



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

Monday, November 27, 2023 5:00 PM

Location: CITY HALL

125 THIRD AVENUE NORTH

South St Paul, Minnesota 55075

Agenda

I.	ELECTION	
	A. Combined Polling Location Resolution (L. Brandecker)	2
II.	EDUCATIONAL SERVICES	
	A. 2023-24 Calendar Change (A. Winter)	7
	B. World's Best Workforce (A. Winter)	10
III.	SCHOOL BOARD	
	A. Committee Updates (Board)	11
	• District 917	
	• AMSD	
	• Community Education	
	• Educational Foundation	
	• Finance, Facilities and Long-Range Planning	
	• Local Issues	
	• Policy	
	• Public Relations/Community Engagement	
	• SSP Open Foundation	
	• Superintendent Executive	
	B.	
	C. Other Items Deemed Necessary by the School Board	



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: November 27, 2023

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

Action Requested: Approval

Attachment: Resolution Establishing Combined Polling Places for Certain Multiple Precincts and Designating Voting Hours for School District Elections Not Held on the Day of a Statewide Election

Topic: Polling Place Designation for 2024 Elections Not Held on Statewide Election Day
Presenter(s): Lisa Brandecker, Manager of Administrative Services and Communications
<p>Background:</p> <p>Pursuant to Minnesota Statutes, Section 205A.11, by December 31 of year, the Board must, by resolution, designate one or more combined polling places and the precincts served by the combined polling place(s) for school elections not held on the day of a statewide election.</p> <p>The proposed resolution designates Dakota County Historical Society (130 3rd Avenue North, South St. Paul, MN 55075), as the combined polling location in the event the district needs to run an election in 2024 that is not on the date of the statewide election.</p>
<p>Recommendation:</p> <p>Approve of the resolution designating combined polling locations for 2024 elections not held on the statewide election day.</p>
<p>Alternatives:</p> <p>N/A</p>

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD OF
SPECIAL SCHOOL DISTRICT NO. 6
(SOUTH ST. PAUL PUBLIC SCHOOLS)
DAKOTA COUNTY, 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), Dakota County, Minnesota, was held in the School District on November 27, 2023, at 6:00 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR CERTAIN MULTIPLE PRECINCTS AND DESIGNATING VOTING HOURS FOR SCHOOL DISTRICT ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION

BE IT RESOLVED by the School Board (the "Board") of Special School District No. 6 (South St. Paul Public Schools), Dakota County, Minnesota (the "District"), as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for District elections are those precincts or parts of precincts located within the boundaries of the District which have been established by the cities or towns located in whole or in part within the District. The Board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, by December 31 of year, the Board must, by resolution, designate one or more combined polling places and the precincts served by the combined polling place(s) for school elections not held on the day of a statewide election.

3. The combined polling place described in **EXHIBIT A** to this Resolution is hereby established to serve the precincts specified for all District special and general elections not held on the same day as a statewide election in the calendar year following the adoption of this resolution.

4. The Clerk is hereby authorized and directed to designate a new or different polling place in the event that a designated combined polling has become unavailable for use, or in the event of an emergency in accordance with Minnesota Statutes, Section 204B.175.

5. As required by Minnesota Statutes, Section 204B.16, subdivision 1a, the Clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the District whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

6. Pursuant to Minnesota Statutes, Section 205A.09, the combined polling place will remain open for voting for District elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

7. The Clerk is directed to promptly file a certified copy of this resolution with the County Auditor of Dakota County.

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

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

EXHIBIT A

COMBINED POLLING PLACE:

Dakota County Historical Society
130 3rd Avenue North
South St. Paul, MN 55075

This combined polling place serves all territory located in Special School District No. 6 in the City of South St. Paul, Precincts 1-5; Dakota County, Minnesota.



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, November 27, 2023

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

Action Requested: Approval of 2023-24 Calendar Revisions

Attachment: 2023-24 Calendar

Topic: Calendar Proposal Change for 23-24 for Elementary and Middle School

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

Background:

This is a calendar proposal for the 2023-24 school year. The proposal is to change dates for our current family conference dates for middle school and switch a professional development day with a comp day.

Current Schedule:

Middle School Conferences Wednesday, March 6 and Thursday, March 7

Proposal: Wednesday, March 6 and Thursday, March 14

Elementary Comp Day Friday, April 26 and Professional Development Friday, May 24

Proposed: Comp Day May 24 and Professional Development April 26.

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:

Administration recommends the approval of the proposed calendar changes identified above.

Alternatives:

Do not approve the proposed calendar changes and direct administration with next steps.

