

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

May 21, 2024
5:30 PM

A G E N D A

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

DATE: May 21, 2024

TOPIC: Acknowledgment of Good Work Provided by Outstanding District Employees

A. PERTINENT FACTS:

1. The SPPS Division of Human Resources is proud to announce the Inaugural Mentor of the Year Award. The Mentor Mentee Program was designed to support new educators as they enter SPPS and meets the requirements of the Minnesota statute for Teacher Mentorship and Retention of Effective Teachers.

Mentoring is individualized, differentiated and flexible to meet professional growth goals for educators just entering the field of education and those coming to SPPS with previous experience. New educators typically participate in the Mentor Mentee Program in their first year of employment. Most mid-year hires will work with a mentor during the year they are hired, and support will carry over into the next school year.

This school year there were 315 mentors, 33 of which were nominated for the award. Six mentors were ultimately chosen as finalists based on recommendations from their mentee and building principal or department supervisor, and one of them was selected as the 2024 Mentor of the Year.

Mentor of the Year Finalists

Khadra Ali, First Grade Teacher, Highwood Hills Elementary
Bernetta Green, Fifth Grade Teacher, Eastern Heights Elementary
LaTesa Fleming, SIPPS Reading Teacher, Four Seasons Elementary
Anna Kowalewicz-Hallen, English Learner Teacher, Washington Technology
Alicia Owens, School Psychologist, Groveland Park Elementary

Mentor of the Year

Ashley Scheinoha, Literacy Prep Specialist, Battle Creek Elementary

2. This item is submitted by Patricia Pratt-Cook, Executive Chief of Human Resources.

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: May 21, 2024

TOPIC: Acknowledgement of Good Work Provided by Students

A. PERTINENT FACTS:

1. SPPS had a great showing at Minnesota State History Day at the Minneapolis Convention Center on April 20. The following students placed first or second in the State History Day competition and qualified for National History Day in June.

Junior Paper **1st Place National Qualifier**

The Creation of the Birth Control Pill: A Turning Point for American Women
Zania, Open World Learning Secondary

Junior Group Performance **1st Place National Qualifier**

Griswold v. Connecticut: A Turning Point in Reproductive Rights
Abby, Beatrice, Charley, Maisy, Open World Learning Secondary

Junior Individual Documentary **2nd Place National Qualifier**

Sunny Days: A Turning Point in Children's Television
Maeve, Murray Middle School

Junior Group Documentary **1st Place National Qualifier**

The Seven Countries Study
Charlie, Emmett, Peter, Murray Middle School

Junior Individual Website **2nd Place National Qualifier**

Courage and Grit: Virginia Hall The Spy That Helped Win World War II
Sylvia, Murray Middle School

Junior Individual Exhibit **2nd Place National Qualifier**

Griswold v. Connecticut: Legalizing Birth Control
Scout, Murray Middle School

Senior Group Documentary **2nd Place National Qualifier**

The Minneapolis Trucker Strike of 1934: A Turning Point for Labor Rights
Anya, Claire, Open World Learning Secondary

Congratulations to all who participated and those moving on to Nationals in College Park, Maryland in June.

2. The Highland Park Senior High Robotics Team 2823 was founded in 2009. In 2012, they became an independent team and took on the name "The Automatons". Each year, they receive a challenge on the first Saturday of January and spend six weeks building a robot from scratch. The team is made up of six sub-teams, all of which provide students with valuable STEM experience and skills: Build, Programming, Computer-Assisted Design, Strategy, Drive and Business/Marketing.

This year, the Automatons designed and built a robust and reliable robot (named Snuffleupagus aka Snuffy). The programmers gave it the most sophisticated software stack they have ever had in a robot. The drive team performed brilliantly, squeezing the great performance and strategy out of Snuffy.

The Automaton's competed in the Robotics State Tournament at the University of Minnesota on May 4. This season marks the best performance the team has had since its inception in 2009.

The 2023-24 Highland Park Senior High Robotics Team members are:
Cleo Newton, Everett Johnson, Haddie Dimond, Heath Kelly, Ian Larson, Karl Salkowski, Nathaniel de Sam Lazaro, Max Andresen, Max Goldberg, Mesbah Mohammad's, Mikail Salovich, Mira Kavun-Wozniak, Pace Fischer, Samson Belihu, Will Harvey, Anika Fokken, Duncan Adams, Henry Behr, August Johnson, Bailey Beedle, Benji Brunner, Liya Lantyderu, Nathaniel Kelly, Saba Belihu, Tomas Medina Coste, Trump Vang, Alec Buchanan, Ari Goldberg, Eleanor Kristiansson, Julian Burns, Xavier Wambach

SPPS robotics teams from Washington Technology Magnet, Central, Como, Harding and Humboldt/OWL all competed this year in FIRST Robotics. The FIRST Robotics Competition (FRC) has more than 200 teams in Minnesota alone. FIRST Robotics is a Minnesota State High School League Sport, so team members can letter in robotics and teams can qualify for the Minnesota State Tournament.

3. The Career Pathways Earn as You Learn Program provides students in SPPS high schools an opportunity to earn industry-recognized certifications such as Microsoft Office, OSHA safety, Customer Service and Sales, and other certifications.

This year, 20 students earned Microsoft Word, PowerPoint and Excel certifications. Students who earn the three Microsoft certificates earn a fourth certificate indicating they are Microsoft Office Specialists:

Central Senior High School

Mustapha Akindele, Vivian Turino

Como Senior High School

Genevieve DeGaetano, Henry Hannu, Vincent Vitali

Harding Senior High School

Ashley Xiong, Hmoov Her

Highland Park Senior High School

Cashton Akyea, Saba Belihu, Samantha Boss, Quinn Yao Buchl
Tomas Medina Coste, Trump Vang

Humboldt High School

Kyaw Soe

Johnson Senior High School

Cristhian Gadea Dominguez, Kenshin Yang, Eh K Yaw, Josiah Lealam

Washington Technology Magnet

Eliezer Kudadjie, Logan Thao

In addition, Sunny Bright from Humboldt High School earned a Remote Pilot – Small Unmanned Aircraft Systems certificate through the Federal Aviation Administration (FAA).

4. The 95th Annual Minnesota State FFA Convention was held April 21-23 at the University of Minnesota-Twin Cities, the Minnesota State Fairgrounds and the St. Paul Pipefitters Training and Certification center. More than 6,000 FFA members and guests from across the state came together to participate in general sessions, competitive events, educational tours, leadership workshops, visits with colleges and more.

Highland Park Senior High FFA had an excellent showing at the State Convention this year. Over 40 students competed in various events from Ag Communication to Milk

Quality. In addition, Highland Park FFA was named the 5th best chapter in the state out of more than 230 chapters. Harley Braun, Agriculture Teacher, is the FFA Advisor at Highland Park.

Humboldt High School FFA Advisors and Agricultural Teachers Brad Novacheck and Andrea Nthole said the students had a wonderful three days at the State FFA Convention. This year, the students had the opportunity to compete and receive recognition for their work throughout the school year. Humboldt students were recognized for their efforts in the categories of Agri-Science for State FFA Science Fair, State CDE (Career Development Event) Contest and LDE (Leadership Development Event) contests.

Humboldt FFA is also proud to announce that Nayra Zamudio-Bravo is the inaugural winner of the first All-Spanish State FFA event. Nayra will have the honor of representing our great State at the National FFA Convention this coming fall.

The Minnesota FFA Association is part of the National FFA Organization.

5. Fifty-six students from 10 SPPS schools have been awarded with the prestigious Wallin Scholarship. Each scholar will receive up to \$16,000 over four years, plus advising and access to support. Congratulations to the latest class of Wallin scholars!

Central Senior High School

Nay Say, Quinn Logan, Muriel Alldredge, Paw Dah Biwet, Jaya Chang, Summer Lee, Cheemous Xiong

Como Park Senior High School

Daniel Klett, Yorbi Lopez, Sunsus Ali, Hassin Uwase, Paw Say, Poe Meh, Kay Doh

Creative Arts Secondary School

Tonyah Mccaster, Da'zhan Wilson

Harding Senior High School

Lance Vang, Israel Toledo, Yesenia Vidalez Galindo, Angie Thao, Caitlyn Lor, Joseph Soe, Hailey Ly, Amie Tran, Alydia Xiong, Nkaujhmong Vue, La'Zaha Lindsey, Elija Arnett

Highland Park Senior High School

Emily Tran, Angelica Amador, Hayat Osman, Bethlehem Negash, Hibo Hussein

Humboldt High School

Twar Meh, Hawa Abdella, Mccyrah Miller, Mata Na, Christina Yang, Kowsar Ahmed

Johnson Senior High School

Krish Pradhan, Jackson Cox, Emira Saleh, Chue Seng Lor, Vanessa Vang, Jennifer Herrera

Open World Learning Community (OWL)

Jaielle Galbreath

SPPS Online High School

Nasra Wagad

Washington Technology Magnet School

Jorge Vargas, Amy Xiong, Sa Min, Aye Roh Htoo, Mike Thor, Paw Htoo, Lena Lee, Ariel Fang, Jaelynn Farquharson

6. 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**

**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

**April 23, 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: U. Ward, J. Vue, Y. Carrillo, C. Franco, E. Valliant, H. Henderson
Superintendent Gothard

C. Allen was absent.

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, with one change - to add Recognition of Superintendent Dr. Joe Gothard's Service to Saint Paul Public Schools to the agenda within Recognitions. The motion was seconded by Director Carrillo.

The motion was approved by roll call vote:

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

4. RECOGNITIONS

BF 33738 Acknowledgment of Good Work Provided by Students

1. **Bobby Arnold**, a senior at Johnson Senior High School, has been chosen by Superintendent Joe Gothard to receive a \$5,000 scholarship award from the American Association of School

Administrators (AASA). Bobby will attend Augsburg University in the fall and major in Education. He would like to become a teacher.

"I want to become a principal. I want to start off as a teacher, and social worker. Hopefully one day I can be a superintendent to help inner-city schools get funding and resources other schools have. This is a dream of mine and I'm going to work as hard as I can to get there," Bobby Arnold said.

Bobby was featured on Fox 9 News earlier this month for a poetry book that he recently published called "The Falling Uprise." He is bringing awareness to mental health through his poetry.

Dr. Joe Gothard was named the National Superintendent of the Year on February 15. A \$10,000 college scholarship will be presented in the name of the AASA National Superintendent of the Year to a student in the high school from which the superintendent graduated, or the school now serving the same area. Dr. Gothard decided to split the scholarship between a student from SPPS and a student from his alma mater in the Madison school district.

2. JROTC Cadet **Anthony Landaverde Guillen**, a senior at Como Park Senior High School, was awarded the highest award for achievement in the Marine Corps JROTC for the Northwest Region of the United States last November at the MCJROTC Marine Corps Birthday Ball Celebration.

The Legion of Valor Bronze Cross for Achievement is awarded to only one Marine Corps JROTC cadet each year in the Northwest Region.

Anthony was nominated by Senior Marine Instructor Sergeant Major James C. Kirkland, based on the following criteria: An MCJROTC and academic class standing in the top 5%; demonstrating exemplary military leadership; and demonstrating leadership in scholastic activities, community activities, and interscholastic athletic participation.

Anthony is currently serving as the 28th MCJROTC Commanding Officer at Como Park Senior High for the 2023-24 school year. He was chosen for this leadership role last spring.

3. Fifty-five FIRST LEGO League (FLL) teams competed in the SPPS Regional Tournament on January 27, 2024. Nine of those teams from the following schools advanced to the State Competition on February 18:

Randolph Heights Elementary, Open World Learning, Jie Ming Mandarin Immersion, Horace Mann Elementary and Capitol Hill Gifted and Talented Magnet.

One team from Capitol Hill, **The Lego Llamas**, an all-girl team, will be advancing to compete nationally at the Florida Sunshine Invitational in June. The Lego Llamas received a \$10,000 grant from the Saint Paul & Minnesota Foundation to help pay for their trip.

Thank you to 3M for their continued generous support of SPPS students in First Lego League coordinated through the Department of Alternative Education. The FIRST LEGO League (FLL) competitions are organized through High Tech Kids, a nonprofit that supports youth STEM programs in Minnesota.

BF 33739

Acknowledgment of Good Work Provided by Outstanding District Employees

1. Multiple SPPS school counseling programs have recently earned Recognized ASCA Model Program (RAMP) designation from the American School Counselor Association (ASCA). The RAMP designation recognizes schools that are committed to delivering an exemplary school counseling program. Honorees are awarded for aligning their program with the criteria in the ASCA National Model, a framework for a data-informed school counseling program. Research findings indicate fully implemented school counseling programs are associated with a range of positive student educational and behavioral outcomes.

SPPS 2024 RAMP recipients are:

- E-STEM Middle School
 - **Courtnie Conyers and Courtney Queen**
- Expo Elementary
 - **Lauren Strong and Laurel Flores**
- Highland Park Middle School
 - **Nou Katzmarek, Elisabeth Mulvaney, and Danielle Seifert**
- Txuj Ci HMong Language & Culture Lower
 - **Shoua Chang and Cynthia Kaste**

SPPS now has 15 RAMP schools - two of which are reRAMP schools and four of which are Schools of Distinction. Current SPPS RAMP Schools:

- Adams Spanish Immersion Elementary
- Battle Creek Elementary*
- Bruce Vento Elementary
- Capitol Hill Gifted & Talented Magnet – reRAMP
- Cretin-Derham Hall (SPPS Counselors)
- Eastern Heights Elementary
- E-STEM Middle School
- Expo Elementary
- Farnsworth Elementary Lower Campus*
- Frost Lake Elementary ●
- Highland Park Middle School ● John A. Johnson
- Randolph Heights Elementary*
- Saint Paul Music Academy* - reRAMP
- Txuj Ci HMong Language & Culture Lower Campus

2. The **Nutrition Services** team has received the Innovation in the Cultural Diversity of School Meals Recognition Award from the U.S. Department of Agriculture's (USDA) Food and Nutrition Service and Action for Healthy Kids (AFHK). In a recent email, the USDA and AFHK said: "We are honored to be the first to congratulate you on your incredible achievement of elevating school nutrition in your School Food Authority (SFA). Thank you for your hard work, constant resilience through new challenges, and daily dedication to providing your students with the nourishment they need to learn, grow, and play. We deeply appreciate and respect your continuous efforts to provide your students with more nutritious school meals."

To celebrate their success, the USDA and AFHK said the SPPS Nutrition Services team will receive the following: ●

- National and local recognition by USDA and AFHK
 - An all-expense paid invitation to the Healthy Meals Fall 2024 Summit in Las Vegas, Nevada
 - Healthy Meals Incentives (HMI) Recognition Awardee Toolkit with promotional resources that will help you publicize your success to local media and your school community
 - A banner to showcase your accomplishment.
3. Deb Henton, executive director of the Minnesota Association of School Administrators (MASA), is recognizing **Dr. Gothard** for his role as president of the organization for the 2023- 24 school year. The Minnesota Association of School Administrators (MASA) is a private nonprofit member service organization representing educational administrators throughout Minnesota. Members include school superintendents, directors of special education, curriculum and technology leaders, central office administrators, and higher education administrators and professors. MASA is presenting Dr. Gothard with a \$1,000 honorarium, to be awarded to a Saint Paul Public Schools student or school.

BF 33740 Resolution of Recognition of Superintendent Dr. Joe Gothard's Service to Saint Paul Public Schools

WHEREAS, he led the district in the creation and implementation of the SPPS Achieves strategic plan;

WHEREAS, he led a successful referendum campaign to increase the district's tax levy in 2018;

WHEREAS, he helped schools, students, families and staff transition to distance learning during the COVID-19 pandemic;

WHEREAS, he made decisions throughout the pandemic in the best interest of the health and safety of the community while continuing to engage students in learning;

WHEREAS, he received national recognition for his innovative and strategic approach to using federal COVID relief funds to return to learning and recover from the pandemic;

WHEREAS, he was named 2024 Minnesota and National Superintendent of the Year;

WHEREAS, he served as a mentor, role model and friend to countless students, staff, colleagues, and members of the Saint Paul Public Schools community during his tenure as superintendent;

THEREFORE BE IT RESOLVED, the Board of Education for Saint Paul Public Schools recognizes and appreciates Dr. Joe Gothard for his seven years of service as the district's superintendent on this twenty-third day of April in the Year Two Thousand and Twenty Four.

QUESTIONS/DISCUSSION:

- Director Vue noted that he has tremendous respect for his predecessors who brought Dr. Gothard to SPPS, and there is tremendous work ahead. In the past 7 years, no one could have predicted what SPPS has had to ensure, and Dr. Gothard has needed to work with an ever-changing Board in trying to meet the needs of 7 individuals which can be difficult. The elections have changed the Board, as well as a death of a board member and interim appointments. He has needed to reshape his leadership team, and many former leaders have gone on to other roles in other organizations. Schools have been closed and reopened, and there was criticism for both. He has been the face of education for the District, local government, and on the national stage, at the labor relations

bargaining table and at schools with students leaders. He was recognized by his peers as National Superintendent of the Year, and provided leadership during COVID-19 pandemic, which was a dark time in public education and his guidance was needed the most. He has provided stability during a time when SPPS could have been pulled apart. He thanked Dr. Gothard for giving SPPS the best of himself and he wished him well.

- Director Carrillo noted that he began on the Board as an interim board member in 2021, and while it was a lot of learning the role of the school board and to be an effective director, he was also learning to navigate the chaos of the pandemic, and was incredibly impressed by the leadership of Dr. Gothard during this time and his willingness to connect to understand the work. He appreciated his leadership. Madison is taking a good one, and Director Carrillo noted that we appreciate Dr. Gothard and are very happy to have one of the longest serving superintendents and it was an honor to have served with him.
- Director Ward noted that he has served with the Superintendent for as long as he's been on the Board, and it has been wonderful to get to know him, and he has been accessible for questions and discussion. While serving during a turbulent time, Superintendent Gothard found a way to be respectful and thoughtful through controversy and unease. He is sad to see him go, but also realized the amazing opportunity for him in Madison.
- Director Valliant recalled contacting the Superintendent late at night with issues, and he would respond. She thanked him for being a really good superintendent and responsive to her both as a parent and a board member. She is happy he is able to go home to Madison.
- Director Henderson noted that we ask a lot of our leaders, and to be clear, strategic, but also nimble and flexible. She has watched Superintendent Gothard lead this district with grace and humility, as an educator. She noted that when he shows up with staff, his team, students, he is an educator first. That speaks to much to his character and she is very happy he can go home to continue to work in Madison, and encouraged him to remember Saint Paul. She thanked him for his care and service.
- Superintendent Gothard thanked the Board for this surprise, and noted that he is excited and appreciative of the opportunity in Madison. But a couple other things are also true – there is power in leaving somewhere with these feelings. He leaves respect for board members, students and staff. It is challenging work, but that's why he is in leadership and to be able to grow and respond, and looks for ways to show up better for the people served. He also thanked his team – another reason he has chosen to stay in SPPS for so long. They are a very close unit, and complement each other in great ways. They show up in the best way to serve students. SPPS will always be special for him and his family as his son graduated from Central, and also has family roots in Saint Paul, which he previously didn't know. He leaves with great reverence and great excitement. He also welcomed back Dr. John Thein as interim superintendent. He was able to attend a recent team meeting, and he is ready to get back to work in SPPS. In terms of the permanent superintendent, there will be great interest in SPPS, and it's a great, challenging place, and it's the people that make this place great.

MOTION: Director Henderson moved approval of Resolution of Recognition of Superintendent Dr. Joe Gothard's Service to Saint Paul Public Schools. The motion was seconded by Director Vue.

The motion was approved by roll call vote:

Director Ward	Yes
Director Vue	Yes
Director Allen	Absent
Director Carrillo	Yes

Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes

5. PUBLIC COMMENT

1. Amy Cram Helwich and MNUDL Funding for Urban Debate League
2. Stacey Alcenat Concern about teacher
3. Michelle Wall Budget Allocations
4. Jennifer Hartman Equity with facility fees
5. St. Paul Football Club Importance of Program

6. APPROVAL OF THE ORDER OF THE CONSENT AGENDA

MOTION: Director Henderson moved approval of the Order of the Consent Agenda with no items pulled for separate consideration. The motion was seconded by Director Ward.

The motion was approved by roll call vote:

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

7. APPROVAL OF THE MINUTES

- A. Minutes of the Special Meeting of the Board of Education of March 19, 2024
- B. Minutes of the Regular Meeting of the Board of Education of March 19, 2024
- C. Minutes of the Special Meeting of the Board of Education of April 16, 2024

MOTION: Director Henderson moved approval of the Minutes of the Special Meeting of the Board of Education of March 19, 2024; Minutes of the Regular Meeting of the Board of Education of March 19, 2024; and the Minutes of the Special Meeting of the Board of Education of April 16, 2024. The motion was seconded by Director Vue.

The motion was approved by roll call vote:

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

8. COMMITTEE REPORTS

- A. Minutes of the Committee of the Board Meeting of April 3, 2024

At the Committee of the Board Meeting on April 3, 2024, Superintendent Gothard began the meeting by providing his experiences at both the Live Unified event, in partnership with the Special Olympics Minnesota, as well as the 31st Honors Concert at the Ordway. Board members appreciated the update, especially on the Live Unified event as our youth are able to collaborate in spaces and build relationships with their peers.

The next presentation included information on the Fiscal Year 25 Budget Update. Discussion from the Board included questions on important upcoming dates as the budget is finalized, the fund balance and days of instruction it could fund, and recommendations on the fund balance by MDE. Further details were also requested on the noted reduction of materials in Schools and Learning, lunch menu changes, proposed reductions in Equity, Strategy and Innovation, as well as cost savings in FTEs and projected salaries. Other questions also included the request for evaluation tools of the efficiencies noted, efforts in this year's budget compared to last year's, and further details on the school-based budget meetings. Information was also requested on the decisions around the fund balance and the impacts in future years, as well as the Board-adopted budget parameters and their effects on the upcoming budget.

The next item was the Amendment of the Superintendent Contract, with details provided by our General Counsel. Based on this amendment, and by mutual agreement of the Board and Superintendent, Dr. Gothard has requested that the end date of his employment at SPPS be Friday, May 17, 2024. This document serves as the formal resignation and change of alteration of end date. A board member requested information on the action of this item at this meeting, as opposed to a Regular Meeting, and it was noted so that there was clarity for all on the timeline, and it also aligns with the next item on the agenda. The Board then voted to approve the Amendment to and Termination of Superintendent Contract.

The next item included discussion of the Interim Superintendent Contract. The Board noted that they have made the decision to enter into a contract with Dr. John Thein, who was also the former interim superintendent in SPPS. He has graciously accepted and is enthusiastic to return. Questions focused on the overlap of Dr. Thein and Dr. Gothard, and the rationale for the Board's choice. Superintendent Gothard noted he has connected with Dr. Thein and will support him as he is able. Board members also thanked each other for their work in this important process, as well as a note that they look forward to working with Dr. Thein, as he has been the interim superintendent in other districts and has experience in other sizable districts as well. The Board then voted to approve the Employment Agreement for Interim Superintendent.

Following adjournment, board members conducted a work session regarding the discussion of Board goals and the community engagement process for the Board goals.

MOTION: Director Ward moved to accept the report on the April 3, 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 Ward	Yes
Director Vue	Yes
Director Allen	Absent
Director Carrillo	Yes
Director Franco	Yes
Director Valliant	Yes
Director Henderson	Yes

9. FUTURE MEETING SCHEDULE

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

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

10. SUPERINTENDENT'S ANNOUNCEMENTS

Superintendent Gothard provided a brief statement that acknowledged how meaningful it was to present the recent scholarship to a student, Bobby Arnold, and it was great to see so many students in the space for Recognitions, and he is very proud of our students in SPPS. There is a lot of work to do, but there is also a lot of work in which to be proud of as well.

