

INDEPENDENT SCHOOL DISTRICT NO. 625
Saint Paul, Minnesota
MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
February 19, 2008

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by the Chair, Ms. Kong-Thao.

II. ROLL CALL

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

ABSENT: Ms. Carroll
Mr. Goldstein left the meeting at 8:29 p.m.

III. APPROVAL OF THE ORDER OF THE AGENDA

1. Order of the Consent Agenda

The Chair indicated there was one item relative to the immunization exclusions at places.

MOTION: Ms. Street-Stewart moved approval of the Consent Agenda as published. Motion seconded by Mr. Conlon.

The motion passed with the following roll call vote:

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

Mr. Brodrick indicated he wanted to pull Item 17 on page 57. Mr. Hardy asked that Item 18, page 58 be pulled.

MOTION: Ms. Street-Stewart moved that the Board reconsider the motion to approve the Consent Agenda. Motion seconded by Mr. Conlon.

The motion passed with the following roll call vote:

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

MOTION: Ms. Street-Stewart moved approval of the Consent Agenda, as published, with the exception that Item 17, Request to Enter into a Contract with Melanie Crawford and Item 18, Authorization to Increase a Contract for Placement of a Resident Student for Special Education Services be pulled for separate consideration. Mr. Conlon seconded the motion.

The motion passed with the following roll call vote:

Ms. Street-Stewart	Yes
Mr. Conlon	Yes

Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Mr. Goldstein	Yes
Mr. Brodrick	Yes

2. Order of the Main Agenda

The Chair noted there were two replacement pages for the Human Resource Transaction Section, Page 38 and 40.

MOTION: **Ms. Street-Stewart moved approval of the Main Agenda as revised. Motion seconded by Mr. Conlon.**

The motion passed with the following roll call vote:

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

IV. APPROVAL OF THE MINUTES

1. Minutes of the Regular Meeting of the Board of Education January 15, 2008

MOTION: **Mr. Conlon moved approval of the Minutes of the January 15, 2008 Board of Education meeting as published. Motion seconded by Mr. Goldstein.**

The motion passed with the following roll call vote:

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

V. RECOGNITION

BF 27477 Advancement Via Individual Determination (AVID) Program

AVID is a 27-year old national program to provide academic and social support for grades four through 12 and its aim is preparing students from the academic middle for four-year college eligibility. It has a proven track record in bringing out the best in students and in closing the achievement gap with school-wide implementation. Typically, AVID students will be the first in their families to attend college. St. Paul's AVID program focuses on Grades seven - 12.

To achieve National AVID Certification, a site must complete two full years of AVID indicators, provide documentation of meeting all 11 AVID Essential Program Indicators and conduct a certification review with staff from the National AVID Center. To complete the certification process, the entire site team, which includes an Administrator, Counselor, AVID Elective Teacher(s) and a teacher for each of the core content areas must also complete a 2-year summer training sequence, in addition to their site level responsibilities.

Saint Paul Public Schools will be the first district in the state to graduate AVID students in June of 2008. Most of the AVID Seniors will be completing their third year in the program. Most have applied to 3-5 post-secondary institutions, with many having been accepted to at least one institution.

Students from the AVID program spoke of the program and their success because of it.

There are seven Certified AVID sites in the state of Minnesota; six of these are Saint Paul Public Schools. St. Paul schools participating in AVID are: Arlington*, Central*, Harding*, Highland Park* and Humboldt senior high schools; Battle Creek*, Highland Park, Humboldt, Murray*, and Ramsey* middle schools (*Pilot sites in 2005).

The six schools receiving National AVID Certification were recognized and awarded their banner and certification plaque; the school were: Arlington Senior High, Central Senior High, Highland Park Senior High, Battle Creek Middle School, Murray Junior High and Ramsey Junior High.

The staff and students at these sites have led the way for many throughout the state. With Saint Paul Public Schools being the first district in the state with multiple AVID site implementation; these schools are continuing the legacy of educational leadership as 13 new school districts begin to implement AVID programs in 2008-09 based on the success of Saint Paul Public Schools' AVID sites.

MOTION: Ms. Street-Stewart moved, seconded by Mr. Hardy, that the Board of Education extend its congratulations to the AVID Program, its staff and participants for the success the program has achieved and the benefit it has provided to the students participating in it and to the six schools for achieving their national certification.

The motion passed with the following roll call vote:

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

VI. COMMITTEE REPORTS

1. Committee of the Board January 22, 2008

The agenda included discussion on Board of Education budget process; Board representation on outside committees and policy review.

- **Discussion on Board of Education Budget Process**

The Chief Business Officer reviewed the Board's section of the budget reports for fiscal year ended June 30, 2007 and the current year to date.

It was suggested this subject be addressed in two phases: a periodic review by the Treasurer and in relation to the District budget with the board budget falling within that process. It was further suggested a discussion should be held at least once a year to set parameters within the budget process and that guidelines should be set up for Board budget review/establishment. Logically this should be done within the budget cycle (March/April) and be ready for implementation with the new year in July. This was put on a future COB agenda for further discussion.

