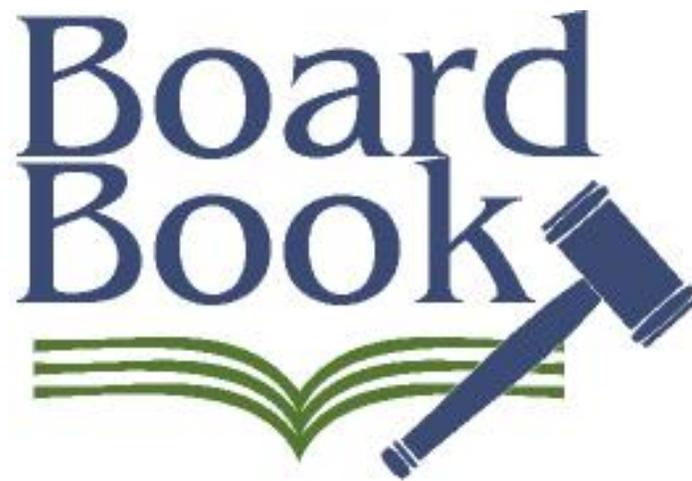


# **Intermediate District 287**

Responsive. Innovative. Solutions.



**Intermediate District 287**

**Regular Meeting**

**Thursday, January 22, 2015 6:30 PM**

# Intermediate District 287

## RESPONSIVE. INNOVATIVE. SOLUTIONS

### GENERAL MEETING OF THE BOARD

Thursday, January 22, 2015

6:30 PM @ District Service Center Board Room

#### AGENDA

	<u>Page #</u>
1. CALL TO ORDER (Action)	
2. APPROVAL OF GENERAL MEETING AGENDA (Action)	
3. OPEN FORUM (Information)	
4. APPROVAL OF CONSENT AGENDA (Action)	
4. 1. Organizational Board Meeting Minutes from January 8, 2015	4
4. 2. General Board Meeting Minutes from January 8, 2015	6
4. 3. Routine Human Resource Activities for January 22, 2015	8
4. 4. Assistance To Schools Using Prone Restraints Grant	11
4. 5. Minnesota Child Care Resource & Referral Network - Think Small Center and School Age Grant	12
5. SHARE THE SUCCESS & RECOGNITION (Information)	
5. 1. Employee Recognition – The November & December 2014 “Above & Beyond” Employee Kathy Enselein, Instructor at Edgewood Education Center will be announced to the Board as the November “Above & Beyond” winner. Lynda Benkofske, Independent Study & Targeted Services at the District Service Center is the December “Above & Beyond” winner.	
5. 2. Employee Recognition – The January 2015 “Above & Beyond” Employee Jan Joslin, Assistant Principal for the Care & Treatment Programs will be announced to the Board as the January “Above & Beyond” winner.	
6. SUPERINTENDENT'S REPORT - (15 minutes) (Information)	
6. 1. Superintendent Annual Goals The Superintendent will foreshadow a mid-year report on progress toward the Annual Goals.	13
6. 2. GradMinnesota: Legislative The Board will be provided an explanation of the overlap between the Grad Mn Policy Brief and the graduation initiatives in Hennepin County.	14
7. INSTRUCTIONAL REPORT - (30-45 minutes) (Information)	
7. 1. Instructional Results Reports Leadership from Educational Programs and Technology & Innovation Divisions will report on progress towards achieving our instructional results.	27
8. BUSINESS SERVICES & LABOR RELATIONS REPORT - (15 minutes)	
8. 1. Financial Report	
8. 1. 1. Approval of Routine Monthly Finance Report (Action) Gloria Wilder, Director of Finance will provide an overview of the November 2014 monthly finance report and the Board will be asked to approve them.	29
8. 1. 2. What the Board Needs To Know About Fiscal Host Agreements Gloria Wilder, Director of Finance, will share this document and be available for questions.	40
8. 2. Facilities Report (Action)	
8. 2. 1. South Education Center Playfield Contract Award	41

Mike Cowles, Director of Facilities will provide an overview of the scope of the project that includes a playfield and walking track to be added at South Education Center. The project is being completed as part of a matching grant from Hennepin County. The board will be asked to approve the award of the contract for the South Education Playfield.

8. 3. Human Resource Report - None

*(Information)*

**9. BOARD BUSINESS - (15 minutes)**

*(Information)*

9. 1. Policy Review & Revision - None

9. 2. Board Reports

9. 2. 1. Chair Report

9. 2. 2. AMSD Report (Ann Bremer)

9. 2. 2. 1. January 2015 AMSD Newsletter

42

9. 2. 3. NSBA 75th Annual Conference, March 21-23, 2015

46

9. 3. District News

9. 3. 1. School Board Planning Calendar

47

9. 3. 2. January 8, 2015 Board Event Calendar

49

9. 3. 3. 2014-2015 Get on the Bus & Local 2209/Board Breakfast Schedule

51

9. 4. Once Around the Table

**10. ADJOURNMENT**

**DISTRICT 287 ORGANIZATIONAL BOARD MEETING**  
**Intermediate District 287**  
**January 8, 2015**  
**MINUTES**

**1. CALL TO ORDER**

Chair Ann Bremer called the organizational meeting to order at 6:36 PM in the District Service Center Board Room.

Chair Bremer administered The Oath of Office to the attending members J. Palm, C. Bomben, R. Neville, L. Ronbeck, K. Filla, M. Kunz, D. Henke, S. Tyrrell, N. Gores, C. Peterson, and A. Bremer.

A Roll Call was taken and a quorum was declared with twelve member districts represented and the following Board members in attendance:

286	Brooklyn Center	Jeffrey Palm
272	Eden Prairie	Carol Bomben
273	Edina	Regina Neville
270	Hopkins	Laura Ronbeck
270	Minnnetonka	Karen Filla
278	Orono	Michèle Kunz
279	Osseo	Dean Henke
281	Robbinsdale	Sherry Tyrrell
283	St. Louis Park	Nancy Gores
284	Wayzata	Carter Peterson
277	Westonka	Ann Bremer

Absent: 280/Rowley

Guests: Jim Eichten

287 Administration: Sandra Lewandowski, Colleen Baumtrog, Anne Becker, Michael Cowles, Mae Hawkins, Elisabeth Rogers, Jennifer McIntyre, Christina Houck, Chad Maxa, Jon Voss, and Wauneen Mgeni

287 Staff Members: Greg Krohn

**2. Nominating Committee Report**

*Motion by Sherry Tyrrell, seconded by Nancy Gores, to accept the slate of officers for January 2015-December 2015 as presented to the Board: Chair-Ann Bremer; Vice Chair-Carol Bomben; Board Clerk-Nancy Rowley and Board Treasurer-Michèle Kunz. No additional nominations. Motion carried unanimously.*

The newly elected officers took their places at the executive table. Board members Carter and Filla requested that other Board members think about becoming an Board Officer for next year.

**3. Organizational Business**

The yearly Board meeting schedule was shared, using the format of the second and fourth Thursday of the month with the exception of July, April, August, November and December, which were adjusted for Holidays and Winter Break. Dates for the year are: January 8 & 22, February 12 & 26, March 12 & 26, April 9, May 14 & 28, June 11 & 25, August 27, September 10 & 24, October 8 & 22, November 12, and December 10. *Motion by Ann Bremer, second by Nancy Gores, to approve the Board meeting schedule as presented. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, second by Carol Bomben, to waive the necessity to recite the Pledge of Allegiance. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, second by Michèle Kunz, to appoint Mae Hawkins as Assistant Treasurer & Authorization for Payment of Claims for the Board of Education. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, second by Michèle Kunz, to authorize Mae Hawkins or her designee to execute wire transfers on behalf of District 287 for January 2015-December 2015. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, second by Michèle Kunz, to designate Morgan Stanley Smith Barney, LLC; Minnesota School District Liquid Asset Fund Plus; U. S. Bank, Mpls; Wells Fargo Bank, Mpls, Prudent Man Advisors (PMA) Financial Network, and Springsted Investment Advisors as financial institutions for depository/investment purposes for January 2015 – December 2015 and authorize the chairperson, clerk, and treasurer to sign the ‘certificate of authority’ for these institutions. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, second by Carol Bomben, to designate MN Sun Publications, The Laker/Pioneer, and Osseo/Maple Grove Press as the official newspapers for January 2015 – December 2015. No discussion. Motion carried unanimously.*

A resolution authorizing the Superintendent of Schools, the Executive Director of Administrative Services, and /or the Director of Finance to execute contracts for January 2015-December 2015 school year was brought forth. *A resolution motion was made by Ann Bremer, second by Sherry Tyrrell, to waive the reading of the resolution and to authorize Superintendent of Schools, the Executive Director of Administrative Services, and /or the Director of Finance to execute contracts on behalf of the District and is also authorized to execute contracts that have been previously approved by the Board. No discussion. The following voted in favor: Gores, Kunz, Tyrrell, Bomben, Palm, Peterson, Filla, Neville, Henke, Bremer, and Ronbeck. No votes against. Resolution carried.*

*Motion by Ann Bremer, seconded by Carol Bomben, recommending that Anne C. Becker, General Counsel and Executive Director of Labor Relations, and E. Jaynie Leung, independent contractors providing legal services to the Intermediate, and other legal counsel selected by the Superintendent as necessary to conduct the business, and protect the legal interests, of the District. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, seconded by Michèle Kunz, recommending the approval of the Board Compensation. No discussion. Motion carried unanimously.*

An annual resolution was necessary to meet data privacy reporting requirements as set forth by the State of Minnesota. *Resolution motion by Ann Bremer, seconded by Dean Henke, to waive the reading of the resolution and to appoint Sandra Lewandowski as responsible authority for District 287 and she is hereby authorized to take all actions necessary to assure that all programs, administrative procedures, and forms used with District 287 are administered in compliance with the provision of the current Minnesota Statute. No discussion. The following voted in favor: Gores, Bomben, Filla, Bremer, Neville, Ronbeck, Peterson, Tyrrell, Henke, Palm, and Kunz. No votes against. Resolution carried.*

A board member roster containing contact information was shared with the Board. Members were asked to make any changes to the document and return it to Wauneen for finalization.

**4. ADJOURNMENT**

*Motion was heard and seconded to adjourn the organizational meeting of the Board. Motion carried unanimously. The meeting adjourned at 6:52 PM.*

Submitted by  
Wauneen Mgeni  
Secretary to the Board

Signed: Chair \_\_\_\_\_ Clerk \_\_\_\_\_  
Date \_\_\_\_\_ Date \_\_\_\_\_

**DISTRICT 287 REGULAR BOARD MEETING**  
**Intermediate District 287**  
**January 8, 2015**  
**MINUTES**

**1. CALL TO ORDER**

Chair Ann Bremer called the regular meeting to order at 6:52 PM in the District Service Center Board Room. A quorum was declared with the following members in attendance:

286	Brooklyn Center	Jeffrey Palm
272	Eden Prairie	Carol Bomben
273	Edina	Regina Neville
270	Hopkins	Laura Ronbeck
270	Minnetonka	Karen Filla
278	Orono	Michèle Kunz
279	Osseo	Dean Henke
281	Robbinsdale	Sherry Tyrrell
283	St. Louis Park	Nancy Gores
284	Wayzata	Carter Peterson
277	Westonka	Ann Bremer

Absent: 280/Rowley

Guests: Jim Eichten

287 Administration: Sandra Lewandowski, Colleen Baumtrog, Anne Becker, Michael Cowles, Mae Hawkins, Elisabeth Rogers, Jennifer McIntyre, Christina Houck, Chad Maxa, Jon Voss, and Wauneen Mgeni

287 Staff Members: Greg Krohn

**2. APPROVAL OF GENERAL MEETING AGENDA**

The general meeting agenda was presented for approval. *Motion by Ann Bremer, seconded by Laura Ronbeck, to approve the meeting agenda. All in favor. Motion carried unanimously.*

**3. OPEN FORUM FOR COMMUNITY COMMENTS**

**4. APPROVAL OF CONSENT AGENDA**

The Consent Agenda was presented for approval. The Consent Agenda included the general meeting minutes from December 11, 2014, and Minnesota State Arts Board – Arts Learning Grant. *Motion by Ann Bremer, seconded by Michèle Kunz, to approve the Consent Agenda as presented. Motion carried.*

**5. SHARE THE SUCCESS & RECOGNITIONS**

Superintendent requested and the Board agreed to move the Employee Recognition item to the January 22, 2015 General Board meeting.

**6. BUSINESS SERVICES & LABOR RELATIONS REPORTS**

**Financial Report**

Jim Eichten from Malloy, Montague, Karnowski, Radosevich & Co., presented a summary of the FY14 Audit for approval. *Motion by Ann Bremer, seconded by Michèle Kunz, to approve the FY14 Audit as presented. All in favor. Motion carried unanimously.* Eichten also reviewed the favorable fund balance position and commended the finance department for the high quality of the financial data and adherence to the budget.

Ms. Mae Hawkins, Director of Finance Services, presented the monthly financial report for November 2014. *Motion by Ann Bremer, seconded by Dean Henke, to approve the monthly financial reports as presented. All in favor. Motion carried unanimously.*

**Facilities Report – None**

**Human Resources Report – Closed Session**

**Closed Session**

At the recommendation of Board Chair Bremer, *a motion was made by Ann Bremer, seconded by Carol Bomben, the school Board may hold a closed meeting pursuant to Minn. Stat. §13D.05, subdivisions 2 and 3, this agenda item will be closed for preliminary considerations of allegations against one or more of its employees, and a discussion with its attorneys and as permitted by the attorney-client privilege (Minn. Stat. §13D.05, subd. 3(b) to discuss the lawsuit involving the withdrawal of the Bloomington School District from the Intermediate. All in favor. Motion carried unanimously.* The meeting was closed to the public at 7:30 PM. *A motion was made by Ann Bremer, seconded Carter Peterson, to reopen the general meeting. All in favor. Motion carried unanimously.* The general meeting reopened at 8:56 PM.

