



South St. Paul School Board - Committee-of-the-Whole

Monday, April 26, 2021 5:00 PM

Location: CITY HALL

125 THIRD AVENUE NORTH

South St Paul, Minnesota 55075

Agenda

I.	5:00 - 5:10 PM HUMAN RESOURCES (C. Miller)	
	A. Resolution Proposing to Place Individuals with Continuing Contract Rights on Unrequested Leave of Absence.	2
	B. Resolution Relating to the Non-Renewal of Probationary Teachers	5
	C. Student Teacher Agreement	7
II.	5:10 - 5:35 PM FINANCE (A. Bushberger)	
	A. 2020-21 Budget Revisions	11
	B. Future Budget Planning	28
III.	5:35 - 5:45 PM FACILITIES (D. Webb)	
	A. Central Square Update	36
IV.	5:45 - 5:50 PM SCHOOL BOARD	
	A. Other Items Deemed Necessary by the School Board	



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, April 26, 2021

Place on Agenda: COW and Regular Agenda

Action Requested: Approval

Attachment: **Proposal to Place Individuals with Continuing Contract Rights on Unrequested Leave of Absence**

Topic: Proposal to Place Individuals with Continuing Contract Rights on Unrequested Leave of Absence (ULA)

Presenter(s): Cathy Miller, Human Resource Director

Background:

On January 25, 2021, the resolution directing administration to make recommendations for reductions in programs and positions was approved by the School Board. On April 12, 2021, the School Board approved budget adjustments for the 2021-22 school year.

On April 12, 2021, the School Board approved the 2021-22 Resolution Discontinuing and Reducing Positions, which included the elimination of the 10-month Assistant Principal position, which was approved in the budget adjustments.

The attached resolution proposes to place two continuing contract assistant principals on Unrequested Leave of Absence (ULA). The two individuals proposed to be placed on ULA may request a hearing before the School Board, provided the request is submitted in writing within fourteen days of notice.

Recommendation:

Administration recommends approval of the resolution.

Alternatives:

Do not approve the resolution and direct administration with next steps.

**Special School District No. 6
(South St. Paul Public Schools)
State of Minnesota**

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION PROPOSING TO PLACE INDIVIDUALS WITH CONTINUING
CONTRACT RIGHTS ON UNREQUESTED LEAVE OF ABSENCE**

BE IT RESOLVED by the School Board of Special School District No. 6, South St. Paul, as follows:

1. That it is proposed that the following individuals, who are teachers of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2020-2021 school year on June 30, 2021, pursuant to Minnesota Statutes Section 122A.40, subdivision 10, and the collective bargaining agreement between the District and South St. Paul Principals' Association:

Nicholas Fox
Angela Ryter

2. That written notice be sent to said teachers regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT
ON UNREQUESTED LEAVE OF ABSENCE**

Dear _____:

You are hereby notified that at the meeting of the School Board of Special School District No. 6 held on April 26, 2021, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Special School District No. 6, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 2020-2021 school year on June 30, 2021, pursuant to Minnesota Statutes, Section 122A.40, subdivision 10, upon the grounds described in said statute and which are specifically as follows:

Discontinuance of Position, Financial Limitations

Under the provisions of the law, more specifically Minnesota Statutes Section 122A.40, subdivision 7, you are entitled to a hearing before the School Board provided that you make a request in writing within fourteen (14) days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the School Board's proposed action.

Yours very truly,

SCHOOL BOARD OF
SPECIAL SCHOOL DISTRICT NO. 6

Clerk of the School Board

3. That said proposed placement on unrequested leave of absence is not the result of the implementation of an education district agreement.
4. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in Minnesota Statutes Section 122A.40, subdivision 10, and are hereby adopted as fully as though separately set forth and resolved herein.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, April 26, 2021

Place on Agenda: COW and Regular Agenda

Action Requested: Approval

Attachment: **Non-Renewal of Probationary Teachers**

Topic: Non-Renewal of Probationary Teachers
Presenter(s): Cathy Miller, Human Resource Director
Background: Each year, we must release a number of probationary teachers for various reasons, including student driven scheduling, changes in enrollment, budget reductions, curriculum changes, licensure issues, mid-year placements, and performance issues. Attached is a resolution to terminate the contracts of a number of probationary teachers. This resolution terminates teaching contracts for those listed, at the end of the current 2020-2021 school year, with non-renewal for the 2021-2022 school year.
Recommendation: Administration recommends approval of the resolution.
Alternatives: Do not approve the resolution and direct administration with next steps.

