

# **Intermediate District 287**

Responsive. Innovative. Solutions.



**Intermediate District 287**

**Regular Meeting**

**Thursday, December 10, 2015 6:30 PM**

# Intermediate District 287

## RESPONSIVE. INNOVATIVE. SOLUTIONS

### GENERAL MEETING OF THE BOARD

Thursday, December 10, 2015

6:30 PM @ District Service Center Board Room

### AGENDA

#### Page #

1. **CALL TO ORDER** (Action)
  1. 1. School Board Recognition of Departing Board Member Carter Peterson
2. **APPROVAL OF GENERAL MEETING AGENDA** (Action)
3. **OPEN FORUM** (Information)
4. **APPROVAL OF CONSENT AGENDA** (Action)
  4. 1. General Board Meeting Minutes from November 12, 2015 4
  4. 2. Approval of Routine Human Resources Activities for December 10, 2015 6
  4. 3. 2016 Liaison Officer Services Agreement between City of Minnetonka and Intermediate District 287
  4. 4. Minnesota Child Care Resource & Referral Network - Think Small Center and School Age Grant for North Education Center 10
  4. 5. Minnesota Child Care Resource & Referral Network - Think Small Center and School Age Grant for South Education Center 11
5. **SHARE THE SUCCESS & RECOGNITION - (15 minutes)** (Information)
  5. 1. Check out the December 10th 287 Kudos! (<http://bit.ly/1mdmkph>) 12
6. **SUPERINTENDENT'S REPORT - None**
7. **INSTRUCTIONAL REPORT - (15 minutes)** (Information)
  7. 1. Q-Comp Application 14  
Mr. Doug Booth, 2209 Vice President and Ms. Jennifer Nelson, Director of Planning & Improvement will present an overview of the components of the District's Q-Comp application.
8. **BUSINESS SERVICES & LABOR RELATIONS REPORT - (20 minutes)**
  8. 1. Facilities Report - None
  8. 2. Financial Report
    8. 2. 1. Approval of Routine Monthly Finance Report (Action) 22  
Ms. Mae Hawkins, Executive Director of Business Services will provide an overview of the October 2015 monthly finance report and the Board will be asked to approve it.
    8. 2. 2. Unaudited Financial Report for FY15 (Action) 34  
Ms. Mae Hawkins, Executive Director of Business Services, will provide the Unaudited Fund Balances Reports for FY15 and the Board will be asked to accept it.
  8. 3. Human Resource Report - None
9. **BOARD BUSINESS - (20 minutes)** (Information)
  9. 1. Policy Review & Revision - None
  9. 2. Board Reports
    9. 2. 1. Chair Report
    9. 2. 1. 1. Proposed Amendment to 2009 Memorandum of Agreement (MOA) - Update on Timeline and Process (Information) 36  
Anne Becker, General Counsel, will present the new timeline and explain the

reasoning behind the change. Mae Hawkins, Executive Director of Business Services, will explain the broader financial context. The Board will be asked to delay action on the proposed amendment until February 2016.

9. 2. 2. AMSD Report

9. 2. 2. 1. December 2015 AMSD Connections Newsletter 40

9. 2. 3. Officer Election Process **(Action)** 44

Chair Bremer will recommend approval of the nominating committee for the new slate of board officers effective January 28th, 2016.

9. 3. District News

9. 3. 1. Get on the Bus & Local 2209/Board Breakfast 45

9. 3. 2. School Board Planning Calendar 47

9. 3. 3. December 10, 2015 Board Event Calendar 49

9. 4. Once Around the Table

10. **ADJOURNMENT**

**DISTRICT 287 REGULAR BOARD MEETING**  
**Intermediate District 287**  
**November 12, 2015**  
**MINUTES**

**1. CALL TO ORDER**

Chair Ann Bremer called the regular meeting to order at 6:30 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    |
| 270 | Hopkins         | Laura Ronbeck   |
| 276 | Minnetonka      | Karen Filla     |
| 278 | Orono           | Michèle Kunz    |
| 279 | Osseo           | Dean Henke      |
| 280 | Richfield       | Nancy Rowley    |
| 281 | Robbinsdale     | Sherry Tyrrell  |
| 283 | St. Louis Park  | Nancy Gores     |
| 284 | Wayzata         | Carter Peterson |
| 277 | Westonka        | Ann Bremer      |

Absent: 273/Neville

Guests: Brittany Johnson and Bill Boardoff

287 Administration: Sandra Lewandowski, Michelle Axell, Anne Becker, Michael Cowles, Mae Hawkins, Rachel Hicks, Jennifer McIntyre, Elisabeth Rogers, Jon Voss, and Wauneen Mgeni

287 Staff Members: James Kurtz, Alexia Poppy-Finley, Jennifer Davie and Shawn Garvey

**2. APPROVAL OF GENERAL MEETING AGENDA**

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

**3. OPEN FORUM FOR COMMUNITY COMMENTS - None**

**4. APPROVAL OF CONSENT AGENDA**

The Consent Agenda was presented for approval. The Consent Agenda included the general meeting minutes from October 22, 2015, and Routine Human Resource Activities for November 12, 2015. *Motion by Ann Bremer, seconded by Michèle Kunz, to approve the Consent Agenda as presented. All in favor. Motion carried unanimously.*

**5. SHARE THE SUCCESS & RECOGNITIONS**

Superintendent Lewandowski introduced Alexia Poppy-Finley, Assistant Supervisor at West Alternative (W-ALT) and Brittany Johnson, student from West Education Center Academy shared her successes and aspirations.

Sandy announced to the Board several recognitions: 1) Tammy Bussman, CPI Instructor in the SUN Program at North Education Center was recognized as the May 2015 Above & Beyond Winner. Tammy went out on leave the week she won this award, 2) Northwest Tech Center has a new mascot, the Narwhals, 3) National School Psychology Week, and 4) The National Weather Service presented 287 with a StormReady Certification.

**6. SUPERINTENDENT'S REPORT**

Superintendent Lewandowski announced to the Board her über goal this year will focus on culture. These efforts include a specific focus on: 1) Staff safety and the development of the [District Mobile Response Team](#) that provides support during critical incidents. View our [Safety by Numbers](#) chart (mapping the incidents over the first 8 weeks of school), 2) Listening and problem-solving; school leaders have spent significantly more time in schools to resolve issues, 3) Java w/ Sandy; an effort to hear directly from staff the issues that are most important to them, 4) Recognition efforts: Upped the stakes on the employee Above and Beyond program and launched a new peer-to-peer *You are Remarkable* recognition.

Jim Kurtz, Health & Safety Supervisor presented a summary document titled *What the Board Should Know about Crisis Management Planning*.

Michael Cowles, Director of Facilities updated the Board on the OSHA report. Over the course of a year, District 287 was able to reduce our Reports of Injury at West Ed Center, District Service Center, and HC Tech Center – Eden Prairie by an astounding 77% meaning that we owe no additional OSHA penalties.

**7. INSTRUCTIONAL REPORT**

Elisabeth Rogers, Executive Director of Student Services & Educational Programs presented and recommended approval of the World’s Best Workforce Report. *Motion by Ann Bremer, seconded by Laura Ronbeck, to approve the World’s Best Workforce Report as presented. All in favor. Motion carried unanimously.*

**8. BUSINESS SERVICES & LABOR RELATIONS REPORT**

**Facilities Report - None**

**Financial Report**

Mae Hawkins, Executive Director of Business Services, presented and recommended approval of the Fund Balance Transfers for FY15. *Motion by Ann Bremer, seconded by Michèle Kunz, to approve the Fund Balance Transfers for FY15 as presented. All in favor. Motion carried unanimously.*

**Human Resources Report - None**

**9. BOARD BUSINESS**

**Policy Review & Revision - None**

**Chair Report**

Sandy shared a video invitation for the HTC-EP Career Pathways Program in anticipation of the December 8, 2015 Get on the Bus event.

Anne Becker, General Counsel, presented a second reading of an Memorandum of Agreement (MOA) between 287 and its member districts that amends the withdrawal process, changes the priority for student referrals after a district has notified of the intent to withdraw, and aligns language with a new state statute pertaining to geographical boundaries from which districts could join. The amendment would become effective July 1 should all member districts ratify the revision.

Board Chair Bremer requested volunteers for the Board Nominating Committee.

**AMSD Report**

Board Chair Bremer updated the Board on the recent AMSD meeting.

**Once Around the Table - None**

**10. ADJOURNMENT**

*Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 8:25 PM.*

The next general meeting will be held on December 10, 2015, 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 – December 10, 2015**

**LICENSED STAFF**

**1. New Hires:**

**A. Regular**

- Angela Klein, Instructor Special Education at Northwest Tech Center, **replacement for V. Jones (separation)**, effective November 2, 2015 – Step 11, Lane 8 MA+30 – 1.0 FTE.
- Sabrina Mayer, Instructor Math at South Education Center, **additional position due to increased enrollment**, effective November 23, 2015 – Step 11, Lane 9 MA +40 – 1.0 FTE.

**B. Reinstatement of Licensure Waivers**

- 

**C. Temporary**

- Mary Draper, Instructor Parenting for Northern Star Online, effective September 8, 2015 through January 30, 2016.
- Sara Lynch, Instructor Spanish for Northern Star Online, effective September 8, 2015 through January 30, 2016.
- Pamela Koenen, Instructor Service Occupations for Northern Star Online, effective September 8, 2015 through January 30, 2016.
- Matt Moore, Instructor Social Studies for Northern Star Online, effective September 8, 2015 through January 30, 2016.

**D. Substitutes**

- Doug Westendorp
- David Zimmerman

**2. Extended Leaves of Absence:**

**A. Unpaid**

**3. Separations:**

**A. Dismissal**

- 

**B. Resignation**

- 

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

## NON-LICENSED STAFF:

### 1. New Hires:

#### A. Regular

- Kyle Pietsch, Education Assistant at South Education Center, **additional position due to increased enrollment**, effective November 2, 2015 – Step 2, Lane 1 – 0.875 FTE.
- Kabasie Ngue, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective October 26, 2015 – Step 7, Lane 4 +90 – 0.875 FTE.
- Amieka Evans, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective November 5, 2015 – Step 10, Lane 3 +30 – 0.875 FTE.
- Sarah Bullhead, Education Assistant at North Education Center, **replacement for M. Elgen (separation)**, effective November 2, 2015 – Step 9, Lane 3 +30 – 0.875 FTE.
- Meghann Droeger, Education Assistant at North Education Center, **replacement for B. Huelsnitz (separation)**, effective November 2, 2015 – Step 1, Lane 5 BA – 0.875 FTE.
- Jonna Riggins, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective October 30, 2015 – Step 10, Lane 4 +90 – 0.875 FTE.
- Shanika Lundberg, (current PCS) Education Assistant at North Education Center, **additional position due to increased enrollment**, effective October 14, 2015 – Step 10, Lane 4 +90 credits – 1.0 FTE.
- Latrina Burton, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective November 4, 2015 – Step 10, Lane 4 +90 – 0.875 FTE.
- Joseph Read, Education Assistant at South Education Center, **additional position due to increased enrollment**, effective November 16, 2015 – Step 3, Lane 4 +90 – 0.875 FTE.
- Mikala Bullock, Education Assistant at Prairie Care Maple Grove, **replacement for B. Sauer (transfer)**, effective November 11, 2015 – Step 3, Lane 5 BA – 0.875 FTE.
- Bethany Mitch, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective November 16, 2015 – Step 2, Lane 5 BA – 0.875 FTE.
- Desiree Rice, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective November 16, 2015 – Step 10, Lane 4 +90 – 0.875 FTE.
- Theon Jarrett, Education Assistant at West Education Center, **replacement for T. Anthony (separation)**, effective November 16, 2015 – Step 10, Lane 5 BA – 0.875 FTE.
- Danielle Nestrud, Parent Child Specialist at South Education Center, **additional position due to increased enrollment**, effective November 17, 2015 – Step 4 – 1.0 FTE.

- Kelly Lovelock, Education Assistant at South Education Center, **replacement for Krystal Champ (transfer)** effective November 18, 2015 – Step 2, Lane 5 +BA – 0.875 FTE.
- Casey Ostdiek, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective November 30, 2015 – Step 1, Lane 4 +90 - 0.875 FTE.
- Bryson Hunter, Education Assistant at North Education Center, **replacement for S. Narragon (separation)** effective November 23, 2015 – Step 5, Lane 3 +30 – 0.875 FTE.
- Sarah Schreifels, Food Services Manager, Districtwide, **new position** (replacing the .25 FTE position through an Employee Loan Agreement and assuming additional duties), effective November 30, 2015, Unaffiliated - Grade Level 5, 11 month - 1.0 FTE.
- Patrick Nelson, (current Facilities Maintenance Worker), Skilled Facilities Maintenance Worker at West Education Center, **replacement for P. Boorsma (separation)** effective August 10, 2015 12 month – 1.0 FTE.

**B. Temporary**

- Amy Nylander, Regional Director for Destination Imagination, effective December 1, 2015 through April 30, 2016.
- Shamaria Russell, AVID Tutor for North Education Center, effective November 5, 2015 through June 10, 2016.

**C. Substitutes**

- Abiola Isola
- Shirley Neepaye
- Beth Besonen
- William Davis

**2. Extended Leaves of Absence:**

**A. Unpaid**

- Alfreda Cooper, Education Assistant at North Education Center, .875 FTE effective January 20, 2016 – March 25, 2016.

**3. Separations:**

**A. Dismissal**

**Termination of Temporary Hire:**

- Susan Clifford, Substitute at Various Sites, effective October 30, 2015.
- Karen Asare, Substitute at Various Sites, effective November 30, 2015.

**B. Resignation**

- Shanika Lundberg, Parent Child Specialist at North Education Center to accept an Education Assistant position, effective October 14, 2015.
- Margaret Scannell, Education Assistant at North Education Center, effective November 9, 2015.



- Bruce Byker, Skilled Facilities Maintenance Worker at Edgewood Education Center, effective December 2, 2015.
- Devin Nelson, Education Assistant at West Education Center, effective November 27, 2015.
- Nathan Rowan, Education Assistant at North Education Center, effective December 22, 2015.
- Spencer Reeves, Education Assistant at West Education Center, effective November 24, 2015.

