

Intermediate District 287

Responsive. Innovative. Solutions.



Intermediate District 287

Regular Meeting

Thursday, April 28, 2011 6:30 PM

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS

GENERAL MEETING OF THE BOARD

Thursday, April 28, 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 March 24, 2011 4
 4. 2. Routine Human Resource Activities for April 28, 2011 7
 4. 3. Correction of the Board Action for Doboszinski & Sons Contract, Board approved September 23, 2010 10
5. **SHARE THE SUCCESS & RECOGNITIONS - None**
6. **SUPERINTENDENT'S REPORT - (15 minutes)**
 6. 1. Senator Al Franken Letter 12
Superintendent Lewandowski will provide a brief summary of the attached memo and information sheet.
 6. 2. What Board Members Should Know About Technology 15
Chad Maxa, Director of Information Technology will be available for questions.
 6. 3. Hennepin County Superintendent Meeting – April 29, 2011
 6. 4. FY 12 Special Education Planning 16
7. **INSTRUCTIONAL REPORT - None**
8. **ADMINISTRATIVE SERVICES REPORT - (75 minutes)**
 8. 1. Financial Report
 8. 1. 1. Approval of Routine Monthly Finance Report (Action) 17
Janet Johnson will provide an overview of the monthly finance report and the Board will be asked to approve it.
 8. 1. 2. Resolution Approving the Sale of Certificates of Participation (COP) for North Education Center (Resolution) 27
Janet Johnson will provide an overview of the final Sale of Certificates for NEC. The Board will be asked to approve the resolution.
 8. 2. Facilities Report
 8. 2. 1. North Education Center (NEC) Facilities Committee Report (Information) 40
Committee Chair Robb will provide a brief overview of the April 19, 2011 meeting . The report included the committee approval for a construction fence around the site at a cost of \$11,800.
 8. 2. 1. 1. Soil Correction Change Order for NEC (Action) 58
Tom Shultz will present a change order for needed soil correction at NEC and the Board will be asked to approve it.

8. 2. 1. 2. NEC Monthly Finance Report	<i>(Information)</i>	60
Tom Shultz and Janet Johnson will present a new budget monitoring tool.		
8. 3. Human Resource Report		
8. 3. 1. Two Human Resource Studies & Shift to Interest Based Negotiation	<i>(Information)</i>	61
Anne Becker will provide two informational memos.		
8. 3. 2. Closed Session	<i>(Information)</i>	
Pursuant to Minnesota Statutes, section 13D.05, subdivisions 2 and 3, this agenda item will be closed for preliminary considerations of allegations against one or more of its employees, and, a discussion with its attorneys.		
9. BOARD BUSINESS - (15 minutes)		
9. 1. Policy Review & Revision - None		
9. 2. Board Reports	<i>(Information)</i>	
9. 2. 1. Chair Report		
9. 2. 1. 1. Superintendent Evaluation Letter		64
9. 2. 2. AMSD Report (Ann Bremer)		72
9. 3. District News	<i>(Information)</i>	
9. 3. 1. School Board Planning Calendar		76
9. 3. 2. April 28, 2011 Calendar		78
9. 3. 3. 2010-2011 Local Government Innovation Awards		79
9. 3. 4. Epsilon Graduation Invitation		83
9. 3. 5. VECTOR and InVEST North Transition Graduation Invitation		84
9. 4. Once Around the Table		
10. ADJOURNMENT		

DISTRICT 287 REGULAR BOARD MEETING
Intermediate District 287
March 24, 2011
MINUTES

1. CALL TO ORDER

Chair Ann Bremer called the regular meeting to order at 6:30 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
284	Wayzata	Carter Peterson
277	Westonka	Ann Bremer

Absent:

Guests: Geoff Glueckstein, and Rick Wessling

287 Administration: Sandra Lewandowski, Colleen Baumtrog, Jane Holmberg, Anne Becker, Janet Johnson, Tom Shultz, Chad Maxa, and Wauneen Mgeni

287 Staff Members: Lois Lillie, and Julie Tuorila

2. APPROVAL OF GENERAL MEETING AGENDA

The general meeting agenda was presented for approval. *Motion by Ann Bremer, seconded by Carter Peterson, 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 March 10, 2011; and approval of the Routine Human Resource Activities for March 24, 2011. *Motion by Ann Bremer, seconded by Carol Bomben, to approve the Consent Agenda as presented. All in favor. Motion carried unanimously.*

5. SHARE THE SUCCESS & RECOGNITIONS

Superintendent Lewandowski presented to the Board clips of this year's Spotlight on Student Success videos. The videos are produced each year as a resource for Board members to share with member district School Boards and administration. Sandy recognized Linda Rees, Public Relations Liaison, for her work to the production of the spotlight videos as well as the All Our Kids Are All Out Kids video that recently received the Crystal Star Award from the Minnesota Association of School Public Relations.

6. SUPERINTENDENT'S REPORT

Superintendent Lewandowski presented and recommended approval of a FY 12 Budget Reduction and Realignment Proposal, authorizing the Superintendent to take all necessary action related to budget and personnel in the development of the 2011-2012 budget. This strategic realignment proposal contains budget reductions, strategic investments and redirected Medical Assistance (MA) revenue. The 1.5% reduction in

Special Education coming primarily from support staff role and ratio changes brings support services in line with the region and serving to reduce special education tuition costs. The revenue obtained by 1.5% budget cuts in Teaching and Learning and Administrative Services along with the MA revenue being redirected from the North Education Center (NEC) project will be applied to reducing and redirecting costs chargeable to special education tuition by approximately 2%, and reinvestments in areas critical to our strategic goals, including instructional technology and mobile learning. *Motion by Carter Peterson, seconded by Laura Ronbeck, to approve the FY 12 Budget Reduction and Realignment Proposal as presented. All in favor. Motion carried unanimously.*

Sandy recommended approval of the 2011-2012 District calendar. *Motion by Nancy Rowley, seconded by Carol Bomben, to approve the 2011-2012 District calendar as presented. All in favor. Motion carried unanimously.*

Sandy briefly updated the Board on the positive outcome of the two-day “Innovation Incubator” work session to further the Hennepin County Dropout Initiative and the equally positive reaction to this Countywide effort expressed by Department of Education Commissioner Brenda Cassellius.

7. INSTRUCTIONAL REPORT - None

8. ADMINISTRATIVE SERVICE REPORTS

Human Resources Report

Mrs. Anne Becker, Director of Human Resources, presented three resolution motions: *Resolution motion by Nancy Rowley, seconded by Greg Thielsen, to waive the reading and approve the termination of permanent non-licensed employees as provided by the printed documentation shared. The following voted in favor: Draayer, Ronbeck, Henke, Robb, Thielsen, Bush, Peterson, Bomben, Johnson, Rykken, Rowley, Kunz, and Bremer. There were no abstentions or no votes cast. Resolution motion by Don Draayer, seconded by Carol Bomben, to waive the reading and approve termination and non-renewal of permanent licensed employees as provided by the printed documentation shared. The following voted in favor: Draayer, Ronbeck, Henke, Robb, Thielsen, Bush, Peterson, Bomben, Johnson, Rykken, rowley, Kunz, and Bremer. There were no abstentions or no votes cast. Resolution motion by Ann Bremer, seconded by Linda Johnson, to waive the reading and approve the discontinuing/reducing educational programs and positions as provided by the printed documentation shared. The following voted in favor. Draayer, Ronbeck, Henke, Robb, Thielsen, Bush, Peterson, Bomben, Johnson, Rykken, rowley, Kunz, and Bremer. There were no abstentions or no votes cast.*

Financial Report

Mrs. Janet Johnson, Director of Finance Services, presented the monthly financial report for March 2011. *Motion by Ann Bremer, seconded by Greg Thielsen, to approve the monthly financial report as presented. All in favor. Motion carried unanimously.*

Mrs. Janet Johnson, Director of Finance recommended approval of a resolution for Set Sale of Certificates of Participations for North Education Center. *Resolution motion was made by Ann Bremer, to waive the reading of the resolution and approve it as written, seconded by Michèle Kunz, to approve the resolution for Set Sale of Certificates of Participations for North Education Center as presented. Those voting in favor were: Draayer, Ronbeck, Henke, Robb, Thielsen, Bush, Peterson, Bomben, Johnson, Rykken, Rowley Kunz, and Bremer. There were no votes against, no abstentions. Motion carried.*

Facilities Report

Mr. Tom Shultz, Director of Facilities presented and recommended approval of the General Contractor, J.E. Dunn. *A motion was made by Peyton Robb, seconded by Michèle Kunz, to approve the General Contractor J.E. Dunn as presented. All in favor. Motion carried unanimously.* Board member Robb was recognized for his exceptional leadership in shepherding the process on behalf of the Intermediate District Board Members.

Bloomington Public Schools – Closed Session

At the recommendation of Board Chair Bremer, a motion was made by Carol Bomben, seconded by Michèle Kunz, to close the meeting to develop a plan for evaluation of the District’s real and personal property, as required in Minnesota Statute §13D.05, subd. 3(c). All in favor. Motion carried. The meeting was closed to the public at 7:51 PM. A motion was made by Linda Johnson, seconded by Nancy Rowley, to reopen the general meeting. All in favor. Motion carried unanimously. The general meeting reopened at 8:02 PM. Board Chair Bremer read a portion of the [Board Member Conflict of Interest Policy](#). A motion was made by Chair Bremer, seconded by Linda Johnson, to have Board member Bush not participate in the Bloomington Public Schools closed session. All in favor. Motion carried.

At the recommendation of Board Chair Bremer, a motion was made by Ann Bremer, seconded by Carter Peterson, to close the meeting to develop a plan for evaluation of the District’s real and personal property, as required in Minnesota Statute §13D.05, subd. 3(c). All in favor. Motion carried. Board member Arlene Bush (Bloomington) excused herself at the beginning of the Closed Session. The meeting was closed to the public at 8:09 PM. A motion was made by Michèle Kunz, seconded by Carter Peterson, to reopen the general meeting. All in favor. Motion carried unanimously. The general meeting reopened at 9:20 PM. The Board directed administration to follow the recommendations of the member district business director advisory committee.

9. BOARD BUSINESS
Policy Review & Revision - None

Chair Report - None

AMSD Report - None

Once Around the Table

10. ADJOURNMENT

Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 9:24 PM.

The next general meeting will be held on April 28, 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 – April 28, 2011**

LICENSED STAFF

1. New Hires:

A. Regular

•

B. Reinstatement of Licensure Waivers

•

Reinstatement

•

C. Temporary:

- JO A. DUNHAM, Program Facilitator for end of school year, effective June 14, 2011 through June 30, 2011.
- CAROL D. JAMISON, DCD Instructor at Open Track – ALC effective April 4, 2011 through June 13, 2011.
- DEBRA K. JOHNSON, Math Instructor at SECA effective April 4, 2011 through June 13, 2011.
- LAURE O'KEEFFE, EBD Instructor at Prairie Care – Maple Grove effective March 28, 2011 through April 1, 2011.
- MELISSA A. WINSHIP, School Counselor at SECA effective March 21, 2011 through June 13, 2011.

D. Substitutes

•

2. Extended Leaves of Absence:

A. Unpaid

- KIMBERLY A. DOTY, Program Facilitator at Northwest Tech Center, unpaid child care leave effective March 17, 2011 through June 13, 2011.
- CYNTHIA FORT-REIS, Autism Specialist at the District Service Center, .5 FTE effective for the 2011-2012 school year.
- BROOKE PETERSON, Program Facilitator at the District Service Center, .5 FTE effective for the 2011-2012 school year.

3. **Separations:**

A. **Dismissal**

-

B. **Resignation**

-

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

-

4. **Other:**

- A. RECOMMEND the Board's approval to credit Kimberly Doty, Program Facilitator at Northwest Tech Center, with six (6) 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.

Katherine Pitney
Linda Weegmann

Sheila Lackey
Joyce Eckes

Tracy Mooney
Bruce Mulder

NON-LICENSED STAFF:

1. **New Hires:**

A. **Regular**

- DONNELL BRATTON, Education Assistant at Edgewood Education Center, **additional position due to increased enrollment**, effective March 14, 2011 Step 10 Lane 1 – .875 FTE.
- CECIL BLAKES, Education Assistant at Edgewood Education Center, **additional position due to increased enrollment**, effective March 14, 2011 Step 10 Lane 1 - .875 FTE.
- MELISHA CARROLL (current employee), Education Assistant at Edgewood Education Center, **additional position due to increased enrollment**, effective March 7, 2011 Step 10 Lane 2 +15 credits – 1.0 FTE.
- KATE MCLEAN, Education Assistant at Prairie Care Center, **additional position due to increased enrollment**, effective April 4, 2011 Step 3 Lane 5 +BA - .875 FTE.
- KIEU PHI NGUYEN, Parent Child Specialist at South Education Center, **refill for D. Anderson**, effective April 18, 2011 Step 6 – 1.0 FTE.

B. Temporary

- BRENNNA JONES, Education Assistant at Sandburg Education Center, effective April 11, 2011 through June 10, 2011.
- RONNIE HENDERSON, Education Assistant at Sandburg, effective April 4, 2011 through June 10, 2011.

C. Substitutes

- Elisa Wheeler

2. Extended Leaves of Absence:

A. Unpaid

-

3. Separations:

A. Dismissal

-

B. Resignation

-

C. Retirement (Regular/Disability)

- SUSAN BRODY, Clerical at Edgewood Education Center, effective June 17, 2011.

4. Other:

A.

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

Regular Meeting – ~~September 23, 2010~~ **April 28, 2011**

AGENDA SECTION: Administrative Services / Facilities Report

ITEM: 8.2.4 Award of Demolition Contract
4.3 Correction of the Board Action on September 23, 2011

PRESENTED BY: Tom Shultz, Director of Facilities

1. Background Information

The Bid Opening for demolition of the Hosterman Education Center was held on Thursday, September 2. Although Frattalone companies came in as low bid, they withdrew. At the Board Facilities Committee meeting September 14, 2010 a motion to recommend the Board award the demolition contract was made by Don Draayer and seconded by Michèle Kunz.

The Facilities Committee recommends that the Board award the demolition contract to Doboszinski & Sons, Inc.

Total ~~\$323,000.00~~ **\$326,150.00 difference of \$3,150.00**

2. Fiscal Impact/Funding Source:

3. RECOMMENDED ACTION: Recommendation for Board to correct the award demolition contract to Doboszinski & Sons, Inc. for the amount of **\$323,000.00 \$326,150.00 difference of \$3,150.00.**

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

Intermediate District 287

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M E M O R A N D U M

Date: April 19, 2001
To: Board Facilities Committee
From: Thomas Shultz, Director of Facilities
RE: Demolition Contract

A discrepancy occurred between the TSP spreadsheet of estimated costs for the NEC, the Board approved document, and the official demolition contract with Doboszinski & Sons. The TSP spreadsheet contains the original bid document amount of \$323,000. (This is also the amount shown on the District 287 Board approved document from September 23rd.) The formal AIA document contract was written with this amount, but also included an attachment ("B"), which was for the removal of the Ash trees along Zealand Ave. This additional work was priced at \$3,150. Therefore the total actual contract amount should have been of \$326,150.

The solution to this discrepancy is corrected in the easiest manner by asking the District 287 Board for an amended approval of the demolition contract to the \$326,150.

I am requesting that the Board Facilities Committee recommend that the District 287 Board approve this contract change.

March 30, 2011

Al Franken
U.S. Senator
320 Hart Senate Office Building
Washington, DC 20510

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

Dear Senator Franken,

Telephone: 763.550.7100
www.district287.org

RE: STEM Teacher Corps Offer and Invitation

We read with great interest the recent announcement of your intent to introduce legislation establishing a STEM Teacher Corps. On behalf of the Math and Science Teacher Center for the greater Twin Cities region, we share your belief that teacher development is the most critical component in achieving our STEM education goals.

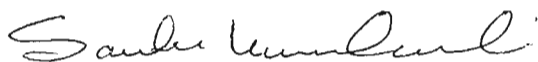
Math and Science Teacher Centers are part of an established structure for training STEM teachers throughout Minnesota. The Centers have operated for three years, originally funded by an appropriation from the Minnesota legislature and the National Governors' Association and now funded with federal Math Science Partnership dollars. The rich partnerships between school districts and higher education have allowed the Teacher Centers to provide in-depth training for teams of teachers across the state. Our Center in the metro area, also known as Region 11, has alone provided training in math, science and engineering for over 1000 teachers.

As you continue to promote STEM education, we'd love to be involved in the conversation and offer any support that our partnership can provide. We have access to an impressive trainer cadre that includes classroom teachers as well experts from the University of Minnesota STEM Center and Normandale College. One initial thought we have is perhaps those interested in applying to become the STEM Master teachers described in your plan, could "apprentice" by becoming trainers in our program, facilitating Professional Learning Communities, and actually going in to the classrooms of participants to coach them.

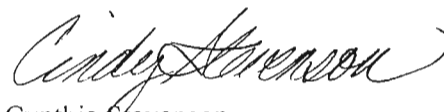
If you wish to learn more about our work, please visit our website, www.region11mathandscience.org which includes sample training videos as well as information about Region 11 Math and Science Teacher Center. **In addition, if you or anyone on your staff would be available to join us on our Nature of Science and Engineering celebration day May 12, it would be a great time to learn about the project.** We've just gotten confirmation that Dr. Christine Cunningham, Founder and Director of the Engineering is Elementary program and Vice President of the Boston Museum of Science, will be our featured speaker. In addition to Dr. Cunningham's talk, our 215 teachers from Grades 3-6 will be displaying posters showing how they have integrated engineering projects into their science instruction this year.