Board Chair Bremer presented a motion that the School Board of Intermediate District 287 hereby authorizes its legal counsel and Superintendent to take any and all actions in response to the Administrative Law Judge's decision in the Bloomington withdrawal case that they believe, after weighing all of the risks and benefits, have the potential to improve the Intermediate's legal position in this matter. *Motion by Ann Bremer, seconded by Carol Bomben, to approve the Authorization of Action regarding Bloomington Withdrawal as presented. All in favor. Motion carried unanimously.*

**7. SUPERINTENDENT'S REPORT**

Superintendent requested and the Board agreed to move the Superintendent Annual Goals item to the January 22, 2015 General Board meeting.

Superintendent Lewandowski updated the Board on three items: 1) She joined two former Superintendents of the Year Patty Phillips, North St. Paul; Kate Maguire, Osseo; Bruce Richardson, AMSD Chair & St. Louis Park School Board Director; and Scott Croonquist, AMSD Executive Director in an interview with Denise Johnson, an editorial writer from the Star Tribune. The interview was a buildup to the 2015 legislative session. 2) She testified on behalf of the three Intermediate Districts to the E12 policy and budget committee about the ALC funding request that will be introduced by the Intermediate Districts. 3) She has been requested by Helen Bassett, Chair of the WMEP Board to facilitate a work session with WMEP Superintendents next week.

**8. INSTRUCTIONAL REPORT - None**

**9. BOARD BUSINESS**

**Policy Review & Revision – None**

**Chair Report**

**AMSD Report**

Chair Bremer shared with the Board that she is unable to attend the January 9<sup>th</sup> AMSD meeting and if anyone if anyone is interested in taking her place.

Chair Bremer reminded the Board of the upcoming 2015 MSBA Leadership Conference scheduled for January 15, 2015.

Chair Bremer announced the upcoming NSBA 75<sup>th</sup> Annual Conference is fast approaching and if interested please let Wauneen know.

**Once Around the Table**

**10. ADJOURNMENT**

*Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 9:23 PM.*

The next general meeting will be held on January 22, 2014, at 6:30 PM in the DSC Board Room.

Submitted by  
Wauneen Mgeni  
Secretary to the Board

Signed: Chair \_\_\_\_\_

Clerk \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**ROUTINE HUMAN RESOURCES ACTIVITIES FOR THE INTERMEDIATE DISTRICT 287  
SCHOOL BOARD – January 2015**

**LICENSED STAFF**

**1. New Hires:**

**A. Regular**

- JEFFREY STENSRUD, Instructor EBD at North Education Center, **additional position due to increased enrollment**, effective January 5, 2015 – Step 2 Lane 2 BA+10 – 1.0 FTE.
- SHERRI JAMES, Instructor EBD at North Education Center, **additional position due to increased enrollment**, effective January 5, 2015 – Step 8 Lane 5 MA – 1.0 FTE.

**B. Reinstatement of Licensure Waivers**

- 

**C. Temporary**

- JOANNE DUNSTAN, Instructor at South Education, effective February 23, 2015 through June 5, 2015.
- JOSEPH STEINERT, Instructor for Parenting Class, effective February 1, 2015 through June 8, 2015.
- MARY SLINDE, Interim Principal at North Education Center, effective January 1, 2015 through June 30, 2015 - .6 FTE.
- JOSHUA NAVARRETE, (current Education Assistant) Instructor Language Arts, effective January 9, 2015 through June 8, 2015 - .5 FTE.

**2. Extended Leaves of Absence:**

**A. Unpaid**

- KARA JOHNSON, Online Counselor at Northern Star Online Program, effective January 25, 2015 through April 3, 2015

**3. Separations:**

**A. Dismissal**

- 

**B. Resignation**

- JACOB FRUSH, Instructor Math at North Education Center, effective January 13, 2015.

**C. Retirement (Regular/Disability)**

- JEANETTE MUTCHLER, DCD Instructor at South Education Center, effective March 27, 2015.
- PATRICIA MICHUTA, Occupational Therapist for Itinerant Services, effective July 15, 2015.

**NON-LICENSED STAFF:**

**1. New Hires:**

**A. Regular**

- SHERRY BABCOCK, Education Assistant at North Education Center, **replacement for S. Narragon**, effective December 1, 2014 – Step 12 Lane 3 30+ credits – .875 FTE.
- ELAINE MATAMA, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective December 17, 2014 – Step 7 Lane 5 BA – .875 FTE.
- BECKY AISH, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective December 19, 2014 – Step 12 Lane 5 BA – .875 FTE.
- RICHAEAL COOPER, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective December 17, 2014 – Step 7 Lane 4 +90 credits – .875 FTE.
- PATRICK MURPHY, Education Assistant at West Education Center, **replacement for S. Cook**, effective December 11, 2014 – Step 10 Lane 3 30+ credits – .875 FTE.
- AMIRAH BAKRI, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective November 20, 2014 – Step 8 Lane 2 15+ credits – .875 FTE.

**B. Temporary**

- LATRINA BURTON, Education Assistant at North Education Center, effective December 9, 2014 through May 1, 2015.
- ANDREA LIPOVETZ Education Assistant at Northwest Tech Center, effective December 8, 2014 through January 1, 2015.
- STEPHANIE COLEMAN, Education Assistant at North Education Center, effective December 15, 2014 through May 31, 2015.
- SUSAN BURTON, Education Assistant at South Education Center, effective December 15, 2014 through January 23, 2015.
- DANA TRATTLES, Clerical at North Education Center, additional duties for VOS program effective January 5, 2015 through June 30, 2015.

**C. Substitutes**

- Cathy Kaufman                      Karen Asare  
Robert Howell                      Sarah Fellows  
Ruthann Ruffin                      Stephanie Kropp

**2. Extended Leaves of Absence:**

**A. Unpaid**

- MELISHA CARROLL, Education Assistant at North Education Center, effective January 5, 2015 through June 8, 2015.
- JAMES DMOHOSKI, Education Assistant at North Education Center, effective December 2, 2014 through June 8, 2015.

**3. Separations:**

**A. Dismissal**

- 

**B. Resignation**

- PAUL CAUSTON, Education Assistant at South Education Center, effective December 5, 2014.
- DEBRA KUBIAK, Education Assistant at Edgewood Education Center, effective January 2, 2015.
- SHANNON DIEDRICH, Education Assistant at North Education Center, effective December 22, 2014.
- RICHARD SAUER, Education Assistant at NEC to accept a Licensed Position, effective November 17, 2014.

**C. Retirement (Regular/Disability)**

- MICHAEL BERNS, Education Assistant at South Education Center, effective January 23, 2015.

**D. Other**

-

# Intermediate District 287

## *Responsive. Innovative. Solutions*

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### INTER-OFFICE MEMORANDUM

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DATE: January 22, 2015

TO: Sandra Lewandowski, Superintendent

FROM: Mae L. Hawkins, Executive Director of Business Services

**RE: Recommendation for Board Acceptance of the Assistance To Schools Using Prone Restraints Grant**

District 287 has been awarded \$21,377.00 from the Minnesota Department of Education. Intermediate District 287 is committed to providing a physically and emotionally safe environment where all students can learn. One vital task in this effort is to develop and implement behavior strategies that reduce the need for restrictive procedures to protect the child or another person from injury. We look to solve this through three new activities using grant funds: 1). Development of common language around restrictive procedures and reporting and elimination of prone restraints. 2). Target training on a developmental assessment tool, training on de-escalation methods and proactive strategies, and eliminate prone restraints while keeping law enforcement calls for service stable, and training on common language. 3). Structure on-going peer coaching, problem solving and practice around student cases who have utilized restrictive procedures. This grant will run from November 30, 2014 through June 30, 2015.

# Intermediate District 287

## *Responsive. Innovative. Solutions*

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### INTER-OFFICE MEMORANDUM

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DATE: January 22, 2015

TO: Sandra Lewandowski, Superintendent

FROM: Mae L. Hawkins, Executive Director of Business Services

**RE: Recommendation for Board Acceptance of the Minnesota Child Care Resource & Referral Network - Think Small Center and School Age Grant**

Intermediate District 287 has been awarded a not-to-exceed amount of \$3,610.00 for FY15 from Minnesota Child Care Resource and Referral Network for the Think Small Center & School Age Grant. This grant is for the South Education Early Learning Center to purchase strollers, high chairs and miscellaneous supplies that are needed. The grant runs from November 1, 2014 – June 30, 2015.

# Intermediate District 287

## *Responsive. Innovative. Solutions*

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### INTER-OFFICE MEMORANDUM

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DATE: August 22, 2014

TO: Intermediate School District 287 School Board

FROM: Sandra Lewandowski, Superintendent

**RE: Proposed 2014-2015 Superintendent Results (Goals)**

I will be presenting the following two results for your consideration and approval at our September 11 meeting. While all parts of the written responsibilities for the Superintendent will continue to be addressed and evaluated as part of the annual Superintendent evaluation, I am recommending the following two as priority areas for this year's work plan:

1. By May 1, 2015, a three-year school improvement plan will be developed for board approval by utilizing the three major result areas of innovative instruction, student success and collaborative curricula to develop a baseline and critical metrics that will guide/measure our instructional work over time.
2. By May 1, 2015 District 287 will work collaboratively with Hennepin County school districts and Hennepin County Commissioners to improve regional graduation rates by:
  - a) actively participating in the data portability project led by Hennepin County;
  - b) providing active leadership to raise the funding streams for students attending District 287 Area Learning Center programs;
  - c) by identifying and implementing effective strategies to recover and re-engage students who are at very high risk of dropping out of school; and,
  - d) providing regional evidence based professional development aimed at reducing suspensions and other exclusionary practices (A Better Way) that prevent students from graduating.

Thank you in advance for the consideration of these proposed annual results. Please feel free to call me in advance of the August 28 board meeting if you have any questions or concerns.



## GRADMINNESOTA: A STATEWIDE INITIATIVE

### Preparing Youth for Graduation and Success

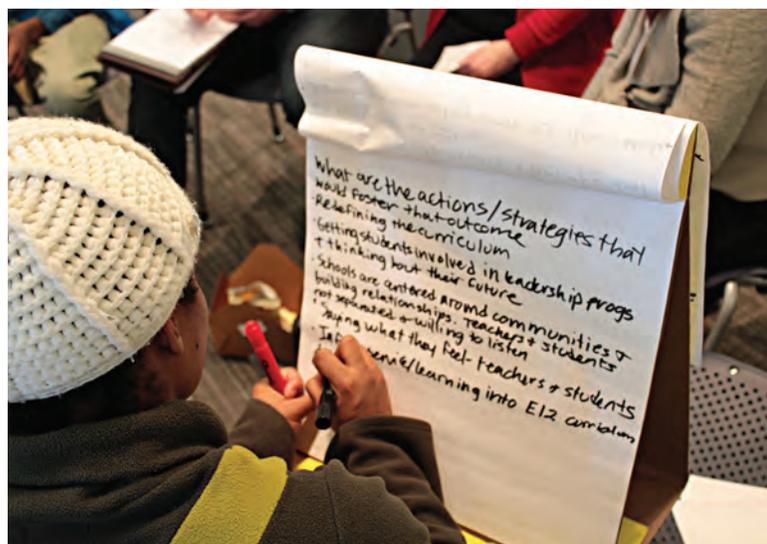
GradMinnesota represents a collaborative effort of the multi-partisan GradNation campaign led by America's Promise Alliance, an innovative initiative that aims to end the nation's dropout crisis by the end of this decade. Our vision is that all young people in Minnesota will graduate from high school prepared for success in postsecondary opportunity, work, civic engagement, and life.

At present, Minnesota's four-year graduation rates are the highest in the last decade, with more than 79.5% of Minnesota high school seniors graduating in 2013, up from 77.6% in 2012. However, the achievement and opportunity gaps between white students and students of color in Minnesota are some of the largest in the nation.

In 2013, white students graduated at a rate of 85%, while black students saw a 57% rate, and American Indian students experienced even lower graduation rates of 49%. Graduating from high school opens the door of opportunity for young people, and research indicates that those who drop out are more likely to suffer negative consequences, including unemployment or living in poverty.

### GradMinnesota's Goals:

1. Increase the overall four-year graduation rate to 90% by 2020.
2. Decrease the number of high schools that have overall four-year graduation rates less than 80% to zero by 2020.
3. To help achieve the 90% graduation goal, continue to close the gap for student groups with less than 70% graduation rates in 2012 by increasing graduation rates for these groups by at least 3% annually. This includes the following student groups: American Indian, Black, Hispanic, Free and Reduced Price Lunch, Special Education, and Limited English Proficient.



"The recent gains we are seeing are something to celebrate, but we know we still have so much work to do to get more students across the finish line. We must continue investing in our students and schools, pursuing meaningful reforms, and eliminating barriers so that every child graduates from high school well prepared for success in career and college."

— Dr. Brenda Cassellius  
Commissioner, Minnesota Department of Education



**90%**  
by year  
**2020**

*continued ...*

## Blueprint for Action

GradMinnesota calls on schools, communities, and government to play a shared role in increasing high school graduation rates, along with readiness for postsecondary and career opportunities. Three subcommittees made of members from a wide range of sectors are working to develop and propose statewide solutions that can be supported by the legislature to impact graduation rates in Minnesota:

- ▶ Implementing early warning systems and multi-tiered systems of support for students
- ▶ Mentoring relationships
- ▶ Recovering and re-engaging youth for success

In 2013, GradMinnesota partners hosted *A Summit of Experts: Generating Solutions to Address Dropout and the Achievement Gap*. The summit brought together approximately 300 youth, educators, mentors, AmeriCorps Promise Fellows, elected officials, and youth workers to brainstorm ways to increase youth engagement, improve graduation rates, and ensure postsecondary success.

Youth led the charge in the event, shaping plans and strategies for their own futures. GradMinnesota will continue to engage key stakeholders such as youth, schools, community organizations, and families to foster successful graduation efforts and keep youth on track to graduate! By working together, we can unleash the power of collaboration needed to ensure all Minnesota youth graduate from high school prepared for successful futures.



## Get Involved!

You can help GradMinnesota create success for all Minnesota youth by joining a subcommittee or encouraging others to get involved. Contact us at [info@mnyouth.net](mailto:info@mnyouth.net) or visit [mnyouth.net/work/gradminnesota](http://mnyouth.net/work/gradminnesota) to learn more and join the movement!

