



South St. Paul School Board Meeting
Monday, February 26, 2024 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	
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	B. Committee-of-the-Whole and Regular Meeting Minutes, February 22, 2024	5
	C. Board Work Session Minutes, January 17, 2024	9
III.	QUALITY-IN-ACTION and REPORTS	
	A. Quality-in-Action: Congratulations to SSP Wrestling Coach Don Nihart on achieving the impressive milestone of 350 wins as a coach for SSP wrestling.	
	Congratulations to the SSP Varsity Girls Hockey Program and their one and only coach, Dave Palmquist, on reaching an amazing milestone of 600 wins!	
	B. Quality-in-Action: Middle School Principal Leah Bourg and students will present some fun and exciting work happening in school so far this year:	
	• 6th graders: Story Ark and Swimming Unit	
	• 7th graders: Staff vs. Student Basketball Game	
	• 8th graders: Digital Storytelling	
	C.	
	D. Report: Chair John Raasch will highlight the Public Listening Session submissions. (J. Raasch)	10
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V. POLICY REVIEW

VI. BUSINESS ITEMS

A. Approval, for the South St. Paul School Board to accept the American Indian Parent Advisory Committee's (AIPAC's) vote of non-concurrence. (L. Gámez)	24
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B. Approval, for the South St. Paul School Board to approve the 2024-25 School Calendar (A. Winter)	33
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C. Approval, for the South St. Paul School Board to approve the District Holidays. (J. Milteer)	37
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D. Approval, for the South St. Paul School Board to approve the Revised 2024 School Board Meeting Schedule. (J. Raasch)	39
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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. ADJOURNMENT

South St. Paul
Public Schools



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Monday, February 26, 2024 6:00 PM
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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, February 26, 2024

B. Committee-of-the-Whole and Regular Meeting Minutes, February 22, 2024

C. Board Work Session Minutes, January 17, 2024

III. QUALITY-IN-ACTION and REPORTS

A. **Quality-in-Action:** Middle School Principal Leah Bourg and students will present some fun and exciting work happening in school so far this year:

- 6th graders: Story Ark and Swimming Unit
- 7th graders: Staff vs. Student Basketball Game
- 8th graders: Digital Storytelling

B. **Report:** Chair John Raasch will highlight the Public Listening Session submissions. (J. Raasch)

C. **Report:** School Board members will highlight items from the committee-of-the-whole meeting. (Board)

D. **Report:** Superintendent Zambreno will provide highlights from around the District. (B. Zambreno)

IV. CONSENT ITEMS

A. Financial Claims: Bills Payable

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

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VI. BUSINESS ITEMS

A. Approval, for the South St. Paul School Board to accept the American Indian Parent Advisory Committee's (AIPAC's) vote of non-concurrence. (L. Gámez)

B. Approval, for the South St. Paul School Board to approve the 2024-25 School Calendar (A. Winter)

C. Approval, for the South St. Paul School Board to approve the District Holidays. (J. Milteer)

D. Approval, for the South St. Paul School Board to approve the Revised 2024 School Board Meeting Schedule. (J. Raasch)

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. CLOSED SESSION

A. Closed Session per the Open Meeting Law (Minn. Stat. § 13D.03) for principal negotiations. (J. Milteer/B. Hoffman)

B. Adjourn the Closed Session

IX. ADJOURNMENT



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

FEBRUARY 12, 2024

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, February 12, 2024. Chair John Raasch called the meeting to order at 6:00 PM with seven Board members present for roll call: Humann, Claflin, T. Felton, W. Felton, Laliberte, Raasch, and Weber. Superintendent Dr. Brian Zambreno and several staff and community members were also present.

APPROVAL OF AGENDA AND MINUTES

By Director Humann

Seconded by Director W. Felton

That the South St. Paul School Board approves the February 12, 2024, School Board meeting agenda and the minutes of the January 22, 2024, committee-of-the-whole and regular business meetings.

Motion carried (7-0)

QUALITY-IN- ACTION and REPORTS

Quality-in-Action - Student Services Director Dr. Candace Burckhardt along with Joel Sundstrom a School Psychology Specialist Student with the University of Minnesota shared insight and highlights on how the School-Based Mental Health Services through Project Aware is making an impact at South St. Paul Public Schools. Project Aware is a U.S. Department of Education Mental Health Service Professional Grant Program that aims to build capacity by addressing school psychologist shortages and develop systems that are better equipped to support student mental health through a multi-tiered system of support (MTSS).

Public Listening Session Report – Chair John Raasch highlighted the Public Listening Session submissions. none

Committee-of-the-Whole Report – Vice Chair Claflin highlighted items from the committee-of-the-whole meeting.

Superintendent Report – Superintendent Zambreno provided highlights from around the District.

CONSENT ITEMS

By Director Laliberte

Seconded by Director Weber

A. Financial Claims: Bills Payable

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

Motion carried (7-0)

POLICY ITEMS

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

February 12, 2024

Chair John Raasch called the February 12, 2024, committee-of-the-whole meeting to order at 5:00 PM with seven Board members present: Claflin, T. Felton, W. Felton, Humann, Laliberte, Weber and Raasch. Superintendent Zambreno, Student Board Representative Renata as well as several staff members were also present.

Equity

Assistant Director of Educational Services Lesly Gámez and American Indian Cultural Liaison Courtney Renville Soto shared updates and information on the development of the American Indian Education program here in South St. Paul Public Schools (SSPPS) and the upcoming concurrence/non-concurrence vote by the American Indian Parent Advisory Committee (AIPAC). The AIPAC serves as an advisory role to the district to ensure that American Indian students are receiving culturally relevant and equitable educational opportunities. While SSPPS has made strides in this work, communication from the AIAPC suggests there is room for improvement.

Prior to March 1 of each year, the AIPAC, per MN Statute 124D.78, must meet to discuss whether they concur with the educational offerings that have been extended by the district to American Indian students. If the AIPAC finds that the district and/or school board have been meeting the needs of American Indian students, they issue a vote and resolution of concurrence. If they find that the district and/or school board have not been meeting the needs of American Indian students, they issue a vote and resolution of nonconcurrence. The AIPAC will present their concurrent/nonconcurrence vote at the February 26 School Board meeting.

School Board Meeting Structure Review

The Board revisited the discussions from the committee-of-the-whole meeting on January 22, where they extensively explored the current meeting structure. The focus was on identifying potential adjustments that would provide additional time for comprehensive review and discussion. Board members engaged in a detailed conversation regarding possible shifts in the meeting structure. Points raised included: exploring opportunities for extended review of agenda items, allocating dedicated time for in-depth discussions on critical topics, considering adjustments to the frequency and duration of meetings to enhance effectiveness. The Board concluded the discussion by agreeing to formally approve a revised meeting calendar at their next meeting on February 26. This calendar will incorporate the proposed changes discussed during today's meeting.

Student School Board Representative

The School Board welcomed their first student school board representatives to the table in the fall of 2023. 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.

At the meeting this evening, the Board acknowledged the importance of continuing to actively engage student representatives in Board discussions to ensure a more inclusive and student-centric approach. The commitment to learning and growing together was emphasized, with an understanding that ongoing efforts are needed to maximize the benefits of this initiative.

Board members and student representatives engaged in a collaborative discussion to identify successes and challenges encountered during the past year. The focus was on evaluating the effectiveness of the current Student School Board representative structure and exploring potential areas for improvement.

The committee-of-the-whole meeting adjourned at 5:50 PM.

