

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

**December 19, 2024**  
**5:30 PM**

**A G E N D A**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE ORDER OF THE MAIN AGENDA**
4. **RECOGNITIONS**
  - A. Acknowledgment of Good Work Provided by Outstanding District Employees 5
  - B. Acknowledgement of Good Work Provided by Students 6
5. **FURTHER ITEMS THAT REQUIRE BOARD ACTION**
  - A. Deliberation to Select the Preferred Candidate for Superintendent
6. **PUBLIC COMMENT**
7. **APPROVAL OF THE ORDER OF THE CONSENT AGENDA**
8. **APPROVAL OF THE MINUTES**
  - A. Minutes of the Special Meeting of the Board of Education of November 19, 2024 7
  - B. Minutes of the Regular Meeting of the Board of Education of November 19, 2024 9
  - C. Minutes of the Special Meeting of the Board of Education of December 2, 2024 29
  - D. Minutes of the Special Meeting of the Board of Education of December 3, 2024 31
  - E. Minutes of the Special Meeting of the Board of Education of December 5, 2024 34
9. **COMMITTEE REPORTS**
  - A. Minutes of the Committee of the Board Meeting of December 3, 2024 39
10. **FUTURE MEETING SCHEDULE 45**
  - A. Board of Education Meetings (5:30 p.m. unless otherwise noted)
  - B. Committee of the Board Meetings (4:30 p.m. unless otherwise noted)
11. **SUPERINTENDENT'S ANNOUNCEMENTS**
12. **ACTION AGENDA ITEMS**

<b>A. Consent Agenda</b>	
1. Gifts	
a. Timothy Scott Scholarships	47
b. Accept Donation to Project REACH from Assistance League Minneapolis/St. Paul of Coats for Students Experiencing Homelessness	49
c. Accept Donation of \$10,000 from the Jacobsen Foundation to Purchase Coats for Students Experiencing Homelessness	50
2. Grants	
a. Request for Permission to Accept a Grant from the Asian American Organizing Project	52
b. Request for Permission to Submit to the Public School District Opioid Recovery Trust Grants	53
c. Request for Permission to Support a Grant Application to the Environmental Protection Agency	54
3. Contracts	
a. Request to Sign the Contract with City of Saint Paul's Right Track Youth Employment Program pertaining to the Spring Internship Program	55
b. Approval for a Contract that Exceeds \$175,000 with eCapital Advisors LLC for continuing Oracle EPM support through 2025	56
c. Amendment to Equifax Consulting Agreement for Unemployment Services	57
d. Contract Amendment #8 for DLR Architects for the Hidden River Middle School Renovation and Addition (Project # 3140- 20-02)	59
e. Award of Solar Photovoltaic System Installation at Bruce Vento Elementary	61
f. Design Services for the 740 York RTU Replacement and Roofing Project (Project # 1140-25-01)	62
g. Design Services for The Heights Community School HVAC Replacement and Fire Suppression Project (Project # 1120-25- 01)	64
4. Agreements	
a. Creighton University - University Professional Agreement with SPPS	66
b. Saint Catherine University - University Professional Agreement with SPPS	67
c. Augsburg University - University Professional Agreement with SPPS	68
d. St. Thomas University - University Professional Agreement with SPPS	69
e. College of St. Scholastica - University Professional Agreement with SPPS	70

f.	Alfred Adler Graduate School - University Professional Agreement with SPPS	71
g.	Approval of Employment Agreement Between Independent School District No. 625 and Minnesota School Employees Association, Representing Classified Confidential Employees Association	72
h.	Enter into Lease Agreements with Apple for iPad Charging Carts	74
i.	Enter into Lease Agreements with Apple for iPads	75
j.	Enter Lease Agreement for Sale of District iPad Inventory Approval	76
5.	Administrative Items	
a.	Monthly Operating Authority	77
b.	Recommendations for Exclusion of Students Non-Compliant with Minnesota Statute 121A.15 Health Standards: Immunizations	78
c.	Human Resource Transactions	79
d.	Facilities Department FY25 Purchases over \$175,000	86
e.	Phase Gate Approval of the FY25 Flooring Replacement Program at Como Park Elementary, Randolph Heights Elementary, Humboldt High School, Farnsworth Aerospace Upper Campus, and Maxfield Elementary (Project # 0225-25-01): Gate #3 – Project Budget	87
f.	Phase Gate Approval of the FY25 Paving Replacement Program at 360 Colborne and Hubbs Center (Project # 0800-25-01): Gate #3 – Project Budget	89
g.	Phase Gate Approval of the Maxfield ES Parking Lot Extension (Project # 4180-25-01): Gate #3 – Project Budget	91
h.	Phase Gate Approval of the Washington Technology Roofing and Paving (Project # 4040-24-01): Gate #3 – Project Budget	93
6.	Bids	
a.	Phase Gate Approval of the Bruce Vento Elementary - New Construction Project WS 32F (Project #1020-22-01): Gate #4 - Contract Award	95
b.	Phase Gate Approval of the Bruce Vento Elementary - New Construction Project WS 32F (Project #1020-22-01): Gate #4 - Contract Award	97
7.	Change Orders	
a.	Change Order #6 for NAC Mechanical and Electrical Services for the Highland Park Middle School Entry Addition and Renovation Project (Project #3081-23-01)	99
b.	Change Order #1 for MCI Carpet One for the Bruce Vento New Construction project (Project # 1020-22-01)	101
<b>B.</b>	<b>Further Items That Require Board Action</b>	

1.	Certification of the 2025-26 School Year Tax Levy	103
2.	3-Year School Calendar: July 2025-June 2028	105
13.	<b>INFORMATIONAL AGENDA ITEMS</b>	
A.	FIRST READING: Policy 550: Cell Phones and Personal Electronic Devices	123
14.	<b>BOARD OF EDUCATION</b>	
A.	Information Requests/Responses and Items for Future Agendas	
B.	Board of Education Reports/Communications	
15.	<b>ADJOURNMENT</b>	

#BoldSubject#

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

**DATE:** December 19, 2024

**TOPIC:** Acknowledgment of Good Work Provided by Outstanding District Employees

**A. PERTINENT FACTS:**

1. Kaitlin Scott, a French teacher at Harding Senior High School, won the Early Career Award at the 2024 annual Minnesota Teachers of Language and Culture (MCTLC) conference.

The Early Career Award is given in recognition of outstanding promise in providing excellence in instruction in the world language classroom by a language teacher in Minnesota in their first three years of teaching.

2. Megan Budke, the district's Immersion, Indigenous, & World Language Coordinator, earned the Administrator Award at the 2024 annual Minnesota Teachers of Language and Culture (MCTLC) conference.

This award is given in recognition of outstanding service to and support of education in world languages and cultures by a current administrator who is not a world-language educator.

3. SPPS teachers Lighter Moo and Ehtalow Zar became the first Tier 3 and 4 licensed teachers of Karen language in the state of Minnesota. Lighter Moo teaches at Humboldt High School, and Ehtalow Zar teaches at Johnson Senior High School.

4. Central Senior High School German teacher Charles Bublitz earned the German Embassy Teacher of Excellence Award.

The German Embassy in Washington, in cooperation with the American Association of Teachers of German, each year honors three especially outstanding, early-career American teachers with the German Embassy Teacher of Excellence Award.

The award is intended to raise local awareness of German teachers who are still early in their careers and bolster them in their teaching profession. The award includes travel costs to the American Council of Teachers of Foreign Languages national conference, where Mr. Bublitz was officially recognized.

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

**B. RECOMMENDATION:**

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

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

**DATE:** December 19, 2024

**TOPIC:** Acknowledgement of Good Work Provided by Students

**A. PERTINENT FACTS:**

1. Thirteen students from Saint Paul Public Schools received a \$3,000 scholarship from The Optimist Club of St. Paul.

The Optimist Club held its annual Youth Appreciation Dinner on November 7, awarding 15 students from St. Paul (13 from Saint Paul Public Schools) with \$3,000 scholarships. Each honoree was nominated by a school counselor in recognition of their success in overcoming significant obstacles in their young lives.

Optimist Club member John Tillotson told *The Pioneer Press*: "All of these students have incredible self-motivation in pushing themselves to adapt and face things head on to grow in many ways. We are so impressed by their grit and resilience. They are just great examples of what can be possible."

Said one attendee of the event: "It was truly a night that I will never forget and an experience that I've been telling everyone about, from my colleagues to my friends and family."

This year's Optimist Club Scholarship recipients are:

David Ortiz, Creative Arts Secondary  
Maxine Yeboah, Gateway to College  
Abdullah Abdulaziz, Harding Senior High School  
William Rubio, Harding Senior High School  
Oscar Tadeo, Harding Senior High School  
Tiffany Tran, Harding Senior High School  
Noah Grisham, Johnson Senior High School  
Jessica Vue, Johnson Senior High School  
Eh K Yaw, Johnson Senior High School  
Murtaza Ahmadi, LEAP High School  
Maybelin Henriquez, LEAP High School  
Lorena Rosas, LEAP High School  
Mariyam Kajela, Washington Technology High School

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

**B. RECOMMENDATION:**

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

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

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

**November 19, 2024  
4:30 p.m.**

**MINUTES**

**I. CALL TO ORDER**

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

**II. ROLL CALL**

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

Administration: Superintendent Thein, C. Long, K. Thao, D. Wells, P. Pratt-Cook, A.  
Collins, J. Turner, S. Gray Akyea, E. Wacker, S. Dahlke, K. Walker

**III. APPROVAL OF THE ORDER OF THE MAIN AGENDA**

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

**IV. MOTION TO CLOSE MEETING**

**MOTION: It was moved by Director Henderson and seconded by Director Carrillo that the Board of Education close the special meeting and continue the meeting as a closed meeting pursuant to Minn. Stat. section 13D.05, subd. 3(b) to consider strategy for labor negotiations, including negotiation strategies, developments, discussion, and review of labor negotiation proposals for the bargaining units AFSCME and Classified Confidential Employees Association (CCEA), as is provided for by Minnesota Statutes Section 13D.03. The motion passed by acclaim.**

**V. NEW BUSINESS**

The Board of Education and staff discussed the matter of strategy for labor negotiations for these bargaining units - AFSCME and Classified Confidential Employees Association (CCEA), as is provided for by Minnesota Statutes Section 13D.03.

**VI. MOTION TO OPEN MEETING**

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

## **VIII. ADJOURNMENT**

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

The meeting adjourned at 4:45 p.m.

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

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education



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

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

Available Streaming Online at [www.spps.org/boe](http://www.spps.org/boe) and Saint Paul Cable Channel 16

**November 19, 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: E. Valliant, H. Henderson, U. Ward, J. Vue, C. Allen, Y. Carrillo, C. Franco

Interim Superintendent Thein

K. Walker, Assistant General Counsel; S. Dahlke, Assistant Clerk

**3. APPROVAL OF THE ORDER OF THE MAIN AGENDA**

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

The motion was approved by roll call vote:

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

**4. RECOGNITIONS**

**BF 34034** Acknowledgment of Good Work Provided by Outstanding District Employees

**Mark Bauch**, a special education educational assistant at Washington Technology, has been named the 2024-25 Education Minnesota Education Support Professional (ESP) of the Year.

Mark is in his 14th year as an educational assistant for ninth-grade special education students at Washington. "While I am in the classroom, I will go around the whole classroom while keeping an eye on my (special education) students," he said in nomination materials for the award. "I never want the kids that I work with to be singled out."

Mark was born and raised in St. Paul, which allows him to connect not only with his students but with their families. "Because I was born and raised here, I tend to know the families of my students," he said.

Mark's colleagues say that he is respected by students and staff alike, both for the relationships he builds and the expertise he brings to the classroom. "Many staff members frequently consult him for advice, whether for instructional support or behavior management," said Tim Hayden, special education teacher at Washington. Mark is particularly skilled at working with students facing the greatest learning challenges. "Where others see difficulty, Mark sees opportunity," Hayden said.

As the 2024-25 ESP of the Year, Mark will receive an iPad or Chromebook and a \$1,200 honorarium. He will also receive an all-expenses paid trip to the National Education Association ESP Conference next spring.

"Education support professionals are the backbone of our public schools, and schools simply can't function without them," said Education Minnesota President Denise Specht. "Mark's passion for his students, support for his colleagues and commitment to his community exemplify the best that Minnesota ESPs have to offer."

#### **BF 34035** Acknowledgement of Good Work Provided by Students

1. **Johnson Senior High School** is Saint Paul Public Schools' First Unified Champion City School.

Johnson has shown a commitment to inclusion by meeting 10 national standards of excellence centered around the three Unified Champion Schools (USC) pillars of Unified Sports, Inclusive Student Leadership and Whole School Engagement.

Johnson Senior High School is the first Unified Champion City School to become a National Banner School.

From Special Olympics MN's nomination: "From involvement in Unified Soccer and Basketball to jumping into the icy waters of Lake Nokomis as part of a Cool School Plunge, Johnson's Unified program exemplifies how the Inclusion Revolution and Special Olympics can impact students, educators, and entire schools."

2. Highland Park Senior High School's **Tenzing Walker** was named Mr. Soccer for Class AA. This award goes to the best soccer player at the Class AA level throughout the state.

Walker is the first-ever Mr. Soccer from Highland Park Senior, and for the St. Paul City Conference. He finished his Highland Park career as the school's all-time leading goal scorer, with 33 goals and 22 assists. The Scots finished second in the conference, and Walker was awarded with the St. Paul City Player of the Year as well.

3. The Highland Park Senior High School girls cross country team placed first overall in the Class AA State Tournament. **Grace Lewis-Mosher** and **Claire Vukovics** finished first and second - the first runners in Highland Park cross country history to finish 1-2 in a State Tournament. The team even earned a shoutout on ESPN's New York City Marathon coverage.

On the boys side, Como Park Senior High finished in fourth place in State - with **Charlie Loth** (seventh place) and **Arthur Anderson** (19th) both finishing All-State. Como Park achieved their highest placement ever at the Boy's State Cross Country meet with a Fourth overall finish as a team.

Highland Senior finished ninth, with Mason Deegan earning All-State.

The cross country State Meet finishers are:

#### **Class AA Girls**

**Grace Lewis-Mosher** (Highland Park) 1st place

**Claire Vukovics** (Highland Park) 2nd place

**Samantha Palm** (Highland Park)

**Ruby Peterson** (Highland Park)

**Ellile Moore** (Highland Park)

**Ingrid Haaland** (Highland Park)

**Zoe Moore** (Highland Park)

**Lilly Coyle** (Como Senior)

**Lu Beckman** (Como Senior)

**Hanna Koch** (Highland Park)

**Alice Rapacz** (Highland Park)

#### **Class AA Boys**

**Charlie Loth** (Como Senior) 7th place

**Mason Deegan** (Highland Park)

**Arthur Anderson** (Como Senior)

**Ben Clark** (Como Senior)

**Jack Douglas** (Como Senior)

**Hazel Small** (Como Senior)

**Logan Small** (Como Senior)

**Niko Turnure** (Como Senior)

**August Johnson** (Highland Park)

**Theo Henum** (Highland Park)

**Noah Waln** (Highland Park)

**Charles Johnson** (Highland Park)

**Cooper Foss** (Highland Park)

**Colin Johnson** (Como Senior)

**Leif Loge** (Highland Park)

**Toby Henum** (Highland Park)

4. **Aleia Lueck**, a junior at Como Park Senior High, competed in the AA State Swim & Dive Tournament this past weekend. Aleia finished in fourth place in the Girls 50 Yard Freestyle A final event. She also finished in sixth place in the 100 Yard Backstroke A Final event.

5. Central High School Swim & Dive Team State Meet participants are **Cecily Jones, Hannah Johnson, Turin Johnson, Ella Neal, Imogin Forsys and Lila Mae**. **Sandy Whitaker** is the Central Girls Swim & Dive Coach.
6. The following student athletes from Central Senior High competed in the State AAA Cross Country Meet: **Laura McClary, Halina Tompkins, Nora Murphy, Elsa Lindfors, Lilian Schauer, Katie Norton-Bower, Rosie Reeder**. The Central girls finished 15th overall at state.

**5. PUBLIC COMMENT**

- |                                           |                                                   |
|-------------------------------------------|---------------------------------------------------|
| 1. <b><u>Marianne Milligan</u></b>        | Return of 4 days of after school programming      |
| 2. <b><u>Abdirahaman Ali</u></b>          | Educational Experiences for Black Youth           |
| 3. <b><u>Dashawn Robinson</u></b>         | Educational Experiences for Black Youth           |
| 4. <b><u>Kananisa Abanesh</u></b>         | Educational Experiences for Black Youth           |
| 5. <b><u>Terryce Jett-Lewis</u></b>       | Educational Experiences for Black Youth           |
| 6. <b><u>Elijah Wagner</u></b>            | Educational Experiences for Black Youth           |
| 7. <b><u>Ryan Alexander-Cohen</u></b>     | Educational Experiences for Black Youth           |
| 8. <b><u>Lashay Matthews-Deloatch</u></b> | Educational Experiences for Black Youth           |
| 9. <b><u>Siariya Goss</u></b>             | Educational Experiences for Black Youth           |
| 10. <b><u>Miriam Rangel</u></b>           | Facility Assessment for Elem. and Middle Capacity |
| 11. <b><u>John Brodrick</u></b>           | Thanks for work w/ UHC and HP                     |
| 12. <b><u>Kaiti Shelton</u></b>           | Benjamin E. Mays Afro-centric focus planning      |

**6. APPROVAL OF THE ORDER OF THE CONSENT AGENDA**

**MOTION:** Director Henderson moved approval of the Order of the Consent Agenda with item 3-a: Request to Sign the Contract between the City of Saint Paul Parks and Recreation (Right Track) and SPPS pertaining to the 3M STEP Program pulled for separate consideration. The motion was seconded by Director Franco.

The motion was approved by roll call vote:

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

**7. APPROVAL OF THE MINUTES**

A. Minutes of the Regular Meeting of the Board of Education of October 22, 2024

**MOTION:** Director Henderson moved approval of the Minutes of the Regular Meeting of the Board of Education of October 22, 2024. The motion was seconded by Director Vue.

The motion was approved by roll call vote:

Director Valliant	Yes
Director Henderson	Yes

Director Ward	Yes
Director Vue	Yes
Director Allen	Yes
Director Carrillo	Yes
Director Franco	Yes

## 8. COMMITTEE REPORTS

### A. Minutes of the Committee of the Board Meeting of November 6, 2024

At the Committee of the Board Meeting on November 6, 2024, Director Ward recapped the recent election, and reiterated the values that we as a District have expressed, including that everyone can join, grow, learn, be respected, and be supported in SPPS. Within the Superintendent's Announcements, Dr. Theirn thanked our staff for their care of our students during the election season, as well as the mock election, and thanked administrators for their help on Election Day in our buildings. He also noted that United Healthcare and HealthPartners have settled their agreements, and he thanked the Board for showing that they care about our employees.

The first report was the Cell Phone Policy Plan, with Board discussion at three points. For the level of detail in the policy, the Board shared the need for enough detail to support teachers and not to over penalize students, clear expectations for when devices can and cannot be used, intensity of the policy, different options for the policy, the need for a standard rule and uniformity across the district, expectations that could begin in elementary school, and guidelines for how it will be enforced. For a review of the assumptions and the grounding process and outputs discussion, the Board discussed the implementation timeline, further details on exceptions for medical needs, a tiered response protocol, cell phone use for instructional purposes, discussion on this policy to not perpetuate inequitable practices, modeling of this policy by staff and collective accountability, details of expectations for staff, parent or family communication to students while in the classroom, grace for emergency situations, and parent engagement and surveys. The Board then discussed the engagement process and potential modification process, noting the work with the Policy Work Group, engagement for classroom educators and tools for them to enforce this policy, focus groups, including an additional staff focus group, support for clerks, and timeline of engagement within the three readings process.

The next presentation included a report on the SPPS draft 2025 legislative agenda. Questions and discussion from the Board included the safety of funding for K-12 education, reporting to the Board and community about the legislative process, the dollar amounts for each proposal, the importance of a unified front at the capital and work of partner organizations, as well as questions about medical reimbursements for mental health.

The next presentation was the Facilities Master Plan 2.0. This presentation sparked discussion about the details on the facilities use and utilization report, staffing for the infrastructure investments and budgetary impacts to the facilities staff and upkeep of our buildings, impacts of enrollment shifts, interests and marketability of buildings, checkpoints for reporting to the Board and cadence of information, and details on the engagement and consultation work.

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

The motion was approved by roll call vote:

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

## 9. FUTURE MEETING SCHEDULE

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

- 2024
  - December 17

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

- 2024
  - December 3

### C. Action on Proposed 2025 Schedule for Regular and Committee of the Board Meetings

**MOTION:** Director Henderson to approve, seconded by Director Vue, the proposed schedule of meetings for the 2025 calendar year as follows:

#### 2025 REGULAR MEETING DATES

- January 7 (Annual Organizational Meeting at 4:00pm)
- January 21
- February 18
- March 18
- April 22
- May 20
- June 10 (Special re: Non-Renewals at 4:00pm)
- June 17
- July 15
- August 19
- September 23
- October 21
- November 18
- December 16

#### 2025 COMMITTEE OF THE BOARD MEETING DATES

- January 7
- February 4
- March 4
- April 8
- May 6

- June 10
- August 6 – Wednesday (Primary Election)
- September 9
- October 7
- November 5 – Wednesday (Election Day)
- December 2

The motion was approved by roll call vote:

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

D. Motion to Schedule a Special Meeting of the Board of Education on December 5, 2024 regarding the Superintendent Search

**MOTION:** Director Henderson moved to schedule a special meeting of the Board of Education on Thursday, December 5, 2024 beginning at 4:30pm regarding the Superintendent Search, and where the Superintendent Search Task Force will present recommended candidates to the Board, and to the public. Director Vue seconded the motion.

The motion was approved by roll call vote:

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

**10. SUPERINTENDENT'S ANNOUNCEMENTS**

Superintendent Thein offered congratulations and a happy new year to the Hmong community of SPPS. He attended the Hmong New Year celebration at Harding last Friday, and really enjoyed it, and thanked the staff and community for the wonderful program and great joy.

He went on to note that on Wednesday, November 20<sup>th</sup> at American Indian Magnet, there will be a debut screening of film about the SPPS literacy journey, and provided a recap of the documentary including that over the past three years, SPPS has been changing literacy teaching to positively impact student outcomes in reading.

**11. AGENDA ITEMS THAT REQUIRE BOARD ACTION**

**1. Consent Agenda**

**MOTION:** Director Ward moved approval of all items within the consent agenda withholding item 3-a: Request to Sign the Contract between the City of Saint Paul Parks and Recreation (Right Track) and SPPS pertaining to the 3M STEP Program for separate consideration. Director Vue seconded the motion.

The motion was approved by roll call vote:

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

1. Gifts

**BF 34036** Minneapolis Foundation (Twin Cities' Dunkers) Donation to SPPS Athletic Department and SPPS High School Athletic Programs

That the Board of Education authorize the Superintendent (designee) to receive, and disbursement of the donated funds as listed herein.

