



South St. Paul School Board Meeting
 Monday, September 27, 2021 6:00 PM
 Location: CITY HALL
 125 THIRD AVENUE NORTH
 South St Paul, Minnesota 55075

Agenda

I.	ROLL CALL and PLEDGE OF ALLEGIANCE	
II.	APPROVAL OF MEETING AGENDA/MINUTES	
	A. School Board Meeting Agenda, September 27, 2021	
	B. Committee-of-the-Whole Meeting Minutes, September 13, 2021	3
	C. School Board Meeting Minutes, September 13, 2021	4
	D. School Board Work Session, September 20, 2021	6
III.	QUALITY-IN-ACTION and REPORTS	
	A. Quality-in-Action: Principals will share highlights from the start of the school year. (C. Ochocki, R. O'Reilly, L. Bourg, T. Bretoi and T. Starkman)	7
	B. Report: Chair Linda Diaz will highlight the Public Listening Session submissions. (L. Diaz)	8
	C. Report: Superintendent Webb will provide highlights from around the District. (D. Webb)	9
IV.	CONSENT ITEMS	
	A. Financial Claims: Bills Payable (D. Webb)	10
	B. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves (D. Webb)	16
V.	POLICY REVIEW	
	A. Approval, of Emergency Closing of Schools Policy #307 (D. Webb)	21
VI.	BUSINESS ITEMS	
	A. Approval, for the South St. Paul School Board to approve the Acceptance of Gifts Resolution. (D. Webb)	29

- B. Approval, for South St. Paul Public Schools to sign onto the Joint Powers Agreement with the West Metro School Districts for Network Collaboration. (P. Brashear) 31

- C. Approval, for the South St. Paul School Board to approve certifying the 2021 Payable 2022 Proposed Property Tax Levy to the maximum and declare Monday, December 13, 2021 at 6:00 PM in the City Hall Council Chambers, 125 Third Avenue North, as the official public hearing to certify the 2021 Payable 2022 Final Property Tax Levy. (D. Webb) 37

VII. INFORMATIONAL ITEMS

- A. **Board Members' Reports/Committee Updates/Where Have You Seen a Passion:** Board members will report on recent educational activities/events in which they have participated as well as other informational items.

VIII. CLOSED SESSION

- A. Closed Session per the Open Meeting Law (Minn. Stat. § 13D) (C. Miller)
B. Adjourn the Closed Session

IX. SUPPLEMENTAL AGENDA

X. ADJOURNMENT

**South St. Paul School Board
Committee-of-the-Whole Meeting Minutes**

September 13, 2021

Chair Linda Diaz called the September 13, 2021, meeting of the Committee-of-the-Whole to order at 5:00 PM with seven Board members present: Inspector Arend, Diaz, Felton, Laliberte, Raasch, Walker and Weber. Others present included Superintendent of Schools Dave Webb and several other staff members.

2021-22 Board Member Employment as a Substitute

Human Resource Director Cathy Miller shared that per MN Statute 123B.195, School Board members may be employed by the school district as an employee as long as the amount earned does not exceed \$8,000 in a fiscal year. A resolution will go before the School Board this evening, to approve Wendy Felton as a substitute in a classified position.

MDHR Semi-Annual Report

Early Learning and Equity Director Connie Garling-Squire provided an overview of the district's three-year work with the Minnesota Department of Human Rights (MDHR) in making the SSPPS behavior and discipline systems more equitable. SSPPS will continue their work in encouraging an equitable learning environment of mutual respect and problem solving among students and staff.

Committee Updates

Board members provided updates to the various committees in which they serve.

The September 13, 2021, committee-of-the-whole meeting adjourned at 5:47 PM.

Respectfully submitted by:

Lisa Brandecker, Acting Secretary-Clerk
South St. Paul Board of Education



SOUTH ST. PAUL PUBLIC SCHOOLS Special School District No. 6

SEPTEMBER 13, 2021

The regular meeting of the School Board, Special School District No. 6, South St. Paul, was held in the city hall council chambers on Monday, September 13, 2021. Chair Linda Diaz called the meeting to order at 6:00 PM with seven Board members present: Inspectors Arend, Diaz, Felton, Laliberte, Raasch Walker and Weber. Superintendent Dave Webb as well as several staff, students and community members were also present.

