



South St. Paul School Board - Committee-of-the-Whole
Monday, November 9, 2020 6:00 PM
Location: CITY HALL
125 THIRD AVENUE NORTH
South St Paul, Minnesota 55075

Agenda

I.	6:00 - 6:05 PM HUMAN RESOURCES (C. Miller)	
A.	Staffing	2
II.	6:05 - 6:15 PM ENROLLMENT (A. Bushberger)	
A.	Enrollment Update	6
III.	6:15 - 7:00 PM SCHOOL BOARD (D. Webb)	
A.	School Learning Model Update	11
B.	School Board Meeting Transition Plan	12
C.	2-Year School Board Agenda	16
D.	Other Items Deemed Necessary by the School Board	



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: November 9, 2020

Place on Agenda: Regular Agenda/Consent Items

Action Requested: Approval

Attachment: Staffing

Topic: Staffing
Presenter(s): Human Resource Director Cathy Miller
Background: Human Resource Director Cathy Miller will review the staffing that is recommended for approval at the November 9, 2020, school board meeting.
Recommendation: Administration recommends approval of the proposed staffing.
Alternatives: Amend the motion to remove a certain appointment, resignation, transfer, retirement, abolishment, or leave. Provide administration with directions for next steps.

Certified

A. Appointments/Reassignments

1. Andrew Doran – Math instructional overload, High School and Middle School, Secondary Building, effective October 29, 2020, through December 4, 2020.
2. Tyne Grefe – Math instructional overload, Middle School, Secondary Building, effective October 29, 2020, through December 4, 2020.
3. Gabriel Thompson - Math instructional overload, Middle School, Secondary Building, effective October 29, 2020, through December 4, 2020.

2020-21 Teacher Mentor (\$754 Stipend)

Lindsey Alejandrino
 Jesse Arvidson
 Jana Beck (50%)
 Patty Cooper (50%)
 Ashley Becker
 Jo Lynn Bucki
 Desirae Demmings
 Carly Gates
 Tyne Grefe
 Shiloh Johnson
 Charles Korenchen
 Jeff Lagoo
 Kelsey Macqueen
 Melissa Miller
 Lindsey McNown
 Courtney Nygaard
 Ben Peake
 Heather Verduzco
 Alyson Winter

2020-21 ECA

BASKETBALL – BOYS

Varsity Asst/Sophomore Coach	Eppinger, Robert*	\$4,532
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BASKETBALL – GIRLS

Additional Coach	Barnes, Elise*	\$1,500 (Booster Club)
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STUDENT COUNCIL

Advisor – Jr. High (50%)	Eckmann, Kevin	\$1,337
Advisor – Jr. High (50%)	Meyer, Mark	\$1,337
Advisor – Lincoln (50%)	Becker, Ashley	\$354.50

ACADEMICS/OTHER

WEB Advisor	Korenchen, Charles	\$1,317
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THEATRE

Technical Director – Winter	McTier, Brian	\$1,206
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* indicates a non-district employee

** indicates a returning non-district employee

B. Resignations/Retirements/Leaves/Reductions/Other

1. Jenna Kvalheim – Rescind ECA appointment as Student Council Advisor (50%), Lincoln Center, effective November 9, 2020.
2. Katherine Leary – Leave of absence from her positions as 1.0 FTE Math Teacher-High School, and WEB Advisor, Secondary Building, effective October 29, 2020, through June 14, 2021. (revised effective date; previously November 5, 2020)

Classified

A. Appointments/Reassignments

1. Danette Childs – Communications Coordinator, District Office, 40 hours per week, effective November 18, 2020.
2. Franklin Nelson – Maintenance Helper (Step 6), Service Building, \$27.33 per hour, 40 hours per week, effective November 16, 2020.

Wellness Project Champion (Effective November, 2020 – May, 2021; \$500 Stipend; up to 30 hours)

Jennifer Friedges

Beth Johnson

Shawnee Krueger

Tammy Lenarz

Erica Pawletzki

Erin Roeske

Jennifer Sexauer

Travis Truhler

Heather Verduzco

B. Resignations/Retirements/Leaves/Reductions/Other

1. Nadine Kuntz – Leave of absence from her position as Early Learning Assistant, Kaposia Education Center, effective January 4, 2021, through June 10, 2021.
2. Gary Morrissette – Leave of absence from his position as Maintenance Specialist, Secondary Building, effective October 23, 2020, through November 6, 2020.
3. Lesley Ramos – Termination from her position as Part-Time Custodial Cleaner, Lincoln Center, effective November 2, 2020.
4. Susannah Spring – Resignation from her position as Part-Time Custodial Cleaner, Secondary Building, effective October 30, 2020.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, November 9, 2020

