



**School District 622**  
NORTH ST. PAUL | MAPLEWOOD | OAKDALE

*Ready for tomorrow*

# SCHOOL BOARD MEETING

## Regular Meeting

**August 22, 2017  
6:00 PM**

**Board Members:**

Caleb Anderson, Director  
Theresa Augé, Director  
Amy Coborn, Chair  
Steve Hunt, Director  
Nancy Livingston, Treasurer  
Becky Neve, Clerk  
Michelle Yener, Vice Chair

**Superintendent:**

Christine Osorio

622 Education Center  
2520 East 12<sup>th</sup> Avenue  
North St. Paul, Minnesota 55109

*District Mission Statement:*

*We commit each day to develop and empower lifelong learners who thrive in diverse communities.*

**SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT 622  
North St. Paul-Maplewood-Oakdale**

**Regular Meeting  
August 22, 2017  
6:00 PM**

**District Education Center, 2520 East 12th Avenue, North St. Paul**

**A G E N D A**

- I. Call to Order and Pledge of Allegiance**
- II. Approval of the Agenda**
- III. Public Comment**  
*An opportunity for public to comment on items pertaining to the agenda. Speakers shall complete a registration card, state their name and address, and will have between two and four minutes, depending on the number of speakers, to speak on a topic. The Public Comment section of the meeting shall last no longer than thirty minutes.*
- IV. Consent Agenda** 5  
*The Consent Agenda consists of routine items that are acted on in a single, consolidated motion without Board discussion. Board members have the option of pulling items off the Consent Agenda if they wish to discuss them or consider them individually.*  
***\*I recommend that the consent agenda items, listed below, be approved as presented.***
- A. Minutes of July 18, 2017 Business Meeting** 6
- B. Minutes of July 18, 2017 Closed Session** 9
- C. Minutes of August 8, 2017 Work Study Session** 10
- D. Routine Personnel** 11
- E. Disbursements** 15
- V. Reports**

A. Superintendent - *Osorio*

*I will verbally share a few updates regarding Back to School plans and our new PreK funding for 622.*

B. School Board - *Coborn*

1. Superintendent's Evaluation

*You evaluated me at a closed session in July. Statute requires you to give a summary of that evaluation at the next board meeting. Amy will share an executive summary of my evaluation at this meeting.*

VI. **Action Items**

A. Business Office

1. Acknowledgement of Contributions - *C. Anderson* 18

*\*I recommend that the Board accepts with appreciation the contributions presented for a 2017-2018 total of \$33,954.66.*

B. Teaching & Learning - *Mau*

1. Revision of Policy E-014 (Graduation Requirements) 20

*You first heard this policy at the June 27 work session, followed by a formal reading and presentation at the July 18 business meeting. This evening we will be looking for your approval of the policy revision.*

*\*I recommend that Policy E-014, Graduation Requirements, be revised as presented.*

2. Revision of the 2017-2018 Achievement & Integration Budget 31

*Since the initial Board approval on February 28, 2017, the manager of MDE's Achievement and Integration Program requested line item changes to the District 622 Achievement and Integration budget to clarify learning materials and professional development dollars.*

*\*\$19,200 AVID membership fee was moved from direct student services to administrative costs*

*\*\$45,000 salary for site Equity Liaisons was moved from direct student services to professional development*

*\*\$60,000 clarification of Site Allotment dollars to include "mini-grant" language*

*\*\$12,000 removed from LGBTQ consultation and redistributed to \$4,000 travel/conferences and \$8,000 professional development consulting fees*

*The overall Achievement and Integration budget amount will remain the same and the revised budget is attached to BoardBook for your review.*

*\*I recommend that the revised 2017-2018 Achievement & Integration Budget be approved as presented.*

#### C. School Board

1. Set Agenda & Location of September 26, 2017 Reflection Study Session  
*We have the date of the September 26, 2017 reflection session set as well as a start time of 5:00 p.m., but we need to take action on the agenda and location. Suggested agenda items include: Ice Breaker; and Superintendent Check In; Reports (Committees, Liaisons, Training, Conferences).*

*\*I recommend that the September 26, 2017 Reflection Study Session begin at 5:00 p.m. in Conference Room 202 of the District 622 Education Center and include the following agenda items: 1)Ice Breaker; 2)Superintendent Check In; 3)Reports.*

#### VII. Board Communications

#### VIII. Future Board Meeting Dates

- A. September 26, 2017 Reflection Study Session 5:00 p.m.
- B. September 26, 2017 Business Meeting 6:00 p.m. (Board Room)

#### IV. CONSENT AGENDA

The Consent Agenda is designed to expedite the handling of routine and miscellaneous official business of the School Board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual Board member, an item can be removed from the Consent Agenda and placed upon the regular agenda for consideration and action.

Therefore, the following resolution is recommended:

BE IT RESOLVED by the School Board of Independent School District No. 622 that Consent Agenda Items, IV.A. through IV.E., be approved as written, and a copy of the agenda items is attached to the minutes.

MOTION:

SECOND:

**INDEPENDENT SCHOOL DISTRICT 622  
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**REGULAR MEETING  
SCHOOL BOARD  
July 18, 2017**

Chair Coborn called the meeting to order at 4:30 p.m. with the following present: Chair Coborn, Vice Chair Yener, Directors Anderson, Augé, Hunt, and Superintendent Osorio. Absent: Clerk Neve and Treasurer Livingston.

Others present were: Julie Coffey, Director of Human Resources; Randy Anderson, Director of Business Services; Josh Anderson, Director of Communications & Technology Innovation; and Kim Cavallaro, Administrative Assistant.

The meeting opened with the Pledge of Allegiance led by Penny Baker.

Noting Neve's absence, Coborn appointed Yener Clerk pro tem.

Yener moved and Augé seconded the following motion, which carried on a 5 - 0 vote:

THAT the agenda be approved as presented.

The Consent Agenda was considered. Hunt requested that Item IV.E., Routine Personnel, be removed for discussion.

Augé moved and Anderson seconded the following resolution, which carried on a 5 - 0 vote:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following Consent Agenda Items, IV.A. through IV.D., and Item IV.F. be approved as written, and a copy of the agenda items is attached to the minutes.

Hunt mentioned that he had a family member listed on Routine Personnel, and therefore wished to abstain from voting. Augé moved and Anderson seconded the following resolution, which carried on a 4 - 0 vote with Hunt abstaining:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following Consent Agenda Item, IV.E., be approved as written, and a copy of the agenda item is attached to the minutes.

Osorio introduced Josh Anderson as the new Director of Communications & Technology Innovation. J. Anderson addressed the Board.

Osorio shared some highlights from the effort to increase the District’s social media presence, noting significant gains with the launching of the District 622 mobile app as well as a report on the increased use of Facebook, Twitter, Instagram, #622Proud, and the monthly Superintendent’s Blog.

Mau and Curriculum & Route 622 Coordinator Penny Baker presented the first formal reading of Policy E-014, Graduation Requirements.

Augé moved and Yener seconded the following resolution, which carried on a 5 - 0 vote:

BE IT RESOLVED that the School Board of Independent School District #622 hereby revises the following policies;

- E-000 (Mission, Vision, and Beliefs)
- E-012 (Student Promotion, Retention, and Program Design)
- E-019 (Organization of School Calendar and School Day)
- E-021 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
- E-032 (Establishment and Adoption of School District Budget)
- E-043 (Veteran’s Preference)
- E-058 (Waste Reduction & Recycling)
- E-072 (Enrollment of Nonresident Students)
- E-088 (Staff Development)
- E-089 (Assessment of Student Achievement)
- E-093 (School District Testing Plan and Procedure)
- EM-020.17 (Protection & Privacy of Pupil Records & Public Notice & Juvenile Justice System Request for Information)
- EM-020.21 (Internet Acceptable Use Policy)
- EM-020.24 (Wellness)
- EM-020.26 (Crisis Management)
- EM-020.28 (School District System Accountability)
- EM-020.29 (Instructional Curriculum)
- EM-020.30 (Curriculum Development)
- EM-020.33 (School District Curriculum and Instruction Goals)

AND adopts Policy E-098 (Unpaid Meal Charges).

Augé moved and Anderson seconded the following resolution, which carried on a 5 - 0 vote:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Eagle Point Parent Group	\$123.99	Eagle Point 5 <sup>th</sup> Grade Year End Celebrations

Bill and Molly Weiss	\$100.00	Eagle Point books and curriculum
David, Cherie and Jacque Englund	\$76.37	Eagle Point two “Buddy Benches”
Robyn Engen	Schwinn Adult 3 Wheel Bike	Next Step Transition Program

Hunt moved and Yener seconded the following resolution, which carried on a 5 - 0 vote:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board approve the District’s updated Long Term Facilities Maintenance 10 Year Plan as presented.

Coborn asked Board Members to set the time, location, and agenda for the August 8, 2017 work study session. Anderson moved and Hunt seconded the following motion, which carried on a 5 - 0 vote:

THAT the August 8, 2017 work study session begin at 4:30 p.m. in Room 202 of the District Education Center and include the following agenda items: Ice Breaker, Superintendent Check-In, Site Improvement Plan Changes, and Community Engagement for Facilities Master Planning.

During Board Communications, the following items were shared:

- ✓ Coborn reported on the Silver Lake Splash and thanked everyone who came out to support the beach.

Yener moved and Augé seconded the following motion, which carried on a 5 - 0 vote:

THAT the meeting be adjourned.

The meeting adjourned at 5:22 p.m.

\_\_\_\_\_  
Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, [www.isd622.org](http://www.isd622.org).

