



## South St. Paul School Board - Work Session

Tuesday, May 26, 2026 5:00 PM

CITY HALL, 125 THIRD AVENUE NORTH, South St Paul, Minnesota 55075

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### I. FINANCE AND OPERATIONS

I.A. Federal Fund Micro Purchasing Threshold (R. Chhoth)

### II. EDUCATIONAL SERVICES

II.A. Alternative Teacher Professional Pay System (ATPPS) (A. Winter)

### III. SCHOOL BOARD

III.A. May 12 Special Election

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

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



## School Board Agenda Item

**Date:** May 26, 2026  
**Place on Agenda:** Business Items  
**Action Requested:** Approval  
**Attachment:** Resolution – Federal Micro-Purchasing Policy Addendum

<b>Topic: Federal Micro-Purchasing Policy</b>
<b>Presenter(s):</b> Ra Chhoth, Executive Director of Finance and Operations
<b>Background:</b> <p>The attached resolution is to increase the district’s micro-purchase threshold for federal funds from \$10,000 to \$25,000.</p> <p>Under the Uniform Grant Guidance (UGG) for federal funds, the micropurchase threshold is \$10,000. This means that for any purchase over \$10,000 with federal funds we are required to obtain multiple quotes from qualified sources. Under MN Statute, the threshold for requiring multiple quotes is \$25,000. Federal guidance allows entities to establish a higher micro-purchase threshold up to \$50,000</p>
<b>Recommendation:</b> <p>The administration recommends raising the threshold to align with Minnesota Statutes in order to streamline purchasing processes within the district</p>
<b>Alternatives:</b> <p>N/A</p>

EXTRACT OF MINUTES OF MEETING  
OF SCHOOL BOARD OF  
SPECIAL SCHOOL DISTRICT No. 6  
(South St Paul)  
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a School Board meeting of Special School District No. 6, State of Minnesota, was held on May 26, 2026 at 6:00 PM., for the purpose, in part, of approving an increase to the Special School District No. 6's federal Micro-purchase threshold of \$10,000 to \$25,000 to be consistent with Minnesota Stat. § 471.345, subd. 5, as allowed by 2 CFR § 200.320(a)(1)(iv), for the acquisition of property or services under a Federal award.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING THE INCREASE OF THE FEDERAL MICRO-PURCHASE THRESHOLD OF \$10,000 TO \$25,000 TO BE CONSISTENT WITH MINNESOTA STATUTE § 471.345, SUBD. 5, AS ALLOWED BY 2 CFR § 200.320(a)(1)(iv), FOR THE ACQUISITION OF PROPERTY OR SERVICES UNDER A FEDERAL AWARD.**

BE IT RESOLVED by the School Board of Special School District No. 6, State of Minnesota, as follows:

WHEREAS, Special School District No. 6 entering into an agreement for the sale or purchase of supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property must abide by the Minnesota statutes relating to contracting and bidding.

Minn. Stat. § 471.345, the Uniform Municipal Contracting Law, was established to provide dollar limits for all municipalities upon contracts which shall or may be entered into on the basis of competitive bids, quotations, or purchase or sale in the open market. Minn. Stat. § 471.345. Generally, the following thresholds apply:

1. For contracts over \$175,000 – sealed bids, solicited by public notice and subject to the particular requirements of the governmental subdivision.
2. For contracts from \$25,000 to \$175,000 – sealed bids or direct negotiation, with two quotations whenever possible.
3. For contracts of \$25,000 or less – open market or quotations (with at least two contract quotations, if practicable).

WHEREAS, **Special School District No. 6** must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this **2 CFR § 200.318**, for the acquisition of property or services required under a Federal award or subaward.

WHEREAS, all procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of **2 CFR § 200.319** and **2 CFR § 200.320**.

**2 CFR § 200.320 Methods of Procurement to be followed:**

1. For contracts over the Simplified Acquisition Threshold, generally defined as \$250,000 in the Federal Acquisition Regulations (FAR) – formal procurement methods such as sealed bids or proposals are appropriate.

2. For contracts determined to be “small purchases”, that is the aggregate dollar amount of which is higher than the micro-purchase threshold and smaller than the Simplified Acquisition Threshold, price or rate quotations must be obtained from an adequate number of qualified sources.
3. For contracts determined to be “Micro-purchases”, currently defined in the Federal Acquisition Regulations (FAR) as \$10,000 or less– Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.

WHEREAS, 2 CFR 200.320 (a)(1)(iv) allows for **Special School District No. 6** to increase their micro-purchase threshold up to \$50,000. Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The **Special School District No. 6** may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with 2 CFR § 200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of a higher threshold consistent with State law.

