



South St. Paul School Board Meeting

Monday, October 26, 2026 6:00 PM

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

I. ROLL CALL and PLEDGE OF ALLEGIANCE

II. APPROVAL OF MEETING AGENDA/MINUTES

II.A. School Board Meeting Agenda, October 26, 2026

II.B. Work Session and Regular Meeting Minutes, September 28, 2026; work session minutes for October 12, 2026; and Special work session minutes September 16, 2026.

III. QUALITY-IN-ACTION and REPORTS

III.A. Report: Student School Board Representatives Josie and Monica will provide an update on recent events, activities and other informational items.

III.B. Quality-in-Action: Lincoln Center staff and students will provide an overview of the Student Ambassador Program, which provides 4th and 5th grade students with opportunities to develop leadership skills, serve their school and community, and build positive relationships. The presentation will highlight the program's impact, student involvement in school and community activities, and upcoming opportunities for student ambassadors to lead, serve, and make a difference.

III.C. Report: Superintendent Zambreno will provide highlights from around the District. (B. Zambreno)

III.D. Report: The Board will receive a presentation on the district's annual Comprehensive Achievement and Civic Readiness (CACR) report, formerly known as World's Best Workforce. The report provides an overview of the district's progress toward student achievement and readiness goals, highlighting key outcomes, areas of growth, and opportunities for continued improvement. (Educational Services Team)

III.E. Report: Chair Kim Humann will highlight the Stakeholder Comments to the Board submissions. (K. Humann)

IV. CONSENT ITEMS

IV.A. Financial Claims: Bills Payable

IV.B. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves

V. BUSINESS ITEMS

V.A. Approval, for the South St. Paul School Board to approve the Resolution of Governing Board Supporting Form A Application to the Minnesota State High School League Foundation. (B. Krueger)

V.B. Approval, for the South St. Paul School Board to approve the Preliminary Field Trip Request for the HS Spanish Class to travel to Costa Rica during spring break 2028. (B. Zambreno)

V.C. Approval, for the South St. Paul School Board to approve the Joint Powers Agreement between Dakota County Public Health and South St. Paul Public Schools, Special School District 6, for Tri-District CAPS programming. (B. Zambreno)

VI. POLICY

VI.A. APPROVAL: The following policies are on their final reading and up for approval:

VI.A.1. #205 - Open and Closed Meetings

VI.A.2. #306 - Administrator Code of Ethics

VI.A.3. #808 - Memorials

VII. INFORMATIONAL ITEMS

VII.A. **Board Members' Reports/Committee Updates/Where Have You Seen a Passion:** Board members will report on recent educational activities/events in which they have participated as well as other informational items.

VIII. ADJOURNMENT

The School Board Work Session for South St. Paul Public Schools, Special School District 6, was held in the City Hall Conference Room on Monday, September 28, 2026. Chair Kim Humann called the work session to order at 5:03 PM with seven Board members present: Wardell, Cumings, T. Felton, W. Felton, Weber, Claflin, and Humann. Several staff members were also present. Superintendent Dr. Brian Zambreno was absent.

2-Year Board Agenda

The Board continued its review and refinement of the 2-Year Board Agenda, with a focus on identifying priorities to keep visible for 2027–28 and beyond. Board members identified enrollment as an ongoing area of focus, including monitoring enrollment numbers and trends and exploring strategies to maintain and grow enrollment amid changing demographics and declining enrollment. The Board also identified continued transparent communication and community understanding around district finances and facility needs as an important area of focus moving forward.

The Board will continue to review the 2-Year Board Agenda throughout the year to monitor progress and adjust future priorities as needed.

Public Relations and Community Engagement and Committee Updates

Board members reviewed the calendar for upcoming events and provided updates on their various committees.

Adjourn

The South St. Paul School Board adjourned the September 28, 2026 work session at 5:30 PM.

Official Board Minutes are available in the
District Office at 104 - 5th Ave. S. - South St. Paul

Respectfully Submitted by:

Lisa Brandecker, Acting Secretary-Clerk
School Board

The regular meeting of the School Board, Special School District No. 6, South St. Paul, was held in the city hall council chambers on Monday, September 28, 2026. Chair Kim Humann called the meeting to order at 6:00 PM with seven Board members present for roll call: W. Felton, Claflin, Cumings, Wardell, T. Felton, Weber and Humann. Superintendent Dr. Brian Zambreno was absent. Several staff and community members were also present.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

MINUTES

By Director W. Felton

Seconded by Director Wardell

The South St. Paul School Board approves the September 28, 2026, School Board meeting agenda as well as the minutes for August 24, 2026, work session and regular meetings, and the September 14, 2026, work session.

Motion carried (7-0)

QUALITY-IN-ACTION AND REPORTS

Report - Student School Board Representatives Josie and Monica provided an update on recent events, activities and other informational items .

Quality-in-Action - Kaposia Education Center welcomed members of the 2026 cast of Finding Nemo for a special performance and announcement. The cast shared a song, introduced the Disney in Schools program, and helped build excitement as Kaposia revealed its 2026–2027 musical production. Director Anne-Marie White, Stage Manager Lauren Foley, and the talented cast of Finding Nemo showcased their song and dance talents while sharing their enthusiasm and love for the magic of theatre. Kaposia also celebrated Physical Education teacher Brenda Johnson, who was selected as the Minnesota Society of Health and Physical Educators (MNSHAPE) Elementary Physical Education Teacher of the Year. Brenda was recognized for this outstanding honor and celebrated for her dedication and contributions to Kaposia students.

Report - Dr. Scott Sundstrom provided an update on Tier 1 Social Emotional Learning (SEL) instruction at Kaposia and Lincoln Center. During the 2026–27 school year, classroom teachers provided SEL instruction twice weekly, focused on the five CASEL competencies and building students’ skills in managing emotions, developing relationships, and making responsible decisions.

Report - Chair Kim Humann highlighted the Stakeholder Comments to the Board submissions.

Report - School Board members highlighted items from the Board's Work Sessions.

Report - Amy Winter, Director of Educational Services, provided highlights from around the district.

CONSENT ITEMS

By Director T. Felton

Seconded by Director W. Felton

A. Financial Claims - Bills Payable

B. Staffing: Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves

Motion Carried (7-0)

POLICY

By Director Claflin

Seconded by Director Webber

Approval, of the following policies that are on their final review:

#206 - Public Participation in School Board Meetings

#207 - Public Hearings

#208 - Development, Adoption, and Implementation of Policies

#301 - School District Administration

#302 - Superintendent

#303 - Superintendent Selection

#304 - Superintendent Contract, Duties, Evaluation

#305 - Policy Implementation

Motion carried (7-0)

BUSINESS ITEMS

By Director Weber

Seconded by Director Claflin

Approval, for the South St. Paul School Board to approve the 2026 Payable 2027 Proposed Levy.

Motion carried (7-0)

By Director Claflin

Seconded by Director Weber

Approval, for the South St. Paul School Board to approve the Acceptance of Gifts Resolution.

Motion carried 7 yeas - Weber, W. Felton, Claflin, T. Felton, Wardell, Humann

0 nays

INFORMATIONAL ITEMS

School Board members reported on various educational activities/events in which they have participated, as well as other informational items.

ADJOURN

By Director Weber

Seconded by Director W. Felton

Approval, for the South St. Paul School Board to adjourn the September 28, 2026, meeting at 7:17 PM.

School Board Business Meeting Minutes

September 28, 2026

Motion carried (7-0)

Official Board Minutes are available in the
District Office at 104 - 5th Ave. S. - South St. Paul

Respectfully Submitted by:

Lisa Brandecker, Acting Secretary-Clerk
Board of Education

The School Board for South St. Paul Public Schools, Special School District 6, was held at 5:00 PM in the District Office Conference Room on Monday, October 12, 2026. Present: Directors Claflin, Cumings, T. Felton, W. Felton, Humann, Wardell, and Weber as well as Superintendent and other district leaders.

District Scorecard Overview and Update Report

Superintendent Brian Zambreno and district leadership provided the Board with an overview and update on the District Scorecard, which aligns with the district's Strategic Plan and its three pillars, Packer Performance, Packer Pride, and Packer Promise. The presentation highlighted progress made toward the 2025-26 goals and outlined priorities for the 2026-27 school year, including improving student achievement and credit attainment, increasing student attendance, strengthening enrollment and employee retention, and improving student, family, and employee experiences. District leaders also shared strategies and initiatives supporting these goals and discussed how district, school, and department scorecards are being aligned to establish shared accountability, monitor progress, and support continuous improvement across the district.

The Board recessed the work session at 6:20 PM for the Stakeholder Comment to the Board session.

Stakeholder Comments to the Board

There were no stakeholder attendees or electronic submissions.

The Board reconvened the work session at 6:35 PM.

Student Board Representative Update

Student School Board Representative Josie Albin provided the Board with an update on their efforts to strengthen student voice and engagement in School Board discussions. Working in collaboration with district leadership, the student representatives are exploring opportunities to connect with students and student leadership groups across the district, gather diverse perspectives, and bring student feedback into Board conversations. They also highlighted plans to engage in district and community leadership opportunities, collaborate with district leaders, and provide regular updates to the Board throughout the school year.

Minnesota Accountability Measure Performance Report

Executive Director of Student Services Jennifer Danielson and Executive Director of Educational Programs Amy Winter presented the Minnesota Accountability Measures Performance Report, providing the Board with an overview of districtwide student attendance, academic achievement, graduation rates, and English learner progress. The presentation highlighted trends in state assessment results, including improvements in reading and math proficiency and progress in narrowing achievement gaps between the district and state. District leaders also reviewed attendance and graduation data, identified areas for continued improvement, and shared strategies being implemented to support student success. The presentation emphasized the importance of using multiple measures of student performance, monitoring progress over time, and aligning improvement efforts with the district's Strategic Plan.

2-Year Board Agenda

The School Board reviewed its Two-Year Board Agenda, which was developed collaboratively over several work sessions to establish governance priorities and areas of focus aligned with the district's Strategic Plan. The Board discussed upcoming priorities and activities, including scheduling a special work session for the mid-year School Board and Superintendent evaluations. As part of its ongoing professional development, the Board also agreed to read the introduction and Chapter 1 of its book study selection in preparation for discussion at the next work session. The Two-Year Board Agenda will serve as a living document, reviewed regularly to monitor progress, guide future planning, and make adjustments as priorities and needs evolve.

Public Relations and Community Engagement

The School Board reviewed the upcoming Calendar of Events and discussed opportunities to collaborate with students, staff, families, and the greater South St. Paul community to further the district's mission and vision.

Committee Updates

Board members provided updates on the various committees in which they serve on.

Adjourn

The South St. Paul School Board adjourned the October 12, 2026 work session at 7:55 PM.