**INDEPENDENT SCHOOL DISTRICT 622  
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**CLOSED SESSION  
SCHOOL BOARD  
July 18, 2017**

Chair Coborn called the Closed Session to order at 5:29 p.m. for the purpose of evaluating the superintendent. Present were: Chair Coborn, Vice Chair Yener, Directors Anderson, Augé, Hunt, and Superintendent Osorio. Absent: Clerk Neve and Treasurer Livingston.

Osorio left the Closed Session at 6:35 p.m. The Board continued their dialogue, and at 7:50 p.m., Osorio returned to the room. A report of the Superintendent's Evaluation will be provided at the August 22, 2017 business meeting.

The Closed Session adjourned at 8:21 p.m.

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Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, [www.isd622.org](http://www.isd622.org).

**INDEPENDENT SCHOOL DISTRICT 622  
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**WORK STUDY SESSION  
SCHOOL BOARD  
August 8, 2017**

Vice Chair Yener called the meeting to order at 4:30 p.m. Present were: Vice Chair Yener, Clerk Neve, Treasurer Livingston, Directors Anderson, Augé, Hunt, and Superintendent Osorio. Absent: Chair Coborn.

Others present were: Josh Anderson, Randy Anderson, Kim Cavallaro, Terri Johnson, Peter Mau, and Troy Miller.

Due to Coborn's absence and the lengthy agenda, the Ice Breaker was tabled.

Superintendent Osorio began her check-in with Community Education Director Terri Johnson discussing the new Pre-K funding and what it means for District 622. As Osorio continued her report, provided a brief District data overview for 2016-2017 and highlighted new committee structures that are being launched for the 2017-2018 school year: Citizen Finance Committee; District Technology Committee; Communications Advisory Team; and changes to the Special Education Advisory.

Director of Teaching & Learning Peter Mau presented on site improvement plan changes and the new documentation process that schools will be using for site improvement planning for the 2017-18 school year.

Osorio presented her plans to engage with community stakeholders this fall regarding facilities master planning. She led a discussion with board members and shared her timeline along with detailed plans for meeting facilitation as well as how feedback data will be collected from participants.

The meeting adjourned at 5:59 p.m.

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Clerk

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# Employment

First Name	Last Name	Employed as	Building	Effective	Pay Rate	Per
Trudi	Albert	Intervention Title Education Assistant	Carver Elementary	8/28/17	\$14.05	hour
Isabella	Anderson Eggen	Pre K Curriculum & Staff Development Specialist	DEC	8/7/17	\$80,195.50	year
Angelo	Ayers	CREED EBD Teacher	John Glenn Middle School	8/28/17	\$43,399.00	year
Elizabeth	Baer	STEM Specialist	Richardson Elementary	8/28/17	\$47,074.00	year
Rebecca	Bixby	BIA	Skyview Middle School	7/24/17	\$21.85	hour
Katherine	Brazil	LPN	Cowern Elementary	8/28/17	\$19.50	hour
Devonte	Brewer	Building Paraprofessional	Tartan High School	9/5/17	\$15.91	hour
Logan	Brown	Grade 5 Teacher	Cowern Elementary	8/28/17	\$36,798.00	year
Amy	Brown	Intervention Teacher	Webster Elementary	8/28/17	\$26,521.74	year
Jill	Brown	Special Education Resource Teacher	Skyview Middle School	8/28/17	\$39,399.00	year
Sally	Butwin	Special Education Resource Teacher	Weaver Elementary	8/28/17	\$70,877.00	year
Julie	Cambronne	Intervention Title Education Assistant	Carver Elementary	8/28/17	\$13.82	hour
Shannon	Cone	Intervention Title Education Assistant	Carver Elementary	8/28/17	\$13.33	hour
Joanne	Cullen	Intervention Title Education Assistant	Cowern Elementary	8/28/17	\$13.33	hour
Michelle	Cummings	Intervention Teacher	Oakdale Elementary	8/28/17	\$21,023.94	year
Emily	Eichstadt	5th Grade Teacher	Weaver Elementary	8/28/17	\$36,798.00	year
Arthur	Errickson	MN Teacher	Oakdale Elementary	8/28/17	\$58,177.00	year
Holly	Forsberg	Parent Volunteer Coordinator	Weaver Elementary	8/24/17	\$14.20	hour
Marina	Frascone	Pre K Instructor	Beaver Lake	8/23/17	\$44,000.00	year
Samrawit	Gebremichael	Cultural Academic Support Specialist	Maplewood Middle School	8/28/17	\$20.00	hour
Karli	Gilbertson	Grade 5 Teacher	Weaver Elementary	8/28/17	\$41,991.00	year
Delen	Hanson	Bicultural Lisason - Spanish	District Wide	7/25/17	\$21.85	hour
Sadia	Hassan	Intervention Math Education Assistant	Richardson Elementary	9/5/17	\$13.47	hour
Jodi	Heinzen	Math Teacher	Tartan High School	8/28/17	\$21,198.41	year
Mallory	Hoch	.4 Language Arts/.4EL Teacher	North High School	8/28/17	\$29,438.40	year
Natalie	Hopkins	Special Education Resource/FAN Teacher	Webster/Cowern	8/28/17	\$57,692.00	year

Damian	Johnson	Student Affairs Specialist	North High School	8/28/17	\$27.00	hour
Damian	Johnson	Cultural Academic Support Specialist	North High School	8/28/17	\$20.00	hour
April	Johnson	MTSS Education Assistant	Oakdale Elementary	9/5/17	\$14.05	hour
Jasmine	Jones	Intervention Title Education Assistant	Carver Elementary	8/28/17	\$14.05	hour
Laura	Kaschmitter	MTSS Education Assistant	Castle Elementary	9/5/17	\$14.05	hour
Don	Lee	Head Spring Golf Coach	Tartan High School	3/20/2017	\$4,636.44	Per Assign.
Joanna	Lopez	Avid Lead tutor	North High School	8/22/17	\$20.00	hour
Kari	Lowe	American Sign Language Teacher	Tartan High School	8/28/17	\$36,798.00	year
Michelle	Lunquist	Intervention Math Education Assistant	Maplewood Middle School	8/28/17	\$14.57	hour
Mary	Lutz	Intervention Title Education Assistant	Carver Elementary	8/28/17	\$13.33	hour
Jessica	Northouse	Water Safety Aid	District Wide	7/28/17	\$9.50	hour
Elizabeth	Olson	Building Paraprofessional	Maplewood Middle School	9/5/17	\$14.85	hour
Preston	Parker Jr	Building Paraprofessional	Maplewood Middle School	9/5/17	\$15.19	hour
Jody	Rademaker	Intervention Math Education Assistant	Carver Elementary	8/28/17	\$13.47	hour
Corrine	Ravenwald	LPN	John Glenn Middle School	8/28/17	\$24.00	hour
Jerome	Schwalach	Student Support Specialist	Skyview Middle School	9/7/18	\$15.40	hour
Tarniscia	Scott	1:1 SPED Paraprofessional	John Glenn Middle School	9/5/17	\$14.51	hour
Jessica	Sorgaard	Pre K Education Assistant	Webster	8/28/17	\$14.57	hour
Vicki	Strandberg	CID Teacher	Tartan High School	8/28/17	\$72,905.00	year
Alison	Stueber	Special Education Resource Teacher	Richardson Elementary	8/28/17	\$40,137.00	year
Katalina	Thao	Building Paraprofessional	John Glenn Middle School	9/5/17	\$14.85	hour
Beth	Thibodeau	MTSS Education Assistant	Cowern Elementary	9/5/17	\$13.33	hour
Galen	Walker	Assistant Arena Supervisor	Arenas	8/21/17	\$50,000.00	year
Stephanie	Weiler	ECSE Teacher	Beaver Lake	8/28/17	\$38,099.00	year
Jill	Whalen	Special Education Teacher	Castle Elementary	8/28/17	\$38,750.00	year
Nancy	Young	MTSS Education Assistant	Cowern Elementary	9/5/17	\$13.47	hour

## Status Change

First Name	Last Name	From	To	Effective	Pay Rate	Per
Barbara	Buresh	.56 Title EA	.65 Title EA	9/5/17	\$14.24	hour
Paula	Clegg	.20 Art Teacher	1.0 Art Teacher	8/28/17	\$59,471.00	year
Julie	Johnson	.56 Buiding Paraprofessional	.81 Building Paraprofesional	9/5/17	\$16.85	hour
Malaine	Johnson	.81 EBD Paraprofessional	.75 Job Coach Paraprofessional	9/5/17	\$15.91	hour
Nyberg	Karen					
Kristine	Lepel	.75 1:1 SPED Paraprofessional	.81 SPED Paraprofessional	9/5/17	\$15.19	hour
Evan (Justin)	Leung	Avid Tutor	Avid Lead Tutor	8/14/17	\$20.00	hour
Celeste	Loibl	.60 ECSE Paraprofessional	.675 ECSE Paraprofessional	9/6/17	\$18.35	hour
Janice	Moor	Ac site Manager 11 Month	Site Manager 12 month	8/1/17	\$21.30	hour
Margaret	Ohlhauser	.60 ECSE Paraprofessional	.675 ECSE Paraprofessional	9/6/17	\$18.85	hour
Marco	Palacios-Medina	Bicultural Liason	Check and Connect Specialist	8/28/17	\$45,900.00	year
Amanda	Pfarr	AC site Manager 10 Month	Site Manager 12 month	8/28/17	\$18.03	hour
Dan	Rebek	Fan Para	BIA	8/28/17	\$21.85	hour
Judy	Stein	.675 Building Education Assistant	.50 Intervention Education Assistant	8/28/17	\$16.37	hour
Debra	Toronto	0.25 AC SN Paraprofessional/.60 ECSE Paraprofessional	.60 ECSE Paraprofessional	8/4/17	\$18.35	hour
Wendy	Vlasich	.70 ECSE Physical Therapist	.75 ECSE Physical Therapist	7/1/17	\$48,601.50	year
Stephanie	Woodbury	.8125 Receptionist	1.0 Secondary School Secretary Grade IV 10 month	8/14/17	\$16.71	hour
Ying May	Yang	.73 Education Assistant	.625 Intervention Education Assistant	8/28/17	\$17.12	hour

