



South St. Paul School Board - Committee-of-the-Whole

Monday, December 12, 2022 5:00 PM

Location: CITY HALL

125 THIRD AVENUE NORTH

South St Paul, Minnesota 55075

Agenda

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SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, December 12, 2022

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

Action Requested: Approval

Attachment:

Topic: 2022-2023 Independent Employee Agreement
Presenter(s): Joel Milteer, Human Resource Director, and Brady Hoffman, Finance Director
Background: <p>Administration recommends the creation of a new independent group of employees for part-time Cleaners, and a one-year agreement for 2022-2023. These employees were previously members of the Custodial and Maintenance bargaining group; however, were removed from the group through recent negotiations. Administration also recommends that the employees in the newly created independent group, receive a 2% salary increase to the base salary previously earned while members of the Custodial and Maintenance bargaining group contract.</p> <p>This agreement is within the salary parameters established by the Board of Education.</p>
Recommendation: <p>Approval of 2022-2023 Independent Employee Agreement</p>
Alternatives: <p>Do not approve and direct administration with next steps.</p>



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, December 12, 2022

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

Action Requested: Approval

Attachment: 2022-2023 Student Teacher Agreement – Augsburg University

Topic: Student Teacher Agreement – Augsburg University
Presenter(s): Joel Milteer, Human Resources Director
<p>Background:</p> <p>A student teacher placement has been coordinated between the Augsburg University and South St. Paul School District beginning in January 2023. To finalize the student teacher placement, approval of the agreement between Augsburg University and South St. Paul Schools is necessary. This agreement and placement aligns with South St. Paul Schools Student Teaching Policy #437.</p>
<p>Recommendation:</p> <p>Approval of 2022-23 Student Teacher Agreement with Augsburg University.</p>
<p>Alternatives:</p> <p>Do not approve Student Teacher Agreement and direct administration with next steps.</p>

**MUTUAL AGREEMENT FOR STUDENT TEACHING
BETWEEN
AUGSBURG UNIVERSITY
MINNEAPOLIS, MINNESOTA
AND
SOUTH ST. PAUL PUBLIC SCHOOLS
2022-23**

This agreement is entered into between South St. Paul Public Schools, South St. Paul, Minnesota (the "District") and Augsburg University, Minneapolis, Minnesota (the "College/University"). The purpose of this Agreement is to outline the terms of the training/student teaching experience for the student of the College/University and to identify the responsibilities of the College/University and the District.

The following conditions are made a part of the agreement:

The College/University agrees to:

1. Place at the District only student teachers who are eligible for such placement under state and College/University rules, and School Board regulations. All student teacher placements will be initiated through and approved by the District through its department of human resources.
2. Inform its faculty and students of the District's policies and regulations that relate to the placement at the District.
3. Provide District with College/University student teaching expectations/requirements.
4. Pay stipend to the cooperating teacher of the District based on College/University policy for each student teacher placed.
5. Provide regular student teaching supervision by a qualified designee(s) of the College/University.
6. Cooperate with the District in the development and implementation of the District's Student Teaching Program.
7. Notify the District in the event a student teacher placed at the District is no longer enrolled in the College/University's program.

The District agrees to:

1. Supply to the student teacher so placed by College/University an opportunity to work in a teaching learning situation under the supervision of a practicing teacher who holds a continuing license and has at least three years total teaching experience.
2. Cooperate with College/University in the development and implementation of the District's Student Teaching Program.

