

Intermediate District 287

Responsive. Innovative. Solutions.



Intermediate District 287

Regular Meeting

Thursday, August 26, 2010 6:30 PM

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS

GENERAL MEETING OF THE BOARD

Thursday, August 26, 2010

6:30 PM @ District Service Center Board Room

AGENDA

6:00 PM – 6:30 PM

1) The Buchanan Project Presentation
by VOS student Nathan Walsh

2) Facebook Help

Page #

1. **CALL TO ORDER** (Action)
2. **APPROVAL OF GENERAL MEETING AGENDA** (Action)
3. **OPEN FORUM** (Information)
4. **APPROVAL OF CONSENT AGENDA** (Action)
 4. 1. General Board Meeting Minutes from July 22, 2010 4
 4. 2. Routine Human Resource Activities for August 26, 2010 7
 4. 3. Statewide Health Improvement Program Grant from Hennepin County Human Services and Public Health Department 12
 4. 4. Data Backup Memo 13
5. **BOARD EVALUATION DISCUSSION - (45 minutes)** (Information)

The School Board Evaluation discussion will focus on the following four questions.

 1. Looking back over the past year, what events stood out for you this past year?
 2. Considering the work done by the school board, what did you find most successful, useful, exciting or rewarding?
 3. The school board faced a number of challenges this past year. What do you think about how the school board processed these challenges?
 4. Looking forward to next year, what actions can be taken to continuously improve the school board?
6. **SUPERINTENDENT'S REPORT - (30 minutes)** (Information)
 6. 1. School Start-up Program Report 14
An overview of the "Top Things Board Members Should Know About the Start of School" will be presented. A Functional Organization Chart for the 2010-2011 school year is also attached as information.
 6. 2. Late Summer Update to Superintendents 15
 6. 3. Administrative Services Professional Learning Communities (PLC) 17
Michelle Axell will present a brief overview on the success and outcomes of the Administrative services PLC.
7. **INSTRUCTIONAL REPORT - None**
8. **ADMINISTRATIVE SERVICES REPORT - (30 minutes)**
 8. 1. Financial Report
 8. 1. 1. Approval of Routine Monthly Finance Report (Action) 52
Janet Johnson will provide an overview of the monthly finance report and the

Board will be asked to approve it.	
8. 1. 2. Approval of Cash Flow Borrowing Resolution (Resolution)	62
Janet Johnson will provide a resolution to authorize the district to issues Aid Anticipation Certificates for 2010-2011 and the Board will be asked to approve it.	
8. 2. Facilities Report	73
8. 2. 1. North Education Center (NEC) Facility Committee Report (Information)	
Committee Chair Peyton Robb will provide a brief overview of the August 17, 2010 meeting.	
8. 2. 2. Decision on Third Floor for NEC (Action)	76
Committee Chair Peyton Robb will share the recommendation of the Board Facilities committee to approve third floor alternate and the Board will be asked to approve it.	
8. 2. 3. NEC DIRTT Wall System (Action)	85
Committee Chair Peyton Robb will share the recommendation of the Board Facilities Committee regarding to approve the use of DIRTT Demountable Wall system and the Board will be asked to approve it.	
8. 2. 4. North Education Center Community Meeting - August 17 2010	
Board member Sally Johnson will provide a report on the August 17th Community meeting.	
8. 3. Human Resource Report - None	
8. 4. Bloomington Public Schools (Information)	99
Recent communications between Bloomington and 287 are attached as information. Further Board discussion is anticipated for the September 8 Board meeting.	
9. BOARD BUSINESS - (15 minutes)	
9. 1. Board Reports	
9. 1. 1. Chair Report (Information)	
9. 1. 1. 1. VOS Open House	
9. 1. 1. 2. Approval of the 2010-2011 Board Calendar (Action)	106
9. 1. 2. AMSD Report (Ann Bremer)	
9. 1. 2. 1. AMSD Connections - August 2010	108
9. 2. Policy Review & Revision (Information)	
9. 2. 1. Policy Development, Adoption, Implementation and Review First Read (Information)	112
(with proposed revisions)	
9. 2. 2. Health and Medical Policy First Read (Information)	115
9. 2. 2. 1. Health and Medical Goals (HM 180)	117
9. 2. 2. 2. Drug-Free Workplace/Drug-Free Schools (4115.6)	118
9. 2. 2. 3. Tobacco-Free Schools (4115.8)	120
9. 3. District News (Information)	
9. 3. 1. School Board Planning Calendar	121
9. 3. 2. August 26, 2010 Calendar	123
9. 4. Once Around the Table	
10. ADJOURNMENT	

DISTRICT 287 REGULAR BOARD MEETING
Intermediate District 287
July 22, 2010
MINUTES

1. CALL TO ORDER

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

271	Bloomington	Arlene Bush
286	Brooklyn Center	Greg Thielsen
272	Eden Prairie	Carol Bomben
273	Edina	Peyton Robb
276	Minnetonka	Don Draayer
279	Osseo	Steven Antolak
280	Richfield	Nancy Rowley
281	Robbinsdale	Linda Johnson
283	St. Louis Park	Pam Rykken
284	Wayzata	Carter Peterson
277	Westonka	Ann Bremer

Absent: 270/S. Johnson and 278/Kunz

Guests:

287 Administration: Sandra Lewandowski, Jane Holmberg, Laura Keller-Gautsch, Janet Johnson, Chad Maxa, Char Myklebust, Anne Becker and Wauneen Mgeni

287 Staff Members: Bruce Mulder

Board member Arlene Bush (Bloomington) excused herself at the beginning of the Closed Session and returned at the reopening of the Board meeting.

2. APPROVAL OF GENERAL MEETING AGENDA

The general meeting agenda was presented for approval with the following changes 9.1.2-Health and Medical Policy First Read is listed as one policy; it should be listed as three separate policies, 9.1.2.1-Health and Medical Goals, 9.1.2.2-Drug-Free Workplace/Drug-Free Schools, and 9.1.2.3-Tobacco-Free Schools. *Motion by Carter Peterson, seconded by Arlene Bush, to approve the meeting agenda. All in favor. Motion carried unanimously.*

3. OPEN FORUM FOR COMMUNITY COMMENTS - None

4. APPROVAL OF CONSENT AGENDA

The Consent Agenda was presented for approval. The Consent Agenda included the general meeting minutes from June 24, 2010; Smart Board Installation Review; and approval of the Routine Human Resource Activities for July 22, 2010. Mr. Chad Maxa, Director of Information & Technology, provided an overview on the Smart Board initiative in the District. *Motion by Ann Bremer, seconded by Nancy Rowley, to approve the consent agenda as presented. All in favor. Motion carried unanimously.*

5. SHARE THE SUCCESS & RECOGNITIONS - None

6. SUPERINTENDENT'S REPORT

Superintendent Lewandowski introduced Char Myklebust, Director of Mental Health & Partnerships. Char gave an overview of the contract with Hennepin County to support an ALC-Plus model to provide the educational services supporting at-risk youth who receive Hennepin County services such as probation, mental health, truancy, and out-of-home placement. At the recommendation of Superintendent Lewandowski, *a motion was made by Steve Antolak, seconded by Ann Bremer, to accept the ALC-Plus Partnership with Hennepin County contract. All in favor. Motion carried unanimously.*

Superintendent Lewandowski gave a brief overview on her recent participation in a delegation to Philadelphia to learn about their dropout prevention efforts. The impressive collaboration between the city, county, and school district energized the group that included Hennepin County Commissioners and staff as well as administrators from Osseo and Minneapolis.

7. INSTRUCTIONAL REPORT

Dr. Jane Holmberg, Executive Director of Teaching and Learning, answered questions related to two memos providing instructional information to the Board: 1) the 2009-2010 RAMP-UP Supplemental Education Services program and 2) the 2009 Adequate Yearly Progress results. Dr. Holmberg introduced a clip of the newly produced Math and Science Teacher Academy video and alerted the Board there will be significantly more grant dollars available for this training next year, allowing substitute costs to be covered for this year-long teacher training.

Laura Keller-Gautsch, Executive Director of Special Education, gave a brief overview on the Special Education Directors' meeting that was held in April 2010, which provided training on the planning and billing process of Itinerant Services. The meeting was followed up with a Zoomerang survey that showed a high degree of satisfaction with the quality of the training and materials.

8. ADMINISTRATIVE SERVICE REPORTS

Financial Report

Mrs. Janet Johnson, Director of Finance Services, presented the monthly financial report for June 2010. *Motion by Greg Thielsen, seconded by Ann Bremer, to approve the monthly financial report as presented. All in favor. Motion carried unanimously.*

Facilities Report

Board Facility Committee Chair Robb provided a brief overview on recent work done by the facilities committee to build a North Education Center. The group reviewed the question that had come from the previous Board meeting about the adequacy of the bike paths and found there were sufficient options both within the building and on the grounds. The facilities committee also discussed the North Education Center options chart showing square foot options. *Motion by Peyton Robb, seconded by Don Draayer, to approve to eliminate Option #1 from further consideration as presented. All in favor. Motion carried unanimously.* The Board will be asked to make a decision in the near future if the building should be bigger to incur less leased space.

Mrs. Janet Johnson, Director of Finance, presented to the Board elements of the financing that now is being projected at a total savings of 24% over the original projections, even with a larger building.

Board Facility Committee Chair Robb provided a brief overview on the committee's decision to recommend a demountable wall system in construction for ultimate design flexibility.

Board Facility Committee Chair Robb recommended to the Board to authorize the facility committee to move forward with a response letter to Robbinsdale concerning land purchase. *A motion was made by Carter Peterson, seconded by Linda Johnson, to amend the approval to authorize the facility committee to move forward with a response letter to Robbinsdale concerning land purchase with the amended changes from Board members. All in favor. Motion carried unanimously. Motion by Ann Bremer, seconded by Greg Thielsen, to approve to authorize the facility committee to move forward with a response letter to Robbinsdale concerning land purchase as presented. L. Johnson Abstained. Motion passed.*

Human Resources Report – None

Bloomington Public Schools – Closed Session

At the recommendation of Board Chair Johnson, *a motion was made by Steven Antolak, seconded by Nancy Rowley, to close the meeting to develop a plan for evaluation of the District's real and personal property, as required in Minnesota Statute §13D.05, subd. 3(c). All in favor. Motion carried.* The meeting was closed to the public at 8:29 PM. *A motion was made by Carter Peterson, seconded by Carol Bomben, to reopen the general meeting. All in favor. Motion carried unanimously.* The general meeting reopened at 9:27 PM

9. BOARD BUSINESS

Chair Report

At the recommendation of Board Chair Johnson, *a motion was made by Ann Bremer, seconded by Greg Thielsen, to postpone indefinitely agenda item 9.1.1-Policy Development, Adoption, Implementation and Review. All in favor. Motion carried unanimously.* Board member Antolak informed the Board that we would need a motion to bring the agenda item back up again.

A motion was made by Carol Bomben, seconded by Ann Bremer, to approve the Annual Organizational Memberships as presented. All in favor. Motion carried unanimously.

Board Chair Johnson requested volunteers for the Superintendent Contract Negotiation Committee.

Board Chair Johnson requested volunteers for the Superintendent Evaluation Process Committee.

At the recommendation of Board Chair Johnson, *a motion was made by Ann Bremer, seconded by Linda Johnson, to postpone agenda item 9.4.1.3- Board Evaluation/Discussion to the August 26 Board meeting. All in favor. Motion carried unanimously.*

AMSD Report - None

Organizational Report - None

Once Around the Table - None

10. ADJOURNMENT

Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 9:33 PM.

The next general meeting will be held on August 26, 2010, at 6:30 PM in the DSC Board Room.

Submitted by
Wauneen Mgeni
Secretary to the Board

Signed: Chair _____ Clerk _____

Date _____ Date _____

**ROUTINE HUMAN RESOURCES ACTIVITIES FOR THE INTERMEDIATE DISTRICT 287
SCHOOL BOARD – August 26, 2010**

LICENSED STAFF

1. New Hires:

A. Regular

- ABBY K. BARTELMA, School Psychologist at Hennepin County Home School, **refill for R. London**, effective August 24, 2010 – 1.0 FTE.
- SEAN H. CLARK, Instructor EBD at Bren Road Education Center, **additional position due to increased enrollment**, effective August 24, 2010 – 1.0 FTE.
- JODY L. DELAU, Interim Special Education Supervisor at Bren Road Education Center, **refill for B. Lake**, effective August 17, 2010.
- LAURIE J. ERICKSON, Instructor EBD at Bren Road Education Center, **refill for E. Skoglund (transfer)**, effective August 24, 2010 – 1.0 FTE.
- JOHN A. McNALLY, Instructor EBD at Bren Road Education Center, **refill for M. Smith**, effective August 24, 2010 – 1.0 FTE.
- KENNETH R. PASHINA, Instructor EBD and Technology at Bren Road Education Center, **refill for J. Moulsoff**, effective August 24, 2010 – 1.0 FTE.
- JASON REESE, Instructor Social Studies and Math at City West Academy, **refill for J. Becklund**, effective August 24, 2010 - .8 FTE.
- ADAM C. TEETER, Work Experience Coordinator/Instructor EBD at Bren Road Education Center, **refill for L. Valek (transfer)**, effective August 24, 2010 – 1.0 FTE.
- DANIEL R. THOMPSON, Instructor DCD at Edgewood Education Center, **additional position due to increased enrollment**, effective August 24, 2010 – 1.0 FTE.
- KAORU THOMPSON, Japanese Instructor at Robbinsdale Armstrong High School, **refill for M. Shaw**, effective August 24, 2010 - .8 FTE.

B. Reinstatement of Licensure Waivers

Reinstatement

- NICOLE MARTIN, Instructor EBD at Northwest Tech Center effective August 30, 2010 - .5 FTE.

C. Temporary:

- KATIE S. BURKHOLDER, Independent Study Program Lead at Cooper High School effective July 13, 2010 through June 30, 2011.
- PAMELA CARLSON, Homebound Instruction effective July 1, 2010 through June 30, 2011.

- MELISSA DAMON, Independent Study English Instructor at Eden Prairie High School effective July 9, 2010 through June 30, 2011.
- JESSICA GLBERT, School Psychologist Intern at Sandburg Education Center effective August 24, 2010 through June 13, 2011.
- BETH KOWSKI, Grant Training and Unit Development at South Education Center effective July 1, 2010 through December 31, 2010.
- NATALIE KRAMER, School Psychologist Intern at Bren Road Education Center effective August 24, 2010 through June 13, 2011.
- MIKE MATUSKA, Online Math Instructor effective June 15, 2010 through August 31, 2010.
- DONNA McCARTHY, Online Economics Instructor effective June 15, 2010 through August 31, 2010.
- DONNA MOE, Grant Curriculum Work at the District Service Center effective August 2, 2010 through January 10, 2011.
- STACY A. OTTE, Independent Study English Instructor at Richfield High School effective July 1, 2010 through June 30, 2011.
- KENNETH R. PASHINA, Grant Work at the District Service Center effective August 16, 2010 through September 30, 2010.
- MARY PETERS, Grant Curriculum Work at the District Service Center effective August 2, 2010.
- LARRY SIMENSON, Food Service Instructor at Eden Prairie Campus effective September 2, 2010 through January 28, 2011.
- BRANDON TAGG, Independent Study Math Instructor at Eden Prairie High School effective July 1, 2010 through June 30, 2011.
- CHRIS WHRITENOUR, Online P.E./Health Instructor effective June 15, 2010 through August 31, 2010.

D. Substitutes

-

2. Extended Leaves of Absence:

A. Unpaid

- NICHOLE R. DeHAVEN, Instructor EBD at Sandburg Education Center, 1.0 FTE effective for the 2010-2011 school year.
- MARY A. FRUSH, Occupational Therapist at South Education Center, .2 FTE effective for the 2010-2011 school year.

3. **Separations:**

A. **Dismissal**

-

B. **Resignation**

- TERRA FOSTER, Instructor EBD at Bren Road Education Center, effective June 30, 2010.
- BARBARA A. LAKE, Program Supervisor at Bren Road Education Center, effective August 16, 2010.
- MARCUS WASHINGTON, School Psychologist at Bren Road Education Center, effective June 30, 2010.

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

-

4. **Other:**

A.

* Indicates delay due to background check

** Indicates delay due to approval of Community Expert Request/license.

NON-LICENSED STAFF:

1. **New Hires:**

A. **Regular**

- SAMANTHA SANDGREN, Education Assistant at the Northwest Tech Center, **additional position due to increased enrollment**, effective August 30, 2010 Step 5 Lane 5 +BA – .875 FTE.
- MARAYE MICKEY-BROCKS, Clerical at North Vista Education Center, **refill for V. Roberts (transfer)** effective August 18, 2010 Grade III - 10 month – 1.0 FTE.
- CHRIS KENNEY, Information Technology Specialist at the District Service Center, **new position**, effective August 2, 2010 - 12 month – 1.0 FTE.
- MELINDA STATHOPOULOS, Clerical at South Education Center, **additional position due to increased enrollment**, effective July 19, 2010 Grade III - 12 month – 1.0 FTE.
- NATHAN ROWAN, Education Assistant at Sandburg Education Center, **refill for E. LeTendre (transfer)**, effective August 30, 2010 Step 9 Lane 1 - .875 FTE.
- AMY TIEDENS, Routing Coordinator, at the District Service Center, **new position**, effective August 16, 2010 - 12 month – 1.0 FTE.

- LINDA REES, Public Relations Liaison, at the District Service Center, **new position**, effective August 9, 2010 - 12 month – 1.0 FTE.
- ELIZABETH ARMSTRONG, Assistant Cook at South Education Center, **new position**, effective August 30, 2010 - 10 month - .75 FTE.

B. Temporary

- MICHAEL BREINER, Custodial Services at Various Sites, effective June 28, 2010 through September 3, 2010.

C. Substitutes

-

2. Extended Leaves of Absence:

A. Unpaid

- ROXANNE ATWOOD, Education Assistant at Edgewood Education Center, 1.0 FTE effective for the 2010/11 school year.

3. Separations:

A. Dismissal

- EDWARD LETENDRE, Education Assistant at Sandburg Education Center, effective August 23, 2010.

B. Resignation

- MAUREEN HOLLY, Education Assistant at Sandburg Education Center, effective August 18, 2010.
- SHAWN PROUDLOCK, Education Assistant at Sandburg Education Center, effective August 23, 2010.

C. Retirement (Regular/Disability)

-

4. Other:

ATTACHMENT TO ROUTINE HUMAN RESOURCES ACTIVITIES REPORT

ATTACHMENT TO ROUTINE HUMAN RESOURCES ACTIVITIES REPORT

Summer School

Special Education (FY10 wrap-up and FY11 start-up hours)

Ann Bukoskey

Jo Dunham

Licensed

ALC

Ellen Dunkle

Special Education

Michael Anderson

Sue Lauer-Browen

Michael Polys

Teresa Cosgrove

Janice Leafer

Sandra Shetka

Lynn Fiscus

Bruce Mulder

Career Tech

Candace Leopold

Reading Initiative Planning and Preparation

Mary E. Armstrong

Amanda D. Klutman

Brooke A. Peterson

Kathryn W. Bastiansen

Susan C. LaVelle

Nancy A. Soliday

Jennifer K. Justen

Donna L. Moe

Kayleen L. Taffe

Non-Licensed

Epsilon / Omegon

Latisha Jones

Ahantiy Young

Special Education

Joette Novotny

Brian Sandifer

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: August 26, 2010

TO: Sandra Lewandowski, Superintendent

FROM: Janet A. Johnson, Director of Finance

RE: Recommendation for Board Acceptance of the Statewide Health Improvement Program Grant from Hennepin County Human Services and Public Health Department

District 287/SEC has been awarded \$19,862.00 from Hennepin County Human Services and Public Health Department. This Statewide Health Improvement Program (SHIP) grant will support our school district's wellness policy, put into place at SEC practices that implement district policy specific to tobacco prevention and nutrition, and make recommendations for the rest of the district based on South Education Center's experiences during the grant year. The funding period for this grant is May 2010 – June 30, 2011.

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: August 23, 2010

TO: Sandra Lewandowski, Superintendent
Colleen Baumtrog, Executive Director of Administrative Services

FROM: Chad Maxa, Director of Information Technology

RE: **Board Approval of EMC Data Backup RFP**

Background Information

Over the past several years the District has invested in its technology infrastructure to meet the instructional and operational needs of students and staff. One area the IT Department has focused on to assist in meeting these needs was to implement the IT best practice of server virtualization, which we have implemented over the last two years. Server virtualization offers a greener and more cost effective approach to delivering critical IT services, while granting a highly available server infrastructure. This type of environment also requires a backup system designed specifically to operate in a virtual server environment.

After an extensive survey of the vendor market for the best solution, we selected EMC's Avamar backup solution. This product will meet our current disaster recovery needs, and will scale to meet our future disaster recovery plans after the North Education Center data center is online.

Proposal Recommendation

Requests for proposals were received by August 6th from TIES and St. Croix Solutions. The RFP's were scrutinized using the following criteria:

- Pricing
- Completeness, thoroughness and detail of your response
- Vendors must specify/attach documentation as to what equipment you are quoting.
- Vendor understanding of the project and work to be done.

After reviewing the vendor responses with Purchasing, my recommendation is to award St. Croix Solutions this project. The total cost of this project is \$136,500 and has already been accounted for in the FY11 budget. I am seeking Board approval of this RFP.

Top Things Board Members Should Know About Intermediate District 287's School Start-up for 2010-2011

Superintendent Lewandowski has charged staff to focus on four primary areas this upcoming school year. Here are just a few of the highlights of work underway to support efforts in (1) Instruction, (2), innovation, (3) technology, and (4) performance.

Instruction

A two day retreat in July prepared administrators and reading specialists to create plans for advancing student achievement in literacy. All full day programs drafted literacy goals and will receive help in achieving these goals from an expanded group of reading specialists and access to Read 180 curriculum. Many reading specialists also will act as data coaches for the professional learning communities (PLCs) at their sites, helping use assessments to drive instruction.



Bren Road Education Center has been chosen by the Minnesota Department of Education (MDE) to join a regional Positive Behavior Interventions and Supports (PBIS) cohort. Ten staff members each received two days of training at TIES to launch proactive support strategies this fall. A significant component of PBIS includes gathering data to determine the effectiveness of interventions. If successful, we will expand the PBIS model to other district sites in the years to come.

A new Area Learning Center program called "ALC PLUS" will be housed at two locations, South Education Center and Edgewood Education Center. The program is part of a Hennepin County and suburban school district collaborative effort to increase high school graduation rates. The Phase I target population will include 15 students at each site. The County will fund mental health, chemical health, case coordination, transportation, and systems navigation services for youth referred by County agencies.

Innovation

As part of the strategic plan, a total of 1.7 FTE has been invested to create nine part-time, site-based Innovation coach positions. The role of these teachers will be to help foster innovation at the sites and work with staff to remove barriers to change for effective instruction and service delivery. Mike Smart will coordinate the work of the coaches.

We are implementing new parameters for transporting students and anticipate cost saving through this major innovation. We have developed common guidelines for transportation that occurs during the day, and a new Routing Coordinator position has been added to increase efficiencies with the four contracted transportation vendors, reducing coordination time needed by on-site staff. We removed 14 special education vans in June and will begin the year with only 20 Type III vans across the District.

Technology

We have increased our investment in instructional technology and in using technology to become more efficient. With almost 90 new Smart Boards, giving us coverage in over half our classrooms, our teachers will have one more avenue to actively engage students. Approximately 100 staff will have received Smart Board training provided to us by TIES prior to school start. In addition, voice amplification systems have been installed to accompany the majority of our Smart Boards. We have also deployed a new wireless network across the District, giving staff and students ample wireless coverage for laptops and other mobile devices.

Performance

On July 22, we received the Compliance and Review Final Report of the special education monitoring activities conducted last year through the MDE. The report included 27 findings that result in the need for corrective action. These findings can be broken down in three areas: student records, conditional procedures (restraint and seclusion) and miscellaneous compliance issues. We carefully reviewed each finding before deciding to appeal 13 of them. The decision to appeal these particular findings was based on our opinion that the monitor identified findings based on isolated observations, misinterpreted comments by a staff member or inaccurate assumptions that did not reflect the practices, procedures or systems in operation at District 287. The written appeal and supporting documentation was sent to MDE on August 16. During this appeal process all other corrective action timelines are suspended. A full report on the monitoring process and the outcome of the appeal will be presented to the Board in October.

As we plan to welcome new staff members for the second annual New Staff Academy, we are pleased to note that we had 60 new staff last year and only 25 new staff as of this writing. We believe that improved spring layoff procedures combined with efforts to retain staff are beginning to pay off! For new staff we have hired, an enhanced mentoring system is being put in place.

