

# **Intermediate District 287**

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**Intermediate District 287**

**Regular Meeting**

**Thursday, February 11, 2016 6:30 PM**

# Intermediate District 287

## RESPONSIVE. INNOVATIVE. SOLUTIONS

### GENERAL MEETING OF THE BOARD

Thursday, February 11, 2016

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. Organizational Board Meeting Minutes from January 28, 2016	4
4. 2. General Board Meeting Minutes from January 28, 2016	6
4. 3. Recommendation for Board Acceptance of Bid for Student Built Tiny House	8
4. 4. Request for continuation of Police Liaison Services at West Education Center	9
5. SHARE THE SUCCESS & RECOGNITION - (15 minutes) (Information)	
5. 1. School Board Recognition Week (February 15-19, 2016)	
5. 1. 1. Proclamation & Certificate	10
5. 2. February 11th Kudos!	11
5. 3. Minnesota Teacher of the Year Nominee - This item will be carried over to the Feb. 25, 2016 Board Meeting	
6. SUPERINTENDENT'S REPORT - (50 minutes) (Information)	
6. 1. Strategy 1 & 3 Presentation	12
Jenny Nelson, Donna Moe and Rachel Hicks will present updates on the progress the Strategy 1 and Strategy 3 Implementation Teams have made toward meeting results.	
6. 2. Superintendent Annual Goal	28
The Superintendent will report on mid-year progress toward her Annual Goal.	
6. 3. Appointment of Christina (Tina) Houck as Director of Special Education	34
Tina has served as the Interim Director of Special Education since last June. She now has been appointed to serve as the permanent Director of Special Education.	
7. INSTRUCTIONAL REPORT - (10 minutes) (Information)	
7. 1. Q-Comp Application Update	
Jenny Nelson will update the school board on the status of the application for Q-Comp.	
8. BUSINESS SERVICES & LABOR RELATIONS REPORT - (15 minutes) (Information)	
8. 1. Financial Report - None	
8. 2. Facilities Report	
8. 2. 1. Facilities Study Update	
Mae Hawkins, Executive Director of Business Services will present information about upcoming lease end dates and the need to plan ahead and do a Facilities Study.	
8. 3. Human Resource Report - None	
8. 4. 2209 Employee Survey	35
9. BOARD BUSINESS - (10 minutes) (Information)	
9. 1. Policy Review & Revision - None	
9. 2. Board Reports	

9. 2. 1. Chair Report - None	
9. 2. 2. AMSD Report (Ann Bremer)	
9. 2. 2. 1. February 2015 AMSD Newsletter & Special Education Position Paper	52
9. 3. District News	
9. 3. 1. School Board Planning Calendar	58
9. 3. 2. February 11, 2016 Board Event Calendar	60
9. 3. 3. 2015-2016 Get on the Bus & Local 2209/Board Breakfast Schedule	61
9. 4. Once Around the Table	
<b>10. ADJOURNMENT</b>	

**DISTRICT 287 ORGANIZATIONAL BOARD MEETING**  
**Intermediate District 287**  
**January 28, 2016**  
**MINUTES**

**1. CALL TO ORDER**

Chair Ann Bremer called the organizational meeting to order at 6:32 PM in the District Service Center Board Room.

Chair Bremer administered The Oath of Office to the attending members J. Palm, C. Bomben, R. Neville, L. Ronbeck, M. Kunz, D. Henke, N. Rowley, S. Tyrrell, N. Gores, A. Cuene, and A. Bremer.

A Roll Call was taken and a quorum was declared with twelve member districts represented and the following Board members in attendance:

286	Brooklyn Center	Jeffrey Palm
272	Eden Prairie	Carol Bomben
273	Edina	Regina Neville
270	Hopkins	Laura Ronbeck
278	Orono	Michèle Kunz
279	Osseo	Dean Henke
280	Richfield	Nancy Rowley
281	Robbinsdale	Sherry Tyrrell
283	St. Louis Park	Nancy Gores
284	Wayzata	Andrea Cuene
277	Westonka	Ann Bremer

Absent: 276/Filla

Guests: Jim Eichten

287 Administration: Sandra Lewandowski, Michelle Axell, Anne Becker, Mae Hawkins, Rachel Hicks, Christina Houck, Chad Maxa, Jennifer Nelson, and Wauneen Mgeni

287 Staff Members: Doug Booth, Bruce Mulder, and Greg Krohn

**2. Nominating Committee Report**

*Motion by Sherry Tyrrell, seconded by Dean Henke, to accept the slate of officers for January 2016-December 2016 as presented to the Board: Chair- Carol Bomben; Vice Chair-Ann Bremer; Board Clerk-Nancy Rowley and Board Treasurer-Michèle Kunz. No additional nominations. Motion carried unanimously.*

The newly elected officers took their places at the executive table.

**3. Organizational Business**

The yearly Board meeting schedule was shared, using the format of the second and fourth Thursday of the month with the exception of July, April, August, November and December, which were adjusted for Holidays and Winter Break. Dates for the year are: January 28, February 11 & 25, March 10 & 24, April 14, May 12 & 26, June 9 & 23, August 25, September 8 & 22, October 13 & 27, November 10, and December 08. *Motion by Ann Bremer, second by Regina Neville, to approve the Board meeting schedule as presented. No discussion. Motion carried unanimously.*

*Motion by Michèle Kunz, second by Nancy Rowley, to waive the necessity to recite the Pledge of Allegiance. No discussion. Motion carried unanimously.*

*Motion by Laura Ronbeck, second by Sherry Tyrrell, to appoint Mae Hawkins as Assistant Treasurer & Authorization for Payment of Claims for the Board of Education. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, second by Nancy Rowley to authorize Mae Hawkins or her designee to execute wire transfers on behalf of District 287 for January 2016-December 2016. No discussion. Motion carried unanimously.*

*Motion by Sherry Tyrrell, second by Dean Henke, to designate Morgan Stanley Smith Barney, LLC; Minnesota School District Liquid Asset Fund Plus; U. S. Bank, Mpls; Wells Fargo Bank, Mpls, Prudent Man Advisors (PMA) Financial Network, and Springsted Investment Advisors as financial institutions for depository/investment purposes for January 2016 – December 2016 and authorize the chairperson, clerk, and treasurer to sign the 'certificate of authority' for these institutions. No discussion. Motion carried unanimously.*

*Motion by Dean Henke second by Michèle Kunz, to designate MN Sun Publications, The Laker/Pioneer, and Osseo/Maple Grove Press as the official newspapers for January 2016 – December 2016. No discussion. Motion carried unanimously.*

A resolution authorizing the Superintendent of Schools, the Executive Director of Business Services, and /or the Director of Finance to execute contracts for January 2016-December 2016 school year was brought forth. *A resolution motion was made by Ann Bremer, second by Sherry Tyrrell, to waive the reading of the resolution and to authorize Superintendent of Schools, the Executive Director of Business Services, and /or the Director of Finance to execute contracts on behalf of the District and is also authorized to execute contracts that have been previously approved by the Board. No discussion. The following voted in favor: Gores, Kunz, Rowley, Tyrrell, Bomben, Palm, Cuene, Neville, Henke, Bremer, and Ronbeck. No votes against. Resolution carried.*

*Motion by Michèle Kunz, seconded by Sherry Tyrrell, recommending that Anne C. Becker, General Counsel and E. Jaynie Leung, independent contractors providing legal services to the Intermediate and other legal counsel selected by the Superintendent as necessary to conduct the business, and protect the legal interests, of the District. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, seconded by Michèle Kunz, recommending the approval of the Board Compensation. No votes against. Motion carried unanimously.* A request was made by Board member Gores to consider a survey that provide a comparison of board compensation.

An annual resolution was necessary to meet data privacy reporting requirements as set forth by the State of Minnesota. *Resolution motion by Sherry Tyrrell, seconded by Nancy Rowley, to waive the reading of the resolution and to appoint Sandra Lewandowski as responsible authority for District 287 and she is hereby authorized to take all actions necessary to assure that all programs, administrative procedures, and forms used with District 287 are administered in compliance with the provision of the current Minnesota Statute. No discussion. The following voted in favor: Gores, Bomben, Bremer, Neville, Rowley, Ronbeck, Cuene, Tyrrell, Henke, Palm, and Kunz. No votes against. Resolution carried.*

A board member roster containing contact information was shared with the Board. Members were asked to make any changes to the document and return it to Wauneen for finalization.

**4. ADJOURNMENT**

*Motion was heard and seconded to adjourn the organizational meeting of the Board. Motion carried unanimously. The meeting adjourned at 6:50 PM.*

Submitted by  
Wauneen Mgeni  
Secretary to the Board

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

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

**DISTRICT 287 REGULAR BOARD MEETING**  
**Intermediate District 287**  
**January 28, 2016**  
**MINUTES**

**1. CALL TO ORDER**

Chair Carol Bomben called the regular meeting to order at 6:50 PM in the District Service Center Board Room. A quorum was declared with the following members in attendance:

286	Brooklyn Center	Jeffrey Palm
272	Eden Prairie	Carol Bomben
273	Edina	Regina Neville
270	Hopkins	Laura Ronbeck
278	Orono	Michèle Kunz
279	Osseo	Dean Henke
280	Richfield	Nancy Rowley
281	Robbinsdale	Sherry Tyrrell
283	St. Louis Park	Nancy Gores
284	Wayzata	Andrea Cuene
277	Westonka	Ann Bremer

Absent: 276/Filla

Guests: Jim Eichten

287 Administration: Sandra Lewandowski, Michelle Axell, Anne Becker, Mae Hawkins, Rachel Hicks, Christina Houck, Chad Maxa, Jennifer Nelson, and Wauneen Mgeni

287 Staff Members: Doug Booth, Bruce Mulder, and Greg Krohn

Chair Bomben introduced new Board members Andrea Cuene from the Wayzata School District to the Board.