By Inspector Weber

Seconded by Inspector Raasch

That the South St. Paul School Board approves the September 13, 2021, School Board meeting agenda and minutes for the following meetings:

- A. School Board Meeting Agenda, September 13, 2021
- B. Committee-of-the-Whole Meeting Minutes, August 23, 2021
- C. Regular Meeting Minutes, August 23, 2021
- D. Special School Board Meeting Minutes, August 17, 2021
- E. Special School Board Meeting Minutes, September 3, 2021

Motion carried (7-0)

QUALITY-IN-ACTION AND REPORTS

Quality-in-Action – Middle School Principal Leah Bourg, Teachers/WEB Program Leaders Mark Westpfahl and Tiffany Brian along with several 8th grade student leaders shared highlights from their 2021-22 Where Everybody Belongs (WEB) program. The WEB program works at developing student leaders to help create connections with incoming 6th grade students so they feel safe, connected, and informed as they transition to a new school building. The WEB program creates connections among students to build a strong, welcoming community through team bonding activities.

Public Listening Session Report – Chair Diaz highlighted two public listening session submissions regarding masking requirements and COVID testing as well as the Packer Plus: What I Need Wednesdays schedule at SSP High School.

Superintendent's Update – Superintendent Webb provided highlights from around the district.

By Inspector Felton

Seconded by Inspector Laliberte

- A. Financial Claims—Bills Payable
- B. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves.
- C. Supplemental Staffing Report

Motion carried (7-0)

By Inspector Walker

Seconded by Inspector Weber

Approval, for the South St. Paul School Board to approve the revisions to Wellness Policy #534 and abolish the Central Square Vacancies Policy #214.1.

Motion carried (7-0)

By Inspector Laliberte
Approval, for the South St. Paul School Board to approve the Resolution of Employment of the Board Member as a Substitute in a Classified Position.

Seconded by Inspector Raasch

Motion carried 6 yeas – Laliberte, Arend, Walker, Raasch, Weber and Diaz

0 nays

Inspector Felton abstained.

School Board members reported on various educational activities/events in which they have participated as well as other informational items.

By Inspector Raasch
Approval, for the South St. Paul School Board to move to a closed session at 6:28 PM per the open meeting law (Minn. Stat. § 13D) for the purpose of a negotiations update.

Seconded by Inspector Weber

Motion carried (7-0)

Members present: Inspectors Arend, Felton, Walker, Raasch, Weber, Laliberte and Diaz as well as Superintendent Dave Webb and Human Resource Director Cathy Miller.

By Inspector Weber
Approval, for the South St. Paul School Board to adjourn the September 13, 2021, closed session and open the meeting at 7:44 PM.

Seconded by Inspector Arend

Motion carried (7-0)

By Inspector Weber
Approval, for the South St. Paul School Board to adjourn the September 13, 2021, meeting at 7:44 PM

Seconded by Inspector Arend

Motion carried (7-0)

Official Board Minutes are available in the District
Office at 104 – 5th Ave. So. – So. St. Paul

Respectfully Submitted by:

Lisa Brandecker, Acting Secretary-Clerk
Board of Education



SOUTH ST. PAUL PUBLIC SCHOOLS
Special School District No. 6

SEPTEMBER 20, 2021

A work session of the School Board for Special School District No. 6, South St. Paul, was held in the District Office Conference Room on Monday, September 20, 2021. Chair Linda Diaz called the meeting to order at 5:00 PM with seven Board members present: Inspectors Arend, Diaz, Felton, Laliberte, Raasch, Weber and Walker. Superintendent Dave Webb and consultant Dennis Cheesebrow from TeamWorks International were also present.

Board members participated in development training on governance strategies and reviewed various scenarios for public participation and engagement. Dennis Cheesebrow from TeamWorks International facilitated the training. Board members also reviewed the School Board Member Handbook, a tool that highlights many of the governance strategies presented.

