

Agenda

1. **CALL TO ORDER** (*Action*)
2. **APPROVAL OF GENERAL MEETING AGENDA** (*Action*)
3. **OPEN FORUM** (*Information*)
4. **APPROVAL OF CONSENT AGENDA** (*Action*)
 - 4.1. General Board Meeting Minutes from February 9, 2012
 - 4.2. Routine Human Resource Activities for February 23, 2012
 - 4.3. Change Order Memo for North Education Center
 - 4.4. Technology Order for North Education Center
5. **SHARE THE SUCCESS & RECOGNITIONS - (5 minutes)** (*Information*)
 - 5.1. School Board Recognition Week (February 20-24, 2012)
 - 5.2. Paraprofessional Recognition Week (January 16-20, 2012)
 - 5.3. Superintendent Lewandowski - 2012 Women in School Leadership Award
6. **SUPERINTENDENT'S REPORT - (30 minutes)**
 - 6.1. Legislative Initiatives (*Information*)
 - 6.2. Legislative Report on Restraint
 - 6.3. Childcare Absent Day Limits/Impact to Intermediate District 287 Letter to Senator Hann
 - 6.4. Minnesota History Electronic Curriculum
 - 6.5. Governor Dayton Visit to South Education Center
7. **INSTRUCTIONAL REPORT - None**
8. **ADMINISTRATIVE SERVICES REPORT - (40 minutes)**
 - 8.1. Financial Report
 - 8.1.1. Approval of Routine Monthly Finance Report (*Action*)
 - 8.1.2. FY12 Budget Revision (*Action*)
 - 8.2. Facilities Report
 - 8.2.1. North Education Center (NEC) Facilities Committee Report (*Information*)
 - 8.3. Human Resource Report - (10 minutes)
 - 8.3.1. Staff Reduction ULA Resolution Changes for Following Year (*Resolution*)
9. **BOARD BUSINESS - (10 minutes)** (*Information*)
 - 9.1. Policy Review & Revision
 - 9.1.1. Communication & Records Bucket (CR) (*Action*)
 - 9.2. Board Reports
 - 9.2.1. Chair Report
 - 9.2.2. AMSD Report (Ann Bremer)
 - 9.2.2.1. AMSD Connections February 2012 Newsletter
 - 9.3. **District News** (*Information*)
 - 9.3.1. School Board Planning Calendar

9.3.2. February 23, 2012 Calendar

9.4. Once Around the Table

10. **ADJOURNMENT**

DISTRICT 287 REGULAR BOARD MEETING
Intermediate District 287
February 9, 2012
MINUTES

1. CALL TO ORDER

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

286	Brooklyn Center	Greg Thielsen
272	Eden Prairie	Carol Bomben
273	Edina	Peyton Robb
270	Hopkins	Laura Ronbeck
276	Minnetonka	Bob Quam
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:

Guests:

287 Administration: Sandra Lewandowski, Laura Keller-Gautsch, Char Myklebust, Anne Becker, Janet Johnson, Tom Shultz, Chad Maxa, and Wauneen Mgeni

287 Staff Members: Sara Ruff and Greg Krohn

Chair Bremer introduced new Board members Nancy Gores, and Bob Quam to the Board.

Chair Bremer administered The Oath of Office to the attending members N. Gores, B. Quam, L. Ronbeck, and G. Thielsen.

2. APPROVAL OF GENERAL MEETING AGENDA

The general meeting agenda was presented for approval. *Motion by Ann Bremer, seconded by Sherry Tyrrell, 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 annual organizational board meeting minutes from January 26, 2012 and the general meeting minutes from January 26, 2012. *Motion by Ann Bremer, seconded by Carol Bomben, to approve the Consent Agenda as presented. All in favor. Motion carried unanimously.*

5. SHARE THE SUCCESS & RECOGNITIONS - None

6. SUPERINTENDENT'S REPORT

Superintendent Lewandowski briefly updated the Board on two recent requests: 1) Governor Dayton request to visit South Education Center to launch the new initiative encouraging businesses to adopt schools; 2) MPR conducted an interview regarding the "Tipping Point" presentation that was presented at the AMSD conference.

7. INSTRUCTIONAL REPORT - None

8. ADMINISTRATIVE SERVICE REPORTS - None

Financial Report - None

Facilities Report - None

Human Resources Report – Closed Session

At the recommendation of Board Chair Bremer, a motion was made by Ann Bremer, seconded by Michèle Kunz, to close the meeting pursuant to Minnesota Statutes section 13D.05, subd. 3(c), to develop a plan for valuation of the District’s real and personal property related to the withdrawal of Bloomington Public Schools from membership in the Intermediate. All in favor. Motion carried unanimously. The meeting was closed to the public at 6:43 PM.

Human Resources Report – Closed Session

At the recommendation of Board Chair Bremer, a motion was made by Ann Bremer, seconded by Michèle Kunz; the school Board may hold a closed meeting to consider strategy for labor negotiations. All in favor. Motion carried unanimously. The meeting was closed to the public at 6:43 PM.

Human Resources Report – Closed Session

At the recommendation of Board Chair Bremer, a motion was made by Ann Bremer, seconded by Michèle Kunz, the school Board may hold a closed meeting as permitted by the attorney-client (Minnesota Statutes section 13D.05, subd. 3(b)), to discuss the lawsuit involving payments to Keystone Community Services. All in favor. Motion carried unanimously. The meeting was closed to the public at 6:43 PM

Human Resources Report – Closed Session

At the recommendation of Board Chair Bremer, a motion was made by Ann Bremer, seconded by Michèle Kunz; the school Board may hold a closed meeting pursuant to Minnesota Statutes section 13D.05, subds. 2 & 3, for consideration of allegations against one or more of its employees and a discussion with its attorney. All in favor. Motion carried unanimously. The meeting was closed to the public at 6:43 PM.

A motion was made by Ann Bremer, seconded by Dean Henke, to reopen the general meeting. All in favor. Motion carried unanimously. The general meeting reopened at 7:43 PM.

At the recommendation of Board Chair Bremer, a motion was made by Ann Bremer, seconded by Michèle Kunz, to approval of the separation agreement and the release of all claims between the District and a former employee. All in favor. Motion carried unanimously.

9. BOARD BUSINESS

Policy Review & Revision

Mrs. Anne Becker, General Counsel/Human Resource Director presented to the Board the Communication and Records bucket for a first read.

Chair Report

Chair Bremer, Board member Robb, Quam, Rowley, and Peterson briefly update the Board on their recent Get on the Bus visit to Sandburg.

AMSD Report

Chair Bremer briefly updated the Board on the AMSD meeting

Once Around the Table

At the request of Board Chair Bremer, Board members briefly introduce their selves.

10. ADJOURNMENT

Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 8:50 PM.

The next general meeting will be held on February 23, 2012, 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 – February 23, 2012**

LICENSED STAFF

1. New Hires:

A. Regular

- BENJAMIN DREWELOW, EBD Instructor at South Education Center, **refill for T. Bulboltz transfer**, effective January 27, 2012, BA, Step 1 – 1.0 FTE.
- MARIAH A. CARTER, DCD Instructor at South Education Center, **refill for M. Anderson transfer**, effective February 17, 2012, BA+30, Step 4 – 1.0 FTE.

B. Reinstatement of Licensure Waivers

-

C. Temporary

- JAYME L. BENNETT, Homebound DCD Instruction, effective January 17, 2012 through June 11, 2012.
- JODI EGGENBERGER, Ramp Up Technical Tutor effective February 14, 2012 through May 31, 2012.
- MATTHEW C. GUST, Ramp Up Technical Tutor effective February 21, 2012 through May 31, 2012.
- BeauJames HILLESHEIM, Ramp Up Technical Tutor effective February 21, 2012 through May 31, 2012.
- LAMIN KHAN, Ramp Up Technical Tutor effective February 21, 2012 through May 31, 2012.
- DANIEL LASKOWSKI, Independent Study English Instructor at Brooklyn Center High School, effective February 8, 2012 through June 30, 2012.
- KRISTIN LYNGAAS, Ramp Up Technical Tutor effective February 9, 2012 through June 30, 2012.
- HILLDA ORIENY, Ramp Up Technical Tutor effective February 21, 2012 through May 31, 2012.
- CONNIE A. RICHARDSON, Ramp Up Technical Tutor effective February 22, 2012 through May 31, 2012.
- LARRY SIMENSON, Food Service Assistant Instructor at Eden Prairie Campus, effective January 30, 2012 through June 11, 2012.
- MISTY D. TROMBLEY, DCD Instructor at South Education Center, effective February 13, 2012 through February 29, 2012.
- MAE P. VOLK, Ramp Up Technical Tutor effective February 21, 2012 through May 31, 2012.

2. Extended Leaves of Absence:

A. Unpaid

- MARIBETH BARRETT-GRIMSBY, School Social Worker at Sandburg Education Center, .05 FTE for the 2012-13 school year.
- JESSICA BURMESTER, Physical and Health Disabilities Instructor at the District Service Center, effective for the 2012-13 school year.
- TERRY GERSZEWSKI, EBD Instructor at Hennepin County Home School, effective January 23, 2012 through June 30, 2012.
- JESSICA KAST, EBD Instructor at Sandburg Education Center, .2 FTE effective for the 2012-13 school year.
- CHRISTINE L. SUNDAE, School Social Worker at Northwest Tech Center, .2 effective for the 2012-13 school year.
- AMY L. TUKUA, Science Instructor at West Academy, effective for the 2012-13 school year.
- GEORGEANN H. WOBESHALL, Instructor DCD at Edgewood Education Center, .2 FTE effective for the 2012-13 school year.

3. Separations:

A. Dismissal

-

B. Resignation

- MAGGIE F. McDONALD, DCD Instructor at Sandburg Education Center, effective February 10, 2012.

C. Retirement (Regular/Disability)

- SUSAN M. COMER-BERGEN, Work Experience Coordinator at Edgewood Education Center, effective June 11, 2012.
- MARY ANN DOOM, EBD Instructor at Omegon, effective June 11, 2012.
- SHARON L. LANDRUD, Reading Coordinator at the District Service Center, effective June 11, 2012.
- DANIEL R. NYLEN, Instructor Auto Mechanic Technician at the Brooklyn Park Campus, effective June 30, 2012.
- JUDI MARIE RINGE, Special Education Supervisor at Northwest Tech Center, effective June 30, 2012.

- MARY H. SHEIE, Instructor Deaf/Hard of Hearing at the District Service Center, June 30, 2012.
- BRADLEY J. WING, Physical and Health Disabilities Instructor at Sandburg Education Center, effective July 21, 2012.

4. Other:

- A.** RECOMMEND the Board's approval to credit, Kelly Jones, DHH Instructor at the District Service Center, with one (1) days of additional sick leave. These days have been donated by the staff members listed below who have authorized the District to reduce their individual sick leave balance by one (1) day.

Joan Elliot

Mary Peyton

NON-LICENSED STAFF:

1. New Hires:

A. Regular

- BRIELLE THOMAS, Education Assistant at South Education Center, **additional position due to increased enrollment**, effective January 30, 2012 – Step 9 Lane 4 +90 credits - .875 FTE.
- BRIDGET HUGHES, Education Assistant at South Education Center, **additional position due to increased enrollment**, effective February 1, 2012 – Step 4 Lane 4 + 90 credits - .875 FTE.

B. Temporary

-

C. Substitutes

- Thomas Stokely
- Amber Papp

2. Extended Leaves of Absence:

A. Unpaid

- EMILY AXTMANN, Education Assistant at Sandburg Education Center, .875 FTE for the 2012-13 school year.
- ANNETTE SCHUMM, Education Assistant at South Education Center, .2 FTE for the 2012-13 school year.
- TATFEN COLBAUGH, Interpreter at Northwest Tech Center, .875 FTE for the 2012-13 school year.
- LAURA BOGENREIF, Education Assistant at Northwest Tech Center, .075 FTE for the 2012-13 school year.

3. Separations:

A. Dismissal

-

B. Resignation

-

C. Retirement (Regular/Disability)

- NANCY SCHULZ, Education Assistant at South Education Center, effective June 11, 2012.
- KAREN GREGORY, Education Assistant at Bren Road Education Center, effective June 11, 2012.
- MARILYN ESSON, Education Assistant at Sandburg Education Center, effective June 11, 2012.

4. Other:

A.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

M E M O R A N D U M

Date: February 21, 2012
To: Sandra Lewandowski, Superintendent
From: Thomas Shultz, Director of Facilities
RE: **NEC Change Orders**

The following is a list of Change Orders (COs) for the North Education Center construction project. According to the Board-approved decision making process, *Levels of Authority*, those items that are less than \$10,000 may be approved by District Administration. All Change Orders presented are within that range, falling under Facilities Director approval. These are being presented as information only.

The total cost is \$21,561.

Administration Decision

Change Order #37	Provide blinds for windows in Room 209, Literacy Lab.	\$2,843
Change Order #38	Reflects change in ERU (energy recovery unit) 3 outdoor intake access doors, modifications to the intake plenum, and relocating exhaust fan VFD (variable frequency drive) to improve access to ERU 3.	\$6,516
Change Order #39	Changes to operating controls for the kitchen exhaust to keep the kitchen cooking exhaust fan operating whenever the hood suppression system is activated	\$1,741
Change Order #40	Door 210.1 had no hardware set specified in the contract documents, and lockset needed to be electronic.	\$896
Change Order #41	Change the duct sizing for coordination purposes resulting in a change in the fire damper.	\$1,434
Change Order #42	Revise the operating system for Doors B118 and B116.1 from a manual rest system to an automatic rest system as proposed by the door supplier.	\$8,131

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

M E M O R A N D U M

Date: February 21, 2012

To: Sandra Lewandowski, Superintendent

From: Chad Maxa, Director of Information Technology

RE: **NEC Infrastructure Purchases for Areas A and B**

I am preparing to purchase our first round of network equipment for the Areas A and B of the North Education Center. As we are responsible for the installation and configuration of the network equipment, the equipment is needed by April 1st to ensure that we stay on schedule. The cost of the equipment totals \$152,398.40, and has been budgeted for in the FY12 technology budget. Board approval is requested.

