

Education Committee - Regular School Board Meeting

Duluth Public Schools, ISD 709

Agenda

Tuesday, November 20, 2012

District Services Center

709 Portia Johnson Dr.

Duluth, MN 55811

6:30 PM

1. Informational Items

A. Informational Presentations

1) Assistive Technology Project Update

Peg Ferguson, Julie Ray, and Terry Ross presented an update on the Minnesota Department of Education Assistive Technology initiative with the Duluth Public Schools, which helps ensure students with disabilities have access to appropriate assistive technology and receive a free, appropriate public education.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

2) Students in Transition Presentation

6

Deb Wagner, Students in Transition Program Coordinator, and Pam Rees, Director of Head Start, presented information on the Duluth Public Schools' Families in Transition Programs.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

3) Federal Head Start On-Site Review Summary

10

Pam Rees, Director of Head Start, presented a summary of the Duluth Public Schools Federal Head Start On-Site Review that took place between October 28, 2012 and November 2, 2012. While in Duluth the team visited classrooms, inspected playgrounds, and reviewed financial practices and personnel files. The team also visited with School Board members, administrators, teachers, advocates, and parents.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

4) Governing Board Training

12

Pam Rees, Director of Head Start, conducted annual Governing Board Training for School Board members as required by Federal Head Start Regulations.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

5) Pending Sequestration (Reduction) of Federal Funds 29

Pam Rees, Director of Head Start, presented an overview of consequences to the Duluth Public Schools Head Start Program that will come to pass with the sequestration (reduction) of Federal Funds scheduled for January 2, 2013, unless Congress intervenes.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

B. Grant Applications

1) United Healthcare HEROES Grant Application 31

Sue Lehna, Principal at Homecroft Elementary, has applied for a HEROES grant from United Healthcare in the amount of \$1,000. If awarded funds will be used to support a school-wide Walking Challenge beginning on Martin Luther King Day and ending on Global Youth Service Day. The aim of this Program is to encourage all students and staff to increase, meet, or exceed their current physical activity level within this project's time-frame.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

2) Northland Foundation Grant Application 37

Superintendent Gronseth has applied for a Youth Success Teams in the Schools Grant from the Northland Foundation in the amount of \$30,000. If awarded funds will be used to cover a portion of the cash match costs of infusing AmeriCorps Members and Promise Fellows into the schools as part of Youth Success Teams for the period of August 2012 through August 2013.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

3) Lloyd K. Johnson Grant Application 43

Superintendent Gronseth has applied for a Youth Success Team Model in the Schools Grant from the Lloyd K. Johnson Foundation in the amount of \$30,000. If awarded funds will be used to cover a portion of the cash match costs for AmeriCorps Members and Promise Fellows within the schools, building upon the Youth Success Team Model implemented last year.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

4) Minnesota State High School League (MSHSL) Grant Application 45

Directors of Student Activities, Tom Pearson and Shawn Roed, have each applied for a MSHSL Foundation Grant for Student Participation. If awarded funds will be used to assist, recognize, promote, and fund extra-curricular participation by Denfeld and East High School students in athletic and fine arts programs.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

2. **Action Items**

A. Presentation Items Requiring Approval

1) New Math Course Proposal 49

The K-12 Math Committee is proposing the addition of a new Math course, *Statistics and Probability*, for students in grades eleven and twelve beginning with the 2013-14 school year. This course will be an additional option for students who have successfully completed Algebra II. The total cost of adding this course will not exceed \$5,000.

Course Description: An introduction to college statistics, students will work with probability, data collection, descriptive and inferential statistics, and technological tools to analyze statistics. The course will focus on: Exploring data, producing models using probability theory, and making statistical inferences. Students will also study statistical measures of centrality and spread, methods of data collection, methods of determining probability, binomial and normal distributions, hypothesis testing, and confidence intervals. Students will use multiple representations to present data including written descriptions, numerical statistics, formulas, and graphs.

Recommendation: It is recommended that the Duluth School Board accept and approve this item.

B. Resolution E-11-12-3057 - Acceptance of Grant Awards to Duluth Public Schools 50

Attached is Resolution E-11-12-3057 - Acceptance of Grant Awards to Duluth Public Schools, to accept and approve grant awards for the following organizations:

1. Northland Foundation
2. Northland Foundation
3. Northland Foundation

Recommendation: It is recommended that the Duluth School Board accept and approve Resolution E-11-12-3057 - Acceptance of Grant Awards to Duluth Public Schools.

C. Extended Trip Requests

58

The following extended trip requests are submitted for review and approval:

Duluth FFA students will be traveling to the University of Minnesota - Crookston on December 6-7, 2012 to participate in career development events/competitions where they will have the opportunity to earn awards and scholarships. This event is a team building experience where students build on what they have learned in their Agriculture Class. The total cost of the trip is \$1,167.70 and will be funded through student fund raising and grant dollars.

Lincoln Park Middle School seventh grade students will be traveling to Thunder Bay, Canada from May 29-31, 2013. The purpose of this trip is for the students to experience a different culture, meet their pen pals, and get a taste of the college experience. The cost of this trip is \$230 per student and will be funded with student fees.

According to MSHSL Bylaw 411, if a member school's League-sponsored athletic team requests out-of-state travel for a practice or a scrimmage for the varsity, junior varsity, or "B" squad teams, the School Board must review the itinerary, review the financial aspect of the trip, verify that that the trip is in compliance with Title IX relative to travel opportunities for each gender, and approve the travel at a regularly scheduled school board meeting.

Bonnie Fuller-Kask , Head Coach for East's Nordic Ski Team, is requesting approval to travel to West Yellowstone with members of East High School's Nordic Ski Team from November 16-24, 2012 and has provided the attached information required by the MSHSL. All expenses will be paid with student fees. Both male and female students will have the opportunity to participate in this trip.

Dawn Miller, Head Coach for Denfeld's Nordic Ski Team, is requesting approval to travel to Wolverine Village in Ironwood, Michigan with members of Denfeld High School's Nordic Ski Team from November 30 to December 2, 2012 and has provided the attached information required by the MSHSL. All expenses will be paid with student fees. Both male and female students will have the opportunity to participate in this trip.

Recommendation: It is recommended that the Duluth School Board accept and approve the above listed extended trip requests.

D. Diplomas

69

The following students have completed all high school requirements and should be awarded a diploma:

Mindi Ruth Gravelle - October 2, 2012

Kayman Jade Seavey - September 26, 2012

Derek A. Baker - November 1, 2012

Recommendation: It is recommended that the Duluth School Board accept and approve the above diploma awards.

Duluth Public Schools Families in Transition Program

The Mission of Duluth Schools Homeless Education Program is to prevent students who are experiencing homelessness from losing ground academically through the creation of choices that promote healthy attachments between kids, family, schools, and community. The program accomplishes this by facilitating enrollment, attendance and academic success of homeless school aged children. We also collaborate with the Duluth District Head Start program that assists homeless birth to age five children.

The 2011-2012 School Year

482 children were identified as homeless in Duluth Public Schools under the McKinney-Vento definition of homeless. This includes children as young as 0-2, preschool students, and youth working toward their GED.

Of the 341 school age students K-12:

- 186 (55%) were male students, 155 (45%) were female students
- 139 students (41%) were White, 111 students (33%) were African American , 85 students (25%) were Native American and 6 students (1%) were Hispanic
- 8% of the students were residing in a shelter in Duluth and attended a Charter School in Duluth or were transported back to their school of origin in another district.
- 62% of the students were residing in a shelter, 26% were doubled up with friends or family members, 8% were staying at a hotel, < 1% were unsheltered and <4% were unaccompanied youth.
- 68% of the students identified as seniors graduated or received their GED.

Grade Levels of students identified in Duluth as homeless:

	2011-12	2010-11
--	---------	---------

Support Services the Program provides:

- Enrollment and expedited registration assistance
- Transportation to school appointments and after school meetings
- Coordination of transportation to the school of origin
- Assistance with school supplies, clothing referrals, and community referrals
- Connecting students to afterschool programs and activities
- Tutoring and academic support- A full time teacher at Nettleton to offer academic and parent support
- Professional Development to school staff
- Parenting education offered at a community housing site
- Social Worker to support parents, teachers and school administrators by developing successful strategies to deal with complex educational barriers

Program highlights

- Spirit of Mothering, a parent education program designed to support mothers during their adjustment from homelessness to transitional housing is offered at a local housing agency
- Involved with state, county and local events: the Project Homeless Connect Event, Wilder Homeless count and local Point in Time counts of homeless families and youth
- Coordinate the Back to School Fair where 789 backpacks were distributed and school and community information is available to families on that day
- Participate on the Affordable Housing Coalition which guides the County Plan to end homelessness and on the Heading Home St. Louis County Leadership Council

In accordance to the aim of the McKinney-Vento Act, Duluth Public Schools and the Families in Transition program has developed strategic goals, activities, with anticipated outcomes to assist all homeless students in enrolling, attending and succeeding in school.

Enrollment Goal:

- 89% of all students referred were enrolled at a school within two days
- Transportation arrangement coordinated for 93% of students at shelters, transitional housing programs and families doubled up and in motels.
- Two district wide in-service opportunities were provided
- Posters and brochures are distributed annually to schools and community agencies and motels

Attendance Goal:

- 100% of the Head Start and school age children whose mothers participated in Spirit of Mothering attained the goal of 70% school attendance.

Academic Goal:

In elementary on average, 1-5 benchmarks in reading (using both oral reading and comprehension raw scores) and math (using the raw score available: computation) show students who were present for fall and spring testing made gains in their raw scores from fall to spring. At Nettleton where we have a teacher to provide push in or pull out instructional support, students made greater gains in raw scores than the other schools.

The MCA results for reading 3rd-5th show 16% did not meet and 62% met or exceeded and in math 46% did not meet and 27% met or exceeded. MCA results for reading 6th-8th show 25% did not meet and 89% met or exceeded and in math 71% did not meet and 16% met or exceeded.

Maintaining community connections and involvement allows us to partner with agencies to identify and support homeless families and youth. This partnering also assures that we as a community can assess and address barriers prohibiting the healthy development of children and youth.

Duluth Head Start

Services to Families Experiencing Homelessness

- Duluth Head Start serves children and families experiencing homelessness in all program options.
 - In 2010-2011 we served **149** children
 - In 2011-2012 we served **141** children (**67** in FIT)
 - To date in 2012-2013 we have served **69** children

- State grant funds a program option, Families in Transition, (FIT) for children and families who are referred from area shelters.
(funded for 18 children/families for 2012-13)

- Head Start, with our comprehensive services, is in a unique position to work with families experiencing homelessness. Whether a child is in FIT or a preschool classroom, we work to keep the needs of the child in the forefront by engaging the family in a number of ways.

- You can help by:
 1. Helping children stay at the school they are in after they get permanent housing
 2. Helping educate, train and expect all staff to be welcoming and supportive to students and families who are experiencing homelessness

**Duluth Public Schools Families in Transition Program
2012-2013**

**Grades and numbers of students identified in Duluth as homeless
July 2012- November 9, 2012**

<i>Preschool</i>	32	<i>Grade 6</i>	14
<i>Kindergarten</i>	21	<i>Grade 7</i>	12
<i>Grade 1</i>	16	<i>Grade 8</i>	8
<i>Grade 2</i>	23	<i>Grade 9</i>	16
<i>Grade 3</i>	13	<i>Grade 10</i>	11
<i>Grade 4</i>	14	<i>Grade 11</i>	15
<i>Grade 5</i>	10	<i>Grade 12</i>	10
<i>Grade 6</i>	14	<i>Other</i>	3

Total 218

Schools and number of homeless students

<i>Denfeld</i>	21	<i>Laura MacArthur</i>	9
<i>East</i>	15	<i>Piedmont</i>	10
<i>ALC</i>	7	<i>Lester Park</i>	3
<i>Lincoln Park</i>	14	<i>Lowell</i>	4
<i>Ordean East</i>	13	<i>Preschool</i>	32
<i>Nettleton</i>	55	<i>Other Districts</i>	18
<i>Congdon</i>	12	<i>Not enrolled</i>	5

Duluth Head Start Program Strength

In Duluth Head Start, our biggest strength is our staff including our 8 Minnesota Reading Corps members. They are among the most well educated, highly trained, seasoned staff in the country. All of our teachers, advocates and service area coordinators as well as some paraprofessionals, administrative support staff and Minnesota Reading Corps members are degreed and licensed in their field. Many also hold master's degrees. Duluth Head Start staff has many years of experience and see themselves as lifelong learners. This is evidenced by the dramatic changes they have embraced over the past several years as the requirements for Head Start programs have included more rigor and demanded greater tangible proof that we are providing opportunities for children and their families to meet school readiness goals.