2. Grants

**BF 34037** Request for Permission to Accept a Grant from the Ecolab Foundation

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

**BF 34038** Request for Permission to Submit to the Travelers and Travelers Foundation Academic and Career Success Grant

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Travelers and Travelers Foundation Academic and Career Success grant program; to accept funds; and to implement the project as specified in the award documents.

**BF 34039** Request for Permission to Accept Funds from the CHS Foundation's National FFA Convention Grant

That the Board of Education authorize the Superintendent (designee) to accept funds from the CHS Foundation's National FFA Convention grant program and to implement the project as specified in the award documents.

**BF 34040** Request for Permission to Submit to the Minnesota Department of Education's Grow Your Own Early Childhood and Family Education Grant



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

**BF 34041** Request for Permission to Submit to the Federal Communications Commission's Schools and Libraries Cybersecurity Pilot Program Grant

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Federal Communication Commission's Schools and Libraries Cybersecurity Pilot Program; to accept funds; and to implement the project as specified in the award documents.

**BF 34042** Request for Permission to Accept Ecolab's FIRST Robotics Grant

That the Board of Education authorize the Superintendent (designee) to accept grant funds from Ecolab's FIRST Robotics Grant program and to implement the project as specified in the award documents.

**BF 34043** Request for Permission to Submit to the Minnesota Department of Employment and Economic Development's Child Care Economic Development Grant

That the Board of Education authorize the Superintendent (designee) to submit a grant to the Minnesota Department of Employment and Economic Development's Child Care Economic Development; to accept funds; and to implement the project as specified in the award documents.

**BF 34044** Request for Permission to Accept a Grant from Allina Health

The Board of Education authorizes the Superintendent (designee) to accept funds from Allina Health's Change to Chill grant program and to implement the project as specified in the award documents.

**BF 34045** Request for Permission to Submit a Grant to the US Department of Agriculture's AGRI Full Tray Farm to School and Early Care Grant

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

3. Contracts

4. Agreements

**BF 34046** Alexandria Community and Technical College - University Partnership Agreement with SPPS

That the Board of Education authorize the Superintendent (designee) to approve this partnership with Alexandria Community and Technical College for student internship experiences for speech-language pathologist assistants.

**BF 34047** Request to Sign the School Counseling Internship Agreement with Minnesota State University, Mankato

That the Board of Education authorize the Superintendent (designee) to sign the School Counseling Internship Agreement between Saint Paul Public Schools and Minnesota State University, Mankato.

**BF 34048** Request to Sign the School Counseling Internship Agreement with St. Cloud State University

That the Board of Education authorize the Superintendent (designee) to sign the School Counseling Internship Agreement between Saint Paul Public Schools and St. Cloud State University.

**BF 34049** Request to Sign the School Counseling Internship Agreement with University of Mary (North Dakota)

That the Board of Education authorize the Superintendent (designee) to sign the School Counseling Internship Agreement between Saint Paul Public Schools and the University of Mary

**BF 34050** Request to Sign the School Counseling Internship Agreement with University of Wisconsin – River Falls

That the Board of Education authorize the Superintendent (designee) to sign the School Counseling Internship Agreement between Saint Paul Public Schools and University of Wisconsin – River Falls.

**BF 34051** St. Mary’s Social Work Professional Agreement

That the Board of Education authorize the Superintendent (designee) to approve this partnership with St. Mary’s for student internship experiences for social work.

**BF 34052** University of Wisconsin Eau Claire Partnership

That the Board of Education authorize the Superintendent (designee) to approve this partnership with University of Wisconsin-Eau Claire for student internship experiences for speech-language pathologists.

**BF 34053** Approval of Employment Agreement Between Independent School District No. 625 and American Federation of State, County and Municipal Employees, District Council 5, Local Union No. 844, Representing Clerical and Technical Employees

That the Board of Education of Independent School District No. 625 approve and adopt the Agreement concerning the terms and conditions of employment for American Federation of State, County and Municipal Employees, Local Union No. 844, District Council 5, representing clerical and technical employees in this school district; duration of said Agreement is for the period of July 1, 2024, through June 30, 2026.

5. Administrative Items

**BF 34054** Monthly Operating Authority

That the Board of Education approve and ratify the following checks and electronic transfers for the period September 1, 2024- September 30, 2024.

(a) General Account	#777716-778614	\$48,356,255.99
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	#0011144-0011167	
	#7005332-7005354	
	#0011060-0011231	
(b) Construction Payments	- 0 -	\$14,027,835.14
(c) Debt Service	- 0 -	\$2,000.00
		\$62,386,091.13

Included in the above disbursements are two payrolls in the amount of \$43,233,201.98 and overtime of \$310,250.77 or 0.72% 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 March 31, 2025

**BF 34012** 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 November 19, 2024, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

**Human Resources Transactions**

**BF 34055** Transactions for October 1 – October 31, 2024

**BF 34056** Settlement of Insured Claim

That the Board of Education approve the settlement of the above referenced lawsuit, authorize the Superintendent to sign the Settlement Agreement, and authorize and direct its insurer to issue payment in the amount of \$75,000.

**BF 34057** Phase Gate Approval of the Cherokee Heights Elementary School Building

That the Board of Education approve the Cherokee Heights Elementary School Building Systems Replacements (Project # 2070-23-01) at Phase Gate Check #3 – Project Budget; setting the final project budget at \$20,488,000 and indicating direction to proceed with construction bidding.

**BF 34058** FY2025 Indoor Air Quality Management Plan

That the Board of Education adopt the IAQ Management Plan by approval of this agenda item.

6. Bids

**BF 34059** Phase Gate Approval of the FY23 Mechanical Replacements at Nokomis Montessori North and Highland Park Senior High School (Project # 0579-23- 01): Gate #4 - Contract Award

That the Board of Education approve the award of Bid No. A25-5009 for the FY23 Mechanical Replacements at Nokomis Montessori North and Highland Park Senior High School (Project # 0579-23-01) to Nasseff Mechanical for a lump sum base bid of \$982,108.

7. Change Orders

**ITEMS PULLED FOR SEPARATE CONSIDERATION**

**BF 34060** Request to Sign the Contract between the City of Saint Paul Parks and Recreation (Right Track) and SPPS pertaining to the 3M STEP Program

Director Franco noted that he pulled this item for separate consideration because he is employed by the City of Saint Paul with Right Track, and he will be abstaining from this item due to conflict of interest.

**MOTION: Director Ward moved that the Board of Education authorize the Superintendent (designee) to sign the contract with the City of Saint Paul Parks and Recreation (Right Track) for FY25. Director Valliant seconded the motion.**

The motion was approved by roll call vote:

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

**FURTHER AGENDA ITEMS THAT REQUIRE BOARD ACTION**

1. Policy Update

a. THIRD READING: Budget Policy

Director Ward presented this report. He noted that there were no changes from the second reading, and this policy was submitted to the work group at the beginning of this calendar year, and with the seating of the new board members, and discussions in Policy Work Group, the language was changed to be more workable, and the hope is to bring it forward to provide the community with a clear pathway to shape the spending decisions, and for the Board to present a greater opportunity to represent the community who brought them here.

Director Vue noted that it will be important to have meeting days schedules for the budget process as outlined in the policy, and there should be dedicated time on the calendar, just as the future Regular and Committee meetings were scheduled earlier in the meeting. Director Ward noted that he is excited to work on that aspect, and to work on the scheduling for next year for the build-up to the next budget adoption in June. He is open to watching the implementation and modifying it as needed, and

encouraged his colleagues to monitor it, note anything that was missed, and work to ensure the success of the policy.

Director Henderson shared with the community the next steps. The policy notes a public input session in the fall prior to Winter Break, and while that may not happen this year, there will need to be conversations, and working sessions, which will occur prior to the third full week in January as an opportunity for the Board to come together to advise Administration on what they want to see in the budget options going forward, and will be a public meeting to see the process and work, and note concerns that are directly related to them to the Board.

Director Carrillo echoed Director Ward on the sentiment of the policy, and the ultimate goal is something the community is asking for and has been asking, and he is happy and expecting to see how we enter a new era of communications with the community and in a way that supports staff and maintains the integrity as an organization, and is overall, a good step for us.

The full presentation can be found in the BoardBook.

**BF 34061**      THIRD READING: Budget Policy

**MOTION:**      **Director Henderson moved to approve the proposed policy - Budget Policy. Director Ward seconded the motion.**

The motion was approved by roll call vote:

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

2. Resolution Relating To \$59,900,000 General Obligation School Building And Facilities Maintenance Bonds, Series 2024B; Ratifying The Award Of Sale, Prescribing The Form And Details And Providing For The Payment Thereof

Superintendent Thein then introduced Tom Sager, Executive Chief of Financial Services, to present these items. Within the presentation was information on the purpose of the G.O. School Building and Maintenance Bonds, Series 2024B in that the bonds will be used to provide funds for various capital projects and facilities maintenance projects identified by the District, the mechanism, and the authority. The Bid Summary was shared, as well as the Sale Summary, and next steps. Information was also shared on the G.O. School Building Refunding Bonds, Series 2024C, including the purpose of a refund the outstanding maturities of Series 2013B and 2015A School Building Bonds to achieve debt service savings, the mechanism, and the authority. The Bid Summary was shared, as well as the Sale Summary, the Savings Detail, and the calendar overview.

**QUESTIONS/DISCUSSION:**

- Director Valliant requested information on the explanation of a bond and how they work. Response: Bonds are like a mortgage on a house, with a par amount and a premium. Information on the interest rates was also noted. Bonds are secure, and if a bond is issued and

matures in five years with a 3.7% interest rate, the owner of the bond would receive that interest throughout the life of the bond, and in five years would receive the full amount.

- Director Carrillo requested information on the bond rating and the rating for SPPS in comparison to other districts in the state. Response: The bond rating was through the firm Moody's and was affirmed at AA, which is a very solid rating and does make a difference in interest rates, and for the overall financial structure of the district, every percentage point does make a difference over a 20 year period.

**BF 34062** Resolution Relating To \$59,900,000 General Obligation School Building And Facilities Maintenance Bonds, Series 2024B; Ratifying The Award Of Sale, Prescribing The Form And Details And Providing For The Payment Thereof

**MOTION:** Director Henderson moved to approve the Resolution Relating To \$59,900,000 (fifty-nine million, nine hundred thousand dollars) General Obligation School Building And Facilities Maintenance Bonds, Series 2024B; Ratifying The Award Of Sale, Prescribing The Form And Details And Providing For The Payment Thereof. Director Carrillo seconded the motion.

The motion was approved by roll call vote:

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

3. Resolution Relating To \$13,415,000 General Obligation School Building Refunding Bonds, Series 2024C; Ratifying The Award Of Sale, Prescribing The Form And Details And Providing For The Payment Thereof

**BF 34063** Resolution Relating To \$13,415,000 General Obligation School Building Refunding Bonds, Series 2024C; Ratifying The Award Of Sale, Prescribing The Form And Details And Providing For The Payment Thereof

**MOTION:** Director Henderson moved to approve the Resolution Relating To \$13,415,000 (thirteen million, four hundred and fifteen thousand dollars) General Obligation School Building Refunding Bonds, Series 2024C; Ratifying The Award Of Sale, Prescribing The Form And Details And Providing For The Payment Thereof. Director Valliant seconded the motion.

The motion was approved by roll call vote:

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

**QUESTIONS/DISCUSSION:** None

## 10. INFORMATIONAL AGENDA ITEMS

### A. Financial Literacy PreK-12

Superintendent Thein then welcomed Craig Anders, Executive Director of Teaching and Learning and Dr. Charlotte Landreau, Director of the Office of Innovation, to present this report.

The report began with a grounding in Minnesota State Statute 120B.024 which states, “b) Students who begin grade 9 in the 2024-25 school year or later must successfully complete a course for credit in personal finance in grade 10, 11 or 12. A teacher of a personal finance course that satisfies the graduation requirement must have a field license or out-of-field permission in agricultural education, business, family and consumer science, social studies or math.”

Information was then shared on Pre-Kindergarten lessons, including four play-based lessons per school year, as well as activities in PreK. Elementary K-5 lesson information was also shared, as well as information on the fifth grade BizTown activity. In middle school 6-8 financial literacy, information was shared on the mini-units in Foundations, and the grade 8 Finance Park activity and Junior Achievement Finance Park onsite simulation. Details were also shared on the high school 9-2 financial literacy components, current personal finance standards, current personal finance courses, Minnesota statute on unique personal finance course, new course development process for 2023-2025, the new personal finance as a graduation requirement, personal finance curriculum outline, and next steps.

The full presentation can be found in the BoardBook.

### **QUESTIONS/DISCUSSION:**

- Director Carrillo noted the community justice in the arena of learning about finance, and how students can connect with this topic in their neighborhoods and the changes that they can make and their individual contribution. Response: That was a theme in the work group, and Ojamba Place and the East Side Housing partners centered how students develop an understanding and their role of developing personal finance in the context of community, and it’s societ-ywide and personal. It was put into the space and theme of student’s critical ethnic studies and their pride in the community, and developing advocacy and connection in their lives and society.
- Director Carrillo also noted the partners and businesses and community organizations to come to the classroom and collaborate with teachers, and a framework for their work in the course development. Staff noted that there are assorted activities where partners are connected, but are not a part of every unit. Teachers sort through the curriculum and plan for next year and the plan for partner organizations, but there is a balance.
- Director Vue requested information on anticipated outcomes of the course. Response: It was noted it was an elective course and when it is broadened to all students, there will be different access to it, including for MLL students, and to be intentional in the course development and materials available to all students. There will also be ongoing teacher support and development, with an excited 12 teacher cohort currently. We need it to be valuable for students and will continue to build upon the themes and ensure students are benefiting from the information with culture and identity built into the curriculum, and the reasons it is important for them.

- Information on the broad range of licenses of educators was also requested, with support for all teachers and to try the curriculum and scheduling time and with site administration to determine who will teach the courses.
- Director Franco noted questions about the Office of College and Career Readiness and their work in this course, and how we will continue to elevate the work in terms of internships, and the students' futures.
- He also requested details on the considerations of human development into building the course. Administration provided details on the start in elementary school about the identity of the student and themselves as a consumer, and then it builds to identifying different career options, and then builds to being a lifelong learner about the student and their interests and how finances impact their interests. BizTown was discussed and the different roles in the community and impacts on careers, housing, etc. There are also opportunities in the summer for Right Track and other developmentally appropriate opportunities.
- Director Franco also requested information on the best grade to receive this information for young people, and is curious to see the trends that emerge as data is pulled, and also requested information on the assessment of the number of FTEs necessary for this course to be districtwide next year. He also reiterated that he is excited about this work and encouraged thinking about this topic at a local level, with predatory lending in neighborhoods, check cashing, and how to relate it to health as well. He noted research and work of financial empowerment with the City, and the research on framing on wealth justice and building wealth as a community as generational and foundational. He appreciates and looks forward to this work and its progress.
- Director Henderson noted the different cultural practices regarding this topic and how that was considered. Response: That example was discussed in the work group with robust conversation, and students have the right to all information, with options for students and families, and in the curriculum, there is alternative text or activity. The community partners were also helpful in expressing that and with resources to navigate it.
- Director Henderson also requested information on ways in which to incentivize the plan that works for students, as they are signing paperwork and loans and to understand the impact of those decisions. Administration noted that developmental appropriateness, and those choices within the personalized learning plan with counseling curriculum and college and career readiness. It will be important for all students to have access.
- Director Allen noted that she appreciates that this is embedded into the curriculum, especially in early grades, because finances are embedded into all we do, and it will be important to continue to embed them into education. She also noted questions on how to enroll teachers to fill those roles, with communication with all teachers and presenting at Leadership Academy. The other part is supporting them with a robust curriculum with options, and twelve current teachers who are leading and excited about this work. In terms of communicating with students, information is presented in Advisory, and also letting students and families know through schools and principals. In terms of figuring out schedules, especially for those students who may be in music or an immersion program, the students do work with their counselors in January and with scheduling. One of the initiatives is also a districtwide virtual course, which is an asynchronous option. Director Allen noted that it's important that this won't hinder our students from things such as science, math, immersion, other world language skills, and financial literacy should be embedded everywhere.
- Chair Henderson noted that information on loans and such would be best in middle school to understand the cost of college and to have the choice to enroll in PSEO classes to save money on graduating from high school with an associate's degree.
- Intellectual property and understanding information to earn money was also noted.



- Director Valliant noted she is excited it is off to a good start and encouraged the district to continue to find ways to thread it throughout the rest of the school time careers of students, including examples of taxes and ways to connect it to the legislature at the state level and federal level.

#### B. Discussion to Move School Board Elections to Even-Numbered Years

Director Henderson and Director Ward introduced this item, including the statement issued by the Board:

On November 5th, voters approved a ballot referendum to shift city elections to Presidential election years. This means that the Saint Paul Mayor and members of the Saint Paul City Council will all be elected together once every four years on even-numbered years beginning in 2028. This resolution did not shift elections for the Saint Paul Board of Education, which elects its members to staggered four year terms in odd-numbered years.

If nothing else changes, the Saint Paul Board of Education will be the only entity elected every odd-numbered year in Saint Paul. This raises some concerns. We expect that voter turnout would be much lower than it has been for School Board elections. Since we will no longer be splitting the administrative costs of the election with the City of Saint Paul, continuing to hold our elections in odd-numbered years may be cost-prohibitive. And it appears as if there is a desire in our community to hold elections in even-numbered years.

They noted the cost comparisons of keeping the school board voting schedule as is, or changing it to align with the City, as well as the options to move to even-year voting, which would require lengthening terms of some board members by one year, or shortening the terms of some board members by one year.

#### **QUESTIONS/DISCUSSION:**

- Director Vue requested information on the statute that relates to this item, which states that the statute empowers the Board to have an election either in an odd or even year, and a change by resolution. This item will require a resolution and vote to change. The terms of board members will either need to be lengthened by one year or shortened by one year.
- Director Vue also noted that while the Board is not voting on this item tonight and it is informational, the intention is to vote on the resolution to either lengthen or shorten terms at the December Regular Meeting. He suggested that there is not enough information at this point, he encouraged board members to state information that they need to make an informed decision.
- The costs for elections, as well as importance of feedback from community members, were also noted, and importance of the maximum amount of dollars to be spent on community and kids.
- Chief Turner provided an overview on the cost comparisons.
- Director Carrillo noted concerns about the outcome, including in the years served by board members and the effects of this decision on those terms.
- Director Ward noted the pros and cons of the change to even year voting in coordination with the city elections. He believes it makes the most sense to move to even-year voting, because with only the school district races on the ballot, turnout may be low. The fiscal impacts are also a benefit in sharing the costs of the election with the city. He also noted that he would be in favor of lengthening the terms in order to align with even-year voting, because three elections in three years if terms were shortened would be expensive and disruptive, especially at a time when the new superintendent would be onboarding, as well as the adoption of a new governance model and new budget policy.

- Director Vue noted that he believes a vote on the resolution at the upcoming Committee of the Board meeting would be too soon, and would be in favor of it being introduced at the Committee of the Board in December, and then a vote at the Regular Meeting in December.
  - Director Henderson noted it will be important to make a decision soon for those in the community who may be interested in running, as we are receiving questions about it, and it will be important for the community to know the outcome and what to expect. She noted that two resolutions could be presented at the Committee of the Board meeting, and if the Board still does not feel ready to vote on them at that meeting, they could then reassess.
- Director Valliant noted that she would be in favor of extending terms to align with even-year voting and that this change is within the purview of the Board, and will also wait to see the kind of feedback received from community members.
- Director Ward noted that he was hoping to be able to vote on this issue at this meeting, but will wait to see the resolutions and time to consider the language. He will also wait for the December Committee of the Board meeting in order to give community members an opportunity to provide feedback.
- Director Allen noted she would be comfortable with waiting until the Regular Meeting to vote on this item, as it will be important to solicit feedback. She also noted that this is a decision for an additional year of time to be on the Board for some board members. She noted that they may have joined the Board to be committed for four years - not five.
- Director Carrillo noted that he believes this should be presented and voted on at a Regular meeting, as it is fairly consequential to the electorate, and that Committee of the Board meetings are reserved for emergency votes, and a vote at the December Regular Meeting would not be much later than the Committee of the Board meeting and would allow time to hear from community. His inclination is to extend the terms, but will listen to feedback and connect with others.
- There was a question noted about the resolutions and if they will contain the cost breakdowns. Response: That information can be provided, but would not be part of the resolution because it would change every year.
- Director Franco noted that the draft resolution should be presented soon, and suggested a social media post, and video explaining the change, with translations and intentional seeking of feedback.
- Director Valliant noted it will be important to share the costs of elections.
- It was noted to come back to the Committee of the Board in December with information and draft resolutions, as well as next steps.
- Assistant General Counsel Walker noted the state statute and a plan for an orderly transition from odd-year voting to even-year voting.

### C. Superintendent Search: BWP Search Process Update

Director Henderson then shared an update on the superintendent search process. On November 18th, there was a task force meeting where members of the community, families, staff, and administration members underwent training on the process, and grounding and overview of the work ahead. It was an opportunity to dig into what it was we are doing and the expectations around the interview process. Our search firm, BWP, also met with board members to prepare for the interview process, which will occur in early December as the first round. There are a lot of moving pieces and the work is continuing, and while she couldn't share too many details, it is an exciting space together and share collaborations with others from different backgrounds, perspectives, and goals to come together to see the important task for thinking of how to find and hire the next leader of the district.

### **QUESTIONS/DISCUSSION:**

- Director Franco added information on the timeline with the first round of interviews to be December 3rd and 4th, and the week of December 16th for the final interviews with the full Board, and finalists presented from the Task Force.
- The meeting scheduled for December 5th will be the presentation of the finalists from the Task Force, and the community is encouraged to view this meeting.
- Director Vue noted that the Board voted to approve a new meeting for the superintendent search on December 5th beginning at 4:30 p.m. and to ensure that the website conveys the same information.
- Director Allen noted a disturbing issue of the search process in that there is a state statute that prohibits the Board from viewing all the applicants who applied to the district. As a board member, she and her colleagues have two jobs - to hire the superintendent and watch and finalize the budget. The Board does not see the pool of applicants to ensure they are hiring the best superintendent. That is concerning, and while there is a search firm and funds for the experts in this work, the statute is concerning with the restriction on how Board hire a superintendent. It's frustrating and doesn't seem fair to choose from only three candidates.
- Director Carrillo echoed Director Allen's concerns and noted that it is to protect the candidates who may be employed by other districts, and their Board may ask "why is SPPS better than our city?" That aspect also frustrated him, and feels that information on the process and statute should be added to the website to describe to our community how we got here, the work of the consultants, the process and parameters, and helpful explanations for those not on the task force on the website to explain the details.
- Director Ward noted it is frustrating, and as soon as the information is presented to the Board, it is public information and could put the candidate's current job at risk. He acknowledges the frustrations are real, but also feels good about the work of the task force and is optimistic about th outcomes.
- The Board also noted an actionable item to this concern and suggested to add it to the legislative agenda as the second largest district in that state.

