



South St. Paul School Board Meeting
Monday, April 11, 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, April 11, 2022	
	B. Committee-of-the-Whole Meeting Minutes, March 28, 2022	3
	C. School Board Meeting Minutes, March 28, 2022	4
III.	QUALITY-IN-ACTION and REPORTS	
	A. Quality-in-Action: Activities Director Chad Sexauer along with coaches and advisors will highlight the winter athletic and activity seasons. (C. Sexauer)	
	B. Report: Chair Linda Diaz will highlight the Public Listening Session submissions. (L. Diaz)	6
	C. Report: Superintendent Zambreno will provide highlights from around the District. (B. Zambreno)	7
IV.	CONSENT ITEMS	
	A. Financial Claims: Bills Payable (B. Hoffman)	8
	B. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves (B. Hoffman)	18
	C. Agreement: Addendum to 2022 Superintendent of Schools Employment Agreement (B. Hoffman)	21
	D. Agreement: Addendum to 2022-2025 Superintendent of Schools Employment Agreement (B. Hoffman)	
V.	POLICY REVIEW	
VI.	BUSINESS ITEMS	
	A. Approval, for the South St. Paul School Board to approve the Resolution Reducing Educational Positions. (B. Hoffman)	24
	B. Approval, for the South St. Paul School Board to approve the Resolution Relating to the Non-Renewal of Probationary	26

Teachers. (B. Hoffman)

VII. INFORMATIONAL ITEMS

- A. **Board Member Reports/Committee Updates:** 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**

March 28, 2022

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

2022-23 Budget Update

Superintendent Zambreno and Finance Director Hoffman reviewed the 2022-23 budget adjustment proposal that was presented to the School Board on March 14. The proposal that will go before the School Board for approval this evening, addresses the \$1.4 million shortfall due to insufficient state and federal funding, declining enrollment and other increased costs. The district will use portions of the one-time ESSER funds to maintain low class sizes and address other critical needs that were identified as a part of the comprehensive ESSER engagement plan with students, families, staff and community.

Identified Official with Authority

With the transition of superintendents, the School Board will be asked this evening to approve Dr. Zambreno as the District's Identified Official with Authority. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties and will revoke that user's access when it is no longer needed to perform their job duties.

School Board Meeting Locations

The district is working closely with the city and Town Square television on the upcoming remodeling project at city hall. The remodeling project will require the district and city council to temporarily shift their board and council meetings to the South St. Paul airport. The shift to the airport is tentatively scheduled for Monday, April 25, 2022 through October.

Town Square television will be shifting their equipment to the airport to allow for live and streamed board and council meetings to continue in addition to in-person attendance options. There will be additional set-up prior to each meeting that each entity will be responsible for.

Committee Updates

Board members provided updates on their various committees.

The 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

MARCH 28, 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, March 28, 2022. Chair Linda Diaz called the meeting to order at 6:00 PM with six Board members present: Inspectors Arend, Diaz, Felton, Laliberte, Walker and Weber. Inspector Raasch was absent. Superintendent Dr. Brian Zambreno was also present along with several staff, and community members.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

MINUTES

By Inspector Weber

Seconded by Inspector Arend

That the South St. Paul School Board approves the March 28, 2022, School Board meeting agenda and minutes for the following meetings:

- Committee-of-the-Whole Meeting Minutes, March 14, 2022
- Regular Meeting Minutes, March 14, 2022

Motion carried (6-0)

QUALITY-IN-ACTION

Technology Director Paul Brashear highlighted how the Technology teams supports the District's mission of personalized learning for all ages by ensuring regular access and support to technology.

REPORTS

Public Listening Session Report – Chair Diaz noted there was one listening session submission regarding a personnel matter.

Superintendent Report – Superintendent Zambreno highlighted his Superintendent Entry Plan as well as various highlights from around the district.