Official Board Minutes are available in the District
Office at 104 – 5th Ave. So. – So. St. Paul

Respectfully Submitted by:

Dave Webb, Superintendent



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: September 27, 2021

Place on Agenda: Regular Meeting: Quality-in-Action and Reports

Action Requested: None

Attachment: None

Topic: Quality-in-Action
Presenter(s): C. Ochocki, R. O'Reilly, L. Bourg, T. Bretoi, and T. Starkman
Background: Principals will share highlights from the start of the 2021-22 school year.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: September 27, 2021

Place on Agenda: Regular Meeting Reports

Action Requested: None

Attachment: None

Topic: School Board Listening Session Report

Presenter(s): Board Chair Linda Diaz

Background:

The South St. Paul School Board provides the following opportunities for community members to address the board:

- **In-Person** on the first meeting date of each month according to the schedule listed on the [district's website](#). Public listening sessions are held at City Hall (125 - 3rd Avenue North) beginning at 4:15 PM in the second floor conference room.
- **Electronic form submissions** are accepted on all meeting dates listed on the [district's website](#). Click [here](#) to submit a Public Listening Session comment.
 - Form submissions will be acknowledged by Board Chair and/or Superintendent on-air during the regular business meeting. The Board Chair and/or Superintendent will also follow-up personally with the individuals submitting a Public Listening Session form.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: September 27, 2021

Place on Agenda: Reports

Action Requested: None

Attachment: None

Topic: Superintendent's Update
Presenter(s): Superintendent Dave Webb
Background: Superintendent Dave Webb will provide highlights from around the District.
Recommendation: N/A
Alternatives: N/A



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: September 27, 2021

Place on Agenda: Consent Items

Action Requested: Approval

Attachment: Financials – Bills Payable

Topic: Financials – Bills Payable
Presenter(s): Chair
Background: It is the policy of the school district to maintain its records so that they will be available for inspection by members of the general public and to provide for the publication of its official proceedings in compliance with law.
Recommendation: Approve financial statement
Alternatives: N/A

CHECK NUMBER	AMOUNT	CHECK DATE	VENDOR
197636	454.57	09/15/2021	LOCAL #70
197637	1,040.00	09/15/2021	MINNESOTA CHILD SUPP
197638	318.00	09/15/2021	OFFICE AND PROF EMPL
197639	179.57	09/15/2021	RIVERVIEW LAW OFFICE
197640	5.00	09/15/2021	SOUTH ST PAUL OPEN F
197641	151.00	09/15/2021	SOUTH ST PAUL EDUCAT
197643	1,126.41	09/16/2021	ALLSTREAM
197644	1,383.70	09/16/2021	AMAZON CAPITAL SERVI
197645	4,489.90	09/16/2021	ARVIG
197646	40.24	09/16/2021	BLICK ART MATERIALS
197647	33.35	09/16/2021	BRODERICK, MICHELLE
197648	587.49	09/16/2021	CATALYST SOURCING SO
197649	2,278.19	09/16/2021	CITY OF SOUTH ST PAU
197650	16,640.00	09/16/2021	CREATIVELY FOCUSED
197651	103.88	09/16/2021	CULLIGAN-MILBERT COM
197652	390.14	09/16/2021	DISCOUNT SCHOOL SUPP
197653	77.00	09/16/2021	ELLERO, JEFFREY
197654	23.00	09/16/2021	ELLERBUSCH, STACY
197655	3,945.02	09/16/2021	FOLLETT SCHOOL SOLUT
197656	71.00	09/16/2021	GAROFOLO, JOEL
197657	239.25	09/16/2021	GENERAL PARTS INC
197658	879.35	09/16/2021	HASTINGS CREAMERY, L
197659	720.00	09/16/2021	HEART START
197660	32.00	09/16/2021	HOGAN, STEPHANIE
197661	2,686.41	09/16/2021	HOUSE OF PRINT
197662	4,614.30	09/16/2021	IND SCHOOL DISTRICT
197663	4,708.00	09/16/2021	IXL LEARNING
197664	14.98	09/16/2021	LAKESHORE LEARNING M
197665	19,900.00	09/16/2021	MALLOY, MONTAGUE, KA
197666	77.00	09/16/2021	MARTINI, JENNIFER
197667	110.00	09/16/2021	MCDERMOTT, MARTY
197668	50.00	09/16/2021	MESSICCI, KAREN
197669	3,798.32	09/16/2021	MUSKEGON HEIGHTS SOL
197670	187.50	09/16/2021	NATURE CALLS
197671	317.26	09/16/2021	NCS PEARSON EDUCATIO
197672	348.00	09/16/2021	PITNEY BOWES, INC
197673	446.13	09/16/2021	PLUNKETT'S PEST CONT
197674	4,821.05	09/16/2021	PRESIDIO NETWORKED S
197675	2,018.50	09/16/2021	PURCHASE POWER
197676	1,619.92	09/16/2021	RUPP, ANDERSON, SQUI
197677	329.67	09/16/2021	SCHOLASTIC INC
197678	25.35	09/16/2021	SEIVERT, MALISSA
197679	27,192.00	09/16/2021	SHI INTERNATIONAL CO
197680	110.00	09/16/2021	SPECIAL SCHOOL DISTR
197681	1,953.66	09/16/2021	T-MOBILE
197682	71.00	09/16/2021	TARPINIAN, JASON
197683	920.30	09/16/2021	TEXTBOOK WAREHOUSE
197684	71.00	09/16/2021	TINUCCI, SAMANTHA
197685	128.30	09/16/2021	ULINE
197686	160.18	09/16/2021	UNITED REFRIGERATION
197687	19,766.12	09/16/2021	UPPER LAKES FOODS
197688	2,189.09	09/16/2021	WILLIAM H SADLER, IN
197689	408.00	09/16/2021	WOW FACTOR SPORTS
197690	4,841.09	09/16/2021	XCEL ENERGY
197691	72.90	09/23/2021	ACE HARDWARE & PAINT
197692	647.00	09/23/2021	ADWEAR SPECIALTIES,