PROCLAMATION

*In recognition for the Service of Board Members
Ann Bremer, Carol Bomben, Bob Quam,
Dean Henke, Sherry Tyrrell, Michèle Kunz, Carter Peterson,
Peyton Robb, Laura Ronbeck, Nancy Rowley, Nancy Gores
and Greg Thielsen
from Intermediate District 287*

***WHEREAS**, the mission of public schools is to meet the educational needs of all children and empower them to become competent, productive contributors to a democratic society and an ever-changing world; and*

***WHEREAS**, local school board members are committed to children and believe that all children can be successful learners and that the best education is tailored to the individual needs of the child; and*

***WHEREAS**, local school board members work with parents, education professionals and other community members to create the educational vision we want for our students; and*

***WHEREAS**, local school board members are responsible for ensuring the structure that provides a solid foundation for our school system; and*

***WHEREAS**, local school board members assure the educational program is accountable to the community; and*

***WHEREAS**, local school board members are strong advocates for public education and responsible for communicating the needs of the school district to the public and the public's expectations to the district;*

***THEREFORE, I**, Sandra Lewandowski, do hereby declare my appreciation to the members of the Intermediate District 287 School Board and proclaim the week of February 20-24, 2012, as **SCHOOL BOARD RECOGNITION WEEK**. I urge all citizens to join me in recognizing the dedication and hard work of local school board members. Furthermore, I urge all citizens to work with the board to build an education system that meets the needs of both today's and tomorrow's children.*

***IN OFFICIAL RECOGNITION WHEREOF**, I hereby affix my signature this 23 day of February 2012.*



Sandra Lewandowski, Superintendent

February 23, 2012

Date

Intermediate School Districts
...Innovation through Collaboration



2012 Legislative Session

Legislative proposals prepared by Intermediate School Districts #287, #916, and #917 for legislators and member districts to use as a resource in understanding the mission and critical needs of the Intermediates in serving career and technical, special education, and other academic needs of students. For questions or more information, please contact:

Superintendent Sandy Lewandowski, #287 (763.550.7100)
Superintendent Connie Hayes, #916 (651.415.5656)
Superintendent John Christiansen, #917 (651.423.8226)
Valerie Dosland, Ewald Consulting (612.490.3052)

THE ROLE OF INTERMEDIATE SCHOOL DISTRICTS

The three Intermediate School Districts formed in the late 1960s at the request of local school districts to deliver vocational and technical education. This delivery model was intended to eliminate low-enrolled, costly programs and services offered in individual local school districts and replace them with higher-enrolled, more cost-effective programs and services at one or more of the Intermediate School District sites. Central to this strategy was an effort to avoid duplicating expensive equipment and specialized facilities in K-12 districts in which enrollment was not sufficient to support quality programs. Over time, experience confirmed the wisdom of this decision. Member districts reduced or eliminated high-cost, inefficient local programs and services in the areas of special education and career and technical education.

Meanwhile, the Intermediate School Districts continue to evolve to meet the changing needs of students and K-12 school districts by providing state-of-the-art curricula, equipment, shared services and technologies for students in their member districts with minimal duplication of programs and services. In fact, very distinct, non-competitive market niches exist for each category of programs and services. This is particularly true in the case of major program expansions for on-line learning, at-risk students, gifted and talented students, and low-incidence academics such as world languages.

2012 LEGISLATIVE PLATFORM

Intermediate School Districts 287, 916, and 917 are vital resources to our member school districts and provide important programs and services to students. We are grateful for the Legislature's support and are well-positioned to continue and enhance our unique mission as both special school districts and regional service providers.

With continued support from the Legislature, the Intermediate School Districts can continue to provide quality programs and services in special education, career and technical education, and a variety of other specialty areas for our member districts and other customers. Responding to our legislative needs will also enhance our ability to serve as a model for the regional delivery of many of the programs and services needed by students and K-12 school districts. Collaborating in this manner provides significant economies of scale and enhanced opportunities for students.

The Intermediate School Districts understand the many challenges faced by state policy makers and will work collaboratively with policymakers and other education organizations sharing the goals of supporting a strong public education system. Here are the key initiatives supported by the Intermediate School Districts for the 2011 legislative session.

SUPPORT THE UNIQUE NEEDS OF THE INTERMEDIATE SCHOOL DISTRICTS

Intermediate School Districts serve a set of learners with highly complex and specialized individual learning needs and the teacher skills needed are not the same as those needed for serving students in a more mainstream K-12 environment. In addition, member school districts ask the Intermediate School Districts to provide education services to their unique student populations.

In order to reflect these needs, the Intermediate School Districts are requesting:

Address the effect of cost shifting from human services and corrections on public education and the Intermediate School Districts.

Ever since IDEA (Individuals with Disabilities Education Act) was passed in 1975 and not fully funded, public schools have handled a cross-subsidy that has mushroomed over time. And, the number of youth who exhibit severe and dangerous (e.g. biting, hitting, sexual aggression) behaviors that are being served in the public schools continues to increase. The needs of these young people far exceed what public schools are currently designed or funded to meet.

The Intermediate Districts and their member districts work hard to make the most of limited resources but these challenges must be addressed at the legislative level. The shift in severity of students' needs is driving costs in a dramatic way that impacts our overall ability to provide an adequate education for all of our students.

The Intermediate School Districts will work with the various education organizations to address this issue but we want policy makers to understand that the profound nature of our current challenge requires all our collective attention and action.

Allow school districts to use appropriate restraint measures to ensure student and staff safety.

Last session, the Legislature approved a provision to allow school districts to continue to use prone restraints until August, 2012 if a school district met certain requirements in statute. This is a temporary solution of which the Intermediates would like to find a resolution to. However, we are asking the Legislature to extend the provisions of this statute for one year while we work with other stakeholder groups to find a long-term resolution to allow the use of prone restraints in limited circumstances. An extension would allow us more time to develop options as well as obtain more data on the use of prone restraints in school districts.

Continue to support the voluntary shared services efforts while looking at ways to remove barriers and provide incentives to encourage more shared services arrangements.

The Intermediate School Districts have played a vital role over the years in providing shared services to their member school districts. They were able to achieve this because timing, fit and trust have been critical elements to these shared service arrangements. This work is ongoing and currently the Intermediate School Districts are exploring expanding the idea of shared services into the areas of pupil transportation, curriculum review and student support services.

The Intermediate School Districts support shared services but any efforts should be voluntary for school districts, should remove barriers and provide incentives.

Support efforts to increase opportunities for students and maximize resources for school districts

Programs and services provided directly and delivered regionally by Intermediate School Districts continuously evolve to meet the changing needs of students and K-12 school districts to help maximize resources and increase opportunities for all students. The Intermediate School Districts support efforts to provide additional funding for a broad range of educational opportunities for students including career and technical and college preparation as well as collaborative efforts to increase administrative efficiencies.

STABILIZATION OF EDUCATION FINANCE SYSTEM

The Intermediate School Districts understand the state faces a historic budget challenge that has left school districts with fewer resources and greater challenges. It is critical that the Governor and Legislature take the steps necessary to stabilize education funding and increase flexibility for school districts as the state recovers from this economic crisis.

February 13, 2012

Sandra Lewandowski, Superintendent
District Service Center
1820 Xenium Lane North
Plymouth, MN 55441-3708

Senator David Hann
75 Rev. Dr. Martin Luther King Jr. Blvd.
Capitol Building, Room 328
St. Paul, MN 55155-1606

Telephone: 763.550.7101
www.district287.org

Dear Senator Hann,

Last session a provision was adopted that will go into effect next year to reduce funded school based childcare absences for teen moms to 10 days per year at which point, they will no longer have access to childcare funding. Our school district, in collaboration with other school districts that sponsor teen parent programs and provide onsite childcare, are seeking a legislative change to address teen parents this session.

Without a resolution, the impact of the 10 day limit (which is a change from the current 25 day limit) results in a shift of costs to school districts. Shifting the financial burden to schools and removing support for teen parents has short and long term consequences that are of great concern. Because school districts will have fixed but not reimbursable costs, districts may need to close programs. Without school-based child care,

- it will become difficult for teen parents to attend school regularly, decreasing the chances of teen parents obtaining high school diplomas, and
- a major increase in these student's dropout rate will be costly to the community and taxpayers in the long run; much more costly than allowing the current number on non-reimbursable absences. Two generations will be affected because the babies of teen parents will be less likely to experience high quality developmental child care that leads to school readiness and school success.

To conclude, I ask your support of the legislation to remove the limit of annual absences to 10 days for school based childcare programs before teen moms lose their childcare. At risk students miss school for the very reasons that make them at risk, and a policy that further discourages them to come to school once they have missed 10 days is not good policy. It is unfair to shift the burden of daycare funding to the schools, and unwise to create long-term dependence for these teen moms and their children on public funding.

I am proud that our teen parent programs create positive social outcomes, including breaking the cycle of poverty by graduating students at a higher-than-average rate in Hennepin County; and I hope that I can count on your support maintain this invaluable service to our entire community. Please let me know if there is any further information I can provide.

Thank you for your attention to this matter,



Sandra Lewandowski, Ed.S.
Superintendent

Minnesota History

Electronic Curriculum Project

*A proposal for consideration by school districts
in collaboration with Intermediate District 287*

What follows is a proposal for how school districts might collaborate to design Minnesota History Curriculum that would (1) be a web-accessible resource for teachers, and (2) not require ongoing print purchase from publishers. This proposal is based on direction provided through discussion at the October 2011 and January 2012 Teaching and Learning Advisory meetings of Intermediate District 287.

Who

A team of 5 to 6 identified teachers from participating districts will write the curriculum. All districts that share in the development expense will have access to the curriculum for use in their schools and the ability to modify the curriculum over time to meet local needs and incorporate new resources.

District Teaching and Learning contacts are nominating writing team members via a google form. Technology skills are not as important as knowledge of content and good writing and collaboration skills. Writing team members will be asked to submit writing and unit design samples. After an initial screening, they will be interviewed (possibly via Skype) and selected by the project steering team, a group composed of one representative from each participating district. Ideally we would be able to include all districts' nominees on the writing team; however, if the number becomes too large to be manageable, primary and secondary writing roles could be established.

So that all districts declaring commitment to the project can be part of the collaboration even if they do not have a writing team teacher involved, districts will share equally in development costs. We anticipate a minimum of 200 hours of development, using the metric of one hour of development time for one hour of student time that we have found was the average with the District 287-managed Ed Tech ARRA grant to create units in the electronic Moodle platform. Intermediate District 287 will manage teacher pay, billing districts for their portion and using the highest negotiated rate among the group to pay all members of the group.

The work of the content experts will be facilitated by a coordinator who will help assure the quality of the development and delivery. Jon Fila, a District 287 Innovation Coach and Online Learning Facilitator, will fill this role. Fila is recognized nationally for his expertise designing (and helping others to design) electronic curriculum that is accessible and engaging. While his time spent during the school year would be contributed as part of his 287 assignment, we expect that a summer contract for 80 hours would be sufficient for him to guide the process, mentor individual teachers, and assure technical polish. This contract time would be considered in the overall labor costs for the project.

What

Districts are asked to commit to the project using a form and process much like that used with the Northern Star Online collaborative. The agreement states the commitment entails:

- initial payment of writing team,
- understanding that what is produced is not the intellectual property of any individual or individual district,
- recognition of the need for flexibility and compromise in initial course design,
- understanding that the Minnesota State Standards will guide curriculum decisions, and
- promise to abide by the direction of an expert council should any dispute arise in course design.

Benefits noted include:

- immediate access to curriculum (as opposed to access after a pilot year when it becomes open source),
- influence in design,
- ability to make refinements and additions for implementation within the district, and
- ongoing access to refinements and additions made by others in the collaborative.

Where

District 287 will host the curriculum/course on its Moodle server and manage copying courses for individual teacher use. This will allow greatest access and security and will not incur additional fees.

When/Next Steps

January 2012:

-Districts receive proposal and accompanying statement of intent to participate. The statement of intent is modeled on existing Northern Star Online agreements and can be signed by whomever the district determines has the authority.

-Districts nominate writers by February 3.

February 2012:

-Districts that declare intent to participate return signed form no later than February 15.

-Nominated writers are contacted to complete online application form by February 17.

-Participating district decision-makers form a steering group to provide direction. A proposed date for the initial meeting of the steering group is February 24 at the 287 Service Center.

-Possibly the meeting could be held adjacent to the Teaching and Learning Advisory that begins at 1PM.

-Preliminary agenda items include: screening of writing team applicants and scheduling time to interview successful applicants; determining overall design parameters, e.g., cultural literacy, flipped classroom, MN history and digital literacy standards; determining the structure and membership for the expert group to settle design disputes; and identifying additional partners for project, e.g. the History Center and TIES.

March 2012:

- Potential writers are interviewed and selected by steering group.
- Selected writers have initial organizing meeting.
- District financial commitment is determined based on writing group size and numbers of collaborating districts.

April to July 2012:

- Writing team designs course.
- Districts agree on scope of pilot.

August 2012:

- Writing team conducts staff development for affected teachers.

September 2012:

- Pilot begins.

October 2012 –March 2013:

- Writing team refines course based on pilot feedback.

April-June 2013:

- Writing team adds levels of differentiation.

July – August 2013:

- Full-scale launch.

September 2013

- Participating districts agree on mechanism for maintaining curriculum and making available to others. For example, might service agreements with interested districts support coordination of content improvement, training, and distribution?

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

Regular Meeting – February 23, 2012

AGENDA SECTION: ADMINISTRATIVE SERVICES REPORTS

ITEM: Approval of Routine Monthly Finance Report

PRESENTED BY: Janet A. Johnson, Director of Finance

1. Background Information

The January Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds excluding Fund 06, Building Construction, total \$38,361,550, or 46.2% of the Original Revenue Budget of \$83,032,508. 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. During FY12, we are receiving cash payments at 60% of the entitlement. That compares to 90% in FY09, 73% in FY10, and 70% in FY11. Revenue will be made whole at the end of each fiscal year as we calculate all of our receivables and recognize the revenue receivable as part of the audit.

Year-to-date expenditures in all funds excluding Fund 06, Building Construction, total \$39,997,543, or 48.4% of the Original Expenditure Budget of \$82,644,155.

While we continue to have issues with the MDE Special Education Uniform Tuition billing system, the significant increase in cash recently is due to MDE’s recognition of the impact of their aid entitlement calculations and delayed appeal responses on District 287’s cash flow.