Budget updates are to be provided to the Board in the Board Update Packet on a quarterly basis.

Staff was commended on their presentation "Coloring Referendum Dollars for Accountability" given at the recent MSBA conference.

- **Board Representation on Outside Committees**

The function of the various committees Board members serve on as representatives for the District were reviewed, a reporting cycle was established for the committees to be reported back to the Board and the public and individuals expressed their interest in

serving on specific committees. Specific assignments will be made at the next COB meeting. Committees discussed were:

- Association of Metropolitan School Districts (AMSD)
- St. Paul Children’s Collaborative (SPCC)
- Council of Great City Schools (CGCS)
- Council of Urban Boards of Education (CUBE)
- East Metro Inter-District Joint Powers Board (EMID)
- Joint Property Tax Advisory Committee (JPTAC)
- Three County Project JPTAC
- Metro Educational Cooperative Service Unit (MetroECSU)
- Metropolitan Learning Alliance (MLA)
- Minnesota Minority Education Partnership (MMEP)
- Minnesota School Boards Association
- Ramsey County League of Local Governments (RCLLG)
- State High School League
- St. Paul Teachers’ Retirement Association Board of Trustees
- Other Organizations which might be included in these assignments were also discussed.

- **Policy Review**

Policies approved:

- 213.00 Board Professional Development Guidelines Approved as renamed & rewritten (This policy was renamed and rewritten as Board of Education Professional Development)
- 102.00 Equal Opportunity/Non-Discrimination Approved
- 201.00 Code of Conduct for School Board Members Approved
- 301.00 Board/Superintendent Relationship Approved
- 302.00 Superintendent Selection Approved
- 409.00 Travel Expense Reimbursement Approved as Revised
- 501.02 Student Vehicle Use: Parking on School Premises Approved as Revised
- 501.03 Student Dress Code Approved
- 501.04 Student Dress: Uniforms Approved
- 503.01 Attendance: Homeless Children and Youth Approved
- 503.02 Attendance: Student Entrance Age Approved
- 506.05 Law Enforcement Interrogations and Investigations Approved
- 508.00 Pupils With Individualized Education Programs (IEP) Approved
- 510.01 Students: Promotion and Retention Approved
- 607.00 Textbooks and Instructional Materials Approved
- 609.00 Religion Approved
- 610.00 Field Trips Approved
- 611.00 Parent/Guardian Conferences: Communication Approved
- 618.00 Research Approved
- 713.00 Equal Opportunity Procurement Approved
- 713.01 Sweatshop Free Purchasing Approved
- 716.00 Advertising in the Schools Approved
- 718.00 Branding: Supplies/Stationery Approved
- 802.00 Building and Grounds Management Approved

Policies repealed:

- 102.00 Civil Rights/Equal Opportunity, Affirmative Action -- Desegregation Repealed
- 214.00 Board Travel Guidelines Repealed
- 214.00 Board Travel Procedures Repealed
- 401.01 Disability/Non-Discrimination Repealed
- 503.01 Entrance Age Repealed
- 504.00 Student Dress Code Repealed
- 504.01 Uniforms Repealed

○ 508.01	Students with IEP	Repealed
○ 513.00	Student Promotion and Retention	Repealed
○ 519.00	Interrogations and Investigations	Repealed
○ 530.01	Students in Homeless Situations	Repealed
○ 532.00	Student Vehicle Use	Repealed
○ 606.01	Textbooks & Instructional Materials	Repealed
○ 609.01	Scheduling Events on Religious Holidays	Repealed
○ 614.00	Free Materials Distribution (both)	Repealed
○ 619.00	Parent/Guardian Conferences-Communication	Repealed
○ 620.00	Released Time for Religious Instruction	Repealed
○ 621.00	Research	Repealed
○ 713.00	Purchasing: Sales Calls and Demonstrations	Repealed
○ 713.00	Sweatshop Free Purchasing	Repealed
○ 722.00	Supplies and Stationery	Repealed
○ 719.02	Charged Meals (New)	Do Not Use
○ 806.00	Building and Grounds Management	Repealed

Policies Referred Back for Further Work:

○ 601.01	Achievement	Referred to Office of Academics
○ 615.00 (612)	Family Involvement	Referred to Community Involvement
○ 707.05(714)	Transportation: Type III School Buses	Referred back to Operations
○ 710.00	Transportation: Field, Athletic, Community Education Trips	Referred back to Operations
○ 812.02 (812)	Dismissal Precautions	Referred back to Operations
○ 814.00	Visitors to Schools	Referred back to Legal
○ 902.00	Community Use of Building and Grounds	Referred back to Operations

RECOMMENDED MOTION: That the Board of Education approve all recommendations made for policies reviewed at the January 22, 2008 Committee of the Board meeting with approval pending final adoption.

The motion passed with the following roll call vote:

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

2. Committee of the Board February 12, 2008

The agenda included the following items: district calendar 2008-2009 school year, continuing work on policy, the second budget revision for the 2007-2008 budget, the quarterly financial report, the 2008-09 budget projection, 2008-09 budget priorities and guidelines and a work session on assignment to outside committees and Board meeting time management.

