



School District 622
NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

SCHOOL BOARD MEETING

Regular Meeting

**February 23, 2016
6:00 PM**

Board Members:

Caleb Anderson, Director
Theresa Augé, Director
Amy Coborn, Chair
Steve Hunt, Vice Chair
Nancy Livingston, Director
Becky Neve, Clerk
Michelle Yener, Treasurer

Superintendent:

Christine Osorio

622 Education Center
2520 East 12th Avenue
North St. Paul, Minnesota 55109

District Mission Statement:

A community collaborative dedicated to educating and empowering all learners to excel in our changing world.

**SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 622
North St. Paul-Maplewood-Oakdale**

**Regular Meeting
February 23, 2016
6:00 PM**

District Education Center, 2520 East 12th Avenue, North St. Paul

A G E N D A

- I. Call to Order and Pledge of Allegiance**
- II. Approval of the Agenda**
- III. Public Comment**
An opportunity for public to comment on items pertaining to the agenda. Speakers shall complete a registration card, state their name and address, and will have between two and four minutes, depending on the number of speakers, to speak on an agenda topic. The Public Comment section of the meeting shall last no longer than thirty minutes.
- IV. Consent Agenda** 10
The Consent Agenda consists of routine items that are acted on in a single, consolidated motion without Board discussion. Board members have the option of pulling items off the Consent Agenda if they wish to discuss them or consider them individually.
****I recommend that the consent agenda items, listed below, be approved as presented.***
- A. Minutes of January 22 - 23, 2016 Board Retreat 11
- B. Minutes of January 26, 2016 Board Meeting 13
- C. Minutes of February 9, 2016 Work Study Session 18
- D. Routine Personnel 20
- E. Bid Calendar 23
- F. Disbursements 24

V. Reports

A. Student School Board Representatives

B. District 916 - *Connie Hayes*

One of the outcomes from the Northeast Metro 916 Superintendents meeting on September 23 was that superintendents agreed to have a presentation from District 916 at one of their 2015-2016 school board meetings. At our board meeting tonight, District 916 Superintendent Connie Hayes will provide an update and discuss the collaboration between our two districts.

C. Student Services

1. ELL - *McIntyre/Wagner* 27

Cory and Martina will highlight the Co-Teaching model that we use in our District 622 EL Program and explain how we are meeting the learning needs of our English Learners. They will also talk about the board action required later in the evening for AMAO.

D. Superintendent

1. Strategic Plan Update 35

I will share the latest work that is being done on the Strategic Plan and include an update on the search for a Strategic Planning Consultant.

2. 2016-2017 Budget Reductions 44

I will be giving our listening audience an overview of our budget reduction process and walk through the list of proposed reductions that will be an action item later on in the business meeting.

VI. Action Items

A. Business Office

1. Acknowledgment of Contributions - *Augé* 56

**I recommend that the list of contributions, with a year to date total of \$185,938.70 be accepted with appreciation.*

2. 2016-2017 Budget Reductions - Osorio 58

The budget reduction plan resolution, list of proposed reductions and an explanation of each reduction item is included in BoardBook. The process we have used and the list of proposed reductions will have been reviewed earlier in the meeting. We plan to take action on the list as a whole, but board members may pull items from the list for further discussion or clarification.

**I recommend that the budget reduction plan resolution and list of proposed budget reductions be approved.*

3. Authorization to Initiate Procurement for Student Transportation Service Contract(s) - R. Anderson 59

The District student transportation services contracts with First Student and other contract service providers serving special needs and homeless students will expire on June 30, 2016.

Minnesota Statutes require that the School Board publish a legal notice inviting interested student transportation service providers to submit interest in providing for services commencing with the 2016-17 school year.

The District will be looking to negotiate with student transportation provider(s) for a new agreement for a period not to exceed two years with an option for extension up to two additional years.

**I recommend that you authorize the initiation of a procurement process for student transportation service contract(s).*

B. Human Resources - Gray

1. Education Assistant Contract 60

The Local 12 Education Assistant bargaining unit has ratified its contract and now the Board must approve the settlement to formalize it.

The Board has established a parameter of subtracting the cost of lanes from the Teachers' Association settlement to establish the total settlement limit for all non-teaching groups. The total percentage target is 2.60. This settlement is within that established parameter and provides for one time lump sum payments in both years. These lump sums limit future rollups in subsequent budgets by maintaining salary schedules at current rates for the next two years.

Licensed Practical Nurses/2 year RNs were frozen in year one in order to alter their salary schedule in year two. This was accomplished within the 2.60 parameter with adjustments made to assist in the recruitment and retention of these challenging positions to fill. We have had as many as 5 openings at the same time this year and need to be more competitive in order to attract candidates.

**I recommend that the Local 12 Education Assistant Bargaining Unit Contract be approved.*

2. 2016-2017 School Calendar & Resolution to Conduct Business on Columbus Day 61

A representative committee convenes to establish a district calendar that meets the academic needs of its students and families.

The calendar for 2016-2017 is built to improve delivery of staff development. Professional learning takes place in teacher teams, where teachers identify essential curricular outcomes, create common ways to assess, examine the results of those assessments, and make plans to act based on those results. The most critical steps - examining results and making plans to act - need to happen in the middle of learning, i.e. not during Welcome Back Week or at term transition.

Substitute teachers during student contact days for staff development are increasingly difficult to find and are not as effective

as the students' regular teachers. Moving a day out of Welcome Back Week and adding another professional development day by eliminating a student contact day will leave us with 172 student contact days; equal to Mahtomedi and Stillwater, more than Rosemount-Apple Valley-Eagan and Mounds View, and still well above the state requirement of 165 days.

A proposed calendar was shared with you at our February 9 study session, and was also made available for feedback. A significant number of staff and parents urged the committee to move spring break from April to March, which the committee decided to do. Spring break was originally set for April to pair a contractual holiday with 4 days of spring break allowing students and staff to finish their work the first week of June. With the move to March, staff will need to return on the following Monday for term transition. Feedback from staff supported this trade off.

In addition, the School Board must also take action to conduct business on Columbus Day and to have school on Veterans Day in accordance with state statute.

**I recommend the that proposed 2016-2017 school calendar be approved.*

C. Student Services

1. Special Education Indexed FTE for 2016-2017 - McIntyre

63

Cory will be asking you to approve 321.17 iFTE out of the General Education Fund for the 2016-2017 school year. This is no change from the current 2015-2016 iFTE Student Services allocation. We will continue to come to the board for any staffing adjustments when needed due to continued student enrollment/student need increases over projections in specific programs and buildings. Any future requests for additional iFTE for staffing will be requested in order to

stay in compliance with state staffing regulations and the District 622 staffing guidelines and policy.

**I recommend that the 2016-2017 Student Services iFTE of 321.17 be approved.*

2. AMAO Program Plan Approval - McIntyre/Wagner

64

Cory will be asking you to approve the District Plan for addressing the District's Annual Measurable Achievement Objectives (AMAO).

ISD 622 services over 1100 English Language Learners K - 12. Every year all school districts are held accountable to 3 goals called AMAO.

For the 2014-2015 school year, District 622 successfully reached and surpassed the state targets for AMAO #1 (Progress towards English Language Proficiency), and #3 (Academic Achievement and Success).

District 622 did not make AMAO #2 (Attainment of English Language Proficiency), however, the District has made significant improvement in each of the areas. Specifically, the District missed AMAO #2 by five students, which means English Learners have improved significantly in both content and language acquisition. However, there are still a few pockets of growth needed for a handful of students.

Based on these results, the District is now in phase 2 of needs improvement for AMAO. We have sent an AMAO parent notification letter out to our families indicating our status and our areas of improvement. Likewise, we have prioritized and created an action plan to determine how we will improve upon AMAO #2.

This plan was shared earlier in the meeting for review. We are asking for Board approval and the required signatures so that we can submit the plan to MDE.

**I recommend that the Annual Measurable Achievement Outcomes (AMAO) Plan be approved as presented.*

D. Teaching & Learning - Miller

1. Regular Education Indexed FTE for 2016-2017

65

Troy will be asking you to approve 369.53 iFTE out of the General Fund for the 2016-2017 school year. This is a 4.0 iFTE reduction from the previous year. This total iFTE reduction was generated from declining enrollment and minimal budget reduction. The approximate reductions are as follows:

1)North High School: 3.5 iFTE

2)Dispersed amongst remaining buildings: .5 iFTE

**I recommend that the 2016-2017 Regular Education Indexed FTE of 369.53 be approved.*

E. School Board

1. Set Time, Location & Agenda for March 15, 2016 Reflection Study Session

Board Members have asked for a Fab Lab update, and this field trip will provide an opportunity for a "hands on" experience. We'll meet promptly at 5:00 p.m. in the DEC board room and then walk over to Dave Moran's classroom at North High for a 30 minute overview of this popular program. After the session we'll walk back to the DEC and prepare for the business meeting which will begin at 6:00 p.m.

**I recommend that the March 15, 2016 Reflection Study Session begin at 5:00 p.m. in the Board Room of the DEC and continue in Room # S292 at North High School and contain the following agenda items: 1)Check In & Ice Breaker; 2)Fab Lab Visit.*

2. Set Community Engagement Session

We discussed having community listening events when we were at our recent retreat. After checking on availability, we have secured Cowern Elementary and their PTG has agreed to host this opportunity

for parents, board members and the superintendent.

**I recommend that a Community Engagement meeting be set on April 19, 2016, from 6:30 - 8:30 p.m. in the Cowern Elementary Gym.*

VII. Board Communications

VIII. Future Board Meeting Dates

A. March 15, 2016 Reflection Study Session

B. March 15, 2016 Business Meeting 6:00 p.m. (Board Room)

IV. CONSENT AGENDA

The Consent Agenda is designed to expedite the handling of routine and miscellaneous official business of the School Board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual Board member, an item can be removed from the Consent Agenda and placed upon the regular agenda for consideration and action.

Therefore, the following resolution is recommended:

BE IT RESOLVED by the School Board of Independent School District No. 622 that Consent Agenda Items, IV.A. through IV.F., be approved as written, and a copy of the agenda items is attached to the minutes.

MOTION:

SECOND:

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**SCHOOL BOARD RETREAT
January 22 - 23, 2016**

Chair Coborn called the meeting to order at 4:00 p.m. on January 22, 2016 with the following present: Chair Coborn, Vice Chair Hunt, Clerk Neve, Treasurer Yener, Directors Anderson, Augé, Livingston, and Superintendent Osorio.

Others present were: Facilitator Jim Rickabaugh, Peter Mau, and Troy Miller.

In the audience: Rory Sanders.