Official Board Minutes are available in the
District Office at 104 - 5th Ave. S. - South St. Paul

Respectfully Submitted by:

Lisa Brandecker, Acting Secretary-Clerk
Board of Education

The School Board Special Work Session for South St. Paul Public Schools, Special School District 6, was held in the District Office Conference Room on Wednesday, September 16, 2026. Chair Kim Humann called the work session to order at 5:30 PM with the following five Board members present: Claflin, W. Felton, T. Felton, Weber, and Humann. Director Wardell arrived at 6:10 PM. Director Cumings was absent. Superintendent Dr. Brian Zambreno and several staff were also present.

Post-Election Bond Survey Review and Discussion

The School Board reviewed the results and community feedback from the Post-Election Bond Survey and discussed key themes and considerations for future planning. Key themes included facility needs and long-term maintenance, tax and financial concerns, understanding district finances, academic achievement, communication and community trust, and clarity around district priorities and needs. The Board reflected on feedback from both supporters and those who did not support the May 2026 ballot questions.

To continue moving this work, discussion focused on areas where the district can strengthen communication and community understanding, build upon areas of support, and use community feedback to inform future planning and decision-making. The Board also discussed the importance of continued community engagement and providing clear information about district needs, priorities, and progress.

As a result of the discussion, the Board identified key areas of focus and next steps based on the community feedback:

- *Now:* Strengthen education and communication around district finances and facilities, academic progress and district outcomes, and student achievement and successes.
- *Next:* Expand outreach, listening, and engagement opportunities while continuing to build understanding of district funding, limitations, and how resources support student learning.
- *Later:* Consider longer-term strategies related to possible future funding requests and community engagement related to any requests.

School Board members and district leaders agreed to intentionally share the work underway and next steps through upcoming district communication and engagement efforts, helping staff, families, and community members stay informed of the district's response to the feedback received.

Adjourn

The South St. Paul School Board adjourned the August 16, 2026 special work session at 7:30 PM.

Official Board Minutes are available in the
District Office at 104 - 5th Ave. S. - South St. Paul

Respectfully Submitted by:

Lisa Brandecker, Acting Secretary-Clerk
Board of Education



School Board Agenda Item

Place on Agenda: Reports

Action Requested: None

Attachment: None

Topic: Superintendent's Update
Presenter(s): Dr. Zambreno
Background: Superintendent Dr. Brian Zambreno will provide highlights from around the District.
Recommendation: N/A
Alternatives: N/A



School Board Agenda Item

Place on Agenda: Report

Action Requested: None

Attachment: None

Topic: Work Session Meeting Update
Presenter(s): Board Chair
Background: School Board members will highlight items from the Work Session meeting.
Recommendation: N/A
Alternatives: N/A



School Board Agenda Item

Date: October 26, 2026

Place on Agenda: Consent Items

Action Requested: Approval

Attachment: Financials - Bills Payable

Topic: Financials - Bills Payable
Presenter(s): Board Chair
Background: It is the policy of the school district to maintain its records so that they will be available for inspection by members of the general public and to provide for the publication of its official proceedings in compliance with law.
Recommendation: Administration recommends the approval of the attached financial statement.
Alternatives: N/A

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NUMBER	TYP	AMOUNT	DATE	VENDOR
210125	V	-11,212.60	10/14/2026	STANDARD INSURANCE COMPANY
211936	V	-5.00	10/13/2026	SOUTH ST PAUL OPEN FOUNDATION
211982	V	-3,471.00	10/14/2026	VIRCO INC
211984	V	-412.50	10/14/2026	VISITATION SCHOOL
211992	R	10,575.00	09/25/2026	A-1 STRIPES INC
211993	R	7.59	09/25/2026	ACE HARDWARE & PAINT
211994	R	525.00	09/25/2026	ACTION MOVING SERVICES
211995	R	4,012.68	09/25/2026	AIM ELECTRONICS
211996	R	1,564.04	09/25/2026	AMAZON CAPITAL SERVICES
211997	R	1,701.60	09/25/2026	ANYDESK AMERICAS INC
211998	R	2,582.87	09/25/2026	APPAREL LAB
211999	R	2,025.99	09/25/2026	ARC DOCUMENT SOLUTIONS LLC
212000	R	5,187.94	09/25/2026	ARVIG
212001	R	525.00	09/25/2026	BAYADA HOME HEALTH CARE INC
212002	R	446.45	09/25/2026	BIMBO BAKERIES USA
212003	R	1,596.60	09/25/2026	BIX PRODUCE COMPANY
212004	R	21,779.76	09/25/2026	CADY BUSINESS TECHNOLOGIES INC
212005	R	3,515.26	09/25/2026	CANON FINANCIAL SERVICES
212006	R	4,740.73	09/25/2026	CAPITAL ONE TRADE CREDIT
212007	R	210.00	09/25/2026	CHALLBERG, ALAN
212008	R	227.60	09/25/2026	CINTAS
212009	R	962.29	09/25/2026	CINTAS
212010	R	1,596.30	09/25/2026	CITY OF SOUTH ST PAUL - UTILITIES
212011	R	38,040.00	09/25/2026	CITY OF SOUTH ST PAUL
212012	R	12,390.00	09/25/2026	CODEHS, INC
212013	R	3,583.74	09/25/2026	COLLINS SPORTS MEDICINE
212014	R	252.00	09/25/2026	COMPUTER INTEGRATION TECHNOLOGIES
212015	R	111.20	09/25/2026	CONQUER NINJA GYMS
212016	R	42.63	09/25/2026	CONTINUA INTERIORS OF MINNESOTA LLC
212017	R	129.59	09/25/2026	CULLIGAN-MILBERT COMPANY
212018	R	11,063.07	09/25/2026	DAKOTA COUNTY PT&R
212019	R	1,200.00	09/25/2026	EAST CENTRAL MN ED CABLE COOP - CAMBRIDG
212020	R	6,499.00	09/25/2026	EMI AUDIO
212021	R	425.75	09/25/2026	FIELD ENVIROMENTAL CONSULTING
212022	R	148.00	09/25/2026	FISCHBACH, DAN
212023	R	606.31	09/25/2026	GERTEN GREENHOUSES & GARDEN CENTER
212024	R	65.90	09/25/2026	GERTENS WHOLESALE
212025	R	489.00	09/25/2026	GLOBE PRINTING & OFFICE SUPPLIES
212026	R	1,215.64	09/25/2026	GRAINGER INC
212027	R	523.23	09/25/2026	GRAPHIC EDGE DBA GAME ONE
212028	R	15.00	09/25/2026	HASTINGS HIGH SCHOOL
212029	R	150.00	09/25/2026	HENNEPIN THEATRE TRUST
212030	R	184,599.29	09/25/2026	HILLER COMMERCIAL FLOORS
212031	R	496.63	09/25/2026	HORIZON COMMERCIAL POOL SUPPLY
212032	R	14.28	09/25/2026	HUESER, DARLENE
212033	R	367.72	09/25/2026	IDENTITY PROMOTIONAL SOLUTIONS
212034	R	3,201.52	09/25/2026	IMPERIAL BRADY
212035	R	420.00	09/25/2026	IND SCHOOL DISTRICT 197/COMMUNITY ED
212036	R	40,705.20	09/25/2026	INDIANHEAD FOODSERVICE DISTRIBUTOR INC
212037	R	35,422.81	09/25/2026	INFINITE CAMPUS
212038	R	434.52	09/25/2026	INNOVATIVE OFFICE SOLUTIONS LLC
212039	R	3,485.00	09/25/2026	JB OFFICEWORKS LLC
212040	R	799.00	09/25/2026	JOHNSON, BRIAN G
212041	R	1,610.99	09/25/2026	KASEYA US LLC
212042	R	26.15	09/25/2026	KUEHN, KIMBERLY
212043	R	6.34	09/25/2026	LEPPLA, MIN

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NUMBER	TYP	AMOUNT	DATE	VENDOR
212044	R	403.24	09/25/2026	LIGHTNING DISPOSAL INC
212045	R	3,585.75	09/25/2026	LINDENMEYR MUNROE
212046	R	4,776.88	09/25/2026	LINK INTERPRET
212047	R	639.03	09/25/2026	MACKIN EDUCATIONAL RESOURCES
212048	R	93.00	09/25/2026	MARQUAM JAHNS, MARY ELISE
212049	R	1,157.00	09/25/2026	MEDICINE LAKE TOURS
212050	R	3,040.00	09/25/2026	MERIDIAN CONSULTING/DAVID SLOMKOWSKI
212051	R	330.15	09/25/2026	MIDWEST MACHINERY CO
212052	R	450.00	09/25/2026	MILLER, DEBRA
212053	R	933.00	09/25/2026	MINNESOTA PETROLEUM SERVICE INC
212054	R	295.00	09/25/2026	MN DEPT OF LABOR & INDUSTRY
212055	R	309.00	09/25/2026	MRI SOFTWARE LLC
212056	R	2,016.48	09/25/2026	NAC
212057	R	57.47	09/25/2026	NAPA AUTO PARTS
212058	R	3,170.43	09/25/2026	NASSEFF MECHANICAL CONTRACTORS
212059	R	35,736.91	09/25/2026	NEO ELECTRIC SOLUTIONS
212060	R	2,123.65	09/25/2026	NEW DOMINION SCHOOL/AUSTIN
212061	R	5,317.86	09/25/2026	NITTI SANITATION
212062	R	1,251.56	09/25/2026	NORTHLINE TRANSPORTATION
212063	R	30.00	09/25/2026	NUNEZ, NADIA
212064	R	30.00	09/25/2026	NYLIN, STEPHEN
212065	R	83.46	09/25/2026	OXYGEN SERVICE CO INC
212066	R	2,500.00	09/25/2026	PEACEMAKER MINNESOTA
212067	R	547.70	09/25/2026	PETERSON BROS. ROOFING & CONSTRUCTION
212068	R	1,562.28	09/25/2026	PITNEY BOWES INC PURCHASE POWER
212069	R	531.68	09/25/2026	PLUNKETT'S PEST CONTROL
212070	R	1,381.36	09/25/2026	PROFESSIONAL WIRELESS COMMUNICATIONS
212071	R	83.36	09/25/2026	QUALITY LOCKSMITH SERVICE
212072	R	48,838.03	09/25/2026	SAFEWAY BUS COMPANY
212073	R	18.75	09/25/2026	SAVER, COURTNEY
212074	R	398.16	09/25/2026	SCHOOL SPECIALTY LLC
212075	R	400.00	09/25/2026	SOUTH CENTRAL SERVICE COOPERATIVE
212076	R	119.00	09/25/2026	ST CROIX FIRE & SAFETY
212077	R	188.37	09/25/2026	ST PAUL PIONEER PRESS
212078	R	30.94	09/25/2026	STACK-JOHNSON, SUSAN
212079	R	200.00	09/25/2026	TARTAN HIGH SCHOOL
212080	R	9,973.50	09/25/2026	THOLE, GORDON
212081	R	110.00	09/25/2026	TOAY, GRETCHEN
212082	R	2,359.02	09/25/2026	TRIO SUPPLY CO
212083	R	3,647.03	09/25/2026	TWIN CITY HARDWARE CO
212084	R	476.03	09/25/2026	ULINE
212085	S	330.67	09/25/2026	XCEL ENERGY
212086	S	524.30	09/25/2026	XCEL ENERGY
212087	S	646.85	09/25/2026	XCEL ENERGY
212088	S	7,142.95	09/25/2026	XCEL ENERGY
212089	S	70.84	09/25/2026	XCEL ENERGY
212090	S	9,785.46	09/25/2026	XCEL ENERGY
212091	S	888.55	09/25/2026	XCEL ENERGY
212092	S	6,650.15	09/25/2026	XCEL ENERGY
212093	R	170.44	09/28/2026	AMAZON CAPITAL SERVICES
212094	R	299.00	09/30/2026	LOCAL #70
212095	R	1,203.70	09/30/2026	MINNESOTA CHILD SUPPORT PAYMENT CENTER
212096	R	32.00	09/30/2026	NCPERS GROUP LIFE INS
212097	R	311.50	09/30/2026	OFFICE AND PROF EMPLOYEES UNION
212098	R	13,875.18	09/30/2026	SOUTH ST PAUL TEACHER'S ASSOCIATION
212099	R	5.00	09/30/2026	SOUTH ST PAUL OPEN FOUNDATION

