

Regular
Thursday, March 26, 2009 6:30 PM

Boardroom / Teleconference
1820 Xenium Ln N
Minneapolis, MN 55441-3790

Agenda

1. CALL TO ORDER
2. APPROVAL OF GENERAL MEETING AGENDA
3. OPEN FORUM
4. APPROVAL OF CONSENT AGENDA
5. INSTRUCTIONAL REPORT
6. SUPERINTENDENT'S REPORT
7. ADMINISTRATIVE SERVICES REPORT
 - 7.1. Financial Report - Monthly Finance & ADM Report
 - 7.2. Facilities Report
 - 7.3. Human Resource Report (Closed Session) The school Board may hold a closed meeting to consider strategy for labor negotiations. Minn. Stat. §13D.03
8. BOARD BUSINESS
 - 8.1. Policy Review & Revision
 - 8.2. Board Reports
 - 8.2.1. Chair Report
 - 8.2.2. Get on the Bus Reports
 - 8.2.3. AMSD Report
 - 8.3. District News
 - 8.4. Once Around the Table
9. ADJOURNMENT

**INTERMEDIATE DISTRICT 287
GENERAL MEETING OF THE BOARD
THURSDAY, March 26, 2009
6:30PM @ DSC
AGENDA**

A = Action
R = Roll Call
I = Information
- Page #

1.	CALL TO ORDER	A
2.	APPROVAL OF GENERAL MEETING AGENDA	A-5
3.	OPEN FORUM FOR COMMUNITY COMMENTS	I
4.	APPROVAL OF CONSENT AGENDA	A-16
	4.1 General Board Minutes for March 12, 2009	-6
	4.2 Amended - General Board Minutes for February 12, 2009	-9
	4.3 Routine Human Resource Activities	-12
5.	INSTRUCTIONAL REPORT	
	5.1a Kathryn Bastiansen & Therese Feldmeier present “A Day in the Life at SEC”.....	I
6.	SUPERINTENDENT’S REPORT	
	6.1 Share the Success & Recognitions	
	6.2 Proposed Budget Adjustments: 2009-2010.....	A-19
	Motion recommending approval of Superintendents budget reductions, adjustments and enhancements to the 2009-2010 Budget.	
	Budget Reductions & Investments Proposal for 2009-10	-17
	Proposed Budget Adjustment FY09	-18
	Rationale for Network Engineer Memo 3-26-09	-20
	Rationale for IT Specialist Memo 3-26-09	-22
	6.3 Intermediate District 287 2009 Fact Sheet.....	I-23
7.	ADMINISTRATIVE SERVICES REPORTS	
	7.1 Financial Report	
	7.1a Routine Monthly Finance & ADM Activities Report.....	A-33
	Janet Johnson will provide an overview of the monthly finance report.	-23
	7.2 Facilities Report	
	7.2a Approval of DSC Center HVAC Modifications.....	A-36
	Motion recommending approval to award contract to UHL Company to modify ductwork to the current HVAC system at the DSC at a cost of \$31,180.00.	

7.2b Approval of DSC Center HVAC Installation.....A-37
 Motion recommending approval to award contract to UHL
 Company to install a building automation control system to the
 current HVAC system at the DSC at a cost of \$75,280.00.

District Service Center HVAC Modifications Memo -34

7.2c Long-Term Facility Recommendation.....I-38
 ▪ Who are the students served in north area facilities?
 ▪ Who are the non-members students in the north area?
 ▪ Comparison Information – Re: Overview of the age of school buildings in
 287 membership area.

7.3 Human Resource Report – (Closed Session) -72

The school Board may hold a closed meeting to consider strategy for labor
 negotiations. Minn. Stat. §13D.03

8. BOARD BUSINESS

8.1 Policy Review & Revision - None

8.2 Board Reports I
 8.2a Chair Report..... I
 8.2a.1 Board Union Breakfast I
 8.2b Get on the Bus.....I-77
 8.2b.1 South Education Center (Peyton)..... I
 8.2b.3 Hosterman/HTC North Campus (Peyton)..... I
 8.2c AMSD Report (Ann Bremer)..... I

8.3 District News I
 8.3a March Calendar.....I-78
 8.3b Professional Learning Opportunities (March 27, 2009).....I-81
 8.3c Local 2209 Uniflier.....I-89

8.4 Once around the Table I

9. ADJOURNMENT A

Recommended Action: Board Chair calls meeting adjourned @ _____ PM

**INTERMEDIATE DISTRICT 287
PLYMOUTH, MN**

BOARD OF EDUCATION

Regular Meeting – March 26, 2009

Agenda Section: APPROVAL OF GENERAL MEETING AGENDA

Item: 2.

Presented by: Superintendent Lewandowski

The general meeting agenda is presented for full Board Approval.

Recommended Action: The Board approve the agenda as presented.

Motion by:

Second by:

Vote: Passed _____ Failed _____

DISTRICT 287 REGULAR BOARD MEETING
Intermediate District 287
March 12, 2009
MINUTES

1. CALL TO ORDER

Chair Linda Johnson called the regular board meeting to order at 5:42PM in the District Service Center Boardroom. A quorum was declared with the following members in attendance:

271 Bloomington	Arlene Bush
286 Brooklyn Center	Greg Thielsen
270 Hopkins	Sally Johnson
272 Eden Prairie	Barbara Gabbert
276 Minnetonka	Don Draayer
278 Orono	Michèle Kunz
279 Osseo	Steven Antolak
280 Richfield	Nancy Rowley
281 Robbinsdale	Linda Johnson
283 St. Louis Park	Pam Rykken
284 Wayzata	Carter Peterson
277 Westonka	Ann Bremer

Absent: 273/Robb

Guests:

287 Administration: Sandra Lewandowski, Jane Holmberg, Laura Keller-Gautsch, Lee Palmer, Tom Shultz & Wauneen Mgeni

287 Staff Members: Jon Voss, Pamela Schroeder, Bruce Mulder, Benita Oliver, and Becky Schmieg

2. APPROVAL OF GENERAL MEETING AGENDA

The general meeting agenda was presented for approval. *Motion by Barbara Gabbert, seconded by Nancy Rowley, to approve the meeting agenda. All in favor. Motion carried.*

3. LABOR NEGOTIATION STRATEGY (Closed Session)

Motion by Ann Bremer, seconded by Michèle Kunz, to suspend the Regular Board Meeting for a closed session to discuss Labor Negotiation Strategy. All in favor. Motion carried.

The Regular Board Meeting was suspended at 5:42PM. The Regular Board Meeting was reconvened at 6:40PM

4. OPEN FORUM, OPPORTUNITY FOR COMMUNITY INPUT (COMMENTS) – None

5. ADOPTION OF CONSENT AGENDA

The Consent Agenda was presented for approval. The Consent Agenda included the general meeting minutes from January 22, 2009 and February 12, 2009, and approval of the Personnel Activity Report for February 2009. *A motion was made by Carter Peterson, seconded by Barbara Gabbert, to approve the consent agenda as presented. All in favor. Motion carried.*

6. SUPERINTENDENT'S REPORT

Share the Success and Recognitions

Superintendent Lewandowski explained to the Board that District 287 Linda Rees, Communication Coordinator, will videotape part of the Board meeting for the Spotlight on District 287 DVD.

Superintendent Lewandowski introduced Pamela Schroeder, Destination ImagiNation (DI) Coordinator and Jon Voss, Academic Programs Supervisor. Jon Voss & Pamela Schroeder presented to the Board on Destination ImagiNation (DI). DI is an international program that sponsors academic competitions in which self directed student teams use creative problem solving to design and implement unique solutions to challenges to which they present at tournament competition. Board members requested information from Pam and Jon on DI website.

Superintendent Lewandowski updated the Board on Federal Stimulus Package; the first analysis indicates that there are not items that are specifically meant for Intermediates in Minnesota. In Minnesota the majority of the money is distributed out via Title I. Intermediates do not get Title I. There is money for Special Education and we are monitoring it very closely. There is money for a one time technology purchases and money for innovation.

Superintendent Lewandowski updated the Board on the Hennepin County District Superintendents meeting held on Monday, March 2, 2009. This was the first meeting of its kind to discuss issues on 1) improving understanding of mental challenges 2) identify opportunities for improved coordination 3) review the County A-GRAD initiatives' priorities 4) commit to working together on common issues.

Superintendent Lewandowski updated the Board on Hennepin County Social Services budget reductions. She shared health and human service cuts that are coming down from Hennepin County will eventually effect school districts.

Superintendent Lewandowski briefly discussed the KSTP data request on legal contracts. District 287 holds the contracts of three attorneys. We have been doing this based on the requests from school districts in the region. While District 287 uses legal services from the attorneys, many other districts do as well.

Superintendent Lewandowski presented to the Board, District 287 "Efficiency Efforts". Superintendent Lewandowski invited Laura Keller-Gautsch, Executive Director of Special Education, to briefly discuss the "Six-Year Ratio Comparisons for Licensed and Non Licensed Staff". She applauded administration and staff for their efforts to become increasingly efficient.

Superintendent Lewandowski announced that Jane Holmberg, Executive Director of Teaching and Learning, was awarded MASA Central Office Administrator of the Year.

Superintendent Lewandowski announced that the new C-Train Program at the South Education Center (SEC) has been awarded the Local Government Innovations Award by the Nonprofit Leadership Center at the Humphrey Institute.

Superintendent Lewandowski announced that Chair Linda Johnson received the MINSPPRA Communicator of the Year Award.

7. INSTRUCTIONAL REPORT

Superintendent Lewandowski introduced Jane Holmberg, Executive Director of Teaching and Learning, and Laura Keller-Gautsch, Executive Director of Special Education, to present the Program Review of Planning Projections for FY10. Jane and Laura presented to the Board preliminary district projections, 2009-2010 program and service planning numbers, enrollment trends and eight year Special Ed actual ADM analysis.

8. ADMINISTRATIVE SERVICES REPORT

Financial Report

Superintendent Lewandowski described the monthly financial report for February 2009. *A motion was made by Greg Thielsen, and seconded by Arlene Bush, to approve the Financial Monthly Report as presented. All in favor. No Discussion. Motion carried.*

Facilities Report

Tom Shultz, Facilities Administrator, provided an overview of the monthly South Educational Center (SEC) change orders. *A motion was made by Carter Peterson, and seconded by Arlene Bush, to approve the SEC February 2009 Change Orders as presented. All in favor. No Discussion. Motion carried.*

Tom Shultz, Facilities Administrator, gave a recommendation to the Board to upgrade wall surfaces at the District Service Center (DSC). *A motion was made by Steve Antolak, and seconded by Ann Bremer, to approve the Upgrade Wall Surfaces at the DSC as presented. All in favor. No Discussion. Motion carried.*

Human Resource Report

W. Lee Palmer, Director of Human Resources, presented an overview on the operational Human Resource items.

A resolution was presented to the board for approval. *Resolution motion by Nancy Rowley, seconded by Michèle Kunz, to waive the reading of the resolution and approved the proposed resolution directing the administration to make recommendations for reductions in program and positions(ULAs). The following voted in favor of the resolution:*

Antolak, Bremer, Bush, Draayer, Gabbert, L Johnson, S Johnson, Kunz, Peterson, Robb, Rowley and Thielsen. The resolution passed.

9. BOARD BUSINESS

Chair Report

Chair Johnson briefly discussed the Union 2209 & Board Member Breakfast on February 24th. The next scheduled meeting is Tuesday, March 24, 2009 at 7:00am.

Chair Johnson announced the Board compensation will be paid twice a month on the 15th and 31st of each month, starting April 2009.

Don Draayer & Michèle Kunz briefly discussed “Get on the Bus” tour visit to Edgewood, North Vista, Northwest Tech Center, Prairie Center Alternative, City West Academy, and Bren Road.

Policy Review & Revision

Student Rights & Responsibilities (SRR) policies have been reviewed and were being presented for a second read: SRR100 (Goals), SRR140 (Student Conduct and Discipline) and SRR200 (Student Apparel). *A motion was made by Don Draayer, seconded by Steve Antolak, to approve the SRR100 (Goals); SRR140 (Student Conduct and Discipline) and SRR200 (Student Apparel) as presented. No further discussion. Motion passed unanimously.*

Organization Representative Report - None

District News

Chair Linda Johnson announced the Cultural Diversity Festival scheduled for Friday, March 13, 2009.

Once Around the Table

- Arlene Bush
- Greg Thielsen – Brooklyn Center District is working hard on becoming a full services community school district.
- Sally Johnson – Starting negotiations in our district.
- Don Draayer - Thank Wauneen for getting the materials to him.
- Michèle Kunz – Will be in Korea for two weeks visiting my daughter. Thanked Tom for the giving her group at tour of SEC.
- Steven Antolak – going to the NSBA conference next month.
- Nancy Rowley – Requested legislative bill information from Greg Thielsen.
- Chair Linda Johnson
- Pam Rykken
- Ann Bremer
- Sandra Lewandowski – Thanked the Board for the kind cards and wonderful flowers.
- Wauneen Mgeni

10. ADJOURNMENT

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

The next general meeting will be held on March 26, 2009 at 6:30PM in the DSC Board Room.

Submitted by Wauneen Mgeni
Secretary to the Board

Signed: Chair _____ Chair Clerk _____

Date _____ Date _____

DISTRICT 287 REGULAR BOARD MEETING
Intermediate District 287
February 12, 2009
MINUTES

1. CALL TO ORDER

Chair Linda Johnson called the regular Board meeting to order at 6:34PM in the District Service Center boardroom. A quorum was declared with the following members in attendance:

271 Bloomington	Arlene Bush
286 Brooklyn Center	Greg Thielsen
272 Eden Prairie	Barbara Gabbert
273 Edina	Peyton Robb
270 Hopkins	Sally Johnson
276 Minnetonka	Don Draayer
278 Orono	Michèle Kunz
279 Osseo	Steven Antolak
280 Richfield	Nancy Rowley
281 Robbinsdale	Linda Johnson
284 Wayzata	Carter Peterson
277 Westonka	Ann Bremer

Absent: 283/P. Rykken

Guests: None

287 Administration: Sandra Lewandowski, Colleen Baumtrog, Jane Holmberg, Janet Johnson, Tom Shultz and Wauneen Mgeni

287 Staff Members: None

2. APPROVAL OF GENERAL MEETING AGENDA

The general meeting agenda was presented for approval. *Motion by Don Draayer, seconded by Arlene Bush, to approve the meeting agenda. All in favor. Motion carried.*

3. OPEN FORUM, OPPORTUNITY FOR COMMUNITY INPUT (COMMENTS) – None**4. ADOPTION OF CONSENT AGENDA**

The Consent Agenda was presented for approval. The Consent Agenda included the General Meeting minutes from January 8, 2008 and Annual Organizational Board Meeting minutes. *A motion was made by Steve Antolak, seconded by Peyton Robb, to approve the consent agenda as presented. All in favor. Motion carried.*

5. SUPERINTENDENT'S REPORT**Share the Success and Recognitions**

Superintendent Lewandowski recognized Intermediate District 287 School Board members with a Proclamation and Certificate for School Board Recognition week. The display has been changed in honor of School Board Recognition week.