Take a next step and **instill hope**; provide opportunities for **leadership**; hold high **expectations**; encourage more **understanding** teachers; give every student the opportunity to **succeed**; foster a **vision** of success for youth; believe all students have the **opportunity** and **ability** to learn, lead, and contribute; help students **graduate** knowing they have a plan and a strategy or skills to **achieve** their dream; and support young people to **reach their goals**.

Join the movement: [mnyouth.net/work/gradminnesota](http://mnyouth.net/work/gradminnesota)

With support from:  **State Farm**

# A Summit of Experts

## Collective Message

Outcomes, Beliefs, Behaviors, Actions and Strategies  
to Achieve Key Outcomes for Young People

This collective message is the result of a 2013 Twin Cities Community Summit hosted by Minnesota Alliance With Youth, GradMinnesota and the Minnesota Youth Council, focused on helping young people stay engaged in school and overcome challenges to obtaining high school graduation. The voices of nearly 140 young people and 140 adults are represented here.

## Key Outcomes

Graduation and High School Completion

Student Success

Student Engagement

Student Preparedness

Life Skills

Societal Benefits



## Essential Behaviors & Beliefs



### Value of all students

Everyone is an asset.  
All students can succeed.  
All students have a future.  
Every young person has  
wisdom, skills and talents.

### Positivity

The belief that  
achieving the outcome  
is possible!



### “Everyone needs to see their role in how youth can succeed in the community.”



A collective, community approach to supporting youth in Minnesota is the only way that these outcomes will become a reality. Collaboration and whole community involvement is key.

# Actions and Strategies:

- Utilize and listen to student/youth voice
- Provide adult support
- Focus on developing positive relationships
- Connect schools and communities
- Reform testing/assessments
- Provide choice options and opportunities for students
- Offer mentoring
- Provide training and support for teachers
- Build support systems
- Deliver relevant curriculum



Young people  
need spaces &  
environments

that are:

safe, welcoming, creative, culturally  
representative, personalized, &  
student-centered.



## How Can You Help?

Take a next step and instill **hope**; provide opportunities for **leadership**; hold high **expectations**; encourage more **understanding** teachers; give every student the opportunity to **succeed**; foster a vision of **success** for youth; believe all students have the **opportunity** and **ability** to learn, lead and contribute; help students **graduate** knowing they have a plan and a strategy or skills to **achieve** their dream; and support young people to reach their **goals**.

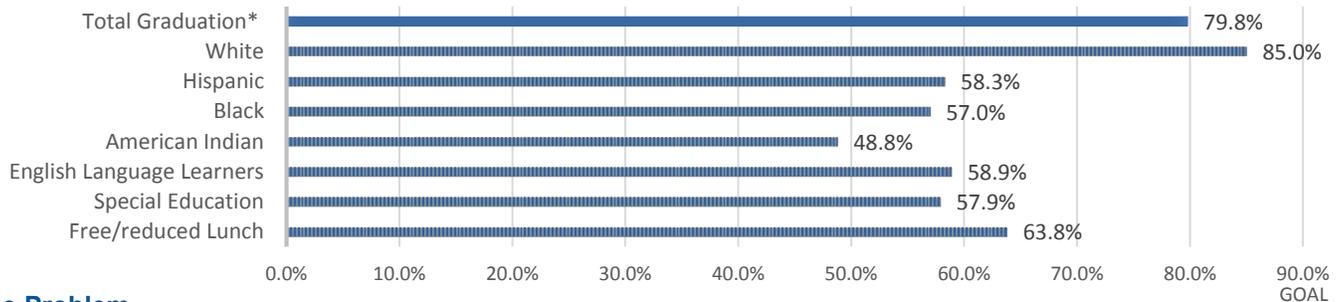
With generous support from:



To learn more about the Summit of Experts, the work of GradMinnesota, the Minnesota Youth Council or Minnesota Alliance With Youth, visit [www.mnyouth.net](http://www.mnyouth.net)



### MINNESOTA'S GRADUATION RATES AND GAPS



#### The Problem

In 2013, the Minnesota Department of Education four year cohort graduation rate for Minnesota was only 79.8% and nearly 6,000 students dropped out or had unknown status. Minnesota continues to have one of the worst achievement gaps in the country between whites and students of color, as well as major differences in high school graduation rates based on race, special needs and socio-economic factors. GradMinnesota's vision is that **ALL young people in Minnesota graduate from high school prepared for success in postsecondary opportunities, work, civic engagement and life**. Our recommendations focus on ensuring that Minnesota attains a 90% graduation rate for all students by 2020.

#### The Cost

The U.S. Census estimates that high school dropouts will earn \$270,000 less than high school graduates over their working lives (Silent Epidemic, 2007). For Minnesota, The Alliance for Excellent Education (2013) projected that if a graduation rate of 90% had been reached in 2012 - an increase of 4,700 graduates – realized benefits would have included \$62 million in increased annual earnings and \$7.6 million in increased annual state/local tax revenue (see <http://impact.all4ed.org/#potential/income/united-states/all-students/> for more information).

#### The Urgency

We cannot afford to lose these students. Research shows the financial benefits of investing in dropout prevention policies and practices will yield substantial benefits for the state in terms of increased revenue and societal well-being. Unfortunately, some of the very systems, policies and practices we currently have in place actively contribute to the disparities in outcomes for our youth. Meeting the 90% graduation rate by 2020 will require intentionally communicating and incorporating active involvement from critical partners including representatives and leaders from the local community, student parent organizations, parents and families, local government, law enforcement, juvenile corrections, tribal organizations, local mental and physical health organizations, nonprofit and social service organizations, faith organizations and young people themselves.

#### Call To Action & Recommendations

While there are successful evidence-informed efforts working in schools, districts and communities around the state, changes in policy and practice are necessary to bring those efforts to scale and assure that all students have access to an education that prepares them for post-secondary and career success. Over the last year, representatives from over 50 state agencies, associations, schools and community organizations have been collaborating to analyze the issues, determine programs and practices that work, and identify policy changes necessary to close Minnesota's student achievement gap and attain a 90% high school graduation rate by 2020 (see *GradMinnesota Contributors and Participants for those spearheading this work*). Investment in these recommended policies will be necessary, but the significant return on investment for Minnesota's people is indisputable (see *GradMinnesota Expanded Recommendations and Rationale for more detail*).

#### Recommendations

1. **Ensure Quality Data is Available and Used to Effectively Target Supports for Students**
2. **Make Sure a Tiered Framework of Interventions and Supports is Effectively Implemented**
3. **Increase Mentoring Throughout the State to Enhance Educational Success**
4. **Design and Connect Services to Recover and Re-engage Youth**
5. **Replace Exclusionary Discipline Policies and Practices with More Effective Alternatives**
6. **Make Transportation Available to Ensure Access to Learning Opportunities Through Graduation**
7. **Provide Effective Alternative Pathways and Additional Time to Earn a Diploma**

#### Contact

e: [info@mnyouth](mailto:info@mnyouth) | p: 651.528.8588 | [www.mnyouth.net/work/gradminnesota](http://www.mnyouth.net/work/gradminnesota)

*GradMinnesota is a collaborative effort of the multi-partisan GradNation campaign led by America's Promise Alliance, an innovative initiative that aims to end the nation's dropout crisis by 2020.*

### Background

GradMinnesota's vision – **All young people in Minnesota graduate from high school prepared for success in postsecondary opportunities, work, civic engagement and life** – depicts a future built on collective responsibility to Minnesota children and youth. Over the last year, representatives from over 50 state agencies, schools and community organizations have been collaborating to analyze the issues, determine programs and practices that work, and identify policy changes necessary to close Minnesota's student achievement gap and attain a 90% high school graduation rate by the end of the decade. GradMinnesota's policy recommendations are aligned with current federal and state initiatives including "Striving for the World's Best Workforce" (WBWF) legislation passed in 2013. In fact, one of the goals of WBWF legislation is for all students to graduate from high school. In addition, schools are required to develop a comprehensive plan to achieve this goal with input from families and communities.

The policy recommendations listed below highlight key actions to ensure that all Minnesota students earn a high school diploma. In addition to active involvement from critical partners, the recommended policy changes require legislative will and funding, but the return on investment will yield substantial gains for the state in terms of increased revenue and societal well-being (*see Dollars and Sense of a High School Diploma*).

### Recommendations

#### 1. Ensure Quality Data is Available and Used to Effectively Target Supports for Students

Dropping out of high school is a process, not a one-day event. Research shows that early warning indicators of potential dropouts include school absences, behavior problems, and academic failure in the core subjects of English and Math. Students can be identified as at risk of not completing high school as early as grade 6 using these indicators. Minnesota has an early response system, *The Minnesota Early Indicator and Response System* (MEIRS). It combines multiple data points – including information on attendance, behavior and academic performance – and provides screening information to examine which students are on or off track for high school graduation and offers a framework on how to support them. Every school must have a team responsible for using this system or another data system to track indicators of disengagement on a regular basis and provide interventions to meet the unique needs and preferences of students, families and communities to ensure student success.

#### 2. Make Sure a Tiered Framework of Interventions and Supports is Effectively Implemented

Providing supports using a layered framework – often referred to as a multi-tiered system of supports – is one way to help ensure that all students are receiving relevant interventions matched to their individual needs. *Universal Supports* (prevention for all) include rigor and high expectations for all students; evidence based effective core instruction; safe school environments and more. *Targeted Supports* (for students showing early warning indicators) include mentoring programs, behavioral supports; after school programs; college readiness and support programs; service learning; and more. *Intensive Supports* (for relatively few students) include wrap-around services; mental health and chemical health counseling; teen parent programs and more. There are effective practices in use to identify and engage students in a multi-tiered systems of support, however, school personnel often lack training, and successful programs are not being implemented effectively throughout the state. While all school personnel need training, a specific team at each school must be charged with responsibility to implement the system.

#### 3. Increase Mentoring Throughout the State to Enhance Educational Success

Research shows that caring adults play a critical role in the lives of youth, and mentoring is a strategy specifically aimed at providing youth in need with a caring adult. We need more adults and/or peer mentors to take on this role with youth in order to increase the high school graduation rate in Minnesota. This recommendation calls for actively promoting the value of mentoring relationships through mass media and creating a work release policy for public sector employees to volunteer to increase the number of mentors statewide; and providing training for everyone involved in mentoring relationships. In addition, it is recommended that a statewide mentoring caucus is created to guide legislation that supports quality mentoring to impact overall graduation rates.

#### **4. Design and Connect Services to Recover and Re-engage Youth**

Across the state, we have a fractured system for finding dropouts, transferring credit and information between school districts, and ensuring services to address the educational as well as personal needs of those dropouts or those on the verge of doing so. In fact in 2013, more than 5,000 students were categorized as “dropout” or “unknown.” A functional and coordinated system must be developed to re-engage these students in school or alternative learning options to earn a diploma. Two issues are key:

- For funding purposes schools are required to drop a student from their enrollment rolls when s/he does not attend school for 15 consecutive days during the school year or 5 consecutive days of summer school unless the student has a legitimate exemption. After a student is dropped, the school is no longer responsible, and at this point, the whereabouts of many students become unknown. Too many students are lost during the 15-day drop window without follow-up.
- Students who move to another school or school district in the state often lose credit for their learning because of inconsistent credit tracking and varying graduation requirements among districts.

We recommend policy that requires contact with each student within the 15-day window to coordinate their return or to engage them in another pathway. This will require collaboration between school districts and community institutions so the status of every student remains known. Further, a statewide student data system is critical, giving each student what has been described as a “data backpack”, to assure smoother transitions and accurate records of student progress.

#### **5. Replace Exclusionary Discipline Policies and Practices with More Effective Alternatives**

The Obama administration released a report in January 2014, calling for an end to zero-tolerance behavior policies, which have been shown to (1) increase long-term social and academic problems for students; (2) disproportionately affect boys, students in special education and students of color; and (3) often exclude students based on minor misconduct that does not mandate exclusionary responses (assault, weapons, and terroristic threats). We recommend providing models and training for school leaders to revise exclusionary policies that (may unintentionally, but) actively push students out of school and provide alternatives that engage students and teach appropriate behavior.

#### **6. Make Transportation Available to Ensure Access to Learning Opportunities Through Graduation**

Equalizing access to programs and activities will increase student involvement and engagement, as well as address what now might be considered de facto discrimination. Currently there are two key issues related to transportation: (1) students who take school buses do not have transportation for “out-of-school-time,” which is often critical to address their educational needs and to engage them in programs (sports, music, art, etc.) to develop positive skills and self-esteem; and (2) students who attend alternative learning centers outside of their home district are not provided transportation. While expensive, providing access to public transportation would increase engagement of high school aged students in programs that are critical for their academic and social success.

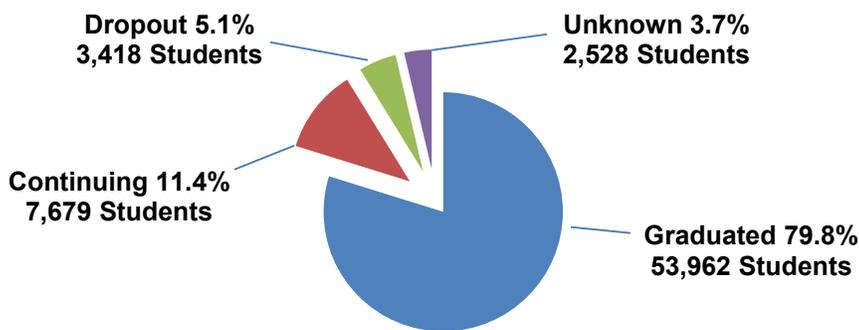
#### **7. Provide Effective Alternative Pathways and Additional Time to Earn a Diploma**

Alternative forms of education are often effective at meeting the needs of students challenged by traditional school settings. We recommend expanding alternatives for students 17 to 21 such as earning credit towards a diploma for engaging in workforce opportunities; Adult Basic Education, GED honors option, etc. Currently funding for a high school diploma is only available through 21 years of age. Consistent with policies in most developed countries, we recommend raising the age of how long we pay for students with significant education gaps to 23 years old.

