



Special Board Meeting
Friday, September 3, 2021 4:30 PM
Location: District Office
104 - 5th Avenue South
South St Paul, Minnesota 55075

Agenda

I. ROLL CALL

II. APPROVAL OF MEETING AGENDA

III. CONSENT ITEMS

- A. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves (C. Miller) 2

IV. BUSINESS ITEMS

- A. Teacher Contract Update (C. Miller)
B. CLC Schedule Update (C. Miller) 5

V. SUPPLEMENTAL AGENDA

VI. ADJOURNMENT

VII.A.1 Staff Appointments, Resignations, Retirements, Terminations and Leaves (Cathy Miller)

9-3-21

Certified

A. Appointments/Reassignments

- 1. Jessica Kohanek – .6 FTE Work Experience Teacher, .2 FTE Art Teacher, .2 FTE Physical Education Teacher (Temporary), Community Learning Center, MA00, Step 9, effective August 30, 2021, through June 10, 2022. (pending MDE license)

Additional Assignment – Effective for the 2021-22 School Year

Kayla Rogers – Third Party Billing Administrator, District-wide, \$5,000 Stipend

Additional Hours – Due Process Lead (July 1 – August 31; \$29.00 per hour; increase from 50 hours to 100 hours)

Carole Pankow

Change of Assignment – Effective for the 2021-22 School Year

Jessica Green – Special Education Teacher, change from Lincoln Center to Kaposia Education Center

Donald Nihart – Change from 1.0 FTE Focus Teacher to .8 FTE Focus and .2 FTE Physical Education Teacher, Middle School

2021-22 Site Solutions Team (SST) - \$631 Stipend

Middle School

Tyne Grefe

Mike Kvalheim

Kelsey MacQueen

Bob Peterfeso

Scott Sundly

Claire Troxel

High School

Janessa Brackett

Andy Gustafson

Chris Marquis

Chris Moore

Kris Weinfurtner

Scott Youdas

2021-22 ECA

ACADEMICS/OTHER

| | | |
|------------------------------|-----------------|---------|
| Lego League Junior – Lincoln | Kvalheim, Jenna | \$1,224 |
|------------------------------|-----------------|---------|

*indicates a non-district employee

** indicates a returning non-district employee

B. Resignations/Retirements/Leaves/Reductions/Other

- 1. Shannon Lippke – Resignation, CDLU Student Group Advisor, Secondary Building, effective September 10, 2021.

Classified

A. Appointments/Reassignments

1. Ryan Bour – Long-Term Substitute Preschool Teacher, Kaposia Education Center, \$29.34 per hour, 37.5 hours per week, effective August 31, 2021, through December 22, 2021.
2. Delia Cervantes Garcia – Student Supervisor, Lincoln Center, \$16.13 per hour, 17.5 hours per week, effective August 30, 2021. (rehire)
3. Claudia Colato Mira – Nutrition Services Assistant, Lincoln Center, \$16.55 per hour, 20 hours per week, effective September 7, 2021.
4. Bridget Contreras – Student/Security Monitor, Secondary Building, \$18.05 per hour, 30 hours per week, effective September 7, 2021.
5. William Furlong – Part-Time Cleaner, Lincoln Center, \$17.33 per hour, 20 hours per week, effective September 7, 2021.
6. Noel Giesbrecht – Special Education Assistant, High School, \$19.37 per hour, 32.5 hours per week, effective September 7, 2021.
7. Charles Harder – Part-Time Cleaner, Lincoln Center, \$17.33 per hour, 20 hours per week, effective August 30, 2021. (rehire)
8. Beth Johnson – Preschool Teacher, Kaposia Education Center, \$29.34 per hour, 30 hours per week, effective September 1, 2021.
9. Abraham Mendez Robles – Part-Time Cleaner, Secondary Building, \$17.33 per hour, 20 hours per week, effective September 7, 2021.
10. Tina Monsrud – Special Education Assistant, Lincoln Center, \$19.37 per hour, 32.5 hours per week, effective September 7, 2021.
11. Desmond Radunz – Student/Security Monitor, Secondary Building, \$18.05 per hour, 30 hours per week, effective September 7, 2021.
12. Thomas Rongitsch – Kids' Choice Program Assistant, Lincoln Center, \$18.13 per hour, 5.25 hours per day on school days; 5.5 hours per day on non-school days and summer program, effective August 30, 2021. (return from leave of absence)
13. Ger Thao – Preschool Teacher, Lincoln Center, \$29.34 per hour, 18.75 hours per week, effective September 7, 2021. (pending criminal background check)
14. Calvin Trettel – Nutrition Services Assistant, Kaposia Education Center, \$16.55 per hour, 25 hours per week, effective September 7, 2021.

