



South St. Paul School Board Meeting  
Monday, December 12, 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, December 12, 2022
- B. Committee-of-the-Whole and Regular Meeting Minutes, November 28, 2022 3
- C. New School Board Orientation Work Session Minutes, December 5, 2022 6

### **III. QUALITY-IN-ACTION and REPORTS**

- A. **Quality-in-Action:** Activities Director Brady Krueger will highlight the accomplishments our students experienced both in and out of the classroom during the fall activities and athletics season. (B. Krueger)
- B. **Quality-in-Action:** School Board members and Superintendent Dr. Brian Zambreno will honor and thank School Board members Bill Arend, Linda Diaz and Chris Walker for their work and dedication to the district during their elected terms. (Board and B. Zambreno)
- C. **Report:** Chair Linda Diaz will highlight the Public Listening Session submissions. (L. Diaz) 7
- D. **Report:** School Board members will highlight items from the committee-of-the-whole meeting. (Board) 8
- E. **Report:** Superintendent Zambreno will provide highlights from around the District. (B. Zambreno) 9

### **IV. CONSENT ITEMS**

- A. Financial Claims: Bills Payable 10

- B. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves 16

V. **POLICY REVIEW**

VI. **PUBLIC HEARING FOR TAXES PAYABLE IN 2023 AND OTHER BUSINESS ITEMS**

- A. Approval, for the South St. Paul School Board to certify the Payable 2023 Levy at \$15,166,270.46. (B. Hoffman) 19
- B. Approval, for the South St. Paul School Board to approve the Acceptance of Gifts Resolution. (B. Hoffman) 48
- C. Approval, for the South St. Paul School Board to approve the 2022-23 Independent Employee Agreement for part-time cleaners. (J. Milteer/B. Hoffman) 50
- D. Approval, for the South St. Paul School Board to approve the revised 2022-23 Miscellaneous Wages. (J. Milteer/B. Hoffman) 51
- E. Approval, for the South St. Paul School Board to approve the 2022-23 Student Teacher Agreement with Augsburg University. (J. Milteer) 56
- F. Approval, for the South St. Paul School Board to approve the Resolution Designating Polling Places for the 2023 Elections. (B. Zambreno) 61

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**

**November 28, 2022**

Chair Linda Diaz called the November 28, 2022, committee-of-the-whole meeting to order at 5:00 PM with six Board members present: Director Arend, Diaz, Laliberte, Raasch, Walker, and Weber. Inspector Felton was absent. For medical reasons, Director Laliberte joined virtually from her home at 217 Myrtle Place. Others present included Superintendent Dr. Brian Zambreno and several staff and community members.

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**2021-22 Audit Reports**

Finance Director Brady Hoffman and Aaron Nielsen, the district's independent auditor from MMKR, reviewed the audit summary for the year ended June 30, 2022. MMKR reported no findings based on testing of the District's compliance with Minnesota laws and regulations. The district received an unmodified or "clean" opinion on the district's financial statements.

**Superintendent Evaluation**

School Board Chair Linda Diaz provided highlights from Superintendent Dr. Brian Zambreno's evaluation that was recently completed by the SSP School Board. The evaluation focused on strengths and growths for the following three areas: School District Finances, Communications and Community Relations, and Student Support.

**Committee Updates**

The Board provided updates on their various committees that they serve on.

**2023-24 School Calendar Guiding Change**

A draft of the 2023-24 District Calendar Guiding Change document was reviewed at the November 14 committee-of-the-whole (COW) meeting. The Guiding Change document was developed to provide guidance for development of a school district calendar that meets state and local regulations and district priorities.

Learning Director Chad Schmidt brought back the draft 2023-24 District Calendar Guiding Change document and engaged in final conversations and questions prior to going before the board for approval this evening.

The committee-of-the-whole meeting adjourned at 5:44 PM.

Respectfully submitted by:

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



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

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NOVEMBER 28, 2022

The regular meeting of the School Board, Special School District No. 6, South St. Paul, was held in the conference room at Fleming Field Airport on Monday, November 28, 2022. Chair Linda Diaz called the meeting to order at 6:01 PM with six Board members present for roll call: Members Arend, Diaz, Laliberte, Raasch, Walker, and Weber. Inspector Felton was absent. For medical reasons, Board Member Laliberte joined virtually from 217 Myrtle Place. Superintendent Dr. Brian Zambreno and several staff and community members were also present.

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### PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

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### MINUTES

By Member Weber

Seconded by Member Raasch

That the South St. Paul School Board approves the November 28, 2022, School Board meeting agenda as well as the minutes from the November 14, 2022, committee-of-the-whole and regular board meetings.

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

0 nays

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### QUALITY-IN-ACTION

Jeanne Zehnder, Director of Community Education, Early Learning and Adult Basic Education, along with her team and one of our amazing families highlighted their experience in our preschool and early learning programs.

Kaposia Physical Education Teacher Brenda Johnson and several students shared their favorite elements of the highly engaging Ninja Warrior course unit and the student led initiative to honor a former Kaposia student, Jermier Shorter, who passed away to cancer in 2020.

### REPORTS

*Public Listening Session Report* – Chair Diaz noted there were no public listening session attendees or submissions received.

*Committee-of-the-Whole Report* – Board member Raasch provided a highlight the School Board’s discussion at their committee-of-the-whole meeting this evening.

*Superintendent’s Evaluation* – School Board Chair Linda Diaz provided highlights from Superintendent Dr. Brian Zambreno’s 8-month evaluation that was recently completed by the SSP School Board. The evaluation focused on strengths and growths for the following three areas: School District Finances, Communications and Community Relations, and Student Support.

*Superintendent Report* – Superintendent Zambreno provided a summary of various summer programming as well as upcoming school year details.

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**CONSENT ITEMS**

By Member Walker

Seconded by Member Raasch

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

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

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**BUSINESS ITEMS**

By Member Weber

Seconded by Member Laliberte

Approval, for the South St. Paul School Board to approve the June 30, 2022 Financial Statements and Management Report.

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

By Member Weber

Seconded by Member Raasch

Approval, for the South St. Paul School Board to approve the 2023-24 Calendar Guiding Change Document.

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

By Member Walker

Seconded by Member Weber

Approval, for the South St. Paul School Board to approve scheduling a training session with newly elected School Board members on Monday, December 5, 2022 beginning at 4:00 PM in the District Office Conference Room.

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

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**INFORMATIONAL ITEMS**

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

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**ADJOURN**

By Member Weber

Seconded by Member Walker

Approval, for the School Board to adjourn the November 28, 2022, meeting at 6:44 PM.

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

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

Respectfully Submitted by:

Lisa Brandecker, Acting Secretary-Clerk  
Board of Education



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

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DECEMBER 5, 2022

A New School Board Member Orientation session was held at 4:00 PM in the District Office on Monday, December 5, 2022. Board Members Diaz, Felton, Raasch, Weber and Walker were present as well as Board Members elect Bernie Beermann, Anne Claflin, and Tim Felton. Superintendent Dr. Brian Zambreno, Executive Assistant Lisa Brandecker and members of his Cabinet team were also present.

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**District Overview**

Superintendent Dr. Brian Zambreno welcomed and gave a brief introduction to our board members elect. Members of the cabinet team provided an overview of their respective departments and programs.

**Governance Training**

District Consultant Dennis Cheesebrow from TeamWorks International delivered a training on the School Board Governance Model.

**School Board Transition**

School Board members elect received insight on the systems and processes of School Board meetings and other logistics of being a School Board member.

The special work session concluded at 7:10 PM.

Respectfully submitted by:

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



## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** December 12, 2022

**Place on Agenda:** 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 Fleming Field Airport (1725 Henry Avenue) beginning at 4:15 PM.
- **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:** December 12, 2022

**Place on Agenda:** Reports

**Action Requested:** None

**Attachment:** None

<b>Topic:</b> Committee-of-the-Whole Meeting Update
<b>Presenter(s):</b> Board
<b>Background:</b> School Board members will highlight items from the committee-of-the-whole meeting.
<b>Recommendation:</b> N/A
<b>Alternatives:</b> N/A



## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** December 12, 2022

**Place on Agenda:** Reports

**Action Requested:** None

**Attachment:** None

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



## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** December 12, 2022

**Place on Agenda:** Consent Items

**Action Requested:** Approval

**Attachment:** Financials – Bills Payable

<b>Topic:</b> Financials – Bills Payable
<b>Presenter(s):</b> Chair
<b>Background:</b>  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.
<b>Recommendation:</b>  Approve financial statement
<b>Alternatives:</b>  N/A

**CHECKRUNS**

<b><u>FUND</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>November 24, 2022 - December 8, 2022</u></b>
1	GENERAL	\$1,047,986.19
2	FOOD SERVICE	\$65,553.77
4	COMMUNITY EDUCATION	\$223,289.00
5	CAPITAL	\$13,283.45
7	DEBT SERVICE	\$7,222.06
50	ACTIVITY ACCOUNTS	\$8,038.89
	<b>TOTAL</b>	<b><u>\$1,365,373.36</u></b>

Checks 201434 - 201555

Employee ACH 222300096 - 222300119

Wire Payments 202200156 - 202200167

**PAYROLL**

**11/30/22**

Payroll Direct Deposit	900084300 - 900084822	\$755,115.71
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# Special School District #6