**2. APPROVAL OF GENERAL MEETING AGENDA**

The general meeting agenda was presented for approval. *Motion by Ann Bremer, seconded by Regina Neville, 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 December 10, 2015, Teachers on Call (TOC) Contract, Minnesota Organization on Fetal Alcohol Syndrome Grant Agreement, School Superintendents Association ad National Joint Powers Alliance – Kids Emergency Relief Program Mini Grant, Math and Science Partnership Grant and Routine Human Resources Activities for January 28, 2016. *Motion by Michèle Kunz, seconded by Sherry Tyrrell, to approve the Consent Agenda as presented. Motion carried.*

Chad Maxa, Executive Director of Technology & Innovation updated the Board on Math and Science Partnership Grant.

**5. SHARE THE SUCCESS & RECOGNITIONS**

Superintendent Lewandowski presented a Channel 12 video featuring Jon Voss, Director of Teaching & Learning and the Minnesota Partnership for Collaborative Curriculum.

Sandy announced several awards and recognition: 1) Rosie Palan, School Psychologist at Edgewood Education Center was recognized as the January 2016 Above & Beyond Honoree. 2) Intermediate District 287 was one of 17 organizations statewide awarded a 2016 Minnesota Organization on Fetal Alcohol Syndrome Grant. 3) Intermediate District 287 received the Arts Learning Grant Award, and 4) Intermediate District 287 received the School Superintendents Association and National Joint Powers Alliance – Kids Emergency Relief (AASA-NJPA) Program Mini Grant.

Superintendent Lewandowski announced that February 1-5 is National School Counselor’s Week.

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

**Financial Report**

Jim Eichten from Malloy, Montague, Karnowski, Radosevich & Co., presented a summary of the FY15 Audit. *Motion by Michèle Kunz, seconded by Dean Henke, to approve the FY15 Audit as presented. All in favor. Motion carried unanimously.* Eichten also commended the finance department for the high quality of the financial data and adherence to the budget.

Ms. Mae Hawkins, Director of Business Services, presented the monthly financial report for November 2015. *Motion by Ann Bremer, seconded by Michèle Kunz, to approve the monthly financial reports as presented. All in favor. Motion carried unanimously.*

Ms. Mae Hawkins, Director of Business Services, presented the monthly financial report for December 2015. *Motion by Carol Bomben, seconded by Ann Bremer, move to lay the question on the table. All in favor. Motion carried unanimously. Motion by Ann Bremer, seconded by Michèle Kunz, to approve the monthly financial reports as presented. All in favor. Motion carried unanimously.*

**Facilities Report – None**

**Human Resources Report – None**

**7. SUPERINTENDENT’S REPORT**

Superintendent Lewandowski updated the Board on two items: 1) Critical Conversation about Safety and Cost of Special Education, and 2) The proposed legislative platform for the Intermediate School Districts.

**8. INSTRUCTIONAL REPORT - None**

**9. BOARD BUSINESS**

**Policy Review & Revision – None**

**Closed Session**

At the recommendation of Board Chair Bomben, *a motion was made by Ann Bremer, seconded by Laura Ronbeck, the school Board may hold a closed meeting pursuant to Minn. Stat. §13D.05, subdivisions 2 and 3. All in favor. Motion carried unanimously.* The meeting was closed to the public at 8:11 PM. *A motion was made by Michèle Kunz, seconded Sherry Tyrrell, to reopen the general meeting. All in favor. Motion carried unanimously.* The general meeting reopened at 8:52 PM.

At the recommendation of Board Chair Bomben *a motion was made by Carol Bomben, seconded Dean Henke, to authorize termination of a continuing contract teacher. All in favor. Motion carried unanimously.*

**Chair Report**

Board Chair Bomben and the Board agree to forego the mid-year superintendent evaluation.

Board Chair Bomben presented a video of Board Vice-Chair Bremer accepting her “All state School Board” award.

At the recommendation of Board Chair Bomben *a motion was made by Michèle Kunz, seconded Regina Neville, to send Board member Bremer to the 76<sup>th</sup> NSBA Annual Conference. All in favor. Motion carried unanimously.*

Board Vice-Chair Bremer and Board member Kunz updated the Board on the January 12 Local 2209/Board Breakfast.

**AMSD Report - None**

**Once Around the Table**

**10. ADJOURNMENT**

*Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 9:09 PM.*

The next general meeting will be held on February 11, 2016, at 6:30 PM in the DSC Board Room.

Submitted by  
Wauneen Mgeni  
Secretary to the Board

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

Clerk \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

# Intermediate District 287

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### INTER-OFFICE MEMORANDUM

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Date: February 11, 2016

To: Sandra Lewandowski, Superintendent

From: Mae L. Hawkins, Executive Director Business Services, Gloria Wilder, Director of Finance, and Pat Harris, Purchasing Manager

**Re: Recommendation for Board Acceptance of Bid for Student Built Tiny House**

A Tiny House, built by West Education Center students during the 2014-15 school year, was advertised for sale through a formal bid process. As no bids were received, a direct bid process with advertisement by way of a website posting on tinyhouselistings.com was done. The district received one bid for purchase of the Tiny House in the amount of \$30,000.

# Intermediate District 287

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### INTER-OFFICE MEMORANDUM

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**DATE:** February 10, 2016

**TO:** Sandra Lewandowski, Superintendent

**FROM:** Christina K. Houck, Director of Special Education and Mental Health & Partnerships

**RE:** **Police Liaison Services at West Education Center**

A request for continuation of services was made so as to provide School Resource Officer (SRO) support to our West Education Center. The purpose of the contract is to provide on-site SRO services such as increasing student understanding of peace officers in the community and how best to create healthy relationships with peace officers. SRO's do this through a restorative justice practice framework. The best provider and value for the District was received from the Minnetonka Police Department, a current provider of SRO services at WEC at this time.

<u>Company</u>	<u>Building</u>	<u>Program</u>	<u>Monthly Total</u>	<u>Total Contract</u>
Minnetonka Police Department	WEC	ALL	\$14,246.71	\$170,960.50

These funds are directly coming from our Safe Schools and Special Ed budgets and are fully budgeted in the FY 2016 budget year.

Board approval of this contract is requested due to the value of the contract being in excess of \$100,000.

# PROCLAMATION

*In recognition for the Service of Board Members  
Carol Bomben, Ann Bremer, Andrea Cuene, Karen Filla,  
Nancy Gores, Dean Henke, Michèle Kunz,  
Jeffrey Palm, Regina Neville, Laura Ronbeck,  
Nancy Rowley and Sherry Tyrrell  
from  
Intermediate District 287*

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

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

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

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

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

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

*THEREFORE, I, Sandra Lewandowski, do hereby declare my appreciation to the members of the Intermediate District 287 School Board and proclaim the week of February 15-19, 2016, as **SCHOOL BOARD RECOGNITION WEEK**. I urge all citizens to join me in recognizing the dedication and hard work of local school board members. Furthermore, I urge all citizens to work with the board to build an education system that meets the needs of both today's and tomorrow's children.*

*IN OFFICIAL RECOGNITION WHEREOF, I hereby affix my signature this 11 day of February 2016.*

*Sandra L. Lewandowski*

*Sandra Lewandowski, Superintendent*

*February 11, 2016*

*Date*

# 287 KUDOS!

Feb. 11 2016  
Success & Recognition



**Intermediate District 287**

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

## **Minnesota School Board Recognition Week is February 15-19**

Intermediate District 287 proudly recognizes Feb. 15-19 as Minnesota School Board Recognition Week! We thank our 12 school board members for their commitment to 287 and passion to lead a district that serves students with unique needs.

### **Pam Beatty Nominated for Minnesota Teacher of the Year**

We are proud to recognize Pam Beatty, EBD teacher at North Education Center, as a nominee for the 2016 Teacher of the Year, sponsored by Education Minnesota.

Pam leads a classroom of six students with specialized needs. She provides students with high expectations for academic achievement and teaches students how to use appropriate social skills with their peers and adults.

# Intermediate District 287

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## INTER-OFFICE MEMORANDUM

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Date: February 11, 2016

To: Sandra Lewandowski, Superintendent

FROM: Donna Moe, Assistant Director of Research, Evaluation, and Assessment

RE: **What the Board Needs to Know About Strategy One Implementation Team**

The Strategy One Implementation team has had five meetings to date this school year. It was decided at our initial meeting to create work groups in which team member expertise would address the Action Steps of specific Results and then bring decisions back to the entire team for consensus to proceed. Below is an update on the progress of the Action Steps that the team is addressing in the 2015-2016 school year:

**RESULT 1 Update: Centralized Data Process**

*District 287 has a consistent centralized data identification and utilization process across its sites and programs.*

A team of data experts has been identified and work has begun on identifying [data inconsistencies](#) and determine rogue systems. This team will also oversee management of data flow within the district.

**RESULT 2: Indicators of Student Success**

*Indicators of student success reflect individual member district preferences.*

A Student Success Indicators Survey has been developed and will be administered to staff during the Curriculum Group meetings in February.

**RESULT 3: School Improvement Plan**

*Each site will develop a School Improvement Plan (SIP) that monitors and improves student success using a student outcome measurement system.*

A comprehensive needs assessment has been administered, the SIP framework has been created, and SIPs have been developed. Implementation and progress monitoring at the school and district level are in progress.

**RESULT 4: Data Sharing System and RESULT 5: Student Outcome System Reflects Student Needs**

*District 287 implements a data sharing system with Member Districts for the purpose of communicating their preferred student outcome indicators.*

*The student outcome measurement system reflects demonstrated readiness for lifelong learning, the world of work and successful interaction within the community through relevant student experiences within a collaborative culture that supports global best practices.*

A team has been formed that will begin to collaborate with Member Districts to determine their preferred indicators. Once determined, indicators will be incorporated into the student outcome measurement system.

