

# **Intermediate District 287**

Responsive. Innovative. Solutions.



**Intermediate District 287**

**Regular Meeting**

**Thursday, May 8, 2014 6:30 PM**

# Intermediate District 287

## RESPONSIVE. INNOVATIVE. SOLUTIONS

### GENERAL MEETING OF THE BOARD

Thursday, May 8, 2014

6:30 PM @ District Service Center Board Room

#### AGENDA

	<u>Page #</u>
1. CALL TO ORDER (Action)	
2. APPROVAL OF GENERAL MEETING AGENDA (Action)	
3. OPEN FORUM FOR COMMUNITY COMMENTS (Information)	
4. APPROVAL OF CONSENT AGENDA (Action)	
4. 1. General Board Meeting Minutes from April 10, 2014	4
4. 2. Finalsite Web Software & Services Contract	6
4. 3. Grant Agreement with Hennepin County's Youth Sports Program	7
4. 4. Pupil Transportation Services Agreements	8
5. SHARE THE SUCCESS & RECOGNITION - (5 minutes) (Information)	
5. 1. Employee Recognition – The April “Above & Beyond” Employee	
6. SUPERINTENDENT'S REPORT - (30-45 minutes) (Information)	
6. 1. Strategic Plan Survey Results	9
Bill Morris of the Morris-Leatherman company will present findings of the research his firm recently has conducted to assess stakeholder perceptions of the extent to which the district has achieved the objectives of the strategic plan.	
6. 2. Hennepin County Graduation Initiative Update	23
Information will be provided on the Hennepin County Graduation Initiative.	
6. 3. Happy is Hope	
7. INSTRUCTIONAL REPORT - None	
8. ADMINISTRATIVE SERVICES REPORT - (15 minutes)	
8. 1. Financial Report	
8. 1. 1. Approval of Routine Monthly Finance Report (Action)	27
Mae Hawkins, Director of Finance will provide an overview of the monthly finance reports and the Board will be asked to approve it.	
8. 2. Facilities Report (Information)	
8. 2. 1. OSHA Visit	
Mike Cowles, Director of Facilities, will share information about this visit.	
8. 3. Information Technology Report - None	
8. 4. Human Resource Report - None	
9. BOARD BUSINESS - (10 minutes)	
9. 1. Policy Review & Revision (Information)	
9. 1. 1. Drug and Alcohol Testing for Prospective Employees Policy	38
Anne Becker, General Counsel, will present the proposed Drug and Alcohol Testing for Prospective Employees policy as a First Read. The Employee Drug Testing Policy is new to this bucket.	
9. 2. Board Reports	
9. 2. 1. Chair Report	
9. 2. 1. 1. Superintendent Evaluation Update and Timeline (Information)	
Hard copy documents will be presented to Board members on May 8, 2014.	

Survey will open for all Board members by 7:00 a.m. Friday, May 9, 2014.

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

9. 2. 2. 1. AMSD Connections Newsletter April 2014 45

9. 2. 3. District News

9. 2. 3. 1. School Board Planning Calendar 2013-2014 49

9. 2. 3. 2. School Board Calendar of Events 51

9. 3. Once Around the Table

10. **ADJOURNMENT**

**DISTRICT 287 REGULAR BOARD MEETING**  
**Intermediate District 287**  
**April 10, 2014**  
**MINUTES**

**1. CALL TO ORDER**

Chair Ann Bremer called the regular meeting to order at 6:32 PM in the District Service Center Board Room. A quorum was declared with the following members in attendance:

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

Absent: 273/Neville

Guests:

287 Administration: Sandra Lewandowski, Colleen Baumtrog, Anne Becker, Michael Cowles, Mae Hawkins, Jane Holmberg, Dolly Lastine, Chad Maxa and Wauneen Mgeni

287 Staff Members: Greg Krohn

**2. APPROVAL OF GENERAL MEETING AGENDA**

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

**3. OPEN FORUM FOR COMMUNITY COMMENTS**

**4. APPROVAL OF CONSENT AGENDA**

The Consent Agenda was presented for approval. The Consent Agenda included the general meeting minutes from March 27, 2014, and Routine Human Resource Activities for April 10, 2014. *Motion by Ann Bremer, seconded by Michèle Kunz, to approve the Consent Agenda as presented. All in favor. Motion carried unanimously.*

**5. SHARE THE SUCCESS & RECOGNITIONS - None**

**6. SUPERINTENDENT'S REPORT**

Superintendent Lewandowski introduced Dr. Jane Holmberg, Executive Director of Teaching & Learning. Jane briefly summarized a document to the Board of next steps in strategic planning, *“What the Board Needs to Know About the Strategic Plan Timeline.”* Jane presented and recommended approval to authorize planning for the next five year. *Motion by Carter Peterson, seconded by Sherry Tyrrell, to approve the authorization for planning for the next five years as presented. All in favor. Motion carried unanimously.*

**7. INSTRUCTIONAL REPORT - None**

**8. ADMINISTRATIVE SERVICE REPORTS**

**Financial Report - None**

**Facilities Report - None**

**Information Technology Report - None**

**Human Resources Report**

Mrs. Anne Becker, General Counsel/Human Resource Director, Anne briefly summarized a document to the Board as a follow-up to the “287 Talent Management” presentation she had made at the March 27 Board meeting. The summary is titled, “*What Board Members Should Know About Talent Management: A Focus on Performance and Results.*”

**Closed Session**

At the recommendation of Board Chair Bremer, *a motion was made by Ann Bremer, seconded by Carol Bomben, the school Board may hold a closed meeting to consider strategy for labor negotiations. Minn. Stat. §13D.03.* The meeting was closed to the public at 6:42 PM. *A motion was made by Carol Bomben, seconded by Carter Peterson, to reopen the general meeting. All in favor. Motion carried unanimously.* The general meeting reopened at 7:21 PM.

**9. BOARD BUSINESS**

**Policy Review & Revision - None**

**Chair Report**

Board Chair Bremer presented the timeline and process for the Superintendent evaluation.

**AMSD Report - None**

**Once Around the Table - None**

**10. ADJOURNMENT**

*Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 7:33 PM.*

The next general meeting will be held on May 8, 2014, at 6:30 PM in the DSC Board Room.

Submitted by  
Wauneen Mgeni  
Secretary to the Board

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

Date \_\_\_\_\_ Date \_\_\_\_\_

# Intermediate District 287

*RESPONSIVE. INNOVATIVE. SOLUTIONS.*

---

## INTER-OFFICE MEMORANDUM

---

Date: May 8, 2014

To: 287 School Board  
Sandra Lewandowski, Superintendent  
Dr. Colleen Baumtrog, Executive Director of Administrative Services

From: Chad Maxa, Director of Information Technology

**Re: Finalsite Web Software & Services Contract**

The District's requirements for our Website platform have continued to increase, as we continue to rely on our Website as a strategic tool for communications with member districts and our staff. Unfortunately, our current platform and vendor have been unable to keep pace with our growing needs. This year we began the process of understanding our requirements and searching for a Content Management System that would meet our needs.

Several months ago, the District partnered with C.E.L. (Creative. Effective. Lasting), a local public relations firm that specializes in web communications and design. They assisted the District with the evaluation of numerous options, and with their help we have selected Finalsite for our new web platform and hosting services. The contract totals \$203,500 and the cost breakdown is below:

- Initial setup and design = \$5,000
- Annual software subscription = \$5,700
- Annual web hosting service = \$34,000

Web hosting is an e-rate eligible service under Priority 2 funding, and I have applied for this on next year's e-rate application. I anticipate that we will receive approximately \$25,000 annually in e-rate funding for our web hosting services.

Board approval is requested. Thank you for considering this request.

# Intermediate District 287

*RESPONSIVE. INNOVATIVE. SOLUTIONS.*

---

## INTER-OFFICE MEMORANDUM

---

DATE: May 8, 2014

TO: Sandra Lewandowski, Superintendent

FROM: Mae L. Hawkins, Director of Finance

**RE: Recommendation for Board Acceptance of a Grant Agreement with Hennepin County's Youth Sports Program**

Intermediate District 287 has been awarded \$168,000 from Hennepin County's Youth Sports Program. The Hennepin Youth Sports Program awards grants for youth and amateur sports and activities within Hennepin County. The funds received under this agreement shall be used to improve the playfield at South Education Center. This agreement runs from January 1, 2014 – July 31, 2015.

# Intermediate District 287

*RESPONSIVE. INNOVATIVE. SOLUTIONS.*

---

## INTER-OFFICE MEMORANDUM

---

Date: May 5, 2014

To: 287 School Board  
Colleen Baumtrog, Executive Director of Administrative Services  
Mae Hawkins, Director of Finance

From: Michelle Axell, Special Projects Manager

**Re: Pupil Transportation Services Agreements**

The Pupil Transportation Services Agreements have been extended for the 2014-15 school year with American Transportation for an estimated total of \$185,400; Koch School Bus/Anderson Bus Company for an estimated total of \$193,640; and Bloomington School District #271 for an estimated total of \$144,200. Each of these totals reflects a 2.5%-3% increase. We are recommending renewing these existing contracts based on the satisfactory and reliable services of the vendors. Board approval is requested.

# The Morris Leatherman Company

## *Intermediate School District 287 Stakeholders Study*

**METHODOLOGY:**

This study comprises a sample of five stakeholder groups and a random sample of a sixth group. The unit of comparison is the School District member – 12 school districts in the Hennepin County suburbs. The questionnaires were administered through telephone interviews with District Superintendents, District Special Education Directors, District Teaching and Curriculum Directors, Finance Directors and District appointees to the Intermediate District Board. The sixth group – a member of each School District Board – was selected randomly from each board; the selection process excluded local board members who jointly served on the Intermediate School District Board. Telephone interviews were conducted by trained and supervised company employees from mid-January 2014 to mid-February 2014.

**MAJOR FINDINGS:**

**Information Levels:**

Initially, respondents were asked:

*How informed do you feel about the programs and services provided by Intermediate District 287 – very important, somewhat important, not too important, or not at all important?*

While negative ratings are still minimal, positive ratings have remained fairly stable in each group:

	Very Informed	Somewhat Informed	Not Too Informed
2009 Superintendents	6	6	1
2014 Superintendents	8	4	0
2009 School Board	4	9	0
2014 School Board	6	4	1
2009 District Board	13	0	0
2014 District Board	10	2	0
2009 Spec Educ	11	2	0
2014 Spec Educ	10	2	0

	Very Informed	Somewhat Informed	Not Too Informed
2009 Teach/Curriculum	8	5	0
2014 Teach/Curriculum	5	3	0
2014 Finance Directors	4	8	0

Intermediate District 287 Board Members and Special Education Directors continue to post the highest ratings. District School Board Members and Superintendents were more generous in their positive ratings this year. However, teaching and curriculum directors and financial directors were split in their positive ratings..

Next, respondents were queried:

***And, how informed do you feel about the mission and strategic objectives of the organization – very informed, somewhat informed, not too informed, and not at all informed?***

Intermediate District 287 Board Members and Special Education Directors still offer the most favorable views:

	Very Informed	Somewhat Informed	Not Too Informed
2009 Superintendents	7	6	0
2014 Superintendents	8	4	0
2009 School Board	7	5	1
2014 School Board	7	3	1
2009 District Board	13	0	0
2014 District Board	10	2	0
2009 Spec Educ	10	3	0
2014 Spec Educ	10	2	0
2009 Teach/Curriculum	9	4	0
2014 Teach/Curriculum	5	3	0
2014 Finance Directors	4	8	0

Again, District School Board Members, Superintendents, Teaching and Curriculum Directors and Finance Directors were split in their positive evaluations.

Finally, respondents were queried:

***How informed do you feel about decision and policy-making by Intermediate District 287 – very informed, somewhat informed, not too informed, or not at all informed?***

A majority of respondents still feel at least “somewhat informed” about decision and policy-making:

	Very Informed	Somewhat Informed	Not Too Informed	Not At All Informed	Unsure
2009 Superintendents	5	7	1	0	0
2014 Superintendents	5	5	1	1	0
2009 School Board	3	10	0	0	0
2014 School Board	3	4	3	1	0
2009 Spec Educ	4	8	1	0	0
2014 Spec Educ	6	4	2	0	0
2009 Teach/Curric	5	7	1	0	0
2014 Teach/Curric	3	5	0	0	0
2014 Finance Directors	4	8	0	0	0

Lower information levels about decision and policy-making were encountered more often among District School Board members.

