



ST. PAUL CITY SCHOOL

Draft Board Meeting Minutes

March 19, 2024

5:30-7:00 PM

215 University Ave W, St. Paul, MN 55103

Media Center

- 1) Establishment of a Quorum – Call to Order at 5:31 pm by Michael Dorner.
 - a) Board Members Present: Michael Dorner, Sheila Williams Ridge, Dayan Hernandez, Maria Lopez & Sky Davey
 - b) Board Members Absent: None
 - c) Non-Voting Members Present: Eric Fergen, RaShad Watkins, Tanesha Williams, Dr. Justin Tiarks & Sean Elder (Ten Square Group).
 - d) Guests: Esteban Rodriguez-Hefty
- 2) Public Comments – None.
- 3) Declaration of Conflict of Interest – None.
- 4) Approval of Meeting Agenda – Sheila, seconded by Maria.
 - a) Michael Dorner – Aye
 - b) Sky Davey - Aye
 - c) Discussion – None
- 5) Approval of February 27, 2024 Minutes – Sky, seconded by Sheila.
 - a) Michael Dorner – Aye
 - b) Maria Lopez - Aye
 - c) Discussion – None
- 6) Director Report
 - a) The Interim Executive Director provided the enrollment picture.

- b) Primary School Updates:
 - i) ACCESS testing is complete; Process of engaging the new SPCS Vision Statement at the staff level via reflections and action plans; Professional Development focused on Catalyst and Rigorous Instruction; 3rd Grade field trip to the Works Museum.
- c) Middle School Updates:
 - i) Continued goals to build strong relationships, academic rigor, reduction in student behaviors and good vibes; areas of focus on high, consistent and transparent expectations, supporting staff with restorative conversations with students and facilitating peer observations.
- d) High School Updates:
 - i) Welcomed a new principal (Taneisha Smith); AVID scholars had a field trip to tour St. Paul College; English Teacher (Laketa Buice) spoke at the capitol in support of increasing the amount of teachers of color in Minnesota; increasing opportunities for student success via staff cohesion; creating a collective vision for the high school; staff busy planning prom and spring expeditions.
- e) Community Education Update:
 - i) Hosted a vaccination clinic for scholars missing vaccines; athletics banquet on 3/21 to celebrate cheer and basketball; staff vs students basketball game on 3/22; session #2 of afterschool beginning on 4/8 with science museum, intramural soccer, intramural volleyball and robotics.
- 7) Draft FY23 Audit:
 - a) Board will be presented with a draft of the audit. Audit is underway currently.
- 8) Approval of January 2024 Financials and Bills; 66.7% of the year complete; ADM dropped to 574. Cash Balance \$374,656; Revenues 62.6%; Expenses 58%; Projection of (\$199,928) Net Income at fiscal year-end - Days Cash on Hand for fiscal-year end is 51.63 days; TenSquare monitoring ERC, caught word of the moratorium ending at the end of March. – Sky, seconded by Sheila.
 - a) Michael Dorner – Aye
 - b) Dayan Hernandez - Aye
 - c) Maria Lopez - Aye

- d) Discussion – Dr. Dorner asks some of the reasoning behind the net income shift in the revised budget. Sheila asked Karl the reason behind the increase in expenditures around salary and wages. Karl said it could be due to the creation of new positions after Dr. Meg’s departure to support the work of the school. Karl will get concrete information for Sheila at the next board meeting.
- 9) Approval of February Staffing Summary - Sheila, seconded by Dayan.
- a) Michael Dorner – Aye
 - b) Sky Davey - Aye
 - c) Maria Lopez - Aye
 - d) Discussion – None
- 10) PTO Policy; Update to the existing policy to comply with MN Statute around PTO accrual
- a) Discussion – Maria and Dayan asked about some of the logistical pieces to implement this plan around time-off and accruals; Dr. Dorner asked about whether veteran staff get higher PTO-accruals; Sheila called for a strikethrough of staff needing to use time off during school cancellation due to inclement weather; Dr. Dorner called for a strikethrough regarding time off being reinstated fully for a terminated employee if they were rehired within 180 days;
- 11) Approval of Loffler Copier Contract with small color printer amendments- Sheila, seconded by Dayan.
- a) Michael Dorner – Aye
 - b) Sky Davey - Aye
 - c) Sheila Williams Ridge - Aye
 - d) Dayan Hernandez - Aye
 - e) Maria Lopez - Aye
 - f) Discussion – None
- 12) Executive Director Hiring Update:
- a) Discussion – Esteban provided the timeline for Executive Director Search. The board will merge the regular board meeting and a special meeting merging on April 23rd, replacing the April 16th board meeting.
- 13) Board Recruitment:
- a) Discussion – Sheila wonders if there are any organizations that have strong employees that could serve as board members. Sheila wonders if there is an

active neighborhood organization that partners with the school. Sky wonders if the board vacancies can be advertised at conferences for our parents. Esteban provided election procedures. Sky wonders whether the board should have increased membership to 7. Bonnie from IQS talked about ways for the board to stagger board positions with 1, 2 and 3 year terms.

14) Announcements – None

15) Motion to Adjourn – Sheila, seconded by Sky.

- a) Michael Dorner – Aye
- b) Dayan Hernandez - Aye
- c) Maria Lopez - Aye
- d) Discussion – None

Meeting Adjourned at 7:06 pm

Submitted respectfully by Esteban Rodriguez-Hefty