

# **Intermediate District 287**

Responsive. Innovative. Solutions.



**Intermediate District 287**

**Regular Meeting**

**Thursday, February 25, 2016 6:30 PM**

# Intermediate District 287

## RESPONSIVE. INNOVATIVE. SOLUTIONS

### GENERAL MEETING OF THE BOARD

Thursday, February 25, 2016

6:30 PM @ District Service Center Board Room

#### AGENDA

	<u>Page #</u>
1. CALL TO ORDER (Action)	
2. APPROVAL OF GENERAL MEETING AGENDA (Action)	
3. OPEN FORUM (Information)	
4. APPROVAL OF CONSENT AGENDA (Action)	
4. 1. General Board Meeting Minutes from February 11, 2016	4
4. 2. Routine Human Resources Activities for February 25, 2016	6
4. 3. Serve a Smile Grant Agreement	9
5. SHARE THE SUCCESS & RECOGNITION (Information)	
5. 1. Students & Parents Share their Experiences West Education Center (WEC) students and parents will share about their school experience.	
5. 2. Recognition of Pam Beatty, Minnesota Teacher of the Year Nominee	
5. 3. Recognition of Karen Filla, Recipient of the 2016 MASE Legacy Award	
5. 4. Recognition of Elisabeth Lodge Rogers, MN Special Education Administrator of the Year	
5. 5. 287 Received the Minnesota Department of Education (MDE) School Finance Award for FY15 for Financial Reporting	
6. SUPERINTENDENT'S REPORT - (30 minutes)	
6. 1. Strategy 2 & Measurement Implementation Team Presentation (Information) Jenny Nelson, Director of Planning & Improvement; Jon Fila, Personalized Learning Facilitator; and Jon Voss, Director of Teaching & Learning will present updates on the progress the Strategy 2 and Measurement Implementation Teams have made toward meeting results.	10
6. 2. Intermediate Legislative Platform (Action) The Superintendent will provide a second read of the Legislative Platform, and the Board will be asked to approve it.	17
6. 3. Graduation Rates (Information) A summary of MDE graduation rate data will be shared with the school board.	22
7. INSTRUCTIONAL REPORT - None	
8. BUSINESS SERVICES & LABOR RELATIONS REPORT - (40 minutes)	
8. 1. Facilities Report - None	
8. 2. Financial Report	
8. 2. 1. Approval of Routine Monthly Finance Report (Action) Mae Hawkins, Executive Director of Business Services will provide an overview of the January 2016 monthly finance reports and the Board will be asked to approve it.	23
8. 2. 2. FY16 Budget Revision (Action) Mae Hawkins, Executive Director of Business Services will present the FY16 Budget Revision and the Board will be asked to approve it.	35
8. 2. 3. FY17 Budget Assumptions (Action) Mae Hawkins, Executive Director of Business Services will present the FY17 Budget Assumptions and the Board will be asked to approve them.	38

8. 3. Human Resource Report	
8. 3. 1. Position and Program Reductions Resolution <b>(Resolution)</b>	41
Michelle Axell, Director of Human Resources, will present a Resolution asking the Board to direct administration to make recommendations for any necessary reductions in programs and positions.	
8. 3. 2. Local 2209 Survey Results Round 2 <b>(Information)</b>	43
Doug Booth, Local 2209 Vice President, Member Rights Advocate and Chief Negotiator, will share the results of the survey.	
<b>9. BOARD BUSINESS - (20 minutes)</b> <b>(Information)</b>	
9. 1. Policy Review & Revision	
9. 1. 1. Facilities Policy Bucket Scheduled Review and Revision	67
Anne Becker, General Counsel, will present the Health & Safety Policy, as revised, for a First Read.	
9. 1. 2. Update on Revised Memorandum of Agreement (MOA)	69
A short report on progress toward approval of the revised MOA will be given, and a set of key messages will be distributed.	
9. 2. Board Reports	
9. 2. 1. Chair Report	
9. 2. 1. 1. Superintendent Evaluation	
9. 2. 2. AMSD Report (Ann Bremer)	
9. 2. 2. 1. February 2016 AMSD Newsletter	73
9. 3. District News	
9. 3. 1. School Board Planning Calendar	77
9. 3. 2. February 25, 2016 Board Event Calendar	79
9. 3. 3. 2015-2016 Get on the Bus & Local 2209/Board Breakfast Schedule	80
9. 4. Once Around the Table	
<b>10. ADJOURNMENT</b>	

