



South St. Paul School Board - Committee-of-the-Whole  
Monday, January 24, 2022 5:00 PM  
Location: CITY HALL  
125 THIRD AVENUE NORTH  
South St Paul, Minnesota 55075

## **Agenda**

I.	<b>5:00 - 5:25 PM HIGH SCHOOL UPDATE (C. Ochocki)</b>	
A.	Packer Plus: What I Need (WIN) Wednesdays Update	2
II.	<b>5:25 - 5:40 PM FINANCE (B. Hoffman)</b>	
A.	Budet Revisions	3
B.	Enrollment Update	14
III.	<b>5:40 PM SCHOOL BOARD</b>	
A.	Committee Updates (Board)	26
	<ul style="list-style-type: none"><li>• District 917</li><li>• AMSD</li><li>• Community Education</li><li>• Educational Foundation</li><li>• Equity Alliance</li><li>• Finance, Facilities and Long-Range Planning</li><li>• Policy</li><li>• Public Relations/Community Engagement</li><li>• SSP Open Foundation</li><li>• Superintendent Executive</li></ul>	
B.		
C.	Other Items Deemed Necessary by the School Board	



## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** January 24, 2022

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

**Action Requested:** None

**Attachment:** None.

<b>Topic:</b> Packer Plus: "What I Need" Wednesday Program Pilot Update
<b>Presenter(s):</b> Chair
<b>Background:</b>  On Monday evening, High School Principal Chuck Ochocki will be in attendance to share updates with the board on the Packer Plus: "What I Need" Wednesday program pilot. Principal Ochocki will provide an overview of the program, provide data updates on the results of our students for trimester 1 and will share changes, based on stakeholder feedback, that were made in the program for trimester 2.
<b>Recommendation:</b>  N/A
<b>Alternatives:</b>  N/A



## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** Monday, January 24, 2022

**Place on Agenda:** COW and Regular Meeting

**Action Requested:** Approval

**Attachment:** 1<sup>st</sup> Budget Revisions – 2021-22 Budget  
Budget Revisions Power Point

**Topic:** 1<sup>st</sup> Budget Revisions – 2021-22 Budget

**Presenter(s):** Brady Hoffman, Finance Director

**Background:**

The board packet includes two pages that incorporate the proposed 1st budget revisions.

While all funds are listed, the only proposed budget adjustments at this time are for the general fund and the debt service fund. These revisions are a result of prior year audit results, enrollment, and updated assumptions for revenues and expenditures.

**Recommendation:** Approval

**Alternatives:** N/A

South St Paul Public Schools  
2021-22 Budget Summary

	Original Budget June 28, 2021		Revised Budget #1 January 24, 2022		CHANGE	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>GENERAL FUND</b>	44,514,664	44,709,829	45,138,287	45,319,924	623,623	610,095
<b>FOOD SERVICE FUND</b>	2,094,100	1,988,646	2,094,100	1,988,646	0	0
<b>COMMUNITY ED FUND</b>	2,006,364	1,967,805	2,006,364	1,967,805	0	0
<b>DEBT SERVICE FUND</b>	<u>2,985,491</u>	<u>2,991,338</u>	<u>17,772,535</u>	<u>17,778,224</u>	<u>14,787,044</u>	<u>14,786,886</u>
<b>TOTAL BUDGET AMOUNT</b>	<u><b>51,600,619</b></u>	<u><b>51,657,618</b></u>	<u><b>67,011,286</b></u>	<u><b>67,054,599</b></u>	<u><b>15,410,667</b></u>	<u><b>15,396,981</b></u>

