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

OFFICIAL REPORT

**TAX LEVY MEETING
REGULAR BOARD MEETING
ST. LOUIS, MO
SEPTEMBER 26, 2013**

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 in Room 108 of the Administrative Building, 801 N. 11th Street, St. Louis, MO 63101. Prior to the regular meeting, the Tax Levy meeting convened for citizens to be heard on the proposed property tax rate to be set by the Special Administrative Board of the Transitional School District of the City of St. Louis.

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 5:55PM. Mr. Sullivan called for a motion and a second to adjourn executive session and to convene the Tax Rate meeting. On a motion by Ms. Adams, and seconded by Mr. Sullivan, on the following roll call vote, the Board voted to move from executive session into the Tax Rate meeting.

AYE: Ms. Adams Mr. Sullivan

ABSENT: Mr. Gaines

A quorum was present.

The Board and audience recited the Pledge of Allegiance.

Mr. Leon Fisher, Treasurer/Chief Financial Officer gave the FY 2013-2014 Tax Levy presentation. The tax rates are set to produce the revenues that the budget for the fiscal year beginning shows to be required. Mr. Fisher provided highlights of the 2013 Tax Levy, Historical Analysis and the Tax Levy Revenues. The proposed tax rate must be submitted by October 1, 2013 to the City of St. Louis Tax Assessor and the State Auditor's Office.

At the conclusion of the presentation, Mr. Sullivan called for public comments; there were none.

Mr. Sullivan called for a motion and a second to approve the Tax Rate. On a motion by Ms. Adams, and seconded by Mr. Sullivan, on the following roll call vote, the Board voted to approve a Tax Rate of \$4.3711.

AYE: Ms. Adams Mr. Sullivan

ABSENT: Mr. Gaines

This report can be viewed in its entirety on the District's website.

There being no further business, at 6:10PM Mr. Sullivan called for a motion and a second to adjourn. On a motion by Ms. Adams, and seconded by Mr. Sullivan, on the following roll call vote, the Board voted to adjourn the Tax Rate meeting.

AYE: Ms. Adams Mr. Sullivan

ABSENT: Mr. Gaines

REGULAR SESSION

Mr. Sullivan called for a motion and a second to convene regular session. On a motion by Ms. Adams, and seconded by Mr. Sullivan, on the following roll call vote, the Board voted to move from the Tax Rate meeting and into open session.

AYE: Ms. Adams Mr. Sullivan

ABSENT: Mr. Gaines

APPROVAL OF MINUTES

Mr. Sullivan called for a motion and a second to approve the September 5, 2013 open minutes. On a motion by Ms. Adams, and seconded by Mr. Sullivan, on the following roll call vote, the Board voted to approve the September 5, 2013 open minutes.

AYE: Ms. Adams Mr. Sullivan

ABSENT: Mr. Gaines

STUDENT/STAFF RECOGNITION(S)

A mother and daughter team were recognized to receive the *Spirit of Excellence Award*. Terri Zimmerman and Julianna Zimmerman are classroom teachers. Terri is at Buder and Julianna is at Cote Brilliante. When a tornado struck Moore, Oklahoma on May 20, 2013, their teacher instincts kicked in by spear heading a drive for school supplies. An overwhelming portion of donation claimed its seating in a U-Hal van to Moore, Oklahoma. Terri and Julianna divided the supplies between the Plaza Towers and Briarwood Elementary Schools.

PUBLIC COMMENTS

There were no public comments.

SUPERINTENDENT'S REPORT

Announcements

✦ Two (2) Public Engagement Sessions will be held to talk about the future of Shenandoah and Mann Schools. The purpose of the sessions is to gather feedback to determine the formation of a 21st Century environment with a 21st Century education for the District's current and future students. The sessions will take place at two locations; one at Roosevelt High School in the cafeteria on Tuesday, October 2nd, from 6PM until 8PM and the other at Cleveland NJROTC also in the cafeteria on Saturday, October 5th from 10AM to noon.

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- ✦ Friday, September 27th is Professional Development Day for staff. There's no school for students.

Information Items

Note: The Facilities Update Report was listed on the Consent Agenda but was not presented. It will be presented at a future date.

- ✦ **Audit Response:** In February 2012 the District was notified by the Office of the State Auditor that an audit review will be performed on various operations of the District. On September 4, 2013 the State Auditor's Office provided the results of the audit that also included corrective recommendations. The District has 90 days to respond. Below is an excerpt of the District's action plan.