## Leave of Absence

First Name	Last Name	Assignment	Building	Leave Type	Dates
Randall	Tappe	Social Studies Teacher	Maplewood Middle	Special	8/28/2017 - 6/8/2018

## Resignation

*	First Name	Last Name	Assignment	Building	Effective
	Jessalyn	Akerman-Frank	American Sign Language Teacher	North	7/24/2017
	Jennifer	Bauer	CID Teacher	Skyview Elementary	6/13/2017
	Rachel	Erickson	Science Teacher	North	6/12/2017
	Erick	Erlandson	EBD Paraprofessional	Harmony	8/3/2017
	Catherine	Foster	Special Ed Resource Teacher	Weaver	7/24/2017
	Nicholas	Fuerst	Special Ed Resource Teacher	Tartan High School	7/17/2017
	Megan	Gauer-Kloos	Check and Connect Specialist	Weaver/Webster	7/19/2017
	Lawrence	Gold	PT Bus Driver	Bus Garage	7/27/2017
	Patricia	Harper	ECSE Paraprofessional	Beaver Lake	8/7/2017
*	Teresa	Hei	Science Teacher	Tartan High School	6/30/2017
	Kari	Johannessen	Social Studies Teacher	North	8/7/2017
	Joseph	Johannessen	Preschool Education Assistant	Beaver Lake	8/1/2017
	Kyle	Johnson	Supervisor Transportation	Bus Garage	8/19/2017
	Joanne	Karch	Transition Teacher	Next Step	7/26/2017
	Dean	Kern	Grade 5 Teacher	Cowern	6/30/2017
	Jacob	Law	EL program specialist	DEC	7/28/2017
	Karen	Mahr	Early Childhood & Family Programs Receptionist	Beaver Lake	7/17/2017
*	Penny	Meringdol	Night Custodian	Tartan High School	9/1/2017
	Megan	Oss	Building Paraprofessional	Skyview Elementary	7/6/2017
	Mark	Paulsen	Art Teacher	North	7/11/2017
	Hillary	Pechacek	BIA	Carver Elementary	7/31/2017
	Timothy	Ramerth	Special Ed Resource Teacher	Webster	7/31/2017
	Kimberly	Roush	1:1 Special Education Paraprofessional	Eagle Point	8/3/2017
	Terry	Schmidtke	Lunchroom/Playground Paraprofessional	Skyview Elementary	6/9/2017
*	Patricia	Steingruebl	Grade 1 Teacher	Skyview Elementary	7/14/2017
*	Randall	Tappe	Social Studies Teacher	Maplewood Middle	6/30/2018
	Theresa	Zietlow	Building Paraprofessional	John Glenn	8/3/2017

## Termination

First Name	Last Name	Assignment	Building	Effective
Samantha	Goers	1:1 Paraprofessional	Oakdale Elementary	6/8/17

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

WIRE TRANSFERS

07-01-17 thru 07-31-17

DATE	FROM	TO		REASON
07/03/17	P M A	HEALTH PARTNERS	\$205,083.00	MEDICAL CLAIM FEES
07/03/17	P M A	PREMIER BANK	\$1,000,000.00	A/P - P/R*
07/03/17	PREMIER BANK	DELTA DENTAL	\$131,804.00	MONTHLY PAYMENT
07/03/17	PREMIER BANK	STATE OF MINN.	\$97,523.00	PAYROLL TAX
07/05/17	PREMIER BANK	HEALTH PARTNERS	\$111,311.00	HEALTH CLAIMS
07/07/17	P M A	PREMIER BANK	\$500,000.00	A/P - P/R*
07/07/17	PREMIER BANK	ANNUITY COMPANIES	\$429,163.00	PAYROLL PAYABLES
07/10/17	PREMIER BANK	CORPORATE HEALTH	\$14,544.00	FLEX PROCESSING
07/10/17	PREMIER BANK	SELECTACCOUNT	\$207,618.00	FLEX PROCESSING
07/10/17	PREMIER BANK	HEALTH PARTNERS	\$366,949.00	HEALTH CLAIMS
07/12/17	P M A	PREMIER BANK	\$3,300,000.00	A/P - P/R*
07/13/17	PREMIER BANK	STATE OF MINN.	\$5,359.00	UC TAX
07/14/17	PREMIER BANK	IRS	\$256,647.00	PAYROLL TAX
07/14/17	P M A	PREMIER BANK	\$1,000,000.00	A/P - P/R*
07/14/17	PREMIER BANK	CORPORATE HEALTH	\$3,438.00	FLEX PROCESSING
07/17/17	PREMIER BANK	STATE OF MINN.	\$40,503.00	PAYROLL TAX
07/17/17	PREMIER BANK	HEALTH PARTNERS	\$238,473.00	HEALTH CLAIMS
07/17/17	PREMIER BANK	PITNEY BOWES	\$3,000.00	POSTAGE
07/18/17	PREMIER BANK	IRS	\$4,240.00	ACA TAX
07/20/17	P M A	PREMIER BANK	\$2,000,000.00	A/P - P/R*
07/21/17	PREMIER BANK	ANNUITY COMPANIES	\$167,430.00	PAYROLL PAYABLES
07/24/17	PREMIER BANK	HEALTH PARTNERS	\$350,563.00	HEALTH CLAIMS
07/27/17	P M A	WELLS FARGO	\$2,057,288.00	DEBT SERVICE
07/27/17	P M A	US BANK	\$233,098.00	DEBT SERVICE
07/27/17	P M A	PREMIER BANK	\$100,000.00	A/P - P/R*
07/28/17	P M A	PREMIER BANK	\$1,000,000.00	A/P - P/R*
07/31/17	PREMIER BANK	SELECTACCOUNT	\$33,225.00	FLEX PROCESSING
07/31/17	PREMIER BANK	IRS	\$227,894.00	PAYROLL TAX
07/31/17	PREMIER BANK	HEALTH PARTNERS	\$196,488.00	HEALTH CLAIMS
07/31/17	PREMIER BANK	MISCELLANEOUS	\$5,864.00	MISCELLANEOUS
		TOTAL	<u>\$14,287,505.00</u>	

\* TO COVER ACCOUNTS PAYABLE OR PAYROLL CHECKS

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

INVESTMENTS

DEPOSITORY	TYPE	RATE	PURCHASED	AMOUNT
MSDLAF OTHER FUNDS	MM	0.93%	(BALANCE AT 08-09-17)	\$233,314.00
P M A SECURITIES OPERATING FUNDS	VARIOUS	0.88%	(BALANCE AT 08-09-17)	\$27,147,975.00
P M A SECURITIES OPEB BONDS	VARIOUS	1.94%	(BALANCE AT 08-09-17)	\$12,303,109.00
ASSOCIATED BANK EQUITY INVESTMENTS	EQUITY	1.14%	(BALANCE AT 08-09-17)	\$1,400,546.00
				<u>\$41,084,944.00</u>

IV. DISBURSEMENTS

State statutes require school boards to provide for payment of just claims and also require that a list of electronic fund transfers be submitted to the school board at its next regular meeting. This action will authorize payment of audited and allowable claims, purchase of investments, transfers to the payroll account, and transactions by electronic fund (wire) transfers.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following disbursements and transfers be approved:

General Fund	\$ 5,835,665.00
Food Service	140,696.00
Community Service	179,589.00
Building	0.00
Debt Redemption	0.00
Trust	76,679.00
Internal Service Fund Health Insurance	43,537.00
OPEB Benefits Trust	800.00
	<hr/>
A/P Checks Disbursed (07-01-17 thru 07-31-17)	\$ 6,276,966.00
Payroll Disbursed - Net (07-01-17 thru 07-31-17)	\$ 1,309,784.00
Wire Transfers (07-01-17 thru 07-31-17)	\$ 14,287,505.00
Investments on 08-09-17	\$ 41,084,944.00

ACKNOWLEDGEMENT OF CONTRIBUTIONS

Minnesota Statute 123B.02 permits school boards to “...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof.”

