



South St. Paul School Board - Work Session

Monday, September 14, 2026 5:00 PM

District Office, 104 - 5th Avenue South, South St Paul, Minnesota 55075

I. SCHOOL BOARD APPRECIATION MONTH

II. FINANCE

II.A. Preliminary Levy

III. POLICY

III.A. Memorial Policy Draft (K. Humann)

IV. SCHOOL BOARD

IV.A. 2-Year Board Agenda (L Brandecker)

IV.B. School Board Professional Development (K. Humann)

IV.C. Public Relations and Community Engagement (Board)

IV.D. Committee Updates (Board)

- District 917
- AMSD
- Community Education
- Educational Foundation
- Finance, Facilities and Long-Range Planning
- Local Issues
- Policy
- SSP Open Foundation
- Superintendent Executive

IV.E. Other Items Deemed Necessary by the School Board



School Board Agenda Item

Date: September 14, 2026

Place on Agenda: Work Session

Action Requested: None.

Attachment:

Topic: School Board Appreciation Month
Presenter(s): Dr. Brian Zambreno, Superintendent
Background: Each September, the Minnesota School Boards Association recognizes Minnesota School Board Recognition Month, an opportunity to honor the dedicated individuals who serve their communities and help guide the work of public education across the state. The 2026 theme, “Minnesota School Boards help Minnesota Kids Rise,” highlights the important role school board members play in supporting students, schools, and communities. As part of this recognition, South St. Paul Public Schools will take a few moments to thank our School Board members for their leadership, service, and commitment to our students, staff, families, and community. Their work extends well beyond Board meetings and includes thoughtful governance, advocacy, community engagement, and collaboration with district leadership to help ensure every student has opportunities to learn, grow, and succeed. We are grateful for the time, perspective, and dedication each Board member brings to serving our Packer community.
Recommendation: N/A
Alternatives: N/A

Date: September 8, 2025

Place on Agenda: Work Session

Action Requested: Informational

Attachment: Draft 2026 Payable 2027 Levy Limitation and Certification

Topic: Draft 2026 Payable 2027 Levy Limitation and Certification

Presenter(s): Ra Chhoth, Executive Director of Finance and Operations

Background:

Attached is the preliminary 2026 Payable 2027 Levy Limitation and Certification information for South St. Paul Public Schools.

At the September 28th regular Board meeting, administration will ask the Board of Education to approve the preliminary levy at the **maximum amount authorized by the Minnesota Department of Education (MDE)**.

The current MDE first-run calculation reflects a total preliminary levy of **\$14,401,710**, compared with **\$15,228,618** for Payable 2026, representing a preliminary decrease of approximately **\$826,908, or 5.4%**. The General Fund portion is currently projected to increase by approximately **\$298,276**, while the General Debt Service Fund is projected to decrease by approximately **\$1,061,866**, which is the primary driver of the overall levy decrease.

These figures should be considered preliminary. This is MDE's first levy calculation run, and MDE continues to update data, formulas, and levy components statewide. District staff are also reviewing the calculation and working through additional adjustments. As a result, the levy amounts may change between preliminary certification and final certification in December

Below is the levy limitation draft timeline for the Payable 2027 Levy:

- September 28 - Board of Education approved preliminary levy
- September 30 - Levy due to Dakota County and the Minnesota Department of Education
- Mid-November - Dakota County mailed proposed property tax statements to South St Paul property owners
- December 28 - Board of Education holds Public Hearing for Taxes Payable in 2027 and approves the final payable 2026 levy certification

During the regular meeting, we will hold the Public Hearing for Taxes Payable in 2027. We will make a presentation of the levy and provide the required information on:

- Payable 2027 property tax levy and reasons for the change in levy
- After the presentation, the public will be able to make comments regarding the levy

Recommendation:

Administration recommends approval of the Payable 2027 Levy at Maximum.

Alternatives:

Do not approve and direct administration with next steps.

Minnesota Department of Education
Levy Limitation and Certification
2026 Payable 2027

Summary sheet will match the 2026 Payable 2027 Levy Limitation and Certification Report from Pages 31-39

District Number (1.2 for Minneapolis)

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District Name

SOUTH ST. PAUL PUBLIC SCHOOL DIST.