Respectfully submitted by:

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

School Board Work Session Minutes
January 17, 2024

Chair John Raasch called the January 17, 2024, Board Work Session to order at 5:00 PM with seven Board members present: Claflin, T. Felton, W. Felton, Humann, Laliberte, Weber and Raasch. Superintendent Zambreno and Lisa Brandecker, Manager of Administrative Services and Communications were also present.

Board Governance Training

Christine Wroblewski, representing TeamWorks International, conducted comprehensive Governance versus Management training for the South St. Paul School Board. This training not only equipped board members with essential tools for effective governance but also incorporated practical scenarios to enhance their ability to navigate diverse situations. The session aimed to empower School Board members with valuable insights and resources to excel in their governance responsibilities.

Board Meeting Structure

Board members actively participated in collaborative dialogue aimed at evaluating the effectiveness and efficiency of the existing board meeting structure. To facilitate a comprehensive assessment, each attendee initially worked independently, followed by discussions in two small groups. Subsequently, participants shared insights on the successes and challenges associated with the current meeting format. This constructive conversation is slated to continue in forthcoming committee-of-the-whole meetings, with the overarching objective of reaching a consensus on a meeting structure that not only meets the needs of the board but is also optimized for effectiveness and efficiency in carrying out their work.

The Board Work Session was adjourned at 7:11 PM

Respectfully submitted by:

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



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

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 – 3rd 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

Place on Agenda: Reports

Action Requested: None

Attachment: None

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



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Place on Agenda: Reports

Action Requested: None

Attachment: None

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



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: February 26, 2024

Place on Agenda: Consent Items

Action Requested: Approval

Attachment: Financials – Bills Payable

Topic: Financials – Bills Payable
Presenter(s): Chair
Background: 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.
Recommendation: Administration recommends the approval of the attached financial statement.
Alternatives: N/A

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NUMBER	TYP	AMOUNT	DATE	VENDOR
204427	V	-52.00	02/21/2024	SIMMONS, ELONZO
204612	V	-104.00	02/21/2024	SIMMONS, ELONZO
204951	R	426.36	02/15/2024	CHILD SUPPORT SERVICES DIVISION
204952	R	438.50	02/15/2024	LOCAL #70
204953	R	1,546.40	02/15/2024	MINNESOTA CHILD SUPPORT PAYMENT CENTER
204954	R	166.50	02/15/2024	OFFICE AND PROF EMPLOYEES UNION
204955	R	12,863.93	02/15/2024	SOUTH ST PAUL TEACHER'S ASSOCIATION
204956	R	5.00	02/15/2024	SOUTH ST PAUL OPEN FOUNDATION
204957	R	60.00	02/15/2024	SOUTH ST PAUL EDUCATION FOUNDATION
204958	R	914.45	02/15/2024	SSP EASRP
204959	R	1,780.71	02/15/2024	ALLSTREAM
204960	R	290.00	02/15/2024	ALLSTREAM
204961	R	1,118.07	02/15/2024	AMAZON CAPITAL SERVICES
204962	R	750.00	02/15/2024	BACKUPIFY
204963	R	6,664.56	02/15/2024	BEVSO
204964	R	1,472.80	02/15/2024	BIX PRODUCE COMPANY
204965	R	2,071.61	02/15/2024	BLICK ART MATERIALS
204966	R	95.00	02/15/2024	BREAKDOWN SPORTS USA
204967	R	635.38	02/15/2024	CATALYST SOURCING SOLUTIONS
204968	R	532.08	02/15/2024	CINTAS
204969	R	3,697.63	02/15/2024	CINTAS
204970	R	2.78	02/15/2024	CLASSEN, GLORIA
204971	R	267.50	02/15/2024	COMPUTER INTEGRATION TECHNOLOGIES
204972	R	704.00	02/15/2024	CONQUER NINJA GYMS
204973	R	750.00	02/15/2024	CONVERGINT TECHNOLOGIES LLC
204974	R	442.02	02/15/2024	CUMMINS INC
204975	R	82.02	02/15/2024	CUSHMAN MOTOR COMPANY
204976	R	1,635.98	02/15/2024	DAKOTA COUNTY FINANCE
204977	R	277.93	02/15/2024	DAKOTA SUPPLY GROUP
204978	R	2,243.00	02/15/2024	DAKOTA UNLIMITED
204979	R	253.91	02/15/2024	DECKER TAPE PRODUCTS
204980	R	3,782.65	02/15/2024	HASTINGS BUS COMPANY
204981	R	560.00	02/15/2024	HOFFMANN, LINDA
204982	R	135.00	02/15/2024	INFINITE HEALTH COLLABORATIVE
204983	R	22,879.52	02/15/2024	INTERMEDIATE DISTRICT #917
204984	R	40.27	02/15/2024	LEMAY, MONICA
204985	R	2,386.64	02/15/2024	MACKIN EDUCATIONAL RESOURCES
204986	R	220.00	02/15/2024	MAHTOMEDI BAND ACTIVITY ACCOUNT
204987	R	256.41	02/15/2024	MAWSECO #938
204988	R	49.00	02/15/2024	MCEA EXECUTIVE OFFICE
204989	R	388.64	02/15/2024	MCMASTER-CARR SUPPLY COMPANY
204990	R	1,274.00	02/15/2024	MEDICINE LAKE TOURS
204991	R	441.62	02/15/2024	MENARDS
204992	R	2,880.00	02/15/2024	MERIDIAN CONSULTING/DAVID SLOMKOWSKI
204993	R	1,163.00	02/15/2024	MESPA
204994	R	700.00	02/15/2024	METRO DINING CLUB
204995	R	42.18	02/15/2024	MINNESOTA LOCKS
204996	R	792.08	02/15/2024	MUSKEGON HEIGHTS SOLAR LLC
204997	R	48.00	02/15/2024	NCPERS GROUP LIFE INS
204998	R	1,522.26	02/15/2024	NETWORK SERVICES COMPANY
204999	R	6,280.62	02/15/2024	NITTI SANITATION
205000	R	33,808.32	02/15/2024	NORTHLINE TRANSPORTATION
205001	R	200.00	02/15/2024	OSAKIS HIGH SCHOOL ISD 213
205002	R	250.00	02/15/2024	OVERELL, STEPHANIE
205003	R	130,000.00	02/15/2024	REGENTS OF THE UNIVERSITY OF MINNESOTA
205004	R	3,297.00	02/15/2024	RYAN COMPANY, INC