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

- Mary Moon, SIS Clerical at the District Service Center, effective January 29, 2016.

**D. Other**

- RECOMMEND the Board's approval to credit, Grace Kayongo, Education Assistant at North Education Center, with one (1) day of additional sick leave. This day has been donated by the staff member listed below who has authorized the District to reduce their individual sick leave balance by one (1) day.

Philistin Pierre

# Intermediate District 287

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### INTER-OFFICE MEMORANDUM

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Date: December 10, 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- North Education Early Learning Center has been awarded a not-to-exceed amount of \$4,180.00 from Minnesota Child Care Resource and Referral Network for the Think Small Center & School Age Grant. This grant will be used to send (5) staff members to the MnAEYC Conference and to purchase miscellaneous supplies that are needed. The grant runs from November 13, 2015 – April 30, 2016.

# Intermediate District 287

## *Responsive. Innovative. Solutions.*

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### INTER-OFFICE MEMORANDUM

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Date: December 10, 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- South Education Early Learning Center has been awarded a not-to-exceed amount of \$3,900.00 from Minnesota Child Care Resource and Referral Network for the Think Small Center & School Age Grant. This grant will be used to send (2) staff members to the MnAECY Conference and to purchase miscellaneous supplies that are needed. The grant runs from November 13, 2015 – April 30, 2016.

# 287 KUDOS!

Dec. 10, 2015  
Success & Recognition



**Intermediate District 287**

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[District287.org](http://District287.org)

## **Minnesota Partnership for Collaborative Curriculum (MPCC) wins Local Government Innovation Award**

The Humphrey School of Public Affairs at the University of Minnesota has selected the MPCC to receive a 2015 Local Government Innovation Award. It's among 24 diverse projects recognized for showing creativity and innovation in redesigning business.

## **Above and Beyond Honoree: Sherri Ramsden**

Congrats to Sherri Ramsden, a Physical Therapist in 287's Itinerant Services. Sherri travels throughout 287 and our member districts and serves students with extensive and complex physical disabilities. She is extremely dedicated, innovative and demonstrates exceptional teamwork skills.

## **NEC and SEC Early Learning Centers Receive National NAEYC Accreditation**

287's early learning centers are among just 8% of all preschools/early childhood programs across the country to receive this prestigious accreditation. The accreditation signifies a commitment to reaching the highest professional standards in the early learning.

## **NECA and SECA Awarded *Think Small* Grants!**

NECA and SECA were awarded Think Small Child Care Services grants (\$3,900 and \$4,180 respectively) to help serve our youngest of students (in our early learning programs). Think Small's mission is to advance quality care and education of children in their crucial early years. The grants help increase quality of programs in seven counties in the metro.

# 287 KUDOS!

Dec. 10, 2015  
Success & Recognition



**Intermediate District 287**

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**District287.org**

## **Melissa Brandenburg and Erin Doherty receive TIES Exceptional Teacher Award**

Two North Education Center teachers, Melissa Brandenburg and Erin Doherty, were awarded the TIES Exceptional Teacher Award. For 11 years, TIES has recognized Minnesota teachers from TIES member districts who lead in technology education. Congrats, Melissa and Erin!

## **Recognition Days**

Paraprofessional Recognition Week: January 11-15, 2015.

# Intermediate District 287

## *RESPONSIVE. INNOVATIVE. SOLUTIONS.*

### Overview of Q-Comp Plan, Fall 2015

#### **What is Q-Comp?**

Q-Comp is a school improvement model that focuses on teacher effectiveness and student achievement. The program provides additional revenue to Minnesota schools with an approved plan.

#### **Why now for 287?**

In 2015, Minnesota's Q-Comp law was changed to calculate program revenue for intermediate districts on the number of licensed staff rather than the number of students. This change encouraged Local 2209 and the district to jointly submit an application to the Minnesota Department of Education (MDE) for a Q-Comp program that can begin in 2016-2017 if (1) the MDE approves the plan, (2) the Local 2209 membership votes to implement, and 3) the legislature continues to adequately fund the program.

#### **What are the assumptions of our plan?**

- The program will provide approximately \$1,245,000 in additional revenue to the district in FY 2017.
- These funds will support efforts to meet the requirements of the Q-Comp program that include: Career Advancement, Teacher Evaluation, Job-Embedded Professional Development, and Performance Pay and Alternative Salary Schedule.
- Q-Comp will be used to enhance and integrate existing structures, providing, for example, an additional 10 peer coaches.
- To the extent possible, the teacher development and evaluation system (TDE) and Q-Comp will be conceived and managed as one system.
- **This program is specific to all licensed staff, and because this program can fund some areas the district is currently supporting, these supplemental funds will result in more available district discretionary resources.**

#### **How will the plan affect pay for an individual licensed staff member?**

- opportunity to earn an annual bonus of \$100 for meeting the designated school-wide achievement goal
- opportunity to earn an annual bonus of \$200 for meeting his/her professional learning community (PLC) goal
- opportunity to earn an annual bonus of \$300 for achieving a distinguished rating on his/her summative evaluation
- vertical steps on the salary schedule are earned by achieving at least a proficient rating on the summative evaluation
- those at the top of the salary schedule receive \$500 for achieving at least a proficient rating on the summative evaluation

#### **What's next?**

The implementation vote can take place after the application is approved by the MDE.

#### **Where can I learn more?**

Contact Doug Booth, 2209 Vice President, at [dbbooth@district287.org](mailto:dbbooth@district287.org) or 612-812-6252 or Jenny Nelson, Director of Planning & Improvement, at [jnelson@district287.org](mailto:jnelson@district287.org) or 763-550-7241.

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# Q-Comp Application Overview

Fall 2015

**Intermediate District 287**

**RESPONSIVE. INNOVATIVE. SOLUTIONS.**

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# What is Q-Comp?

- Q-Comp is a school improvement model that focuses on teacher effectiveness and student achievement. The program provides additional revenue to Minnesota schools with an approved plan. Q-Comp is specific to licensed staff.
  - 287's application is a joint effort between Local 2209 and district administration.
  - A special thank you to Jane Holmberg for taking the lead on the writing of our application.
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# Why now for 287?

Legislation passed during the 2015 session opened up the opportunity for intermediate districts to participate in the program starting during the 2016-17 school year. New legislation allows intermediate districts to base Q-Comp funding on the number of licensed staff versus the number of enrolled students as traditional school districts do.

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## What are the assumptions for our plan?

- Approximately \$1,245,000 additional revenue to district
    - Allows for more district discretionary resources
  - Funding supports Q-Comp elements
    - Career Advancement
    - Teacher Evaluation
    - Job-Embedded Professional Development
    - Performance Pay and Alternative Salary Schedule
  - Enhances existing structures
    - Q-Comp Coordinator
    - Additional Peer Coaches
-

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# How will the plan affect pay?

- **Goals**
    - Meeting the school-wide achievement goal=\$100
    - Meeting the PLC goal=\$200
  - **Summative Evaluation**
    - Achieving a distinguished rating=\$300
    - Achieving at least a proficient rating=**1 vertical step**
    - Achieving at least a proficient rating when at the top of the salary schedule=\$500
-

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## What's next?

- Application was submitted on November 13 (deadline November 15)
  - MDE should respond within 30 days of submission with feedback
  - Once the plan is approved by MDE, 2209 members can vote on implementation
-

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# Where can I learn more?

- [Minnesota Department of Education Q-Comp website](#)
  - Doug Booth, Local 2209 Vice President
    - [dbbooth@district287.org](mailto:dbbooth@district287.org) or 612-812-6252
  - Jenny Nelson, Director of Planning & Improvement
    - [jlnelson@district287.org](mailto:jlnelson@district287.org) or 763-550-7241
-

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

**Regular Meeting – December 10, 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 October Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds total \$27,905,540 or 29.4% of the Original Revenue Budget of \$95,009,226. 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 total \$21,977,702, or 23.4% of the Original Expenditure Budget of \$93,820,405.

The numbers as of the end of the prior fiscal year at June 30<sup>th</sup> and subsequent months are preliminary at this point. They reflect the normal month end which is basically on a cash basis without accrual entries. Numerous receivables and payables are calculated after year-end, and the numbers will continue to change up to and through the audit process later this fall.

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 \_\_\_\_

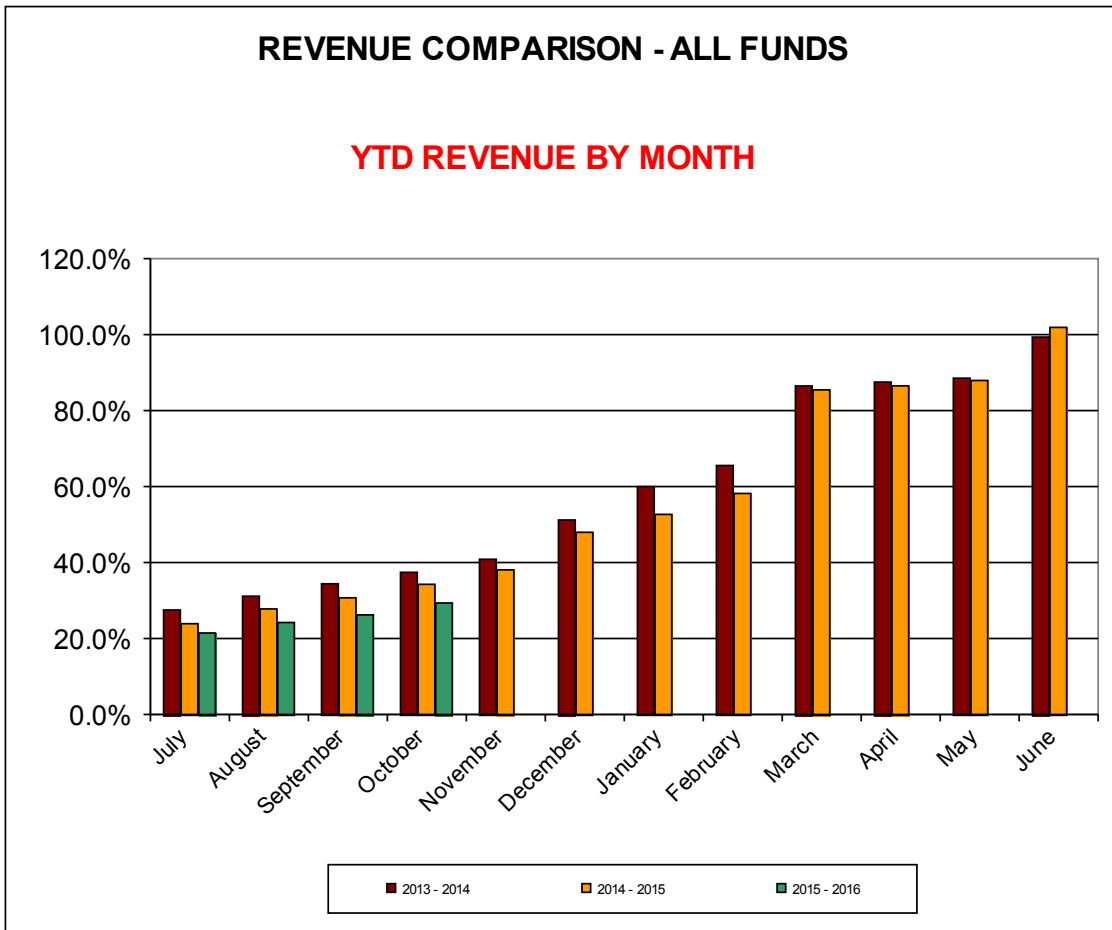
Second by: \_\_\_\_\_ Yes \_\_\_\_ Failed \_\_\_\_

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**

| Month     | 2013 - 2014 |           | 2014 - 2015 |           | 2015 - 2016 |           |
|-----------|-------------|-----------|-------------|-----------|-------------|-----------|
|           | \$          | %         | \$          | %         | \$          | %         |
|           | Amount      | of Budget | Amount      | of Budget | Amount      | of Budget |
| July      | 23,266,115  | 27.5%     | 20,284,604  | 23.9%     | 20,378,472  | 21.4%     |
| August    | 3,076,425   | 31.1%     | 3,296,130   | 27.8%     | 2,631,390   | 24.2%     |
| September | 2,766,649   | 34.4%     | 2,486,874   | 30.7%     | 1,909,306   | 26.2%     |
| October   | 2,558,934   | 37.4%     | 3,017,044   | 34.3%     | 2,986,373   | 29.4%     |
| November  | 2,904,928   | 40.9%     | 3,240,902   | 38.1%     |             |           |
| December  | 8,740,826   | 51.2%     | 8,380,131   | 48.0%     |             |           |
| January   | 7,444,596   | 60.0%     | 4,014,753   | 52.7%     |             |           |
| February  | 4,699,240   | 65.6%     | 4,675,723   | 58.2%     |             |           |
| March     | 17,705,512  | 86.5%     | 23,146,696  | 85.5%     |             |           |
| April     | 882,851     | 87.5%     | 872,787     | 86.5%     |             |           |
| May       | 867,293     | 88.5%     | 1,225,771   | 88.0%     |             |           |
| June      | 9,140,621   | 99.4%     | 11,843,255  | 101.9%    |             |           |
| TOTAL     | 84,053,988  | 99.4%     | 86,484,671  | 101.9%    | 27,905,540  | 29.4%     |
| BUDGET    | 84,601,954  |           | 84,865,422  |           | 95,009,226  |           |



REPORT: EXPREV 999903 REVENUE SUMMARY BY FUND - Board Report  
STATEMENT OF REVENUE  
DIST 0287 Intermediate District 287

RUN: TUE 112415 09:45 PAGE 1

ACCOUNTING PERIOD 10/01/15 TO 10/31/15

ACCT STATUS: All Account Statuses  
ZERO BALANCES: Suppress Zero Balances  
SORTED BY: ACCOUNT FD  
SUBTOTALLED BY: ACCOUNT FD  
SERIES TOTALS: <None Selected>  
PAGE BREAK ON: <None Selected>