Thank you again for your efforts to improve teacher quality and please do not hesitate to contact us if we can be of assistance or if you might have an interest in joining us for even a small part of the day on May 12.

Sincerely,



Sandra Lewandowski
Superintendent, Intermediate District 287
sllewandowski@district287.org



Cynthia Stevenson
Coordinator, Region 11 MSTC
ckstevenson@district287.org

Cc. Steve Kelley, Margaret Anderson-Kelliher

Intermediate District 287

Project Summary

The Region 11 Math and Science Teacher Center (www.region11mathandscience.org), part of a statewide initiative, provides in-depth professional development opportunities in the STEM areas for teachers in 48 metro area school districts. During the past three years (2008-2011), more than 1100 teachers have received in-depth content training and learned classroom application strategies in *Algebra* for grades 3-8, *The Nature of Science and Engineering* for grades 3-6, and *STEM Integration* for grades 7-12. Training is designed and delivered through a significant partnership of eight higher education institutions, school districts, regional education agencies, and SciMath MN.

Training structure requires school *teams consisting of all teachers* of math or science to attend five full days of content training throughout the year. Teams commit to apply new learning in their classrooms, use assessment tools to determine student growth in understanding, and meet weekly to discuss student progress and share strategies that work to reach all students. The table below provides a summary of project funding and participation data for 2008-2011.

School Year	Funding Source	Funding Received	Districts	Schools	Teachers	Students Impacted (estimate)
2008-2009	MN Legislature & NGA	\$1,584,541	34	59	517	53,541
2009-2010	MDE	\$650,043	20	28	300	13,425
2010-2011	MDE	\$911,789	26	67	332	21,350
	Totals	\$3,146,373	80	154	1,149	88,316

Results

Formal evaluation results for this project are conducted through the University of Minnesota. Primary evaluation data has shown significant improvement in teacher content knowledge in math and science. Secondary data indicates an increased percentage of students proficient on MCA mathematics assessments. Results vary by school and by grade level, but increase in proficiency has been as high as a 21% jump in one year, from 58% of students showing proficiency on the 2009 test to 79.91% of students in the same school proficient on the 2010 test. Anecdotal results also indicate the success of this project. Positive comments are common. In the words of one sixth grade teacher, "This is some of the best training that I have ever had. I really appreciate what Region 11 has done and am really looking forward to the next training." And, a district curriculum director said, "We all have learned a lot. Our own understanding of algebraic concepts is definitely deeper. We have a lot more ideas about how to teach the concepts so students understand them. Perhaps most importantly, we are learning to ask questions, to let students tell us rather than tell them how to do things."

Unmet needs

Anticipated grant funding for 2011-2012 will allow two new training topics to be developed and delivered to approximately 325 teachers: *Life Science for grades 7-12*, and *Mathematical Reasoning for grades 6-8*. As we present this information to our Region 11 constituents, they acknowledge these as strong areas of need, and they also remind us:

- **Science and engineering** training for school teams of grades 3-6 teachers is another significant need - many elementary teachers are not science specialists and few, if any, have training in the new engineering standards
- The MN mathematics standards require understanding of **algebraic concepts at the elementary** level as a basis for future math success – and few elementary teachers have a strong background in algebra
- The infrastructure already exists to continue to deliver high quality professional development to large numbers of Minnesota teachers – previously developed content and experienced trainers are available in Region 11 – both of the areas above could be delivered

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

INTER-OFFICE MEMORANDUM

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

FROM: Chad Maxa, Director of Information Technology

DATE: April 4, 2011

Re: **What Board Members Should Know About Technology**

The IT Department works closely with the Teaching and Learning staff to align our operations and planning. As both departments pave the way together towards our strategic objectives, I thought it would be the perfect time to share with the Board what Information Technology is doing to contribute to instructional technology in 287.

The following table demonstrates how the IT Department is contributing to the District's Instructional Technology Goals:

Instructional Technology Goals	Supportive Actions Taken by IT Department
1) Construct a Moodle Curriculum Hub to provide the platform for a guaranteed and viable curriculum.	<ul style="list-style-type: none">• Brought Moodle in-house from TIES to increase availability, performance, and upgrade management.
2) Provide multiple modes for staff to learn how best to incorporate technology into instruction.	<ul style="list-style-type: none">• Implemented bulletin board system that powers our Innovation forum. This tool fosters collaboration amongst instructional staff in addition to innovation.• IT Specialists are receiving training in instructional technology such as Moodle and Smart Boards, so they are more effective at supporting instructional staff.• As we continue to make strategic investments in technology, our technology support needs are increasing. To ensure our investments are utilized effectively we are adding one additional IT Specialist.
3) Coordinate use of mobile learning devices to enhance student outcomes, including application development where a need is indicated.	<ul style="list-style-type: none">• Implemented a district-wide wireless network to guarantee adequate capacity and coverage for mobile learning devices.• Partnered with MentorMate to develop the Click n' Talk app.• Via the Innovation forum, connected a SUN student with a mentor from MentorMate. He is currently developing an app for the iPad with their assistance.
4) Provide a sufficient foundation of hardware and software to make technology use for instruction expected and commonplace.	<ul style="list-style-type: none">• This summer Smart Boards will be installed in the remainder of classrooms that would benefit from their use.• Standardized hardware and operating systems for to streamline technical support and foster knowledge transfer among instructional staff.

Intermediate District 287

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M E M O R A N D U M

Date: April 15, 2011

To: Sandy Lewandowski, Superintendent, Colleen Baumtrog, Executive Director of Administrative Services,
Jane Holmberg, Executive Director of Teaching and Learning, Char Myklebust, Director of Professional Learning

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

Re: Care and Treatment and Day Treatment Program Requests and Implications

The purpose of this memo is to summarize the recent requests from our member districts to provide educational services on their behalf to Care and Treatment and Day Treatment programs located within their district boundaries.

Requests

1. Eden Prairie has requested that District 287 provide the educational services to the students placed in the On Belay girls' residential treatment program, which is located in their district boundaries. This includes approximately 18 girls that currently attend our City West ALC at Shady Oak.
2. Wayzata has requested that District 287 provide the educational services to the students placed in the On Belay boys' residential program, which is located in their district boundaries. This includes approximately 18 boys that are currently attending P.E.A.S.E Academy in Minneapolis.
3. Osseo has requested that District 287 provide the educational services to the students placed in the PrairieCare treatment program located in their district boundaries. This includes approximately 20 students that are admitted to a hospital setting.
4. SEDAC has requested that District 287 develop a service delivery model to provide for the educational needs of students placed in the Storefront and Prairie Care Day Treatment program. While students receive treatment during part of their day, the district of residence must provide for the educational needs during the other part of their day. Although an option would be to transport students back to their own school for those services, the group determined it was more appropriate to provide services at the treatment facility.

Implications

Students currently attending City West under the ALC choice model would receive their educational services in a state approved Care and Treatment program, starting fall of 2011. This change in program status will require compliance with current statutes and regulations as defined by Care and Treatment law.

Students currently attending PEASE Academy will attend the City West Care and Treatment program, starting fall of 2011. The On Belay program has requested that the boys and girls be educated in different facilities.

District 287 will assist Osseo in seeking MDE approval for this new Care and Treatment program and provide the staff and supervision for the educational component.

District 287 would provide the staff and supervision for approximately 20 students in PrairieCare Day Treatment Program in Osseo and 32 students in the Storefront Day Treatment program in Hopkins.

In summary:

1. District 287 will increase services from two Care and Treatment programs (Epsilon and Omegon) to three Care and Treatment and two Day Treatment programs
2. Student enrollment would increase by approximately 108 students
3. Additional teaching and supervisory staff will be required.
4. District 287 would manage the student information, regular student tuition billing and data reporting for the purposes of MDE Uniform Tuition Billing
5. District 287 will explore space options at Bren Rd. in order to provide separate educational programming for the City West boys and girls
6. District 287 is anticipating at least one additional request to provide services for a Day Treatment program

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

Regular Meeting – April 28, 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 March Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds totals \$48,026,390, or 63.9% of the Revised Revenue Budget of \$75,178,488. 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 \$49,217,342, or 66.5% of the Revised Expenditure Budget of \$74,008,146. 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.

ACCT STATUS: All Account Statuses
 ZERO BALANCES: Suppress Zero Balances
 SORTED BY: ACCOUNT FD

ACCOUNT RANGES: 01 TO 99-999
 INCLUDE/EXCLUDES: EXL FD 09 09 EXL FD 11 11 EXL FD 06 06
 EXL O/S 589 589 EXL O/S 635 635 EXL O/S 920 920
 FISCAL YEAR 201007
 PRIOR YEAR ACTUAL | < - - - - - FISCAL YEAR 201007 - - - - - > |
 REVISED 03/01/11 RECEIVED REMAINING PERCENT
 BUDGET 03/31/11 THRU 03/31/11 ON 03/31/11 REMAINING

REPORT: EXPREV 006 REVENUE SUMMARY BY FUND - Board Report STATEMENT OF REVENUE
 DIST 0287 Intermediate District 287 ACCOUNTING PERIOD 03/01/11 TO 03/31/11

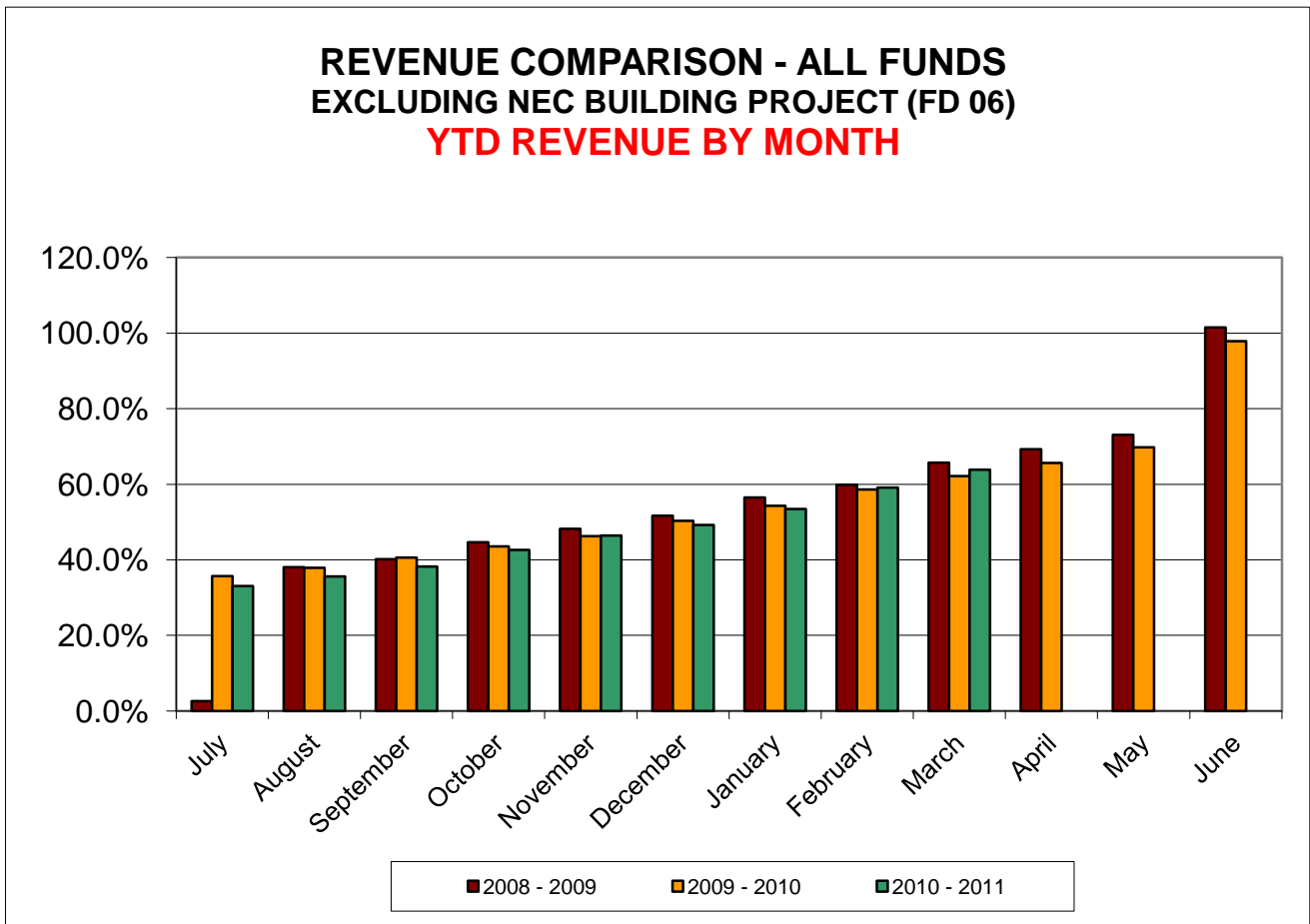
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FUND	PRIOR YEAR ACTUAL	REVISED BUDGET	RECEIVED THRU 03/31/11	RECEIVED THRU 03/31/11	REMAINING ON 03/31/11	PERCENT REMAINING
01 GENERAL FUND	18,114,315.62	18,732,804	191,496.43	9,973,407.02	8,759,396.98	46.75 %
02 FOOD SERVICE FUND	273,734.66	298,472	13,485.92	68,935.48	229,536.52	76.90 %
04 COMMUNITY SERVICE FUND	322,949.76	335,828	14,271.75	110,214.90	225,613.10	67.18 %
08 TRUST FUND	348,977.47	0	22,752.66	274,796.96	274,796.96-	0.00 %
10 BREN ROAD	0.00	0	0.00	50,586.48	50,586.48-	0.00 %
12 ALC-ACADEMIC	6,794,964.95	8,512,418	546,503.68	6,593,346.99	1,919,071.01	22.54 %
13 CAREER & TECH	1,808,549.33	1,896,252	0.00	1,415,925.55	480,326.45	25.33 %
14 SPECIAL EDUCATION	43,018,852.69	45,373,914	2,768,059.62	29,186,951.99	16,186,962.01	35.67 %
20 INTERNAL SERVICE FUND	429,114.66	0	0.00	270,462.71	270,462.71-	0.00 %
30 KEYSTONE ITD	1,110,881.59	0	0.00	68,349.00	68,349.00-	0.00 %
41 DONATIONS	2,134.55	0	49.20	361.60	361.60-	0.00 %
51 STUDENT CLUBS	30,806.68	28,800	2,800.62	13,051.15	15,748.85	54.68 %
*** REPORT TOTALS:	72,255,281.96	75,178,488	3,559,419.88	48,026,389.83	27,152,098.17	36.11 %

DISTRICT 287

REVENUE COMPARISON - ALL FUNDS EXCLUDING NEC BUILDING PROJECT (FD 06)

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	33.1%
August	25,269,197	38.1%	1,643,203	37.9%	1,917,864	35.6%
September	1,488,574	40.2%	1,997,224	40.6%	1,976,441	38.2%
October	3,156,289	44.6%	2,207,558	43.6%	3,267,074	42.6%
November	2,534,489	48.2%	1,982,827	46.3%	2,880,502	46.4%
December	2,467,467	51.6%	3,006,224	50.3%	2,114,810	49.2%
January	3,455,875	56.5%	2,910,074	54.3%	3,197,405	53.5%
February	2,420,448	59.9%	3,203,938	58.6%	4,262,556	59.1%
March	4,158,279	65.7%	2,630,766	62.2%	3,559,420	63.9%
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%		
TOTAL	72,270,091	101.5%	72,255,282	97.9%	48,026,390	63.9%
BUDGET	71,203,550		73,818,687		75,178,488	



ACCT STATUS: All Account Statuses
 ZERO BALANCES: Suppress Zero Balances
 SORTED BY: ACCOUNT FD

ACCOUNT RANGES: 01 TO 99-999
 INCLUDE/EXCLUDES: EXL FD 09 09 EXL FD 11 11 EXL FD 06 06
 EXL O/S 589 589 EXL O/S 635 635 EXL O/S 920 920

FD	PRIOR	< - - - - -	- - - - -	- - - - -	FISCAL YEAR 201007	- - - - -	- - - - -	>
01	YEAR	REVISED	03/01/11	EXPENDED	ENCUMBERED	REMAINING	PERCENT	
	ACTUAL	BUDGET	03/31/11	THRU 03/31/11	THRU 03/31/11	ON 03/31/11	REMAINING	

REPORT: EXPREV 007 EXPENDITURE SUMMARY BY FUND - Board Rept
 STATEMENT OF EXPENDITURES
 DIST 0287 Intermediate District 287
 ACCOUNTING PERIOD 03/01/11 TO 03/31/11
 RUN: TUE 041911 10:25 PAGE 1

