

**INDEPENDENT SCHOOL DISTRICT NO. 625**  
**Saint Paul, Minnesota**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION**  
**JANUARY 16, 2007**

**I. CALL TO ORDER**

The meeting was called to order at 5:55 p.m. by the Chair, Ms. Street-Stewart.

**II. ROLL CALL**

PRESENT: Mr. Conlon, Ms. Kong-Thao, Mr. Goldstein, Mr. Oertwig,  
Mr. Brodrick, Ms. Street-Stewart, Ms. Carroll,  
Superintendent Carstarphen, Mr. Lalla, General Counsel  
and Ms. Polsfuss, Assistant Clerk.

**III. APPROVAL OF THE ORDER OF THE AGENDA**

1. Order of the Consent Agenda

The Chair noted there was one replacement page, page 50, Bid No. A9126-C.

**MOTION: Mr. Oertwig moved, seconded by Ms. Carroll, that the Consent Agenda be approved as revised.**

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

2. Order of the Main Agenda

The Chair reviewed the agenda, noting a few items which would be discussed later on the agenda..

**MOTION: Ms. Carroll moved approval of the Main Agenda as published, seconded by Ms. Kong-Thao.**

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

**IV. APPROVAL OF THE MINUTES**

1. Minutes of the Regular Meeting of the Board of Education December 19, 2006
2. Minutes of the Annual Meeting of the Board of Education January 9, 2007
3. Minutes of the Special Closed Meeting of the Board of Education January 9, 2007

**MOTION:** Ms. Carroll moved approval, seconded by Ms. Kong-Thao, of the Minutes of the Regular Meeting of the Board of Education December 19, 2006; Minutes of the Annual Meeting of the Board of Education January 9, 2007 and Minutes of the Special Closed Meeting of the Board of Education January 9, 2007

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

**V. RECOGNITIONS** -- None

**VI. PROGRAM UPDATES** -- None

**VII. INFORMATION REQUESTS AND RESPONSES/ITEMS FOR FUTURE AGENDAS** --  
None

**VIII. COMMITTEE REPORTS** -- None

**IX. CONSENT AGENDA**

**MOTION:** Mr. Conlon moved approval of the Consent Agenda items as published; motion seconded by Ms. Carroll.

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

The following Consent Agenda Items were approved:

**BF 27078** Acceptance of Scholarship from the Kopp Family Foundation in Partnership with KOPP Investment Advisors

That the Board of Education authorize the Superintendent (designee) to allow Johnson Senior High School to accept a gift of \$5,000.00 from the Kopp Family Foundation in partnership with Kopp Investment Advisors. The \$5,000.00 will be deposited in Intra-School Fund: 19-230-291-000-5096-0000.

**BF 27079** Request for Permission to Submit a Grant Application to the Laura Bush Foundation

That the Board of Education authorize the Superintendent (designee) to submit a grant application to Laura Bush Foundation for programs that facilitate the purchase of books for the Randolph Heights Elementary school library; to accept funds, if awarded; and to implement the project as specified in the award documents.

**BF 27080** Request for Permission to Accept a Grant from the Saint Anthony Park Community Foundation Provisional Fund of the Saint Paul Foundation for the KinderPlus Program at St. Anthony Park Elementary School

That the Board of Education authorize the Superintendent (designee) to accept funds from the Saint Anthony Park Community Foundation Provisional Fund of the Saint Paul Foundation to support the KinderPlus Program at St. Anthony Park.

**BF 27081**                    Request for Permission to Enter into Agreement with Allina, Blue Cross-Blue Shield, Children's Hospital and Clinics of Minnesota, City of Saint Paul Parks and Recreation, Gillette Children's Hospital, Health East, Health Partners, and Medica, Minneapolis Heart Institute for the Development of Collaborative Efforts Focusing on Student Health and Wellness

That the Board of Education authorize the Superintendent or designee to enter into agreement with Allina, Blue Cross-Blue Shield, Children's Hospital and Clinics of Minnesota, City of Saint Paul Parks and Recreation, Gillette Children's Hospital, Health East, Health Partners, and Medica, Minneapolis Heart Institute and Ovations and to accept funds for projects that promote and protect student health and wellness.