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NUMBER	TYP	AMOUNT	DATE	VENDOR
212100	R	80.00	09/30/2026	SOUTH ST PAUL EDUCATION FOUNDATION
212101	R	3,093.21	10/02/2026	AMAZON CAPITAL SERVICES
212102	R	1,788.80	10/02/2026	AMERGIS HEALTHCARE STAFFING INC
212103	R	240.00	10/02/2026	BALCHANDANI, JAIDEV
212104	R	7,118.00	10/02/2026	CADY BUSINESS TECHNOLOGIES INC
212105	R	15.39	10/02/2026	CDW GOVERNMENT INC
212106	R	50.00	10/02/2026	CHALLBERG, ALAN
212107	R	1,500.00	10/02/2026	CHARMTECH LABS LLC
212108	R	65.00	10/02/2026	CITICARGO & STORAGE
212109	R	49.75	10/02/2026	CITY OF SOUTH ST PAUL - UTILITIES
212110	R	697.50	10/02/2026	CITY OF WEST ST PAUL
212111	R	205.00	10/02/2026	CRAWFORD DOOR SALES
212112	R	500.00	10/02/2026	DEWALD, RINA
212113	R	60.00	10/02/2026	EAST RIDGE HIGH SCHOOL ACTIVITIES
212114	R	140.00	10/02/2026	EASTVIEW HS DEBATE
212115	R	250.00	10/02/2026	EDEN PRAIRIE SCHOOLS
212116	R	26.00	10/02/2026	ERICKSON, LAURA
212117	R	74.00	10/02/2026	FISCHBACH, DAN
212118	R	948.39	10/02/2026	FLINN SCIENTIFIC INC
212119	R	484.64	10/02/2026	GRAPHIC EDGE DBA GAME ONE
212120	R	409.72	10/02/2026	IMPERIAL BRADY
212121	R	28,302.06	10/02/2026	INDIANHEAD FOODSERVICE DISTRIBUTOR INC
212122	R	180.00	10/02/2026	INFINITE HEALTH COLLABORATIVE
212123	R	156.20	10/02/2026	KEYSTONE INTERPRETING SOLUTIONS INC
212124	R	8,350.00	10/02/2026	LB CARLSON LLP
212125	R	3,232.00	10/02/2026	MEDICINE LAKE TOURS
212126	R	2,940.00	10/02/2026	MERIDIAN CONSULTING/DAVID SLOMKOWSKI
212127	R	984.00	10/02/2026	MN ASSOC OF SECONDARY SCHOOL PRINCIPALS
212128	R	3,989.75	10/02/2026	MUSKEGON HEIGHTS SOLAR LLC
212129	R	32,057.62	10/02/2026	NORTHLINE TRANSPORTATION
212130	R	171.02	10/02/2026	PROPIO LS LLC
212131	R	399.91	10/02/2026	QUILL CORPORATION
212132	R	2,216.00	10/02/2026	REBYL SPORTS, INC
212133	R	173.44	10/02/2026	SCHOOL SPECIALTY LLC
212134	R	525.00	10/02/2026	SCOPETEKK
212135	R	225.00	10/02/2026	ST AGNES SCHOOL
212136	R	1,033.74	10/02/2026	ST PAUL BEVERAGE SOLUTIONS
212137	R	429.00	10/02/2026	TRAFERA HOLDINGS LLC
212138	R	8,718.20	10/02/2026	TWIN CITY JANITOR SUPPLY INC
212139	R	81.12	10/02/2026	TWIN CITY HARDWARE CO
212140	R	8,580.00	10/02/2026	WINDSCAPES
212141	S	9,397.91	10/02/2026	XCEL ENERGY
212142	R	998.26	10/08/2026	AMAZON CAPITAL SERVICES
212143	R	1,179.20	10/08/2026	BALLARD & TIGHE PUBLISHERS
212144	R	50.00	10/08/2026	BAUER, BRYNN
212145	R	2,508.10	10/08/2026	BLICK ART MATERIALS
212146	R	208.00	10/08/2026	BRANDNER, EMMA
212147	R	120.00	10/08/2026	BRECK SCHOOL
212148	R	100.00	10/08/2026	BRIESE, RYAN
212149	R	2,578.06	10/08/2026	CADY BUSINESS TECHNOLOGIES INC
212150	R	50.00	10/08/2026	CHALLBERG, ALAN
212151	R	371.46	10/08/2026	CINTAS
212152	R	90.00	10/08/2026	CITICARGO & STORAGE
212153	R	1,924.74	10/08/2026	CONTINENTAL CLAY CO
212154	R	54.95	10/08/2026	CULLIGAN-MILBERT COMPANY
212155	R	76.85	10/08/2026	DECKER EQUIPMENT

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NUMBER	TYP	AMOUNT	DATE	VENDOR
212156	R	30.00	10/08/2026	DOODY, STEPHEN
212157	R	2,147.00	10/08/2026	DOUGLAS, ISAAC
212158	R	222.00	10/08/2026	FISCHBACH, DAN
212159	R	127.59	10/08/2026	GRAINGER INC
212160	R	100.00	10/08/2026	GUSTAFSON, CHRISTINE
212161	R	216.00	10/08/2026	HIRTE, DIANA
212162	R	100.00	10/08/2026	HOFFMAN, ANDREW
212163	R	800.00	10/08/2026	HOLMEN HIGH SCHOOL
212164	R	11,733.34	10/08/2026	HUDL
212165	R	2,323.58	10/08/2026	IMPERIAL BRADY
212166	R	24,633.69	10/08/2026	INDIANHEAD FOODSERVICE DISTRIBUTOR INC
212167	R	330.00	10/08/2026	INFINITE HEALTH COLLABORATIVE
212168	R	121.39	10/08/2026	ISD #12 CENTENNIAL
212169	R	2,450.00	10/08/2026	IXL LEARNING
212170	R	262.50	10/08/2026	JOSTENS INC
212171	R	549.52	10/08/2026	LINK INTERPRET
212172	R	300.00	10/08/2026	MAPLE GROVE HIGH SCHOOL
212173	R	987.21	10/08/2026	MARK'S PLUMBING PARTS
212174	R	100.00	10/08/2026	MCEVOY, WILLIAM
212175	R	300.00	10/08/2026	MCLAUGHLIN, APRIL
212176	R	875.00	10/08/2026	METRO DINING CLUB
212177	R	514.42	10/08/2026	MIDWEST MACHINERY CO
212178	R	30.00	10/08/2026	MINNEHAHA ACADEMY
212179	R	300.00	10/08/2026	MONTICELLO HIGH SCHOOL
212180	R	561.76	10/08/2026	MORRISETTE, GARY
212181	R	300.00	10/08/2026	MSHSL REGION 4AA
212182	R	85.00	10/08/2026	NAC
212183	R	18.89	10/08/2026	NAPA AUTO PARTS
212184	R	220.00	10/08/2026	NEW WAY HYPNOSIS CLINIC INC
212185	R	813.91	10/08/2026	NORTHLAND MECHANICAL CONTRACTORS INC
212186	R	17,352.76	10/08/2026	NORTHLINE TRANSPORTATION
212187	R	30.00	10/08/2026	NUNEZ, NADIA
212188	R	30.00	10/08/2026	NYLIN, STEPHEN
212189	R	60.57	10/08/2026	OXYGEN SERVICE CO INC
212190	R	300.00	10/08/2026	PACER CENTER
212191	R	300.00	10/08/2026	PARK CENTER HIGH SCHOOL
212192	R	146.54	10/08/2026	PITNEY BOWES INC PURCHASE POWER
212193	R	83.11	10/08/2026	PLUNKETT'S PEST CONTROL
212194	R	290.50	10/08/2026	PROFESSIONAL WIRELESS COMMUNICATIONS
212195	R	1,820.00	10/08/2026	REALLY GREAT READING COMPANY LLC
212196	R	104.38	10/08/2026	SCHMITT MUSIC
212197	R	208.15	10/08/2026	SCHOOL HEALTH CORPORATION
212198	R	42.01	10/08/2026	SCHOOL SPECIALTY LLC
212199	R	1,200.00	10/08/2026	SETHURAJU, RAJ
212200	R	3,762.00	10/08/2026	SMARTPASS INC
212201	R	375.39	10/08/2026	ST PAUL BEVERAGE SOLUTIONS
212202	R	10,928.04	10/08/2026	STANDARD INSURANCE COMPANY
212203	R	1,687.51	10/08/2026	STATE SUPPLY COMPANY INC
212204	R	1,250.00	10/08/2026	TORRES, EMMANUEL
212205	R	7,104.00	10/08/2026	TRAFERA HOLDINGS LLC
212206	R	3,623.82	10/08/2026	TWIN CITY JANITOR SUPPLY INC
212207	R	197.50	10/08/2026	TWIN CITY SCALE CO
212208	R	473.55	10/08/2026	ZEN EDUCATE
212209	R	27,787.50	10/08/2026	INTERMEDIATE DISTRICT #287
212210	R	2,970.24	10/08/2026	IND SCHOOL DISTRICT #625
212211	R	18,521.97	10/08/2026	IND SCHOOL DISTRICT #197

