

# Lloyd K. Johnson

## FOUNDATION

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July 2, 2012

Duluth Public Schools-Families in Transition Program  
William Gronseth, Superintendent  
215 North 1st Avenue East  
Duluth, MN 55802

Dear William:

The Board of the Lloyd K. Johnson Foundation is pleased to inform you that a grant to Duluth Public Schools-Families in Transition Program in the amount of \$20,000 has been approved to support Spirit of Mothering.

In order to receive the grant funding, please review and sign the attached agreement and return the signed agreement to the: Lloyd K. Johnson Foundation 130 West Superior Street, Suite 520, Duluth, Minnesota 55802. A check will be mailed to your organization shortly after we receive the signed grant agreement.


Please note that these grant funds must be used substantially in accordance with the budget included with your grant application and that no substantial changes in the budget or the grant period may be made without prior written approval from the Foundation. Any funds not used for the purposes stated in the approved grant application or any unspent funds must be returned to the Foundation.

A condition of the grant agreement is that you submit a Final Report to the Foundation which includes a narrative of the progress made towards the goals described in the grant application as well as a final report of expenditures made from grant funds. The Final Report format is enclosed and is also available to download from our website ([www.lloydkjohnsonfoundation.org](http://www.lloydkjohnsonfoundation.org)).

We request that in any publicity given this grant, acknowledgement be made that the funds were received from the Lloyd K. Johnson Foundation. Please enclose copies of any publicity with your Final Report.

Congratulations on receiving funding from the Lloyd K. Johnson Foundation! If you have any additional questions, please feel free to contact me at 218.726.9000.

Sincerely,



Joan Gardner-Goodno  
Executive Director  
Lloyd K. Johnson Foundation  
218.726.9000  
[jgardner@lloydkjohnsonfoundation.org](mailto:jgardner@lloydkjohnsonfoundation.org)

cc: Deborah Wagner, Coordinator, Families in Transition

**Lloyd K. Johnson Foundation**  
**~Grant Agreement~**

**ORGANIZATION:** Duluth Public Schools-Families in Transition Program

**AMOUNT:** \$20,000

**PURPOSE:** Project Support - Spirit of Mothering

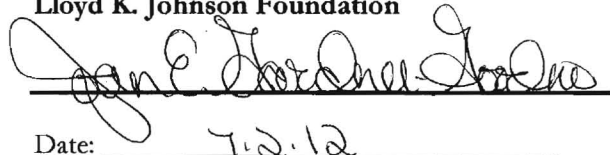
**GRANT PERIOD:** September 2012 - June 2013

1. Use of Grant Funds: You may use grants funds only as described in the approved grant application. Any significant deviation from the approved itemized budget must be approved by the Foundation prior to expenditure. Any unspent funds must be returned to the Foundation.
2. Payment of Grant Funds: The grant funds will be paid by the Foundation after receipt of the signed grant agreement according to the following schedule of payment(s): **One payment of \$20,000.**
3. Certification and Maintenance of Exempt Organization Status: You certify that you have been determined by the Internal Revenue Service to be a tax-exempt organization under Section 501 (c)(3) of the Code, and "not a private foundation", within the meaning of Code Section 509 (a), or in the absence of such a determination, that you are a state or any political subdivision thereof within the meaning of Code Section 170 (c)(1) (referred to hereafter as a "Public Charity"). You will immediately inform the Foundation of any change in or challenge to your status as a Public Charity. Furthermore, you hereby affirm that this grant will not cause you to fail to qualify as a Public Charity. You will comply with the provisions of the Code and the regulation applicable to you where such violation materially affects your ability to carry out the goals of the grant.
4. Interim Reports: In addition to a Final Report, the Foundation may require an Interim Report(s) regarding expenditures, records and progress of the grant project. Failure to provide an Interim Report indicating satisfactory progress towards defined grant outcomes may result in the Foundation withholding payment(s) until interim goals have been achieved.
5. Final Report: On or before **August 31, 2013** you will make a final report to the Foundation with respect to all expenditures made from such grant funds (including salaries, travel and supplies) and indicate the progress made towards the goals of the grant.
6. Records: You will maintain your books and records in such a manner that the receipts and expenditures of the grant funds will be shown separately on such books and records in an easily checked form. You will keep records of receipts and expenditures of grant funds as well as copies of the reports submitted to the Foundation and supporting documentation for at least four (4) years after the completion of the use of the grant funds, and will make such books, records and supporting documentation available to the

Foundation for inspection at reasonable times from the time of your acceptance of this grant through such period.

