

# **Intermediate District 287**

Responsive. Innovative. Solutions.



**Intermediate District 287**

**Regular Meeting**

**Thursday, February 26, 2015 6:30 PM**

# Intermediate District 287

## RESPONSIVE. INNOVATIVE. SOLUTIONS

### GENERAL MEETING OF THE BOARD

Thursday, February 26, 2015

6:30 PM @ District Service Center Board Room

#### AGENDA

	<u>Page #</u>
1. CALL TO ORDER (Action)	
2. APPROVAL OF GENERAL MEETING AGENDA (Action)	
3. OPEN FORUM (Information)	
4. APPROVAL OF CONSENT AGENDA (Action)	
4. 1. General Board Meeting Minutes from February 12, 2015	4
4. 2. Routine Human Resource Activities for February 26, 2015	6
5. SHARE THE SUCCESS & RECOGNITION (Information)	
5. 1. Employee Recognition – The February 2015 “Above & Beyond” Employee Demetrius Parrett, Educational Assistant, will be announced to the Board as the February “Above & Beyond” winner.	
5. 2. Employee & Student Recognition – J-Quiz Regional Japanese Language Skills Competition Chad Maxa, Executive Director of Technology & Innovation and Jon Voss, Director of Teaching & Learning will share the success of Naomi Satoh and Sanae Tomita, District 287 Japanese teachers, whose Edina and Shakopee students placed very high in the J-Quiz competition.	
6. SUPERINTENDENT'S REPORT - (25 minutes) (Information)	
6. 1. Operation Leaders will share mid-year progress on their results. Starting in 2014-15, the Administrative Services Departments that were under the Executive Director of Administrative Services were renamed the Operations Departments. The Operations Departments sharing their results are Facilities, Finance, Food Service, Human Resources/Transportation, Information Technology, and Student Information Services.	
7. INSTRUCTIONAL REPORT - (45 minutes)	
7. 1. Gateway to College Academy Presentation (Information) Elisabeth Lodge Rogers, Executive Director of Student Services & Educational Programs will introduce Anne Runck, Program Facilitator and Rose Hobson, Principal who will provide an update on the Gateway to College Academy.	
7. 2. What the Board Should Know about the World’s Best Workforce (WBWF) Report (Action)	10
Jenny Nelson, Assistant Director of Planning & Improvement, and Donna Moe, Assistant director of REA, will present a summary of this report & the Board will be asked to approve it.	
7. 3. What the Board Needs to Know About Early Learning Center National Accreditation (Information)	18
Elisabeth Lodge Rogers, Executive Director of Student Services & Educational Programs will provide an update on status of the National Accreditation process for our ELCs.	
8. BUSINESS SERVICES & LABOR RELATIONS REPORT - (40 minutes)	
8. 1. Financial Report	
8. 1. 1. Approval of Routine Monthly Finance Report (Action)	19
Mae Hawkins, Executive Director of Business Services will provide an overview of the January 2015 monthly finance report and the Board will be asked to approve	

them.		
8. 1. 2. FY15 Budget Revision	<b>(Action)</b>	30
Mae Hawkins, Executive Director of Business Services will present the FY15 Budget Revision and the Board will be asked to approve it.		
8. 1. 3. Program Withdrawal Report	<b>(Information)</b>	
Mae Hawkins, Executive Director of Business Services will present information on member district withdrawal of program and/or services for the 2015-16 school year.		
8. 1. 4. FY16 Budget Assumptions	<b>(Action)</b>	33
Mae Hawkins, Executive Director of Business Services will present the FY16 Budget Assumptions and the Board will be asked to approve them.		
8. 2. Facilities Report - None		
8. 3. Human Resource Report	<b>(Information)</b>	
8. 3. 1. Staff Reduction ULA Resolution Changes for Following Year	<b>(Action)</b>	36
Michelle Axell, Assistant Director of Human Resources, will present a Resolution asking the Board to direct administration to make recommendations for any necessary reductions in programs and positions.		
<b>9. SUPERINTENDENT OF THE YEAR VIDEO - (10 minutes)</b>	<b>(Information)</b>	
9. 1. Superintendent of the Year Video		
The Superintendent will be receiving her award for Minnesota's Superintendent of the Year. If possible, a very short video of the event will be shared with the school board.		
<b>10. BOARD BUSINESS - (10 minutes)</b>	<b>(Information)</b>	
10. 1. Policy Review & Revision - None		
10. 2. Board Reports		
10. 2. 1. Chair Report		
10. 2. 2. AMSD Report (Ann Bremer)		
10. 2. 2. 1. February 2015 AMSD Newsletter		38
10. 3. District News		
10. 3. 1. School Board Planning Calendar		42
10. 3. 2. February 26, 2015 Board Event Calendar		44
10. 3. 3. 2014-2015 Get on the Bus & Local 2209/Board Breakfast Schedule		46
10. 4. Once Around the Table		
<b>11. ADJOURNMENT</b>		

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

**1. CALL TO ORDER**

Chair Ann Bremer called the regular meeting to order at 6:33 PM in the District Service Center Board Room. A quorum was declared with the following members in attendance:

286	Brooklyn Center	Jeffrey Palm
273	Edina	Regina Neville
270	Hopkins	Laura Ronbeck
278	Orono	Michèle Kunz
280	Richfield	Nancy Rowley
281	Robbinsdale	Sherry Tyrrell
284	Wayzata	Carter Peterson
277	Westonka	Ann Bremer

Absent: 272//Bomben, 270/Filla, 279/Henke, and 283/Gores

Guests:

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

287 Staff Members: Greg Krohn

**2. APPROVAL OF GENERAL MEETING AGENDA**

The general meeting agenda was presented for approval. *Motion by Ann Bremer, seconded by Michèle Kunz, 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 January 22, 2015, Technology & Communication Policy Bucket, and Hennepin County – Minnesota Amateur Sports Commission Fitness Equipment. *Motion by Ann Bremer, seconded by Sherry Tyrrell, to approve the Consent Agenda as presented. Motion by Carter Peterson, seconded by Sherry Tyrrell, to take the Technology & Communication Policy Bucket out of the Consent agenda for discussion. Motion carried. Motion by Carter Peterson, seconded by Sherry Tyrrell, to rescind the motions to take the Technology & Communication Policy Bucket out of the Consent agenda for discussion. All in favor. Motion carried unanimously.* Board voted on the original motion, *Motion by Ann Bremer, seconded by Sherry Tyrrell, to approve the Consent Agenda as presented. Motion carried.*

**5. SHARE THE SUCCESS & RECOGNITIONS**

Superintendent Lewandowski thanked the South Education Center (SEC) PHASE students for the valentines, poem, and banner they created for the Board in honor of School Board Recognition Week. Sandy presented the Board with a Certificate of Appreciation and read a Proclamation in their honor. Board members expressed their appreciation for the instructor Sandy Shetka and South Education Center (SEC) PHASE students.

**6. SUPERINTENDENT’S REPORT**

Superintendent Lewandowski presented to the Board an overview on the mid-year progress toward her annual goals and four documents were shared with the Board describing the status of this work. Colleen Baumtrog, Executive Director of Planning & Improvement, presented a summary document titled “What the Board Needs to Know About School Improvement Planning” and Tina Houck, Director of Mental Health & Partnerships, presented a document titled “What the Board Needs to Know About Regional Re-Engagement Work”. Sandy presented two documents namely, “What the Board Needs to Know About the Data Portability Project” and “What the Board Needs to Know About A Better Way”.

Sandy briefly updated the Board on the status of Area Learning Center (ALC) legislation.

Sandy presented to the Board and recommended approval on the new administrative organizational chart for FY16. The cost-neutral restructuring plan has several changes designed to continue the focus on instruction, collaborative curriculum, student success and insure that 287 students are college and/or career ready when they graduate. It eliminates an executive director position, promotes two current administrators, and upgrades our communications and public relations position. The plan calls for the posting of a Director of Communications and Public Relations position and two principal positions. *Motion by Ann Bremer, seconded by Carter Peterson, to approve the 2015-2016 Organizational Chart Revision as presented. All in favor. Motion carried unanimously.*

**7. INSTRUCTIONAL REPORT - None**

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

**Financial Report**

Ms. Mae Hawkins, Director of Finance Services, presented to the Board an overview on changes that came out of the 2014 Legislative session related to the Alternative Learning Center tuition billing process. The changes have reduced Intermediate School Districts' regular education tuition billing options and made regular education tuition billing more complex.

Mae presented to the Board and recommended approval of the Fiscal Host District Agreements with Member Districts. *Motion by Ann Bremer, seconded by Laura Ronbeck, to approve the Fiscal Host District Agreements with Member Districts as presented. All in favor. Motion carried unanimously.*

**Facilities Report – None**

**Human Resources Report – None**

**9. BOARD BUSINESS**

**Policy Review & Revision – None**

**Chair Report**

**AMSD Report**

**Once Around the Table**

**10. ADJOURNMENT**

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

The next general meeting will be held on February 26, 2015, at 6:30 PM in the DSC Board Room.

Submitted by  
Wauneen Mgeni  
Secretary to the Board

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

Clerk \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

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

**LICENSED STAFF**

**1. New Hires:**

**A. Regular**

- KIM AUSTIN, Audiologist for Itinerant Services-District Service Center, **additional position due to increased enrollment**, effective February 9, 2015 – Step 11 Lane 5 MA – 0.5 FTE.

**B. Reinstatement of Licensure Waivers**

- 

**C. Temporary**

- JON FILLA, English Instructor at West Education Center, effective January 26, 2015 through June 8, 2015.
- KRISTEN TREUTING, Health Educator at Edgewood Education Center, effective January 26, 2015 through June 5, 2015.
- GEORGEANN WOBSCHELL, Instructor at Edgewood Education Center, effective January 26, 2015 through February 13, 2015 for Homebound Instruction.
- GEORGEANN WOBSCHELL, Instructor at Edgewood Education Center, effective January 26, 2015 through June 6, 2015 to cover teachers with special duties.
- JEFFREY DAVISON, Instructor at Edgewood Education Center, effective January 26, 2015 through June 6, 2015 for Homebound Instruction.
- JANE HOLMBERG, for planning and facilitating administrator workshops, extend current Temporary Hire through June 30, 2015.

**2. Extended Leaves of Absence:**

**A. Unpaid**

- AMANDA DITTBENNER, Autism Instructor at North Education Center, .2 FTE effective for the 2015-2016 school year.
- JESSICA LARSON, School Counselor at Epsilon and Headway, .2 FTE effective for the 2015-2016 school year.

**3. Separations:**

**A. Dismissal**

- 

**B. Resignation**

- COLLEEN BAUMTROG, Executive Director of Planning and Improvement, effective June 30, 2015.

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

- MICHAEL ANDERSON, Social Studies Instructor at Gateway, effective June 30, 2015.
- JANE FREEMAN, School Social Worker at Northwest Tech Center/Itinerant Services, effective June 8, 2015.
- ROSE HOBSON, Principal of Career & Tech, effective June 30, 2015.
- JANET MAYER, Speech Language Pathologist for Itinerant Services, effective June 8, 2015.
- GAIL MORRIS, Instructor of the Visually Impaired for Itinerant Services, effective June 8, 2015.
- DONALD PIETRICK, Autism Instructor at Edgewood Education Center, effective June 30, 2015.

**NON-LICENSED STAFF:**

**1. New Hires:**

**A. Regular**

- BENNIE RANDLE, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective January 8, 2015 – Step 5 Lane 3 30+ credits – .875 FTE.
- BARBARA FISCHBACH, Education Assistant at Edgewood Education Center, **replacement for D. Kubiak**, effective January 8, 2015 – Step 6 Lane 1 – .875 FTE.
- BRADLEY HUELSNITZ, Education Assistant at North Education Center, **additional position due to increased enrollment**, effective December 19, 2014 – Step 5 Lane 4 90+ credits – .875 FTE.
- JESSICA KRINGSTAD, Education Assistant at South Education Center, **additional position due to increased enrollment**, effective January 26, 2015 – Step 3 Lane 5 BA – .875 FTE.
- MONICA ESTRADA, Clerical V at West Education Center, **replacement for R. Wilson**, effective January 26, 2015 – Step 3 Grade 5 – 1.0 FTE 12 month.
- JILL BRADLEY, Education Assistant for Northern Star Online, **additional position due to increased enrollment**, effective January 26, 2015 – Step 3 Lane 5 BA – 1.0 FTE.
- JULIAN GUNNELS, Education Assistant at Edgewood Education Center, **replacement for K. Causton**, effective January 23, 2015 – Step 3 Lane 5 BA – .875 FTE.
- DANIEL EGAN, Education Assistant at South Education Center, **additional position due to increased enrollment**, effective February 9, 2015 – Step 5 Lane 4 90+credits – .875 FTE.