### **13. BOARD OF EDUCATION**

#### **A. Information Requests/Responses and Items for Future Agendas**

- Director Franco reiterated his request for conversations about staffing in buildings, especially facilities staffing levels, for a sustainable staffing model to maintain the current infrastructure, as well as the future infrastructure changes as noted in the Facilities Master Plan 2.0. He noted that there have been emails from staff and students, as well as families, to ensure we're engaging in conversations about staffing. He noted that with the snow about to fall, the Operations team will need to discuss and update the Board, for an understanding of the plan to maintain safety in buildings, as well as cleanliness.
- He also requested information and an audit on the athletics in SPPS, including current practices, structure, budget, and program offerings, current leadership, current policies and procedures to ensure every young person interested in participating is able to and has an opportunity.

- Director Valliant requested an update on Artificial Intelligence in SPPS, and how students can use it, not use it, benefits, use as a tool, benefits, and dangers.

B. Board of Education Reports/Communications

- Director Carrillo attended the cross-country running event, and was proud to see SPPS represented, and he congratulated the students and coaches for creating a community of excellence.

**14. ADJOURNMENT**

**Director Henderson moved to adjourn the meeting; Director Franco seconded the motion.**

The motion was approved by roll call vote:

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

The meeting adjourned at 8:41 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**

**December 2, 2024  
4:30 p.m.**

**MINUTES**

**I. CALL TO ORDER**

The meeting was called to order at 4:30 p.m. by Halla Henderson, Chair.

**II. ROLL CALL**

Board of Education: J. Vue, U. Ward, H. Henderson, E. Valiant, Y. Carrillo, C. Franco  
Superintendent Thein  
C. Allen was absent.

C. Long, General Counsel

E. Wacker, K. Thao, P. Pratt-Cook, T. Sager, S. Gray Akyea, A. Collins  
S. Dahlke

S. Bushnell, Outside Counsel

**III. APPROVAL OF THE ORDER OF THE MAIN AGENDA**

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

**IV. MOTION TO CLOSE MEETING**

**MOTION:** It was moved by Director Vue and seconded by Director Carrillo that the Board of Education close the special meeting and continue the meeting as a closed meeting to discuss attorney-client privileged matters as is permitted by Minnesota Statutes Section 13D.05, subd. 3(b) of information regarding pending litigation involving Schrul and Mahanay v. St. Paul Public Schools, ISD 625, Ramsey County District Court Case No. 62-CV-24-7374 as is provided for by Minnesota Statutes Section 13D.05, subd. 3(b). It was passed by acclaim.

**V. NEW BUSINESS**

The Board of Education and Administration then discussed attorney-client privileged matters as is permitted by Minnesota Statutes Section 13D.05, subd. 3(b) regarding pending litigation involving Schrul

and Mahanay v. St. Paul Public Schools, ISD 625, Ramsey County District Court Case No. 62-CV-24-7374.

**VI. MOTION TO OPEN MEETING**

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

**VII. ADJOURNMENT**

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

The meeting adjourned at 6:21 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**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF EDUCATION  
FOR A PUBLIC HEARING ON THE PAY25 LEVY**

**December 3, 2024**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

PRESENT: Director Ward, Director Vue, Director Allen, Director Carrillo, Director Franco, Director Valliant, Director Henderson

Superintendent Thein

Mr. Long, General Counsel and Ms. Dahlke, Assistant Clerk

**3. APPROVAL OF THE ORDER OF THE MAIN AGENDA**

**MOTION:** Director Henderson moved the Board approve the Order of the Main Agenda as published. The motion was seconded by Director Carrillo.

The motion passed with the following roll call vote:

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

**4. OLD BUSINESS**

A. Pay25 Levy: Presentation of Proposal

Superintendent Thein then welcomed Tom Sager, Executive Chief of Financial Services, to provide the presentation on the Pay25 Levy Information. The basics of school levy authority were reviewed, including:

- School levy authority is established in law
- The proposed school levy funds the 2025-2026 school year. The FY26 budget will be adopted in June 2025
- Most districts certify what Minnesota Department of Education (MDE) authorizes in September
- Levies contribute to approximately 20% to 25% of SPPS budget
- School districts are required to include budget information in the Truth in Taxation meeting

The next slides in the presentation included details on All Funds: Revenue by Source, as well as All Funds: Expenditure by Fund. The 2024-2025 General Fund Revenue Sources of \$670,482,201 were also reviewed, as well as the 2024-2025 General Fund Expenditures of \$707,485,812. Graphs were shown for each depicting the specifics in the overall budget.

Information was also presented on the determination of property tax, including the state legislature, taxing jurisdictions, and the county assessor. Major factors impacting property taxes were also reviewed, as well as major levy categories. Factors impacting school levies were also reviewed.

A levy recap showed the levy category, certified Pay25 levy, SPPS proposed Pay25 levy, and the difference. The percent change is 7.92%.

The key drivers of the Pay25 SPPS levy were also reviewed, and included higher enrollment count compared to what was used last year, fewer negative adjustments on this levy compared to the Pay 2024 levy, employee pension contributions, and continued investment in SPPS Builds initiative as outlined and Board approved in July 2024.

The estimated annual property tax impacts to both homes, as well as commercial/industrial, based on increases in market value were also shown. Details on the SPPS' five-year trend for annual property tax levy were also shared, including that in the past five levy cycles, the SPPS total levy has increased on average 3.6 percent per year; and the Consumer Price Index (Inflation) for this same period has averaged 4.5 percent per year. A comparison chart of local school district levies was also presented, as well as a comparison of total property taxes per student in neighboring school systems, and property taxes as a percent of total budget for neighboring school systems. The property taxes as a percent of the general fund and debt service tax revenue per student comparisons were also shown. Details on the child tax credit were also presented.

Finally, the Pay25 Levy Calendar was also reviewed, with the certification of the Pay25 levy by the Board of Education to be voted on at the December 19, 2024 Special Regular Meeting, followed by the certification of the Pay25 levy to Ramsey County by December 30, 2024.

#### **QUESTIONS/DISCUSSION:**

- Director Ward noted the ways in which the District arrived at the tax levy and that it is set at the maximum amount that the Minnesota Department of Education will allow, and that the vast majority of districts to certify the maximum levy that MDE sets for them, and requested further details on the expectations.
- Why do so few districts certify less than the maximum amount? Response: They would then have less revenue for operations. It was also noted that there will also be information presented at the Committee of the Board meeting pertaining to the funding gap.
- Director Carrillo requested clarification on the levy of the dollar amount as opposed to the levy percentage. He also noted the comparison chart and that Minneapolis Public Schools recently approved a referendum.
- Director Carrillo also noted that a referendum would be brought before the community for a vote. It is not based on the consumer price index, and the earning potential of our citizens hasn't increased as much as pricing. We need to fund our schools and take care of our community, and need to meet in the middle. We're not seeing to tax the base on consumer price index, but formulas in legislation that allows the school district to levy.
- Director Franco requested information on the utilities increases, as well as contracts with bargaining units and wage increase amounts. Response: Those will be considered and built into the FY26 budget, and part of the increase is to debt service, as well as OPEB liabilities. Pupil count was also noted in the determination of the levy.
- It was also noted that the levy provides for increases for real costs and those that need to be made up – this is not for new projects.

#### **5. PUBLIC HEARING**

- Peter Hendricks
- Karen Cox
- Tom Riggs
- Luke Aslesen
- Jane Prince
- Michelle Davis
- Charlene Chan-Muelbauer
- Greg Bleese
- Brian Dobie

#### **6. ADJOURNMENT**



**MOTION: Director Henderson moved to adjourn the meeting. The motion was seconded by Director Valliant**

The motion passed with the following roll call vote:

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

The meeting adjourned at 6:56 p.m.

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

Prepared and submitted by  
Sarah Dahlke  
Assistant Clerk,  
St. Paul Public Schools Board of Education

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

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

Available Streaming Online at [www.spps.org/boe](http://www.spps.org/boe) and Saint Paul Cable Channel 16

**December 5, 2024  
4:30 p.m.**

**MINUTES**

**1. CALL TO ORDER**

The meeting was called to order at 4:31 p.m. by Halla Henderson, Chair.

**2. ROLL CALL**

Board of Education: J. Vue, C. Allen, Y. Carrillo, C. Franco, E. Valliant, H. Henderson, U. Ward  
Interim Superintendent Thein  
  
C. Long, General Counsel; S. Dahlke, Assistant Clerk

**3. APPROVAL OF THE ORDER OF THE MAIN AGENDA**

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

The motion was approved by roll call vote:

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

**4. 2024 SUPERINTENDENT SEARCH UPDATE**

Chair Henderson then introduced this update, and welcomed Steve Griesbach from BWP and members of the task force to present this information.

Background information was provided, including information on the selection of the search firm, BWP, and appointment of interim superintendent, Dr. John Thein, as well as extensive feedback from the community that influenced the parameters of the search process. The timeline of the superintendent search was also

reviewed, starting in the Spring of 2024, and will end in December 2024 with the selection of the preferred candidate, followed by contract information and start date determinations in January 2025. The members of the Superintendent Search Task Force were also shared. Information on the first round of interviews was also detailed, including a highly qualified pool of candidates who best matched the leadership profile and stakeholder priorities, and robust discussion among task force members.

The three top candidates are:

- Dr. Brenda Cassellius
- Dr. Rhoda Mhiripiri-Reed
- Dr. Stacie Stanley

Information was then shared about each candidate, including background, current role, areas of focus, and education.

The full presentation can be found in the BoardBook.

### **QUESTIONS/DISCUSSION:**

- Director Franco appreciated the representation on the task force, and noted that this process has been strong and is very confident in the process that was developed together. Initially with the task force, there were 18 folks and it was an opportunity to see the diversity of our district and to see those committed to the success of all students and groups represented. He echoed Director Henderson's appreciation and believes that many folks in the room with a common goal and different perspectives of candidates was critical. It was also important for the group to develop questions, and get to know each other to align the leadership profile and questions and to ensure that the questions asked in this round were derived from community. He also thanked the thousands who participated in engagement sessions and surveys and other data sources to inform our priorities.
- It was also noted the documentation within the process was important, and ensuring that each step was documented, especially in the revision of questions, where the original ones were also kept. It was an opportunity to see the transformation and impacts, and the intentionality baked into the process which was critical. This Board entrusted 18 people to deliver and we want to make sure their job would be difficult, and that is very evident, and the job to choose the superintendent will be difficult and there was a strong pool of candidates who are interested in the work occurring in the District.
- Director Ward noted that he feels fortunate to be a part of the task force, and the members approached the work in a genuine, open and collaborative way who were driven towards finding a consensus. Everyone's opinions were validated and heard. One of the most important roles of a Board is to pick the superintendent, and though there was frustration expressed at the legalities of certain parts of the process, the way this has been run has been great. It has been amazing to see a task force for parents, community members, labour groups and students, as well as three board members, who did an amazing job with rich conversations. As part of the discussion, there was alignment to the rubric. He is excited about the process and the end product, and there are three great candidates to consider.
- Director Carrillo thanked BWP for their work on the process, and helping with coaching and understanding the implications of questions. He noted the building of a leadership profile through community engagement, and hopes that this process will allow the community to feel connected and that their fingerprints are in this work. He also noted the role of the Board in making decisions, and that community input is more than at the ballot box - it is everything. We meet in the middle to be transparent and decisions cannot be made alone in a vacuum. It's impactful

to connect and he shares his seat with many voices to learn and make decisions with input from the community. He hopes that the new superintendent will be one to lead us to a great place, and he thanked everyone for their input, and to Dr. Thein to lead us with a steady hand.

- Director Vue requested information on the state statute that applies to this work and how it was adhered to. Response: It is under the Data Practices Act, Statute 13 on applicant data, which states that the names of applicants shall be private data, except when applicants are considered by the appointing authority for public employment, then the individual is to be interviewed by the authority (the Board of Education in this case), and when they become a finalist, the names become public.
  - How did we adhere to this in this case? Response: BWP screened the initial applicants, and based on the criteria, brought forward 7 candidates to be presented to the task force. Because a majority of the Board was not at those meetings, it was not a quorum, and therefore, it was not subject to the requirement to be made public. Candidates applied through the BWP website and then held by BWP. The board members also agreed that the process with the task force and the quality of the applicants would be stronger if their names were kept private until such time. The names introduced tonight have significant roles in other non-profits or school districts, and there may have been a hesitancy to apply if their names became public further upstream in the process.
- Director Allen requested information on the total number of candidates who applied. Response: There were 21 candidates who applied, from 13-14 different states, with a larger majority from the state of Minnesota.
- Director Allen thanked everyone involved, including community members, board members, and the task force members. It was so valuable to have community involvement. She is excited about the three strong candidates.
- Director Vue requested information on the primary challenges to come to a consensus and how those were addressed. Response: During deliberations, the task force highlighted the pros and cons for each, with weaknesses and strengths, and the candidates' responses. It was a difficult decision to get to the last two candidates. Task force members are glad that everyone on the task force spoke up and spoke about what they liked or didn't like. Every voice was heard and they were able to speak their piece. It was also a teamwork approach, and when the group didn't agree, board members facilitated the discussion to think of different ways to come together as a group. There were multiple votes which also helped to ensure everyone's voice was heard. Members were also respectful of each other.
- Director Vue also noted questions on ways in which the leadership profile was used in the process. Response: When the task force first met, there were a number of activities and walking through the profile accompanied by data from community. They were then able to take that information and determine the main points and craft questions. Within the rubric, there were sections highlighted from the leadership profile with corresponding questions.
- Director Vue also posed a question about improvements within the process for the next superintendent search. Response: Task members noted they wished there was more representation within the candidate pool for those who look like our community, and that more time was given to applicants so that they could apply or be opened to more communities.
- Director Vue also requested information on the role of BWP and their support of the task force. Response: BWP's role was consultant and facilitator of the interviews. They were not present in interview until deliberations began, and the role was to be the moderator and facilitator. They were agnostic in the process, and did not champion any one candidate, and the goal was to make certain that the task force left with a belief that the people presented at tonight's meeting were the candidates that the task force came together to agree upon as the three finalists. He noted that the group worked hard on that, and it was a challenging decision, but they listened to each other,

and people changed perspectives on candidates by listening to each other and the different conclusions based on evidence. He was an outside observer in aew of the work together and decisions that were made together. His role was also to ensure the process moved forward, all voices were heard, and everyone wanted to share their thoughts, especially the students who were strong throughout the discussion. He also helped with facilitation tools and votes to get the discussion going. His role was facilitator, moderator, not passing judgment or contributing to the slate of candidates presented.

- Director Carrillo noted the hard work of the past two days and wondering if the task orce felt there was a presentation of a robust enough set of candidates and they felt comfortable with these three going before the Board. Response: Yes, we are confident in these individuals, but next time do hope for better representation because our district is very diverse. They feel confident on the three finalists presented, including their experience and eagerness to work in SPPS.
- Director Carrillo noted that he is excited about the three candidates, and noted the questions on the representations of the pool of candidates. The District needs to look at “building its bench” and how to ensure we are investing in diversifying folks that are going to be moving into positions here and in other places. The task force members noted that all seven candidates would be able to do the job of superintendent, and there was a lot of rich discussion and positions did change throughout the process. All three candidates are strong leaders, and they all have very different strengths. They are all incredibly strong and brilliant leaders, and we want students to feel seen and heard, and we see that in all three candidates.
- Director Valliant noted her appreciation for the involvement of parents, and engaging parents. She thanked the team and is excited for this work.
- Director Franco also thanked the district staff for their work thus far, including staff from Office of Family Engagement and Community Partnerships to provide support and childcare for task force members, Chief Turner for her work in ensuring alignment with BWP, to Kaying Thao and Sarah Dahlke for their work to ensure the interviews ran smoothly. He also thanked Chair Henderson for her work. Director Ward echoed the appreciation.

**BF 34065** Selection of Candidates to be Interviewed by the Board of Education for the Position of Saint Paul Public Schools Superintendent

**MOTION: Director Henderson moved to approve the recommendation and that the Board of Education selects the following candidates, Dr. Brenda Cassellius, Dr. Rhoda Mhiripiri-Reed, and Dr. Stacie Stanley, to be interviewed by the Board of Education for the position of Saint Paul Public Schools Superintendent. The motion was seconded by Director Carrillo.**

The motion was approved by roll call vote:

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

## **5. ADJOURNMENT**

**Director Henderson moved to adjourn the meeting; Director Franco seconded the motion.**

The motion was approved by roll call vote:

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

The meeting adjourned at 5:30 p.m.

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

Prepared and submitted by:

Sarah Dahlke

Assistant Clerk, St. Paul Public Schools Board of Education

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

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

**December 3, 2024  
5:30 p.m.**

**MINUTES**

**1. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. by Vice Chair Ward.

**2. ROLL CALL**

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

Y. Carillo arrived shortly after Roll Call.

Staff: Superintendent Thein, C. Long, S. Dahlke, S. Gray Akyea, T. Sager, K. Thao, L. Olson, A. Collins, E. Wacker, J. Danielson, K. Morris, S. Schmitt de Caranza, H. Nistler, N. Páez, K. Kimani, C. Green, D. Moser, P. Pratt-Cook, Y. Vang, P. Matamoros. A. Kunz, B. Schmidt, C. Anderson

**3. APPROVAL OF THE ORDER OF THE MAIN AGENDA**

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

**4. SUPERINTENDENT'S ANNOUNCEMENTS**

Superintendent Thein noted that it is a very exciting time in SPPS as the district is searching for a new superintendent and leader for the 34,000 students, staff and Saint Paul community. He thanked the members serving on the committee to move the search forward, and is looking forward to the results of the work.

He went on to note that tonight is the annual Truth in Taxation hearing, and one way for the district to practice open government and present the financial information in a presentation Executive Chief of Financial Services, Tom Sager.

**5. MOTION TO RESCHEDULE THE DECEMBER 17, 2024 REGULAR MEETING TO DECEMBER 19, 2024**

Director Ward noted that the date of the December Regular Meeting will need to be changed due to interviews for the superintendent search scheduled for December 16, 17, and 18.

**MOTION:** Director Ward moved to cancel the Regular Meeting of the Board of Education for Tuesday, December 17, 2024 and schedule a Special Regular Meeting for Thursday, December 19, 2024 beginning at 5:30 p.m. here at the District Administration Office at 360 Colborne. The motion was seconded by Director Franco.

The motion was approved by roll call vote:

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

#### **6. 3-YEAR SCHOOL CALENDAR: JULY 2025-JUNE 2028**

The full presentation can be found in the BoardBook.

#### **QUESTIONS/DISCUSSION:**

#### **7. SCHOOL YEAR 2023-24: DISTRICT OUTCOMES**

The full presentation can be found in the BoardBook.

#### **QUESTIONS/DISCUSSION:**

- Director Henderson noted that these results are alarming, but known.
- She noted questions about what this looks like in a classroom setting and what it means for the majority of a class in math to be failing. What are the interventions and growth? Response: We do receive scores by class and groups of students, and grade level. There are four achievement groups - exceeding, meeting, partially, and not. The MCAs are a standards based criteria assessment taken at the end of the year and a measure of where students are in relation to grade level standards. The data is most helpful in aggregate, and the closer to the individual student, the less reflective it is. The data is most beneficial in determining how far we grew in what we wanted to teach. The assessments show data from year to year. In high school, there are assessments in 10th grade in reading, and 11th in math and science, and it also gives us an opportunity to see where we are in relation to grade level standards.
- Administration noted that they share the disappointment of this results, and that they do not reflect the ability of our students, and we continue to work through strategies and professional development to determine how to interrupt these results. Administration then shared more about how this looks at a classroom level, including targeted service dollars for reading and math interventions, WINN literacy program at middle schools, as well as a support class in 9th grade at all high schools where students find relationships, and a place to focus with AVID-like strategies.
- More details were also provided on the literacy and math interventions, including our WINN teachers, SIPPS, Read Act, and Ufly, a rigorous phonics instruction in a systemic way. Teachers are also able to support students with similar needs in reading through assessments such as FASTBridge. The CarryAll instruction was also shared, as well as details on the math program.
  - It was noted that it is more difficult to catch up on math when it builds year over year in terms of lessons. Students need the foundation for math instruction, and teachers work



to move them along in greater knowledge of math. We have seen the impacts of SAAVAS and HMH.

- Director Henderson also requested information on how the team communicates amongst themselves about the work in classes, grades, and by school. Response: There are monthly, weekly, and daily assistant superintendent meetings with conversations about what we are doing, in the context of priorities, and maintaining the level of fidelity with UFLY. We also make connections in visiting classrooms and seeing the joy of learning and the pride of our students to make those connections, and a level of affirmation. We also talk with building leaders about interrupting these results, and using our investments districtwide to be on the same page and working toward the same goals.
- Director Henderson noted the investments in different curriculum, but our families are getting tired of hearing “It’s going to get better” and they need to see the impacts.
- She also noted a meeting about the intersectionality with students with IEPs and MLL.
- Director Allen also shares the frustration, and the budget needs to invest in direct services for students. She also noted that some groups showed as proficient in some areas, but struggle in others. We need mental health staff, and support. She also noted the language and literacy scores, and we want them to be higher. She also noted that while there is funding to supports, we also need strong leaders to help our teachers also be strong. We need to find innovative ways to get students back on track, but continue to do the same things, and that needs to change. Our teachers also need to be culturally responsive and know our communities of color.
- Are PreK teachers licensed? Response: Yes.
- How are they so much more effective than K-12? Response: PreK is mainly play-based learning, and they like to play. The benchmarks are based on play curriculum.
- It was noted that interventions are important at the PreK level so that when students start kindergarten, they are ready for school.
- Director Allen noted that our older students also like to play, and it never stops. We need students to be engaged, and for our teachers and staff to know current tools for students.
- Director Valliant echoed Director Allen on how we are motivating students to be interested in their education. She is also interested in the culture for students and how they are paid attention to in school, and the importance of attention to all students, especially our older students who may be seen as more responsible or accountable. Teachers and staff need to check in with them to see if they need additional support instead of waiting for the students to ask them.
- Director Franco agreed with his colleagues that this is a problem and there needs to be a sense of urgency to support the growth. He then asked questions about how often instructional leaders are reviewing individualized data with teachers about progress for individual students. Administration noted at the Leadership Academy which meets three times a month, two of the sessions are based on looking at data and trends. A pilot program in Chicago was also noted in looking at ninth grade student data and increases over their time in high school. PLCs also work with student data.
- Director Allen noted the importance of personalized learning plans.
- Director Vue noted questions about the process of this data collection, and the start and end points.
- Director Carrillo noted the importance of interactions to tackle these issues, and the need to focus on what is meaningful for students in the classroom, and changing systemic issues with a focus on relationships, and learning and listening.
- Director Valliant noted this information is disheartening, but will be a challenge for us that we need to accomplish.

- Director Ward noted the Board needs to proactively check-in about student outcomes, and that is the goal of BIGG, with progress monitoring and adoption of goals in the new year. The community will see an intentional effort to make it a bigger part of the work of the Board.

## **8. FY25 BUDGET UPDATE AND FY26 BUDGET ASSUMPTIONS**

The full presentation can be found in the BoardBook.