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NUMBER	TYP	AMOUNT	DATE	VENDOR
205005	R	107,734.77	02/15/2024	SAFEWAY BUS COMPANY
205006	R	46,147.98	02/15/2024	SHI INTERNATIONAL CORP
205007	R	3,826.00	02/15/2024	SQUIRES WALDSPURGER & MACE PA
205008	R	293.42	02/15/2024	ST PAUL INDOOR TENNIS CLUB
205009	R	58,768.50	02/15/2024	TEACHERS ON CALL
205010	R	4,303.22	02/15/2024	TEAMWORKS INTERNATIONAL INC
205011	R	970.62	02/15/2024	TRAFERA HOLDINGS LLC
205012	R	2,750.00	02/15/2024	US BANK STADIUM
205013	R	2,900.00	02/15/2024	WISE, LEE ANN
205014	R	21,937.89	02/15/2024	XCEL ENERGY
205015	R	468.00	02/22/2024	ADVANTAGE EDUCATIONAL PROGRAMS
205016	R	3,487.22	02/22/2024	AMAZON CAPITAL SERVICES
205017	R	84.00	02/22/2024	ANDERSON, KEVVAN
205018	R	4,448.46	02/22/2024	ARVIG
205019	R	97.00	02/22/2024	BELL, DANIEL
205020	R	103.00	02/22/2024	BELL, ROYCE
205021	R	8,245.38	02/22/2024	BEVSO
205022	R	3,270.86	02/22/2024	BIMBO BAKERIES USA
205023	R	2,674.30	02/22/2024	BIX PRODUCE COMPANY
205024	R	84.00	02/22/2024	BOLAND, WILLIAM
205025	R	95.00	02/22/2024	BREAKDOWN SPORTS USA
205026	R	735.00	02/22/2024	BRIDGEPOINT GLASS
205027	R	188.00	02/22/2024	BUCHINO, JAMES
205028	R	832.00	02/22/2024	BUILDING CONTROLS GROUP
205029	R	160.00	02/22/2024	BURKE, JAKE
205030	R	49.00	02/22/2024	CANNON FALLS HIGH SCHOOL
205031	R	103.00	02/22/2024	CARLSON, JEREMY
205032	R	187.00	02/22/2024	CARLSON, KEATON
205033	R	1,416.57	02/22/2024	CARPER, ROBERT
205034	R	66.00	02/22/2024	CHRISTENSEN, DANE
205035	R	113.79	02/22/2024	CINTAS
205036	R	130.00	02/22/2024	CITICARGO & STORAGE
205037	R	1,383.98	02/22/2024	CITY OF SOUTH ST PAUL - UTILITIES
205038	R	34,692.55	02/22/2024	CITY OF SOUTH ST PAUL
205039	R	98.00	02/22/2024	COOGAN-BURKE, MARY
205040	R	60.00	02/22/2024	CORSELLO, ANNA
205041	R	103.00	02/22/2024	COURTNEY, MICHAEL
205042	R	144.71	02/22/2024	CUSTOM TRUCK ONE SOURCE
205043	R	105.03	02/22/2024	DAKOTA CTY ENVIRONMENTAL RESOURCES DEPT
205044	R	177.00	02/22/2024	DOMIN, KYLE
205045	R	415.17	02/22/2024	EDUCATORS BENEFIT CONSULTANTS LLC
205046	R	103.00	02/22/2024	EDWARDS, JAMES
205047	R	79.00	02/22/2024	ELLERD, JEFFREY
205048	R	265.00	02/22/2024	FARMINGTON PUBLIC SCHOOLS
205049	R	1,390.00	02/22/2024	FRONTLINE TECHNOLOGIES GROUP LLC
205050	R	103.00	02/22/2024	GELMO, IBSAA
205051	R	150.00	02/22/2024	GILSON, RYAN
205052	R	1,500.00	02/22/2024	GIPPER MEDIA INC
205053	R	84.00	02/22/2024	GUERIN, KERRY
205054	R	60.00	02/22/2024	GUTZMAN, DEB
205055	R	150.00	02/22/2024	HEAVEN ON EARTH HEALING
205056	R	648.49	02/22/2024	HI-TECH REFRIGERATION
205057	R	1,872.21	02/22/2024	HORIZON COMMERCIAL POOL SUPPLY
205058	R	280.00	02/22/2024	HUSSEIN, HAFIT
205059	R	369.05	02/22/2024	INNOVATIVE OFFICE SOLUTIONS LLC
205060	R	11,482.62	02/22/2024	INTERMEDIATE DISTRICT #917

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NUMBER	TYP	AMOUNT	DATE	VENDOR
205061	R	143.12	02/22/2024	INVER GROVE FORD
205062	R	50.00	02/22/2024	JAKACKI, DOUG
205063	R	2,000.00	02/22/2024	KEEBLE, DEDRIA
205064	R	79.00	02/22/2024	KNIGHT, MARTY
205065	R	177.00	02/22/2024	KOEMPTGEN, CODY
205066	R	66.00	02/22/2024	KOLTES, GREGORY
205067	R	34.88	02/22/2024	KUEHN, KIMBERLY
205068	R	55.02	02/22/2024	KURITA AMERICA INC
205069	R	120.00	02/22/2024	LALIBERTE, DAMON
205070	R	66.00	02/22/2024	LARSON, RYAN
205071	R	130.00	02/22/2024	LEITCH, SEAN
205072	R	765.00	02/22/2024	LESSON PIX, INC
205073	R	196.75	02/22/2024	LINK INTERPRET
205074	R	150.00	02/22/2024	LINZMEIER, STEVEN
205075	R	120.00	02/22/2024	LIVINGSTON, TYLER
205076	R	168.00	02/22/2024	LUDWIG, GAVIN
205077	R	1,151.46	02/22/2024	MACKIN EDUCATIONAL RESOURCES
205078	R	98.00	02/22/2024	MALO, AMANDA
205079	R	1,335.96	02/22/2024	MARK'S PLUMBING PARTS
205080	R	84.00	02/22/2024	MAUER, BRIAN
205081	R	97.00	02/22/2024	MCKINLAY, SHANE
205082	R	24.13	02/22/2024	MCMASTER-CARR SUPPLY COMPANY
205083	R	2,136.00	02/22/2024	MEDICINE LAKE TOURS
205084	R	84.00	02/22/2024	MENTH, MICHAEL
205085	R	2,960.00	02/22/2024	MERIDIAN CONSULTING/DAVID SLOMKOWSKI
205086	R	84.00	02/22/2024	MESA, ALFREDO
205087	R	640.75	02/22/2024	MIDWEST MACHINERY CO
205088	R	12,750.00	02/22/2024	MIDWEST EDUCATIONAL CONSULTANTS INC
205089	R	11.20	02/22/2024	MINNESOTA LOCKS
205090	R	170.00	02/22/2024	MINNESOTA SWIM COACHES ASSOCIATION
205091	R	1,740.00	02/22/2024	MMKR & CO
205092	R	395.00	02/22/2024	MN INTERSCHOLASTIC ACTIVITIES ADMIN ASSO
205093	R	455.00	02/22/2024	MN SCHOOL BOARDS ASSOCIATION
205094	R	21.00	02/22/2024	MOUNDS PARK ACADEMY
205095	R	28.00	02/22/2024	MOUNDS VIEW PUBLIC SCHOOLS
205096	R	357.00	02/22/2024	MRI SOFTWARE LLC
205097	R	975.30	02/22/2024	MUSKEGON HEIGHTS SOLAR LLC
205098	R	350.00	02/22/2024	NCS PEARSON EDUCATION
205099	R	761.81	02/22/2024	NELCO
205100	R	11,860.12	02/22/2024	NETWORK SERVICES COMPANY
205101	R	177.00	02/22/2024	NEUBECK, TRAVIS
205102	R	396.00	02/22/2024	NEW WAY HYPNOSIS CLINIC INC
205103	R	103.00	02/22/2024	NIKOLIC, CONNOR
205104	R	6,280.62	02/22/2024	NITTI SANITATION
205105	R	120.00	02/22/2024	NOVAK, JANICE
205106	R	97.00	02/22/2024	OLSON, DANIEL
205107	R	76.40	02/22/2024	OSI BATTERIES
205108	R	84.00	02/22/2024	OSMAN, BADASO
205109	R	94.66	02/22/2024	OXYGEN SERVICE CO INC
205110	R	84.00	02/22/2024	PELLETIER, DAN
205111	R	188.00	02/22/2024	PETERSON, JAMES
205112	R	1,131.00	02/22/2024	PETERSON BROS. ROOFING & CONSTRUCTION
205113	R	26.95	02/22/2024	PIEKARSKI, DIAN
205114	R	471.91	02/22/2024	PLUNKETT'S PEST CONTROL
205115	R	8,922.00	02/22/2024	PROCARE THERAPY
205116	R	66.00	02/22/2024	RAMIERZ, EDWARD