Duluth Head Start has built a strong culture of respect, integrity, mutual support and shared responsibility to carry out our work with Head Start children and families. They understand what is at stake for families experiencing poverty. Our child outcomes show that all children can and do make gains in Duluth Head Start. Parents are engaged every step of the way as evidenced by our deeply committed Policy Council members and parent participation on all levels. This culture of mutual responsibility extends to our school district administration, school district sister early childhood programs and our partners in the greater Duluth community.

There is an old African saying that is meant to gauge the health of the community, "So how are the children?" In Duluth Head Start, the children are doing well.

Duluth Head Start Parent Institute

For the past two years, Duluth Head Start has offered a Parent Institute, essentially an opportunity for parents to take part in a workshop/conference style parent training. Each participant moved from session to session allowing them to take in all offerings.

Topics covered in the Parent Institute are determined based on parent interest and Head Start standards for parent education. The format follows adult education principles and as such is interactive, hands-on and practical.

Session Topics Year One:

~ Literacy: How can I promote my child's school readiness at home? Each parent received a literacy box with scissors, writing tools, etc. as teachers and advocates talked about how they can promote these skills at home.

~Action Learning: Parents learned about this piece of the Head Start day with the Education Coordinator and made streamers to use at home with movement exercises.

~Health: Parents put together first aid kits and were instructed in their use by the Head Start Health Coordinator.

~Nutrition: Our Nutrition Coordinator talked with parents about establishing healthy, low stress mealtimes, had a squash tasting experience and sent parents home with a squash to share with their children.

~ Routines and Discipline: The Head Start Director talked with parents about the importance of routines, being a predictable parent, bedtime strategies, what to do when you are struggling with how you parent and when discipline and punishment becomes abuse.

Session Topic Year Two:

~Get Out The Vote: Advocates passed out voter information such as how to register, find your polling place and briefed families on State amendments being proposed as well as hot topics facing Head Start families in the coming election.

~Health Care Literacy: The Head Start Health and Nutrition Coordinators trained parents on a statewide health education initiative being promoted by the Minnesota Head Start Association. Each family got a book aimed at helping them troubleshoot minor health issues at home.

~~ Routines and Discipline: The Head Start Director and both Mental Health consultants talked with parents about the importance of routines, being a predictable parent, bedtime strategies, what to do when you are struggling with how you parent and when discipline and punishment becomes abuse.

Evaluation/Feedback:

Feedback from parents who participated in both years indicated a strong preference for the type of Make and Take offerings in year one. We will use that feedback for planning for the remainder of the year and we will institute a formal evaluation at the next Parent Institute.



Duluth Public Schools
Duluth Head Start



**Serving preschool children and their families
in Duluth since 1964.**

Duluth Head Start Mission

- The mission of Duluth Head Start is to serve income eligible preschool children and their families. These services include opportunities to enhance social and cognitive skills, increase health and wellness and build upon family strengths.

Duluth Head Start Locations

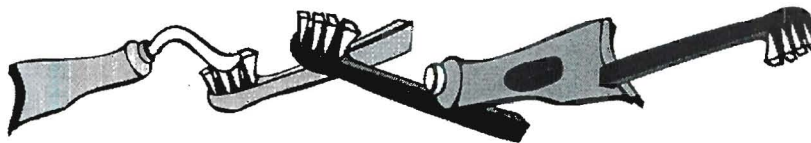
- Barnes Early Childhood Center
- Nettleton Elementary School
- Piedmont Elementary School
- Laura MacArthur Elementary School
- Stowe Elementary School
- Spirit Valley YWCA Childcare Center
- Washington Center

Funding Sources

- Federal grants fund our classrooms throughout the city serving 3 and 4 year olds.
- State grants fund our collaboration with the YWCA Childcare Center and Families in Transition serving families experiencing homelessness from birth to 5 years.

Comprehensive Services

- Health
- Nutrition
- Education
- Mental Health
- Disabilities
- Family Advocacy
- Parent Involvement



Eligibility

Head Start eligibility is based on the
Federal Poverty Guidelines, 2012.

Family size and income limit.

- 1 \$11,170.
 - 2 \$15,130.
 - 3 \$19,090.
 - 4 \$23,050
 - 5 \$27,010.
 - 6 \$30,970.
 - 7 \$34,930.
 - 8 \$38,890.
-
- For families with more than 8 persons, add \$3,960 for each additional person.



Enrollment Requirements

- Families interested in Head Start complete enrollment paperwork with a Head Start staff person.
- Families provide proof of income, take their child to the doctor and the dentist for a check-up and any immunizations needed.
- Finding a doctor or dentist is sometimes hard to do. Head Start staff will assist parents with finding a family doctor and dentist.



Curriculum

- Opening the World of Learning-a literacy rich curriculum used in all Federally funded Head Start classrooms. Creative Curriculum and PITC-Program for Infant and Toddler Care are used in our State funded options.


 Second Step-Supports social-emotional growth by helping children identify and manage feelings, learn to be with others and solve problems.
 

- Strategies from SEEDS of Early Literacy and Action Based Learning (connecting, brain, movement & learning) are embedded into the day.



Screening & Assessment

- **Social Emotional Screening**: during initial home visit
- **Health & Developmental Screening**: within first 45 days of enrollment
- **On-going assessment** : A combination of tools and procedures are used, including: documented observation, child interview, direct assessment, parent input, work samples, photos, video, etc.
- **Outcomes**: are reported 3 times/year
- **Curriculum is individualized** : (increasing or modifying the degree of challenge, or adapting the environment/schedule) accordingly to make the Early Head Start and Head Start programs relevant and meaningful for every child.

Parent Engagement

- Home Visits
- Conferences
- Policy Council
- Parent/Family Events
- Community Involvement
- Ensuring regular attendance
- Supporting healthy child development



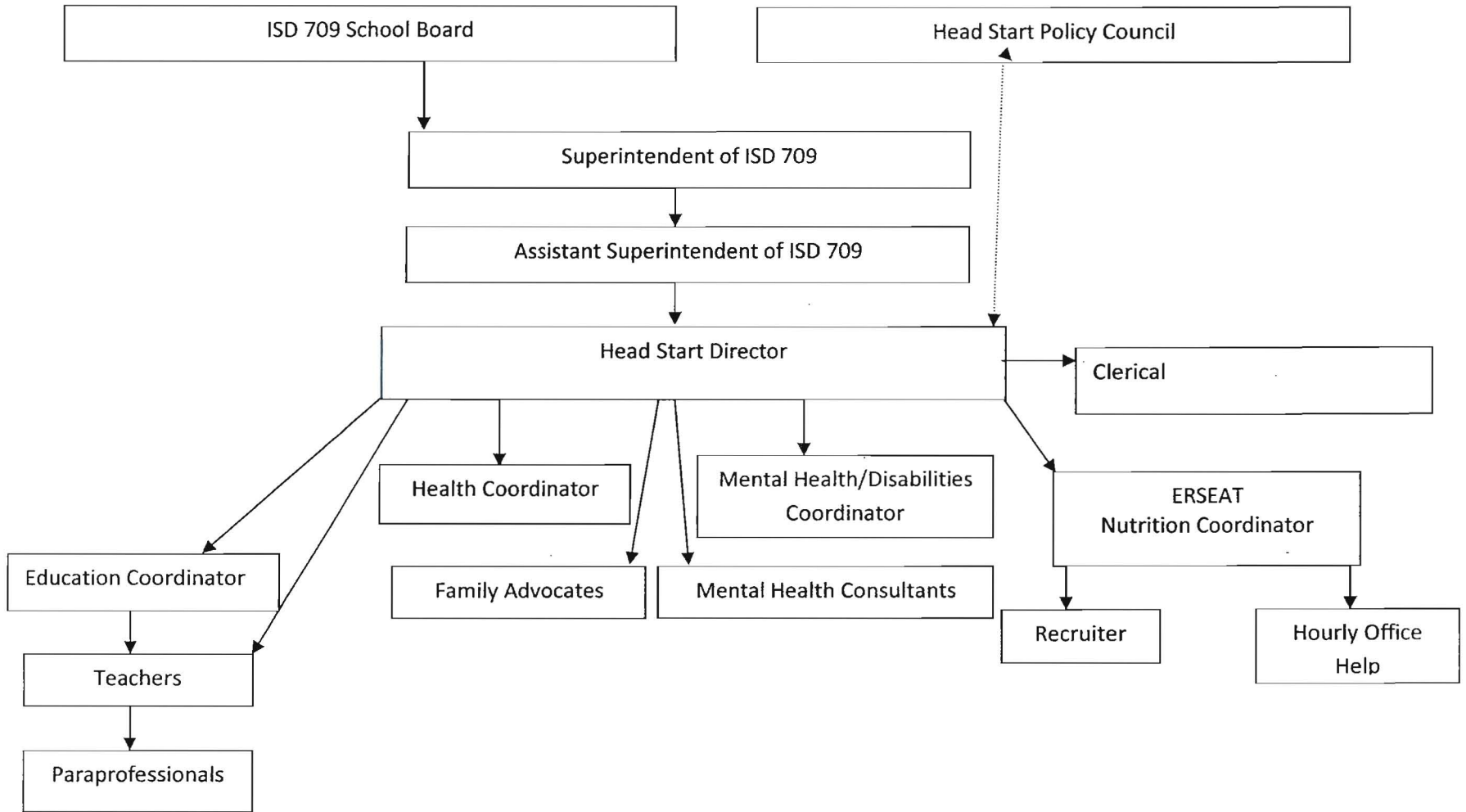
For more information:

- Duluth Head Start
2102 N. Blackman Ave.
Duluth, MN 55811
Phone: 218-336-8815
Fax: 218-336-8819



- Online @ <http://www.duluth.k12.mn.us>

Duluth Head Start Organizational Chart



Duluth Head Start Policy Council Training

What is Policy Council?

- Policy Council is a committee of parents and community representative who meet regularly to help establish policies and make suggestions about program operations. This group works closely with the Head Start Director and staff.
- The committee recommends policies based on input from the parent committees at each site, childcare center, and Families in Transition
- Members are elected for one (1) term, and can serve up to an additional two (2) terms (or 3 years total)
- Any parent is welcome to attend a Policy council meeting, but only elected representative may vote. If a representative is absent, their elected alternate may vote in their place
- Meetings are held monthly at Barnes Early Childhood Center, located in Lowell School, from 6-8 p.m. A light supper and childcare are provided. Transportation is provided to those who need it

What are the responsibilities of the Policy Council?