**South St Paul Public Schools  
1st Budget Revision Details**

	Beginning Fund Bal	Revenue	Expenditures	Ending Fund Bal
<b>GENERAL FUND</b>				
<b>ORIGINAL BUDGET</b>	<b>5,227,731</b>	<b>44,514,664</b>	<b>44,709,829</b>	<b>5,032,566</b>
Final Audit Results	912,693	-	-	
Enrollment adjustment	-	211,773	-	
Adjust Federal Allocations	-	161,850	161,850	
Change in other revenues	-	250,000	-	
Staffing costs	-	-	206,399	
One-time Retention Stipend	-	-	248,640	
Other Non-salary costs	-	-	(6,794)	
<b>TOTAL REVISIONS</b>	<b>912,693</b>	<b>623,623</b>	<b>610,095</b>	
<b>REVISED BUDGET</b>	<b>6,140,424</b>	<b>45,138,287</b>	<b>45,319,924</b>	<b>5,958,787</b>
<b>FOOD SERVICE FUND</b>				
<b>ORIGINAL BUDGET</b>	<b>283,287</b>	<b>2,094,100</b>	<b>1,988,646</b>	<b>388,741</b>
Final Audit Results	240,048	-	-	
<b>TOTAL REVISIONS</b>	<b>240,048</b>	<b>-</b>	<b>-</b>	
<b>REVISED BUDGET</b>	<b>523,335</b>	<b>2,094,100</b>	<b>1,988,646</b>	<b>628,789</b>
<b>COMMUNITY ED FUND</b>				
<b>ORIGINAL BUDGET</b>	<b>91,233</b>	<b>2,006,364</b>	<b>1,967,805</b>	<b>129,792</b>
Final Audit Results	230,556	-	-	
<b>TOTAL REVISIONS</b>	<b>230,556</b>	<b>-</b>	<b>-</b>	
<b>REVISED BUDGET</b>	<b>321,789</b>	<b>2,006,364</b>	<b>1,967,805</b>	<b>360,348</b>
<b>DEBT SERVICE FUND</b>				
<b>ORIGINAL BUDGET</b>	<b>924,710</b>	<b>2,985,491</b>	<b>2,991,338</b>	<b>918,863</b>
Final Audit Results	(201,375)	-	-	
2021A Bond Refunding	-	14,787,044	14,786,886	
<b>TOTAL REVISIONS</b>	<b>(201,375)</b>	<b>14,787,044</b>	<b>14,786,886</b>	
<b>REVISED BUDGET</b>	<b>723,335</b>	<b>17,772,535</b>	<b>17,778,224</b>	<b>717,646</b>

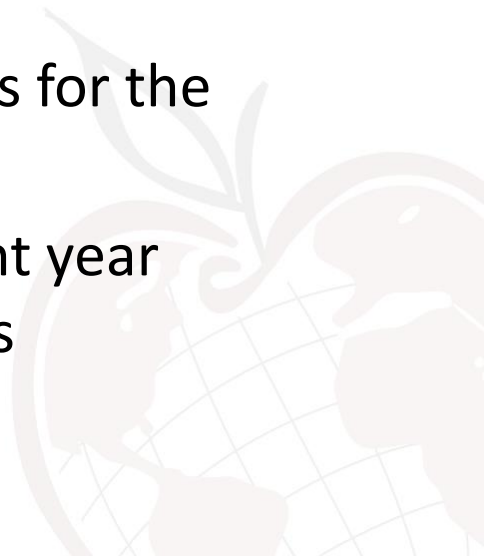
# 2021-2022 1<sup>st</sup> Budget Revisions

Brady Hoffman  
Director of Finance  
January 24, 2022



# 2021-22 1<sup>st</sup> Budget Revisions

- The Original Budget was adopted on June 28<sup>th</sup>, 2021
- Since that time
  - We completed our FY21 Audit
  - Onboarded new staff and welcomed students for the 2021-2022 school year
  - Analyzed enrollment trends, reviewed current year projections, analyzed budget to actual results



# Changes in Budget Assumptions

- Revenue Assumptions:
  - Updated State General Education Aid Formula to amount approved by the legislature (increase from 2% to 2.45% increase)
  - No change in enrollment assumptions (3032 ADM's)
  - Adjusted federal revenues for updated allocations
  - Adjusted other state aids (i.e. Special Education) based on audit results and updated calculations
- Expenditure Assumptions:
  - Took into account variances in the prior year audit.
  - Revised salary and benefit expenses based on known staffing changes
- Debt Service
  - Incorporated the issuance of the 2021A Refunding Bonds