**DISTRICT 287 REGULAR BOARD MEETING**  
**Intermediate District 287**  
**February 11, 2016**  
**MINUTES**

**1. CALL TO ORDER**

Vice-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:

286	Brooklyn Center	Jeffrey Palm
276	Minnetonka	Karen Filla
278	Orono	Michèle Kunz
279	Osseo	Dean Henke
280	Richfield	Nancy Rowley
281	Robbinsdale	Sherry Tyrrell
284	Wayzata	Andrea Cuene
277	Westonka	Ann Bremer

Absent: 272//Bomben, 273/Neville, 270/Ronbeck, and 283/Gores

Guests:

287 Administration: Sandra Lewandowski, Michelle Axell, Anne Becker, Mae Hawkins, Rachel Hicks, Christina Houck, Jennifer Nelson, Elisabeth Rogers, Jon Voss, and Tabitha Johnson

287 Staff Members: Doug Booth, Bruce Mulder, Deb Sytsma and Julie Tuorila

At the recommendation of Board Vice-Chair Bremer *Motion by Ann Bremer, seconded by Michèle Kunz, to change the general meeting agenda to delete 8.3.1.Update on Employee Matter and add 8.4. Employee Survey Report. All in favor. Motion carried unanimously.*

**2. APPROVAL OF GENERAL MEETING AGENDA**

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

**3. OPEN FORUM FOR COMMUNITY COMMENTS**

**4. APPROVAL OF CONSENT AGENDA**

The Consent Agenda was presented for approval. The Consent Agenda included the General Meeting Minutes from January 28, 2016, Organizational Meeting Minutes from January 28, 2016, Bid for Student Built Tiny House, and Minnetonka Police Liaison Services at West Education Center (WEC). *Motion by Ann Bremer, seconded by Nancy Rowley, to approve the Consent Agenda as presented. All in favor. Motion carried unanimously.*

Vice-Chair Bremer administered The Oath of Office to the attending Board member K. Filla.

**5. SHARE THE SUCCESS & RECOGNITIONS**

Superintendent Lewandowski thanked the Attain students for the “Mugs” they created for the Board in honor of School Board Recognition Week. Sandy presented the Board with a Certificate of Appreciation and read a Proclamation in their honor. Board members expressed their appreciation to the Attain students.

Superintendent Lewandowski announced Pam Beatty, Elementary Teacher at North Education Center has been nominated for the Minnesota Teacher of the Year.

**6. SUPERINTENDENT’S REPORT**

Superintendent Lewandowski introduced Ms. Jennifer Nelson, Director of Planning & Improvement. Jenny introduced the team members from 2015-2020 Strategic Plan Strategy 1 and 3 teams. Ms. Donna Moe, Assistant Director of Research, Evaluation, and Assessment presented an overview on Strategy 1 team. The team’s main goal is to design and implement a student outcome measurement system to ensure students' learning needs are met. Results include: 1) Centralized data process, 2) Indicators of student success, 3) School Improvement Plans, 4) Data sharing system, and 5) Student outcome system reflect student needs. Ms. Rachel Hicks, Director of Communication and Public Relations presented an overview on Strategy 3 team. The team’s main goal is to implement an effective system of communication that informs each member district about 287 programs and services to ensure the success of students. Results include: 1) Development of a comprehensive communications plan, 2) Active participation from

stakeholders, 3) Two-way communications & emphasis on "voice", 4) System to enact positive change, 5) Focus on storytelling, 6) Professional development, and 7) Cultural competency

Sandy presented an overview on the mid-year progress toward her annual goal. A summary document was shared with the Board describing the status of this work.

