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## BOARD OF EDUCATION OF THE CITY OF ST. LOUIS

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Board Work Session  
St. Louis, MO  
February 26, 2019

### MINUTES

The Board of Education of the City of St. Louis met in Open Session for a work session on the date noted above at Metro Academic and Classical High School, at 4015 McPherson Ave, St. Louis, MO 63108.

#### **1 and 2. CALL TO ORDER AND ROLL CALL**

The meeting came to order at 6:30 p.m.

PRESENT: Charli Cooksey (6:38 p.m), Donna Jones, Susan Jones, Joyce Roberts, Dorothy Rohde Collins, Katherine Wessling

ABSENT: Natalie Vowell

A quorum was present.

#### **3. APPROVAL AND ADOPTION OF THE FEBRUARY 26, 2019 WORK SESSION AGENDA.**

All agreed to proceed with the amended February 26, 2019 Work Session Agenda.

#### **4a. TRAINING PRESENTATIONS: GENERAL OPERATIONS**

Deputy Superintendent of Operations Roger CayCe presented an update on the Department of Operations for St. Louis Public Schools. Topics included:

- An organizational chart for the Department of Operations
- A summary of the Operations Department
- A summary of the Facilities Division
- A summary of the Food and Nutrition Services Division
- A summary of the Transportation Division
- A summary of the Real Estate Division
- A summary of the Safety and Security Division

## FINAL

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A discussion took place between the Board, Director of Transportation Toyin Akinola, Director of Food and Nutrition Services Althea Albert-Santiago, and Deputy Superintendent Roger CayCe on the presentation:

- Ms. Katherine Wessling commented that the rate for afternoon buses is down.
- Ms. Toyin Akinola commented that the low percentages are due to the severity of the winter weather this year.
- Ms. Katherine Wessling asked if school based officers carry weapons.
- Colonel Lisa Taylor commented that stationary officers are unarmed.
- Ms. Donna Jones asked if there could be a text messaging service to notify parents when buses would not be arriving as scheduled.
- Ms. Toyin Akinola commented that no such text messaging program currently exists, but that a parent portal exists to allow parents to see where buses are in real time.
- President Dorothy Rohde Collins asked for additional details on afternoon supper.
- Ms. Althea Albert-Santiago commented that 45 schools are participating in supper, and that these students receive a full meal, similar to breakfast and lunch.
- Dr. Joyce Roberts asked who determined the schools for the supper program.
- Ms. Althea Albert-Santiago commented that the chosen schools were ones with 21<sup>st</sup> Century programs or with athletic programs, but that the plan is expand the program over time.
- Ms. Susan Jones asked how the district determines good health practices, as compared to other districts.
- Ms. Althea Albert-Santiago commented that the district works with the USDA, who determines our guidelines. The district and food vendor work with dieticians and student focus groups to ensure that all food served is wholesome, fits the guidelines for calories and nutrients, and is appealing to students.
- Ms. Susan Jones asked what vegan options were present.
- Ms. Althea Albert-Santiago commented that the district currently provides vegetarian options, and is working on vegan options.
- Ms. Katherine Wessling commented that few vegetarian options were present beyond cheese pizza and nachos.
- Ms. Althea Albert-Santiago commented that currently hummus is offered, and that the district is working with vegans and vegetarians to determine other options.
- Ms. Katherine Wessling asked if a survey was administered to determine how many kids need those meals.
- Ms. Althea Albert-Santiago commented that no survey has been administered as of yet, but that focus groups are held at the high school level, and that this is an idea that can be examined moving forward.
- Ms. Katherine Wessling commented that many vegetarian students don't eat because the vegetarian options will run out.
- Ms. Susan Jones asked what processes the district has in place for alternative milk options.
- Ms. Althea Albert-Santiago commented that the district works with nurses to process allergies, including having the family fill out a prescription form with a doctor. Then, alternative forms of milk are provided.

#### **4b. TRAINING PRESENTATIONS: HUMAN RESOURCES**

Deputy Superintendent of Human Resources Charles Burton presented an update on the Department of Human Resources for St. Louis Public Schools. Topics included:

- An organizational chart for the Department of Operations
- A summary of Recruitment and Selection
- A summary of Staffing and HRIS
- A timeline for key staffing and HRIS activities
- A summary of Employee Relations
- A summary of Employee Benefits
- A summary of the Wellness Program

A discussion took place between the Board, Director of Staff Recruitment Anna Westlund, Deputy Superintendent of Human Resources Charles Burton, Deputy Superintendent of Academics Dr. Paula Knight, Deputy Superintendent of Operations Roger CayCe, and Superintendent Dr. Kelvin Adams on the presentation:

- Dr. Joyce Roberts asked for additional details on the pre-hire cohort.
- Mr. Charles Burton commented that schools with a history of high teacher vacancies are allowed to hire earlier in the year and to overstaff, given that this schools historically have between three and five staff members resign over the summer.
- Dr. Joyce Roberts asked for additional information on the “Grow Your Own” initiative.
- Mr. Charles Burton commented that this program identifies non-certificated staff within the district, and guides them through several teacher-training programs, including St. Louis Teacher Residency. Tutors for the required assessments can also be provided.
- Dr. Joyce Roberts asked if the pre-hire cohort targeted the lowest performing schools, or schools with the highest number of substitute teachers.
- Ms. Anna Westlund commented that the schools had to be those formerly designated as focus and priority schools. The gap between the number of vacancies at the start of the year at the schools in this pre-hire cohort and the overall district has closed.
- Dr. Joyce Roberts asked if all teachers are certificated in the district.
- Ms. Anna Westlund commented that 95% of teacher positions in the district are filled with certificated teachers, and the rest are filled with substitute teachers.
- Dr. Joyce Roberts asked about international teachers, and if schools are being asked to follow up on social security cards.
- Mr. Charles Burton commented that this is being handled by Human Resources, not schools.
- Ms. Donna Jones asked if GeoVisions is being used to hire international teachers, and if so, where they are teaching in the district.
- Mr. Charles Burton commented that the district is recruiting for hard-to-fill positions, especially in Math and Science, but that the district would make them available to be interviewed and selected by principals and would not impose them.
- Ms. Katherine Wessling asked how the district defines “persons of color.”
- Mr. Charles Burton commented that the district defines “persons of color” as not Caucasian, but that the district also has specific goals for African American staff members.
- Ms. Katherine Wessling asked what were effective ways to retain teachers, given that salary is not always the biggest incentive.

## FINAL

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- Mr. Charles Burton commented that survey data collected by the district pointed to the following priorities: 1) Working Conditions, 2) Retirement, 3) Compensation, 4) Building Leaders. This year, principals have had trainings on “stay conversations.”
- Ms. Katherine Wessling asked if working conditions referred to relationships between staff members, the physical status of the building, or supplies.
- Mr. Charles Burton commented that working conditions referred to resources, feeling supported, and secondary trauma.
- Vice President Charli Cooksey commented that it appears that the district has streamlined processes, systems and technology to support recruitment and retention. Vice President Charli Cooksey asked if disaggregated data is being tracked on recruitment, retention and development practices to determine trends in student performance.
- Superintendent Kelvin Adams commented that this work falls under Goals 1 and 2 of the district’s Transformation Plan. Assessment of teachers based on academic outcomes is not tied to performance tools at this time.
- Vice President Charli Cooksey asked in what ways the academic department and principals work with Human Resources to synergize.
- Mr. Charles Burton commented that he and Deputy Superintendent of Academics Dr. Paula Knight meet every week with a team that involves members of Academics and Human Resources. Teacher evaluations are now electronic.
- Vice President Charli Cooksey asked what the role of Human Resources is in professional development.
- Mr. Charles Burton commented that Human Resources mostly focuses on compliance and legal requirements.
- Ms. Susan Jones asked from which university most teachers for the district come.
- Ms. Anna Westlund commented that the University of Missouri, St. Louis is one of the district’s largest feeder programs, that Harris-Stowe State University has suspended their certification program, and that the district has partnerships with all local schools of education.
- Mr. Charles Burton commented that the district recently held an information session for non-certificated employees with 12 local universities.
- Ms. Susan Jones asked which schools are hard to staff and why.
- Superintendent Kelvin Addams commented that all target and priority schools are hard to staff, usually caused by teacher turnover. Stable leadership does make it more likely for staff to stay.
- Ms. Susan Jones asked for more information on the building of pipelines for staff committed to the community and the district.
- Mr. Charles Burton commented that the district sent a request in the fall to all non-certificated staff for interest in pipeline programs.
- Ms. Susan Jones asked if the district had a teacher referral program.
- Mr. Charles Burton commented that, if an employee refers a teacher and they get hired, that employee receives \$200.
- Ms. Susan Jones asked about principals who are not certified, but are given temporary authority.
- Mr. Charles Burton commented that principals are not hired directly out of Human Resources. For teachers, if the teacher is in a program to earn certification, the teacher can get temporary certification. It is always the goal of the district to find teachers who are already certified.