**Special School District No. 6
(South St. Paul Public Schools)
State of Minnesota**

Inspector _____ moved the adoption of the following resolution:

**RESOLUTION RELATING TO THE NON-RENEWAL
OF PROBATIONARY TEACHERS**

WHEREAS, the following teachers are probationary teachers in Special School District No. 6.

BE IT RESOLVED by the School Board of Special School District No. 6, pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contracts of these probationary teachers in Special School District No. 6, are hereby terminated effective at the end of the 2020 - 2021 school year.

Cassidy Adamson	1.0	Kindergarten Teacher	Kaposia
Melvin Baker	1.0	Student Support Specialist	Middle School
Shelly Chermack	1.0	Science Teacher	Community Learning Center
Ashly Gagner	1.0	Special Ed Teacher	Lincoln
Damon George	1.0	Physical Education Teacher	Middle/High School
Tess Green	1.0	Science Teacher	Middle School
Christopher Gustilo	1.0	Business Teacher	High School
Elizabeth Higgins	1.0	Language Arts Teacher	Middle School
Rachel Hosszu	1.0	Special Ed Teacher	Kaposia
Michelle Jensen	1.0	Kindergarten Teacher	Lincoln
Jessica Johnson	1.0	Special Ed Teacher	High School
Michael Kretschmar	0.9	French/Spanish Teacher	Middle/High School
Sarah Lashomb	1.0	Grade 5 Teacher	Kaposia
Anthony Phillips	1.0	Special Ed Teacher	Kaposia
Faith Purvey	0.8	Art Teacher	High School
Abby Rouster	1.0	Special Ed Teacher	Middle School
Christian Rund	1.0	Humanities Teacher	High School
Ellyn Thompson	1.0	Humanities Teacher	High School
Emily Virant	1.0	Psychologist	Lincoln/Kaposia
Mark Westpfahl	1.0	Humanities Teacher	Middle School
Anne Marie White	1.0	Media and Tech Teacher	Kaposia
Monica Young	.21	ECFE Teacher	Family Education Center

BE IT FURTHER RESOLVED that written notice be sent to said teachers regarding non-renewal of their contracts in accordance with Minnesota law.

The motion for the adoption of the foregoing resolution was duly seconded by Inspector _____.

On a roll call vote, the following voted in favor:

Inspectors:

And the following voted against:

Whereupon said resolution was declared duly passed and adopted.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: April 26, 2021

Place on Agenda: Committee-of-the-Whole and Regular Agenda

Action Requested: Approval

Attachment: 2021-2022 Student Teacher Agreement – University of Northwestern St. Paul

Topic: Student Teacher Agreement – University of Northwestern-St. Paul
Presenter(s): Cathy Miller, Human Resources Director
Background: A student teacher placement has been coordinated between the University of Northwestern-St. Paul and South St. Paul School District beginning in October 2021. To finalize the student teacher placement, approval of the agreement between the University of Northwestern-St. Paul and South St. Paul Schools is necessary. This agreement and placement aligns with South St. Paul Schools Student Teaching Policy #437.
Recommendation: Approval of 2021-22 Student Teacher Agreement with the University of Northwestern-St. Paul
Alternatives: Do not approve Student Teacher Agreement and direct administration with next steps.

**MUTUAL AGREEMENT FOR STUDENT TEACHING
BETWEEN
UNIVERSITY OF NORTHWESTERN
ST. PAUL, MINNESOTA
AND
SOUTH ST. PAUL PUBLIC SCHOOLS
2021-2022**

This agreement is entered into between South St. Paul Public Schools, South St. Paul, Minnesota (the "District") and University of Northwestern, St. Paul, Minnesota (the "College/University"). The purpose of this Agreement is to outline the terms of the training/student teaching experience for the student of the College/University and to identify the responsibilities of the College/University and the District.