Summary Certification Page (Page 30)

	Current Levy Report	Pay 26 Report	DIFFERENCE FROM LAST RUN
General Fund (GEN) - Referendum Market Value (RMV) Voter	6,000,878	5,627,938	372,940
GEN - RMV Other	2,180,376	2,215,477	(35,100.99)
GEN - Net Tax Capacity (NTC) Voter	1,129,346	1,097,731	31,615
GEN - NTC Other	2,294,684	2,365,861	(71,177)
Community Service	372,451	435,769	(63,319)
GEN Debt - Voter	2,423,975	3,485,841	(1,061,866)
GEN Debt - Other	-	-	-
Other Postemployment Benefits (OPEB) Debt - Voter	-	-	-
OPEB Debt - Other	-	-	-
Total Levy Category	14,401,710	15,228,618	(826,908)
General Fund	11,605,284	11,307,008	298,276
Community Services Fund	372,451	435,769	(63,319)
General Debt Services Fund	2,423,975	3,485,841	(1,061,866)
OPEB/Pension Debt Service Fund	-	-	-
Total by Fund	14,401,710	15,228,618	(826,908)
Referendum Market Value (RMV)	8,181,254	7,843,416	337,839
Net Tax Capacity (NTC)	6,220,456	7,385,202	(1,164,746)
Total by Tax Base	14,401,710	15,228,618	(826,908)
Voter Approved	9,554,199	10,211,510	(657,311)
Other	4,847,511	5,017,108	(169,597)
Total by Truth in Taxation (TNT) Category	14,401,710	15,228,618	(826,908)

General Referendum Market Value Voter Approved (Page 32A)

	Current Levy Limit	Pay 25 Report	DIFFERENCE FROM LAST RUN
1st Tier RMV Referendum (REF)	1,218,632	1,255,432	(36,800)
2nd Tier RMV REF	3,213,480	3,182,930	30,550
Unequalized RMV REF	1,297,048	1,285,289	11,759
FY 2027 1st Tier RMV REF Adjustment	(460)	-	(460)
FY 2027 2nd Tier RMV REF Adjustment	(16,171)	11,369	(27,540)
FY 2027 Unequal RMV Adjustment	69,371	18,645	50,726
FY 2027 Tax Base Replacement Aid (TBRA) Allocation Adjustment	-	-	-
FY 2027 REF Hold Harmless Adjustment	-	-	-
FY 2025 1st Tier RMV Adjustment	47,454	(29,767)	77,220
FY 2025 2nd Tier RMV Adjustment	109,375	(66,295)	175,671
FY 2025 Unequal RMV Adjustment	62,150	(29,664)	91,813
FY 2025 TBRA Allocation Adjustment	-	-	-
FY 2025 REF Hold Harmless Adjustment	-	-	-
Other RMV REF Adjustment	-	-	-

RMV REF Net Offset Adjustment	-	-	-
REF RMV Taconite Adjustment	-	-	-
Page 32A Total	6,000,878	5,627,938	372,940

General Referendum Market Value Other (Page 32B)

	Current Levy Limit	Pay 25 Report	DIFFERENCE FROM LAST RUN
1ST TIER LOCAL OPTIONAL	771,923	812,581	(40,658)
2ND TIER LOCAL OPTIONAL	1,123,261	1,157,181	(33,920)
EQUITY	180,642	212,878	(32,235)
TRANSITION	77,330	79,665	(2,335)
FY 2027 LOR TIER 1 ADJUST	5,409	-	5,409
FY 2027 LOR TIER 2 ADJUST	(424)	-	(424)
FY 2027 EQUITY ADJUST	1,116	178	938
FY 2027 TRANSITION ADJUST	(29)	-	(29)
FY 2027 LOR TIER 1 TBRA ADJUST	-	-	-
FY 2027 LOR TIER 1 HOLD HARM ADJUST	-	-	-
FY 2025 LOR TIER 1 ADJUST	(33,663)	(6,541)	(27,121)
FY 2025 LOR TIER 2 ADJUST	43,740	(27,437)	71,177
FY 2025 EQUITY ADJUST	8,060	(11,138)	19,198
FY 2025 TRANSITION ADJUST	3,011	(1,889)	4,900
FY 2025 LOR TIER 1 TBRA ADJUST	-	-	-
FY 2025 LOR TIER 1 HOLD HARMLESS	-	-	-
OTHER ADJUSTMENT	-	-	-
GENL OTHER RMV NET OFFSET	-	-	-
GEN OTHER RMV TACONITE ADJ	-	-	-
Page 32B Total	2,180,376	2,215,477	(35,101)

General Net Tax Capacity Voter (Page 33)

	Current Levy Limit	Pay 25 Report	DIFFERENCE FROM LAST RUN
Capital Project Referendum	1,129,346	1,097,731	31,615
Other NTC REF Adjustment	-	-	-
NTC Voter NET Offset Adjustment	-	-	-
Capital Project Taconite Adjustment	-	-	-
Page 33 Total	1,129,346	1,097,731	31,615

Student Achievement (GenEd)	-	-	-
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General Net Tax Capacity Other Part 1 (Page 34)