THEREFORE; BE IT RESOLVED that the **School Board** approves an increase to the **Special School District No. 6**’s federal Micro-purchase threshold of \$10,000 to \$25,000 to be consistent with Minnesota Stat. § 471.345, subd. 5, as allowed by 2 CFR § 200.320(a)(1)(iv), for the acquisition of property or services under a Federal award.

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 the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA

COUNTY OF DAKOTA

I, the undersigned, being the duly qualified and acting Clerk of Special School District No. 6, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of Special School District No. 6, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of increasing the federal micro-purchase threshold from \$10,000 to \$25,000 to be consistent with Minnesota Stat. § 471.345, subd. 5, as allowed by 2 CFR § 200.320(a)(1)(iv), for the acquisition of property or services under a Federal award.

WITNESS MY HAND officially as such Clerk this 26<sup>th</sup> day of May 2026.

\_\_\_\_\_  
Clerk  
Special School District No. 6



## School Board Agenda Item

**Date:** May 26, 2026

**Place on Agenda:** Work Session and Business Items

**Action Requested:** Approval

**Attachment:** Presentation

<b>Topic: ATPPS Approval</b>
<b>Presenter(s):</b> Amy Winter, Executive Director of Educational Service
<b>Background:</b>  The ATPPS committee consists of teachers, coaches and administrators and are making a recommendation to adopt the ATPPS plan for 2026-2029. This plan was voted on by the teacher's bargaining unit and passed for board approval.
<b>Recommendation:</b>  Approval
<b>Alternatives:</b>  Do not approve; give guidance to ATPPS committee



South St. Paul  
Public Schools

# Summary of ATPPS Plan

Academic Years 2026-2029

Amy Winter, Executive Director  
of Educational Service

## Terms:

- **Q Comp:** Minnesota program that helps districts strengthen teaching and learning through collaboration, coaching, professional development and teacher leadership.
- **ATPPS:** (Alternative Teacher Professional Pay System) local created plan to implement Q Comp.

# Overview



ATPPS plan supports teacher professional growth and development.



Aligns professional learning to district priorities



Provides framework for collaboration, coaching, and continuous improvement.



Part of the Minnesota Alternative teacher Professional Pay System (Q Comp)

## Terms:

- **ATPPS/ TDE Committee:** Group of 18 staff including teachers, administrators, and peer coaches.
- **Peer Coach Coordinator:** facilitator for supporting the ATPPS/ TDE committee and the Teacher Growth, Development, and Evaluation Plan

# Collaboration Process & Approval



## Committee Review

Plan was reviewed through the ATPPS/ TDE committee including teachers, admins, and staff.



## Strategic Alignment

Focuses on strengthening supports and aligning work across the district.



## Bargaining Unit Presentation

The final proposal was presented to the teachers' bargaining unit for formal consideration.



## Final Approval

Teachers reviewed proposed updates and voted to pass the plan.

## Terms:

- **Teacher Practice Credit:** earned credits through activities of approved professional growth opportunities such as coaching, observations, feedback, etc)
- **BILT:** (Building Instructional Leadership Team) school based leadership team to guide instructional improvement, professional learning and collaboration.

## Key Plan Updates

- PLC Alignment (PLC lead stipend position/ BILT guidance)
- Addition of Special Education TOSA support
- Structured Coaching available for teacher practice credit



Questions?

SSP





**South St. Paul  
Public Schools**

## School Board Agenda Item

**Date:** May 26, 2026

**Place on Agenda:** Work Session

**Action Requested:** None. Discussion Only

**Attachment:** None

<b>Topic:</b> Post Special Election Conversation and Planning
<b>Presenter(s):</b> School Board and District Leaders
<b>Background:</b>  The School Board will engage in a preliminary discussion regarding potential next steps following the May 12, 2026 Special Election.
<b>Recommendation:</b>  N/A
<b>Alternatives:</b>  N/A



## School Board Agenda Item

**Place on Agenda:** Work Session

**Action Requested:** None. Discussion Only

**Attachment:** None

<b>Topic:</b> Public Relations and Community Engagement
<b>Presenter(s):</b> School Board
<b>Background:</b>  The School Board will review the upcoming <a href="#">Calendar of Events</a> and explore opportunities to collaborate with students, staff, families, and the greater South St. Paul community to further the district's mission and vision.
<b>Recommendation:</b>  N/A
<b>Alternatives:</b>  N/A

**ENGAGE. EDUCATE.  
EMPOWER.**



## School Board Agenda Item

**Place on Agenda:** Work Session

**Action Requested:** None. Discussion Only

**Attachment:** None

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

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EMPOWER.**