



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

Monday, February 12, 2024 5:00 PM

Location: CITY HALL

125 THIRD AVENUE NORTH

South St Paul, Minnesota 55075

Agenda

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SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: February 12, 2024

Place on Agenda: Committee-of-the-Whole

Action Requested: None. Review and Discussion Only

Attachment:

Topic: American Indian Parent Advisory Committee (AIPAC) Annual Compliance
Presenter(s): Lesly Gámez, Office of Educational Services and Courtney Renville Soto, American Indian Cultural Liaison
<p>Background:</p> <p>Lesly Gámez and Courtney Renville Soto will share updates and information on the development of the American Indian Education program and AIPAC, as well as an overview of recent requests from AIPAC and data that has been shared. In light of the upcoming Vote of Concurrence, consideration around how to acknowledge past and current practices, while identifying our commitments moving forward will be discussed.</p> <p>An Annual Compliance Overview will also be reviewed to ensure a common understanding of the timeline and responsibilities of the school board in this process.</p>
<p>Recommendation:</p> <p>Alignment and collaboration in determining the values we hold and commitments we have to the American Indian community and American Indian Education program.</p>
Alternatives:



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: February 2, 2024

Place on Agenda: Committee-of-the-whole Meeting

Action Requested: None

Attachment: Board Meeting Schedule and Calendar Sample

Topic: Work Session and Board Meeting Structure Review
Presenter(s): School Board
<p>At the January 22 committee-of-the-whole meeting, Board members engaged in collaborative dialogue to assess the effectiveness and efficiency of the current board meeting structure. The conversation centered on identifying the purpose of each of the meetings as well as the strengths and challenges that may support or hinder the meeting purposes identified.</p> <p>The board also began exploring and identifying potential meeting structures solutions that would contribute to enhancing the overall efficacy of the board’s work. Consideration is being given to shifting from two business meetings and two committee-of-the-whole meetings per month to one business meeting and one work session per month. This shift will allow the Board to have more discussion and planning time.</p> <p>Attached you will find a draft of the Board Meeting Schedule and Calendars for a couple of options the Board discussed at their January 22 meeting. At the committee-of-the-whole meeting on Monday evening, the Board will continue their conversation on Board meeting structure options and how the committee assignment schedule fits within a new structure.</p>
<p>Recommendation: N/A – Discussion Only</p>
<p>Alternatives: N/A</p>



Board Meeting Structure and Schedule Samples

Sample Meeting Structure - Option 1

Meeting	Location	Who
Full Board		
2nd Monday of each month <ul style="list-style-type: none"> Work Session (5:00 PM) Stakeholder Comments to the Board (6:30 PM) 	District Office	All
4th Monday of each month <ul style="list-style-type: none"> Work Session (5:00 PM) Business Meeting (6:00 PM) 	City Hall	All
Committee Assignments		
1st Wednesday of each month <ul style="list-style-type: none"> Superintendent/Executive 	District Office	John, Anne, Kim
2nd Wednesday of each month <ul style="list-style-type: none"> Finance Committee 	District Office	Wendy, Anne, Kim
3rd Wednesday of each month <ul style="list-style-type: none"> Policy Committee 	District Office	John, Kim, Tim
As needed <ul style="list-style-type: none"> Legislative Committee? 	District Office	

Sample Meeting Schedule - Option 1

February			
Date	Time	Location	Meeting
Wednesday, February 7	4:30 PM	District Office	Superintendent/Executive
Monday, February 12	5:00 PM	District Office	Work Session
Monday, February 12	6:30 PM	District Office	Stakeholder Comments to the Board
Wednesday, February 14	4:30 PM	District Office	Finance, Facilities and Long Range Planning
Wednesday, February 21	4:30 PM	District Office	Policy
Monday, February 26	5:00 PM	City Hall	Work Session
Monday, February 26	6:00 PM	City Hall	Business Meeting

Date	Time	Location	Meeting
March			
Wednesday, March 6	4:30 PM	District Office	Superintendent/Exec Committee
Monday, March 11	5:00 PM	District Office	Work Session
Monday, March 11	6:30 PM	District Office	Stakeholder Comments to the Board
Wednesday, March 13	4:30 PM	District Office	Finance, Facilities and Long Range Planning Committee
Wednesday, March 20	4:30 PM	District Office	Policy Committee
Monday, March 25	5:00 PM	City Hall	Work Session
Monday, March 25	6:00 PM	City Hall	Business Meeting
April			
Wednesday, April 3	4:30 PM	District Office	Superintendent/Exec Committee
Monday, April 8	5:00 PM	District Office	Work Session
Monday, April 8	6:30 PM	District Office	Stakeholder Comments to the Board
Wednesday, April 10	4:30 PM	District Office	Finance, Facilities, Long-Range Planning Committee
Wednesday, April 17	4:30 PM	District Office	Policy Committee
Monday, April 22	5:00 PM	City Hall	Work Session
Monday, April 22	6:00 PM	City Hall	Business Meeting
May			
Wednesday, May 1	4:30 PM	District Office	Superintendent/Exec Committee
Wednesday, May 8	4:30 PM	District Office	Finance, Facilities, Long-Range Planning Committee
Monday, May 13	5:00 PM	District Office	Work Session
Monday, May 13	6:30 PM	District Office	Stakeholder Comments to the Board
Wednesday, May 15	4:30 PM	District Office	Policy Committee
Monday, May 27	5:00 PM	City Hall	Work Session
Monday, May 27	6:00 PM	City Hall	Business Meeting