- LYNN EALY, Education Assistant at South Education Center, **additional position due to increased enrollment**, effective February 9, 2015 – Step 9 Lane 4 90+credits – .875 FTE.

**B. Temporary**

- SUSAN CLIFFORD, Education Assistant at South Education Center, effective February 2, 2015 through June 5, 2015.
- SUSAN BURTON, Education Assistant at South Education Center, effective February 2, 2015 through June 5, 2015.
- ANDREA LIPOVETZ, Education Assistant at South Education Center, effective February 9, 2015 through June 5, 2015.
- MAUREEN MASON, Education Assistant at Northwest Tech Center, effective February 6, 2015 through June 9, 2015.
- ALECIA SALO, Education Assistant at South Education Center, effective February 2, 2015 through February 20, 2015.
- AMY NYLANDER, Regional Director at District 287 Destination Imagination, effective December 1, 2014 through February 27, 2015.

**C. Substitutes**

- Georgia Miller-Kamara

**2. Extended Leaves of Absence:**

**A. Unpaid**

- LINDA HOLMBERG, Education Assistant at North Education Center (NECA), .125 FTE effective for the 2015-2016 school year.
- KRISTEN ROCCHIO, Education Assistant at North Education Center, .875 FTE effective for the 2015-2016 school year.

**3. Separations:**

**A. Dismissal**

- 

**B. Resignation**

- UKEE DOZIER, Education Assistant at West Education Center, effective February 6, 2015.
- BENJAMIN DREWELow, Education Assistant at North Education Center, to accept a 1.0 FTE teaching position effective February 2, 2015.
- JAMES DMOHOSKI, Education Assistant at North Education Center, effective January 15, 2015.
- RICHAEAL COOPER, Education Assistant at North Education Center, effective February 28, 2015.

- LINDA REES, Public Relations Liaison at the District Service Center, effective May 29, 2015.

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

- REBECCA SCHMIEG, Clerical at the District Service Center, effective May 15, 2015.
- SUSAN STWORA, Clerical at the District Service Center, effective April 9, 2015.

**D. Other**

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

Regular Meeting – February 24, 2015

**AGENDA SECTION:** BOARD BUSINESS

**ITEM:** Intermediate District 287: World's Best Workforce Plan

**PRESENTED BY:** Jenny Nelson & Donna Moe

**1. Background Information**

Intermediate District 287 supports the importance of creating educational opportunities for all Minnesota youth to enter the workforce as highly qualified individuals. A large part of this plan recognizes the intermediate district role to assist our member districts to achieve their *World's Best Workforce* (WBWF) plans.

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

**3. RECOMMENDED ACTION: The Board approves the Intermediate District 287: World's Best Workforce Plan as presented.**

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

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

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

# Intermediate District 287

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## INTER-OFFICE MEMORANDUM

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Date: February 26, 2015

To: Sandra Lewandowski, Superintendent

From: Colleen Baumtrog, Executive Director of Planning & Improvement  
Jennifer Nelson, Assistant Director of Planning & Improvement  
Donna Moe, Assistant Director of Research, Evaluation & Assessment

**Re: What the Board Should Know About 287's World's Best Workforce: FY14 Results & FY15 Plan**

The purpose of the *World's Best Workforce* (WBWF) is to ensure every school district in the State is making gains in increasing student performance so that they graduate and are ready to succeed in college or a career. District 287 supports the importance of creating educational opportunities for youth to enter post-secondary pursuits and/or the workforce as highly qualified individuals. A large part of 287's plan recognizes the intermediate's role is to assist our member districts to achieve their *World's Best Workforce* plans (School Board Policy CI120).

At District 287 student progress toward WBWF goals is measured at several levels including; state testing, standardized assessments measured through the professional learning communities (PLCs), and through Individual Educational Plans (IEPs for special education students and Continuous Learning Plans (CLPs) for Area Learning Center students.

A brief summary of 287's efforts to meet the five WBWF components that support students to be on track to succeed after they graduate is provided below. The summary includes both what 287 accomplished in FY14 as well as what we are working on this year.

1. Close identified achievement gaps.

FY14--Our work to close the achievement gaps centered on professional learning communities and educational round completed at each site by SIT.

FY15--We will continue the initiatives from FY14 and will expand them to include results that focus on Innovative Instruction, Student Supports, and Collaborative Curricula. "A Better Way" training will be implemented and a new strategic plan will be developed that will emphasize student achievement in a way that provides student data disaggregated by race, gender, etc. A new school improvement model will be developed as well.

2. Prepare all students for kindergarten.

FY14--Member Districts administer kindergarten readiness assessments and provide kindergarten readiness preparation. 287's Early Learning Centers began the process of becoming nationally accredited.

FY15--In addition to the work the member districts do to prepare their students for kindergarten, 287 will continue the national accreditation process for its Early Learning Centers.

3. Assure all students achieve grade-level literacy.

FY14--All professional learning community goals had a literacy focus. Initiatives such as Read Well By Grade 3 and interventions such as READ 180 were used to support those goals.

FY15--All site/program Professional Learning Community goals will have a literacy focus. An emphasis on writing across the curriculum will be introduced this year and all individual team goals will support the site/program goal. The work of the PLC's will be supported by professional learning sessions on literacy and the addition of reading strategies to digital curriculum and courses.

4. Assure all students attain career and college readiness before graduation from high school.

FY14--Through our PLC focus, professional development, use of personal learning plans, availability of expanded college coursework, college preparation through AVID and college school models, such as Gateway to College, students advanced towards becoming college and career ready. The W-ALT blended learning program opened to serve students with a new flexible approach to digital curriculum and a results, rather than seat-time learning experience.

FY15--Programs will work towards achieving our District's three Performance Results; innovative instruction, collaborative curriculum and student success. Opportunities for career and college readiness will be expanded through college preparatory course offerings and enrollment in college coursework.

5. Achieve the vision that all students will graduate from high school.

FY14--Site/program PLC goals were attained and progress toward achieving PLC goals was made by all sites/programs. Regional efforts were made to increase graduation rates in Hennepin County. Internally, a Peer Coaching Model was developed for licensed staff to offer guidance to other licensed staff in order to improve student achievement.

FY15--Drop out intervention services will be provided to 287 and member district students through the Diploma On! program and Social Emotional Learning protocols will be implemented throughout the District. Additionally, the District's Peer Coaching Model will be implemented for all tenured licensed staff and new requirements will be added to the teacher evaluation including student engagement and student achievement.

# Intermediate District 287

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## World's Best Workforce Plan

Intermediate District 287 supports the importance of creating educational opportunities for all Minnesota youth to enter the workforce as highly qualified individuals. The following outlines our District's plan and commitment to educate the *World's Best Workforce* (Minnesota Statutes 2013, section 120B.11). A large part of this plan recognizes the intermediate district role to assist our member districts to achieve their *World's Best Workforce* (WBWF) plans.

### Performance Measures

The mission of the intermediate district is to be an extension of K-12 member school districts so that those districts can meet the unique learning needs of their students. We provide support directly to students from our member districts in several specialty areas including special education, Area Learning Center programs for at-risk youth, gifted education, online learning, world languages and career and technical education and certification programs. Students are enrolled in our programs as part of their home district's plan to provide individualized and personalized instruction that will:

- close identified achievement gaps,
- prepare all students for kindergarten,
- assure all students achieve grade-level literacy,
- assure all students attain career and college readiness before graduation from high school, and
- achieve the vision that all students will graduate from high school.

School Board Policy CI 120, "System Accountability," further the special relationship that Intermediate District 287 has with its member districts. The policy states:

The Board recognizes that the District is an extension of its member districts and not a separately accountable system to the public and state for purposes of measuring and reporting student achievement in the same way that independent districts are accountable. Nevertheless, the Board is committed to providing high quality and effective instruction and fulfilling the goals of the District's educational program. In that spirit, the District maintains a system to continuously review and improve instruction, curriculum and assessment that includes substantial input from member districts, staff, students, and parents or guardians.

At Intermediate District 287, student progress toward *World's Best Workforce* (WBWF) goals is measured at several levels.

1. Students do participate in required state testing, but because of the uniqueness of our enrolled population these measurements cannot always be extrapolated to provide valid instructional feedback about the program or school.
2. Student progress at the program or school level is better monitored within Professional Learning Communities (PLC) that use standardized assessments to provide valid instructional feedback. This progress is reported annually to the school board.
3. Student progress at the individual level is monitored through the system of: Individual Education Plans (IEPs) in special education and Continuous Learning Plans (CLPs) in the Area Learning Center (ALC).

For students not enrolled full-time in District 287 programs, such as Career-Tech, Northern Star Online, or World Language courses, individual progress and grades are reported to the home district.

### **District Plan, Components, and Activities**

**1. Clearly-defined, locally-developed student achievement goals and benchmarks.**

We report annually on program-level PLC goals that are related to site and district goals. In addition, as an extension of our member districts, the intermediate district provides programs and services for specific sub-groups as identified and referred by the members. Therefore, the student performance data is best understood and analyzed in context of the member district population. We provide sub-population performance data to the member districts for inclusion in their reporting.

**2. Process to evaluate each student’s progress toward meeting the state and local academic standards.**

Student progress at the individual level is monitored through the system of IEPs in special education and CLPs in the Area Learning Center. State standards and local academic standards are embedded in coursework on the district’s electronic Curriculum Hub.

**3. A system to review and evaluate the effectiveness of instruction and curriculum**

The district adheres to the state evaluation requirements for teachers and principals and uses this information to create professional growth plans that directly relate to student achievement. Furthermore, the District maintains a flexible and responsive system of curriculum review and improvement by continually seeking input from its stakeholders. Conditions of satisfaction of each member district are assessed individually and identified needs will be met with solutions that promote consistent quality and value. The District uses an annual measurement tool, customized for each district’s conditions of satisfaction that includes accountability metrics in special education, teaching and learning, and finances. The District then carefully considers responses and makes necessary changes in collaboration with each member district.

**4. Specific information on strategies for improving instruction, curriculum and student achievement**

Strategies are identified through PLC research and are implemented using the expertise of professional staff who are highly trained to work with our unique population. These staff also provide training and guidance to our member districts on proven effective strategies to enhance learning for identified subgroup populations and unique learners within the subgroups.

**5. Practices that integrate high-quality instruction, rigorous curriculum, instructional technology, and a collaborative professional culture that supports teacher quality, performance and effectiveness**

The district operates systems of (1) curriculum and professional groups that continually review curriculum and share instructional strategies and (2) PLCs that work toward a common goal and use common assessments to examine and share effective practices. Curriculum and Professional Groups align standards to curriculum and articulate course outcomes and PLCs provide the opportunity for licensed staff to set measurable goals for each group of similarly-situated students. Finally, the district supports effective classroom instruction through trained coaches who promote high-quality instruction, curriculum, and instructional technology within all our sites.

**6. An annual budget for implementation and sustainability of district plan.**

The district plan is closely aligned with the Strategic Plan that provides an ongoing structure and resources for realizing innovative, effective instruction to meet the most challenging educational needs of our member districts. Furthermore, the Compensatory Education budget is dedicated to the instructional support staff who provide staff coaching and remedial student support, assuring that each student receives the instruction to achieve the WBWF goals.

**District Reporting Requirements**

An annual report to the Intermediate District School Board will outline the plan and progress the intermediate district has made on the WBWF plan. This will include innovative programs and services that are being designed in response to the members’ commitment to creating the World’s Best Workforce. A copy of this report will be transmitted to the Commissioner of the Minnesota Department of Education each year.