Superintendent Lewandowski recommended changing the process of Spot Light on Student Success this year, by producing a 3 minute video on Intermediate District 287 student success.

Superintendent Lewandowski briefly discussed the 2009 Engineering Excellence Awards event. Michèle Kunz and Peyton Robb stated that it was a very informative event and Intermediate District 287 was the only school district presented with such an award.

Superintendent Lewandowski briefly discussed meeting with all 13 member districts regarding the Strategic Plan and the program planning for the 2009-2010 school year.

Superintendent Lewandowski addressed the Board with an update on the Q-Comp bill that is in the Senate.

6. INSTRUCTIONAL REPORT - None**7. ADMINISTRATIVE SERVICES REPORT****Financial Report**

Janet Johnson, Finance Director, provided an overview of the Fiscal Year 09 Budget Revision. *A motion was made by Barbara Gabbert, seconded by Nancy Rowley, to approve the Fiscal Year 09 Budget Revision as presented. All in favor. Motion carried to include a July 1 beginning fund balance of \$5,493,441 (including total government funds); total revenue for the revised FY09 budget is \$70,920,013; total expenditures are \$69,989,999, for a total projected fund balance of \$6,423,455 on June 30, 2009. No discussion. Motion carried unanimously.*

Janet Johnson, Finance Director, provided an overview of the Fiscal Year 10 Budget Assumptions. *A motion was made by Ann Bremer, seconded by Greg Thielsen, to approve the Fiscal Year 10 Budget Assumptions as presented. No discussion. All in favor. Motion carried.*

Facilities Report

Tom Shultz, Facilities Director, briefly discussed the recommendation for the Purchase and Installation of Exterior Cameras at South Education Center (SEC). *A motion was made by Carter Peterson, seconded by Barbara Gabbert, to approve the Purchase and Installation of Exterior Cameras at SEC proposal as presented. All in favor. Motion carried.*

Superintendent Lewandowski introduced Colleen Baumtrog, Executive Director of Administrative Services; Janet Johnson, Director of Finance; and Tom Shultz, Facilities Administrator. The group presented on “North Area Facilities Possibilities.” The presentation proposes Board Members consider: 1) short term lease renewals and 2) program and facilities options for the North Area.

8. BOARD BUSINESS**Chair Report**

Chair Linda Johnson announced an annual calendar of events. There will be a printer available in the boardroom for Board members use. Board Officers have a breakfast meeting set up with 2209 Teachers Union on February 24th. The next meeting will be open to all Board members to attend.

Chair Linda Johnson requested to move the “Get on the Bus” report to the February 26th General Board meeting. The last “Get on the Bus” tour is scheduled for Thursday, February 19th.

Ann Bremer reported to the Board regarding the January 26th AMSD conference. It was very impressive with outstanding workshops/speakers. Michèle Kunz informed the Board regarding two presentations on the MSBA website that can be viewed online until the end of February. The presentations are Jason Ryan Dorsey, “The Gen Y Guy” and Wavelength, “Communication through Comedy”.

Policy Review & Revision

Superintendent Lewandowski introduced Anne Becker, District 287 Counsel. Anne Becker presented an overview of the Student Rights & Responsibilities (SRR) policies for a first read. Student Rights & Responsibilities (SRR) policies reviewed and presented for a first read: SRR100 (Goals); SRR140 (Student Conduct and Discipline) and SRR200 (Student Apparel).

Anne Becker addressed questions from the Board regarding the Technology Acceptable Use and Safety Policy.

Organization Representative Report

Peyton Robb gave a brief update on AMSD.

District News

Chair Linda Johnson briefly discussed the Local 2209 Uniflier newsletter.

Once Around the Table

- Chair Linda Johnson - please remember to stop by to view the display in honor of Board Recognition week.
- Arlene Bush - No report
- Greg Thielsen - No report
- Peyton Robb - Briefly discussed the “GRAD”
- Sally Johnson - Misses the Special Ed sub-committee
- Don Draayer - Timeline of Board minutes
- Michèle Kunz - No report
- Steven Antolak - No report
- Nancy Rowley - No report
- Barbara Gabbert - No report
- Carter Peterson - No report
- Ann Bremer - Watch for our Hilltop teachers on the “Biggest Loser”
- Sandra Lewandowski - No report
- Wauneen Mgeni - No report.
- Jane Holmberg - No report
- Janet Johnson - Please stop by to see our award
- Tom Shultz - No report
- Colleen Baumtrog - No report

9. ADJOURNMENT

Motion by Ann Bremer, seconded by Michèle Kunz, to adjourn the meeting. Meeting adjourned at 9:42PM. The next general meeting will be held on February 26, 2009 at 6:30PM 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 – MARCH 2009**

LICENSED STAFF

1. New Hires:

A. Regular

- RAINBOW ESPINOSA, ELL Instructor at Epsilon, **additional position due to increased enrollment**, effective March 9, 2009, BA+45, Step 1.
- BETH R. HAMILTON, EBD Instructor at CIP @ Hosterman Education Center, **additional position due to increased enrollment**, effective February 19, 2009, BA+45, Step 10.

B. Reinstatement of Licensure Waivers

-

C. Temporary

- CARIANNE E. ANDERSON, Social Studies Instructor at South Education Center, effective April 14, 2009 through June 10, 2009.
- JENNIFER T. BORNES, Independent Studies Social Studies Instructor at Westonka High School, effective March 9, 2009 through June 30, 2009.
- DARLENE K. LEIMER, Online Business Instructor effective September 15, 2008 through June 15, 2009.*

D. Substitutes

-

2. Extended Leaves of Absence:

A. Unpaid

- NICHOLE R. DEHAVEN, Instructor EBD at Hosterman Education Center, 1.0 FTE for the 2009-10 school year.
- KIMBERLY DOTY, Program Facilitator at Northwest Tech Center, .2 FTE for the 2009-10 school year.
- KRISTIN A. GUSTAFSON, School Psychologist at Hosterman Education Center, .2 FTE for the 2009-10 school year.
- MARY K. HANAGAN, Speech Language Pathologist at the District Service Center, .1 FTE for the 2009-10 school year.
- TYONE LaDOUCEUR, Occupational Therapist at the District Service Center, .1 FTE for the 2009-10 school year.
- MELANIE LEITE-CARROLL, Physical Therapist at the District Service Center, .2 FTE for the 2009-10 school year.

- DIANE M. LINDE, Speech Language Pathologist at Hosterman Education Center, .1 FTE for the 2009-10 school year.
- BARBARA LYNCH, Physical Therapist at the District Service Center, .2 FTE for the 2009-10 school year.
- MARGARET R. OLIVER, Instructor Deaf/Hard of Hearing at the District Service Center, .1 FTE for the 2009-10 school year.
- AMY PARIZEK, Instructor Deaf/Hard of Hearing at the District Service Center, 1.0 FTE for the 2009-10 school year.
- MARY W. PETERSON, Social Worker at Hosterman Education Center, .2 FTE for the 2009-10 school year.
- JUDI MARIE RINGE, Special Education Program Supervisor at Northwest Tech Center, .2 FTE for the 2009-10 school year.
- MARY L. SAVONA, Speech Language Pathologist at South Education Center, 1.0 FTE for the 2009-10, 2010-11, and 2011-12 school years.
- JENNIER L. SCHMITZ, Audiologist at the District Service Center, .05 FTE for the 2009-10 school year.
- SUSAN SPIELMANN, DCD Instructor at Hosterman Education Center, .2 FTE for the 2009-10 school year.
- MARCIA A. THOMPSON, Instructor Vision at the District Service Center, .2 FTE for the 2009-10 school year.
- MARGARET S. TOONEN, Speech Language Pathologist at Phase North, .2 FTE for the 2009-10 school year.
- PATRICIA A. WISCHNEWSKI, Work Experience Coordinator at Prairie Center Alternative, .2 FTE for the 2009-10 school year.
- GEORGEANN H. WOBSCHALL, DCD Instructor at Phase North @ Edgewood Education Center, .2 FTE for the 2009-10 school year.

3. Separations:

A. Dismissal

-

B. Resignation

- DEL K. BOSACKER, Instructor Mentor Connection at the District Service Center, effective June 10, 2009.
- CONNIE L. LEWIS, Instructor Mentor Connection at the District Service Center, effective June 10, 2009.

C. Retirement (Regular/Disability)

-

4. Other:

A.

* Indicates delay due to background check

** Indicates delay due to approval of Community Expert Request/license.

NON-LICENSED STAFF:

1. New Hires:

A. Regular

- BRIAN BURNS, Education Assistant at FOCUS Edgewood Education Center **additional position due to increased enrollment**, effective February 18, 2009 Step 11 Lane 5 +BA - .875 FTE.
- TIMOTHY LOYD, Education Assistant at Edgewood Education Center, **additional position due to increased enrollment**, effective February 17, 2009 Step 11 Lane 3 +30 credits - .875 FTE.
- BENJAMIN STANIFORTH, Education Assistant at CIP Hosterman Education Center, **additional position due to increased enrollment**, effective March 4, 2009 Step 5 Lane 5 +BA - .875 FTE.
- ANDERS HANSON, Education Assistant at Options Hosterman Education Center, **refill for M. Tenner**, effective March 4, 2009 Step 2 Lane 5 +BA - .875 FTE.

B. Temporary

-

C. Substitutes

- Cara Meyer
- Judith Marhula

2. Extended Leaves of Absence:

A. Unpaid

- LINDA HOLMBERG, Education Assistant at InVEST Middle, .125 FTE effective for the 2009-10 school year.
- BEVERLY KRUEGER, Education Assistant at Vector Low Incidence North, .05 FTE for the 2009-10 school year.

- KAREN FIX, Education Assistant at Hosterman Elementary, .125 FTE for the 2009-10 school year.
- GRAYCE GROHOVSKY, Education Assistant at Vector South, .2 FTE for the 2009-10 school year.
- GWEN LEHRKE, Education Assistant at Vector North, .1 FTE for the 2009-10 school year.
- ANNETTE SCHUMM, Education Assistant at Vector Low Incidence South, .2 FTE for the 2009-10 school year.
- LAURA BJORLIN, Interpreter for Itinerant Services, .4 FTE for the 2009-10 school year.
- LISA DONLEY, Interpreter for Itinerant Services, .4 FTE for the 2009-10 school year.
- KELLY GRIESBACH, Education Assistant at Intersect, 1.0 FTE for the 2009-10 school year.
- DONNA STRUB, Education Assistant at Intersect, .2 FTE for the 2009-10 school year.
- KAREN O'SULLIVAN, Clerical at the District Service Center, .2 FTE for the 2009-10 school year.
- HEATHER HENNING, Education Assistant at SUN Hosterman Education Center, .875 FTE effective March 13, 2009 through June 5, 2009.

3. Separations:

A. Dismissal

-

B. Resignation

-

C. Retirement (Regular/Disability)

- DARLENE MCGOWAN, Clerical at the District Service Center, effective March 31, 2009.

4. Other:

A.

*Indicates delay due to background check

INTERMEDIATE DISTRICT 287
PLYMOUTH, MN
BOARD OF EDUCATION

Regular Meeting – March 26, 2009

Agenda Section: APPROVAL OF CONSENT AGENDA

Item: 4

Presented by: Board Chair

- 4.1 General Board Meeting Minutes from March 12, 2009
- 4.2 Amended - General Board Meeting Minutes from February 12, 2009
- 4.3 Routine Human Resource Activity March 2009

Recommended Action: The Board approve the Consent Agenda items as presented.

Motion by:

Second by:

Vote: Passed _____ Failed _____

INTERMEDIATE DISTRICT 287

INTER-OFFICE MEMORANDUM

TO: Sandra Lewandowski, Superintendent

FROM: W. Lee Palmer, Director of Human Resources
Chad Maxa, IT Manager

DATE: March 26, 2009

SUBJECT: Establishment of Network Engineer Position

Network Engineer Position

This is to request the establishment of a network engineer position within the IT Department. This position is an integral component in maintaining a highly available, stable and secure technology environment for students and staff. This is a critical role that is best fulfilled by a 287 employee who is dedicated to our organization.

Rationale

We are requesting that a new position, titled "Network Engineer", be added to the IT Department in the Administrative Services Division. This position will manage all technical operations of our infrastructure, and will serve as the technical lead for all site-based support analysts. Currently all of the design, engineering and maintenance work related to the District's technology infrastructure are outsourced to Netrix, but if this position is approved, it would have the overall responsibility of managing any outsourced work related to our technology infrastructure.

HR Review

This position has been reviewed by the Human Resources Department. A job description has been developed and reviewed by the District's pay equity consultants who have recommended placement in Salary Grade 5 of the Unaffiliated Employees pay plan.

Summary

We are requesting that a new position of Network Engineer, Salary Grade 5, \$58,170.80 - \$77,046.24 plus benefits, be approved. This position would have the overall responsibility of managing the District's infrastructure, in a concerted effort to achieve the highest levels of system availability, performance and security. Funding for this position will come from a reduction of the Netrix IT contract, which will offset the costs of hiring our own engineer. If the Board approves this request, the goal is to have this position filled by June 1, 2009 to allow one month for knowledge transfer from Netrix engineering staff to the new hire.

Your approval of this position is respectfully requested.

INTERMEDIATE DISTRICT 287

INTER-OFFICE MEMORANDUM

TO: Sandra Lewandowski, Superintendent

FROM: W. Lee Palmer, Director of Human Resources
Chad Maxa, IT Manager

DATE: March 26, 2009

SUBJECT: Establishment of Information Technology Specialist Position

Information Technology Specialist Position

This is to request the establishment of an Information Technology Specialist position within the IT Department. This new position is aligned with the technology needs of staff and students at our sites, and will give the District a stronger backbone in technology support as we move forward with our strategic plan. This position is ultimately responsible for coordinating the resolution of all technical issues for their site(s), as well as ensuring that staff and student technology needs are being met.

Rationale

We are requesting that a new position, titled "IT Specialist", be added to the Administrative Services Division. This position will essentially replace our current Educational Assistant – Computer Technician position. Not only will this new position make it easier to attract skilled applicants as openings arise, it will also give the District more of an opportunity to retain valuable employees instead of losing them to higher paying opportunities for similar types of positions. Additionally, by moving this position to the unaffiliated group we will gain the ability to have site technology staff on hand all year instead of just student contact days. This grants us the ability to implement proper technology planning and more proactive technology measures during the summer.

HR Review

This position has been reviewed by the Human Resources Department. A job description has been developed and reviewed by the District's pay equity consultants who have recommended placement in Salary Grade 1 of the \$40,752.49 - \$53,532.11 Unaffiliated Employees pay plan.

