



South St. Paul School Board Meeting  
Monday, September 11, 2023 6:00 PM  
Location: CITY HALL  
125 THIRD AVENUE NORTH  
South St Paul, Minnesota 55075

## Agenda

I.	<b>ROLL CALL and PLEDGE OF ALLEGIANCE</b>	
II.	<b>APPROVAL OF MEETING AGENDA/MINUTES</b>	
	A. School Board Meeting Agenda, September 11, 2023	
	B. Committee-of-the-Whole and Regular Meeting Minutes, August 28, 2023	3
III.	<b>QUALITY-IN-ACTION and REPORTS</b>	
	A. <b>Quality-in-Action:</b> Oath of Office for the 2023-24 Student School Board Representatives Renata Awadallah and Luis Robles Torres. (J. Raasch)	6
	B. <b>Quality-in-Action:</b> Community Education Director Jeanne Zehnder will highlight the Senior Center programming. (J. Zehnder)	
	C. <b>Report:</b> Amy Winter, Executive Director of Educational Services, will provide an update on the Minnesota Reading to Ensure Academic Development (READ) Act. (A. Winter)	8
	D. <b>Report:</b> Chair John Raasch will highlight the Public Listening Session submissions. (J. Raasch)	9
	E. <b>Report:</b> School Board members will highlight items from the committee-of-the-whole meeting. (Board)	10
	F. <b>Report:</b> Superintendent Zambreno will provide highlights from around the District. (B. Zambreno)	11
IV.	<b>CONSENT ITEMS</b>	
	A. Financial Claims: Bills Payable	12

B. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves	18
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V. **POLICY REVIEW**

VI. **BUSINESS ITEMS**

A. Approval, for the South St. Paul School Board to approve scheduling a joint work session with the City of South St. Paul on Thursday, September 14, 2023.	22
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VII. **INFORMATIONAL ITEMS**

A. <b>Board Members' Reports/Committee Updates/Where Have You Seen a Passion:</b> Board members will report on recent educational activities/events in which they have participated as well as other informational items.	
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VIII. **ADJOURN**

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

**August 28, 2023**

Chair John Raasch called the August 28, 2023, committee-of-the-whole meeting to order at 5:00 PM with six Board members present: Clafflin, T. Felton, W. Felton, Laliberte, Raasch and Weber. Director Humann was absent. Others present included Superintendent Brian Zambreno and several staff and community members.

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**Permanent Drainage and Utility Easement – HS North Field**

Finance Director Brady Hoffman reviewed the Permanent Drainage and Utility Easement agreement between the City of South St. Paul and the South St. Paul Public Schools. In November of 2021, the School Board approved a purchase agreement to sell the Jefferson property to the City of South St. Paul. As part of the sale, the City and School District entered into a letter of agreement where the City will transfer ownership of the North Fields to the District. Before ownership could be transferred to the District, the City needed to conduct surveys of the property and secure legal descriptions and lot splits necessary to deliver recordable quit claim deeds to the property. The final step is for the District to approve the attached permanent drainage and utility easement that would allow the city access to this space if repairs are needed. The agreement will go before the Board for approval this evening.

**Overdose Medication Policy Update**

School district policy #516.5 for Overdose Medication was passed by the school board in June 2023. Student Services Director Candace Burckhard provided an update on the steps the district has taken this summer to be in full compliance with the new district policy and recent legislation including our standing order, naloxone kits, and staff training. The Board engaged in conversation about the use and effects of Narcan.

**Resolution for Counting Write-in Votes for Local Elective Office**

New legislation allows cities and school districts to pass resolutions that require that write-in votes are only tabulated if they exceed the votes for non-write-in candidates. The write-in voting counting process is overly time consuming and unnecessary. This new legislation will alleviate this extra work for districts and cities. A Resolution for Counting Write-in Votes for Local Elective Office, drafted by Dakota County, will go before the Board for approval this evening.

**Committee Updates**

Board members provided updates to their various committee assignments. Chair Raasch also noted that in the coming weeks, the Board will be engaging in conversation on the structures of their meetings.

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The committee-of-the-whole meeting adjourned at 5:51 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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AUGUST 28, 2023

The regular meeting of the School Board, Special School District No. 6, South St. Paul, was held in the city hall council chambers on Monday, August 28, 2023. Chair John Raasch called the meeting to order at 6:00 PM with six Board members present for roll call: Claflin, T. Felton, W. Felton, Laliberte, Raasch, and Weber. Director Humann was absent. 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 Director Laliberte

Seconded by Director Weber

That the South St. Paul School Board approves the August 28, 2023, School Board meeting agenda as well as minutes from the August 14, 2023, committee-of-the-whole and regular meetings.