	Current Levy Limit	Pay 25 Report	DIFFERENCE FROM LAST RUN
Operating Capital	334,611	327,083	7,528
Alternative (Alt) Teacher Compensation	248,101	242,287	5,814
Integration	161,815	161,163	652
FY 2027 Reemployment Insurance	24,309	38,404	(14,095)
Safe Schools	95,371	98,251	(2,880)
Intermediate Safe Schools	39,738	40,938	(1,200)
Judgment	-	-	-
Ice Arena	-	-	-
FY 2027 Career Technical	165,571	165,571	-
FY 2026 Annual Other Postemployment (OPEB)	-	-	-

Long-Term Facilities Equalized	595,388	627,015	(31,627)
Long-Term Facilities Unequalized	-	17,594	(17,594)
Disabled Access	-	-	-
Building/Land Lease	510,194	647,377	(137,183)
Cooperative Building Repair	-	-	-
Other Capital (Memo)	-	-	-
Consolidation/Transition	-	-	-
Reorganization Operating Debt	-	-	-
FY 2027 Health Benefits	-	-	-
Additional Retirement	-	-	-
Severance	-	-	-
Administrative District	-	-	-
Swimming Pool	-	-	-
Tree Growth	-	-	-
Consolidation/Retirement	-	-	-
Economic Development Abatement	-	-	-
Other General (Memo)	-	-	-
Page 34 Total	2,175,097	2,365,683	(190,586)

General Net Tax Capacity Other Part 2 (Page 35)

	Current Levy Limit	Pay 25 Report	Difference From Last Run
FY 2027 Operating (OPER) Capital Adjustment	573	543	30
FY 2025 OPER Capital Adjustment	566	737	(172)
FY 2027 Alternative Teacher Compensation Adjustment	7,326	5,177	2,149
FY 2025 Alternative Teacher Compensation Adjustment	-	-	-
FY 2027 Integration Adjustment	11,761	(371)	12,132
FY 2025 Integration Adjustment	(4,498)	(12,954)	8,457
FY 2025 Reemployment Adjustment	25,707	15,456	10,251
FY 2025 Safe Schools Adjustment	2,015	(1,006)	3,021
FY 2025 Safe Schools Intermediate Adjustment	840	(419)	1,259
FY 2025 Career Technical Adjustment	(29,910)	-	(29,910)
FY 2025 Health Benefits Adjustment	-	-	-
FY 2025 Annual OPEB Adjustment	-	-	-
FY 2027 Long-Term Facilities Maintenance (LTFM) Equality Adjustment	40,067	(3)	40,070
FY 2027 LTFM Unequalized Adjustment	-	-	-
FY 2027 H&S Rebate Adj	-	-	-
FY 2026 LTFM Equalization Adjustment	19,149	-	19,149
FY 2026 LTFM Unequalization Adjustment	-	-	-
FY 2025 LTFM Equalization Adjustment	24,210	(3,950)	28,160
FY 2025 LTFM Unequalization Adjustment	-	-	-
Page 35 Total	97,807	3,210	94,597

General Net Tax Capacity Other Part 3 (Page 36)

	Current Levy Limit	Pay 25 Report	Difference From Last Run
Pay 24 Lease Adjustment	7,488	(4,190)	11,678
Lease Adjustment (Memo)	-	-	-
Other Capital Adjustment (Memo)	-	-	-
FY 2028 Facilities and Equipment Bond Adjustment	-	-	-
Economic Development Abatement Adjustment	-	-	-
Debt Surplus Transfer	-	-	-

Other General Adjustment (Memo)	-	(1,756)	1,756
Abatement Adjustment	5,952	3,026	2,926
Carry-Over Abatement Adjustment	-	-	-
Advance Abatement Adjustment	8,340	(111)	8,451
GEN Other Net Offset Adjustment	-	-	-
GEN Other Taconite Adjustment	-	-	-

Page 36 Total	21,780	(3,031)	24,812
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Total General - NTC Other Community Service (Page 37)	2,294,684	2,365,861	(71,177)
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	Current Levy Limit	Pay 25 Report	DIFFERENCE FROM LAST RUN
Basic Community Education	102,615	100,135	2,480
Early Child Family	58,837	56,693	2,144
Home Visiting	2,427	2,275	153
Adult with Disabilities	-	-	-
School-Age Care	250,000	236,000	14,000
Other Community Education (Memo)	-	-	-
FY 2027 Early Child Adjustment	722	(6,164)	6,886
FY 2025 Home Visiting Adjustment	(381)	51	(432)
FY 2025 School-Age Care Adjustment	(42,001)	46,699	(88,699)
Adults with Disability Adjustment	-	-	-
Other Adjustment (Memo)	-	-	-
Abatement Adjustment	58	103	(45)
Carry-Over Abatement Adjustment	-	-	-
Advance Abatement Adjustment	173	(22)	196
Community Service NET Offset Adjustment	-	-	-
Community Service Taconite Adjustment	-	-	-
Page 37 Total	372,451	435,769	(63,319)