Sandy announced the appointment of Christina Houck as Director of Special Education.

**7. INSTRUCTIONAL REPORT**

Ms. Jennifer Nelson, Director of Planning & Improvement provided an update on the status of the Q-Comp application.

**8. BUSINESS SERVICES & LABOR RELATIONS REPORTS**

**Financial Report - None**

**Facilities Report**

Ms. Mae Hawkins, Executive Director of Business Services presented information about the upcoming lease end dates and the need to plan and complete a Facilities Study.

**Human Resources Report – None**

Mr. Doug Booth, Local 2209 Vice President, Member Rights Advocate and Chief Negotiator, presented the results of a Local 2209 Survey.

**9. BOARD BUSINESS**

**Policy Review & Revision – None**

**Chair Report**

**AMSD Report**

**Once Around the Table**

**10. ADJOURNMENT**

*Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 8:25 PM.*

The next general meeting will be held on February 25, 2016, at 6:30 PM in the DSC Board Room.

Submitted by  
Wauneen Mgeni  
Secretary to the Board

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

Clerk \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**ROUTINE HUMAN RESOURCES ACTIVITIES FOR THE INTERMEDIATE DISTRICT 287  
SCHOOL BOARD – February 25, 2016**

**1. New Hires:**

**A. Additional Positions due to Increased Enrollment**

- Lakesha Mack, Education Assistant at West Education Center, effective January 21, 2016 – Step 10, Lane 4 +90 credits - .875 FTE.
- Jennifer Gottlieb, Education Assistant at West Education Center, effective February 1, 2016 – Step 4, Lane 1 – .875 FTE.
- Jamel Hodges, Education Assistant at North Education Center, effective February 1, 2016 – Step 5, Lane 4 +90 credits- .875 FTE.
- Isaac Russell, Education Assistant at North Education Center, effective February 3, 2016 – Step 10, Lane 7 BA +20 credits- .875 FTE.
- Mitch Cady, Education Assistant at North Education Center, effective February 17, 2016, - Step 6, Lane 5 BA - .875 FTE.

**B. Replacement for Transfers**

- Taylor Williams, Education Assistant at South Education Center, **for N. Haugen**, effective February 1, 2016 – Step 1, Lane 7 BA +20 credits – .875 FTE.

**C. Replacement for Separations**

- Aleksandra Eckroth, Instructor E/LA at Omegon/Oak Hills, **for K. Nollendorfs**, effective February 10, 2016 – Step 11, Lane 9 MA +40 credits – 1.0 FTE.
- Chad Tauer, Education Assistant at South Education Center, **for S. Zejnilovic**, effective February 1, 2016 – Step 2, Lane 5 BA - .875 FTE.
- Sam Bloodsaw, Education Assistant at North Education Center, **for N. Rowan**, effective January 20, 2016 – Step 6, Lane 1– .875 FTE.

**D. New Position**

- 

**2. Temporary Hires/Assignments:**

**A. Assignments**

- Kristen Treuting, Instructor at Edgewood Education Center, effective February 1, 2016 through June 10, 2016.
- David Sheild, Instructor EBD at North Education Center, effective January 12, 2016 through June 9, 2016.

**B. Northern Star Online/Independent Study Program**

-

**C. Substitutes**

- 

**D. Termination of Temporary Hire**

- 

**3. Extended Leaves of Absence:**

- 

**4. Separations:**

**A. Dismissal**

- 

**B. Resignation**

- Natalie Sell, AVID Tutor at South Education Center, effective January 28, 2016.
- Heidi Crandell, Assistant Cook at South Education Center, effective February 5, 2016.