### **QUESTIONS/DISCUSSION:**

- Director Carrillo requested information on the expected deficit after adjustments and the firm point in which we have to show our current enrollment to MDE.
- It was also noted about the contingency plans with the status of the political climate and suggestion of the elimination of the Department of Education.
- Director Ward requested information on the potential impact of delays of payments and impacts of that possibility.
- Director Ward also requested details on the enrollment assumption and the estimations based on that data.
- More information was also requested on the state formula and the tie to inflation and how that will work.
- The Board also thanked Chief Sager for the safeguards built into the budget.
- The Board also requested information on work with the legislature this session.
- Director Ward requested details on the fund balance assumption.
- The tax base supports were noted, as well as the comparison to other local school districts.
- The other options for funding were also noted, as well as collaboration with the city and county partners to expand the tax base.
- Chief Sager also noted for further conversation, the Board could schedule a work session to focus on this work and other assumptions, and discussion on the potential referendum process and timeline.
- Director Allen noted concerns about taxing people out of their homes.
- Director Valliant echoed Director Allen's point and the impact of tax increases on homeowners and renters, while understanding that salaries are not keeping up with inflation. When parents and families are stressed about finances, the children also sense that stress.
- Director Henderson noted it would be helpful to see the scenarios of impacts from the federal government, and in context of other districts and the burden of property tax versus business owners.
- Director Ward requested information about the amounts paid to each entity within property taxes.
- Director Valliant requested a work session on this topic to dig deeper into this work after the January Regular Meeting and after the new superintendent is identified.
- 

## **9. ADOPTING A SAINT PAUL PUBLIC SCHOOLS RESOLUTION CHANGING SCHOOL DISTRICT GENERAL ELECTIONS TO EVEN YEARS**

The full presentation can be found in the BoardBook.

### **QUESTIONS/DISCUSSION:**

- Board members requested to view a cost comparison between the two resolutions.

- There was also further discussion on the orderly transition, which is not defined in the statute, and should be described in the resolution.
- Director Vue noted that specific board members are named in the resolution, and they may change. Administration noted that it is a possibility, and we did try not to identify specific individuals, but there was no other way to name that seat on the board. If a board member were not to complete their term, we would then need to look and see where they are in their term and determine if a special election would be necessary.
- Within the statute, the Board can effectuate a change from odd to even years, and it gives the authority to extend or shorten by one year.
- Director Vue also noted bringing this item to the December Regular Meeting with a vote.
- Director Franco noted he was prepared to vote at this meeting because there may be some urgency for folks to know about campaigning. Director Henderson also noted the urgency to vote on this item, and there will also be a full agenda at the December 19th Regular Meeting. Director Allen and Director Valliant noted they were also prepared to vote, as well as Director Carrillo.
- Director Vue reiterated that he would be in favor of voting on this item at the December Regular Meeting because there are built-in mechanisms to hear from community, such as public comment, and the vote is simply based on the resolution presented, and there typically is not a vote at a Committee of the Board meeting. He is not comfortable voting on this item, and would like more time to learn about the cost comparison, and two weeks is negligible in running a campaign.
- Director Franco noted that the ability to launch a campaign is not the urgency, but to take care of Board business prior to anyone announcing to run.

**BF 34066** Adopting a Saint Paul Public Schools Resolution Changing School District General Elections to Even Years

**MOTION:** Director Henderson moved to approve the resolution Adopting A Saint Paul Public Schools Resolution Changing School District General Elections to Even Years to lengthen the current school board term by one year. The motion was seconded by Director Franco.

The motion was approved by roll call vote:

Director Henderson	Yes
Director Ward	Yes
Director Vue	No
Director Allen	Yes
Director Carrillo	Yes
Director Franco	Yes
Director Valliant	Yes

## 9. ADJOURNMENT

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

The meeting adjourned at 10:29 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  
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**

**TOPIC:** 2025 Board of Education Meeting Dates

**2025 REGULAR MEETING DATES**

- January 7, 2025 (Annual Organizational Meeting at 4:00pm)
- January 21, 2025
- February 18, 2025
- March 18, 2025
- April 22, 2025
- May 20, 2025
- June 10, 2025 (Special re: Non-Renewals at 4:00pm)
- June 17, 2025
- July 15, 2025
- August 19, 2025
- September 23, 2025
- October 21, 2025
- November 18, 2025
- December 16, 2025
- December 16, 2025

**2025 COMMITTEE OF THE BOARD MEETING DATES**

- January 7, 2025
- February 4, 2025
- March 4, 2025
- April 8, 2025
- May 6, 2025
- June 10, 2025
- August 6, 2025 – Wednesday (due to Primary Election)
- September 9, 2025
- October 7, 2025
- November 5, 2025 – Wednesday (Election Day)
- December 2, 2025

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

**DATE:** December 19, 2024

**TOPIC:** Timothy Scott Scholarships

**A. PERTINENT FACTS:**

1. A gift of \$7,000 was received at Humboldt High School.
2. The gift was received from Timothy Scott to provide Scholarships for Humboldt 2025 graduating seniors.
3. This project will meet the District strategic plan goal/goals of College and Career Readiness.
4. This item is submitted by Mary Mackbee, Acting Principal, Humboldt High School; Dr. Yeu Vang, Assistant Superintendent; and Andrew Collins, Executive Chief of Schools and Learning.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent Theirn to accept the \$7,000 from the Timothy Scott and provide a letter of expressing appreciation for the gift.

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

**Board Agenda Item Routing**

**ITEM: Timothy Scott Scholarship**

This form is to be used to submit items for the Board of Education meeting agenda. Its purpose is to ensure that everyone listed in the "submitted by" entry has reviewed the item. It is the responsibility of the originator of the item to initiate this form.

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

	<u>NAME</u>	<u>DATE</u>
Originated by:	Mary Mackbee, Acting Principal	12/04/2024
Reviewed by:	Constance Anderson, AP	12/04/2024__
	_____	_____
	_____	_____
*Assistant Superintendent	<u>Dr. Yeu Vang</u>	_____
*Deputy/Chief Officer	_____	_____
*Chief of Staff	_____	_____
* Must be approved by <b>one</b> of these administrators.		
_____		
Superintendent	_____	_____



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

**DATE:** 12/19/24

**TOPIC:** Accept donation to Project REACH from Assistance League Minneapolis/St. Paul of coats for students experiencing homelessness

**A. PERTINENT FACTS:**

1. Assistance League Minneapolis/St. Paul purchased over \$10,000 in winter coats to donate to Project REACH for students experiencing homelessness
2. Assistance League Minneapolis/St. Paul mission is "Making a difference in the local community: We feed and clothe children, enhance and enrich education, and support community needs. The Non Profit is an ongoing supporter of Project REACH and other educations programs throughout the Twin Cities.
5. This project will meet the District strategic plan focus area(s) of Family and Community Engagement, Positive School and District Culture
6. This item is submitted by Heather Alden, Supervisor Project REACH, Anne McInerney, Director Office of Federal Programs

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept the donation of winter coats for students experiencing homelessness from the Assistance League Minneapolis/ St. Paul

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


**Board Agenda Item Routing**

ITEM: Accept donation of \$10,000 from the Jacobsen Foundation to purchase coats for students experiencing homelessness.


This form is to be used to submit items for the Board of Education meeting agenda. Its purpose is to ensure that everyone listed in the "submitted by" entry has reviewed the item. It is the responsibility of the originator of the item to initiate this form.

50

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

	<u>NAME</u>	<u>DATE</u>
Originated by:	Anne McInerney_____	12/12/24_____
Reviewed by:	Stacey Gray Akyea_____	12/19/24_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
*Assistant Superintendent	_____	_____
*Deputy/Chief Officer	_____	_____
*Chief of Staff	 _____	12/19/24_____

\* Must be approved by one of these administrators.

\_\_\_\_\_  
Superintendent 

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

**DATE:** 12/19/24

**TOPIC:** Accept donation from Jacobsen Family Foundation to Project REACH to purchase coats for students experiencing homelessness.

**A. PERTINENT FACTS:**

1. Donation from Jacobsen Family Foundation of the amount of \$10,000 to Project REACH to purchase winter coats and other supplies for students experiencing homelessness. The foundation is in honor of a community member who supported Project REACH for a number of years by donating coats. Her family continue the donation every year. 51
2. Jacobsen Family Foundation purchases coats and donates directly to Project REACH, but decided to donate money for the same purpose this year.
3. Winter 2024
4. This project will meet the District strategic plan focus area(s) of: Positive School and District Culture, Family and Community Engagement.
5. This item is submitted by Heather Alden, Supervisor, Project REACH, Anne McInerney, Director, Office of Federal Programs

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept the donation of \$10,000

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

**DATE:** December 19, 2024

**TOPIC:** Request for Permission to Accept the Asian American Organizing Project's Youth Civic Engagement Grant

**A. PERTINENT FACTS:**

1. The Asian American Organizing Project Youth Civic Engagement grant is designed to support Hmong Club implementation of club activities and integration of civic engagement.
2. This grant will support Washington Technology Magnet High School's Hmong Club host culture-based events and activities. Students will benefit from opportunities to grow their leadership skills and build community within and across cultures. The grant funds will be used to purchase supplies for events such as Hmong New Year, transportation for field trips, and guest speaker fees.
3. Saint Paul Public Schools will serve as fiscal agent for the project. The grant is for approximately \$3,000.00 to spend between November 2024 and November 2025.
4. This project will support the strategic focus area of Effective and Culturally Relevant Instruction as well as Positive School and District Culture.
5. This is a continuing grant-funded project.
6. This item is submitted by Durowaa Agyeman-Mensah, Grants Assistant; Elias Oguz, Principal at Washington Technology Magnet High School; Adam Kunz, Assistant Superintendent; Charlotte Landreau, Director of the Innovation Office; Stacey Gray Akyea, Chief of Equity, Strategy & Innovation; and Jacqueline Turner, Chief of Administration & Operations.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to accept funds from the Asian American Organizing Project's Youth Civic Engagement grant and implement the project as specified in the award documents.

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

**DATE:** December 19, 2024

**TOPIC:** Request for Permission to Submit to the Public School District Opioid Recovery Trust Grants

**A. PERTINENT FACTS:**

1. The Public School District Opioid Recovery Trust Grant Program aims to help public school districts recover from the opioid epidemic and develop responses to educating students harmed by the opioid epidemic. Funding from the Trust will go where it will have the most impact, whether classroom services, school-based behavioral and mental health supports, instructional interventions, or other district and school-based supports that directly help students harmed by the opioid epidemic.
2. Saint Paul Public Schools is preparing three applications for the Trust's three grant focus areas of District Improvement, Model Programs and Best Practices, and Innovation. These grants will increase support for students and staff to meet needs created by the opioid epidemic. This will include creating a position for a licensed alcohol and drug counselor, creating a chemical health coordinator role who will develop new classroom curriculum and partnerships, increase access to naloxone training and supply, and expand our existing partnerships with Karen Organization of Minnesota and The Urban Village.
3. Saint Paul Public Schools will serve as fiscal agent for the project. Each grant is for approximately \$500,000 over the course of three years, for a total of \$1.5 million.
4. This project will support the strategic focus area of Effective and Culturally Relevant Instruction as well as Positive School and District Culture.
5. This is a new grant-funded project.
6. This item is submitted by Durowaa Agyeman-Mensah, Grants Assistant; Kathy Lombardi Kimani, Director of the Office of School Support; Charlotte Landreau, Director of the Innovation Office; Stacey Gray Akyea, Chief of Equity, Strategy & Innovation; and Jacqueline Turner, Chief of Administration & Operations.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to submit these applications, accept funds from the Public School District Opioid Recovery Trust and implement the project as specified in the award documents.

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

**DATE:** December 19, 2024

**TOPIC:** Request for Permission to Support a Grant Application to the Environmental Protection Agency

**A. PERTINENT FACTS:**

1. The U.S. Environmental Protection Agency's Clean School Bus Rebate Program is authorized by the Bipartisan Infrastructure Law for replacement of diesel school buses with zero/low emission buses. Round three of the Clean School Bus Program will be a rebate program, similar to the first round of funding but with some new requirements/criteria. First Student will apply to replace up to 48 diesel school buses that run SPPS routes. First Student will subgrant the funds for SPPS to replace 2 diesel buses owned by the district.
2. Each application requires three (3) supplemental certificates: School District Approval Certification, School Board Awareness Certification, and a Utility Partnership Agreement.
3. First Student will serve as fiscal agent for the project. The grant will fund the replacement of up to 48 school buses owned by First Student and 2 school busses owned by SPPS. All buses will be used exclusively for SPPS bus routes.
4. This is a new grant-funded project.
5. This item is submitted by Abraham Teuber, Grants Assistant; Kerry-York Myles, Fund Development Manager; Stacey Gray Akyea, Chief of Equity, Strategy & Innovation; and Jacqueline Turner, Chief of Administration & Operations.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to support an application to the Environmental Protection Agency's Clean School Bus Grant and to work with First Student to implement the project as specified in the award documents.

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

**DATE:** December 19, 2024

**TOPIC:** Request to Sign the Contract with City of Saint Paul's Right Track Youth Employment Program pertaining to the Spring Internship Program

**A. PERTINENT FACTS:**

1. This contract details the renewal of the partnership between Right Track and SPPS pertaining to the spring internship program.
2. The spring internship program will provide paid internship experiences connected to students' goals, interests, and Career Pathways. This work is led by the Office of College and Career Readiness (OCCR) Career Pathways Team and Work Based Learning Coordinators in the high schools.
3. SPPS OCCR and Right Track will work collaboratively to:
  - recruit and support internship partners
  - recruit and support student interns
  - create and facilitate an employer and intern training.
4. The participation cost to SPPS for this programming will not exceed \$160,000. Cost includes some student wages and funding support for a part-time Right Track job coach. Right Track will provide an additional \$120,000 towards student wages. Right Track will support the HR paperwork and payroll processes for student interns. Right Track will assign a job coach to each student intern and employer.
5. This item is submitted by Carita Green, Executive Director of College and Career Pathways and School Supports; and Andrew Collins, Executive Chief of Schools and Learning.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to sign the contract between Saint Paul Public Schools and Right Track for the 2024-25 school year.

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

**DATE:** December 12, 2024

**TOPIC:** Approval for a Contract that Exceeds \$175,000 with eCapital Advisors LLC for continuing Oracle EPM support through 2025

**A. PERTINENT FACTS:**

1. The District currently utilizes PeopleSoft Financials and Human Capital Management (HCM) for its Enterprise Resource Planning (ERP) system, and is currently working to interface the existing ERP with an updated Enterprise Performance Management (EPM) framework. Together the systems will improve agility and insights to model, plan, report, and budget across finance and HR, and streamline the financial close-out process. In support of the EPM implementation and post-implementation activities there are vendor related services required for the completion of this work.
2. eCapital Advisors LLC has submitted Statements of Work outlining the services to be provided in support of the EPM. The SOW has been reviewed by Tom Sager, Executive Chief of Financial Services, and members of the Finance department team.
3. Due to the need for project continuity and support of the production EPM environment, the Finance Office is requesting \$122,400 be added to the existing contract to provide an additional 612 hours of support along with reporting and planning, whereby exceeding the \$175,000 threshold and therefore requiring school board approval.
4. The existing Enterprise Resource Planning budget can support this additional work with eCapital Advisors.
5. This item is submitted by Tom Sager, Executive Chief of Financial Services, and reviewed by Jackie Turner, Executive Chief of Administration and Operations.

**B. RECOMMENDATION:**

That Board of Education authorizes the Finance Office to execute a contract amendment to add 612 hours and \$122,400 to the existing contract with eCapital Advisors LLC to increase the service support along with reporting and planning capabilities.



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

**DATE:** December 19, 2024

**TOPIC:** Amendment to Equifax Consulting Agreement for Unemployment Services

**A. PERTINENT FACTS:**

1. Equifax has been providing unemployment services via a consulting agreement since 2017.
2. The original contract was budgeted for \$13,600 as an annual fee plus additional monthly fees for a 3-year term that renews automatically each year with the following deliverables:
  - Unemployment Cost Management Services
    - Analysis of unemployment compensation records.
    - Correction of discovered state agency errors.
    - Auditing of benefit charges on unemployment claims managed by Equifax Workforce Solutions.
    - Establishment of procedures to enable Equifax Workforce Solutions to process unemployment related forms.
    - Verification of unemployment benefits paid.
    - Provide activity reports on claims, separations, and charges transmitted electronically, on a quarterly basis.
    - Internet Interface to provide separation data and extract periodic reports (WebManager).
    - Provide annual status report and other management reports.
    - Consultation regarding unemployment hearing attendance.
    - Unemployment hearings representation for unemployment matters brought before an administrative agency or tribunal.
  - Optional Services:
    - Wage Audit.

The annual fee increases by 5% each year.

3. With this amendment, the annual fee from the contract is being brought up to \$42,000 from the current \$19,137.

Over the course of the new amendment's 3-year term we expect to pay approximately \$140,000 total in addition to the approximate \$140,000 that has been paid since May 1, 2017. for a total of \$280,000.00 The annual fee will continue to increase each year by 5% and this escalation is included in the total amount.

4. The cost of the contract will be paid by the Human Resources general fund.
3. This project will meet the District strategic plan focus area of Positive School and District Culture.

4. This item is submitted by Pat Pratt-Cook, Executive Chief of Human Resources.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to execute a contract amendment in the amount not to exceed \$280,000 for fiscal years 2024, 2025, and 2026 with Equifax.

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

**DATE:** December 19, 2024

**TOPIC:** Contract Amendment #8 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. Document Mechanical and Electrical systems as required when applying for the Inflation Reduction Act tax credit. This effort includes documenting building systems related to and connected to the Geothermal System, cost estimate review of mechanical and electrical systems, Geothermal narrative and energy calculations for downstream equipment.
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	\$43,538,452	\$16,722,656	30.9%

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	\$491,601	18.7%
The contract sum prior to this Amendment was	\$3,122,331	
Contract Amendment amount	\$17,600	0.7%
New contract sum including this Amendment	\$3,139,931	-

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

<b>Funding Source</b>	<b>Amount</b>
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 Kathryn Wallace, Interim Facilities Director; 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 #8 for DLR Architects in the amount of \$17,600 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:** December 19, 2024

**TOPIC:** Award of Solar Photovoltaic System Installation at Bruce Vento Elementary

**A. PERTINENT FACTS:**

1. This agenda item seeks approval to award design, material, installation, and commissioning of a 240kW AC / 311.5 kW DC rooftop solar array.
2. In 2021, the Minnesota State Legislature established the Solar for Schools grant program. Administered by the Minnesota Department of Commerce Division of Energy Resources, the program was designed to promote the installation of solar energy systems on Minnesota schools, while using the opportunity to integrate renewable energy use into school curriculum.
3. The solicitation announcement was advertised per statutory requirements. The State of Minnesota administered procurement, and the District will serve as the fiscal agent for the project.
4. The State of Minnesota in partnership with District staff selected the following vendor:

	<u>Lump Sum Base Bid</u>
Cedar Creek Energy.....	\$582,398

5. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
6. Funding will be provided through Certificates of Participation with the expectation that the grant will cover half of the project cost.
7. This item is submitted by Kathryn Wallace, Interim Facilities Director; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

**B. RECOMMENDATION:**

That the Board of Education authorize the award of the solar contract to Cedar Creek Energy for the lump sum base bid of \$582,398.

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

**DATE:** December 19, 2024

**TOPIC:** Design Services for the 740 York RTU Replacement and Roofing Project  
(Project # 1140-25-01)

**A. PERTINENT FACTS:**

1. This agenda item seeks approval to award design and construction administration services for the 740 York RTU Replacement and Roofing Project (Project # 1140-25-01).
2. In alignment with Board and Procurement protocols, a Request for Qualifications (No. A21-1401-A) was issued Spring of 2021 to establish a slate of Board approved consultants with a standard contract form. The selected consultants were approved by the Board on June 22, 2021. The District will use this slate to issue targeted solicitations with Requests for Proposals (RFP) for specific projects. RFP responses are reviewed using consistent metrics and a consultant is selected for award of contract.
3. This contract provides design and construction administration services for the 740 York RTU Replacement and Roofing project.
4. The Project phase gate schedule is currently:

<b>Gate # and Description</b>	<b>Date</b>
#1 – Master Planning	July 16, 2024
#2 – Project Charter (Predesign)	Not Applicable
#3 – Project Budget	April 2025 (anticipated)
#4 – Contract Award	October 2025 (anticipated)
#5.1 – Project Close-Out	October 2026 (anticipated)
#5.2 – Final Project Summary	October 2027 (anticipated)

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

<b>Rough Order of Magnitude Estimate</b>	<b>Current Obligations</b>	<b>Invoiced to Date</b>	<b>Percent Invoiced</b>
\$4,346,000- 5,346,000	\$0	\$0	0%

6. The following vendor was selected:

	62	
Miller Dunwiddie.....		<u>Not-to-Exceed Fee</u> \$385,860

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

<b>Funding Source</b>	<b>Amount</b>
LTFM FY25-FY28	\$4,846,000

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

**B. RECOMMENDATION:**

That the Board of Education authorize award of design and construction administration services to Miller Dunwiddie for the not-to-exceed fee of \$385,860.

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

**DATE:** December 19, 2024

**TOPIC:** Design Services for The Heights Community School HVAC Replacement and Fire Suppression Project (Project # 1120-25-01)

**A. PERTINENT FACTS:**

1. This agenda item seeks approval to award design and construction administration services for the The Heights Community School HVAC Replacement and Fire Suppression Project (Project # 1120-25-01).
2. In alignment with Board and Procurement protocols, a Request for Qualifications (No. A21-1401-A) was issued Spring of 2021 to establish a slate of Board approved consultants with a standard contract form. The selected consultants were approved by the Board on June 22, 2021. The District will use this slate to issue targeted solicitations with Requests for Proposals (RFP) for specific projects. RFP responses are reviewed using consistent metrics and a consultant is selected for award of contract.
3. This contract provides design and construction administration services for the The Heights Community School HVAC Replacement and Fire Suppression project.
4. The Project phase gate schedule is currently:

<b>Gate # and Description</b>	<b>Date</b>
#1 – Master Planning	July 16, 2024
#2 – Project Charter (Predesign)	Not Applicable
#3 – Project Budget	June 2025 (anticipated)
#4 – Contract Award	August 2025 (anticipated)
#5.1 – Project Close-Out	September 2026 (anticipated)
#5.2 – Final Project Summary	September 2027 (anticipated)

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

<b>Rough Order of Magnitude Estimate</b>	<b>Current Obligations</b>	<b>Invoiced to Date</b>	<b>Percent Invoiced</b>
\$8,680,000-10,680,000	\$0	\$0	0%

6. The following vendor was selected: 64



TKDA.....Not-to-Exceed Fee  
\$486,500

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

<b>Funding Source</b>	<b>Amount</b>
Capital Bonds FY25-FY28	\$1,742,400
LTFM FY25-FY28	\$7,937,600

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

**B. RECOMMENDATION:**

That the Board of Education authorize award of design and construction administration services to TKDA for the not-to-exceed fee of \$486,500.

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

**DATE:** December 17, 2024

**TOPIC:** Creighton University - University Professional Agreement with SPPS

**A. PERTINENT FACTS:**

1. A University contract between Creighton University and SPPS for student internship experiences for OT students.
2. We hope to provide educational opportunities for graduate students in the field of occupational therapy.
3. The proposed agreement would have an end date of June 30, 2029.
4. This is a zero-dollar partnership agreement.
5. This project will meet the district strategic plan focus area of Positive School and District Culture.
6. This item is submitted by Michelle Mercado, OT Lead; Heidi Nistler, Assistant Superintendent of Specialized Services; and Andrew Collins, Executive Chief of Schools and Learning.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to approve this partnership with Creighton University for student internship experiences for occupational therapists.