CHECK CHE		CHECK		
NUMBER	TYP	AMOUNT	DATE	VENDOR
205117	R	24.50	02/22/2024	RINALDI, LINDA
205118	R	84.00	02/22/2024	RODRIGUEZ, ANTHONY
205119	R	160.00	02/22/2024	ROGERS, CHRISTOPHER
205120	R	741.76	02/22/2024	SAM'S CLUB
205121	R	98.00	02/22/2024	SAMUELSON, SUSAN
205122	R	200.00	02/22/2024	SCHNEIDER, NANCY
205123	R	66.00	02/22/2024	SCHNEIDER, STEVE
205124	R	1,824.42	02/22/2024	SCHOLASTIC BOOK FAIRS
205125	R	836.20	02/22/2024	SCHOOL SPECIALTY LLC
205126	R	550.00	02/22/2024	SCIENCE MUSEUM OF MINNESOTA
205127	R	122.28	02/22/2024	SHERWIN WILLIAMS CO
205128	R	156.00	02/22/2024	SIMMONS, ELONZO
205129	R	160.00	02/22/2024	SKWIRA, PETER
205130	R	97.00	02/22/2024	SLEEMAN, BRAD
205131	R	29,325.06	02/22/2024	SOLIANT HEALTH
205132	R	162.00	02/22/2024	SOUTH SUBURBAN RENTAL
205133	R	95.00	02/22/2024	SPEECHWIRE TOURNAMENT SERVICES
205134	R	100.00	02/22/2024	STATE OF MN DEPT OF PUBLIC SAFETY
205135	R	100.61	02/22/2024	STATE SUPPLY COMPANY INC
205136	R	37,502.05	02/22/2024	SUNBELT STAFFING
205137	R	1,740.00	02/22/2024	T-MOBILE
205138	R	103.00	02/22/2024	TAYLOR, ANTONIO
205139	R	1,678.58	02/22/2024	TEAMWORKS INTERNATIONAL INC
205140	R	810.00	02/22/2024	TOAY, GRETCHEN
205141	R	500.00	02/22/2024	TOTAL ENTERTAINMENT/KIDSDANCE
205142	R	180.00	02/22/2024	TRW
205143	R	1,823.44	02/22/2024	TWIN CITY JANITOR SUPPLY INC
205144	R	56.00	02/22/2024	TWO RIVERS HS ACTIVITIES
205145	R	500.00	02/22/2024	UNITED CHARITABLE
205146	R	85,071.50	02/22/2024	UPPER LAKES FOODS
205147	R	1,625.00	02/22/2024	VITAMINK12, LLC
205148	R	594.00	02/22/2024	VOSS LIGHTING
205149	R	160.00	02/22/2024	WOLTERS, JOSEPH
205150	R	97.00	02/22/2024	WOLTERS, MICHAEL
205151	R	21,834.78	02/22/2024	XCEL ENERGY
202300385	W	57,687.60	02/15/2024	MINNESOTA PAYROLL TAXES
202300386	W	341,599.21	02/15/2024	FEDERAL PAYROLL TAXES
202300387	W	752.71	02/15/2024	MN DEPT OF REVENUE
202300388	W	44,054.04	02/15/2024	PERA
202300389	W	69,923.44	02/15/2024	TSA/ACH DEDUCTION
202300390	W	195,607.90	02/15/2024	TEACHER RETIREMENT ASSOCIATION
202300391	W	0.00	02/15/2024	MINNESOTA PAYROLL TAXES
202300392	W	0.00	02/15/2024	FEDERAL PAYROLL TAXES
232400379	A	38.96	02/16/2024	BRETOI, TERRENCE
232400380	A	358.66	02/16/2024	CHILDS, DANETTE
232400381	A	205.42	02/16/2024	HOLSEN, ERIC
232400382	A	11.40	02/16/2024	SWENSON, SHANNON

1,548,441.68 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	688,831.24	130.00	656,096.37	1,345,057.61
02	FOOD SERVICE	9,551.16	0.00	114,035.86	123,587.02
04	COMMUNITY EDUCATION	27,595.03	0.00	9,560.65	37,155.68
05	CAPITAL	796.46	0.00	35,929.65	36,726.11
50	ACTIVITY ACCOUNT	5,915.26	0.00	0.00	5,915.26
***	Fund Summary Totals ***	732,689.15	130.00	815,622.53	1,548,441.68

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

CHECKRUNS

<u>FUND</u>	<u>DESCRIPTION</u>	<u>February 9, 2024 - February 22, 2024</u>
1	GENERAL	\$1,345,057.61
2	FOOD SERVICE	\$123,587.02
4	COMMUNITY EDUCATION	\$37,155.68
5	CAPITAL	\$36,726.11
7	DEBT SERVICE	\$0.00
20	INTERNAL SERVICE	\$0.00
50	ACTIVITY ACCOUNTS	\$5,915.26
	TOTAL	<u>\$1,548,441.68</u>

PAYROLL

02/15/24

Payroll Direct Deposit	900099280-900099837	\$1,013,961.22
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SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: February 26, 2024

Place on Agenda: Consent Items

Action Requested: Approval

Attachment: Staffing

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

2-26-24

Certified

A. Appointments/Reassignments

1. Rachel Smith – ABE Substitute, \$29.34 per hour, effective March 11, 2024 through June 27, 2024.
2. Morgan Douglas – 1.0 Occupational Therapist, District-wide, PHD/Specialist, Step 2, effective March 11, 2024

2023-24 Teacher Mentor (\$754 Stipend)

Christopher Bauleke
 Deborah Borrell
Steve Casperson
 Andrew Cin-Walker
 Jane Cornell
 Heather Emery
 Jody Jaakola
 Allison Jensen
 Shelly Moland

ATHLETICS 2023-24

Golf Boys Head Coach	Palmquist, David	\$3,739.00
Golf Girls Head Coach	Palmquist, Josh	\$3,739.00
Softball Head Coach	Binder, Allison	\$5,177.00
Softball Varsity Asst & JV Coach	Grefe, Tyne	\$3,668.00
Softball Varsity & Soph. Coach	Brandner, Dwain**	\$3,668.00
Softball Freshman Coach	Macioch Abby**	\$2,821.00
Tennis Boys Head Coach (50%)	Riesselman, Nina	\$2,075.00
Tennis Boys Asst. Coach (50%)	Riesselman, Nina	\$1,269.00
Tennis Boys Head Coach (50%)	Rock, Jesse	\$2,075.00
Tennis Boys Asst. Coach (50%)	Rock, Jesse	\$1,269.00
Tennis Boys Volunteer Coach	Gustilo, Chris	Volunteer
Track Boys Head Coach	Spreigl, Manuel	\$6,326.00
Track Boys Varsity Asst Coach	Chris Bakken	\$4,231.00
Track Boys Varsity Asst Coach	Meghan Schultz	\$4,231.00
Track Girls Head Coach	Hart, Tom	\$6,326.00
Track Girls Varsity Asst Coach	Pat Bookler**	\$4,231.00
Track Girls Varsity Asst Coach	Jillian Hart**	\$4,231.00
Track M.S. Coach, Boys & Girls	Teresa Tonda	\$2,237.00
Track M.S. Coach, Boys & Girls	Larry Britton	\$2,237.00
Track M.S. Coach, Boys & Girls	Mike Kvalheim	\$2,237.00
Track – Add. Booster Paid Coach	Bjorklund, Randy**	\$3,000.00