Summary

We are requesting that a new position of IT Specialist, Salary Grade 1, \$40,752.49 - \$53,532.11 plus benefits, be approved. This position would ultimately be responsible for ensuring that technology at their respective site(s) is fully functional, and that all technology needs are being met for both staff and students. If the Board approves this request, the openings would be filled after July 1, 2009 and be included in the FY10 original budget. It is anticipated that there will be five IT Specialist openings for FY10, which would equate to a total increase of \$60,000 if this proposal is accepted.

Your approval of this position is respectfully requested.

Intermediate District 287

Responsive. Innovative. Solutions.

1820 Xenium Lane North

Plymouth, MN 55441

www.district287.org

Background

Intermediate District 287, one of three intermediate districts in the state, was founded in 1967 by a group of school districts seeking to provide students with vocational education. Since then, District 287 has grown to serve more than 10,000 students annually in the areas of special education, gifted education, area learning centers, career tech programs, and online learning.

Its 13 member districts represent a combined enrollment of more than 100,000 students and include Bloomington, Brooklyn Center, Eden Prairie, Edina, Hopkins, Minnetonka, Orono, Osseo, Richfield, Robbinsdale, St. Louis Park, Wayzata and Westonka.

Sharing staff and resources is a cost-effective way for District 287's member districts to provide highly specialized educational programs to students, families and school districts.

How District 287 is different from other school districts

District 287 offers more than 120 educational programs and services to school districts in Minnesota with an emphasis on meeting the needs of its member districts in the west metro area of Twin Cities. For some services, students are referred by their district of residence. For others, students and parents can choose to enroll directly. In addition to student services, District 287 offers a variety of other educational services such as legal services, staff development, conference center, testing and assessment services, student accounting and billing services.

How District 287 is funded

District 287 operates on a fee for service basis. Revenue to fund student services is generated by tuition billing. District 287 manages a \$70 million budget.

Students Served by District 287

Area Learning Center	2,904
Career Tech	791
Gifted Education	1,283
Mentor Program	74
Northern Star Online	821
Special Education	3,489
World Languages	876

Total headcount includes part-time and full-time students. **10,238**

Number of MN districts served – student services and programs **105**

Number of MN districts served – both staff and student services **138**

Facilities/Schools Operated **14**

Includes both owned and leased sites.

Employees **779**

Percent of licensed staff with a Master's Degree or above **63**

Because the services provided are often individualized for students' needs, District 287 employees are highly trained with expertise in very specific areas and specialized settings.

Source: Intermediate District 287, 2007-08 data.

INTERMEDIATE DISTRICT 287

Partner in Education

DATE: March 17, 2009
TO: Members of the School Board
FROM: Janet A. Johnson, Director of Finance
RE: Budget Report for the Month Ending **February 28, 2009**
(Excluding S.E.C.)

The **February** Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds (excluding the SEC building project) totals \$42,641,078, or 60.1% of the revenue **Revised** budget of \$70,920,013. Year-to-date expenditures, plus encumbrances in all funds (excluding the SEC building project), total \$39,941,929 or 57.1% of the expenditure **Revised** Budget of \$69,989,999.

The reports show actual amounts (Revenue on one sheet and Expenditures on the other), and their percentage of budget. Budget revision work was in progress over the January 31 month-end time period. Therefore, the amounts in the Revised Budget column on these reports have changed from the Original Budget but do not reflect the completed Revised Budget amounts being recommended for adoption. Additional detail is available on request.

DDA:tw/

Attachments.

STATEMENT OF REVENUE

DIST 287 Intermediate District 287

ACCOUNTING PERIOD 02/01/09 TO 02/28/09

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 51-999
 INCLUDE/EXCLUDES: EXL FD 11 11

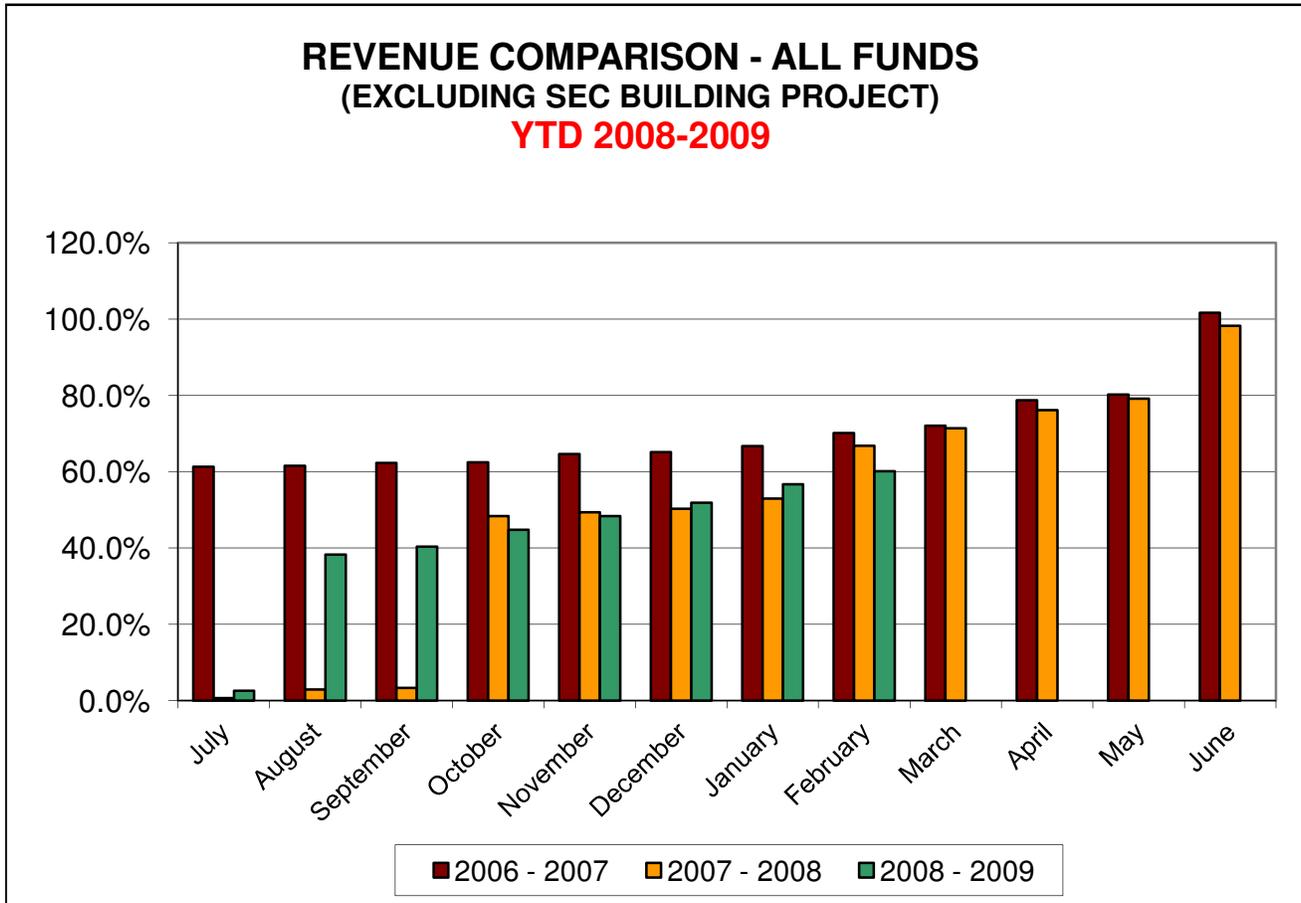
FD 01	PRIOR YEAR ACTUAL	< REVISED BUDGET	FISCAL YEAR 200807		REMAINING ON 02/28/09	PERCENT REMAINING
			02/01/09 02/28/09	RECEIVED THRU 02/28/09		
01 GENERAL FUND	45,173,955.42	19,160,599	28,849.57-	10,128,700.63	9,031,898.37	47.13 %
02 FOOD SERVICE FUND	228,632.61	308,193	19,671.54	53,693.97	254,499.03	82.57 %
04 COMMUNITY SERVICE FUND	235,167.53	279,057	17,040.65	151,377.81	127,679.19	45.75 %
06 BUILDING CONSTRUCTION FUND	4,928.28	0	0.00	0.00	0.00	0.00 %
09 AGENCY FUND - FLEX FUND	310,011.45	0	22,480.02	150,085.54	150,085.54-	0.00 %
10 BREN ROAD	30,699.60-	0	0.00	0.00	0.00	0.00 %
12 ALC-ACADEMIC	7,303,131.75	6,771,072	282,341.92	4,927,675.62	1,843,396.38	27.22 %
13 CAREER & TECH	2,129,516.55	2,170,353	27.00	1,755,923.67	414,429.33	19.09 %
14 SPECIAL EDUCATION	4,511,248.30	42,201,939	1,920,747.24	24,914,123.72	17,287,815.28	40.96 %
20 INTERNAL SERVICE FUND	435,300.08	0	0.00	238,667.72	238,667.72-	0.00 %
30 KEYSTONE ITD	609,070.63	0	184,780.80	308,770.00	308,770.00-	0.00 %
51 STUDENT CLUBS	36,892.25	28,800	2,208.13	12,059.17	16,740.83	58.12 %
*** REPORT TOTALS:	60,947,155.25	70,920,013	2,420,447.73	42,641,077.85	28,278,935.15	39.87 %

DISTRICT 287

REVENUE COMPARISON - ALL FUNDS EXCLUDING SEC BUILDING PROJECT

Month	2006 - 2007		2007 - 2008		2008 - 2009	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	36,053,298	61.3%	400,609	0.6%	1,848,739	2.6%
August	166,955	61.5%	1,432,190	3.0%	25,269,197	38.2%
September	434,240	62.3%	235,664	3.3%	1,488,574	40.3%
October	122,538	62.5%	27,973,935	48.4%	3,156,289	44.8%
November	1,272,509	64.7%	612,106	49.4%	2,534,489	48.4%
December	256,506	65.1%	542,422	50.3%	2,467,467	51.8%
January	929,632	66.7%	1,662,562	52.9%	3,455,875	56.7%
February	2,055,936	70.2%	8,585,201	66.8%	2,420,448	60.1%
March	1,115,190	72.1%	2,880,213	71.4%		
April	3,918,482	78.7%	2,946,944	76.2%		
May	907,577	80.3%	1,848,504	79.1%		
June	12,572,267	101.6%	11,826,805	98.2%		
TOTAL	59,803,254	101.6%	60,947,155	98.2%	42,641,078	60.1%
BUDGET	58,848,404		62,060,730		70,920,013	

Note: while the total budget reflects an increase of 12%, the majority of that, 7.5%, is attributable to new revenue and expenditures related to the GRO grant, Safe Schools and the first year of principal and interest payments for the South Education Center.



REPORT: EXPREV 007 EXPENDITURE SUMMARY BY FUND - Board Rept
 STATEMENT OF EXPENDITURES
 DIST 287 Intermediate District 287 ACCOUNTING PERIOD 02/01/09 TO 02/28/09

RUN: TUE 031709 11:25 PAGE 1

ACCT STATUS: All Account Statuses ACCOUNT RANGES: 01 TO 51-999
 ZERO BALANCES: Suppress Zero Balances INCLUDE/EXCLUDES: EXL FD 11 11
 SORTED BY: ACCOUNT FD
 SUBTOTALLED BY: ACCOUNT FD
 SERIES TOTALS: <None Selected>
 PAGE BREAK ON: <None Selected>

FD	PRIOR YEAR ACTUAL	REVISED BUDGET	02/01/09 02/28/09	FISCAL YEAR 200807 EXPENDED THRU 02/28/09	ENCUMBERED THRU 02/28/09	REMAINING ON 02/28/09	PERCENT REMAINING
01 GENERAL FUND	14,919,971.31	18,687,813	1,105,820.53	11,174,907.87	1,855,344.83	5,657,560.30	30.27 %
02 FOOD SERVICE	228,632.61	308,193	20,747.61	162,124.48	93,761.19	52,307.33	16.97 %
04 COMMUNITY SERVICE FUND	228,973.06	277,695	18,541.81	196,880.32	22,625.40	58,189.28	20.95 %
06 BUILDING CONSTRUCTION FUND	81,022.51	0	0.00	0.00		0.00	0.00 %
09 AGENCY FUND - FLEX FUND	320,759.54	0	22,480.02	150,579.11		150,579.11-	0.00 %
10 BREN ROAD EDUC. CENTER	0.00	0	0.00	900.00		900.00-	0.00 %
12 ALC-ACADEMIC	6,623,959.10	7,198,903	697,350.36	4,069,160.15	83,357.85	3,046,385.00	42.31 %
13 CAREER & TECH	1,805,468.00	2,119,238	141,169.12	992,182.27	53,114.92	1,073,940.81	50.67 %
14 SPECIAL EDUCATION	35,227,929.10	41,369,357	3,449,531.71	22,784,420.52	499,873.84	18,085,062.64	43.71 %
20 INTERNAL SERVICE FUND	334,052.37	0	0.00	199,267.67		199,267.67-	0.00 %
30 KEYSTONE IDT	652,472.60	0	0.00	200,000.00		200,000.00-	0.00 %
51 STUDENT CLUBS	34,589.81	28,800	3,408.82	11,506.50	0.01	17,293.49	60.04 %
*** REPORT TOTALS:	60,457,830.01	69,989,999	5,459,049.98	39,941,928.89	2,608,078.04	27,439,992.07	39.20 %