<u>CHECK NUMBER</u>	<u>AMOUNT</u>	<u>CHECK DATE</u>	<u>VENDOR</u>
197693	244.66	09/23/2021	AMAZON CAPITAL SERVI
197694	213.80	09/23/2021	AMERICAN FLAGPOLE &
197695	1,638.00	09/23/2021	BARTLEY SALES CO, IN
197696	25.00	09/23/2021	BRAITHWAITE, CHARLES
197697	445.00	09/23/2021	BRIDGEPOINT GLASS
197698	25.00	09/23/2021	BROTZLER, LINDSEY
197699	60.00	09/23/2021	BUTLER, NICHOLAS
197700	80.00	09/23/2021	CARLSON, JEREMY
197701	23.00	09/23/2021	CENTRAL TURF & IRRIG
197702	4,280.00	09/23/2021	CESO FINANCE, LLC
197703	42.45	09/23/2021	CONTRERAS, SHIANA
197704	487.00	09/23/2021	DAKOTA GLASS & GLAZI
197705	17,787.00	09/23/2021	DAKOTA UNLIMITED
197706	100.00	09/23/2021	DEWALD, RINA
197707	2,527.00	09/23/2021	EGAN
197708	92.00	09/23/2021	FAISON, JOHN
197709	7,239.52	09/23/2021	FIELD ENVIROMENTAL C
197710	4,000.00	09/23/2021	FIRST
197711	36.86	09/23/2021	FIRST SUPPLY LLC
197712	29.12	09/23/2021	FRATTALONE'S DAWNWAY
197713	350.00	09/23/2021	GENCK, JONATHON
197714	97.43	09/23/2021	GENERAL PARTS INC
197715	506.30	09/23/2021	GERTEN GREENHOUSES &
197716	588.85	09/23/2021	GRAINGER, INC
197717	30.00	09/23/2021	GRIFFIN, COLM
197718	312.00	09/23/2021	GROTH MUSIC CO
197719	35,055.51	09/23/2021	HILLER COMMERCIAL FL
197720	967.41	09/23/2021	HORIZON COMMERCIAL P
197721	1,026.00	09/23/2021	INNOVATIVE SURFACES
197722	208.71	09/23/2021	INTERMEDIATE DISTRIC
197723	10,981.00	09/23/2021	JB OFFICEWORKS, LLC
197724	53.00	09/23/2021	JOHNSON, THOMAS
197725	149.95	09/23/2021	JOSTENS
197726	127.00	09/23/2021	KILEN, KIP
197727	87.00	09/23/2021	KNIGHT, MARTY
197728	2,099.00	09/23/2021	LINDENMEYR MUNROE
197729	92.00	09/23/2021	LINDER, ROBERT
197730	92.00	09/23/2021	LIVINGSTON, TYLER
197731	92.00	09/23/2021	LOVAS, MICHAEL
197732	300.00	09/23/2021	MATHIAS DIE COMPANY
197733	5,237.00	09/23/2021	THE MINNESOTA CHEMIC
197734	160.00	09/23/2021	MN DEPT OF LABOR & I
197735	127.00	09/23/2021	MOORE, JAY
197736	11,237.76	09/23/2021	NASSEFF MECHANICAL C
197737	3,275.92	09/23/2021	NELCO
197738	4,143.16	09/23/2021	NITTI SANITATION
197739	29.50	09/23/2021	OLSON, NANCY
197740	92.00	09/23/2021	PATTERSON, JAMES
197741	530.15	09/23/2021	PETERSON BROS. ROOFI
197742	1,200.00	09/23/2021	RIOPEL, CY
197743	12,303.15	09/23/2021	RUPP, ANDERSON, SQUI
197744	3,956.78	09/23/2021	SAFEWAY WISCONSIN, I
197745	1,431.24	09/23/2021	SCAN AIR FILTER
197746	48.85	09/23/2021	SCHOOL SPECIALTY, LL
197747	80.00	09/23/2021	SCOTT, RYAN
197748	2,004.16	09/23/2021	SPRIGGS PLUMBING & H