- Members serve as a link between parent committees. They share ideas, community resources, and concerns of all our parents. They report on Policy Council meetings during parent committee meetings.
- The PC shares some joint responsibilities and governance with the Duluth School Board
- Approve program operating plans and fiscal administration and be advised of any changes while the program is in operation
- Establish and review criteria for enrolling children into Head Start
- Assist with the interviewing and selection of applicants for Head Start staff positions
- Initiate suggestions and ideas for program improvement
- Members act as spokesperson for Head Start in the Duluth community

Duluth Head Start Shared Decision-Making

- Both entities, the School Board and the Policy Council, understand and respect their unique and specific roles and responsibilities in providing a high quality Head Start program
- The Policy Council understands the authority that the School Board has in making decisions, setting policy and overseeing the fiscal and legal aspects of any program or service of the Duluth Public Schools
- The School Board understands the role that the Policy Council has in the administration of the Duluth Head Start program
- Policies and procedures developed and implemented by the School Board that affect Head Start staffing and services will be shared with Policy Council. The same will occur regarding policies and procedures that are developed and implemented specific to Head Start- these will be shared with the School Board
- If at any time there is a need for the 2 parties to meet, that will be scheduled through School Board Committees or and invitation to a Policy Council meeting
- If needed, the Impasse Policy will be utilized to resolve any issues that my arise

Duluth Head Start Internal Dispute Resolution (Impasse Policy)

The purpose of this dispute resolution is to establish a procedure for reaching solutions for disagreements between the School Board and the Duluth Head Start Policy Council. This policy is required by the Federal Head Start Performance Standards. The Policy Council has the authority to share certain governance functions with the (Governing Board-School Board) as they relate to the administration of Head Start. The Policy Council works in partnerships with the Head Start Director who, in turn, works with the Administrative staff of the School District (Head Start Grantee).

The procedure for resolving internal disputes between the Duluth School Board and the Duluth Head Start Policy Council is as follows:

1. A meeting will be arranged between the Executive Committee of the Policy Council, the Head Start Director and the Superintendent of Schools and/or the Director of School Operations. The difference will be discussed and, if possible, a resolution reached. If so, the resolution will be shared by the Superintendent to the School Board and by the Executive Committee to the Policy Council.
2. If no resolution is reached, the Policy Council Executive Committee may request time on the School Board agenda or at the appropriate School Board Committee meetings to share their point of view and seek resolution. Any resolution must meet Federal Head Start regulations as well as any School District, state or local laws.
3. If there is still no resolution, assistance will be sought from the Regional Office of Head Start. A meeting or conference call would be arranged and discussion will continue until a resolution is reached.

Duluth Head Start COMMUNITY COMPLAINT PROCEDURE

The following procedure will be followed to resolve parent or community complaints about the Head Start program.

Once a complaint has been made, the Director of School Operations and the Head Start Director will discuss the complaint and appropriate response. The following steps may be taken depending on the nature of the complaint:

1. If the complaint is about a particular staff person, that person will be contacted and the complaint will be discussed
2. If the complaint is about a particular site or program option, the Head Start Director will share the complaint with appropriate staff, the Parent Committee and Policy Council
3. If the complaint is about program policies or services, the Director will share the complaint with appropriate staff, Policy Council and School District staff

All complaints will be address within a reasonable time frame. Confidentiality will be maintained at all times. The School Board and the Policy Council are committed to resolving all issues in good faith and respect.



Minnesota Department of **Human Services**

October 22, 2012

Pam Rees
2102 North Blackman Avenue
Duluth, Minnesota 55811

Dear Ms. Rees,

Congratulations! Your program has earned a 4 Star Parent Aware Rating. This is the highest possible rating. Each site listed on your application should receive a Parent Aware certificate and award letter. We appreciate your help in distributing these site letters and certificates, which are enclosed.

Please find your program's official Parent Aware certificate enclosed. Your commitment to quality early child care and education shows. As a result, families in your community are sure to see you reaching for the stars!

As a Parent Aware participant, your program will be featured on parentawareratings.org, awarded a marketing kit and publicized in a large-scale advertising campaign that promotes the ratings to parents. Marketing kits will be sent within two weeks of today so that you may proudly celebrate your participation. Parent Aware ratings are valid for two years. Since your rating was issued on October 22, 2012, your certificate includes an expiration date of October 21, 2014.

As a reminder, Child Trends is conducting an evaluation of Parent Aware and they may be contacting you in the future for evaluation purposes.

We applaud your commitment to quality early child care and education. If you have any questions, please feel free to contact Mary Owen at the Minnesota Department of Education at mary.owen@state.mn.us or (651) 582-8399.

Sincerely,

Angela Jensen

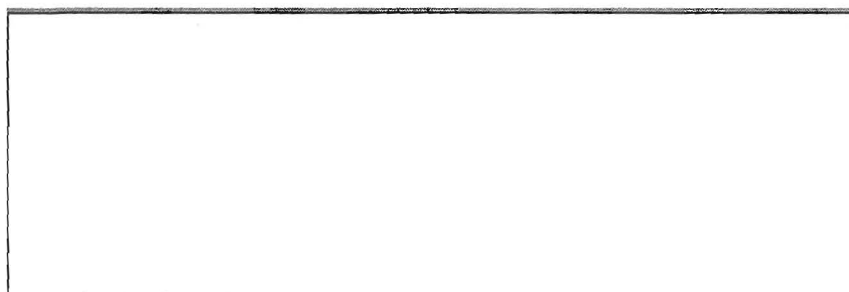
Angela Jensen
Minnesota Department of Human Services
Child Development Services
Parent Aware Rating Specialist

NHSA Statement: OMB Report on Sequestration Transparency Act of 2012

NationalHeadStartAssociation@nhsa.org
[NationalHeadStartAssociation@nhsa.org]

Sent: Friday, September 14, 2012 5:35 PM

To: pamela m. rees



**FOR IMMEDIATE
RELEASE**

September 14, 2012

**Media
Contact:**

Sally Aman

202-262-8003

aman@a2pr.com

National Head Start Association Statement OMB Report on Sequestration Transparency Act of 2012

Washington, D.C. – *Today, the White House Office of Management and Budget (OMB) issued a sequestration implementation report including information for federal agencies and Congress describing the details of automatic spending cuts set to take effect in January.*

The following statement should be attributed to Yasmina Vinci, executive director of the National Head Start Association:

“OMB’s sequestration implementation report underscores the devastating

affects the sweeping, across-the-board spending cuts will have on 100,000 poor children and their families across this nation who will lose their Head Start and Early Head Start experience.

The report states that sequestration would cut “Children and Family Services Programs,” which includes Head Start, by 8.2 %. A cut of that magnitude would result in eliminating 100,000 Head Start and Early Head Start kids currently being served. That will not only shut the critical window of learning opportunity for much of our youngest generation – but it will also force parents out of jobs or leave kids in dangerous care settings. Head Start and other non-defense discretionary programs – at 3.4% of the budget—are not the cause of our growing debt.

The needs of our nation’s children today are as great as they have ever been. We continue to urge Congress and the Administration to act quickly on a balanced approach to restoring fiscal stability-- that replaces the sequester and maintains funding for the 100,000 at-risk children whose early preparation for a lifetime of success is being threatened.”

Additional information about the National Head Start Association can be found at www.nhsa.org.

###



Contact Information

First Name *
Sue

Last Name *
Lehna

E-mail Address *
susan.lehna@

Home/Cell Phone Number *
218-393-2683

Organization/School Information

Organization/School Name *
K.E.Y. ZONE-

Organization/School Phone Number *
218-336-8865

Organization/School Mailing Address *
4784 Howard

Organization/School City *
Duluth

Organization/School State

Minnesota

Organization/School Zip Code (need a 9 digit ZIP) *

55803-1299

Background Information

Have you ever received a UnitedHealth HEROES grant before? *

- 2008-2009
- 2009-2010
- 2010-2011
- 2011-2012
- I have never received a UnitedHealth HEROES grant.

Please check the box below if you were a 2011-12 UnitedHealth HEROES grantee, and would like to continue or build upon the program that you started last year. You will be applying for an exemption from the walking, running, or hiking program, but understand that you are still obligated to complete the remaining requirements for this program. Instructions for completing your application: Input "N/A" for question #2, select the first option in #4 for each of the drop-down lists, and complete the rest of the application.

UnitedHealth HEROES 2011-12 Exemption

- I would like an exemption.

How did you hear about this opportunity? *

- AARP
- Alliance for a Healthier Generation
- American Heart Association
- Boys and Girls Club
- YMCA
- UnitedHealth Group
- UnitedHealthcare
- Optum (OptumHealth, OptumInsight or OptumRx)

- YSA's Grants Alert
- YSA's National Service Briefing
- YSA's Websites
- Newspaper/Magazine
- YSA Partner Organization Newsletter/Website
- Radio (+ Television)
- YSA on Facebook or Twitter
- Other

Other

Email

Program Details

1. What is the title of your program?

HEALTHY HOMECROFT TOGETHER

2. Please describe (in a short paragraph) the walking, running, or hiking program you plan to implement with youth/students?

A school wide Walking Challenge beginning Martin Luther King Day and ending on Global Youth Service Day. The program will encourage all students and staff to increase, meet or exceed their current physical activity level within this project time frame. Pedometers will be distributed through out the school to create challenges amongst the school community by tracking classrooms steps and to demonstrate increased activity.

3. How many youth/students will be involved in the program (we recommend you engage at least 20 youth)?

Homecroft Wellness Council - 25 students, K.E.Y. Zone afterschool program - 50 students targeted with the additional staff and student body of 325 challenged to participate.

4. What are the expected outcomes of your walking, running, or hiking program? Please indicate:

What is the proposed distance walked, run, or hiked over time (# of miles)? *

As a group, we propose to walk over 50 miles throughout the program.

What is the proposed intensity of the program (length of time)? *

Our program will run 10-14 weeks.

What is the proposed frequency of the program (# of times per week)? *

We will be active 3-5 times a week.

5. How will youth/students learn about the value of activity or regular exercise (such as walking, running, or hiking) in preventing and responding to childhood obesity?

We will utilize our community connection with the Univ of MN Duluth's Health and Wellness Council Students to teach pertinent information to our elementary students and how to implement a more active lifestyle during the school day, OST (Out of School Time) time and also at home. Also, by participating in the classroom Walking Challenge the students will experience how making small steps in their activity level can lead to big changes in their health overall.

6. Please provide a short summary describing the service-learning project that youth/students will be doing.

The K.E.Y. Zone Afterschool Wellness Council students will begin by researching the impact of and suggested childhood obesity prevention methods which they will use to prepare and lead an all school assembly on January 17th. At that assembly the student/staff body will be informed of the Walking Challenge Program that will take place for the following 12 weeks.

The Wellness Council will distribute pedometers to each classroom which will then be assigned to each student for use during this service learning project. The Wellness Council will create a skit to teach the students the proper use of the pedometers and teachers will be provided with record-keeping tools to help implement the project within their classroom's curriculum needs.

During the first week (Jan 21-Jan 25) the students/staff will establish a baseline of current daily physical activity. Once an average has been determined for each individual/classroom the full Walking Challenge Program will roll out on January 28th. Each classroom will be encouraged to add to their baseline steps a minimum of 3 miles or 6,000 steps each week. During the program implementation the classrooms will challenge one another, students will challenge the teachers and KEY Zone students will be shown the value of participating in OST programs by completing more steps than if going home to sit

in front of the TV or computer. The students will be given a chance to role play various scenarios that represent typical youth activity to be compared with various options for increasing daily steps.

Our collaboration with UM-Duluth will provide additional educational opportunities and fun ways to get our bodies moving. Also during this time-frame information will be presented to the parents by the Student Wellness Council encouraging them to take steps together as a family to be more active.

The students will participate by presenting information about healthy living during the annual HHT Family/Community Event held in the spring.

7. What is the expected impact on the community issue or need addressed by the service project? (e.g., # of beneficiaries, number of events implemented, etc.)

500 + school and community members will benefit by having an opportunity to gain knowledge from the findings from the research the OST students gathered during school day assemblies, after school programming, a community event and by activities planned to increase movement during the day. This spring will be our 3rd Annual Healthy Homecroft Together Family/Community Event.

To increase knowledge of the negative impact of childhood obesity and to present the benefits of an active lifestyle beginning in childhood by developing healthy lifestyles habits at an early age. Additional impact will include supportive information regarding findings of the added benefits of OST (Out of School Time) Programs for youth.