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Eagle Point Parent Group	\$8,923.86	Eagle Point Elementary field trips, classroom curriculum and materials
Susan Tvedten	Exercise Trampoline	Eagle Point Special Education program
Cowern PTG	\$18,446.89	Cowern Elementary upgrading technology
House of Prayer	27 backpacks filled with school supplies	Cowern Elementary
Anonymous	School supplies	Castle Elementary
Lisa Glaus	Bags, wipes and Kleenex	Castle Elementary
Half Price Books	Classroom reading materials	Maplewood Middle School
Steve & Mary Miller	\$500.00	Maplewood Middle – classroom supplies
Sharon and Cliff McGinnis	School supplies	Weaver Elementary
John Zakroczymski, Grand Knight #04967	\$2,196.50	Community Bridge
Xperience Fitness	4 sets of 5-75 lbs. dumbbells; 2 sets of 80–100 lbs. dumbbells; 14’5” x 8”4” projector screen	Tartan Activities Department
Constance Hall	7 back packs and miscellaneous school supplies	Richardson School
Truist	\$42.32	Meals on Wheels
Michael Testa	\$50.00	Meals on Wheels
Cathy Karsten	School supplies	Harmony Learning Center
Knowledge Bowl Booster Club	\$959.73	North High Knowledge Bowl Team
Connie Hall	Back packs and school supplies	North High School
Costco (Woodbury)	175 backpacks	ISD 622 Students
Khrisslyn Goodman & Alicia Waeffler	Datapalooza (Preschool) lanyards	Dist. 622 MTSS professional development
Sarah and Antony Defonseka	\$400.00	Next Step programming
Matt Mejia	\$25.00	Next Step programming
Andy Hertel	\$100.00	Next Step programming
Gary and Nancy Hertel	\$50.00	Next Step programming
David Ogura	\$75.00	Next Step programming
Michael and Beth Domlers	\$50.00	Next Step programming
Kari and Tim O’Brien	\$20.00	Next Step programming
Kathy and Jerry Czechs	\$40.00	Next Step programming

Kathy and Marty Caron	\$30.00	Next Step programming
Sue Peterfeso	\$100.00	Next Step programming
Jenny Wood	\$30.00	Next Step programming
Joe and Mindy Peterfeso	\$50.00	Next Step programming
Tracy and Evan Ziegler	\$30.00	Next Step programming
Bill Ogura	\$400.00	Next Step programming
Doug Franzwa	\$50.00	Next Step programming
Victoria and Justin Young	\$80.00	Next Step programming
Jesse and Maija Peterfeso	\$100.00	Next Step programming
Mary Lou Peterfeso	\$100.00	Next Step programming
John Engle	\$25.00	Next Step programming
Jack Engle	\$100.00	Next Step programming
Jane Engle	\$100.00	Next Step programming
Mary and Don Liljedahl	\$50.00	Next Step programming
Mary Ogura	\$50.00	Next Step programming
Rick and Ann Rau	\$75.00	Next Step programming
Lisa Liljedahl	\$50.00	Next Step programming
Wendy Surprise	\$30.00	Next Step programming
Curl and Judy Ranch	\$50.00	Next Step programming
Kathy and John Kimlinger	\$20.00	Next Step programming
Craig Arends	\$40.00	Next Step programming
Neil Fasen and Sarah Warren	\$100.00	Next Step programming
Penny Tonry	\$25.00	Next Step programming
Teresa and Michael Tennis	\$25.00	Next Step programming
Cynthia Arends	\$40.00	Next Step programming
Shell Petry	\$25.00	Next Step programming

MOTION:  
SECOND:

Total fiscal year 2017-2018 monetary contributions: \$33,954.66

VI. C. 1. POLICY REVISION

A major function of the School Board is reviewing, revising, and adopting District #622 policies. Each year policies are proposed for revision to incorporate MSBA recommended changes from the recent Legislative Session.

In addition to incorporating the MSBA recommended changes, Policy E-014, Graduation Requirements, was reviewed by District 622 Advisory who compared recent legislation on graduation credit requirements to our current practice. In light of the District's Strategic Plan and misalignment between legislative requirements and District requirements, the policy has been revised.

Therefore, the Director of Teaching and Learning recommends the following resolution:

BE IT RESOLVED that the School Board of Independent School District #622 hereby revise Policy E-014, Graduation Requirements.

MOTION:

SECOND:

**ENDS**

Policy Title	Policy Level	Date Approved/Revised
<b>Graduation Requirements</b>	<b>E-014</b>	<b>4/22/08</b> <b>Revised: 7/20/10</b> <b>Revised: 3/27/12</b> <b>Revised: 9/25/12</b> <b>Revised: 7/23/13</b> <b>Revised: 11/26/13</b> <b>Revised: 5/26/15</b> <b>Revised: 6/28/16</b> <b>Revised:</b>

1) General Statement of Policy

The policy of the school district is that all students entering grade 8 in the 2011-2012 school year and earlier must satisfactorily complete, as determined by the school district, all credit requirements, all state academic standards, or local standards where state standards do not apply, and successfully pass graduation examinations, as required, in order to graduate. For students entering grade 8 in the 2012-2013 school year and later, the school district's policy is that students must demonstrate, as determined by the school district, their satisfactory completion of the credit requirements and their understanding of academic standards. The school district must adopt graduation requirements that meet or exceed state graduation requirements established in law or rule.

2) Definitions

- A. "Academic standard" means: (1) a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, or the arts, or (2) a locally adopted expectation for student learning in health, the arts, career and technical education, or world languages.
- B. "Credit" means a student's successful completion of an academic year of study or a student's mastery of the applicable subject matter, as determined by the school district.
- C. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- D. "Individualized Education Program" or "IEP" means a written statement developed for a student eligible by law for special education and services.
- E. "English language learners" or "ELL" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.
- F. "GRAD" means the graduation-required assessment for diploma that measures the reading, writing, and mathematics proficiency of high school students.

3) District Assessment Coordinator

The superintendent shall designate the District Assessment Coordinator. Said person shall be in charge of all test procedures and shall bring recommendations to the school board annually for approval.

#### 4) Graduation Assessment Requirements

A. Students enrolled in grade 8 through the 2009-2010 school year are eligible to be assessed under:

1. the graduation-required assessment for diploma (GRAD) in reading, mathematics, or writing under Minn. Stat. § 120B.30, Subd. 1(c)(1) and (2) and Subd. 1(d) (2012) as follows:

a. for reading and mathematics:

i. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the Minnesota Comprehensive Assessments in grade 10 for reading and grade 11 for mathematics or achieving a passing score as determined through a standard setting process on the GRAD in grade 10 for reading and grade 11 for mathematics or subsequent retests;

ii. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in reading and the mathematics test for English language learners or the GRAD equivalent of those assessments for students designated as English language learners;

iii. achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan;

iv. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the state-identified alternate assessment or assessments in grade 10 for reading and grade 11 for mathematics for students with an IEP; or

v. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP; and

b. for writing:

i. achieving a passing score on the GRAD;

ii. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in writing for students designated as English language learners;

iii. achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan; or

- iv. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP.
  - c. Students enrolled in grade 8 in any school year from the 2005-2006 school year to the 2009-2010 school year who do not pass the mathematics GRAD under 4.A.1. above, are eligible to receive a high school diploma if they:
    - i. complete with a passing score or grade all state and local coursework and credits required for graduation by the school board granting the students their diploma;
    - ii. participate in district-prescribed academic remediation in mathematics; and
    - iii. fully participate in at least two retests of the mathematics GRAD test or until they pass the mathematics GRAD test, whichever comes first.
  - 2. the WorkKeys job skills assessment;
  - 3. the Compass college placement test;
  - 4. the ACT assessment for college admission;
  - 5. the armed services vocational aptitude test; or
  - 6. the school district may substitute a score from an alternative, equivalent assessment to satisfy the requirements of this paragraph.
- B. Students enrolled in grade 8 in the 2010-2011 or 2011-2012 school year are eligible to be assessed under:
  - 1. the GRAD in reading, mathematics, or writing under Minn. Stat. § 120B.30, Subd. 1 (c) (1) and (2) (2012) as follows:
    - a. for reading and mathematics:
      - i. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the Minnesota Comprehensive Assessments in grade 10 for reading and grade 11 for mathematics or achieving a passing score as determined through a standard setting process on the GRAD in grade 10 for reading and grade 11 for mathematics or subsequent retests;
      - ii. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in reading and the mathematics test for English language learners or the GRAD equivalent of those assessments for students designated as English language learners;

- iii. achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan;
      - iv. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the state-identified alternate assessment or assessments in grade 10 for reading and grade 11 for mathematics for students with an IEP; or
      - v. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP; and
    - b. for writing:
      - i. achieving a passing score on the GRAD;
      - ii. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in writing for students designated as English language learners;
      - iii. achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan; or
      - iv. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP.
  - 2. the WorkKeys jobs skills assessment;
  - 3. the Compass college placement test;
  - 4. the ACT assessment for college admission;
  - 5. the armed services vocational aptitude test; or
  - 6. the school district may substitute a score from an alternative, equivalent assessment to satisfy the requirements of this paragraph.
- C. For students enrolled in grade 8 in the 2012-2013 school year and later, students' state graduation requirements, based on a longitudinal, systematic approach to student education and career planning, assessment, instructional support, and evaluation, include the following:
- 1. an opportunity to participate on a nationally normed college entrance exam in grade 11 or grade 12.
  - 2. achievement and career and college readiness tests in mathematics, reading, and writing. The tests must have a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform

to have a reasonable chance to succeed in a career or college without the need for postsecondary remediation. In addition, the tests must ensure that the foundational knowledge and skills for students' successful performance in postsecondary employment or education and articulated series of possible targeted interventions are clearly identified and satisfy Minnesota's postsecondary admission requirements. To the extent available, the tests should:

- a. monitor students' continuous development of and growth in requisite knowledge and skills, analyze students' progress and performance levels, identifying students' academic strengths and diagnosing areas where students require curriculum or instructional adjustments, targeted interventions, or remediation; and
  - b. based on analysis of students' progress and performance data, determine students' learning and instructional needs and the instructional tools and best practices that support academic rigor for the students; and
3. consistent with this paragraph and Minn. Stat. § 120B.125, age-appropriate exploration and planning activities and career assessments to encourage students to identify personally relevant career interests and aptitudes and help students and their families develop a regularly reexamined transition plan for postsecondary education or employment without need for postsecondary remediation.
  4. Based on appropriate state guidelines, students with an IEP may satisfy state graduation requirements by achieving an individual score on the state-identified alternative assessments.
  5. Students meeting the state graduation requirements under this section must receive targeted, relevant, academically rigorous, and resourced instruction which may include a targeted instruction and intervention plan focused on improving the student's knowledge and skills in core subjects so that the student has a reasonable chance to succeed in a career or college without need for postsecondary ~~education~~ **remediation**.
  6. Students meeting the state graduation requirements under this section and who are students in grade 11 or 12 and who are identified as academically ready for a career or college must be actively encouraged by the school district to participate in courses and programs awarding college credit to high school students. Students are not required to achieve a specified score or level of proficiency on an assessment under this subdivision to graduate from high school.
  7. A student's progress toward career and college readiness must be recorded on the student's high school transcript.