[Strategy One implementation Team Results and Action Steps](#)  
[Strategy One Implementation Team Action Steps Timeline](#)  
[Strategy One Team Members and Next Steps 2015-2016](#)

# Intermediate District 287

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## INTER-OFFICE MEMORANDUM

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Date: February 11, 2016

To: Sandra Lewandowski, Superintendent

From: Rachel Hicks, Director of Communications and Public Relations

**Re: What the Board Needs to Know About Strategy 3**

Strategy 3 focuses on building a strong and consistent communications system to ensure that our diverse stakeholders, in particular Member Districts, understand the programs and services provided by Intermediate District 287.

The Strategy 3 Implementation Team, made up of 10 employees from across the district, is working towards realizing the 7 Results. The results will ensure: development of an accessible communications plan; active participation of stakeholders in implementing the plan; two-way communication and emphasis on our stakeholders' voices; that a process is designed to enact positive change; strong storytelling of 287 educational narratives; professional development for staff; and equitable communications systems and culturally relevant information.

Our goal is to realize the Results in 2020, and we are making steady progress to meet this goal. In the next year, you can expect to see stronger engagement with our diverse stakeholders, expanded communications resources for schools, staff and board members, some changes in our communications systems, and an emphasis on effective communication with diverse audiences.

Progress already achieved includes strengthening internal communications and staff recognition efforts, expansion of social media, and stronger public narrative around safety and cost (policy makers), and improvements to member district communications, such as Board Briefs.

We will continue to expand resources and tools for school board members to be strong ambassadors of 287, to share the value it brings to member districts, and facilitate communications with fellow board members and other stakeholders.



## STRATEGY 3

**Intermediate District 287**

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# Strategy 3

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STRATEGIC PLAN  
2015-2020



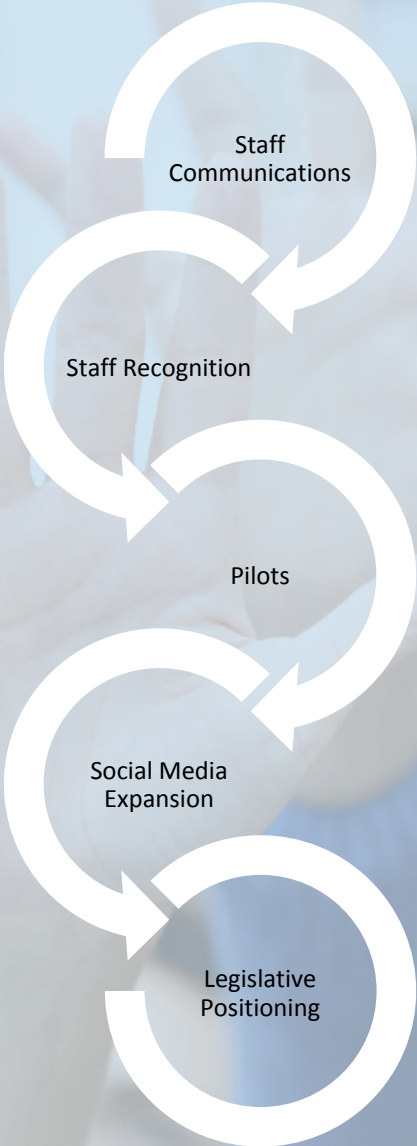
**Intermediate District 287**  
RESPONSIVE. INNOVATIVE. SOLUTIONS.

We will implement an effective, multifaceted system of communication that informs each member district about 287 programs and services so that all options are understood and considered to ensure the success of each student.

# Strategy 3



# Strategy 3: Making Strides





# Strategy 3: In the Next Year...

- Evolving Research & Analysis
- Equity Infrastructure
- Storytelling
- Website Refresh
- Increased Engagement
- Two-way Communications
- Focus on Member Districts

# Board Communications Leadership

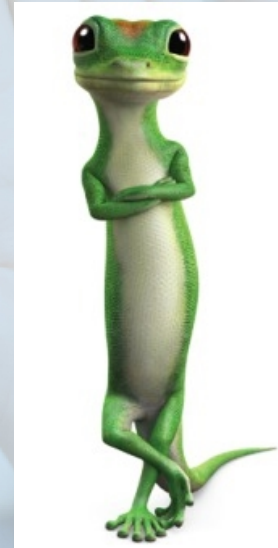


# Ambassadors

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# Communications Avenues

Type	Frequency
Board Briefs	Each Board meeting (29% open rate, 17% is industry standard)
Usage Reports	Annual
Supt-to-Supt Emails	As needed
Get on the Bus Tours	Quarterly
Board Alerts	As needed
What the Board Needs to Know	As needed

A background image showing several hands raised in a classroom setting, with bookshelves visible in the background. The image is overlaid with a light blue semi-transparent filter.

# Google Survey

*8 minutes*

***Go!***

# Board Discussion

Do you believe your board colleagues see 287 as an extension of your district?

How do you know?

# Board Discussion

Do you believe your board colleagues have a clear understanding of:

1. The value of 287 membership?
2. 287 programs & services?
3. The severity & frequency of critical incidents and relationship between safety and cost?

# Board Discussion

In what ways do you currently communicate with your board members about 287, formally and informally?



# Questions

A background image showing several hands raised in a classroom setting, with bookshelves visible in the background. The image is overlaid with a light blue semi-transparent filter.

# Google Survey

*8 minutes*

***Go!***

# Intermediate District 287

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## INTER-OFFICE MEMORANDUM

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DATE: August 27, 2015

TO: Intermediate School District 287 School Board

FROM: Sandra Lewandowski, Superintendent

RE: **Proposed 2015-2016 Superintendent Result (Goal)**

While all parts of the written responsibilities for the Superintendent will continue to be addressed and evaluated as part of the annual Superintendent evaluation, I am recommending the following additional major result (goal) as a priority area for this year:

By May 1, 2016, a norm of positive, safe, collaborative and supportive employee culture will be actively promoted by all district leaders as measured by:

- a) a district wide culture survey and
- b) implementation of a district wide safety response system.

Thank you for consideration of this proposed annual result. Please feel free to call me in advance of the August 27 board meeting if you have any questions or concerns.

# 287 Culture Update

(2015-2016 Superintendent Uber Goal)  
Progress Update 2-11-16

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Effective organizations intentionally include workplace culture as a part of their business plan. We focus on culture because we know it has a direct result on student achievement. When our employees do better, our students do better. Listening to employees and understanding their challenges allows us to better respond to barriers. Our goal is to be as responsive as possible and provide the solutions needed to support advance their work to support students.

In August of 2015, Superintendent Lewandowski announced that her 2015-16 uber goal would center on culture:

By May 1, 2016, a norm of positive, safe, collaborative and supportive employee culture will be actively promoted by all district leaders as measured by:

- a) a district wide [culture survey](#) and
- b) implementation of a [district wide safety response system](#)

## **Culture Survey**

The Comprehensive School Climate Inventory (CSCI) is a nationally-recognized school climate survey that provides in-depth information about strengths and needs. It is an empirically validated tool that has been used by hundreds of school districts to make informed decisions about culture.

The survey [measures 13 dimensions of school climate](#) in five major areas:

- Safety
- Teaching and Learning
- Interpersonal Relationships
- Institutional Environment
- Social Media

We tentatively expect the survey to be shared with staff the week after spring break, March 28-31.

## **Safety & Crisis Response**

### **District Mobile Response Team and Building Support Teams**

Implemented a Rapid Response Team to ensure quicker and more robust deployment of support in a systematic way. The teams are available daily to implement a problem solving process, ensure staff have the support and time needed to recover from the situation and participate in recovery and planning activities to promote positive outcomes for students.

After a crisis has occurred, the team facilitates team debriefings, processes the crisis event or related concerns with individual staff members, assists in following-up with families or other agencies such as Hennepin County or hospital staff, and provide guidance in planning for the student's return to school.

### **Critical Safety Incident Protocol**

Developed an critical incident protocol to be used for critical incidents at schools.

### **Safety Incident Data Tracking**

Implemented a system to track data on student and staff safety incidents.

### **Continuum of Options to Support Staff after a Critical Incident**

The support continuum includes time off, debriefing/support with 287 experts, physical check-ins (for injuries), employee assistance support during work hours, psychiatric consultation at no cost to staff, additional training in areas of interest (trauma, compassion fatigue, etc.), and option for reassignment when a staff member's safety is at risk.

### **Dedicated staffing to support safety efforts**

A new team was created to support and address student and staff safety concerns. The team includes the director of special education and mental health partnerships, the student and staff safety supervisor, the student and staff safety specialist, a licensed clinical social worker and a licensed psychologist. The team responds to critical incidents, provides support to school staff, analyzes student behavior data, connects families/school staff to appropriate resources and provides intervention supports to staff.

### **Legislative Agenda and Engagement with Policy Makers**

The Intermediate's legislative agenda focuses on several efforts to support school staff and students with disabilities and severe mental health needs. In January, we brought over a **dozen legislators and education leaders together** to discuss **school safety and mental health concerns**. Several follow-up meetings with a bipartisan group of legislators are scheduled.

### **Mindfulness**

Mindfulness Classes are being offered across the districts.