**Satisfaction Levels:**

Respondents were first asked:

***In general, how satisfied are you with the services provided by Intermediate School District 287 – very satisfied, somewhat satisfied, not too satisfied, or not at all satisfied?***

No respondents post negative ratings:

	Very Satisfied	Somewhat Satisfied	Not Too Satisfied
2009 Superintendents	6	7	0
2014 Superintendents	5	7	0
2009 School Board	8	5	0
2014 School Board	7	4	0
2009 Spec Educ	11	2	0
2014 Spec Educ	10	2	0
2009 Teach/Curriculum	7	6	0
2014 Teach/Curriculum	5	3	0

	Very Satisfied	Somewhat Satisfied	Not Too Satisfied
2014 Finance Directors	3	9	0

Special Education Directors still post the highest ratings, while Superintendents, Teaching and Curriculum Directors and Finance Directors are more cautious in their positive evaluations.

Next, respondents were asked:

***And, in general, how satisfied are you with Intermediate School District 287 support to member districts – very satisfied, somewhat satisfied, not too satisfied, or not at all satisfied?***

School Board Members and Special Education Directors continue to report high levels of satisfaction with District 287 member districts:

	Very Satisfied	Somewhat Satisfied	Not Too Satisfied
2009 Superintendents	6	7	0
2014 Superintendents	5	7	0
2009 School Board	10	3	0
2014 School Board	8	3	0
2009 Spec Educ	10	3	0
2014 Spec Educ	9	3	0
2009 Teach/Curriculum	6	7	0
2014 Teach/Curriculum	6	2	0
2014 Finance Directors	3	9	0

Superintendents, Teaching and Curriculum Directors and Finance Directors were more split, although still positive.

Finally, satisfaction with current levels of information was ascertained:

***Are you satisfied with your current level of information you receive from Intermediate District 287?***

Unanimity or near-unanimity of Special Education Directors, Teaching and Curriculum Directors and Finance Directors report satisfaction with the current information they receive from Intermediate District 287:

	Yes	No	Unsure
2009 Superintendents	12	1	0
2014 Superintendents	9	3	0
2009 School Board	13	0	0
2014 School Board	8	3	0
2009 Spec Educ	12	1	0
2014 Spec Educ	11	1	0
2009 Teach/Curric	12	1	0
2014 Teach/Curric	8	0	0
2014 Finance Directors	12	0	0

While still positive, there was an increase in dissatisfaction among Superintendents and School Board members.

**Empowerment:**

Respondents were queried:

***Do you think your district can have a say in the way Intermediate District 287 runs?***

Respondents continue to be nearly unanimous in their affirmative responses:

	Yes	No	Unsure
2009 Superintendents	12	1	0
2014 Superintendents	11	1	0
2009 School Board	10	1	2
2014 School Board	11	0	0
2009 Spec Educ	11	0	2
2014 Spec Educ	12	0	0
2009 Teach/Curriculum	12	0	1
2014 Teach/Curriculum	8	0	0
2014 Finance Directors	10	1	1

**Membership Value:**

Respondents were asked:

*When you consider the membership and cost of services of Intermediate District 287 and the quality of the services you receive, would you rate the general value of your Intermediate District 287 membership as excellent, good, only fair, or poor?*

Positive ratings dominate the pattern of responses:

	Excellent	Good	Only Fair	Poor	Unsure
2009 Superintendents	6	6	1	0	0
2014 Superintendents	3	6	3	0	0
2009 School Board	3	10	0	0	0
2014 School Board	2	8	1	0	0
2009 Spec Educ	4	7	1	1	0
2014 Spec Educ	1	8	3	0	0
2009 Teach/Curric	2	9	1	0	1
2014 Teach/Curric	2	6	0	0	0
2014 Finance Directors	1	10	1	0	0

“Good,” though, still dominates the ratings rather than “excellent.” However, an increase in negative ratings occurred among Superintendents and Special Education Directors.

**Purchased Services:**

Respondents were read:

Now, let’s talk about the relationship between your School District and Intermediate District 287. Let’s consider services that may be purchased by your district, such as Special Education, Career-Tech, Honors Mentor Connection, World Language, and Legal services.

They were then asked:

*First, do you view this relationship as strictly cooperative, strictly competitive, both cooperative and competitive, or in none of these perspectives?*

Majorities of respondents still view the relationship as “cooperative:”

	Cooperative	Competitive	Both	None	Unsure
2009 Superintendents	8	0	5	0	0
2014 Superintendents	7	0	5	0	0
2009 School Board	7	0	4	0	2
2014 School Board	8	2	0	1	0
2009 District Board	8	0	5	0	0
2014 District Board	7	0	5	0	0
2009 Spec Educ	9	2	1	0	1
2014 Spec Educ	9	0	3	0	0
2009 Teach/Curric	8	1	2	2	0
2014 Teach/Curric	8	0	0	0	0
2014 Finance Directors	10	2	0	0	0

School Board members and Finance Directors are more apt to see the relationship as “competitive.” A smaller plurality views the relationship as “both competitive and cooperative.”

### **District Purchased Services:**

Interviewees were asked:

*I would like to read you a list of statements about district purchased services. For each one, please tell me on the basis of your experience whether you strongly agree, somewhat agree, somewhat disagree, or strongly disagree. If you have no opinion, just say so....*

Agreement remains high with three statements:

	Superintendents	Board Members	287 Board Members	Special Education	Teaching/Curriculum
2009 Available When Needed	12	12	13	13	13
2014 Available When Needed	10	7	12	11	8
2009 Costs No More Than	9	5	6	3	3
2014 Costs No More Than	6	7	8	3	8
2009 Educational Benefits Greater	10	9	9	7	9
2014 Educational Benefits Greater	9	8	11	9	7

	Superintendents	Board Members	287 Board Members	Special Education	Teaching/Curriculum
2009 Available Unique Expertise	12	12	13		
2014 Available Unique Expertise	11	11	12	12	8
2009 Comfortable Joint Solutions	13	12	13	12	13
2014 Comfortable Joint Solutions		11	11	12	8

The assertion eliciting the high level of disagreement continues to be: “The cost of Intermediate District 287 services and programs are no more than if my School District were to run like programs or services internally.” The second highest amount of disagreement focuses on the statement: “The educational benefits of Intermediate District 287 programs and services are equal to or greater than what my School District currently provides or could provide in like programs and services.” Both statements address costs and resulting benefits.

### **Choice Programs:**

Respondents were instructed:

*Now, let’s consider choice programs offered by Intermediate District 287 that are fee-based or tuition programs that individual students can elect to take, such as Destination Imagination, Area Learning Center programs, West Suburban Summer School, and on-line learning.*

*I would like to read you a list of statements about choice programs. For each one, please tell me on the basis of your experience whether you strongly agree, somewhat agree, somewhat disagree, or strongly disagree. If you have no opinion, just say so....*

Agreement with four of the five statements was very high:

	Superintendents	Board Members	287 Board Members	Teaching/Curriculum
2009 Enhance and Expand	12	12	13	13
2014 Enhance and Expand	11	11	11	8
2009 No More Than	9	5	6	3
2014 No More Than		8	7	8
2009 Educational Benefits Greater	10	9	10	10
2014 Educational Benefits Greater	8	11	10	8
2009 Available Unique Expertise	11	13	12	
2014 Availalbe Unique Expertise	12	11	12	8
2009 Comfortable Joint Solutions	10	12	12	13
2014 Comfortable Joint Solutions		11	12	8

The only assertion eliciting higher levels of disagreement is: “The cost of Intermediate District 287 services and programs are no more than if my School District were to run like programs or services internally.”

### **Future of Intermediate District 287:**

First, respondents were asked to consider their “top of the mind” thoughts about the District:

***When you think of Intermediate District 287, is your first thought a specific site, a specific program, or something else?***

“Broad program offerings” is the most often posted result among all five groups. Other responses include the following:

- Special Education
- Low incident services
- Collaboration
- Specialized Alternative programs
- Honors Mentor Connection
- District as a whole
- North Education Center
- Fills gaps for member districts
- Specialized services
- Financial costs

The “best aspects” of Intermediate District 287 were considered:

***What, if anything, do you consider to be the BEST aspects of the organization that should be preserved as Intermediate District 287 moves into the future?***

“Special education programs” are posted most often in response to this query. Other responses mentioned were:

- Low incident programs
- Broad range of program
- Flexibility
- Innovative
- Collaborative
- Focused on needs of children
- Individualized to needs of member districts
- Cost effective for member districts
- Specialized programs
- Professional and well-trained staff
- Leadership model

Meeting needs of member districts  
Area Learning Center

“Flexibility,” “collaborative” and “innovatives” are the second highly rated aspects of the organization.

Next, respondents were queried:

***What, if anything, is not as good as it could be in the organization today that needs to be fixed or improved in the future?***

“Cost effectiveness” is the key concern mentioned by the five groups. Other responses indicated were:

Transparency of costs  
Communication with parents  
Transportation  
Communication with member districts  
More flexibility  
More hands-on programs  
Eliminate things that are not core mission  
Increase itinerant services  
Patience with children  
Understanding facility needs  
Technology  
Staff safety measures  
Staff training  
Regular education program

A significant number of each group, though, are either “unsure” or think that “nothing” fits into this category.

Finally, interviewees were asked:

***What, if anything, is currently missing from Intermediate District 287 which, if present, would greatly improve the quality and effectiveness of the organization?***

Uncertainty or “nothing” are the most frequent choices. Responses include:

Continued Innovation  
Transparency  
Better budget management  
More trade programs  
Sharing of research data and trends

More state funding  
More one-on-one services  
Transportation  
Improve website information  
Better communication  
Meeting development and staff needs  
More input into curriculum group

Most posted comments focused on the need for better budget transparency or an expansion of services provided by District 287.

### **Sources of Information:**

Interviewees were first asked:

***What is your principal source of information about Intermediate District 287?***

“Meetings” prove to be key source of information about District 287 for most groups:

Meetings  
E-mail  
Word of mouth  
Business manager  
Mailings  
Meeting minutes  
Board Representative  
Written Report  
SEDAC

Board representatives, e-mails and interpersonal communications with District staff and peers are the next most frequently cited information sources.

While a correspondence between current information sources and preferred information sources still exists in this study, the trend toward preferring e-mail communications continues to grow.

### **Evaluation of Five Year Strategic Plan:**

Respondents were asked to evaluate Intermediate District 287 on four components related to the five year Strategic Plan.

***As you know, Intermediate District 287 is completing its five year Strategic Plan. For each of the following components, please tell me if you think the district has greatly improved on that component over the past five years, somewhat improved, remained about the same, somewhat declined, or greatly declined over the past five years.***

Almost every group gave the District credit for improving on all four components by wide margins. Superintendents were split on “customer service” and “communications.”

***Providing value to member districts?***

	Improved	Same	Declined	Unsure
Superintendents	7	4	0	1
School Board	7	3	0	1
District Board	10	1	0	1
Spec Educ	8	4	0	0
Teach/Curric	6	1	0	1
Finance Directors	7	1	0	4

Sixty-seven percent of respondents felt the District had improved on “providing value to member districts.”

***Customizing services based on member district’s unique needs?***

	Improved	Same	Declined	Unsure
Superintendents	7	2	1	2
School Board	6	3	0	2
District Board	11	1	0	0
Spec Educ	11	1	0	0
Teach/Curric	7	1	0	0
Finance Directors	5	2	0	5

Seventy percent of the sample saw improvement from the District on “customizing services based on member district’s unique needs.”

***Customer service?***

	Improved	Same	Declined	Unsure
Superintendents	5	5	0	2
School Board	6	2	0	3
District Board	11	1	0	0
Spec Educ	8	4	0	0
Teach/Curric	6	2	0	0
Finance Directors	7	2	0	3

Sixty-four percent reported improvement on the Intermediate District 287's “customer service.”

## *Communications?*

	Improved	Same	Declined	Unsure
Superintendents	6	6	0	1
School Board	8	3	0	0
District Board	12	0	0	0
Spec Educ	8	2	1	0
Teach/Curric	8	0	0	0
Finance Directors	8	1	0	3

Seventy-five percent indicated improvement on “communications” over the course of the past five years.

## **CONCLUSIONS:**

1. Satisfaction levels with “services” and “support to member districts” continues to remain very high. No dissatisfaction was registered by anyone in these two areas. The District has done an excellent job over the past five years on these two critical areas. In fact, majorities across the sample indicated the intense positive position of “very satisfied.”
2. Stakeholders are satisfied with their current levels of information about Intermediate District 287. Information levels were tested in three areas: “programs and services,” “mission and strategic objectives” and “decision and policy-making.” On all three aspects, the District retained its high ratings from the 2009 study. Shifts were noticed within the positive categories of “very informed” or “somewhat informed.” However, District School Board members did register an increase in “not too informed” or “not at all informed” about “decision and policy-making.” The District should look at improving communications in this area with this key group.
3. The tension between the cost and value of services remains the greatest challenge to Intermediate District 287. Wide majorities in each group rate the value of membership favorably when considering the costs and the services provided. However, most respondents rate the District as “good” instead of “excellent.” The key factor in their evaluations does not appear to be the services or support offered by Intermediate District 287, it is the cost. Some stakeholders feel they could provide similar services and programs at lower cost.
4. Stakeholders do not see their School Districts in competition with Intermediate District 287. Majorities see a strictly cooperative relationship, while smaller numbers report a balanced relationship encompassing both competition and cooperation. Near unanimity indicate they can have a say in the way Intermediate District 287 runs. Paired together, the District has done an excellent job over the past five years on this delicate balance with member districts.