To ensure that you have a successful UnitedHealth HEROES project, please check the box beside each of the following required project components, and plan to include it in your program: *

- The project will launch on MLK, Jr. Day of Service (January 21, 2013) and will continue through Global Youth Service Day / GYSD (April 26-28, 2013).
- A significant component of your project must take place during GYSD.
- Youth will have many opportunities to make decisions and help shape the project.
- Information about the project will be shared with media and public officials
- Specific metrics provided by YSA will be recorded and reported (please see the UnitedHealth HEROES Applicant User Guide).
- Students will be exposed to college, career, and workforce readiness skills – the “4 C’s” – as they plan and implement their project. (for a description of these, please see the UnitedHealth HEROES Applicant User Guide).

Budget

UnitedHealth HEROES grants may be requested for a maximum amount of \$1,000. **You may request any amount up to \$1,000.** How much are you requesting (maximum \$1,000)? *

Expenses may include:

- Local transportation for youth that is necessary for the HEROES project;
- Administrative expenses such as communication (phone, fax, e-mail, postage), copying, and print services that are directly related to the HEROES project;
- Materials needed for the project (paper, art supplies, pedometers, etc.);
- Refreshments and recognition that are integral to the project (the total amount should not exceed \$200. T-shirts, refreshments, certificates, plaques, etc. are considered recognition and celebration items. Every effort should be made to secure funding from other sources for larger food costs and celebration activities).

Expenses may NOT include:

- Honoraria to specialists/associates, stipends/salaries, financial gifts or donations, salaries for entertainers, facilitators, DJs, students' time, etc.;
- One-time use equipment (such as a camcorder for \$450. We will consider requests for equipment that will sustain long-term service. Applicants should make every attempt to secure the short-term use of tools and equipment as in-kind contributions from the community);
- The inclusion of any "miscellaneous expense" without explanation;

Healthy Homecroft Together 2013

Line Item Description	Number of Items	Cost Per Item	Total Cost of line item	Total Donated or In-Kind	Total Requested from YSA
Pedometers	400	\$2.50	\$ 1,000.00	\$ 400.00	\$ 600.00
Community Event paper products	300	0.2	\$ 60.00	\$ 30.00	\$ 30.00
Refreshments/Recognition	300	\$1	\$ 170.00		\$ 170.00
Printing Materials - flyers/handouts	1000	\$0	\$ 200.00	\$ 100.00	\$ 100.00
Transportation of Youth -Field Trip	1	\$100.00	\$ 100.00		\$ 100.00
Totals			\$ 1,530.00	\$ 530.00	\$ 1,000.00



DULUTH PUBLIC SCHOOLS

*Preparing all students for successful lives in the twenty-first century . . .
success in the workplace, success in the home, and success in the community*

October 23, 2012

Carole Saylor and Board of Trustees
Northland Foundation
202 West Superior Street, Suite 610
Duluth, MN 55802

RE: *Youth Success Teams* in the Schools
Application for funding of \$30,000: August 2012 – August 2013

Dear Ms. Saylor and Board of Trustees,

Please find enclosed, a grant application for the amount of \$30,000. We are requesting funding to cover a portion of the cash match costs of infusing AmeriCorps Members and Promise Fellows into the schools as part of *Youth Success Teams* for the period of August 2012 through August 2013. Strategies shown to reduce poverty's impact on children include effectively addressing children's mental and physical health issues, providing focused 1:1 interventions with trained tutors, and providing access to educational, social, and cultural enrichment opportunities that keep youth intellectually and creatively engaged. To this end, Duluth Public Schools, in partnership with True North AmeriCorps and Minnesota Alliance With Youth has established *Youth Success Teams* in every school.

We ask that the Northland Foundation support this invitation to partner with the Duluth Public Schools in providing these services. We believe *School Success Teams* increase the overall capacity of our schools and community to ensure our children have the strongest possible foundation for success in school and life. The *Youth Success Teams* ensure that identified students are connected to interventions that help them improve in areas of attendance, behavior, and academic growth. During the school year, AmeriCorps Members and Promise Fellows work as part of *Youth Success Teams* to provide academic support and facilitate linkages between in-school and out-of-school time learning. During the summer, interaction with students will continue through efforts at local youth agencies and other community-based programs. The relationships formed between students and members of *Youth Success Teams* will facilitate opportunities for learning throughout the entire year.

Please direct questions concerning this grant application to me at William.Gronseth@duluth.k12.mn.us or 218-336-8752. Thank you in advance for your support and consideration of this application.

Most sincerely,

William L. Gronseth
Superintendent of Schools

WLG/skt
Attachment

PROPOSAL OUTLINE AND BUDGET

I. APPLICANT ORGANIZATION

Description of your organization, including a summary of its background, mission, and experience in the area where funds are sought.

Duluth Public Schools, Independent School District No. 709, was *first organized on* April 2, 1870 and is the largest District in northeastern Minnesota. ISD 709 maintains a market share of about 70% of available students.

The Purpose of Independent School District 709 is to provide a quality education that prepares all students for successful lives in the home, community and workplace. The districts three aims are: Achievement for All, A Safe and Welcoming Environment, and Efficient and Effective Systems.

Several underlying beliefs provide the foundation for our decisions and actions. We believe:

- It is our responsibility to educate all children
- It is our responsibility to operate the District with fiscal stability
- We need to act as partners with teachers, parents, community members and students
- We must continue to explore and expand our partnerships to identify ways in which we can hold each other accountable and responsible for student success
- We need to review change in an ongoing way. This includes both external (technology, legislative action) and internal (student results and research) changes.

Teachers average 18+ years' experience and most hold a Master's Degree or higher. They are caring, enthusiastic, highly trained and qualified. Students at all levels receive individualized attention. Advanced academic opportunities and comprehensive interventions to boost reading and math skills are available at all levels. All schools have strong parent and community partnerships to support education. All provide guidance and support to help students learn responsibility, citizenship and respect.

As of September 2011, nine Duluth school buildings are new or newly renovated to provide modern teaching tools and labs, healthier and greener facilities, and improved safety systems. All schools take part in efforts to create a positive school climate and reduce incidents of bullying. Students, teachers and staff are regularly recognized for achievements at the state, local and national level. Overall graduation rates for the three regular high schools remain above state standards. Students from the district regularly outperform national averages on ACT college entrance exams.

ISD 709 Elementary schools offer:

- All Day, Every Day Kindergarten for All Students
 - 90 minutes reading plus 30 minutes writing each day
 - 70 minutes math plus 10 additional minutes facts/computation fluency in grades 2-5
 - State of the art facilities, modern classrooms, bright and engaging spaces, new playgrounds
- Art, Music, Physical Education and Media
- Kid Connection fee-based after school child care program

ISD 709 Middle schools offer:

- Teacher teams and a Homebase Teacher to review individual student needs and provide social, emotional and academic support.
- Transitional support to build student skills and confidence
- A wide range of courses including, but not limited to World Languages, Art, Music, Pre-Engineering/Industrial Tech, Computer Applications, Local and State Science Fair
- A wealth of unique after school clubs and athletics including, but not limited to: Music, drumming, vocal ensemble, Book Club, LEGO/Robotics Club, Intramurals, Inventor's Fair, Yearbook Club, Middle School Athletics (Swimming, Basketball, Volleyball, Track)

ISD 709 High schools offer:

- Advanced Placement, Honors Courses
- College In the Schools - Earn college credit in high school
- Career/Tech Ed Training - medical, business, culinary arts, more
- Art and Music, including Band, Orchestra, Chorus – small and large groups
- More academic choice
- Languages, including Mandarin Chinese
- Comprehensive interventions to boost reading and math skills
- Guidance and support to teach responsibility and citizenship
- Dozens of extra- and co-curricular opportunities
- Dozens of unique Scholarship Opportunities
- Alternative programs through Unity and ALC

II. PROJECT DESCRIPTION

Project Need

Local, statewide and national data continues to show that many young people are being "left behind" when it comes to school success; particularly children of color and those who are socioeconomically disadvantaged.

Center for Educational Policy data indicates the gaps in Minnesota are some of the widest in the nation. In Duluth, this gap is also reflected in academic achievement and on-time graduation rate gaps between white students and students of color. Locally, in the Duluth Schools (2009):

- An average of 80.52% of White students graduated on time* - 19.48% did not
- An average of 50.42% of students receiving free or reduced lunch graduated on time – 49.58% did not
- An average of 49.15% of Black students graduated on-time – 50.85% did not
- An average of 34.33% of American Indian students graduated on-time – 65.67% did not.

Low on-time graduation rates indicate we are failing a large percentage of our youth. The infusion of AmeriCorps members and Promise Fellows into the schools as part of Youth Success Teams has increased the overall capacity of our schools and community to ensure our children have the strongest possible foundation for success in school and life. (*on-time = in four years)

Implementation of Goals and Objectives

List the specific goals and objectives the project is designed to meet.

Strategies shown to reduce poverty's impact on children include effectively addressing children's mental and physical health issues, providing focused 1:1 interventions with trained tutors, and providing access to educational, social, and cultural enrichment opportunities that keep youth intellectually and creatively engaged.

To this end, Duluth Public Schools, in partnership with True North AmeriCorps and Minnesota Alliance with Youth has established Youth Success Teams in every school.

The Youth Success Teams will ensure identified students are connected to interventions that help them improve in areas of attendance, behavior, and academic growth. The Youth Success Teams will also address the socio-emotional, cultural and life-skills needs of students – key factors to improving their academic skills and positive association to school. These teams will help bring community resources, such as volunteer tutor/mentors and Youth Development staff, into the schools to support student learning and well-being – with the ultimate goal of helping children succeed in school, specifically by meeting annual yearly progress and graduating on time.

Short term - Children will have increased support through interactions with staff, volunteers, and other students leading to improved attendance and behavior

Mid-term - Improved academic achievement; positive connections with schools; discovery of talents and strengths; feeling of success in school and in life

Long term - Becoming a successful adult; choosing healthy relationships; developing a sense of responsibility for self and others; possessing problem solving and "team player" skills; practicing good communication skills; and knowing resources and how to access them.

Describe the specific activities identified to reach the goals.

As part of the Youth Success Teams, functions of the responsibilities associated with these positions include but are not limited to:

Academic Mentoring

- Providing direct one-to-one academic mentoring to individual students
- Matching volunteer mentors with identified students
- Maintaining regular contact with schools, volunteers, teachers, students, and parents regarding match
- Utilizing school-supported academic enrichment tools for each match
- Attending and participating in all 'school/community' team meetings

Homework Help

- Providing "homework help" at school sites (i.e. afterschool homework clubs, study hours, etc.)
- Assisting in recruitment of volunteers to provide group tutoring/mentoring in specific subjects to serve student needs.
- Tracking volunteer service hours and the students who attend homework help sessions.

Classroom Support

- Assisting with identification of teacher/staff needs for classroom support
- Serving in classrooms to provide support and promote academic success.

Outline and explain the timeline from project start to completion.

The timeline for this project runs from August 2012-August 2013. The majority of time focuses on the academic school year, with a portion of AmeriCorps hours carried-over into the summer to help address what is commonly referred to as the "summer slump". During the school year, AmeriCorps members will work as part of Youth Success Teams to provide academic support and facilitate linkages between in-school and out-of-school (OST) time learning. During the summer, interaction with students will continue through efforts at local youth agencies and other community-based programs. The relationships formed between students and members of the Youth Success Teams will facilitate opportunities for learning throughout the entire year.

List anticipated outcomes (include estimated number of people to be served)

AmeriCorps Members and Promise Fellows will each work with several hundred students over the course of the school year and summer. Levels of interaction will vary depending on the needs of the student, from one-on-one tutoring to facilitation of group activities.

Primary outcomes are focused on the ABC's – Attendance, Behavior and Course Performance – however Youth Success Teams will also address the socio-emotional, cultural and life-skills needs of students -- key factors to improving their academic skills and positive association to school. These teams will bring community resources, such as volunteer tutor/mentors and Youth Development staff, into the schools to support student learning and well-being.