The following conditions are made a part of the agreement:

The College/University agrees to:

1. Place at the District only student teachers who are eligible for such placement under state and College/University rules, and School Board regulations. All student teacher placements will be initiated through and approved by the District through its department of human resources.
2. Inform its faculty and students of the District's policies and regulations that relate to the placement at the District.
3. Provide District with College/University student teaching expectations/requirements.
4. Pay stipend to the cooperating teacher of the District based on College/University policy for each student teacher placed.
5. Provide regular student teaching supervision by a qualified designee(s) of the College/University.
6. Cooperate with the District in the development and implementation of the District's Student Teaching Program.
7. Notify the District in the event a student teacher placed at the District is no longer enrolled in the College/University's program.

The District agrees to:

1. Supply to the student teacher so placed by College/University an opportunity to work in a teaching learning situation under the supervision of a practicing teacher who holds a continuing license and has at least three years total teaching experience.
2. Cooperate with College/University in the development and implementation of the District's Student Teaching Program.

3. Ensure that all student teachers placed at the District complete a criminal background check, at the expense of the student teacher or College/University, prior to the student teacher beginning at the District.
4. Provide appropriate supervision of the student teacher while at the District pursuant to rules promulgated by its Board. Such rules may not conflict with any minimum requirements established by the State or College/University with regard to the Student Teaching Program.
5. Immediately notify College/University if there is a change in the licensure status of any cooperating teacher providing supervision to any student teacher assigned hereunder.
6. Not replace any of its employees nor fill any vacancies normally filled by an employee with a student teacher assigned under this agreement. Therefore, a student teacher will not act as a substitute teacher.
7. Provide the College/University with copies of all policies and regulations applicable to student teachers.
8. Provide emergency medical care to the student teacher or College/University faculty member, at the District (if available) in case of injury or illness, or obtain other appropriate treatment as they choose. Any hospital or medical costs arising from such injury or illness will be the sole responsibility of the College/University faculty member or student teacher who received the treatment and not the District.
9. Reserve the right to deny a student teaching opportunity to an applicant and to terminate a student teaching assignment at any time, due to a lack of funding or for any other reason.
10. Recognize that it is the policy of both the District and the College/University to prohibit discrimination and ensure equal opportunities in its educational programs, activities, and all aspects of employment for all individuals regardless of race, color, creed, religion, gender, national origin, sexual orientation, veteran's status, marital status, age, disability, status with regard to public assistance, or inclusion in any group or class against which discrimination is prohibited by federal, state, or local laws and regulations. The District agrees to adhere to this policy in implementing this agreement.

Liability:

Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and will not be responsible for the acts of the other party and the results thereof. The College/University's liability will be governed by the Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, as amended, and by this Agreement or any other laws applicable to the College/University. The District's liability will be governed by Minnesota Statutes Section 466.04, as amended.

Term of Agreement:

This agreement will commence on July 1, 2021, and end on June 30, 2022. This Agreement may be terminated by either party at any time upon 60 days' written notice to the other party. Termination by the District will not automatically become effective with respect to student teachers then participating in the learning experience program, and said student teachers may be allowed to continue at the sole option of the District.

General Provisions:

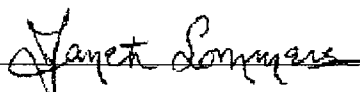
1. Neither the District nor the College/University will assign or transfer any rights or obligations under this agreement without the prior written consent of the other party.
2. Any amendments to this agreement will be in writing and signed by authorized representatives from each party.
3. The parties agree that in fulfilling the duties of this agreement, they are responsible for complying with the Americans with Disabilities Act, 42 U.S.C. Chapter 12101, et seq., and any regulations promulgated by the Act.
4. Student teachers are participants in an educational program, and for purposes of this agreement, shall not be considered employees of either the College/University or the District, except as provided for in Minnesota Statutes Section 122A.69. Student teachers shall not be entitled or eligible to participate in any benefits or privileges given or extended to employees of the College/University or the District, except as provided by Minnesota Statutes Section 122A.69.
5. The State of Minnesota has laws (the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (the "MGDPA")) that classify the College/University's written and electronic information as public, private, or confidential. Except as otherwise provided in law or College/University policy, data on students is private and may not be shared with any other party. If the District receives a request from a third party for any data provided to the District by the College/University, the District agrees to immediately notify the College/University. The parties additionally acknowledge that the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and 34 C.F.R. § 99, apply to the use and disclosure of education records that are created or maintained under this agreement.
6. Student teachers assigned to the learning experience program at the District under this agreement will be required to sign a Student Teaching Program Agreement before the student teacher begins the Student Teaching Program at the District.