Sample Meeting Structure - Option2

Meeting	Location	Who
2nd Monday of each month <ul style="list-style-type: none"> Finance Committee (4:00 - 4:45 PM) Work Session (5:00 PM till end of agenda) Stakeholder Comments to the Board (6:30 PM) Superintendent Executive Committee (after the work session) 	District Office	<u>Finance</u> Wendy, Anne, Kim <u>Supt. Exec</u> John, Anne, Kim
4th Monday of each month <ul style="list-style-type: none"> Policy Committee (4:00 - 4:45 PM) Work Session (5:00 - 5:45 PM) Business Meeting (6:00 PM till end of agenda) Legislative Committee? (after business meeting) 	City Hall	<u>Policy</u> John, Kim Tim <u>Legislative</u> ?

Sample Meeting Schedule - Option 2

Date	Time	Location	Meeting
February			
Monday, February 12	4:00 PM	District Office	Finance
Monday, February 12	5:00 PM	District Office	Work Session
Monday, February 12	6:30 PM	District Office	Stakeholder Comments to the Board
Monday, February 12	7:00 PM	District Office	Superintendent/Exec Committee
Monday, February 26	4:00 PM	City Hall	Policy
Monday, February 26	5:00 PM	City Hall	Work Session
Monday, February 26	6:00 PM	City Hall	Business Meeting
Monday, February 26	After business mtg.	City Hall	Legislative?

Date	Time	Location	Meeting
March			
Monday, March 11	4:00 PM	District Office	Finance
Monday, March 11	5:00 PM	District Office	Work Session
Monday, March 11	6:30 PM	District Office	Stakeholder Comments to the Board
Monday, March 11	7:00 PM	District Office	Superintendent/Exec
Monday, March 11	4:00 PM	City Hall	Policy
Monday, March 25	5:00 PM	City Hall	Work Session
Monday, March 25	6:00 PM	City Hall	Business Meeting
Monday, March 25	After business mtg.	City Hall	Legislative?
April			
Monday, April 8	4:00 PM	District Office	Finance Committee
Monday, April 8	5:00 PM	District Office	Work Session
Monday, April 8	6:30 PM	District Office	Stakeholder Comments to the Board
Monday, April 8	7:00 PM	District Office	Superintendent/Exec Committee
Monday, April 22	4:00 PM	City Hall	Policy Committee
Monday, April 22	5:00 PM	City Hall	Work Session
Monday, April 22	6:00 PM	City Hall	Business Meeting
Monday, April 22	After business mtg.	City Hall	Legislative?
May			
Monday, May 13	4:00 PM	District Office	Finance Committee
Monday, May 13	5:00 PM	District Office	Work Session
Monday, May 13	6:30 PM	District Office	Stakeholder Comments to the Board
Monday, May 13	7:00 PM	District Office	Superintendent/Exec Committee
Monday, May 27	4:00 PM	City Hall	Policy Committee
Monday, May 27	5:00 PM	City Hall	Work Session
Monday, May 27	6:00 PM	City Hall	Business Meeting
Monday, May 27	After business mtg.	City Hall	Legislative?



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: February 12, 2024

Place on Agenda: Committee-of-the-Whole

Action Requested: None. Discussion Only

Attachments: 2023 Student School Board Representative Application Process

Topic: Student School Board Representatives
Presenter(s): John Raasch, Board Chair
<p>Background:</p> <p>As a part of their work, the South St. Paul School Board made it a priority to increase opportunities to include stakeholder voices in their work. As a part of this priority, the School Board welcomed their first student school board representatives to the table in the fall of 2023.</p> <p>Over the past academic year, the inclusion of student representatives has brought unique perspectives, provided insight into the student experience, and fostered a stronger connection between the Board and the student body. As we continue to learn and grow, it is important for the Board to continue finding ways to utilize and actively engage our student representatives' participation to enrich the discussions and contribute to a more inclusive and student-centric approach.</p> <p>To ensure the success of this initiative, it is crucial for the Board to reflect on the effectiveness of the current Student School Board representative structure and make necessary adjustments prior to the 2024-25 application process this spring. On Monday evening the Board members and student board representatives will identify successes and challenges that have arisen during the past year as well as explore areas of improvement for the 2024-25 Student School Board representative process. Attached is the 2023 application process for the Board to review in preparation for Monday's discussion.</p>
<p>Recommendation:</p> <p>None at this time.</p>

APPLY NOW!



