



# ST. PAUL CITY SCHOOL

Board Meeting Minutes

April 18, 2023

5:30-7:00 PM

[Zoom Meeting](#)

Meeting ID: 41 848 8701

Password: SPCS

- 1) Establishment of a Quorum – Call to Order at 5:34 pm by Michael Dorner.
  - a) Board Members Present: Michael Dorner, Maria Lopez, Sheila Williams Ridge, Dayan Hernandez & Sky Davey
  - b) Board Members Absent: None
  - c) Non-Voting Members Present: Dr. Meg Cavalier, Justin Tiarks and Sam O’Brien (EdFinMN).
  - d) Guests: Esteban Rodriguez-Hefty
- 2) Public Comments – Maria Lopez brought up teachers wanting to speak with the board about the possibility of additional compensation for becoming Catalyst certified.
- 3) Declaration of Conflict of Interest – None
- 4) Approval of Meeting Agenda – Sky, seconded by Sheila.
  - a) Michael Dorner – Aye
  - b) Maria Lopez - Aye
  - c) Dayan Hernandez - Aye
  - d) Discussion – None
- 5) Approval of March 21, 2023 Minutes – Dayan, seconded by Maria.
  - a) Michael Dorner – Aye
  - b) Sky Davey - Aye
  - c) Sheila Williams Ridge - Aye

- d) Discussion – None
- 6) Approval of Financials and Bills; Cash balance \$1,764,696; \$777,622 Receivable owed from State; Accounts Payable from summer salaries and benefits \$476,396; Adopted Budget 523 ADM; 75% through fiscal year; 68% Revenues YTD vs Budget; 73% Expenses YTD vs Budget; \$2,878,163 Projected year end Fund Balance; 21% Fund Balance; 73% Total Salaries and benefits as a % of Budget; 23 Days cash on hand projected as of June 30; Budget for FY23 Forecast was tailored to better accurately reflect revenues and expenditures, increasing the change in fund – Sheila, seconded by Sky.
  - a) Michael Dorner – Aye
  - b) Maria Lopez - Aye
  - c) Dayan Hernandez - Aye
  - d) Discussion – None
- 7) Director Report
  - a) The Executive Director provided the enrollment picture.
  - b) District Update: Celebrated Asian American Heritage with a family event afterschool. SPCS had several community artists and partners attend and provide a wonderful display of stories, art and music.
- 8) Approval of Hiring and Acceptance of Resignation - Sky, seconded by Maria.
  - a) Michael Dorner – Aye
  - b) Sheila Williams Ridge - Aye
  - c) Dayan Hernandez - Aye
  - d) Discussion – None
- 9) Approval of FY24 Budget; Budgeting for a raise of 3% for staff; Seeing the first increase in benefit costs for \$100,000; Budgeting for a State increase of 4.0% to \$7,137; Setting 603 ADM, equaling 640 Pupil Units; State Special Ed reimbursed at 93%; Addition of ADSIS Revenue estimated 52.5% of expenses paid in FY25; Addition of ADSIS Revenue of \$1,298,00 for staffing to serve intervention strategies; Expected free cash flow for CSPII expected to be \$491,000; Salaries and Benefits continue to be the largest investment the school commits to in the budget - Sky, seconded by Maria.
  - a) Michael Dorner – Aye
  - b) Sheila Williams Ridge - Aye

- c) Dayan Hernandez - Aye
- d) Discussion – Sky wonders about a scenario where the school doesn't reach the enrollment goal. Dr. Cavalier gives a few options: creating a deficit budget or auditing current staffing; Maria inquires about the impact Special Education Paraprofessionals have on the budget. Dr. Cavalier gave an explanation of expenditures for Special Education staffing.

10) Approval of FY24 Employee Benefits (Kraus Anderson); Overall increase of 20.7% in Medica due to a high claim amount; Principal is locked in for 2-years - Dayan, seconded by Sheila.

- a) Michael Dorner – Aye
- b) Sky Davey - Aye
- c) Maria Lopez - Aye
- d) Discussion – None

11) Approval of revised FY23 SpEd Contracts (INDIGO/TCEC); Both contract increases are due to a higher number of initial evaluations; Seeking an addendum to the Indigo ASD Contract from 30-60 contracted hours and TCEC from 20-30 contracted hours - Maria, seconded by Sheila.

- a) Michael Dorner – Aye
- b) Sky Davey - Aye
- c) Dayan Hernandez - Aye
- d) Discussion – None

12) Presentation of IQS Mid Year Report; Positive Authorizer Report with many positive comments and feedback on the work that St. Paul City School has done; Will receive an End of Year Report for next year -

- a) Michael Dorner – Aye
- b) Sky Davey - Aye
- c) Sheila Williams Ridge - Aye
- d) Maria Lopez - Aye
- e) Dayan Hernandez - Aye
- f) Discussion – None

13) The board discussed Open Meeting Law and closed the meeting as permitted by section 13D.05, subdivision 3(a), to evaluate the performance of Dr. Meg Cavalier, the School District's Executive Director.

- a) In accordance with St. Paul City School Board Policy #304 on Director Evaluation, the board conducted the annual summative evaluation of Meg Cavalier, School Director. The board-approved Director's job description formed the basis of the online evaluation during academic year 22-23 completed by board members and administrators, excluding the director. The board discussed the survey results and determined a salary increase for the 23-24 academic year.
- b) The board expressed its appreciation for the director's continued commitment to the school and commended her for effective organization, follow-through, and communication with all stakeholders. Especially noteworthy was the director's success in leading the school in its quest for increased and sustainable student enrollment and the construction of the new building. The board encourages her to continue her efforts to seek opinions and ideas from a wide range of sources as she develops plans of action and implements initiatives. Meg Cavalier is a valued asset to the St. Paul City School.

14) Announcements – Promotion and Graduation on June 8th, 2023 at 5:30 pm at Harriet Island Pavilion

15) Motion to Adjourn - Dayan, seconded by Sheila.

- a) Michael Dorner – Aye
- b) Sky Davey - Aye
- c) Sheila Williams Ridge - Aye
- d) Maria Lope - Aye
- e) Dayan Hernandez - Aye
- f) Discussion – None

Meeting Adjourned at 7:10 pm

Submitted respectfully by Esteban Rodriguez-Hefty