Superintendent Summer Updates

Hennepin County Partnerships

Over the past year our work with Hennepin County has resulted in increased data sharing and the creation of a shared social worker model. On a more expansive front, our April meeting concluded with an agreement to support a bigger discussion around dropout prevention throughout Hennepin County. We specifically decided to explore a national model known as Multiple Pathways to Graduation. The link to the minutes of our last Superintendent meeting further describes those topics. ([SAC Meeting Minutes](#))

Several individuals participated in a summer visit to Philadelphia to learn how the Multiple Pathway Model might be utilized in our region. Commissioners Callison and McLaughlin attended on behalf of the County Commissioner group. Kristine Martin and two of her staff also traveled with the group. Kate McGuire and I participated as Superintendents. Dr. Jane Holmberg also attended from 287. All who attended agreed that the regional energy, the involvement of many entities, and the inspired leadership of this large metropolitan effort holds great promise for Hennepin County replication. To that end, several discussions continue to occur. Superintendents will study this initiative at our October 8th meeting. The outcome of the discussion will be to provide a profile of dropout data, and, an update on the data sharing project & shared social worker model. The October discussion will not include the County Commissioners. **Both the Superintendents and County Commissioners will be asked to attend a full day strategic conversation about a Drop out Prevention Partnership on November 10th from 8:00 a.m. - 4:00 p.m. We hope to involve leaders from the Philadelphia area. Your attendance is critical and represents an opportunity to forge a more effective partnership between the large entities of Hennepin County public schools and Hennepin County. Please place this full day on your calendars.**

2010-2011 Hennepin County/Superintendents Meetings

October 8, 2010	January 21, 2011	April 29, 2011	November 10, 2010
8:30am – 11:30am	8:30am – 11:30am	8:30am – 11:30am	8:00am – 4:00pm

Transportation Survey

As promised, I distributed a transportation survey to member district Superintendents in early June. We have collected responses from almost all member districts and will be sending the results when the final member district has provided their input. At this point, there appears to be interest in convening transportation directors to design a regional transportation model for consideration by Superintendents. It is yet unclear how many districts might elect to participate until additional detail is known. Any model which might be designed would be subject to discussion and approval by Superintendents. Thank you for your interest in this topic, I look forward to the work of your transportation experts. Additional information will be sent about the date and time for the planning meeting.

North Education Center

After fifteen months of study and close consultation with member districts, 287 is moving forward with the construction of a new building that will realize the 2005 long term facility plan. This spring the 287 Board voted to purchase the current Hosterman property from the Robbinsdale School District. Plans are moving forward with the design and construction of a new building on the current site in New Hope.

The new construction will allow 287 to keep its promise to member districts that future lease levy costs will stay at, or below, current levels assuming a 5% inflation factor. In fact, 287 is waiting word from MDE to learn whether we will be eligible for an additional QSCB (Qualified School Construction Bonds) award. Any additional award of these interest free bonds would add to the 16.5 million we have already been granted. This will greatly assist the cost effectiveness of the project.

While the School Board remains highly committed to the project, the Board was troubled by one element of the purchase agreement with the Robbinsdale School District. Specifically, the language around the land covenant limits District 287 in its future use and sale of the property. The purchase agreement does include a clause about uses that are “mutually agreeable” to the Robbinsdale School District and Intermediate District 287. While the covenant language does not present a current issue to the Intermediate, Board Members were concerned about the future sale of the property because of the potential limitations of the covenant language. The Board’s concern resulted in several exchanges by the 287 Board with the Robbinsdale Board. Those efforts did not result in expanding the covenant language beyond Robbinsdale’s original covenant language.

Ultimately, the 287 Board decided to move forward, having noted the benefits of the property purchase, and, having clearly articulated their concerns to Robbinsdale. The Board has asked that this concern be noted to all Superintendents. Please let me know if you have questions in regard to this matter, or, you can also have your business director talk to Janet Johnson at 763-550-7156.

Withdrawal of the Bloomington School District from Intermediate District 287

In June, Business Directors and Superintendents were invited to a meeting in regard to the Bloomington withdrawal. Ongoing exchanges between the two districts about the distribution of assets and liabilities have occurred. There has not yet been an agreement as to how to proceed with that important and precedent setting process. To further assist 287 as we proceed, an additional business director meeting has been set for Sept 2nd. Please see the link to the agenda. ([BDAC Meeting Agenda](#))

Our hope is to use the business director group to guide the next phase of this discussion. Similar to the June meeting, we would like to invite any Superintendent who would like to participate to join the discussion on Sept 2nd. Please let me know if you plan to attend.

Administrative Division PLC

May 12, 2010

2:30-3:30pm

Purpose

To improve operational efficiencies within the Administrative Services Division and District-Wide.

Outcomes

To understand assessment results from one another's departments

To present the results to our colleagues

To share the responsive, innovative, solutions implemented from the fall division meeting

To celebrate the FY10 PLC success!

Agenda

- Welcome
- Present assessment results
- Share responsive, innovative, solutions
- Celebrate FY10 success

PLC Goals

Presenting Assessment Results

FY10 Division Goal

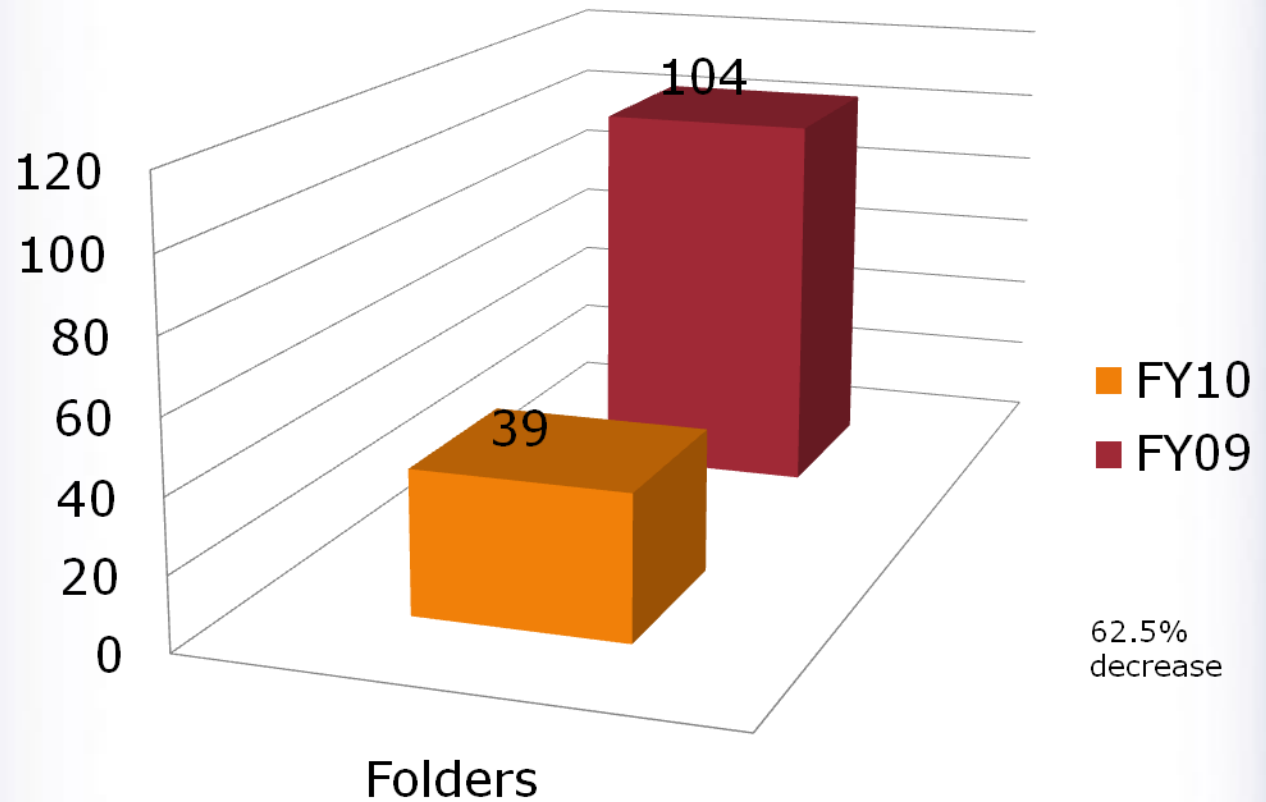
By June 2010, the Administrative Services Division will have increased the participation in data collection by means of electronic tools that meets the changing needs of the division as measured by pre and post assessments.

Student Information Systems

Beginning July 1, 2009 and ending June 30, 2010, the Student Information Systems Department will be scanning School Year 2010 enrollment documents into i.Content on a daily/weekly basis and we will have made it a part of our routines. We will begin to address storage space issue on the team's T: drive as well. **This will be evident by the removal of physical filing cabinets** in our department and will give us the ability to retrieve enrollment documents via i.Content when billing/resident district questions arise. **This will also be evident by better organization on the T: \\SIS team drive.** Allowing quicker access to important documents.

SIS: Assessment Results

T-Drive Reorganization

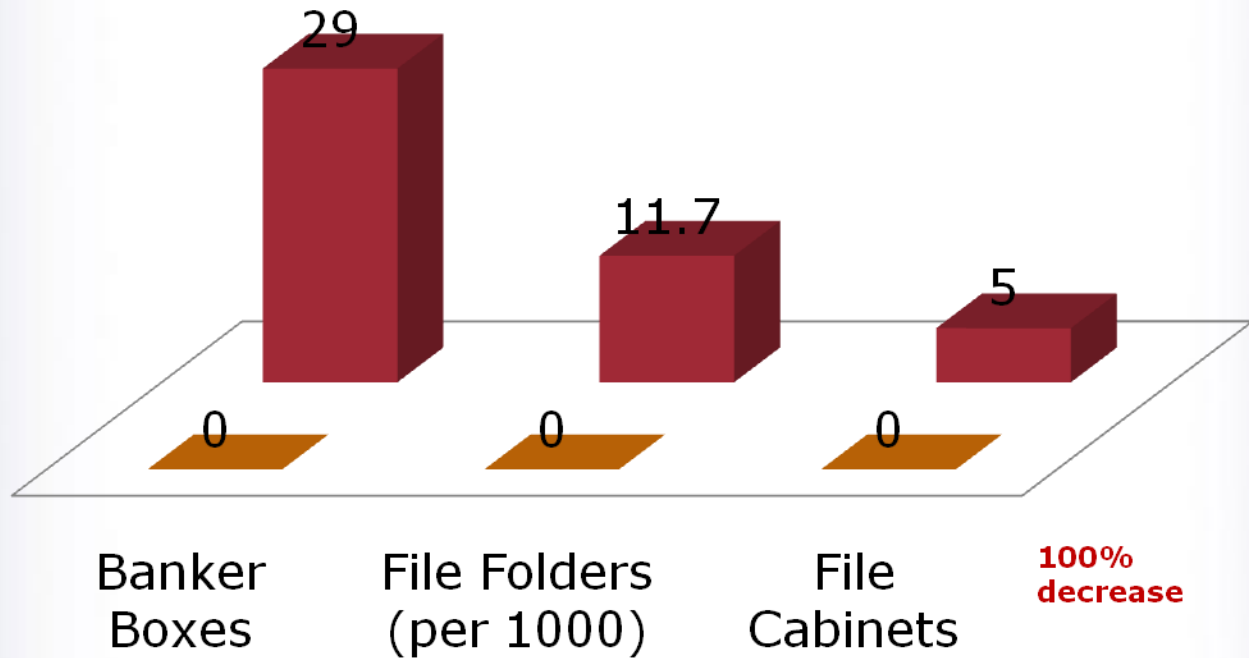


SIS: Assessment Results

Number of student records remains at average.

iContent

■ FY10 ■ FY09



SIS: Highlights

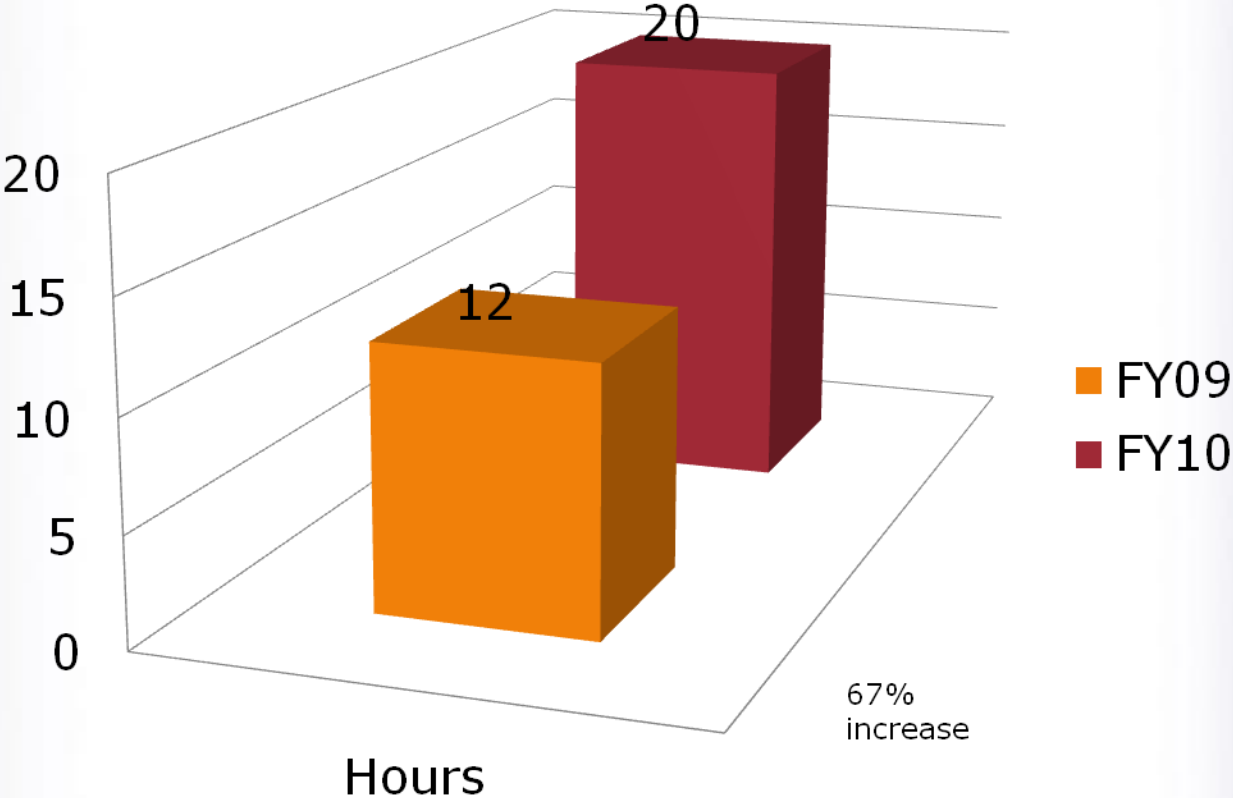
- Now able to locate enrollment documents from anywhere in the district.
- The department has realized a time saving efficiency that will continue to grow into the future as we become even more familiar.
- 5 File Cabinets have been removed from the Department, freeing up space to add a scanning workstation
- PLC enhanced staff knowledge of software and it's capabilities which assisted in making connections with other processes.
- T-Drive reorganization is now based upon record retention policy, therefore ease in maintaining files will be experienced

Purchasing

By March 2010, Purchasing will have explored ideas and adjusted department workloads as necessary, so as to **provide purchasing and accounts payable staff adequate time for entering records** management data as measured by pre and post time monitoring.

Purchasing: Assessment Results

Additional Time



Purchasing: Highlights

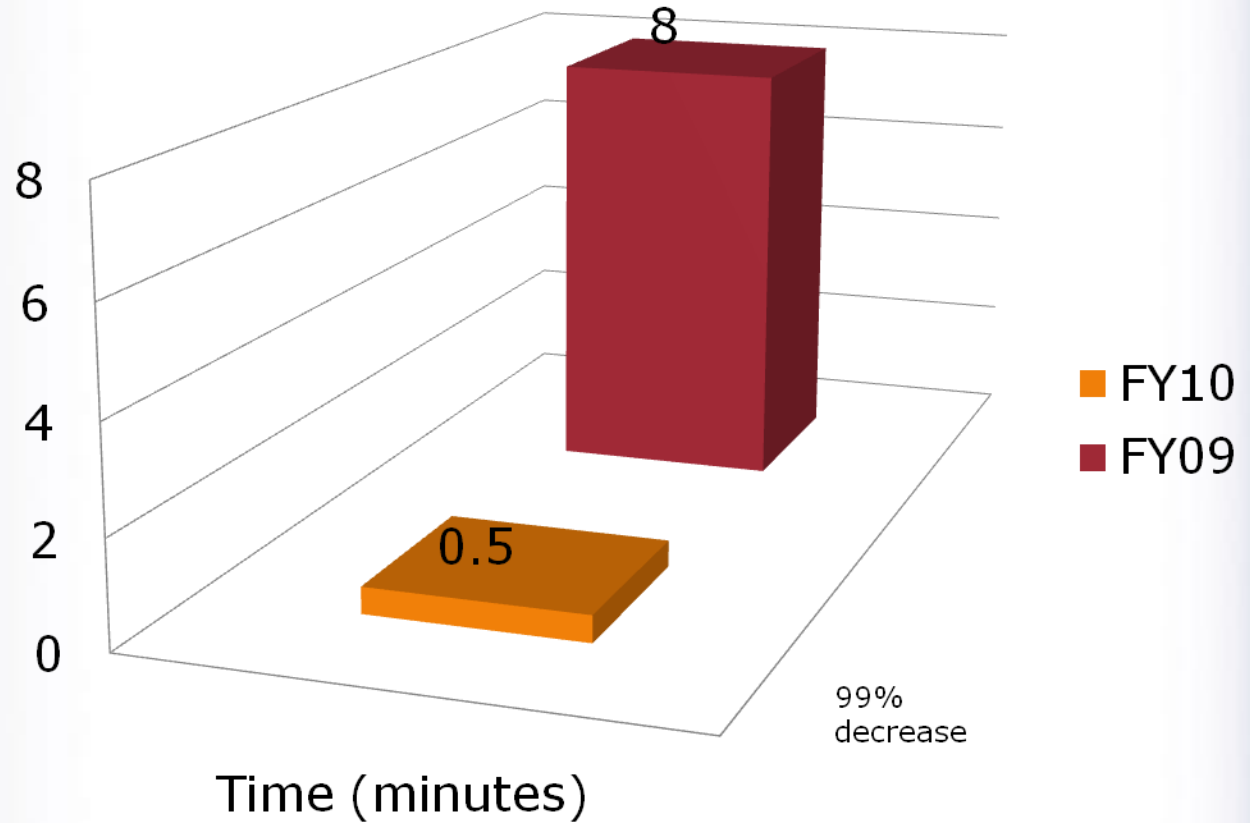
- The success of on-line purchasing, combined with the realignment of responsibilities, and a second scanner have provided additional hours.
- A huge impact of these results is that others can now access AP paid records.
- PLC created a group effort with everyone contributing.

Human Resources

By June 2010, Human Resources will have worked collaboratively with TIES to **increase the retrieval efficiency of the iContent system and scanned 90% of HR's priority documents.** The priority documents are personnel files for: new hires in the 2009-2010 school year and employees who were employed during the 2008-09 and/or 2009-2010 school years but have left the District.

HR: Assessment Results

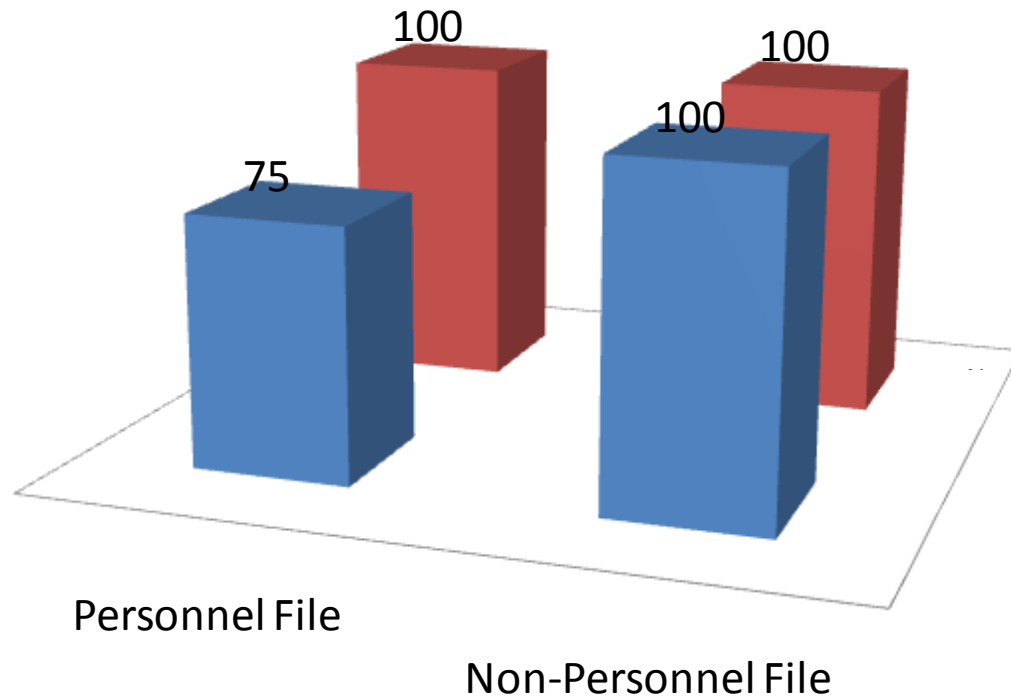
Retrieval Efficiency



HR: Assessment Results

Scanning Priority Documents

■ % files - complete ■ % files - start



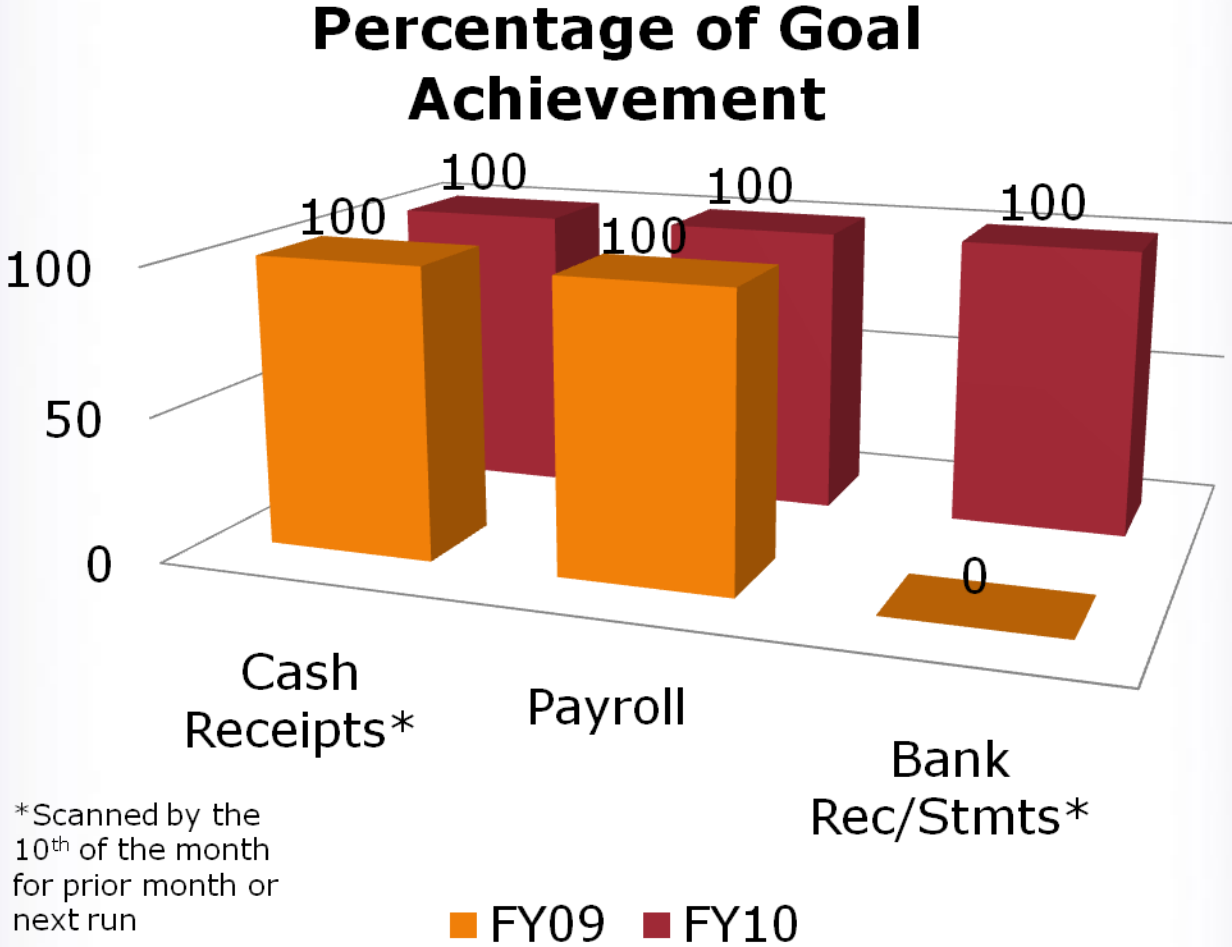
HR: Highlights

- Learning the “Boolean Searching” process was key to document retrieval
- Looking to use internal resources (VOS ATTAİN) to scan employee files.
- The learning results provided the department with a broader prospective on the value of bringing other departments in on the planned process.
- The PLC has had a tremendous impact on how we interact with each other and to work as a team to achieve a desired goal.