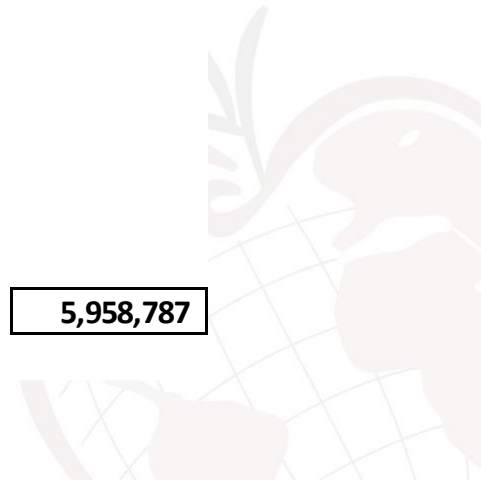


# Budget Summary

	Original Budget June 28, 2021		Revised Budget #1 January 24, 2022		CHANGE	
	<u>Revenue</u>	<u>Expenditures</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Revenue</u>	<u>Expenditures</u>
<b>GENERAL FUND</b>	44,514,664	44,709,829	45,138,287	45,319,924	623,623	610,095
<b>FOOD SERVICE FUND</b>	2,094,100	1,988,646	2,094,100	1,988,646	0	0
<b>COMMUNITY ED FUND</b>	2,006,364	1,967,805	2,006,364	1,967,805	0	0
<b>DEBT SERVICE FUND</b>	<u>2,985,491</u>	<u>2,991,338</u>	<u>17,772,535</u>	<u>17,778,224</u>	<u>14,787,044</u>	<u>14,786,886</u>
<b>TOTAL BUDGET AMOUNT</b>	<u><b>51,600,619</b></u>	<u><b>51,657,618</b></u>	<u><b>67,011,286</b></u>	<u><b>67,054,599</b></u>	<u><b>15,410,667</b></u>	<u><b>15,396,981</b></u>

# General Fund

	Beginning Fund Bal	Revenue	Expenditures	Ending Fund Bal
<b>GENERAL FUND</b>				
<b>ORIGINAL BUDGET</b>	<b>5,227,731</b>	<b>44,514,664</b>	<b>44,709,829</b>	<b>5,032,566</b>
Final Audit Results	912,693	-	-	
Enrollment adjustment	-	211,773	-	
Adjust Federal Allocations	-	161,850	161,850	
Change in other revenues	-	250,000	-	
Staffing costs	-	-	206,399	
One-time Retention Stipend	-	-	248,640	
Other Non-salary costs	-	-	(6,794)	
<b>TOTAL REVISIONS</b>	<b>912,693</b>	<b>623,623</b>	<b>610,095</b>	
<b>REVISED BUDGET</b>	<b>6,140,424</b>	<b>45,138,287</b>	<b>45,319,924</b>	<b>5,958,787</b>

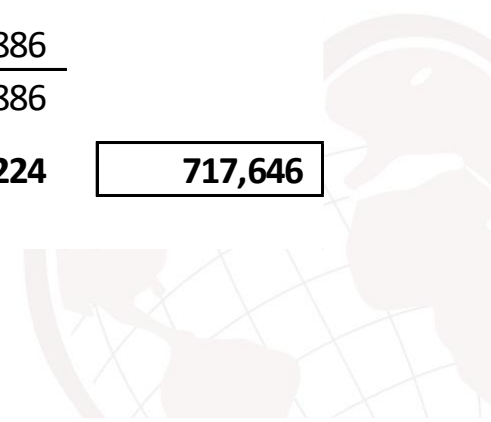


# General Fund Balance

	6/30/2021 Beginning Fund Balance	Revised Budget		Fund Balance Buildup/(Usage)	6/30/2022 Ending Fund Balance
		2020-2021 Revenues	2020-2021 Expenditures		
<b>General Fund</b>					
<b>Unassigned</b>	<b>3,924,141</b>	<b>37,385,800</b>	<b>37,653,680</b>	<b>(267,880)</b>	<b>3,656,261</b>
<b>Assigned</b>	<b>1,345,563</b>	-	-	-	<b>1,345,563</b>
<b>Restricted:</b>					
Student Activities	222,409	175,000	175,000	-	222,409
Gifted & Talented	138,196	43,217	106,265	(63,048)	75,148
Career & Tech Program	-	52,691	-	52,691	52,691
Learning & Development	-	637,146	637,146	-	-
Basic Skills	-	2,681,827	2,681,827	-	-
Medical Assistance	90,976	100,000	140,000	(40,000)	50,976
Staff Development	105,046	453,327	446,000	7,327	112,373
Safe Schools	175,049	114,406	60,000	54,406	229,455
Operating Capital	8,683	1,268,233	1,301,551	(33,318)	(24,635)
Long-Term Facilities Maintenance	(109,590)	1,227,472	1,147,618	79,854	(29,736)
Capital Projects Levy	-	770,836	770,837	(1)	(1)
Debt Reduction	194,839	28,332	-	28,332	223,171
Flexible Benefits	45,111	200,000	200,000	-	45,111
<b>Total Restricted</b>	<b>870,719</b>	<b>7,752,487</b>	<b>7,666,244</b>	<b>86,243</b>	<b>956,962</b>
<b>Total General Fund</b>	<b>6,140,424</b>	<b>45,138,287</b>	<b>45,319,924</b>	<b>(181,637)</b>	<b>5,958,787</b>
<i>Unrestricted Fund Balance %</i>	<i>11.91%</i>				<i>11.04%</i>

