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**TRANSITIONAL SCHOOL DISTRICT OF THE CITY OF ST. LOUIS**  
**SPECIAL ADMINISTRATIVE BOARD**

**OFFICIAL REPORT**

**REGULAR MEETING**

**MARCH 6, 2018**

**ST. LOUIS, MO**

**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 above date. The meeting was held at the Administrative Building in Room 108, 801 North 11<sup>th</sup> Street, St. Louis, MO 63101. Those in attendance were Mr. Rick Sullivan, Mrs. Darnetta Clinkscale, Mr. Richard K. Gaines, Superintendent Dr. Kelvin Adams, Mr. Jeffrey St. Omer the District's legal counsel, and Ms. Ruth Lewis.

**CALL TO ORDER AND ROLL CALL**

Mr. Sullivan called the meeting to order at 5:34PM on the following roll call.

**AYE:** Mrs. Darnetta Clinkscale, Mr. Richard K. Gaines, Mr. Rick Sullivan

A quorum was present.

The Board and audience recited the Pledge of Allegiance.

**STUDENT/STAFF RECOGNITIONS**

Student Brooke Flowers, a senior at Metro High School was honored with the 2018 Spirit of Excellence Recognition this meeting. Ms. Flowers is a unique and exceptional basketball player. Ms. Flowers is the Missouri State High School holder in blocked shots at 803, rebound totals at 1,563 and double-doubles at 87. She is also the District's all-time leading scorer with 2045 points to date as a student athlete. Ms. Flowers was selected by the St. Louis Post Dispatch as *Athlete of the Week* for three consecutive years (2016 -2018). She has been accepted into St. Louis University's physical therapy program for students. After graduating her plans are to pursue the six-year doctor of physical therapy program at St. Louis University.

Principal Steve Mathes of Long Middle School was recognized as the February 2018 *Welcoming Employee of the Month*. Mr. Mathes is best described as a leader who believes in the power of diversity. With a student population of 48% who speaks their native language, Mr. Mathes provides his students and parents with a welcoming atmosphere and supportive interpreters who makes learning challenging and fun.

**PUBLIC COMMENTS**

None this meeting.

**APPROVAL OF MINUTES**

No minutes were presented for this meeting.

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## **SUPERINTENDENT REPORT**

### **INFORMATIONAL ITEMS**

(THE FOLLOWING ARE EXCERPTS OF THE REPORTS PRESENTED)

Ms. Anna Westlund, Director of Recruitment provided a status report on Teacher Recruitment. A *Recruitment Team* was formed consisting of the Director, a Customer Service Representative, five Teacher Leader Fellows and members of the School Leader Teams. Four initiatives were identified. They are: 1) build internal and external pipelines to recruit diverse and qualified candidates; 2) build brand and marketing strategies; 3) design equitable, competency-based selection tools and process; and 4) empower school leaders to lead recruitment and selection. As of these minutes, 233 teaching applications were screened; 150 phone interviews were conducted; 99 in-person panel interview were completed; 23 candidates were selected for specific schools for the upcoming school year; and 46 candidates were recommended for the 2018-2019 hiring pool. Teacher Recruitment is an addition to the Human Resources Division that was introduced under the Superintendent's New Initiatives for the 2017-2018 school year.

Mrs. Althea Albert-Santiago, Director of Food and Nutrition Services provided an update on the Food and Nutrition Services program. The Grab and Go Breakfast Carts now serves 23 schools. First semester Meal Participation rates for breakfast was 61% and lunch was 85%. Projected Southwest Foodservice Performance for 2017-2018 was 5.7M meals; revenues \$16.3M; expenditures \$15.9M and a surplus/deficit of \$0.4. The Partners for Breakfast in the Classroom Grant approved \$259,260.00 in grant dollars targeted for 46 District schools. Ms. Trina Ragain, Director of Community Engagement of Operation Food Search shared this grant opportunity at the SAB's September 28, 2018 meeting.

Closing the informational items with a report on Magnet and Choice Schools were Mr. Lou Kruger, Executive Director of Student Placement and Mr. Isaac Pollack, Association Superintendent. As of February 27<sup>th</sup>, total number of open seats for magnet and choice schools inclusive of elementary, middle and high for the upcoming school year is 4,466. The waiting list total is 1,114. Acceptance notices and placement updates were forwarded to parents the first week of March via email and/or US mail. Student recruitments and marketing strategies are underway such as phone call to district families, target neighborhoods with significant non-public population and those with a significant charter presence, digital advertising including social media, YouTube, web banners, and participation in community events, fairs and festivals.

Members entertained questions and comments after each presentation. The presentations in their entirety can be reviewed on the District's website.

