



South St. Paul School Board - Committee-of-the-Whole
Monday, September 27, 2021 5:00 PM
Location: CITY HALL
125 THIRD AVENUE NORTH
South St Paul, Minnesota 55075

Agenda

I.	5:00–5:05 PM TECHNOLOGY (P. Brashear)	
	A. Network Collaboration Joint Powers Agreement	2
II.	5:05–5:15 PM ENROLLMENT (D. Webb)	
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III.	5:15–5:20 PM POLICY (D. Webb)	
	A. Emergency Closing of Schools Policy #307	10
IV.	5:20–5:40 PM FINANCE (J. Westrum)	
	A. 2021 Payable 2022 Proposed Property Tax Levy	18
V.	5:40–5:45 PM SCHOOL BOARD	
	A. Committee Updates (Board Members)	26
	• District 917	
	• AMSD	
	• Community Education	
	• Educational Foundation	
	• Equity Alliance	
	• Finance, Facilities and Long-Range Planning	
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Meeting Date: September 27, 2021

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

Action Requested: Approval

Attachment: Joint Powers Agreement among West Metro School Districts for Network Collaboration

Topic: Network Collaboration
Presenter(s): Paul Brashear, Technology Director
<p>Background: The purpose of this Joint Powers Agreement is to enable members to collectively share usage of network fiber connections, share resources among themselves, and to collectively purchase network services.</p> <p>In addition to potential cost saving opportunities for collective purchasing, the Joint Powers Agreement also enables members to collectively apply as a consortium for E-Rate (a Federal Program, provides an 80% discount on internet services for SSP) and Telecommunication Equity Aid (a State of Minnesota Program, approximately \$13,000 reimbursement.) Eligibility for the funding from these federal and state programs requires membership in a Joint Powers Agreement.</p> <p>In the past, we have always had a Joint Powers Agreement with TIES and then Sourcewell. Sourcewell decided to discontinue providing network services. Discontinuing the services ended our ability to collectively purchase these services and also disqualifies us from the federal and state programs funding.</p> <p>Approving this Joint Powers Agreement will allow us to continue collectively purchasing and also maintains our eligibility in the federal and state funding programs. Attached is a copy of the agreement that we will sign upon Board approval.</p> <ul style="list-style-type: none"> • Overall, budget resources are allocated to help the district make progress towards achieving the items stated in the Strategic Framework, which in turn, drives the work of district staff and administrators. The Joint Powers Agreement will enable us to qualify for Federal and state funding to offset technology budget expenses. Within the Strategic Framework, we are committed to equitable practices by being accountable for removing barriers and creating equitable systems. Further, the five goals of the Strategic Framework and their underlying strategies have been developed so that programming and educational resources are directed toward helping all students achieve their personal goals and academic potential.
<p>Recommendation: Approval to sign onto the Joint Powers Agreement with the West Metro School Districts for Network Collaboration.</p>
<p>Alternatives: Do not approve the agreement and direct administration with next steps.</p>

Joint Powers Agreement Among West Metro School Districts for Network Collaboration

This Agreement is made and entered into pursuant to Minnesota Statutes § 471.59 by and between Independent School District 273 (“Edina”), Independent School District 272 (“Eden Prairie”), Independent School District 270 (“Hopkins”), Independent School District 280 (“Richfield”), Independent School District 283 (“St. Louis Park”), Independent School District 276 (“Minnetonka Public Schools”), Independent School District 278 (“Orono”), Independent School District 885 (“St. Michael-Albertville Public Schools”), Independent School District, Independent School District 877 (“Buffalo-Hanover-Montrose Public Schools”), Independent School District 277 (“Westonka Public Schools”), Independent School District 15 (“St Francis Area Schools”), Independent School District 194 (“Lakeville Area Schools”) hereafter collectively referred to as “Parties”, and individually as “Party” which are signatories to this Agreement.

I. Purpose and Name

The purpose of this Joint Powers Agreement (“JPA”) is to enable members to develop the shared use of fibers provided by the various parties, share resources among themselves, and be able to collectively procure network services. The JPA would also enable members to collectively apply as a consortium for eligible E-Rate (a Federal Program) and Telecommunication Equity Aid (a State of Minnesota Program).

The name of the consortium shall be West Metro Schools Network (“WMSN”).

II. Governance

The WMSN shall be governed by a Board consisting of one representative of each of the parties to the JPA. Upon the commencement of this Agreement, each Party shall be represented by the individual identified in Attachment A to serve on the Board. Each party may change the individual representing it on the Board by notifying all Parties.