• **District Calendar 2008-2009 School Year**

The School Calendar Task Force is composed of district staff, union representatives, principals and parents. Their work included establishing guiding principles and looking closely at the calendars of surrounding districts as well as calendars from districts across the country. In addition to meeting numerous times during the spring of the 2006-2007 school year, the task force met three times during the 2007-2008 school year and, having completed work on the 07-08 calendar, will continue to meet to work on future calendars.

The proposed calendar was developed in accordance with Board policy and the Saint Paul Public Schools Strategic Plan for Continued Excellence. SPPS administration met

and conferred with the Saint Paul Federation of Teachers whose Executive Team was in agreement with the recommendations and offered full support to the calendar.

Points of particular interest on the proposed 2008-2009 calendar included:

- First day of school for grades 1-12 will be September 2, 2008
- First day of school for kindergarten will be September 8, 2008.
- Winter break has returned to two weeks (December 22, 2008 through January 2, 2009)
- The last day of classes for students is June 9, 2009
- Early release dates were preferred to late start dates for professional development days
- High schools will all move into a quarter system
- Summer school will begin June 22
- Fall parent teacher conferences were moved up two weeks to allow for earlier intervention if issues need to be addressed.

RECOMMENDED MOTION: That the Board of Education adopt the 2008-2009 School Calendar as presented.

The motion passed with the following roll call vote:

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

• **Policy**

Policies approved:

- | | | |
|----------|--|---------------------|
| ○ 213.00 | Board of Education Professional Development | Approved |
| ○ 615.00 | Family Involvement | Approved |
| ○ 707.05 | Transportation: Type III School Buses | Approved as revised |
| ○ 710.00 | Transportation: Field, Athletic, Community Education Trips | Approved as revised |
| ○ 812.02 | Release of Students from School | Approved as revised |
| ○ 814.00 | Visitors to Schools | Approved as revised |
| ○ 902.00 | Community Use of Buildings and Grounds | Approved as revised |

Policies repealed:

- 612.00 Family Involvement
- 714.00 Transportation: Type III School Buses
- 812.00 Release of Students from School

RECOMMENDED MOTION: That the Board of Education approve the above actions on policies, pending final adoption.

The motion passed with the following roll call vote:

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

• **Second Budget Revision for the 2007-2008 Budget**

Administration recommended an \$8.4 million increase in revenue and a \$7.2 million increase in expenditures for the second budget revision.

Revenue adjustments included a \$5.9 million reduction in special education due to changes in accounting procedures. A \$1.5 million increase is proposed for federal E-rate revenue due to a project that was approved for funding too late to be included in the adopted budget; and a \$11.9 million increase in fully financed budgets to reflect the grants that have been awarded to the district since the fall budget revision.

In adjustments to expenditures because enrollment was down again in the December count school budgets have been reduced by \$793,508. The change in accounting procedures, noted above, also caused the \$3.9 million reduction in special education expenditures. Fully financed expenditures will increase by \$11.9 million to reflect the expenditures of grants that were received and recorded as revenue increases.

RECOMMENDED MOTION: That the Board of Education approve the revisions to the budget for fiscal year 2007-08 as detailed in Exhibit A.

The motion passed with the following roll call vote:

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

- **Quarterly Financial Report**

The Quarterly Financial Report for the district for the period ending December 31, 2007 was presented. It reflected administration's projection of the district's financial position for the year ending June 30, 2008, taking into consideration all financial transactions that had occurred to date and projected out to year end.

No major change in financial position is anticipated in non-general funds. The general fund projects that the revenue for the year will be down \$3.6 million from the revised budget but that will be offset by \$7.3 million in under expenditure of funds. The undesignated unreserved fund balance at June 30, 2008 is projected to be \$27.5 million or 5.2% of the current year expenditures. This is well within the Board guideline of 5%.

RECOMMENDED MOTION: That the Board of Education accept the quarterly financial report.

The motion passed with the following roll call vote:

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

- **Report on the 2008-09 Projected Budget**

Administration has reviewed and analyzed the financial issues facing the district and projected the revenue and expenditures for the year ending June 30, 2009. The district is projecting a \$10 million deficit for the 2008-09 school year. This deficit represents approximately \$3 million related to the small increase in the general education formula allowance and the other \$7 million related to the projected enrollment decrease of approximately 1,500 students.

- **2008-09 Budget Priorities & Guidelines**

The Guidelines were reviewed and discussed resulting in the following recommended motion:

RECOMMENDED MOTION: That the Board of Education approve the Budget Guidelines for 2008-09 as presented (copy attached).

The motion passed with the following roll call vote:

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

- **Work Session**

- Board Representation on Outside Committees
Assignments were made to the various outside committees.
- Board Meeting Time Management
Discussion was held on time management within board meetings.

MOTION: Ms. Street-Stewart moved the Board of Education accept the Minutes of the Committee of the Board meetings on January 22 and February 12, 2008. Motion seconded by Mr. Conlon.