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**BUSINESS ITEMS – CONSENT AGENDA**

Mr. Sullivan called for a motion and a second to approve Resolution Numbers 03-06-18-01 through 03-06-18-40, excluding items 03-06-18-07, 03-06-18-08, 03-06-18-09, 03-06-18-33, 03-06-18-34, 03-06-18-35 and 03-06-18-36. These items presents a conflict of interest for Mr. Gaines.

On a motion by Mr. Gaines and seconded by Mrs. Clinkscale on the following roll call vote, the Board voted to approve Resolution Numbers 03-06-18-01 through 03-06-18-40, excluding items 03-06-18-07, 03-06-18-08, 03-06-18-09, 03-06-18-33, 03-06-18-34, 03-06-18-35 and 03-06-18-36.

**AYE:** Mrs. Clinkscale, Mr. Gaines, Mr. Sullivan

**NAY:** None

The motion passed.

**(03-06-18-01)** To approve an amendment to Board Resolution 07-26-17-11, a contract renewal with Scholastic, to increase the contract by \$125,000.00 to provide the Guided Reading professional development and materials for the SIG schools. The District received notification from DESE of carryover funds in Cadre IV that must be spent by 6-30-18. If approved, the total amount of the contract will be \$325,000.00. The contract period remains the same, July 27, 2017 through June 30, 2018.

**(03-06-18-02)** To approve an amendment to Board Resolution 07-26-17-12, a contract renewal with Solution Tree, to increase the contract by \$275,000.00 to provide professional development and materials for the SIG schools. The District received notification from DESE of carryover funds in Cadre IV that must be spent by 6-30-18. If approved the total amount of this contract will be \$435,000.00. The contract period remains the same July 27, 2017 through June 30, 2018.

**(03-06-18-03)** To approve an amendment to Board Resolution Number 06-08-17-25, a contract renewal with Ricoh USA, Inc., to increase the contract by \$600,000 to cover the printing expenditures for the Engage NY open source curriculum and assessments. If approved, the total cost of the contract would be \$1,600,000.

**(03-06-18-04)** To approve a contract with Ricoh USA, Inc. to provide the Student Microfilm Records and Records Digitization services for the period March 19, 2018 through December 31, 2018 at a cost not to exceed \$100,000.00. The funds used for this project are Non-GOB revenue funds collected from transcript/record requests distribution over the past 9 years.

**(03-06-18-05)** To approve the renewal of an Agency Agreement with the St. Louis Public Schools Foundation to fundraise strategically in support of the District's initiatives, to secure funds for system-wide or school-specific projects, and to undertake and foster community engagement, policy development and advocacy and other activities for the period March 7, 2018 through June 30, 2019 at a cost not to exceed \$40,000.00, pending funding availability.

**(03-06-18-06)** To approve the renewal of qualified firms Clifton, Larson Allen, Brown Smith & Wallace and Showalter & Jambouri to perform internal audit services on an as needed basis during the period July 1, 2018 through June 30, 2019 at a total combined amount not to exceed \$25,000.00, pending funding availability.

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**(03-06-18-10)** To approve the renewal of the Microsoft Services Premier Agreement to provide problem resolution support that covers technology systems 24/7, training and workshops that keeps the Technology staff up to date on the latest technologies for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$84,500.00, pending funding availability.

**(03-06-18-11)** To approve a contract renewal with Belcan InfoServices to provide temporary technical personnel to be used in the Technology Department to support intranet, email accounts, and server administration for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$186,430.00, pending funding availability.

**(03-06-18-12)** To approve a contract renewal with Blue Bird Network to provide High Speed Internet Access for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$40,000.00 (pre-discount). The cost reflected is the total cost of the contract, pending receipt of the 2018 E-Rate Funding Commitment Decision Letter. The SLPS discounted portion is anticipated to be \$4,000.00 (10% SLPS match based

**(03-06-18-13)** To approve a contract renewal with Frontline - MyLearningPlan, an online electronic management system for professional development and teacher certification for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$45,000.00, pending availability. These serves are offered through a state contract as the preferred method of tracking this information.

**(03-06-18-14)** To approve a contract renewal with SoftChoice for the Microsoft School Agreement and other computer applications for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$270,000.00, pending funding availability.

**(03-06-18-15)** To approve a contract renewal with Kronos for maintenance services on the timeclock software application for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$150,000.00, pending funding availability.

**(03-06-18-16)** To approve a contract renewal with SAP America enterprise to provide maintenance and enterprise support services for the SAP financial system and the BSI Payroll Tax software for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$357,000.00, pending funding availability.