1. The Board shall elect from among its members - A Chair, a Vice-Chair, and a Secretary as officers of the Board.
2. Officers shall be elected annually at the first meeting of the calendar year.
3. Officers shall serve a one-year term or until their successors are elected. The term of office shall be effective and shall run from the date immediately following the date of the meeting at which the officers are elected.
4. No member may hold more than one office at a time.
5. The Chair's duties and responsibilities include representing the Board as its principal spokesperson, presiding at Board meetings; directing the preparation of the agenda for all Board meetings; and appointing participants of standing and special committees.
6. The Chair may recommend to the Board for its approval, the establishment of special or standing committees to assist the Board in performing its duties and responsibilities. The Chair's recommendation shall include the duties and responsibilities of the committee, taskforce or

workgroup, its chair and members, and any other matters necessary for the efficient operation of the committee.

7. The Vice-Chair shall exercise the duties and responsibilities of the Chair whenever the Chair is unable to serve or is not available to fulfill such duties and responsibilities.
8. The Secretary shall be responsible for recording and distributing the minutes of all Board meetings.
9. The full board shall appoint a Fiscal Agent who will manage the financial affairs of WMSN.
10. The business address of WMSN Board shall be that of the Fiscal Agent.

III. Meetings

1. Meetings of the Board shall be conducted in a manner consistent with the Minnesota Open Meeting Law.
2. The Chair may cancel regular meetings where it appears that a quorum of Board members will not be present, or where there is no business for the Board to conduct. Notice of meeting and cancellations shall be provided to the members of WMSN as far in advance of the scheduled meeting as possible and shall comply with applicable State law.
3. A simple majority of the membership shall constitute a quorum. To the extent permitted by law, a member may request the chair that they participate in board meetings using electronic conferencing technology. The Chair must assure that reasonable accommodations have been made for interested parties to attend JPA board meetings.
4. A proposed agenda for each Board meeting shall be established and published by the Chair and sent to the Board members prior to the meeting.
5. Each member is responsible for notifying the Chair, Vice-Chair or the Secretary if he or she is unable to attend a meeting.

Unless otherwise specified or agreed, Robert's Rules of Order will govern procedure to be followed in Board or Committee proceedings when not inconsistent with the bylaws and any special rules of procedure adopted by the Board. The Chair will serve as the parliamentarian. Robert's Rules of Order are adopted merely as matters of form and convenience, and the Board's failure to follow such Rules shall not be deemed to invalidate any action or business of the Board performed in a duly called and noticed meeting and affirmatively agreed to by a majority of the Board or attending quorum of the Board.

IV. Bylaws and Amendments

1. The Board may adopt Bylaws to govern its operations. Such Bylaws shall be consistent with the Agreement and applicable law.
2. Any Member of the Board or Member's Official Representative may propose amendments to this Agreement and any Bylaws.
3. Proposed amendments shall be submitted in writing to each member of the Board at least 14 days prior to the meeting at which an amendment is to be proposed and considered. A statement explaining the purpose and effect of the proposed amendment shall accompany the proposed amendment.
4. Amendments shall be considered at a regular meeting of the Board. A majority vote of the full Board is required for approval and adoption of an amendment of the Agreement or Bylaws.