Approved:

Signed For: **University of Northwestern**

Name: Dr. Janet B. Sommers

Title: Provost

Signature: 

Date: 3/29/21

Signed For: **South St. Paul Public Schools**

Signature: _____
School Board Chair

Date: _____



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, April 26, 2021

Place on Agenda: COW and Regular Meeting

Action Requested: Approval

Attachment: 2nd Budget Revisions – 2020-21 Budget
Budget Revisions Power Point

Topic: 2nd Budget Revisions – 2020-21 Budget		
Presenter(s): Aaron Bushberger, Finance Director		
Background:		
<p>The school district’s budget process involves the School Board approving an original budget in June, prior to the next fiscal year start of July 1. Routinely throughout the fiscal year, budget revisions will be made based on updated enrollment counts, staffing changes, and other updates. The 2020-21 original budget was approved in June 2020, and a first round of budget revisions were approved by the Board in November 2020. Due to a significant amount of budget changes, a second round of budget revisions are being proposed for approval.</p> <p>The board packet includes the original budget, first revised budget and the second revised budget for the four funds the district is required to have a budget for – general fund, food service fund, community education fund and debt service funds. The documents also include more detailed explanations of the proposed budget revisions.</p> <p>The proposed revisions were reviewed by the Finance Committee at their April 21, 2021 meeting. No changes have been made since that meeting. The revised budget is below:</p>		
	<u>Revenue</u>	<u>Expenditures</u>
General Fund	\$43,696,133	\$44,446,133
Food Service Fund	\$1,141,220	\$1,515,104
Community Ed Fund	\$1,667,270	\$1,710,046
Debt Service Fund	\$3,064,592	\$3,107,838
TOTAL	\$49,569,215	\$50,779,121
Recommendation: Approval		
Alternatives: N/A		

**South St Paul Public Schools
2020-21 Budget Summary**

	Original Budget 06/22/20	Rev. Budget #1 11/23/20	Rev. Budget #2 04/26/21
GENERAL FUND			
Beginning Fund Balance	\$4,843,309	\$5,977,731	\$5,977,731
Revenue	\$43,461,285	\$43,223,913	\$43,696,133
Expenditures	\$44,451,450	\$44,319,188	\$44,446,133
Net	-\$990,165	-\$1,095,275	-\$750,000
Ending Fund Balance	\$3,853,144	\$4,882,456	\$5,227,731
Total Fund Balance %			11.8%
Fund Balance Policy %			10.0%
FOOD SERVICE FUND			
Beginning Fund Balance	\$688,611	\$657,171	\$657,171
Revenue	\$2,211,757	\$2,211,757	\$1,141,220
Expenditures	\$2,405,169	\$2,405,169	\$1,515,104
Net	-\$193,412	-\$193,412	-\$373,884
Ending Fund Balance	\$495,199	\$463,759	\$283,287
COMMUNITY ED FUND			
Beginning Fund Balance	\$103,019	\$134,009	\$134,009
Revenue	\$2,347,913	\$1,667,270	\$1,667,270
Expenditures	\$2,380,368	\$1,710,046	\$1,710,046
Net	-\$32,455	-\$42,776	-\$42,776
Ending Fund Balance	\$70,564	\$91,233	\$91,233
DEBT SERVICE FUND			
Beginning Fund Balance	\$729,915	\$967,956	\$967,956
Revenue	\$3,064,592	\$3,064,592	\$3,064,592
Expenditures	\$3,107,838	\$3,107,838	\$3,107,838
Net	-\$43,246	-\$43,246	-\$43,246
Ending Fund Balance	\$686,669	\$924,710	\$924,710