Mau and Miller facilitated an introduction to Strategic Planning. The group worked on the benefits and principles of strategic planning and ended the discussion by identifying and grouping potential strategic planning outcomes.

(Mau and Miller left the retreat)

Rickabaugh facilitated a session on norms for working together. He also led a discussion as board members reflected on the past superintendent search process and shared lessons learned.

(Dinner break from 6:00 - 7:00 p.m.)

Rickabaugh continued the retreat at 7:05 p.m. with a Team Assessment Questionnaire. Each board member completed a self-reflection and scores were shared with others. Board members discussed opportunities for improving meetings, on-boarding procedures for new board members, trust building strategies, and items related to the role of Chair.

The retreat adjourned at 9:00 p.m.

Chair Coborn called the meeting to order at 8:07 a.m. on January 23, 2016 with the following present: Chair Coborn, Vice Chair Hunt, Clerk Neve, Treasurer Yener, Directors Anderson, Augé, Livingston, and Superintendent Osorio.

Others present were: Facilitator Jim Rickabaugh.

In the audience: Rich Bennett.

Reflections from Friday were shared and board members worked to establish key norms of collaboration, discussed the role of the Chair, and reviewed school board budget planning.

(Break from 10:10 - 10:25 a.m.)

At 10:25 a.m., continued discussion and clarification of the role of the Chair occurred. Board members also talked about communication planning, and community input and opportunities for listening events.

The retreat adjourned at 12:00 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**REGULAR MEETING
SCHOOL BOARD
January 26, 2016**

Chair Coborn called the meeting to order at 6:01 p.m. with the following present: Chair Coborn, Vice Chair Hunt, Clerk Neve, Treasurer Yener, Directors Anderson, Augé, Superintendent Osorio, and Student Representative Phoebe Ato. Absent: Director Livingston and Student Representative Charlotte Zangs.

Others present were: Keith Gray, Director of Human Resources; Troy Miller, Assistant Superintendent; Randy Anderson, Director of Business Services; Cory McIntyre, Director of Student Services; and Kim Cavallaro, Administrative Assistant.

The meeting opened with the Pledge of Allegiance led by Rory Sanders.

Yener moved and Anderson seconded the following motion, which carried:

THAT the agenda be approved as presented.

Augé moved and Hunt seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following Consent Agenda Items, IV.A. through IV.H., be approved as written, and a copy of the agenda items is attached to the minutes.

Tartan High School Student Board Representative Phoebe Ato reported on the following items: There are more dual credit post-secondary options between Tartan and Century College; BPA performed well at their Regional Conference with 75% of the group moving on to State; February 16 will be a double-header basketball night with Varsity Girls and Boys; and Nordic Ski Boys placed second in the Conference and Girls Nordic Ski placed third in the Conference.

Osorio reported on the recent School Board Retreat which took place January 22 - 23. She stated that it was a wonderful opportunity to debrief on the active 2015 year and board members spent time brainstorming together. She thanked board members for their presence, participation and engagement at the retreat and ended her School Board Retreat report by saying she had been energized by the event.

Osorio also reported on the Strategic Plan. She stated that the Strategic Plan is in the very early stages with much action coming in the year. Peter Mau and Troy Miller will formulate the initial planning process and a complete time line will be proposed at the February 23 board business meeting.

R. Anderson presented on the 2016-2017 enrollment and financial projection and noted that the numbers will be used for the revised 2015-2016 budget and the projected budget for 2016-2017.

Miller and McIntyre co-presented a report on Positive School Climate, and highlighted key components of District 622’s efforts to promote safe schools, violence prevention, and response.

Hunt moved and Neve seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Mike Henslin	\$20.00	Harmony Pilot Program
Steve Henslin	\$50.00	Harmony Pilot Program
Dale and Laurel Karnes	\$42.00	Gladstone Meals on Wheels
Paul and Pamela Woodward	\$42.00	Gladstone Meals on Wheels
Cathy Miller	\$100.00	Gladstone Meals on Wheels
Susan Purvis	\$30.00	Gladstone Meals on Wheels
Josephine Zeug	\$1,000.00	Gladstone Meals on Wheels
Graphic Options - Tim McKane	\$50.00 credit toward copying	Gladstone Meals on Wheels
Darlene & Jules Loipersbeck	\$30.00	Gladstone Meals on Wheels
Mr. and Mrs. Bruce Fisher	\$20.00	Gladstone Meals on Wheels
Brenda Hedrick	\$25.00	Gladstone Meals on Wheels
K.B. Service Company	\$300.00	Gladstone Meals on Wheels
Shawn & Susan McMahon	\$50.00	Gladstone Meals on Wheels
David & Kristine Anderson	\$25.00	Gladstone Meals on Wheels
Betty Jayne Haak	\$50.00	Gladstone Meals on Wheels
Raymond & Karen Bade	\$336.00	Gladstone Meals on Wheels
Thierry & Theresa Augé	Young women’s clothing (valued at \$175.00)	ISD 622 students in need
Anonymous	\$2,000.00	Webster holiday gift bags
Charles Christopherson	\$100.00	John Glenn holiday gift bags

Anonymous	\$20.00	Richardson holiday gift bags
Mike Skifstad	\$20.00	Harmony Pilot Program
ECMC Group, Inc.	\$17,184.00	Maplewood Middle School
Anonymous	\$5.00	Richardson holiday gift bags
Anonymous	\$2,000.00	Richardson holiday gift bags
J.J. & R.M. Steenberg	\$25.00	Gladstone Meals on Wheels
Timothy & Arlene Morgan	\$42.00	Gladstone Meals on Wheels
Marvin & Joann Bjostad	\$84.00	Gladstone Meals on Wheels
Curtis & Joan Reeves	\$42.00	Gladstone Meals on Wheels
Karen Pohl	\$25.00	Gladstone Meals on Wheels
Theresa Augé	\$42.00	Gladstone Meals on Wheels
Becky Neve	\$84.00	Gladstone Meals on Wheels
Lynn Howe	\$25.00	Gladstone Meals on Wheels
Margaret Hanson	\$126.00	Gladstone Meals on Wheels
Mary Lynch	\$100.00	North High School Backpack Program
Beth Stanley	\$50.00	North High School Backpack Program
Patricia Mack	\$20.00	North High School Backpack Program
Veda Koenig	\$20.00	North High School Backpack Program
Somwattie Singh	\$40.00	Gladstone Meals on Wheels
Kate Trexel	\$20.00	Harmony Pilot Program
Debbie Skifstad	\$20.00	Harmony Pilot Program
Susan Purvis	\$20.00	Gladstone Meals on Wheels
Nancy Johnson	\$25.00	Gladstone Meals on Wheels
Anonymous	\$2,000.00	Richardson Cultural and Academic programs
Victoria Malcolm	4 bags of children's socks (valued at \$50.00)	Weaver Health office
Peter and Lorraine Fischer	\$50.00	Gladstone Meals on Wheels
Susan Purvis	\$20.00	Gladstone Meals on Wheels
Michael Testa	\$50.00	Gladstone Meals on Wheels
Shirley Strum	\$15.00	Gladstone Meals on Wheels
Maplewood North Lions	\$336.00	Gladstone Meals on Wheels
James Fitzpatrick	\$250.00	Gladstone Meals on Wheels

M.M. Ellingwood	\$42.00	Gladstone Meals on Wheels
Patrick and Cheryl Gysbers	\$126.00	Gladstone Meals on Wheels
Shannon Lotthammer (In Memory of her father, Robert Wright - North High Class of 1962)	\$500.00	North High Wrestling
Patrick Gerdes	\$20.00	Harmony Pilot Program
Christa Waymire	\$50.00	Harmony Pilot Program
Benjamin Beran	\$20.00	Harmony Pilot Program
Diane Currie Richardson	Craft rubber stamps and paper punches (valued at \$376.00)	Cowern Adventure Connection
Diane Currie Richardson	Craft rubber stamps (valued at \$762.50)	ISD 622 Community Education ECFE and Adult Programs
James & Therese Faulconbridge	\$42.00	Gladstone Meals on Wheels
Knights of Columbus	\$250.00	Gladstone Meals on Wheels
Tartan Soccer Booster Club	Soccer balls, ball bags, game socks and girls uniforms (valued at \$7,950.00)	Tartan Soccer program
Alan and Marie Winn	\$50.00	Harmony Learning Center

Anderson moved and Augé seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2015-16 District Budget be revised as presented.

Hunt moved and Neve seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District 622 that the administration's budget reduction plan totaling a minimum of \$1,700,000 in reductions be approved for the 2016-17 fiscal year.

Augé moved and Anderson seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the Student Services 2015-16 iFTE budget increase to 310.85 be approved.

Coborn asked board members to set the time, location and agenda for the February 9, 2016 work study session. Neve moved and Hunt seconded the following motion, which carried:

THAT the February 9, 2016 work study session begin at 4:30 p.m. in Room 202 of the District 622 Education Center and contain the following agenda items: Superintendent Check-In; Young Scholars Presentation; Budget Process Update/Plan/Recommendations; MCA Progress Monitoring for Reading & Math; and Pollinator Support.

Anderson moved and Yener seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District 622 that Amy Coborn be appointed to serve as the MSHSL Designated School Board Representative; and that Jed Helwig and Bryan Munter be appointed to serve as the MSHSL Designated School Representatives.

During Board Communications, the following items were shared:

- ✓ Augé reported that she had attended the Citizens Advisory Committee on Curriculum meeting. She mentioned that it was well done and she was excited to be part of the group.
- ✓ Coborn thanked her board colleagues for the recent school board retreat and added that it was very productive.

Neve moved and Hunt seconded the following motion, which carried:

THAT the meeting be adjourned.

The meeting adjourned at 7:09 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**WORK STUDY SESSION
SCHOOL BOARD
February 9, 2016**

Chair Coborn called the meeting to order at 4:30 p.m. with the following present: Chair Coborn, Vice Chair Hunt, Clerk Neve, Treasurer Yener, Directors Anderson, Augé, Livingston, and Superintendent Osorio.

Others present were: Randy Anderson, Bob Biddick, Kim Cavallaro, Keith Gray, Terri Johnson, Peter Mau, Cory McIntyre, Troy Miller, Katie Allen, Jeff Cavett, Michelle Freisinger, and Khrrislyn Goodman.

In the audience: Rory Sanders.

Coborn led the Board through a brief ice breaker.

Osorio reported on the following items during her Superintendent Check-In: She discussed the review of state accountability for English Language Learners AMAO - Annual Measurable Achievement Objectives; and provided an update on the 2016-2017 school calendar to be presented at the February 23 board business meeting.