CONSENT ITEMS

By Inspector Walker

Seconded by Inspector Felton

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

Motion carried (6-0)



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: April 11, 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: April 11, 2022

Place on Agenda: Reports

Action Requested: None

Attachment: None

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



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: April 11, 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>
199414	57.00	03/30/2022	EDUCATION MINNESOTA
199415	478.57	03/30/2022	LOCAL #70
199416	1,519.50	03/30/2022	MINNESOTA CHILD SUPP
199417	80.00	03/30/2022	NCPERS GROUP LIFE IN
199418	291.50	03/30/2022	OFFICE AND PROF EMPL
199419	11,965.64	03/30/2022	SOUTH ST PAUL TEACHE
199420	5.00	03/30/2022	SOUTH ST PAUL OPEN F
199421	60.00	03/30/2022	SOUTH ST PAUL EDUCAT
199422	1,008.88	03/30/2022	SSP EASRP
199423	139.99	03/31/2022	ACE HARDWARE & PAINT
199424	750.00	03/31/2022	BACKUPIFY
199425	560.00	03/31/2022	BAYFIELD FRUIT COMPA
199426	427.52	03/31/2022	BUILDING CONTROLS GR
199427	333.81	03/31/2022	CANON FINANCIAL SERV
199428	6,900.89	03/31/2022	CITY OF SOUTH ST PAU
199429	608.50	03/31/2022	COMMERCIAL KITCHEN S
199430	3,022.50	03/31/2022	CREATIVELY FOCUSED
199431	413.56	03/31/2022	DAKOTA SUPPLY GROUP
199432	33.99	03/31/2022	DEMCO
199433	1,335.00	03/31/2022	ED'S TROPHIES
199434	1,076.48	03/31/2022	FILTRATION SYSTEMS I
199435	368.99	03/31/2022	GENERAL PARTS INC
199436	82.85	03/31/2022	GOOD-LITE COMPANY
199437	547.19	03/31/2022	GRAINGER, INC
199438	30.05	03/31/2022	HEIMERL, DANI
199439	39.94	03/31/2022	HOME DEPOT CREDIT SE
199440	299.70	03/31/2022	HORIZON COMMERCIAL P
199441	399.00	03/31/2022	INFINITE CAMPUS
199442	55.52	03/31/2022	JOSTENS
199443	1,814.61	03/31/2022	MCMASTER-CARR SUPPLY
199444	7,388.04	03/31/2022	MIDWEST MACHINERY CO
199445	8.70	03/31/2022	MINNESOTA LOCKS
199446	416.39	03/31/2022	MINNESOTA AIR
199447	63.75	03/31/2022	NAPA AUTO PARTS
199448	5,400.41	03/31/2022	NETWORK SERVICES COM
199449	261.00	03/31/2022	PURCHASE POWER
199450	1,606.51	03/31/2022	SCHOLASTIC BOOK FAIR
199451	151.03	03/31/2022	SPRINT
199452	13,463.13	03/31/2022	TEACHERS ON CALL
199453	95.00	03/31/2022	TRAFERA, LLC
199454	3,963.60	03/31/2022	TRANSPORTATION & DEL
199455	6,443.01	03/31/2022	TRIO SUPPLY CO
199456	3,175.45	03/31/2022	TWIN CITY JANITOR SU
199457	44,489.79	03/31/2022	UPPER LAKES FOODS
199458	61,298.07	03/31/2022	HEALTH PARTNERS
199459	8,946.61	03/31/2022	STANDARD INSURANCE C
199460	125.89	04/07/2022	AABERG, LEA
199461	650.00	04/07/2022	ADWEAR SPECIALTIES,
199462	158.52	04/07/2022	AMAZON CAPITAL SERVI
199463	1,134.20	04/07/2022	BIMBO BAKERIES USA
199464	611.77	04/07/2022	CAPITAL ONE TRADE CR
199465	149.99	04/07/2022	CATALYST SOURCING SO
199466	6,250.00	04/07/2022	CENTER FOR ENERGY &
199467	68.00	04/07/2022	COMO LUBE & SUPPLIES
199468	18.00	04/07/2022	ED'S TROPHIES
199469	370.02	04/07/2022	EDUCATORS BENEFIT CO