Finance

- Cash Receipts- implemented by 6/30/09. For 2010 the goal is to regularly have **all receipts scanned in by the 10th of the month** for the prior month.
- Payroll- implemented by 6/30/09 (currently is being saved to network drive because it is all TIES reports). Will **start saving to iContent once it has the ability to download reports directly** instead of them needing to be printed first. For both the current way of saving and for iContent, the goal is to regularly have data into system before the next payroll is run.
- Bank Reconciliations and Bank Stmts./Cleared Checks- implemented by 6/30/10. The goal is to **regularly have scanning into system before the next bank stmt. is received.**
- A/P- is scanning invoices manually. **Once TIES has the ability to print barcode separator sheets, the goal is to regularly have data into system before the next a/p run.**

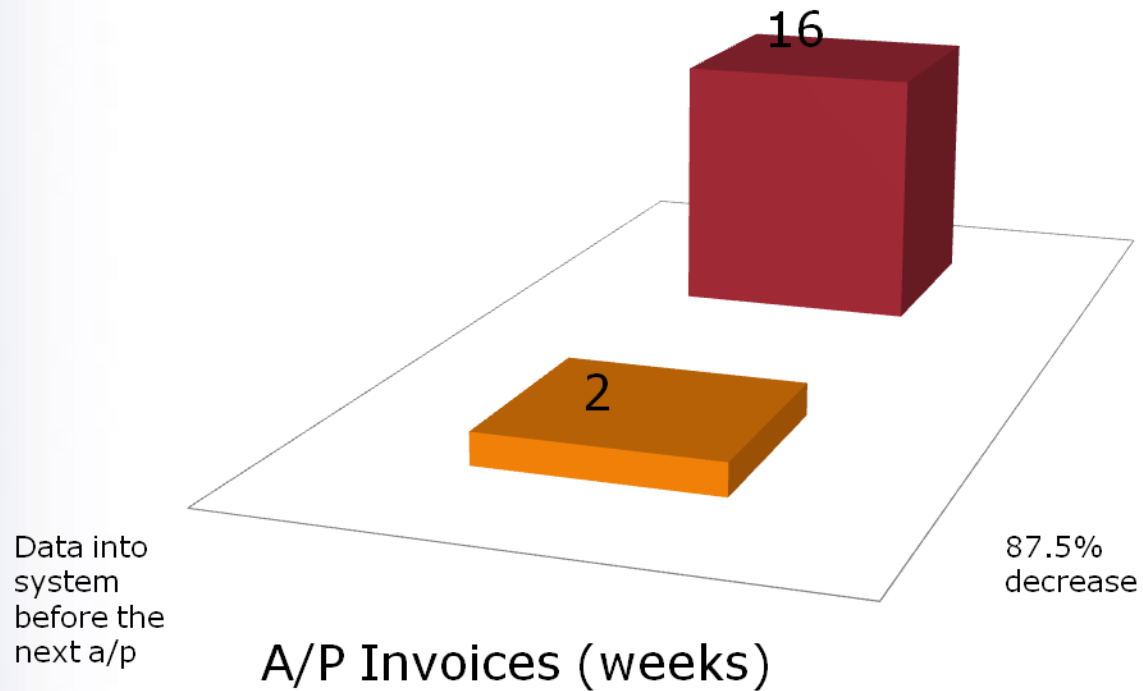
Finance: Assessment Results



Finance: Assessment Results

A/P Scanning Goal

■ FY10 ■ FY09



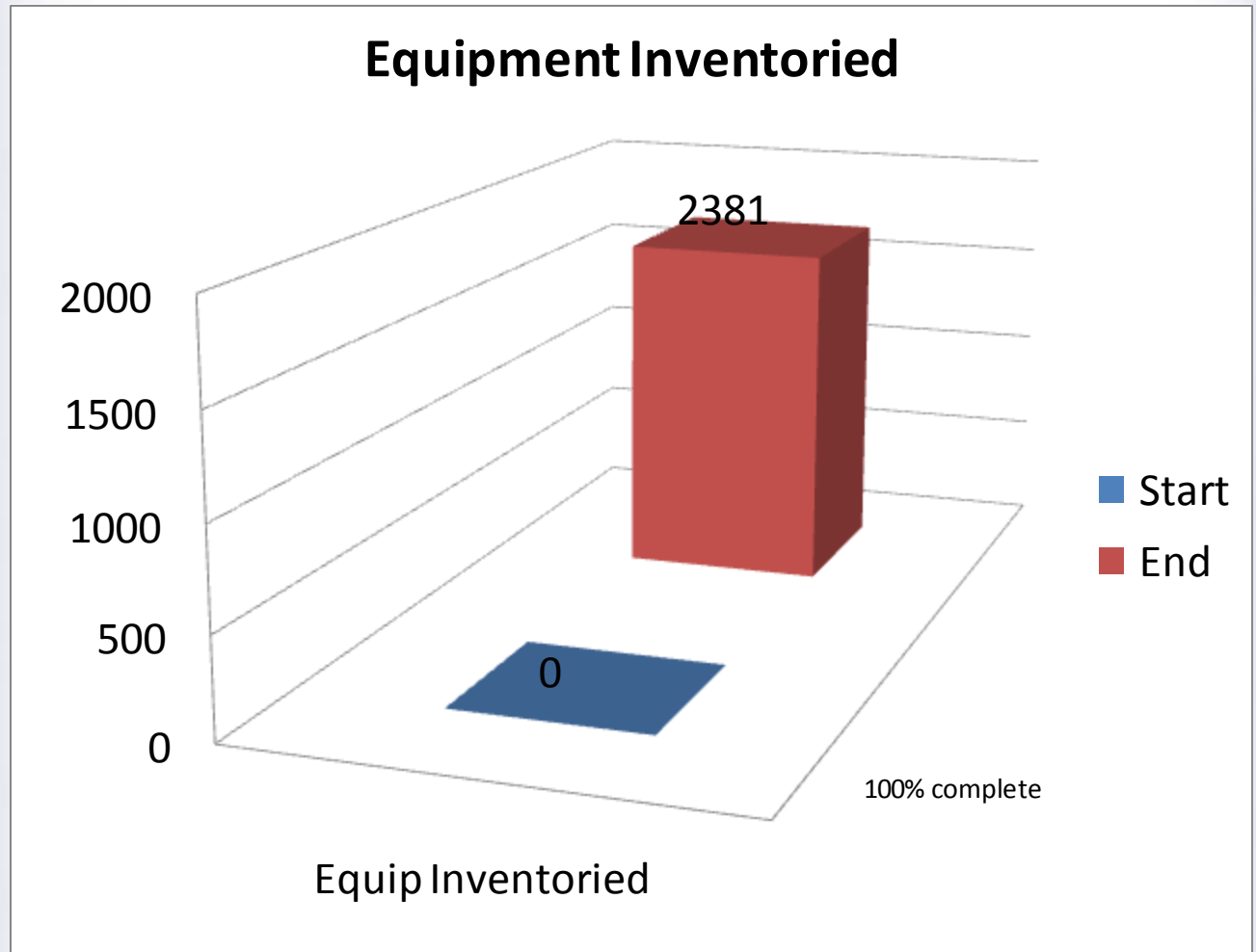
Finance: Highlights

- The team has managed to accomplish a lot going at it the “hard way” as they wait for the system upgrades to ease the process (such as A/P barcodes & P/R report availability to be directly submitted into iContent).
- The work on iContent has showed the group how to work together towards a common goal. It allowed us to review duties and the work flow process.
- The PLC has helped to cultivate a strong and productive working environment, both within the Finance Department, and with Human Resources.

Information Technology

To research and select a new work order system that incorporates an asset management program for all IT related equipment. By June 30th, 2010, the **work order system will be available for staff** to enter work orders and **the asset management system will contain an accurate technology inventory.**

IT: Assessment Results



IT: Highlights

- School Dude will be the work order system and staff are familiar with this system.
- School Dude is on target to be available for staff as of July 1, 2010.
- A more accurate inventory will provide better information to divisions for their planning purposes.

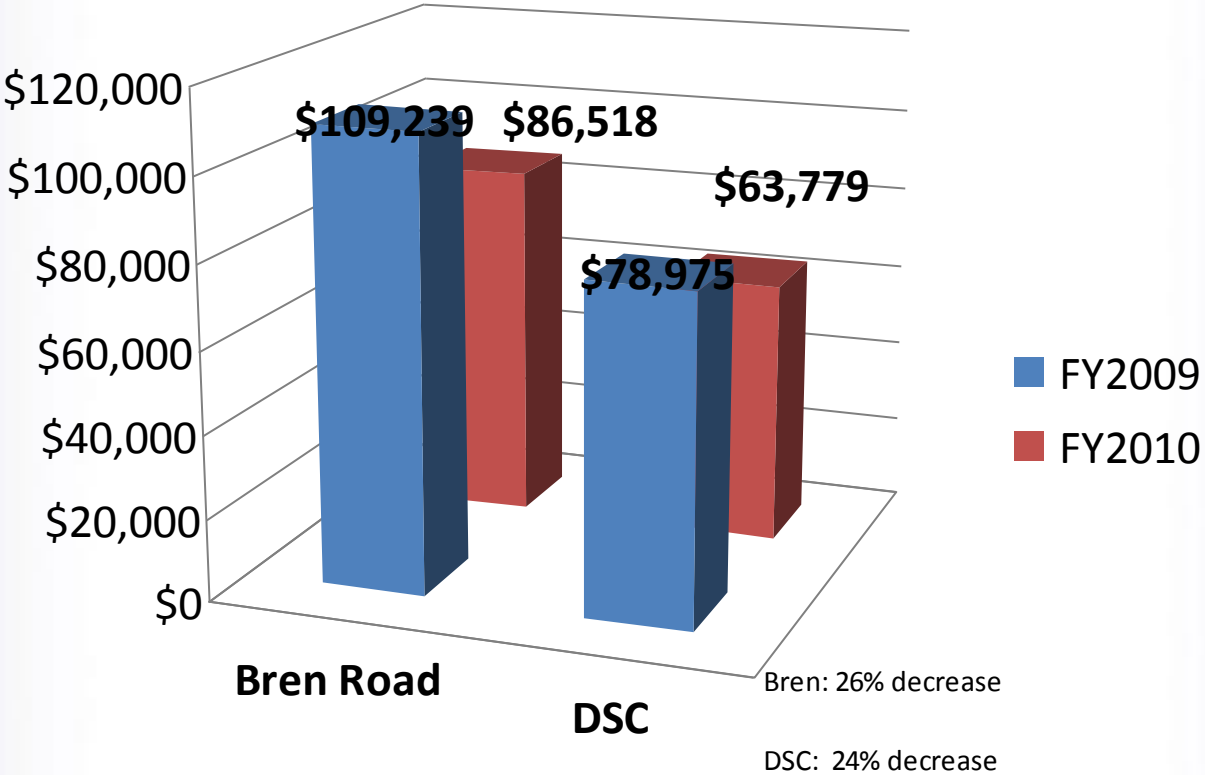
Facilities

During the 2009 -10 school year, Facility Management will work to **provide energy efficiency solutions** at our sites, both owned and leased, **by an average of 5%** by June 30, 2010. These efficiencies will be **measured by tracking our energy use via the energy tracking section of School Dude.**

These pieces of data are entered monthly and will show changes in usage as we make changes operationally to these buildings.

Facilities: Assessment Results

Energy Usage by Cost



Facilities: Highlights

- A decrease in energy use equates into savings in dollars for the District.
- Data input into the School Dude energy tracking program provides for quick turn around in energy and dollar savings. (see handouts)

Special Projects

By June 2010, the front desk will increase phone transfer accuracy to 90% as measured by pre and post Mitel phone system information.

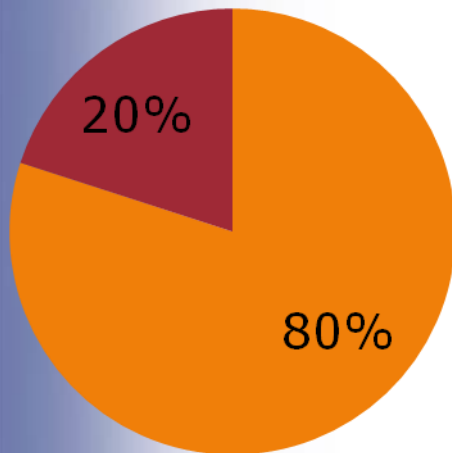
Special Projects: Assessment Results

Unknown Recipient

Based on 10 unknown recipient calls per 2 wks

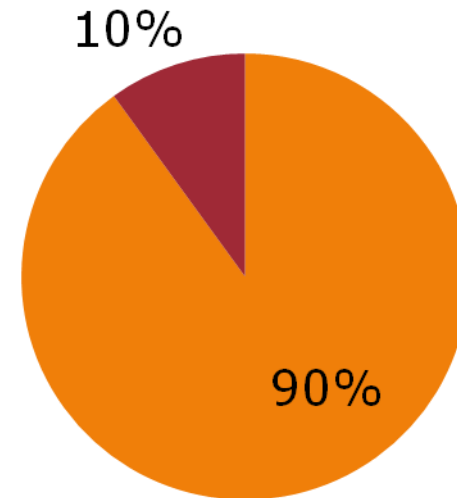
Start

- Calls Accurate
- Calls Not Accurate



End

- Calls Accurate
- Calls Not Accurate



Special Projects: Highlights

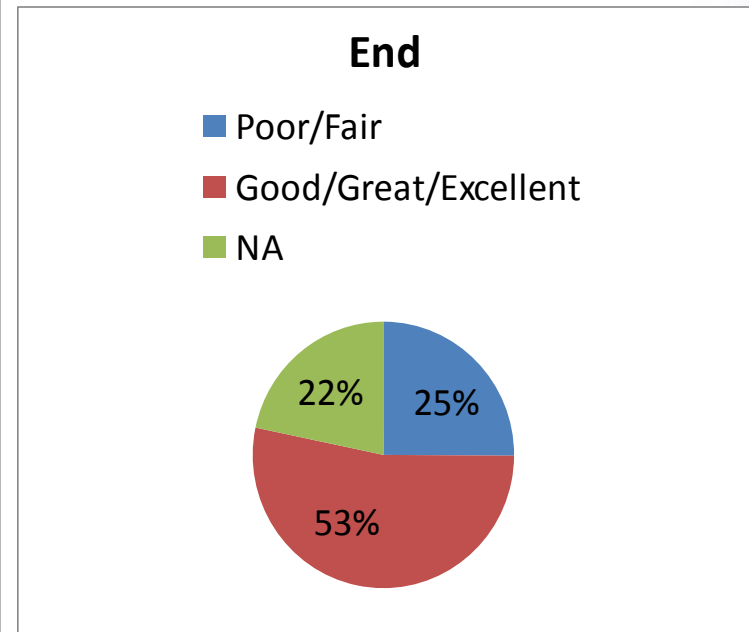
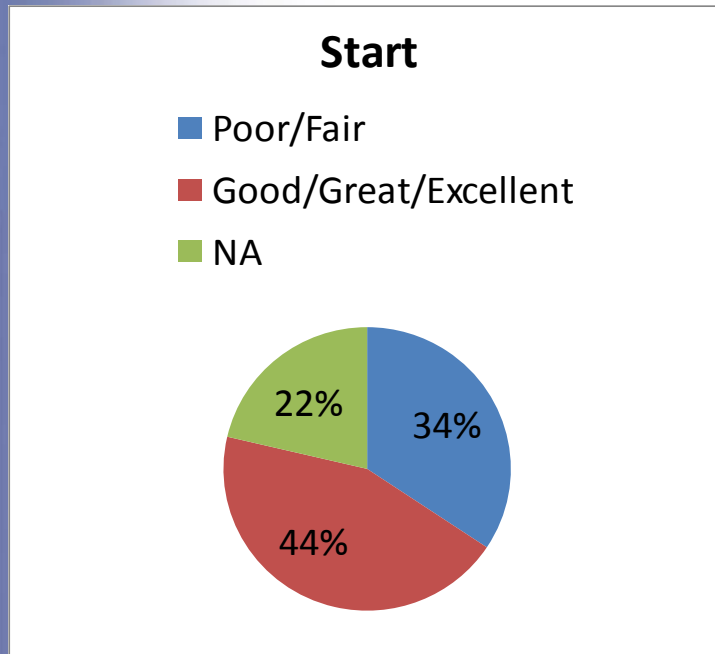
- Working with IT:
 - Added a comments section in the Mitel phone system to customize for an individual.
 - Identified staff responsible for making changes to the online directory and Mitel phone system.
- Working in a PLC environment invites all departments to work together to help one another reach their goal.
- For this specific goal, it could not have been reached without the help of the IT department.

Leadership Team

By June 2010, the Administrative Services Leadership Team will have increased their comfort level using electronic tools as a means of accessing data by 25% as measured by pre and post subjective survey.

Leadership Team: Assessment Results

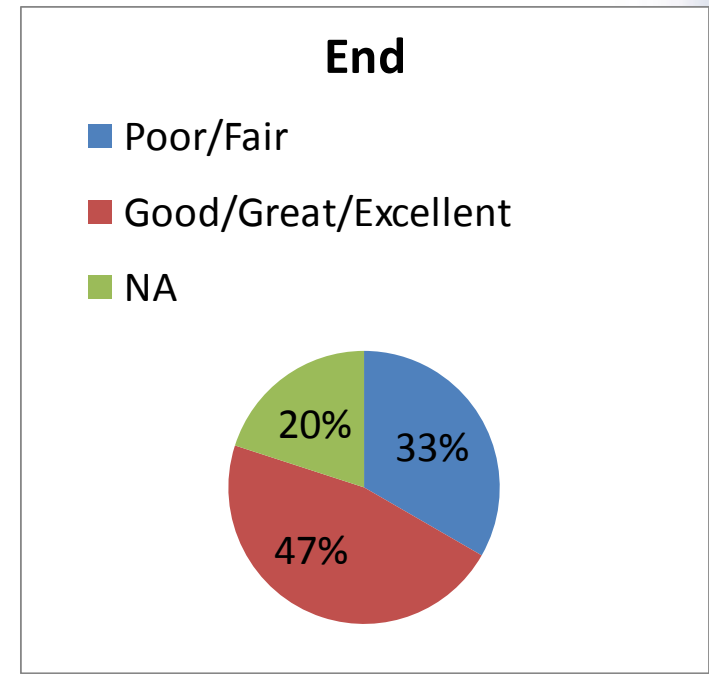
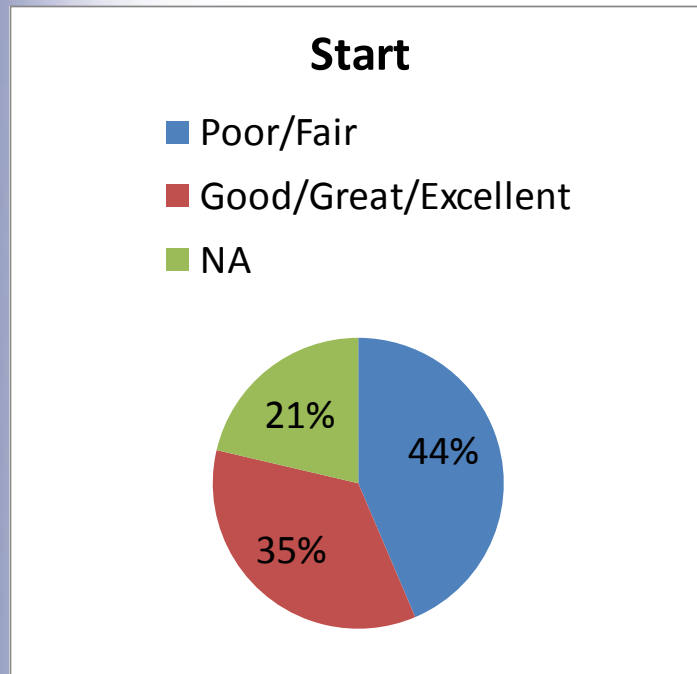
How comfortable you feel about accessing the data electronically



20% increase

Leadership Team: Assessment Results

How often you access the data electronically only



34% increase

Leadership Team: Highlights

- Leadership percentage increase in the good/great/excellent categories 20% in how comfortable they feel about accessing data electronically.
- Leadership percentage increase in the good/great/excellent categories 34% in how often they access the data electronically
- Leadership has made a commitment to meet on a regular basis to enhance professional learning.

Responsive. Innovative. Solutions

Solutions developed from our fall PLC that focused on PLC Achievement:

- Internal iContent SIG
- Training Opportunities
- Empower ourselves to learn
- Willingness to work together

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

Regular Meeting – August 26, 2010

AGENDA SECTION: ADMINISTRATIVE SERVICES REPORTS

ITEM: Approval of Routine Monthly Finance Report

PRESENTED BY: Janet A. Johnson, Director of Finance

1. Background Information

The July Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds totals \$24,855,145, or 32.8% of the Adopted Revenue Budget of \$75,670,471. The District’s monthly revenue report will continue to reflect the impact of our conversion to the MDE Special Education Uniform Tuition system and related payments coming from the State. Over the course of the year our revenue reflects the cash payments we receive from MDE. During FY09 we were receiving payments based upon 90% of the entitlement. That dropped to 73% in FY10 and will be 70% in FY11. Revenue will be made whole at the end of each fiscal year as we calculate all of our receivables and recognize the revenue receivable as part of the audit.

Year-to-date expenditures in all funds, total \$3,470,623 or 4.7% of the Adopted Expenditure Budget of \$73,704,473.

The FY10 year end numbers are very preliminary at this point. Numerous receivables and payables are being calculated. The numbers will continue to change up to and through the audit process later this fall.

DDA

Attachments

2. Fiscal Impact/Funding Source: None

3. RECOMMENDED ACTION: The Board approve the Finance & Donation Report items as presented.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

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

REPORT: EXPREV 006 REVENUE SUMMARY BY FUND - Board Report
 STATEMENT OF REVENUE
 DIST 0287 Intermediate District 287 ACCOUNTING PERIOD 07/01/10 TO 07/31/10

RUN: TUE 081010 08:21 PAGE 1

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

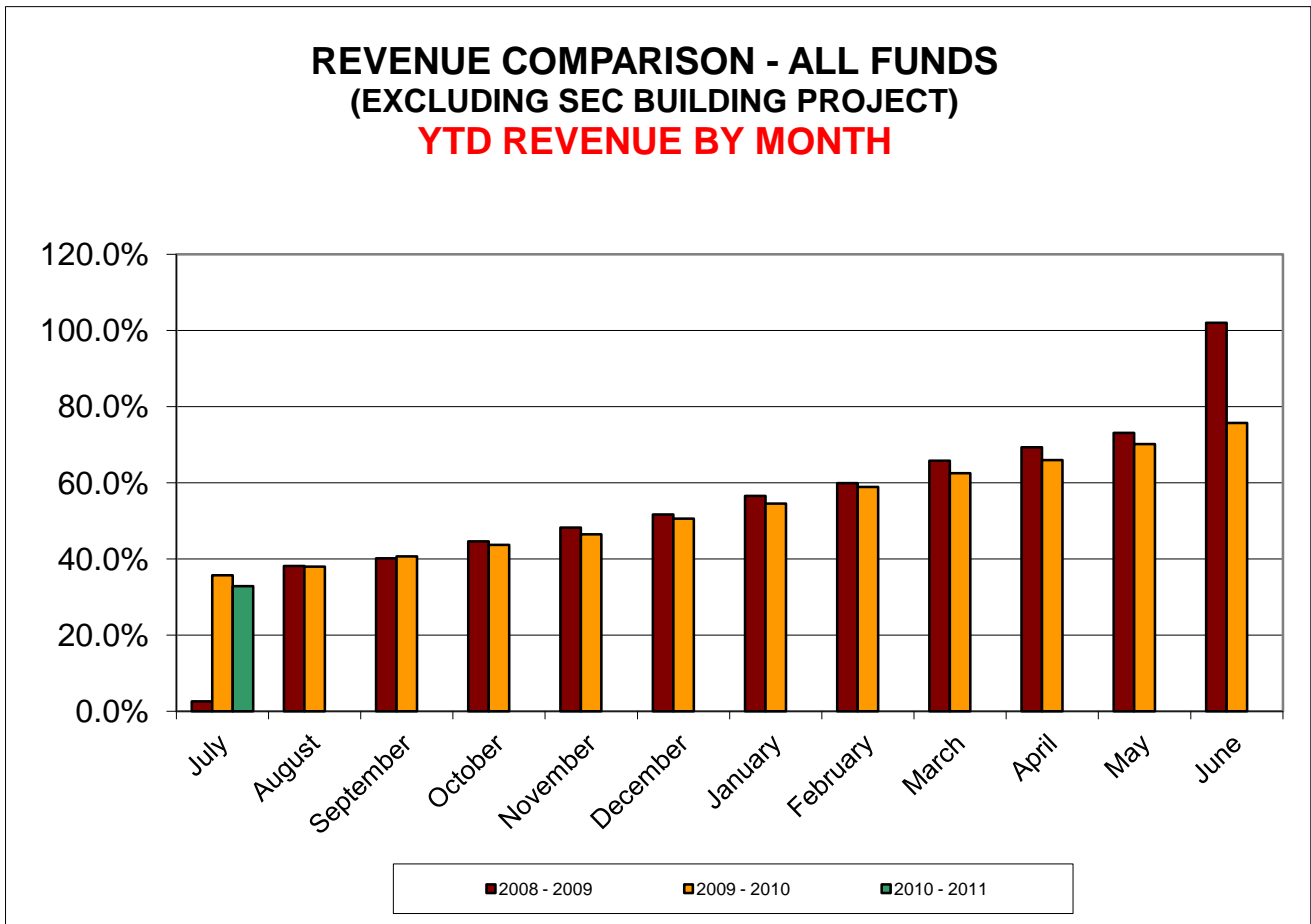
FD 01	PRIOR YEAR ACTUAL	FISCAL YEAR 201007				REMAINING ON 07/31/10	PERCENT REMAINING
		< - - - - - REVISED BUDGET	07/01/10 07/31/10	RECEIVED THRU 07/31/10			
01 GENERAL FUND	9,635,119.50	18,574,613	22,774,288.40	22,774,288.40		4,199,675.40-	22.60-%
02 FOOD SERVICE FUND	147,446.00	378,066	0.00	0.00		378,066.00	100.00 %
04 COMMUNITY SERVICE FUND	229,748.96	302,960	2,379.46	2,379.46		300,580.54	99.21 %
09 AGENCY FUND - FLEX FUND	359,678.86	0	11,807.70	11,807.70		11,807.70-	0.00 %
12 ALC-ACADEMIC	7,745,192.11	8,183,062	50,843.56	50,843.56		8,132,218.44	99.37 %
13 CAREER & TECH	1,649,007.71	1,926,354	0.00	0.00		1,926,354.00	100.00 %
14 SPECIAL EDUCATION	34,802,819.35	46,276,616	2,015,355.25	2,015,355.25		44,261,260.75	95.64 %
20 INTERNAL SERVICE FUND	401,089.63	0	0.00	0.00		0.00	0.00 %
30 KEYSTONE ITD	843,140.62	0	0.00	0.00		0.00	0.00 %
41 DONATIONS	2,134.55	0	49.20	49.20		49.20-	0.00 %
51 STUDENT CLUBS	30,704.33	28,800	421.48	421.48		28,378.52	98.53 %
*** REPORT TOTALS:	55,846,081.62	75,670,471	24,855,145.05	24,855,145.05		50,815,325.95	67.15 %

DISTRICT 287

REVENUE COMPARISON - ALL FUNDS EXCLUDING SEC BUILDING PROJECT

Month	2008 - 2009		2009 - 2010		2010 - 2011	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	1,848,739	2.6%	26,339,259	35.7%	24,855,145	32.8%
August	25,269,197	38.1%	1,662,122	37.9%		
September	1,488,574	40.2%	2,014,369	40.7%		
October	3,156,289	44.6%	2,236,266	43.7%		
November	2,534,489	48.2%	2,016,891	46.4%		
December	2,467,467	51.6%	3,033,588	50.5%		
January	3,455,875	56.5%	2,938,663	54.5%		
February	2,420,448	59.9%	3,222,516	58.9%		
March	4,158,279	65.7%	2,660,739	62.5%		
April	2,528,874	69.3%	2,539,462	65.9%		
May	2,695,389	73.1%	3,109,298	70.1%		
June	20,591,549	102.0%	4,072,908	75.7% *		
TOTAL	72,615,169	102.0%	55,846,082	75.7%	24,855,145	32.8%
BUDGET	71,203,550		73,818,687		75,670,471	

*Pre Audit



REPORT: EXPREV 007 EXPENDITURE SUMMARY BY FUND - Board Rept
 STATEMENT OF EXPENDITURES
 DIST 0287 Intermediate District 287 ACCOUNTING PERIOD 07/01/10 TO 07/31/10

RUN: WED 081110 09:31 PAGE 1

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

FD	PRIOR YEAR ACTUAL	< - - - - - REVISED BUDGET	07/01/10 07/31/10	- - - - - FISCAL YEAR 201007 EXPENDED THRU 07/31/10	- - - - - ENCUMBERED THRU 07/31/10	- - - - - REMAINING ON 07/31/10	- - - - - PERCENT REMAINING
01 GENERAL FUND	16,881,395.23	18,486,175	1,857,373.67	1,857,373.67	1,876,408.86	14,752,392.47	79.80 %
02 FOOD SERVICE	248,538.03	378,066	9,073.36	9,073.36	3,429.27	365,563.37	96.69 %
04 COMMUNITY SERVICE FUND	341,424.45	294,105	8,643.48	8,643.48	10,250.85	275,210.67	93.57 %
06 BUILDING CONSTRUCTION FUND	295,527.49	0	15,646.24	15,646.24	353,523.43	369,169.67-	0.00 %
09 AGENCY FUND - FLEX FUND	324,162.27	0	11,807.70	11,807.70		11,807.70-	0.00 %
12 ALC-ACADEMIC	6,935,428.99	7,920,291	477,196.14	477,196.14	154,963.67	7,288,131.19	92.01 %
13 CAREER & TECH	1,814,943.94	1,835,278	44,145.30	44,145.30	2,448.51	1,788,684.19	97.46 %
14 SPECIAL EDUCATION	41,569,492.59	44,761,758	1,046,736.83	1,046,736.83	806,161.65	42,908,859.52	95.86 %
20 INTERNAL SERVICE FUND	270,153.29	0	0.00	0.00		0.00	0.00 %
30 KEYSTONE IDT	600,000.00	0	0.00	0.00		0.00	0.00 %
51 STUDENT CLUBS	31,913.54	28,800	0.00	0.00	395.01	28,404.99	98.62 %
*** REPORT TOTALS:	69,312,979.82	73,704,473	3,470,622.72	3,470,622.72	3,207,581.25	67,026,269.03	90.93 %

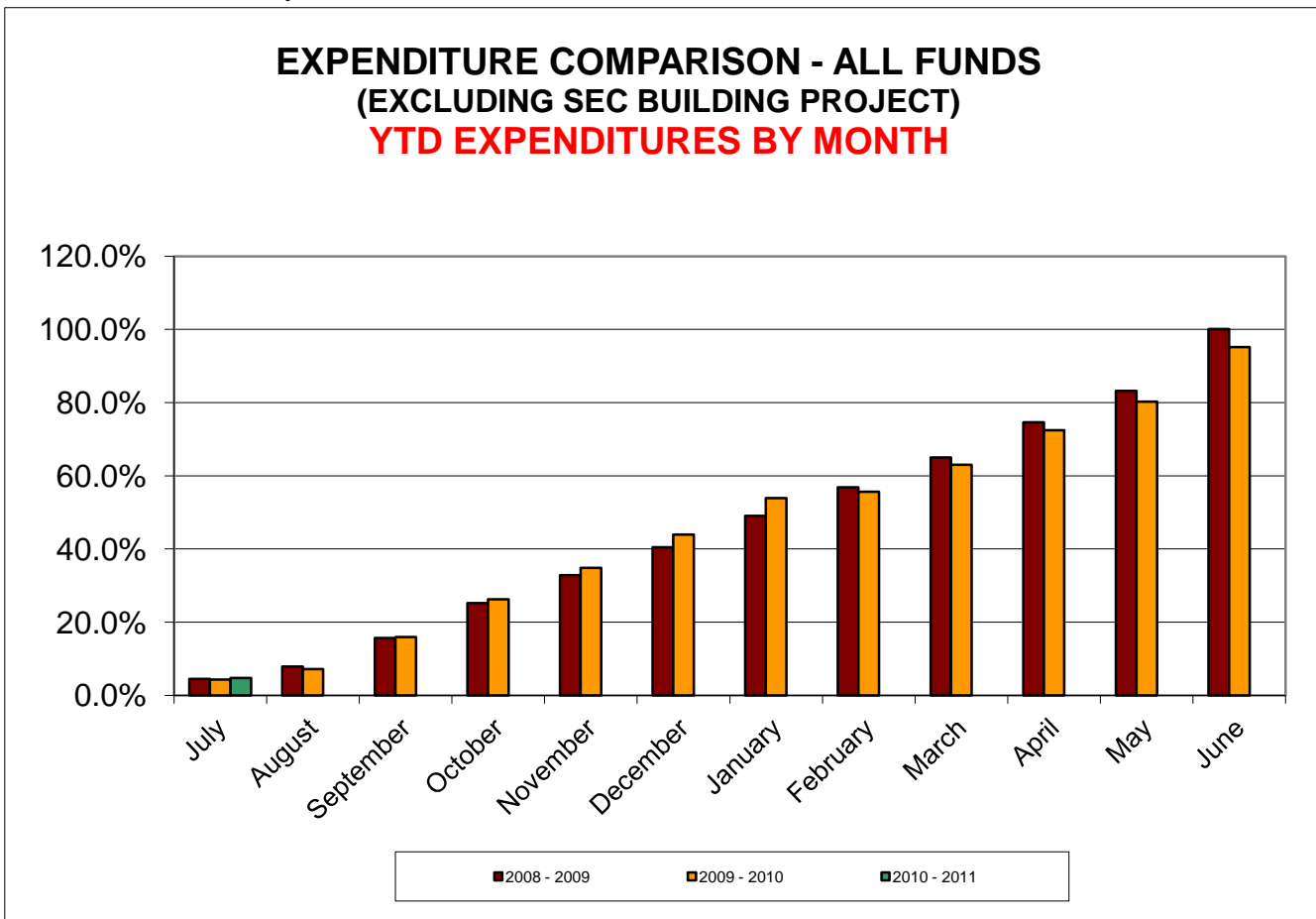
DISTRICT 287

EXPENDITURE COMPARISON - ALL FUNDS EXCLUDING SEC BUILDING PROJECT

Month	2008 - 2009		2009 - 2010		2010 - 2011	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	3,131,464	4.5%	3,110,761	4.3%	3,470,623	4.7%
August	2,428,763	7.9%	2,109,112	7.2%		
September	5,457,295	15.7%	6,398,418	16.0%		
October	6,728,518	25.3%	7,497,732	26.3%		
November	5,330,730	32.8%	6,246,933	34.8%		
December	5,361,530	40.5%	6,653,398	44.0% *		
January	6,044,579	49.1%	7,240,751	53.9% *		
February	5,459,050	56.8%	1,245,041	55.6% *		
March	5,770,557	65.1%	5,409,777	63.1%		
April	6,755,660	74.7%	6,861,541	72.5%		
May	6,017,108	83.2%	5,652,779	80.2%		
June	11,887,784	100.1%	10,887,027	95.2% **		
TOTAL	70,373,038	100.1%	69,313,272	95.2% *	3,470,623	4.7%
BUDGET	70,271,671		72,817,617		73,704,473	

**Pre Audit

* All required adjusting entries have been completed to correct the benefit cost overstatement. These reflect the adjusted numbers.



INTERMEDIATE DISTRICT 287

Partner in Education

DATE: **August 10, 2010**

TO: Members of the School Board

FROM: Janet A. Johnson, Director of Finance

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

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

- | | |
|---|---------------------------------|
| 1. Claim payments for: July 2010 | Totaling <u>\$ 4,968,512.38</u> |
| a) Check #'s 479010 - 479514, 70006987 - 70007025
and Electronic Wire Transfers out - #'s 2161 - 2173, 80000048 - 80000057 | |
| 2. Payroll for: July 2010 | Totaling <u>\$ 1,096,825.39</u> |
| a) Check #'s 675120 - 675148
b) Direct Deposit #'s 173694 - 174813 | |
| 3. Receipts for: July 2010 | Totaling <u>\$ 3,502,048.00</u> |
| a) Receipt #'s 126971 - 127107
and Electronic Wire Transfers in | |
| 4. Investments at end of month | Totaling <u>\$ -</u> |

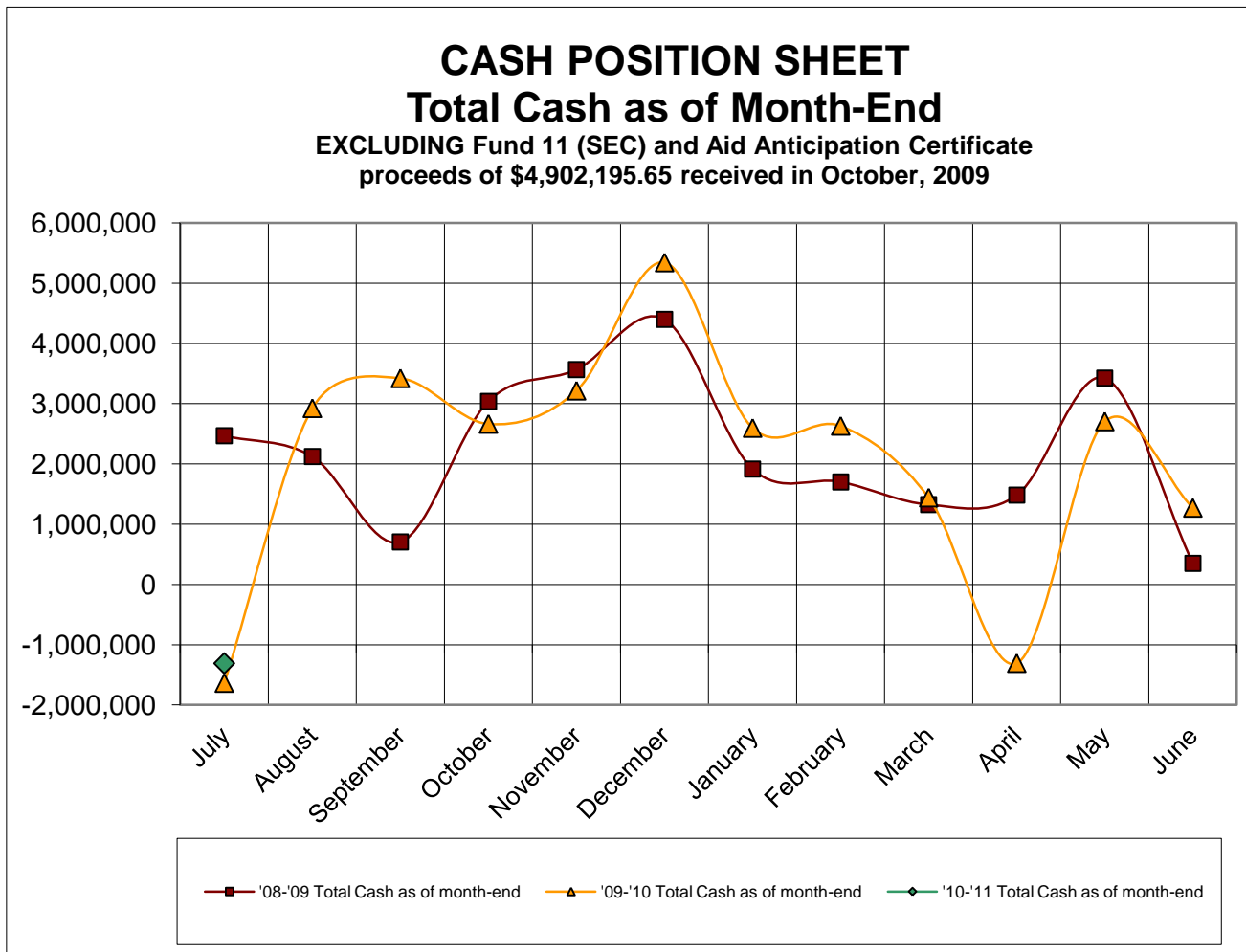
Expenditures, wire transfers, payroll, claims receipts and investments have been prepared under the direction of Dave Anderson and is presented for approval by the School Board. Dave and I would be glad to answer any questions.

Intermediate District 287

Cash Position Sheet- Monthly Total Net Cash- All Accounts
(EXCLUDING Fund 11 - SEC):

<u>Date</u>	<u>'08-'09 Total Cash as of month-end</u>	<u>'09-'10 Total Cash as of month-end</u>	<u>'10-'11 Total Cash as of month-end</u>
July	2,466,323	-1,635,886	-1,311,376 *
August	2,120,954	2,924,129	
September	703,434	3,420,767	
October	3,040,273	2,663,437 *	
November	3,565,934	3,215,281 *	
December	4,399,671	5,343,251 *	
January	1,915,347	2,595,593 *	
February	1,701,975	2,630,541 *	
March	1,323,076	1,441,697 *	
April	1,481,056	-1,306,262 *	
May	3,423,055	2,705,205 *	
June	347,873	1,270,575 *	

* excludes Aid Anticipation Certificate proceeds of \$4,902,195.65 in October, 2009



INTERMEDIATE DISTRICT 287

JULY 2010 ACTIVITY

WIRE TRANSFERS IN:

DATE	AGENCY	TO	EF#	AMOUNT	DESCRIPTION
07/01/10	PERPICH CTR ARTS E	MSDLAF	4723665	6,800.00	INV#66902 ONLINE INSTRUCTION SERVICES
07/07/10	DEED MDES-BLIND SVCS	MSDLAF	4726908	1,700.00	INV#66925 SUMMER TRANSITION PROGRAM
07/09/10	ST PAUL MNSCU	MSDLAF	4733667	10,815.22	INV#66913/66910 TIERIII/RENTAL & CATERING
07/09/10	EDUCATION SERVS	MSDLAF	4733666	5,765.72	INV# 66949/66948 TITLE III/TITLE IV GRANTS
	EDUCATION SERVS	MSDLAF	4733666	13,120.00	FIN0419 GRANTS
07/14/10	EDUCATION SERVS	MSDLAF	4739998	2,021,262.26	01S360 SPED EDUC 11
	EDUC-FOOD & NUTRITION	MSDLAF	4739998	12,357.82	INV#66989 FREE-RED LUNCH/REG LUNCH/BRKFST
07/15/10	MDES-BLIND SVCS	MSDLAF	4744374	3,400.00	INV#66929 SUMMER TRANSITION PROGRAM
07/16/10	MDES-BLIND SVCS	MSDLAF	4746447	5,100.00	INV#66923/66926/66930 SUMMER TRANSITION PROGRAM
07/19/10	MDES-BLIND SVCS	MSDLAF	4749065	11,900.00	INV#66921/66922/66928 SUMMER TRANSITION PROGRAM
07/21/10	DEPT OF EDUCATION	MSDLAF	4756695	1,457.51	INV#66950 FIN 825 B30708 6/30/10 ALTN TO SUSPENSION
07/22/10	DEPT OF EDUCATION	MSDLAF	4758540	18,428.52	INV#66951 FIN 477 B37390 6/30/10 ARRA ENHANCING
07/23/10	MDES-BLIND SVCS	MSDLAF	4760448	5,100.00	INV#66919/66927 SUMMER TRANSITION PROGRAM
07/28/10	MDES-BLIND SVCS	MSDLAF	4764960	13,600.00	INV#66924/66920 SUMMER TRANSITION PROGRAM
07/30/10	EDUCATION AID	MSDLAF	4767474	192,941.30	INV#67021 01S211 ONLINE LEARN FY10
	EDUC-FOOD & NUTRITION	MSDLAF	4767474	4,430.83	INV#67022/67022 FED/STATE CHILD NUTRITION REIMB.
MTD TOTALS				2,328,179.18	

WIRE TRANSFERS OUT:

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
06/30/10	MSDLAF	BANK CARD SERVICE	2161	61.81	MERCHANT FEES JUNE10
	MSDLAF	BANK OF MONTREAL	2162	434.64	P-CARD ACTIVITY FOR JUNE10
07/15/10	MSDLAF	MN DEPT OF REV	80000050	30,142.65	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	80000049/52	178,214.62	FEDERAL TAXES
	MSDLAF	EBC	2165	87,009.18	EMPLOYEE & EMPLOYER 403B SEVERANCE
	MSDLAF	EBC	80000048/51	11,674.31	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK		489,157.27	DIRECT DEPOSIT PAYROLL
	MSDLAF	WELLS FARGO	2163	321,230.42	WELLS FARGO BROKEAGE SVS LLC(LH LAND PURCH)
	MSDLAF	ING	2164	126,268.09	MN STATE RETIREMENT
	MSDLAF	WELLS FARGO	2166	3,926.62	WELLS FARGO BROKERAGE SVS
	MSDLAF	WELLS FARGO	2167	158,722.48	WELLS FARGO BROKERAGE SVS - BREN RD 7/26/10
	MSDLAF	WELLS FARGO	2168/2169	90,391.33	WELLS FARGO BROKERAGE SVS - EDGEWOOD 8/2/10
07/31/10	MSDLAF	US BANK	2173	48,683.47	CORP. HEALTH SYSTEMS JUNE 30 & JULY 10
	MSDLAF	MN DEPT OF REV	80000057	31,630.76	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	80000054/56	191,540.19	FEDERAL TAXES
	MSDLAF	ING	2171	73,609.09	MN STATE RETIREMENT
	MSDLAF	EBC	2170	17,084.81	RETIREE'S SEVERANCE 403B
	MSDLAF	EBC	80000053/55	11,725.97	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	2172/3049/4061	221.00	ARP FEES MAR10 RECEIPT/PAYROLL ACCTS
	MSDLAF	US BANK		584,298.68	DIRECT DEPOSIT PAYROLL
MTD TOTALS				2,456,027.39	

INTERMEDIATE DISTRICT 287

JUNE 2010 ACTIVITY

WIRE TRANSFERS IN:

DATE	AGENCY	TO	EF#	AMOUNT	DESCRIPTION
06/09/10	DEPT OF EDUCATION	MSDLAF	4683014	172.13	INV#66798 SUB PAY 5/3/10 PALMBERG
	DEED-FISCAL REHAB	MSDLAF	4683013	178.50	INV#66805 CNA EXAM AUTH#5310129739
06/16/10	SURPLUS OPERATIONS	MSDLAF	4694466	51,394.00	AUCTION 6/12 MCATEE DELETED VEHICLES
06/17/10	EDUCATION AID	MSDLAF	4697040	35,834.95	01S211 GEN ED AID 10 50/50 COMPENSATORY REV
	EDUCATION AID	MSDLAF	4697040	628,112.53	01S360 SPEC EDUC 09
	EDUCATION AID	MSDLAF	4697040	2,324,141.85	01S360 SPEC EDUC 10
	EDUC-FOOD & NUTR	MSDLAF	4697040	191.18	02S473 COMMOD REBATE 10
06/24/10	PERPICH CTR ARTS E	MSDLAF	4710334	2,131.18	INV#66831 MN STATE ANNUAL PLAN AGREEMENT
06/25/10	HENN TEC COLL-BP	MSDLAF	4712080	4,958.00	INV#66943 PLANT OPERATIONS COSTS #66880VOID

MTD TOTALS 3,047,114.32

WIRE TRANSFERS OUT:

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
	MSDLAF	BANK CARD SERVICE	2154	58.87	MERCHANT FEES APR010
06/15/10	MSDLAF	MN DEPT OF REV	80000042	259,008.49	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	80000039	465,541.77	FEDERAL TAXES
	MSDLAF	US BANK	80000041	1,071,320.82	FEDERAL TAXES
	MSDLAF	EBC	80000038	69,440.25	EMPLOYEE & EMPLOYER 403B
	MSDLAF	EBC	80000040	184,786.79	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK		4,173,886.39	DIRECT DEPOSIT PAYROLL
	MSDLAF	US BANK	2157	2,799.93	CHS PREPAID EXP FLEX FY11 DEBIT CARD DEPOSIT
06/30/10	MSDLAF	US BANK	2158	33,051.97	CORP. HEALTH SYSTEMS MAY2010
	MSDLAF	MN DEPT OF REV	80000047	20,163.32	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	80000044	41,572.01	FEDERAL TAXES
	MSDLAF	US BANK	80000046	86,256.27	FEDERAL TAXES
	MSDLAF	ING	2156	11,663.82	MN STATE RETIREMENT
	MSDLAF	EBC	2155	1,992.84	RETIREE'S SEVERANCE 403B
	MSDLAF	EBC	80000043	5,445.23	EMPLOYEE & EMPLOYER 403B
	MSDLAF	EBC	80000045	21,284.68	EMPLOYEE & EMPLOYER 403B
	MSDLAF	WELLS FARGO	2160	321,230.42	WELLS FARGO BROKEAGE SVS LLC(LH LAND PURCH)
	MSDLAF	WELLS FARGO	2160	-321,230.42	WELLS FARGO VOID REISSUE 7/1/10
	MSDLAF	US BANK	2159	94.64	APR FEES MAR10 VOUCHER
	MSDLAF	US BANK	3048	17.49	ARP FEES MAR10 RECEIPT ACCT
	MSDLAF	US BANK	4060	86.92	ARP FEES MAR10 PAYROLL ACCT
	MSDLAF	US BANK		388,017.58	DIRECT DEPOSIT PAYROLL

MTD TOTALS 6,836,490.08

DONATIONS
INTERMEDIATE DISTRICT 287
2010-2011

July 2010

DON. DATE	DESCRIPTION	VIN#	EST VALUE	DONOR	SS# OR FED ID#	CAMPUS	PROGRAM
07/08/10	TREADMILL		\$ 200.00	HOKKANEN, DUANE		SANDBURG	SUN
07/29/10	CHECK		\$ 2,000.00	TARGET/JANE WINDMEIER		EDGEWOOD	DRUM UP CONNECTIONS
07/29/10	CHECK		\$ 49.20	WELLS FARGO CSF			GENERAL FUND
			\$ 2,249.20				

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

Regular Meeting – August 26, 2010

AGENDA SECTION: ADMINISTRATIVE SERVICES

8.1.2.1 Resolution to issue Aid Anticipation Certificates

PRESENTED BY: Janet A. Johnson, Director of Finance

1. Background Information

Cash flow projections using the new 70/30% state payment schedule for 2010-11 show the continued need to cash flow borrow. Based upon those projections, the District’s experience in FY10 and calculations by Springsted Inc., District 287 is seeking to borrow \$3,610,000 for cash flow purposes. Fortunately, the Intermediates’ authority to cash flow borrow under MN Statute 126C.52 Sub. 3 was clarified last year. Unfortunately the need to access that authority continues. We are borrowing an amount in FY11 that will cover the projected need but also lower the cost associated with borrowing. Offsetting interest earnings on the borrowed amount have been and are projected to be minimal.