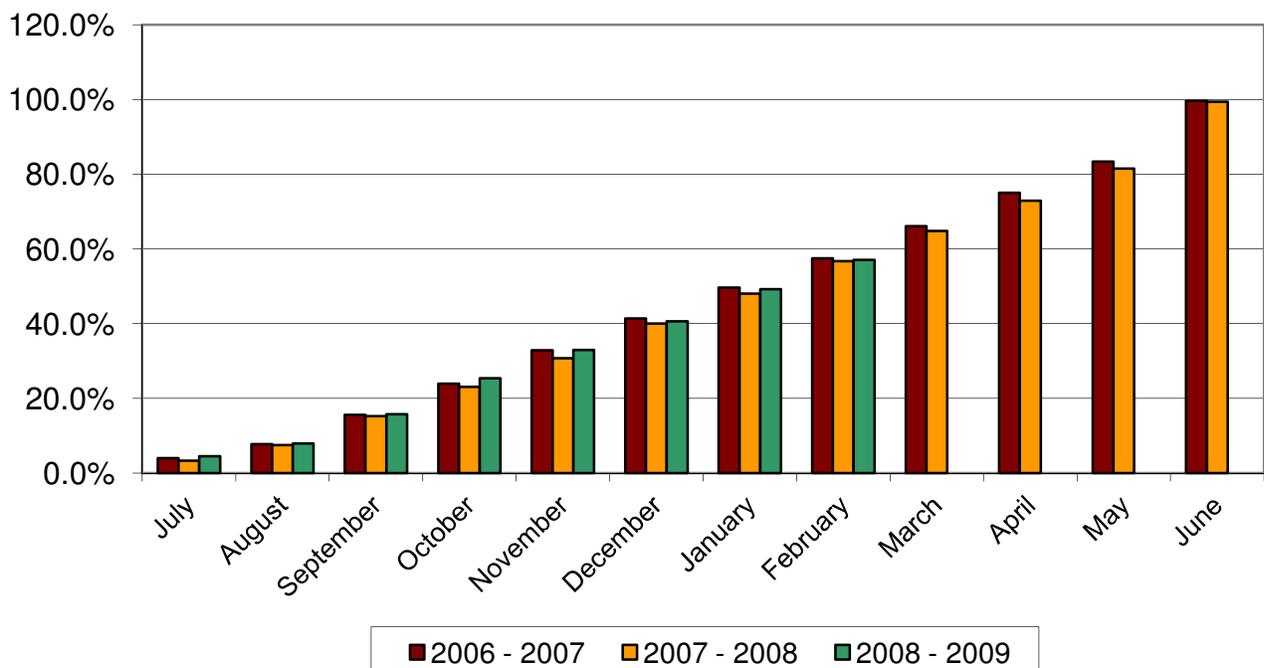
DISTRICT 287

EXPENDITURE COMPARISON - ALL FUNDS EXCLUDING SEC BUILDING PROJECT

Month	2006 - 2007		2007 - 2008		2008 - 2009	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	2,275,248	4.0%	2,008,388	3.3%	3,131,464	4.5%
August	2,129,176	7.7%	2,561,280	7.5%	2,428,763	7.9%
September	4,455,381	15.6%	4,716,139	15.3%	5,457,295	15.7%
October	4,765,384	23.9%	4,726,362	23.0%	6,728,518	25.4%
November	5,122,767	32.9%	4,673,596	30.7%	5,330,730	33.0%
December	4,825,433	41.4%	5,674,687	40.1%	5,361,530	40.6%
January	4,712,584	49.7%	4,836,357	48.0%	6,044,579	49.3%
February	4,480,095	57.5%	5,284,415	56.7%	5,459,050	57.1%
March	4,893,164	66.1%	4,912,859	64.8%		
April	5,084,420	75.0%	4,917,092	72.9%		
May	4,755,608	83.4%	5,233,528	81.5%		
June	9,279,418	99.7%	10,913,129	99.4%		
TOTAL	56,778,676	99.7%	60,457,830	99.4%	39,941,929	57.1%
BUDGET	56,966,196		60,816,267		69,989,999	

Note: while the total budget reflects an increase of 12%, the majority of that, 7.5%, is attributable to new revenue and expenditures related to the GRO grant, Safe Schools and the first year of principal and interest payments for the South Education Center.

EXPENDITURE COMPARISON - ALL FUNDS (EXCLUDING SEC BUILDING PROJECT) YTD 2008-2009



INTERMEDIATE DISTRICT 287

Partner in Education

DATE: **March 11, 2009**

TO: Members of the School Board

FROM: Janet A. Johnson, Director of Finance

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

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

- | | |
|--|--|
| 1. Claim payments for: February 2009 | Totaling <u><u>\$ 3,530,384.92</u></u> |
| a) <i>Check #'s 471148 - 471639, 70003793 - 70003971
and Electronic Wire Transfers out - #'s 1991 - 1998</i> | |
| 2. Payroll for: February 2009 | Totaling <u><u>\$ 2,045,681.74</u></u> |
| a) <i>Check #'s 674762 - 674780</i> | |
| b) <i>Direct Deposit #'s 146301 - 148035</i> | |
| 3. Receipts for: February 2009 | Totaling <u><u>\$ 4,960,815.76</u></u> |
| a) <i>Receipt #'s 124017 - 124182
and Electronic Wire Transfers in</i> | |
| 4. Investments at end of month | Totaling <u><u>\$ 1,506,387.68</u></u> |

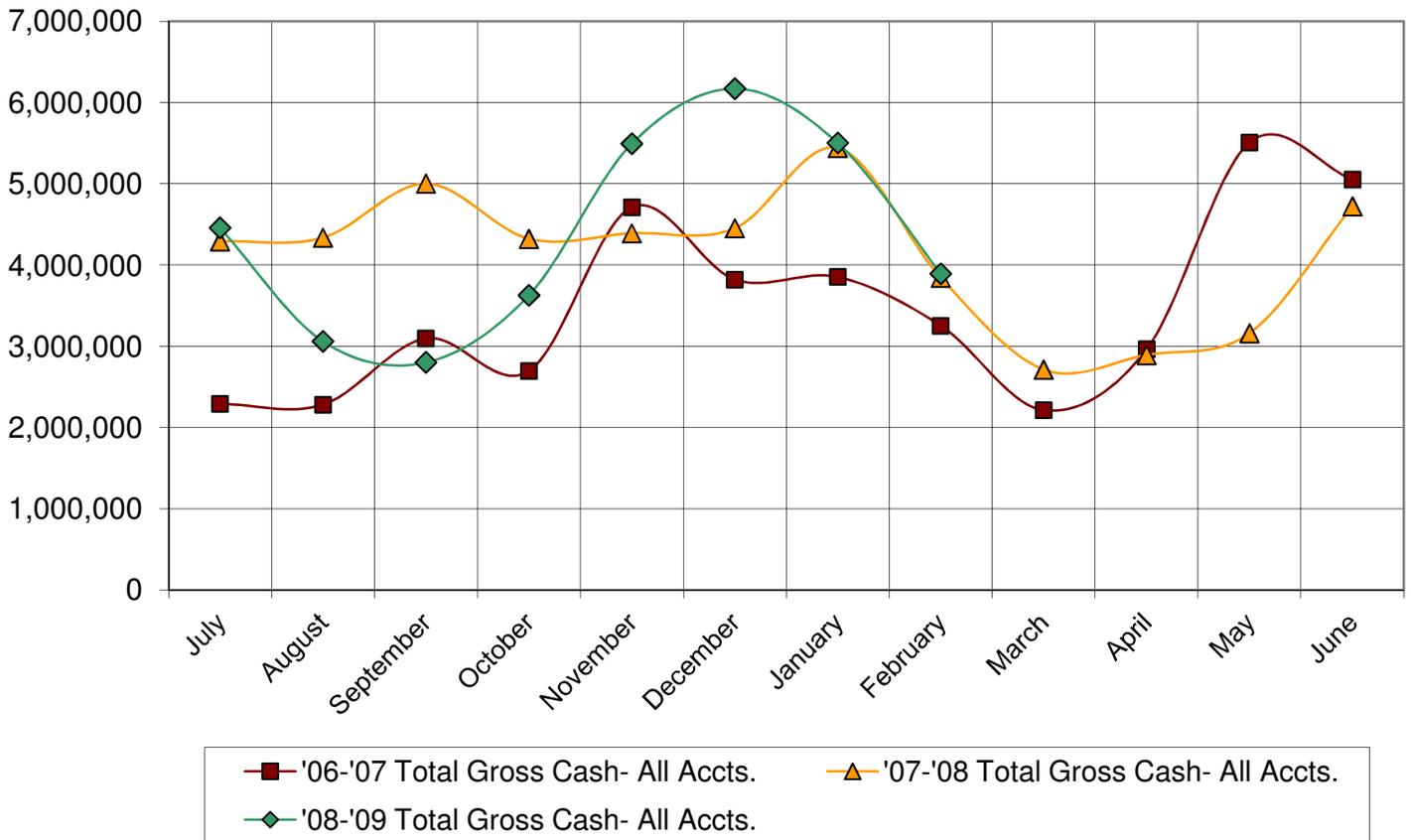
Expenditures, wire transfers, payroll, claims receipts and investments have been prepared under the direction of Dave Anderson and is presented for approval by the School Board. Dave and I would be glad to answer any questions.

Intermediate District 287

Cash Position Sheet- Monthly Total Gross Cash- All Accounts:

<u>Date</u>	<u>'06-'07 Total Gross Cash- All Accts.</u>	<u>'07-'08 Total Gross Cash- All Accts.</u>	<u>'08-'09 Total Gross Cash- All Accts.</u>
July	2,291,747	4,290,870	4,457,312
August	2,281,678	4,335,576	3,059,192
September	3,097,297	5,001,385	2,800,788
October	2,695,566	4,321,962	3,626,080
November	4,711,051	4,389,645	5,492,853
December	3,821,438	4,452,190	6,170,663
January	3,853,218	5,439,985	5,502,714
February	3,254,020	3,843,416	3,892,032
March	2,214,232	2,711,729	
April	2,964,609	2,892,039	
May	5,507,268	3,159,523	
June	5,053,949	4,722,065	

CASH POSITION SHEET- Total Gross Cash
Monthly Averages - YTD



INTERMEDIATE DISTRICT 287

FEBRUARY 2009 ACTIVITY

WIRE TRANSFERS IN:

DATE	AGENCY	TO	REF#	AMOUNT	DESCRIPTION
2/3/2009	DEPT OF EDUCATION	MSDLAF	3815070	284,035.84	INV#64999 01F3412008-00110 MATH & SCIENCE
	DEPT OF EDUCATION	MSDLAF	3815070	25,781.96	INV#64994 EMPLOYEE LOAN-ANDERSON,K 12/31/09
2/4/2009	DEPT OF EDUCATION	MSDLAF	3821663	1,701.90	INV#65089 04F4332007-0008 1 TITLEIVAGOV'S
2/9/2009	MNSCU	MSDLAF	3826069	2,432.18	INV#65097 ON-LINE INSTRUCTION INTERSHIP PROJ
2/12/2009	EDUCATION AID	MSDLAF	3835685	1,884,170.03	01S360 SPEC EDUC AID 09 FEB09
2/12/2009	EDUC SPECIAL EDUC	MSDLAF	3835685	9,805.60	01F419 SPED PART B 611 09 84027
2/12/2009	DEED-FISCAL	MSDLAF	3835686	97,284.64	INV#65092 DD/H INTRPTR SVCV DEC08
2/17/2009	OFFICE OF HIGHER ED	MSDLAF	3839605	39,984.68	INV#65029 PATHWAYS TO COLLEGES
2/17/2009	OFFICE OF HIGHER ED	MSDLAF	3839605	9,670.32	INV#65083 PATHWAYS TO COLLEGES
2/19/2009	US DEPT OF ED	US BANK	WIRE	64,543.65	INV#65088 GAP ELEM MENTAL HEALTH PROJECT
2/26/2009	EDUC-FOOD & NUTR	MSDLAF	3858815	1,346.64	02F701 REG LUNCH 09 CFDA 10555
	EDUC-FOOD & NUTR	MSDLAF	3858815	5,052.46	02F705 BRKFST 09 CFDA 10553
	EDUC-FOOD & NUTR	MSDLAF	3858815	11,092.57	02F701 FREE & RED L 09 CFDA 10555
	EDUC-FOOD & NUTR	MSDLAF	3858815	217.70	02F705 ST BRKFST 09
	EDUC-FOOD & NUTR	MSDLAF	3858815	673.32	02S300 STSCHLUNCH09
	EDUC-FOOD & NUTR	MSDLAF	3858815	43250.19	INV#64602 01F428 VOC ED BAS PERKINS 0708
MTD TOTALS				2,481,043.68	

WIRE TRANSFERS OUT:

DATE	FROM	AGENCY	REF#	AMOUNT	DESCRIPTION
2/13/2009	MSDLAF	MN DEPT OF REVENUE	1991	60,024.42	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	1992	379,764.39	FEDERAL TAXES
	MSDLAF	US BANK	WIRE	1,002,664.67	DIRECT DEPOSIT PAYROLL
	MSDLAF	EDUCATORS BEN. CORP.	1993	71,128.72	EMPLOYEE & EMPLOYER 403B
	MSDLAF	SNELLING	1994	11,467.40	1099 CORRECTION(12/31/09) ADJ APRIL 09
2/27/2009	MSDLAF	MN DEPT OF REVENUE	1995	62,176.33	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	1996	392,258.66	FEDERAL TAXES
	MSDLAF	US BANK	WIRE	1,026,117.67	DIRECT DEPOSIT PAYROLL
	MSDLAF	EDUCATORS BEN. CORP.	1997	71,095.84	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	1998	22,480.02	CORP. HEALTH SYSTEMS FEB09
	MSDLAF	US BANK	4045	93.97	US BANK ARP CHGS PAYROLL ACCT
	MSDLAF	US BANK	1999	96.50	US BANK ARP CHGS VOUCHER ACCT
MTD TOTALS				3,099,368.59	

DONATIONS
INTERMEDIATE DISTRICT 287
2008-2009

February 2009

DONATION DATE	DESCRIPTION	VIN#	EST VALUE	DONOR	SS# OR FED ID#	PROGRAM
12/19/08	91 TOYOTA 4D CDF	JT2AE94A5M3437969	\$ 500.00	BOEHM, RICHARD		EPC AUTO TECH
12/10/08	CHECK		\$ 20.00	POMMIER, ANN		SEC STUDENT CLUB

\$ 520.00

**INTERMEDIATE DISTRICT 287
PLYMOUTH, MN**

BOARD OF EDUCATION

Regular Meeting – March 26, 2009

Agenda Section: REPORTS FROM ADMINISTRATIVE SERVICES

Item: 8.

Presented by: Janet Johnson

8.1a Motion recommending approval of Finance & ADM Report

Janet Johnson will provide an overview of the monthly finance report.

- 8.1a.1 Budget Report
- 8.1a.2 Revenue Summary
- 8.1a.3 Revenue Comparison
- 8.1a.4 Expenditure Summary
- 8.1a.5 Expenditure Comparison
- 8.1a.6 Cash Report
- 8.1a.7 Cash Position Sheet
- 8.1a.8 Wire Activity Report
- 8.1a.9 ADM Report
- 8.1a.10 Donation Report

Recommended Action: The Board approve the Finance & ADM Report items as presented.

Motion by:

Second by:

Vote: Passed ____ Failed ____

INTERMEDIATE DISTRICT 287

INTER-OFFICE MEMORANDUM

TO: Colleen Baumtrog
FROM: Thomas Shultz, Facilities Administrator
DATE: March 13, 2009
SUBJECT: District Service Center HVAC Modifications

The District Service Center HVAC (heating, ventilation & air conditioning) system is twenty five years old and is in need of modernization, efficiency upgrades and some modifications. These improvements include the following items:

- Installation of an automated control system to allow better control of the system and permit operation only when space is occupied (energy saving and comfort will improve). The equipment which operates the system (fan motors (return & supply), pump motors, and dampers) should have equipment (VFD, variable frequency drives) installed to provide for more energy efficiencies to be included.
- The system itself requires a method for removing air from the building, i.e. summer time humidity levels, which greatly improve comfort and add to the energy efficiencies.