CHECK NUMBER	AMOUNT	DATE	CHECK VENDOR
199470	31,470.00	04/07/2022	FLICEK WELDING, LLC
199471	3,930.54	04/07/2022	HASTINGS BUS COMPANY
199472	171,317.14	04/07/2022	INDEPENDENT SCHOOL D
199473	62,451.13	04/07/2022	INDEPENDENT SCHOOL D
199474	49.69	04/07/2022	INTEREUM, INC
199475	871.00	04/07/2022	KIDCREATE STUDIO
199476	75.00	04/07/2022	KROWN, KALEN
199477	698.12	04/07/2022	KWIK TRIP EXTENDED N
199478	96.98	04/07/2022	LAKESHORE LEARNING M
199479	4,095.75	04/07/2022	LINDENMEYR MUNROE
199480	2,381.12	04/07/2022	LINK INTERPRET
199481	99.01	04/07/2022	MAC ENTERPRISES, LLC
199482	60.00	04/07/2022	MCCLELLAN, STACEY
199483	651.11	04/07/2022	OFFICE DEPOT
199484	22,525.00	04/07/2022	REGION 3AA
199485	40.00	04/07/2022	REGION 4A
199486	100.00	04/07/2022	RHS GIRLS GOLF BOOST
199487	46,584.10	04/07/2022	SAFEWAY WISCONSIN, I
199488	751.06	04/07/2022	SAM'S CLUB
199489	1,713.35	04/07/2022	SCHOLASTIC BOOK FAIR
199490	833.12	04/07/2022	SHERWIN WILLIAMS CO
199491	2,376.50	04/07/2022	SPRIGGS PLUMBING & H
199492	24,555.56	04/07/2022	TEACHERS ON CALL
199493	2,325.25	04/07/2022	TETRICK, KELLY
199494	3,788.40	04/07/2022	TRIPLE SHIFT ENTERTA
199495	10,494.08	04/07/2022	TWIN CITY TRANSPORTA
199496	4,167.85	04/07/2022	UPPER LAKES FOODS
199497	157.50	04/07/2022	US FOODS CULINARY EQ
199498	63,456.94	04/07/2022	XCEL ENERGY
202100222	41,914.04	03/30/2022	MINNESOTA PAYROLL TA
202100223	255,884.69	03/30/2022	FEDERAL PAYROLL TAXE
202100224	42,063.34	03/30/2022	PERA
202100225	54,294.56	03/30/2022	TSA/ACH DEDUCTION
202100226	128,534.70	03/30/2022	TEACHER RETIREMENT A
202100227	0.00	03/30/2022	MINNESOTA PAYROLL TA
202100228	0.00	03/30/2022	FEDERAL PAYROLL TAXE
202100229	98.21	03/30/2022	MINNESOTA PAYROLL TA
202100230	563.09	03/30/2022	FEDERAL PAYROLL TAXE
202100231	386.22	03/30/2022	TEACHER RETIREMENT A
202100232	0.00	04/07/2022	MINNESOTA PAYROLL TA
202100233	1,683.00	04/07/2022	FEDERAL PAYROLL TAXE
212200196	199.99	03/28/2022	AANENSON, KARI
212200197	51.98	03/28/2022	BOWEN-JEREZ, TERANIQ
212200198	134.94	03/28/2022	BRANDECKER, LISA
212200199	120.85	03/28/2022	CORNELL, JANE
212200200	299.00	03/28/2022	CROONQUIST, JILL
212200201	46.36	03/28/2022	FINN, JULIA
212200202	10.66	03/28/2022	GORMAN, LISA
212200203	55.54	03/28/2022	GROSS, ERIN
212200204	513.01	03/28/2022	HOLSEN, ERIC
212200205	44.99	03/28/2022	KENNEALY, TIMOTHY
212200206	78.62	03/28/2022	LALIBERTE, NIKKI
212200207	25.90	03/28/2022	LAUBY, TANIA
212200208	288.00	03/28/2022	MCKIBBEN, KORI
212200209	80.53	03/28/2022	MILLER, MELISSA
212200210	466.20	03/28/2022	MOORE, CHRISTOPHER

