

**COMMITTEE OF THE BOARD  
MEETING MINUTES  
APRIL 24, 2007**

PRESENT: BOARD OF EDUCATION: Ms. Kong-Thao, Chair; Mr. Brodrick, Ms. Carroll,  
Mr. Conlon, Mr. Goldstein, Ms. Street-Stewart

STAFF: Superintendent Carstarphen, Deb Henton, Valeria Silva,  
Yusef Mgeni, Willie Nesbit, Jeremiah Ellis, Hitesh Haria,  
Christine Wroblewski, Jeff Lalla, Peter Christianson,  
Denise Quinlan, Wayne Arndt, Teresa Rogers, Lois  
Rockney, Kimberly Janes, Phil Moye, Patrick Romey

OTHERS: Doug Belden, Pioneer Press; Helinna Ayalew, Student;  
David Ellis, HSRA; Wayne Jennings, HSRA; Jesse  
Tejeda, Community of Peace; Tim McGowan,  
Community of Peace; Grace Yang, New Spirit; Walt  
Stull, New Spirit; Bob Kreischs, New Spirit; John  
Longballa, New Spirit

**I. CALL TO ORDER**

The meeting was called to order at 4:30 p.m. by Ms. Kong-Thao, Committee Chair.

**II. AGENDA**

Ms. Kong-Thao introduced the items on the agenda for this meeting, which were:

- Overview and Training for Board Members on Non-Renewal Process
- Charter School Review

**1. Overview and Training for Board Members on Non-Renewal Process**

Superintendent Carstarphen stated last year, during the probationary teacher non-renewal meeting, the Board of Education requested more information about the process, and that an overview of the training would be helpful in advance of the 2006-07 process. Dr. Carstarphen said the purpose of this portion of the meeting is to provide an overview of the probationary teacher non-renewal process of Saint Paul Public Schools.

Teresa Rogers, Executive Director of Human Resources and Employee Relations, provided a Power Point presentation on Probationary Teacher Non-Renewal Process. Ms. Rogers' agenda included: 1) Background and Purpose; 2) Process for 2006-07 School Year (a review of the process that the district is using this year which is different from what has been done in the past) and the timing of the process; 3) Communications and Resources available to staff. Time was allocated for questions following the presentation.

The presentation highlighted the legal requirements provided in the Minnesota Statute Section 122A.41 that applies to Saint Paul, Minneapolis and Duluth school districts, defining Subd.2. Probationary period, discharge or demotion, case law, and Subd.4 (b) that states, "A probationary teacher is deemed to have been re-employed for the ensuing school year, unless the school board in charge of such person gave such teacher notice in writing before July 1 of the termination of such employment." Ms. Rogers stated, in case law teacher contracts may be non-renewed for any reason but the district typically has a reason for non-renewal of a teacher's contract and in the past few years district staff involved has looked at teacher performance, budget or licensure.

Ms. Rogers discussed the Career in Education Program (CIE), a collaborative effort between SPPS and the SPFT that began in 1999-2000. The CIE Board is made up of 9 teachers and 8 administrators. The goals of CIE are:

- To support professional growth of teachers through quality, professional development and assessment
- Standards of Effective Teaching linked to nine (9) Principles of Learning (POL)
- Achievement of Tenure Program, that provide support in different ways to new teachers
- Professional development – tenured staff
- Teacher Assistance Program

This information is available on the SPPS web site.

Ms. Rogers discussed the 2006-07 Process and Timing beginning in spring 2007, ending June 5, at which time the Superintendent will submit the names of teachers whose contracts will not be renewed to the Board of Education for formal action. Before July 1, the Human Resource Department will notify teachers of the Board's action.