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NUMBER	TYP	AMOUNT	DATE	VENDOR
212212	R	525.60	10/08/2026	INTERMEDIATE DISTRICT #287
212213	R	3,164.85	10/08/2026	PERA
212214	R	400.00	10/08/2026	SOUTH CENTRAL SERVICE COOPERATIVE
212215	R	5.00	10/13/2026	SOUTH ST PAUL OPEN FOUNDATION
212216	R	311.50	10/15/2026	LOCAL #70
212217	R	1,203.70	10/15/2026	MINNESOTA CHILD SUPPORT PAYMENT CENTER
212218	R	280.75	10/15/2026	OFFICE AND PROF EMPLOYEES UNION
212219	R	13,713.88	10/15/2026	SOUTH ST PAUL TEACHER'S ASSOCIATION
212220	R	5.00	10/15/2026	SOUTH ST PAUL OPEN FOUNDATION
212221	R	80.00	10/15/2026	SOUTH ST PAUL EDUCATION FOUNDATION
212222	R	1,312.10	10/15/2026	SSP EASRP
212223	R	3,016.56	10/16/2026	AMAZON CAPITAL SERVICES
212224	R	374.73	10/16/2026	AMAZON.COM
212225	R	6,171.00	10/16/2026	AMPERSAND THERAPY LLC
212226	R	700.00	10/16/2026	AUGSBURG UNIVERSITY
212227	R	395.00	10/16/2026	AVSI
212228	R	50.00	10/16/2026	BAUER, BRYNN
212229	R	1,762.50	10/16/2026	BAYADA HOME HEALTH CARE INC
212230	R	2,054.03	10/16/2026	BIMBO BAKERIES USA
212231	R	5,071.69	10/16/2026	BIX PRODUCE COMPANY
212232	R	825.00	10/16/2026	BLOOMINGTON ISD 271
212233	R	2,580.71	10/16/2026	CADY BUSINESS TECHNOLOGIES INC
212234	R	100.00	10/16/2026	CHALLBERG, ALAN
212235	R	600.00	10/16/2026	CHARMTECH LABS LLC
212236	R	1,999.80	10/16/2026	CINTAS
212237	R	19,020.00	10/16/2026	CITY OF SOUTH ST PAUL
212238	R	593.26	10/16/2026	COLLINS SPORTS MEDICINE
212239	R	148.95	10/16/2026	COMPUTER INTEGRATION TECHNOLOGIES
212240	R	3,025.00	10/16/2026	CONVERGINT TECHNOLOGIES LLC
212241	R	74.35	10/16/2026	CULLIGAN-MILBERT COMPANY
212242	R	494.02	10/16/2026	CUMMINS INC
212243	R	525.00	10/16/2026	DEWALD, RINA
212244	R	150.00	10/16/2026	DODGE NATURE CENTER
212245	R	30.00	10/16/2026	DOODY, STEPHEN
212246	R	987.24	10/16/2026	EPIC SPORTS
212247	R	349.61	10/16/2026	FIRST SUPPLY LLC - TWIN CITIES
212248	R	148.00	10/16/2026	FISCHBACH, DAN
212249	R	432.34	10/16/2026	FUN AND FUNCTION INC
212250	R	48.00	10/16/2026	GOMES, JULIE
212251	R	1,595.11	10/16/2026	GRAINGER INC
212252	R	531.20	10/16/2026	GRAPHIC EDGE DBA GAME ONE
212253	R	9.44	10/16/2026	HUESER, DARLENE
212254	R	1,489.14	10/16/2026	IMPERIAL BRADY
212255	R	300.00	10/16/2026	IND SCHOOL DISTRICT 286
212256	R	36,651.60	10/16/2026	INDIANHEAD FOODSERVICE DISTRIBUTOR INC
212257	R	100.00	10/16/2026	ISD #77
212258	R	8,250.00	10/16/2026	IXL LEARNING
212259	R	18.35	10/16/2026	JOSTENS
212260	R	28.49	10/16/2026	LAKESHORE LEARNING MATERIALS
212261	R	3,204.35	10/16/2026	LINDENMEYR MUNROE
212262	R	80.22	10/16/2026	MARK'S PLUMBING PARTS
212263	R	100.00	10/16/2026	MCEVOY, WILLIAM
212264	R	3,920.00	10/16/2026	MERIDIAN CONSULTING/DAVID SLOMKOWSKI
212265	R	1,159.00	10/16/2026	MERLE'S WATER CONDITIONING
212266	R	7,000.00	10/16/2026	METRO EAST CONFERENCE
212267	R	180.00	10/16/2026	MILLER, DEBRA

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NUMBER	TYP	AMOUNT	DATE	VENDOR
212268	R	788.83	10/16/2026	MINNEAPOLIS COLLEGE
212269	R	901.00	10/16/2026	MRI SOFTWARE LLC
212270	R	2,643.35	10/16/2026	MUSKEGON HEIGHTS SOLAR LLC
212271	R	3,520.00	10/16/2026	NASSEFF MECHANICAL CONTRACTORS
212272	R	684.75	10/16/2026	NEO ELECTRIC SOLUTIONS
212273	R	14,700.00	10/16/2026	NICHE VISUAL
212274	R	223.79	10/16/2026	NORTHLAND MECHANICAL CONTRACTORS INC
212275	R	45,257.16	10/16/2026	NORTHLINE TRANSPORTATION
212276	R	30.00	10/16/2026	NUNEZ, NADIA
212277	R	30.00	10/16/2026	NYLIN, STEPHEN
212278	R	328.33	10/16/2026	PITNEY BOWES INC PURCHASE POWER
212279	R	350.00	10/16/2026	PREMIER TEST & BALANCE LLC
212280	R	945.59	10/16/2026	PROFESSIONAL WIRELESS COMMUNICATIONS
212281	R	112.75	10/16/2026	PROPIO LS LLC
212282	R	724.00	10/16/2026	REGION V COMPUTER SERVS COOPERATIVE
212283	R	965.00	10/16/2026	RENT N SAVE
212284	R	1,800.00	10/16/2026	REVELATIONS IN EDUCATION
212285	R	250.00	10/16/2026	ROBERTSON, JOSEPH
212286	R	482.00	10/16/2026	SCIENCE MUSEUM OF MINNESOTA
212287	R	140.00	10/16/2026	SHANNON, JODY
212288	R	464.00	10/16/2026	SQUIRES WALDSPURGER & MACE PA
212289	R	9,640.94	10/16/2026	ST PAUL BEVERAGE SOLUTIONS
212290	R	28.56	10/16/2026	STACK-JOHNSON, SUSAN
212291	R	11,212.60	10/16/2026	STANDARD INSURANCE COMPANY
212292	R	1,501.13	10/16/2026	STATE SUPPLY COMPANY INC
212293	R	1,993.12	10/16/2026	T-MOBILE
212294	R	4,661.77	10/16/2026	TRIO SUPPLY CO
212295	R	3,140.60	10/16/2026	TWIN CITY JANITOR SUPPLY INC
212296	R	63,500.00	10/16/2026	TWIN CITY ACOUSTICS INC
212297	R	105.59	10/16/2026	ULINE
212298	R	1,413.35	10/16/2026	UNITED STATES POSTAL SERVICE
212299	R	100.00	10/16/2026	UZUETA-LUCIO, DIONNA
212300	R	100.00	10/16/2026	WHITAKER, MONTGOMERY
212301	R	12,209.61	10/16/2026	WOLD ARCHITECTS AND ENGINEERS
212302	S	147.82	10/16/2026	XCEL ENERGY
212303	S	2,756.59	10/16/2026	XCEL ENERGY
212304	S	636.43	10/16/2026	XCEL ENERGY
212305	S	12,834.71	10/16/2026	XCEL ENERGY
212306	S	5,518.73	10/16/2026	XCEL ENERGY
212307	R	970.56	10/16/2026	CAPITAL ONE TRADE CREDIT
212308	R	763.98	10/16/2026	KWIK TRIP EXTENDED NETWORK
212309	S	621.49	10/16/2026	XCEL ENERGY
202600229	W	-26.84	09/15/2026	MINNESOTA PAYROLL TAXES
202600230	W	-233.39	09/15/2026	FEDERAL PAYROLL TAXES
202600231	W	-172.85	09/15/2026	PERA
202600232	W	-10.86	09/15/2026	DEED
202600233	W	50.46	09/15/2026	MINNESOTA PAYROLL TAXES
202600234	W	277.84	09/15/2026	FEDERAL PAYROLL TAXES
202600235	W	172.85	09/15/2026	PERA
202600236	W	10.86	09/15/2026	DEED
202600237	W	0.00	09/15/2026	MINNESOTA PAYROLL TAXES
202600238	W	-87.76	09/15/2026	FEDERAL PAYROLL TAXES
202600239	W	-5.04	09/15/2026	DEED
202600240	W	0.00	09/15/2026	MINNESOTA PAYROLL TAXES
202600241	W	87.76	09/15/2026	FEDERAL PAYROLL TAXES
202600242	W	5.04	09/15/2026	DEED

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NUMBER	TYP	AMOUNT	DATE	VENDOR
202600243	W	53,659.97	09/30/2026	MINNESOTA PAYROLL TAXES
202600244	W	313,110.15	09/30/2026	FEDERAL PAYROLL TAXES
202600245	W	1,085.35	09/30/2026	MN DEPT OF REVENUE
202600246	W	54,721.43	09/30/2026	PERA
202600247	W	60,404.18	09/30/2026	TSA/ACH DEDUCTION
202600248	W	176,005.67	09/30/2026	TEACHER RETIREMENT ASSOCIATION
202600249	W	12,302.66	09/30/2026	DEED
202600250	W	0.00	09/30/2026	MINNESOTA PAYROLL TAXES
202600251	W	0.00	09/30/2026	FEDERAL PAYROLL TAXES
202600252	W	0.00	09/30/2026	DEED
202600253	W	54,904.64	10/15/2026	MINNESOTA PAYROLL TAXES
202600254	W	320,589.84	10/15/2026	FEDERAL PAYROLL TAXES
202600255	W	823.58	10/15/2026	MN DEPT OF REVENUE
202600256	W	61,004.04	10/15/2026	PERA
202600257	W	59,476.91	10/15/2026	TSA/ACH DEDUCTION
202600258	W	175,621.22	10/15/2026	TEACHER RETIREMENT ASSOCIATION
202600259	W	12,641.38	10/15/2026	DEED
202600260	W	0.00	10/15/2026	MINNESOTA PAYROLL TAXES
202600261	W	0.00	10/15/2026	FEDERAL PAYROLL TAXES
202600262	W	0.00	10/15/2026	DEED
262700080	A	90.00	09/25/2026	AHSENMACHER WINTER, AMY
262700081	A	90.00	09/25/2026	ANDERSON, CHAD
262700082	A	90.00	09/25/2026	BASQUILL, THOMAS
262700083	A	1,080.00	09/25/2026	BERNARD, JESSICA
262700084	A	90.00	09/25/2026	BOSSARD, SOFIA
262700085	A	90.00	09/25/2026	BOURG, LEAH
262700086	A	90.00	09/25/2026	BRANDECKER, LISA
262700087	A	90.00	09/25/2026	BRETOI, TERRENCE
262700088	A	90.00	09/25/2026	CHHOTH, RA
262700089	A	90.00	09/25/2026	CHILDS, DANETTE
262700090	A	90.00	09/25/2026	COOK, CHARLES
262700091	A	90.00	09/25/2026	DANIELSON, JENNIFER
262700092	A	90.00	09/25/2026	FENTON, MARK
262700093	A	90.00	09/25/2026	HADJI, NIMO
262700094	A	45.00	09/25/2026	JACOBS-BUSE, LINDA
262700095	A	270.00	09/25/2026	KARAS, COURTNEY
262700096	A	90.00	09/25/2026	KRUEGER, BRADY
262700097	A	90.00	09/25/2026	OCHOCKI, CHARLES
262700098	A	90.00	09/25/2026	PETERSON, LORI
262700099	A	45.00	09/25/2026	RYAN, ERIKA
262700100	A	90.00	09/25/2026	RYTER, ANGELA
262700101	A	90.00	09/25/2026	SCHWAB, ROBIN
262700102	A	90.00	09/25/2026	TOURTELOTTE, NATALIE
262700103	A	45.00	09/25/2026	VANDEBILT, TONY
262700104	A	90.00	09/25/2026	WELLS, TRAVIS
262700105	A	90.00	09/25/2026	ZAMBRENO, BRIAN
262700106	A	90.00	09/25/2026	ZEHNDER, JEAN
262700107	A	119.14	09/28/2026	BAGWILL, JULIE
262700108	A	55.99	09/28/2026	DAHLE, LISA
262700109	A	27.44	09/28/2026	GIL-HAGBERG, FRANCES
262700110	A	23.98	09/28/2026	HANA, DINA
262700111	A	351.66	09/28/2026	KRUEGER, BRADY
262700112	A	124.98	09/28/2026	LINDORFER, NICOLE
262700113	A	113.98	09/28/2026	ORTIZ, TERESA
262700114	A	17.54	09/28/2026	TAUTGES, KAIA
262700115	A	39.98	09/28/2026	UMHOEFER, THOMAS