ACTIVITIES 2023-24

Lincoln - Elementary Vocal (Rescind)	Mast, Samuel	
Lincoln - Elementary Vocal	Kadlec, Madeline	\$1,192.00
American Indian Affinity Advisor	Luis Favila Renville*	\$1,840.90

B. Resignations/Retirements/Leaves/Reductions/Other

1. Alison Terrell – Leave of Absence, Dean of Students, High School, effective February 27, **2024** through March 23, 2024
2. Daniel Hodge – Leave of Absence MTSS Specialist/School Psychologist, Middle School, effective March 1, 2024 through March 21, 2024
3. Kori McKibben – Leave of Absence, ABE Teacher, March 14, 2024 through June 27, 2024.
4. Desiree Demmings – Leave of Absence, 1.0 Language Arts Teacher, High School, 2024-2025 School Year
5. Sydney Jacobson – Leave of Absence, 1.0 Occupational Therapist, District-Wide, 2024-2025 School Year
6. Allison Jenson – Leave of Absence, 1.0 Special Education Teacher, Lincoln Center, 2024-2025 School Year
7. Jesse Moen – Leave of Absence, 1.0 FTE Elementary Teacher, Lincoln Center, 2024-2025 School Year
8. **Isaac Douglas – Termination, 1.0 FTE Math Teacher, Middle School, effective February 23, 2024**

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

2-26-24

Classified

A. Appointments/Reassignments

1. Blia Vang Her - Human Resources Specialist, District Office, effective March 4, 2024
2. Tammye Cleveland – PT Cleaner, Lincoln Center, \$18.21 per hour, 20 hours per week, effective date to be determined.
3. Sumaya Ugas – Student/Security Monitor, Secondary, \$18.96 per hour, 32.5 hours per week, effective date to be determined.

B. Resignations/Retirements/Leaves/Reductions/Other

1. Erika Cossio-Corria – Resignation, Night Custodian, Kaposia Education Center, effective February 14, 2024
2. Indranauth Armogan – Resignation, PT Cleaner, Secondary Building, effective February 14, 2024
3. Kathryn Pressnall – Resignation, Nutrition Services Assistant, Kaposia Education Center, effective February 23, 2024.
4. Linda Stein – Leave of Absence, Special Education Assistant, Kaposia Education Center,
5. Terrance Bonk – Resignation, PT Cleaner, Secondary Building, effective February 16, 2024
6. Isaac Douglas – **Termination, Educational Assistant, Middle School, effective February 23, 2024**



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, February 26, 2024

Place on Agenda: Regular Meeting

Action Requested: Review, Discussion & Approval

Attachment: NA

Topic: American Indian Parent Advisory Committee Annual Vote of Concurrence

Presenter(s): Lesly Gamez, Asst. Director of Educational Service, Courtney Renville Soto, Native American Cultural Liaison and James Nguyen, American Indian Co-Chair

Background:

The American Indian Parent Advisory Committee’s (AIPAC) vote of concurrence along with contextual information about the SSPPS American Indian Education Program.

At this time, the SSPPS American Indian Parent Advisory Committee has voted a resolution of nonconcurrence in response to the level of service the district provides with the level of needs of the American Indian South St. Paul students. Per Minnesota statute, the district will have 60 days upon receipt of this resolution to respond in writing.

According to MN Statue 124D.78, the school board must annually submit a resolution of concurrence adopted by the American Indian Parent Advisory Committee prior to March 1.

Recommendation:

Board Chair & Superintendent signature indicating receipt of resolution

Alternatives:

N/A

Annual Compliance Overview

[Minnesota Statutes 2023, section 124D.78](#) requires Minnesota districts, charters, and tribal schools with 10 or more American Indian students to have an American Indian Parent Advisory Committee (AIPAC). Specifically, the statute cites that school boards and American Indian schools must provide for the maximum involvement of parents and children enrolled in education programs, programs for elementary and secondary grades, special education programs, and support services.

To be compliant with this statutory requirement, districts, charters, and tribal schools are required to submit annual compliance documents to the Office of American Indian Education (OAIE) by March 1 of each year. Also known as the vote of concurrence or nonconcurrence, annual compliance is a valuable opportunity for American Indian Parent Advisory Committee members to meet and discuss whether or not they concur with the educational offerings that have been extended by the district to American Indian students.

The Vote and Resolution

If the AIPAC finds that the district and/or school board have been meeting the needs of American Indian students, they issue a vote and resolution of concurrence. If they find that the district and/or school board have not been meeting the needs of American Indian students, they issue a vote and resolution of nonconcurrence. This vote is formally reflected on the annual compliance documents. Members of the AIPAC must present the vote and resolution to the school board.

If the vote is one of nonconcurrence, the AIPAC must provide written recommendations for improvement to the school board at the time of the presentation. The school board then has 60 days in which to respond in writing to the AIPAC recommendations. A copy of this written response must be provided to the OAIE.

Completing and Submitting the Documents

The following items are required when submitting annual compliance:

- ✓ The annual compliance/vote of concurrence or nonconcurrence document.
- ✓ The AIPAC resolution document.
- ✓ The AIPAC roster and district employee sign-in sheet (available to download on the OAIE webpage).
- ✓ The American Indian Education Aid Program Plan Review.

All items are fillable PDF forms. When completing, remember to:

- Include the district or school name and identifying number.
- Place a check mark or X next to the applicable vote.
- Include all dates as indicated.
- Add all signatures as required. **Digital signatures are accepted.*
- Use the drop-down menu in the roster to select the appropriate committee member options.

The District or School Does Not Have an AIPAC:

Districts or schools that do not have an AIPAC are still required to complete this paperwork.

- Place a check mark or X next to “Does Not Have an AIPAC”.
- Obtain the signature of the superintendent or charter/tribal school director and the school board chair. The resolution page is not required.

Submission Deadline:

Email all required items **by March 1** to: MDE.AIEA@state.mn.us

Annual Compliance/Vote of Concurrence or Nonconcurrence

District, Charter, or Tribal School Name: South St. Paul Public Schools

The American Indian Parent Advisory Committee Vote

The AIPAC Issued a Vote of Concurrence

Date of Concurrent Vote: _____

Date the AIPAC presented to the school board: February 26, 2024

The AIPAC Issued a Vote of Nonconcurrence

A vote of nonconcurrence requires the AIPAC to provide specific written recommendations for improvement to the school board. The school board is required to respond in writing to each recommendation within 60 days of the recommendations being put forth. The school board must provide this written response to both the AIPAC and to the Office of Indian Education.

Date of Nonconcurrent vote: February 13, 2024

Date the AIPAC presented to the school board: February 26, 2024

Date the written response from the school board is due: April 26, 2024

The District/School Does Not Have an AIPAC

The district has not yet formed an AIPAC, but recognizes the need to do so in order to remain compliant with Minnesota Statutes, section 124D.78. By signing below, the district/school leadership commits to working with the Office of American Indian Education on committee formation.