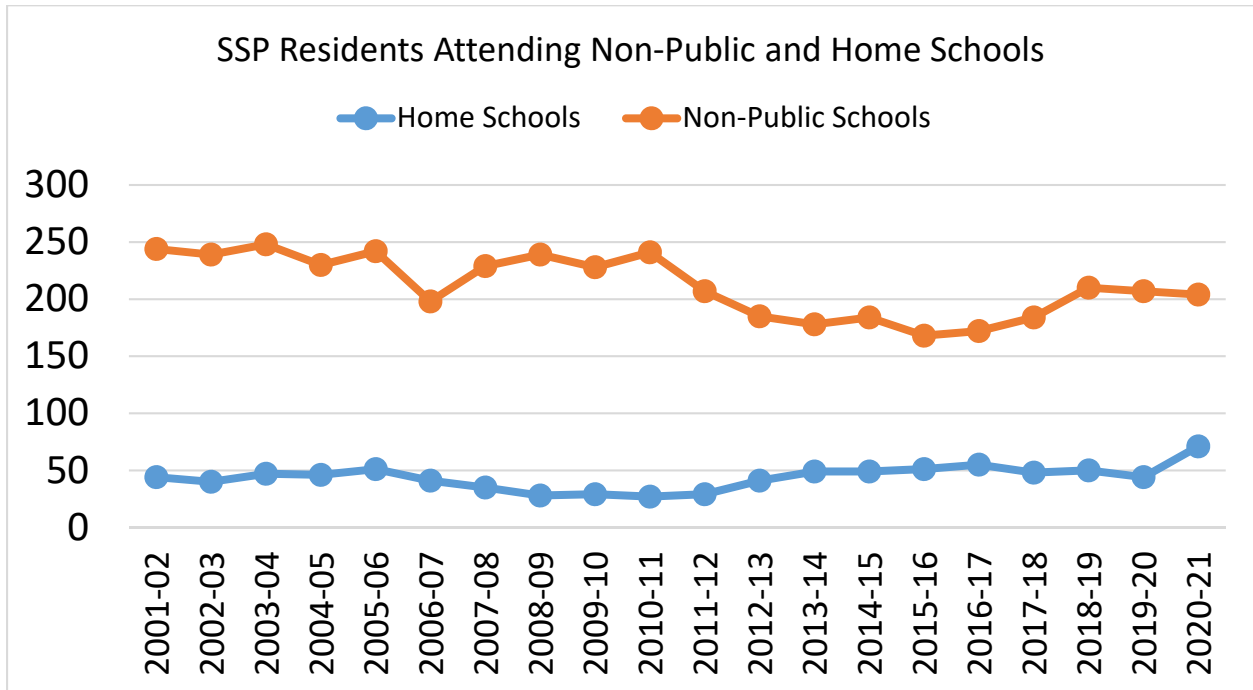
Place on Agenda: Committee of the Whole

Action Requested: None, review only

Attachment: Oct 1 Enrollment
Non-Public and Home Schools Enrollment

Topic: Enrollment Update
Presenter(s): Aaron Bushberger, Finance Director
<p>An October 1 enrollment update was presented to the Board at the October 12 COW meeting. As a reminder, October 1 is an important date for enrollment reporting that often is used for payment estimates from the State of Minnesota and funding calculations for future years.</p> <p>District administration continues to analyze the district’s enrollment data. There are a three updates to share, and each will be reviewed in more detail at the meeting:</p> <ol style="list-style-type: none"> 1. Analysis of home school enrollment. This enrollment is for all SSP resident students. There was an increase of 27 home school students from last year at this time. However, the increase isn’t only a result of students from SSP schools switching to home schools – a large portion of the increase is due to families switching from charter schools and other districts to home schools. 2. Analysis of non-public school enrollment. There was a slight decrease (three students) from last year in the amount of SSP resident students attending non-public schools. 3. Kindergarten enrollment / AMSD survey. 37 of 42 AMSD districts (including SSP) experienced a smaller than projected kindergarten enrollment in 2020-21. These 37 districts, on average, experienced an enrollment that was about 10% lower than projected. This is in line with SSP’s number of -8.3%.
Recommendation: N/A
Alternatives: N/A

