
**CIXI
TRANSITIONAL SCHOOL DISTRICT OF THE
SPECIAL ADMINISTRATIVE BOARD**

OFFICIAL REPORT

**REGULAR BOARD MEETING
ST. LOUIS, MO
JANUARY 15, 2014**

M I N U T E S

The Special Administrative Board of the Transitional School District of the City of St. Louis met on the date noted above in Room 108 of the Administrative Building, 801 N. 11th Street, St. Louis, MO 63101.

CALL TO ORDER AND ROLL CALL

Mr. Sullivan called the meeting to order at 6:10PM on the following roll call.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

A quorum was present.

The Board and audience recited the Pledge of Allegiance.

PUBLIC COMMENTS

Page Lucks, Representative of the International Union of Painters and Allied Trades, District Council #2, read a prepared statement concerning how an employee of Aramark-Kwame secured a broken water pipe at Mallinckrodt School. A SLPS trade's person was also sent to Mallinckrodt to fix the water pipe. But according to Mr. Lucks, the SLPS employee left because he was not in agreement with the corrective measure taken by the Aramark-Kwame employee. Superintendent Adams requested a copy of Mr. Lucks' statement for follow-up.

SUPERINTENDENT'S REPORT

Announcements

- The Magnet School application deadline for the 2014-2015 school year is Saturday, February 1st.
 - In observance of the Martin Luther King holiday, District schools and offices will be closed Monday, January 20, 2014.
 - The District has partnered with four local church congregations to start a tutoring program. They are Central Baptist Church, Friendly Temple, New Covenant Methodist Church and Westside Missionary Church. The program will be held at the respective church and will start Saturday, January 25, 2014 from 10AM until noon/1PM. Eight (8) Saturday sessions
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will be held. A total of 100 students will participate. Tutors are former teachers and professionals. Training was conducted on reading and tutoring.

Information Items

- Mr. Leon Fisher, the District's Chief Financial Officer introduced Mr. Jeff Winter and Mary Kay Lofgren of Rubin Brown. They presented a brief overview of the District's annual audit for fiscal year ending June 30, 2013. Mr. Harry Rich, Chair of the District's Audit Committee also gave comments. The audit is a review of the District's financial statements and compliance with laws and regulations as it applies to federal and state bodies. Mr. Winter started with the Internal Controls. He stated the District made substantial improvements in light of the findings noted. The findings were around the financial statements, the general ledger and the bank reconciliation. Mr. Winter acknowledged a number of prior year recommendations were corrected and implemented.

Mrs. Lofgren reported on the Federal Compliance Findings, i.e., the Title I and II programs, the School Improvement Grant, Food Services, Time and Attendance, etc. The District acknowledged Mrs. Lofgren's report and has taken steps to address the findings.

Mr. Rich's comments concluded this report. He agreed there were significant improvements but offer these suggestions. The District could benefit on the financial side by securing an internal auditor (*Resolution Number 01-15-14-10*) compliance officer, update the SAP System (*Resolution Number 01-15-14-11*) currently in place and assure the policies and procedures are consistent and meet requirements of the federal programs.

- Mrs. Sheila Smith-Anderson provided a report on the 2013 Summer School Program. The summer school program operated with a staff of 476. Mrs. Anderson reported 6,739 students participated in the program at 22 sites throughout the District with an average daily attendance of 87%. Two thousand one hundred students qualified for perfect attendance incentives. Elementary and middle schools sponsored an Academic Fair where students, parents and community members engaged in project-based learning. Thirty (30) students graduated from high school as a result of the ACE program.
- The Teacher Matter Initiative report was presented by Mr. Jesse Dixon, Office of Academic Services, Ms. Yvette Levy, Pre-K Teacher at Buder Elementary and Dr. Elizabeth Bender, Principal at the Gateway STEM High School. Mr. Dixon provided the introduction. The District's Leadership Team along with other districts from various states participated in the Public Education Leadership Program (PELP) at Harvard University. The purpose was to dialogue and discern why effective teachers leave a district.

Mr. Dixon spearheads the initiative for the St. Louis Public Schools (SLPS). Using a 4 year scale, he showed the estimated dollars lost when an effective teacher leaves (SLPS). Ms. Levy reported National polls indicated teachers left because of dissatisfaction with the administration, insufficient support, and workplace conditions. Interestingly, salary rank at the bottom as a reason why teacher left a district.

Surveys for first and second year SLPS teachers revealed lack of support from administration was a most common concern followed by requests for support for teacher protocols, discipline technology and materials. Dr. Bender stated that every school now has an induction coordinator, a new teacher mentoring program and principal support and supervision.