# Debt Service Fund

	<u>Beginning Fund Bal</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Ending Fund Bal</u>
<b>DEBT SERVICE FUND</b>				
<b>ORIGINAL BUDGET</b>	<b>924,710</b>	<b>2,985,491</b>	<b>2,991,338</b>	<b>918,863</b>
Final Audit Results	(201,375)	-	-	
2021A Bond Refunding	-	14,787,044	14,786,886	
<b>TOTAL REVISIONS</b>	<b>(201,375)</b>	<b>14,787,044</b>	<b>14,786,886</b>	
<b>REVISED BUDGET</b>	<b>723,335</b>	<b>17,772,535</b>	<b>17,778,224</b>	<b>717,646</b>



# Next Steps

- January 2022
  - Establish budget assumptions and parameters for 2022-23 fiscal year
- Question / Comments





## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** January 24, 2022

**Place on Agenda:** Committee-of-the-Whole

**Action Requested:** None

**Attachment:** Enrollment PowerPoint

<b>Topic:</b> Enrollment Update
<b>Presenter(s):</b> Brady Hoffman, Finance Director
<b>Background:</b>  On Monday evening, Finance Director Brady Hoffman will provide the Board with an update on a few of the enrollment trends the district continues to monitor and track such as: <ul style="list-style-type: none"><li>• Resident student summary</li><li>• Open enrollment trends</li><li>• Enrollment projections</li></ul>
<b>Recommendation:</b>  N/A
<b>Alternatives:</b>  N/A