A RFP was presented to three providers of these two projects based on the Recommissioning study completed in early 2008. All three vendors responded based on the same criteria and all received extensive building tours. The results are as follows:

	UHL Company (SEC contractor & system)	Johnson Controls	Trane
BAS	\$ 68,280	\$ 73,248	\$ 95,850
Misc. Adds	\$ 7,000	\$ 1,500	\$ 20,410
Humidity Mods	\$ 31,180	\$ 34,500	\$ 50,585
Totals	\$106,460	\$109,248	\$166,845

These two projects are two stand alone projects themselves and could take place separately or concurrently.

The funding for these projects would come from Health and Safety funding (\$64,600) with remaining coming from the Designated Building Fund.

RECOMMENDED CAPITAL IMPROVEMENTS							
		Status	Estimates	Quotes	Quotes	Description	Status
	Description		FY07	FY08	FY09		
1	DSC Roof Replacement over 3-story section and cafeteria area.	Complete	\$ 250,000.00	\$49,975.00	\$10,495.00	Approximately 17,000 sq. ft. of built up roof replacement in 2007, final area over lunchroom 2008	Energy audit may provide Federal assistance with cost.
2	DSC upgrade HVAC exhaust air system.		\$ 70,000.00	H&S Approved Proj. 08-09	\$106,460.00	This project is including the HVAC exhaust issue and upgrading the control system to provide better control and energy efficiency.	Consultant to provide assessment Dec 2007
3	DSC Lighting /EMERG. LIGHTING.	In Process	\$ 50,000.00	\$68,696.00		Lighting upgrade for the 1st and 2nd floor of the DSC including the upgrade of branch wiring and replacement of fifteen (15) EXIT lights. Price includes \$4,610 rebate from Xcel Energy.	Presenting to Board at May 22 meeting.
4	DSC Security Upgrade	Complete	\$ 5,000.00	\$31,985.32		Provide for lockdown capability at DSC and secure entrance to building at all times. Estimate was for 6 additional card readers only.	Presenting to Board at May 22 meeting.
5	DSC Carpet 3 rd floor and tile floors in areas of food and beverages being served	Complete	\$ 50,000.00	\$48,500.00		Carpet is in poor condition and stained. High traffic and use area on third floor. Remainder of floor (classroom area) is quoted for \$33,960.	Hallway, kitchen and end serving areas estimate \$14,540.
6	DSC Parking lot lighting	Complete	\$ 50,000.00	\$15,755.00		Provide eight additional light poles in parking lot - currently very dark and unsafe.	Estimate for 3 additional 2 fixture poles and 3 single fixture poles. \$15,755
7	DSC - Install sidewalks from fire escape exits to street.					Current egress does not allow occupants to move a safe distance from the building	
8	Lincoln Hills - Electronic entry system. (monitor, door buzzer, and camera)	Complete	\$ 5,000.00	\$1,950.00		Controlled entrance for safety to staff and students at Lincoln Hills	completed
9	DSC cafeteria upgrade (cabinets/counters, etc.)					Future upgrades to cafeteria area. (est. \$5,000)	
10	DSC - wallpaper replacement			TBD	\$20,000.00	Future upgrades to District Service Center.	To be presented at February 26, 2009 Board mtg.
11	DSC - Parking Lot				\$150,000.00	Conditional analysis of the parking lot at the DSC was done fall of 2008. Estimate is for suggested repairs, milling, a 2" overlay and striping.	
12	Bren Road Parking Lot				\$60,000.00	Conditional analysis of the parking lot at the Bren Road site was done fall of 2008. Estimate is for repairs, chip seal and restriping.	
TOTAL			\$ 480,000.00	\$216,861.32	\$346,955.00		

**Designated for Property
Building Construction**

\$ 976,113.00

\$ 71,468.00

\$ 1,047,581.00

Completed Items

**INTERMEDIATE DISTRICT 287
PLYMOUTH, MN**

BOARD OF EDUCATION

Regular Meeting – March 26, 2008

Agenda Section: ADMINISTRATIVE SERVICES REPORTS

Item: 7.2

Presented by: Tom Shultz

7.2a Motion Recommending approval to award contract to UHL Company to modify ductwork to the current HVAC system at the DSC.

This modification to the current system would better control humidity levels and add energy efficiencies by providing a method for removing air from the building.

Total \$31,180

Recommended Action: The Board approve award of contract to UHL Company to modify ductwork to the current HVAC system at the DSC at a cost of \$31,180.

Motion by:

Second by:

Vote: Passed ____ Failed ____

**INTERMEDIATE DISTRICT 287
PLYMOUTH, MN**

BOARD OF EDUCATION

Regular Meeting – March 26, 2008

Agenda Section: ADMINISTRATIVE SERVICES REPORTS

Item: 7.2

Presented by: Tom Shultz

7.2b Motion Recommending approval to award contract to UHL Company to install a building automation control system to the current HVAC system at the DSC.

Install an automated control system to allow better control of the system and permit operation only when space is occupied. Operating system (return and supply of fan motors, pump motors and dampers should have variable frequency drives (VFD) installed to provide for more energy efficiency.

Total \$75,280

Recommended Action: The Board approve award of contract to UHL Company for the installation of a building automation control to the HVAC system at the DSC at a cost of \$75,280.

Motion by:

Second by:

Vote: Passed _____ Failed _____

Intermediate District 287
Responsive. Innovative. Solutions.

Edgewood Education Center



6601 Xylon Avenue North
Brooklyn Park, MN 55428
Phone: 763-533-3821
Fax: 763-533-0630

Supervisors: Reneé Soule Chapman &
Lea Dahl
Administrative Intern: Greg Lucas

Building: Leased from ISD 279, Osseo
Square Footage: 50,299

Program Options

EXPLORE Middle School
STRIVE Transition North
Phase North
SUN Transition North
X-Track

Edgewood Education Center

EXPLORE Middle School

(Experiential Program for Learners with Opportunities in Restorative Education)

Programming for students grades 6–8 who need daily structured educational instruction and who may be aggressive, have truancy issues, are behind academically, have poor social skills and/or difficulty with authority.



Edgewood Education Center

STRIVE Transition North

(Skills Training with Responsibility Interdependence & Vocational Education)

Programming designed to serve students who are young adults age 18 through 21 who need further vocational, home and community skill development. Students attending this program have previously been served in the District's SUN program.



Edgewood Education Center

Phase North

Programming serving as a bridge between school and adult life for young adults with moderate to severe mental impairment and often one or more secondary disability.



Edgewood Education Center

SUN Transition North

(Students with Unique Needs)

Programming for young adults with intense social and emotional behavioral needs coupled with mental impairment or other health disabilities emphasizing post-secondary transition areas of work, home, and community. Many students have previously been served in the District's SUN program or similar programming from other districts.



Edgewood Education Center

X-Track

Programming for students grades 7–12 who are on the path to expulsion or who have been expelled as well as for students who need to have an alternative to home-bound instruction in a safe and secure environment. Students receive instruction in core graduation courses through face-to-face and/or on-line instruction or community service.



Intermediate District 287
Responsive. Innovative. Solutions.

Hosterman Education Center



5530 Zealand Avenue North
New Hope, MN 5428
Phone: 763-550-3100
Fax: 763-746-5106

Supervisor: Amy Sward
Administrative Intern: John Fry

Building: Leased, Robbinsdale School District
Square Footage: 68,933

Program Options

ATTAIN

CIP

Elementary EBD

InVEST Middle School

OPTIONS Middle School

SAFE

STRIVE

SUN

Hosterman Education Center

ATTAIN

(Assistive Technology Training and Information Network)

A learning and teaching lab where students receive training in software application that can be used for vocational purposes.



Hosterman Education Center

CIP

(Communication Interaction Program)

A specialized, small group setting for students with a diagnostic profile of Autism Spectrum Disorder which allows for a flexible design for student schedules, learning and behavior strategies, and appropriate inclusion options.



Hosterman Education Center

Elementary EBD

(Emotional Behavioral Disorders)

A highly structured setting that utilizes differentiated, individualized instruction and Social Emotional Learning using experiential approaches and community based opportunities.



Hosterman Education Center

InVEST Middle School

(In Vocational, Educational and Social Transition)

A highly structured setting for students who need to learn personal control, develop life skills and social skills as well as academics.



Hosterman Education Center

OPTIONS Middle School

(Opportunities to Pursue Training in Occupational Needs and School)

A highly structured environment with low student/adult ratios that addresses learning through relationship building and cognitive processing.



Hosterman Education Center

SAFE

(Students Addressing Fetal Alcohol Spectrum Disorder through Education)

Programming for students who have intense sensory issues that may lead to behavioral difficulties as a result of Fetal Alcohol Syndrome Disorder (FASD).



Hosterman Education Center

STRIVE

(Skills Training with Responsibility Interdependence & Vocational Education)

A K–12 program designed for students who need to have a highly specialized environment that teaches students to interact successfully with others and develop functional living skills.



Hosterman Education Center

SUN

(Students with Unique Needs)

This program is designed to give intense programming for social/emotional and behavioral needs.



Intermediate District 287
Responsive. Innovative. Solutions.

Northland



8601 73rd Avenue North, Suite 17
Brooklyn Park, MN 55428
Phone: 763-533-9629
Fax: 763-533-0214

Supervisor: René Soule Chapman

Building: Leased, Timberland Partners
Square Footage: 5,448

Program Options

VET

Northland

VET

(Vocational Evaluation and Training)

Programming that offers community based work experience for students 14–21 with job coach support in order to assist them in building career and technical skills.



Intermediate District 287
Responsive. Innovative. Solutions.

Northwest Tech Center



7008 Northland Drive, Suite 100
Brooklyn Park, MN 55428
Phone: 763-536-0872
Fax: 763-533-4135

Supervisor: Judi Marie Ringe

Building: Leased, Pettibone Properties 5
Square Footage: 24,048

Program Options

InVEST High School

InVEST Transition North

VECTOR Basic and VECTOR Low Incidence North

VENTURE

Northwest Tech Center

InVEST High School

(In Vocational, Educational and Social Transition)

Programming for students identified as needing intense instruction in social and life skills, this may include students on the Autism spectrum.



Northwest Tech Center

InVEST Transition North

(In Vocational, Educational and Social Transition)

Programming focused on enabling post-secondary Emotionally Disable students to master academic and life-skill goals through individualized interventions, leading to life-long learning and the ability to integrate successfully into society.



Northwest Tech Center

VECTOR Basic and VECTOR Low Incidence North

(Vocational Education Community Training & Occupational Relations)

Programming for young adult students as they transition from an educational setting to the world of work and living as independently as possible.



Northwest Tech Center

VENTURE

Programming designed for students diagnosed with a neurobiological disorder and/or obsessive-compulsive disorders with average to above average cognitive ability.



Intermediate District 287
Responsive. Innovative. Solutions.

North Vista Education Center



**3510 France Avenue
Robbinsdale, MN 55422
Phone: 763-550-7302
Fax: 763-521-4007**

**Supervisor: Lea Dahl
Administrative Intern: John Awsumb**

**Building: Leased Facility
Square Footage: 12,100**

Program Options

WAVE

ELL North

North Vista Education Center

North Vista Education Center

ELL North

(English Language Learners)

This program was created to assist immigrant high school students from the northwest suburb school districts of Osseo, Brooklyn Center, Robbinsdale, and Wayzata representing over 13 countries from the European, Asian, African, and South American Continents as well as Mexico. Each student's English Language Proficiency Level determines his or her educational setting. Curriculum is then modified to meet student needs. All students study social studies, math, and science. English proficiency instruction is embedded within all curricula. A course called Independent Living is offered to students who are new to the country and who have little or no English Language Skills in order to assist them in acclimating to American culture.



North Vista Education Center

WAVE

(Work Achievement Values and Education)

This program is a credit based academic and work experience program serving students in grades 9–12 from western and northern Hennepin County. WAVE students have individual learning plans that address their educational needs. Coursework concentrates on the core academic classes of mathematics, English, and social studies along with life skills. Students complete career exploration and employment training. Each student has the opportunity to attend Hennepin Technical College or to take courses at local colleges through the Post Secondary Options Program. In addition to their coursework, students attend weekly large and small group sessions facilitated by youth oriented programs such as Prevention Alliance.



North Vista Education Center

North Vista Education Center

Programming for pregnant and parenting teens who live in the area served by District 287 is the focus of this program. Students from other districts attend if space is available. Students are offered high school diploma classes to meet the standard state requirements for a diploma. Additionally, the students are required to participate in specialized parenting classes and do practicum in the on-site day care. Through school based nursing services, monitoring of the development, health, and safety of student's children is provided.