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NUMBER	TYP	AMOUNT	DATE	VENDOR
262700116	A	79.95	09/28/2026	WOHLERS, DARII
262700117	A	59.37	09/30/2026	CARPENTER, CURTIS
262700118	A	72.73	09/30/2026	EMERY, HEATHER
262700119	A	35.97	09/30/2026	HANA, DINA
262700120	A	49.00	09/30/2026	KAUFMAN, LISA
262700121	A	39.44	09/30/2026	THERRES, HEIDI
262700122	A	104.72	10/09/2026	ANDERSON, CONRAD
262700123	A	54.49	10/09/2026	EMERY, HEATHER
262700124	A	82.09	10/09/2026	HANLEY, KATHLEEN
262700125	A	21.89	10/09/2026	JAIMES-CASTELLANOS, MARIA
262700126	A	16.88	10/09/2026	LINDORFER, NICOLE
262700127	A	188.32	10/09/2026	OWENS, CHRISTINA
262700128	A	37.47	10/09/2026	PETERSON, LORI
262700129	A	51.99	10/09/2026	RYAN, ERIKA
262700130	A	61.26	10/09/2026	SKELLY, CHRISTOPHER
262700131	A	190.00	10/09/2026	SPREIGL, REBECCA
262700132	A	110.00	10/09/2026	TAUTGES, KAIA
262700133	A	82.38	10/09/2026	THERRES, HEIDI
262700134	A	56.78	10/09/2026	TUCCITTO, SANDRA

2,579,499.82 Totals for checks

FUND SUMMARY

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
01	GENERAL	1,316,668.32	0.00	554,299.45	1,870,967.77
02	FOOD SERVICE	26,905.24	0.00	161,995.48	188,900.72
04	COMMUNITY EDUCATION	61,147.71	0.00	13,838.06	74,985.77
05	CAPITAL	2,399.04	0.00	438,264.70	440,663.74
50	ACTIVITY ACCOUNT	3,981.82	0.00	0.00	3,981.82
***	Fund Summary Totals ***	1,411,102.13	0.00	1,168,397.69	2,579,499.82

***** End of report *****

CHECKRUNS

FUND		DESCRIPTION	September 25 2026- October 22 2026
1		GENERAL	\$ 1,870,967.77
2		FOOD SERVICE	188,900.72
4		COMMUNITY EDUCATION	74,985.77
5		CAPITAL	440,663.74
7		DEBT SERVICE	-
20		INTERNAL SERVICE	-
21		MEDICAL	-
50		ACTIVITY ACCOUNTS	3,981.82
		TOTAL	\$ 2,579,499.82
PAYROLL			09/30/2026- 10/15/2026
Payroll Direct Deposit	900134069-900134861		\$ 1,869,820.10



School Board Agenda Item

Date: October 26, 2026

Place on Agenda: Consent Items

Action Requested: Approval

Attachment: Staffing Report

Topic: Staffing Report
Presenter(s): Board Chair
Background: The staffing report includes the Appointments, Resignations, Transfers, Retirements, Abolishments, and Leaves being recommended to the School Board for approval.
Recommendation: Administration recommends approval of the proposed staffing and supplemental staffing as presented.
Alternatives: Amend the motion to remove a certain appointment, resignation, transfer, retirement, abolishment, or leave. Provide administration with directions for the next steps.

CERTIFIED

Appointments/Reassignments

1. Anne Keroff - Special Education Teacher, High School, 1.0 FTE, MA Step 10, effective October 5, 2026
2. Martin Davis - Social Studies Teacher - LTS, 1.0 FTE, BA Step 1, effective October 5, 2026
3. Anne-Marie White - Overload 0.2 FTE Media Tech Teacher to 1.2 FTE, Kaposia, effective September 24, 2026
4. Bethany Pankow - Change to 1.0 FTE ECCE Teacher, Family Ed Center, effective October 12, 2026

Resignations/Retirements/Leaves/ Reductions/Other

1. Laura Callies - Teacher, LC, LOA, effective September 15, 2026, through March 30, 2027 (as needed)
2. Di Ann Rundquist - Teacher, KEC, LOA, effective November 3 through December 15, 2026
3. Tyler LaRose - Resignation, Golf Head Coach, Secondary, effective October 9, 2026
4. Paige Heuer - Teacher, KEC, LOA, effective January 19, 2027, through June 4, 2027

ATHLETICS 2026-27

Basketball Girls Varsity Asst/JV Coach	Bakken, Chris	\$4,646.00
Hockey Boys Varsity Asst Coach	McGinn, Corey	\$4,646.00
Hockey Boys Varsity Asst/JV	Ross, Nick	\$4,646.00
Wrestling Head Asst Coach (Boys)	Trevino, Jose	\$4,646.00
Wrestling Head Asst Coach (Girls)	Reynolds, Todd	\$4,646.00
Wrestling Asst Coach (Boys)	Aho, Abraham	\$3,398.00
Wrestling Asst Coach (Girls)	Tonda, Teresa	\$3,398.00
Wrestling Additional Coach	Bauer, Shad	Volunteer
Wrestling Additional Coach	Bjorklund, Randy	Volunteer
Wrestling Additional Coach	Brito, Jose	Volunteer
Wrestling Additional Coach	Nihart, William	Volunteer
Wrestling Additional Coach	Ochocki, Thomas	Volunteer

ACTIVITIES and AFFINITY GROUPS 2026-27

Kaposia

Geography Club	Jill Croonquist	\$1222.00
Lego League	Lisa Gorman	\$1254.00
Lego League	Noel Chirhart	\$1254.00
Math Masters	Andrew Cin-Walker	\$1222.00
Student Safety Patrol	Kindra Slagle	\$1622.00
Student Council	Brenda Johnson	\$1254.00

Student Safety Patrol	Aubrey Wright	\$1222.00
Art Club	Courtney Stempinski	\$1222.00
Secondary		
Robotics Advisor (50%)	Sarajane Millerbernd	\$2654.00
Robotics Advisor (50%)	Kevin Knodl	\$2654.00
Key Club Advisor	Paige Levendusky	\$1444.00
Art Club - Middle School	Elina Wennerlund Squires	\$1222.00
Art Club - Secondary	Shane Eggersted	\$1222.00
Black Infinity Leaders 6-8	Charmaine Coleman	\$4128.00
BPO 9-12	Amber Gay	\$4128.00
CDLU 9-12	Bridget Contrera	\$4128.00
CDLU MS	Marty Mendez	\$4128.00
Equipment Manager	Paul Moen	\$7077.00
Middle School Memory Book	Tyne Grefe	\$1148.00
Prom Advisor	Tammy Lenarz	\$1311.00
School Store Advisor	Chris Gustilo	\$4048.00
Senior All Night Party Coordinator	Joleen Macioch	\$900.00
SAGA 9-12	Elizabeth Zender	\$4128.00
SAGA MS	Donavon Martinson	\$4128.00
Student Council - High School	Meghan Schultz	\$4128.00
Student Council - Middle School	John Raasch	\$2,741.00
Varsity Singers Director	Jill Kobilka	\$1,181.00
Vocal Music - Middle School	Jill Kobilka	\$861.00
Vocal Music - Senior High	Jill Kobilka	\$1181.00
WEB Advisor	John Raasch	\$1814.00
WEB Advisor	Connie Ecklund	\$1814.00
Women's Society 9-12 (50%)	Emilee Fremstad	\$2064.00
Women's Society 9-12 (50%)	Katherine Hollen	\$2064.00
Yearbook Advisor	Hannah O'Brien	\$4358.00
Show Choir Choreographer	King, Nakeema	\$914.00
Pep Band Director – Winter	Hartman, Reed	\$1,712.00
Drumline Coach	Boz, Vlad	Volunteer
Drumline Coach	Smith, Trenton	Volunteer
Lincoln Center		
Geography Club	Kim Bauer	\$1222.00
Math Masters	Kim Bauer	\$1222.00
Student Safety Patrol	Kim Bauer	\$1622.00
Student Council (50%)	Lori Miller	\$627.00
Student Council (50%)	Patrick Griffith	\$627.00
Art Club	Liz Roszak	\$1222.00
Art Club	Kristen Spanjers	\$1222.00
Science Club (50%)	Emily Stoebig	\$611.00
Science Club (50%)	Liz Sierminski	\$611.00

Site Solutions 2026-27 \$631.00

Middle School

Linnea McClintock
John Raasch
Chayla Fenske
Melanie Haber
Tyne Grefe
Connie Ecklund
Shelly Moland
Lucas Riesgraf

Lincoln Center

Gross, Katie
Gysbers, Heather
Bergquist, Susan
Wincentzen, Robbyn
Mcalpine, Arlene
Derryberry Maurer, Nicola
Johnson, Drew
Costain, Maggie
Zeilinger, Jacqueline
Friedges, Jennifer

Kaposia

Soviet Loyd
Kristin Troup
Kelly Kopp
Janelle Johnson
Kaley Hedberg
Andrew Cin-Walker
Brenda Johnson
Hannah Anderson
Kindra Slagle
Rhea Robinson
Kathy Berlin

High School

Shane Eggerstedt
Linda Gilbert
Andrew Gustafson
Lisa Kaufman
Brandon Lambert
Jessika Lukes Cuhel
Christopher Marquis
Nina Shaughnessy
Glenna Stone

PLC LEAD 2026 -27 \$500.00

Middle School

Tyne Grefe
Tom Munoz
Mike Kvalheim
Mark Westpfahl
Elina Wennerlund-Squires
Michael Kretzschmar
Christian Duncan
Scott Sundly
Aimee Rumpza
Josh Craig