**(03-06-18-17)** To approve a contract renewal with SchoolDude for the annual licenses and operational support/maintenance of the software used by Building and Grounds to track work orders for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$25,000.00, pending funding availability.

**(03-06-18-18)** To approve a contract renewal with Huber & Associates for the virtualized environment maintenance and support for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$125,000.00, pending funding availability. This is year 2 of a 2-year renewal option.

**(03-06-18-19)** To approve a contract renewal with A T & T to provide a Fiber Wide Area Network (WAN) infrastructure Opt-e-man to support high speed data access for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$82,402 (SLPS match after E-Rate approval for the 2018 funding time period). The total value of the contract is \$824,020.00. This is year 1 of a 2-year renewal option.

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**(03-06-18-20)** To approve a contract with AT&T for cellular/wireless telephone service for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$165,000 (SLPS match-based on Free and Reduced rate) pending receipt of the 2018 E-Rate Funding Commitment Decision Letter. The total value of the contract is \$210,000.00 (pre-discount).

**(03-06-18-21)** To approve a contract with A T & T to provide POTS lines to support the SLPS telephone system for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$99,713 (SLPS match after E-Rate approval for the 2018 funding time period). The total value of the contract is \$110,000.00 (pre-discount).

**(03-06-18-22)** To approve a contract with Charter Business Solutions for local telephone service for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$60,000 (SLPS Match-based on Free and Reduced rate), pending receipt of the 2018 E-Rate Funding Commitment Decision Letter. The total cost of the contract is \$200,000.00 (pre-discount).

**(03-06-18-23)** To approve a contract with Charter to provide Smart trunks to support the SLPS telephone system for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$21,292.00 ~~\$7,056~~ (SLPS match after E-Rate approval for the 2018 funding time period). The total value of the contract is \$23,520.00 (pre-discount).

**(03-06-18-24)** To approve a contract with IPNS, LLC for network monitoring services for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$150,000.00, pending funding availability.

**(03-06-18-25)** To approve a contract with IPNS, LLC for the Wide Area Network (WAN) and Local Area Network (LAN) maintenance services for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$740,000.00 (SLPS match based on the Free and Reduced Rate). The SLPS discounted portion is anticipated to be \$111,000 but is contingent upon the availability of E-Rate under the new reauthorization.

**(03-06-18-26)** To approve a contract with IPNS, LLC for the CISCO network equipment end-of-life maintenance services for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$15,000 (SLPS match based on the Free and Reduced Rate) for maintenance at all eligible locations pending receipt of the 2018 E-Rate Funding Commitment with a possible renewal for 2 additional years. The annual cost will not exceed \$120,281.00.

**(03-06-18-27)** To approve a contract with IPNS, LLC for UPS equipment for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$13,900 after the 2018 E-Rate funding. The contract will be at a cost of \$89,760.00, before E-Rate reimbursement.

**(03-06-18-28)** To approve a contract with IPNS, LLC for the UPS Uninterruptible Power Supply (UPS) maintenance services for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$5,640 (pre-discount) pending receipt of the 2018 E-Rate Funding Commitment Decision Letter. The contract cost will be \$36,400.00 prior to receipt of the E-Rate funding.

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**(03-06-18-29)** To approve a contract with TSI, Inc. to provide PBX telephone maintenance for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$410,000.00, pending funding availability. The cost reflected is the total cost of the contract since this amount is no longer covered by E-Rate.

**(03-06-18-30)** To approve a contract with TSI, Inc. for cable maintenance services for the period July 1, 2018, through June 30, 2019 at a cost not to exceed \$59,783 (SLPS match based on the free and reduced rate) for local area network cabling maintenance at all eligible locations. This is pending on the receipt of the 2018 E-Rate funding commitment decision letter. The total value of the contract is \$423,730.00.

**(03-06-18-31)** To approve the renewal of a Memorandum of Understanding with Ready Readers to read aloud high quality children's literature to Pre-KG children for the period August 1, 2018 through June 30, 2019.

**(03-06-18-32)** To approve the renewal of a Memorandum of Understanding with the Parents as Teachers National Center to provide personal visits and group connections to the St. Louis City teen mothers and fathers for the period July 1, 2018 through June 30, 2019. This is the 3rd year of a 5-year grant agreement.

**(03-06-18-37)** To approve the workers' compensation incentive program for the period July 1, 2018 through June 30, 2019 and payment/prepayment of incentives as determined at a cost not to exceed \$175,000.00, pending funding availability and contingent upon the Board's review of the workers' compensation program analysis.

**(03-06-18-38)** To approve the adoption of the College Preparatory Algebra course to be taught at high schools for the 2018-2019 academic year. There is no cost associated with this request.