## South St. Paul, Minnesota

### Student Activity Treasurer's Report July 1, 2022 thru November 30, 2022

ACTIVITY ACCOUNT	BEGINNING BALANCE	DISBURSEMENTS	RECEIPTS	ENDING BALANCE
7-8 Student Council	\$ 3,421.01			\$ 3,221.01
Device Protection	\$ 85,360.84	\$ 389.80	\$ 8,535.60	\$ 93,506.64
Robotics	\$ 2,837.86		\$ 107.88	\$ 2,945.74
Business	\$ 62.99			\$ 62.99
HS Random Acts	\$ 138.25			\$ 138.25
Choir	\$ 287.73			\$ 287.73
SAGA	\$ -			\$ -
Drama	\$ 7,918.47	\$ 4,317.41	\$ 6,849.99	\$ 10,451.05
Jr High Math	\$ 26.72			\$ 26.72
Skills for Tomorrow	\$ 2,426.53			\$ 2,426.53
Memory Book	\$ 2,149.03	\$ 2,149.03		\$ -
4 A day 7th Grade	\$ 1,924.97			\$ 1,924.97
Early Childhood	\$ 2,613.38		\$ 1,380.00	\$ 3,993.38
Black Pride	\$ 364.08			\$ 364.08
Lincoln Library	\$ 1,649.29	\$ 1,259.40	\$ 1,259.99	\$ 1,649.88
Women's Society	\$ -			\$ -
Prom	\$ 997.31			\$ 997.31
Senior Council	\$ 4,992.31			\$ 4,992.31
4 A Day 8th Grade	\$ 4,102.04			\$ 4,102.04
Soccer - Girls	\$ 3,303.75	\$ 3,247.25	\$ 653.28	\$ 709.78
Swimming - Girls	\$ -			\$ -
Tech Car	\$ 128.21			\$ 128.21
Track - Girls	\$ 59.77			\$ 59.77
Band Equip Rental	\$ 2,347.85		\$ 750.00	\$ 3,097.85
Impact Lives	\$ 1,811.34			\$ 1,811.34
Debate	\$ 3,944.21	\$ 1,747.99	\$ 1,410.00	\$ 3,606.22
Band	\$ 198.48			\$ 198.48
Speech	\$ 5,178.43		\$ 53.50	\$ 5,231.93
Golf - Boys	\$ 191.44			\$ 191.44
Golf - Girls	\$ 631.24			\$ 631.24
4 A Day 6th Grade	\$ 2,766.80			\$ 2,766.80
Yearbook	\$ 2,303.03	\$ 2,303.03	\$ 62.23	\$ 62.23
Key Club	\$ 701.16			\$ 701.16
Student Council	\$ 4,368.53	\$ 2,378.92	\$ 5,773.86	\$ 7,763.47

Knowledge Bowl	\$	245.41			\$	245.41		
CLC/PPG	\$	332.09			\$	332.09		
ABE	\$	874.14			\$	874.14		
JH Knowledge Bowl	\$	532.99			\$	532.99		
SADD	\$	30.81			\$	30.81		
Basketball - Boys	\$	1,547.67	\$	1,554.79	\$	237.73	\$	230.61
Baseball	\$	596.60				\$	596.60	
Basketball - Girls	\$	3,555.08	\$	502.82		\$	3,052.26	
CLC Activity Acct	\$	291.25	\$	496.44	\$	211.14	\$	5.95
Football	\$	640.65	\$	26.00			\$	614.65
Sr High Math	\$	717.66				\$	717.66	
Gymnastics	\$	1,264.58				\$	1,264.58	
Hockey - Boys	\$	248.13				\$	248.13	
Hockey - Girls	\$	657.36				\$	657.36	
Danceline	\$	-				\$	-	
Soccer - Boys	\$	465.15				\$	465.15	
Softball	\$	4,282.16	\$	79.53		\$	4,202.63	
Tennis - Girls	\$	187.19	\$	132.00		\$	55.19	
Track Boys	\$	31.32				\$	31.32	
Volleyball	\$	-				\$	-	
Wrestling	\$	1,354.20	\$	824.80	\$	50.00	\$	579.40
Tennis - Boys	\$	74.20				\$	74.20	
Lang Arts 8th Gr	\$	157.08				\$	157.08	
CDLU	\$	469.17				\$	469.17	
LC Student Ambassa	\$	212.54				\$	212.54	
French	\$	798.03				\$	798.03	
Lincoln Center	\$	15,320.03			\$	412.00	\$	15,732.03
Senior/Gift Shop	\$	4,604.05	\$	482.52	\$	692.45	\$	4,813.98
Spanish	\$	529.64				\$	529.64	
Autism	\$	172.76				\$	172.76	
KEC PBIS	\$	3,882.33				\$	3,882.33	
All Night Sr Party	\$	10,569.03	\$	3,382.00	\$	1,067.00	\$	8,254.03
Kec Student	\$	22,680.59	\$	6,808.89	\$	7,597.13	\$	23,468.83
IB History Trip	\$	3,326.67			\$	2,000.00	\$	5,326.67
LC PBIS	\$	279.97	\$	213.41			\$	66.56
HS PBIS	\$	2,960.00				\$	2,960.00	
Mistletoe	\$	2,565.95			\$	13.98	\$	2,579.93
Senior Progam	\$	2,790.32	\$	808.25	\$	57.88	\$	2,039.95
MS History Trip	\$	-	\$	-	\$	36,350.00	\$	36,350.00
Yondr Pouch	\$	-	\$	14,225.00	\$	6,443.73	\$	(7,781.27)
<b>TOTALS:</b>	<b>\$</b>	<b>238,453.85</b>	<b>\$</b>	<b>47,329.28</b>	<b>\$</b>	<b>81,969.37</b>	<b>\$</b>	<b>272,893.94</b>





## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** December 12, 2022

**Place on Agenda:** Consent Items

**Action Requested:** Approval

**Attachment:** Staffing

<b>Topic:</b> Staffing
<b>Presenter(s):</b> Chair
<b>Background:</b>  The staffing report includes the Appointments, Resignations, Transfers, Retirements, Abolishments and Leaves being recommended to the School Board for approval.
<b>Recommendation:</b>  Administration recommends approval of the proposed staffing and supplemental staffing as presented.
<b>Alternatives:</b>  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 (Joel Milteer)**

**12-12-22**

**Certified**

**A. Appointments/Reassignments**

1. Kari Aanenson – Instructional Overload (Humanities), High School, effective December 5, 2022, through March 9, 2023.
2. Christopher Gustilo – Instructional overload (Business), High School, effective December 5, 2022, through March 9, 2023.
3. Jessica Kohanek – Instructional overload (Credit Recovery), Community Learning Center, effective December 5, 2022, through March 9, 2023.
4. Jessica Oftedahl – Instructional overload (Credit Recovery), Community Learning Center, effective December 5, 2022, through March 9, 2023.

2022-23 Teacher Mentor (\$754 Stipend)

Jessica Oftedahl – CLC

**2022-23 ECA**

**BASKETBALL – BOYS**

Varsity Asst/JV Coach <i>(previously approved as 50% sophomore coach)</i>	Ross, David*	\$4,532
Varsity & Sophomore Coach <i>(previously approved at 50%)</i>	King, Adam**	\$4,532

**SWIMMING – BOYS**

Asst/JV Coach	Hingst, Justin	\$3,668
Assist – Diving Coach	Carlson, Arron**	\$1,834

\*indicates a non-district employee

\*\* indicates a returning non-district employee

**B. Resignations/Retirements/Leaves/Reductions/Other**

**VII.A.2 Staff Appointments, Resignations, Retirements, Terminations  
and Leaves (Joel Milteer)**

**12-12-22**

**Classified**

**A. Appointments/Reassignments**

1. Cherie Bauer – Special Education Assistant, Lincoln Center, \$20.16 per hour, 32.5 hours per week, effective December 15, 2022.
2. Julio Castillo – Part-Time Cleaner, Lincoln Center, \$17.68 per hour, 20 hours per week, effective December 5, 2022.
3. Laura Givens – Early Learning Assistant, Lincoln Center, \$18.53 per hour, 35 hours per week, effective December 5, 2022.
4. Halimo Mohamed – Part-Time Cleaner, Lincoln Center, \$17.68 per hour, 20 hours per week, effective December 5, 2022.

**B. Resignations/Retirements/Leaves/Reductions/Other**

1. Sarah Beeler – Resignation, Early Childhood Special Education Assistant, Lincoln Center, effective December 21, 2022.
2. Richard Buhl – Resignation, Nutrition Services Assistant, Secondary Building, effective December 21, 2022.
3. John Fisher – Retirement, Special Education Assistant, Lincoln Center, effective December 31, 2022.
4. Halimo Mohamed – Resignation, Part-Time Cleaner, Lincoln Center, effective December 6, 2022.
5. Gary Morrissette – Leave of absence, Maintenance Specialist, Service Building, effective October 26, 2022, through December 6, 2022.
6. Aimee Wallen – Resignation, Special Education Assistant, Lincoln Center, effective December 1, 2022.