3. Ensure that all student teachers placed at the District complete a criminal background check, at the expense of the student teacher or College/University, prior to the student teacher beginning at the District.
4. Provide appropriate supervision of the student teacher while at the District pursuant to rules promulgated by its Board. Such rules may not conflict with any minimum requirements established by the State or College/University with regard to the Student Teaching Program.
5. Immediately notify College/University if there is a change in the licensure status of any cooperating teacher providing supervision to any student teacher assigned hereunder.
6. Not replace any of its employees nor fill any vacancies normally filled by an employee with a student teacher assigned under this agreement. Therefore, a student teacher will not act as a substitute teacher.
7. Provide the College/University with copies of all policies and regulations applicable to student teachers.
8. Provide emergency medical care to the student teacher or College/University faculty member, at the District (if available) in case of injury or illness, or obtain other appropriate treatment as they choose. Any hospital or medical costs arising from such injury or illness will be the sole responsibility of the College/University faculty member or student teacher who received the treatment and not the District.
9. Reserve the right to deny a student teaching opportunity to an applicant and to terminate a student teaching assignment at any time, due to a lack of funding or for any other reason.
10. Recognize that it is the policy of both the District and the College/University to prohibit discrimination and ensure equal opportunities in its educational programs, activities, and all aspects of employment for all individuals regardless of race, color, creed, religion, gender, national origin, sexual orientation, veteran's status, marital status, age, disability, status with regard to public assistance, or inclusion in any group or class against which discrimination is prohibited by federal, state, or local laws and regulations. The District agrees to adhere to this policy in implementing this agreement.

Liability:

Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and will not be responsible for the acts of the other party and the results thereof. The College/University's liability will be governed by the Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, as amended, and by this Agreement or any other laws applicable to the College/University. The District's liability will be governed by Minnesota Statutes Section 466.04, as amended.

Term of Agreement:

This agreement will commence on July 1, 2022, and end on June 30, 2023. This Agreement may be terminated by either party at any time upon 60 days' written notice to the other party. Termination by the District will not automatically become effective with respect to student teachers then participating in the learning experience program, and said student teachers may be allowed to continue at the sole option of the District.

General Provisions:

1. Neither the District nor the College/University will assign or transfer any rights or obligations under this agreement without the prior written consent of the other party.
2. Any amendments to this agreement will be in writing and signed by authorized representatives from each party.
3. The parties agree that in fulfilling the duties of this agreement, they are responsible for complying with the Americans with Disabilities Act, 42 U.S.C. Chapter 12101, et seq., and any regulations promulgated by the Act.
4. Student teachers are participants in an educational program, and for purposes of this agreement, shall not be considered employees of either the College/University or the District, except as provided for in Minnesota Statutes Section 122A.69. Student teachers shall not be entitled or eligible to participate in any benefits or privileges given or extended to employees of the College/University or the District, except as provided by Minnesota Statutes Section 122A.69.
5. The State of Minnesota has laws (the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (the "MGDPA")) that classify the College/University's written and electronic information as public, private, or confidential. Except as otherwise provided in law or College/University policy, data on students is private and may not be shared with any other party. If the District receives a request from a third party for any data provided to the District by the College/University, the District agrees to immediately notify the College/University. The parties additionally acknowledge that the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and 34 C.F.R. § 99, apply to the use and disclosure of education records that are created or maintained under this agreement.
6. Student teachers assigned to the learning experience program at the District under this agreement will be required to sign a Student Teaching Program Agreement before the student teacher begins the Student Teaching Program at the District.

Approved:

Signed For: **Augsburg University**

Name: Paula O'Loughlin

Title: Provost & Senior VP for Academic and Student Affairs

Signature: 

Date: 11/29/2022

Signed For: **South St. Paul Public Schools**

Signature: _____
School Board Chair

Date: _____



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, December 12, 2022

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

Action Requested: Approval

Attachment: 2022-23 Proposed Miscellaneous Wages - Updated

Topic: 2022-23 Miscellaneous Wages
Presenter(s): Joel Milteer, Human Resource Director and Brady Hoffman Finance Director
Background: Annually, miscellaneous wages for various tasks or assignments are recommended to the School Board approval. The assignments included are game workers, officials, community education, substitute rates and other miscellaneous rates. The School Board approved most rates on September 26, 2022. Administration is requesting approval for rate of pay changes for the following substitute positions for the 2022-23 school year: <ul style="list-style-type: none">• Retired Teachers• School Nurses• Building Cleaners• Nutrition Services Assistant
Recommendation: Approval of 2022-23 Miscellaneous Wages for substitutes and other rates.
Alternatives: Do not approve 2022-23 Miscellaneous Wages and direct administration with next steps.