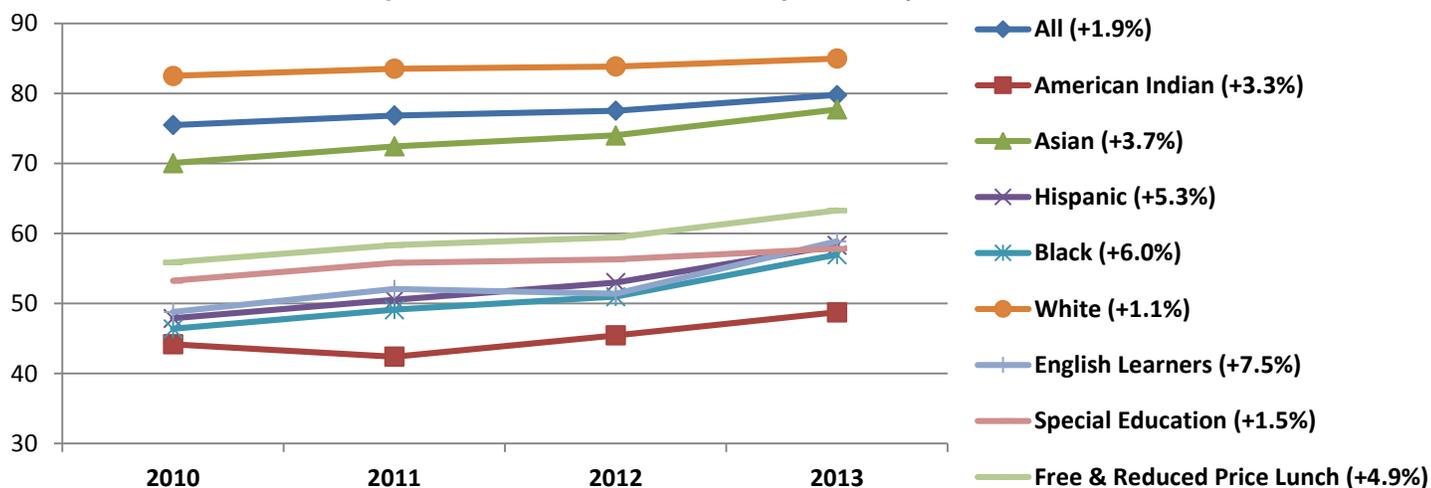
### Minnesota Graduation Rates

While progress is being made, Minnesota continues to have an alarming difference in high school graduation rates based on race, special needs and socio-economic factors. The achievement gap between white and students of color remains one of the worst in the nation.

**At Right:** Statistics for the 4 year cohort graduating class of 2013 (public high school graduation class of 67,587 students).



### Minnesota Public High School Student Graduation Rates by Percent and Percentage Gain from 2010–2013 (*Graduation News, Minnesota Department of Education, February 19, 2014*)



### Dropping Out of High School has Negative Consequences for Individuals and for Society

In the categories below, information about outcomes for youth who drop out of school and those who graduate with a diploma are compared.

**Income:** The median income of dropouts' ages 18 through 67 nationally was roughly \$23,000 in 2008. By comparison, the median income of people in the same age range who earned at least a high school credential, including a General Education Development (GED) certificate, was approximately \$42,000. Over a lifetime, this translates into a loss of approximately \$630,000 in income for individuals without a high school diploma compared to people with one.

**Labor Force Participation:** Fewer dropouts compared to graduates – ages 25 and older – are in the labor force. Among those in the labor force, a higher percentage of individuals without a high school diploma are unemployed.

**Health:** Individuals aged 25 or older who dropped out of high school reported being in worse health, regardless of income.

**Correctional System:** Our nation's prisons include disproportionately higher percentages of youth who have dropped out of high school.

**Cost to Society:** Compared to a high school graduate (on average), an individual who drops out is associated with costs to the economy of approximately \$240,000 over his/her lifetime in terms of lower tax contributions, higher reliance on Medicaid and Medicare, higher rates of criminal activity and higher reliance on welfare.

# GradMinnesota!

## Contributors and Participants



### GradMinnesota! Advisory Council

**Co-chairs:** Dr. Brenda Cassellius, *Office of the Commissioner of Education*; Lieutenant Governor Yvonne Prettner Solon, *Office of the Governor Mark Dayton* | **Youth Co-Chair:** Aimee Vue | **Co-leads:** Cammy Lehr, Sarah Dixon

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*Youthprise*

**Barbara Yates**

*Think Small*

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### Implementing Early Warning Systems and Providing Tiered Supports for Students

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### Mentoring Relationships: Increasing the Number of Quality Mentoring Relationships for Every Minnesota Youth

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## Subcommittee III

### Recovering and Re-engaging Youth for Success

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*Chaska Public Schools*

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**Susan Beaulieu**

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**Kate Tobin**

*The Link*

**Samuel White**

*Intermediate District 287*

**Melissa Winship**

*Intermediate District 287*

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*ISD 191 Burnsville Area Learning Center*

**Dale Blyth**

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**Hector Garcia**

*State of Minnesota Chicano Latino*

*Affairs Council*

**Joellen Gonder-Spacek**

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*Minnesota Alliance With Youth*

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**Phyllis Saltzman**

*Saltzman Consulting*

**Marnie Thompson**

*Northfield Public Schools*

# GradMinnesota!

## Statement of Support



### GradMinnesota's Policy Platform

GradMinnesota's vision is that **ALL young people in Minnesota graduate from high school prepared for success in postsecondary opportunities, work, civic engagement and life.** Our recommendations focus on ensuring that Minnesota attains a 90% graduation rate for all students by 2020.

### Recommendations

1. Ensure Quality Data is Available and Used to Effectively Target Supports for Students
2. Make Sure a Tiered Framework of Interventions and Supports is Effectively Implemented
3. Increase Mentoring Throughout the State to Enhance Educational Success
4. Design and Connect Services to Recover and Re-engage Youth
5. Replace Exclusionary Discipline Policies and Practices with More Effective Alternatives
6. Make Transportation Available to Ensure Access to Learning Opportunities Through Graduation
7. Provide Effective Alternative Pathways and Additional Time to Earn a Diploma

### Supporting the Policy Platform

You can support our efforts to ensure the future all young people in Minnesota by signing your organization on as a public supporter of GradMinnesota! Become a supporter by simply filling out the form below and returning it via email.

<b>Contact Information (required)</b>	
Organization: _____	Contact Name: _____
Email: _____	Phone: _____
<input type="checkbox"/> Yes, my organization would like to publicly support GradMinnesota's Policy Platform.	
Signature _____	Date _____

### Spread the Word

GradMinnesota is engaging state legislators and other stakeholders to gain support for these policy recommendations. Who do you know that would be interested in supporting GradMN? We appreciate your recommendation of organizations or individuals we should contact, or, we appreciate you listing who you will contact on our behalf. *(more spaces on page 2)*

<b>Recommended Elected Official, Organization or Individual to Contact</b>		<b>Check one</b>
Name: Title:	Contact info:	<input type="checkbox"/> I recommend GradMN make contact <input type="checkbox"/> I will contact on behalf of GradMN
Name: Title:	Contact info:	<input type="checkbox"/> I recommend GradMN make contact <input type="checkbox"/> I will contact on behalf of GradMN
Name: Title:	Contact info:	<input type="checkbox"/> I recommend GradMN make contact <input type="checkbox"/> I will contact on behalf of GradMN
Name: Title:	Contact info:	<input type="checkbox"/> I recommend GradMN make contact <input type="checkbox"/> I will contact on behalf of GradMN

### Activities (Optional)

How does your organization (or organization staff) want to get involved? Check any activities that apply.

<b>Activities</b>	<b>Interested? Check one</b>
Promote GradMN's advocacy, events & communications to your elected officials and network	<input type="checkbox"/> Yes <input type="checkbox"/> No
Encourage your partners to become supporters	<input type="checkbox"/> Yes <input type="checkbox"/> No
Participate in lobby days or rallies	<input type="checkbox"/> Yes <input type="checkbox"/> No
Engage young people in advocacy	<input type="checkbox"/> Yes <input type="checkbox"/> No

### Contact

e: [info@mnyouth](mailto:info@mnyouth) | p: 651.528.8588 | [www.mnyouth.net/work/gradminnesota](http://www.mnyouth.net/work/gradminnesota)

*GradMinnesota is a collaborative effort of the multi-partisan GradNation campaign led by America's Promise Alliance, an innovative initiative that aims to end the nation's dropout crisis by 2020.*

Continued from page 1:

Recommended Contact Organization or Individual		Check one
Name: Title:	Contact info:	<input type="checkbox"/> I recommend GradMN make contact <input type="checkbox"/> I will contact on behalf of GradMN
Name: Title:	Contact info:	<input type="checkbox"/> I recommend GradMN make contact <input type="checkbox"/> I will contact on behalf of GradMN
Name: Title:	Contact info:	<input type="checkbox"/> I recommend GradMN make contact <input type="checkbox"/> I will contact on behalf of GradMN
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GradMinnesota! is a collaborative, multi-partisan initiative of Minnesota Alliance With Youth, the Office of the Governor Mark Dayton, and Minnesota Department of Education that aims to end the Minnesota's dropout crises by the end of this decade.

[INFO@MNYOUTH.NET](mailto:INFO@MNYOUTH.NET)

[WWW.MNYOUTH.NET/WORK/GRADMINNESOTA](http://WWW.MNYOUTH.NET/WORK/GRADMINNESOTA)

# Intermediate District 287

*RESPONSIVE. INNOVATIVE. SOLUTIONS.*

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## INTER-OFFICE MEMORANDUM

---

Date: January 22, 2015

To: Sandra Lewandowski, Superintendent

From: Elisabeth Lodge Rogers, Executive Director of Student Services and Educational Programs

Re: **What Board Members Need to Know About Progress Toward Instructional Results**

### **Instructional Results Areas**

As I reflect on the journey we have collectively made to date towards our instructional results I am in awe. Site instructional leaders and SIT set an ambitious trajectory last summer. I am pleased to report that progress toward our collective results has been extraordinary. The focus for this year's district results is Innovative Instruction, Student Supports, and Collaborative Curricula. Administrators wrote specific results and developed action plans that reflect high student expectations made possible through personalized learning that addresses both academic and social emotional needs. Highlights of progress toward each of these result areas are summarized below.

### **Innovative Instruction**

- Learning Walks, focusing on effective instructional strategies, were conducted by district leadership from the Educational Programs and Services Division. 87 classrooms in 37 programs across 12 sites were observed during the months of October, November and December. An average of 86% student engagement was observed.
- Personalized Learning pilots are being conducted at each site, including
  - Combined Read 180 and English/Language Arts course at WEC
  - 3-D printer project at WEC
  - Blended science courses at EEC, WEC, NEC, PC
  - Blended courses in Parenting, Career Exploration, and core area credit recovery at NECA
  - Blended courses in Work Experience, math and other electives at WEC
  - Program-wide model of personalization at Prairie Care, Edgewood and W-Alt
  - Expanded use of iPads and devices to deliver personalized coursework at SEC
  - Continuum of services, using electronic tools, in all Itinerant areas
- Integrated Professional Practices are evident through the work of 76 Professional Learning Communities throughout the district who have been meeting regularly since November.
- The 287 Early Learning Centers (ELC) at NECA and SECA have been operating for more than 25 years. They follow a research based curriculum and all ELC staff are certified teachers. We are in the process of earning National Association for the Education of Young Child (NAEYC) accreditation and Parent Aware certification this spring,
- Honors Mentor Connection currently has 27 students enrolled from 287 member districts and 28 students enrolled at 916 member district sites. Areas of study include Midwifery, Pediatric Rheumatism, Issues facing Delta Connect, Double Strand Breaks in DNA, Animation, Issues in Human

Relations in the city of New Hope, Music Therapy, Fashion Design and Renewable energy at St Anthony Falls.

### Student Success

- District leaders and staff are implementing and integrating the District Social Emotional Learning Protocols. Restorative practices are being utilized across the district through daily classroom circles contributing to:
  - improving school climate;
  - restoring relationships and repairing harm between students;
  - providing a space for staff to process and problem solve challenges;
- SEL development of all our students was assessed (1,310 to be exact) using the Benchmark Assessment Tool.
- SEL Coordinators have met with all staff to review results of the BAT and recommend curricula and interventions. The data show that more than half of our students are either at an Initial, Emerging, or Developing stage in their Social Emotional skills of Social Awareness, Social Management, Self Awareness, and Self-Management.
- Prone Restraints have been significantly reduced. We are on track to meet the District goal of eliminating the use of Prone Restraints by February 1, 2015.
- 52 students from 287 programs have qualified and been reported as homeless/highly mobile as of January 16, 2015. Last year at this time 287 reported 23 homeless/highly mobile students. The 52 students attend all of the 287 programs but primarily NEC, WEC and SEC. There are 31 males and 21 females and 7 students are in grades 1-9, while 45 students are in grades 9-12+. The 287 homeless students include three student parents and their babies.

### Collaborative Curricula

- 24 Curriculum and Professional Groups held two meetings this year and a third is scheduled to occur in February.
- The District-wide instructional focus for this year is writing every day in every classroom.
- Peer coaching program is very active this year. 27 peer coaches have met with almost 200 staff members so far this year to discuss key elements of instruction.
- 10 training opportunities have been developed and provided to 287 staff members to support curriculum organization.
- Each site and curriculum group is implementing a plan to organize and use the Curriculum Hub. Plans include staff training, support for coordinating existing curriculum content, mapping of needs and next steps.
- Reading specialists have been trained in using tools, especially within Moodle, to modify the reading level of digital content to personalize for student learning targets.

### Acronyms

BAT - Benchmark Assessment Tool (used to measure level of Social Emotional Learning)	ELC - Early Learning Center
NAEYC - National Association for the Education of Young Child	NEC - North Education Center
NECA - North Education Center Alternative	PC - PrairieCare
SEC - South Education Center	SECA - South Education Center Alternative
SEL - Social Emotional Learning	W-Alt - West Education Center Alternative
WEC - West Education Center	

**INTERMEDIATE DISTRICT 287**  
**PLYMOUTH, MINNESOTA**  
**BOARD OF EDUCATION**

Regular Meeting – January 22, 2015

**AGENDA SECTION:** BUSINESS SERVICES REPORT

**ITEM:** Approval of Routine Monthly Finance Report

**PRESENTED BY:** Mae L. Hawkins, Executive Director of Business Services

**1. Background Information**

The December Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds excluding Funds 06 (NEC Construction) & 09 (Agency Funds) total \$40,705,686 or 48.4% of the Original Revenue Budget of \$84,136,797. The District’s monthly revenue will continue to be based upon the cash payments we receive from MDE Special Education Uniform Tuition system and other state aids. Revenue will be made whole at the end of each fiscal year as we calculate all of our receivables and recognize the revenue receivable as part of the audit.

