



South St. Paul School Board - Work Session

Monday, June 10, 2024 5:00 PM

Location: District Office

104 - 5th Avenue South

South St Paul, Minnesota 55075

Agenda

I. HUMAN RESOURCES	
A. Student Teacher Agreement with Bemidji State (J. Milteer)	3
II. HANDBOOK	
A. 2024-25 Student Rights and Responsibilities Handbook (C. Burckhardt/A. Winter)	9
III. RESOLUTIONS	
A. School Board Election Resolution (L. Brandecker)	11
B. Minnesota State High School League Membership (L. Brandecker)	16
IV. FINANCE	
A. Long-Term Facilities Maintenance (B. Hoffman)	19
B. FY25 Budget (B. Hoffman)	24
V. SCHOOL BOARD	
A. Core Values Update for City Council and School Board (B. Zambreno/R. Garcia)	
B. Public Relations and Community Engagement (Board)	55
C. Committee Updates (Board)	56
• District 917	
• AMSD	
• Community Education	
• Educational Foundation	
• Finance, Facilities and Long-Range Planning	
• Local Issues	
• Policy	
• SSP Open Foundation	
• Superintendent Executive	
D.	

E. Other Items Deemed Necessary by the School Board

VI. CLOSED SESSION

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

B. Adjourn the Closed Session

VII. ADJOURN WORK SESSION



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, June 10, 2024

Place on Agenda: Board Work Session

Action Requested: Approval

Attachment: 2024-2025 Student Teacher Agreement – Bemidji State University

Topic: Student Teacher Agreement – Bemidji State University
Presenter(s): Joel Milteer, Human Resources Director
<p>Background:</p> <p>A student teacher placement has been coordinated between Bemidji State University and South St. Paul School District beginning September 2024. To finalize the student teacher placement, approval of the agreement between Bemidji State University and South St. Paul Schools is necessary. This agreement and placement aligns with South St. Paul Schools Student Teaching Policy #437.</p>
<p>Recommendation:</p> <p>Approval of 2024-25 Student Teacher Agreement with Bemidji State University.</p>
<p>Alternatives:</p> <p>Do not approve Student Teacher Agreement and direct administration with next steps.</p>

**MUTUAL AGREEMENT FOR STUDENT TEACHING
BETWEEN
BEMIDJI STATE UNIVERSITY
BEMIDJI, MINNESOTA
AND
SOUTH ST. PAUL PUBLIC SCHOOLS
2024-2025**

This agreement is entered into between South St. Paul Public Schools, South St. Paul, Minnesota (the “District”) and Bemidji State University, Bemidji, MN (the “College/University”). The purpose of this Agreement is to outline the terms of the training/student teaching experience for the student of the College/University and to identify the responsibilities of the College/University and the District.

The following conditions are made a part of the agreement:

The College/University agrees to:

1. Place at the District only student teachers who are eligible for such placement under state and College/University rules, and School Board regulations. All student teacher placements will be initiated through and approved by the District through its department of human resources.
2. Inform its faculty and students of the District’s policies and regulations that relate to the placement at the District.
3. Provide District with College/University student teaching expectations/requirements.
4. Pay stipend to the cooperating teacher of the District based on College/University policy for each student teacher placed, subject to timely receipt by College/University of properly completed Form W-9s from the District or cooperating teacher, as applicable.

Student Teaching Cooperating Teacher Honorarium: Bemidji State University will pay an honorarium to the District or Cooperating Teacher in an amount not to exceed two hundred twenty-five dollars (\$225.00) for each full-time teacher candidate. Honorariums for placements less than 16 weeks will be prorated. The District shall receive payment of the honorarium and disburse to the teacher, unless the District policy requires another arrangement. Honorariums shall be encumbered by a purchase order before the beginning of each student teaching assignment. Payment shall be made promptly after the University verifies the teacher candidate has completed the student teaching assignment and the University notifies Accounts Payable to make the payment.

Total weeks of supervision provided per individual teacher candidate.	Honorarium paid by University to District or cooperating teacher
16 Weeks	\$ 225
12 Weeks	\$ 150
4 Weeks	\$ 75

Field Experience Cooperating Teacher Honorarium: Bemidji State University will pay an honorarium to field experience cooperating teachers fifty dollars (\$50) per student, per course for campus-conventional field experience. The District shall receive payment of the honorarium and disburse to the teacher, unless the District policy requires another arrangement. Honorariums shall be encumbered by a purchase order before the beginning of field experience. Payment shall be made promptly after the University verifies the teacher candidate has completed the field experience assignment and the University notifies Accounts Payable to make payment.

5. Provide regular student teaching supervision by a qualified designee(s) of the College/University.
6. Cooperate with the District in the development and implementation of the District's Student Teaching Program.
7. Notify the District in the event a student teacher placed at the District is no longer enrolled in the College/University's program.

The District agrees to:

1. Supply to the student teacher so placed by College/University an opportunity to work in a teaching learning situation under the supervision of a practicing teacher who holds a continuing license and has at least three years total teaching experience.
2. Cooperate with College/University in the development and implementation of the District's Student Teaching Program.
3. Ensure that all student teachers placed at the District complete a criminal background check, at the expense of the student teacher or College/University, prior to the student teacher beginning at the District.
4. Provide appropriate supervision of the student teacher while at the District pursuant to rules promulgated by its Board. Such rules may not conflict with any minimum requirements established by the State or College/University with regard to the Student Teaching Program.
5. Immediately notify College/University if there is a change in the licensure status of any cooperating teacher providing supervision to any student teacher assigned hereunder.
6. Not replace any of its employees nor fill any vacancies normally filled by an employee with a student teacher assigned under this agreement. Therefore, a student teacher will not act as a substitute teacher.
7. Provide the College/University with copies of all policies and regulations applicable to student teachers.
8. Provide emergency medical care to the student teacher or College/University faculty member, at the District (if available) in case of injury or illness, or obtain other appropriate treatment as they choose. Any hospital or medical costs arising from such injury or illness will be the sole responsibility of the College/University faculty member or student teacher who received the treatment and not the District.

9. Reserve the right to deny a student teaching opportunity to an applicant and to terminate a student teaching assignment at any time, due to a lack of funding or for any other non-discriminatory reason. In addition, a student teacher's participation in the program may be terminated at any time (a) with the mutual consent of both parties, or (b) unilaterally by College/University for any non-discriminatory reason. District will consult with College/University prior to terminating a student teacher's participation in the program. College/University will promptly notify District of any termination of a student teacher's participation in the program.
10. Recognize that it is the policy of both the District and the College/University to prohibit discrimination and ensure equal opportunities in its educational programs, activities, and all aspects of employment for all individuals regardless of race, color, creed, religion, gender, national origin, sexual orientation, veteran's status, marital status, age, disability, status with regard to public assistance, or inclusion in any group or class against which discrimination is prohibited by federal, state, or local laws and regulations. The District agrees to adhere to this policy in implementing this agreement.

Liability:

Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and will not be responsible for the acts of the other party and the results thereof. The District's liability will be governed by Minnesota Statutes Section 466.04, as amended.

Term of Agreement:

This agreement will commence on August 26, 2024, and end on June 30, 2025. This Agreement may be terminated by either party at any time upon 60 days' written notice to the other party. Termination by the District will not automatically become effective with respect to student teachers then participating in the learning experience program, and said student teachers may be allowed to continue at the sole option of the District.