2023-24 Miscellaneous Wages

Rates are hourly unless otherwise indicated

**indicates a new rate which is effective the date the School Board approves the rate*

Category	Assignment	Wage
Substitutes	Retired Teacher (including SSP retirees), Preschool Instructor	\$200*/day, \$100 half day (up to 4 hours), \$26/hour
	Preschool Instructor – long term substitute (30 consecutive days in the same assignment)	\$29.34
	District/Building Teacher (full day, school year)	\$220/day
	Building Administrator-internal (full day, school year)	\$150/day
	School Nurse (LSN/RN credential)	\$30.00*
	School Nurse (LPN credential)	\$23.00
	Clerical/Health Assistant	\$19.00
	Student Supervision (lunchroom, crossing guard, bus, parking lot)	\$15.00
	Kids Choice, Classroom, Early Learning Assistant	\$16.00
	Special Ed Assistant, One-On-One Assistant	\$17.00
	Special Ed Assistant - long term substitute (30 consecutive days in the same assignment)	\$18.00
	Classroom Assistant (full day, school year)	\$18.00
	Cleaner	\$17.00*
	Nutrition Services Assistant	\$16.00*
	Community Education/Other	Aquatics Lead Instructor
Building Supervisor		\$15.00
Child Care (events, classes, meetings)		\$15.00
Facilitator (group, class, event)		\$25.00
Fitness Instructor		\$23.50
Food Service Catering Cook Manager		\$23.00
Food Service Catering Assistant		\$16.00
Gymnastics Instructor		\$17.00
Gymnastics Lead Instructor		\$23.00
Life Guard		\$16.00
Packer Pad Assistant		\$13.00
Packer Pad Supervisor		\$13.50
Summer Camp Coach		\$18.00
Summer Strength Advisor		\$18.00
WSI Assistant		\$15.00
WSI Instructor		\$17.00
Gymnastics Assistant	\$15.00	
Students (District 6)	Kids Choice Aide	\$15.00
	Summer Camp Assistant	\$15.00
	Summer Strength Assistant	\$15.00

2023-24 Miscellaneous Wages

Rates are hourly unless otherwise indicated

**indicates a new rate which is effective the date the School Board approves the rate*

Category	Assignment	Wage
Game Workers	Tickets/Admissions, Announcer/Press Box, Scorer/Timer, Line Judge, Libero Tracker, Supervision/Security <u>Event:</u> Swimming & Diving Girls & Boys, Soccer (Single Game), Gymnastics, Basketball-Varsity, JV, B-Squad (Scorer/Timer/Announcer), Volleyball (Announcer/Line Judge/Libero Tracker), Football (Press box)	\$30 per event
	Tickets/Admissions, Announcer/Press Box, Scorer/Timer, Line Judge, Supervision/Security, Timer/Judge <u>Event:</u> Hockey, Soccer (Double Header), Wrestling (Dual or Tri), Football (Ticket/ Admissions & Supervision/Security), Volleyball (Ticket/Admissions & Scorer), Basketball-2 games (Ticket/Admissions), Track	\$50 per event
	Tickets/Admissions, Announcer/Press Box, Scorer/Timer, Line Judge, Supervision/Security <u>Event:</u> Basketball-3 games (Tickets/Admissions), Wrestling (Quad)	\$100 per event
	Site Manager Event: Swimming & Diving Girls (Meet), Dance Team (Regular Meet), Gymnastics, Swimming & Diving Boys (Meet), Wrestling (Dual), Baseball, Softball, Track & Field (Dual)	\$50 per event
	Site Manager Soccer (Single game), Swimming & Diving Girls (Invitational), Volleyball, Basketball, Hockey Wrestling (Tri), Swimming & Diving Boys (Invitational), Track & Field (Triangular)	\$75 per event
	Site Manager Football (Home/Away), Soccer (Double Header), Dance Team (Sat Meet), Dance Team (Saturday Meet), Wrestling (Quad)	\$100 per event
<i>(as determined by the Metro Official's Fee Structure)</i>	FOOTBALL	Per Event
	Varsity Game (5 Officials)	\$92
	JV/B/9 Game (3 Officials)	\$80
	Middle School - per official	\$70
	SOCCER	Per Event
	Varsity (3 Officials)	\$77
	Varsity (2 Officials)	\$87
	Doubleheader (3 Officials)	\$139
	Doubleheader (2 Officials)	\$158
JV/B/9 - Game (2 Officials)	\$54	