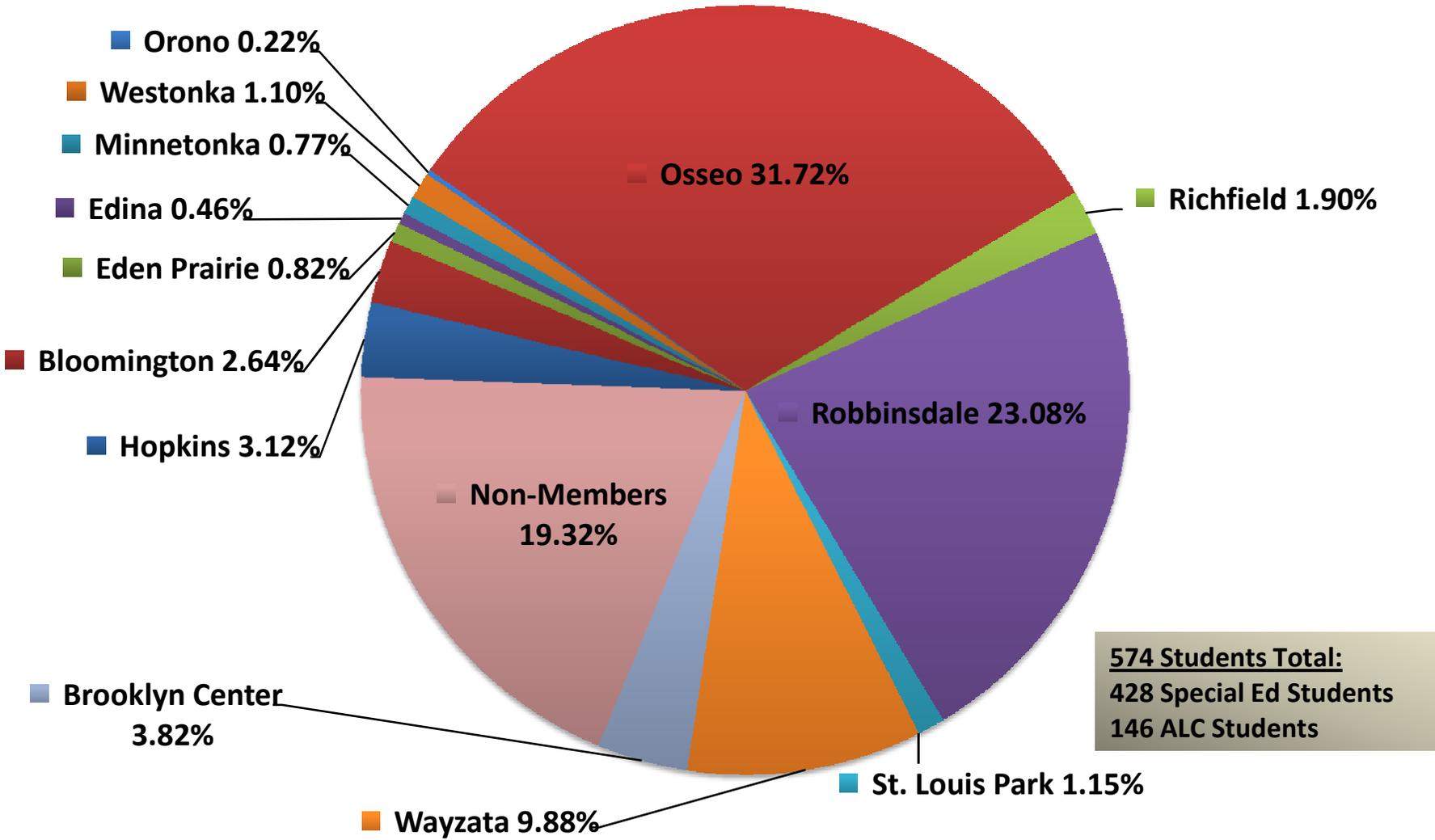


Intermediate District 287
North Area Facility Study: Student Notes

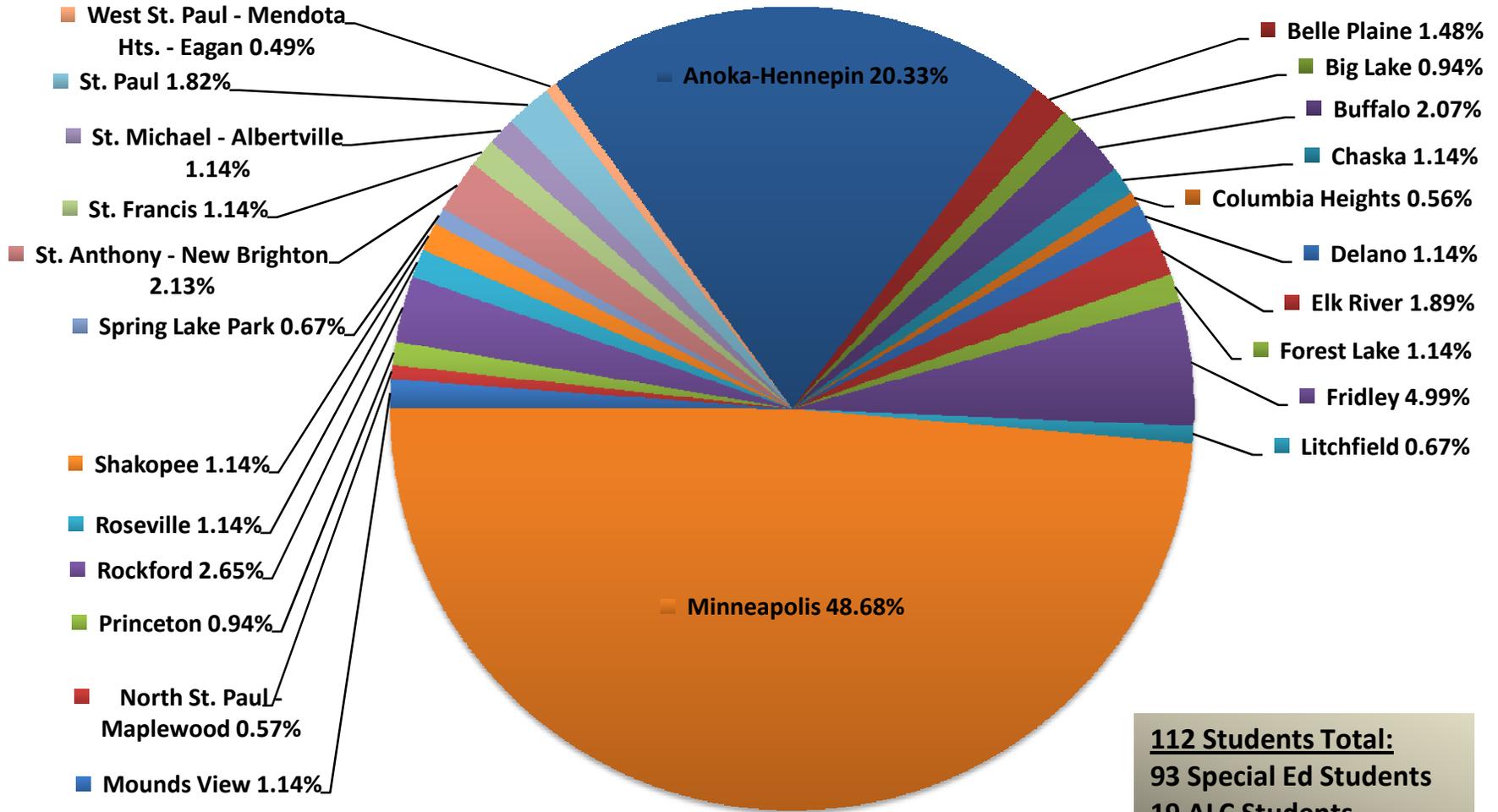
Program Name	Enrollment (Approximate Head Count)	Projected Enrollment Trend	Facility Needs
Edgewood			
Explore Middle	15	Consistent	<ul style="list-style-type: none"> • 6 or 7 per average classroom space • Secured, separate space • Separate entrance
STRIVE	7	Stable with possible decline, depending on Osseo decision	<ul style="list-style-type: none"> • 6 or 7 per average classroom space • Secured, separate space
Phase North	63	Stable with possible decline, depending on Osseo decision	<ul style="list-style-type: none"> • 6 or 7 per average classroom space • Adequate space for positioning/therapy equipment • Adapted rest rooms
SUN Transition North	9	Stable with possible decline, depending on Osseo decision	<ul style="list-style-type: none"> • 3 or 4 per average classroom space
X-Track	30	Growing slowly toward a consistent maximum	<ul style="list-style-type: none"> • On bus line • 15 per average classroom space • Separate space
Hosterman			
ATTAIN	20	Expanding	<ul style="list-style-type: none"> • Large classroom space with multiple work stations. • Tech lab electrical connections
CIP	19	Growing and expanding to a south site at SEC	<ul style="list-style-type: none"> • 5-6 per classroom • Environmental/sensory considerations
Elementary EBD	19	Consistent	<ul style="list-style-type: none"> • 7-8 per classroom • Breakout space for behavior
Invest Middle	9	Consistent	<ul style="list-style-type: none"> • 7-8 per classroom
Options Middle	16	Consistent	<ul style="list-style-type: none"> • Separate space
SAFE	12	Growing slowly	<ul style="list-style-type: none"> • 3-5 per classroom • Separate space
STRIVE	32	Slow decline	<ul style="list-style-type: none"> • 6-7 per classroom
SUN	48	Growing slowly	<ul style="list-style-type: none"> • 4-5 per classroom • Environmental/sensory considerations

Northland			
VET	13	Consistent	<ul style="list-style-type: none"> • Warehouse environment, loading dock, storage area and office space, accessible restrooms
Northwest Tech Center			
InVEST High School	14	Consistent	<ul style="list-style-type: none"> • Police presence • 6-7 per classroom • Breakout spaces • Gym/activity space
InVEST Transition	22	Consistent	<ul style="list-style-type: none"> • 8-10 per classroom • Adult like setting
VECTOR	50	Shifting student population resulting in slow decline	<ul style="list-style-type: none"> • 10-12 per classroom • Adult like setting • Large common spaces
VENTURE	9	Consistent	<ul style="list-style-type: none"> • 6-7 per classroom • Break out spaces • Gym/activity space • Police presence
North Vista			
English Language Learners	15	Slight decline as districts choose not to transport	<ul style="list-style-type: none"> • On bus line • 15 per average classroom space • No special security needs
WAVE	15	Consistent: additional choice needed for most at-risk even as districts offer own alternative programs	<ul style="list-style-type: none"> • On bus line • Conditional use permit must allow student parking • 18-20 per average classroom space (with Vista) • No special security needs unless population grows
Vista	50 students 30 daycare	Consistent student base but with slightly growing daycare needs	<ul style="list-style-type: none"> • On bus line even though most districts provide transportation • 18-20 per average classroom space (with WAVE) • 4 to 5 daycare rooms • Daycare needs to be on first floor • Outdoor space needed for daycare • Separate, secure space needed for daycare

North Area Total ADMs - 2009

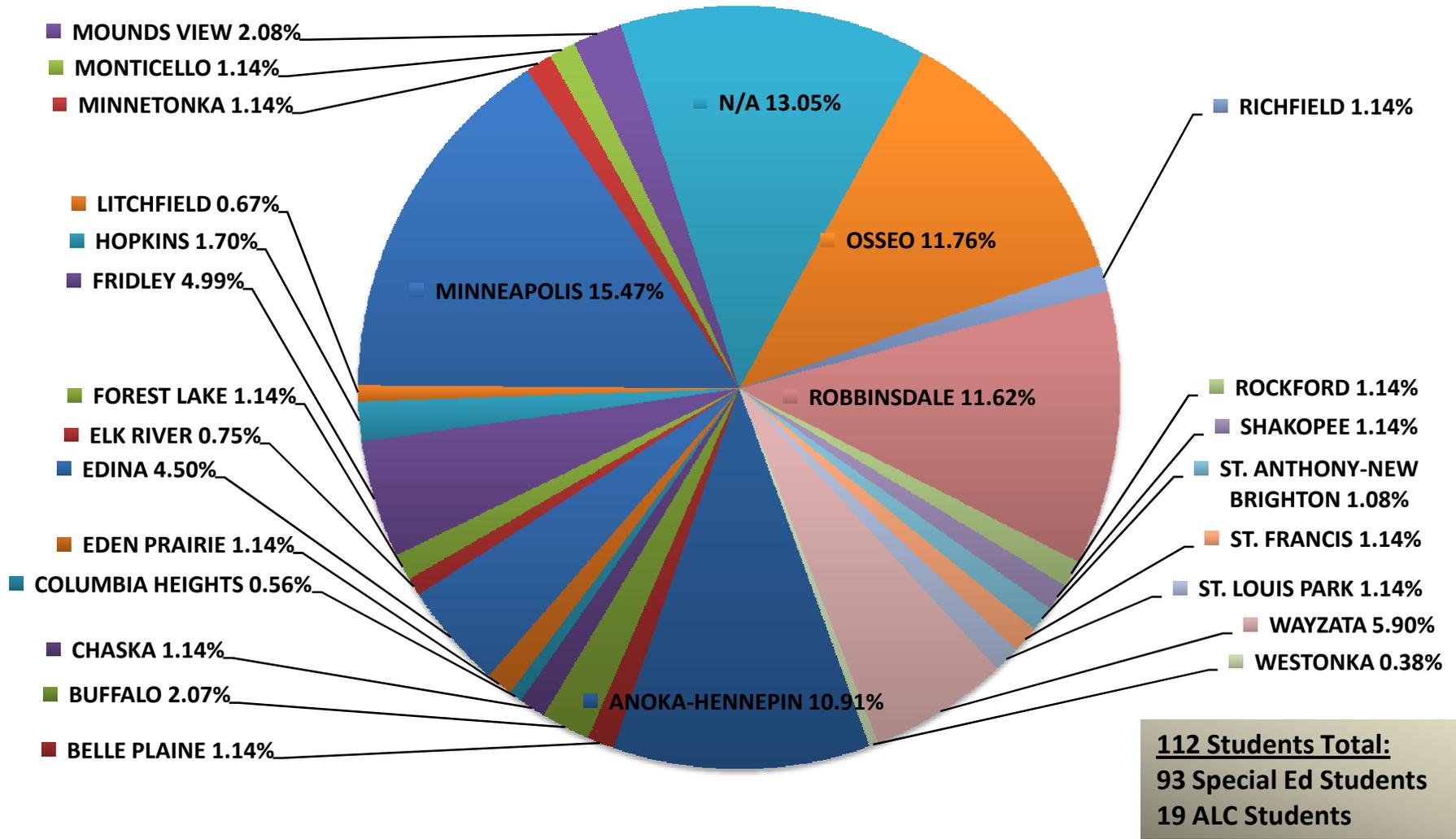


North Area Non-Member ADMs by Resident District - 2009



112 Students Total:
93 Special Ed Students
19 ALC Students

North Area Non-Member ADMs by Serving District - 2009





Intermediate District
Partner in Education

**Serving
Member
School Districts:**

Bloomington
Brooklyn Center
Eden Prairie
Edina
Hopkins
Minnetonka
Orono
Osseo
Richfield
Robbinsdale
St. Louis Park
Wayzata
Westonka

District Service Center

1820 Xenium Lane North
Plymouth, MN
55441-3708

TEL: 763.559.3535
FAX: 763.550.7199
TTY: 763.550.7222
www.district287.org

The district is an equal opportunity
educator and employer

Date: March 18, 2009

To: District 287 Board Members

From: Sandra Lewandowski

Re: AGE OF FACILITIES

The two graphs showing age of facility comparisons are the same graphs that were provided the evening of the cancelled Board meeting in February. Since that time, I have received a question in regard to these graphs. I am offering the following information as additional background to the Board in regard to content and intent.