5. When looking at the five year Strategic Plan and its effect on member districts, Intermediate District 287 should feel very pleased about the results. On all four components tested, two-thirds of stakeholders felt the district improved. Five years ago, the District did not need to change stakeholder's opinions and evaluations from a negative to positive judgement. Instead, work needed to center around shifting "good" to "excellent" and "somewhat satisfied" to "very satisfied." This type of change tends to be more glacial. While this study shows a great level of stability in positive ratings, there are shifts throughout of stakeholders moving to the more intense positive evaluation. Combining this with their evaluations of the components of the five year Strategic Plan, this is validation of the work and effort put forth and will serve the District well moving into the next five years.

April 17, 2014

Greetings,

I am writing to you in advance of the Hennepin County meeting next Thursday, April 27. The meeting will be hosted by Hennepin County. While I will not be in attendance, I want to update you on the progress made toward reducing barriers that prevent students from graduating from high school. I have provided a link to an updated pictograph that shows progress since January. Please note the three bolded areas of work: [Hennepin County: Raise the Graduation Rate](#).

1. **Professional Development to Reduce Suspensions** – Over the past several months, there has been much attention to the detrimental impact of suspensions on students of color, poor students, and those with special education needs. The research is so compelling that Arne Duncan and Eric Holder have issued guidelines for public schools, with a clear message that suspensions must be reduced or eliminated. These guidelines are consistent with the research of our regional expert groups over the past three years. Recognizing the need for professional development in this area, we will provide an evidence based training opportunity for school teams next year. We anticipate that slots in this training program will be filled by summer. Hennepin County school districts will have the first opportunity to enroll prior to it being opened to all. Please see the letter "[A Better Way](#)" for details about enrollment. You are encouraged to sign your team up as soon as possible.
2. **Legislative Progress** – Two pieces of pending legislation that support the Hennepin County graduation work are in current House and Senate bills. The **first** would provide additional MDE grant money (up to \$125,000) for additional necessary chemical health services to sober school programs for students in recovery from substance abuse. Most sober school programs have disappeared over the past several years because of a lack of revenue to support such programs. The pending legislation provides those additional resources. The **second** piece of legislation would allow students to take developmental college classes if they attend a full-time ALC program as part of an early/middle college program on the campus of a post-secondary institution. Several Hennepin County superintendents have helped support this legislation, and if passed, it will greatly help students when they attend a program such as Gateway to College on the Brooklyn Park campus of Hennepin Technical College.
3. **Transportation Solutions** – A major barrier identified by regional expert groups is the lack of access to transportation for students who wish to enroll in an ALC program outside of their district boundaries. School districts are not required to provide such transportation and are understandably reluctant to begin that precedent. Yet, for many students, a program that matches their needs might be an ALC program in another school district. Without reliable transportation to these programs, students at risk of not graduating are at even higher risk of dropping out.

With the goal of seeking an alternative to typical school transportation options, we have begun a series of exploratory conversations with Metro Transit and one of the regional shared transportation groups. **We have learned that public bus transportation provides the potential to augment current school transportation options.** An unlimited bus pass for Metro Transit costs less than \$9.00 per week. While the usefulness of such public transportation depends on many factors, we are looking at how such routes might supplement school transportation options. Specifically, we are

studying 1) the concept of regional hub drop-off options, 2) how shared regional transportation efforts might complement public transportation, and 3) the willingness of school districts to transport students to a hub within their geographical district boundaries. While this is all exploratory at this point, there are potential solutions worth exploring with Metro Transit.

Best wishes for a successful meeting.

*Sandy*

Sandra Lewandowski, Ed.S.  
Superintendent  
Intermediate District 287  
District Service Center  
1820 Xenium Lane North  
Plymouth, MN 55441-3708  
Tel: 763.550.7287  
Fax: 763.550.7299  
[slewandowski@district287.org](mailto:slewandowski@district287.org)

**Intermediate District 287**  
RESPONSIVE. INNOVATIVE. SOLUTIONS.

**Hennepin County  
Commissioners and  
School Superintendents  
Partnership**

Hennepin County Commissioners and School Superintendents are leading a direct, joint effort to improve the county's overall high school graduation rate. This partnership addresses dropout prevention on a regional level and creates solutions.

**Hennepin County Board of Commissioners**

- Mike Opat**, *Chair*, 1st District
- Linda Higgins**, 2nd District
- Gail Dorfman**, 3rd District
- Peter McLaughlin**, 4th District
- Randy Johnson**, 5th District
- Jan Callison**, 6th District
- Jeff Johnson**, 7th District

**Hennepin County School Districts Superintendents**

- Chace Anderson**, *Superintendent*, District 284  
Wayzata Public Schools
- Mark Bezek**, *Superintendent*, District 728  
Elk River - Area Schools
- Kevin Borg**, *Superintendent*, District 277  
Westonka Public Schools
- Robert Metz**, *Superintendent*, District 283  
St. Louis Park Public Schools
- Dennis Carlson**, *Superintendent*, District 11  
Anoka Hennepin School District
- Ric Dressen**, *Superintendent*, District 273  
Edina Public Schools
- Paul Durand**, *Superintendent*, District 883  
Rockford Area Schools
- Les Fujitake**, *Superintendent*, District 271  
Bloomington Public Schools
- Daniel Jett**, *Superintendent*, District 6069  
West Metro Education Program
- Bernadeia Johnson**, *Superintendent*, District 1  
Minneapolis Public Schools
- Robert Laney**, *Superintendent*, District 282  
St. Anthony-New Brighton Independent School District
- Mark Bonine**, *Superintendent*, District 286  
Brooklyn Center Community Schools
- Sandy Lewandowski**, *Superintendent*, District 287  
Intermediate District
- Kate Maguire**, *Superintendent*, District 279  
Osseo Area Schools
- Karen Orcutt**, *Superintendent*, District 278  
Orono Schools
- Dennis Peterson**, *Superintendent*, District 276  
Minnetonka Public Schools
- John Schulz**, *Superintendent*, District 270  
Hopkins Public Schools
- Aldo Sicoli**, *Superintendent*, District 281  
Robbinsdale Area Schools
- Robert Slotterback**, *Superintendent*, District 280  
Richfield Public Schools
- Curt Tryggstad**, *Superintendent*, District 272  
Eden Prairie Schools

**Hennepin County  
School Superintendents/Commissioners Meeting**  
April 24, 2014 - 9:30 a.m. to 11:00 a.m.

Hennepin County Central Library – Doty Room  
300 Nicollet Avenue, Minneapolis, MN

**Agenda**

**9:30 Welcome/Introductions**

*Commissioner Opat*

**9:40 Honoring Superintendents Carlson & Slotterback**

*Commissioner Opat*

**9:50 Superintendent Updates**

*School Superintendents*

**10:00 Early Learning Strategies**

- \* Early Learning Investments – *Carol Miller*
- \* CHIP-Screening at Three - *Catherine McMahon*

**10:15 Data Portability Project Update**

*Kimberly Spates and Patrick Plant*

**10:30 Cohort Study Discussion**

\*What can we do regionally/jointly to support educational success for county involved youth? – *All*

**11:00 Closing Remarks**

*Commissioner Opat*

# Hennepin County: Raise the GRADUATION RATE April 2014

[Initial  
Hennepin  
Vision  
July 2010](#)

[Approved  
Superintendent/  
Commissioners  
Vision](#)

[Approved  
Graduation  
Goal](#)

In the summer of 2010, [a representative group of Hennepin County and School leaders visited Philadelphia](#) to learn about an exemplary model to increase graduation rates.

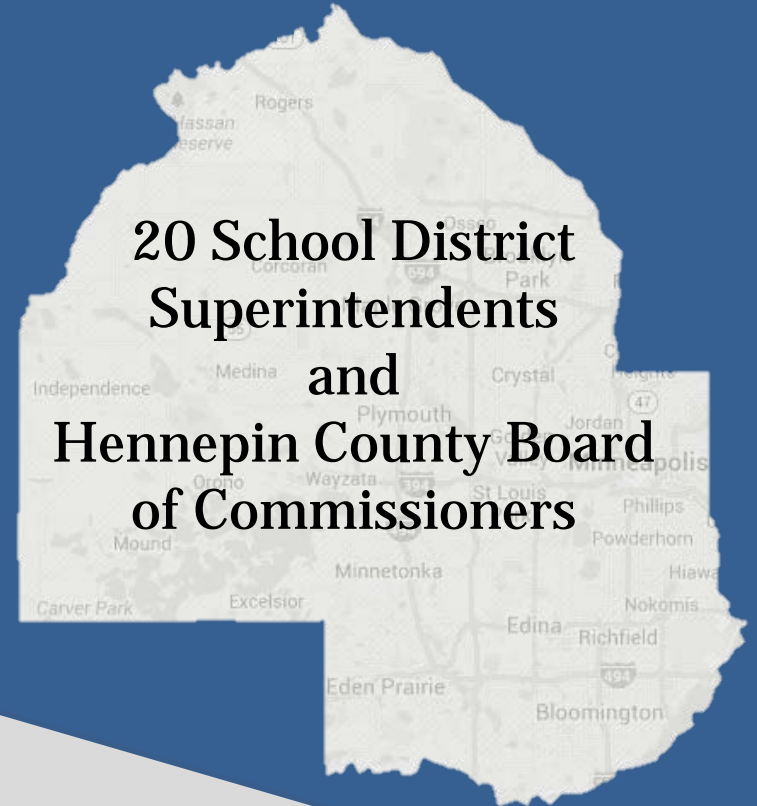


## What was learned in Philly:

1. Listen to the kids
2. Data are critical
3. Schools and county workers must collaborate
4. Re-Engagement system needs to be built
5. Multiple pathways for students must be developed
6. Private funders have a role

## Almost Four Years Later

Now, three years later, the vision of the Hennepin County and School Districts working together to affect graduation rates is being accomplished.



## Results:

### New Outcomes

- The overall regional graduation rate is increasing
- For County-involved youth, Area Learning Center (ALC)Plus program increases school attendance and reports 89% successful discharge rate
- For all dropouts in region, the Diploma On! re-engagement program results in over 50% of students contacted back in school
- **Cohort Training entitled "A Better Way" will be available in the fall of 2014 to address the goal of reducing suspensions and expulsions**

### New School Programs

- Innovative pathways to ensure relevance and rigor include Hennepin Gateway to College and West Education Center Alternative
- Individual school districts adopt practices and create programs to deepen prevention and elevate engagement
- **Proposed legislation may allow for renewed recovery/sober school programming and resources**
- **Proposed legislation to allow ALC students to take developmental college classes on a post-secondary campus**

### New Systems

- Graduation credit requirements standardized across several districts' ALC programs
- Critical cross-training established between schools and Hennepin County through shared social worker project
- *Minnesota Model of School-Based Arrest Diversion for Youth with Co-Occurring Disorders* endorsed by National Center on Mental Health and Juvenile Justice
- Data portability project with Hennepin County, Minnesota Department of Education, and school districts underway
- Inclusion of student voices and stories at Superintendent and Commissioner meetings
- **Continuation of cross-systems training and professional development with school support staff and Hennepin County staff**

### New Partnerships

- Strong collaboration with MDE
- Partnership emerging for specific populations: Minnesota Visiting Nurse Association to engage pregnant and parenting teens not in school and The Link to reach juveniles involved in the justice system and who experience truancy issues
- **Metro Transit has engaged in problem solving sessions to pursue additional transportation solutions for students**

## Challenges that remain:

1. Effective, coordinated communication to Hennepin County's thousands of dropouts
2. Funding for mental and chemical health services as an essential element of new program models
3. Tracking and adequately supporting highly mobile students due to disconnected information systems
4. Transportation for students whose needs are best served beyond their district borders
5. Systemic implementation across all systems of practices shown to have positive effect on the graduation rate

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

**Regular Meeting – May 8, 2014**

**AGENDA SECTION: ADMINISTRATIVE SERVICES REPORTS**

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

**PRESENTED BY: Mae L. Hawkins, Director of Finance**

**1. Background Information**

The March Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds excluding Funds 06 (NEC Construction) & 09 (Agency Funds) total \$73,163,223, or 86.5% of the Revised Revenue Budget of \$84,601,954. The District’s monthly revenue will continue to be based upon the cash payments we receive from MDE Special Education Uniform Tuition system and other state aids. Revenue will be made whole at the end of each fiscal year as we calculate all of our receivables and recognize the revenue receivable as part of the audit.