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

- Ann Bukoskey, School Social Worker at Northwest Tech Center, effective June 10, 2016.
- Constance Hall, Instructor Vocational Medical Career at Eden Prairie Campus, effective June 10, 2016.
- Julianne Halstead, Education Assistant at North Education Center, effective June 10, 2016.
- Catherine Jann, Instructor Visually Impaired for Itinerant Services, effective June 10, 2016.
- Laurie Levin, Instructor Visually Impaired for Itinerant Services, effective June 10, 2016.
- Mary Neiman, Education Assistant at West Education Center, effective June 10, 2016.
- Greta Palmberg, Deaf/Hard of Hearing Instructor at Northwest Tech Center, effective June 30, 2016.
- Mary Peters, Math Instructor at West Education Center Alternative and Hennepin Gateway Academy, effective June 10, 2016.
- Linda Seifried, School Social Worker at District Service Center, effective June 10, 2016.
- Lynn Walsh, Education Assistant at South Education Center, effective June 10, 2016.

**5. Other:**

- RECOMMEND the Board's approval to credit, Derrick Williams, Education Assistant at North Education Center, with nine (9) 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.

Becker, Barbara	Bjorlin, Laura	Ekert, Joanne
Haage, Denise	Mooney, Tracy	Norman, Julie
Pitney, Katharine	Rask, Kendra	Wilson, Sandra

- RECOMMEND the Board's approval to credit, Jessica Hanke, Clerical for Northwest Tech Center and Itinerant Services, 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.

Bednar, Lisa	Buhman, Laurie	Cantin, Deborah
Hager, Lisa	Schulz, Alice	Wilson, Joyce

# Intermediate District 287

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### INTER-OFFICE MEMORANDUM

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Date: February 25, 2016

To: Sandra Lewandowski, Superintendent

From: Mae L. Hawkins, Executive Director of Business Services

**Re: Recommendation for Board Acceptance of the Serve a Smile Grant Agreement**

Intermediate District 287 has been awarded \$1,000.00 from Serve a Smile Grant through Delta Dental of Minnesota Foundation. Our Healthy Eating project will raise awareness and educate students about nutritious eating habits and the benefits of choosing healthy foods. This project will provide training to fifteen SECA students via weekly cooking classes through a collaboration with Cooking Matters Minnesota for six weeks. The grant runs from February 11, 2016 – May 31, 2016.