Required signatures

**Digital signatures are accepted*

School Board Chairperson

Date

Superintendent or Charter/Tribal School Director

Date

AIPAC Chairperson

Date

The American Indian Parent Advisory Committee Resolution

WHEREAS, the school board or district has an AIPAC composed of parents/guardians of American Indian children who are eligible for Indian education programs, American Indian language and culture teachers and paraprofessionals, American Indian teachers, American Indian counselors, American Indian adults enrolled in educational programming, and American Indian representatives from community;

WHEREAS, the school board or district affords the AIPAC the necessary information and the opportunity to effectively express their views concerning all aspects of American Indian education and the educational needs of the American Indian children enrolled in the school(s) and program(s); and,

WHEREAS, the AIPAC is directly involved with and advises the school board and district staff on Indian Education program planning; and,

WHEREAS, the AIPAC develops and submits recommendations to the school board and district staff pertaining to the needs of American Indian students.

THEREFORE BE IT RESOLVED, that the AIPAC concurs that the school board and district are compliant with Minnesota Statutes, section 124D.78, and that the school board and district are meeting the needs of American Indian students.

_____ **We, the American Indian Parent Advisory Committee**, issue a **Vote of Concurrence**. We attest that the school board and/or district are compliant with Minnesota Statutes and that the school board and/or district are meeting the needs of American Indian students; **or**,

X _____ **We, the American Indian Parent Advisory Committee**, issue a **Vote of Nonconcurrence**. We attest that the school board and/or district are not compliant with Minnesota Statutes and that the school board and/or district are not meeting the needs of American Indian students. We have provided written recommendations for improvements to the school board, and we acknowledge that the school board has 60 days from the receipt of these recommendations in which to respond, in writing, to each recommendation.

AIPAC Chairperson Printed Name and Signature

Date

American Indian Education Aid Program Plan Review

This document serves as the foundation for how your district is fulfilling the measurable goals of the program plan, reviewed and approved by the Office of American Indian Education at the Minnesota Department of Education. This document is necessary to submit with your compliance documentation and eligibility for American Indian Education Aid next year.

[Minnesota Statutes 2022, section 124D.81, subdivision 3.](#) **Additional requirements.**

Each district receiving aid under this section must each year conduct a count of American Indian children in the schools of the district; test for achievement; identify the extent of other educational needs of the children to be enrolled in the American Indian education program; and classify the American Indian children by grade, level of educational attainment, age and achievement. Participating schools must maintain records concerning the needs and achievements of American Indian children served.

Directions

This document should be shared with the American Indian Parent Advisory Committee (AIPAC) and district staff that work primarily with American Indian students. Both the AIPAC and district staff will meaningfully and authentically collaborate to complete this document which will be uploaded with your compliance documentation due to the Office of American Indian Education on March 1, 2024. Ultimately, this document is a portion of the Compliance documentation submitted to the Office of American Indian Education as required by [Minnesota Statutes 2022, 124D.78, subdivision 2.](#)

Using the approved American Indian Education Aid application that was submitted Fall 2023, communicate how the district has progressed towards all the goals outlined within each narrative that was provided for areas 1-6. Data should be shared with the AIPAC in order for the AIPAC to concur with the district plan. Additionally, the [Self-Assessment Rubric](#) for districts is another useful tool for AIPACs to understand programming and to vote on concurrence.

Measurable Goals

These program details must align to [Minnesota Statutes 124D.81, subdivision 2.](#)

Focus Area 1: Support postsecondary preparation for pupils

Focus Area 2: Support the academic achievement of American Indian students

Focus Area 3: Make curriculum relevant to the needs, interests, and cultural heritage of American Indian pupils

Focus Area 4: Provide positive reinforcement of the self-image of American Indian pupils

Focus Area 5: Develop intercultural awareness among pupils, parents, and staff

Focus area 6: Supplement (not supplant) state and federal educational and co-curricular programs

Focus Area	Measurable Goal	Progress towards Goal	Is Progress sufficient for concurrence?
Support postsecondary preparation for pupils			
Support the academic achievement of American Indian students			

Focus Area	Measurable Goal	Progress towards Goal	Is Progress sufficient for concurrence?
Make curriculum relevant to the needs, interests, and cultural heritage of American Indian pupils			
Provide positive reinforcement of the self-image of American Indian pupils			
Develop intercultural awareness among pupils, parents, and staff			
Supplement (not supplant) state and federal educational and co-curricular programs			

Approval

AIPAC Chairperson *Date*

Director of Indian Education *Date*

Contact us

For more information, please visit our website at <https://education.mn.gov/MDE/dse/indian/parent/>

Please submit this documentation to: MDE.AIEA@state.mn.us

The American Indian Parent Advisory Committee (AIPAC) Roster

About Membership

Per [Minnesota Statutes, section 124D.78, subdivision 3](#), *The American Indian Parent Advisory Committee must be composed of parents or guardians of American Indian children eligible to be enrolled in American Indian education programs; American Indian secondary students; American Indian family members of students eligible to be enrolled in American Indian education programs; American Indian language and culture education teachers and paraprofessionals; American Indian teachers; American Indian district employees; American Indian counselors; adult American Indian people enrolled in educational programs; and American Indian community members. The majority of each committee must be the parents or guardians of the American Indian children enrolled or eligible to be enrolled in the programs.*

About the Roster and Sign-in Sheet

The AIPAC roster is for committee members only. This form is electronic and fillable. You **must** include the committee member's name, email, and phone in the first column. Subsequent columns contain a drop-down menu option. Select the best option for each particular committee member.

The sign-in sheet for district, charter, or Tribal contract school employees is also fillable. School personnel often participate in committee meetings and serve as a bridge between the committee and the district, charter, or Tribal contract school, helping to navigate school processes while furthering the goals and initiatives of the committee members. Employee participation levels vary depending on the district, charter school, or Tribal contract school. If an employee identifies as American Indian, they are eligible to serve as a voting committee member and may be included on the roster, rather than the district, charter school, or Tribal contract school sign-in sheet.

Submission

Fall: For districts, charter schools, or Tribal contract schools participating in the American Indian Education Aid program: MDE.AIEA@state.mn.us

March 1: As part of the AIPAC and district, charter school, or Tribal contract school Annual Compliance process: MDE.AIEA@state.mn.us

American Indian Parent Advisory Committee Member Roster

Committee Member Name, Email, and Phone	American Indian	Committee Member Role	Primary Area of Representation
Renae Davis renae1130@gmail.com 651-399-2780	Yes <input type="button" value="v"/>	Chair <input type="button" value="v"/>	Parent/Guardian of an American Indian Student <input type="button" value="v"/>
Courtney Renville Soto crenvillesoto@sspps.org 651-600-5724	Yes <input type="button" value="v"/>	General Member <input type="button" value="v"/>	American Indian School Employee <input type="button" value="v"/>
James Nguyen jamesisgolden@gmail.com 612-594-6420	No <input type="button" value="v"/>	Chair/Co-chair <input type="button" value="v"/>	Parent/Guardian of an American Indian Student <input type="button" value="v"/>
Melissa Favila mnmelissa79@gmail.com 651-500-7475	Yes <input type="button" value="v"/>	General Member <input type="button" value="v"/>	American Indian Community Member <input type="button" value="v"/>
Larry Britton lbritton@sspps.org 651-271-0866	Yes <input type="button" value="v"/>	General Member <input type="button" value="v"/>	American Indian School Employee <input type="button" value="v"/>
	Select one... <input type="button" value="v"/>	General Member <input type="button" value="v"/>	Select one... <input type="button" value="v"/>
	Select one... <input type="button" value="v"/>	Select one... <input type="button" value="v"/>	Select one... <input type="button" value="v"/>
	Select one... <input type="button" value="v"/>	Select one... <input type="button" value="v"/>	Select one... <input type="button" value="v"/>



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

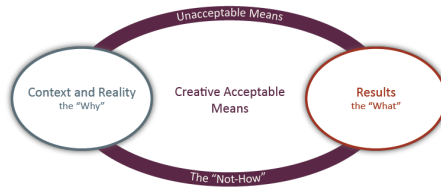
Meeting Date: Monday, February 26, 2024

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

Action Requested: Approval of Plan

Attachment: Draft of Calendar

Topic: Proposed 24-25 School Calendar
Presenter(s): Amy Winter, Executive Director of Educational Services
Background: Review of discussion from the calendar advisory committee and calendar recommendations for the 24-25 school year.
Recommendation: Proposed calendar adoption
Alternatives: N/A



GC for Calendar Planning - Focus Question: How do we provide an academic calendar in SSPPS that supports the learning of students and adults along with supporting our greater families.