In addition, we will provide to each district ongoing information about enrolled students’ progress. This information will in turn be reflected in their reports of progress to achieve the vision of the WBWF legislation. As part of this ongoing information we also will survey and/or interview key leaders in our member districts, recognizing they are our primary constituents.

**Committees and Roles**

Because of the relationship between the intermediate district and our members, we have historically been exempted from statute that created a separate district curriculum committee with parent and community members. Because our primary stakeholders are our member districts and our services are an extension of them, our School Board fulfills the function of a district advisory committee as required in the WBWF legislation.

**FY14 World’s Best Workforce Results**

World’s Best Workforce Areas of Focus	District 287’s Measures of Progress 2013-14
1. Close identified achievement gaps	<p>287 has refined the work related to Professional Learning Communities, <a href="#">PLCs</a> and assessment practices.</p> <p>The <a href="#">FY 14 PLC Results document</a> shows the achievement of the work of our PLCs, and is the main mechanism we use to monitor student achievement.</p> <p><a href="#">What the Board Should Know about Educational Rounds</a></p>
2. Prepare all students for kindergarten	<p>Member Districts administer kindergarten readiness assessments &amp; provide kindergarten readiness prep.</p> <p><a href="#">ISD 287 Early Childhood Learning Instruction and Assessment</a></p>
3. Assure all students achieve grade-level literacy	<p><a href="#">FY 14 PLC Results</a></p> <p>Read Well by Third Grade or <a href="#">RWB3G FY 14 Results</a></p> <p>Results from the Scholastic Reading Inventory or <a href="#">READ 180 SRI Growth</a></p>
4. Assure all students attain career and college readiness before graduation from high school	<p><a href="#">FY 14 PLC Results</a></p> <p><a href="#">Common Core State Standards Professional Development</a></p> <p><a href="#">Transition to Post-Secondary Education &amp; Employment Personal Learning Plans</a></p> <p><a href="#">Hennepin Technical Pathways</a></p> <p><a href="#">C-Train</a> - A career and technical education program for high school students. It is designed to provide students with opportunities to earn high school credit. Students can develop career skills leading to industry recognized</p>

	certificates and transition to postsecondary education. <a href="#">Gateway to College Fact Sheet</a>
5. Achieve the vision that all students will graduate from high school	<a href="#">FY 14 PLC Results</a> <a href="#">Increasing Graduation Rates In Hennepin County</a> <a href="#">What The Board Should Know Fall 2013</a> <a href="#">287 Peer Coaching Program Development Timeline</a> <a href="#">The Development of District 287's Peer Coaching Program</a> <a href="#">W-Alt Blended Learning Program</a> opens for students

To ensure that Intermediate District 287 is supporting its member district's efforts to establish the World's Best Workforce in their district's, 287 conducted an [FY14 Stakeholder Survey Results](#). These results reflect member district's satisfaction with the services 287 provides that are listed on this [sample member district usage report](#).

## FY 15 World's Best Workforce Plan

World's Best Workforce Areas of Focus	District 287's WBW Plan 2014-15
1. Close identified achievement gaps	<p>Instructional leaders will have clearly identified <a href="#">Expectations for FY15</a></p> <p>Professional Learning Communities are further refined and "tightened" for all staff <a href="#">Integrated Professional Practice</a></p> <p><a href="https://docs.google.com/a/district287.org/document/d/1bFQ0CFq2E9ljyHqa3LrRsU7JVKwwofWomW8tE3PG73s/edit">https://docs.google.com/a/district287.org/document/d/1bFQ0CFq2E9ljyHqa3LrRsU7JVKwwofWomW8tE3PG73s/edit</a></p> <p>Staff will work toward achieving <a href="#">3 Performance Results for 2014-15</a> that focus on Innovative Instruction, Student Supports, and Collaborative Curricula.</p> <p>District 287 staff will participate in <a href="#">A Better Way</a> training.</p> <p>A new <a href="#">Strategic Plan</a> will be developed that emphasizes student achievement in a way that provides student data disaggregated by race, gender, etc..</p> <p>A <a href="#">School Improvement model</a> will be developed for implementation in 2015-16.</p>
2. Prepare all students for kindergarten	<p>Member districts administer kindergarten readiness assessments &amp; provide kindergarten readiness prep.</p> <p><a href="#">ISD 287 Early Childhood Learning Instruction and Assessment</a> will be utilized and the ELC will earn National Accreditation (NAYEC) by July 1, 2015..</p>
3. Assure all students achieve grade-level literacy	<p>Staff will work toward achieving <a href="#">3 Performance Results for 2014-15</a> that focus on Innovative Instruction, Student Supports, and Collaborative Curricula.</p> <p>Each site/program PLC goal is focused on literacy with an emphasis on writing across the curriculum. The smaller team PLC goals at each site support the site/program goal.</p> <p>All instructional staff will participate in three district-wide professional learning</p>

	<p>sessions on literacy.</p> <p>Digital curriculum and courses will be reviewed for reading level and basic reading strategies will be included.</p>
<p>4. Assure all students attain career and college readiness before graduation from high school</p>	<p>Staff will work toward achieving <a href="#">3 Performance Results for 2014-15</a> that focus on Innovative Instruction, Student Supports, and Collaborative Curricula.</p> <p>Opportunities for career and college readiness will be expanded through an increase in course offering and enrollment through programs such as the Advancement Via Individual Determination, <a href="#">AVID</a>, program.</p> <p>Students will be provided the opportunity to participate in a College Prep Reading Course.</p> <p>My Foundations Lab courses will be available to students to strengthen students' reading skills.</p> <p>Students will gain technical training and work experience through the <a href="#">Hennepin Technical Pathways</a> course offerings.</p> <p><a href="#">C-Train</a> expansion to include a Hospitality/Tourism Management certificate program.</p>
<p>5. Achieve the vision that all students will graduate from high school</p>	<p>Dropout intervention services will be provided to 287 and member district students through <a href="#">Diploma On!</a></p> <p>The <a href="#">287 Peer Coaching Program</a> will be implemented.</p> <p>New requirements will be added to the district's teacher evaluation that include student engagement and a tie between teacher performance and student achievement.</p> <p>Staff will work toward achieving <a href="#">3 Performance Results for 2014-15</a> that focus on Innovative Instruction, Student Supports, and Collaborative Curricula.</p> <p>287 leaders and staff will implement Social Emotional Learning, or <a href="#">SEL</a>, protocols.</p>

# Intermediate District 287

*RESPONSIVE. INNOVATIVE. SOLUTIONS.*

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## INTER-OFFICE MEMORANDUM

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Date: February 26, 2015

To: Sandra Lewandowski, Superintendent

From: Lynda Benkofske, Program Facilitator  
Lea Dahl, Academic Operations Principal

**Re: What the Board Needs to Know About National Association for the Education of Young Children (NAEYC) Accreditation**

- The 287 Early Learning Centers (ELC) located at North Education Center (NEC) and South Education Center (SEC), have been serving infants and toddlers of teenage parents for more than 25 years.
- The ELCs follow specific, research-based curriculum and all 15 ELC staff (called Parent Child Specialists, PCS) have met specific, state required certification.
- The National Association for the Education of Young Children (NAEYC) is a recognized and respected childcare accreditation organization.
- 287 ELC is in the process of seeking NAEYC accreditation. To receive national accreditation from NAEYC means our ELCs must demonstrate evidence of rigorous early childhood national standards and provide quality care. Following these standards allows the ELC staff to provide the best learning experiences for our young children so that they will have greater readiness for success in school.
- The process is arduous and our timeline has been:
  - Beginning in December 2013 - Submitted the NAEYC Enrollment Form Application
  - For the entire year of 2014, both sites completed multiple Self-Assessment and Candidacy requirements including:
    - Development of the Program and Classroom Portfolios
    - Set-up the infant/toddler/preschool rooms in order to meet all the Classroom Observable criteria
    - During this time, multiple consultations occurred with our representative from the Minnesota Association for the Education of Young Children (MnAEYC) who provided not only great guidance for this process but also financial assistance for fees, program development and PCS training
  - Scheduled for February-March 2015, the NAEYC Accessor will spend an entire day at each ELC reviewing the Program Portfolios, Classroom Portfolios, and Classroom Observables.
- Finally, once NAEYC accreditation is granted, it not only certifies that we provide quality, research-based childcare, but it grants us access to greater funding for our ELCs and a Parent Aware rating. It can take up to 3 months before we receive the final approval for accreditation.

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

Regular Meeting – February 26, 2015

**AGENDA SECTION:** BUSINESS SERVICES REPORT

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

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

**1. Background Information**

The January 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 \$44,720,439 or 53.2% of the Original Revenue Budget of \$84,136,797. The District’s monthly revenue will continue to be based upon the cash payments we receive from MDE Special Education Uniform Tuition system and other state aids. Revenue will be made whole at the end of each fiscal year as we calculate all of our receivables and recognize the revenue receivable as part of the audit.

Year-to-date expenditures in all funds excluding Funds 06 (NEC Construction) & 09 (Agency Funds) total \$41,830,147, or 50.2% of the Original Expenditure Budget of \$83,328,954.

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 \_\_\_\_

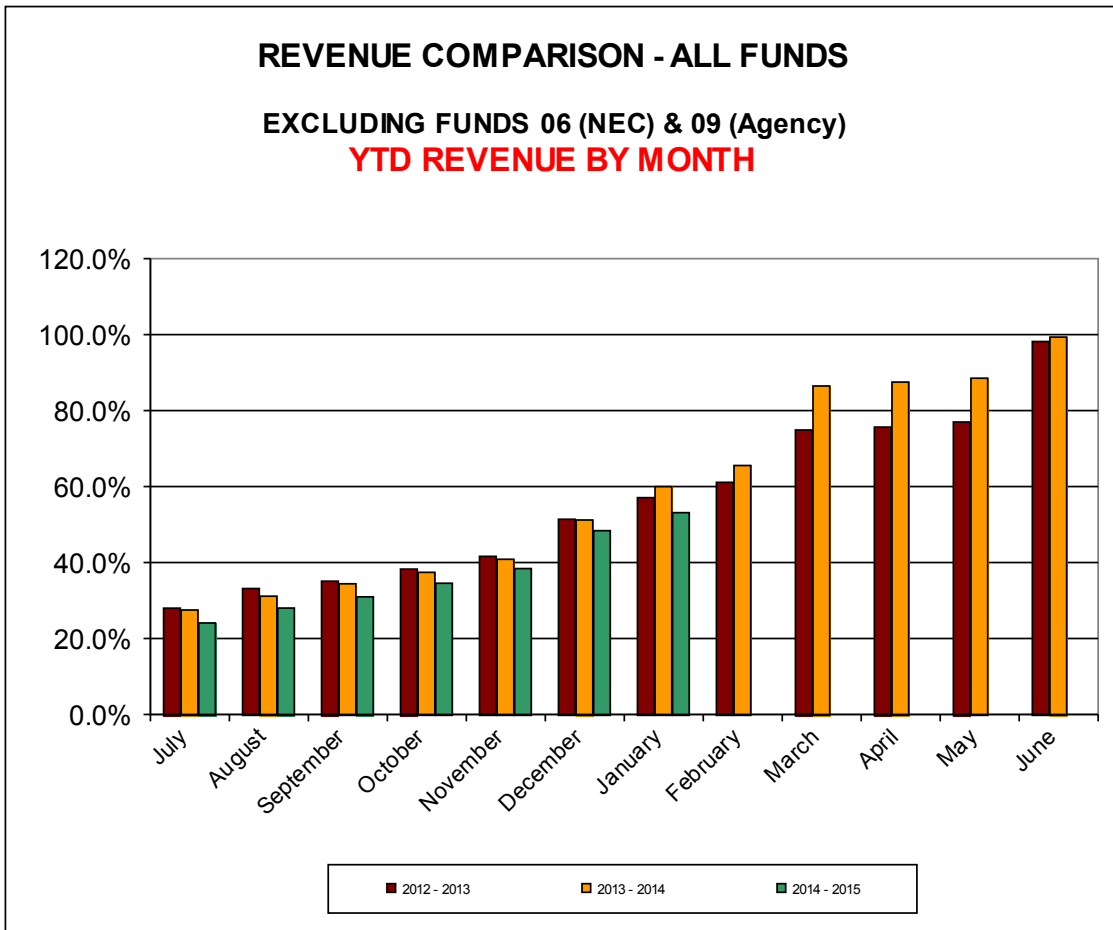
Abstentions: \_\_\_\_\_

## DISTRICT 287

### REVENUE COMPARISON

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

Month	2012 - 2013		2013 - 2014		2014 - 2015	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	23,083,337	28.0%	23,266,115	27.5%	20,284,604	24.1%
August	4,277,483	33.2%	3,076,425	31.1%	3,296,130	28.0%
September	1,595,333	35.1%	2,766,649	34.4%	2,486,874	31.0%
October	2,620,908	38.3%	2,558,934	37.4%	3,017,044	34.6%
November	2,772,203	41.6%	2,904,928	40.9%	3,240,902	38.4%
December	8,060,459	51.4%	8,740,826	51.2%	8,380,131	48.4%
January	4,673,693	57.1%	7,444,596	60.0%	4,014,753	53.2%
February	3,338,082	61.1%	4,699,240	65.6%		
March	11,361,782	74.9%	17,705,512	86.5%		
April	636,685	75.7%	882,851	87.5%		
May	1,090,279	77.0%	867,293	88.5%		
June	17,481,161	98.2%	9,140,621	99.4%		
<b>TOTAL</b>	<b>80,991,404</b>	<b>98.2%</b>	<b>84,053,988</b>	<b>99.4%</b>	<b>44,720,439</b>	<b>53.2%</b>
<b>BUDGET</b>	<b>82,490,824</b>		<b>84,601,954</b>		<b>84,136,797</b>	