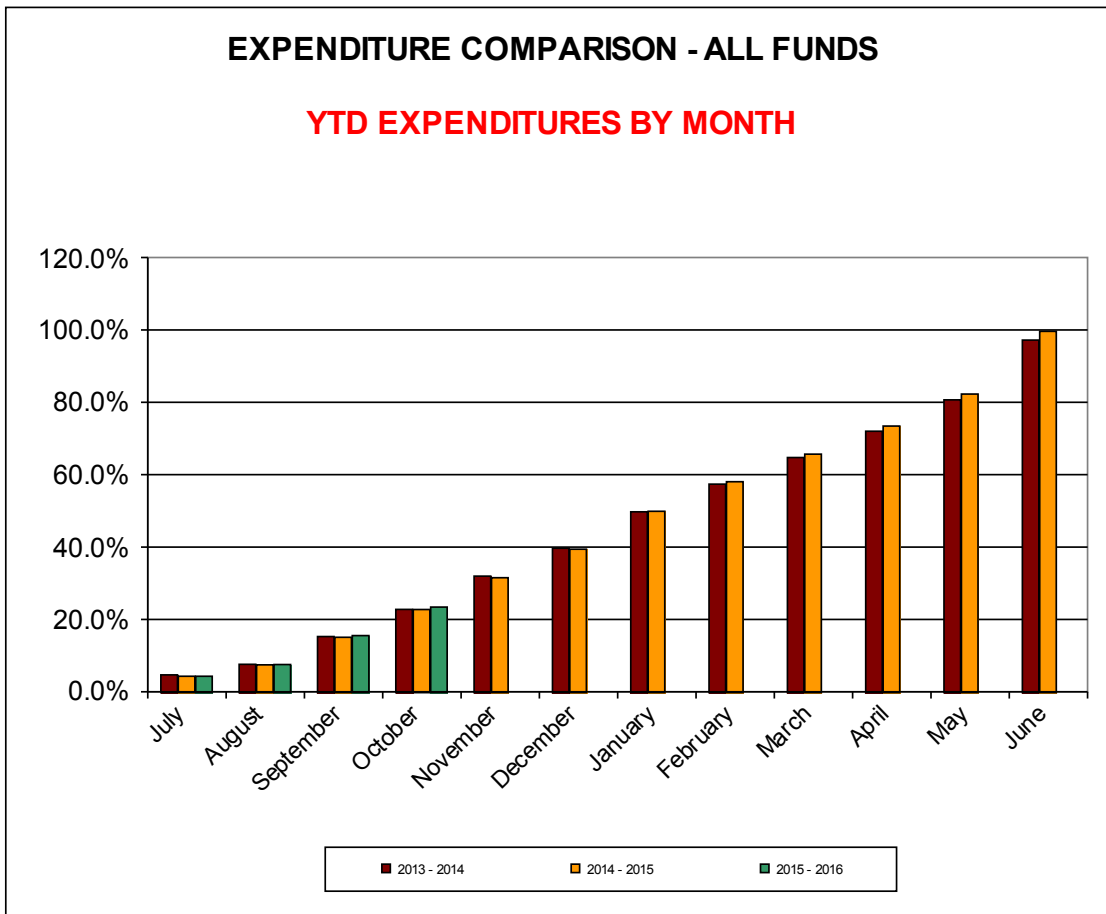
ACCOUNT RANGES: 01 TO 99-999  
INCLUDE/EXCLUDES: EXL FD 09 09 EXL FD 11 11

| FD<br>01                          | PRIOR<br>YEAR<br>ACTUAL | < - - - - -<br>REVISED<br>BUDGET | 10/01/15<br>10/31/15 | FISCAL YEAR 201507<br>RECEIVED<br>THRU 10/31/15 | REMAINING<br>ON 10/31/15 | PERCENT<br>REMAINING |
|-----------------------------------|-------------------------|----------------------------------|----------------------|-------------------------------------------------|--------------------------|----------------------|
| 01 GENERAL FUND                   | 17,777,359.19           | 17,482,069                       | 87,928.82            | 8,532,583.13                                    | 8,949,485.87             | 51.19 %              |
| 02 FOOD SERVICE FUND              | 777,191.43              | 739,192                          | 7,772.00             | 7,950.05                                        | 731,241.95               | 98.92 %              |
| 04 COMMUNITY SERVICE FUND         | 152,563.94              | 180,673                          | 6,116.65             | 25,840.00                                       | 154,833.00               | 85.69 %              |
| 07 DEBT SERVICE FUND              | 5,321,360.99            | 5,357,622                        | 0.00                 | 759,695.97                                      | 4,597,926.03             | 85.82 %              |
| 08 TRUST FUND                     | 523,661.30              | 477,642                          | 66,077.79            | 144,824.27                                      | 332,817.73               | 69.67 %              |
| 10 SCHOLARSHIP FUND               | 3,274.81                | 0                                | 350.00               | 850.00                                          | 850.00-                  | 0.00 %               |
| 12 ALC-ACADEMIC                   | 9,680,850.40            | 9,249,925                        | 65,441.88            | 2,081,654.40                                    | 7,168,270.60             | 77.49 %              |
| 13 CAREER & TECH                  | 1,232,307.31            | 1,309,384                        | 75.00                | 853,121.45                                      | 456,262.55               | 34.84 %              |
| 14 SPECIAL EDUCATION              | 50,428,730.31           | 50,497,777                       | 2,694,865.45         | 15,193,898.37                                   | 35,303,878.63            | 69.91 %              |
| 20 INTERNAL SERVICE FUND - DENTAL | 558,134.67              | 493,010                          | 56,801.07            | 74,014.69                                       | 418,995.31               | 84.98 %              |
| 21 INTERNAL SERVICE FUND - HEALTH | 0.00                    | 9,194,232                        | 0.00                 | 230,038.18                                      | 8,964,193.82             | 97.49 %              |
| 41 DONATIONS                      | 4,108.55-               | 0                                | 0.00                 | 0.00                                            | 0.00                     | 0.00 %               |
| 51 STUDENT CLUBS                  | 33,344.93               | 27,700                           | 944.06               | 1,069.91                                        | 26,630.09                | 96.13 %              |
| *** REPORT TOTALS:                | 86,484,670.73           | 95,009,226                       | 2,986,372.72         | 27,905,540.42                                   | 67,103,685.58            | 70.62 %              |



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

| Month     | 2013 - 2014  |                | 2014 - 2015  |                | 2015 - 2016  |                |
|-----------|--------------|----------------|--------------|----------------|--------------|----------------|
|           | \$<br>Amount | %<br>of Budget | \$<br>Amount | %<br>of Budget | \$<br>Amount | %<br>of Budget |
| July      | 3,962,038    | 4.7%           | 3,601,915    | 4.3%           | 4,043,775    | 4.3%           |
| August    | 2,486,804    | 7.6%           | 2,637,832    | 7.4%           | 3,043,894    | 7.6%           |
| September | 6,489,103    | 15.3%          | 6,385,388    | 15.1%          | 7,479,224    | 15.5%          |
| October   | 6,365,911    | 22.8%          | 6,438,125    | 22.7%          | 7,410,809    | 23.4%          |
| November  | 7,781,071    | 32.0%          | 7,361,288    | 31.5%          |              |                |
| December  | 6,551,462    | 39.7%          | 6,626,717    | 39.4%          |              |                |
| January   | 8,521,477    | 49.7%          | 8,778,883    | 49.9%          |              |                |
| February  | 6,477,527    | 57.4%          | 6,840,106    | 58.1%          |              |                |
| March     | 6,241,384    | 64.7%          | 6,389,294    | 65.7%          |              |                |
| April     | 6,167,270    | 72.0%          | 6,520,531    | 73.5%          |              |                |
| May       | 7,333,498    | 80.7%          | 7,400,192    | 82.3%          |              |                |
| June      | 14,005,680   | 97.2%          | 14,548,028   | 99.6%          |              |                |
| TOTAL     | 82,383,226   | 97.2%          | 83,528,297   | 99.6%          | 21,977,702   | 23.4%          |
| BUDGET    | 84,760,037   |                | 83,839,420   |                | 93,820,405   |                |



REPORT: EXPREV 999904 EXPENDITURE SUMMARY BY FUND - Board Rept

RUN: TUE 112415 09:47 PAGE 1

STATEMENT OF EXPENDITURES

DIST 0287 Intermediate District 287

ACCOUNTING PERIOD 10/01/15 TO 10/31/15

ACCT STATUS: All Account Statuses  
 ZERO BALANCES: Suppress Zero Balances  
 SORTED BY: ACCOUNT FD  
 SUBTOTALLED BY: ACCOUNT FD  
 SERIES TOTALS: <None Selected>  
 PAGE BREAK ON: <None Selected>

ACCOUNT RANGES: 01 TO 99-999  
 INCLUDE/EXCLUDES: EXL FD 09 09

EXL FD 11 11

| FD<br>01                  | PRIOR<br>YEAR<br>ACTUAL | < - - -<br>REVISED<br>BUDGET | 10/01/15<br>10/31/15 | FISCAL YEAR 201507<br>EXPENDED<br>THRU 10/31/15 | ENCUMBERED<br>THRU 10/31/15 | REMAINING<br>ON 10/31/15 | PERCENT<br>REMAINING |
|---------------------------|-------------------------|------------------------------|----------------------|-------------------------------------------------|-----------------------------|--------------------------|----------------------|
| 01 GENERAL FUND           | 17,477,615.46           | 17,746,699                   | 1,302,276.10         | 5,241,921.81                                    | 2,816,048.16                | 9,688,729.03             | 54.59 %              |
| 02 FOOD SERVICE           | 777,191.43              | 739,192                      | 66,379.55            | 147,098.51                                      | 252,382.91                  | 339,710.58               | 45.95 %              |
| 04 COMMUNITY SERVICE FUND | 152,563.94              | 180,673                      | 10,233.67            | 54,270.23                                       | 512.60                      | 125,890.17               | 69.67 %              |
| 07 DEBT SERVICE FUND      | 3,974,512.45            | 3,970,458                    | 0.00                 | 1,285,364.83                                    |                             | 2,685,093.17             | 67.62 %              |
| 08 TRUST FUND             | 536,559.99              | 477,642                      | 47,489.83            | 126,236.31                                      |                             | 351,405.69               | 73.57 %              |
| 10 SCHOLARSHIP FUND       | 21,274.78               | 29,000                       | 350.00               | 2,537.63                                        |                             | 26,462.37                | 91.24 %              |
| 12 ALC-ACADEMIC           | 9,863,608.77            | 9,327,553                    | 707,805.30           | 2,084,894.47                                    | 661,139.97                  | 6,581,518.56             | 70.55 %              |
| 13 CAREER & TECH          | 1,211,784.61            | 1,309,384                    | 89,674.38            | 188,332.26                                      | 23,284.15                   | 1,097,767.59             | 83.83 %              |
| 14 SPECIAL EDUCATION      | 48,946,255.27           | 50,317,206                   | 4,461,749.56         | 10,415,087.72                                   | 1,590,981.03                | 38,311,137.25            | 76.13 %              |
| 20 INTERNAL SERVICE FUND  | 537,857.45              | 494,000                      | 54,546.19            | 108,736.30                                      |                             | 385,263.70               | 77.98 %              |
| 21 SELF HEALTH INSURANCE  | 0.00                    | 9,194,232                    | 668,765.43           | 2,320,951.37                                    | 6,868,307.51                | 4,973.12                 | 0.05 %               |
| 51 STUDENT CLUBS          | 29,073.32               | 34,366                       | 1,539.00             | 2,270.50                                        |                             | 32,095.50                | 93.39 %              |
| *** REPORT TOTALS:        | 83,528,297.47           | 93,820,405                   | 7,410,809.01         | 21,977,701.94                                   | 12,212,656.33               | 59,630,046.73            | 63.55 %              |

# Intermediate District 287

## *Responsive. Innovative. Solutions.*

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### INTER-OFFICE MEMORANDUM

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DATE: **November 10, 2015**

TO: Members of the School Board

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

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

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

- |                                                                                                                                                                                                  |                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| 1. Claim payments for: <b>October 2015</b>                                                                                                                                                       | Totaling \$ <u>3,797,920.21</u> |
| a) Check #'s <b>499515 - 499836</b><br>and Wire Transfers - #'s <b>2630, 2634 - 2645, 3114, 70017702 - 70017873, 80001066 - 80001087</b><br>and P-Card Purchases - #'s <b>90000495- 90000512</b> |                                 |
| 2. Payroll for: <b>October 2015</b>                                                                                                                                                              | Totaling \$ <u>2,463,799.46</u> |
| a) Check #'s <b>675605 - 675606</b><br>b) Direct Deposit #'s <b>288797 - 289764 (unissued), 289765 - 290733, 290734 - 291697</b><br>and Wire Transfers - #'s <b>n/a</b>                          |                                 |
| 3. Receipts for: <b>October 2015</b>                                                                                                                                                             | Totaling \$ <u>5,594,238.36</u> |
| a) Receipt #'s <b>138110 - 138344</b>                                                                                                                                                            |                                 |
| 4. Investments at end of month                                                                                                                                                                   | Totaling \$ <u>3,516,529.18</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**  
**OCTOBER 2015**

| INV<br>NBR | INSTITUTION                              | INV<br>TYPE | RATE OF<br>RETURN (%) | PURCHASE<br>DATE | MATURITY<br>DATE | AMOUNT<br>INVESTED  |
|------------|------------------------------------------|-------------|-----------------------|------------------|------------------|---------------------|
|            | PMA- MNTRUST INVESTMENT SHARES PORTFOLIO |             |                       |                  |                  | 298.52              |
|            | PMA- MNTRUST SAVINGS DEPOSIT ACCOUNT     | SDA         | 0.040                 | 10/01/15         | 10/31/15         | 3,516,230.66        |
|            | TOTAL PMA- MNTRUST INVESTMENTS ON BOOKS  |             |                       |                  |                  | <u>3,516,529.18</u> |