**South St Paul Public Schools
Non-Public and Home School Enrollment**



Home School Data

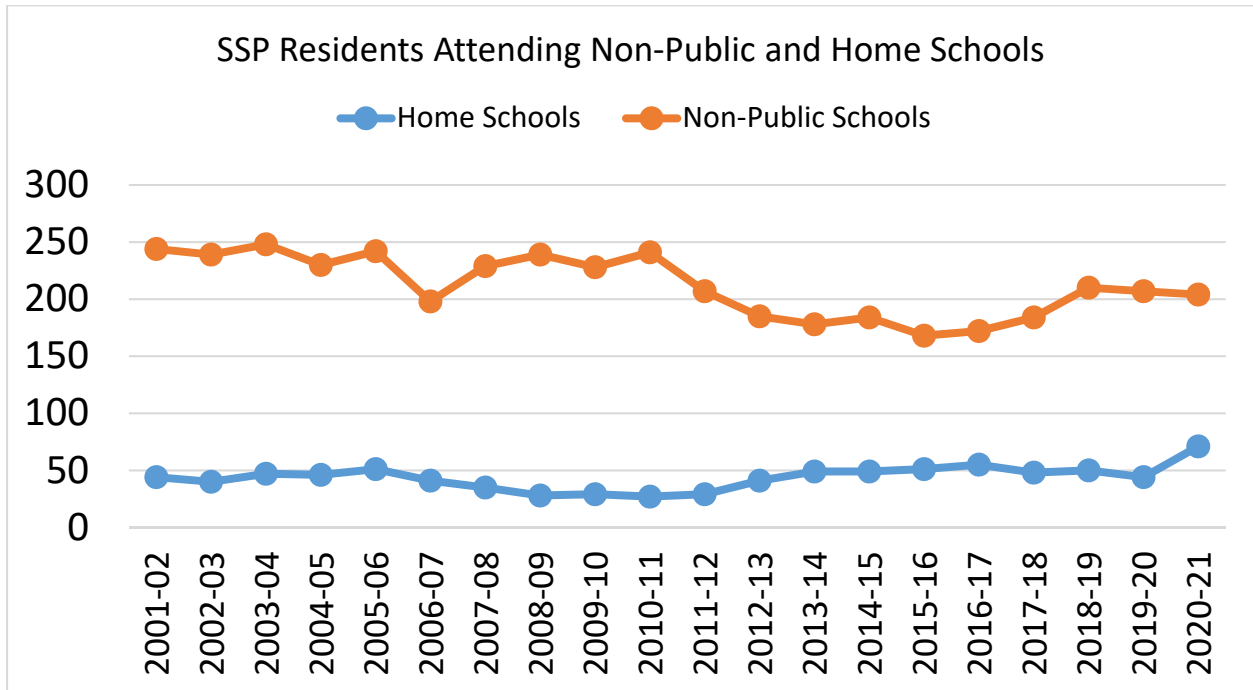
- Compulsory Age Reporting – families need to report starting at age 7 – district does not have complete information for students under age 7
- The data is for South St Paul residents

Oct 1, 2019 Home School Count	44
Withdrawn from Home School	-11
Enrolled in Home School	+38
Oct 1, 2020 Home School Count	71

Enrolled in Charter School:	-2
Enrolled in Non-Public:	-3
Moved out of SSP:	-6

Came from Charter / Other District:	14
Came from Kaposia/Lincoln:	12
Moved into SSP:	6
Came from Non-Public:	3
Begin Reporting:	3

**South St Paul Public Schools
Non-Public and Home School Enrollment**



Non-Public School Data

SCHOOL	2018-19	2019-20	2020-21
Holy Trinity	37	36	36
St. Agnes	33	30	36
St. Croix Lutheran	24	26	23
St. Josephs	20	16	17
Crown of Life	17	16	13
Cretin-Derham Hall	14	17	16
All Others	65	66	63
TOTAL	210	207	204