Debt Service Voter Approved (Page 38A)

	Current Levy Limit	Pay 25 Report	DIFFERENCE FROM LAST RUN
Debt Service - Aid Eligible	2,419,778	3,485,003	(1,065,225)
Debt Service - Aid Ineligible	-	-	-
Natural Disaster Debt	-	-	-
Reduction for Debt Excess - Voter	-	-	-
Other Adjustment (Memo) - Voter	-	-	-
Abatement Adjustment	1,825	936	889
Carry-Over Abatement Adjustment	-	-	-
Advance Abatement Adjustment	2,372	(98)	2,470
General Debt Service (GDS)-Voter -Net Offset Adjustment	-	-	-
GDS Voter Max Effort Adjustment	-	-	-
GDS Voter Taconite Adjustment	-	-	-
Page 38A Total	2,423,975	3,485,841	(1,061,866)

Debt Service Other (Page 38B)

	Current Levy Limit	Pay 25 Report	DIFFERENCE FROM LAST RUN
Debt Service - Aid Eligible	-	-	-
Debt Service - Aid Ineligible	-	-	-
Long-Term Facilities Debt Service	-	-	-
FY 2027 LTFM Debt Service Adjustment	-	-	-

FY 2026 LTFM Debt Service Adjustment	-	-	-
FY 2025 LTFM Debt Service Adjustment	-	-	-
Reduction for Debt Excess - Other	-	-	-
Other Adjustments (Memo) - Other	-	-	-
Abatement Adjustment	-	-	-
Carry-Over Abatement Adjustment	-	-	-
Advance Abatement Adjustment	-	-	-
GDS-Other -Net Offset Adjustment	-	-	-
GDS Other Max Effort	-	-	-
GDS Other Taconite Adjustment	-	-	-
Page 38B Total	-	-	-

OPEB/Pension Debt Service Voter (Page 39A)

	Current Levy Limit	Pay 25 Report	DIFFERENCE FROM LAST RUN
Initial OPEB Debt Service - Voter	-	-	-
Reduction for Debt Excess - Voter	-	-	-
Other Adjustment (Memo) - Voter	-	-	-
Abatement Adjustment	-	-	-
Carry-Over Abatement Adjustment	-	-	-
Advance Abatement Adjustment	-	-	-
OPEB Debt Voter Net Offset Adjustment	-	-	-
OPEB Voter Taconite Adjustment	-	-	-
Page 39A Total	-	-	-

OPEB/Pension Debt Service Other (Page 39B)

	Current Levy Limit	Pay 25 Report	DIFFERENCE FROM LAST RUN
Initial OPEB Debt Service - Other	-	-	-
Reduction for Debt Excess - Other	-	-	-
Other Adjusmtment (Memo) - Other	-	-	-
Abatement Adjustment	-	-	-
Carry-Over Abatement Adjustment	-	-	-
Advance Abatement Adjustment	-	-	-
OPEB Debt Other Net Offset Adjustment	-	-	-
OPEB Other Taconite Adjustment	-	-	-
Page 39B Total	-	-	-

Total Levy	14,401,710	15,228,618	(826,908)
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Date: Monday, September 14, 2026

Place on Agenda: Work Session

Action Requested: None, Information Only

Attachment: None

Topic: Memorial Policy
Presenter(s): Kim Humann, Board Chair
Background: As the governing body of South St. Paul Public Schools, one of the School Board’s responsibilities is to develop and maintain policies that guide the operations and decisions of the school district. At this time the Board is considering establishing a memorial policy, which will establish a process for considering requests to recognize or memorialize individuals who have made a meaningful impact on our schools and community. The School Board will review a draft memorial policy proposed by the Policy Committee and consider whether revisions are needed to provide greater clarity, consistency, and equity in how future memorial requests are considered. The discussion will provide an opportunity for the Board to consider the purpose of district memorials, appropriate criteria for recognition, the types and duration of memorials that may be permitted, and a consistent process for reviewing requests. The goal of this work is to establish a thoughtful and sustainable approach that allows the district to honor meaningful contributions while ensuring decisions are made consistently and in the best interests of the school community.
Recommendation: N/A
Alternatives: N/A

Policy Number - not MSBA drafted/aligned

700 series - non-instructional operations

800 Series - Building sites

900 Series - School District and Community Relations

POLICY NAME: Memorial Policy

I. PURPOSE

It is recognized that the loss of a member of the school community is deeply felt by students, staff, and families. The purpose of this policy is to provide the South St. Paul Schools community with guidance as they navigate through making appropriate memorial decisions.

In the immediate aftermath of a crisis or death it can be difficult to take into consideration the potential implications for students, staff, families and the community, this policy will help connect people to appropriate school and community resources and provide a process for memorial decision-making that has been Board-approved.

