



South St. Paul School Board Meeting
Monday, March 14, 2022 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, March 14, 2022	
B. Committee-of-the-Whole Meeting Minutes, February 28, 2022	3
C. School Board Meeting Minutes, February 28, 2022	4
III. QUALITY-IN-ACTION and REPORTS	
A. Quality-in-Action: Lincoln Center Principal Theresa Starkman and Kindergarten Teacher Kristen Spanjers will invite three students to share why their community has been important to their learning. The students will highlight work from their journals and some of their experiences from the school year. (T. Starkman)	
B. Report: Chair Linda Diaz will highlight the Public Listening Session submissions. (L. Diaz)	6
C. Report: Superintendent Webb will provide highlights from around the District. (D. Webb)	7
IV. CONSENT ITEMS	
A. Financial Claims: Bills Payable (D. Webb)	8
B. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves (D. Webb)	18
C. School Board Chair Stipend (J. Raasch)	21
V. POLICY REVIEW	
A. Approval, for the South St. Paul School Board to approve the revisions to the Fund Balance Policy #702.1 that has been under review for three consecutive readings since February 14, 2022. (D. Webb)	22

VI. **BUSINESS ITEMS**

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. **ADJOURN**

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

February 28, 2022

Chair Linda Diaz called the February 28, 2022, committee-of-the-whole meeting to order at 5:00 PM with seven Board members present: Inspector Arend, Diaz, Felton, Laliberte, Raasch, Walker and Weber. Others present included Superintendent Dave Webb, Dr. Brian Zambreno and several staff and community members.

American Indian Education Program

Equity Director Connie Garling-Squire and American Indian Cultural Liaison Chris Johnson provided an overview of the district's American Indian Education program and Parent Advisory group. It is noted that the district is in compliance with statutory requirements and a vote of concurrence with the educational offerings that have been extended by the district to their American Indian students.

COVID-19 Vaccination, Testing, Quarantine and Face Covering Policy

The Board and administration engaged in conversation regarding the recommendation to rescind the district's COVID-19 Vaccination, Testing, Quarantine and Face Covering Policy. The recommendation comes as a result of the new guidance and COVID-19 Community Levels tool that was released last week by the Center for Disease Control (CDC). With the district following guidance from our health experts the Minnesota Department of Health and the CDC since the start of the pandemic, the Board supports rescinding our policy to align with the new guidance that is taking a more holistic view of the COVID-19 data. Instead of the face covering and other mitigation strategy decisions being based solely on COVID-19 case counts, the new approach will also incorporate hospitalizations and local hospital capacity. The board requested the COVID-19 Community Levels tool be added to the district's website.

Board Training with Dennis Cheesebrow

Chair Diaz provided an overview of the upcoming Board training session with Dennis Cheesebrow. The session will focus on their continued governance training as well as preparations for the upcoming superintendent transition.

School Board Success Planning

With four School Board seats up for election this fall and some undecided if they will seek another term, Vice Chair John Raasch proposed the School Board develop a succession plan to engage stakeholders that are interested in learning more about becoming a School Board member.

Board Training with Dennis Cheesebrow

With the intensive superintendent search process now complete, the Board discussed restarting their quarterly training sessions with Dennis Cheesebrow. The next session is scheduled for Monday, March 7.

The committee-of-the-whole meeting adjourned at 5:48 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

FEBRUARY 14, 2022

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, February 14, 2022. 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 and several staff, students and community members were also present.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

MINUTES

By Inspector Laliberte

Seconded by Inspector Raasch

That the South St. Paul School Board approves the February 14, 2022, School Board meeting agenda and minutes for the following meetings:

- Committee-of-the-Whole Meeting Minutes, January 24, 2022
- Regular Meeting Minutes, January 24, 2022
- Special School Board Meeting Minutes, January 19 and 26, 2022
- Personnel Committee Meeting Minutes, January 26, 2022

Motion carried (7-0)

QUALITY-IN-ACTION

Special Services Director Kelly Tetrick provided an overview of the district's health services. LSN and COVID Coordinator Shawnee Krueger provided additional information regarding South St. Paul Schools' health focused support, guidance and management during the COVID-19 pandemic.