**BF 27082**                    Request for Permission to Enter into a Three Year Agreement with Naviance Workspace K12 - A Web-Based Planning & Advising System for Seven Senior High Schools Offering Workflow, Collaboration and Analysis Tools That Save Time and Improve Results

That the Board of Education authorize the Superintendent to enter into the three-year agreement with Naviance for the implementation, training and technical support for WorkspaceK12 in seven senior high schools.

**BF 27083**                    Approval to Enter into a Subscriber Agreement with Ramsey County for Use of the Countywide Public Safety Radio Communications Subsystem

That the Board of Education authorize the Superintendent (designee) to execute the Ramsey County Countywide Public Safety Radio Communications Subsystem Subscriber Agreement.

**BF 27084**                    Authorization for Amendment to Lease Agreement for Facility at 1001 Johnson Parkway

That the Board of Education authorize execution by the Chair and Clerk of Amendment No. 2 to the Lease Agreement for 1001 Johnson Parkway, providing the landlord with an option to change the description of the leased premises and subject to all other items and conditions of said agreement and that the Board of Education further authorize execution by the Chair and Clerk of Amendment No. 3 to the Lease Agreement for 1001 Johnson Parkway confirming the amendment dates and modification of the lease, should the landlord exercise the option to change the description of the leased premises as provided for in Amendment No. 2.

**BF 27085**                    Authorization for Lease Renewal with Model Cities of St. Paul, Inc.

That the Board of Education authorize the Acting Executive Director, Operations, to execute a lease renewal for use of space at 580 Fuller Avenue, St. Paul, from 9:00 a.m. to 2:00 p.m. Monday through Friday from Model Cities of St. Paul, Inc., on a month-to-month basis commencing February 1, 2007 and ending October 31, 2007, and in accordance with terms and conditions of said agreement.

**BF 27086**                    Minnesota School Board's Insurance Trust Property and Liability Plan Annual Renewal

That the Board of Education approve the contract renewal for 2/1/07 through 2/1/08 for property and liability insurance coverage with the Minnesota School Board's Insurance Trust, administered through Berkley Risk Administrators Co., LLC, at the proposed premium of \$1,111,945.00, a decrease of .4%.

**BF 27087**                    Recommendations for Exclusion of Students in Non-Compliance with Minnesota Statute 123.70 Health Standards: Immunizations

That the Board of Education exclude the named students from school effective January 24, 2007, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.



## **X. PUBLIC COMMENT**

1. Tomika Fulford – asked that parents advocate for their children but do it respectfully and with discretion. She also expressed her displeasure at the way she was treated in trying to advocate for her son.
2. Vicki Davis – NAACP – encouraged school staff to have a dialogue with parents on situations they are facing within the schools. Individuals from the group spoke to their children's experiences in schools with racist remarks being made to students, the lack of returns to calls and the lack of resolution to issues brought to the attention of staff.
3. Renee Ransom – discussed a situation with her grandson in his school and the failure of staff to communicate with the family on the situation.
4. Abbey Hamilton -- Summit University Consortium – stated teachers are not teaching the children, are ignoring them and asked that this be corrected in the classrooms.
5. Karin Corbett -- discussed situation with teachers at Open School and asked Board to protect children from abuse.
6. Lucas Ecker – spoke of problems and issues which exist in the classroom that have disrupted his children's learning at Open School.
7. Mark MacGregor –talked of avoidance and denial of problems in the school and the promotion of the status quo at Open School and lack of advocacy for the parents.

## **XI. OLD BUSINESS -- None**

## **XII. NEW BUSINESS -- None**

## **XIII. SUPERINTENDENT'S REPORTS**

### **1. Superintendent's Goals, Outcomes and Updates**

The Superintendent indicated she would cover the following items in her report: Phase III of the administrative reorganization, presentation of another "Beat the Odds" School and highlights on the school selection season which begins this month.

She noted administration is seeking community and staff input on the Strategic Plan for Continued Excellence in Schools through five community meetings. Four of these meetings are yet to be completed: January 18, 22, 30 and February 1. Once all meetings are completed, the feedback from school administrators, staff and community will be reviewed and incorporated into the plan as appropriate. The draft plan will then be brought to the Board for approval at its February meeting.