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## **Additional Efforts to Improve 287 Culture**

We know that many factors affect our school district culture. The following efforts contribute to our goals:

- [Leadership Support](#)
- [Operational Improvements](#)
- [Employee Communications & Engagement](#)
- [Professional Development](#)

### **Culture of Leadership Support**

- **Intentional presence of Service Center leadership in schools;** ability to more quickly and efficiently **provide guidance and support** when and where it's needed.
  - We've seen great results so far, including **on-the-spot problem solving, deeper engagement with staff and students, and stronger instructional practices.**
    - 60 sessions of individual coaching time with Elisabeth Lodge Rodgers for school instructional leaders
    - 70 site coaching visits with Service Center leaders
    - 11 days spent at schools for intentional site coaching time
- Instructional leaders asked to dedicate 2 days per week for "coaching days," being present and supporting staff in classrooms.

### **Improving Our Operations To Better Support Staff & Schools**

- Intentionally reviewed and **revised district wide meeting schedules** and locations in order to minimize time Instructional Leaders are out of their buildings.
- Established a partnership with Teachers On Call to **increase our substitute fill rates** and maintain a consistent pool of substitutes to serve 287 students.
- **Adjusted the school calendar** to have Curriculum Group days be a full Professional Learning Day instead of late start days, creating **additional time designated as staff directed.**
- **School Improvement Plans** now have a **shared decision making** at the school level, and the process builds the instructional leadership skills of principals.
- The **Strategic Plan** implementation teams consist of **cross representation of staff** from different sites, roles, experience and background; **decision making is based on a wider perspective** of staff compared to the previous plan; meetings take place at sites across the district, not just at the DSC allowing for it to be seen as a **district-wide initiative versus a DSC initiative.**
- Provided curriculum development support, including **mental health and SEL strategies** to **incorporate within classroom instruction.**
- **Sharing curriculum** allows staff to work off of and **build upon ideas across programs** and sites. It **generates discussion** and **new ideas** in curriculum groups and allows us to **support one another.**
- Continuing Education Relicensure Committee (CERC) adopted and rolled out KeepCertified providing an **electronic, efficient path for relicensure.**
- Two MOU's are in place with Local 2209 to **address workload/caseload and alternative pathways** issues.

- Joint application to participate in MDE's Q-Comp program between 2209 and administration to **provide additional professional opportunities and recognition for licensed staff.**

### A “Way To Go” Culture of Communications & Engagement

- Provided School Instructional Leaders **Key Messages around critical topics** in order to ensure consistent messages across district based on agreed upon processes/procedures that are being implemented across the district consistently. All divisions have been instrumental in supporting this effort. The HR team has been particularly proactive and supportive with various employment/personnel actions.
- **Java with Sandy** engagement opportunities for staff at their **home school** (authentic forum-style conversation with staff and superintendent)--previously was only at the Service Center.
- New and improved “**Above and Beyond” award**; \$500 awarded to the honoree!
- Launched new **peer-to-peer recognition** program called “**You Are Remarkable”**.
  - Over 600 recognitions this school year within the 1st month
  - Leaders using during school visits
- Promotion of **Minnesota Teacher of the Year**; we have 1 nominee: Pam Beatty!
- Created a digital **Staff Newsletter** to streamline employee communications; created tailor **superintendent and leadership message** templates.
- **School/program spotlights** now featured in our new “In The Know” all staff newsletter, and our new Board Briefs newsletter.
- Publicity of **positive news stories** via web, social media and newsletters
- Development of **Kudos! recognitions** shared at board meetings and in the Board Briefs and staff newsletters.
- Increased **social media presence** to connect, share and collaborate with staff online.

### Professional Development

- Implemented **EdCamps** to improve the personalization of professional learning for teachers and EA's.
- **Teacher leader Fridays**: Bringing all of our instructional leaders together on a monthly basis to strengthen our leadership culture, collaborate and share knowledge.

- Used **World Cafe's** to provide staff with the opportunity to share thoughts about our work environment, so steps can be taken to address changes that need to be made.
- The **New Staff Academy** is more engaging and interactive format; keeping content to the essentials for better retention of critical information.
- **Peer Coach model** allows for monthly meeting time has been used to **problem solve common issues** that have been presented by staff as requested by the Peer Coaches. **Solutions are being recommended from within and from the people who are closest to where the issues are occurring.**

# Intermediate District 287

## *Responsive. Innovative. Solutions.*

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### INTER-OFFICE MEMORANDUM

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Date: February 11, 2016  
To: Intermediate District 287 School Board  
From: Sandra Lewandowski, Superintendent  
Re: Tina Houck Appointment to Director of Special Education

I am excited to announce that Tina Houck will serve as 287's permanent Director of Special Education and Mental Health Partnerships effective February 11, 2016. Please note that this position is a consolidation of two director-level positions.

Over the past seven months in the interim role, Tina has lead important efforts to strengthen the special education referral process, improve safety response and protocols, build stronger relationships with member districts, and complete the Minnesota Department of Education Special Education Due Process Monitoring Corrective Action Plan (CAP).

Tina shared her enthusiasm for the position: "I am appreciative of the opportunity to lead 287's special education services and am committed to working collaboratively with member districts. I look forward to spearheading efforts that will realize even more positive change for students and ensure that special education programs reflect the needs of our member districts."

Tina has served in 287 since July 2013, most recently as the Director of Mental Health Partnerships. Prior to joining District 287, Tina served the Eden Prairie School District, first in the capacity of School Psychologist, and then as Director of Health and Related Services. In addition, Tina has a long history of serving in various Liaison roles with various organizations, most notably within Hennepin County Human Services.

Tina is pursuing a Ph.D. in Education from Capella University. She previously earned two Educational Specialist degrees from the University of St. Thomas and from the University of Wisconsin (2001) and a B.A. in Psychology from the University of Minnesota (1998). Tina holds numerous educational licenses including Superintendent (2015), K-12 principal (2010), Director of Special Education (2010) and School Psychologist (2002).

Please join me in welcoming Tina to the position.

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# Local 2209 Staff Survey

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# Purpose

Many concerns from members were raised to Local 2209 Executive Board including:

increased student day-student contact for licensed staff

safety of staff

preparation time

teaming time

duty free lunches

# Details

Created an online survey for all staff to access

Licensed and Non-licensed staff

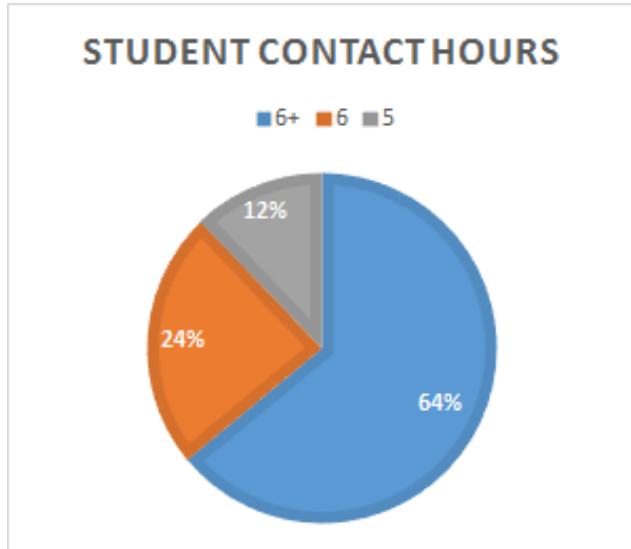
37 Responses collected over an 8 day period in October

Responses from all buildings and all instructional roles were obtained

Licensed and non-licensed filled out separate forms.

# Summative Responses-Licensed Staff

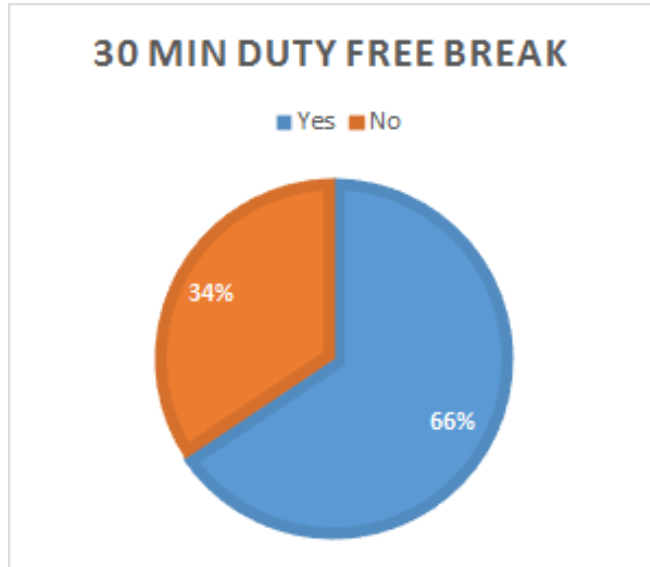
How many hours of student contact did you have?



Per contract, Licensed staff are to have 6 hours of student contact per day.

# Summative Responses-Licensed Staff

Did you get a 30 minute duty free break?