CHECK NUMBER	AMOUNT	CHECK DATE	VENDOR
197749	366.89	09/23/2021	STATE SUPPLY COMPANY
197750	150.00	09/23/2021	STICHA, LORI
197751	80.00	09/23/2021	STRACK, GEOFFREY
197752	78.02	09/23/2021	SUPREME SCHOOL SUPPL
197753	2,143.15	09/23/2021	TEACHERS ON CALL
197754	2,160.00	09/23/2021	TEXTHELP
197755	887.11	09/23/2021	TRANE PARTS CENTER
197756	3,072.19	09/23/2021	TRIO SUPPLY CO
197757	960.34	09/23/2021	TWIN CITY JANITOR SU
197758	23,282.30	09/23/2021	UPPER LAKES FOODS
197759	127.00	09/23/2021	VANG, TOUA
197760	50.00	09/23/2021	VITAL, JENNIFER
197761	160.00	09/23/2021	WALLACE RADIO SYNDIC
197762	3,540.00	09/23/2021	WINDSCAPES
202100079	42,552.38	09/15/2021	MINNESOTA PAYROLL TA
202100080	255,519.48	09/15/2021	FEDERAL PAYROLL TAXE
202100081	36,933.91	09/15/2021	PERA
202100082	56,901.79	09/15/2021	TSA/ACH DEDUCTION
202100083	129,307.52	09/15/2021	TEACHER RETIREMENT A
202100084	0.00	09/15/2021	MINNESOTA PAYROLL TA
202100085	0.00	09/15/2021	FEDERAL PAYROLL TAXE
202100086	-193.63	09/15/2021	MINNESOTA PAYROLL TA
202100087	-1,299.46	09/15/2021	FEDERAL PAYROLL TAXE
202100088	-208.34	09/15/2021	TSA/ACH DEDUCTION
202100089	-821.80	09/15/2021	TEACHER RETIREMENT A
202100090	190.80	09/15/2021	MINNESOTA PAYROLL TA
202100091	1,283.41	09/15/2021	FEDERAL PAYROLL TAXE
202100092	208.34	09/15/2021	TSA/ACH DEDUCTION
202100093	814.68	09/15/2021	TEACHER RETIREMENT A
202100094	0.00	09/15/2021	MINNESOTA PAYROLL TA
202100095	40.54	09/15/2021	FEDERAL PAYROLL TAXE
202100096	37.09	09/15/2021	PERA
212200032	38.94	09/13/2021	ANDERSON, BENJAMIN
212200033	270.00	09/13/2021	ANDERSON, CONRAD
212200034	262.35	09/13/2021	BRANDECKER, LISA
212200035	156.32	09/13/2021	BRETOI, TERRENCE
212200036	98.50	09/13/2021	COLATO MIRA, CLAUDIA
212200037	32.12	09/13/2021	DVORAK, DANA
212200038	274.51	09/13/2021	EDLEFSEN, DEANNE
212200039	97.71	09/13/2021	FLORES, MARTA
212200040	79.92	09/13/2021	GANJE, KAYLA
212200041	234.00	09/13/2021	GORMAN, LISA
212200042	250.51	09/13/2021	HOLSEN, ERIC
212200043	229.56	09/13/2021	MCKIBBEN, KORI
212200044	120.00	09/13/2021	OLSON, LUKE
212200045	25.98	09/13/2021	PATET, MICHELLE
212200046	50.00	09/13/2021	ROESKE, ERIN
212200047	158.05	09/13/2021	SHANNON, JODY
212200048	208.93	09/13/2021	TUCCITTO, SANDRA