**2020-21 Budget
General Fund**

	<u>Revenues</u>	<u>Expenditures</u>	<u>Net</u>
Original Budget (June 2020)	\$43,461,285	\$44,451,450	-\$990,165
1st Revisions			
Flex spending	\$225,000	\$225,000	
Other state aid	-\$120,000		
Third party billing revenue	-\$100,000		
Staffing / estimate changes		-\$175,547	
General education revenue	-\$94,872		
Athletics/activities revenues	-\$72,500		
Student activities	-\$75,000	-\$75,000	
Increase unemployment budget		\$150,000	
Reduce substitute budgets		-\$100,000	
Reduce part-time cleaner budget		-\$75,000	
Do not fill positions		-\$281,715	
Transfer to Community Ed Fund		\$200,000	
Subtotal	-\$237,372	-\$132,262	
1st Revised Budget (November 2020)	\$43,223,913	\$44,319,188	-\$1,095,275
2nd Revisions			
Adjust flex spending	-\$25,000	-\$25,000	
Adjust School Safety Grant	-\$190,000	-\$190,000	
Adjust Innocent Classroom	\$55,000	\$55,000	
Decrease other state aid	-\$52,526		
Increase in LTFM costs		\$150,000	
Coronavirus Relief Funds (CRF)	\$910,165	\$910,165	
Dakota County CARES Act	\$68,955	\$68,955	
Student activities	-\$50,000	-\$50,000	
General education revenue	-\$244,374		
Change in food service chargeback		\$57,825	
Reduce targeted services budget		-\$50,000	
Reduce VPK budget		-\$50,000	
Reduce transportation budget		-\$500,000	
Reduce utilities budget		-\$75,000	
Reduce substitutes budget		-\$100,000	
Reduce athletics/activities budget		-\$75,000	
Subtotal	\$472,220	\$126,945	
2nd Revised Budget (April 2021)	\$43,696,133	\$44,446,133	-\$750,000

2020-21 Budget
Food Service Fund

	<u>Revenues</u>	<u>Expenditures</u>	<u>Net</u>
Original Budget (June 2020)	\$2,211,757	\$2,405,169	-\$193,412
1st Revisions			
<hr/>			
No 1st budget revisions			
Subtotal	<hr/>	<hr/>	
	\$0	\$0	
1st Revised Budget (November 2020)	\$2,211,757	\$2,405,169	-\$193,412
2nd Revisions			
<hr/>			
Change in federal revenue	-\$481,162		
Change in state revenue	-\$141,620		
Change in meal sales / other	-\$497,755		
Dakota County CARES Act	\$50,000		
Change in staffing costs		-\$201,050	
Change in other costs		-\$120,915	
Change in food/milk costs		-\$510,275	
Change in general fund chargeback		-\$57,825	
Subtotal	<hr/>	<hr/>	
	-\$1,070,537	-\$890,065	
2nd Revised Budget (April 2021)	\$1,141,220	\$1,515,104	-\$373,884

**2020-21 Budget
Community Ed Fund**

	<u>Revenues</u>	<u>Expenditures</u>	<u>Net</u>
Original Budget (June 2020)	\$2,347,913	\$2,380,368	-\$32,455
1st Revisions			
Revise School Age Care program	-\$922,000	-\$948,187	
Add Emergency Care program	\$99,357	\$373,896	
Reduction in programming	-\$58,000	-\$96,031	
Transfer from General Fund	\$200,000		
Subtotal	-\$680,643	-\$670,322	
1st Revised Budget (November 2020)	\$1,667,270	\$1,710,046	-\$42,776
2nd Revisions			
Subtotal	\$0	\$0	
2nd Revised Budget (April 2021)	\$1,667,270	\$1,710,046	-\$42,776

South St Paul Public Schools 2020-21 Budget Revision Summary

Summary

South St Paul Public Schools has experienced a number of financial changes during the 2020-21 fiscal year, primarily due to the COVID-19 pandemic and its impact on student enrollment, staffing needs and pandemic related purchases. The original budget was approved in June 2020, and the first budget revisions were approved in November 2020. These first budget revisions reflected the changes known at that time. These second budget revisions are proposed to accurately reflect changes for the entire fiscal year.