Valeria Silva, Chief Academic Officer, discussed changes made to the Probationary Teacher Non-Renewal Process which include the new role of the Executive Directors in the process. She provided scenarios that could develop in buildings and how they could assist; (i.e., a principal assigned to a building who is not familiar with environment and staff, or new teachers needing additional support, especially in the area of special education. Under the new process, the Executive Director in charge of that building can provide support and information on different programs available to new teachers and be more involved in the day to day issues). Ms. Silva remarked the Human Resources Director met with administrators and went over the process with them. She stated the Board of Directors training is also new. She concluded that these changes should help to improve this process.

Committee member's discussion: Mr. Goldstein and Mr. Conlon expressed concern that in the past this process was faulty and hopefully the new process will be successful. Ms. Silva remarked with new technology and the database being developed the process should improve. Ms. Carroll expressed approval of the new process especially the executive director's role. Ms. Kong-Thao thanked staff for the very good information and training for board members.

## 2. Charter School Review

Introductions were made. Superintendent Carstarphen stated the three charter schools up for contract renewal with Saint Paul Schools would be discussed. The charter schools are: 1) Community of Peace Academy; 2) High School for the Recording Arts and 3) New Spirit.

Mr. Yusef Mgeni, Office of Charter School Liaison and Educational Equity, explained the charter school process and the relationship to the Saint Paul Public Schools as sponsor. He stated the recommendation is to renew the sponsorship of all three schools.

Mr. Phil Moye and Patrick Romey provided an overview of each charter school's program, student and staff demographics, student achievement data, observed and reported strengths and successes and provided suggestions for continuous school improvement.

Staff members from each charter school provided their input and answered questions asked by committee members.

The following motion was made:

**MOTION:** It was moved by Mr. Conlon and seconded by Ms. Street-Stewart that the Committee of the Board recommend the Board of Education approve the renewal for the three charter schools: 1) Community of Peace Academy, 2) High School for the Recording Arts and 3) New Spirit for three (3) more years.

Ms. Carroll offered an amendment to the motion that would provide renewal for a three (3) year contract for Community of Peace Academy and New Spirit, and renewal for a two (2) year contract for the High School for the Recording Arts. The amendment failed for lack of a second.

After further discussion, Ms. Carroll indicated she would support the renewal of a three (3) year contract with the High School for the Recording Arts and offered an amendment that within the three years with a targeted review being done focusing on key areas of concern and that a report be brought back to the Board with an update of progress. The amendment failed due to lack of a second.

Discussion followed and Mr. Conlon called the question. Ms. Kong-Thao repeated the original motion and called for a vote.

**CONTINUATION OF MOTION:** It was moved by Mr. Conlon and seconded by Ms. Street-Stewart that the Committee of the Board recommend the Board of Education approve the renewal for the three charter schools: 1) Community of Peace Academy, 2) High School for the Recording Arts and 3) New Spirit for three (3) more years.

**The motion passed.**

3. Board Vacancy

Ms. Street-Stewart stated she had received notice of resignation from Board member Al Oertwig. Ms. Street-Stewart asked committee members for their approval to accept the e-mail letter she received as the letter of resignation and to move forward on filling the vacancy.

Discussion followed. Ms. Street-Stewart remarked a Special Board Meeting would be scheduled for next week to accept the letter of resignation and to discuss the selection process. The date set is May 1, at 7:00 p.m. which allowed sufficient time for posting the meeting.

The following motion was made:

**MOTION:** It was moved by Mr. Brodrick and seconded by Ms. Carroll that the Board of Education accept the e-mail letter as Letter of Resignation from Mr. Al Oertwig and proceed to give direction for the process to fill the vacancy.

**The motion passed.**

4. Board Calendar

Ms. Kong-Thao asked for committee member's availability for a meeting with City Council and a Board Retreat. Discussion followed. Ms. Kong-Thao will inform committee members of the date and time decided. The Board Retreat is set for May 30<sup>th</sup> from 4:00 to 10:00 p.m.

**III. ADJOURNMENT**

The meeting was adjourned at 7:30 p.m. by Ms. Kong-Thao, Committee Chair.

Respectfully submitted by  
Diana J. Sanders  
Recorder  
Saint Paul Board of Education

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