## 5) Graduation Credit Requirements

- A.. Students beginning 8<sup>th</sup> grade in the 2012-2013 school year and **through the 2016-2017 school year** later must successfully complete, as determined by the school district, the following high school level credits for graduation:
1. ~~Four~~ **Eleven trimester** credits of language arts sufficient to satisfy all academic standards in English language arts;
  2. ~~Three~~ **Nine trimester** credits of mathematics, including **three trimester credits of an algebra II credit** or its equivalent, geometry, statistics and probability, or its equivalent, sufficient to satisfy all of the academic standards in mathematics;
  3. Students in the graduation class of 2015 and beyond must complete ~~three an~~ **algebra I trimester** credits by the end of 8<sup>th</sup> grade sufficient to satisfy all of the 8<sup>th</sup> grade standards in mathematics.
  4. ~~Three~~ **Eight trimester** credits of science, including at least (a) ~~three trimester one~~ **credits** of biology; (b) ~~three trimester one~~ **credits** of chemistry or physics and (c) ~~two one~~ **elective trimester** credits of science. The combination of credits must be sufficient to satisfy all of the academic standards in either chemistry or physics and all other academic standards in science;
  5. ~~Three and one-half~~ **Ten trimester** credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics, sufficient to satisfy all of the academic standards in social studies;
  6. **One trimester credit of health and three trimester credits of physical education.**
  - 6.7. ~~One~~ **Two trimester** credits in the arts sufficient to satisfy all of the state or local academic standards in the arts; and
  - 7.8. A minimum of ~~seven~~ **twenty-two** elective **trimester** credits.
  - 8.9. Credit equivalencies
    - a. A ~~one-half~~ **trimester** credit of economics taught in a school's agriculture education or business department may fulfill a ~~one-half~~ **trimester** credit in social studies under Section 5. A. 5. above, if the credit is sufficient to satisfy all of the academic standards in economics.
    - b. An **Up to three trimester credits** in agriculture science or career and technical education credit may fulfill the elective science credit required under Section 5. A.4. above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under Section 5. A. 4., above, if the credit meets the state chemistry or physics academics standards as approved by the school district. A

student must satisfy either all of the chemistry or physics academic standards prior to graduation. An agriculture science or career and technical education credit may not fulfill the required biology credit under Section 5. A. 5. above.

- c. A **Up to three** career and technical education credits may fulfill a mathematics or arts Section 5. A.2.
- d. A **Up to three trimester credits in** computer science credit may fulfill a mathematics credit requirement under Section 5. A. 2., above, if the credit meets state academic standards in mathematics.
- e. A **Up to three trimester credits of** Project Lead the Way credit may fulfill a science or mathematics credit requirement under Section 5. A. 2. or Section 5. A. 4., above, if the credit meets the state academic standards in science or mathematics.

**B. Students beginning 8<sup>th</sup> grade beginning in the 2017-2018 school year and thereafter must successfully complete, as determined by the school district, the following high school level credits for graduation:**

1. **Twelve trimester credits of language arts sufficient to satisfy all academic standards in English language arts;**
2. **Nine trimester credits of mathematics, including three trimester credits of algebra II or its equivalent, geometry, statistics and probability, or its equivalent, sufficient to satisfy all of the academic standards in mathematics;**
3. **Students in the graduation class of 2015 and beyond must complete three trimester algebra I credits by the end of 8<sup>th</sup> grade sufficient to satisfy all of the 8<sup>th</sup> grade standards in mathematics;**
4. **Nine trimester credits of science, including at least (a) three trimester credits of biology; (b) three trimester credits of chemistry of physics, and (c) three trimester elective credits of science. The combination of credits must be sufficient to satisfy all of the academic standards in either chemistry or physics and all other academic standards in science;**
5. **Ten trimester credits of social studies, encompassing at least United States history, geography, government and citizenship, world history, and economics, sufficient to satisfy all of the academic standards in social studies;**
6. **One trimester credit of health and one trimmest credit of physical education;**
7. **Two trimester credits in the arts sufficient to satisfy all of the state or local academic standards in the arts; and**
8. **A minimum of twenty-two elective trimester credits.**

9. Credit equivalencies

- a. A trimester credit of economics taught in a school's agriculture education or business department may fulfill a trimester credit in social studies under Section 5. A.5. above, if the trimester credit is sufficient to satisfy all of the academic standards in economics.
- b. Up to three trimester credits of an agriculture science or career and technical education may fulfill the elective science credit required under Section 5. A.4. above, if the credit meets the state physical science, life science, earth and space science, chemistry, or physics academic standards or a combination of these academic standards as approved by the school district. An agriculture or career and technical education credit may fulfill the credit in chemistry or physics required under Section F.A.4. above, if the credit meets the state chemistry or physics academics standards as approved by the school district. A student must satisfy either all of the chemistry or physics academic standards prior to graduation. Agriculture science or career and technical education credits may not fulfill the required biology credits under Section 5. A.5. above.
- c. Up to three trimester credits of career and technical education may fulfill a mathematics or arts Section 5. A.2.
- d. Up to three computer science credits may fulfill a mathematics credit requirement under Section 5. A.2., above, if the credit meets state academic standards in mathematics.
- e. Up to three trimester credits of Project Lead the Way may fulfill a science or mathematics credit requirement under Section 5. A.2. or Section 5. A.4. above, if the credit meets the state academic standards in science or mathematics.

6) Academic Standards Requirements

- A. The following subject areas are required for statewide accountability:
1. English language arts;
  2. mathematics;
  3. science;
  4. social studies, including history, geography, economics, and government and citizenship;
  5. physical education;
  6. health, for which locally developed academic standards apply; and

7. the arts, for which statewide or locally developed academic standards apply, as determined by the school district.

B. The academic standards for language arts, mathematics, and science apply to all students except the very few students with extreme cognitive or physical impairments for whom an IEP team has determined that the required academic standards are inappropriate. An IEP team that makes this determination must establish alternative standards.

7) Elective Standards Requirements

A. The school district shall establish its own standards in the following subject areas:

1. career and technical education; and
2. world languages; (A school district must use the current world languages standards developed by the American Council on the Teaching of Foreign Languages)

The school district shall offer courses in all elective subject areas.

8) Early Graduation

Students may be considered for early graduation, as provided for within Minn. Stat. § 120B.07 upon meeting the following conditions:

- A. All course or standards and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

**Rationale:** *The purpose of this policy is to set forth requirements for graduation from the school district.*

Adoption and Revision History	Incorporated Policies
Policy 514 GRADUATION REQUIREMENTS This Policy Adopted: April 9, 2002; Revised: April 20, 2007; Rescinded: August 19, 2008	MSBA 613
Policy E-014 GRADUATION REQUIREMENTS This Policy Adopted: April 22, 2008; Revised: July 20, 2010, Revised: March 27, 2012; Revised: September 25, 2012; Revised: July 23, 2013; Revised: November 26, 2013; Revised:	

May 26, 2015; Revised: June 28, 2016; Revised:	
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Administrative Rule, Regulation and Procedure: NA

Legal References:

- Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
- Minn. Stat. § 120B.018 (Definitions)
- Minn. Stat. § 120B.021 (Required Academic Standards)
- Minn. Stat. § 120B.023 (Benchmarks)
- Minn. Stat. § 120B.024 (Graduation Requirements; Course Credits)
- Minn. Stat. § 120B.07 (Early Graduation)
- Minn. Stat. § 120B.11 (School District Process)
- Minn. Stat. § 120B.128 (Educational Planning and Assessment System (EPAS) Program)
- Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
- Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
- Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
- Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
- Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
- Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
- Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
- 20 U.S.C. § 6301, *et seq.* (~~No Child Left Behind~~ **Every Student Succeeds** Act)

Cross References:

- MSBA/MASA Model Policy 104 (School District Mission Statement)
- MSBA/MASA Model Policy 601 (School District Curriculum and Instruction Goals)
- MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
- MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
- MSBA/MASA Model Policy 616 (School District System Accountability)

## 2017-2018 ACHIEVEMENT AND INTEGRATION BUDGET

As part of the Educational Equity Alliance, the collaboration between District 622 and District 832, member districts are eligible for integration revenue. District 622 is expected to receive \$2,408,081.66 for Achievement and Integration in 2017-2018. Plans for the use of these funds are described in “The Plan for Educational Equity, 2018-2020”. District 622 is expected to submit a yearly budget around this Plan for Educational Equity.