REPORTS

Superintendent Search Update – Board Chair Linda Diaz shared that the Board is scheduled to interview the following three finalist candidates on Wednesday, February 16: Beth Giese, Eric Schneider and Brian Zambreno.

Public Listening Session Report – Chair Diaz highlighted the concerns of one public listening session attendee that asked for the district to end the masking requirements for students due to ongoing mental health concerns that can be associated with masking.

Superintendent Report – Superintendent Webb provided highlights from around the district.

CONSENT ITEMS

By Inspector Walker

Seconded by Inspector Weber

A. Financial Claims—Bills Payable

B. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves.

Motion carried (7-0)

POLICY REVIEW

Finance Director Brady Hoffman reviewed the fund balance policy that is before the board for the first of three readings.

BUSINESS ITEMS

By Inspector Raasch

Seconded by Inspector Laliberte

Approval, for the South St. Paul School Board to approve the 2022-23 Budget Guiding Change Document.

Motion carried (7-0)

By Inspector Weber

Seconded by Inspector Felton

Approval, for the South St. Paul School Board to approve the preliminary field trip request for the Secondary Spanish classes to travel to Panama City, Panama, March 25-April 2, 2023.

Motion carried (7-0)

By Inspector Raasch

Seconded by Inspector Walker

Approval, for the South St. Paul School Board to approve the preliminary 2023 IB History field trip request to France and Spain on March 22-April 1, 2023.

Motion carried (7-0)

INFORMATIONAL ITEMS

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

ADJOURN

By Inspector Weber

Seconded by Inspector Felton

Approval, for the School Board to adjourn the February 14, 2022, meeting at 6:41 PM.

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

School Board Agenda Item

Meeting Date: March 14, 2022

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

Action Requested: None

Attachment: None

Topic: School Board Listening Session Report

Presenter(s): Board Chair

Background:

At the committee-of-the-whole and regular business meetings, the Board Chair will provide an overview of the listening session submissions.

