



South St. Paul School Board - Work Session

Monday, August 24, 2026 5:00 PM

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

I. HUMAN RESOURCES

I.A. Clerical Collective Bargaining Agreement 2026-2028 (C. Cook)

II. SCHOOL BOARD

II.A. Board Sponsorship of Senior Center Social (L. Brandecker)

II.B. 2-Year Board Agenda Board Self Governance Section (L. Brandecker)

II.C. Revised 2026 Board Committee and Liaison Assignments (L. Brandecker)

II.D. Public Relations and Community Engagement (Board)

II.E. Committee Updates (Board)

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

II.F. Other Items Deemed Necessary by the School Board

Date: August 24, 2026

Place on Agenda: Work Session and Business Meeting

Action Requested: Approval

Attachment: None

Topic: 2026-2028 Office and Professional Employees International Union, Local No. 12 Collective Bargaining Agreement
Presenter(s): Charlie Cook, Executive Director of Human Resources
Background: The school district has reached a tentative agreement with the Office and Professional Employees International Union (OPEIU), Local No. 12 Clerical unit for the contract period of July 1, 2026, through June 30, 2028. The tentative agreement was reached on August 10, 2026, following three negotiation sessions and is within the parameters established by the Board of Education. The components of the settlement have been provided to the School Board and will be presented for approval following ratification by the bargaining unit. The Agreement includes wage schedule increases of 2.0% in 2026-27 and 2.0% in 2027-28, along with enhancements to employee benefits and insurance contributions. The Agreement also includes several contract language modifications to ensure consistency with district practices and compliance with current state law.
Recommendation: Approve the collective bargaining agreement with the Office and Professional Employees International Union, Local No. 12 Clerical Unit, for the contract period of July 1, 2026, to June 30, 2028.
Alternatives: Do not approve and direct administration with next steps.

Date: August 24, 2026

Place on Agenda: Work Session

Action Requested: None. Discussion Only

Attachment: None.

Topic: Senior Center Social Sponsorship
Presenter(s): Lisa Brandecker, Manager of Administrative Services and Communications
Background: In previous years, School Board members have personally sponsored a luncheon for local seniors through South St. Paul Community Education. At its recent work session, the Board discussed the possibility of continuing this tradition in fall 2026. The Board is asked to revisit the discussion and confirm whether members would like to personally sponsor a senior center luncheon this fall. If the Board chooses to move forward, Community Education staff will purchase and prepare the food, and payment for the sponsorship will be collected from participating School Board members. School Board members are also encouraged to attend the luncheon to help serve the meal and spend time visiting with community members. Fall 2026 Sponsorship Opportunities • Thursday, September 17, 11:00 a.m.–1:00 p.m. Loaded Baked Potato Theme • Thursday, October 22, 11:00 a.m.–1:00 p.m. Root Beer and Brats Theme • Thursday, November 5, 11:00 a.m.–1:00 p.m. Thanksgiving Dinner Theme
Recommendation: N/A
Alternatives: N/A

Date: August 24, 2026

Place on Agenda: Work Session

Action Requested: None. Discussion Only

Attachment: 2-Year Board Agenda

Topic: 2-year Board Agenda
Presenter(s): Lisa Brandecker, Manager of Administrative Services and Communications
Background: The 2-Year Board Agenda serves as a strategic roadmap for the School Board's governance work, providing a clear and intentional framework for the priorities, responsibilities, and areas of focus that will guide the Board over the next two years. As the Board develops this agenda, it will consider its recent self-evaluation and established Board goals, while also ensuring alignment with the district's strategic priorities and the Superintendent's goals and evaluation. Together, these tools help create a connected approach to governance, leadership, accountability, and continuous improvement. To make this work thoughtful and manageable, the Board will develop the 2-Year Board Agenda over a series of work sessions, focusing on one section at a time. At the August 24 Work Session, the Board will begin by reviewing the purpose and structure of the 2-Year Board Agenda and then focus specifically on the Board Self-Governance section. Board members will review each area, consider what is already established through their self-evaluation and goals, and determine the priorities and work to carry forward over the next two years. Subsequent work sessions will follow a similar process with the remaining sections, allowing the Board to thoughtfully build a cohesive 2-Year Board Agenda over time.
Recommendation: N/A
Alternatives: N/A

Mission: Engage. Educate. Empower!

Vision: Nurturing an inclusive Packer community of lifelong learners!