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: _____

REPORT: EXPREV 006 REVENUE SUMMARY BY FUND - Board Report
 STATEMENT OF REVENUE
 DIST 0287 Intermediate District 287 ACCOUNTING PERIOD 01/01/12 TO 01/31/12

RUN: MON 021312 09:24 PAGE 1

ACCT STATUS: All Account Statuses
 ZERO BALANCES: Suppress Zero Balances

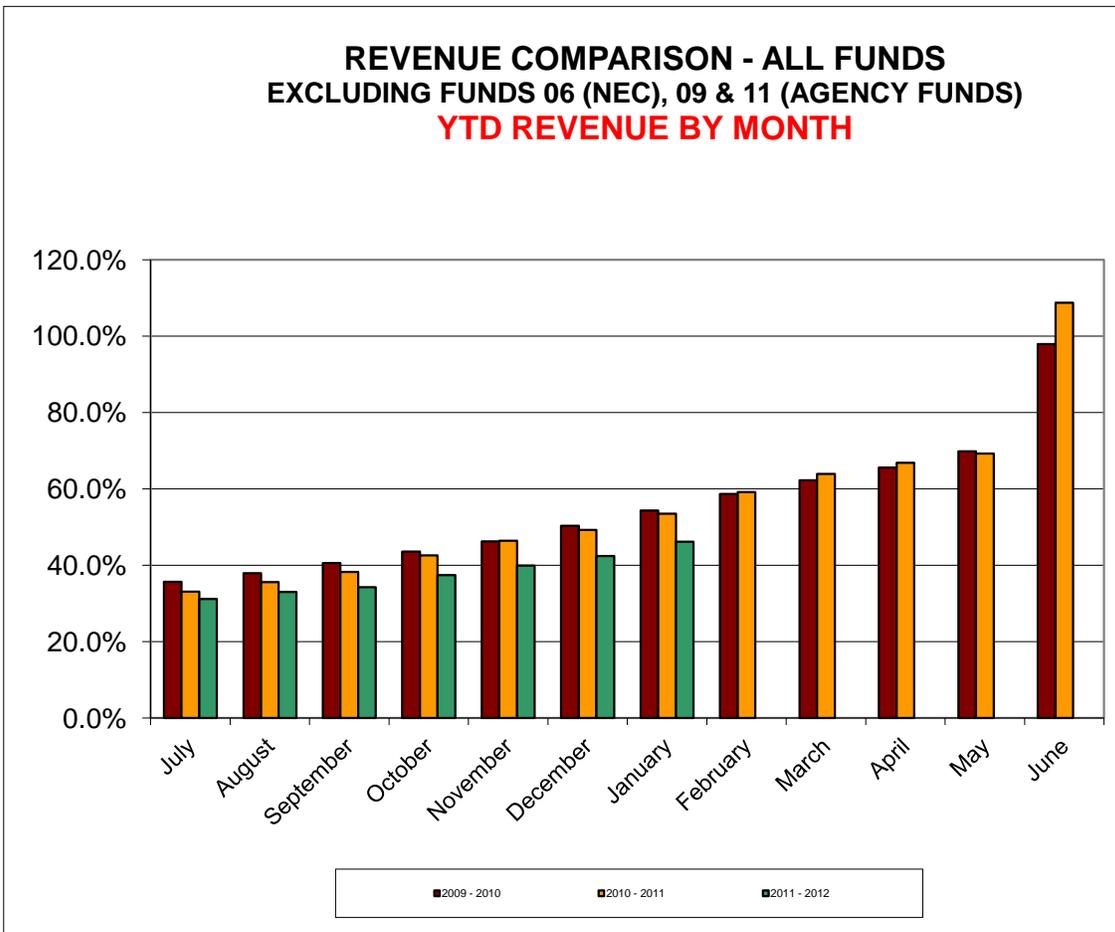
ACCOUNT RANGES: 01 TO 99-999
 INCLUDE/EXCLUDES: EXL FD 09 09 EXL FD 11 11

FD	PRIOR YEAR ACTUAL	REVISED BUDGET	01/01/12 TO 01/31/12	FISCAL YEAR 201107 RECEIVED THRU 01/31/12	REMAINING ON 01/31/12	PERCENT REMAINING
01 GENERAL FUND	23,037,509.80	18,012,404	372,060.22	9,125,018.49	8,887,385.51	49.34 %
02 FOOD SERVICE FUND	326,907.87	320,845	31,834.86	61,796.24	259,048.76	80.73 %
04 COMMUNITY SERVICE FUND	245,925.96	288,199	11,692.09	64,447.69	223,751.31	77.63 %
06 BUILDING CONSTRUCTION FUND	33,993,002.67	0	3,159.72	34,777.46	34,777.46-	0.00 %
07 DEBT SERVICE FUND	1,505,683.26	5,520,000	0.17	1,143,909.66	4,376,090.34	79.27 %
08 TRUST FUND	443,237.92	0	48,607.30	272,976.13	272,976.13-	0.00 %
10 SCHOLARSHIP FUND	51,361.84	0	0.00	545.00	545.00-	0.00 %
12 ALC-ACADEMIC	8,740,579.53	9,122,525	223,526.58	6,252,560.07	2,869,964.93	31.46 %
13 CAREER & TECH	1,816,221.93	1,860,719	2,445.59	1,244,546.00	616,173.00	33.11 %
14 SPECIAL EDUCATION	44,947,233.21	47,870,516	2,301,918.59	19,802,836.61	28,067,679.39	58.63 %
20 INTERNAL SERVICE FUND	528,232.56	0	145,592.71	382,764.10	382,764.10-	0.00 %
30 KEYSTONE ITD	68,349.00	0	0.00	0.00	0.00	0.00 %
41 DONATIONS	633.58	0	64.61	280.69	280.69-	0.00 %
51 STUDENT CLUBS	27,711.28	33,300	1,658.66	9,869.84	23,430.16	70.36 %
*** REPORT TOTALS:	115,732,590.41	83,028,508	3,142,561.10	38,396,327.98	44,632,180.02	53.75 %

DISTRICT 287

REVENUE COMPARISON - ALL FUNDS EXCL. 06 (NEC), 09 & 11 (AGENCY FUNDS)

Month	2009 - 2010		2010 - 2011		2011 - 2012	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	26,328,904	35.7%	24,850,317	33.1%	25,873,696	31.2%
August	1,643,203	37.9%	1,917,864	35.6%	1,547,432	33.0%
September	1,997,224	40.6%	1,976,441	38.2%	1,014,685	34.2%
October	2,207,558	43.6%	3,267,074	42.6%	2,606,586	37.4%
November	1,982,827	46.3%	2,880,502	46.4%	2,065,709	39.9%
December	3,006,224	50.3%	2,114,810	49.2%	2,114,041	42.4%
January	2,910,074	54.3%	3,197,405	53.5%	3,139,401	46.2%
February	3,203,938	58.6%	4,262,556	59.1%		
March	2,630,766	62.2%	3,559,420	63.9%		
April	2,518,014	65.6%	2,208,715	66.8%		
May	3,090,652	69.8%	1,840,429	69.3%		
June	20,735,897	97.9%	29,664,054	108.7%		
TOTAL	72,255,282	97.9%	81,739,588	108.7%	38,361,550	46.2%
BUDGET	73,818,687		75,178,488		83,032,508	



REPORT: EXPREV 007 EXPENDITURE SUMMARY BY FUND - Board Rept
 STATEMENT OF EXPENDITURES
 DIST 0287 Intermediate District 287 ACCOUNTING PERIOD 01/01/12 TO 01/31/12

RUN: MON 021312 09:24 PAGE 1

ACCT STATUS: All Account Statuses
 ZERO BALANCES: Suppress Zero Balances

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

EXL FD 11 11

FD	PRIOR YEAR ACTUAL	REVISED BUDGET	01/01/12 TO 01/31/12	FISCAL YEAR 201107 EXPENDED THRU 01/31/12	ENCUMBERED THRU 01/31/12	REMAINING ON 01/31/12	PERCENT REMAINING	
01	17,083,389.76	18,025,999	1,116,923.80	9,287,610.52	1,819,463.76	6,918,924.72	38.38 %	
02	326,907.87	320,845	53,317.10	169,916.46	136,082.21	14,846.33	4.62 %	
04	245,925.96	288,199	17,324.45	100,492.58	18,436.80	169,269.62	58.73 %	
06	6,584,441.98	31,519,525	3,310,035.91	15,716,340.60	11,158,044.84	4,645,139.56	14.73 %	
07	1,501,117.32	5,520,000	442,252.01	2,679,911.63		2,840,088.37	51.45 %	
08	440,950.06	0	48,607.30	273,181.33		273,181.33-	0.00 %	
10	0.00	0	0.00	7,010.18		7,010.18-	0.00 %	
12	8,597,462.06	9,126,525	785,131.15	4,700,532.39	799,367.71	3,626,624.90	39.73 %	
13	1,727,372.86	1,861,719	134,913.66	860,231.55	29,882.95	971,604.50	52.18 %	
14	43,586,629.61	47,467,568	4,077,548.49	21,691,131.65	786,922.42	24,989,513.93	52.64 %	
20	404,958.04	0	61,584.29	217,056.89		217,056.89-	0.00 %	
30	68,349.00	0	0.00	0.00		0.00	0.00 %	
51	37,219.06	33,300	2,455.41	10,468.05	1,413.96	21,417.99	64.31 %	
***	REPORT TOTALS:	80,604,723.58	114,163,680	10,050,093.57	55,713,883.83	14,749,614.65	43,700,181.52	38.27 %

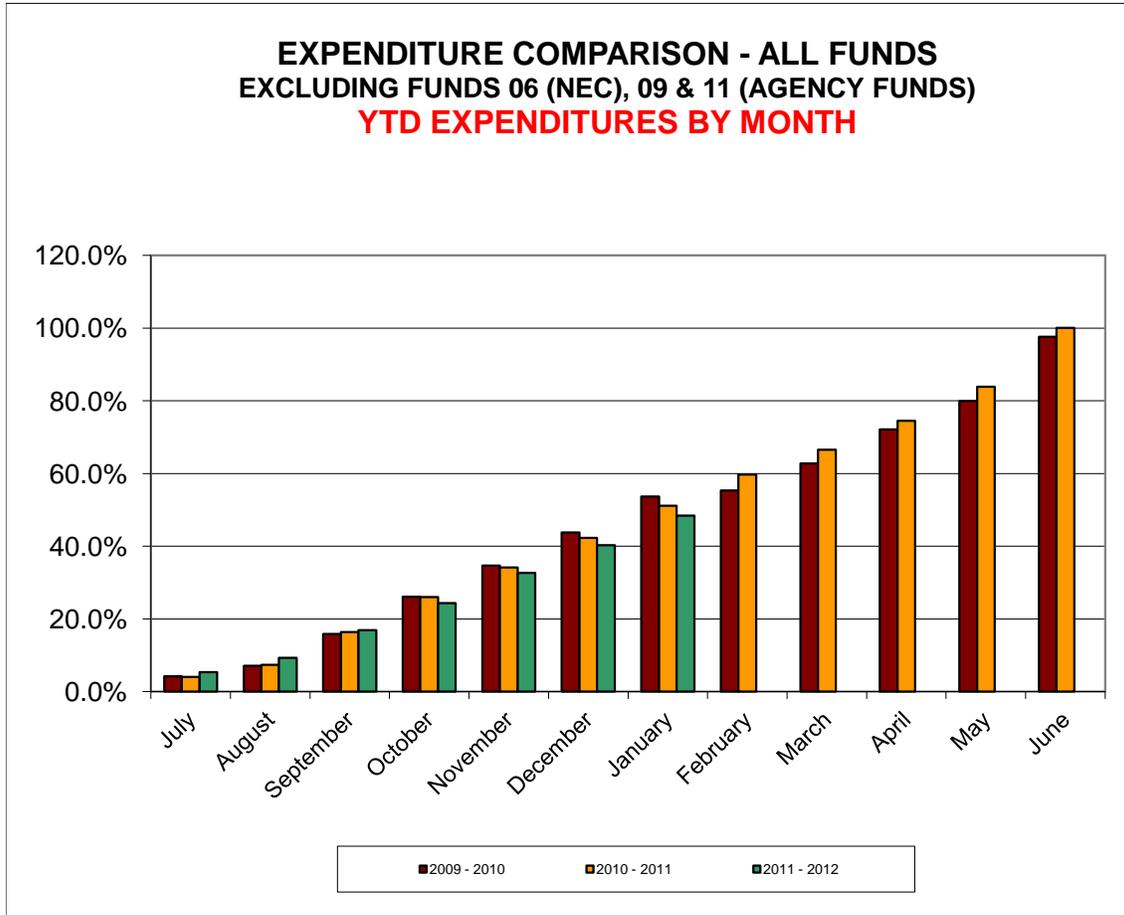
DISTRICT 287

EXPENDITURE COMPARISON - ALL FUNDS EXCL. 06 (NEC), 09 & 11 (AGENCY FUNDS)

Month	2009 - 2010		2010 - 2011		2011 - 2012	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	3,100,407	4.3%	2,997,044	4.0%	4,426,791	5.4%
August	2,090,194	7.1%	2,470,164	7.4%	3,242,009	9.3%
September	6,381,272	15.9%	6,695,052	16.4% ²	6,314,818	16.9%
October	7,468,578	26.1%	7,071,964	26.0%	6,114,673	24.3%
November	6,212,868	34.7%	6,026,323	34.1%	6,924,324	32.7%
December	6,626,034	43.8%	6,049,172	42.3%	6,234,872	40.2%
January	7,212,163	53.7%	6,554,858	51.2%	6,740,058	48.4%
February	1,226,463	55.4% ¹	6,315,161	59.7%		
March	5,379,804	62.8%	5,037,604	66.5%		
April	6,840,093	72.1%	5,900,120	74.5%		
May	5,634,133	79.9%	6,923,777	83.8%		
June	12,871,609	97.6%	11,979,044	100.0%		
TOTAL	71,043,619	97.6%	74,020,282	100.0%	39,997,543	48.4%
BUDGET	72,817,617		74,008,146		82,644,155	