11. AGENDA ITEMS THAT REQUIRE BOARD ACTION

1. Consent Agenda

MOTION: Director Henderson moved approval of all items within the consent agenda withholding no items for separate consideration. Director Vue seconded the motion.

The motion was approved by roll call vote:

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

1. Gifts

BF 33741 Approval to Accept Donations to Reimburse the Central Athletics (A001) Account for the Trip to Washington, D.C. to Attend the VP's Women in Sports Reception on March 27, 2024

That the Board of Education authorize the Superintendent (designee) to accept the donations from the PAC to reimburse the Central Athletics (A001) Account.

BF 33742 Request to Accept a Gift/Scholarship Award from AASA, The School Superintendents Association

That the Board of Education authorize the Superintendent (designee) to accept the \$5,000 scholarship award from AASA.

2. Grants

BF 33743 Resolution Supporting the Safe Routes to School Boost Grant

THEREFORE, BE IT RESOLVED:

1. That Saint Paul Public Schools authorizes the Superintendent to enter into a grant agreement with the Minnesota Department of Transportation for financial assistance to fund a Safe Routes to School Boost Grant and eligible expenses.
2. That the Superintendent is authorized to execute such Agreement and any amendments without further approval by the SPPS Board of Education.

Adopted and approved at a duly called meeting, this 23rd day of April, 2024.

BF 33744 Request for Permission to Submit a Grant to the Minnesota Department of Education's Agricultural Education Summer Grant

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

BF 33745 Request for Permission to Submit a Grant to the MN Department of Agriculture's AGRI Urban Agriculture Grant

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

BF 33746 Request for Permission to Submit a Grant Application to MN State Colleges and Universities/Minnesota Department of Education

That the Board of Education authorize the Superintendent (designee) to submit an application to the MN State Colleges and Universities/Minnesota Department of Education for funds to expand CTE programming in the district; to accept funds, if awarded; and to implement the project as specified in the award documents.

BF 33747 Request for Permission to Submit a Grant to the McCarthy Dressman Education Foundation's Academic Enrichment Grant Program

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

BF 33748 Request for Permission to Submit a Grant to the MN Department of Human Services' American Indian Intervention Prevention Grant

That the Board of Education authorize the Superintendent (designee) to submit a grant to the MN Department of Human Services' American Indian Intervention Prevention Grant program; to accept funds; and to implement the project as specified in the award documents.

BF 33749 Request for Permission to Submit a Grant to Renewing the Countryside's Twin Cities Urban Agriculture Micro-Grant Program

That the Board of Education authorize the Superintendent (designee) to submit a grant to Renewing the Countryside's Twin Cities Urban Agriculture Micro-Grant program; to accept funds; and to implement the project as specified in the award documents.

BF 33750 Request for Permission to Submit a Grant to the Minnesota Department of Education's Fresh Fruit and Vegetables Program

That the Board of Education authorize the Superintendent to accept a grant from the Minnesota Department of Education's Fresh Fruit and Vegetable Program to provide fresh fruit and vegetables in the district; to accept funds; and to implement the project as specified in the award documents.

BF 33751 Request for Permission to Accept a Grant from the Protolabs Foundation

That the Board of Education authorize the Superintendent (designee) to accept a grant from The Protolabs Foundation; to accept funds; and to implement the project as specified in the award documents.

BF 33752 Request for Permission to Accept a Grant from the Amherst H. Wilder Foundation

That the Board of Education authorize the Superintendent (designee) to accept a grant from the Amherst H. Wilder Foundation to support families and children at Freedom Schools in SPSS; to accept funds; and to implement the project as specified in the award documents.

BF 33753 Request for Permission to Accept a Grant from the Minnesota Office of Higher Education's Get Ready/GEAR UP Program

That the Board of Education authorize the Superintendent (designee) to accept a grant from Minnesota Office of Higher Education's Get Ready/GEAR UP to fund college and career readiness programs at Freedom Schools; to accept funds; and to implement the project as specified in the award documents.

BF 33754 Request for Permission to Accept a Grant from Twin Cities Public Television

That the Board of Education authorize the Superintendent (designee) to accept a grant from Twin Cities Public Television; to accept funds; and to implement the project as specified in the award documents.

BF 33755 Request for Permission to Submit a Grant to the Minnesota Department of Education's Special Education Teacher Pipeline Grant

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

BF 33756 Request for Permission to Submit a Grant to the Minnesota Department of Education's Full-Service Community Schools Grant - Txuj Ci HMong Language and Culture Lower Campus

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

BF 33757 Request for Permission to Submit a Grant to the Minnesota Department of Education's Full-Service Community Schools Grant - Highwood Hills Elementary

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

BF 33758 Request for Permission to Submit a Grant to the Minnesota Department of Education's Full-Service Community Schools Grant - Hamline Elementary

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

BF 33759 Request for Permission to Submit a Grant to the Minnesota Department of Education's Closing Educational Opportunity Gaps Grant

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Minnesota Department of Education's Closing Educational Opportunity Gaps Grant program; to accept funds; and to implement the project as specified in the award documents.

BF 33760 Request for Permission to Accept a Gift from Great River Greening

That the Board of Education authorize the Superintendent (designee) to accept a gift of time and resources for a canopy expansion project from Great River Greening and to implement the project as specified in the Memorandum of Understanding.

3. Contracts

BF 33761 Amendment to the Contract for Conversion of Student Records to Digital Format

That the Board of Education authorize the Superintendent (designee) to approve additional funds of \$85,000 to the existing contract of \$160,000 for a total of \$245,000 to complete the student records conversion project with AMI Imaging Systems, Inc.

BF 33762 Request For Proposal (RFP) A24-4487-MO Pupil Transportation Services School Years 2024-25 and 2025-26

That the Board of Education authorizes the Superintendent (designee) to award contracts based on responses to Request for Proposal No. A24-4487-MO for Student Transportation for School Year 2024-2025 and 2025-2026 with the ability to extend two additional years.

BF 33763 Approval for a Contract that Exceeds \$175,000 with eCapital Advisors LLC for Continuing Oracle EPM support through 2024

That Board of Education authorizes the Finance Office to execute a contract amendment to add \$58,000 to the existing contract with eCapital Advisors LLC to increase the service support by 290 hours.

BF 33764 Contract with BrightStar Care of St. Paul to Address Health Staffing Shortages through Temporary Support

That the Board of Education authorizes the Superintendent to enter into a contract with BrightStar Care of St. Paul for temporary RN and/or LPN health services.

BF 33765 Contract Amendment #2 for Snow Kreilich Architects for the Barack and Michelle Obama School Addition and Renovation (Project # 3210-23-01)

That the Board of Education authorize award of Amendment #2 for Snow Kreilich Architects in the amount of \$5,000 for the Barack and Michelle Obama School Addition and Renovation project (Project #3210-23-01).

BF 33766 Contract Amendment #2 for Dunham Engineering for the Rondo Complex ARP HVAC RTU Replacement (Project # 3170-22-01)

That the Board of Education authorize award of Amendment #2 for Dunham Engineering in the amount of \$79,600 for the Rondo Complex ARP HVAC RTU Replacement project (Project # 3170-22-01).

BF 33767 Contract Amendment #2 for ATSR for the Highland Park Middle School Entry Addition and Renovation (Project # 3081-23-01)

That the Board of Education authorize award of Amendment #2 for ATSR in the amount of \$12,600 for the Highland Park Middle School Entry Addition and Renovation project (Project #3081-23-01).

BF 33768 Request to Sign the Contract between SPPS and Ramsey County Workforce Solutions

That the Board of Education authorize the Superintendent (designee) to sign the Contract between Saint Paul Public Schools and Ramsey County Workforce Solutions.

4. Agreements

BF 33769 Approval of Employment Agreement with Laborers Local 563, to Establish Terms and Conditions of Employment for 2024-2027 Employment Contract

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment of those employees in this school district for whom the Laborer's Local 563 is the exclusive representative; duration of said agreement is for the period of May 1, 2024 through April 30, 2027.

BF 33770 Approval of Employment Agreement Between Independent School District No. 625, Saint Paul Public Schools and Saint Paul Principals' Association

That the Board of Education of Independent School District No. 625 approve and adopt the agreement concerning the terms and conditions of employment for principals' in this school district for whom the Saint Paul Principals' Association is the exclusive representative; duration of said agreement is for the period of July 1, 2023 through June 30, 2025.

5. Administrative Items

BF 33771 Monthly Operating Authority

That the Board of Education approve and ratify the following checks and electronic transfers for the period February 1, 2024- February 29, 2024

(a) General Account	#770186-771539	\$71,360,157.70
	#0005169-0005203	
	#7005101-7005140	
#0009703-0009884		
(b) Construction Payments	- 0 -	\$4,789,391.55
(c) Debt Service	- 0 -	\$2,200.00
		\$76,151,749.25

Included in the above disbursements are two payrolls in the amount of \$47,523,336.65 and overtime of \$275,049.89 or 0.58% 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 August 31, 2024

BF 33772 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 May 1, 2024, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

Human Resources Transactions

BF 33773 Transactions for March 1 – March 31, 2023

BF 33774 Settlement of Claim

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

BF 33775 Approval of 2024-2025 Sabbatical Leave Applications

That the Board of Education authorizes the Sabbatical Leave recommendation for Ms. Laura Ostertag and Mr. Nicholas Keller for the 2024-2025 school year.

BF 33776 Phase Gate Approval of the Multi-Site Electrical System Replacement at Harding Senior High School and Central Senior High School (Project # 0651-23-01): Gate #3 – Project Budget

That the Board of Education approve the Multi-Site Electrical System Replacement at Harding Senior High School and Central Senior High School project (Project # 0651-23-01) at Phase Gate Check #3 – Project Budget; setting the final project budget at \$3,745,000 and indicating direction to proceed with construction bidding.

BF 33777 Phase Gate Approval of the EOS Dock Doors Lintels and Brick Replacement Project (Project # 4000-23-01): Gate #3 – Project Budget

That the Board of Education approve the EOS Dock Doors Lintels and Brick Replacement project (Project # 4000-23-01) at Phase Gate Check #3 – Project Budget; setting the final project budget at \$1,799,000 and indicating direction to proceed with construction bidding.

BF 33778 Phase Gate Approval of the Multiple Site Fencing Installations at Como Park Elementary, Highland Park Elementary, Farnsworth Lower Elementary, Eastern Heights Elementary, Txuj Ci Lower, Global Arts Plus Lower, Early Childhood Hub West, and Battle Creek Elementary (Project # 0804-24-01): Gate #3 – Project Budget

That the Board of Education approve the Multiple Site Fencing Installations at Como Park Elementary, Highland Park Elementary, Farnsworth Lower Elementary, Eastern Heights Elementary, Txuj Ci Lower, Global Arts Plus Lower, Early Childhood Hub West and Battle Creek Elementary (Project # 0804-24-01) at Phase Gate Check #3 – Project Budget; setting the final project budget at \$180,000 and indicating direction to proceed with construction bidding.

BF 33779 Phase Gate Approval of FY22 Instructional A/V Replacement Program at Harding and Murray (Project # 0680-22-01): Gate #5.2 – Project Final Fiscal Close-out

That the Board of Education accept the report provided for FY22 Instructional A/V Replacement Program at Harding and Murray (Project # 0680-22-01) at Phase Gate Check #5.2 – Project Final Fiscal Close-out.

6. Bids

BF 33780 Equipment Acquisition Award for the Barack and Michelle Obama School Addition and Renovation (Project # 3210-23-01)

That the Board of Education authorize award of A/V equipment for the Barack and Michelle Obama School Addition and Renovation project to Bluum of Minnesota for a lump sum base bid of \$213,910.

BF 33781 Furniture Acquisition Award for the FY24 Furniture Replacement Program at Harding Senior High School (Project # 0160-24-01)

That the Board of Education authorize award of furniture for the FY24 Furniture Replacement Program at Harding Senior High School to ACRE for a lump sum base bid of \$823,085.

BF 33782 Phase Gate Approval of the Como Park Senior Athletics (Project # 4110-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of dugouts for the Como Park Senior Athletics (Project # 411-23-01) to RAK Construction, Inc. for a lump sum base bid plus Alternate 1 of \$284,305.

BF 33783 Phase Gate Approval of the Multi-Site Electrical System Replacement at Harding Senior High School and Central Senior High School (Project # 0651-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A24-4572-JG for the Multi-Site Electrical System Replacement at Harding Senior High School and Central Senior High School project (Project # 0651-23-01) to Master Electrical, Inc. for a lump sum base bid of \$1,340,000.

BF 33784 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

That the Board of Education approve the award of Bid No. A24-4477 for the FY24 A/V Replacement Program at Washington Technology Magnet and Journeys Secondary School project (Project # 0680-24-01) to RAK Construction for a lump sum base bid plus Alternate 1 of \$610,608.

BF 33785 Phase Gate Approval of the Wellstone Elementary Plumbing, Piping, and HVAC Replacement Project WS 0610 (Project # 4260-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A24-4553-JG for Wellstone Elementary Plumbing, Piping, and HVAC Replacement project (Project # 4260-23-01) to Frerichs Construction Company for a lump sum base bid of \$1,077,000.

BF 33786 Phase Gate Approval of the Wellstone Elementary Plumbing, Piping, and HVAC Replacement Project WS 0750 (Project # 4260-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A24-4554-JG for Wellstone Elementary Plumbing, Piping, and HVAC Replacement project (Project # 4260-23-01) to Central Roofing Company for a lump sum base bid of \$698,120.

BF 33787 Phase Gate Approval of the Wellstone Elementary Plumbing, Piping, and HVAC Replacement Project WS 2200 (Project # 4260-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A24-4557-JG for Wellstone Elementary Plumbing, Piping, and HVAC Replacement project (Project # 4260-23-01) to Davis Mechanical Systems for a lump sum base bid of \$2,690,000.

BF 33788 Phase Gate Approval of the Wellstone Elementary Plumbing, Piping, and HVAC Replacement Project WS 2300 (Project # 4260-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A24-4458-JG for Wellstone Elementary Plumbing, Piping, and HVAC Replacement project (Project # 4260-23-01) to Thelen Heating & Roofing, Inc. for a lump sum base bid of \$2,126,000.

BF 33789 Phase Gate Approval of the Wellstone Elementary Plumbing, Piping, and HVAC Replacement Project WS 2600 (Project # 4260-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A24-4559-JG for Wellstone Elementary Plumbing, Piping, and HVAC Replacement project (Project # 4260-23-01) to Master Electric, Inc. for a lump sum base bid of \$220,320.

BF 33790 Phase Gate Approval of the Wellstone Elementary Plumbing, Piping, and HVAC Replacement Project WS 3100 (Project # 4260-23-01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A24-4560-JG for Wellstone Elementary Plumbing, Piping, and HVAC Replacement project (Project # 4260-23-01) to St. Paul Utilities and Excavating, Inc. for a lump sum base bid of \$284,000.

7. Change Orders

BF 33791 Change Order #1 for Kraft Contracting, LLC for the Creative Arts ARP HVAC Upgrades (Project # 2170-22-01)

That the Board of Education authorize the Superintendent, Superintendent's Designee, or Executive Director of Administration and Operations to sign Change Order #1 for Kraft Contracting, LLC for the Creative Arts ARP HVAC project (Project # 1150-19-01) for the amount of \$482,637.

BF 33792 Change Order #3 for Morcon Construction for the Rondo Complex ARP HVAC RTU Replacement (Project # 3170-22-01)

That the Board of Education authorize the Superintendent, Superintendent's Designee, or Executive Director of Administration and Operations to sign Change Order #3 for Morcon Construction for the Rondo Complex ARP HVAC RTU Replacement project (Project # 1150-19-01) for the amount of \$1,769,643.

BF 33793 Change Order #5 for Veit & Company for the Bruce Vento New Construction Project (Project # 1020-22-01)

That the Board of Education authorize the Superintendent, Superintendent's Designee, or Executive Director of Administration and Operations to sign Change Order #5 for Veit & Company for the Bruce Vento New Construction project (Project # 1020-22-01) for the amount of \$588,795.

ITEMS PULLED FOR SEPARATE CONSIDERATION - None

FURTHER AGENDA ITEMS THAT REQUIRE BOARD ACTION

1. B.I.G.G: Board Initiated Goals Governance Update

Board members then provided updates on this work. Director Ward noted this vote is not adopting the goals, but a check-in amongst board members to approve the process. This has been a collaborative process, and there will be regular updates and votes on the process to ensure the Board is on the same page with progression in moving the work forward to develop the goals.

Director Henderson provided an update on the work thus far, and asked board members leading each sub-work group to also provide updates. There have been work sessions at Committee of the Board meetings, as well as a Special Meeting last week to discuss the results and requisitions for information, with guidance and parameters on successful community engagement. The sub-work groups have focused on engagement and data/questions for engagement.

Director Carrillo provided an update on the data and information gathering work, which includes the formation of questions to bring to community, and that the Board is looking forward to working with students as the core of the focus and to create a meaningful space for students. Director Vue and Director Allen are also working within this sub-work group, and they are also looking at data previously collected and to utilize that to create meaningful questions.

Director Franco provided an update on the community engagement sub-work group, and the plan for this work. The first step will be to go to school communities to engage with the 18 programs serving 9-12 graders. The entire Board will be involved in this work to meet with young folks to outline the goals, and they are excited to meet with students. The district team has also been great in guiding and providing the capabilities to support this work in centering our young people. He thanked the team for their work and is

grateful for the support. He added that this model of bringing this work to the Regular Meetings is also an accountability measure to ensure the community is aware of the plans.

Director Vue noted the rationale for the community to be interested in this work – including that students are at the focus, and what they are experiencing, and their academic performance. Another reason is for the Board to show their work to the the community and to provide feedback on the progress and to be accountable and transparent. These are Board-initiated goals, and the heavy work is on the Board, and this work will depend on the Board moving it forward.

QUESTIONS/DISCUSSION: None

MOTION: Director Henderson moved to approve the proposed process and timeline for **B.I.G.G: Board Initiated Goals Governance.** Director Ward seconded the motion.

The motion was approved by roll call vote:

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

10. INFORMATIONAL AGENDA ITEMS

A. 2024-2025 School Choice Season

Superintendent Gothard then welcomed Chief Turner to present this information. We typically look at previous years of data for reflections and analysis, but with COVID, we are restarting and not comparing data to COVID years – this is new baseline data information.

Within the presentation, details included information on admission priorities, lottery facts, and lottery results for kindergarten and grades 1-12. Schools with waiting lists were also reviewed, as well as PreK lottery results. Data for enrollment support schools was also shown, including 2024-2025 acceptances in comparison to the 2023-2024 acceptances.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Director Carrillo requests information on the waitlist and the timing for students to remain on the waitlist. Response: On average, it is about 2-3 weeks, because by that time, students are in their current school and it is sometimes disruptive to move.
- Who manages the waitlist? Response: Student Placement Services.
- Is there a PreK waitlist? Response: Yes, there is.
- He also requested information for families who choose within the selection window, as well as those who choose outside the window. It was noted that every family chooses a school for their students, and there is not a default for a school.

- Director Ward requested information on the enrollment success of Highwood Hills. Response: There were intentional conversations between Dr. Lawson and Dr. Adam about how to be respectful of both schools. Dr. Lawson and her team also worked with the community and her neighborhood, as well as with the new apartment complex near the school for engagement. The school also worked with Ms. Williams to ensure that no family was turned away from Highwood Hills and to collectively work together to find ways to welcome them to the school community.
- Director Valliant requested information on family communication for the waitlist after the 2-3 week monitoring period. Response: We do monitor the list from March to September, and once school starts for about the third week in September is when it is not actively monitored. Families are asked to continue to call, and we do update them in there are programs that opened to a new class and additional resources are available for a new section.
- Director Franco requested information on additional staff allocations for sites with physical capacity. Response: It is an opportunity for Administration and Operations to work together as a team and look for sections that can be opened, as well as with Finance and REA for allocations and projections. We also don't know if students will come to the school in September, so it is about finding that balance.
- Director Henderson requested details on the sustainability of initiatives in support of enrollment at schools. Response: The investment was a good jumpstart, and for school professional development and toolkits, those can be reused and we don't need to continue to pay for over and over again since we have the framework to do this work in the future. An example in Riverview was also noted with the excitement of the principals, and to see the fruits of the labor with the increase in enrollment.
- Superintendent Gothard also thanked Ms. Williams, Director of Student Placement Center, and Erin Moline, Assistant Director of Student Placement Center.

B. FY25 Budget Update

Superintendent Gothard began this report with a few notes. He thanked Chief Sager and the Office of Innovation for the budget process this year. He then reviewed the types of funds and timelines of funds from the federal government in response to the COVID-19 pandemic. He noted that with these funds we determined to see investments in practices that were innovative and could continue once funding expires, we did not want to spend all funds in the first year, and we wanted to spread out and monitor the funds over time. We also created the Office of Innovation to implement and monitor the funding and plans. He also noted financial data for the other five metropolitan districts in the Twin Cities area, and the financial cliff that all are experiencing with the loss of this funding. With ARP funds, we adopted a new math curriculum, as well as purchases and other investments in HVAC and other deferred maintenance projects. We also added to the general fund building allocations with additional staff who benefited students. We do need to decide what to stop and what to sustain though. We also increased the number of community partners as we cannot do this work alone. SPPS has been nationally recognized for the plan and singled out for strategies – we need to work together to stabilize and increase enrollment in order to impact revenue; we need to advocate for public education and funding from the legislature; we have shown care and kindness for staff experiencing displacement.

He then welcomed Chief Sager to present this update.

Information included with the report to share with the Board and community:

- An update on the FY25 budgeting process and progress toward building a balanced budget
- Update on school budget meetings

- Overview of department budget reductions
- Progress toward Board budget parameters
- Next steps and timeline in the FY25 budget process

The FY25 budget building blocks were reviewed, which include school needs, requirements, community values and instructional priority, and essential services.

School budget updates included an overview and update on meetings with principals, meetings with families, and information about the budget impact on after school/extracurricular activities.

Within the division and department budget updates portion, an organizational chart showing the different divisions and departments was reviewed, with information on the department budget reductions by division including the FY24 budget, the FY25 budget and the change.

The Board's budget parameters were then reviewed, and the corresponding actions and impacts on the FY25 budget and alignment to these parameters.

The next portion focused on the budget outlook and next steps, including the budget reduction target process, deficit and financial outlook, and the FY25 budget timeline and important dates.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Director Ward noted that for Board budget parameter 2, the original parameter stated language that included the work of the Enrollment and Retention Committee, and there was to be dedicated funding for this work, which was not listed. Response: We did remove that very specific language because it was so specific and targeted.
 - Director Ward noted that was intentional language and a directive from the Board which cannot be removed and needs to be included.
- How much of the fund balance will be used? What will be percentage be of the fund balance after that use? Response: Approximately \$29M is planned to be used, and we anticipate the fund balance for FY25 to be around 5.6% or 5.7%.
- Director Ward also requested information on further details for funding for MN Urban Debate League via email.
- Director Carrillo reiterated Director Ward's note about the budget parameter language, and it is important to not be diluted and to keep the full language.
- He also requested information about current funding and options, for programs such as MNUDL, and for the Board to be aware of the costs and other options available, including through partnerships and grants. Superintendent Gothard noted that any decision to add additional funding to one program means another program will have less, and it will be important to work closely with Administration to understand those impacts.
- Director Franco requested information about the note that department budget reductions do not include school-based positions. More context was then provided. Director Franco also noted that we don't want to see reductions to classrooms or schools, but reductions are also occurring across the district.
- Superintendent Gothard noted that the allocation guidelines are objective and there are contractual agreements that show staffing based on enrollments. Some schools were also overstaffed with ARP funds, and there may be changes related to that. Some of our Title I funding may also change.