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

**DATE:** December 17, 2024

**TOPIC:** Saint Catherine University - University Professional Agreement with SPPS

**A. PERTINENT FACTS:**

1. A University contract between St. Kate's and SPPS for student internship experiences for OT students.
2. We hope to provide educational opportunities for graduate students in the field of occupational therapy.
3. The proposed agreement would have an end date of June 30, 2029.
4. This is a zero-dollar partnership agreement.
5. This project will meet the district strategic plan focus area of Positive School and District Culture.
6. This item is submitted by Michelle Mercado, OT Lead; Heidi Nistler, Assistant Superintendent of Specialized Services; and Andrew Collins, Executive Chief of Schools and Learning.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to approve this partnership with St. Kate's for student internship experiences for occupational therapists.

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

**DATE:** December 17, 2024

**TOPIC:** Augsburg University - University Professional Agreement with SPPS

**A. PERTINENT FACTS:**

1. A University contract between Augsburg and SPPS for student internship experiences for multiple related services programs.
2. [We hope to provide educational opportunities for graduate students in the field of occupational therapy, social work, and other related services programs.
3. The proposed agreement would have an end date of June 30, 2029.
4. This is a zero-dollar partnership agreement.
5. This project will meet the district strategic plan focus area of Positive School and District Culture.
6. This item is submitted by Michelle Mercado, OT Lead, Marisa Priess, Social Work Program Manager, Heidi Nistler, Assistant Superintendent of Specialized services, and Andrew Collins, Executive Chief of Schools and Learning.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to approve this partnership with Augsburg for student internship experiences outside of student teaching.

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

**DATE:** December 17, 2024

**TOPIC:** St. Thomas University - University Professional Agreement with SPPS

**A. PERTINENT FACTS:**

1. A University contract between St. Thomas and SPPS for student internship experiences for multiple related services programs.
2. We hope to provide educational opportunities for graduate students in the field of occupational therapy, social work, and other related services programs.
3. The proposed agreement would have an end date of June 30, 2029.
4. This is a zero-dollar partnership agreement.
5. This project will meet the district strategic plan focus area of Positive School and District Culture.
6. This item is submitted by Marisa Priess, Social Work Program Manager, Heidi Nistler, Assistant Superintendent of Specialized services, and Andrew Collins, Executive Chief of Schools and Learning.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to approve this partnership with St. Thomas for student internship experiences outside of student teaching.

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

**DATE:** December 17, 2024

**TOPIC:** Alfred Adler Graduate School - University Professional Agreement with SPPS

**A. PERTINENT FACTS:**

1. A University contract between Alfred Adler Graduate School and SPPS for student internship experiences for the art therapy and physical therapy programs.
2. We hope to provide educational opportunities for graduate students in the field of occupational therapy, social work, and other related services programs.
3. The proposed agreement would have an end date of June 30, 2029.
4. This is a zero-dollar partnership agreement.
5. This project will meet the district strategic plan focus area of Positive School and District Culture.
6. This item is submitted by Michelle Mercado, OT Lead, Heidi Nistler, Assistant Superintendent of Specialized services, and Andrew Collins, Executive Chief of Schools and Learning.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to approve this partnership with Alfred Adler Graduate School for art therapy and physical therapy student internship experiences.

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

**DATE:** December 17, 2024

**TOPIC:** College of St. Scholastica - University Professional Agreement with SPPS

**A. PERTINENT FACTS:**

1. A University contract between College of St. Scholastica and SPPS for student internship experiences for the occupational therapy program.
2. We hope to provide educational opportunities for graduate students in the field of occupational therapy, social work, and other related services programs.
3. The proposed agreement would have an end date of June 30, 2029.
4. This is a zero-dollar partnership agreement.
5. This project will meet the district strategic plan focus area of Positive School and District Culture.
6. This item is submitted by Michelle Mercado, OT Lead, Heidi Nistler, Assistant Superintendent of Specialized services, and Andrew Collins, Executive Chief of Schools and Learning.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to approve this partnership with College of St. Scholastica for occupational therapy student internship experiences.

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

**DATE:** December 19, 2024

**TOPIC:** Approval of Employment Agreement Between Independent School District No. 625 and Minnesota School Employees Association, Representing Classified Confidential Employees Association

**A. PERTINENT FACTS:**

1. New Agreement is for a three-year period from July 1, 2024, through June 30, 2027.
2. Contract changes are as follows:

Wages: Effective November 1, 2024, the salary schedule increase is 3.25%, maintain step increases. Effective November 1, 2025, the salary schedule increase is 3.0%, maintain step increases. Effective November 1, 2026, the salary schedule increase is 2.5%, maintain step increases.

Longevity Pay: Effective November 1, 2024, employees shall qualify for longevity compensation at the completion of the following years of service:

Year 15 - \$500  
Year 20 - \$1,000

Benefits: Contribution to Cafeteria Plan Credits:

Effective January 1, 2025, each eligible full-time employee with family or single+1 coverage shall receive increase from \$1,655 to \$1,700 per month which they may spend in a District-qualified cafeteria benefits plan.

Effective January 1, 2026, each eligible full-time employee with single coverage shall receive increase from \$895 to \$900 per month which may be spent in a District-qualified cafeteria benefits plan. Each eligible full-time employee with family or single+1 coverage shall receive increase from \$1,700 to \$1,750 per month which they may spend in a District-qualified cafeteria benefits plan.

Effective January 1, 2027, each eligible full-time employee with single coverage shall receive increase from \$900 to \$950 per month which may be spent in a District-qualified cafeteria benefits plan. Each eligible full-time employee with family or single+1 coverage shall receive increase from \$1,750 to \$1,780 per month which they may spend in a District-qualified cafeteria benefits plan.

3. The District has 17 FTE's in this bargaining unit.
4. The new total package costs for the agreement are estimated as follows:
  - in the 2024-25 budget year: \$33,181
  - in the 2025-26 budget year \$32,581
  - in the 2026-27 budget year \$31,885
5. This item will meet the District target area goal of alignment.



6. This request is submitted by Patricia Pratt-Cook, Chief of Human Resources and Talent Management; Daniel Wells, Assistant Director of Employee and Labor Relations.

**B. RECOMMENDATION:**

That the Board of Education of Independent School District No. 625 enter into an Agreement concerning the terms and conditions of employment of those classified confidential employees in this school district for whom the Minnesota School Employees Association is the exclusive representative; duration of said Agreement is for the period of July 1, 2024 through June 30, 2027.

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

**DATE:** December 19, 2024

**TOPIC:** Enter into Lease Agreements with Apple for iPad Charging Carts

**A. PERTINENT FACTS:**

1. Permission to enter into lease agreement with Apple, Inc. for iPad charging carts. This purchase coincides with the student/staff iPad refresh and will replace current elementary charging carts. Current elementary charging carts are not compatible with new charging blocks, are insecure and in disrepair.
2. This will be a four-year lease agreement for iPad charging carts; first payment will be due August 1, 2024. The total cost will not exceed \$1,500,000 over the life of the lease.
3. Funding for the lease will come out of Technology Services budgetary dollars.
4. The solution will be bought through our vendor Apple and the purchase will be made off of the State of Minnesota contract #541910 for Apple.
5. This item is submitted by: Craig Anderson, Executive Director of the Office of Teaching and Learning, Mario McHenry, Executive Director of Technology Services, Tom Sager, Chief Financial Officer, and Jackie Turner, Chief Operations Officer.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to enter into a Lease Agreement with Apple, Inc for iPad charging carts, for a total not to exceed \$1,500,000 over the life of the lease.

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

**DATE:** December 19, 2024

**TOPIC:** Enter into Lease Agreements with Apple for iPads

**A. PERTINENT FACTS:**

1. Permission to enter into lease agreement with Apple, Inc. for iPads. The agreements will also include iPad cases, device licensing and professional services.
2. This will be a four-year lease agreement for iPads; first payment will be due August 1, 2024. The total cost will not exceed \$17,500,000 over the life of the lease.
3. Funding for the lease will come out of Technology Services budgetary dollars.
4. This project will meet the District target area goals by ensuring high academic achievement for all students, aligning resource allocation to District priorities and strengthening relationships with families. Equitable access to iPads for all SPPS students:
  - a. Enhances student engagement and access to resources that reflect student cultural and racial identities; [1] [SEP]
  - b. Provides multiple ways of learning; [1] [SEP]
  - c. Supports our digital learning and online learning programs;
  - d. Allows for learning to extend beyond the classroom; [1] [SEP]
  - e. Can be customized to student needs; and [1] [SEP]
  - f. Provides a platform for increased communication with families
5. The solution will be bought through our vendor Apple. The purchases will be made utilizing a cooperative contract from the State of Minnesota, a board approved cooperative purchasing organization.
6. This item is submitted by: Craig Anderson, Executive Director of the Office of Teaching and Learning, Mario McHenry, Executive Director of Technology Services, Technology Services, Tom Sager, Chief Financial Officer, and Jackie Turner, Chief Operations Officer.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to enter into a Lease Agreement with Apple, Inc for iPads, for a total not to exceed \$17,500,000 over the life of the lease.

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

**DATE:** December 19, 2024

**TOPIC:** Enter Lease Agreement for Sale of District iPad Inventory Approval

**A. PERTINENT FACTS:**

1. Technology Services is requesting approval to sell the district iPad inventory of approximately 37,000 iPads following the end of school year 2024-2025. Devices will be sold in multiple installments to ensure students and staff continue to have access to devices over the summer.
2. Devices will be sold to Total Technology for an estimated total of over \$3,400,000 utilizing an approved cooperative purchasing contract from Community Purchasing Connection, a board approved cooperative purchasing organization.
3. Total Technology purchased both the district iPad and Macbook inventory during previous device refreshes. Substantial market research was conducted to ensure sale price is comparable with other vendors. Proceeds of this sale will be applied to year 1 lease payment of new district iPads.
4. This item is submitted by: Craig Anderson, Executive Director of the Office of Teaching and Learning, Mario McHenry, Executive Director of Technology Services, Technology Services, Tom Sager, Chief Financial Officer, and Jackie Turner, Chief Operations Officer.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent (designee) to approve the sale of district iPad inventory following the end of school year 2024-2025 to Total Technology.

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

**DATE:** 12/19/2024

**TOPIC:** Monthly Operating Authority

**A. PERTINENT FACTS:**

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

**B. RECOMMENDATIONS:**

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

(a) General Account	#778615-779682	\$68,052,883.44
	#0011163-0011190	
	#7005355-7005386	
	#0011232-0011465	
(b) Construction Payments	- 0 -	\$14,261,567.98
(c) Debt Service	- 0 -	<u>\$0.00</u>
		\$82,314,451.42

Included in the above disbursements are two payrolls in the amount of \$46,241,201.26 and overtime of \$236,772.05 or 0.51% 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 April 30, 2025

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

**DATE:** December 19, 2024

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

**A. PERTINENT FACTS:**

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

**B. RECOMMENDATION:**

That the Board of Education exclude noncompliant student(s) from school(s) effective December 19, 2024, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

**HUMAN RESOURCE TRANSACTIONS**  
**November 1, 2024 to November 30, 2024**  
**December 19, 2024**

**NEW APPOINTMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Pay Rate</u></b>	<b><u>Location</u></b>
Chiabotti, D.	Classroom Teacher	11/16/2024	\$31.36	Humboldt Secondary
Herbst, T.	Classroom Teacher	11/23/2024	\$55.99	The Heights Community
Lagas, M.	Classroom Teacher	11/30/2024	\$55.24	Ronald M Hubbs Center
Salonek, T.	Classroom Teacher	11/23/2024	\$51.43	Como Park Senior High
Van Driest, S.	Classroom Teacher	11/09/2024	\$60.57	1780 W. 7th Street
Pierce, N.	Classroom Teacher	11/30/2024	\$55.24	Washington Tech Middle
Anderson, K.	Education Assistant	11/02/2024	\$22.74	Randolph Heights Elem
Woods, R.	Education Assistant	11/16/2024	\$30.54	Humboldt Secondary
Ali, F.	Teaching Assistant	11/30/2024	\$22.96	East African Elem Magnet
Bolden, W.	Teaching Assistant	11/16/2024	\$21.31	Mississippi Creative Arts Elem
Davis, T.	Teaching Assistant	11/16/2024	\$21.31	Mississippi Creative Arts Elem
Day, M.	Teaching Assistant	11/05/2024	\$21.31	Washington Tech Middle
Dugas, A.	Teaching Assistant	11/02/2024	\$23.00	Nokomis Montessori North
Eibs, J.	Teaching Assistant	11/30/2024	\$21.31	Murray Middle
Fendig, A.	Teaching Assistant	11/16/2024	\$23.00	Central Senior High
Firman, R.	Teaching Assistant	11/16/2024	\$25.89	Riverview Dual Immrsn
Gibson, C.	Teaching Assistant	11/16/2024	\$19.89	Como Park Elem
Henry, Z.	Teaching Assistant	11/16/2024	\$19.89	St. Paul Music Academy
Jackson, J.	Teaching Assistant	11/23/2024	\$25.89	Como Park Elem
Mathieson, M.	Teaching Assistant	11/09/2024	\$25.89	Hidden River Middle
Miskowic, K.	Teaching Assistant	11/09/2024	\$23.58	RiverEast Elem/Secondary
Morton, Z.	Teaching Assistant	11/02/2024	\$23.00	Nokomis Montessori South
Nguyen, N.	Teaching Assistant	11/09/2024	\$23.58	Global Arts Plus - LWR
Quaderer, M.	Teaching Assistant	11/30/2024	\$23.58	American Indian Magnet
Steen, I.	Teaching Assistant	11/02/2024	\$23.00	Central Senior High
Stein, E.	Teaching Assistant	11/02/2024	\$20.63	Hamline Elem
Vang, J.	Teaching Assistant	11/23/2024	\$23.00	Johnson Senior High
Wade, T.	Teaching Assistant	11/23/2024	\$22.96	Hidden River Middle

**HUMAN RESOURCE TRANSACTIONS**  
**November 1, 2024 to November 30, 2024**  
**December 19, 2024**

**NEW APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Xiong, K.	Teaching Assistant	11/16/2024	\$21.27	Txuj Ci Hmong LWR
Jones, A.	Clerical	11/09/2024	\$27.39	American Indian Magnet
Mata, Z.	Clerical	11/02/2024	\$21.46	Humboldt Secondary
York-Tallman, T.	Clerical	11/30/2024	\$24.51	271 Belvidere Bldg
Ahmed, D.	Nutrition Services	11/23/2024	\$17.84	Harding Senior High
Burger, B.	Nutrition Services	11/23/2024	\$17.84	Txuj Ci Hmong UPR
McHie, S.	Nutrition Services	11/09/2024	\$17.84	Farnsworth Aerospace UPR
Moore, N.	Nutrition Services	11/16/2024	\$17.84	Cherokee Hts Community
Musse, M.	Nutrition Services	11/09/2024	\$17.84	Eastern Heights Elem
Velez Riera, L.	Nutrition Services	11/23/2024	\$17.84	Como Service Center
Dunleavy, S.	Professional Employee	11/16/2024	\$38.51	Como Service Center
Pratte, D.	Professional Employee	11/23/2024	\$48.48	Como Service Center
Mohamed, I.	Technical	11/23/2024	\$24.06	Colborne Admin Offices

**PROMOTION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Folley, S.	Assistant Principal From: Classroom Teacher	11/23/2024	\$66.53	Murray Middle
Menne, K.	Central Administrator From: Classroom Teacher	11/02/2024	\$60.78	Colborne Admin Offices
Miko, J.	Classroom Teacher From: Temporary Employee	11/30/2024	\$35.98	Highwood Hills Elem
Landreau, C.	Superintendency From: Central Administrator	11/16/2024	\$75.54	Colborne Admin Offices
Lor, P.	School / Community Professional From: Education Assistant	11/09/2024	\$35.40	Virtual Learning 9-11
Strowder, R.	School / Community Professional Career Progression	11/23/2024	\$30.42	Washington Tech High
Rashaw, F.	Education Assistant From: Teaching Assistant	11/16/2024	\$24.86	Central Senior High
Fang, M.	Teaching Assistant From: Nutrition Services	09/13/2024	\$25.89	Nokomis Montessori North



**HUMAN RESOURCE TRANSACTIONS**  
**November 1, 2024 to November 30, 2024**  
**December 19, 2024**

**PROMOTION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Shaugobay, R.	Nutrition Services Career Progression	11/02/2024	\$28.40	Rondo Education Center

**TEMPORARY APPOINTMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Peters, C.	Classroom Teacher	11/30/2024	\$40.13	Washington Tech High
Taylor, L.	Classroom Teacher	11/30/2024	\$39.16	Highland Park Senior High

**LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Littles-Butler, V.	Principal	11/21/2024	Humboldt Secondary
Budd, K.	Classroom Teacher	11/08/2024	Juvenile Service Center
Dachel, A.	Classroom Teacher	12/18/2024	Crossroads Montessori
Htoo, K.	Classroom Teacher	11/18/2024	Txuj Ci Hmong LWR
Morrison, A.	Classroom Teacher	11/06/2024	Randolph Heights Elem
Prasad, E.	Classroom Teacher	11/11/2024	Horace Mann
Tirado, B.	Classroom Teacher	11/04/2024	Frost Lake Elem
Willcox, S.	Classroom Teacher	11/16/2024	Como Park Senior High
Vang, K.	Classroom Teacher	11/02/2024	American Indian Magnet
Omar, R.	School / Community Professional	11/13/2024	271 Belvidere Bldg
Johnson, R.	Education Assistant	11/12/2024	Focus Beyond
Moua, V.	Education Assistant	11/11/2024	Txuj Ci Hmong LWR
Yepma, A.	Education Assistant	11/14/2024	Juvenile Service Center
Barnes, A.	Teaching Assistant	11/04/2024	Global Arts Plus - UPR
Johnson, B.	Teaching Assistant	10/31/2024	The Heights Community
Friesen, M.	Clerical	10/26/2024	Washington Tech High
Devaney, M.	Nutrition Services	10/30/2024	Como Service Center
Rousseau, B.	Nutrition Services	11/12/2024	Frost Lake Elem

**REINSTATEMENT AFTER LAYOFF**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Lee, J.	Operations	11/09/2024	\$28.67	Como Service Center
Pearson, J.	Operations	11/09/2024	\$27.94	Como Service Center

**HUMAN RESOURCE TRANSACTIONS**  
**November 1, 2024 to November 30, 2024**  
**December 19, 2024**

**REHIRE**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Pay Rate</u></b>	<b><u>Location</u></b>
Moe, M.	Classroom Teacher	11/16/2024	\$55.24	271 Belvidere Bldg
Omar, A.	Classroom Teacher	11/16/2024	\$49.67	East African Elem Magnet
Risinger, D.	Classroom Teacher	11/16/2024	\$39.16	Central Senior High
Xiong, D.	Classroom Teacher	11/30/2024	\$51.24	Txuj Ci Hmong UPR
Weir, M.	School / Community Professional	11/16/2024	\$30.04	Ronald M Hubbs Center
Benusa, C.	Teaching Assistant	11/09/2024	\$23.00	Central Senior High
Gillespie, J.	Teaching Assistant	11/09/2024	\$23.00	Benjamin Mays/Museum
Kastle, M.	Teaching Assistant	11/16/2024	\$20.63	Daytons Bluff Achievement Plus
Leonard, P.	Teaching Assistant	11/02/2024	\$23.58	Early Learning Hub
Vang, A.	Teaching Assistant	11/02/2024	\$19.89	Farnsworth Aerospace LWR
Phillips, M.	Bus Driver	11/23/2024	\$21.66	Transportation Services
Baji, C.	Nutrition Services	10/26/2024	\$19.00	Harding Senior High

**REINSTATEMENT FROM LEAVE OF ABSENCE**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Balcerzak, K.	Classroom Teacher	11/18/2024	Daytons Bluff Achievement Plus
Berkas, J.	Classroom Teacher	11/11/2024	Crossroads Montessori
Garver, J.	Classroom Teacher	11/11/2024	Harding Senior High
Moua, G.	Classroom Teacher	11/04/2024	Txuj Ci Hmong UPR
Moua, J.	Classroom Teacher	11/25/2024	Early Learning Hub
Rockwell, S.	Classroom Teacher	11/01/2024	271 Belvidere Bldg
Thor, A.	Classroom Teacher	12/02/2024	Mississippi Creative Arts Elem
Cruz, M.	Classroom Teacher	11/25/2024	Humboldt Secondary
Perrault, E.	Classroom Teacher	11/06/2024	East African Elem Magnet
Vang, P.	Classroom Teacher	12/02/2024	Frost Lake Elem
YaDeau, C.	Classroom Teacher	12/02/2024	Maxfield Elem
Heim, M.	Classroom Teacher	11/11/2024	Central Senior High
Matz, T.	Classroom Teacher	12/02/2024	Como Park Elem
Farris, R.	Education Assistant	10/31/2024	Riverview Dual Immrsn

**HUMAN RESOURCE TRANSACTIONS**  
**November 1, 2024 to November 30, 2024**  
**December 19, 2024**

**REINSTATEMENT FROM LEAVE OF ABSENCE**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Moua, M.	Education Assistant	11/18/2024	Nokomis Montessori North
Yang, Y.	Education Assistant	12/02/2024	Como Service Center
Anderson, A.	Teaching Assistant	11/04/2024	St. Paul Music Academy
Bock, R.	Teaching Assistant	10/21/2024	Eastern Heights Elem
Godfrey, A.	Teaching Assistant	11/11/2024	St. Paul Music Academy
Wucherer, M.	Teaching Assistant	11/11/2024	Cherokee Hts Community
Devaney, M.	Nutrition Services	11/15/2024	Como Service Center

**RECISION OF RESIGNATION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Pay Rate</u>	<u>Location</u>
Ross, T.	Education Assistant	11/02/2024	\$26.61	Mississippi Creative Arts Elem

**RETIREMENT**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Whitelow, J.	Custodian	12/31/2024	Washington Tech High
Tesfaye, A.	Nutrition Services	11/16/2024	Maxfield Elem

**RESIGNATION**

<u>Name</u>	<u>Job Category</u>	<u>Eff Date</u>	<u>Location</u>
Abdikarani, K.	Classroom Teacher	12/04/2024	Global Arts Plus - LWR
Alberts, A.	Classroom Teacher	11/23/2024	Maxfield Elem
Budd, K.	Classroom Teacher	12/06/2024	Juvenile Service Center
Diaz Rieth, W.	Classroom Teacher	11/02/2024	RiverEast Elem/Secondary
Horab, E.	Classroom Teacher	11/23/2024	Mississippi Creative Arts Elem
Issa, Y.	Classroom Teacher	12/21/2024	East African Elem Magnet
Ostertag, J.	Classroom Teacher	11/06/2024	E-STEM Middle
Sorenson, Y.	Classroom Teacher	11/11/2024	Jie Ming Mandarin Immrsn Academy
Nilsen, T.	Classroom Teacher	11/02/2024	L Etoile du Nord French Immrsn
Soyan, A.	School / Community Professional	11/02/2024	Colborne Admin Offices
Daw, E.	Education Assistant	11/09/2024	Txuj Ci Hmong UPR
Englebert, V.	Education Assistant	11/23/2024	Expo for Excellence Elem
Kay, H.	Education Assistant	11/30/2024	Murray Middle
Palmer, K.	Education Assistant	11/02/2024	Horace Mann