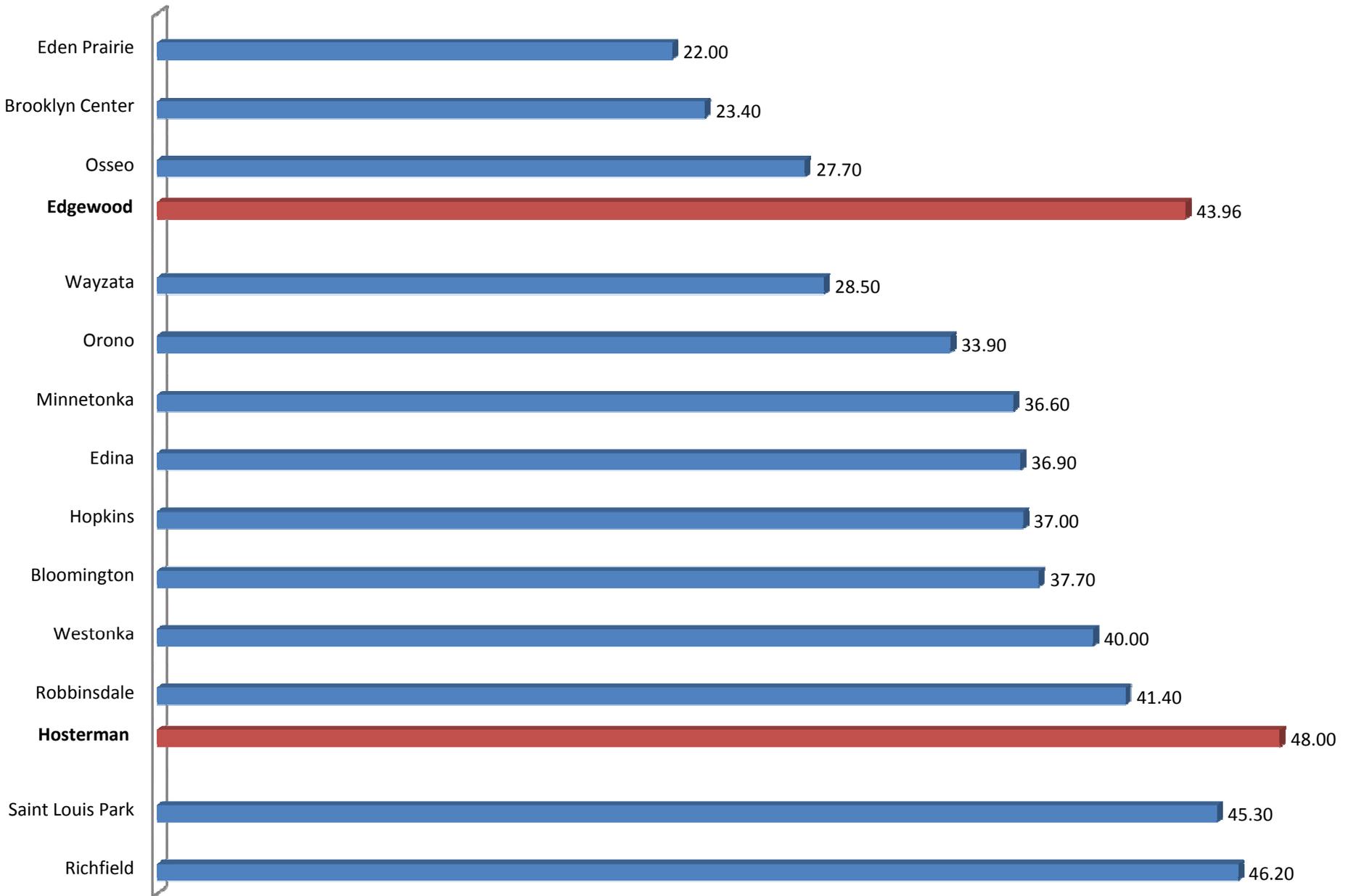
The Board approved several directional statements to guide decision-making in regard to facilities. *One of these directional statements was to plan for a quality educational environment equal to the educational facilities of our member districts.* While there may be different interpretations of this statement, one piece of information to consider is the age of building. It is recognized that these graphs show the “average” age of member district buildings compared to Hosterman. These graphs are only one measure of comparability to member district buildings. Another might be whether buildings (older than Hosterman) still in use have been adequately maintained over time. Board members may offer other comparability standards. This one is provided to you simply because it is one that is easily secured from MDE information.

The information provided to the Board in this Board packet is part of our intent to continue to provide a wide array of facility information leading to a north area Board decision in late spring or early summer.

Thank you in advance for your consideration of this information.

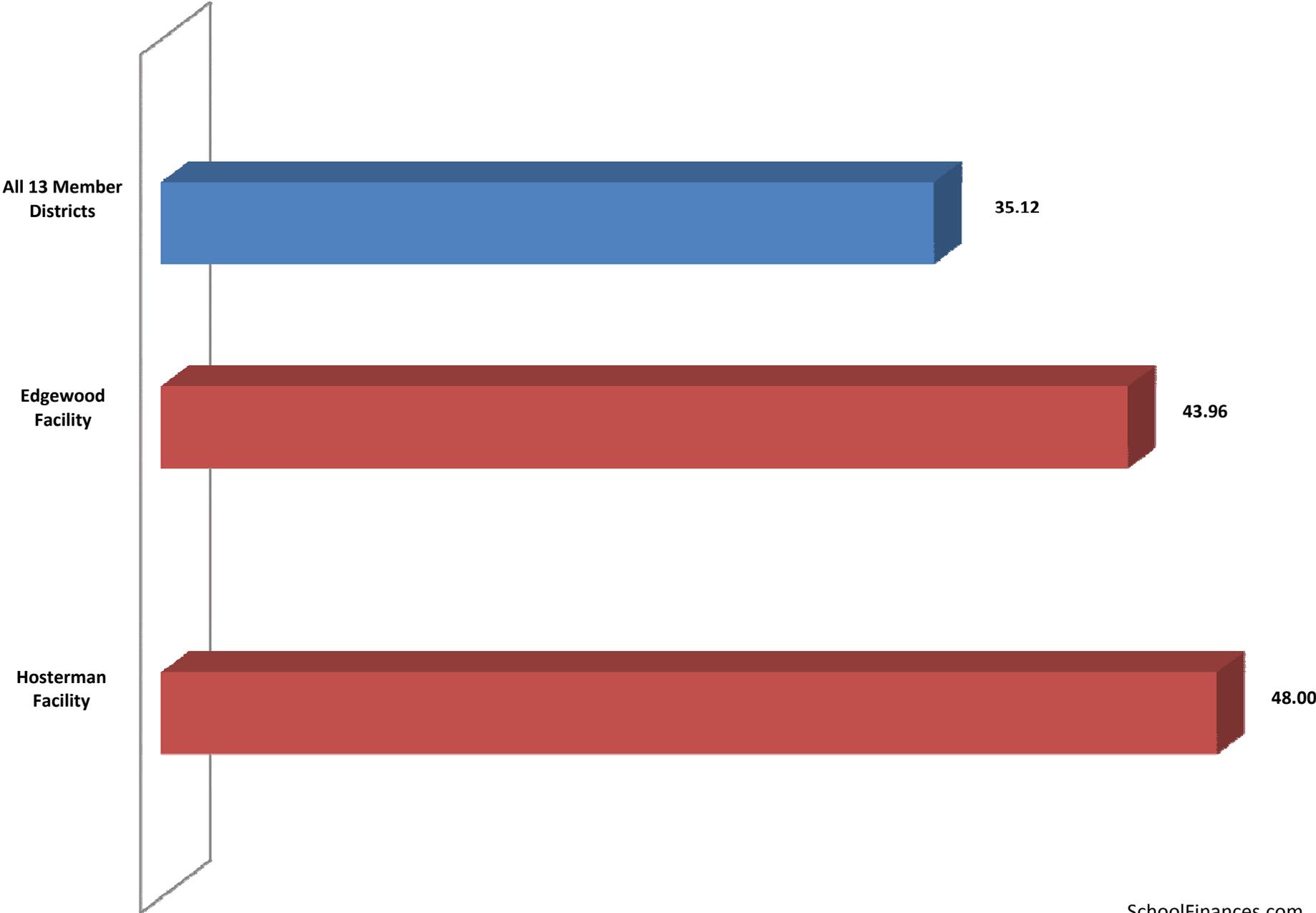
2007-08 Average Age of Member District Facilities vs. Actual Age of Intermediate District 287-Leased Northern Facilities

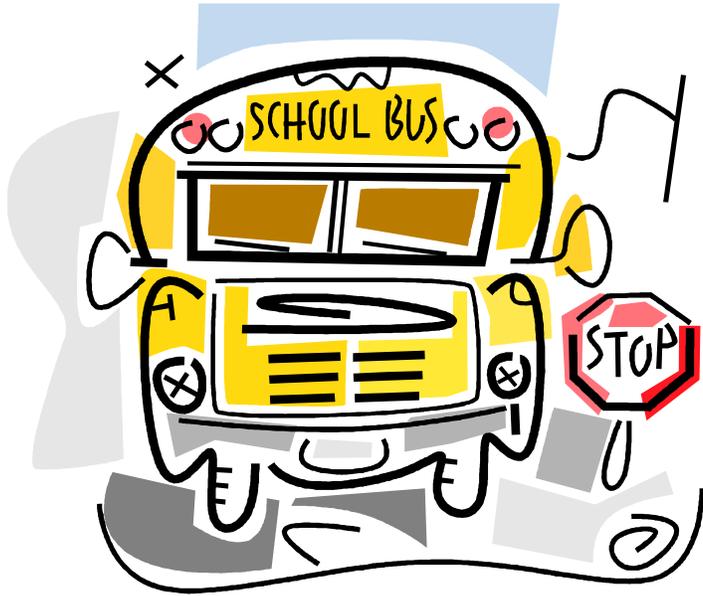
■ Actual Age ■ Average Age



2007-08 Average Age of All 13 Member Districts' Facilities vs. Actual Age of Intermediate District 287-Leased Northern Facilities

■ Actual Age ■ Average Age





You are invited to...

Get on the Bus!

to visit various
District 287 programs.

2008-2009 SCHEDULE

(Please arrive 15 minutes before bus departure time)

Tuesday, January 6th (Bus leaves 287 DSC @ 8:00AM)	8:30 AM	Edgewood	 <div style="border: 1px solid black; padding: 5px; width: fit-content;"> Report given on March 12th. </div>
	9:30 AM	North Vista	
	10:15 AM	NWTC Center	
Friday, January 9th (Bus leaves 287 DSC @ 8:30AM)	9:00 AM	SEC	 <div style="border: 1px solid black; padding: 5px; width: fit-content;"> Peyton Robb </div>
	11:00 AM	Carpentry Site	
Tuesday, January 27th (Bus leaves 287 DSC @ 8:30AM)	9:00 AM	PCA & CWA	 <div style="border: 1px solid black; padding: 5px; width: fit-content;"> Report given on March 12th. </div>
	10:00 AM	Bren Road	
Thursday, February 19th (Bus leaves 287 DSC @ 8:30AM)	9:00 AM	Hosterman	 <div style="border: 1px solid black; padding: 5px; width: fit-content;"> Peyton Robb </div>
	10:30 AM	HTC North Campus	

**INTERMEDIATE DISTRICT 287
March 12, 2009
SCHOOL BOARD CALENDAR**

March 2009				
26	Thursday	General Board Meeting	6:30PM	Board Rm

April 2009				
23	Thursday	General Board Meeting	6:30PM	Board Rm

May 2009				
14	Thursday	General Board Meeting	6:30PM	Board Rm
28	Thursday	General Board Meeting	6:30PM	Board Rm

June 2009				
11	Thursday	General Board Meeting	6:30PM	Board Rm
25	Thursday	General Board Meeting	6:30PM	Board Rm

July 2009				
23	Thursday	General Board Meeting	6:30PM	Board Rm

August 2009				
27	Thursday	General Board Meeting	6:30PM	Board Rm

September 2009				
10	Thursday	General Board Meeting	6:30PM	Board Rm
24	Thursday	General Board Meeting	6:30PM	Board Rm

October 2009				
8	Thursday	General Board Meeting	6:30PM	Board Rm
22	Thursday	General Board Meeting	6:30PM	Board Rm

November 2009				
12	Thursday	General Board Meeting	6:30PM	Board Rm

December 2009				
10	Thursday	General Board Meeting	6:30PM	Board Rm

INTERMEDIATE DISTRICT 287
March 12, 2009
CALENDAR OF EVENTS

DATE	TIME	EVENT	DESCRIPTION OF EVENT	LOCATION
Saturday April 18, 2009	8:00 AM	Destination ImagiNation Metro Tournament	Minnesota Destination ImagiNation cultivates creative problem solvers and risk takers, providing our participants with innovative opportunities based on FUN in learning, divergent thinking and team-building skills.	Chaska High School
Tuesday April 21, 2009	6:00 PM	Parent Appreciation Dinner	2 nd Annual Appreciation Dinner for all the hard work parents has contributed towards their student's academic achievement.	Hosterman
Wednesday April 29, 2009	6:30 PM	Honors Mentor Connection Scholars Forum	This event features all of the Students Projects	EP Community Center
Wednesday May 20, 2009	6:30 PM	District 287 Retirement Party	Celebration Honoring District 287 Retirees <i>(Board Members are Encourage to Attend!)</i>	District Service Center Room 318
Friday May 29, 2009	9:00 AM	Ridgedale Alternative Program Graduation	12 th Grade Graduation	Eliot Community Center
Monday June 1, 2009	7:00 PM	North VISTA Graduation	12 th Grade Graduation	North Vista Education Center
Thursday June 4, 2009	10:00 AM	City West Academy Graduation	12 th Grade Graduation	Shady Oak
Thursday June 4, 2009	12:00 PM	PHASE/Intersect/SUN Transition	12 th Grade Graduation	South Education Center
Thursday June 4, 2009	4:00 PM	Bren Road	12 th Grade Graduation	Bren Road
Thursday June 4, 2009	5:00 PM	South Education Center Alternative Graduation	12 th Grade Graduation	SEC Gymnasium
Friday June 5, 2009	10:00 AM	Prairie Center Alternative Graduation	12 th Grade Graduation	EP Community Center
Friday June 5, 2009	9:00 AM	VECTOR and InVEST High School Graduation	12 th Grade Graduation	NWTC
Friday June 5, 2009	12:30 PM	VECTOR South/InVEST Transition South Graduation	12 th Grade Graduation	SEC Gymnasium

Tuesday June 9, 2009	6:30 PM	Phase North Graduation	12 th Grade (Plus) Graduation	HTC North Campus
Tuesday June 9, 2009	TBD	County Home School (CHS) Epsilon	12 th Grade Graduation	CHS Gymnasium

Social Emotional Learning Professional Program



March 27th, 2009
8:00-11:50 a.m.

Host sites:

Hosterman Education Center
South Education Center
District Service Center
Bren Road Education Center

Workshops available at Hosterman Education Center:
5530 Zealand Avenue North, New Hope, MN 55428
Phone: (763) 504-8405

Movement and Learning

Presenters: YMCA staff from Camp St. Croix

Room: Boys Gym

Time: 8:00-9:45

Audience: Staff members who are interested in incorporating Movement & Learning into the classroom.

Description: The YMCA movement and learning crew will share several activities that can be integrated into any classroom to increase movement and brain stimulation. There will be both small group and large group experiences during this workshop. Be ready to move and have fun!

Mood Disorders, Anxiety, and ADHD: A Brief Overview of Diagnosis and Pharmacological Treatment

Presenter: Rhett Tompkins, PA-C

Room: Band Room

Time: 8:00 – 9:45

Audience: Staff members who work with students who display symptoms or have been diagnosed with the above disorders.

Description: Rhett will give a brief overview of diagnostic categories that impact many of our students. He will describe symptoms of these disorders and medications that are typically used to treat them. Participants will be able to better communicate with mental health providers regarding symptoms as well as develop a greater understanding of the medications our students are taking.