SOUTH ST. PAUL PUBLIC SCHOOLS

2023-2024 Academic Calendar

 Student-Family Connect
 District Holiday
 New Teacher Orientation
 Non-Student Day
 Flex Learning

JULY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JANUARY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

AUGUST	
21-24	New Teacher Orientation
28-9/1	Opening Days for Staff
SEPTEMBER	
4	District Holiday
5	First Day for Grades 1-5, 6, 9
6	First Day for Grades 7-8, 10-12
7	First Day of Kindergarten
11	First Day of Preschool
OCTOBER	
9	Non-Student Day
12	9-12 Student-Family Connect
19-20	Non-Student Day / MEA Conference
NOVEMBER	
1	K-5 Student-Family Connect 6-8 Student-Family Connect
2	K-5 Flex Learning K-5 Student-Family Connect 6-8 Student-Family Connect
3	Non-Student Day
22	Non-Student Day
23-24	District Holiday
DECEMBER	
1	Non-Student Day
26-28	Non-Student Days / Winter Break
25	District Holiday
29	District Holiday
JANUARY	
1	District Holiday
2	Non-Student Day / Winter Break
15	District Holiday
25	9-12 Student-Family Connect
26	Non-Student Day
FEBRUARY	
19	District Holiday
MARCH	
6	K-5 Student-Family Connect 6-8 Student-Family Connect
7	K-5 Flex Learning K-5 Student-Family Connect
8	Non-Student Day
14	6-8 Student-Family Connect
25-29	Non-Student Days / Spring Break
APRIL	
25	9-12 Student-Family Connect
26	Non-Student Day
MAY	
24	Non-Student Day
27	District Holiday
JUNE	
6	Student Last Day / Commencement
7	Non-Student Day
19	District Holiday

STUDENT/FAMILY DAYS

Student Days / Term

K-8 Semesters (171)

- **Fall** (Sept 5 - Jan 25) 87 days
- **Spring** (Jan 29 - June 6) 84 days

High School Trimesters (171)

- **Fall** (Sept 5 - Nov 30) 56 days
- **Winter** (Dec 4 - Mar 7) 59 days
- **Spring** (Mar 11 - June 6) 56 days

Student-Family Connections (Parent/Guardian-Teacher Conferences)

GRADES K-5

Fall

- Nov 1 (4:00 - 8:00 pm) or 4 hours flex connections
- Nov 2 (12:00 - 8:00 pm)

Spring

- Mar 6 (4:00 - 8:00 pm) or 4 hours flex connections
- Mar 7 (12:00 - 8:00 pm)

GRADES 6-8

Fall

- Nov 1 (4:00 - 8:00 pm) + 4 hours flex connections
- Nov 2 (4:00 - 8:00 pm) + 4 hours flex connections

Spring

- Mar 6 (4:00 - 8:00 pm) + 4 hours flex connections
- Mar 14 (4:00 - 8:00 pm) + 4 hours flex connections

GRADES 9-12

Fall

- Oct 12 (4:00 - 8:00 pm) + 4 hours flex connections

Winter

- Jan 25 (4:00 - 8:00 pm) + 4 hours flex connections

Spring

- April 25 (4:00 - 8:00 pm) + 4 hours flex connections

Scheduled Flex Learning

K-5 Only

- Nov 2
- Mar 7

TEACHER DAYS

Teacher Days / Term

K-8 Semesters (185)

- **Fall** (Aug 28 - Jan 26) 97 days
- **Spring** (Jan 29 - June 7) 88 days

High School Trimesters (185)

- **Fall** (Aug 28 - Dec 1) 65 days
- **Winter** (Dec 4 - Mar 8) 61 days
- **Spring** (Mar 11 - June 7) 59 days

Non-Student Days (Staff)

Aug 28 – Sep 1 (Opening Days)

Oct 9: Staff Development

Nov 3: Staff Development

Nov 22: Comp Time

Dec 1:

- K-8 Staff Development
- HS Staff Development and Report Cards

Jan 26:

- K-8 Report Cards
- HS Staff Development

Mar 8:

- K-8 Staff Development
- HS Staff Development and Report Cards

Apr 26:

- K-5 Staff Development
- 9-12 Comp Time

May 24: K-12 Comp Time

June 7: K-12 Report Cards

These days are used for educators to engage in curriculum work, instructional delivery, and assessment reporting.

Student-Family Connect Comp

K-5:

- Nov 22 (for Nov 2 + Flex)
- May 24 (for Mar 7 + Flex)

MS:

- Nov 22 (for Nov 1-2)
- Apr 26 (for Mar 6/14)
- May 24 (Fall and Spring Flex)

HS:

- Nov 22 (for Oct 12 + Flex)
- Apr 26 (for Jan 25 + Flex)
- May 24 (for Apr 25 + Flex)

DISTRICT HOLIDAYS

- July 4, 2023
- Nov 23, 2023
- Dec 25, 2023
- Jan 1, 2024
- Feb 19, 2024
- June 19, 2024
- Sept 4, 2023
- Nov 24, 2023
- Dec 29, 2023
- Jan 15, 2024
- May 27, 2024



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, November 27, 2023

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

Action Requested: Approval of Plan

Attachment: N/A

Topic: World's Best Workforce and Achievement & Integration Plan Part 2

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

Background:

This is a yearly review of progress to our World's Best Workforce/ Achievement & Integration Plan. This will review data around goals, student performance, and plans for future work. In addition, this plan is in partnership with our 3 year Achievement and Integration that outlines measurable steps to meet the needs of the WBWF plan.

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:

None

Alternatives:

N/A



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

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