Year-to-date expenditures in all funds excluding Funds 06 (NEC Construction) & 09 (Agency Funds) total \$33,051,264, or 39.7% of the Original Expenditure Budget of \$83,328,954.

The numbers as of the end of the prior fiscal year at June 30<sup>th</sup> have been finalized.

DDA

Attachments

**2. Fiscal Impact/Funding Source: None**

**3. RECOMMENDED ACTION: The Board approve the Finance & Donation Report items as presented.**

Motion by: \_\_\_\_\_ Yes \_\_\_\_ Passed \_\_\_\_

Second by: \_\_\_\_\_ Yes \_\_\_\_ Failed \_\_\_\_

Abstentions: \_\_\_\_\_

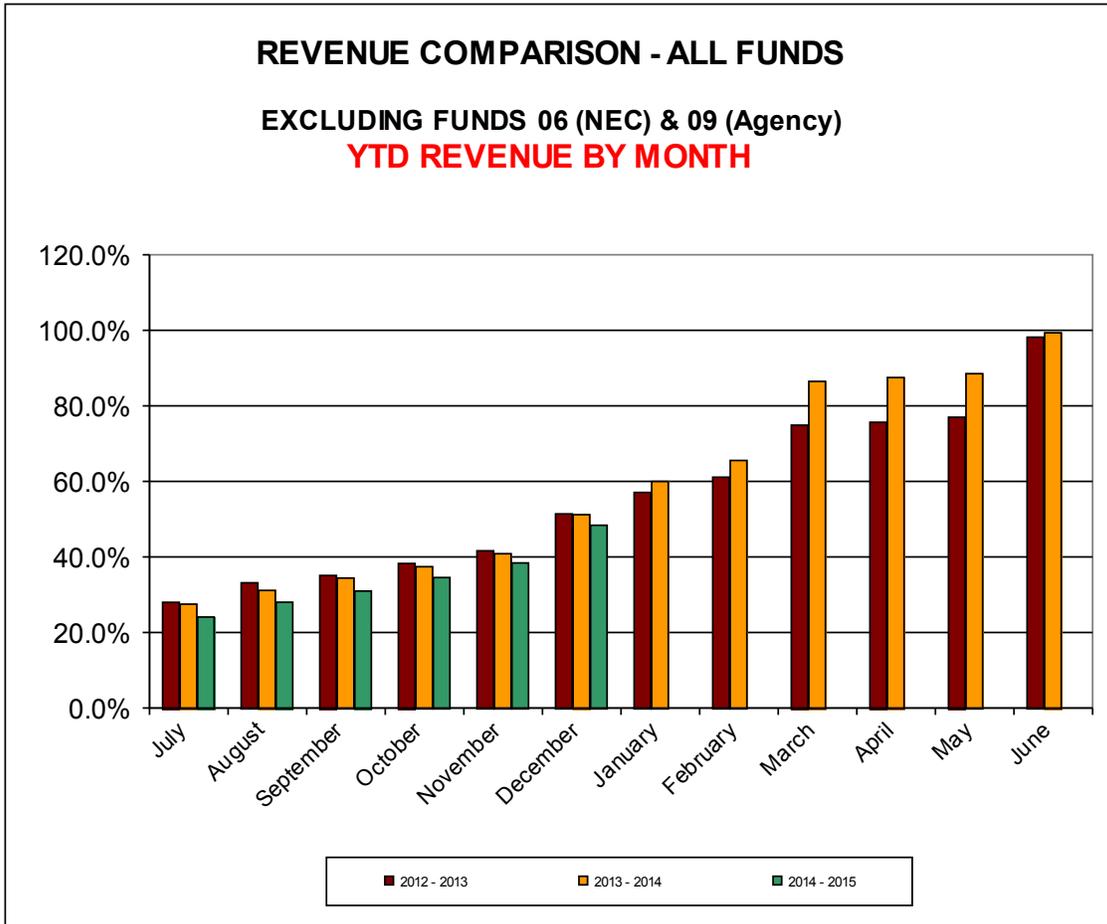
**The mission of Intermediate District 287 is to be the premier provider of innovative specialized services to ensure that each member district can meet the unique learning needs of its students.**

# DISTRICT 287

## REVENUE COMPARISON

- EXCLUDING Funds 06 (NEC Construction) and 09 (Agency)

Month	2012 - 2013		2013 - 2014		2014 - 2015	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	23,083,337	28.0%	23,266,115	27.5%	20,284,604	24.1%
August	4,277,483	33.2%	3,076,425	31.1%	3,296,130	28.0%
September	1,595,333	35.1%	2,766,649	34.4%	2,486,874	31.0%
October	2,620,908	38.3%	2,558,934	37.4%	3,017,044	34.6%
November	2,772,203	41.6%	2,904,928	40.9%	3,240,902	38.4%
December	8,060,459	51.4%	8,740,826	51.2%	8,380,131	48.4%
January	4,673,693	57.1%	7,444,596	60.0%		
February	3,338,082	61.1%	4,699,240	65.6%		
March	11,361,782	74.9%	17,705,512	86.5%		
April	636,685	75.7%	882,851	87.5%		
May	1,090,279	77.0%	867,293	88.5%		
June	17,481,161	98.2%	9,140,621	99.4%		
<b>TOTAL</b>	<b>80,991,404</b>	<b>98.2%</b>	<b>84,053,988</b>	<b>99.4%</b>	<b>40,705,686</b>	<b>48.4%</b>
<b>BUDGET</b>	<b>82,490,824</b>		<b>84,601,954</b>		<b>84,136,797</b>	



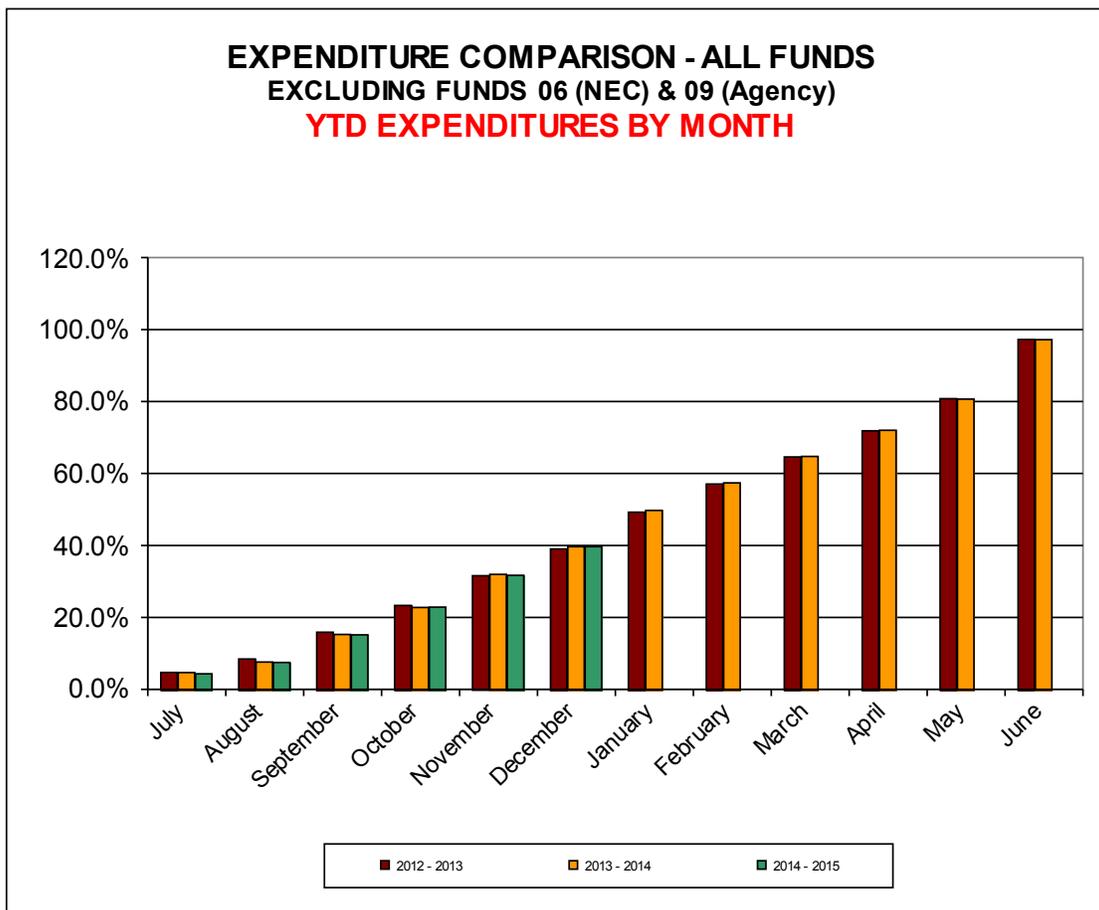
ACCT STATUS: All Account Statuses ACCOUNT RANGES: 01 TO 99-999  
 ZERO BALANCES: Suppress Zero Balances INCLUDE/EXCLUDES: EXL FD 09 09 EXL FD 11 11  
 SORTED BY: ACCOUNT FD  
 SUBTOTALED BY: ACCOUNT FD  
 SERIES TOTALS: <None Selected>  
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FD	PRIOR YEAR ACTUAL	REVISED BUDGET	12/01/14 12/31/14	FISCAL YEAR 201407 RECEIVED THRU 12/31/14	REMAINING ON 12/31/14	PERCENT REMAINING
01 GENERAL FUND	17,381,854.08	17,618,417	127,718.98	7,874,637.52	9,743,779.48	55.30 %
02 FOOD SERVICE FUND	671,460.99	686,485	64,005.09	126,056.26	560,428.74	81.63 %
04 COMMUNITY SERVICE FUND	181,606.80	173,549	7,828.30	39,644.19	133,904.81	77.15 %
07 DEBT SERVICE FUND	5,218,401.45	5,305,121	0.00	827,290.70	4,477,830.30	84.40 %
08 TRUST FUND	501,066.37	500,000	0.00	199,392.52	300,607.48	60.12 %
10 SCHOLARSHIP FUND	4,088.19	0	0.00	535.00	535.00-	0.00 %
12 ALC-ACADEMIC	9,969,717.09	8,839,265	510,068.31	4,335,537.51	4,503,727.49	50.95 %
13 CAREER & TECH	1,493,564.88	1,155,967	0.00	911,693.02	244,273.98	21.13 %
14 SPECIAL EDUCATION	48,029,694.22	49,373,283	7,605,597.04	26,184,439.26	23,188,843.74	46.96 %
20 INTERNAL SERVICE FUND	563,673.23	457,010	63,238.06	197,535.52	259,474.48	56.77 %
41 DONATIONS	32.96	0	0.00	0.00	0.00	0.00 %
51 STUDENT CLUBS	38,827.35	27,700	1,675.27	8,924.30	18,775.70	67.78 %
*** REPORT TOTALS:	84,053,987.61	84,136,797	8,380,131.05	40,705,685.80	43,431,111.20	51.61 %

**DISTRICT 287**  
**EXPENDITURE COMPARISON**

- EXCLUDING Funds 06 (NEC Construction) and 09 (Agency)

Month	2012 - 2013		2013 - 2014		2014 - 2015	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	3,922,779	4.7%	3,962,038	4.7%	3,601,915	4.3%
August	3,118,331	8.4%	2,486,804	7.6%	2,637,832	7.5%
September	6,204,141	15.9%	6,489,103	15.3%	6,385,388	15.2%
October	6,207,454	23.3%	6,365,911	22.8%	6,438,125	22.9%
November	6,868,339	31.6%	7,781,071	32.0%	7,361,288	31.7%
December	6,204,082	39.0%	6,551,462	39.7%	6,626,717	39.7%
January	8,516,139	49.2%	8,521,477	49.7%		
February	6,519,986	57.1%	6,477,527	57.4%		
March	6,287,977	64.6%	6,241,384	64.7%		
April	6,049,508	71.9%	6,167,270	72.0%		
May	7,446,228	80.8%	7,333,498	80.7%		
June	13,711,182	97.2%	14,005,680	97.2%		
<b>TOTAL</b>	<b>81,056,146</b>	<b>97.2%</b>	<b>82,383,226</b>	<b>97.2%</b>	<b>33,051,264</b>	<b>39.7%</b>
<b>BUDGET</b>	<b>83,352,386</b>		<b>84,760,037</b>		<b>83,328,954</b>	



ACCT STATUS: All Account Statuses ACCOUNT RANGES: 01 TO 99-999  
 ZERO BALANCES: Suppress Zero Balances INCLUDE/EXCLUDES: EXL FD 09 09 EXL FD 11 11  
 SORTED BY: ACCOUNT FD  
 SUBTOTALLED BY: ACCOUNT FD  
 SERIES TOTALS: <None Selected>  
 PAGE BREAK ON: <None Selected>

FD	PRIOR YEAR ACTUAL	REVISED BUDGET	12/01/14 12/31/14	FISCAL YEAR 201407 EXPENDED THRU 12/31/14	ENCUMBERED THRU 12/31/14	REMAINING ON 12/31/14	PERCENT REMAINING
01 GENERAL FUND	17,751,131.18	17,817,145	1,364,666.39	8,225,400.55	2,889,708.54	6,702,035.91	37.61 %
02 FOOD SERVICE	671,460.99	686,485	79,473.12	336,451.53	90,081.14	259,952.33	37.86 %
04 COMMUNITY SERVICE FUND	181,606.80	173,549	12,666.16	84,330.03	1,644.82	87,574.15	50.46 %
07 DEBT SERVICE FUND	3,964,439.56	3,965,907	0.00	1,304,701.02		2,661,205.98	67.10 %
08 TRUST FUND	488,941.03	500,000	0.00	200,391.44		299,608.56	59.92 %
10 SCHOLARSHIP FUND	23,927.80	20,000	0.00	16,016.51		3,983.49	19.91 %
12 ALC-ACADEMIC	10,244,373.13	9,405,414	784,724.86	3,747,610.76	480,307.01	5,177,496.23	55.04 %
13 CAREER & TECH	1,403,838.63	1,157,078	91,880.26	379,427.89	19,572.26	758,077.85	65.51 %
14 SPECIAL EDUCATION	47,124,998.65	49,118,666	4,251,354.86	18,570,031.58	1,236,662.87	29,311,971.55	59.67 %
20 INTERNAL SERVICE FUND	493,670.32	457,010	41,080.37	179,672.12		277,337.88	60.68 %
51 STUDENT CLUBS	34,838.23	27,700	871.02	7,230.49		20,469.51	73.89 %
*** REPORT TOTALS:	82,383,226.32	83,328,954	6,626,717.04	33,051,263.92	4,717,976.64	45,559,713.44	54.67 %