Community Learning Center

Aaron Zimmerman

ABE/EL

Bethany Pankow
Carolyn Oleson
Rebecca Welty

Lincoln Center

Rebecca Berg
Elizabeth Sierminski
Nicolle Koehnen
Karen Johnson
Kim Bauer
Allison Olson
Kristen Spanjers
Tracy Weir
Emily Seaberg
Kristine Thompson
Robin Breeze
Jessica Costello

Kaposia

Grace Gaertner
Dianne Spannbauer
Pat Liesener
Deidre Held
Cara Fischer
Mallory Oleshko
Anne-Marie White
Lauren Foley
Kim Dahlen
Jen Birkhofer
Kathy Berlin
Wendy Beaton Lanz

Kayla Rogers
Kris Minar

High School

Patricia Gould
Amy McEvoy
Paige Levendusky
Chris Gustilo
Kim Laska
Chris Bakken
Katie Hollen
Jane Cornell
Michael Gharrity
Glenna Stone
Reed Hartman

BILT 2026-27 \$1,000.00

Lincoln Center

Rebecca Berg
Elizabeth Sierminski
Nicolle Koehnen
Karen Johnson
Kim Bauer
Allison Olson
Kristen Spanjers
Tracy Weir
Emily Seaberg
Kristine Thompson
Robin Breeze
Jessica Costello
Aleda Hinojos

Community Learning Center

Aaron Zimmerman 0.5
Jody Sielski 0.5

ABE

Jessica Rice

Kaposia

Grace Gaertner
Dianne Spannbauer
Pat Liesener
Deidre Held
Cara Fischer
Mallory Oleshko
Anne-Marie White
Lauren Foley

Kim Dahlen
Jen Birkhofer
Kathy Berlin

Middle School

Tyne Grefe
Thomas Munoz
Mike Kvalheim
Mark Westpfahl
Elina Wennerlund-Squires
Michael Kretzschmar
Christian Duncan Jr.
Scott Sundly
Aimee Rumpza
Josh Craig
Emma Hanlin
Lindsay Lowther

High School

Elizabeth Ritzer
Elizabeth Zender
Katherine Hollen
Kim Laska
Melissa Booth
Molly Siebert
Shane Eggerstedt
Tammy Lenarz
Timothy Kennealy

VII.A.2 Staff Appointments, Resignations, Retirements, Terminations and Leaves

10/26/2026

CLASSIFIED

Appointments/Reassignments

1. Jayme Judnick- Early Learning Assistant - Lunch, Lincoln Center, \$23.54 an hour, effective October 8, 2026
2. Michael Skinner - Special Education Assistant, Middle School, \$25.61 an hour, effective October 19, 2026
3. Adrian Dupre - Special Education Assistant, Middle School, \$25.61 an hour, effective October 19, 2026
4. Franklin Nelson- Change to Maintenance Specialist, Service Building, \$36.02 an hour, effective October 13, 2026

5. Sandra Tuccitto- Change to Assistant Cook Manager, Secondary, \$23.44 an hour, effective October 26, 2026
6. Kiely Schultz- Temporary Early Learning Assistant, Kaposia, \$23.54 an hour, effective October 26, 2026
7. Thidathip Crockett - Special Education Assistant, High School, \$25.61 an hour, effective October 5, 2026

Resignations/Retirements/Leaves/Reductions/Other

1. Thidathip Crockett - Termination, Special Education Assistant, High School, effective October 13, 2026
2. Mary Smith - Nutrition Services Asst., KEC, LOA, effective September 1 through November 30, 2026
3. Ashley DePover - Para, SEC, LOA, effective November 26, 2026, through January 7, 2027
4. Sherin Howlett - Technology, KEC, LOA, effective October 16 through November 30, 2026
5. Gerald Bickel - Resignation, PT Cleaner, Lincoln Center, effective October 9, 2026
6. Ryan Palm - Resignation, PT Cleaner, Secondary, effective October 9, 2026
7. David Kurth- Resignation, PT Cleaner, Secondary, effective October 23, 2026
8. Rebecca Brezniak - Para, LC, LOA, effective September 8 through December 7, 2026 (as needed)
9. Catherine Budzyn- Retirement, Student Support Assistant, Kaposia, effective November 9, 2026

Date: October 26, 2026

Place on Agenda: Business Meeting

Action Requested: Approval

Attachment: Minnesota State High School League Foundation Form A Grant Application

Topic: Minnesota State High School League Foundation Form A Grant Application
Presenter(s): Brady Krueger, Activities Director
Background: The Minnesota State High School League (MSHSL) Foundation is a nonprofit association serving both public and private schools, created to complement the MSHSL by providing support for Minnesota's high school youth to participate in athletics and fine arts. Minnesota State High School League Foundation's goals are to promote the growth of high school students through participation in valuable extracurricular activities. The primary goal of the Foundation will be to award grants that assist, recognize, promote, and fund extra-curricular participation by high school students in athletic and fine arts programs. These grants will be awarded based on gender balance, school size, and geographic location to the extent possible. The Minnesota State High School League Foundation Board of Directors has determined that the number of free and reduced lunch students in grades 9-12 will be used for classification purposes. The MSHSL Foundation wants to encourage each school to seek students whose family income may be limited, and encourage them to participate in athletic and fine arts programs in each school community and to recognize the role you play in this endeavor, and to assist you in your continued efforts to engage more students. South St. Paul Public Schools administration is finalizing the Form A grant application. School Board approval is needed before the grant submission
Recommendation: Administration recommends the approval of the Resolution of Governing Board Supporting Form A Application to the Minnesota State High School League Foundation.
Alternatives: Do not approve and direct administration with next steps.

FORM A

RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in MSHSL athletics and fine arts;

WHEREAS, the Governing Board of [Name of School/District] South St Paul High School recognizes the value of student participation in MSHSL athletics and fine arts; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools in recognizing, promoting and funding extracurricular participation by high school students in MSHSL athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of [Name of School/District] South St Paul supports the school's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

October 26, 2026
Date

Board Chair

October 26, 2026
Date

Board Clerk – Treasurer

Date: October 26, 2026

Place on Agenda: Business Meeting

Action Requested: Approval

Attachment: Field Trip Application

Topic: Preliminary Approval, Costa Rica Spanish Class Trip, Spring Break 2028
Presenter(s): Superintendent Brian Zambreno
Background: In accordance with School Board Policy 610, Field Trips, international student trips require School Board approval well in advance of the planned activity. The policy requires initial Board approval at least one year prior to departure, with final approval occurring within one month of the trip. All international trips must also follow the established review and approval process at the student, principal, superintendent and School Board levels. The School Board is being asked to consider preliminary approval for a proposed trip to Costa Rica during spring break 2028 for students enrolled in Spanish classes. This educational experience would provide students with an opportunity to immerse themselves in the Spanish language and Costa Rican culture, extending their classroom learning through authentic cultural experiences and real-world language application. Preliminary approval would allow trip planning and coordination to move forward, with the trip returning to the School Board for final approval in accordance with district policy.
Recommendation: Administration recommends the approval of the Preliminary Field Trip Request for the high school Spanish class to travel to Costa Rica during spring break 2028.
Alternatives: Do not approve and direct administration with next steps.



South St. Paul Public Schools Special School District #6

OUT-OF-THE-COUNTRY FIELD TRIP APPLICATION

Sponsoring Activity Spanish Costa Rica Trip - '28
Sponsoring Staff Tyler LaRose
Field Trip Date(s) Spring Break 2028 Number of class days missed 1-2
Destination Costa Rica
Estimated # of Students 15 Estimated # of Chaperones 1-2
Mode of Transportation Plane/Bus Flight Arrangements (If applicable) TBD
Hotel Accommodations (name/address/phone) TBD
Reservations under what name World Strides / Tyler LaRose

Field Trip Information

Program Description Guided tour of Costa Rica w/ licensed tour guide and bus driver.

Educational Objective Immerse ourselves in the Spanish language, explore 5+ cities in Costa Rica through guided local tours & experiences

Arrangements for Non-Participating Students N/A

Method of Payment
Cost to Students \$3,600 + tip money (\$200)
Cost to District \$0
(specify dept. budget and other funding sources)
Other (specify funding source) _____

Signature of Sponsoring Staff Tyler LaRose

Signature of Principal/Activities Director [Signature]

Signature of Superintendent [Signature]

Signature of Board Chair [Signature]



School Board Agenda Item

Date: October 26, 2026

Place on Agenda: Business Meeting

Action Requested: None.

Attachment: JPA between Dakota County Public Health and South St. Paul Public Schools, Special School District 6

Topic: Joint Powers Agreement between Dakota County Public Health and South St. Paul Public Schools.
Presenter(s): Board Chair
Background: Superintendent Dr. Brian Zambreno will bring forward a Joint Powers Agreement between South St. Paul Public Schools and Dakota County Public Health for Board approval. Through this partnership, students participating in the Tri-District Center for Advanced Professional Studies (CAPS) program will have opportunities to learn more about careers in public health through presentations, projects, and other hands-on learning experiences. Students will also have opportunities to share their perspectives and provide feedback on Dakota County's public health outreach efforts. The agreement will remain in effect through August 31, 2031, and does not include any fees between the participating parties.
Recommendation: Administration recommends approval of the Joint Powers Agreement with Dakota County Public Health as presented.
Alternatives: Do not approve and direct administration with next steps.

**JOINT POWERS AGREEMENT BETWEEN
THE COUNTY OF DAKOTA AND SPECIAL SCHOOL DISTRICT 6
FOR PUBLIC HEALTH RELATED CAPS PROGRAM**

This Joint Powers Agreement ("Agreement") is between the County of Dakota, by and through Dakota County Public Health Department ("County") and Special School District No. 6 (each a "School District and collectively "Tri-District"). This Agreement uses the word "parties" for the County and each School District.

WHEREAS, the County and School District are governmental units as that term is defined in Minn. Stat. § 471.59.

WHEREAS, Minn. Stat. § 471.59 authorizes local governmental units to jointly or cooperatively exercise any power common to the contracting parties.

WHEREAS, Tri-District members operate Center for Advances Professional Studies ("CAPS") programs designed to provide high school students with exposure to and learning opportunities in connection with various careers.

WHEREAS, the County is interested in facilitating student exposure to public health career paths through the Tri-District CAPS programs.

WHEREAS, the County is further interested in receiving feedback from students participating in the CAPS programs on the County's youth public health outreach activities.