Attendance & Behavior

Disengagement with school by students and parents often results in poor behavior and attendance in at-risk students. Many disadvantaged and minority families experience barriers to involvement—such as economic well-being, logistical constraints and, in many cases, negative histories with and mistrust of schools.

Indicators of success:

- Improved attendance of chronically absent students (absent 10% or more of days of school.)
- Needs of students referred for behavior intervention addressed
- Bridge between school/parent & school/OST program communications around behavior and performance.
- OST programs provide culturally-affirming, fun, and relevant activities that build social/emotional skills.

Course performance

Indicators of success:

- Ongoing assessment and monitoring of student academic performance.
- Personalized academic interventions developed for students not performing at grade level.
- A healthy balance of individualized tutoring, focused interventions, and opportunities for participants to celebrate their culture and expand their base of relationships across age groups, neighborhoods, and family circumstances.
- A tiered intervention school-based model utilized to identify students academically at risk, provide and adjust interventions and monitor progress.

Evaluation Plan

The value and effectiveness of Youth Success Teams and their impact on students within ISD 709 will be evaluated by ISD 709 leadership team members (including teachers, principals and administration) in collaboration with partners including the Minnesota Alliance for Youth, True North AmeriCorps, United Way of Greater Duluth and other key representatives.

Changes will be measured through the analysis of ISD 709 data that includes: a) standardized test scores, b) school grades in core subjects, c) attendance records, and d) behavior or incidence reports, and reports on homework completion, class participation and individual student needs provided by teachers. Primary areas of focus will be on the ABC's – Attendance, Behavior and Course Performance.

Project Continuation

ISD 709 recognizes that the integration of resources provided by True North AmeriCorps, Minnesota Promise Fellows and the Minnesota Education Corps into the school system multiplies the support available for children most at risk of school failure. For this reason, the District is committed to maintaining a level of financial support for this effort going forward.

It is also important to note that investments from the community will continue to be important, and ongoing funding for this project will be needed. Community support of education is critical to changing the course of current student achievement levels. Schools, by themselves, cannot bear sole responsibility for ensuring our children's success – we must involve the entire community and commit to strategic investments that pave the way for our children's futures and community prosperity.

Going forward, we will work to garner additional ongoing support of these efforts from the business community and other entities that recognize the value of making investments in our community's youth and educational success.

Names and Qualifications

Provide the names and qualifications of people involved in project implementation.

- Bill Gronseth, Superintendent of Schools
- Ed Crawford, Assistant Superintendent
- Tawnyea Lake, Director of Assessment, Evaluation, and Performance
- Elementary and Secondary Principals
- Instructional Data Coaches
 - Studies assert that student learning for all should be the only goal of staff development. There is a demonstrated link between staff development, the development of professional learning communities, resulting in changes in curriculum, instruction and climate, and the cumulative effects on student learning. An **Instructional Data Coach** is a school based teacher leader focused on professional development. Their mission is to assist teachers in learning and applying new knowledge and skills necessary to improved the academic performance of our students. They spend a significant portion of their day in direct contact with teachers in their school and their classrooms making learning personal to them and the needs in their classrooms.

III. PROJECT BUDGET

A. INCOME

<u>Source</u>	<u>Amount</u>
Support	
Government grants – City of Duluth	\$ 40,000
Foundations (Northland, Lloyd K Johnson)	\$ 60,000 (\$30,000 each)
Corporations	\$
Other (specify) – ISD 709	\$ 110,200
Total Income	\$ 210,200

B. EXPENSES

<u>Item</u>	<u>Amount</u>	<u>%FT/PT</u>
ISD 709 Cash Match AmeriCorps/Promise Fellows	\$ 162,200	
ISD 709 Supervision Costs	\$ 48,000	
Total Expense	\$ 210,200	
Difference (Income less Expense)	\$ 0	

State the grant amount requested from the Northland Foundation.

Investments from the Duluth School District, City of Duluth, AmeriCorps and Minnesota Alliance with Youth have covered most costs associated with this project. However, to fully support this project in all Duluth Schools, we need to fill a gap of \$60,000.

We are requesting **\$30,000** from the Northland Foundation to help fill this gap.



DULUTH PUBLIC SCHOOLS

43

*Preparing all students for successful lives in the twenty-first century . . .
success in the workplace, success in the home, and success in the community*

October 30, 2012

Joan Gardner-Goodno and Foundation Board
Lloyd K. Johnson Foundation
130 W Superior Street, Ste 520
Duluth, MN 55802

RE: *Youth Success Team* Model in the Schools
Application for funding of \$30,000 for the 2012-2013 School Year

Dear Ms. Gardner-Goodno and Foundation Board,

Please find enclosed, a Minnesota Common Core Grant Application for the amount of \$30,000. We are requesting funding to cover a portion of the cash match for AmeriCorps Members and Promise Fellows within the schools, building upon the *Youth Success Team* model implemented last year. These teams connect community resources with children and youth at their school site and bridge in-school and out-of-school time activities.

Strategies shown to reduce poverty's impact on children include effectively addressing children's mental and physical health issues, providing focused one-to-one interventions with trained tutors, and providing access to educational, social, and cultural enrichment opportunities that keep youth intellectually and creatively engaged. To this end, Duluth Public Schools, in partnership with True North AmeriCorps and Minnesota Alliance With Youth has established *Youth Success Teams* in every school.

We ask that the Lloyd K. Johnson Foundation support this invitation to partner with the Duluth Public Schools in providing these services. We believe *School Success Teams* increase the overall capacity of our schools and community to ensure our children have the strongest possible foundation for success in school and life. The *Youth Success Teams* ensure that identified students are connected to interventions that help them improve in areas of attendance, behavior, and academic growth. During the school year, AmeriCorps Members and Promise Fellows work as part of *Youth Success Teams* to provide academic support and facilitate linkages between in-school and out-of-school time learning. During the summer, interaction with students will continue through efforts at local youth agencies and other community-based programs. The relationships formed between students and members of *Youth Success Teams* will facilitate opportunities for learning throughout the entire year.

Please direct questions concerning this grant application to me at william.gronseth@duluth.k12.mn.us or 218-336-8752. Thank you in advance for your thoughtful support and consideration of this application.

Most sincerely,

William L. Gronseth
Superintendent of Schools

WLG/skt
Attachment

Minnesota Common Grant Application Form

Grant Application Cover Sheet

Date of application: October 2012 Application submitted to: Lloyd K. Johnson Fdn.

Organization Information

Duluth Public Schools, ISD 709

<i>Name of organization</i>		<i>Legal name, if different</i>	
215 North First Avenue East	Duluth, MN 55802	41-6003776	
<i>Address</i>	<i>City, State, Zip</i>	<i>Employer Identification Number (EIN)</i>	
218-336-8752	218-336-8773	www.duluth.k12.mn.us	
<i>Phone</i>	<i>Fax</i>	<i>Web site</i>	
William Gronseth	Superintendent	218-336-8752	william.gronseth@duluth.k12.mn.us
<i>Name of top paid staff</i>	<i>Title</i>	<i>Phone</i>	<i>E-mail</i>
William Gronseth	Superintendent	218-336-8752	william.gronseth@duluth.k12.mn.us
<i>Name of contact regarding application</i>	<i>Title</i>	<i>Phone</i>	<i>E-mail</i>

Is your organization an IRS 501(c)(3) not-for-profit? _____ Yes No
 If no, is your organization a public agency/unit of government? _____ Yes No

If no, check with funder for details on using fiscal agents, and list name and address of fiscal agent:

Proposal Information

Please give a 2-3 sentence summary of request:
ISD 709 Duluth Public Schools is requesting \$30,000 to cover a portion of the cash match for AmeriCorps Members and Promise Fellows within the schools, building upon the "Youth Success Team" model implemented last year. These Teams connect community resources with children and youth at their school site and bridge in-school and out-of-school time activities.

Population served: **4,500 unduplicated students** Geographic area served: **Duluth, MN**

Funds are being requested for (check one) *Note: Please be sure funder provides the type of support you are requesting.*

<input checked="" type="checkbox"/> General operating support	<input type="checkbox"/> Start-up costs	<input type="checkbox"/> Capital
<input type="checkbox"/> Project/program support	<input type="checkbox"/> Technical assistance	<input type="checkbox"/> Other (list) _____


Project dates (if applicable): 1/1/13 – 6/30/13 Fiscal year end: June 30, 2013

Budget

Dollar amount requested:	<u>\$ 30,000</u>
Total annual organization budget:	<u>\$ 125,000,000</u>
Total project budget (for support other than general operating):	<u>\$ 210,200</u>

Authorization

Name and title of top paid staff or board chair: William Gronseth, Superintendent ISD 709

Signature 

FORM A

MSHSL Foundation Application for Grant for Student Participation

Mission Statement: Founded in 2007, the Minnesota State High School League Foundation is a nonprofit association, serving both public and private schools, created to complement the Minnesota State High School League by providing support for Minnesota's high school youth to participate in athletics and fine arts. Minnesota State High School League Foundation's goals are to promote the growth of high school students through participation in valuable extra-curricular activities.

Awarding of Grants: The primary goal of the Foundation will be to award grants that assist, recognize, promote, and fund extra-curricular participation by high school students in athletic and fine arts programs. These grants will be awarded based upon gender balance, school size and geographic location to the extent possible.

The Minnesota State High School League Foundation Board of Directors has determined that the number of Free and reduced lunch students in grades 9-12 will be used for classification purposes. The MSHSL Foundation wants to encourage each school to seek students whose family income may be limited and encourage them to participate in athletic and fine arts programs in each school community and to recognize the role you play in this endeavor and to assist you in your continued efforts to engage more students.

Please complete the following steps as identified in the FORM A WORKSHEET found on the reverse side of this form.

1. List the number of free/reduced lunch students identified in your schools' **October 1, 2011** report to the Department of Education.

Grade 9:	<u>162</u>	TOTAL	<input type="text" value="652"/>
Grade 10:	<u>162</u>		
Grade 11:	<u>166</u>		
Grade 12:	<u>162</u>		

2. Identify the total **UNDUPLICATED** number of free or reduced lunch students who participated in your schools' activity programs during the 2011-2012 school year.

TOTAL UNDUPLICATED COUNT

3. Attach an original MSHSL FOUNDATION RESOLUTION to this document and mail both items to:

MSHSL Foundation
2100 Freeway Blvd.
Brooklyn Center, MN 55430

OR

Email both documents to ljohnson@mshsl.org

4. All documentation MUST be submitted by email or postmarked NO LATER than November 1, 2012.

Name of School: Duluth Denfeld Federal Tax ID # 8014301

Street Address: 401 N. 44th Ave West

City, State, Zip: Duluth MN 55807

Tom Pearson
Name of Person Completing this Form

William Gronseth
Name of School Superintendent

Tom Pearson
Signature

[Signature]
Signature

FORM A

RESOLUTION OF SCHOOL BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION


WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District 709 School Board recognizes the value of students participation in extracurricular activities; and

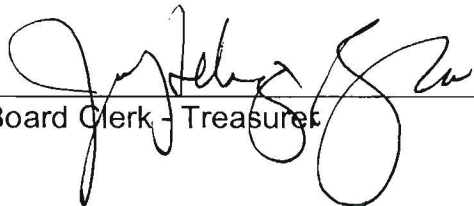
WHEREAS, the MSHSL Foundation is offering grants and funding to assist school district in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Duluth Public School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

11/1/12
Date


Board Chair

11/1/12
Date


Board Clerk - Treasurer

MSHSL Foundation
Application for Grant for Student Participation

Mission Statement: Founded in 2007, the Minnesota State High School League Foundation is a nonprofit association, serving both public and private schools, created to complement the Minnesota State High School League by providing support for Minnesota's high school youth to participate in athletics and fine arts.

Awarding of Grants: The primary goal of the Foundation will be to award grants that assist, recognize, promote, and fund extra-curricular participation by high school students in athletic and fine arts programs.

The Minnesota State High School League Foundation Board of Directors has determined that the number of Free and reduced lunch students in grades 9-12 will be used for classification purposes.