V. Miscellaneous

1. When making a joint purchase on behalf of the collaborative the Board shall first consult with each member District to ensure that the requirements of all members and the specifications for the equipment, materials, services and supplies to meet the needs of each party.
2. The Board may enter into agreements with member Districts by which the member District purchases equipment or services on behalf of the collaborative. In such instance, the purchasing member will serve as the fiscal host and will directly bill other districts with appropriate inventory and documentation of the purchase.
3. Each member may also purchase items separately and shall be separately accountable for its own expenditures of public funds made hereunder.
4. Neither party shall assume any responsibility for the accountability of funds expended by the other or the issuance of a purchase document by the other party.
5. As mutually agreed upon, either by district size, percentage used or other means, the parties may share the costs associated with the shared purchasing process.
6. Each member shall agree to hold the other member harmless in the event of the parties hereto agree and acknowledge that damage to equipment or data integrity due to acts of God or other uncontrollable events can occur. The parties agree to release the other parties from liability or damage resulting from said events, but only to the extent the liability or damage is not caused by the negligent or wrongful conduct of party.
7. Equipment purchased jointly will be considered to have a five year useful life and be depreciated evenly over the five-year period. In the event of dissolution of this agreement, the member retaining and taking sole ownership of the equipment will compensate the other members based on the value of the item's remaining useful life value.
8. If mutually agreed upon a member hosting jointly purchased equipment will purchase a rider to cover the equipment and the cost will be split pro rata by the members.
9. The Board shall adopt and maintain and annually review a service level agreement (SLA) that defines management and access of purchased and managed hardware and services.
10. Term: The term of this Agreement is for a period of five years from the time of the date of the last signatory. The term shall automatically renew for one year period until such time as the JPA is dissolved or the Agreement amended as described in Section IV of this Agreement.
11. Costs: All mutually agreed upon costs and contracts on behalf of the consortium and 3rd party vendors and/or suppliers approved by the JPA shall be shared among all members equally unless a different allocation is agreed by the Board and the impacted members.
12. Conflict of Interest: A member shall declare a conflict of interest prior to deliberations on the issue from which the conflict arises. The Board will determine whether that conflict should preclude the member from voting.
13. Record Retention: Members of the JPA and the Board shall retain records in accordance with the requirements of the State of Minnesota.
14. Withdrawal: A member may withdraw from this Agreement upon providing sixty (60) days written notice to all the JPA members. A withdrawing member shall still be obligated to meet all of its responsibilities through the end of the Term as described above, including all financial obligations. A financial obligation is defined as a product or service that the withdrawing District benefited from.
15. Termination: This Agreement shall terminate i) upon written agreement of all then- current members of the JPA; or ii) by operation of law or court order; or iii) when there are no more than two members.

16. Dissolution: The JPA shall dissolve upon action authorized representatives of a majority of the then-current members of the JPA, and not a quorum consisting of less than the entire Board.
17. Jurisdiction: This Agreement, and executed amendments thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of the Agreement, or breach thereof, shall be in the state of federal court with competent jurisdiction in Hennepin County, Minnesota.
18. Entire Agreement: This Agreement contains the entire Agreement between the Parties and supersede all oral and written agreements and negotiations between the parties relating to the subject matter and the formation of the joint powers
19. Counterparts: This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which shall constitute on and the same instrument.
20. Invoicing: The Fiscal Agent of the Consortium shall send invoices for Consortium expenditures on the first business day of each month where applicable. Terms for Parties to submit payment to the Fiscal Agent shall be Net 30 days from the date of receipt of invoicing from the Fiscal Agent.
21. Dispute Resolution: Disputes between the parties shall be resolved by arbitration administered by the American Arbitration Association. As a condition precedent to arbitration, the parties to a dispute shall attempt to resolve the dispute through mediation.

In WITNESS WHEREOF and by virtue of duly authorized signatures set forth below, the School Districts have executed this Agreement on the dates indicated below.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: September 27, 2021

Place on Agenda: Committee-of-the-Whole

Action Requested: None.

Attachment: Enrollment Report

Topic: Enrollment Report						
Presenter(s): Dave Webb, Superintendent						
<p>Background:</p> <p>On Monday evening, we will take time with board members to review the most recent South St. Paul student enrollment data. We plan to share this high-level enrollment summary monthly for SSP board members. As you can imagine, just prior to the start of a new school year, we have a number of families that are notifying us regarding address changes, and our staff has been working extremely hard to keep our data up to date. We are currently seeing positive enrollment trend data, in contrast to our projections for this fall, and we look forward to walking through this information together on Monday.</p> <p>The following are helpful points of reference when reading through the attached enrollment report:</p> <table border="1"> <tr> <td>2021-22 Projected Enrollment</td> <td>2,975</td> </tr> <tr> <td>September 20, 2021 Enrollment</td> <td>3,016</td> </tr> <tr> <td>October 1, 2020 Enrollment</td> <td>3,066</td> </tr> </table>	2021-22 Projected Enrollment	2,975	September 20, 2021 Enrollment	3,016	October 1, 2020 Enrollment	3,066
2021-22 Projected Enrollment	2,975					
September 20, 2021 Enrollment	3,016					
October 1, 2020 Enrollment	3,066					
<p>Recommendation:</p> <p>N/A</p>						
<p>Alternatives:</p> <p>N/A</p>						



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: September 27, 2021

Place on Agenda: Policy

Action Requested: Approval

Attachment: Policy #307 – Emergency Closing of Schools

Topic: Policy Approval
Presenter(s): Superintendent Webb
Background: School district policy #208 requires policies under review to be placed on two consecutive School Board meeting agendas for review and comment by board members, staff and community members. On the third and subsequent meeting, the policies will go before the School Board for approval. Policy also states that in the case of an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board.
Recommendation: Superintendent Webb recommends policy 307 be approved under the emergency option.
Alternatives: Do not approve the revised policy and direct administration with next steps.