Katie Allen, Jeff Cavett, and Michelle Freisinger presented on the Young Scholars program, a program which prepares 1st - 6th grade students from underserved populations to take advanced courses in middle and high school. They reported on the basic equity components of the program, as well as data that demonstrate its success.

Khrrislyn Goodman presented a brief progress monitoring update which included projections for spring MCA scores in Math and Reading as well as progress toward World's Best Workforce and integration goals.

R. Anderson shared information on District school bus options. He discussed the 10-year plan for bus purchasing as well as how purchasing options affect the current year budget and the 2016-2017 budget.

Biddick and R. Anderson discussed Wide-Area-Network bids, a contract for a fiber optic network between District buildings and noted that the bid award would be on a future board business meeting agenda.

Osorio highlighted key messages about the current and future state of the budget. She shared her proposed budget reductions to balance the budget for 2016-2017 with items totaling

\$1.7M. These budget reduction items will be Action Items on the February 23, 2016 board business meeting.

(Yener left the meeting at 7:00 p.m.)

R. Anderson commented on the request from Representative Leon Lillie seeking endorsement from cities and school districts to support a pollinator friendly community as a way to address that pesticides and neonicotinoids have severely reduced the bee populations and thus pollination across the United States. R. Anderson said that the endorsement of Representative Lillie's request aligns well with what we are currently doing in the District to follow protocols for pollinator protection. A resolution of pollinator support will be an agenda item at a future board business meeting.

The meeting adjourned at 7:25 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

Employment

First Name	Last Name	Employed as	Building	Effective	Pay Rate	Per
Kelly	Barlow	Lunch Monitor	Skyview Middle	2/16/16	\$14.67	hour
Megan	Bartel	PBIS Specialist	John Glenn	2/4/16	\$45,900.00	year
April	Barton	PT Bus Driver	Bus Garage	1/22/16	\$19.00	hour
Christopher	Cook	CE Building Supervisor	District Wide	1/22/16	\$16.58	hour
Amanda	Creed-Schnack	ECSE Teacher	Gladstone	2/8/16	\$23,023.97	year
Rebecca	Daws	Speech Language Pathologist	Oakdale	2/12/16	\$21,629.63	year
Jennifer	Dunham	Building EA	North	2/8/16	\$13.33	hour
John	Edmundson	ABE Facilitator	Harmony	1/25/16	\$19.65	hour
Hillary	Fuhrman	Tubman Tutor	District Wide	1/25/16	\$26.00	hour
Stephen	Heinz	Enrichment Instructor	District Wide	2/8/16	\$25.00	hour
Robert	Holmboe	PT Bus Driver Trainee	Bus Garage	1/26/16	\$17.07	hour
Anna	Jennerjohn	Tubman Tutor	District Wide	1/25/16	\$26.00	hour
Kimberly	Johnson	FAN Para	Cowern	2/1/16	\$14.85	hour
Ashley	Klobucher	ECSE Teacher	Gladstone	2/8/16	\$18,540.42	year
Lori	Kolberg	Math Intervention EA	Webster	1/18/16	\$13.82	hour
Nicole	Krinke	MN Para	John Glenn	1/25/16	\$14.51	hour
Angela	Kryzer	ASD/EBD Resource Teacher	Castle	2/22/16	\$16,037.04	year
Jeanelle	Kummer	Pre-K Classroom EA	Beaver Lake	1/15/16	\$13.82	hour
William	Larson	PT Bus Driver	Bus Garage	2/1/16	\$19.00	hour
Maly	Lee	Building EA	North	2/16/16	\$13.82	hour
Allison	Lehner	ISI Logistics OJT Student Worker	DEC	1/22/16	\$10.25	hour
John	Lewis	Tubman Tutor	District Wide	1/25/16	\$26.00	hour
Josephine	Marchant	ISI Logistics OJT Student Worker	DEC	1/19/16	\$10.25	hour
James	Mesick	Tubman Tutor	District Wide	1/25/19	\$26.00	hour
Diane	Miller	Classroom EA	Skyview Middle	2/10/16	\$14.24	hour
Tomia	Minnis	ISI Logistics OJT Student Worker	DEC	2/9/16	\$10.25	hour
Catherine	Moos	Tubman Tutor	District Wide	1/25/16	\$26.00	hour
Christopher	Mowery	Behavior Intervention Specialist	Weaver	2/4/16	\$21.85	hour
Robin	Nelson	American Indian Education Lead	DEC	2/1/16	\$37.00	hour
Nancy	Palmer	Enrichment Instructor	Gladstone	2/17/16	\$25.00	hour
Kimberly	Racek	RN-BSN	Beaver Lake, Gladstone, Eagle Point	2/9/16	\$30.00	hour
Karla	Rangitsch	Student Services Clerk	DEC	1/25/16	\$17.45	hour
Anushka	Raza	ECSE Para	Gladstone	2/9/16	\$14.18	hour
Joe	Rubbelke	Boys Hockey - Assistant Coach	North	11/9/16	\$1,150.00	assignment
Sarah	Saunders	Enrichment Instructor	District Wide	2/8/16	\$25.00	hour
Clifford	Schmitz	PT Bus Driver	Bus Garage	2/8/2016	\$19.00	hour
Elizabeth	Schrader	Licensed Health Asst.	Skyview Elem	1/25/16	\$20.25	hour
Debra	Stigen	Bus Monitor	Bus Garage	2/1/16	\$16.58	hour
Thea	Stone	Tubman Tutor	District Wide	1/25/16	\$26.00	hour
Jeffrey	Swenson	CE Building Supervisor	District Wide	2/13/2016	\$16.58	hour
Kalkidan	Tefera	ISI Logistics OJT Student Worker	DEC	1/22/16	\$10.25	hour
Vong	Thao	Pre-K Classroom EA	Richardson	2/2/16	\$14.72	hour
Beth	Thibodeau	Intervention EA	Cowern	2/16/16	\$13.33	hour
Peter	Toy	Boys Hockey - Assistant Coach	North	11/9/15	\$1,150.00	assignment
Alison	Tungseth	Adv. Conn. CC Para	Castle	2/22/16	\$11.65	hour

Employment Cont'd

LaTwanna	Williams	Building EA	North	2/8/16	\$13.82	hour
Danielle	Zdon	Tubman Tutor	District Wide	1/25/16	\$26.00	hour

Status Change

First Name	Last Name	From	To	Effective	Pay Rate	Per
Julie	Cambronne	Building EA .08	Building .13	1/20/16	\$13.82	hour
Ashley	Cole	CID Para .25	ECSE Para .05	2/22/16	\$14.18	hour
Jennifer	Everson	1:1 SPED Para	SPED Building Para	2/16/16	\$18.35	hour
Amanda	Griffin	CREED Para .27	Behavior Intervention Specialist .52	2/10/16	\$21.85	hour
Jasmine	Jones	Building EA .23	Building EA .27	1/21/16	\$13.82	hour
Kelly	Kavanagh	.60 Science Teacher	.60 Science Teacher; .40 Intervention Teacher	2/5/16	\$29,188.61	year
Jody	Rademaker	Math Intervention EA .21	Building EA .24	1/19/16	\$13.33	hour
Alison	Scofield	.80 Social Worker	1.0 Social Worker	2/4/16	\$46,623.04	year
Mary	Shoff	Adv. Conn. SN CC Para .08	Adv. Conn. SN CC Para .10	1/5/16	\$14.85	hour
Ben	Sweep	FT Night Custodian (Tartan/Beaver Lake)	FT Night Custodian (Tartan)	12/16/15	\$17.08	hour
Cindy	Vang	Pre-K Classroom EA .25	Preschool Instructor .4	1/18/16	\$28.21	hour
Michael	Wales	Breakfast/Lunch Monitor .09	SPED Building Para .27	2/8/16	\$14.51	hour
Joshua	Wendorf	.80 Social Studies Teacher	.80 Social Studies Teacher; .20 Intervention Teacher	2/8/16	\$35,587.27	year

Leave of Absence

First Name	Last Name	Assignment	Building	Leave Type	Dates
Dillon	Brennan	SPED Para	Webster	Unpaid	1/28/16 - 8/31/16
Lindsey	Hajlo	CID Para	Castle	Child Care	2/22/16 - 3/4/16
Jill	Kuehn	SPED Resource Teacher	Skyview Elementary	Child Care	2/29/16 - 5/6/16
Brian	Trexel	EBD Para	Harmony	Unpaid	2/3/16 - 5/31/16

Resignation

First Name	Last Name	Assignment	Building	Effective
Becky	Adams	CREED Para	Eagle Point	2/12/16
Kathryn	Altendorfer	Kindergarten Teacher	Weaver	2/2/16
Megan	Bartel	School Liaison	John Glenn	2/3/16
Andrew	Bernstrom	Intervention Teacher	Castle	2/5/16
Sheri	Blesener	ECSE Para	Beaver Lake	1/21/16
Shelby	Fromholz	Adv. Conn. CC Para	Castle	2/12/16
Rachel	Kroll	Para Music Asst.	John Glenn	1/2/16
Heather	Kuelbs	Adv. Conn. CC Para	Skyview Elem	1/20/16
Eileen	Miller	Choir Teacher	Maplewood	6/10/16
Roberto	Pratts	Behavior Intervention Specialist	Weaver	1/29/16
Kevin	Renstrom	Water Safety Instructor	District Wide	2/3/16
Kevin	Renstrom	CE Pool Guard	District Wide	2/3/16
Kevin	Renstrom	CE Building Supervisor	District Wide	2/3/16
Kevin	Renstrom	1:1 SPED Para	Skyview Middle	2/3/16
Clifford	Schmitz	FT Night Custodian	Carver	2/8/16
Michael	Valento	SPED Bldg Para	Webster	2/12/16
Jason	Weidner	PT Bus Driver	Bus Garage	2/5/16

Termination				
First Name	Last Name	Assignment	Building	Effective
Natasha	Culbertson	Receptionist	Skyview Elem/Middle	1/29/16
Sarah	Drechel	Water Safety Aid	District-Wide	1/12/16
Sarah	Drechel	Water Safety Instructor	District-Wide	1/12/16
Sarah	Drechel	Pool Guard	District-Wide	1/12/16
Henry	Harris	PT Bus Driver	Bus Garage	1/22/16
Belle	Hayes	OJT Student Worker	Next Step	2/3/16
Juliet	Smebakken	CID Para	Castle	2/2/16
Florence	Sprague	Chaperone	Termination	6/12/15

BID/RFP CALENDARS

<u>NAME OF BID</u>	<u>BID OPENING</u>	<u>BOARD MEETING</u>
FIBER OPTIC NETWORK & SERVICE – DISTRICT WIDE	1/26/2016 1:00 P.M. Room 202	3/15/2016
DISTRICT WIDE ROOF REPAIR & REPLACEMENT WIDE – LONG TERM MAINTENANCE FACILITY PLAN	3/8/2016 2:00 P.M. Room 101 Board Room/East	3/15/2016
BOILER REPLACEMENT – SKYVIEW COMMUNITY SCHOOL WIDE – LONG TERM MAINTENANCE FACILITY PLAN	4/14/2016 2:00 P.M. Room 202	4/26/2016
COWERN ELEMENTARY & JOHN GLENN MIDDLE SCHOOL DOMESTIC WATER PIPING REPLACEMENT WIDE-LONG TERM MAINTENANCE FACILITY PLAN	4/14/2016 2:00 P.M. Room 202	4/26/2016

<u>NAME OF RFP</u>	<u>RFP DUE DATE/TIME</u>	<u>BOARD MEETING</u> (if applicable)
STUDENT TRANSPORTATION SERVICES FOR ISD 622	4/4/2016 9:30 A.M. Room 202	4/26/2016

“Notice to Bidders” can be found on ISD 622 website at www.isd622.org. Click on “New Bid/RFP Posted” Quick Link to see a complete listing of Bids and RFPs.