## 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

<b>Topic:</b> Approval of Payable 2023 Levy at \$15,166,270.46
<b>Presenter(s):</b> Brady Hoffman, Director of Finance
<p><b>Background:</b> Attached is the Payable 2023 Property Tax Levy. At the regular meeting, I will be asking for Board approval to set the levy at <b>\$15,166,270.46</b>. This is an increase of 35.2% from last year's levy.</p> <p>Below is the levy timeline for the Payable 2023 Levy:  <b>September 24</b> – Board of Education approved preliminary levy  <b>September 30</b> – Levy due to Dakota County and Minnesota Department of Education  <b>Mid-November</b> – Dakota County mailed proposed property tax statements to South St Paul property owners  <b>December 12</b> – 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"> <li>- School district funding overview</li> <li>- District budget</li> <li>- Payable 2023 property tax levy and reasons for the change in levy</li> <li>- After the presentation, the public will be able to make comments regarding the levy</li> </ul>
<b>Recommendation:</b> Approval
<b>Alternatives:</b> N/A

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

<b>Fund Levy Category</b>	<b>FINAL Payable 2022</b>	<b>FINAL Payable 2023</b>	<b>Dollar Change</b>	<b>Percent Change</b>
<b><u>General Fund:</u></b>				
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	
<b>Total General Fund</b>	<b>\$ 7,691,830</b>	<b>\$ 11,491,871</b>	<b>\$ 3,800,041</b>	<b>49.4%</b>
<b><u>Community Service Fund:</u></b>				
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)	
<b>Total Community Service Fund</b>	<b>\$ 513,150</b>	<b>\$ 422,579</b>	<b>\$ (90,571)</b>	<b>-17.7%</b>
<b><u>Debt Service Fund:</u></b>				
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)	
<b>Total Debt Service Fund</b>	<b>\$ 3,012,550</b>	<b>\$ 3,251,821</b>	<b>\$ 239,271</b>	<b>7.9%</b>
<b>Total All Levies</b>	<b>\$ 11,217,530</b>	<b>\$ 15,166,271</b>	<b>\$ 3,948,741</b>	<b>35.2%</b>

**South St. Paul**  
*Public Schools*



# South St. Paul Public Schools

Public Hearing for  
Taxes Payable in 2023

DECEMBER 12, 2022

PRESENTED BY:

BRADY HOFFMAN,

DIRECTOR OF FINANCE

# Minnesota State Law Requirements

## A Public Meeting...

- Between November 25th & December 28th
- At 6:00 PM or later
- May be part of regularly scheduled meeting
- Must allow for public comments
- May adopt final levy at same meeting

## ...and Presentation of:

- Current year budget
- Proposed property tax levy

# Budget Information

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Because approval of school district budget lags certification of tax levy by six months, state requires only current year budget information be presented at this hearing. Fiscal Year 2023-24 budget will be adopted by School Board in June 2023.

**School district budgets are divided into separate funds, based on purposes of revenue, as required by law.**

## **Our District's Funds:**

- General
- Food Service
- Community Service
- Debt Service
- Internal Service
- OPEB\* Trust

*\*Other Post-Employment Benefits*



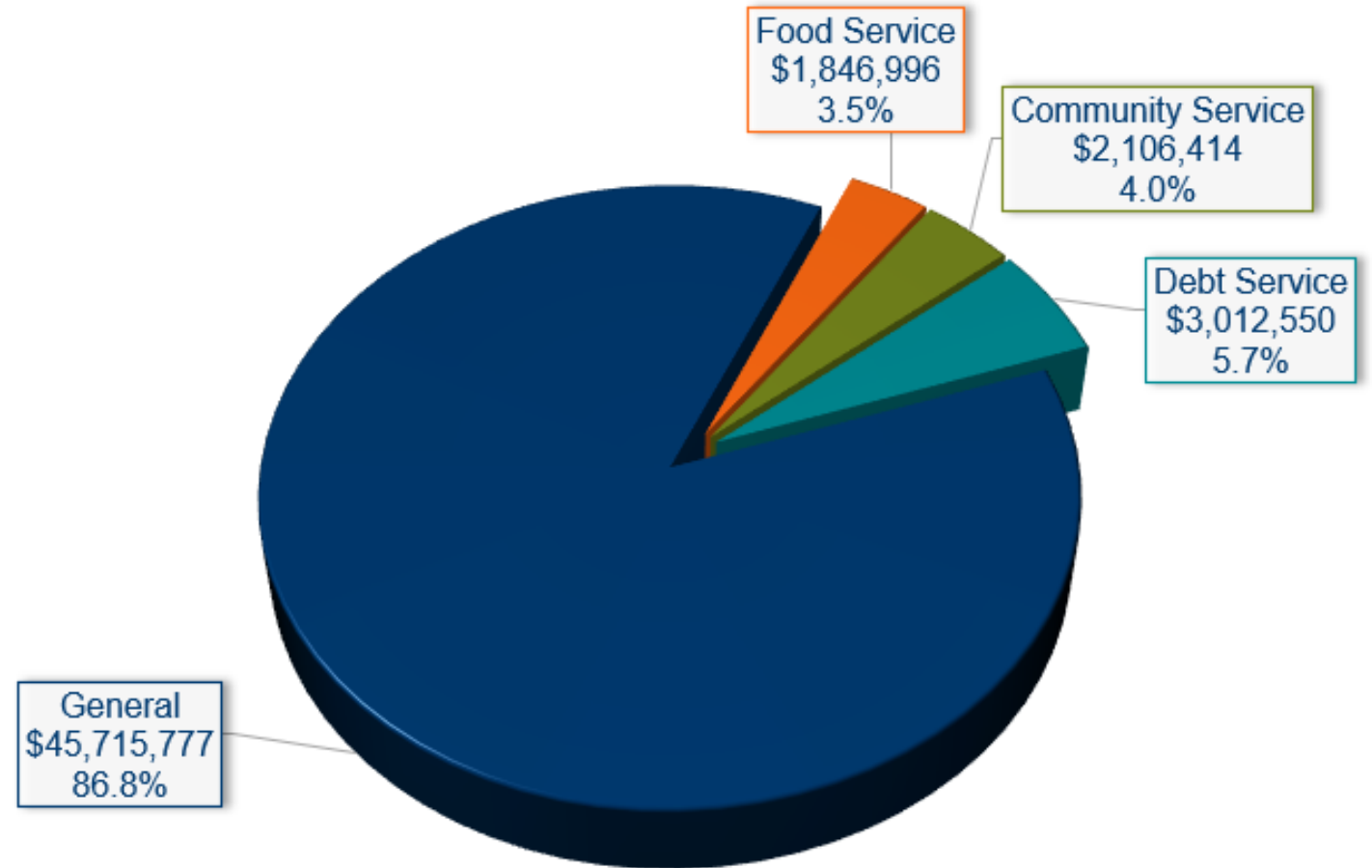
**District Revenues & Expenditures**  
Actual for FY 2022, Budget for FY 2023

FUND	FISCAL 2022 BEGINNING	2021-22 ACTUAL		JUNE 30, 2022 ACTUAL	2022-23 BUDGET		JUNE 30, 2023 PROJECTED
	FUND BALANCES	REVENUES & TRANSFERS IN	EXPENDITURES & TRANSERS OUT	FUND BALANCES	REVENUES & TRANSERS IN	EXPENDITURES & TRANSFERS OUT	FUND BALANCES
<b>General/Restricted</b>	\$870,719	\$8,796,614	\$7,276,804	\$2,390,530	\$8,300,501	\$8,326,357	\$2,364,674
<b>General/Other</b>	5,269,705	38,935,778	38,327,416	5,878,067	37,415,276	37,271,110	6,022,233
<b>Food Service</b>	523,335	2,411,220	2,112,246	822,310	1,846,996	1,854,532	814,774
<b>Community Service</b>	321,789	2,357,917	2,130,494	549,212	2,106,414	1,897,014	758,612
<b>Debt Service</b>	725,335	17,789,084	17,778,199	736,221	3,012,550	2,976,532	772,239
<b>Internal Service</b>	5,723,127			7,635,362			7,635,362
<b>OPEB* Revocable Trust</b>	(4,395,823)	(248,478)	273,998	(4,918,299)	-	-	(4,918,299)
<b>Total All Funds</b>	<b>\$9,038,187</b>	<b>\$70,042,136</b>	<b>\$67,899,156</b>	<b>\$13,093,402</b>	<b>\$52,681,737</b>	<b>\$52,325,545</b>	<b>\$13,449,594</b>