839,169.44 Totals for checks

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL	498,002.64	0.00	147,694.83	645,697.47
02	FOOD SERVICE	1,997.32	0.00	48,329.40	50,326.72
04	COMMUNITY EDUCATION	24,114.97	150.00	7,499.37	31,764.34
05	CAPITAL	0.00	0.00	109,506.61	109,506.61
50	ACTIVITY ACCOUNT	1,874.30	0.00	0.00	1,874.30
***	Fund Summary Totals ***	525,989.23	150.00	313,030.21	839,169.44

***** End of report *****

CHECKRUNS

<u>FUND</u>	<u>DESCRIPTION</u>	<u>September 10, 2021 - September 23, 2021</u>
1	GENERAL	\$645,697.47
2	FOOD SERVICE	\$50,326.72
4	COMMUNITY EDUCATION	\$31,764.34
5	CAPITAL	\$109,506.61
6	CONSTRUCTION	\$0.00
7	DEBT SERVICE	\$0.00
47	OPEB	\$0.00
50	ACTIVITY ACCOUNTS	\$1,874.30
	TOTAL	<u>\$839,169.44</u>

Check 197636 - 197762

Employee ACH 212200032-2122000048

Wire Payments 202100079 - 202100096

PAYROLL

9/15/21

Payroll Direct Deposit	900069051 - 900069512	\$741,458.08
Checks		



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: September 27, 2021

Place on Agenda: Consent Items

Action Requested: Approval

Attachment: Staffing

Topic: Staffing
Presenter(s): Chair
Background: The staffing report includes the Appointments, Resignations, Transfers, Retirements, Abolishments and Leaves being recommended to the School Board for approval.
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.

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

9-27-21

Certified

A. Appointments/Reassignments

1. Kari Aanenson – Instructional overload (Humanities), High School, effective September 8, 2021, through December 2, 2021.
2. Lindsey McNown – Instructional overload (Art), High School, effective September 8, 2021, through December 2, 2021.
3. Faith Purvey – Instructional overload (Art), High School, effective September 8, 2021, through December 2, 2021.

Additional Assignment – Lunchroom Supervisor (hourly rate of pay)

<u>CLC</u>	<u>Middle School</u>
Jessica Peterson	Claire Troxel
Jessica Kohanek – Substitute	
Ben Peake – Substitute	
John Skog - Substitute	

2021-22 After School Credit Recovery (\$31.50 per hour)

Christopher Marquis

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

Middle School
Tiffany Brian
Josh Palmquist

2021-22 ECA

VOLLEYBALL

Varsity & Sophomore Coach	Valencia Edwards, Mari*	\$3,668
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MUSIC

Show Choir Choreographer	Myatt, J. Dalton**	\$892
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ACADEMICS/OTHER

Lego League – Jr. High (6)	Rivera, Ricardo	\$1,224
WEB Advisor	Brian, Tiffany	\$1,760
WEB Advisor	Grefe, Tyne	\$1,760
WEB Advisor	Korenchen, Charles	\$1,760
WEB Advisor	Schultz, Meghan	\$1,760
WEB Advisor	Westphal, Mark	\$1,760
Affinity Group – CDLU	Sosa, Juan	\$4,027

* indicates a non-district employee

** indicates a returning non-district employee

B. Resignations/Retirements/Leaves/Reductions/Other

1. Kelsey MacQueen – Rescind, Site Solutions Team, Middle School, effective September 10, 2021.
2. Robert Peterfeso – Rescind, Site Solutions Team, Middle School, effective September 10, 2021.