Note: RFP’S have a due date/time only. There is not a formal opening or reading of the proposals unless noted. Bids have a due date/time and room location for the formal opening and reading of the bids.

IV. DISBURSEMENTS

State statutes require school boards to provide for payment of just claims and also require that a list of electronic fund transfers be submitted to the school board at its next regular meeting. This action will authorize payment of audited and allowable claims, purchase of investments, transfers to the payroll account, and transactions by electronic fund (wire) transfers.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following disbursements and transfers be approved:

General Fund	\$	2,856,411.00
Food Service		341,499.00
Community Service		869,955.00
Building		11,450.00
Debt Redemption		9,850.00
Trust		125,601.00
Internal Service Fund Health Insurance		.00
OPEB Benefits Trust		28,665.00
		<hr/>
A/P Checks Disbursed (01-01-16 thru 01-31-16)	\$	4,243,431.00
Payroll Disbursed - Net (01-01-16 thru 01-31-16)	\$	4,084,682.00
Wire Transfers (01-01-16 thru 01-31-16)	\$	27,368,953.00
Investments on 02-10-16	\$	28,826,628.00

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

INVESTMENTS

DEPOSITORY	TYPE	RATE	PURCHASED	MATURES	AMOUNT
MSDLAF OTHER FUNDS	MM	0.02%	(BALANCE AT 02-10-16)		\$175,692.00
P M A SECURITIES OPERATING FUNDS	VARIOUS	0.04%	(BALANCE AT 02-10-16)		\$14,004,490.00
P M A SECURITIES OPEB BONDS	VARIOUS	0.04%	(BALANCE AT 02-10-16)		\$13,376,632.00
ASSOCIATED BANK EQUITY INVESTMENTS	EQUITY	1.30%	(BALANCE AT 02-10-16)		\$1,269,814.00
					<u>\$28,826,628.00</u>

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

WIRE TRANSFERS

01-01-16 thru 01-31-16

DATE	FROM	TO		REASON
01/04/16	P M A	HEALTH PARTNERS	\$231,920.00	MEDICAL CLAIM FEES
01/04/16	PREMIER BANK	DELTA DENTAL	\$129,620.00	MONTHLY PAYMENT
01/04/16	PREMIER BANK	STATE OF MINN.	\$136,551.00	PAYROLL TAX
01/05/16	PREMIER BANK	HEALTH PARTNERS	\$123,510.00	HEALTH CLAIMS
01/06/16	PREMIER BANK	PITNEY BOWES	\$3,000.00	POSTAGE
01/07/16	PREMIER BANK	ANNUITY COMPANIES	\$705,805.00	PAYROLL PAYABLES
01/08/16	P M A	PREMIER BANK	\$1,500,000.00	A/P - P/R*
01/08/16	PREMIER BANK	BANKCARD	\$4,538.00	CREDIT CARD FEES
01/11/16	PREMIER BANK	HEALTH PARTNERS	\$222,352.00	HEALTH CLAIMS
01/14/16	P M A	PREMIER BANK	\$3,850,000.00	A/P - P/R*
01/15/16	PREMIER BANK	I R S	\$750,604.00	PAYROLL TAX
01/15/16	PREMIER BANK	NSPMOEA	\$34,629.00	UNION DUES
01/19/16	PREMIER BANK	CORPORATE HEALTH	\$23,406.00	FLEX PROCESSING
01/19/16	PREMIER BANK	HEALTH PARTNERS	\$137,240.00	HEALTH CLAIMS
01/19/16	PREMIER BANK	STATE OF MINN.	\$116,433.00	PAYROLL TAX
01/22/16	P M A	PREMIER BANK	\$1,000,000.00	A/P - P/R*
01/22/16	PREMIER BANK	ANNUITY COMPANIES	\$680,131.00	PAYROLL PAYABLES
01/25/16	PREMIER BANK	CORPORATE HEALTH	\$66,533.00	FLEX PROCESSING
01/25/16	PREMIER BANK	HEALTH PARTNERS	\$217,537.00	HEALTH CLAIMS
01/25/16	PREMIER BANK	PITNEY BOWES	\$3,000.00	POSTAGE
01/25/16	PREMIER BANK	STATE OF MINN.	\$59,396.00	UC TAX
01/27/16	P M A	PREMIER BANK	\$5,065,000.00	A/P - P/R*
01/27/16	P M A	US BANK	\$2,568,168.00	DEBT SERVICE
01/27/16	P M A	WELLS FARGO	\$8,897,439.00	DEBT SERVICE
01/29/16	PREMIER BANK	I R S	\$806,747.00	PAYROLL TAX
01/29/16	PREMIER BANK	NSPMOEA	\$34,943.00	UNION DUES
01/31/16	PREMIER BANK	MISCELLANEOUS	\$451.00	MISCELLANEOUS
		TOTAL	<u>\$27,368,953.00</u>	

* TO COVER ACCOUNTS PAYABLE OR PAYROLL CHECKS



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

**Improving Student Outcomes
for English Learners
through Co-Teaching**

February 23, 2016

Martina Wagner, Student Services Supervisor

Purpose of Presentation

Highlight Co-Teaching Model in 622 EL Program

Understand changing needs of our English Learners

How we are meeting the learning needs of our English Learners

Subsequent Board Action required for AMAO plan

28



What is Co-Teaching?

Co teaching occurs when two or more professionals (adults) jointly deliver substantive instruction to diverse, blended group of students in a single physical capacity.

- Friend & Cook, 2007

- WHY Co-Teaching in ISD 622?

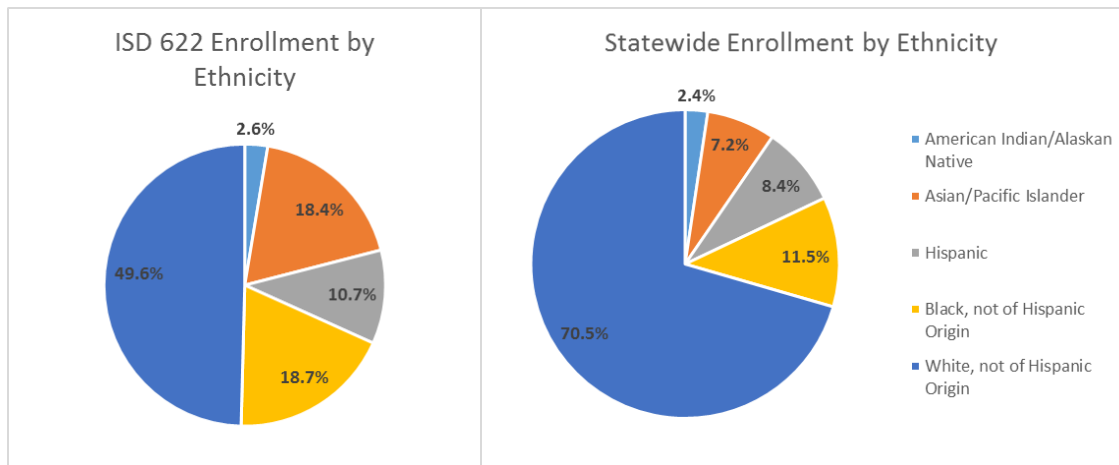
1. Increase Collaboration between EL specialist and mainstream teacher to meet the needs of English Language Learners in the classroom.
2. Opportunity for English Language Learners to be exposed authentic English speaking peers and core content.
3. Reaches those learners who are both English language and academic language learners.
4. Increases language proficiency while providing language scaffolds and supports from the EL specialist in the mainstream classroom.

ISD 622 Demographics in ELL

EL Enrollment

Year	Statewide	ISD 622
2012	63110	782
2013	63276	892
2014	66292	915
2015	69340	1161

30



57 Languages Districtwide

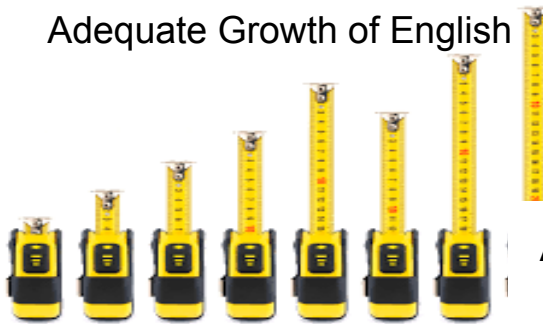
Top 5 Languages

1. Hmong
2. Somali
3. Spanish
4. Vietnamese
5. Amharic (Other Eastern African)

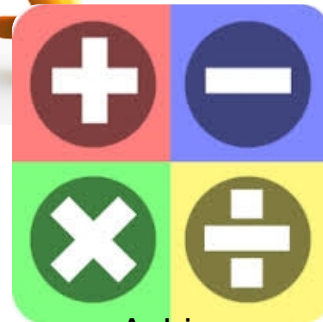
What is AMAO?

- Federal Grants require accountability
 - **AMAO's** (Annual Measureable Achievement Objectives) are the way Title III can measure accountability from school systems.

Adequate Growth of English





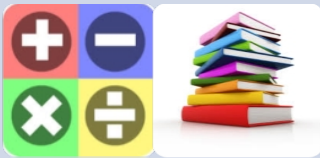
Achievement of English Proficiency



Achievement of Math and Reading Targets



AMAO Achievement Status

AMAO	2013-14	2014-15
	X	✓
	X	X
	✓	✓

YEAR	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Meet Proficiency Overall	Yes	No	Yes	No	No	No	Yes	Yes	No	No

Key Take Away Messages

Increased academic achievement in language acquisition

Increased inclusive practices and awareness of core instruction needed for ELs in the classroom

Increased onsite professional development by EL Specialists on building English Language Learning understanding.