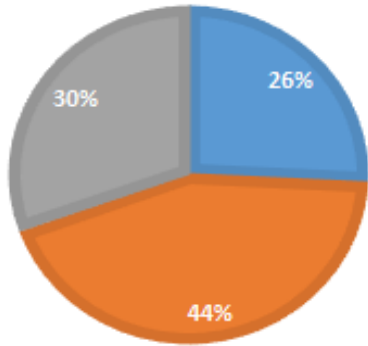


# Summative Responses-Licensed Staff

Did you get Prep time today?  
during student

**PREP TIME TODAY**

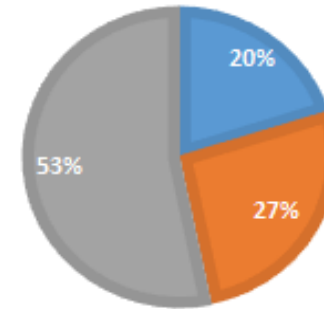
■ Yes, full ■ Yes, some ■ No



Did you get prep time

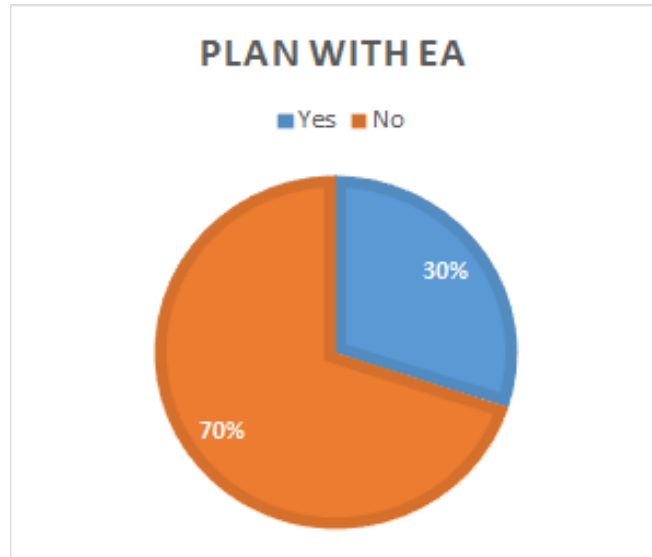
**STUDENT HOURS PREP TIME**

■ Yes, full ■ Yes, some ■ No



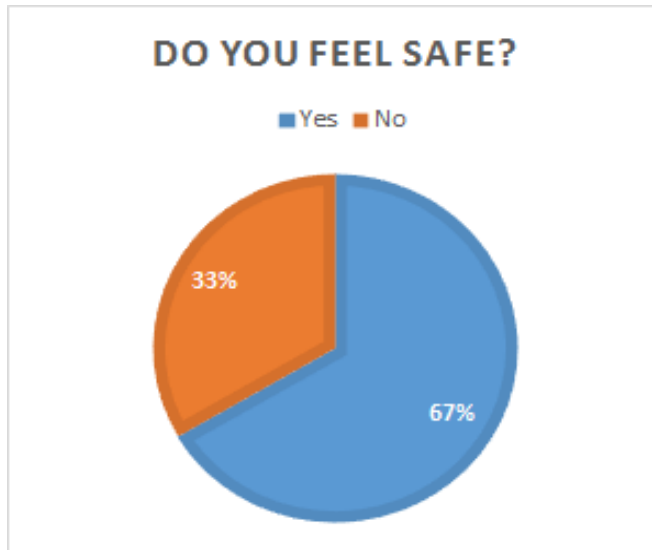
# Summative Responses-Licensed Staff

Did you have time to team or plan with EA's today?



# Summative Responses-Licensed Staff

Do you feel safe?



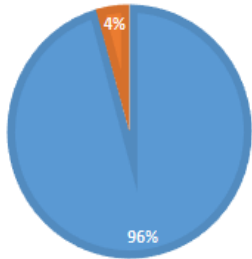
# Licensed Staff-Breakdown

How many hours of student contact did you have?

NEC

STUDENT CONTACT HOURS

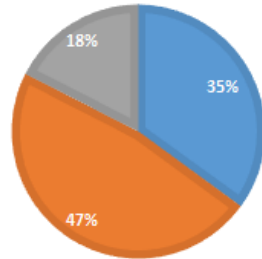
■ 6+ ■ 6



43

STUDENT CONTACT HOURS

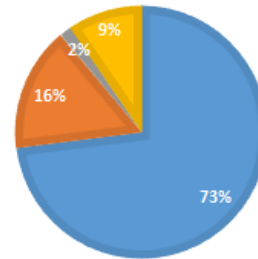
■ 6+ ■ 6 ■ 5



WEC

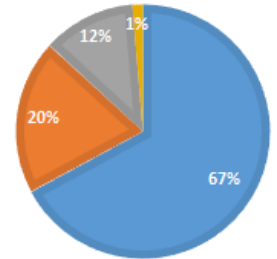
STUDENT CONTACT HOURS

■ 6+ ■ 6 ■ 5.5 ■ 5



STUDENT CONTACT HOURS

■ 6+ ■ 6 ■ 5 ■ 3



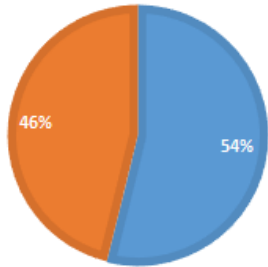
# Licensed Staff-Breakdown

Did you get a duty free 30 minute break?

NEC

30 MIN DUTY FREE BREAK

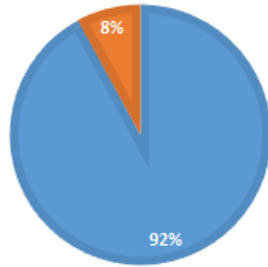
■ Yes ■ No



WEC

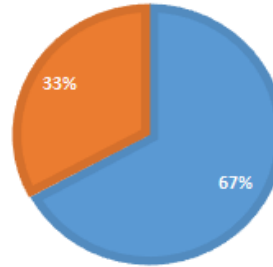
30 MIN DUTY FREE BREAK

■ Yes ■ No



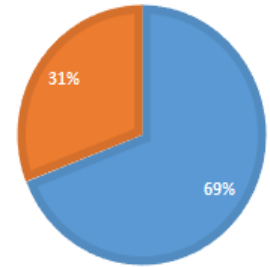
30 MIN DUTY FREE BREAK

■ Yes ■ No



30 MIN DUTY FREE BREAK

■ Yes ■ No



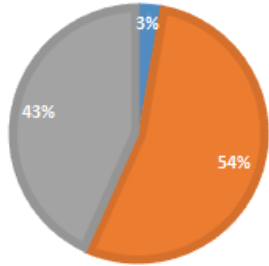
# Licensed Staff-Breakdown

Did you get prep time today?

NEC

PREP TIME TODAY

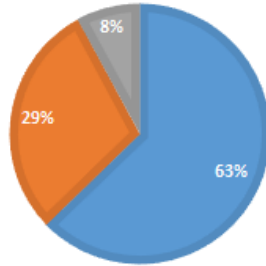
■ Yes, full ■ Yes, some ■ No



WEC

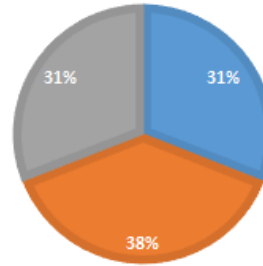
PREP TIME TODAY

■ Yes, full ■ Yes, some ■ No



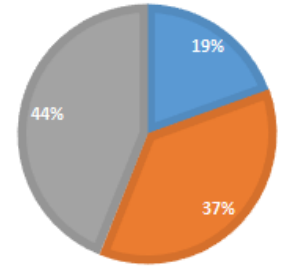
PREP TIME TODAY

■ Yes, full ■ Yes, some ■ No



PREP TIME TODAY

■ Yes, full ■ Yes, some ■ No



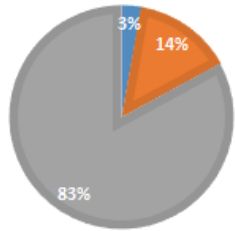
# Licensed Staff-Breakdown

Did you get prep time during student hours today?

NEC

STUDENT HOURS PREP TIME

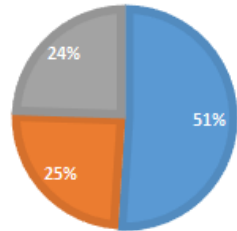
■ Yes, full ■ Yes, some ■ No



WEC

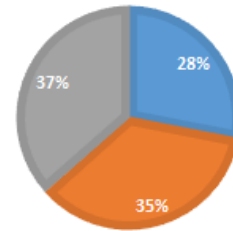
STUDENT HOURS PREP TIME

■ Yes, full ■ Yes, some ■ No



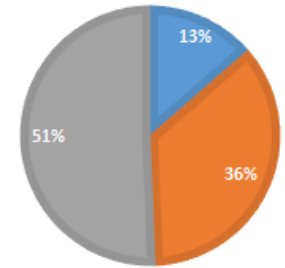
STUDENT HOURS PREP TIME

■ Yes, full ■ Yes, some ■ No



STUDENT HOUR PREP TIME

■ Yes, full ■ Yes, some ■ No

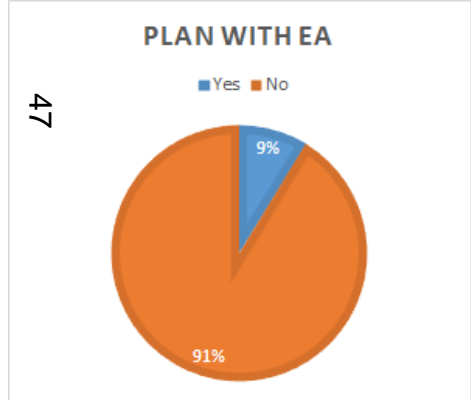


# Licensed Staff-Breakdown

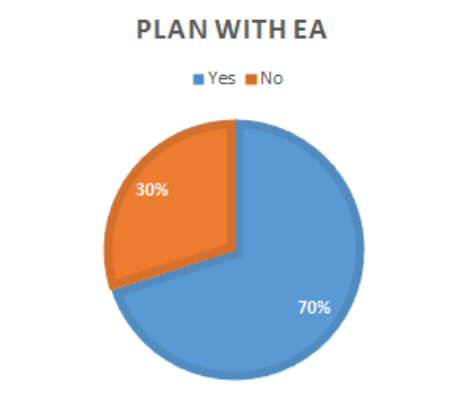
Did you get time to plan with your EA's today?