- Director Franco also noted the change from the reduction figure at the Committee of the Board meeting of \$19.7M, to today's figure of \$28.9M. Response: As we continued to work the numbers, we discovered we needed to include real costs and real expenses, as well as extracurriculars and supplemental pay, and utilities. With these budget figures, we do believe these are the updated figures and does reflect what we anticipate we will be spending in those areas in FY25.
- Director Vue requested information on the toolkit provided to principals this year. Response: We did have a toolkit last year, which has doubled in length and is more comprehensive. The largest piece of positive feedback is the transparency. There are also running notes, so next year's kit will be larger and even more comprehensive for administration. One piece is the amount of information and links contained in the document, and the budget process and school funding. The other piece is if there is a reduction, to explain the rationale. It is a robust document with necessary information and we are also looking for feedback and for the community to also engage with it as well.
- Director Henderson noted the interest and excitement from the Board about the next legislative session, and encouraged the Board and Administration to be there and advocate, so we continue to not find ourselves in this space. This is taxing for the community and the Board, and she also noted the increase in potential cuts, and encouraged folks to push and be creative for 2025 and beyond.

13. BOARD OF EDUCATION

A. Information Requests/Responses and Items for Future Agendas

- Director Vue followed-up on his request for a school safety presentation, as well as an update on Ethnic Studies.
- Director Valliant followed-up on her request for our efforts in addressing artificial intelligence and critical thinking, in relation to the prevalence of misinformation and AI programs.
- Director Henderson requested a report on restorative practices in buildings, as well as actions regarding the energy plan and that work moving forward.

B. Board of Education Reports/Communications

- Director Carrillo provided a report on the MN First Robotics Competition held at the University of Minnesota on April 7th, and the four teams from SPPS. He noted the amazing amount of work to create the bots and the coordination, with programming, servos, and controllers. He also noted upcoming events involving robotics, and thanked all involved.
- Director Franco noted his attendance at a recent Humboldt PTO meeting with program updates, Safe Routes to Schools updates, and it was great to see new families and staff celebrating. He also attended the Athletics Advisory Committee meeting recently and noted his interest in athletics as an extension of the school day and the continued support of them. He also shared his experience at the Districtwide Career Pathways Center and attending the Education Pathways class, with the opportunity to observe students discussing a reading assignment and asking questions. It was great to see our future potential educators, and the Pathways program is critical to that work, and the young folks in the room demonstrated that and he is excited for many of them to eventually become educators in SPPS.
- Director Henderson noted her tour of Nutrition Services with Director Valliant earlier, and the opportunity to see how food is cooked, and it was wonderful to see the time, care, and consideration to the food provided. She also noted that earlier in the month she was able to attend a Science Fair as a judge. She also noted that she met with folks regarding climate advocacy work, and there is excitement to keep that work moving.

14. ADJOURNMENT

Director Ward moved to adjourn the meeting; Director Franco seconded the motion.

The motion was approved by roll call vote:

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

The meeting adjourned at 8:47 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 CLOSED MEETING OF THE BOARD OF EDUCATION

**360 Colborne Street
Saint Paul, MN 55102**

**April 23, 2024
4:00 p.m.**

MINUTES

I. CALL TO ORDER

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

II. ROLL CALL

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

J. Vue arrived at 4:07 p.m.
C. Allen was absent.

C. Long, J. Jonassen, P. Pratt-Cook, K. Thao, J. Turner, S. Dahlke

III. APPROVAL OF THE ORDER OF THE MAIN AGENDA

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

IV. MOTION TO CLOSE MEETING

MOTION: It was moved by Director Henderson and seconded by Director Valliant that the Board of Education close the special meeting and continue the meeting as a closed meeting pursuant to Minn. Stat. section 13D.05, subd. 3(b) to discuss attorney-client privileged information regarding litigation strategy in the matter of an appeal of a Minnesota Public Employment Relations Board decision and order, regarding Case No. 24-U-001. It passed by acclaim.

V. NEW BUSINESS

The Board of Education and Administration then discussed attorney-client privileged information regarding litigation strategy in the matter of an appeal of a Minnesota Public Employment Relations Board decision and order, regarding Case No. 24-U-001

VI. MOTION TO OPEN MEETING

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

MOTION: Director Henderson moved that the Board authorize an appeal to the Minnesota Court of Appeals of Minnesota Public Employment Relations Board decision and order, Case No. 24-U-001. It was seconded by Director Valliant. It passed by acclaim.

VII. ADJOURNMENT

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

The meeting adjourned slightly at 5:13 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
Board Secretary, 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**

**May 7, 2024
4:30 p.m.**

MINUTES

1. CALL TO ORDER

The meeting was called to order at 4:30 p.m. by Vice Chair Ward.

2. ROLL CALL

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

Y. Carrillo arrived at 4:33 p.m.

C. Allen arrived at 4:34 p.m.

Staff: J. Jonassen, S. Dahlke, S. Gray Akyea, T. Parent, T. Sager, K. Thao, L. Olson, A. Speed, J. Williams, A. Collins, E. Wacker, S. Braithwaite, J. Danielson, K. Morris, S. Schmitt de Caranza, H. Nistler, N. Páez, M. McHenry, K. Kimani, D. Simms, B. Schmidt, D. Abrams, E. Moline, C. Green, D. Payne, D. Moser, P. Pratt-Cook, Y. Vang

Community: M. Wall, J. Thein, N. Yang, S. Brown, N. Chang

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. STUDENT ENGAGEMENT AND ADVANCEMENT BOARD (SEAB) ASSESSMENT AND RECOMMENDATIONS

Staff from the Youth Leadership Initiative then presented information on the SEAB Assessment and recommendations. Chair Henderson provided a brief recap and timeline of their work as well as information about staff as well.

The background information included information on the overview of the process, guiding questions, and overview of stakeholders. The summary of findings included information about the impact, success factors, and literature review. The presentation also included information about recommendations and next steps.

Key questions asked within the discovery phase included:

- What was the value of SEAB?

- What could be the value of connecting student leader groups to SEAB?
- How can SEAB be further strengthened?

The findings of each were also shared.

The models and best practices within youth development practices, youth engagement, collaboration, and youth advisory models were also discussed.

An overview of the recommendations was presented, and included:

- Get grounded in SEAB's mission, vision, and intentions
- Build a deliberate structure that ensures youth are heard, contributions are valued, and voices influence meaningful action
- Establish clear roles, responsibilities and expectations
- House SEAB under the Board of Education
- Establish clear lines of communication and accountability between SEAB and the Board
- Develop and implement authentic youth engagement trainings for Board and relevant staff

Further information was then provided on each of the recommendations.

Next steps and timeline were also reviewed, and include:

- Phase 1: Pre-Launch
 - June-July 2024
 - Develop annual budget for SEAB
 - Determine roles and responsibilities
 - July-August 2024
 - Review key activities and develop timeline for implementation plan
 - August-October 2024
 - Design and develop orientation curriculum and structure for regular SEAB meetings
 - October-November 2024
 - Develop recruitment plan for SEAB
 - Determine responsibilities of SEAB facilitator
- Phase 2: Launch
 - November 2024-January 2025
 - Hire part-time facilitator
 - Develop training materials for Board
 - January-March 2025
 - Onboard facilitator around vision, structure, and culture of SEAB
 - March-May 2025
 - Facilitator reviews SEAB curriculum
 - SEAB launches!
 - Recruit students for SEAB Fall 2025
 - Fall 2025
 - SEAB and Board orientation
 - SEAB regular meetings begin

The full presentation and report can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Director Carillo noted a few questions, including areas to move away from to ensure SEAB is sustainable for future years, and behavior changes for the Board and staff to ensure its success. Response: When we think about success for SEAB, our mindset, behaviors, and transparency need to align and SEAB members and board members need to show up in the space in these ways. They need to be willing to collaborate, and young people need to be invited to the table and to be clear about the invitation. There needs to be demonstrated commitment to change. SEAB members need to feel like they are not being tokenized or not taken seriously. Training is also important.
- Were models in other urban school districts considered? What is their investment, failures, and successes? Response: We did look at other districts in Chicago, California, Oregon, and Kentucky, and there are vastly different models across districts. One way to avoid tokenizing is for a group of students to engage in this work as opposed to one student. Some spoke about not enough structure in place, and to create a culture where adults, including principals and board members, are invested in youth voice, and they are not manipulated or tokenized, as well as involving elementary school students. There needs to be a pipeline for building groups across the models where students come together as a board-level student group, with more representation across schools and more voices being heard. Within the YLI organization, students were also asked if their districts have a youth advisory, and many of them were unsure, so YLI staff commended SPPS for their work in a youth advisory board.
- Director Henderson noted the differences in the goal of SEAB to either advocate or inform, and sometimes asking students to do both. Response: With the alumni interviewed, they were interested in advocating and informing as long as it was agreed upon to hear what they had to say. Expectations also need to be clear in each area in order to be clear and transparent. There is also a balance between the two, as well as with the facilitator holding the space, and with the Board, facilitator and young people in decision-making.
- Director Valliant noted a comment about the feedback about representation of schools. It's important to be representative of our schools, and to be clear on the spectrum, including school, gender, racial and ethnic background, economic class, and also not only those students succeeding in school, but also the students often overlooked, as they are the students who typically have a lot to say as well.
- Director Franco requested further information on the recommendation for the transition from a part-time facilitator to a full-time facilitator. Response: Feedback included that a dedicated staff member will help SEAB with one full time staff to train, support, and help them plan. The thought is this will be a slow, gradual process with a part-time facilitator at first, and then gradually a full-time facilitator, and maybe an AmeriCorps or intern volunteer to build capacity. It was challenging when there was one single leader, and they then left.
 - Director Valliant noted that typically in leadership programs, there needs to be at least one full-time facilitator because it requires a lot of work, and if we want to prioritize the work of our young people, we need to demonstrate the importance of a facilitator.
 - YLI staff also noted that alumni have shared that they would like to come back to support, and SEAB is programming, where there is a team, curriculum, and work of young people, and there are logistics to make it all work, which is a lot that one person would carry.
- He also requested information on the recommendation for compensation structure for SEAB members. Response: There were many different responses and stakeholders were asked for feedback. It was determined that the stipend amount and amount of work being done were not equitable. The stoles were a positive feature and students enjoyed the recognition, but also to consider other ways to be recognized, including a celebration at the end of the year, or certificate showing the number of hours.

- Director Henderson noted that helpful information would also include the compensation structure for other youth advisory boards.
- Director Valliant noted her personal experience with her children attending YLI and their positive experiences and work of the organization.
- Director Vue noted questions about the work of the independent consultant, as well as initial thoughts around launching SEAB in the Fall. It was noted that with the current capacity of staff, it would be difficult to juggle the different responsibilities, and another internal or external individual would be helpful to restart SEAB.

5. FY25 BUDGET UPDATE

Staff then presented the FY25 Budget Update. Included with the presentation were:

- Examples of school and department budget allocations
- Human Resources updates
- Budget progress and recent updates
- Financial outlook and use of fund balance
- Timeline and important dates in the FY25 budget process

Examples of allocations were provided for an elementary school, a middle school, and a high school, as well as Schools and Learning department, and Administration and Operations department.

Within the Human Resources Update, information was provided on staff reductions and process.

In the Budget Outlook and Next Steps portion, the budget reduction target process was discussed with descriptions of reductions and savings, reduction amount, shortfall running total and the date. Updates to the FY25 budget since April 3 were noted. The deficit and financial outside, including factors that could improve the FY25 financial outlook were discussed, with the final note that the district plans to use some of its fund balance to prevent further reductions for FY25, with further details about the fund balance at 5.07% with the estimated FY25 deficit spend of \$37M, and the estimated FY25 ending fund balance of \$36.4M.

The FY25 budget timeline was also reviewed, as well as important upcoming dates and FY25 budget updates to the Board.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Director Vue requested information on allocations for schools. Response: There are specific ratios that are identified, and with projected enrollment from REA, they are then built outward from the contractual agreements. Split classrooms are also taken into consideration. Everything is driven by the projected enrollment and there is an economy of scale for buildings, and there may also be flexibility with additional discretionary dollars.
- Director Ward requested more details on the reasoning for why a waiting list doesn't necessarily allocate more staff to a building. Response: It is like a one-way valve. We are looking at those currently on the waiting list and where they currently reside. We are looking at the totality of the district and where students are joining. Student Placement does a wonderful job to maximize the waiting list. It's not an easy and clean process for moving staff when students move from one building to another, and it's about looking at the waiting lists to determine from where to where those students are looking to move. Buildings are looking to build their enrollment, and it is not as

simple as opening or adding additional sections in buildings if there is physical space. The priority moving process was also noted, as was reviewed at the previous Regular meeting. If a school has 18 students on the waiting list for K, then Student Placement will work to fill another section, as well as opportunities over the summer to add to that section. We also look to see if students are moving from outside the district or moving internally. The timing of the wait list was also discussed, with the key months of December, January, and February when there is open enrollment and recruitment occurring.

- Director Carrillo noted an information request on the current enrollment status and compared to where we are currently, and if we are on track to gain, lose, or stay the same based on projections.
- Chief Turner also noted that there are many different choices for parents, and some may apply to their home school, a magnet, and a charter or private school, and may be waiting on all of them. Other than a private school where a deposit is required, there is not a change penalty. We cannot allocate staffing based on a parent's intentions, and historical data is important. Principals can plan based on intentions, but staffing allocations cannot. Chief Collins also noted the current context of enrollment, and the new EL students to the district, and the context of bigger programs, including space, and the right space with the right number of sections at the right time. With the additional staff and additional EL students, we need to ensure there is room and other ratios as well, such as wraparound services to ensure their success and think about it holistically.
- Are there any other factors outside historical data that contribute to the projections for next year? Response: Our official projections are based on two methodologies – the birth methodology which looks at the number of students born in the city and then again four years later, known as the survival cohort. Another methodology looks at the historical patterns in the district, and the demographic shifts in the region and patterns. We do not project for PreK though. We also look at the pathways and 5th to 6th grade, as well as 8th to 9th graders at the beginning of each year.
- Director Franco requested information on the budget impacts to programs when school allocations are based on enrollment. Response: Our revenue is generated by enrollment. Athletics has its own formulaic calculation. Another component is Schools and Learning, and there are direct investments in that area as well. The categorical funds is another driver, including Achievement and Integration, MLL, Special Education, compensatory funds, and others, and those depend on the students at the building. There are also contractual obligations related to staffing and those are also based on the students. The economy of scale model was also noted and the centralized efforts for sites, in areas such as curriculum.
- Director Valliant requested further details on FTEs.
- There were also concerns noted around the potential issues of the decrease to custodial services. Administration noted that schools will remain clean, and staff are working on plans. Buildings may close earlier, which will impact permits, and staff may be allocated more sites that are one complex. We are also asking folks to do their part to ensure our buildings are clean. Breakfast-to-go will remain at sites, as it is important for students.
- Director Valliant also noted questions around recruitment efforts, specifically for teachers of color, and newer teachers. Response: This budget will negatively impact our ability to recruit high-quality candidates. Because we had a larger amount of ARP funds, we will be impacted by this decrease. Other districts are also in reduction mode, while not to the same extent. We will be focusing our recruitment efforts for teachers in high-need licensure areas, such as special education. Last year, we were able to offer major hiring bonuses, and there is also media attention about our budget reductions and the uncertainty of those teachers who may want to apply to SPPS. We have been advertising that there is still a need and that we are still hiring in those areas of need, and will continue.

- Director Henderson requested information on the Senate’s supplemental omnibus bill, and the Medicaid shift included, and the impact on allocations. Administration noted that medical assistance typically is allocated within the following year.
- Questions were also asked about the funding gap and the final number. Response: We do believe the \$37M is close to the final figure.
- For the fund balance to cover part of the deficit, what will remain? Response: It will be about 5.07%, which funds about 18 days. In recent years, we have been hovering around 10%, and by using the fund balance, it will be brought to a level that is still compliant with board policy.
- Board members also requested information about the \$37M and the programmatic impacts. Response: It will be used to continue to fund ongoing programming options. Details were also provided on the contractual obligations and operational costs for fund our schools.
- Director Franco requested information on the number of FTEs and open positions, as well as service impacts and programmatic impacts to students based on the budget figured. He hopes to understand comparatively school allocations last year to this year, and would like to know this information before voting on the budget, in order to be informed about these changes and impacts. Administration noted it is a zero-sum budget because in order to allocate additional dollars to a school or department, there must be a decrease in another school or budget. Director Franco noted he would like information on the tangible reductions so that when community asks questions, board members are informed. Director Allen noted a similar request and in the format from negotiations sessions a few years ago about positions in a similar layout of information from this year to last. Additional discussion followed on this information request. Director Franco noted he requests information to show where reductions are occurring.
- Director Ward noted that the spending cuts are extreme, but the fund balance usage will continue those services that we need to do. Administration also noted that there are statutory obligations, as well as those that our families enjoy and need, but not legally required.

6. POLICY UPDATE

- a. Policy 501.02: Student Vehicle Use: Parking on School Premises, Patrols, Inspections, and Searches

Laurie Olson, Director of Safety and Emergency Management, then presented this proposed policy. The rationale for the proposal of this policy was reviewed, as well as an overview of the proposed policy, including a general statement, definitions, student use, student parking, patrols, inspections, and searches, directives and guidelines.

Next steps were also reviewed, and the draft of the proposed policy was included within the BoardBook.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Director Valliant requested details on the rationale for an overdue book being listed as “contraband.” Response: This is a template policy, and that can be stricken from the policy. The definition of “contraband” was also reviewed.
- Director Allen requested further information on the inspections and searches by school officials in violation of law and/or school policies.
- Director Valliant also noted questions about the definition of lookalike alcoholic beverages or controlled substances. Response: The lookalikes within this proposed policy refer to firearms. For

most of the alcohol or controlled substance incidents, they are internally handled. The one exception is opiates, which can be deadly. We come from a place of care and concern for our students. The lookalike definition will be clearly defined in the policy.

- Director Valliant also requested information on the clarification of “reasonable suspicion.”
- Ms. Olson also provided details on the work of the SSLs, and their expertise with students, and protocols to connect with an assistant manager to review the incident and procedures. Our SSLs have strong relationships with students, and after an incident, they repair the relationship with the student for them to understand the actions, and that they are from a place of care and concern.
- Director Allen noted that she trusts Ms. Olson and her team, but questions how this work will continue in the future.
- Director Vue noted the role of students in the policy and vehicle searches.
- Overall, the Board agreed to move this policy to the three-reading process with a few changes.

b. Policy 509: Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds

Ms. Olson also presented the proposal of this policy. The rationale for the proposal was discussed, as it is required per statute. Within the overview, details were provided on the purpose and general statement. Changes in the district once this policy were also shared, including that nothing will change. Historically, we have been following these procedures, and the proposed policy is based on statute requirements. The approval of this policy will not result in an increased presence of law enforcement in our schools. Details were also provided about how this policy will look in practice. Questions from the Policy Work Group were also shared, as well as information to those questions, which included:

- Is it up to the building administrator to choose when to remove?
- Is there training involved around discretion in calling law enforcement and getting to a point of removal?
- Is there data that shows how often we call law enforcement?

Next steps were also reviewed, and the draft of the proposed policy was included within the BoardBook.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- The origin of the proposed policy was discussed.
- Board members noted concern about reasonable force included within the proposed policy. Administration noted is the intent to protect students and ensure we are adhering to the student’s IEP. SPPS has always done well with engaging with students in crisis, but there are concerns in the state, which led to the statute passed in the 2023 legislative session.
- Administration noted the role of SSLs and their training in Non-Violent Crisis Intervention. They are trained to treat everyone respectfully and through de-escalation to ensure students are safe. This policy is less about police in our schools, as students in crisis are typically referred to EMS, not police, and for transportation, a social worker or trusted adult supports the transportation home.
- It was noted that every school district must adopt a policy on this topic, and the wording and language can be modified.
- General Counsel noted this policy is taken directly from the MSBA model policy and definitions of reasonable force.
- Board members noted hesitation around this policy.

- Administration noted that this policy is due to statute, and we are not changing the ways in which we operate. We already meet the requirements of the statute by the ways we work in SPPS.
- Director Allen noted a recommendation to include the utilization of the crisis team. Response: That is work we currently do with the standard response procedures, including the engagement of the safety team, including our SSLs.
- Can data be presented more often than quarterly? Response: Yes. For the calls to police for 2022-2023 there were 432 calls and 5 arrests. While 432 still feels like a lot, there are 68 programs across the district with 30,000 students. It was also offered that many are domestic or abuse related calls. Each call was student related.
- Director Valliant noted questions about a similar policy for students without an IEP. Response: There is a standard response protocol that is followed, and for students with IEPs, there is a plan to safety intervene with them, including NVCI, which is used as a districtwide model for all students.
- Director Franco requested further information on the procedures within SEM.
- Overall, the Board agreed that this policy needs to be revisited by the Policy Work Group with input from board members.

6. 2024 AMERICAN INDIAN PARENT ADVISORY COMMITTEE (AIPAC) RESOLUTION RESPONSE

Staff and members of the American Indian Parent Advisory Committee then presented the 2024 Committee Resolution Response.

An overview of the AIPAC and District partnership was reviewed, as well as the AIPAC Resolution process, and response timeline.

Details on the annual compliance were also shared, including details on these topics:

- Prior to March 1 of each year, the AIPAC must meet to discuss whether or not they concur with the educational offerings that have been extended by the district to American Indian students.
- The vote is reflected formally on documentation provided by the State OAIE.

The rationale for measured progress was also discussed including:

- Identify the systemic barriers for our students
- Reduce and remove these system barriers
- Demonstrate growth in addressing system barriers for our students
- Engage in regular check-ins to evaluate effectiveness of actions implemented to reduce and remove system barriers

The structure of the AIPAC, core team, and area leads was also shared.

The areas addressed with details, data, and recommendations include:

- Attendance
- Behavior
- Instruction
- Staffing

The District implementation of the 2024 response was also noted, with an ongoing and active process, regular check-ins, and regular reporting.

The full presentation can be found in the BoardBook.

QUESTIONS/DISCUSSION:

- Committee members noted a few questions, including around suspensions of students, and the posting of the Indian Education Supervisor role, previously held by John Bobolink, as there are changes occurring in the district and the American Indian community needs an advocate in the district. It's also important that members of the AIPAC are on the hiring panel. Administration noted that in regard to the hiring process, they have been in collaboration with HR to post the position, and updating the job description, and with many changes in legislation, we want to find the best person for the Indian Education department, and will work with AIPAC to include a member on the hiring committee. Further details were also included on the question regarding suspensions. There was a recent statute change regarding the suspensions of students in grade 3 and younger. Administration will look into a report for suspensions for grades 4-12 and factor that into future reports and send information to the PAC. Staff from AIMS noted that there were about 368 suspensions in the prior year, and this year there were 99, which is a 300% change in data.
- Director Allen noted questions about teachers on board to make difficult decisions and de-escalations, as well as data around restorative practices. Response: Teachers do want their students in class, and also want their classes to run smoothly. We need to change the ways we do things, and we do have tough conversations with some teachers because they may not be aware of other practices. There's also a high level of respect for the administration and principal at AIMS to create a process. We are intentional about keeping schools about academics and centered around that becoming and belonging aspect. It's all about our students.
- Director Allen noted that the administration team at AIMS is demonstrating great leadership and thanked them for their work.
- Director Valliant noted questions about the data around high school students, including suspension rates. In comparing last year to date, it is the same reduction of 2%, with last year at 6% of student suspensions and this year, it is 4%. More information will also be provided if enrollment is down between 8th grade and high school in that period, as well as the loss of students between middle school and high school.
- Director Vue noted questions on the process since Superintendent Gothard is leaving the district and the ways in which to continue this important work. Response: It is a statutory requirement, and we want our students to succeed. The resolution process does include the superintendent through the Board, and the superintendent is the signatory on the resolution presented, and then it is presented to the Board. This process may be able to be changed through engagement with MDE to determine a different signatory, but the current process is the most common across the state.
 - Is there a concern because of the transition to an interim superintendent? Will it automatically be sent to the interim and his signatory? Response: Yes, and the PAC approves of that process.
 - It was also noted that in the search for an permanent superintendent, that there is awareness of the unique relationship with the AIPAC due to the political status.
- Director Vue also noted questions about the reporting and monitoring.
- Members of the AIPAC asked for support for a new location for the Indian Education office, so that it is easily accessible for families. They also noted questions about enrollment at AIMS and the impacts, as well as at what point they would receive an additional assistant principal.