Context and Reality (The Why)	Unacceptable Means (Not Hows)	Desired Results (The What)
<p>Everyone:</p> <ul style="list-style-type: none"> ● Rolling Starts (Prioritized transition grade levels) <ul style="list-style-type: none"> ○ Options: <ul style="list-style-type: none"> ■ None (everyone begins on 9/3) ■ 2 day (G1-5,6,9 on 9/3 rest on 9/4) ■ 3 day (G1-5,6,9 on 9/3 K,7-8,10-12 on 9/4 Prek ?) ● Literacy PD requirements (OLLA: 9 modules) ● Elimination of e-learning/ flex days ● End of school year- week of June 9 ● Which days of recognition/ holidays should we be in session/ take the day off? ● How important is it to clump days off? <p>Secondary:</p> <ul style="list-style-type: none"> ● Proposal of trimester grade 6-12 ● Secondary comp days: Nov 27/ March 21/ May 25 <p>Elementary:</p> <ul style="list-style-type: none"> ● Elementary comp days: Nov 27/ May 23 ● Proposal of day before spring break (change secondary comp day, PD day) ● Placement of spring conferences for elementary <ul style="list-style-type: none"> ○ Fall Conferences: Wednesday (8-8) Thursday (8-4) Friday (8-4- ½ conferences/ ½ PD) Flex 4 hrs. PD ○ Spring Conferences -March 19 (8-8) March 20 (8-8) March 21 (asy. PD elementary or non work day and align PD to secondary on March 7 and come in 1 day early in August) 	<ol style="list-style-type: none"> 1. Must begin after Labor Day/end prior to June 30. 2. Minimum student days- 165 3. Teacher contract days- 185 4. Minimum Instructional hours: <ol style="list-style-type: none"> a. 350 instructional hours prekindergarten b. 850 instructional hours full day daily kindergarten c. 935 instructional hours grades 1-6 d. 1020 instructional hours grades 7-12 5. We will not do minimum days/ hours. 6. E-learning days are only allowed for weather related closing- may adopt up to 5. Definition includes: full access to online instruction by students' teachers, consultation with teachers, accommodations for students who lack access, and accessible options for students with disabilities. Notify families of plans at the beginning of the year and 2 hrs. prior to the start of school. 7. READ ACT: <ol style="list-style-type: none"> a. July 1, 2025 Training Due Date: Prek, K-3 classroom, K-12 reading interventionists, Prek-12 Sped teachers responsible for literacy, curriculum directors, instructional support staff who provide reading support, employees who select literacy instructional materials. b. July 1, 2027 Training Due Date: 	<ul style="list-style-type: none"> ● Elimination of elearning days- does not meet MDE requirement for an attendance day. ● Calendar format- previous year versions difficult to understand and multiple versions.

<ul style="list-style-type: none">• Uneven semester days	<p>Grades 4-12 classroom teachers responsible for literacy, Prek-12 ELL, K-age 21 educators who work with students for graduation incentives program under 124D.68, grades 6-12 instructional support staff who provide reading support.</p> <p>8. CLSD grant</p>	
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SOUTH ST. PAUL PUBLIC SCHOOLS

2024-2025 District Calendar

■ District Holiday
 ✗ Non-Student Day
 / Non-Student Day for some- See Calendar Items list

● 6-12 Conferences
 ◊ PD/Grading
[] 6-12 Trimesters
 ◊ Professional Development (PD)
● K-5 Conferences
 ◊ Comp Time
[] K-5 Semesters
 ◊ Noted Day- See Calendar Items List

CALENDAR ITEMS

Sept 3	1-12 First Day of School
Sept 4	Kindergarten First Day of School
Sept 9	PreK First Day of School
Oct 10	6-12 Evening Conferences 4:00-8:00 pm +4 hrs flex conf (earns 8 hrs comp)
Oct 16	K-12 No School- PD
Oct 17-18	K-12 No School- MEA
Oct 30	K-5 Conferences 4:00-8:00 pm (Earns 4 hrs comp time)
Oct 31	K-5 No School, 6-12 School in Session K-5 Conferences 8:00 am-4:00 pm
Nov 1	K-5 No School- Conferences, 4 hrs conf, 4 hrs PD, 4 hrs flex PD 6-12 No School- PD
Nov 26	6-12 Last Day of Trimester 1
Nov 27	K-12 No School- (6-12 Comp for 10/10) (K-5 Comp for 10/30 conf, 11/1 PD)
Nov 28-29	K-12 No School- District Holiday
Dec 2	K-12 No School- PD
Dec 3	6-12 No School- PD/Grading K-5 School in Session
Dec 4	6-12 First Day of Trimester 2
Dec 23-Jan 2	K-12 No School- Winter Break
Jan 3	K-12 No School- PD
Jan 16	K-5 Last Day of Semester 1
Jan 17	K-5 No School- PD/Grading, 6-12 School in Session
Jan 20	K-12 No School- District Holiday
Jan 21	K-5 First Day of Semester 2
Jan 23	6-12 Evening Conferences 4:00-8:00 pm +4 hrs flex conf (earns 8 hrs comp)
Feb 3	K-12 No School- PD
Feb 17	K-12 No School- District Holiday
Mar 6	6-12 Last Day of Trimester 2
Mar 7	K-5 No School- PD 6-12 No School- PD/Grading
Mar 10	6-12 First Day of Trimester 3
Mar 19	K-5 Conferences 4:00-8:00 pm (Earns 4 hrs comp time)
Mar 20	K-5 No School, 6-12 School in Session K-5 Conferences 8:00 am-8:00 pm (Earns 4 hrs comp time)
Mar 21	K-12 No School (6-12 Comp Day for 1/23)
Mar 24-28	K-12 No School- Spring Break
Apr 24	6-12 Evening Conferences 4:00-8:00 pm +4 hrs flex conf (earns 8 hrs comp)
Apr 25	K-12 No School- PD
May 22	K-12 No School- PD
May 23	No School- (K-5 Comp Day for 3/19 & 3/20) (6-12 Comp Day for 4/24)
May 26	K-12 No School- District Holiday
June 12	K-12 Last Day of School
June 13	K-12 Last Staff Day/Grading

JULY 2024

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 2024

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 2024

S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2024

S	M	T	W	T	F	S
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NOVEMBER 2024

S	M	T	W	T	F	S
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DECEMBER 2024

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29	30					

Updated - February 1, 2024

JANUARY 2025

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FEBRUARY 2025

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23	24	25	26	27	28	

MARCH 2025

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30	31					

APRIL 2025

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MAY 2025

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18	19	20	21	22	23	24
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JUNE 2025