47

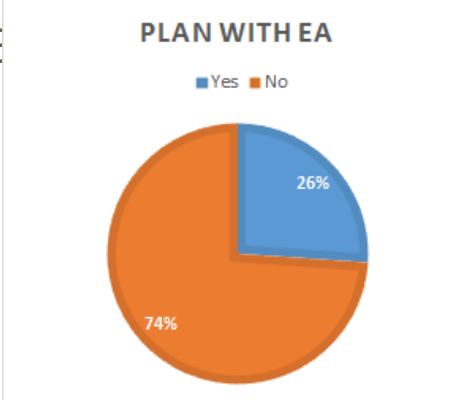
NEC



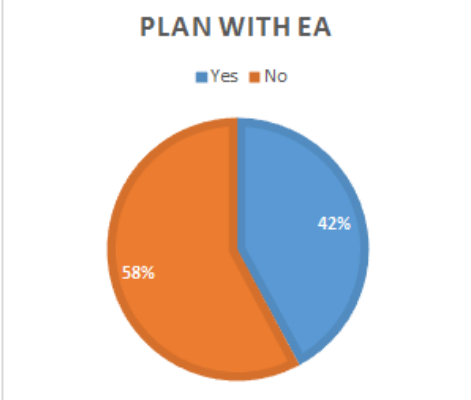
PLAN WITH EA



WEC



PLAN WITH EA



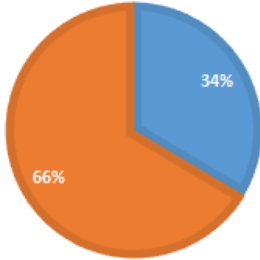
# Licensed Staff-Breakdown

Do you feel safe?

NEC

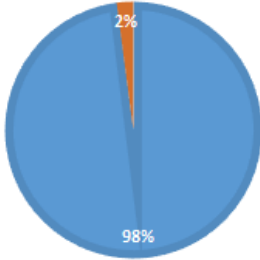
DO YOU FEEL SAFE?

■ Yes ■ No



DO YOU FEEL SAFE?

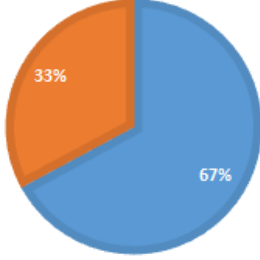
■ Yes ■ No



WEC

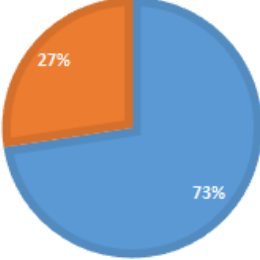
DO YOU FEEL SAFE?

■ Yes ■ No



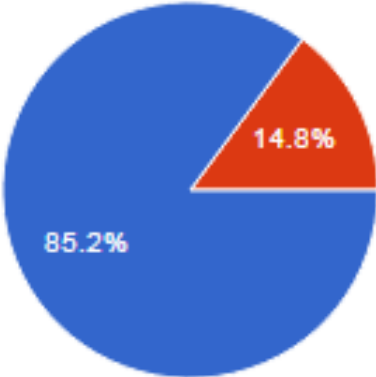
DO YOU FEEL SAFE?

■ Yes ■ No



# Non-Licensed Staff-Responses

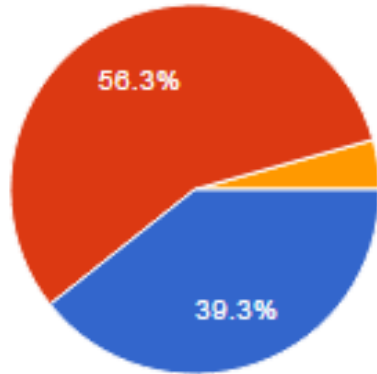
Did you get a 30 minute duty free break today?



Yes	604	85.2%
No	105	14.8%

# Non-Licensed Staff-Responses

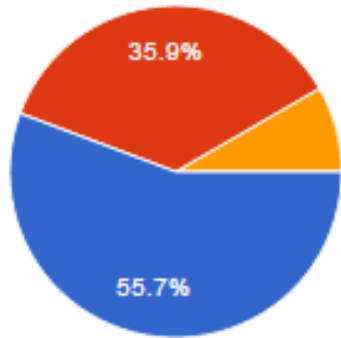
Did you have adequate time to team with licensed staff and plan for students today?



Yes	282	39.3%
No	404	56.3%
Other	31	4.3%

# Non-Licensed Staff-Responses

Are you feeling safe? If needed, did your team get time to discuss safety issues today?



Yes	400	55.7%
No	258	35.9%
Other	60	8.4%

## Facilities Master Plan for St. Paul Public Schools Meets the Needs of 21st Century Students

### February 5, 2016 Board of Directors Meeting

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

### February 26, 2016 Executive/Legislative Committee Meeting

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

### March 4, 2016 Session Preview

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

### March 18, 2016 Executive/Legislative Committee Meeting

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

When architects and engineers first designed Humboldt High School in 1909, there was no way they could have conceived that 107 years later every student in St. Paul Public Schools (SPPS) would be using iPads in the classrooms.

They couldn't have known that Humboldt would be transformed from a high school for 500 to a campus for 1,800. Or that there would be two more additions in 1924 and 1959 before it became two schools, a junior high and high school in 1976.

They couldn't have known that St. Paul Public Schools, established in 1856, 160 years later would be the state's second largest district with 39,000 students from countries around the world.

These same architects, engineers and all who would come later only knew that they were building schools whose halls would one day be filled with students and their teachers.

Fast-forward to 2014. Conversations about physical environments in SPPS evolved beyond how large a classroom is or what size the cafeteria should be. The discussions and the actions behind them are steeped with the knowledge that the buildings themselves are critical to students' education.

This knowledge and effort have shaped the district's 10-year Facilities Master Plan (FMP).

<http://facilities.spps.org/fmp>

"Thoughtful, well-designed spaces create a far greater impact in the students' education than we often realize," said Tom Parent, the district's facilities director. "By aligning how students learn with the physical environment, we believe we are truly meeting the needs of today's students and community - and those who will enter our doors in the years to come."

Though long-range planning isn't new for SPPS or any other school district, it is being done in a substantively different way this time around, Parent said.

The biggest difference is that the SPPS community had a say in what the Facilities Master Plan should look like.



Humboldt High School

### 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

AMSD's annual Legislative Session Preview program is fast approaching. This year's session preview is scheduled for Friday, March 4 from 7:30 – 10:00 a.m. and will be held in the Grand Hall in the TIES Event Center. This is always a tremendous opportunity for legislators, superintendents and school board members from AMSD member school districts to interact and discuss important education issues.

The program will include an overview of AMSD's legislative platform priorities, which are outlined in this month's research article, as well as presentations from three AMSD superintendents and a legislative panel discussion. I encourage AMSD board members and legislators representing our member school districts to attend this informative program and kick-off to the 2016 session.

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

*Continued on page 2*

# St. Paul Public Schools Looks to Approve Master Facilities Plan

*Continued from page 1*

“Having community engagement and student voices helped us define what the district’s aspiration and vision was,” said Parent. “The students were able to articulate that vision for their schools.”

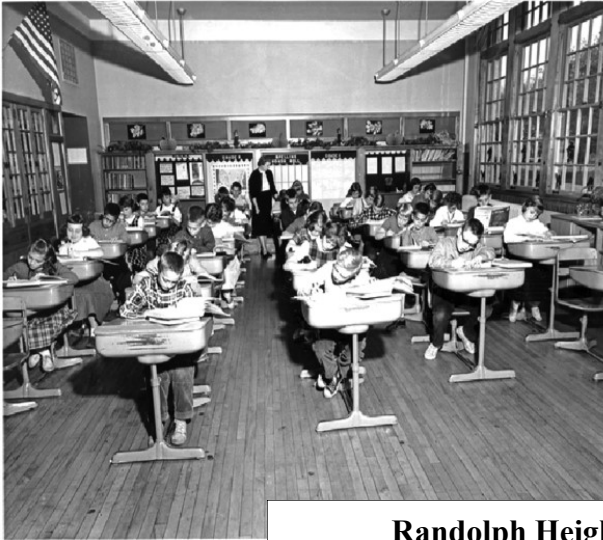
By having students and the community involved in the Facilities Master Plan, it allowed those involved to take a comprehensive look both functionally and reflectively about what schools in the 21<sup>st</sup> century need to do and what they need to look like.

Parent says it’s a balance of factors that address matters ranging from “here’s the role that food plays in creating a school culture to the way students can choose the environment that’s best for them to learn a particular topic.”

“Some of our buildings pre-date zoning codes and some of our buildings pre-date cars,” he said.

“Schools that were designed with six classrooms now have 600 students in them. They are old and were designed as industrial models.”

“Today we’re a different organization, our city is different and our students are different. With schools at the heart of our community, we have to define what that means with the community - we can’t just make decisions without them.”



**Randolph Heights in 1960 and today.**

“Today we’re a different organization, our city is different and our students are different. With schools at the heart of our community, we have to define what that means with the community - we can’t just make decisions without them.”

That means more thought goes into what makes a school a school; it goes beyond building and maintaining schools. What a school might need for today’s students and those of the future are important considerations.

In April, the Board of Education for SPPS is scheduled to vote to approve a five-year commitment that will realize part of the Facilities Master Plan vision. While some work in the plan is underway due to bonding authority that is granted by the state, the board vote will mean specific commitments can begin to happen.

The St. Paul Public Schools' Facilities Master Plan was created over 18 months and included input from students, families, teachers, administration and community members.

“Gathering all of these voices together allowed us to gain a clear picture not only of the needs of our buildings and grounds to better serve our students, but also how valued our physical resources are in the community,” said Jean Ronnei, chief operations officer for SPPS.

Although the planning phase of the FMP is complete, the real work of the plan is just beginning. Each year, there are many more requests for facilities improvement projects than the district can financially accommodate.