7. ADJOURNMENT

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

The meeting adjourned at 9:27 p.m.

8. WORK SESSION

The Board then conducted a work session regarding B.I.G.G: Board Initiated Goals Governance.

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: May 21, 2024

TOPIC: Accept a Donation of Asthma Inhaler Spacers from Children’s Hospital

A. PERTINENT FACTS:

1. Inhaler spacers will be distributed to students district wide via the Health Office’s Licensed School Nurse and/or Health Assistant.
2. This donation is to help address racial and ethnic disparities specific to well controlled asthma, specifically among our Black student population.
3. 1,500 inhaler spacers will be donated to St. Paul Public Schools from Children’s Hospital of Minnesota, valued at \$7,500.
4. Health and Wellness will provide a report to Children’s Minnesota with a general description of our equity approach to distribution, which schools receive spacers and the high level demographics of those schools.
5. Requested by Rebecca Schmidt, 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 will allow the department of Health and Wellness to accept a donation of 1,500 inhaler spacers from Children’s Hospital - Minnesota by working with St. Paul Public Schools Health and Wellness staff.

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

DATE: May 21, 2024

TOPIC: Acceptance of Donation of Electric-Powered Landscape Equipment from The DeWalt Industrial Tool Company

A. PERTINENT FACTS:

1. Facilities would like to accept a donation of electric powered landscape equipment from The DeWalt Company.
2. This donation supports the District Energy Action Plan strategy E4: identify and convert gas-powered landscaping equipment to battery-powered. There are many reasons for updating our current gas-powered equipment fleet, the most notable being to stop the release of exhaust from gas-powered equipment.
3. The value of the donation is approximately \$6,000. The donation will allow Facilities to launch a pilot project to test electric-powered landscape equipment at 2 – 4 schools. This new equipment will allow us to compare two different brands.
4. This donation will meet the District Strategic Plan goals of program evaluation and resource allocation.
5. 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 acceptance of a gift of electric-powered landscape equipment from The DeWalt Industrial Tool Company.

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

DATE: May 21, 2024

TOPIC: Gift Acceptance from the Olga B. Hart Education Foundation

A. PERTINENT FACTS:

1. The Office of College and Career Readiness, Department of Graduation Progress and Acceleration would like to accept a monetary gift of \$14,000 from the Olga B. Hart Education Foundation.
2. This gift is to be used for the Olga B. Hart Education Foundation scholarships.
3. This project will meet the District Strategic Plan focus area of: College and Career Readiness.
4. This item is submitted by Beth Coleman, Assistant Director, Office of College and Career Readiness; Carita Green Executive Director of the Office of College and Career Readiness; and Andrew Collins, Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to accept the awarded gift.

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

DATE: May 21, 2024

TOPIC: Gift Acceptance from Tree Trust for Tree Planting

A. PERTINENT FACTS:

1. Tree Trust wishes to donate the labor, equipment and materials necessary to plant up to 40 trees at our Wheelock and Hazel Park sites, valued at approximately \$10,000.
2. The gift imposes no undue financial burden or obligation to the school district. Tree Trust will engage the Facilities department and school administration to determine the ideal number and location of trees to be planted. Tree Trust will also provide an educational and engagement opportunity for student stakeholder groups, at the direction of school leadership.
3. This donation meets the District Strategic Plan goals by aligning resource allocation to District priorities.
4. This donation at the Hazel Park site is in conjunction with establishing a memorial grove at the site.
5. 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 gift acceptance of up to 40 trees to be planted at the Wheelock and Hazel Park sites.

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

DATE: May 21, 2024

TOPIC: Gift Acceptance from New Life Presbyterian Church for Choral Risers

A. PERTINENT FACTS:

1. New Life Presbyterian Church wishes to donate 7 three-tier choral risers with back railing valued at approximately \$14,000, if new, to Horace Mann.
2. The gift imposes no undue financial burden or obligation to the school district. In-kind services by the District will be provided by the Facilities Department's custodial services and warehouse and distribution operations to receive, store, and set up the units.
3. This donation meets the District Strategic Plan goals by aligning resource allocation to District priorities.
4. 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 gift acceptance of 7 choral risers to Horace Mann.

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

DATE: May 21, 2024

TOPIC: Highland Park Senior High School Gift Acceptance of \$9,212.00

A. PERTINENT FACTS:

1. Highland Park Cross Country and Nordic Booster Club is donating \$9,212.00 to Highland Park Senior High School Athletics.
2. Funds will be distributed from Highland Park Senior High School Nordic ski budget 19-220-292-000-5096-A575.
3. Donation allows funding for two full-time coaches for the 2023-2024 Nordic ski team season.
4. This item is submitted by Dr. Winston Tucker, Principal; 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 accept the donation of \$9,212.00 from Highland Park Cross Country and Nordic Booster Club to fund two full-time coaches for the 2023-24 Nordic ski team season and that the Superintendent (designee) send a letter of appreciation to the Booster Club.

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

DATE: May 21, 2024

TOPIC: Request for Permission to Accept Grants from the Albertine Foundation

A. PERTINENT FACTS:

1. The Albertine Foundation, formerly known as the FACE Foundation, awards grants for projects that support and expand the burgeoning nationwide network of French bilingual programs in American public schools.
2. Saint Paul Public Schools has received a total of three awards, one each at Central High School, Hidden River Middle School, and L'Etoile du Nord French Immersion. These grants will fund educational materials, activities, and professional development related to strengthening French language education at these schools.
3. Saint Paul Public Schools will serve as fiscal agent for the project. Each of the three grants is for \$4,000, for a total of \$12,000.
4. This project will support the strategic focus area of Effective and Culturally Relevant Instruction.
5. These are continuing grant-funded projects.
6. This item is submitted by Abraham Teuber, Grants Assistant; Cherise Ayers, Principal of Central High School; Teresa Vibar, Principal of Hidden River Middle School; Sofia Bossard, Principal of L'Etoile du Nord French Immersion; Yeu Vang, Assistant Superintendent; Nancy Paez, 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 accept funds from the Albertine Foundation and to implement the project as specified in the award documents.

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

DATE: May 21, 2024

TOPIC: Request for Permission to Accept a Grant from the Friends of Groveland Parent Teacher Organization

A. PERTINENT FACTS:

1. The Friends of Groveland Parent Teacher Organization (PTO) has designed and fundraised for the construction of an outdoor classroom at Groveland Park Elementary School as a legacy gift to commemorate the 100th anniversary of the school.
2. The Friends of Groveland PTO will grant funds to SPPS to support the construction of the outdoor classroom project. The outdoor classroom will consist of a small seating/presentation area capable of hosting about 30-35 children for outdoor instruction as part of Groveland Park Elementary's school curriculum. The adjacent slope will allow for expanded seating capacity for family or community events, presentations or performances.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$87,000.
4. This project will support the strategic focus area of Family and Community Engagement, as well as Positive School and District Culture.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Sarah Lightner, Principal of Groveland Park Elementary; Nancy Páez, 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 accept funds from the Friends of Groveland PTO and to implement the project as specified in the award documents.

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

DATE: May 21, 2024

TOPIC: Request for Permission to Accept a Grant from the Minnesota Horticultural Society

A. PERTINENT FACTS:

1. The Minnesota Horticultural Society makes charitable contributions to support initiatives in line with their mission of cultivating a healthy, diverse, and sustainable community of gardeners in Minnesota.
2. The Minnesota Horticultural Society will provide grant funding to support the SPPS Grow Our Own Program of school gardens across the district. These funds will purchase materials and supplies needed to build school food gardens at Washington Technology Magnet, Nokomis North Montessori, and Txuj Ci HMong Language and Culture Upper Campus.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$6,000.
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; Stacy Koppen, Director of Nutrition Services; 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 accept funds from the MN Horticultural Society and to implement the project as specified in the award documents.

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

DATE: May 21, 2024

TOPIC: Request for Permission to Accept a Grant from Ramsey County Public Health

A. PERTINENT FACTS:

1. Ramsey County Public Health provides a range of services as it protects and improves the health of people and the environment in Ramsey County, including financial contributions through grants to local efforts in support of organizations with similar missions.
1. Ramsey County Public Health will provide funds to SPPS for *DiscoverU*, part of the Flipside Afterschool Program. Funds will be used to compensate staff time for training as well as to develop a mentoring program to promote staff development and retention.
2. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$20,000 through September 2024.
3. This project will support the strategic focus area of Positive School and District Culture.
4. This is a new grant-funded project.
5. This item is submitted by Abraham Teuber, Grants Assistant; Anthony Walker, Executive 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 accept a grant from Ramsey County Public Health and to implement the project as specified in the award documents.

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

DATE: May 21, 2024

TOPIC: Request for Permission to Accept a Grant from Ramsey County Public Health

A. PERTINENT FACTS:

1. Ramsey County Public Health provides a range of services as it protects and improves the health of people and the environment in Ramsey County, including financial contributions through grants to local efforts in support of organizations with similar missions.
2. SPPS has been offered a donation from Ramsey County Public Health to fund staff time and supplies for Nutrition Services, who will be promoting the summer meal program at Grand Old Day on June 2nd.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for \$5,000.
4. This project will support the strategic focus area of Family and Community Engagement.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Stacy Koppen, Director of Nutrition Services; 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 accept a grant from Ramsey County Public Health and to implement the project as specified in the award documents.

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

DATE: May 21, 2024

TOPIC: Request for Permission to Submit a Grant to the Dollar General Foundation's Youth Literacy Grant

A. PERTINENT FACTS:

1. The Dollar General Literacy Foundation provides grant funding to support literacy and education initiatives serving individuals of all ages. The Foundation funds nonprofit organizations, schools and libraries within a 15-mile radius of Dollar General stores in the states in which they operate. Schools, public libraries, and nonprofit organizations who help K-12 students that are below grade level or having trouble reading are eligible to apply.
2. Nokomis North Montessori has developed an application for the Youth Literacy Grant to fund the purchase of new science books and curriculum that emphasize the importance of literacy in science education and include differentiated instruction.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$2,000.
4. This project will support the strategic focus area of Effective and Culturally Relevant Instruction.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Theresa Thao-Yang, Principal of Nokomis North Montessori; Yeu Vang, 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 Dollar General Foundation's Youth Literacy 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: May 21, 2024

TOPIC: Request for Permission to Submit a Grant to the Minnesota Department of Education's Native Language Revitalization Grant

A. PERTINENT FACTS:

1. The Minnesota Department of Education (MDE) makes funding available to school districts, charter schools, and Tribal contract schools in Minnesota to provide language instruction in Dakota and Anishinaabe languages or another language indigenous to the United States or Canada. School districts, charter schools, and Tribal contract schools in Minnesota seeking to initiate or expand language instruction in Dakota and Anishinaabe languages or another language indigenous to the United States or Canada are eligible to apply. Eligible expenses include instructor recruitment, curriculum development and purchase, staff salaries (for new or increased staffing), and classroom materials and supplies.
2. While SPPS has created a strong infrastructure for Indigenous language acquisition in the district, currently, there are no language-focused curricula for children Birth to 5 and their families participating in Early Childhood Family Education or PreK programs. A lack of opportunities for this age group has created a major gap in cultivating skills and interest in Dakota and Ojibwe languages and developing a connection between families and the district. The proposed project will focus on providing opportunities for PreK students enrolled at American Indian Magnet School, Early Childhood Family Education courses tailored specifically for American Indian families, and continue to grow our online High School Indigenous Language courses.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$540,992 over two years.
4. This project will support the strategic focus areas of Effective and Culturally Relevant Instruction and Systemic Equity.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Carita Green, Executive Director of College and Career Pathways and School Supports; 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 Minnesota Department of Education's Native Language Revitalization 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: May 21, 2024

TOPIC: Request for Permission to Submit a Grant to the Minnesota Pollution Control Agency's Food Waste Reduction Grant

A. PERTINENT FACTS:

1. The Minnesota Pollution Control Agency has approximately \$4.5 million available to support prevention of wasted food and food rescue projects across the state. Organics make up about one third of the municipal waste stream in Minnesota. In line with the waste hierarchy, it is first preferable to prevent wasted food, followed by donating food to people. For this reason, this grant focuses specifically on prevention of wasted food and food rescue.
2. This project addresses the pressing issue of food waste in SPPS schools. Interventions will focus on two strategies 1) making food recovery a part of the culture in NS by creating an internal system of reliable, safe and measured food recovery and 2) preventing food waste by developing systems and procedures to track waste against goals that inform staff training needs. Successful implementation of this plan will save a projected 71 tons of food from the compost pile. By redirecting surplus food from school cafeterias to hunger relief partners in the community, we can simultaneously reduce the environmental impact of food waste and provide nutritious meals to those in need.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$924,000 over three years.
4. This project will support the strategic focus areas of Positive School and District Culture and Family and Community Engagement.
5. This is a new grant-funded project.
6. This item is submitted by Abraham Teuber, Grants Assistant; Stacy Koppen, Director of Nutrition Services; 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 Minnesota Pollution Control Agency's Food Waste Reduction 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: May 21, 2024

TOPIC: Request for Permission to Submit a Grant to Move Minnesota's Bike Rack Cost-Share Program

A. PERTINENT FACTS:

1. Move Minnesota offers a cost-share grant program to organizations within the city of St. Paul seeking to expand access to bike parking. Move Minnesota will reimburse up to half the cost of the purchase and installation of bike racks.
2. SPPS will pursue a cost-share grant with Move Minnesota to fund the expansion of bike parking at district buildings 1930 Como and the Student Placement Center.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$1,000 in 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; Kathryn Wallace, Assistant Director of Facilities; 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 Move Minnesota's bike rack cost-share 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: May 21, 2024

TOPIC: Request for Permission to Submit a Grant to Outride's Riding for Focus Grant Program

A. PERTINENT FACTS:

1. Riding for Focus (R4F) is a school-based rider education program run through the Outride organization. Developed as a result of Outride's initial research findings, R4F promotes cycling as an outlet for students to improve their cognitive, physical, and socio-emotional well-being. Public middle schools serving low-income communities can acquire R4F by applying for a program grant. Schools are provided with everything they need to get their 6th-8th grade students riding, including bikes, helmets, curriculum, teacher training, and an opportunity to attend the organization's annual gathering in Morgan Hill, CA.
2. Battle Creek Middle School has developed an application to receive the R4F grant as part of the school's physical education program. This will allow Battle Creek to provide students from low-income backgrounds with the opportunity to learn how to ride a bicycle and enjoy the benefits of physical health, mental health, social health, emotional health, and overall well-being that come with riding a bike.
3. The grant is for bikes, helmets, curriculum, and teacher training. No funding will be exchanged, and the grant program will last the duration of the 2024-25 school year.
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; Oulia Yang, Principal of Battle Creek Middle School; Nancy Páez, 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 Outride's Riding for Focus 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: May 21, 2024

TOPIC: Request for Permission to Submit to the United State Tennis Association's Community Tennis Grant

A. PERTINENT FACTS:

1. The United States Tennis Association supports programs nationwide that leverage tennis and education to help those in need.
2. Como Park Senior High School is currently undergoing a renovation of its eight tennis courts, funded by a donation of \$350,000 from former Como English teacher and tennis coach Kathy Dumas. This grant from the USTA would fund the purchase of new benches for the tennis court project.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$7,000 to be used in 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; Diana Brown, Principal of Como Park High School; 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 United States Tennis Association's Community Tennis 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: May 21, 2024

TOPIC: Resolution Supporting the Safe Routes to School Coordinator Grant

A. PERTINENT FACTS:

1. WHEREAS, the Minnesota Department of Transportation Safe Routes to School Program assists schools and communities by making it safer for children to walk and bike to school; and
2. WHEREAS, the Minnesota Department of Transportation Safe Routes to School Program solicits applications to enable school and communities to implement Safe Routes to School planning, implementation, and programmatic activities; and
3. WHEREAS, if Saint Paul Public Schools was awarded SRTS District Coordinator funds these grant funds would be used to provide planning and implementation assistance to local communities to develop Safe Routes to School initiatives that increase safety and encourage more children to walk and bicycle to school; and
4. WHEREAS; No local match funding is required; and
5. WHEREAS; SRTS programmatic activities will commence after the grant agreement is fully executed.
6. This item is submitted by Abraham Teuber, Grants Assistant; 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:

THEREFORE, BE IT RESOLVED:

1. That Saint Paul Public Schools authorizes the Superintendent to enter into a grant agreement with the Minnesota Department of Transportation for financial assistance to fund a Safe Routes to School Local Coordinator position and eligible expenses.
2. That the Superintendent is authorized to execute such Agreement and any amendments without further approval by the SPPS Board of Education.

Adopted and approved at a duly called meeting, this 21st day of May, 2024.

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

DATE: May 21, 2024

TOPIC: Approval of Contract for Indrotec

A. PERTINENT FACTS:

1. Indrotec has been used for temporary staffing services by the Facility and Nutrition Services Department starting since 2015 through the present.
2. The current contract has expired but there remains a need to have a temporary staffing contract in place with Indrotec to ensure continuity of staffing with currently placed temporary staff and to be able to address temporary workforce needs in the future.
3. The contract will be for a 2-year period with an option to renew for 1 year.
4. The annual costs can vary from year to year but the contract has a not to exceed amount of \$1,000,000 per year for a total of \$3,000,000.
5. This project will meet the Districts strategic plan focus area of Program Evaluation and Resource Allocation by providing resources to allow for continuity of operations among district operations.
6. This item is submitted by Brian Cihacek, Purchasing Manager, and Tom Sager, Executive Chief of Financial Services.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to execute a contract with Indrotec.

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

DATE: May 21, 2024

TOPIC: Contract Amendment #1 for BWBR Architects for the Johnson High School Athletic Improvements Project (Project # 1150-24-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the Johnson High School Athletic Improvements project. Additional services include the following:

- a. A geotechnical investigation and soil borings to analyze soil samples, discuss groundwater issues, and prepare recommendations for subgrade preparation and a pavement section.

2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter	December 19, 2023
#3 – Project Budget	October 2024 (anticipated)
#4 – Contract Award	February 2025 (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
\$4,950,000 - \$5,600,000	\$230,535	\$0	0%

4. The contract would be changed as follows:

	<u>Amount</u>	<u>% Change</u>
Original contract sum	\$215,035	-
Previous Amendments approved to date	\$0	-
The contract sum prior to this Amendment was	\$215,035	
Contract Amendment amount	\$9,000	4.2%
New contract sum including this Amendment	\$224,035	-

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

Funding Source	63 Amount

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

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 award of Amendment #1 for BWBR Architects in the amount of \$9,000 for the Johnson High School Athletic Improvements project (Project # 1150-24-01).

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

DATE: May 21, 2024

TOPIC: Contract Amendment #5 for DLR Architects for the Hidden River Middle School Renovation and Addition (Project # 3140-20-02)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the Hidden River Middle School Renovation and Addition project. Additional services include the following:
 - a. Addition of the technology scope at the Wilson building to modify existing system due to the renovation.
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	\$41,360,133	\$4,196,603	7.7%

4. The contract would be changed as follows:

	<u>Amount</u>	<u>% Change</u>
Original contract sum	\$2,630,730	-
Previous Amendments approved to date	\$462,811	17.6%
The contract sum prior to this Amendment was	\$3,093,541	-
Contract Amendment amount	\$7,700	0.2%
New contract sum including this Amendment	\$3,101,241	-

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 award of Amendment #5 for DLR Architects in the amount of \$7,700 for the Hidden River Middle School Renovation and Addition (Project # 3140-20-02).

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

DATE: May 21, 2024

TOPIC: Contract Amendment #1 for Knutson Construction 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. Final alignment of service to scope as approved at Gate Check 3, including structured cabling, a new cafeteria air handling unit (AHU), cooling for (2) AHUs, and fire alarm replacement.
 - b. Additional cost estimating and planning during design phase.
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	July 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	\$188,385	1.3%

4. The contract would be changed as follows:

	<u>Amount</u>	<u>% Change</u>
Original contract sum	\$766,541	-
Previous Amendments approved to date	\$0	-
The contract sum prior to this Amendment was	\$766,541	
Contract Amendment amount	\$129,575	16.9%
New contract sum including this Amendment	\$896,116	-

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

Funding Source	Amount
LTFM FY23-27	\$12,193,969
Capital Bonds FY23-27	\$2,546,031

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 award of Amendment #1 for Knutson Construction in the amount of \$129,575 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: May 21, 2024

TOPIC: Contract Amendment #4 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. Additional design services for one rooftop chiller, structural support and the associated 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	July 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	\$188,385	1.3%

4. The contract would be changed as follows:

	<u>Amount</u>	<u>% Change</u>
Original contract sum	\$449,375	-
Previous Amendments approved to date	\$123,440	27.5%
The contract sum prior to this Amendment was	\$572,815	
Contract Amendment amount	\$12,000	2.1%
New contract sum including this Amendment	\$584,815	-

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

Funding Source	Amount
LTFM FY23-27	\$12,193,969
Capital Bonds FY23-27	\$2,546,031

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 award of Amendment #4 for ATSR Planners, Architects, and Engineers in the amount of \$12,000 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: May 21, 2024

TOPIC: Contract Amendment #1 for BTR Architects the Cherokee Heights Elementary School Building Systems Replacements (Project # 2070-23-01)

A. PERTINENT FACTS:

1. This agenda item seeks approval for additional services on the Cherokee Heights Elementary School Building Systems Replacements project. Additional services include the following:
 - a. Special testing and investigation services for water intrusion.
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter	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)

3. 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	\$1,008,190	\$4,830	0.03%

4. The contract would be changed as follows:

	<u>Amount</u>	<u>% Change</u>
Original contract sum	\$1,003,360	-
Previous Amendments approved to date	\$0	-
The contract sum prior to this Amendment was	\$1,003,360	
Contract Amendment amount	\$6,500	0.6%
New contract sum including this Amendment	\$1,009,860	-

5. 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

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 award of Amendment #1 for BTR Architects in the amount of \$6,500 for the Cherokee Heights Elementary School Building Systems Replacements (Project # 2070-23-01).

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

DATE: May 21, 2024

TOPIC: Districtwide Playground Services Agreement Contract Extension

A. PERTINENT FACTS:

1. This Agreement provides all labor, material, equipment and services to perform playground installation, repair and excavation services on District playgrounds.
2. The original Agreement is in effect from April 23, 2019 through April 24, 2021, and contains the option to renew for up to three additional one-year terms.
3. This contract extension is for four months through August 31, 2024.
4. The value of this contract extension is estimated to be \$425,000.
5. The renewal information will be reviewed by the Purchasing Manager.
6. Funding will be provided from Long-Term Facilities Maintenance, Capital Bonds, and Certificates of Participation.
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 and Jackie Turner, Executive Chief of Administration and Operations.

B. RECOMMENDATION:

That the Board of Education authorize the four-month extension of RFP A216612-A Districtwide Playground Services for Willow Creek Nursery, LLC dba E3 Services for the estimated amount of \$425,000.