**HUMAN RESOURCE TRANSACTIONS**  
**November 1, 2024 to November 30, 2024**  
**December 19, 2024**

**RESIGNATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>	<b><u>Location</u></b>
Ross, T.	Education Assistant	11/02/2024	Mississippi Creative Arts Elem
Tisland, A.	Education Assistant	10/29/2024	RiverEast Elem/Secondary
Bernet, S.	Teaching Assistant	12/21/2024	Highwood Hills Elem
Grant, Z.	Teaching Assistant	11/08/2024	Txuj Ci Hmong LWR
Lee, X.	Teaching Assistant	11/16/2024	Johnson Senior High
Moseng, S.	Teaching Assistant	11/23/2024	Nokomis Montessori South
Perez, N.	Teaching Assistant	11/02/2024	Wellstone Elem
Pollard, L.	Teaching Assistant	11/10/2024	Bridge View
Riley, S.	Teaching Assistant	11/15/2024	International Academy - LEAP
Schuldt-Fontaine, P.	Teaching Assistant	11/28/2024	Early Learning Hub
Semotink, S.	Teaching Assistant	11/13/2024	Txuj Ci Hmong LWR
Shackleford, M.	Teaching Assistant	11/08/2024	Cherokee Hts Community
Weston-Butler, H.	Teaching Assistant	12/07/2024	Crossroads Science
Conner, C.	Custodian	11/21/2024	Rondo Education Center
Fredericks, C.	Nutrition Services	10/19/2024	Central Senior High
Romero Cordon, B.	Nutrition Services	11/30/2024	Creative Arts Secondary
Wigfield, A.	Nutrition Services	11/05/2024	Riverview Dual Immrsn
Zaimi, S.	Professional Employee	12/07/2024	Colborne Admin Offices
Reitz, S.	Supervisory	11/16/2024	Colborne Admin Offices

**TERMINATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>
I., V.	School / Community Professional	11/16/2024
M., F.	Education Assistant	11/21/2024
M., I.	Education Assistant	12/21/2024
D., C.	Teaching Assistant	10/22/2024
D., A.	Teaching Assistant	11/05/2024
T., M.	Teaching Assistant	11/12/2024
W., A.	Teaching Assistant	11/21/2024

**HUMAN RESOURCE TRANSACTIONS**  
**November 1, 2024 to November 30, 2024**  
**December 19, 2024**

**TERMINATION**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>
B., H.	Nutrition Services	11/20/2024

**DISCHARGE**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>
B., M.	Supervisory	11/16/2024

**TERMINATION OF TEMPORARY EMPLOYMENT**

<b><u>Name</u></b>	<b><u>Job Category</u></b>	<b><u>Eff Date</u></b>
J., T.	Classroom Teacher	12/01/2024

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

**DATE:** December 19, 2024

**TOPIC:** Facilities Department FY25 Purchases over \$175,000

**A. PERTINENT FACTS:**

1. In the normal course of work, the Facilities Department must establish purchases with vendors that may incur costs in excess of \$175,000 throughout the fiscal year.
2. The following list indicates said purchases:

Vendor	Description	Amount	State Contract ID Or Bid Number
School Health	Districtwide AEDs	Original PO: \$171,000 Increase: \$15,000 <b>New PO Amount: \$186,000</b>	Sourcewell 022422-SHC
City of Saint Paul	Building Permits	PO Amount: \$250,000	N/A

3. The purchases will be reviewed by Brian Cihacek, Purchasing Manager.
4. Funding will be provided from the approved Facilities Department Fiscal Year 2025 budget.
5. The purchases meet the District Strategic Plan goals by aligning Program Evaluation and Resource Allocation to District priorities.
6. This item is submitted by Kathryn Wallace, Interim Facilities Director, Tom Sager, Executive Chief of Financial Services, and Jackie Turner, Chief Administration and Operations Officer.

**B. RECOMMENDATION:**

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

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

**DATE:** December 19, 2024

**TOPIC:** Phase Gate Approval of the FY25 Flooring Replacement Program at Como Park Elementary, Randolph Heights Elementary, Humboldt High School, Farnsworth Aerospace Upper Campus, and Maxfield Elementary (Project # 0225-25-01): Gate #3 – Project Budget

**A. PERTINENT FACTS:**

1. This agenda item seeks approval for the FY25 Flooring Replacement Program at Como Park Elementary, Randolph Heights Elementary, Humboldt High School, Farnsworth Aerospace Upper Campus, and Maxfield Elementary project at the following phase gate(s):
  - a. Gate #3 – Project Budget / Proceed to Bidding
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	July 16, 2024
#2 – Project Charter (Predesign)	Not Applicable
#3 – Project Budget	December 19, 2024 (current)
#4 – Contract Award	January 2025 (anticipated)
#5.1 – Project Close-Out	September 2025 (anticipated)
#5.2 – Final Project Summary	September 2026 (anticipated)

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

Proposed Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,283,000	\$0	\$0	0%

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

Funding Source	Amount
LTFM FY25-27	\$1,283,000

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

**B. RECOMMENDATION:**

That the Board of Education approve the FY25 Flooring Replacement Program at Como Park Elementary, Randolph Heights Elementary, Humboldt High School, Farnsworth Aerospace Upper Campus, and Maxfield Elementary project (Project # 0225-25-01) at Phase Gate Check #3 – Project Budget; setting the final project budget at \$1,283,000 and indicating direction to proceed with construction bidding.



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

**DATE:** December 19, 2024

**TOPIC:** Phase Gate Approval of the FY25 Paving Replacement Program at 360 Colborne and Hubbs Center (Project # 0800-25-01): Gate #3 – Project Budget

**A. PERTINENT FACTS:**

1. This agenda item seeks approval for the FY25 Paving Replacement Program at 360 Colborne and Hubbs Center at the following phase gate(s):
  - a. Gate #3 – Project Budget / Proceed to Bidding
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	July 16, 2024
#2 – Project Charter (Predesign)	Not Applicable
#3 – Project Budget	December 19, 2024 (current)
#4 – Contract Award	March 2025 (anticipated)
#5.1 – Project Close-Out	August 2025 (anticipated)
#5.2 – Final Project Summary	August 2026 (anticipated)

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

Proposed Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$1,526,000	\$74,950	\$19,815	1.3%

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

Funding Source	Amount
Capital Bonds FY25-27	\$137,340
LTFM FY25-27	\$1,388,660

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

**B. RECOMMENDATION:**

That the Board of Education approve the FY25 Paving Replacement Program at 360 Colborne and Hubbs Center (Project # 0800-25-01) at Phase Gate Check #3 – Project Budget; setting the final project budget at \$1,526,000 and indicating direction to proceed with construction bidding.

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

**DATE:** December 19, 2024

**TOPIC:** Phase Gate Approval of the Maxfield ES Parking Lot Extension (Project # 4180-25-01): Gate #3 – Project Budget

**A. PERTINENT FACTS:**

1. This agenda item seeks approval for the Maxfield ES Parking Lot Extension project at the following phase gate(s):
  - a. Gate #3 – Project Budget / Proceed to Bidding
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	July 16, 2024
#2 – Project Charter (Predesign)	Not Applicable
#3 – Project Budget	December 19, 2024 (current)
#4 – Contract Award	January 2025 (anticipated)
#5.1 – Project Close-Out	September 2025 (anticipated)
#5.2 – Final Project Summary	September 2026 (anticipated)

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

Proposed Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$935,000	\$38,600	\$21,293	2.3%

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

Funding Source	Amount
Capital Bonds F25-27	\$345,950
LTFM F25-27	\$589,050

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

**B. RECOMMENDATION:**

That the Board of Education approve the Maxfield ES Parking Lot Extension (Project # 4180-25-01) at Phase Gate Check #3 – Project Budget; setting the final project budget at \$935,000 and indicating direction to proceed with construction bidding.

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

**DATE:** December 19, 2024

**TOPIC:** Phase Gate Approval of the Washington Technology Roofing and Paving (Project # 4040-24-01): Gate #3 – Project Budget

**A. PERTINENT FACTS:**

1. This agenda item seeks approval for the Washington Technology Roofing and Paving project at the following phase gate(s):
  - a. Gate #3 – Project Budget / Proceed to Bidding
2. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	March 23, 2021
#2 – Project Charter (Predesign)	Not Applicable
#3 – Project Budget	December 19, 2024 (current)
#4 – Contract Award	January 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:

Proposed Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$11,169,000	\$352,000	\$82,820	0.7%

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

Funding Source	Amount
LTFM FY24-27	\$11,169,000

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

**B. RECOMMENDATION:**

That the Board of Education approve the Washington Technology Roofing and Paving project (Project # 4040-24-01) at Phase Gate Check #3 – Project Budget; setting the final project budget at \$11,169,000 and indicating direction to proceed with construction bidding.

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

**DATE:** December 19, 2024

**TOPIC:** Phase Gate Approval of the Bruce Vento Elementary - New Construction Project WS 32F (Project #1020-22-01): Gate #4 - Contract Award

**A. PERTINENT FACTS:**

1. This agenda item seeks approval for the Bruce Vento Elementary - New Construction project at the following phase gate(s):
  - a. Gate #4: Contract Award
2. This contract provides existing conditions and Landscaping Phase 2 (work scope 32F) for the Bruce Vento Elementary - New Construction project.
3. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	December 14, 2021 (Revised GC#1)
#2 – Project Charter (Predesign)	August 23, 2022
#3 – Project Budget	February 21, 2023
#4 – Contract Award	October 24, 2023
#5.1 – Project Close-Out	June 2026 (anticipated)
#5.2 – Final Project Summary	June 2027 (anticipated)

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

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$89,900,000	\$71,728,116	\$32,404,942	36%

5. The following bids were received:

	<u>Lump Sum Base Bid</u>
Hoffman & McNamara Co .....	\$199,900
Peterson Companies, Inc .....	\$229,230
Urban Companies, LLC .....	\$320,000

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

Funding Source	Amount
COP FY23-27	\$89,900,000

8. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
9. This item is submitted by Kathryn Wallace, Interim Facilities Director; 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. A24-3928-JG for the Bruce Vento Elementary - New Construction Project (Project #1020-22-01) to Hoffman & McNamara Co. for a lump sum base bid of \$199,900.



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

**DATE:** December 19, 2024

**TOPIC:** Phase Gate Approval of the Bruce Vento Elementary - New Construction Project WS 32F (Project #1020-22-01): Gate #4 - Contract Award

**A. PERTINENT FACTS:**

1. This agenda item seeks approval for the Bruce Vento Elementary - New Construction project at the following phase gate(s):
  - a. Gate #4: Contract Award
2. This contract provides existing conditions and Landscaping Phase 5 (work scope 32G) for the Bruce Vento Elementary - New Construction project.
3. The Project phase gate schedule is currently:

Gate # and Description	Date
#1 – Master Planning	December 14, 2021 (Revised GC#1)
#2 – Project Charter (Predesign)	August 23, 2022
#3 – Project Budget	February 21, 2023
#4 – Contract Award	October 24, 2023
#5.1 – Project Close-Out	June 2026 (anticipated)
#5.2 – Final Project Summary	June 2027 (anticipated)

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

Project Budget	Current Obligations	Invoiced to Date	Percent Invoiced
\$89,900,000	\$71,728,116	\$32,404,942	36%

5. The following bids were received:

	<u>Lump Sum Base Bid</u>
Hoffman & McNamara Co .....	\$434,700
Peterson Companies, Inc .....	\$654,580
Urban Companies, LLC .....	\$1,212,000

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

Funding Source	Amount
COP FY23-27	\$89,900,000

8. This project meets the District Strategic Plan goals by aligning resource allocation to District priorities.
9. This item is submitted by Kathryn Wallace, Interim Facilities Director; 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. A24-4021-JG for the Bruce Vento Elementary - New Construction Project (Project #1020-22-01) to Hoffman & McNamara Co. for a lump sum base bid of \$434,700.

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

**DATE:** December 19, 2024

**TOPIC:** Change Order #6 for NAC Mechanical and Electrical Services for the Highland Park Middle School Entry Addition and Renovation Project (Project #3081-23-01)

**A. PERTINENT FACTS:**

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

a. New fire alarm system

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

<b>Project Budget</b>	<b>Current Obligations</b>	<b>Invoiced to Date</b>	<b>Percent Invoiced</b>
\$49,500,000	\$30,994,923	\$9,527,764	19.2%

3. The contract would be changed as follows:

	<u>Amount</u>	<u>% Change</u>
The original contract sum was	\$2,900,000	-
Previous Change Orders approved to date	\$22,573	0.8%
The contract sum prior to this Change Order was	\$2,922,573	-
<b>This Change Order amount</b>	<b>\$178,718</b>	<b>6.2%</b>
The new contract sum including this Change Order will be	\$3,101,291	

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

<b>Funding Source</b>	<b>Amount</b>
LTFM FY23-27	\$27,759,000
COP FY23-27	\$21,741,000

5. Project cash flow schedule has been reviewed and approved by the District Finance Office.

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

7. This item is submitted by Kathryn Wallace, Interim Facilities Director; Tom Sager, Executive Chief of Financial Services; and Jackie Turner, Chief Administration and Operations Officer.

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent, Superintendent's Designee, or Interim Facilities Director to sign Change Order #6 for NAC Mechanical and Electrical Services for the Highland Park Middle School Entry Addition and Renovation Project (Project #3081-23-01) for the amount of \$178,718.

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

**DATE:** December 19, 2024

**TOPIC:** Change Order #1 for MCI Carpet One for the Bruce Vento New Construction project (Project # 1020-22-01)

**A. PERTINENT FACTS:**

1. This change order provides all labor, material, equipment and services necessary for the following items:
  - a. A miscalculation in flooring quantities resulted in a scope gap. The contractor is absorbing a portion of the cost, and this change order to the project is for the remaining necessary flooring scope.

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

<b>Project Budget</b>	<b>Current Obligations</b>	<b>Invoiced to Date</b>	<b>Percent Invoiced</b>
\$89,900,000	\$71,728,116	\$32,404,942	36%

3. The contract would be changed as follows:

	<u>Amount</u>	<u>% Change</u>
The original contract sum was	\$1,505,500	-
Previous Change Orders approved to date	\$0	0%
The contract sum prior to this Change Order was	\$1,505,500	-
<b>This Change Order amount</b>	<b>\$298,305</b>	<b>20%</b>
The new contract sum including this Change Order will be	\$1,803,805	

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

<b>Funding Source</b>	<b>Amount</b>
COP FY23-27	\$89,900,000

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

**B. RECOMMENDATION:**

That the Board of Education authorize the Superintendent, Superintendent's Designee, or Interim Facilities Director to sign Change Order #1 for MCI Carpet One for the Bruce Vento Elementary – New Construction project (Project # 1020-22-01) for the amount of \$298,305.

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

**DATE:** December 19, 2024

**TOPIC:** Certification of the 2025-26 School Year Tax Levy

**A. PERTINENT FACTS:**

1. This is the final part of the annual tax levy certification process that began in September. At the last board meeting, the district provided detailed information on the tax levy and district budget as part of the Truth in Taxation hearing.
2. This item is submitted by Tom Sager, Executive Chief of Financial Services.

**B. RECOMMENDATION:**

The administration recommends that the School Board certify a property tax levy in the amount of \$220,848,442.35 as included below for the 2025-2026 school year. This amount represents a 7.92 percent increase from 2024-2025 school district property tax levy.

Minnesota Department of Education  
Levy Limitation and Certification Report  
2024 Payable 2025

District Number-Type: 0625-01  
District Name: Saint Paul Public Schools  
Home County: Ramsey County

Date Printed: 12/10/24  
Limits Updated: 12/9/24  
Certified Submitted: 12/10/24

	LIMIT	PROPOSED	CERTIFIED
<b>SUBTOTALS BY LEVY CATEGORY</b>			
GENERAL - RMV VOTER	41,732,073.18	41,732,073.18	41,732,073.18
GENERAL - RMV OTHER	34,387,252.23	34,387,252.23	34,387,252.23
GENERAL - NTC VOTER	0.00	0.00	0.00
GENERAL - NTC OTHER	76,182,035.86	76,182,035.86	76,182,035.86
COMMUNITY SERVICE - NTC OTHER	3,398,591.30	3,398,591.30	3,398,591.30
GENERAL DEBT - NTC VOTER	0.00	0.00	0.00
GENERAL DEBT - NTC OTHER	65,148,489.78	65,232,244.45	65,148,489.78
OPEB DEBT - NTC VOTER	0.00	0.00	9.04
OPEB DEBT - NTC OTHER	0.00	0.00	0.00
<b>SUBTOTALS BY FUND</b>			
GENERAL FUND	152,301,361.27	152,301,361.27	152,301,361.27
COMMUNITY SERVICES FUND	3,398,591.30	3,398,591.30	3,398,591.30
GENERAL DEBT SERVICE FUND	65,148,489.78	65,232,244.45	65,148,489.78
OPEB/PENSION DEBT SERVICE FUND	0.00	0.00	0.00
<b>SUBTOTALS BY TAX BASE</b>			
REFERENDUM MARKET VALUE	76,119,325.41	76,119,325.41	76,119,325.41
NET TAX CAPACITY	144,729,116.94	144,812,871.61	144,729,116.94
<b>SUBTOTALS BY TRUTH IN TAXATION CATEGORY</b>			
VOTER APPROVED	41,732,073.18	41,732,073.18	41,732,073.18
OTHER	179,116,369.17	179,200,123.84	179,116,369.17
<b>TOTAL LEVY</b>			
TOTAL LEVY	220,848,442.35	220,932,197.02	220,848,442.35

The school district must submit the completed original of this form to the home county auditor by December 28, 2024. A duplicate form must be submitted to Minnesota Department of Education, School Finance Division, 400 NE Stinson Blvd., Minneapolis, MN 55413, by January 7, 2025.

The certified levy listed above is the levy voted by the school board for taxes payable in 2025.

Signature of School Board Clerk

\_\_\_\_\_

Date of Certification

\_\_\_\_\_





**Saint Paul**  
PUBLIC SCHOOLS

# **3-Year School Calendar: July 2025-June 2028**

Craig Anderson, Executive Director of Teaching and Learning

Board of Education Meeting  
December 19, 2024

# Grounded in Values

- Based in community input
- Inclusive process that includes student voice
- Informs a multi-year calendar to support long-term planning
- Aligns with Minnesota statute and logistical parameters

106

# Minnesota State Statute

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

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

# Parameters for SPPS

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

108

# The Challenge

When Labor Day falls on the 5th, 6th or 7th of September and we follow all of our other district parameters, we are unable to finish school before the third week of June.

Ending in the third week of June makes having our robust summer offerings extremely difficult.

109

Our only flexibility remains in winter and spring break.

# Calendar Process

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

110

# Engagement Survey

	2024	2022
Families	3,641	3,897
Staff	1,740	2,304
Grade 6-12 Students	2,483	Not Surveyed
<b>Total</b>	<b>7,864</b>	<b>6,201</b>

111

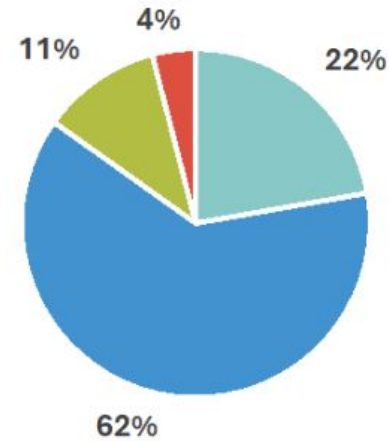
# Results (Parent Statements at PAC Meetings)

- Communication is good and thorough (email and text)
- Importance of calendar decision is made clear
- Nice that the District asked parents for input
- Nice clear options
- Appreciative of how much feedback has been asked recently (Supt Search and Calendar)
- Survey fatigue is a thing to consider
- Families do plan far ahead so appreciated that calendar decisions<sub>12</sub> are 3 years out and helps with budgeting



# Results - Families

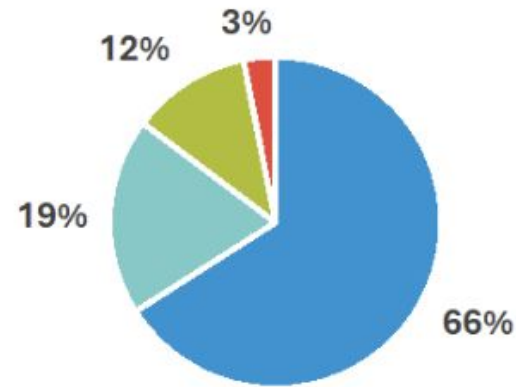
Responding families preferred to shorten winter break and have a full week of spring break



- Two week winter break, shortened spring break.
- Shortened winter break and full week spring break.
- Shortened winter and spring break, with earlier end of school year.
- No opinion

# Results - Staff

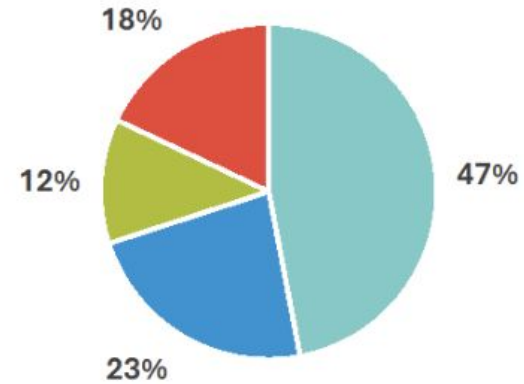
Responding staff indicated a strong preference for shortening winter break



- Shortened winter break and full week spring break.
- Two week winter break, shortened spring break.
- Shortened winter and spring break, with earlier end of school year.
- No opinion

# Results - Students

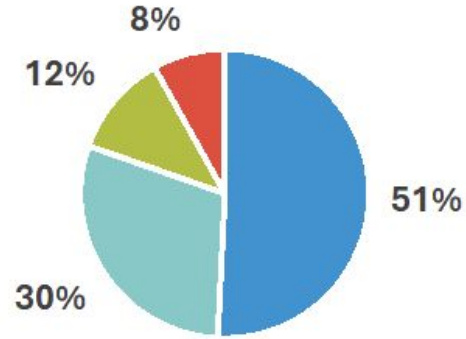
Students preferred a full two-week winter break with a shortened spring break



- Two week winter break, shortened spring break.
- Shortened winter break and full week spring break.
- Shortened winter and spring break, with earlier end of school year.
- No opinion

# Results - ALL

Across all respondents, a majority prefer a shortened winter break with a full week of spring break



- Shortened winter break and full week spring break.
- Two week winter break, shortened spring break.
- Shortened winter and spring break, with earlier end of school year.
- No opinion

116

# Leading Recommendation

- Based on this community feedback, our leading recommendation is currently:
  - Shorter winter breaks in School Years 26-27 and 27-28
    - Due to late Labor Day
  - Full week spring breaks

117

# SY2025-26

First day Sept. 2

Two-week winter break

One-week spring break

School ends June 11

175 days for secondary

Total Days of School: Pre-K and K-12: Elementary (1-5): 175, Secondary (6-12): 175