# Enrollment Update

## Committee of the Whole

Brady Hoffman  
Director of Finance  
January 24, 2022



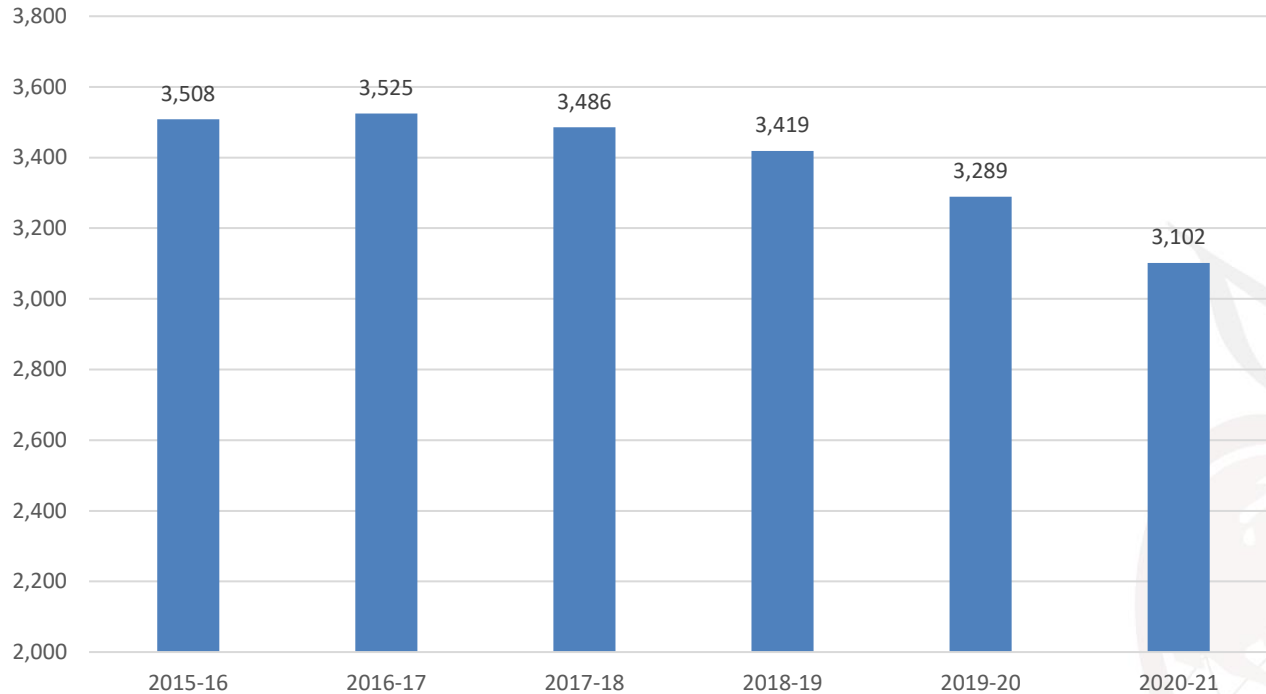
# Enrollment Update

- Enrollment Trends
- Current Year Enrollment
- Updated Projection

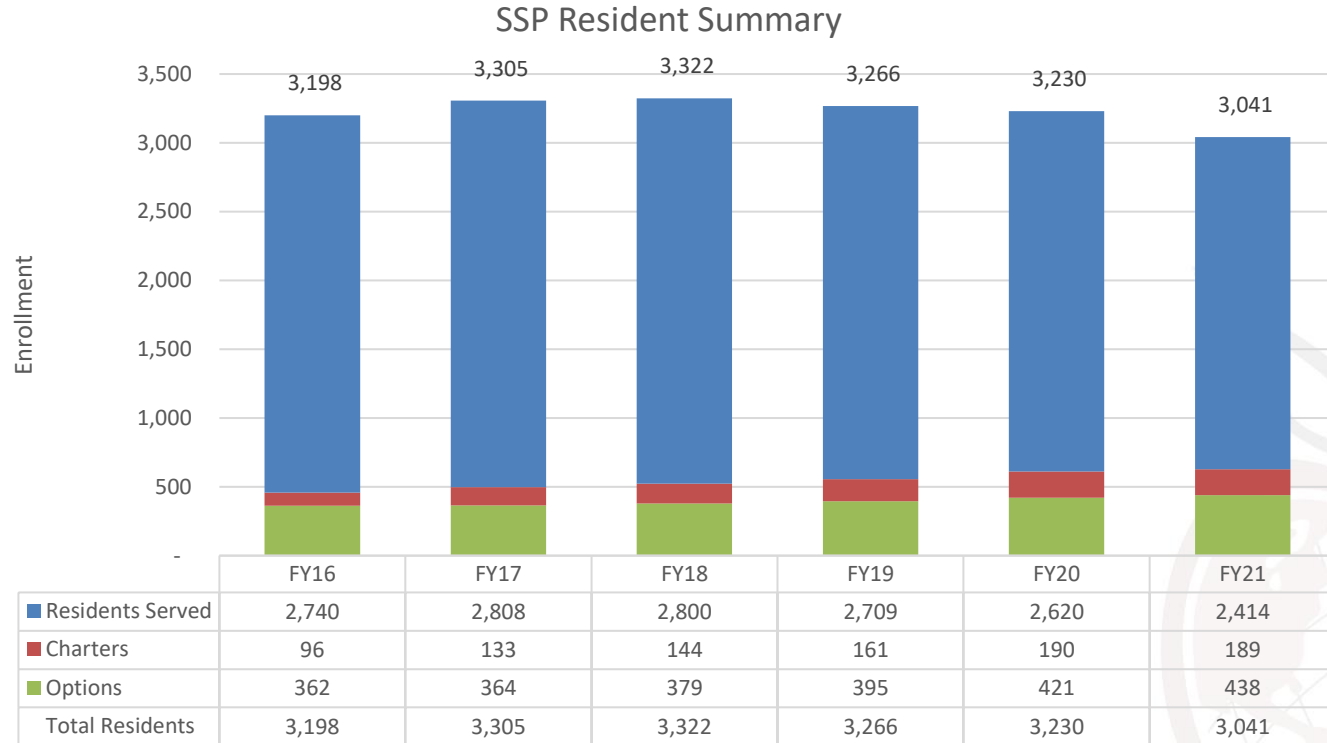


# South St Paul Enrollment Trends

Total Students Served

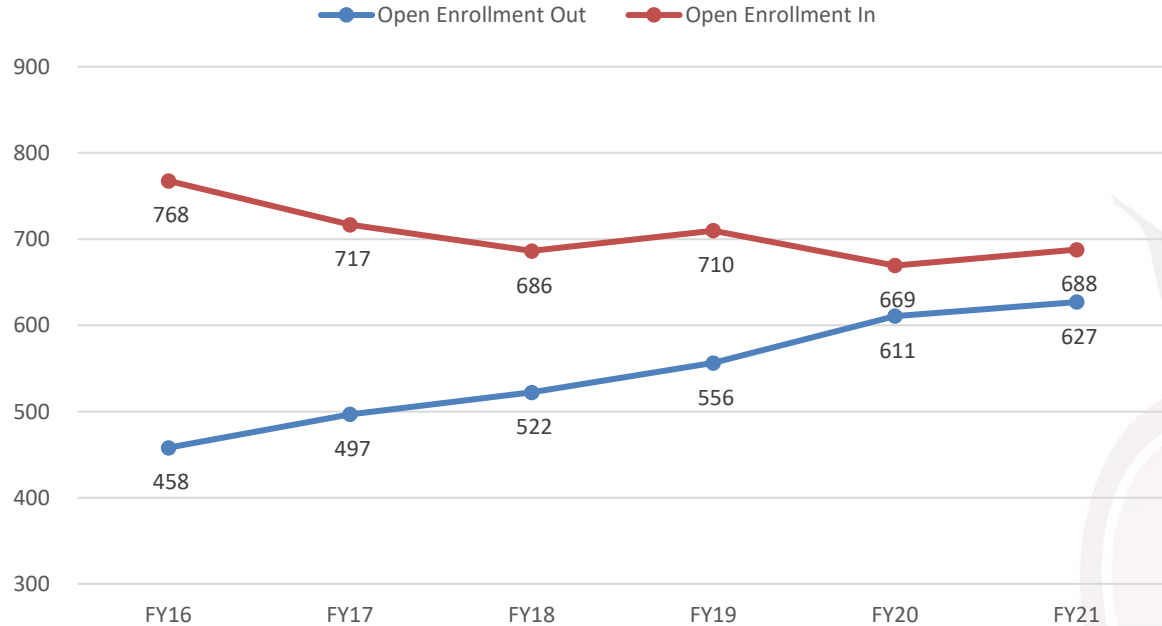


# SSP Residents



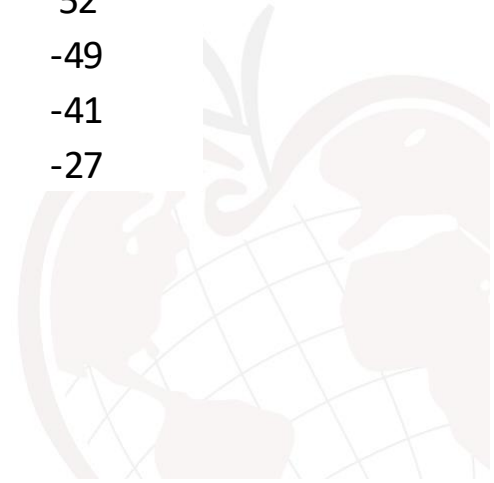