The Superintendent then moved on to recognize Farnsworth Aerospace Magnet School as a school which is "Beating the Odds." She outlined the four criteria used in recognizing a school as beating the odds and then moved through a presentation of the history of the school and the achievements and gains made at Farnsworth. She noted Farnsworth is a NASA Explorer School which is a pipeline strategic initiative that promotes and supports the incorporation of NASA content and programs into science, technology and mathematics curricula across the U.S. targeting under-served populations in diverse geographic locations. The school has been highlighted by the U.S. Department of Education for its great work and was the only school visited in Minnesota by regional representation for the department's "Back to School" initiative. Additionally the school was selected in January as recipient of 2006 Minnesota Academic Excellence Foundation (MAEF) School Spotlight Award which recognizes excellence through specific gains in student achievement. The award spotlights curriculum, instruction, assessment and staff development which addresses the needs of all students and works toward closing the achievement gap. A video presentation on the school was made and the school's Principal, Troy Vincent; its Aerospace Coordinator, Jill Wall and the Site Council Chair, Kelly Riley, expressed their appreciation for the recognition given to the school.

The Board commented it was particularly impressed with the commitment of the school's partners and stated they look forward to continued success at the school offering their congratulations for work well done.

The Superintendent then moved to administration's recommendation for Phase III re-organization which is another step toward creating a flexible administrative structure that allows for and will encourage, cross-divisional and cross-departmental project development and implementation and, most importantly, allow for better support to schools. She went on to review the recommendations noting administration is moving forward carefully and deliberately in making these changes. As part of the re-organization, administration is working to fill key vacancies. Some positions have been posted, while others will remain open until individuals can be recruited and placed into the positions. The vacancies include: Chief Accountability Officer, Executive Director of High Schools, Special Education Director, ELL Director and four principalships (Phalen Lake Elementary, Horace Mann Elementary, Roosevelt Elementary and Hazel Park Middle School).

The organizational chart provided included anticipated future positions (identified as TBD on the chart) that will fulfill specific needs. For example, in the coming months administration expects to develop administrative positions to oversee management of Adequate Yearly Progress district-wide and programs for 4-year-olds. It is important to note that administration is still in the development stages for these positions and that it needs to proceed carefully and deliberately, if at all.

The Superintendent stated the number of direct reports to the Superintendent has been reduced while at the same time administration is well aware of the need to stay directly connected to key functions across the district. To that end, in addition to the traditional reporting structure, administration is creating a superintendent advisory support structure that will allow the Superintendent to receive issue-specific advice, ideas and support from staff members at different levels of the organization. This collective key function for Saint Paul Public Schools will be called the Superintendent's Advisory Support Team (SAST) and will ultimately include staff members across the district who have varied skills, viewpoints, and connections that can be tapped for issue-specific support to the Office of the Superintendent and the Senior Leadership Team. For example, an initial focus of the SAST is to target more extensive outreach for the Regional Community Strategic Plan meetings.

Advisory Support Team work for the remainder of this school year is likely to include providing support to the Superintendent and the Chief Community Relations Officer in the development of a Family and Community Engagement Plan. This advisory team is currently in a formative stage and will be further developed throughout the upcoming school years. However, some key functions within existing positions have already been identified as essential supports for this work. For 2006-07, these functions can be found within the duties of Abdisalam Adam, Michael Baumann, Jill Cacy, Mukhtar Gaaddasaar, Bee Lee, Pablo Matamoros, Yusef Mgeni, Joe Munnich, Dan Rodriguez and Catherine Stine.

The Superintendent stated that while the proposed changes bring the District much closer to a completed organizational structure, administration will continue to explore additional administrative changes that will improve support to schools, programs and families.

It was noted that both the positions "to be determined" and the Superintendent's Advisory Support Team align with guidance set forth by the U.S. Department of Education. under No Child Left Behind provisions and other non-regulatory guidance, in fact, district administration is encouraged to receive input from a wide variety of staff around issues related to "Title I--Improving the Academic Achievement of the Disadvantaged: Final Rule" (34 CFR Part 200).