Adopted: January 24 1984

*Revised: 5/19/92, 5/24/04; 2/9/09; 3/26/12; 11/25/13; 10/27/14; 7/25/16;
6/26/17; 9/10/18; 6/24/19; 7/27/20; 9/27/21*

307 EMERGENCY CLOSING OF SCHOOLS

I. PURPOSE

The purpose of this policy is to clarify the procedures and public notifications for closing of school district facilities due to hazardous weather or other emergency conditions.

II. GENERAL STATEMENT OF POLICY

The superintendent or designee is empowered to close any or all school district facilities or to alter the start or ending time of a school or program in the event of hazardous weather or conditions that threaten the health and safety of students or district employees.

III. GENERAL FACTORS

Factors to be considered in the decision to close a facility or to alter the start or ending time of a school or program, include:

- A. Existing and predicted weather conditions
- B. Advice of the transportation contractors concerning driving, drivers, traffic and parking conditions affecting all transportation, public and private.
- C. Actual occurrence or imminent possibility of any emergency condition that would make programs or facilities operation difficult or dangerous.
- D. Inability of employees to report to duty, which might result in inadequate operation of district facilities, or deficient supervision or instruction of students.
- E. Discussion with neighboring school districts experiencing similar weather or emergency conditions

IV. NOTIFICATION

- A. Emergency closing, late start, and early release (“emergency closing”) procedures will be publicized each school year, and actual emergency closings will be announced through school district communication mediums and local media outlets.
- B. Whenever possible, the decision to close school for the day will be made by 5:30 a.m. and notification to students and families will occur at least two hours prior to normal K-12 school start time. In the event of a school delay or early dismissal, decisions will be made as soon as possible to provide appropriate notification to staff and families.

- C. If a student flex learning day is declared, it will be included in the communication to families, students and staff.
- D. Student and/or staff make-up days may be declared as needed.
- E. When an emergency closing occur, employees will observe the terms of their respective contracts concerning reporting for work (see Appendix I).
- F. Each school or district facility will develop a facility plan detailing procedures for facility-specific emergency closing. The facility plan will be in accordance with overall district procedures and guidelines.

V. EMERGENCY CLOSING IMPLEMENTATION

- A. Late start
 - 1. If a late start is declared (i.e. two-hour delay), staff, students, and parents should continue to monitor media reports and/or district website for additional announcements, change in status or possible closing.
 - 2. When a late start is declared:
 - a. All morning Adult Basic Education (ABE) classes are cancelled
 - b. Kids' Choice will start late, in accordance with the emergency announcement (e.g. two hours late)
 - c. Central Square Community Center/Community Education will start late, in accordance with the emergency announcement (e.g. two hours late)
 - d. All morning Early Childhood (ECSE and ECFE) and Community Preschool classes are cancelled
 - e. After-school and evening activities, including ABE, ECFE, Kids' Choice, and Central Square Community Center/Community Education activities Preschool Care will take place as scheduled.
- B. School Cancellation
 - 1. When conditions are so adverse that travel and normal school operations are most difficult, if not impossible, or other emergencies occur, the schools will be closed for the entire day.
 - 2. In general, all student and public activities in the district buildings will be cancelled when schools are closed. Exceptions are to be cleared by the Superintendent of Schools (see Appendix II).
- C. Early dismissal:
 - 1. Whenever possible, the District will avoid calling for an early dismissal that results in sending students home school early (either by bus or foot),

recognizing the additional challenge or burden such a decision can place on families.

2. If it is determined by the Superintendent of Schools that it is a prudent decision to send students home early, it will be done by the advancement of all building dismissal and bus schedules on an hourly time basis.
3. When an early dismissal is declared, the following programs are as noted:
 - a. Afternoon and evening Adult Basic Education (ABE) classes may be cancelled
 - b. Afternoon and evening ECFE and preschool programs may be cancelled
 - c. After-school Kids' Choice will be canceled



Appendix I to Policy 307

EMPLOYEE RESPONSIBILITIES AND REPORTING PROCEDURES FOR EMERGENCY SCHOOL CLOSINGS

1. SCHOOLS CLOSED: UP TO SEVEN (7) DAYS

The district may declare up to seven emergency flex learning days based on school closings; five of the possible flex learning days are reserved specifically for weather-related closings and two of the possible flex learning days are reserved for any type of school closing. Employees follow the parameters listed below:

For each of the sites/departments noted below, the district will ensure that one pre-designated administrator, clerical and custodial staff member (one from each group) will report to work:

- Secondary Building (administrator, clerical, custodial)
- Kaposia Education Center (administrator, clerical, custodial)
- Lincoln Education Center (administrator, clerical, custodial)
- SSP Ed. Center/Community Learning Center (one designee only)
- District Office (one designee only)
- Family Education Center (one designee only)
- Central Square Community Center/Community Education (one designee only)

Custodial and Maintenance Employees

Full-time employees will report to work as designated by supervisor. Full-time employees who do not report to work will use available time off or take leave without pay. Part-time employees do not report to work and are not paid, unless designated by supervisor.

Directors, Principals, Assistant Directors/Coordinators, District Support, Technology and 12-month Clerical and 12-month Student Support employees

Employees have the option to report to work, work from home, or use available time off. Employees are to obtain pre-approval from their supervisor, identifying which option they will select and the respective work plans.

Teachers

Employees have the option to report to work or work from home when an emergency flex learning day is declared. Employee who work from home must be able to meet the expectations of the flex learning plan.

Kids' Choice Paraprofessionals (12 month employees)

Employees do not report to work, but have the following options:

- Make-up time by participating in approved professional development within a designated timeframe
- Use available vacation or personal leave time
- Take leave without pay

Paraprofessionals, Clerical, Student Support and Nutrition Services employees who work less than 12-months:

Employees do not report to work, but have the following options:

- Make-up time by participating in approved professional development within a designated timeframe
- Use available vacation or personal leave time
- Take leave without pay

Building Supervisors/Instructors (Central Square Community Center/Community Ed.) Employees do not report to work and are not paid.

Substitutes

Substitute employees do not report to work and are not paid.

2. **SCHOOLS CLOSED: EIGHT (8) DAYS AND BEYOND**

Student and staff make-up days may be declared in the event of three (3) or more school closings from a combination of non-weather closings (days 1-3) or weather-related closings (days 6-8). The first two of any combination of these closing days will be declared flex learning days. When schools are closed and make-up days are necessary, employees shall follow the parameters listed below:

For each of the sites/departments noted below, the district will ensure that one pre-designated administrator, clerical and custodial staff member will report to work:

- Secondary Building (administrator, clerical, custodial)
- Kaposia Education Center (administrator, clerical, custodial)
- Lincoln Education Center (administrator, clerical, custodial)
- **SSP Ed. Center/Community Learning Center (one designee only)**
- District Office (one designee only)
- Family Education Center (one designee only)
- **Central Square Community Center/Community Education (one designee only)**

Custodial and Maintenance Employees

Full-time employees will report to work as designated by supervisor. Full-time employees who not report to work will use available time off or take leave without pay. Part-time employees do not report to work and are not paid, unless designated by supervisor.

Directors, Principals, Assistant Directors/Coordinators, District Support, Technology and 12-month Clerical and 12-month Student Support employees

Employees have the option to report to work, work from home, or use available time off. Employees are to obtain pre-approval from their supervisor, identifying which option they will select and the respective work plans.

Teachers

Employees do not report to work and will be expected to work on the designated make-up day(s) as determined by the School Board.

Kids' Choice Paraprofessionals (12 month employees)

Employees do not report to work, but have the following options:

- Make-up time by participating in approved professional development within a designated timeframe
- Use available vacation or personal leave time
- Take leave without pay

Paraprofessionals, Clerical, Student Support and Nutrition Services employees who work less than 12-months:

Employees do not report to work and will be expected to work on the designated make-up day(s) as determined by the School Board.

Building Supervisors/Instructors (Central Square Community Center/Community Ed.)
Employees do not report to work and are not paid.

Substitutes

Substitute employees do not report to work and are not paid.

3. LATE START

When a late start is called (i.e. two-hour delay), district staff are to report, unless otherwise noted below, as soon as practical and as conditions allow.

Kids' Choice Paraprofessionals (12 month employees)

Employees report as noted in the announcement (e.g. if a two-hour delay is called, then staff should report two hours later than their usual reporting time).

Building Supervisors/Instructors (Central Square Community Center/Community Ed.)
Employees report as noted in the announcement (e.g. if a two-hour delay is called, then staff should report two hours later than their usual reporting time.)