2023-24 Miscellaneous Wages

Rates are hourly unless otherwise indicated

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Category	Assignment	Wage
	JV/B/9 - Double Header (2 Officials)	\$95
	JV/B/9 Game (1 Official)	\$62
	JV/B/9 Double Header (1 Official)	\$110
	Middle School (per official)	\$45
	Single Game Cancelled	1/2 Fee
	Single Game Suspended	2/3 Fee
	Doubleheader-second Game Cancelled	game fee
	Doubleheader-second Game Suspended	game fee
	SWIMMING	Per Event
	Double Dual (Varsity & JV)	\$135
	Double Dual (Varsity Only)	\$120
	Offsite Diving	\$58
	Varsity & JV Meet (2 Officials with up to 5 more exhibition heats or extra dives 36/team)	\$77
	Varsity & JV Meet (1 Official with up to 5 more exhibition heats or extra dives 36/team)	\$87
	Invitational Meet (per hour)	\$42
	VOLLEYBALL	Per Event
	Varsity (2 Officials)	\$76
	Varsity/JV & B (2 Officials)	\$94
	Any combination of two JV/B/9	\$79
	Lower Level Match (1 Official)	\$53
	Additional Prelim (9th grade) match added to (JV or B) + Varsity (add to total amount)	\$32
	Varsity Tournament (2 Officials)	\$38
	JV/B/9 Tournament (1 or 2 Officials)	\$35
	Middle School (per official)	\$45
	BASKETBALL	Per Event
	Varsity Game (2 or 3 Officials)	\$82
	Varsity plus Lower Level	\$118
	Varsity Double Header (2 or 3 Officials)	\$134
	Two Lower Level Games (JV or B)	\$101
	Single Game (Non 9th Grade Lower Level)	\$64
	Two 9th Grade Games	\$93
	Single 9th Grade Game	\$64
	Middle School (2 officials - 2 games)	\$52
	Middle School (1 official -2 games)	\$64
	GYMNASTICS	Per Event
	Varsity & JV (2 Officials)	\$120
	Varsity & JV (3 Officials)	\$96
	8 Team Invitational (per official)	\$124
	HOCKEY	Per Event
	Varsity Game (Referee)	\$94
	Varsity Game (Linesman)	\$77
	JV (Official)	\$77
	WRESTLING	Per Event
	Varsity & JV (1 Official)	\$107