Enrollment Overview

	2019-20 Actual	2020-21 Original	2020-21 1 st Revision	2020-21 2 nd Revision
ECSE	45	40	40	29
VPK	101	90	66	68
Grades K-5	1,395	1,307	1,307	1,277
Grades 6-8	766	733	733	730
Grades 9-12	982	977	977	1,006
TOTAL	3,289	3,147	3,123	3,110
Extended Time	49	50	50	25

The 1st budget revisions reflect:

- Decrease in VPK enrollment by 24 ADM

The 2nd budget revisions reflect:

- Decrease in ECSE enrollment by 11 ADM
- Decrease in all other enrollment by 2 ADM
- Decrease in extended time enrollment by 25 ADM

The overall decrease in budgeted ADM will result in a decrease in revenue of about \$340,000. This amount is reflected in the COVID overview below.

COVID Overview

	Revenue	Expenditures
General Fund		
Coronavirus Relief Funds (CRF)	+\$910,165	+\$910,165
Enrollment	-\$339,246	
Third party billing	-\$50,000	
Athletics/activities	-\$72,500	-\$75,000
Unemployment costs		+\$150,000
Substitute budgets		-\$200,000
Do not fill positions (1) (2)		-\$356,715
Emergency Care (Comm. Ed.)		+\$200,000
Transportation (2)		-\$500,000
Voluntary Pre-Kindergarten		-\$50,000
Utilities		-\$75,000
Food Service Chargeback		+\$57,825
General Fund Subtotal	+\$448,419	+\$61,275
Food Service	-\$1,070,537	-\$890,065
Community Education	-\$680,643	-\$670,322
TOTAL	-\$1,302,761	-\$1,499,112

(1): Positions that were not filled due to the district operating in a distance learning and hybrid mode include: special education paraprofessionals, student support assistants, bus assistants and student/security monitors.

(2): Over half of the positions that were not filled are special education positions. The majority of transportation savings is special education related. These reductions in costs may impact the amount of state special education revenue for the 2021-22 fiscal year. State special education funding is reimbursement-based, and the revenue is recognized one fiscal year after the costs are incurred (i.e. costs in the 2020-21 school year generate revenue for 2021-22 school year).

2020-2021 2nd Budget Revisions

Aaron Bushberger
Director of Finance
April 26, 2021



2020-21 Budget

**1st
Original
Budget**

Approved
June 2020

**1st
Budget
Revisions**

Approved
Nov. 2020

**2nd
Budget
Revisions**

Proposed
Apr. 2021

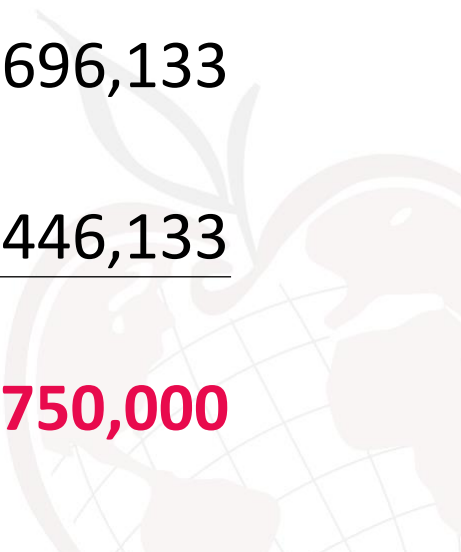
Budget Revisions Overview

- **General Fund**
 - Majority of changes are pandemic related
 - Overall positive financial change
- **Food Service Fund**
 - Overall negative financial change
- **Community Ed and Debt Service Funds**
 - No budget revisions at this time



General Fund

	<u>Original Budget</u>	<u>2nd Revised Budget</u>
Revenues	\$43,461,285	\$43,696,133
Expenditures	<u>\$44,451,450</u>	<u>\$44,446,133</u>
Net	-\$990,165	-\$750,000