\*Other Post Employment Benefits

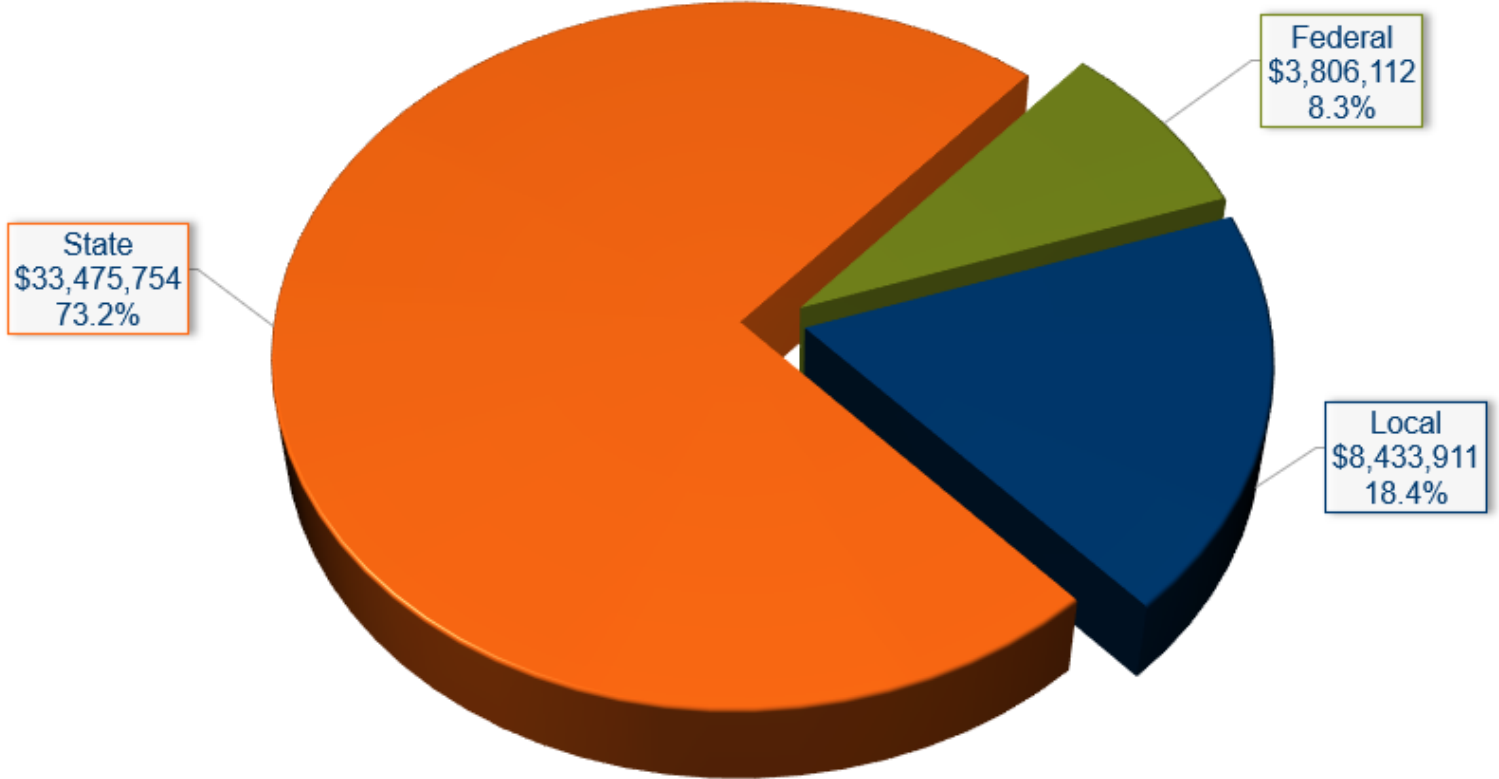
# Revenue - All Funds -

2022-23 Budget  
\$52,681,737



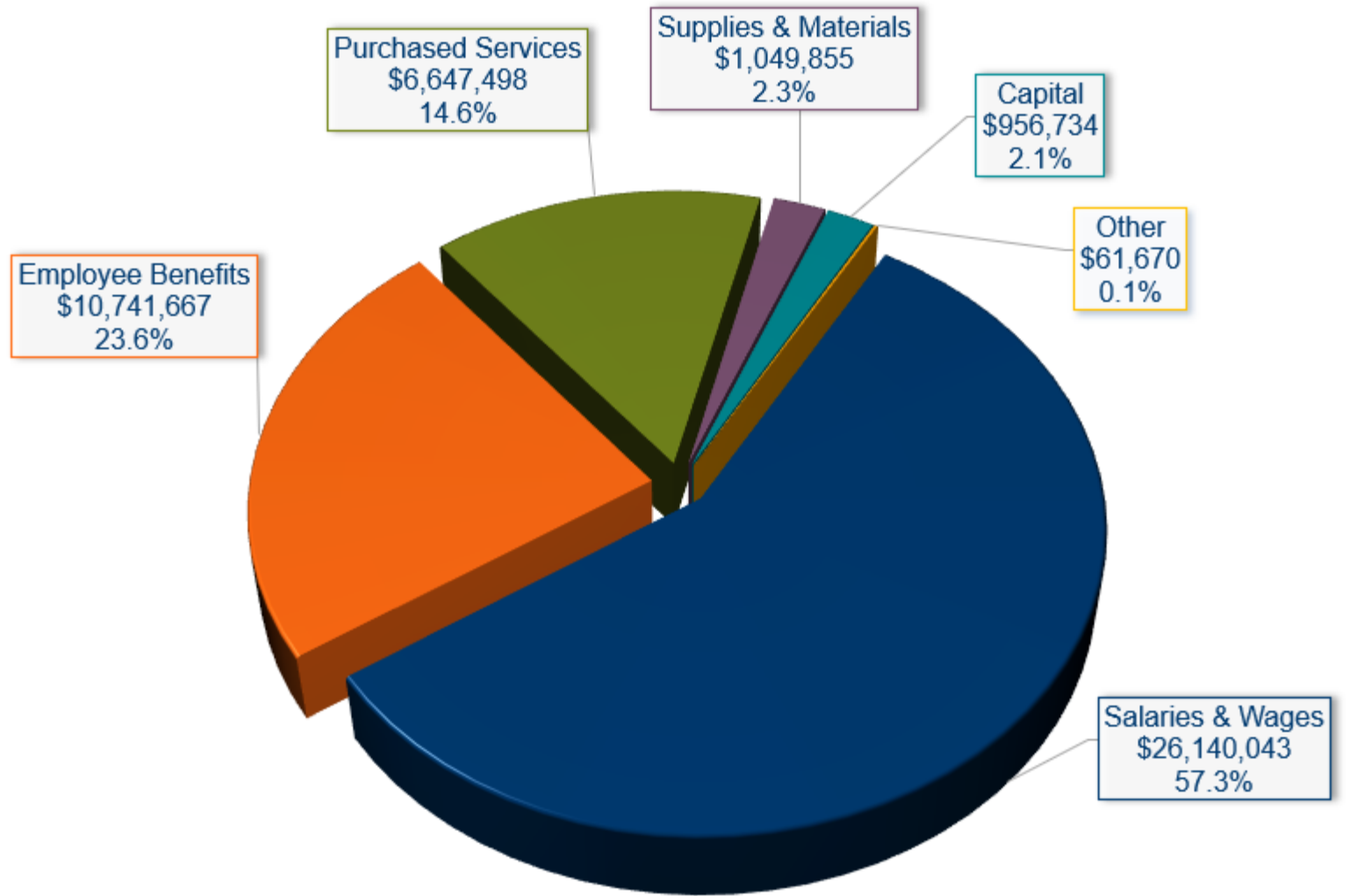
# General Fund Revenue

2022-23 Budget  
\$45,715,777



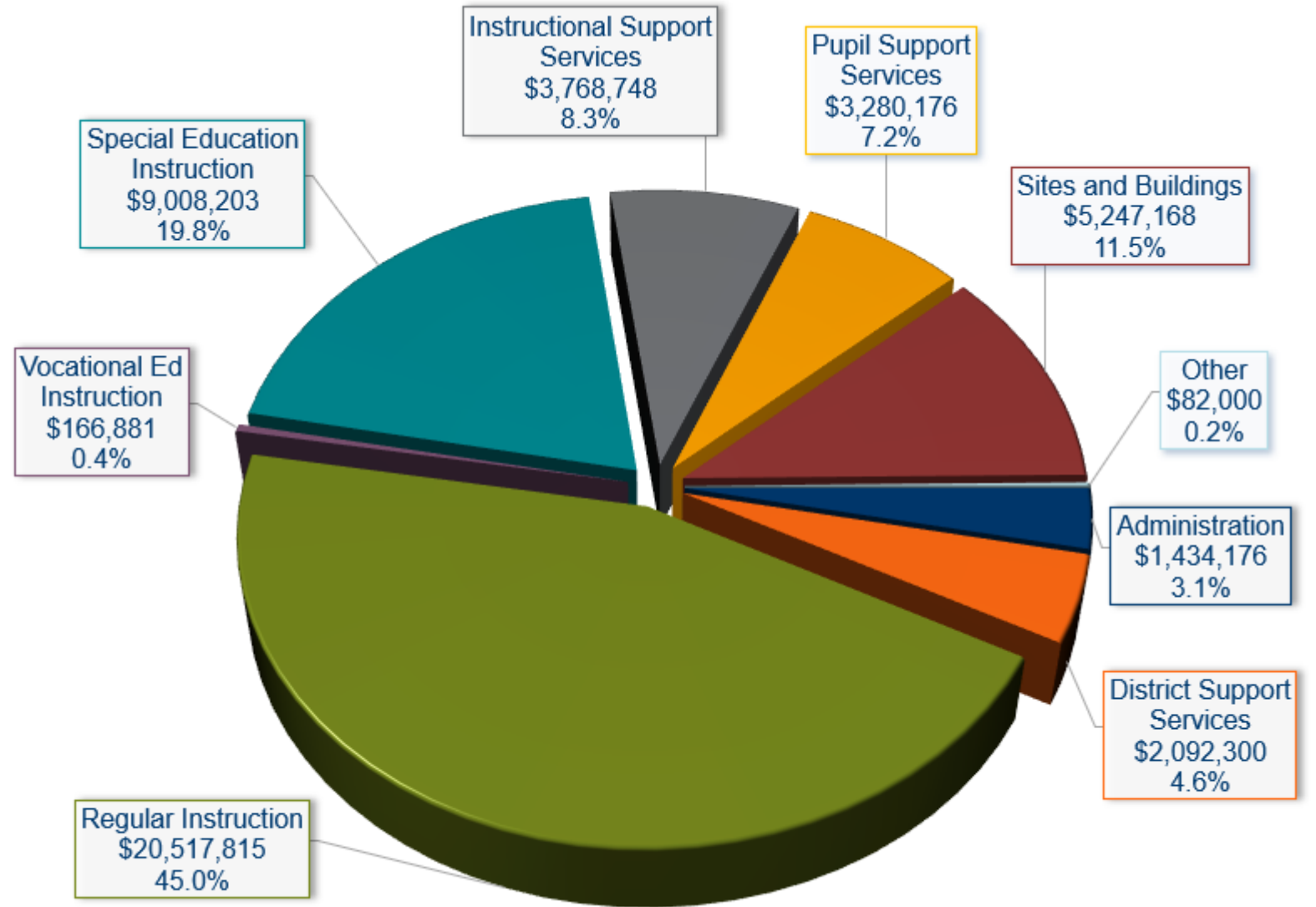
# General Fund Expenditures - by Object -