Yoga Calm – Advanced Principles

Presenters: Kathy Flaminio, MSW & Julie Hubertise, MS, O.T.

Room: Girls Gym

Time: 10:00-11:50

Audience: Staff members who have already completed the initial Yoga Calm training and want to increase their skill set.

Description: This session is more than a booster session. Attendees will gain more advanced Yoga Calm strategies and there will be time for problem solving and refining classroom practice.

Love & Logic

Presenter: Katherine Utter, L.I.C.S.W. & Kate Wessel L.G.S.W.

Room: Media Center

Time: 10:00-11:50

Audience: Staff members who are interested in an approach to behavior that provides clear limits while maintaining the integrity and autonomy of students.

Description: Love and Logic is a strategy used to reduce the reactivity of adults to students by setting firm limits in caring ways without anger, lecture and threats. When students do cause problems, the adults hand the problem back to the student in caring ways that promote thinking. Participants will be given concrete tools to use with students to manage behavior and minimize power struggles.

"Well ... Now What? Problem Solving Behavior Challenges"

Presenter: Amy Sward and Panel

Room: Band Room

Time: 10:00-11:50

Audience: Staff who work with students with challenging behavior.

Description: Amy Sward will provide a brief backdrop of positive approaches to behavior and then open it up to participants to ask questions about behavior and strategies for addressing behavior. Come with those questions that have been "eating at you." This session will be very interactive using the expertise of the panel members as well as your colleagues in the audience.

Yoga Calm

Presenters: Kathy Flaminio, MSW & Julie Hubertise, MS, O.T.

Room: Cafetorium

Time: 8:00-11:50

Audience: Staff interested in incorporating yoga into their classroom.

Description: Yoga Calm is a blend of physical yoga, social skills games and counseling techniques designed for use in the classroom. It helps students to develop learning readiness skills such as concentration, focus, impulse control and self-regulation. Through activities and games it seeks to improve communication skills, trust, empathy, teamwork and leadership skills.

Workshops Available at South Education Center
7450 Penn Ave South, Richfield, MN 55423
Phone: (612) 355-5800

Poverty and the Student Brain

Presenter: Dr. Charlene Myklebust, Psy.D.

Room: ALC common area

Time: 8:00-9:45

Audience: Staff members who work with children affected by poverty.

Description: Char will describe the impact of poverty and poverty-related conditions on brain development. She will discuss recent research about school interventions that can mitigate the effects of poverty. The information shared in this presentation is based on Eric Jensen's exhaustive studies regarding ways to boost IQ and school performance of students raised in low SES environments.

Practical Strategies for Dysfunctional Systems

Presenter: Michael Borowiak, L.I.C.S.W.

Room: ALC common area

Time: 10:00 – 11:50

Audience: Staff members who work with students and families where substances are a concern.

Description: Are you frustrated with family systems that are heavily affected by drugs and alcohol? If your answer is “yes,” come and learn about practical strategies that work with families and that help students to be successful when there are familial substance abuse concerns.

Animals as Partners in Social and Emotional Learning

Presenter: Tanya Welsch, L.G.S.W. Mary Armstong & Susan Peterson

Room: PHASE

Time: 10:00 – 11:50

Audience: Staff members who are interested in learning more about animal assisted interventions.

Description: More and more dogs are appearing as classroom and building assistants in District 287. Come to this training to learn about how and why staff and their dogs are working with students to support 287 SEL goals and outcomes. You will learn about the Canine-Assisted Intervention (CA) project, the benefits of animal assisted interventions and how various District 287 staff members are working with their dogs to accomplish 287's mission: "... to meet the unique learning needs of students." The staff will be present with their dogs to demonstrate some of the skills that they use in classrooms in the district.

emWave by Heartmath

Presenter: Ginny Nyhus, LSW, MA

Room: PHASE

Time 8:00-9:45 & 10:00-11:50

Audience: Staff members interested in incorporating technology and relaxation strategies in the classroom.

Description: (Limit to 7 participants in each training)

This training will provide an overview of the capabilities of the emWave software. There will be hands on learning opportunities and time for each participant to experience the different strategies and techniques that can be used with the software. Participants will also receive ideas about how and when to incorporate the technology into the school day for student and staff wellness.

Early Learning Strategies

Presenter: Dr. Anne Gearity, L.I.C.S.W.

Room: C-212

Time: 8:00-11:50

Audience: Early Learning Educators & Parent Educators (South and North VISTA).

Description: Dr. Anne Gearity will meet with early childhood educators and discuss parenting instruction for teen parents. Dr. Gearity will provide the theoretical background for practical applications. The topic of infant mental health will also be addressed. This offering will provide for group discussion as well as consultation for individual cases.

Workshops Available at District Service Center

1820 Xenium Lane North, Plymouth, MN 55441

Phone: (763) 559-3535

The Brain, Relaxation and the Mind

Presenter: Terry Pearson, Ph. D

Room: 310

Time: 8:00-11:50

Audience: Staff members interested in integrating principles of relaxation into their classroom.

Description: When you leave this session, you will have relaxation tools to use with students in your classroom, as well as with yourself. Some of the knowledge that you will gain includes research on mindfulness and training the brain, how to complete a body scan, integrating yoga into the classroom, and practicing mindful communication being grateful. Please bring a blanket or a yoga mat if you so desire.

Visual Strategies

Presenter: Jill D. Kuzma, M.A., CCC-SLP

Room: 318

Time: 8:00- 11:50

Audience: Staff members who work with students who have ASD, DCD and other neurobiological conditions that impact social skills.

Description: Participants will explore the range of areas involved in a student who has social/emotional communication deficits. Students who experience social thinking deficits may have difficulty understanding the perspectives or motives of others, difficulty predicting how people will perceive ones own social behaviors, challenges interpreting non-verbal cues, understanding the range and gradations of emotions, “one-sided” conversations, and challenges in problem solving with peers. Neurological differences for students with social thinking deficits are discussed, followed by a sampling of specific intervention ideas for increasing a learner’s perspective taking, emotional awareness, and social interaction skills. Ideas for IEP goals and objectives will also be provided.

Workshop available at Bren Road Education Center

11140 Bren Road West, Minnetonka, MN 55343

Phone: (952) 653-1655

Verbal Judo – (Closed to outside staff)

(Bren Road, Omegon & Epsilon staff – mandatory attendance)

Presenters: Gary T. Klugiewicz & Joel Lashley

Room: Cafeteria

Time: 8:00-11:50

Audience: Care and Treatment staff, Correctional Workers

Description: This training will provide an overview of Verbal Judo and trademark verbal de-escalation techniques. Verbal Judo is the gentle art of persuasion that redirects behavior with words and generates voluntary compliance.

Workshop available at Bren Road Education Center

11140 Bren Road West, Minnetonka, MN 55343

Phone: (952) 653-1655

	Hosterman Education Center	South Education Center	District Service Center	Bren Road Education Center
8:00-9:45	Movement & Learning YMCA staff or Mood Disorders, Anxiety, and ADHD: A Brief Overview of Diagnosis and Pharmacological Treatment Rhett Tompkins	Poverty and the Brain Charlene Myklebust or emWave by Heartmath Ginny Nyhus		
10:00 - 11:50	"Well... Now What? Problem Solving Behavior Challenges" Amy Sward and Panel or Yoga Calm - Advanced Principles or Love & Logic Kathy Utter & Kate Wessel	Chemical Health Issues Michael Borowiak or emWave by Heartmath Ginny Nyhus or Animal Assisted Therapy Tanya Welch. Mary Armstrong & Susan Peterson		
8:00-11:50	Yoga Calm - Introduction Kathy Flaminio & Julie Hubertise	Early Learning Strategies Dr. Anne Gearity	The Brain, Relaxation and the Mind Terry Pearson or Visual Strategies Jill Kuzma	Verbal Judo (closed session) Gary T. Klugiewicz & Joel Lashley

Local 2209 Unifier

March 2009



An Interview with
BOB BATHKE
2209 VP and Chair of Grievance

What is a Member Rights Advocate?

Members Rights Advocates, or MRAs, are people who have completed specialized training by Education Minnesota in four separate areas. This training identifies us to administration as having the right (when requested) and responsibility to accompany individual members of the Local who are accused of wrong doing, to investigation meetings conducted by administrators.

Who in Local 2209 is a trained MRA?

We currently have four individuals who are MRAs: Bruce Mulder, Bob Laumann, Mary Neiman and [myself.]

Do all these MRAs have the same role within the union regarding serving 2209 members?

No. Bruce no longer serves as an active MRA since he is now the President of Local 2209. However, the remaining 3 of us serve similar roles in different geographic areas of the District. Bob Laumann takes the primary responsibility for the north area. Mary Neiman takes primary responsibility for the west

geographic area and I take primary responsibility for the south area. In addition, as Vice President of the Local 2209 and chair of the Grievance Committee, I take responsibility for coordinating our MRA activity and am available when either Mary or Bob are not available. MRAs fill multiple roles in the Local, providing answers to questions related to contract language, work rules and other aspects of a member's professional responsibilities and conduct. We also accompany 2209 members to investigation meetings when a member is alleged to have done something illegal or incompatible with the contract. Finally, we file grievances on behalf of members of the Local.

What is a grievance?

A grievance is a procedure that allows a member of the Local to seek an equitable solution to a situation or problem that may or may not be covered by contract language, but is interpreted differently by Administration and the member.

Grievance procedures can have up to four different levels and can be resolved at any level:

At Level I, the person filing the grievance and an MRA meet with the grievant's supervisor and informally discuss the problem. The Supervisor then notifies the grievant of his/her decision within five days. If a satisfactory agreement is not reached at this level, the grievant has the option of moving to Level II.

At Level II, the grievance is reduced to writing and the grievant, and MRA and the Program Administrator meet in an attempt to settle the issue. Each side may have up to three representatives at this meeting. If no satisfactory agreement is reached at this level, the grievant may request to proceed to Level III.

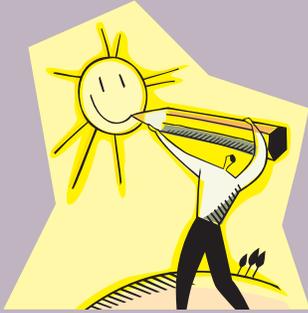
At Level III an MRA or the grievant's personal legal counsel and the Director of Human Resources meet to discuss the issue. The Human Resources Director then issues a written answer to the individual's involved within five days of the meeting. Either party may request Arbitration (Level IV) if they are not satisfied with the Level III decision.

At Level IV (Arbitration), an arbitrator from the Bureau of Mediation services hears the grievance and subsequently issues a binding decision.

It should be noted that there are specific time lines and limitations that apply to all four levels of the grievance process. If a person fails to file a grievance or appeal during the specific time limes, the grievances will be dismissed.

Give specifics about how an MRA could support a member.

Whenever a member is alleged to have committed an infraction for which discipline may be dispensed, the individual is instructed to attend a meeting with his/her supervisor. The Supervisor also informs the member, if appropriate, that it would be a good idea to have a union rep at the meeting and gives the member the name of at least one MRA. The supervisor then typically contacts one the MRAs and informs the MRA that the member may be contacting us regarding a meeting. The Supervisor does not provide the name of the member nor are any details of the allegation given. If the member contacts the MRA, we will arrange to attend a meeting with the member. At the meeting, the MRA listens, takes notes and asks questions on behalf of the member. The MRA maintains contact with the member and attends future meeting with the member as necessary.



Find your LOCAL 2209 SITE REP:

Deb Barnes – Hosterman Education Center
763-550-7254, debarnes@district287.org

Paul Bennett – Elliot RAP
763-550-7336, pabennett@district287.org

Karen Berger – District Service Center
763-550-7149, kjberger@district287.org

Cindy Brose – Edgewood Education Center,
SUN/Strive Transition, EXPLORE Middle,
X-TRACK
763-533-3821, cmbrose@district287.org

Jeff Goergen - EPC-South Vocational, Prairie
Center Alternative, City West, Eden Prairie
952-995-1505, jtgoergen@district287.org

Kathy Lorenz – North Vista Education
763-550-7335, kjlorenz@district287.org

Mary Neiman (Jo Dunham)- Bren Road Ed Cntr
952-653-1637, mcneiman@district287.org

Sue Peterson- Itinerant Interpreters, Brian Olson,
Word Language Staff
763-550-7322, smpeterson@district287.org

Bonnie Rinker - Omegon-Hopkins Crossroads,
Epsilon-Cnty Home School, Prairie St. Johns
763-205-7631, bmrinker@district287.org

Patty Sanner - South Ed Center-2nd floor, South
Alternative, FOCUS
612-355-5810, pjsanner@district287.org

Ann Verdegan - South Ed Center-1st & 3rd floor,
SUN/SUN Transition/Intersect/Phase South/
VECTOR South/ VET South
612-355-5844, alverdegan@district287.org

Donna Wozny - NW Tech Cntr,
VECTOR/INVEST HS, Transition North,
BPC-North Vocational
763-536-0872, dmwozny@district287.org

•SITE REPS•

YOUR FIRST CONNECTION to the UNION

Every 287 building site has a designated 2209 Union Representative. Bob Laumann, 2209 Executive Officer and Member Rights Advocate, explains:

"The site reps can be the first call for help in their building. Depending on the issue or question, they can call on an Executive Officer (MRAs) for assistance... Site reps also assist in helping new employees get union information on becoming a member."

Bruce Mulder, 2209 President describes site reps this way:

"Site reps are like your welcome wagon-- good will ambassadors and resources for information about the union."

SPOTLIGHT on SITE REPS

Deb Barnes



I have worked at 287 for over 20 years. I am currently working in the ATTAIN lab at Hosterman. I became a site rep after working with Bruce Mulder for many years. I learned about the union working with Bruce and decided to become a site rep for two reasons: we have terrific staff that deserve to be heard and I have a direct line to Bruce! I am a para-professional and proud to be in a district that respects and represents our paraprofessionals along with the licensed staff.

Cindy Brose



I started out with the District in August 1994 as a para. The last 14 years I have been a para with the Phase North program (presently at Edgewood Ed Center.) I have been a site rep for 4 or 5 years now. I became a rep because the rep at our site was giving up her position so Bob Laumann asked if I was interested and I said "sure!"

Paul Bennett



I have worked in District 287 for 14 years. I work at the Ridgedale Alternative Program as a Social Studies teacher. I decided to become a site rep because I wanted to be more involved with the union and to do my share. I believe in the teaching profession and I'm thankful for all the work the union has done to make our profession stronger. I love teaching and working with young people. They have good energy! I believe we are lucky to work in a profession where we can really make a difference. Sometimes it's easy to get frustrated when you tune into all the negative news with some people bashing public education and public schools, but never lose sight of the joy that teaching brings. We need to support and encourage each other.