

**MEETING MINUTES  
COMMITTEE OF THE BOARD  
April 29, 2008**

**PRESENT:** Board of Education: Elona Street-Stewart, Kazoua Kong-Thao, John Brodrick, Tom Goldstein, Tom Conlon, Keith Hardy, Anne Carroll

Staff: Superintendent Carstarphen, Hitesh Haria, Joe Raasch, Jaber Alsiddiqui, Michael Baumann, Lois Rockney, Bee Lee, Michelle Walker, Christine Wroblewski, Suzanne Kelly, Armando Carmacho, Shirley Heitzman, Pat Quinn, Jeremiah Ellis, Valeria Silva, Howie Padilla, Kathy Denman-Wilke

Other: Policy Chief John Harrington, Mike Anderson, Doug Belden

**I. CALL TO ORDER**

The meeting was called to order at 4:55 p.m. by the Chair, Ms. Street-Stewart. The meeting was held in the Loretta Gagnen All Nations Room of the Mounds Park World Cultures and American Indian Magnet School in St. Paul, Minnesota.

**II. AGENDA**

The Chair indicated the agenda for the meeting would address: an SPPS Foundation Update, a review of the SRO Contract, a report on the changes to the pupil based allocation and a report on the plans for summer school sessions.

**1. SPPS Foundation Update**

Michael Anderson, Executive Director of the Saint Paul Public Schools (SPPS) Foundation extended the Foundation's thanks for the support provided by SPPS in establishing the solid foundation on which its work is being built. He went on to state the mission of the Foundation is "to rally investments of time and resources to support academic success in the Saint Paul Public Schools." Its board is made up of community activists and leaders from business, education and the non-profit community. Mr. Anderson noted the Foundation, in its work, is emulating the successful efforts of the Friends of the St. Paul Public Library. He reviewed the key accomplishments of the Foundation during its first year. He then went on to note the Foundation partners with SPPS and the community to support academic achievement by:

- Championing support for public education and the school district
- Facilitating partnerships with community organizations, businesses and individuals to create a premier educational environment that supports academic success for all students
- Funding projects that support students, families, teachers and schools
- Celebrating the success of students, schools and the school district.

Initial projects the Foundation is supporting in 2008 include:

- Tutoring Partnership for Academic Excellence
- Support of Achievement Plus
- Launching of a community engagement campaign with SPPS.

Mr. Anderson indicated that the Foundation is working toward establishment of an Annual Campaign and Endowment to support the Foundation's mission.

Following discussion and clarification in several areas, the Board extended its thanks for the presentation and the information provided to the Board.

2. SRO Contract

The Executive Director of Operations recognized the strong partnership SPPS has had with the Saint Paul Police Department and recognized the difficult economic climate currently existing for both the City and the District. He then went on to review the highlights of changes to the contract from previous years:

- The number of SROs has been reduced from 12 full-time officers to nine full-time officers
- Contracted security will be used to augment the nine officers to help provide more complete coverage
- SRO assignments will be determined at a later date
- The budgetary impact of the reduction of the number of SROs results in a decrease of the contract award by \$250,000 annually.
- The St. Paul Police Department contribution toward the contract remains at \$100,000 in cash. This contribution excludes in-kind services such as the cost of squad cars, equipment, training, etc.
- The post orders included in the contract have been enhanced to ensure best practice and resource allocation for SPPS
- The renewal is for a period of two years at a cost of \$790,000 (08-09) and \$807,000 (09-10).

Following the summary of the contract, the Board requested clarification and discussion which included:

- How the contracted security would be utilized and what type of evaluation would be used to ensure their "fit" within SPPS and the students it serves
- Assurance that SPPS would have the ability to exclude specific security persons if they did not meet SPPS expectations
- Clarification on the "extra" involvement SROs might have with SPPS students (i.e., coaching, mentoring)
- Concern regarding interaction between the police department and SPPS when situations occur in the area of the schools but not necessarily involving the schools and the protocols established for communicating these situations.

Chief Harrington acknowledged the good relationship the SROs have had with the schools and provided a brief historical review of how the program has evolved. He indicated that, given the fiscal realities and the City's budget, this contract is a reasonable approach to meet the needs of the district high schools which have the most students and potentially most critical needs while still being able to provide some staffing for the middle schools as well.

Staff provided a brief review of two surveys being conducted which included the areas of safety and security indicating results would be provided when it is completed.

**MOTION: Ms. Carroll moved that the Committee of the Board recommends that the Board of Education approved the renewal, for a period of two years, of the SRO contract between SPPS and the St. Paul Police Department. Motion seconded by Mr. Conlon.**

**Motion passed unanimously.**

3. Pupil Based Allocation

The Chief Business Officer reviewed the proposed timeline for the budget discussion with presentation of the budget at the May 6 COB, a community input session on May 20 following the Board of Education meeting, additional discussion on the budget at the June 10 COB and final action at the Board of Education meeting on June 17.