33

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

## MEMORANDUM

DATE: **January 12, 2015**

TO: Members of the School Board

FROM: Mae L. Hawkins, Executive Director of Business Services

RE: **Cash Report - December** Claims, Payroll, Receipts, and Investments

A. Recommendation: Request the Board approve payment of the items listed below:

- |   |                                  |
|---|----------------------------------|
| 1. Claim payments for: <b>December 2014</b>   | Totaling \$ <u>4,871,550.69</u>  |
| a) Check #'s 496398 - 496705<br>and Wire Transfers - #'s 2543 - 2548, 3104, 70015689 - 70015855, 80000844 - 80000865<br>and P-Card Purchases - #'s 90000343- 90000357 |                                  |
| 2. Payroll for: December 2014   | Totaling \$ <u>2,420,288.19</u>  |
| a) Check #'s n/a<br>b) Direct Deposit #'s 269783 - 270744, 270745 - 271704<br><br>and Wire Transfers - #'s 4116   |                                  |
| 3. Receipts for: December 2014  | Totaling \$ <u>10,631,520.28</u> |
| a) Receipt #'s 136251 - 136495  |                                  |
| 4. Investments at end of month  | Totaling \$ <u>1,510,700.22</u>  |

Claims/Expenditures, wire transfers, P-Card purchases, payroll, receipts and investments have been prepared under the direction of Dave Anderson and is presented for approval by the School Board. Dave and I would be glad to answer any questions.

**INTERMEDIATE DISTRICT 287  
INVESTMENTS ON HAND  
DECEMBER 2014**

INV NBR	INSTITUTION	INV TYPE	RATE OF RETURN (%)	PURCHASE DATE	MATURITY DATE	AMOUNT INVESTED
	PMA- MNTRUST INVESTMENT SHARES PORTFOLIO					-
	PMA- MNTRUST SAVINGS DEPOSIT ACCOUNT	SDA	0.040	11/30/14	12/31/14	1,510,571.88
	TOTAL PMA- MNTRUST INVESTMENTS ON BOOKS					1,510,571.88
	INVESTMENTS ON OUR BOOK AT END OF PRIOR MONTH					1,510,571.88
	CURRENT MONTH ACTIVITY					
	DEPOSITS					-
	WITHDRAWALS					
	INTEREST EARNED- RECORDED					128.34
	INTEREST EARNED- NOT RECORDED BY MONTH-END					-
	TOTAL INVESTMENTS AT END OF MONTH & UN-RECORDED INTEREST					1,510,700.22

# Intermediate District 287

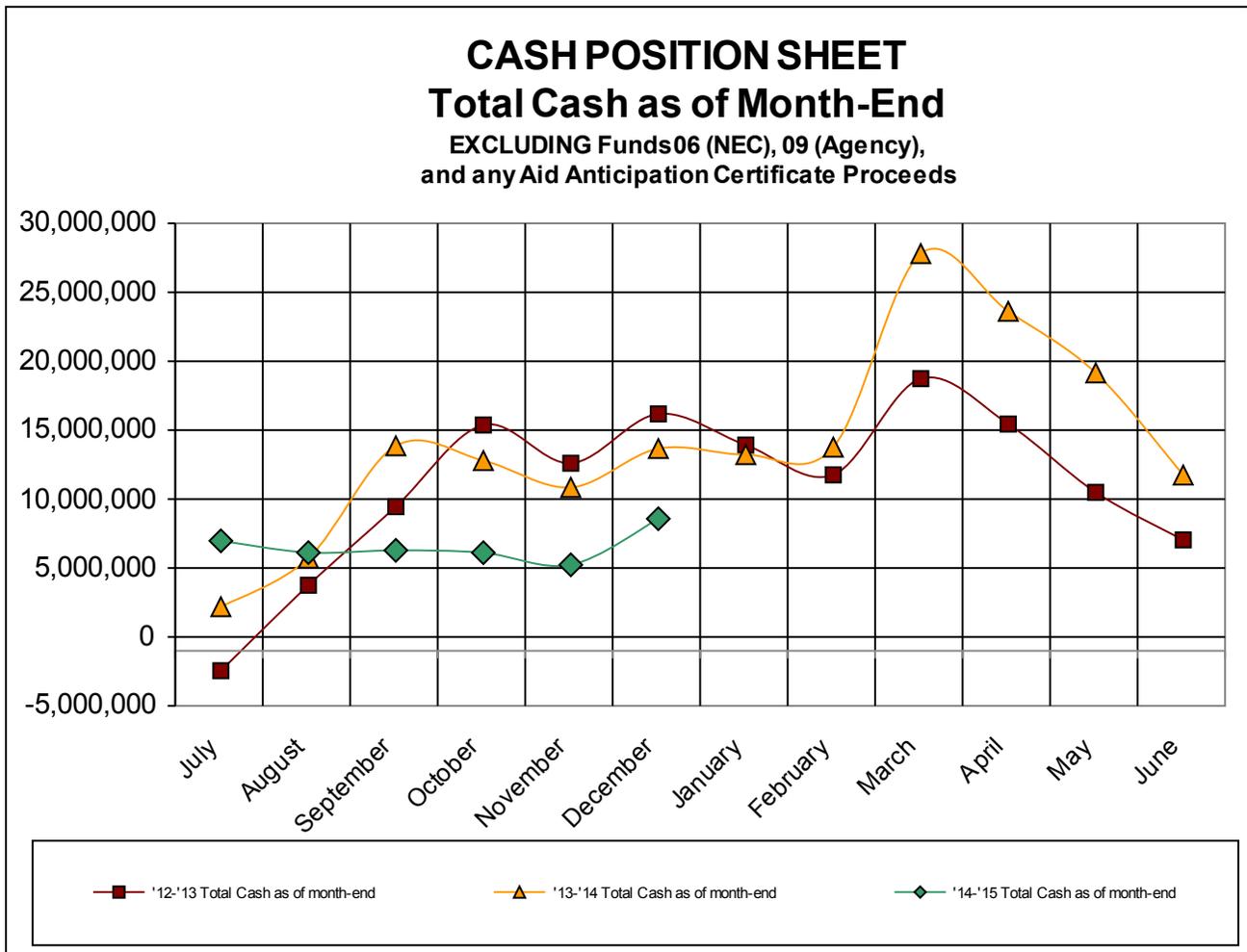
## Cash Position Sheet- Monthly Total Net Cash- All Accounts

- EXCLUDING Funds 06 (NEC Construction), 09 (Agency), and any Aid Anticipation Certif. Proceeds

<u>Date</u>	<u>'12-'13 Total Cash as of month-end</u>	<u>'13-'14 Total Cash as of month-end</u>	<u>'14-'15 Total Cash as of month-end</u>
July	-2,447,118 <sup>1</sup>	2,191,127 <sup>2</sup>	6,975,746
August	3,754,626 <sup>2</sup>	5,718,061 <sup>2</sup>	6,126,182
September	9,454,172 <sup>2</sup>	13,862,706	6,288,912
October	15,382,409 <sup>2</sup>	12,796,587	6,111,818
November	12,605,385 <sup>2</sup>	10,848,256	5,234,858
December	16,180,751 <sup>2</sup>	13,665,705	8,574,866
January	13,924,956 <sup>2</sup>	13,229,251	
February	11,767,529 <sup>2</sup>	13,767,789	
March	18,741,667 <sup>2</sup>	27,803,669	
April	15,446,038 <sup>2</sup>	23,625,636	
May	10,488,472 <sup>2</sup>	19,151,688	
June	7,041,623 <sup>2</sup>	11,744,521	

<sup>1</sup> excludes Aid Anticipation Certif. proceeds of \$5,900,000.00 in July 2011, paid back in Aug. 2012

<sup>2</sup> excludes Aid Anticipation Certif. proceeds of \$9,900,000.00 in Aug. 2012, paid back in Sept. 2013



**INTERMEDIATE DISTRICT 287**  
**DECEMBER 2014 ACTIVITY**

**WIRE TRANSFERS IN:**

DATE	AGENCY	TO	EF#	AMOUNT	DESCRIPTION
12/3/2014	ARTS BOARD	MSDLAF	2256024	36,262.00	FY15 ARTS LEARNING GRANT#15774
	EDUC-FNS	MSDLAF	2266429	47.76	02F705 ST BRKFST JUNE 2014 RATE CHGS
	EDUC-FNS	MSDLAF	2266429	66.10	02S300 ST LUNCHES JUNE 2014 RATE CHGS
	EDUC-FNS	MSDLAF	2266429	1,314.95	705-473 COMMODITIES REBATE FY 2014 SEC
	EDUC-FNS	MSDLAF	2266429	1,314.95	705-473 COMMODITIES REBATE FY 2014 NEC
12/12/2014	EDUC - STATE AID	MSDLAF	2273952	100,971.63	01S211 GENERAL ED AID FY14-15
	EDUC - STATE AID	MSDLAF	2273952	6,907,994.92	01S360 SPED ED AID FY14-15
	DHS-MMIS	MSDLAF	2279758	571,872.07	THIRD PARTY BILLING
12/23/2014	EDUC-FNS	MSDLAF	2294275	2,687.10	02F701 REG LUNCHES OCT14
	EDUC-FNS	MSDLAF	2294275	537.42	02F701 FED HHFKA LUNCH OCT14
	EDUC-FNS	MSDLAF	2294275	22,892.60	02F701 FED FREE LUNCH OCT14
	EDUC-FNS	MSDLAF	2294275	12,881.01	02F705 FED BRKFST OCT14
	EDUC-FNS	MSDLAF	2294275	1,474.00	02S300 ST LUNCHES OCT14
	EDUC-FNS	MSDLAF	2294275	366.95	02F705 ST BRKFST OCT14
12/24/2014	ARTS BOARD	MSDLAF	2298140	2,543.00	INV#72072 & 72680 ART BOARD FY14 & FY15
12/29/2014	EDUC - STATE AID	MSDLAF	2301550	2,963.48	01S211 GEN ED AID FY14-15
	EDUC - STATE AID	MSDLAF	2301550	52,111.96	01F319 TCHR DEVELOPMENT & EVAL
<b>MTD TOTALS</b>				<b>7,718,301.90</b>	

**WIRE TRANSFERS OUT:**

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
12/10/2014	MSDLAF	US BANK	70015689 - 70015709	2,231.39	DIRECT DEPOSIT EMPLOYEE EXPENSES FY15
	MSDLAF	EBC	2543	13,013.46	EMPLOYEE & EMPLOYER 403B - RETIREE'S
	MSDLAF	US BANK	2544	178.93	MERCHANT CARD FEES NOV14 ACT BK IN DEC14
	MSDLAF	ING	2545	4,337.82	MN STATE RETIREMENT SYSTEM - RETIREE'S
12/15/2014	MSDLAF	US BANK	269783 - 270744	1,204,280.06	DIRECT DEPOSIT PAYROLL
	MSDLAF	EBC	80000844	62,213.55	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000845	315,348.96	FEDERAL TAXES
	MSDLAF	MN DEPT OF REVENUE	80000846	1,097.95	MN DEPT OF REVENUE-WAGE LEVY'S
	MSDLAF	MN DEPT OF REVENUE	80000847	74,127.72	STATE WITHHOLDING TAXES
	MSDLAF	PERA	80000848	47,319.89	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000849	84,765.98	TEACHERS RETIREMENT ASSN
	MSDLAF	EBC	80000850	21,699.32	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000851	138,102.77	FEDERAL TAXES
	MSDLAF	ING	80000852	2,241.33	MN STATE RETIREMENT SYSTEM - VEBA
	MSDLAF	PERA	80000853	54,890.81	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000854	84,323.44	TEACHERS RETIREMENT ASSN
	MSDLAF	BANK OF MONTREAL	2546	90,143.46	A/P P-CARD NOV14 ACT - PD DEC14
	MSDLAF	BANK OF MONTREAL	90000343-90000357	29,920.23	P-CARD NOV14 ACT - PD DEC14
12/23/2014	MSDLAF	US BANK	70015710 - 70015855	15,075.93	DIRECT DEPOSIT EMPLOYEE EXPENSES FY15
12/29/2014	MSDLAF	CHS	2547	45,134.86	CHS FLEX PAYMENTS DEC14
	MSDLAF	US BANK	2548	81.70	ARP FEES VOUCHER ACCT NOV14
12/30/2014	MSDLAF	US BANK	270745 - 271704	1,215,951.37	DIRECT DEPOSIT PAYROLL REG
	MSDLAF	EBC	80000855	21,667.74	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000856	138,656.34	FEDERAL TAXES
	MSDLAF	VOYA-ING	80000857	2,241.33	MN STATE RETIREMENT SYSTEM - VEBA
	MSDLAF	PERA	80000858	55,614.89	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000859	85,290.07	TEACHERS RETIREMENT ASSN
	MSDLAF	EBC	80000860	61,508.65	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000861	322,077.32	FEDERAL TAXES
	MSDLAF	MN DEPT OF REV	80000862	1,134.91	MN DEPT OF REVENUE-WAGE LEVY'S
	MSDLAF	MN DEPT OF REV	80000863	75,924.66	STATE WITHHOLDING TAXES
	MSDLAF	PERA	80000864	47,944.12	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000865	85,780.76	TEACHERS RETIREMENT ASSN
	MSDLAF	US BANK	3104	148.08	ARP FEES RECEIPT ACCT NOV14
	MSDLAF	US BANK	4116	56.76	ARP FEES PAYROLL ACCT NOV14
<b>MTD TOTALS</b>				<b>4,404,526.56</b>	



