

INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
REGULAR MEETING OF THE BOARD OF EDUCATION
Administration Building
360 Colborne Street
Saint Paul, Minnesota 55102

March 19, 2024
5:30 PM

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE ORDER OF THE MAIN AGENDA**
 - A. Motion to Move the Consent Agenda to Follow the Approval of the Order of the Consent Agenda
4. **RECOGNITIONS**
 - A. Acknowledgment of Good Work Provided by Outstanding District Employees 7
 - B. Acknowledgement of Good Work Provided by Students 9
5. **PUBLIC COMMENT**
6. **APPROVAL OF THE ORDER OF THE CONSENT AGENDA**
7. **APPROVAL OF THE MINUTES**
 - A. Minutes of the Special Meeting of the Board of Education of February 20, 2024 11
 - B. Minutes of the Regular Meeting of the Board of Education of February 20, 2024 13
 - C. Minutes of the Special Meeting of the Board of Education of February 24, 2024 30
 - D. Minutes of the Special Meeting of the Board of Education of February 26, 2024 32
 - E. Minutes of the Special Meeting of the Board of Education of March 2, 2024 36
8. **COMMITTEE REPORTS**
 - A. Minutes of the Committee of the Board Meeting of March 6, 2024 38
9. **FUTURE MEETING SCHEDULE 45**
 - A. Board of Education Meetings (5:30 p.m. unless otherwise noted)
 - B. Committee of the Board Meetings (4:30 p.m. unless otherwise noted)
10. **SUPERINTENDENT'S ANNOUNCEMENTS**
11. **ACTION AGENDA ITEMS**

A. Consent Agenda

1. Gifts	
a. Ecolab Foundation Gift	46
b. Request for Permission to Accept a Donation from Global Arts Plus PTA	48
c. MCJROTC Winter Leadership Camp	49
d. Acceptance of Donation from Maggie O'Reilly	50
2. Grants	
a. Request for Permission to Submit a Grant to the MN Department of Transportation's Safe Routes to School Grant	51
b. Request for Permission to Submit to the Whole Kids Foundation Garden Grant	52
c. Request for Permission to Submit a Grant to the Lillian Wright and C. Emil Berglund Foundation	53
d. Request for Permission to Submit a Grant to the MN Department of Education's Afterschool Community Learning Grant	54
e. Request for Permission to Submit to the MN Department of Transportation's Safe Routes to School District Coordinator Grant	55
f. Request for Permission to Submit a Grant to the MN Department of Transportation's Safe Routes to School Grant	56
3. Contracts	
a. Request to Sign the Contract with the City of Saint Paul pertaining to CollegeBound Saint Paul	57
b. Request to Sign the Amendment with Construction Careers Foundation (CCF)	59
c. Request for Proposal (RFP) -- No. A24-4273-MO - Leased Wide Area Network (WAN) and Internet Services	60
d. Contract with Learning Disabilities Association of Minnesota (LDA) 23-3786	61
e. Renewal of Contract with Teachers on Call	62
f. Design Services for Johnson High School Athletic Improvements Project (Project # 1150-24-01)	63
g. Contract Amendment #1 for U+B Architecture for the Wellstone Elementary Plumbing, Piping, and HVAC Replacement (Project # 4260-23-01)	65
h. Contract Amendment #1 for Snow Kreilich Architects for the Barack and Michelle Obama School Addition and Renovation (Project # 3210-23-01)	67
i. Contract Amendment #6 for TKDA for the Johnson High School HVAC Replacement (Project # 1150-19-01)	69
j. Contract Amendment #1 for KFI for the Hidden River Middle School Renovation & Addition (Project # 3140-20-02)	71

k.	Contract Amendment #3 for ATSR Planners, Architects, and Engineers for the Farnsworth Aerospace Upper HVAC Replacement (Project # 1030-23-01)	73
l.	Contract Amendment #2 for Dunham Associates for the Creative Arts ARP HVAC Upgrades (Project # 2170-22-01)	75
m.	Contract Amendment #6 for Cuningham Group Architects for the American Indian Magnet School Addition and Renovation (Project # 1160-19-01)	77
n.	Contract Amendment #5 for Cuningham Group Architects for the American Indian Magnet School Addition and Renovation (Project # 1160-19-01)	79
o.	Construction Manager as Advisor Services for Cherokee Heights Elementary School Building Systems Replacements (Project # 2070-23-01)	81
p.	Equipment Acquisition Award for Highland Park Middle School Entry Addition and Renovation (Project # 3081-23-01)	83
q.	Equipment Acquisition Award for American Indian Magnet Addition & Renovation (Project # 1160-19-01)	85
4.	Agreements	
a.	Memorandum of Agreement with American College of Education for Nursing Clinical Experiences	87
b.	Request to Sign School Social Work Internship Agreement with the University of Wisconsin, River Falls	88
c.	Request to Sign Concurrent Enrollment Joint Powers Agreement with Century College	89
d.	Focus Beyond Transition Services Metro Transit Adopt-A-Stop Program Agreement	90
e.	District Provided Cell Phone Service & Equipment Agreement	91
f.	Memorandum of Understanding between Lakes Country Service Cooperative and Saint Paul Public Schools	92
g.	Approval of Employment Agreement Between Independent School District No. 625 and Minnesota Teamsters Public and Law Enforcement Employees Union Local No. 320, Representing Bus Drivers	93
h.	Joint Powers Agreement between Saint Paul Public Schools and the City of Woodbury	94
i.	Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools and Saint Paul Federation of Educators, Exclusive Representative for School and Community Service Professionals	95
j.	Approval of Employment Agreement between Independent School District No. 625, Saint Paul Public Schools and Saint Paul Federation of Educators, Local 28, Exclusive Representative for Educators	96

k.	Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools and Saint Paul Federation of Educators, Exclusive Representative for Educational Assistants	98
l.	Access, Parking, and Temporary Construction Easement Agreement at Jie Ming Mandarin Immersion School	100
m.	Site Operation Agreement between Saint Paul Public Schools and the City of Saint Paul	101
n.	Project Labor Agreement (PLA) – Affirmation of the Board’s Previous Direction to Implement a PLA for Wellstone Elementary Plumbing, Piping and HVAC Replacement (Project # 4260-23-01)	102
o.	Project Labor Agreement (PLA) – Affirmation of the Board’s Previous Direction to Implement a PLA for Farnsworth Aerospace Upper HVAC Replacement (Project # 1030-23-01)	105
5.	Administrative Items	
a.	Monthly Operating Authority	108
b.	Recommendations for Exclusion of Students Non-Compliant with Minnesota Statute 121A.15 Health Standards: Immunizations	109
c.	Human Resource Transactions	110
d.	Settlement of Insured Claim	118
e.	Phase Gate Approval of the Bridge View Roofing Replacement (Project # 0175-21-01): Gate #5.2 – Project Final Fiscal Close-out	119
f.	Phase Gate Approval of the FY25 Fire Safety Program at Hubbs Center, Belvidere Early Learning, E-STEM Middle School, Early Childhood Hub East, and Early Childhood Hub West (Project # 0652-25-01): Gate #3 – Project Budget	121
6.	Bids	
a.	Phase Gate Approval of the Plumbing Plus project at Wheelock Early Learning Center, Eastern Heights Elementary, L’Etoile du Nord Upper, Groveland Elementary, Hubbs Center, Focus Beyond, John A. Johnson, Griffin Stadium, Dayton’s Bluff, Highwood Hills, and Student Placement Center (Project # 0551-23-01): Gate #4 - Contract Award	123
b.	Phase Gate Approval of the Barack and Michelle Obama School Addition and Renovation Project WS 0851 (Project #3210-23-01): Gate #4 - Contract Award	125
c.	Phase Gate Approval of the Jie Ming Phase II Addition & Renovation (Project # 3090-21-01) – Playground Equipment: Gate #4 - Contract Award; Gate #4A – Finance Plan Update	127
d.	Phase Gate Approval of the FY25 Fire Safety Program at Hubbs Center, Belvidere Early Learning, E-STEM Middle	129

School, Early Childhood Hub East, and Early Childhood Hub West (Project # 0652-25-01): Gate #4 - Contract Award	
e. Phase Gate Approval of the FY24 Paving Program at John A. Johnson and Groveland Elementary (Project # 0800-24-01): Gate #4 - Contract Award	131
f. Phase Gate Approval of the FY24 Paving Program at John A. Johnson and Groveland Elementary (Project # 0800-24-01): Gate #4 - Contract Award	133
g. Phase Gate Approval of the FY24 Flooring Replacement Program at Johnson High School, Farnsworth Upper, and Battle Creek Middle School (Project # 0225-24-01): Gate #4 - Contract Award	135
h. Phase Gate Approval of the FY24 Flooring Replacement Program at Johnson High School, Farnsworth Upper, and Battle Creek Middle School (Project # 0225-24-01): Gate #4 - Contract Award	137
i. Phase Gate Approval of the FY24 A/V Replacement Program at Washington Technology Magnet and Journeys Secondary School (Project # 0680-24-01): Gate #4 - Contract Award	139
j. Phase Gate Approval of the Como Park Senior Athletics (Project # 4110-23-01): Gate #4 - Contract Award	141
7. Change Orders	
a. Change Order #1 for Morcon Construction for the Rondo Complex ARP HVAC RTU Replacement (Project # 3170-22-01)	143
b. Project Budget Modification Request and Finance Plan Update for the FY24 Paving Program at John A. Johnson and Groveland Elementary (Project # 0800-24-01)	145
B. Further Items That Require Board Action	
1. Calendar Updates	146
12. INFORMATIONAL AGENDA ITEMS	
A. FY25 Budget Update	160
B. B.I.G.G: Board-Initiated Goals Governance	177
C. Onward SPPS: Crossroads Calendar	191
D. Policy Update	196
1. SECOND READING: Policy 516.00 Students: Medications/Medical Procedures	225
2. SECOND READING: Policy 533.00 Wellness	230
13. BOARD OF EDUCATION	
A. Information Requests/Responses and Items for Future Agendas	
B. Board of Education Reports/Communications	
14. ADJOURNMENT	
#BoldSubject#	

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Acknowledgment of Good Work Provided by Outstanding District Employees

A. PERTINENT FACTS:

1. **Kim Kroetsch**, a distinguished music educator in Saint Paul Public Schools, has been honored with the Minnesota Music Educator Association Elementary Music Teacher of the Year Award, recognizing her remarkable contributions to music education. With over two decades of experience at Global Arts Plus Lower, Kim has been instrumental in fostering an inclusive musical environment, transcending traditional roles.

As a leader within the SPPS Music/Arts community, Kim has actively contributed to the District Music Steering Committee, shaping and aligning the music curriculum with the SPPS Music Scope & Sequence.

As the Arts Integration Lead at her school, Kim passionately advocates for cultural inclusivity in the curriculum, embodying a dedication to providing a comprehensive, arts-infused, and integrated education. Her impact extends further through leadership roles in the Equity and Instructional Leadership Committee, where she spearheads engaging professional development initiatives with a focus on arts integration.

2. **Dr. Fatima Lawson**, principal of Highwood Hills Elementary, has been named one of the finalists (along with two others) for the Minnesota 2024 NAESP National Distinguished Principal (NDP) award. This marks the 40th year that MESPA and the National Association of Elementary School Principals (NAESP) have presented the prestigious award.

The National Distinguished Principals (NDP) program was established in 1984 to recognize elementary and middle-level principals who set high standards for instruction, student achievement, character and climate for the students, families and staff in their learning communities.

Interviews with the three finalists will be conducted in early May and the winner will be announced in mid-May.

3. The field of possible candidates for this year's Minnesota Teacher of the Year honor has been narrowed to 27 and **Jamie Williams**, the seventh grade American Studies teacher at Capitol Hill Gifted and Talented Magnet School, is one of the semifinalists.

Jamie, in her fifth year at Capitol Hill and her 13th within SPPS, is also the teacher-leader for Dare 2 Be Real, a student-led anti-racism group at the school.

An independent selection panel of 18 community leaders chose the semifinalists from an initial field of 159 candidates from across the state. The panel will review the semifinalists' portfolios again and review semifinalist video submissions in mid-March. The panel will select about 10 finalists from among the group.

The current Minnesota Teacher of the Year, Harding High School's **Michael Houston**, will announce his successor at the Minnesota Teacher of the Year banquet, scheduled for May 5 at the Saint Paul RiverCentre.

Education Minnesota, the statewide educators union, organizes and underwrites the Teacher of the Year program. Candidates include pre-kindergarten through 12th-grade, Early Childhood Family Education and Adult Basic Education teachers, from public or private

schools.

4. This item is submitted by Andrew Collins, Executive Chief of Schools & Learning.

B. RECOMMENDATION:

The recommendation is that the Board of Education recognizes the staff acknowledged above for their contributions and outstanding work.

INDEPENDENT SCHOOL DISTRICT NO. 625

BOARD OF EDUCATION SAINT PAUL PUBLIC SCHOOLS

DATE: March 19, 2024

TOPIC: Acknowledgement of Good Work Provided by Students

A. PERTINENT FACTS:

1. Central Senior High students **Kiernan Baxter-Kauf**, a sophomore, and **Max Ulven**, a junior, are the Minnesota State High School League winners of the Debate State Championship (public policy division).

Kiernan and Max argued for the federal government substantially increasing fiscal redistribution through a federal job guarantee, expanding social security and/or providing a basic income. After eight rounds, they defeated a duo from Minneapolis South 7-0. This was the first championship for Ulven and Baxter-Kauf.

Central students **Elliot Miller**, a sophomore and **Eleanor Johnson**, a senior, reached the quarterfinals of the State Tournament. They also have been invited to compete at the National Speech and Debate Association tournament in June.

Addie Jones-White and **Yao Buchl**, both juniors at Highland Park Senior High, also made it to the Debate State Championship. The duo were not even expecting to qualify for the state tournament and were excited but nervous leading up to the competition. To no one's surprise, their passion for the activity allowed them to put nerves aside, and they went on to have some intense debates against top teams like Central High School (the future Champions of the tournament) and Edina - ultimately beating a partnership of seniors from an opposing high school.

The Minnesota State High School League 2024 Debate State Tournament was held at the University of Minnesota January 12-13, 2024. The Minnesota Urban Debate League (MNUDL) sponsors the debate program in SPPS. MNUDL is a program of Augsburg University which provides resources and programming to support competitive academic debate in Twin Cities high schools and middle schools.

2. **Donovan Timmerman**, a junior at Washington Technology Magnet, represented the HUMWOW (Humboldt, Washington, and OWL) swimming cooperative at the Minnesota State High School League Boys State Swimming and Diving Meet. Donovan finished in the top 20 in the state for Class A and was the first representative from the HUMWOW cooperative to compete in the state competition. The tournament was held on February 29 at the University of Minnesota Aquatic Center.
3. Two Humboldt High School wrestlers represented SPPS at the Minnesota State High School League Boys State Wrestling Tournament in early March at the Xcel Energy Center. **Po Si Si**, a senior, fought hard at a very difficult 121 pound weight class, but was eliminated after his second defeat. Senior **Bran Tajia Looggins** placed third in the state at the 190 pound weight class.
4. This item is submitted by Andrew Collins, Executive Chief of Schools & Learning

B. RECOMMENDATION:

The recommendation is that the Board of Education recognizes the students acknowledged above for their contributions and outstanding work.

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

**SPECIAL MEETING OF THE BOARD OF EDUCATION
360 Colborne Street
Saint Paul, MN 55102**

**February 20, 2024
4:00 p.m.**

MINUTES

I. CALL TO ORDER

The meeting was called to order at 4:03 p.m. by Chair Henderson.

II. ROLL CALL

Board of Education: J. Vue, H. Henderson, U. Ward, E. Valliant, C. Franco, Y. Carrillo, C. Allen

Administration: Superintendent Gothard, P. Pratt-Cook, T. Sager, C. Long, S. Dahlke, J. Turner, S. Gray-Akyea, E. Wacker, A. Collins, K. Thao, M. Bruecken, T. Parent

III. APPROVAL OF THE ORDER OF THE MAIN AGENDA

MOTION: It was moved by Director Henderson, and seconded by Director Ward, to approve the order of the agenda. It passed by acclaim.

IV. MOTION TO CLOSE MEETING

MOTION: It was moved by Director Henderson and seconded by Director Carrillo that the Board of Education close the special meeting and continue the meeting as a closed meeting to discuss the matter of strategy for labor negotiations for these bargaining units, including ASAP, Educational Assistants, Principals, School and Community Service Professionals, Teachers, MMSA, PEA, AFSCME, Bus Drivers, CCEA, Custodians, Tri-Council, Electricians, Glaziers, Pipe fitters, Plumbers, Sheet Metal Workers, and Tri-Council Temps., as is provided for by Minnesota Statutes Section 13D.03. The motion passed by acclaim.

V. NEW BUSINESS

The Board of Education and staff discussed the matter of strategy for labor negotiations for these bargaining units, ASAP, Educational Assistants, Principals, School and Community Service Professionals, Teachers, MMSA, PEA, AFSCME, Bus Drivers, CCEA, Custodians, Tri-Council, Electricians, Glaziers, Pipe fitters, Plumbers, Sheet Metal Workers, and Tri-Council Temps., as is provided for by Minnesota Statutes Section 13D.03.

VI. MOTION TO OPEN MEETING

MOTION: It was moved by Director Henderson to conduct the remainder of this meeting as an open meeting. The motion was seconded by Director Allen. It passed by acclaim.

VIII. ADJOURNMENT

MOTION: It was moved by Director Henderson, and seconded by Director Franco, to adjourn the meeting. It passed by acclaim.

The meeting adjourned at 5:19 p.m.

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

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education

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

**REGULAR MEETING OF THE BOARD OF EDUCATION
360 Colborne Street
Saint Paul, MN 55102, and**

Available Streaming Online at www.spps.org/boe and Saint Paul Cable Channel 16

**February 20, 2024
5:30 p.m.**

MINUTES

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Halla Henderson, Chair.

2. ROLL CALL

Board of Education: C. Franco, E. Valliant, H. Henderson, U. Ward, J. Vue, C. Allen, Y. Carrillo
Superintendent Gothard

C. Long, General Counsel; S. Dahlke, Assistant Clerk

3. APPROVAL OF THE ORDER OF THE MAIN AGENDA

MOTION: Director Henderson moved approval of the order of the main agenda. The motion was seconded by Director Vue.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes
Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

4. RECOGNITIONS

BF 33637 Acknowledgment of Good Work Provided by Students

The Posse Scholarship involves a rigorous three-part interview process. This scholarship covers full four-year tuition at Macalester College along with providing the support system of being in a cohort. Out of a large number of nominations, only 10 scholars were selected to receive this award this year.

Out of the 10, four are from SPPS. The 2024 Posse Scholars are:

Dagmawit “Day” Tesfaye, Highland Park Senior High School
School Counselor, Kenneth Zimmerman

William Adi Toé, Como Park Senior High School
School Counselor, Choua Vang

Jolie Davis, Johnson Senior High School
School Counselor, Samina Ali

Joaquin Ochocki, Johnson Senior High School
School Counselor, Samina Ali

The Posse model works for both students and college campuses and is rooted in the belief that a small, diverse group of talented students—a Posse—carefully selected and trained, can serve as a catalyst for individual and community development. The key to a promising future for our nation rests on the ability of strong leaders from diverse backgrounds to develop consensus solutions to complex social problems. Posse’s primary aim is to train these leaders of tomorrow.

Posse was founded in 1989 because of one student who said, “I never would’ve dropped out of college if I’d had my posse with me.” The simple idea of sending a group of students together to college so they could “back each other up” became the impetus for a program that today has identified, recruited and trained more than 10,000 students with extraordinary academic and leadership potential.

5. PUBLIC COMMENT

- | | |
|--|---|
| 1. <u>Stacey Alcenat</u> | Concern about teacher |
| 2. <u>Tess Corbett</u> | Concern about teacher |
| 3. <u>Michelle OBrien</u> | Concerns about GAP |
| 4. <u>Leo Jackson</u> | Equitable pricing for community associations |
| 5. <u>Jennifer Hartman</u> | Community associations and the definition of Uniqueness |
| 6. <u>Lisa Zinnel</u> | Concerns re: Global Arts Plus |
| 7. <u>Rachel Osborne</u> | SPPS Library Media Specialists |
| 8. <u>Kirsten Anderson</u> | Access to Special Education and School-Parent Partnership |
| 9. <u>Thomas Lucy</u> | SPPS and community partnerships |
| 10. <u>Suki Akers</u> | Experiences at GAP |
| 11. <u>Zoey Haines</u> | Achieve Twin Cities Career and College Readiness Program |
| 12. <u>Phil Sheridan</u> | SPPS Library Media Specialists |
| 13. <u>Leslie Rumsey-Rogers</u> | Concerns at GAP |
| 14. <u>Rick Heller</u> | ADA Compliance |

6. APPROVAL OF THE ORDER OF THE CONSENT AGENDA

MOTION: Director Henderson moved approval of the Order of the Consent Agenda with item 3-a: Contract with Delta-T Group for SPED Staffing, pulled for separate consideration. The motion was seconded by Director Franco.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes

Director Henderson	Yes
Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

7. APPROVAL OF THE MINUTES

- A. Minutes of the Special Meeting of the Board of Education of January 23, 2024
- B. Minutes of the Regular Meeting of the Board of Education of January 23, 2024
- C. Minutes of the Special Meeting of the Board of Education of January 26-27, 2024
- D. Minutes of the Special Meeting of the Board of Education of February 12, 2024

MOTION: Director Henderson moved approval of the Minutes of the Special Meeting of the Board of Education of January 23, 2024; Minutes of the Regular Meeting of the Board of Education of January 23, 2024; Minutes of the Special Meeting of the Board of Education of January 26-27, 2024; and the Minutes of the Special Meeting of the Board of Education of February 12, 2024. The motion was seconded by Director Allen.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes
Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

8. COMMITTEE REPORTS

- A. Minutes of the Committee of the Board Meeting of February 6, 2024

At the Committee of the Board Meeting on February 6, 2024, there was a presentation on the American Rescue Plan (Fiscal Year 24) Status Update. Questions and discussion focused on the largest portion of spending of the funds and variables with fluctuation, a request on the additional funds spent this year compared to last, information on the “real time allocations” and monitoring, and learnings from safely reopening schools. Further information was also requested on the promising data points or strategies from this work, details on work with the Ramsey County Sheriff’s Office, and process of matching partners with school communities. Details were also requested on the monitoring of sites and program-level data collected through the monitoring process.

The second presentation included information on the Fiscal Year 24 and Fiscal Year 25 Budget Update. Questions and discussion from this presentation included information on the potential changes from now until the end of June on the budget figures and the impacts of employment contracts, details of funds for staffing versus one-time spending, site and program allocations and communications, as well as enrollment projections for next school year.

The third presentation included the Policy Update. The first policy reviewed was Policy 516.00 - Students: Medications/Medical Procedures. Discussion on this policy included information requests about the storage

and availability of certain medications. Overall, the Board approved moving the proposed revisions to this policy to the three-reading process. The next policy reviewed was Policy 533.00 - Wellness. Questions and discussion on these proposed revisions included the rationale for the changes, staffing related to the proposed changes, discussion of recess in middle school, further information requests on the food guidelines included in the proposed revisions, tracking and monitoring of activities by schools and programs, and non-food celebrations as noted in the proposed revisions. The Board also encouraged the District to be intentional about offering district spaces to the community, including outdoor fields and indoor courts to align with this policy. Overall, the Board approved moving these revisions to the three-reading process, with tentative further discussion.

The fourth presentation included the 2023 Latino Consent Decree Parent Advisory Council Annual Report. Discussion from the Board included a noticeable shift from systems support to an educational focus, supports available for teachers, questions on the timeline and process to review the curriculum and information on the past delays, and the potential to expand this model for other cultures and programs throughout the district. Members of the committee also shared their personal experiences and views of support in cultural identity. Staff also noted their history and experiences in partnering with the Latino Consent Decree Parent Advisory Council and the continued collaboration that has grown. Board members thanked the Council for their work and advocating for their students, and for their work to build a better district to serve our students.

Lastly, following adjournment, the Board conducted a work session regarding the discussion of Board-proposed Fiscal Year 25 budget parameters.

MOTION: Director Ward moved to accept the report on the February 6, 2024 Committee of the Board meeting and approve the recommended motions and minutes of that meeting as published. The motion was seconded by Director Carrillo.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes
Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

9. FUTURE MEETING SCHEDULE

A. Board of Education Meetings (5:30 p.m. unless otherwise noted)

- 2024
 - March 19
 - April 23
 - May 21
 - June 11 (Special Meeting – Non-Renewals) | 4:00 p.m. | Conference Room 5A
 - June 18
 - July 16
 - August 20
 - September 17
 - October 22

- November 19
- December 17

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

- 2024
 - March 6 - Wednesday
 - April 3 - Wednesday
 - May 7
 - June 11
 - August 7 – Wednesday
 - September 10
 - October 8
 - November 6 – Wednesday
 - December 3

10. SUPERINTENDENT'S ANNOUNCEMENTS

Superintendent Gothard noted the beginning of the legislative session at the state capitol, and the challenges of funding for this year. We will balance the budget, but it will be a challenge. SPPS was able to use ARP funding for innovative impacts, and while we knew they were time bound, we also want to preserve some existing work to move positions. He also provided a brief update on the two successful mediation sessions, and thanked the team, the Board of Education, and SPFE. We do believe there is a good desire to settle the contract, and provided a history of strike votes and the 2020 strike. There is a willingness to come together, to be creative, and understand each other in order to settle the contract and avoid further disruption. It is the commitment of both the Superintendent and his team to settle the contract.

11. AGENDA ITEMS THAT REQUIRE BOARD ACTION

1. Consent Agenda

MOTION: Director Henderson moved approval of all items within the consent agenda withholding item 3-a: Contract with Delta-T Group for SPED Staffing, for separate consideration. Director Franco seconded the motion.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes
Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

1. Gifts

BF 33638 Highland Park Senior High School Gift Acceptance of \$5,000

The Board of Education authorizes the Superintendent (designee) to accept the donation of \$5,000.00 from Scott Milburn for continued auditorium needs, and that the Superintendent (designee) send a letter of appreciation to Scott Milburn

BF 33639 Request for Permission to Accept a Gift from the Ecolab Foundation

The Board of Education authorizes the Superintendent (designee) to accept a gift from the Ecolab Foundation to support relationship building for teachers through team building activities as well as transportation support ; to accept funds; and to implement the project as specified in the award documents.

2. Grants

BF 33640 Request for Permission to Accept a Grant from the St. Paul Chapter of the Awesome Foundation

That the Board of Education authorize the Superintendent (designee) to accept funds from the St. Paul Chapter of the Awesome Foundation and to implement the project as specified in the award documents.

BF 33641 Request for Permission to Submit a Grant to Greater Twin Cities United Way

That the Board of Education authorize the Superintendent (designee) to submit a grant to Greater Twin Cities United Way; to accept funds; and to implement the project as specified in the award documents.

BF 33642 Request for Permission to Submit Grants to the Minneapolis Foundation and Shakopee Mdewakanton Sioux Community

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Minneapolis Foundation and Shakopee Mdewakanton Sioux Community; to accept funds; and to implement the project as specified in the award documents.

BF 33643 Request for Permission to Submit a Grant to the Minnesota Department of Education's Innovation in Service Learning Grant

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Minnesota Department of Education's Innovation in Service Learning Grant program; to accept funds; and to implement the project as specified in the award documents

BF 33644 Request for Permission to Submit a Grant to PrairieCare Fund

That the Board of Education authorize the Superintendent (designee) to submit to PrairieCare Fund's Mental Health Grant program; to accept funds; and to implement the project as specified in the award documents.

BF 33645 Request for Permission to Submit a Grant to the US Department of Agriculture's Patrick Leahy Farm to School Grant

That the Board of Education authorize the Superintendent (designee) to submit a grant to the US Department of Agriculture's Patrick Leahy Farm to School Grant program; to accept funds; and to implement the project as specified in the award documents.

3. Contracts

BF 33646 RFP #A219429-A | Amendment of Request for Non-Food Supplies

That the Board of Education authorize the amendment of RFP #219429-A to increase the dollar amount of the contract with Trio Supply by \$450,000 to a total of \$1,050,000 for furnishing and delivery of non-food supplies.

BF 33647 RFP # A218951-A | Amendment of Request for Prime Vendor Food

That the Board of Education authorize the amendment of RFP # A218951-A to increase the dollar amount of the contract with Indianhead Foodservice Distributor by \$2,000,000 to a total of \$8,500,000 for furnishing and delivery of food supplies.

BF 33648 Leadership Development for Non-Licensed Staff

That the Board of Education authorize the Superintendent (designee) to execute a contract in the amount not to exceed \$200,000.00 with In the Lead, Inc.

BF 33649 Design Services for the Washington Technology Roofing and Paving project (Project # 4040-24-01)

That the Board of Education authorize award of design and construction administration services to Miller Dunwiddie for the not-to-exceed fee of \$337,400.

4. Agreements

BF 33650 Memorandum of Agreement with Capella University for Nursing Clinical Experiences

That the Board of Education authorizes the Superintendent to enter into a memorandum of understanding with Capella University for nursing clinical experiences.

BF 33651 Lease Agreement with Teatro del Pueblo

That the Board of Education authorize the execution of the Lease Agreement between the District and Teatro del Pueblo at the Baker Center, located at 209 West Page Street.

BF 33652 Lease Agreement with West Side Community Organization

That the Board of Education authorize the execution of the Lease Agreement between the District and West Side Community Organization at the Baker Center, located at 209 West Page Street.

BF 33653 Request to Sign School Social Work Internship Agreement with Metro State University

The Board of Education authorizes the Superintendent (designee) to sign the School Social Work Internship Agreement between Saint Paul Public Schools and Metro State University.

BF 33654 Lease Agreement with Youth Farm

That the Board of Education authorize the execution of the Lease Agreement between the District and Youth Farm at the Baker Center, located at 209 West Page Street.

BF 33655 Lease Agreement with the YMCA of the Greater Twin Cities

That the Board of Education authorize the execution of the Lease Agreement between the District and the YMCA of the Greater Twin Cities at the Baker Center, located at 209 West Page Street.

5. Administrative Items

BF 33556 Monthly Operating Authority

That the Board of Education approve and ratify the following checks and electronic transfers for the period December 1, 2023 – December 31, 2023

(a) General Account	#768045-769073	\$94,010,491.45
	#0005106-0005143	
	#7005030-7005060	
	#0009398-0009549	
(b) Construction Payments	- 0 -	\$7,548,048.34
(c) Debt Service	- 0 -	<u>0.00</u>
		\$101,558,539.79

Included in the above disbursements are two payrolls in the amount of \$65,265,391.95 and overtime of \$398,415.71 or 0.61% 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 Worker's Compensation Law falling within the period ending June 30, 2024.

BF 33557 Recommendations for Exclusion of Students Non-Compliant with Minnesota Statute 121A.15 Health Standards: Immunizations

That the Board of Education exclude noncompliant student(s) from school(s) effective February 28, 2024, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

Human Resources Transactions

BF 33558 Transactions for January 1 – January 31, 2023

BF 33559 Facilities Department FY24 Purchases over \$175,000

That the Board of Education authorize the purchases listed for the Facilities Department anticipated to be over the \$175,000.