Motion carried (6-0)

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### **QUALITY-IN-ACTION AND REPORTS**

*Quality-in-Action* – Building Principals provided a highlight of the upcoming 2023-24 school year.

*Public Listening Session Report* – There were no public listening session submissions this evening.

*Committee-of-the-Whole Report* – Vice Chair Weber provided a highlight of the School Board's discussion at their committee-of-the-whole meeting this evening.

*Superintendent Report* – Superintendent Zambreno provided highlights from around the district.

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### **CONSENT ITEMS**

By Director Claflin

Seconded by Director W. Felton

A. Financial Claims—Bills Payable

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

Motion carried (6-0)

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## **BUSINESS ITEMS**

By Director Weber  
Approval, for the South St. Paul School Board to approve the Permanent Drainage and Utility Easement Agreement with the City of South St. Paul for the High School North Field.  
Motion carried (6-0)

Seconded by Director Claflin

By Director Laliberte  
Approval, for the South St. Paul School Board to approve the Resolution for Counting Write-In Votes for Local Elective Office.  
Motion carried 6 yeas – Laliberte, T. Felton, Weber, W. Felton, Claflin ,and Raasch  
0 nays

Seconded by Director W. Felton

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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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## **CLOSED SESSION**

By Director Claflin  
Approval for the School Board to move to a closed session at 6:56 PM per the open meeting law (Minn. Stat. § 13D.03) for the purpose of teacher negotiations.  
Motion carried (6-0)

Seconded by Director W. Felton

*Members present:* Directors Claflin, T. Felton, W. Felton, Laliberte, Weber, and Raasch as well as Superintendent Brian Zambreno, Human Resource Director Joel Milteer, and Finance Director Brady Hoffman.

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## **ADJOURN**

By Director Weber  
That the Board of Education moves to open the closes session and adjourn the August 28, 2023, meeting at 7:45 PM.  
Motion carried (6-0)

Seconded by Director Claflin

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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



Minnesota's First K-12 IB World Schools District

Phone: (651) 457 - 9465

Fax: (651) 457 - 9485

www.sspps.org

## STUDENT SCHOOL BOARD REPRESENTATIVE OATH OF OFFICE

Renata,

It is an honor that you were selected to serve as the liaison between the South St. Paul School Board and the students at South St. Paul Public Schools, Special School District 6. As you recite the oath of office, you assume responsibility in carrying out the duties and expectations of a Student School Board member.

Furthermore, you will play an integral role in working together with the School Board and Superintendent to continue making South St. Paul Public Schools a safe and effective place to learn and grow for all students and staff.

\*\*\*\*\*

I hereby publicly affirm my commitment to the Oath of Office:

I swear/affirm that I will faithfully complete the duties of the office of Student School Board member of South St. Paul Public Schools, Special School District 6 to the best of my judgment and ability.

\_\_\_\_\_  
*John Raasch, Board Chair*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Renata Awadallah, Student School Board Member*

\_\_\_\_\_  
*Date*



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## STUDENT SCHOOL BOARD REPRESENTATIVE OATH OF OFFICE

Luis,

It is an honor that you were selected to serve as the liaison between the South St. Paul School Board and the students at South St. Paul Public Schools, Special School District 6. As you recite the oath of office, you assume responsibility in carrying out the duties and expectations of a Student School Board member.

Furthermore, you will play an integral role in working together with the School Board and Superintendent to continue making South St. Paul Public Schools a safe and effective place to learn and grow for all students and staff.

\*\*\*\*\*

I hereby publicly affirm my commitment to the Oath of Office:

I swear/affirm that I will faithfully complete the duties of the office of Student School Board member of South St. Paul Public Schools, Special School District 6 to the best of my judgment and ability.

\_\_\_\_\_  
*John Raasch, Board Chair*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Luis Robles Torres, Student School Board Member*

\_\_\_\_\_  
*Date*



## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** Monday, September 11, 2023

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

**Action Requested:** None

**Attachment:** N/A

**Topic:** Minnesota Reading to Ensure Academic Development Act (READ Act)

**Presenter(s):** Amy Winter, Executive Director of Educational Services

**Background:**

There has been an abundance of conversations in the news and in educational circles around the topic of “Science of Reading”. In response to this topic, The Minnesota Reading to Ensure Academic Development Act (Read Act) was adopted into law on May 24, 2023 to replace the Read Well by Third Grade (RWBTG).