**ACTIVITY DETAIL:**

|                                                          |                     |
|----------------------------------------------------------|---------------------|
| INVESTMENTS ON OUR BOOK AT END OF PRIOR MONTH            | 3,516,230.66        |
| CURRENT MONTH ACTIVITY                                   |                     |
| DEPOSITS                                                 |                     |
| WITHDRAWALS                                              |                     |
| INTEREST EARNED- RECORDED                                | 298.52              |
| INTEREST EARNED- NOT RECORDED BY MONTH-END               | -                   |
| TOTAL INVESTMENTS AT END OF MONTH & UN-RECORDED INTEREST | <u>3,516,529.18</u> |

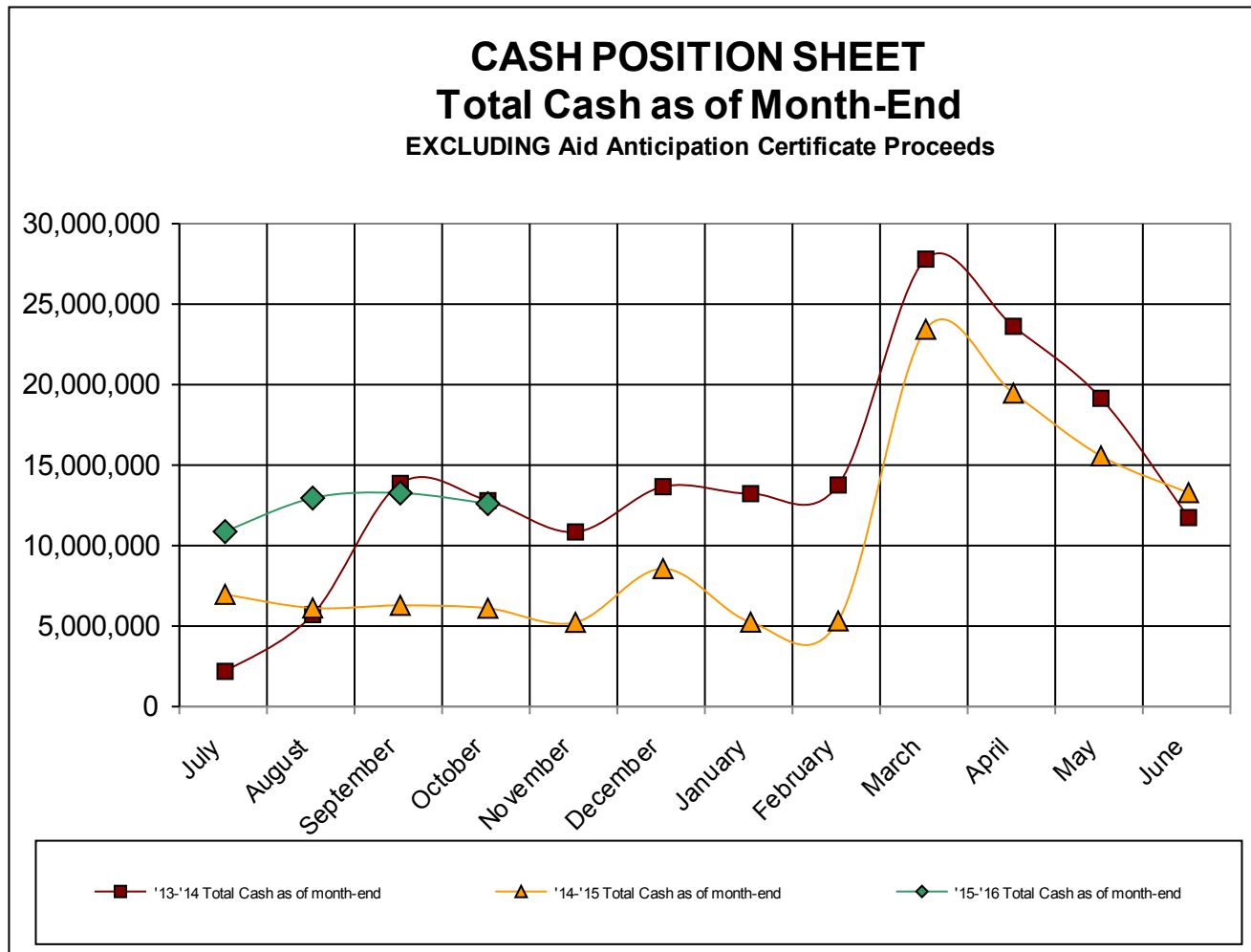
## Intermediate District 287

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

- EXCLUDING Aid Anticipation Certif. Proceeds

| <u>Date</u> | <u>'13-'14 Total Cash<br/>as of month-end</u> | <u>'14-'15 Total Cash<br/>as of month-end</u> | <u>'15-'16 Total Cash<br/>as of month-end</u> |
|-------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|
| July        | 2,191,127 <sup>1</sup>                        | 6,975,746                                     | 10,874,357                                    |
| August      | 5,718,061 <sup>1</sup>                        | 6,126,182                                     | 12,957,525                                    |
| September   | 13,862,706                                    | 6,288,912                                     | 13,272,863                                    |
| October     | 12,796,587                                    | 6,111,818                                     | 12,606,016                                    |
| November    | 10,848,256                                    | 5,234,858                                     |                                               |
| December    | 13,665,705                                    | 8,574,866                                     |                                               |
| January     | 13,229,251                                    | 5,249,429                                     |                                               |
| February    | 13,767,789                                    | 5,322,861                                     |                                               |
| March       | 27,803,669                                    | 23,439,811                                    |                                               |
| April       | 23,625,636                                    | 19,473,405                                    |                                               |
| May         | 19,151,688                                    | 15,576,013                                    |                                               |
| June        | 11,744,521                                    | 13,291,819                                    |                                               |

<sup>1</sup> excludes Aid Anticipation Certif. proceeds of \$9,900,000.00 in Aug. 2012, paid back in Sept. 2013



**INTERMEDIATE DISTRICT 287**  
**OCTOBER 2015 ACTIVITY**

**ELECTRONIC TRANSFERS IN:**

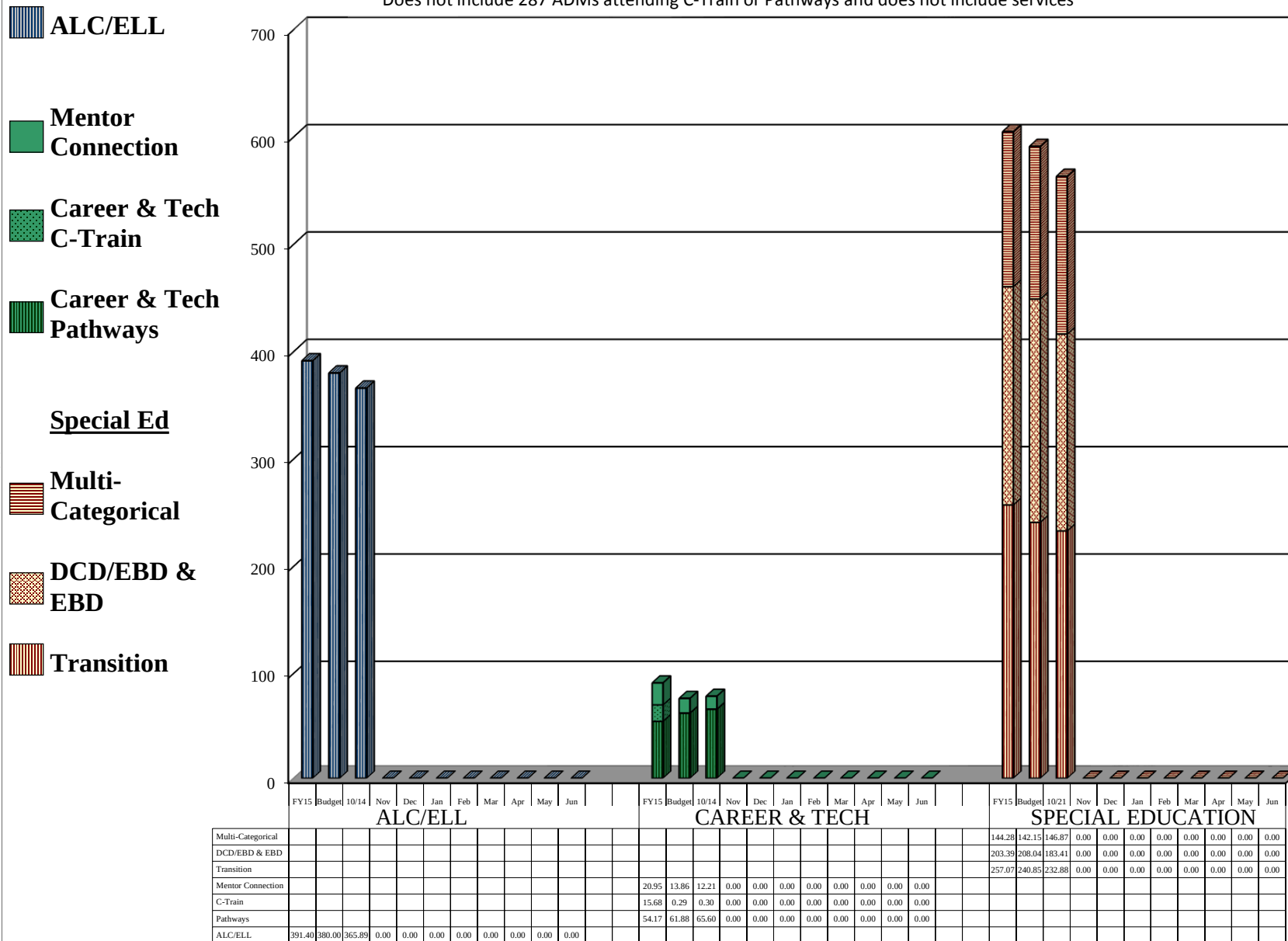
| DATE              | AGENCY             | TO     | EF#     | AMOUNT                     | DESCRIPTION                           |
|-------------------|--------------------|--------|---------|----------------------------|---------------------------------------|
| 10/1/2015         | ARTS BOARD         | MSDLAF | 2810787 | 33,687.00                  | MN STATE-MMB ART LRNING GRANT         |
| 10/15/2015        | EDUC-ST AID        | MSDLAF | 2834062 | 418,418.36                 | GENERAL ED AID FY15-16                |
|                   | EDUC-ST AID        | MSDLAF | 2834062 | 2,193,858.45               | SPECIAL ED-ST AID FY15-16             |
| 10/30/2015        | HENNEPIN TECH COLL | MSDLAF | 2853300 | 30.00                      | INV#73769 SPIRAL BINDING              |
|                   | EDUC-ST AID        | MSDLAF | 2861908 | 58,051.47                  | 01S211 GENERAL ED AID FY14-15         |
|                   | EDUC-ST AID        | MSDLAF | 2861908 | 1,047.82                   | 01F319TCHR DEVELOPMENT & EVAL FY14-15 |
|                   | EDUC-ST AID        | MSDLAF | 2861908 | 46,490.93                  | 01S211 GENERAL ED AID FY15-16         |
|                   | EDUC-ST AID        | MSDLAF | 2861908 | 375.00                     | NAEYC ACCRED CERT #728118             |
|                   | SQUARE-INC         | MSDLAF | 138336  | 533.90                     | SEC COMMON GROUNDS OCT 2015           |
|                   | ELAVON             | MSDLAF | 138337  | 2,090.00                   | PAYPAM OCTOBER 2015                   |
|                   | PAYPAL             | MSDLAF | 138338  | 5,727.77                   | PAYPAL SEPTEMBER 2015                 |
|                   | MERCHANT BK CD     | MSDLAF | 138339  | 380.00                     | 287 CONFERENCE CENTER BKCD SVS        |
| <b>MTD TOTALS</b> |                    |        |         | <u><b>2,760,690.70</b></u> |                                       |