BF 33560 Project Budget Modification Request and Finance Plan Update for the Farnsworth Aerospace Upper HVAC Replacement Project (Project #1030-23-01)

That the Board of Education approve the budget modification to the Farnsworth Aerospace Upper HVAC Replacement project (Project # 1030-23-01).

BF 33561 Phase Gate Approval of Eastern Heights Playground Replacement (Project # 1070-23-01): Gate #5.2 – Project Final Fiscal Close-out

That the Board of Education accept the report provided for Eastern Heights Playground Replacement (Project # 1070-23-01) at Phase Gate Check #5.2 – Project Final Fiscal Close-out.

BF 33562 Phase Gate Approval of FY23 Paving Program (Project # 0800-23-01): Gate #5.2 – Project Final Fiscal Close-out

That the Board of Education accept the report provided for FY23 Paving Program (Project # 0800-23-01) at Phase Gate Check #5.2 – Project Final Fiscal Close-out.

6. Bids

BF 33563 Phase Gate Approval of the Highland Park Middle School Entry Addition and Renovation Project WS 02-A (Project #3081-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A24-4266-JG for the Highland Park Middle School Entry Addition and Renovation project (Project #3081-23-01) to Kellington Construction, Inc. for a lump sum base bid of \$804,635.

BF 33564 Phase Gate Approval of the Highland Park Middle School Entry Addition and Renovation Project WS 07-H (Project #3081-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A24-4302-JG for the Highland Park Middle School Entry Addition and Renovation project (Project #3081-23-01) to Central Roofing Company for a lump sum base bid of \$1,397,000.

BF 33565 Digitization of SPPS Employee and Labor Relations Records

That the Board of Education approve of the digitization of SPPS HR records for the amount not to exceed \$400,000

7. Change Orders

BF 33566 Change Order #28 for Market & Johnson, Inc. for the Johnson High School HVAC Replacement Project (Project # 1150-19-01)

That the Board of Education authorize the Superintendent, Superintendent's Designee, or Executive Director of Operations and Administration to sign Change Order #28 for Market & Johnson, Inc. for the Johnson High School HVAC Replacement project (Project # 1150-19-01) for the amount of \$275,324.

ITEMS PULLED FOR SEPARATE CONSIDERATION

BF 33667 Contract with Delta-T Group for SPED Staffing

Director Franco requested further discussion on this item to discuss the utilization of the funds in the contract, as well as the process for this contract as determined to be the most effect way of filling vacant positions. Assistant Superintendent of Specialized Services, Heidi Nistler, provided additional details for this item. The most important aspect in the department is to ensure high-quality staff to support students with disabilities, and we are experiencing shortages in staffing positions related to special education. We are exploring a variety of different methods and strategies to address these concerns, including hiring bonuses and partnering with universities to develop programs, retention and training. We continue to see vacancies in special education that impact our students, families, and educators though. In looking at ways to address it, one option is a contract staffing agency, which provide agency benefits that are different than the district. This year, we are looking at several staffing areas to fill positions in which we previously were unable to. With the funding, and included in the contract and staffing, which covers salaries and benefits for those positions, and instead of the district paying the staff directly, the salaries are paid to the staffing agency, and then the salaries are allocated to the staff members.

- Is this a continuation of an existing contract? Response: This is a new staffing agency, and they are separate from other agencies and candidates with Delta-T.
- How are we leveraging our internal strategies, to potentially not need staffing agencies in the future? Response: We have a shared goal for employees to be direct hires and part of the SPPS community and we are working to prepare allocations for the upcoming school year. There is a comprehensive document with student needs that correlates to licensed staffing for teachers, therapists, and paraprofessionals to support students in special education. We have posted positions and are conducting interviews, and offering early contracts in order to fill as many positions as possible.
- Director Vue requested information about the staffing market in general and the reasons it is so difficult to retain staff. Response: Over the past few years, studies across the state have shown that the number of educators with a special education licensure is lower, and the numbers for those who retire or resign from the field surpasses the amount of educators joining the field. It is a statewide and nationwide problem, and we need to be intentional of the efforts to recruit and support staff. We are working on internal recruitment and retention procedures, and leveraging programs with universities, such as the University of Saint Thomas, and also in grants programs through MDE at the U of M that support a special education pipeline.
- Director Henderson requested information on the process for hiring staff through the contract staffing agency in order to be internal staff, as well as the additional benefits offered by the staffing agency. Response: Staff may reach out to the building principal or Assistant Superintendent who want to be hired by the District and they would have a conversation with the agency to be released from the contract, likely after the school year, and they would then apply through SPPS. We have had several educators who have enjoyed and find value in SPPS and continued. One of the main benefits we have heard is the agency offers to cover relocation costs for those staff members who may require relocation, which is not currently a benefit offered by the District.

MOTION: Director Henderson moved to authorize the Superintendent (designee) to approve the contract with Delta-T Group for SPED staffing. Director Franco seconded the motion.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes
Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

FURTHER AGENDA ITEMS THAT REQUIRE BOARD ACTION

1. Resolution Relating to Certification of Minutes Relating to Lease Purchase Agreement and \$101,315,000 Full-Term Certificates of Participation, Series 2024A. Ratifying the Award of Sale

Superintendent Gothard then welcomed Tom Sager, Executive Chief of Financial Services, as well as Steve Pumper from PMA Municipal Group to present the details of this item. At the August 22, 2023 School Board meeting, the School Board received and reviewed information pertaining to an upcoming Certificate of Participation sale for purposes of obtaining the resources for the District's capital needs included in the SPPS Builds plan. Also at the August 22 meeting, the School Board approved a resolution that authorized the Superintendent, Chief of Administration and Operations, or Executive Chief of Financial Services to execute a Certificate Purchase Agreement for the stated purposes. At the January 9, 2024 Committee of the Board Meeting, the Board received and reviewed background information and further details pertaining to the impending certificate sale to help fund construction projects at Hidden River Middle School, Highland Park Middle School, Barack and Michelle Obama Elementary, and Bruce Vento Elementary. The sale of these Certificates of Participation commenced on Wednesday February 14, 2024. The negotiated sale process was very competitive, and the District was able to secure a final true interest cost for the issue of 3.54 percent. This favorable rate met all the parameters approved by the School Board to complete this sale and will generate \$20 million less in debt service payments than what was originally forecasted in August 2023. The COP's proceeds will be applied to expenses related to projects identified as part of the District's capital plan in accordance with the SPPS Builds program. The Certificate closing will be on March 7, 2024 at which time the District will receive the funds.

Director Valliant requested simplified information for this item. Response: It is setting up a financial structure for construction projects – we have received the proceeds in excess of \$100M. This is one financing mechanism to finance the building programs identified in the SPPS Builds plan. We are borrowing money to pay the contractors to build the buildings or improve the existing buildings, and paying the debt back over a 20-year period of time.

BF 33668 Resolution Relating to Certification of Minutes Relating to Lease Purchase Agreement and \$101,315,000 Full-Term Certificates of Participation, Series 2024A. Ratifying the Award of Sale

MOTION: Director Henderson moved to approve the resolution relating to the Lease-Purchase Agreement and \$101,315,000 (one hundred and one million, three hundred and fifteen thousand dollars) Full-Term certificates of Participation, Series 2024A. Director Carrillo seconded the motion.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes

Director Henderson	Yes
Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

2. Project Labor Agreements

Superintendent Gothard then welcomed Tom Parent, Executive Director of Operations and Administration, to present information about Project Labor Agreements. This item is based on board policy and state statute. Information on the recommendations is included within each item, located in the BoardBook. Questions from the board included further information on the recommendations for the PLAs for each of the projects, as well as the process for bidding.

BF 33669 Cherokee Heights Building Systems Replacements

BF 33670 FY24 Instructional A/V

BF 33671 FY25 Fire Safety

BF 33672 Johnson Senior High

MOTION: Director Henderson moved to approve approves the recommendations that a Project Labor Agreement is used on these projects:

- Cherokee Heights Building Systems Replacements
- FY24 Instructional A/V
- FY25 Fire Safety
- Johnson Senior High.

Director Ward seconded the motion.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes
Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

10. **INFORMATIONAL AGENDA ITEMS**

A. Policy Update

Superintendent Gothard then welcomed Becky Schmidt, Interim Director of Health and Wellness, to present the first readings of each of these policy updates.

- a. FIRST READING: Policy 516.00 Students: Medications/Medical Procedures

Details were shared on the rationale for the proposed amendments to this policy, including:

- Policy was last updated five years ago (2019)
- We are always striving to remove health barriers to learning, remove barriers for families, and have safe and efficient processes in place when it comes to administering medications and medical procedures.
- When updating our processes there was a need to review and update the policy.

A link to the proposed changes was included in the presentations. Language that is proposed to be removed was reviewed, as well as proposed language to be added to the policy.

QUESTIONS/DISCUSSION:

- Director Vue requested more information on the changes for the emphasis on accounting for and administration of medications. Response: We want to see accountability in know about medications, and there are updated guidelines regarding controlled substances, including that they are in a double locked environment. This is to control the parameters, and to ensure our students and staff are safe, and there are procedures for double counting of medications on a weekly basis. These proposed changes are another precautionary measure to not mishandle or misuse those medications.
- Director Carrillo requested information on the proposed removal of the emergency care plan portion of the policy and the rationale for that. Response: We have stock naloxone and epi-pens as part of a mandate, and they are available to all students. Outside of that, parent permission or provider orders are required, with families to provide them. Because the stock medications available are part of other legislation, we do not need to have it written into our policy.

b. FIRST READING: Policy 533.00 Wellness

Details were shared on the rationale for the proposed amendments to this policy, including:

- Policy was last updated seven years ago (2017)
- Proposed changes to the policy are mostly driven by the changes made to the USDA National School Lunch Nutrition Programs
- Remove language around unsupported positions

A link to the proposed changes was included in the presentations. Language that is proposed to be removed was reviewed, as well as proposed language to be added to the policy.

The proposed policy updates were also included in BoardBook.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- How do parents and families know what is considered a “smart snack” if sending food to school to share. Response: We do not define or dictate what families send to school for snacks, but the District is required to serve “smart snacks” from a school perspective. It is a USDA regulation term, which applies to school districts.
- Will “smart snacks” also be considered for concession stands and additional fundraisers by groups at schools? Response: The regulations define the school day as midnight to thirty minutes after dismissal, so outside of those hours, groups are not required to meet those requirements.
- How is compliance evaluated if a lot of the policy is encouraged? Response: There is an assessment tool provided by MDE, with a triannual assessment for the District to evaluate itself of the different components within the policy.

- Director Franco encouraged language around ideas or recommendations to build movement breaks into the school days for middle school students who may not have outdoor playground equipment accessible.
- How are non-food based rewards being communicated to sites, and what level of training is being implemented to support sites? Response: There are various degrees across the buildings with administration, and it does vary. There is new legislation in place that states schools cannot use food as a reward or punishment. We know there are classroom celebrations, but we try for no more than one time per month for food-based celebrations.
- It was noted that students with food allergies are impacted by this update, and they may not be allowed to eat the food brought, and other students may have dietary restrictions. Some families may not have the resources to bring food into their child's classroom, and there is inequity in food-based celebrations as well.
- Director Franco reiterated that he wants to ensure we are providing the guidance and communicate to implement these changes to staff. He also cautioned the impact of these proposed changes to fundraising effort and selling products to staff throughout the school day. He also encouraged the district to look at ways to leverage the public infrastructure and make as open as possible to promote wellness from a community perspective.

B. Math Update

Superintendent Gothard then welcomed staff from Office of Teaching and Learning, Craig Anderson and Sue Braithwaite, to present the Math Update. Information included the alignment with culturally responsive curriculum, the HMH and SAVVAS implementation timeline, and district K-12 math systems of support.

Within the Elementary portion of the presentation, information included an early childhood math update, HMH Into Math/¡Arriba las Matemáticas! program structure, K-5 culturally responsive curriculum examples, K-5 HMH growth measures (district level), growth measure matched tests, additional assessments, and K-5 professional learning and support.

The second portion focused on SAVVAS, and included details on the district 6-12 math systems of support, instructional model for grades 6-8, and instructional model for grades 9-11, as well as 6-12 culturally responsive curriculum examples, 6-8 SAVVAS enVision mathematics screener and diagnostic data (district level), districtwide MSDA growth by grade/course, and 6-11 professional learning and support.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Information was requested on the projections for growth. Response: We will strive for continued growth, and as we learn more about the curriculum, we will hopefully learn more about the trajectory and acceleration.
- Information was also requested on Waggle. Response: We are only using Waggle now, as STM Math was another company with a similar program, but it did not connect to daily lessons. Data from Waggle will now be seen on the teacher dashboard, and more room for differentiation and personalization to be more connected to the curriculum, and also costs less.
- Is there similar growth between math and reading? Is math helping with reading scores? Response: We haven't done a comparison yet, as we just finished FAST winter reading assessment, and in looking at reading, we have seen growth in 2nd grade. It will definitely have connections, with new writing materials, and we expect to see growth on both sides.

- With the new curriculum and being culturally responsive, will it lend to incorporating financial literacy and wealth justice? Response: Yes, the district has also created materials that highlight effective scope and sequence, and every student will have a degree of financial literacy.
- Information was also provided on the CollegeBound program through the City of Saint Paul, and the financial literacy lessons that are embedded with that work. There are also statutes around mandates for financial literacy, as well as our partnering with EVERFI, for lessons in Advisory and Foundations at the middle school level as well. There are also capstone projects in 5th grade and 8th grade as well.
- Director Valliant requested details on ways for parents and families to support their children in math. Response: There is an HMH platform that parents and families can access, and we are working with Communications to share that information. There are also videos in which a lesson is modded for the support of students in math, as well as family letters and directions on take-home pages with clear messaging, and examples, so that supports for families are much more cohesive.
- Director Allen requested data disaggregated by race.
- Director Vue noted questions around implementation and if company support will be less needed as we implement the curriculum more and more.
- Director Franco requested details on providing additional supports for students. Response: There is differentiation, where a math lesson is 90 minutes, and the lesson itself is 30 minutes, as well as daily small group instruction. There is tier one supports by a licensed teacher, and Eas and TAs also play a major role to support.
- Director Henderson noted she is also interested in the disaggregation of data for EL learners, as well as Special Education learners as well.

C. FY25 Budget Update

Superintendent Gothard then welcomed Tom Sager, Executive Chief of Financial Services, to present the FY25 Budget Update. Included within the presentation were details on the FY25 budget updated timeline, budget priorities, updated FY25 reduction target, fiscal year 2025 budget framework, initial decisions: budget priorities to sustain, programs in alignment with Respectful and Reflective Schools, Literacy, and Safety and Sense of Belonging as identified within the budget priorities, the FY25 budget decision-making structure, website information including frequently asked questions, and next steps.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- How are we ensuring the values of the community align with the budget values identified? Response: First, we look at the needs of the school and the requirements to build the foundation, as well as our community partners and their work. With intentionality, we know and have heard about programs such as the WINN strategy and focus on literacy.
- What is the timeline for informing our community partners? Response: Late-March or early-April.
- Are there any items that will need to be sustained that are not on the list presented? Response: This list is not exhaustive, and there are some items that will need to be sustained that are not included, such as electrical service, or commitments based on statute. We also anticipate changes that may occur throughout the budget process.

13. BOARD OF EDUCATION

A. Information Requests/Responses and Items for Future Agendas

- Director Valliant requested information around efforts and plans for incorporating financial literacy into the curriculum.
- She also requested information regarding artificial intelligence and data configuration and manipulation, and the value of data.
- Director Carrillo requested regular updates on updates to reading and math, such as the FAST assessment and math assessment, including mid-year and spring results.
- Director Vue requested a safety report.
- Director Franco also requested a safety briefing and an update on the school-wide supports and work of SSLs. He also encouraged the Policy Work Group to review the facility use and permitting process and procedures. He also requested a report on athletics and action plans with the improvement of facilities. He also requested an update on supports for special education teachers.
- Director Henderson requested an update on the SEAB contract.

B. Board of Education Reports/Communications

- Director Vue spoke about his time at Harding High School and the Thinking College Early Fair recently, and the event to rename the auditorium in honor of Ms. Joann Clark. He thanked former board director Jeannie Foster for leading that work, and also thanked Chief Turner for her role.
- Director Allen recounted her experiences as a high school student at Central and athletics, as well as a current situation that occurred between Johnson and Como, and restorative circles that helped athletes on both teams to help each other on the court. She thanked Mr. Donelle Gibson for his work in leading the restorative circle and practices for these teams.
- Director Valliant shared her personal experiences about her children helping others in class.
- Director Henderson shared her time spent with students at the St. Paul Promise Neighborhood's ribbon-cutting ceremony of the new book vending machines at Benjamin E. Mays and Maxfield, which is an amazing and wonderful gift that encourages students to access books and materials with characters who look like them, and it was great to hear from the young students who wanted to be astronauts.

14. **ADJOURNMENT**

Director Henderson moved to adjourn the meeting; Director Allen seconded the motion.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes
Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

The meeting adjourned at 9:04 p.m.

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

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education

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

**SPECIAL MEETING OF THE BOARD OF EDUCATION - BOARD RETREAT
360 Colborne Street
Saint Paul, MN 55102**

**February 24, 2024
8:30 a.m.**

MINUTES

I. CALL TO ORDER

The meeting was called to order at 9:15 a.m. on by Chair Henderson.

II. ROLL CALL

Board of Education: H. Henderson, U. Ward, J. Vue, C. Franco, E. Valliant, Y. Carrillo
C. Allen arrived at 9:49 p.m.

Staff: Superintendent Gothard, J. Turner, S. Gray Akyea, P. Pratt-Cook, A. Collins, E. Wacker, T. Sager, K. Thao, S. Dahlke

Community: L. Bolton, S. Georgiadas, K. Yang

III. BOARD RETREAT

A. Board Development (facilitated by Propel Nonprofits)

The Board began the retreat with an interactive discussion facilitated by Propel Nonprofits, Kabo Yang and Sindiswa Georgiadas. Discussion included feelings about the day and introduction questions. The agenda for this portion of the retreat included a review of the purpose of the Board, fundamentals of governance, healthy governance, and questions/wrap-up. Expectations, such as individual reflection, small group discussions, large group dialogue, peer learning, and questions were also reviewed. Questions reviewed within small groups and the larger group included passions and core values. Further discussion also included the role of the school board, and the vision, structure, accountability, advocacy, and conduct and ethics. Questions also centered on SPPS Board expectations. The legal responsibilities of board members were reviewed.

The presentation also included details on governance and the fundamentals of governance and the board roles, such as:

- Lead strategically
- Ensure financial stability
- Ensure healthy governance
- Supervise and support the superintendent
- Be an ambassador

Characteristics of an effective school board were also reviewed, as well as criteria for robust board meetings. Information on the development of cultural humility was also shared, as well as the continuous board development through engagement in active learning, creation of a sense of team, and the regular conducting of a board self-evaluation. The stages of team development were also discussed, as well as elements of a good team culture. A final reflection included discussion on 2-3 items of value from today's orientation and training.

B. Goal-Setting Presentation and Discussion

The Board then discussed goal-setting for the Board of Education. Examples and details were shared of each – including student outcomes goals, programmatic goals, district relations goals, and internal goals. Discussion included board statements, a board work plan, number of goals, and timeline. Further discussion also included community engagement and logistics, board member capacity, data collection and reports, timing of engagement, communications, public meetings, district supports for this work, suggestions for goals, further details on the process and timeline to develop the board goals.

VI. **ADJOURNMENT**

MOTION: Director Henderson moved to adjourn the meeting. The motion was seconded by Director Allen. It passed by acclaim.

The retreat adjourned at 3:08 p.m.

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

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education

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

**SPECIAL MEETING OF THE BOARD OF EDUCATION
360 Colborne Street
Saint Paul, MN 55102**

**February 26, 2024
4:00 p.m.**

MINUTES

I. CALL TO ORDER

The meeting was called to order at 4:05 p.m. by Chair Henderson.

II. ROLL CALL

Board of Education: J. Vue, H. Henderson, U. Ward, E. Valliant, C. Franco, Y. Carrillo,
C. Allen arrived at 4:08 p.m.

Administration: Superintendent Gothard, P. Pratt-Cook, T. Sager, C. Long (via Teams), S.
Dahlke, J. Turner, S. Gray-Akyea, E. Wacker, A. Collins, K. Thao

III. APPROVAL OF THE ORDER OF THE MAIN AGENDA

MOTION: It was moved by Director Henderson, and seconded by Director Ward, to approve the order of the agenda. It passed by acclaim.

IV. MOTION TO CLOSE MEETING

MOTION: It was moved by Director Henderson and seconded by Director Franco that the Board of Education close the special meeting and continue the meeting as a closed meeting to discuss the matter of strategy for labor negotiations for these bargaining units, including ASAP, Educational Assistants, Principals, School and Community Service Professionals, Teachers, MMSA, PEA, AFSCME, Bus Drivers, CCEA, Custodians, Tri-Council, Electricians, Glaziers, Pipe fitters, Plumbers, Sheet Metal Workers, and Tri-Council Temps., as is provided for by Minnesota Statutes Section 13D.03. The motion passed by acclaim.

V. NEW BUSINESS

The Board of Education and staff discussed the matter of strategy for labor negotiations for these bargaining units, ASAP, Educational Assistants, Principals, School and Community Service Professionals, Teachers, MMSA, PEA, AFSCME, Bus Drivers, CCEA, Custodians, Tri-Council, Electricians, Glaziers, Pipe fitters, Plumbers, Sheet Metal Workers, and Tri-Council Temps., as is provided for by Minnesota Statutes Section 13D.03.

VI. MOTION TO OPEN MEETING

MOTION: It was moved by Director Henderson to conduct the remainder of this meeting as an open meeting. The motion was seconded by Director Valliant. It passed by acclaim.

A. Resolution Adopting a Saint Paul Public Schools Resolution in the Event of a Strike

BF 33673 Resolution Adopting a Saint Paul Public Schools Resolution in the Event of a Strike

BE IT RESOLVED, that Independent School District No. 625, Saint Paul Public Schools (hereinafter "School District" or "SPPS") is committed to sound collective bargaining principles and practices to resolve differences to the mutual satisfaction of the parties and avert, to the greatest extent possible, work actions such as strikes. However, recognizing that a work action is the ultimate exercise of bargaining power unions may employ as an economic sanction against the School District in the event bargaining demands cannot be satisfied, the School District must therefore take responsible precautions to ensure necessary public services will be provided in the event such action is employed.

BE IT FURTHER RESOLVED, that in the event of a strike by the Saint Paul Federation of Educators (SPFE), the Superintendent of Schools or his designee, will exercise the following powers, to include but not be limited to the following:

1. Temporarily assign and reassign personnel as needed.
2. Temporarily close school, close buildings, cancel programs or cancel activities when deemed to be in the best interests of the School District.
3. Take such other temporary emergency steps as deemed necessary for business activities and for the safety of students, staff and property.
4. Authorize varsity athletics and activities covered by the Minnesota State High School League on a case-by-case basis. Post-season competitions will be encouraged and supported to continue during a strike.
5. Advise all employees of their rights and responsibilities during a strike and the School District's rules regarding striking employees.
6. Take such actions as necessary to lay-off non-essential employees.
7. Determine essential employees, excluding members of the striking SPFE bargaining units, who must report to work during the strike.
8. Amend the school calendar to make up lost instructional time.

BE IT FURTHER RESOLVED, that in the event of a strike action against SPPS and for the duration of the strike, the following will apply uniformly and consistently in accordance with state laws to all employees covered by the striking SPFE bargaining units who engage or participate in such strike action:

9. Employees who are absent from any portion of their work assignments without permission of the appropriate supervisor on the date or dates when a strike occurs will be presumed to have engaged in a strike on such date or dates.
10. No striking employee will be paid wages or benefits. For wages due prior to the commencement of a strike, SPPS will issue a paycheck to striking employees on the next regularly scheduled payday.
11. SPPS will discontinue contribution to all group insurance coverage for striking employees to the extent provided by law. Such employees will be notified by letter how they may continue to maintain group coverage.

12. No striking employee will receive personal leave pay.
13. No striking employee will be granted sick leave.
14. No striking employee will be granted vacation leave.
15. No striking employee will be eligible for any type of leave, including attendance at conferences and conventions. Employees on an approved leave that began prior to the strike will be allowed to remain on leave.
16. No striking employee will receive service credit for benefit accrual purposes.
17. Any School District employee who takes part in the strike must work with their supervisor to secure all School District property at their work site before the strike commences.
18. An employee participating in a strike is not allowed to take part in any other SPPS work assignments for the duration of the strike, whether full-time, part-time, or on a volunteer basis.
19. All pre-approved travel or conferences for striking employees are cancelled and School District will not pay for or reimburse expenditures associated therewith.
20. Striking employees will not be allowed to use SPPS facilities for the duration of the strike.

BE IT FURTHER RESOLVED, that the Board of Education and the Superintendent will designate a spokesperson(s) authorized to speak publicly on behalf of the School District in regard to labor disputes in which a strike has commenced or is imminent.

Further, the Superintendent will report all action taken in accordance with this resolution to the School Board at the earliest opportunity.

MOTION: It was moved by Director Henderson to approve the Resolution Adopting a Saint Paul Public Schools Resolution in the Event of a Strike. The motion was seconded by Director Carrillo.

The motion was approved by roll call vote:

Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes
Director Ward	Absent
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes

VIII. ADJOURNMENT

MOTION: It was moved by Director Henderson, and seconded by Director Allen, to adjourn the meeting. It passed by acclaim.

The meeting adjourned around 6:15 p.m.

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

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education

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

**SPECIAL MEETING OF THE BOARD OF EDUCATION
360 Colborne Street
Saint Paul, MN 55102**

**March 2, 2024
12:00 p.m.**

MINUTES

I. CALL TO ORDER

The meeting was called to order at 12:04 p.m. by Chair Henderson.

II. ROLL CALL

Board of Education: J. Vue, H. Henderson, U. Ward, E. Valliant, C. Franco, Y. Carrillo, C. Allen

Administration: Superintendent Gothard, C. Long, K. Thao

III. APPROVAL OF THE ORDER OF THE MAIN AGENDA

MOTION: It was moved by Director Henderson, and seconded by Director Allen, to approve the order of the agenda. It passed by acclaim.

IV. MOTION TO CLOSE MEETING

MOTION: It was moved by Director Henderson and seconded by Director Carrillo that the Board of Education close the special meeting and continue the meeting as a closed meeting to discuss the matter of strategy for labor negotiations for these bargaining units, including ASAP, Educational Assistants, Principals, School and Community Service Professionals, Teachers, MMSA, PEA, AFSCME, Bus Drivers, CCEA, Custodians, Tri-Council, Electricians, Glaziers, Pipe fitters, Plumbers, Sheet Metal Workers, and Tri-Council Temps., as is provided for by Minnesota Statutes Section 13D.03. The motion passed by acclaim.

V. NEW BUSINESS

The Board of Education and staff discussed the matter of strategy for labor negotiations for these bargaining units, ASAP, Educational Assistants, Principals, School and Community Service Professionals, Teachers, MMSA, PEA, AFSCME, Bus Drivers, CCEA, Custodians, Tri-Council, Electricians, Glaziers, Pipe fitters, Plumbers, Sheet Metal Workers, and Tri-Council Temps., as is provided for by Minnesota Statutes Section 13D.03.

VI. MOTION TO OPEN MEETING

MOTION: It was moved by Director Henderson to conduct the remainder of this meeting as an open meeting. The motion was seconded by Director Ward. It passed by acclaim.

VIII. ADJOURNMENT

MOTION: It was moved by Director Henderson, and seconded by Director Franco, to adjourn the meeting. It passed by acclaim.

The meeting adjourned around 1:02 p.m.

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

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education

INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota

COMMITTEE OF THE BOARD MEETING
360 Colborne Street
Saint Paul, MN 55102

March 6, 2024
4:30 p.m.

MINUTES

1. CALL TO ORDER

The meeting was called to order at 4:31 p.m. by Vice Chair Ward.

2. ROLL CALL

Board of Education: U. Ward, H. Henderson, E. Valliant, J. Vue, C. Franco, Y. Carrillo
Superintendent Gothard

C. Allen was absent.

Staff: C. Long, S. Dahlke, J. Turner, S. Gray Akyea, T. Parent, T. Sager, K. Thao,
L. Olson, L. Corey, A. Speed, J. Williams, A. Collins, T. Sager, K.
Arzamendia, Y. Vang, E. Wacker, J. Hernandez, M. Kasper, C. Anderson,
P. Thuyente, S. Koppen

Community: A. DeRosier, T. Lonetree, M. Wall, K. Moo, B. Paw, M. Aye, C. Theh, M.
Wah, L. Jackson Sr., B. Burnside, H. Moo, L. Wah, K. Gewj, D. Bleh, W.
Sharro, N. Say, P. Htoo, P. Paw, N. Loo, B. Naw, K. Moo, H. Zan, T. Soe,
P. Joe, J. Hartmann, P. Htoo, E. Cay, R. May, P. Toleu, S. Htoo, W. Key,
H. Paw, T. Paw, M. Ru, L. Thaw, L. Shet, N. Htoo, C. Ree, S. Hser, G.
Mimi, T. Daw, P. Pway, L. Lir, E. Chit, J. Dwe, T. Moo, L. Paw, W. Soe, K.
Pee, E. Shwe, P. Nee, P. Paw, C. Hler, T. Aye, T. Da, B. Po, L. Paw, S.
Kef, S. Lahazariah, P. Thuyente, J. Saw, M. Taw, Deh, A. Kyi, H. Pei, H.
Htwae, S. Gaw, S. Paw, M. Puay, S. Law, K. Htoo, B. Htoo, K. Moh, L.
Moo, T. Paw, L. Moo, K. Soe, H. Ler, N. Gey, L. Moo, Z. Eh, T. H., S.
Donald, P. Say, K. Say, H. Gay

3. APPROVAL OF THE ORDER OF THE MAIN AGENDA

MOTION: Director Ward moved approval of the Order of the Agenda. The motion was seconded by Director Henderson. It passed by acclaim.

4. SUPERINTENDENT'S ANNOUNCEMENTS

Superintendent Gothard began by noting that last week we lost a dear friend and member of our staff, John Bobolink, Supervisor for Indian Education. Superintendent Gothard shared his experiences in being

welcomed by Mr. Bobolink when he began in SPPS, and his time shared in the Braided Journeys summer group on a canoe ride, which was a memorable experience with students, and Native elders. He recounted stopping at Fort Snelling, and listening to stories from the elders. He also shared that Mr. Bobolink was instrumental in the installation of the healing pole located outside the District Administration building, and that he was a special person who loved the Native community.

Superintendent Gothard also shared his experience in meeting a neighbor, who is an elder in his neighborhood, who walks with his dog, a husky. They began talking, and Superintendent Gothard asked questions about the neighbor's dog. One incredible moment that the Superintendent shared with Mr. Bobolink was learning the word "Bdote" – which means where two rivers meet. He has driven by Bdote many times, taken canoe rides past it, and flown in and out of MSP airport and seeing it from above. When asked about the dog's name, the elder neighbor responded that his name is Bdote. He went on to share about the symbolism in this world in sharing a conversation with a neighbor, an elder in the community, and a common thread, and how it relates back to the memorialization of Mr. Bobolink. The teaching and learning gained from him is a gift.