15. Jordan Wallin – Kids’ Choice Program Assistant, Lincoln Center, \$18.13 per hour, 5.25 hours per day on school days; 5.5 hours per day on non-school days and summer program, effective August 30, 2021. (recall)
16. Haregewoin Wolderufael – Nutrition Services Assistant, Secondary Building, \$16.55 per hour, 20 hours per week, effective September 7, 2021.

Change of Assignment – Effective for the 2021-22 school year

Theresa Clement – Cashier, Lincoln Center, increase from 27.5 hours to 28.75 hours per week

Charmaine Coleman – Nutrition Services Assistant, Secondary Building, increase from 17.5 hours to 20 hours per week

Michelle Patet – Nutrition Services Assistant, Kaposia, increase from 25 hours to 27.5 hours per week

Kelly Zellmer – Early Learning Assistant, Kaposia, decrease from 852.5 hours to 851 hours

Additional Hours – ECFE Registration (September 7 – 10; \$19.51 per hour; up to 6 hours)

Louise Campbell – Early Learning Program Assistant, Family Education Center

B. Resignations/Retirements/Leaves/Reductions/Other

1. Shannon Lippke – Resignation, Cultural Liaison, High School, effective September 10, 2021.
2. Deborah Schultz – Leave of absence, Cashier, Secondary Building, effective August 31, 2021, through approximately October 20, 2021.
3. Abigail Wisneski – Resignation, Special Education Assistant, Lincoln Center, effective August 25, 2021.
4. Yancy Yang – Resignation, Special Education Assistant, Lincoln Center, effective August 30, 2021.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Friday, September 3, 2021

Place on Agenda: Regular Agenda

Action Requested: Approval

Attachment: Memorandum of Agreement Preparation Time

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| Topic: Memorandum of Agreement Preparation Time |
| Presenter(s): Cathy Miller, Human Resource Director |
| <p>Background:</p> <p>The Community Learning Center has implemented a block schedule on Wednesday and Thursday for the 2021-22 school year. Language in the 2019-21 Teachers' Collective Bargaining Agreement states preparation time for teacher shall be in provided in one or two uninterrupted blocks during the school day. The block schedule does not allow for teachers to receive their full preparation period on Wednesday or Thursday.</p> <p>The Union and District have agreed to a Memorandum of Agreement allowing for teachers at the Community Learning Center to receive a double preparation period on one day (Wednesday or Thursday) and no preparation period on the other day (Wednesday or Thursday) for the 2021-22 school year.</p> <p>Administration recommends approval of the Memorandum of Agreement.</p> |
| <p>Recommendation:</p> <p>Approval of the Memorandum of Agreement on preparation time for the 2021-22 school year.</p> |
| <p>Alternatives:</p> <p>Do not approve the Memorandum of Agreement on preparation time for the 2021-22 school year and direct administration with next steps.</p> |

**Memorandum of Agreement
Preparation Time**

This Memorandum of Agreement (“MOA”) is entered into by and between South St. Paul Public Schools, Special School District No. 6, (hereafter “District”) and South St. Paul Teachers’ Association, Local #861 (hereafter “Union”).

WHEREAS, the Union and the District are parties to a collective bargaining agreement (“CBA”) governing the negotiated terms and conditions of employment for teachers who are employed by the District;

WHEREAS, in accordance with the CBA, preparation time shall be provided in one or two uninterrupted blocks during the student day.

WHEREAS, during the 2021-22 school year, the student schedule at the Community Learning Center on Wednesday and Thursday includes a block schedule, which does not allow for teachers to receive their full preparation period on each day.

NOW, THEREFORE, the Union and the District agree as follows:

- 1) During the 2021-22 school year, teachers at the Community Learning Center will receive a double preparation period on one day (Wednesday or Thursday) and no preparation period on the other day (Wednesday or Thursday).

This MOA is separate from and not part of the CBA. As a result, this MOA is not subject to the grievance process. This MOA does not establish any precedent or practice that will continue after June 30, 2021. No party may present or rely on this MOA as establishing any precedent or practice extending beyond June 30, 2022.

This MOA will expire on June 30, 2022.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Agreement as follows:

For _____
South St. Paul Teachers’ Association
Local #861

For _____
South St. Paul Public Schools
Special School District No. 6

President

School Board Chair

Vice President

School Board Vice Chair

Negotiations Representative

Director of Human Resources

Dated: _____

Dated: _____