# Strategy 2 Update

Year 1



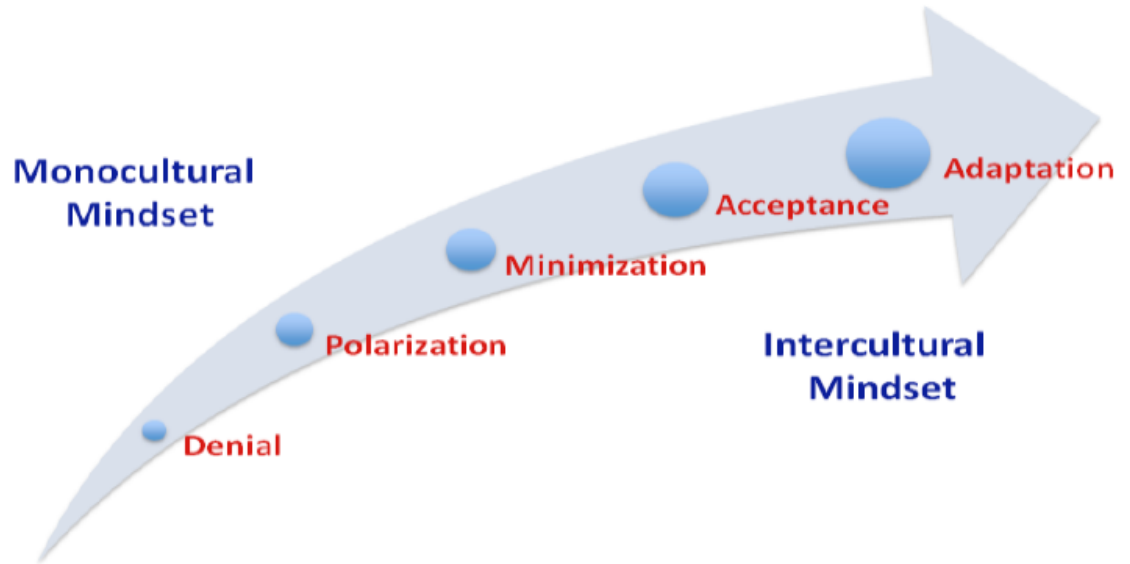
# Intercultural Development Inventory

Team members and administrators took IDI assessment

Work continues on the Individual Development Plans with Accountability partners.

Continuing conversation about *What is Culture?*

## Intercultural Development Continuum



# Connections to other initiatives

Teacher Leader meetings

EdCamps

PEM

SEL

Mindfulness

Curriculum Hub



# Policies & Procedures

MN Educational Equity Partnership (MNEEP) - Equity Lens for organizations to review policies and drive decision making.

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# Equity

Measurement based on a  
common definition

Equity Walks

Audit/Assessment

15



# Intermediate District 287

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## INTER-OFFICE MEMORANDUM

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Date: February 25, 2016

To: Sandra Lewandowski, Superintendent

From: Jon Voss, Director of Teaching and Learning

**Re: What the Board Needs to Know About Strategic Plan Measurement**

The Measurement Team focuses on developing and implementing a system to measure the achievement of the Mission Outcomes of the 2015-2020 Strategic Plan.

The Measurement Implementation Team, made up of 7 employees from across the district, is working towards realizing 5 Results. The results will ensure:

1. District 287 has developed and defined (a) the indicators and methods of measuring student outcomes and (b) a system for collecting, storing and reporting student outcome data.
2. District 287 has adopted a learning conversation model for engaging member districts in an assessment of satisfaction with student outcomes, level of racial equity and excellence in services.
3. District 287 is using measures of student outcomes in learning conversations with member districts, allowing member districts to declare their level of satisfaction.
4. District 287 has developed and defined (a) the indicators and methods of measuring level of racial equity and excellence in services and (b) a system for collecting, storing and reporting racial equity and excellence in services data.
5. District 287 is using the measures of racial equity and excellence in 287 services in learning conversations with member districts, allowing member districts to declare their level of satisfaction.

Our goal is to realize the Results in 2020, and we are making steady progress to meet this goal. In the next year, you can expect to see the initiation of a learning conversation model, and a baseline satisfaction survey.

Progress already achieved includes reviewing with research in the area of learning conversation models, conferring with Strategy 1 on student outcome data collection and establishing a timeline for implementation.

We will continue to explore resources and tools for school board members to see the progress made toward strategic plan outcomes and to share the results with fellow board members and other stakeholders.

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

Regular Meeting – February 25, 2016

**AGENDA SECTION:** SUPERINTENDENT’S REPORT

**ITEM:** 2016 Intermediate Legislative White Paper

**PRESENTED BY:** Superintendent Lewandowski

**1. Background Information**

Approval of Proposed 2016 Intermediate Legislative White Paper

**2. Fiscal Impact/Funding Source:**

**3. RECOMMENDED ACTION:** The Board approve the proposed motion regarding Intermediate District 2016 Legislative White Paper.