# Open Enrollment

Open Enrollment Trend



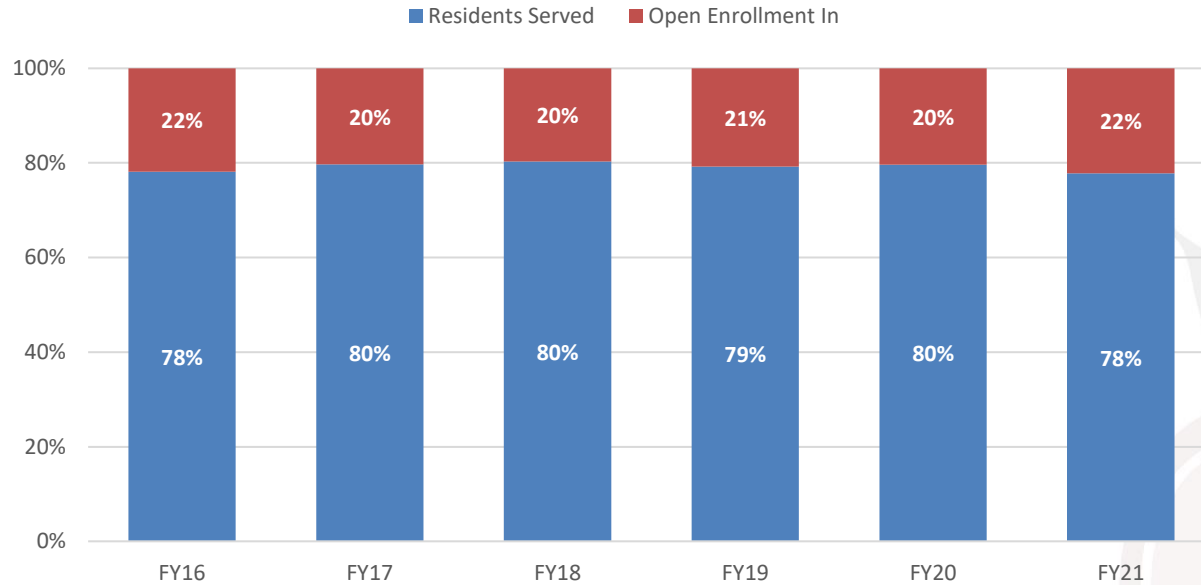
# Open Enrollment – FY21

	<u>Open Enrolled Out</u>	<u>Open Enrolled In</u>	<u>Net Open Enrollment</u>
West St Paul	132	100	-32
Inver Grove	112	264	152
Saint Paul	98	150	52
Discovery Charter School	49	0	-49
RAVE	41	0	-41
MN Transitions Charter School	27	0	-27



# Students Served

Total Students Served

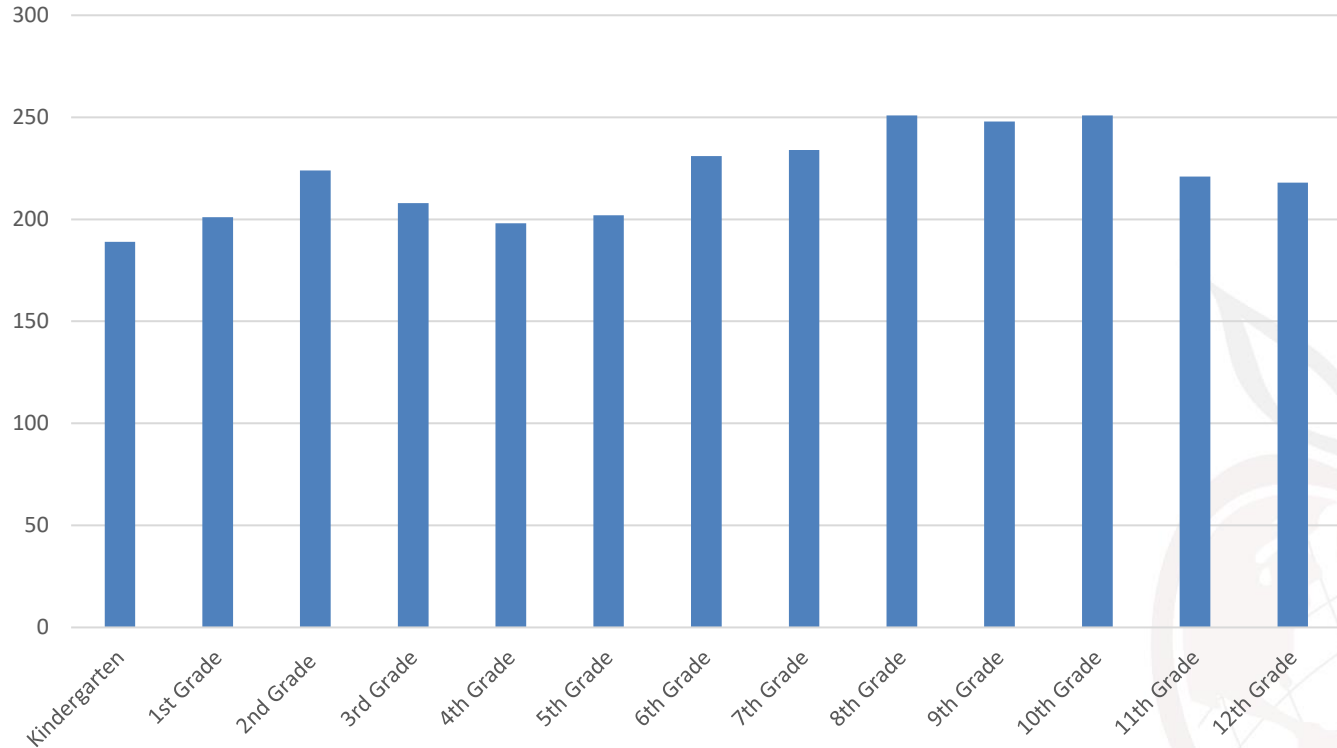


# 2021-2022 Projected Enrollment

	2021-22 Original Budget	2021-22 Revised Budget	Change
Kindergarten	230	189	(41)
1st Grade	207	201	(6)
2nd Grade	210	224	14
3rd Grade	213	208	(5)
4th Grade	200	198	(2)
5th Grade	196	202	6
6th Grade	215	231	16
7th Grade	225	234	9
8th Grade	252	251	(1)
9th Grade	249	248	(1)
10th Grade	241	251	10
11th Grade	226	221	(5)
12th Grade	221	218	(3)
Subtotal K-12	2,885	2,876	(9)
VPK	57	77	20
ECSE	45	34	(11)
Tuition	45	45	0
<b>TOTAL</b>	<b>3,032</b>	<b>3,032</b>	<b>0</b>