Appendix II to Policy 307

GUIDELINES FOR CANCELLING AFTER-SCHOOL ACTIVITIES

1. When the school district is closed prior to the start of the school day due to hazardous weather, all buildings are closed to activities and building use, unless otherwise designated under paragraphs 7 and 8 below. District offices and the district buildings and grounds department may need to be open to facilitate the removal of snow and ice so that school can reopen the following day.
2. When an individual school is closed due to building-related problems, a determination about after-school activities will be made with the principal, superintendent or designee, director of buildings and grounds, and the facility scheduler, as may be necessary.
3. On occasions when school is in session but weather concerns arise after school has begun, a decision must be made about activities and/or building usage scheduled after school. A decision will be made on a district-wide basis by the superintendent or designee. This decision will be made and communicated as early as possible but may not always be made by the close of the school day. Upon closure, notification will be initiated by the **director of communications Superintendent** or designee.
4. All school/building closure announcements will be posted as soon as practical on the district website, distributed via appropriate district communication channels, and sent to local media outlets.
5. For county, state or other multijurisdictional events, a separate determination will be made by the superintendent or designee.
6. Saturday and Sunday events **or activities** may also need to be cancelled due to hazardous weather or building-related problems. The superintendent or designee will make a decision on a district-wide basis. Upon closure, notification will be initiated by the **director of communications Superintendent** or designee.
7. On occasion, the superintendent, in consultation with the principal, activities director, director of buildings and grounds, facility scheduler, and/or designee may decide to hold voluntary varsity extra-curricular activities in an effort to continue with seasonal competitions. Such a decision will be made on a case-by-case basis. In the event that a decision is made to hold a practice or competition on a day in which school or other activities are canceled, coaches/advisors are prohibited from penalizing a player/participant who is not able to attend the voluntary practice or event. Communication about individual activity practices and events will be the responsibility of the activity's coach/advisor.
8. Offsite events and Minnesota High School League sponsored special events (e.g. hockey, skiing, tournaments) need special consideration because the venues have been reserved. The superintendent or designee and activities director will make a determination regarding these events. An announcement will be initiated by the **director of communications Superintendent** or designee if activities are cancelled.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, September 27, 2021

Place on Agenda: Committee of the Whole and Regular Meeting

Action Requested: Approval

Attachment: 2021 Payable 2022 Proposed Levy PowerPoint
2021 Payable 2022 Proposed Levy Summary

Topic: 2021 Payable 2022 Proposed Levy
Presenter(s): Jim Westrum, Finance Consultant for SSP
<p>Background:</p> <p>At the Committee of the Whole meeting, we will review information regarding our 2021 Payable 2022 Proposed Levy Certification. This proposed certification is for taxes payable in calendar year 2022, and is revenue for the 2022-2023 school year. We are recommending we approve the proposed levy at “maximum”. By approving the levy at “maximum”, downward adjustments are still allowed to be made as necessary.</p> <p>District administration continually reviews options for reducing our levy in certain levy categories. In addition, we will review the changes in some of the levy categories at the COW meeting.</p> <p>We are required to certify our Proposed Levy to the County Auditor by September 30, 2021. The information submitted to the County Auditor is the information used for the proposed property taxes mailed to each taxpayer in November.</p> <p>We will ask for your approval of the 2021 Payable 2022 Proposed Levy Certification at the board meeting.</p> <p>We will discuss the 2021 Payable 2022 Final Levy and allow for public input at the regular board meeting on December 13, 2021. This meeting date for the open informational session will also need to be approved at the regular September 27 board meeting.</p>
<p>Recommendation: Approval of 2021 Payable 2022 Proposed Levy</p>
<p>Alternatives: N/A</p>