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

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

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

**Intermediate School Districts**  
**Innovation through Collaboration**



**2016 Legislative Platform**

**Legislative proposals prepared by Intermediate School Districts #287, #916, and #917 for legislators and member districts to use as a resource in understanding the mission and critical needs of the Intermediates in serving career and technical, special education, and other academic needs of students.**

**For questions or more information, please contact:**

**Superintendent Sandy Lewandowski, #287 (763.550.7100)**  
**Superintendent Connie Hayes, #916 (651.415.5656)**  
**Superintendent John Christiansen, #917 (651.423.8226)**  
**Valerie Dosland, Ewald Consulting (612.490.3052)**

## **THE ROLE OF INTERMEDIATE SCHOOL DISTRICTS**

The three Intermediate School Districts were formed in the late 1960s at the request of local school districts to deliver vocational and technical education. This delivery model eliminates low-enrolled, costly programs and services offered in individual local school districts and replaces them with higher-enrolled, more cost-effective programs and services at one or more of the Intermediate School District sites. Central to this strategy is an effort to avoid duplicating expensive equipment and specialized facilities in K-12 districts in which enrollment is not sufficient to support quality programs. Our experience confirms the wisdom of this decision -- member districts reduced or eliminated high-cost, inefficient local programs and services in the areas of special education and career and technical education.

The Intermediate School Districts provide critical resources to member school districts and important programs and services to students. The Intermediate School Districts continue to evolve to meet the changing needs of K-12 districts with major program expansions for at-risk students, gifted and talented students, and low-incidence academics such as world languages. In these programs, we provide state-of-the-art curricula, equipment, instruction and technologies for students with minimal duplication of programs and services. In addition to shared services in distinct market niches for which there are no equivalent providers, we also have begun coordinating regional and even statewide services to save districts commercial provider costs.

## **2016 LEGISLATIVE PLATFORM**

We are grateful for the Legislature's support and are well-positioned to continue and enhance our unique mission as both special school districts and regional service providers. With continued support from the Legislature, we can continue to provide quality programs and services in special education, career and technical education, and a variety of other specialty areas for our member districts and other customers. Responding to our legislative needs will also enhance our ability to serve as a model for the regional delivery of many of the programs and services needed by students and K-12 school districts.

Key initiatives supported by the Intermediate School Districts for the 2016 legislative session include the following:

## **AREA LEARNING CENTER FUNDING FOR INTERMEDIATES**

Over the past several years, Minnesota has made strides to increase educational funding and access to high quality programming for all students, those in general education and special education. There is a group of students, however, whose educational needs have not been addressed -- students served by regional Area Learning Centers (ALC) and who are our state's most at-risk group of not graduating from high school.

Students seeking an educational alternative in an ALC have the option to choose the ALC that he/she and the parents is a good fit for their needs. Regional ALCs often educate those who need the most learning supports to be successful; however, the funding is capped so that *less* funding than what is allocated for a general education student follows him or her to a regional ALC. Most regional ALCs do not have access to other revenue sources other than general education revenue.

In addition, recent legislative action has taken a step backwards from providing equitable funding for these students. For regional ALC's, elements of the general education revenue do not flow to programs outside of a student's resident district resulting in a marked financial disincentive for regional entities to provide programs for students whose educational needs are the greatest. The Intermediate School Districts believe this negative funding trend does not recognize the severity of educational needs for these students who require the most educational supports to graduate.

Without changes in funding, regional ALCs may not be able to continue operating programs for this group who are disproportionately minorities, homeless or highly mobile, or pregnant and parenting. The following legislative requests will help provide adequate resources to regional ALCs so that these students will have the necessary programming to graduate successfully from high school.

***Allocate state aid to the Intermediates equivalent to the average referendum revenue and local optional revenue for the member districts' of that cooperative unit.*** To do this, it would be necessary to change the language now in statute that specifically excludes these revenue components from the general education revenue calculation for ALC students in Intermediate or cooperative district programs. This new state aid would follow the students and be included in the amounts set aside for funding ALC programs.

These programs would receive aid equal to the number of pupil units attending the area learning center times the sum of the statewide average referendum revenue and local optional revenue for the member districts' of that cooperative unit.