IMPORTANT DATES (ECSE follows the Pre-K calendar)		July 2025							January 2026						
	GRADES	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
AUGUST															
18-22	New Educator Week	6	7	8	9	10	11	12	4	5	6	7	8	9	10
25-29	Opening Week	13	14	15	16	17	18	19	11	12	13	14	15	16	17
		20	21	22	23	24	25	26	18	19	20	21	22	23	24
		27	28	29	30	31	25	26	27	28	29	30	31		
SEPTEMBER															
1	Labor Day														
2	First Day of School														
2-3	No School, Welcome Meetings														
4	First Day of School														
23	No School, Staff Development														
OCTOBER															
2	No School, Staff Development														
16-17	No School, State Teacher Meeting MEA														
31	No School, Conference Preparation														
	Secondary in session														
NOVEMBER															
6	End of Quarter 1														
7	No School, Parent-teacher conferences for PreK-5/ Secondary professional development														
27-28	No School, Thanksgiving Break														
DECEMBER															
22-31	No School, Winter Break														
JANUARY															
1-2	No School, Winter Break														
19	No School, Martin Luther King Jr. Day														
29	End of Quarter 2														
30	No School, Elementary professional development/ Secondary grading day														
FEBRUARY															
16	No School, Presidents Day														
MARCH															
20	No School, Elementary conference preparation/ Secondary professional development														
APRIL															
3	No School, PreK-5 Conference Day														
	End of Quarter 3														
6-10	No School, Spring Break														
MAY															
25	No School, Memorial Day														
27	No School, Staff Development Day														
JUNE															
11	Last Day of School														
	End of Quarter 4														
12	Last Day of School for Teachers														
19	Juneteenth (District Offices Closed)														

**KEY**

- Important Dates
- No School Pre-K and Kindergarten
- No School All Grades (PreK-12)
- No School PreK-5

Q1 44  
Q2 46  
Q3 43  
Q4 42

# SY2026-27

First day Sept. 8  
 Eight-day winter break  
 One-week spring break  
 School ends June 11

174 days for secondary

Saint Paul Public Schools		2026-27 District Calendar ***Draft***	
Total Days of School- Pre-K and K-12: Elementary (1-5):172; Secondary (6-12):174			
<b>IMPORTANT DATES (ECSE follows the Pre-K calendar)</b>			
<b>AUGUST</b>		<b>GRADES</b>	
24-28 New Educator Week		Staff	
31 Opening Week		Staff	
<b>SEPTEMBER</b>			
1-4 Opening Week			
7 Labor Day			
8 First Day of School	1-12		
8-9 No School, Welcome Meetings	Pre-K & K		
10 First Day of School	Pre-K & K		
21 No School, Staff Development	PreK-12		
<b>OCTOBER</b>			
15-16 No School, State Teacher Meeting MEA	PreK-12		
30 No School, Conference Preparation	PreK-5		
Secondary in session	6-12		
<b>NOVEMBER</b>			
12 End of Quarter 1			
13 No School, Parent-teacher conferences for PreK-5/			
Secondary/professional development	PreK-12		
26-27 No School, Thanksgiving Break	PreK-12		
<b>DECEMBER</b>			
23-31 No School, Winter Break	PreK-12		
<b>JANUARY</b>			
1 No School, Winter Break	PreK-12		
18 No School, Martin Luther King Jr. Day	PreK-12		
29 No School, Staff Development	PreK-12		
29 End of Quarter 2			
<b>FEBRUARY</b>			
15 No School, Presidents Day	PreK-12		
<b>MARCH</b>			
10 No School, Elementary conference preparation/	PreK-12		
Secondary professional development			
26 No School, PreK-5 Conference Day	PreK-5		
Secondary In Session	6-12		
<b>APRIL</b>			
2 End of Quarter 3			
5-9 No School, Spring Break	PreK-12		
<b>MAY</b>			
17 No School, Staff Development Day	PreK-12		
31 No School, Memorial Day	PreK-12		
<b>JUNE</b>			
11 Last Day of School	PreK-12		
End of Quarter 4			
14 Last Day of School for Teachers			
18 Juneteenth (District Offices Closed)			

July 2026		January 2027												
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
			1	2	3	4							1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	
26	27	28	29	30	31		24	25	26	27	28	29	30	
							31							

August 2026		February 2027											
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
						1	1	2	3	4	5	6	
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28						
30	31												

September 2026		March 2027											
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
			1	2	3	4	1	2	3	4	5	6	
6	7	8	9	10	11	12	7	8	9	10	11	12	13
13	14	15	16	17	18	19	14	15	16	17	18	19	20
20	21	22	23	24	25	26	21	22	23	24	25	26	27
27	28	29	30				28	29	30	31			

October 2026		April 2027											
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
						1	1	2	3				
4	5	6	7	8	9	10	4	5	6	7	8	9	10
11	12	13	14	15	16	17	11	12	13	14	15	16	17
18	19	20	21	22	23	24	18	19	20	21	22	23	24
25	26	27	28	29	30	31	25	26	27	28	29	30	

November 2026		May 2027											
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
						1	1	2	3				
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30						29	30	31				

December 2026		June 2027											
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
						1	1	2	3	4	5	6	
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28	29	30	31			27	28	29	30			

KEY	
Important Dates	
No School Pre-K and Kindergarten	
No School All Grades (PreK-12)	
No School PreK-5	
Q1 45	
Q2 43	
Q3 43	
Q4 43	

\*\*\* Graduation for 2028 is June 7-9 or June 14-16

# SY2027-28

First day Sept. 7

Seven-day winter break

One-week spring break

School ends June 9

174 days for secondary

Saint Paul PUBLIC SCHOOLS			2027-28 District Calendar ***Draft***														
			Total Days of School-Pre-K and K-12: Elementary (1-5):172, Secondary (6-12):174														
<b>IMPORTANT DATES (ECSE follows the Pre-K calendar)</b>																	
<b>AUGUST</b>		<b>GRADES</b>	<b>July 2027</b>			<b>January 2028</b>											
23-27 New Educator Week		Staff	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
30-31 Opening Week		Staff	4	5	6	7	8	9	10	2	3	4	5	6	7	8	
			11	12	13	14	15	16	17	9	10	11	12	13	14	15	
			18	19	20	21	22	23	24	16	17	18	19	20	21	22	
			25	26	27	28	29	30	31	23	24	25	26	27	28	29	
										30	31						
<b>SEPTEMBER</b>			<b>August 2027</b>			<b>February 2028</b>											
1-3 Opening Week for Staff			Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
6 Labor Day			1	2	3	4	5	6	7	1	2	3	4	5	6	7	
7 First Day of School	1-12	Pre-K & K	8	9	10	11	12	13	14	8	7	8	9	10	11	12	
7-8 No School, Welcome Meetings	Pre-K & K	Pre-K & K	15	16	17	18	19	20	21	13	14	15	16	17	18	19	
9 First Day of School	Pre-K & K	Pre-K & K	22	23	24	25	26	27	28	20	21	22	23	24	25	26	
			29	30	31					27	28	29					
<b>OCTOBER</b>			<b>September 2027</b>			<b>March 2028</b>											
11 No School, Staff Development	PreK-12	PreK-12	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
21-22 No School, State Teacher Meeting MEA	PreK-12	PreK-12	1	2	3	4	5	6	7	1	2	3	4	5	6	7	
29 No School, Conference Preparation	PreK-5	PreK-5	8	9	10	11	12	13	14	8	7	8	9	10	11	12	
Secondary in session	6-12	6-12	15	16	17	18	19	20	21	13	14	15	16	17	18	19	
			22	23	24	25	26	27	28	20	21	22	23	24	25	26	
			29	30	31					27	28	29					
<b>NOVEMBER</b>			<b>October 2027</b>			<b>April 2028</b>											
11 End of Quarter 1			Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
12 No School, Parent-teacher conferences for PreK-5/	PreK-12	PreK-12	1	2	3	4	5	6	7	1	2	3	4	5	6	7	
Secondary professional development	PreK-12	PreK-12	8	9	10	11	12	13	14	8	7	8	9	10	11	12	
25-26 No School, Thanksgiving Break	PreK-12	PreK-12	15	16	17	18	19	20	21	12	13	14	15	16	17	18	
			22	23	24	25	26	27	28	19	20	21	22	23	24	25	
			29	30	31					26	27	28	29	30	31		
<b>DECEMBER</b>			<b>November 2027</b>			<b>May 2028</b>											
23-31 No School, Winter Break	PreK-12	PreK-12	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
			1	2	3	4	5	6	7	1	2	3	4	5	6	7	
			8	9	10	11	12	13	14	8	7	8	9	10	11	12	
			15	16	17	18	19	20	21	14	15	16	17	18	19	20	
			22	23	24	25	26	27	28	21	22	23	24	25	26	27	
			29	30	31					28	29	30	31				
<b>JANUARY</b>			<b>December 2027</b>			<b>June 2028</b>											
17 No School, Martin Luther King Jr. Day	PreK-12	PreK-12	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
27 End of Quarter 2			1	2	3	4	5	6	7	1	2	3	4	5	6	7	
28 No School, Staff Development	PreK-12	PreK-12	8	9	10	11	12	13	14	8	7	8	9	10	11	12	
			15	16	17	18	19	20	21	14	15	16	17	18	19	20	
			22	23	24	25	26	27	28	21	22	23	24	25	26	27	
			29	30	31					28	29	30	31				
<b>FEBRUARY</b>			<b>January 2028</b>			<b>July 2028</b>											
21 No School, Presidents Day	PreK-12	PreK-12	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
			1	2	3	4	5	6	7	1	2	3	4	5	6	7	
			8	9	10	11	12	13	14	8	7	8	9	10	11	12	
			15	16	17	18	19	20	21	14	15	16	17	18	19	20	
			22	23	24	25	26	27	28	21	22	23	24	25	26	27	
			29	30	31					28	29	30	31				
<b>MARCH</b>			<b>February 2028</b>			<b>August 2028</b>											
3 No School, Elementary conference preparation/	PreK-12	PreK-12	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
Secondary professional development	PreK-12	PreK-12	1	2	3	4	5	6	7	1	2	3	4	5	6	7	
31 No School, PreK-5 Conference Day	PreK-5	PreK-5	8	9	10	11	12	13	14	8	7	8	9	10	11	12	
End of Quarter 3 Secondary in session	6-12	6-12	15	16	17	18	19	20	21	14	15	16	17	18	19	20	
			22	23	24	25	26	27	28	21	22	23	24	25	26	27	
			29	30	31					28	29	30	31				
<b>APRIL</b>			<b>March 2028</b>			<b>September 2028</b>											
3-7 No School, Spring Break	PreK-12	PreK-12	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
14 No School, Staff Development Day	PreK-12	PreK-12	1	2	3	4	5	6	7	1	2	3	4	5	6	7	
			8	9	10	11	12	13	14	8	7	8	9	10	11	12	
			15	16	17	18	19	20	21	14	15	16	17	18	19	20	
			22	23	24	25	26	27	28	21	22	23	24	25	26	27	
			29	30	31					28	29	30	31				
<b>MAY</b>			<b>April 2028</b>			<b>October 2028</b>											
5 No School, Staff Development Day	PreK-12	PreK-12	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
29 No School, Memorial Day	PreK-12	PreK-12	1	2	3	4	5	6	7	1	2	3	4	5	6	7	
			8	9	10	11	12	13	14	8	7	8	9	10	11	12	
			15	16	17	18	19	20	21	14	15	16	17	18	19	20	
			22	23	24	25	26	27	28	21	22	23	24	25	26	27	
			29	30	31					28	29	30	31				
<b>JUNE</b>			<b>May 2028</b>			<b>November 2028</b>											
9 Last Day of School	PreK-12	PreK-12	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
End of Quarter 4	PreK-12	PreK-12	1	2	3	4	5	6	7	1	2	3	4	5	6	7	
Last Day of School for Teachers			8	9	10	11	12	13	14	8	7	8	9	10	11	12	
Juneteenth (District Offices Closed)			15	16	17	18	19	20	21	14	15	16	17	18	19	20	
			22	23	24	25	26	27	28	21	22	23	24	25	26	27	
			29	30	31					28	29	30	31				

\*\*\* Graduation for 2026 is June 1-3 or June 8-10

KEY	
Yellow	Important Dates
Light Blue	No School Pre-K and Kindergarten
Light Green	No School All Grades (PreK-12)
Light Purple	No School PreK-5
Q1	45
Q2	44
Q3	43
Q4	42

120



# Recommendation

**Motion:** Approve the proposed calendars for School Years 2025-26, 2026-27 and 2027-28

121



**Saint Paul**  
PUBLIC SCHOOLS

# Questions?



**Saint Paul**  
PUBLIC SCHOOLS

# **First Reading: Board Policy 550: Cell Phones and Personal Electronic Devices**

Jodi Danielson, Director, Schools & Learning  
Board of Education  
December 19, 2024

# Cell Phone Policy Work Group

- School Board Director Carlo Franco
- Assistant Superintendents Nancy Páez and Adam Kunz
- Principals Jamil Payton (HS), Shandyn Benson (ALC), Jocelyn Sims (MS) and Lauren Bolopue (Elementary)
- Teachers Dan Perelstein (HS), Libby Arnosti (HS), Molly Brown (MS)
- Health and Wellness Director Becky Schmidt
- School Support Director Kathy Kimani and College and Career Readiness Assistant Director Beth Coleman
- Communications Director Erica Wacker
- Cora and Samia (Students)
- Schools and Learning Director Jodi Danielson
- Project Manager Maria Vincent

124

# Policy 550: Cell Phones and Personal Devices

Why are we proposing to adopt this policy?

- MN legislature made a law in spring 2024 that all school districts must have a district policy regarding cell phones, due to impacts to:
  - Academic performance
  - Mental health
  - Learning environments
  - Effective teaching

125

Source: [The Cell Phone Toolkit](#), (July 2024), MESPA and MASSP

# Assumptions

- Personal devices should be managed during instructional time at all grade levels
- Procedures will include expectations around wireless accessories (e.g., watches, glasses, earbuds, etc.)
- Cannot be cost prohibitive
- Cannot put undue burden on families (e.g. school dismissal/suspension)
- Cannot perpetuate inequitable practices across student racial and ethnic and other traditionally marginalized groups
- There will need to be an exception for medical needs
- Adoption in spring; implementation in September 2025

126

# Assumptions Added by BOE on Nov 6

- Disciplinary responses should be tiered
- The policy will need to be taught to students
- The policy will need to reference the impact on staff use as well
- The policy needs to outline a way to communicate to school communities
- Emergency procedures need to be taken into consideration

127

# Community Feedback

128



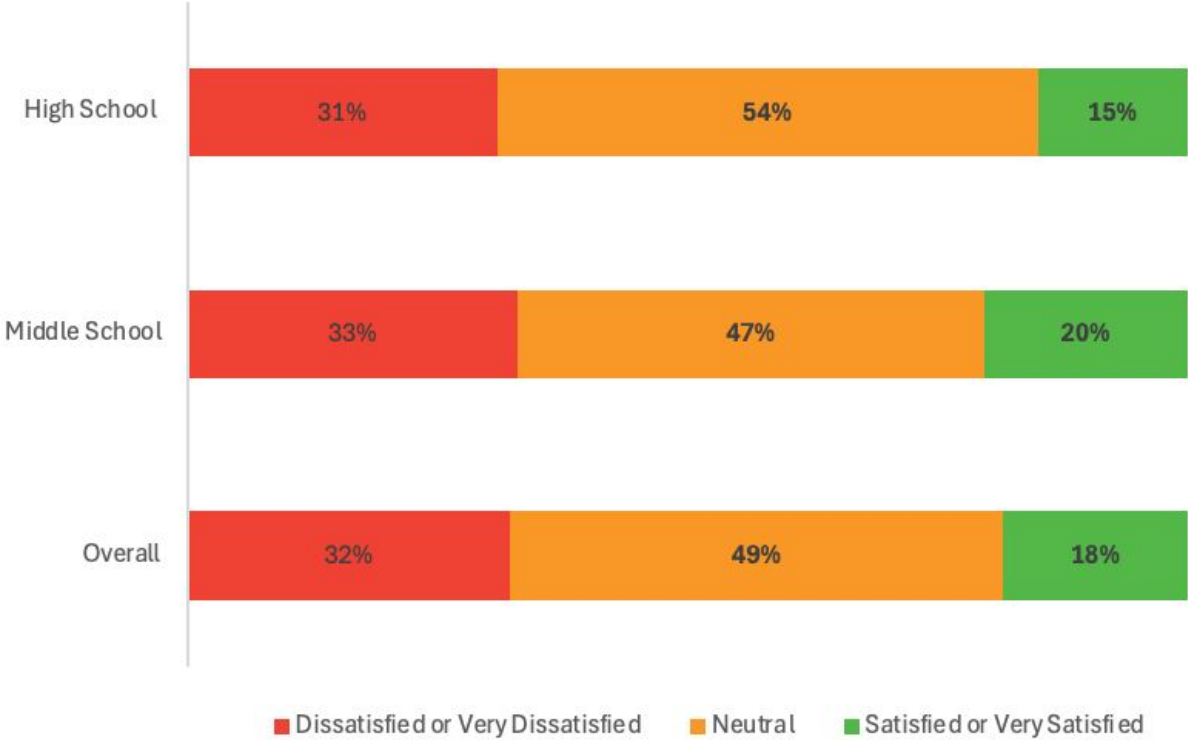
# Survey Response Frequency

	Response Rate	Number of Responses	Number of Invitations
<b>Students</b>	21%	3,974	16,752
<b>Families*</b>	20%	5,870	28,999
<b>Staff</b>	22%	662	3,047
<b><i>Total</i></b>	<b>22%</b>	<b>10,514</b>	<b>48,798</b>

\*higher response rate in languages other than English compared to most most SPPS surveys

129

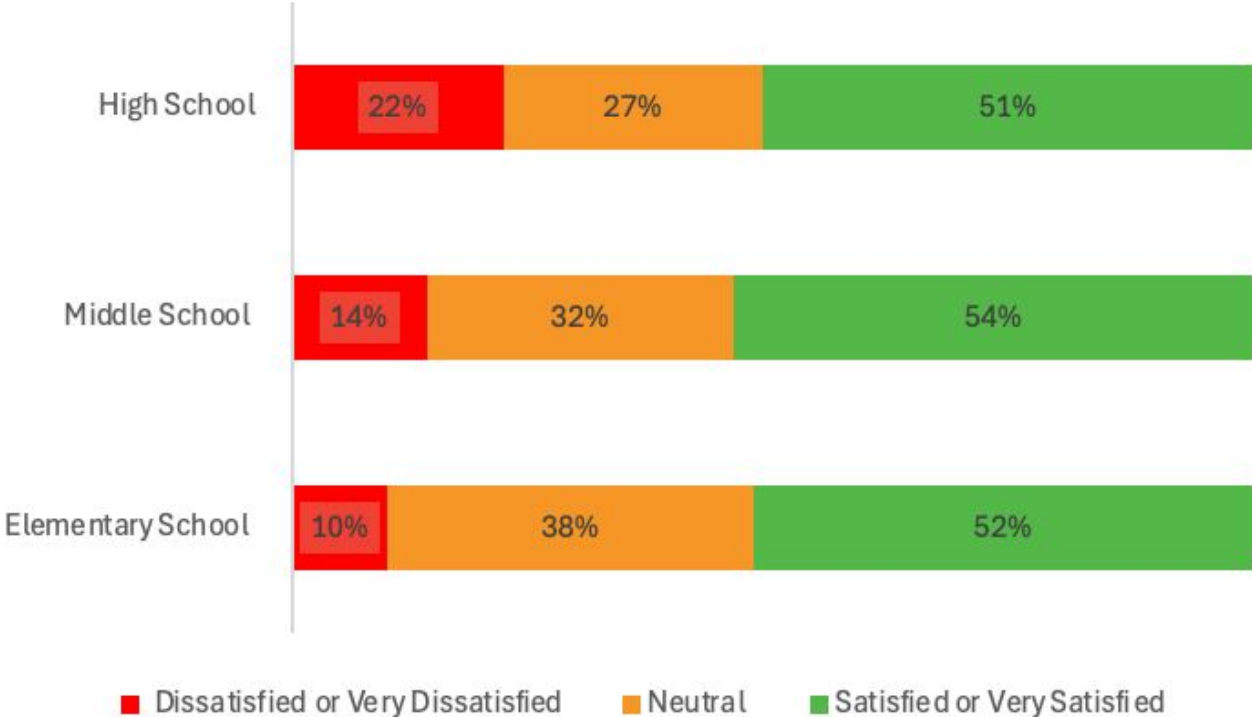
# Students' Satisfaction with Current Rules



Students generally preferred less restrictive policies

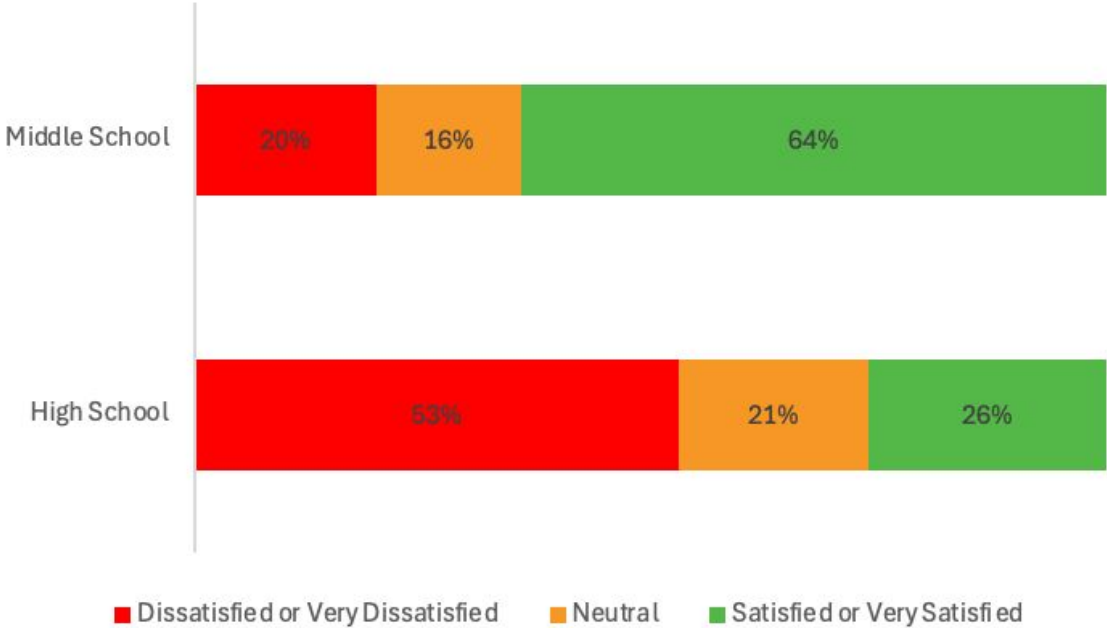
130

# Families' Satisfaction with Current Rules



Families that were less satisfied generally desired more restrictive policies

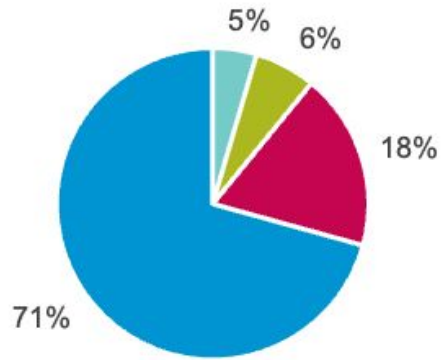
# Staff Satisfaction with Current Rules



Staff at buildings with more restrictive rules reported higher levels of satisfaction