- Rachel Seward gave a brief overview of a Mobile App the District will institute to enhance its communication methods with parents and students. She also presented a short viewing of a film that will be used as a marketing tool for the St. Louis Public Schools. The Mobile App is expected to go live February 2014. The short film will be shown in TV advertisements and movie theaters before the feature presentations. The anticipated date for the film to go live has yet to be determined.

Members entertained questions and comments at the close of each report. These reports can be reviewed in their entirety on the District's website.

BUSINESS ITEM(S): CONSENT AGENDA

Mr. Sullivan called for a motion and a second to approve Resolution Numbers 01-15-14-01 through 01-15-14-19 with the exception of Resolution Number 01-15-14-04 that was pulled from the Consent Agenda.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Numbers 01-15-14-01 through 01-15-14-19 with the exception of 01-15-14-04 that was pulled from the Consent Agenda.

Mr. Sullivan called for questions and comments. Mr. Sullivan addressed item 01-15-14-11. After a question and comment period, the motion died.

Mr. Sullivan called for a motion and a second to vote on Resolution Numbers 01-15-14-11 separately.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to take up Resolution Numbers 01-15-14-11 as a single item.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed.

Mr. Sullivan called for a motion and a second to approve Resolution Numbers 01-15-14-01 through 01-15-14-19 with the exception of Resolution Number 01-15-14-04 that was pulled from the Consent Agenda and Resolution Number 01-15-14-11 which will be taken up as a separate item.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Numbers 01-15-14-01 through 01-15-14-19 with the exception of Resolution Number 01-15-14-04 that was pulled from the Consent Agenda and Resolution Number 01-15-14-11 which will be taken up as a separate item.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed.

(01-15-14-01) To approve+ the amendment of Board Resolution 04-25-13-20, a contract with eSchool Solutions, Inc., to increase the cost by \$4,500.00. The two modules are for the addition of certified/classified employees to the system and for an average hours report module. If approved, the total cost of the contract will be \$19,300.00.

(01-15-14-02) To approve the correction of Board Resolution 06-27-13-12, a contract with the St. Louis Urban Debate League (SLUDL), to allow payment of up to \$7,000 to the St. Louis Urban Debate League. The original amount approved of \$90,000 will not change and includes the \$7,000 for training. Board Resolution 06-27-13-12 specifically indicated that no payments would be made to SLUDL, however SLUDL will be providing training for the SLPS coaches and their contract includes payment of up to \$7,000 for the training.

(01-15-14-03) To approve the amendment of Board Resolution 09-05-13-28, contracts with Blueprint Schools Network and Catapult Learning, to allow the addition of St. Louis Tutoring Company as an approved vendor. The original amount approved of \$4,500,000 will not change.

(01-15-14-04) PULLED

(01-15-14-05) To approve a contract with Dr. Mascheal Schappe for professional development coordination services outlined in the three-year Missouri Department of Elementary and Secondary Education "K-6 Mathematics and Science Partnership" grant, with Year 1 services to be provided beginning January 16, 2014 through September 30, 2014 at a cost not to exceed \$35,000.00.

(01-15-14-06) To approve a contract renewal with Scholastic Education to provide the related technology services for the use of the READ 180 and the Scholastic Reading Inventory for the elementary, middle and high schools for the period January 16, 2014 through January 15, 2015 at a cost not to exceed \$39,170.

(01-15-14-07) To approve a contract with the University of Missouri-St. Louis, through its Partnership for Evaluation, Assessment, and Research (PEAR), to conduct evaluation services outlined in the three-year Missouri Department of Elementary and Secondary Education "K-6 Mathematics and Science Partnership" grant, with Year 1 services to be provided January 16, 2014 through September 30, 2014 at a cost not to exceed \$28,000.00.

(01-15-14-08) To approve a contract with Maryville University for professional development services outlined in the three-year Missouri Department of Elementary and Secondary Education "K-6 Mathematics and Science Partnership" grant, with Year 1 services to be provided January 16, 2014 through September 30, 2014 at a cost not to exceed \$67,825.00.

(01-15-14-09) To approve a contract with Math Solutions for professional development services outlined in the three-year Missouri Department of Elementary and Secondary Education "K-6 Mathematics and Science Partnership" grant, with Year 1 services to be provided January 16, 2014 through September 30, 2014 at a cost not to exceed \$91,000.00.

(01-15-14-10) To approve a contract with an employment agency for the fees associated with securing one full-time permanent individual to fill the Internal Auditor position. The cost of the contract will not exceed \$30,000.00. The contract will be for the period of January 16, 2014 to June 30, 2014.

(01-15-14-12) To approve a contract renewal for maintenance and support with Huber & Associates of backup software for the virtualized server environment in the amount not to exceed \$8,400.00 for the period beginning February 22, 2014 through June 30, 2015.