The Board asked for clarification on certain areas in Phase III, offered comments and concerns relative to the presentation of Phase III and then made the following motion:

**MOTION:** Ms. Carroll moved, seconded by Mr. Oertwig, that the Board of Education adopt the Superintendent's proposed administrative reorganization and in connection therewith:

1. Discontinue the following Superintendency position: Director of Leadership Development, effective 2/15/07.
2. Establish the following Superintendency positions and associated salary ranges:
 

	<u>2006-2007</u>	
	<u>Minimum</u>	<u>Maximum</u>
• Executive Director Professional Development	\$96,307	\$120,780
• Director Secondary Curriculum & Alternative Learning Programs	\$90,621	\$115,051
3. Establish the unclassified position of Assistant Director Community Relations at a pay rate of \$87,620 within the Saint Paul Supervisor's Organization collective bargaining unit.
4. Waive Board of Education Policy No. 438.00 entitled "Staff/Promotion" and the advertisement period contained therein and appoint the following persons to the following positions:
  - Executive Director Professional Development -- Kathleen Wilcox-Harris, effective 2/15/07
  - Director Secondary Curriculum & Alternative Learning Programs - Micheal Thompson, effective 2/15/07
  - Interim Director English Language Learner Program -- Heidi Bernal, effective 2/15/07
  - Associate Director Health & Wellness -- Raymond Yu, effective 2/15/07
  - Special Assistant to the Superintendent -- Jeremiah Ellis, effective 2/5/07
  - Assistant Director Community Relations -- Daniel Rodriguez, effective 2/15/07
5. That the foregoing administrative reorganization become effective January 17, 2007 except as otherwise herein provided.
6. That the 2005-2007 Terms and Conditions of Professional Employment for the Members of the Superintendency be amended to comply with the foregoing.

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

The Superintendent then moved to the subject of the school selection season for the 2007-08 school year. Christine Wroblewski, Chief Community Relations Officer, was called upon to discuss the subject. She stated the District is working diligently to inform families about the options available to them and to help them as they proceed through the school selection process. It was noted that in addition to the community-based outreach meetings families can learn about school options in three key ways: (1) the 2007-08 School Selection Guide which was mailed to all District families and to key areas across the city. A mailer was also sent to parents of 3 and 4 year-olds in the city as well. The guide was printed in English, Spanish, Hmong and Somali and replaces the old School Choices and Services Catalog. It includes information about District schools, programs, open house and show-case dates and includes school applications and information on how to select a school. (2) The 2007 Parent Information Fair on January 20 and (3) through use of the on-line school choice catalog (an interactive website, in multiple languages that allows parents to select a school based on options and key areas (demographics and performance).

Jill Cacy, Assistant Director Student Placement, was called upon to discuss the services provided by the Student Placement Center. She stated the Center has a great deal of

interaction with families; that one of its most important services is the outreach and person to person contact to ensure families understand what their choices are. All Center services are provided in English, Hmong, Spanish and Somali so families get the information from someone speaking their own language. She noted there are three important "jumps" which are particularly addressed with families: entry into Kindergarten, the move from elementary to middle school and the transition from middle school to high school.

The Placement Center conducts over 62 events scheduled to provide contact to various communities on school choice. These include Head Start Centers, preschool and day care centers, family ed programs, ECFE classes, middle junior high school showcases and senior high showcases. In addition to these events, three key next steps (expansions new this year) have been implemented to reach families which are under represented and the more mobile families. These include deepening the Center's connection with Head Start looking at ways to make the transition from Head Start to Kindergarten smoother for the parents and working with the Title I funded programs to provide bus transportation from Head Start to the Parent Fair to encourage parent participation. Another new partnership is with Ramsey County to get information to their people providing various services to bring them into the loop for school choice. Presentations will be made to Ramsey County staff who work with parents of children of school age so they are aware of what needs to be done and where to refer people for enrolling their children. The final effort is developing other community partnerships with such groups as the Network for the Development of Children of African Descent (NDCAD), Common Bond (advocacy group for people in transitional housing). Special partnerships within the school district also include: Communications, Student Wellness, Family and Community Involvement, ELL, Title I Funded Programs, Family Education and PEK.

The Superintendent then offered acknowledgment of individuals retiring from the District or moving to positions outside the District: Jan Hopke-Almer, Principal, Phalen Lake; Patricia Fernandez, Director of Special Education; Nadya Parker, Principal, Hazel Park Middle School; Mary Chorewycz, Executive Director of Research and Development; Dorothy Levin, Director of Elementary Schools and Mo Chang, Coordinator of Special Projects.

2. Human Resource Transactions
3. Recommendation for Appointment of Assistant Principal

The superintendent stated the transactions reflected changes occurring between November 20 and December 18, 2006 and as some dates fall outside this date range; it can be due to delay in receiving the paperwork for change or to future-dated transactions.