II. GENERAL STATEMENT

In recognition that schools are designed primarily to support learning, school sites should not serve as the main venue for the memorializing of students or staff. When responding to a student or staff death, South St. Paul Public Schools will:

- 1) ensure that school operations function as they normally would,
- 2) protect the family's preferences as much as possible,
- 3) consider the developmental age of students and potential impact,
- 4) create space for all grief responses (normalcy, individual support, and community support), and
- 5) minimize secondary trauma or re-traumatization to students and/or staff who have low risk of a grief reaction.

III. DEFINITIONS

- A. "Memorials" are objects, activities, or donations to remember an event or deceased person(s).
- B. "Temporary Memorials" are short term objects or activities to remember an event or deceased person(s).

- C. "Living Memorials" for deceased students and staff are gifts to the district and will be limited to endowments, scholarships, or items with educational significance such as books, artwork, and instructional equipment.
- D. "Permanent Memorials" are long term objects, structures, or locations to remember an event or deceased person(s).
- E. "Trauma" is a psychological, emotional response to a deeply distressing or disturbing event that overwhelms an individual's ability to cope, causes feelings of helplessness, diminishes their sense of self and their ability to feel a full range of emotions and experiences.

IV. MEMORIALS GUIDELINES

- A. Memorial activities expressed at school need to be coordinated and approved by building and district administration as overseen by the Superintendent to best meet the overall needs of students, staff, parents and the community as a whole.
 - a. Administrators will assist families and students in selecting memorial activities that are appropriate for school and assist students and staff in healthy bereavement. By whenever possible, communicating with the student's friends and coordinating memorialization with the family in the interest of identifying a meaningful, safe approach to acknowledging the loss. Making sure to be sensitive to the cultural needs of the deceased and family.
- B. "Temporary memorials" as approved, may be displayed within the school building or on school grounds until the day of the funeral, or within one week following the death, after which time they will be offered to the family by designated district officials.
 - a. Memorials displayed by individual students or staff in school ground (outside of the school building) are also limited to one week following the death
 - b. Allowable temporary memorials include: notes, cards, flowers, pictures, and banners only allowed in locations designated and monitored by school officials.
 - c. Memorials that spontaneously arise should be transferred to the designated area.
 - d. Temporary memorials cannot alter district owned property.
 - e. It is further recognized that building administration does have a certain amount of discretion in these situations to make professional judgements, in consultation with the superintendent, to best meet the overall needs of students, staff, parents and the community as a whole.

- C. "Permanent Memorials" or "Living Memorials" for deceased students and staff will be limited to endowments, scholarships, gifts, donations, or items with educational significance.
- a. Schools and district departments will not approve physical memorials for staff persons, students or community members at schools or district sites. An appeal can be made to the School Board.
 - b. Scholarship and endowment memorials may be established one time, or in the form of a perpetual gift, with a description of the purpose of the endowment or scholarship.
 - c. Memorials may not include the retirement, alteration, or discontinued use of school property.
 - d. Examples of acceptable gifts include donation (tangible or financial) to a program, school, activity, or the South St. Paul Educational Foundation.
 - e. Examples of unacceptable gifts include: a picture of the deceased to be displayed in the school, a permanent marker memorializing the deceased person, artwork, benches, trees, plants.
 - f. Permanent or Living Memorials may be removed or altered at the discretion of the School Board.
- D. Other possible memorial activities include:
- a. Yearbook. A student who has died may be acknowledged in the yearbook the year the death occurred with parent/guardian approval. Information shall be limited to the student's name, photo, dates of birth and death, and school activities in which the student participated.
 - i. In the event a student passes away in the summer between school years, the student's picture may be included, with permission of the family, in the next school year's yearbook provided the student was enrolled at that school location at the conclusion of the previous year.
 - ii. If a current school photo is not available, a picture of similar size will be requested from the family by the school principal.
 - iii. The picture may be placed in the yearbook where it normally would have been or a memorial page may be considered in consultation with the building and district administration.
 - b. Commemorative Events. A commemorative event may be established and held in the name of the deceased student or staff member.

- i. Activities cannot be held during the school day, and should be sponsored by a class, club, or activity in which the deceased student or staff member participated.
 - ii. Advertisement or promotion of commemorative events must occur outside the school day.
- c. Graduation Recognition.
 - i. One symbol representing deceased members of a graduation class, such as a plant or a bouquet of flowers, may be present at commencement and an acknowledgement will be placed in the graduation program indicating the arrangement is in honor of those who may have previously died.
 - ii. An honorary diploma for deceased members of a graduating class may be presented to a family member if coordinated with the family.