Year-to-date expenditures in all funds excluding Funds 06 (NEC Construction) & 09 (Agency Funds) total \$54,876,777, or 64.7% of the Revised Expenditure Budget of \$84,760,037.

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: \_\_\_\_\_

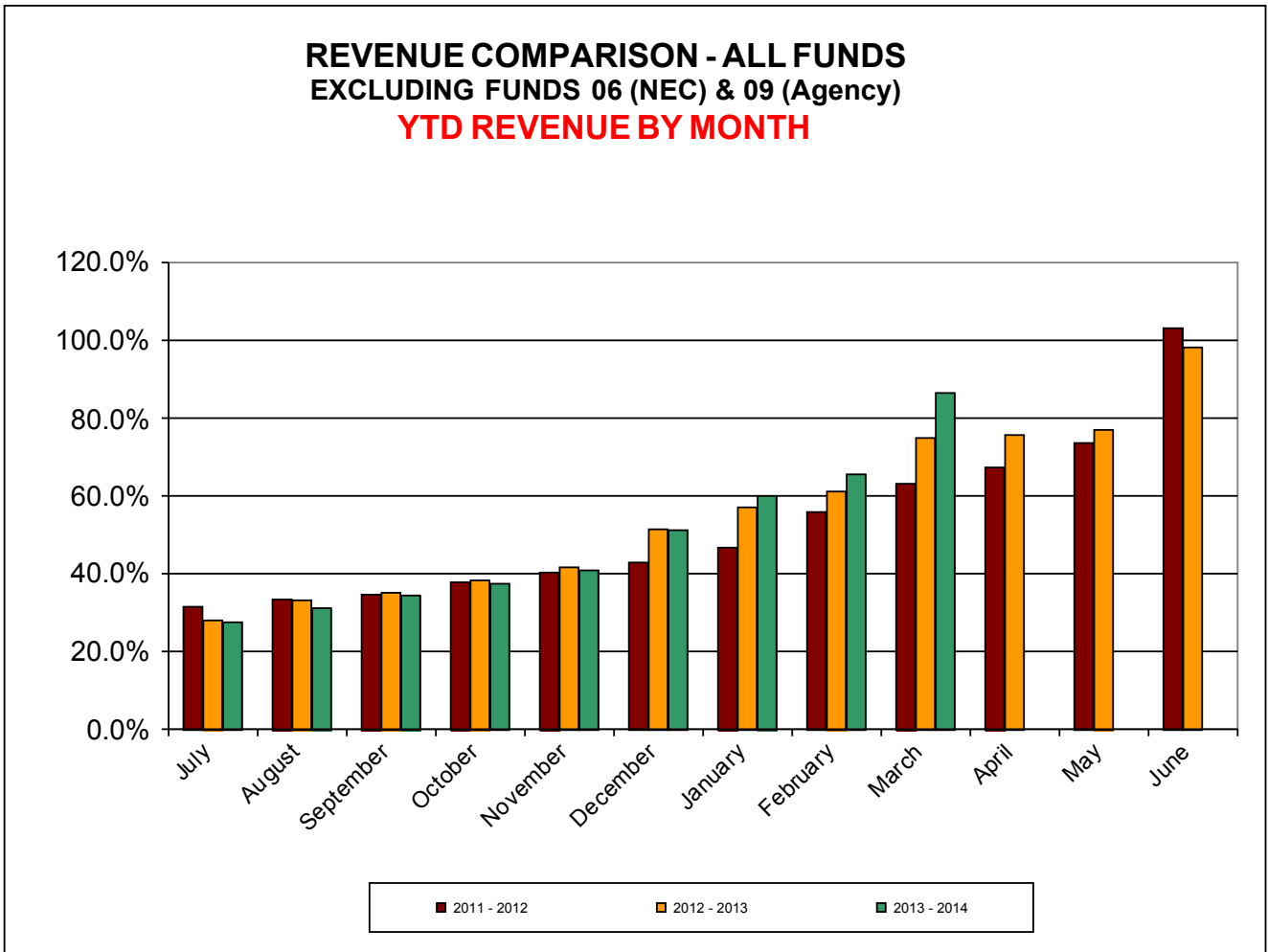
Yes \_\_\_\_ Failed \_\_\_\_

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

**DISTRICT 287  
REVENUE COMPARISON**

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

Month	2011 - 2012		2012 - 2013		2013 - 2014	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	25,873,696	31.5%	23,083,337	28.0%	23,266,115	27.5%
August	1,547,432	33.4%	4,277,483	33.2%	3,076,425	31.1%
September	1,014,685	34.6%	1,595,333	35.1%	2,766,649	34.4%
October	2,606,586	37.8%	2,620,908	38.3%	2,558,934	37.4%
November	2,065,709	40.3%	2,772,203	41.6%	2,904,928	40.9%
December	2,114,041	42.9%	8,060,459	51.4%	8,740,826	51.2%
January	3,139,401	46.7%	4,673,693	57.1%	7,444,596	60.0%
February	7,524,683	55.9%	3,338,082	61.1%	4,699,240	65.6%
March	5,978,317	63.1%	11,361,782	74.9%	17,705,512	86.5%
April	3,434,961	67.3%	636,685	75.7%		
May	5,160,949	73.6%	1,090,279	77.0%		
June	24,252,121	103.1%	17,481,161	98.2%		
<b>TOTAL</b>	<b>84,712,582</b>	<b>103.1%</b>	<b>80,991,404</b>	<b>98.2%</b>	<b>73,163,223</b>	<b>86.5%</b>
<b>BUDGET</b>	<b>82,141,328</b>		<b>82,490,824</b>		<b>84,601,954</b>	



REPORT: EXPREV 006 REVENUE SUMMARY BY FUND - Board Report  
STATEMENT OF REVENUE  
DIST 0287 Intermediate District 287 ACCOUNTING PERIOD 03/01/14 TO 03/31/14

RUN: MON 042114 09:44 PAGE 1

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

FD	PRIOR YEAR ACTUAL	REVISED BUDGET	03/01/14 03/31/14	FISCAL YEAR 201307 RECEIVED THRU 03/31/14	REMAINING ON 03/31/14	PERCENT REMAINING
01 GENERAL FUND	16,801,021.79	17,473,238	241,260.95	8,301,285.06	9,171,952.94	52.49 %
02 FOOD SERVICE FUND	590,029.26	655,439	56,497.45	211,932.03	443,506.97	67.66 %
04 COMMUNITY SERVICE FUND	200,356.47	170,592	3,655.79	56,992.39	113,599.61	66.59 %
06 BUILDING CONSTRUCTION FUND	98,584.95	0	0.00	0.00	0.00	0.00 %
07 DEBT SERVICE FUND	5,155,933.80	5,190,608	0.00	1,553,173.95	3,637,434.05	70.07 %
08 TRUST FUND	468,757.16	536,643	0.00	245,320.50	291,322.50	54.28 %
10 SCHOLARSHIP FUND	50,073.39	0	0.00	0.00	0.00	0.00 %
12 ALC-ACADEMIC	9,312,678.34	9,909,078	393,696.81	6,572,523.05	3,336,554.95	33.67 %
13 CAREER & TECH	1,452,720.05	1,385,517	230.99	1,032,259.32	353,257.68	25.49 %
14 SPECIAL EDUCATION	46,270,065.76	48,796,629	17,004,338.78	54,860,704.63	6,064,075.63-	12.42-%
20 INTERNAL SERVICE FUND	554,713.67	457,010	0.00	307,478.05	149,531.95	32.71 %
41 DONATIONS	602.84	0	0.00	30.00	30.00-	0.00 %
51 STUDENT CLUBS	35,866.27	27,200	5,830.87	21,523.75	5,676.25	20.86 %
*** REPORT TOTALS:	80,991,403.75	84,601,954	17,705,511.64	73,163,222.73	11,438,731.27	13.52 %

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

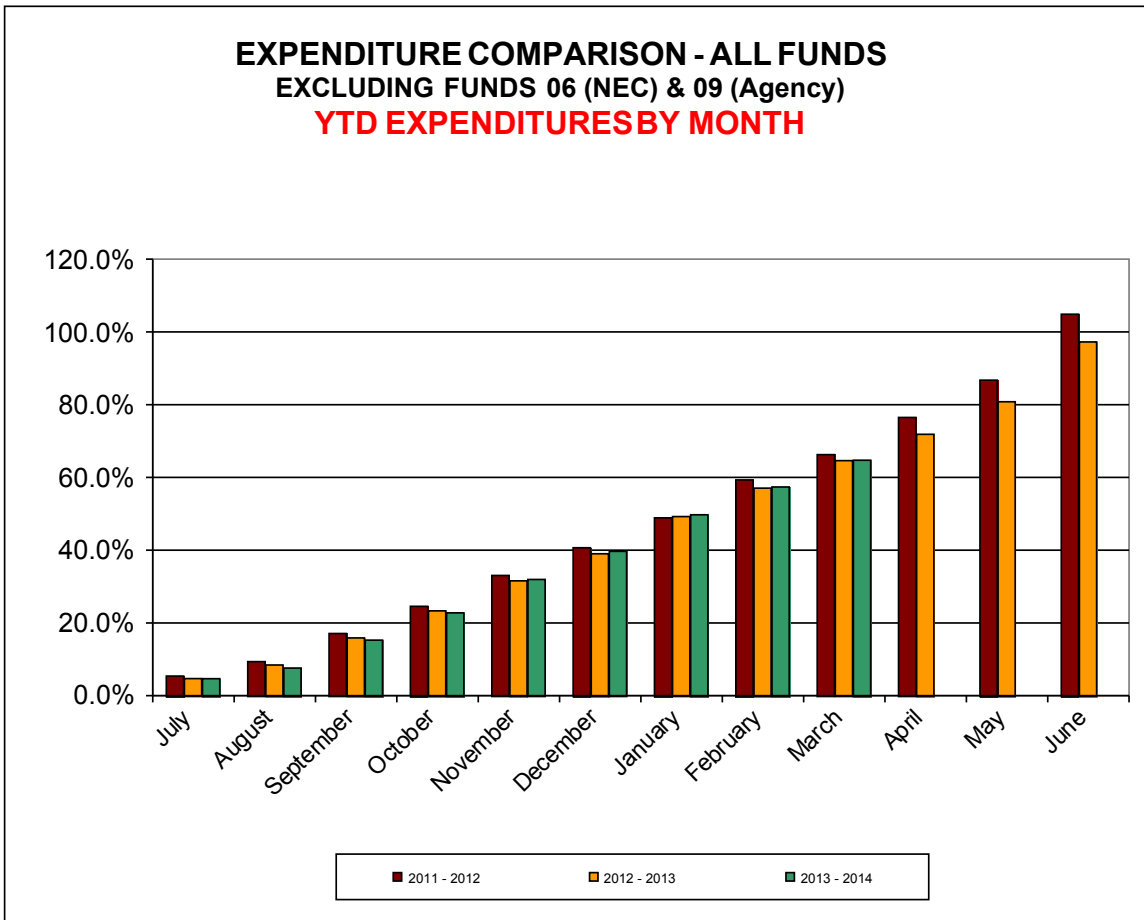
- EXCLUDING Funds 06 (NEC Construction) and 09 (Agency)

Month	2011 - 2012		2012 - 2013		2013 - 2014	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	4,426,791	5.4%	3,922,779	4.7%	3,962,038	4.7%
August	3,242,009	9.4%	3,118,331	8.4%	2,486,804	7.6%
September	6,314,818	17.1%	6,204,141	15.9%	6,489,103	15.3%
October	6,114,673	24.6%	6,207,454	23.3%	6,365,911	22.8%
November	6,924,324	33.0%	6,868,339	31.6%	7,781,071	32.0%
December	6,234,872	40.7%	6,204,082	39.0%	6,551,462	39.7%
January	6,740,058	48.9%	8,516,139	49.2%	8,521,477	49.7%
February	8,521,079	59.3%	6,519,986	57.1%	6,477,527	57.4%
March	5,671,596	66.3%	6,287,977	64.6%	6,241,384	64.7%
April	8,378,469	76.5% <sup>1</sup>	6,049,508	71.9%		
May	8,376,008	86.7% <sup>2</sup>	7,446,228	80.8%		
June	14,816,672	104.9% <sup>3</sup>	13,711,182	97.2%		
<b>TOTAL</b>	<b>85,761,367</b>	<b>104.9%</b>	<b>81,056,146</b>	<b>97.2%</b>	<b>54,876,777</b>	<b>64.7%</b>
<b>BUDGET</b>	<b>81,786,192</b>		<b>83,352,386</b>		<b>84,760,037</b>	

<sup>1</sup> Includes \$2,139,705.64 in MDE Tuition Refunds for prior years paid back to member districts (FY09-10)