Key Board Roles	2026 - 27 SY
Board Self-Governance	- Review and Set Board 2-Year Agenda (June/ongoing) - Review, School Board Handbook (January/February) Recruit candidates for BoE election - Training with TeamWorks for Development of Board Best Practices in Governance (Quarterly) School Board Reorganization (December/January) Board/officer transition planning (November/December) - Complete, End of Year Board Self-Evaluation (June) - Conduct, Mid-Year Check-in on Board Self-Evaluation (January) - Establish, Board Self-Evaluation Tool with Areas of Focus
District Policy	Review/approve District Policies on a three-year cycle, with the exception of designated policies that require annual review.
Superintendent Relations	Set Superintendent goals (July/August) Mid-year check-in on Superintendent goals (January/February) Conduct/Report, Superintendent evaluation (June) Short and Long-Term Succession planning (ongoing) Quarterly One-on-One Meetings with the Superintendent (ongoing)
Engagement	- Establish and maintain a Public Engagement Calendar - Student Leadership Group Engagement (i.e. Affinity, Student Council, Athletic Captains, etc.) - Conduct State of the District with Staff, Families, and Public - Inform SSPPS community about school funding (equalization, cross subsidies, general formula) and advocate at legislature for fair funding - Expand Partnerships with City, Community and Businesses

Date: August 24, 2026

Place on Agenda: Regular Meeting

Action Requested: Approval

Attachment: 2026 Board Committee and Liaison Assignments

Topic: Revised 2026 Board Committee and Liaison Assignments
Presenter(s): Lisa Brandecker, Manager of Administrative Services and Communications
Background: The School Board approved the 2026 Board Committee and Liaison Assignments at its Annual Organizational Meeting in January 2026. Following the resignation of Director Ryan Duffy and the subsequent appointment of Director Amy Wardell, the 2026 Board Committee and Liaison Assignments have been revised to reflect the change in Board membership. Under the revised assignments, Director Wardell will assume Director Duffy’s previous assignments on the Policy Committee and as the Board liaison to the Association of Metropolitan School Districts (AMSD). All other committee and liaison assignments remain unchanged.
Recommendation: Approval of the Revised 2026 Board Committee and Liaison Assignments
Alternatives: Do not approve; explore other options.

Committee Assignments		
		2026
Finance, Facilities, and Long Range Planning	Meets with the superintendent and Finance Director to discuss key finance items and budget planning. Meets to discuss various building and grounds items and/or planning projects for the District. Meets prior to the work session on the second Monday of month at 4:00 PM.	Anne Claflin Paul Cumings Monica Weber
Policy	Review district policies and recommend necessary policy changes to the Board. Meet as needed.	Amy Wardell Tim Felton Kim Humann
Superintendent/Executive	This committee is represented by the Chair, Vice Chair and Clerk. Organizes and prepares Superintendent evaluation and other executive business. Meet as needed	Anne Claflin Wendy Felton Kim Humann

Liaison Assignments		
		2026
AMSD (Association of Metropolitan School Districts)	Meets monthly with area board representatives, superintendents, and local legislators to discuss and advocate for student and district needs. Typically meets the first Friday of each month @ 7:30 AM	Amy Wardell Monica Weber (A)
Community Education Advisory Committee	Works in part with the Community Education Director to assess community needs, programming, and evaluate program effectiveness. Typically meets the 2 nd Tuesday of each month @ 4:15 PM (no meetings December, March, June, July, or August)	Kim Humann Paul Cumings (A)
Intermediate School Dist. 917	District 917 is an intermediate district, composed of nine member districts throughout Dakota County, that serves special education, secondary technical, and DCALS (Dakota County Alternative Learning School) students. Typically meets on the first or second Tuesday of each month at 4:30 PM.	Monica Weber (2027)
MSHSL	The School Board Chair attends official MSHSL meetings as needed.	Kim Humann
SSP Educational Foundation	Raises funds to provide an innovative source of public-school funding to support enrichment initiatives, scholarships, research opportunities, training, intervention, and prevention strategies that extend beyond the normal classroom experience. Typically meets the 2 nd Wednesday of every month @ 6:00 PM	Wendy Felton
SSP Open Foundation	Raises funds to support extra-curricular activities at SSP Secondary. Typically meets the 3 rd Wednesday of every month @ 8:00 PM	Tim Felton
Local Issues	Meets the fourth Wednesday of each month from 8:00 – 9:00 AM. Local Issues is hosted by the River Heights Chamber of Commerce with the intent to bring local elected officials, city, school and business leaders together to discuss items relevant to SSP.	Paul Cumings Anne Claflin (A)

Place on Agenda: Work Session

Action Requested: None. Discussion Only

Attachment: None

Topic: Public Relations and Community Engagement
Presenter(s): School Board
Background: As part of its ongoing commitment to community engagement, the Board will review and discuss the 2026-27 Public Relations and Community Engagement Calendar throughout the year. The calendar serves as a resource for planning engagement opportunities, promoting transparency, and supporting meaningful connections with district stakeholders.
Recommendation: N/A
Alternatives: N/A



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: • 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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EMPOWER.**