Since the initial ISD 622 School Board approval on February 28, 2017, the manager of Minnesota Department of Education’s Achievement and Integration Program requested line item changes to the 622 Achievement and Integration Budget. These changes reflected clarification of learning materials and professional development dollars:

- \$19,200 AVID membership fee was moved from direct student services to administrative costs
- \$45,000 salary for site Equity Liaisons was moved from direct student services to professional development
- \$60,000 clarification of Site Allotment dollars to include “mini-grant” language
- \$12,000 removed from LGBTQ consultation and redistributed to \$4,000 travel/conferences and \$8,000 professional development consulting fees

The overall Achievement and Integration budget amount will remain the same.

Therefore, the Director of Teaching & Learning recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the revised District 622 Budget Plan for Achievement and Integration for 2017-2018 be approved.

MOTION:

SECOND:

## Achievement and Integration Revenue FY 2018 Budget Workbook

This workbook includes information to help districts develop their annual AI budget. Please continue to refer to the *Achievement Integration Budget Requirements* on MDE's AI webpage for additional, detailed budget requirements.

The *Expenditure Summary* page helps track the required budget ratios and total expenditures. Do not delete pages from this workbook. Doing so will disable the formulas on the expenditure summary page.

- The first step for budget development is district program and fiscal staff to work together, bringing their respective knowledge of the district's AI plan and of school finance practices.
- **Admin costs include postage, dues, memberships, printing charges, FTE for support staff & administrators that do not provide direct instruction or supervision of students in AI activities.**
- Proposed expenditures that align with budget requirements will be approved only for programs and activities included in a district's MDE-approved AI plan.
  - **All expenditures for a district's racially identifiable school (RIS) must be included in the RIS section of this budget.**
- These budget worksheets are organized around the 80/20/10% budget ratios explained in the *AI Budget Requirements* and included in AI legislation.
- Include a **budget narrative** for each line item in the space provided to document the connection between activities in your district's MDE-approved AI plan and proposed expenditures. Do not copy your plan description into the budget. Instead, identify by name and number the program in your plan which the expenditure supports. Budget narratives are meant to provide expenditure detail not included in your AI plan.
- Add lines to a worksheet by inserting rows **before** the row preceding a revenue total line. This last row is linked to a formula for your Expenditure Summary page. If you insert rows after this one, your Expenditure Summary detail will be inaccurate.
- Find your district's aid entitlement estimate for AI revenue in the Minnesota Funding Reports (MFR) section of the MDE website. Steps for viewing that report are listed on the MDE AI webpage.
- **List FIN 313 (initial revenue) and FIN 318 (incentive revenue) expenditures on separate tabs provided for each.**
- Because AI revenue is a 70/30 percent levy/aid appropriation, superintendent and board chair signatures are required on the budget coversheet.
- Payments to integration collaboratives should be listed as line items in the corresponding Direct Student Services, PD, or Admin tabs.
- **The budget narratives for proposed salary expenditures should include the following: percentage FTE, name of position, and the name and number of the program included in the district's AI plan that the position is part of.**
- Only fringe benefits for positions that are part of the same program may be bundled by OBJ code. For example, if three staff are providing instruction for an AI summer program, benefits for their hours working on that program may be listed in the same line item.
- Resubmit this workbook listing proposed and actual FY 2018 expenditures by December 1, 2018. Remember, expenditure changes over \$3,000 per line item or 10% of total expenditures must be approved by MDE prior to April 1, 2018.
- Address general questions on budget submission to the Office of Equity and Innovation at [mde.integration@state.mn.us](mailto:mde.integration@state.mn.us) or by calling 651-582-8462.

### FINAL STEPS

- 1) Return proposed budget by **March 15, 2017** to [mde.integration@state.mn.us](mailto:mde.integration@state.mn.us).
- 2) **Electronic submission is required.**
- 3) **Submit your district's budget as an excel file. No PDF's please.**

4) Please submit your budget using the file name *FY18 [District Name] AI budget*.

*Thank you for your work on this budget!*



## Achievement and Integration Revenue FY 2018 Budget Worksheet

Use the worksheets provided here to list your district's proposed expenditures of FY 2018 Achievement Integration (AI) revenue.

**District Name:** North Saint Paul - Maplewood - Oakdale

**District ISD Number:** 622

**Superintendent:** Christine Osorio

**Collaborative:** Educational Equity Alliance

**Fiscal and program staff should work together to complete this budget. Please list those staff members below. Both will be contacted if changes or more detail is needed for the budget to be approved.**

**Program Staff:** Bee Kong **Fiscal Staff:** Randy Anderson

**Phone:** 651-748-7463 **Phone:** 651-748-7511

**E-mail:** [bkong@isd622.org](mailto:bkong@isd622.org) **Email:** [randerson@isd622.org](mailto:randerson@isd622.org)

If you have been notified by MDE that your district has one or more *Racially Identifiable Schools*, please list those schools here:

<b>Total Initial Revenue expenditures</b> (FIN 313 expenditures)	\$ 2,293,791.06
<b>Total Incentive Revenue expenditures</b> (FIN 318 expenditures)	\$ 114,290.60
<b>TOTAL AI REVENUE</b>	<b>\$ 2,408,081.66</b>

### CERTIFICATION STATEMENT

*We certify that the budget information submitted for our school district to the Minnesota Department of Education (MDE) is an accurate and complete representation of the fiscal year 2018 Achievement & Integration budget as approved by the school board.*

**Board Approval Date** \_\_\_\_\_

**School Board Chair** \_\_\_\_\_

**Date** \_\_\_\_\_

**Superintendent** \_\_\_\_\_

**Date** \_\_\_\_\_

**Approved Initial Revenue:** \_\_\_\_\_ **Approved Incentive Revenue:** \_\_\_\_\_

**MDE Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

|

622

**District Number:**

622

**District Name:**

North Saint Paul - Maplewood -

Proposed Budget			Actual Expenditures		
		Proposed Budget Ratios			Actual Budget Ratios
<b>Direct Services to Students</b> must equal at least 80% of total revenue	\$1,920,695.26	79.76%	<b>DSS</b> At least 80% of total expenditures	\$0.00	#DIV/0!
<b>Professional Development</b> may equal no more than 20% of total revenue	\$276,386.40	11.48%	<b>Professional Development</b> No more than 20% of total expenditures	\$0.00	#DIV/0!
<b>Administrative/Indirect</b> may equal no more than 10% of total revenue	\$211,000.00	8.76%	<b>Admin/Indirect</b> No more than 10% of total expenditures	\$0.00	#DIV/0!
<b>Total Proposed Revenue:</b>	\$2,408,081.66		<b>Total Revenue Expended</b>	\$0.00	

<b>Total Amount Proposed FIN 313</b>	\$2,289,969.66
<b>Total Amount Proposed FIN 318</b>	\$118,112.00

**Notes or Comments:**



### FY 2018 Achievement and Integration Budget

District Number: 622

District Name: North Saint Paul - Maplewood - Oakdale

**80% Direct Services to Students**

List all proposed **FIN 313** expenditures for Direct Student Services on this worksheet. At least 80% of a district's proposed expenditures must be used for programs included in the district's MDE-approved AI plan which provide direct services to students. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
EEA Elementary - Lic. Teacher Sal	005	203	313	140	\$330,000.00		Intervention 1: Salary for 8 PT Young Scholars teachers (4.20 FTE total). Young Scholars Supports students from underserved populations with high potential.
EEA Elementary - Substitutes	005	203	313	145	\$8,450.00		Interventions 1 & 6: Young Scholars, Positive Peers, Equity cohort substitutes (time-sheeted) for illness, prof. development, etc.
EEA Elementary - Other Non-Lic. S	005	203	313	186	\$3,000.00		Intervention 1: Young Scholars family nights (time-sheeted) EEA elementary other non-lic salary (time-sheeted) for transporting students to meetings, set up/tear-down assistance
EEA Elementary - Benefits	005	203	313	200	\$132,600.00		Interventions 1 & 6: Benefits for EEA employees
EEA Elementary - Transport Contra	005	203	313	360	\$3,000.00		Interventions 1 & 6: Contracted transportation for EEA programs
EEA Elementary - Student Transpo	005	203	313	365	\$3,000.00		Interventions 1 & 6: Bus transportation for EEA programs
EEA Elementary - Student Travel	005	203	313	369	\$7,500.00		Interventions 1 & 6: Entry fees and travel expenses for EEA, Positive Peers, & Young Scholars
EEA Elementary - Supplies	005	203	313	401	\$23,500.00		Interventions 1 & 6: Non-instructional supplies for EEA students (Positive Peers and Young Scholars art supplies, shirts, games, etc.)

37

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
EEA Elementary - Instructional Sup	005	203	313	430	\$23,500.00		Interventions 1 & 6: Classroom learning materials for EEA students (Young Scholars learning kits, books, etc)
EEA Elementary - Food	005	203	313	490	\$20,000.00		Interventions 1 & 6: Food for EEA family and student events
EEA Secondary - Substitutes	005	211	313	145	\$4,550.00		Interventions 1 & 6: substitutes (time-sheeted) to cover secondary teachers for illness, prof. development, etc.
EEA Secondary - Non-Instr. Suppo	005	211	313	170	\$70,000.00		Interventions 1 & 6: Educational Equity Alliance Facilitator (1.0 FTE) Works directly with students in Youth Leadership council meetings; SEED Summit planning, Youth-led Intentional Social Interactions, etc.
EEA Secondary - Other Non-Lic. S	005	211	313	186	\$3,000.00		Intervention 6: Youth Leadership Council support (time-sheeted)
EEA Secondary - Benefits	005	211	313	200	\$25,500.00		Interventions 1 & 6: Benefits for EEA employees
EEA Secondary - Consulting/Fees for Service	005	211	313	305	\$5,000.00		Intervention 6: Youth Leadership Council guest speakers for approx. 20 students
EEA Secondary - Transport Contracts <\$25K	005	211	313	360	\$3,000.00		Intervention 6: Contracted transportation for EEA programs
EEA Secondary - Interdepartmental Transport	005	211	313	365	\$8,000.00		Intervention 6: Student transportation for EEA programs
EEA Secondary - Student Travel/Entry Fees	005	211	313	369	\$7,500.00		Intervention 6: Entry fees and expenses for EEA student learning trips
EEA Secondary - Supplies	005	211	313	401	\$7,500.00		Intervention 6: Non-instructional supplies for EEA students (Youth Leadership Council books, games, etc.)