STUDENT SCHOOL BOARD REPRESENTATIVE

Application deadline 11:59 pm May 5



One of the most important voices is that of our SSP students. Through this exciting leadership learning opportunity, a student school board representative will be selected to serve as the critical voice between our student body and the SSPPS School Board.

RESPONSIBILITIES



Provide input and share student perspectives



Attend all regular board and committee-of-the-whole meetings during the school year.

www.sspps.org/about-us/school-board/meetings



Report on student activities, topics, and insights.



SCAN HERE FOR MORE INFORMATION

or visit: www.sspps.org/about/school-board/members/student-representative



STUDENT SCHOOL BOARD REPRESENTATIVE

Application Process and Roles/Responsibilities

Purpose

As a part of its strategic vision, the South St. Paul School Board has made it a priority to increase opportunities to include stakeholder voices in their work. One of the most important voices is that of our South St. Paul Public Schools students. Through this opportunity, Student Board Representatives will serve as the liaison between the School Board and our students. They will work closely with the South St. Paul School Board to provide input and share their student perspectives.

Qualifications

- Must be a junior or senior at South St. Paul Secondary or the SSP Community Learning Center that is enrolled for the upcoming school year.
- The student representative will have an interest in the work of the School Board and South St. Paul School District.

Expectations

- The student representatives will serve as the liaison between the South St. Paul School Board and the students of South St. Paul Public Schools, Special School District 6.
- Will adhere to the same rules and procedures as other School Board members, including but not limited to confidentiality agreements.
- Dress for business casual.
- Participate in discussions at committee and board meetings.
- Maintain personal standards of behavior appropriate to participation in student activities.
- Be in good academic standing equivalent for participation in athletics or other school activities and maintain good academic standing throughout their term.
- Provide a report to the board at each meeting that provides student activities, topics and insights to share with the board.
- May be asked to do unique research and prepare a presentation to the Board.
- Participate in quarterly check-in meetings throughout the school year with the Superintendent and/or School Board designee.

Attendance

- Attend all regular board and committee-of-the-whole meetings, which occur while school is in session. Committee-of-the-whole and regular business meetings are typically held on the second and fourth Monday of each month beginning at 5:00 PM and generally concluding by 8:00 PM. Meetings held during the summer or school breaks are not required but encouraged.
- Attend special meetings or study sessions as requested.
- Students will not attend closed sessions.

Voting Rights

- The student representative will serve as an ex-officio member of the South St. Paul School Board, thus not have official voting rights. However, the student board representative may participate in all discussion before the official vote by the Board.

Application Submission – No later than 11:59 PM on Friday, May 5, 2023

An open application process will be held for a one-year term on the School Board beginning the following school year. Student Board representatives serving in their junior year of high school may apply to serve a second term for their senior year.

1. Submit an electronic copy of the [Student School Board Representative Application](#)
2. Submit the following to Joleen Macioch at SSP Secondary, Nancey Quinn at the CLC or email to lbrandecker@sspps.org:
 - a. A signed Parent/Guardian Authorization form
 - b. A letter of reference from a SSPPS teacher, activity advisor or athletic coach

Application Deadline

Application and application components listed above must be completed and submitted **no later than 11:59 PM on Friday, May 5, 2023.**

Selection Process

Applicants will be contacted by Friday, May 12 to select an interview time for the week of May 15. Applicants will be interviewed by the SSP High School Principal, Superintendent of Schools, and one School Board member. Selection of one student representative and one alternate will be completed by mid-May so the students may meet with the School Board prior to the end of the school year.

Questions

Please contact Lisa Brandecker, at lbrandecker@sspps.org or (651) 457-9465 with any questions.



Minnesota's First K-12 IB World Schools District

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Fax: (651) 457 - 9485

www.sspps.org

STUDENT SCHOOL BOARD REPRESENTATIVE PARENT/GUARDIAN CONSENT

The undersigned parent/guardian of _____, states as follows:
(*student name*)

My student has my consent to file the foregoing application and to serve, if appointed, as the nonvoting student member of the South St. Paul School Board for the 2023-24 school year. I make this consent based on my assessment of my child's interest in serving on the board and their ability to participate in board activities without harmful effect to their academic achievement. I understand that I may withdraw my consent, in writing, at any time that I determine that membership on the School Board is contrary to my child's best interests.

Parent/Guardian Signature

Date

Printed Name of Parent/Guardian

Phone Number AND Email of Parent/Guardian





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