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: March 14, 2022

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: March 14, 2022

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

<u>CHECK</u>		<u>CHECK</u>	
<u>NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>VENDOR</u>
198079	-6,900.89	03/10/2022	CITY OF SOUTH ST PAU
199198	-98.00	03/07/2022	TWIN CITY HARDWARE C
199208	57.00	02/28/2022	EDUCATION MINNESOTA
199209	478.57	02/28/2022	LOCAL #70
199210	1,135.30	02/28/2022	MINNESOTA CHILD SUPP
199211	80.00	02/28/2022	NCPERS GROUP LIFE IN
199212	318.00	02/28/2022	OFFICE AND PROF EMPL
199213	12,126.85	02/28/2022	SOUTH ST PAUL TEACHE
199214	5.00	02/28/2022	SOUTH ST PAUL OPEN F
199215	60.00	02/28/2022	SOUTH ST PAUL EDUCAT
199216	992.61	02/28/2022	SSP EASRP
199217	805.02	03/03/2022	ABC RENTALS
199218	17.46	03/03/2022	ACE HARDWARE & PAINT
199219	50.00	03/03/2022	ADVANCED SPORTSWEAR,
199220	750.00	03/03/2022	BACKUPIFY
199221	560.00	03/03/2022	BAYFIELD FRUIT COMPA
199222	4,223.96	03/03/2022	BEAUDRY OIL & PROPAN
199223	380.94	03/03/2022	BLICK ART MATERIALS
199224	316.83	03/03/2022	BUILDING CONTROLS GR
199225	3,000.00	03/03/2022	CESO TECHNOLOGY, LLC
199226	65.00	03/03/2022	CITICARGO & STORAGE
199227	40,950.34	03/03/2022	CITY OF SOUTH ST PAU
199228	781.50	03/03/2022	DECKER EQUIPMENT
199229	2,967.08	03/03/2022	DTB SYSTEMS, INC
199230	1,440.00	03/03/2022	ECKBERG, MARY
199231	160.00	03/03/2022	ED'S TROPHIES
199232	2,500.00	03/03/2022	EGAN
199233	1,049.00	03/03/2022	EXCEL AV GROUP LLC
199234	586.25	03/03/2022	FIELD ENVIROMENTAL C
199235	293.86	03/03/2022	GRAINGER, INC
199236	556.32	03/03/2022	GRAPHIC EDGE
199237	170.00	03/03/2022	H&L MESABI
199238	246.00	03/03/2022	HANSON, GENE
199239	38.97	03/03/2022	HENDRICKSON, RENEE
199240	80.38	03/03/2022	HOME DEPOT CREDIT SE
199241	2,026.67	03/03/2022	HORIZON COMMERCIAL P
199242	18.23	03/03/2022	HY-VEE ACCOUNTS RECE
199243	505.00	03/03/2022	IBENZER, INC
199244	82.00	03/03/2022	JOHNSON, GERALD
199245	3,361.01	03/03/2022	KURITA AMERICA INC
199246	82.00	03/03/2022	LABELLE, PAUL
199247	2,186.28	03/03/2022	LINDENMEYR MUNROE
199248	200.00	03/03/2022	THE LOCKER GUY
199249	795.68	03/03/2022	MACKIN EDUCATIONAL R
199250	661.30	03/03/2022	MARK'S PLUMBING PART
199251	212.50	03/03/2022	MARTINEK, MIKE
199252	1,580.00	03/03/2022	MDE - MCIS
199253	575.00	03/03/2022	MED-COMPASS
199254	164.00	03/03/2022	MENTH, MICHAEL
199255	100.00	03/03/2022	MEYER, PAULA
199256	1,384.96	03/03/2022	MI TECHNOLOGIES, INC
199257	316.55	03/03/2022	MIDWEST MACHINERY CO
199258	896.41	03/03/2022	NAPA AUTO PARTS
199259	150.00	03/03/2022	NATE HANCE MUSIC, LL
199260	4,250.55	03/03/2022	NETWORK SERVICES COM
199261	3,402.64	03/03/2022	NITTI SANITATION