This presentation will provide brief overview of clarity around the science of reading, the READ Act and what work is already being done in South St. Paul Public School.

Executive Director of Educational Services, Amy Winter will present this report to the Board at their Committee-of-the-Whole (COW) meeting and be on hand to answer any questions.

**Recommendation:**

N/A

**Alternatives:**

N/A



## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** September 11, 2023

**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 City Hall (125 – 3<sup>rd</sup> Avenue North) 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:** September 11, 2023

**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:** September 11, 2023

**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:** September 11, 2023

**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>  Administration recommends the approval of the attached financial statement.
<b>Alternatives:</b>  N/A

CHECK NUMBER	AMOUNT	DATE	CHECK VENDOR
203616	1,340.00	08/31/2023	A+ DRIVING SCHOOL
203617	4,974.00	08/31/2023	AIM ELECTRONICS
203618	4,390.12	08/31/2023	ARVIG
203619	750.00	08/31/2023	BACKUPIFY
203620	1,085.17	08/31/2023	BEVSO
203621	31.50	08/31/2023	BIMBO BAKERIES USA
203622	1,823.48	08/31/2023	BIX PRODUCE COMPANY
203623	110.71	08/31/2023	CAROLINA BIOLOGICAL SUPPLY CO
203624	334.12	08/31/2023	CINTAS
203625	14,797.56	08/31/2023	CITY OF SOUTH ST PAUL
203626	3,361.96	08/31/2023	CONCORD THEATRICALS
203627	1,076.38	08/31/2023	CONTINENTAL CLAY CO
203628	60.00	08/31/2023	CORSELLO, ANNA
203629	82.28	08/31/2023	CULLIGAN-MILBERT COMPANY
203630	838.00	08/31/2023	EDCLUB INC
203631	139.56	08/31/2023	EDUCATIONAL INNOVATIONS
203632	53.64	08/31/2023	FLINN SCIENTIFIC INC
203633	239.00	08/31/2023	GLOBE PRINTING & OFFICE SUPPLIES
203634	2,918.19	08/31/2023	GRAPHIC EDGE DBA GAME ONE
203635	650.00	08/31/2023	GUTZMAN, DEB
203636	330.00	08/31/2023	HAMLIN UNIVERSITY ATHLETICS
203637	85.00	08/31/2023	HOLTROP, BRIE
203638	132,188.32	08/31/2023	IND SCHOOL DISTRICT #199
203639	6,163.29	08/31/2023	IND SCHOOL DISTRICT #347
203640	11,258.10	08/31/2023	INTERMEDIATE DISTRICT #287
203641	58,515.89	08/31/2023	INTERMEDIATE DISTRICT #917
203642	4,716.00	08/31/2023	JB OFFICEWORKS LLC
203643	31.10	08/31/2023	KENNEDY, LOREN
203644	239.94	08/31/2023	LAKESHORE LEARNING MATERIALS
203645	81.00	08/31/2023	LILY OF THE LIGHT LLC
203646	802.50	08/31/2023	LIND MARKETING
203647	3,493.78	08/31/2023	LINDENMEYR MUNROE
203648	240.26	08/31/2023	LINK INTERPRET
203649	132.85	08/31/2023	MCMASTER-CARR SUPPLY COMPANY
203650	4,755.00	08/31/2023	MMKR & CO
203651	40.00	08/31/2023	NCPERS GROUP LIFE INS
203652	324.25	08/31/2023	NEO ELECTRIC SOLUTIONS
203653	1,116.00	08/31/2023	NORTHLINE TRANSPORTATION
203654	500.00	08/31/2023	PITNEY BOWES INC
203655	625.00	08/31/2023	RAPTOR TECHNOLOGIES
203656	24,544.00	08/31/2023	RENAISSANCE LEARNING INC
203657	1,092.00	08/31/2023	ROCHESTER 100 INC
203658	37,106.59	08/31/2023	SAFEWAY BUS COMPANY
203659	24,190.21	08/31/2023	SAFEWAY WISCONSIN INC
203660	7,725.00	08/31/2023	SCHMITT MUSIC
203661	536.27	08/31/2023	SCHOLASTIC, INC
203662	106.30	08/31/2023	SCHOOL SPECIALTY LLC
203663	11,175.00	08/31/2023	SOURCEWELL TECHNOLOGY
203664	136.72	08/31/2023	SPRINT
203665	265.00	08/31/2023	SQUIRES WALDSPURGER & MACE PA
203666	362.00	08/31/2023	ST. MARTIN, TARA
203667	640.00	08/31/2023	STEVE RUMMLER HOPE NETWORK
203668	497.75	08/31/2023	STUDIES WEEKLY
203669	3,673.05	08/31/2023	T-MOBILE
203670	181,820.00	08/31/2023	TRAFERA HOLDINGS LLC
203671	9,770.24	08/31/2023	TRANSPORTATION & DELIVERY INC