**DONATIONS  
INTERMEDIATE DISTRICT 287  
2014-2015**

**December 2014**

<b>DON. DATE</b>	<b>DESCRIPTION</b>	<b>VIN#</b>	<b>EST VALUE</b>	<b>DONOR</b>	<b>SS# OR FED ID#</b>	<b>CAMPUS</b>	<b>PROGRAM</b>
12/2/14	CHECK		\$ 15.50	BARCLEY, WHITNEY		WEC	FALL FEAST
12/2/14	CHECK		\$ 10.00	DELONG, JAMIE		WEC	FALL FEAST
12/2/14	CHECK		\$ 10.00	DEWEY, SHERRIE		WEC	FALL FEAST
12/2/14	CHECK		\$ 30.00	HOFFMAN, CHERI		WEC	FALL FEAST
12/2/14	CHECK		\$ 15.00	JORDAN, NASHA		WEC	FALL FEAST
12/23/14	CHECK		\$ 318.58	K FOUNDATION (GIVE MN.ORG)		NEC	NECA
12/2/14	CHECK		\$ 30.00	KLIVE, BECKY		WEC	FALL FEAST
12/2/14	CHECK		\$ 29.00	MEZZENGA, TAMMY		WEC	FALL FEAST
12/18/14	CHECK		\$ 768.16	MVNA		NEC	NECA
12/19/14	CHECK		\$ 100.00	NILAN, JOHNSON, LEWIS PA		DSC	COMMUNICATIONS
12/2/14	CHECK		\$ 100.88	NOCHEZ, CINDY		WEC	FALL FEAST
12/2/14	CHECK		\$ 10.00	NUMMELA, JODY		WEC	FALL FEAST
12/16/14	CHECK		\$ 200.00	RAV TECHNOLOGIES		DSC	COMMUNICATIONS
12/23/14	CHECK		\$ 25.00	SOLBERG, MICHAEL & LINDA		NEC	NECA
12/2/14	CHECK		\$ 40.00	SWANSON, SCOTT & MARCHALL		WEC	FALL FEAST
12/2/14	CHECK		\$ 10.00	WEISE, SHERRY		WEC	FALL FEAST
			\$ 1,712.12				

# Intermediate District 287

*RESPONSIVE. INNOVATIVE. SOLUTIONS.*

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## INTER-OFFICE MEMORANDUM

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Date: January 22, 2015

To: Sandra Lewandowski, Superintendent

From: Mae Hawkins, Executive Director of Business Services

**Re: What the Board Needs to Know about Fiscal Host Agreements**

**Overview:** A fiscal host agreement is an agreement between two school districts where one district agrees to receive the funding for a program and then with adequate documentation forward that funding to the other district. These agreements often occur when a district cannot receive a certain type of funding directly or as a requirement of a grant.

**Summary: Why District 287 should use a Fiscal Host Agreement for its NECA and SECA ALC Programs**

- Ease of billing - District 287 will bill the fiscal host district instead of billing 50-100 resident districts.
- The fiscal host district would generate the revenues per WADM and the state would pay the fiscal host district directly. District 287 would then bill the fiscal host district for the general education revenue, English Learner revenue and Title 1 revenue that the District 287 ALC students generated.
- Slightly increased revenue - as 100% of the general education revenue categories will follow the student. The ALC operated by a cooperative or intermediate tuition billing statute requires that several components of general education aid be deducted in determining the rate to be charged. Note: Transportation revenue will be credited to the fiscal host district for the District 287 ALC students for whom the fiscal host district provides transportation.
- The District 287 ALC students would be included in all revenue calculation for the fiscal host district. Any other revenues generated would remain with the fiscal host district - levy revenues generated by District 287 ALC students would remain in the fiscal host district.
- District 287 is responsible for running all operations of the ALC programs. Students are reported as District 287 students by District 287. The District 287 students do not impact the fiscal host district's graduation rates.

**INTERMEDIATE DISTRICT 287  
PLYMOUTH, MINNESOTA  
BOARD OF EDUCATION**

**Regular Meeting – January 22, 2015**

**AGENDA SECTION: Business Services / Facilities Report**

**ITEM: Bid Award South Education Center Playfield**

**PRESENTED BY: Michael Cowles, Director of Facilities**

**1. Background Information**

The Bid opening for South Education Center Playfield was held at the District Service Center on Thursday, January 8, 2015 at 2:00 P.M. Seven bids were accepted with pricing as follows:

<u>Vendor Name</u>	<u>Base Bid</u>
New Look Contracting, Inc.	\$ 278,546
Rachel Contracting	\$ 284,710
American Liberty Construction, Inc.	\$ 287,900
Morcon Construction Co., Inc.	\$ 289,000
G.L. Contracting, Inc.	\$ 299,000
Peterson Companies	\$ 337,500
RSI Associates	\$ 418,750

The scope of the project includes a playfield and walking track to be added at South Education Center. The project is being funded in part by a matching grant not to exceed \$168,000 from Hennepin County.

- 2. **Fiscal Impact/Funding Source:** The portion of the project not funded by the matching grant is being paid for out of the 2014-15 facilities budget.
- 3. **RECOMMENDED ACTION:** The Board approves awarding the contract to New Look Contracting, Inc. for the base bid of \$278,546.

Motion by: \_\_\_\_\_ Yes \_\_\_\_ Passed \_\_\_\_

Second by: \_\_\_\_\_ Yes \_\_\_\_ Failed \_\_\_\_

Abstentions: \_\_\_\_\_

January 2015  
vol 12 ♦ no 4

## Investing in the Future: Bloomington Public Schools Launches Career and College Academy

**January 9, 2015**  
**Legislative Preview**  
7:30 a.m.—10:00 a.m.  
Grand Hall,  
TIES Conference Center,  
St. Paul

**January 30, 2015**  
**Executive/Legislative**  
**Committee Meeting**  
7:30 a.m., TIES  
Conference Center,  
St. Paul

**February 6, 2015**  
**Board of Directors**  
**Meeting, 7:00 a.m.,**  
Grand Hall,  
TIES Conference Center,  
St. Paul

**February 27, 2015**  
**Executive/Legislative**  
**Committee Meeting**  
7:30 a.m., TIES  
Conference Center,  
St. Paul

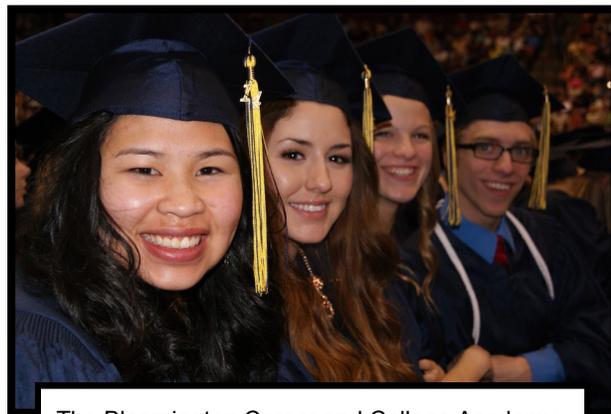
**B**loomington Public Schools is launching a new academic opportunity aimed at preparing all students to succeed after high school. The Bloomington Career & College Academy - set to launch in Fall 2015 - will provide high school students the opportunity to explore introductory and advanced technical learning in a hands-on, applied environment.

Bloomington Career & College Academy (BCCA) offers students a unique learning option, aligning courses and curriculum with pre-designed career paths including health science, information technology, criminal justice/law enforcement, and building and construction trades.

Students will graduate from high school workforce-ready, armed with foundational training and credentials that will transition directly to college or the workplace. Some students may graduate with a career certification or credential; all paths include post-secondary education credits and job training.

“With the Bloomington Career and College Academy, we are investing in our students and community,” says Superintendent Les Fujitake. “We know not all students will go to a four-year college or university. Some students may go into the workplace. Some may continue their education. The BCCA will give many students the opportunity to experience college classes and job training that will benefit them no matter what they choose after high school.”

Mykayla, a junior at Bloomington John F. Kennedy High School, will soon be registering for her senior year classes. Like many of today’s high school students, she feels pressure to make the right choices and to decide what she’ll do after high school. She wants to be a pediatrician or a nurse. By enrolling in Bloomington Career and College Academy, she is confident she will have an advantage



The Bloomington Career and College Academy will prepare students to graduate career and college ready.

*Continued on page 2*

### AMSD’s Mission

*To advocate for state education policy that enables metropolitan school districts to improve student learning.*



Association of  
Metropolitan School Districts

### From the Chair

**H**appy New Year! It is hard to believe the time has come to kick off the 2015 Legislative Session. I am especially looking forward to AMSD’s annual Legislative Session Preview on Friday, January 9 from 7:30 – 10:00 a.m. in the TIES Conference Center. This is always a great opportunity for metro legislators and superintendents and school board members from AMSD member school districts to interact and discuss important education issues that will surface during the session.

The program includes an overview of AMSD’s 2015 Legislative Platform by three of our distinguished AMSD superintendents. We will also hear a session preview from Commissioner Brenda Cassellius, as well as from a legislative panel of Rep. Jenifer Loon, Rep. Jim Davnie, Sen. Chuck Wiger and Sen. Eric Pratt. I encourage AMSD board members and metro legislators to join us for this informative program!

*Bruce Richardson, school board member from St. Louis Park Public Schools, is chair of AMSD.*

## Bloomington's College & Career Academy Aims to Prepare All Students to Succeed After High School

*Continued from page 1*

over her peers upon graduation, with college credits and skills training earned during high school.

"This is a really good option for me," says Mykayla, who credits her mom for inspiring her to pursue a health care field. "I'm excited to take college classes in my field in high school, and I can make sure a medical profession is a good fit."

Bloomington is placing renewed emphasis on career and college readiness. Armed with statistics showing a skills and achievement gap in Minnesota, along with projections that indicate a shortage of workers over the next 10 years, Bloomington Public Schools is focused on ensuring its high school graduates are prepared to enter the workforce upon graduation.

The pathways offered in Bloomington Career and College Academy were identified using data that shows employment fields with job growth and livable wages requiring some post-secondary education, but not necessarily a four-year degree.

"Bloomington Career and College Academy pathways focus on preparing students with stackable credentials for high-demand jobs that pay a livable wage," says Gary Kressin, BCCA coordinator.

The curriculum is aligned to offer concurrent post-secondary credits along with high school STEM or elective credit. In some cases, upon completion of the entire pathway, a student could earn an industry-recognized certification or other credential. "These are certifications and credentials that employers are seeking," says Kressin. "Whether our students choose employment or further education, they will graduate with employable credentials." The courses and credits are designed to be compatible and transferrable within the Minnesota State Colleges and Universities (MnSCU) system.

"To earn college credits without paying tuition is a huge financial benefit to me and my family," says Mykayla. "Whether I decide to go to college after high school or go right to work, I will stand out from other students because of the classes and training."

The program will expand to include more pathway options in collaboration with the district's education partners and with feedback from business and industry. Bloomington Career and College Academy instructors will work closely with local employers to arrange workplace visits, job shadowing and internship opportunities for students. Students will be paired with a career navigator who will serve as a liaison with the education partners, and to help students transition to college or employment.



Bloomington Career and College Academy students will enhance classroom learning with hands-on, applied learning and job training.

"The program is focused on helping each student create an individual plan that best meets their needs," says Kressin. "We are working closely with employers to identify workforce needs, and our partner schools to align the education and training with the jobs available."

Most students will take classes at the Bloomington Career and College Academy campus, the former Lincoln High School that also houses the district's Community Education offices and programs. Others will be on the campus of an education partner, including Hennepin Technical College, Normandale Community College and Dunwoody College of Technology. Students will take core classes at either Bloomington Jefferson or Kennedy High Schools, enabling them to continue to participate in athletics, activities and clubs.

To ensure all students have the opportunity to choose the Bloomington Career and College Academy, the district is benefiting from United Way funds to help with transportation and other costs. Transportation will be provided between the high schools, the BCCA, and partner campuses at no cost to students. Open enrollment is available for students who are not residents of Bloomington.

"As educators, we work every day to help our students thrive and achieve their dreams," Fujitake said. "The Bloomington Career and College Academy will open a lot of doors for our students, and help place them on the path to success after graduation."

An Open House is scheduled for Feb. 12, 2015, showcasing the Bloomington Career & College Academy campus, with representatives from education and supporting partners, including Normandale Community College, Dunwoody College of Technology, Hennepin Technical College, the Minnesota Building Trades Apprenticeship Program, the Governor's Workforce Development Council, and the Greater Twin Cities United Way.

*This month's member spotlight was submitted by Kate Martin, Marketing and Communications Manager, Bloomington Public Schools.*

# Career & College

A C A D E M Y  
Bloomington Public Schools



## Build on the Momentum: 2015 AMSD Legislative Platform

The AMSD Board of Directors recently adopted its legislative platform for the 2015 session that will convene on January 6, 2015. AMSD board members are urging the Governor and legislators to build on the momentum from the 2014 session. During the last biennium, state policymakers made significant strides toward restoring Minnesota's commitment to offering a world-class system of public education that allows all students to reach their full potential. Critical investments in all-day Kindergarten and early learning, along with significant property tax reforms, have established a solid foundation for restoring Minnesota's reputation as a national leader in education.

While much was accomplished over the last two years, important work remains if we are to achieve the "thorough and efficient" education funding system envisioned in the State Constitution. The funding system must reliably, equitably and consistently provide the resources school districts need to carry out state mandates and provide the opportunities all learners need to succeed.

A summary of the AMSD legislative platform is below and the complete platform is available on the AMSD web site: <http://www.amsd.org/2015-legislative-platform>

### **FUNDING**

- Increase the basic formula allowance by at least four percent per year for the next biennium and index the formula to inflation in the future;
- Establish an index for local optional revenue to account for regional labor cost differentials;
- Allow locally-elected school boards to renew an existing operating referendum at the same level; and
- Fully fund the state special education funding formula to reduce the special education cross-subsidy.