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

Comments/ Questions?



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

District 622 Strategic Planning Needs

Organizational Overview

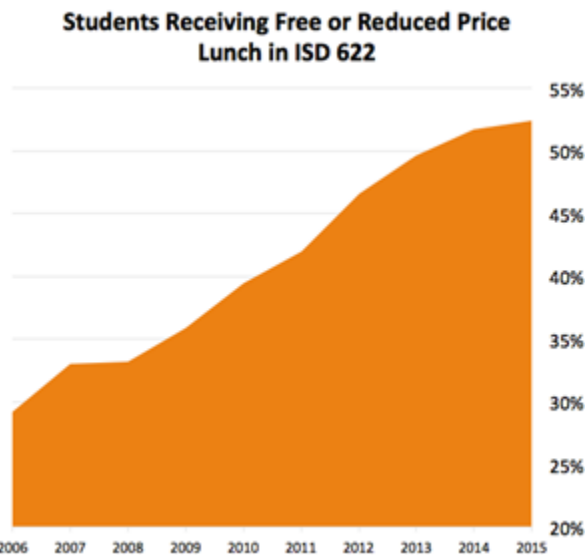
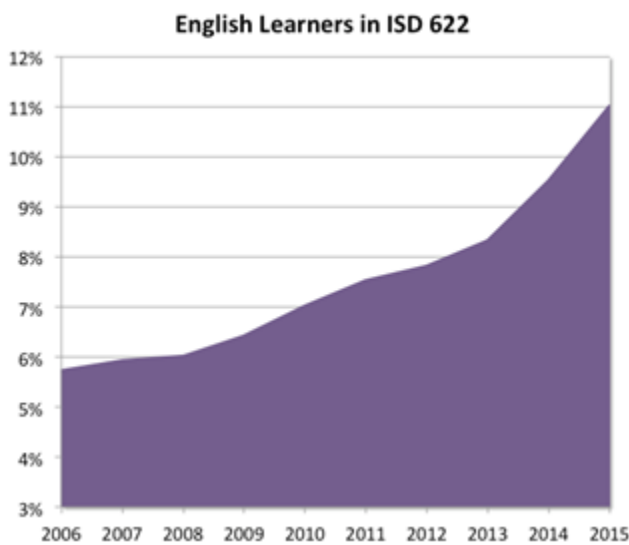
District 622 serves the communities of North St. Paul, Maplewood, Oakdale, and Landfall, as well as portions of Woodbury, Lake Elmo, and Pine Springs. Approximately twenty percent of the households have school aged children. There are approximately 11,000 students enrolled and 1,500 staff members.

Our district includes two early childhood sites, nine elementary schools, three middle schools, two high schools, four special program sites, two ice arenas, a bus garage, and the district education center.

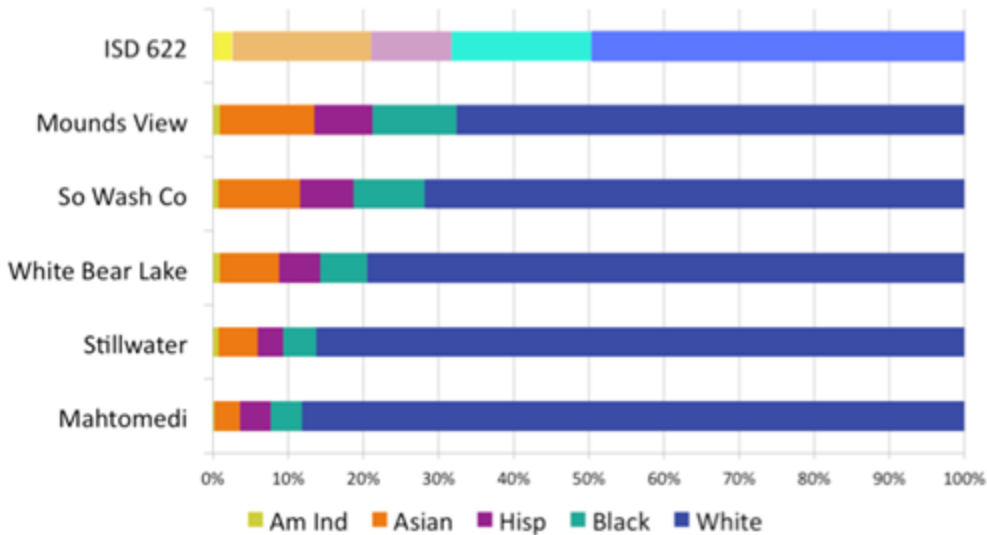
There is a strong sense of tradition and history among many groups in the community. The original North High School was established in 1905. There is a vibrant main street in North St. Paul akin to a small town main street. Many staff grew up in the district. At the same time, the communities have undergone tremendous change in the last twenty years. There is a rich mosaic of cultures and languages that bring opportunities for new traditions and history.

2014-2015 Student Demographics

10,603	2014-2015 student enrollment
348	Number of homeless students attending District 622
52%	Students in District 622 who qualify for Free/Reduced Lunch
50%	Students of color in District 622
11%	English Language Learners in District 622
57	Number of Languages other than English spoken in District homes

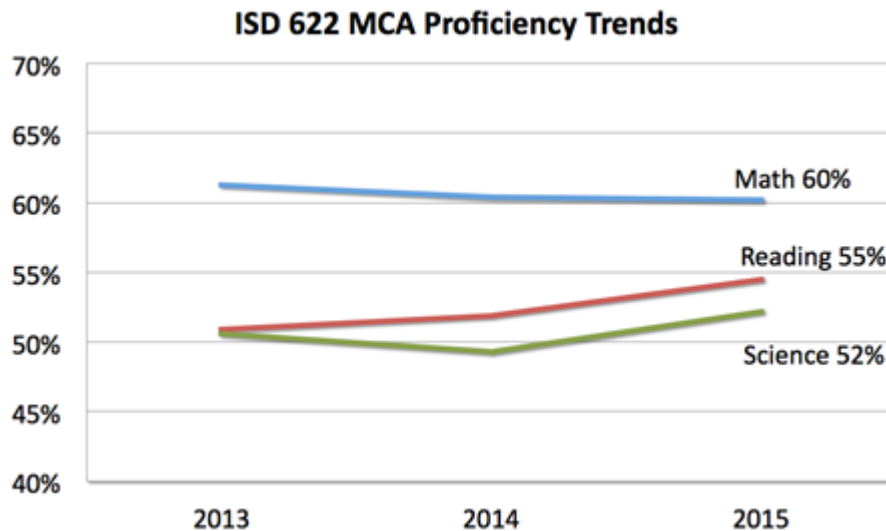


Student Groups in Neighboring Districts

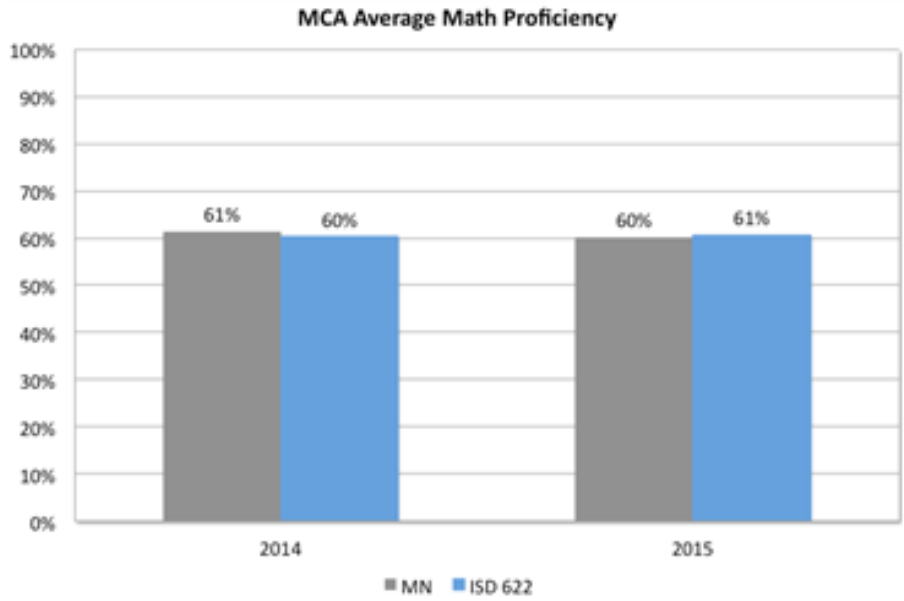


Student Achievement

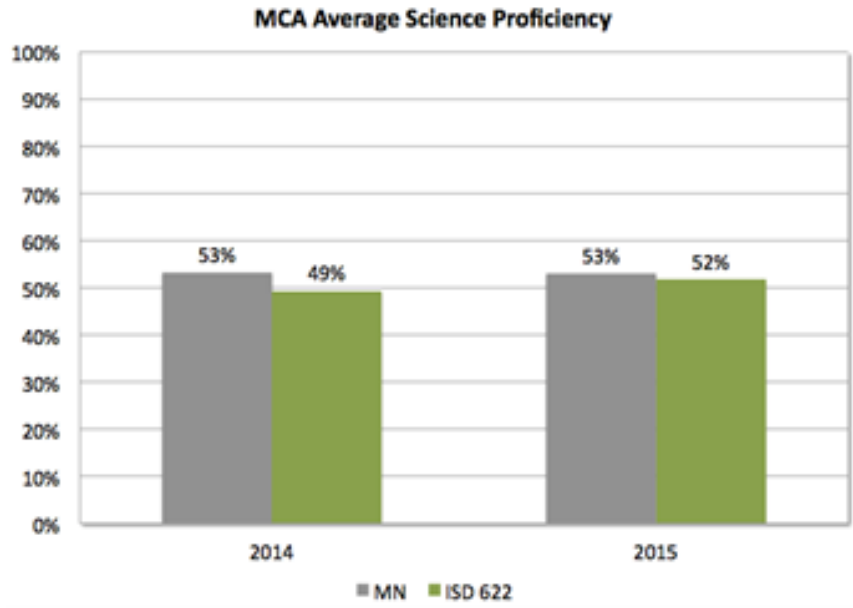
Overall ISD 622 students performed better on the Minnesota Comprehensive Assessments (MCA) in math, reading and science in 2015 than they did in 2014.