2022-23 Budget  
\$45,597,467



# General Fund Expenditures - by Program -

2022-23 Budget  
\$45,597,467



# Property Tax Background

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- Every owner of taxable property pays property taxes to various “taxing jurisdictions” (county, city/township, school district, special districts) in which property is located
- Each taxing jurisdiction sets own tax levy, often based on limits in state law
- County sends bills, collects taxes from property owners & distributes funds back to other taxing jurisdictions

# School District Property Taxes

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- Each school district may levy taxes in over 40 different categories
- Maximum levy amounts (calculated by MDE) for each category are set by:
  - State law
  - Voter approval



## Overview of District's Proposed Tax Levy

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- Proposed Payable 2023 tax levy is an increase from 2022 of \$3,948,741 or 35.2%
- Changes by levy category and reasons for major increases & decreases in levy are included on following slides

## Comparison of Actual Tax Levy Payable in 2022 to Proposed Levy Payable in 2023

Fund Levy Category	Actual Levy Payable in 2022	Proposed Levy Payable in 2023	\$ Change	% Change
<b>General</b>				
Voter Approved Operating Referendum	\$2,256,172	\$6,056,012	\$3,799,840	
Local Optional Revenue (LOR)	2,034,218	1,999,572	(34,646)	
Equity	426,184	235,605	(190,579)	
Capital Project/Technology Referendum	789,039	834,135	45,096	
Operating Capital	246,027	267,385	21,358	
Alternate Teacher Compensation	290,982	282,917	(8,064)	
Achievement and Integration	180,658	175,431	(5,227)	
Long Term Facilities Maintenance	715,504	725,384	9,881	
Instructional Lease	627,223	632,616	5,393	
Other	350,970	342,139	(8,831)	
Prior Year Adjustments	(225,146)	(59,325)	165,820	
<b>Total, General Fund</b>	<b>\$7,691,830</b>	<b>\$11,491,871</b>	<b>\$3,800,041</b>	<b>49.4%</b>
<b>Community Service</b>				
Basic Community Education	\$154,721	\$154,721	\$0	
Early Childhood Family Education	59,870	65,075	5,205	
School-Age Child Care	200,000	200,000	0	
Other	2,238	2,389	150	
Prior Year Adjustments	96,321	394	(95,927)	
<b>Total, Community Service Fund</b>	<b>\$513,150</b>	<b>\$422,579</b>	<b>(\$90,571)</b>	<b>-17.7%</b>
<b>Debt Service</b>				
Voter Approved	\$2,940,708	\$3,366,558	\$425,849	
Other	178,185	174,825	(3,360)	
Reduction for Debt Excess	(107,533)	(290,733)	(183,200)	
Prior Year Adjustments	1,189	1,172	(18)	
<b>Total, Debt Service Fund</b>	<b>\$3,012,550</b>	<b>\$3,251,821</b>	<b>\$239,271</b>	<b>7.9%</b>
<b>Total Levy, All Funds</b>	<b>\$11,217,529</b>	<b>\$15,166,270</b>	<b>\$3,948,741</b>	<b>35.2%</b>
<b>Subtotal by Truth in Taxation Categories:</b>				
Voter Approved	5,744,194	10,163,608	4,419,414	
Other	5,473,335	5,002,662	(470,673)	
<b>Total</b>	<b>\$11,217,529</b>	<b>\$15,166,270</b>	<b>\$3,948,741</b>	<b>35.2%</b>

# Explanation of Levy Changes

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**Category:**

General Fund - Voter Approved Operating Referendum & Equity

**Change:**

+\$3,799,840 (Operating Referendum) and -\$190,579 (Equity)

**Use of Funds:**

General Operating Expenses

**Reasons for Changes:**

- Voters approved an increase to operating referendum authority of \$1,150 per pupil
- Increases in operating referendum authority result in a reduction to equity revenue, based on state-determined formula

# Explanation of Levy Changes

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**Category:**

General Fund – Prior Year Adjustments

**Change:**

+\$165,820

**Use of Funds:**

Various

**Reason for Change:**

Initial levies are based on estimates. In later years, amounts are updated and levies are retroactively adjusted.

# Explanation of Levy Changes

---

**Category:**

Debt Service Fund - Voter Approved

**Change:**

+\$425,849

**Use of Funds:**

Bond Payments

**Reasons for Changes:**

- District refunded (refinanced) bonds issued in 2014
- Restructured debt for future savings of approximately \$661,000
- Levies are coordinated with other capital and debt levies to maintain a level or declining tax rate

# Explanation of Levy Changes

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**Category:**

Debt Service – Reduction for Debt Excess

**Change:**

-\$183,200

**Use of Funds:**

Debt service payments

**Reasons for Change:**

- Districts are required to levy at 105% of debt service payment amounts to cover delinquencies in tax collections
- Because delinquencies are generally less than 5%, most districts gradually build up fund balances in debt service funds
- Formulas in state law determine adjustments to tax levy for debt excess balances
- Debt excess is larger for taxes payable in 2023 than 2022

# Factors Impacting Individual Taxpayers' School Taxes

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Many factors can cause a tax bill for an individual property to increase or decrease from year to year

- Changes in value of individual property
- Changes in total value of all property within District
- Increases or decreases in levy amounts caused by changes in state funding formulas, local needs & costs, voter-approved referendums & other factors

# What's happening with each slice?

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Higher Market Value Increase = Bigger Slice



Lower Market Value Increase = Smaller Slice



Each Property Owner pays a portion of the pie

# Impact of Property Valuations

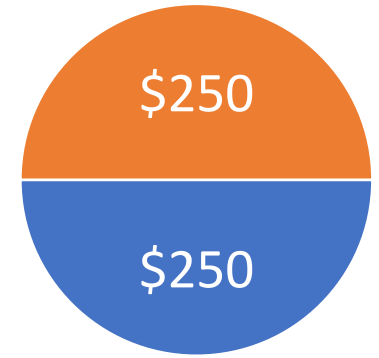
Two properties in the district

- Both houses are valued at \$100,000

Total levy of \$500

- Each property will pay \$250 of levy

\$100,000



\$100,000



# Impact of Property Valuations

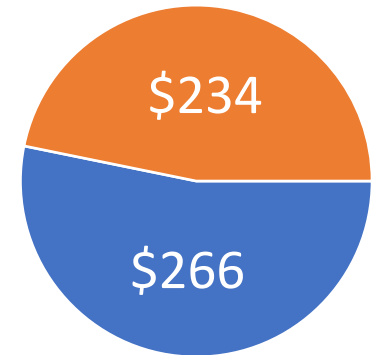
## Two properties in the district

- Orange house value increases by 10%
- Blue house value increases by 25%

## Total levy of \$500

- School District will still generate the same amount of levy even though values increased
- Orange house pays less
- Blue house pays more

\$110,000



\$125,000



# Four Year School Levy Comparison

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- Examples include school district taxes only & are shown based on no change and a 24.0% increase in property value for residential homes over the past four years
  - Actual changes in value may be more or less than this for any parcel of property
  - Intended to provide a fair representation of what happened to school district property taxes over this period for typical properties
- Examples are for property in City of South St. Paul
- Amounts for 2023 are preliminary estimates; final amounts could change slightly
- Estimates prepared by Ehlers (District's municipal financial advisors)

## Estimated Changes in School Property Taxes, 2020 to 2023

*Based on No Changes in Property Values*

Type of Property	Estimated Market Value	Actual Taxes Payable in 2020	Actual Taxes Payable in 2021	Actual Taxes Payable in 2022	Estimated Taxes Payable in 2023			Change in Taxes 2020 to 2023	Change in Taxes 2022 to 2023
					Initial Proposed Levy	Net Change*	Total		
Residential Homestead	\$125,000	\$527	\$550	\$513	\$473	\$201	\$674	\$147	\$161
	175,000	781	816	762	699	282	981	200	219
	225,000	1,034	1,081	1,010	925	365	1,290	256	280
	275,000	1,288	1,346	1,259	1,151	447	1,598	310	339
	325,000	1,542	1,611	1,508	1,376	529	1,905	363	397
	375,000	1,796	1,877	1,756	1,602	611	2,213	417	457
	425,000	2,046	2,139	2,002	1,825	692	2,517	471	515
	475,000	2,287	2,390	2,237	2,040	774	2,814	527	577
500,000	2,407	2,516	2,355	2,148	814	2,962	555	607	
Commercial/ Industrial #	\$250,000	\$1,357	\$1,460	\$1,325	\$1,219	\$414	\$1,633	\$276	\$308
	350,000	1,962	2,112	1,917	1,760	582	2,342	380	425
	500,000	2,868	3,090	2,805	2,571	833	3,404	536	599
	750,000	4,380	4,719	4,284	3,923	1,253	5,176	796	892
	1,000,000	5,891	6,349	5,764	5,276	1,672	6,948	1,057	1,184

\* Net change is due to increase in operating referendum approved by voters and other adjustments.