¹ Insurance Costing correction from 7/1/08-2/28/09

² Includes \$1,132,399.50 payment for purchase of Hosterman land



Partner in Education

DATE: **February 13, 2012**

TO: Members of the School Board

FROM: Janet A. Johnson, Director of Finance

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

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

- | | |
|---|--|
| 1. Claim payments for: January 2012 | Totaling <u><u>\$ 9,748,662.32</u></u> |
| a) Check #'s 486220 - 486542, 70009604 - 70009755
and Electronic Wire Transfers out - #'s 2287 - 2294, 3067, 80000232- 80000241 | |
| 2. Payroll for: January 2012 | Totaling <u><u>\$ 2,380,053.38</u></u> |
| a) Check #'s 675446 - 675450
b) Direct Deposit #'s 202910 - 204793
and Electronic Wire Transfers out - #'s 4079 - 4080 | |
| 3. Receipts for: January 2012 | Totaling <u><u>\$ 3,498,131.14</u></u> |
| a) Receipt #'s 129958 - 130128 | |
| 4. Investments at end of month | Totaling <u><u>\$ -</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 Net Cash- All Accounts

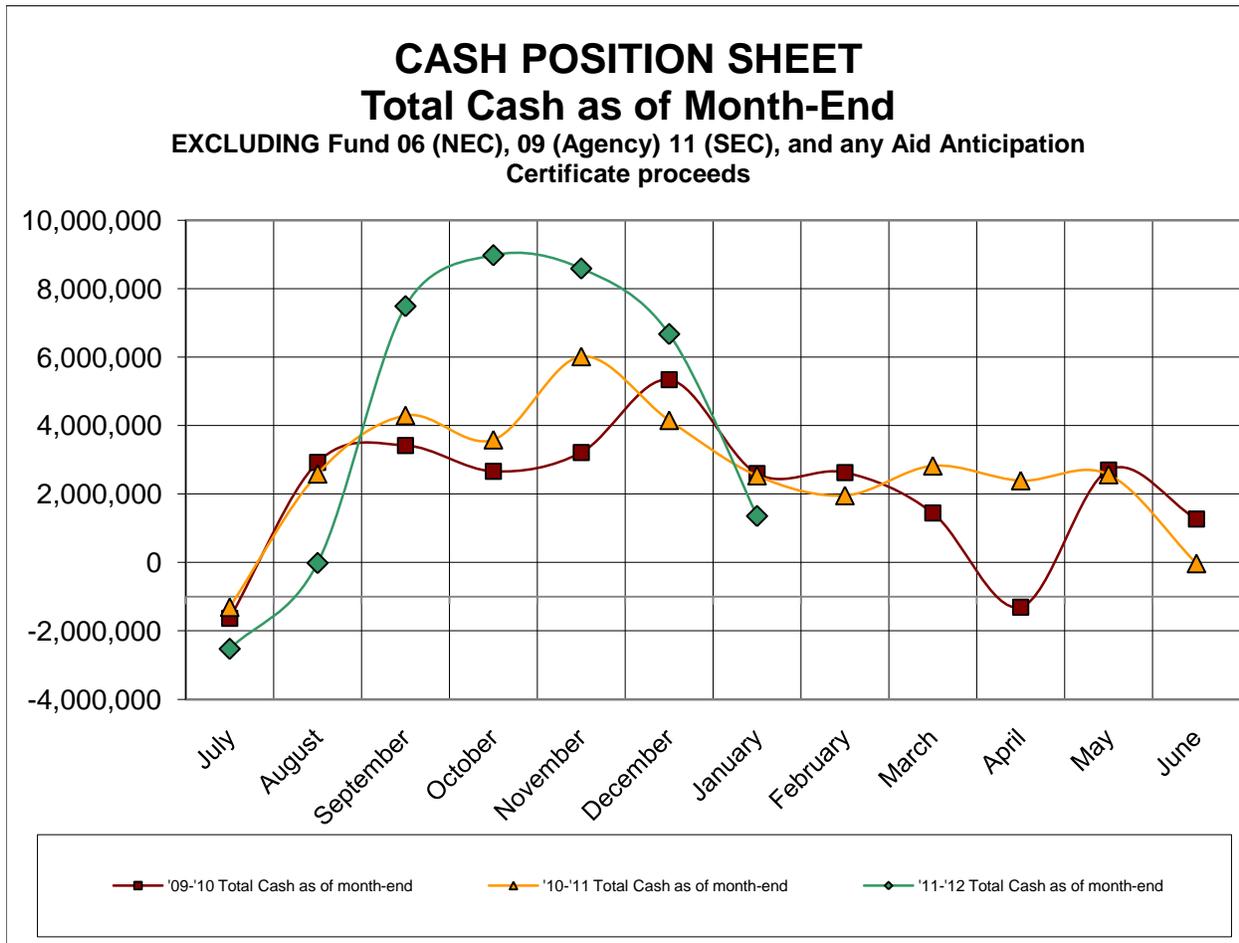
- EXCLUDING Fund 06 (NEC Construction), 09 (Agency) and 11 (SEC Construction)

<u>Date</u>	<u>'09-'10 Total Cash as of month-end</u>	<u>'10-'11 Total Cash as of month-end</u>	<u>'11-'12 Total Cash as of month-end</u>
July	-1,635,886	-1,311,376	-2,523,529
August	2,924,129	2,589,499	-15,086
September	3,420,767	4,297,117	7,492,933
October	2,663,437 ¹	3,587,135 ²	8,982,957 ³
November	3,215,281 ¹	6,023,170 ²	8,595,697 ³
December	5,343,251 ¹	4,155,869 ²	6,678,835 ³
January	2,595,593 ¹	2,536,880 ²	1,358,298 ³
February	2,630,541 ¹	1,956,153 ²	
March	1,441,697 ¹	2,824,310 ²	
April	-1,306,262 ¹	2,391,598 ²	
May	2,705,205 ¹	2,569,311 ²	
June	1,270,575 ¹	-33,370 ²	

¹ excludes Aid Anticipation Certif. proceeds of \$4,902,195.65 in Oct. 2009, paid back in Sept. 2010

² excludes Aid Anticipation Certif. proceeds of \$3,601,990.60 in Oct. 2010, paid back in Sept. 2011

³ excludes Aid Anticipation Certif. proceeds of \$5,900,000.00 in July 2011



INTERMEDIATE DISTRICT 287

JANUARY 2012 ACTIVITY

WIRE TRANSFERS IN:

DATE	AGENCY	TO	EF#	AMOUNT	DESCRIPTION
01/04/12	EDUC-FNS	MSDLAF	301358	30.00	INV#68944 HENN TECH COLLEGE SPIRAL BINDINGS
	EDUC-FNS	MSDLAF	301358	3,516.51	FED BKFST - SEC & BREN OCT11
	EDUC-FNS	MSDLAF	301358	118.55	STATE BKFST - SEC & BREN OCT 11
	EDUC-FNS	MSDLAF	301358	7,793.08	FED LUNCH - SEC & BREN OCT 11
	EDUC-FNS	MSDLAF	301358	436.44	STATE LUNCH - SEC & BREN OCT11
	EDUC-FNS	MSDLAF	301358	1,018.36	REG LUNCH - SEC & BREN OCT 11
01/06/12	MATH & SCIENCE	MSDLAF	305228	27,079.85	INV#68535 MATH & SCIENCE GRANT FINAL
	MN DEPT OF ED	MSDLAF	305228	172.13	INV#68935 SUB REIMBURSEMENT GRETA PALMBERG
01/12/12	EDUC STATE AID	MSDLAF	316502	52,190.79	GENERAL ED AID FY1112
	EDUC STATE AID	MSDLAF	316502	1,480,694.96	SPECIAL ED AID FY1112
01/13/12	MN DEPT OF ED	MSDLAF	318611	172.13	INV#68986 SUB REIMBURSEMENT GRETA PALMBERG
01/18/12	MN DEPT OF ED	MSDLAF	328920	6,271.61	INV#69046 F414 TITLE II GRANT
1/25/2012	EDUC-FNS	MSDLAF	338468	4,126.86	FED BKFST - SEC,BREN & HEADWAY NOV11
	EDUC-FNS	MSDLAF	338468	96.70	STATE BKFST - SEC, BREN & HEADWAY NOV 11
	EDUC-FNS	MSDLAF	338468	9,240.45	FED LUNCH - SEC, BREN & HEADWAY NOV 11
	EDUC-FNS	MSDLAF	338468	455.16	STATE LUNCH - SEC,BREN & HEADWAY NOV11
	EDUC-FNS	MSDLAF	338468	1,062.04	REG LUNCH - SEC, BREN & HEADWAY NOV 11
1/27/2012	EDUC STATE AID	MSDLAF	342736	41,752.63	01S211 GENERAL ED AID FY1112
	EDUC STATE AID	MSDLAF	342736	11,195.06	01S211 ON-LINE LEARNING FY1112
	EDUC STATE AID	MSDLAF	342736	2,115.71	01S211 ON-LINE LEARNING FY1011

MTD TOTALS 1,649,539.02

WIRE TRANSFERS OUT:

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
	MSDLAF	BANK CARD SERVICES	2287	176.51	MERCHANT CARD FEES DEC11
	MSDLAF	BANK OF MONTREAL	2288	69,553.41	P-CARDS DEC 2011
	MSDLAF	EBC	2289	83,889.51	EMPLOYEE & EMPLOYER 403B RETIREES
	MSDLAF	WELLS FARGO	2290	3,926.62	WELLS FARGO BROKERAGE SVS LLC
01/13/12	MSDLAF	EBC	80000232	94,916.86	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000233	273,071.92	FEDERAL TAXES
	MSDLAF	EBC	80000234	72,537.86	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	80000235	17,605.57	EMPLOYEE & EMPLOYER 403B
	MSDLAF	MN DEPT OF REV	80000236	136,687.15	FEDERAL TAXES
	MSDLAF	US BANK		1,189,417.18	DIRECT DEPOSIT PAYROLL
01/20/12	MSDLAF	US BANK	2291	1,047,898.75	US BANK LEASE PURCHASE LOANS#1 AND #2
	MSDLAF	WELLS FARGO	2292	584,522.33	WELLS FARGO BROKERAGE SVS LLC
	MSDLAF	US BANK	2293	134.17	ARP FEE VOUCHER ACCT NOV11
	MSDLAF	CHS	2294	48,607.30	CHS FLEX PAYMENTS JAN12
01/31/12	MSDLAF	US BANK		1,180,887.08	DIRECT DEPOSIT PAYROLL
	MSDLAF	EBC	80000237	17,617.52	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000238	132,812.77	FEDERAL TAXES
	MSDLAF	MN DEPT OF REV	80000239	52,659.87	EMPLOYEE & EMPLOYER 403B
	MSDLAF	EBC	80000240	266,872.90	FEDERAL TAXES
	MSDLAF	US BANK	80000241	71,365.02	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	3067	50.54	ARP FEES RECEIPT ACCT NOV11
	MSDLAF	US BANK	4079	VOID	ARP FEES PAYROLL ACCT NOV11
	MSDLAF	US BANK	4080	61.51	ARP FEES PAYROLL ACCT NOV11

MTD TOTALS 5,345,272.35

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

Regular Meeting – February 23, 2012

AGENDA SECTION: ADMINISTRATIVE SERVICES REPORTS

ITEM: Approval of FY12 Budget Revision

PRESENTED BY: Janet A. Johnson, Director of Finance

1. Background Information

A motion is necessary to approve the Budget Revision as presented. The budget has a Beginning Fund Balance of \$43,547,044 in Total Governmental Funds, with a revised Revenue Budget of \$82,141,328, and revised Expenditure Budget of \$108,840,992. This results in a revised 6/30/12 Adjusted Fund Balance of \$16,847,380 in Total Governmental Funds.

The Total Unassigned Fund Balance in the General Fund is projected at \$4,323,696 or 5.9%.

2. Fiscal Impact/Funding Source: Fiscal impact and funding sources are held stable.

3. RECOMMENDED ACTION: The Board approve the FY12 Budget Revision as presented.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

GROUP: Facilities Committee

DATE: February 21, 2012

TIME: 8:30 – 10:30 AM

LOCATION: NEC

PROTOCOLS:

Decisions will be made via consensus on the agenda items.

CONVENER: Tom Shultz

FACILITATOR: Peyton Robb

ATTENDING: Carol Bomben, Ann Bremer, Sandy Lewandowski, Peyton Robb, Tom Shultz, Mark Thiede (TSP), Patrick McEvoy (J.E. Dunn), Jeff Callinan (J.E. Dunn)

LONG TERM PURPOSE

The Facilities Committee for the North Education Center project will provide oversight and direction to administration and bring recommendations to the full Board for approval as needed.

AGENDA ITEMS	OUTCOMES	TIME BUDGETED	ACTION
1. J.E. Dunn Construction Update	<ul style="list-style-type: none"> Committee members will receive construction update 	10 minutes Jeff Walker	Update indicates approximately 73% completion. Demountable walls being installed; roof substantially complete; 80% of drywall complete; ceiling grid installed in A1, A2 and C1. On schedule; no surprises.
2. Weekly Risk Report, WRR	<ul style="list-style-type: none"> Committee members will understand the most recent Weekly Risk Report (WRR) 	10 minutes Jeff Walker Site Supt. Jeff Callinan Project Manager	Latest report dated 2/10/12 as Pat was in AZ last week for the Best Value Conference. Nothing stood out or had need for concern.
3. Change Orders	<ul style="list-style-type: none"> Committee will review and approve (as necessary) Change Orders. This week's changes are information for the Board. 	10 minutes Tom Shultz Mark Thiede Jeff Callinan	Tom presented 6 change orders totaling \$21,561. They were presented as information only and will be included on the Consent Agenda at the February 23 Board meeting.
4. NEC Finance Report	<ul style="list-style-type: none"> The group will discuss the monthly NEC Finance Report and approve of its use each month. 	5 minutes Tom Shultz	Tom presented Finance Report in Janet's absence. Contingency remains at \$211,702. There is also approximately \$1 million in MA funds remaining that may be used for FF&E.
5. Long-Term Facilities Planning	<ul style="list-style-type: none"> The Committee will review the to move some programs to different locations. 	10 minutes Sandy	Sandy L presented an updated space needs overview. Critical points included: <ul style="list-style-type: none"> High enrollment in the ASD (autistic spectram disorder) programs have required the opening of Focus North at the Edgewood facility. Moving of 7th- 9th (and potentially 10th) graders from ALC programs at Edgewood to NEC with the N Vista students will accommodate growth at Edgewood ALC.