FUND	ACTUAL	BUDGET	REVISED	EXPENDED	ENCUMBERED	REMAINING	PERCENT
01 GENERAL FUND	17,552,587.26	18,804,874	1,151,482.04	13,377,227.39	1,325,110.36	4,102,536.25	21.81 %
02 FOOD SERVICE	273,734.66	298,472	49,628.81	197,038.93	59,040.07	42,393.00	14.20 %
04 COMMUNITY SERVICE FUND	302,879.76	290,557	19,815.86	189,135.40	38,562.34	62,859.26	21.63 %
08 TRUST FUND	353,766.11	0	22,752.68	274,796.98		274,796.98-	0.00 %
12 ALC-ACADEMIC	7,098,420.31	8,489,317	698,225.20	5,467,115.38	338,871.13	2,683,330.49	31.60 %
13 CAREER & TECH	1,814,407.48	1,910,589	142,753.06	1,000,601.13	34,486.93	875,500.94	45.82 %
14 SPECIAL EDUCATION	42,110,482.21	44,185,537	2,944,117.45	28,448,102.39	452,516.28	15,284,918.33	34.59 %
20 INTERNAL SERVICE FUND	393,229.80	0	0.00	210,754.55		210,754.55-	0.00 %
30 KEYSTONE IDT	1,110,881.59	0	0.00	35,000.00		35,000.00-	0.00 %
51 STUDENT CLUBS	33,230.14	28,800	8,828.86	17,569.41	3,134.92	8,095.67	28.10 %
*** REPORT TOTALS:	71,043,619.32	74,008,146	5,037,603.96	49,217,341.56	2,251,722.03	22,539,082.41	30.45 %

DISTRICT 287

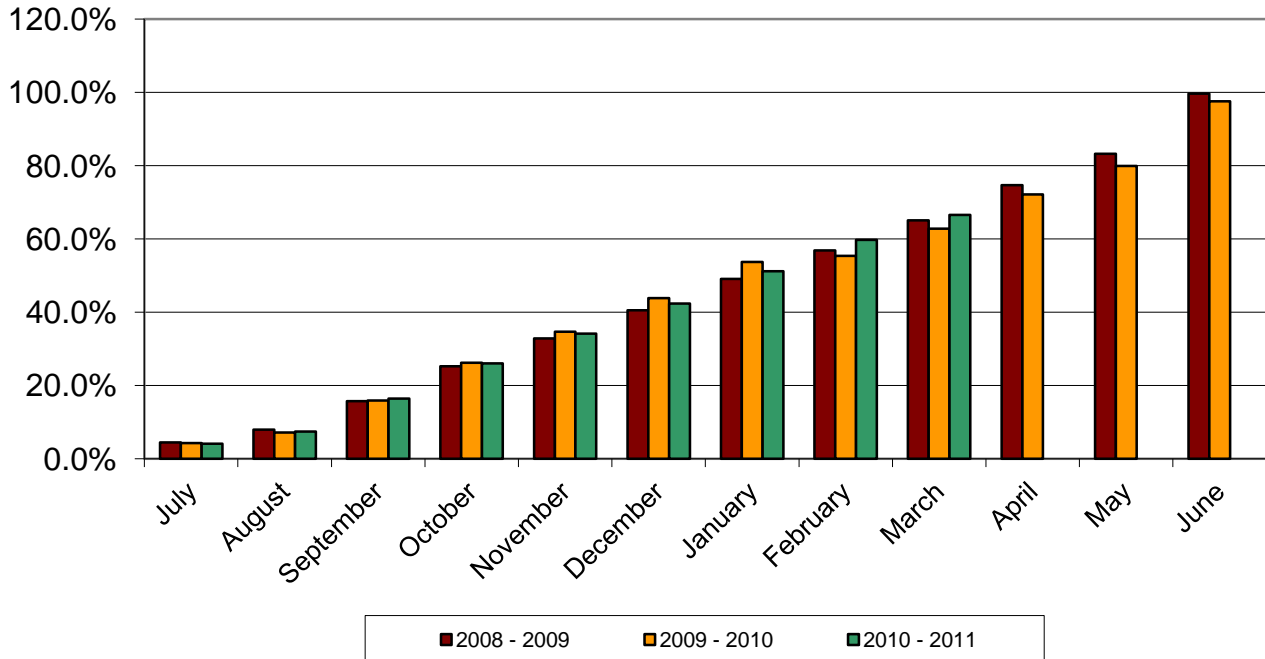
EXPENDITURE COMPARISON - ALL FUNDS EXCLUDING NEC BUILDING PROJECT (FD 06)

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	4.0%
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	16.4% **
October	6,728,518	25.3%	7,468,578	26.1%	7,071,964	26.0%
November	5,330,730	32.8%	6,212,868	34.7%	6,026,323	34.1%
December	5,361,530	40.5%	6,626,034	43.8%	6,049,172	42.3%
January	6,044,579	49.1%	7,212,163	53.7%	6,554,858	51.2%
February	5,459,050	56.8%	1,226,463	55.4% *	6,315,161	59.7%
March	5,770,557	65.1%	5,379,804	62.8%	5,037,604	66.5%
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%		
TOTAL	70,031,350	99.7%	71,043,619	97.6%	49,217,342	66.5%
BUDGET	70,271,671		72,817,617		74,008,146	

* 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 (FD 06) YTD EXPENDITURES BY MONTH



Partner in Education

DATE: **April 19, 2011**

TO: Members of the School Board

FROM: Janet A. Johnson, Director of Finance

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

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

- | | |
|---|---------------------------------|
| 1. Claim payments for: March 2011 | Totaling \$ 3,948,865.14 |
| a) Check #'s 482256 - 482727, 70008073 - 70008230
and Electronic Wire Transfers out - #'s 2223 - 2229, 80000132 - 80000141 | |
| 2. Payroll for: March 2011 | Totaling \$ 2,301,487.40 |
| a) Check #'s 675317 - 675330
b) Direct Deposit #'s 186167 - 187990 | |
| 3. Receipts for: March 2011 | Totaling \$ 5,888,110.09 |
| a) Receipt #'s 128250 - 128479 | |
| 4. Investments at end of month | Totaling \$ - |

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

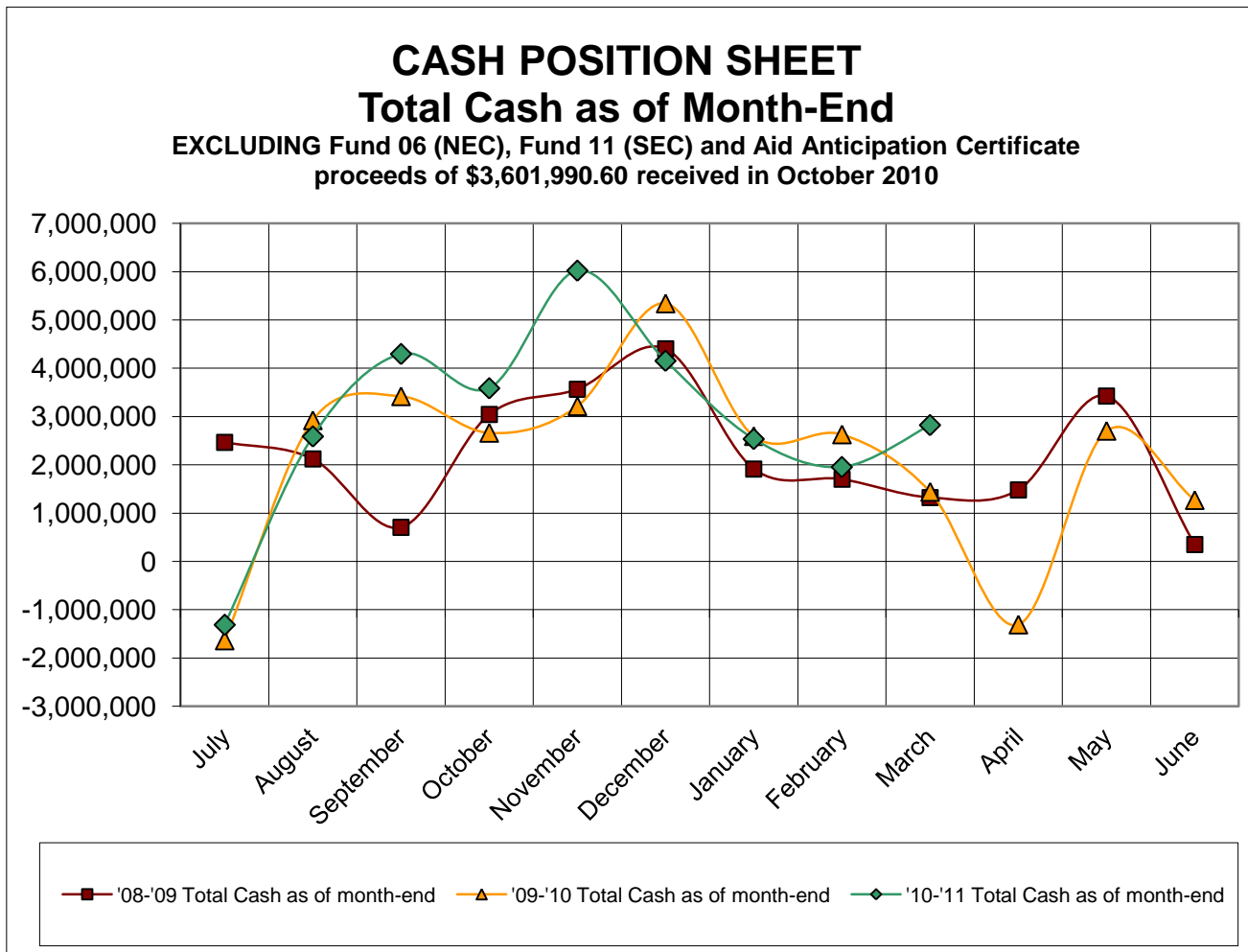
Cash Position Sheet- Monthly Total Net Cash- All Accounts

- 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	1,956,153	**
March	1,323,076	1,441,697	2,824,310	**
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

MARCH 2011 ACTIVITY

WIRE TRANSFERS IN:

DATE	AGENCY	TO	EF#	AMOUNT	DESCRIPTION
03/01/11	DHS-MMIS	MSDLAF	5145584	259,641.44	1417080730MA IEP SERVICES FED THIRD PARTY
	DHS-MMIS	MSDLAF	5145584	2,813.47	1417080730MCREMA IEP SERVICES FED THIRD PARY
03/03/11	DEPT OF EDUCATION	MSDLAF	5152793	29,980.80	INV# 678012010-00267 12/31/10 ENHANCING ED THRU TEC
03/14/11	EDUCATION AID	MSDLAF	5172426	2,443,495.31	01S360 SPED EDUC 11
	EDUCATION AID	MSDLAF	5172426	61,113.40	01S211 GEN ED AID 11
	EDUC-FOOD & NUTRITION	MSDLAF	5172426	645.12	02F701 REG LUNCH 11 CFDA 10555
	EDUC-FOOD & NUTRITION	MSDLAF	5172426	5,447.70	02F701 FREE-RED L 11 CFDA 10555
	EDUC-FOOD & NUTRITION	MSDLAF	5172426	2,588.62	02F705 BREAKFAST 11 CFDA 10553
	DHS-MMIS	MSDLAF	5172426	487.99	1417080730MA IEP SERVICES THIRD PARTY
03/15/11	DEPT OF EDUCATION	MSDLAF	5172427	139,058.35	INV#67798 MATH & SCIENCE 12/31/11
	DEPT OF EDUCATION	MSDLAF	5177563	172.13	INV#67959 SUB PAY 2/15/11 C JOHNSON
	EDUC-FOOD & NUTRITION	MSDLAF	5177562	276.48	02S300 STSCHLUNCH 11
	EDUC-FOOD & NUTRITION	MSDLAF	5177562	68.55	02F705 ST BRKFST 11
03/17/11	MN TEACHERS RETIREMT	MSDLAF	5181545	141.90	TRA E306 REFUND NORSTED,ANNE
03/30/11	DEPT OF EDUCATION	MSDLAF	5201703	172.13	INV#68024 SUB PAY 3/7/11 K LETTAS
MTD TOTALS				2,946,103.39	

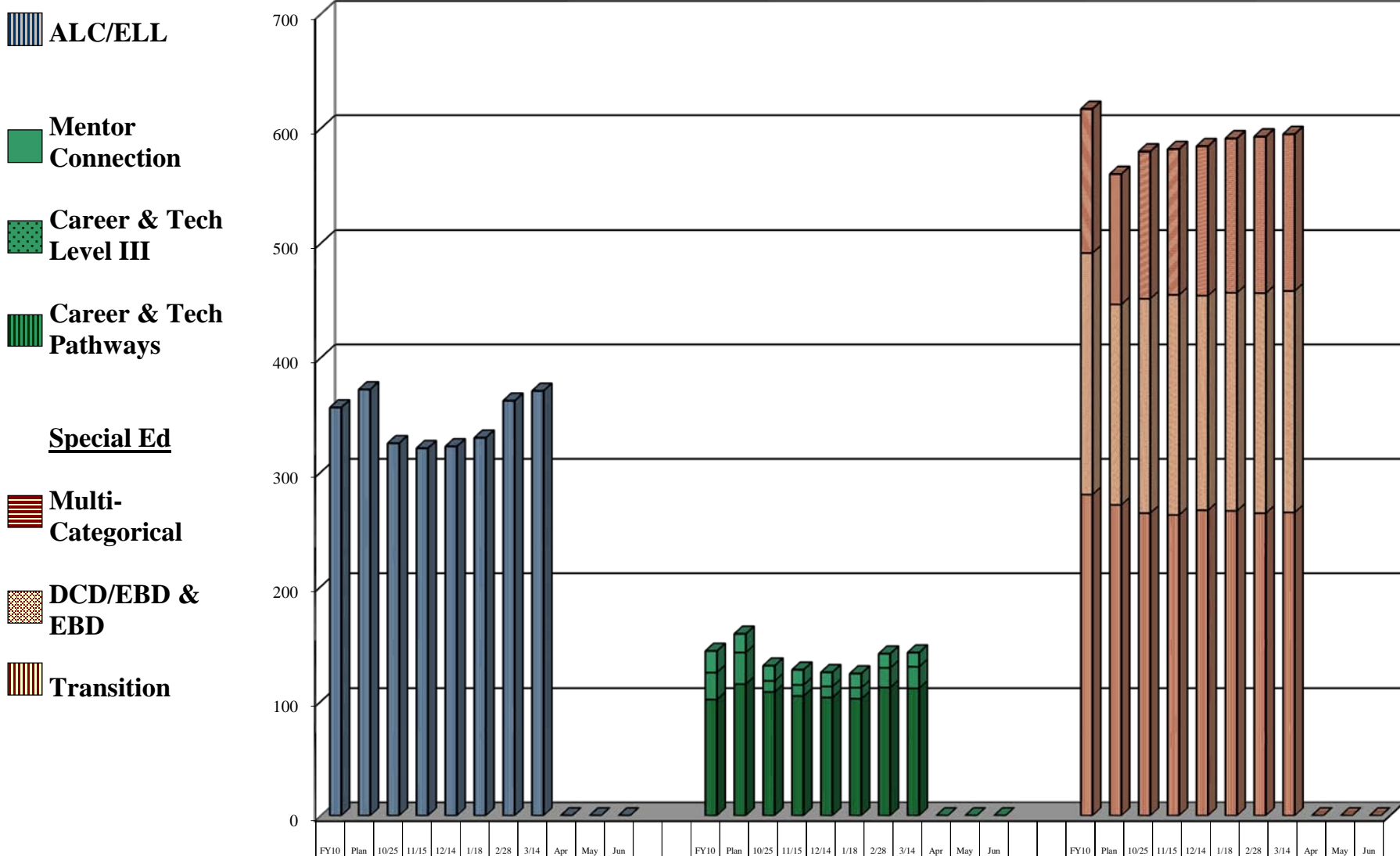
WIRE TRANSFERS OUT:

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
03/15/11	MSDLAF	BANK OF MONTREAL	2223	16,894.81	P-CARDS FEB11
	MSDLAF	WELLS FARGO	2224	119,318.37	WELLS FARGO BROKERAGE SVS LLC
	MSDLAF	EBC	2225	63,953.86	RETIREEES 403 B
	MSDLAF	CITISTREET-ING	2226	73,919.62	MN STATE RETIREMENT SYSTEM
	MSDLAF	BANK CARD FEES	2227	256.96	MERCHANT CARD FEES FEB11
	MSDLAF	US BANK		1,139,754.59	DIRECT DEPOSIT PAYROLL
	MSDLAF	MN DEPT OF REV	80000136	69,884.34	STATE WITHHOLDING TAXES
	MSDLAF	US BANK	80000133	129,100.74	FEDERAL TAXES
	MSDLAF	US BANK	80000135	263,430.30	FEDERAL TAXES
	MSDLAF	EBC	80000132	18,964.27	EMPLOYEE & EMPLOYER 403B
	MSDLAF	EBC	80000134	51,409.36	EMPLOYEE & EMPLOYER 403B
03/31/11	MSDLAF	US BANK	2229	22,752.68	CORP. HEALTH SYSTEMS JAN10
	MSDLAF	MN DEPT OF REV	80000139	71,269.31	STATE WITHHOLDING TAXES
	MSDLAF	US BANK		1,150,446.34	DIRECT DEPOSIT PAYROLL
	MSDLAF	US BANK	80000138	268,184.17	FEDERAL TAXES (EMPLOYER & EMPLOYEE)
	MSDLAF	US BANK	80000141	130,741.54	FEDERAL TAXES (EMPLOYER & EMPLOYEE)
	MSDLAF	EBC	80000137	51,259.36	EMPLOYEE & EMPLOYER 403B
	MSDLAF	EBC	80000140	18,964.27	EMPLOYEE & EMPLOYER 403B
	MSDLAF	US BANK	2228	103.87	APR FEES VOUCHER JAN10
	MSDLAF	US BANK	3057	5.61	ARP FEES RECEIPT ACCT JAN11
	MSDLAF	US BANK	4069	102.92	ARP FEES PAYROLL ACCT JAN11
MTD TOTALS				3,660,717.29	

Intermediate District 287

2010-11 Monthly Program ADM Data by Division

(does not include services)



	ALC/ELL												CAREER & TECH												SPECIAL EDUCATION											
	FY10	Plan	10/25	11/15	12/14	1/18	2/28	3/14	Apr	May	Jun	FY10	Plan	10/25	11/15	12/14	1/18	2/28	3/14	Apr	May	Jun	FY10	Plan	10/25	11/15	12/14	1/18	2/28	3/14	Apr	May	Jun			
Multi-Categorical																							125.54	113.53	128.23	126.97	130.16	134.49	136.53	136.65	0.00	0.00	0.00			
DCD/EBD & EBD																							211.12	175.21	187.39	192.40	187.63	190.64	192.30	193.61	0.00	0.00	0.00			
Transition																							280.19	271.20	264.00	262.40	266.50	265.96	263.92	264.58	0.00	0.00	0.00			
Mentor Connection												18.81	16.22	13.20	13.20	12.32	12.32	12.32	12.32	0.00	0.00	0.00														
Level III												23.58	27.57	9.66	9.66	9.66	9.66	17.18	18.85	0.00	0.00	0.00														
Pathways												101.47	115.00	108.10	104.58	103.26	102.16	111.95	111.29	0.00	0.00	0.00														
ALC/ELL	356.21	372.00	324.97	320.65	322.22	329.77	362.12	370.76	0.00	0.00	0.00																									

DONATIONS
INTERMEDIATE DISTRICT 287
2010-2011

MARCH 2011

DON. DATE	DESCRIPTION	VIN#	EST VALUE	DONOR	SS# OR FED ID#	CAMPUS	PROGRAM
03/04/11	REPAIR (LABOR & PARTS) OF THERAPY TRICYCLE		\$ 25.00	B. L. USED BIKE SHOP		SANDBURG	SUN
03/02/11	CHECK		\$ 1,500.00	BARNES, DEB		SANDBURG	ATTAIN CRC
03/10/11	CHECK		\$ 48.20	WELLS FARGO FOUNDATION		DSC	GENERAL FUND
			\$ 1,573.20				

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

Regular Meeting – April 28, 2011

AGENDA SECTION: ADMINISTRATIVE SERVICES

**ITEM: Resolution Authorizing the Issuance and Awarding
the Sale of Certificates of Participation Series 2011A**

PRESENTED BY: Janet A. Johnson, Director of Finance

1. Background Information

Over the past few months the Board has analyzed and approved the contract for the construction of the North Education Center (NEC) including the third floor. Along with that the Board has approved additional financing. Springsted has one again assisted in the sale of Certificates of Participation. Pricing was set yesterday, Wednesday, April 27, 2011, working with BMO Capital Markets GKST, Inc. in Chicago, IL as underwriters. The certificate sale will provide \$4,053,043.55 for construction plus cover the costs of issuance. The true interest cost is 3.61%. The District again sought a Moody’s rating. The rating was affirmed at Aa2.

John Will from Springsted will be at this meeting to provide further explanation and answer questions.

2. Fiscal Impact/Funding Source:

Provides the additional financing to complete the NEC with the third floor, while keeping the commitment to hold lease costs at or below the “cost of doing nothing”.

3. RECOMMENDED ACTION:

The Board passes the attached resolution authorizing the issuance of Certificates of Participation Series 2011A, ratifying the award of the sale, and authorizing the execution and delivery of a ground lease, lease purchase agreement and trust agreement and approving and authorizing execution of related documents.

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.



Springsted Incorporated
380 Jackson Street,
Suite 300
Saint Paul, MN 55101-
2887

Tel: 651-223-3067
Fax: 651-268-5067
dlifto@springsted.com
www.springsted.com

MEMORANDUM

TO: Board of Education
Sandy Lewandowski, Superintendent
Colleen Baumtrog, Executive Director of Administration
Janet Johnson, Finance Director

FROM: John Will, Vice President
Don Lifto, Senior Vice President
Springsted Incorporated

DATE: April 28, 2011

SUBJECT: Issuance of Certificates of Participation

Springsted Incorporated negotiated the sale of Certificates of Participation debt on April 27 on behalf of Intermediate District 287. I am pleased to inform you that we were successful in placing the COPs through the underwriter, BMO Capital Markets. Below is a summary of the transaction for your information. Your legal counsel has prepared the appropriate resolution for consideration by the Board of Education.

Issuance of 2011A Debt

Type of Financing:	Tax Exempt Certificates of Participation
Underwriter:	BMO Capital Markets
Par Amount of Sale:	\$4,075,000
Structure of Financing:	15 Year Debt Service
Method of Sale:	Negotiated
Estimated Interest Rate (TIC):	3.53%
Actual Interest Rate (TIC):	3.61%
Moody's Rating:	Affirmed at Aa2

Moody's Rating Scale

Intermediate's strong rating was reaffirmed by the rating agency. According to Moody's, the Aa2 underlying rating reflects the "essential services for special education for regional school districts, a dedicated levy for lease payments,

strong regional economy and growing general fund reserves....” Weaknesses include “lack of bonding authority (unilateral), dependence on state aid and one member expected to discontinue membership.”

	Moody’s	S & P	Fitch
Highest	Aaa	AAA	AAA
	Aa1	AA+	AA+
	Aa2	AA	AA
	Aa3	AA-	AA-
	A1	A+	A+
	A2	A	A
	A3	A-	A-
	Baa1	BBB+	BBB+
	Baa2	BBB	BBB
	Baa3	BBB-	BBB-
Lowest (Investment Grade)			

CERTIFICATION OF MINUTES RELATING TO
\$4,075,000 CERTIFICATES OF PARTICIPATION, SERIES 2011A

Issuer: Intermediate District No. 287, Plymouth, Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held April 28, 2011, at 6:30 p.m., at the District offices.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. _____

RESOLUTION RELATING TO LEASE PURCHASE OF DISTRICT
FACILITIES; AUTHORIZING THE EXECUTION AND DELIVERY OF A
GROUND LEASE, LEASE PURCHASE AGREEMENT AND TRUST
AGREEMENT AND APPROVING AND AUTHORIZING EXECUTION OF
RELATED DOCUMENTS

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

WITNESS my hand officially as such recording officer this 28th day of April, 2011.

School District Clerk

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

RESOLUTION RELATING TO LEASE PURCHASE OF DISTRICT FACILITIES; AUTHORIZING THE EXECUTION AND DELIVERY OF A GROUND LEASE, LEASE PURCHASE AGREEMENT AND TRUST AGREEMENT AND APPROVING AND AUTHORIZING EXECUTION OF RELATED DOCUMENTS

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

SECTION 1. AUTHORIZATION AND SALE.

1.1. AUTHORIZATION. By resolution duly adopted on March 24, 2011 (the Authorizing Resolution), this Board authorized the execution and delivery of a First Supplemental Lease Purchase Agreement (the First Supplemental Lease) and the creation of \$4,200,000 Certificates of Participation, 2011A therein (the Certificates) to provide funds to construct of a third floor addition to the North Education Center to be located at 5530 Zealand Avenue North, in New Hope, Minnesota (the Facilities). This Board hereby determines that it is in the best interests of the District to enter into the lease purchase transaction as described above and authorizes the sale of the Certificates in the aggregate principal amount of \$4,075,000. The Commissioner of Education of the State of Minnesota authorized, by its Review and Comment Statement dated March 4, 2011, the lease purchase of the Facilities and the making of an additional capital expenditure levy for this purpose.

1.2. SALE. The District has retained Springsted Incorporated, as independent financial advisor in connection with the sale of the Certificates. A proposal has been received BMO Capital Markets GKST, Inc., in Chicago, Illinois (the Purchaser) to purchase the Certificates at a price of \$4,121,793.55 plus accrued interest on all Certificates to the day of delivery and payment, on the further terms and conditions hereinafter set forth.

1.3. AWARD. The sale of the Certificates is hereby awarded to the Purchaser, and the Chairperson and Clerk are hereby authorized and directed on behalf of the District to execute a contract for the sale of the Certificates in accordance with the terms and conditions hereinafter set forth.

SECTION 2. DOCUMENTS.

2.1. FIRST SUPPLEMENTAL GROUND LEASE AND FIRST SUPPLEMENTAL LEASE. The District and U.S. Bank National Association in St. Paul, Minnesota (the Trustee) have previously entered into a Ground Lease and Easement Agreement dated as of November 18, 2010 (the Original Ground Lease), pursuant to which the Trustee acquired certain interests in real property (the Land) from the District. The District and the Trustee will now enter into a First Supplemental Ground Lease and Easement Agreement, dated as of May 19, 2011 (the First Supplemental Ground Lease, together with the Original Ground Lease, the Ground Lease). The District and the Trustee have previously entered into a Lease Purchase

Agreement, dated as of November 18, 2010 (the Original Lease Purchase Agreement) pursuant to which the Trustee leased its interest in the Land and leased and agreed to sell to the District certain facilities defined therein. The Trustee will now lease its interest in the Land and lease and agree to sell to the District the Facilities to be acquired, renovated, constructed and equipped thereon to the District by entering into a First Supplemental Lease Purchase Agreement, dated as of May 19, 2011, between the Trustee and the District (the First Supplemental Lease). The Original Lease Purchase Agreement as supplemented by the First Supplemental Lease is referred to herein as the Lease.

2.2. FIRST SUPPLEMENTAL TRUST AGREEMENT. The Trustee will execute and deliver a First Supplemental Trust Agreement (the First Supplemental Trust Agreement), joined in by the District which amends and supplements the Trust Agreement dated as of November 18, 2010 (collectively, the Trust Agreement), pursuant to which the Trustee will (i) issue the Certificates representing interests in the additional Rental Payments to be made by the District under the First Supplemental Lease and (ii) receive, hold and invest the proceeds of the sale of the Certificates and disburse such proceeds for payment of Construction Costs and Costs of Issuance (as defined in the Lease).

2.3. FORM OF DOCUMENTS. In connection with the proposed acquisition, construction and financing of the Facilities and the issuance of the Certificates, forms of the following documents relating to the Facilities have been prepared and submitted to the District and are hereby directed to be filed with the Clerk: (a) the First Supplemental Lease (b) the First Supplemental Ground Lease, and (c) the First Supplemental Trust Agreement.

SECTION 3. APPROVAL OF DOCUMENTS.

3.1. First Supplemental Lease, First Supplemental Ground Lease, and First Supplemental Trust Agreement. The forms of First Supplemental Lease, First Supplemental Ground Lease, and First Supplemental Trust Agreement previously delivered to the District are hereby approved. The First Supplemental Ground Lease, First Supplemental Lease and First Supplemental Trust Agreement shall be executed in the name and on behalf of the District by the Chairperson and Clerk in substantially the form on file, but with such final changes therein as may be approved by the officers executing the same, which approval shall be conclusively evidenced by the execution thereof. The Chairperson and Clerk are also authorized and directed to execute such closing certificates and other documents as may be necessary to complete the issuance and delivery of the Certificates.

3.2. Official Statement. The Preliminary Official Statement relating to the Certificates, as of its date April 19, 2011, prepared and distributed by Springsted Incorporated, the financial advisor to the District, is hereby approved. Springsted Incorporated, is hereby authorized on behalf of the District to prepare and distribute to the Purchaser within seven business days from the date hereof, a supplement to the Official Statement listing the offering price, the interest rates, selling compensation, delivery date, the underwriters and such other information relating to the Certificates required to be included in the Official Statement by Rule 15c2-12 adopted by the Securities and Exchange Commission (the SEC) under the Securities Exchange Act of 1934. The officers of the District are hereby authorized and directed to execute

such certificates as may be appropriate concerning the accuracy, completeness and sufficiency of the Official Statement.

SECTION 4. ISSUANCE OF CERTIFICATES. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed precedent to and in the valid issuance of the Certificates having been done, now existing, having happened and having been performed, the District shall proceed forthwith to cause the Trustee to issue the Certificates in the form and upon the terms set forth in the First Supplemental Trust Agreement and the proposal received by the Purchaser described in Section 1.2 herein. The Chairperson and Clerk are authorized to approve the final terms of the Certificates, which approval shall be conclusively evidenced by the execution of the First Supplemental Trust Agreement by said officers. The Certificates shall be prepared, executed and delivered as prescribed in the Trust Agreement and the officers of the District shall deliver to the Trustee a certified copy of this resolution and other documents required by the Trust Agreement, for authentication and delivery to the Purchaser. The Trustee is hereby appointed authenticating agent with respect to the Certificates, and as paying agent for the Certificates pursuant to the Trust Agreement.

SECTION 5. PAYMENT OF RENTAL PAYMENTS. The District will pay to the Trustee promptly when due, all of the Rental Payments (as defined in the Lease) and other amounts required by the Lease. To provide moneys to make such payments, the District will include in its annual budget, for each fiscal year during the term of the First Supplemental Lease, moneys sufficient to pay and for the purpose of paying all Rental Payments and other amounts payable under the Lease, and will take all other actions necessary to provide moneys for the payment of the obligations of the District under the Lease from sources of the District lawfully available for this purpose. The agreements of the District in this section are subject to the provisions for termination set forth in the Lease, which shall provide that the Lease will be subject to termination by the District, without penalty, at the end of any fiscal year of the District, if the Board notifies the Trustee, not later than July 1 of that fiscal year that it will not budget or appropriate money for the payment of the District's obligations under the Lease for the succeeding fiscal year.

SECTION 6. TAX AND ARBITRAGE MATTERS.

6.1. **COVENANT.** The District covenants and agrees with the owners from time to time of the Certificates, that it will not take, or permit to be taken by any of its officers, employees or agents, any action which would cause the interest component of the Rental Payments to become subject to taxation under the Internal Revenue Code of 1986, as amended (the Code) and any regulations issued thereunder (the Treasury Regulations), in effect at the time of such action, and that it will take, or it will cause its officers, employees or agents to take, all affirmative actions within its powers which may be necessary to insure that the interest component of the Rental Payments will not become subject to taxation under the Code and the Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Certificates. The District represents and covenants that the District is the lessee of the Facilities and uses them for its municipal functions. So long as the Certificates are outstanding, the District will not enter into any lease, use agreement or other contract or agreement respecting the Facilities which would

cause the Certificates to be considered “private activity bonds” or “private loan bonds” pursuant to the provisions of Section 141 of the Code.

6.2. ARBITRAGE CERTIFICATION. The Chairperson and Clerk being the officers of the District charged with the responsibility for issuing the First Supplemental Lease and Certificates pursuant to this resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with the provisions of Section 148 of the Code, and Section 1.148-2(b) of the Treasury Regulations, stating the facts, estimates and circumstances in existence on the date of issue and delivery of the First Supplemental Lease and Certificates which make it reasonable to expect that the proceeds of the First Supplemental Lease and Certificates will not be used in a manner that would cause the First Supplemental Lease and Certificates (if the interest component of the Rental Payments received by the registered owners of the Certificates were intended to be tax-exempt) to be an arbitrage bond within the meaning of the Code and Treasury Regulations. The District reserves the right to avail itself of any of the spending exceptions to arbitrage rebate set forth in Section 148(f) of the Code and related Treasury Regulations.

6.3. QUALIFIED TAX-EXEMPT OBLIGATIONS. The Board hereby designates the Lease as it relates to the Certificates and the Certificates as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of qualified tax-exempt obligations which are not private activity bonds which will be issued by the District during calendar year 2011 does not exceed \$10,000,000.

6.4. ARBITRAGE REBATE. The District acknowledges that the arbitrage rebate requirements of Section 148(f)(4)(D) of the Code are applicable to the Certificates. The District hereby covenants and agrees to make computations, retain records and pay amounts to the United States at the times and in the manner required by said Section 148(f)(4)(D) of the Code. The District reserves the right to avail itself of any of the spending exceptions to arbitrage rebate set forth in Section 148(f) of the Code and related Treasury Regulations.

6.5. REIMBURSEMENT. The District certifies that the proceeds of the Certificates will not be used by the District to reimburse itself for any expenditure with respect to the Facilities which the District paid or will have paid more than 60 days prior to the issuance of the Certificates unless, with respect to such prior expenditures, the District shall have made a declaration of official intent which complies with the provisions of Section 1.150-2 of the Regulations; provided that this certification shall not apply (i) with respect to certain de minimis expenditures, if any, with respect to the Facilities meeting the requirements of Section 1.150-2(f)(1) of the Regulations, or (ii) with respect to “preliminary expenditures” for the Facilities as defined in Section 1.150-2(f)(2) of the Regulations, including engineering or architectural expenses and similar preparatory expenses, which in the aggregate do not exceed 20% of the “issue price” of the Certificates.

SECTION 7. CONTINUING DISCLOSURE. (a) Purpose and Beneficiaries. To provide for the public availability of certain information relating to the Certificates and the security therefor and to permit the Purchaser and other participating underwriters in the primary offering of the Certificates to comply with amendments to Rule 15c2-12 promulgated by the SEC under the

Securities Exchange Act of 1934 (17 C.F.R. § 240.15c2-12), relating to continuing disclosure (as in effect and interpreted from time to time, the Rule), which will enhance the marketability of the Certificates, the District hereby makes the following covenants and agreements for the benefit of the Owners (as hereinafter defined) from time to time of the outstanding Certificates. The District is the only obligated person in respect of the Certificates within the meaning of the Rule for purposes of identifying the entities in respect of which continuing disclosure must be made. If the District fails to comply with any provisions of this section, any person aggrieved thereby, including the Owners of any outstanding Certificates, may take whatever action at law or in equity may appear necessary or appropriate to enforce performance and observance of any agreement or covenant contained in this section, including an action for a writ of mandamus or specific performance. Direct, indirect, consequential and punitive damages shall not be recoverable for any default hereunder to the extent permitted by law. Notwithstanding anything to the contrary contained herein, in no event shall a default under this section constitute a default under the Certificates or under any other provision of this resolution. As used in this section, Owner or Certificateowner means, in respect of a Certificate, the registered owner or owners thereof appearing in the bond register maintained by the Registrar or any Beneficial Owner (as hereinafter defined) thereof, if such Beneficial Owner provides to the Registrar evidence of such beneficial ownership in form and substance reasonably satisfactory to the Registrar. As used herein, Beneficial Owner means, in respect of a Certificate, any person or entity which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, such Certificate (including persons or entities holding Certificates through nominees, depositories or other intermediaries), or (b) is treated as the owner of the Certificate for federal income tax purposes.

(b) Information To Be Disclosed. The District will provide, in the manner set forth in subsection (c) hereof, either directly or indirectly through an agent designated by the District, the following information at the following times:

- (1) on or before 365 days after the end of each fiscal year of the District, commencing with the fiscal year ending June 30, 2011, the following financial information and operating data in respect of the District (the Disclosure Information):
 - (A) the audited financial statements of the District for such fiscal year, containing balance sheets as of the end of such fiscal year and a statement of operations, changes in fund balances and cash flows for the fiscal year then ended, showing in comparative form such figures for the preceding fiscal year of the District, prepared in accordance with generally accepted accounting principles promulgated by the Financial Accounting Standards Board as modified in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under Minnesota law, as in effect from time to time, or, if and to the extent such financial statements have not been prepared in accordance with such generally accepted accounting principles for reasons beyond the reasonable control of the District, noting the discrepancies therefrom and the effect thereof, and certified as to accuracy and completeness in all material respects by the fiscal officer of the District; and

- (B) to the extent not included in the financial statements referred to in paragraph (A) hereof, the information for such fiscal year or for the period most recently available of the type contained in the Official Statement under the headings: District Property Values; District Indebtedness; District Enrollment; and District Employment, which information may be unaudited.

Notwithstanding the foregoing paragraph, if the audited financial statements are not available by the date specified, the District shall provide on or before such date unaudited financial statements in the format required for the audited financial statements as part of the Disclosure Information and, within 10 days after the receipt thereof, the District shall provide the audited financial statements. Any or all of the Disclosure Information may be incorporated by reference, if it is updated as required hereby, from other documents, including official statements, which have been filed with the SEC or have been made available to the public on the Internet Web site of the Municipal Securities Rulemaking Board (the MSRB). The District shall clearly identify in the Disclosure Information each document so incorporated by reference. If any part of the Disclosure Information can no longer be generated because the operations of the District have materially changed or been discontinued, such Disclosure Information need no longer be provided if the District includes in the Disclosure Information a statement to such effect; provided, however, if such operations have been replaced by other District operations in respect of which data is not included in the Disclosure Information and the District determines that certain specified data regarding such replacement operations would be a Material Fact (as defined in paragraph (2) hereof), then, from and after such determination, the Disclosure Information shall include such additional specified data regarding the replacement operations. If the Disclosure Information is changed or this section is amended as permitted by this paragraph (b)(1) or subsection (d), then the District shall include in the next Disclosure Information to be delivered hereunder, to the extent necessary, an explanation of the reasons for the amendment and the effect of any change in the type of financial information or operating data provided.

- (2) In a timely manner not to exceed 10 business days, notice of the occurrence of any of the following:
 - (A) Principal and interest payment delinquencies;
 - (B) Non-payment related defaults, if material;
 - (C) Unscheduled draws on debt service reserves reflecting financial difficulties;
 - (D) Unscheduled draws on credit enhancements reflecting financial difficulties;
 - (E) Substitution of credit or liquidity providers, or their failure to perform;
 - (F) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB), or other material notices or determinations with respect to the tax status of the security or other material events affecting the tax-exempt status of the security;
 - (G) Modifications to rights of security holders, if material;
 - (H) Certificate calls, if material and tender offers;
 - (I) Defeasances;

- (J) Release, substitution, or sale of property securing repayment of the securities if material;
- (K) Rating changes;
- (L) Bankruptcy, insolvency, receivership, or similar event of the District;
- (M) Consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definite agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- (N) Appointment of a successor or additional trustee or the change of name of a trustee, if material.

As used herein, for those events that must be reported if material, a Material Fact is a fact as to which a substantial likelihood exists that a reasonably prudent investor would attach importance thereto in deciding to buy, hold or sell a Certificate or, if not disclosed, would significantly alter the total information otherwise available to an investor from the Official Statement, information disclosed hereunder or information generally available to the public. Notwithstanding the foregoing sentence, a Material Fact is also an event that would be deemed material for purposes of the purchase, holding or sale of a Certificate within the meaning of applicable federal securities laws, as interpreted at the time of discovery of the occurrence of the event.

- (3) In a timely manner, notice of the occurrence of any of the following events or conditions:
 - (A) the failure of the District to provide the Disclosure Information required under paragraph (b)(1) at the time specified thereunder;
 - (B) the amendment or supplementing of this section pursuant to subsection (d), together with a copy of such amendment or supplement and any explanation provided by the District under subsection (d)(2);
 - (C) the termination of the obligations of the District under this section pursuant to subsection (d);
 - (D) any change in the accounting principles pursuant to which the financial statements constituting a portion of the Disclosure Information are prepared; and
 - (E) any change in the fiscal year of the District.

(c) Manner of Disclosure.

- (1) The District agrees to make available to the MSRB, in an electronic format as prescribed by the MSRB from time to time, the information described in subsection (b).
- (2) The District further agrees to make available, by electronic transmission, overnight delivery, mail or other means, as appropriate, the information described in subsection (b) to any rating agency then maintaining a rating of the Certificates at the request of the District and, at the expense of such Certificateowner, to any

Certificateowner who requests in writing such information, at the time of transmission under paragraph (1) of this subsection (c), or, if such information is transmitted with a subsequent time of release, at the time such information is to be released.

- (3) All documents provided to the MSRB pursuant to this subsection (c) shall be accompanied by identifying information as prescribed by the MSRB from time to time.

(d) Term; Amendments; Interpretation.

- (1) The covenants of the District in this section shall remain in effect so long as any Certificates are outstanding. Notwithstanding the preceding sentence, however, the obligations of the District under this section shall terminate and be without further effect as of any date on which the District delivers to the Registrar an opinion of Bond Counsel to the effect that, because of legislative action or final judicial or administrative actions or proceedings, the failure of the District to comply with the requirements of this section will not cause participating underwriters in the primary offering of the Certificates to be in violation of the Rule or other applicable requirements of the Securities Exchange Act of 1934, as amended, or any statutes or laws successor thereto or amendatory thereof.
- (2) This section (and the form and requirements of the Disclosure Information) may be amended or supplemented by the District from time to time, without notice to (except as provided in paragraph (c)(3) hereof) or the consent of the Owners of any Certificates, by a resolution of this Board filed in the office of the recording officer of the District accompanied by an opinion of Bond Counsel, who may rely on certificates of the District and others and the opinion may be subject to customary qualifications, to the effect that: (i) such amendment or supplement (a) is made in connection with a change in circumstances that arises from a change in law or regulation or a change in the identity, nature or status of the District or the type of operations conducted by the District, or (b) is required by, or better complies with, the provisions of paragraph (b)(5) of the Rule; (ii) this section as so amended or supplemented would have complied with the requirements of paragraph (b)(5) of the Rule at the time of the primary offering of the Certificates, giving effect to any change in circumstances applicable under clause (i)(a) and assuming that the Rule as in effect and interpreted at the time of the amendment or supplement was in effect at the time of the primary offering; and (iii) such amendment or supplement does not materially impair the interests of the Certificateowners under the Rule.

If the Disclosure Information is so amended, the District agrees to provide, contemporaneously with the effectiveness of such amendment, an explanation of the reasons for the amendment and the effect, if any, of the change in the type of financial information or operating data being provided hereunder.

- (3) This section is entered into to comply with the continuing disclosure provisions of the Rule and should be construed so as to satisfy the requirements of paragraph (b)(5) of the Rule.

SECTION 8. ADDITIONAL AUTHORIZATIONS. In the absence or other unavailability of the Chairperson, any document authorized in this resolution to be executed by the Chairperson may be executed by the Acting Chairperson and, in the absence or other unavailability of the Clerk, any document authorized in this resolution to be executed by the Clerk may be executed by the Acting Clerk.

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

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

GROUP: Facilities Committee

DATE: April 19, 2011

TIME: 8:30 – 10:30 AM

LOCATION: DSC Board Room

PROTOCOLS:

Decisions will be made via consensus on the agenda items.

CONVENER: Tom Shultz

FACILITATOR: Peyton Robb

ATTENDING: Jeff Callinan (J.E. Dunn), Lea Dahl, Don Draayer, Janet Johnson, Linda Johnson, Michèle Kunz, Sandy Lewandowski, Peyton, Robb, Mark Thiede (TSP), Rick Wessling (TSP), Jeff Walker (J.E. Dunn)

LONG TERM PURPOSE

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

AGENDA ITEMS	OUTCOMES	TIME BUDGETED	ACTION
1. J.E. Dunn Kick-Off Construction Meeting	<ul style="list-style-type: none"> Committee members will review meeting agenda 	20 minutes Mark Thiede	The first construction meeting for the NEC project was held at J.E. Dunn Offices in Eden Prairie on Wednesday April 6 th . District 287, TSP and first sub contractors to work on site were in attendance. Basic information was provided; travel routes, trailer locations, etc were discussed. Future meetings will be held Tuesday afternoons at 2 p.m. at the NEC site. <ul style="list-style-type: none"> Construction started 4/18/11 Rebar in concrete in Area A Steel pre-ordered; shop drawings coming through
2. Weekly Risk Report, WRR	<ul style="list-style-type: none"> Committee members will understand the most recent Weekly Risk Report (WRR) 	20 minutes Jeff Walker Site Supt. Jeff Callinan Project Manager	Two risks have been identified: <ol style="list-style-type: none"> TSP Drawings to be completed by April 18th District 287 demolition contractor to have demolition completed for construction start by April 15th Both items completed as needed so no impact to project. <ul style="list-style-type: none"> These reports will be submitted on Friday each week during construction A categorized recap is shown as a table on the bottom of each report. Also noted that J.E. Dunn sends the information to ASU, who then completes report.
3. Demolition Progress	<ul style="list-style-type: none"> Committee members will receive an update of the Hosterman demolition. Committee members will understand the NEC budget correction related to the 	30 minutes Mark Thiede	Mark T provided the demolition update. Doboszinski is currently working on sites A and C for soil correction. Nothing out of the ordinary. (See 3 rd bullet point below.) The original Action Item to the full Board did not include the Addendum for additional \$3,150 for the removal of ash trees along Zealand Avenue. The tree removal was something discussed with the City of New Hope and recommended by them relating to the Emerald Ash Bore infestation, i.e. taking the trees down now rather than later.

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.

	<p>Doboszenski contract and removal of the trees along Zealand Ave.</p> <ul style="list-style-type: none"> Members will be asked to recommend approval to the Board for costs associated with soil correction work to be applied to the NEC contingency. 		<p>A motion to recommend that the Board approve the corrected amount for the contract with Doboszenski & Sons was made by Don Draayer, seconded by Linda Johnson, and passed unanimously.</p> <p>Soils correction is in progress; nearly completed with no delay to project.</p> <ul style="list-style-type: none"> This is not part of Best Value Doboszenski is currently working on correction of site B1 and B2. This is a 12' excavation. The soil will be mixed with crushed material, retested and filled in. The Board Facilities Committee was kept informed of this work by Sandy L. who authorized the correction in order to proceed in a timely manner and not impact the construction schedule. The final cost will be submitted after completion as confirmed by the Soils Engineer. There may be additional pockets as footings are dug (which is also part of Phase I). There could be additional corrections needed under J.E. Dunn Phase II as well. <p>There will be a check-in close to the time of the Board meeting to determine if we have been provided with the final cost figure. The approximate figure we have been given is \$45,000 related to Phase I.</p> <p>A motion to recommend to the Board approval of the Change Order (providing there is no significant change) was made by Linda Johnson, seconded by Michèle Kunz and passed unanimously.</p>
<p>4. Perimeter Fence at Construction Site</p>	<ul style="list-style-type: none"> Committee members will be asked to recommend approval to the Board for costs associated with the installation of the fence around Hosterman last summer so that abatement & demolition could commence. 	<p>15 minutes Janet Johnson</p>	<p>Very short discussion took place regarding the installation of a temporary fence at the construction site required to protect the site from intruders and trespassers. The fence was needed prior to the beginning of the project and will stay in place for the duration of the construction project.</p> <p>The cost was paid from the operating costs and are considered part of the project cost to be reimbursed from the financing.</p> <p>A motion that the \$11,800 cost for the fence be covered by the project contingency funds was made by Don Draayer, seconded by Michèle Kunz, and passed unanimously.</p>
<p>5. MultiVista Project</p>	<ul style="list-style-type: none"> The group will learn about this project and understand the implications for implementation. The Committee will decide if we will do the Multivista project. If we proceed, members will be 	<p>webX with Don Cate from Multivista 20 minutes Janet Johnson 15 minutes</p>	<p>There was a presentation by Don Cate from Multivista on the advantages of their digital photography process. Take aways:</p> <ul style="list-style-type: none"> Follows base line construction process All photos categorized, indexed and linked back to drawings Accessible within 24 hours. Encryption tool same as Homeland Security 97% documentation <p>Following the presentation, pros and cons of this process were discussed. Take aways:</p>

	asked to recommend approval of \$50K additional spending from the contingency to the Board.		<ul style="list-style-type: none"> • Site Supervisor will be taking daily photos (date stamped) • Use of demountable walls, not permanent (in many cases) • Tom S to revisit with TSP when he returns. <p>The decision was made to rely on “as-built” drawings and explore redesigning the scope of the Multivista process to reduce the cost to the District prior to asking for Board approval. This will be revisited at the next Board Facilities Committee meeting.</p>
6. NEC Finance Report	<ul style="list-style-type: none"> • The group will discuss the monthly NEC Finance Report and approve of its use each month. 	Janet Johnson 30 minutes	<p>Janet J premiered the Finance Report which will be provided each month. This document will be used to updated the full Board.</p> <ul style="list-style-type: none"> • Tomorrow, 4/20/11, rating call with Moody • 4/27/11 – pricing will be received for 4/28/11 Board meeting. <p>The Committee will be alerted of any significant changes.</p>

HANDOUTS:

1. **J. E. Dunn Initial Construction Meeting Agenda**
2. **J. E. Dunn Construction Schedule**
3. **Weekly Risk Report, WRR**
4. **Tom Shultz Memo re: Soil Correction**
5. **Tom Shultz Memo re: Budget Correction for the Doboszanski Contract**
6. **Tom Shultz Memo re: Fence**
7. **Tom Shultz Memo re: MultiVista Project**
8. **NEC Monthly Finance Report**



**North Education Center
Subcontractor Kick-off Meeting
April, 6th, 2011**

Agenda

1. Key Personnel / Project Directory / Lines of Communication

A. Owner

1. Tom Shultz – District 287 Director of Facilities

B. Architect

1. Mark Kusnierek – TSP, Inc.

C. JE Dunn

1. Jeff Callinan – Vice President
2. Drew Muntefering – Assistant Project Manager
3. Jeff Walker - Superintendent
4. Anne Schamber – Project Coordinator
5. Pam Johnson – Project Accountant

2. Administration

- A. Must complete pre-qualification information in JE Dunn Subcontractor Management System
- B. Insurance Certificate is needed prior to being on site
- C. Application for Payment – Due 25th of each month
 1. Lien Waivers
- D. Certified Payroll - Prevailing Wage
- E. Drawing Distribution (large files)
 1. FTP Site - JED
 2. Print your own drawings
 3. Reconciled Drawings with Alternate #1 & Value Add incorporated to be issue on April 12th.

3. Procedures

- A. This is a Best Value Project
- B. Progress Meetings – Days/Times TBD
- C. Submittals & Shop Drawings – Electronically
- D. RFIs – Electronically
- E. Substitution Requests - ASAP
- F. Testing and Inspections - Braun
- G. Field Work Orders verify hours only. Change Orders authorize work for a price.

4. Construction Schedule

- A. Schedule Overview
 - 1. Progress from Area A – Area B1 – Area B2 – Area C
 - 2. Start Footings 4/18/11 or sooner
 - 3. Start Erecting Steel Columns 6/8/11 or sooner
- B. Geothermal starts 4/18/11 – complete by August
- C. North Parking Lot 1st lift fall 2011

5. Logistics / Phasing

- A. Construction Limits
- B. Parking
- C. Site Office and Storage Area
- D. Security
- E. Sequence
- F. SWPPP / Street cleaning
- G. Work Hours – 7:00 a.m. – 3:30 p.m. (or as coordinated through Jeff Walker)

6. Construction

- A. Storage
- B. First Aid
- C. Safety
- D. Progress Cleaning – By Subs
- E. Deliveries

NORTH EDUCATION CENTER Construction Schedule With 3rd Floor Alternate



ID	Task Name	Duration	Start	Finish	2011												2012										
					a	e	a	p	a	u	Jul	u	e	c	o	e	a	e	a	p	a	u	Jul	u	e		
1	NORTH EDUCATION CENTER	395 days	Mon 2/7/11	Fri 8/24/12	▶																						
2	PRECONSTRUCTION	33 days	Mon 2/7/11	Thu 3/24/11	▶																						
3	Proposals Due	0 days	Mon 2/7/11	Mon 2/7/11	▶																						
4	Interview Shortlisted Vendors	0 days	Fri 2/18/11	Fri 2/18/11	▶																						
5	Identify Potential Best Value Vendor	0 days	Fri 2/18/11	Fri 2/18/11	▶																						
6	Pre-Award Period	21 days	Fri 2/18/11	Fri 3/18/11	▶																						
7	Pre-Award Meeting	0 days	Fri 3/18/11	Fri 3/18/11	▶																						
8	Award of Contract	4 days	Fri 3/18/11	Wed 3/23/11	▶																						
9	Notice to Proceed	0 days	Thu 3/24/11	Thu 3/24/11	▶																						
10	PROCUREMENT - LONG LEAD ITEMS	114 days	Fri 2/18/11	Fri 7/29/11	▶																						
11	Permits	49 days	Fri 2/18/11	Wed 4/27/11	▶																						
12	Building Permit	25 days	Fri 2/18/11	Thu 3/24/11	▶																						
13	Geothermal Permits	25 days	Thu 3/24/11	Wed 4/27/11	▶																						
14	SWPPP Permits	10 days	Thu 3/24/11	Wed 4/6/11	▶																						
15	Structural Steel Submittals / Procurement	105 days	Thu 3/3/11	Fri 7/29/11	▶																						
16	Area A (quick ship)	68 days	Thu 3/3/11	Tue 6/7/11	▶																						
17	Submittals	25 days	Thu 3/3/11	Wed 4/6/11	▶																						
18	Submittal Approvals	8 days	Thu 4/7/11	Mon 4/18/11	▶																						
19	Lead Time (7 weeks)	35 days	Tue 4/19/11	Tue 6/7/11	▶																						
20	Area B-1	60 days	Thu 4/7/11	Thu 6/30/11	▶																						
21	Submittals	10 days	Thu 4/7/11	Wed 4/20/11	▶																						
22	Submittal Approvals	10 days	Thu 4/21/11	Wed 5/4/11	▶																						
23	Lead Time (8 weeks)	40 days	Thu 5/5/11	Thu 6/30/11	▶																						
24	Area B-2	60 days	Thu 4/21/11	Fri 7/15/11	▶																						
25	Submittals	10 days	Thu 4/21/11	Wed 5/4/11	▶																						
26	Submittal Approvals	10 days	Thu 5/5/11	Wed 5/18/11	▶																						
27	Lead Time (8 weeks)	40 days	Thu 5/19/11	Fri 7/15/11	▶																						
28	Area C	60 days	Thu 5/5/11	Fri 7/29/11	▶																						
29	Submittals	10 days	Thu 5/5/11	Wed 5/18/11	▶																						
30	Submittal Approvals	10 days	Thu 5/19/11	Thu 6/2/11	▶																						
31	Lead Time (8 weeks)	40 days	Fri 6/3/11	Fri 7/29/11	▶																						
32	Footings Submittals / Procurement	43 days	Mon 3/14/11	Wed 5/11/11	▶																						
33	Area A	25 days	Mon 3/14/11	Fri 4/15/11	▶																						
34	Submittals	15 days	Mon 3/14/11	Fri 4/1/11	▶																						
35	Submittal Approvals	5 days	Mon 4/4/11	Fri 4/8/11	▶																						
36	Lead Time	5 days	Mon 4/11/11	Fri 4/15/11	▶																						
37	Area B-1	18 days	Mon 4/4/11	Wed 4/27/11	▶																						

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Intermediate District 287

Weekly Risk Report

April 20, 2011

Project Name: North Education Center	Risk Rating: <u>1.0</u>
Project ID: 12/1/2010	Percent Complete: <u>16%</u>
Contractor: JE Dunn	Overall PM Risk Satisfaction: <u>#DIV/0!</u>
Project Type: General Construction	Risks: <u>2</u>
Award Method: RFP - PIPS Best Value	Risks Unresolved: <u>2</u>
	Risks resolved but no Change Order: <u>0</u>

Cost Analysis

Allocated Funds: \$27,100,000
 Awarded Cost: \$25,987,230

Potential Cost Increases: \$0
 Potential Final Cost \$25,987,230

Actual Cost Increases: \$0
Actual Final Cost: \$25,987,230

Percent Increase in Cost 0.0%

Contractor Change Order Rate 0.0%

Non-Contractor Change Order Rate 0.0%

Schedule Analysis

Notice to Proceed Date: 3/24/2011
 Original Completion Date: 8/24/2012

Potential Project Delays: 0
 Potential Completion Date 8/24/2012

Actual Project Delays: 0

Actual Completion Date: 08/24/12

Percent Delayed 0.0%

Contractor Delay Rate 0.0%

Non Contractor Delay Rate 0.0%

Project Schedule Analysis	Total Number of Risks	Potential Schedule Impacts	Potential Cost Impacts	Actual Schedule Impacts	Actual Cost Impacts
1) NO RISKS	3	0	\$ -	0	\$ -
2) CLIENT ISSUE / IMPACT	1	0	\$ -	0	\$ -
3) CONTRACTOR ISSUE / IMPACT	0	0	\$ -	0	\$ -
4) DESIGN ISSUE / IMPACT	1	0	\$ -	0	\$ -
5) UNFORESEEN IMPACT	0	0	\$ -	0	\$ -
	2	0	\$0	0	\$0

NO	DATE ENTERED	RISK CATEGORY	RISK DETAILS	PLANNED RESOLUTION DATE	ACTUAL DATE RESOLVED	IMPACT TO OVERALL PROJECT DURATION (In Days)	IMPACT TO OVERALL PROJECT COST	CHANGE ORDER NUMBER	PM SATISFACTION RATING
Example	1/15/09	Please identify the party responsible for the risk from the drop down menu	Please describe the details of the risk: 1. What is the risk / why was it unexpected? 2. What will be done / what is plan to minimize this risk? 3. Who is responsible for resolving the issue? 4. What is an estimated impact of the risk? 5. Any updates to this risk (if applicable)	2/15/09	2/1/09	15	\$10,000	1	5
1	3/25/11	1) NO RISKS							
2	3/31/11	2) CLIENT ISSUE / IMPACT	1. Doboszinski may not complete Phase I to allow us to start on time (not our contract). 2. We have some limited flexibility if they can complete Area A by 4/15/11 3. Doboszinski and Intermediate District #287 4. Estimated time schedule delay of TBD days. 5.	4/15/11		0			
3	3/31/11	4) DESIGN ISSUE / IMPACT	1. TSP to provide a coordinated 'construction set' of drawings prior to 4-15-11 2. Keep open dialogue with the design team to help resolve any potential issues. 3. TSP 4. Estimated time schedule delay of TBD days. 5.	4/18/11		0			
4	4/8/11	1) NO RISKS	No risks identified this week.						
5	4/15/11	1) NO RISKS	No risks identified this week.						

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

Regular Meeting – April 28, 2010

AGENDA SECTION: Administrative Services / Facilities Report

ITEM: Doboszenski & Sons Change Order

PRESENTED BY: Thomas Shultz, Director of Facilities

1. Background Information

Phase 1 of the NEC construction project is the demolition and site preparation work for the actual construction of the North Education Center. Not known, but not unexpected, was the discovery of unsuitable soils conditions discovered under the southeast wing of the pre-existing building. The conditions were such that corrections were required prior to construction. Direction was given by Superintendent Lewandowski to proceed with Board approval to follow. This action was taken to prevent any delay in the construction schedule by waiting a month for Board approval.

The Board Facilities committee was asked to make the recommendation to approve the Change Order from Doboszenski & Sons for the needed soils correction at the North Education Center. A motion to approve the Change Order was made by Linda Johnson seconded by Michèle Kunz and approved unanimously at the Board Facilities Committee meeting held April 19, 2011.

The Facilities Committee recommends that the Board approve the Change Order for approximately \$45,000 for the needed soils correction at the North Education Center site. We hope to have the final figure prior to the April 28, 2011 Board meeting.

Total (estimate) \$ 45,000.00

Fiscal Impact/Funding Source: Funded from the contingency funds in the NEC project budget.

3. RECOMMENDED ACTION: Recommendation for Board to approve the Change Order from Doboszenski & Sons for the needed soils correction at the North Education Center site for the amount of approximately \$45,000.00.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

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

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

M E M O R A N D U M

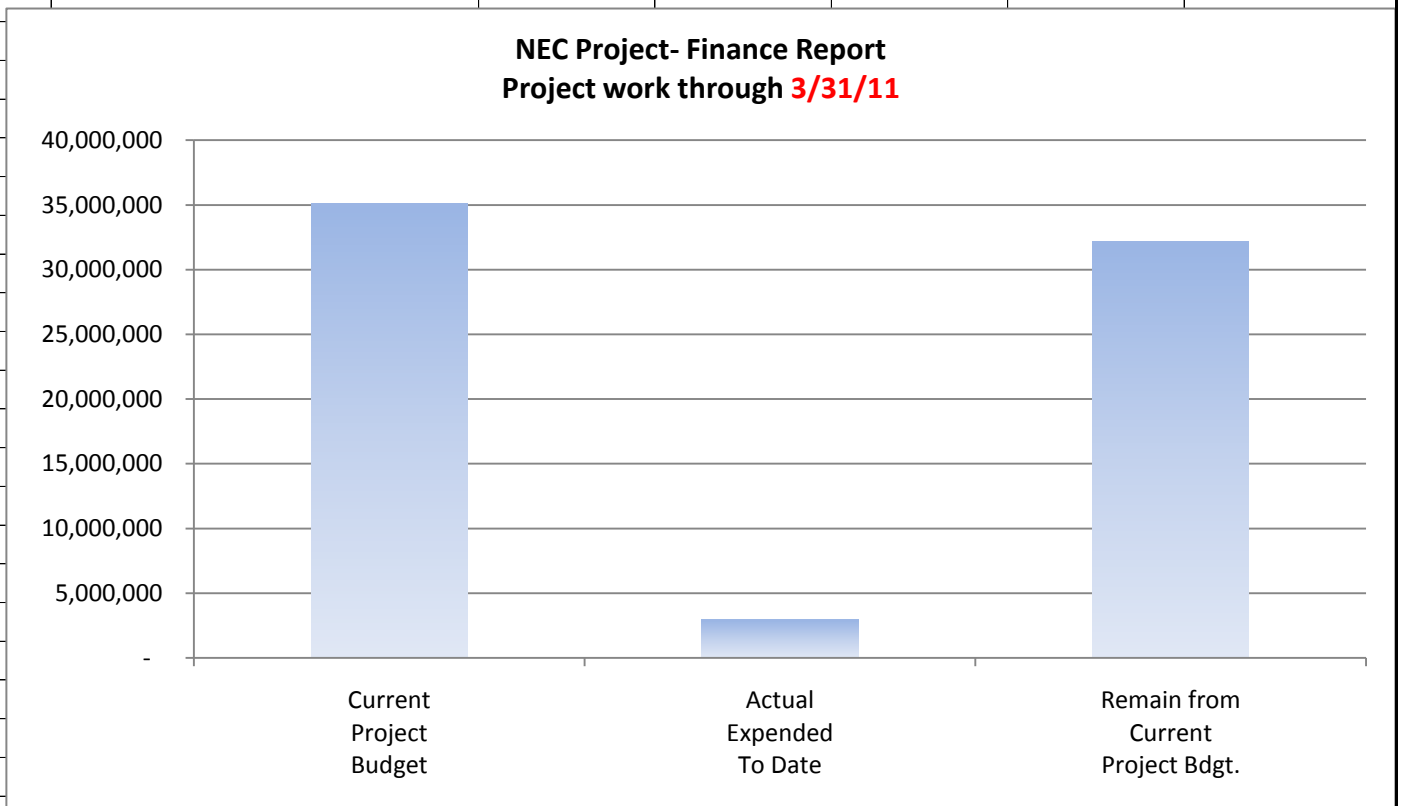
Date: April 19, 2011
To: Board Facilities Committee
From: Thomas Shultz, Director of Facilities
RE: Change Order #1, Soils Correction

Phase 1 of the NEC construction project is the demolition and site preparation work for the actual construction of the North Education Center. Not known, but not unexpected, was the discovery of unsuitable soils conditions discovered under the southeast wing of the pre-existing building. The conditions were such that corrections were required prior to construction. Direction was given by Superintendent Lewandowski to proceed with Board approval to follow. This action was taken to prevent any delay in the construction schedule by waiting a month for Board approval.

The estimated cost for this work was determined to be \$45,000 and the work will be completed with no impact to Phase II schedule.

I am requesting that the Board Facilities Committee recommend that the District 287 Board approve this change order.

ISD 287						
NEC Project- Finance Report:				(thru 3/31/11)		
<u>Crs</u>	<u>Category</u>	<u>Original Project Budget</u>	<u>Contingency Use</u>	<u>Current Project Budget</u>	<u>Actual Expended To Date</u>	<u>Remain from Current Project Bdgt.</u>
500	Land Purchase	1,175,000	-	1,175,000	1,182,400	(7,400)
500	Construction Cost	27,475,252	3,150	27,478,402	1,379,127	26,099,275
501	Design & Consultant Fees	2,208,411	-	2,208,411	233,278	1,975,133
502	Owner Administrative Costs	311,066	-	311,066	135,817	175,249
503	Furnishings, Fixtures & Equipment	2,572,239	-	2,572,239	-	2,572,239
500	Construction Contingency	1,357,613	(3,150)	1,354,463	n/a	1,354,463
		35,099,581	-	35,099,581	2,930,622	32,168,959



Contingency Use:					
<u>Description</u>	<u>Amt.</u>	<u>To</u>	<u>Aprvl. Date</u>	<u>Approved By</u>	
- tree removal part of site prep	\$ 3,150	Doboszanski & Sons	9/23/2010	Administration	
	\$ 3,150				

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: April 19, 2011

TO: Sandra Lewandowski, Superintendent

FROM: Anne C. Becker, Attorney at Law

RE: Information regarding Negotiations Process

The District's negotiating team (Colleen Baumtrog, Michelle Axell and Anne Becker) has been meeting with Education Minnesota Local 2209's negotiating team and several members of its Executive Council since the fall. These meetings have gone very well and resulted in a collaborative process in which we have explored a number of issues including health insurance, the current financial climate, and the upcoming negotiations cycle.

On March 24, 2011, the negotiating teams met with a representative from the Bureau of Mediation Services (BMS) for a full-day training on a method of negotiations called interest-based collective bargaining (IBCB). IBCB is a process by which the negotiators focus on issues rather than positions, and seek to reach consensus on each of the subjects for bargaining. This is in contrast to the traditional model in which both parties start at either end of a spectrum and expect to end up somewhere in the middle. Following this training, each of the negotiating teams met separately to discuss the merits of IBCB versus traditional bargaining and decide whether to adopt this method in negotiating the next contract.

In addition to discussing the merits of IBCB, the District's negotiating team polled other school districts that have used this method. We posed several questions to the negotiators for these districts, including whether they had continued to use the method over time and whether they would recommend its use. The response was overwhelmingly positive. Those who have used this method were particularly complimentary about the potential for IBCB to improve the relationship between the District and the Union. While, as you know, we have a very good relationship with Local 2209, the last round of negotiations placed a strain on that relationship. We would like to continue to build up the relationship and increase the trust between the two sides, and the information we received from other districts indicated that this was a good process for achieving those goals.

The negotiating teams met again on April 13 and decided to use IBCB in negotiating the next contract. We will work with a representative from BMS who will facilitate the process.

Please let me know if you have any questions or would like more information.

Intermediate District 287

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INTER-OFFICE MEMORANDUM

DATE: April 19, 2011

TO: Sandra Lewandowski, Superintendent

FROM: Anne C. Becker, Attorney at Law

RE: Update on the Status of Ongoing Studies in the Human Resources Area

Staff in the Human Resources Department are conducting a study of all of the job classifications in the School Service Employees International Union (SEIU) Local 284 bargaining unit. The unit includes clerical, food service and building maintenance positions, as well as the District's Brailleists. These positions have not been reviewed for many years and the job descriptions need to be updated to reflect the greater emphasis on technology, as well as other changes in the expectations for employees in these roles.

Another impetus for this study is the steady increase over time in the number of employees in these positions who have sought reclassification to a higher grade. This study will indicate whether positions have been properly classified or if changes are needed.

The anticipated completion date for studying all of the clerical positions (the majority of the bargaining unit) is June 30, 2011. The other positions will be studied over the summer months.

In addition to the job classification study, the HR Department has been analyzing current HR staff roles and responsibilities and exploring whether the Department's current organizational structure is the most efficient and effective. Just as the SEIU Local 284 positions and employee expectations have changed over time, technological advances as well as legal and regulatory changes have raised the expectations for, and required knowledge base of, HR staff.

One of the most important functions of an HR department is to administer benefit programs. Employee benefits, with all of their fiscal implications, require a close working relationship with Finance Department staff. The study of HR functions includes an evaluation of the work flow and processes of both departments in the area of benefits administration. The recent departure of the Payroll Specialist in conjunction with the HR study provided a valuable opportunity to re-examine roles on both sides of the benefits equation.

I anticipate that both studies described above will bring employee roles and responsibilities more in line with current District needs and with the priorities outlined in the strategic plan. There will be changes to job classifications as a result of these studies and HR staff will likely change certain processes in order to become more efficient, make better use of available technology, and enhance customer service.

In addition to the internal studies described above, the District has retained Springsted, Inc. to conduct a survey of the salary and benefits for all employee groups in District 287 and their equivalents in member districts. This survey is modeled on the one conducted by an independent consultant in 2007 and will serve to update that data.

Member district HR staff have been helpful in assisting Springsted in compiling the necessary data and ensuring that the survey is making “apples to apples” comparisons to the extent possible. Preliminary results of the study will be shared with member district HR directors to confirm their accuracy. The salary and benefits survey may result in recommended changes to District salary and benefit levels if the data indicates that employee compensation is not in line with member districts.

I look forward to reporting on the final results of these studies when they are completed. Please let me know if you have any questions concerning any of these efforts.

April 1, 2011

RE: 2010-2011 Superintendent Evaluation Process

Dear Board Members,

We are approaching this year's opportunity to evaluate the Superintendent, please note the upcoming important dates.

Superintendent Evaluation Procedure for 2010-2011	
May 12 Board Meeting	<ul style="list-style-type: none">• Sandy will provide the board with a written progress report which will be included in the May 6th BoardBook upload. (This information is very helpful as you complete the evaluation form.)• A hard copy of the evaluation form will be provided to each board member.
May 12-20	<ul style="list-style-type: none">• Individual board members will fill out the online superintendent evaluation form using SurveyMonkey. Each question will have a comment area for: 1) Commendations and 2) Opportunities for Action
May 20-26	<ul style="list-style-type: none">• The Board Chair will compile the individual assessments into a composite appraisal with no names attached.
May 26 Board Meeting	<ul style="list-style-type: none">• The composite appraisal, including graphs, will be given to each board member and the superintendent.
June 9 Board Meeting (The entire board meeting is devoted to the superintendent evaluation)	<ol style="list-style-type: none">1. The board will first meet without the superintendent to discuss the assessments, understand reasons for any major differences in individual assessments and identify commendations and opportunities for action to be discussed with Sandy.2. The board will then meet with the superintendent to discuss the Board's assessment, commendations and opportunities for action in 2011-12.3. Brief discussion on this year's evaluation procedure and evaluation form. What worked and what could be improved for next year?
June 24 Board Meeting	<ul style="list-style-type: none">• The Board Chair will provide a summary of the superintendent evaluation meeting.

The revised **Superintendent Evaluation Form** for 2010-11 is attached.

Thanks for everyone's help in this important role of the board!

Ann Bremer
Board Chair
952-472-9062
ajbremer@district287.org

Superintendent Performance Evaluation SURVEY

PART 1: ADMINISTRATIVE/MANAGERIAL PERFORMANCE

Performance Ratings	Description
Outstanding Performance	Superintendent performance is clearly outstanding and consistently exceeds the requirements and the expectations of job. Based on job responsibilities, the superintendent makes extraordinary contributions to the district's mission.
Excellent Performance	Superintendent demonstrates performance beyond expectations for the job. Performance is well above the competent level.
Successful Performance	Superintendent performance meets the criteria and standards of the job. Performance is steady, reliable and goal oriented.
Needs Improvement Performance	Superintendent meets some, but not all expectations. Performance is marked with inconsistency demonstrated through periods of poor job performance. Performance requires improvement or further development.
Unsatisfactory Performance	Superintendent performance is unacceptable and does not meet standards. Major improvement is needed.
Insufficient Information	There is insufficient data to make a determination on this question.

ADMINISTRATIVE/MANAGERIAL PERFORMANCE		Outstanding Performance	Excellent Performance	Successful Performance	Needs Improvement	Unacceptable Performance	Insufficient Information
<p><i>NOTE: Each question will have a comments area for</i> 1) Commendations 2) Opportunities for Action</p>							
A. Leadership							
	1. Provide overall leadership and serve as a catalyst for district-level planning, implementation, coordination and evaluation in order to position the District for ongoing success						
	2. Ensure the district provides a safe, productive learning environment and promotes quality learning in order to foster high performance for all learners						
	3. Initiate, foster and strengthen partnerships with member districts, community, legislators and government entities to respond to the needs of member districts and students/families						
	4. Develop a District culture that encourages innovation, collaboration, stakeholder involvement, respect, integrity and dependability						

ADMINISTRATIVE/MANAGERIAL PERFORMANCE		Outstanding Performance	Excellent Performance	Successful Performance	Needs Improvement	Unacceptable Performance	Insufficient Information
<p><i>NOTE: Each question will have a comments area for</i> 1) Commendations 2) Opportunities for Action</p>							
B. Financial Management							
	5. Oversee all financial operations of the District, prioritize the needs of the students, provide cost effective programs and services, and recommend budgets to the School Board. Ensure the proper management of all fiscal resources of the District within the approved budget						
C. Operational Management							
	6. Oversee all support activities of the District including labor relations and human resources; student information systems; facility management, including buildings and grounds; emergency preparedness; risk management; health and safety; construction; food service programs; legal services; pupil transportation service; technology purchasing; tuition billing and payroll systems						
	7. Implement Board Policy and recommend the need for new or revised policies						
D. Board Relations							
	8. Inform and advise the Board about the educational needs of the students, instructional best practices, and important issues of the District						
	9. The superintendent works with the board in a climate of professionalism and mutual respect. He/she is accessible to and communicates effectively with all board members						
E. Employee Relations							
	10. Provide leadership in the recruitment, retention and recognition of high performing District employees. Negotiate and administrate labor agreements in a fair, professional and fiscally responsible manner						
F. Stakeholder Relations							
	11. Communicate effectively with member districts, parents, students and community members. Serve as chief spokesperson for the District						
	12. Responsive to member districts, parents, students and community members in a timely, respectful manner						

PART 2: ACHIEVEMENT of 2010 STRATEGIC PLAN "RESULTS"

Performance Ratings	Description
Fully achieved	The Result has been fully achieved.
Progress is being made	Progress is being made toward the achievement of this Result.
Reasonable progress NOT made	Reasonable progress is NOT being made toward the achievement of this Result.
Insufficient Information	There is insufficient information to make a determination.

NOTE: Each question will have a comments area for 1) Commendations 2) Opportunities for Action.

Overall Strategic Objectives by 2013, each member district will...		Result fully achieved	Progress is being made	Reasonable progress is NOT being made	Insufficient Date
1) Declare satisfaction with the value and effectiveness of specialized services delivered to it by Intermediate District 287. 2) Declare that Intermediate District 287 services are vital to ensure that the member district can meet the unique learning needs of its students					
Strategy 1					
We will design and implement communication systems to include accurate and trusted data that guide individual and collective decision-making and clarify perceptions.					
	2010 RESULT 1.2 Optimal web based and/or other tools have been selected and launched that visually present real time customized data for each district in order for them to make decisions				
Strategy 2					
We will develop streamlined and transparent communication and decision-making systems to build trust and relationships to achieve our strategic objectives					
	2010 RESULT 2.4 A clear, concise system of decision making is established, understood, and used to meet the unique needs of individual districts				
Strategy 3					
We will design and when necessary redesign a continuum of direct and indirect innovative services with the priority to ensure that each member district can meet the unique learning needs of its students.					
	2010 RESULT 3.3 District 287 uses quality indicators to evaluate, modify, and continually improve a spectrum of cost-effective direct and indirect services				
Measurement of Strategic Objectives					
	2010 RESULT 1 All District 287 and key member district staff understand the mission and process for assessing the strategic objectives.				
	2010 RESULT 2 Dynamic and flexible measurement tools essential for assessing the strategic objectives are being used by District 287 and each member district.				

PART 3: ACHIEVEMENT of 2010 SUPERINTENDENT GOALS

Performance Ratings	Description
Fully achieved	The Goal has been fully achieved.
Progress is being made	Progress is being made toward the achievement of this Goal.
Reasonable progress NOT made	Reasonable progress is NOT being made toward the achievement of this Goal.
Insufficient Information	There is insufficient information to make a determination.

Achievement of Superintendent Goals		Goal fully achieved	Progress is being made	Reasonable progress is NOT being made	Insufficient Date
<p>NOTE: Each question will have a comments area for 1) Commendations 2) Opportunities for Action.</p>					
1.	Through discretionary revenue sources (MA Billing, Comp Ed, federal JOBS allocation or grants), operational budgets will maintain or increase resources to strategic priorities while minimizing the impact on tuition rates.				
2.	The School Board will be provided data 1) to demonstrate the value of major spending decisions; and, 2) to finalize the financing of the North Education Center (NEC) with confidence that lease levy amounts will be held within current levels (assuming a 5% inflation factor).				
3.	Using credible data and a collaborative/innovative process, member district Superintendents will be provided an opportunity to consider a regional initiative to increase school completion rates in Hennepin County.				
4.	Establish an integrated system whereby formative assessments facilitate instruction that results in improved student achievement.				
5.	Guide the withdrawal of the Bloomington School District from 287 to a fair and well-communicated conclusion for all member districts, and, provide a model for future withdrawals or additions to the Intermediate.				

Part 4: ADDITIONAL COMMENTS

Is there anything else you would like to add?

COMMENDATIONS:

OPPORTUNITIES for ACTION:

Part 5 REVIEW of the SUPERINTENDENT EVALUATION SURVEY

WHAT WORKED WELL?

WHAT COULD BE IMPROVED?

Intermediate District 287

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UNIFORM PROCEDURE

SUBJECT: Superintendent Evaluation
RELATES TO POLICY SERIES: Board Officers & Operations
BOARD APPROVED: February 24, 2011
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.

April 2011
vol 8 • no 7

South St. Paul: Minnesota's First K-12 IB World Schools District— Setting the Standard for Rigorous and Relevant Education in the 21st Century

[South St. Paul Public School District](#), the first K-12 International Baccalaureate (IB) World Schools District in Minnesota, is building a better graduate. From kindergarten through 12th grade, the IB framework is helping all South St. Paul students become Inquirers, Knowledgeable, Thinkers, Communicators, Principled, Open-minded, Caring, Risk-takers, Balanced, and Reflective. These characteristics, described in the [IB Learner Profile](#), are attributes that best describe the internationally-minded, lifelong learners we seek to develop through our three IB programs.

The IB Learner Profile is not intended to be a profile of the perfect student, but instead, a roadmap for the pursuit of lifelong 21st Century learning—it places the student at the heart of IB programs and focuses on the processes and outcomes of learning. The following activities are representative of the projects our students have recently pursued along this roadmap:

- Our Elementary students demonstrated **Caring** by collecting 1,828 pounds of food donations for our local food shelf.
- Our second grade students **Inquired** about adult monarchs and raised six adult monarchs from eggs! The students' curiosity led to a scientific experiment and entry in the Annual Insect Fair at the U of MN.



Continued on page 2

AMSD Calendar

April 15, 2011

Board of Directors Meeting, 7:00 a.m., TIES Building, St. Paul

April 29, 2011

Executive/Legislative Committee Meeting, 7:30 a.m., TIES Building, St. Paul

May 6, 2011

Board of Directors Meeting, 7:00 a.m., TIES Building, St. Paul

May 13, 2011

Legislative Committee Meeting, 7:30 a.m., TIES Building, St. Paul

May 27, 2011

Board of Directors Meeting, 7:00 a.m., TIES Building, St. Paul

AMSD's Mission

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



**Association of
Metropolitan School Districts**

From the Chair:

At a time when Minnesota's public schools are making significant budget cuts and laying off hundreds of teachers and other staff, the House and Senate are advancing proposals that would provide taxpayer dollars to students, or the parents of students, attending private or religious schools. The House Education bill includes a provision that would provide a voucher to low-income students attending a low performing school in a city of the first class – Minneapolis, St. Paul, Duluth and soon Rochester. The Senate Tax bill includes a tax credit for low income filers who pay tuition to a private school.

Not only do these efforts come at a time when state support for our public schools has been falling, but the proposals fly in the face of research. Recently released data by the Wisconsin Department of Public Instruction showed that students who received vouchers to attend private or religious schools performed worse on statewide reading and math tests than their public school counterparts. Numerous other studies across the country have produced similar findings.

AMSD Board Members and concerned citizens need to contact their local legislators and ask them to oppose proposals that would direct public funding to private and religious schools. State policymakers should instead focus on their constitutional obligation to fund our public schools.

Patsy Green, school board member from Robbinsdale Area Schools, is chair of AMSD.

Continued from page 1

- Our Secondary students demonstrated several Profile characteristics by baking and sending cookies to US troops across the world.
- Our tenth grade students completed Personal Projects in an effort to become **Knowledgeable** and **Thinkers**, and will **Communicate** what they learned at the Personal Project Fair.



Over the past ten years, the South St. Paul School District has experienced several changes in demographics, not unlike many first ring suburban school districts. In 2005, our District's administration looked at these trends and recognized that it was necessary to have a comprehensive plan to improve education for all South St. Paul students. As part of that plan, the Board of Education committed to implementing the International Baccalaureate Programs at all levels throughout the district—including expansion of the Diploma Program, which has been in place at South St. Paul Secondary since 1986; and the addition of the Primary Years Program (PYP) and Middle Years Program (MYP), with the goal that these two programs would prepare more students for the Diploma Program and for the workforce.

The vision behind our plan was to provide not just an adequate education but an internationally recognized program of excellence for all students. In 2006, the district developed a strategic plan that endorsed the implementation of the IB programs K-12, and committed the district to improving state-wide tests scores. The following year, the district developed a multi-year professional development plan to support these initiatives.

Jeffrey R. Beard, IB's Director General, says the International Baccalaureate Organization's goal—"to prepare students to assume a meaningful role in today's global society"—meshes well with our heightened awareness that our students must compete for jobs with people on other continents, and that they will need a world-class education to succeed. IB is acknowledged around the world as a leading provider of recognized and established academic solutions for students, teachers, and schools.



All three programs share the following features:

- Broad, balanced range of subjects areas
- Special emphasis on language acquisition and development (including English as the language of instruction and also world languages)
- Focus on developing the skills needed to learn and acquire knowledge
- A curriculum framework
- Appropriate forms of student assessment
- Community service component
- Curiosity and inquiry to foster a spirit of discovery and enjoyment of learning
- Flexibility to respond to local and state requirements and interests
- High quality professional development for teachers
- School support, authorization and ongoing external evaluation

In September 2009, South St. Paul celebrated the achievement of becoming [Minnesota's First K-12 IB World Schools District](#). We continue to reflect on the impact of the IB programs for our students. South St. Paul Schools are now preparing for the ongoing program evaluation/verification of our Primary Years Programs and Middle Years Program.

These regular evaluations ensure the quality of the programs while offering ongoing feedback to our schools. The International Baccalaureate *Program Standards and Practices* document provides a set of criteria against which both the authorized school and the International Baccalaureate Organization (IBO) can measure success in the implementation of the IB programs. The standards and practices form the basis of a comprehensive self-study which schools undertake as part of the program evaluation process. Program evaluations occur every three to five years and include contributions from students, parents, teaching and non-teaching staff, administrators, and School Board members.

All across the world, IB programs encourage students to become active, compassionate, lifelong learners. South St. Paul School District continues the pursuit of educational excellence in an effort to maximize the potential of each student through rigorous and relevant education for the 21st Century.

This month's member spotlight was submitted by Jane Stassen, Director of Curriculum and Instruction, South St. Public Schools.

Special Education Freeze Threatens School Budgets

The recently adopted House and Senate Education Funding Bills propose to eliminate the growth factors in both the regular and excess cost special education programs. Removal of these growth factors would result in a rapid acceleration of the special education cross-subsidy and cause severe pressure on school district budgets. The special education cross-subsidy represents the amount of general education funding school districts spend on mandated special education programs due to the failure of the state and federal governments to adequately fund special education.

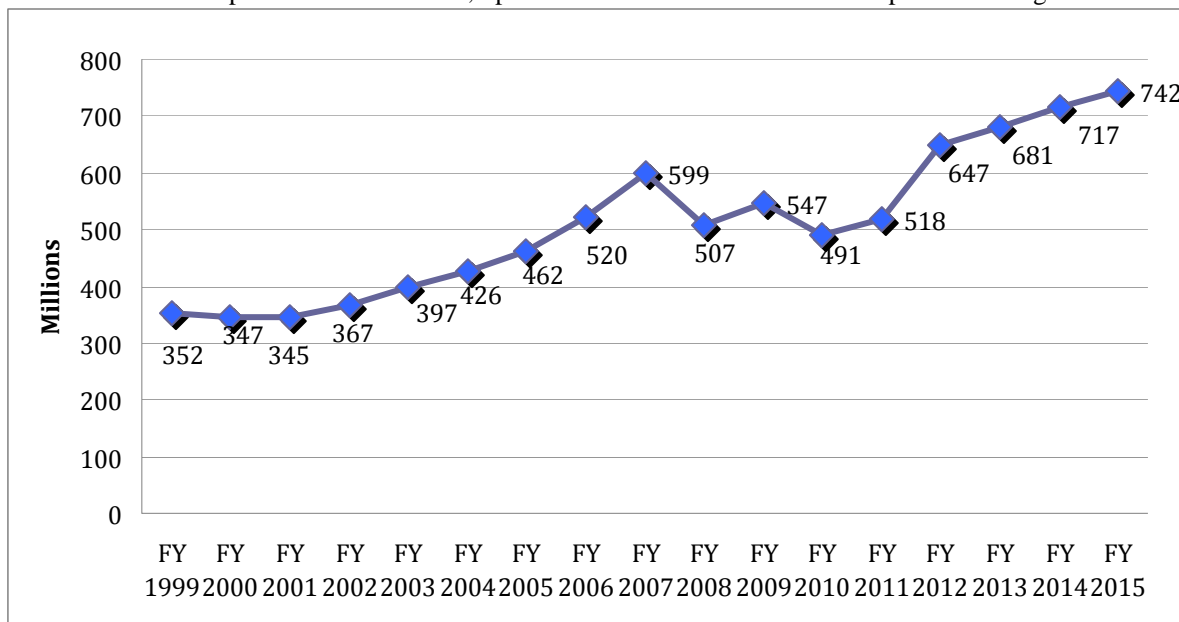
Under state law, local school districts are required to provide appropriate and necessary special education services to children with disabilities from birth to 21 years of age. Children with disabilities are defined in law to include children with a hearing impairment, visual disability, speech or language impairment, physical handicap, mental handicap, emotional/behavioral disorder, learning disability or other health impairment. Instruction and services must be based on the assessment and the individual education plan.

Furthermore, school districts are required to provide services for children who are placed outside the district where their parents reside. In addition, school districts are required to provide special education services on a shared time basis to students enrolled in nonpublic schools and charter schools.

Even with the growth factors in place, the special education cross subsidy is projected to grow significantly in the coming years. Figure 1, from the Minnesota Department of Education’s, “Special Education Cross-Subsidies Fiscal Year 2010 Report to the Legislature,” shows a projected gap of \$518 million between revenues and expenditures in FY 2011. Under current law assumptions, with the growth factors in place, that gap was projected to spike to \$647 million in FY 2012.

Figure 1: Special Education Cross Subsidies FY1999-FY2015

Source: Minnesota Department of Education, Special Education Cross-Subsidies Report to the Legislature 2010¹



¹The Minnesota Department of Education, Special Education Cross-Subsidies Report to the Legislature 2010, uses the “Adjusted Net Cross-Subsidy” which equals the gross cross-subsidy (difference between total special education expenditures and categorical special education revenues) minus the amount of general education revenue attributable to special education students for time spent receiving special education services outside of the regular classroom for 60 percent or more of the school day to calculate the cross-subsidies.

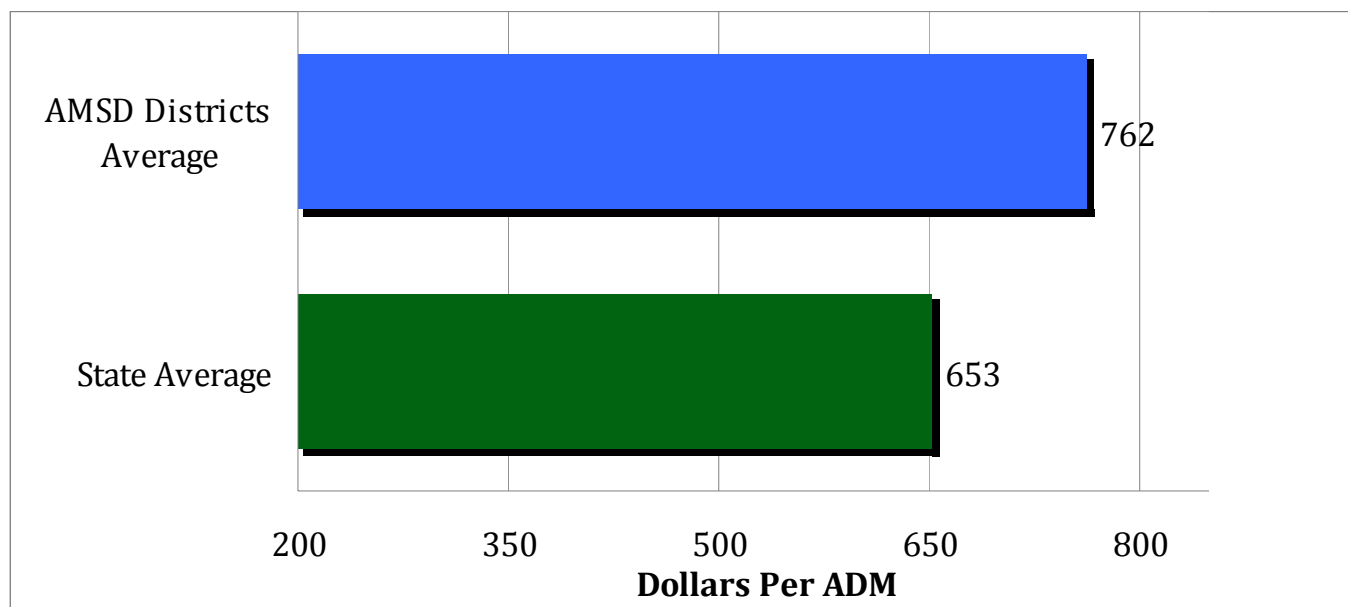
AMSD Members: Anoka-Hennepin, Bloomington, Brooklyn Center, Burnsville, Columbia Heights, East Metro Integration District 6067, Eden Prairie, Edina, Elk River, Fridley, Hopkins, Intermediate District 287, Intermediate District 917 (Associate Member), Inver Grove Heights, Mahtomedi, Minneapolis, MSU Mankato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

Metro Districts Hit Hard by Special Education Cross-Subsidy

Continued from page 3

Figure 2: Cross Subsidies: State Average & AMSD Districts Average per ADM FY 2010

Data from Minnesota Department of Education, Special Education Cross-Subsidies FY 2010



AMSD member districts are hit particularly hard by the special education cross-subsidy. As you can see in Figure 2, the state average cross-subsidy is \$653 per pupil compared to the AMSD member average of \$762 per pupil. In other words, AMSD member districts are forced to spend \$762 per pupil in funds meant for regular classroom instruction, on state mandated special education programs.

Removing the special education growth factors would significantly increase the special education cross-subsidy as school districts would be forced to spend even more general education revenue on state mandated special education programming. State policymakers began the 2011 session pledging to make progress toward repealing unfunded mandates or to fund existing mandates. Removal of the special education growth factors goes in the exact opposite direction.

White Bear Lake Area Parent Leaders Visit Capitol

A group of parent leaders from White Bear Lake Area Schools recently visited the State Capitol to meet with their local legislators to advocate for adequate funding for public education. The parents were joined by School Board Members Lori Swanson and Cathy Storey and Superintendent Mike Lovett.

AMSD Executive Director Scott Croonquist and Senior Policy Advocate Alice Seuffert helped facilitate the visit and met with the parents during their visit. AMSD members interested in scheduling a similar visit should contact Alice at 651-999-7327 or aseuffert@amsd.org.



School Board Planning Calendar 2011

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

INFORMATIONAL ITEMS TO REMEMBER:

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

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

School Board Planning Calendar 2011

1 st Meeting of the Month	2 nd Meeting of the Month
JULY 28, 2011 <i>(Only one Board meeting this month!)</i>	
C-Train Update Health and Medical Bucket NEC Facility Committee Report	Financial Report June Legislative Session Review & Implications for District Operations
AUGUST 25, 2011 <i>(Only one Board meeting this month!)</i>	
Administrative Services PLC Financial Report July Report on Crisis Planning (Michelle Axell – 10 minutes) Determine NEC Size & Cost Option	Approval of Cash Flow Borrowing Resolution NEC Facility Committee Report School Start Up Program Report “Top Things Board Members Should Know About Our 2010-2011 Start-Up” (Colleen, Laura, and Jane)
SEPTEMBER 8, 2011 Superintendent Goals Bloomington – Closed Session	SEPTEMBER 22, 2011 Financial Report August Resolution to Borrow PLC’s Results/Goals MDE Final Special Education Monitoring Report NEC Facility Committee Report Resolution to Authorize Financing for NEC Report on Crisis Planning
OCTOBER 13, 2011 Prior Year Agenda Review Restraints and Seclusion – Instructional Report Resolution for Sale of Bonds for NEC Cash Flow Borrowing	OCTOBER 27, 2011 Financial Report September Strategic Plan Update/Innovative Coach NEC Facility Committee Report
NOVEMBER 10, 2011 <i>(Only one Board meeting this month!)</i>	
Financial Report October OPEB Reporting & Funding C-Train Report (Written Report) Food Service Resolution	Prior Year Unaudited Fund Balance Report NEC Facility Committee Report Resolution for Settlement of Bonds for NEC Facilities Management Update
DECEMBER 8, 2011 <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
April 28, 2011
SCHOOL BOARD CALENDAR**

16	Saturday	Destination ImagiNation State Tournament	8:00AM	Champlin Park HS
27	Friday	Honors Mentor Connection Scholars' Forum	5:00PM	DSC
28	Thursday	General Board Meeting	6:30PM	Board Rm

May 2011				
10	Tuesday	ISD287 Retirement Extravaganza	6:00PM	DSC- 3rd Floor
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

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

-
- ◆ 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

COUNTIES

Anoka County Emergency Management Paid On-Call Program

Anoka County Emergency Management

The nature of emergency management involves the capability to respond to emergencies and disasters on a typical 24/7/365 days a year response model. The solution is drawn from previous experience as a Paid On-Call Firefighter. Essentially by adopting a similar staffing system that is used by the majority of fire departments, we are able to achieve needed staff enhancements for the department. When the 'call' goes out these paid on call staff come to provide quick and effective support to their department. This system is a first for Minnesota and potentially the country.

Upfront Services to Keep Families Together

Anoka County Human Services

Anoka County has shifted from a court-centered, no-risk model in addressing child protection issues to a safety model, with impressive results. The county has witnessed a turnaround in recidivism and skyrocketing out-of-home placement costs in just two years. Costs dropped \$1,117,000 over two years. The number of children in placement fell 27 percent. Families are better served. Trained staff work with the families, focusing on their strengths and building plans that focus on child safety.

Crow Wing County Landfill Gas Fueled Boiler

Crow Wing County Sanitary Landfill

To take advantage of Landfill Gas (LFG) generation, the County has voluntarily installed an active gas collection and control system for energy recovery and to reduce greenhouse gas emissions. This concept of collecting LFG for benefit through enhanced generation via leachate recirculation is referred to as Recirculation to Energy (RTE). Collected LFG is sent to a heat recovery boiler. The boiler is used to heat both a maintenance shop and a heavy equipment storage building onsite.

W82GO

Olmsted County

Olmsted County developed the weight loss program, W82GO (pronounced Weight to Go), for adults on the Olmsted County Employees' Health Plan. The program provides a connection to dietitians, fitness trainers and a nurse care manager. Participants learn what they can do to live healthier and take away knowledge and tools that can be used for life.

HUMPHREY SCHOOL
OF PUBLIC AFFAIRS

UNIVERSITY OF MINNESOTA
Driven to DiscoverSM

2010-2011 Local Government Innovation Awards

April 13, 2011

*Celebrating the innovations
of Minnesota's
cities, counties, and school districts*

Sponsored By:



SCHOOLS

Dropout - Bloomington School District, TIES, Hennepin County Juvenile Court, Brooklyn Center School District and Intermediate 287 School District

Reducing the 35 percent dropout rate in Hennepin County is the central goal of the collaboration. A new process for school districts to share real-time, online information with juvenile court services about student attendance, academic performance and behavior is increasing student accountability and reducing at-risk behaviors, as well as saving staff time previously spent collecting information that is now available instantly.

Flexible Learning Year (FLY) - Southwest/West Central Service Cooperative

Improving Student Achievement Initiative is a consortium of 25 school districts in southwest Minnesota who collaborate for a flexible learning year. Known as the "FLY," this consortium has banded together to create an initiative being replicated throughout Minnesota, agreeing on common staff development dates, contributing funds for joint activities, and committing staff time for meetings—a plan no district could have done on their own.

Mobile Science Lab - Southeast Service Cooperative

The Mobile Science Lab Program is a collaboration of the Southeast Service Cooperative, Mayo Clinic, and Rochester Area Math Science Partnership, with funding from HealthForce MN, Southern MN Initiative Foundation, Workforce Development Inc., Winona State University, AgStar Fund for Rural America, and the MN Agricultural Education Leadership Council. We have deployed two traveling trailers with equipment and supplies to conduct molecular biology and agricultural bioscience experiments in high school classrooms.

Shared Financial Services - Lakes Country Service Cooperative

Building upon a proven 25-year history of providing shared services, our advisory team of school leaders began to examine the possibility of providing financial services. Beginning in the fall of 2009, LCSC now provides financial management and assistance to several school districts and other nonprofit entities. These services range from full scale financial management for three school districts (Perham-Dent, Hawley and Campbell-Tintah) to payroll, grant management, fiscal hosting or a number of other temporary services for our members.

CITIES

Cloquet Area Fire District - City of Cloquet; Perch Lake Township; City of Scanlon; Fond du Lac Band of Lake Superior Chippewa

Perch Lake Township and the City of Cloquet started with a joint powers agreement for fire and EMS, which led to work at the legislature in 2009 with the Special Taxing District Language. A contract with the sovereign nation of Fond du Lac was signed for fire suppression in 2010 and the City of Scanlon in 2011. The Incident Command System now has 58 fire personnel and has saved \$250,000 and improved service to all of our citizens.

Eagan 150th Anniversary Food and Fund Drive - City of Eagan

When the City of Eagan set out to celebrate 150 years since its founding, the Eagan 150th Anniversary Executive Board recognized there were many families struggling to meet their basic needs. With this in mind, the Executive Board embarked on a remarkable goal of rallying the entire community to serve hungry families by raising food and funds for two local food shelves.

Parking Impact Fee - City of Excelsior

As the popularity of Excelsior grew and municipal parking approached capacity, city leaders concluded that the city's small tax base could not afford additional parking and that property owners would have to provide their own parking. The City created a parking impact fee ordinance which allows properties to satisfy the parking requirements by paying an annual parking impact fee in lieu of providing parking, which is deposited into a fund and used to acquire and develop future municipal parking space.

Recreation Programming Joint Powers Agreement -

City of Maplewood, City of North Saint Paul

The Cities of Maplewood and North St. Paul signed a Joint Powers Agreement for the City of Maplewood to provide recreational programming for North St. Paul including their Community Center and Parks. The collaboration has led to new offerings for city residents at a fraction of the existing cost by using the economies of scale that exist between both communities.

One Book One Rosemount - City of Rosemount

The Rosemount Community Leaders group wanted to do something that could bring people together to focus on a common goal of bettering our community. We chose to reinforce a sense of community by collaborating, publicizing and focusing efforts to promote one book title to the residents of Rosemount to promote literacy. We worked to involve community leaders, schools, churches, families and teens by choosing a book that would have intergenerational appeal.

2010-2011

Local Government Innovation Awards

Welcome

*Greg Lindsey, Interim Dean
Hubert H. Humphrey School*

Introduction

*Jay Kiedrowski, Senior Fellow
Public & Nonprofit Leadership Center, Humphrey Institute*

Sponsor Comments

*Laurie Ohmann
CEO, The Public Strategies Group*

*Joel Sutter
Senior Vice President of Ehlers & Associates*

Presentations of School Innovations

*Greg Abbott, Director of Communications
Minnesota School Boards Association*

Presentations of City Innovations

*Betsy Hodges, LMC 2nd Vice President
Councilmember, City of Minneapolis,*

Presentations of County Innovations

*Randy Maluchnik, AMC 2nd Vice President
Commissioner, Carver County*

RECEPTION

***Special thanks to the 2010-2011
Local Government Innovation Awards
Partners & Selection Committee***

Partners:



Selection Committee Members:

Jay Kiedrowski, Chair

Senior Fellow, Public & Nonprofit Leadership Center, HHH

Jerry Zhao

Professor, Public & Nonprofit Leadership Center, HHH

Betsy Hodges

Councilmember, City of Minneapolis, LMC 2nd Vice President

Steve Nasby

City of Windom Administrator, LMC Board Member

Randy Maluchnik

Carver County Commissioner, AMC 2nd Vice President

Riaz Aziz

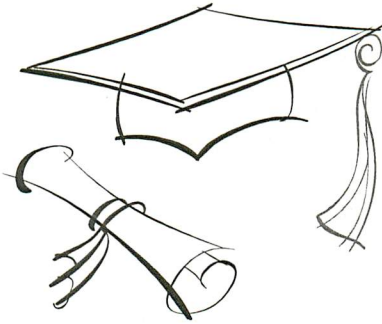
Pope County Coordinator

Kevin Donovan

School Board Chair, Mahtomedi School District, MSBA Dir. District 6

Linden Olson

Worthington School District Clerk, MSBA Director District 3



Intermediate District 287 invites you
to join us for a Graduation ceremony
honoring the students who are graduating
High school or receiving G.E.D. certificates
through the Epsilon Program at the
Hennepin County Home School

Friday, June 10, 2011

1:30 – 3:30 PM

If you wish to attend, please rsvp to
Patty Floe (763) 205-7601
Hennepin County Home School
14300 County Highway 62
Minnetonka, MN 55345

The identity of the residents in this program is confidential information. No cameras, pagers
or cell phones are allowed. Please do not jeopardize their right to privacy.

A photographer will be on site to take photographs.

Please be aware that there are strict security procedures
for all guests as well as the residents at this ceremony.



You are cordially invited to

*VECTOR and InVEST North Transition
Celebration 2011*

*We will be honoring the VECTOR and InVEST students
who are completing their schooling in June 2011.*

Please join us for the celebration!

When: Wednesday, June 8, 2011

*Where: Hennepin Technical College Auditorium
9000 Brooklyn Boulevard
Brooklyn Park, Minnesota*

*Time: 12:30 P.M. Program
Reception to follow the program,
in The Hennepin Room*