7. Acknowledgement of Support: All publicity- publications, press releases, brochures, videotapes, and other public relations materials or communication dealing with the activities and achievement of the work of the grant shall acknowledge the Foundation's support.
8. Violation of Terms; Change of Status: In the case of any violations by you of the terms and conditions of the grant, including but not limited to not executing the work of the grant in substantial compliance with the proposal, or in the event of any change in or challenge by the Internal Revenue Service of your status as a Public Charity, the Foundation reserves the right in its absolute discretion to terminate the grant. The Foundation's determination will be final and will be binding and conclusive upon you. If an Interim Report has been requested and the report is not received in a timely manner, the Foundation may withhold payment until the outstanding report is received, and may terminate the grant if any such report is not received within a reasonable time (no more than sixty [60] days) following the date on which it was due.
9. Termination: Upon termination of this grant for any reason, the Foundation will withhold any further payments of grant funds and you will repay to the Foundation any portion of the grant funds that were not spent for the grant period.
10. Future Funding: You acknowledge that the Foundation and its representatives have made no actual or implied promise of funding except for the amounts specified by this agreement. If any of the grant funds are returned or if the grant is rescinded, you acknowledge that the Foundation will have no further obligation to you in connection with this grant as a result of return or rescission. However, the foregoing is not intended to prohibit the Foundation from providing you an additional grant at the termination of the grant described in this agreement upon the submission of a new proposal, if the Foundation in its sole discretion determines that an additional grant is appropriate.
11. Modification: This agreement sets forth all terms of the grant and replaces all prior understandings and agreements. Any modification or amendment will be made only in writing signed by an authorized officer of your organization and of the Foundation.
12. Applicable Law: This agreement will be construed in accordance with the laws of the State of Minnesota.

Lloyd K. Johnson Foundation

  
Date: 7.2.12

Accepted by:

Name: 

Title: Superintendent of Schools Date: 7/5/12



## 2012-2013 Proposal for School Success

Please complete by March 5. No more than 2-3 pages for the narrative, plus an outcome data and budget page (4 totals). Thank you. Edie

Total Amount Requested: \$11,296.

ECFE PROPOSAL/RECEIVED:  
\$4360.50 = \$15,657

Brief Program /Project Name & Summary:

Duluth Head Start proposes to continue using Reflective Practice with classroom teams on a monthly basis. Reflection will be guided by a mental health consultant.

In addition, we will utilize school district teacher substitutes to assist our program coordinators who will take over the classroom supervision while teams are meeting.

Reflective Practice has allowed our teams an opportunity to develop a greater level of self awareness about their work with children and families thereby improving their service to children and families at greatest risk in our community.

Main Contact Person & phone number: Pam Rees

218-336-8815 EXT. 2985

### I. Narrative Section

1. What have you learned through the information you are collecting from prior years' evaluations? What has worked well? What are your current and future challenges?

Duluth Head Start has used funds from FSCSSLC to help build the capacity of our staff. We were able to supplement our Head Start funds to allow for us to contract with two mental health consultants who respond to parent and teacher concerns about individual children, classroom dynamics and Head Start parents.

This system has worked well. Our staff is growing their skills and competence in responding to the needs of Head Start families.

Like all social programs, Head Start struggles to meet current and increasing challenges with limited funds. We have created a staffing formula for mental health consultants, including a cut in hours, we believe will allow them to continue to support families and staff and stay within our grant funded budgets.

The exception to that is with Reflective Practice. We feel strongly about providing our classroom teams this opportunity and project that with the support of the mental health consultants in the coming year, our teams will gain the necessary tools to continue with this model without a facilitator.

2. How does this program help your agency achieve its mission as well as help the Collaborative achieve its mission (listed below)?

Our mission is: The mission of Duluth Head Start is to serve income eligible preschool children and their families. These services include opportunities to

#### Family Service Collaborative Mission

Improving the lives of children and their families by working together to provide integrated prevention and early intervention strategies

## Family Service Collaborative - Southern St. Louis County

April 4, 2012 Board Meeting @ Proctor Community center

MEMBERS PRESENT: Pam Rees, Ellen O'Neill, John Engleking, Ann Busche, Brad Johnson, Angie Miller, Laura Fredrickson, Beth Peterson, Bob Grytdahl & Staff – Edie Carr