WHEREAS, the parties desire to cooperate in participating in a public health-based CAPS program for Tri-District students as more fully described herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein, the County and the School District, acting as Tri-District, hereby agree as follows:

1. Purpose. The purpose of this Agreement is to set out the respective duties and responsibilities of the County, acting through its Public Health Department ("DCPH") and the School District, acting through Tri-District, to provide for a public health-based CAPS program, as more fully described herein.
2. Term. This Agreement shall be effective upon execution by all of the parties and shall continue in effect through August 31, 2031, unless earlier terminated by law or according to the provisions of this Agreement.
3. Mutual Obligations. The parties agree to work cooperatively to accomplish the following:
 - (a) Tri-District will administer a CAPS course focusing on public health careers in consultation with the DCPH (the "Program").
 - (b) Tri-District will develop a program schedule and determine the number of student participants for the Program, in consultation with DCPH.
 - (c) Tri-District and DCPH staff will confer on the selection of relevant public health topics, presentations, and student projects during the year/semester. Notwithstanding the foregoing, Tri-District shall be solely responsible for CAPS programing, course content, methods of teaching, Program objectives and student evaluation. DCPH participation in Program development shall consist solely of consultation with Tri-District staff.
 - (d) The Program may include work on new (or follow-up) design challenge questions formulated by Tri-District and DCPH related to public health topics.
 - (e) Program activities may include attending presentations, working on individual or group projects, an overview of DCPH jobs, a tour of the DCPH offices and/or invitation to attend public events hosted by DCPH or partner organizations. Tri-District staff shall accompany student participants when on

County property or when students are attending DCPH public events as part of the Program.

- (f) The Program will not include internships or volunteer opportunities with DCPH.
- (g) Both Tri-District CAPS and DCPH will appoint staff members to act as coordinators to implement this agreement.
- (h) Tri-District and DCPH shall meet following each academic year during the term of this Agreement to evaluate the Program.
- (i) There shall be no costs charged to the parties by any other party for operation of or participation in the Program.

3. Tri-District Obligations. The School District, acting as and through Tri-District, agree to do the following:

- (a) Determine, according to School District policies, which students may participate in the Program.
- (b) Prepare a Program consent form to be signed by each participant's parent or legal guardian, including consent for visiting DCPH offices and/or attending public events related to public health activities, to the extent applicable to the Program.
- (c) Have a Tri-District representative present during the Programs sessions.
- (d) Provide meeting space for DCPH staff and participating students when on School District property or coordinate virtual access with DCPH as needed.
- (e) Maintain communication with DCPH regarding scheduling, student needs, and program coordination.
- (f) If meeting on Dakota County property, Tri-District CAPS staff shall accompany students and shall be responsible for following County policies.

4. County Obligations. The County, through its Public Health Department ("DCPH"), agrees to do the following:

- (a) DCPH will participate in the Tri-District CAPS program as a participating partner organization.
- (b) DCPH will plan presentations on public health topics, prepare any materials, and help CAPS students formulate questions for "Design Challenge" projects that are part of the Program.
- (c) Provide information to Tri-District about public-health related events that may be of interest to participating students.
- (d) Solicit feedback provided by Program participants and integrate appropriate ideas and input into DCPH's ongoing work.
- (e) Maintain communication with Tri-District regarding scheduling and program coordination.

5. Liability. Each party to this Agreement shall be liable for the acts of their own officers, agents, volunteers, or employees and results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its officers, agents, volunteers, or employees. It is understood and agreed that the provisions of the Minn. Stat. § 471.59, the Municipal Tort Claims Act, Minn. Stat. Ch. 466 and other applicable laws govern liability arising from the parties' acts or omissions. Each party warrants that they are able to comply with this section through an insurance or self-insurance program and that each has minimum coverage consistent with the liability limits contained in Minn. Stat. Ch. 466. Nothing in this Agreement shall be construed to allow a claimant to obtain separate judgments or separate liability caps from the individual parties. The provisions of this section 6 shall survive the expiration or termination of this Agreement.

6. Data Practices. The parties agree that any information and data received from the other party during the term of this Agreement shall be treated and maintained in accordance with all applicable federal, state, and local laws, rules and regulations governing same, including but not limited to the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

7. Termination.

7.1 With or Without Cause. This Agreement may be terminated with or without cause, by either party upon (30) calendar days' written notice of intent to terminate.

7.2 Non-Appropriation of Funds. Notwithstanding any provision of this Agreement to the contrary, this Agreement shall be terminated immediately by either party in the event sufficient funds from the County, State, or Federal sources are not appropriated at a level sufficient to allow payment of the amounts due for the performance of this Agreement, and the non-appropriation of funds did not result from the any act of bad faith on the part of the terminating party.

8. General.

8.1 Notices. Tri-District, on behalf of the School Districts, or the County may, by giving written notice to the other party, designate any address or addresses to which notices or other communications to them shall be sent when required by or related to this Agreement. Until otherwise provided by the respective parties, all notices or communications shall be addressed to the parties' Authorized Representatives as designated below:

To the County:

Name: Gina Pistulka
Title: Public Health Director

Address:
Dakota County Community Services
1 Mendota Rd W, Ste 500
West St. Paul, MN 55118-4773
Phone Number:
Email: Gina.Pistulka@co.dakota.mn.us

To Tri-District:

Name: Brian Zambreno
Title: Superintendent

Address:
Special School District 6
104 5th Ave S
South St Paul, MN 55075
Phone Number: 651-457-9400
Email: bzambreno@sspps.org

Any notices relating to termination pursuant to Section 7 shall be delivered personally or sent by U.S. mail to the other party as identified above. The parties may provide written notification to each other of any change to the designated Authorized Representatives.

8.2 Amendments. No amendments or variations of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties' Authorized Representatives.

8.3 Minnesota Law to Govern. The laws of Minnesota govern all matters related to this Agreement, without giving effect to the principles of conflict of law. Venue and jurisdiction for any litigation related to this Agreement must be in those courts located within the County of Dakota, State of Minnesota or U.S. District Court, District of Minnesota.

8.4 No Joint Venture. It is agreed that nothing in this Agreement is intended or should be construed as creating the relationship of agents, partners, joint ventures, or associates between the parties or as constituting the County, Tri-District or the individual School District as the employee of the other entity for any purpose or in any manner whatsoever.

8.5 Survival. The provisions of this Agreement which, by their terms, impose obligations that are continuing in nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement.

8.6 Authority. The person or persons executing this Joint Powers Agreement on behalf

of the School District and the County represent that they are duly authorized to execute this Joint Powers Agreement on behalf of the respective parties and represent and warrant that this Joint Powers Agreement is a legal, valid and binding obligation and is enforceable in accordance with its terms.

8.7 Assignment and Delegation. Neither party shall assign its rights or delegate its duties under this Grant Agreement without receiving the prior written consent of the other party.

8.8 Severability. In the event that any portion of this Agreement shall be held to be invalid, such invalidity shall not affect the validity of the remainder of this Agreement.

8.9 Electronic Signatures. Each party agrees the electronic signatures of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as wet ink signatures.

IN WITNESS THEREOF, the parties have caused this agreement to be executed by their duly authorized officials.

DAKOTA COUNTY

SSD 6

By: _____

By: _____

Gina Pistulka, Director

Printed Name: _____

Dakota County Public Health

Title: _____

Date of signature: _____

Date of signature: _____

Dakota County Contract #CLA21023
County Board Res. No. 26-

Date: October 26, 2026

Place on Agenda: Business Meeting

Action Requested: Approval

Attachment: Policies 205, 306, and 808

Topic: Policy Review - Final Reading and Approval
Presenter(s): Board Chair
Background: The following policies were reviewed by the School Board Policy Committee and are now on their third and final reading for approval. Each policy reflects current practice, meets legal requirements, and supports the day-to-day operations of the district. Based on its review and discussion, the committee recommends approval of the following policies: • #205 - Open and Closed Meetings • #306 - Administrator Code of Ethics • #808 - Memorials These updates help ensure district policies remain clear, consistent, and aligned with current expectations and practices.
Recommendation: The board policy committee recommends the approval of the policies noted above.
Alternatives: Do not approve and direct administration with next steps.

Adopted: April 17, 1996

MSBA/MASA Model Policy 205

Orig. 1995

*Revised: 5/10/04; 6/14/05; 6/26/06; 10/27/08;
1/11/10; 9/9/13; 7/27/15; 1/22/18; 10/26/26*

Rev. 2022

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

- A. The school board embraces accountability and transparency in the conduct of its business, in the belief that openness produces better programs, more efficient administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting an individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

"Meeting" means a gathering of at least a quorum of school board members or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering or use of social media by members of a public body so long as the social media use is limited to exchange with all members of the general public. For purposes of the Open Meeting Law, social media does not include email.

IV. PROCEDURES

- A. Meetings

1. Regular Meetings

- a. A schedule of the regular meetings of the school board shall be kept on file at the school district office. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its regular meeting schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings. This notice shall be posted and mailed or delivered at least three days before the date of the meeting.
- c. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than sixty (60) days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the school board's judgment, require immediate consideration.
- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.

- d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.
 - e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
 - f. Notice shall include the subject of the meeting.
 - g. Posted or published notice of an emergency meeting shall not be required.
 - h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.
4. Recessed or Continued Meetings
- a. If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.
5. Closed Meetings
- a. The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.
6. Actual Notice
- a. If a person receives actual notice of a meeting of the school board at least twenty-four (24) hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.
7. Meetings during Pandemics or Chapter 12 Emergency
- a. In the event of a health pandemic or an emergency declared under Minnesota Statutes chapter 12, a meeting may be conducted by telephone or interactive technology in compliance with Minnesota Statutes section 13D.021.
8. Meetings by Interactive Technology
- a. meeting may be conducted by interactive technology, Zoom, Skype, or other similar electronic means in compliance with Minnesota Statutes section 13D.02.
- B. Votes

1. The votes of school board members shall be recorded in a journal or minutes kept for that purpose. The journal or any minutes used to record votes of a meeting must be open to the public during all normal business hours at the school district's administrative offices.

C. Written Materials

1. In any open meeting, a copy of any printed materials relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Open Meetings and Data

1. Meetings may not be closed to discuss data that are not public data, except as provided under Minnesota law.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota's Public Employment Labor Relations Act (PELRA)
- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings of a closed meeting to discuss negotiation strategies shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

- c. All negotiations, mediation meetings, and hearings between the school board and its employees or their respective representatives are public meetings. Mediation meetings may be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording methods is prohibited in mediation meetings closed by BMS.
3. Preliminary Consideration of Allegations or Charges
- d. The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.
4. Performance Evaluations
- a. The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.
5. Attorney-Client Privilege Meeting
- a. A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, for example, regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.
6. Dismissal Hearing
- a. A hearing on dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.

- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches: Opportunity to Respond

- a. If the the school board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within fourteen (14) days of that decision.
- b. If the coach requests the reasons for nonrenewal, the school board must give the coach its reasons in writing within ten (10) days of receiving the request. The existence of parent complaints must not be the sole reason for the school board not to renew a coaching contract.
- c. On request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.
- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minnesota Statutes section 13D.05, to discuss educational or certain other non-public data.
- e. A meeting closed for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meeting to Discuss Certain Not Public Data

- a. Any portion of a meeting must be closed if the following types of data are discussed:
 - (1) Data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
 - (2) Active investigative data collected or created by a law enforcement agency;
 - (3) Educational data, health data, medical data, welfare data, or mental health data that are not public data; or
 - (4) An individual's personal medical records.