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

DATE: May 21, 2024

TOPIC: ITB#A224278-DW
Renewal Prime Vendor for Produce

A. PERTINENT FACTS:

1. The Saint Paul Public Schools' Nutrition Services Department has established a contract for the furnishing and delivery of produce with Bix Produce Company as primary vendor and Russ Davis Wholesale as secondary vendor.
2. The original contract was approved for a two-year period beginning July 1, 2022 through June 30, 2024 for the estimated value of \$1,800,000 for Bix Produce Company and \$1,200,000 for Russ Davis Wholesale.
3. The Nutrition Services Department requests authorization to renew the contract with Bix Produce Company as the primary vendor and Russ Davis Wholesale as the secondary vendor for a one-year period, beginning July 1, 2024 through June 30, 2025, for the estimated value of \$1,800,000 and \$1,200,000; respectively.
4. This contract will be reviewed by the Purchasing Manager, before any order is placed to ensure compliance with procurement statutory and policy requirements.
5. Funding will be provided from the Nutrition Services budget 02-005-680-701-6490-0000.
6. This project will provide students with nutritious meals to help the district meet its goal of ensuring high academic achievement for all students.
7. This item is submitted by Stacy Koppen, Nutrition Services Director, and Jackie Turner, Chief of Administration & Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the renewal of RFP#A224278-DW to Bix Produce Company as a primary vendor and to Russ Davis Wholesale as the secondary vendor for the furnishing and delivery of produce for the period of July 1, 2024 through June 30, 2025, for the estimated value of \$1,800,000 and \$1,200,000; respectively.

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

DATE: May 21, 2024

TOPIC: ITB#A224279-DW
Renewal Petite Bananas

A. PERTINENT FACTS:

1. The Saint Paul Public Schools' Nutrition Services Department has established a contract for furnishing and delivery of Petite Bananas with Russ Davis Wholesale.
2. The original contact was approved for a two-year period, beginning July 1, 2022 through June 30, 2024 for the estimated value of \$245,000 per year.
3. The Nutrition Services Department requests authorization to renew the contract with Russ Davis Wholesale for a one-year period beginning July 1, 2024 through June 30, 2025 for the estimated value of \$245,000.
4. This contract will be reviewed by the Purchasing Manager, before any order is placed to ensure compliance with procurement statutory and policy requirements.
5. Funding will be provided from the Nutrition Services budget 02-005-680-701-6490-0000.
6. This project will provide students with nutritious meals to help the district meet its goal of ensuring high academic achievement for all students.
7. This item is submitted by Stacy Koppen, Nutrition Services Director, and Jackie Turner, Chief of Administration & Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the renewal of ITB#A224279-DW to Russ Davis Wholesale, Inc. for furnishing and delivery of Petite Bananas for the period of July 1, 2024 through June 30, 2025, for an estimated value of \$245,000.

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

DATE: May 21, 2024

TOPIC: RFP#A218951-A
Renewal Prime Vendor for Groceries

A. PERTINENT FACTS:

1. The Saint Paul Public Schools' Nutrition Services Department has established a contract for furnishing and delivery of groceries with Indianhead Food Distributor.
2. The original contact was approved for a two-year period, beginning July 1, 2020 through June 30, 2022 for the estimated value of \$6,500,000 annually. The contract was renewed for a one-year period beginning, July 1, 2022 through June 30, 2023 for an estimated value of \$6,500,000. The contract was renewed again for a one-year period beginning July 1, 2023 through June 30, 2024 for an estimated value or \$6,500,000.
3. The Nutrition Services Department requests authorization to renew the contract with Indianhead Food Distributor for a one-year period, beginning July 1, 2024 through June 30, 2025, for the estimated value of \$6,500,000.
4. This contract will be reviewed by the Purchasing Manager, before any order is placed to ensure compliance with procurement statutory and policy requirements
5. Funding will be provided from the Nutrition Services budget 02-005-680-701-6490-0000.
6. This project will provide students with nutritious meals to help the district meet its goal of ensuring high academic achievement for all students.
7. This item is submitted by Stacy Koppen, Nutrition Services Director, and Jackie Turner, Chief of Administration & Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the renewal of RFP #A218951-A to Indianhead Food Distributor for furnishing and delivery of groceries for the period of July 1, 2024 through June 30, 2025, for an estimated value of \$6,500,000.

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

DATE: May 21, 2024

TOPIC: RFP#A219429-A
Renewal Prime Vendor for Non-Food Supplies

A. PERTINENT FACTS:

1. The Saint Paul Public Schools' Nutrition Services Department has established a contract for furnishing and delivery of non-food supplies with Trio Supplies.
2. The original contract was approved for a two-year period, beginning July 1, 2020 through June 30, 2022, for the estimated value of \$600,000 annually. The contract was renewed for a one-year period, beginning July 1, 2022 through June 30, 2023 for an estimated value of \$600,000. The contract was renewed again for a one-year period, beginning July 1, 2023 through June 30, 2024 for an estimated value of \$600,000.
3. The Nutrition Services Department requests authorization to renew a contract with Trio Supplies. for a one-year period, beginning July 1, 2024 through June 30, 2025, for the estimated value of \$600,000.
4. This contract will be reviewed by the Purchasing Manager, before any order is placed to ensure compliance with procurement statutory and policy requirements
5. Funding will be provided from the Nutrition Services budget 02-005-680-707-6401-0000.
6. This project will provide students with nutritious meals to help the district meet its goal of ensuring high academic achievement for all students.
7. This item is submitted by Stacy Koppen, Nutrition Services Director, and Jackie Turner, Chief of Administration & Operations Officer.

B. RECOMMENDATION:

That the Board of Education authorize the renewal of RFP#A219429-A with Trio Supplies for furnishing and delivery of non-food supplies for the period of July 1, 2024 through June 30, 2025, for an estimated value of \$600,000.

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

DATE: May 21, 2024

TOPIC: RFP # A20-0547-A
Amendment of Request for Yellow Bus Transportation

A. PERTINENT FACTS:

1. The Saint Paul Public Schools' Transportation Department has established a contract for yellow bus services with seven bus contractors.
2. The original contract was approved for school year 2023-24, beginning July 1, 2023, through August 31, 2024. The total value established for Bille Bus was \$ 2,836,325. The total value established for First Student was \$11,453,142. The total value established for Monarch was \$2,257,000.
3. The Transportation Department requests authorization to amend the contract to increase the established amount by:
 - a. \$1,800,000 to \$4,636,325.00 for Bille Bus.
 - b. \$1,500,000 to \$12,953,142.00 for First Student.
 - c. \$400,000 to \$2,657,500 for Monarch Bus.

This increase will accommodate Transportation and SPPS district decision to return yellow bus service to Como High School. Bille Bus and First Student were also awarded more service at the start SY 2023/24 due to lack of drivers with other providers.
4. This amendment request will be reviewed by Brian Cihacek, Purchasing Manager.
5. Funding will be provided from Transportation budget 03-005-760-720-6360-7600 and 03-005-760-723-6360-7600.
6. This project will provide students with a safe and consistent ride into school to help the district meet its goal of ensuring high academic achievement for all students.
7. This item is submitted by Benjamin Harri, Transportation Director, and Jackie Turner, Executive Chief of Administration and Operations.

B. RECOMMENDATION:

That the Board of Education authorize the amendment of RFP # A20-0547-A to increase the dollar amount of the contracts with Bille Bus by \$1,800,000, First Student by \$1,500,000, and Monarch by \$400,000 for transporting students to and from school.

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

DATE: May 21, 2024

TOPIC: RFP # 23-3660-JG
Amendment of Request for Type III Transportation

A. PERTINENT FACTS:

1. The Saint Paul Public Schools' Transportation Department has established a contract for Type III Transportation services with six van contractors.
2. The original contract was approved for school year 2023-24, beginning July 1, 2023, through August 31, 2024. The total value established for Bille Bus was \$200,000. The total value established for United Transportation was \$750,000. The total value established for Universal Transportation was \$2,000,000.
3. The Transportation Department requests authorization to amend the contract to increase the established amount by:
 - a. \$390,000 to \$590,000 for Bille Bus.
 - b. \$775,000 to \$1,525,000 for United.
 - c. \$82,000 to \$2,082,000 for Universal.

This increase will accommodate Transportation, SPPS district, and the Specialized Services Department to transport students to and from school with IEP's and to maintain connections to their home school. Bille Bus and United Transportation were also awarded more service at the start SY 2023/24 due to lack of specialized equipment with other providers.
4. This amendment request will be reviewed by Brian Cihacek, Purchasing Manager.
5. Funding will be provided from Transportation budget 03-005-760-723-6360-0000 and 03-005-760-728-6360-000.
6. This project will provide students with a safe and consistent ride into school to help the district meet its goal of ensuring high academic achievement for all students.
7. This item is submitted by Benjamin Harri, Transportation Director, and Jackie Turner, Executive Chief of Administration and Operations.

B. RECOMMENDATION:

That the Board of Education authorize the amendment of RFP # 23-3660 to increase the dollar amount of the contracts with Bille Bus by \$390,000 to \$590,000, United Transportation by \$775,000 to \$1,525,000, and Universal Transportation by \$82,000 to \$2,082,000 for transporting students to and from school.

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

DATE: May 21, 2024

TOPIC: Reauthorization of Saint Paul Public Schools Adult Basic Education to work in conjunction with and to act as fiscal agent for Literacy Minnesota and Saint Paul Community Literacy Consortium (SPCLC) and related management contract for the consortium for the 2024-2025 school year. The cost of the management contract is approximately \$178,000.

A. PERTINENT FACTS:

1. The following services will be provided by Literacy Minnesota on a contractual basis with SPPS (fiscal agent for SPCLC):
 - Coordination and facilitation of SPCLC activities
 - SID database support
 - Professional teacher mentoring and support
 - Professional development support
 - Assistance with development and implementation of distance learning programming
2. This project will meet the District strategic plan focus area(s) of College and Career Paths and Family and Community Engagement.
3. This item is submitted by Renada Rutmanis, Adult Basic Education Supervisor; Anthony Walker, Community Education Director; and Jackie Turner, Executive Chief of Administration and Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to approve the Agreement between Saint Paul Public Schools and Literacy Minnesota for the Management Contract of the Saint Paul Community Literacy Consortium.

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

DATE: May 21, 2024

TOPIC: Request to Sign the Contract between BestPrep and SPPS

A. PERTINENT FACTS:

1. Request to sign the contract between BestPrep and Saint Paul Public Schools
2. BestPrep has a longstanding relationship with SPPS. BestPrep and SPPS currently have a fully executed multi-year partnership agreement through 6/30/2024. This new contract would extend our partnership through June 30, 2028.
3. BestPrep bridges the gap between school and students' future careers by: 1. Offering programs to develop and improve students' business, career, and financial literacy skills; 2. Creating and implementing innovative educational programs; forming strong relationships with business and education and acting as the catalyst in linking them together; 3. Developing programs that support the needs of students who are economically disadvantaged; 4. Providing leadership in enhancing the quality of financial, career and business education.
4. BestPrep programming is available to students in grades 4-12 at participating schools.
5. There is no cost to SPPS students or staff for participating in BestPrep programming.
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 & Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the contract between BestPrep and Saint Paul Public Schools.

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

DATE: May 21, 2024

TOPIC: Approval to Enter into a Joint Powers Agreement for Joint Disparity Study

A. PERTINENT FACTS:

1. Since 2017, the State of Minnesota has entered into Joint Powers Agreements with local agencies to complete disparity studies of their purchasing processes and expenditures. A disparity study is a tool which is used to determine if government agencies are engaged in purchasing behaviors that create a disparity in spending with targeted groups. In 2022, the State of Minnesota engaged local public entities, including Saint Paul Public Schools to either update the results of their 2017 disparity study or complete an initial disparity study as part of a large group. Staff from Saint Public Schools were involved in the review and selection of the vendor for the joint disparity study and are asking for approval to enter into the Joint Powers Agreement with the State of Minnesota to complete the joint disparity study .
2. This disparity study will provide baseline data for the evaluation of current effectiveness of purchasing processes and expenditures among targeted groups. This data will be used to engage in process improvements to reduce disparities. The data from the disparity will also inform process improvements for the Board equal opportunity procurement policy (Policy 713.00).
3. The study has an estimated completion date of June 30, 2025.
4. The cost of this contract is \$35,847.00
5. This project will meet the District strategic plan focus area(s) of Program Evaluation and Resource Allocation
6. This item is submitted by Brian Cihacek, Purchasing Manager, and Tom Sager, Executive Chief of Financial Services.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (or designee) to execute the joint powers agreement.

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

DATE: May 21, 2024

TOPIC: Memorandum of Understanding between Breakthrough Twin Cities and Saint Paul Public Schools

A. PERTINENT FACTS:

1. This MOU serves as an agreement detailing the partnership between Breakthrough Twin Cities and the Saint Paul Public Schools. This MOU is effective June 24, 2024 through August 2, 2024.
2. There is no cost to SPPS students for participating.
3. In order to be eligible for the program, students must be in grades six through eight at a Saint Paul Public School during the 2023-2024 school year. There is no minimum GPA threshold to participate. Programming begins the summer before the students' seventh grade year. Due to limited capacity, the application process and participant selection is competitive. Breakthrough Twin Cities will collaborate with the Department of Alternative Education regarding the summer programming details.
4. This programming aligns with the District's long-term outcome of preparing all graduates for college, career and life. SPPS and Breakthrough desire to enter into this agreement to provide SPPS students with the opportunity to participate in a college preparation and career readiness program during the summer of 2024.
5. This item is submitted by Kyle Kane, K-8 Assistant Director of the Department of Alternative Education; Adam Kunz, Assistant Superintendent Schools and Learning; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the Memorandum of Understanding with Breakthrough Twin Cities.

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

DATE: May 21, 2024

TOPIC: Memorandum of Understanding between InterFaith Action of Greater Saint Paul and Saint Paul Public Schools

A. PERTINENT FACTS:

1. This MOU serves as an agreement detailing the partnership between InterFaith Action of Greater Saint Paul and the Saint Paul Public Schools. This MOU is effective through July 26, 2024.
2. There is no cost to SPPS students for participating.
3. In order to be eligible for the program, students must be in grades kindergarten through four during the 2023-24 school year.
4. This programming aligns with the District's long-term outcome of decreasing disparities in achievement based on race, ethnicity, culture and identity. SPPS and InterFaith Action of Greater Twin Cities desire to enter into this agreement to provide SPPS students with the opportunity to participate in a American Indian Language and Culture program.
5. This item is submitted by Kyle Kane, K-8 Assistant Director of the Department of Alternative Education; Adam Kunz, Assistant Superintendent Schools and Learning; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the Memorandum of Understanding with InterFaith Action of Greater Twin Cities.

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

DATE: May 21, 2024

TOPIC: Memorandum of Understanding between Project Scientist and Saint Paul Public Schools

A. PERTINENT FACTS:

1. This MOU serves as an agreement detailing the partnership between Project Scientist and the Saint Paul Public Schools. This MOU is effective through July 26, 2024.
2. There is no cost to SPPS students for participating.
3. In order to be eligible for the program, students must be in grades sixth through eighth at a Saint Paul Public School during the 2023-24 school year.
4. This programming aligns with the District's long-term outcome of preparing all graduates for college, career and life. SPPS and Project Scientist desire to enter into this agreement to provide SPPS students with the opportunity to participate in a college preparation and career readiness program.
5. This item is submitted by Kyle Kane, K-8 Assistant Director of the Department of Alternative Education; Adam Kunz, Assistant Superintendent Schools and Learning; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the Memorandum of Understanding with Project Scientist.

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

DATE: May 21, 2024

TOPIC: Memorandum of Understanding between Saint Paul Promise Neighborhood and Saint Paul Public Schools

A. PERTINENT FACTS:

1. This MOU serves as an agreement detailing the partnership between Saint Paul Promise Neighborhood and the Saint Paul Public Schools. This MOU is effective through July 26, 2024.
2. There is no cost to SPPS students for participating.
3. In order to be eligible for the program, students must be in grades kindergarten through four during the 2023-24 school year.
4. This programming aligns with the District's long-term outcome of decreasing disparities in achievement based on race, ethnicity, culture and identity. SPPS and Saint Paul Promise Neighborhood desire to enter into this agreement to provide SPPS students with the opportunity to participate in the Power Scholars program.
5. This item is submitted by Kyle Kane, K-8 Assistant Director of the Department of Alternative Education; Adam Kunz, Assistant Superintendent Schools and Learning; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the Memorandum of Understanding with Saint Paul Promise Neighborhood.

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

DATE: May 21, 2024

TOPIC: Memorandum of Understanding between U of M College of Mechanical Engineering, College of Design and Saint Paul Public Schools

A. PERTINENT FACTS:

1. This MOU serves as an agreement detailing the partnership between U of M College of Mechanical Engineering, College of Design and the Saint Paul Public Schools. This MOU is effective through July 26, 2024.
2. There is no cost to SPPS students for participating.
3. In order to be eligible for the program, students must be in grades sixth through eighth at a Saint Paul Public School during the 2023-24 school year.
4. This programming aligns with the District's long-term outcome of preparing all graduates for college, career and life. SPPS and Project Scientist desire to enter into this agreement to provide SPPS students with the opportunity to participate in a college preparation and career readiness program.
5. This item is submitted by Kyle Kane, K-8 Assistant Director of the Department of Alternative Education; Adam Kunz, Assistant Superintendent Schools and Learning; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to sign the Memorandum of Understanding with U of M College of Mechanical Engineering, College of Design.

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

DATE: May 21, 2024

TOPIC: Resolution to Host Americorps Member from The Minnesota Greencorps for the 2024-2025 Program Year

A. PERTINENT FACTS:

1. The District is working to decrease waste and energy use in the district through benchmarking and assessment, student and staff engagement and education, and the implementation of conservation measures.
2. Minnesota GreenCorps is a statewide program that places AmeriCorps members with educational institutions around Minnesota, where they will serve for 11 months on focused environmental projects. The program is coordinated by the Minnesota Pollution Control Agency.
3. The District would host the Minnesota GreenCorps to assist current staff with sustainability efforts; the cafeteria organics program, school gardens and implementing the District Energy Action Plan by engaging staff and students in conservation best practices.
4. This is a no cost initiative for the District. Funding is provided through a grant from ServeMinnesota and the Corporation for National and Community Service.
5. The GreenCorps member would be supervised by the District's Environmental Services Group.
6. This initiative 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, and Jackie Turner, Executive Chief of Administration and Operations

B. RECOMMENDATION:

That the Board of Education authorize the signature of a host site agreement with the Minnesota Pollution Control Agency to carry out the Minnesota GreenCorps member activities specified therein and to comply with all of the terms, conditions, and matching provisions of the host site agreement.

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

DATE: May 21, 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 March 1, 2024- March 31, 2024

(a) General Account	#771540-772670	\$61,601,992.98
	#0005204-0005220	
	#7005141-7005167	
	#0009885-0010059	
(b) Construction Payments	- 0 -	\$4,665,377.84
(c) Debt Service	- 0 -	<u>\$7,000.00</u>
		\$66,274,370.82

Included in the above disbursements are two payrolls in the amount of \$47,454,490.38 and overtime of \$298,521.30 or 0.63% 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 September 30, 2024

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

DATE: May 21, 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 May 29, 2024, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

HUMAN RESOURCE TRANSACTIONS

April 1, 2024 – April 30, 2024

May 21, 2024

NEW APPOINTMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Thein, J.	Superintendency	05/18/2024	\$110.58	Colborne Admin Offices
Franks, L.	Principal	06/29/2024	\$64.48	Global Arts Plus - Lwr
Palmer, K.	Education Assistant	04/20/2024	\$23.95	1780 West 7th St
Yang, C.	Clerical	04/13/2024	\$26.84	Colborne Admin Offices

PROMOTION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Manzo, C.	Teaching Assistant From: Nutrition Services	04/13/2024	\$20.89	Chelsea Heights Elem
Menchaca, A.	Clerical Career Progression	04/27/2024	\$38.54	Transportation Services
McKenzie, K.	Custodian Career Progression	03/30/2024	\$28.52	Bruce F Vento Elem
Smith, A.	Custodian Career Progression	04/06/2024	\$28.52	American Indian Magnet
Chang, D.	Professional Employee From: Clerical	04/13/2024	\$32.72	Colborne Admin Offices
Kurtz, N.	Supervisory From: Central Administrator	04/06/2024	\$67.83	Como Service Center

TEMPORARY APPOINTMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Lake, E.	Classroom Teacher	04/13/2024	\$31.25	Groveland Park Elem

LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Andrighetti, B.	Classroom Teacher	08/26/2024	E-STEM Middle
Bovis, S.	Classroom Teacher	04/15/2024	Open World Learning
Engelstad, L.	Classroom Teacher	08/26/2024	Murray Middle
Knight-De Leon, K.	Classroom Teacher	08/26/2024	Cherokee Heights
Nosich, M.	Classroom Teacher	04/02/2024	Four Seasons A+
Sullivan, C.	Classroom Teacher	04/15/2024	Frost Lake Elem
Henning, C.	Classroom Teacher	04/15/2024	Nokomis Montessori North
Sorensen, L.	Classroom Teacher	03/04/2024	Hazel Park Preparatory Academy
Marass, L.	Classroom Teacher	08/26/2024	Harding Senior High
Bei, M.	Education Assistant	04/08/2024	Crossroads Montessori

HUMAN RESOURCE TRANSACTIONS

April 1, 2024 – April 30, 2024

May 21, 2024

LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Beshah, E.	Education Assistant	04/15/2024	Global Arts Plus - Lwr
Cha, X.	Education Assistant	04/15/2024	Colborne Admin Offices
Dino, M.	Education Assistant	02/28/2024	Como Service Center
Eguia Montalvo, B.	Education Assistant	04/04/2024	Humboldt Secondary
Rankin, L.	Teaching Assistant	03/21/2024	Highland Park Senior High
Daye, W.	Clerical	03/26/2024	Battle Creek Middle
Sullivan, R.	Clerical	03/11/2024	Colborne Admin Offices
Ortega Castro, A.	Nutrition Services	04/18/2024	E-STEM Middle

REHIRE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Winkler, F.	Education Assistant	04/13/2024	\$28.03	1780 West 7th St
Juracich, S.	Custodian	04/13/2024	\$29.50	Como Park Senior High

REINSTATEMENT FROM LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Abdullahi, E.	Classroom Teacher	04/01/2024	Colborne Admin Offices
Eggert, M.	Classroom Teacher	04/15/2024	Farnsworth Aerospace Upr
Gryska, A.	Classroom Teacher	04/01/2024	Washington Tech Middle
Hannon, C.	Classroom Teacher	04/03/2024	Global Arts Plus - Upr
Harvey, D.	Classroom Teacher	04/01/2024	Nokomis Montessori North
Vanyo, R.	Classroom Teacher	04/18/2024	Global Arts Plus - Upr
Zurbey, H.	Classroom Teacher	04/01/2024	Bruce F Vento Elem
Lee, Y.	Classroom Teacher	04/01/2024	Harding Senior High
Al-Ahad, S.	Classroom Teacher	04/15/2024	Murray Middle
Dam, E.	Classroom Teacher	04/01/2024	Jie Ming Mandarin Immrsn Academy
Dino, M.	Education Assistant	04/15/2024	Como Service Center
Ventura Diaz, D.	Education Assistant	04/15/2024	Virtual Learning 9-11
Bock, R.	Teaching Assistant	04/24/2024	Eastern Heights Elem

REINSTATEMENT FROM LEAVE OF ABSENCE

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Boyd, L.	Teaching Assistant	04/17/2024	Humboldt Secondary
Olin, M.	Teaching Assistant	04/01/2024	Johnson Senior High