REPORT: EXPREV 000006 REVENUE SUMMARY BY FUND - Board Report  
 STATEMENT OF REVENUE  
 DIST 0287 Intermediate District 287 ACCOUNTING PERIOD 01/01/15 TO 01/31/15

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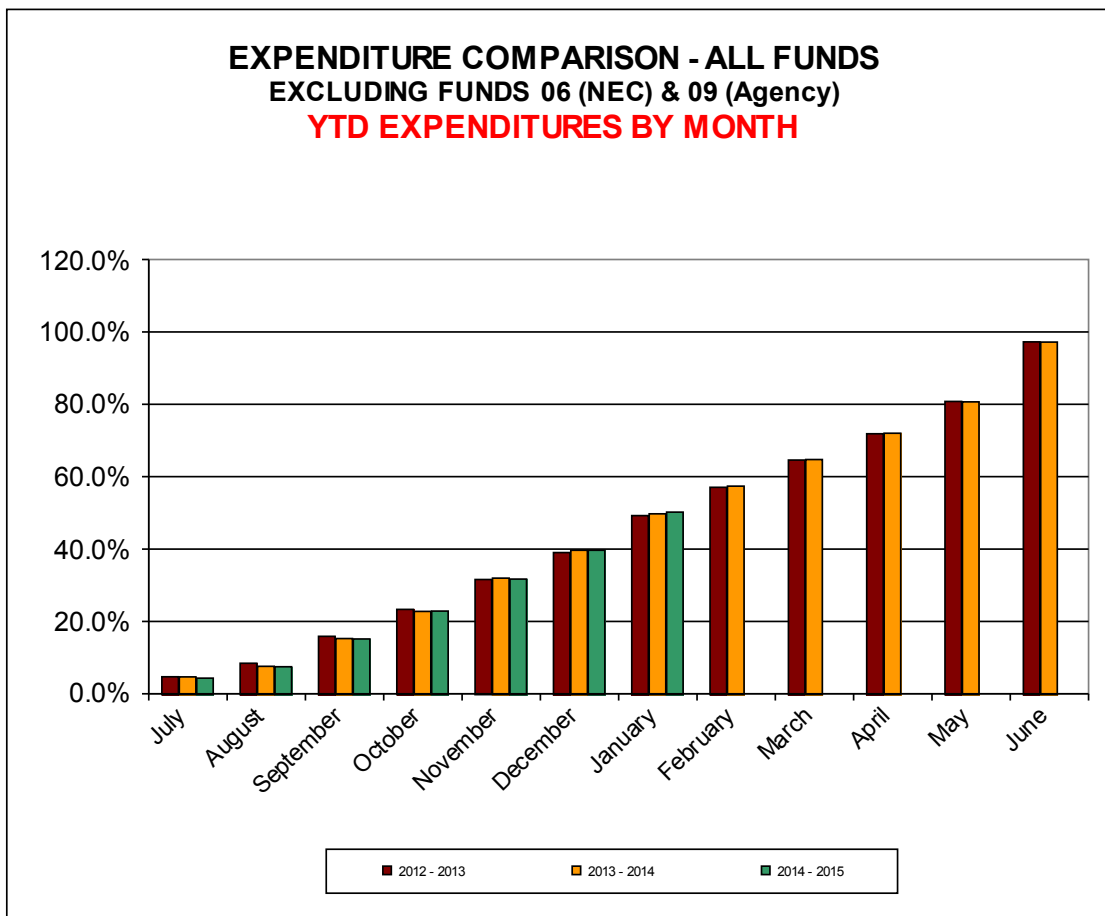
ACCT STATUS: All Account Statuses ACCOUNT RANGES: 01 TO 99-999  
 ZERO BALANCES: Suppress Zero Balances INCLUDE/EXCLUDES: EXL FD 09 09 EXL FD 11 11  
 SORTED BY: ACCOUNT FD  
 SUBTOTALLED BY: ACCOUNT FD  
 SERIES TOTALS: <None Selected>  
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FD	PRIOR YEAR ACTUAL	REVIS ED BUDGET	FISCAL YEAR 201407		REMA INING ON 01/31/15	PERCENT REMAINING
01			01/01/15 01/31/15	RECEIVED THRU 01/31/15		
01 GENERAL FUND	17,381,854.08	17,618,417	262,960.74	8,137,598.26	9,480,818.74	53.81 %
02 FOOD SERVICE FUND	671,460.99	686,485	62,524.06	188,580.32	497,904.68	72.52 %
04 COMMUNITY SERVICE FUND	181,606.80	173,549	2,694.88	42,339.07	131,209.93	75.60 %
07 DEBT SERVICE FUND	5,218,401.45	5,305,121	0.00	827,290.70	4,477,830.30	84.40 %
08 TRUST FUND	501,066.37	500,000	0.02-	199,392.50	300,607.50	60.12 %
10 SCHOLARSHIP FUND	4,088.19	0	0.00	535.00	535.00-	0.00 %
12 ALC-ACADEMIC	9,969,717.09	8,839,265	264,974.60	4,600,512.11	4,238,752.89	47.95 %
13 CAREER & TECH	1,493,564.88	1,155,967	3,299.05	914,992.07	240,974.93	20.84 %
14 SPECIAL EDUCATION	48,029,694.22	49,373,283	3,359,016.41	29,543,455.67	19,829,827.33	40.16 %
20 INTERNAL SERVICE FUND	563,673.23	457,010	57,730.53	255,266.05	201,743.95	44.14 %
41 DONATIONS	32.96	0	0.00	0.00	0.00	0.00 %
51 STUDENT CLUBS	38,827.35	27,700	1,553.16	10,477.46	17,222.54	62.17 %
*** REPORT TOTALS:	84,053,987.61	84,136,797	4,014,753.41	44,720,439.21	39,416,357.79	46.84 %

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

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

Month	2012 - 2013		2013 - 2014		2014 - 2015	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	3,922,779	4.7%	3,962,038	4.7%	3,601,915	4.3%
August	3,118,331	8.4%	2,486,804	7.6%	2,637,832	7.5%
September	6,204,141	15.9%	6,489,103	15.3%	6,385,388	15.2%
October	6,207,454	23.3%	6,365,911	22.8%	6,438,125	22.9%
November	6,868,339	31.6%	7,781,071	32.0%	7,361,288	31.7%
December	6,204,082	39.0%	6,551,462	39.7%	6,626,717	39.7%
January	8,516,139	49.2%	8,521,477	49.7%	8,778,883	50.2%
February	6,519,986	57.1%	6,477,527	57.4%		
March	6,287,977	64.6%	6,241,384	64.7%		
April	6,049,508	71.9%	6,167,270	72.0%		
May	7,446,228	80.8%	7,333,498	80.7%		
June	13,711,182	97.2%	14,005,680	97.2%		
<b>TOTAL</b>	<b>81,056,146</b>	<b>97.2%</b>	<b>82,383,226</b>	<b>97.2%</b>	<b>41,830,147</b>	<b>50.2%</b>
<b>BUDGET</b>	<b>83,352,386</b>		<b>84,760,037</b>		<b>83,328,954</b>	



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

FD	PRIOR YEAR ACTUAL	REVISED BUDGET	01/01/15 TO 01/31/15	FISCAL YEAR 201407 EXPENDED THRU 01/31/15	ENCUMBERED THRU 01/31/15	REMAINING ON 01/31/15	PERCENT REMAINING
01 GENERAL FUND	17,751,131.18	17,817,145	1,133,221.87	9,358,622.42	2,516,884.01	5,941,638.57	33.34 %
02 FOOD SERVICE	671,460.99	686,485	68,595.28	405,046.81	45,457.95	235,980.24	34.37 %
04 COMMUNITY SERVICE FUND	181,606.80	173,549	11,457.87	95,787.90	336.82	77,424.28	44.61 %
07 DEBT SERVICE FUND	3,964,439.56	3,965,907	2,258,183.13	3,562,884.15		403,022.85	10.16 %
08 TRUST FUND	488,941.03	500,000	0.00	200,391.44		299,608.56	59.92 %
10 SCHOLARSHIP FUND	23,927.80	20,000	1,783.10	17,799.61		2,200.39	11.00 %
12 ALC-ACADEMIC	10,244,373.13	9,405,414	808,313.18	4,555,923.94	403,502.21	4,445,987.85	47.27 %
13 CAREER & TECH	1,403,838.63	1,157,078	82,728.23	462,156.12	19,441.84	675,480.04	58.37 %
14 SPECIAL EDUCATION	47,124,998.65	49,118,666	4,382,273.60	22,952,305.18	1,063,419.97	25,102,940.85	51.10 %
20 INTERNAL SERVICE FUND	493,670.32	457,010	30,802.63	210,474.75		246,535.25	53.94 %
51 STUDENT CLUBS	34,838.23	27,700	1,523.88	8,754.37		18,945.63	68.39 %
*** REPORT TOTALS:	82,383,226.32	83,328,954	8,778,882.77	41,830,146.69	4,049,042.80	37,449,764.51	44.94 %

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# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

## MEMORANDUM

DATE: **February 12, 2015**

TO: Members of the School Board

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

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

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

- |   |             |                     |
|---|-------------|---------------------|
| 1. Claim payments for: <b>January 2015</b>  | Totaling \$ | <u>6,870,925.82</u> |
| a) Check #'s 496706 - 497088<br>and Wire Transfers - #'s 2549 - 2559, 3105, 70015856 - 70016054, 80000866 - 80000887<br>and P-Card Purchases - #'s 90000358- 90000369 |             |                     |
| 2. Payroll for: January 2015  | Totaling \$ | <u>2,473,063.07</u> |
| a) Check #'s 675600<br>b) Direct Deposit #'s 271705 - 272673, 272674 - 273635<br><br>and Wire Transfers - #'s 4117  |             |                     |
| 3. Receipts for: January 2015   | Totaling \$ | <u>6,018,551.47</u> |
| a) Receipt #'s 136496 - 136695  |             |                     |
| 4. Investments at end of month  | Totaling \$ | <u>1,510,828.56</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  
JANUARY 2015**

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	12/31/14	01/30/15	1,510,700.22
	TOTAL PMA- MNTRUST INVESTMENTS ON BOOKS					0.00
	INVESTMENTS ON OUR BOOK AT END OF PRIOR MONTH					1,510,700.22
	CURRENT MONTH ACTIVITY					
	DEPOSITS					-
	WITHDRAWALS					
	INTEREST EARNED- RECORDED					128.34
	INTEREST EARNED- NOT RECORDED BY MONTH-END					-
	TOTAL INVESTMENTS AT END OF MONTH & UN-RECORDED INTEREST					1,510,828.56