The motion passed with the following roll call vote:

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

VII. PUBLIC COMMENT

1. Susan Fournier – spoke to the Cleveland Farnsworth Expansion and four items: full-time on-site principal and assistant principal; a seat at the table in decision-making process; an articulated mechanism for dissemination of information and inclusion of all students including Levels 1 and 2 ELL students in the education opportunity.
2. Corey Mattson – spoke to the Cleveland Farnsworth Expansion and cited the same four items as Ms. Fournier.
3. Pamela Mercir -- spoke to the Cleveland Farnsworth Expansion and the achievements and successes Cleveland had made academically and the desire to continue some of current programming that is positively influencing student learning
4. Deltry Coles -- spoke to the Cleveland Farnsworth Expansion and praised current principal and asked that the community, parents and students be made aware of decisions in a timely fashion as well as being heard on the issues under consideration.
5. Georgia Dietz – inquired when the Homecroft community would hear from the District on the recommendations they had submitted for consideration.

VIII. SUPERINTENDENT'S REPORT

The Superintendent indicated her report would align with Strategic Plan strategies G, providing a safe, welcoming and respectful environment and H, recruit, hire, retain and promote diverse staff. The subjects presented included: The Staff Inclusiveness Survey, the 2008-09 School Year Calendar, an Update on School Programming Changes and the Human Resource Transactions as outlined on pages 35-40.

1. Inclusiveness Survey

The Superintendent noted the purpose of the survey was to establish a baseline as to where staff felt the District was on inclusiveness and to find where to the District needed to direct professional development and its focus on having a staff that understands what it means to

have a safe, welcoming and respectful environment and being inclusive in consideration of all the different types of people who work for the District. She then turned the presentation over to the Chief Business Officer.

The Chief Business Officer provided background noting a safe, welcoming environment was a critical piece of the Strategic Plan. A piece of this was to look at the inclusiveness efforts across the District. The District worked with Deloitte to conduct focus groups across the district to see how staff viewed inclusiveness and how the District was moving forward with inclusiveness efforts. The District established an Inclusiveness Council to oversee inclusiveness efforts across the district as that work moves forward. The committee established a definition of inclusiveness for St. Paul Public Schools which is: *"Everybody in and nobody out – including you! Inclusiveness applies to all members of our learning community*, ensuring that all are safe, welcome, valued and respected for who we each are and for our talents, skills and abilities. SPPS will work to ensure that all members of the SPPS learning community have an opportunity to reach their maximum potential."* (*the learning community includes: students, staff, families, guests, unions and volunteers who represent a diverse group speaking over 71 languages and 122 dialects.)

The purpose of the survey was to: establish a baseline of inclusiveness; provide an annual way to measure progress with the results assisting the District in transforming beyond diversity to a workplace that is inclusive and values and respects all for their abilities and unique perspectives and to help determine priorities for next steps.

She then went on to describe the methodology of the survey. Results of the survey were analyzed by six categories: race, age, position, gender, years in position and location. A brief overview of the demographics of the respondents was provided noting there was a high positive response rate for all ethnic groups about the importance of inclusion; that discrepancies were noted regarding the frequency and effectiveness of how such issues are handled and the realization that further analysis was necessary to drill down to learn more about employee concerns per the negative responses. She then summarized the groups with higher than 30% negative responses.

Recommendations that came from the survey include: conducting additional focus groups to better understand staff concerns; reinvigorating or developing affinity groups and conducting inclusion training, focusing first on leadership then proceeding to staff with the training being included in current new-hire orientation. Additionally, leadership must be made accountable and a strategy needs to be developed for communicating survey findings.

Next steps include communicating the results of the current survey to all staff, conducting a second annual survey and prioritizing survey recommendations for action, beginning with training and focus groups.

The Board indicated it was important that they also be included in the training and with the on-going work with raising cultural competency.

Further discussion included:

- A CUBE survey about safety and student perceptions about health and safety in the school
- The Community Relations, the Office of Accountability and Wilder Research work on a community-wide and parent-wide survey on awareness and satisfaction around partnerships and awareness and safe, welcoming environment
- How the District will move forward with this work and the difficulty presented by the looming deficit
- Steps taken to-date in implementing findings from the surveys
- Investigations into training companies and costs in this area

2. Update on Programming Changes

- **Linwood/Monroe**
Executive Director of Elementary Education met with representative of Fort Road Foundation to report on progress and address questions. A newsletter was sent home to all families in both schools on February 12 with notification to watch for it provided through Campus Messenger. The newsletter was translated into Spanish and Hmong and serves as an on-going communication tool to ensure families at both schools receive the same information on issues and decisions. The Transition Team continues to meet regularly. Minutes are posted on Linwood website along with other information on the expansion with a direct link to Monroe website for this information. The Executive Director of Elementary Education, staff from HR and the Federation of Teachers attended staff meetings at both Monroe and Linwood to explain the process for selecting to participate in the new program and outline the voluntary and involuntary transfer process for staff that elect not to be a part of the new program. Staff from both sites are being asked to commit to participate in up to 10 days of professional development. Principals met with the director of ELL to identify program needs and plan for expansion of the Language Academy into grade 7-8.