- b. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

- a. The school board may close a meeting:
 - (1) To determine the asking price for real or personal property to be sold by the school district;
 - (2) To review confidential or nonpublic appraisal data;
 - (3) To develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
- c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight (8) years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.
- d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.

- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four (4) years.

11. Other Meetings

- a. Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

- 1. The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References:

- Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
- Minn. Stat. Ch. 13D (Open Meeting Law)
- Minn. Stat. § 121A.47, Subd. 5 ((Exclusion and Expulsion Procedures)
- Minn. Stat. § 122A.33, Subd. 3 (License and Degree Exemption for Head Coach (Coaches; Opportunity to Respond)
- Minn. Stat. § 122A.40, Subd. 14 (Employment; Contracts; Termination) Minn. Stat. § 179A.14, Subd. 3 (Negotiation Procedures Labor)
- Minn. Rules Ch. 5510 (Petition for Mediation)
- Department of Administration Advisory Opinion 04-004 (February 3, 2004)
- Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
- Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
- The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
- Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
- Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993)
- Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
- Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
- Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), rev. denied. (Minn. 1993)
- Dept. of Admin. Advisory Op. No. 21-003 (April 19, 2021)
- Dept. of Admin. Advisory Op. No. 21-002 (January 13, 2021)
- Dept. of Admin. Advisory Op. No. 19-012 (October 24, 2019)
- Dept. of Admin. Advisory Op. No. 19-008 (May 22, 2019)

Dept. of Admin. Advisory Op. No. 19-006 (April 9, 2019)
Dept. of Admin. Advisory Op. No. 18-019 (December 28, 2018)
Dept. of Admin. Advisory Op. No. 17-005 (June 22, 2017)
Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

Cross References: MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

Adopted: December 8, 1997

MSBA/MASA Model Policy 306

Revised: 5/24/04; 5/22/17; 12/11/23; 10/26/26

Orig. 1995

Rev. 2025

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to establish the requirements of the school board that school administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

II. GENERAL STATEMENT OF POLICY

The standards of professional conduct are as follows:

- A. A school administrator must provide professional educational services in a nondiscriminatory manner.
- B. A school administrator must take reasonable action to protect students and staff from conditions harmful to health and safety.
- C. A school administrator must take reasonable action to provide an atmosphere conducive to learning.
- D. A school administrator must not use professional relationships with students, parents and caregivers, staff, or colleagues to private advantage.
- E. A school administrator must disclose confidential information about individuals only when a compelling professional purpose is served in accordance with state and federal laws and school district policies.
- F. A school administrator must not knowingly falsify or misrepresent records or facts relating to the administrator's qualifications or to the qualifications of other staff or personnel.
- G. A school administrator must not knowingly make false or malicious statements about students, students' families, staff, or colleagues.
- H. A school administrator must not accept gratuities, gifts, or favors that impair professional judgment, nor offer any favor, service, or item of value to obtain special advantage.
- I. A school administrator must only accept a contract for a position when licensed for the position or when a school district is issued a variance by the Minnesota Board of School Administrators.
- J. A school administrator, in filling positions requiring licensure, must employ, recommend for employment, and assign only appropriately licensed personnel, or persons for whom the school district has been issued a variance by the appropriate state board or agency, unless, after making reasonable efforts to obtain a variance, an appropriately licensed person cannot be assigned and the position must be filled to meet a legitimate emergency educational need.

- K. A school administrator must not engage in conduct involving dishonesty, fraud, or misrepresentation in the performance of professional duties.

Legal References: Minn. Stat. § 122A.14, Subd. 4 (Duties of Board of School Administrators)
Minn. Rules Part 3512.0100, Subp. 2a (Definitions)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)

Cross References: None.

Adopted: 10/26/26
Revision: _____

808 MEMORIAL POLICY

I. PURPOSE

It is recognized that the loss of a member of the school community is deeply felt by students, staff, and families. The purpose of this policy is to provide the South St. Paul Schools community with guidance as they navigate through making appropriate memorial decisions.

In the immediate aftermath of a crisis or death it can be difficult to take into consideration the potential implications for students, staff, families and the community, this policy will help connect people to appropriate school and community resources and provide a process for memorial decision-making that has been Board-approved.

II. GENERAL STATEMENT

In recognition that schools are designed primarily to support learning, school sites should not serve as the main venue for the memorializing of students or staff. When responding to a student or staff death, South St. Paul Public Schools will:

- 1) ensure that school operations function as they normally would,
- 2) protect the family's preferences as much as possible,
- 3) consider the developmental age of students and potential impact,
- 4) create space for all grief responses (normalcy, individual support, and community support), and
- 5) minimize secondary trauma or re-traumatization to students and/or staff who have low risk of a grief reaction.

III. DEFINITIONS

- A. "Memorials" are objects, activities, or donations to remember an event or deceased person(s).
- B. "Temporary Memorials" are short term objects or activities to remember an event or deceased person(s).
- C. "Living Memorials" for deceased students and staff are gifts to the district and will be limited to endowments, scholarships, or items with educational significance such as books, artwork, and instructional equipment.
- D. "Permanent Memorials" are long term objects, structures, or locations to remember an event or deceased person(s).
- E. "Trauma" is a psychological, emotional response to a deeply distressing or disturbing event that overwhelms an individual's ability to cope, causes feelings of helplessness, diminishes their sense of self and their ability to feel a full range of emotions and experiences.

IV. MEMORIALS GUIDELINES

- A. Memorial activities expressed at school need to be coordinated and approved by building and district administration as overseen by the Superintendent to best meet the overall needs of students, staff, parents and the community as a whole.
 - a. Administrators will assist families and students in selecting memorial activities that are appropriate for school and assist students and staff in healthy bereavement. By whenever possible, communicating with the student's friends and coordinating memorialization with

the family in the interest of identifying a meaningful, safe approach to acknowledging the loss. Making sure to be sensitive to the cultural needs of the deceased and family.

- B. “Temporary memorials” as approved, may be displayed within the school building or on school grounds until the day of the funeral, or within one week following the death, after which time they will be offered to the family by designated district officials.
 - a. Memorials displayed by individual students of staff in school ground (outside of the school building) are also limited to one week following the death
 - b. Allowable temporary memorials include: notes, cards, flowers, pictures, and banners only allowed in locations designated and monitored by school officials.
 - c. Memorials that spontaneously arise should be transferred to the designated area.
 - d. Temporary memorials cannot alter district owned property.
 - e. It is further recognized that building administration does have a certain amount of discretion in these situations to make professional judgements, in consultation with the superintendent, to best meet the overall needs of students, staff, parents and the community as a whole.
- C. “Permanent Memorials” or “Living Memorials” for deceased students and staff will be limited to endowments, scholarships, gifts, donations, or items with educational significance.
 - a. Schools and district departments will not approve physical memorials for staff persons, students or community members at schools or district sites. An appeal can be made to the School Board.
 - b. Scholarship and endowment memorials may be established one time, or in the form of a perpetual gift, with a description of the purpose of the endowment or scholarship.
 - c. Memorials may not include the retirement, alteration, or discontinued use of school property.
 - d. Examples of acceptable gifts include donation (tangible or financial) to a program, school, activity, or the South St. Paul Educational Foundation.
 - e. Examples of unacceptable gifts include: a picture of the deceased to be displayed in the school, a permanent marker memorializing the deceased person, artwork, benches, trees, plants.
 - f. Permanent or Living Memorials may be removed or altered at the discretion of the School Board.
- D. Other possible memorial activities include:
 - a. Yearbook. A student who has died may be acknowledged in the yearbook the year the death occurred with parent/guardian approval. Information shall be limited to the student’s name, photo, dates of birth and death, and school activities in which the student participated.
 - i. In the event a student passes away in the summer between school years, the student’s picture may be included, with permission of the family, in the next school year’s yearbook provided the student was enrolled at that school location at the conclusion of the previous year.
 - ii. If a current school photo is not available, a picture of similar size will be requested from the family by the school principal.
 - iii. The picture may be placed in the yearbook where it normally would have been or a memorial page may be considered in consultation with the building and district administration.
 - b. Commemorative Events. A commemorative event may be established and held in the name of the deceased student or staff member.

- i. Activities cannot be held during the school day, and should be sponsored by a class, club, or activity in which the deceased student or staff member participated.
 - ii. Advertisement or promotion of commemorative events must occur outside the school day.
- c. Graduation Recognition.
 - i. One symbol representing deceased members of a graduation class, such as a plant or a bouquet of flowers, may be present at commencement and an acknowledgement will be placed in the graduation program indicating the arrangement is in honor of those who may have previously died.
 - ii. An honorary diploma for deceased members of a graduating class may be presented to a family member if coordinated with the family.

V. PROHIBITED MEMORIAL ACTIVITIES

- A. South St. Paul Public Schools prohibits public memorial activities during the school day or during school-sponsored activities.
- B. No school district funds may be spent on memorials or for the maintenance of existing memorials.
- C. Selling and/or fundraising of memorial items during the school day is prohibited.
- D. Proceeds from district events or contests cannot be donated to agencies for memorialization.
- E. School district facilities will not be used for formal memorial services or funerals. However, district administration has the discretion to consider events that utilize district facilities when the traumatic event has a significant impact on a majority of students, staff, and community (natural disaster, 9/11, etc.)
- F. Formal, school-wide recognition of anniversary dates will not occur.
- G. If the death of a student or staff member occurred in a public location accessible by community members, such as a crash site, district staff will not provide memorial monitoring.

VI. MEMORIALS AFTER SUICIDE

- A. South St. Paul Public Schools strives to respond to all student deaths in the same way and acknowledges that having a different approach for a student who dies by suicide may reinforce prejudice associated with suicide and may be deeply painful to the student's family and friends.
- B. However, South St. Paul Public Schools recognizes that memorials after suicide may glamorize death and communicate suicide as an appropriate or desired response to stress. Schools can play an important role in channeling the energy and passion of the students (and greater community) in a positive direction, balancing the community's need to grieve with the impact that the proposed activity will likely have on students, particularly on those who might be vulnerable to suicide contagion. Therefore, careful and deliberate consideration will be given when determining approved memorial activities.

VII. EXISTING MEMORIALS

- A. Existing memorials established prior to the implementation of this policy will remain intact.

- B. The district reserves the right to remove a memorial if it is not or cannot be maintained or is contrary to the overall educational needs of students.
- C. The School Board must be notified prior to an existing memorial being reconfigured, relocated, or removed.

VIII. POLICY DISSEMINATION AND RELATED MATERIALS

- A. This policy will be available to the public on the district website.
- B. This policy will be reviewed every three years by the school board, district and building administration, to ensure it continues to further the stated purpose.
- C. Persons who have questions, comments or concerns should contact the District Office.

Cross References:

- Policy 706 (Acceptance of Gifts)
- Policy 801 (Equal Access to School Facilities of Secondary Schools)
- Policy 806 (Crisis Management Policy)
- Policy 801.1 (Naming of Facilities)