# Intermediate District 287

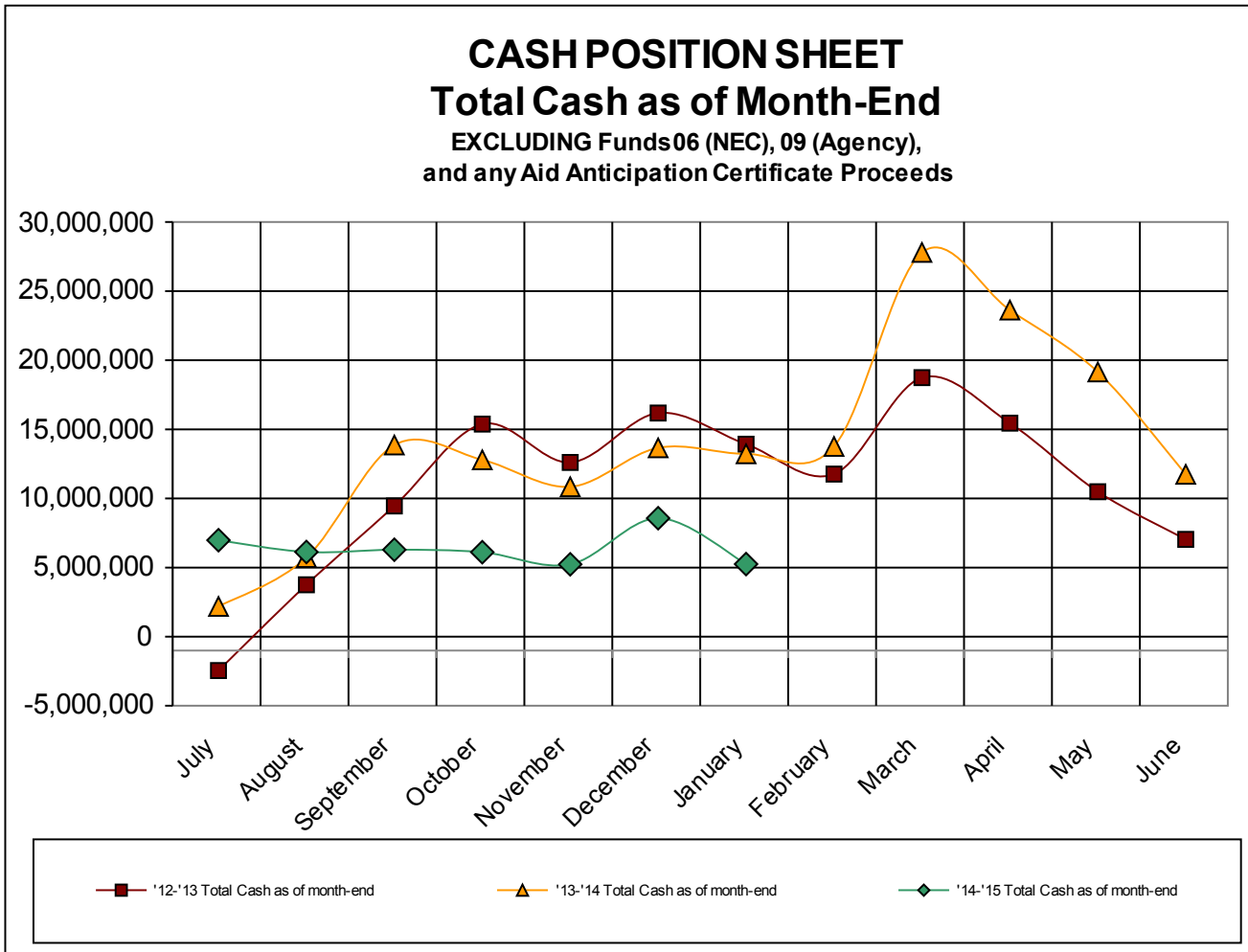
## Cash Position Sheet- Monthly Total Net Cash- All Accounts

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

<u>Date</u>	<u>'12-'13 Total Cash as of month-end</u>	<u>'13-'14 Total Cash as of month-end</u>	<u>'14-'15 Total Cash as of month-end</u>
July	-2,447,118 <sup>1</sup>	2,191,127 <sup>2</sup>	6,975,746
August	3,754,626 <sup>2</sup>	5,718,061 <sup>2</sup>	6,126,182
September	9,454,172 <sup>2</sup>	13,862,706	6,288,912
October	15,382,409 <sup>2</sup>	12,796,587	6,111,818
November	12,605,385 <sup>2</sup>	10,848,256	5,234,858
December	16,180,751 <sup>2</sup>	13,665,705	8,574,866
January	13,924,956 <sup>2</sup>	13,229,251	5,249,429
February	11,767,529 <sup>2</sup>	13,767,789	
March	18,741,667 <sup>2</sup>	27,803,669	
April	15,446,038 <sup>2</sup>	23,625,636	
May	10,488,472 <sup>2</sup>	19,151,688	
June	7,041,623 <sup>2</sup>	11,744,521	

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

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



**INTERMEDIATE DISTRICT 287**  
**JANUARY 2015 ACTIVITY**

**WIRE TRANSFERS IN:**

DATE	AGENCY	TO	EF#	AMOUNT	DESCRIPTION
1/8/2015	EDUC-VENDOR PAYMNTS	MSDLAF	2319738	85,090.97	INV#72618 MATH & SCIENCE PARTNERSHIP
1/14/2015	EDUC-STATE AID	MSDLAF	2333906	49,600.55	01S211 GENERAL ED AID FY14-15
	EDUC-STATE AID	MSDLAF	2333906	3,012,832.67	01S360 SPED ED AID FY14-15
	EDUC-STATE AID	MSDLAF	2333906	42,191.84	01F319 TCHR DEVELOPMENT & EVAL
	EDUC-FNS	MSDLAF	2333906	906.30	02F701 REG LUNCHES NOV14
	EDUC-FNS	MSDLAF	2333906	181.26	02F701 FED HHFKA LUNCH NOV14
	EDUC-FNS	MSDLAF	2333906	7,998.80	02F701 FED FREE LUNCH NOV14
	EDUC-FNS	MSDLAF	2333906	4,716.23	02F705 FED BRKFST NOV14
	EDUC-FNS	MSDLAF	2333906	478.81	02S300 ST LUNCHES NOV14
	EDUC-FNS	MSDLAF	2333906	58.65	02F705 ST BRKFST NOV14
1/21/2015	EDUC-FNS	MSDLAF	2344995	15,387.74	02F705 FED BRKFST NOV14 & DEC14
	EDUC-FNS	MSDLAF	2344995	678.70	02F705 ST BRKFST NOV14 & DEC14
	EDUC-FNS	MSDLAF	2344995	27,471.80	02F701 FED LUNCHES NOV14 & DEC14
	EDUC-FNS	MSDLAF	2344995	2,055.39	02S300 ST LUNCHES NOV14 & DEC14
	EDUC-FNS	MSDLAF	2344995	3,797.40	02F701 REG LUNCHES NOV14 & DEC14
	EDUC-FNS	MSDLAF	2344995	759.48	02F701 FED HHFKA LUNCH NOV14 & DEC 14
1/23/2015	HENN TECH COLLEGE	MSDLAF	2348691	52.00	INV#72816,72836 SPIRAL BINDING & MANUALS
1/26/2015	TEACHERS RETIREMENT	MSDLAF	2350423	4.00	01-215-18 TRA REFUND - LEA DAHL
	TEACHERS RETIREMENT	MSDLAF	2350423	8.00	12-215-18 TRA REFUND - LEA DAHL
	TEACHERS RETIREMENT	MSDLAF	2350423	45.46	14-215-18 TRA REFUND - JAN HUBBARD
1/29/2015	EDUC - STATE AID	MSDLAF	2362999	505.28	01S211 ONLINE LEARNING FY1314 RECEIVABLE
	EDUC - STATE AID	MSDLAF	2362999	873,310.28	01S360 SPED ED AID FY13-14 RECEIVABLE
	EDUC - STATE AID	MSDLAF	2362999	73,433.91	01S211 GEN ED AID FY14-15
<b>MTD TOTALS</b>				<b>4,201,565.52</b>	

**WIRE TRANSFERS OUT:**

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
1/12/2015	MSDLAF	US BANK	70015856 - 70015879	2,461.44	DIRECT DEPOSIT EMPLOYEE EXPENSES FY15
1/15/2015	MSDLAF	WELLS FARGO	2549	3,926.62	WELLS FARGO BROKERAGE LEASE PAYMENT
	MSDLAF	BANK OF MONTREAL	2550	65,517.54	A/P P-CARD DEC14 ACT - PD JAN15
	MSDLAF	BANK OF MONTREAL	90000358 - 90000369	31,209.02	P-CARD DEC14 ACT - PD JAN15
	MSDLAF	US BANK	2551	106.80	MERCHANT CARD FEES DEC14 ACT BK IN JAN15
	MSDLAF	US BANK	271705 - 272673	1,274,747.10	DIRECT DEPOSIT PAYROLL
	MSDLAF	EBC	80000866	61,067.70	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000867	348,240.65	FEDERAL TAXES
	MSDLAF	MN DEPT OF REVENUE	80000868	917.03	MN DEPT OF REVENUE-WAGE LEVY'S
	MSDLAF	MN DEPT OF REVENUE	80000869	77,833.01	STATE WITHHOLDING TAXES
	MSDLAF	PERA	80000870	49,799.34	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000871	83,227.50	TEACHERS RETIREMENT ASSN
	MSDLAF	EBC	80000872	21,547.12	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000873	148,265.70	FEDERAL TAXES
	MSDLAF	ING	80000874	2,038.83	MN STATE RETIREMENT SYSTEM - VEBA
	MSDLAF	PERA	80000875	57,460.92	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000876	82,784.96	TEACHERS RETIREMENT ASSN
1/23/2015	MSDLAF	MN DEPT OF REV	2552	116.00	MN SALES TAX 2014
	MSDLAF	US BANK	2553	292,446.88	US BANK TRUST LEASE PURCHASE
	MSDLAF	WELLS FARGO	2554	467,618.75	WELLS FARGO BROKERAGE LEASE PAYMENT
	MSDLAF	US BANK	2555	1,490,634.62	US BANK TRUST LEASE PURCHASE
	MSDLAF	EBC	2556	164,669.59	EMPLOYEE & EMPLOYER 403B - RETIREE'S
1/26/2015	MSDLAF	WELLS FARGO	2557	600,567.50	WELLS FARGO BROKERAGE LEASE PAYMENT
1/27/2015	MSDLAF	US BANK	70015880 - 70016054	22,201.71	DIRECT DEPOSIT EMPLOYEE EXPENSES FY15
	MSDLAF	CHS	2558	45,513.52	CHS FLEX PAYMENTS JAN15
	MSDLAF	US BANK	2559	82.03	ARP FEES VOUCHER ACCT DEC14
1/30/2015	MSDLAF	US BANK	272674 - 273635	1,198,259.45	DIRECT DEPOSIT PAYROLL REG
	MSDLAF	EBC	80000877	21,380.44	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000878	139,488.76	FEDERAL TAXES
	MSDLAF	VOYA-ING	80000879	2,038.83	MN STATE RETIREMENT SYSTEM - VEBA
	MSDLAF	PERA	80000880	57,544.02	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000881	82,973.57	TEACHERS RETIREMENT ASSN
	MSDLAF	EBC	80000882	60,203.39	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	80000883	312,017.27	FEDERAL TAXES
	MSDLAF	MN DEPT OF REV	80000884	1,670.53	MN DEPT OF REVENUE-WAGE LEVY'S
	MSDLAF	MN DEPT OF REV	80000885	70,585.17	STATE WITHHOLDING TAXES
	MSDLAF	PERA	80000886	49,871.38	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80000887	83,416.07	TEACHERS RETIREMENT ASSN
	MSDLAF	US BANK	3105	178.22	ARP FEES RECEIPT ACCT DEC14
	MSDLAF	US BANK	4117	56.52	ARP FEES PAYROLL ACCT DEC14
<b>MTD TOTALS</b>				<b>7,474,685.50</b>	



**DONATIONS  
INTERMEDIATE DISTRICT 287  
2014-2015**

**January 2015**

<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>
1/27/15	CHECK		\$ 50.00	BOMBEN, KENNETH & CAROL		DSC	COMMUNICATIONS
1/16/15	CHECK		\$ 188.34	CHIPOTLE MEXICAN GRILL		NEC	NECA
1/8/15	CHECK		\$ 900.00	COFFEY, PAUL & ANGELA		DSC	DESTINATION IMAGINATION
1/27/15	CHECK		\$ 50.00	KUNZ, MICHELE		DSC	COMMUNICATIONS
1/27/15	CHECK		\$ 1,000.00	MARSH & MCLENNAN AGENCY		DSC	COMMUNICATIONS
1/26/15	ALTIMATE EASY STANDER		\$ 300.00	MONTOYA, JANE		DSC	ITINERANT
1/27/15	CHECK		\$ 500.00	MSP OUTDOOR SERVICES, INC		DSC	COMMUNICATIONS
1/28/15	CHECK		\$ 96.14	WELLS FARGO MATCHING GIFT PROGRAM		NWTC	TOM RINKER FUND
1/8/15	CHECK		\$ 750.00	XCEL ENERGY MATCHING GIFT PROGRAM		DSC	DESTINATION IMAGINATION
			\$ 3,834.48				

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

Regular Meeting – February 26, 2015

**AGENDA SECTION:** BUSINESS SERVICES REPORT

**ITEM:** Approval of FY15 Budget Revision

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

**1. Background Information**

A motion is necessary to approve the Budget Revision as presented. For All Funds the budget has a Total Beginning Fund Balance of \$18,027,485, with a Total Revised Revenue Budget of \$84,865,422, and Total Revised Expenditure Budget of \$84,839,420. This results in a Total Revised 6/30/15 Adjusted Fund Balance of \$18,922,556.