A moment of silence was then observed in honor of John Bobolink.

5. ONWARD SPPS

Superintendent Gothard then welcomed Jackie Turner, Executive Chief of Administration and Operations to present Onward SPPS updates. He also especially welcomed members of the Karen community present to show their support.

The topics included within the presentation were:

1. Flexible Calendar Year Workgroup
2. Karen Culture and Language Workgroup
3. African American Program Workgroup

Flexible Calendar Year Workgroup

The first portion of the presentation focused on Crossroads Montessori and Crossroads Science. Information on their year-round calendar was shared, as well as workgroup members, staffing, and a data review. Next steps, including a vote by the Board on Crossroads to transition to a traditional calendar at the March 19th Regular Meeting, and support for staff, families, and students in transitioning to a new schedule/calendar to commence Spring 2024-Spring 2025.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Director Henderson request information on the original intentions of year-round programming. Response: There are three criteria that must be met for year-round programming including improved instructional quality, increased efficiency for lower costs, and resources that can be leveraged for the benefit of the community. Each year, there is a proposal to MDE, which is then vetted and approved by MDE before bringing to the Board. We don't feel we have met the criteria, and believe it is in the best interest to not apply for another year-round application.
- Information was also requested on the data showing that 0% of students showing proficiency in science in 5th grade. Response: Cohort size was noted, and the number of students in Montessori

at 5th grade is very low. It's also tricky to attribute success or failure from one cohort to another. We also are looking at this as unacceptable from a curriculum standpoint, which is also frustrating.

- Director Carrillo noted questions about persistent attendance and if there is a correlation between attendance and the starting and stopping of the year-round calendar. Response: While we cannot perse that information from the student information system, the school is tracking that information. Experiences were also provided by staff at Crossroads, including information on the intercession and the challenges.
- Director Valliant requested information if there are other schools performing similarly or less favorable, and if so, the impacts of the calendar. Response: We have looked at assessments and FAST data, and there are variations across the district. Information can also be provided for the ranking of schools, and data for Crossroads.
- There was also discussion around expectations around the increase of academic outcomes for Crossroads if they were to move to a traditional school year calendar. Superintendent Gothard noted that this work has brought to light greater issues, including that transition times are difficult for students and staff, and the recommendation is to look at the data and determine a different strategy.
- Director Carrillo requested information on the potential impact to enrollment if this change should be approved. Response: There will be an entire year of transition, and we don't anticipate that many families will leave the district, but may move to another school closer to their home.
- Director Franco requested information on the communication timeline for families and staff. Response: There have been informal surveys to families and staff, with 50% preferring the year-round calendar, and 50% preferring a traditional school year calendar. There have also been 2-3 staff meetings about this topic, and the local parent committee has also discussed it. Administration felt it was appropriate to bring this topic before the Board and then present it to staff, and since it was mentioned to families originally, there has been little in terms of concerns. There will also be an entire year of support with the transition.
- What will the science and Montessori program be losing in a transition to a traditional school calendar? Response: They will be losing the intercessions, however, they will continue to receive the other supports that other elementary schools have.
- Director Ward requested further information on the proposed cost savings mentioned in the presentation. Response: When the school is on intercession, there are still opportunities for families to bring their student to the school, and there is additional costs for staff to work through intercession and for extended time, as well as the additional costs for the fifteen buses to Crossroads throughout the intercession.
- Discussion also included information on the data, and with the pandemic the past three years, and the rationale for the trends versus seeing the data as an anomaly due to the pandemic.

Karen Culture and Language Workgroup

Within this portion of the presentation, the Karen Workgroup members were recognized. Background information was also provided, as well as facilities considerations. The pros and cons of the Wellstone site for this program were reviewed, as well as information on Karen communities located in Saint Paul by census data, and next steps of marketing and recruitment. Curriculum development in Phase 1, Phase 2, and Phase 3 were also presented.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Director Henderson noted this is exciting, and applauded the community for rallying and supporting these efforts.
- She also requested information about how to ensure this work continues and continues to be an investment, and what it will look like in 3-5 years, and 5-10 years. Response: This was a request from the Karen Parent Advisory Council, and they brought this idea forward, and we do anticipate the PAC will continue with their work as well and support this. From a community standpoint, the advisory committees have a stronger voice over the years. Mr. Craig Anderson also provided a perspective and experience with Jie Ming Mandarin Immersion, which began as a small program at Benjamin E. Mays, and then outgrew to Hamline Elementary, and they now have their own building and principal. It is an incredibly positive experience for families in the community.
- It was noted that in previous discussions, there was a desire for safety for students rooted in culture and well-being. Response: Yes, and that is the rationale for the choice of the Wellstone site for this program – other buildings may have been better for growth, but Wellstone feels like home for our families.
- Director Carrillo noted questions around the District's Human Resources team to launch this program and recruitment of Karen teachers, and the sustained power behind the recruitment and support of our Karen teachers. Response: SPPS has a great "grow-your-own" program where students have graduated, gone to college and graduated, and then want to return to SPPS to teach. There is a recruitment fair with students and staff. The goal is for two sections of kindergarten, and then for the program to grow from there.
- Will this be a community school or a magnet? Response: It will be a magnet program. Wellstone is currently the site of BioSmart and Spanish immersion, and this program will benefit from magnet bussing. The principal is currently on board with the program and for the strategy to work. We do need to balance the communication process, and information to staff to alleviate concerns.
- Will there be a fully staffed special education team? Response: Wellstone does have a special education program, and students in the Karen program will be supported as well.
- Director Franco noted he appreciates the community members and their organizing to this make happen, and to district Administration for making this a priority. He is proud of the work happening and the language and culture programs, and opening new sections for our youngest learners.
- Because there are already programs co-located at Wellstone, what do we foresee as challenges that may occur? Yes, there are three programs, and they will be able to co-exist, mainly due to size. We will be able to leverage other resources, such as specialists and food service, as well as transportation and building administration. There is flexibility in the space, with either the classrooms separate from the others, or together – that is a decision up to the building leadership.
- Director Franco also thanked the team and noted this will likely be a popular program, and he appreciates the work group in their continued efforts to organize and be upfront about how bright and beautiful this program will be.
- Director Vue requested information on the pathway for students in the Karen program. Response: Students from Wellstone, may then attend Washington Tech, as it is also a school for a number of Karen families in the area, as well as Karen staff, such as assistant principal Hsajune Dyan, and we anticipate a strong pathway from Wellstone to Washington Tech. Information was also provided on the request for a higher achievement rate with language proficiency, and about 44% of proficiency for Karen bilingual seals, whereas Spanish and French are about 75-80%, largely due to programming. We will be watching the bilingual seals data to see that achievement increase with additional programming.

Within this portion of the presentation, the African American Program Workgroup purpose statement was shared, as well as recognition of the workgroup members. Background information was presented, as well as next steps.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Director Franco echoed similar sentiments as earlier, and that Director Allen has been pushing for a program like this to exist in the district with culturally specific programs, and spaces where folks feel connected that is important, and appreciates the District's work in this.
- Director Vue requested information on bussing and if this would be a magnet program. Response: The idea is that it would be a magnet program, and looking at bussing zones to have access for everyone.

6. COMMUNITY USE OF FACILITIES (PERMITS)

Superintendent Gothard then welcomed Tom Parent, Executive Director of Operations and Administration and Jenna Hernandez, Administrative Services Manager, Facilities Department, to present this report. Objectives were reviewed, including that the Board of Education will:

- Have a robust understanding of the policies, procedures, and practices that support community use of our facilities
- Learn of work underway to evolve the Permits program and preview upcoming Board-level actions to support that in the next year

It was also noted that the permits process includes a wide variety of events, from the filming of movies to basketball games.

Within the Permits History and Structure portion of the presentation, information included the policy, procedure, and history, profile of permits and volume of events through the years, categories of permits, and highest volume users of SPPS facilities. The permit revenue and expenses (2023) were also shared, as well as information for establishing fair space use costs, and permit categories, fees, and reduction criteria.

Within the Work Underway and Upcoming portion of the presentation, information included the Board policy and procedure work, and SPPS Achieves: Partnerships work as well.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Discussion points were centered around the revenue and expenses of permits. There is a percentage of space fees that are not recouped. It was noted that one of the pieces to track is the true ownership of buildings, and the usage of them, and strategic decisions to underwrite them to make our facilities available. Because of the volume of permits and evening events, there was a new job title created and shift for grounds crews into the evening, which was built into the Facilities budget. Further discussion also focused on the cost breakdowns within permitting.
- How many organizations are subsidized on average per year? Response: 189 events over the year.
- How many of them are youth athletics? Response: We can look into that data and provide follow-up information

- It was noted that Saint Paul Urban Tennis is the only true youth athletic organization that is a formal partner of the City of Saint Paul, and they act as an extension of the City, and not a standalone youth athletic organization. How do we more appropriately expand with the City of Saint Paul Parks and Rec department to have more organizations fall under their umbrella? What role are we taking in this? Response: We are on our way and looking at opportunities to expand this, with key voices at the table. Saint Paul Parks and Rec is close to our youth athletics, and comparisons were noted with the City of Woodbury and E-STEM, and their clear relationships with youth athletic associations. The City is a great partner, and also a large land owner, and our usage goes back and forth, and partnerships to maximize opportunities for students. The conversation that is taking place is more about a programmatic partnership, especially post-pandemic, and seeing the role of athletics for students. We have known this is a longstanding frustration point, and wonderings about the timeline. The origination of youth athletics for students was also noted and leagues on their own, such as the Saint Paul Rattlers and West Side Boosters.
- Do we have a timeline? Response: This is a topic of discussions, and we are meeting with the City staff, but do anticipate within the year, or 12-18 months to be discussed by both governing bodies, and the legal relationship and MOAs for both organizations.
- It was noted that board members have connections at the City and they were encouraged to collaborate with them in order to push this agreement forward.
- Ms. Hernandez noted that there is not a formalized athletic feeder program like in other districts, and there is a need for that. Many of the formalized processes are about educating youth, not athletics, and this was a prompt for how to utilize colleagues with the City, and the City Permits, with SPPS.
- What is the goal? Response: The goal is to bring forth the policy to determine if it will need to be updated, as well as the procedure and fee structure. With the reviews, it is also to bring forth the official partnership with the City. There are three goals. With the partnership with the City, the goal is to be able to have Saint Paul Parks and Rec be the umbrella of community-based organizations. Another example with the partnership between the City of Woodbury and E-STEM was noted, and that anyone who permits the E-STEM gym for basketball is seen as the City of Woodbury, with no cost. However, pickleball is becoming increasingly popular, and they also permit E-STEM.
- What would that look like in terms of income for SPPS? Response: It would mean we would absorb all, except the direct costs, such as custodian costs. Others would be in-kind contributions. Chief Turner also noted that some in-kind costs are not actual costs in the moment, but over time become real costs. The resurfacing of the gym floor was an example, as well as projectors that only run for a certain number of hours before needing to be replaced, as well as soccer goals and their replacement after so much usage.
- Superintendent Gothard noted that the Facilities team monitors the permits, and use has increased throughout the years, and they are being used longer and more each day. The Board has made several important statements and investments, including artificial turf and lighting for more playable hours and more days of the year.
- Director Franco encouraged further uplifting of the organizations doing this work and out-of-school programming for extended school days, and also encouraged further partnership with organizations and setting expectations, including in terms of cleaning after an event, and while those values pieces can be difficult to be written in policy and procedure, we can have accountability through conversations. He also noted the communications around this process and its importance. He went on to note that thinking about permitting for events is a positive in keeping students in safe spaced and uplifting those who volunteer in these spaces. He appreciates the work of Parks and Rec, and looks forward to our continued partnership.
- Director Valliant noted the fiscal partnership with the City of Saint Paul and SPPS.

- Mr. Parent noted the rationale for the partnership and the administration aspect, as well as insurance requirements.

7. ADJOURNMENT

Director Ward moved to adjourn the meeting. Director Valliant seconded the motion. It passed by acclaim.

The meeting adjourned at 7:16 p.m.

8. WORK SESSION

The Board then conducted a work session regarding the discussion of Board goals and the community engagement process for the Board goals.

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

Prepared and submitted by:

Sarah Dahlke, Assistant Clerk, St. Paul Public Schools Board of Education

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

TOPIC: Future Meeting Schedule

2024 Regular Meeting Schedule

Time: 5:30 p.m. (unless noted otherwise)

Location: Conference Rooms A and B – 360 Colborne Street, Saint Paul, MN 55102 (unless noted otherwise)

- January 9, 2024 (Annual Organizational Meeting at 4:30 p.m.)
- January 23, 2024
- February 20, 2024
- March 19, 2024
- April 23, 2024
- May 21, 2024
- June 11, 2024 (Special Meeting – Non-Renewals) | 4:00 p.m. | Conference Room 5A
- June 18, 2024
- July 16, 2024
- August 20, 2024
- September 17, 2024
- October 22, 2024
- November 19, 2024
- December 17, 2024

2024 Committee of the Board Meeting Schedule

Time: 4:30 p.m.

Location: Conference Room 5A – 360 Colborne Street, Saint Paul, MN 55102

- January 9, 2024
- February 6, 2024
- March 6, 2024 - Wednesday
- April 3, 2024 - Wednesday
- May 7, 2024
- June 11, 2024
- August 7, 2024 – Wednesday
- September 10, 2024
- October 8, 2024
- November 6, 2024 – Wednesday
- December 3, 2024

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Ecolab Foundation Gift

A. PERTINENT FACTS:

1. A gift of \$5,000 was received at Humboldt High School.
2. The gift was received from Ecolab Foundation to provide clothing for students, field trip expenses, and staff celebrations.
3. This project will meet the district strategic plan goal of achievement and fostering connections.
4. This item is submitted by Dr. Valerie Littles - Butler, Principal, Humboldt High School; Dr. Yeu Vang, Assistant Superintendent; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to accept the \$5,000 from the Ecolab Foundation and provide a letter of expressing appreciation for the gift.

SAINT PAUL PUBLIC SCHOOLS

Board Agenda Item Routing

ITEM: Ecolab Foundation

This form is to be used to submit items for the Board of Education meeting agenda.

Its purpose is to ensure that everyone listed in the "submitted by" entry has reviewed the item.

It is the responsibility of the originator of the item to initiate this form.

Please sign and date in the appropriate place and forward it to the next person.

	<u>NAME</u>	<u>DATE</u>
Originated by:	Dr. Valerie Littles-Butler	03/02/2024
Reviewed by:	_____	_____
	_____	_____
	_____	_____
	_____	_____
*Assistant Superintendent	<u>Dr. Yeu Vang</u>	_____
*Deputy/Chief Officer	_____	_____
*Chief of Staff	_____	_____

* Must be approved by **one** of these administrators.

Superintendent	_____	_____
----------------	-------	-------

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request for Permission to Accept a Donation from Global Arts Plus PTA

A. PERTINENT FACTS:

1. A gift of \$10,000 was donated to Global Arts Plus for the 2023-2024 school year to be added to 19-510-291-000-5096-U001.
2. Global Arts Plus PTA will use funds to pay guest artists for school residencies throughout the year.
5. This project will meet the District strategic plan focus area of Program Evaluation/Resource Allocation and Effective and Culturally Responsive Instruction
6. This item is submitted by Chreese Jones, Principal; Dr. Kirk Morris, Assistant Superintendent; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

The Board of Education authorizes the Superintendent (designee) to accept the gift from Global Arts Plus PTA.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: MCJROTC Winter Leadership Camp

A. PERTINENT FACTS:

1. Como Park Senior High School/MCJROTC would like to accept a monetary gift of \$5,000.00 from North Star Marine Veterans Corp.
2. Como Park Senior High School/MCJROTC was designated to receive the gift because of the MSJROTC Como Park High School Winter Leadership Camp.
3. This donation was awarded to the Como Park Senior High School MCJROTC in the amount of \$5,000.00.
4. This item will meet the District strategic plan focus area of Positive School and District Culture.
5. This item is submitted by Sgt. Major James Kirkland, Acting Marine Instructor, Como Park Senior High School; Dr. Kirk Morris, Assistant Superintendent; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to allow Como Park Senior High School/MCJROTC to accept a monetary gift from North Star Marine Veterans of \$5,000.00. The money will be deposited into the JROTC intra-school account 19-212-291-000-5096-J001, and will be used with the above projects.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Acceptance of Donation from Maggie O'Reilly

A. PERTINENT FACTS:

1. Saint Paul Central High School would like to accept a gift of new stage extensions from Maggie O'Reilly.
2. The monetary donation is for \$64,000.00, all of which will be used to purchase new stage extensions from the Wenger Corporation.
3. During the 2009-2010 school year, our Central Music Parent Boosters purchased stage extensions for our music department. Before we had extensions, the Central bands and orchestras of 90-100 students did not fit well on our stage. Having stage extensions over the last decade has also made it possible for Central to host other music ensembles such as the Minnesota Orchestra, Saint Olaf Band, and Greater Twin Cities Youth Symphonies. While our stage extensions have served us well, we feel like this would be a good time to make an upgrade. Upgrades to our stage extensions would improve safety on the edges of the stage and overall aesthetic and appearance of the space.
4. The Wenger Corporation, based in Owatonna, MN, is a major theatre and stage outfitter for schools and organizations across the country. They have a product that would meet our needs, Strata Pit Filler Extensions. These extensions are portable, collapsible, easy to set up and store, are quiet for choreography and movement, and are safe and sound. Many schools have outfitted their stages with this product.
5. After initial installation, the Central Music Department would be responsible for assembly, disassembly, and storage. Our current stage extensions remain up most of the school year and we would continue that process with the new extensions.
6. This item aligns with the SPPS Achieves strategic plan focus area of Positive School and District Culture.
7. This item is submitted by Cherise Ayers, Principal; Nancy D. Páez, Assistant Superintendent; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education approve the funds from Maggie O'Reilly, in the amount of \$64,000, all of which will be used to purchase new stage extensions from the Wenger Corporation. The funds should be deposited into the Mary Mackbee Auditorium Account. School budget code is: 19-210-291-000-5096-G501.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request for Permission to Submit a Grant to the MN Department of Transportation's Safe Routes to School Grant

A. PERTINENT FACTS:

1. Through these grant awards, the Minnesota Department of Transportation (MnDOT) will support communities with existing Safe Routes to School plans, or other comprehensive SRTS approaches, in advancing non-infrastructure strategies for schools that support making it safe, easy and fun for students to walk and bicycle to school. This grant cycle, up to \$400,000 is available for Boost SRTS implementation projects of at least \$5,000 and up to as much as \$50,000.
2. At several SPPS elementary schools, concerns about neighborhood safety are one of the biggest barriers to walking to school. These same schools struggle with high rates of chronic absenteeism among students (defined as 10% or more missed school days for any reason). For students living in a school's walk zone, transportation to school can be a barrier to attending. If families do not feel safe letting children walk on their own and are unable to walk with them or drive them, then students may not get to school. We propose to pilot one staff-led walking school bus at Vento. This project will help us understand if staff-led walking school buses increase walking to school and improve attendance. If so, the district will use this pilot to develop a replicable model for adult-led walking school buses in SPPS.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$16,460 over the 2024-25 school year.
4. This project will support the strategic focus area of Positive School and District Culture.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Kirk Morris, Assistant Superintendent; Leah Corey, Director of the Innovation Office; Stacey Gray Akyea, Executive Chief of Equity, Strategy & Innovation; and Jacqueline Turner, Executive Chief of Administration & Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit a grant to the MN Department of Transportation's Safe Routes to School Boost Grant program; to accept funds; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request for Permission to Submit to the Whole Kids Foundation Garden Grant

A. PERTINENT FACTS:

1. The Whole Kids Foundation Garden Grant program provides a \$3,000 monetary grant to support a new or existing edible educational garden located at either a K–12 School or non-profit organization that serves children in the K-12 grade range.
2. SPPS is applying for a grant to support the development of gardening initiatives at Highwood Hills as a part of the school's Polytechnic Program. This program includes a component of agricultural education and a partnership with Youth Farm, a local farming organization, to plant gardens in several planter boxes. This grant would allow Highwood Hills to expand to two raised beds with onsite storage and enhance student cooking experience as they increase connections from the school garden to agriculture and healthy eating classes during weekly elective time.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$3,000.
4. This project will support the strategic focus area of Effective and Culturally Responsive Instruction.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Adam Kunz, Assistant Superintendent; Leah Corey, Director of the Innovation Office; Stacey Gray Akyea, Executive Chief of Equity, Strategy & Innovation; and Jacqueline Turner, Executive Chief of Administration & Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Whole Kids Foundation's Garden Grant program; to accept funds; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request for Permission to Submit a Grant to the Lillian Wright and C. Emil Berglund Foundation

A. PERTINENT FACTS:

1. Since 1999, Saint Paul Public Schools have received funds from the Lillian Wright & C. Emil Berglund Foundation to bring authors into our elementary schools to provide enrichment opportunities and to encourage students to enjoy reading. Lillian Wright, a long-time Saint Paul Public Schools teacher and principal, who served at both Linwood and Webster elementary schools, endowed the program. The stated purpose of the endowment is to grant money to elementary schools for literacy programs and initiatives.
2. Saint Paul Public Schools requests a grant of \$5,000 to provide take-home books for third grade students. The goal is to enhance literacy skills, foster a love for reading, and ensure that students have access to quality reading materials outside of the classroom.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$5,000.
4. This project will support the strategic focus area of Effective and Culturally Responsive Instruction.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Craig Anderson, Executive Director of the Office of Teaching & Learning; Leah Corey, Director of the Innovation Office; Stacey Gray Akyea, Executive Chief of Equity, Strategy & Innovation; and Jacqueline Turner, Executive Chief of Administration & Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Lillian Wright and C. Emil Berglund Foundation, to accept the funds, and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request for Permission to Submit a Grant to the MN Department of Education's Afterschool Community Learning Grant

A. PERTINENT FACTS:

1. The MN Department of Education's Afterschool Community Learning grants are designed to connect schools and communities so that they can offer culturally affirming and enriching afterschool and summer learning programs that meet the needs of young people and their families. Grant objectives are: to increase access to comprehensive and culturally affirming afterschool and summer learning and enrichment opportunities that meet the academic, social, and emotional needs of historically underserved young people; promote engagement in learning and connections to school and community; encourage school attendance and improve academic performance.
2. Saint Paul Public Schools seeks to support the academic, social, and emotional growth of historically underserved youth with this grant through the deepening and expansion of Flipside afterschool and summer programming for middle school students. This grant will allow us to increase social and emotional growth, strengthen school and community connections and improve school day attendance. We will increase social emotional skills by providing a menu of relevant and interesting enrichment programs that youth may choose from during afterschool, non-school day and summer programs. Our program design connects youth with similar interests in order to support social and emotional growth and increased sense of belonging.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$1,532,448 over three years.
4. This project will support the strategic focus areas of Effective and Culturally Responsive Instruction and Positive School and District Culture
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Anthony Walker, Director of Community Education; Leah Corey, Director of the Innovation Office; Stacey Gray Akyea, Executive Chief of Equity, Strategy & Innovation; and Jacqueline Turner, Executive Chief of Administration & Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit a grant from the MN Department of Education's Afterschool Community Learning Grant program; to accept funds; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request for Permission to Submit to the MN Department of Transportation's Safe Routes to School District Coordinator Grant

A. PERTINENT FACTS:

1. Through the Safe Routes to School Coordinator Grant, the Minnesota Department of Transportation (MnDOT) will support communities with existing Safe Routes to School plans, or other comprehensive SRTS approaches, in advancing non-infrastructure strategies for schools that support making it safe, easy and fun for students to walk and bicycle to school. This grant cycle, up to \$500,000 is available for Coordinator SRTS grant funding with a goal of funding 5-7 positions across the state. Coordinators hired by School Districts are the most impactful and those with closer to a full-time position are better able to implement sustainable changes, build partnerships, and meet grant deliverables in a timely manner.
2. Saint Paul Public Schools will hire/retain the SRTS Coordinator (known as the SRTS Lead in SPPS). The SRTS Lead will be responsible for day-to-day oversight of grant implementation and funding, with support and supervision from the Director of Health and Wellness.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$367,815 over three years, covering the entire cost of the position.
4. This project will support the strategic focus area of Positive School and District Culture.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Heidi Nistler, Assistant Superintendent; Leah Corey, Director of the Innovation Office; Stacey Gray Akyea, Executive Chief of Equity, Strategy & Innovation; and Jacqueline Turner, Executive Chief of Administration & Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit a grant to the MN Department of Transportation's Safe Routes to School Coordinator Grant program; to accept funds; and to implement the project as specified in the award documents.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request for Permission to Submit a Grant to the MN Department of Transportation's Safe Routes to School Grant

A. PERTINENT FACTS:

1. Through these grant awards, the Minnesota Department of Transportation (MnDOT) will support communities with existing Safe Routes to School plans, or other comprehensive SRTS approaches, in advancing non-infrastructure strategies for schools that support making it safe, easy and fun for students to walk and bicycle to school. This grant cycle, up to \$400,000 is available for Boost SRTS implementation projects of at least \$5,000 and up to as much as \$50,000.
2. SPPS would like to use Boost grant funds to purchase a second mobile bike fleet for in-school bike education and programming primarily in 4th to 8th grade PE classes. Funds would be used to purchase 41 standard bikes, 2 balance bikes, and a tricycle, along with related instructional and bike maintenance supplies. Funds would also be used to purchase and outfit a trailer to move the bikes.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$48,400 over the 2024-25 school year.
4. This project will support the strategic focus area of Positive School and District Culture.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Heidi Nistler, Assistant Superintendent; Leah Corey, Director of the Innovation Office; Stacey Gray Akyea, Executive Chief of Equity, Strategy & Innovation; and Jacqueline Turner, Executive Chief of Administration & Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit a grant to the MN Department of Transportation's Safe Routes to School Boost Grant program; to accept funds; and to implement the project as specified in the award documents.

INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS

DATE: March 19, 2024

TOPIC: Request to Sign the Contract with the City of Saint Paul pertaining to CollegeBound Saint Paul

A. PERTINENT FACTS:

1. Request to sign the contract with the City of Saint Paul pertaining to CollegeBound Saint Paul. This initial contract term will take place from July 1, 2024 to June 30, 2027. The mission of College Bound Saint Paul is to improve higher-education access to all families and increase college attainment for all youth. The program promotes the use of secure and affordable financial services for students and their families.
2. During elementary, the CollegeBound Saint Paul approach will contribute these elements to the citywide college-going culture:
 - 15,600 children will be impacted by CollegeBound Saint Paul elementary strategy by 2030
 - \$320 in potential CollegeBound Saint Paul offered savings during elementary for each student (*nearly \$5 million in additional deposits made by CollegeBound Saint Paul)
 - 35 college-going prompts for elementary children
 - 25 college-going prompts for elementary caregivers
 - 20 wealth literacy learn opportunities for children and caregivers
3. Based on revised eligibility, all Pre-K children enrolled in SPPS during the 2024-2025 school year will be eligible to open a CollegeBound College Savings Account and receive deposits into that account for every subsequent year they are enrolled in SPPS. Further, CollegeBound will add a grade level in each subsequent school year; those students will also be eligible for participation.
4. There is no cost to SPPS for the CollegeBound Saint Paul program. The CollegeBound Saint Paul Elementary Blueprint recommendations will be funded by the City of Saint Paul Office of Financial Empowerment for at least the first three years of implementation. This funding includes school-based CollegeBound activities, staffing, materials, field trip expenses, and other resources.
5. This partnership aligns with the SPPS Achieves long-term outcome of preparing all graduates for college, career and life.
6. This item is submitted by Carita Green, Executive Director of the Office of College and Career Pathways and Student Supports; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the contract with the City of Saint Paul pertaining to CollegeBound Saint Paul.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request to Sign the Amendment with Construction Careers Foundation (CCF)

A. PERTINENT FACTS:

1. Request to Sign the Amendment to the Construction Careers Foundation (CCF) Contract (#24-3906).
2. The original contract was put in place to provide hands-on projects for students to gain experience with various trades, coordinate the participation of at least five trades. CCF will supply lessons, supplies, and experiences to SPPS staff.
3. The amended contract will include additional support for high schools, in particular Harding High School. Additional costs will include financing a Driver Education Program and increasing opportunities and exposure to the Trades. Students interested in auto and truck technologies will be encouraged to apply.
4. The original fees paid to CCF was \$15,000. The amendment will include an additional \$50,000. The additional funds will be paid through an MDE grant. The total contract will not exceed \$65,000.
5. This partnership aligns with the SPPS Achieves long-term outcome of preparing all graduates for college, career and life.
6. This item is submitted by Carita Green, Executive Director of the Office of College and Career Pathways and Student Supports; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the amendment to the Construction Careers Foundation Contract for FY24.

INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS

DATE: March 19, 2024

TOPIC: Request for Proposal (RFP) -- No. A24-4273-MO - Leased Wide Area Network (WAN) and Internet Services

A. PERTINENT FACTS:

1. The District's contract for Districtwide Internet Services and Fiber Wide Area Network connectivity ends June 30, 2024. The Request for Proposal A24-4273-MO requested proposers to submit Internet and Connectivity services solutions that align with District's goals, needs and expectations; multiple terms, configurations, and pricing options. The following proposals were received, the 60-month costs, including incumbent transitional costs, are noted below:

CenturyLink/Qwest	\$ 3,224,773.20
Comcast	\$ 3,460,271.10
ENA	\$ 5,113,014.36

2. The new contract allows the District to maintain network capacity throughout the District, at speeds that exceed the FCC's recommended bandwidth of 1 Mbps per student and introduces a 53.18% in cost savings compared the current CenturyLink/Qwest contract.
3. This is a 60-month contract with no renewals.
4. The most responsive proposer, CenturyLink/Qwest, offers the most comprehensive and reliable 60-months at a total cost of \$ 3,224,773.20. Eighty (80) percent, less ineligible costs, \$2,479,018.88 will be reimbursed from E-Rate funds. CenturyLink/Qwest scored highest in the evaluation of the proposals which included the following areas:
 - Ability to support requirements of RFP A24-4273-MO.
 - Proposed contract terms and conditions.
 - Service reliability and dedicated Infrastructure.
 - No additional fees incurred to accept and utilize these services on July 1, 2024.
 - Provider experience and qualifications.
5. This project meets the District Strategic Plan focus area of Program Evaluation and Resource Allocation
6. This item is submitted by Mario McHenry, Executive Director, Technology Services; and Jackie Turner, Executive Chief of Administration and Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to authorize award of RFP No. A24-4273-MO to CenturyLink/Qwest, for the purchase of Internet and Fiber Wide Area Network Connectivity services in the amount of \$3,224,773.20.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2023

TOPIC: Contract with Learning Disabilities Association of Minnesota (LDA) 23-3786

A. PERTINENT FACTS:

1. Under Title I, Part A of Every Student Succeeds Act of 2015, eligible students attending nonpublic schools are entitled to receive academic support services provided that nonpublic schools agree to participate in the program and the nonpublic school serves low-income families from public school districts and attendance areas receiving Title I assistance. The services provided to nonpublic students must be comparable to those provided in the public schools, and an equitable amount of Title I funding must be reserved per low-income child from a participating attendance area.