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
EEA Secondary - Instructional Sup	005	211	313	430	\$8,000.00		Intervention 6: Classroom learning materials for EEA students (Youth Leadership Council books, paper, etc.)
EEA Secondary - Food	005	211	313	490	\$6,000.00		Intervention 6: Food for EEA family and student events
AVID - Salaries	005	211	313	140	\$340,000.00		Intervention 3: Advancement Via Individual Determination (AVID) FTE salaries for 0.4 AVID Elective Teachers x 3 MS; 1.6 teachers at Tartan HS, 1.4 teachers at North HS; and 0.2 AVID Coordinator x 2 MS; 0.4 Coordinator x 2 HS
AVID - Salaries	005	211	313	143	\$16,000.00		Intervention 3: Advancement Via Individual Determination (AVID) FTE salaries for 0.1 x 2 AVID Coordinators at John Glenn MS. Staff coded differently internally as building administrators
AVID - Non Licensed support	005	211	313	144	\$134,000.00		Intervention 3: Advancement Via Individual Determination (AVID) stipends for 18 AVID Tutors @ \$15 /hr and five lead Tutors @ \$20 /hr at all five secondary buildings
AVID - Substitute teachers	005	211	313	145	\$11,050.00		Intervention 3: \$130 x 20 subs x 2 HS and \$130 x 15 subs x 3 MS to cover for AVID related instruction during absences
AVID - Benefits	005	211	313	200	\$155,750.00		Intervention 3: Benefits for AVID licensed teachers, tutors, substitutes
AVID - Transportation	005	211	313	360	\$14,000.00		Intervention 3: \$4,000 x 2 HS and \$2,000 x 3 MS for campus visits and field trips related to AVID

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
AVID - Entry fees	005	211	313	369	\$7,500.00		Intervention 3: College visits, admittance fees, misc fees with student trips. \$1,200 x 5 buildings
AVID - non instructional supplies	005	211	313	401	\$2,500.00		Intervention 3: Logistical supplies for AVID related events and programs (napkins, cups, spoons, decorations, etc.)
AVID - Instructional supplies	005	211	313	430	\$5,000.00		Intervention 3: \$1,000 x 5 buildings. Classroom learning materials for AVID students (binders, copies, folders, markers, pencils, etc.)
AVID - Food	005	211	313	490	\$7,500.00		Intervention 3: \$1,500 x 5 buildings for AVID Family night community building and information sharing during designated dinner hour
AVID - Dues, fees	005	211	313	820	\$600.00		AVID Weekly literature fee
OEE - Bilingual Support	005	219	313	175	\$80,000.00		Intervention 5: Budget transfer to Student Services for district-wide bi-cultural liaisons and direct family support through cultural connections among Hmong, Spanish, Somali communities hourly stipends
OEE - American Indian Ed Support	005	211	313	144	\$25,000.00		Interventions 2 & 8: Budget transfer to Student Services for district-wide American Indian culture and curriculum support
OEE - Instructional supplies	005	605	313	430	\$60,000.00		Interventions 5, 7 & 8: Equity Site Allotment dollars to support site based needs and initiatives in relation to 3-Year Plan equity goals \$3,000 x 9 EL; \$5,000 x 3 MS; \$7,000 x 2 HS; \$1,000 x 4 satellite. These "mini-grant" dollars will be managed by the Equity Liaisons in each building and will be screened by OEE

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
OEE - Instructional supplies	005	605	313	430	\$2,000.00		Intervention 8: Intervention Culturally relevant and authentic literature for libraries to reflect diverse student cultures and backgrounds
OEE - Food	005	605	313	490	\$10,771.66		Interventions 2, 7 & 8: Option for buildings to host community building events in evenings and weekends to engage diverse, underserved families in order to build relationships and trust with school systems K-12.
OEE - Lic. Teacher Salary	005	605	313	140	\$30,000.00		Interventions 2 & 7: 0.2 FTE x 2 HS for grade 8 to grade 9 transition program staffed by HS member in each building
OEE - Benefits	005	605	313	200	\$13,100.00		Interventions 2 & 7: Benefits for two transition positions
OEE - Benefits	005	605	313	200	\$23,425.00		Intervention 5: Benefits for Equity Liaisons licensed staff
OEE - Substitutes	005	605	313	145	\$7,930.00		Intervention 5: 36 substitutes for Equity Liaisons for collaborative planning twice year, 25 substitutes for equity related CLR in-house peer learning and coaching support
OEE - Benefits	005	605	313	200	\$1,256.60		Intervention 5: Benefits for Equity Liaison substitutes

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
OEE - Other Salary Non-Lic	005	605	313	186	\$108,000.00		Interventions 2, 7 & 8: \$20/hr x 6 hrs/day x 180days for five Connecting Cultures facilitators to work with students at each secondary building. Facilitators will address academic, social, and cultural needs of targeted student groups while working with adults to build and bridge understanding.
OEE - Benefits	005	605	313	200	\$44,600.00		Intervention 2, 7 & 8: Benefits for Connecting Cultures facilitators
<b>FIN 313 TOTAL</b>					<b>\$1,802,583.26</b>	<b>\$0.00</b>	

42

**Notes or Comments:**

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
Provide a short description of the expenditure.	ORG	PROG	FIN	OBJ	List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.

**FY 2018 Achievement and Integration Budget**

District Number: 622

District Name: North Saint Paul - Maplewood - Oakdale

**80% Direct Services to Students**

 On this worksheet please list proposed **FIN 318** expenditures for Direct Student Services. At least 80% of a district's proposed expenditures must be used for programs included in the district's MDE-approved AI plan which provide direct services to students. Read AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
EEA Elementary - Nurse	005	203	318	154	\$1,000.00		Intervention 1: 1 Nurse for Young Scholars Summer Camp (time-sheeted for one week camp) benefits paid from "005 203 313 200" line on "DirectStudentServices" page
EEA Elementary - Other Lic. Salary	005	203	318	185	\$70,000.00		Interventions 1 & 6: 50 licensed Teachers for Young Scholars Summer Camp, Summer Sampler summer camp, and Positive Peers summer camp (time-sheeted for one week camp) benefits paid from "005 203 313 200" line on
EEA Elementary - Other Non Lic Salary	005	203	318	186	\$3,000.00		Interventions 1 & 6: Non licensed staff for support for Young Scholars Camp and Summer Sampler Camp
EEA Elementary - Transportation	005	203	318	365	\$12,000.00		Interventions 1 & 6: Bus transportation for Young Scholars Summer Camp and Summer Sampler Camp and Positive Peers Summer Camp
EEA Elementary - Student Travel	005	203	318	369	\$9,000.00		Interventions 1 & 6: Educational field trip fees for Young Scholars Summer Camp and Summer Sampler Camp Positive Peers Summer Camp
EEA Elementary - Supplies	005	203	318	401	\$17,112.00		Interventions 1 & 6: Supplies for Young Scholars Summer Camp and Summer Sampler Camp (shirts, and Positive Peers summer camp games, paper, prizes, etc.)
EEA Elementary - Food	005	203	318	490	\$6,000.00		Interventions 1 & 6: Food for Young Scholars Summer Camp and Summer Sampler Camp and Positive Peers summer camp
<b>FIN 318 TOTAL</b>					<b>\$118,112.00</b>	<b>\$0.00</b>	

**Notes or Comments:**

**FY 2018 Achievement and Integration Budget**

District Number: 622

District Name: North Saint Paul - Maplewood - Oakdale

**20% Professional Development**

 On this worksheet please list proposed **FIN 313** expenditures for professional development. No more than 20% of a district's proposed expenditures may be used for PD costs that are part of a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative
Provide a short description of the expenditure.	ORG	PROG	FIN	OBJ	List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
EEA Elementary - Other Lic S	005	203	313	185	\$15,000.00		Interventions 4, 6 & 8: Reading Workshop and Equity Leadership Cohort monthly PD
EEA Elementary - Benefits	005	203	313	200	\$5,800.00		Interventions 6 & 8: Benefits for EEA employees
EEA Elementary - Consulting	005	203	313	305	\$46,000.00		Interventions 4, 6 & 8: Infusing equity into balanced literacy for approx. 40 staff. Equity leadership cohort for approx. 15 staff.
EEA Elementary - Conference	005	203	313	366	\$7,500.00		Intervention 4 & 6: Professional Development for EEA employees
EEA Secondary - Other Lic. S	005	211	313	185	\$5,000.00		Intervention 4: EEA employees attending Professional Development sessions (time-sheeted)
EEA Secondary - Benefits	005	211	313	200	\$2,000.00		Benefits for EEA employees
EEA Secondary - Consulting/P	005	211	313	305	\$3,000.00		Interventions 4 & 6: EEA Professional Development - Equity leadership cohort for approx. 15 staff
EEA Secondary - Travel, Conferences, Conventions	005	211	313	366	\$7,500.00		Intervention 4: EEA travel expenses for Professional Development
AVID - Professional developme	005	211	313	366	\$47,000.00		Intervention 4 & 8: \$750 x 62 staff from 5 buildings for AVID Summer Institute Minneapolis
OEE - Lic. Teacher Salary	005	605	313	185	\$45,000.00		Interventions 5, 7 & 8: \$2,500 x 18 staff selected at each site by lead principal for year-long site equity liaison work to build internal capacity and lead equity initiatives. Equity Liaisons work directly with the OEE to share information, resources, and professional development.
OEE - Lic. Classroom Teache	005	605	313	185	\$6,500.00		Intervention 4: \$3,232.38 x 2 days of Site Improvement Plan writing for Equity Liaison staff participation
OEE - Lic. Classroom Teache	005	605	313	185	\$21,600.00		Intervention 4: \$1,200 x 12 licensed staff SEED Facilitators (paid by stipend) assigned to individual sites
OEE - Other salary non-licens	005	605	313	186	\$8,000.00		Intervention 4: Stipends for equity related training with nutrition staff, engineers, and other non-licensed support staff across district.
OEE - Benefits	005	605	313	200	\$11,243.00		Benefits for licensed staff SEED Facilitators