2023-24 Miscellaneous Wages

Rates are hourly unless otherwise indicated

**indicates a new rate which is effective the date the School Board approves the rate*

Category	Assignment	Wage
	Varsity Only (1 Official)	\$77
	Two Varsity Duals	\$126
	Three Varsity Duals	\$162
	One JV Dual	\$59
	Two JV Duals	\$96
	Three JV Duals	\$122
	One Varsity Dual	\$143
	Two Varsity Duals	\$123
	Middle School/Junior High	\$64
	One 9th Dual	\$64
	Two 9th Duals	\$91
	Three 9th Duals	\$108
	Weigh-ins - Meet	\$20
	Weigh-ins - Tournament	\$40
	<i>Tournaments</i>	
	Varsity (less than 8 hrs.)	\$219
	Varsity (more than 8 hrs.)	\$244
	JV/9 (less than 8 hrs.)	\$174
	JV/9 (more than 8 hrs.)	\$194
	BASEBALL	Per Event
	Varsity Game (2 Umpires)	\$83
	B/JV/9 (1 Umpire)	\$83
	Two 5 inning games (Less than Varsity) 5/7th Pay/game	\$59.75
	Middle School (per official)	\$57
	SOFTBALL	Per Event
	Varsity (2 Umpires)	\$75
	B/JV/9 (1 Umpire)	\$75
	Two 5 inning games (Less than Varsity) 5/7th Pay/Game	\$52.50
	Middle School (per official)	\$50
	DANCE TEAM	Judge
	Number of Routines	
	2	\$43
	3 to 4	\$48
	5 to 10	\$58
	11 to 15	\$64
	16 to 20	\$74
	21 to 25	\$77
	26 to 30	\$84
	31 to 40	\$94
	41 to 50	\$110
	51 to 60	\$120
	61 to 70	\$130
	71 to 80	\$156
	81 to 90	\$171
	91 to 100	\$192



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: December 12, 2022

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

Action Requested: Approval

Attachment: Resolution Designating Polling Places for the 2023 Elections

Topic: Polling Place Designation
Presenter(s): Superintendent Dr. Brian Zambreno
<p>Background:</p> <p>Minnesota Statutes 204B.16, Subd 1, states that by December 31 of each year, the governing body of each municipality/school district and of each county with precincts, must designate by ordinance or resolution, a polling place for each election precinct. The polling places designated in the resolution are the polling places for the following calendar year.</p>
<p>Recommendation:</p> <p>Approve of the resolution designating polling places for the 2023 elections</p>
<p>Alternatives:</p> <p>N/A</p>

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

Pursuant to due call and notice thereof, a regular meeting of the School Board of Special School District No. 6 (South St. Paul Public Schools), State of Minnesota, was duly held in said school district on the 12th day of December 2022, at 6:00 p.m.

Member _____ introduced the following Resolution and moved its adoption:

RESOLUTION DESIGNATING POLLING PLACES FOR THE 2023 ELECTIONS

WHEREAS, Minnesota Statutes 204B.16, Subd. 1 requires the School District, by ordinance or resolution, to designate polling places for the upcoming year; and

WHEREAS, changes to the polling place locations may be made at least 90 days before the next election if one or more of the authorized polling places become unavailable for use; and

WHEREAS, changes to the polling place locations may be made in the case of an emergency when it is necessary to ensure a safe and secure location for voting; and

NOW, THEREFORE, BE IT RESOLVED, that the School Board for South St. Paul Public Schools, Special School District 6 hereby designates the following polling places, that serve all territory in the South St. Paul Public School District and the City of South St. Paul, for elections conducted in 2023:

Precinct 1:	St. John Vianney 789 17 th Avenue North	Precinct 2:	First Presbyterian Church 535 20 th Avenue North
Precinct 3:	Luther Memorial Church 315 15 th Avenue North	Precinct 4:	Dakota County Museum 130 3 rd Avenue North
Precinct 5:	Kaposia Education Center 1225 First Avenue South		

AND BE IT FURTHER RESOLVED that the School Board Clerk is hereby authorized to designate a replacement meeting the requirements of the Minnesota Election Law for any polling place designated in this Resolution that becomes unavailable for use by the City;

AND BE IT FURTHER RESOLVED that the School Board Clerk is hereby authorized to designate an emergency replacement polling place meeting the requirements of the Minnesota Election Law for any polling place designated in this Resolution when necessary to ensure a safe and secure location for voting:

AND BE IT FURTHER RESOLVED that the School District is directed to send a copy of this resolution and any subsequent polling place designations to the Dakota County Elections Office.

The motion for the adoption of the foregoing resolution was duly seconded by _____ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the resolution:

Whereupon this Resolution was declared duly passed and adopted this 12th day of December 2022.