“The FMP is a valuable tool that gives our administrators and Board of Education relevant information to help in making decisions about how and where to direct those funds,” Ronnei added. “Instead of spreading our limited resources among many projects that make small improvements, the FMP coordinates and funnels funds into larger projects that dramatically improve our buildings in an efficient way.”

Through the FMP work, the district can see that a building that needs a new roof is also going to need new flooring in the future. Instead of doing those projects one by one, the plan allows the foresight to group resources and complete projects simultaneously.

This reduces cost for the district, improves the facilities more quickly and dramatically, and minimizes the time buildings are unavailable for community events and student learning.

The 10-year plan will ensure that school buildings are able to meet the 21<sup>st</sup> century learning needs of St. Paul Public Schools students. The district consists of 72 facilities, 7.3 million square feet of space and 465 acres of land. A key component of managing these assets proactively is through the development of the Facilities Master Plan.

*This month’s member spotlight was submitted by Toya Stewart Downey, Assistant Director, Office of Communications, Marketing & Development, St. Paul Public Schools.*

# AMSD Board Adopts 2016 Legislative Platform

The AMSD Board of Directors recently adopted its Legislative Platform for the 2016 session that will convene on March 8. In addition to the traditional focus on a bonding bill in an even-numbered session, lawmakers will consider an array of policy proposals as well as deciding how to allocate a projected \$1.2 billion budget surplus. The state budget forecast will be updated prior to the start of the legislative session, but it appears likely that the Governor and legislators will have an outstanding opportunity to make significant progress toward fulfilling the state’s responsibility to provide adequate funding for special education programs and address additional priorities to develop the World’s Best Workforce.

The Governor and legislators have made significant progress over the last two biennia to stabilize the education funding system and address persistent opportunity and achievement gaps by investing in full-day kindergarten, early learning and English learner programs.

Critical work remains, however. The basic formula continues to lag behind inflation even as expectations for our public schools rise. Despite recent improvements to equalize funding formulas, property tax inequities persist. Most significantly, Minnesota continues to fall woefully short of fulfilling its obligation to adequately fund state mandated special education programming.

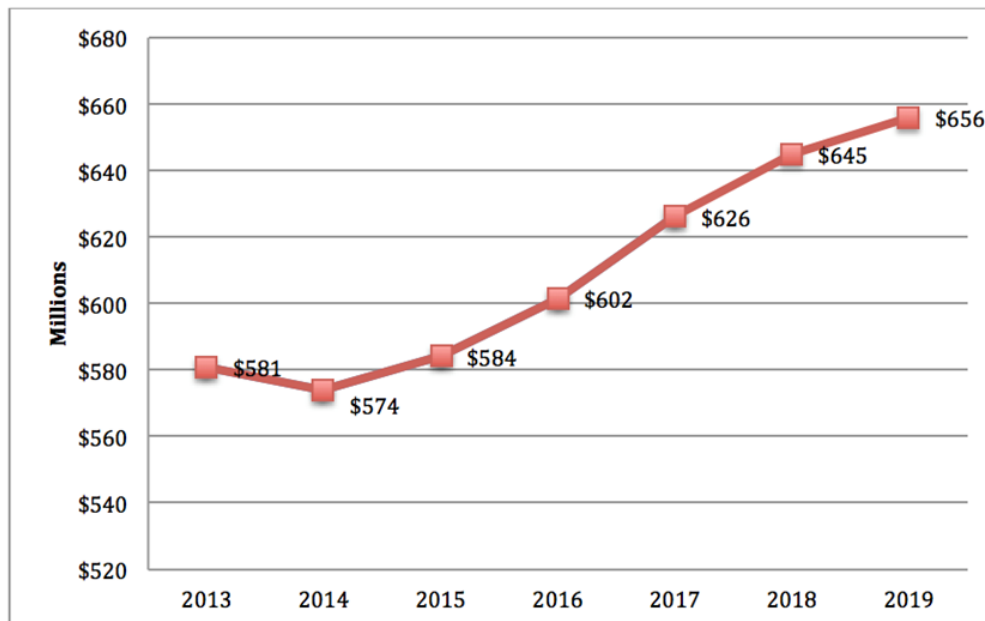
A summary of the AMSD Legislative Platform is below and the complete platform is available on the AMSD web site: <http://www.amsd.org/2016-legislative-platform>

## Stabilize Education Funding

### **Reduce the Special Education Cross-Subsidy by 25 Percent**

The latest cross-subsidy report from the Minnesota Department of Education shows that the State continues to dramatically under-fund special education. Consequently, school districts will need to re-direct over \$600 million in general education revenue to cover under-funded, state mandated special education programming in the 2015-16 school year. The cross-subsidy is projected to grow to \$656 million by FY 2019. To stabilize education funding, the Governor and Legislature should invest in special education to reduce the cross-subsidy by 25 percent.

Minnesota Special Education Adjusted Net Cross-Subsidy FY 2013-2019



Continued on page 4

# AMSD Platform Highlights Local Control and Teacher Quality

*Continued from page 3*

## **Additional Priorities to Stabilize Education Funding**

- Index the basic formula and local optional revenue to inflation;
- Allow locally-elected school boards to renew an existing operating referendum.

The basic formula is the primary source of general operating funds for school districts. The formula has lost significant ground to inflation. In fact, the basic funding formula would be \$626 per pupil higher today if it had simply kept pace with inflation since 2003.

Consequently, school districts rely on revenue received from voter-approved operating referenda to provide basic, essential services and programs for students. Once approved by the voters, locally elected school boards should have the authority to renew this critical source of revenue by a majority vote of the school board.



## **Increase Referendum and Debt Service Equalization**

Property tax levies play a critical role in funding education programs and facilities. These levies have a widely different impact on local property taxpayers depending on the property tax wealth of the school district. The Governor and legislators should address these inequities in the Omnibus Tax Bill by increasing equalization levels for the debt service and operating referendum levies.

## **Local Control and Teacher Quality**

School boards and administrators should have the flexibility to retain their most effective staff. “One size fits all” mandates stifle innovation and creativity and do not recognize the unique needs and challenges of individual school districts. In addition, the State should create incentives and alternatives to attract, develop and retain teachers, particularly teachers of color and teachers in shortage areas.

## **Increase Access to High Quality, School-Based Pre-kindergarten Programs**

Preschool education is a critical educational strategy to close the unacceptable opportunity and achievement gaps that exist in Minnesota. Research shows that school-based early learning programs provide the highest likelihood of success in preparing children to enter kindergarten with the skills, behavior and knowledge needed to progress and flourish. To expand access and build on the high quality, school-based programs already in place, the Governor and legislators should:

- Provide funding needed to ensure pre-kindergarten programs have essential components including licensed teachers, support staff, transportation and classroom space;
- Allow school districts the flexibility to design early learning programs that best meet the needs of their students and families and;
- Increase and expand the allowable uses of the building lease levy to include remodeling of existing space and building additions for instructional space to ensure school districts have sufficient classrooms.

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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, Metro ECSU (Associate Member), Minneapolis Public Schools, Minnetonka Public Schools, Mounds View Public Schools, North St. Paul-Maplewood-Oakdale School District, Northeast Metro Intermediate School District 916, Northwest Suburban Integration District (Associate Member), Orono Schools, Osseo Area Schools, Prior Lake-Savage Area Schools, Richfield Public Schools, Robbinsdale Area Schools, Rochester Public 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.



## Association of Metropolitan School Districts

1667 Snelling Ave. N., St. Paul, MN 55108 • 651-999-7325 • fax 651-999-7328 • www.amsd.org

# AMSD Position on Special Education

**The Association of Metropolitan School Districts supports increased state funding for special education to ensure that all students have the resources and opportunities necessary to achieve state and federal standards.**

## AMSD BELIEVES

- Special education services provided by Minnesota’s public schools are critical to the education and quality of life of students with special needs.
- The reductions in children’s mental health services provided by the State and County have created a system where public schools are the frontline of children’s mental health services.
- A growing number of students are coming to school with increasingly complex special education disabilities and extraordinary mental health needs.
- State special education funding and policy must ensure a safe learning environment for both students and staff.
- Minnesota schools have been leaders in providing extracurricular opportunities to special education students outside of special education funding.

## BACKGROUND

The federal government first mandated special education in 1975 when Congress required states to provide a free and appropriate education in the least restrictive environment to all children with disabilities from the ages of 3 to 21. While the 1975 law authorized federal funding of “up to 40 percent of the national average per pupil expenditure for each special education student,” the federal government has never

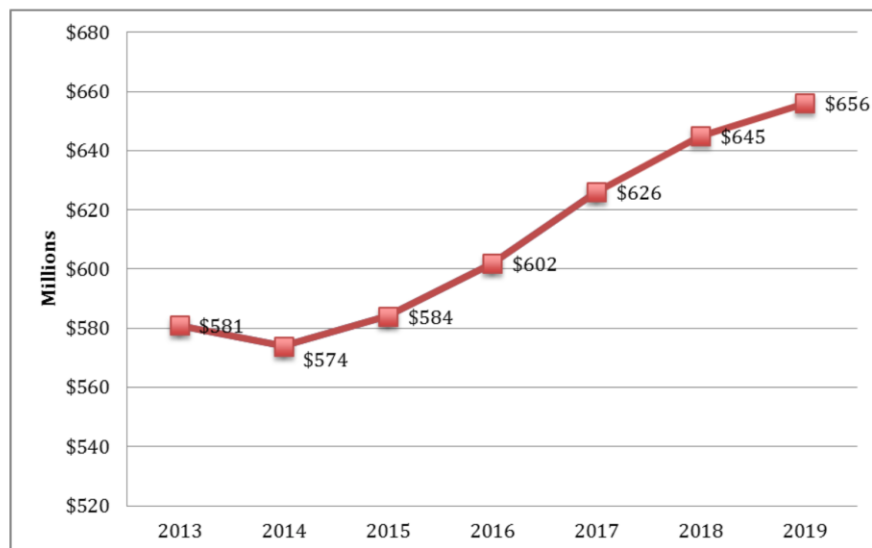
come close to that level of funding. The Special Education Expenditure Project (SEEP) estimates that it costs 1.9 times more to educate the average special education student than the average student without special needs.<sup>1</sup> According to SEEP, the federal government has never funded more than 17 percent of the national average of per-pupil expenditures. Minnesota started providing special education services in the 1950s, twenty years before the federal government mandate.