6. Fact Sheet #6	<ul style="list-style-type: none"> Committee members will review a revised NEC Fact Sheet and suggest revisions if any. 	10 minutes Tom Shultz	Tom S presented a draft of February 2012 Fact Sheet #6. Section numbers under <i>Timeline and Progress</i> will be corrected.
NEC Tour 9:30 -10:30	<ul style="list-style-type: none"> The full Board is invited to join the Committee for a tour. 	60 minutes Tom Shultz	Tom S provided a wonderful tour of NEC. Don Draayer, Sally Johnson and Linda Johnson were also able to attend the tour.
NEC IT Infrastructure Purchases	<ul style="list-style-type: none"> Committee members will understand the first round network equipment purchases. 	5 minutes Tom Shultz	<p>This line item was not originally on the meeting agenda.</p> <p>Tom S presented information relating to the first round of network equipment purchases for Areas A and B of the NEC. The cost totals \$152,398.40 and has been budgeted for in the FY12 Technology budget. This equipment needs to be purchased by April 1 to ensure that we stay on schedule and will be included in the Consent Agenda for the February 23 Board meeting.</p>

HANDOUTS:

1. Weekly Risk Detail
2. Weekly Risk Summary
3. Change Order Memo
4. NEC Monthly Finance Report
5. Revised Long Term Facilities Plan
6. Fact Sheet #6
7. NEC Technology Infrastructure Purchases Memo

NO	DATE ENTERED	RISK DETAILS 1. What is the risk / why was it unexpected? 2. What will be done / what is plan to minimize this risk? 3. Who is responsible for resolving the issue? 4. What is an estimated impact of the risk? 5. Any updates to this risk (if applicable)	PLANNED RESOLUTION DATE	ACTUAL DATE RESOLVED	OVERALL DURATION IMPACT	OVERALL COST IMPACT	CHANGE ORDER NUMBER	PM SATISFACTION RATING
45	10/7/11	RISK DETAILS 1. The storm drain on the south side as shown is located between a fiber optic truck line and a high pressure main. The fiber optic line was not accounted for in the design and conflicts with the piping run location. 10/14/11 Update - the fiber optic line was not included in the original survey used to prepare the plans, so the risk category has been changed to UNFORESEEN IMPACT. 2. We are currently working on identify options for the design team to consider in rerouting the line. This would include running it in the street, relocating the line north and moving the pond or getting an easement from the property owner to the east. 3. The project team 4. The impact is still being researched. 5. 10/14/11 Update. Design revisions have been reviewed. The current option is to route the pipe run further east and then turn into the street. This option will require an easement from the neighboring property. ISD 287 is working on it. The work is being priced. We are still waiting to hear on the easement. 10/30/11 - ISD still working on the easement issue with Robbinsdale. 11/4/11 - Easement agreement reached with Robbinsdale. Working to get final ISD approval. 11/18/11 - Work proceeding, pricing for issues to be submitted next week. 12/2/11 - Price has been submitted for review. Last update until CO issued.	10/19/11	11/18/11	0	\$8,572	35	10
49	10/28/11	RISK DETAILS 1. During grading of the north side parking lot, we are still hitting areas with wet conditions needing corrective work. It is unforeseen because we were able to compact fill for geothermal piping, but Braun directed remedial work in the three locations. 2. Braun has provided a fix for reworking the areas with issues. We are minimizing the risk by using on site materials. 3. As noted above, the issue has been resolved and work is ongoing. 4. Pricing is being compiled. 5. Pricing submitted at the same time of the report. 12/20/11 - Change Order No. 36	11/4/11	11/15/11	0	\$8,238	36	10
51	11/11/11	No risks identified this week.						
61	11/25/11	No risks identified this week.						
62	12/2/11	No risks identified this week.						
63	12/9/11	No risks identified this week.						
64	12/16/11	RISK DETAILS 1. Allowance items 10 and 16 were reviewed and budgeted prior to the contract issuance based on rough descriptions of the changes. When the formal drawings were issued, the changes that were actually made came in over budget. 2. The design was reviewed and adjusted based on ASI 17 and 17R 3. The project team. 4. See pricing to the right. The change order has been issued.	8/31/11	12/13/11	0	\$102,262	32	10

NO	DATE ENTERED	RISK DETAILS 1. What is the risk / why was it unexpected? 2. What will be done / what is plan to minimize this risk? 3. Who is responsible for resolving the issue? 4. What is an estimated impact of the risk? 5. Any updates to this risk (if applicable)	PLANNED RESOLUTION DATE	ACTUAL DATE RESOLVED	OVERALL DURATION IMPACT	OVERALL COST IMPACT	CHANGE ORDER NUMBER	PM SATISFACTION RATING
65	12/23/11	RISK DETAILS 1. Building inspector driven change to exterior building wall detail due to code requirement. 2. Wall detail was revised to meet the requirements of the code. 3. Project Team 4. Not applicable. 5. Change Order No. 33 issued for changes.	12/20/11	12/20/11	0	\$793	33	10
66	12/23/11	RISK DETAILS 1. The plumbing for the third floor restrooms landed on the structural beam below the floor. 2. The resolution required added partitions for the plumbing sue to code requirement s for layout of room. 3. Project Team 4. Not applicable. 5. Change Order No. 34 issued for changes.	12/20/11	12/20/11	0	\$789	34	10
67	12/30/11	No risks identified this week.						
68	1/6/12	No risks identified this week.						
69	1/13/12	No risks identified this week.						
70	1/20/12	RISK DETAILS 1. Owner wanted to add blinds in the literacy lab. It was not unexpected, it was a change in scope. 2. Blinds are being added. The risk (pricing) was minimized by detailing exactly which lights get blinds. 3. Project team. 4. Change order pricing noted to the left. 5. Change order being issued.	9/1/11	1/17/12	0	\$2,843	37	10
71	1/20/12	RISK DETAILS 1. By accepting the Alternate and adding the third flor, the ERU unit was moved inside. The room was a tight fit due to size of the unit and routing of duct. Access was limited. 2. Per the PR, access is being added through the incoming air duct. 3. Project team. 4. Change order pricing noted to the left. 5. Change order being issued.	9/15/11	1/17/12	0	\$6,516	38	10

NO	DATE ENTERED	RISK DETAILS 1. What is the risk / why was it unexpected? 2. What will be done / what is plan to minimize this risk? 3. Who is responsible for resolving the issue? 4. What is an estimated impact of the risk? 5. Any updates to this risk (if applicable)	PLANNED RESOLUTION DATE	ACTUAL DATE RESOLVED	OVERALL DURATION IMPACT	OVERALL COST IMPACT	CHANGE ORDER NUMBER	PM SATISFACTION RATING
72	1/20/12	RISK DETAILS 1. Code required the kitchen exhaust to operate when the fire suppression system is activated. Design did not call for this function. 2. The operating function was added. 3. Project team. 4. Change order pricing noted to the left. 5. Change order being issued.	12/15/11	1/17/12	0	\$1,741	39	10
73	1/20/12	RISK DETAILS 1. Door hardware was not included in specifications. It was not unexpected as a hardware set was included in the scope, but it was not the hardware set required. 2. Required hardware added by RFI, but was a change in scope. 3. Project team. 4. Change order pricing noted to the left. 5. Change order being issued.	12/15/11	1/17/12	0	\$896	40	10
74	1/20/12	RISK DETAILS 1. Due to space issues with the above ceiling MEP items, there was not enough room to run the duct. The duct was rerouted to provide the room needed, but resulted in a change to a damper already on site. The issue was not expected due to the reroute (the rest was just a coordination issue). 2. The damper was reordered. 3. Project team. 4. Change order pricing noted to the left. 5. Change order being issued.	12/15/11	1/17/12	0	\$1,434	41	10
75	1/20/12	RISK DETAILS 1. The coiling door, which is smoke rated, is required to close when an alarm sounds. The specified doors require a manual reset to be put back in service. There was no expectation that the door needed to be revised when supplied as specified. 2. The manufacturer does provide a alternate to have the doors reset automatically. The owner opted for this option. 3. Project team. 4. Change order pricing noted to the left. 5. Change order being issued.	11/1/11	1/17/12	0	\$8,131	42	10
76	1/27/12	No risks identified this week.						
77	2/3/12	No risks identified this week.						
78	2/10/12	No risks identified this week.						

Intermediate District 287

Weekly Risk Report

February 10, 2012

Project Name: North Education Center	Risk Rating: 1.0
Project ID: 12/1/2010	Percent Complete: 75%
Contractor: JE Dunn	Overall PM Risk Satisfaction: 10.0
Project Type: General Construction	Risks: 47
Award Method: RFP - PIPS Best Value	Risks Unresolved: 1
	Risks resolved but no Change Order: 3

Cost Analysis

Allocated Funds: <u>\$27,100,000</u>	
Awarded Cost: <u>\$25,987,230</u>	
Potential Cost Increases: <u>\$424,214</u>	
Potential Final Cost: <u>\$26,835,658</u>	
Actual Cost Increases: <u>\$424,214</u>	
<u>Actual Final Cost: \$26,411,444</u>	
Percent Increase in Cost: <u>1.6%</u>	

Schedule Analysis

Notice to Proceed Date: <u>3/24/2011</u>	
Original Completion Date: <u>8/24/2012</u>	
Potential Project Delays: <u>0</u>	
Potential Completion Date: <u>8/24/2012</u>	
Actual Project Delays: <u>0</u>	
<u>Actual Completion Date: 08/24/12</u>	
Percent Delayed: <u>0.0%</u>	

Contractor Change Order Rate: <u>0.0%</u>	Contractor Delay Rate: <u>0.0%</u>
Non-Contractor Change Order Rate: <u>1.6%</u>	Non Contractor Delay Rate: <u>0.0%</u>

Project Schedule Analysis	Total Number of Risks	Potential Schedule Impacts	Potential Cost Impacts	Actual Schedule Impacts	Actual Cost Impacts
1) NO RISKS	29	0	\$ -	0	\$ -
2) CLIENT ISSUE / IMPACT	10	0	\$ -	0	\$ 22,093
3) CONTRACTOR ISSUE / IMPACT	0	0	\$ -	0	\$ -
4) DESIGN ISSUE / IMPACT	31	0	\$ -	0	\$ 296,085
5) UNFORESEEN IMPACT	6	0	\$ -	0	\$ 106,036
	47	0	\$0	0	\$424,214

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

M E M O R A N D U M

Date: February 21, 2012
To: Facilities Committee
From: Thomas Shultz, Director of Facilities
RE: NEC Change Orders

The following is a list of Change Orders (COs) for the North Education Center construction project. According to the Board-approved decision making process, *Levels of Authority*, those items that are less than \$10,000 may be approved by District Administration. All Change Orders presented are within that range, falling under Facilities Director approval. These are being presented as information only.

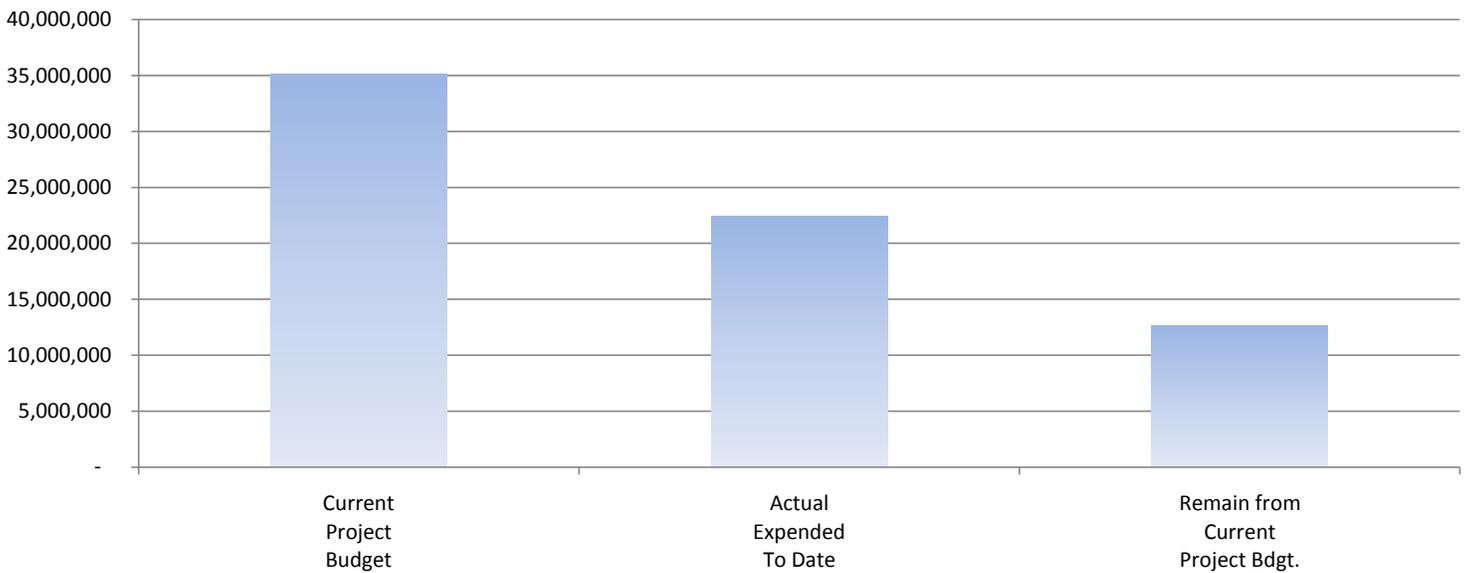
The total cost is \$21,561.