Learning Disabilities Association of Minnesota INC (LDA) is a vendor that was selected through an RFP process to provide tutoring services to Title I eligible students at nonpublic schools with the nonpublic equitable share of funds.

2. NWEA Map data and AIMSweb data show strong evidence of growth for students being served by LDA. Surveys of families have been positive stating that the students who received service have made improvement in the areas of reading and math. Student comments are also positive about the services they received.
3. Contract 23-3796 is a three-year master contract with LDA ending June 30, 2026. It is amended each year for cost of the current school year.
4. 2023-2024 Amendment to the Master Contract for Title I services at Community of Saints Regional Catholic School is for \$77,000 and Title I services at St. Peter Claver Catholic School is for \$71,000 for a total of \$148,000. We anticipate 2024-25, and 2025-26 spending to be similar (dependent on Title I equitable share and how many schools choose LDA) which would be estimated at \$150,000 each year for a three-year master contract total estimate \$448,000.
5. This project will meet the District strategic plan focus area(s) of Effective and Culturally Relevant Instruction.
6. This item is submitted by Anne McInerney, Interim Director, Title I, Office of Federal Programs; and Stacey Gray Akyea, Executive Chief of Equity, Strategy and Innovation.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to approve the contract with Learning Disabilities Association of Minnesota (LDA) 23-3786

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Renewal of Contract with Teachers on Call

A. PERTINENT FACTS:

1. The Division of Human Resources of the Saint Paul Public Schools is recommending that we renew the contract with Teachers on Call to provide substitute teachers to the District.
2. Teachers on Call began providing services to the District at the start of the 2014-2015 school year. The new contract period is July 1, 2022 through June 30, 2025 and will maintain the existing rates.

3. The amount will be charged to the following budget codes:

- K-5 (elementary) – 01-005-203-000-6305-0000
- 6-12 (secondary) – 01-005-211-000-6305-0000

Deliverable amounts should be reflected as follows:

- July 1, 2022, to June 30, 2023: \$12,500,000
- July 1, 2023, to June 30, 2024: \$11,000,000
- July 1, 2024, to June 30, 2025: \$13,500,000

4. This item will meet the District strategic plan focus area of Effective and Culturally Relevant Instruction
5. This request is submitted by Patricia Pratt-Cook, Executive Chief of Human Resources and Talent Management.

B. RECOMMENDATION:

That the Board of Education authorizes the Superintendent (designee) to renew the contract with Teachers on Call to provide substitute teacher services for Independent School District 625. The contract amount will be charged to budget codes:

- K-5 (elementary) – 01-005-203-000-6305-0000.
- 6-12 (secondary) – 01-005-211-000-6305-0000.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Design Services for Johnson High School Athletic Improvements Project
(Project # 1150-24-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval to award design and construction administration services for the Johnson High School Athletic Improvements Project (Project # 1150-24-01). The Board approved Gate Check 2 on December 19, 2023 indicating the Board's direction to issue a request for proposal (RFP) to secure said services.
2. In alignment with Board and Procurement protocols, a Request for Qualifications (No. A21-1401-A) was issued Spring of 2021 to establish a slate of Board approved consultants with a standard contract form. The selected consultants were approved by the Board on June 22, 2021. The District will use this slate to issue targeted solicitations with Requests for Proposals (RFP) for specific projects. RFP responses are reviewed using consistent metrics and a consultant is selected for award of contract.
3. This contract provides design and construction administration services for the Johnson High School Athletic Improvements project.
4. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	December 19, 2023
#3 – Project Budget	May 2024 (anticipated)
#4 – Contract Award	February 2025 (anticipated)
#5.1 – Project Close-Out	September 2026 (anticipated)
#5.2 – Final Project Summary	September 2027 (anticipated)

5. A summary of the current project budget is as follows:

Rough Order of Magnitude Estimate	Current Obligations	Invoiced to Date	Percent Invoiced
\$4,950,000 - \$5,600,000	\$0	\$0	0%

6. The following vendor was selected: 63

BWBR.....Not-to-Exceed Fee
\$221,535

7. A summary of current and anticipated funding is as follows:

Funding Source	Amount
Capital Bonds FY24-FY27	\$2,050,000
LTFM FY24-FY27	\$2,950,000

8. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
9. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize award of design and construction administration services to BWBR for the not-to-exceed fee of \$221,535.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Contract Amendment #1 for U+B Architecture for the Wellstone Elementary Plumbing, Piping, and HVAC Replacement (Project # 4260-23-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the Wellstone Elementary Plumbing, Piping, and HVAC Replacement project. Additional services include the following:
 - a. Replace roof at RTU-1 replacement location, replace roof at RTU-13 location, lower up to 4 lavs including wall repairs, design renovation for staff restroom 2218, replace 4 pre-K size toilets, raise 4 lavs. This amendment includes additional civil design services from the subconsultant.
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter	February 21, 2023
#3 – Project Budget	December 19, 2023
#4 – Contract Award	April 2024 (anticipated)
#5.1 – Project Close-Out	September 2026 (anticipated)
#5.2 – Final Project Summary	September 2027 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$10,523,000	\$1,203,037	\$130,851	1.2%

4. The contract would be changed as follows:

	Amount	% Change
Original contract sum	\$562,800	-
Previous Amendments approved to date	\$0	0%
The contract sum prior to this Contract Amendment was	\$562,800	
Contract Amendment amount	\$56,455	10%
New contract sum including this Amendment	\$619,255	-

5. A summary of current and anticipated funding is as follows:

Funding Source	Amount
----------------	--------

Capital Bonds FY23-FY26	\$1,052,300
LTFM FY23-FY26	\$9,470,700

6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize Amendment #1 for U+B Architecture in the amount of \$56,455 for the Wellstone Elementary Plumbing, Piping, and HVAC Replacement (Project # 4260-23-01).

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Contract Amendment #1 for Snow Kreilich Architects for the Barack and Michelle Obama School Addition and Renovation (Project # 3210-23-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the Barack and Michelle Obama School Addition and Renovation project. Additional services include the following:
 - a. Additional design services to replace existing windows in the entire facility.
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	December 14, 2021
#2 – Project Charter	August 23, 2022
#3 – Project Budget	January 17, 2023
#4 – Contract Award	January 23, 2024
#5.1 – Project Close-Out	August 2025 (anticipated)
#5.2 – Final Project Summary	August 2026 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$72,300,000	\$18,014,976	\$4,295,410	5.9%

4. The contract would be changed as follows:

	Amount	% Change
Original contract sum	\$3,632,416	-
Previous Amendments approved to date	\$0	0%
The contract sum prior to this Contract Amendment was	\$3,632,416	
Contract Amendment amount	\$65,440	1.8%
New contract sum including this Amendment	\$3,697,856	-

5. A summary of current and anticipated funding is as follows:

Funding Source	Amount
COP FY22-26	\$37,550,000
LTFM FY24-26	\$34,750,000 ₆₇

6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize Amendment #1 for Snow Kreilich Architects in the amount of \$65,440 for the Barack and Michelle Obama School Addition and Renovation project (Project #3210-23-01).

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Contract Amendment #6 for TKDA for the Johnson High School HVAC Replacement (Project # 1150-19-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the Johnson High School HVAC Replacement project. Additional services include the following:
 - a. Contract administrative services additional to be provided for the procurement and installation of RTU 5 to serve the North section of the building by Contractor. Hydronic heating and cooling lines also included in the installation, which will allow for the ventilation air to be tempered.
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	October 23, 2018
#2 – Project Charter	NA – Gate did not exist at the time
#3 – Project Budget	October 20, 2020
#4 – Contract Award	January 19, 2021
#5.1 – Project Close-Out	November 14, 2023
#5.2 – Final Project Summary	Fall 2024 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$18,843,758	\$18,316,320	\$17,941,896	95.2%

4. The contract would be changed as follows:

	Amount	% Change
Original contract sum	\$905,200	-
Previous Amendments approved to date	\$340,200	37.6%
The contract sum prior to this Contract Amendment was	\$1,245,400	
Contract Amendment amount	\$15,000	1.2%
New contract sum including this Amendment	\$1,260,400	-

5. A summary of current and anticipated funding is as follows:

Funding Source	Amount
----------------	--------

LTFM FY21-24	\$14,606,937
Capital Bonds FY21-24	\$1,735,537
ARP FY21-24	\$2,501,284

6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize Amendment #6 for TKDA in the amount of \$15,000 for the Johnson High School HVAC Replacement (Project # 1150-19-01)

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Contract Amendment #1 for KFI for the Hidden River Middle School
Renovation & Addition (Project # 3140-20-02)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the Hidden River Middle School Renovation & Addition project. Additional services include the following:
 - a. Add commissioning and testing and balancing services at Wilson to the scope of work.
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter	March 23, 2021
#3 – Project Budget	August 23, 2022
#4 – Contract Award	July 18, 2023
#5.1 – Project Close-Out	December 2025 (anticipated)
#5.2 – Final Project Summary	December 2026 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$54,200,000	\$40,661,725	\$2,859,746	5.3%

4. The contract would be changed as follows:

	Amount	% Change
Original contract sum	\$179,470	-
Previous Amendments approved to date	\$0	0%
The contract sum prior to this Contract Amendment was	\$179,470	
Contract Amendment amount	\$12,050	6.7%
New contract sum including this Amendment	\$191,520	-

5. A summary of current and anticipated funding is as follows:

Funding Source	Amount
COP FY22-26	\$52,698,050
Capital Bonds FY22-26	\$1,501,950

6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize Amendment #1 for KFI in the amount of \$12,050 for the Hidden River Middle School Renovation & Addition project (Project #3140-20-02).

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Contract Amendment #3 for ATSR Planners, Architects, and Engineers for the Farnsworth Aerospace Upper HVAC Replacement (Project # 1030-23-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the Farnsworth Aerospace Upper HVAC Replacement project. Additional services include the following:

- a. Design and Construction Administration service for the replacement of structured low voltage cabling systems throughout the building, and complete replacement of existing fire alarm system.

2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter	April 18, 2023
#3 – Project Budget	November 14, 2023
#4 – Contract Award	May 2024 (anticipated)
#5.1 – Project Close-Out	September 2026 (anticipated)
#5.2 – Final Project Summary	September 2027 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$14,740,000	\$1,256,710	\$100,849	0.7%

4. The contract would be changed as follows:

	Amount	% Change
Original contract sum	\$449,375	-
Previous Amendments approved to date	\$54,645	12.2%
The contract sum prior to this Contract Amendment was	\$504,020	
Contract Amendment amount	\$68,795	13.3%
New contract sum including this Amendment	\$572,815	-

5. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY23-27	\$11,177,096

Capital Bonds FY23-27	\$1,687,500
-----------------------	-------------

6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize Amendment #3 for ATSR Planners, Architects, and Engineers in the amount of \$68,795 for the Farnsworth Aerospace Upper HVAC Replacement project (Project #1030-23-01).

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Contract Amendment #2 for Dunham Associates for the Creative Arts ARP HVAC Upgrades (Project # 2170-22-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional engineering services on the Creative Arts ARP HVAC Upgrades project. Additional services include the following:
 - a. Additional engineering design services to add heat to the coils of the existing rooftop units. The coils will be newly served via a dual temperature loop thru a new heat exchanger, electric pumps, and associated hydronic specialties to accomplish the design intent.
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – *BOE Approval of District ARP Plan	September 21, 2021
#2 – *MN Dept of Education Pre-Approval of Construction Projects	November 29, 2021
#3 – Project Budget	December 14, 2021
#4 – Contract Award	April 18, 2023
#5.1 – Project Close-Out	August 2024 (anticipated)
#5.2 – Final Project Summary	August 2025 (anticipated)

*Due to the unique nature and timing of the funding source these milestones are being considered as equivalent to our gate checks. This project will follow our typical gate check process henceforth through completion of the work.

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$3,401,488	\$1,830,175	\$227,897	6.7%

4. The contract would be changed as follows:

	Amount	% Change
Original contract sum	\$180,000	-
Previous Amendments approved to date	\$38,934	21.6%
The contract sum prior to this Contract Amendment was	\$218,934	
Contract Amendment amount	\$40,572	18.5%
New contract sum including this Amendment	\$259,506	-

5. A summary of current and anticipated funding is as follows:

Funding Source	Amount
ARP FY23-25	\$3,401,488

6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize Amendment #2 for Dunham Associates in the amount of \$40,572 for the Creative Arts ARP HVAC Upgrades project (Project #2170-22-01).

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Contract Amendment #6 for Cuningham Group Architects for the American Indian Magnet School Addition and Renovation (Project # 1160-19-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the American Indian Magnet School Addition and Renovation project. Additional services include the following:
 - a. Additional structural work is associated with concrete restoration due to the exposed reinforcing and honeycombed concrete that was exposed above the first floor in the 1930 addition.
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	October 23, 2018
#2 – Project Charter	N/A – Gate check did not exist at the time
#3 – Project Budget	February 18, 2020
#4 – Contract Award	April 21, 2020
#5.1 – Project Close-Out	August 2024 (anticipated)
#5.2 – Final Project Summary	August 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$53,300,000	\$48,840,513	\$43,099,296	80.9%

4. The contract would be changed as follows:

	Amount	% Change
Original contract sum	\$3,444,022	-
Previous Amendments approved to date	\$177,423	5.2%
The contract sum prior to this Contract Amendment was	\$3,621,445	
Contract Amendment amount	\$25,000	0.7%
New contract sum including this Amendment	\$3,646,445	-

5. A summary of current and anticipated funding is as follows:

Funding Source	Amount
COP FY18-26*	\$53,300,000

6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize Amendment #6 for Cuningham Group Architecture in the amount of \$25,000 for the American Indian Magnet School Addition and Renovation project (Project #1160-19-01).

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Contract Amendment #5 for Cuningham Group Architects for the American Indian Magnet School Addition and Renovation (Project # 1160-19-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the American Indian Magnet School Addition and Renovation project. Additional services include the following:
 - a. Additional structural site visits
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	October 23, 2018
#2 – Project Charter	N/A – Gate check did not exist at the time
#3 – Project Budget	February 18, 2020
#4 – Contract Award	April 21, 2020
#5.1 – Project Close-Out	August 2024 (anticipated)
#5.2 – Final Project Summary	August 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$53,300,000	\$48,840,513	\$43,099,296	80.9%

4. The contract would be changed as follows:

	Amount	% Change
Original contract sum	\$3,444,022	-
Previous Amendments approved to date	\$177,423	5.2%
The contract sum prior to this Contract Amendment was	\$3,621,445	
Contract Amendment amount	\$6,400	0.2%
New contract sum including this Amendment	\$3,627,845	-

5. A summary of current and anticipated funding is as follows:

Funding Source	Amount
COP FY18-26	\$53,300,000

6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize Amendment #5 for Cuningham Group Architecture in the amount of \$6,400 for the American Indian Magnet School Addition and Renovation project (Project #1160-19-01).

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Construction Manager as Advisor Services for Cherokee Heights Elementary School Building Systems Replacements (Project # 2070-23-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval to award Construction Manager as Advisor services and pass through general conditions for the Cherokee Heights Elementary School Building Systems Replacements (Project # 2070-23-01). The Board approved Gate Check 2 on August 22, 2023 indicating the Board's direction to issue a request for proposal (RFP) to secure said services.
2. In alignment with Board and Procurement protocols, a Request for Qualifications (No. A21-1305-A) was issued early 2021 to review the qualifications of existing consultants and expand the slate of Board approved consultants. The selected consultants were approved by the Board on March 23, 2021. The District this slate to issue targeted solicitations with Requests for Proposals (RFP) for specific projects. RFP responses are reviewed using consistent metrics and a consultant is selected for award of contract.
3. This contract provides all profession consultant Construction Manager as Advisor services and pass through general conditions for the Cherokee Heights Elementary School Building Systems Replacements project.
4. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	August 22, 2023
#3 – Project Budget	April 2024 (anticipated)
#4 – Contract Award	February 2025 (anticipated)
#5.1 – Project Close-Out	August 2026 (anticipated)
#5.2 – Final Project Summary	August 2027 (anticipated)

5. A summary of the current project budget is as follows:

Rough Order of Magnitude Estimate	Current Obligations	Invoiced to Date	Percent Invoiced
\$16,000,000-18,000,000	\$4,830	\$4,830	0.03%

6. The following vendor was selected:

	<u>Not-to-Exceed Fee</u>
RJM Construction.	\$773,505

7. A summary of current and anticipated funding is as follows:

Funding Source	Amount
Capital Bonds FY24-28	\$3,400,000
LTFM FY24-28*	\$13,600,000

8. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
9. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize award of construction manager as advisor services and pass through general conditions to RJM Construction for the not-to-exceed fee of \$773,505.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Equipment Acquisition Award for Highland Park Middle School Entry Addition and Renovation (Project # 3081-23-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval to award the furniture contract for the Highland Park Middle School Entry Addition and Renovation (Project # 3081-23-01).
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	September 20, 2022
#3 – Project Budget	July 18, 2023
#4 – Contract Award	February 20, 2024
#5.1 – Project Close-Out	September 2025 (anticipated)
#5.2 – Final Project Summary	September 2026 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$49,500,000	\$5,530,747	\$1,335,506	2.7%

4. The following quote was received:

Lump Sum Base Bid

ACRE.....\$750,475

5. This quote was received in accordance with the following contracts:

Integra - TIPS #200301
Kimball/National - Omnia #R191811
Sit On It: - UofM #903969
Smith System - E&I #EI00140
Steel Case - E&I #E100140
WB Manufacturing – TIPS #21305

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY23-27	\$27,759,000

COP FY23-27	\$21,741,000
-------------	--------------

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize award of furniture for the Highland Park Middle School Entry Addition and Renovation project (Project #3081-23-01) to ACRE for a lump sum base bid of \$750,475.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Equipment Acquisition Award for American Indian Magnet Addition & Renovation (Project # 1160-19-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval to award the furniture contract for the American Indian Magnet Addition & Renovation (Project # 1160-19-01).
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	October 23, 2018
#2 – Project Charter (Predesign)	N/A – Gate did not exist at the time
#3 – Project Budget	February 18, 2020
#4 – Contract Award	October 11, 2022
#5.1 – Project Close-Out	August 2024 (anticipated)
#5.2 – Final Project Summary	August 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$53,300,000	\$48,840,513	\$43,099,296	80.9%

4. The following quote was received:

Lump Sum Base Bid

ACRE.....\$1,107,351

5. This quote was received in accordance with the following contracts:

Artcobell – Equalis #EQ-052920-01B
Fleetwood – Omnia #07-88
Integra - TIPS #200301
Kimball/National - Omnia #R191811
Magnuson – Omnia #07-104
OFS – Sourcewell #091423-OFS
Sit On It: - UofM #903969
Smith System - E&I #EI00140
Steel Case - E&I #E100140
WB Manufacturing – TIPS #21305

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
COP FY18-26	\$53,300,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize award of furniture for the American Indian Magnet School Addition and Renovation to ACRE for a lump sum base bid of \$1,107,351.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Memorandum of Agreement with American College of Education for Nursing Clinical Experiences

A. PERTINENT FACTS:

1. Saint Paul Public Schools has had a long relationship of training student nurses in our schools. The participating universities and colleges enter into an agreement to send student nurses to our district and provide appropriate oversight of the program. The district agrees to provide a suitable setting for the students to learn and grow as a nurse.
2. This request is for ongoing participation in a student clinical experience with Saint Paul Public Schools and American College of Education.
3. This Agreement shall remain in effect until March 19, 2026. This Agreement may be terminated by either party at any time upon one-year written notice to the other party. Termination by the Facility shall not become effective with respect to students then participating in the clinical experience program.
4. The arrangements with nurse preparation programs provide an excellent way to recruit candidates for the district.
5. There is no additional cost to the district for the nurse preparation programs.
6. Collaboration with area colleges to train high quality nurses supports the strategic plan goal of aligning sustainability and strengthening relationships with community and families.
7. This item is submitted by Rebecca Schmidt, Interim Director, Health and Wellness; Heidi Nistler, Assistant Superintendent of Specialized Services; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorizes the Superintendent to enter into a memorandum of understanding with American College of Education for nursing clinical experiences.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request to Sign School Social Work Internship Agreement with the University of Wisconsin, River Falls

A. PERTINENT FACTS:

1. Request to sign the School Social Work Internship agreement with the University of Wisconsin, River Falls
2. SPPS has one of the most extensive school social work programs in Minnesota. SPPS strives to continue to hire school social workers to work with our diverse student population. Formal partnerships with social work programs that share our commitment to equity are essential to this process.
3. We hope to extend this partnership into the future, This new partnership will be reviewed annually in collaboration with University of Wisconsin, River Falls faculty.
4. There is no cost to SPPS for this partnership.
5. This project will meet the District strategic plan focus area of Positive School and District Culture.
6. Michelle Viera Keleny, Social Work Coordinator; Heidi Nistler, Assistant Superintendent of Specialized Services; and Andrew Collins, Executive Chief of Schools and Learning submit this item.

B. RECOMMENDATION:

The Board of Education authorizes the Superintendent (designee) to sign the School Social Work Internship Agreement between Saint Paul Public Schools and The University of Wisconsin, River Falls.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Request to Sign Concurrent Enrollment Joint Powers Agreement with Century College

A. PERTINENT FACTS:

1. Request to Sign Concurrent Enrollment Joint Powers Agreement with Century College.
2. This agreement covers the following Concurrent Enrollment course: Environmental Science (Humboldt). Concurrent coursework helps prepare students for college and career, and also saves students/families tuition dollars by allowing them to take college courses while in high school.
3. This is the fourth year of this partnership; this will be an annual request.
4. Fees paid to Century College are at the rate of \$3000 per concurrent enrollment course per semester. The total cost for the 2023-24 School Year is \$6,000.
5. This partnership aligns with the SPPS Achieves long-term outcome of preparing all graduates for college, career and life.
6. This item is submitted by Carita Green, Executive Director of the Office of College and Career Pathways and Student Supports; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the Concurrent Enrollment Joint Powers Agreement between Saint Paul Public Schools and Century College for FY24.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Focus Beyond Transition Services
Metro Transit Adopt-A-Stop Program Agreement

A. PERTINENT FACTS:

1. Focus Beyond students utilize public transportation to access the community for transition activities and work sites. Our students and staff would like to adopt-a-stop with Metro Transit to give back to the Saint Paul community and support student community involvement. Students would work with school staff to jointly pick up trash in and near the adopted shelter (nearby school) a minimum of once a week.
2. Students would work with school staff to jointly pick up trash in and near the adopted shelter (nearby school) a minimum of once a week. This provides students with an on-going opportunity to monitor usage, needs, and work collaboratively In the community.
3. 1 year
4. No cost. This supports student transition programming related to community involvement in the area of independent living. Students will work collaboratively as a pathway with teachers and paraprofessionals to create a schedule and maintain the bus stop.
3. This project will meet the District strategic plan focus area of preparing all graduates for college, career and life as well as family and community engagement.
4. This item is submitted by Kelly Dietrich, Focus Beyond Transition Services Principal; Heidi Nistler, Assistant Superintendent; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to approve the Metro Transit Adopt-A-Stop Program agreement for one year.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: District Provided Cell Phone Service & Equipment Agreement

A. PERTINENT FACTS:

1. The District currently provides employees cell phones for work related use. Cell phones provide a way for staff to stay connected during remote meetings, operational issues and or outages. Cell phones have been a great technology to allow voice and text communications when other SPPS network services are not available. Cell phones also provide a way for staff to stay productive as they can read and respond to emails on their cell phones.
2. This is a 2-year agreement to span the period from April 01, 2024 through March 31, 2026. Each department will continue to pay for their cell phone plans and equipment.
3. The total, not to exceed, amount for this agreement is \$1,300,000 that is made up of monthly services charges and equipment purchases. Monthly service is estimated at \$50,000 per month with 1,000 lines of service. Equipment is estimated at \$100,000 for 1,000 lines over the term of the agreement.
4. The cellular service on the account totaling 1,000 units in accordance with the rate plans and terms and conditions now or in the future applicable to each of such lines pursuant to GSA Federal Supply Schedule Number 47QTCA20D00B5. The equipment portion is purchased on an open market basis.
5. This project meets the District Strategic Plan focus area of Program Evaluation and Resource Allocation.
6. This item is submitted by Brian Cihacek, Purchasing Manager; Mario McHenry, Executive Director of Technology Services; and Jackie Turner, Executive Chief of Administration and Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to approve and enter into the agreement between SPPS and Verizon Wireless.

INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS

DATE: March 19, 2024

TOPIC: Memorandum of Understanding between Lakes Country Service Cooperative and Saint Paul Public Schools

A. PERTINENT FACTS:

1. This MOU details the partnership between Lakes Country Service Cooperative (LCSC) and SPPS pertaining to teacher preparation field experiences.
2. LCSC is a public, nonprofit membership-based organization dedicated to providing quality, innovative services that help make our members successful. Originally created by legislation in 1976 to provide services to pre-k through 12 education, they have grown and expanded to provide quality, innovative programs to cities, counties, other governmental agencies, and non-profit agencies.
3. LCSC is a Minnesota Professional Educator Licensing and Standards Board-approved teacher preparation provider that offers a program to candidates that culminates with a recommendation for Career and Technical Education (CTE) licensure as well as Work-Based Learning (WBL) licensure endorsement.
4. This teacher professional development aligns with the District's long-term outcome of preparing all graduates for college, career and life.
5. This item is submitted by Carita Green, Executive Director of College and Career Pathways and Student Supports, and Andrew Collins, Executive Chief of Schools & Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the Memorandum of Understanding between Saint Paul Public Schools and Lakes Country Service Cooperative until June 2025.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Approval of Employment Agreement Between Independent School District No. 625 and Minnesota Teamsters Public and Law Enforcement Employees Union Local No. 320, Representing Bus Drivers

A. PERTINENT FACTS:

1. New Agreement is for a two-year period from July 1, 2024, through June 30, 2026.
2. Contract changes are as follows:

Wages: Effective July 1, 2024, the salary schedule will be modified to remove steps 1 and 2. Each new step will have an increase of 2%, except step 7, which will increase to \$29.79. The years required to move to each step will be changed to 1, 2, 3, 4, 5, 6, 8, 13, 18, 23, 28. If an employee is hired above step 1 they will be credited with the equivalent years of service toward the salary schedule. Effective July 1, 2025, the salary schedule is increased 1% across all steps. The premium payment for Maintenance Driver will increase from \$0.25 to \$1.00 per hour.

Benefits: Effective January 1, 2025, the district monthly contribution of \$770 per month will increase to \$820; the district monthly contribution of \$1,355 for family coverage is increased to \$1,405. Effective January 1, 2026, the district monthly contribution of \$820 will increase to \$860; the district monthly contribution of \$1,405 for family coverage is increased to \$1,445.

Severance Pay: Effective July 1, 2024, the Tax-Deferred Retirement Plan for Sheltering Severance Pay and Vacation Pay will increase to \$25,012.

3. The District has 35 employees in this bargaining unit.
4. The new total package costs for the agreement are estimated as follows:
 - in the 2024-25 budget year: \$121,827
 - in the 2025-26 budget year: \$120,680
5. This item will meet the District target area goal of alignment.
6. This request is submitted by Patricia Pratt-Cook, Executive Chief of Human Resources and Talent Management; Daniel Wells, Assistant Director of Employee and Labor Relations.

B. RECOMMENDATION:

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment for Minnesota Teamsters Public and Law Enforcement Employees Union Local No. 320, representing bus drivers in this school district; duration of said Agreement is for the period of July 1, 2024 through June 30, 2026.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Joint Powers Agreement between Saint Paul Public Schools and the City of Woodbury

A. PERTINENT FACTS:

1. The purpose of this Agreement is to implement procedures for the shared use by the District and the City of Woodbury for the gymnasium and fields at E-STEM Middle School, 600 Weir Drive, Woodbury, MN.
2. Terms and conditions of this Agreement include the following:
 - a. All use of the Recreational Facilities shall be under control of the District and in accordance with applicable District policies & procedures.
 - b. The District shall establish the schedule for the use of the Recreational Facilities.
 - c. Recreational programs operated directly by and through the City shall be exempt from usage fees.
 - d. The City of Woodbury shall provide, at its own expense, mowing and routine maintenance services for the outdoor field.
 - e. The District shall be responsible for the maintenance and repair of the E-STEM gymnasium.
3. This Joint Powers Agreement meets the District Strategic Plan goals by aligning Program Evaluation and Resource Allocation to District priorities.
4. This item is submitted by Tom Parent, Executive Director of Operations and Administration, and Jackie Turner, Executive Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the execution of the Joint Powers Agreement between the District and the City of Woodbury, allowing shared use of the gymnasium and fields at E-STEM Middle School, 600 Weir Drive, Woodbury, MN.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools and Saint Paul Federation of Educators, Exclusive Representative for School and Community Service Professionals.

A. PERTINENT FACTS:

1. New Agreement is for a two-year period from July 1, 2023, through June 30, 2025.
2. Summary of Contract Changes:

SALARY SCHEDULE IMPROVEMENT:

All School and Community Service Professionals will receive a \$3084 wage increase retroactive to January 1, 2024. January 1, 2025 all members will receive a salary schedule increase of 4.0%.

Longevity stipends will increase to \$1800 in year 15, \$2100 in year 20 and \$2300 in year 25.

OTHER COMPENSATION PROVISIONS

Health Insurance: Effective January 1, 2024, the district monthly contribution of \$870 per month will increase to \$920; the district monthly contribution of \$1,200 for family coverage is increased to \$1,375. Effective January 1, 2025, the district monthly contribution of \$920 will increase to \$945; the district monthly contribution of \$1,375 for family coverage is increased to \$1,450. Effective January 1, 2026, any premium increase will be shared equally by the district and the employee.

3. The District has 387 employees in this bargaining unit.
4. The new total package increase for the agreement are estimated as follows:
 - in the 2023-24 budget year: \$879,685
 - in the 2024-25 budget year \$752,847
5. This item will meet the District target area goal of alignment.
6. This request is submitted by Patricia Pratt-Cook, Executive Chief of Human Resources and Tom Sager, Executive Chief of Financial Services

B. RECOMMENDATION:

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment for those School and Community Professional Employees in this school district for whom the Saint Paul Federation of Educators is the exclusive representative; duration of said Agreement is for the period of July 1, 2023 through June 30, 2025.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Approval of Employment Agreement between Independent School District No. 625, Saint Paul Public Schools and Saint Paul Federation of Educators, Local 28, Exclusive Representative for Educators

A. PERTINENT FACTS:

1. New Agreement is for a two-year period from July 1, 2023, through June 30, 2025.

2. **SUMMARY OF CONTRACT CHANGES:**

SALARY SCHEDULE IMPROVEMENT:

All licensed staff will receive a \$3500 wage increase retroactive to January 1, 2024. January 1, 2025 all members will receive a salary schedule increase of 4.0%.

Beginning year 21, all lanes will receive a \$1,800 longevity stipend.