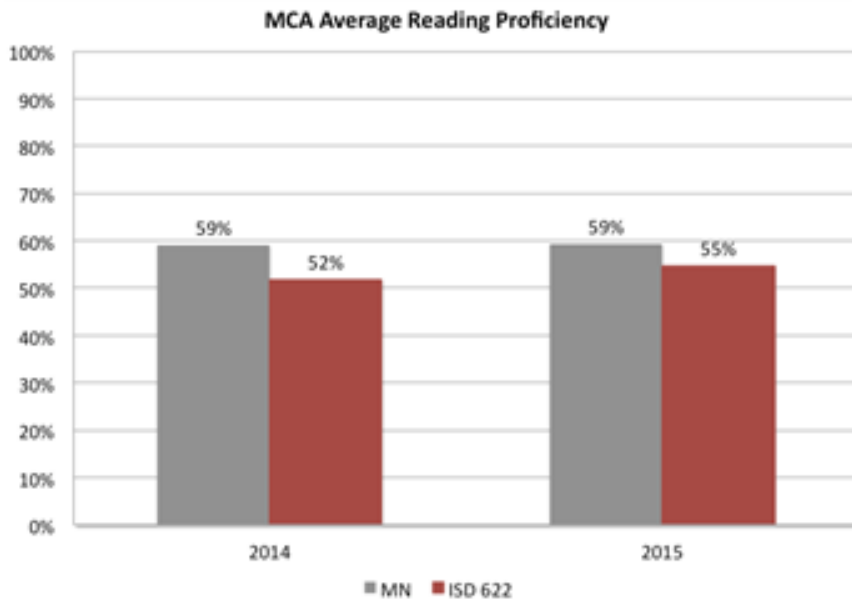
Math scores improved from 2014 to 2015 and overall proficiency in math was slightly better than the statewide average.



MCA Science proficiency increased three percent and came to within one percentage point of the statewide average in 2015.



ISD 622 made a jump of three percentage points in reading while statewide results remained flat.



College and Career Ready

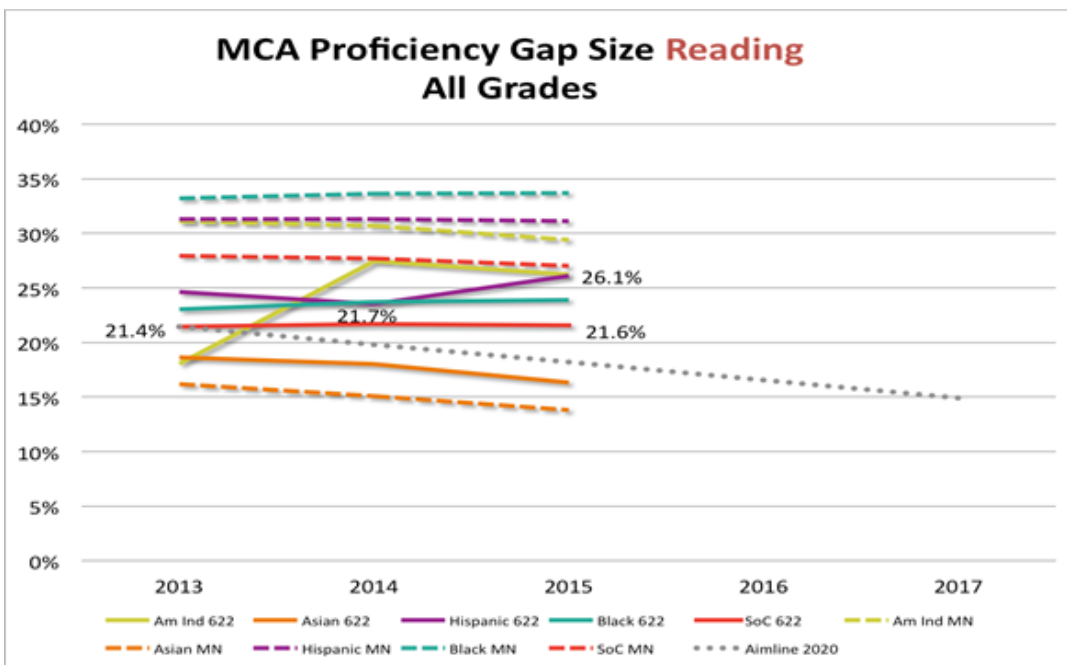
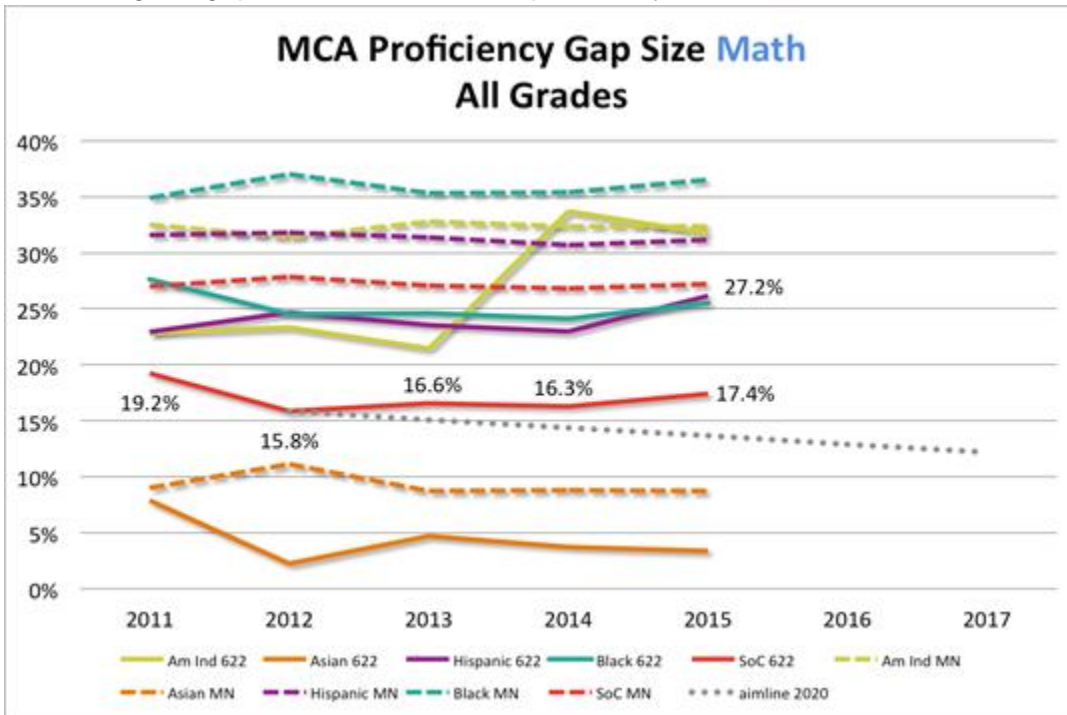
% of 622 students with at least one college credit bearing experience				
2011	2012	2013	2014	2015
37.7%	38.7%	40.6%	51.3%	53.4%

Achievement Gaps

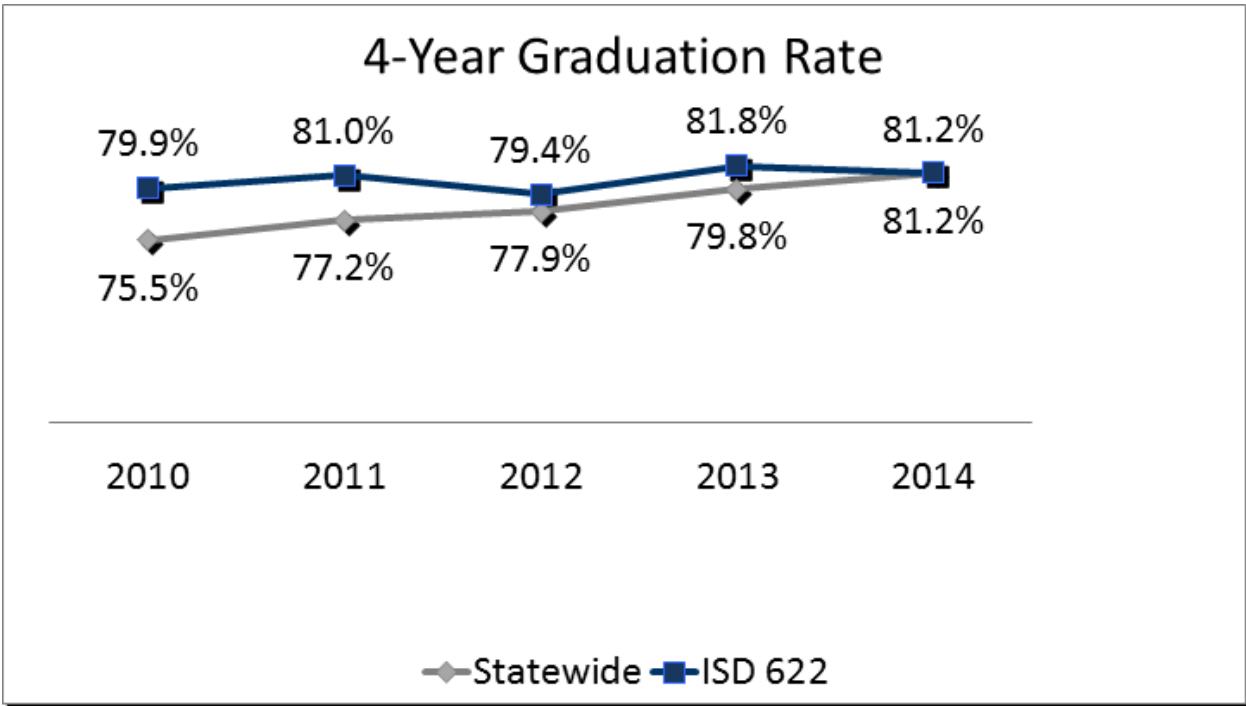
The race-based achievement gap in the North St. Paul-Maplewood-Oakdale School District continues to remain significantly smaller than those experienced state-wide. The achievement gap is the difference in proficiency between white students and other race-based student groups.

In District 622, the achievement gap for students of color in Math is 17 percent and for the State of Minnesota the gap is 28 percent. In Reading, the achievement gap for students of color is 22 percent in District 622 and 28 percent in the State of Minnesota. And in Science, the achievement gap for students of color is 25 percent in District 622 and 31 percent in the State of Minnesota.

While the achievement gaps remain smaller than state levels, District 622 continues to work towards its goal of decreasing the gaps to no more than 10 percent by 2020.