<u>CHECK</u>		<u>CHECK</u>	
<u>NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>VENDOR</u>
212200211	131.57	03/28/2022	RAMIREZ, JENNA
212200212	2,374.46	03/28/2022	SATTLER, MATTHEW
212200213	125.00	03/28/2022	WEBER, MONICA
	1,193,997.81	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	580,844.56	22,525.00	208,289.48	811,659.04
02	FOOD SERVICE	9,086.37	0.00	59,352.36	68,438.73
04	COMMUNITY EDUCATION	256,791.59	0.00	2,712.64	259,504.23
05	CAPITAL	0.00	0.00	43,542.39	43,542.39
50	ACTIVITY ACCOUNT	10,853.42	0.00	0.00	10,853.42
***	Fund Summary Totals ***	857,575.94	22,525.00	313,896.87	1,193,997.81

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

CHECKRUNS

<u>FUND</u>	<u>DESCRIPTION</u>	<u>March 24, 2022 - April 7, 2022</u>
1	GENERAL	\$811,659.04
2	FOOD SERVICE	\$68,438.73
4	COMMUNITY EDUCATION	\$259,504.23
5	CAPITAL	\$43,542.39
6	CONSTRUCTION	\$0.00
7	DEBT SERVICE	\$0.00
47	OPEB	\$0.00
50	ACTIVITY ACCOUNTS	\$10,853.42
	TOTAL	<u>\$1,193,997.81</u>

Check 199414 - 199498

Employee ACH 212200196 - 212200213

Wire Payments 202100222 - 202100233

PAYROLL

4/7/2022

Payroll Direct Deposit/Special 900076789- 90007676810 \$10,158.50

4/15/2022

9007676811-

All Funds Financial Update For 2021-22 July 1, 2021 - March 31, 2022

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	26,516,464	65%	13,982,696
01-Transportation funds	1,586,500	965,995	61%	620,505
05-Capital funds/Health & Safety	2,449,169	1,799,128	73%	650,041
Total General Fund	<u>44,534,829</u>	<u>29,281,587</u>	66%	<u>15,253,242</u>
<u>Food Service Fund</u>	1,988,646	1,111,708	56%	876,938
<u>Community Service Fund</u>				
04-Community Ed/E.C.F.E./ABE	1,967,805	1,478,065	75%	489,740
<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>\$51,482,618</u>	<u>\$49,649,559</u>	96%	1,833,059

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	27,554,558	66%	14,252,723
Rent/Capital	2,532,383	1,045,258	41%	1,487,125
<u>Food Service Fund</u>	2,094,100	1,381,403	66%	712,697
<u>Community Service Fund</u>	2,006,364	1,747,681	87%	258,683
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>\$51,425,619</u>	<u>\$48,298,393</u>	94%	3,127,226