<u>CHECK</u>		<u>CHECK</u>	
<u>NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>VENDOR</u>
199262	495.98	03/03/2022	NORTHERN BATTERY
199263	1,818.00	03/03/2022	OLLOM APPLIANCE
199264	564.46	03/03/2022	PETERSON BROS. ROOFI
199265	4,243.09	03/03/2022	POSTMASTER, SOUTH ST
199266	85.81	03/03/2022	PROFESSIONAL WIRELES
199267	193.00	03/03/2022	RYAN, JAMES
199268	9,119.69	03/03/2022	SAFEWAY WISCONSIN, I
199269	46.00	03/03/2022	SCHMITT MUSIC
199270	492.48	03/03/2022	SCHWAB-VOLLHABER-LUB
199271	525.00	03/03/2022	SHERMCO INDUSTRIES
199272	143.00	03/03/2022	SHI INTERNATIONAL CO
199273	400.00	03/03/2022	SKYWARD ACCOUNTING D
199274	12,180.00	03/03/2022	SOURCEWELL TECHNOLOG
199275	8,333.37	03/03/2022	SOUTH ST PAUL EDUCAT
199276	151.03	03/03/2022	SPRINT
199277	220.10	03/03/2022	ST PAUL PUBLISHING C
199278	165.00	03/03/2022	STAHLEY, DANIEL
199279	100.00	03/03/2022	STATE OF MN DEPT OF
199280	82.95	03/03/2022	STEVEY, VICTORIA
199281	398.58	03/03/2022	SYNCB/AMAZON
199282	12,371.43	03/03/2022	TEACHERS ON CALL
199283	52.97	03/03/2022	TRACTOR SUPPLY CREDI
199284	3,597.21	03/03/2022	TRIMARK MARLINN LLC
199285	7,052.70	03/03/2022	TRIO SUPPLY CO
199286	2,592.14	03/03/2022	TWIN CITY JANITOR SU
199287	23,697.36	03/03/2022	UPPER LAKES FOODS
199288	164.00	03/03/2022	VOIT, JORDAN
199289	1,114.21	03/10/2022	ALLSTREAM
199290	1,702.56	03/10/2022	BIMBO BAKERIES USA
199291	2,279.03	03/10/2022	BIX PRODUCE COMPANY
199292	200.13	03/10/2022	CAPITAL ONE TRADE CR
199293	299.98	03/10/2022	CATALYST SOURCING SO
199294	6,900.89	03/10/2022	CITY OF SOUTH ST PAU
199295	66.41	03/10/2022	CLASSEN, GLORIA
199296	4,810.00	03/10/2022	CREATIVELY FOCUSED
199297	159.35	03/10/2022	CULLIGAN-MILBERT COM
199298	125.00	03/10/2022	DEWALD, RINA
199299	370.02	03/10/2022	EDUCATORS BENEFIT CO
199300	1,163.44	03/10/2022	GENERAL PARTS INC
199301	2,226.38	03/10/2022	GRAPHIC EDGE
199302	4,136.04	03/10/2022	HASTINGS BUS COMPANY
199303	152,768.98	03/10/2022	INDEPENDENT SCHOOL D
199304	57,174.43	03/10/2022	INDEPENDENT SCHOOL D
199305	6.80	03/10/2022	ISAAK, CAROL
199306	1,188.10	03/10/2022	KWIK TRIP EXTENDED N
199307	80.00	03/10/2022	LINK INTERPRET
199308	295.46	03/10/2022	MAC ENTERPRISES, LLC
199309	883.25	03/10/2022	MID CITY INDUSTRIAL
199310	420.00	03/10/2022	MN SCHOOL BOARDS ASS
199311	2,443.12	03/10/2022	NEW DOMINION SCHOOL/
199312	305.05	03/10/2022	OFFICE DEPOT
199313	46.75	03/10/2022	PACE, DAVE
199314	2,447.33	03/10/2022	PHOENIX SCHOOL COUNS
199315	446.12	03/10/2022	PLUNKETT'S PEST CONT
199316	52.90	03/10/2022	QUILL CORPORATION
199317	80.55	03/10/2022	RITTER, GLEN

CHECK NUMBER	AMOUNT	CHECK DATE	VENDOR
199318	81,316.45	03/10/2022	SAFEWAY WISCONSIN, I
199319	727.96	03/10/2022	SAM'S CLUB
199320	738.81	03/10/2022	SOUTH ST PAUL WRESTL
199321	5.92	03/10/2022	STACK-JOHNSON, SUE
199322	13,394.50	03/10/2022	STRATEGIC STAFFING S
199323	1,996.50	03/10/2022	T-MOBILE
199324	2,862.60	03/10/2022	TRANSPORTATION & DEL
199325	10,096.08	03/10/2022	TWIN CITY TRANSPORTA
199326	12,131.16	03/10/2022	UPPER LAKES FOODS
199327	3,168.48	03/10/2022	VIRCO INC
199328	52,927.34	03/10/2022	XCEL ENERGY
202100193	43,267.91	02/28/2022	MINNESOTA PAYROLL TA
202100194	262,569.94	02/28/2022	FEDERAL PAYROLL TAXE
202100195	77.85	02/28/2022	MN DEPT OF REVENUE
202100196	43,995.82	02/28/2022	PERA
202100197	56,239.63	02/28/2022	TSA/ACH DEDUCTION
202100198	130,772.73	02/28/2022	TEACHER RETIREMENT A
202100199	0.00	02/28/2022	MINNESOTA PAYROLL TA
202100200	0.00	02/28/2022	FEDERAL PAYROLL TAXE
1,142,961.44 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	519,877.53	0.00	253,517.79	773,395.32
02	FOOD SERVICE	9,288.41	0.00	51,229.86	60,518.27
04	COMMUNITY EDUCATION	234,564.01	0.00	12,110.38	246,674.39
05	CAPITAL	0.00	0.00	61,225.71	61,225.71
50	ACTIVITY ACCOUNT	1,147.75	0.00	0.00	1,147.75
***	Fund Summary Totals ***	764,877.70	0.00	378,083.74	1,142,961.44