**INTERMEDIATE DISTRICT 287**  
**OCTOBER 2015 ACTIVITY**

**WIRE TRANSFERS OUT:**

| DATE              | FROM   | AGENCY             | WIRE #              | AMOUNT              | DESCRIPTION                                |
|-------------------|--------|--------------------|---------------------|---------------------|--------------------------------------------|
| 10/1/2015         | MSDLAF | HEALTH PARTNERS    | 2630                | 63,745.88           | HPAI CLAIMS 9/17/15                        |
| 10/2/2015         | MSDLAF | BANK OF MONTREAL   | 90000495-90000512   | 66,867.61           | P-CARD SEPTEMBER15 ACT - PD OCTOBER 15     |
| 10/3/2015         | MSDLAF | CHS                | 2634                | 2,882.53            | CHS FLEX PAYMENTS SEPT15 PAYAB OCT15 ACT   |
|                   | MSDLAF | HEALTH PARTNERS    | 2635                | 151,534.42          | HPAI CLAIMS 9/30/15                        |
|                   | MSDLAF | HEALTH PARTNERS    | 2636                | 2,150.98            | HPAI CLAIMS 10/5/15                        |
| 10/12/2015        | MSDLAF | US BANK            | 70017702 - 70017726 | 3,180.80            | DIRECT DEPOSIT EMPLOYEE EXPENSES FY16      |
|                   | MSDLAF | HEALTH PARTNERS    | 2637                | 77,748.88           | HPAI CLAIMS 10/7/15                        |
|                   | MSDLAF | BANK OF MONTREAL   | 2638                | 108,499.29          | A/P P-CARD SEPT15 ACT - PD OCT 15          |
| 10/15/2015        | MSDLAF | US BANK            | 289765 - 290722     | 1,230,886.06        | DIRECT DEPOSIT PAYROLL REG                 |
|                   | MSDLAF | US BANK            | 290723 - 290732     | VOID                | DIRECT DEPOSIT PAYROLL REG VOIDED          |
|                   | MSDLAF | US BANK            | 290733              | 2,298.84            | DIRECT DEPOSIT PAYROLL REG                 |
|                   | MSDLAF | EBC                | 80001066            | 21,262.66           | EMPLOYEE & EMPLOYER 403B                   |
|                   | MSDLAF | ING - MSRS         | 80001067            | 1,690.38            | MN STATE RETIREMENT SYSTEM - VEBA          |
|                   | MSDLAF | PERA               | 80001068            | 57,760.44           | PUBLIC EMPLOYEES RETIREMENT ASSN           |
|                   | MSDLAF | TRA                | 80001069            | 86,002.10           | TEACHERS RETIREMENT ASSN                   |
|                   | MSDLAF | US BANK            | 80001070            | 142,324.74          | FEDERAL TAXES                              |
|                   | MSDLAF | EBC                | 80001071            | 56,676.80           | EMPLOYEE & EMPLOYER 403B                   |
|                   | MSDLAF | MN DEPT OF REV     | 80001072            | 1,130.04            | MN DEPT OF REVENUE-WAGE LEVY'S             |
|                   | MSDLAF | MN DEPT OF REVENUE | 80001073            | 74,741.01           | STATE WITHHOLDING TAXES                    |
|                   | MSDLAF | PERA               | 80001074            | 50,058.79           | PUBLIC EMPLOYEES RETIREMENT ASSN           |
|                   | MSDLAF | TRA                | 80001075            | 86,002.10           | TEACHERS RETIREMENT ASSN                   |
|                   | MSDLAF | US BANK            | 80001076            | 327,333.36          | FEDERAL TAXES                              |
| 10/22/2015        | MSDLAF | HEALTH PARTNERS    | 2639                | 182,939.11          | HPAI CLAIMS 10/14/15                       |
|                   | MSDLAF | VOYA-ING           | 2640                | 24,361.49           | MN STATE RETIREMENT SYSTEM-VEBA            |
|                   | MSDLAF | EBC                | 2641                | 21,419.30           | PUBLIC EMPLOYEES RETIREMENT ASSN           |
|                   | MSDLAF | US BANK            | 2642                | 127.70              | ARP FEES VOUCHER ACCT SEPT15               |
| 10/27/2015        | MSDLAF | US BANK            | 70017727-70017873   | 21,475.32           | DIRECT DEPOSIT EMPLOYEE EXPENSES FY15-16   |
|                   | MSDLAF | US BANK            | 2643                | 54.99               | MERCHANT CARD FEES SEP15 ACT BK IN OCT15   |
|                   | MSDLAF | HEALTH PARTNERS    | 2644                | 67,094.49           | HPAI CLAIMS 10/21/15                       |
|                   | MSDLAF | CHS                | 2645                | 47,489.83           | CHS FLEX PAYMENTS SEPT 15 PAYAB OCT 15 ACT |
| 10/29/2015        | MSDLAF | EBC                | 80001077            | 21,358.85           | EMPLOYEE & EMPLOYER 403B                   |
|                   | MSDLAF | VOYA-ING           | 80001078            | 1,690.38            | MN STATE RETIREMENT SYSTEM-VEBA            |
|                   | MSDLAF | PERA               | 80001079            | 57,904.64           | PUBLIC EMPLOYEES RETIREMENT ASSN           |
|                   | MSDLAF | TRA                | 80001080            | 85,282.36           | TEACHERS RETIREMENT ASSN                   |
|                   | MSDLAF | US BANK            | 80001081            | 141,947.95          | FEDERAL TAXES                              |
|                   | MSDLAF | EBC                | 80001082            | 57,196.80           | EMPLOYEE & EMPLOYER 403B                   |
|                   | MSDLAF | MN DEPT OF REV     | 80001083            | 441.99              | MN DEPT OF REVENUE-WAGE LEVY'S             |
|                   | MSDLAF | MN DEPT OF REV     | 80001084            | 74,690.95           | STATE WITHHOLDING TAXES                    |
|                   | MSDLAF | PERA               | 80001085            | 50,183.74           | PUBLIC EMPLOYEES RETIREMENT ASSN           |
|                   | MSDLAF | TRA                | 80001086            | 85,282.36           | TEACHERS RETIREMENT ASSN                   |
|                   | MSDLAF | US BANK            | 80001087            | 327,089.71          | FEDERAL TAXES                              |
|                   | MSDLAF | US BANK            | 3114                | 183.98              | ARP FEES RECEIPT ACCT SEPT 15              |
|                   | MSDLAF | US BANK            | 290734 - 291697     | 1,229,513.78        | DIRECT DEPOSIT PAYROLL REG                 |
| <b>MTD TOTALS</b> |        |                    |                     | <b>5,112,507.43</b> |                                            |

Does not include 287 ADMs attending C-Train or Pathways and does not include services





**DONATIONS**  
**INTERMEDIATE DISTRICT 287**  
**2015-2016**

**October 2015**

| DON. DATE | DESCRIPTION        | VIN#              | EST VALUE   | DONOR                               | SS# OR FED ID# | CAMPUS | PROGRAM                 |
|-----------|--------------------|-------------------|-------------|-------------------------------------|----------------|--------|-------------------------|
| 9/22/15   | CHECK              |                   | \$ 1,250.00 | COFFEY, PAUL & ANGELA               |                | DSC    | DESTINATION IMAGINATION |
| 9/23/15   | CHECK              |                   | \$ 500.00   | COFFEY, PAUL & ANGELA               |                | DSC    | DESTINATION IMAGINATION |
| 10/15/15  | CHECK              |                   | \$ 70.00    | INVER GROVE HEIGHTS DI BOOSTER CLUB |                | DSC    | DESTINATION IMAGINATION |
| 10/20/15  | 2001 NISSAN ALTIMA | 1N4DL01D71C120328 | NONE GIVEN  | WOOD, MCKENNA JOANNE                |                | HTC/EP | AUTO TECH CLASS         |
|           |                    |                   |             |                                     |                |        |                         |
|           |                    |                   | \$ 1,820.00 |                                     |                |        |                         |
|           |                    |                   |             |                                     |                |        |                         |

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

Regular Meeting – December 10, 2015

**AGENDA SECTION:** BUSINESS SERVICES REPORT

**ITEM:** Recommendation for Board Acceptance of the  
Unaudited Financial Report for FY15

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

**1. Background Information**

The unaudited financial information for FY15 will be presented for Board acceptance. The report shows that the Unassigned General Fund Balance at June 30, 2015 was \$6,485,489 or 8.37%.

The total FY15 revenues were \$86,484,671 and total expenditures were \$83,528,297.