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

9-27-21

Classified

A. Appointments/Reassignments

1. Clarissa Belmares – Student Supervisor, Kaposia Education Center, \$16.13 per hour, 17.5 hours per week, effective September 20, 2021.
2. Charlene Coleman – Part-Time Cleaner, Secondary Building, \$17.33 per hour, 20 hours per week, effective September 22, 2021.
3. Jessuly Galendez – Special Education Assistant, Lincoln Center, \$19.37 per hour, 32.5 hours per week, effective October 4, 2021.
4. Rachael Hundley – Student Supervisor, Lincoln Center, \$16.13 per hour, 17.5 hours per week, effective October 4, 2021.
5. Zachary Kezer – Office Assistant (Classification III), Secondary Building, \$22.08 per hour, 40 hours per week, effective September 15, 2021.
6. Carrilina Lofton-Reason – Nutrition Services Assistant, Secondary Building, \$16.55 per hour, 20 hours per week, effective September 20, 2021.
7. Min-Szu Market – Student Supervisor, Lincoln Center, \$16.13 per hour, 17.5 hours per week, effective September 23, 2021.
8. Jesse Martinez – Special Education Assistant, Middle School, \$19.37 per hour, 32.5 hours per week, effective September 20, 2021.
9. Nicole Moen – Nutrition Assistant, Secondary Building, \$16.55 per hour, 20 hours per week, effective September 20, 2021.
10. Araya Oase – Part-Time Cleaner, Lincoln Center, \$17.33 per hour, 20 hours per week, effective September 22, 2021.
11. Hunter Seaberg – 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, effective October 4, 2021, through June 8, 2022. (recall)
12. Yvette Vanderbilt – Part-Time Cleaner, Lincoln Center, \$17.33 per hour, 20 hours per week, effective September 22, 2021.
13. Ashley Young – Student Supervisor, Lincoln Center, \$16.13 per hour, 17.5 hours per week, effective September 23, 2021.

Change of Assignment – Effective September 15, 2021

Jenna Hart – Change from Office Assistant (Classification III) to Student Services Administrative Assistant (Classification V)

Additional Hours – Special Education Services (effective through May 20, 2022)

(\$19.37 per hour; up to 5 hours)

Chrys Andrae	Dawne Green	Tina Monsrud
Linda Bachman	Patrick Griffith	Amanda Orchard
Sarah Beeler	Chris Gustafson	Tracy Ritter
Samantha Blackbird	Tammy Hingst	Gabrielle Salais
Pat Bookler	Diane Hirschey	Maria Schmit
Nicole Boudreau	Bria Iliff	Joanne Schneider
Erin Callinan	Jodi Johnson	Jamie Shepard
Shelly Crotty	Krista Kandt	Stephanie Simones
Liza Cuchna	Ty Kier	Linda Stein
Ben Elliot	Marietta Kvilhaug	Joanne Stickler
Lori Engh	Mary Larson	Kimberly Sutherland
Elizabeth Esser	Sydney Latterell	Gina Trcka
John Fischer	Holly Marchio	Colleen Wojnar
Noel Giesbrecht	Jesse Martinez	Joanne Woods
Amber Gay		

Additional Hours – Bus Duty (effective for the 2021-22 school year)

(\$19.37 per hour; up to 1 hour per day)

Sarah Beeler	Patrick Griffith
Patrick Bookler	Chris Gustafson
Shelly Crotty	Jodi Johnson
Liza Cuchna	Sydney Latterell
Ben Elliott	Holly Marchio
Lori Engh	Jesse Martinez
Jessuly Galindez	Amanda Orchard
Noel Giesbrecht	

B. Resignations/Retirements/Leaves/Reductions/Other

1. Abraham Mendez Robles – Resignation, Part-Time Cleaner, Secondary Building, effective September 22, 2021.
2. Nicole Trevino – Leave of absence, Part-Time Cleaner, Kaposia Education Center, effective September 7, 2021, through approximately November 1, 2021.



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: September 27, 2021

Place on Agenda: Regular Agenda/Business Items

Action Requested: Approval

Attachment: Acceptance of Gifts Resolution

Topic: Acceptance of Gifts
Presenter(s): Superintendent Dave Webb
Background: Per school board policy, the School Board may receive and accept, for the benefit of the school district, bequests, donations or gifts for any proper purpose. All gifts received by the District must comply with applicable fire codes, health guidelines, and safety regulations (i.e. furniture, technology, and appliances). Gifts may only be accepted by the adoption of a resolution approved by two-thirds of its members.
Recommendation: Administration recommends the approval of the Acceptance of Gifts Resolution.
Alternatives: Do not approve the Acceptance of Gifts Resolution and direct administration with next steps.