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
OEE - Consulting Fees	005	605	313	305	\$15,243.40		Intervention 4: Contract for service for outside speakers to address staff needs in professional development about specific equity related topics including racial inequality, culture, identity, and navigating interpersonal communication
OEE - Professional Development	005	605	313	366	\$5,000.00		Intervention 4, 7 & 8: OEE travel and expenses for Professional Development associated with Connecting Cultures facilitators, Freedom Schools, and other equity related growth
OEE - Dues, Memberships	005	605	313	820	\$16,000.00		Intervention 4: \$10,000 membership to Metro ECSU; \$6,000 fees for Urban Leadership Academy slots
OEE - Travel, Conferences, Co	005	605	313	366	\$9,000.00		Intervention 4, 7 & 8: Culturally & Linguistically Responsive teaching and learning professional development for district leadership around mindsets and skillsets, how to lead building change.
<b>TOTAL</b>					<b>\$276,386.40</b>	<b>\$0.00</b>	

**Notes or Comments:**



### FY 2018 Achievement and Integration Budget

District Number: 622

District Name: North Saint Paul - Maplewood - Oakdale

**20% Professional Development**

On this worksheet list proposed **FIN 318** expenditures for professional development. No more than 20% of a district's proposed expenditures may be used for PD costs that are part of a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.			318			Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan.
			318			\$0.00	
			318				
			318				
<b>TOTAL</b>					<b>\$0.00</b>	<b>\$0.00</b>	

Notes or Comments:



FY 2018 Achievement and Integration Budget

District Number: 622

District Name: North Saint Paul - Maplewood - Oakdale

**10% Admin/Indirect Costs**

On this worksheet please list proposed Administrative/Indirect **FIN 313** expenditures. No more than 10% of total revenue may be spent on PD costs that are part of a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amount	Actual Expenditures	Budget Narrative
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your AI plan.
EEA Elementary - Printing	005	203	313	398	\$500.00		Envelopes, letters, and promotional materials for EEA programs
EEA Elementary - Supplies	005	203	313	401	\$3,500.00		Supplies for EEA staff (pens, post-its, books, filing supplies, etc.)
EEA Secondary - Communication	005	211	313	320	\$1,000.00		Telephone and communication expenses for EEA program staff
EEA Secondary - Postage	005	211	313	329	\$1,000.00		Mailing expenses for EEA programs
EEA Secondary - Printing	005	211	313	398	\$2,000.00		Envelopes, letters, and promotional materials for EEA programs
EEA Secondary - Supplies	005	211	313	401	\$0.00		Supplies for EEA staff (books, filing supplies, planners, etc.)
EEA Secondary Technology	005	211	313	555	\$0.00		laptop for EEA facilitator
OEE - Admin stipend	005	605	313	170	\$88,000.00		\$16,800 Office of Educational Equity Coordinator; \$21,144 OEE Clerk; \$50,000 OEE Specialist
OEE - Admin Benefits	005	605	313	200	\$32,700.00		Benefits for OEE administration
OEE - Other Salary Non-Lic	005	605	313	186	\$40,000.00		Intervention 2: Part-Time Pathways Facilitator to be shared with Mahtomedi and White Bear Lake. Organize the transition from MS to
OEE - Benefits	005	605	313	200	\$17,600.00		Intervention 2: Benefits for Pathways Facilitator
AVID - Dues, fees	005	211	313	820	\$19,200.00		Annual AVID membership fee
OEE - Communications	005	605	313	320	\$2,000.00		Telecommunications soft technical support of Bi-Cultural Liaisons
OEE - Postage	005	605	313	329	\$500.00		Mailing expenses for OEE administration and operations
OEE - Printing	005	605	313	398	\$500.00		Internal transfer for using district print shop and services for specialty prints and laminating
OEE - Office Supplies	005	605	313	401	\$1,000.00		Consumable office supplies paper, writing tools, printer toner, etc.
OEE - Work Station Tech	005	605	313	465	\$1,500.00		One-time recommended district upgrade to work space computer towers for admin and clerk to replace hardware before Windows 10

Line Item Description	UFARS Code Required				Budgeted Amount	Actual Expenditures	Budget Narrative
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your AI plan.
<b>Total</b>					<b>\$211,000.00</b>	<b>\$0.00</b>	

**Notes or Comments:**

**District Number:** 622

**District Name:** North Saint Paul - Maplewood - Oakdale

**10% Admin/Indirect Costs**

On this worksheet please list proposed **FIN 318** Administrative/Indirect expenditures for your FY17 budget. No more than 10% of the budget may be spent on Admin/Indirect costs included in a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for more details.

Line Item Description	UFARS Code Required				Budgeted Amount	Actual Expenditures	Budget Narrative
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.			318		List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your AI plan.
			318				
			318				
			318				
			318				
			318				
<b>Total</b>					<b>\$0.00</b>	<b>\$0.00</b>	

**Notes or Comments:**



### FY 2018 Achievement and Integration Budget

District Number: 622

District Name: North Saint Paul - Maplewood - Oakdale

**80% Direct Services to Students**

On this worksheet please list proposed **FIN 313** expenditures for Direct Student Services for your district's Racially Identifiable School(s). At least 80% of a district's proposed expenditures must be used for programs included in the district's MDE-approved AI plan which provide direct services to students. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan.
			313			\$0.00	
			313				
			313				
			313				
			313				
			313				
			313				
<b>FIN 313 TOTAL</b>					<b>\$0.00</b>	<b>\$0.00</b>	

**Notes or Comments:**



### FY 2018 Achievement and Integration Budget

District Number: 622

District Name: North Saint Paul - Maplewood - Oakdale

**80% Direct Services to Students**

On this worksheet please list proposed **FIN 318** expenditures for Direct Student Services for your district's Racially Identifiable School(s). At least 80% of a district's proposed expenditures must be used for programs included in the district's MDE-approved AI plan which provide direct services to students. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan.
			318			\$0.00	
			318				
			318				
			318				
<b>FIN 318 TOTAL</b>					<b>\$0.00</b>	<b>\$0.00</b>	

Notes or Comments:



### FY 2018 Achievement and Integration Budget

District Number:

District Name:

**20% Professional Development**

On this worksheet please list proposed **FIN 313** expenditures for professional development for your district's Racially Identifiable School(s). No more than 20% of a district's proposed expenditures may be used for PD costs that are part of a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan.
			313			\$0.00	
			313				
			313				
			313				
			313				
			313				
<b>TOTAL</b>					<b>\$0.00</b>	<b>\$0.00</b>	

*Notes or Comments:*



### FY 2018 Achievement and Integration Budget

District Number:

District Name:

**20% Professional Development**

On this worksheet please list proposed **FIN 318** expenditures for professional development for your district's Racially Identifiable School(s). No more than 20% of a district's proposed expenditures may be used for PD costs that are part of a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.					List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan.
			318		\$0.00	\$0.00	
			318				
			318				
			318		\$0.00		
<b>TOTAL</b>					<b>\$0.00</b>	<b>\$0.00</b>	

**Notes or Comments:**

**District Number:** 622

**District Name:** North Saint Paul - Maplewood - Oakdale

**10% Admin/Indirect Costs**

On this worksheet please list proposed Administrative/Indirect **FIN 313** expenditures for your district's Racially Identifiable School(s). No more than 10% of total revenue may be spent on PD costs that are part of a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amount	Actual Expenditures	Budget Narrative
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.			313		List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your AI plan.
			313				
			313				
			313				
<b>Total</b>					<b>\$0.00</b>	<b>\$0.00</b>	

**Notes or Comments:**



FY 2018 Achievement and Integration Budget

District Number: 622

District Name: North Saint Paul - Maplewood - Oakdale

**10% Admin/Indirect Costs**

On this worksheet please list proposed **FIN 318** Administrative/Indirect expenditures for your district's Racially Identifiable School(s). No more than 10% of the budget may be spent on Admin/Indirect costs included in a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website

Line Item Description	UFARS Code Required				Budgeted Amount	Actual Expenditures	Budget Narrative
	ORG	PROG	FIN	OBJ			
Provide a short description of the expenditure.			318		List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your AI plan.
			318				
			318				
			318				
<b>Total</b>					<b>\$0.00</b>	<b>\$0.00</b>	

**Notes or Comments:**