CHECK NUMBER	AMOUNT	CHECK DATE	VENDOR
203672	736.95	08/31/2023	ULINE
203673	4,177.42	08/31/2023	UPPER LAKES FOODS
203674	535.50	08/31/2023	LOCAL #70
203675	824.00	08/31/2023	MINNESOTA CHILD SUPPORT PAYMENT CENTER
203676	40.00	08/31/2023	NCPERS GROUP LIFE INS
203677	222.25	08/31/2023	OFFICE AND PROF EMPLOYEES UNION
203678	5.00	08/31/2023	SOUTH ST PAUL OPEN FOUNDATION
203679	60.00	08/31/2023	SOUTH ST PAUL EDUCATION FOUNDATION
202300080	23,216.75	08/29/2023	MINNESOTA PAYROLL TAXES
202300081	139,876.61	08/29/2023	FEDERAL PAYROLL TAXES
202300082	214.00	08/29/2023	MN DEPT OF REVENUE
202300083	4,602.32	08/29/2023	PERA
202300084	36,368.58	08/29/2023	TSA/ACH DEDUCTION
202300085	97,882.21	08/29/2023	TEACHER RETIREMENT ASSOCIATION
202300086	-101.60	08/29/2023	MINNESOTA PAYROLL TAXES
202300087	-589.46	08/29/2023	FEDERAL PAYROLL TAXES
202300088	-422.08	08/29/2023	TEACHER RETIREMENT ASSOCIATION
202300089	101.60	08/29/2023	MINNESOTA PAYROLL TAXES
202300090	589.46	08/29/2023	FEDERAL PAYROLL TAXES
202300091	422.08	08/29/2023	TEACHER RETIREMENT ASSOCIATION
202300092	11,974.81	08/30/2023	MINNESOTA PAYROLL TAXES
202300093	71,987.18	08/30/2023	FEDERAL PAYROLL TAXES
202300094	26,622.17	08/30/2023	PERA
202300095	9,879.66	08/30/2023	TSA/ACH DEDUCTION
202300096	17,934.45	08/30/2023	TEACHER RETIREMENT ASSOCIATION
202300097	0.00	08/30/2023	MINNESOTA PAYROLL TAXES
202300098	0.00	08/30/2023	FEDERAL PAYROLL TAXES
202300099	75,756.00	09/01/2023	MSRS
202300100	140,913.53	08/28/2023	HEALTH PARTNERS
202300101	83,123.89	08/21/2023	HEALTH PARTNERS
202300102	60,949.33	08/30/2023	HEALTH PARTNERS
232400054	90.00	08/30/2023	AHSENMACHER WINTER, AMY
232400055	90.00	08/30/2023	ANDERSON, CHAD
232400056	90.00	08/30/2023	BARTER, ANDREW
232400057	90.00	08/30/2023	BAUER, MEREDITH
232400058	90.00	08/30/2023	BERCHTOLD, JAMIE
232400059	90.00	08/30/2023	BOURG, LEAH
232400060	90.00	08/30/2023	BRANDECKER, LISA
232400061	248.38	08/30/2023	BRETOI, TERENCE
232400062	90.00	08/30/2023	BURCKHARDT, CANDACE
232400063	90.00	08/30/2023	CHILDS, DANETTE
232400064	184.82	08/30/2023	EBERT, LORI
232400065	45.00	08/30/2023	EDLEFSEN, DEANNE
232400066	90.00	08/30/2023	FENTON, MARK
232400067	90.00	08/30/2023	GAMEZ, LESLY
232400068	125.94	08/30/2023	HANSEN, JODY
232400069	90.00	08/30/2023	HOFFMAN, BRADY
232400070	45.00	08/30/2023	JACOBS-BUSE, LINDA
232400071	90.00	08/30/2023	KRUEGER, BRADY
232400072	45.00	08/30/2023	LENTSCH, PETER
232400073	45.00	08/30/2023	LOUGH, LAWRENCE
232400074	90.00	08/30/2023	MILTEER, JOEL
232400075	90.00	08/30/2023	MOSES, CHRISTINA
232400076	90.00	08/30/2023	OCHOCKI, CHARLES
232400077	45.00	08/30/2023	OSTER, PATRICK
232400078	45.00	08/30/2023	PENMAN, MICHELLE

