



South St. Paul School Board - Work Session

Monday, April 14, 2025 5:00 PM

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

I. DISTRICT

I.A. District Strategic Plan Update (Committee)

II. BUDGET AND STAFFING

II.A. 2025-26 Budget Alignment (B. Zambreno/R. Chhoth)

II.B. 2025-26 Staffing Process (J. Milteer)

III. SCHOOL BOARD

III.A. Public Relations and Community Engagement (Board)

III.B. Committee Updates (Board)

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

III.C. Other Items Deemed Necessary by the School Board

IV. ADJOURNMENT



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: April 14, 2025

Place on Agenda: Work Session

Action Requested: Review Only. Approval will be requested at the April 28, 2025 business meeting.

Attachment: **Draft Strategic Plan**

Topic: Strategic Plan
Presenter(s): Superintendent Zambreno, T. Posnanski (Studer), and Strategic Plan Steering Committee
Background: The Strategic Planning Steering Committee, comprised of staff and family representatives and led by Tina Posnanski from Studer Education, has spent the past several months developing a forward-thinking strategic plan recommendation for South St. Paul Public Schools. This work was informed by a comprehensive stakeholder engagement process, including focus groups with students, staff, families, and community members. Their input was critical in shaping the direction of the plan and ensuring it reflects the values, needs, and aspirations of the entire SSP community. The committee is proud to share this recommendation with the School Board, along with a summary of the process, key themes, and proposed next steps to guide the district over the next five years.
Recommendation: Review Only. Approval will be requested at the April 28, 2025 business meeting.
Alternatives: N/A

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Strategic Plan - 2025-2030

Mission: *Engage, Educate, Empower!*

Vision: *Nurturing an inclusive Packer community of lifelong learners.*

Packer Performance- Fostering Growth and Achievement

- **Focus on Growth:** Cultivate an environment that encourages continuous improvement, academic success, and high performance.
- **Support Staff Excellence:** Empower and support staff as they learn and collaborate to drive student achievement
- **Expand Opportunities:** Offer diverse academic and extracurricular experiences that inspire curiosity, critical thinking, and personal growth.

Packer Pride - Celebrating Core Values and Community

- **Align Actions with Core Values:** Ensure every decision and action reflects our commitment to our community values of Pride, Respect, Resilience, Integrity, Collaboration, and Equity.
- **Promote District Strengths:** Showcase what makes our district unique and welcoming, attracting students, families, and staff.
- **Celebrate and promote hard work and engagement:** Recognize and appreciate the dedication of students, families, staff, and community members in fostering a thriving and supportive educational environment.

Packer Promise - Cultivating Inclusive Opportunities for All

- **Cultivate a Welcoming Environment:** Build a safe, inclusive, and supportive learning community where everyone feels valued and heard.
- **Communicate Transparently:** Foster trust by delivering clear, consistent, and transparent communication that encourages engagement and strengthens relationships.
- **Expand Pathways to Success:** Provide diverse opportunities for students to explore their academic and personal goals, unlocking their full potential for success in school, careers, and life.
- **Foster Belonging:** Strengthen connections through shared experiences that create a sense of pride and belonging within our schools and community (moved down from Packer Pride).



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: April 14, 2025

Place on Agenda: Work Session

Action Requested: Review Only. Approval will be requested at the April 28, 2025 business meeting

Attachment: none

Topic: 2025-26 Budget Alignment
Presenter(s): Superintendent Zambreno and Finance Director Ra Chhoth
Background: <p>At the School Board work session on Monday evening, Superintendent Brian Zambreno and Finance Director Ra Chhoth will present the 2025–26 Budget Alignment plan, which outlines administrative recommendations to address a projected \$2.25 million budget shortfall. This deficit is largely the result of state funding challenges, rising operating costs and declining enrollment. The proposed plan aligns with the district’s mission and strategic priorities by maintaining class size norms, supporting academic achievement, and ensuring financial sustainability.</p> <p>Recommendations include targeted staffing adjustments, program redesigns, resource reallocation, and the strategic use of fund balance to offset a significant reduction in state compensatory funding. This proposal reflects the district’s commitment to responsible resource management while continuing to provide high-quality programming and support for all students.</p>
Recommendation: <p>Review Only. Approval will be requested at the April 28, 2025 business meeting.</p>
Alternatives: <p>N/A</p>



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: Monday, April 14, 2025

Place on Agenda: Regular Agenda

Action Requested: Approval

Attachment: **Resolution for Discontinuing and Reducing Educational Programs and Positions**

Topic: Discontinuing and Reducing Educational Programs and Positions
Presenter: Joel Milteer Human Resource Director
Background: <p>The district is proposing a resolution for the discontinuance of licensed educational programs and positions to align staffing with projected enrollment for the 2025-26 school year. The district will discontinue or reduce the following licensed positions and/or programs:</p> <ol style="list-style-type: none">1. Related Services2. Classroom Teachers <p>As we continue to work through our staffing planning for the 2025-26 school year, there may be additional need to bring further reductions to the board later this Spring to ensure we are being fiscally responsible while working to maintain low class sizes for our students.</p> <p>We are now asking the School Board to approve the resolution for the above noted position eliminations and reductions for the 2025-26 school year.</p>
Recommendation: <p>Approve Board Member as a classified substitute for the district.</p>
Alternatives: <p>Not approve Board Member as a classified substitute for the district.</p>

**Special School District No. 6
(South St. Paul Public Schools)
State of Minnesota**

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION DISCONTINUING AND REDUCING
POSITIONS**

WHEREAS, the School Board of Special School District No. 6, South St. Paul, adopted a resolution on February 24, 2025, directing the administration to make recommendations for reductions in positions, and

WHEREAS, said recommendations have been received and considered by the School Board.