## FINAL

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- Ms. Susan Jones asked about how Human Resources works with the district's marketing department.
- Mr. Charles Burton commented that Human Resources works closely with the Office of Institutional Advancement to develop marketing materials and to shape all Human Resources messaging.
- Dr. Joyce Roberts asked how the district supports building leadership to be comfortable with analyzing data.
- Mr. Charles Burton commented that Human Resources does not currently play a role in this.
- Deputy Superintendent Paula Knight commented that the district is bringing in new principals for Saturday sessions and New Leader Induction in June.
- Ms. Donna Jones asked how the district is recording professional development trainings or other training programs for future reference.
- Deputy Superintendent Paula Knight commented that the district has catalogued sessions, content, and objectives from the cohort-model professional development sessions this year, and that recordings have been suggested by teachers.
- Dr. Joyce Roberts asked if everyone is aware of which schools have been designated as Target and Comprehensive. Dr. Joyce Roberts also asked how the schools might be upgraded if they are in poor condition.
- Deputy Superintendent Roger CayCe commented that the district has done a facility study (FCAP) to assess the condition of the schools, including roofs, tuckpointing, restrooms, and water fountains. The district utilizes a program called School Dude, where principals submit specific work concerns.
- Ms. Katherine Wessling asked if the district knows how many teachers are former SLPS students.
- Deputy Superintendent Charles Burton commented that the district does not currently collect that data.

### **5. UPDATE ON TRAINING AND TRANSITION**

President Dorothy Rohde Collins presented an update on the Training and Transition Process:

- Videos of all Missouri School Boards' Association (MSBA) trainings are available to the Board through OneDrive or via an email download.
- Superintendent Kelvin Adams, Special Administrative Board President Rick Sullivan, and President Dorothy Rohde Collins presented to the Board of the Missouri Department of Elementary and Secondary Education on February 19, 2019. Many DESE Board members shared a positive feedback to the presentation.
- Dr. Joyce Roberts commented that she heard the presentation from start to finish, that President Dorothy Rohde Collins represented the Elected Board in an outstanding manner, and that Mr. Rick Sullivan commented that had written a letter to DESE putting his support behind the transition of governance.

President Dorothy Rohde Collins presented an update on the upcoming Board candidate forum:

- The St. Louis Public Schools Foundation and the League of Women Voters will hold a candidate forum for the upcoming April election on March 13, 2019 at 6:00 p.m. at Central Visual and Performing Arts High School.



## FINAL

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- Five of the seven candidates have confirmed their attendance.
- There will be another forum on March 25, 2019 at Central Library by the St. Louis Young Democrats.

President Dorothy Rohde Collins continued the update on the Training and Transition Process:

- President Dorothy Rohde Collins will discuss the cancellation of the Board's March Work Session with the Superintendent since it is scheduled over Spring Break.
- Feedback from State Board Member Dr. Vic Lenz has been positive regarding the training and transition process.
- Vice President Charli Cooksey commented that she had previously asked for consent agenda items to demonstrate alignment to the Transformation Plan, but was unclear if it was perceived as feedback, if it will be implemented immediately, or if it will be considered once governance returns.
- President Dorothy Rohde Collins commented that the request has been heard, that it is on the district's radar, and that it is not something that can be done immediately. Currently, President Dorothy Rohde Collins is working to get copies of Transformation Plan 3.0.

### **6. COMMITTEE ASSIGNMENTS**

President Dorothy Rohde Collins presented an update on Committee Assignments:

- President Dorothy Rohde Collins asked Vice President Charli Cooksey if she would be interested in serving on a committee while not on the Board, after the election.
- Vice President Charli Cooksey commented on her interest in participating in the Pillar 1 committee.
- Ms. Susan Jones commented that the assignments should be revisited after the April Board election so that newly-elected Board members will have the opportunity to serve.
- President Dorothy Rohde Collins commented that length and timing of committee appointments should be considered in the future.

President Dorothy Rohde Collins presented the following committee appointments:

- Ms. Susan Jones would serve on the Audit Committee.
- Vice President Charli Cooksey would serve on the Transformation Plan 3.0 Pillar 1 Committee.
- President Dorothy Rohde Collins would serve on the Transformation Plan 3.0 Pillar 2 Committee, given her skill set and training.
- Dr. Joyce Roberts would serve on the Transformation Plan 3.0 Pillar 4 Committee.
- Secretary Natalie Vowell would serve on the Transformation Plan 3.0 Pillar 5 Committee on community partnerships.
- Ms. Donna Jones would serve on the Real Estate and Graduation Committees.
- All committees meet monthly or twice per month, except for the Audit Committee which meets twice per year.
- Ms. Susan Jones commented that she would not be able to participate before 4:00 p.m.
- Dr. Joyce commented on her preference to also serve on the Transformation Plan 3.0 Pillar 1 Committee.
- President Dorothy Rohde Collins commented on her preference that all Board Members have one committee, with the exception of Ms. Donna Jones due to her historical

## FINAL

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involvement in her current two committees. This would allow newly elected Board Members to have a place to serve that is of value to the Board.