**(03-06-18-39)** To approve an initiative to increase the percentage of core teaching vacancies filled by qualified applicants and to increase the average principal satisfaction with teacher recruitment. This initiative is wholly funded by the Parsons Blewett Memorial Fund in the amount of \$226,400 and requires no additional District funding.

**(03-06-18-40)** To approve a sole source contract with the St. Louis Teacher Residency Program to provide the District with teachers in "hard-to-staff" grade levels and subject areas for schools that sustain perennial challenges with teacher retention and effectiveness for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$80,000.00.

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Mr. Sullivan called for a motion and a second to approve Resolution Numbers 03-06-18-07, 03-06-18-08, 03-06-18-09, 03-06-18-33, 03-06-18-34, 03-06-18-35 and 03-06-18-36.

On a motion by Mrs. Clinkscale and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Numbers 03-06-18-07, 03-06-18-08, 03-06-18-09, 03-06-18-33, 03-06-18-34, 03-06-18-35 and 03-06-18-36.

**AYE:** Mrs. Clinkscale, Mr. Sullivan  
**ABSTAIN:** Mr. Gaines  
**NAY:** None

The motion passed.

**(03-06-18-07)** To approve a contract renewal with Cannon Cochran Management Services, Inc. (CCMSI) to provide the workers' compensation claims administration services for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$135,000.00, pending funding availability. This is year 2 of a 5-year renewal option.

**(03-06-18-08)** To approve a contract renewal with Marsh USA to provide insurance broker services for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$75,000.00, pending funding availability. This is year 3 of a 4-year renewal option.

**(03-06-18-09)** To approve a contract renewal for the Excess Workers' Compensation Insurance Policy with State National Insurance through our insurance broker Marsh USA for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$115,840.00, pending funding availability. A 5% contingency in the premium is subject to audit of projected payroll.

**(03-06-18-33)** To approve the renewal of the School Management Liability Insurance Policy from HISCOX through our insurance broker Marsh USA for period July 1, 2018 through June 30, 2019 at a cost not to exceed \$214,000.00, pending funding availability.

**(03-06-18-34)** To approve the renewal of the All-Risk Insurance Policies with Travelers, Landmark, XL and State National Insurance Companies purchased through our insurance broker, Marsh USA, for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$624,403.00, pending funding availability. The cost includes a 5% contingency amount.

**(03-06-18-35)** To approve a renewal purchase of the Athletic Accident Insurance Policy through our broker, R.S. Klostermeyer & Associates for the period August 1, 2018 through July 31, 2019 at a cost not to exceed \$40,000.00, pending funding availability.

**(03-06-18-36)** To approve a renewal purchase of the Automobile Liability and Physical Damage Insurance with State Farm Insurance Company for the period July 1, 2018 through June 30, 2019 at a cost not to exceed \$185,123.00, pending funding availability. The cost includes a 5% contingency amount.

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Mr. Sullivan called for a motion and a second to approve Resolution Number 03-06-18-41. On a motion by Mr. Gaines and seconded by Mrs. Clinkscale on the following roll call vote, the Board voted to approve Resolution Number 03-06-18-41.

**AYE:** Mrs. Clinkscale, Mr. Gaines, Mr. Sullivan

**NAY:** None

The motion passed.

**(03-06-18-41)** To approve the acceptance of Refugee Children School Impact Grant funding from the Missouri Department of Elementary and Secondary Education in the amount of \$190,680.00. These funds will support refugee students who have been in the country less than 1 year and refugee students who have been in the country less than 3 years at the beginning of the school year and have academic and social adjustment needs. The grant period is October 1, 2017 through September 30, 2019.

Mr. Sullivan called for a motion and a second to approve Resolution Number 03-06-18-42. On a motion by Mrs. Clinkscale and seconded by Mr. Gaines on the following roll call vote, the Board voted to approve Resolution Number 03-06-18-42.

**AYE:** Mrs. Clinkscale, Mr. Gaines, Mr. Sullivan

**NAY:** None

The motion passed.

**(03-06-18-42)** To approve a contract with American Boiler to provide mechanical upgrades at KIPP @ Pruitt, for the period April 5, 2018 through August 15, 2018 at a cost not to exceed \$483,890.00, which includes a 10% contingency of \$43,990.00, pending funding availability. This cost is 100% incurred by KIPP.

## **BOARD REPORT**

None.

## **ADJOURNMENT**

There being no further business before the Board, on a motion by Mr. Gaines and seconded by Mrs. Clinkscale on the following roll call vote, the Board voted to adjourn at 6:37PM.

**AYE:** Mrs. Clinkscale, Mr. Gaines, Mr. Sullivan

**NAY:** None

The motion passed.