Please complete the following steps as identified in the FORM A WORKSHEET found on the reverse side of this form.

- 1. List the number of free/reduced lunch students identified in your schools' October 1, 2011 report to the Department of Education.

Grade 9: 115
Grade 10: 124
Grade 11: 130
Grade 12: 114
TOTAL 493

- 2. Identify the total UNDUPLICATED number of free or reduced lunch students who participated in your schools' activity programs during the 2011-2012 school year.

97

TOTAL UNDUPLICATED COUNT

- 3. Attach an original MSHSL FOUNDATION RESOLUTION to this document and mail both items to:

MSHSL Foundation
2100 Freeway Blvd.
Brooklyn Center, MN 55430

OR
Email both documents to ljohnson@mshsl.org

- 4. All documentation MUST be submitted by email or postmarked NO LATER than November 1, 2012.

Name of School: DULUTH EAST H.S. Federal Tax ID # 41-6003776

Street Address: 301 NORTH 40TH AVE EAST

City, State, Zip: DULUTH MN 55804

SHAWN ROED
Name of Person Completing this Form

Signature

William Gronseth
Name of School Superintendent

Signature

FORM A

RESOLUTION OF SCHOOL BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

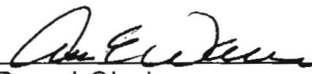
WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District 709 School Board recognizes the value of students participation in extracurricular activities; and


WHEREAS, the MSHSL Foundation is offering grants and funding to assist school district in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

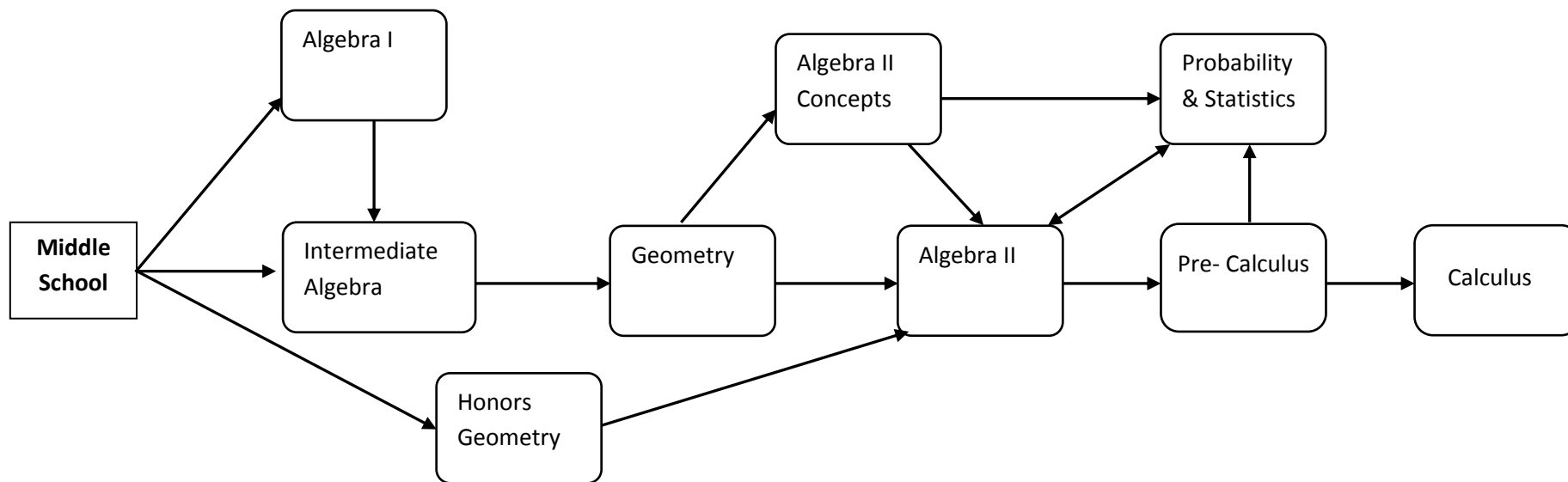
THEREFORE, BE IT RESOLVED, that the Duluth School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

10/25/12
Date


Board Chair

10/25/12
Date


Board Clerk + Treasurer



*Math Lab- struggling math students will be placed in Math Lab for additional support

Algebra I – not for HS math credit.

Algebra II is a prerequisite for Pre-Calculus **Algebra II Concepts or Algebra II is a prerequisite for Probability and Statistics

RESOLUTION**Acceptance of Grant Awards to Duluth Public Schools**

WHEREAS, Minnesota Statute 465.03 requires a school district to accept grants by resolution expressed in the terms prescribed by the donor in full; and,

WHEREAS, acceptance of the grant in accordance with the donor's terms is in the best interest of the Duluth Public Schools:

NOW, THEREFORE, BE IT RESOLVED that the Duluth Public Schools does accept the below-described grants from said organizations in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED that the Duluth Public Schools wishes to extend its grateful appreciation to these various organizations.

	Organization	Author/Contact	Project Title	Award Amount	Terms
1	Northland Foundation	Pam Rees	Pilot Parent Group	\$4,825	Funds from this grant award will be used to support a pilot parent group for parents in the Head Start Program.
2	Northland Foundation	Annette Petersmeyer	Impacting the Lives of Today's Troubled Youth Project	\$1,000	Funds from this grant award will be used to support the Impacting the Lives of Today's Troubled Youth Project at Woodland Hills Academy.
3	Northland Foundation	Wendy Teresi	Unity School Store	\$885	Funds from this grant award will be used to support the Unity School Store.

October 18, 2012

Annette Petersmeyer, Teacher
Woodland Hills Academy - ISD #709
110 West Redwing Street
Duluth, MN 55803

Project #5348

Dear Ms. Petersmeyer:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **Impacting the Lives of Today's Troubled Youth project** and has approved a grant of **\$1,000.00** for the period (10/1/2012 to 6/30/2013) to **Woodland Hills Academy - ISD #709**. If the timeline for your project is different than what is identified above, please notify us and your reporting date will be adjusted.

Enclosed are two copies of the Agreement of Grantee for your review. If you agree with the conditions presented, please have one copy signed by the authorized official and return it to our office by **October 31, 2012**.

The Northland Foundation has implemented an Electronic Funds Transfer process (electronic checks) for grant payments. Enclosed is an ACH Credit Authorization Agreement form to be completed with the grantee organization or fiscal agent organization bank account information. Please return a hard copy of the form immediately to the Northland Foundation via USPS or fax 218-723-4048 in order for our accounting department to release your payment from Republic Bank.

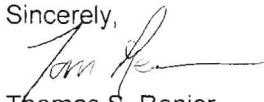
The Northland Foundation will implement a full payment schedule for this grant. If all of the grant conditions are met, this payment will be distributed in the sum of **\$1,000.00 in December 2012**.

The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of a final report on the progress, outcomes, and financial activity of your project. We will expect this report from you by **July 31, 2013**. Please provide us sufficient narrative to describe the progress and impact of your project. For your convenience, the reporting form for grants "\$5,000 and Under" is available on-line at www.northlandfdn.org/Grants/ReportingForms. The completed report can be submitted electronically to carole@northlandfdn.org. If you would like to request a paper copy of the report form, contact Carole Saylor at the Foundation.

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Carole Saylor, if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,



Thomas S. Renier
President

Enclosures

cc: Carole Saylor
Carol Chipman



Building a Strong Foundation for the Future of Our Region

AGREEMENT OF GRANTEE

As a condition of a total grant of **\$1,000.00** from the Northland Foundation to **Woodland Hills Academy - ISD #709** to support the **Impacting the Lives of Today's Troubled Youth** project, the undersigned agrees:

1. To use the funds only for the designated purpose as described in the grant notification letter dated October 18, 2012 and to notify the Northland Foundation of and obtain its consent to any substantial deviations from said grant application.
2. To maintain its books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which grant funds have been expended.
3. To permit the Northland Foundation, at its request, to have complete access to the grantee's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least four years after completion or termination of the project.
4. To repay to the Northland Foundation any portion of the grant which is not used for the purposes specified herein or in the grant application.
5. To not use the funds for any purpose prohibited by law, and to immediately notify the Northland Foundation of any lawsuit or any proceedings before any federal, state, or local administrative agency, which may be initiated against it.
6. To submit progress reports to the Northland Foundation, detailing activities and progress in accomplishing the objectives of the project, as well as all expenditures made in administration of the grant, as requested by the Northland Foundation staff.
7. Upon completion of the period for which funds were granted, to submit a detailed final report of the activities carried out under the grant, a final expenditures report, and an evaluation of what has been accomplished by the project.
8. That the total amount of this grant, or any payment thereof, may be discontinued, modified or withheld at any time when, in the judgment of the Northland Foundation, such action is necessary to comply with requirements of the law.

Duluth Public Schools, ISD 709
Name of Organization or Fiscal Agent



Authorized by Organization
(Administrator, Officer, Board Chair, Superintendent)

10/29/12
Date

Project #5348

NORTHLAND FOUNDATION

53

ACH Credit Authorization Agreement for automatic deposits

GRANT # 5348

Please complete and return to the Northland Foundation

Contact Name

Contact email address

Organization Name (Grantee)

Contact Phone Number

Fiscal Agent Name/Contact Name/Phone Number (if acting as fiscal agent for Grantee)

Financial Institution

Account Name

Financial Institution - Street Address

Financial Institution - City/State/Zip

Bank Routing Number

Account Number at Financial Institution



Savings Account



Checking Account

I authorize Northland Foundation and the financial institution listed above to initiate electronic monthly payment credit entries, and if necessary, debit entries for adjustments to any credit entries in error to above named account. We will contact you before any adjusting entries are made. This authority will remain in effect until I have cancelled it in writing or for the duration of the Grant.

Wm. D. Smith SUPERINTENDENT
Authorized Signature / Title

10/29/12
Date

Please attach voided check here:

Northland Foundation
202 W. Superior St. #610
Duluth, MN 55802
(218)723-4040
Fax: (218)723-4048
1-800-433-4045
www.northlandfdn.org

October 23, 2012

Wendy Teresi, Teacher
Unity High School - ISD #709
215 North 1st Avenue East
Duluth, MN 55802

Project #5332

Dear Ms. Teresi:

I am pleased to inform you that the Northland Foundation's *KIDS PLUS Youth in Philanthropy Board* has reviewed your proposal for the **School Store** and agreed to support a grant for **\$885.00** for the period (10/1/2012 to 12/31/2012) to **Unity High School – ISD #709**. If the timeline for your project is different than what is listed above, please notify us and your reporting date will be adjusted. Your grant was made with funding support from Minnesota Power. Please take a few minutes to send a special "thank-you" to Peggy Hanson, Community Relations Coordinator, Minnesota Power, 30 West Superior Street, Duluth, MN 55802.

Enclosed are two copies of the Agreement of Grantee for your review. If you agree with the conditions presented, please have one copy signed by the authorized official and return it to our office by **November 15, 2012**.

The Northland Foundation has implemented an Electronic Funds Transfer process (electronic checks) for grant payments. Enclosed is an ACH Credit Authorization Agreement form to be completed with the grantee organization or fiscal agent organization bank account information. Please return a hard copy of the form immediately to the Northland Foundation via USPS or fax 218-723-4048 in order for our accounting department to release your payment from Republic Bank.

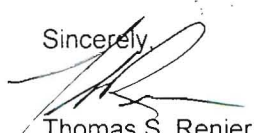
The Northland Foundation will implement a full payment schedule for this grant. If all of the grant conditions are met, this payment will be distributed in the sum of **\$885.00 in December 2012**.

The Northland Foundation will be making public news releases through the regional media regarding all of the *KIDS PLUS Youth In Philanthropy Board* grant awards. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation and Minnesota Power would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of a final report on the progress, outcomes, and financial activity of your project. We will expect this report from you by **January 31, 2013**. Please provide us sufficient narrative to describe the progress and impact of your project. For your convenience, the reporting forms are available on-line at www.northlandfdn.org/Grants/ReportingForms. The completed report can be submitted electronically to carole@northlandfdn.org. If you would like to request a paper copy of the report form, contact Carole Saylor at the Foundation.