***Expand Credit Recovery Limit students in ALCs.*** Funding is currently capped at an additional .2 ADM (Average Daily Membership) per student regardless of how old or how far behind the student is. This often means that districts can offer after-school or extended school time, but not both. We propose to increase the pupil weighting to .5 ADM to allow students who qualify to be in an ALC the needed time and resources to attain their high school diploma before they reach age 21. This will result in an increase to both district and state graduation rates.

### **SPECIAL EDUCATION AND MENTAL HEALTH SERVICES**

Over the last ten years, the Intermediate School Districts have had a growing number of students come to their programs with increasingly complex special education disabilities and extraordinary mental health needs. Public schools have become the frontline of children's mental health services and have become the de facto mental health system for Minnesota's 125,000 students who receive special education services, at least during the school day. This trend is alarming for several reasons -- schools do not have the funding for the necessary training, staff support, or specialized mental health services to serve in this capacity. The Intermediates request that the Legislature address this issue by:

**Provide mental health/crisis prevention professional development aid.** The staff providing direct service in these organizations serve the most physically violent students in our public schools. These teachers and educational assistants need ongoing training

and retraining to build skills to deescalate behaviors and keep others safe particularly given the goals to reduce and eliminate the use of restrictive procedures. We propose categorical funding to the Intermediate District to provide on-going professional development to all teachers and educational assistants in the amount of \$1,000 times the total teacher and educational assistant positions in the district

***Fully fund the special education cross subsidy.*** Each year, Minnesota schools spend \$600 million in regular education funding to subsidize special education costs. This gap in funding is a significant reason school districts face funding challenges year after year.

***Support additional funding for school linked mental health grants.***

# Intermediate District 287

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## INTER-OFFICE MEMORANDUM

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Date: February 25, 2016

To: Sandra Lewandowski, Superintendent

From: Donna Moe, Assistant Director of Research, Evaluation, and Assessment

**Re: Intermediate District 287 School Year 2014-2015 Graduation Rates**

The Minnesota Department of Education (MDE) just released its 2014-2015 Minnesota Graduation Rates report. Intermediate School District 287's 2014-2015 graduation rates show an increase for all graduation cohorts as compared to the 2013-2014 school year:

- All Students:
  - The four-year cohort increased its graduation rate 4.83%; the five-year cohort increased 4.53%; the six-year cohort increased 6%.
- Student Groups:
  - All student groups in each cohort increased their graduation rates with the exception of the Limited English Proficient (LEP) group in the five-year cohort. The student groups are categorized by ethnicity, LEP, special education, free and reduced lunch, and gender.
- Schools/programs included in the MDE Minnesota Graduation Rates report include Intermediate District 287 day and independent study programs.

Further analysis will be conducted to determine 2015 graduation rates for specific District 287 day programs, as well as a comparison of graduation rates to similar intermediate districts.

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

Regular Meeting – February 25, 2016

**AGENDA SECTION:** BUSINESS SERVICES REPORT

**ITEM:** Approval of Routine Monthly Finance Report

**PRESENTED BY:** Mae L. Hawkins, Executive Director of Business Services

**1. Background Information**

The January Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds total \$49,081,380 or 51.7% of the Original Revenue Budget of \$95,009,226. The District’s monthly revenue will continue to be based upon the cash payments we receive from MDE Special Education Uniform Tuition system and other state aids. 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 \$47,176,042, or 50.3% of the Original Expenditure Budget of \$93,820,405.