**2. Fiscal Impact/Funding Source:**

**3. RECOMMENDED ACTION: The Board accepts the unaudited financial report for FY15.**

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

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

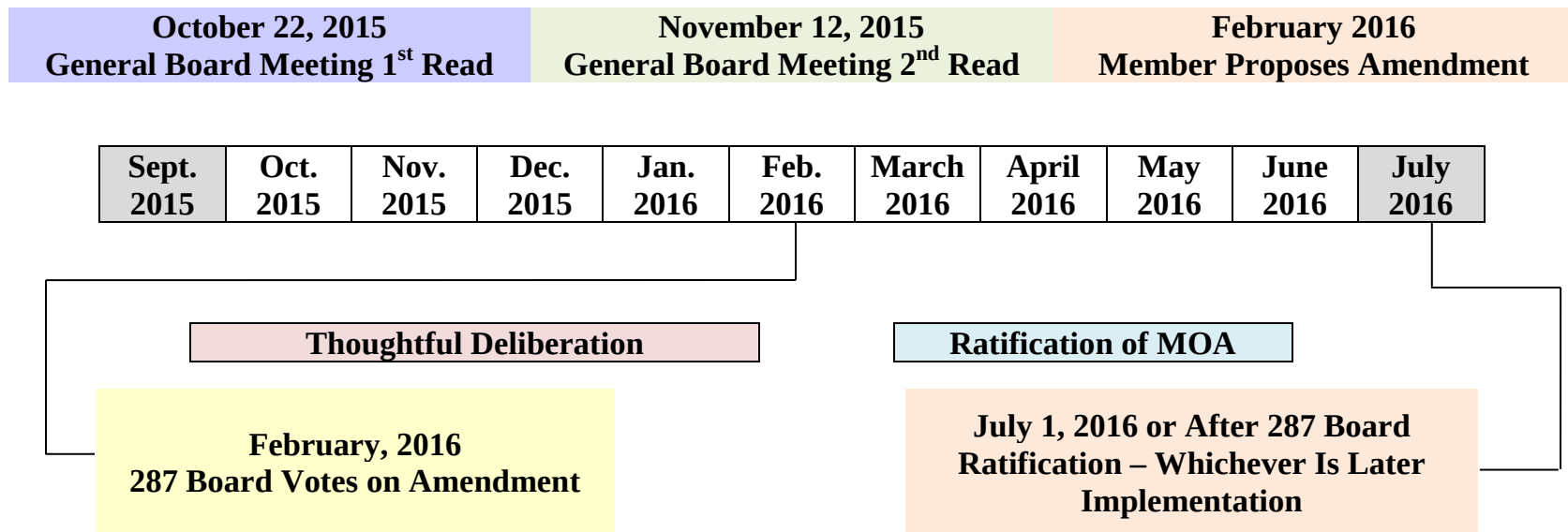
Abstentions: \_\_\_\_\_

INTERMEDIATE DISTRICT 287  
UNAUDITED FINANCIAL REPORT JUNE 30, 2015  
FY15

| PROGRAM                                                      | BEGINNING<br>FUND BALANCE<br>7/1/2014 | FY15 REVENUE      |                                |                                 | FY15 EXPENDITURES |                                     |                                 | FY15 FUND BALANCE                     |                                  |                           | FY15<br>TRANSFERS<br>PROPOSED | ADJ. FUND<br>BALANCE<br>6/30/2015 |       |  |
|--------------------------------------------------------------|---------------------------------------|-------------------|--------------------------------|---------------------------------|-------------------|-------------------------------------|---------------------------------|---------------------------------------|----------------------------------|---------------------------|-------------------------------|-----------------------------------|-------|--|
|                                                              |                                       | REVISED<br>BUDGET | UNAUDITED<br>ACTUAL<br>REVENUE | BUDGET TO<br>ACTUAL<br>VARIANCE | REVISED<br>BUDGET | UNAUDITED<br>ACTUAL<br>EXPENDITURES | BUDGET TO<br>ACTUAL<br>VARIANCE | REVISED BUDGET<br>FD BAL<br>6/30/2015 | UNAUDITED<br>ACTUAL<br>6/30/2015 | FUND<br>BALANCE<br>CHANGE |                               |                                   |       |  |
| GENERAL FUND UNASSIGNED (FORMERLY UNRESERVED - UNDESIGNATED) |                                       |                   |                                |                                 |                   |                                     |                                 |                                       |                                  |                           |                               |                                   |       |  |
|                                                              |                                       |                   |                                |                                 |                   |                                     |                                 |                                       |                                  |                           |                               | Fund Transfers                    |       |  |
| DISTRICTWIDE<br>ADMIN / OPS                                  | \$ 343,150                            | \$ 16,900,167     | \$ 16,594,680                  | \$ (305,487)                    | \$ 16,975,458     | \$ 16,467,834                       | \$ (507,624)                    | \$ 135,859                            | \$ 469,996                       | \$ 126,847                | \$ (18,735)                   | \$ 451,261                        | 1     |  |
| ALC/ACADEMIC EDUCATION                                       | \$ 0                                  | \$ 8,343,335      | \$ 8,665,182                   | \$ 321,847                      | \$ 8,455,502      | \$ 8,696,005                        | \$ 240,503                      | \$ -                                  | \$ (30,824)                      | \$ (30,824)               | \$ 30,824                     | \$ 0                              | 2     |  |
| CAREER & TECH                                                | \$ 160,731                            | \$ 1,203,629      | \$ 1,232,307                   | \$ 28,678                       | \$ 1,114,775      | \$ 1,211,785                        | \$ 97,010                       | \$ 209,585                            | \$ 181,253                       | \$ 20,523                 |                               | \$ 181,253                        | 3     |  |
| SPECIAL EDUC                                                 | \$ 5,889,166                          | \$ 47,698,651     | \$ 49,226,767                  | \$ 1,528,116                    | \$ 47,000,570     | \$ 48,068,510                       | \$ 1,067,940                    | \$ 5,632,979                          | \$ 7,047,422                     | \$ 1,158,257              | \$ (1,194,448)                | \$ 5,852,974                      | 4,5   |  |
| TOTAL UNASSIGNED                                             | \$ 6,393,046                          | \$ 74,145,782     | \$ 75,718,936                  | \$ 1,573,154                    | \$ 73,546,305     | \$ 74,444,134                       | \$ 897,829                      | \$ 5,978,423                          | \$ 7,667,848                     | \$ 1,274,802              | \$ (1,182,359)                | \$ 6,485,489                      | 8.37% |  |
| NONEXPENDABLE FUND BALANCE                                   | \$ 130,931                            |                   |                                |                                 |                   |                                     |                                 | \$ 130,931                            |                                  |                           | \$ 18,735                     | \$ 149,666                        |       |  |
| GENERAL FUND ASSIGNED (FORMERLY UNRESERVED - DESIGNATED):    |                                       |                   |                                |                                 |                   |                                     |                                 |                                       |                                  |                           |                               |                                   |       |  |
| Property Acct                                                | \$ 246,685                            |                   |                                | \$ -                            | \$ 65,000         | \$ 1,104                            | \$ (63,896)                     | \$ 181,685                            | \$ 245,581                       | \$ (1,104)                |                               | \$ 245,581                        |       |  |
| Sep/Severance                                                | \$ 5,303,564                          |                   |                                | \$ -                            | \$ 1,014,101      |                                     | \$ (1,014,101)                  | \$ 5,303,564                          | \$ 5,303,564                     | \$ -                      | \$ 142,101                    | \$ 5,445,665                      |       |  |
| Student Clubs                                                | \$ 42,910                             | \$ 27,700         | \$ 33,345                      | \$ 5,645                        | \$ 27,700         | \$ 29,073                           | \$ 1,373                        | \$ 42,910                             | \$ 47,181                        | \$ 4,272                  |                               | \$ 47,181                         |       |  |
| Health Partners Rebate                                       | \$ 76,299                             |                   |                                | \$ -                            |                   |                                     | \$ -                            | \$ 76,299                             | \$ 76,299                        | \$ -                      |                               | \$ 76,299                         |       |  |
| Collaborative Curriculum Project                             | \$ 260,971                            | \$ 166,408        | \$ 196,356                     | \$ 29,948                       | \$ 167,099        | \$ 201,105                          | \$ 34,006                       | \$ 260,280                            | \$ 256,222                       |                           |                               | \$ 256,222                        |       |  |
| Transportation Vehicle Dep.                                  | \$ 43,587                             | \$ 43,300         |                                | \$ (43,300)                     | \$ 43,300         | \$ 39,888                           | \$ (3,412)                      | \$ 43,587                             | \$ 3,699                         |                           | \$ 24,888                     | \$ 28,587                         | 6     |  |
| * MDE Tuition Appeal/MA Reserve                              | \$ 650,000                            |                   |                                | \$ -                            |                   |                                     | \$ -                            | \$ 650,000                            | \$ 650,000                       | \$ -                      | \$ 996,635                    | \$ 1,646,636                      |       |  |
| TOTAL ASSIGNED                                               | \$ 6,624,016                          | \$ 237,408        | \$ 229,701                     | \$ (7,707)                      | \$ 1,317,200      | \$ 271,170                          | \$ (1,046,030)                  | \$ 6,558,325                          | \$ 6,582,546                     | \$ 3,168                  | \$ 1,163,624                  | \$ 7,746,171                      |       |  |
| GENERAL FUND RESTRICTED (FORMERLY RESERVED)                  |                                       |                   |                                |                                 |                   |                                     |                                 |                                       |                                  |                           |                               |                                   |       |  |
| for Health & Safety                                          | \$ 94                                 | \$ 148,483        | \$ 153,404                     | \$ 4,921                        | \$ 148,483        | \$ 153,404                          | \$ 4,921                        | \$ 94                                 | \$ 94                            | \$ -                      |                               | \$ 94                             |       |  |
| for Safe Schools                                             | \$ 390,983                            | \$ 1,028,197      | \$ 1,029,275                   | \$ 1,078                        | \$ 981,002        | \$ 855,274                          | \$ (125,728)                    | \$ 438,178                            | \$ 564,984                       | \$ 174,001                |                               | \$ 564,984                        |       |  |
| for Teacher Dev & Evaluation                                 | \$ -                                  | \$ 104,481        | \$ 104,782                     | \$ 301                          | \$ 104,481        | \$ 104,782                          | \$ 301                          | \$ -                                  | \$ -                             | \$ -                      |                               | \$ -                              |       |  |
| for Compensatory                                             | \$ 104,312                            | \$ 1,912,385      | \$ 1,912,385                   | \$ 0                            | \$ 1,761,276      | \$ 1,699,573                        | \$ (61,703)                     | \$ 255,421                            | \$ 317,124                       | \$ 212,812                |                               | \$ 317,124                        |       |  |
| TOTAL RESTRICTED                                             | \$ 495,389                            | \$ 3,193,546      | \$ 3,199,846                   | \$ 6,300                        | \$ 2,995,242      | \$ 2,813,033                        | \$ (182,209)                    | \$ 693,693                            | \$ 882,202                       | \$ 386,813                | \$ -                          | \$ 882,202                        |       |  |
| TOTAL GENERAL FUND                                           | \$ 13,643,381                         | \$ 77,576,736     | \$ 79,148,484                  | \$ 1,571,748                    | \$ 77,858,747     | \$ 77,528,337                       | \$ (330,410)                    | \$ 13,361,372                         | \$ 15,132,597                    | \$ 1,664,783              | \$ (0)                        | \$ 15,263,527                     |       |  |
| NONMAJOR FUNDS :                                             |                                       |                   |                                |                                 |                   |                                     |                                 |                                       |                                  |                           |                               |                                   |       |  |
| Food Services                                                | \$ -                                  | \$ 745,697        | \$ 777,191                     | \$ 31,494                       | \$ 745,697        | \$ 777,191                          | \$ 31,494                       | \$ -                                  | \$ -                             | \$ -                      |                               | \$ -                              | 7     |  |
| Community Serv                                               | \$ -                                  | \$ 178,658        | \$ 152,564                     | \$ (26,094)                     | \$ 178,658        | \$ 152,564                          | \$ (26,094)                     | \$ -                                  | \$ -                             | \$ -                      | \$ -                          | \$ -                              | 8     |  |
| Building Fund                                                | \$ -                                  |                   |                                | \$ -                            |                   |                                     | \$ -                            | \$ -                                  | \$ -                             | \$ -                      | \$ -                          | \$ -                              |       |  |
| Debt Service (07)                                            | \$ 3,774,686                          | \$ 5,305,121      | \$ 5,321,361                   | \$ 16,240                       | \$ 3,968,108      | \$ 3,974,512                        | \$ 6,404                        | \$ 5,111,699                          | \$ 5,121,534                     | \$ 1,346,849              | \$ -                          | \$ 5,121,534                      | 9     |  |
| Trust (Flex Account)(08)                                     | \$ 23,582                             | \$ 566,200        | \$ 523,661                     | \$ (42,539)                     | \$ 566,200        | \$ 536,560                          | \$ (29,640)                     | \$ 23,582                             | \$ 10,684                        | \$ (12,899)               |                               | \$ 10,684                         |       |  |
| Scholarship Fund(10)                                         | \$ 118,314                            |                   | \$ 3,275                       | \$ 3,275                        | \$ 29,000         | \$ 21,275                           | \$ (7,725)                      | \$ 89,314                             | \$ 100,314                       | \$ (18,000)               |                               | \$ 100,314                        |       |  |
| Internal Service Fund(20)                                    | \$ 467,521                            | \$ 493,010        | \$ 558,135                     | \$ 65,125                       | \$ 493,010        | \$ 537,857                          | \$ 44,847                       | \$ 467,521                            | \$ 487,798                       | \$ 20,277                 |                               | \$ 487,798                        |       |  |
| TOTAL NONMAJOR FUNDS                                         | \$ 4,384,103                          | \$ 7,288,686      | \$ 7,336,187                   | \$ 47,501                       | \$ 5,980,673      | \$ 5,999,960                        | \$ 19,287                       | \$ 5,692,116                          | \$ 5,720,330                     | \$ 1,336,227              | \$ -                          | \$ 5,720,330                      |       |  |
| TOTAL ALL FUNDS                                              | \$ 18,027,484                         | \$ 84,865,422     | \$ 86,484,671                  | \$ 1,619,249                    | \$ 83,839,420     | \$ 83,528,297                       | \$ (311,123)                    | \$ 19,053,488                         | \$ 20,852,927                    | \$ 3,001,010              | \$ (0)                        | \$ 20,983,858                     |       |  |

- 1) The fund balance for Districtwide Administration and Operation increased due to additional revenue received from prior year tuition appeal and expenditure budgets coming in lower than anticipated.
- 2) A Deficit Fund Balance transfer in the ALC/Academic area was made from Special Education Fund of 172, 924.84 and a transfer out for unspent severance of \$142,101.00 was made.
- 3) The Career & Tech fund balance remained flat through budget reductions and cost controls. The efficiencies made to the Pathways and C-Train programs made it possible for the district to reduce rates in FY15.
- 4) The fund balance transfer of \$1,194,448 from the Special Education fund includes the \$172,924.84 to ALC/Academic, 24,887.80 for Transportation Vehicle Depreciation and 996,635.41 to MDE Tuition Appeal/MA reserve.
- 5) The MA revenue within the Special Education fund came in higher than anticipated due to a MA settle up payment from FY12-13. The balance was moved to the MDE Tuition Appeal/MA reserve to offset anticipated changes in MA reporting
- 6) Vehicle depreciation was included in transportation fees and is assigned for future equipment purchases.
- 7) A transfer of \$334,166.90 from the general fund was made to off set the deficit in Food Service. The balances above reflect this transfer.
- 7) A transfer of \$76,196.03 from the general fund was made to off set the deficit in Community Services fund. The balances above reflect this transfer.
- 9) Debt service fund balance includes the amounts held in escrow to pay the QSCB NEC bonds.

## 2009 Memorandum of Agreement Amendment Timeline and Process



### Steps in the Process:

### Expected completion:

- |                                                                                                                                                                            |                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1. A 287 Board member recommends the proposed amendment to the 2009 Memorandum of Agreement.                                                                               | February 2016  |
| 2. If the 287 Board votes to proceed with the amendment process, then notice of the proposed amendment and a copy of the MOA as amended are sent to each 287 Board member. | February 2016  |
| 3. If the proposed amendment is not acceptable to any 287 Board member, that member may send written objections to the 287 Clerk of the Board.                             | March 31, 2016 |
| 4. Member district boards consider the proposed amendment to the MOA and vote whether to ratify the MOA as amended (template of local board resolution to be provided)     | June 1, 2016   |
| 5. The proposed amendment becomes effective after it has been executed by all member district boards and the 287 Board, or July 1, 2016, whichever is later.               | July 1, 2016   |

# Intermediate District 287

*RESPONSIVE. INNOVATIVE. SOLUTIONS.*

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## **How do changes in one district's enrollment impact the other member districts?**

The primary purpose of the proposed amendment to the Memorandum of Agreement (MOA) is to add a withdrawal process designed to protect the remaining member districts from bearing an undue burden upon the withdrawal of another member district. Regardless of whether member districts ratify the amended MOA or the 2009 MOA remains in place, the Intermediate District's costs will be covered. Adding a withdrawal process to the MOA would determine not whether the Intermediate can pay its bills, but rather each district's proportionate share of those bills.

The portion that each district pays as a result of its membership in the Intermediate changes both over-time and when a member district withdraws. The following examples illustrate this:

### **Changes in Student Enrollment from Year to Year Example: Year 1: Lease cost of \$1,250,000**

|            | Year 1:        |            |            | Year 2:        |            |            |
|------------|----------------|------------|------------|----------------|------------|------------|
| District   | Special Ed ADM | % of Total | Lease \$   | Special Ed ADM | % of Total | Lease \$   |
| A          | 20             | 13.33%     | 166,666.67 | 20             | 13.61%     | 170,068.03 |
| B          | 50             | 33.33%     | 416,666.67 | 49             | 33.33%     | 416,666.67 |
| C          | 70             | 46.67%     | 583,333.33 | 68             | 46.26%     | 578,231.29 |
| Non Member | 10             | 6.67%      | 83,333.33  | 10             | 6.80%      | 85,034.01  |
|            | 150            |            |            | 147            |            |            |

In Year 1 above, the Intermediate provides services to the following numbers of special education students per district: District A sends 20 special education students; District B sends 50, District C sends 70, and Non-member districts send 10 – for a total of 150 students. The percentage of the total enrollment of 150 special education students by district is: District A: 13.3%; District B: 33.3%; District C: 46.6% and Non-members: 6.66%.

In Year 2, the total enrollment of special education students in the Intermediate decreases slightly as a result of changes in two of the districts: District B sends 49 students rather than 50, and District C sends 68 instead of the 70 students it sent in Year 1. In Year 2, the intermediate serves three fewer students than it did the prior year; for a total enrollment of 147 instead of 150.

Even though District A made no change in the number of students it sent from Year 1 to Year 2, its percentage of total enrollment, and therefore its proportionate share of the total lease costs, will

change because of changes made by other member districts. So, District A sent 13.33% of the total student enrollment in Year 1; even though it sends the same number of students in Year 2, it is now responsible for a higher proportionate share of the costs: 13.6%. Assuming lease costs of \$1,250,000 per year, District A will pay \$15,000 more to send the same number of students.

#### Withdrawing District and Year to Year Changes Example:

|               |                      |                             |                |                   |                        | District B<br>withdraws |                             |            |                   |                        |
|---------------|----------------------|-----------------------------|----------------|-------------------|------------------------|-------------------------|-----------------------------|------------|-------------------|------------------------|
|               | Year 1:              |                             |                |                   | 85% Spec Ed<br>15% ALC | Year 2:                 |                             |            |                   | 85% Spec Ed<br>15% ALC |
| District      | Special<br>Ed<br>ADM | Special<br>Ed % of<br>Total | ALC<br>AD<br>M | ALC %<br>of Total | Lease \$               | Special<br>Ed ADM       | Special<br>Ed % of<br>Total | ALC<br>ADM | ALC %<br>of Total | Lease \$               |
| A             | 20                   | 13.33%                      | 10             | 14.29%            | 168,452                | 20                      | 13.51%                      | 10         | 22.22%            | 185,248                |
| B             | 50                   | 33.33%                      | 25             | 35.71%            | 421,131                |                         | 0.00%                       |            | 0.00%             | 0                      |
| C             | 70                   | 46.67%                      | 35             | 50.00%            | 589,583                | 68                      | 45.95%                      | 35         | 77.78%            | 634,009                |
| Non<br>Member | 10                   | 6.67%                       |                |                   | 70,833                 | 60                      | 40.54%                      |            |                   | 430,743                |
|               | 150                  |                             | 70             |                   | 1,250,000              | 148                     |                             | 45         |                   | 1,250,000              |

In the example above, ALC students and a withdrawing member district are added to the picture. In Year 1, District A sends 20 special education students and 10 ALC students; District B sends 50 special education and 25 ALC students; District C sends 70 special education students and 35 ALC students; and Non-member districts send 10 special education students. This results in a total special education enrollment of 150 students, and a total of 70 member district ALC students (ALC lease costs cannot be charged to non-members so for the purposes of calculating member districts' proportionate share of those costs only member district ALC students are relevant).

Based on each district's contribution of students to the total number of students in Year 1, the member districts lease costs would be allocated as follows:

- District A pays 13.3% of the special ed lease costs and 14.28% of the ALC lease costs;
- District B is responsible for 33.3% of special ed and 35.71% of ALC lease costs;
- District C's proportionate share is 46.6% of special ed and 50% of ALC lease costs; and
- Non-members would pay 6.66% of the special ed and none of the ALC lease costs.