V. PROHIBITED MEMORIAL ACTIVITIES

- A. South St. Paul Public Schools prohibits public memorial activities during the school day or during school-sponsored activities.
- B. No school district funds may be spent on memorials or for the maintenance of existing memorials.
- C. Selling and/or fundraising of memorial items during the school day is prohibited.
- D. Proceeds from district events or contests cannot be donated to agencies for memorialization.
- E. School district facilities will not be used for formal memorial services or funerals. However, district administration has the discretion to consider events that utilize district facilities when the traumatic event has a significant impact on a majority of students, staff, and community (natural disaster, 9/11, etc.)
- F. Formal, school-wide recognition of anniversary dates will not occur.
- G. If the death of a student or staff member occurred in a public location accessible by community members, such as a crash site, district staff will not provide memorial monitoring.

VI. MEMORIALS AFTER SUICIDE

- A. South St. Paul Public Schools strives to respond to all student deaths in the same way and acknowledges that having a different approach for a student who dies by suicide may reinforce prejudice associated with suicide and may be deeply painful to the student's family and friends.
- B. However, South St. Paul Public Schools recognizes that memorials after suicide may glamorize death and communicate suicide as an appropriate or desired response to stress. Schools can play an important role in channeling the energy and passion of the students (and greater community) in a positive direction, balancing the community's need to grieve with the impact that the proposed activity will likely have on students, particularly on those who might be vulnerable to suicide contagion. Therefore, careful and deliberate consideration will be given when determining approved memorial activities.

VII. EXISTING MEMORIALS

- A. Existing memorials established prior to the implementation of this policy will remain intact.
- B. The district reserves the right to remove a memorial if it is not or cannot be maintained or is contrary to the overall educational needs of students.
- C. The School Board must be notified prior to an existing memorial being reconfigured, relocated, or removed.

VIII. POLICY DISSEMINATION AND RELATED MATERIALS

- A. This policy will be available to the public on the district website.
- B. This policy will be reviewed every three years by the school board, district and building administration, to ensure it continues to further the stated purpose.
- C. Persons who have questions, comments or concerns should contact the District Office.

REFERENCES:

Policy 706 (Acceptance of Gifts)
Policy 801 (Equal Access to School Facilities of Secondary Schools)
Policy 806 (Crisis Management Policy)
Policy 801.1 (Naming of Facilities)

Date: September 14, 2026

Place on Agenda: Work Session

Action Requested: None. Discussion Only

Attachment: 2-Year Board Agenda

Topic: 2-year Board Agenda
Presenter(s): Lisa Brandecker, Manager of Administrative Services and Communications
Background: The 2-Year Board Agenda serves as a strategic roadmap for the School Board’s governance work, providing a clear and intentional framework for the priorities, responsibilities, and areas of focus that will guide the Board over the next two years. As the Board develops this agenda, it will consider its recent self-evaluation and established Board goals, while also ensuring alignment with the district’s strategic priorities and the Superintendent’s goals and evaluation. Together, these tools help create a connected approach to governance, leadership, accountability, and continuous improvement. To make this work thoughtful and manageable, the Board will develop the 2-Year Board Agenda over a series of work sessions, focusing on one section at a time. At the August 24 Work Session, the Board will begin by reviewing the purpose and structure of the 2-Year Board Agenda and then focus specifically on the Board Self-Governance section. Board members will review each area, consider what is already established through their self-evaluation and goals, and determine the priorities and work to carry forward over the next two years. Subsequent work sessions will follow a similar process with the remaining sections, allowing the Board to thoughtfully build a cohesive 2-Year Board Agenda over time.
Recommendation: N/A
Alternatives: N/A

Mission: Engage. Educate. Empower!

Vision: Nurturing an inclusive Packer community of lifelong learners!

Key Board Roles	2026 - 27 SY
Board Self-Governance	- Review and Set Board 2-Year Agenda (June/ongoing) - Update and Review, School Board Handbook (June) - Complete, End of Year Board Self-Evaluation (June) - Establish, Board Self-Evaluation Tool with Areas of Focus (June/July) Board/officer transition planning (November/December) - Mid-Year Check-in on Board Self-Evaluation (December) School Board Organization (December/January) Recruit candidates for BoE election (April) - School Board Professional Development Best Practices in Governance (semi-annually) and MSBA Learning to Lead Workshop Series
District Policy	Review/approve District Policies on a three-year cycle, with the exception of designated policies that require annual review.
Superintendent Relations	Establish, Superintendent Goals (June/July) - Mid-year check-in on Superintendent Goals (December/January) - Conduct/Report, Superintendent Evaluation (June) - Short and Long-Term Succession planning (ongoing) - One-on-One Meetings with the Superintendent (Semi-Annual)
Engagement	- Establish and maintain a Community Engagement Calendar Student Leadership Group Engagement (i.e. Affinity, Student Council, Athletic Captains, etc.) Recruit Engagement for District Committees (September) Legislative Advocacy and Strategic Priorities (On-Going) - Expand Partnerships with City, Community and Businesses