HUMAN RESOURCE TRANSACTIONS**April 1, 2024 – April 30, 2024****May 21, 2024****REINSTATEMENT FROM LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Rankin, L.	Teaching Assistant	04/22/2024	Highland Park Senior
Arias-Avina, S.	Clerical	04/15/2024	Central Senior High
Cruz-Trevino, A.	Clerical	04/15/2024	Murray Middle
Hernandez, A.	Nutrition Services	04/15/2024	Rondo Education Center
Her, R.	Operations	03/28/2024	Como Service Center
Doherty, K.	Pipe Fitter	04/02/2024	Como Service Center

RECISION OF RESIGNATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Sheikh, F.	Teaching Assistant	04/06/2024	\$22.55	Battle Creek Middle

RETIREMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Buethe, P.	Classroom Teacher	05/01/2024	Journeys Secondary
Farley, B.	Classroom Teacher	04/23/2024	Benjamin Mays/Museum
Pappas, K.	Classroom Teacher	06/15/2024	Four Seasons A+
Ethier, C.	Teaching Assistant	06/15/2024	Early Learning Hub - West
Hammer, B.	Teaching Assistant	06/15/2024	Como Park Elem
Kipka, M.	Teaching Assistant	06/12/2024	Humboldt Secondary
Nuechterlein, K.	Teaching Assistant	06/12/2024	Highland Park Elem
McMahon, J.	Custodian	07/27/2024	International Academy - LEAP
Nelson, L.	Nutrition Services	09/01/2024	Rondo Education Center
Sevlie, S.	Professional Employee	12/04/2024	Como Service Center

RESIGNATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Gothard, J.	Superintendency	05/17/2024	Colborne Admin Offices
Ross, R.	Central Administrator	07/01/2024	1780 W. 7th Street
Cannon, J.	Classroom Teacher	04/19/2024	Benjamin Mays/Museum
Carlson, K.	Classroom Teacher	06/15/2024	Frost Lake Elem
Casper, E.	Classroom Teacher	06/15/2024	Capitol Hill Magnet
Marinello, L.	Classroom Teacher	06/15/2024	Washington Tech Middle
Pejsa, L.	Classroom Teacher	06/22/2024	1780 W. 7th Street
Schuchman, P.	Classroom Teacher	05/03/2024	Humboldt Secondary

HUMAN RESOURCE TRANSACTIONS**April 1, 2024 – April 30, 2024****May 21, 2024****RESIGNATION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Weller, A.	Classroom Teacher	04/13/2024	Farnsworth Aerospace Lwr
Fruechte, L.	Classroom Teacher	06/15/2024	International Academy - LEAP
Hu, J.	Classroom Teacher	06/15/2024	Wellstone Elem
Vue, C.	School/Community Professional	03/29/2024	Ronald M Hubbs Center
Yang, P.	School/Community Professional	04/20/2024	Washington Tech High
Courtright, V.	Education Assistant	06/15/2024	Nokomis Montessori South
Klo, L.	Education Assistant	04/26/2024	Bruce F Vento Elem
Pflugh, S.	Education Assistant	06/11/2024	Humboldt Secondary
Prasad, J.	Education Assistant	04/24/2024	Colborne Admin Offices
Califf, M.	Teaching Assistant	06/11/2024	Global Arts Plus - Upr
Castor, J.	Teaching Assistant	04/13/2024	Como Park Elem
Church, R.	Teaching Assistant	04/19/2024	Crossroads Montessori
Filipek Johnson, C.	Teaching Assistant	06/15/2024	Como Park Elem
James, B.	Teaching Assistant	04/13/2024	Como Park Elem
Kelly, C.	Teaching Assistant	06/11/2024	Riverview Dual Immrsn
Maciel, R.	Teaching Assistant	04/28/2024	Farnsworth Aerospace Lwr
Peterson, E.	Teaching Assistant	06/11/2024	JJ Hill Montessori Magnet
Sheikh, F.	Teaching Assistant	06/11/2024	Battle Creek Middle
Young, A.	Teaching Assistant	06/08/2024	Early Learning Hub - West
Young, D.	Teaching Assistant	06/11/2024	Early Learning Hub - West
Williams-McPherson, D	Clerical	04/20/2024	Colborne Admin Offices
Bitney, D.	Custodian	06/15/2024	Hamline Elem
Brown, G.	Custodian	05/04/2024	Humboldt Secondary
Manning, C.	Custodian	04/26/2024	Adams Spanish Immrsn Magnet
Martens, J.	Custodian	06/16/2024	Global Arts Plus - Upr
Aanenson, A.	Nutrition Services	03/06/2024	L Etoile du Nord French Immrsn
Bushway, L.	Nutrition Services	04/05/2024	Daytons Bluff Achievement Plus

HUMAN RESOURCE TRANSACTIONS**April 1, 2024 – April 30, 2024****May 21, 2024****RESIGNATION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Marose, C.	Nutrition Services	04/07/2024	The Heights
Clark, A.	Professional Employee	04/15/2024	Colborne Admin Offices
Corey, A.	Professional Employee	05/04/2024	Colborne Admin Offices
Gutierrez, A.	Professional Employee	04/24/2024	Colborne Admin Offices
Heuckendorf, A.	Supervisory	04/13/2024	1780 West 7th St
Huiett, K.	Supervisory	04/27/2024	Como Service Center

TERMINATION

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>
K., D.	Education Assistant	04/05/2024
K., O.	Education Assistant	04/09/2024
N., C.	Education Assistant	04/05/2024
T., T.	Education Assistant	04/26/2024
K., D.	Teaching Assistant	04/04/2024
P., M.	Teaching Assistant	03/22/2024
R., C.	Teaching Assistant	04/24/2024
U., D.	Teaching Assistant	03/30/2024
W., S.	Teaching Assistant	04/24/2024
W., C.	Teaching Assistant	04/20/2024
W., T.	Teaching Assistant	04/20/2024
E., T.	Clerical	04/12/2024
G., G.	Clerical	04/16/2024
W., C.	Clerical	04/20/2024
A., J.	Nutrition Services	04/17/2024
B., L.	Nutrition Services	04/18/2024
S., T.	Nutrition Services	03/19/2024

TERMINATION OF TEMPORARY EMPLOYMENT

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>
H., P.	Classroom Teacher	06/15/2024
L., E.	Classroom Teacher	06/15/2024
T., W.	Classroom Teacher	06/15/2024

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

DATE: May 21, 2024

TOPIC: 2024 Facilities Radon Testing Results

A. PERTINENT FACTS:

1. Per MN §123B.571, a school District may complete routine radon testing every five (5) years, or after major renovation work and ventilation equipment modifications.
2. The findings shall be reported to the Board of Education and the Minnesota Department of Health.
3. The Facilities Department has a radon testing plan that is in accordance with the Minnesota Department of Health 'Radon Testing Plan.'
4. This item meets the District Strategic Plan goals by aligning Program Evaluation and Resource Allocation to District priorities.
5. This item is presented by John Elling, Environmental Services Manager, and Tom Parent, Executive Director of Operations and Administration.

B. RECOMMENDATION:

If optional radon testing is undertaken, the District is required by law to report the results to the Board of Education. This agenda item fulfills that reporting requirement.

Saint Paul Public Schools 2024 Short-term Radon Testing Results

In January and February 2024, the buildings listed in the table below were tested for radon by the Institute for Environmental Assessment, Inc (IEA). Radon is a naturally occurring colorless and odorless gas that can enter buildings from the underlying soil and build up to levels that are unsafe. Pursuant Minnesota State Statute 123B.571, school districts may do routine radon testing a minimum of every five years and after major HVAC renovation work.

Below are the results of the radon testing that was conducted in winter 2023/2024. The U.S. Environmental Protection Agency (EPA) and MDH recommend additional investigation when a space measures 4.0 picocuries per liter (pCi/L) or higher. All rooms tested below 4.0 pCi/L during occupied hours. No additional action is necessary.

Saint Paul Public Schools – 2024 Radon Testing – Range of Results

Building Name	Total Samples	Passing Samples			Samples Requiring Follow-up Testing
		0.0 – 1.9 pCi/L	2.0 – 2.9 pCi/L	3.0 – 3.9 pCi/L	≥ 4 pCi/L
Jie Ming Mandarin Immersion	44	44	0	0	0
Johnson Senior High	143*	140	0	0	0
Maxfield Elementary	63	63	0	0	0

*Note: Three (3) radon test kits were missing, causing the Total Samples to exceed the reported samples in the table. The number of missing test kits did not exceed allowance in the ANSI/AARST MA-MFLB 2023 standard.

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

DATE: May 21, 2024

TOPIC: Approval of Renewal of Membership in the Minnesota State High School League

A. PERTINENT FACTS:

1. The Minnesota State High School League the Board of Education to adopt the attached Resolution in order to renew the School District's schools membership in the Minnesota State High School League (MSHSL). It must be submitted to the MSHSL by July 31, 2024.
2. There is no cost to the District.
3. This item will meet the District target area goals of accelerating the path to excellence.
4. This item is submitted by Mary Kasper, Athletic Department Specialist; and Andrew Collins, Executive Chief of Schools and Learning.

B. RECOMMENDATION:

That the Board of Education adopt the attached resolution to renew the School District's participating schools' membership In the Minnesota State High School League. The schools are: Central HS, Como Park HS, Creative Arts Secondary, Harding HS, Highland Park HS, Humboldt HS, Johnson HS, Open World Learning (OWL) Community, and Washington Technology Magnet HS.



**2024-2025 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE
Membership Renewal Form**

This form must be completed once for each school in the district.

Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2024. Retain one copy for the school files.

RESOLVED, that the Governing Board or Entity of _____ (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and to participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

(Designated School Board Member – please print)

(Designated School Representative – please print)

Email Address

Email Address

208.02 ACTIVITY REPRESENTATIVES

(Boys Sports – please print)

(Girls Sports – please print)

(Speech – please print)

(Music – please print)

101

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

(Board Member—please print)

(Student—please print)

(Parent—please print)

(Faculty Member—please print)

(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Print Name: _____

(Clerk/Secretary - Local Governing Board)

Print Name: _____

(Superintendent or Head of School)

Signed: _____

(Clerk/Secretary - Local Governing Board)

Signed: _____

(Superintendent or Head of School)

Date: _____

Date: _____

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

DATE: May 21, 2024

TOPIC: Phase Gate Approval of FY22 Flooring Replacement Program at Wilson, Harding Senior High, Rondo Complex, Hubbs Center, Focus Beyond, (Project # 0225-22-01): Gate #5.2 – Project Final Fiscal Close-out

A. PERTINENT FACTS:

1. This agenda item seeks acceptance of report for the FY22 Flooring Replacement Program at Wilson, Harding Senior High, Rondo Complex, Hubbs Center, Focus Beyond at the following gate check(s):
 - a. Gate #5.2 – Project Final Fiscal Close-out
2. This project is complete and all associated contracts have been paid in full.

Project Milestone	Dates
Design Start	February 2022
Bidding / Procurement	May 2022
Construction Start	June 2022
Substantial Completion (Occupancy)	August 2023
Final Close-Out	May 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 4% below the Board approved project budget.
4. The Project gate schedule is:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	N/A
#3 – Project Budget	May 24, 2022
#4 – Contract Award	June 21, 2022
#5.1 – Project Close-Out	N/A
#5.2 – Final Project Summary	May 21, 2024

* The close-out period for smaller, less complex projects is typically relatively brief and, therefore, does not necessitate the interim Gate # 5.1 report.

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

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$989,000	\$0	\$945,571	100%

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

Funding Source	Amount
LTFM FY21-24	\$945,571

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 report provided for the FY22 Flooring Replacement Program at Wilson, Harding Senior High, Rondo Complex, Hubbs Center, Focus Beyond (Project #s 0225-22-01) at Phase Gate Check #5.2 – Project Final Fiscal Close-out.

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

DATE: May 21, 2024

TOPIC: Reauthorization of Saint Paul Public Schools Adult Basic Education to work in conjunction with and to act as fiscal agent for Saint Paul Community Literacy Consortium (SPCLC) in providing basic skills, English literacy training, and occupational training classes through the Saint Paul Public Schools Adult Basic Education program and eight consortium members

A. PERTINENT FACTS:

1. The Minnesota Department of Education is currently accepting applications from Adult Basic Education consortia, which may include nonprofit organizations, public school districts, community-based organizations, faith-based organizations, public post-secondary institutions, Minnesota Department of Corrections or tribal authorities.
2. SPPS along with SPCLC is asking for approximately \$8,300,000 from state and federal funds. Adult Basic Education funding is primarily based on student contact hours. Funding will be based on the time period of May 1, 2023 to April 30, 2024. During that time period, SPCLC served 10,809 students for a total of 721,611 hours.
3. Funding would be for one year and would empower adult students throughout Saint Paul to receive basic skills education, English literacy training, occupational classes and navigational services to help them transition to higher education or the workforce.
4. This project will meet the District strategic plan focus area(s) of College and Career Paths and Family and Community Engagement.
5. This item is submitted by Renada Rutmanis, Adult Basic Education Supervisor; Anthony Walker, Community Education Director; and Jackie Turner, Executive Chief of Administration and Operations.

B. RECOMMENDATION:

That the Board of Education authorize the Superintendent (designee) to submit an application to the Minnesota Department of Education for re-authorization of funding to provide Adult Basic Education and act as fiscal agent through the SPPS Adult Basic Education program and the Saint Paul Community Literacy Consortium

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

DATE: May 21, 2024

TOPIC: Phase Gate Approval of the EOS Dock Doors Lintels and Brick Replacement project (Project # 4000-23-01): Gate #4 - Contract Award

A. PERTINENT FACTS:

1. This agenda item seeks approval for the EOS Dock Doors Lintels and Brick Replacement 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	April 23, 2024
#4 – Contract Award	May 21, 2024 (current)
#5.1 – Project Close-Out	June 2025 (anticipated)
#5.2 – Final Project Summary	June 2026 (anticipated)

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

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,799,000	\$174,378	\$1,355	0.1%

4. The following bids were received:

Lump Sum Base Bid plus Alternates #1 & 2

JPMI Construction Company	\$710,270
Maertens Brenny Construction	\$920,000
Meisinger Construction	\$897,800
Restoration & Construction Services	\$1,017,200
Frerichs Construction Co	\$1,036,038
Advanced Masonry Restoration	withdrew bid

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

Funding Source	Amount
LTFM FY24-26	\$1,799,000

7. This project meets the District Strategic ~~POS~~ 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. A24-4503-JG for the EOS Dock Doors Lintels and Brick Replacement project (Project # 4000-23-01) to JPMI Construction Company for a lump sum base bid plus Alternates #1 & 2 of \$710,270.

Board of Education Meeting



Saint Paul
PUBLIC SCHOOLS

3rd Reading for Updates to:

- **Policy 516.00 Students:
Medications/Medical Procedures**
- **Policy 533.00 Wellness**

May 21, 2024

Becky Schmidt, 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 review¹⁰⁸ and update the policy.

Contributors

Thank you to the Licensed School Nurses that assisted:

- Lori Benolken
- Kelly Kantack
- Feven Kiflai
- Kay Lee

Policy 516.00 Students: Medications/Medical Procedures

- See all proposed changes to Policy 516.00 [HERE](#)

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Policy 516.00 Students: Medications/Medical Procedures

What language are we proposing to **remove** in the policy?

- Language that is struck through is either being updated with more explicit language or moved to a different location within the document.
- The overall concept of such struck out language is not changing; we are just proposing to reword it and tighten up some of the language and processes.

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Policy 516.00 Students: Medications/Medical Procedures

What **new** language are we proposing to **add** in the policy?

Item	Rationale
<p>2.a. Training and designation will be completed by the school nurse to Saint Paul Public School staff only.</p>	<p>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.</p>
<p>4.a. All medications and supplies will be secured in the school health office unless the school nurse determines alternate appropriate arrangements.</p>	<p>Previous language never explicitly state where medication should be kept and secured.</p>
<p>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.</p> <p>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.</p>	<p>“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.</p>

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Policy 516.00 Students: Medications/Medical Procedures

New language cont.

Item	Rationale
<p>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.</p>	<p>This ensures safe delivery of medications.</p>
<p>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.</p>	<p>Minors have the right to consent to various procedures without parental/guardian involvement.</p>
<p>7.b.No health care provider signature is required. This does not apply to controlled substances.</p>	<p>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.</p>
<p>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.</p>	<p>Defines a deadline by which we must have a parent/guardian¹¹³ signature.</p>

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>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>114</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
<p>8. For nonprescription medication needed at school:</p> <ul style="list-style-type: none"> 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.</p> <p>Provides rules around schools not carrying or administering stock OTC medications.</p> <p style="text-align: right;">115</p>

Policy 516.00 Students: Medications/Medical Procedures

New language cont.

Item	Rationale
<p>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.</p>	<p>Addresses common questions around sunscreen application, previously missing from policy.</p>
<p>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.</p>	<p>Previously missing from policy.</p>

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Policy 516.00 Students: Medications/Medical Procedures

- Questions?
- Vote to approve Policy 516.00

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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.

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.

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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

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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

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Policy 533.00 Wellness

- See all proposed changes to Policy 533.00 [HERE](#)

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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 “ <i>Staff will not use food as a reward or punishment for academic performance or good behavior for individuals or classrooms</i> ”
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

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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
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.

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Policy 533.00 Wellness

Cont. - language are we proposing to **remove** in the policy

Language to be removed:	Rationale
<p>III. B. 5. School schedules should allow for adequate seat time for lunch periods. Schools are also encouraged to schedule recess prior to lunch.</p> <p>6. Students will be provided a clean and supervised environment to eat during meal periods.</p>	<p>This is procedural, not policy</p>
<p>IV. A. Students will have access to physical education class and/or fitness-oriented activities regardless of behavioral or academic status.</p> <p>C. The District will hire physical education teachers only if they are certified and licensed instructors.</p> <p>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.</p> <p>E. Schools' wellness plans must include a physical activity component.</p> <p>F. The District will include in its portfolio of professional development opportunities, courses focused on integrating physical activity in the classroom.</p>	<p>Language referencing physical education does not need to be in this policy, because that subject is dictated by MN academic standards, legal statutes and HR hiring requirements</p> <p>Waivers are discouraged but covered under a student's IEP or Section 504 Plan, if necessary</p> <p style="text-align: right;">125</p>
<p>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.</p>	<p>Not a requirement. This is procedural, not policy</p>

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>

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Policy 533.00 Wellness

Cont. - language are we proposing to **remove** in the policy

Language to be removed:	Rationale
<p>VIII. EMPLOYEE WELLNESS <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>

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 128

Policy 533.00 Wellness

Cont. - **new** language are we proposing to **add**

Item	Rationale
<p>III. B. Meals Provided During the School Day</p> <ol style="list-style-type: none">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.	<p>Added language from National School Lunch Program (NSLP) and MN Free School Meals bill.</p> <p>Healthy Hunger-free Kids Act of 2010 is guiding standard</p> <p>129</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.</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>130</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

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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>

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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](#).

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Policy 533.00 Wellness

Resources:

- [Health and Wellness Webpage](#)
 - [Rethinking Classroom Celebrations](#)
 - [Safe Routes to School](#)

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SPPS Wellness Policy, 533.00

The SPPS District Wellness Policy is a requirement of United States Department of Agriculture (USDA) National School Lunch Program. SPPS' policy:

- promotes student and employee wellness
- seeks to reduce childhood obesity through physical activity
- provides assurance that school meals and other food made available during the school day adhere to USDA standards
- requires an annual report on implementation of the policy

District Wellness Team Members

Carol Grady, SPPS Health & Wellness Dusti Handlos-Swanson, SPPS Human Resources Kathleen, Kimani, SPPS Office of School Support Stacy Koppen, SPPS Nutrition Services Chelsea Moody, SPPS Facilities Brandi Poellinger, Allina Health Rebecca Schmidt, SPPS Health & Wellness Sarah Stewart, SPPS Safe Routes to School Shirley Vang, University of Minnesota Extension Jennifer Vigil, SPPS Office of School Support Cole Wellhaven, SPPS Nutrition Services Jill Westlund, SPPS Nutrition Services

Why this is important

The CDC's Whole School, Whole Community, Whole Child (WSCC) Model stresses the strong link between wellness and academic achievement. Children spend on average 6-7 hours of their waking hours at school. The WSCC Model recognizes that schools are the ideal place to teach and instill healthy habits that can last a lifetime.

What we've accomplished:

Partnering with Minnesota Farms

Nutrition Services has been working with the Minnesota Department of Agriculture to increase local food sources for school meals. Through a Farm to School Full Tray grant, NS has identified local farmers to supply some of the fruits and vegetables offered in SPPS school meals. Students benefit by receiving some of the freshest high quality produce available in their meals, while the district supports our local farming community and helps to establish a more sustainable system of food/ingredient procurement.

To date, local favorites from this program include corn-on-the-cob from Ed Fields & Sons in Andover, gala apples from La Crescent, and of course watermelon from Svihel Vegetable Farm In Foley.



What we've accomplished:

Partnering with St. Paul Public Works to Build Safer Routes to School

The SPPS Safe Routes to School program continues its strong partnership with Saint Paul Public Works to make it safer for students to walk and bike to school. SPPS and Public Works staff meet regularly to troubleshoot safety issues and have collaborated to develop Safe Routes to School plans at 18 district sites. In the past year, the partnership resulted in:

- More than \$1.5 million in permanent bicycle and pedestrian safety improvements near Maxfield and Bruce Vento elementary schools
- Temporary pedestrian safety improvements at Central and Como Park Senior High
- Funding for an engineering study at Mississippi Creative Arts to tackle a challenging environment for pedestrians

What we've accomplished:

Mobile Bike Fleet for Unified PE Classes

The SPPS Safe Routes to School, PE, and DAPE programs secured funding to build a mobile bike fleet for high school Unified PE classes and pay for the cost of bike field trips to local trails. The goal of this program is 315 Unified PE high school students across seven SPPS high schools to experience a meaningful, health-enhancing outdoors experience through cycling in a natural setting. This work broadens SPPS' existing bike education efforts to include more students with disabilities.

What we've accomplished:

More Momentum for Unified Schools

On April 3rd, nearly 300 students from Focus Beyond, Battle Creek Middle School, Highland Park Middle School, Global Arts Plus, Central, Harding, Humboldt, Como Park, and Johnson Senior High Schools, and Washington Technology Magnet Middle School gathered at St. Thomas University to celebrate and mark the commitment of Special Olympics, staff, and students to paving the way for more inclusive programming at SPPS secondary schools. The Live Unified event was covered by [WCCO-TV](https://www.wcco.com).



Unified Champions Schools program is built on a framework of three pillars:

- Unified sports
- Inclusive student leadership
- Whole school engagement

What we've accomplished:

Standardized Curriculum for Elementary School Students

3rd-5th grade classroom teachers now have a standardized, stand-alone health curriculum to use with their students. Teachers previously were required to weave and integrate health into other areas of instruction, resulting in extra work for educators and failing to ensure that all students receive the health education they need.

Physical Education/Health and Social Studies staff in the Office of Teaching & Learning (OTL) collaborated on creating 20-minute, skills-based health units for 3rd-5th graders that does not require planning or prep time from teachers. Units of study range from nutrition education to mental health and personal wellness, and the students appear to like it. The program will roll out to Kindergarten-2nd grade next school year.

What we've accomplished:

Present Teacher Restoration Project

Since implementation at the beginning of the 2022-23 school year, nearly 400 Saint Paul Public Schools staff have engaged in over 1300 hours of participation in the Present Teacher Project online modules. The [Present Teacher Restoration Project](#) is a self-paced training that encourages educators to deepen their mental, emotional, soul, and social/equity intelligence. In addition to individuals utilizing the online training, two elementary schools have used it as the foundation of their job-embedded professional development, and dozens of staff have participated in synchronous cohorts and additional training sessions to expand their knowledge and skills related to their well being.