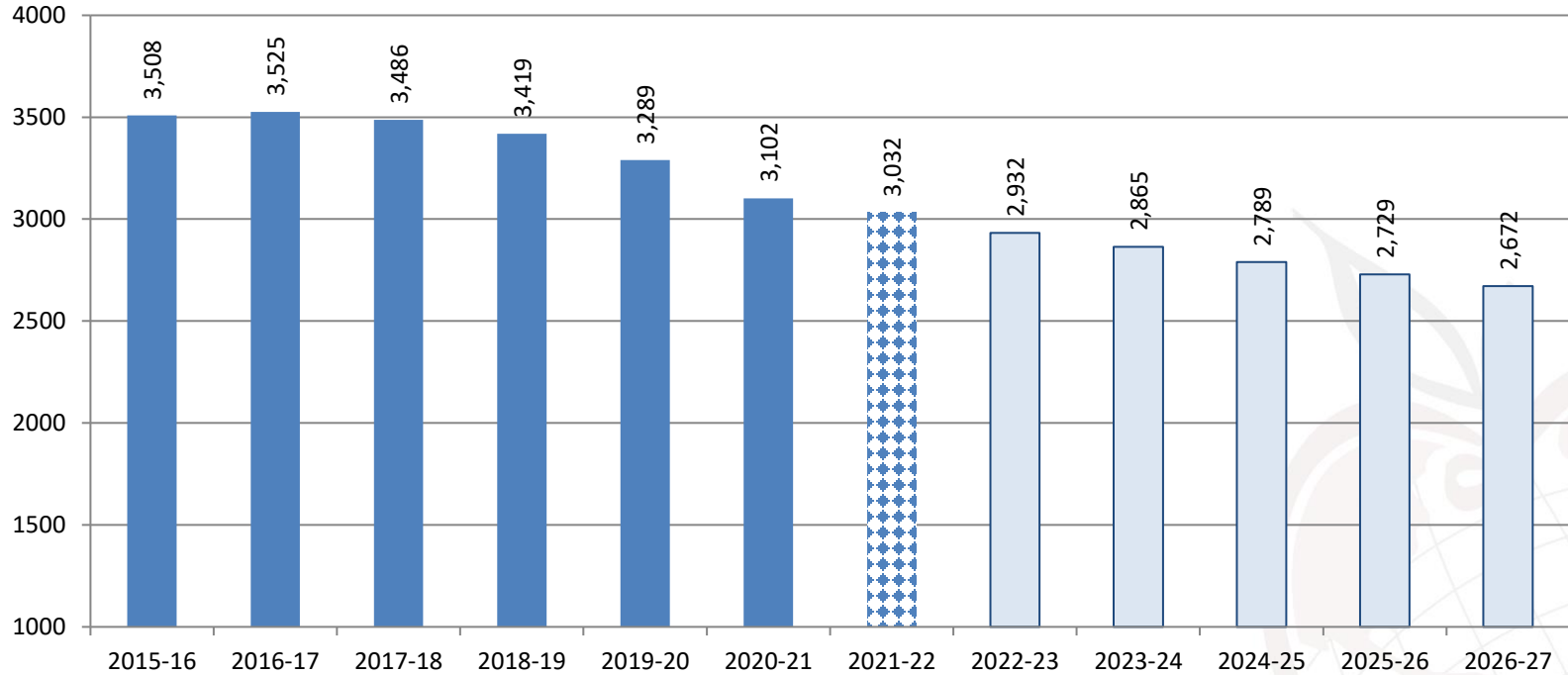


# Enrollment by Grade – Current Year



# Multi-year Projection

## ENROLLMENT HISTORY & PROJECTED TOTAL ENROLLMENT



# Next Steps

January 26th - FY2023 Budget Planning and Guiding Change

Questions or Comments





## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** January 24, 2022

**Place on Agenda:** Committee-of-the-Whole

**Action Requested:** None. Discussion Only.

**Attachment:** None

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