OTHER COMPENSATION PROVISIONS

Schedule C: Update of stipends and use of a formula to determine stipends. Increase to formula rates of 2.44 percent. This area also applies to the SCSP and EA Employment Agreements.

Schedule D: Effective July 1, 2024 General Assignments: Saturday School, Curriculum Writing will increase to \$27.50.

Summer Learning Programs: Beginning with the 2024 summer session/extended school year (ESY) a District contracted teacher whose step placement is Step 10 or higher in the school year immediately preceding summer term will earn \$42.50 per hour. A District contracted teacher whose step placement is Step 9 or lower in the school year immediately preceding summer term and non-contracted teachers will earn \$37.50 per hour. This rate of pay shall be considered the minimum summer school pay rate.

Health Insurance: Effective January 1, 2024, the district monthly contribution of \$870 per month will increase to \$920; the district monthly contribution of \$1,200 for family coverage is increased to \$1,375. Effective January 1, 2025, the district monthly contribution of \$920 will increase to \$945; the district monthly contribution of \$1,375 for family coverage is increased to \$1,450. Effective January 1, 2026, any premium increase will be shared equally by the district and the employee.

OTHER PROVISIONS

Mental Health Supports: Maintain the current staff-to-student ratios for licensed school counselors, social workers, psychologists, intervention specialists and health staff.

Restorative Practices: Maintain the current MOU through June 30, 2025.

Class Size: Maintain the current class size caps and averages for all grades.

Increase Due Process Release Time: Release time for SPED teachers increased from one half day to one full day of paper work time per month. Additionally, teachers may make a request for additional days as needed.

3. The District has 3,346 employees in this bargaining unit.

4. The new total package increase for the agreement are estimated as follows:

- in the 2023-24 budget year: \$15,780,566
- in the 2024-25 budget year \$14,836,734

5. This item will meet the District target area goal of alignment.
6. This request is submitted by Patricia Pratt-Cook, Executive Chief of Human Resources and Tom Sager, Executive Chief of Financial Services

B. RECOMMENDATION:

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment for licensed educators in this district for whom the Saint Paul Federation of Educators, Local 28, is the exclusive representative; duration of said Agreement is for the period of July 1, 2023 through June 30, 2025.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools and Saint Paul Federation of Educators, Exclusive Representative for Educational Assistants

A. PERTINENT FACTS:

1. New Agreement is for a two-year period from July 1, 2023, through June 30, 2025.
2. Summary of Contract Changes:

SALARY SCHEDULE IMPROVEMENT:

All Educational Assistant will receive a \$2.25 per hour wage increase retroactive to January 1, 2024. January 1, 2025 all members will receive a salary schedule increase of 4.0%.

Longevity stipends will increase to an additional \$1.75 per hour in year 15, \$2.25 per hour in year 20 and \$2.60 per hour in year 25.

OTHER COMPENSATION PROVISIONS

Health Insurance: Effective January 1, 2024, the district monthly contribution of \$675 per month for employees who work between 60-75 hours bi-weekly will increase to \$743; the district monthly contribution of \$1,355 for family coverage is increased to \$1,405. Effective January 1, 2024, the district monthly contribution of \$345 per month for employees who work between 40 hours but less than 60 hours bi-weekly will increase to \$372; the district monthly contribution of \$685 for family coverage is increased to \$703.

Effective January 1, 2025, the district monthly contribution of \$743 per month for employees who work between 60-75 hours bi-weekly will increase to \$825; the district monthly contribution of \$1,405 for family coverage is increased to \$1,475. Effective January 1, 2025, the district monthly contribution of \$372 per month for employees who work between 40 hours but less than 60 hours bi-weekly will increase to \$413; the district monthly contribution of \$703 for family coverage is increased to \$770.

Effective January 1, 2026, any premium increase will be shared equally by the district and the employee.

Bus Duty Pay: Educational Assistants will retain bus duty pay.

Vacation accrual: The rate at which vacation is accrued will be increased from .089285 to 0.12.

Holidays: Christmas Day will now be a paid holiday.

3. The District has 497 employees in this bargaining unit.
4. The new total package increase for the agreement are estimated as follows:
 - in the 2023-24 budget year: \$2,523,933
 - in the 2024-25 budget year: \$2,250,249
5. This item will meet the District target area goal of alignment.
6. This request is submitted by Patricia Pratt Cook, Executive Chief of Human Resources and Tom Sager, Executive Chief of Financial Services

B. RECOMMENDATION:

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment for those School and Community Professional Employees in this school district for whom the Saint Paul Federation of Educators is the exclusive representative; duration of said Agreement is for the period of July 1, 2023 through June 30, 2025.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Access, Parking, and Temporary Construction Easement Agreement at Jie Ming Mandarin Immersion School

A. PERTINENT FACTS:

1. The District is the fee owner of the land at Jie Ming Mandarin Immersion School, 1845 Sheridan Avenue West.
2. The City of Saint Paul is the fee owner of the land currently identified by PID No. 21-28-23-24-0001.
3. The District and the City of Saint Paul desire to enter into a perpetual access and parking easement on the City lot, north of Sheridan, for the purpose of passage, ingress, egress, access, and parking by vehicles, trucks, and other motorized and non-motorized methods of transportation, and pedestrians.
4. The District and The City of Saint Paul desire to enter into a Temporary Construction Easement to construct improvements in the Easement Area of the City Lot, including but not limited to, storage, staging, grading, and tree removal.
5. The terms of the Temporary Construction Easement shall automatically terminate upon completion of the improvements, but in any event, no later than December 31, 2024.
6. This easement is at no cost to the District.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration and Jackie Turner, Executive Chief of Administration and Operations.

B. RECOMMENDATION:

That the Board of Education authorize the execution of the Access, Parking, and Temporary Construction Easement Agreement at Jie Ming Mandarin Immersion School between the District and the City of Saint Paul.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Site Operation Agreement between Saint Paul Public Schools and the City of Saint Paul

A. PERTINENT FACTS:

1. The purpose of this Agreement is to clarify lines of responsibility for daily maintenance and capital improvement of the external premises at Jie Ming Mandarin Immersion Elementary School, 1845 Sheridan Ave. W., allowing each organization to focus on greater value for the greater community. This agreement will supersede and modernize past practices from when the site was an official joint use site between the City and the District.
2. Terms and conditions of this Agreement include the following:
 - a. The District shall assume the responsibility for all playground equipment, playground safety surfacing, and playground maintenance on District owned land.
 - b. The District will construct a new playground as part of the renovation of the Jie Ming building, and will be responsible for all costs of demolishing, constructing and maintaining the playground on the District's property.
 - c. The City will perform all snow removal and grass cutting, inclusive of limited grounds maintenance, and will be responsible for all costs of performing this maintenance.
 - d. The Agreement will remain in effect until September 1, 2043.
3. This Site Operation Agreement meets the District Strategic Plan goals by aligning Program Evaluation and Resource Allocation to District priorities.
4. This item is submitted by Tom Parent, Executive Director of Operations and Administration, and Jackie Turner, Executive Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the execution of the Site Operations Agreement between the District and the City of Saint Paul to clarify lines of responsibility for daily maintenance and capital improvement of the external premises at Jie Ming Mandarin Immersion Elementary School, 1845 Sheridan Ave. W.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Project Labor Agreement (PLA) – Affirmation of the Board's Previous Direction to Implement a PLA for Wellstone Elementary Plumbing, Piping and HVAC Replacement (Project # 4260-23-01)

A. PERTINENT FACTS:

1. On January 22, 2019 the Board directed staff to implement a project labor agreement for the Wellstone Elementary Plumbing, Piping and HVAC project. The standard project labor agreement process, as adopted by the Board, was followed.
2. Updates to SPPS Builds, the District's capital plan, delayed the anticipated start of construction for the project. In order to ensure timeliness from the Board's direction on a PLA to the start of bidding, this agenda item seeks to affirm and renew the Board's direction to implement a PLA on this project.
3. The project information has been revised to reflect the current construction start of June 2024.
4. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
5. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATIONS:

That the Board of Education affirm the implementation of a project labor agreement for Wellstone Elementary Plumbing, Piping and HVAC Replacement (Project # 4260-23-01).

REQUEST FOR SAINT PAUL PUBLIC SCHOOLS BOARD OF EDUCATION ACTION

Subject: Project Labor Agreement

Project Title: Wellstone Elementary Plumbing, Piping and HVAC Replacement

Project Description: Re-piping plumbing lines throughout most of building. Convert remaining steam heat to hot water, keep existing boilers and add conversion. Replace 2 AHU and 1 RTU. Install new controllers everywhere and connect to District's Tridium system for BAS.

Estimated Cost: \$7,370,000

Estimated Start Date: 6/15/2024

Estimated Project Length: 26 months – Summer 2026

Executive Summary

Per Board of Education (BOE) direction dated February 25, 2005, the BOE will evaluate all construction projects whose cost estimates exceed \$250,000 for the appropriateness of a Project Labor Agreement (PLA). Notice of this action was published in the Saint Paul Legal Ledger at least 30 days prior to any BOE action.

Assessment of Criteria for PLA Recommendation:

Criteria	Low	Medium	High	Notes
Potential impact on students/operations			X	
Number of trades on the project			X	
Potential for work stoppage	X			
Complexity of project		X		
Construction schedule constraints		X		

Notices requesting input on the use of a PLA on this project were sent to the following interested parties.

Summary of Responses:

Organization	Yes	No	No Response	Comments
Associated Builders and Contractors		X		See footnote for full comments*
Associated General Contractors of Minnesota			X	
National Association of Minority Contractors			X	
Saint Paul Building and Construction Trades Council	X			

Staff Recommendation

- ☒ The Facilities Department **recommends** that a PLA be used for this project
- ☐ The Facilities Department **does not recommend** that a PLA be used for this project

The reasons for the recommendation are as follows:

- Please see the table of assessment criteria. There is extensive, multiple-craft interior work as part of the project, and the potential impact to the school program should a delay occur is significant.

Final Action

The BOE directs that a PLA

- ☐ be used for this project
- ☐ not be used for this project

If the BOE directs that a PLA be used on this project, it hereby authorizes the Director of Facilities to instruct the execution of this agreement and further directs that the agreement be included in the final construction documents.

*A Project Labor Agreement is not recommended for this St. Paul Public Schools construction project for the following reasons: ABC and our 350 contractor members who employ over 20,000 high quality craft professionals oppose discriminatory union-only project labor agreements on taxpayer funded projects. PLAs drive up the cost of construction projects. By unnecessarily limiting bidders and following outdated and inefficient union work rules, PLAs consistently and unnecessarily drive up costs on projects. PLAs discriminate against merit shop contractors, disadvantaged businesses, and minority-owned business who choose not to be signatory to union contracts. This discrimination is particularly harmful to women- and minority-owned construction businesses whose workers traditionally have been under-represented in construction unions. Merit shop general contractors often utilize union subcontractors for projects and have had great success at doing so – both in the public and private sector. Union general contractors, however, are contractually prohibited from using merit shop subcontractors. Open jobsites that are free of labor affiliation discrimination is what the county should be promoting – not closed jobsites. PLAs also harm local workers. Proponents claim PLAs ensure the use of local workers, but the truth is PLAs fail at local job creation. PLA supporters fail to mention the term “local workers” excludes local nonunion workers. This rhetoric is particularly misleading because only 32 percent of Minnesota construction workers belong to a union. In construction markets where the demand for union labor is greater than the supply, union workers from outside the local area are given preference over qualified local nonunion workers on PLA projects. PLAs also take away employees’ rights. Employees normally are permitted to choose whether to join a union through a card check process or a federally-supervised private ballot election. PLAs require unions to be the exclusive bargaining representative for workers during the life of the project. The decision to elect union representation is made by the employer —when agreeing to participate in a PLA—rather than the employees. PLAs are not necessary to, and are not successful at, ensuring labor peace or keeping a project safe, on time, on budget, or in compliance with labor laws. Unions leverage the threat of labor strikes and unrest to compel construction users, like the county here, to require PLAs on construction projects. This is a particularly disingenuous argument that flirts with blackmail because unions can cause many project delays through illegal organizing and jurisdictional disputes. In addition, unions have struck on PLA projects across the country, calling into question the value of the agreements. In contrast, merit shop workers do not strike. We oppose the use of a Project Labor Agreement on this project and hope that St. Paul Public Schools sides with taxpayers along with free, fair, and open competition when it makes its decision.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Project Labor Agreement (PLA) – Affirmation of the Board's Previous Direction to Implement a PLA for Farnsworth Aerospace Upper HVAC Replacement (Project # 1030-23-01)

A. PERTINENT FACTS:

1. On February 22, 2022 the Board directed staff to implement a project labor agreement for the Farnsworth Aerospace Upper HVAC Replacement. The standard project labor agreement process, as adopted by the Board, was followed.
2. Updates to SPPS Builds, the District's capital plan, delayed the anticipated start of construction for the project. In order to ensure timeliness from the Board's direction on a PLA to the start of bidding, this agenda item seeks to affirm and renew the Board's direction to implement a PLA on this project.
3. The project information has been revised to reflect the current construction start of May 2025.
4. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
5. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATIONS:

That the Board of Education affirm the implementation of a project labor agreement for Farnsworth Aerospace Upper HVAC Replacement (Project # 1030-23-01).

REQUEST FOR SAINT PAUL PUBLIC SCHOOLS BOARD OF EDUCATION ACTION

Subject: Project Labor Agreement

Project Title: Farnsworth Aerospace Upper HVAC Replacement

Project Description: Replace HVAC system, ceilings and LED Lights in select areas. Replace instructional audio-visual equipment, network cabling, and fire alarm.

Estimated Cost: \$10,600,000

Estimated Start Date: 5/15/2025

Estimated Project Length: 26 months – Summer 2026

Executive Summary

Per Board of Education (BOE) direction dated February 25, 2005, the BOE will evaluate all construction projects whose cost estimates exceed \$250,000 for the appropriateness of a Project Labor Agreement (PLA). Notice of this action was published in the Saint Paul Legal Ledger at least 30 days prior to any BOE action.

Assessment of Criteria for PLA Recommendation:

Criteria	Low	Medium	High	Notes
Potential impact on students/operations			X	
Number of trades on the project			X	
Potential for work stoppage	X			
Complexity of project		X		
Construction schedule constraints		X		

Notices requesting input on the use of a PLA on this project were sent to the following interested parties.

Summary of Responses:

Organization	Yes	No	No Response	Comments
Associated Builders and Contractors		X		See footnote for full comments*
Associated General Contractors of Minnesota		X		Unions often times prevent contractors of color from participating on public projects
National Association of Minority Contractors		X		See footnote for full Comments**
Saint Paul Building and Construction Trades Council	X			multi craft, dollar amount, length of project

Staff Recommendation

- ☒ The Facilities Department **recommends** that a PLA be used for this project
- ☐ The Facilities Department **does not recommend** that a PLA be used for this project

The reasons for the recommendation are as follows:

- Please see the table of assessment criteria.
- Consistency with previous project precedent
- Highly complex
- Multi-phase
- Coordinated occupied construction

Final Action

The BOE directs that a PLA

- ☐ be used for this project
- ☐ not be used for this project

If the BOE directs that a PLA be used on this project, it hereby authorizes the Director of Facilities to instruct the execution of this agreement and further directs that the agreement be included in the final construction documents.

** "Project labor agreements discriminate against local construction workers who choose not to join a union. Residents of the school district who send their kids to these schools, who pay taxes to the district, and who are otherwise qualified to work on these schools are told they cannot unless they join a union and pay union dues. This is antithetical to fair and open competition, as well as the inclusion efforts the district promotes. We strongly urge the district to not adopt union-only project labor agreements for these projects. 75% of Minnesota's construction workforce choose not to be in a construction union. By adopting a PLA for any or all of these projects, the district is telling these Minnesotans - many of whom live, pay taxes, and send their children to schools in your district - that they are not welcome there. Please let all responsible contractors and construction workers bid and work on your projects."*

*** "I strongly believe PLAs hurt woman and minority contractors that have made a choice to be non-union. If the contractors are paying prevailing wage there is not reason for PLAs. If the purpose of the union is to ensure fair wages and benefits are paid the prevailing wage requirement does that. No "side" agreement with a General Contractor should supersede women & minority inclusion goals. That should be #1. the union should not be an obstacle for women & minority small businesses to participate in a project nor should they be forced to join just to get business. Please keep in my the purpose of prevailing wage. Union involvement is not necessary if workers are being paid the required wage and benefits package."*

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024
TOPIC: Monthly Operating Authority

A. PERTINENT FACTS:

1. The Board of Education must authorize and approve all expenditures of the District.
2. The Board of Education must ratify any changes in collateral that have been previously approved by the Assistant Treasurer.
3. This item meets the District target area of goals alignment and sustainability.
4. This item is submitted by Tom Sager, Executive Chief of Financial Services.

B. RECOMMENDATIONS:

1. That the Board of Education approve and ratify the following checks and electronic transfers for the period January 1, 2024- January 31, 2024

(a) General Account	#769074-770185	\$64,701,911.85
	#0005145-0005178	
	#7005061-7005099	
	#0009550-0009702	
(b) Construction Payments	- 0 -	\$4,374,476.61
(c) Debt Service	- 0 -	<u>\$45,106,300.80</u>
		\$114,182,689.26

Included in the above disbursements are
two payrolls in the amount of
\$45,596,343.59 and overtime of
\$179,510.55 or 0.39% of payroll.

(d) Collateral Changes

Released:

None

Additions:

None

2. That the Board of Education further authorize payment of properly certified cash disbursements including payrolls, overtime schedules, compensation claims, and claims under the Worker's Compensation Law falling within the period ending July 31, 2024.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Recommendations for Exclusion of Students Non-Compliant with Minnesota Statute 121A.15 Health Standards: Immunizations

A. PERTINENT FACTS:

1. Minnesota immunization law (M.S. 121A. 15 Health Standards for Immunizations) requires that in order for a child to enroll in child care, early education programs, or school a parent must show they have received immunizations or an exemption.
2. Immunizations help protect children against disease or reduce the impact from that disease.
3. There are students in the District who are not in compliance with M.S. 121A.15 Health Standards for Immunizations. Noncompliant lists are reviewed and updated regularly.
4. Parents/guardians with a noncompliant student have been informed of required missing immunizations. They are provided information about immunization law, immunization resources and have been informed about medical or conscientious exemption options. Contacts are made via mail, phone and email and in home languages. Parents/guardians have had a minimum of 30 days to comply with the law after they are informed that their child is non-compliant.
5. Once in compliance (required immunization received or proof of meeting exemption requirement is provided) then students are allowed to return to school and programming.
6. This project will meet the District target area goals by ensuring high academic achievement for all students.
7. Requested by Rebecca Schmidt, Interim Director, Health and Wellness; Heidi Nistler, Assistant Superintendent of Specialized Services; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education exclude noncompliant student(s) from school(s) effective March 27, 2024, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

HUMAN RESOURCE TRANSACTIONS
February 1, 2024 – February 29, 2024
March 19, 2024

NEW APPOINTMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Cherry, C.	Central Administrator	02/24/2024	\$60.08	Colborne Admin Offices
Dovre, J.	Classroom Teacher	02/05/2024	\$30.30	Highland Park Middle
Malone, M.	Classroom Teacher	03/06/2024	\$41.43	271 Belvidere Bldg
Roble, H.	Classroom Teacher	02/17/2024	\$55.21	Como Service Center
Ulsby, T.	Classroom Teacher	02/20/2024	\$39.39	RiverEast Elem
Yang, G.	Classroom Teacher	03/02/2024	\$31.25	St. Paul Music Academy
Courteau, K.	Classroom Teacher	02/24/2024	\$29.27	Highwood Hills Elem
Lee, T.	Classroom Teacher	03/02/2024	\$35.19	Colborne Admin Offices
Moser, D.	Superintendency	02/10/2024	\$78.13	Colborne Admin Offices
McFarlane, H.	Athletics	02/03/2024	\$23.03	Central Senior High
Kelsey, D.	Education Assistant	02/24/2024	\$21.17	1780 West 7th St
León de Bettino, K.	Education Assistant	02/20/2024	\$22.22	Open World Learning
Newhouse, C.	Education Assistant	02/20/2024	\$25.09	Txuj Ci HMong Lwr
Robertson, K.	Education Assistant	02/17/2024	\$23.11	271 Belvidere Bldg
Tiedemann, T.	Education Assistant	02/10/2024	\$21.55	Focus Beyond (18-Adult)
Williams II, J.	Education Assistant	02/24/2024	\$27.43	1780 West 7th St
Young, P.	Education Assistant	03/02/2024	\$23.23	Focus Beyond (18-Adult)
Adams, A.	Teaching Assistant	02/03/2024	\$22.55	Humboldt Secondary
Berih, T.	Teaching Assistant	02/03/2024	\$20.89	Highwood Hills Elem
Berndt, D.	Teaching Assistant	02/10/2024	\$22.55	Battle Creek Middle
Boukal, A.	Teaching Assistant	02/10/2024	\$23.12	Global Arts Plus Lwr
Brogan, A.	Teaching Assistant	02/20/2024	\$19.50	Early Learning Hub - West
Brown Jr, S.	Teaching Assistant	02/16/2024	\$20.89	Humboldt Secondary
Coleman, J.	Teaching Assistant	02/20/2024	\$20.89	Central Senior High
Fentress, S.	Teaching Assistant	02/10/2024	\$22.51	Expo for Excellence Elem
Francisco, R.	Teaching Assistant	03/02/2024	\$20.89	Frost Lake Elem
Harris, M.	Teaching Assistant	02/10/2024	\$22.55	Washington Tech High
Hicks, K.	Teaching Assistant	02/03/2024	\$23.12	Washington Tech High

HUMAN RESOURCE TRANSACTIONS
February 1, 2024 – February 29, 2024
March 19, 2024

NEW APPOINTMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Lopez Rodriguez, F.	Teaching Assistant	02/20/2024	\$22.55	Hidden River Middle
Minkel, C.	Teaching Assistant	02/10/2024	\$25.38	Highwood Hills Elem
Paw, W.	Teaching Assistant	03/02/2024	\$20.23	Como Park Elem
Quinn, D.	Teaching Assistant	02/24/2024	\$22.55	Highland Park Senior High
Say, K.	Teaching Assistant	02/17/2024	\$20.89	Humboldt Secondary
Seymour, M.	Teaching Assistant	02/10/2024	\$20.23	Four Seasons A+
Tahedl, S.	Teaching Assistant	03/02/2024	\$19.50	Crossroads Science
Ulland, O.	Teaching Assistant	03/09/2024	\$20.89	Groveland Park Elem
Walford, T.	Teaching Assistant	02/17/2024	\$25.38	Central Senior High
Walker- Sawyer, S.	Teaching Assistant	02/03/2024	\$25.38	Como Park Elem
Adams, G.	Clerical	02/24/2024	\$27.39	The Heights Community
Brazil, A.	Clerical	02/03/2024	\$24.51	271 Belvidere Bldg
Elliott, T.	Clerical	02/17/2024	\$24.86	Colborne Admin Offices
Zetterlund, J.	Clerical	02/17/2024	\$27.39	Global Arts Plus Up
Burrell, L.	Nutrition Services	03/02/2024	\$17.53	Eastern Heights Elem
Edwards, D.	Nutrition Services	02/20/2024	\$17.53	Como Service Center
Jama, F.	Nutrition Services	03/02/2024	\$17.53	Washington Tech High
Jenkins, A.	Nutrition Services	02/03/2024	\$17.53	Harding Senior High
Johnson-Snider, L.	Nutrition Services	02/10/2024	\$17.53	Central Senior High
Milburn, S.	Nutrition Services	03/09/2024	\$17.53	Johnson Senior High
Romero Cordon, B.	Nutrition Services	02/20/2024	\$17.53	Creative Arts Secondary
Shaw, N.	Nutrition Services	02/24/2024	\$17.53	Harding Senior High
Simeon, B.	Nutrition Services	02/17/2024	\$20.95	Eastern Heights Elem
Suess, B.	Nutrition Services	02/24/2024	\$17.53	Murray Middle
Thelen, R.	Nutrition Services	02/10/2024	\$17.53	Highland Park Senior High
Walton, S.	Nutrition Services	02/24/2024	\$20.95	East African Elem Magnet
Wilson, S.	Nutrition Services	03/02/2024	\$17.53	Rondo Education Center
Butz, C.	Professional Employee	01/27/2024	\$45.74	Colborne Admin Offices

HUMAN RESOURCE TRANSACTIONS
February 1, 2024 – February 29, 2024
March 19, 2024

NEW APPOINTMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Handlos-Swanson, D.	Professional Employee	03/02/2024	\$34.35	Colborne Admin Offices
Zahn, P.	Professional Employee	02/10/2024	\$45.74	Colborne Admin Offices
Swanson, T.	Supervisory	02/24/2024	\$77.41	Colborne Admin Offices

PROMOTION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
King, A.	Central Administrator From: Classroom Teacher	03/01/2024	\$50.70	Como Service Center
Ransom, D.	Central Administrator Career Progression	02/03/2024	\$63.70	Colborne Admin Offices
Garden, E.	Education Assistant From: Teaching Assistant	02/03/2024	\$22.21	Washington Tech High
Gebhard, D.	Education Assistant From: Teaching Assistant	02/10/2024	\$25.91	Four Seasons A+
McGraw, J.	Education Assistant Career Progression	01/19/2024	\$28.14	Battle Creek Middle
Robinson, K.	Teaching Assistant Career Progression	02/10/2024	\$25.38	Mississippi Creative Arts Elem
Ackerman Eng, K.	Custodian Career Progression	01/06/2024	\$30.25	Wellstone Elem
Ashton, B.	Custodian Career Progression	01/06/2024	\$28.52	Cherokee Heights Community
Aviles, V.	Custodian Career Progression	02/10/2024	\$29.50	Hamline Elem
Blesi, B.	Custodian Career Progression	01/06/2024	\$29.50	Highland Park Senior High
Brunette, A.	Custodian Career Progression	01/27/2024	\$28.52	Mississippi Creative Arts Elem
Fox, J.	Custodian Career Progression	02/03/2024	\$28.52	Battle Creek Elem
Buck-Hopkins, L.	Professional Employee Career Progression	02/10/2024	\$38.28	Colborne Admin Offices
Kebede, M.	Professional Employee Career Progression	02/10/2024	\$41.43	Colborne Admin Offices
Bear, C.	Supervisory Career Progression	02/03/2024	\$59.66	Colborne Admin Offices
Pettigrew, J.	Supervisory Career Progression	01/06/2024	\$54.14	Como Service Center

HUMAN RESOURCE TRANSACTIONS
February 1, 2024 – February 29, 2024
March 19, 2024

TEMPORARY APPOINTMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Afroz, S.	Classroom Teacher	02/24/2024	\$39.53	Highwood Hills Elem
LeMeur, A.	Classroom Teacher	02/28/2024	\$30.30	Harding Senior High
Mauk, O.	Classroom Teacher	02/10/2024	\$30.30	St Anthony Park Elem
Vavra, S.	Classroom Teacher	02/10/2024	\$30.30	St. Paul Music Academy

LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Andrastek, J.	Principal	07/02/2024	Highland Park Middle
Deming, J.	Classroom Teacher	01/30/2024	St. Paul Music Academy
Eggert, M.	Classroom Teacher	01/29/2024	Farnsworth Aerospace Up
Evans, S.	Classroom Teacher	02/06/2024	Wellstone Elem
Pankow, M.	Classroom Teacher	02/05/2024	1780 W. 7th Street
Converse, C.	Classroom Teacher	02/07/2024	Bridge View
Marass, L.	Classroom Teacher	01/29/2024	Harding Senior High
Tho, C.	School/Community Professional	02/20/2024	Riverview Dual Immrsn
Ventura Diaz, D.	Education Assistant	02/08/2024	Virtual Learning 9-11
Bock, R.	Teaching Assistant	02/19/2024	Eastern Heights Elem
Henderson, M.	Teaching Assistant	02/20/2024	American Indian Magnet
Kargbo, Z.	Teaching Assistant	02/21/2024	Bridge View
Olin, M.	Teaching Assistant	02/13/2024	Johnson Senior High
Cruz-Trevino, A.	Clerical	01/08/2024	Murray Middle
Karki, Y.	Custodian	02/12/2024	Wellstone Elem
Lee, B.	Custodian	01/11/2024	Global Arts Plus Up
Farah, A.	Nutrition Services	01/22/2024	Como Park Elem
Muhammed, H.	Nutrition Services	02/07/2024	Nokomis Montessori North

REHIRE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Schned, M.	Classroom Teacher	02/10/2024	\$62.42	Como Service Center
Thompson, S.	Classroom Teacher	02/03/2024	\$55.58	Harding Senior High
Costello, S.	Education Assistant	02/03/2024	\$28.54	Focus Beyond (18-Adult)
Griswold, A.	Education Assistant	02/24/2024	\$25.91	Early Learning Hub - West

HUMAN RESOURCE TRANSACTIONS
February 1, 2024 – February 29, 2024
March 19, 2024

REHIRE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Hassan, I.	Education Assistant	02/20/2024	\$28.54	Humboldt Secondary
Cortes, C.	Nutrition Services	02/10/2024	\$17.53	Como Service Center
Scott, T.	Nutrition Services	02/24/2024	\$17.53	Global Arts Plus Lwr

REINSTATEMENT FROM LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Evans, S.	Classroom Teacher	02/22/2024	Wellstone Elem
Hser, P.	Classroom Teacher	02/01/2024	Como Park Senior High
McQuiston, L.	Classroom Teacher	02/20/2024	JJ Hill Montessori Magnet
Poe, D.	Classroom Teacher	02/12/2024	Wellstone Elem
Stewart, C.	Classroom Teacher	02/19/2024	Hamline Elem
Moore, L.	Classroom Teacher	02/22/2024	Wellstone Elem
Bei, M.	Education Assistant	02/05/2024	Crossroads Montessori
Lindsey, C.	Education Assistant	02/05/2024	Virtual Learning 9-11
Win-Kennicutt, E.	Education Assistant	02/13/2024	Como Park Elem
Aguilera, A.	Teaching Assistant	02/20/2024	Adams Spanish Immrsn Magnet
Follmer, S.	Teaching Assistant	02/01/2024	Highland Park Middle
Hanson, N.	Teaching Assistant	02/12/2024	Como Park Elem
Harris, M.	Teaching Assistant	02/12/2024	Groveland Park Elem
Nelson, S.	Teaching Assistant	02/27/2024	Expo for Excellence Elem
Dahn, G.	Clerical	02/12/2024	Colborne Admin Offices
Krueger, R.	Custodian	02/05/2024	Wellstone Elem
Perez, S.	Custodian	02/19/2024	Highland Park Senior High
Dahir, Y.	Nutrition Services	02/05/2024	Rondo Education Center
Velazquez, M.	Nutrition Services	02/22/2024	Harding Senior High

VOLUNTARY REDUCTION IN TITLE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Cantero deVelasquez, E.	Teaching Assistant	02/20/2024	\$19.50	Wellstone Elem
Hanson, N.	Teaching Assistant	02/12/2024	\$22.51	Como Park Elem

RETIREMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Aeilts, S.	Assistant Principal	02/29/2024	Humboldt Secondary