**South St Paul Public Schools
Proposed Payable 2022 Levy**

PROPOSED PAY 2022 LEVY	FINAL Payable 2021	PROPOSED Payable 2022	Dollar Change	Percent Change
<u>General Fund:</u>				
Referendum	\$2,072,169	\$2,114,646	\$42,477	
Local Optional	\$2,077,591	\$2,034,218	-\$43,373	
Equity	\$442,630	\$426,629	-\$16,001	
Transition	\$98,931	\$95,584	-\$3,347	
Capital Projects Referendum	\$770,836	\$791,702	\$20,866	
Operating Capital	\$228,270	\$246,751	\$18,481	
Alternative Teacher Compensation	\$316,624	\$290,981	-\$25,643	
Achievement and Integration	\$182,542	\$180,658	-\$1,884	
Reemployment Insurance	\$30,000	\$30,000	\$0	
Safe Schools	\$122,011	\$117,884	-\$4,127	
Safe Schools Intermediate	\$50,838	\$49,118	-\$1,720	
Career and Technical	\$51,534	\$58,383	\$6,849	
Long Term Facilities Maintenance	\$729,137	\$722,991	-\$6,146	
Building/Land Lease	\$639,451	\$627,223	-\$12,228	
Capital Facilities Bonds	-\$176,190	\$178,185	\$354,375	
Adjustments/Abatements	-\$146,828	-\$248,931	-\$102,103	
Total General Fund	\$7,489,546	\$7,716,022	\$226,476	
<u>Community Service Fund:</u>				
Basic Community Education	\$157,536	\$154,720	-\$2,816	
Early Childhood Family Education	\$60,948	\$60,046	-\$902	
Home Visiting	\$1,971	\$2,245	\$274	
School Age Care - Disabled	\$300,000	\$200,000	-\$100,000	
Adjustments/Abatements	\$75,438	\$96,322	\$20,884	
Total Community Service Fund	\$595,893	\$513,333	-\$82,560	
<u>Debt Service Fund:</u>				
Initial Debt Service	\$2,958,415	\$2,944,975	-\$13,440	
Capital Facilities Bonds	\$176,190	\$178,185	\$1,995	
Reduction for Debt Excess	-\$150,000	-\$109,002	\$40,998	
Adjustments/Abatements	\$886	\$2,872	\$1,986	
Total Debt Service Fund	\$2,985,491	\$3,017,030	\$31,539	
Total All Levies	\$11,070,930	\$11,246,385	\$175,455	1.58%

Payable 2022 Proposed Levy

Jim Westrum – Finance Consultant for SSP

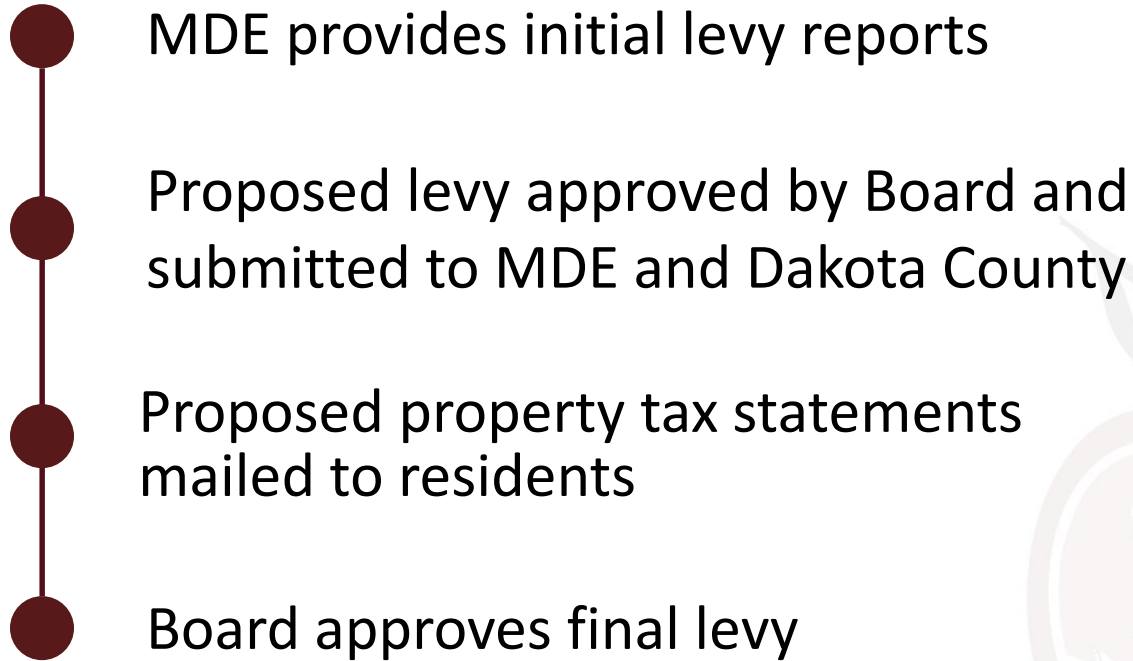
Dave Webb – SSP Superintendent

School Board Presentation

Sept. 27, 2021



Timeline

- 
- Mid-Sept.** ● MDE provides initial levy reports
 - Sept. 27** ● Proposed levy approved by Board and submitted to MDE and Dakota County
 - Mid-Nov.** ● Proposed property tax statements mailed to residents
 - Dec. 13** ● Board approves final levy