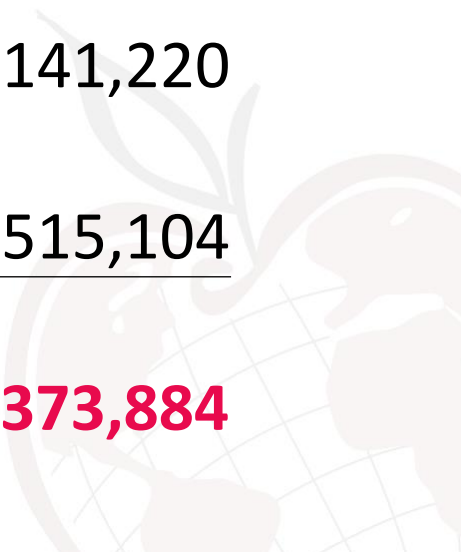


General Fund Balance

Beginning Fund Balance	\$5,977,731
2020-21 Revenue	\$43,696,133
2020-21 Expenditures	\$44,446,133
2020-21 Net	<hr/> -\$750,000
Projected Ending Fund Balance	\$5,227,731
Fund Balance Policy %	10.0%

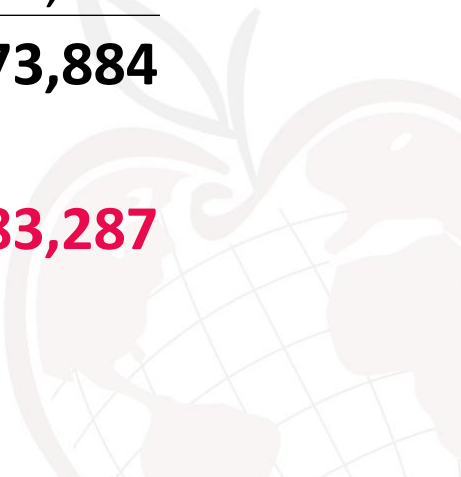
Food Service Fund

	<u>Original Budget</u>	<u>2nd Revised Budget</u>
Revenues	\$2,211,757	\$1,141,220
Expenditures	<u>\$2,405,169</u>	<u>\$1,515,104</u>
Net	-\$193,412	-\$373,884



Food Service Fund Balance

Beginning Fund Balance	\$657,171
2020-21 Revenue	\$1,141,220
2020-21 Expenditures	\$1,515,104
2020-21 Net	-\$373,884
Projected Ending Fund Balance	\$283,287



COVID Financial Impact

Revenues		Expenditures	
Coronavirus Relief Funds	↑	Coronavirus Relief Funds	↑
ECSE/VPK/TS Enrollment	↓	Unemployment costs	↑
Third party billing	↓	Emergency Care costs	↑
Athletics/activities	↓	Staff/substitute costs	↓
Food Service	↓	Transportation costs	↓
Community Ed	↓	Utility costs	↓
		Food Service	↓
		Community Ed	↓

COVID Financial Impact

	Revenues	Expenditures
General Fund		
Cor. Relief Funds	+\$910,165	+\$910,165
Enrollment	-\$339,246	
Other	-\$122,500	
Cost Savings (net)		-\$848,890
Food Service Fund	-\$1,070,537	-\$890,065
Community Ed Fund	-\$680,643	-\$670,322
TOTAL	-\$1,302,761	-\$1,499,112

Next Steps

- **2020-21 Budget**
 - Final budget revisions

- **2020-21 Audit**
 - Scheduled for School Board review/approval in November - December





SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, April 26, 2021

Place on Agenda: COW

Action Requested: N/A

Attachment: Budget Process Update Power Point

Topic: Budget Process Update
Presenter(s): Aaron Bushberger, Finance Director
<p>Background:</p> <p>Since January, district administration has been working with the School Board on the development of the 2021-22 budget. This has included the budget adjustments that were approved by the School Board at their April 12, 2021 meeting.</p> <p>As we get closer to the budget approval in June, there are still some important budget factors that are unknown. These factors include state funding for the 2021-22 school year (and beyond) and the allocation and implementation of additional federal funding. An update will be provided on the most recent information regarding future state and federal funding, and proposed next steps in the budget development process.</p> <p>While the task of developing the 2021-22 budget is the priority, the focus will begin to shift to a multi-year budget plan to ensure the financial stability of the district moving forward.</p>
Recommendation: None
Alternatives: N/A