In Year 2, District A sends the same number of special education (20) and ALC (10) students. District B has withdrawn (effective June 30 of Year 1), and sends 25 special education students and 25 ALC students. District B students are now counted as non-member students. District C sends fewer special education students than in Year 1: 68 special education students (compared to 70 the previous year) and the same number (35) of ALC students. Non-members send more special education students than there are program openings: 35, which when added to the 25 District B

students = a total of 60 non-member special education students who would be eligible to stay put based on their placement from the prior year. Year 2 has a total special education enrollment of 148 and 45 member district ALC students (ALC lease costs cannot be charged to non-member districts).

Based on each district's contribution of students to the total number of students in Year 2, the member districts lease costs would be allocated as follows:

- District A is responsible for 13.44% of the special education lease costs and 22.22% of the ALC lease costs;
- District B pays 16.89% of special ed lease costs through its non-member access fee and none of the ALC lease costs;
- District C's proportionate share is 45.95% of the special education and 77.78% of the ALC lease costs; and
- Non-members (not including District B) would pay 23.65% of the special ed lease costs and none of the ALC lease costs.

#### **Additional Significant Cost Factors Impacting Member Districts:**

1. The decrease in non-member special education students because, due to capacity and space needs, many programs are closed to non-members; and
2. The legislative change to the ALC tuition billing statute that eliminated the intermediate districts' ability to bill non-members for their portion of the ALC lease costs. The result was that ALC lease costs could only be allocated to the member districts.

The member district business managers recognized the impact that decisions in each member district has on the other member's proportionate share of lease costs. As a result, they asked me to address the levy adjustment impact demonstrated above in my first year at District 287. BDAC changed the lease levy allocation methodology to make the this levy more flat and predictable.

Richfield specific historical data:

| <b>Year</b>                | <b>2009-10</b> | <b>2010-11</b> | <b>2011-12*</b> | <b>2012-13</b> | <b>2013-14</b> |
|----------------------------|----------------|----------------|-----------------|----------------|----------------|
| Annual Lease Percent       | 6.35%          | 5.76%          | 6.94%           | 7.49%          | 6.27%          |
| 3 Year Weighted AVG        |                |                |                 |                |                |
| ADMS Spec Ed               | 20.62          | 15.4           | 21.93           | 28.91          | 25.32          |
| ADMS ALC                   | 90.13          | 94.67          | 84.35           | 58.23          | 53.84          |
| Career Tech ADMS^          |                |                |                 |                |                |
| Total Member District ADMs | 110.75         | 110.07         | 106.28          | 87.14          | 79.16          |
| Special Ed % of Lease Cost | 85%            | 86%            | 85.5%           | 84%            | 85%            |
| ALC % of Lease Cost        | 15%            | 14%            | 14.5%           | 16%            | 15%            |

\* First year without Bloomington



October 2015  
vol 13 ♦ no 1

## Northwest Suburban Integration District

### October 30, 2015 Executive/Legislative Committee Meeting

7:30 a.m., TIES  
Conference Center,  
St. Paul

### November 6, 2015 Board of Directors Meeting

7:00 a.m., Grand Hall,  
TIES Conference Center,  
St. Paul

### November 20, 2015 Executive/Legislative Committee Meeting

7:30 a.m., TIES  
Conference Center,  
St. Paul

### Register NOW! December 9, 2015 AMSD Annual Policy Conference *Promising Practices to Close the Achievement Gap: Building Partnerships to Reach All Students*

8:00 a.m.—1:00 p.m.  
TIES Conference Center,  
St. Paul

<http://www.amsd.org/2015conference>

### AMSD's Mission

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



Association of  
Metropolitan School Districts

Northwest Suburban Integration School District (NWSISD) serves approximately 100,000 students in over 100 schools in eight districts serving the northwest metro. NWSISD functions under the Minnesota's Desegregation Rule, collaborating around academic achievement and integration activities identified in the Achievement and Integration Minnesota (AIM) Statute. Member districts include Anoka-Hennepin, Brooklyn Center Community, Buffalo-Hanover-Montrose, Elk River Area, Fridley, Mounds View, Osseo and Rockford.

The four big goals of NWSISD are to provide integrated schools of choice through our magnet school program, professional learning opportunities for district staff, support districts in creating family empowerment/engagement plans, and career and college opportunities for students, which support the academic and integration goals of the eight member districts AIM plans.

NWSISD programs have functioned with the primary lens of student achievement in mind; essentially all programs currently in place focus on increasing academic achievement for all students with cultural competency/proficiency as a context or framework.

In the past several years our magnet school program has expanded to 25 schools offering three content themed strands including:

- 1) International Baccalaureate (IB),
- 2) The Arts, and
- 3) Science, Technology, Engineering, Mathematics and Arts (STEM/STEAM).

*Continued on page 2*



The Educators Rising program provides opportunity for students to shadow educators for a day

### From the Chair

Registration is now open for AMSD's annual policy conference, which will be held on Wednesday, December 9 from 8 a.m. – 1 p.m. in the TIES Conference Center. The theme of this year's conference is *Promising Practices to Close the Achievement Gap: Building Partnerships to Reach All Students*. The conference lineup includes an opening address from Dr. May Kao Hang, CEO of the Wilder Foundation. Dr. Hang has extensive experience in the public and the nonprofit sectors, serving low income and disadvantaged populations. Conference attendees will then have an opportunity to hear about a wide variety of exciting and innovative programs that have shown success in closing the achievement gap in a stimulating breakout session format. The conference will conclude with a luncheon panel featuring two of the State's leading measurement research experts, Dr. David Heistad and Dr. Eric Moore. Registration information is available here: <http://www.amsd.org/2015conference>. Register today!

*Rebecca Gagnon, school board member from Minneapolis Public Schools, is chair of AMSD.*



# NWSISD is a Collaboration of Eight School Districts

*Continued from page 1*

The magnet schools enroll nearly 16,500 students with a third of the enrollment entering through the NWSISD lottery system. NWSISD magnet schools continually earn local and national awards and honors as well as IB authorization. Magnet schools are strategically placed to support racial integration within the schools, using a strategy to attract students towards high rigor options and family choice.

Professional learning opportunities for district staff members are provided in several venues. NWSISD supports our magnet school curriculum coordinators through collaborative monthly meetings, as well as inquiry based instruction training with Lee Schmitt from Hamline University. Monthly Inter-District Partnership (IDP) meetings provide learning opportunities and awareness on a variety of topics, which support the goals of NWSISD and district AIM plans. NWSISD also supports a Multicultural Resource Center (MRC) providing materials that are inclusive of culture, linguistic and socio-economic diversity. Materials in the MRC are available through a checkout system for staff in the eight district collaborative and on-going efforts are made for inclusion of cultures, as well as alignment to state academic standards, to enhance what is taught in the classrooms.



Multicultural Resource Center located at NWSISD

Career and College readiness programs such as Educators Rising, AVID, Essence and Step-Up are organized by NWSISD staff and reach another 3,200 students across the eight districts. All programs have components of mentorship, college field trips, college and career focused conferences, as well as continued support throughout the school year within the students' school. Step-Up and Essence are grounded in the constructs of Aspirations, Expectations, Opportunity and Achievement.

- Educators Rising encourages high school students to pursue careers in education by introducing them to professions in teaching, administration, psychology, social work, counseling, student programming and more.
- The Step-Up Mentorship Program targets males transitioning from middle to high school through a Summer Summit event in collaboration with the University of St. Thomas. The young men are provided continued mentoring and participation in events throughout their high school years with a culminating graduation ceremony their senior year.
- Essence, targets female middle through high school students for monthly group meetings on campus. The young women are also provided events throughout the year and participate in a College and Career Conference in collaboration with North Hennepin Community College.

While NWSISD is a collaboration of eight school districts it cannot go un-noted that it takes community and higher education partners to provide effective and engaging programs. Last year, NWSISD created partnerships with 56 organizations and 98 individuals who provided their time and talents to support our K-12 students.

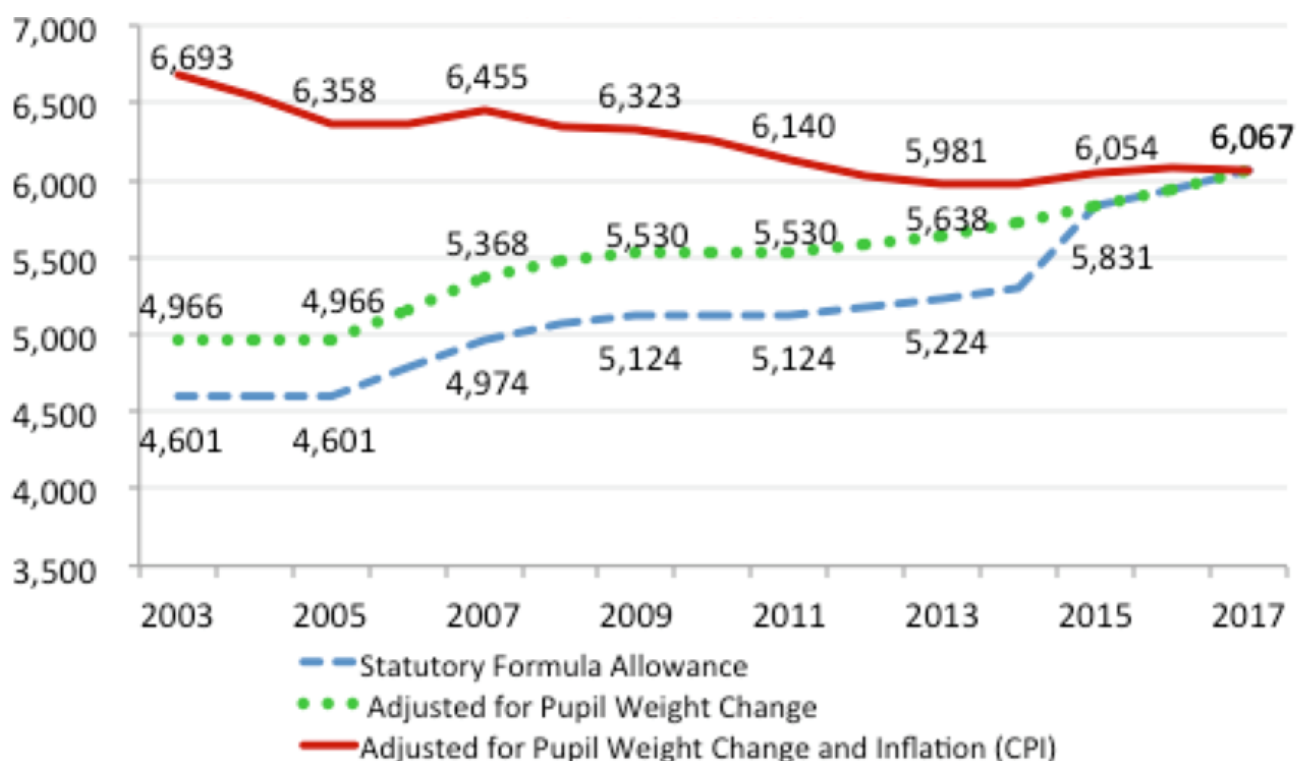
*This month's member spotlight was submitted by Melissa Jordan, Executive Director, Northwest Suburban Integration District.*

## Referendums Play Critical Role in Funding Schools

After some very challenging years in the early and mid 2000s, the Governor and legislators have made significant strides toward stabilizing Minnesota's education funding system over the last few sessions. Important property tax reforms along with critical investments in early learning programs have been adopted. In addition, targeted investments in English learner programs, American Indian education and extended time programming will help close the opportunity and achievement gaps.

Despite the improvement in state funding over the last two biennia, the basic formula continues to lag behind inflation. As Figure 1 below shows, the basic formula has lost considerable purchasing power since 2003. After adjusting for inflation and pupil weight changes, the basic formula allowance has declined from \$6,693 per pupil in 2003 to \$6,067 per pupil for the 2016-17 school year.

**Figure 1: General Education Formula Allowance, 2003-2017 Adjusted for Pupil Weight Change and Inflation (CPI)**



Consequently, voter approved referenda continue to provide crucial resources to Minnesota school districts. As shown in Figure 2 (next page), local property taxes provide about 20% of the revenue for Minnesota school districts – a level that has been fairly constant for several years. The State's share of education revenue has risen from 62% in 2010 to 68% in the current year, but that has been largely offset by a lower level of federal funding that increased during the national recession.

*Continued on page 4*

**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, Metro ECSU (Associate Member), 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, Rockford 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.

## Funding Education is a State/Local Partnership

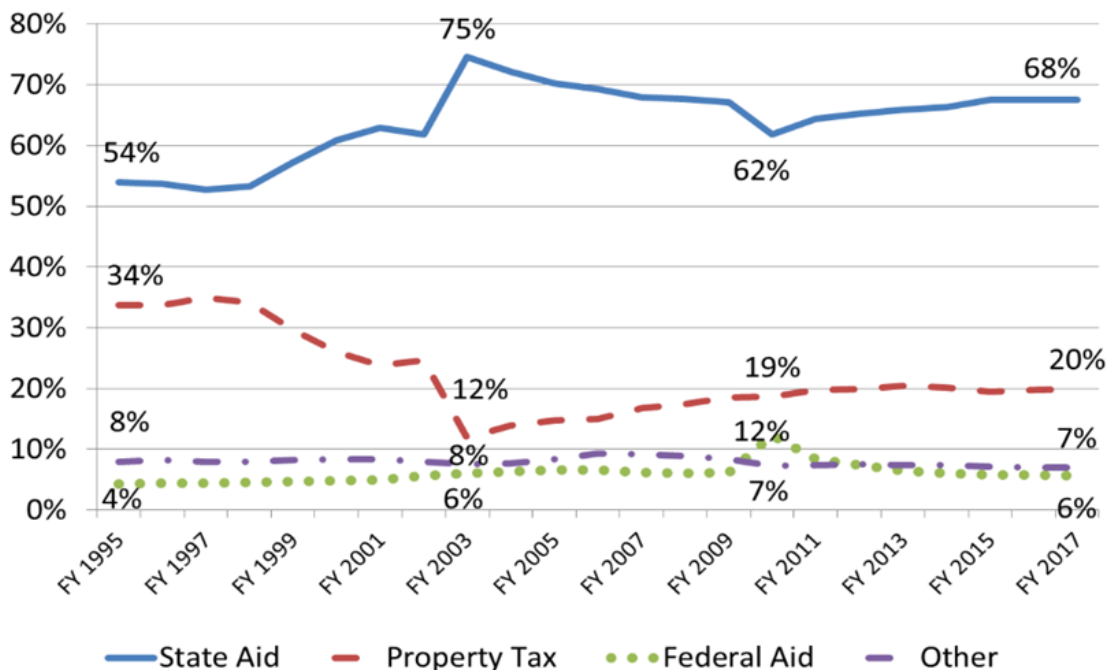
Continued from page 3

In November, nine AMSD member districts will have referendum questions on the ballot. The ballot questions will range from operating levy renewals to increases to capital levy and bonding proposals. Figure 3 outlines the referendum questions that will appear on the November 3 ballot.