Graduation Rates



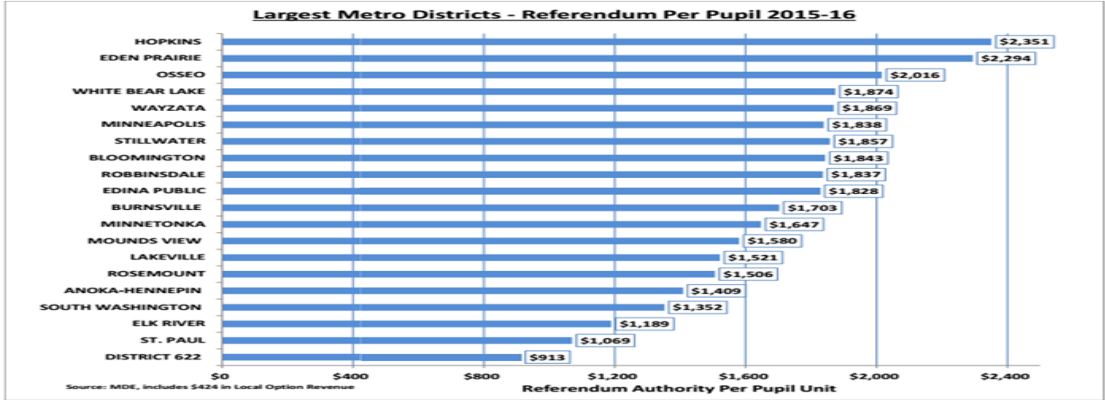
Financial Context

Over the past twelve years the North St. Paul, Maplewood, Oakdale School District has cut over 20 million dollars from its budget. Eight million was cut in the 2015-2016 budget alone.

District 622 has had to establish priorities and work extremely efficiently in order to maintain quality educational programming for students.

District 622 voters did not approve an operating levy referendum in November that would have increased the school district’s per pupil referendum authority by \$900 to \$1813. A second question on the ballot related to technology was also not approved.

A Referendum Comparison (2015 Referendum Authority per Pupil Unit)



Purpose

District 622's current strategic plan was created in 2008 and renewed in 2011. Since that time the district has selected a new superintendent. We also face new financial challenges. The purpose of this strategic plan is to create a new vision for what the North St. Paul, Maplewood, Oakdale School District hopes to become in the next five years that reflects the needs and desires of our diverse community as well as our unique strengths.

The strategic plan will provide direction for the school board regarding governance and budget priorities. It will also guide the work of staff at the district, site, and team level.

Finally, the strategic plan will allow us to clearly communicate to our community and provide a tool for public accountability.

Principles

We expect the following principles to guide the work.

To Guide the Planning Process

- Engage multiple perspectives representative of our community population
- Ensure input from all staff within the work day; create safe spaces for authentic input
- Tap into informal leaders from all stakeholder groups
- Clear decision making process with roles of various stakeholders clearly communicated
- Recognize/celebrate success and what is working

To Guide the Strategic Plan Product

- Keep the focus narrow . . . we can't do it all
- Keep the focus on the needs of current and future students
- Unique to 622, capitalizing on our strengths, creating/reflecting our identity
- Measurable
- Can be used as a decision-making tool

To Guide Strategic Plan Implementation

- Action plans are aligned to the vision, goals, and strategies
- Continuous improvement – ongoing monitoring and adjusting of goals, strategies, and action plans
- Ongoing two way communication between stakeholders and decision makers
- Courage to release things we have done for years; "Let it go!"
- Clear roles and accountability

Goals and Objectives

- Creation of new vision that is measurable
- Creation of a new mission and values
- Clarity regarding our unique identity in the East Metro
- Paint a picture of success defined by attributes our students possess
- Develop a process and structure for the ongoing monitoring, adjusting, and communication of the plan including clear accountability for leadership and implementation

Deliverables

- Decision making process and clearly defined roles for various stakeholders in that process
- Needs assessment/Environmental scan
- Vision, mission, and values statements
- Statement of priorities
- 3-5 Measurable goals
- Strategies
- Template with detailed process for creating action plans that are aligned to the goals and strategies
- Interim briefings with an internal leadership team for monitoring and adjusting the process
- Plan for communication with internal and external stakeholders
- Plan for ongoing monitoring and adjusting the goals, strategies, and action plans

Scope of the Work

Goals will focus on the following areas:

- Learning for ALL - college and career pathways
- Climate, culture, and safety
- Equity
- Community/family partnerships
- Fiscal responsibility

Timeline

February 2016	Needs statement distributed
February 2016	Proposals accepted
March 2016	Consultant named, Initial meeting with District 622 leadership
April-August, 2016	Community and staff engagement
July-October	Plan drafting and revision
Sept-Nov, 2016	Draft communication and revision
December, 2016	Plan adoption
Dec '16 - Aug '17	2017-2018 Action plan development
2017-2018 SY	Ongoing monitoring, adjusting, and communicating
Dec '17 - Aug '18	2018-2019 Action plan development
2018-2019 SY	Ongoing monitoring, adjusting, and communicating
Dec '18 - Aug '19	2019-2020 Action plan development
2019-2020 SY	Ongoing monitoring, adjusting, and communicating
Dec '19 - Aug '20	2020-2021 Action plan development
2020-2021 SY	Ongoing monitoring, adjusting, and communicating
Dec '20 - Aug '21	2021-2022 Action plan development
2021-2022 SY	Ongoing monitoring, adjusting, and communicating

2016-2017 Budget Reductions/Adjustments/Shifts

Goal	\$ 1,700,000.00	
Cuts	\$ 1,701,000.00	
Remaining	\$ (1,000.00)	\$ 1,701,000.00

Staffing Cuts			
TM	1	Reduction of 4 FTE (FTE = \$66,000)	\$ 264,000.00
Subtotal			\$ 264,000.00

Department, Program, Non-Staff Reductions			
KG	1	Delta Dental one time only refund	\$ 300,000.00
RA	2	Reallocate eligible General Fund expenditures into Capital budget to protect the classroom	\$ 500,000.00
BB	3	Eliminate specific software licenses currently held by the district	\$ 49,500.00
TJ	4	Eliminate planned General Fund spending on District 622 Preschool and shift more expenses to the Community Education budget	\$ 295,000.00
KG	5	Reduce cost of volunteer background checks by negotiating a lower rate	\$ 35,000.00
TM	6	Eliminate planned General Fund spending on student supports by shifting expenses onto Compensatory budget	\$ 100,000.00
KG	7	Budget savings from proposed calendar revision *pending Board approval of the 2016-17 School Calendar	\$ 57,500.00
RA	8	Eliminate planned General Fund spending on enhanced security systems	\$ 100,000.00
Non-Staff Subtotal			\$ 1,437,000.00
Total Cuts			\$ 1,701,000.00

Budget Adjustments 2016-17

Proposed cuts and adjustments to the 2016-2017 budget

1. Reduction of 4 FTE (FTE = \$66,000) - \$264,000

District-wide staffing allocation will be adjusted to account for a reduction of 4 FTE.

2. Delta Dental – refund \$300,000

As a district, our utilization of dental insurance has been less than expected. This has resulted in a one-time refund of dental funds back to the district.

3. Reallocate eligible General Fund expenditures into Capital Budget to protect the classroom- \$500,000

Capital Funds are intended for equipment, technology, and facility maintenance. We will reallocate \$500,000 of our Capital Funds to support educational programming. Minnesota Department of Education allows districts to shift and reallocate Capital Funds to General Fund expenditures for certain educational purposes. This means we will not be spending these dollars on equipment and technology needs.

4. Eliminate specific software licenses currently held by the district- \$49,500

We will discontinue use of the following software programs: Blackboard Learning Management System, DocRead, and Perfect Forms.

5. Eliminate planned General Fund spending on District 622 Preschool and shift more expenses to the Community Education budget- \$295,000

We will continue to use Title I funds to pay for part of District 622 Preschool program expenses rather than relying on General Fund dollars as planned. Title I dollars are intended to support students in poverty. This impacts the degree to which we can expand preschool programming and impacts our ability to meet growing student needs. A greater portion of District 622 preschool expenses will be assumed by the Community Education budget that is not part of the General Fund.

6. Reduce cost of volunteer background checks by negotiating a lower rate - \$35,000

We have changed vendors and negotiated a lower rate from \$50 per background check to \$24. The quality of the background check will go unchanged.

7. Eliminate a portion of planned General Fund spending on student supports by shifting expenses onto Compensatory Budget - \$100,000

Compensatory funds are intended to support students in poverty. The shift in these expenditures limits our ability to expand supports for increasing student needs as planned.

8. **Budget saving from proposed calendar revision - \$57,500**

In an effort to enhance teacher quality through professional development, the proposed calendar for 2016-17 increases time for professional development while eliminating one student contact day. This reduces district operational and personnel costs for one day.

9. **Eliminate planned General Fund spending on enhanced security systems - \$100,000**

Continue to use Safe Schools money to fund school safety personnel (elementary building receptionists) rather than updating or adding security equipment to buildings, as planned.



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

622 Proposed Budget Reductions

February 23, 2016

Christine Osorio, Superintendent

Purpose of Presentation

Share overview of current state of our budget

Identify proposed cuts & savings to balance budget
for 2016-17

Review key budget messages

Answer any budget questions before the Board
votes on budget resolution this evening

Key Messages about Enrollment

Slight decline in overall enrollment

Increase in Special Ed Enrollment

Increase in Homelessness



FY 16 Current Budget Factors

Increase in Special Ed and Comp Ed Funding

15-17 Contract collaboration – saving of \$5M over 2 years

Schools & Programs were greatly impacted from
\$8M cut last year



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

Key Messages about Future Budget Projections

Required Cut for FY17 is \$1.7 M

Projected cuts for FY18 and beyond will be \$3M+ annually

Without additional State Aid and/or Referendum, 622 will need to significantly reshape spending for the long term

Long-term budget planning needs to begin now
For FY18 and beyond

Projected Reductions Required to Balance Budget

School Year	2015-6	2016-17	2017-18	2018-19	2019-20	2020-21
2015-2016	(\$8,000,000)	(\$8,000,000)	(\$8,000,000)	(\$8,000,000)	(\$8,000,000)	(\$8,000,000)
2016-2017		(\$1,676,344)	(\$1,676,344)	(\$1,676,344)	(\$1,676,344)	(\$1,676,344)
2017-2018			(\$3,500,000)	(\$3,500,000)	(\$3,500,000)	(\$3,500,000)
2018-2019				(\$3,500,000)	(\$3,500,000)	(\$3,500,000)
2019-2020					(\$3,500,000)	(\$3,500,000)
2020-2021						(\$3,500,000)
Over Time (difference from today)	(\$8,000,000)	(\$9,676,344)	(\$13,176,344)	(\$16,8676,344)	(\$20,176,344)	(\$23,676,344)

School District 622

NORTH ST. PAUL | MAPLEWOOD | CARDAVE

Ready for tomorrow

Proposed Budget Reductions/Savings for 2016-17	\$1,700,000
Reduction of 4 FTE (FTE = \$66,000)	\$264,000
Delta Dental refund	\$300,000
Reallocate eligible General Fund expenditures into Capital Budget to protect the classroom	\$500,000
Eliminate specific software licenses currently held by the district	\$49,500
Eliminate planned General Fund spending on District 622 Preschool and shift more expenses to the Community Education budget	\$295,000
Reduce cost of volunteer background checks by negotiating a lower rate	\$35,000
Eliminate a portion of planned General Fund spending on student supports by shifting expenses onto Compensatory Budget	\$100,000
Budget savings from proposed calendar revision	\$57,500
Eliminate planned General Fund spending on enhanced security systems	\$100,000

Current Budget Key Messages

Current cut is \$1.7M in ADDITION to \$8M cut of last year

Several one-time savings have helped us in the short term

Long-term projections are grim

School and Community planning will begin this spring
for future budget right-sizing





School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

55

Comments/ Questions?