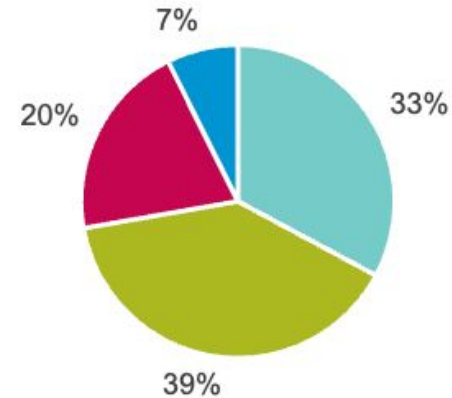
# Impact on Student Learning Perceptions

Staff Reported  
Distraction/Disruption



■ Not at all ■ A little ■ Somewhat ■ A lot

Student Reported  
Distraction/Disruption



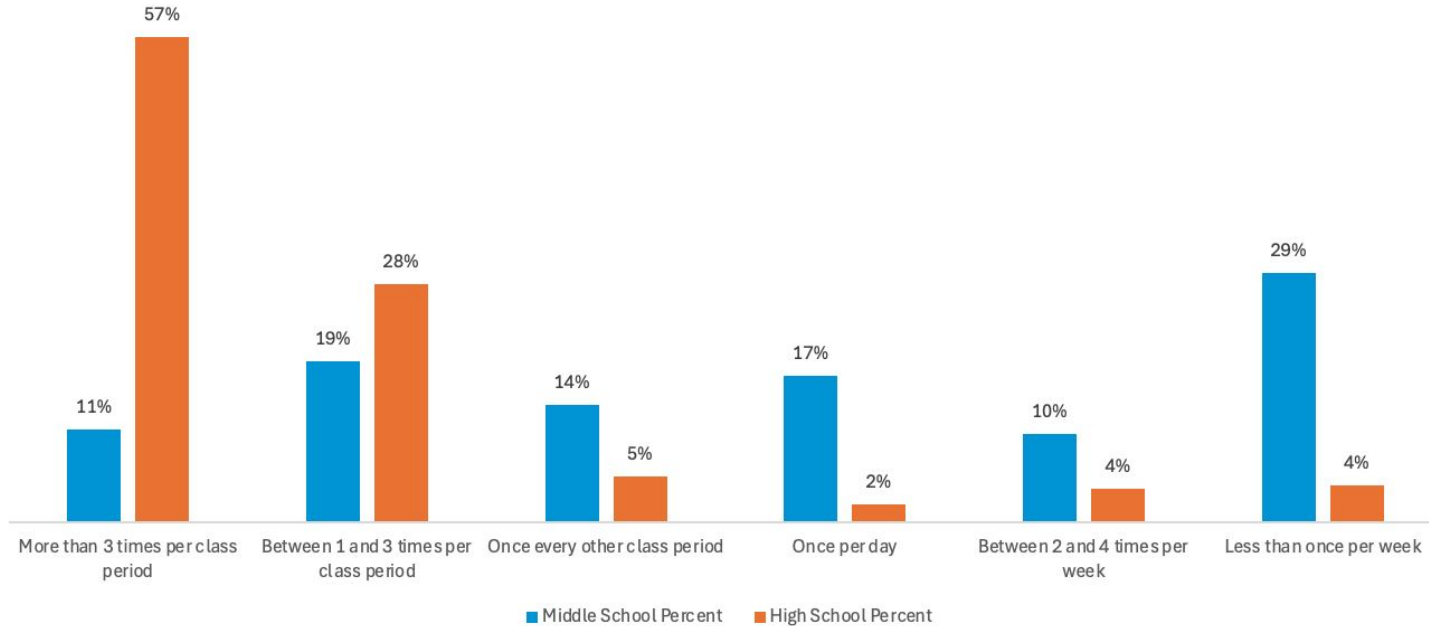
■ Not at all ■ A little ■ Somewhat ■ A lot

133

52% of Middle School students and 87% of high school students report using their phone during the school day

# Frequency of Addressing Cell Phone Violations

High School Versus Middle School Staff

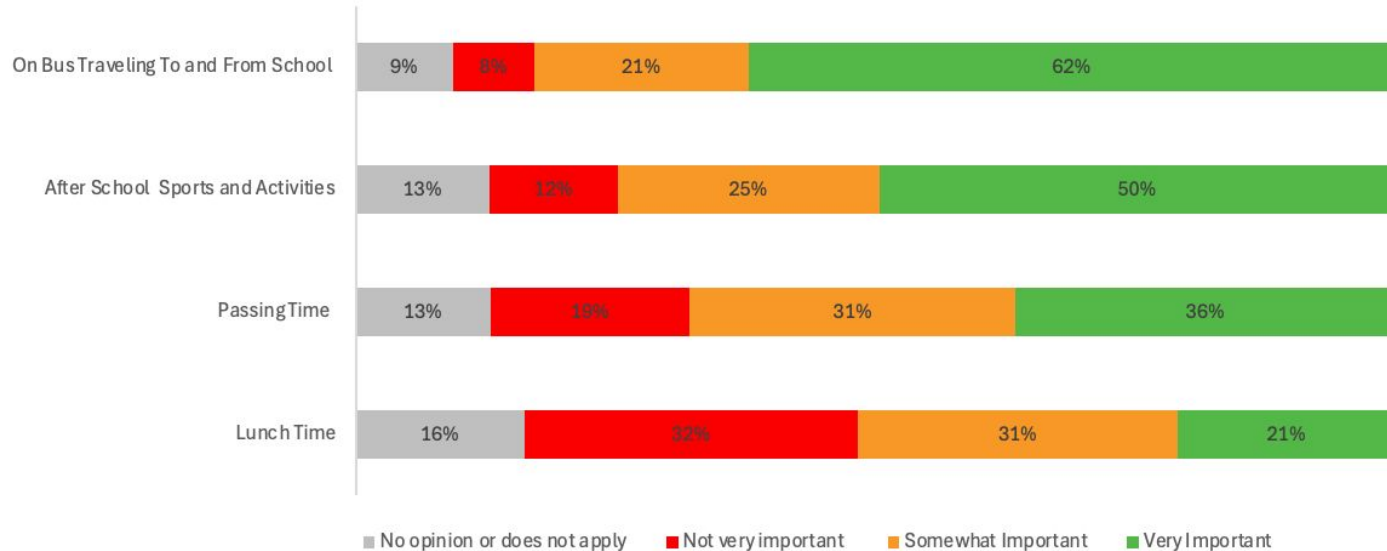


134

Notably, teachers at a middle school with less restrictive rules reported over double the rates of having to address cell phone use during class.

# When Middle School Students Want their Phones

Students' Feelings on Importance of Cell Phone Access by Setting

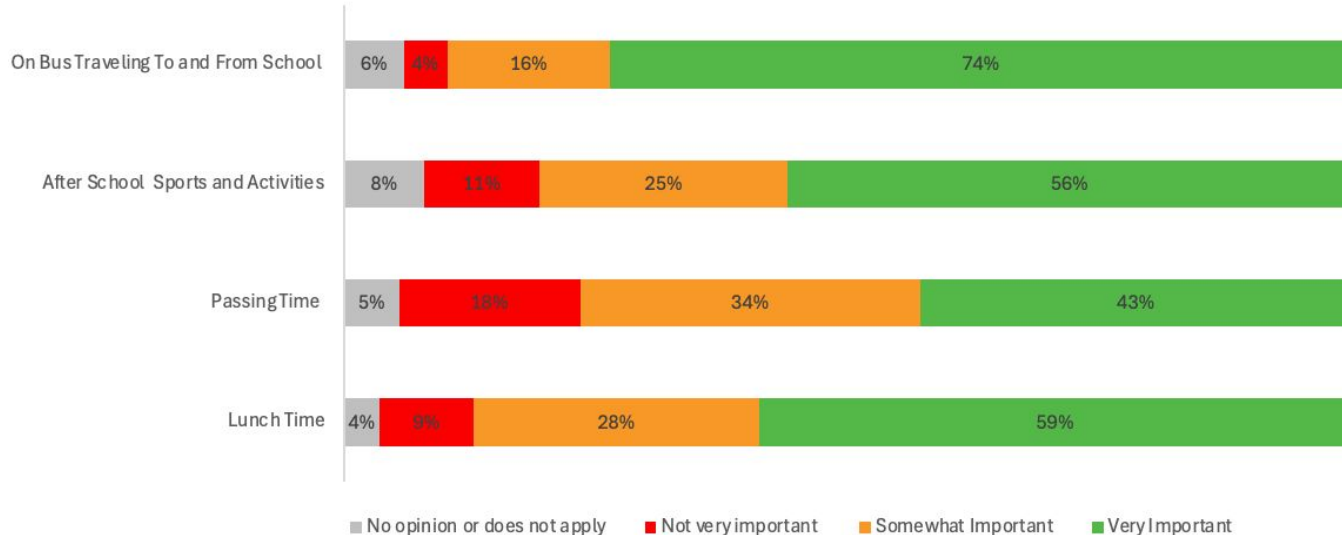


135

*"I just wish it wasn't so strict, like what could my phone possibly be distracting me from during lunch time? My Italian dunkers??" - Student*

# When High School Students Want their Phones

Students' Feelings on Importance of Cell Phone Access by Setting



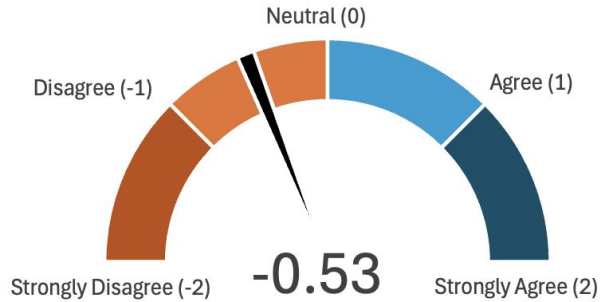
136

*“Students should be able to use their cell phones to research stuff off of the internet because SPSS blocks certain websites, and we need all the information we can get.” - Student*

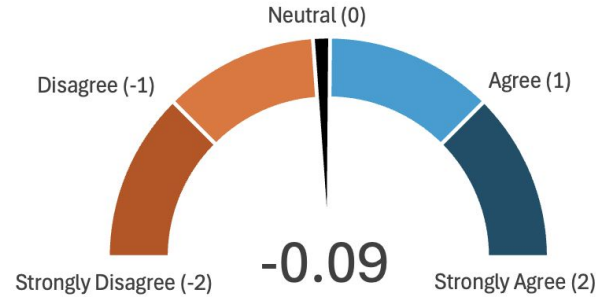


# Parent Views on Cell Phone Access

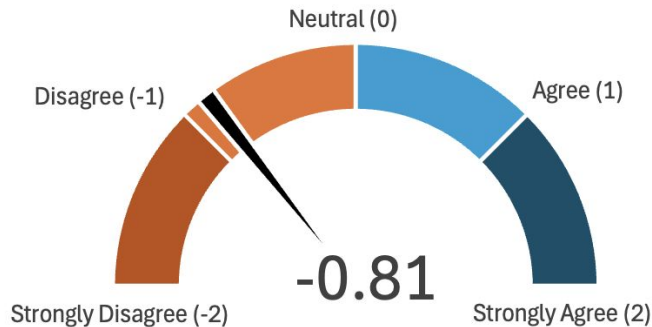
## Middle School Lunchtime



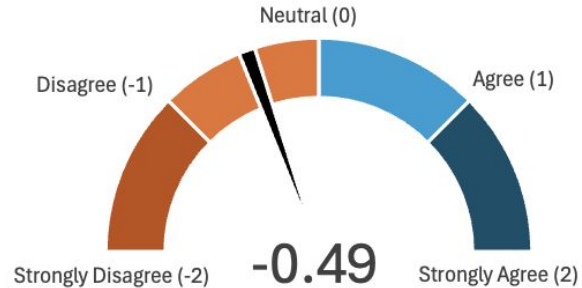
## High School Lunchtime



## Middle School Passing Time



## High School Passing Time



137

# Policy Preferences

- High School parents and staff preferred a policy that allows phones at lunch and passing time
- Middle school parents and staff preferred a policy that limits phones during school hours
- Elementary parents preferred a policy that limits phones during school hours as well as before and after school
- Staff should follow the spirit of the policy with reasonable exceptions

138

# Reflection

What are you noticing in the information presented so far?

139

# Parent Advisory Councils

- Met with all Parent Advisory Councils, including:
  - American Indian Parent Advisory Council
  - Gender and Sexual Diversity Parent Advisory Council
  - Hmong Parent Advisory Council
  - Karen Parent Advisory Council
  - Latino Consent Decree Parent Advisory Council
  - Parents of African American Students Advisory Council
  - Somali Parent Advisory Council
  - Special Education Advisory Council
- 102 attendees

140

# Communication Needs

- Parents want reliable ways to reach their students
- Many said they would contact the school, but had concerns about reliability
- One parent suggested emailing their student
- Top concerns:
  - Safety and emergencies
  - Communication about daily family logistics

*“Phones can be useful for communication between parents and students—texting for non-emergencies, like appointment reminders, is more efficient than calling the office.” - Parent*

141

# Parent Perception of Current Practices

- Often weren't aware what current practices are
- Would like consistent implementation
- Expressed the importance of families helping students learn responsibility with their devices
- Exceptions for specialized needs must be noted

*"Middle and high school students should be involved in creating and understanding the policy, teaching them responsibility." - Parent*

142

# Recommendations for District Policy

- Should be clear and consistent
- Should be equitably enforced
- Do not want to result in increased suspensions or exclusion
- Would like it tiered and accounting for unique programs
- Should be explicit about all devices
- Want to balance the needs of learning and instruction with parent concerns about safety and communication

*“I agree to not have cellphones in the classroom, but I think about emergency situations when they don't have access to the phone and something is happening in the school, how am I <sup>143</sup> going to hear from my kids?” - Parent*

# Student Senators Roundtable

- 42 Como Park Sr students
- During school day
- 1 hour 15 minute discussion
- Hosted by Senators Erin Murphy and Alice Mann



Senator Mann, Hayyat A., Senator Murphy

144



# Student Cell Phone Use During School

- Communication with family and friends
- Listening to music
- Scrolling social media
- Watching videos
- School work
  - Replacing or supplementing school-issued iPad

145

# How Cell Phones Impact Students

## Adds:

- Useful for academic tasks
- Mental breaks
- Quick tasks
- Listening to music

## Takes Away:

- Creates distractions
- Missing important information
- Creates disengagement

146

# Policy Recommendations

147

# Policy 550 Overview: Introduction

Community Feedback		How it Shows Up in the Policy
Rationale is included in the policy	⇒	<b>Includes purpose:</b> <ul style="list-style-type: none"><li>● Research</li><li>● Values</li></ul>
Policy expands definitions beyond cell phones to include a range of personal electronic devices	⇒	Definitions section includes all personal electronic devices as well as a definition of “use” <span style="float: right;">148</span>

# Policy 550 Overview: Primary Component

Community Feedback		How it Shows Up in the Policy
Allows for staff and student voice	⇒	<p>Not allowed during school hours</p> <ul style="list-style-type: none"> <li>● Schools with grades 9+ (e.g. 6-12, 9-12, 12+) can develop a documented plan with a team of school stakeholders to allow use before and after school, at passing time, and/or during lunch               <ul style="list-style-type: none"> <li>○ E.g. principal, staff, students, and/or parents</li> </ul> </li> </ul>
Empowers students		
Includes supporting students in learning responsible management of devices		

149

# What Will Students Experience?

- Most schools already have similar practices
- Policy lends itself to greater consistency across staff and schools
- Removes social pressure to be on devices
- Removes potential distractions
- Balances the responsibilities of high school students as young adults <sup>150</sup>

# Discussion

What are your thoughts on this adaptive approach to the main component of the policy?

151

# Policy 550 Overview: Primary Component

Community Feedback		How it Shows Up in the Policy
Accounts for unique programs	⇒	Special education transition programs allows cell phone use to support independent travel and employer communication

152



# Policy 550 Overview: Additional Elements

Community Feedback		How it Shows Up in the Policy
Need alternative ways for parents to reach students	⇒	Students and families will have an alternative method of leaving messages, defined by the school.
Consequences should be tiered, non-exclusionary, and consistently applied	⇒	Consequences for violations of this policy: <ol style="list-style-type: none"> <li>1. Cannot be exclusionary.</li> <li>2. Should be tiered.</li> <li>3. Should be consistently applied.</li> </ol>
Needs to account for emergency situations	⇒	During emergency situations, use of personal electronic devices must follow the School Emergency Operations Plan.

# Policy 550 Overview: Additional Elements

Community Feedback		How it Shows Up in the Policy
Families have a responsibility as well	⇒	Asked to limit calling/texting students to minimize disruptions
School staff should follow the spirit of the policy	⇒	School staff should follow the intent of the policy
Communication to stakeholders about the policy is needed	⇒	Notification of policy built into Rights and Responsibilities and schools communicate annually
Needs to allow exceptions based on individual needs	⇒	Medical, IEP, volunteer firefighter, and emergency medical services exceptions

154

# Policy 550 Overview: Additional Elements

- Not responsible for theft or loss
- Cannot engage in prohibited conduct; devices may be searched if relevant

155

# Next Steps

- Make adjustments if needed based on Board feedback
- Student and staff focus groups in January to understand how the policy looks like in practice
- Second reading at January 21 Board of Education meeting
- Third reading at February 18 Board of Education meeting
- Add to Rights and Responsibilities Handbook
- Schools adapt practices as needed
- Implementation September 2025

156

# Policy 550: Cell Phones and Personal Devices

- See entire proposed policy [here](#).

157

# Questions?

158

## 550.00 CELLULAR PHONES AND PERSONAL ELECTRONIC DEVICES

### I. PURPOSE AND VALUES

- A. The purpose of this policy is to minimize the impact of cell phones and personal electronic devices on academic performance, mental health, learning environments, and effective teaching.
  - 1. **ACADEMIC PERFORMANCE:** research shows that students who use cell phones in the classroom regularly correlates with lower academic performance. Completing tasks while using cell phones is also associated with lower retention of information.
  - 2. **MENTAL HEALTH:** High cell phone use is linked to increased anxiety, stress, social isolation, and depression.
  - 3. **LEARNING ENVIRONMENTS:** Cell phones in classrooms make it challenging for teachers to maintain a focus on student learning, including increased cheating and reduced classroom participation.
  - 4. **EFFECTIVE TEACHING:** Teachers report more effective instruction and a feeling of empowerment when district policies and procedures limit cell phone use.
  - 5. Reference: MESPA and MASSP (July 2024). [The Cell Phone Toolkit](#).
- B. This policy is grounded in the following values community members have expressed:
  - 1. Clarity, consistency, and enforceability are important.
  - 2. Student safety is paramount.
  - 3. Two-way communication with the school and a way to reach their student(s) must be clearly available to parents/guardians.
  - 4. Students should not be excluded from learning as a result of personal electronic device use.
  - 5. Students should be empowered to learn to responsibly manage personal electronic devices.

### II. DEFINITIONS

- A. Personal electronic devices include, but are not limited to, cellular telephones, tablets, laptops, headphones, earbuds, pagers, walkie-talkies, electronic mail devices, MP3 players, smart watch features beyond time/date, and personal gaming systems.
- B. Use of personal electronic devices is defined as, but not limited to, texting, calling, browsing the internet, using social media, taking photos or videos, or using apps.

### III. GENERAL STATEMENT OF POLICY

- A. Personal electronic devices are not allowed during school hours. They should remain at home or locked in lockers. If students choose to carry their personal electronic devices, they must be completely turned off and out of sight.
  - 1. Schools with grades 9 and above (e.g. 6-12, 9-12, 12+) can develop a documented plan with a team of school stakeholders (e.g. principal, staff, students, and/or parents) to allow personal electronic device use before and after school, between class periods, and/or during lunch. Personal electronic devices are not allowed during class periods, in bathrooms, and in locker rooms.
- B. In schools providing special education transition services, students can use cellular phones to support independent travel and communication with employers, school staff, and families during instructional times per their IEP and school and workplace personal electronic device guidelines.

- C. Saint Paul Public Schools assumes no responsibility for theft, loss, or damage of a personal electronic device brought to school and will not assume responsibility for investigating loss or theft of such items.
- D. Students who misuse personal electronic devices will be held to the expectations of the behavior violations and level responsibilities outlined in the Student Rights and Responsibilities Handbook, including the possibility of losing the privilege of bringing a cell phone or other personal electronic device to school. Consequences for violations of this policy:
  - 1. Cannot be exclusionary.
  - 2. Should be tiered.
  - 3. Should be consistently applied.
- E. Students are prohibited from using a cell phone or other personal electronic device to engage in conduct prohibited by school district policies including, but not limited to, cheating, bullying, harassment, and malicious and sadistic content. If the district has a reasonable suspicion that a student has violated a district policy, rule, or law by use of a cell phone or other electronic communication device, the district may search the device. The search of the device will be reasonably related in scope to the circumstances justifying the search.
- F. Parents/guardians are asked to limit calling/texting their children during the school day as that can be disruptive. Students and families should review their individual school's cell phone and personal device expectations and communications processes.
- G. School staff are expected to adhere to the intent and underlying principles of personal electronic device expectations, with reasonable exceptions to address their personal needs and responsibilities.
- H. Exceptions:
  - 1. Students who must use a personal electronic device to monitor a medical condition may have their personal electronic device with them at all times, but must adhere to all other expectations of this policy. School-issued devices may be used for management of medical conditions, when possible. These accommodations require prior approval and will be written into the student's health plan, if applicable.
  - 2. Students who must use a personal electronic device as indicated on their Individualized Education Program (IEP) may have their personal electronic device with them at all times identified on their IEP, but must adhere to all other expectations of this policy. School-issued devices must be used for IEPs whenever possible. These accommodations must be written in the student's IEP and communicated to school administration.
  - 3. Students acting in the capacity of a volunteer firefighter or Emergency Medical Service (EMS) worker may have their personal electronic device with them at all times, but must adhere to all other expectations of this policy.
  - 4. During emergency situations, use of personal electronic devices must follow the School Emergency Operations Plan.

#### IV. NOTICE OF POLICY

- A. Notice of this policy and penalties for violating it shall be published annually in the District's Rights and Responsibilities Handbook.
- B. Schools must communicate their practices, including methods of communicating between students and families, annually to staff, students, and families.

#### V. IMPLEMENTATION TIMELINE

- A. Implementation of this policy begins September 2, 2025.

#### LEGAL REFERENCES:

Minn. Stat. § 121A.73 School Cell Phone Policy

#### CROSS REFERENCES TO DISTRICT POLICIES:



506.06 Search of Student Lockers, Desks, Personal Possessions, and Student's Person  
520.00 Technology Usage & Safety  
812.00 School Emergency Management