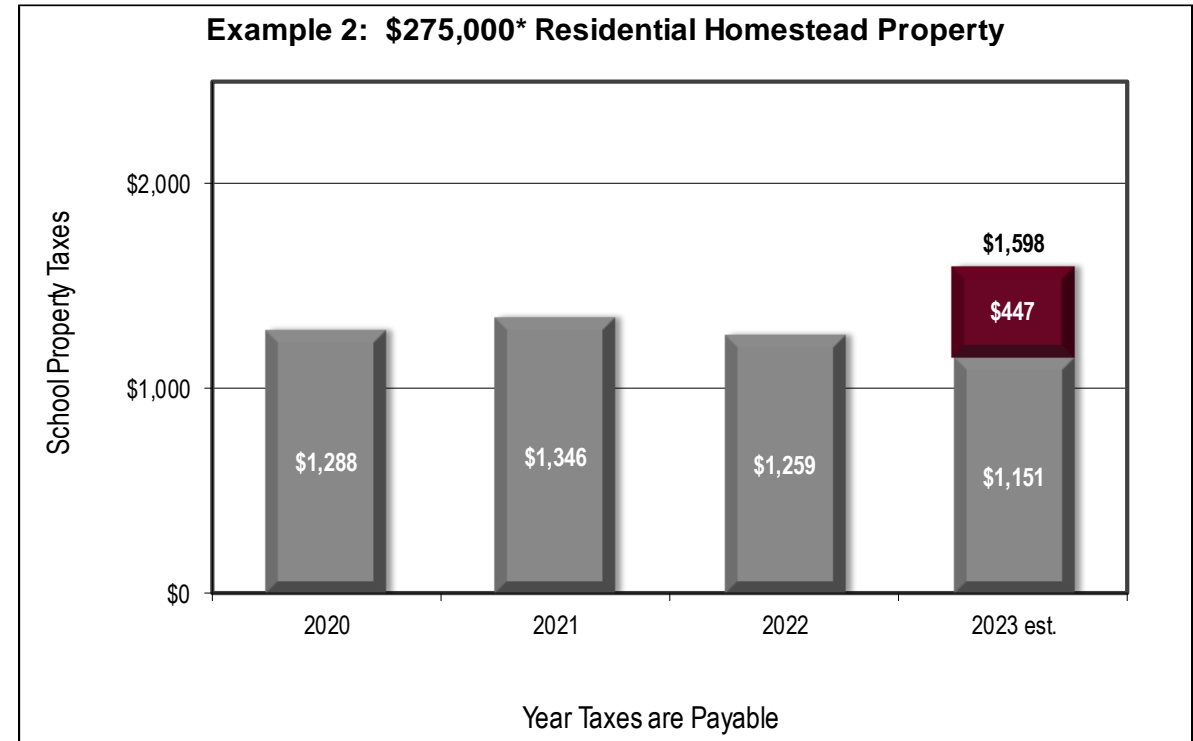
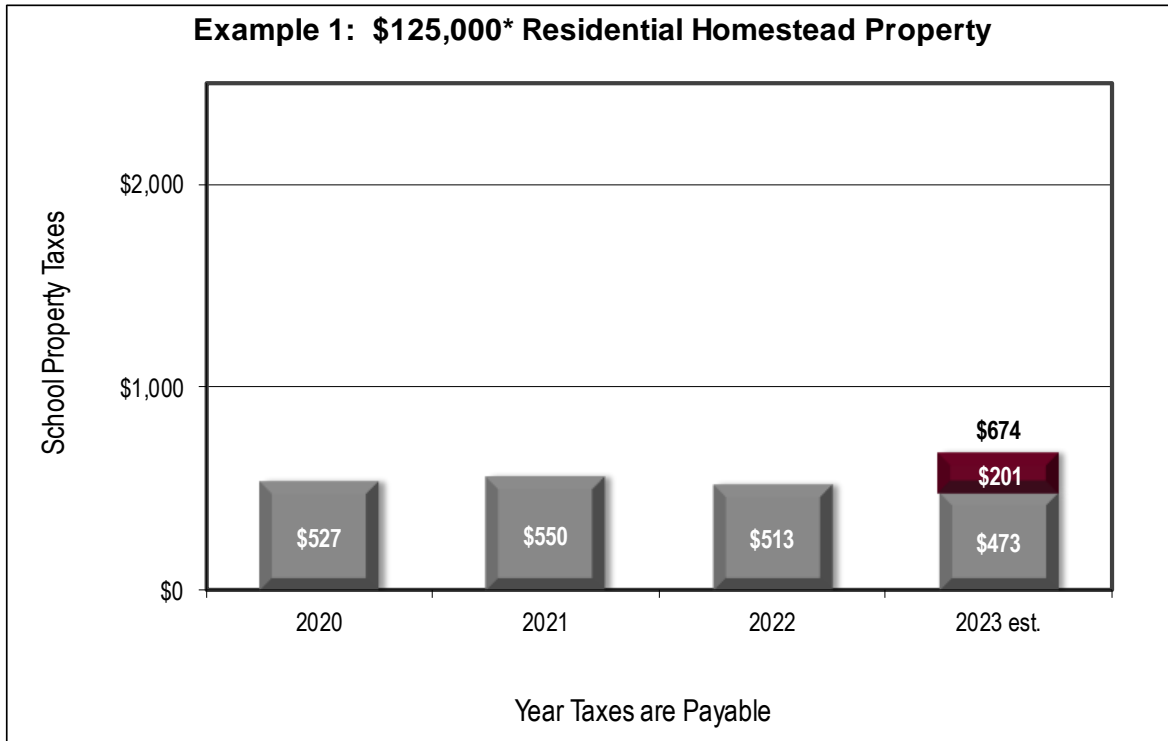
# For commercial-industrial property, amounts above are for property in the City of South St. Paul. Taxes for commercial-industrial property in other municipalities may be slightly different, due to the impact of the Fiscal Disparities Program.

### General Notes

1. Amounts are based on school district taxes only, and do not include taxes for city or township, county, state, or other taxing jurisdictions.
2. Estimates of taxes payable in 2023 are preliminary, based on the best data available.
3. For all examples of properties, taxes are calculated based on no changes in estimated market value from 2020 to 2023.