**MOTION: Ms. Carroll moved approval of the Human Resource Transactions as published and the appointment of Monroe Walker, Jr. to the position of Elementary Assistant Principal at Webster Magnet School effective December 7, 2006. The motion was seconded by Mr. Conlon.**

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

#### **XIV. BOARD OF EDUCATION REPORTS**

1. Report on Meeting of January 9, 2007 for the Purpose of Evaluation of the Superintendent

The chair stated this would be a report of the January 9 Special Closed Board meeting on the evaluation of the Superintendent's first 120 days. She then proceeded to describe the

evaluation process and read the evaluation summary which had been supplied to the Superintendent. The areas reviewed in the evaluation included:

- Leadership and District Culture
- Policy and Governance
- Goal 1 - Ensure High Academic Achievement for ALL Students
- Goal 2 - Raise Expectations of Accountability
- Goal 3 - Accelerate the Path to Excellence
- Goal 4 - Align Resource Allocation to District Priorities
- Goal 5 - Strengthen Relationships with Community and Families

The Chair stated that based on the Board of Education's review of the Superintendent's Entry Plan and an assessment of the results, held in the closed Board of Education meeting on January 9, 2007, the Board of Education moved the following:

**RESTATEMENT OF MOTION approved at 1/9 meeting (BF 27096):**

**Mr. Goldstein moved that the Board of Education recognize Dr. Meria Carstarphen's outstanding work during the first 120 days as Superintendent of Saint Paul Public Schools and agrees that her performance meets and exceeds expectations. Motion seconded by Ms. Carroll. The motion passed unanimously.**

The Chair stated that by unanimous vote, the board has concluded and approved at the Board of Education meeting on January 16, 2007 that the superintendent's performance during the first 120 days of schools demonstrates outstanding abilities and achievement at an exceptional level

Board members look forward to their continuing work and progress with the Superintendent, as they meet the challenges and opportunities of the current school year and anticipate and plan for the future.

**MOTION: Mr. Conlon moved approval of the above recommendation. Seconded by Ms. Carroll.**

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

The Superintendent acknowledged the support of all of the staff who had helped to get the District to where it is now and offered her appreciation to them for their support, particularly senior staff. She acknowledged the community for its welcome and support.

2. Referral of outside committee assignments

**MOTION: Mr. Conlon moved, seconded by Ms. Carroll, that Board member assignments to represent SPSS to outside organizations be referred to an upcoming Committee of the Board meeting.**

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes

Ms. Carroll

Yes

**XV. COMMUNICATIONS -- None**  
**XVI. FUTURE MEETINGS SCHEDULE**

Board of Education Meetings – 5:45 p.m. unless otherwise noted

- February 20, 2007
- March 20, 2007
- April 3, 2007 -- **Changed to 4/10/07**
- May 15, 2007
- June 5, 2007 Special Board Meeting on Non-Renewals (4:30 p.m.)
- June 19, 2007
- July 17, 2007
- August 21, 2007

**MOTION:**                    **Ms. Carroll moved the April 3 Board of Education meeting be changed to April 10, 2007, motion seconded by Ms. Kong-Thao.**

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

Committee of the Board Meetings (4:30 p.m.)

- |                     |                   |
|---------------------|-------------------|
| • January 23, 2007  | • May 29, 2007    |
| • February 6, 2007  | • June 12, 2007   |
| • February 27, 2007 | • June 26, 2007   |
| • March 27, 2007    | • July 10, 2007   |
| • April 24, 2007    | • July 31, 2007   |
| • May 8, 2007       | • August 28, 2007 |

**XVII. ADJOURNMENT**

**MOTION:**                    **Ms. Kong-Thao moved the meeting adjourn, seconded by Ms. Carroll.**

The motion carried with the following roll call vote:

Mr. Conlon	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Oertwig	Yes
Mr. Brodrick	Yes
Ms. Street-Stewart	Yes
Ms. Carroll	Yes

The meeting adjourned at 9:10 p.m.

For clarity and to facilitate research, these minutes reflect the order of the Agenda and not necessarily the time during the meeting the items were discussed.

Prepared and submitted by  
Marilyn Polsfuss  
Assistant Clerk, Board of Education