- **Homecroft**
Recommendations from the Homecroft Community Advisory Team were published in the *Pioneer Press*. SPPS administration received them on February 8. The three proposals (Learning Through Music, Environmental Science and Economics and Classical Education) continue to center around an elementary program for the Homecroft building. Administration, prior to the December Board meeting, explored potential elementary programming for the Homecroft site and found that an elementary design does not meet the current needs of the District. Faced with declining enrollment, the District needs to examine all options to identify programs that will attract new students and/or provide alternative funding sources to offset costs.

Given the Advisory Team recommendations have been made public, administration will take time to review the proposals along with other administrative proposals. A final recommendation from administration will be shared with the Board and members of the Homecroft Community Advisory Team with a benchmark of March 18-25.. Upon recommendation of the facilitator, administration is beginning to explore closure to the advisory committee process.

- **North End**
The Executive Director of Elementary Education, staff from Human Resources and the Federation of Teachers presented information to North End staff regarding the process for selecting to participate in the new program, as well as the voluntary and involuntary transfer process should they elect not to be part of the new program. The North End Door to Door Committee had its kick-off recruitment effort on Saturday, February 9. 16 volunteers donated their Saturday morning to this recruitment effort and knocked on over 350 doors. It is a start to getting the word out and a first step in establishing relationships with families.
- **Phalen Lake**
Staff volunteers hosted an information booth at the Como International Market on Saturday, February 9. Flyers and bookmarks containing information on the new programming were distributed. The school's Recruitment/Retention Committee plans to hold regular information/recruiting events for the remainder of the year. The Curriculum Development/Planning Committee will be meeting to further plan implementation of Hmong studies into the academic core knowledge program. The half-time Hmong culture specialist will begin March 3.
- **Farnsworth/Cleveland**
Executive Directors of High School Education and Elementary Education attended the welcoming event at Cleveland for Farnsworth parents and students. The event was co-hosted by the principals from both schools and featured a welcoming ceremony, tours and dinner. Attendees had the opportunity to visit classrooms, have questions answered by staff and take personal tours of the building. The Farnsworth Site Council met with discussion focused on delineation of co-principal responsibilities; their recommendations

will be forwarded to administration. The two co-principals scheduled for the 2008-09 school year concluded the second round of discussions on specifics of the role.

- **Humboldt**

The Executive Director of Middle Grades Education, site administration from Humboldt Junior and Senior and the Director of Secondary Curriculum and Alternative Learning Programs met with the Executive Director of the Steger Foundation to explore possibilities of partnership opportunities for the Humboldt 7-12 grade environmental studies focus. The Foundation has expressed an interest in partnering with the complex. The Director of Secondary Curriculum and Alternative Learning Programs will lead the work of building the foundation for Humboldt's curriculum and serve as the contact for the Steger Foundation.

- **Other Discussion**

- Partnership with St. Paul College
- Homecroft timing/enrollment/design of program/opportunities
- ELL Programs for acquiring English
- Integration of Hmong culture into core curriculum
- Soft (emotional) factors involved in repurposing of schools

Mr. Goldstein left the meeting at 8:29 p.m.

3. Summary of 08-09 School Calendar Recommendations

The Calendar Committee met to discuss District needs and how to move toward a calendar that includes more instructional time. The Chief of Staff reiterated the start date for 2008 as September 2. The committee debated whether to start on that date or whether to postpone to September 8 to avoid disruption from the Republican National Convention. After consulting with the Mayor's staff and the St. Paul Police Department the District is comfortable that it will be able to mitigate any disruptions that may occur primarily to the bus routes which pass through the downtown area. Additionally, in looking at the calendar, pushing the start date to September 8 would mean students returning from spring break would move immediately into testing. Keeping the opening date at September 2 allows a week of additional preparatory time before taking the tests. Kindergarten will start on September 8 in order to ensure their start experience is positive with minimal disruption.

Winter break returns to two weeks due to the holidays falling on Thursdays and it simply wasn't practical to have an abbreviated winter break. A survey was conducted with regard to professional development days, results indicated staff overwhelmingly preferred early release dates to late start dates. Therefore four professional development days were kept on the calendar for 08-09. High schools are uniformly converting to a quarter system and the calendar reflects this change. Parent conference dates were moved up by two weeks allowing more interaction with parents earlier in the year.

The calendar reflects 180 teacher days, 175 secondary days and 173 elementary days with 24 days of summer school. The Calendar Committee will continue to work on planning calendars for additional years out. Three issues have come to light for the 09-10 calendar: (1) that parent teacher conferences are addressed adequately, (2) the issue of instructional retention loss for students by not having a structured summer program and how to address maintaining the critical learning points in light of this and (3) professional development opportunities in relation to the ideal day. The committee will be structured to include more parents and students.

4. Human Resource Transactions

The Superintendent recommended the appointment of:

- Nancy Stachel, Deputy Chief Academic Officer effective February 20
- Joseph Raasch, Deputy Chief Operations Officer effective February 25
- Stacey Gray Akyea, Director of Evaluation and Audits effective March 3
- Sharon Freeman, Interim Executive Director Elementary Grades effective February 20

- Steven Unowsky, Principal, A-Plus Program at Linwood and Monroe Schools effective August 4

She further recommended approval of the Human Resource Transactions entered into the system between December 17 and January 16 as outlined on pages 35-40 in the Board book.