Secretary-Clerk, School Board
South St. Paul Public Schools, Special School District 6



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, December 12, 2022

Place on Agenda: Regular Meeting

Action Requested: Approval

Attachment: Summary of Payable 2023 Property Tax Levy
Public Hearing PowerPoint

Topic: Approval of Payable 2023 Levy at \$15,166,270.46
Presenter(s): Brady Hoffman, Director of Finance
<p>Background: Attached is the Payable 2023 Property Tax Levy. At the regular meeting, I will be asking for Board approval to set the levy at \$15,166,270.46. This is an increase of 35.2% from last year's levy.</p> <p>Below is the levy timeline for the Payable 2023 Levy: September 24 – Board of Education approved preliminary levy September 30 – Levy due to Dakota County and Minnesota Department of Education Mid-November – Dakota County mailed proposed property tax statements to South St Paul property owners December 12 – Board of Education holds Public Hearing for Taxes Payable in 2023 and approves the final payable 2023 levy certification</p> <p>During the regular meeting, we will hold the Public Hearing for Taxes Payable in 2023. I will make a presentation of the levy and provide required information on:</p> <ul style="list-style-type: none"> - School district funding overview - District budget - Payable 2023 property tax levy and reasons for the change in levy - After the presentation, the public will be able to make comments regarding the levy
Recommendation: Approval
Alternatives: N/A

**South St Paul Public Schools
Final Payable 2023 Levy**

Fund Levy Category	FINAL Payable 2022	FINAL Payable 2023	Dollar Change	Percent Change
<u>General Fund:</u>				
Referendum	\$ 2,256,172	\$ 6,056,012	\$ 3,799,840	
Local Optional	2,034,218	1,999,573	(34,645)	
Equity	426,184	235,605	(190,579)	
Transition	95,584	90,985	(4,599)	
Capital Projects Referendum	789,039	834,135	45,096	
Operating Capital	246,027	267,385	21,358	
Alternative Teacher Compensation	290,981	282,917	(8,064)	
Achievement and Integration	180,658	175,431	(5,227)	
Reemployment Insurance	30,000	30,000	-	
Safe Schools	117,884	112,211	(5,673)	
Safe Schools Intermediate	49,118	46,755	(2,363)	
Career and Technical	58,383	62,188	3,805	
Long Term Facilities Maintenance	715,503	725,384	9,881	
Building/Land Lease	627,223	632,616	5,393	
Capital Facilities Bonds	(178,185)	(174,825)	3,360	
Adjustments/Abatements	(46,959)	115,499	162,458	
Total General Fund	\$ 7,691,830	\$ 11,491,871	\$ 3,800,041	49.4%
<u>Community Service Fund:</u>				
Basic Community Education	\$ 154,720	\$ 154,720	\$ -	
Early Childhood Family Education	59,870	65,076	5,206	
Home Visiting	2,238	2,389	151	
School Age Care - Disabled	200,000	200,000	-	
Adjustments/Abatements	96,322	394	(95,928)	
Total Community Service Fund	\$ 513,150	\$ 422,579	\$ (90,571)	-17.7%
<u>Debt Service Fund:</u>				
Initial Debt Service	\$ 2,940,708	\$ 3,366,558	\$ 425,850	
Capital Facilities Bonds	178,185	174,825	(3,360)	
Reduction for Debt Excess	(107,533)	(290,733)	(183,200)	
Adjustments/Abatements	1,190	1,171	(19)	
Total Debt Service Fund	\$ 3,012,550	\$ 3,251,821	\$ 239,271	7.9%
Total All Levies	\$ 11,217,530	\$ 15,166,271	\$ 3,948,741	35.2%