Association of Metropolitan School Districts

2020-21 Enrollment Survey

District	Enrollment Total Enrollment Decline from FY21 Budget Projection, # and %	Kindergarten Enrollment Kindergarten Enrollment Decline from FY 21 Budget Projection, # and %
Anoka-Hennepin Schools	-1,389 or -3.7%	-215 or -8.3%
Bloomington Public Schools	-270 or -2.7%	-131 or -17.9%
Brooklyn Center Community Schools	-80 or -3%	-25 or -20%
Burnsville-Eagan-Savage	-150 or -1.9%	-38 or -5.8%
Columbia Heights Public Schools	-30 or -1.0%	-23 or -11%
Eastern Carver County Schools	-328 or -3.5%	-72 or -10.3%
Eden Prairie Schools	-87 or -1.0%	0
Edina Public Schools	-151 or -1.8%	0
Elk River	-400 or -2.9%	-88 or -8%
Farmington Area Public Schools	-187 or -2.6%	0
Fridley Public Schools	0	-9 or -4.5%
Hastings Public Schools	-63 or -1.48%	-8 or -2.915%
Hopkins Public Schools	-113 or -2%	-5
Inver Grove Heights Schools	-87 or -2.5%	-46 or -18.4%
Lakeville Area Schools	-303 or -3%	-33 or -4%
Mahtomedi Public Schools	-38 or -1.2%	-4 or -2%
Minneapolis Public Schools	-921 or -2.8%	-469 or -16%
Minnnetonka Public Schools	0	0
Mounds View Public Schools	-232 or -2%	-19 or -2%
North St. Paul-Maplewood-Oakdale	-300 or -3%	-50 or -6.8%
Orono Schools	-116 or -4%	-11 or -5.6%
Osseo Area Schools	-675 or -3.2%	-217 or -13.5%
Prior Lake-Savage Area Schools	-235 or -2.6%	-41 or -6.8%
Richfield Public Schools	0	0
Robbinsdale Area Schools	-244 or -2.1%	-112 or -13.2%
Rochester Public Schools	-811 or -4.4%	-58 or -4.4%
Rockford Area Schools	-97	-20
Rosemount-Apple Valley-Eagan	-685 or -2.3%	-219 or -12%
Roseville Area Schools	-160 or -2%	-30 or -5%
Shakopee Public Schools	-93 or -1.13%	-72 or -13%



Association of Metropolitan School Districts

2020-21 Enrollment Survey

District	Enrollment	Kindergarten Enrollment
	Total Enrollment Decline from FY21 Budget Projection, # and %	Kindergarten Enrollment Decline from FY 21 Budget Projection, # and %
South St. Paul Public Schools	-70 or -2.2%	-19 or -8.3%
South Washington County Schools	-398 or -2.10%	-130 or -9.55%
Spring Lake Park Schools	-97 or -1.6%	-13 or -2.7%
St. Anthony-New Brighton	-66 or -4%	-14 or -13%
St. Cloud Area School District 742	-249 or -2.6%	-39 or -5.2%
St. Louis Park Public Schools	-141 or -3%	-62 or -16%
Saint Paul Public Schools	-585 or -1.7%	-198 or -6.9%
Stillwater Area Public Schools	-240 or -2.86%	-56 or -9.8%
Wayzata Public Schools	-574 or -4.8%	-210 or -21%
West St. Paul-Mendota Heights-Eagan	-177 or -3.5%	-50 or -12.8%
Westonka Public Schools	-39 or -2%	-24 or -13%
White Bear Lake Area Schools	-320 or -4%	-50 or -7%



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: November 9, 2020

Place on Agenda: Committee-of-the-Whole

Action Requested: None

Attachment: None

Topic: School Learning Model Update

Presenter(s): Superintendent Dave Webb

Background:

The Minnesota Department of Education and the Minnesota Department of Health have worked in partnership with school districts across the state this fall to set a base learning model to start the school year. Currently, South St. Paul Public Schools is in the Hybrid for All Students Learning Model, based on our data at the county, city and school district level. The chart below highlights the five levels in the guidance from the Minnesota Department of Education.

School Learning Models/County Case Rate Ranges	
In-person learning for all students	0 to less than 10
Elementary in-person, Middle/High School hybrid	10 to less than 20
Both Elementary and Middle/High School hybrid	20 to less than 20
Elementary hybrid, Middle/High School distance learning	30 to less than 50
Elementary and Middle/High School distance learning	50 or more

Over the past several weeks our County and City data has been increasing. Our district has recently met with our Regional Support Team and Dakota County Public Health to discuss our School Learning Model planning. On Monday evening, Superintendent Webb will provide an update for board members on the increasing COVID data, and share next steps in our decision-making process.