Discussion was held on:

- Clarification was made by the Superintendent, in response to a Board question, about the process involved in hiring an individual for a specific position and whether they would be a good fit for the position and in the District culture as well as ensuring that the process is equitable and fair.
- What the deputy chief positions are and the need to fill them now
- Budget scenario and its impact on hiring
- Honoring site-based decision making

It was recommended that the HR items be split for purposes of action.

MOTION: Mr. Conlon moved the Board of Education accept the recommendation for appointment of Nancy Stachel, Deputy Chief Academic Officer effective February 20, Joseph Raasch, Deputy Chief Operations Officer effective February 25, Stacey Gray Akyea, Director of Evaluation and Audits effective March 3, Sharon Freeman, Interim Executive Director Elementary Grades effective February 20 and Steven Unowsky, Principal, A-Plus Program at Linwood and Monroe Schools effective August 4, 2008. Motion seconded by Ms. Street-Stewart.

The motion passed with the following roll call vote:

Ms. Street-Stewart	Yes
Mr. Conlon	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Mr. Brodrick	Yes

MOTION: Ms. Street-Stewart moved that the Board of Education approve the Human Resource Transactions entered into the system between December 17, 2007 and January 16, 2008, as published on pages 35-40.

The motion died for lack of a second.

It was noted the HR items were time specific for peoples' working relationships with the district. The question was raised as to how the Board wants to handle these, whether they should be brought back in month as the actions do not go away. There are many people on the lists and no action does impact the work of the district.

Clarification was sought from Counsel who stated the Board is the ultimate decision maker with respect to hiring, terminations, promotions, etc. for all employees. The Board can do what it wishes as a collective action of the Board including holding closed meetings if the Board wants to evaluate a particular employee or employees. A special meeting can be called provided notice is given at least four days in advance. If a motion is being made the particular item within the HR Report must be specified.

MOTION: Mr. Hardy moved that the Board of Education approve the Human Resource Transactions entered into the system between December 17, 2007 and January 16, 2008, as published on pages 35-40, with the exception that the "Suspension Without Pay" item on Page 38 be pulled from the pages for consideration at a Board meeting. Motion seconded by Mr. Conlon.

The motion passed with the following roll call vote:

Ms. Street-Stewart	Yes
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Mr. Conlon	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Mr. Brodrick	Yes

IX. CONSENT AGENDA

MOTION: Mr. Hardy moved that the Board of Education approved the Consent Agenda items as published with the exception of Item 17, Request to Enter into a Contract with Melanie Crawford and Item 18, Authorization to Increase a Contract for Placement of a Resident Student for Special Education Services which were pulled for separate consideration. Ms. Street-Stewart seconded the motion.

The motion passed with the following roll call vote:

Ms. Street-Stewart	Yes
Mr. Conlon	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Mr. Brodrick	Yes

The following Consent Agenda Items were approved.

1. Gifts

BF 27478 Gift Acceptance from Ceridian Corporation (Central)

That the Board of Education authorize the Superintendent (designee) to allow Central High School to accept a monetary gift from the Ceridian Corporation to be used as designated. The total give of \$17,000.00 will be deposited into the Central High School Intra-school account, 19-210-000-000-5096-0000.

BF 27479 Gift Acceptance from the Dietrick Parks Foundation (Longfellow)

That the Saint Paul Public Schools Board of Education authorize the Superintendent (designee) to allow Longfellow Humanities Magnet School to accept a monetary gift of \$5,000.00 from the Dietrick Parks Foundation. The total amount will be deposited into Intra-school account, 19-512-000-0000-5096-0000.

BF 27480 Gift Acceptance from the ECOLAB Foundation (Humboldt Jr.)

That the Board of Education authorize the Superintendent (designee) to allow Humboldt Junior High School to accept a monetary gift from the ECOLAB Foundation of \$5,875.00, which will be deposited into the Principal's Intra-school account, 19-335-000-000-5096-0000.

BF 27481 Gift Acceptance from Saint Paul Public Schools Foundation (Como)

That the Board of Education authorize the Superintendent (designee) to allow Como Park Senior High School to accept this gift from the Saint Paul Public Schools Foundation. The \$10,000.00 will be deposited into the Intra-school account, 19-212-291-000-5096-0000.

2. Grants

BF 27482 Request for Permission to Submit a Grant Application to Citigroup Foundation for Academies of Finance at Arlington, Como Park and Johnson High Schools

That the Board of Education authorize the Superintendent (designee) to submit a grant application to Citigroup Foundation for the continued implementation of Academy of Finance at Arlington, Como Park and Johnson High Schools in the district; to accept the funds, if awarded; and to implement the project as specified in the award documents.