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

**ACCEPTANCE OF GIFTS
 RESOLUTION**

Board Meeting Date: **September 27, 2021**

Member _____ introduced the following resolution and moved its adoption:

Be it Resolved, that the School Board of South St. Paul Public Schools, Special School District No 6, accept the following donations as indicated in the detailed background listed below:

MONETARY

Donation Amount	Designated To	Donation From	Purpose
\$425	Theater	SSP Lions	Tools
\$2,000	SSP Secondary	Kopp Family Foundation	Random Acts of Kindness

VALUE IN KIND

Donation Item	Designated To	Donation From	Purpose

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:

Whereupon said resolution was declared duly passed and adopted

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: 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

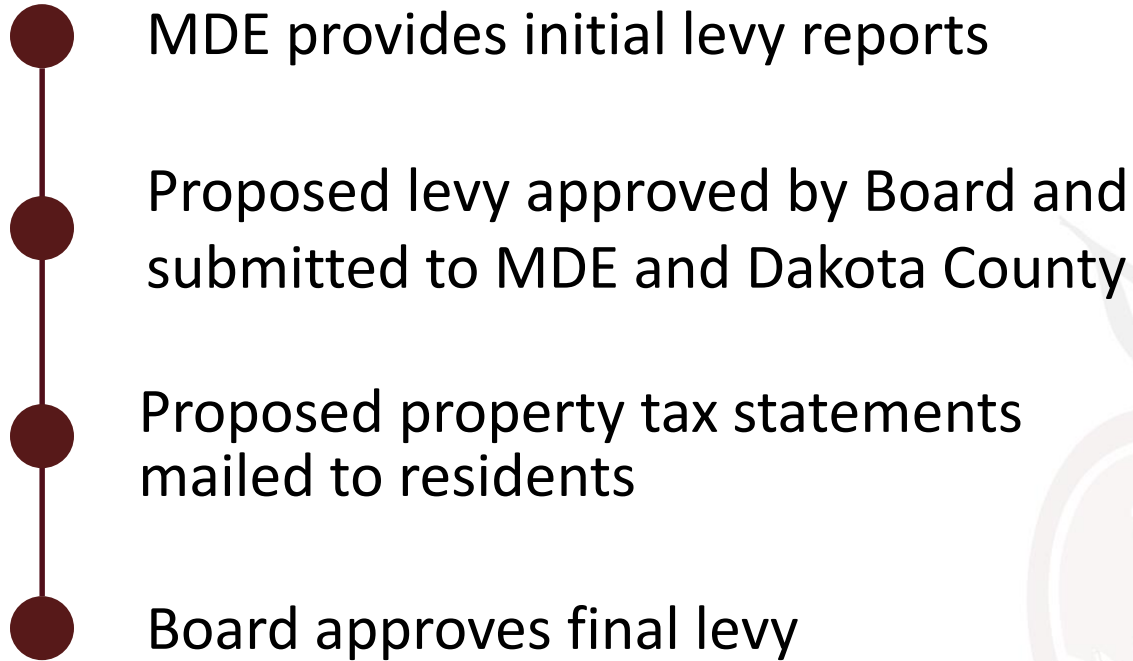
Dave Webb – SSP Superintendent

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

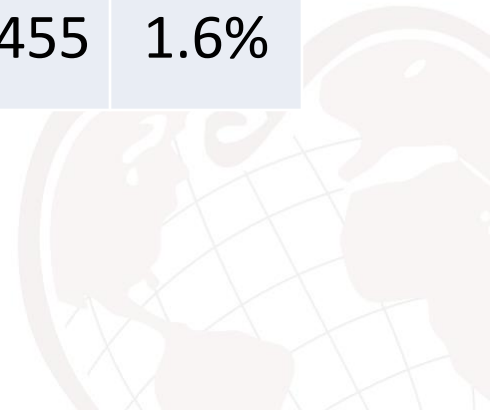
Proposed Levy

- **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.*



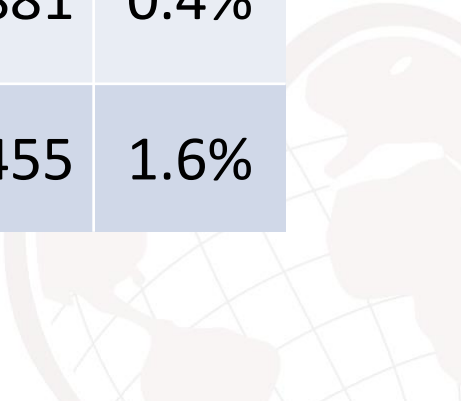
Levy Change

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