HUMAN RESOURCE TRANSACTIONS
February 1, 2024 – February 29, 2024
March 19, 2024

RETIREMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Biermaier, M.	Classroom Teacher	03/13/2024	Central Senior High
Moore, D.	Classroom Teacher	06/12/2024	Daytons Bluff Achievement Plus
Grady, C.	Classroom Teacher	06/15/2024	Colborne Admin Offices
Busko, K.	Classroom Teacher	06/15/2024	Global Arts Plus Up
Carlos, F.	Education Assistant	12/31/2024	Early Learning Hub – West
Richardson, J.	Education Assistant	06/15/2024	Highland Park Middle
Ethier, C.	Teaching Assistant	06/11/2024	Early Learning Hub – West
Blees, K.	Clerical	06/01/2024	Ronald M Hubbs Center
Heeschen, L.	Clerical	07/30/2024	Colborne Admin Offices
Schmidt, K.	Nutrition Services	02/03/2024	Central Senior High

RESIGNATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Buzicky, C.	Classroom Teacher	02/29/2024	Johnson Senior High
Corbin, M.	Classroom Teacher	06/15/2024	E-STEM Middle
Forestal, M.	Classroom Teacher	11/14/2023	Harding Senior High
Johnson, N.	Classroom Teacher	06/16/2024	Nokomis Montessori South
Reck, K.	Classroom Teacher	03/02/2024	Global Arts Plus Lwr
Schroeder, S.	Classroom Teacher	06/15/2024	Harding Senior High
Windman, C.	Classroom Teacher	06/15/2024	Como Park Elem
Wolff, B.	Classroom Teacher	02/24/2024	Cherokee Heights Community
Bond, J.	Classroom Teacher	02/10/2024	Mississippi Creative Arts Elem
Scherping, M.	Classroom Teacher	02/24/2024	Bruce Vento Elem
Buckley, E.	Classroom Teacher	06/16/2024	271 Belvidere Bldg
Sanvik, S.	Classroom Teacher	06/15/2024	271 Belvidere Bldg
Asseln, T.	Classroom Teacher	02/10/2024	Battle Creek Middle
Wisneski, D.	Classroom Teacher	04/08/2024	Harding Senior High
Adams, A.	Superintendency	02/03/2024	Colborne Admin Offices
Battles, K.	School/Community Professional	03/02/2024	Como Service Center

HUMAN RESOURCE TRANSACTIONS
February 1, 2024 – February 29, 2024
March 19, 2024

RESIGNATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Stewart, C.	School/Community Professional	03/23/2024	RiverEast Elem/Secondary
Mohamed, F.	Education Assistant	01/11/2024	Humboldt Secondary
Yang, N.	Education Assistant	02/24/2024	Focus Beyond (18-Adult)
Boulware, A.	Teaching Assistant	01/13/2024	Hidden River Middle
Brenneman, M.	Teaching Assistant	01/13/2024	Expo for Excellence Elem
Davalos- Reyes, W.	Teaching Assistant	12/23/2023	Adams Spanish Immrsn Magnet
Gallagher-Owens, A.	Teaching Assistant	01/27/2024	Global Arts Plus Lwr
Jarvi-Beamer, B.	Teaching Assistant	03/08/2024	St. Paul Music Academy
Nunyakpe, K.	Teaching Assistant	01/28/2024	The Heights Community
Thomas, S.	Teaching Assistant	03/02/2024	L Etoile du Nord French Immrsn
Vann, N.	Teaching Assistant	03/02/2024	Mississippi Creative Arts Elem
Ali, F.	Nutrition Services	03/06/2024	Global Arts Plus Upr
Amaya Andrade, S.	Nutrition Services	02/11/2024	Rondo Education Center
Hopkins, S.	Nutrition Services	02/17/2024	Txuj Ci HMong Upr
Mcintosh, T.	Nutrition Services	02/23/2024	Como Park Senior High
Sommerhauser, R.	Nutrition Services	03/09/2024	Jie Ming Mandarin Immrsn Academy
Brown, D.	Professional Employee	02/24/2024	Colborne Admin Offices
Her, N.	Professional Employee	02/10/2024	Colborne Admin Offices

TERMINATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>
F., S.	Education Assistant	01/19/2024
K., K.	Education Assistant	02/07/2024
L., M.	Education Assistant	02/23/2024
W., J.	Education Assistant	02/28/2024
B., P.	Teaching Assistant	02/03/2024
B., T.	Teaching Assistant	01/26/2024
H., K.	Teaching Assistant	01/20/2024
H., A.	Teaching Assistant	02/27/2024
L., K.	Teaching Assistant	02/13/2024

HUMAN RESOURCE TRANSACTIONS
February 1, 2024 – February 29, 2024
March 19, 2024

TERMINATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>
L., S.	Teaching Assistant	02/15/2024
S., Q.	Teaching Assistant	02/21/2024
S., A.	Clerical	02/29/2024
C., G.	Nutrition Services	02/02/2024
F., V.	Nutrition Services	02/03/2024
J., A.	Nutrition Services	02/13/2024
W., D.	Nutrition Services	02/24/2024
H., K.	Professional Employee	02/16/2024

TERMINATION OF TEMPORARY EMPLOYMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>
A., S.	Classroom Teacher	06/15/2024
B., K.	Classroom Teacher	06/15/2024
B., P.	Classroom Teacher	06/15/2024
L., A.	Classroom Teacher	06/15/2024
M., O.	Classroom Teacher	06/15/2024
V., S.	Classroom Teacher	06/15/2024
T., T.	Classroom Teacher	06/15/2024
P., M.	Classroom Teacher	06/15/2024
R., S.	Classroom Teacher	06/15/2024

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Settlement of Insured Claim

A. PERTINENT FACTS:

1. In May 2023, a former employee gave notice of a claim against the School District following the employee's termination from employment in the winter of 2023 during the employee's probationary period. The employee subsequently filed a discrimination charge with the Minnesota Department of Human Rights in October 2023.
2. In order to avoid further expenditures of time, attention, and resources, the School District can resolve the claim and the charge by paying the amount of \$20,000 without admitting any liability or wrongdoing. The matter can be resolved for a payment by the District and/or its insurer on the terms set forth in a Settlement Agreement.
3. This settlement supports the District's target area goal of resource allocation.
4. This item is submitted by Charles Long, General Counsel.

B. RECOMMENDATION:

That the Board of Education approve the Settlement Agreement in the above-referenced matter; authorize its Superintendent or designee to sign the Settlement Agreement; and authorize School District administration to issue payment and otherwise perform the Settlement Agreement.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the Bridge View Roofing Replacement (Project # 0175-21-01): Gate #5.2 – Project Final Fiscal Close-out

A. PERTINENT FACTS:

1. This agenda item seeks acceptance of report for the Bridge View Roofing Replacement at the following gate check(s):
 - a. Gate #5.2 – Project Final Fiscal Close-out
2. This project has moved into the close-out phase which indicates substantial completion of construction and review of work in place in anticipation of final invoicing and release of retainage.

Project Milestone	Dates
Design Start	December 2019
Bidding / Procurement	May 2021
Construction Start	August 2021
Substantial Completion (Occupancy)	October 2022
Final Close-Out	February 2024

3. As all financial obligations for the project are now met, the final cost of the project is established. To sum, this project was completed approximately 36.7% below the Board approved project budget.
4. The Project gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	NA – Gate did not exist at the time
#3 – Project Budget	March 23, 2021
#4 – Contract Award	May 18, 2021
#5.1 – Project Close-Out	December 19, 2023
#5.2 – Final Project Summary	March 19, 2024 (current)

5. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$5,000,000	\$0	\$3,163,251	100%

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY21-24	\$3,163,251

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education accept the financial report provided for Bridgeview Roof Replacement project (Project # 0175-21-01) at Phase Gate Check #5.2 – Project Final Fiscal Close-out.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the FY25 Fire Safety Program at Hubbs Center, Belvidere Early Learning, E-STEM Middle School, Early Childhood Hub East, and Early Childhood Hub West (Project # 0652-25-01): Gate #3 – Project Budget

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY25 Fire Safety Program at Hubbs Center, Belvidere Early Learning, E-STEM Middle School, Early Childhood Hub East, and Early Childhood Hub West at the following phase gate(s):
 - a. Gate #3 – Project Budget / Proceed to Bidding
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not applicable
#3 – Project Budget	March 19, 2024 (current)
#4 – Contract Award	March 19, 2024 (current)
#5.1 – Project Close-Out	July 2025 (anticipated)
#5.2 – Final Project Summary	July 2026 (anticipated)

3. A summary of the current project budget is as follows:

Proposed Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,386,000	\$0	\$0	0%

4. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY24-26	\$1,386,000

5. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
6. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the FY25 Fire Safety Program (Project # 0652-25-01) at Phase Gate Check #3 – Project Budget; setting the final project budget at \$1,386,000 and indicating direction to proceed with construction bidding.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the Plumbing Plus project at Wheelock Early Learning Center, Eastern Heights Elementary, L'Etoile du Nord Upper, Groveland Elementary, Hubbs Center, Focus Beyond, John A. Johnson, Griffin Stadium, Dayton's Bluff, Highwood Hills, and Student Placement Center (Project # 0551-23-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for the Plumbing Plus project at Wheelock Early Learning Center, Eastern Heights Elementary, L'Etoile du Nord Upper, Groveland Elementary, Hubbs Center, Focus Beyond, John A. Johnson, Griffin Stadium, Dayton's Bluff, Highwood Hills, and Student Placement Center project at the following phase gate(s):

a. Gate #4: Contract Award

2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not applicable
#3 – Project Budget	January 23, 2024
#4 – Contract Award	March 2024 (current)
#5.1 – Project Close-Out	September 2024 (anticipated)
#5.2 – Final Project Summary	September 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,765,000	\$101,002	\$78,160	4.4%

4. The following bids were received:

	<u>Lump Sum Base Bid</u>
Meisinger Construction Company	\$1,366,200
Sheehy Construction Company	\$1,368,900

5. Bids will be reviewed by Purchasing.

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY24-25	\$1,765,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of Bid No. A24-4337-JG for the Plumbing Plus project at Wheelock Early Learning Center, Eastern Heights Elementary, L'Etoile du Nord Upper, Groveland Elementary, Hubbs Center, Focus Beyond, John A. Johnson, Griffin Stadium, Dayton's Bluff, Highwood Hills, and Student Placement Center project (Project # 0551-23-01) to Meisinger Construction Company for a lump sum base bid of \$1,366,200.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the Barack and Michelle Obama School Addition and Renovation Project WS 0851 (Project #3210-23-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for the Barack and Michelle Obama School Addition and Renovation project at the following phase gate(s):
 - a. Gate #4: Contract Award
2. This contract provides window replacement (work scope 0851) for the Barack and Michelle Obama School Addition and Renovation project.
3. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	December 14, 2021
#2 – Project Charter (Predesign)	August 23, 2022
#3 – Project Budget	January 17, 2023
#4 – Contract Award	March 19, 2024 (current)
#5.1 – Project Close-Out	August 2025 (anticipated)
#5.2 – Final Project Summary	August 2026 (anticipated)

4. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$72,300,000	\$18,014,975	\$4,295,410	5.9%

5. The following bids were received:

	<u>Lump Sum Base Bid</u>
Northern Glass & Glazing, Inc.	\$2,694,000
Capital City Glass, Inc.	\$2,769,000
United Glass, Inc.	\$2,945,988
S&J Glass, Inc.	\$3,180,000

6. Bids will be reviewed by Purchasing.
7. A summary of current and anticipated funding is as follows:

Funding Source	Amount
COP FY22-26	\$37,550,000
LTFM FY24-26	\$34,750,000 ²⁵

8. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
9. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of Bid No. A24-4464-JG for the Barack and Michelle Obama School Addition and Renovation project (Project #3210-23-01) to Northern Glass & Glazing, Inc. for a lump sum base bid of \$2,694,000.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the Jie Ming Phase II Addition & Renovation (Project # 3090-21-01) – Playground Equipment: Gate #4 - Contract Award; Gate #4A – Finance Plan Update

A. PERTINENT FACTS:

1. This agenda item seeks approval for the Jie Ming Phase II Addition & Renovation project at the following phase gate(s):
 - a. Gate #4: Contract Award
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	March 23, 2021
#3 – Project Budget	February 22, 2022
#4 – Contract Award	March 21, 2023
#5.1 – Project Close-Out	Fall 2023 (anticipated)
#5.2 – Final Project Summary	Fall 2024 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$26,840,000	\$20,236,409	\$18,542,672	69.1%

4. The following bid was received per the terms of MN State Contract #P-949(5):

Lump Sum Base Bid

Flagship Recreation.....\$323,613

5. Bids will be reviewed by Purchasing.
6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
COP FY22-23	\$26,840,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of playground equipment at the Jie Ming Phase II Addition and Renovation project (Project #s 3090-21-01) to Flagship Recreation for a lump sum base bid of \$323,613.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the FY25 Fire Safety Program at Hubbs Center, Belvidere Early Learning, E-STEM Middle School, Early Childhood Hub East, and Early Childhood Hub West (Project # 0652-25-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY25 Fire Safety Program at Early Childhood Hub West project at the following phase gate(s):

- a. Gate #4: Contract Award

2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not applicable
#3 – Project Budget	March 19, 2024 (current)
#4 – Contract Award	March 19, 2024 (current)
#5.1 – Project Close-Out	July 2025 (anticipated)
#5.2 – Final Project Summary	July 2026 (anticipated)

* Please note Gate Check 3 is under separate concurrent consideration on the agenda.

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,386,000	\$0	\$0	0%

4. The following bid was received per the terms of MN State Contract #F-556(5):

Lump Sum Base Bid

Egan\$188,350

5. Bids will be reviewed by Purchasing.

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY24-26	\$1,386,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.

8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of fire alarm installation and modifications at Early Childhood Hub West for the FY25 Fire Safety Program (Project # 0652-25-01) to Egan for a lump sum base bid of \$188,350.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the FY24 Paving Program at John A. Johnson and Groveland Elementary (Project # 0800-24-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY24 Paving Program at Groveland Elementary project at the following phase gate(s):

- a. Gate #4: Contract Award

2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not applicable
#3 – Project Budget	December 19, 2023
#4 – Contract Award	March 19, 2024 (current)
#5.1 – Project Close-Out	August 2024 (anticipated)
#5.2 – Final Project Summary	August 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,511,000	\$156,359	\$120,965	8%

4. The following bid was received per the terms of Sourcewell contract #MN-R6-GC-040622-RAK:

Lump Sum Base Bid

RAK Construction, Inc.\$210,360

5. Bids will be reviewed by Purchasing.

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY23-25	\$1,511,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.

8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of concrete at Groveland Elementary for the FY24 Paving Program (Project # 0800-24-01) to RAK Construction, Inc for a lump sum base bid of \$210,360.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the FY24 Paving Program at John A. Johnson and Groveland Elementary (Project # 0800-24-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY24 Paving Program at Groveland Elementary project at the following phase gate(s):

- a. Gate #4: Contract Award

2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not applicable
#3 – Project Budget	December 19, 2023
#4 – Contract Award	March 19, 2024 (current)
#5.1 – Project Close-Out	August 2024 (anticipated)
#5.2 – Final Project Summary	August 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,511,000	\$156,359	\$120,965	8%

4. The following bid was received per the terms of Sourcewell contract #MN-R6-PAV-040622-BIR

Lump Sum Base Bid

Bituminous Roadways, Inc.\$259,010

5. Bids will be reviewed by Purchasing.

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY23-25	\$1,511,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.

8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of concrete and paving at Groveland Elementary for the FY24 Paving Program (Project # 0800-24-01) to Bituminous Roadways, Inc for a lump sum base bid of \$259,010.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the FY24 Flooring Replacement Program at Johnson High School, Farnsworth Upper, and Battle Creek Middle School (Project # 0225-24-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY24 Flooring Replacement Program at Johnson High School, Farnsworth Upper, and Battle Creek Middle School project at the following phase gate(s):

- a. Gate #4: Contract Award

2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not applicable
#3 – Project Budget	January 23, 2024
#4 – Contract Award	March 19, 2024 (current)
#5.1 – Project Close-Out	September 2024 (anticipated)
#5.2 – Final Project Summary	September 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$2,100,000	\$55,000	\$0	0%

4. The following bid was received per the terms of MN State Contract #C-432(5):

Lump Sum Base Bid plus Alternates B1 & B2

St Paul Lino\$378,540

5. This bid will be reviewed by Purchasing.

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY24-25	\$2,100,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of flooring at Battle Creek Middle School for the FY24 Flooring Replacement Program at Johnson High School, Farnsworth Upper, and Battle Creek Middle School project (Project # 0225-24-01) to St Paul Lino for a lump sum base bid plus Alternates B1 & B2 of \$378,540.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the FY24 Flooring Replacement Program at Johnson High School, Farnsworth Upper, and Battle Creek Middle School (Project # 0225-24-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for the FY24 Flooring Replacement Program at Johnson High School, Farnsworth Upper, and Battle Creek Middle School project at the following phase gate(s):

- a. Gate #4: Contract Award

2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not applicable
#3 – Project Budget	January 23, 2024
#4 – Contract Award	March 19, 2024 (current)
#5.1 – Project Close-Out	September 2024 (anticipated)
#5.2 – Final Project Summary	September 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$2,100,000	\$55,000	\$0	0%

4. The following bid was received per the terms of MN State Contract #C-432(5):

Lump Sum Base Bid plus Alternates J1 & F1

CFS\$588,011

5. This bid will be reviewed by Purchasing.

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY24-25	\$2,100,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.

8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of flooring at Johnson High School and Farnsworth Upper for the FY24 Flooring Replacement Program at Johnson High School, Farnsworth Upper, and Battle Creek Middle School project (Project # 0225-24-01) to CFS for a lump sum base bid plus Alternates J1 & F1 of \$588,011.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the FY24 A/V Replacement Program at Washington Technology Magnet and Journeys Secondary School (Project # 0680-24-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for a/v equipment at Washington Technology for the FY24 A/V Replacement Program at Washington Technology Magnet and Journeys Secondary School project at the following phase gate(s):

- a. Gate #4: Contract Award

2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not applicable
#3 – Project Budget	January 23, 2024
#4 – Contract Award	March 19, 2024 (current)
#5.1 – Project Close-Out	December 2024 (anticipated)
#5.2 – Final Project Summary	June 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$2,500,000	\$156,960	\$0	0%

4. The following bid was received per the terms of CPC contract #21.10-TBS:

Lump Sum Base Bid

Bluum of Minnesota\$348,900

5. Bids will be reviewed by Purchasing.

6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
Capital Bonds FY24-25	\$2,500,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.

8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of a/v equipment at Washington Technology for the FY24 A/V Replacement Program at Washington Technology Magnet and Journeys Secondary School project (Project # 0680-24-01) to Bluum of Minnesota for a lump sum base bid of \$348,900.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Phase Gate Approval of the Como Park Senior Athletics (Project # 4110-23-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for the Como Park Senior Athletics project at the following phase gate(s):
 - a. Gate #4: Contract Award
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not applicable
#3 – Project Budget	August 22, 2023
#4 – Contract Award	March 19, 2024 (current)
#5.1 – Project Close-Out	Fall 2024 (anticipated)
#5.2 – Final Project Summary	Fall 2025 (anticipated)

3. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,008,000	\$79,643	\$74,603	7.4%

4. The following bid was received per the terms of Sourcewell contract #MN-R6-PAV-040622-BIR:

Lump Sum Base Bid

Bituminous Roadways, Inc.\$337,343

5. Bids will be reviewed by Purchasing.
6. A summary of current and anticipated funding is as follows:

Funding Source	Amount
LTFM FY24-25	\$303,988
Capital Bonds FY24-25	\$354,012
Site Gift	\$350,000

7. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.

8. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the award of tennis courts at Como Park Senior Athletics (Project # 411-23-01) to Bituminous Roadways, Inc. for a lump sum base bid of \$337,343.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Change Order #1 for Morcon Construction for the Rondo Complex ARP HVAC RTU Replacement (Project # 3170-22-01)

A. PERTINENT FACTS:

1. This change order provides all material and services necessary for the following items:

- a. The procurement, loading, unloading, and storage of three (3) Roof-Top Air-Handling units

2. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$4,490,000	\$3,402,499	\$242,684	5.4%

3. The contract would be changed as follows:

	<u>Amount</u>	<u>% Change</u>
The original contract sum was	\$3,165,304	-
Previous Change Orders approved to date	\$0	0%
The contract sum prior to this Change Order was	\$3,165,304	-
This Change Order amount	\$1,145,391	36.2%
The new contract sum including this Change Order will be	\$4,310,695	

4. A summary of current and anticipated funding to accommodate the budget revision is as follows:

Funding Source	Amount
ARP FY23-25	\$4,490,000

5. Project cash flow schedule has been reviewed and approved by the District Finance Office.
6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent, Superintendent's Designee, or Facilities Director to sign Change Order #1 for Morcon Construction for the Rondo Complex ARP HVAC RTU Replacement project (Project # 1150-19-01) for the amount of \$1,145,391.

**INDEPENDENT SCHOOL DISTRICT NO. 625
BOARD OF EDUCATION
SAINT PAUL PUBLIC SCHOOLS**

DATE: March 19, 2024

TOPIC: Project Budget Modification Request and Finance Plan Update for the FY24 Paving Program at John A. Johnson and Groveland Elementary (Project # 0800-24-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval to modify the budget of the FY24 Paving Program at John A. Johnson and Groveland Elementary project (Project # 4110-23-01):
 - a. Due to a clerical error, the incorrect value was sent to Gate Check #3 at the December 2023 meeting.

2. A summary of the current project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,050,000	\$156,359	\$120,965	11.5%

3. A summary of the revised project budget is as follows:

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,511,000	\$156,359	\$120,965	8%

4. A summary of current and anticipated funding to accommodate the budget revision is as follows:

Funding Source	Amount
LTFM FY23-25	\$1,511,000

5. Project cash flow schedule has been reviewed and approved by the District Finance Office.
6. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
7. This item is submitted by Tom Parent, Executive Director of Operations and Administration; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

B. RECOMMENDATION:

That the Board of Education approve the budget modification to the FY24 Paving Program at John A. Johnson and Groveland Elementary project (Project # 0800-24-01).



Saint Paul
PUBLIC SCHOOLS

Calendar Updates

Board of Education
March 19, 2024

Objectives:

- Modifying our previously adopted 2024-25 calendar to support teachers in grading
- Provide an overview of the community engagement¹⁴⁷ and steps being taken to develop future year calendars



Rationale for change

- The timeline for grading was shortened due to technical changes in our data systems
- Teachers shared with leaders that they needed ¹⁴⁸ time to focus on grading after each quarter as they needed to enter grades



2024-2025 Approved Calendar

2024-25 District Calendar - Staff																																																																																																																			
Total Days of School - Pre-K and K: 174; Elementary (1-5): 172; Secondary (6-12): 174																																																																																																																			
IMPORTANT DATES (ECSE follows the PreK calendar)																																																																																																																			
<table border="1"> <thead> <tr> <th>Month</th><th>Day</th><th>Event</th><th>Grade</th></tr> </thead> <tbody> <tr><td>AUGUST</td><td>19-23</td><td>New Educator Week</td><td></td></tr> <tr><td>26-30</td><td>Opening Week</td><td></td><td></td></tr> <tr><td>SEPTEMBER</td><td>2</td><td>No School, Labor Day</td><td>1-12</td></tr> <tr><td>3</td><td>First Day of School</td><td></td><td></td></tr> <tr><td>3-4</td><td>No School, Parent-teacher conferences</td><td></td><td>PreK & K</td></tr> <tr><td>5</td><td>First Day of School</td><td></td><td>PreK & K</td></tr> <tr><td>OCTOBER</td><td>3</td><td>No School, Professional Development (Rosh Hashanah)</td><td>PreK-12</td></tr> <tr><td>17-18</td><td>No School, State Teacher Meeting (MEA)</td><td></td><td>PreK-12</td></tr> <tr><td>25</td><td>No School, Conference Preparation</td><td></td><td>PreK-5</td></tr> <tr><td>NOVEMBER</td><td>8</td><td>End of Quarter 1</td><td></td></tr> <tr><td>22</td><td>No School, Elementary Parent-teacher conferences</td><td></td><td>PreK-12</td></tr> <tr><td>28-29</td><td>No School, Thanksgiving Break</td><td></td><td></td></tr> <tr><td>DECEMBER</td><td>23-31</td><td>No School, Winter Break</td><td>PreK-12</td></tr> <tr><td>JANUARY</td><td>1-3</td><td>No School, Winter Break</td><td>PreK-12</td></tr> <tr><td>20</td><td>No School, Martin Luther King Jr. Day</td><td></td><td>PreK-12</td></tr> <tr><td>24</td><td>End of Quarter 2</td><td></td><td></td></tr> <tr><td>31</td><td>No School, Elementary Professional Development</td><td></td><td>PreK-12</td></tr> <tr><td>FEBRUARY</td><td>17</td><td>No School, Presidents Day</td><td>PreK-12</td></tr> <tr><td>MARCH</td><td>7</td><td>No School, Elementary Conference Preparation</td><td>PreK-12</td></tr> <tr><td>28</td><td>No School, Parent-teacher conferences</td><td></td><td>PreK-5</td></tr> <tr><td>31</td><td>No School, End of Quarter 3</td><td></td><td>PreK-12</td></tr> <tr><td>APRIL</td><td>1-4</td><td>No School, Spring Break</td><td>PreK-12</td></tr> <tr><td>18</td><td>No School, Teacher Professional Development</td><td></td><td>PreK-12</td></tr> <tr><td>MAY</td><td>26</td><td>No School, Memorial Day</td><td>PreK-12</td></tr> <tr><td>JUNE</td><td>10</td><td>Last Day of School</td><td>PreK-12</td></tr> <tr><td>11</td><td>Last Day for Teachers</td><td></td><td></td></tr> <tr><td>19</td><td>District Holiday, Juneteenth</td><td></td><td></td></tr> </tbody> </table>				Month	Day	Event	Grade	AUGUST	19-23	New Educator Week		26-30	Opening Week			SEPTEMBER	2	No School, Labor Day	1-12	3	First Day of School			3-4	No School, Parent-teacher conferences		PreK & K	5	First Day of School		PreK & K	OCTOBER	3	No School, Professional Development (Rosh Hashanah)	PreK-12	17-18	No School, State Teacher Meeting (MEA)		PreK-12	25	No School, Conference Preparation		PreK-5	NOVEMBER	8	End of Quarter 1		22	No School, Elementary Parent-teacher conferences		PreK-12	28-29	No School, Thanksgiving Break			DECEMBER	23-31	No School, Winter Break	PreK-12	JANUARY	1-3	No School, Winter Break	PreK-12	20	No School, Martin Luther King Jr. Day		PreK-12	24	End of Quarter 2			31	No School, Elementary Professional Development		PreK-12	FEBRUARY	17	No School, Presidents Day	PreK-12	MARCH	7	No School, Elementary Conference Preparation	PreK-12	28	No School, Parent-teacher conferences		PreK-5	31	No School, End of Quarter 3		PreK-12	APRIL	1-4	No School, Spring Break	PreK-12	18	No School, Teacher Professional Development		PreK-12	MAY	26	No School, Memorial Day	PreK-12	JUNE	10	Last Day of School	PreK-12	11	Last Day for Teachers			19	District Holiday, Juneteenth		
Month	Day	Event	Grade																																																																																																																
AUGUST	19-23	New Educator Week																																																																																																																	
26-30	Opening Week																																																																																																																		
SEPTEMBER	2	No School, Labor Day	1-12																																																																																																																
3	First Day of School																																																																																																																		
3-4	No School, Parent-teacher conferences		PreK & K																																																																																																																
5	First Day of School		PreK & K																																																																																																																
OCTOBER	3	No School, Professional Development (Rosh Hashanah)	PreK-12																																																																																																																
17-18	No School, State Teacher Meeting (MEA)		PreK-12																																																																																																																
25	No School, Conference Preparation		PreK-5																																																																																																																
NOVEMBER	8	End of Quarter 1																																																																																																																	
22	No School, Elementary Parent-teacher conferences		PreK-12																																																																																																																
28-29	No School, Thanksgiving Break																																																																																																																		
DECEMBER	23-31	No School, Winter Break	PreK-12																																																																																																																
JANUARY	1-3	No School, Winter Break	PreK-12																																																																																																																
20	No School, Martin Luther King Jr. Day		PreK-12																																																																																																																
24	End of Quarter 2																																																																																																																		
31	No School, Elementary Professional Development		PreK-12																																																																																																																
FEBRUARY	17	No School, Presidents Day	PreK-12																																																																																																																
MARCH	7	No School, Elementary Conference Preparation	PreK-12																																																																																																																
28	No School, Parent-teacher conferences		PreK-5																																																																																																																
31	No School, End of Quarter 3		PreK-12																																																																																																																
APRIL	1-4	No School, Spring Break	PreK-12																																																																																																																
18	No School, Teacher Professional Development		PreK-12																																																																																																																
MAY	26	No School, Memorial Day	PreK-12																																																																																																																
JUNE	10	Last Day of School	PreK-12																																																																																																																
11	Last Day for Teachers																																																																																																																		
19	District Holiday, Juneteenth																																																																																																																		

Start		End		# Instructional Days	
Q1	9/3	11/8	46 days		
Q2	11/11	1/24	41 days		149
Q3	1/27	3/28	42 days		
Q4	4/7	6/10	45 days		

174 Total Days

Modifying SY24-25 calendar

Current

November 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	<u>8</u>	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Proposed Change

November 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	<u>7</u>	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

150

Modifying SY24-25 calendar

Current

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	<u>24</u>	25
26	27	28	29	30	31	

Proposed Change

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	<u>24</u>	25
26	27	28	29	30	31	

151



2024-2025 Approved Calendar

Current

Start		End	# Instructional Days			
Q1	9/3	11/8	46 days			
Q2	11/11	1/24	41 days			
Q3	1/27	3/28	42 days			
Q4	4/7	6/10	45 days			

Proposed Change

Start		End	# Instructional Days			
Q1	9/3	11/7	45 days			152
Q2	11/11	1/24	42 days			
Q3	1/27	3/28	42 days			
Q4	4/7	6/10	45 days			

174 Total Days



Motion to change the 24-25 calendar

- Change the end of Q1 from November 8 to November 7
- Move the Conference / Staff Development Day from November 22 to November 8
- Move Grading Day from January 31 to January 27

153



Recommendation

Approve this motion to change the 24-25 calendar

Motion

154

Revise the 24-25 calendar to change the end of Q1 from November 8 to November 7, change the conference day / staff development day from November 22 to November 8, and change the secondary grading day / elementary staff development day from January 31 to January 27.