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

CHECKRUNS

<u>FUND</u>	<u>DESCRIPTION</u>	<u>February 25, 2022 - March 10, 2022</u>
1	GENERAL	\$773,395.32
2	FOOD SERVICE	\$60,518.27
4	COMMUNITY EDUCATION	\$246,674.39
5	CAPITAL	\$61,225.71
6	CONSTRUCTION	\$0.00
7	DEBT SERVICE	\$0.00
47	OPEB	\$0.00
50	ACTIVITY ACCOUNTS	\$1,147.75
	TOTAL	<u>\$1,142,961.44</u>

Check 199208 - 199328

Employee ACH

Wire Payments 202100193 - 202100200

PAYROLL

2/28/22

Payroll Direct Deposit	900075213- 900075745	\$756,293.69
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All Funds Financial Update For 2021-22 July 1, 2021 - February 28, 2022
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EXPENDITURES YEAR-TO-DATE

	<u>Adopted/Revised Budget</u>	<u>Spent Year-to-Date</u>	%	<u>Difference</u>
<u>General Fund</u>				
01-General funds	40,499,160	23,182,691	57%	17,316,469
01-Transportation funds	1,586,500	809,636	51%	776,864
05-Capital funds/Health & Safety	<u>2,449,169</u>	<u>1,311,736</u>	54%	<u>1,137,433</u>
Total General Fund	<u>44,534,829</u>	<u>25,304,063</u>	57%	<u>19,230,766</u>
<u>Food Service Fund</u>	1,988,646	932,925	47%	1,055,721
<u>Community Service Fund</u>				
04-Community Ed/E.C.F.E./ABE	1,967,805	1,300,778	66%	667,027
<u>Construction Fund</u>	0	0	#DIV/0!	0
<u>Debt Service Fund</u>	2,991,338	17,778,199	594%	(14,786,861)
TOTAL ALL FUNDS	<u><u>\$51,482,618</u></u>	<u><u>\$45,315,965</u></u>	88%	6,166,653

REVENUES YEAR-TO-DATE

	<u>Adopted/Revised Budget</u>	<u>Received Year-to-Date</u>	%	<u>Difference</u>
<u>General Fund</u>				
General funds/Trans/Capital/H & S	41,807,281	23,389,071	56%	18,418,210
Rent/Capital	2,532,383	48,008	2%	2,484,375
<u>Food Service Fund</u>	2,094,100	1,153,515	55%	940,585
<u>Community Service Fund</u>	2,006,364	1,407,080	70%	599,284
04-Community Ed/E.C.F.E./A.B.E				
<u>Construction Fund</u>	0	0	#DIV/0!	0
<u>Debt Service Fund</u>	2,985,491	16,569,493	555%	(13,584,002)
TOTAL ALL FUNDS	<u><u>\$51,425,619</u></u>	<u><u>\$42,567,167</u></u>	83%	8,858,452