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Carole Saylor, if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,



Thomas S. Renier
President

Enclosures



cc: Carole Saylor
Carol Chipman

Building a Strong Foundation for the Future of Our Region

AGREEMENT OF GRANTEE

As a condition of a total grant of **\$885.00** from the Northland Foundation's *KIDS PLUS Youth in Philanthropy Board* to **Unity High School - ISD #709** to support the **School Store project**, the undersigned agrees:

1. To use the funds only for the designated purpose as described in the grant notification letter dated October 23, 2012 and to notify the Northland Foundation of and obtain its consent to any substantial deviations from said grant application.
2. To maintain its books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which grant funds have been expended.
3. To permit the Northland Foundation, at its request, to have complete access to the grantee's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least four years after completion or termination of the project.
4. To repay to the Northland Foundation any portion of the grant which is not used for the purposes specified herein or in the grant application.
5. To not use the funds for any purpose prohibited by law, and to immediately notify the Northland Foundation of any lawsuit or any proceedings before any federal, state, or local administrative agency, which may be initiated against it.
6. Upon completion of the period for which funds were granted, to submit a detailed final report of the activities carried out under the grant, a final expenditures report, and an evaluation of what has been accomplished by the project.
7. That the total amount of this grant, or any payment thereof, may be discontinued, modified or withheld at any time when, in the judgment of the Northland Foundation, such action is necessary to comply with requirements of the law.

Duluth Public Schools
Unity High School, ISD
Name of Organization or Fiscal Agent 709



Authorized by Organization
(Administrator, Officer, Board Chair, Superintendent)

10/30/12

Date

Project #5332

NORTHLAND FOUNDATION

ACH Credit Authorization Agreement for automatic deposits

GRANT # 5332

Please complete and return to the Northland Foundation

Wendy Teresi
Contact Name

wendy.teresi@duluth.k12.mn.us
Contact email address

Unity High School
Organization Name (Grantee)
ISD 709

218-336-8700 x 1289
Contact Phone Number

Brenda VanDell 336-8700 x 1162
Fiscal Agent Name/Contact Name/Phone Number (if acting as fiscal agent for Grantee)

Duluth Teachers Credit Union
Financial Institution

Unity High School
Account Name

11 W 2nd St.
Financial Institution - Street Address

Duluth, MN 55802
Financial Institution - City/State/Zip

291973687
Bank Routing Number

0000 55104-4
Account Number at Financial Institution

<input checked="" type="checkbox"/> Savings Account	<input type="checkbox"/> Checking Account
---	---

I authorize Northland Foundation and the financial institution listed above to initiate electronic monthly payment credit entries, and if necessary, debit entries for adjustments to any credit entries in error to above named account. We will contact you before any adjusting entries are made. This authority will remain in effect until I have cancelled it in writing or for the duration of the Grant.

Aileen Power, Principal
Brenda M. Vandell, office
Authorized Signature / Title
Support
Date 10/29/12

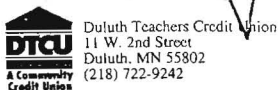
UNITY SCHOOL
215 N. 1ST AVE E
DULUTH, MN. 55802
218 336 8756

TO Northland Foundation

2584
75-7368/2919

Pay to the Order of _____ \$ _____

Dollars Security Features Details on Back



For _____

⑆ 291973687⑆ 0000551044⑆ 2584

nd Foundation
Superior St. #610
MN 55802
i-4040
8)723-4048
3-4045
rthlandfdn.org

October 18, 2012

Pam Rees, Director
Duluth Head Start - ISD #709
2102 North Blackman Ave
Duluth, MN 55811

Project #5353

Dear Ms. Rees:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **Head Start Parent Group project** and has approved a grant of **\$4,825.00** for the period (10/1/2012 to 3/31/2013) to **Duluth Head Start - ISD #709**. If the timeline for your project is different than what is identified above, please notify us and your reporting date will be adjusted.

Enclosed are two copies of the Agreement of Grantee for your review. If you agree with the conditions presented, please have one copy signed by the authorized official and return it to our office by **October 31, 2012**.

The Northland Foundation has implemented an Electronic Funds Transfer process (electronic checks) for grant payments. Enclosed is an ACH Credit Authorization Agreement form to be completed with the grantee organization or fiscal agent organization bank account information. Please return a hard copy of the form immediately to the Northland Foundation via USPS or fax 218-723-4048 in order for our accounting department to release your payment from Republic Bank.

The Northland Foundation will implement a full payment schedule for this grant. If all of the grant conditions are met, this payment will be distributed in the sum of **\$4,825.00 in December 2012**.

The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of a final report on the progress, outcomes, and financial activity of your project. We will expect this report from you by **April 30, 2013**. Please provide us sufficient narrative to describe the progress and impact of your project. For your convenience, the reporting form for grants "\$5,000 and Under" is available on-line at www.northlandfdn.org/Grants/ReportingForms. The completed report can be submitted electronically to carole@northlandfdn.org. If you would like to request a paper copy of the report form, contact Carole Saylor at the Foundation.

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Carole Saylor, if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,



Thomas S. Renier
President

Enclosures

cc: Carole Saylor
Carol Chipman



Building a Strong Foundation for the Future of Our Region

DISTRICT 709 FIELD TRIP REQUESTS

In accordance with School District Policy District 6160, District 709 recognizes properly planned, well conducted, and carefully supervised field trips may be a vital part of the curriculum. School field trips are encouraged within available resources and requirements outlined below.

DIRECTIONS: All staff are required to submit a Field Trip Request **prior** to the field trip being finalized with the involved students and to:

- Receive administrative and/or extra-curricular coordinator approval for all instructional and supplementary field trips
- Receive administrative reviewal and school board approval for all extended trips (Exceptions may be granted by the school board chair to accommodate emergencies.)

DEFINITIONS:

Instructional Trips - Trips that take place during the school day, relate directly to a course of study, and require student participation. Fees may not be assessed against students.

Supplementary Trips - Trips in which students voluntarily participate in and which often take place outside the regular school day, but do not include overnight stays. Financial contributions may be requested of students.

Extended Trips Within Minnesota, the Continental United States, or a Foreign Country - Trips that involve one or more overnight stops within Minnesota, the Continental United States, or a Foreign Country and may be instructional or supplementary and are voluntary in nature. Extended field trips require school board approval prior to the trip.

INSTRUCTIONAL TRIP ACTION

Principal: Approved Name: _____
 Not Approved Date: _____

SUPPLEMENTAL TRIP ACTION

Principal: Approved Name: _____
 Not Approved Date: _____

Instructional/Supplemental Trips need not be sent to District office.

EXTENDED TRIP ACTION

Principal: Recommended Name: Jim Audts
 Not Recommended Date: 10-31-12

Assistant Superintendent: Recommended Name: E. Crawford
 Not Recommended Date: 11/6/12

School Board: Approved Name: _____
 Not Approved Date: _____

All extended trip proposals must be sent to the Assistant Superintendent's Office to be placed on the Education Committee meeting agenda for approval.

FIELD TRIP REQUEST FORM

Date of Submission:

59

Type of Trip: Instructional Supplementary Extended

1. Organization/Grade/Course Planning Trip: Duluth FFA
2. Contact Person (Responsible for Checklist Completion): Jennifer Madlote FFA Advisor
3. Field Trip Date(s): Dec. 6-7, 2012 Destination: UofM-Crookston
4. Field Trip Overview (Include events, establishments and locations): Students participate in Career development events (competitions) at this invitational. Events take place on the UMC Campus. Students may also earn awards + Scholarships.
5. Field Trip Departure from School (Date and Time): 1:30pm Thurs. Dec. 6, 2012
Field Trip Return to School (Date and Time): ~~6:00~~ 7:00 pm. Friday Dec 7, 2012
6. Objectives of Field Trip: Students prepare for the career competitions. This gives them the opportunity to see what they've learned as they prepare for region and hopefully state events! This is also a great team building experience!
7. Relationship to Curriculum or Student Learning: Students use what they've learned in their Agriculture class and also goes beyond classroom expectations.
8. Planned Follow-up Field Trip Activities: Students share what they gained with other FFA members. This helps to motivate and build our local chapter
9. Field Trip Budget Request

Estimated Expenses		
Total Admission/Fees	<u>(7 students) Registered + 1 meal ea.</u>	\$ <u>84.00</u>
Total Meals	<u>(25.00 ea)</u>	\$ <u>200.00</u>
Total Lodging	<u>(86.74/night)</u>	\$ <u>433.70</u>
Total Transportation		\$
<input checked="" type="checkbox"/> School District Vehicle(s)	<u>Van to Grand Rapids \$100. Then will go with Grand Rapids FFA on school bus</u>	400.00
<input type="checkbox"/> Commercial Transportation Carrier ~ Name:		
<input type="checkbox"/> Private Vehicle (requires certificate of insurance) ~ Name:	<u>\$ 300</u>	
Total Additional Stipends:		\$
Other:	<u>Substitute cost 1/2 day</u>	\$ <u>50.00</u>
Total		\$ <u>1167.70</u>

Revenues		
District Budget	Code:	\$
Booster Group	<u>Student club account</u>	\$ <u>787.76</u>
Donations	<u>Perkins (Advisor, Substitute), Meals</u>	\$ <u>170.00 =</u>
Student Fees		\$ <u>210.00</u>
Total Additional Stipends:		\$
Total		\$

11. Reviewed/Completed Request Checklist: Yes No

RETURN COMPLETED REQUEST TO BUILDING PRINCIPAL

FIELD TRIP REQUEST CHECKLIST - All Field Trips

DIRECTIONS: Please complete checklist. No attachments are necessary.

- Develop and Communicate Student Discipline Expectations
- Forward Field Trip Explanation and Fee Structure Letter Sent to Parents/Guardians
- Collect Parent/Guardian Permission for Student Participation in Field Trip (Include request for special information - i.e. allergies, medications, special needs.)
- Gain Access to Cell Phone for Field Trip
- Plan Arrangements for Early Pick-Up or Late Drop-Off Students (if necessary).
Guide: May choose to leave message on school voice mail to help with late drop off.
- Plan Meal Arrangements (if necessary)
Reminder: Notify food service of non-participation.
- Plan Administration of Student Medication and First Aid Needs (if necessary)
Guide: Contact School Nurse.
- Develop and Communicate Action Plan if Student Gets Lost on Trip
- Arrange Adult Chaperones for Field-Trip (if necessary)
Guide: One (1) adult for every twenty (20) students depending on field trip. Parent volunteers are encouraged when possible or appropriate. *OKAY*
- Develop and Communicate Teacher and Adult Chaperone Expectations
Example: Supervision duties, no smoking, no alcohol
- Planned Itinerary

TIME

LOCATION

see attached

- Maintain Student Roster and Check-in/Check-out Procedure
- Arrangement for Safety Needs (i.e. crossing guards)

Signature of Contact Person: *Jennifer J Madole ext 4035*

FIELD TRIP REQUEST CHECKLIST - Extended Trip Only

DIRECTIONS: Please complete checklist and attach all appropriate materials.

- Develop and Complete Field Trip Itinerary and Emergency Telephone Contacts Letter to Parents/Guardians
Note: Attach tentative planned itinerary.
- Arrange Funding of Expenses During Trip
- Arrange Meal Plans
- Arrange Lodging Plans and Room Assignments
- Collect Family Emergency Information for Students
Example: Home phone numbers, emergency contacts, medical information
- Additional Information
Note: Provide any additional information.