# Estimated Changes in School Property Taxes, 2020-23

*Based on No Changes in Property Value*

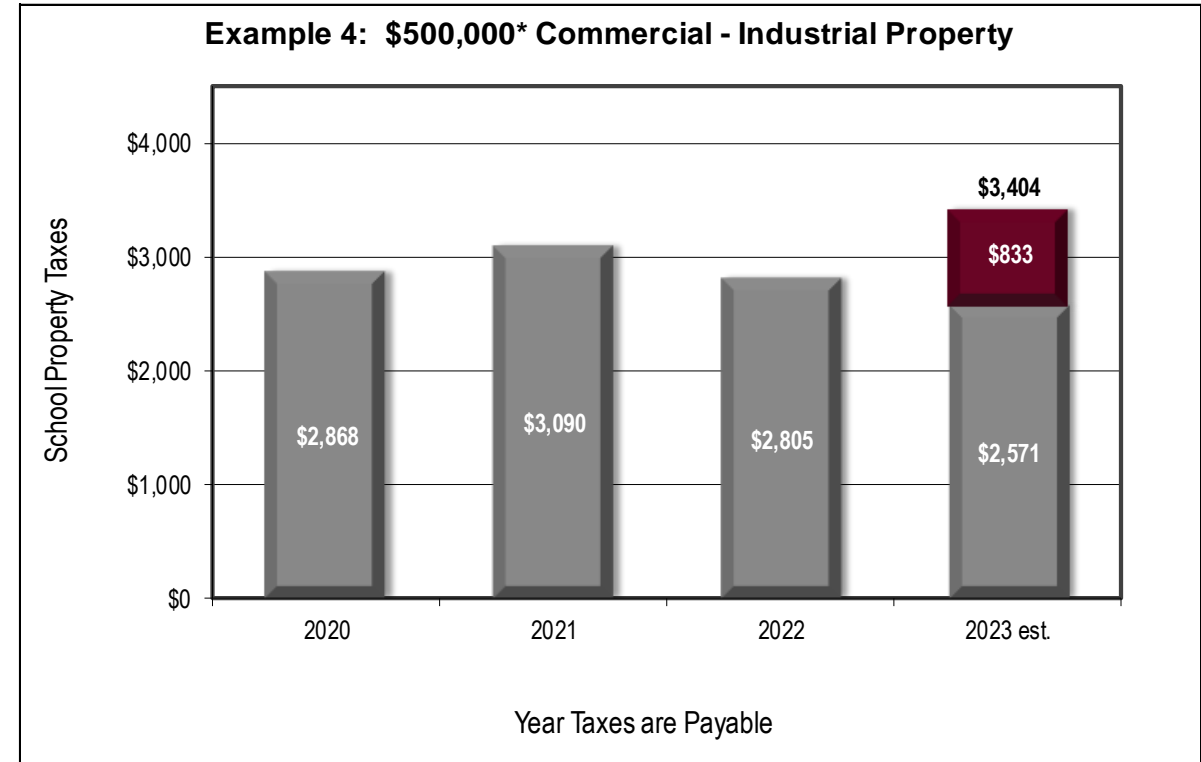
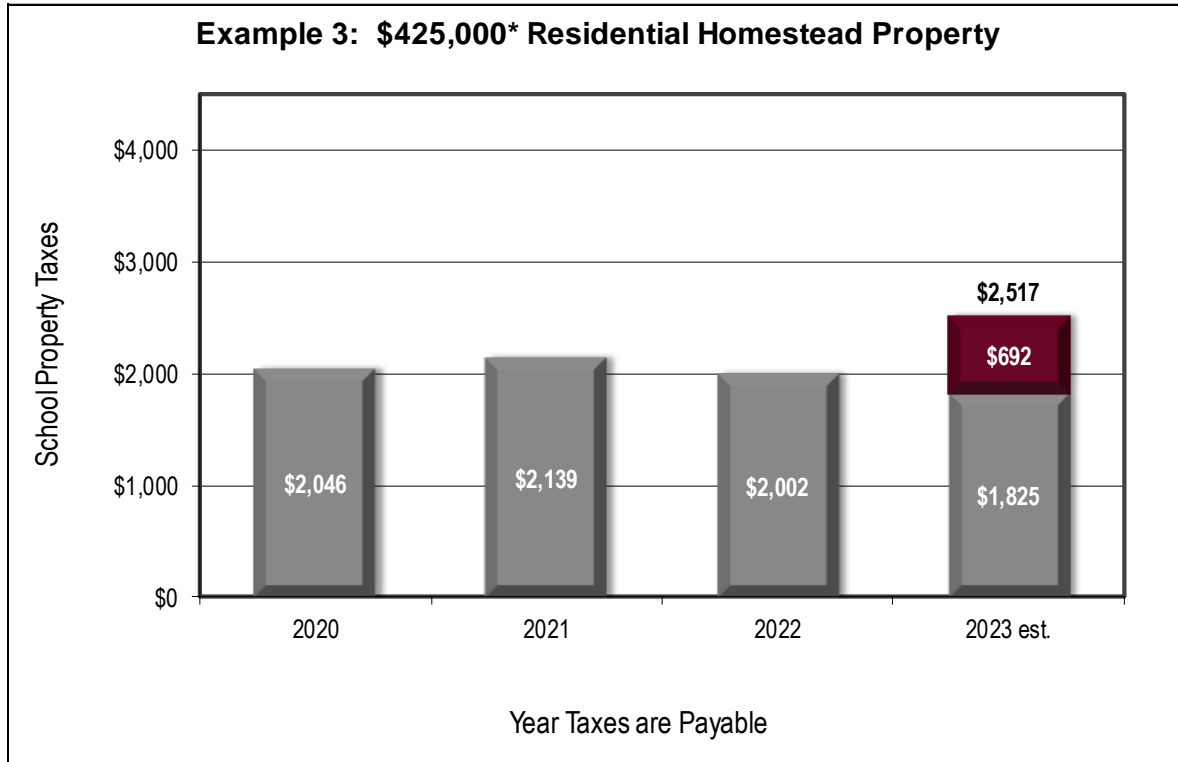


\* Estimated market value for taxes payable in 2023. Taxes are calculated based on no changes in market value from 2020 to 2023.

\*\* The darker portion of the 2023 bar represents the estimated taxes associated with the operating referendum approved by voters and other adjustments.

# Estimated Changes in School Property Taxes, 2020-23

*Based on No Changes in Property Value*

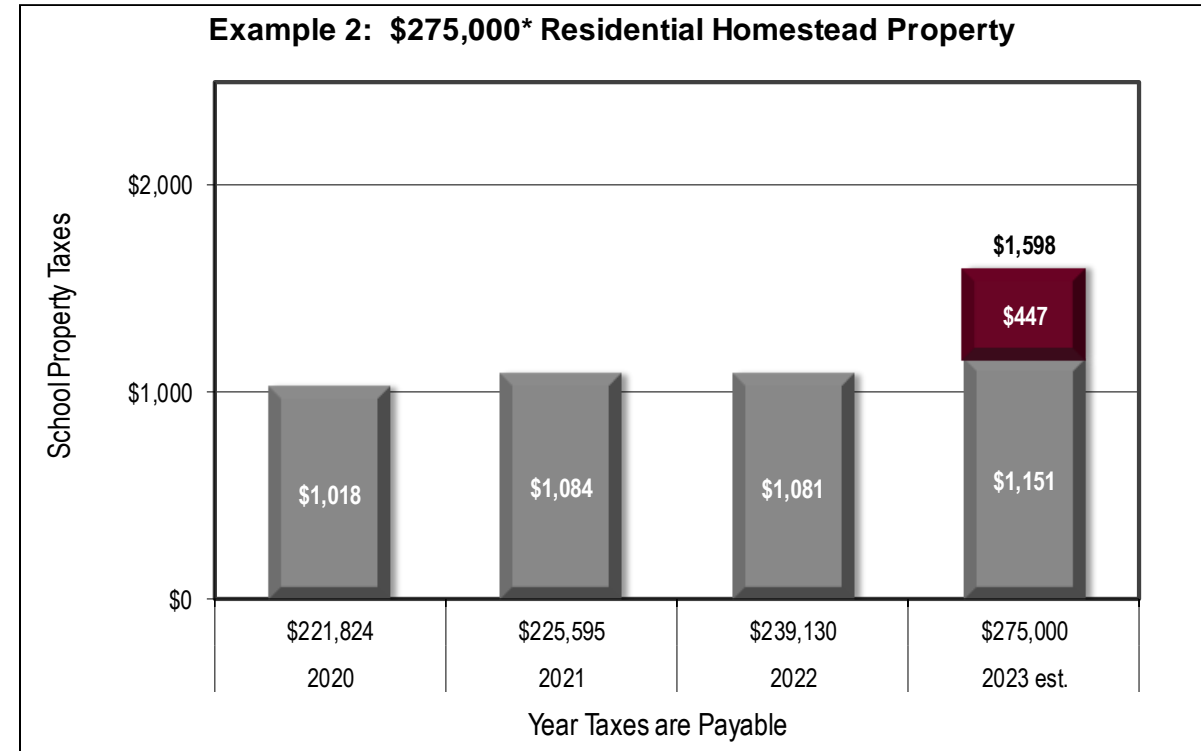
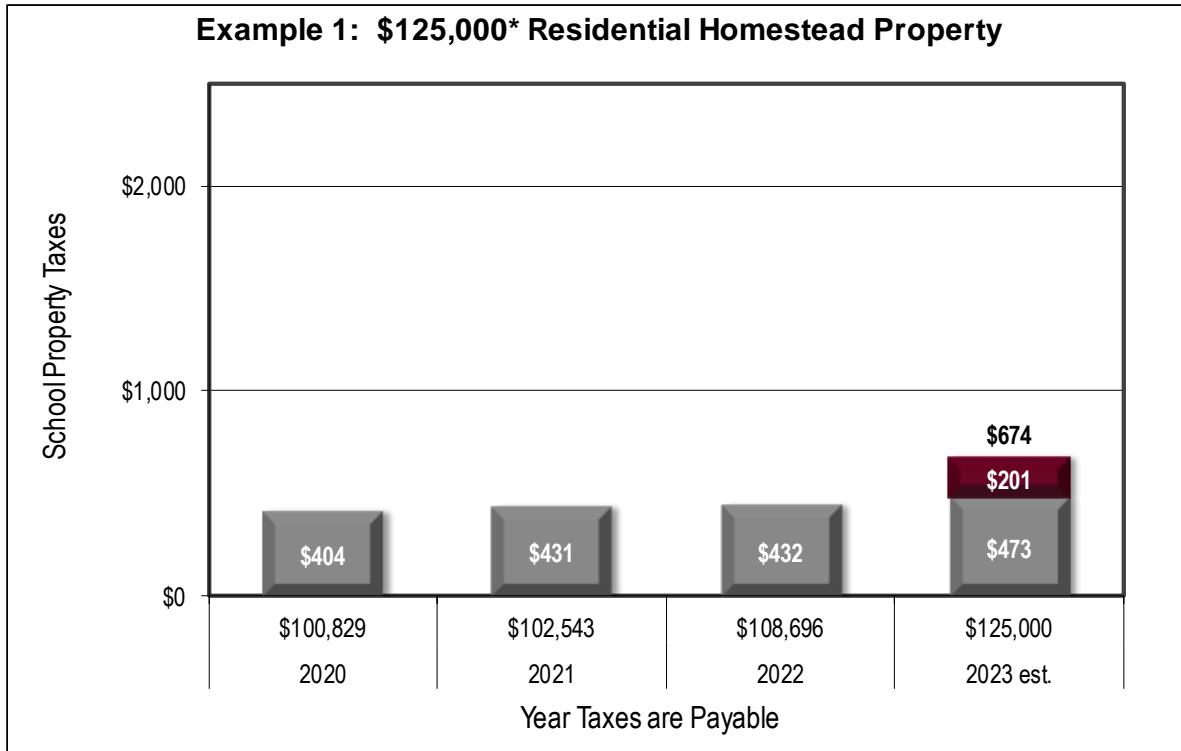


\* Estimated market value for taxes payable in 2023. Taxes are calculated based on no changes in market value from 2020 to 2023.