- BF 27483** Request for Permission to Submit a Grant Application to the City of St. Paul STAR Neighborhood Investment Fund Program (Expo Elementary)
That the Board of Education authorize the Superintendent (designee) to submit a grant application to the City of St. Paul for a STAR Neighborhood Investment Fund Program grant for maintenance projects at Expo Elementary School; to accept the funds, if awarded; and to implement the project as specified in the award documents.
- BF 27484** Request for Permission to Submit a Grant Application to the Minnesota Department of Education (Washington Technology)
That the Board of Education authorize the Superintendent (designee) to submit a grant application to the Minnesota Department of Education for funds to improve and upgrade technology resources in the school library at Washington Technology Magnet Middle School, and to support the Audio Book Buds project in partnership with the Saint Paul Public Library, Rice Street Branch; to accept the funds, if awarded; and to implement the project as specified in the award documents.
- BF 27485** Request for Permission to Submit a Grant Application to the Monitors Foundation Fund
That the Board of Education authorize the Superintendent (designee) to submit a grant application to the Monitors Foundation for funds to support the *Chosen to Achieve* mentoring program for African American youth in the district; to accept the funds, if awarded; and to implement the project as specified in the award documents.
- BF 27486** Request for Permission to Submit a Grant Application to the National Aeronautics and Space Administration (NASA)
That the Board of Education authorize the Superintendent (designee) to submit a grant application to NASA for funds to support creation of a NASA Explorer School program at Cleveland Junior High School; to accept the funds, if awarded; and to implement the project as specified in the award documents.
- BF 27487** Request for Permission to Participate in a Grant Project with Parents as Teachers National Center, Inc.
That the Board of Education authorize the Superintendent (designee) to participate in a grant with the Parents as Teachers National Center, Inc. program to provide parenting and early childhood education for low-income, challenged families who are not currently receiving ECFE services; to receive funds and to implement the project as specified in the award documents.
- BF 27488** Request for Permission to Accept a Grant from QAD, Inc.
That the Board of Education authorize the Superintendent (designee) to accept a grant from QAD, Inc. for funds to support the Poetry Lab and to implement the project as specified in the award documents.
- BF 27489** Request for Permission to Submit a Grant Pre-Application to the United States Department of Education for Early Reading First Programs at St. Paul Public Schools
That the Board of Education authorize the Superintendent (designee) to submit a grant application to the United States Department of Education for a grant to expand and enhance opportunities for low-income preschool-age children to participate in literacy-based early childhood programs; to accept the funds, if awarded; and to implement the project(s) as specified in the award documents.

3, Agreements

BF 27490 Professional Services from the Adkins Association, Inc.
 That the Board of Education authorize the administration to procure consultant architectural-engineering services from the Adkins Association, Inc., as needed, based on a schedule of rates not to exceed \$120.00 per hour for the period March 1, 2008 through February 28, 2009 or for additional extended periods at the same terms and conditions.

BF 27491 Professional Services from Afton Architects & Planners
 That the Board of Education authorize the administration to procure consultant architectural services from Afton Architects & Planners., as needed, based on a schedule of rates not to exceed \$125.00 per hour for the period March 1, 2008 through February 28, 2009 or for additional extended periods at the same terms and conditions.

BF 27492 Permission to Enter into an Agreement with Crossing Borders, Inc.
 That the Board of Education authorize the Superintendent (designee) to enter into an agreement with Crossing Borders, Inc. for \$125,000 for travel arrangement services for the October 21-November 2, 2008 Community Education European Tour.

BF 27493 Agreement Between Saint Paul Independent School District No. 625 and Saint Paul Ramsey County Department of Public Health
 That the Board of Education authorize the Superintendent to enter into an agreement with Saint Paul Ramsey County Department of Public Health to accept Maternal Child Health funds in the amount of \$20,000 from January 2, 2008 through December 31, 2009.

5. Administrative Items

BF 27494 Certificate of Authority
 That the Board of Education adopt the Certificate of Authority which authorizes the Chief Business Officer, Purchasing Manager and Controller to enter into and sign agreements as specified in Minnesota State Statute § 471.345 and Minnesota State Statute § 123B.52.

BF 27495 Recommendations for Exclusion of Students in Non-Compliance with Minnesota Statute § 123.70 Health Standards: Immunizations
 That the Board of Education excludes the named students from school effective February 28, 2008, should they not comply with Minnesota State Health Standards for Immunizations on or before this date.

BF 27496 Monthly Operation Authority
 That the Board of Education approve and ratify the following checks and wire transfers for the period January 1-January 31, 2008.

(a) General Account	#424180-426496	\$47,836,917.94
	#3011537-3011653	
(b) Debt Service	-0-	24,407,795.53
(c) Construction	-0-	<u>4,454,819.82</u>
		<u>\$73,699,533.29</u>

Included in the above disbursements are payrolls in the amount of \$16,983,261.12 and overtime of \$88,387.11.

(d) Collateral Changes

US Bank – Securities Pledged		
31371L2F5 FNMA POOL 255574		\$28,636,519

BF 27497 Appointment to the Relicensure Committee

That the Board of Education of Independent School District No. 625 approve the appointment of Michael J. Coffey to the Relicensure Committee.

6. Bids

BF 27498 Bid No. A9200-W Vertical Form/Fill/Seal Machine

That the Board of Education authorize award of Bid No. A9200-W for furnishing and delivery of a vertical form/fill/seal machine for Nutrition Services to the sole bidder, TVCS Equipment, Inc. for \$98,250.00.