Recommendation:

Alternatives:



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: November 9, 2020
Place on Agenda: Committee-of-the-Whole
Action Requested: None. Discussion Only
Attachment: School Board Meeting Transition Plan

Topic: School Board Meeting Transition Plan
Presenter(s): Superintendent Dave Webb
Background: As we have done in previous weeks, we will review our most recent county data and other key points in determining our meeting structure for our upcoming School Board meeting. As a reminder, <ul style="list-style-type: none">• There are five phases to our School Board meeting structure<ul style="list-style-type: none">○ Phase I – Full Virtual○ Phase II – Mostly Virtual○ Phase III – Hybrid (current phase)○ Phase IV – Mostly In-Person○ Phase V – Full In-Person
Recommendation: Review county case rate data and make a determination together on Monday evening.
Alternatives: N/A

BACKGROUND

A School Board Meeting Transition Plan was developed to allow our School Board and district leaders to adapt and adjust the School Board meeting structure to ensure the safety and well-being of all meeting participants and attendees. As the pandemic continues to change and evolve, we will continue to review and modify meeting logistics as needed.

There are five phases to the transition process:

- Phase I – Full Virtual
- Phase II – Mostly Virtual
- Phase III – Hybrid
- Phase IV – Mostly In-Person
- Phase V – Full In-Person

Difference between phases:

- Phase I to II
 - Allow School Board, superintendent and admin asst. to attend in-person
- Phase II to III
 - Allow for public attendance at committee-of-the-whole and regular business meeting. Max of 12 audience members.
- Phase III to IV
 - Allow for in-person attendance for the Public Listening Session
- Phase IV to V
 - Full open with no accommodations or limitations

TRANSITION PLAN

Phase I – Full Virtual

- School Board members and leadership team attend virtually
- **Committee-of-the-Whole and Regular Business meetings** are combined for a 5:00 PM start
 - Meeting is televised live through Town Square TV on the Educational Access Channel 20 with playbacks of meetings broadcast every Wednesday at 1:00 PM and 7:00 PM.
 - A recorded version of the meeting will be placed on the District's [website](#)
- **Public Listening Session**
 - No in-person attendance; form submission only
 - School Board members notified of submissions prior to each School Board meeting
 - Submission acknowledged by Board Chair and/or Superintendent on-air during meeting
 - Board Chair and/or Superintendent follow-up with individual(s) who submitted a Public Listening Session form

Phase II – Mostly Virtual

- **Logistics**
 - School Board members, Superintendent and admin assistant attend in-person
 - Leadership team members attend virtually if they have an item on the agenda
 - Presentations flipped when possible
 - School Board members and staff in attendance must complete [Daily Health Assessment](#) prior to attending in-person
 - Any School Board member feeling ill or uncomfortable with attending in-person can attend virtually.
 - Face coverings required for everyone on site. May lower or remove mask when speaking.
 - The council chambers has plexiglass partitions between each School Board member
 - School Board member/staff [seating chart](#)

- **Committee-of-the-Whole meeting** begins at 6:00 PM at City Hall
 - No staff/public attendance allowed

- **Regular Business meeting** begins at 7:15 PM at City Hall
 - No staff/public attendance allowed
 - Meeting televised live through Town Square TV on the Educational Access Channel 20 with playbacks of meetings broadcast every Wednesday at 1:00 PM and 7:00 PM.
 - Meeting [livestreamed](#)
 - A recorded version of the meeting will be placed on the District's [website](#)

- **Public Listening Session**
 - Same as Phase I

Phase III – Hybrid

- **Logistics**
 - Same as Phase II

- **Committee-of-the-Whole meeting** begins at 6:00 PM at City Hall
 - Staff/Public attendance allowed – Limited to 12 audience members
 - Sign-up process for attendance - [Guidelines and sign-up](#)
 - Audience seats spaced per health guidelines

- **Regular Business meeting** begins at 7:15 PM at City Hall
 - Staff/Public attendance allowed – Limited to 12 audience members
 - Sign-up process for attendance – [Guidelines and sign-up](#)
 - Meeting is televised live through Town Square TV on the Educational Access Channel 20 with playbacks of meetings broadcast every Wednesday at 1:00 PM and 7:00 PM.
 - Meeting [livestreamed](#)
 - A recorded version of the meeting will be placed on the District's [website](#)

- **Public Listening Session**
 - Same as Phase I and II

Phase IV – Mostly In-Person

- **Logistics**
 - Same as Phase II and III
- **Committee-of-the-Whole meeting** begins at 6:00 PM at City Hall
 - Same as Phase III
- **Regular Business meeting** begins at 7:15 PM at City Hall
 - Same as Phase III
- **Public Listening Session**
 - Allow for in-person public listening sessions.
 - Form submission also available and will follow same process as Phase I-III