Special School District #6

South St. Paul, Minnesota

Student Activity Treasurer's Report July 1, 2021 thru February 28, 2022

ACTIVITY ACCOUNT	BEGINNING BALANCE	DISBURSEMENTS	RECEIPTS	ENDING BALANCE
7-8 Student Council	\$ 3,221.45			\$ 3,221.45
Device Protection	\$ 79,989.21		\$ 1,300.54	\$ 81,289.75
Robotics	\$ 4,343.24	\$ 405.74		\$ 3,937.50
Business	\$ 62.99			\$ 62.99
HS Random Acts	\$ 138.25			\$ 138.25
Choir	\$ 287.73			\$ 287.73
SAGA	\$ -			\$ -
Drama	\$ 3,875.48	\$ 7,836.80	\$ 10,949.00	\$ 6,987.68
Jr High Math	\$ 26.72			\$ 26.72
Skills for Tomorrow	\$ 2,426.53			\$ 2,426.53
Memory Book	\$ (747.49)		\$ 2,166.10	\$ 1,418.61
4 A day 7th Grade	\$ 2,007.05			\$ 2,007.05
Early Childhood	\$ 3,230.88	\$ 2,389.48	\$ 5,190.00	\$ 6,031.40
Black Pride	\$ 364.08			\$ 364.08
Lincoln Library	\$ 1,669.76	\$ 1,344.12	\$ 1,350.15	\$ 1,675.79
Women's Society	\$ -			\$ -
Prom	\$ 441.32			\$ 441.32
Senior Council	\$ 5,855.20			\$ 5,855.20
4 A Day 8th Grade	\$ 5,119.34	\$ 2,627.00	\$ 3,892.15	\$ 6,384.49
Soccer - Girls	\$ 62.36			\$ 62.36
Swimming - Girls	\$ 402.79	\$ 402.79		\$ -
Tech Car	\$ 128.21			\$ 128.21
Track - Girls	\$ 59.77			\$ 59.77
Band Equip Rental	\$ 2,585.27	\$ 420.47	\$ 375.00	\$ 2,539.80
Impact Lives	\$ 1,811.34			\$ 1,811.34
Debate	\$ 5,012.43	\$ 958.22		\$ 4,054.21
Band	\$ 198.48			\$ 198.48
Speech	\$ 6,405.89	\$ 582.00		\$ 5,823.89
Golf - Boys	\$ 216.45			\$ 216.45
Golf - Girls	\$ 1,871.77			\$ 1,871.77
4 A Day 6th Grade	\$ 3,288.91			\$ 3,288.91
Yearbook	\$ 2,067.27		\$ 833.00	\$ 2,900.27
Key Club	\$ 678.66	\$ 187.50	\$ 210.00	\$ 701.16
Student Council	\$ 1,295.66	\$ 2,299.54	\$ 6,590.50	\$ 5,586.62
Knowledge Bowl	\$ 245.41			\$ 245.41
CLC/PPG	\$ 332.09			\$ 332.09

ABE	\$	943.48			\$	943.48		
JH Knowledge Bowl	\$	532.99			\$	532.99		
SADD	\$	98.81			\$	98.81		
Basketball - Boys	\$	930.38	\$	170.00	\$	120.45		
Baseball	\$	596.60			\$	596.60		
Basketball - Girls	\$	696.30	\$	1,479.59	\$	1,560.30		
CLC Activity Acct	\$	2.39			\$	2.39		
Football	\$	673.71	\$	15.06		\$	658.65	
Sr High Math	\$	717.66			\$	717.66		
Gymnastics	\$	1,264.58			\$	1,264.58		
Hockey - Boys	\$	248.13	\$	9,153.32	\$	9,153.32		
Hockey - Girls	\$	657.36	\$	7,922.51	\$	7,922.51		
Danceline	\$	-			\$	-		
Soccer - Boys	\$	364.86	\$	-	\$	100.29		
Softball	\$	2,253.78	\$	780.00	\$	450.00		
Tennis - Girls	\$	2,207.19	\$	420.00		\$	1,787.19	
Track Boys	\$	31.32			\$	31.32		
Volleyball	\$	836.95	\$	304.11	\$	100.25		
Wrestling	\$	240.26	\$	283.98	\$	200.00		
Tennis - Boys	\$	74.20			\$	74.20		
Lang Arts 8th Gr	\$	157.08			\$	157.08		
CDLU	\$	195.50			\$	43.67		
LC Student Ambassa	\$	212.54			\$	212.54		
French	\$	798.03			\$	798.03		
Lincoln Center	\$	15,508.18			\$	15,508.18		
Senior Program	\$	943.65	\$	515.49	\$	4,015.04		
Spanish	\$	601.68	\$	72.04		\$	529.64	
Autism	\$	172.76			\$	172.76		
KEC PBIS	\$	5,687.86	\$	1,745.59		\$	3,942.27	
All Night Sr Party	\$	7,298.33	\$	3,734.88	\$	5,611.67		
Kec Student	\$	25,731.83	\$	9,606.73	\$	7,587.84		
IB History Trip	\$	1,326.67			\$	1,326.67		
LC PBIS	\$	2,871.81	\$	4,141.84	\$	1,550.00		
HS PBIS	\$	3,310.00	\$	350.00		\$	2,960.00	
Mistletoe	\$	4,184.38	\$	1,618.43		\$	2,565.95	
Senior Program	\$	-	\$	267.09	\$	3,335.40		
TOTALS:	\$	221,345.75	\$	61,767.23	\$	74,607.18	\$	233,918.61