Developing Calendars for School Years 2025-26, 2026-27 & 2027-28

155



Minnesota State Statute

120A.41 LENGTH OF SCHOOL YEAR; HOURS OF INSTRUCTION

(a) A school board's annual school calendar must include at least 425 hours of instruction for a kindergarten student without a disability, **935 hours of instruction for a student in grades 1 through 6,** and **1,020 hours of instruction for a student in grades 7 through 12,** not including summer school.¹⁵⁶ The school calendar for **all-day kindergarten must include at least 850 hours** of instruction for the school year. The school calendar for a prekindergarten student under section [124D.151](#), if offered by the district, must include at least 350 hours of instruction for the school year. A school board's annual calendar must include at least 165 days of instruction for a student in grades 1 through 11 unless a four-day week schedule has been approved by the commissioner under section [124D.126](#).



Parameters for SPPS

- MDE required hours of instruction
- Starting after Labor Day
- 6-hour school day (30-minute lunch)
- Federal / SPPS holidays (e.g. challenge with lunar holidays)
- Contractual requirements (e.g. 187 teacher duty days)
- Parent / Teacher Conference Days
- Professional Development Days

157



Calendar Process

Summer 2024	August 2024	September 2024	October 2024	November 2024
SPPS staff create multiple calendar options that meet our local parameters	<p>Surveys and engagement plans / framework created</p> <p>Plans shared with SPFE</p>	<p>Survey all families and staff</p> <p>Parent Advisory Councils engaged</p> <p>Meet and confer with bargaining units</p>	<p>Survey results and feedback analyzed</p> <p>Senior leadership consulted</p> <p>BOE informed</p>	<p>Board of Education informed and votes on multi-year calendars</p> <p>158</p>



Questions

159



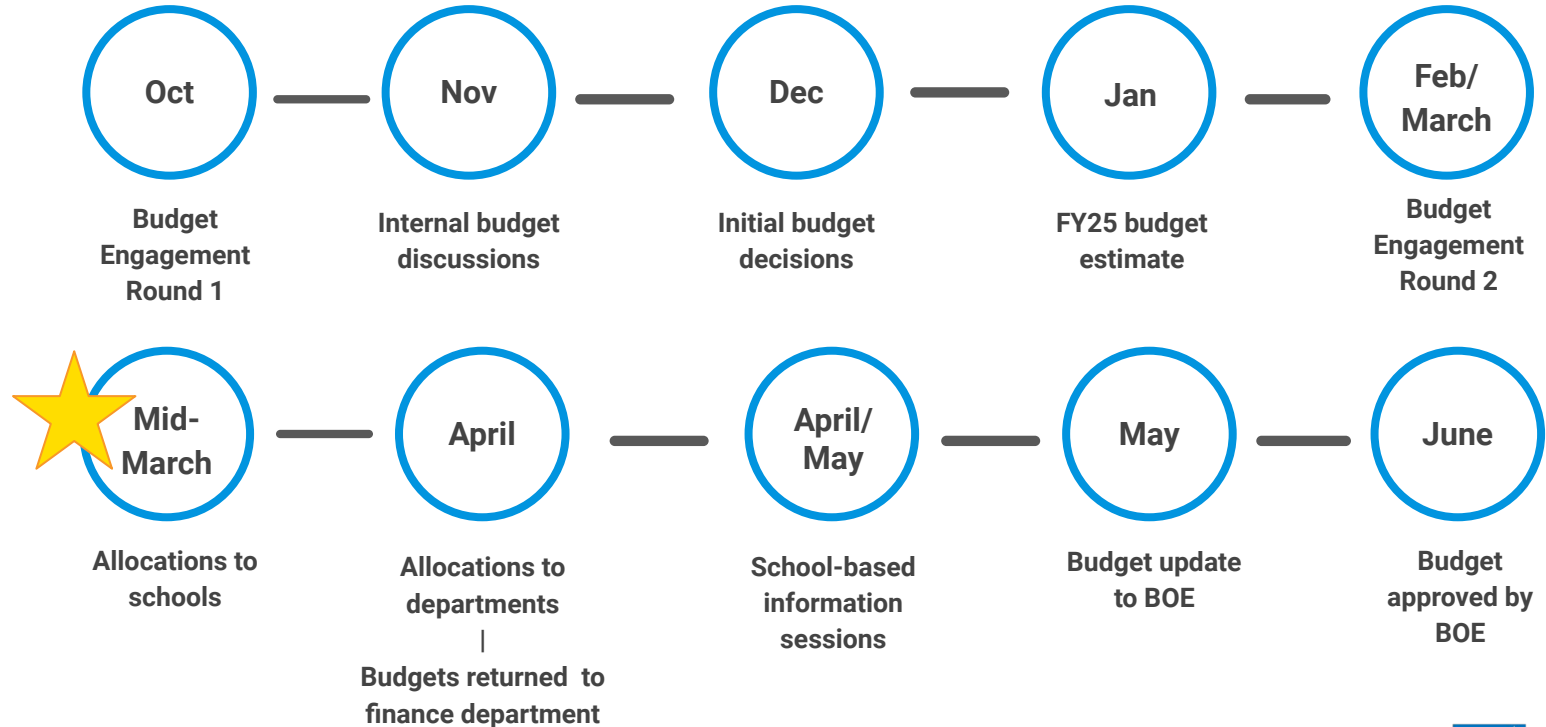


Saint Paul
PUBLIC SCHOOLS

FY25 Budget Update

Board of Education
March 19, 2024

FY25 Budget Updated Timeline

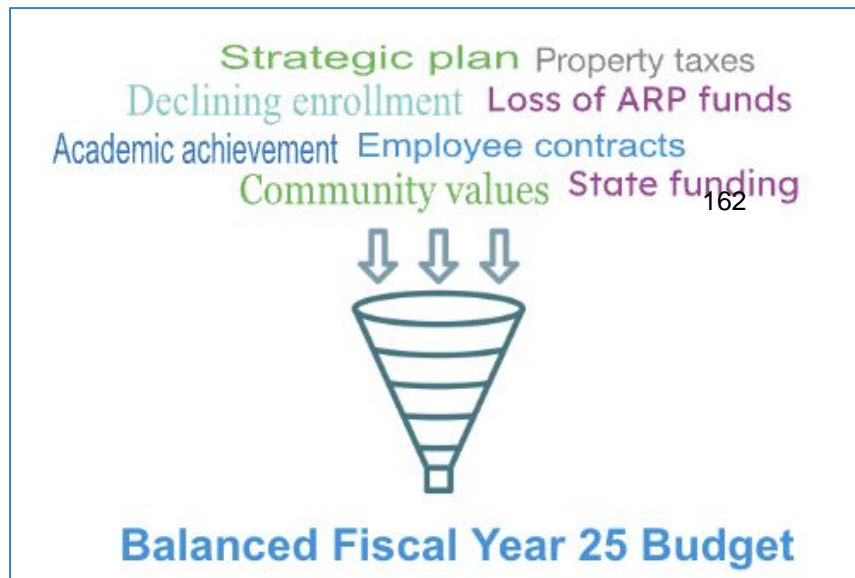


161

Our Goal for the FY25 Budget Process

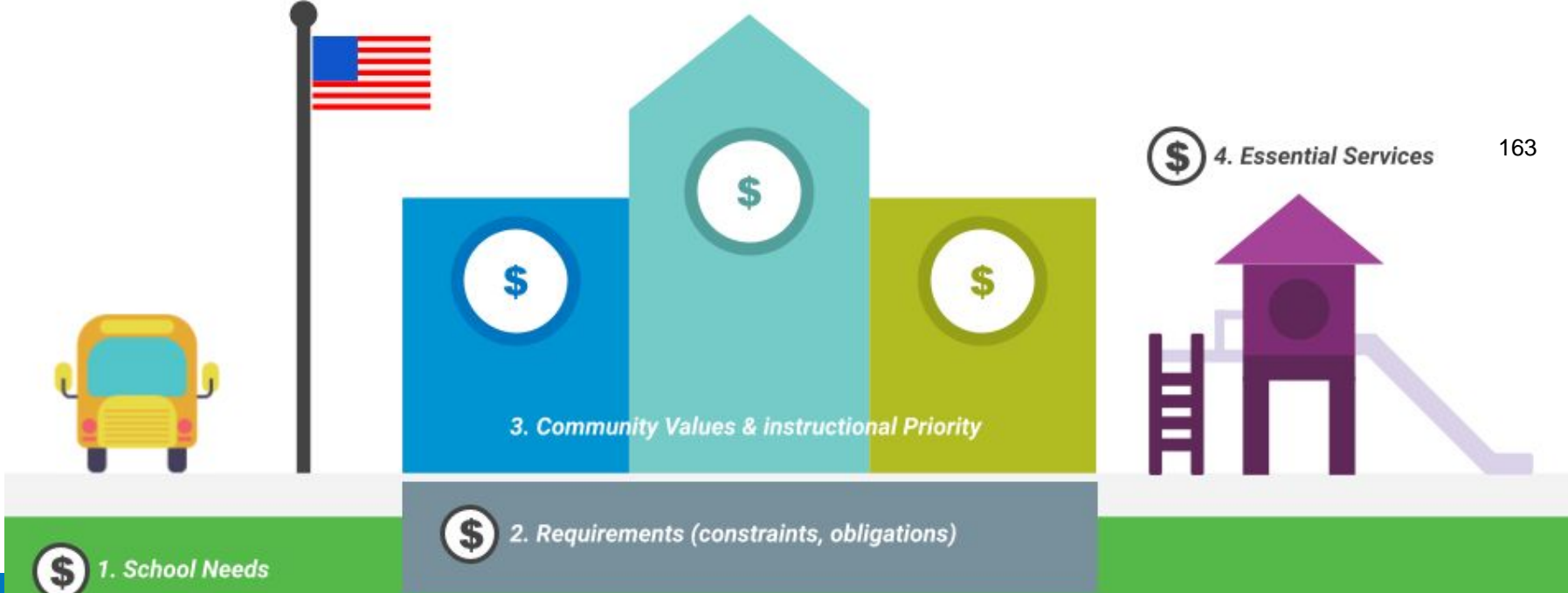
To build a balanced FY25 budget that:

- ✓ adheres to financial constraints
- ✓ demonstrates strong alignment to SPPS Achieves focus areas
- ✓ addresses students' learning needs, and
- ✓ reflects community values



General Fund Budget: Building Blocks

School Needs	+	Requirements	+	Community Values	+	Essential Services	=	FY25 Estimated Budget
--------------	---	--------------	---	------------------	---	--------------------	---	-----------------------



Budget Reduction Target Progress

FY25 Budget Reduction Target = **\$107.5** million dollars

To date, **\$71.3** million dollars in reductions have been identified

164

To date, **\$36.2** million dollars in reductions still need to be determined

Updated FY25 Reduction Target

Original Target as of September 2023	-\$150,300,000	FY25 Shortfall Running Total
FY24 New Revenue	\$4,221,419	-\$146,078,581
FY24 Unemployment Insurance Savings	\$5,072,308	-\$141,006,273
Reduce ARP One-Time Expenses in FY25	\$25,000,000	-\$116,006,273
Additional State Aid in FY25 (includes formula allowance offset by slight decrease in enrollment)	\$2,000,000	-\$114,006,273 165
Additional FY25 Compensatory Aid	\$6,552,794	-\$107,453,479
Additional Savings from ARP Fund 04 and 02	\$4,700,000	-\$102,753,479
ARP-Funded Commitments to Stop*	\$36,500,000	-\$66,253,479
Supplemental Pay Savings	\$12,000,000	-\$54,253,479
Non-ARP Funded Commitments to Stop*	\$3,000,000	-\$51,253,479
Department Reductions from ARP*	\$6,000,000	-\$45,253,479
Further Reductions from Sustained Commitments	\$3,600,000	-\$41,653,479
School Allocation Savings	\$5,500,000	-\$36,153,479

*More information on following slides

ARP-Funded Commitments to Stop

Commitment	Description	Cost Savings
Elementary Job-Embedded Professional Development (JEPD)	Professional learning for elementary teachers during the school day on district math and literacy goals. Specialists teach classes during JEPD time.	\$10.9 million
Additional Custodial Staff and Journeyworkers	Additional custodial and trades staff to provide enhanced cleaning and maintenance services	\$6.9 million
Community Partnerships	Partnerships with 39 community organizations to provide services and enrichment opportunities for students	\$5.6 million
Flipside Middle School Afterschool Program (Partial)	Enrichment classes in art, science, technology, health, fitness and culture after school in SPPS middle schools.	\$3 million 166
Additional Library Staff	Additional staff to support elementary school libraries that were otherwise unstaffed or understaffed.	\$1.8 million
Community Education Free Programs	No-cost enrichment programming for youth during out of school time.	\$1.8 million
9-12 Credit Recovery during the School Day	Support during the school day for high school students enrolled in credit recovery.	\$1.4 million
Technology Infrastructure	Additional staffing, contracts and other resources to support technology needs districtwide.	\$1.2 million
Additional Nutrition Services Staff	Funding for quality control specialists and frontline staff to meet pandemic food service regulations.	\$1.0 million
Other ARP Strategies and Department Reductions	Foodservice and facilities supplies, Math WINN, EDL+, central office supports for multiple ARP strategies	\$8.9 million

Non-ARP Funded Commitments to Stop

Commitment	Description	Cost Savings
Extra Learning Leads	Reduction of school-based support for implementation of SPPS Achieves initiatives and school continuous improvement plans.	\$1.3 million
Shifting Tech TOSA Roles	New model for supporting technology integration into classroom instruction.	\$800,000
Digital Learning Tools Reduction	Reduce digital subscriptions and online learning tools accessible to students on their iPads.	\$360,000 ¹⁶⁷
Additional External Contracts	Contracts for additional support services for schools and departments	\$500,000

School Allocations

168

SAINT PAUL
PUBLIC SCHOOLS



SCHOOL ALLOCATION GUIDELINES

FISCAL YEAR
2025

169

School Allocation Guidelines

- The **School Allocation Guidelines** provide information and guidance about how school budgets are allocated.
- The Division of Schools and Learning uses specific **formulas and guidelines to allocate** staffing and funding to schools.¹⁷⁰
- The Division of Schools and Learning works closely with all other divisions to ensure the school allocations are **accurate and equitable**.

School Allocation Guidelines

- **Budget Basics**

- Baseline Allocations
 - Teacher to Student Ratios
 - Staff to Student Ratios

Classroom Teachers	Teacher:Student Ratio Allocation	
	High Poverty School	Low Poverty School
Pre-Kindergarten Teacher	1:20	1:20
Kindergarten Teacher	1:24	1:26
Grades 1-3 Teacher	1:25	1:27
Grades 4-5 Teacher	1:28	1:29

171

- **Allocation Guidelines**

- Detailed information (e.g. guardrails) identifying specific district requirements. These guidelines ensure the district meets federal, state and contractual requirements. Only items identified as “flexible” can be reallocated.

Sharing Information with the Community¹⁷²

Sharing Information with Our Parent Advisory Councils

SPECIAL EDUCATION ADVISORY COUNCIL	MARCH 4
LATINO CONSENT DECREE (LCD) PARENT ADVISORY COUNCIL	MARCH 19
AMERICAN INDIAN PARENT ADVISORY COUNCIL	MARCH 20
PARENTS OF AFRICAN AMERICAN STUDENTS ADVISORY COUNCIL (PAASAC)	MARCH 21
KAREN PARENT ADVISORY COUNCIL	MARCH 25
HMONG PARENT ADVISORY COUNCIL	MARCH 27
SOMALI PARENT ADVISORY COUNCIL	APRIL 17

Sharing Information with Our School Communities

- During the months of April and May, school leaders will host school-based meetings with their school communities to share information about how resources were allocated for the upcoming school year.
- Continue to share monthly updates via email and on our website at spps.org/FY25budget
 - Feedback Form, FAQs, past updates all available on website

174



Next Steps

- School Allocations: March 22
- Department Allocations: Mid-April
- School Information Sessions for Families: Mid-April/Early May
- Meetings with ARP Community Partners: March/April
- Next Board Budget Update: April

Questions?

176

BIGG

177

Board-Initiated Goals Governance

Background

Three Board Members (Vue, Kopp, Ward) participated in Student Outcomes Focused Governance (SOFG) training through the Council of the Great City Schools in 2022. Two Board Members completed the training.

Former Chair Jim Vue and Former Vice-Chair Jessica Kopp took the lead on bringing SOFG to the Saint Paul Board of Education for consideration and working through how we might implement that governance framework. 178

We considered adopting the SOFG framework in 2023. At a Committee of the Board Meeting, we sifted through SOFG and amended it to fit our understanding of the role of the School Board. The CGCS decided not to move forward with our amended version of SOFG.

Background

Vice-Chair Uriah Ward worked on a new governance model informed by criticisms of SOFG, conversations with Board Members about their vision for governance, and the available research on school board effectiveness. Research for this new governance model was done through a Doctor of Public Administration program.

179

At the 2024 Board Retreat, this model was presented to the full board, who unanimously agreed to move forward. We spent the last two hours of our retreat collaborating on a plan to implement this framework. We appointed a workgroup to guide this process: Chair Halla Henderson, Vice-Chair Uriah Ward, Director Jim Vue.

Background

Directors Vue and Kopp had already worked through a plan to implement SOFG. We were able to use this work to create a thorough high-level plan to conduct the community engagement necessary to build these goals and ensure that they are representative of the needs of SPPS. Director Vue also gave this new framework a name: Board-Initiated Goals Governance (BIGG).¹⁸⁰

At a work session following our most recent COB meeting, we created two sub-workgroups to flesh out the details necessary to move forward. Carrillo, Allen, and Vue serve on the Data and Surveys Sub-Workgroup and will analyze the data we already have available and develop survey questions. Franco, Henderson, and Valliant serve on the Outreach and Engagement Sub-Workgroup and will develop our process for reaching out to community as we develop our goals.

Board-Initiated Goals Governance

BIGG is not SOFG. However, it does have a key similarity. Our highest priority is creating and monitoring goals focused on students. BIGG works toward this while allowing our Board to address broader community concerns and be a more significant part of decision-making processes.

181

Based on available data, community feedback, and board discussions, we plan to create four types of goals that will guide our work: Student Outcomes Goals, Programmatic Goals, District Relations Goals, and Internal Goals.

Student Outcomes Goals

We will pick 1-5 goals focused specifically on student outcomes. These should be SMART Goals (specific, measurable, achievable, relevant, time-bound) with 3-5 year timelines. We will monitor the efforts surrounding these goals and the progress made on these goals at regular BOE meetings.

182

Example:

Proficiency in (subject area) will increase from X% to Y% among (population) as measured by (metric) by (date).

Programmatic Goals

We will pick 1-5 goals focused on the means by which we serve our students. These will have their own time frames depending upon what makes sense for any given goal, will be monitored at regular BOE meetings, and will be part of district budget presentations to the Board if funds are affected.

183

Example:

The Superintendent will implement (method) as they work to improve (metric).

District Relations Goals

We will pick 1-5 goals focused on the Board's relationship with district administration. These goals will be monitored by the Executive Committee and reported out to the rest of the Board. We will create a new set of goals (or continue previous goals) at the following year's Board retreat.

184

Example:

When (situation) occurs, the Superintendent will (action) with the Board of Education.

Internal Goals

We will pick 1-5 goals focused on our own practices as a Board. These goals will be monitored by the Executive Committee and reported out to the Board. We will create a new set of goals (or continue previous goals) at the following year's Board retreat.

185

Example:

Board Members will (action) when (situation) within (timeframe).

Timeline

We are still working on the details of our timeline; but we will be moving quickly. We will be discussing this timeline and making decisions regarding this timeline at our April 3rd Committee of the Board meeting.

Once we have developed our goals, we will give the SPPS community opportunities to critique it and suggest changes. We hope to have these goals finalized by the end of 2024.

Works Referenced

- Alsbury, T. L., & Gore, P. (2015). *Improving School Board Effectiveness: A balanced governance approach*. Harvard Education Press.
- Bingamon, B. (2023, November 24). Meet “lone star governance,” The model austin isd must now operate under. The Austin Chronicle. <https://www.austinchronicle.com/news/2023-11-24/meet-lone-star-governance-the-model-austin-isd-must-now-operate-under/>
- Boyd, W. (2006) Great Expectations: The impact of the National board for professional teaching standards. Education Next, Volume 6. 187
- Bryan, M. (2023, March 27). Exclusive: Interview with TPS district 1 board member Stacey Woolley. Public Radio Tulsa. <https://www.publicradiotulsa.org/local-regional/2023-03-27/exclusive-interview-with-tps-district-1-board-member-stacey-woolley>
- Campbell, D. W., & Fullan, M. (2019). *The Governance Core: School Boards, superintendents, and Schools Working together*. Corwin.
- Crabill, A. J. (2023). *Great on their behalf why school boards fail, how yours can become effective*. Lioncrest Publishing.
- Danzberger, J.P. (1992). Background paper on school boards: A troubled American institution. In the twentieth century fund, facing the challenge: The report of the twentieth century fund task force on school

Works Referenced (Continued)

Hutsell, J.D. (2009). School Board Members' Perception on Their Roles and Responsibilities in Developing Policy That Affects Student Achievement. Dissertations. 595.

Kirst, M. (1991). School Board: Evolution of an American Institution. *The American School Board Journal*, 178(11), A11-A14.

Land, D. (2002). Local School Boards under Review: Their Role and Effectiveness in Relation to Students' Academic Achievement. *Review of Educational Research*, 72(2), 229–278. <http://www.jstor.org/stable/3516033>

188

Loring, A. (2005). The Real Business of Boards. *American School Board Journal*, 192(9), 56-57.

Marzano, R. (2003). *Classroom Management that Works [Research-Based Strategies for Every Teacher]*. Alexandria, VA: ASCD.

Marzano, R. J., Waters, T., & McNulty, B. A. (2005). *School Leadership that Works: From research to results*. Alexandria, VA: Association for Supervision and Curriculum.

McAdams, D. R. (2006). *What school boards can do reform governance for Urban Schools*. Teachers College Press.

Miller, M. (2008, January 1). *First, kill all the school boards*. *The Atlantic*. <https://www.theatlantic.com/magazine/archive/2008/01/first-kill-all-the-school-boards/306579/>

Works Referenced (Continued)

Morrison, S. (2023, July 13). "as much community feedback as possible" | CMS wants to hear from ... WCNC.
<https://www.wcnc.com/article/news/education/cms-shape-priorities-future/275-20f8cd8a-5d6a-4611-817c-fe89c6a2d9b6>

Parrish, M. (2023, November 9). Arizona State Board of Education Releases School Letter Grades for 2022-23. how to check your school. The Arizona Republic. <https://www.azcentral.com/story/news/local/arizona-education/2023/10/31/arizona-school-letter-grades-released-for-the-2022-23-school-year/71382728007/>

Ravitch, D. (2010). Why Public Schools Need Democratic Governance. *The Phi Delta Kappan*, 91(6), 24–27. <http://www.jstor.org/stable/27755663>

Sell, S. (2005). Running an Effective School District: School Boards in the 21st Century. *The Journal of Education*, 186(3), 71–97.
<http://www.jstor.org/stable/42742618>

189

Starr, J. P. (2018). Let's be honest about local school governance. *The Phi Delta Kappan*, 99(5), 72–73. <http://www.jstor.org/stable/44653406>

Usdan, M. D. (2010). School Boards: A Neglected Institution in an Era of School Reform. *The Phi Delta Kappan*, 91(6), 8–10.
<http://www.jstor.org/stable/27755659>

Walser, N. (2009). *The Essential School Board Book: Better governance in the age of accountability*. Harvard Education Press.

Whiting, S. (2022, July 18). S.F. School District pledges to have academic performance goals ... San Francisco Chronicle.
<https://www.sfchronicle.com/sf/article/S-F-school-district-pledges-to-have-academic-17312844.php>

Questions?



Saint Paul
PUBLIC SCHOOLS

Onward SPPS: Crossroads Calendar Board of Education

Jackie Turner, Executive Chief Administration and Operations

March 19, 2024

191

Flexible School Year State Statute Goals

3500.1000 Experimental And Flexible School Year Programs:

- A. Improve instructional quality**
- B. Increase cost-effectiveness**
- C. Make better use of community resources or available technology**

192

Does not apply to Crossroads:

- A. Establish an alternative eligibility criteria intended to identify pupils in need of special education services

Transition Crossroads to Traditional Calendar

- **Pause recommendation at this time**

193

Next steps

- School community engagement plan
 - Co-create with families and staff
- Develop new extended timeline
 - Allows for additional input from families and staff to review and understand the data

194

QUESTIONS?

Board of Education Meeting



2nd Reading for Updates to:

- **Policy 516.00 Students:
Medications/Medical Procedures**
- **Policy 533.00 Wellness**

196

March 19, 2024

Becky Schmidt, Interim Director, Office of Health and Wellness

Policy 516.00 Students: Medications/Medical Procedures

Why are we proposing to amend this policy?

- Policy was last updated five years ago (2019)
- We are always striving to remove health barriers to learning, remove barriers for families, and have safe and efficient processes in place when it comes to administering medications and medical procedures.
- When updating our processes there was a need to review and update the policy.

197

Contributors

Thank you to the Licensed School Nurses that assisted:

- Lori Benolken
- Kelly Kantack
- Feven Kiflai
- Kay Lee

198

Policy 516.00 Students: Medications/Medical Procedures

- See all proposed changes to Policy 516.00 [HERE](#)

199

Policy 516.00 Students: Medications/Medical Procedures

What language are we proposing to **remove** in the policy?

- Language that is striked through is either being updated with more explicit language or moved to a different location within the document.
- The overall concept of such striked out language is not changing; we are just proposing to reword it and tighten up some of the language and processes.

200

Policy 516.00 Students: Medications/Medical Procedures

What **new** language are we proposing to **add** in the policy?

Item	Rationale
2.a. Training and designation will be completed by the school nurse to Saint Paul Public School staff only.	Want to be explicit that only SPPS staff can be trained/designated. No parents/volunteers on field trips or after-school activities will have the responsibility of administering medication.
4.a. All medications and supplies will be secured in the school health office unless the school nurse determines alternate appropriate arrangements.	Previous language never explicitly state where medication should be kept and secured
6. The nurse or designee will administer medication or medical procedures according to the prescribed orders, or according to the dosing label if no health care provider orders are required. a. Authorizations from a prescribing health care provider and parent or guardian are valid for one year from signature date. New authorizations are required when changes to a medication or a medical procedure occurs.	“Valid from one year from signature date” was not a detail in previous language. Previous language just said “annually.” New language indicates to follow dosing instructions and to obtain new orders when medication changes occur.

201

Policy 516.00 Students: Medications/Medical Procedures

New language cont.

Item	Rationale
6.b. To ensure safe and appropriate delivery of a medication or medical procedure, the nurse may request to receive further information from the parent, guardian, or health care provider, if needed, prior to administration.	This ensures safe delivery of medications.
6.c. Medications or medical procedures used at school in connection with services for which a minor may give effective consent are not governed by this policy.	Minors have the right to consent to various procedures without parental/guardian involvement. 202
7.b.No health care provider signature is required. This does not apply to controlled substances.	This only pertains to a prescription intended for a total period of less than two weeks. A written authorization signed by the parent/guardian is required.
7.c. A request from a parent or guardian for medication or medical procedure administration must be reduced to writing within two (2) days, provided the district may rely on an unsigned request until a written request is received. This does not apply to controlled substances.	Defines a deadline by which we must have a parent/guardian signature.

Policy 516.00 Students: Medications/Medical Procedures

New language cont.

Item	Rationale
<p>7.d. “Controlled substances,” as applied to the chemical abuse assessment of students, means a drug, substance, or immediate precursor in Schedules I through V of Minnesota Statutes section 152.02 and “marijuana” as defined in Minnesota Statutes section 152.01, subdivision 9 but not distilled spirits, wine, malt beverages, intoxicating liquors or tobacco. As otherwise defined in this policy, “controlled substances” include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code section 812, including analogues and look-alike drugs.</p>	<p>Inclusion of this definition is needed since the policy addresses “controlled substances”</p> <p>203</p>
<p>7.d.ii. Medical cannabis may not be administered or used in the school setting.</p>	<p>Covered under Statute as well, but this is a very common question</p>
<p>7.e.ii Students may not self-carry or self-administer controlled substances. iii. Students may not self-carry or self-administer any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients.</p>	<p>Strict counts are kept with controlled substances and they must be locked up. Serious safety risks are associated with controlled substances and medication with ephedrine/pseudophedrine</p>

Policy 516.00 Students: Medications/Medical Procedures

New language cont.

Item	Rationale
8. For nonprescription medication needed at school: a. A written authorization signed by the parent or guardian is required. No health care provider order is required. b. A request from a parent or guardian for medication or medical procedure administration must be reduced to writing within 2 days, provided the district may rely on an unsigned request until a written request is received. c. Medication must be administered according to the dosing on the manufacturer's label. If different dosing is needed, a prescription from a health care provider will be required. d. Schools and school staff may not distribute stock over-the-counter medications to students.	<p>Removing the requirement for a healthcare provider order for over-the-counter (OTC) medications removes barriers for families</p> <p>Defines that we must follow OTC labeling 204</p> <p>Provides rules around schools not carrying or administering stock OTC medications</p>

Policy 516.00 Students: Medications/Medical Procedures

New language cont.

Item	Rationale
8.e.ii Only students in grades 6-12 may possess and use nonprescription pain.....	Previously said “secondary students.” MDE defines secondary as grades 7-12 but we want to expand this privilege to grade 6 to be inclusive of our middle school model
11. Medications are not governed by this policy if they: a. Are used off school grounds unless the student is attending a school-sponsored field trip, b. Are used in connection with athletics or extracurricular activities, or c. Are used in connection with activities before or after the school day.	Defines scope of this policy

205

Policy 516.00 Students: Medications/Medical Procedures

New language cont.

Item	Rationale
15. A student may possess and apply a topical sunscreen product during the school day while on school property or at a school-sponsored event. Written authorization is not required. School personnel may, but are not required to, assist in applying sunscreen only to the student that provided it. Staff must assist in applying sunscreen if ordered by a prescribing medical provider.	Addresses common questions around sunscreen application, previously missing from policy 206
16. Procedures are in place for the collection and transport of any unclaimed or abandoned prescription drugs or medications remaining in the possession of school personnel.	Previously missing from policy

Policy 516.00 Students: Medications/Medical Procedures

- Questions?
- 3rd Reading and Vote - May 21

207

Policy 533.00 Wellness

Background from [MDE](#):

The Child Nutrition and Women, Infants and Children (WIC) Reauthorization Act of 2004 requires all educational entities participating in the National School Lunch Program to establish local school wellness policies. In 2010, the Healthy, Hunger-Free Kids Act (the Act) regulations added Section 9A to expand upon the previous local wellness policy requirement from the Reauthorization.

208

The Act strengthens wellness policies by emphasizing ongoing implementation and assessment. This provision also supports a robust process at the community level, including the expansion of the team of collaborators participating in the wellness policy development. This approach is intended to foster broad-based support for effective wellness policies.

Policy 533.00 Wellness

Why are we proposing to amend this policy?