Administration Decision

Change Order #37	Provide blinds for windows in Room 209, Literacy Lab.	\$2,843
Change Order #38	Reflects change in ERU (energy recovery unit) 3 outdoor intake access doors, modifications to the intake plenum, and relocating exhaust fan VFD (variable frequency drive) to improve access to ERU 3.	\$6,516
Change Order #39	Changes to operating controls for the kitchen exhaust to keep the kitchen cooking exhaust fan operating whenever the hood suppression system is activated	\$1,741
Change Order #40	Door 210.1 had no hardware set specified in the contract documents, and lockset needed to be electronic.	\$896
Change Order #41	Change the duct sizing for coordination purposes resulting in a change in the fire damper.	\$1,434
Change Order #42	Revise the operating system for Doors B118 and B116.1 from a manual rest system to an automatic rest system as proposed by the door supplier.	\$8,131

ISD 287						
NEC Project- Finance Report:						
(thru 01/31/12)						
Crs	Category	Original Project Budget	Approved Contingency Use	Current Project Budget	Actual Expended To Date	Remain from Current Project Bdgt.
500	Land Purchase	1,175,000	-	1,175,000	1,182,400	(7,400)
500	Construction Cost	27,475,252	1,145,911	28,621,163	19,295,669	9,325,494
501	Design & Consultant Fees	2,208,411	-	2,208,411	1,718,510	489,901
502	Owner Administrative Costs	311,066	-	311,066	234,243	76,823
503	Furnishings, Fixtures & Equipment	2,572,239	-	2,572,239	-	2,572,239
500	Construction Contingency	1,357,613	(1,145,911)	211,702	n/a	211,702
		35,099,581	-	35,099,581	22,430,822	12,668,759

NEC Project- Finance Report
Project work through 01/31/12



Contingency Use:

Description	Amt.	To	Aprvl. Date	Approved By
Beginning Balance	1,357,613			
- Tree removal for site prep	\$ 3,150	Doboszinski & Sons	9/23/2010	Admin
- Site fencing	11,800	Hansen Bros. Fence	4/19/2011	Committee
- Soil correction- Phase I	36,570	Doboszinski & Sons	4/28/2011	Comm/Board
- Hydrant removal- east side	2,486	Doboszinski & Sons	4/28/2011	Admin
- AIA Chg Ordr 1- sewer pipe size	2,886	JE Dunn	7/19/2011	Admin
- AIA Chg Ordr 2- door revisions	2,145	JE Dunn	7/19/2011	Admin
- AIA Chg Ordr 3- allow. items 1 & 2	7,788	JE Dunn	7/19/2011	Admin
- AIA Chg Ordr 4- electr. revisions	(2,405)	JE Dunn	7/19/2011	Admin
- AIA Chg Ordr 5- kitchen exhaust	(2,300)	JE Dunn	7/19/2011	Admin
- AIA Chg Ordr 6- ductwork revisions	(1,437)	JE Dunn	7/19/2011	Admin
- AIA Chg Ordr 7- changes in ERU #2	38,189	JE Dunn	7/28/2011	Comm/Board
- AIA Chg Ordr 8- pipe chase/cabing	1,621	JE Dunn	8/10/2011	Admin
- AIA Chg Ordr 9- door change	1,551	JE Dunn	8/10/2011	Admin
- Demountable wall upgrade	664,409	Hendricksen PSG	8/25/2011	Comm/Board
- AIA Chg Ordr 10- enlarge frames	10,417	JE Dunn	8/25/2011	Committee

- AIA Chg Order 11- Fin tube radiation/pumps		(6,923)	JE Dunn		9/14/2011	Admin
- AIA Chg Order 12- VAV/HVAC ducts		24,795	JE Dunn		9/20/2011	Committee
- AIA Chg Order 13- Sanitary/Storm Sewer		14,738	JE Dunn		9/20/2011	Committee
- AIA Chg Order 14- Fire Alarm requirements		11,058	JE Dunn		9/20/2011	Committee
- AIA Chg Order 15- HVAC Duct Revisions		5,476	JE Dunn		9/14/2011	Admin
- AIA Chg Order 16- MN Health Dept. revisions		3,258	JE Dunn		9/14/2011	Admin
- AIA Chg Order 17- Voids at geothermal wells		63,789	JE Dunn		9/22/2011	Comm/Board
- AIA Chg Order 18- Upsize transformer cable		32,241	JE Dunn		9/22/2011	Comm/Board
- AIA Chg Order NA- Floor level testing		3,283	Braun Intertec		10/18/2011	Admin
- AIA Chg Order 19- Add conduit & wire		6,678	JE Dunn		10/18/2011	Admin
- AIA Chg Order 20- Add flashing to transition		7,719	JE Dunn		10/18/2011	Admin
- AIA Chg Order 21- Parapet walls in areas B1 & B2		6,849	JE Dunn		11/15/2011	Admin
- AIA Chg Order 22- Insulation of kitchen exhaust duct		16,805	JE Dunn		11/15/2011	Committee
- AIA Chg Order 23- Sensors removed from rooms		(1,095)	JE Dunn		11/15/2011	Admin
- AIA Chg Order 24- Wet conditions from summer (soil)		25,437	JE Dunn		11/15/2011	Comm/Board
- AIA Chg Order 25- Structural wall changes		1,651	JE Dunn		11/15/2011	Admin
- AIA Chg Order 26- Door hardware changes		1,359	JE Dunn		11/15/2011	Admin
- AIA Chg Order 27- Disconnect changed to fused		710	JE Dunn		11/15/2011	Admin
- AIA Chg Order 28- Delete outlet/change circuiting		940	JE Dunn		11/15/2011	Admin
- AIA Chg Order 29- Change light in room B115		670	JE Dunn		11/15/2011	Admin
- AIA Chg Order 30- Add mesh to terazzo		1,205	JE Dunn		11/15/2011	Admin
- AIA Chg Order 31- Adt'l. rough in for voice/data		6,184	JE Dunn		11/15/2011	Admin
- AIA Chg Order 32- Misc. changes to mechanical room		102,262	JE Dunn		12/20/2011	Comm/Board
- AIA Chg Order 33- Code adjustments at exterior wall		793	JE Dunn		1/3/2012	Admin
- AIA Chg Order 34- Restroom layout revision on 3rd floor		789	JE Dunn		1/3/2012	Admin
- AIA Chg Order 35- Re-route storm drain along 55th Ave.		8,572	JE Dunn		1/3/2012	Admin
- AIA Chg Order 36- Corrective work on North parking lot		8,238	JE Dunn		1/3/2012	Admin
- AIA Chg Order 37- Added blinds in Literacy Lab		2,843	JE Dunn		2/7/2012	Admin
- AIA Chg Order 38- Changes to ERU3 to allow access		6,516	JE Dunn		2/7/2012	Admin
- AIA Chg Order 39- Kitchen exhaust operating changes		1,741	JE Dunn		2/7/2012	Admin
- AIA Chg Order 40- Door hardware for B210.1		896	JE Dunn		2/7/2012	Admin
- AIA Chg Order 41- Change in damper size		1,434	JE Dunn		2/7/2012	Admin
- AIA Chg Order 42- Change Operating/Reset function		8,131	JE Dunn		2/7/2012	Admin
	Total approved to-date	1,145,911				
N/A this month						
	Total pending to-date	-				
02/21/12 - Balance	\$	211,702				

Long Term Facility Space Needs

North Education Center Option 3 approx. 157,000 sq. ft

- Hosterman Elementary
- CIP & SUN - full
- STRIVE/OPTIONS/INVEST MS
- INVEST/Venture
- North Vista and Daycare
- Maximum options for support space
- Career-Tech dedicated space equitable with SEC
- Reading lab dedicated space equitable with SEC
- Bren Road OPTIONS High School and Strive Programs (Keep OPTIONS program at Bren)
- SAFE, most students will attend NEC
- Potential on-site day treatment
- Potential co-located County services

Shady Oak Crossing (21,400 sq. ft.) or Northwest Tech (24,000 sq. ft.) avg. 22,700 sq. ft.

- One leased site vacated and moved to NEC
- One site remains leased
- Both sites remain leased for the foreseeable future

174,700 Total Sq. Ft.

- 157,000 owned (NEC)
- 45,400 leased (Shady Oak & NWTC)

Reviewed by School Board 8/26/10

Revised 9/28/10

Revised 2/2/11

Revised 10/17/11 (Revisions are in green)

1. NEC still remains at capacity when it opens
2. SEC is at capacity
3. Edgewood is nearing capacity

Revised 2/15/12

Background for Discussion

Special Education

- Special Education enrollment continues to grow.
- Surveyed member district special education directors attributed program growth beyond their predictions to:
 - High mobility of students, with families moving into their communities,
 - Increase in homeless and group home students
 - Increase in open enrollment students
- The impact of Hennepin County cuts, for example, shortened stays in residential facilities, impacts special education enrollment growth.
- Many special education programs have been closed to non-members since January.
- Additionally some late year member district referrals were not able to be accommodated.
- High enrollment in the ASD programs have required the opening of Focus North at Edgewood.

Care and Treatment

- The addition of 4 new Care and Treatment programs has increased our enrollment by 130 students. One program, West Academy, is located in the vacated county space at Bren Road, other programs are located in space owned or leased by the providing agency.

Area Learning Center

- An anticipated partnership for truancy programming between Hennepin County and our ALC programs will increase ALC enrollment.
- The Edina Sober School will be closing, causing anticipated enrollment growth in the City West Alternative Program.
- Shift of 7th - 9th and potentially 10th graders from Edgewood to NEC will accommodate growth at Edgewood ALC.

Overall Costs

- Leased spaced contributes to the overall lease levy in a less predictable way than owned space.
- Additional space to accommodate program growth either by retaining the Shady Oak Crossings lease beyond 2012-2013, identifying new lease space or major additions or modifications to currently owned or leased spaces, will increase our total lease costs and the related levy.

Summary

- Because of the additional Care & Treatment Programs; and, because of increased enrollment at NEC, SEC and Edgewood, additional space will be needed for the 2013-2014 school year.



Intermediate District 287

North Education Center NEC

February 2012 Fact Sheet #6

On Time and On Budget



[District 287 | North Education Center](#)

Size: 157,521 sq. ft. – 3 floors

Land: 10 acres

Architect/Engineer: TSP, Inc.

General Contractor: J.E. Dunn Construction

Timeline and Progress

- | | |
|---------------|--|
| February 2012 | <ul style="list-style-type: none"> • Construction – approximately 73% complete • Sections A1, A2, C1 & C3 sheetrocked, taped and painted • Ceiling grid install in A-1 & A-2 • Carpet installed in A-1 |
| July 2012 | <ul style="list-style-type: none"> • Substantial Completion |
| August 2012 | <ul style="list-style-type: none"> • Occupancy |

Budget & Economic Impact

- Approximately 80 workers on site every day
- \$233,000 or 17% of construction contingency remains, including the demountable wall system (DIRTT); 66% remains excluding DIRTT walls.
- Based on data from the Associated General Contractors of MN (AGC), for every \$47,600 of construction costs, there is 1 new job created. With \$26M in construction costs we anticipate 546 jobs created; about 1/3 in construction and 2/3 in tangential/indirect/community jobs.

Programs/Enrollment

- Programs planned for NEC are full to capacity
- Across District 287, 5 new Care & Treatment programs opened in the fall 2011 impacting program placement at NEC
- Enrollment will determine the continuation and possible expansion of leased sites (Shady Oak & Northwest Tech Center) in 2013 and beyond

Mission

District 287's mission 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.

Fact Sheet

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

M E M O R A N D U M

Date: February 21, 2012
To: Facilities Committee
From: Chad Maxa, Director of Information Technology
RE: NEC Infrastructure Purchases for Areas A and B

I am preparing to purchase our first round of network equipment for the Areas A and B of the North Education Center. As we are responsible for the installation and configuration of the network equipment, the equipment is needed by April 1st to ensure that we stay on schedule. The cost of the equipment totals \$152,398.40, and has been budgeted for in the FY12 technology budget. Board approval is requested.

INTERMEDIATE DISTRICT 287
PLYMOUTH, MINNESOTA
BOARD OF EDUCATION

Regular Meeting – February 23, 2012

AGENDA SECTION: ADMINISTRATIVE SERVICES REPORTS

ITEM: Staff Reduction ULA Resolution Changes for Following Year

PRESENTED BY: Anne Becker, General Counsel/Human Resources Director

1. Background Information

The Human Resources Director requests approval of a Resolution directing the Administration to make recommendations for reductions in programs and positions.

2. Fiscal Impact/Funding Source:

3. RECOMMENDED ACTION: That the Board waive the reading of the resolution and approve it as written.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

INTERMEDIATE DISTRICT 287
PLYMOUTH, MINNESOTA
BOARD OF EDUCATION

Regular Meeting – February 23, 2012

AGENDA SECTION: BOARD BUSINESS

ITEM: Communication & Records Bucket

PRESENTED BY: Anne Becker, General Counsel/Human Resources of Director

1. Background Information

The Policy Communication & Records Bucket is presented for a second read and approval. A motion is necessary to approve this policy as presented.

2. Fiscal Impact/Funding Source: None

3. RECOMMENDED ACTION: The Board approve the agenda as presented.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

February 7, 2012

Communications and Records Policy Series

The following is a list of current 287 Board policies that contain some aspect of the Board's vision for communications and records in the District:

1111	District Sponsored Media
1112	Other Media: Communications from Outside the District
1112.1	Media Relations
1314	Advertising in the District
4118	Technology Acceptable Use and Safety Policy
4132.2	Copyright of District Materials
1610	Private School Relations

In preparation for revising the current policies, I reviewed the following sources of requirements and information: Federal Statutes, Federal Regulations, Minnesota Statutes, Intermediate District 287 policies and procedures, policies of 287's member districts, and MSBA model policies. Of the policies related to Communications and Records, the following policy is mandated: Technology Acceptable Use and Safety.

After reviewing the aforementioned sources of requirements and information, I drafted two policies. First, I drafted a general policy that describes the overarching goals of the Board's policies within the Communications and Records bucket. It incorporates four policies: Other Media, Advertising in the District, Media Relations and District-Sponsored Media. In light of their inclusion in the goals policy, I recommend elimination of those four policies.

Second, I drafted a Technology Acceptable Use and Safety Policy that is consistent with recently-promulgated federal requirements. See Children's Internet Protection Act, 47 C.F.R. 54.520(c)(1)(i). Portions that are more appropriate for inclusion within a procedure were removed from the policy and will be retained for a procedure of the same name.

The current Copyright of District Materials policy does not express the Board's vision, beliefs or ideas. It merely states that district employees will follow federal laws and rules, which is an assumption of fact. A policy regarding copyrights is not required under federal law, but a procedure is. See Circular 21, Reproduction of Copyrighted Works by Educators and Librarians; Copyright Act, 17 U.S.C. §§ 107, 110. There is a district procedure on copyrights in existence but will need review to ensure that it is up to date.

The current policy regarding Private School Relations also does not express the Board's vision, beliefs or ideas. It also is not required under state or federal law. Therefore, I recommend that this policy be eliminated.

DRAFT POLICY

POLICY SERIES: Communications & Records

SUBJECT:

BOARD APPROVED:

REVISION DATE:

GOALS

I. PURPOSE

The purpose of this policy is to ensure that the District maintains regular and ongoing communication with member districts and the public and to encourage the use of media and technology to maintain such communication.