Special School District #6

South St. Paul, Minnesota

Student Activity Treasurer's Report July 1, 2021 thru march 31, 2022

ACTIVITY ACCOUNT	BEGINNING BALANCE	DISBURSEMENTS	RECEIPTS	ENDING BALANCE
7-8 Student Council	\$ 3,221.45	\$ 336.22	\$ 393.61	\$ 3,278.84
Device Protection	\$ 79,989.21		\$ 1,300.54	\$ 81,289.75
Robotics	\$ 4,343.24	\$ 405.74	\$ 4,000.00	\$ 7,937.50
Business	\$ 62.99			\$ 62.99
HS Random Acts	\$ 138.25	\$ 215.76	\$ 215.76	\$ 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)	\$ 777.24	\$ 3,118.76	\$ 1,594.03
4 A day 7th Grade	\$ 2,007.05			\$ 2,007.05
Early Childhood	\$ 3,230.88	\$ 3,162.68	\$ 5,190.00	\$ 5,258.20
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		\$ 173.72	\$ 615.04
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	\$ 466.47	\$ 375.00	\$ 2,493.80
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	\$ 2,126.40	\$ 204.00	\$ 4,483.49
Golf - Boys	\$ 216.45			\$ 216.45
Golf - Girls	\$ 1,871.77	\$ 2,374.46	\$ 1,554.00	\$ 1,051.31
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	\$	69.34	\$	874.14		
JH Knowledge Bowl	\$	532.99			\$	532.99		
SADD	\$	98.81	\$	575.00	\$	507.00	\$	30.81
Basketball - Boys	\$	930.38	\$	970.00	\$	120.45	\$	80.83
Baseball	\$	596.60					\$	596.60
Basketball - Girls	\$	696.30	\$	1,479.59	\$	1,560.30	\$	777.01
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	\$	248.13
Hockey - Girls	\$	657.36	\$	7,922.51	\$	7,922.51	\$	657.36
Danceline	\$	-					\$	-
Soccer - Boys	\$	364.86	\$	-	\$	100.29	\$	465.15
Softball	\$	2,253.78	\$	780.00	\$	450.00	\$	1,923.78
Tennis - Girls	\$	2,207.19	\$	420.00			\$	1,787.19
Track Boys	\$	31.32					\$	31.32
Volleyball	\$	836.95	\$	304.11	\$	100.25	\$	633.09
Wrestling	\$	240.26	\$	990.26	\$	2,144.20	\$	1,394.20
Tennis - Boys	\$	74.20					\$	74.20
Lang Arts 8th Gr	\$	157.08					\$	157.08
CDLU	\$	195.50			\$	43.67	\$	239.17
LC Student Ambassa	\$	212.54					\$	212.54
French	\$	798.03					\$	798.03
Lincoln Center	\$	15,508.18					\$	15,508.18
Senior Program	\$	943.65	\$	641.58	\$	4,015.04	\$	4,317.11
Spanish	\$	601.68	\$	72.04			\$	529.64
Autism	\$	172.76					\$	172.76
KEC PBIS	\$	5,687.86	\$	1,805.53			\$	3,882.33
All Night Sr Party	\$	7,298.33	\$	3,734.88	\$	6,898.67	\$	10,462.12
Kec Student	\$	25,731.83	\$	11,213.24	\$	9,237.84	\$	23,756.43
IB History Trip	\$	1,326.67					\$	1,326.67
LC PBIS	\$	2,871.81	\$	4,141.84	\$	1,550.00	\$	279.97
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	\$	3,068.31
TOTALS:	\$	221,345.75	\$	71,777.67	\$	87,489.13	\$	236,790.12

SOUTH ST. PAUL PUBLIC SCHOOLS
 SPECIAL DISTRICT NO. 6
 Month of March 2022

	BREMER CHECKING	BREMER PAYROLL	BREMER CREDIT CARD	FOOD SERVICE CREDIT CARD	BREMER SCHOOL FEES	STOCKYARD SCHOOL STORE	BREMER Money market	MN LIQ ASSET MONEY MKT	TOTAL CASH	TOTAL CASH AND INVESTMENTS
Bank Balance	422,227.44	0.00	26,825.99	32,648.53	43,924.28	9,783.01	3,297,913.62	15,085,648.97		0.00
O/S Checks	(208,926.83)									0.00
Deposits in Transit (direct deposit recall)	\$18.00									
Other Reconciling Items	(\$18.00)									0.00
PR TSA										
PR State Taxes										
PR PERA										
PR TRA										
PR Federal Taxes										
Retirees Med payments Dec										
PR PERA										
PR State Taxes										
Retirees Med payments Jan										
										0.00
Book Balance	213,300.61	0.00	26,825.99	32,648.53	43,924.28	9,783.01	3,297,913.62	15,085,648.97	18,710,045.01	0.00
Flex Account:										
Beginning O/S Checks Balance per Books										Total Cash per General Ledger
Transfers from Bremer Checking (to cover clearing checks)			35,348.49 (+)							18,710,045.01
March Claims (checks written)			(35,348.49) (-)							Difference
Ending O/S Checks Balance Per Books			0.00							0.00
O/S Checks			0.00							
Difference			0.00							



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: April 11, 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

4-11-22

Certified

A. Appointments/Reassignments

2021-22 Curriculum Writing – ABE (\$29.00 per hour)
Sara Maldonado – 33.5 hours (increase from 20 hours)
Heidi Mogollon – 33.5 hours (increase from 20 hours)
Carolyn Oleson – 20 hours

2021-22 ECA

THEATRE

Costumer – Spring	Ebert, Lori**	\$1,206
Junior Director – Summer	Holsen, Kris**	\$1,809

2022-23 ECA

DANCE TEAM

Head Coach	Wilson, Roz**	\$5,110
------------	---------------	---------

VOLLEYBALL

Varsity Asst/JV Coach	Fischer, Hannah*	\$3,668
-----------------------	------------------	---------

* indicates a non-district employee

** indicates a returning non-district employee

B. Resignations/Retirements/Leaves/Reductions/Other

1. Randall Bjorklund – Retirement, 1.0 FTE .8 FTE Physical Education Teacher and .2 FTE DAPE Teacher, High School, effective June 10, 2022.
2. Barbara Bodette – Leave of absence, 1.0 FTE Family & Consumer Science Teacher, High School, effective May 16, 2022, through June 10, 2022.
3. Peggy Severs – Leave of absence, 1.0 FTE Special Education Teacher, High School, effective April 11, 2022, through June 10, 2022.