(01-15-14-13) To approve a sole source contract renewal with The Missouri Reading Initiative to obtain the services of a consultant to provide the Froebel staff with research writing strategies for the period January 15, 2014 through May 31, 2014 at a cost not to exceed \$13,200.00.

(01-15-14-14) To approve the Memorandum of Understanding (MOU) with TJX Companies, Inc. Youth Business Institute (TJX) to implement the Youth Business Institute Program for students at Roosevelt and Vashon High Schools. The MOU will be for the period of January 16, 2014 through June 30, 2014.

(01-15-14-15) To approve the October and November 2013 Monthly Transaction Reports.

(01-15-14-16) To approve the revision of the Evaluation Procedural Plan. The revision would go into effect immediately.

(01-15-14-17) To rescind Board Resolution Number 08-19-10-07, a Whistleblower Policy and approve the revised version of the Whistleblower Policy per this Resolution Number, 01-15-14-17. A copy of the document is attached in its original version that shows the revisions.

(01-15-14-18) To approve the purchase of 825 fitness journals from Heptathlon, LLC at a cost not to exceed \$8,250 for Year 2 of the Aim to Fitness Grant.

(01-15-14-19) To approve the payment of the Excess Workers' Compensation Insurance Policy premium audit to Arch Insurance Company through our insurance broker Marsh USA for the 2012-2013 fiscal year. The payroll premium audit will result in an additional premium of \$7,179.00. The total audited premium will be \$225,546.00.

Mr. Sullivan called for a motion and a second to approve Resolution Number 01-15-14-11 that is inclusive of amending the ending date only of the contract from December 31, 2014 to December 31, 2015.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Number 01-15-14-11.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed.

(01-15-14-11) To approve a contract with EPI-Use for SAP enhancements and consulting services to be provided January 16, 2014 through December 31, 2015, ~~2014~~ at a cost not to exceed \$1,610,000. The project cost includes a 20% contingency.

Mr. Sullivan called for a motion and a second to approve Resolution Number 01-15-14-20.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Number 01-15-14-20.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed.

(01-15-14-20) To approve a contract with Air Masters Corporation to replace the boiler at Stix Elementary School. The work should begin on January 16, 2014 and end on March 31, 2014 at a cost not to exceed \$42,621.70, which includes a 10% contingency of \$3,874.70.

Mr. Sullivan called for a motion and a second to approve Resolution Number 01-15-14-21.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Number 01-15-14-21.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed.

(01-15-14-21) To approve a contract with Tech Electronics to provide District-wide reprogramming of the Notifier fire alarm systems at 23 schools. The work should begin on January 16, 2014 and end on March 31, 2014 at a cost not to exceed \$165,993.30, which includes a 10% contingency of \$15,090.30.

Mr. Sullivan called for a motion and a second to approve Resolution Number 01-15-14-22.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Number 01-15-14-22.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed

(01-15-14-22) To approve a contract with Simplex-Grinnell to provide District-wide reprogramming of the Simplex-Grinnell alarm systems at 11 schools. The work should begin on January 16, 2014 and end on March 31, 2014 at a cost not to exceed \$42,183.90, which includes a 10% contingency of \$3,834.90.

Mr. Sullivan called for a motion and a second to approve Resolution Number 01-15-14-23.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Number 01-15-14-23.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed

(01-15-14-23) To accept the Comprehensive Annual Financial Report (CAFR) and the Compliance Report for the Fiscal Year Ended June 30, 2013.

Mr. Sullivan called for a motion and a second to approve Resolution Number 01-15-14-24.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Number 01-15-14-24.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed

(01-15-14-24) To accept grant funds from the Community Development Administration of \$180,000.00. These funds will support the Community Education program in the calendar year January 1, 2014 through December 31, 2014.

Mr. Sullivan called for a motion and a second to approve Resolution Number 01-15-14-25.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Number 01-15-14-25.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed

(01-15-14-25) To approve a contract with the Offor Walker Group to engage with the St. Louis Public School District to recruit and onboard 3-5 new principals for the 2014-15 School Year. The contract will not exceed \$185,000 and the cost will be shared equally by the District, the Regional Business Council and Civic Progress. The District's cost will not exceed \$62,000 toward this contract for the period January 16, 2014 through June 30, 2014.

BOARD MEMBER UPDATE(S)

Ms. Adams requested a report on the District's Archives for the February 5, 2014 meeting.

ADJOURNMENT

There being no further business before the Board in open session, on a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to adjourn at 7:20PM.

AYE: Ms. Adams, Mr. Sullivan

ABSENT: Mr. Gaines

The motion passed.