S	M	T	W	T	F	S
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29	30					

VIEW THE DISTRICT CALENDAR ONLINE





SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, February 26, 2024

Place on Agenda: Regular Agenda

Action Requested: Approval

Attachment: **District Holiday Schedule**

Topic: District Holiday Schedule
Presenter: Joel Milteer Human Resource Director
<p>Background:</p> <p>The District is proposing a change to the District’s holiday schedule effective with the start of the 2024-25 school year. Currently, the District has eleven (11) holidays on the district calendar with December 24th only being listed as a holiday when the date falls on a week day, Monday through Friday, and not being a holiday when the date falls on a weekend day.</p> <p>Through multiple different market studies in the last two years, we have noticed that most of our surrounding districts list December 24th as a district holiday with the date being recognized on the preceding Friday when the date falls on a Saturday, or the following Monday, when the date falls on a Sunday.</p> <p>The District is proposing that the school board approve December 24th as an ongoing holiday on the district calendar, effective with the start of the 2024-25 school year, with the date being recognized on the preceding Friday when the date falls on a Saturday, or the following Monday, when the date falls on a Sunday.</p>
<p>Recommendation:</p> <p>Approve December 24th as a District holiday, effective with the start of the 2024-25 school year, inclusive of when the date falls on a weekend.</p>
<p>Alternatives:</p> <p>Not approve December 24th as a District holiday when the date falls on the weekend and maintain our current practice of December 24th being a holiday when the date falls on a week day.</p>

2024-25 Holidays

12 Month Eligible Employees – 11 Holidays (12 holidays)

July 4, 2024

September 2, 2024

November 28, 2024

November 29, 2024

December 24, 2024 (change: include regardless of whether or not it falls on the weekend)

December 25, 2024

December 31, 2024

January 1, 2025

January 20, 2025

February 17, 2025

May 26, 2025

June 19, 2025

9 & 10 Month Eligible Employees – 5 Holidays (5 holidays if all holidays fall on a scheduled workday)

*** Designated holiday for eligible part-time custodial staff**

November 28, 2024

November 29, 2024

January 20, 2025

February 17, 2025*

May 27, 2025

Meeting Date: February 26, 2024
Place on Agenda: Committee-of-the-whole and Business Meeting
Action Requested: Approval
Attachment: **Revised Board Meeting Calendar for 2024**

<p>Topic: Revised Board Meeting Calendar for 2024</p>
<p>Presenter(s): Chair John Raasch</p>
<p>Over the past few months, the School Board has undertaken a comprehensive review of its current meeting structure, seeking potential adjustments to enhance the effectiveness of its work. The focus has been on changes that would allow for additional discussion and review time for agenda items, dedicated time for in-depth discussions on critical topics, as well as a restructuring of the frequency and duration of meetings.</p> <p>During the committee-of-the-whole meeting on February 12, the Board reached a consensus to transition from its current structure of two business meetings and two committee-of-the-whole meetings per month to one business meeting and two work sessions per month. Additionally, there are minor changes to the terminology used for Committee-of-the-Whole and Public Listening Session. "Committee-of-the-Whole" is now referred to as "Work Session," and "Public Listening Session" is replaced with "Stakeholder Comments to the Board." These updated terms more accurately reflect the work and purpose of each session.</p> <p>While "Public Listening Session" might imply that the public is predominantly in a passive role of listening, our intent has always been to provide an open forum for stakeholders to actively share their valuable comments and perspectives with the Board. The new title better conveys the dynamic nature of these sessions for input from our stakeholders. Likewise, the title Work Session better conveys the work that is being done in that particular space.</p> <p><u>Revised Structure</u> Second Monday of the Month: Work Session and Stakeholder Comments to the Board Fourth Monday of the Month: Work Session and Business Meeting</p> <p>By eliminating the business meeting on the second Monday of each month, the Board gains additional work session time without the constraints imposed by the televised and live-streamed business meeting, thus allowing for more flexible and focused discussions.</p>
<p>Recommendation: Approve the revised schedule.</p>
<p>Alternatives: Adjust the proposed schedule prior to approval or pull from the agenda and direct administration with next steps.</p>



School Board Work Session and Meeting Schedule 2024

Date/Time	Meeting/Work Session	Location
March 11, 2024		
5:00 PM	Work Session	District Office Conference Room
6:30 PM	Stakeholder Comments to the Board	District Office Conference Room
March 25, 2024		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Nutrition Services</i>	City Hall Council Chambers
April 8, 2024		
5:00 PM	Work Session	District Office Conference Room
6:30 PM	Stakeholder Comments to the Board	District Office Conference Room
April 22, 2024		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Packer Pathway</i>	City Hall Council Chambers
May 13, 2024		
5:00 PM	Work Session	District Office Conference Room
6:30 PM	Stakeholder Comments to the Board	District Office Conference Room
*May 28, 2024 (Tuesday)		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Winter/Spring Activities & Athletics</i>	City Hall Council Chambers
June 10, 2024		
5:00 PM	Work Session	District Office Conference Room
6:30 PM	Stakeholder Comments to the Board	District Office Conference Room
June 24, 2024		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Safety and Security</i>	City Hall Council Chambers
July 22, 2024		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Kids' Choice/Summer Academics</i>	City Hall Council Chambers
August 12, 2024		
5:00 PM	Work Session	District Office Conference Room
6:30 PM	Stakeholder Comments to the Board	District Office Conference Room
August 26, 2024		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Back to School Highlights</i>	City Hall Council Chambers
September 9, 2024		
5:00 PM	Work Session	District Office Conference Room
6:30 PM	Stakeholder Comments to the Board	District Office Conference Room
September 23, 2024		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Community Education</i>	City Hall Council Chambers

October 14, 2024		
5:00 PM	Work Session	District Office Conference Room
6:30 PM	Stakeholder Comments to the Board	District Office Conference Room
October 28, 2024		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Lincoln Center</i>	City Hall Council Chambers
*November 12, 2024 (Tuesday)		
5:00 PM	Work Session	District Office Conference Room
6:30 PM	Stakeholder Comments to the Board	District Office Conference Room
November 25, 2024		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Kaposia</i>	City Hall Council Chambers
December 9, 2024		
5:00 PM	Work Session	City Hall Conference Room
6:00 PM	Business Meeting <i>QIA: Fall Activities & Athletics</i>	City Hall Council Chambers

District Office Conference Room (104 – 5th Ave. So.) • **City Hall Council Chambers** (125 – 3rd Ave. No.)

Work Session

The School Board's Work Session serves as a designated forum for School Board members to engage in dialogue and deliberation on matters pertaining to district business. This inclusive session is open to the public and convenes at 5:00 PM on the second Monday of each month at the District Office. Additionally, a brief work session precedes their 6:00 PM Board meeting on the fourth Monday of each month, at City Hall.

Stakeholder Comments to the Board

Stakeholder Comments to the Board is an informal setting for stakeholders of South St. Paul Public Schools (students, families, staff, community members, etc.) to share comments or school/district concerns with Board members.

Business Meeting

The School Board's Business meeting is a formal meeting where Board members review and approve staffing and other official district business. The business meeting also includes a Quality-in-Action (QIA) that celebrates the remarkable achievements and outstanding efforts of our students and staff. The meeting is open to the public and commences at 6:00 PM at City Hall on the fourth Monday of the month.