The Total Unassigned Fund Balance in the General Fund is projected at \$5,978,422 or 7.7%.

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

**3. RECOMMENDED ACTION: The Board approve the FY15 Budget Revision as presented.**

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

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

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

INTERMEDIATE DISTRICT 287 REVISED BUDGET 2014-15

	1	2	3	4	5	6	7	8	9	10	11	12	
	BEGINNING FUND BALANCE	FY15 PROJECTED REVENUES			FY15 PROJECTED EXPENDITURES			FY15 PROJECTED FUND BALANCE			Sep & Sev FY 15 Budgeted	FY 15 PROJECTED Adjusted FUND	Percent Fund Bal to
		7/1/2014	ORIGINAL BUDGET	FEB. 2015 REVISED BUDGET	NET CHG. REVENUES ORIG vs. REV	ORIGINAL BUDGET	FEB. 2015 REVISED BUDGET	NET CHG. EXPEND. ORIG vs REV	FUND BALANCE 6/30/2014	FEB. 2015 FUND BAL 6/30/2015			
<b>GENERAL FUND UNASSIGNED</b>													
DISTRICTWIDE ADMIN / OPS	\$ 343,150	\$ 16,344,245	\$ 16,900,167	\$ 555,922	\$ 16,410,974	\$ 16,975,458	\$ 564,484	\$ 276,421	\$ 267,859	\$ (75,291)	\$ (132,000)	\$ 135,859	(1)
ALC / ACADEMIC EDUCATION	\$ 0	\$ 7,905,853	\$ 8,391,482	\$ 485,629	\$ 8,109,109	\$ 8,503,649	\$ 394,540	\$ (203,256)	\$ (112,167)	\$ (112,167)	\$ 112,167	\$ 0	(2)
CAREER AND TECH	\$ 160,731	\$ 1,155,967	\$ 1,203,629	\$ 47,662	\$ 1,117,078	\$ 1,114,775	\$ (2,303)	\$ 199,620	\$ 249,585	\$ 88,854	\$ (40,000)	\$ 209,585	(3)
SPECIAL EDUCATION	\$ 5,889,166	\$ 48,237,479	\$ 47,754,985	\$ (482,494)	\$ 47,516,812	\$ 47,056,904	\$ (459,908)	\$ 6,609,833	\$ 6,587,247	\$ 698,081	\$ (954,268)	\$ 5,632,979	(4)
<b>TOTAL UNASSIGNED</b>	<b>\$ 6,393,046</b>	<b>\$ 73,643,544</b>	<b>\$ 74,250,263</b>	<b>\$ 606,719</b>	<b>\$ 73,153,973</b>	<b>\$ 73,650,786</b>	<b>\$ 496,813</b>	<b>\$ 6,882,617</b>	<b>\$ 6,992,523</b>	<b>\$ 599,477</b>	<b>\$ (1,014,101)</b>	<b>\$ 5,978,422</b>	<b>7.7%</b>
<b>NONEXPENDABLE FUND BALANCE</b>	\$ 130,931	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,931	\$ -	\$ -	\$ 130,931	
<b>GENERAL FUND ASSIGNED</b>													
Property Account	\$ 246,685	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 65,000	\$ 246,685	\$ 181,685	\$ (65,000)	\$ -	\$ 181,685	
Separation / Severance	\$ 5,303,564	\$ -	\$ -	\$ -	\$ 1,014,101	\$ 1,014,101	\$ -	\$ 4,289,463	\$ 4,289,463	\$ (1,014,101)	\$ 1,014,101	\$ 5,303,564	
Student Clubs	\$ 42,910	\$ 27,700	\$ 27,700	\$ -	\$ 27,700	\$ 27,700	\$ -	\$ 42,910	\$ 42,910	\$ -	\$ -	\$ 42,910	
Health Partners Rebate	\$ 76,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,299	\$ 76,299	\$ -	\$ -	\$ 76,299	
Collaborative Curriculum Project	\$ 260,971	\$ 166,408	\$ 166,408	\$ -	\$ 166,408	\$ 167,099	\$ 691	\$ 260,971	\$ 260,280	\$ -	\$ -	\$ 260,280	
Transportation Vehicle Dep.	\$ 43,587	\$ -	\$ 43,300	\$ 43,300	\$ -	\$ 43,300	\$ 43,300	\$ 43,587	\$ 43,587	\$ -	\$ -	\$ 43,587	
MDE Tuition Appeal/MA Reserve	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000	\$ 650,000	\$ -	\$ -	\$ 650,000	(5)
<b>TOTAL ASSIGNED</b>	<b>\$ 6,624,016</b>	<b>\$ 194,108</b>	<b>\$ 237,408</b>	<b>\$ 43,300</b>	<b>\$ 1,208,209</b>	<b>\$ 1,317,200</b>	<b>\$ 108,991</b>	<b>\$ 5,609,915</b>	<b>\$ 5,544,224</b>	<b>\$ (1,079,101)</b>	<b>\$ 1,014,101</b>	<b>\$ 6,558,325</b>	
<b>GENERAL FUND RESTRICTED</b>													
for HEALTH & SAFETY	\$ 94	\$ 243,293	\$ 148,483	\$ (94,810)	\$ 243,293	\$ 148,483	\$ (94,810)	\$ 94	\$ 94	\$ -	\$ -	\$ 94	
for SAFE SCHOOLS	\$ 390,983	\$ 1,030,879	\$ 1,028,197	\$ (2,682)	\$ 1,030,878	\$ 981,002	\$ (49,876)	\$ 390,984	\$ 438,178	\$ 47,195	\$ -	\$ 438,178	
for COMPENSATORY	\$ 104,312	\$ 1,902,808	\$ 1,912,385	\$ 9,577	\$ 1,889,650	\$ 1,761,276	\$ (128,374)	\$ 117,470	\$ 255,421	\$ 151,109	\$ -	\$ 255,421	
<b>TOTAL RESTRICTED</b>	<b>\$ 495,389</b>	<b>\$ 3,176,980</b>	<b>\$ 3,089,065</b>	<b>\$ (87,915)</b>	<b>\$ 3,163,821</b>	<b>\$ 2,890,761</b>	<b>\$ (273,060)</b>	<b>\$ 508,548</b>	<b>\$ 693,693</b>	<b>\$ 198,304</b>	<b>\$ -</b>	<b>\$ 693,693</b>	
<b>TOTAL GENERAL FUND</b>	<b>\$ 13,643,381</b>	<b>\$ 77,014,632</b>	<b>\$ 77,576,736</b>	<b>\$ 562,104</b>	<b>\$ 77,526,003</b>	<b>\$ 77,858,747</b>	<b>\$ 332,744</b>	<b>\$ 13,001,079</b>	<b>\$ 13,230,439</b>	<b>\$ (281,320)</b>	<b>\$ -</b>	<b>\$ 13,230,439</b>	
<b>NONMAJOR FUNDS RESTRICTED</b>													
Food Service	\$ -	\$ 686,485	\$ 745,697	\$ 59,212	\$ 686,485	\$ 745,697	\$ 59,212	\$ -	\$ -	\$ -	\$ -	\$ -	(6)
Community Services	\$ -	\$ 173,549	\$ 178,658	\$ 5,109	\$ 173,549	\$ 178,658	\$ 5,109	\$ -	\$ -	\$ -	\$ -	\$ -	(7)
Building Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Debt Services (07)	\$ 3,774,686	\$ 5,305,121	\$ 5,305,121	\$ -	\$ 3,965,907	\$ 3,968,108	\$ 2,201	\$ 5,113,900	\$ 5,111,699	\$ 1,337,013	\$ -	\$ 5,111,699	(8)
Trust (Flex Account) (08)	\$ 23,582	\$ 500,000	\$ 566,200	\$ 66,200	\$ 500,000	\$ 566,200	\$ 66,200	\$ 23,582	\$ 23,582	\$ -	\$ -	\$ 23,582	
Scholarship Fund (10)	\$ 118,314	\$ -	\$ -	\$ -	\$ 20,000	\$ 29,000	\$ 9,000	\$ 98,314	\$ 89,314	\$ (29,000)	\$ -	\$ 89,314	
Internal Service Fund (20)	\$ 467,521	\$ 457,010	\$ 493,010	\$ 36,000	\$ 457,010	\$ 493,010	\$ 36,000	\$ 467,521	\$ 467,521	\$ -	\$ -	\$ 467,521	
<b>TOTAL NONMAJOR FUNDS RESTRICTED</b>	<b>\$ 4,384,103</b>	<b>\$ 7,122,165</b>	<b>\$ 7,288,686</b>	<b>\$ 166,521</b>	<b>\$ 5,802,951</b>	<b>\$ 5,980,673</b>	<b>\$ 177,722</b>	<b>\$ 5,703,317</b>	<b>\$ 5,692,116</b>	<b>\$ 1,308,013</b>	<b>\$ -</b>	<b>\$ 5,692,116</b>	
<b>TOTAL ALL FUNDS</b>	<b>\$ 18,027,485</b>	<b>\$ 84,136,797</b>	<b>\$ 84,865,422</b>	<b>\$ 728,625</b>	<b>\$ 83,328,954</b>	<b>\$ 83,839,420</b>	<b>\$ 510,466</b>	<b>\$ 18,704,397</b>	<b>\$ 18,922,556</b>	<b>\$ 1,026,693</b>	<b>\$ -</b>	<b>\$ 18,922,556</b>	

3 - 2

6 - 5

1 + 2 - 5

1 + 3 - 6

9 - 1

9 + 11

12 ÷ 6 (Rvsd)

**INTERMEDIATE DISTRICT 287 REVISED BUDGET 2014-15**

**ORIGINAL BUDGET**

RECOMMENDED BOARD APPROVAL  
APPROVED BY SCHOOL BOARD

**DATE**  
**6/26/2014**  
**6/26/2014**

**NOTES**

1. Core fee has been budgeted in FY15 at \$12.05 per Adjusted Pupil Unit which will generate revenue consistent with FY12, FY13 & FY14. The per pupil dollar amount change reflects the adjustment for the new pupil weighting effective in FY15.
2. ALC/Academic is projecting a budget deficit due to restricted revenue sources including; declining ADM planning projections, legislative changes and a reduction of grant revenue. A reduction of \$1,175,304 was made in expenditures to accommodate a large portion of the decrease in revenue. The use of the one-time Teacher Evaluation State funding was also budgeted in this fund. A fund balance transfer from Special Education fund to the ALC/Academic fund in the amount of \$320,277 is requested to balance the deficit.
3. Career & Tech is projecting a balanced budget. Reductions were made in expenditures of \$273,369 to balance the budget. The decrease in revenue is due to declining enrollment projections.
4. Special Education is presenting a balanced budget.
5. The MDE Tuition Appeal/MA reserve will be used to offset any potential loss of revenue in these two areas.
6. Food Service - We have budgeted a transfer of \$366,537 from general fund to offset the estimated deficit in Food Service. Fund balances above reflect this transfer.
7. Community Services (Conference Center) - We have budgeted a transfer of \$93,349 from general fund to offset the estimated deficit in Community Services. Fund balances above reflect this transfer.
8. Debt Service fund balance is projected to increase the sinking fund; this fund balance is restricted and will be used to pay off the debt for North Education Center.