II. GENERAL STATEMENT OF POLICY

The Board recognizes that regular and ongoing communication with member districts and the public about the District helps improve the quality of education for our students. The Board also recognizes that these interests must be balanced with efforts to protect student and staff safety, privacy and general well-being.

III. COMMUNICATIONS AND RECORDS GOALS

The Board seeks to accomplish the following goals:

- A. Promote public interest of the District through the use of District-sponsored media;
- B. Maintain a learning environment that minimizes distractions from solicitation and advertising and to have the Board review all requests from non-District affiliated organizations to advertise within the District;
- C. Provide procedures for communicating with the media and to designate the Public Relations Liaison as the point person for media inquiries, in order to ensure consistent and accurate information about the District;
- D. Provide staff and students with opportunities to access the resources available through District technology for the purposes of teaching and learning, and to ensure its safe and appropriate use; and

- E. Encourage the incorporation of media sources in the curriculum and teaching materials while maintaining proper compliance with copyright laws.

DRAFT POLICY

POLICY SERIES: Communications and Records

SUBJECT: Advertising

BOARD APPROVED:

REVISION DATE:

ADVERTISING

I. PURPOSE

The purpose of this policy is to provide clear restrictions on advertising in the District.

II. GENERAL STATEMENT OF POLICY

- A. In order to maintain an educational environment with minimal distractions, it is the District's policy that students, staff, the name or facilities of the District, or any part thereof shall not be used as a means for advertising or promoting the interests of a commercial or nonprofit organization.
- B. Any non-District affiliated organization's materials distributed via the District to students must not contain advertising beneficial to a particular group or business.

III. EXCEPTIONS

- A. This policy does not prevent student publications published by student organizations from accepting and publishing advertisements if the contact is approved by administration. Advertisements may be rejected by administration if determined to be inconsistent with the educational objectives of the District or inappropriate for inclusion in the publication. The inclusion of advertisements in student publications does not constitute approval or endorsement of any product, service, organization or activity.
- B. This policy does not prohibit the use of commercially-sponsored free teaching materials. Although the materials may contain advertising, this feature should be inconspicuous and the commercial purposes of the sponsor should not be dominant in the material. The content of the materials must be approved by administration.

LEGAL REFERENCES:

Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988).

Bethel Sch. Dist. No. 403 v. Fraser, 478 U.S. 675, 106 S.Ct. 3159, 92 L.Ed.2d 549 (1986).

Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)

Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1986).

DRAFT POLICY

POLICY SERIES: Communications and Records

SUBJECT: Media Relations

BOARD APPROVED:

REVISION DATE:

MEDIA RELATIONS

I. PURPOSE

The purpose of this policy is to ensure consistency and fairness in dealing with media representatives, to present accurate information, to minimize the possibility of errors or conflicting information, to protect the privacy rights of students, staff, and families, and to ensure that media relations efforts support and promote the mission and objectives of the District.

II. GENERAL STATEMENT OF POLICY

- A. The superintendent is encouraged to use all available District-sponsored media to keep the goals, programs, achievements and needs of the District before the public.
- B. The Board supports the right of the media and public to receive accurate and timely information regarding District programs, services, governance and events. The District is encouraged to establish respectful, cooperative and constructive relationships that build trust and credibility with the media.
- C. Public relations activities should not disrupt or distract student learning and should respect the privacy rights of students, their families and District staff.

III. OFFICIAL COMMUNICATIONS

- A. The public is best served by a consistent, accurate and fully informed message about the District and its programs. Therefore, Community Information Services is responsible for official communications between the District and the news media. All other District employees shall refer media requests for information regarding the school, its staff or students, interviews of staff or students at school, or media visits to a school site or location to Community Information Services.

- B. The Public Relations Liaison shall ensure proactive communication with media representatives, including publicizing events, activities and accomplishments. The Public Relations Liaison shall also promptly respond to media inquiries or provide media representatives with access to personnel most knowledgeable about the issue, when necessary and appropriate.

- C. The Superintendent is the primary spokesperson for the District. The School Board Chair or designee is the spokesperson for the School Board. Building Principals are the spokespersons for their respective schools.

DRAFT POLICY

POLICY SERIES: Communications & Records

SUBJECT: Rights & Responsibilities

BOARD APPROVED:

REVISION DATE:

_____ Technology Responsible Use and Safety Policy

I. PURPOSE

The purpose of this policy is to set forth guidelines for the safe and responsible use of the District's technology. The District's technology includes but is not limited to desktop computers, laptops, netbooks, telephones, voicemail, mobile phones, other wireless devices, mobile computing devices and the applications they support and/or access.

II. GENERAL STATEMENT OF POLICY

In making decisions regarding student and employee access to the District's technology, the District considers its own stated educational mission, goals and objectives. Electronic information research skills are now fundamental to the preparation of citizens and future employees. The District expects instructional staff to integrate thoughtful use of the District's technology throughout the curriculum and to provide guidance and instruction to students to use these resources safely and wisely.

III. LIMITED EDUCATIONAL PURPOSE

The District provides students and employees with access to its technology for a limited educational purpose. This limited educational purpose includes use of the District's technology for classroom activities, educational research, and professional or career development activities consistent with the mission of the District and its policies. Use of the internet may include using electronic mail, creating Internet Web pages, and sending, receiving, storing and sharing documents. Students will receive information about safe and responsible use of the internet, including how to protect their personal information when communicating on the internet, cyberbullying and harassment. Uses, which might be responsible on a user's private personal account on another system, may not be responsible on this limited-purpose network.

IV. USE OF TECHNOLOGY IS A PRIVILEGE

A. The use of District technology is a privilege, not a right. When using District technology, students and staff shall not utilize language that is inappropriate in the educational setting or is disruptive to the educational process; engage in activities that are illegal; engage in plagiarism or copyright infringement or engage in actions that jeopardize the security of the technology. District

technology shall not be used to: vandalize, damage or disable the property of another person or organization; deliberately degrade or disrupt equipment, software or system performance by spreading computer viruses or by any other means; tamper with, modify or change the District software, hardware or wiring or take any action to violate the District's security system; or disrupt the use of the system by other users. District technology shall be used in a manner that protects the confidentiality of information about students and staff and is fully in accord with the student and staff confidentiality protection requirements of federal law, state law, and District policy. A complete list of irresponsible uses may be found in the District's procedure on Technology Responsible Use and Safety.

B. The District has the authority to impose consequences on and take disciplinary measures against any student or employee who engages in an act that has the effect of harassing, intimidating, or otherwise advocating violence or discrimination against other people that takes place through the use of District technology, use of a personal electronic device on District property, or any off-campus activities that cause or threaten to cause a substantial or material disruption at school or interference with the rights of students and employees to be secure. Depending on the nature and degree of the violation and the number of previous violations, irresponsible use of the District technology or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate District policies, including suspension, expulsion, exclusion or termination of employment; or civil or criminal liability under applicable laws.

V. FILTER

A. With respect to any of its technology, the District may at any time monitor the online activities of minors and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter internet access to any visual depictions that are 1) obscene; 2) child pornography; or 3) harmful to minors.

B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that: 1. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or 2. depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; or 3. is intended to or could reasonably be expected to have the effect of promoting or inciting violence towards other people; and 4. taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Due to the nature of the internet, there can be no absolute guarantee that the technology protection measures implemented will fully protect students against access to material or people that may be considered inappropriate or potentially harmful. The District will not be responsible for any damage students may suffer if they accidentally or intentionally are exposed to such materials or people.

VI. LIMITED EXPECTATION OF PRIVACY

By authorizing use of its technology, the District does not relinquish control over materials on the District's system. Users should expect only limited privacy in the materials (including personal files) on the District's system.

CROSS REFERENCES:

Technology Responsible Use and Safety Procedure
Internet Filtering: A New Vision for Promoting Responsible Student Use of Information
Cellular Devices Procedure
Social Media Guidelines for Staff and Students
Staff E-mail Guidelines and Operating Procedures
Staff Security Guidelines and Procedures
Equipment Management Procedures

LEGAL REFERENCES:

15 U.S.C. § 6501 *et seq* (Children's Online Privacy Protection Act)
17 U.S.C. § 101 *et seq* (Copyrights)
20 U.S.C. § 6751 *et seq* (Enhancing Education through Technology Act of 2001)
17 U.S.C. § 1701 *et seq* (Children's Internet Protection Act of 2000 (CIPA))
47 C.F.R. 54.520 (FCC rules implementing CIPA)
Minn. Stat. § 125B.15 (Internet Access for Students)
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S. Ct. 733, 21 L.Ed.2d 731 (1969)
United States v. American Library Association, 539 U.S. 194, 123 S. Ct. 2297, 56 L.Ed.2d 221 (2003)
Layshock v. Hermitage Sch. Dist., 412 F. Supp. 2d 502 (2006)
J.S. v. Bethlehem Area Sch. Dist., 807 A.2d 847 (Pa. 2002)

STUDENT

I have read and do understand the District policies relating to the safe and responsible use of District technology and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, disciplinary action may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print)

_____ User Signature: _____

Date: _____

PARENT OR GUARDIAN

As the parent or guardian of this student, I have read the District policies relating to the safe and responsible use of District technology. I understand that this access is designed for educational purposes, and that the District has taken precautions to restrict access to material that is inappropriate in the educational setting. However, I also recognize it is impossible for the District to restrict access to all inappropriate materials and I will not hold the District or its employees or agents responsible for materials acquired on the internet. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian's Name (please print):

_____ User
Signature: _____ Date: _____ - - - -

SUPERVISING TEACHER (Must be signed if applicant is a student) I have read the District policies relating to the safe and responsible use of District technology and agree to promote these policies with the student. Because the student may use the District's technology for individual work or in the context of another class, I cannot be held responsible for the student's use of the internet. As the supervising teacher I do agree to instruct the student on the safe and responsible use of the internet.

Teacher's Name (please print): _____

Teacher's Signature: _____

Date: _____

**INTERNET USE AGREEMENT- EMPLOYEE
SCHOOL DISTRICT EMPLOYEE**

I have read and do understand District policies relating to the safe and responsible use of District technology and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, disciplinary action up to and including termination of my employment may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print):

User Signature: _____ Date: _____

AMSD Winter Conference

Focuses on Transforming Public Education



James Rickabaugh, Director of the Institute @ CESA 1, moderates a panel discussion at AMSD's Annual Winter Conference on January 17, 2012. On the panel from left to right are Rick Ellingworth, Superintendent, Redwood Area Schools, Donna Deeds, Executive Director, Center for Advanced Professional Studies, Catherine Gallagher, Director of Teaching and Learning, Eastern Carver County Schools and Sandra Lewandowski, Superintendent, Intermediate District 287.

AMSD Calendar

February 24, 2012
Executive/Legislative Committee Meeting,
7:30 a.m., TIES Building,
St. Paul

March 2, 2012
Board of Directors Meeting, 7:00 a.m., TIES Building, St. Paul

March 8, 2012
AMSD LAC Day at the Capitol
State Capitol
www.amsd.org for details

March 23, 2012
Executive/Legislative Committee Meeting,
7:30 a.m., TIES Building,
St. Paul

April 13, 2012
Board of Directors Meeting, 7:00 a.m., TIES Building, St. Paul

AMSD's Mission

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



Association of
Metropolitan School Districts

From the Chair

January was a very busy month for AMSD. Following the Legislative Session Preview in early January, we held the Annual Winter Conference on January 17. This year's conference topic was, *Education 2.0: Transforming Public Education*, and over 150 people attended. Attendees heard presentations on personalized learning, transforming the school calendar, business partnerships, the Hennepin County graduation initiative and the Eastern Carver County School Districts' Inspire Initiative. We were fortunate to have outstanding presentations from national and state education leaders. One of the highlights of the conference was a Skype conversation attendees had with students, faculty and business partners from the Center for Advanced Professional Studies at the Blue Valley School District in Kansas. All of the conference materials are available on the AMSD website at <http://www.amsd.org/events/amsd-winter-conference>. Thanks to the AMSD staff: Scott, Alice and Sara, for coordinating an informative and helpful month of activities for AMSD members.

The Minnesota Legislature convened the 2012 session on January 24 and the education committees in both the House and Senate were quick to start hearing bills. AMSD has compiled a list of education bills to watch this session and that information is available at <http://www.amsd.org/advocacy/2012-bill-tracker>

It is important to continue to communicate with your local legislators via in person meetings, personal phone calls, or email. You can refer to the AMSD legislative platform, position papers and talking points documents on our website.

Pam Langseth, school board member from Minnetonka Public Schools, is chair of AMSD.

ISD 728: One Mission, One Vision, ALL Students

Every successful organization, regardless of its size, and every company has something that resembles a strategic plan. Each may call it something different, but the purpose is always the same. School districts are no different. Each district has at the minimum a 13+ year plan to educate preschoolers through 12th grade.

ISD 728, a school district based in Elk River, is no different.

Or is it?

Created more than a century ago, and for much of that what some referred to as a “small town district,” ISD 728 is now Minnesota’s eighth largest and fastest growing school district. Since 2000, the school district has grown by more than 3,500 students, an increase more than the enrollment of 80 percent of all school districts in the state and equivalent to five large elementary schools. During this span, four new schools were built, eight renovated and land purchased in two communities. Growth has slowed, but preparing for the future continues at an accelerated pace.



With this growth has come challenges and opportunities, but to meet each the district needed a comprehensive strategic plan. In 2007, newly appointed Superintendent Dr. Mark Bezek, his administrative team and the School Board developed an eight-year strategic plan. In 2011, Bezek announced the majority of that plan had been met and that it was time for a new “roadmap to the future.”

“The world is not the same place it was in 2007,” Bezek says in a newly released video about the district’s Strategic Planning process. With nearly 13,000 students and 2,000 employees, but not enough funding to implement critical programs such as International Baccalaureate, Bezek and the district’s Legislative Action Team sought financial help from St. Paul. Because of “funding inequities and antiquated state rules,” Bezek told state legislators last year, his district needed help. With no success coming from the state, families demanding a quality E-12 curriculum and taxpayers speaking clearly that they are overtaxed, something creative, out-of-the-box, was needed.



Nandu Ganesh, Rogers High School Class of 2011, participated as a student representative in a Community Café.