- Policy was last updated seven years ago (2017)
- Proposed changes to the policy are mostly driven by the changes made to the USDA National School Lunch Nutrition Programs
- Remove language around unsupported positions, procedural guidelines, recommended vs. required components, or content covered in MN Statute

209

Contributors

Thank you to the following people for their assistance:

- Regina Carlson, Benefits Manager, Human Resources
- Jacy Dillahunty, Health Teacher
- Carol Grady, LSN, Health and Wellness
- Kathy Kimani, Director, Office of School Support
- Stacy Koppen, Director, Nutrition Services
- Mary Langworthy, Former Director, Health and Wellness
- Chelsea Moody, Environmental Specialist, ESG
- Heather Peterson, Director, Allina Health
- Terri Steen, PE/Health Coordinator, OTL (previous role)
- Sarah Stewart, Safe Routes to School Coordinator
- Jennifer Vigil, Mgmt Asst, Office of School Support
- Amy Wardell, PE/Health Coordinator, OTL
- Cole Welhaven, SPPS Nutrition Services Coordinator
- Jill Westlund, SPPS Nutrition Coordinator

210

Policy 533.00 Wellness

- See all proposed changes to Policy 533.00 [HERE](#)

211

Policy 533.00 Wellness

What language are we proposing to **remove** in the policy?

Language to be removed:	Rationale
I. B. Language referencing ‘Site Wellness Teams’	Schools no longer have these teams due to staffing and capacity issues. We do have a wellness team at the district level, per MDE guidance
II. A. Staff will use non-food items as rewards for academic performance or good behavior for individuals or classrooms.	This will be replaced with “ Staff will not use food as a reward or punishment for academic performance or good behavior for individuals or classrooms ” ²¹²
II. C. Celebrations: Classroom teachers will allow no more than one celebration per month that involves food or beverages.	Reduces food as main focus of celebrations
II. G. Schools will offer safe and developmentally appropriate fitness equipment and activity areas for students.	Doesn’t need to be in policy as it is covered under Special Education or Physical Education practices

Policy 533.00 Wellness

Cont. - language are we proposing to **remove** in the policy

Language to be removed:	Rationale
II. F. For the safety and health of students with disabilities and health conditions, including food allergies, the District will make reasonable accommodations in the school environment, according to a student's individual plan.	Individual student needs will be addressed through Individual Health Plans, Emergency Care Plans, IEPs, and/or Section 504 Plans
III. A. For the purposes of this section, the school day is defined as the period from a half hour before school starts until after the school bell rings at the end of the school day.	Not needed in policy 213
III. B. The district will inform families of the free/reduced price lunch program, and provide all families with applications for the program.	Propose leaving this language in because we still complete this task
III. B.1. To protect the privacy of all students, including those who are eligible for free or reduced priced meals, all cafeteria registers will be cashless. Instead, students will use a personal identification number (PIN) when purchasing food.	This is procedural, not policy.

Policy 533.00 Wellness

Cont. - language are we proposing to **remove** in the policy

Language to be removed:	Rationale
III. B. 5. School schedules should allow for adequate seat time for lunch periods. Schools are also encouraged to schedule recess prior to lunch. 6. Students will be provided a clean and supervised environment to eat during meal periods.	This is procedural, not policy
IV. A. Students will have access to physical education class and/or fitness-oriented activities regardless of behavioral or academic status. C. The District will hire physical education teachers only if they are certified and licensed instructors. D. Waivers, exemptions, or substitutions for physical education classes are not allowed at the high school level, and strongly discouraged at the middle school level. E. Schools' wellness plans must include a physical activity component. F. The District will include in its portfolio of professional development opportunities, courses focused on integrating physical activity in the classroom.	Language referencing physical education does not need to be in this policy, 214 because that subject is dictated by MN academic standards, legal statutes and HR hiring requirements Waivers are discouraged but covered under a student's IEP or Section 504 Plan, if necessary
IV. I. The indoor and outdoor physical activity facilities and spaces will be open to the community outside of school hours. District permitting requirements must be followed.	Not a requirement. This is procedural, not policy

Policy 533.00 Wellness

Cont. - language are we proposing to **remove** in the policy

Language to be removed:	Rationale
<p>VII. A. The District will partner with parents/guardians and community members to support parents/guardians' efforts to provide a healthy diet and daily physical activity for their children.</p> <p>B. The District encourages parents/guardians who pack lunches and snacks to refrain from including foods and beverages without nutritional value.</p> <p>C. School staff will communicate with parents/guardians to convey to students the potential health risks of sharing food or beverages, including to individuals with life-threatening allergies.</p> <p>E. The District recognizes that some students have chronic health conditions that are impacted by food and physical activity, particularly life threatening food allergies, asthma and diabetes. The District works with students, their families and health care providers to put plans in place to safely manage their condition.</p>	<p>Procedural, not policy</p> <p>Individual student needs will be addressed through Individual Health Plans, Emergency Care Plans, IEPs, and/or Section 504 Plans</p> <p>215</p>

Policy 533.00 Wellness

Cont. - language are we proposing to **remove** in the policy

Language to be removed:	Rationale
<p>VIII. EMPLOYEE WELLNESS</p> <p><i>Principle: Provide an employee wellness program that supports healthy eating and physical activity of all employees.</i></p> <p>The District will offer or partner to offer staff wellness programs, which may include workshops and presentations on health promotion, education and resources that will enhance morale, encourage healthy lifestyles, prevent injury, reduce chronic diseases, and foster exceptional role modeling. In particular, the District will partner to provide incentives for sites that implement healthier practices, including adopting standards for foods and beverages sold to employees.</p>	<p>SPPS no longer has this as a staffed position. Not a requirement for a District Wellness Policy</p> <p>216</p>

Policy 533.00 Wellness

What **new** language are we proposing to **add** in the policy?

Item	Rationale
I.B. The District Wellness Team will provide data/information regarding implementation of the policy annually to the Superintendent (or designee) and/or the Board of Education. This information, and any updates to the policy will be made available to the public.	Public access is a requirement
II. A. Staff will use non-food items as rewards for academic performance or good behavior for individuals or classrooms. Staff will not use food as a reward or punishment for academic performance or good behavior for individuals or classrooms.	Slight revision to language
II. D. Students at the elementary level will participate in frequent, active recess. Recess and/or movement breaks are is also encouraged at the middle school level.	Goals for physical activity are encouraged in MDE Wellness Policy guidelines

217

Policy 533.00 Wellness

Cont. - **new** language are we proposing to **add**

Item	Rationale
<p>III. B. Meals Provided During the School Day</p> <p>1. The Minnesota Free School Meals bill introduced reimbursement for a free breakfast and lunch to students who receive meals through their school's participation in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). Schools that participate in NSLP must now participate in the state funded Free School Meals Program.</p> <p>2. All students must be correctly listed on meal eligibility rosters according to their actual federal school meal eligibility status: free, reduced price, or paid. In addition, meals served to students must be claimed in the student's correct federal eligibility category to receive correct federal and state reimbursements.</p> <p>3. Foods and beverages sold at school during the school day will meet the standards defined by the District Wellness Team, which will meet or exceed the USDA standards. The district will share the nutritional contents of meals with students and families. All school meals served will meet or exceed current nutrition requirements established under the Healthy Hunger-free Kids Act of 2010.</p> <p>4. Information about students certified eligible for free and reduced-price school meals is covered by confidentiality restrictions administered by the U.S. Department of Agriculture. The District will make reasonable accommodations for the special dietary needs of students in the school meal programs.</p>	<p>Added language from National School Lunch Program (NSLP) and MN Free School Meals bill.</p> <p>218</p> <p>Healthy Hunger-free Kids Act of 2010 is guiding standard</p>

Policy 533.00 Wellness

Cont. - new language are we proposing to add

Item	Rationale
<p>III. C. Other Food Offered During the School Day</p> <p>1. Schools will assess if and when to allow snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations. Non-USDA snacks served during the school day or in after school care or enrichment programs will make a positive contribution to children's diets and health. The district encourages foods offered on the school campus meet or exceed the USDA Smart Snacks in School standards including those provided at celebrations and parties and classroom snacks brought by staff or family members. Non-food celebrations will be promoted and a list of ideas is available, except when culturally relevant food is an essential consideration for a cultural celebration.</p>	<p>Defines what foods can be offered outside of meals (breakfast and lunch)</p> <p>MDE recommends Wellness Policy contains nutrition guidelines for all foods and beverages for sale on the school campus during the school day that are consistent with Federal regulations for Smart Snacks in School nutrition standards. 219</p> <p>MDE recommends Wellness Policy contains guidelines for other foods and beverages available (not sold) on the school campus during the school day (e.g. in classroom parties, classroom snacks brought by parents, or other foods given as incentives)</p>
<p>III. C.2. All foods or beverages sold to students during the school day, including in vending machines and fundraisers, must meet USDA Smart Snacks in School regulations.</p>	
<p>IV. A. The District will provide physical education classes that strive to meet the national standards of the Society of Health and Physical Educators (SHAPE) and District priority benchmarks, and ensure students are physically active for at least 50% of every physical education class period.</p>	<p>Defines Physical Education practices</p>

Policy 533.00 Wellness

Cont. - new language are we proposing to add

Item	Rationale
IV. H. Schools are encouraged to promote and support active transport to schools including participating in Safe Routes to Schools programming and activities. Schools are to provide active transportation safety education as required by state law.	SRTS is legislatively required
V. A. Students will have access to health education that should include grade level appropriate nutrition education, and health literacy, and the skills necessary to promote and protect their health.	Slight revision to promote student self-advocacy
V. C. Schools should engage students in a variety of health promotion activities (that include skill building, which may include menu planning, food preparation, and label reading that are enjoyable, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips. Teachers shall integrate nutrition education into other classroom subjects, such as math, science, language arts, social studies, and elective subjects.	More comprehensive, inclusive language
IX. B. Nutrition Services staff will be offered annual training in accordance with USDA Professional Standards.	Self explanatory

220

Policy 533.00 Wellness

Cont. - **new** language are we proposing to **add**

Item	Rationale
<p>X. POLICY MONITORING AND RECORDKEEPING</p> <p>A. Triennial Assessment</p> <ol style="list-style-type: none">1. The District Wellness Team will evaluate compliance with the wellness policy, no less than once every three years. It will assess implementation of the policy and progress made in attainment of its goals, in comparison to a model policy. This process is also open to interested stakeholders.2. The most recent triennial assessment will be kept on file. <p>B. Recordkeeping</p> <p>The district will retain records to document compliance with the requirements of the wellness policy. Records to be retained include, but are not limited to the district's written wellness policy, and documentation of the triennial assessment process.</p>	<p>Defines assessment and recordkeeping requirements, per MDE guidelines</p> <p>221</p>

Policy 533.00 Wellness

Monitoring:

- [MDE](#) has their Wellness recommendations outlined
 - [School Wellness Works! Toolkit](#)
 - [Triennial Assessment Report Template](#)
 - [Action Plan Template - School Wellness Policies](#)
 - [Local Wellness Policy Checklist: Minnesota](#)
 - [Local Wellness Policies: USDA](#)
- SPPS's last assessment was in 2022. Report is [HERE](#) and is publicly facing on our [Wellness Policy webpage](#).

222

Policy 533.00 Wellness

Resources:

- [Health and Wellness Webpage](#)
 - [Rethinking Classroom Celebrations](#)
 - [Safe Routes to School](#)

223

Policy 533.00 Wellness

- Questions?
- 3rd Reading and Vote - May 21

224

Thank you!

DRAFT of Amended Policy 516.00

Please note, when reviewing this document:

- **BLUE** means added/new language
- **GREEN** means language that already existed in the current policy but is now in a different location within the document. If language is green and striked out, it means it is showing up somewhere else in the document.
- **Black striked out language** means we are proposing to remove it completely from the policy.

Adopted: 8/10/1976

Saint Paul Public Schools

Policy 516.00

Revised: 2/1/1994; 6/17/2008, 4/23/2019, X/XX/2024

516.00 STUDENTS: MEDICATIONS/ MEDICAL PROCEDURES

~~I.~~ **PURPOSE**

In order to remove health related barriers to learning, students may require medication and medical procedures that allow students access to education. Individual plans, including individual health plans, emergency care plans, Section 504 plans, and individualized education plans (IEPs) guide the care of students with health conditions and disabilities.

The following provisions shall be followed when administering medications or medical procedures to students at school.

1. The parent or guardian will notify the school nurse or designee when medication or a medical procedure are required during the school day.
2. Medications and medical procedures that must be administered during the school day shall be administered by the school nurse or by a designee of the school administrator whom the school nurse has trained and delegated the function of medication administration or provision of medical procedures.
 - a. Training and designation will be completed by the school nurse to Saint Paul Public School staff only.
3. Medications and medical procedures that can be administered to the student appropriately before or after school will be the responsibility of the parent(s) or guardian.
4. The parent or guardian will supply the medications to school in the original, labeled container and any necessary supplies for medical procedures. ~~The nurse or designee will administer the medication according to the label.~~
 - a. All medications and supplies will be secured in the school

health office unless the school nurse determines alternate appropriate arrangements.

- ~~5. The parent or guardian will notify the school nurse or designee when medication must be administered during the school day.~~
 - ~~a. For medication needed at school for a period of two weeks or longer, a written order signed by a prescribing health professional and the custodial parent or guardian is required. Such orders shall be renewed annually and whenever medication, dosage, or administration changes.~~
 - ~~b. For medication needed at school for a period of less than two weeks, a written request for administration signed by the custodial parent or guardian is required.~~
6. The nurse or designee will administer medication or medical procedures according to the prescribed orders, or according to the dosing label if no health care provider orders are required.
 - a. Authorizations from a prescribing health care provider and parent or guardian are valid for one year from signature date. New authorizations are required when changes to a medication or a medical procedure occurs.
 - b. To ensure safe and appropriate delivery of a medication or medical procedure, the nurse may request to receive further information from the parent, guardian, or health care provider, if needed, prior to administration.
 - c. Medications or medical procedures used at school in connection with services for which a minor may give effective consent are not governed by this policy.
7. For prescription medication or medical procedures needed at school:
 - a. If the prescription is intended for a total period of two weeks or longer, a written order signed by a prescribing health care provider and written authorization signed by the parent or guardian is required.
 - b. If the prescription is intended for a total period of less than two weeks, a written authorization signed by the parent or guardian is required. No health care provider signature is required. This does not apply to controlled substances.
 - c. A request from a parent or guardian for medication or medical procedure administration must be reduced to writing within two (2) days, provided the district may rely on an unsigned request until a written request is received. This does not apply to controlled substances.
 - d. "Controlled substances," as applied to the chemical abuse assessment of students, means a drug, substance, or immediate precursor in Schedules I through V of Minnesota Statutes section 152.02 and "marijuana" as defined in Minnesota Statutes section 152.01, subdivision 9 but not distilled spirits, wine, malt beverages, intoxicating liquors or

tobacco. As otherwise defined in this policy, “controlled substances” include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code section 812, including analogues and look-alike drugs.

- i. Controlled substances must be stored in a locked and secure location or be in the possession of a trained designee.
 - ii. Medical cannabis may not be administered or used in the school setting.
- e. A student may be allowed to self-administer and/or self-carry prescription medication or self-administer treatments needed at school with approval by the school nurse.
- i. A student’s privilege to self-carry and self-administer medication may be revoked if it is determined the student is abusing the privilege.
 - ii. Students may not self-carry or self-administer controlled substances.
 - iii. Students may not self-carry or self-administer any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients.

8. For nonprescription medication needed at school:

- a. A written authorization signed by the parent or guardian is required. No health care provider order is required.
- b. A request from a parent or guardian for medication or medical procedure administration must be reduced to writing within 2 days, provided the district may rely on an unsigned request until a written request is received.
- c. Medication must be administered according to the dosing on the manufacturer’s label. If different dosing is needed, a prescription from a health care provider will be required.
- d. Schools and school staff may not distribute stock over-the-counter medications to students.
- e. A student may be allowed to self-administer and/or self-carry nonprescription medication or self-administer treatments needed at school with approval by ~~upon written recommendation of the prescribing health professional and custodial parent or guardian and consultation of the school nurse.~~
- i. A student’s privilege to self-carry and self-administer medication may be revoked if it is determined the

- student is abusing the privilege.
- ii. Only students in grades 6-12 may possess and use nonprescription pain relief medication in a manner consistent with the labeling if the school nurse has received a written authorization signed by the parent or guardian permitting the student to self-administer and self-carry the medication.
9. Medications and medical procedures that are required ~~that must be administered during an overnight field trip or outside of the school day~~ must be in the original, labeled container with a written request from a custodial parent or guardian. A written order signed by a prescribing health care provider is not required.
10. ~~A student may be allowed to self-administer and/or self-carry medication upon written recommendation of the prescribing health professional and custodial parent or guardian and consultation of the school nurse.~~
11. Medications are not governed by this policy if they:
- Are used off school grounds unless the student is attending a school-sponsored field trip,
 - Are used in connection with athletics or extracurricular activities, or
 - Are used in connection with activities before or after the school day.
- ~~12. A secondary student may possess and use nonprescription pain relief medication in a manner consistent with the labeling if the school nurse has received a written authorization from the custodial parent or guardian permitting the student to self-administer and self-carry the medication. Such authorizations must be renewed annually. A student's privilege to possess and use nonprescription pain relievers may be revoked if it is determined the student is abusing the privilege.~~
- ~~13. Medications and medical procedures that can be administered to the student appropriately before or after school will be the responsibility of the parent(s) or guardian.~~
- ~~14. Controlled substances prescribed to students must always be kept in a locked cabinet and shall never be carried by a student or self-administered.~~
15. A student may possess and apply a topical sunscreen product during the school day while on school property or at a school-sponsored event. Written authorization is not required. School personnel may, but are not required to, assist in applying sunscreen only to the student that provided it. Staff must assist in applying sunscreen if ordered by a prescribing medical provider.
16. Procedures are in place for the collection and transport of any

unclaimed or abandoned prescription drugs or medications remaining in the possession of school personnel.

17. ~~Stock~~ emergency medication for life-threatening conditions (i.e., epinephrine, naloxone) may be made available to students or other individuals for specific conditions following a protocol developed with a medical director or advanced practice registered nurse ~~will be provided to students when provided by the family and ordered by the student's health care provider, as part of the student's Emergency Care Plan. Emergency medication may also be made available to students for specific conditions following a protocol developed with a medical director or advanced practice registered nurse.~~

LEGAL REFERENCES:

Minn. Stats. §§ 121A.22 to 121A.222

CROSS REFERENCES:

Minnesota Guidelines for Medication Administration in Schools Revised June 2015, Division of Community and Family Health, Minnesota Department of Health.

Written in collaboration with:

Minnesota Board of Nursing

Minnesota Department of Education

Minnesota Department of Human Services

Student Health and Wellness documents

Components of Asthma Management in the School

Components of Diabetes Management in the School

Components of Anaphylaxis Management in the School

Components of ADHD Management in the School

Authorization for the Administration of Medication/Treatment H-25

Authorization for the Administration of Medication/Treatment Asthma,

Anaphylaxis, Diabetes, Seizure H-25 AADS

Self Carry/Self Administer Medication Agreement H-76

DRAFT of Amended Policy 533.00

Adopted: 5/16/2006

Saint Paul Public Schools

Policy 533.00

Revised: 6/17/2008; 3/19/2013; 12/19/2017; ~~X/XX/2024~~

533.00

WELLNESS

PURPOSE

The purpose of this policy is to promote the health and wellness of students, families, and staff of Saint Paul Public Schools (the District) with a focus on healthy eating habits and increased physical activity. Health and academic success are closely linked. Healthy students and staff can better achieve our primary mission of education. The District embraces the principles of the Whole Child, Whole Community, Whole School from the Centers for Disease Control and Prevention (CDC), which form the structure of this policy.

I. COORDINATED APPROACH

Principle: Use a coordinated approach to develop, implement and evaluate policies and practices regarding healthy eating and physical activity.

A. Implementation

The Superintendent will ensure implementation of the wellness policy districtwide.

Each building administrator is responsible for implementation of the policy at that site.

~~(B. Site Wellness Team~~

~~Each building administrator/principal will establish a Site Wellness Team, consisting of staff, parents/guardians, students, and members of the community that meet and are recognized as a standing committee. Each Site Wellness Team will:~~

- ~~1. Develop an annual action plan that supports the implementation of this policy;~~
- ~~2. Evaluate the implementation of the plan, and~~
- ~~3. Incorporate wellness policy implementation within site or department plans.)~~

B. District Wellness Team

The District Wellness Team will support monitoring and evaluation of the policy, with representation from staff working in the areas of: nutrition services, student health and wellness, human resources, health education, physical education, and other areas as appropriate; students and parents/guardians; and community members. ~~Representation from Site Wellness Teams is encouraged.~~ The District Wellness Team will provide data/information regarding implementation of the policy annually to the Superintendent (or designee) and/or the Board of Education. [This information, and any updates to the policy will be made available to the public.](#)

II. HEALTHY SCHOOL ENVIRONMENTS

Principle: Establish school environments that support healthy eating and physical activity.

- A. Staff will not use exercise or physical activity, or any restrictions on them, as a

consequence for negative student behaviors or academic status.

- A. ~~Staff will use non-food items as rewards for academic performance or good behavior for individuals or classrooms. Staff will not use food as a reward or punishment for academic performance or good behavior for individuals or classrooms.~~
- B. All students will have access to breakfast and lunch at school every day. During mealtimes, the District will discourage other activities, unless students may eat during such activities.
- C. ~~Celebrations: Classroom teachers will allow no more than one celebration per month that involves food or beverages.~~
- C. Sites are encouraged to develop physical activity opportunities before, during, and after school.
- D. Students at the elementary level will participate in frequent, active recess. **Recess and/or movement breaks are is also encouraged at the middle school level.**
- G. ~~Schools will offer safe and developmentally appropriate fitness equipment and activity areas for students.~~
- E. Fundraising, marketing, or advertising activities will not conflict with messages supporting healthy eating and physical activity. As such, sites will limit food and beverage marketing to the promotion of foods and beverages that meet U.S. Department of Agriculture (USDA) nutrition standards.
- F. ~~For the safety and health of students with disabilities and health conditions, including food allergies, the District will make reasonable accommodations in the school environment, according to a student's individual plan.~~

III. QUALITY OF FOOD AND BEVERAGES SERVED AND SOLD

Principle: Encourage and support healthy eating and provide a quality school meal program, and ensure that students have only appealing healthy food and beverages choices offered outside of school meal program.

- A. ~~For the purposes of this section, the school day is defined as the period from a half hour before school starts until after the school bell rings at the end of the school day.~~
- B. The district will inform families of the free/reduced price lunch program, and provide all families with applications for the program.
- A. Drinking water will be available at no charge and accessible in all cafeterias during lunch service, as required by USDA.
- B. Meals Provided During the School Day
 - ~~1. To protect the privacy of all students, including those who are eligible for free or reduced priced meals, all cafeteria registers will be cashless. Instead, students will use a personal identification number (PIN) when purchasing food~~
 - 1. The Minnesota Free School Meals bill introduced reimbursement for a free breakfast and lunch to students who receive meals through their school's participation in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). Schools that participate in NSLP must now participate in the state funded Free School Meals Program.
 - 2. All students must be correctly listed on meal eligibility rosters according to their actual federal school meal eligibility status: free, reduced price, or paid. In addition, meals served to students must be claimed in the student's correct federal eligibility category to receive correct federal and state reimbursements.
 - 3. ~~Foods and beverages sold at school during the school day will meet the standards defined by the District Wellness Team, which will meet or exceed the USDA standards. The district will share the nutritional contents of meals~~

~~with students and families.~~ All school meals served will meet or exceed current nutrition requirements established under the Healthy Hunger-free Kids Act of 2010.

4. Information about students certified eligible for free and reduced-price school meals is covered by confidentiality restrictions administered by the U.S. Department of Agriculture. ~~The District will make reasonable accommodations for the special dietary needs of students in the school meal programs.~~
5. Students are required to stay on school grounds during lunch periods.
5. ~~School schedules should allow for adequate seat time for lunch periods. Schools are also encouraged to schedule recess prior to lunch.~~
6. ~~Students will be provided a clean and supervised environment to eat during meal periods.~~

C. Other Food Offered During the School Day

1. ~~Schools will assess if and when to allow snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations.~~
1. Non-USDA snacks served during the school day or in after-school care or enrichment programs will make a positive contribution to children's diets and health. The district encourages foods offered on the school campus meet or exceed the USDA Smart Snacks in School standards including those provided at celebrations and parties and classroom snacks brought by staff or family members. Non-food celebrations will be promoted and a list of ideas is available, except when culturally relevant food is an essential consideration for a cultural celebration.
2. All foods or beverages sold to students during the school day, including in vending machines and fundraisers, must meet USDA Smart Snacks in School regulations.

~~D. Food Sold Outside the School Day~~

1. ~~All food and beverages sold through student-accessible vending machines and school stores will meet the District Wellness Team guidelines.~~
2. ~~The District will pursue healthy food and beverage options for concessions sold at extracurricular events, with implementation determined by the Superintendent.~~

IV. PHYSICAL ACTIVITY AND EDUCATION

Principle: Implement a comprehensive physical activity program with quality physical education as a cornerstone.

- ~~A. Students will have access to physical education class and/or fitness-oriented activities regardless of behavioral or academic status.~~
- A. The District will provide physical education classes that strive to meet the national standards of the Society of Health and Physical Educators (SHAPE) and District priority benchmarks, and ensure students are physically active for at least 50% of every physical education class period.
- ~~C. The District will hire physical education teachers only if they are certified and licensed instructors.~~
- ~~D. Waivers, exemptions, or substitutions for physical education classes are not allowed at the high school level, and strongly discouraged at the middle school level.~~
- ~~E. Schools' wellness plans must include a physical activity component.~~
- ~~F. The District will include in its portfolio of professional development opportunities,~~

~~courses focused on integrating physical activity in the classroom.~~

- G. Schools are encouraged to provide physical activity breaks for students throughout the school day. School staff are encouraged to participate in physical activity and well-being opportunities as well.
- H. Schools are encouraged to promote and support active transport to schools including participating in Safe Routes to Schools [programming](#) and activities. [Schools are to provide active transportation safety education as required by state law.](#) ~~providing bicycle and walking safety programs, and using crossing guards.~~
- I. ~~The indoor and outdoor physical activity facilities and spaces will be open to the community outside of school hours. District permitting requirements must be followed.~~

V. HEALTH EDUCATION AND PROMOTION

Principle: Implement health education that provides students with the knowledge, attitudes, skills and experiences needed for healthy eating, [mental well-being](#), and physical activity.

- A. Students will have access to health education that should include grade level appropriate nutrition education, ~~and~~ health literacy, [and the skills necessary to promote and protect their health.](#) ~~which may include behavioral health, sleep, and accessing health services, regardless of behavioral or academic status.~~
- B. The District will provide health education classes that strive to meet the national standards of the Society of Health and Physical Educators (SHAPE) and District priority benchmarks.
- C. Schools should engage students in a variety of health promotion activities (that include skill building, which may include menu planning, food preparation, and label reading [that are enjoyable, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips.](#) Teachers shall [integrate nutrition education into other classroom subjects, such as math, science, language arts, social studies, and elective subjects.](#)

VI. CONNECTIONS AND REFERRALS

Principle: Connect students to health, mental health and social services to address healthy eating, physical activity and chronic disease prevention.

The District will partner with community agencies to assist students and their families to access available health, oral health, mental health, and social services to address healthy eating, physical activity, and related chronic disease prevention.

VII. FAMILY AND COMMUNITY HEALTH

Principle: Partner with family and community members in the development of healthy eating and physical activity policies, practices and programs.

- A. ~~The District will partner with parents/guardians and community members to support parents/guardians' efforts to provide a healthy diet and daily physical activity for their children.~~
- B. ~~The District encourages parents/guardians who pack lunches and snacks to refrain from including foods and beverages without nutritional value.~~
- C. ~~School staff will communicate with parents/guardians to convey to students the potential health risks of sharing food or beverages, including to individuals with life-threatening allergies.~~
- A. Schools are encouraged to plan family wellness activities.
- E. ~~The District recognizes that some students have chronic health conditions that are~~

~~impacted by food and physical activity, particularly life-threatening food allergies, asthma and diabetes. The District works with students, their families and health care providers to put plans in place to safely manage their condition.~~

- B. The District will continue to invite input from families and community members in development of menus, activities, and physical education programs, considering cultural restrictions and preferences.

~~VIII. EMPLOYEE WELLNESS~~

~~*Principle: Provide an employee wellness program that supports healthy eating and physical activity of all employees.*~~

~~The District will offer or partner to offer staff wellness programs, which may include workshops and presentations on health promotion, education and resources that will enhance morale, encourage healthy lifestyles, prevent injury, reduce chronic diseases, and foster exceptional role modeling. In particular, the District will partner to provide incentives for sites that implement healthier practices, including adopting standards for foods and beverages sold to employees.~~

IX. PROFESSIONAL DEVELOPMENT AND CAPACITY BUILDING

Principle: Employ qualified persons, and provide professional development opportunities for physical education, health education, nutrition services, and health, mental health, and social services staff members as well as adults who supervise recess, cafeteria time and out of school time programs.

- A. The District will provide school district personnel with access to professional development to promote good health and steps to change or improve health.
- B. Nutrition Services staff will be offered annual training in accordance with USDA Professional Standards.

X. POLICY MONITORING AND RECORDKEEPING

A. Triennial Assessment

- 1. The District Wellness Team will evaluate compliance with the wellness policy, no less than once every three years. It will assess implementation of the policy and progress made in attainment of its goals, in comparison to a model policy. This process is also open to interested stakeholders.
- 2. The most recent triennial assessment will be kept on file.

B. Recordkeeping

The district will retain records to document compliance with the requirements of the wellness policy. Records to be retained include, but are not limited to the district's written wellness policy, and documentation of the triennial assessment process.

XI. EXEMPTIONS

Exemptions from this policy may be granted by the Board of Education upon recommendation of the Superintendent based upon the best interests of the District.

LEGAL REFERENCES

Minn. Stat. § 121A.215 (Local School District Wellness Policy; Website)

Minn. Stat. § _____ (Chapter 68–H.F.No. 2887)

Minn. Stat. § _____ (H.F.No.271)

29 U.S.C. § 794 (Section 504 of Rehabilitation Act of 1973, as Amended)

42 U.S.C. § 1751 et seq. (Richard B. Russell National School Lunch Act)

42 U.S.C. § 1771 et seq. (Child Nutrition Act of 1966)

42 U.S.C §1758b (Local Wellness Policy)

~~42 U.S.C. § 12101 et seq. (Americans with Disabilities Act of 1990, as Amended) P.L. 108-265 (2004) § 204 (Local Wellness Policy)~~

7 U.S.C. § 5341 (Establishment of Dietary Guidelines)

7 C.F.R. § 210.10 (School Lunch Program Regulations)

7 C.F.R. § 220.8 (School Breakfast Program Regulations)

CROSS REFERENCES

Policy 414.00 – Tobacco Free Environment

Policy 504.00 – Drug Free Schools

Policy 505.00 – Bullying Prohibition

Policy 602.00 – Curriculum, Development, and Accountability

Policy 716.00 – Advertising in the Schools

GUIDELINES/STANDARDS

American Association for Health Education (AAHE)

Coordinated School Health Programs: Improving the Health of Our Nation's Youth—At A Glance 2011, Atlanta: CDC; 2011

Society of Health and Physical Educators (SHAPE)

United States Department of Agriculture (USDA)

USDA Smart Snacks in School regulations