BF 27499 Bid No. A9202-M Window Retrofit at Webster Magnet Elementary School

That the Board of Education authorize award of Bid No. A9202-M for window retrofit at Webster Magnet Elementary School to the lowest responsible bidder, Val-Pro, Inc. for \$100,553.00, the lump sum base bid plus alternate no. 1.

BF 27500 Bid No. A9204-C Science Lab Remodel & Phy Ed Upgrade at Murray Junior High School

That the Board of Education authorize award of Bid No. A9204-C for the science lab remodel and phy ed upgrade at Murray Junior High School to the lowest conforming bidder, Prestige Builders of MN, LLC, for \$212,200.00, the lump sum base bid plus alternates no. 1 through 4.

BF 27501 Bid No. A9205-C General Asbestos Abatement Services

That the Board of Education authorize award of Bid No. A9205-C for providing general asbestos services on an as-needed basis at district buildings for a one year period to the two lowest responsible bidders, Mavo Systems, Inc. for unit prices determined by a multiplier of 0.844; and Twell Environmental, Inc. for unit prices determined by a multiplier of 0.859. The total estimated one year cost is \$150,000.00.

CONSENT AGENDA ITEMS FOR SEPARATE CONSIDERATION

BF 27502 Request to Enter into a Contract with Melanie Crawford

The question was raised as to why the delay in the request for these services. The response was the services have been in effect for a 3 year period, the process for this particular approval started in September. Various clarifications were needed along with HR review on where it fits in the District structure; upon completion of this review the item was submitted to the Board for approval. This approval is different from the previous two years in that it is of sufficient amount to require Board approval.

MOTION: Mr. Brodrick moved, seconded by Ms. Street-Stewart, that the Board of Education authorize the Superintendent (designee) to enter into an agreement with Melanie Crawford, Educational Consultant, to provide facilitation, coaching, professional development and other services, as stipulated in the contract agreement, from September 4, 2007 through June 6, 2008, for an amount not to exceed \$90,000, which will be paid from General Fund Staff Development budget 01-494-640-306-6305-0000.

The motion passed with the following roll call vote:

Ms. Street-Stewart	Yes
Mr. Conlon	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Mr. Brodrick	Yes

BF 27503 Authorization to Increase a Contract for Placement of a Resident Student for Special Education Services

The question was raised whether this is a special consideration or if this happens regularly. Administration responded that it is a common occurrence. There are Federal and State statutes for Special Education stipulating that the District must provide services for special education students. If services can't be provided within the district, service must be arranged elsewhere to meet the need. Special education is not and has not been fully funded by the state so the district is responsible for those costs not offset by state or federal programs.

MOTION: Mr. Conlon moved, seconded by Ms. Street-Stewart, that the Board of Education authorize the Superintendent to increase the contract for monthly services from Chileda Institute to provide special education services for one student through calendar year 2008 at a cost of \$170,000 to be offset by \$145,000 state aid for a total net cost of \$25,000.

The motion passed with the following roll call vote:

Ms. Street-Stewart	Yes
Mr. Conlon	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Mr. Brodrick	Yes

X. OLD BUSINESS

1. Appointments to the Citizens' Budget and Finance Advisory Committee (CBFAC)
Clarification was sought as to what positions still remained open on the committee. The Chief Business Officer indicated there was one "at large" appointment open, any additional appointments would need to be made specifically by a Board member.

MOTION: Ms. Street-Stewart moved that the Board of Education approve the appointment of Angel M. Thomas to the at large position on the Citizens' Budget and Finance Advisory Committee (CBFAC). Motion seconded by Mr. Hardy.

The motion passed with the following roll call vote:

Ms. Street-Stewart	Yes
Mr. Conlon	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Mr. Brodrick	Yes

XI. NEW BUSINESS -- None

XII. BOARD OF EDUCATION

1. Information Requests and Responses

MOTION: Mr. Conlon moved, seconded by Mr. Hardy, that the Board of Education request administration provide additional information on the suspension either by memo or other appropriate venue under "attorney/client privilege".

The motion passed with the following roll call vote:

Ms. Street-Stewart	Yes
Mr. Conlon	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Mr. Brodrick	Yes

2. Items for Future Agendas
3. Board of Education Reports/Communications

XIII. FUTURE MEETINGS SCHEDULE

1. Board of Education Meetings

- March 18
- April 15
- May 20
- June 17

2. Committee of the Board Meetings

- February 26
- March 25
- April 29
- May 6
- May 27 -- CANCELLED
- June 10
- June 24

XIV. ADJOURNMENT

MOTION: Mr. Brodrick moved, seconded by Mr. Conlon, that the meeting adjourn.

The motion passed with the following roll call vote:

Ms. Street-Stewart	Yes
Mr. Conlon	Yes
Mr. Hardy	Yes
Ms. Kong-Thao	Yes
Mr. Brodrick	Yes

The meeting adjourned at 10:25 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,
 St. Paul Public Schools Board of Education