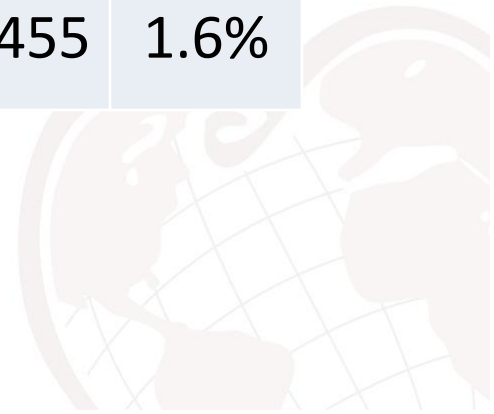
Proposed Levy

- **Sept. 27: Proposed levy approved by Board**
 - *Approve the levy at ‘maximum’*
 - *This allows adjustments to be made between proposed levy approval in Sept. and final levy approval in Dec.*



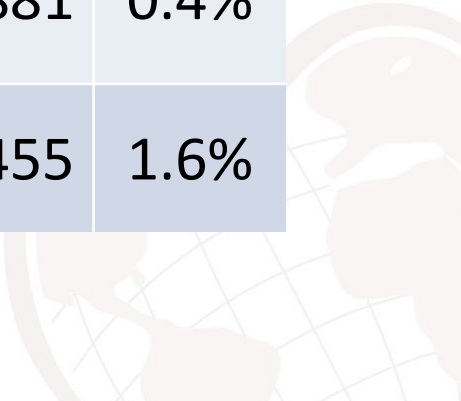
Levy Change

2021 Payable 2022 PROPOSED Levy	\$11,246,385	
2020 Payable 2021 FINAL Levy	\$11,070,930	
Change	\$175,455	1.6%



Levy Change

Category	Amount	%
MN Re-employment <i>(2020 unemployment)</i>	\$134,574	1.2%
Other and prior year adjustments	\$40,881	0.4%
TOTAL	\$175,455	1.6%



Next Steps

Sept. 27 ● Proposed levy approved by Board

Sept. 30 ● Proposed levy submitted to MDE and Dakota County

Mid-Nov. ● Proposed property tax statements mailed to residents

Dec. 13 ● Board approves final levy





SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: September 27, 2021

Place on Agenda: Committee-of-the-Whole

Action Requested: None. Discussion Only.

Attachment: None

Topic: Committee Updates
Presenter(s): School Board Members
Background: School Board members will provide an update for the following committees that they serve on: <ul style="list-style-type: none">• District 917• Association for Metropolitan School Districts (AMSD)• Community Education• SSP Educational Foundation• Equity Alliance MN• Finance, Facilities and Long-Range Planning• SSP Open Foundation• District Policy• District Community Engagement and Public Relations• District Superintendent/Executive
Recommendation: N/A
Alternatives: N/A



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: September 27, 2021

Place on Agenda: Committee-of-the-Whole

Action Requested: None at this time

Attachment: 2-Year Board Agenda

Topic: 2-Year Board Agenda
Presenter(s): Linda Diaz, School Board Chair and Superintendent Dave Webb
Background: <p>As a result of the District's Strategic Plan process, the Board of Education developed a 2-Year Board Agenda that guides their work over a two-year period. The Board's recent training with Dennis Cheesebrow reinforced the need to look ahead, set goals and provide ample time to get full School Board input on the vision for the next couple of years.</p> <p>While there isn't the amount of time necessary to complete the kind of full engagement with this document on Monday, the Board and administration will begin a conversation about how and when to hold a longer, deeper discussion of the highest priorities for the school district.</p>
Recommendation: <p>To continue developing and working on items from the 2-Year Board Agenda.</p>
Alternatives: <p>N/A</p>



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	2021 – 22 SY
Board Self-Governance	<ul style="list-style-type: none"> ● Review and Set Board 2-Year Agenda (June/ongoing) ● Review, School Board Handbook (January/February) ● Recruit candidates for BoE election ● Training with Dennis Cheesebrow for Development of Board Best Practices in Governance (Quarterly) ● School Board Reorganization (December/January) ● Board/officer transition planning (December) ● 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
2022-23 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

TRA - Teachers Retirement Association

WBWF - World's Best Workforce