**More detailed information is available by clicking on the district name in the chart below.**

In addition, superintendents, district staff and school board members are always available to answer questions about the proposed referendum questions.

**Figure 2: PreK-12 Education Revenue by Source**



Source: Minnesota Department of Education, School Finance Update 2015.

**Figure 3: AMSD Member Districts Referendum Summary 2015**

| District                                         | Referendum Specifics:                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <a href="#">Farmington Area Public Schools</a>   | Question 1: Increase the operating levy by \$433 per pupil to lower class size and maintain programs.<br>Question 2: Building Bonds - \$45,320,000 bond issue for deferred maintenance and safety and security upgrades.                                                                                                                                                                         |
| <a href="#">Fridley Public Schools</a>           | Question 1: Renewal of an existing operating levy.<br>Question 2: Building Bonds: \$27,500,000 bond issue to improve safety and security and technology and address deferred maintenance issues.                                                                                                                                                                                                 |
| <a href="#">Lakeville Area Public Schools</a>    | Question 1: Capital levy for \$2 million per year to provide equipment to support STEM programming and improve safety and security.<br>Question 2: Increase operating levy by \$100 per pupil to reduce class size and restore art and band programs.                                                                                                                                            |
| <a href="#">Minnetonka Public Schools</a>        | Question 1: Renew and increase operating levy by \$340 per pupil for taxes payable in 2016, with a second increase to \$2,046 per pupil for taxes payable in 2019.<br>Question 2: Renewal of the existing capital projects technology levy at the current rate.                                                                                                                                  |
| <a href="#">North St. Paul-Maplewood-Oakdale</a> | Question 1: Increase the operating levy by \$900 per student to maintain class sizes in math and reading and increase student support services and build college and career pathways for all students.<br>Question 2: Capital Projects Levy of \$3 million per year to enhance safety and security and support bandwidth and infrastructure.                                                     |
| <a href="#">Richfield Public Schools</a>         | Question 1: Renewal of the existing operating levy.<br>Question 2: Renew the existing levy <i>and</i> include an inflationary increase to maintain purchasing power.                                                                                                                                                                                                                             |
| <a href="#">Rosemount-Apple Valley-Eagan</a>     | Question 1: Building Bonds: a \$130 million bond issue to address safety and security, space for learning and technology for learning.                                                                                                                                                                                                                                                           |
| <a href="#">South Washington County</a>          | Question 1: Operating levy increase of \$525 per pupil to sustain educational programs and opportunities.<br>Question 2: Building Bond: a \$96 million bond issue for construction of a new middle school and to repurpose and improve existing middle schools.<br>Question 3: Building Bond: a \$46.5 million bond issue for additions and improvements to high schools and elementary schools. |

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

Regular Meeting – December 10, 2015

**AGENDA SECTION:** BOARD BUSINESS

**ITEM:** Officer Election Process

**PRESENTED BY:** Board Chair Bremer

**1. Background Information**

Chair Bremer will recommend for approval the new nominating committee.

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

**3. RECOMMENDED ACTION: Board approval of Nominating as presented.**

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

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

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

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

## *Get on the Bus & Local 2209 Breakfast Schedule*

*2015-2016*

### *Get on the Bus*

Tuesday, December 8<sup>th</sup>

TBN

Bus leaves 287 DSC @ 8:30 AM

Ann Bremer

Carter Peterson

Michèle Kunz

Laura Ronbeck

Carol Bomben

Andrea Cuene

Monday, January 11<sup>th</sup>

TBN

North Education Center @ 9:30 AM

Ann Bremer

Michèle Kunz

Andrea Cuene

Tuesday, February 23<sup>rd</sup>

TBN

Bus leaves 287 DSC @ 8:30 AM

Ann Bremer

Laura Ronbeck

Michèle Kunz

Kelli Parpart (Osseo)

Astein Osei (Osseo)

Jeremy Willey (Osseo)

*Local 2209 Breakfast*

*7:00 AM*

Tuesday, January 12<sup>th</sup>

District Service Center

(3<sup>rd</sup> Floor – Room 316)

Ann Bremer

Michèle Kunz

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Tuesday, March 15<sup>th</sup>

District Service Center

(3<sup>rd</sup> Floor – Room 316)

Ann Bremer

Michèle Kunz

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# School Board Planning Calendar

## January 2015 – December 2015

| 1 <sup>st</sup> Meeting of the Month                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  | 2 <sup>nd</sup> Meeting of the Month                                                                                                                                                                                                                                                                                                              |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| START TIME 6:30 PM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>JANUARY 8, 2015</b><br><i>Organizational Meeting</i><br>Election of Board Officers<br>Oath of Office<br>Financial Report November<br>FY14 Audit<br>Superintendent Mid-Year Evaluation Procedure                                                                                                                                                                                                                                                                                                                                                                                      |  | <b>JANUARY 22, 2015</b><br><br>Financial Report December<br>FY14 Audit<br>Uber Goal #2                                                                                                                                                                                                                                                            |  |
| <b>FEBRUARY 12, 2015</b><br>Report on Uber Goal<br>Progress Toward Improvement Plan<br>1. What the Board Needs to Know About Data Portability Project: Final Report from Work-group.<br>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<br>3. Update on legislative progress on ALC Legislation<br>4. What the Board Needs to Know about The Better Way<br>5. What the Board Needs to Know about Grad MN Work<br>Hennepin County Graduation Update<br>Public Employees and Political Activities |  | <b>FEBRUARY 26, 2015</b><br>Gateway Video<br>Financial Report January<br>FY16 Budget Assumption/Program Withdrawal Report<br>FY15 Budget Revision<br>New Policy -First Read?<br>Staff Reduction ULA Resolution for upcoming year<br>What the Board Needs to Know About ELC National Accreditation<br>World’s Best Work Force Report               |  |
| <b>MARCH 12, 2015</b><br>ACE Study<br>Innovation in 287 Presentation<br>Bloomington Update                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  | <b>MARCH 26, 2015</b><br>Financial Report February<br>FY15 Budget Reduction Realignment Proposal<br>Program Reduction Resolution<br>Proposed District 287 School Calendar 2015-2016<br>Reduction ULA for tenured staff ( <i>provide names</i> )<br>Strategic Plan Report<br>What the Board Needs to Know:<br>Update on Teacher Evaluation Process |  |
| <b>APRIL 9, 2015</b><br>Facilities Report on FY15 Projects<br>Summary Status Report on Board Policy & Procedure<br>What the Board Needs to Know about changing the length of the student day                                                                                                                                                                                                                                                                                                                                                                                            |  |                                                                                                                                                                                                                                                                                                                                                   |  |
| <b>MAY 14, 2015</b><br>Financial Report March<br>Food Services Report<br>Superintendent Evaluation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | <b>MAY 28, 2015</b><br>Financial Report April<br>Probationary Licensed, and Non-Licensed<br>Non-Renewal Resolutions                                                                                                                                                                                                                               |  |



| 1 <sup>st</sup> Meeting of the Month                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 2 <sup>nd</sup> Meeting of the Month                                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>JUNE 11, 2015</b><br>Annual Food Service Program Resolution<br>Approval of Change to 2015-16 Calendar<br>Health & Safety Approval<br>Ratification of 2209 Contract<br>Strategic Plan 2015-2020 Approval<br>Superintendents Evaluation Update<br>Welcome Rachel Hicks, Director of Communications<br>What the Board Needs to Know About the Reduction of Restrictive Procedures?                                                                                                                                                                                     | <b>JUNE 25, 2015</b><br>2015-16 Original Budget Approval<br>Financial Report May<br>New Policy<br>Non-Licensed Permanent Employment Status Position<br>Elimination Resolutions<br>NSO and MPCC<br>Update on Legislative Chart-highlight major items including Alternative Teacher Pay-Emphasize that we will be having Exploratory Conversations with 2209 |
| <p style="text-align: center;"><b>AUGUST 27, 2015</b><br/> Financial Report June &amp; July<br/> What the Board Needs to Know about number of Graduates 14-15<br/> Superintendent Uber Goals<br/> Special Education Monitoring Report<br/> What Board Members Need to Know About “2015-16 Back to School Start-Up”<br/> Information on Alternative Teacher Pay Application</p>                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                            |
| <b>SEPTEMBER 10, 2015</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>SEPTEMBER 24, 2015</b><br>Financial Report August<br>What the Board Needs to Know about Rapid Response Team’s Work                                                                                                                                                                                                                                      |
| <b>OCTOBER 8, 2015</b><br>Learning Walks/Coaching/ DSC Presence in Buildings: <ul style="list-style-type: none"> <li>What the Board Needs to Know about Leadership Team spending time in buildings and classrooms</li> </ul> Communication with Local School Boards-How to Connect Most Effectively                                                                                                                                                                                                                                                                    | <b>OCTOBER 22, 2015</b><br>Financial Report September<br>Proposed revisions to MOA and local board resolution- (First Read)<br>What the Board Needs to Know about Talent Management<br>What the Board Needs to Know about the Tiny House?                                                                                                                  |
| <p style="text-align: center;"><b>NOVEMBER 12, 2015</b><br/> <i>(Only one Board meeting this month!)</i><br/> Career Tech Teaser Video-and possibly the personal invitation from a career tech staff person<br/> Facilities Update<br/> Java Update-Show one pager as evidence of culture work<br/> National Weather Service presentation of Storm Ready Certification<br/> Second Read of MOA<br/> What the Board Needs to Know about Emergency Planning for FY16 ( Board Policy Requirement)<br/> World’s Best Workforce Report and Approval (required by Dec 1)</p> |                                                                                                                                                                                                                                                                                                                                                            |
| <p style="text-align: center;"><b>DECEMBER 10, 2015</b><br/> <i>(Only one Board meeting this month!)</i><br/> 2014-15 Unaudited Finance Review<br/> Financial Report October<br/> Legislative Platform<br/> MOA Final Decision<br/> Officer Election Process: Board Nominating Committee<br/> Recognition of Departing School Board Members</p>                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                            |



# INTERMEDIATE DISTRICT 287

## December 10, 2015

### SCHOOL BOARD CALENDAR

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#### December 2015

|    |          |                                                 |        |          |
|----|----------|-------------------------------------------------|--------|----------|
| 08 | Tuesday  | Get on the Bus: South Education Center & HTC-EP | 8:30AM | DSC      |
| 10 | Thursday | General Board Meeting                           | 6:30PM | Board Rm |

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#### TENTATIVE 2016 DATES

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#### January 2016

|    |          |                                           |        |          |
|----|----------|-------------------------------------------|--------|----------|
| 11 | Monday   | Legislative and Educational Leaders Event | 9:30AM | NEC      |
| 12 | Tuesday  | Local 2209/Board Breakfast                | 7:00AM | DSC      |
| 14 | Thursday | General Board Meeting                     | 6:30PM | Board Rm |
| 28 | Thursday | General Board Meeting                     | 6:30PM | Board Rm |

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#### February 2016

|    |          |                       |        |          |
|----|----------|-----------------------|--------|----------|
| 11 | Thursday | General Board Meeting | 6:30PM | Board Rm |
| 23 | Tuesday  | Get on the Bus: TBN   | 8:30AM | DSC      |
| 25 | Thursday | General Board Meeting | 6:30PM | Board Rm |

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#### March 2016

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

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#### April 2016

|    |          |                       |        |          |
|----|----------|-----------------------|--------|----------|
| 14 | Thursday | General Board Meeting | 6:30PM | Board Rm |
|----|----------|-----------------------|--------|----------|

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#### May 2016

|    |          |                            |        |          |
|----|----------|----------------------------|--------|----------|
| 12 | Thursday | General Board Meeting      | 6:30PM | Board Rm |
| 15 | Tuesday  | Local 2209/Board Breakfast | 7:00AM | DSC      |
| 26 | Thursday | General Board Meeting      | 6:30PM | Board Rm |

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#### June 2016

|    |          |                                               |         |          |
|----|----------|-----------------------------------------------|---------|----------|
| 06 | Monday   | North Education Center Graduation             | 1:00PM  | NEC      |
| 06 | Monday   | North Education Center Elementary Graduation  | 10:30AM | NEC      |
| 06 | Monday   | North Education Center Alternative Graduation | 6:00PM  | NEC      |
| 09 | Thursday | General Board Meeting                         | 6:30PM  | Board Rm |
| 23 | Thursday | General Board Meeting                         | 6:30PM  | Board Rm |

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#### July 2016

No Meeting

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#### August 2016

|    |          |                       |        |          |
|----|----------|-----------------------|--------|----------|
| 25 | Thursday | General Board Meeting | 6:30PM | Board Rm |
|----|----------|-----------------------|--------|----------|

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#### September 2016

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

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October 2016

|    |          |                       |        |          |
|----|----------|-----------------------|--------|----------|
| 13 | Thursday | General Board Meeting | 6:30PM | Board Rm |
| 27 | Thursday | General Board Meeting | 6:30PM | Board Rm |

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November 2016

|    |          |                       |        |          |
|----|----------|-----------------------|--------|----------|
| 10 | Thursday | General Board Meeting | 6:30PM | Board Rm |
|----|----------|-----------------------|--------|----------|

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December 2016

|    |          |                       |        |          |
|----|----------|-----------------------|--------|----------|
| 08 | Thursday | General Board Meeting | 6:30PM | Board Rm |
|----|----------|-----------------------|--------|----------|

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◆ General Board Meeting – Date Change

◆ New Event