MEMBERS ABSENT: Patty Sobczak; Kay Arola

AGENDA ITEM	DISCUSSION ITEMS	DISCUSSION - ACTION TAKEN
<b>Call to Order</b>		By Chair Bob G. @ 1:35pm <b>Please contact staff or Board Chair if you cannot attend.</b> Quorum present.
<b>Partner Updates</b> <b>Action Items</b>	Minutes  Finance Report	Motion to approve March minutes by John, 2/Brad; carried  ▪ January/February expenditures are \$121,439; year to date are \$246,232. Cash on hand as of the end of February is \$203,256. Motion to approve by John, 2/Ellen; carried
<b>Partnerships:</b> <b>School Success</b>	2012-2013 proposals	<ul style="list-style-type: none"> <li>• Last year's discussion of proposals was reviewed to help ground our decision on funding philosophy. We have not developed a new, regional project and LCTS is holding its own and didn't go down as predicted. We don't really have criteria for funding</li> <li>• Motion by Brad, 2/Ellen to approve all proposals as submitted, except for LSS truancy; YWCA-\$20,000; ECFE/Headstart-\$15,657; SOS-\$38,779; Proctor nurse-\$40,000, Counselor-\$20,000; Hermantown-\$50,000. carried</li> <li>• Motion by Ann, 2/John to fund LSS at \$90,000 for 2012-2013;(They requested \$97,500) discussion on change in approach with Duluth Schools and how is attendance increasing? Carried.</li> </ul>
<b>Strengthening Families</b>	Project HOPE	<ul style="list-style-type: none"> <li>▪ Will need to look at proposals in this category in July/August</li> <li>▪ Motion by Beth, 2/Ann to allow CAD to change the grant focus of Project HOPE to be more flexible by allowing the family advocate to work with non-custodial parents/families for the remainder of this program year; carried.</li> </ul>
	Board Positions	<ul style="list-style-type: none"> <li>▪ The At-Large "parent" member has not been attending for some time. Staff will contact and ask for resignation. Need to look at area of expertise needed that can benefit Collaborative Board.</li> </ul>
<b>Future</b>	Service Integration approach	<ul style="list-style-type: none"> <li>• <b>We are interested in changing systems, not helping folks do better at navigating our current complex systems.</b></li> <li>• An outline for a cross-agency workgroup is in place to do the end of Sept. Pam offered to assist Bob.</li> </ul>
	Adjourn	at 3:10 by common consensus



enhance social and cognitive skills, increase health and wellness and build upon family strengths.

Clearly a Head Start team that is sensitive, aware and responsive to the children and families in its care is better equipped to help facilitate the growth of families working to move out of economic poverty.

We think the same is true for the mission of the FSCSSLC. Head Start staff is charged with partnering with families to reach their self identified goals as well as to help children make growth in all areas of development. A team who is cognizant of their roles and responsibilities in building and nurturing their relationships with families is able to be a true partner in that process.

3. Describe your new and ongoing partnership and collaborative efforts to coordinate services and share resources.

Duluth Head Start is currently involved in a collaboration with all other ISD 709 early childhood programs. We are piloting a team teaching approach in some of our Head Start classrooms which brings the early childhood special education teacher and the Head Start teacher together to work with all the children in the class when a significant percentage of the children have an individual education plan or IEP. We work to coordinate trainings with our sister programs as well.

4. What will you be changing and improving in your program for the 2012-2013 year? We will be decreasing the number of mental health consultation hours overall and should this proposal be funded, we will continue to offer classroom teams a monthly Reflective Practice opportunity.

5. Describe how this program is fully funded - the other funding besides the Collaborative funding for the program/project. Duluth Head Start receives State and Federal Head Start grants. The grant projections for 2013 are: State-\$399, 211 which represents a cut of nearly \$60,000. And Federal funds totaling \$1,842,192. We are waiting to hear about a possible .72 % cost of living increase we may be eligible for from the federal government as well.

## **II. Outcome/Results Data**

Briefly summarize your outcome data/program results collected throughout the life of this program/project

We are making good progress toward our goals this year. Head Start staff are increasing their skills and capacity to respond to the great number of needs children and families present with. To date, we have received 29 requests for child observation-those numbers are the cases where a teacher and the parent agree to have the mental health consultant observe the child in the classroom and make suggestions as to how they can respond to the child's needs. This number does not include the informal work our staff and consultants do with parents on a daily basis. The bottom line here is that we are seeing to the needs of children and families in early childhood with the knowledge and hope that early intervention and attention to the

growing needs of children and their families will result in greater school success which translates to greater success in life.

## PROGRAM BUDGET SUMMARY 2012-2013

Category	Amount Requested from Family Service Collaborative	Other Sources (Donated cash, goods or services)	Total Project Budget
Contracted Wages	128 hours of mental health consultation @ \$57. Per=\$7296.	Head Start has \$54,150. budgeted for mental health consultation	\$61,446.
Substitute Costs	5 days x8 months@ \$100. Per=\$4000.	Coordinators substitute to allow for reflective practice for an estimated \$5120.	\$9120.
<b>Total:</b>	\$11,296.	\$54,660.	\$65,956.

### Family Service Collaborative Mission

Improving the lives of children and their families by working together to provide  
integrated prevention and early intervention strategies