Budget Planning Update

Aaron Bushberger
Director of Finance
April 26, 2021



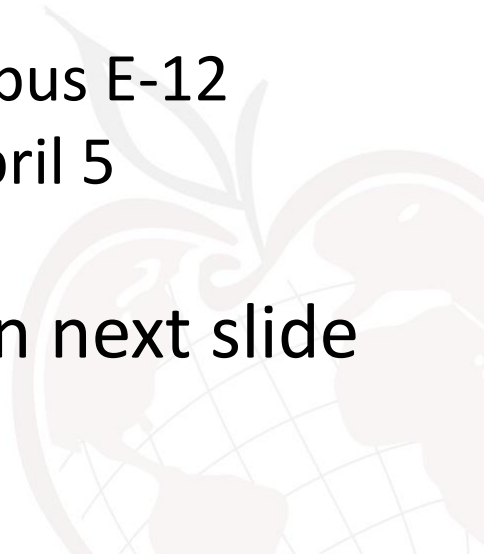
Budget Planning Update

1. State Funding Status
2. Federal Funding Status
3. Next Steps



State Funding Status

- Legislature scheduled to adjourn on May 17
 - Governor introduced revised budget during week of March 22
 - House and Senate each introduced Omnibus E-12 Education Finance Bills during week of April 5
- Summary of larger financial changes on next slide



State Funding Status

	Governor	House	Senate
Total additional E-12 funding	\$745 million	\$725 million	\$152 million
General ed. revenue increase	1% / 2.5%	2% / 2%	0% / 0%
VPK continuation	Yes	Yes	No
Other program increases	\$133 million	\$99 million	\$76 million*
Equalization improvement	\$95 million	-	\$24 million

*\$60 million is one-time funding

Federal Funding Status

	GEER/ESSER I	ESSER II	ESSER III
Legislation	CARES Act	CRRSA Act	ARP Act
Announced	Mar. 2020	Dec. 2020	Mar. 2021
Federal Allocation	\$16.5 billion	\$58.3 billion	\$123 billion
SSP Allocation	\$533,000	\$1.7 million	\$3.8 million
Supplant?	Yes	Yes	Yes
Spend Dates	Sept 2022	Sept 2023	Sept 2024

Next Steps (Original Plan)

- May 10/24
 - Propose approx. \$500,000 in 2021-22 additional budget adjustments
- June 14/28
 - Review and approve 2021-22 budgets



Next Steps (Revised Plan)

- May 10/24
 - No recommendation for additional \$500,000 in 2021-22 budget adjustments
 - Begin to evaluate short-term and long-term financial impact of federal funds
- June 14/28
 - Review and approve 2021-22 budgets





SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: April 26, 2021

Place on Agenda: Committee-of-the-Whole and Regular Meeting Reports

Action Requested: None

Attachment: None

Topic: Central Square Community Center Update

Presenter(s): Superintendent Dave Webb

Background:

After months of discussion and almost 20 years of operation, the City of South St. Paul and South St. Paul Public Schools (SSPPS) are ending their Joint Management Agreement for the Central Square Community Center (CSCC) effective June 30, 2021.

In July 2004, the City of South St. Paul and SSPPS entered into a Joint Management Agreement to form the CSCC. The core operation of the community center is dependent upon membership and program revenue. Membership hit a peak in 2013 and has since been steadily in decline. With continued membership decline and other financial factors, the CSCC has been operating at a financial loss. With the added financial pressure being placed directly on the city and school district budgets, leaders from both entities made the difficult decision to end their current CSCC partnership agreement.

Beginning July 1, South St. Paul Public Schools, as owners of the Central Square building, will take full responsibility for the management of the site. As SSPPS assumes sole leadership of the site, the district is committed to:

- Maintaining a strong Senior Center Program
- Exploring options to ensure vital programming continues for the SSP community
- Be fiscally responsible to the community taxpayers

While the management and future operation of the CSCC may look a little different, SSPPS is excited to explore options to ensure vital programming continues for the entire South St. Paul community. The district is committed to communicating with current CSCC members and the SSP community as decisions are made and the transition unfolds.