- ✓ Update current board policies for retention, program reviews and bid practices.
- ✓ Perform a cost analysis for legal services and other contracted services as well as vehicle reimbursement allowances.
- ✓ Ensure the Sunshine Law is followed regarding Closed Sessions and Committee Meeting minutes
- ✓ Hire an Internal Auditor.
- ✓ The District will provide progress updates through communications methods such as the web, electronically, media and in-person.

The District's goal is to demonstrate a firm commitment in addressing each finding. A meeting will be scheduled in early December with the State Auditor to review the District's action plan.

- ✦ **Human Resources Update:** The report provided updates on Staffing Comparisons, Vacancy Comparisons, The St. Louis Plan, Certification Data, and Leave of Absences for fiscal years 2011-2012 to the current year. Updates were also given on Substitute Teacher and Teacher Absenteeism.

The Staffing Comparisons defined the number of new hires, resignations, retirements and terminations for both certificated and non-certificated employees. The 2012-2013 year showed high figures in New Hires and Retirements. The higher numbers were due to the Districts Hiring Fair and the Early Retirement Incentive Program. Vacancy Comparison for the 2013-2014 school year indicated 52 vacancies at the elementary level and 21 at the secondary level. The St. Louis Plan (Plan) is almost at capacity. One hundred fifty (150) slots out of 153 have been filled. But it should be noted the Plan now supports tenured teachers along side new teachers. The administration is exploring an incentive program for teacher absenteeism with the hopes of implementing the program this fall.

✦ Enrollment Update: As of day thirty three of the 2013-2014 school year enrollment totals are 15,716 for elementary, 3,910 for middle, 6,648 for high schools, 959 for the alternative program and for the first time, PreK slots are filled (PreK totals are included in the elementary count).

At the conclusion of each report, members entertained questions and comments. These reports can be viewed 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 09-26-13-01 through 09-26-13-21 with the exception of Resolution Number 09-26-13-07 that was approved at the September 5, 2013.

On a motion by Ms. Adams, and seconded by ¹Mr. Gaines on the following roll call vote, the Board voted to approve Resolution Numbers 09-26-13-01 through 09-26-13-21 with the exception of Resolution Number 09-26-13-07 that was approved at the September 5, 2013.

AYE: Ms. Adams, Mr. Gaines, Mr. Sullivan

The motion passed.

09-26-13-01 To approve the amendment of Board Resolution 07-25-13-10, a contract with Supplemental Health Care, to increase the cost by \$495,900 for the procurement of 10 additional contract nurses to fill current nursing vacancies. The Board originally approved \$862,524. If approved, the total cost for these services will now be \$1,358,424.

09-26-13-02 To ratify a contract renewal with the Alliance of Parent and Children for Educational Empowerment, Inc. to provide parent resource centers at Walbridge and Langston Schools for the period August 21, 2013 through May 31, 2014 at a cost not to exceed \$173,604.20.

09-26-13-03 To ratify a contract renewal with HP, Inc. to provide *Openview*, the Network Node Manager software that is used to monitor the status of the network for the period July 1, 2013 through June 30, 2014 at a cost not to exceed \$35,000.

09-26-13-04 To ratify a membership renewal in the International Baccalaureate Organization for the Metro Academic and Classical High School for the period September 1, 2013 through August 31, 2014 at a cost not to exceed \$10,660.

¹ Mr. Gaines arrived during this portion of the meeting.

09-26-13-05 To ratify an emergency approval to purchase a new chiller from American Boiler Mechanical for Herzog Elementary School at a cost not to exceed \$93,700.

09-26-13-06 To ratify a purchase of pre-paid Visa gift cards from US Bank to be used to purchase lunch meals for Beaumont High School students who are participating in the Dual Enrollment/Early College Academy program at a cost not to exceed \$9,000.

09-26-13-07 To approve a contract with the Cooperating School District to act as the fiscal agent for the St. Louis Community Monitoring and Support Task Force for the fiscal year 2013-2014 at a cost not to exceed \$62,500.

APPROVED AT THE
SEPTEMBER 5, 2013 Meeting

09-26-13-08 To approve a contract renewal with The Children's Academy (Academy) for the District to provide lunches for 20 students on a daily basis for the period October 1, 2013 through September 30, 2014. The Academy will reimburse the District at a rate of \$2.54 per meal with total reimbursement being \$12,242.80.

09-26-13-09 To approve a sole source contract renewal with the St. Louis Zoo for science courses and experiences for the period September 30, 2013 through May 15, 2014 at a cost not to exceed \$22,590.