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

VI. A. 1. ACKNOWLEDGEMENT OF CONTRIBUTIONS

Minnesota Statute 123B.02 permits school boards to “...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof.”

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
City of Maplewood	\$1,260.00	North High School Show Choir
North St. Paul - Maplewood - Oakdale Rotary Foundation	\$250.00	North High School Show Choir
Silver Lake United Methodist Church	48 sets of hats, gloves and mittens	Castle Elementary
Frank A. Orsello	Office supplies (valued at \$65.00)	Castle Elementary
Stephanie Mann	\$50.00	Community Bridge
State Farm	Computer Monitors	ISD 622
Jake Skifstad	\$100.00	Harmony Pilot Program
Shirley Strum	\$15.00	Gladstone Meals on Wheels
Jim and Sue Reibel	Children’s clothing (valued at \$100.00)	Cowern Elementary
Tom Mader	\$500.00	Tartan Trap Team
House of Prayer Lutheran Church	Children’s clothing (valued at \$500.00)	Cowern Elementary
Mary and John Mills	National Geographic Magazines 1992-2015 (valued at \$700.00)	ISD 622 - multiple schools
Pam Norton	\$25.00	Gladstone Meals on Wheels
Johanna Perkins	Student board games; books; winter jackets; hats, gloves and scarves (valued at \$200.00)	Castle Elementary
Betty Motz	\$50.00	Gladstone Meals on Wheels
Mary Lou & Walter Lindeman	\$200.00	Gladstone Meals on Wheels
Christa Waymire	\$50.00	Harmony Pilot Program

MOTION:

SECOND:

Total fiscal year 2015-2016 monetary contributions: \$185,938.70

VI. B. 1. APPROVAL OF 2016-2017 GENERAL FUND BUDGET ADJUSTMENT PLAN

At their meeting on January 26, 2016, the School Board approved a general fund budget adjustment target amount of a minimum of \$1,700,000 to offset a spending deficit of approximately (\$1,700,000) and to achieve an estimated June 30, 2017 unassigned fund balance of \$6,700,000, which is approximately 5% of operating expenses . Since that time, the administration has received input from staff and community and developed the attached listing of budget adjustments to accomplish the School Board's budget adjustment target that was shared with the Board at their February 9, 2016 Study Session.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District #622, that the attached list of general fund budget adjustments be approved for the 2016-2017 fiscal year.

MOTION:

SECOND:

VI. A. 4. RESOLUTION AUTHORIZING THE DISTRICT ADMINISTRATION TO INITIATE PROCUREMENT FOR STUDENT TRANSPORTATION SERVICE CONTRACT(S)

The District student transportation services contracts with First Student and other contract service providers serving special needs and homeless students expire June 30, 2016.

The School Board is required to publish a legal notice inviting interested student transportation service providers to submit interest in providing for services commencing with school year 2016-17.

Minnesota Statutes 2015, Sec. 123B.52, Subd. 1. This state law requires public school districts award contracts for these services from qualified providers at the lowest competitive costs with terms that not exceed two years with an option for extension for up to two additional years.

Minnesota Statutes 2015, Sec. 123B.52, Subd. 3, in addition to the required procurement procedures of Subd. 1, permits the District to obtain written quotations or enter into direct negotiations, or both, as alternate approaches to obtaining sealed bids for student transportation services.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District 622, that the School Board authorize the District Administration to initiate a procurement for student transportation services contract(s) commencing with school year 2016-17 for a period not to exceed (2) two years with an option for additional years and other terms, consistent with Minnesota Statutes 2015, Sec. 123B.52, Subds. 1. and 3.

MOTION:

SECOND:

VI. C. 1. RATIFICATION OF THE 2015-2017 LOCAL 12 EDUCATION ASSISTANT MASTER AGREEMENT

A settlement has been bargained between the Local 12 and Independent School District 622. The membership of Local 12 has voted on and ratified the proposed agreement. The proposed settlement is a two-year agreement covering the years 2015-16 and 2016-17 with off schedule lump sum payments in both years and a total package cost with all associated costs of 2.60%.

Therefore, the Director of Human Resources recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2015-2017 Local 12 Master Agreement be approved.

MOTION:
SECOND:

**Tentative Local 12 (EDUCATION ASSISTANTS)
Settlement Summary**

	2015-2016	2016-2017
Salary Schedule Improvement	Lump Sum Payment - Year 1 \$0.30 per hour based upon their assigned work schedules (No step movement increases and no increase to the salary schedule- Education Assistants only)	<p>Step movement restored Education Assistants hired on or before 1/15/2015 will advance TWO steps and Education Assistants hired between 1/16/2015 and 1/15/2016 will advance ONE step. Education Assistants hired on or after 1/15/2016 will remain on the same step in accordance with Article VII, Section 5 of the contract (not LPNs/Associate RNs).</p> <p>Lump Sum Payment -Year 2 Lump sum payments for the 2016-2017 contract year will be issued to Education Assistants that are not eligible for step movement \$0.22 per hour based upon their assigned work schedules.</p> <p>LPNs/Associate RNs - Year 2 Adjusted placements in lieu of lump sum payments.</p>
Health Insurance Caps	No Change	Single \$567.64/month Family \$1213.72/month
Total		2.60

VI. C. 2. ADOPTION OF 2016-2017 SCHOOL CALENDAR

The proposed 2016-2017 school calendar has been reviewed and is recommended by the District's Calendar Committee (Shawn Bromeland, Marnie Galvin, Mary Glagavs, Keith Gray, Peter Mau, Greg Nelson, Rory Sanders, Joe Slavin, Erik Tvedten, Megan Yang) to the School Board for adoption. Additionally, in order to conduct school district activities on Columbus Day and Veterans Day, the District must pass a resolution to authorize such action.

Therefore, the Director of Human Resources recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the attached calendar be approved and adopted for the 2016-2017 school year, and that pursuant to Minnesota Statute 645.44, Subd. 5, the School Board of Independent School District No. 622 has determined that Columbus Day (October 10, 2016) is not a legal holiday, and therefore, public business, including school board and information meetings, may be transacted on that day. Additionally, school will be open on Veterans Day (November 11, 2016) and in accordance with state statute will have at least one hour of activities in observance of Veterans Day.

MOTION:

SECOND:

July 2016						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2016						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2016						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2016						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2016						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2017						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2017						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2017						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2017						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2017						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2017						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

North St. Paul-Maplewood-Oakdale 2016-2017 School Year (Proposal)

Aug 29-Sept 1	Opening Days [order tbd] Building Staff Development District Staff Development Q Comp Day #1
Sept 5	Labor Day [no school]
Sept 6	First day of school grades 1-12
Sept 7	First day of kindergarten
Oct 7	<u>K-12 [no school]</u> Q Comp Day #2
Oct 20-21	EM Break [no school]
Nov 4	<u>K-12 [no school]</u> 6-12 Building Staff Dev. K-5 Goal Setting Conferences (full day)
Nov 24-25	Thanksgiving [no school]
Dec 2	End of 1 st trimester K-12 (58 days)
Dec 5	<u>K-12 [no school]</u> K-12 Staff Dev./Report Card Prep.
Dec 23- Jan 2	Winter Break [no school]
Jan 3	Classes resume
Jan 16	Martin Luther King Day [no school]
Feb 3	<u>K-12 [no school]</u> K-12 District/Building Staff Dev.
Feb 20	President's Day [no school]
Mar 3	<u>K-12 [no school]</u> K-12 District Building Staff Dev. K-5 Conference Prep (half day)
Mar 9	End of 2 nd trimester K-12 (57 days)
Mar 10	<u>K-12 [no school]</u> 6-12 Bldg. Staff Dev./Report Card Prep. K-5 Conferences [full day]
Mar 13-17	Spring Break [no school]
Mar 20	Classes resume
April 14	Contract Holiday [no school]
May 15	<u>K-12 [no school]</u> K-12 District/Building Staff Dev.
May 29	Memorial Day [no school]
June 9	End of 3 rd trimester K-12 (57 days)
June 12	Term Transition

VI. D. 1. STUDENT SERVICES INDEXED FTE FOR 2016-2017

Board action is annually required to establish indexed full time equivalent (iFTE) staffing positions for following school year. The information below represents the level of iFTE requested for 2016-2017, with a comparison to the iFTE approved by the School Board for the current 2015-2016 school year.

	<u>2015-2016</u>	<u>2016-2017</u>	<u>Difference</u>
STUDENT SERVICES TOTAL	321.17	321.17	0

Therefore, the Director of Student Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District 622 that the 2016-2017 iFTE be approved.

MOTION:

SECOND:

VI. D. 2. RESOLUTION OF APPROVAL FOR THE DISTRICT 622 ANNUAL MEASURABLE ACHIEVEMENT OUTCOMES (AMAO) PLAN

Director of Student Services Cory McIntyre and Student Services Supervisor Martina Wagner will present the AMAO Plan and discuss and answer questions regarding the plan.

Therefore, the Director of Student Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the District 622 AMAO Plan be accepted as presented.

MOTION:

SECOND:

VI. E. 1. 2016-2017 INDEXED iFTE APPROVAL

Board Action is annually required to establish indexed full time equivalent (iFTE) staffing positions for the following school year. The information below represents the level of iFTE requested for 2016-17, with a comparison to the iFTE approved by the School Board for the current 2015-16 school year.

2016-17 iFTE reflects a 4.0 iFTE decrease from the previous year. This adjusted number reflects a decrease based on a small enrollment decline and a slight budget reduction.

	<u>2015-16</u>	<u>2016-17</u>	<u>Difference</u>
REGULAR ED TOTAL	373.53	369.53	-4.00

Therefore, the Assistant Superintendent recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District 622 that the 2016-17 369.53 iFTE be approved.

MOTION:

SECOND: