

# **Intermediate District 287**

Responsive. Innovative. Solutions.



**Intermediate District 287**

**Regular Meeting**

**Thursday, February 24, 2011 6:30 PM**

# Intermediate District 287

## RESPONSIVE. INNOVATIVE. SOLUTIONS

### GENERAL MEETING OF THE BOARD

Thursday, February 24, 2011

6:30 PM @ District Service Center Board Room

#### AGENDA

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 February 10, 2011 4
  4. 2. Routine Human Resource Activities for February 24, 2011 6
  4. 3. Health Careers Promotion Grant 2011 from the Minnesota Department of Health 9
5. **SHARE THE SUCCESS & RECOGNITIONS - (5 minutes)** (Information)
  5. 1. School Board Recognition Week (February 21-25, 2011) Proclamation & Certificate 10
  5. 2. Paraprofessional Recognition Week (February 24, 2011 - March 4, 2011)
6. **SUPERINTENDENT'S REPORT - (15 minutes)**
  6. 1. 2011-2012 Member District Planning Numbers (Information) 12  
Two memos are attached that summarize the 2011-2012 planning numbers received from member districts.
  6. 2. Superintendent Site Visits (Information) 14  
A shortened version of The New Normal PowerPoint will be shared with the School Board.
  6. 3. Care & Treatment Request
  6. 4. Ed Tech ARRA Enhancement Funds 32
  6. 5. Hennepin County Drop-Out Prevention
7. **INSTRUCTIONAL REPORT - (15 minutes)** (Information)
  7. 1. Area Learning Center (ALC) Plus Update 33  
The Area Learning Center Plus program is a partnership with Hennepin County for students who have been court ordered for truancy offenses. This update will provide a summary of both its emerging success and growth since August 2010.
  7. 2. What Board Members Should Know About Special Education Transition Programming for 18-21 Year-Old Students 34
8. **ADMINISTRATIVE SERVICES REPORT - (30 minutes)**
  8. 1. Financial Report
    8. 1. 1. Approval of Routine Monthly Finance Report (Action) 35  
Janet Johnson will provide an overview of the monthly finance report and the Board will be asked to approve it.
    8. 1. 2. FY11 Budget Revision (Action) 45  
Janet Johnson will present the Budget Revision for FY11 and the Board will be asked to approve it.

8. 1. 3. FY12 Budget Assumptions	<b>(Action)</b>	47
Janet Johnson will present the Budget Assumptions for FY12 and the Board will be asked to approve them.		
8. 2. Facilities Report		
8. 2. 1. North Education Center (NEC) General Contractor & Demountable Wall System Contractor	<b>(Action)</b>	50
Tom Shultz will identify the Best Value Pre-Award phase and contract development for the general contractor and the demountable wall system contractor for NEC and the Board will be asked to approve them.		
8. 3. Human Resource Report		
8. 3. 1. Staff Reduction ULA Resolution Changes for Following Year	<b>(Resolution)</b>	55
Anne Becker will provide a Resolution requesting approval from the Board to direct administration to make recommendations for reductions in programs and positions.		
<b>9. BOARD BUSINESS - (10 minutes)</b>		
9. 1. Policy Review & Revision		
9. 1. 1. Superintendent Evaluation Procedure - 2nd Read and Approval	<b>(Action)</b>	57
A Committee of the School Board has been working for several weeks on a Superintendent evaluation procedure. The procedure is presented as a second read and the Board will be asked to approve it.		
9. 2. Board Reports	<b>(Information)</b>	
9. 2. 1. Chair Report		
9. 2. 1. 1. "Get on the Bus Update"		61
9. 2. 2. AMSD Report (Ann Bremer) - None		
9. 3. <b>District News</b>	<b>(Information)</b>	
9. 3. 1. School Board Planning Calendar		69
9. 3. 2. February 24, 2011 Calendar		71
9. 4. Once Around the Table		
<b>10. ADJOURNMENT</b>		

**DISTRICT 287 REGULAR BOARD MEETING**  
**Intermediate District 287**  
**February 10, 2011**  
**MINUTES**

**1. CALL TO ORDER**

Chair Ann Bremer called the regular meeting to order at 6:31 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
270	Hopkins	Laura Ronbeck
276	Minnetonka	Don Draayer
278	Orono	Michèle Kunz
279	Osseo	Dean Henke
280	Richfield	Nancy Rowley
281	Robbinsdale	Linda Johnson
283	St. Louis Park	Pam Rykken
277	Westonka	Ann Bremer

Absent: 284/Peterson

Guests:

287 Administration: Sandra Lewandowski, Colleen Baumtrog, Laura Keller-Gautsch, Char Myklebust, Anne Becker, Janet Johnson, Tom Shultz, Chad Maxa, Linda Rees, and Wauneen Mgeni

287 Staff Members: Michelle Axell, Bruce Mulder, David VanDenBoom, and Julie Tuorila

Chair Bremer administered The Oath of Office to Board member G. Thielsen.

**2. APPROVAL OF GENERAL MEETING AGENDA**

The general meeting agenda was presented for approval. *Motion by Ann Bremer, seconded by Michèle Kunz, to approve the meeting agenda. All in favor. Motion carried unanimously.*

**3. OPEN FORUM FOR COMMUNITY COMMENTS - - None**

**4. APPROVAL OF CONSENT AGENDA**

The Consent Agenda was presented for approval. The Consent Agenda included the general meeting minutes from January 27, 2011; and annual organizational meeting minutes from January 27, 2011. *Motion by Ann Bremer, seconded by Don Draayer, 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 Michelle Axell, Manager of Special Projects. Michelle provided an overview on the recommendations by school district transportation directors and community leaders, the group proposed to Superintendents that an RFP be posted in Spring 2011. Results would be available to Superintendents in April 2011.

**7. INSTRUCTIONAL REPORT**

Superintendent Lewandowski presented a brief overview to the Board on "What Board Members Should Know About Care & Treatment Programs," explaining the increasing demand to provide education on behalf of our member districts to students who reside in residential Care and Treatment facilities.

## **8. ADMINISTRATIVE SERVICE REPORTS**

### **Financial Report - None**

#### **Facilities Report**

Board Facility Committee Chair Robb provided a brief overview on recent work done by the facilities committee and highlighted key dates for Board decision-making with respect to building a North Education Center. Tom Shultz, Director of Facilities and Janet Johnson, Director of Finance, briefly gave an overview of the 15 bid proposals and reported that the TSP budget projections were spot on. Janet briefly addressed the need for additional financing for NEC. The Board commended the work that has been done on behalf of District 287. Facility Committee Chair Robb presented the recommendation of the Board facilities committee to approve the construction of a 3rd floor at North Education Center (NEC). *Motion by Don Draayer, seconded by Michèle Kunz, to approve the construction of a 3rd floor at North Education Center (NEC) as presented. All in favor. Motion carried unanimously.*

Don Draayer expressed his appreciation to the Board for providing students a new building, stating, "We can now put ALL of our students in facilities that are up-to-par, and I feel really, really good about that." Superintendent Lewandowski also expressed her appreciation to the Board, stating "There have been months of study on your part, and you were diligent in your oversight responsibility. The vision of the long term Board facility committee has been met."

### **Human Resources Report – None**

## **9. BOARD BUSINESS**

### **Policy Review & Revision - None**

#### **Chair Report**

Board member Johnson presented an overview to the Board on the Superintendent Evaluation Procedure the procedure was presented as a first read.

Laura Keller-Gautsch, Executive Director of Special Education, Student & Support Services, announced to the Board the upcoming Special Education Parent Advisory Council (SEPAC) meetings.

Chad Maxa, Director of Information and Technology briefly discussed the application call iBooks vs. GoodReader.

#### **AMSD Report**

Board member Robb reported to the Board on the AMSD meeting.

### **Once Around the Table**

## **10. ADJOURNMENT**

*Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 7:54 PM.*

The next general meeting will be held on February 24, 2011, at 6:30 PM in the DSC Board Room.

Submitted by  
Wauneen Mgeni  
Secretary to the Board

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

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

**ROUTINE HUMAN RESOURCES ACTIVITIES FOR THE INTERMEDIATE DISTRICT 287  
SCHOOL BOARD – February 24, 2011**

**LICENSED STAFF**

**1. New Hires:**

**A. Regular**

- LUKE B. CARLSON, Reading Instructor at South Education Center, **additional position due to increased enrollment**, effective January 31, 2011, BA, Step 7 – 1.0 FTE.
- KELLY E. HEITZ, Arabic Instructor at Wayzata High School, **refill for F. Lemtouni**, effective January 18, 2011, BA, Step 1 - .4 FTE.

**B. Reinstatement of Licensure Waivers**

- 

**Reinstatement**

- 

**C. Temporary:**

- DAVID BRODEK, Social Studies Instructor at South Education Center effective January 31, 2011 through June 13, 2011.
- KAREN A. COLE, Substitute Art Instructor at Hennepin County Home School effective February 1, 2011 through February 18, 2011.
- ALICIA L. JENSEN, School Counselor at Omegon effective December 1, 2010 through February 1, 2011.
- MATTHEW A. SABIN, Industrial Arts Instructor at Hennepin County Home School effective September 30, 2010 through June 13, 2011.
- LARRY A. SIMENSON, Food Service Assistant Instructor at Eden Prairie Campus effective January 31, 2011 through June 10, 2011.

**D. Substitutes**

- 

**2. Extended Leaves of Absence:**

**A. Unpaid**

-

3. **Separations:**

A. **Dismissal**

- 

B. **Resignation**

- 

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

- HUI, MARLENE K., DCD Instructor at South Education Center, effective June 13, 2011.
- MARY CHRISTINE HUNSBURGER, Instructor DHH at the District Service Center, effective June 30, 2011.
- KETTLER, KAREN M., Speech Language Pathologist at the District Service Center, effective June 9, 2011.
- McATEE, LARRY G., Purchasing Manager at the District Service Center, effective May 6, 2011.
- LYNN M. SCHERFENBERG, Physical Therapist at the District Service Center, effective June 13, 2011.
- SIELAFF-DAUM, JEANNE E., DHH Instructor at the District Service Center, effective June 13, 2011.
- STEENHOEK, ROBERT E., EBD Instructor at South Education Center, effective June 13, 2011.

4. **Other:**

A.

**NON-LICENSED STAFF:**

1. **New Hires:**

A. **Regular**

- OSCAR ECHANDI, Education Assistant at Sandburg Education Center, **additional position due to increased enrollment**, effective January 20, 2011 Step 5 Lane 5 +BA – .875 FTE.

B. **Temporary**

- VIRGINIA DAVIS, AVID TUTOR at South Education Center, effective January 31, 2011 through June 13, 2011.

- MATTHEW GARCIA, AVID TUTOR at South Education Center, effective January 31, 2011 through June 13, 2011.

**C. Substitutes**

- Ronnie Henderson
- Kayla Strait

**2. Extended Leaves of Absence:**

**A. Unpaid**

- 

**3. Separations:**

**A. Dismissal**

- DARNELL PEARSON, Education Assistant at Sandburg Education Center, effective January 26, 2011.
- TAMARA C ANDERSON, Education Assistant at Sandburg Education Center, effective February 14, 2011.
- RUSSELL GARY, Education Assistant at Bren Road Education Center, effective February 3, 2011.

**B. Resignation**

- RACHEL ARTH, Interpreter at Various Sites, effective December 31, 2010.

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

- 

**4. Other:**

- A.** RECOMMEND the Board's approval to credit, Sara Boulger, Education Assistant at Bren Road Education Center, with four (4) days of additional sick leave. These days have been donated by the staff members listed below who have authorized the District to reduce their individual sick leave balance by one (1) day.

Robin Thomas	Ruth Wilson	Ann Bukoskey	Terry Haggar
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- B.** RECOMMEND the Board's approval to credit, Johnnie Gurley, Education Assistant at Bren Road Education Center, with four (4) days of additional sick leave. These days have been donated by the staff members listed below who have authorized the District to reduce their individual sick leave balance by one (1) day.

Robin Thomas	Ruth Wilson	Ann Bukoskey	Terry Haggar
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# Intermediate District 287

## *Responsive. Innovative. Solutions*

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### INTER-OFFICE MEMORANDUM

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DATE: February 24, 2011

TO: Sandra Lewandowski, Superintendent

FROM: Janet A. Johnson, Director of Finance

**RE: Recommendation for Board Acceptance of the Health Careers Promotion Grant 2011 from the Minnesota Department of Health.**

District 287 has been awarded \$7,185.00 from the Minnesota Department of Health for the Health Careers Promotion Grant. The C-Train program located at the South Education Center will use these funds to develop and implement a medical careers exploration class, purchase curriculum materials, and provide funds for field trips. This exploration class will provide students an opportunity to learn about the variety of health careers as well as master medical terminology which results in students earning college credit. The funding period for this grant is January 1, 2011 – December 31, 2011.

# **PROCLAMATION**

*In recognition for the Service of Board Members  
Ann Bremer, Arlene Bush, Carol Bomben, Don Draayer,  
Dean Henke, Linda Johnson, Michèle Kunz, Carter Peterson,  
Peyton Robb, Laura Ronbeck, Nancy Rowley, Pam Rykken  
and Greg Thielsen  
from Intermediate District 287*

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

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

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

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

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

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

***THEREFORE, I**, Sandra Lewandowski, do hereby declare my appreciation to the members of the Intermediate District 287 School Board and proclaim the week of February 21-25, 2011, as **SCHOOL BOARD RECOGNITION WEEK**. I urge all citizens to join me in recognizing the dedication and hard work of local school board members. Furthermore, I urge all citizens to work with the board to build an education system that meets the needs of both today's and tomorrow's children.*

***IN OFFICIAL RECOGNITION WHEREOF**, I hereby affix my signature this 24 day of February 2011.*



*Sandra Lewandowski, Superintendent*

*February 24, 2011*

*Date*

# School Board Recognition Week

## CERTIFICATE OF APPRECIATION

AWARDED TO

### INTERMEDIATE DISTRICT 287 SCHOOL BOARD

for dedicated leadership in public education and  
continuing service to the children of this community.

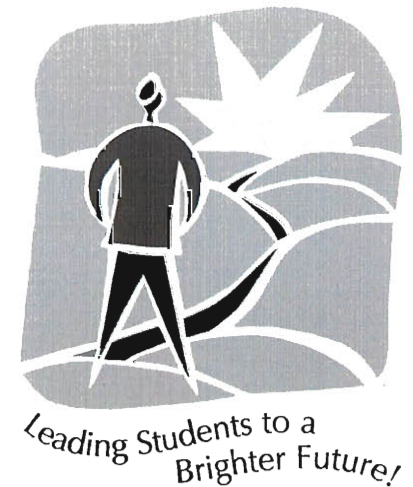
FEBRUARY 21-25, 2011

*Sandi Lundquist*

Superintendent

**Intermediate District 287**

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# Intermediate District 287

## *Responsive. Innovative. Solutions*

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### INTER-OFFICE MEMORANDUM

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DATE: February 17, 2011

TO: Sandy Lewandowski, Superintendent

FROM: Jane Holmberg, Executive Director of Teaching and Learning

RE: **District Planning Numbers for Participation in 2011-2012 Teaching and Learning Programs**

My review of district planning information we have received to date for the Teaching and Learning programs reveals the following:

- The Area Learning Center planning is stable from this year. There is anticipated growth in the ALC Plus program that is not reflected in the planning because Hennepin County refers students rather than member districts. We expect to enroll at least 60 students by year end and information from Hennepin County suggests we should be prepared to serve at least 70 average daily membership (ADM) next year. The ALC Plus students are integrated into the academic programming of other onsite Area Learning Center programs. Therefore, staffing cuts otherwise needed to address overall budget targets may be mitigated by anticipated increased enrollment.
- The Career and Technical Education planning is showing significant growth in special education students (nearly 30 ADMs that translates to nearly 90 students) above our current numbers this year. General education ADMs are anticipated to increase by only a few. We would expect to staff below this projection given a several year trend of at least 20 ADM higher projections than actual enrollments.
- The Honors Mentor Connection planning is slightly above current numbers, which reverses a several year trend, and we would expect to staff accordingly.
- The World Language planning reveals overall stability, with American Sign Language, Chinese, Arabic, and Japanese all projecting within one or two sections of current enrollment. We will staff accordingly for each language.
- The Northern Star Online planning is stable; however, trend lines suggest continued growth in online learning. NSO staffing is coordinated with the member districts and is flexible because it is most often done as temporary hires.

It should also be noted that several Teaching and Learning programs enrollments are dependent on high school registration. Because most districts do not have registration information until the end of February, we allow districts to adjust these numbers based on actual enrollment as late as March 1.

# Intermediate District 287

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## M E M O R A N D U M

Date: February 22, 2011

To: Sandy Lewandowski

From: Laura Keller-Gautsch, Executive Director of Special Education

Re: **District Planning Numbers for Participation in 2011-2012 Special Education Programs, Care and Treatment Programs and Itinerant Services**

My review of the district planning information that we have received to date in the Special Education Programs, Care and Treatment Programs and Itinerant Services reveals the following:

- The 2011-2012 planning numbers for special education programs are significantly higher as compared to the planning numbers at this time last year.
- The planning numbers reflect consistent participation in all of the programs in special education including E/BD, transition and customized programs.
- The 2011-2012 planning numbers for special education are approximately 5 ADMs less than the current ADMs as of 2/16/11. Since districts have a tendency to project low and only include those students that they are certain will attend at the time planning submissions are due, we can expect these numbers to increase during the final months of the school year. This trend of spring referrals has been consistent over the past several years.
- Staffing for the fall will be conservative and be determined by actual enrollment. Students that have been referred to District 287 throughout the spring will continue to impact staffing as referrals are received.
- Itinerant Services is planning for a reduction in days of service. This reduction of days will decrease the number of staff working in the Itinerant area. The service areas that will be impacted include Educational Audiology, Speech Pathology, Physical Therapy and Educational Interpreters. This reduction is due to decisions to withdraw services and provide them on their own.
- The district may be providing the educational services to several new Care and Treatment programs at the request of member districts. This may result in an increase of 60-80 ADMs. Inquiries from other mental health agencies suggest even more growth in this area.

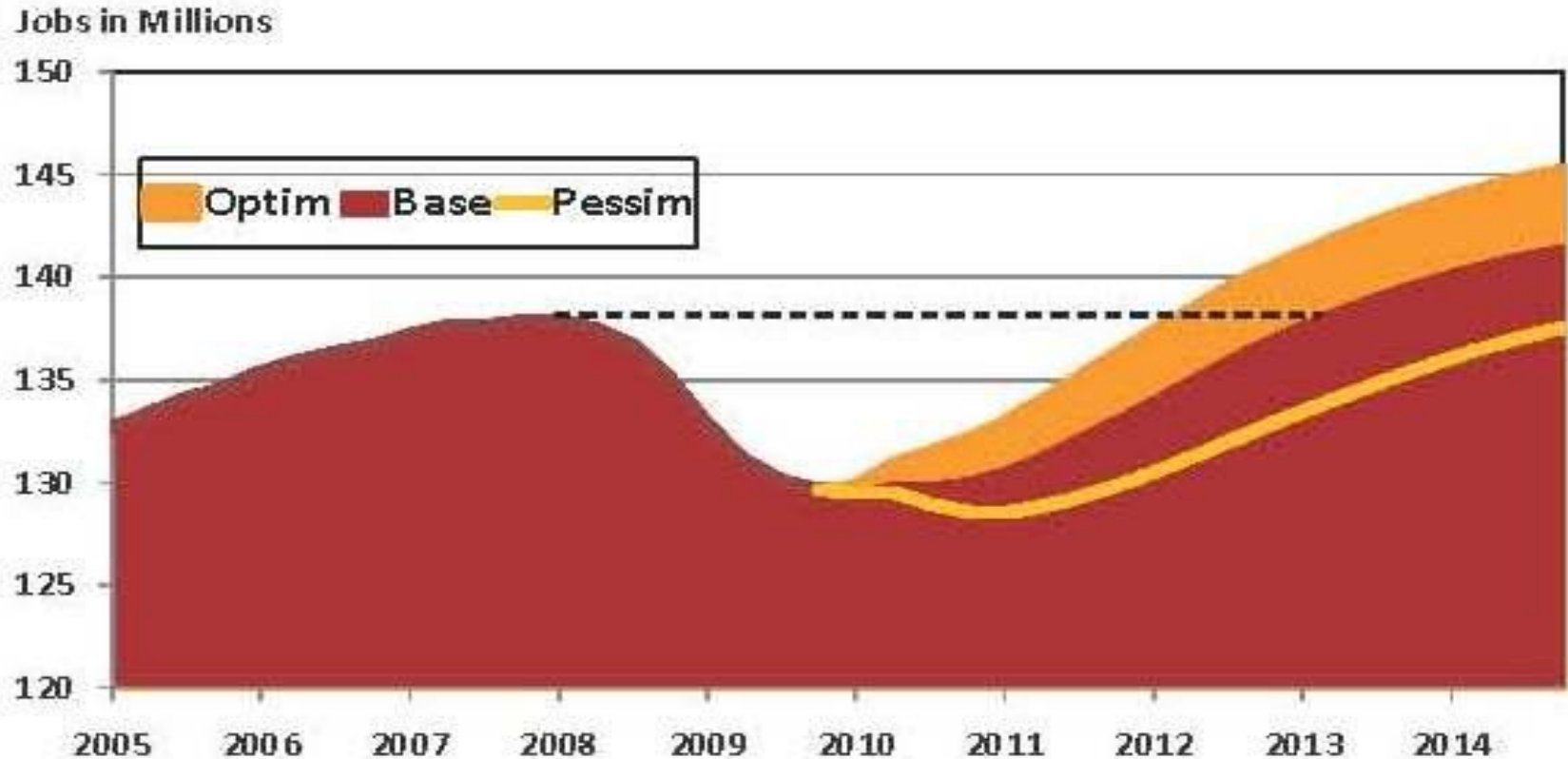
**Sandy's Program Visit Schedule  
Winter 2011**

<b>Tuesday February 1st 7:30 AM</b>	<b>Wednesday February 2nd 2:35 PM</b>	<b>Thursday February 3rd 7:45 AM</b>	<b>Thursday February 3rd 2:30 PM</b>	<b>Monday February 7th 8:00 AM</b>	<b>Wednesday February 9th 2:00 PM</b>	<b>Tuesday February 15th 2:40 PM</b>
<p><b>Edgewood</b> for X-Track</p> <p><i>Tech: Joe B.</i></p>	<p><b>NW Tech Center</b> for Vector North</p> <p>InVEST</p> <p>North Vista</p> <p>Venture</p> <p>*HTC North</p> <p>*Epsilon</p> <p>*Omegon</p> <p><i>Tech: Joe B.</i></p>	<p><b>Bren Road</b> for Shady Oak (PCA &amp; CWA)</p> <p>*City West</p> <p>*HTC South</p> <p><i>Tech: Will W.</i></p>	<p><b>SEC</b></p> <p>* HTC South</p> <p>*Epsilon</p> <p>*Omegon</p> <p><i>Tech: Josiah R.</i></p>	<p><b>NEC @ Sandburg</b></p> <p><i>Tech: Sam S.</i></p>	<p><b>DSC</b> Room 318 for Itinerant</p> <p>DSC Staff</p> <p><i>Tech: Help Desk</i></p>	<p><b>North Vista</b></p> <p><i>Tech: Joe B.</i></p>

# **Minnesota Demographics And The New Normal**

Tom Gillaspy, State Demographer  
MN Dept of Administration  
October 2010

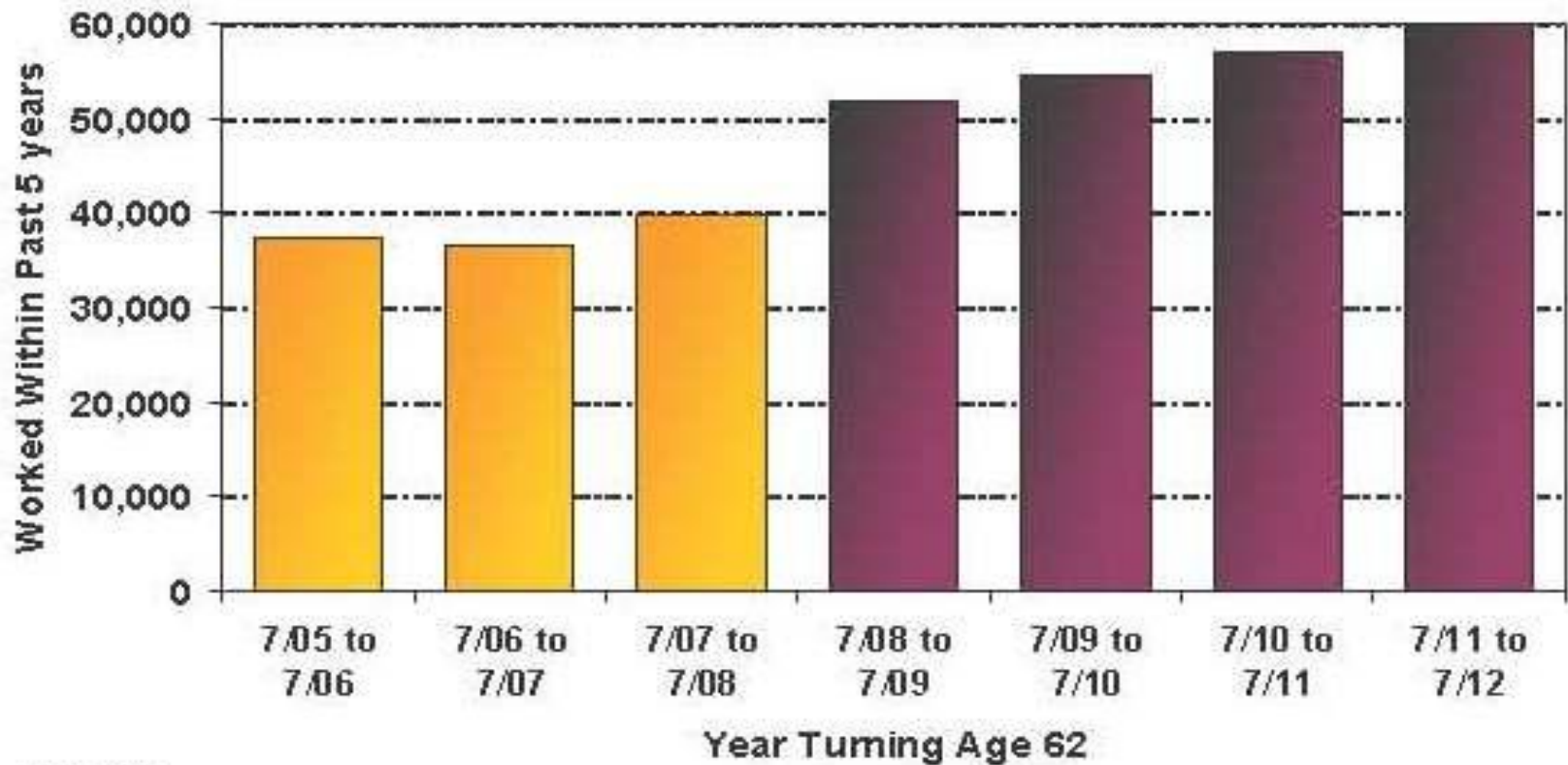
# U.S. Employment Not Expected to Return to Pre-Recession High Until Spring 2013



# The Economic/Demographic Environment Has Changed for as Far as We Can Forecast

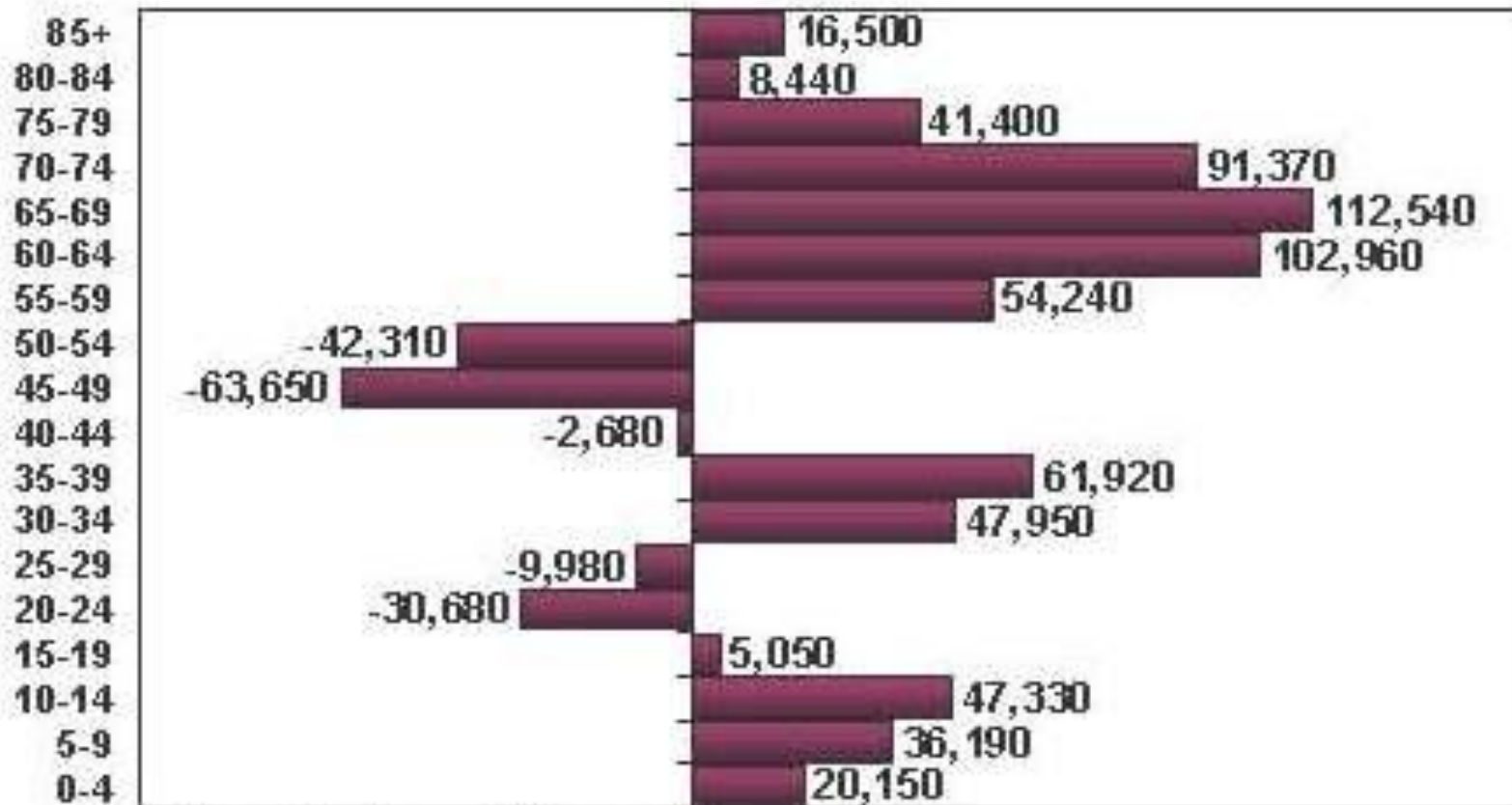
- ✘ Short run economic cycle has merged with long run demographic cycle
- ✘ We have entered the Age of Entitlement – economic growth in the next 25 years will be slower than what it was in the past 25.
- ✘ This is a national issue.

# Minnesota Will See a 30 Percent Jump in Workers Turning Age 62 Beginning 2008



2005 ACS

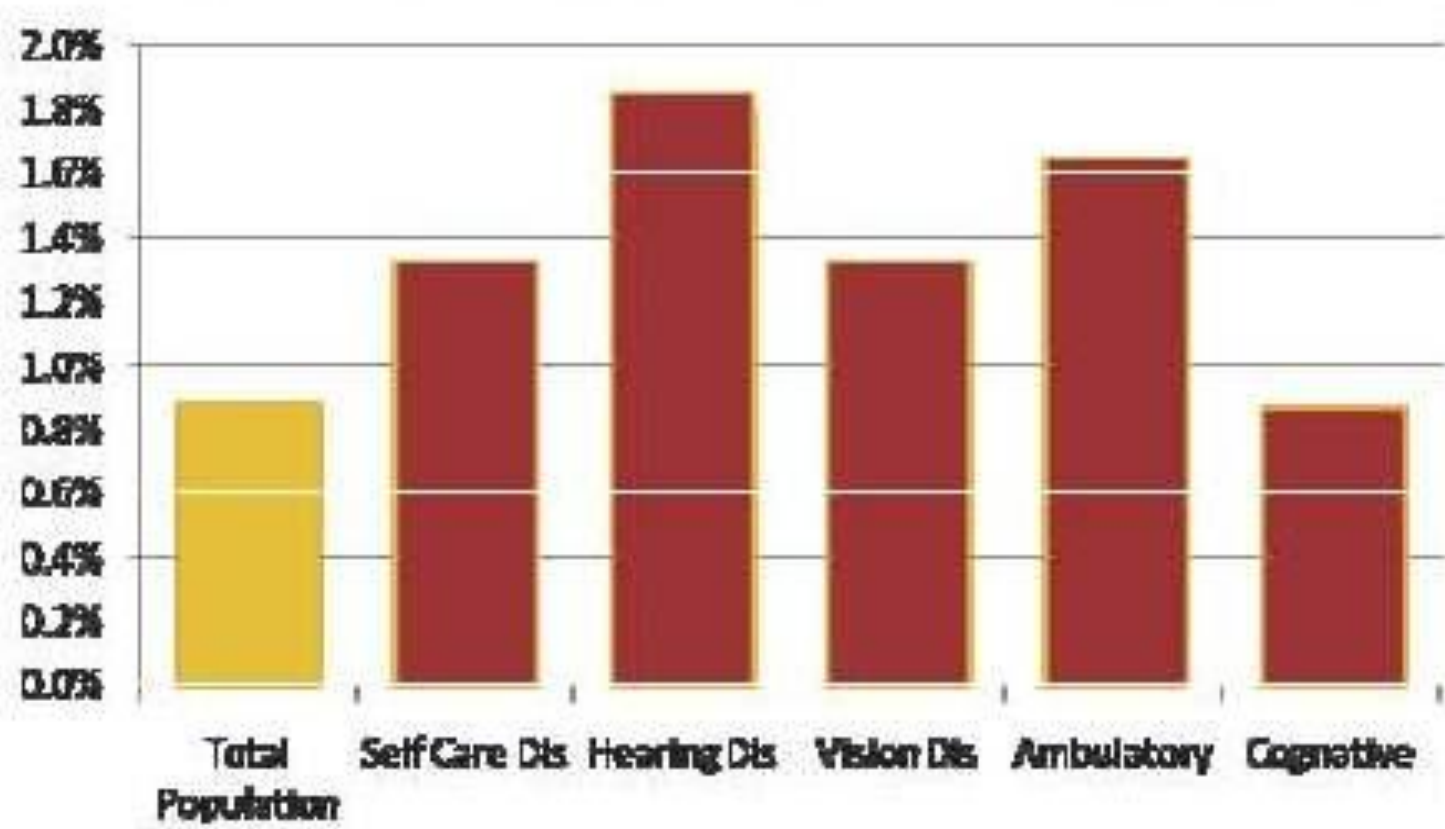
# From 2010 to 2020, Minnesota Will See Large Increases Age 50s and 60s



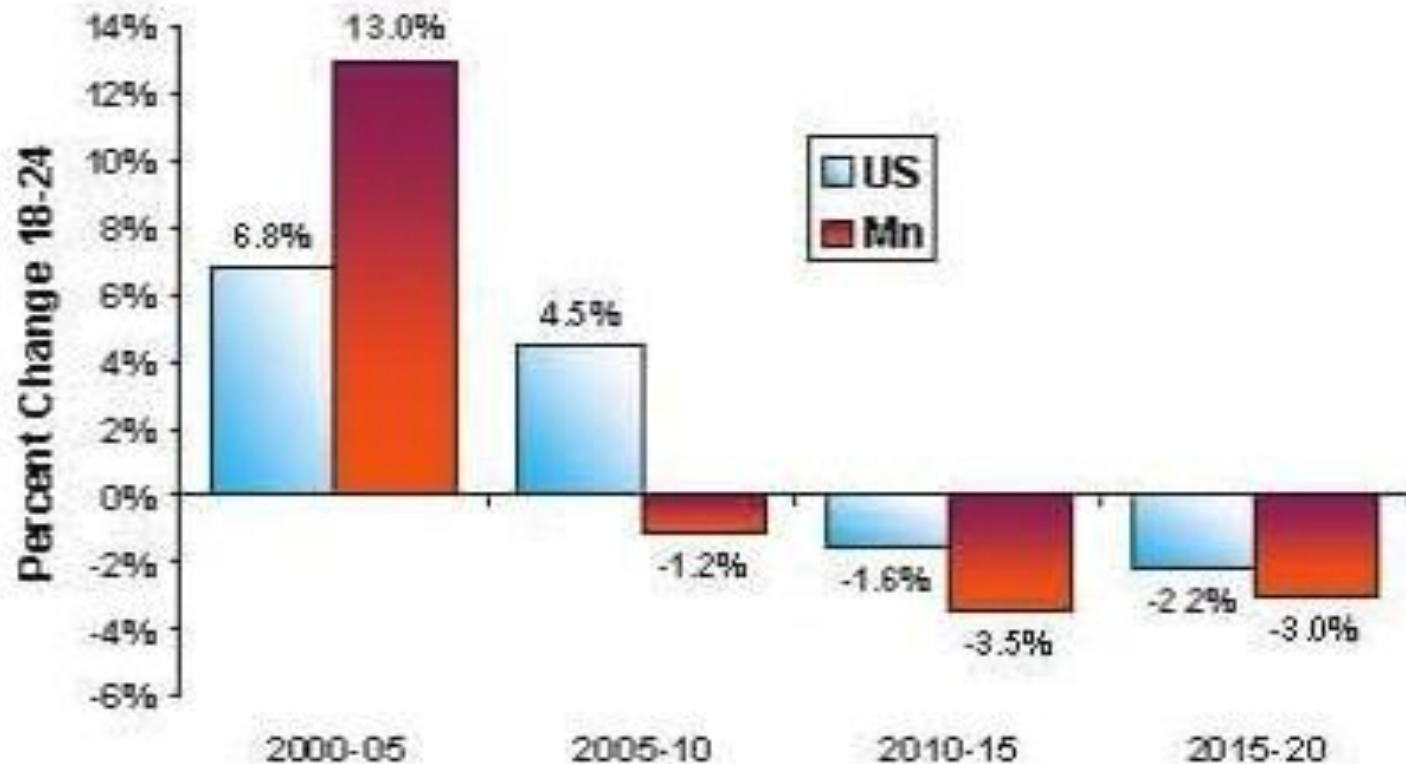
Source: Minnesota State Demographic Center, nov 2007

Numbers are rounded

# Projected Average Annual Growth 2010-2020 In selected Disabilities--Minnesota

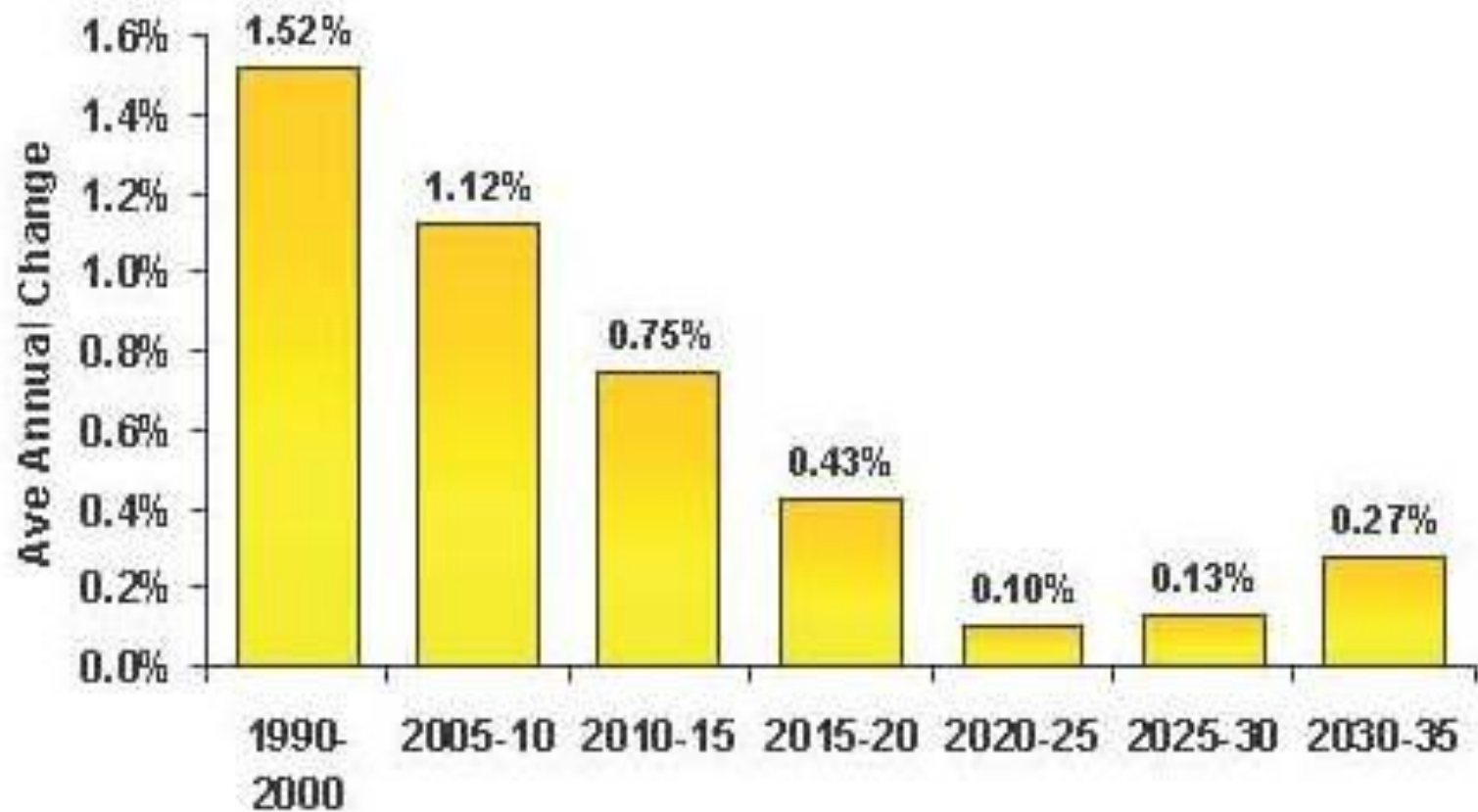


# Competition For Future College Students Will Increase



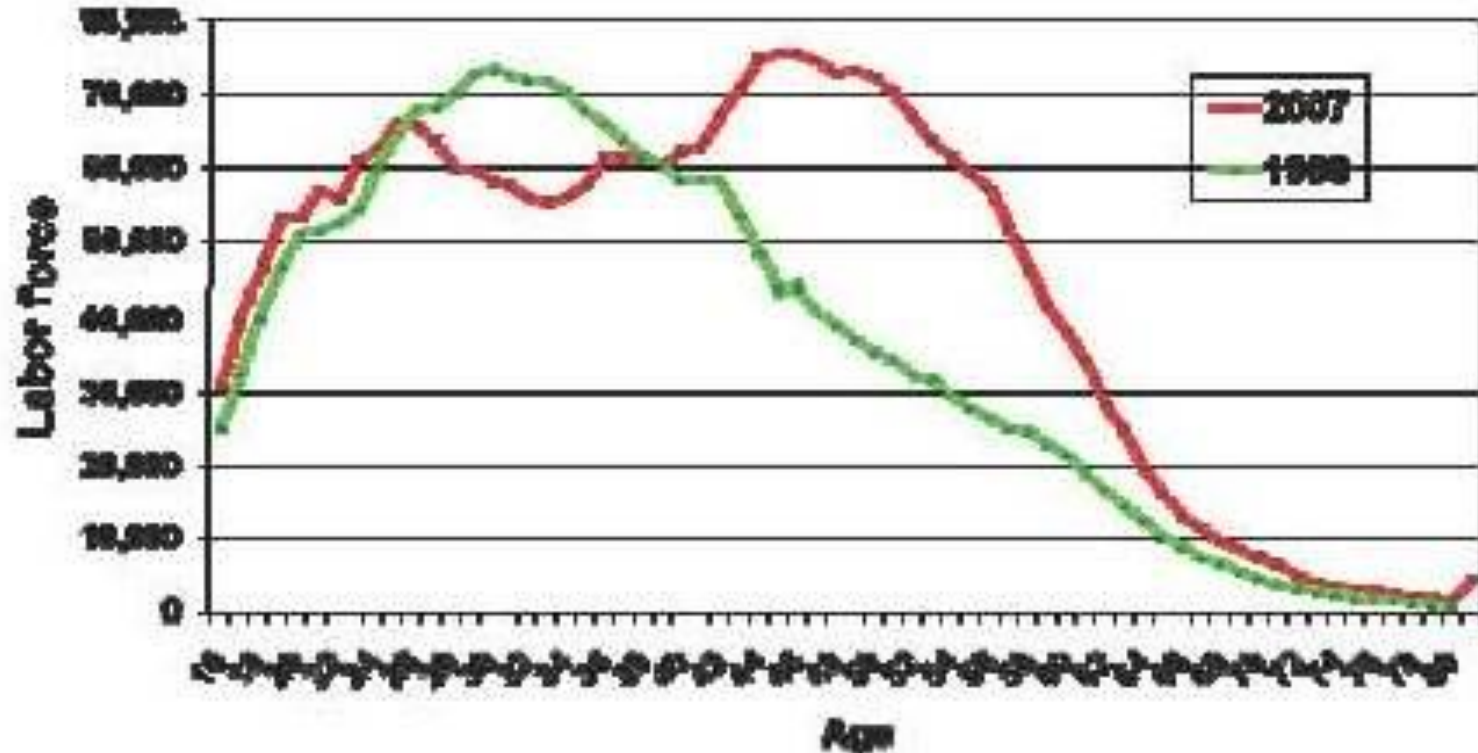
Census Bureau US Proj, Mn State Demographer revised 2007. The 18 year old population, both Minnesota & nationally are projected to decline starting 2009.

# Labor Force Growth Is About To Slow Sharply



# Minnesota Labor Force Growth Is Aging

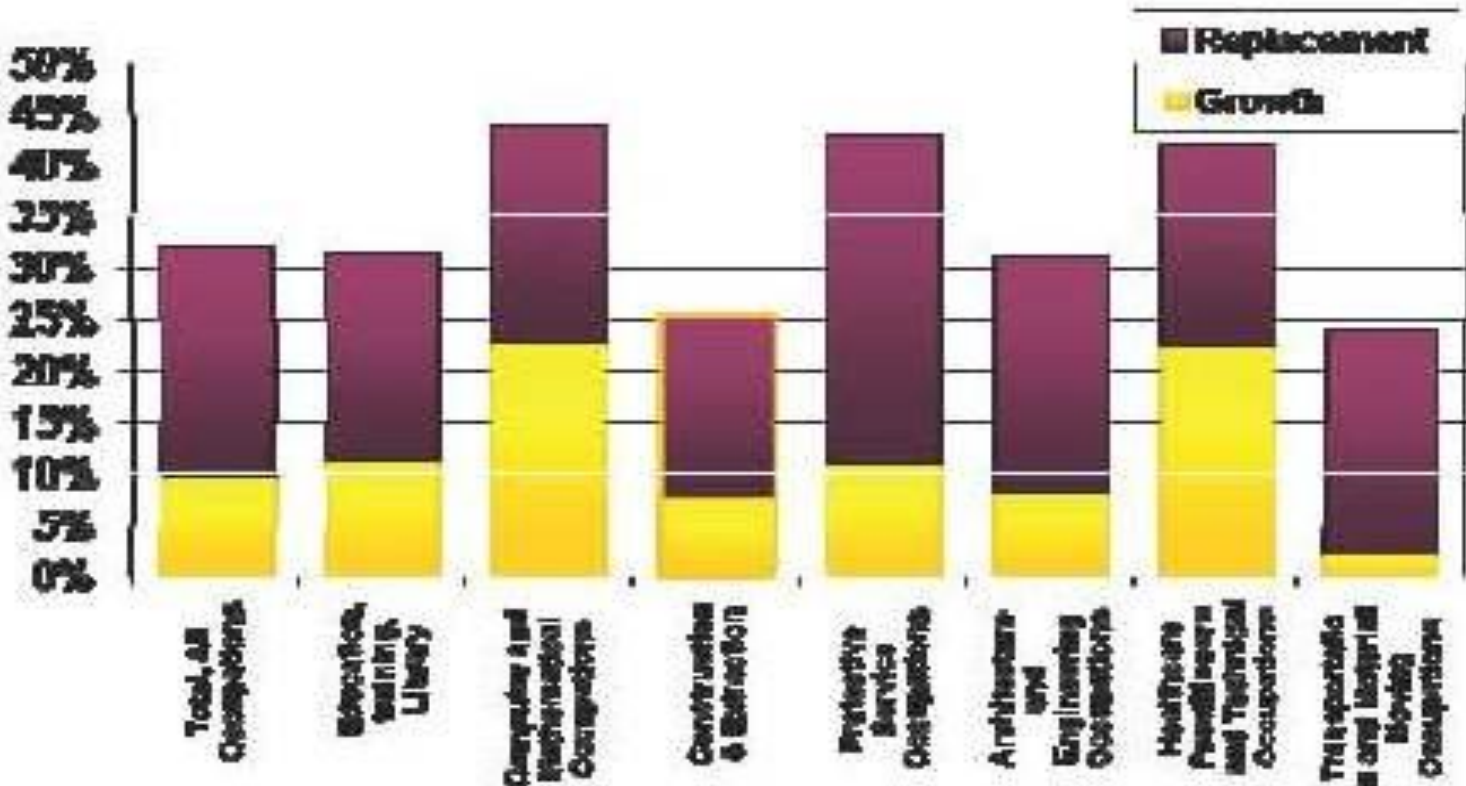
In 1990, the peak was 30, in 2007 it was 46



1990, 2007 ACS, smoothed 3 year averages

# For Many Occupations, Replacements Will Outnumber New Job Growth

Projected Openings In Minnesota Occupations 2006-16



DEED projections. Percent of 2006 level

# Minnesota Faces a Fiscal Trap

1. The issue is a long run, structural one – short run solutions will not solve the problem
2. Trend growth alone will not be sufficient. Fundamental changes are necessary.
3. Revenue growth will slow. Efforts to increase it will be met with resistance
4. Spending pressures will increase driven largely by issues of aging and health
5. State spending will shift its focus from education, infrastructure and higher education to care and support of the aging

The Old Normal  
+ The Great Recession  
+ Long Run Demographic Changes  
= The New Normal

## The “New Normal” Probably Means

- Slower economic growth
- Higher interest rates
- Chronic government deficits & cuts in service
- Worries about how to pay for past promises
- Creative destruction/disruptive innovation will change the way we deliver services
- More uncertainty about the future
- A whole new set of opportunities

# Grieving For The “Old Normal”

- **Denial** – “This is not happening.” “Just wait, things will return to normal.”
- **Anger** – “Who is to blame?” Rage and gridlock rule and anyone who symbolizes life, energy, progress, success, happiness, etc. is treated with resentment and mistrust.
- **Bargaining** – “I’ll change if this just goes away.” Somehow, we can get back to the old normal if we just return to good, ole fashioned (conservative/liberal) values.
- **Depression (emotional, not economic)** – “What’s the point in trying?” “We are all doomed anyway.” The certainty/finality of events is finally recognized.
- **Acceptance** – “It’s going to be okay.” Looking for opportunities begins.

# But Why Fear The New Normal? It Plays To Our Strengths!

- Future economic growth will depend increasingly on increasing productivity and less on labor force size
- Education has been the key to Minnesota's productivity and prosperity
- Future productivity increases will depend on decisions and the investments we make now
- *Public Sector Productivity Growth will Be Essential*

## The Fiscal Catch-22

- ➡ If we don't make the necessary public investments in human capital, research and infrastructure, then we won't have the productivity gains need to provide the resources to make those investments in the future and pay for the promises we have made.

**“I skate to where the puck will be,  
not to where it has been.”**

**Wayne Gretzky**

**Hockey Great**

*Minnesota*  
**Department**  
*of* **Education**

February 18, 2011

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

Dear Superintendent Lewandowski,

This notice is a follow up to the phone conversation you had with Frank Kaduk or Anne Sheridan on Thursday, December 16, 2010 regarding the allocation of Ed Tech ARRA enhancement funds. The determination for this funding process was completed using a rubric based on 11 specific criteria that covered the areas of program completion, program effectiveness, evaluation and sustainability. Particular interest was given to criteria pertaining to: goals and objectives, program integration, curriculum integration and professional development as delineated in the original grant assurances.

Based upon your approved revised workplan and budget narrative, MDE is granting Intermediate District 287, \$68,500 to enhance your current Ed Tech ARRA grant activities. You will be receiving an amended OGAN for your Ed Tech ARRA grant from MDE within the next few days. Please note that the assurances in your original ARRA OGAN will remain in effect and the monies must be spent by **June 30, 2011**. The grant assurance of spending 25 percent of the funding on professional development remains in effect for these funds.

If you have any questions, please contact:

- Anne Sheridan, [anne.sheridan@state.mn.us](mailto:anne.sheridan@state.mn.us)
- Frank Kaduk, [frank.kaduk@state.mn.us](mailto:frank.kaduk@state.mn.us)

Thank you,

Steve Dobb,  
Acting Director, School Improvement

# ALC Plus

An alternative learning center program for building student attendance and achievement, and increasing graduation rates.

Intermediate District  
287  
1820 Xenium Lane  
North  
Plymouth, MN 55441

## What is ALC Plus?

ALC Plus programs serve students who are eligible for Area Learning Center enrollment and are receiving Hennepin County Services. Students are served in small, safe educational settings with counseling and care coordination support. ALC Plus is a collaborative educational program supported by Hennepin County Human Services and Public Health Department, Intermediate District 287, and its 13 Member Districts.

## What are the education program options?

Students referred and enrolled in the ALC Plus Program will receive full time educational programming with after school and summer school learning opportunities. Educational support may include: core curriculum; MN GRAD STANDARDS; credit recovery; online learning opportunities; career and technical education; curriculum designed to fill educational gaps; and Special Education Services, as needed.

## What are the unique student support services?

**SYSTEM NAVIGATOR:** Each student is assigned a System Navigator who begins by assessing educational needs and investigating options. Navigator responsibilities also include tracking daily attendance, making home visits, and providing on-site student support. The Navigator is the liaison between the student, Hennepin County, family, social worker and the educational team.

**CHEMICAL HEALTH SUPPORT:** Students involved in substance abuse will receive counseling from a Licensed Alcohol and Drug Counselor.

**MENTAL HEALTH SUPPORT:** Eligible students who may benefit from assessment, diagnosis, and ongoing counseling will have on-site access to a licensed mental health professional.

**BEHAVIOR SUPPORT:** Students who need to learn strategies for social and emotional regulation will receive on-site support from an educational assistant.

**TRANSPORTATION:** There are resources available for students who need travel assistance.

## Who can refer a potential student?

Many of the students are referred to ALC Plus by their home school district, county social workers and probation officers.

### Current Enrollment

#### Grade Levels

8<sup>th</sup> & 9<sup>th</sup>

10<sup>th</sup> & 11<sup>th</sup>

12<sup>th</sup>

72

### Snapshots of Student Information

8

52

12

#### Unique Learning Needs

IEPs due to disability

Require interpreter

Previous mental health services

ELL (English Language Learners)

Past Expulsions

32

4

6

3

2

District 287 data source: 2/2011

## Two Locations:

Edgewood Education Center  
6601 Xylon Avenue North  
Brooklyn Park, MN 55428

South Education Center  
7450 Penn Avenue South  
Richfield, MN 55423

## Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

## M E M O R A N D U M

Date: February 18<sup>th</sup>, 2011

To: Sandy Lewandowski, Superintendent

From: Laura Keller-Gautsch, Executive Director of Special Education and Janet Johnson, Director of Finance

**Re: What Board Members Should Know about Intermediate District 287's Transition Programs**

Intermediate District 287 has been providing transition services to students for over 35 years. During this time, the District has been recognized for providing comprehensive, outcome based services for students with all types of disabilities and varying degrees of special education needs.

### **Program Facts:**

- District 287 currently provides transition services to over 270 students. This enrollment has remained stable over the past five years ranging from 264 in 2005 to 271 in 2011.
- District 287 has 8 transition program options for students ages 18-21. These options provide highly customized programming based on a student's disability (Ex. Autism, mental health issues, deaf/hard of hearing, learning disabilities).
- Other districts, including the other intermediates, combine most transition age students into one or two programs. This is due to a smaller critical mass of students. This may result in less customized programming.
- District 287 provides the only regional program for Deaf/Hard of Hearing students and has an ongoing partnership with the Department of Employment and Economic Development to provide financial support for sign language interpreters and other specialized staff trained in deaf education.
- District 287 serves transition students from 33 non-member districts, including 20 students from Minneapolis.
- 43% of the students in District 287 transition programs are referred by districts that have their own programs. Many districts continue to rely on District 287 to serve their low incidence and most complex students.
- 85% of students graduating from the VECTOR (Deaf/hard of Hearing) program are employed and/or attending post secondary.
- A 2007 Transition study conducted by the University of Minnesota determined that:
  - Transition programs without a critical mass (fewer than 35 students) have difficulty meeting the individual needs of students.
  - There is no data to show that students stay in their community after graduation.

### **Fiscal Facts**

- District 287 transition programs compare favorably in cost to the other Intermediates especially since the 287 program includes a strong work experience coordination component.
- Work Experience Coordination has a separate state funding category called Transition Disabled. The cost of providing these services does not become part of the Special Education Uniform Tuition Billing System and is invoiced separately by District 287.
- Students in programs incorporating Transition Disabled services often require mid-day transportation to job sites. This cost is also invoiced to the student's resident district.

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

Regular Meeting – February 24, 2011

AGENDA SECTION: ADMINISTRATIVE SERVICES REPORTS

ITEM: Approval of Routine Monthly Finance Report

PRESENTED BY: Janet A. Johnson, Director of Finance

**1. Background Information**

The January Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds totals \$40,204,414, or 53.1% 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 to 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 \$37,864,577, or 51.4% of the Adopted Expenditure Budget of \$73,704,473. This includes the September 2010 purchase of the Hosterman land for \$1,132,399.50.

The FY10 year-end numbers are final audited amounts.

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: \_\_\_\_\_

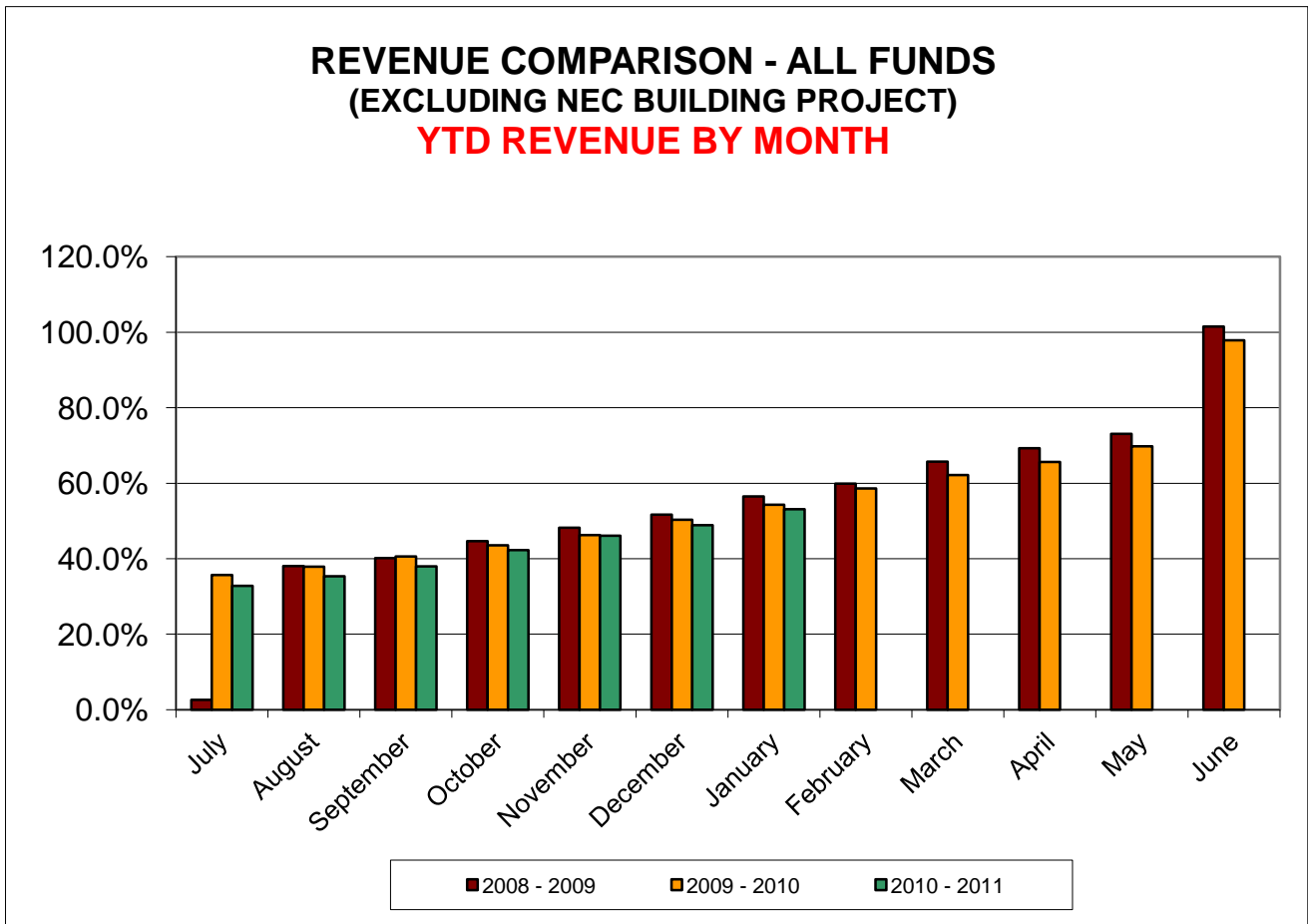
**The mission of Intermediate District 287 is to be the premier provider of innovative specialized services to ensure that each member district can meet the unique learning needs of its students.**



# DISTRICT 287

## REVENUE COMPARISON - ALL FUNDS EXCLUDING NEC BUILDING PROJECT

Month	2008 - 2009		2009 - 2010		2010 - 2011	
	\$	%	\$	%	\$	%
	Amount	of Budget	Amount	of Budget	Amount	of Budget
July	1,848,739	2.6%	26,328,904	35.7%	24,850,317	32.8%
August	25,269,197	38.1%	1,643,203	37.9%	1,917,864	35.4%
September	1,488,574	40.2%	1,997,224	40.6%	1,976,441	38.0%
October	3,156,289	44.6%	2,207,558	43.6%	3,267,074	42.3%
November	2,534,489	48.2%	1,982,827	46.3%	2,880,502	46.1%
December	2,467,467	51.6%	3,006,224	50.3%	2,114,810	48.9%
January	3,455,875	56.5%	2,910,074	54.3%	3,197,405	53.1%
February	2,420,448	59.9%	3,203,938	58.6%		
March	4,158,279	65.7%	2,630,766	62.2%		
April	2,528,874	69.3%	2,518,014	65.6%		
May	2,695,389	73.1%	3,090,652	69.8%		
June	20,246,471	101.5%	20,735,897	97.9%		
<b>TOTAL</b>	<b>72,270,091</b>	<b>101.5%</b>	<b>72,255,282</b>	<b>97.9%</b>	<b>40,204,414</b>	<b>53.1%</b>
<b>BUDGET</b>	<b>71,203,550</b>		<b>73,818,687</b>		<b>75,670,471</b>	





# DISTRICT 287

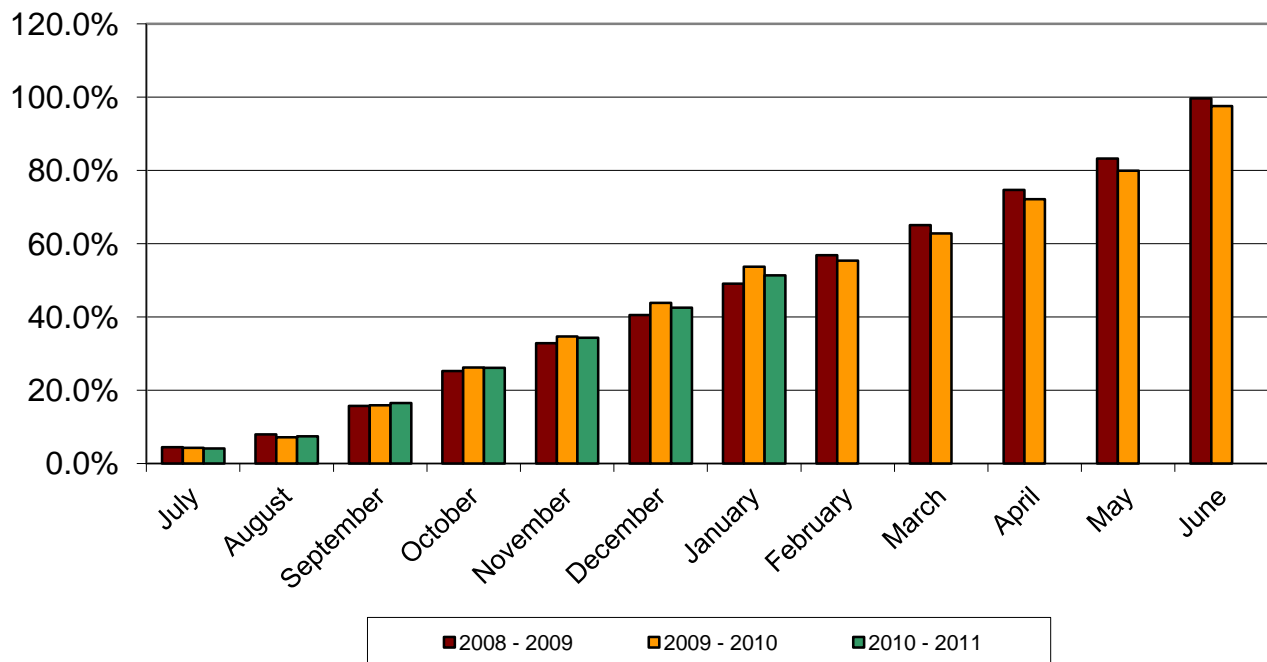
## EXPENDITURE COMPARISON - ALL FUNDS EXCLUDING NEC BUILDING PROJECT

Month	2008 - 2009		2009 - 2010		2010 - 2011	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	3,131,464	4.5%	3,100,407	4.3%	2,997,044	4.1%
August	2,428,763	7.9%	2,090,194	7.1%	2,470,164	7.4%
September	5,457,295	15.7%	6,381,272	15.9%	6,695,052	16.5% **
October	6,728,518	25.3%	7,468,578	26.1%	7,071,964	26.1%
November	5,330,730	32.8%	6,212,868	34.7%	6,026,323	34.3%
December	5,361,530	40.5%	6,626,034	43.8%	6,049,172	42.5%
January	6,044,579	49.1%	7,212,163	53.7%	6,554,858	51.4%
February	5,459,050	56.8%	1,226,463	55.4% *		
March	5,770,557	65.1%	5,379,804	62.8%		
April	6,755,660	74.7%	6,840,093	72.1%		
May	6,017,108	83.2%	5,634,133	79.9%		
June	11,546,096	99.7%	12,871,609	97.6%		
<b>TOTAL</b>	<b>70,031,350</b>	<b>99.7%</b>	<b>71,043,619</b>	<b>97.6%</b>	<b>37,864,577</b>	<b>51.4%</b>
<b>BUDGET</b>	<b>70,271,671</b>		<b>72,817,617</b>		<b>73,704,473</b>	

\* Insurance Costing correction from 7/1/08-2/28/09

\*\* Includes \$1,132,399.50 payment for purchase of Hosterman land

### EXPENDITURE COMPARISON - ALL FUNDS (EXCLUDING NEC BUILDING PROJECT) YTD EXPENDITURES BY MONTH



# INTERMEDIATE DISTRICT 287

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*Partner in Education*

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DATE: **February 18, 2011**

TO: Members of the School Board

FROM: Janet A. Johnson, Director of Finance

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

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

- |   |                                 |
|---|---------------------------------|
| 1. Claim payments for: <b>January 2011</b>  | Totaling <u>\$ 4,297,585.77</u> |
| a) Check #'s <b>481484 - 481873, 70007700 - 70007897</b><br>and Electronic Wire Transfers out - #'s <b>2206 - 2213, 80000109 - 80000121</b> |                                 |
| 2. Payroll for: January 2011  | Totaling <u>\$ 2,294,859.92</u> |
| a) Check #'s <b>675284 - 675298</b><br>b) Direct Deposit #'s <b>182598 - 184384</b>   |                                 |
| 3. Receipts for: January 2011   | Totaling <u>\$ 4,792,180.67</u> |
| a) Receipt #'s <b>127880 - 128046</b><br>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

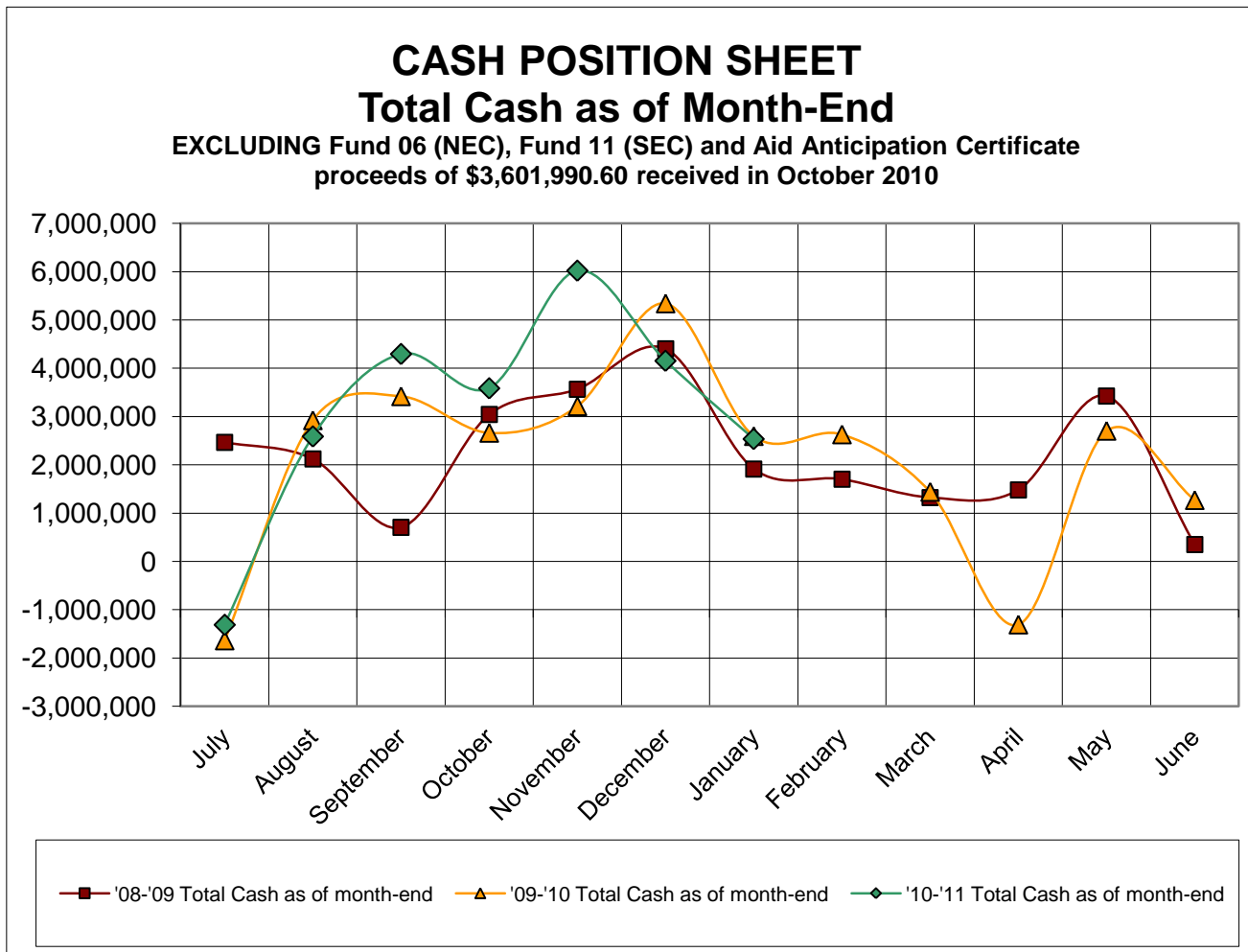
## Cash Position Sheet- Monthly Total Net Cash- All Accounts

- EXCLUDING Fund 06 (NEC Construction) and 11 (SEC Construction)

<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	2,589,499 *
September	703,434	3,420,767	4,297,117
October	3,040,273	2,663,437 *	3,587,135 **
November	3,565,934	3,215,281 *	6,023,170 **
December	4,399,671	5,343,251 *	4,155,869 **
January	1,915,347	2,595,593 *	2,536,880 **
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 Certif. proceeds of \$4,902,195.65 in Oct. 2009, paid back in Sept. 2010

\*\* excludes Aid Anticipation Certif. proceeds of \$3,601,990.60 in Oct. 2010



**INTERMEDIATE DISTRICT 287**  
**JANUARY 2011 ACTIVITY**

**WIRE TRANSFERS IN:**

DATE	AGENCY	TO	EF#	AMOUNT	DESCRIPTION
01/10/11	MN DEPT OF ED	MSDLAF	4979423	172.13	#67522 SUB PAY FOR PALMBERG,GRETA (12/1/10)
01/13/11	EDUCATION AID	MSDLAF	5061326	61,113.40	01S211 GEN ED AID 11
	EDUCATION AID	MSDLAF	5061326	1,704,803.55	01S360 SPED EDUC 11
	EDUCATION AID	MSDLAF	5061326	122,448.50	01S360 SPED EDUC 10
	EDUC-FOOD & NUTR	MSDLAF	5061326	841.40	02F701 REG LUNCH 11
	EDUC-FOOD & NUTR	MSDLAF	5061326	6,270.82	02F701 FREE-RED L 11
	EDUC-FOOD & NUTR	MSDLAF	5061326	3,003.86	02F705 BREAKFAST 11
	EDUC-FOOD & NUTR	MSDLAF	5061326	360.60	02S300 STSCHLUNCH 11
	EDUC-FOOD & NUTR	MSDLAF	5061326	72.80	02F705 ST BRKFST 11
01/19/11	DEPT OF ED	MSDLAF	5068735	144,036.51	INV#67556 862 2011-00117 10/31/11
	DEPT OF ED	MSDLAF	5068735	172.13	INV#67750 SUB PAY - PALMBERG
01/19/11	DHS-MMIS	MSDLAF	5068734	309,549.52	1417080730MA IEP SERVICE THIRD PARTY
	DHS-MMIS	MSDLAF	5068734	3,609.35	1417080730MCREMA IEP SERVICE THIRD PARTY
01/21/11	EDUCATION SERVS	MSDLAF	5075411	91,584.80	STIMULUS-152 EDUCATION JOBS FUND
01/26/11	EDUC-FOOD & NUTR	MSDLAF	5081317	822.92	02F701 REG LUNCH 11 NOV10
	EDUC-FOOD & NUTR	MSDLAF	5081317	6,937.90	02F701 FREE-RED L 11 NOV10
	EDUC-FOOD & NUTR	MSDLAF	5081317	3,254.40	02F705 BREAKFAST 11 NOV10
	EDUC-FOOD & NUTR	MSDLAF	5081317	352.68	02S300 STSCHLUNCH 11 NOV10
	EDUC-FOOD & NUTR	MSDLAF	5081317	88.30	02F705 ST BRKFST 11 NOV10
01/27/11	HENN TECH COLL-BP	MSDLAF	5083825	118.13	INV#67744 COPY & BINDING CHGS
01/27/11	EDUCATION AID	MSDLAF	5083824	48,890.72	01S211 GEN ED AID 11
01/31/11	COMMERCE	MSDLAF	5088026	16,032.80	INV#67762 ENERGY EFFICIENCY IMPROVEMENT GRANT

**MTD TOTALS** 2,524,537.22

**WIRE TRANSFERS OUT:**

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
01/15/11	MSDLAF	BANK OF MONTREAL	2206	8,329.36	P-CARDS DEC 10
	MSDLAF	BANK CARD FEES	2207	342.68	MERCHANT CARD FEES DEC10
	MSDLAF	WELLS FARGO	2208	3,926.62	WELLS FARGO PAYMENT
	MSDLAF	MN DEPT OF REV	80000111	69,477.83	STATE WITHHOLDING TAXES
	MSDLAF	MN DEPT OF REV	80000115	1,205.20	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	80000110	262,470.46	FEDERAL TAXES (EMPLOYER & EMPLOYEE)
	MSDLAF	US BANK	80000113	126,918.97	FEDERAL TAXES (EMPLOYER & EMPLOYEE)
	MSDLAF	US BANK	80000114	4,876.48	FEDERAL TAXES (EMPLOYER & EMPLOYEE)
	MSDLAF	US BANK	80000116	1,973.70	FEDERAL TAXES (EMPLOYER & EMPLOYEE)
	MSDLAF	EBC	80000109	49,766.91	EMPLOYEE & EMPLOYER 403B
	MSDLAF	EBC	80000112	18,707.89	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK		1,130,663.77	DIRECT DEPOSIT PAYROLL
	MSDLAF	US BANK		18,276.82	SUPP DIRECT DEPOSIT PAYROLL
01/25/11	MSDLAF	WELLS FARGO	2209	578,722.24	BREN RD LEASE PAYMENT
01/31/11	MSDLAF	US BANK		1,132,461.65	DIRECT DEPOSIT PAYROLL
	MSDLAF	US BANK	2212	27,226.00	CORP. HEALTH SYSTEMS JAN10
	MSDLAF	EBC	2210	24,556.87	EMPLOYEE & EMPLOYER 403B
	MSDLAF	MN DEPT OF REV	2211	44,246.06	MN STATE RETIREMENT SYSTEM
	MSDLAF	MN DEPT OF REV	80000119	69,965.17	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	80000118	264,552.19	FEDERAL TAXES (EMPLOYER & EMPLOYEE)
	MSDLAF	US BANK	80000121	129,435.43	FEDERAL TAXES (EMPLOYER & EMPLOYEE)
	MSDLAF	EBC	80000117	73,277.85	EMPLOYEE & EMPLOYER 403B
	MSDLAF	EBC	80000120	18,853.15	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	2213	105.62	APR FEES VOUCHER NOV10
	MSDLAF	US BANK	3055	5.61	ARP FEES RECEIPT ACCT NOV10
	MSDLAF	US BANK	4067	89.37	ARP FEES PAYROLL ACCT NOV10

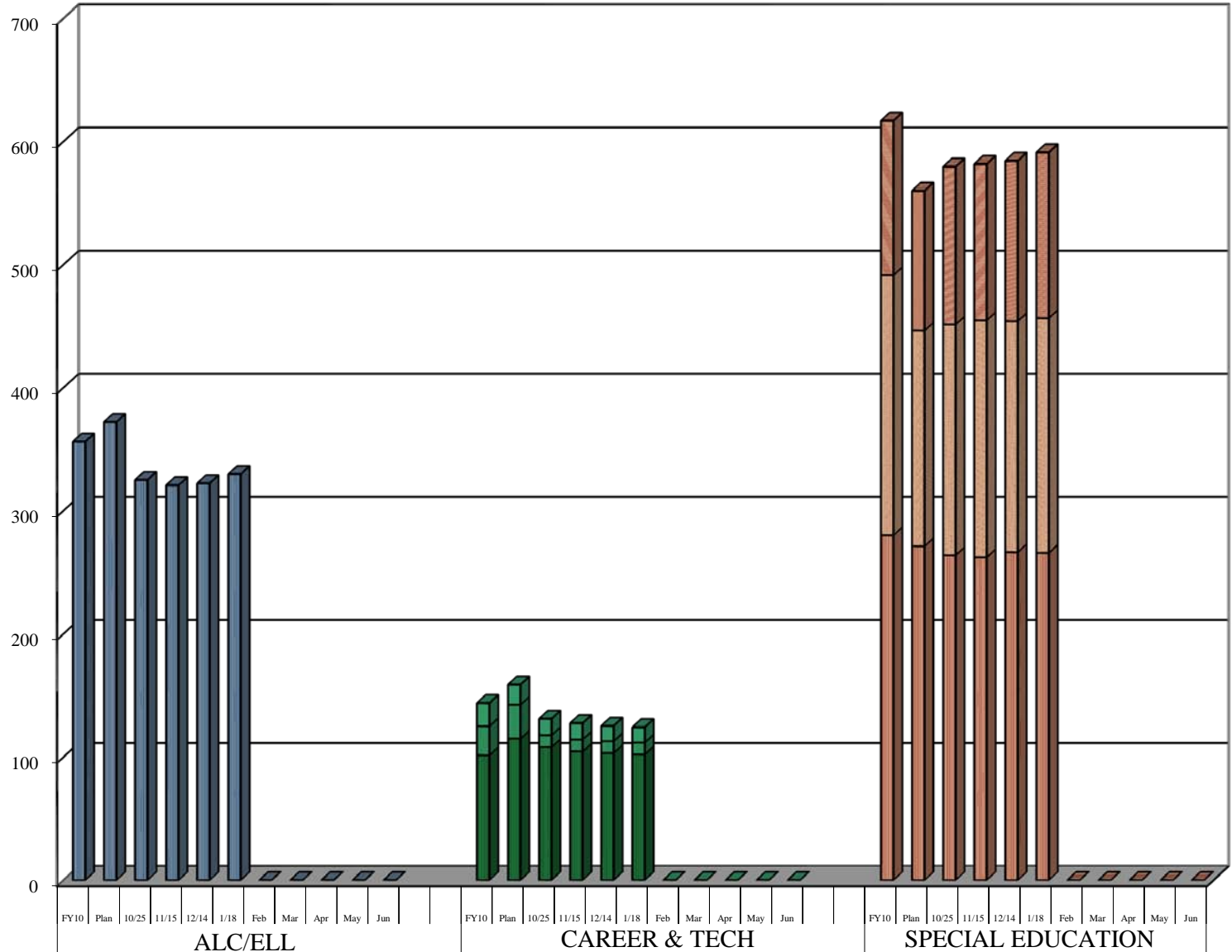
**MTD TOTALS** 4,060,433.90

# Intermediate District 287

## 2010-11 Monthly Program ADM Data by Division

(does not include services)

-  ALC/ELL
-  Mentor Connection
-  Career & Tech Level III
-  Career & Tech Pathways
- Special Ed
-  Multi-Categorical
-  DCD/EBD & EBD
-  Transition



	ALC/ELL						CAREER & TECH						SPECIAL EDUCATION													
	FY10	Plan	10/25	11/15	12/14	1/18	FY10	Plan	10/25	11/15	12/14	1/18	Feb	Mar	Apr	May	Jun									
Multi-Categorical																	125.54	113.53	128.23	126.97	130.16	134.49	0.00	0.00	0.00	0.00
DCD/EBD & EBD																	211.12	175.21	187.39	192.40	187.63	190.64	0.00	0.00	0.00	0.00
Transition																	280.19	271.20	264.00	262.40	266.50	265.96	0.00	0.00	0.00	0.00
Mentor Connection							18.81	16.22	13.20	13.20	12.32	12.32	0.00	0.00	0.00	0.00										
Level III							23.58	27.57	9.66	9.66	9.66	9.66	0.00	0.00	0.00	0.00										
Pathways							101.47	115.00	108.10	104.58	103.26	102.16	0.00	0.00	0.00	0.00										
ALC/ELL	356.21	372.00	324.97	320.65	322.22	329.77																				

**DONATIONS**  
**INTERMEDIATE DISTRICT 287**  
**2010-2011**

**JANUARY 2011**

<b>DON. DATE</b>	<b>DESCRIPTION</b>	<b>VIN#</b>	<b>EST VALUE</b>	<b>DONOR</b>	<b>SS# OR FED ID#</b>	<b>CAMPUS</b>	<b>PROGRAM</b>
12/20/10	MISC OFFICE SUPPLIES (PAPER, COPIERS/FAX, MONITOR)		\$ 300.00	AXELL, MICHELLE		SANDBURG	CRC
01/10/11	CHECK		\$ 10,000.00	FAIRVIEW HEALTH SERVICES		SEC	SECA
02/03/11	FOOD		\$ 60.00	GAULKE, SANDY		NWTC	VECTOR & INVEST
12/01/10	MANUAL PEDIATRIC WHEELCHAIR & HI/LOW CHAIR		N/A	RAPP, SHELLY			ITINERANT
01/04/11	MISC TOYS, GAMES & BOOKS		\$ 500.00	SWARD, JEFF		SANDBURG	ALL
01/12/11	CHECK		\$ 500.00	TARGET		NORTH VISTA	FIELD TRIP
12/01/10	USED LEXMARK COLOR PRINTER W/INK CARTRIDGES		\$ 150.00	UDELL, DON & CAROLYN			ITINERANT
			\$ 11,510.00				

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

Regular Meeting – February 24, 2011

**AGENDA SECTION:** ADMINISTRATIVE SERVICES REPORTS

**ITEM:** 8.1.2 Approval of FY11 Budget Revision

**PRESENTED BY:** Janet A. Johnson, Director of Finance

**1. Background Information**

A motion is necessary to approve the Budget Revision as presented. The budget has a Beginning Fund Balance of \$8,596,102, with a revised Revenue Budget of \$75,178,488, and revised Expenditure Budget of \$74,020,296. This results in a revised 6/30/11 Adjusted Fund Balance of \$9,754,294 in Total Governmental Funds.

The Total Unreserved – Undesignated Fund Balance in the General Fund is projected at \$4,085,570 or 5.9%.

This Budget Revision reflects a very stable budget.

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

**3. RECOMMENDED ACTION: The Board approve the FY11 Budget Revision 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**  
**PLYMOUTH, MINNESOTA**  
**BOARD OF EDUCATION**

Regular Meeting – February 24, 2011

**AGENDA SECTION:** ADMINISTRATIVE SERVICES REPORTS

**ITEM:** 8.1.3 Approval of FY12 Budget Assumptions

**PRESENTED BY:** Janet A. Johnson, Director of Finance

**1. Background Information**

Motion recommending approval of FY12 Budget Assumption as presented in supporting documentation.

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

**3. RECOMMENDED ACTION: The Board approve the FY12 Budget Assumption 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.**

**INTERMEDIATE DISTRICT 287  
BASE BUDGET ASSUMPTIONS  
FY12**

**Revenue Assumptions**

1. State of MN funding for school districts continues to be uncertain for the next two years. The FY12 budget will be developed assuming no change in state funding levels. Legislative activity as it applies to both District 287 and District 287 member District funding sources will be closely monitored.
2. The FY12 budget will be built based on ADM projections for each program.
  - Special Education – All projections are remaining stable or are slightly increased. In the Itinerant Service area we are anticipating a significant decrease in several areas of service including physical therapy, speech therapy and sign language interpreters. It is anticipated that we will increase our Care and Treatment programs from two to four which will result in an increase of 60-80 ADMs. The revenue generated by the increase in Care and Treatment programs will offset the additional expenditures for those programs.
  - Teaching & Learning – All projections are remaining stable or are up slightly. In addition to these projections there is anticipated growth of at least 20 ADM in the ALC Plus program that is not reflected in the planning because Hennepin County refers students rather than member districts.
3. District 287 will continue to work with MDE to ensure appropriate funding through the Special Education Uniform Tuition Billing System, including an appeal if necessary.
4. Other revenue will be generated from MDE through the Application for Educational Benefits (Compensatory and Lunch Aids); On-line Learning Aid; grants; from MDHHS for medical assistance claims; and through direct billings for other programs and services.
5. District 287 will continue to bill Member Districts the administrative core fee. That fee will be no more than \$25 per AMCPU. The loss in core fee revenue from Bloomington's withdrawal will be substantially replaced by non-member access fee charges.
6. Non-member districts will be charged an access fee for all 287 programs and services they utilize.
7. District 287 will utilize all ALC revenue that is available per statute.
8. Appropriate categories of levy dollars, including Safe Schools, Health & Safety and Lease Levy, will be available from member districts.
9. Revenue needed to fund future separation & severance obligations will be part of the rate structure for each program.

**Expenditure Assumptions**

1. Given the revenue uncertainty from the State, the District will identify budget reductions and utilize fund balance if necessary, to align with the evolving revenue expectations. Complying with Federal and State legal mandates remains a priority.
2. Levy dollars available for Safe Schools, Health & Safety and Leases will be utilized to ensure student and staff safety and to minimize impact on member districts' other general fund resources. Safe Schools expenditures will be reduced in an amount equal to the loss in levy from Bloomington's withdrawal, approximately \$120,000.
3. Expenditures will be aligned and prioritized so as to promote the implementation of the strategic plan and reflect changes in student population.
4. Staff salaries will be budgeted at estimated FY12 amounts based on Board approved parameters for contract negotiations. Cost containment will be sought through negotiations parameters.
5. Costs associated with benefits will be budgeted at estimated FY12 amounts based on provider estimates and Board approved assumptions regarding contract agreements.
6. The FY12 budget will include sufficient funds to cover anticipated separation and severance payments for all current retirees as well as an amount that will build funding for future obligations.
7. The FY12 budget will be developed in keeping with the Board policy that states that we will "endeavor to maintain an unappropriated fund balance of at least 6%".

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

**Regular Meeting – February 24, 2011**

**AGENDA SECTION: ADMINISTRATIVE SERVICES REPORTS**

**ITEM: Best Value Pre-Award for NEC General Contractor & Demountable Wall System Contractor for NEC**

**PRESENTED BY: Tom Shultz, Director of Facilities**

**1. Background Information**

The District’s Best Value evaluation team reviewed Risk Assessment and Value Added (RAVA) Plans for the North Education Center from ten General Contractors (GCs) and three demountable wall system providers. Based on RAVA plan rankings and data from customer satisfaction, the project manager and site superintendent from three GC firms as well as one wall system provider were interviewed by the District evaluation team.

Board approval is requested to proceed with the Pre-Award process with the following two vendors and to commence contract development with the General Contractor for the NEC:

- 1. General Contractor to J.E. Dunn in the amount of \$25,859,246. and
- 2. Demountable wall system provider to Prevolv in the amount of \$1,293,006.

Both of these contractors are selected by the evaluation team to be Best Value and they also are the lowest cost of the proposals received.

2. **Fiscal Impact/Funding Source:** The total amount for both contractors is \$27,152,252.

3. **RECOMMENDED ACTION:** That the Board approve the Best Value Pre-Award phase to the general contractor J.E. Dunn and the demountable wall system contractor to Prevolv and direct administration to proceed with developing contracts for the general contractor.

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  
North Education Center  
Project Budget**

March 1, 2010  
June 18, 2010  
September 23, 2010



To Solve. To Excel. Together.

	9/23/2010	12/21/2010	Using average cost of Proposals	I.F. Dunn & Prevoly
	132,000 sf	132,000 sf	2/7/2011 132,000 sf	2/18/2011 132,000 sf
<b>CONSTRUCTION</b>				
Site Construction Cost	\$ 2,244,239	\$ 2,364,427	\$ -	\$ -
Building Demolition Cost	\$ 323,000	\$ 323,000	\$ 323,000	\$ 323,000
Building Construction Cost	\$ 27,749,514	\$ 27,464,896	\$ 27,172,937	\$ 24,685,481
General Conditions (in construction costs)	\$ -	\$ -	\$ -	\$ -
<b>Construction Cost</b>	<b>\$ 30,316,753</b>	<b>\$ 30,152,323</b>	<b>\$ 27,495,937</b>	<b>\$ 25,008,481</b>
Construction Contingency 5%	\$ 1,515,838	\$ 1,507,616	\$ 1,283,474	\$ 1,234,274
Construction Market Discount (12%)	\$ (3,638,010)	\$ (3,618,279)		
<b>Subtotal Construction Cost</b>	<b>\$ 28,194,580</b>	<b>\$ 28,041,660</b>	<b>\$ 28,779,411</b>	<b>\$ 26,242,755</b>
<b>DESIGN AND CONSULTANT FEES</b>				
Architects and Engineers	\$ 1,885,875	\$ 1,885,875	\$ 1,885,875	\$ 1,885,875
Reimbursable Expenses	\$ 33,746	\$ 33,746	\$ 33,746	\$ 33,746
Plan Reproduction	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
Furniture Design	\$ 24,500	\$ 24,500	\$ 24,500	\$ 24,500
Technology and Security Consultant	\$ 96,790	\$ 96,790	\$ 96,790	\$ 96,790
Review and Comment	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Commissioning	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Energy Modeling	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
LEED Certification	\$ -	\$ -	\$ -	\$ -
<b>Subtotal Fees</b>	<b>\$ 2,208,411</b>	<b>\$ 2,208,411</b>	<b>\$ 2,208,411</b>	<b>\$ 2,208,411</b>
<b>OWNER ADMINISTRATIVE COSTS</b>				
Permits and Plan Review Fees	\$ 135,263	\$ 135,263	\$ 135,263	\$ 135,263
Hazardous Material (by others)	\$ -	\$ -	\$ -	\$ -
Site Survey	\$ -	\$ -	\$ -	\$ -
Environmental Consultant: Phase 1 Environmental Assessment	\$ -	\$ -	\$ -	\$ -
Builder's Risk Insurance	\$ 60,743	\$ 60,743	\$ 60,743	\$ 60,743
Liability Insurance	\$ -	\$ -	\$ -	\$ -
Quality Testing	\$ 65,060	\$ 65,060	\$ 65,060	\$ 65,060
Misc Admin and Legal	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
<b>Subtotal Owner Administrative Costs</b>	<b>\$ 311,066</b>	<b>\$ 311,066</b>	<b>\$ 311,066</b>	<b>\$ 311,066</b>
<b>FURNISHINGS, FIXTURES, &amp; EQUIPMENT (FF&amp;E)</b>				
Furniture	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Owner Equipment	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Computers	\$ -	\$ -	\$ -	\$ -
Security Systems	\$ 135,000	\$ 191,251	\$ 191,251	\$ 191,251
Signage	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Technology	\$ 821,500	\$ 822,101	\$ 822,101	\$ 822,101
Classroom A/V Systems	\$ 368,000	\$ 508,622	\$ 508,622	\$ 508,622
Gymnasium A/V System		110,000	110,000	110,000
<b>Subtotal FF&amp;E</b>	<b>\$ 2,059,500</b>	<b>\$ 2,366,974</b>	<b>\$ 2,366,974</b>	<b>\$ 2,366,974</b>
Site Purchase	\$ 1,175,000	\$ 1,175,000	\$ 1,175,000	\$ 1,175,000
<b>Subtotal Project Cost</b>	<b>\$ 33,948,557</b>	<b>\$ 34,103,111</b>	<b>\$ 34,840,862</b>	<b>\$ 32,304,206</b>

<b>THIRD FLOOR ALTERNATE</b>	25,521 sf	25,521 sf	25,521 sf	25,521 sf
Shell Space Construction Cost				
Build-out Construction Cost				
Subtotal-Shell and Build-out Construction Cost	\$ 4,235,778	\$ 3,840,503	\$ 2,901,835	\$ 2,466,771
Technology	\$ 128,400	\$ 110,932	\$ 110,932	\$ 110,932
Security	\$ 25,500	\$ 17,749	\$ 17,749	\$ 17,749
Construction Cost	\$ 4,389,678	\$ 3,969,184	\$ 3,030,516	\$ 2,595,452
Construction Contingency 5%	\$ 219,484	\$ 198,459	\$ 131,471	\$ 123,339
Construction Market Discount (12%)	\$ (526,761)	\$ (476,302)		
<b>Total Construction Cost for Third Floor Alternate</b>	<b>\$ 4,082,401</b>	<b>\$ 3,691,341</b>	<b>\$ 3,161,986</b>	<b>\$ 2,718,791</b>
<b>"DIRTT" Alternate (modular wall system)</b>	<b>Included above</b>	<b>Included above</b>	<b>Included above</b>	<b>Included above</b>
<b>Playground Equipment</b>	<b>\$ 32,000</b>	<b>\$ 32,000</b>	<b>\$ 32,000</b>	<b>\$ 32,000</b>
<b>Playground Equipment Premium</b>		<b>\$ 44,584</b>	<b>\$ 44,584</b>	<b>\$ 44,584</b>
<b>Total Project Cost</b>	<b>\$ 38,030,958</b>	<b>\$ 37,871,037</b>	<b>\$ 38,079,432</b>	<b>\$ 35,099,581</b>

\*Costs that are to be covered by other District Resources

Fund Balance	323,000.00	323,000.00	323,000.00	
Interest Earnings on Construction Escrow Account	1,515,838.00	1,515,838.00	175,000.00	175,000.00
FY11, 12, 13 MA Revenue and Fund Balance	2,059,500.00	2,495,655.00	2,495,655.00	1,090,150.00
FY10 MA Revenue	1,175,000.00	1,175,000.00	-	-
Interest Earnings on Construction Escrow Account	219,484.00	-	-	-
	<b>5,292,822.00</b>	<b>5,509,493.00</b>	<b>2,993,655.00</b>	<b>1,265,150.00</b>
Amount to be financed	32,738,135.83	32,361,543.51	35,085,777.01	33,834,430.60
Qualified School Construction Bond Allocation	(29,790,000.00)	(29,790,000.00)	(29,790,000.00)	(29,790,000.00)
Potential Additional Financing	2,948,135.83	2,571,543.51	5,295,777.01	4,044,430.60

JAJ est w/ chg in District payments

## **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.

Revised 2/2/11  
Revised 9/28/10  
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

**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. 132,000 sq. ft**

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

**North Education Center  
Option 3  
approx. 157,000 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
- SAFE, most students will attend NEC
- 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 Norwest 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.**

- 157,000 owned (NEC)
- 22,700 leased (Avg. site size)

Revised 2/2/11  
 Revised 9/28/10  
 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**  
**PLYMOUTH, MINNESOTA**  
**BOARD OF EDUCATION**

Regular Meeting – February 24, 2011

AGENDA SECTION: ADMINISTRATIVE SERVICES REPORTS

ITEM: Staff Reduction ULA Resolution Changes for Following Year

PRESENTED BY: Anne Becker, Human Resources Director

1. Background Information

The Human Resources Director requests approval of a Resolution directing the Administration to make recommendations for reductions in programs and positions.

2. Fiscal Impact/Funding Source:

3. RECOMMENDED ACTION: That the Board waive the reading of the resolution and approve it as written.

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

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

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

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.

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

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

**WHEREAS**, the financial condition of the District dictates that the School Board must reduce expenditures, and;

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

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

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

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

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

And the following voted against the motion:

Whereupon the Resolution was declared duly passed and adopted.

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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

Regular Meeting – February 24, 2011

AGENDA SECTION: BOARD BUSINESS

ITEM: Superintendent Evaluation Procedure

PRESENTED BY: Anne Becker, Director of Human Resources

**1. Background Information**

The Superintendent Evaluation Procedure is presented for a second read and approval. A motion is necessary to approve this procedure as presented.

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

**3. RECOMMENDED ACTION: The Board approve the agenda as presented.**

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

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

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

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

## UNIFORM PROCEDURE

**SUBJECT: Superintendent Evaluation**  
**RELATES TO POLICY SERIES: Board Officers & Operations**  
**BOARD APPROVED:**  
**REVISION DATE: February 10, 2011**

---

### **BOO 1040 Superintendent Evaluation**

#### **I. PURPOSE**

The Board is responsible for evaluating the performance of the Superintendent. The Superintendent Performance Evaluation process described below is intended to develop and continue a positive, cooperative and productive working relationship between the Board and the Superintendent.

#### **II. EVALUATION PROCESS**

The Intermediate District 287 Board shall conduct an annual evaluation of the Superintendent's job performance. The Superintendent's job performance will be measured systematically and rigorously against the Board's expectations for:

- A. Administrative/Managerial Leadership;
- B. Development, implementation and outcomes of the Strategic Plan; and
- C. Accomplishment of Superintendent Goals, as approved by the Board.

#### **III. EVALUATION PLANNING MEETING**

- A. By September 1 of each year, the Superintendent and the Board Chair shall meet.. During this meeting the Superintendent and Board Chair will:
  - 1. Affirm the mutually agreed on evaluation process.
  - 2. Schedule the evaluation meeting date(s).

#### **IV. OPTION FOR MID-YEAR EVALUATION MEETING**

- A. The Board and the Superintendent may meet for the purposes of a mid-year evaluation.
- B. If the mid-year Superintendent evaluation meeting is closed, the Board Chair or designee shall prepare a summary of the meeting and present it at the next regular meeting of the Board.

#### **V. PREPARATION FOR FINAL EVALUATION MEETING**

- A. By May 1 of each year, the Superintendent shall provide the Board with a written summary in response to each question on the evaluation survey.
- B. All Board members shall fill out the evaluation instrument individually.
- C. The Board Chair, or designee, shall compile the individual assessments into a composite appraisal. Each Board member and the Superintendent shall receive a copy of the composite appraisal.

#### **VI. FINAL EVALUATION MEETING**

- A. By June 30 of each year, the Superintendent and the Board shall hold a final evaluation meeting to evaluate the Superintendent's performance based on the composite appraisal and the Superintendent's written summary.
- B. Prior to meeting with the Superintendent, the Board shall meet to discuss the composite appraisal, clarify individual Board Member's evaluations and come to a general consensus on the Superintendent's performance.
- C. The Board shall subsequently meet with the Superintendent to discuss the Superintendent's performance.
- D. If the final Superintendent evaluation meeting is closed, the Board Chair or designee shall prepare a summary of the meeting and present it at the next regular meeting of the Board.
- E. If revisions to the Superintendent Evaluation Process have been called for, a committee will be formed to review/revise the evaluation process.

#### **Minnesota Statute 13D.05, Subd. 3(a)**

A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.

## **Minnesota Department of Administration Advisory Opinion 02-021**

How a public body approaches the evaluation will determine exactly which data it should summarize. The public body should carefully review the specific points it established in reaching a conclusion about the performance evaluation. Clearly, the language of the Open Meeting Law indicates that the governing body ought to summarize each salient point of the evaluation so that the public is given the opportunity to get the best possible sense of the performance - good, bad or indifferent - of the public employee.

<b>Intermediate District 287</b> <b>Get on the Bus ALC Plus Visit</b> <b>Meeting Notes/Action Items</b>	<b>CONVENER: Sandy Lewandowski</b>  <b>FACILITATOR: Paul Eastwold</b>
Protocols to be determined at the beginning of the meeting:  1) We will share information. 2) We will respond to all questions. 3) We will listen, learn, and contribute to the discussion.	<b>DATE: February 22, 2011</b> <b>TIME: 9:30-11:00</b> <b>PLACE: South Education Center b107</b>

**LONG TERM PURPOSE**

**To actively support the Hennepin County/School mission to increase graduation rates in Hennepin County by reducing achievement disparities**

AGENDA ITEMS	OUTCOME	TIME BUDGETED	ACTION/PERSON RESPONSIBLE
<b>1. Introductions</b>	Group members will introduce themselves.	5 minutes	Char
<b>2. Introductory Comments</b>	Sandy will provide an overview of the context for ALC Plus.	5 minutes	Sandy
<b>3. Program Design</b>	Attendees will learn about the ALC Plus model and its unique components.	5 min	Char and Lea
<b>4. Program Components</b>	The group will learn data about:  1 - Profiles of students who are referred (county histories, school histories, chemical and mental health concerns) 2 - Disposition of referrals (to district of residence or ALC Plus) 3 - Navigator role 4 - Academic and support services provided at ALC Plus 5 - What we are measuring and what results we have to date (utilization, outcomes) 6 - External input into program design (Wilder, joint meetings with MPS, engagement in MPS redesign)	15 min	Matt
<b>5. Tour of Program</b>	The group will have a tour of the program.	10 min	John
<b>6. Wrap up Q and A</b>	Board members and others will ask remaining questions.	20 minutes	Char

**INFORMATIONAL ITEMS/DATES TO REMEMBER:**

# ALC Plus

An alternative learning center program for building student attendance and achievement, and increasing graduation rates.

Intermediate District 287  
1820 Xenium Lane North  
Plymouth, MN 55441  
[www.district287.org](http://www.district287.org)  
763.559.3535

Fact Sheet

ALC Plus

## What is ALC Plus?

ALC Plus programs serve students who are eligible for Area Learning Center enrollment and are receiving Hennepin County Services. Students are served in small, safe educational settings with counseling and care coordination support. ALC Plus is a collaborative educational program supported by Hennepin County Human Services and Public Health Department, Intermediate District 287, and its 13 Member Districts.▪

## What are the education program options?

Students referred and enrolled in the ALC Plus Program will receive full time educational programming with after school and summer school learning opportunities. Educational support may include: core curriculum; MN GRAD STANDARDS; credit recovery; online learning opportunities; career and technical education; curriculum designed to fill educational gaps; and Special Education Services, as needed.

## What are the unique student support services?

**SYSTEM NAVIGATOR:** Assesses educational needs and explores options. The Navigator is the liaison between the student, Hennepin County, family, social worker and the educational team.

**CASE COORDINATOR:** Each student who enrolls in ALC Plus is assigned a Case Coordinator. They track daily attendance, make home visits, and provide on-site student support.

**CHEMICAL HEALTH SUPPORT:** Students involved in substance abuse will receive counseling from a Licensed Alcohol and Drug Counselor.

**MENTAL HEALTH SUPPORT:** Eligible students who may benefit from assessment, diagnosis, and ongoing counseling will have on-site access to a licensed mental health professional.

**BEHAVIOR SUPPORT:** Students who need to learn strategies for social and emotional regulation will receive on-site support from an educational assistant.

**TRANSPORTATION:** There are resources available for students who need travel assistance.

## Who can refer a potential student?

Students are referred to ALC Plus by county social services and truancy workers, and probation officers.

## Snapshots of Student Information

<b>Number of Referrals</b>	<b>88</b>	
<b>Grade Levels</b>		
8 <sup>th</sup> & 9 <sup>th</sup>	20	
10 <sup>th</sup> & 11 <sup>th</sup>	55	
12 <sup>th</sup>	13	
<b>Unique Needs</b>		
IEPs due to Special Education disability	36	
Require English language interpreter (for family)	4	
Previous mental health services	7	
EL (English Learners)	3	
Past Expulsions	2	

District 287 data source: 2/2011

## Contact and Two Locations:

Matthew Gust  
System Navigator ALC Plus  
Office Phone: 763.550.7159  
Email: [mcgust@district287.org](mailto:mcgust@district287.org)

Edgewood Education Center  
6601 Xylon Avenue North  
Brooklyn Park, MN 55428

South Education Center  
7450 Penn Avenue South  
Richfield, MN 55423

## Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

▪District 287 is an education partner focused on innovative solutions for 13 Member Districts including: Bloomington, Brooklyn Center, Eden Prairie, Edina, Hopkins, Minnetonka, Orono, Osseo, Richfield, Robbinsdale, St. Louis Park, Wayzata and Westonka.

ALC Plus programs serve students who are eligible for Area Learning Center enrollment and are receiving Hennepin County Services. Students are served in small, safe educational settings with counseling and care coordination support.

Students referred and enrolled in the ALC Plus Program will receive full time educational programming with after school and summer school learning opportunities.

An alternative program to build student attendance, achievement and increase graduation rates.

### Educational support for students may include:

- Core Curriculum
- MN GRAD STANDARDS
- Credit Recovery
- Online Learning Opportunities
- Career and Technical Education
- Curriculum Designed to Fill Educational Gaps
- Special Education Services, as Needed

# ALC Plus Program

763.550.7159

**Intermediate District 287**

RESPONSIVE. INNOVATIVE. SOLUTIONS.



#### Locations

Edgewood Education Center  
6601 Xylon Avenue North  
Brooklyn Park, MN 55428

South Education Center  
7450 Penn Avenue South  
Richfield, MN 55423



## ALC Plus Program Advantages

- Choice education program for County involved youth
- Enrollment until graduation or student may return to resident school district
- Diplomas issued from students' district of residence
- Behavioral support
- Transportation available for students on a limited basis

### Eligibility:

Any student in grades 7-12, living in suburban Hennepin County, formally involved with Hennepin County, and in need of a school placement is eligible for referral to this program. The ALC Plus Program System Navigator will work with the school district, family, and referral source to ensure an appropriate educational placement.

### Contact:

Matt Gust  
System Navigator  
ALC Plus Program  
763.550.7159  
mcgust@district287.org

ALC Plus is a collaborative educational program supported by Hennepin County Human Services and Public Health Department, Intermediate District 287, and its 13 member districts.

## The PLUS Component of the Program

### CASE COORDINATOR

Students are assigned a case coordinator who tracks daily attendance, makes home visits, and provides on-site student support. The coordinator is the liaison between the student, Hennepin County, the family, and the educational team.

### CHEMICAL HEALTH SUPPORT

Students involved in substance abuse will receive counseling from a Licensed Alcohol and Drug Counselor.

### Mental Health Support

Eligible students who may benefit from assessment, diagnosis, and ongoing counseling will have on-site access to a licensed mental health professional.

### Behavior Support

Students who need to learn strategies for social and emotional regulation will receive on-site support from an educational assistant.

**BERNARD GOT ON BOARD THE C-TRAIN**  
**Dropout Interrupted**

*Charlene Myklebust, Psy.D.*  
*Director of Mental Health and Partnerships*  
*Intermediate District 287*  
*Plymouth, Minnesota*



Bernard Collins

Imagine being a teenage father, as well as a struggling high school student, with few skills and little hope of finding employment with adequate pay, much less considering the possibility of enrolling in a higher education program such as college. There are many teenagers who have found themselves in this situation and they have good reason to feel hopeless. Statistics (MOAPPP, 2002) bear out that teenagers who have children out of wedlock drop out of school at higher rates than the average student and face an uphill battle when attempting to enter the competitive work force. Additionally, their children often have difficulties in school. It doesn't have to be this way.

Sometimes teenage parents face seemingly insurmountable odds, yet go on to achieve success by graduating from high school and attaining financial security. To support students who are teen parents and/or those who have other life risk factors such as poverty, mental health disorders, and chemical dependency, an innovative educational opportunity was developed in Intermediate District 287, a consortium of 13 suburban school districts adjacent to the Twin Cities. The C-Train Program, housed at the South Education Center in Richfield, Minnesota, provides at-risk students the opportunity to earn industry-recognized career and technical certification. The program enables them to finish high school while developing skills to meet the demands of jobs in high-need professions.

C-Train was created three years ago as a collaborative effort between Intermediate District 287, Hennepin County, and Best Buy Corporation. Its oversight committee is comprised of school and Hennepin County personnel, community education advocates, and industry partners. The C-Train Program Facilitator, Anne Runck, oversees daily programming and engages in research and program expansion by tracking job placement statistics and networking with professionals in growing industries.

The C-Train Program provides the following course offerings:

- Introduction to Telecommunications
- Introduction to Copper Cabling
- Introduction to Fiber Optics
- Transportation Careers
- Law Enforcement
- Certified Nursing Assistant/Home Health Aide
- Pharmacy Technician
- First Responder
- Entrepreneurship
- Microsoft Office Suite

One program success story is about Bernard, a formerly at-risk student who “boarded the C-Train” and is now moving closer to the final destination of his dreams. Twenty-year-old Bernard Collins, facing multiple life challenges, could have become yet another head count in Minnesota’s high school drop out statistics. According to Hennepin County officials (November 2010 presentation to Hennepin County Commissioners and School Superintendents), over 3,500 students who reside in the County “officially” drop out or are presumed to have dropped out of school every year. The social and economic consequences are significant for every person who resides in the County.

With a young son and little high school education, Bernard worked at various odd jobs to support himself and his child. Given his slow progress towards completion of high school

credits, he foresaw few options for himself until he had an enlightening conversation with the mother of his child. She was a student in a program for pregnant and parenting teens and their children at the South Education Center Alternative (SECA) School and she encouraged Bernard to enroll as well. He subsequently learned about the school's C-Train program and how he could earn a high school diploma while also earning credits towards certification as a Home Health Aide / Certified Nursing Assistant (HHA/CNA). Since he had always been interested in helping others, Bernard became enthused about the opportunity. He enrolled in the program, earned his high school diploma and HHA/CNA certificates, and is now working in the health care field.

In the following interview with this exceptional and resilient young man, it's clear that he believes that he made the right decision. He also hopes that his story will provide encouragement to students who have already dropped out of school or who are "on track" to do so.

### **Interview with Bernard Collins (October, 2010)**

#### ***What did you find interesting about the C-Train Program?***

**Bernard:** You learn something new every day. It allowed me to learn something different from what I was used to, such as dealing with patients with dementia. Also, you have to have a big heart to work in this job and I do; this was another reason it was a good fit.

#### ***How did acquisition of the HHA/CNA certificate impact your life?***

**Bernard:** It allowed me to focus on only one job rather than having to juggle a few at a time to make ends meet, because it pays a good wage - twice that of minimum wage. Besides the good wage, it offers flexible hours, which makes it a lot easier to effectively parent my son.

#### ***What were your challenges?***

**Bernard:** Having to catch up on my credits was difficult. Also, having to work while going to school was hard. The program required 100% attendance so I had to find a way to manage my time, and I did.

#### ***Why do you think you were successful?***

**Bernard:** I was very motivated to succeed because I saw this as an opportunity to better my situation. I really pushed myself to graduate on time. The program is what you make it and I chose to be successful.

#### ***What would you tell others about C-train?***

**Bernard:** I would tell them that if they are not able to do everything in high school in the traditional way and graduate on time, switch over to this program. There is a teacher there for everyone, who will care about you and support you. In my whole time in the program, I never felt left behind.

***Would you recommend the program to others? If so, why?***

Yes, definitely. The program ultimately ended up opening a lot of doors for me that would have otherwise been closed had I not gotten involved. Also, the program helps to open your mind to different possibilities and see things in a way that I would never have thought possible. Before, I never even thought about college. Now, the sky is the limit.

*Bernard is now working as an HHA/CNA with plans to attend college to pursue a degree and to become a licensed RN. Bernard has also begun taking online classes in graphic design, another of his interests. After boarding the C-Train, Bernard has proven that it is possible to arrive at a new destination. Whether his future is in nursing or graphic design, that future began with innovative and engaging career technical training in a supportive alternative high school. As far as those State high school drop out statistics are concerned, Bernard Collins will never be included in the head count.*



Bernard Collins assisting a mock patient in his HHA/CNA class

# School Board Planning Calendar 2011

1 <sup>st</sup> Meeting of the Month		2 <sup>nd</sup> Meeting of the Month	
<p><del><b>JANUARY 13, 2011</b></del>  <b>Board meeting has been <u>CANCELED</u> due to MSBA Leadership Conference</b>  <b>JANUARY 27, 2011 (Start Time 6:30 PM)</b>  <i>Organizational Meeting</i></p>			
<p>Oath of Office                      Bloomington Withdrawal Update                      Financial Report December                      Legislative Initiatives</p>		<p>Election of Board Officers                      FY10 Audit                      NEC Facility Committee Report                      Strategic Plan Review &amp; Measurement Report - Steve will be here.</p>	
<p><b>FEBRUARY 10, 2011</b>                      Superintendent Mid-Year Evaluation Procedure                      NEC Vote                      Transportation Presentation</p>		<p><b>FEBRUARY 24, 2011</b>                      Financial Report February                      Staff Reduction ULA Resolution Changes for following Yr                      FY11 Budget Revision &amp; FY12 Budget Assumptions                      Program Withdrawal Report                      ALC Plus Update                      Diversity Report</p>	
<p><b>MARCH 10, 2011</b>                      Communication with Local Boards</p>		<p><b>MARCH 24, 2011</b>                      Financial Report February                      NEC Facility Committee Report                      Program Reduction Resolution                      Reduction ULA for tenured staff                      FY2012 Preliminary Budget Update</p>	
<p><b>APRIL 28, 2011</b>  <i>(Only one Board meeting this month!)</i></p>			
<p>Spotlight DVD Presentation                      Financial Report March                      Superintendent &amp; Board Evaluation Update</p>		<p>NEC Facility Committee Report                      Long Range Facilities Planning Presentation                      Proposed District 287 School Calendar 2011-2012</p>	
<p><b>MAY 12, 2010</b>                      PBIS Data Update                      Diversity &amp; Recruitment Report</p>		<p><b>MAY 26, 2011</b>                      Financial Report April                      Audit Open Items &amp; Requirements changes                      Staff Reduction ULA Resolution                      PLC Data Report Highlights                      Non- Tenured Non-Renewals &amp; Probationary Non-Licensed Clerical Layoffs                      North Education Center (NEC) Facility Community Report</p>	
<p><b>JUNE 9, 2011</b>                      Superintendents Evaluation</p>	<p>Financial Report May                      PLC Data Report                      2010-11 Budget                      NEC Facility Committee Report                      Attachment 10 Performance Criteria &amp; Health &amp; Safety</p>	<p><b>JUNE 23, 2011</b>                      Final ULA Resolution for Licensed Staff                      Board Evaluation                      Health &amp; Safety Assessment 99 Report                      Superintendent &amp; School Board Evaluation to plan for Board Retreat outcomes</p>	

**INFORMATIONAL ITEMS TO REMEMBER:**

\*\* Pay Equity Report - (every three years - due in January 2012)  
 Board TLC

Board role in setting/supporting goals  
 Community use of Facilities Bucket

# School Board Planning Calendar 2011

1 <sup>st</sup> Meeting of the Month	2 <sup>nd</sup> Meeting of the Month
<b>JULY 28, 2011</b> <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
<b>AUGUST 25, 2011</b> <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)
<b>SEPTEMBER 8, 2011</b> Superintendent Goals Bloomington – Closed Session	<b>SEPTEMBER 22, 2011</b> 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
<b>OCTOBER 13, 2011</b> Prior Year Agenda Review Restraints and Seclusion – Instructional Report Resolution for Sale of Bonds for NEC Cash Flow Borrowing	<b>OCTOBER 27, 2011</b> Financial Report September Strategic Plan Update/Innovative Coach NEC Facility Committee Report
<b>NOVEMBER 10, 2011</b> <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
<b>DECEMBER 8, 2011</b> <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)  
 Board TLC

Board role in setting/supporting goals  
 Community use of Facilities Bucket

**INTERMEDIATE DISTRICT 287**  
**February 24, 2011**  
**SCHOOL BOARD CALENDAR**

24	Thursday	General Board Meeting	6:30PM	Board Rm
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March 2011

10	Thursday	General Board Meeting	6:30PM	Board Rm
<del>15</del>	<del>Tuesday</del>	<del>Board Facilities Committee Meeting</del>	<del>8:30AM</del>	<del>Board Rm</del>
22	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
22	Tuesday	Local 2209 Board Breakfast	7:30AM	Dover's
24	Thursday	General Board Meeting	6:30PM	Board Rm

Date  
Change

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April 2011

19	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
27	Wednesday	Honors Mentor Connection Scholar's Forum	6:00PM	DSC – 3rd Floor
28	Thursday	General Board Meeting	6:30PM	Board Rm

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May 2011

12	Thursday	General Board Meeting	6:30PM	Board Rm
17	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
25	Wednesday	North Vista Graduation	7:00PM	North Vista Ed Ctr
26	Thursday	General Board Meeting	6:30PM	Board Rm

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June 2011

02	Thursday	PHASE, Intersect & Sun Transition Graduation	12:00 PM	SEC Gym
03	Friday	FOCUS Graduation	9:30 AM	SEC Gym
03	Friday	VECTOR & InVEST Graduation	12:00 PM	SEC Gym
03	Friday	Prairie Center Alternative Graduation	10:00AM	EP Community Ctr
07	Tuesday	South Education Center Alternative Graduation	5:00 PM	SEC Gym
08	Wednesday	City West Academy Graduation	10:00AM	Shady Oak
09	Thursday	General Board Meeting	6:30PM	Board Rm
10	Friday	Richfield Trans Plus Graduation	9:00 AM	SEC Gym
14	Tuesday	Board Facilities Committee Meeting	8:30AM	Board Rm
23	Thursday	General Board Meeting	6:30PM	Board Rm

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- ◆ Board Facilities Committee Meeting - Third Tuesday of the Month
  - ◆ Board Facilities Committee Meeting - Second Tuesday of the Month
  - ◆ General Board Meeting – Date Change
  - ◆ New Event