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, December 12, 2022

Place on Agenda: COW

Action Requested: Discussion

Attachment: Guiding Change Document – 2022-23 Budget

Topic: Guiding Change Document – 2023-24 Budget
Presenter(s): Brady Hoffman, Finance Director
Background: <p>A Guiding Change Document is a tool used by boards to identify parameters for administration to use while they are preparing a recommendation to go before the school board.</p> <p>The Guiding Change Framework defines three critical components, including:</p> <ul style="list-style-type: none">• Results (<i>What is our goal?</i>) – define the desired outcomes in terms of vision for the future and benefit to the district.• Current Reality (<i>What are our current conditions?</i>) – define the current conditions of the district and its environment in terms of strategic plan, external/internal influences and trends, and data, facts and perceptions• Unacceptable Means (<i>What will we not do?</i>) – define the few, high-level approaches, behaviors or intentions that the district will not engage in to achieve the desired results. <p>This framework takes an “end-in-view” approach in which a single result is not predetermined therefore promoting the development of a variety of options.</p> <p>Attached is the final Guiding Change Document from the 2022-23 budget cycle to use as a reference. We will review a draft of the 2023-24 Guiding Change Document and seek input during the committee of the whole on December 12, 2022. The final version will be reviewed again in January before board approval.</p>
Recommendation: N/A
Alternatives: N/A



GUIDING CHANGE: 2022-23 Budget

Context & Reality <i>"The Why"</i>	Unacceptable Means <i>"The Not-How"</i>	Results <i>"The What"</i>
<ol style="list-style-type: none"> 1. District Mission and Vision. 2. State funding has not kept pace with inflation, and is not projected to keep pace. 3. Additional Operating Levy was approved in Nov. 2017 for ten years. The levy generates about \$1.3 million annually. 4. Despite the District's net gain in open enrollment, overall enrollment has decreased each of the past five years. 5. Expenditures are projected to exceed revenues resulting in deficit spending. 6. 80% of costs are salaries and benefits. 7. State and federal funding for programs such as special education and English learners is not keeping pace with program costs. 8. School Board is required to establish budget by July 1, 2022. 9. District has completed a school start time study indicating a need for a later secondary start time. 	<ol style="list-style-type: none"> 1. Violate law, financial regulations, contracts or agreements. 2. Recommend budget changes that do not address financial sustainability and expected outcomes. 3. The District will not substantially reduce the following programs: <ul style="list-style-type: none"> • Arts programs • Athletics/activities 	<ol style="list-style-type: none"> 1. Align budget to District Mission, Vision, Strategic Directions, and District Goals. 2. Establish a budget strives to maintain a minimum unrestricted fund balance of 11% of general fund annual expenditures. 3. Maintains quality programming and services. 4. Considers additions, reductions and redesign. 5. Recruit and retain students. 6. Efficient and effective use of resources through ongoing evaluation of current services and programs. 7. Implementation of priority actions of District Strategic Roadmap. 8. Strive for equity in all that we do 9. Consider reinstating Zero Hour 10. Consider for school year 2022-2023 taking action regarding implementation of late start for secondary



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: December 12, 2022

Place on Agenda: Committee-of-the-Whole

Action Requested: None at this time. Review only.

Attachment: 2023 School Board Meeting Schedule Draft
School Board Committee Assignments

Topic: 2023 School Board Reorganization
Presenter(s): Linda Diaz
Background: <p>Per statute M.S. 123B.14, Subd. 1, the South St. Paul School Board is required to hold their yearly organizational meeting on the first Monday in January or as soon as practicable. The purpose of the reorganization meeting is to seat newly elected board members, select a chair, vice chair, clerk, and treasurer, set dates, times and locations for regular business meetings, and conduct other business.</p> <p>Attached you will find the School Board committee assignments. We are providing these so returning Board members can begin reflecting on which committees they are interested in for the upcoming 2023 calendar year. These assignments have also been provided to Board members elected to begin in January. Also attached is the proposed 2023 board meeting calendar. Both items will be reviewed again and subsequently approved at the Monday, January 9, 2023, reorganization meeting.</p>
Recommendation: <p>None at this time. Review and discussion only.</p>
Alternatives: <p>N/A</p>