Policy 533.00 Wellness

- Questions?
- Vote to approve Policy 533.00

Thank you!

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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:
 - 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.
 - ~~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 beverage 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

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

DATE: May 21, 2024

TOPIC: Minnesota Department of Education Review and Comment – Farnsworth Aerospace Upper HVAC Replacement (Project # 1030-23-01)

A. PERTINENT FACTS:

1. Per Minnesota Statutes, section 123B.71, review and comment by the Minnesota Department of Education is required for school construction projects with an estimated cost of \$2M or greater using non-exempt funding sources.
2. As has been described in previous Board of Education Gate Check approvals, this project contains capital improvements estimated to be in excess of \$2M to be funded through a non-exempt funding source.
3. The District has received a positive review and comment from the Commissioner on this project.
4. This agenda item satisfies the statutory requirement of holding a public meeting to discuss the Commissioner’s review and comment (MN Stat §123B.71, Subd. 12).
5. The District will publish a summary of the commissioner’s review and comment for this project in the Saint Paul Legal Ledger at least 48 days, but not more than 60, days before the solicitation for bids.
6. 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	July 2024 (anticipated)
#5.1 – Project Close-Out	September 2026 (anticipated)
#5.2 – Final Project Summary	September 2027 (anticipated)

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. RECOMMENDATIONS:

That the Board of Education accept the Minnesota Department of Education's Commissioner's review and comment 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: May 21, 2024
TOPIC: Fiscal Year 2023-2024 Revised Budget
PREPARED BY: Tom Sager, Executive Chief of Financial Services

A. PERTINENT FACTS:

1. Each year, as part of the budget cycle, the District provides a revised budget for the current fiscal year. The original (adopted) budget was presented the previous June.
2. The revised budget takes into account new information such as the previous year's (FY 23) financial performance, actual enrollment, any changes to funding, any employment contract changes, and any new expenses not previously identified.
3. For the FY 24 Revised Budget, the total General Fund balance is anticipated to decrease by \$24.8 million, as compared to the original adopted budget of a \$34.4 million deficit spend. This includes all reserved accounts in the General Fund. The FY 24 unassigned General Fund balance shows a 7.5 percent fund balance. This represents 28 days of General Fund operation.
4. The Food Service Fund balance is expected to decrease by \$2.7 million due to increased expenses related to food and labor. Program adjustments will occur in FY25 to align expenses to anticipated revenues.
5. The Community Education Service Fund balance is expected to decrease by \$1.0 million, as compared to the original adopted budget of a \$1.5 million deficit spend.
6. This FY 24 Revised budget as presented includes a one-time transfer of \$1,337,575 from the general fund to the community service fund to reimburse Fund 04 for expenses incurred during the pandemic for mandatory school aged care.
7. ESSER III (ARP) funds will expire in September 2024.

B. RECOMMENDATION:

District Administration recommends School Board approval of the Fiscal Year 2023-2024 Revised Budget as presented.



Saint Paul
PUBLIC SCHOOLS

Fiscal Year 2023-24 Revised Budget

Board of Education

Tom Sager, Executive Chief Financial Officer

May 21, 2024

Purpose of Tonight's Presentation

To present the Revised Budget for Fiscal Year 2023-24

Topics:

- Revenue Changes – All Funds
- Expenditure Changes – All Funds
- Projected FY 23-24 Ending Fund Balances
- Recommendation and Approval

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All Funds - Revenue Changes

Funds	Adopted Budget	Revision	Revised Budget
General Fund	\$766,654,615	\$30,654,339	\$797,308,954
Food Service	\$28,782,398	\$3,156,672	\$31,939,070
Community Service	\$33,635,302	\$926,033	\$34,561,335
Building Construction	\$135,000,000	-\$4,969,844	\$130,030,156
Debt Service	\$56,763,413	\$0	\$56,763,413
Total Revenue	\$1,020,835,728	\$29,767,200	\$1,050,602,928

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Revenue Changes

		Amount
General Fund Adjustments	Adjustment to State Aid (including SPED) and Tax Levy allocation	\$4,149,535
	Adjustment to projected General Education revenue	\$5,638,780
	Adjustment for ESSER Funding	\$19,050,100
	Adjustment for general programs (included fully finance fund and grant)	\$1,815,924
Total		\$30,654,339

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Revenue Changes (Continued)

		Amount
Food Service Adjustments	Adjustment for calculated meals served through FY23	\$3,156,672
	Total	\$3,156,672

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Revenue Changes (Continued)

		Amount
Community Service Adjustments	Adjustment to Discovery Club programs	\$56,221
	Adjustment to Community Services' programs	\$188,562
	Adjustment for adult basic education program	\$681,250
	Total	\$926,033

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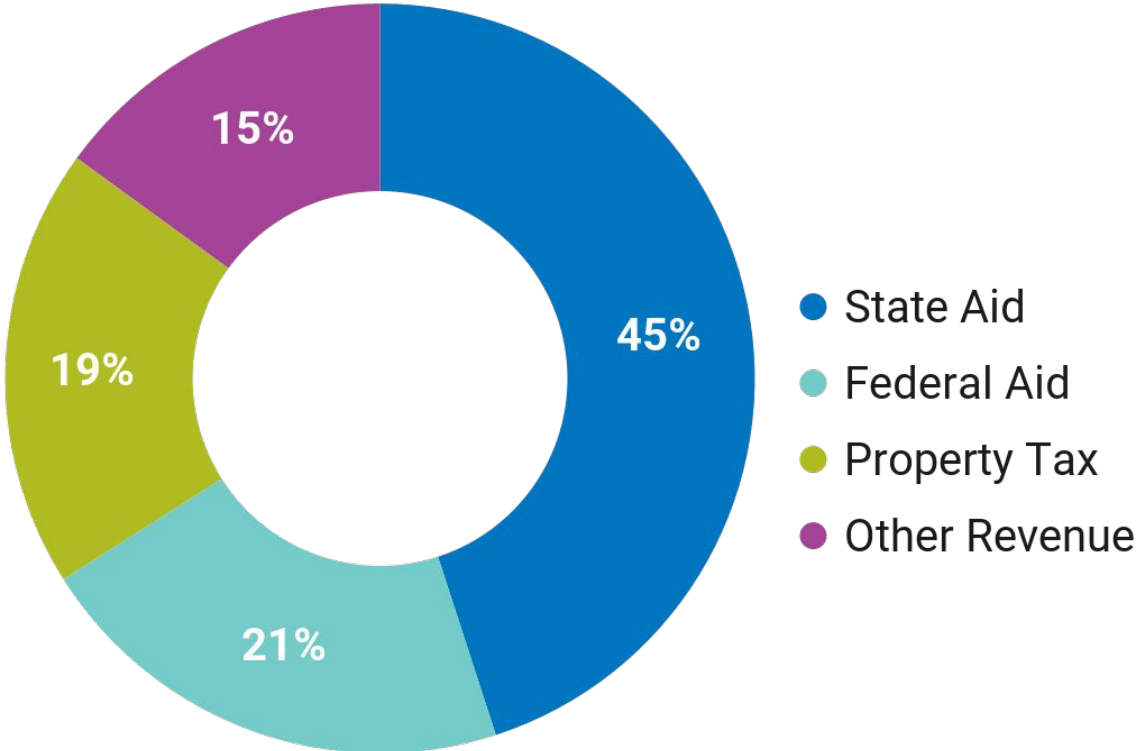
Revenue Changes (Continued)

		Amount
Building Construction	Adjustment for anticipated sale of long term debt	-\$4,969,844
	Total	-\$4,969,844

		Amount
Debt Service	Adjustment for LTFM aid and interest	\$0
	Total	\$0

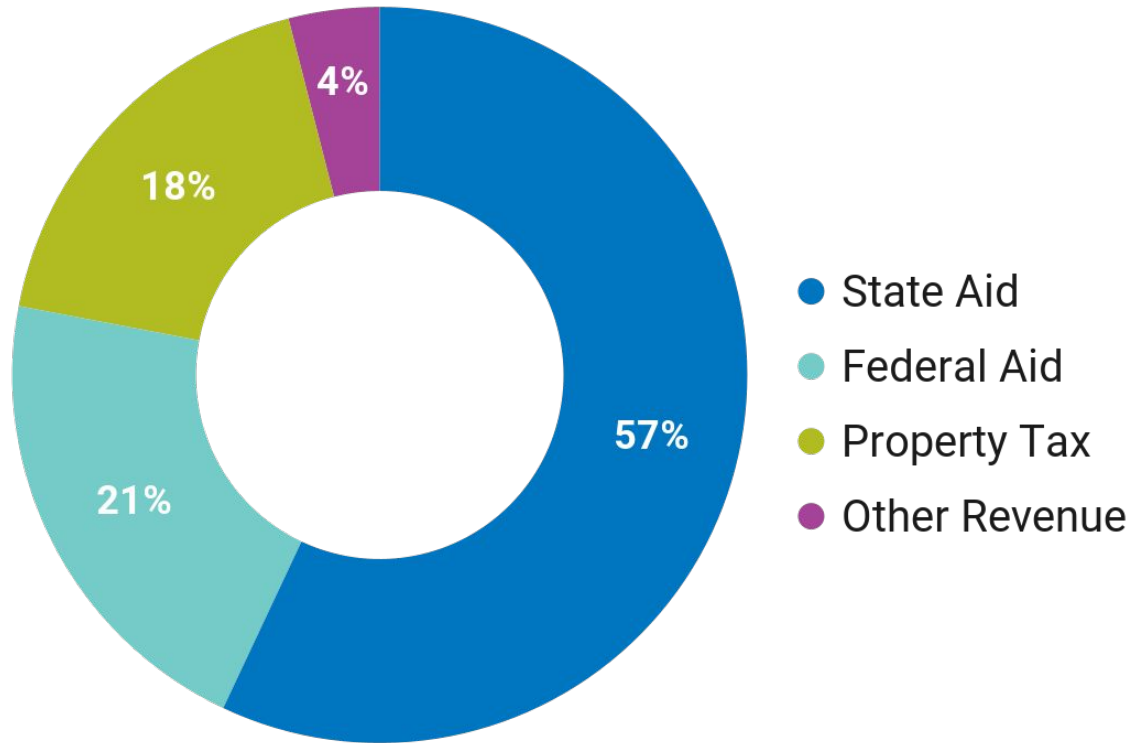
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Revised Revenue by Source - All Funds



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Revised General Fund Revenue Sources



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All Funds - Expenditure Changes

Funds	Adopted Budget	Revision	Revised Budget
General Fund	\$801,094,755	\$21,040,863	\$822,135,618
Food Service	\$33,674,922	\$952,074	\$34,626,996
Community Service	\$35,149,600	\$400,315	\$35,549,915
Building Construction	\$114,685,153	\$0	\$114,685,153
Debt Service	\$51,333,088	\$2,121,643	\$53,454,731
Total Expenditures	\$1,035,937,518	\$24,514,895	\$1,060,452,413

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Expenditure Changes

		Amount
General Fund Adjustments	Adjustment for carry over from FY2023	\$5,900,000
	Adjustment for ESSER Funding	\$13,695,914
	Adjustment for general programs (included fully finance fund/grants)	\$1,444,949
	Total	\$21,040,863

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Other Fund Expenditure Changes

		Amount
Food Service Adjustments	Adjustment for calculated meals served through FY2024	\$952,074
	Total	\$952,074

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Other Fund Expenditure Changes

		Amount
Community Service Adjustments	Adjustment for Adult Basic Education programs	\$330,005
	Adjustment for Community Education fully finance	70,310
	Total	\$400,315

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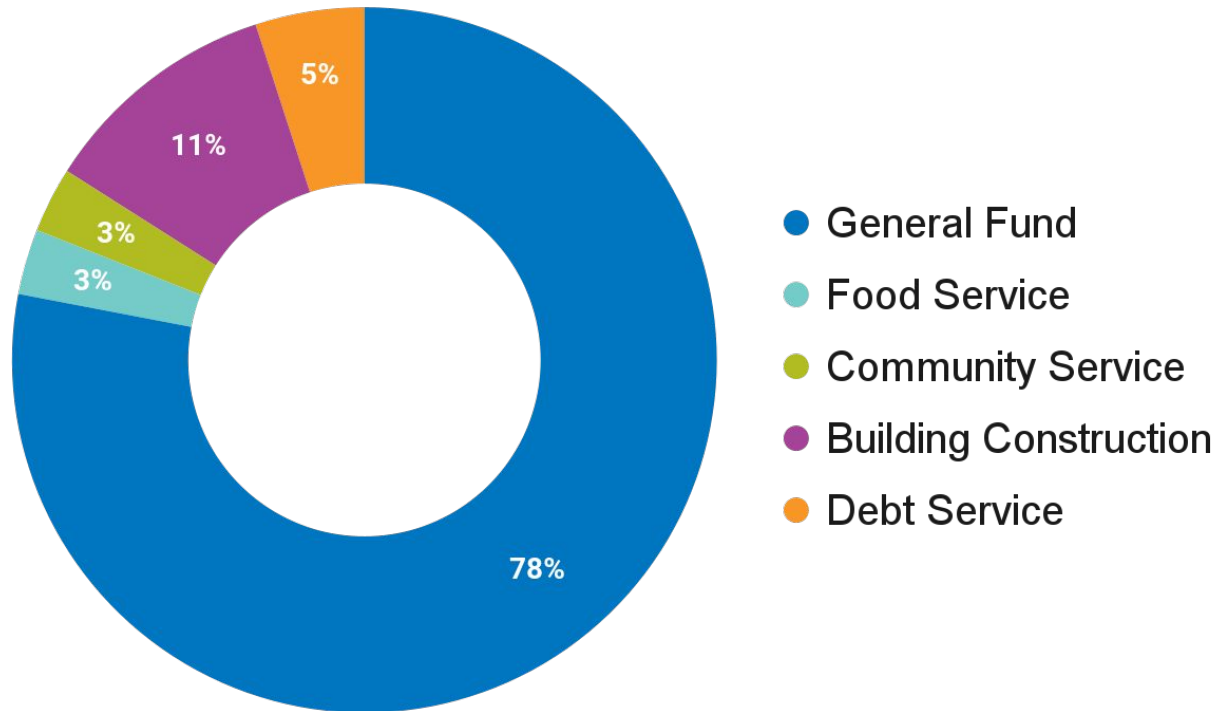
Other Expenditure Changes

		Amount
Building Construction	Adjustment for construction project estimates	\$0
	Total	\$0

		Amount
Debt Service	Adjustment to debt principal and interest	\$2,121,643
	Total	\$2,121,643

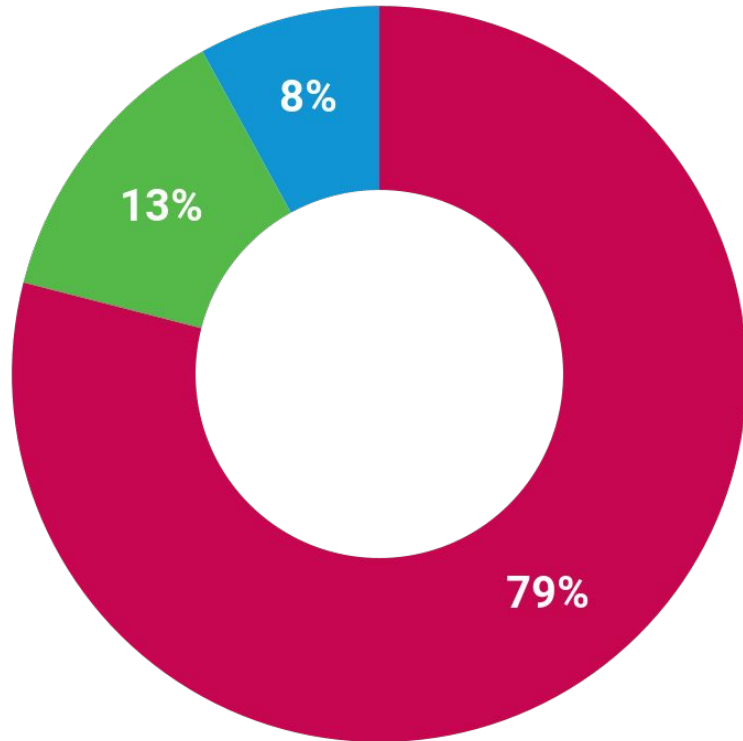
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Revised Expenditures by Fund



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Revised General Fund Expenditures



- Student Programs & Services
- Maintenance Operations, Equipment & Other Fiscal Expenses
- Administration Support Services

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Summary All Funds - Fund Balance Budget

	Beginning Fund Balance	Revised Revenue Budget	Revised Expenditure Budget	Estimated Ending Fund Balance
General Fund	\$182,940,982	\$797,308,954	\$822,135,618	\$158,114,318
Food Service Fund	\$4,484,822	\$31,939,070	\$34,626,996	\$1,796,896
Community Service Fund	\$12,830,716	\$34,561,336	\$35,549,915	\$11,842,137
Building Construction	\$115,505,542	\$130,030,156	\$114,685,153	\$130,850,545
Debt Service Fund	\$20,895,705	\$56,763,413	\$53,454,731	168 \$24,204,387
Total – All Funds	\$336,657,767	\$1,050,602,929	\$1,060,452,413	\$326,808,283

Recommendation

District Administration recommends Board of Education approval of the Fiscal Year 2023-24 budget revision as presented.

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Saint Paul
PUBLIC SCHOOLS

Fiscal Year 2024-25 Draft Budget

Board of Education

Tom Sager, Executive Chief of Financial Services

May 21, 2024

Purpose of Tonight's Presentation

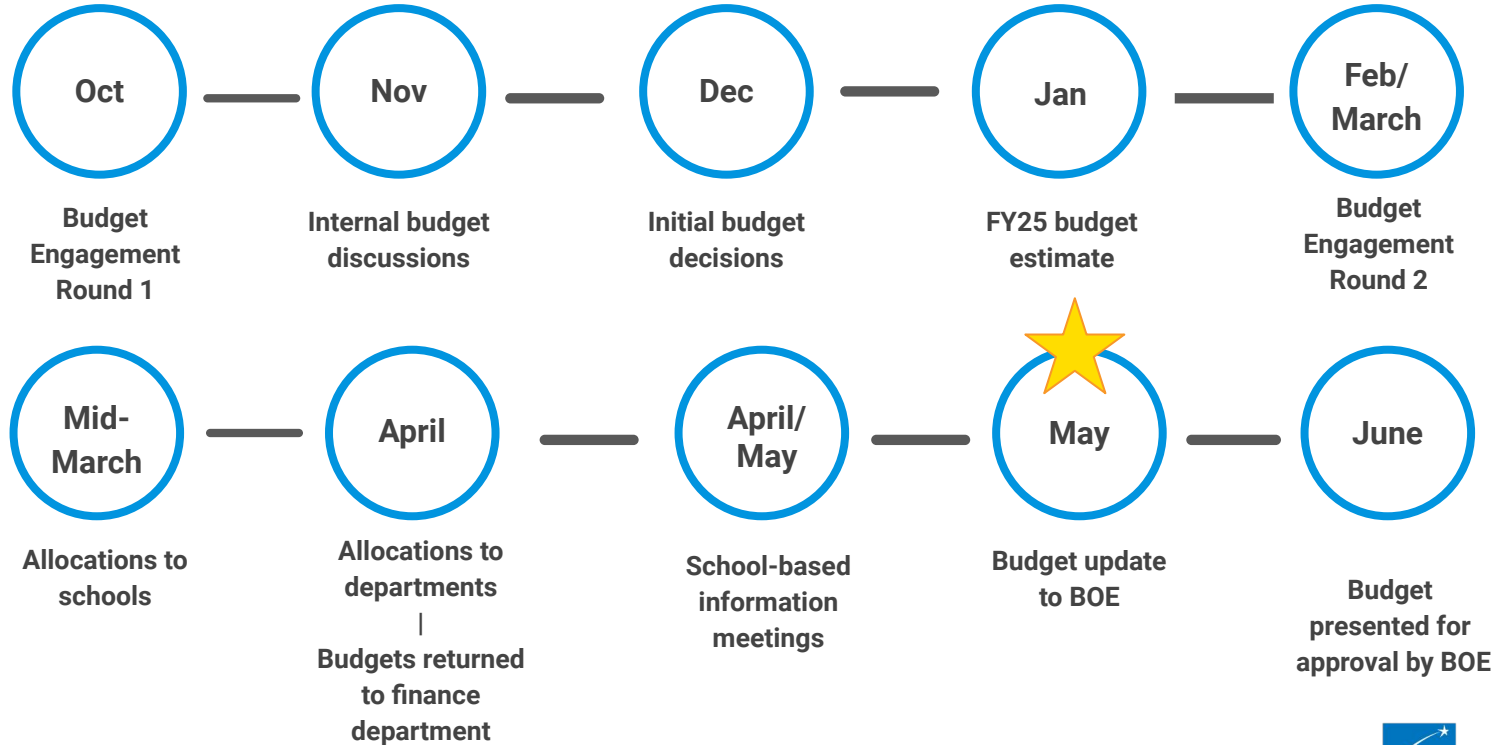
To present a draft of the Fiscal Year 2025 (FY25) budget

Topics:

- FY25 Budget Timeline and Budget Building Blocks
- Revenue – All Funds
- Expenditures – All Funds
- Projected FY25 Ending Fund Balances
- Summary of Main Points
- Next Steps: Summer Plans for Budget Engagement
- Recommendation

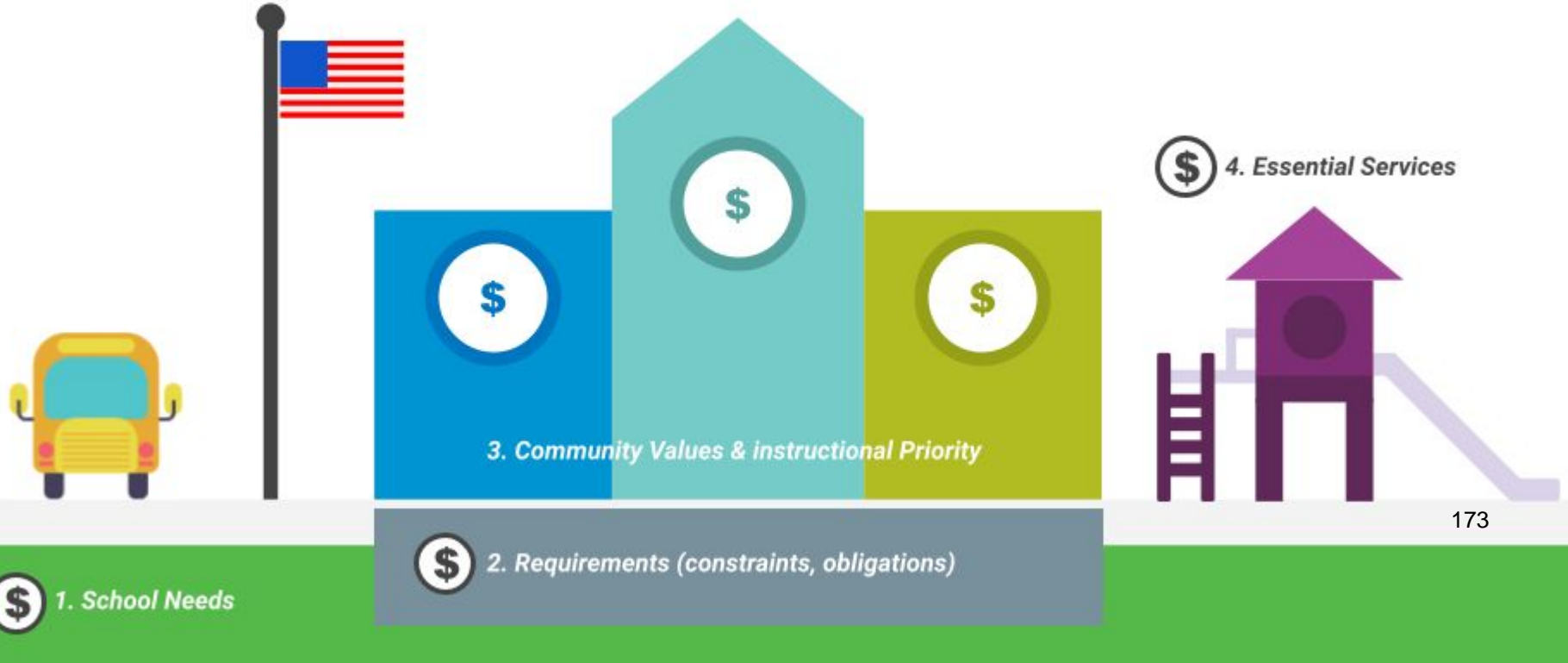
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FY25 Budget Timeline



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Budget Building Blocks



Key Drivers for School District Budgets

- State and federal funding formula:
 - Base allocation (\$ per pupil)
 - Special Education and English Learner cross subsidy
 - Compensatory aid, Achievement and Integration Aid, Title funds, etc.
- Student enrollment and demographics
- Employee contracts
- Local property taxes
- Other economic drivers: pandemic aid, recessions, housing market, inflation, etc.