### **FACILITIES**

**A "thorough and efficient" education funding system must also ensure that locally-elected school boards have the authority to preserve public assets and ensure safe and secure learning environments for students and staff. Toward that end, the Governor and Legislature should:**

- Phase-in eligibility for the Alternative Facilities Program to all school districts by combining the existing Health and Safety and Deferred Maintenance Programs into the Alternative Facilities Program to ensure that school districts are able to preserve public assets and maintain safe learning environments for students, staff and citizens;
- Expand the allowable uses of the building lease levy to include remodeling of existing space, building additions for instructional space, and building modifications to enhance safety and security;
- Maintain additional allowances for members of intermediate, educational cooperative and joint powers districts to ensure the facilities needs of those districts are addressed; and
- Increase the operating capital revenue allowance, index it to inflation and expand the allowable uses of operating capital revenue.

### **LOCAL CONTROL AND MANDATES**

**To encourage innovation and creativity, the State should not limit the ability of locally-elected school boards to work with their administrators, staff, students, parents and communities to address local needs and challenges. "One size fits all" mandates do not recognize the unique needs and challenges individual school districts face. AMSD urges the Governor and Legislature to:**

- Refrain from enacting any new, unfunded mandates and either fund or repeal existing unfunded mandates;
- Provide school boards and administrators the authority to retain their most effective teachers and to strategically deploy staff to enhance student achievement and close the achievement gap;
- Oppose the establishment of a mandatory statewide health insurance pool for school district employees;
- Allow greater flexibility with funding streams including compensatory revenue; and
- Reform the state assessment system by replacing the Minnesota Comprehensive Assessment exams with tests that inform instruction using valid, reliable and real-time data.

*(Continued on page 4)*

# Creating the World's Best Workforce

Continued from page 3

## WORLD'S BEST WORKFORCE SUPPORT

It is also critical that the Governor and Legislature build on the momentum from the last biennium if Minnesota is to create the World's Best Workforce (WBWF). The World's Best Workforce legislation, passed into law in 2013, requires each school district to develop a strategic plan that addresses five key goals. The AMSD Board of Directors has identified the following key elements that the Governor and legislators must address if we are to achieve these ambitious goals.

### **World's Best Workforce Goal #1: All children are ready for school**

- Increase funding for School Readiness programs to ensure all learners are ready for Kindergarten;
- Require that early learning scholarships be used in high quality programs as identified by a 3 or 4 star Parent Aware rating; and
- Create incentives for school districts to work with and strengthen child care providers and align curriculum and train staff across PreK-3.

### **World's Best Workforce Goal #2: All third-graders can read at grade level**

- Allow greater local authority in the use of compensatory revenue to implement local initiatives; and
- Increase funding for the extended time program to expand access and provide additional learning opportunities for students who are behind grade level.

### **World's Best Workforce Goal #3: All racial and economic achievement gaps between students are closed, as well as gaps between students receiving special education services and those that are not**

- Allow locally elected school boards to adopt the school calendar that best meets the needs of their students and community;
- Increase base funding for the Compensatory and English learner programs;
- Fully fund the state special education funding formula to reduce the special education cross-subsidy; and
- Increase funding for school-linked mental health grants.

### **World's Best Workforce Goal #4: All students graduate from high school**

- Establish an equalized technology levy to allow school districts to enhance online and digital learning opportunities;
- Fully fund and align the alternative teacher professional pay system (Q Comp) and the teacher development and evaluation program to enhance professional development and teacher quality for all school districts; and
- Give school boards and administrators the ability to retain their most effective teachers.

### **World's Best Workforce Goal #5: All students are ready for career and college**

- Expand opportunities for students to earn post-secondary credit while in high school;
- Increase funding and flexibility for the Concurrent Enrollment program; and
- Create incentives and remove barriers to innovation and collaboration between and among school districts, businesses, higher education, non-profit organizations and other units of local government.

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**AMSD Members:** Anoka-Hennepin School District, Bloomington Public Schools, Board of School Administrators (Associate Member), Brooklyn Center Community Schools, Burnsville-Eagan-Savage, Columbia Heights Public Schools, East Metro Integration District (Associate Member), Eastern Carver County Schools, Eden Prairie Schools, Edina Public Schools, Elk River Area School District, Farmington Area Public Schools, Fridley Public Schools, Hopkins Public Schools, Intermediate School District 287, Intermediate School District 917 (Associate Member), Inver Grove Heights Community Schools, Lakeville Area Public Schools, Mahtomedi Public Schools, Minneapolis Public Schools, Minnetonka Public Schools, Mounds View Public Schools, North St. Paul/Maplewood/Oakdale School District, Northeast Metro Intermediate School District 916, Northwest Suburban Integration District (Associate Member), Orono Schools, Osseo Area Schools, Prior Lake-Savage Area Schools, Richfield Public Schools, Robbinsdale Area Schools, Rosemount-Apple Valley-Eagan Public Schools, Roseville Area Schools, Shakopee Public Schools, South St. Paul Public Schools, South Washington County Schools, SouthWest Metro Educational Cooperative (Associate Member), Spring Lake Park Schools, St. Anthony-New Brighton Independent School District, St. Cloud Area Schools, St. Louis Park Public Schools, St. Paul Public Schools, Stillwater Area Public Schools, TIES (Associate Member), Wayzata Public Schools, West Metro Education Program, West St. Paul-Mendota Heights-Eagan Area Schools and White Bear Lake Area Schools.



REGISTRATION      TRAVEL      EDUCATION  
EXHIBITORS      CAMPUS EXPO

Home / Conference / Events » NSBA 75th Annual Confe ...

# NSBA 75th Annual Conference and Exposition

*March 21, 2015 (All day) to March 23, 2015 (All day)*

Nashville, Tenn.

## **Event Type:**

Annual Conference

The NSBA Annual Conference and Exposition is the one national event that brings together education leaders at a time when domestic policies and global trends are combining to shape the future of our students. Join more than 5,000 board members, superintendents, and education leaders from across the country and around the globe and gain valuable knowledge and information in five key areas: leadership, advocacy, technology + learning, urban school issues, and school law. Gain ideas and strategies through more than 200 programming sessions, workshops, speakers, site visits, and exhibitors with cutting-edge content, best practices, and the freshest ideas to support student achievement.

See more at: <http://www.nsba.org/conference>

# School Board Planning Calendar January 2015 – December 2015

<b>1<sup>st</sup> Meeting of the Month</b>	<b>2<sup>nd</sup> Meeting of the Month</b>
<b>START TIME 6:30 PM</b>	
<p><b>JANUARY 8, 2015</b> <i>Organizational Meeting</i></p> <p>Election of Board Officers Oath of Office Financial Report November FY14 Audit Superintendent Mid-Year Evaluation Procedure</p>	<p><b>JANUARY 22, 2015</b></p> <p>Financial Report December FY14 Audit Uber Goal #2</p>
<p><b>FEBRUARY 12, 2015</b></p> <p>Report on Uber Goal</p> <p>Progress Toward Improvement Plan</p> <ol style="list-style-type: none"> <li>1. What the Board Needs to Know About Data Portability Project</li> <li>2. What the Board Needs to Know About Diploma On-What have we learned? What the Board Needs to Know about ALC Plus-What Have We Learned</li> <li>3. Update on legislative progress on ALC Legislation</li> <li>4. What the Board Needs to Know about The Better Way</li> <li>5. What the Board Needs to Know about Grad MN Work</li> </ol> <p>Right Sizing Discussion: Report on Special Education ADM for 14-15 School Year/ Provide Assumptions Going Forward</p> <p>Hennepin County Graduation Update</p>	<p><b>FEBRUARY 26, 2015</b></p> <p>Gateway Video</p> <p>What the Board Needs to Know About ELC National Accreditation</p> <p>Financial Report January</p> <p>FY16 Budget Assumption</p> <p>FY15 Budget Revision</p> <p>Program Withdrawal Report</p> <p>Staff Reduction ULA Resolution Changes for following Year</p> <p>Local 2209 Negotiations Financial Parameters Request? New Policy -First Read?</p>
<p><b>MARCH 12, 2015</b></p> <p>SEC Playfield Update</p> <p>Facilities Report on FY15 Projects</p> <p>What the Board Needs to Know: Update on Teacher Evaluation Process</p> <p>Innovation in 287 Presentation</p>	<p><b>MARCH 26, 2015</b></p> <p>Financial Report February</p> <p>FY15 Budget Reduction Realignment Proposal</p> <p>Program Reduction Resolution</p> <p>Proposed District 287 School Calendar 2015-2016</p> <p>Reduction ULA for tenured staff (<i>provide names</i>)</p> <p>Strategic Plan Report</p>
<b>APRIL 9, 2015</b>	
What the Board Needs to Know: Update on Gifted Ed Programs	
<p><b>MAY 14, 2015</b></p> <p>Financial Report March</p> <p>Summary Status Report on Board Policy &amp; Procedure</p> <p>Food Services Report</p> <p>What the Board Needs to Know About Data Portability Project</p>	<p><b>MAY 28, 2015</b></p> <p>Areas of Literacy Focus for 2014-2015</p> <p>Financial Report April</p> <p>Non-Renewals/Layoffs</p> <p>Probationary Licensed, and Non-Licensed</p> <p>Staff Reduction ULA Resolution</p> <p>Local 2209-District Tentative Agreement (TA)?</p>

**INFORMATIONAL ITEMS TO REMEMBER:**

**\*\* Board role in setting/supporting goals  
Board TLC**

**Community use of Facilities Bucket**

<b>1<sup>st</sup> Meeting of the Month</b>	<b>2<sup>nd</sup> Meeting of the Month</b>
<b>JUNE 11, 2015</b> Read 180 & Math 180 Results Superintendents Evaluation Update	<b>JUNE 25, 2015</b> 2014-2015 Budget Approval Annual Food Service Program Resolution Financial Report May Final ULA Resolution for Licensed Staff Presentation <ul style="list-style-type: none"> <li>• Strategic Plan Final (Report &amp; DVD)</li> <li>• Written PLC Report</li> </ul>
<b>AUGUST 27, 2015</b> Instructional Results Report What Board Members Need to Know About “2014-2015 Back to School Start-Up” SNEAK PREVIEW of Legislative Platform What Board Members Need to Know About “2014-2015 Crisis Plans” Financial Report June & July Superintendent Uber Goals	
<b>SEPTEMBER 10, 2015</b> Work Session: A Better Way	<b>SEPTEMBER 24, 2015</b> Cultural Competency Work Financial Report August Operational Results Report
<b>OCTOBER 8, 2015</b> Student Rights & Responsibilities Policy Bucket	<b>OCTOBER 22, 2015</b> Financial Report September What the Board Needs to Know about Emergency and Crisis Plans for 2014-2015 Work , Session: Personalizing Education
<b>NOVEMBER 12, 2015</b> <i>(Only one Board meeting this month!)</i> Annual Food Service Program Resolution	
<b>DECEMBER 10, 2015</b> <i>(Only one Board meeting this month!)</i> Financial Report October Legislative Platform Prior Year Finance Review	

**INFORMATIONAL ITEMS TO REMEMBER:**

\*\* Board role in setting/supporting goals  
 Board TLC

Community use of Facilities Bucket

**INTERMEDIATE DISTRICT 287**  
**January 22, 2015**  
**SCHOOL BOARD CALENDAR**

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 January 2015

08	Thursday	General Board Meeting	6:30PM	Board Rm
13	Tuesday	Local 2209 & Board Breakfast	7:00AM	DSC-316
22	Thursday	General Board Meeting	6:30PM	Board Rm

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 February 2015

17	Tuesday	Get On The Bus	8:30AM	TBD
12	Thursday	General Board Meeting	6:30PM	Board Rm
26	Thursday	General Board Meeting	6:30PM	Board Rm

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 March 2015

12	Thursday	General Board Meeting	6:30PM	Board Rm
24	Tuesday	Local 2209 & Board Breakfast	7:00AM	DSC-316
26	Thursday	General Board Meeting	6:30PM	Board Rm

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 April 2015

09	Thursday	General Board Meeting	6:30PM	Board Rm
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 May 2015

14	Thursday	General Board Meeting	6:30PM	Board Rm
21	Thursday	Career & Tech High School Award Ceremony	4:00PM	Eden Prairie Campus
28	Thursday	General Board Meeting	6:30PM	Board Rm

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 June 2015

02	Tuesday	Gateway Graduation	11:00AM	Brklyn Park Campus
03	Wednesday	West Education Center & W-ALT Graduation	4:00PM	WEC
03	Wednesday	Focus/Invest/Vector (South & North) Graduation	12:00PM	SEC
03	Wednesday	South Education Center Alternative Graduation	6:00PM	SEC
04	Thursday	South Education Center/SUN Transition/ PHASE Graduation	12:00PM	SEC
04	Thursday	Northwest Tech Center High School Graduation	TBD	Brklyn Park Campus
04	Thursday	North Education Center Graduation	11:00AM	NEC
04	Thursday	North Education Center Elementary Graduation	1:00PM	NEC
04	Thursday	North Education Center Alternative Graduation	6:00PM	NEC
05	Friday	EEC Transition/Explore Graduation	TBD	TBD
05	Friday	Epsilon Graduation	1:30PM	Board Rm
25	Thursday	General Board Meeting	6:30PM	Board Rm

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 August 2015

27	Thursday	General Board Meeting	6:30PM	Board Rm
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 September 2015

10	Thursday	General Board Meeting	6:30PM	Board Rm
24	Thursday	General Board Meeting	6:30PM	Board Rm

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 October 2015

08	Thursday	General Board Meeting	6:30PM	Board Rm
22	Thursday	General Board Meeting	6:30PM	Board Rm

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November 2015

12 Thursday

General Board Meeting

6:30PM

Board Rm  
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December 2015

10 Thursday

General Board Meeting

6:30PM

Board Rm  
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◆ General Board Meeting – Date Change

◆ New Event

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

*Get on the Bus & Local 2209 Breakfast Schedule*

*2014-2015*

## *Get on the Bus*

Tuesday, February 10<sup>th</sup> 17<sup>th</sup>

TBN

Bus leaves 287 DSC @ 8:30 AM

Ann Bremer

Laura Rimbbeck

**Cancelled**

## *Local 2209 Breakfast*

*7:00 AM*

Tuesday, March 24<sup>th</sup>  
District Service Center  
(3<sup>rd</sup> Floor – Room 316)

Ann Bremer

Carol Bomben

Michèle Kunz

Regina Neville

Karen Filla