Signature of Contact Person: *Jennifer J Madole ext. 4039*

Duluth FFA Itinerary

University of Minnesota Crookston- Ag and Natural Resources Activities Day

Thursday, Dec. 6, 2012

- 1:30 p.m. Leave East HS
- 3:00 p.m. Arrive Grand Rapids High School and board school bus
- 6:00 p.m. Arrive Crookston and hotel check in.
- 6:30 p.m. Dinner and/or trip to Cabela's Sporting Goods in East Grand Forks, ND
- 9:00 p.m. Return to hotel for some study/swim time
- 10:30 p.m. Lights out

Friday, Dec. 7, 2012

- 6:45 a.m. Leave hotel for UMC
- 7:15 a.m. Check in and Registration for CDE's
- 8:00 a.m. Events begin
- 1:00 p.m. Awards Ceremony
- 2:00 p.m. Leave for home
- 5:00 p.m. Arrive Grand Rapids and leave for Duluth
- 6:30 p.m. Arrive at East HS

FIELD TRIP REQUEST FORM

Date of Submission: 10-1-12

Type of Trip: Instructional Supplementary Extended

1. Organization/Grade/Course Planning Trip: Thunder Bay Trip
2. Contact Person (Responsible for Checklist Completion): Bruce Huhm
3. Field Trip Date(s): May 29 - 30, 2013 Destination: Thunder Bay Canada
4. Field Trip Overview (Include events, establishments and locations): See attached Schedule

5. Field Trip Departure from School (Date and Time): 6:30 AM - May 29, 2013
Field Trip Return to School (Date and Time): 2:15 PM - May 31, 2013
6. Objectives of Field Trip: Geography and Culture, First Country experience, and Teaching a Life Skill.
7. Relationship to Curriculum or Student Learning: Foreign Country we can visit.

8. Planned Follow-up Field Trip Activities: Pre-teaching about money, language, and cultural differences.

9. Field Trip Budget Request

Estimated Expenses	
Total Admission/Fees	\$
Total Meals	\$
Total Lodging	\$
Total Transportation	\$
<input type="checkbox"/> School District Vehicle(s)	
<input type="checkbox"/> Commercial Transportation Carrier ~ Name: _____	
<input type="checkbox"/> Private Vehicle (requires certificate of insurance) ~ Name: _____	
Total Additional Stipends:	\$
Other:	\$
Total	\$

Revenues	
District Budget	\$
Code:	\$
Booster Group	\$
Donations	\$
Student Fees	\$
Total Additional Stipends:	\$
Total	\$

11. Reviewed/Completed Request Checklist: Yes No

RETURN COMPLETED REQUEST TO BUILDING PRINCIPAL

FIELD TRIP REQUEST CHECKLIST - All Field Trips

DIRECTIONS: Please complete checklist. No attachments are necessary.

- Develop and Communicate Student Discipline Expectations
- Forward Field Trip Explanation and Fee Structure Letter Sent to Parents/Guardians
- Collect Parent/Guardian Permission for Student Participation in Field Trip (Include request for special information - i.e. allergies, medications, special needs.)
- Gain Access to Cell Phone for Field Trip
- Plan Arrangements for Early Pick-Up or Late Drop-Off Students (if necessary).
Guide: May choose to leave message on school voice mail to help with late drop off.
- Plan Meal Arrangements (if necessary)
Reminder: Notify food service of non-participation.
- Plan Administration of Student Medication and First Aid Needs (if necessary)
Guide: Contact School Nurse.
- Develop and Communicate Action Plan if Student Gets Lost on Trip
- Arrange Adult Chaperones for Field Trip (if necessary)
Guide: One (1) adult for every twenty (20) students depending on field trip. Parent volunteers are encouraged when possible or appropriate.
- Develop and Communicate Teacher and Adult Chaperone Expectations
Example: Supervision duties, no smoking, no alcohol
- Planned Itinerary

TIME LOCATION

See attached

- Maintain Student Roster and Check-in/Check-out Procedure
- Arrangement for Safety Needs (i.e. crossing guards)

Signature of Contact Person: Bruce J. [Signature]

FIELD TRIP REQUEST CHECKLIST – Extended Trip Only

DIRECTIONS: Please complete checklist and attach all appropriate materials.

- Develop and Complete Field Trip Itinerary and Emergency Telephone Contacts Letter to Parents/Guardians
Note: Attach tentative planned itinerary.
- Arrange Funding of Expenses During Trip
- Arrange Meal Plans
- Arrange Lodging Plans and Room Assignments
- Collect Family Emergency Information for Students
Example: Home phone numbers, emergency contacts, medical information
- Additional Information
Note: Provide any additional information.

Signature of Contact Person: Bruce J. [Signature]

Thunder Bay

The total cost of the trip is \$230.00. You must pay \$50.00 down to sign up your student. Please make checks payable to Lincoln Park School. The remaining \$180.00 is due by May 1, 2013. If, for any reason, your student can't go the money will be refunded. All grade 7 students are eligible to go on the trip.

Students must be making progress in their classes to be eligible. They must follow all school rules and policies to participate in the trip. They must have regular school attendance. They must have fewer than 30 tardies to classes. They may not have more than 4 referrals, to include bus reports, ISS, or OSS during the school year. U conduct grades will be considered.

If you have any more questions please contact me at school at 336-8880 ext. 3308

Bruce Holm

Thunder Bay Schedule

Wednesday, May 29, 2013

6:30 AM Leave from in front of Lincoln Park
 10:00 AM Stop at Ryden's Store to exchange money.
 1:00 PM Lunch at McDonalds on Arthur Street
 2:00 PM Arrive at Lakehead University.
 3:00PM Meet with the Thunder Bay Mayor at city hall
 4:00 PM Tour University
 5:00 PM Dinner at University Cafeteria
 6:15 PM Leave University for Movie Theater
 11:00PM Everyone in your dorm building
 12:00 Midnight Lights out

Thursday, May 30, 2013

8:00 AM Wake up
 8:30 AM Breakfast in University Cafeteria
 9:30 AM Leave for Old Fort William
 10:00AM Begin tour of Old Fort William
 Noon Leave for mall
 3:00 PM Swim at Canadian Games Complex
 6:00 PM Return to the University for dinner
 7:00 PM Dinner at University cafeteria
 8:00 – 11:00 PM Dance at University
 11:00 PM In your dorm building
 12:00 Midnight Lights out

Friday, May 31, 2013

6:30AM Wake up
 7:15 AM Breakfast in University Cafeteria
 8:15 AM Room cleanup (all garbage in basket) and inventory
 9:00AM Leave for home with stop at Ryden's to change money.
 12:00 Noon Lunch at Culvers in Two Harbors.
 2:15 PM Arrive at Lincoln Park (estimated)

Memorandum

To: MSHSL
 CC: Bonnie Fuller-Kask, Duluth East Nordic Ski Coach
 From: Duluth School Board
 Date: 10/10/2012
 Re: Yellowstone Nordic Ski Trip

Background:

The MSHSL has requested that the Duluth School board give permission for the 11th annual Yellowstone Nordic Ski Trip. This is a community trip where several local coaches take kids from the following schools to ski in Yellowstone: East, Central, Denfeld, Marshall, Two Harbors, Ely, Mesabi East, Cloquet, Hermantown, and St. Cloud Tech.

The trip is run through a local company, Superior Performance. None of the bills will come to any of the schools. Duluth Public Schools does not fund this trip and the only connection ISD 709 has is that our coach is one of the chaperones, and a few of our Duluth skiers are going. ISD 709 does not accept any liability beyond this notification.

From Dave Stead, MSHSL (dstead@mshsl.org)

Even though this trip is not an official ISD 709 Nordic Ski event, a determination was made by the MSHSL about travel where the schools team members and coach travel together in season. If the coach doesn't go and the trip is voluntary for anyone who wants to go travel during their vacation, that's not an issue. If the coach is involved, the trip is then considered to be a school team trip. So, yes, in that instance, approval from the school boards would be necessary.

The 4 points below are in response to the MSHSL Travel Policy.

1. Itinerary: Leave Duluth at 5:00pm on Fri., Nov.16, 2012
 Arrive Kelly Inn, West Yellowstone on Sat., Nov.17
 Leave West Yellowstone at 4:00pm on Fri., Nov. 23
 Arrive Duluth on Sat., Nov.24
2. All skiers pay for their own trip. No funds are received from the School.
3. Title IX: Both boys and girls are welcome on the trip.
4. ISD 709 School Board: Please approve travel for the East Nordic Skiing Boys and Girls Teams.

Summary

The Yellowstone Ski trip has been a long standing tradition in the ski community. Even though ISD 709 is not sponsoring it, and it is not on our schedule. Please consider this a letter of permission for the coaches and Duluth student athletes to participate.

Bonnie Fuller-Kask, Head Coach Duluth East Nordic Ski Team
 218-724-2775 - coachbonnie@cpinternet.com
www.duluthenordic.org

From: Dawn & Shawn Miller [dawnmiller07@me.com]
Sent: Tuesday, October 16, 2012 8:45 AM
To: tom r. pearson
Subject: Re: Ironwood Practice?

Here is our itinerary. I used the East form and filled in our itinerary. Do you need anything else from me? When do you think we will have approval? The sooner the better so that I can get the info. out to the skiers at our team and parent meetings.

1. Itinerary: Leave Duluth at 3:45pm on Fri., Nov. 30, 2012

Arrive at Wolverine Village in Ironwood MI by 6pm on Fri., Nov. 30

Leave Ironwood MI by 1pm on Sun., Dec. 2, 2012

Arrive Duluth by 3pm on Sun., Dec. 2nd

2. All skiers pay for their own trip. No funds are received from the School.

3. Title IX: Both boys and girls are welcome on the trip.

4. ISD 709 School Board: Please approve travel for the Denfeld Nordic Skiing Boys and Girls Teams.

On Oct 8, 2012, at 2:38 PM, tom r. pearson wrote:

Dawn - I was thinking this policy was "scratched", but it's still in effect. Please read below. Tom

<https://webmail.duluth.k12.mn.us/owa/Eddie.Crawford@duluth.k12.mn.us/?ae=Item&t=IPM.Note&id=RgAAAAAeQRAvTs...> 10/16/2012



ALC/UNITY HIGH SCHOOL
 INDEPENDENT SCHOOL DISTRICT 709
 215 NORTH FIRST AVENUE EAST
 DULUTH, MINNESOTA 55802
 PHONE: (218) 336-8756
 FAX: (218) 336-8770

October 5, 2012

William Gronseth
 Ind. School Dist. 709
 215 N. 1st Ave. E.
 Duluth, MN 55802

Dear Mr. Gronseth,

This is to certify that the persons listed below have completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive his/her diploma from Duluth Public Schools.

Name of Graduate / School

Graduation Date

Duluth Public Schools

Mindi Ruth Gravelle

10/2/12

Please send to Brenda at Unity.

Brenda VanDell

Office Support Specialist
 Unity/ALC High School



East High School

301 North 40th Avenue East · Duluth, Minnesota 55804 · 218.336.8845/Fax 218.336.8859

September 27, 2012

Mr. Ed Crawford
Director of School Operations
ISD 709
215 North First Avenue East
Duluth, MN 55802

Dear Mr. Crawford

The following student has completed her credits at East and would like an East diploma.

I would like to order an East diploma for:

Name – **Kayman Jade Seavey** – date of graduation – **9/26/2012**

Thank you in advance for your assistance.

Sincerely,

Laurie Knapp
Principal

LK:kw



ALC/UNITY HIGH SCHOOL
 INDEPENDENT SCHOOL DISTRICT 709
 215 NORTH FIRST AVENUE EAST
 DULUTH, MINNESOTA 55802
 PHONE: (218) 336-8756
 FAX: (218) 336-8770

November 2, 2012

William Gronseth
 Ind. School Dist. 709
 215 N. 1st Ave. E.
 Duluth, MN 55802

Dear Mr. Gronseth,

This is to certify that the persons listed below have completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive his/her diploma from Duluth Public Schools.

Name of Graduate / School

Graduation Date

Duluth Public Schools

Derek A. Baker

11/1/12

Please send to Brenda at Unity.

Brenda VanDell

Office Support Specialist
 Unity/ALC High School