<sup>2</sup> Includes \$531,813.67 in MDE Tuition Refunds for prior years paid back to other districts (non-member access fee)

<sup>3</sup> Includes \$1,942,041.25 in MDE Tuition Refunds for prior years paid back to other districts (FY10-11)



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

FD	PRIOR YEAR ACTUAL	REVISD BUDGET	03/01/14 03/31/14	FISCAL YEAR 201307 EXPENDED THRU 03/31/14	ENCUMBERED THRU 03/31/14	REMAINING ON 03/31/14	PERCENT REMAINING
01 GENERAL FUND	17,320,565.99	18,608,426	1,147,408.10	12,177,913.31	1,412,818.44	5,017,694.25	26.96 %
02 FOOD SERVICE	590,029.26	655,439	63,235.91	433,962.26	48,925.75	172,550.99	26.32 %
04 COMMUNITY SERVICE FUND	221,434.69	170,592	12,316.60	126,265.99	2,356.00	41,970.01	24.60 %
06 BUILDING CONSTRUCTION FUND	793,289.99	0	0.00	0.00		0.00	0.00 %
07 DEBT SERVICE FUND	3,973,668.76	3,965,332	0.00	3,964,231.26		1,100.74	0.02 %
08 TRUST FUND	472,715.78	536,643	0.00	217,150.75		319,492.25	59.53 %
10 SCHOLARSHIP FUND	8,868.77	20,000	0.00	20,669.14		669.14-	3.34-%
12 ALC-ACADEMIC	9,607,902.35	10,435,786	735,315.28	6,372,641.54	374,883.98	3,688,260.48	35.34 %
13 CAREER & TECH	1,493,258.60	1,390,477	123,100.13	856,780.97	4,129.61	529,566.42	38.08 %
14 SPECIAL EDUCATION	46,082,516.10	48,492,632	4,157,651.13	30,461,882.21	480,572.48	17,550,177.31	36.19 %
20 INTERNAL SERVICE FUND	462,733.42	457,010	0.00	229,598.37		227,411.63	49.76 %
51 STUDENT CLUBS	29,162.35	27,700	2,356.93	15,681.37	813.04	11,205.59	40.45 %
*** REPORT TOTALS:	81,056,146.06	84,760,037	6,241,384.08	54,876,777.17	2,324,499.30	27,558,760.53	32.51 %

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

---

## MEMORANDUM

DATE: **April 21, 2014**

TO: Members of the School Board

FROM: Mae L. Hawkins, Director of Finance

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

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

- |                                                                                                                                                                                            |             |                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------------------|
| 1. Claim payments for: <b>March 2014</b>                                                                                                                                                   | Totaling \$ | <u>3,714,002.65</u>  |
| a) Check #'s <b>493638 - 493908</b><br>and Wire Transfers - #'s <b>2481 - 2485, 3095, 70013989 - 70014161, 80000650 - 80000671</b><br>and P-Card Purchases - #'s <b>90000217- 90000229</b> |             |                      |
| 2. Payroll for: March 2014                                                                                                                                                                 | Totaling \$ | <u>2,413,533.94</u>  |
| a) Check #'s <b>n/a</b><br>b) Direct Deposit #'s <b>252600 - 254582</b><br>and Wire Transfers - #'s <b>4107</b>                                                                            |             |                      |
| 3. Receipts for: March 2014                                                                                                                                                                | Totaling \$ | <u>20,144,013.51</u> |
| a) Receipt #'s <b>134588 - 134835</b>                                                                                                                                                      |             |                      |
| 4. Investments at end of month                                                                                                                                                             | Totaling \$ | <u>23,004,648.53</u> |

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

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

INV NBR	INSTITUTION	INV TYPE	RATE OF RETURN (%)	PURCHASE DATE	MATURITY DATE	AMOUNT INVESTED
	PMA- MNTRUST INVESTMENT SHARES PORTFOLIO					-
	PMA- MNTRUST SAVINGS DEPOSIT ACCOUNT	SDA	0.040	02/28/14	03/31/14	23,004,648.53
	<b>TOTAL PMA- MNTRUST INVESTMENTS ON BOOKS</b>					<u>23,004,648.53</u>
	<b>INVESTMENTS ON OUR BOOK AT END OF MONTH</b>					23,004,648.53
	INTEREST NOT RECORDED BY MONTH-END					0.00
	<b>TOTAL INVESTMENTS AT END OF MONTH &amp; UN-RECORDED INTEREST</b>					<u><u>23,004,648.53</u></u>

# Intermediate District 287

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

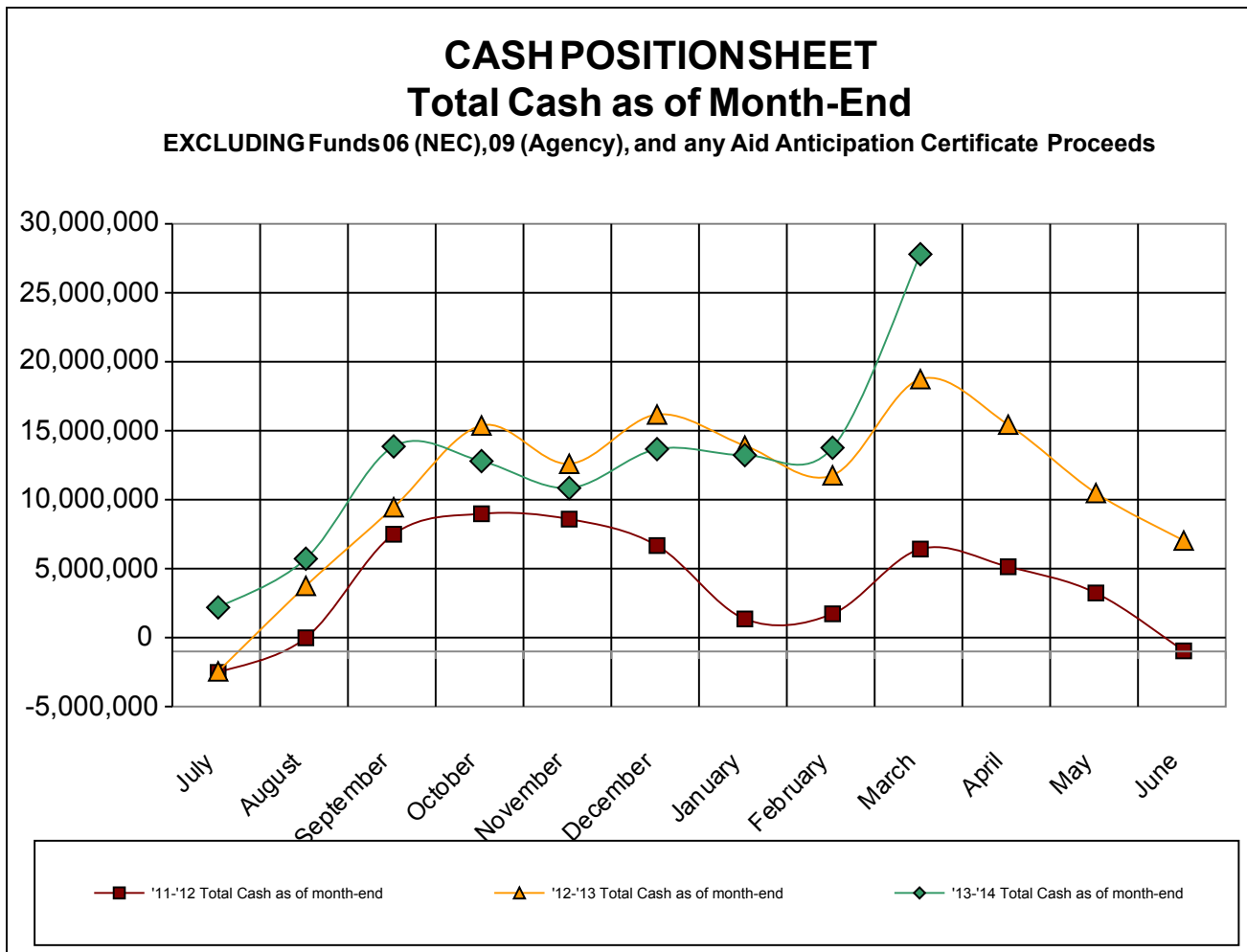
- EXCLUDING Funds 06 (NEC Construction), 09 (Agency), and any Aid Anticipation Certif. Proceeds

<u>Date</u>	<b>'11-'12 Total Cash as of month-end</b>	<b>'12-'13 Total Cash as of month-end</b>	<b>'13-'14 Total Cash as of month-end</b>
July	-2,523,529 <sup>1,2</sup>	-2,447,118 <sup>2</sup>	2,191,127 <sup>3</sup>
August	-15,086 <sup>1,2</sup>	3,754,626 <sup>3</sup>	5,718,061 <sup>3</sup>
September	7,492,933 <sup>2</sup>	9,454,172 <sup>3</sup>	13,862,706
October	8,982,957 <sup>2</sup>	15,382,409 <sup>3</sup>	12,796,587
November	8,595,697 <sup>2</sup>	12,605,385 <sup>3</sup>	10,848,256
December	6,678,835 <sup>2</sup>	16,180,751 <sup>3</sup>	13,665,705
January	1,358,298 <sup>2</sup>	13,924,956 <sup>3</sup>	13,229,251
February	1,728,796 <sup>2</sup>	11,767,529 <sup>3</sup>	13,767,789
March	6,426,638 <sup>2</sup>	18,741,667 <sup>3</sup>	27,803,669
April	5,136,821 <sup>2</sup>	15,446,038 <sup>3</sup>	
May	3,240,235 <sup>2</sup>	10,488,472 <sup>3</sup>	
June	-959,957 <sup>2</sup>	7,041,623 <sup>3</sup>	

<sup>1</sup> excludes Aid Anticipation Certif. proceeds of \$3,601,990.60 in Oct. 2010, paid back in Sept. 2011

<sup>2</sup> excludes Aid Anticipation Certif. proceeds of \$5,900,000.00 in July 2011, paid back in Aug. 2012

<sup>3</sup> excludes Aid Anticipation Certif. proceeds of \$9,900,000.00 in Aug. 2012, paid back in Sept. 2013



**INTERMEDIATE DISTRICT 287**  
**MARCH 2014 ACTIVITY**

**WIRE TRANSFERS IN:**

DATE	AGENCY	TO	EF#	AMOUNT	DESCRIPTION
03/05/14	HENN TECH COLLEGE	MSDLAF	1749085	19,084.19	INV# 71406 GATEWAY TO COLLEGE
	HENN TECH COLLEGE	MSDLAF	1749085	23,335.17	INV# 71571 GATEWAY TO COLLEGE
	HENN TECH COLLEGE	MSDLAF	1749085	54.00	INV# 71675 SPIRAL BINDING DUPLICATE PD REFUNDED
03/06/14	EDUC-VENDOR PAYMENT	MSDLAF	1751236	175,968.45	INV# 71633 MATH & SCIENCE PARTNERSHIP
03/11/14	DHS - MMIS	MSDLAF	1758612	4,463.13	THIRD PARTY BILLING FY1314
03/13/14	EDUC -STATE AID	MSDLAF	1772137	76,152.17	01S211 GEN ED AID FY1314
	EDUC -STATE AID	MSDLAF	1772137	16,828,279.42	01S360 SPED ED AID FY1314
03/14/14	HENN TECH COLLEGE	MSDLAF	1774456	36.00	INV#71743 SPIRAL BINDING
03/26/14	EDUC - FNS	MSDLAF	1795548	3,493.20	02F701 FEDREG LUNCHES JAN & FEB 2014
	EDUC - FNS	MSDLAF	1795548	698.64	02F701 FED HHFKA LUNCHES JAN & FEB 2014
	EDUC - FNS	MSDLAF	1795548	29,886.55	02F701 FED FREE & RED LUNCHES JAN & FEB 2014
	EDUC - FNS	MSDLAF	1795548	13,412.51	02F705 FED BRKFST JAN & FEB 2014
	EDUC - FNS	MSDLAF	1795548	1,455.45	02S300 ST LUNCHES JAN & FEB 2014
	EDUC - FNS	MSDLAF	1795548	303.15	02F705 ST BRKFST JAN & FEB 2014
3/27/2014	EDUC - STATE AID	MSDLAF	1797925	91,382.60	01S211 GEN ED AID FY1314
<b>MTD TOTALS</b>				<b>17,268,004.63</b>	