General Provisions:

1. Neither the District nor the College/University will assign or transfer any rights or obligations under this agreement without the prior written consent of the other party.
2. Any amendments to this agreement will be in writing and signed by authorized representatives from each party.
3. The parties agree that in fulfilling the duties of this agreement, they are responsible for complying with the Americans with Disabilities Act, 42 U.S.C. Chapter 12101, et seq., and any regulations promulgated by the Act.
4. Student teachers are participants in an educational program, and for purposes of this agreement, shall not be considered employees of either the College/University or the District, except as provided for in Minnesota Statutes Section 122A.69. Student teachers shall not be entitled or eligible to participate in any benefits or privileges given or extended to employees of the College/University or the District, except as provided by Minnesota Statutes Section 122A.69.

5. Except as otherwise provided in law or College/University policy, data on students is private and may not be shared with any other party. If the District receives a request from a third party for any data provided to the District by the College/University, the District agrees to immediately notify the College/University. The parties additionally acknowledge that the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and 34 C.F.R. § 99, apply to the use and disclosure of education records that are created or maintained under this agreement. Specifically, each party agrees that to the extent that it maintains Education Records of the other party's students (the "receiving party"), it shall maintain such Education Records in accordance with the requirements of the Family Educational Rights and Privacy Act, as amended ("FERPA"), and any other applicable U.S. or state laws, regulations or accrediting agency standards applicable to the privacy or confidentiality of such Education Records. Without limiting the foregoing, the receiving party agrees that with respect to such records, (a) the receiving party is subject to the requirements of 34 C.F.R. § 99.33(a) governing the use and redisclosure of personally identifiable information from Education Records of the other party's ("disclosing party") students; (b) it shall not disclose or allow access to personally identifiable information from an Education Record of the disclosing party's students without the prior written consent of the eligible student (or parent/guardian, as the case may be) as defined in 34 C.F.R. § 99.3, except as permitted by law; and (c) to the extent that the disclosing party discloses personally identifiable information from Education Records to the receiving party, the receiving party's officers, employees and agents will use and have access to the information only for the purposes for which disclosure is made. Pursuant to FERPA requirements, all Education Records of College/University's student teachers, regardless of whether maintained directly by College/University, District or by other entities, remain the property of the disclosing party. The receiving party agrees to access and use Education Records of the disclosing party's students only for legitimate and lawful educational purposes, pursuant to the disclosing party's FERPA policy, and further agrees to return or destroy such Education Records immediately upon the written request of the disclosing party. As used herein, "Education Records" means all such records described by 34 C.F.R. § 99.3 maintained by, for or on behalf of the disclosing party, including without limitation, any record, file, data, or other information concerning any student's financial information protected under the Gramm-Leach-Bliley Act.
6. Student teachers assigned to the learning experience program at the District under this agreement will be required to sign a Student Teaching Program Agreement before the student teacher begins the Student Teaching Program at the District.

Approved:

Signed For: **Bemidji State University**

Name: Dana Danielson

Title: Accounting Technician

Signature: Dana M Danielson
Digitally signed by Dana M Danielson
Date: 2024.05.21 13:11:22 -05'00'

Date: 5/21/24

Name: MaryTheresa Seig

Title: Dean, College of the Arts, Education, and Humanities

Signature: *MaryTheresa Seig*

Date: 4/23/2024

Name: Gina Walkup

Title: Purchasing Supervisor

Signature: Gina Walkup
Digitally signed by Gina Walkup
Date: 2024.05.17 13:39:03 -05'00'

Date: _____

Signed For: **South St. Paul Public Schools**

Signature: _____
School Board Chair

Date: _____



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: June 10, 2024
Place on Agenda: Work Session
Action Requested: None. Review and Discussion Only
Attachment: [Student Rights & Responsibilities Handbook Overview 24-25](#)

Topic: Student Rights & Responsibilities Handbook Overview for 24-25
Presenter(s): Candace Burckhardt, Director of Student Services, & Amy Winter, Executive Director of Educational Services
The District will provide an overview of the process for updating the Student Rights & Responsibilities Handbook and a summary of updates that are in the new Handbook.
Recommendation: Recommendation for approval of the 2024-2025 Student Rights & Responsibilities Handbook at the June 24, 2024, business meeting.
Alternatives: If the Board does not approve the Student Rights & Responsibilities Handbook, then the District will need to make further edits to bring for approval at the July business meeting.

Passionate Learners Positively Changing Our World



Process for Updating the Handbook:

- District administrators completed a review of recent legislative changes around school discipline including the focus on non-exclusionary discipline practices and discipline grievance procedures.
- Building and district administrators completed a Discipline Self-Inventory, reviewed our South St. Paul core values, and looked at discipline definitions from the MN Department of Education prior to making edits.
- Building and district administrators worked together to make the proposed changes and looked at the handbook through multiple lenses (student, parent/guardian, teacher, and administrator).
- The Director of Student Services and Executive Director of Educational Services made edits based on the proposed suggestions.
- The Manager of Administrative Services and Communications is currently in the process of making final edits to ensure the handbook aligns with our mission, vision, and branding. It is then sent for translation into Spanish.
- The School Board approves the Student Rights & Responsibilities Handbook at their business meetings because of its close alignment to Board Policy 506 on Student Discipline. The full, proposed Student Rights & Responsibilities Handbook will be available for review to the School Board in advance of the June 24 meeting.

Summary of Updates to the Handbook:

- Updated wording to emphasize our cores values and commitment to creating a safe, welcoming, and inclusive community.
- Creation of a leveled discipline system where behaviors are divided into four levels with examples of strategies and responses. Level 1 reflects minor behaviors and Level 4 reflects most serious behaviors.
- Discipline infractions were organized by type and alphabetically into a table for easier reference.
- Several infractions were added to the Handbook including:
 - Physical aggression
 - Group violence
 - Assault
 - Soliciting/selling alcohol, chemicals, prescriptions, over-the-counter drugs, or controlled substances
 - Fraud/forgery
 - Possession of Dangerous Weapon or Other Dangerous Object
 - Possession of a Firearm
- The Discipline Guidelines for Students With Special Needs was reviewed and updated to reflect current state and federal law
- Several addition Q&A questions were added around the discipline grievance process, bullying, and student data privacy



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: June 10, 2024

Place on Agenda: Work Session

Action Requested: None. Review and Discussion Only

Attachment: Resolution Establishing Dates for Filing Affidavits of Candidacy

Topic: School Board Elections
Presenter(s): Lisa Brandecker, Manager of Administrative Services
<p>There are three School Board member seats up for election this fall. As a result, the <i>Resolution Establishing the Filing Dates for Affidavits of Candidacy</i> will go before the School Board for approval at their Monday, June 24, 2024, regular business meeting.</p> <p>This resolution includes the following details for interested and eligible voters to file for the office of School Board member.</p> <ul style="list-style-type: none">• The filing period for the office of School Board member opens on Tuesday, July 30, 2024, and closes at 5:00 PM on Tuesday, August 13, 2024.• There is a \$2 filing fee that must be submitted in conjunction with the Affidavit of Candidacy.• The Affidavit of Candidacy and \$2 filing fee must be submitted to the Office of the City Clerk at the South St. Paul City Hall (125-3rd Avenue North, South St. Paul), prior to the closing of the filing period on Tuesday, August 13, 2024. <p>There are legal publishing and posting requirements the School Board Clerk must follow after the Board's approval of the Resolution Establishing Dates for Filing Affidavits of Candidacy. At the work session on Monday, we will review the resolution and discuss other election business.</p>
Recommendation:
Alternatives:

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF SPECIAL SCHOOL DISTRICT NO. 6
(SOUTH ST. PAUL PUBLIC SCHOOLS)
STATE OF MINNESOTA

HELD: JUNE 24, 2024

Pursuant to due call and notice thereof, a regular meeting of the School Board of Special School District No. 6 (South St. Paul Public Schools), State of Minnesota, was held in said school district on June 24, 2024, at 6:00 o'clock p.m., for the purpose, in part, of establishing dates for filing affidavits of candidacy for the 2024 school district general election.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY**

BE IT RESOLVED by the School Board of Special School District No. 6, State of Minnesota, as follows:

1. The period for filing Affidavits of Candidacy for the office of school board member of Special School District No. 6 shall begin on July 30, 2024, and shall close on August 13, 2024. An Affidavit of Candidacy must be filed in the office of the School District Clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 13, 2024.

2. The Clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the School District at least two (2) weeks prior to the first day to file Affidavits of Candidacy. Publication of said notice prior to the date of adoption of this resolution is hereby ratified and approved in all respects.

3. The Clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the School District at least ten (10) days prior to the first day to file Affidavits of Candidacy.

4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
SPECIAL SCHOOL DISTRICT NO. 6
(SOUTH ST. PAUL PUBLIC SCHOOLS)
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing Affidavits of Candidacy for the office of School Board member of Special School District No. 6 shall begin on July 30, 2024, and shall close at 5:00 o'clock p.m. on August 13, 2024.

The general election shall be held on Tuesday, November 5, 2024. At that election, three (3) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the City Clerk, City of South St. Paul, 125 3rd Avenue North, South St. Paul, MN 55075. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the School District from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or general election.

The Affidavits of Candidacy must be filed in the office of the City Clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 13, 2024.

Dated: _____, 2024

BY ORDER OF THE SCHOOL BOARD

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

The motion for the adoption of the foregoing resolution was duly seconded by _____ . On a roll call vote, the following voted in favor:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

I, the undersigned, being the duly qualified and acting Clerk of Special School District No. 6 (South St. Paul Public Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the School board of said school district duly called and held on the date therein indicated, so far as such minutes relate to establishing dates for filing affidavits of candidacy, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this ____ day of _____, 2024.

School District Clerk



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: June 10, 2024
Place on Agenda: Work Session
Action Requested: June 10: Review / June 24: Approval
Attachment: MSHSL Resolution

Topic: Minnesota State High School League Resolution
Presenter(s): Lisa Brandecker, Manager of Administrative Services
<p>The Resolution for Membership is an annual resolution adopted by each Minnesota State High School League member school to renew their membership with the MSHSL. Each school's governing board agrees to adopt the Constitution, Bylaws, Policies and Regulations of the League and all amendments as are published in the latest edition of the League's Official Handbook, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. This should be done at the June or July school board meeting prior to the start of the upcoming school year.</p> <p>This annual resolution will go before the School Board for approval at their Monday, June 24 meeting.</p>
Recommendation: Administration recommends the approval at the June 24, 2024 meeting.
Alternatives: Do not approve and direct administration with next steps.

Passionate Learners Positively Changing Our World



**2024-2025 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE
Membership Renewal Form**

This form must be completed once for each school in the district.

Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2024. Retain one copy for the school files.

RESOLVED, that the Governing Board or Entity of South St. Paul High School (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and to participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives
At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee
Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

South St. Paul High School

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Nikki Laliberte, Clerk

(Designated School Board Member – please print)

Brady Krueger, Activities Director

(Designated School Representative – please print)

nlaliberte@sspps.org

Email Address

bkrueger@sspps.org

Email Address

208.02 ACTIVITY REPRESENTATIVES

Brady Krueger

(Boys Sports – please print)

Brady Krueger

(Girls Sports – please print)

Brady Krueger

(Speech – please print)

Brady Krueger

(Music – please print)

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

(Board Member—please print)

(Student—please print)

(Parent—please print)

(Faculty Member—please print)

Brady Krueger

(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Print Name: Nikki Laliberte
(Clerk/Secretary - Local Governing Board)

Print Name: Brian Zambreno
(Superintendent or Head of School)

Signed: _____
(Clerk/Secretary - Local Governing Board)

Signed: _____
(Superintendent or Head of School)

Date: _____

Date: _____



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, June 10, 2024

Place on Agenda: Work Session

Action Requested: None

Attachment: Long Term Facilities Maintenance Revenue Spreadsheet (MDE)
Long Term Facilities Maintenance Expenditure Spreadsheet (MDE)

Topic: Long Term Facilities Maintenance 10 Year Plan
Presenter(s): Brady Hoffman, Director of Finance
<p>During the 2015 legislative session, the Legislature created a new facilities funding program – Long Term Facilities Maintenance revenue. This program replaced the previous Health and Safety and Deferred Maintenance programs.</p> <p>In order to qualify for this revenue, the Board must approve a 10-year Long Term Facilities Maintenance plan and submit it to the Minnesota Department of Education by July 31. This must be done annually. There are two documents included with this report. The first is the revenue calculation that shows the estimated revenue for the next ten years, and the second is the expenditure plan that shows the estimated costs for the next ten years.</p> <p>This will be brought to the school board for formal approval at the June 24, 2024 regular meeting.</p>
Recommendation: N/A
Alternatives: N/A

Passionate Learners Positively Changing Our World



SOUTH ST. PAUL PUBLIC SCHOOLS

School Board Agenda Item

Meeting Date: Monday, June 10, 2024
Place on Agenda: Work Session
Action Requested: None
Attachment: 2024-25 Budget Summary
2024-25 Budget Presentation
2024-25 Fund Balance Summary

Topic: Proposed 2024-25 Budget
Presenter(s): Brady Hoffman, Director of Finance
<p>Attached are the proposed 2024-25 Budgets. The Board of Education must approve these budgets prior to June 30, 2024.</p> <p>The 2024-2025 Budget Summary includes a description of fund, budget assumptions and proposed 2024-2025 budget for each of the following funds: General Fund, Food Service Fund, Community Service Fund and Debt Service Fund.</p> <p>After reviewing these budgets, we will bring them to the Board for approval at the June 24, 2024 meeting.</p>
Recommendation: N/A
Alternatives: N/A

Passionate Learners Positively Changing Our World

FY25 Adopted Budget

Brady Hoffman
Director of Finance
June 10, 2024



Overview

- General Fund
- Food Service Fund
- Community Service Fund
- Debt Service Fund



Budget Process

Jan/Feb – Board reviews 2024-25 budget information

Feb-March – Budget recommendations developed

March-April – Board reviews 2024-25 adjustments

April-May – Finance staff prepares 2024-25 budgets

June – Board reviews and approves 2024-25 budgets

Overall Budget Assumptions

- **Revenue Assumptions:**

- **Basic Formula Allowance** Increase of 2% (\$7,281 per pupil unit) for FY25
 - FY26 and beyond is attached to inflation with a floor of 2% and a cap of 3%
- **COVID-19 Federal Relief Funding** FY24 was the final year these funds were available which results in a large revenue decrease for FY25
- **Enrollment** is the main driver of district revenues
 - Most funding streams are based on the number of students/pupils served
 - Each student served generates a little over \$10,000 in revenue
 - The district has been experiencing declining enrollment for several years and it is expected to continue for several years due to declining birth rates
- **State** provided significant funding increases in FY24. Those increases are still not enough to keep pace with inflation and are not sustainable in the current state budget.

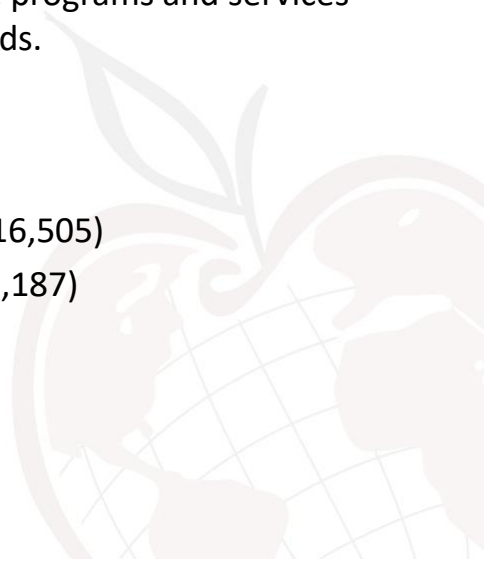
Overall Budget Assumptions

- **Expenditure Assumptions**

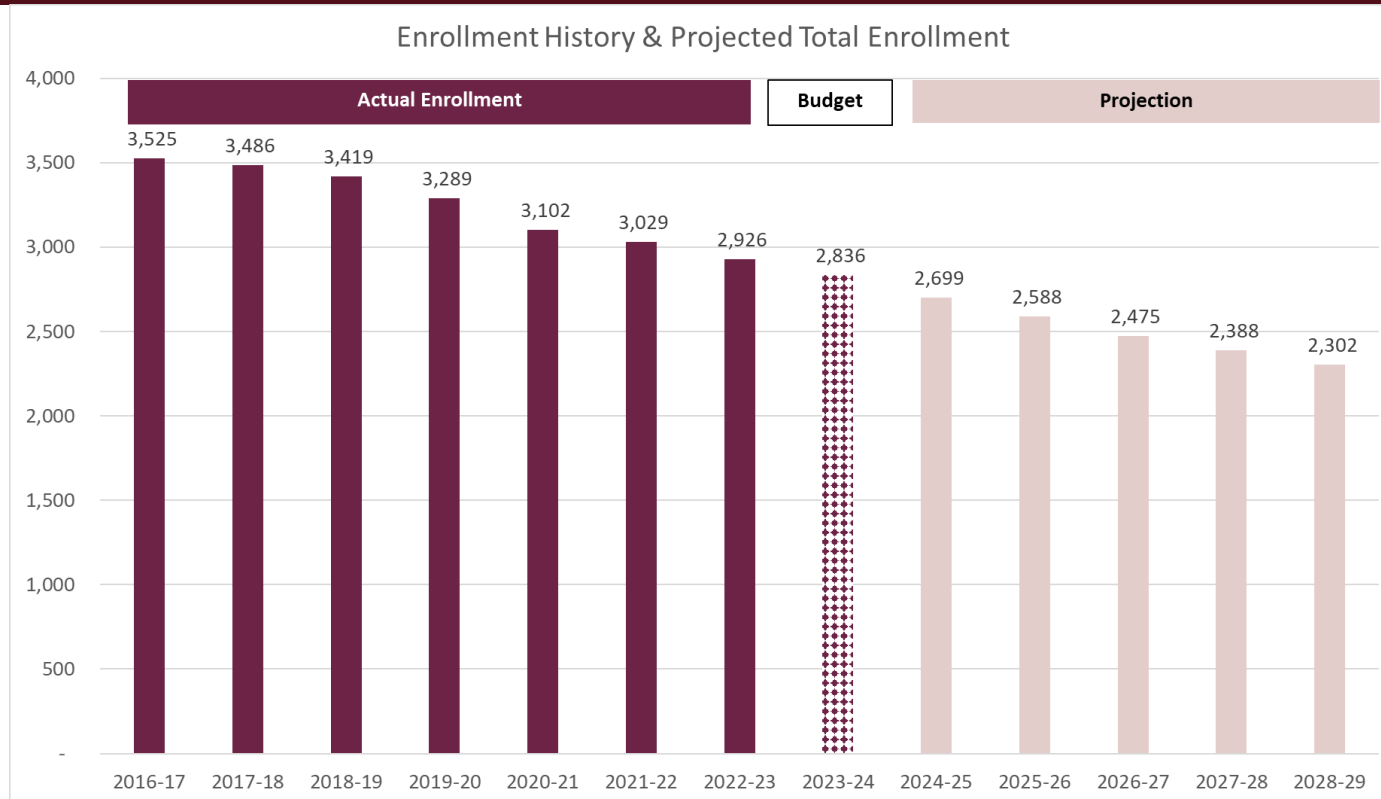
- Salary & Benefits - % increases for known settlements and contract changes. Estimates for any unsettled contracts currently in negotiations. Increases for known benefit changes.
- Class size norms have remained unchanged from the 2023-24 school year
- Non-salary items – Budgets were held constant to the extent possible. Some programs and services were subject to a larger budget increases due to inflation and market demands.

- **Other Variables**

- READ Act Funding
 - Curriculum and Materials Reimbursement - \$39.94/student served (\$116,505)
 - Professional Development/Teacher Compensation - \$36.06/pupil (\$105,187)



Enrollment Projection



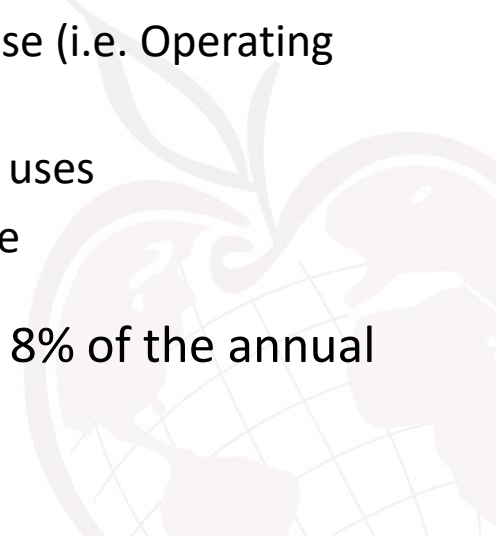
Fund Balance Categories

Fund Balance is the total accumulation of operating surpluses and deficits since the formation of the school district

Categories:

- **Restricted** consists of amounts related to externally imposed constraints such as state statute and funds can only be spent on its specified purpose (i.e. Operating Capital, LTFM, Staff Development, etc)
- **Assigned** consists of internally imposed constraints or intended uses
- **Unassigned** consists of the remaining accumulated fund balance

Fund Balance Policy – minimum unassigned fund balance of 8% of the annual budget



General Fund Summary

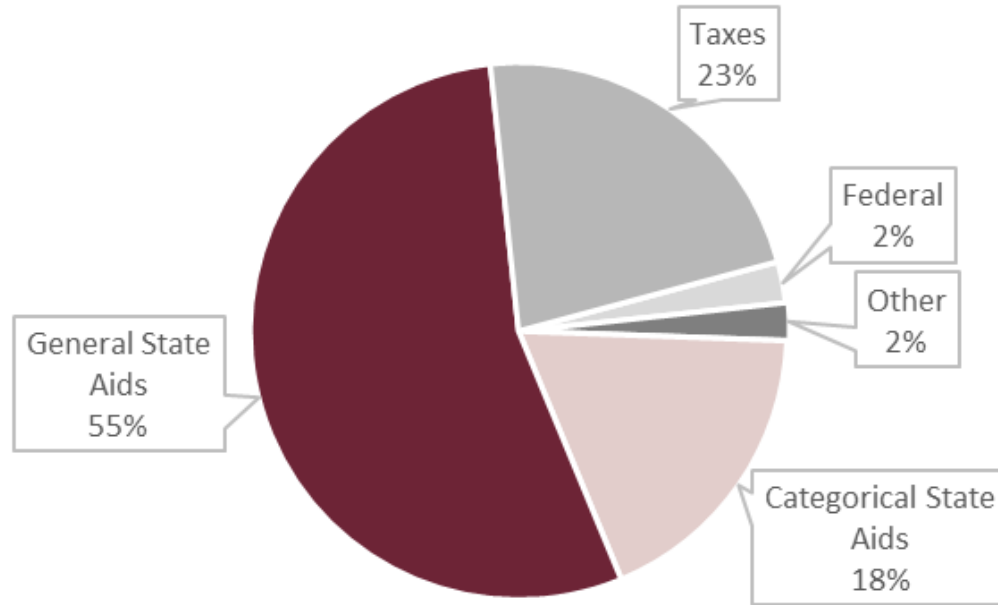
	Actual 2022-23	Revised Budget 2023-24	Projected 2024-25	Projected 2025-26	Projected 2026-27
Enrollment	2,926	2,836	2,699	2,588	2,475
Total Beginning Fund Balance	\$ 8,268,596	\$ 9,689,470	\$ 12,574,334	\$ 12,590,467	\$ 10,364,467
Revenues	47,332,848	53,161,193	50,967,027	50,304,000	49,449,000
Expenditures	45,911,974	50,276,329	50,950,894	52,530,000	54,053,000
Variance (Revenues - Expenditures)	1,420,874	2,884,864	16,133	(2,226,000)	(4,604,000)
Total Ending Fund Balance	\$ 9,689,470	\$ 12,574,334	\$ 12,590,467	\$ 10,364,467	\$ 5,760,467
Unassigned Fund Balance	4,866,863	7,806,258	7,916,000	5,690,000	1,086,000
Unassigned Fund Balance %	10.60%	15.53%	15.54%	10.83%	2.01%

General Fund Proposed Budget

	6/30/2024 Beginning Fund Balance	Adopted Budget		Fund Balance Buildup/(Usage)	6/30/2025 Ending Fund Balance
		2024-25 Revenues	2023-24 Expenditures		
General Fund					
Unassigned	7,806,259	40,240,692	40,130,950	109,742	7,916,001
Assigned	1,910,105	757,380	717,333	40,047	1,950,152
Restricted:					
Student Activities	260,569	225,000	225,000	-	260,569
Gifted & Talented	66,430	38,402	88,215	(49,813)	16,617
Medical Assistance	51,711	100,000	140,000	(40,000)	11,711
Staff Development	130,941	430,161	435,339	(5,178)	125,763
Safe Schools	201,984	105,069	139,837	(34,768)	167,216
Operating Capital	1,093,677	1,182,623	1,287,436	(104,813)	988,864
Long-Term Facilities Maintenance	428,932	1,267,306	1,194,722	72,584	501,516
Capital Projects Levy	299,870	940,514	940,514	-	299,870
Debt Reduction	279,835	28,332	-	28,332	308,167
Flexible Benefits	44,021	200,000	200,000	-	44,021
Total Restricted	2,857,970	9,968,955	10,102,611	(133,656)	2,724,314
Total General Fund	12,574,334	50,967,027	50,950,894	16,133	12,590,467
<i>Unrestricted Fund Balance %</i>	<i>19.33%</i>				<i>19.36%</i>
<i>Unassigned Fund Balance %</i>	<i>15.53%</i>				<i>15.54%</i>

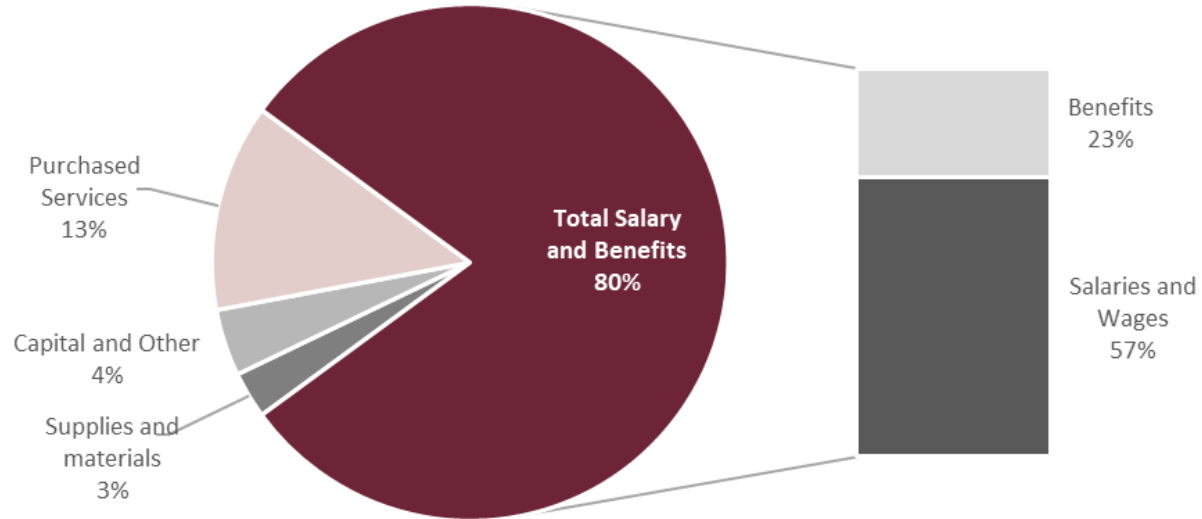
General Fund Revenue by Source

Total Revenues = \$50,967,027



General Fund Expense by Type

Total Expenditures = \$50,935,174



FY25 Nutrition Services

- Fund 02 – Nutrition Services

- Free School Meals for Kids – State will continue to provide reimbursement for breakfast and lunch

Combined State/Federal reimbursement rates – FY24 (FY25 not known at this time)

- Lunch Rate - \$4.475
- Breakfast Rate - \$2.73

- Impacts of inflation:

- Food costs continue to rise
- Wages – Lagging the market



FY25 Community Education

- Fee Structure –routine increases for fee-based programs.
- SAC disabled levy – during COVID we continued to receive SAC disabled levy funds but did not incur expenses.
 - MDE approved a waiver for FY24 related to the 2020-2021 adjustment allowing the district to retain those funds (\$224,850)
 - This waiver was not available for FY25. As a result, there is a negative revenue adjustment related to the 2021-2022 school year of \$135,000.
 - There will be another levy adjustment for FY26 of \$71,000.
- Community Programming covers “Birth to Earth” programming



FY25 – Debt Service

- The debt service fund accounts for the revenues and expenditures for the school district's outstanding bonded indebtedness
- The district is required to levy 105% of the scheduled bond principal and interest payments
- As the fund balance accumulates over time, there is a debt excess fund balance calculation performed by MDE that will reduce future tax levies and return those funds to our taxpayers



Other Funds Summary

	6/30/2024 Beginning Fund Balance	Adopted Budget		Fund Balance Buildup/(Usage)	6/30/2025 Ending Fund Balance
		2024-25 Revenues	2023-24 Expenditures		
General Fund	12,574,334	50,967,027	50,950,894	16,133	12,590,467
Food Service	776,933	2,074,652	2,313,133	(238,481)	538,452
Community Education Restricted:					
Regular Community Education	452,686	1,053,689	1,254,845	(201,156)	251,530
Early Childhood Family Education	104,851	280,462	283,528	(3,066)	101,785
School Readiness	46,572	297,025	265,404	31,621	78,193
Adult Basic Education	56,644	376,179	342,677	33,502	90,146
Restricted for Community Education	2,462	25,000	25,000	-	2,462
Total Community Education	663,215	2,032,355	2,171,454	(139,099)	524,116
Debt Service	713,242	3,239,924	3,225,875	14,049	727,291
Total All Funds	14,727,724	58,313,958	58,661,356	(347,398)	14,380,326

Next Steps

- June 24 - School Board approval of 2024-25 Budgets



South St. Paul
Public Schools



2024-2025 Budgets

First Reading: June 10, 2024
Final Approval: June 24, 2024

District Financial Timeline

South St Paul Public Schools, along with all other Minnesota school districts, operates on a fiscal year from July 1 – June 30. The budget is presented to the School Board for approval each June. Management of the school district’s budget is a process that includes important steps that occur throughout the year. The life cycle of the 2024-25 budget began last fall and will conclude with the final audit scheduled for November 2025.

September 2023	The school board reviewed and approved the preliminary property tax levy for fiscal year 2024-25.
November 2023	The school board reviewed and approved the final 2022-23 audit.
December 2023	The school board reviewed and approved the final property tax levy for fiscal year 2024-25.
January 2024	The school board began the 2024-25 budget planning process by reviewing the 2024-25 budget assumptions and budget projections. The school board approved the 2024-25 Budget Guiding Change Document.
March 2024	The school board reviewed and approved the proposed budget adjustments for 2024-25.
June 2024	The school board will review and approve the 2024-25 budgets.
September 2024	The school board will review and approve the preliminary property tax levy for fiscal year 2025-26.
November 2024	The school board is scheduled to review and approve the final 2023-24 audit.
December 2024	The school board will review and approve the final property tax levy for fiscal year 2025-26.

District Financial Overview

Minnesota school districts are required by law to prepare financial reports and annual budgets. For school districts, these financial reports include the detailed tracking of revenues and expenditures within a structure known as the Uniform Financial Accounting and Reporting Standards (UFARS). The Minnesota Legislature mandated that school districts use the UFARS reporting system. This system allows school districts to meet legislative requirements, establish greater accuracy in reporting, and provide financial accountability of public funds.

A school district's operating budget is comprised of different revenue and expenditure categories called 'funds'. These funds are established within UFARS in accordance with statutory requirements and Generally Accepted Accounting Principles (GAAP). Each fund maintains its own separate revenues, expenditures and fund balances. South St Paul Public Schools currently uses five funds:

Fund #	Fund Title	Common Purpose
01	General	Used to account for the general operating costs, such as educational activities, district instructional and student support programs, student support services, operations and maintenance costs and building and district administration.
02	Food Service	Record financial activities of a school district's food service program. Food service includes activities for the purpose of preparation and service of meals, snacks and milk in connection with school and community service activities.
04	Community Service	Used to record all financial activities of the Community Service program, including Early Childhood Family Education (ECFE), School Readiness, and Adult Basic Education (ABE)
07	Debt Service	Account for revenues and expenditures for a school district's outstanding bonded indebtedness.
20	Internal Service	<p>The Internal Service Fund is used for two purposes:</p> <ol style="list-style-type: none"> 1. Record revenues and expenditures for the district's dental and medical self-insurance programs. 2. Record financial activity related to assets held in a revocable trust to finance the district's OPEB liabilities. <p>Note: No annual budget is required for these funds</p>

SPECIAL SCHOOL DISTRICT NO. 6

ALL FUNDS

Proposed 2024-2025 Budget

	General Fund	Food Service Fund	Comm Serv Fund	Debt Service Fund	TOTAL
Revenue					
Local sources					
Property taxes	\$ 11,477,386	\$ -	\$ 246,794	\$ 3,239,924	\$ 14,964,104
Other	905,357	50,000	856,600	-	1,811,957
State sources	37,076,240	690,370	911,661	-	38,678,271
Federal sources	1,258,044	1,334,282	17,300	-	2,609,626
Total revenue	<u>50,967,027</u>	<u>2,074,652</u>	<u>2,032,355</u>	<u>3,239,924</u>	<u>58,313,958</u>
Expenditures					
Current					
Salaries	29,266,039	595,914	1,464,166	-	31,326,119
Employee benefits	11,435,239	214,019	476,949	-	12,126,207
Purchased services	6,631,812	196,146	150,869	-	6,978,827
Supplies and materials	1,489,814	1,029,019	73,600	-	2,592,433
Other expenditures	116,770	103,035	2,870	-	222,675
Debt service	-	-	-	3,225,875	3,225,875
Capital outlay	2,011,220	175,000	3,000	-	2,189,220
Total expenditures	<u>50,950,894</u>	<u>2,313,133</u>	<u>2,171,454</u>	<u>3,225,875</u>	<u>58,661,356</u>
Net change in fund balances	16,133	(238,481)	(139,099)	14,049	(347,398)
Fund balances					
Beginning of year	<u>12,574,334</u>	<u>776,933</u>	<u>663,215</u>	<u>713,242</u>	<u>14,727,724</u>
End of year	<u>\$ 12,590,467</u>	<u>\$ 538,452</u>	<u>\$ 524,116</u>	<u>\$ 727,291</u>	<u>\$ 14,380,326</u>

General Fund – Fund 01

Budget Assumptions

Revenue

1. Property Taxes – Property taxes are budgeted based on the 2023 Payable 2024 Levy that was approved by the Board of Education on December 11, 2023.
2. Other – The primary source of revenue in this area is participation and admission fees. Revenue is based on the fees approved by the Board of Education. Other sources include the district’s student activities accounts and third party billing revenue.
3. State Sources – The following primary state funding sources have been budgeted:
 - a. General Education Revenue – the budget is based on \$7,281 per pupil unit, which is a 2% increase over the 2023-24 level of \$7,138.
 - b. Compensatory Revenue – the budget is based on the MDE’s entitlement report, which is based on the October 1, 2023 Free/Reduced student count.
 - c. Special Education Revenue – the budget is based on the special education formula and projected operating expenditures.
 - d. Other State Funding – budgets have been projected based on the approved levy, projected enrollment and MDE estimates.
4. Federal Sources – The district receives funding for Title I, Title II, Title III and Special Education. The district has budgeted for all federal programs at a similar or slightly lower level as 2023-24. The additional one-time federal funding received as a result of the COVID-19 Pandemic has been fully spent and is no longer available.
5. Enrollment – The table below shows the actual Average Daily Membership (ADM) for 2022-23, the budgeted ADM for 2023-24 and the projected ADM for 2024-25.

Grade	2022-23 Actual	2023-24 Budget	2024-25 Projected
ECSE (1)	38	53	53
VPK (2)	67	67	80
K-5	1,177	1,134	1,097
6-8	643	604	539
9-12	1,001	978	930
Total	2,926	2,836	2,699

- (1) ECSE = Early Childhood Special Education
- (2) VPK = Voluntary Pre-Kindergarten

Expenditures

1. Salaries and Employee Benefits – Employee compensation is based on current collective bargaining agreements and estimates are used for any contracts that are currently in negotiations.
2. Class Size Norms – Class size norms remain unchanged from the 2023-24 school year and have remained unchanged for several years. Staffing is based on the following class size norms:

Grade	2023-24 Norms	2024-25 Norms
K	20-24	20-24
1	21-25	21-25
2	22-26	22-26
3	23-27	23-27
4	24-28	24-28
5	25-29	25-29
6-8	27-31	27-31
9-12	29-33	29-33

3. Other Budgets – Budgets were held constant to the extent possible. Some budgets for programs and services were subject to a larger budget increase due to inflation, market demands, or previously agreed to agreements.

SPECIAL SCHOOL DISTRICT NO. 6
General Fund
2024-2025

	2022-23 <u>Actual</u>	2023-24 <u>Budget</u>	2024-25 <u>Proposed</u>
Revenue			
Local sources			
Property taxes	\$ 7,905,471	\$ 11,336,382	\$ 11,477,386
Investment earnings	344,998	500,000	250,000
Other	1,197,723	738,832	905,357
State sources	33,952,729	37,223,113	37,076,240
Federal sources	3,931,927	3,362,866	1,258,044
Total revenue	<u>47,332,848</u>	<u>53,161,193</u>	<u>50,967,027</u>
Expenditures			
Current			
Salaries	25,331,899	28,466,945	29,266,039
Employee benefits	10,759,867	11,686,428	11,435,239
Purchased services	6,514,848	6,614,146	6,631,812
Supplies and materials	1,407,199	1,483,027	1,489,814
Other expenditures	185,913	56,770	116,770
Capital outlay	1,712,248	1,969,013	2,011,220
Total expenditures	<u>45,911,974</u>	<u>50,276,329</u>	<u>50,950,894</u>
Net change in fund balances	1,420,874	2,884,864	16,133
Fund balances			
Beginning of year	<u>8,268,596</u>	<u>9,689,470</u>	<u>12,574,334</u>
End of year	<u>\$ 9,689,470</u>	<u>\$ 12,574,334</u>	<u>\$ 12,590,467</u>
Fund Balance %			
Restricted	6.6%	5.7%	5.3%
Assigned	4.0%	3.8%	3.8%
Unassigned	10.6%	15.5%	15.5%
Total	<u>21.2%</u>	<u>25.0%</u>	<u>24.6%</u>

Food Service Fund – Fund 02

Budget Assumptions

Revenue

For the 2023-2024 school year, the district operated under the National School Lunch Program and the School Breakfast Program. On March 17, 2023, Governor Walz signed the Free School Meals bill into law which took effect for the 2023-2024 school year. This legislation provides the reimbursement for a free breakfast and lunch to students who receive meals through their school’s participation in the National School Lunch Program and the School Breakfast Program.

1. Other – Primarily Meal Sales – Primary meals sales are minor in comparison to state and federal funding due to the Free School Meals bill. Primary meal sales consist of ala carte and adult meals.
2. State Sources – State reimbursements are based on the difference between the full federal reimbursement rate and the actual rate generated by our meals served.
3. Federal Sources – Federal reimbursements are based on the 2023-24 National School Lunch Program rates as the 2024-25 rates are not known at this time.

Expenditures

1. Salaries and Employee Benefits – Employee compensation is based on current employment agreements and estimates are used for wage increases and staffing adjustments.
2. Other Costs – Other costs are based on projected supplies, materials and food related costs. Inflation has resulting in larger increases that we have experienced historically.
3. Capital outlay – Capital outlay is budgeted based on expected costs related to equipment replacements in the kitchens.

SPECIAL SCHOOL DISTRICT NO. 6
Food Service Fund
2024-2025

	2022-23 <u>Actual</u>	2023-24 <u>Budget</u>	2024-25 <u>Proposed</u>
Revenue			
Local sources			
Investment earnings	\$ 25,704	\$ -	\$ -
Other - primarily meal sales	364,691	22,827	50,000
State sources	114,995	530,960	690,370
Federal sources	<u>1,586,212</u>	<u>1,384,468</u>	<u>1,334,282</u>
Total revenue	2,091,602	1,938,255	2,074,652
Expenditures			
Current			
Salaries	525,749	576,493	595,914
Employee benefits	193,245	211,359	214,019
Purchased services	170,330	192,300	196,146
Supplies and materials	1,054,507	878,983	1,029,019
Other expenditures	100,877	142,130	103,035
Capital outlay	<u>4,260</u>	<u>25,000</u>	<u>175,000</u>
Total expenditures	<u>2,048,968</u>	<u>2,026,265</u>	<u>2,313,133</u>
Net change in fund balances	42,634	(88,010)	(238,481)
Fund balances			
Beginning of year	<u>822,309</u>	<u>864,943</u>	<u>776,933</u>
End of year	<u>\$ 864,943</u>	<u>\$ 776,933</u>	<u>\$ 538,452</u>
Fund Balance %	<u>42.2%</u>	<u>38.3%</u>	<u>23.3%</u>

Community Service Fund – Fund 04

Budget Assumptions

Revenue

1. Property Taxes – Property taxes are budgeted based on the 2023 Payable 2024 Levy that was approved by the Board of Education on December 11, 2023. The district levies for General Community Education, Early Childhood Family Education (ECFE), Youth Services, Home Visiting and School Age Care – Disabled.
2. Other Sources – Primarily Tuition and Fees – The district collects participation fees in the following areas: Camps and Clinics, Preschool, School Age Care, Youth Development, After School Youth, Senior Citizen Programming and Early Childhood Family Education (ECFE).
3. State Sources – State funding for General Community Education, ECFE and School Readiness are based on Minnesota Department of Education (MDE) projections. State funding for Adult Basic Education (ABE), Childhood Screening and Non-Public Pupil Aid are based on district estimates.

Expenditures

1. Salaries and Employee Benefits – Employee compensation is based on current collective bargaining agreements, independent agreements, and estimates are used for any contracts that are currently in negotiations, anticipated wage increases, and staffing adjustments.
2. Other Costs – Other costs are based on projected supplies, materials and other related costs.

SPECIAL SCHOOL DISTRICT NO. 6
Community Service Fund
2024-2025

	2022-23 <u>Actual</u>	2023-24 <u>Budget</u>	2024-25 <u>Proposed</u>
Revenue			
Local sources			
Property taxes	\$ 514,776	\$ 422,611	\$ 246,794
Investment earnings	28,693	-	-
Other - primarily tuition and fees	819,414	671,466	856,600
State sources	915,611	900,114	911,661
Federal sources	114,520	17,300	17,300
Total revenue	<u>2,393,014</u>	<u>2,011,491</u>	<u>2,032,355</u>
Expenditures			
Current			
Salaries	1,364,245	1,403,339	1,464,166
Employee benefits	517,982	510,885	476,949
Purchased services	222,246	110,075	150,869
Supplies and materials	94,920	48,650	73,600
Other expenditures	1,398	1,270	2,870
Capital outlay	13,368	2,125	3,000
Total expenditures	<u>2,214,159</u>	<u>2,076,344</u>	<u>2,171,454</u>
Net change in fund balances	178,855	(64,853)	(139,099)
Fund balances			
Beginning of year	<u>549,213</u>	<u>728,068</u>	<u>663,215</u>
End of year	<u>\$ 728,068</u>	<u>\$ 663,215</u>	<u>\$ 524,116</u>
Fund Balance Components			
Community Education Programs	\$ 544,784	\$ 455,148	\$ 253,992
Early Childhood Family Education	116,798	104,851	101,785
School Readiness	13,332	46,572	78,193
Adult Basic Education	53,154	56,644	90,146
Total	<u>\$ 728,068</u>	<u>\$ 663,215</u>	<u>\$ 524,116</u>

Debt Service Fund – Fund 07

Budget Assumptions

Revenue

1. Property Taxes – Property taxes are budgeted based on the 2023 Payable 2024 Levy that was approved by the Board of Education on December 11, 2023. The district is required to levy 105% of the scheduled bond principal and interest payments.

Expenditures

1. Principal and Interest – The district makes payments based on the scheduled bond principal and interest payments.
2. Fiscal Charges and Other – The district incurs trustee costs related to the payments on the bonds.

SPECIAL SCHOOL DISTRICT NO. 6
Debt Service Fund
2024-2025

	2022-23 <u>Actual</u>	2023-24 <u>Budget</u>	2024-25 <u>Proposed</u>
Revenue			
Local sources			
Property taxes	\$ 3,021,065	\$ 3,251,821	\$ 3,239,924
Investment earnings	136,534	-	-
Other sources	-	-	-
Total revenue	<u>3,157,599</u>	<u>3,251,821</u>	<u>3,239,924</u>
Expenditures			
Debt Service			
Principal	1,855,000	2,300,000	2,345,000
Interest	1,115,532	1,073,110	874,100
Fiscal charges and other	157,444	6,500	6,775
Total expenditures	<u>3,127,976</u>	<u>3,379,610</u>	<u>3,225,875</u>
Other financing sources (uses)			
Bond Proceeds	9,995,187	-	-
Refunding Bond Payment	(9,920,000)	-	-
Total other financing sources (uses)	<u>75,187</u>	<u>-</u>	<u>-</u>
Net change in fund balances	104,810	(127,789)	14,049
Fund balances			
Beginning of year	<u>736,221</u>	<u>841,031</u>	<u>713,242</u>
End of year	<u><u>\$ 841,031</u></u>	<u><u>\$ 713,242</u></u>	<u><u>\$ 727,291</u></u>

	6/30/2024 Beginning Fund Balance	Adopted Budget		Fund Balance Buildup/(Usage)	6/30/2025 Ending Fund Balance
		2024-25 Revenues	2023-24 Expenditures		
General Fund					
Unassigned	7,806,259	40,240,692	40,130,950	109,742	7,916,001
Assigned:					
ATPPS Program	135,105	757,380	717,333	40,047	175,152
Curriculum & Technology	1,000,000	-	-	-	1,000,000
Staff Development	75,000	-	-	-	75,000
Construction	100,000	-	-	-	100,000
Building Maintenance	200,000	-	-	-	200,000
Technology Replacement	400,000	-	-	-	400,000
Assigned	1,910,105	757,380	717,333	40,047	1,950,152
Restricted:					
Student Activities	260,569	225,000	225,000	-	260,569
Gifted & Talented	66,430	38,402	88,215	(49,813)	16,617
Career & Tech Program	-	64,336	64,336	-	-
Learning & Development	-	553,679	553,679	-	-
Basic Skills	-	4,833,533	4,833,533	-	-
Medical Assistance	51,711	100,000	140,000	(40,000)	11,711
Staff Development	130,941	430,161	435,339	(5,178)	125,763
Safe Schools	201,984	105,069	139,837	(34,768)	167,216
Operating Capital	1,093,677	1,182,623	1,287,436	(104,813)	988,864
Long-Term Facilities Maintenance	428,932	1,267,306	1,194,722	72,584	501,516
Capital Projects Levy	299,870	940,514	940,514	-	299,870
Debt Reduction	279,835	28,332	-	28,332	308,167
Flexible Benefits	44,021	200,000	200,000	-	44,021
Total Restricted	2,857,970	9,968,955	10,102,611	(133,656)	2,724,314
Total General Fund	12,574,334	50,967,027	50,950,894	16,133	12,590,467
<i>Unrestricted Fund Balance %</i>	19.33%				19.36%
<i>Unassigned Fund Balance %</i>	15.53%				15.54%
Food Service					
Nonspendable	13,875	-	-	-	13,875
Restricted	763,058	2,074,652	2,313,133	(238,481)	524,577
Total Food Service	776,933	2,074,652	2,313,133	(238,481)	538,452
Community Education					
Restricted:					
Regular Community Education	452,686	1,053,689	1,254,845	(201,156)	251,530
Early Childhood Family Education	104,851	280,462	283,528	(3,066)	101,785
School Readiness	46,572	297,025	265,404	31,621	78,193
Adult Basic Education	56,644	376,179	342,677	33,502	90,146
Restricted for Community Education	2,462	25,000	25,000	-	2,462
Total Community Education	663,215	2,032,355	2,171,454	(139,099)	524,116
Debt Service					
Restricted:					
General Debt Service	713,242	3,239,924	3,225,875	14,049	727,291
Total Debt Service	713,242	3,239,924	3,225,875	14,049	727,291
Total All Funds	14,727,724	58,313,958	58,661,356	(347,398)	14,380,326



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: June 10, 2024
Place on Agenda: Work Session
Action Requested: None. Review and Discussion Only
Attachment:

Topic: Public Relations and Community Engagement
Presenter(s): School Board Members
School Board members will engage in conversation regarding opportunities to partner with the students, staff, and families of South St. Paul Public Schools, as well as the greater South St. Paul community, to continue moving the District’s mission and vision forward.
Recommendation: N/A
Alternatives: N/A

Passionate Learners Positively Changing Our World



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: June 10, 2024
Place on Agenda: Work Session
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● AMSD● Community Education● Educational Foundation● Finance, Facilities, and Long-Range Planning● Local Issues● Policy● SSP Open Foundation● Superintendent Executive
Recommendation: N/A
Alternatives: N/A