Classified

A. Appointments/Reassignments

1. Michael Bahl – Part-Time Cleaner, Secondary Building, \$17.33 per hour, 20 hours per week, effective April 4, 2022.
2. Lisa Pawlenty – Nutrition Services Assistant, Secondary Building, \$16.55 per hour, 20 hours per week, effective April 4, 2022.
3. Tracy Ramirez – Early Learning Assistant (Long-Term Substitute), Kaposia Education Center, \$18.17 per hour, 35 hours per week, effective April 7, 2022, through June 8, 2022.

Change of Assignment – Effective April 11, 2022

Holly Marchio – Special Education Assistant, change from Lincoln Center to Kaposia Education Center

B. Resignations/Retirements/Leaves/Reductions/Other

1. Shelby Abdul-Khalek – Termination, Special Education Assistant, Kaposia Education Center, effective March 25, 2022.
2. Aimee Linhart – Resignation, Student Supervisor, Secondary Building, effective April 4, 2022.
3. Eileen O'Rourke – Retirement, Administrative Assistant-Special Services, District Office, effective July 27, 2022.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, April 11, 2022

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

Action Requested: Approval

Attachment: Superintendent Contract Addendums 2022 and 2022-2025

Topic: Superintendent Contract Addendums
Presenter(s): Brady Hoffman, Finance Director
Background: The District has discovered that the Superintendent life insurance contract language for both the 2022 term and 2022-25 term does not agree with the policy standards set forth for other administrators. With the School Board's approval, approving the following addendums for both terms will correct this oversight.
Recommendation: Administration is recommending the approval of the proposed Superintendent contract addendums.
Alternatives: Do not approve the proposed Superintendent contract addendums



South St. Paul Public Schools Special School District 6

Addendum to 2022 Employment Agreement SUPERINTENDENT OF SCHOOLS

Revise Section V. C. to state:

C. Life Insurance. The District will select and pay the total premium for a term life insurance policy with a death benefit in the amount of two times the Superintendent's salary, rounded to the nearest dollar and not to exceed ~~\$25~~ \$400,000. This paragraph will not apply unless the Superintendent qualifies for and enrolls in the plan that is offered by the District. During the term of this Agreement, the District will pay the full amount of the monthly premium for the policy offered by the District. The life insurance policy will be payable to the Superintendent's named beneficiary.

I have subscribed my signature this 11th day
of April, 2022

Dr. Brian Zambreno, Superintendent

I have subscribed my signature this 11th day
of April, 2022

Linda Diaz, School Board Chair

Nikki Laliberte, School Board Clerk

South St. Paul
Public Schools



South St. Paul Public Schools Special School District 6

Addendum to 2022 - 2025 Employment Agreement SUPERINTENDENT OF SCHOOLS

Revise Section V. C. to state:

C. Life Insurance. The District will select and pay the total premium for a term life insurance policy with a death benefit in the amount of two times the Superintendent's salary, rounded to the nearest dollar and not to exceed ~~\$25~~ \$400,000. This paragraph will not apply unless the Superintendent qualifies for and enrolls in the plan that is offered by the District. During the term of this Agreement, the District will pay the full amount of the monthly premium for the policy offered by the District. The life insurance policy will be payable to the Superintendent's named beneficiary.

I have subscribed my signature this 11th day
of April, 2022

Dr. Brian Zambreno, Superintendent

I have subscribed my signature this 11th day
of April, 2022

Linda Diaz, School Board Chair

Nikki Laliberte, School Board Clerk



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, April 11, 2022

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

Action Requested: Approval

Attachment: Resolution Reducing Educational Positions

Topic: Resolution Reducing Educational Positions
Presenter(s): Brady Hoffman, Finance Director
Background: Each year, during the budget planning process there are staffing changes for various reasons, including student driven scheduling, changes in enrollment, budget reductions, and curriculum changes. Attached is a resolution identifying a department that may have positions reduced resulting in unrequested leaves of absence.
Recommendation: Administration is recommending the approval of the resolution.
Alternatives: Do not approve the resolution and direct administration with next steps.

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

Inspector _____ introduced the following resolution and moved its adoption at the Monday, April 11, 2022 School Board meeting:

RESOLUTION REDUCING EDUCATIONAL POSITIONS

WHEREAS, the School Board of Special School District 6, South St. Paul, approved the 2022-23 budget guiding change document on February 14, 2022 that set the parameters for the general fund budget.

WHEREAS, on March 28, 2022, the School Board approved the recommended 2022-23 budget adjustments based on the parameters set in February.

BE IT RESOLVED by the School Board of Special School District 6, South St. Paul, that positions in the following department, or portions thereof, may be reduced :

- Physical Education

The motion for the adoption of the foregoing resolution was duly seconded by Inspector _____.

On a roll call vote, the following voted in favor:

Inspectors:

And the following voted against:

Whereupon said resolution was declared duly passed and adopted.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: April 11, 2022

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

Action Requested: Approval

Attachment: Non-Renewal of Probationary Teachers Resolution

Topic: Non-Renewal of Probationary Teachers Resolution
Presenter(s): Brady Hoffman, Finance Director
Background: Each year, we must release a number of probationary teachers for various reasons including student driven scheduling, changes in enrollment, budget reductions, curriculum changes, licensure issues, mid-year placements and performance issues. Attached is a resolution to terminate contracts of a number of probationary teachers. This resolution terminates contracts for those listed, at the end of the current 2021-22 school year.
Recommendation: Administration recommends the approval of the resolution
Alternatives: Do not approve the resolution and direct administration with next steps.

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

Inspector _____ introduced the following resolution and moved its adoption at the Monday, April 11, 2022 School Board meeting:

**RESOLUTION RELATING TO THE NON-RENEWAL
OF PROBATIONARY TEACHERS**

WHEREAS, the following teachers are probationary teachers in Special School District No. 6.

BE IT RESOLVED by the School Board of Special School District No. 6, pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contracts of these probationary teachers in Special School District No. 6, are hereby terminated effective at the end of the 2021 - 2022 school year.

Joshua Craig	Special Education	Secondary	1.00
Stephanie Drow	Counselor	Secondary	1.00
Steven Forsythe	Special Education	Elementary	1.00
Madison Idhe	Music	Elementary	1.00
Michael Iverson	Special Education	Elementary	1.00
Graham Judd	Art	Secondary	1.00
Linden Kirscht	Vocal Music	Secondary	0.80
Jessica Kohanek	Art, Physical Education and Work Readiness	Secondary	1.00
Michael Kretschmar	French and Spanish	Secondary	1.00
Jenna Kvalheim	Counselor	Elementary	1.00
Tyler LaRose	Spanish	Secondary	0.90
Rachael Larson	Spanish	Secondary	0.40
Jeffrey Montes Cardona	Science	Secondary	1.00
Faith Purvey	Art	Secondary	1.00
Ricardo Rivera	Technology Education and Spanish	Secondary	1.00
Edwin Rosas	English Language Learning	Secondary	0.50
Peggy Severs	Special Education	Secondary	1.00
Michelle St. Martin	Grade Two	Elementary	1.00
Ellyn Thompson	Humanities	Secondary	1.00
Cassidy Watson	Grade One	Elementary	1.00
Anne-Marie White	Media and Technology	Elementary	1.00
Baily Zanish	Grade Five	Elementary	1.00

BE IT FURTHER RESOLVED that written notice be sent to said teachers regarding non-renewal of their contracts in accordance with Minnesota law.

The motion for the adoption of the foregoing resolution was duly seconded by Inspector _____.

On a roll call vote, the following voted in favor:

Inspectors:

And the following voted against:

Whereupon said resolution was declared duly passed and adopted.