<u>CHECK</u>	<u>CHECK</u>		
<u>NUMBER</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>VENDOR</u>
232400079	90.00	08/30/2023	PETERSON, LORI
232400080	90.00	08/30/2023	SCHWAB, ROBIN
232400081	90.00	08/30/2023	TAYLOR MINER, MELANEE
232400082	45.00	08/30/2023	VANDERBILT, TONY
232400083	90.00	08/30/2023	WELLS, TRAVIS
232400084	731.80	08/30/2023	WOOD, BROOKE
232400085	180.00	08/30/2023	ZAMBRENO, BRIAN
232400086	90.00	08/30/2023	ZEHNDER, JEAN
232400087	287.85	09/01/2023	WILLCOX, BRANDON

1,380,200.48 Totals for checks

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL	416,336.34	0.00	454,086.84	870,423.18
02	FOOD SERVICE	382.84	31.10	140,940.21	141,354.15
04	COMMUNITY EDUCATION	24,957.84	0.00	4,541.77	29,499.61
05	CAPITAL	802.79	0.00	53,134.00	53,936.79
20	INTERNAL SERVICE	0.00	0.00	13,967.84	13,967.84
21	MEDICAL	0.00	0.00	271,018.91	271,018.91
***	Fund Summary Totals ***	442,479.81	31.10	937,689.57	1,380,200.48

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

**CHECKRUNS**

<b><u>FUND</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>August 25, 2023 - September 7, 2023</u></b>
1	GENERAL	\$870,423.18
2	FOOD SERVICE	\$141,354.15
4	COMMUNITY EDUCATION	\$29,499.61
5	CAPITAL	\$53,936.79
7	DEBT SERVICE	\$0.00
20	INTERNAL SERVICE	\$284,986.75
50	ACTIVITY ACCOUNTS	\$0.00
	<b>TOTAL</b>	<b><u>\$1,380,200.48</u></b>

**PAYROLL**

**08/30/2023**

Payroll Direct Deposit	900093436-900093842	\$624,636.92
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## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** September 11, 2023

**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)**

**9-11-23**

**Certified**

A. Appointments/Reassignments

1. Hannah Anderson – 1.0 FTE Special Education Teacher, Kaposia Education Center, MA15, Step 6, effective August 29, 2023. (revised effective date)
2. Steven Lansing – 1.0 FTE Credit Recovery Teacher, High School, BA30, Step 20, effective August 28, 2023.
3. Alexander Westad – 1.0 FTE Special Education Teacher, Kaposia Education Center, MA15, Step 5, effective August 28, 2023.

Additional Assignment – effective for the 2023-24 school year  
Graham Judd – .2 FTE Construction Trades Teacher, High School

Change of Assignment – effective for the 2023-24 school year  
Tiffany Brian – Change from 1.0 FTE Peer Coach (TOSA) to 1.0 FTE ATPPS/TDE Coordinator and Peer Coach (TOSA), District-wide  
Jesse Rock – Change from .8 FTE Science and .2 FTE Credit Recovery Teacher to 1.0 FTE Science Teacher, High School  
Lauren Ryan – Change from 1.0 FTE ATPPS/TDE Coordinator and Peer Coach (TOSA), District-wide, to 1.0 FTE Equity and Instructional Coach (TOSA), Lincoln Center

**2023-24 ECA**

**BAND**

Pep Band Director (Winter)	Hartman, Reed	\$1,670
Jazz Ensemble Director	Hartman, Reed	\$1,974
Combo Band – Show Choir	Hartman, Reed	\$1,152