09-26-13-10 To approve a sole source contract renewal with the St. Louis Society for the Blind and Visually Impaired for collaboration with the community services project for the period September 30, 2013 through May 15, 2014 at a cost not to exceed \$14,000.

09-26-13-11 To approve a sole source contract renewal with the Missouri Botanical Garden to provide math and science courses for the period September 30, 2013 through May 15, 2014 at a cost not to exceed \$26,320.

09-26-13-12 To approve a sole source contract renewal with the St. Louis Science Center to provide math and science courses for the period September 30, 2013 through May 15, 2014 at a cost not to exceed \$19,350.

09-26-13-13 To approve a membership renewal with AVID for membership licensing fees at a cost not to exceed \$27,080 for the period October 1, 2013 through June 30, 2014.

09-26-13-14 To approve a Memorandum of Understanding with the Young Men's Christian Association to provide after school and evening programs for the period September 27, 2013 through June 30, 2014.

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- 09-26-13-15** To approve a Memorandum of Understanding with the Assistance League to provide school and community resources to assist the District's parents and students thereby increasing the student's attendance and achievement for the period September 27, 2013 through June 30, 2014.
- 09-26-13-16** To approve the renewal of a Memorandum of Understanding with St. Louis University to provide training and mentoring for prospective occupational therapists for the period September 27, 2013 through June 30, 2014.
- 09-26-13-17** To approve a purchase of 250 software licenses (for students) from Achieve3000, Inc. at a total cost not to exceed \$12,000.
- 09-26-13-18** To approve the modifications to the Performance Based Teacher Evaluation System in order to meet new requirements as established by the Department of Elementary and Secondary Education.
- 09-26-13-19** To approve the Local Compliance Plan Certification Statement, Part B of the Individuals with Disabilities Act to be submitted to the Department of Elementary and Secondary Education.
- 09-26-13-20** To approve Amendment #3 to the Fiscal Year 2012-2013 General Operating Budget.
- 09-26-13-21** To approve the July 2013 Monthly Transaction Report.
- 09-26-13-22** To authorize the Superintendent to exercise discretion in the expenditures of the School Improvement Grant (SIG). This discretion request includes the authority to accept the funds (\$4,386,150) and to process time sensitive items as deemed required.

APPROVED AT THE
SEPTEMBER 5, 2013 Meeting

Mr. Sullivan called for a motion and a second to approve Resolution Number 09-26-13-23.

On a motion by Ms. Adams, and seconded by Mr. Gaines on the following roll call vote, the Board voted to approve Resolution Number 09-26-13-23.

AYE: Ms. Adams, Mr. Gaines, Mr. Sullivan

The motion passed.

09-26-13-23 To approve the FY 2013-2014 Fall Bus Routes.

Mr. Sullivan called for a motion and a second to approve Resolution Number 09-26-13-24.

On a motion by Ms. Adams, and seconded by Mr. Gaines on the following roll call vote, the Board voted to approve Resolution Number 09-26-13-24.

AYE: Ms. Adams, Mr. Gaines, Mr. Sullivan

The motion passed.

09-26-13-24 To approve a contract with Raineri Construction Company to install a wheelchair lift at Nottingham CAJT High School. The work should begin on October 10, 2013 and end December 31, 2013 at a cost not to exceed \$43,963.70 which includes a 10% contingency of \$3,996.70.

Mr. Sullivan called for a motion and a second to approve Resolution Number 09-26-13-25.

On a motion by Ms. Adams, and seconded by Mr. Sullivan on the following roll call vote, the Board voted to approve Resolution Number 09-26-13-25.

AYE: Ms. Adams, Mr. Sullivan

NO VOTE CAST: Mr. Gaines

The motion passed.

09-26-13-25 To approve the re-commissioning costs to reopen Mitchell Elementary School for the 2014-2015 school year. The work shall begin on September 27, 2013 and be completed no later than May 1, 2014.

{Item 09-26-13-26 was removed and placed on the October 9, 2013 Consent Agenda for action.}

09-26-13-26 To approve the amendment of Board Resolution Number 11-15-12-26, a contract with Development Resources Partners to extend the contract period starting October 1, 2013 and ending on December 31, 2013. The current contract period will expire on September 30, 2013. Development Resources provides the District's real estate services

BOARD MEMBER UPDATE(S)

There were no updates.

ADJOURNMENT

There being no further business before the Board in open session, on a motion by Ms. Adams, and seconded by Mr. Gaines on the following roll call vote, the Board voted to adjourn at 6:50PM.

AYE: Ms. Adams, Mr. Gaines, Mr. Sullivan