2023 School Board Schedule Committee-of-the-Whole and Regular Business Meetings

January 9 Board Reorganization

January 23 TriDistrict CAPS

February 13 Student Services

February 27 Middle School

March 13 Kaposia

March 27 District-Wide

April 10..... Activities Department

April 24..... High School/CLC

May 8..... Lincoln

May 22 Equity and Learning

June 12 Activities Department

June 26 District-wide

July 24 Kids' Choice

August 14 District-Wide

August 28 Bldg. Principals

September 11 District-Wide

September 25 Middle School

October 9..... Kaposia

October 23..... Equity and Learning

November 13..... High School/CLC

November 27 Lincoln

December 11 Activities Department

The South St. Paul School Board typically holds their committee-of-the-whole and regular business meetings on the second and fourth Monday of each month, except for July and December, where these meetings are only held once during those months.

Committee-of-the-Whole

The committee-of-the-whole is intended to provide space for School Board members to hear and discuss district business. The committee-of-the-whole meeting is open to the public and begins at 5:00 PM at City Hall (125 – 3rd Avenue North)

Regular Business Meeting

The regular business meeting is for School Board members to review and approve staffing and other official business. The regular meeting is open to the public and begins at 6:00 PM at City Hall (125 – 3rd Avenue North)

**Schools/programs scheduled for Quality-in-Action at the regular business meetings are listed on their respective dates.*



SOUTH ST. PAUL BOARD OF EDUCATION 2023 Committees

Chair –
Vice Chair –
Treasurer –
Clerk –

Committees	Description	2022	2023
Finance, Facilities, and Long Range Planning	Meets with the superintendent and Finance Director to discuss key finance items and budget planning. Meets to discuss various building and grounds items and/or planning projects for the District. No recurring schedule. Meet as needed	CW WF MW	
Policy	Review district policies and recommend necessary policy changes to the Board. Typically meets once per month.	BA JR MW	
Public Relations/Community Engagement	Works with administration to engage community in various planning/projects for the District. No recurring schedule. Meet as needed	NL WF LD	
Superintendent/Executive	This committee has traditionally been represented by the Chair, Vice Chair and Treasurer. Organizes and prepares Superintendent evaluation and other executive business. No recurring schedule. Meet as needed	CW LD JR	

2023 Liaisons

Organizations	Description	2022	2023
AMSD (Association of Metropolitan School Districts)	Meets monthly with area board representatives, superintendents, and local legislators to discuss and advocate for student and district needs. Typically meets the first Friday of each month @ 7:30 AM	MW	
Community Education Advisory Committee	Works in part with the Community Education Director to assess community needs, programming, and evaluate program effectiveness. Typically meets the 3rd Tuesday of each month @ 4:30 PM	NL	
Intermediate School Dist. 917	District 917 is an intermediate district, comprised of nine member districts throughout Dakota County, that serves special education, secondary technical, and DCALS (Dakota County Alternative Learning School) students. *There is a small stipend for this position. Typically meets on the first Tuesday of each month at 5:00 PM.	WF	
MN State High School League	The School Board Chair attends official MSHSL meetings as needed.	Chair	
SSP Educational Foundation	Raises funds to provide an innovative source of public-school funding to support enrichment initiatives, scholarships, research opportunities, training, intervention, and prevention strategies that extend beyond the normal classroom experience. Typically meets the 2nd Wednesday of every month @ 6:00 PM	WF	
SSP Open Foundation	Raises funds to support extra-curricular activities at SSP Secondary. Typically meets the 3rd Wednesday of every month @ 8:00 PM	JR	
Local Issues	Meets the fourth Wednesday of each month from 8:00 – 9:00 AM. Local Issues is hosted by the River Heights Chamber of Commerce with the intent to bring local elected officials, city, school and business leaders together to discuss items relevant to SSP.	CW	



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: December 12, 2022

Place on Agenda: Committee-of-the-Whole

Action Requested: None. Discussion Only.

Attachment: None

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