**WIRE TRANSFERS OUT:**

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
03/05/14	MSDLAF	BANK OF MONTREAL	90000217 - 90000229	43,847.46	A/P P-CARD FEB14 ACT - PD MAR14
	MSDLAF	BANK OF MONTREAL	2481	211.55	P-CARD DECLINING BALANCE FEB14 ACT - PD MAR14
	MSDLAF	BANK OF MONTREAL	2482	98,599.50	P-CARD FEB14 ACT - PD MAR14
	MSDLAF	US BANK	70013989 - 70014023	7,292.70	DIRECT DEPOSIT EMPLOYEE EXPENSES
	MSDLAF	BANK CARD SERVICES	2483	317.20	MERCHANT CARD FEES FEB14
03/10/14	MSDLAF	US BANK	252600- 253585	1,205,370.58	DIRECT DEPOSIT PAYROLL
03/14/14	MSDLAF	EBC	80000650	21,112.01	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000651	139,472.32	FEDERAL TAXES
	MSDLAF	ING	80000652	1,913.20	MN STATE RETIREMENT SYSTEM - VEBA
	MSDLAF	PERA	80000653	55,637.11	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000654	77,371.54	TEACHERS RETIREMENT ASSN
	MSDLAF	EBC	80000655	63,493.61	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000656	311,128.75	FEDERAL TAXES
	MSDLAF	MN DEPT OF REVENUE	80000657	33.00	MN DEPT OF REVENUE-WAGE LEVY'S
	MSDLAF	MN DEPT OF REVENUE	80000658	72,335.28	STATE WITHHOLDING TAXES
	MSDLAF	PERA	80000659	48,019.00	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000660	77,830.78	TEACHERS RETIREMENT ASSN
03/27/14	MSDLAF	US BANK	70014024 - 70014161	14,163.16	DIRECT DEPOSIT EMPLOYEE EXPENSES
	MSDLAF	US BANK	2484	102.12	ARP FEES VOUCHER ACCT FEB14
	MSDLAF	CHS	2485	32,987.53	CHS FLEX PAYMENTS MAR 14
03/31/14	MSDLAF	US BANK	253586 - 254582	1,208,106.39	DIRECT DEPOSIT PAYROLL
	MSDLAF	EBC	80000661	21,141.89	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000662	140,354.70	FEDERAL TAXES
	MSDLAF	ING	80000663	2,114.87	MN STATE RETIREMENT SYSTEM - VEBA
	MSDLAF	PERA	80000664	56,095.14	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000665	77,560.72	TEACHERS RETIREMENT ASSN
	MSDLAF	EBC	80000666	63,767.76	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000667	313,265.68	FEDERAL TAXES
	MSDLAF	MN DEPT OF REV	80000668	33.00	MN DEPT OF REVENUE-WAGE LEVY'S
	MSDLAF	MN DEPT OF REV	80000669	73,055.10	STATE WITHHOLDING TAXES
	MSDLAF	PERA	80000670	48,357.75	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000671	78,019.96	TEACHERS RETIREMENT ASSN
	MSDLAF	US BANK	3095	43.42	ARP FEES RECEIPT ACCT FEB14
	MSDLAF	US BANK	4107	56.97	ARP FEES PAYROLL ACCT FEB14
<b>MTD TOTALS</b>				<b>4,353,211.75</b>	



**DONATIONS  
INTERMEDIATE DISTRICT 287  
2013-2014**

**March 2014**

<b>DON. DATE</b>	<b>DESCRIPTION</b>	<b>VIN#</b>	<b>EST VALUE</b>	<b>DONOR</b>	<b>SS# OR FED ID#</b>	<b>CAMPUS</b>	<b>PROGRAM</b>
1/30/14	GIFT CERTIFICATE		\$ 25.00	3 SQUARES/BLUE PLATE RESTAURANTS		NWTC	STAFF APPRECIATION
3/7/14	GIFT BAG		\$ 25.00	ANEW DAY WELLNESS, LLC		SEC	HEALTH FAIR
1/30/14	2 GIFT CARDS		\$ 50.00	ANGENO'S PIZZA & PASTA, ROGERS		NWTC	STAFF APPRECIATION
1/30/14	75 REUSABLE BAGS		\$ 149.25	BARNES & NOBLE, MAPLE GROVE		NWTC	STAFF APPRECIATION
1/30/14	FAMILY FUNTASTIC VALUE PACKAGE		\$ 60.00	BRUNSWICK ZONE XL, BROOKLYN PARK		NWTC	STAFF APPRECIATION
1/30/14	5 GALLONS OF COFFEE WITH CONDIMENTS		\$ 150.00	CARIBOU COFFEE, MAPLE GROVE		NWTC	STAFF APPRECIATION
1/30/14	CERTIFICATE FOR PIZZA, DRINKS & TOKENS		\$ 30.00	CHUCK E CHEESE, MAPLE GROVE		NWTC	STAFF APPRECIATION
1/30/14	2 GIFT CARDS		\$ 20.00	CLADDAGH IRISH PUB		NWTC	STAFF APPRECIATION
1/30/14	CERTIFICATE FOR ICE CREAM		\$ 6.00	COLD STONE CREAMERY, MAPLE GROVE		NWTC	STAFF APPRECIATION
3/15/14	CHECK		\$ 150.00	CRYSTAL LIONS CLUB		NWTC	PARENT/STUDENT NIGHT
1/30/14	GIFT CARD		\$ 20.00	CUB FOODS, MAPLE GROVE		NWTC	STAFF APPRECIATION
1/30/14	GIFT CARD		\$ 20.00	CUB FOODS, PLYMOUTH		NWTC	STAFF APPRECIATION
1/30/14	25 TOKENS FOR CUSTARD		\$ 32.00	CULVER'S, BROOKLYN CENTER		NWTC	STAFF APPRECIATION
3/6/14	SUPPLIES		\$ 54.85	CUNDIFF, JOAN		DSC	DI & WSSS
1/30/14	GIFT CARD		\$ 50.00	FAMOUS DAVE'S, MAPLE GROVE		NWTC	STAFF APPRECIATION
1/30/14	GIFT BASKET		\$ 45.00	GREAT HARVEST BREAD CO, MAPLE GROVE		NWTC	STAFF APPRECIATION
1/30/14	CERTIFICATE FOR SERVICES		\$ 250.00	GREAT LAKES CHIROPRACTIC		NWTC	STAFF APPRECIATION
3/7/14	NEW PATIENT APPOINTMENT & TREATMENT		\$ 105.00	HEALING LOTUS ACUPUNCTURE		SEC	HEALTH FAIR
1/30/14	2 GIFT CERTIFICATES		\$ 30.00	HENRY'S CAFÉ		NWTC	STAFF APPRECIATION
3/4/14	CHECK		\$ 2,500.00	HORMEL FOOD SALES ON BEHALF OF TODD BOLTON		SECA	STUDENT CLUB
1/30/14	GIFT CERTIFICATE		\$ 20.00	MAD JACK'S, BROOKLYN PARK		NWTC	STAFF APPRECIATION
1/30/14	GIFT CARD		\$ 25.00	MALONE'S		NWTC	STAFF APPRECIATION
3/27/14	MEDICAL PADS		\$ 40.00	MORRIS, DENISE		SEC	ALL PROGRAMS
1/30/14	GIFT CERTIFICATE		\$ 15.00	MT. FUJI		NWTC	STAFF APPRECIATION
1/30/14	SALAD & BREAD STICKS FOR 75 PEOPLE		\$ 525.00	OLIVE GARDEN, MAPLE GROVE		NWTC	STAFF APPRECIATION
1/30/14	GIFT CARD		\$ 10.00	RAINBOW FOODS, BROOKLYN PARK		NWTC	STAFF APPRECIATION
1/30/14	FIVE \$5.00 OFF CERTIFICATES		\$ 25.00	RED LOBSTER, MAPLE GROVE		NWTC	STAFF APPRECIATION
1/30/14	GIFT CARD		\$ 25.00	SAWATDEE THAI RESTAURANT		NWTC	STAFF APPRECIATION
1/30/14	GIFT BASKET		\$ 45.00	SIMONSON'S SALON & SPAS, MAPLE GROVE		NWTC	STAFF APPRECIATION
3/7/14	BOOK, DVD, JEWELRY & QI-SSAGE SESSION		\$ 361.90	SPRING FOREST QIGONG		SEC	HEALTH FAIR
1/30/14	100 CERTIFICATES FOR FREE APPETIZER OR DESSERT		\$ 699.00	TGI FRIDAY'S		NWTC	STAFF APPRECIATION
1/30/14	BOXES OF COOKIES		\$ 119.60	TRADER JOE'S, MAPLE GROVE		NWTC	STAFF APPRECIATION
1/30/14	5 GIFT CARDS		\$ 25.00	WILD BILL'S SPORTS SALOON		NWTC	STAFF APPRECIATION
			\$ 5,707.60				

May 6, 2014

**Drug and Alcohol Testing for Prospective Employees Policy**

In preparation for drafting a policy regarding drug and alcohol testing for prospective employees, I reviewed the following sources of requirements and information: Minnesota Statutes, MSBA/MASA model policies, drug and alcohol testing policies developed by member districts, interested District employees and Intermediate District 287 policies.

A policy authorizing a school district to test prospective employees for the use of drugs or alcohol is required for school districts that intend to participate in such testing. Among the mandatory components are a description of the individuals who are subject to testing, any adverse actions that may be taken and the rights of the individuals tested. Minn. Stat. § 181.952 (2013). The District intends to test prospective employees for drug and alcohol use. This policy is proposed for inclusion in the Health and Medical bucket.

# DRAFT POLICY

**POLICY SERIES: Employee Rights and Responsibilities**

**SUBJECT: Drug and Alcohol Testing for Prospective Employees**

**BOARD APPROVED:**

**REVISION DATE:**

---

**ERR \_\_\_\_\_ Drug and Alcohol Testing for Prospective Employees**

## **I. PURPOSE**

- A. The Board recognizes the significant problems that can be created by illegal drug and alcohol use in society in general, and the public schools in particular. The Board further recognizes the important contribution that the public schools have in shaping the youth of today into the adults of tomorrow. The Board also appreciates the role that adults in schools play as role models for students and is committed to ensuring that District employees are conducting themselves in a manner that is in keeping with this important responsibility.
- B. The Board believes that current illegal drug or alcohol dependence may impair an employee's judgment and present a grave threat to the physical and mental well-being of students and employees. The Board further believes that a work environment free of illegal drug and alcohol use will be not only safer, healthier, and more productive but also more conducive to effective learning. Therefore, the purpose of this policy is to provide authority to the District to request or require job applicants to submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in Minn. Stat. §§ 181.950-181.957.

## **II. GENERAL STATEMENT OF POLICY**

- A. The District may request or require that any job applicant submit to drug and alcohol testing in accordance with the provisions of this policy and as provided in Minn. Stat. §§ 181.950-181.957.
- B. The use, possession, sale, purchase, transfer, or dispensing of alcohol or any drugs not medically prescribed for the person who is using or possessing them is prohibited on District property (which includes District vehicles), while operating District vehicles or equipment, and at any school-sponsored program or event. Use of alcohol or drugs which are not medically prescribed for the user is also prohibited throughout the school or work day, including lunch or other breaks, whether or not the employee is on or off District property. Employees under the influence of alcohol or drugs which are not medically prescribed are prohibited from entering or remaining on District property.
- C. The District may withdraw a job offer made to any job applicant pursuant to the

provisions of this policy and as provided in Minn. Stat. §§ 181.950-181.957.

### **III. DRUG AND ALCOHOL TESTING FOR PROSPECTIVE EMPLOYEES**

The District may request or require that any job applicants submit to drug and alcohol testing.

A. Circumstances Under Which Drug or Alcohol Testing May Be Requested or Required:

1. General Limitations

- a. The District may request or require that a job applicant undergo drug or alcohol testing conducted by a testing laboratory which participates in one of the programs listed in Minn. Stat. § 181.953, Subd. 1.
- b. The District will not request or require a job applicant to undergo drug and alcohol testing on an arbitrary or capricious basis.

2. Job Applicant Testing

The District may request or require any job applicant to undergo drug and alcohol testing provided a job offer has been made to the applicant and the same test is requested or required of all job applicants conditionally offered employment for that position. If a job applicant has received a job offer which is contingent on the applicant's passing drug and alcohol testing, the District may not withdraw the offer based on a positive test result from an initial screening test that has not been verified by a confirmatory test. In the event the job offer is subsequently withdrawn, the District shall notify the job applicant of the reason for its action.

B. No Legal Duty to Test

The District does not have a legal duty to request or require any job applicant to undergo drug and alcohol testing.

C. Definitions

1. "Drug" means a controlled substance as defined in Minnesota Statutes.
2. "Drug and alcohol testing," "drug or alcohol testing," and "drug or alcohol test" mean analysis of a body component sample according to the standards established under one of the programs listed in Minn. Stat. § 181.953, Subd. 1, for the purpose of measuring the presence or absence of drugs, alcohol, or their metabolites in the sample tested.

