: That the Board of Education approve all three Memorandums of Agreement.

The motion passed with the following roll call vote:

Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Absent
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

3. Continuation of Discussion on FY 12 Budget

The discussion covered reductions and impacts in the following budget areas:

1. The Information Technology Budget
2. The Print Copy Mail Center
3. School Formulas and Secondary Schools
4. Transportation and
5. Other Budget Questions involving athletics, referendum funding and some requests by Board members for additional information.

4. The **Work Session** dealt with the following areas:

- Purchase of Board Timing Device

RECOMMENDED MOTION: That the Board of Education purchase the timing device.

The motion passed with the following roll call vote:

Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Absent
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

- Review of the Revised CEAC Application Form

BF 28695 A Resolution Regarding Redistricting

RECOMMENDED MOTION: That the Board of Education approve the Resolution on Redistricting, as revised, and move it to the Special Board meeting of June 7 for final action.

The motion passed with the following roll call vote:

Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Absent
Ms. O'Connell	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

A final motion was made that the Board act on the recommendations from the May 31 COB meeting at the Special Board Meeting of June 7. This took place at the June 7 meeting as noted above.

MOTION: Ms. Carroll moved, seconded by Mr. Brodrick, that the Board accept the report of the May 31, 2011 Committee of the Board meeting.

The motion passed with the following roll call vote:

Ms. Carroll	Yes
Mr. Risberg	Yes
Mr. Hardy	Absent
Ms. O'Connell	Yes

Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

V. NEW BUSINESS

A. Presentation of the Human Resource Transactions

The Executive Director of Human Resources stated the Board was being asked to act on Human Resource Transactions that included 57 individuals whose contracts would be non-renewed and two suspensions. He stated the 57 individuals were fewer than in previous years due primarily to the Early Retirement Incentive response. He asked that the recommended motion be approved and that administration then proceed with the process for the non-renewal of the 57 individuals.

QUESTIONS/DISCUSSION:

- Administration was asked to describe the process used in arriving at the non-renewals. Response: The non-renewals fall into two areas; 22 individuals being non-renewed due to performance issues and 35 due to non-renewal of contract. The 22 had been brought through the PAR review system and had consultations with their principal and assistant superintendent. Each individual was given the opportunity to meet again with their assistant superintendents, some chose not to take advantage of this. The other 35 are contract non-renewals. As the budget process advanced for the staffing of schools and departments various positions were identified to be cut and, in most cases, the individual occupying that position was cut or non-renewed. Each of those individuals has been communicated with as to their status with letters being sent to each.
- So, in most cases the budgetary cut was for a position held by someone who was probationary so there was no need for any other basis for decision. What about for people who were not in this status what happened? Response: Administration is working to ensure every teacher in SPPS classrooms are the best teachers SPPS has. SPPS wants to keep its best people and has been working with the union and principals to provide opportunities for those who need improvement to improve through a very defined, intentional and stringent process. If at the end of the process there was still a need for improvement, those were the individuals who were non-renewed for performance.
- Is there a typical point where the process begins? Response: It can happen at any time during the year and the process takes weeks to move through.
- What does contract non-renewal mean? Response: All teachers are on contract; these are non-renewal of probationary contracts in their first 3 years of employment in the district.
- There are 57 names here, how many if the early retirement incentive had not been in place? Response: It is estimated that it would have included an additional 92 people for a total of 149. Again, this is just an estimate at this point in time.
- So you are saying that by using the ERI program approximately 100 individuals were kept on staff? Yes. This is not a hard number due to a number of circumstances.
- Most of the people in the positions that were cut were probationary, correct? Of those who were not probationary, did the bumping, voluntary and involuntary transfer systems kick in? Response: Yes.
- It was noted that the 57 individuals included nurses, counselors, social workers, etc. who are under the same contract as teachers; they are professional staff. The use of "teacher" in this case is generic for professional staff.
- The Board complimented administration on the on-going improvement in the process used to monitor teacher performance and for their evaluation to ensure that the best teachers are in front of SPPS students.
- How many probationary teachers are now on staff? Response: There are 448 probationary individuals now on staff for 2011 (this includes the non-renewals).
- What does that number look like over time; is it stable over time? Can administration get that information for the Board? Response: The numbers are not available immediately but can be obtained. It was clarified that as SPPS moves forward with more attention to how it

approaches education and the kinds of staff that will best meet the needs of the student, it would be helpful to have that information, probably as the District moves into next school year. Such things as decreasing RPN and increasing LPNs, etc. It should be included as part of a larger discussion of what SPPS staff looks like and how it is being reorganized and tailored to meet the needs of the strategic plan.

- Thanks were again extended to PAR, the union and district staff for their work in deepening the performance and evaluation process in developing teaching staff.

MOTION: Director O’Connell moved approval of the Human Resource Transactions as presented. Director Carroll seconded the motion.

The motion passed with the following roll call vote:

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

B. Motion to Adopt Personnel/Position Recommendations

The Superintendent stated these positions were created in order to fill the needs of the reorganization.

MOTION: Ms. Carroll moved, seconded by Ms. O’Connell, the Board adopt the Superintendent’s recommendation and in connection therewith: Establish the following Professional Employees Association positions and associated salary grade: Marketing and Media Relations Coordinator Grade 18; Senior Marketing and Development Specialist Grade 13 and Marketing Communications Senior Associate Grade 13. Further, that the 2010-11 Professional Employees Association Agreement be amended to comply with the foregoing.

The motion passed with the following roll call vote:

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

QUESTIONS/DISCUSSION:

- Clarification was requested on whether this results in a decrease or increase in staff. Response: This is part of combining the Office of Innovation & Development and the former Communications Department and is a net decrease in staff. These new positions were created because the reorganization requires staff members to cover more areas of responsibility to support the SSSC Plan. There is a need for a broader array of skill sets in the new department so new job descriptions have been developed to meet that need?
- Except for the incoming director of the combined department, all staff have been laid off pending reapplication. Is that correct? Response: No, clerical staff has been retained and the individual dealing with federal and state grants has been retained. All the rest have been laid off pending reapplication.
- These are coming to the Board because they are new position descriptions, is that correct? Response: Yes
- How will these three roles move the district forward? Response: It is hoped the positions will move the district forward by giving it greater capacity to market individual schools as well as the district as a whole; increase enrollment related to the strategic plan by managing the privately funded enrollment campaign and increase the district’s ability to work with funders.

VI. ADJOURNMENT

MOTION: Mr. Hardy moved the meeting adjourn. Motion seconded by Ms. Carroll.

The motion passed with the following roll call vote:

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

The meeting adjourned at 4:34 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