\*\* The darker portion of the 2023 bar represents the estimated taxes associated with the operating referendum approved by voters and other adjustments.

# Estimated Changes in School Property Taxes, 2020-23

*Based on 24.0% Cumulative Changes in Property Value*

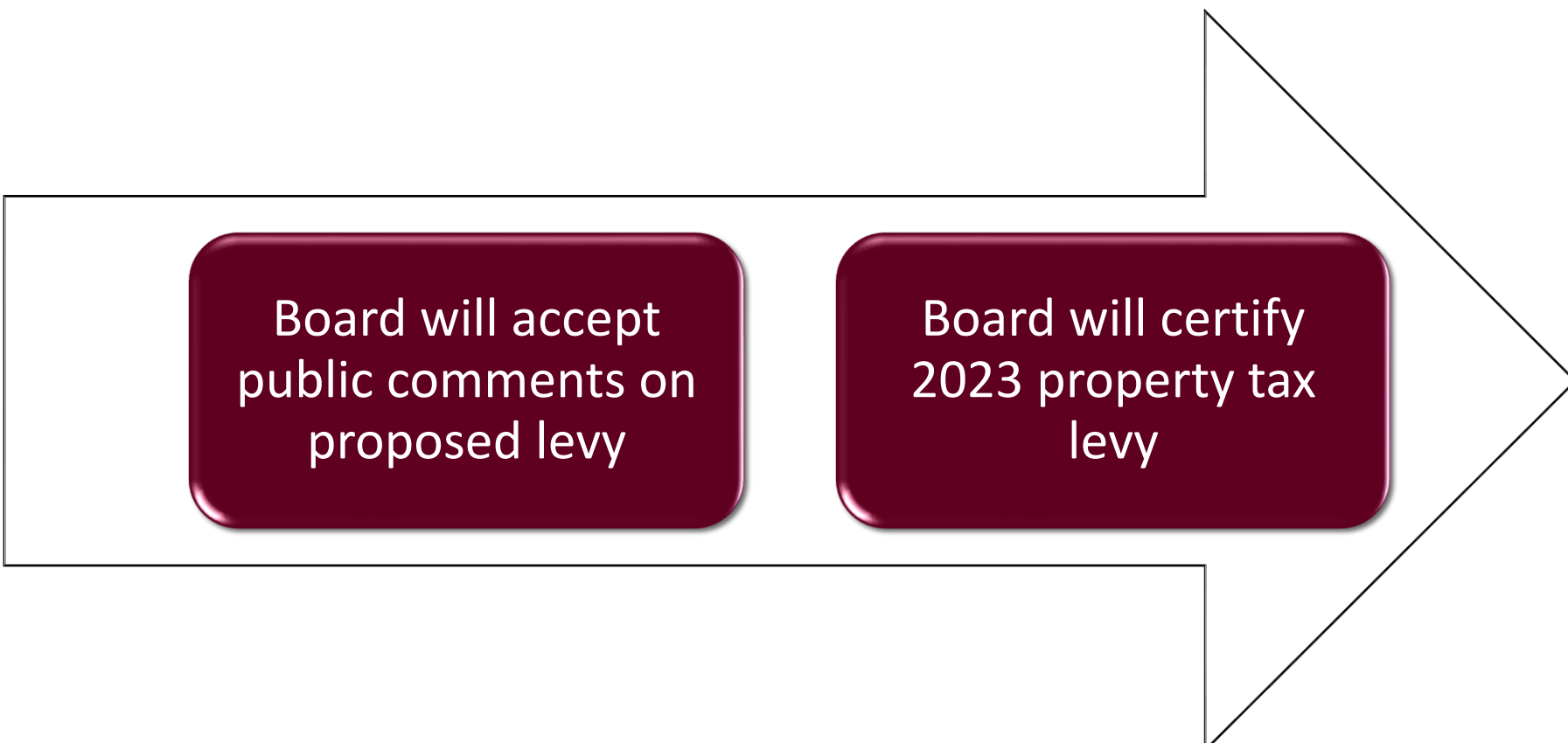


\*Estimated market value for taxes payable in 2023. Taxes are calculated based on changes in market value of 1.7% from 2020 to 2021, 6.0% from 2021 to 2022 and 15.0% from 2022 to 2023.

\*\* The darker portion of the 2023 bar represents the estimated taxes associated with the operating referendum approved by voters and other adjustments.

# Next Steps

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Board will accept  
public comments on  
proposed levy

Board will certify  
2023 property tax  
levy

**South St. Paul**  
*Public Schools*



PUBLIC COMMENTS



# SOUTH ST. PAUL PUBLIC SCHOOLS

## School Board Agenda Item

**Meeting Date:** December 12, 2022

**Place on Agenda:** Regular Agenda/Business Items

**Action Requested:** Approval

**Attachment:** Acceptance of Gifts Resolution

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



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

**ACCEPTANCE OF GIFTS  
 RESOLUTION**

Board Meeting Date: **December 12, 2022**

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

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

**MONETARY**

<b>Donation Amount</b>	<b>Designated To</b>	<b>Donation From</b>	<b>Purpose</b>
\$2,000	HS IB Program	Croatian Hall	IB
\$1,000	Kaposia	Kopp Family Foundation	Random Acts of Kindness Program
\$1,000	Early Learning	Bugg's Place	Supplies and Computer

**VALUE IN KIND**

<b>Donation Item</b>	<b>Designated To</b>	<b>Donation From</b>	<b>Purpose</b>

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

And the following voted against:

Whereupon said resolution was declared duly passed and adopted



## 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:**

<b>Topic:</b> 2022-2023 Independent Employee Agreement
<b>Presenter(s):</b> Joel Milteer, Human Resource Director, and Brady Hoffman, Finance Director
<b>Background:</b>  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.  This agreement is within the salary parameters established by the Board of Education.
<b>Recommendation:</b>  Approval of 2022-2023 Independent Employee Agreement
<b>Alternatives:</b>  Do not approve and direct administration with next steps.



## 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

<b>Topic:</b> 2022-23 Miscellaneous Wages
<b>Presenter(s):</b> Joel Milteer, Human Resource Director and Brady Hoffman Finance Director
<b>Background:</b> <p>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.</p> <p>Administration is requesting approval for rate of pay changes for the following substitute positions for the 2022-23 school year:</p> <ul style="list-style-type: none"><li>• Retired Teachers</li><li>• School Nurses</li><li>• Building Cleaners</li><li>• Nutrition Services Assistant</li></ul>
<b>Recommendation:</b> <p>Approval of 2022-23 Miscellaneous Wages for substitutes and other rates.</p>
<b>Alternatives:</b> <p>Do not approve 2022-23 Miscellaneous Wages and direct administration with next steps.</p>

## 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>	<b>FOOTBALL</b>	<b>Per Event</b>
	Varsity Game (5 Officials)	\$92
	JV/B/9 Game (3 Officials)	\$80
	Middle School - per official	\$70
	<b>SOCCER</b>	<b>Per Event</b>
	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*

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

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
	<b>SWIMMING</b>	<b>Per Event</b>
	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
	<b>VOLLEYBALL</b>	<b>Per Event</b>
	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
	<b>BASKETBALL</b>	<b>Per Event</b>
	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
	<b>GYMNASTICS</b>	<b>Per Event</b>
	Varsity & JV (2 Officials)	\$120
	Varsity & JV (3 Officials)	\$96
	8 Team Invitational (per official)	\$124
	<b>HOCKEY</b>	<b>Per Event</b>
	Varsity Game (Referee)	\$94
	Varsity Game (Linesman)	\$77
	JV (Official)	\$77
	<b>WRESTLING</b>	<b>Per Event</b>
	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
	<b><i>Tournaments</i></b>	
	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
	<b>BASEBALL</b>	<b>Per Event</b>
	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
	<b>SOFTBALL</b>	<b>Per Event</b>
	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
	<b>DANCE TEAM</b>	<b>Judge</b>
	<b>Number of Routines</b>	
	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:** 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

<b>Topic:</b> Student Teacher Agreement – Augsburg University
<b>Presenter(s):</b> Joel Milteer, Human Resources Director
<b>Background:</b> 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.
<b>Recommendation:</b> Approval of 2022-23 Student Teacher Agreement with Augsburg University.
<b>Alternatives:</b> Do not approve Student Teacher Agreement and direct administration with next steps.

**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:** 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

<b>Topic:</b> Polling Place Designation
<b>Presenter(s):</b> Superintendent Dr. Brian Zambreno
<p><b>Background:</b></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><b>Recommendation:</b></p> <p>Approve of the resolution designating polling places for the 2023 elections</p>
<p><b>Alternatives:</b></p> <p>N/A</p>

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

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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 12<sup>th</sup> 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 <sup>th</sup> Avenue North	Precinct 2:	First Presbyterian Church 535 20 <sup>th</sup> Avenue North
Precinct 3:	Luther Memorial Church 315 15 <sup>th</sup> Avenue North	Precinct 4:	Dakota County Museum 130 3 <sup>rd</sup> 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 12<sup>th</sup> day of December 2022.

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