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: March 14, 2022

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 and supplemental staffing as presented.
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 (Nicole Tuescher)**

3-14-22

Certified

A. Appointments/Reassignments

1. Lindsey McNown – Instructional overload (Art), High School, effective March 15, 2022, through June 8, 2022.

Return From Leave of Absence – Effective for the 2022-23 school year
Brenda Johnson – 1.0 FTE Physical Education Teacher

2021-22 ECA

ACADEMICS/OTHER

Affinity Group – CDLU	Rivera, Ricardo	\$2,013.50 (\$4,027 prorated)
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* indicates a non-district employee

** indicates a returning non-district employee

B. Resignations/Retirements/Leaves/Reductions/Other

1. Frank Arend – Leave of absence, 1.0 FTE Peer Coach (TOSA), District-wide, effective for the 2022-23 school year.
2. Michael Gehlsen - Extend leave of absence, 1.0 FTE Teacher, High School, effective August 15, 2021, through April 15, 2022 (extension from March 15, 2022).
3. Heather Gerken – Leave of absence, 1.0 FTE Grade 2 Elementary Teacher, Lincoln Center, effective for the 2022-23 school year.
4. Lynn Maier – Retirement, 1.0 FTE Occupational Therapist, ECSE, effective June 10, 2022.
5. Courtney Nygaard – Revised leave of absence, 1.0 FTE Spanish Teacher, High School, effective approximately April 25, 2022, through June 10, 2022.
6. Cassandra Webb – Leave of absence, 1.0 FTE Special Education Teacher, Lincoln Center, effective May 6, 2022, through June 8, 2022.

Classified

A. Appointments/Reassignments

B. Resignations/Retirements/Leaves/Reductions/Other

1. Christopher Bretz – Resignation, IB/Curriculum Coordinator, Kaposia Education Center, effective March 25, 2022.
2. Lauren Catlin – Extend leave of absence, Administrative Assistant-Early Learning, Family Education Center, effective February 7, 2022, through March 18, 2022 (extension from February 27, 2022).
3. Lori Engh – Extend leave of absence, Special Education Assistant, High School, effective September 14, 2021, through June 8, 2022 (extension from March 14, 2022).
4. Ashley Gullikson – Resignation, Special Education Assistant, High School, effective March 4, 2022.
5. Michelle Lange – Leave of absence, Paraprofessional – Assistant Early Learning Center, Kaposia Education Center, effective March 14, 2022, through June 8, 2022.
6. Pamela Moellenhoff – Resignation, Part-Time Cleaner, Secondary Building, effective March 8, 2022.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: March 14, 2022

Place on Agenda: COW and Regular Agenda

Action Requested: Approval

Attachment: None

Topic: 2022 School Board Chair Stipend
Presenter(s): School Board Vice-Chair
Background: The School Board Chairperson has supported the School Board in its hiring and onboarding of its new superintendent.
Recommendation: Following past practice, a \$500 School Board Chair stipend is being recommended for the many hours leading the superintendent search process, contract negotiations, and the additional ongoing support for our new superintendent. This board chair stipend amount is lower than past practice but instead in-line with the stipend that was issued to all staff earlier this year.
Alternatives: Do not approve the stipend, approve a different stipend amount or direct administration with next steps.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: March 14, 2022

Place on Agenda: Regular Agenda - Policy

Action Requested: Approval

Attachment: Fund Balance Policy 702.1

Topic: Policy Review
Presenter(s): Superintendent Dave Webb and Finance Director Brady Hoffman
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. Policies will then go before the School Board for approval at the subsequent meeting. The attached Fund Balance policy 702.1 was reviewed by the full school board at their work session on January 26, 2022. The recommended policy was on the February 14 and February 28 School Board agendas for review and input from staff and community members.
Recommendation: Administration recommends the approval of Fund Balance Policy 702.1
Alternatives: Do not approve Fund Balance Policy 702.1 and direct administration with next steps.