She then moved on to a review of the work involved in establishing the new pupil based allocation.

The Pupil Funding Formula (PFF) Task Force was established in January 2008 to review and revise the pupil based allocation system used by SPPS. This action was taken to address the findings of the efficiency study completed by Education Resource Strategies (ERS) and the SPPS Strategic Plan initiatives which identified deficiencies within the former allocation process.

The Task Force was made up of the Chief Business Officer, the Controller, the Chief Budget Officer, the Deputy Chief Academic Officer, one Executive Director of Elementary Education, one Executive Director of Secondary Education, one elementary principal, one middle and one high school principal and one parent who was also a member of the Citizen's Budget and Finance Advisory Committee (CBFAC).

The charge to the committee was to review the current PFF and build on existing strengths of that formula; develop key elements to be included in all school budgets and build accountability measures that ensure the effective and strategic use of school resources. The Task Force determined the formulas' strengths included:

- The autonomy that it gives principals and site councils to make meaningful decisions
- The relative equity (with a few minor exceptions) it provides
- The need for accountability measures for appropriate alignment of resources to goals.

The Task Force completed its initial work in mid-February with a recommendation submitted to the Senior Leadership Team (SLT). The SLT accepted the recommendation of the Task Force and directed that changes be implemented for the 2008-09 budget process.

The following are the recommendations made by the Task Force:

- A list of key elements to be provided to schools as the minimum programs that are required to be funded with the school's budget
- Application of a comparability test to ensure that schools with higher poverty rates receive a higher per-pupil amount than schools with lower poverty rates
- Application of a viability test to ensure that the minimum received per pupil is enough to support a school program. (The viability levels for 2008-09 are \$4,900 for an elementary school, \$4,500 for a junior high school and \$4,000 for a high school).
- Funding of the above modification to the formula to be done by reallocating more restrictive categorical state aids to fund centrally budgeted programs and replace them with an equal amount of non-restricted general fund dollars as follows:
  - Integration revenue that is currently allocated to the sites on the per pupil basis will be used to fund district-wide programs that have direct impact on the implementation of the district's Inclusiveness Plan. Examples are: Transportation, ELL, Indian Education and Office of Community Relations. The school will receive an equal amount of the general fund allocation in lieu of this amount that is unrestricted. This will provide better accountability in tracking use of integration funds.
  - The five percent holdback of compensatory education revenue will be reinstated for 2008-09 and the proceeds will be redistributed to schools to ensure that the dollar amount per pupil provides an allocation that is viable and comparable.
- Development of a list of "Guiding Questions" for school leaders and site councils to use during the budget development process. Guiding Questions will focus on key outcomes outlined in the Strategic Plan, as well as focus on student needs and achievement. Training opportunities will be provided to support effective resource use throughout the year and conducted in such a way as to increase capacity of principals.
- Establishment of a standing committee to provide guidance to Executive Directors and other supervisors on particular resource use issues. This committee will be advisory to administration and will be limited to six standing members with rotation for Executive Directors.
- Limits on schools' carryover will remain unchanged. Schools will be required to submit a written plan to Executive Directors by March 31 of each year for approval of carry over funds.

Board discussion included such areas as:

- How the allocation monies are used to address poverty issues
- The optimal number of students needed to make a school viable
- Whether data points have been established to compare budgets coming in from schools to be sure allocations are appropriate based on established minimum requirements
- The carryover process
- Other minimum requirements which need to be considered in future (phy ed, media specialists, counselors, nurses, art, music)
- What is actually needed to fund a comprehensive program for a school

4. Academic Summer School Report

The Chief Academic Officer offered a review of plans for SPPS Summer School.

The ALC elementary summer session includes students in grades K – 5. It will run for four hours each morning with emphasis on balanced literacy and integrated math. Training will be given prior to the session start to be sure teachers are working from the same strategies.

The middle level summer session will focus on students working toward passing 80% of their classes with the focus on core subject areas of reading, writing and math with some social studies areas as needed. Some of the AVID Pathways have been embedded to help transition students.

The high school summer session will focus on recovery of lost credits and preparation for graduation tests. It will be standards based with supplementary materials that go with the school year curriculum and will offer elective test preparation, reading, writing or math classes.

She noted a major effort SPPS needs to undertake is to reduce the number of kids needing to attend summer school by addressing deficiency issues during the regular school year.

### III. **ADJOURNMENT**

Upon completion of the last report a motion was made and passed to adjourn the meeting.

The meeting adjourned at 6:24 p.m.

Respectfully submitted  
Marilyn Polsfuss  
Assistant Clerk