In the spring of 2011, the first steps toward a new strategic plan, entitled One Mission, One Vision, ALL Students, for the school district started with three “Community Cafés.” More than 140 citizens shared their hopes and dreams for what the school district should focus on for the next five to 10 years. From these conversations, three diverse Core, Action and Measurement teams were formed. Last fall, the Core Team drafted district Core Values, Strategic Objectives, Strategies and Delimiters. This winter the Action and Measurement Teams met to create the action steps and the tools to monitor and assess the district’s annual progress. With a comprehensive communications plan developed, every effort is being made to get input from every corner of the 175-square mile, 16 community school district. The timeline calls for an approval request to the School Board by May 2012.

With limited funding, sustained growth and a need to provide a quality E-12 curriculum, out-of-the-box thinking is happening in ISD 728. The northwest metro suburban district continues to improve on data-driven decisions, with testing results at or above the state average, while creatively discovering new ways to create or implement programs such as an IMPACT student leadership program, two STEM programs, MRC, AVID, PLC and RTI. The new Strategic Plan, Bezek says, will help guide the way for innovative elementary and vocational and technology magnet schools and technology-based learning where “new schools may never have to be built again.”

Continued on page 3

State Budget Surplus Is Illusory

Minnesota Management & Budget prepares formal forecasts of state revenues and expenditures in November and February each year as required by state law. Forecast information is used by the Governor and Legislature to ensure that enacted budgets remain on track and in balance, and to plan for future budgets. Forecast information is also used by bond rating agencies and other financial analysts to review the state's financial health.

On December 1, 2011, the November budget forecast was released. Most people were caught off guard when the forecast projected a \$879 million surplus at the end of the 2012-13 biennium. While the November forecast was welcome news after years of budget shortfalls, it is the February forecast that will provide the numbers state policymakers will use to make decisions in the 2012 session.

Even if the budget surplus holds or increases in the February forecast, any notion of a budget “surplus” is illusory. Any projected surplus will already be spoken for as a result of actions taken to balance the budget during the 2011 special session.

Current law requires that any projected surplus first go to restoring the state’s reserves. Consequently, if the November forecast holds steady, the first \$255 million will go to the cash flow account to restore it to \$350 million and \$621 million will go to the budget reserve which would bring the reserve to \$648 million--just \$5 million short of the statutorily designated level of \$653 million.

After the reserve is restored to \$653 million, current law requires any additional surplus to go toward repaying the school aid payment shift and then the property tax recognition shift. The budget adopted last July to end the state government shutdown increased the school aid payment shift to a 60/40 payment schedule. This means that school districts are now receiving 60% of their funding in the current year and the remaining 40% in the following year. The amount necessary to totally repay the school aid payment shift is \$2.195 billion.

After the school aid payment shift is restored, the law requires the Governor and Legislatures to repay the \$595 million property tax recognition shift - another accounting shift state policymakers have used in recent years to balance the state budget.

Continued on page 4

ISD 728 implements new strategic plan



Measurement team members Darren Wolf, Rogers High School Assistant Principal, Barbara Schwab (center), Parker Elementary School teacher, and Early Childhood Special Education Speech Clinician Nikki Nordmeier.

Continued from page 2

ISD 728 is distinguishing itself by educating, inspiring and empowering its diverse learners, shaping their futures, helping students accomplish their dreams and contributing positively to its local and global communities. With a new roadmap to the future set to be implemented, ISD 728 will continue to be in the top 10 in size, but plans to be in the top tier in terms of programming, curriculum and accomplishments. The new strategic plan is what Bezek expects will set the district apart as a “leader among leaders.” For every ISD 728 Early Education child to high school graduate, having a plan that will develop them into leaders is the expectation. They deserve nothing less.

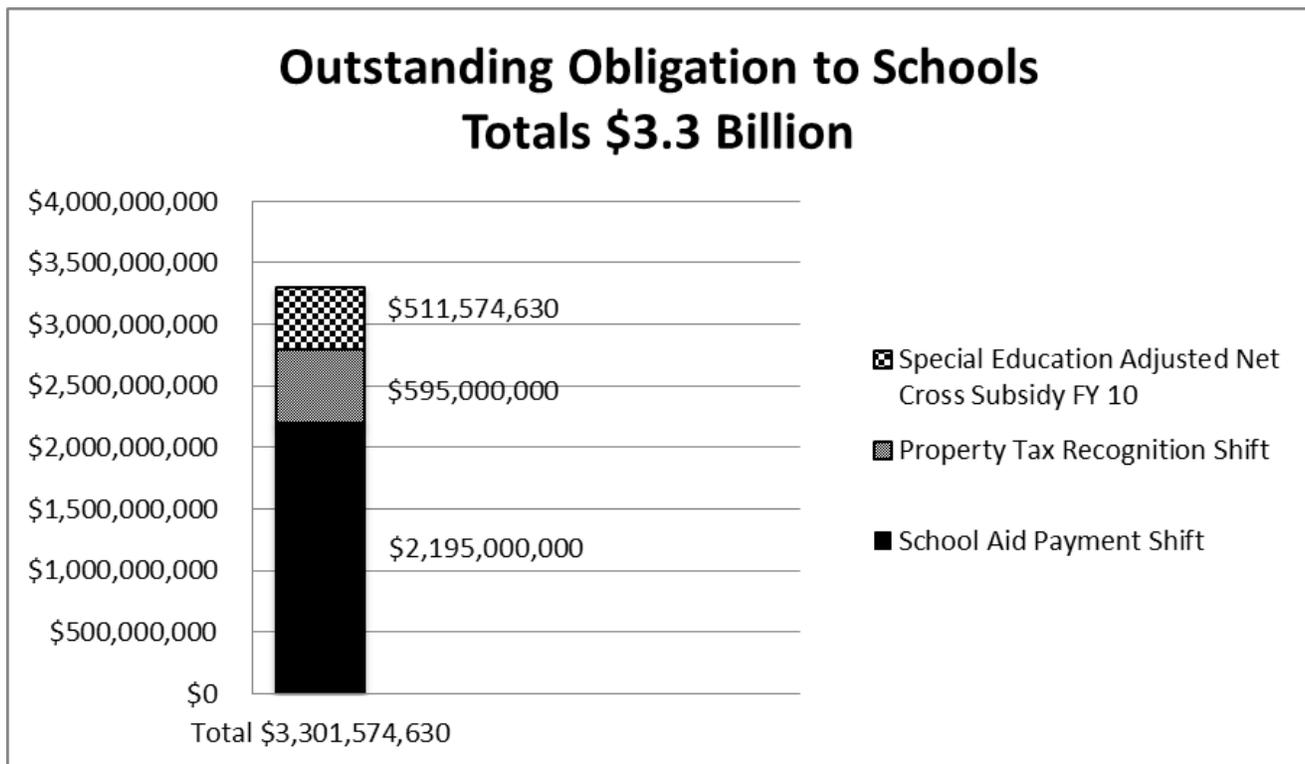
This month’s member spotlight was submitted by Casey Mahon, Manager of Communications, Elk River Area School District.

State Budget Surplus? School Funding Falls Far Short

Continued from page 3

On top of the education payment shifts, the state has continued to severely under-fund special education. The Minnesota Department of Education reported in the 2011 Special Education Cross-Subsidies Report that the special education adjusted net cross subsidy for FY 2010 was \$511 million. This means that Minnesota school districts redirected over \$500 million in funds meant for general classroom instruction toward state mandated special education programming last school year.

As the chart below shows, any talk of a state budget surplus is very premature. State policymakers have \$3.3 billion in obligations to our public schools before discussion of a state budget surplus can be taken seriously.



Source: Special Education Adjusted Net Cross Subsidy for FY 2010 from the 2011 Minnesota Department of Education Special Education Cross-Subsidies Fiscal Year 2010 Report.

AMSD Members: Anoka-Hennepin, Bloomington, Brooklyn Center, Burnsville-Eagan-Savage, Columbia Heights, East Metro Integration District 6067, Eastern Carver County Schools, Eden Prairie, Edina, Elk River, Farmington Area, Fridley, Hopkins, Intermediate District 287, Intermediate District 917 (Associate Member), Inver Grove Heights, Lakeville Area, Mahtomedi, Minneapolis, MSU Mankato Center for Engaged Leadership (Associate Member), Minnetonka, Mounds View, North St. Paul/Maplewood/Oakdale, Northeast Metro District 916 (Associate Member), Northwest Suburban Integration District (Associate Member), Orono, Osseo Area Schools, Richfield, Robbinsdale, Rosemount-Apple Valley-Eagan, Roseville, Shakopee, South St. Paul, South Washington County, Spring Lake Park, St. Anthony/New Brighton, St. Cloud Area, St. Louis Park, St. Paul, Stillwater, TIES (Associate Member), Wayzata, West Metro Education Program, West St. Paul, and White Bear Lake.

School Board Planning Calendar 2012

1 st Meeting of the Month		2 nd Meeting of the Month	
<p>JANUARY 12, 2012 Board meeting has been <u>CANCELED</u> due to MSBA Leadership Conference JANUARY 26, 2012 (Start Time 6:30 PM) <i>Organizational Meeting</i></p>			
<p>Oath of Office Bloomington Withdrawal Update Financial Report December Legislative Initiatives</p>		<p>Election of Board Officers FY10 Audit NEC Facility Committee Report Strategic Plan Review & Measurement Report</p>	
<p>FEBRUARY 9, 2012 Superintendent Mid-Year Evaluation Procedure NEC Vote Transportation Presentation Communication with Local Boards</p>		<p>FEBRUARY 23, 2012 Financial Report February Staff Reduction ULA Resolution Changes for following Yr FY11 Budget Revision & FY12 Budget Assumptions Program Withdrawal Report ALC Plus Update Diversity Report</p>	
<p>MARCH 8, 2012 Diversity & Recruitment Report Pay Equity Report</p>		<p>MARCH 22, 2012 Financial Report February NEC Facility Committee Report Program Reduction Resolution Reduction ULA for tenured staff FY2012 Preliminary Budget Update</p>	
<p>APRIL 26, 2012 <i>(Only one Board meeting this month!)</i></p>			
<p>Spotlight DVD Presentation Financial Report March Superintendent & Board Evaluation Update</p>		<p>NEC Facility Committee Report Long Range Facilities Planning Presentation Proposed District 287 School Calendar 2011-2012</p>	
<p>MAY 10, 2012 PBIS Data Update</p>		<p>MAY 24, 2012 Financial Report April Audit Open Items & Requirements changes Staff Reduction ULA Resolution PLC Data Report Highlights Non- Tenured Non-Renewals & Probationary Non-Licensed Clerical Layoffs North Education Center (NEC) Facility Community Report</p>	
<p>JUNE 14, 2012 Superintendents Evaluation</p>	<p>Financial Report May PLC Data Report 2010-11 Budget NEC Facility Committee Report Attachment 10 Performance Criteria & Health & Safety</p>	<p>JUNE 28, 2012 Final ULA Resolution for Licensed Staff Board Evaluation Health & Safety Assessment 99 Report Superintendent & School Board Evaluation to plan for Board Retreat outcomes</p>	

INFORMATIONAL ITEMS TO REMEMBER:

** Pay Equity Report - (every three years - due in March 2012)
 Board TLC

Board role in setting/supporting goals
 Community use of Facilities Bucket

School Board Planning Calendar 2012

1 st Meeting of the Month	2 nd Meeting of the Month
AUGUST 23, 2012 <i>(Only one Board meeting this month!)</i>	
Administrative Services PLC C-Train Update Health and Medical Bucket NEC Facility Committee Report Report on Crisis Planning (Michelle Axell – 10 minutes) Determine NEC Size & Cost Option	Approval of Cash Flow Borrowing Resolution Financial Report July Legislative Session Review & Implications for District Operations School Start Up Program Report “Top Things Board Members Should Know About Our 2010-2011 Start-Up” (Colleen, Laura, and Jane)
SEPTEMBER 13, 2012 Superintendent Goals Bloomington – Closed Session	SEPTEMBER 27, 2012 Financial Report August Resolution to Borrow PLC’s Results/Goals MDE Final Special Education Monitoring Report NEC Facility Committee Report Resolution to Authorize Financing for NEC Report on Crisis Planning
OCTOBER 11, 2012 Prior Year Agenda Review Restraints and Seclusion – Instructional Report Resolution for Sale of Bonds for NEC Cash Flow Borrowing	OCTOBER 25, 2012 Financial Report September Strategic Plan Update/Innovative Coach NEC Facility Committee Report
NOVEMBER 8, 2012 <i>(Only one Board meeting this month!)</i>	
Financial Report October OPEB Reporting & Funding C-Train Report (Written Report) Food Service Resolution	Prior Year Unaudited Fund Balance Report NEC Facility Committee Report Resolution for Settlement of Bonds for NEC Facilities Management Update
DECEMBER 13, 2012 <i>(Only one Board meeting this month!)</i>	
Financial Report November Facilities Management Update - Energy Audit Digital Copy Certificate (Written Report)	Prior Year Audit Review NEC Facility Committee Report Legislative Initiatives

INFORMATIONAL ITEMS TO REMEMBER:

** Pay Equity Report - (every three years - due in March 2012)
 Board TLC

Board role in setting/supporting goals
 Community use of Facilities Bucket

INTERMEDIATE DISTRICT 287
February 23, 2012
SCHOOL BOARD CALENDAR

****TENTATIVE DATES****

February 2012

23	Thursday	General Board Meeting	6:30PM	Board Rm
25	Saturday	Destination Imagination West/Southwest Metro Regional Tournament	TBD	Maple Grove HS

March 2012

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

April 2012

12	Thursday	Epsilon Family Night	TBD	Epsilon
14	Saturday	Destination Imagination State Tournament	TBD	Champlin Park HS
25	Wednesday	Honors Mentor Connection Scholar's Forum	TBD	TBN
26	Thursday	General Board Meeting	6:30PM	Board Rm

May 2012

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

June 2012

01	Friday	Prairie Center Academy (PCA) Graduation	10:00AM	EP Cmmnty Center
04	Monday	North Vista Education Center Graduation	7:00PM	North Vista
05	Tuesday	City West Academy Graduation	10:00AM	Shady Oak
07	Thursday	Edgewood Education Center Graduation	TBD	Edgewood
14	Thursday	General Board Meeting	6:30PM	Board Rm
28	Thursday	General Board Meeting	6:30PM	Board Rm

◆ Board Facilities Committee Meeting - Third Tuesday of the Month
◆ Board Facilities Committee Meeting - Second Tuesday of the Month

◆ General Board Meeting – Date Change
◆ New Event