Excellence in Management

Review means work session agenda item

Report means on air at regular business meeting

Approve means approval at the regular business meeting

Quality in Action means showcasing schools, departments, and programs during regular business meeting

July

Work Session

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Work Session/Business Meeting

- **QIA: Ed Services/Student Services:** Summer Academies and Extended School Year
- **QIA:** Donation Recognition for Ed Foundation, SSP Open Foundation, SSP Lions
- **Report: Student Services:** Cardiac Emergency Response Plan

August

Work Session

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Work Session/Business Meeting

- **QIA: Superintendent:** Back-to-School Highlights from Principals
- **Human Resources:** Review/Approve, [Health Insurance Contract](#)
- **Human Resources:** Review/Approve, [Health and Dental rates](#)

September

Work Session

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Work Session/Business Meeting

- **QIA: Superintendent:** Kaposia Education Center
- **Finance:** Review/Approve, [Preliminary Property Tax Levy](#)
- **Educational Services:** Report, State Assessment Data

Excellence in Management

Review means an update at the work session

Report means on air at the regular business meeting

Approve means approval at the regular business meeting

Highlight means items for Friday Update

October

Work Session

- **Superintendent:** Report, Score Card Introduction
-

Work Session/Business Meeting

- **QIA:** Lincoln Center
- **Finance:** Federal Funds Micro Purchasing Threshold
- **Educational Services:** Report, CACR and A&I Report: [Student Achievement Results](#)
- **Human Resources:** Approve, [Resolution for Board Member\(s\) as substitute](#)

November

Work Session

- Elementary/ Literacy Teaching & Learning (Scott)
-

Work Session/Business Meeting

- **QIA: Student Services:** Report, Introduction to Student Services Dept. and Continuum of SPED Services Offered in SSPPS (Birth to 22)
- **Finance:** Review/Report, [Enrollment Update on Enrollment Options and Demographics](#)
- **Educational Services:** Review/Approve, Middle School & High School [Course Proposals](#)

December

Work Session/Business Meeting

- **QIA: Superintendent:** Athletics and Activities
- **Finance:** Approve, [Final Property Tax Levy](#)
- **Educational Services:** Review/Approve, CACR & A&I Report [Summary Report](#)
- **Early Learning and Community Education:** Review/Approve, Community Education Fees

Excellence in Management

Review means an update at the work session

Report means on air at the regular business meeting

Approve means approval at the regular business meeting

Highlight means items for Friday Update

January

Work Session

- Secondary Teaching & Learning (Natalie)
 - Enrollment update - Open Enrollment
-

Work Session/Business Meeting

- **QIA: Middle School:** TBD
- **Finance:** Review/Approve, [Budget Setting Guiding Change Document](#)
- **Finance:** Review/Approve (between Jan-March), [Proposed Budget Adjustments](#)
- **Finance:** Review/Approve, [Audit report](#)
- **Educational Services:** Review/ Approve, [District Calendar](#)
- **Student Services:** Report, Mental Health & Wellness Services

February

Work Session

- Technology Dept (Tom)
-

Work Session/Business Meeting

- **QIA: Winter Athletics??:** TBD
- **Human Resources:** Review, [Negotiation Parameters](#)
- **Human Resources:** Approve, [Discontinuing and Reducing Educational Programs and Positions](#)
- **Educational Services:** Review/Approve, AIPAC Annual Compliance (Vote of Concurrence)

Excellence in Management

Review means an update at the work session

Report means on air at the regular business meeting

Approve means approval at the regular business meeting

Highlight means items for Friday Update

March

Work Session

- Early Learning/ Community Ed/ ABE (Tom/ Kristen/ Jeanne)
 - Budget/Staffing Preparation
-

Work Session/Business Meeting

- **QIA: High School:** TBD
- **QIA: Biliteracy Seal**
- **Finance:** Review,Fiscal Year 2024 Budget Planning Update
- **Finance:** Review/Approve,Fiscal Year 2024 Budget Adjustments, if needed
- **Human Resources:** Review/Approve, [Continuing Teacher Contacts for Tenure and Probationary](#) Releases
- **Student Services:** Report, Equity & Access: 504, Homeless, and Foster Youth Services

April

Work Session

- ?
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Work Session/Business Meeting

- **QIA: CLC:** TBD
- **Finance:** Review/Report,Fiscal Year 2024 Budget Planning Update
- **Finance:** Review/Approve,Fiscal Year 2024 Budget Adjustments, if needed
- **Human Resources:** Review/Approve, [Probationary, Limited Contract, and Long-Term Substitutes Releases](#)
- **Human Resources:** ULA Resolution proposing to place teacher(s), if needed