2. Fiscal Impact/Funding Source: Provides cash to cover anticipated cash deficits in FY11.

3. RECOMMENDED ACTION: The Board passes the attached resolution authorizing District 287 to issue Aid Anticipation Certificates.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

CERTIFICATION OF MINUTES RELATING TO
\$3,610,000 AID ANTICIPATION CERTIFICATES OF INDEBTEDNESS, SERIES 2010D

Issuer: Intermediate District No. 287, Plymouth, Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on August 26, 2010, at 6:30 p.m. at the School District offices.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (pages):

RESOLUTION NO. _____

RESOLUTION AUTHORIZING ISSUANCE AND SALE OF \$3,610,000 AID
ANTICIPATION CERTIFICATES OF INDEBTEDNESS, SERIES 2010D

TERMS OF PROPOSAL

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the certificates referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said certificates; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on this 26th day of August, 2010.

School District Clerk

Member _____ introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION AUTHORIZING ISSUANCE AND SALE OF \$3,610,000 AID ANTICIPATION CERTIFICATES OF INDEBTEDNESS, SERIES 2010D

BE IT RESOLVED by the School Board of Intermediate School District No. 287, Minnesota (the District), as follows:

SECTION 1. PURPOSE. It is hereby determined to be in the best interests of the District to issue its Aid Anticipation Certificates of Indebtedness, Series 2010D (the Certificates), in the aggregate principal amount of \$3,610,000, subject to adjustment in accordance with the Terms of Proposal, pursuant Minnesota Statutes, Section 126C.56. The sale and issuance of the Certificates is contingent upon the District's receipt of its final certification of state aids from the Minnesota Department of Education.

SECTION 2. TERMS OF PROPOSAL. Springsted Incorporated, financial advisor to the District, has presented to this Board a form of Terms of Proposal for the Certificates which is attached hereto and hereby approved and shall be placed on file by the Clerk. Each and all of the provisions of the Terms of Proposal are hereby adopted as the terms and conditions of the Certificates and of the sale thereof. Springsted Incorporated, as independent financial advisor, pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, paragraph (9) is hereby authorized to solicit proposals for the Certificates on behalf of the District on a negotiated basis.

SECTION 3. SALE MEETING. This Board shall meet at the time and place shown in the Terms of Proposal for the purpose of considering proposals for the purchase of the Certificates and of taking such action thereon as may be in the best interests of the District

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

Terms and Conditions
For
Intermediate District No. 287,
Plymouth, Minnesota

\$3,610,000*
Aid Anticipation Certificates of Indebtedness, Series 2010D

** Preliminary; subject to change*

Presented to:

Ms. Linda Johnson, Chair
Members, School Board
Ms. Sandy Lewandowski, Superintendent
Ms. Janet Johnson, Director of Finance
Intermediate District No. 287
1820 North Xenium Lane
Plymouth, MN 55441-3790

Study No.: 001729108
SPRINGSTED Incorporated
August 19, 2010



TERMS AND CONDITIONS

Re: Terms and Conditions for the Issuance of \$3,610,000* Aid Anticipation Certificates of Indebtedness, Series 2010D (the "Certificates" or the "Issue")

We respectfully request your consideration of our terms and conditions for the above-named Issue.

Proceeds of the Certificates will be used to provide funds to meet current expenses of the District and to cover a cash flow deficit. The sources and uses of funds for the Certificates are shown on page 5.

The Certificates are being issued pursuant to Minnesota Statutes, Chapter 475, in anticipation of a cash flow deficit in operating funds of the District. Collections of State aid payments will not be received in time to meet necessary expenditures for the purposes for which aids are payable.

The amount of the Aid Anticipation Certificates for any District is limited by State statute to 75% of aids receivable in the school year (from July 1 to June 30) in which the Aid Anticipation Certificates are issued. The amount of aids receivable must be estimated and certified by the Commissioner of the Department of Education. At this time, the Department of Education has not certified the amount of aids that the District is estimated to receive for fiscal year 2010.

Each Aid Anticipation Certificate is also subject to federal arbitrage regulations which, in general, limit the issuance of short-term debt to an amount not to exceed the lowest projected cash balance (or greatest deficit) at a given time (taking into consideration interest earned on the proceeds of the Aid Anticipation Certificates) for the funds borrowed against, plus 5% of the previous fiscal year's cash expenditures for said funds. This calculation, along with the District's estimated cashflow schedules with and without aid anticipation borrowing, is shown on page 6.

The Certificates are not general obligations of the District. The Certificates will be payable solely from state aid payments made to the District.

The term of the Certificates is one year, with the principal due in September 2011. The principal structure for the Certificates is shown on page 7.

Pricing Process

The Certificates will be sold through a negotiated sale process. The Superintendent, or a designee, and Springsted will negotiate the interest rates and terms of the Certificates with the underwriter on Thursday, September 23, 2010. The results of the negotiations will be reported at the 6:30 P.M. School Board meeting that same day, at which time the School Board will be asked to adopt the resolution awarding the sale of the Issue to the Underwriter, subject to the recommendations of District staff and Springsted.

* Preliminary; subject to change

Intermediate School District No. 287
September 8, 2009

Springsted is pleased to be of service again to Intermediate School District No. 287.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Springsted Incorporated". The signature is written in dark ink on a light-colored background.

SPRINGSTED Incorporated

SAS

akb

Provided to Staff:

- a) Terms and Conditions
- b) Debt Service Schedules

\$3,610,000*
Intermediate District No. 287, Plymouth, Minnesota
Aid Anticipation Certificates of Indebtedness, Series 2010D

TERMS AND CONDITIONS

Dated Date:	October 14, 2010
Repayment Term:	Principal and interest will be due on September 1, 2011.
Purchase Price:	\$3,610,000 (preliminary; subject to change based on final interest rates).
Prepayment Provisions:	The Certificates will not be subject to optional redemption prior to their stated maturity date.
Rating:	<p>An application will be made to Moody's Rating Services for a rating on the Certificates. The District's short-term debt is currently rated MIG-2 by Moody's.</p> <p>The Certificates do not qualify for the Minnesota School District Credit Enhancement Program.</p>
Legal Opinion:	Dorsey & Whitney, LLP
Underwriter:	To be determined.
CUSIP Numbers:	CUSIPs will be applied for; cost is the responsibility of the Underwriter.
Pricing and Award:	The pricing of the Certificates is anticipated to occur on September 23, 2010. The School Board will consider a resolution to award the Certificates at 6:30 p.m. that same day.
Authority and Purpose:	The Certificates are being issued pursuant to Minnesota Statutes, Chapter 475. Proceeds of the Certificates will be used to provide funds to meet current expenses of the District and to cover a projected cash flow deficit.
Settlement:	October 14, 2010
Security:	<p>The Certificates will not be general obligations of the District, but will be special limited obligations.</p> <p>The Certificates will be payable solely from State aid payments made to the District.</p>
Bank Qualification:	<p>Under Federal Tax Law, financial institutions cannot deduct from income for federal income tax purposes, expense that is allocable to carrying and acquiring tax-exempt obligations. There is an exemption to this for "bank qualified" obligations, which can be so designated if the issuer does not issue more than \$30 million of tax-exempt obligations in a calendar year. Issues that are bank qualified generally receive lower interest rates than issues that are not bank qualified. Since the District does not expect to issue more than \$30 million of tax-exempt obligations in 2010, the Certificates are designated as bank qualified.</p> <p>The American Recovery and Reinvestment Tax Act of 2009 increased the previous bank</p>

**Preliminary; subject to change.*

qualification limit of \$10 million to \$30 million for tax-exempt obligations issued in 2009 and 2010.

Arbitrage Compliance: Federal arbitrage regulations allow the issuance of aid anticipation certificates up to a maximum projected cumulative one month deficit plus 5% of the previous fiscal year's expenditures reduced by investment earnings after borrowing without arbitrage requirements. This issuance is within those limits.

Continuing Disclosure: The Issue is subject to the SEC's continuing disclosure requirements. The SEC rules require the District to undertake an annual update of its Official Statement information and report any material events to the national repositories. As the Issue will mature within 18 months, the SEC allows the District to choose "limited disclosure", which requires the District to enter into a Continuing Disclosure Certificate pursuant to which it will covenant to provide certain financial information or operating data that is customarily prepared and is publicly available and notices of certain material events to the limited extent required by SEC Rule 15c-12(d)(2).

Official Statement: The full Final Official Statement will be delivered to the Underwriter no more than seven business days after the date of award of the Certificates.

\$3,610,000

Intermediate District No. 287, Plymouth, Minnesota
Aid Anticipation Certificates of Indebtedness, Series 2010D

Sources & Uses

Dated 10/14/2010 | Delivered 10/14/2010

Sources Of Funds

Par Amount of Bonds..... \$3,610,000.00

Total Sources..... \$3,610,000.00

Uses Of Funds

Net Proceeds to District..... 3,525,220.00

Costs of Issuance..... 48,680.00

Total Underwriter's Discount (1.000%)..... 36,100.00

Total Uses..... \$3,610,000.00

**Cash Flow Projection - Operating Funds (1-4)
Without Aid Anticipation Borrowing**

Period Ending (1)	Estimated Receipts (2)	Estimated Disbursements (3)	Interest Earned @ 0.50% (4)	Interest Paid @ .50% (5)	Cumulative Balance (6)
Beginning Balance (6/30/2010)					\$6,315,027
July 2009	\$2,722,848	\$3,951,085	\$2,375	\$0	5,089,165
August 2009	4,024,777	4,250,964	2,073	0	4,865,051
September 2009	7,006,930	5,146,511	2,415	0	6,727,885
October 2009	8,853,311	10,911,913	2,374	0	4,671,657
November 2009	7,883,200	7,017,248	2,127	0	5,539,736
December 2009	7,253,403	6,038,781	2,561	0	6,756,919
January 2010	5,432,464	6,055,149	2,686	0	6,136,920
February 2010	6,388,315	7,253,100	2,377	0	5,274,512
March 2010	5,436,736	5,759,397	2,130	0	4,953,981
April 2010	5,436,736	5,661,756	2,017	0	4,730,978
May 2010	7,211,736	6,676,616	2,083	0	5,268,181
June 2010	3,602,955	9,060,947	1,058	0	(188,753)
July 2010	9,006,373	5,669,710	616	0	3,148,526
August 2010	3,533,128	5,128,209	980	0	1,554,425
September 2010	0	0	648	0	1,555,073

**Cash Flow Projection - Operating Funds (1-4)
With Aid Anticipation Borrowing**

Period Ending (1)	Estimated Receipts (2)	Estimated Disbursements (3)	Interest Earned @ 0.50% (4)	Interest Paid @ .50% (5)	Cumulative Balance (6)
Beginning Balance (6/30/2010)					\$6,315,027
July 2009	\$2,722,848	\$3,951,085	\$2,375	\$0	5,089,165
August 2009	4,024,777	4,250,964	2,073	0	4,865,051
September 2009	7,006,930	5,146,511	2,415	0	6,727,885
October 2009	8,853,311	10,960,593	3,207	0	4,623,810
November 2009	7,883,200	7,017,248	3,596	0	5,493,358
December 2009	7,253,403	6,038,781	4,031	0	6,712,011
January 2010	5,432,464	6,055,149	4,156	0	6,093,482
February 2010	6,388,315	7,253,100	3,848	0	5,232,545
March 2010	5,436,736	5,759,397	3,602	0	4,913,486
April 2010	5,436,736	5,661,756	3,490	0	4,691,956
May 2010	7,211,736	6,676,616	3,556	0	5,230,632
June 2010	3,602,955	9,060,947	2,531	0	(224,829)
July 2010	9,006,373	5,669,710	2,091	0	3,113,925
August 2010	3,533,128	5,128,209	2,454	0	1,521,298
September 2010	0	99,676	592	0	1,422,214

NOTES:

**Includes interest earned and interest avoided due to the inclusion of the Certificates.
Does not include the proceeds or repayment of principal on these Certificates.
September 2010 disbursements include the Issuance Cost for the Certificates.
September 2011 disbursements include the interest cost of the Certificates at maturity.**

Calculation of Federal Borrowing Limit	
June 30, 2011 Cumulative Balance without proceeds	\$ (224,848)
Less: 5% Previous Year's Total Expenses	(3,389,786)
Maximum Permitted Issue	\$ 3,614,634
Maximum Issue Size in Certificates of \$5,000 denomination	<u>\$ 3,610,000</u>

\$3,610,000

Intermediate District No. 287, Plymouth, Minnesota
Aid Anticipation Certificates of Indebtedness, Series 2010D

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I
09/01/2011	3,610,000.00	1.200%	38,145.67	3,648,145.67
Total	\$3,610,000.00	-	\$38,145.67	\$3,648,145.67

SIGNIFICANT DATES

Dated Date.....	10/14/2010
Delivery Date.....	10/14/2010
First Coupon Date.....	9/01/2011

Yield Statistics

Bond Year Dollars.....	\$3,178.81
Average Life.....	0.881 Years
Average Coupon.....	1.2000001%
Net Interest Cost (NIC).....	2.3356468%
True Interest Cost (TIC).....	2.3487520%
Bond Yield for Arbitrage Purposes.....	1.1972738%
All Inclusive Cost (AIC).....	3.9306875%

IRS Form 8038

Net Interest Cost.....	1.2000001%
Weighted Average Maturity.....	0.881 Years

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

GROUP: Facilities Committee

DATE: August 17, 2010

TIME: 8:30 – 10:30 a.m

LOCATION: DSC Board Room

PROTOCOLS:

Decisions will be made via consensus on the agenda items.

CONVENER: Tom Shultz

FACILITATOR: Peyton Robb

ATTENDING: Janet Johnson, Linda Johnson, Michèle Kunz, Sandy Lewandowski, Peyton Robb, Tom Shultz, Rick Wessling (TSP)

ABSENT: Steve Antolak, Colleen Baumtrog, Don Draayer, Mark Thiede (TSP)

LONG TERM PURPOSE

The Facilities Committee for the North Education Center project will provide oversight and direction to administration and bring recommendations to the full Board for approval as needed.

AGENDA ITEMS	OUTCOMES	TIME BUDGETED	ACTION
1. Demountable Wall System	<ul style="list-style-type: none"> Committee members will discuss & recommend that plans proceed with either a demountable wall system or a traditional method. 	20 minutes Tom	<ul style="list-style-type: none"> Tom S provided update on his tour of United Health Care Systems which was a good representation of the use of this wall system. Some of the take-aways: <ul style="list-style-type: none"> Noise not an issue Having it bid would provide a better price (which we need to to anyway) 5-10% upcharge over conventional sheetrock Sheet rock could be used in the ALC areas for the walls with “store front.” Design team will develop criteria for specific use and need of demountable walls. Alternative systems have not been researched, but it was noted that alternative systems do require specific furniture systems. DIRTT allows for “plug and play” electrical. \$1,258,000 add-on to capitalized construction costs is included in initial cost estimates and appears to be at the top end of what may be needed. A motion to recommend Board approval to move forward with the DIRTT system with set parameters was made by Linda J and seconded by Michèle K. The Committee approved this unanimously.
2. Closing & Financing Timelines	<ul style="list-style-type: none"> Tom & Janet will present the construction & financing timelines for NEC 	20 minutes Janet & Tom	<ul style="list-style-type: none"> Revisions and notes to the Closing and Financing Timeline include: <ul style="list-style-type: none"> New Hope City Council has approved the lot split; CUP is still in process Closing of the land purchase from ISD 281 will not take place until street easements are in place (281 responsibility) Sept. 2 – bid opening date for Hosterman demo Sept. 23 – Board approves financing Oct. 14 – Board approves parameters resolution Oct. 28 – Board approves sale of COPs

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

			<ul style="list-style-type: none"> ○ November – Settlement of COPs
3. Financing Update	<ul style="list-style-type: none"> ● Janet will share the latest information regarding QSCB funding & implications for design option #2 & #3. 	20 minutes Janet	<ul style="list-style-type: none"> ● We will be able to utilize a mix of QSCB and BA bonds ● We currently have received a letter awarding us \$15.6 million in QSCB monies. This level of funding allows the District to finance either Option 2 or Option 3 and keep it's "no harm" financial commitment. The only supplement revenue required in either case would come from the SEC escrow. ● We have been told by MDE that we will receive an additional \$1.5-\$2 million in QSCB money that another district is unable to use. ● The August 10 election concerning a bond issue at another district warrants a recount, so we are still unsure of receiving an additional \$4 million if they are unable to utilize those funds. ● Yet an additional \$5 million could be made available from another district not using the funds, but they have not yet been released
4. Design Options for 3 rd Floor Alternate Space	<ul style="list-style-type: none"> ● The Committee will review the two design options, understand the implications and agree on a recommendation for the 8-26 Board meeting. 	30 minutes Committee	<ul style="list-style-type: none"> ● Rick Wessling from TSP presented the latest drawings of program space and exterior front elevations, including the 3rd floor option. ● It was suggested that windows be added in the west wall of the elementary space, as well as the other spaces that currently have no window opening. ● If Option 3 is approved, program changes would include: <ul style="list-style-type: none"> ○ Student population will be more high school age ○ 3rd floor would be a mix of high school OPTIONS and SAFE students ○ As NEC is already planned to house SAFE and OPTIONS middle, this would be an easy transition for them ○ Science lab would be moved into the ALC wing ○ Career Tech options would be equitable to SEC only if 3rd floor is added ○ Bren Road would need some remodeling of the former Hennepin County space to accommodate ALC student population ○ All Explore students would remain at Bren Road ● A motion to recommend Board approval to move forward with Option 3 financing and have 3rd floor bid as an alternate was made by Michèle K and seconded by Linda J. The Committee approved this unanimously.
5. Status of Sandburg Lease	<ul style="list-style-type: none"> ● Tom will update the Committee. 	15 minutes Tom	<ul style="list-style-type: none"> ● Tom S shared that the Sandburg lease has changed hands a few times. We are in possession of the latest iteration and are reviewing with a likely signing in September.
6. Green Jobs Forum	<ul style="list-style-type: none"> ● Tom will update Committee on plans for Congressman Ellison to host Clean Energy Jobs Forum at SEC Sept. 8, 2010 	10 minutes Tom	<ul style="list-style-type: none"> ● Tom S shared that he was contact by Congressman Ellison's office about using space at SEC to host a Clean Energy Jobs Forum. The Congressman's office toured the space and will be holding the forum there on Wednesday, September 8. Congressman Ellison will be there, as well as nationally recognized green jobs reps as forum speakers. About 200 people are expected to attend.

HANDOUTS

1. Demountable vs Traditional Wall Document

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

2. Financing Timelines Document
3. 6-17-10 NEC Design Option Summary
4. 6-24-10 Lease Cost Comparison Graph
5. Comparing Shady Oak Crossing & NWTC Document

INFORMATIONAL ITEMS/DATES TO REMEMBER:

1. Hosterman Community Information Meeting 8-17-10 6:30 -7:30 P.M. **TONIGHT!**
2. Next regular meeting to be held Tuesday, September 14, 2010 at 8:30 A.M . in the DSC Board Room

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

Regular Meeting – August 26, 2010

AGENDA SECTION: Administrative Services / Facilities Report

ITEM: Option 3 for North Education Center

PRESENTED BY: Tom Shultz

1. Background Information

TSP presented the latest drawings of the program space and exterior front elevations (including the 3rd floor option) to the Facilities Board Committee at the August 17, 2010 meeting. The Facilities Committee has been discussing three options for a possible 3rd floor design for several months. A motion to recommend Board approval to go forward with Option 3 financing and have 3rd floor bid as an alternate was made by Michèle Kunz and seconded by Linda Johnson.

The Facilities Committee recommends that the Board approve design option #3 which is 152,000 sq ft and an estimated cost of \$3,750,000

2. Fiscal Impact/Funding Source: The cost estimate is \$3,750,000

3. RECOMMENDED ACTION: Recommendation for Board Approval to move forward with Option 3 financing and have 3rd floor at NEC bid as an alternate.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

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

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

M E M O R A N D U M

Date: August 24, 2010

To: Sandra Lewandowski, Superintendent

From: Thomas Shultz, Director of Facilities

RE: Recommendation for Board Approval to Move Forward with Option 3 for the North Education Center

TSP presented the latest drawings of the program space and exterior front elevations (including the 3rd floor option) to the Facilities Board Committee at the August 17, 2010 meeting. Program changes related to this alternate space include:

- Student population will be more high school age
- 3rd floor would be a mix of high school OPTIONS and SAFE students
- As NEC is already planned to house SAFE and OPTIONS middle, this would be an easy transition for them
- Science lab would be moved into the ALC wing
- Career Tech options would be equitable to SEC only if 3rd floor is added
- Bren Road would need some remodeling of the former Hennepin County space to accommodate ALC student population
- All Explore students would remain at Bren Road

The Facilities Committee thoroughly discussed the remaining design options and is recommending that the Board approve design Option #3 at the next regularly scheduled meeting.

Background for Discussion

Special Education

- Special Education enrollment continues to grow.
- Surveyed member district special education directors attributed program growth beyond their predictions to:
 - High mobility of students, with families moving into their communities,
 - Increase in homeless and group home students
 - Increase in open enrollment students
- The impact of Hennepin County cuts, for example, shortened stays in residential facilities, impacts special education enrollment growth.
- Many special education programs have been closed to non-members since January.
- Additionally some late year member district referrals were not able to be accommodated.

Area Learning Center

- An anticipated partnership for truancy programming between Hennepin County and our ALC programs will increase ALC enrollment.
- The Edina Sober School will be closing, causing anticipated enrollment growth in the City West Alternative Program.

Overall Costs

- Leased spaced contributes to the overall lease levy in a less predictable way than owned space.

**North Education Center
Option 1
approx 122,000 sq. ft.**

- Hosterman Elementary
- SUN - **full**
- CIP/STRIVE/OPTIONS/INVEST MS - **full**
- INVEST / Venture - **full**
- North Vista and Daycare - **full**
- Limited options for student seclusion
- Career-Tech integrated into program space to extent possible
- Reading lab activities integrated into program space to extent possible

**North Education Center
Option 2
approx. 129,000 sq. ft**

- Hosterman Elementary
- SUN - **full**
- CIP/STRIVE/OPTIONS/INVEST MS - **full**
- INVEST/Venture
- North Vista and Daycare
- Increased options for student seclusion
- Some Career/Tech space
- Reading lab dedicated space equitable with SEC

**North Education Center
Option 3
approx. 152,000 sq. ft**

- Hosterman Elementary
- SUN - **Nearing Capacity**
- CIP/STRIVE/OPTIONS/INVEST MS
- INVEST/Venture
- North Vista and Daycare
- Maximum options for seclusion
- Career-Tech dedicated space equitable with SEC
- Reading lab dedicated space equitable with SEC
- Bren Road Options High School and Strive Programs OR Transition Programs currently at Northwest Tech Center
- SAFE, all students at NEC, otherwise some had been planned to move to Bren Road
- potential on-site day treatment
- Potential co-located County services

Shady Oak Crossing (21,400 sq. ft.) or Northwest Tech (24,000 sq. ft.) avg. 22,700 sq. ft.

- Continue to lease Shady Oak and Northwest Tech Center

Shady Oak Crossing (21,400 sq. ft.) or Northwest Tech (24,000 sq. ft.) avg. 22,700 sq. ft.

- Continue to lease Shady Oak and Northwest Tech Center

Shady Oak Crossing (21,400 sq. ft.) or Northwest Tech (24,000 sq. ft.) avg. 22,700 sq. ft.

- One leased site vacated and moved to NEC
- One site remains leased

167,400 Total Sq. Ft.

- 122,000 owned (NEC)
- 45,400 leased (Shady Oak & NWTC)

174,400 Total Sq. Ft.

- 129,000 owned (NEC)
- 45,400 leased (Shady Oak & NWTC)

174,700 Total Sq. Ft.

- 152,000 owned (NEC)
- 22,700 leased (Avg. site size)

Reviewed by School Board 8/26/10
 Revised 8/18/10
 Revised 8/16/10
 Revised 7/22/10
 Reviewed by Facilities Committee 6/17/10

Intermediate District 287

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NEC Closing & Finance Timelines August 26, 2010

Date	Action Taken	Status
5-27-10	287 Board approves Purchase Agreement	Completed
7-15-10	Joint 281 application for lot split to City of New Hope	Completed
7-16-10	281 completes abatement of Hosterman	Completed
6-22-10	Title commitment for Hosterman property completed	Completed
6-24-10	287 Board approves Schematic Design – 3 Options	Completed
6-24-10	287 Board approves Review & Comment	Completed
6-30-10	ATLA survey completed on 281 & 287 parcels	Completed
8-4-10	New Hope City Council approves lot split	Completed
8-17-10	Joint Hosterman Community Information Meeting	Completed
8-26-10	287 Board determines size/cost of NEC	Pending
TBD - August	MDE approves Review & Comment	Pending
TBD - August	281 completes easement to the City for 56 th Ave	Pending
TBD - August	281 completes easement for fiber optics	Pending
TBD - August	Joint application for split of special assessments	Pending
TBD - August	Closing of Hosterman land purchase	Pending
9-2-10	287 submits CUP application to City of New Hope	Pending
9-2-10	Bid Opening for demolition of Hosterman	Pending
9-23-10	287 Board approves resolution to authorize financing	Pending
September	287 Demolishes Hosterman	Pending
10-14-10	287 Board approves parameter resolution	Pending
10-28-10	287 Board approves resolution for sale of COPs	Pending
End of October	New Hope City Council approves CUP	Pending
November	Settlement of COPs	Pending

Revised August 18, 2010
Revised August 5, 2010
CB July 15, 2010

Comparing Shady Oak Crossing and Northwest Tech Center Lease and Program Information

		Shady Oak	NW Tech
Lease Information			
Site Name		Shady Oak Crossing	Northwest Tech Center
Address		6754 Shady Oak Road Eden Prairie	7008 Northland Drive Brooklyn Park
Owner/ Property Manager		This site is operated / managed by the Shady Oak Ventures, LLC CSM Corporation, a large property management company and they represent a large RIT (real estate investment trust). They are difficult to work with and the facility itself does not provide ideal conditions. The HVAC system is low functioning and requires 287 staff to make seasonal changes that are significant. This site doesn't meet the overall needs of High School students as well as it needs to. (The site is better than the previous locations for PCA and CWA).	This site is operated/managed by a small company, Pettibone Properties 5 (Eric Simmer) who is able to be more tenant oriented and knows District 287 and our needs. The owners are a small RIT who value long term tenants and the stability we have provided them. This facility is highly convenient, better suited to meet our students needs and does have a fairly good HVAC system.
Size (Square feet)		21,426 sq. ft.	24,048 sq. ft.
Base Lease Cost		\$12.03/sq. ft. / \$257,754.78	\$13.26 sq. ft. / \$318,876.48
Operating Cost		\$3.56/sq. ft. / \$76,251.18	\$3.02/sq. ft. / \$72,559.68
Total Sq. Ft. Cost		\$15.59 (FY 2010)	\$16.28 (FY 2010)
Total Cost to Lease		\$334,005.96	\$391,436.16
Lease Expiration		6/30/2013	8/31/2012
Lease Rates After Current Contract		\$10.76 Capitol Improvements will be paid for at this time.	\$8.50 Capital Improvements will be paid for at this time.
Total Base Lease After Current Lease		\$230,544	\$204,408

Program Design			
	City West Academy	Provides a sober and supportive academic learning environment for secondary students committed to their own sobriety.	
	PCA	Provides individualized curriculum with a balance of cooperative learning, group dynamics and community involvement.	

Comparing Shady Oak Crossing and Northwest Tech Center Lease and Program Information

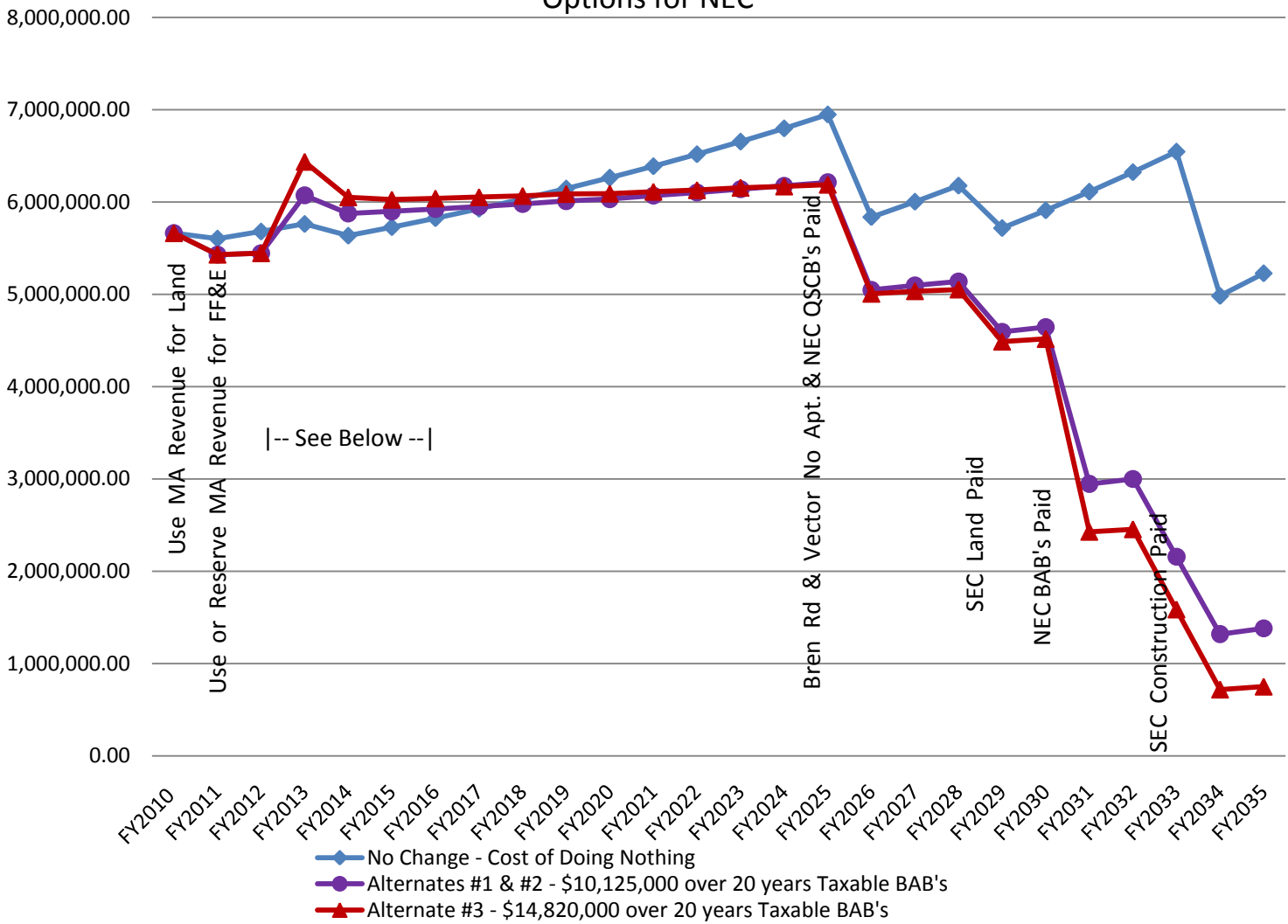
		Shady Oak	NW Tech
Program Design - continued	InVEST High School		Provides programming for high school students who are identified as EBD with serious and persistent mental health diagnosis. Students receive full day academic and social emotional curriculum to meet their needs. Intensive supports/services are provided for emotional and behavioral needs.
	InVEST Transition		Provides programming for young adult students, ages 18 – 21, who are identified as EBD with serious and persistent mental health diagnosis. Students receive full day academic, social emotional and Transition curriculum to meet their needs. Intensive supports/services are provided for emotional and behavioral needs.
	VECTOR		Provides special education Transition services to young adults, ages 18 – 21, having a variety of disabilities to support their progress from an educational setting toward living and working as independently as possible in the community.
	Venture High School		Provides intensive instruction and strategies for high school students with unique needs with a diagnostic profile of a neurobiological disorder (i.e. Tourette’s Syndrome, anxiety and/or obsessive-compulsive disorders, and sometimes Autism Spectrum Disorders, etc.) and have cognitive abilities within the average to above-average range.

Comparing Shady Oak Crossing and Northwest Tech Center Lease and Program Information

		Shady Oak	NW Tech
FY10 ADM			
	City West Academy	43.41	
	PCA	56.75	
	InVEST High School		14.88
	InVEST Transition		22.19
	Vector		50.90
	Venture High School		16.37

Growth Projection			
	City West Academy	Increased growth based on new request to be a Care & Treatment education provider for residential facilities located in Eden Prairie and Wayzata AND closing of the Edina location of Sobriety High	
	PCA	Increased growth based on increase of "open track" students, a customized ALC program	
	InVEST High School		Stable (and already being slated to relocate to NEC)
	InVEST Transition		Stable
	VECTOR		Stable
	Venture High School		Stable (and already being slated to relocate to NEC)

Total Lease Cost Comparison Options for NEC



ASSUMPTIONS:

- * Finance amount based upon TSP's 6/18/2010 estimate for project costs with alternates.
- * Financing completed prior to 12/31/10 using \$15,625,000 QSCB award and additional required amount in Build America Bonds (BAB's).
- * Total NEC borrowing is paid off in 20 years (FY30).
- * Debt runs factor in FY12 payment as interest covered by Federal Stimulus dollars.
- * All Alternates include District Payment from other resources of \$2.5 million for Land and FF&E

* **Alternate #1 - 122,143 sq ft
& Alternate #2 - 129,630 sq ft**

Total Construction Project \$27,140,089, Financing \$25,750,000
Subsidy to cover additional cost in early years:
\$0.85 million from SEC escrow FY13-FY17
\$0.0 million from MA Revenue
Continues Operating Lease payments for 3 leased sites (51,000 sq ft)

* **Alternate #3 - 152,000 sq ft**

Total Construction Project \$31,500,000, Financing \$30,445,000
Subsidy to cover additional cost in early years:
\$1.8 million from SEC escrow FY13-FY18
\$0.0 million from MA Revenue
In FY14 Operating Lease payments drop to 2 lease sites (28,000 sq ft)

* FY34 and beyond shows all current capital leases (Principal & Interest) paid off and continued operating leases on 3 or 2 sites.

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

Regular Meeting – August 26, 2010

AGENDA SECTION: Administrative Services / Facilities Report

ITEM: DIRTT System for North Education Center

PRESENTED BY: Tom Shultz

1. Background Information

Use of the DIRTT demountable wall system for the North Education Center was presented by Tom Shultz to the Facilities Board Committee at the August 17, 2010 meeting. This system has been thoroughly discussed by the Board Facilities Committee and site visits by staff and Board members have taken place to see this system installed. A motion to recommend Board approval to install the DIRTT system within established parameters for their use that will be determined by the NEC Design Team, was made by Linda Johnson and seconded by Michèle Kunz.

The Facilities Committee recommends that the Board approve the purchase and installation of the DIRTT system.

2. Fiscal Impact/Funding Source: \$1,258,000 add-on to capitalized construction costs is included in the initial cost estimates and appears to be at the top end of what may be needed.

3. RECOMMENDED ACTION: Recommendation for Board Approval of the DIRTT demountable wall system for the North Education Center.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

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Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

M E M O R A N D U M

Date: August 24, 2010

To: Sandra Lewandowski, Superintendent

From: Thomas Shultz, Director of Facilities

RE: Recommendation for Board Approval of the DIRTT Demountable Wall System for the North Education Center

Use of the DIRTT demountable wall system for the North Education Center was presented to the Facilities Board Committee at the August 17, 2010 meeting. It was decided at that time that the NEC Design Team would develop criteria for the specific use and need of demountable walls. It was further noted that using this system would result in \$1,258,000 add-on to capitalized construction costs, but that is included in the initial cost estimates and appears to be at the top end of what may be needed.

The Facilities Committee recommends that the Board approve DIRTT system be purchased and installed as needed in NEC.

This is a discussion about our behaviours. The way we approach buildings and the way the buildings ultimately behave is where real sustainability becomes not only good for the environment, but also good for business – both for design professionals and their clients. This is rather than the ‘better materials’ route as a substitute for real sustainability: The equivalent of choosing palliative care over a healthy lifestyle.

CONVENTIONAL CONSTRUCTION KILLS THE ENVIRONMENT

Our buildings, not our cars or our industries, but our commercial office buildings are the main culprits in the destruction of our environment. They reached this dubious position through gross energy use, land grabs, long building schedules, greenhouse gas emissions and creating massive amounts of material waste. The problem isn't the exterior – though advances in materials can certainly make them more efficient. The interior is the villain.

Conventional office interiors use too much space. They encourage electricity and HVAC gluttony. They aren't built to last. The interior is prepared for absolutely nothing. Not success or downward trends. Not technological changes. Not new competition. Nothing. Every time a change comes along – parts or all of the interior must be demolished, disposed, re-designed and re-built with new raw materials mined, logged, transported, refined and procured. No matter what materials you choose to do this with, it is not sustainable.

www.architecture2030.org

DESIGN PROFESSIONALS ARE LEADERS IN FINDING A CURE

The first to step up to the plate to try and fix this problem are design professionals. They constantly upgrade their skills in environmental design. That is actually very lucky for the rest of us because the design community cares most deeply about the built environment. Even though it is their bread & butter – it is also their calling.

They are the ones who can balance the environmental requirements with end-user comfort and their clients' success. They want their clients to thrive in their design. They also have families and live on planet earth with the rest of us – so it is in their own best interest to do what they can. But some of the tools given to them aren't doing the job...

LEED IS A PLACEBO

First - we should all be thankful for LEED and the USGBC. They are the ones getting the word out about the need for changing our buildings. If it weren't for LEED – many wouldn't know where to start creating sustainable buildings.

But LEED is just that – a start. It's our first official step in green building in North America and shouldn't be considered the “be all end all cure” for our ills. As LEED is written now, except for a trial run for Healthcare spaces, it misses much of the big picture of sustainability. Most of the rating systems have yet to focus on the first and most important of the Rs - **Reduce and Reuse**.



We're so busy counting LEED MR points (Materials and Resources), we are distracted from more long term strategies that increase the use and life of the space. We should be focusing on the merits of how to design space that enables the interior to be built with the fewest materials possible, in the shortest time, with the most options for function and aesthetics. Just as important, it needs to flex with the inhabitants needs. Flexible interior planning yields true sustainability.

Sustainability is truly the most important attribute of any product, structure or organization. The definition of "Sustain" is "to endure", "to continue", "to carry on", "to keep going", or "to prolong." Unfortunately the positive aspects of "Building Green", "LEED" and "Recycled Content" let good press overshadow the most important aspects of true sustainability.

BETTER MATERIALS SIMPLY LEAVE A NON-TOXIC CORPSE

Recycled materials, and materials that can be recycled, won't change the outcome for the environment. Space is still wasted and the physical space is still static. It is ripe for nothing except demolition and then at best: Recycling.

Recycling happens when you've run out of ideas. Recycling shouldn't be your first thought - it should be your last.

WATCH FOR THE SYMPTOMS

Studs and drywall.

It's a method of construction first introduced in 1833. Here in the 21st century our fast changing businesses mean Conventional Construction creates unnecessary waste. It is built on-site. Materials arrive in a certain order and must be cut to fit. When a ceiling height is 9' 2", ten-foot sheets of drywall have to be paid for and cut down. For each transom, bulkhead and column, drywall and studs are cut.

For every square foot of drywall built brand new - one pound is disposed. Once in the landfill it's exposed to the elements - making it a hazardous waste, as it releases deadly hydrogen sulphide gas. Of course all this is exponentially multiplied during renovations and the inevitable demolition. 10 - 15% of landfill construction waste is drywall.

The same goes for the wiring of the space. In every project there is at least a 10% contingency fee for all the cut-offs and mistakes. For moves, adds and changes wires are cut and new wire installed in homerun cabling methods.

That cut wire isn't as valuable as it was just a couple of years ago. To even get to the copper you have to strip lead-based jackets off the data cables. When changes are made during installation, those homerun data cables that were cut from the old layout can't be left in the ceiling anymore.

The National Code determined the danger to those in the building and fire fighters due to the lead and toxins in cabling is too big a risk. All unused cable must be removed. (Every 1000 linear feet of data cable can burn for 20 minutes with as high a BTU as gasoline.) There are an estimated six billion feet of cable and wiring in the ceilings of the United States.

POST MOVE-IN SYMPTOMS

What's the first thing on the gripe list for employees? It's too hot or it's too cold.

What's the second thing?



Noise.

Noise makes it hard to work. You hear conversations you really don't want to hear. People hear things you say that are none of their business. It makes people demand more private spaces. Then there is a bigger divide of the haves and have-nots when more private offices are added for the squeaky wheels.

NAME FOR OUR PAIN: CATNAP

This is a term from the British construction industry. It stands for:

Cheapest Available Technology, Narrowly Avoiding Prosecution

A.k.a. – the lowest bid.

Shorter schedules, slashed budgets, the bidding process...these have resulted in industry-wide shortcutting and cost cutting. The first two casualties are design and the environment.

The ones who suffer chronically are the poor end-users - but hey! What can you do? This is how it's done. As long as it meets the bare building code, you can't complain about the status quo.

Can you?

THE SCHEDULE IS LINEAR AND THE TRADES ARE MANY

Each step must be done before the next trade can come in. When the next trade does come in – they may damage earlier work. When things get behind schedule, expensive overtime is a necessary evil. Because you are building with raw materials it takes many expert journeymen and their teams to figure out how to put it all together. If there are other tenants in the building the schedule might have to be radically lengthened to include night and weekend work. Which is always more expensive.

Even if by some miracle the original cost stays the same and every part of the design is a pleasure for the contractor and the trades – the conventional construction method is a time consuming, wasteful, inefficient, costly mess.

We haven't even mentioned Change Orders.

TRANSPORTATION POLLUTION IS A SIGN OF CONVENTIONAL CONSTRUCTION

All those trades have to get to the job-site. This means crews arriving via cars and trucks. On a 25,000 sq. ft. project with an average commute of 20 miles, and in the green spirit – we'll say several of the trades are carpooling to work. That still comes to 45,000 miles. The miles are higher for sites choosing to recycle – as you'd be adding another truck coming and going from the site on a regular basis.



RECYCLING IS EXPENSIVE & REQUIRES POLICING

Recycling is something that must be arranged up front and has complete buy-in from all the trades. But what happens when virgin materials drop in price and recycling is no longer a viable enterprise? What will the recycling firm charge then? Will they even stay in business?

But there is so much waste you can't NOT recycle. So get more bins. Tell everyone on the job how to separate materials. Get mad at them for not following the rules. Hire a kid to guard the bins. Roll up your sleeves and pull out the lunch bag the kid threw in.

Then you find out your recycling firm is taking most of the waste to the landfill and still charging you more for it.

Recycled materials and recyclable materials do not save buildings. They create kinder, gentler garbage that still results in transportation and industrial pollution. Recycling uses energy, creates greenhouse gasses, requires infrastructure and must have a viable business plan to turn into another sellable product.

ONE CONVENTIONAL 'CURE' IS TO GET MORE SPACE THAN NECESSARY

Meanwhile back at the tenant's space, they are trying to find a way to make their real estate work for their business model. The Conventional "cure" to give an office more flexibility is to get MORE SPACE. You not only pay for the extra space itself, you have to heat, cool, light and secure it... just because you might need it later.

Sometimes more space is paid for simply because people want to be comfortable in their offices. Perhaps there is a little ego at play too.

LEED as it stands now, doesn't penalize space gluttony

When a 24-storey family home with a 168-car garage can get LEED certification you know there's trouble. (Mumbai, India)

When companies with 200 square foot private offices can get LEED certification, you know there is trouble.

When LEED doesn't give any credit to those who see that there might be a problem with indoor sprawl – which leads to outdoor sprawl (and bigger electrical, heating and cooling bills) – there's a problem.

EVENTUALLY YOU MUST DISPOSE OF THE CORPSE

Believe it or not, the material waste and energy use has only been from initial construction. Now what happens if there are big changes or surprise, surprise – the tenant moves out?

Demolition and Disposal.

New crews arrive to tear all or part of it down, haul it away and clean up the space. The total non-residential renovation waste generated is 28.04 million tons per year in the U.S. (56,000,000,000 pounds.)



HOW'S BUSINESS

Employees, visitors, and day-to-day business are in the middle of it all. Facing noise, disruptions, fumes and possibly the cost of swing space. Tenants have to make arrangements with the building landlord to do this work. It may require after-hours (meaning expensive) labor.

All this takes time, effort, patience and as always - money. Not just the obvious costs – but the cost of not being agile enough to adapt to new economies, technologies and opportunities. It all eats away at the advantage you are hoping to gain with the new configuration.

Workspace studies show that the most successful companies in the world have high-performance offices to match their strategies and tactics.

ARE YOU INFECTING YOUR CITY?

Ultimately, the building itself will be in jeopardy because it becomes notorious for being under renovation more often than not. The older the building and the more old world charm it has - the less it can cope with the combination of 21st century technology and business with 19th century construction methods.

Older and established buildings offer cities a sense of history and craftsmanship no longer affordable in our world. They are in good locations. They are close to infrastructure and public transportation. It is in everybody's interest to keep buildings viable. You do that from the inside.

THE ANTIDOTE IS PREVENTION

Like a smoker trying to be healthier through choosing a so-called light cigarette or natural tobacco - it won't work. Unlike quitting smoking, where you are giving something up you enjoy – even though it is bad for you – the answer to interior construction is actually preferable. And there's never been a study showing drywall is addictive!

MODULAR INTERIOR CONSTRUCTION: FOR A LONG, HEALTHY LIFESPAN

The old saying “An ounce of prevention is worth a pound of cure” is completely accurate when it comes to choosing how you are going to build-out space.

By creating beautiful and functional interior space with pre-manufactured, modular elements, particularly ones that support all other elements and are parametrically engineered to integrate with the building – Initial material waste, transportation pollution and sprawling real estate are prevented. But that's just the beginning.

The most important attribute of anything we own, use or buy is that it can stay in use or “sustain”. Only products embodying this give us the maximum return on investment, the minimum cost of ownership, the least environmental impact...in other words the greatest value. The current vernacular of sustainability is in many ways depriving us of sustainability's greatest virtue.

If you plan and design interior space with the underpinnings that business is dynamic, you will have a business asset that allows you to be faster and more agile than your competition.



Physically, a Modular Interior starts off as an empty space with concrete and windows - like every other space. But even at that point you can have flexibility in mind. Movable sprinkler heads, sound-masking for entire space (not just private offices), indirect lights, an access floor with user controlled HVAC and plug & play power and data, modular carpet tiles, modular walls that support all new and any legacy furniture.

Compared to Convention Construction, this method and these solutions mean a shorter schedule and fewer trades. For that 25,000 square foot project, with crews commuting an average of 20 miles: This would mean 24,450 fewer miles are travelled. That's a 45% reduction in transportation pollution and petroleum used.

IF YOU HAVE TO RECYCLE – DO IT IN A CONTROLLED ENVIRONMENT

Manufacturing facilities are able to order inventory more precisely and constantly. So they are able to get a better price break and store all their materials in a secure, dry warehouse - rather than at an open building site. When there is waste in the form of cut-offs - they are in pristine condition for recycling and there are controlled recycling systems permanently in place.

BETTER LIVING THROUGH TECHNOLOGY

Manufacturers, design professionals, engineers...we all leave most end-users feeling out of the loop. Most people cannot look at a 2D drawing and understand what it will mean to their 3D world. Our jargon makes them feel like an exchange student. Ultimately they end up with a space that really wasn't what they were expecting. Often they just live with it. Just as often changes are made, which means knocking down, pulling out and disposing brand new spaces and their infrastructure. More money, and more waste.

Clients need to feel confident they are choosing the right solutions for their project. Because renderings take so long to produce and end up only providing a few views of the space - clients will often ask for mock-ups.

WHERE DO MOCK-UPS END UP?

Where do the mock ups go at the end of the exercise? They don't fit anywhere else. They are built to the specifications of that client. Rarely does the client want the winning mock up. They end up in the landfill unless they can be sold at a cut rate, or donated to non-profit organizations.

New graphical and interactive technology allows design professionals to create better spaces while providing a better understanding for the client. We live in a world where the image is king, and because every computer has the ability to play first person, interactive videogames, our computers can now provide a videogame in the design environment. These new graphical tools envision, specify, confirm, manufacture and install built environments.

Better technology makes manufacturers better stewards of the environment too.

Entire forests are felled for product catalogues – which, by the way, are out of date the day they are printed. Then there are the shiny brochures with their color ink and lacquers – filled with photos we hope will be appealing and provide a hint of what we can make.



New software provides visual confirmation completely integrated with product specification, pricing and manufacturing information, meaning design professionals save time and miles travelled for meetings with clients and collaboration with team members. It empowers clients to make decisions faster and with confidence, without a mock up, because they can see exactly what they are getting and for what price. Aside from saving transportation pollution, design firms provide better service faster and give their clients a chance to truly experience their design.

Factories can now virtually eliminates human error in the factory because the new graphical software directly delivers the production instructions. The design professional can be assured that the drawing is what is being manufactured. There is no compromise of design.

FOOTPRINTS

Let's talk about footprints. At its essence, it is a quality versus quantity argument. In North America we have somehow lost our affinity for efficiency. We've been convinced that more is better, rather than better is more.

European Houses vs. North American Houses

New houses in the U.S. were 38 percent bigger in 2002 than in 1975, averaging 210 square metres (2,265 square feet). This is twice the size of typical homes in Europe or Japan.

They live in smaller dwellings for three reasons

1. Land availability
2. Cost of land and materials
3. Footprint of towns and cities hundreds of years old and their homes must fit inside those cities

The result is quality. They make the best of minimal space with design as their tool for form and function. They use less power, water, heating and cooling and yet, they have a longer lifespan, a higher degree of life satisfaction with their smaller ecological footprint. Why wouldn't we all want that?

Something as simple as a sliding door can save hundreds to tens of thousands of square feet. Just removing a swing door from the equation saves 9-square feet per office. A 10x15 can turn into a more efficient and effective 10x10 without any sacrifice to the end user.

Based on 20,000 SF usable area at \$34.50/SF rent and operating costs: 10x15 offices and 8x8 workstations

	People	SF/person	Rent & Cost/person	Savings	Space Reduction
Typical	110	180 SF	\$6,245		
30 -Offices (10x10)		168 SF	\$5,796	\$51,750	1 500 SF
80 -Workstations (6x6)		152 SF	\$5,244	\$45,540	1,320 SF
Total Consolidation		156 SF	\$5,382	\$97,290	2,820 –7,000 SF
AMOUNT SAVED		24 SF	\$863		

REDUCED BUILD-OUT COST @ \$78/SF – \$219,960 to \$546,00

REDUCED RENT & OP COSTS PER ANNUM – \$1,167,480 to \$ 2,898,000



MANUFACTURING FOOTPRINT

Are manufacturers walking their talk? Is their factory a good community member? Are they creating as small a carbon footprint and real estate footprint as possible themselves?

By having intelligent software, manufacturers can lessen their own real estate and carbon footprint. It helps control inventory, flow and project allocation. A smaller factory means better communities, better air quality, less waste and less energy use.

MOVABLE WALLS NO LONGER COMPROMISE DESIGN OR FUNCTION

Movable Walls or ‘demountable walls’ have been around since the 40s. They started out looking temporary and, until recently, have added little in the way of functionality when it comes to supporting furniture and storage.

You can’t blame design professionals for being reticent to choose movable walls. The way they were built in the factories left little room for real design innovations and often the manufacturer would have to compromise the design so they could build their standards.

The new generation of walls are parametrically engineered to perfectly integrate with design and surrounding architecture and modularity. They have horizontal support that accepts any furniture or millwork. Each side of each wall offers independent aesthetic and functional opportunities. Solid movable walls have skins clipped over their frames for easy access to power and data and easy refinishing or small reconfigurations.

HEALTHCARE IS THE FIRST SECTOR TO GET CREDIT

To be fair, the USGBC is coming around. They are currently testing the idea of offering LEED credit opportunities for both movable walls and sound attenuation in Healthcare sectors.

Until 2005 movable walls were going to be a tough pill to swallow because the manufacturers are often partnered with the suppliers of the mechanical and medi-gas devices without much consideration for design, the medical staff or the patient. Happily that is changing. In fact for the first time architects, designers and end-users have been asked to participate in the product development for movable walls in patient care. The results are more design freedom, more efficient use of space and a better patient and staff experience.

CONTROL DESIGN INTENT INITIALLY AND IN THE FUTURE

One of the design benefits of an agile, modular space is the long life the design will enjoy.

In a Conventionally constructed space, usually the first renovation is the first bite out of the initial design intent – and it is always due to cost. The client has lost the economy of scale because a small renovation won’t get the same price break. Suddenly the design is compromised.

The ability to make large renovations without damage or small personal changes for each end user will help protect the design of the space. (For instance – if a movable wall is engineered with skins or tiles, they can be switched out to suit individual work styles without employees jerry-rigging their own solutions.)



SUSTAINABLE AGILITY IS A BUSINESS STRATEGY

Clients choosing sustainable agility do so because they see it as a business strategy:

- For negotiating a longer and more beneficial lease
- Faster move in
- Adapt quicker and with less pain than their competition
- Confidence to make good business decisions – the space and employees can take it
- Employee retention
- Possible tax advantages due to interior elements not affixed to the base building
- A valuable, sellable asset

COST IS NO LONGER AN ARGUMENT

Since the inception of modular walls, a war rages between General Contractors and manufacturers of the wall systems. The cause of the battle is the question, “What’s the true cost per lineal foot of wall?” Clients find themselves caught in the middle wishing they had the facts to make an informed decision.

The downstream benefits of having re-locatable and therefore reusable walls have always been obvious, but if initial construction costs are higher, it is harder to convince stakeholders they are worth the premium price. Over the years manufacturers gave generic examples of how modular walls probably wouldn’t cost more, or would be “first cost effective”– but they couldn’t or wouldn’t provide line-by-line costs. But for that matter... neither would the GC.

Real numbers and tools are available from the industry standards laid out in RS Means and IFMA’s Benchmarking guides, among others. Every foot of material and hour of labor costs across North America is available for comparison. There is a comprehensive data tool using all this available information. It not only counts every dollar in a blow-by-blow comparison of the same space initially constructed with Modular elements vs. Conventional, it counts up the environmental cost for each. And only then looks at the future potential savings with an agile space.

The key is to count everything. Hide nothing. This is very unlike construction has historically been approached. But when you add up all the labor and anything a client wants beyond a vanilla wall with home run cabling to a few select spots, all of a sudden the real price is very different from the original quote.

WILL WE ADOPT BETTER BEHAVIORS BEFORE IT’S TOO LATE?

The studies done by Architecture 2030 predict a dire future for the planet if more isn’t done to lessen our buildings’ demands for space, energy and materials immediately. We are out of time for small changes in materials and need to radically change our behaviours.

The good news is that these new behaviours do not sacrifice design, comfort or function. In fact we can improve our lot in life by being more environmentally sustainable. It is a myth that we must lower our quality of life to ensure the future of earth, in fact we need to increase it.

“There are no passengers on spaceship Earth – only crew.” – Marshall McLuhan



Thank you for choosing movable walls for your project. While all movable walls are better than studs and drywall, there are a few things about DIRTT Walls to keep in mind while making this important decision.

43 Things DIRTT

Some wall manufacturers may have one or more of these benefits. Some manufacturers even try to replicate the look and function of drywall. We ask, “What is the point of mimicking bad?” These 43 Points aren’t just for the sake of being different. These are true unique benefits for you, now and in the future. By choosing DIRTT you will contribute to improved environmental sustainability, the corporate bottom-line and a productive and flexible workspace ready for whatever changes come your way.

SUSTAINABILITY

1. DIRTT Walls integrate seamlessly and cleanly with existing and new buildings, helping to extend their life cycle. The Walls’ flexibility and superior and enduring construction mean they can be adapted and reused. Life cycle performance is one of the single most important attributes of sustainability.
2. The parametric engineering of DIRTT Walls means you can create the perfect module size for your space. Modules can fit together in a myriad of configurations over their lifetime. This assures you a long life cycle and best reconfiguration practices without extra assets and asset management.
3. Our parametric approach also allows for an infinite combination of finishes, angular or curved installations, and the ability to make radical change in the future
4. Face-tiled walls support power, data and security cabling and components. The plenum is easily accessible for small adds, moves and changes without damage or waste.
5. Expandable and flexible connections adapt to different building angles and curves, making for fewer parts and pieces and a more efficient use of real estate.
6. Wall design allows for stacking initially or in the future so you can keep your initial investment intact even if your wall height requirements change.
7. Horizontal support extrusions, placed anywhere on the face-tiled Walls, allow you to hang any new or legacy furniture, appliances and storage.
8. DIRTT uses exclusively non-toxic, water-based finishes, which are UV cured. You receive a product that is good for the wider environment and for the air quality in your facility.
9. Sliding doors save real estate sprawl. Ours are non-handed, easily installed, have pneumatic slow-downs, are lockable and come in several styles and finishes. They can be easily reconfigured so you do not have to buy extras to suit new locations.



10. Glass for butt-joint elevations can be sourced locally, eliminating shipping over long distances and attendant pollution.
11. Packaging is kept to a minimum and designed for reuse. Repatriation system in place.
12. Veneer wrapping directly onto aluminum frames saves thousands of board-feet of lumber typically needed as a substrate. Our approach is in the process of being patented.
13. Intelligent, graphical, interactive 3D software called ICE[®] eliminates waste from human error and the need for mock-ups.
14. ICE software means no paper catalog and a smaller factory footprint.
15. ICE cancels out the need for paper marketing materials. Why look at an artifact when we are making you something completely unique and new?

DESIGN FREEDOM

16. The intelligence of ICE software allows designers to provide the best solution functionally and aesthetically without wasting precious time finding out if it can build it or not. ICE results in shop drawings in days instead of weeks.
17. ICE offers full, real-time integration with AutoCAD[™].
18. Wall sizes are infinite within the minimum and maximum parameters of each part of the wall (tiles/skins, frames, doors, glass).
19. Support extrusions offer functionality when in use and are an aesthetic bonus when left open and unused in the interim.
20. The support is also open-source. You can freely choose any manufacturer's furniture, accessories or millwork. Even legacy elements can be supported on the Walls.
21. Clean, elegant corners of any angle.
22. Every space can be designed to suit the exact needs of the inhabitants. Tiles come in all sizes and finishes. For instance, back-painted glass tiles and "Write Away" film turns any wall into a dry-erase board. Tiles can be switched out if needs change.
23. Tiles/skins can be sized for individual module frames or run across adjacent frames.
24. Sides of face-tiled Walls are completely independent aesthetically and functionally, giving designers lots of latitude in addressing different conditions either side of the Wall.
25. Low-profile base with 2.25" of height adjustment facilitates installation.
26. All Walls integrate with each other and the base building, such as columns, sills, mullions and bulkheads.
27. Single-sided face tiled walls open up new design opportunities and additional usable real estate, with power and data support, when clad over perimeter hard-walls.
28. Flexible connections offer faceted curves up to 15-degrees in either direction for inexpensive design statements. Can be incorporated initially or retroactively.
29. Mass-customization means walls can be designed to suit all kinds of applications in all kinds of industries – even residential applications.

TECHNOLOGY SUPPORT

30. Flat screen (LED and LCD) technology, iPod docking stations and USB portals integrate with the Wall plenum and remain accessible for technicians.
31. Glass tiles are designed to cover and protect screens.
32. Exposed horizontal extrusion also supports monitors, monitor arms, speakers, accessories, etc. on the face of the Wall.
33. Bracketry is specially designed to support rear screen projection units in smaller spaces.
34. Accessible plenum provides plenty of room for power, data, plumbing and medical gasses. Tiles can also act as cabinet doors.
35. Ventilation system is integral to the DIRTT system for cooling of technologies.
36. When technology changes – as it inevitably will – the Walls are ready for accepting new components and wiring.
37. Horizontal support extrusions and brackets make electronic sit/stand solutions simple to implement and alter.

COMMUNICATION/INFORMATION

38. ICE software takes care of the entire specification minutiae while you design the perfect space and stay on budget. ICE delivers instant elevations, interactive/real-time 3D experiences of the whole project and photorealistic renderings in moments, simultaneously updating price, parts and production information with every modification.
39. ICEvision allows all stakeholders to share and understand the project. You can upload the design for all or a select few to see without any software on their end. They will fully absorb and sign-off or request changes quickly and confidently. It empowers those who cannot read a technical drawing and instantly updates colleagues as to the project's progress.
40. ICEberg gives all clients the hard, cold numbers to help them compare the dollar- and environmental-cost between conventional construction and DIRTT. Every finish and square foot is calculated using 3rd party statistics. ICEberg's data can even be modified to suit your local contractor's own numbers.
41. Using ICE ensures your design is directly translated into production information. There is no opportunity for human error to compromise the product. The result is the shortest lead-time in the industry; four weeks is the longest lead time we typically require.
42. ICE allows for the evolution of the product line without concern for the typical documentation nightmare that ensues. Whether for a solution wide change or for a single project, ICE provides the platform that supports rapid change.

MISCELLANEOUS

43. DIRTT is a leader in sustainable design for pre-engineered walls. It was the first company in the modular interior industry ever to receive "Excellence in Partnership Award for Green Contractor Award" from the Coalition for Government Procurement (2006). The award was due to the ability of DIRTT Walls to support any new or legacy furniture for government agencies, and because the horizontal support means all furniture module sizes are still viable after reconfigurations.

We're not resting on our laurels. We are constantly innovating in our efforts to produce cost-effective, beautiful and environmentally responsible architectural solutions. Those efforts have made us North America's leading manufacturer of modular walls.



July 28, 2010

Mr. Les Fujitake, Superintendent
Bloomington Public Schools
1350 West 106th Street
Bloomington, MN 55431

Sandra Lewandowski, Superintendent
District Service Center
1820 Xenium Lane North
Plymouth, MN 55441-3708

Telephone: 763.550.7100
www.district287.org

Dear Les,

287 has asked repeatedly to have a conversation with Bloomington to set the parameters for the distribution of assets and assignment of liabilities upon the withdrawal from Intermediate 287. I am interpreting your last communication (7-8-10) to indicate that Bloomington would rather go straight to mediation. While we see the Bureau of Mediation Services (BMS) as appropriate for assistance in reaching agreement on some of the basic parameters, the 287 School Board does not believe that BMS, whose primary experience is in labor relations, lends itself well to the deeper financial complexities of this situation.

Therefore, I suggest the following basic parameters be discussed in mediation through BMS. This list is not intended to be all inclusive as other parameters may surface as the process evolves.

1. Determine and agree on the financial categories subject to the “distribution of assets and assignment of liabilities”. 287 continues to maintain that there are three areas that should be entertained in this mediation: capital assets and debt, separation and severance obligations, and operating budget.
2. Determine for each area what date will be applicable. For example, mediation discussions could be based on June 30, 2011; or, at the time, the all capital debt is retired. Separation and severance obligations could be based on June 30, 2011, or the date all obligations are fully funded.
3. Determine any employment issues arising out of contract or pursuant to statute due to Bloomington's withdrawal and agree to a process for resolving those issues to the extent feasible.
4. Agreement on what part of operating budget assets and liabilities are subject to the Statute.
5. Agreement on who bears the costs of this process for capital valuations, actuarial work, etc.
6. The discussions between 287 and Bloomington have primarily been in regard to special education programs and services. 287 seeks to understand Bloomington's intent to use 287 as a non-member in any of the non-special education programs and services. (Please note attached usage chart that has been previously sent).

287 is interested in whether Bloomington has other parameters to add to this list.

In regard to who will represent our respective districts at mediation, the 287 School Board is comfortable with the business directors being the primary participants. However, we reserve the option to have our attorney, or other appropriate parties, attend mediation sessions. As information to you, we will be asking other member district business directors to advise 287 on what a fair outcome might be. We hope to convene a meeting with them for late August or early September. Mediation could begin at any point after that discussion. Should you agree with this proposal, I am willing to submit a request to Commissioner Hoffmeyer at the Bureau of Mediation Services.

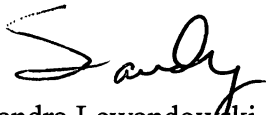
287 is not comfortable that BMS would have the expertise to assist in the mediation of the exact valuation methodology for either capital or severance. We have an understanding that such complexities exceed the typical arenas for BMS. I recently spoke with Commissioner Hoffmeyer. He confirmed that such financial matters have not typically been within their experience. District 287 believes that a second mediator with specific financial experience will best serve the needs of Bloomington and 287 in this regard. We suggest the Gilbert Mediation Center as an appropriate financial mediator for this step of the process. Should Bloomington agree, I will follow up with this Center and request a mediator with specific financial experience. This second mediation would follow the culmination of the BMS mediation.

With both the BMS mediation to resolve the above parameters, and, the ultimate resolution of the valuation methodology by a mediator skilled in financial matters, I agree that the mediation outcomes be subject to approval by the Superintendents and School Boards of 287 and 281.

Finally, the 287 School Board is perplexed as to why Bloomington has not yet provided the cost analysis used by your district to assert a savings of \$750,000 per year by withdrawing from Intermediate District 287. As I indicated in an earlier communication, our member district business directors also had a desire to see this information. You replied that this information would be sent to me under separate cover and I have not yet received it. Would you indicate whether you will be sending this information, and, when I might expect to receive it?

Please do not hesitate to call if you have further questions.

Sincerely,

A handwritten signature in cursive script that reads "Sandra".

Sandra Lewandowski, Ed.S.
Superintendent

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Bloomington Public Schools Use of District 287 Services as of January 25, 2010

Chart includes student-based services and does not include use of services provided to staff, such as PREP Center training or the Grants and Research Office. Bloomington is a very active partner in these efforts, helping design training and sending teams to many of the offerings.

Program	Student Served – 287 provides Instructions	Student Served – 287 provides consolidated management reporting and billing.
HENNEPIN TECHNICAL PATHWAYS - EDEN PRAIRIE CAMPUS	34	
CAREER & TECHNICAL EDUCATION - EP CAMPUS-LEVEL III	4	
287 K-12 ACADEMIC - West Suburban Summer School	37	
DESTINATION IMAGINATION	72	
NORTHERN STAR ONLINE	17	
WORLD LANGUAGE	0	
287 ON-LINE LEARNING (ACADEMIC) - IS	2	
SES - RAMP UP	5	
ALC - EDEN PRAIRIE HS - IS	1	
ALC - RICHFIELD HS - IS	11	
ALC - PRAIRIE CENTER ALTERNATIVE - IS -(PCA)	10	
ALC - SOUTH EDUCATION CENTER ALTERNATIVE	59	
ALC - PRAIRIE CENTER ALTERNATIVE - (PCA)	3	
ALC - RICHFIELD - SUCCESS AT 15 - IS	2	
ALC - CITY WEST ACADEMY	3	
271 - SHAPE ALC		148
271 - BEACON SCHOOL		116
271 - NORMANDEALE HILLS ELEMENTARY - TS		37
271 - POPLAR BRIDGE ELEMENTARY - TS		71
271 - WESTWOOD ELEMENTARY - TS		85
271 - INDIAN MOUNDS ELEMENTARY - TS		37
271 - OAKGROVE MIDDLE SCHOOL - TS		70
271 - OAK GROVE ELEMENTARY - TS		35
271 - VALLEY VIEW ELEMENTARY - TS		48
271 - OLSON ELEMENTARY - TS		59
271 - WASHBURN ELEMENTARY - TS		155
271 - RIDGEVIEW ELEMENTARY - TS		29
271 - OLSON MIDDLE - TS		15
271 - HILLCREST ELEMENTARY - TS		13

271 - VALLEY VIEW MIDDLE - TS		20
271 - SHAPE IS		1
271 - KENNEDY HS - BEACON NIGHT SCHOOL - IS		558
271 - DISTRICT EXTENDED YEAR - TS		697
283 - PETER HOBART PRIMARY - TS		1
273 - CORNELIA ELEMENTARY - TS		1
273 - COUNTRYSIDE ELEMENTARY - TS		5
280 - RICHFIELD MIDDLE SCHOOL - TS		1
280 - RICHFIELD INTERMEDIATE ELEM SCHOOL - TS		7
270 - HOPKINS 6 WEEK - EY - TS		1
272 - EDEN LAKE ELEMENTARY - TS		3
272 - FOREST HILLS ELEMENTARY - TS		1
272 - OAK POINT INTERMEDIATE - TS		2
DCD SECONDARY AND PHASE - ESY	1	
SUN - ESY	3	
DCD/EBD - STRIVE - ESY	2	
VOS - ESY	4	
VET - ESY	2	
COMMUNICATION INTERACTION PROGRAM ESY	2	
INVEST - ESY	1	
VET INTERCHANGE	5	
INVEST – MIDDLE	2	
INVEST – BREN ROAD	1	
INVEST TRANSITION	2	
INTERSECT	4	
FOCUS	4	
ELEMENTARY EBD	2	
OPTIONS MIDDLE	7	
OPTIONS	3	
EXPLORE	7	
EXPLORE MIDDLE	1	
PHASE	2	
SUN	2	
SUN TRANSITION – EDGEWOOD	1	
SUN TRANSITION- SEC	2	
STRIVE – SECONDARY	2	
STRIVE - ELEMENTARY	1	
CIP – HOSTERMAN	1	
CIP - SEC	4	
ITINERANT SERVICES	107	
287 - IDT/KEYSTONE EAST - CARE & TREAT		13
EPSILON	6	
TOTAL	441	2,229

Summary Totals

By Program Type	
Career & Tech Ed	38
Academic Services	128
287 ALC Programs	89
271 ALC Programs	2,194
MD ALC Programs	22
SES - Ramp Up	5
287 ESY Programs	15
287 Spec. Ed. Programs	53
287 Care & Treatment	6
IDT/Keystone C & T	13
Itinerant	107

By Division	
Teaching & Learning	2,476
Spec. Ed.	68
Care & Treatment	19
Itinerant	107

Les Fujitake
Superintendent of Schools
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lfujitak@bloomington.k12.mn.us



Educational Services Center
1350 West 106th Street
Bloomington, MN 55431-4126
www.bloomingtonschools.info

July 29, 2010

Sandy Lewandowski, Superintendent
Intermediate District 287
1820 Xenium Lane North
Plymouth, MN 55441

Dear Sandy,

Thank you for your letter dated July 28, 2010.

We truly value our organizations' friendship and desire to maintain that friendship, which is why Bloomington's response to your repeated requests for a meeting has been a proposal for an independently facilitated meeting. We suggested the Bureau of Mediation Services (BMS) as a facilitator because they are experts in mediating amicable settlements.

Thank you for being open to using the BMS. However, your suggestion to use the BMS to set the parameters and then use another mediator to achieve a settlement appears more costly, time consuming, and disjointed.

Therefore, to be respectful of our time and resources, we propose the following process, which is a modification from our previous recommendation:

- Session(s) would take place at the Bureau of Mediation Services.
- Bloomington's representative will be its Financial Services Director, however we will enlist the assistance of our financial audit partner as needed.
- Each organization should come to the mediation session with a written offer detailing the distribution of assets and assignment of liabilities. The offers will be shared only with the mediator assigned by BMS.
- Bloomington proposes to have the mediator study both offers to determine whether the offers are such that an amicable settlement can be reached. If we are close in our offers, then we would expect an amicable settlement could be reached expeditiously. If the offers are largely divided and the organizations are firm in their positions, then we would recommend an impasse be declared, at which time the Minnesota Department of Education Commissioner will be requested to render a resolution as prescribed by state statute.
- Should the mediation process be successful, the tentative settlement agreement shall be subject to the respective organizations' superintendent and board approvals.

If the above proposal is not acceptable, we may consider approaching the MDE Commissioner for a determination in the interest of resolving the current impasse.

Sincerely,

Les Fujitake
Superintendent of Schools

cc: School Board

RECEIVED

AUG 04 REC'D

INTERMEDIATE DISTRICT 287
SUPERINTENDENTS OFFICE

From: Sandra L Lewandowski
Sent: Wednesday, August 18, 2010 10:20 AM
To: Les Fujitake
Cc: Sara J. Ruff; Colleen S. Baumtrog; Janet A. Johnson; Wauneen B. Denson-Mgeni
Subject: Bloomington Letter Dated July 29, 2010

Les,

Thank you for your letter dated July 29th 2010 in regard to the withdrawal of Bloomington from the Intermediate. I have received it and have also shared it with the District 287 School Board. I am writing to let you know that I will be able to provide you a follow up response in mid-September.

Please let me know if you have questions.

Sandy

Sandra Lewandowski,
Superintendent
Intermediate District 287
1820 Xenium Lane North
Plymouth, Minnesota 55441
slewandowski@district287.org
763-550-7100 Office
763-550-7299 Fax

INTERMEDIATE DISTRICT 287
PLYMOUTH, MINNESOTA
BOARD OF EDUCATION

Regular Meeting – August 26, 2010

AGENDA SECTION: BOARD BUSINESS

ITEM: Approval of the 2010-2011 Board Meeting Calendar

PRESENTED BY: Board Chair Johnson

1. Background Information

Meeting Schedule for the Year

The January 2011 – December 2011 board meeting schedule is attached. The meetings will be held on the second and fourth Thursdays except for the months of April, July, August, November and December when the schedule was adjusted for Holidays and Winter Break. January 13, 2010 Board meeting has been CANCELED due to MSBA Leadership Conference

2. Fiscal Impact/Funding Source: None

3. RECOMMENDED ACTION: The Board approve the January 2011 – December 2011 Board Meeting Schedule as presented.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

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

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

T E N T A T I V E

Board Calendar

January 2011 – December 2011

(Second & Fourth Thursday of the Month)

January 27, 2011

February 10, 2011

February 24, 2011

March 10, 2011

March 24, 2011

April 28, 2011

May 12, 2011

May 26, 2011

June 9, 2011

June 23, 2011

July 28, 2011

August 25, 2011

September 8, 2011

September 22, 2011

October 13, 2011

October 27, 2011

November 10, 2011

December 8, 2011

AMSD Calendar

August 5, 2010

Board of Directors
7:00 AM—8:30 AM
Northland Inn,
Brooklyn Park
Prior to MSBA Summer
Seminar

August 20, 2010

**Executive/Legislative
Committee Meeting**
7:30 AM—9:00 AM
TIES Building, St. Paul
4th Floor Boardroom

September 10, 2010

Board of Directors
7:00 AM—9:00 AM
TIES Building, St. Paul
3rd Floor Cafeteria

September 17, 2010

**Executive/Legislative
Committee Meeting**
7:30 AM—9:00 AM
TIES Building, St. Paul
4th Floor Boardroom

AMSD's Mission

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



**Association of
Metropolitan School Districts**

New program provides quick response to Edina student needs

An Edina middle school is prescribing a new approach to education. Much the way a doctor or nurse would chart observations on a patient, the teachers at Valley View Middle School are tracking and monitoring the learning progress of their students. The new teaching model, called RTI — short for Response to Instruction — relies on equal parts data and teacher collaboration. The combination of the two approaches aims to accelerate learning for all students by identifying problem areas before they show up on the report card.



Valley View is one of three Edina schools participating in the three-year RTI pilot program. Creek Valley Elementary and Countryside Elementary are also participants. Although still in its infancy stage, Valley View Principal Shawn

Continued on page 2

From the Chair:

As my term comes to a close I would like to thank AMSD board members for the opportunity to serve as chair. It has been a privilege to work with a group of highly dedicated people committed to providing our students the opportunities they need to succeed in our rapidly changing world.

As the research article in this month's newsletter highlights, we face enormous challenges if we are going to ensure that ALL of our students have the opportunity to be successful, productive citizens. Given the historic budget challenges facing the state, it is going to be more important than ever that AMSD board members work together to bring a strong, unified message to the Capitol. We have to be engaged in the electoral process and ask gubernatorial and legislative candidates to outline their strategies for restoring Minnesota's historic commitment to education.

The challenges are great but if we commit ourselves to working together and to holding our state policymakers accountable, we can make a difference for our students. Have a great end of the summer and best wishes for a fantastic start to the new school year!

Jon Tynjala, school board member from Mounds View, is chair of AMSD.

RTI creates unique learning profile for each individual Edina student that follows them as they advance through each grade of school

Dudley explained that undertones of the program have been around for years.

“This is not brand new,” said Dudley. “The foundation and infrastructure for RTI implementation at Valley View emerged in 2004, and over time we have built its capacity and resources.”

The RTI assessment is determined by a number of factors. The process relies on four variables: standardized tests, yearly progress, teacher response and continued screening. The combination of check points makes for a sensitive test—a test that can detect points of weakness long before a student fails. The analysis helps teachers quickly identify if intervention is needed and nip problematic areas in the bud before they become larger and less easy to manage.

“Student progress is measured against grade-level standards,” Dudley said. “RTI monitors student growth during the year as they strive to meet grade level standards.”

Through frequent assessments, RTI is able to evaluate how well traditional classroom instruction is working for individual students. The data creates a unique learning profile for each individual student that follows them as they advance through each grade of school.

“The data moves with each student, so we don’t have to start from scratch each year when a new class comes in,” said Chris Hoffman, an RTI coordinator at Valley View. “We can look at the personalized plan and see which learning and behavioral interventions have proven to be successful and what areas of concern need to be further addressed.”

Teacher collaboration is an essential component to RTI. The model is designed to intervene when a student is struggling. The data can pinpoint the areas of struggle, but it is up to the teachers to determine the appropriate solution. To encourage strong partnerships, teacher team times are scheduled regularly into the workday. Teachers use this time to share tips, discuss their students, and personalize learning strategies for students on their team to ensure achievement at high levels.



According to Dudley, the teaming component is vital to the overall success of RTI as many of the teachers work with the same core group of students throughout the day.

“Collaboration is key,” she said. “It’s a climate piece and everyone has to work together. We put our arms around kids and support them.”

About Edina Public Schools:

Edina Public Schools is comprised of six elementary schools (K-5), two middle schools (6-9) and one senior high (10-12). Total enrollment is approximately 7,800 students. The District serves Edina, a first-tier Minneapolis suburb comprised of approximately 47,450 people.

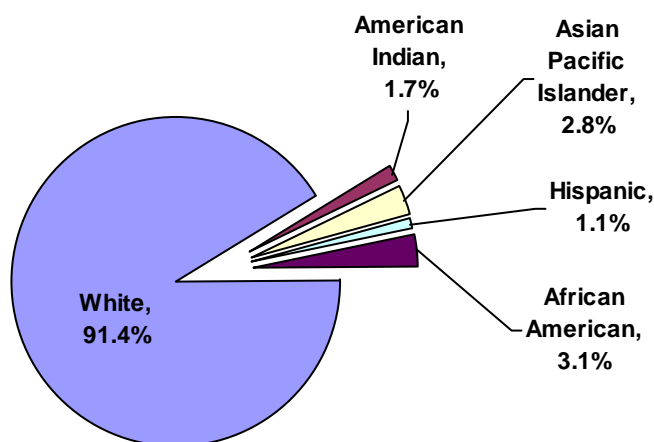
This month’s member spotlight was submitted by Jolene Goldad, Communications Manager for Edina Public Schools..

The Economic Impact of the Achievement Gap

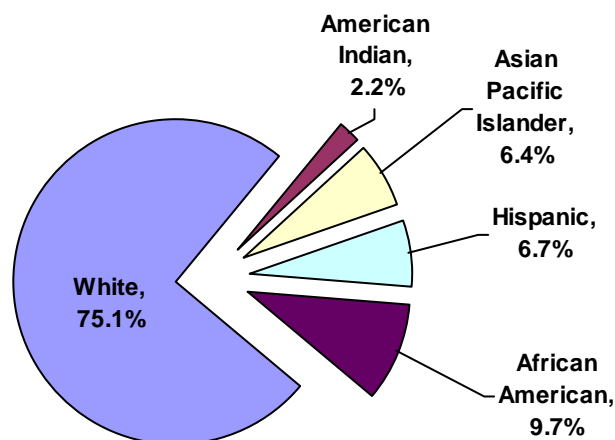
Minnesota continues to undergo a remarkable demographic transformation. This transformation is most evident in our public K-12 schools. While communities of color comprise about 14 percent of the total population, almost one-quarter of all students were students of color or American Indian students in 2008. As the graphs below show, the percent of students of color in Minnesota’s schools has tripled since 1990.

The growth in students of color is occurring throughout the state with the fastest growth in the suburban school districts. This trend is projected to continue into the future. According to the Minnesota State Demographic Center, the state’s non-white population is expected to grow from 14% in 2005 to 25% in 2035. Overall, the white population is expected to grow nine percent over 30 years while the minority population is expected to grow by 112 percent.

State K-12 1990-01 Demographics



State K-12 2009-10 Demographics



The state’s rapidly changing demographics should bring a sense of urgency to addressing the achievement gap. As Minnesota’s population becomes more diverse and the largely white baby boom generation moves toward retirement, it will be critical that our students of color be prepared to fill future job openings. While Minnesota students on the whole measure up favorably in national and even international comparisons, a persistent achievement gap remains. In fact, Minnesota has one of the largest achievement gaps in the nation. Not only does the achievement gap raise important moral and social questions, it also raises profound economic challenges for the state and the country.

AMSD Members: Anoka-Hennepin, Bloomington, Brooklyn Center, Burnsville, Columbia Heights, East Metro Integration District 6067, Eden Prairie, Edina, Elk River, Fridley, Hopkins, Intermediate District 287, Intermediate District 917 (Associate Member), Inver Grove Heights, Mahtomedi, Minneapolis, MSU Mankato Center for Engaged Leadership (Associate Member), Minnetonka, Mounds View, Intermediate School North St. Paul/Maplewood/Oakdale, Northeast Metro District 916 (Associate Member), Northwest Suburban Integration District (Associate Member), Orono, Osseo Area Schools, Richfield, Robbinsdale, Roseville, Rosemount-Apple Valley-Eagan, Shakopee, South St. Paul, Spring Lake Park, St. Anthony/New Brighton, St. Cloud, St. Louis Park, St. Paul, Stillwater, TIES (Associate Member), Wayzata, West Metro Education Program, West St. Paul, and White Bear Lake.

Achievement Gap Carries High Price Tag

One national organization has quantified the future economic impact of failing to address the achievement gap. The Alliance for Excellent Education (<http://www.all4ed.org/>) has analyzed data from a number of metropolitan areas across the country. Their research shows that within the 13 county Twin Cities metropolitan area, 10,300 students dropped out from the class of 2008. Nearly a third of the dropouts were minority students: 1,250 African American, 950 Latino, 150 American Indian, and 650 Asian American. The chart below outlines the impact on the local economy if even half of the class of 2008 dropouts from each subgroup had graduated.

Estimated Economic Benefits if Half of the 2008 Dropouts from Each Group had Graduated					
Increased Earnings	This single class of new graduates would likely earn the following amounts in additional income in an average year:	African American	Latino	American Indian	Asian American
		\$8.9 million	\$7.3 million	\$1.1 million	\$5.5 million
Increased Spending and Investment	Increased earnings would likely allow new graduates to spend and invest the following amounts during an average year:	\$6.1 million (spending);	\$5 million (spending);	\$800,000 (spending);	\$3.7 million (spending);
		\$2.5 million (Investment)	\$2.1 million (Investment)	\$300,000 (Investment)	\$1.6 million (Investment)
Increased Home and Auto Sales	New graduates' increased spending would likely result in increases in the total value of homes purchased by the midpoint of their careers and the amount of money spent on vehicle purchases in an average year	\$26.8 million (Homes):	\$22.3 million (Homes):	\$3.4 million (Homes):	\$17.5 million (Homes):
		\$500,000 (autos)	\$400,000 (autos)	\$60,000 (autos)	\$300,000 (autos)

The Alliance for Excellent Education further outlines the economic impact for the Twin Cities metropolitan area if half of the 2008 dropouts had graduated:

- Together, their additional spending would likely generate **200 new jobs** and boost the gross regional product by as much as **\$30.2 million** by the time they reach the midpoint of their careers.
- As a result of their increased wages and higher levels of spending, state and local tax revenues within this metro area would likely grow by as much as **\$2.7 million** during an average year.
- The region would likely see increased human capital, with **53 percent** of these graduates likely continuing on to pursue some type of postsecondary education after earning a high school diploma.”

The convergence of demographic changes, achievement gap challenges and the state of the economy should inspire thoughtful discussion during the fall campaign and action in the next legislative session. State policymakers and educators must work together to enact and implement the most effective strategies for raising achievement for our students of color and American Indian students. Failing to address the achievement gap carries a price tag that we simply can't afford.



Intermediate District 287
DISTRICT POLICY

POLICY SERIES: Board Officers & Operations
SUBJECT: Policymaking Process
BOARD APPROVED: January 2007
REVISION DATE:

**BOO200 Policy Development, Adoption, Implementation
and Review**

I. PURPOSE

The purpose of this policy is to establish guidelines for Board policymaking.

II. GENERAL STATEMENT OF POLICY

The Board believes that the creation of policies is the Board's most important function. Through the development and adoption of written policies, the Board exercises its leadership in the District. Board policies shall be clear, concise, accessible, and follow a consistent format. Policy implementation is delegated to the Superintendent.

Policies will be reviewed on an ongoing basis to ensure their compliance with new laws, Board priorities, District needs and circumstances. When possible, policy review will be staggered throughout the year.

III. POLICY ADOPTION PROCESS

All Board policies shall comply with applicable state and federal laws, rules and regulations.

Development

In developing and revising policies, the Board will seek the advice and assistance of staff, organizations, and other relevant parties through the Superintendent.

~~**Role of Board Committees and Members**~~

~~Proposed policies and revisions to existing policies shall be assigned to a Board committee for consideration.~~

~~The Board committee shall notify all Board members of its scheduled meetings to discuss policies. Any Board member is welcome to attend these meetings and/or~~

~~provide comments on any Board policy at any stage in the committee's deliberations.~~

~~Policy proposals approved by a Board committee may be placed on the full Board's consent agenda.~~

Notice

The Board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two Board meetings, except as provided in Parts IV and V.

Adoption

Policies and policy revisions introduced at a Board meeting shall not be adopted until a subsequent meeting of the Board. At the first meeting the policy proposal shall be presented for a first reading and discussion, and at the second meeting, the proposal shall be presented for a second reading, discussion, and vote. Board members may propose amendments to policy proposals at either of the two readings.

Effective Date

A policy is effective upon adoption by a majority of the Board present at a regular meeting, unless another effective date is specified.

IV. SUSPENSION OF POLICIES

Any section or sections of Board policies not required by law or contract may be temporarily suspended by a majority vote of a quorum of the Board at a regular or special meeting. The suspended sections may be reinstated by the same process.

V. EMERGENCY ADOPTION OF POLICIES

Emergency Conditions

Under unusual and rare circumstances, the Board may temporarily approve a policy to meet emergency conditions. A majority vote of a quorum of the Board is required to adopt an emergency policy. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes.

Expiration of Emergency Policies

The emergency policy shall expire within one year following the emergency action or when there has been Board action to adopt, revise or repeal the emergency policy under the regular policy adoption process, whichever occurs first.

VI. IMPEMENTATION OF BOARD POLICY

Superintendent Role

The Superintendent is responsible for the administration of the District under applicable laws and Board policies. Board policies shall be the basis for the Superintendent's formulation of procedures.

Development of Administrative Procedures

It is the Superintendent's responsibility to develop administrative procedures to provide greater specificity and consistency in the process of policy implementation. The Board reserves the right to review all administrative procedures however it will revise them only when, in the Board's judgment, they are inconsistent with policies adopted or guidelines set by the Board.

Administrative Action in Absence of Policy

In the event that a situation demanding a decision is not covered by an existing policy or administrative procedure, the Superintendent or his or her designee is empowered to act as needed and report such action or decision to the Board.

VII. POLICY REVIEW

Superintendent Role

The Superintendent, on a continuing basis, shall bring to the Board's attention all policies that are out-of-date or otherwise in need of revision.

Board Member Role

Any Board member may request that a policy be reviewed at any time, for any reason. The Board shall decide, by a majority vote of the Board present at a regular meeting, whether to initiate the requested review.

Review Schedule

The review process shall be structured so that each policy is reviewed annually for compliance with current law, and for suitability and effectiveness at least once every four years.

Consent Agenda

Board policies scheduled for routine review that are not in need of any substantive change shall be placed on the Board's consent agenda.

ANNE C. BECKER

ATTORNEY AT LAW

*Director of Human Resources
Intermediate District 287
August 16, 2010*

Health and Medical Policy Series

The following are current 287 Board policies that contain some aspect of the Board's vision for health and medical issues affecting District employees and students:

- HM 180** **Wellness**
- 4115.6** **HTVL Type III Aids**
- 4115.8** **Smoking/ Tobacco Use**

In preparation for creating the draft policies, I reviewed the following sources for information and requirements regarding health and medical issues: Minnesota Statutes, Intermediate District 287 policies and procedures, and the policies of 287's member districts. I also reviewed the MSBA's model policies.

The District has a relatively recent policy on Wellness. I reviewed it and found it to be in compliance with what the MSBA and member districts currently have regarding wellness. Thus, I did not edit it.

The District currently has a policy regarding employees with HTLV Type III (AIDS). It is problematic that this policy identifies only one communicable disease, when other diseases may be just as, if not more, prevalent in the school community. One option would be to implement a new policy incorporating students and employees with communicable diseases and infectious conditions, as the MSBA and many member districts have done. This would require consideration of a much broader policy than the Board has approved in the past. Moreover, creating procedures, not policies, to address specific communicable and infectious diseases would likely be much more useful.

I believe that the best option is to eliminate the existing policy, create general health and medical policy goals that include a statement about balancing the goal of inclusion of students and employees with communicable diseases with the safety of the other members of the school community, and adopt additional procedures regarding the safeguards the District will take with regard to students and employees who pose a risk to public health.

I have drafted a health and medical goals policy to convey the Board's intended objectives in summary form. In addition to a reference to communicable diseases, the general health and medical policy goals also foreshadow procedures regarding DNR/DNI orders, mandated maltreatment reporting, and the administration of student medication. I include these procedures because they seem to be within the health and medical “plan” of the District.

The District currently does not have a policy on Chemical Use or Abuse. The District has administrative procedures on Chemical Use that address use among employees, not students. I think a broader policy including students would be a good policy to adopt in light of the need for compliance with the Drug-Free Workplace and Drug-Free Schools Acts. A majority of our member districts have adopted either a Chemical-Free or Alcohol/Drug-Free policy. I have drafted a policy consistent with District 287's member districts, based on the MSBA model policy.

The District currently has a policy on Smoking/Tobacco Use. The current policy is generally consistent with what the District's member districts have, except it only addresses use among employees, not students. I would recommend adding a prohibition on student use as well as possession of tobacco products. I have drafted a policy to include this language.

DRAFT POLICY/ FIRST READ

POLICY SERIES: Health and Medical

SUBJECT: Health and Medical Goals

BOARD APPROVED:

REVISION DATE:

HEALTH AND MEDICAL GOALS

I. PURPOSE

The purpose of this policy is to articulate the Board’s commitment to support and maintain a healthy environment for students and staff.

II. GENERAL STATEMENT OF POLICY

The Board recognizes the importance of promoting and fostering the maintenance of good health and healthy habits. It is committed to establishing a learning and working environment that promotes healthy lifestyles and minimizes public health risks.

III. HEALTH AND MEDICAL GOALS

The Board seeks to accomplish the following goals:

- A. Establish a learning and work environment that promotes student and staff health, well-being, and ability to learn;
- B. Maintain a learning and work environment that is free from the use of substance abuse and its influence;
- C. Maintain a learning and work environment that is free from tobacco and its use;
- D. Establish procedures to ensure the proper administration of medication to students;
- E. Increase familiarity with the requirements and proper procedures for the mandated reporting of alleged maltreatment of children and vulnerable adults; and
- F. Minimize any known public health risks to members of the school community while ensuring the appropriate inclusion of students and staff with communicable and/or infectious diseases.

DRAFT POLICY/ FIRST READ

POLICY SERIES: Health and Medical
SUBJECT: Drug-Free Workplace/ Drug-Free Schools
BOARD APPROVED:
REVISION DATE:

DRUG-FREE WORKPLACE/ DRUG-FREE SCHOOLS POLICY

I. PURPOSE

The Board recognizes that the illegal use and abuse of drugs can be very harmful to the physical and mental well-being of students and employees. The Board believes that the District can play an important role in educating students about the dangers of chemical use and abuse, and training staff in the best practices for intervention and prevention of such use.

II. GENERAL STATEMENT OF POLICY

- A. The use, possession, sale, manufacture, and/or distribution of controlled substances, toxic substances, and alcohol on District property are strictly prohibited except as otherwise provided in this policy. District property includes any building or vehicle owned, rented, or leased by the District. This prohibition extends to all off-campus events sponsored by the District.
- B. District staff or administrators who are in possession of controlled or toxic substances or alcohol as a result of having confiscated those items in the course of their duties as educational professionals and supervisors are not in violation of this policy.
- C. The District will discipline or take other appropriate action against any person who is found to have violated this policy.
- D. The District will also provide information to students and families about community resources for chemical health information and services.

III. DEFINITIONS

- A. “Chemical use” means the use of any psychoactive or mood-altering chemical substances, without compelling medical reason, in a manner that induces mental, emotional or physical impairment and causes socially dysfunctional or socially disordering behavior, to the extent that the person’s normal functioning in academic, school, work, or other activities is chronically impaired.
- B. “Controlled substances” includes narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 U.S.C. § 812, including analogues and look-alike drugs.

- C. “Alcohol” includes any alcoholic beverage, malt beverage, fortified wine, or other intoxicating liquor.
- D. “Toxic substances” includes glue, cement, aerosol paint, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.
- E. “Use” includes selling, buying, manufacturing, distributing, dispensing, possessing, using or being under the influence of alcohol and/or controlled or toxic substances, whether or not for the purpose of receiving remuneration or consideration.
- F. “Possess” means to have on one’s person, among one’s personal effects, or in an area subject to one’s control.

DRAFT POLICY/ FIRST READ

POLICY SERIES: Health and Medical

SUBJECT: Tobacco-Free Schools

BOARD APPROVED:

REVISION DATE:

TOBACCO-FREE SCHOOLS

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is tobacco-free.

II. GENERAL STATEMENT OF POLICY

- A. No person may smoke or use tobacco or tobacco-related devices in a public school, including any building or vehicle owned, rented, or leased by the District. This prohibition includes all District property and all off-campus events sponsored by the District.
- B. No student may possess any type of tobacco or tobacco-related device on District property, including any facilities or vehicles owned, rented, leased, contracted for, or controlled by the District. This prohibition includes all District property and all off-campus events sponsored by the District.
- C. The District will discipline or take other appropriate action against any person who is found to have violated this policy.

III. DEFINITIONS

- A. “Tobacco” means cigarettes; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; Cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps; clippings, cuttings and sweepings of tobacco; and all other kinds and forms of tobacco prepared in such a manner as to be suitable for chewing or smoking in a pipe or other tobacco-related device.
- B. “Tobacco-related device” means cigarette papers or pipes for smoking.
- C. “Smoking” includes carrying a lighted cigar, cigarette, pipe, or any other lit tobacco or tobacco-related device.

School Board Planning Calendar 2010

1 st Meeting of the Month	2 nd Meeting of the Month
JULY 22, 2010 <i>(Only one Board meeting this month!)</i>	
C-Train Update Health and Medical Bucket NEC Facility Committee Report	Financial Report June Legislative Session Review & Implications for District Operations
AUGUST 26, 2010 <i>(Only one Board meeting this month!)</i>	
Administrative Services PLC Financial Report July Report on Crisis Planning (Michelle Axell – 10 minutes) Determine NEC Size & Cost Option	Approval of Cash Flow Borrowing Resolution NEC Facility Committee Report School Start Up Program Report “Top Things Board Members Should Know About Our 2010-2011 Start-Up” (Colleen, Laura, and Jane)
SEPTEMBER 9, 2010 Superintendent Goals Bloomington – Closed Session	SEPTEMBER 23, 2010 Financial Report August Resolution to Borrow PLC’s Results/Goals MDE Final Special Education Monitoring Report NEC Facility Committee Report Resolution to Authorize Financing for NEC Report on Crisis Planning
OCTOBER 14, 2010 Prior Year Agenda Review Restraints and Seclusion – Instructional Report Resolution for Sale of Bonds for NEC Cash Flow Borrowing	OCTOBER 28, 2010 Financial Report September Strategic Plan Update/Innovative Coach NEC Facility Committee Report
NOVEMBER 18, 2010 <i>(Only one Board meeting this month!)</i>	
Financial Report October OPEB Reporting & Funding C-Train Report (Written Report) Food Service Resolution	Prior Year Unaudited Fund Balance Report NEC Facility Committee Report Resolution for Settlement of Bonds for NEC Facilities Management Update
DECEMBER 9, 2010 <i>(Only one Board meeting this month!)</i>	
Financial Report November Facilities Management Update - Energy Audit Digital Copy Certificate (Written Report)	Prior Year Audit Review NEC Facility Committee Report Legislative Initiatives

INFORMATIONAL ITEMS TO REMEMBER:

**** Pay Equity Report" - (every three years - due in January 2012)**
Community use of Facilities Bucket

School Board Planning Calendar 2011

(TENTATIVE)

1 st Meeting of the Month		2 nd Meeting of the Month	
<p>JANUARY 13, 2011 <i>Organizational Meeting</i></p> <ul style="list-style-type: none"> ○ Oath of Office ○ Election of Board Officers <p style="text-align: center;">Board meeting has been <u>CANCELED</u> due to MSBA Leadership Conference</p>		<p>JANUARY 27, 2011 <i>Organizational Meeting</i></p> <ul style="list-style-type: none"> ○ Oath of Office ○ Election of Board Officers <p>Strategic Plan Review & Measurement Report - Steve will be here. Financial Report December NEC Facility Committee Report</p>	
FEBRUARY 10, 2011		<p>FEBRUARY 24, 2011 Financial Report February Staff Reduction ULA Resolution Changes for following Yr FY11 Budget Revision & FY12 Budget Assumptions Program Withdrawal Report ALC Plus Update</p>	
MARCH 10, 2011		<p>MARCH 24, 2011 Financial Report February NEC Facility Committee Report Program Reduction Resolution Reduction ULA for tenured staff FY2012 Preliminary Budget Update</p>	
APRIL 28, 2011			
<p>Spotlight DVD Presentation Financial Report March Superintendent & Board Evaluation Update</p>		<p><i>(Only one Board meeting this month!)</i> NEC Facility Committee Report Long Range Facilities Planning Presentation Proposed District 287 School Calendar 2011-2012</p>	
<p>MAY 12, 2010 PBIS Data Update</p>		<p>MAY 26, 2011 Financial Report April Audit Open Items & Requirements changes Staff Reduction ULA Resolution PLC Data Report Highlights Non- Tenured Non-Renewals & Probationary Non-Licensed Clerical Layoffs North Education Center (NEC) Facility Community Report</p>	
<p>JUNE 9, 2011 Superintendents Evaluation</p>	<p>Financial Report May PLC Data Report 2010-11 Budget NEC Facility Committee Report Attachment 10 Performance Criteria & Health & Safety</p>	<p>JUNE 23, 2011 Final ULA Resolution for Licensed Staff Board Evaluation Health & Safety Assessment 99 Report Superintendent & School Board Evaluation to plan for Board Retreat outcomes</p>	

INFORMATIONAL ITEMS TO REMEMBER:

- ** Pay Equity Report" - (every three years - due in January 2012)
- Community use of Facilities Bucket

INTERMEDIATE DISTRICT 287
August 26, 2010
SCHOOL BOARD CALENDAR

August 2010

17	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
26	Thursday	General Board Meeting	6:30PM	Board Rm
30	Monday	Back-To- School (Northwest Tech Center)	9:00AM	
30	Monday	Back-To- School (Edgewood Education Center)	10:45AM	
30	Monday	Back-To- School (Sandburg Education Center)	1:30PM	
31	Tuesday	Back-To- School (Bren Road Education Center)	8:30AM	
31	Tuesday	Back-To- School (South Education Center)	1:30PM	

September 2010

09	Thursday	General Board Meeting	6:30PM	Board Rm
14	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
23	Thursday	General Board Meeting	6:30PM	Board Rm

October 2010

14	Thursday	General Board Meeting	6:30PM	Board Rm
19	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
28	Thursday	General Board Meeting	6:30PM	Board Rm

November 2010

09	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
18 18	Thursday	General Board Meeting (DATE CHANGE – November 11, 2010 Veterans Day)	6:30PM	Board Rm

December 2010

09	Thursday	General Board Meeting	6:30PM	Board Rm
21	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm

**PROPOSED
DATES**

January 2011

13	Thursday	General Board Meeting	6:30PM	Board Rm
Board meeting has been CANCELED due to MSBA Leadership Conference				
18	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
27	Thursday	General Board Meeting	6:30PM	Board Rm

February 2011

10	Thursday	General Board Meeting	6:30PM	Board Rm
15	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
24	Thursday	General Board Meeting	6:30PM	Board Rm

March 2011

10	Thursday	General Board Meeting	6:30PM	Board Rm
15	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
24	Thursday	General Board Meeting	6:30PM	Board Rm

April 2011

19	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
28	Thursday	General Board Meeting	6:30PM	Board Rm

May 2011

12	Thursday	General Board Meeting	6:30PM	Board Rm
17	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
26	Thursday	General Board Meeting	6:30PM	Board Rm

June 2011

09	Thursday	General Board Meeting	6:30PM	Board Rm
14	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
23	Thursday	General Board Meeting	6:30PM	Board Rm

◆ Board Facilities Committee Meeting - Third Tuesday of the Month

◆ Board Facilities Committee Meeting - Second Tuesday of the Month