\* indicates non-district employee

\*\* indicates returning non-district employee

B. Resignations/Retirements/Leaves/Reductions/Other

**Classified**

A. Appointments/Reassignments

1. Chris Anderson – Student Supervisor, Kaposia Education Center, \$16.94 per hour, 17.5 hours per week, effective September 11, 2023.
2. Jandra Crumble – Special Education Assistant, Kaposia Education Center, \$20.16 per hour, 32.5 hours per week, effective August 28, 2023.
3. Angela Finstrom – Early Learning Assistant, Lincoln Center, \$18.53 per hour, 35 hours per week, effective September 11, 2023.
4. **Thomas Halverson – Part-Time Cleaner, Lincoln Center, \$18.21 per hour, 20 hours per week, effective September 11, 2023.**
5. **Nicolle Houseman – Preschool Teacher, Kaposia Education Center, \$31.29 per hour, 22.5 hours per week, effective September 12, 2023.**
6. Chelsea Langerude – Licensed School Health Associate, Kaposia Education Center, \$31.00 per hour, effective September 11, 2023.
7. Carolyn Plasch – Early Learning Assistant, Lincoln Center, \$18.53 per hour, 12.5 hours per week, effective September 11, 2023.
8. Aamira Redd – Student Supervisor, Kaposia Education Center, \$16.94 per hour, 17.5 hours per week, effective September 5, 2023.
9. Megan Schmidt – Human Resources Manager, District Office, effective September 18, 2023.
10. Darian Schwartz – Kids’ Choice Program Assistant, Lincoln Center, \$18.86 per hour, 5.25 hours on student days, 5.5 hours on non-student days and summer program, effective August 28, 2023.
11. **Jamie Shepard – Student Information Specialist, District Office, effective September 25, 2023.**
12. Dwayne Smith – Part-Time Cleaner, Secondary Building, \$18.21 per hour, 20 hours per week, effective September 5, 2023.
13. **Kaia Tautges – Early Learning Assistant, Kaposia Education Center, \$18.53 per hour, 11.25 hours per week, effective September 11, 2023.**
14. **Ashley Tellez – Special Education Assistant, Lincoln Center, \$20.16 per hour, 32.5 hours per week, effective September 11, 2023.**
15. Tara Trudeau – Part-Time Cleaner, Secondary Building, \$18.21 per hour, 20 hours per week, effective September 5, 2023.

**Additional Duties – Finance Department (September 15 – December 31, 2023; \$2,000 stipend)  
Shannon Swenson – Finance Manager**

Change of Assignment – Effective for the 2023-24 school year

Vidmarie Pumarejo-Torrens – Change from Special Education Assistant to Early Childhood Special Education Assistant, Lincoln Center

Tracy Ritter – Preschool Teacher, increase from 22.5 hours to 37.5 hours per week, change from Kaposia Education Center to Lincoln Center

B. Resignations/Retirements/Leaves/Reductions/Other

1. Madeline Bostrom – Resignation, Student Supervisor, Kaposia Education Center, effective August 25, 2023.
2. Megan Bowen – Resignation, Preschool Instructor, Lincoln Center, effective August 28, 2023.
3. Benjamin Bradford – Rescind, Part-Time Cleaner, Secondary Building, effective September 5, 2023.
4. Mary Larson – Termination, Special Education Assistant, High School, effective June 8, 2023.
5. Jeannie Massie – Resignation, Nutrition Services Assistant, Secondary Building, effective September 6, 2023.
6. Diane McKeever – Resignation, Part-Time Cleaner, Lincoln Center, effective September 5, 2023.
7. Stephen Olsen – Termination, Part-Cleaner, Secondary Building, effective July 11, 2023.
8. Viviana Ruiz – Resignation, Special Education Assistant, Kaposia Education Center, effective August 29, 2023.
9. **Jamie Shepard – Resignation, Academic Support Specialist (Class IV), Secondary Building, effective September 22, 2023.**
10. Kristin Wagner – Resignation, Special Education Assistant, Lincoln Center, effective September 8, 2023.
11. Lynne Welsh – Retirement, Finance Specialist, District Office, effective September 5, 2023.



## SOUTH ST. PAUL PUBLIC SCHOOLS

### School Board Agenda Item

**Meeting Date:** September 11, 2023

**Place on Agenda:** Regular Business Meeting

**Action Requested:** Approval

**Attachment:** None

<b>Topic:</b> Joint Work Session with the City of South St. Paul
<b>Presenter(s):</b> Superintendent Brian Zambreno
<b>Background:</b>  The South St. Paul Public School Board will be holding a joint meeting with the South St. Paul City Council on Thursday, September 14, 2023, to discuss a common set of core values for the entire community.
<b>Recommendation:</b>  N/A
<b>Alternatives:</b>  N/A