### **7. UPCOMING PROFESSIONAL DEVELOPMENT OPPORTUNITIES**

President Dorothy Rohde Collins presented the following Professional Development opportunities:

- For the following opportunities, President Dorothy Rohde Collins will provide a date for submission of interest.
- The Missouri School Boards' Association will host a Spring Regional Meeting on the evening of Wednesday, May 1, 2019, at University City High School. The meeting will consist of dinner and a presentation, with other school districts in the area.
- The Missouri School Boards' Association will also host a Leadership Summit from June 7-9, 2019, in St. Charles, Missouri.
- Vice President Charli Cooksey commented that she has access to a policy advisor that could assist the Board with an audit of existing district policies or with the development of a brief of current district policies for the Board at no cost to the district.

### **8a. NORMS AND EXPECTATIONS: UPDATE FROM NORMS COMMITTEE**

Vice President Charli Cooksey presented the update from the Norms Committee:

- Vice President Charli Cooksey and Dr. Joyce Roberts were tasked to work as the Norms Committee.
- The draft presented at this Work Session is a fusion of norms drafted by Dr. Joyce Roberts and the work done by the Board at the last Work Session.
- Reactions to content are requested.

### **8b. NORMS AND EXPECTATIONS: DISCUSSION, REVISION, AND NEXT STEPS**

The Board engaged in a discussion on the draft Norms:

- President Dorothy Rohde Collins noted that the norms begin with the inclusive words “we” and “our”, contain clear action verbs, and are able to be clearly understood.
- Ms. Katherine Wessling commented that the Board should consider putting the word “traditional” in the term “public education”, so that the Board does not lapse into support for charter schools or experimental public education.
- President Dorothy Rohde Collins proposed the addition of the term “advocates for St. Louis Public Schools”.
- Ms. Katherine Wessling commented on her concern that there are candidates for the Board that want to help charter schools have less resistance.
- Ms. Katherine Wessling commented that a norm should be included of what is expected of Board Members who are also parents, specifically in terms of interactions with district staff.
- Ms. Susan Jones commented that all people come with their own motives.
- Ms. Katherine Wessling commented on an example of a Parent Teacher Organization advocating to the Board when two Board Members are also parents of the school, versus a Parent Teacher Organization advocating without Board Members as parents.

## FINAL

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- Ms. Susan Jones commented that both she and President Dorothy Rohde Collins have children who attend the same school. How do you go to the Parent Teacher Organization meetings when teachers want to advocate to you as a Board Member?
- Ms. Katherine Wessling commented that Board Members should not go to meetings with the Superintendent as a member of a Parent Teacher Organization.
- Vice President Charli Cooksey commented that the Missouri School Boards' Association could be asked how this is addressed in other districts.
- Ms. Katherine Wessling commented that a similar issue arises under Listen and Communicate Effectively, where Board Members should not contact district staff to resolve district or policy issues as a parent.
- President Dorothy Rohde Collins suggested that Board Members should use parent-facing channels, such as the online service Let's Talk, when serving in the capacity as a parent, and that this should be referenced in the Norms.
- Ms. Donna Jones commented that all Board Members advocate for all schools, and that it will balance itself out.
- President Dorothy Rohde Collins commented that the document does not need to be finalized tonight, and will be approved at the April Regular Business Meeting.
- Ms. Katherine Wessling commented that she will formulate her thoughts and send them to the Norms Committee.
- President Dorothy Rohde Collins asked how the Board wants to refer to each other, utilizing first names and/or titles, and if this would be different at Board Meetings and at Work Sessions.
- Vice President Charli Cooksey asked if Board Members could self-identify their preferences, including for preferred gender pronouns.
- President Dorothy Rohde Collins commented that it would be confusing if the Board referred to some members by title and others by first name only, and that this could be unintentionally perceived as disparaging.
- Ms. Susan Jones commented that, previously, Board Members were referred to as "Board Member so and so".
- President Dorothy Rohde Collins asked Board Members to submit feedback to Vice President Charli Cooksey and Dr. Joyce Roberts by March 14, 2019.
- President Dorothy Rohde Collins commented that the Norms Committee will submit a final draft by March 31, 2019, for a Board vote at the April Regular Business Meeting.

President Dorothy Rohde Collins commented on the following:

- President Dorothy Rohde Collins will send the Board the date that the Board Books for the March 12, 2019 Regular Business Meeting will be sent out, and the deadline for information requests for Superintendent Dr. Kelvin Adams.
- The anticipated date for Board Books to be sent out is March 5, 2019, with the deadline for information requests 48 hours later.

### **9. ADJOURNMENT**

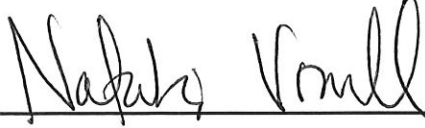
The work session adjourned at 8:22 p.m.



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ATTESTED BY:

  
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NATALIE VOWELL