Phase V – Full In-Person

- Full in-person with no accommodations or limitations
- **Committee-of-the-Whole meeting** begins at 6:00 PM at City Hall
 - Staff/Public attendance allowed
- **Regular Business meeting** begins at 7:15 PM at City Hall
 - Meeting televised live through Town Square TV on the Educational Access Channel 20 with playbacks of meetings broadcast every Wednesday at 1:00 PM and 7:00 PM.
 - Meeting [livestreamed](#)
 - A recorded version of the meeting will be placed on the District's [website](#)
- **Public Listening Session**
 - Allow for in-person public listening sessions.
 - Form submission also available and will follow same process as Phase I-IV



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: November 9, 2020

Place on Agenda: Committee-of-the-whole

Action Requested: None

Attachment: 2-Year School Board Agenda

Topic: 2-Year School Board Agenda
Presenter(s): Superintendent Dave Webb
Background: On Monday evening, the School Board will review and update their 2-year board agenda for 2020-21. The School Board 2-year agenda highlights the key focus areas of the work of the school board and helps to increase communication and transparency with the community on our vision and direction.
Recommendation: None.
Alternatives: N/A



South St Paul Public Schools
2-Year School Board Agenda

Mission: Ignite a passion in every learner to inquire, continuously improve and engage in positively changing our world.

Vision: By 2020, we will

- **Prepare** each and every student for their next step
- **Provide** high quality, individualized programs, services and personalized learning for all ages and stages of a learner’s life
- **Build** capacity in our learners to exemplify the IB Learner Profile
- **Partner** with our families and community to develop shared ownership of student outcomes and family learning needs
- **Ensure** students and families have reliable and regular access to technology for accelerated learning

Key Drivers:

- International Baccalaureate (IB)
- Multi-Tiered Systems of Support: Social-Emotional Learning

Key Board Roles	2020 – 21 SY
Board Self-Governance	<ul style="list-style-type: none"> ● Review/Set Board 2-Year Agenda (June/ongoing) ● Review, School Board Handbook (June/July) ● Recruit candidates for BoE election ● Training with Dennis Cheesebrow for Development of Board Best Practices in Governance (Quarterly) - September ● School Board Reorganization (December/January) ● Board/officer transition planning (January) ● Conduct, BoE evaluation (January) ● Review/Discuss “More and Less of” from Dennis Cheesebrow training (September) (ongoing) <ul style="list-style-type: none"> ○ More of Partnerships: discussion, authenticity, naming/solution, communication ○ Less of Isolation: Low level communication, disorder, negativity, mistrust
District Policy	<ul style="list-style-type: none"> ● Review/approve the policies required to be reviewed annually ● Review/approve District Policies once every five years or as needed
Superintendent Relations	<ul style="list-style-type: none"> ● Set Superintendent goals (September) ● Mid-year check-in on Superintendent goals (January/February) ● Conduct/Report, Superintendent evaluation (June) ● Short and Long-Term Succession planning (ongoing)
Public Engagement	<ul style="list-style-type: none"> ● Create/Maintain a sustainable public engagement committee ● Establish a calendar of events for the public engagement committee ● Conduct State of the District with Staff, Parents, and Public ● Inform SSPPS community about equalization and advocate at legislature for fair funding ● Expand Partnerships with City, Community and Businesses

Excellence in Management	<ul style="list-style-type: none"> ● Finance ● Human Resources ● Learning
2021-22 and beyond planning	<p><u>Public Engagement</u></p> <ul style="list-style-type: none"> ● Possible Levy pending equalization tax levy <ul style="list-style-type: none"> Public Engagement Organize neighborhood information sessions Manage Election Data

Acronyms

ADSIS - Alternative Delivery of Specialized Instruction Services

ATPPS - Alternative Teacher Professional Pay System

BoE - Board of Education

B-8 - Birth to Age 8

CCR - Career and College Readiness

CSCC - Central Square Community Center

LTD - Long-Term Disability

MCA - Minnesota Common Assessment

MSBA - Minnesota School Boards Association

OPEB - Other Post-Employment Benefits

SSPPS - South St. Paul Public Schools

TDE - Teacher Development Evaluation

WBWF - World's Best Workforce