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Key Factors in SPPS Budget Allocations

- Legislative requirements and allowances
- Student enrollment and demographics
- District and school allocation guidelines and procedures
- Public engagement with students, staff, families and community members about values
- Continued investments and alignment to the district's strategic plan
- Compliance with Board Policy 701.01 to maintain at least a 5 percent fund balance

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FY25 Budget Drivers & Output

Strategic plan Property taxes
Student enrollment Federal funding/ARP
Economic drivers Employee contracts
Community values State funding



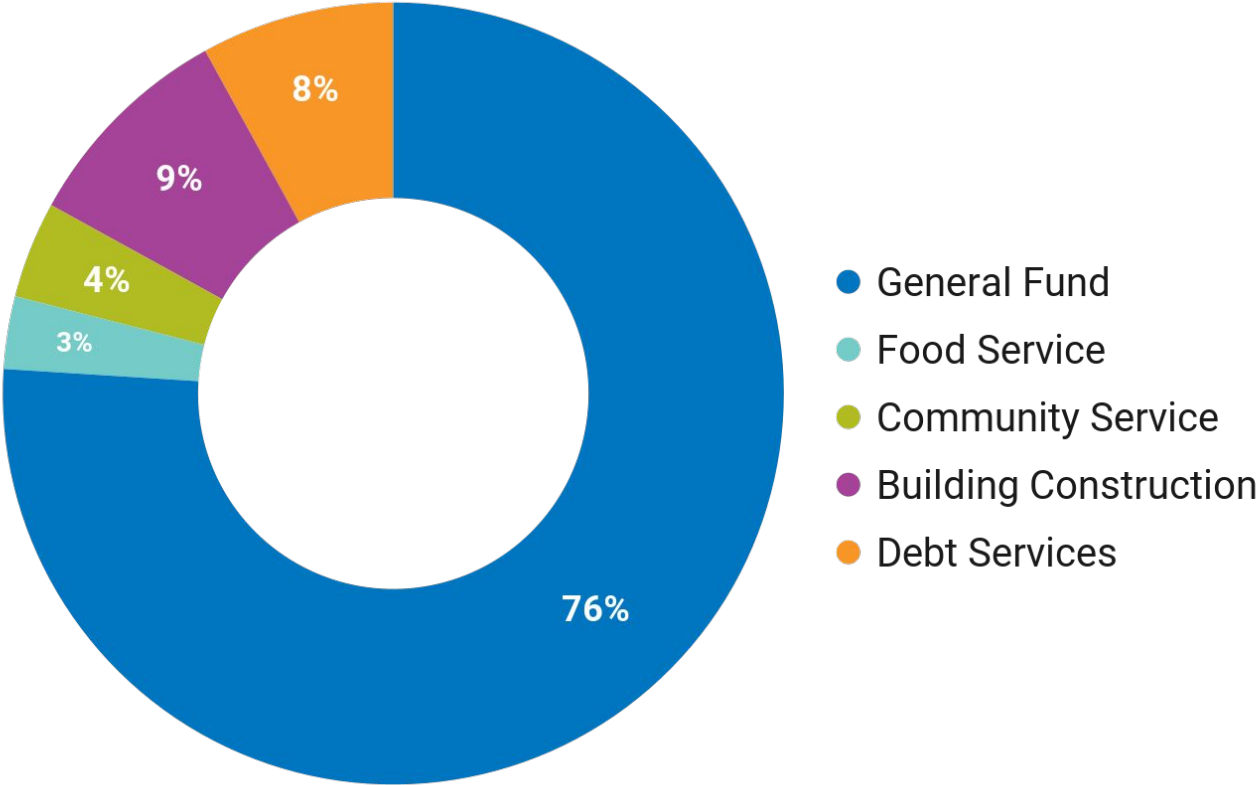
Fiscal Year 25 Budget

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All Funds - Revenue

Funds	FY24 Revised Budget	FY25 Proposed Budget	Change
General Fund	\$797,308,954	\$670,482,201	(\$126,826,753)
Food Service	\$31,939,070	\$29,341,329	(\$2,597,741)
Community Service	\$34,561,336	\$29,814,803	(\$4,746,533)
Building Construction	\$130,030,156	\$82,500,000	(\$47,530,156)
Debt Service	\$56,763,413	\$67,368,948	\$10,605,535
Total Revenue	\$1,050,602,929	\$879,507,280	(\$171,095,649)

FY25 Total Revenue by Source



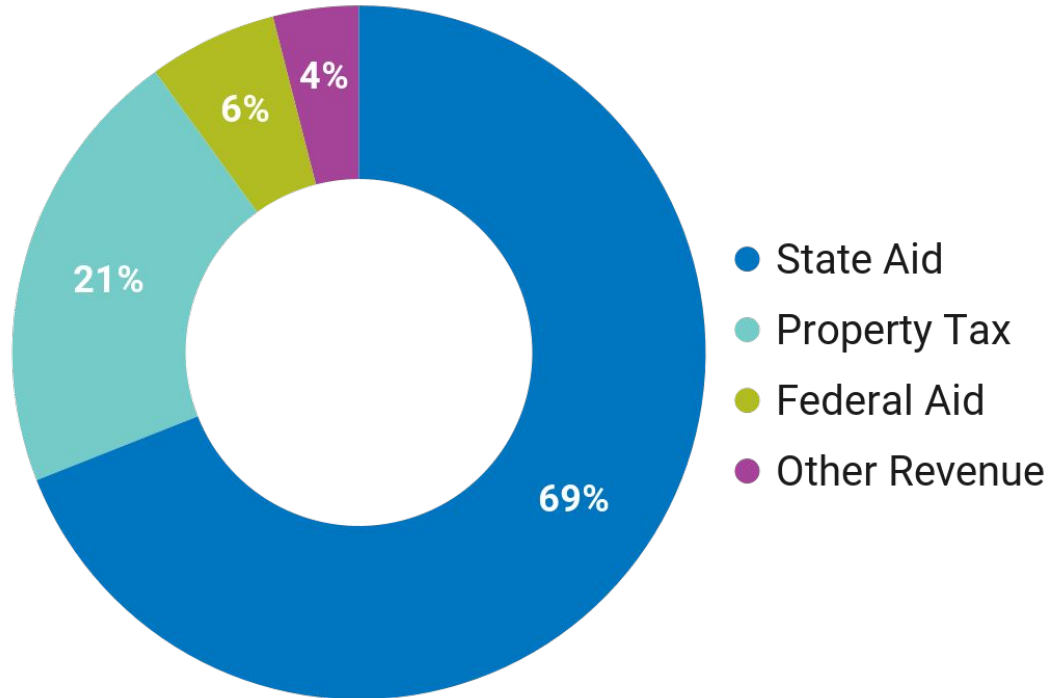
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FY25 General Fund Revenue

General Fund Revenue	FY24 Revised Budget	FY25 Proposed Budget	Difference
State Aid	\$469,036,990	\$463,602,642	(\$5,434,348)
Property Tax Levy	\$147,199,735	\$137,621,012	(\$9,578,723)
Federal Revenue	\$158,153,739	\$43,359,249	(\$114,794,490)
Other Revenue	\$22,918,490	\$25,899,298	\$2,980,808
Total	\$797,308,954	\$670,482,201	(\$126,826,753)

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FY25 General Fund Revenue Sources

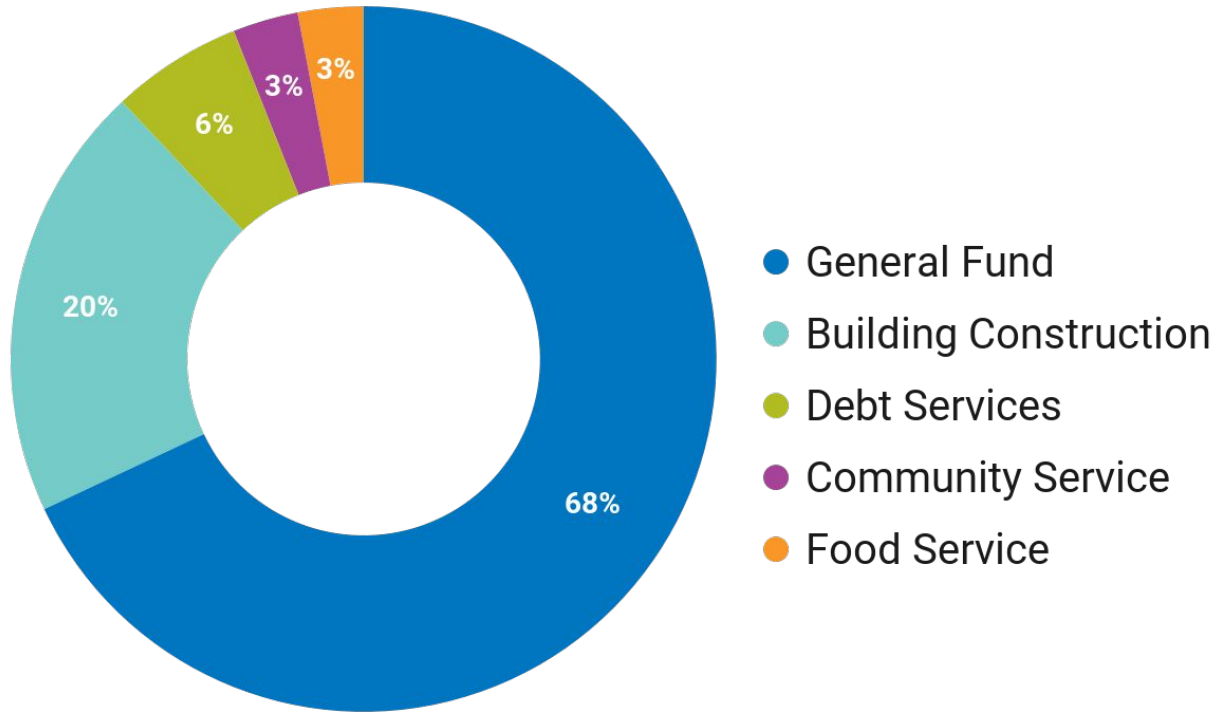


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All Funds - Expenditure Changes

Funds	FY24 Revised Budget	FY25 Proposed Budget	Change
General Fund	\$822,135,618	\$707,485,812	(\$114,649,806)
Food Service	\$34,626,996	\$29,277,730	(\$5,349,266)
Community Service	\$35,549,915	\$32,721,660	(\$2,828,255)
Building Construction	\$114,685,153	\$204,381,880	\$89,696,727
Debt Service	\$53,454,731	\$63,168,483	\$9,713,752
Total Expenditures	\$1,060,452,413	\$1,037,035,565	(\$23,416,848)

FY25 Expenditures by Fund



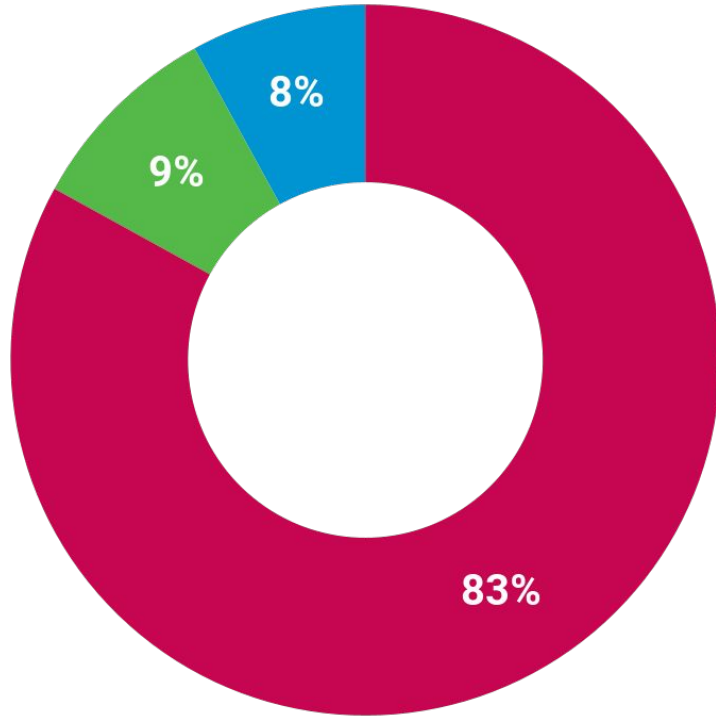
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FY25 General Fund Allocations

	FY24 Revised Budget	FY25 Proposed Budget
School & Student Program & Service	\$656,767,067	\$589,560,008
Maintenance and Operations	\$99,319,961	\$57,620,086
Administrative Support Service	\$66,048,590	\$60,305,719
Total	\$822,135,618	\$707,485,812

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FY25 General Fund Expenditures



- School and Student Programs & Services
- Administrative Support Services
- Maintenance and Operations

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Additional Budget Information Available

- School allocations for 2024-25 school year
- District department allocations for FY24 and FY25
- School Allocation Guidelines
- FTE Report comparing FY24 to FY25

spps.org/FY25budget

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Summary All Funds - Fund Balance Budget

	Beginning Fund Balance	FY25 Proposed Revenue Budget	FY25 Proposed Expenditure Budget	Projected Ending Fund Balance
General Fund	\$158,114,318	\$670,482,201	\$707,485,812	\$121,110,706
Food Service Fund	\$1,796,896	\$29,341,329	\$29,277,730	\$1,860,495
Community Service Fund	\$11,842,137	\$29,814,803	\$32,721,660	\$8,935,279
Capital Projects Fund	\$130,850,545	\$82,500,000	\$204,381,880	\$8,968,665
Debt Service Fund	\$24,204,387	\$67,368,948	\$63,168,483	\$28,404,852
Total – All Funds	\$326,808,283	\$879,507,280	\$1,037,035,565	\$169,279,998

Fund Balance for FY25 Budget

Description	Amount
Estimated FY25 Deficit Spend	\$37.0M
Estimated FY25 Ending Fund Balance	\$36.4M
Percent of Operations	5.07% (18 days of operating expense)

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NOTE: Without additional revenue, additional budget reductions are likely for FY26, depending on the outcomes of the factors listed on the previous slide

Next Steps

June Committee of the Board:

- Budget update with a review of how allocations reflect the community values
- Summary of the legislative session and its impact on the budget

June 18 Board of Education:

- Present the FY25 budget for Board approval

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Questions?

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Saint Paul
PUBLIC SCHOOLS

1st Reading - Board Policy 501.02: Student Vehicle Use: Parking on School Premises, Patrols, Inspections, and Searches

Regular Board of Education Meeting | May 21, 2024

Policy 501.02 Student Vehicle Use

Why are we updating this policy?

- Current policy is too general and lacks clear guidelines for student vehicle use on school district property
- Transparency. We want our students to be aware of the expectations and responsibilities they assume when driving and parking a vehicle on school district property.
- The proposed policy will strengthen uniformity across all schools; ¹⁹¹ schools will adhere to the same general guidelines (whereas our current one-sentence policy allows for inconsistent practices across schools)

Policy 501.02 Student Vehicle Use

View draft policy [here](#).

Overview of Policy 501.02 Student Vehicle Use

Purpose of policy: To provide clear guidelines and expectations for student vehicle use on school district property.

Definitions: “Contraband,” “Reasonable Suspicion,” “Reasonable Scope,” and “School District Location” definitions are aligned with our SPPS Policy 506.06 Search of Student Lockers, Desks, Personal Possessions and Student’s Person.

Contraband means any unauthorized item possession of which is prohibited by district policy and/or law. It includes, but is not limited to, weapons, firearms, “look-alikes” and replicas, alcohol, and controlled substances.

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Overview Cont.

Student Use: Generally can't use their vehicles during the school day; there are exceptions. Students are not to visit their vehicles during the school day unless given permission from school administration.

Student Parking: It is a privilege, not a right. Students must adhere to the parking rules or the privilege to park may be taken away.

Patrols, Inspections, and Searches: Proactive patrols of lots may be conducted to prevent theft. Patrol may include a visual inspection of interior. Internal searches conducted by school personnel only when reasonable suspicion is present. Student and/or their parent/guardian are present to provide access to the vehicle

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Directives and Guidelines: The district is currently creating directives and guidelines as it relates to specific regulations (permits, safe vehicle operation, etc.)

Questions & Next Steps

- Questions?
- Next Steps:
 - 2nd Reading - June 18
 - 3rd Reading and Vote - July 16

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**501.02 STUDENT VEHICLE USE: PARKING ON SCHOOL PREMISES,
PATROLS, INSPECTIONS, AND SEARCHES**

~~Students who drive vehicles to school may park their vehicles in designated student parking areas.~~

I. PURPOSE

The purpose of this policy is to provide guidelines for use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools, and to protect the health, safety, and welfare of students and school personnel.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to allow the limited use and parking of motor vehicles by students in school district locations. The position of the school district is that a fair and equitable district-wide student motor vehicle policy will contribute to the quality of the student's educational experience, will maintain order and discipline in the schools, and will protect the health, safety, and welfare of students and school personnel. This policy applies to all students in the school district.

III. DEFINITIONS

- A. "Contraband" means any unauthorized item possession of which is prohibited by school district policy and/or law. It includes, but is not limited to, weapons and "look-alikes," **and replicas**, alcoholic beverages, controlled substances ~~and "look-alikes," overdue books and other materials belonging to the school district,~~ and stolen property.
- B. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student, parent, or staff member, a student's suspicious behavior, a student's age and past history or record of conduct both in and out of the school context, or other reliable sources of information.
- C. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g., to prevent violence, serious and immediate risk of harm, or destruction of evidence), and the age of the student.

- D. "School district location" means property that is owned, rented, leased, or borrowed by the school district for school purposes.

IV. STUDENT USE OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

- A. Students may drive to and from school but generally are not permitted to use motor vehicles during the school day in any school district location.
- B. Students are not allowed to visit their vehicle between class periods unless permission has been granted to the student by the school principal or designee.
- C. Students may use motor vehicles during the school day only if:
 - 1. The student needs to attend an off-campus college course.
 - 2. The student is participating in school-related activities to which school-sponsored transportation is not provided (i.e. internships).
 - 3. There is an emergency and permission has been granted to the student by the principal or designee to use a motor vehicle.
 - 4. There is a specific situation or circumstance (i.e. medical appointment, funeral) and permission has been granted to the student by the principal or designee to use a motor vehicle.

V. STUDENT PARKING OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

- A. Students are permitted to park in a school district location as a matter of privilege, not of right. Students driving a motor vehicle to a school campus may park the motor vehicle in the parking lot designated for student parking only. Students will not park vehicles in driveways, on private property, or in parking lots designated for use only by staff or by the general public.
- B. When there are unauthorized vehicles parked on school district property, school officials may:
 - 1. require the driver or other person in charge of the vehicle to move it off school district property; or
 - 2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school district property.

VI. PATROLS, INSPECTIONS, AND SEARCHES

School officials may conduct routine patrols of school district locations and routine inspections of the exteriors of the motor vehicles of students. In addition, the interiors of motor vehicles of students in school district locations may be searched when school officials have a reasonable suspicion that the search will

uncover a violation of law and/or school policy or rule.

A. Patrols and Inspections

School officials may conduct routine patrols of student parking lots and other school district locations and routine inspections of the exteriors of the motor vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

B. Search of Interior of Student Motor Vehicle

The interiors of motor vehicles of students in school district locations, including glove or trunk compartments, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search **by school staff** will be reasonable in its scope and intrusiveness **and will only occur when the student and/or their parent/guardian is present to provide access to the vehicle, unless an immediate search is necessary due to an imminent threat to student, staff, or community members' life and/or safety and the student and/or their parent/guardian cannot or will not consent to the search.** A student will be subject to withdrawal of parking privileges and to discipline if the student refuses to open a locked motor vehicle under the student's control or its compartments upon the request of a school official.

C. Prohibition of Contraband and Interference with Patrols, Inspections, Searches, and/or Seizures

A violation of this policy occurs when students store or carry contraband in motor vehicles in a school district location or interfere with patrols, inspections, searches, and/or seizures as provided by this policy.

D. Seizure of Contraband

If a search yields contraband, school officials will seize the item and may turn it over to legal officials for ultimate disposition when appropriate.

E. Dissemination of Policy

A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate.

VII. DIRECTIVES AND GUIDELINES

The superintendent **or their designee** is granted authority to develop reasonable directives and guidelines which address specific needs of the school district related to student use and parking of motor vehicles in school district locations, such as a permit system and parking regulations. These directives and guidelines shall be attached as an addendum to this policy.

VIII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to withdrawal of parking privileges and/or to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion, or expulsion. In addition, the student may be referred to legal officials when appropriate.

Legal References: U. S. Const., amend. IV
Minn. Const., art. I, §10
Minn. Stat. § 123B.02, Subds. 1 and 5 (General Powers of Independent School Districts)
Minn. Stat. § 123B.38 (Hearing)
New Jersey v. T.L.O., 469 U.S. 325 (1985)

Cross References: SPPS Policy 413.01 Chemical Use and Abuse
SPPS Policy 413.00 Drug-Free Workplace
SPPS Policy 504.00 Drug-Free Schools
SPPS Policy 903.00 Dangerous Weapons, Firearms
SPPS Policy 506.06 Search of Student Lockers, Desks, Personal Possessions, and Student's Person
SPPS Policy 506.00 Student Discipline
SPPS Policy 506.02 Student Discipline: Expulsion & Exclusion
SPPS Policy 506.03 Student Discipline: Suspension

BIGG

Board-Initiated Goals Governance

Engagement Sessions

All seven members of the Board of Education conducted engagement sessions with SPPS students at Johnson Sr, Gateway to College, Como Sr, Focus Beyond, Washington, Open World Learning, Harding Sr, Central, RiverEast, Gordon Parks, AGAPE, Highland Sr, Humboldt Sr, Creative Arts. Bridgeview, and LEAP. Several of these schools had multiple sessions. We are rescheduling our session for Journeys.

Kaying Thao and staff from REA served as note-takers for these sessions.

We cannot release data yet because we don't want it to influence the feedback we continue to receive. But these sessions were very constructive and we are excited to continue doing this work.

Families and Staff

We are in the process of scheduling outreach sessions geared towards families and staff. These will begin soon and will continue through the Summer.

We are also working on an online survey so that people can submit their feedback even if they are not able to attend a session.

We are continuing to work toward the final adoption of our BIGG goals by our November Regular Board meeting.

Questions?