Adopted: June 14, 2004 _____

Revised: 2/14/05; 8/22/05; 12/10/07; 6/13/11
1/11/16; 12/11/17; 3/14/22

702.1 FUND BALANCES

I. PURPOSE

This policy creates new fund balance classifications to allow for more useful fund balance reporting and for compliance with the reporting guidelines specified in Statement No. 54 of the Governmental Accounting Standards Board (GASB).

II. GENERAL STATEMENT OF POLICY

The school district complies with GASB Statement No. 54. To the extent a specific conflict occurs between this policy and the provisions of GASB Statement No. 54, the GASB Statement prevails.

III. DEFINITIONS

- A. “Assigned” fund balance amounts are comprised of unrestricted funds constrained by the district’s intent that they be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount not restricted or committed. The assigned fund balance category will cover the portion of a fund balance that reflects the district’s intended use of those resources. The action to assign a fund balance may be taken after the end of the fiscal year. An assigned fund balance cannot be a negative number.
- B. “Committed” fund balance amounts are comprised of unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the school board and that remain binding unless removed by the school board by subsequent formal action. The formal action to commit a fund balance must occur prior to fiscal year end; however, the specific amounts actually committed can be determined in the subsequent fiscal year. A committed fund balance cannot be a negative number.
- C. “Enabling legislation” means legislation that authorizes a district to assess, levy, charge, or otherwise mandate payment of resources from external providers and includes a legally enforceable requirement that those resources be used only for the specific purposes listed in the legislation.

- D. “Fund balance” means the arithmetic difference between the assets and liabilities reported in a district fund.
- E. “Nonspendable” fund balance amounts are comprised of funds that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. They include items inherently unspendable, such as, but not limited to, inventories, prepaid items, long-term receivables, non-financial assets held for resale, or the permanent principal of endowment funds.
- F. “Restricted” fund balance amounts are comprised of funds that have legally enforceable constraints placed on their use that either are externally imposed by resource providers or creditors (such as through debt covenants), grantors, contributors, voters, or laws or regulations of other governments, or are imposed by law through constitutional provisions or enabling legislation.
- G. “Unassigned” fund balance amounts are the residual amounts in the general fund not reported in any other classification. Unassigned amounts in the general fund are technically available for expenditure for any purpose. The general fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.
- H. “Unrestricted” fund balance is the amount of fund balance left after determining both nonspendable and restricted net resources. This amount can be determined by adding the committed, assigned, and unassigned fund balances.

IV. CLASSIFICATION OF FUND BALANCES

The district must classify its fund balances in its various funds in one or more of the following five classifications: nonspendable, restricted, committed, assigned, and unassigned.

V. MINIMUM FUND BALANCE

The district will strive to maintain a minimum unassigned general fund balance of 8 percent of the annual budget.

VI. ORDER OF RESOURCE USE

If resources from more than one fund balance classification could be spent, the district will strive to spend resources from fund balance classifications in the following order (first to last): restricted, committed, assigned, and unassigned; with the exception that restricted, committed, or assigned fund balance spending may be deferred and

unassigned resources spent first if fund balances need to be preserved to facilitate future expenditure plans.

VII. COMMITTING FUND BALANCE

A majority vote of the school board is required to commit a fund balance to a specific purpose and subsequently to remove or change any constraint so adopted by the board.

VIII. ASSIGNING FUND BALANCE

The school board, by majority vote, may assign fund balances to be used for specific purposes when appropriate. The board also delegates the power to assign fund balances to the following: Superintendent of Schools. Any assignments made must be reported to the school board on an annual basis.

An appropriation of an existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance.

IX. REVIEW

The finance office will monitor the fund balance. If the fund balance falls below the minimum fund balance policy, the school board will implement procedures to stabilize the district's financial position.

Legal References: Statement No. 54 of the Governmental Accounting Standards Board

Cross References: MSBA Service Manual, Chapter 7, Education Funding