



# ST. PAUL CITY SCHOOL

Board Meeting Minutes  
December 12, 2023  
5:30-7:00 PM

215 University Ave W, St. Paul, MN 55103  
Media Center

- 1) Establishment of a Quorum – Call to Order at 5:42 pm by Michael Dorner.
  - a) Board Members Present: Michael Dorner, Maria Lopez, Sky Davey & Sheila Williams Ridge
  - b) Board Members Absent: Dayan Hernandez
  - c) Non-Voting Members Present: Dr. Meg Cavalier, Dr. Justin Tiarks, Eric Fergen & 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 – Maria, seconded by Sheila
  - a) Michael Dorner – Aye
  - b) Sky Davey - Aye
  - c) Discussion – None
- 5) Approval of November 20, 2023 Minutes – Sky, seconded by Maria.
  - a) Michael Dorner – Aye
  - b) Sheila Williams Ridge - Aye
  - c) Discussion – None
- 6) Director Report
  - a) The Executive Director provided the enrollment picture.

- b) District Update: Partnership with Rise Up clinic to provide immunizations and sports physicals. Beginning of Winter Athletics.
  - c) Primary School Updates: 2nd grade Field Trip to the Minnesota Institute of Art, led Hmong New Year Celebrations in classrooms. Students learned about Hmong history. Leadership has been in classrooms working with 3rd-5th grade students on the value of being hard workers.
  - d) Middle School Updates: Breakfast in the Community Room will start in the new calendar year.
  - e) High School Updates: Voyageur Outward Bound Wilderness Skills Day for 9th grade. Winter Intensives begin in the new year with a multitude of engaging classes for high school students.
- 7) Approval of October 2023 Financials and Bills; 41.6% of the year complete; Cash Balance \$1,449,065; Revenues not yet entered for November; Projection of \$399 Net Income at fiscal year-end Days Cash on Hand for fiscal-year end is 84.6 days – Sky, seconded by Maria.
- a) Michael Dorner – Aye
  - b) Sheila Williams Ridge - Aye
  - c) Discussion – None
- 8) Approval of Audit Proposal with Thomas & Company C.P.A. P.A. - Maria, seconded by Sheila.
- a) Michael Dorner – Aye
  - b) Sky Davey - Aye
  - c) Discussion – The cost of the audit is in line with past audit costs. Projecting to have the audit in mid-February.
- 9) Approval of IOwA - Sheila, seconded by Sky.
- a) Michael Dorner – Aye
  - b) Maria Lopez - Aye
  - c) Discussion – None
- 10) Approval of Line of Credit with Sunrise Bank; Provide authorization for Dr. Dorner to sign for the same terms and conditions provided in previous fiscal year with a prime rate of 1.5 not to go lower than 6% - Sky, seconded by Sheila.
- a) Michael Dorner – Aye

- b) Maria Lopez - Aye
  - c) Discussion – None
- 11) Approval of the agreement with Dr. Meg Cavalier (Independent Contractor); Services provided in School Finance, Building Management, Interim Director Mentorship and Coaching - Sky, seconded by Maria.
- a) Michael Dorner – Aye
  - b) Sheila Williams Ridge - Aye
  - c) Discussion – None
- 12) Approval of Policy 530 Immunization Requirements - Maria, seconded by Sheila.
- a) Michael Dorner – Aye
  - b) Sky Davey - Aye
  - c) Discussion – None
- 13) Approval of amended October & November Staffing Summary - Sky, seconded by Maria.
- a) Michael Dorner – Aye
  - b) Sheila Williams Ridge - Aye
  - c) Discussion – Sheila asked for the inclusion of Naomi Larkin on the termination list to include the position of assistant basketball coach.
- 14) Executive Director Hiring Update
- a) Context from Dr. Dorner: Dr. Dorner highlights the importance of continuity in the Executive Director position with a strong leader in the position. Dr. Dorner believes that the board should consider the involvement of an outside agency to support the process of finding and hiring an Executive Director. Dr. Meg believes that the outside agency can provide transparency and tried and true processes. One thing to consider is MSBA’s work with traditional large districts.
  - b) Discussion:
    - i) Sky believes that an outside agency would be beneficial to provide support for the process, especially in regards to board capacity and is worth an exploratory meeting with the MSBA team. Sky wonders what the board thinks about the cost of accessing the full services from MSBA and how it fits in the school budget. Maria wonders the terms of a potential agreement with MSBA. Sheila believes that the services offered seem very comprehensive and could be a worthwhile investment. Sky

wonders about the board setting some time aside for the board to have a discussion about the services offered. Dr. Dorner believes in the value of this outside agency for a process that is structured and legitimate. Sky wants the board to reflect on how we value a decision and process as important for the school's direction as is this process. Sky believes that there should be a subgroup that further discusses the information.

15) Approval of a resolution to honor Dr. Meg Cavalier for her exceptional years of service - Sky, seconded by Maria.

- a) Michael Dorner – Aye
- b) Sheila Williams Ridge - Aye
- c) Discussion – None

16) Announcements – None

17) Motion to Adjourn – Maria, seconded by Sheila.

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

Meeting Adjourned at 6:47 pm

Submitted respectfully by Esteban Rodriguez-Hefty