Excellence in Management

Review means an update at the work session

Report means on air at the regular business meeting

Approve means approval at the regular business meeting

Highlight means items for Friday Update

May

Work Session

- TBD/Budget?
 - Facilities
-

Work Session/Business Meeting

- **QIA:** Athletics and Activities
- **Finance:** Review, Fiscal Year 2024 Budget Planning Update
- **Finance:** Review, [Food Service/Community Ed/Debt Service Budgets](#)
- **Human Resources:** Review/Approve Probationary Non-licensed Staff Releases
- **Human Resources:** [Review/Approve Continuing Teacher Contracts](#) (Tenure)
- **Early Learning and Community Education:** Review/Approve, [Food Service/Community Ed/Capital Budgets](#)
-

June

Work Session

- TBD
-

June

Work Session/Business Meeting

- **QIA:** Ed Services
- **Finance:** Review/Approve, [2022-23 Final Budgets](#)
- **Finance:** Review/Approve, Long-Term Facilities Maintenance 10-Year Plan SSPPS and District 917
- **Human Resources:** Review/Approve, [Independent Group Employment Agreements](#)
- **Human Resources:** Approve, [Pay Equity 2023](#) (every three years - due January 2027)
- **Human Resources:** Approve, 2025-26 [Dental Insurance Plan](#) (August/September 2025)
- **Human Resources:** Review/Approve, 2023-25 Bargaining Agreements: [Teachers](#), [Educational Support Professionals](#),
- **Student Services:** Review/Approve Discipline Policy & Student Rights and Responsibilities Handbook

2027-28 and beyond planning

- **Educational Services:** Review/Approve, [ATPPS](#) and TDE Plans
- **Educational Services:** Review, IB Program Approval
- **Educational Services:** Report, Curriculum Review
- **Educational Services:** College and Career Readiness
- **Educational Services:** Reading
- **Student Services:** Report, Community Partnerships
- **Student Services:** Report, MTSS Tiered Framework - Academic Supports
- **Student Services:** Report, MTSS Tiered Framework - Behavioral Supports
- **Student Services:** Report, Post-Secondary Transition Services

Acronyms

ADSIS - Alternative Delivery of Specialized Instruction Services

ATPPS - Alternative Teacher Professional Pay System

BoE - Board of Education

B-8 - Birth to Age 8

CCR - Career and College Readiness

CSCC - Central Square Community Center

LTD - Long-Term Disability

MCA - Minnesota Common Assessment

MSBA - Minnesota School Boards Association

OPEB - Other Post-Employment Benefits

SAAP - State Approved Alternative Programming

SEAC - Special Education Advisory Council

SSPPS - South St. Paul Public Schools

TDE - Teacher Development Evaluation

TRA - Teachers Retirement Association

WBWF - World's Best Workforce

WBL - Work Based Learning

Date: Monday, September 14, 2026

Place on Agenda: Work Session

Action Requested: None, Information Only

Attachment: None

Topic: School Board Professional Development
Presenter(s): Kim Humann, Board Chair
Background: The South St. Paul School Board is committed to ongoing growth and development and believes that everyone in our school district should be a lifelong learner. Board members recognize the significant responsibility that comes with their governance role and have a long history of investing in professional development to strengthen their effectiveness as a governing team. One of the primary ways Board members have pursued this learning is through board-specific training offered by the Minnesota School Boards Association. MSBA provides four phases of training designed to build Board members' knowledge and skills in areas such as governance, finance, policy, leadership, and effective Board and Superintendent relationships. All South St. Paul School Board members complete Phases I and II, and many continue their learning by completing all four phases. To expand upon this commitment to professional growth, the Board is adding a book study to its learning this year. The goal is to create opportunities for Board members to reflect together, engage in meaningful dialogue, and consider how new ideas and perspectives can strengthen their work on behalf of students, families, staff, and the South St. Paul community. Just as we expect our students and staff to continually learn, reflect, and grow, the Board believes it is important to model that same commitment. Through ongoing professional development and shared learning, Board members continue to strengthen their ability to govern effectively, work collaboratively, and provide thoughtful leadership in service to our community.
Recommendation: N/A
Alternatives: N/A

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Place on Agenda: Work Session

Action Requested: None. Discussion Only

Attachment: None

Topic: Public Relations and Community Engagement
Presenter(s): School Board
Background: As part of its ongoing commitment to community engagement, the Board will review and discuss the 2026-27 Public Relations and Community Engagement Calendar throughout the year. The calendar serves as a resource for planning engagement opportunities, promoting transparency, and supporting meaningful connections with district stakeholders.
Recommendation: N/A
Alternatives: N/A



School Board Agenda Item

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: • 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

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