BE IT RESOLVED by the School Board of Special School District No. 6, South St. Paul, as follows:

That the following teaching programs and positions, or portions thereof, be discontinued or reduced effective with the start of the 2025-26 school year:

1. Related Services
2. Classroom Teachers

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against:

Whereupon said resolution was declared duly passed and adopted.



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Meeting Date: April 14, 2025
Place on Agenda: Work Session
Action Requested: None.
Attachment: Calendar of Events 2024-25

Topic: 2024-25 Calendar of Events
Presenter(s): Lisa Brandecker, Manager of Administrative Services and Communications
Background: <p>The School Board will explore opportunities to collaborate with students, staff, families, and the greater South St. Paul community to further the district’s mission and vision.</p> <p>To enhance communication, streamline planning, and provide our new Board members with insight into key end-of-year events, Lisa Brandecker, Manager of Administrative Services and Communications, has developed a Calendar of Events document. This resource will be continuously updated as new events and opportunities arise.</p>
Recommendation: N/A
Alternatives: N/A

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2024-25 Calendar of Events

April 2025	
Date	Event
9	Board Policy Committee <ul style="list-style-type: none"> 4:00 - 5:00 PM (DO)
14	School Board <ul style="list-style-type: none"> Finance, Facilities, and Long-Range Planning (4:00 PM) - District Office Work Session (5:00 PM) - District Office Stakeholder Comments to the Board (6:30 PM) - District Office Special Board Meeting (TBD) - District Office
17	Board Superintendent Executive Committee Meeting <ul style="list-style-type: none"> 4:00 - 5:30 PM (DO)
22	School Board <ul style="list-style-type: none"> Special Work Session (5:00 PM) - District Office
28	School Board <ul style="list-style-type: none"> Work Session (5:00 PM) - City Hall Regular Business Meeting (6:00 PM) - City Hall
30	Middle School Family Tour <ul style="list-style-type: none"> SSP Secondary (5:00 PM)

May 2025	
Date	Event
2	9-12 Academic Honors Program <ul style="list-style-type: none"> SSP Secondary (7:30 AM)
6	Board Policy Committee <ul style="list-style-type: none"> 4:00 - 5:00 PM (DO)
7	Activities Banquet <ul style="list-style-type: none"> SSP Secondary Cafeteria (6:30 PM)
12	School Board <ul style="list-style-type: none"> Finance, Facilities, and Long-Range Planning (4:00 PM) - District Office Work Session (5:00 PM) - District Office Stakeholder Comments to the Board (6:30 PM) - District Office

14	Educational Foundation Scholarship Banquet <ul style="list-style-type: none"> SSP Secondary Cafeteria (6:00 PM)
16-18	<u>6-8 Theater Production</u> - Ramona Quimby - SSP Secondary Auditorium <ul style="list-style-type: none"> 5/16 (7:00 PM) 5/17 (2:00 PM and 7:00 PM) 5/1 (2:00 PM)
18	<u>Stride for Packer Pride 5K</u> <ul style="list-style-type: none"> Central Square (9:00 AM)
20	Beginning Band Concert <ul style="list-style-type: none"> SSP Secondary Auditorium (7:00 PM)
May 2025	
21	MS and HS Band Concert <ul style="list-style-type: none"> SSP Secondary Auditorium (7:00 PM)
27	<u>Fill the Backpack Taco Feed Fundraiser</u> <ul style="list-style-type: none"> Croatian Hall (4:30 - 7:00 PM)
27 (Tuesday)	School Board <ul style="list-style-type: none"> Work Session (5:00 PM) - City Hall Regular Business Meeting (6:00 PM) - City Hall
29	Choir Concert <ul style="list-style-type: none"> SSP Secondary Auditorium (7:00 PM)

June 2025	
Date	Event
10	CLC Graduation <ul style="list-style-type: none"> Secondary Building Auditorium (6:00 PM)
12	Secondary Commencement <ul style="list-style-type: none"> SSP Secondary Ettinger Field (7:00 PM)
13	Employee Recognition Breakfast <ul style="list-style-type: none"> SSP Secondary Cafeteria (7:30 AM)
9	School Board <ul style="list-style-type: none"> Finance, Facilities, and Long-Range Planning (4:00 PM) - District Office Work Session (5:00 PM) - District Office Stakeholder Comments to the Board (6:30 PM) - District Office
23	School Board <ul style="list-style-type: none"> Work Session (5:00 PM) - City Hall Regular Business Meeting (6:00 PM) - City Hall
26	Board Sponsored Senior Center Social <ul style="list-style-type: none"> Central Square (11:00 - 1:30 PM)

27	Kaposia Days Parade <ul style="list-style-type: none">• Meeting time/location (6:30 PM)
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July 2025

Date	Event
21	SSP Open Foundation Golf Tournament and Dinner
28	School Board <ul style="list-style-type: none">• Work Session (5:00 PM) - City Hall• Regular Business Meeting (6:00 PM) - City Hall



SOUTH ST. PAUL PUBLIC SCHOOLS
School Board Agenda Item

Place on Agenda: Work Session

Action Requested: None. Discussion Only.

Attachment: None

Topic: Committee Updates
Presenter(s): School Board Members
Background: School Board members will provide an update for the following committees that they serve on: <ul style="list-style-type: none">● District 917● AMSD● Community Education● Educational Foundation● Finance, Facilities, and Long-Range Planning● Local Issues● Policy● SSP Open Foundation● Superintendent Executive
Recommendation: N/A
Alternatives: N/A

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