**REVISED BUDGET**

RECOMMEND BOARD APPROVAL  
APPROVED BY SCHOOL BOARD

**2/26/2015**

2. Due to an increase in enrollment over projected, the budget transfer requested in the Original FY15 Budget for ALC/Academic is being reduced to \$254,268. The limited resources available to fund the ALC programs continues to be a concern for FY16. Despite budget cuts of \$1.1 million for FY15, a total of \$482,872 in fund balance transfers has been needed to offset the deficit in this fund within the last 2 years
6. The estimated budget transfer from general fund to eliminate the deficit in Food Service changed slightly to \$361,472
7. The estimated budget transfer from general fund to eliminate the deficit in Community Services changed slightly to \$98,414

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

Regular Meeting – February 26, 2015

**AGENDA SECTION:** BUSINESS SERVICES REPORT

**ITEM:** Approval of FY16 Budget Assumptions

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

**1. Background Information**

Revenue and Expenditure assumptions to be used in the development of the FY16 Budget are presented in the attached document.

**2. Fiscal Impact/Funding Source: Provides base for FY16 Budget**

**3. RECOMMENDED ACTION: The Board approve the FY16 Budget Assumptions as presented.**

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

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

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

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

## INTERMEDIATE DISTRICT 287 BASE BUDGET ASSUMPTIONS FY16

### Revenue Assumptions

1. Education funding rates and the new pupil weighting system as established by the State Legislature for the 2015-16 (FY16) school year will be used to project revenues.
2. The FY16 budget will be built based on ADM projections for each program.

#### Special Education:

- ADM's in program areas for FY16 will be based on planning information for both member and non-member students attending District 287 programs. Planning information will be updated based on meetings with member districts in April.
- Based on member district information, a reduction of itinerant services in the areas of Autism and Occupational Therapy for our member districts will occur. In addition there will be a slight increase with Augmentative Communication. We are also projecting an increase for Educational Audiology services (around 151 days) due to an increase in overall student needs in our member districts.
- We anticipate that FY16 Care & Treatment programs enrollment will increase in FY16 as a new facility is being added by Prairie Care and a new Hennepin County program is scheduled to open.

#### Teaching & Learning:

- Base ADM's in the ALC's will be projected using member district planning information and historical trend analysis.
  - ADM's in all other Teaching and Learning categories, Career and Technical Education, Honor's Mentor Connection, World Languages, Northern Star On-Line, etc. remain similar to current year. Districts have until March 1 to submit revised planning numbers based on high school registration, and budgets in these areas will reflect the projected need.
  - Special Education student support will be provided as appropriate in the ALC and Career and Technical areas with offsetting revenue flowing through the Special Education Uniform Tuition Billing system where possible.
3. District 287 will continue to work collaboratively with MDE to ensure appropriate funding through the Special Education Uniform Tuition Billing System, including appeals if necessary.
  4. Other revenue will be generated from MDE through the Application for Educational Benefits (Compensatory and Lunch Aids); On-line Learning Aid; grants; from MDHHS for medical assistance claims; and through direct billings for other programs and services.
  5. District 287 will continue to bill Member Districts an administrative core fee. That fee was reduced from \$25 to \$11.50 per AMCPU in FY12. As AMCPU was changed in the 2013 legislation, the new calculation of \$12.05 is based on adjusted pupil units (APU). The core fee has remained flat since the 2011-12 school year and an increase of \$3.00 per APU is being requested.
  6. District 287 will utilize all ALC revenue that is available per statute.

7. Appropriate categories of levy dollars, including Safe Schools, Health & Safety and Lease Levy, will be available from member districts.
8. Revenue needed to fund future separation & severance obligations will be part of the rate structure for each program.

### **Expenditure Assumptions**

1. Expenditure budgets for FY16 will align with revenue projections based upon anticipated ADM's. In all program areas, the District will identify budget reductions to align with revenue projections based upon conservative ADM numbers. Enrollments will be closely monitored.
2. Budget reductions will also be necessary in areas that are impacted by program withdrawals, i.e. Itinerant Services.
3. Expenditure adjustments will be made based upon the end of grant funding.
4. Reductions will not impact the District's ability to comply with Federal and State legal mandates.
5. ALC contract revenue from Hennepin County and Minneapolis School District will be used in the ALC Plus for additional student support.
6. Levy dollars available for Safe Schools, Health & Safety and Leases will be utilized to ensure student and staff safety and to minimize impact on member districts' other general fund resources.
7. Expenditures will be aligned and prioritized so as to promote the implementation of the strategic plan and reflect changes in student demographics, e.g.: socio-economic, homeless and highly mobile.
8. Staff salaries will be budgeted at estimated FY16 amounts based on Board approved parameters for contract negotiations. Cost containment will be sought through negotiations parameters.
9. Costs associated with benefits will be budgeted at estimated FY16 amounts based on provider estimates and Board approved contracts or board parameters for unsettled contract agreements.
10. The FY16 budget will include sufficient funds to cover anticipated separation and severance payments for all current retirees as well as an amount that will build funding for future obligations as per the District's actuarial information.
11. The FY16 budget will be developed in keeping with the Board policy that states that we will "endeavor to maintain an unassigned fund balance of at least 6% to 8% of the District's General Fund operating budget, excluding operating capital programs".

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

Regular Meeting – February 26, 2015

**AGENDA SECTION:** ADMINISTRATIVE SERVICES REPORTS

**ITEM:** Staff Reduction ULA Resolution Changes for Following Year

**PRESENTED BY:** Michelle Axell, Assistant Director of Human Resources

**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: \_\_\_\_\_

Member \_\_\_\_\_ introduced the following Resolution and moved its adoption:

**RESOLUTION  
DIRECTING THE ADMINISTRATION  
TO MAKE RECOMMENDATIONS FOR REDUCTIONS  
IN PROGRAMS AND POSITIONS**

**WHEREAS**, the financial condition of the school district dictates that the School Board may have to reduce expenditures, and,

**WHEREAS**, this reduction in expenditures may include discontinuance of positions and discontinuance or curtailment of programs, and,

**WHEREAS**, a determination may be made as to which teachers' contracts and other employees' contracts may be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions;

**THEREFORE, BE IT RESOLVED** by the School Board of Intermediate School District 287 as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and make recommendations to the School Board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing Resolution was duly seconded by Member \_\_\_\_\_ and upon a vote taken thereon, the following voted in favor of the motion:

And the following voted against the motion:

Whereupon the Resolution was declared duly passed and adopted.

\_\_\_\_\_  
Clerk's Signature

\_\_\_\_\_  
Board Chair Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

February 2015  
vol 12 ♦ no 5

## Change is in the Air for the West Metro Integration District

Oprah Winfrey once said, “We can't become what we need to be by remaining what we are.” Although that line is quite simply put, it clearly describes the complicated position the West Metro Education Program (WMEP) finds itself. As WMEP contemplates changes in management for The FAIR Schools (a K-12 magnet program with one campus in downtown Minneapolis and one campus in Crystal, Minnesota), it imagines new possibilities to positively impact the region's educators, students, families and community members.



Years ago, a collaborative effort formed between Minneapolis Public Schools and suburban member districts, which later grew to include Brooklyn Center, Columbia Heights, Eden Prairie, Edina, Hopkins, St. Anthony/New Brighton, St. Louis Park, Richfield, Robbinsdale and Wayzata. Charged to address integration and equity issues between the urban and suburban metro region, WMEP fine-tuned its tactics in 2001 to include three areas: The FAIR School, professional development and student programs.

WMEP's Joint Powers Board (JPB), which consists of a board member from each participating district, has been actively engaged in exploring the future direction of WMEP. The discussion of “should we be in the business of running schools” has been looming overhead for years. Recently, the JPB has publicly communicated that they would like to use their collaboration to strengthen equity work, professional development and student programming for the region. They have expressed that the day-to-day school operations would be best managed by member districts and have examined two different options. A final decision regarding the management of the two FAIR campuses is set for February 11, 2015.

One of the options being considered is that the Minneapolis Public Schools (MPS) and Robbinsdale Area Schools (RAS) operate FAIR Downtown and FAIR Crystal respectively. An alternative option

*Continued on page 2*

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

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

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

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

Governor Dayton's recently released 2016-17 biennial budget proposal begins a four month legislative process that will culminate with the adoption of new budget by the Legislature in May. The Governor's budget was based on the November forecast, which projected about a \$1 billion budget surplus – a projection that did not account for inflation in state expenditures. The Governor continued a strong commitment to E-12 education by recommending investments of \$372 million, primarily focused on early learning and targeted initiatives to close the achievement gap. Many of the Governor's proposals are initiatives that AMSD has long supported.

However, the Governor's proposal includes just a 1% increase in the basic formula and does not include new investments in special education or recommendations from the School Facilities Financing Work Group. A 1% increase in the basic formula would be insufficient to cover inflation and would result in budget reductions for most school districts. There is reason to hope that the March forecast will show continued improvement and additional revenue available for a more robust increase in the basic formula and other AMSD priorities, such as school facilities funding reform and special education. AMSD remains committed to working with the Governor and Legislators to adopt a budget that will build on the momentum from the last biennium as we work toward the goal of establishing the World's Best Workforce.

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

# The Future of WMEP Being Explored

*Continued from page 1*

discussed was to pay another district to manage the schools while WMEP retains oversight. MPS and RAS have actively participated in these discussions along with all WMEP member district superintendents. If the JPB votes to make a change, the two campuses will see new management with either option, but the member districts are committed to make as minimal as possible changes for students and families for the next 4-5 years. “Same great school, with the same commitment to equity, excellence and the arts” is the goal.

Although The FAIR Schools became the public symbol of the district, behind the scenes (for students and families) WMEP was busy developing its position as a leader in professional development for metro area staff. Bringing in national and regional speakers, WMEP developed a strong program known as Cultural Collaborative, which was implemented in 2001. The workshops allow staff – from many districts – to be around the same table and focus on cultural competency, equity leadership, and practices/strategies for the districts, schools and the classroom. The multiple perspectives provided by this larger collective group is essential to bring about change broadly in the region and specifically in classroom.

In addition, WMEP has been actively developing and partnering with community members to offer students programs such as Elders’ Wisdom, Children’s Song, which honors the wisdom of elders and teaches children through their life stories; Dare 2 Be Real, which promotes, addresses, and discusses racial equity and anti-racist leadership; and **WMEP +**, which provides partnership experiences in the classroom and free, after-school classes for member district high school students.

By releasing the schools to member districts with the heart of the soul of the program intact, the JPB is able to focus energy on and expand professional development and student programs. The potential for these programs, as WMEP leans in further, is exciting and unique to the region.

WMEP’s Cultural Collaborative could grow into a comprehensive training center where the overarching purpose is to create, support, and develop educators to become more culturally competent and more prepared to teach in a diverse classroom setting. The training center could also grow to include student leadership programs such as Dare 2 Be Real, parent and community training opportunities, and an enhanced online presence through social media and community forums. In addition, a “think tank” could be a great resource for member district educators to problem solve and share the work of education equity and achievement.

WMEP Superintendent Keith Lester comments, “A center where we can address the important needs of equity, integration, and achievement for our member districts is crucial for the region. To take Cultural Collaborative and create from it something that adds depth of quality, experience and purpose is invaluable.”

Just as great possibilities await WMEP’s professional development, so do opportunities for students. “The truest way for integration to happen – the way it happens in real life – is to provide opportunities where students from all backgrounds work together with career, college and community organizations. These opportunities should happen along with relevant experiences in the classroom,” says WMEP Director of Partnership Development Kevin Bennett.