3. “Job applicant” means a person, independent contractor, or person working for an independent contractor who applies to become an employee of the District in a position that does not require a commercial driver’s license, and includes a person who has received a job offer made contingent on the person passing drug or alcohol testing.
4. “Positive test result” means a finding of the presence of drugs, alcohol, or their metabolites in the sample tested in levels at or above the threshold detection levels contained in the standards of one of the programs listed in Minn. Stat. § 181.953, Subd. 1.
5. “Safety-sensitive position” means a job, including any supervisory or management position, in which an impairment caused by drug or alcohol usage would threaten the health or safety of any person.

D. Right of Job Applicant to Refuse Drug and Alcohol Testing and Consequences of Such Refusal

1. Right of Job Applicant to Refuse Drug and Alcohol Testing

Any job applicant has the right to refuse drug and alcohol testing subject to the provision contained in Paragraph 2 of this Section.

2. Consequences of a Job Applicant’s Refusal to Undergo Drug and Alcohol Testing

Any job applicant who refuses to undergo drug and alcohol testing pursuant to the Job Applicant Testing provision of this policy shall not be employed.

E. Reliability and Fairness Safeguards

1. Pretest Notice

Before requesting or requiring a job applicant to undergo drug or alcohol testing, the District shall provide the job applicant with a Pretest Notice on which to acknowledge that the job applicant has received or would prefer to access an electronic copy of the District’s drug and alcohol testing policy.

2. Notice of Test Results and Right to Test Result Report

Within three (3) working days after receipt of a test result report from the testing laboratory, the District shall inform a job applicant, in writing, of a negative test result on an initial screening test or of a negative or positive

test result on a confirmatory test. The District shall also inform a job applicant, in writing, of his or her right to request and receive a copy of the test result report on any drug or alcohol test from the District.

3. Notice of and Right to Explain Positive Test Result

- a. If the District informs a job applicant of a positive test result on a confirmatory test, at the same time, the District shall provide him or her with written notice of the right to explain the results and to submit additional information.
- b. The District may request that the job applicant indicate any over-the-counter or prescription medication that the individual is currently taking or has recently taken and any other information relevant to the reliability of, or explanation for, a positive test result.
- c. Within three (3) working days after notice of a positive test result on a confirmatory test, a job applicant may submit information (in addition to any information already submitted) to the District to explain that result.

4. Notice of and Right to Request Confirmatory Retests

- a. If the District informs a job applicant of a positive test result on a confirmatory test, at the same time, the District shall provide him or her with written notice of the right to request a confirmatory retest of the original sample at his or her expense.
- b. A job applicant may request a confirmatory retest of the original sample at his or her own expense after notice of a positive test result on a confirmatory test. Within five (5) working days after notice of the confirmatory test result, the job applicant shall notify the District in writing of his or her intention to obtain a confirmatory retest. Within three (3) working days after receipt of the notice, the District shall notify the original testing laboratory that the job applicant has requested the laboratory to conduct the confirmatory retest or to transfer the sample to another laboratory licensed under Minn. Stat. § 181.953, Subd. 1 to conduct the confirmatory retest. The original testing laboratory shall ensure that appropriate chain-of-custody procedures are followed during transfer of the sample to the other laboratory. The confirmatory retest must use the same drug or alcohol threshold detection levels as used in the original confirmatory test. If the confirmatory retest does not confirm the original positive test result, no adverse action based on the original confirmatory test may be taken against the

job applicant.

F. Privacy, Confidentiality and Privilege Safeguards

1. Privacy Limitations

A laboratory may only disclose to the District test result data regarding the presence or absence of drugs, alcohol or their metabolites in a sample tested.

2. Confidentiality Limitations

Test result reports and other information acquired in the drug or alcohol testing process are private data on individuals as that phrase is defined in Minn. Stat. Ch. 13, and may not be disclosed by the District or laboratory to another employer or to a third-party individual, governmental agency, or private organization without the written consent of the employee or job applicant tested.

3. Exceptions to Privacy and Confidentiality Disclosure Limitations

Notwithstanding Paragraphs 1 and 2, evidence of a positive test result on a confirmatory test may be: (1) used in an arbitration proceeding pursuant to a collective bargaining agreement, an administrative hearing under Minn. Stat. Ch. 43A or other applicable state or local law, or a judicial proceeding, provided that information is relevant to the hearing or proceeding; (2) disclosed to any federal agency or other unit of the United States government as required under federal law, regulation or order, or in accordance with compliance requirements of a federal government contract.

4. Privilege

Positive test results from the District drug or alcohol testing program may not be used as evidence in a criminal action against the job applicant tested.

**IV. POSTING**

The District shall post notice in an appropriate and conspicuous location on its premises that it has adopted a drug and alcohol testing policy and that copies of the policy are available for inspection during regular business hours by job applicants in its human resources department or other suitable locations. Inclusion of this policy on the District's website shall satisfy this posting requirement.

***Legal References:*** Minn. Stat. §§ 181.950-181.957 (Drug and Alcohol Testing in the Workplace)  
Minn. Stat. Chapter 13 (Minnesota Government Data Practices Act)  
Minn. Stat. Chapter 43A

***Cross Reference:*** Drug-Free Workplace/Drug-Free Schools Policy

May 2014  
vol 11 ♦ no 8

## Stillwater Area Public Schools Removing Barriers to Better Meet the Needs of Students

**May 2, 2014**

**Board of Directors Meeting, 7:00 a.m.,**  
3rd Floor Cafeteria  
TIES Building,  
St. Paul

**May 16, 2014**

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

**May 30, 2014**

**Board of Directors Meeting, 7:00 a.m.,**  
3rd Floor Cafeteria  
TIES Building,  
St. Paul

**June 10, 2014**

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

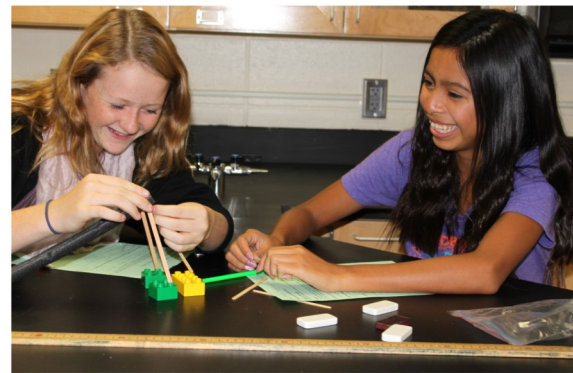
Not every child learns at the same pace or needs the same thing at the same time as their peers. That's why Stillwater Area Public Schools is looking beyond classrooms, grade levels and traditional systems to provide unique learning pathways tailored to each student's needs.

As part of the district's new strategic plan, called Bridge to Excellence, students have opportunities to learn at their own pace, rather than be held back by traditional schedules. Teachers are differentiating lessons in the classroom, and when appropriate, highly-motivated learners have options to physically travel to junior highs or the high school to participate in higher level courses. Currently 52 ninth graders are dividing their school days between the junior highs and high school in order to access higher-level courses, and even some fifth and sixth grade students are also spending time at the junior high level to access more advanced curriculum.

Things are also changing within the schedule to accommodate the needs of students. A 10<sup>th</sup> Grade Academy is forming at the high school to provide a personalized schedule for students who need additional math or reading support, without having to miss out on electives and other core classes. A similar flexible schedule, which resembles a college experience with a combination of large group lecture and small group or independent study sessions, is being expanded for students taking Advanced Placement courses and other rigorous classes.

At the junior highs, the LEaP (Life, Earth and Physical) science course allows students to take three years of required science in just two years, freeing up their schedule for more advanced science courses in high school. Over the next five years district leaders expect motivated junior high students will be able to complete requirements in core subjects like science, math, language arts and social studies in a condensed timeframe – leaving more time in their high school years to pursue electives or earn college credit. Students with demonstrated knowledge in an area, such as algebra or geometry, will also have the opportunity to test out of a course to accelerate to higher-level subject

*Continued on page 2*



### AMSD's Mission

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



Association of  
Metropolitan School Districts

### From the Chair

With the 2014 legislative session quickly winding down, I want to thank AMSD board members for their advocacy efforts during the session and encourage you to hang in there and make a few more phone calls or send a few more emails supporting the priorities adopted by the AMSD Board: <http://www.amsd.org/wp-content/uploads/2014/02/Legislative-Priorities-2014.pdf>. As the research article in this month's newsletter shows, the rising special education cross-subsidy continues to pressure school districts budgets. The one percent formula increase proposed by the House would provide welcome relief and help schools provide the programs and opportunities our students need to succeed. The Governor and Legislators deserve our thanks and praise for their work last session and now they have an opportunity to build on that momentum by adopting a supplemental budget that makes critical investments in our students, our schools and our future!

*Holly Parker, school board member from Eden Prairie Public Schools, is chair of AMSD.*

## Stillwater Area Schools Working to Personalize Learning

*Continued from page 1*

matter. Similar opportunities are also being designed for fifth and sixth grade students to access content at the junior high level.

All of these unique opportunities - centered on individual learning pathways, accelerated learning options, college and career readiness and academic interventions – will not only change how learning opportunities are offered to students, but also challenge past ideas of how educators can best meet the needs of all students.

Another way Stillwater Area Public Schools’ teachers are working to personalize learning is through innovative teaching practices such as Flipped Math. Many fifth and sixth grade classrooms across the district are dedicating class time to “practicing” math skills, while “lessons” from the teacher are recorded and available for students and families to watch as homework. This allows students (and even mom and dad) to watch the lesson as many times as needed to help them understand the concepts. Following the video, students take a quick online assessment that provides the teacher with a snapshot of how well each student understands the lesson. Then the teacher can create more personalized enrichment activities for students to complete the next day in class, while freeing up his or her time to work more closely with students who are struggling.



Equally important is to provide interventions for students who may be struggling in school – whether for academic reasons or as a result of social, emotional or physical challenges. Stillwater is one of the first districts in the country to adopt a Comprehensive System of Learning Supports. District staff is focused on identifying and addressing barriers to learning and re-engaging disconnected students. Student advocates, counselors, social workers and psychologists work closely with teachers and administrators to build positive connections with students and their families, and connect them with community resources to support children.

Stillwater Area Public Schools is focused on meeting the unique needs of every student by fueling their curiosity and engaging them in learning. Educators refer to this as differentiation. But to students it really just means having teachers who know them, care about them, and are motivated to help them learn.

Learn more about Stillwater Area Public Schools at [www.stillwaterschools.org](http://www.stillwaterschools.org).

*This month’s member spotlight was written by Carissa Keister, APR, Community Engagement Coordinator, Stillwater Area Public Schools.*

## AMSD Receives MinnSPRA President’s Service Award



Executive Director Scott Croonquist and the AMSD staff were awarded the Minnesota School Public Relations Association (MinnSPRA) President’s Service Award at the MinnSPRA Spring Conference this past April. The award is selected by the MinnSPRA Board of Directors to recognize valued MinnSPRA partners and their service to education. MinnSPRA had the following to say about AMSD:

“Scott and AMSD are a valued partner to MinnSPRA. Scott and his team, Alice Seuffert and Sara O’Rourke, not only give their time and expertise to MinnSPRA, they model the kind of communication we strive for in our districts.”

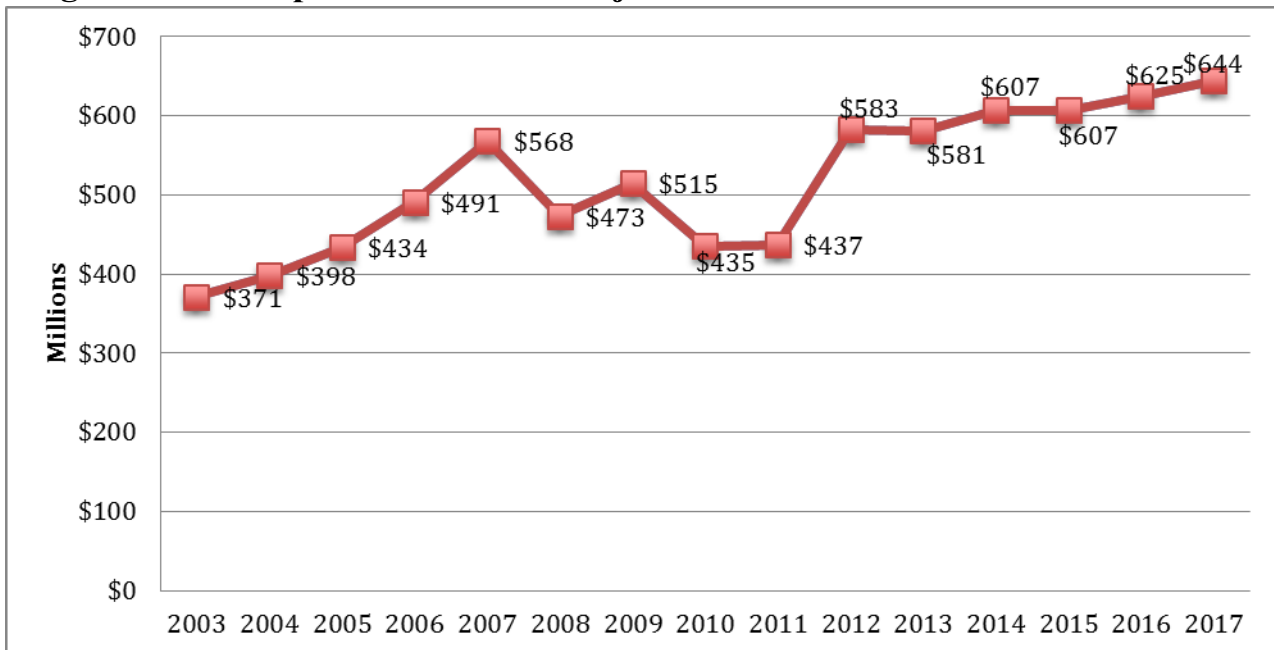
In the photo at left, AMSD Executive Director Scott Croonquist receives the Award from Barb Brown, the past president of the MinnSPRA Board of Directors. AMSD thanks MinnSPRA for this prestigious recognition.