According to the Minnesota Department of Education’s FY 2014 cross-subsidy report, special education costs exceeded state and federal special education aid by almost \$377 million for AMSD member districts. The statewide cross-subsidy was \$574 million in the 2013-14 school year and is projected to grow to \$602 million by FY 2016 and \$656 million by FY 2019.<sup>2</sup> Figure 1, on the next page, shows the projected special education cross-subsidy from 2003-2019. This special education cross-subsidy is the result of federal and state mandates, inadequate state and federal funding, and the high level of services needed by and delivered to Minnesota’s special education students.<sup>3</sup>

In March of 2013, the Minnesota Office of the Legislative Auditor (OLA) released an evaluation report on special education.

# AMSD Position on Special Education

**Figure 1: Minnesota Special Education Adjusted Net Cross-Subsidy FY 2013-2019**



Source: MDE FY 2014 Special Education Cross Subsidy Report to the Legislature

Major findings of the OLA report:

- Many school districts are diverting state general education aid and referendum revenue to pay for special education costs.
- Resident school districts are responsible for the costs of special education services when one of their students enrolls elsewhere but have little control over those costs.
- There are disincentives for serving school districts to control expenses as resident school districts are responsible for 90% or more of the cost.
- Many Minnesota statutes and rules exceed federal requirements.
- MDE has a compliance monitoring process but educators find it confusing.
- The special education student population in MN has grown by 11% since 2000.<sup>4</sup>

The 2013 Legislature made some progress in addressing these findings by approving \$40 million for special education cross subsidy aid and requiring the serving school district to pay 10 percent of the costs for non-resident special education students they serve. Despite these recent actions, the graph above clearly demonstrates that the special education cross-subsidy continues to grow.

## Endnotes

<sup>1</sup> Special Education Expenditure Project, "What Are We Spending on Special Education Services in the United States, 1999-2000?" June 2004, Report funded by the United States Department of Education.

<sup>2</sup> Minnesota Department of Education, "Special Education Cross-Subsidies Fiscal Year 2014: Report to the Legislature." Available: <http://www.amsd.org/wp-content/uploads/2012/03/127A.065-Special-Education-Cross-Subsidies-Fiscal-Year-2014-2.pdf>.

<sup>3</sup>The special education cross-subsidy refers to the amount of general education revenue that a school district uses to pay for its special education program. In other words, the cross-subsidization estimate describes how much additional revenue a district needs to fund special education at the mandated level and still maintain funding for regular education programs. AMSD uses the adjusted net cross subsidy in its calculations.

<sup>4</sup> Minnesota Office of the Legislative Auditor, Evaluation Report: Special Education, available at: <http://www.auditor.leg.state.mn.us/ped/pedrep/sped.pdf>

<sup>5</sup> Recommendations for Special Education Case Load and Rule Alignment, available at: <http://www.amsd.org/wp-content/uploads/2012/03/Special-Education-Case-Load-Task-Force-Report.pdf>

## School Board Planning Calendar January 2016 – December 2016

1 <sup>st</sup> Meeting of the Month	2 <sup>nd</sup> Meeting of the Month
<b>START TIME 6:30 PM</b>	
<b>JANUARY 14, 2016</b> <b>CANCELED for MSBA</b>	
<b>JANUARY 28, 2016</b> <i>Organizational Meeting</i>	
<p>Election of Board Officers Financial Report December Oath of Office</p>	<p>Financial Report November FY15 Audit Status of Revised MOU</p>
<p>Superintendent Mid-Year Evaluation Procedure TOC - Substitute Staffing Solution: Consent Agenda and What the Board Needs to Know (Strategy 3 Update) Discussion with Board on Effective Communications with Member Districts: <a href="#">Guiding questions</a></p>	
<p><b>FEBRUARY 11, 2016</b></p> <p>Data Portability Project: Final Report from Work-group. Strategy 1 &amp; 3 Presentations MOU will be moved forward to member districts Proposed new Para-to-Teacher Program plan. Q-Comp Application Update Uber Goal Report</p>	<p><b>FEBRUARY 25, 2016</b></p> <p>Mid-year update on Big 3 Results: Student Presentation Financial Report January FY16 Budget Assumption/Program Withdrawal Report FY15 Budget Revision New Policy -First Read? Staff Reduction ULA Resolution for upcoming year Strategy 2 &amp; Measurement Implementation Team Update</p>
<p><b>MARCH 10, 2016</b></p> <p>AVID, NEC and NECA Operational Results Report Gifted Ed Innovation in 287 Presentation</p>	<p><b>MARCH 24, 2016</b></p> <p>Financial Report February FY16 Budget Reduction Realignment Proposal Program Reduction Resolution Proposed District 287 School Calendar 2016-2017 Reduction ULA for tenured staff (<i>provide names</i>)</p>
<b>APRIL 14, 2016</b>	
Summary Status Report on Board Policy & Procedure	
<p><b>MAY 12, 2016</b></p> <p>Financial Report March Food Services Report Superintendent Evaluation What the Board Needs to Know about Year 1 of Implementation of the Strategic Plan (CPT meeting 4-21-16)</p>	<p><b>MAY 26, 2016</b></p> <p>Financial Report April Gardening Presentation Probationary Licensed, and Non-Licensed Non-Renewal Resolutions 2015-16 School Improvement Plans Results</p>

<b>1<sup>st</sup> Meeting of the Month</b>	<b>2<sup>nd</sup> Meeting of the Month</b>
<p><b>JUNE 9, 2016</b></p> <p>Superintendents Evaluation Update</p> <p>Health &amp; Safety Approval</p> <p>What the Board Needs to Know About the Reduction of Restrictive Procedures?</p> <p>Annual Food Service Program Resolution</p> <p>Approval of Change to 2015-16 Calendar</p> <p>Strategic Plan</p>	<p><b>JUNE 23, 2016</b></p> <p>2016-17 Original Budget Approval</p> <p>Financial Report May</p> <p>Non-Licensed Permanent Employment Status Position Elimination Resolutions</p> <p>New Policy</p> <p>Update on Legislative Chart-</p>
<p><b>AUGUST 25, 2016</b></p> <p>Financial Report June &amp; July</p> <p>What the Board Needs to Know about number of Graduates 15-16</p> <p>Superintendent Uber Goals</p> <p>Special Education Monitoring Report</p> <p>What Board Members Need to Know About “2016-17 Back to School Start-Up”</p> <p>Information on Alternative Teacher Pay Application</p>	
<p><b>SEPTEMBER 8, 2016</b></p>	<p><b>SEPTEMBER 22, 2016</b></p> <p>Cultural Competency Work</p> <p>Financial Report August</p> <p>Operational Results Report</p>
<p><b>OCTOBER 13, 2015</b></p> <p>Student Rights &amp; Responsibilities Policy Bucket</p> <p>Learning Walks/Coaching/ DSC Presence in Buildings</p> <p>Communication with Local School Boards-How to Connect More Effectively</p>	<p><b>OCTOBER 27, 2015</b></p> <p>Financial Report September</p> <p>What the Board Needs to Know about Emergency and Crisis Plans for 2016-17</p>
<p><b>NOVEMBER 10, 2016</b></p> <p><i>(Only one Board meeting this month!)</i></p> <p>World’s Best Work Force Report</p>	
<p><b>DECEMBER 8, 2016</b></p> <p><i>(Only one Board meeting this month!)</i></p> <p>Financial Report October</p> <p>Legislative Platform</p> <p>Prior Year Finance Review</p>	

**INFORMATIONAL ITEMS TO REMEMBER:**

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

Community use of Facilities Bucket

**INTERMEDIATE DISTRICT 287**  
**February 11, 2016**  
**SCHOOL BOARD CALENDAR**

**TENTATIVE 2016 DATES**

February 2016

11	Thursday	General Board Meeting	6:30PM	Board Rm
23	Tuesday	Get on the Bus: Edgewood Education Center	8:30AM	DSC
25	Thursday	General Board Meeting	6:30PM	Board Rm

March 2016

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

April 2016

14	Thursday	General Board Meeting	6:30PM	Board Rm
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May 2016

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

June 2016

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

July 2016

No Meeting

August 2016

25	Thursday	General Board Meeting	6:30PM	Board Rm
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September 2016

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

October 2016

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

November 2016

10	Thursday	General Board Meeting	6:30PM	Board Rm
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December 2016

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

◆ New Event

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

## Get on the Bus & Local 2209 Breakfast Schedule

2015-2016

### Get on the Bus

Tuesday, February 23<sup>rd</sup>  
Edgewood Education Center  
Bus leaves 287 DSC @ 8:30 AM

Ann Bremer  
Michèle Kunz  
Astein Osei (Osseo)  
Carol Bomben  
\_\_\_\_\_  
\_\_\_\_\_

Laura Ronbeck  
Kelli Parpart (Osseo)  
Jeremy Willey (Osseo)  
\_\_\_\_\_  
\_\_\_\_\_

### Local 2209 Breakfast

7:00 AM

Tuesday, March 15<sup>th</sup>  
District Service Center  
(3<sup>rd</sup> Floor – Room 316)

Ann Bremer  
Carol Bomben  
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Michèle Kunz  
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