WMEP has opened up its partnership program that began at FAIR, to include high school students attending member district schools. **WMEP +** gives students access to, and opportunities through, such organizations as the Minneapolis College of Art and Design, the University of Minnesota Department of Art, The Loft Literary Center, Stages Theatre, and the MacPhail Center for Music, just to name a few. “When students are given access and allowed to pursue their personal passions,” Bennett continues, “their personal narratives and pathways are transformed. We have countless stories that show how developing relevant skills in an authentic and professional setting positively impacts youth.”

Enhanced student programs also include a collaboration with teen and local artists to publish stories of men of color collected through the collaboration with Larry Long and Elders’ Wisdom, Children’s Song, which will be an online resource for all educators to use. Increased strands of the Civil Rights Research Tour, created in collaboration with Robbinsdale Area Schools, can impact how we teach civil rights and social justice and in schools and the community. More Dare 2 Be Real groups have been and will continue to be established in the region and nationally. Rounding up areas of growth is Elite Pathways, a regional collaboration to increase the number of teachers of color in the state.

“The future opportunities for WMEP and the continued collaboration of member districts,” explains Lester, “enables us to provide strong, culturally competent teachers in our schools. Society depends on it and our students deserve it.”

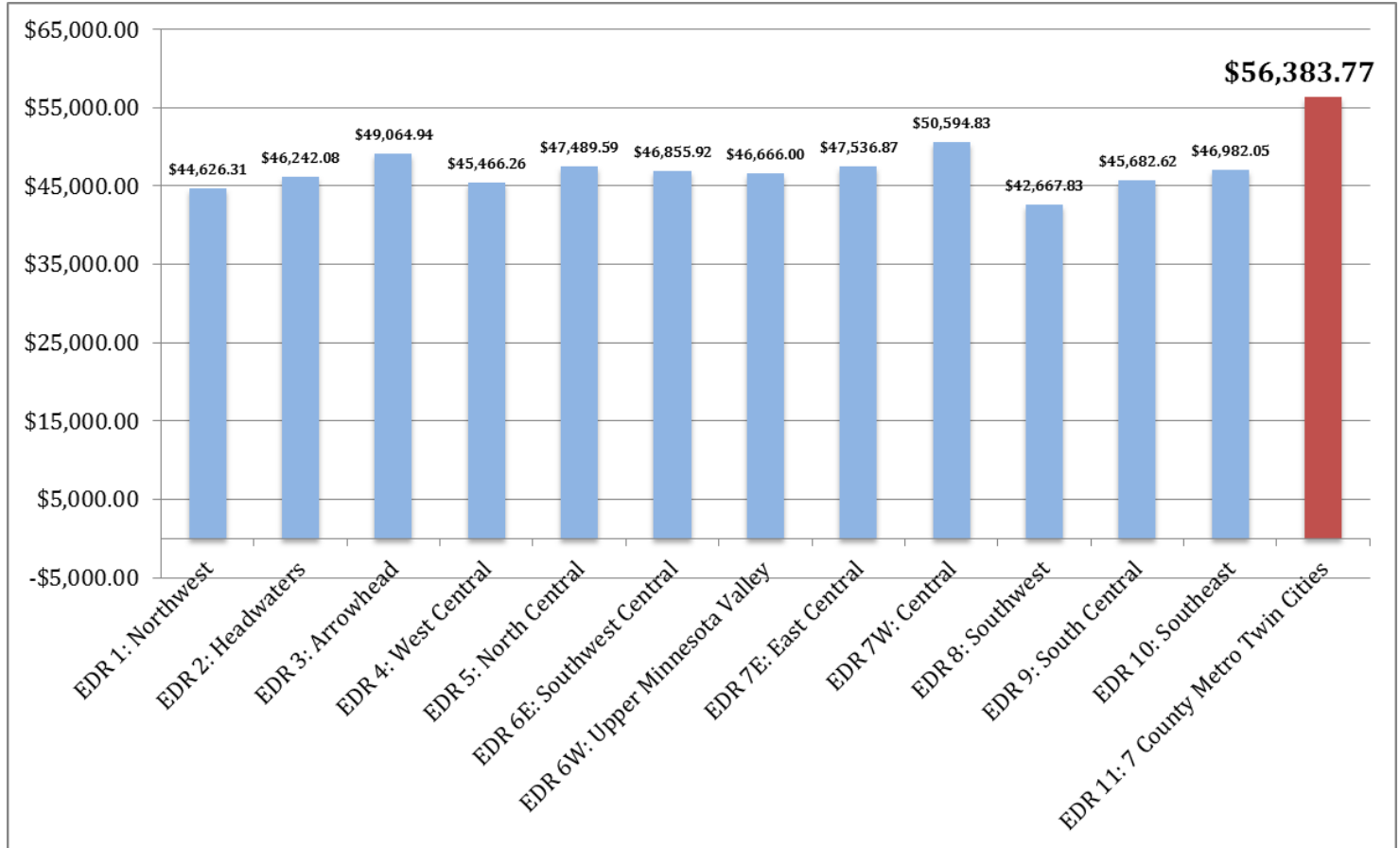
*For more information regarding WMEP and its opportunities, please check our website ([wmep.k12.mn.us](http://wmep.k12.mn.us)), Facebook (WMEP - West Metro Education Program) and Twitter (@WMEP6069). Join the conversation.*

*This month’s member spotlight was submitted by Anne Marie Arndt, Communications, West Metro Education Program.*

## Research Report Confirms Significant Cost Differentials Across Minnesota

Numerous studies over the years have shown that Minnesota school districts face significant cost differences. The most recent study, *Locating Equity: Implications of a Location Equity Index for Minnesota School Finance*, conducted by Nicola Alexander, Hyunjun Kim and Samantha Holquist from the University of Minnesota, shows that school districts face labor cost differentials as high as 41% in localities that command the highest and lowest wages. As Figure 1 shows, these findings are consistent with salary data from the Minnesota Department of Education showing significantly higher salaries for teachers in the seven county metropolitan area compared to the rest of the state.

**Figure 1: Minnesota Education Teacher Salary Averages by Economic Development Region 2011-2012**



The most recent report is consistent with previous research studies. Studies undertaken by Governor Pawlenty’s Education Funding Task Force, Augenblick, Palaich & Associates, the Hamline University School of Business and Commissioner Cassellius’ Education Finance Working Group have all verified the significant cost differentials that exist in Minnesota. In response to those studies, the 2013 Tax Bill included several recommendations proposed by the Commissioner’s Education Finance Working Group including the establishment of location equity revenue. Location equity revenue was designed to recognize the higher cost of labor in metropolitan and large non-metro school districts and lessen the reliance on the operating referendum to provide basic education programming.

The location equity levy moved \$424 per pupil of referendum revenue to a new board-approved \$424 per pupil location equity levy. For non-metro school districts enrolling more than 2,000 students, the location equity levy level was set at \$212 per pupil. The 2013 legislation also made the first \$300 of referendum authority school board, rather than voter-approved. This was applied to all school districts and guarantees that every school district had a minimum of \$300 per pupil of referendum revenue. In 2014, the Legislature changed the name of the location equity

Continued on page 4

# Cost Differences Impact Purchasing Power

*Continued from page 3*

program to the local optional revenue program and extended the \$424 per pupil level of funding to all school districts effective in FY 2016. The local optional revenue program was a significant step toward stabilizing school funding and reducing reliance on the operating referendum. However, it does not reflect geographic differences in the cost of education and the purchasing power of school districts. As the recent research report from the University of Minnesota shows, those differences are significant.

## Key Findings of the Report

- Both the comparable wage index (CWI) and the general cost of education index (GCEI) indicate that there are significant cost differences across the state of Minnesota. The comparable wage index indicates that there was a 25-percentage point difference in the wages between the highest and lowest cost communities in FY 2014. The GCEI indicates that there was a 41-percentage point difference in costs faced by school districts in localities that command the highest and lowest wages. These cost differences have an impact on the purchasing power of communities, which in turn, affect the real level of services delivered to children.
- While both methods of analyzing geographic cost differences indicate substantial cost disparities across the state, they yield different results on the counties that would be affected and the extra costs faced. This could be because the CWI is not designed to detect cost variation within labor markets; thus, all the school districts in a particular labor market would have the same CWI cost index. By contrast, the GCEI we employed in this paper refined variations in costs by incorporating the differential impact on school districts that are located in multiple counties.
- The CWI identifies 14 counties whose school districts faced higher than average costs in FY 2014: Anoka, Carver, Chisago, Dakota, Dodge, Hennepin, Isanti, Olmsted, Ramsey, Scott, Sherburne, Wabasha, Washington and Wright. School districts in these communities had average education costs ranging from 4.3 percent (Dodge, Olmsted and Wabasha counties) to 5.6 percent (the other counties) above the state average.
- The GCEI identifies eight counties whose school districts faced higher-than-average costs in FY 2014: Anoka, Carver, Dakota, Hennepin, Olmsted, Ramsey, Scott and Washington. Many school districts in these communities had costs ranging from 5 percent (Olmsted and Washington counties) to 12 percent (Hennepin County) higher than the state average.
- If we fully equalized the purchasing power of the local education revenue capped at \$424 per pupil unit for those districts that faced relatively high costs in FY 2014, the additional costs would be \$18.4 million if we applied the GCEI or \$13.7 million if we applied the CWI. Since this is a program that is a mix of local property tax levy and state aid, the proportion for which the state would be responsible would vary but be no greater than the cap.

The AMSD Platform recommends establishing an index for local optional revenue to account for regional labor cost differentials. The full version of the report is available on the AMSD web page at:

<http://www.amsd.org/research-statistics>

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

# School Board Planning Calendar January 2015 – December 2015

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

**INFORMATIONAL ITEMS TO REMEMBER:**

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

**Community use of Facilities Bucket**

<b>1<sup>st</sup> Meeting of the Month</b>	<b>2<sup>nd</sup> Meeting of the Month</b>
<b>JUNE 11, 2015</b> Read 180 & Math 180 Results Superintendents Evaluation Update	<b>JUNE 25, 2015</b> 2014-2015 Budget Approval Annual Food Service Program Resolution Financial Report May Final ULA Resolution for Licensed Staff Presentation: Strategic Plan Final (Report & DVD) Written PLC Report
<b>AUGUST 27, 2015</b> Financial Report June & July Instructional Results Report SNEAK PREVIEW of Legislative Platform Superintendent Uber Goals What Board Members Need to Know About “2014-2015 Back to School Start-Up” What Board Members Need to Know About “2014-2015 Crisis Plans”	
<b>SEPTEMBER 10, 2015</b> Work Session: A Better Way	<b>SEPTEMBER 24, 2015</b> Cultural Competency Work Financial Report August Operational Results Report
<b>OCTOBER 8, 2015</b> Student Rights & Responsibilities Policy Bucket	<b>OCTOBER 22, 2015</b> Financial Report September What the Board Needs to Know about Emergency and Crisis Plans for 2014-2015 Work , Session: Personalizing Education
<b>NOVEMBER 12, 2015</b> <i>(Only one Board meeting this month!)</i> Annual Food Service Program Resolution	
<b>DECEMBER 10, 2015</b> <i>(Only one Board meeting this month!)</i> Financial Report October Legislative Platform Prior Year Finance Review	

**INFORMATIONAL ITEMS TO REMEMBER:**

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

Community use of Facilities Bucket

**INTERMEDIATE DISTRICT 287**  
**February 26, 2015**  
**SCHOOL BOARD CALENDAR**

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 February 2015

26	Thursday	General Board Meeting	6:30PM	Board Rm
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 March 2015

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

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 April 2015

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

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

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 June 2015

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

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 August 2015

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

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

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 October 2015

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

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 November 2015

12	Thursday	General Board Meeting	6:30PM	Board Rm
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 December 2015

10	Thursday	General Board Meeting	6:30PM	Board Rm
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◆ General Board Meeting – Date Change

◆ New Event

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

*Get on the Bus & Local 2209 Breakfast Schedule*

*2014-2015*

***Local 2209 Breakfast***

***7:00 AM***

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

Ann Bremer

Carol Bomben

Michèle Kunz

Regina Neville

Karen Filla