# Special Education Cross-Subsidy Continues to Grow

The special education cross-subsidy report for FY 2012 was recently released by the Minnesota Department of Education. The cross-subsidy report is mandated by the Legislature and shows how much special education expenditures exceed state and federal special education revenues for school districts across the state. The FY 2012 report shows the cross-subsidy rising dramatically-- from \$437 million in 2011 to \$583 million in FY 2012. For AMSD member school districts, the cross subsidy was \$373 million, or \$743 per pupil, in FY 2012. In other words, AMSD member districts had to divert \$743 per pupil in funds meant for regular classroom instruction toward state mandated special education programs in 2012.

Figure 1 shows the increase of the state special education adjusted net cross-subsidy over time. As the graph shows, the cross-subsidy rose steeply from 2003-2007. In 2007, the Legislature approved a significant increase in special education funding causing the cross-subsidy to drop sharply in 2008. Federal stimulus funding helped stabilize the cross-subsidy for 2010 and 2011, but it has continued to climb since then.

**Figure 1: State Special Education Adjusted Net Cross-Subsidies FY 2003-2017**



Source: Minnesota Department of Education FY 2012 Special Education Cross-Subsidy Report to the Legislature (March 2014)

While the cross-subsidy shows the extent to which state and federal special education funding is falling short of expenditures, the state gap shows how far state special education appropriations are falling short of the funds needed to cover the state regular special education formula. The State appropriates a fixed amount to cover these costs. When the state appropriation is insufficient, each school district receives a prorated amount of its anticipated revenue. The fiscal year 2012-13 data shows that the gap between the formula and the capped appropriation for AMSD districts is \$174 million. School districts are forced to cover this gap with general education revenue. Figure 2 on page 4 shows both the special education gap and the total adjusted net cross-subsidy for AMSD member school districts.

*Continued on page 4*

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

# Special Education Funding Gap Pressures School District Budgets

Continued from page 3

**Figure 2: Special Education Gap and Total Adjusted Net Cross-Subsidy for AMSD Districts**

The 2013 E-12 Education Budget Bill included \$40 million to address the cross-subsidy effective in FY 2015, along with a policy change that makes the serving school district responsible for 10 percent of special education costs. Prior to this change, the resident school district was responsible for 100 percent of the costs.

While these changes were certainly positive developments, the latest cross-subsidy report shows that state policymakers have a long way to go to adequately fund our special education programs.

The FY 2012 Cross-Subsidy Report is available on the AMSD web page:

<http://www.amsd.org/wp-content/uploads/2012/03/Special-Education-Cross-Subsidies-Fiscal-Year-2012-2.pdf>

District		Total Gap Between Formula and Capped Appropriation	Total Adjusted Net Cross-Subsidy
1	Minneapolis	\$24,228,437.63	\$45,629,306
6	South St. Paul	\$1,769,950.26	\$2,624,449
11	Anoka-Hennepin	\$10,121,002.30	\$31,524,851
13	Columbia Heights	\$2,976,864.98	\$3,574,372
14	Fridley	\$552,512.43	\$2,795,219
16	Spring Lake Park	\$2,802,501.48	\$3,301,068
112	Eastern Carver County	\$2,464,935.88	\$5,972,832
191	Burnsville-Eagan-Savage	\$3,453,378.02	\$8,906,687
192	Farmington	\$3,795,667.49	\$5,314,681
194	Lakeville	\$4,397,660.92	\$9,887,572
196	Rosemount-Apple Valley-Eagan	\$5,861,630.22	\$22,128,570
197	West St. Paul-Mendota Heights-Eagan	\$1,830,905.76	\$3,875,267
199	Inver Grove Heights	\$2,606,334.36	\$3,290,729
270	Hopkins	\$3,675,117.53	\$6,466,462
271	Bloomington	\$4,079,092.55	\$9,153,014
272	Eden Prairie	\$4,441,270.07	\$7,940,800
273	Edina	\$2,684,737.29	\$6,478,300
276	Minnetonka	\$1,322,125.66	\$5,533,605
278	Orono	\$111,989.87	\$1,252,221
279	Osseo Area	\$13,700,049.27	\$22,103,199
280	Richfield	\$3,363,235.73	\$4,679,620
281	Robbinsdale Area	\$8,962,368.61	\$12,694,227
282	St. Anthony-New Brighton	\$355,608.13	\$832,677
283	St. Louis Park	\$2,065,273.93	\$3,533,849
284	Wayzata	\$5,173,897.81	\$8,660,829
286	Brooklyn Center	\$1,494,967.40	\$1,888,546
621	Mounds View	\$2,755,675.52	\$8,122,510
622	North St. Paul-Maplewood-Oakdale	\$5,404,735.24	\$8,960,884
623	Roseville	\$3,887,679.22	\$6,950,383
624	White Bear Lake	\$3,834,835.23	\$8,321,804
625	St. Paul	\$17,188,969.55	\$49,442,703
719	Prior Lake-Savage	\$3,029,089.03	\$5,250,553
720	Shakopee	\$3,348,944.34	\$6,064,372
728	Elk River	\$3,164,394.07	\$10,549,146
742	St. Cloud Area	\$2,547,424.67	\$8,477,278
832	Mahtomedi	\$628,798.75	\$2,103,694
833	South Washington County	\$6,731,163.39	\$11,358,410
834	Stillwater Area	\$3,530,272.72	\$7,014,369
<b>Total for AMSD Districts</b>		<b>\$174,343,497.31</b>	<b>\$372,659,058</b>
<b>Average for AMSD Districts</b>		<b>\$4,587,986.77</b>	<b>\$9,806,817</b>
<b>Median for AMSD Districts</b>		<b>\$3,356,090.04</b>	<b>\$6,714,342</b>

**Source: Minnesota Department of Education FY 2012 Special Education Cross-Subsidy Report to the Legislature (March 2014) and Minnesota Department of Education FY 12-13 Special Education Regular Aid Entitlement Reports. The adjusted net cross-subsidy is calculated by subtracting the adjusted general revenue for special education from the gross cross-subsidy. The special education gap is calculated by subtracting the net prorated aid entitlement (after tuition adjustments) from the special education initial aid.**

# School Board Planning Calendar January 2014 – December 2014

1 <sup>st</sup> Meeting of the Month	2 <sup>nd</sup> Meeting of the Month
<b>START TIME 6:30 PM</b>	
<p><b>JANUARY 9, 2014</b> <i>Organizational Meeting</i> Election of Board Officers Oath of Office Financial Report November</p>	<p><b>JANUARY 23, 2014</b> Financial Report December FY13 Audit Legislative Platform Uber Goal #2</p>
<p><b>FEBRUARY 13, 2014</b> ALC Plus Report DI Presentation Communication with Local Boards Hennepin County Graduation Update Superintendent Mid-Year Evaluation Procedure Teacher Eval Presentation What the Board Needs to Know about Children’s Health Grant Award</p>	<p><b>FEBRUARY 27, 2014</b> Financial Report January FY15 Budget Assumption FY14 Budget Revision Program Withdrawal Report Report on Uber Goal Staff Reduction ULA Resolution Changes for following Year</p>
<p><b>MARCH 13, 2014</b> SEC Playfield Update Teacher Evaluation</p>	<p><b>MARCH 27, 2014</b> Financial Report February FY14 Budget Reduction Realignment Proposal Program Reduction Resolution Proposed District 287 School Calendar 2014-2015 Reduction ULA for tenured staff (<i>provide names</i>) Strategic Plan Report</p>
<p><b>APRIL 10, 2014</b> <i>(Only one Board meeting this month!)</i> Local 284 Parameters - (Closed Session) Superintendent &amp; Board Evaluation Update</p>	
<p><b>MAY 8, 2014</b> Financial Report March Morris-Leatherman Survey Results Summary Status Report on Board Policy &amp; Procedure</p>	<p><b>MAY 22, 2014</b> Areas of Literacy Focus for 2013-2014 (Sherry/Mary) Financial Report April Non-Renewals/Layoffs Probationary Licensed, and Non-Licensed Staff Reduction ULA Resolution What The Board Needs To Know About District 287 Purchasing Efforts</p>
<p><b>JUNE 12, 2014</b> Read 180 &amp; Math 180 Results Superintendents Evaluation Update</p>	<p><b>JUNE 26, 2014</b> 2014-2015 Budget Approval Financial Report May Final ULA Resolution for Licensed Staff Presentation  <ul style="list-style-type: none"> <li>• Strategic Plan Final (Report &amp; DVD)</li> <li>• Written PLC Report</li> </ul> </p>

**INFORMATIONAL ITEMS TO REMEMBER:**

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

Community use of Facilities Bucket

## School Board Planning Calendar January 2014 – December 2014

<b>1<sup>st</sup> Meeting of the Month</b>	<b>2<sup>nd</sup> Meeting of the Month</b>
<b>AUGUST 21, 2014</b> Approval of Cash Flow Borrowing Resolution District Operations Financial Report July Superintendent Goals	
<b>SEPTEMBER 11, 2014</b> Hennepin County Gateway to College Report What Board Members Should Know About Our 2013-2014 Back to School Start-Up	<b>SEPTEMBER 25, 2014</b> Financial Report August
<b>OCTOBER 9, 2014</b> Collaborative Curriculum Care & Treatment, Prairie Care w/ Todd Archbold, Chief Development Officer	<b>OCTOBER 23, 2014</b> Financial Report September What the Board Should Know about Crisis Planning Guidelines for Safety and District Resources
<b>NOVEMBER 13, 2014</b> <i>(Only one Board meeting this month!)</i>  <b>Update on Hennepin County Superintendent/Commissioner Meeting</b> Attracting & Retaining a High Performing Workforce Facilities Management Update Food Service Recommendations OPEB Reporting & Funding What the Board Should Know About Restrictive Procedures What the Board Should Know About the MDE & Hennepin County Task Force	
<b>DECEMBER 11, 2014</b> <i>(Only one Board meeting this month!)</i>  Financial Report October Prior Year Audit Review	

**INFORMATIONAL ITEMS TO REMEMBER:**

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

Community use of Facilities Bucket

**INTERMEDIATE DISTRICT 287**  
**May 8, 2014**  
**SCHOOL BOARD CALENDAR**

May 2014

08	Thursday	General Board Meeting	6:30PM	Board Rm
08	Thursday	District 287 Retirement Celebration	4:30PM	Room 318
22	Thursday	Hennepin Technical College High School Spring Award Ceremony	10:10AM & 12:20PM	TBN
22	Thursday	General Board Meeting	6:30PM	Board Rm

June 2014

02	Monday	Sun Transition/PHASE/Intersect Graduation	12:00PM & 1:30PM	SEC
03	Tuesday	West Education Center Graduation	4:00PM	WEC
04	Wednesday	FOCUS South Graduation	9:00AM	SEC
04	Wednesday	VECTOR/InVest Graduation	12:00PM	SEC
04	Wednesday	South Education Center Alternative Graduation	6:00PM	SEC
05	Thursday	Northwest Tech Center High School Graduation	9:00AM	NWTC
05	Thursday	VECTOR North Graduation	1:00PM	HTC
05	Thursday	North Education Center Graduation	1:00PM	NEC
05	Thursday	North Education Center Alternative Graduation	6:00PM	NEC
06	Friday	Transition EEC Graduation	10:00AM	TBN
06	Friday	Epsilon Graduation	TBN	TBN
06	Friday	Explore EEC Graduation (8 <sup>th</sup> Grade Recognition)	1:00PM	TBN
12	Thursday	General Board Meeting	6:30PM	Board Rm
26	Thursday	General Board Meeting	6:30PM	Board Rm

◆ General Board Meeting – Date Change

◆ New Event