DDA

Attachments

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

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

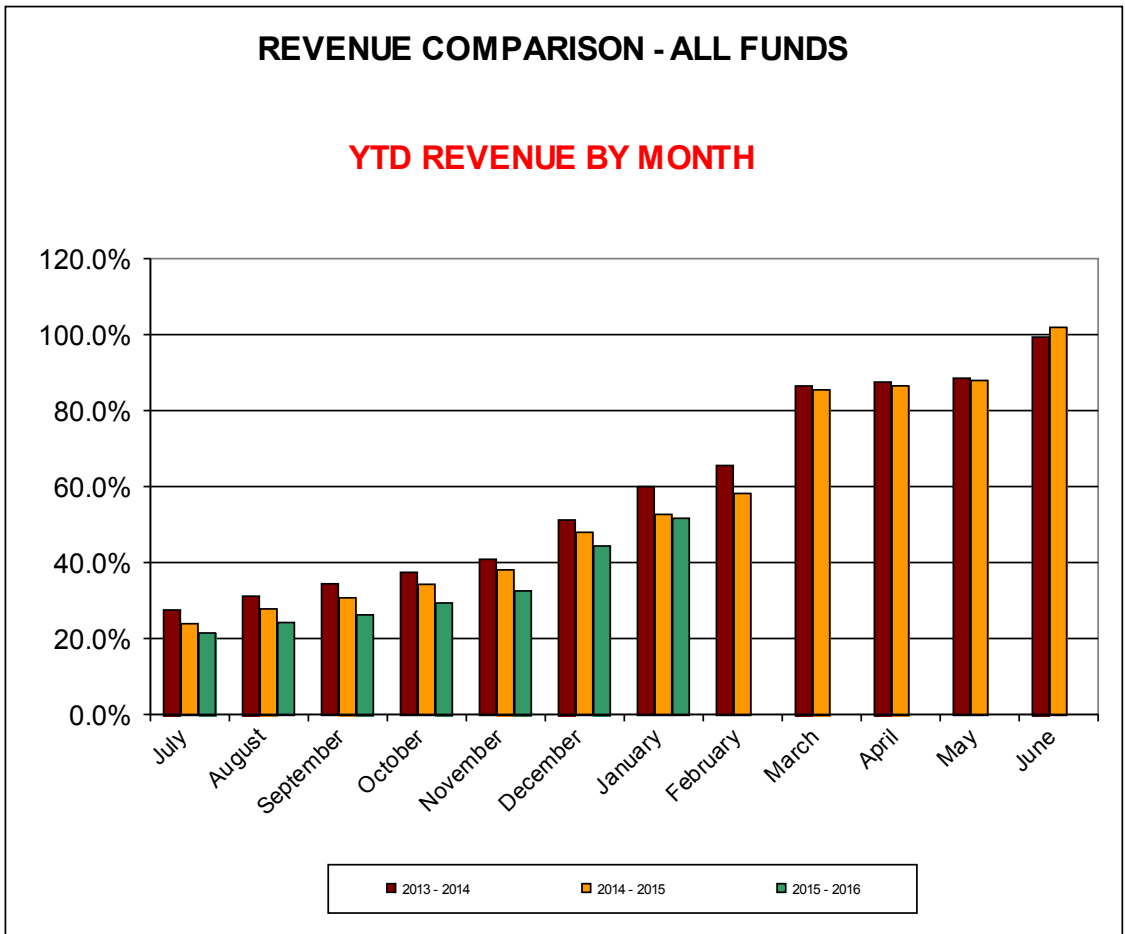
Motion by: \_\_\_\_\_ Yes \_\_\_\_ Passed \_\_\_\_

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

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

**DISTRICT 287  
REVENUE COMPARISON**

Month	2013 - 2014		2014 - 2015		2015 - 2016	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	23,266,115	27.5%	20,284,604	23.9%	20,378,472	21.4%
August	3,076,425	31.1%	3,296,130	27.8%	2,631,390	24.2%
September	2,766,649	34.4%	2,486,874	30.7%	1,909,306	26.2%
October	2,558,934	37.4%	3,017,044	34.3%	2,986,373	29.4%
November	2,904,928	40.9%	3,240,902	38.1%	3,005,312	32.5%
December	8,740,826	51.2%	8,380,131	48.0%	11,245,464	44.4%
January	7,444,596	60.0%	4,014,753	52.7%	6,925,064	51.7%
February	4,699,240	65.6%	4,675,723	58.2%		
March	17,705,512	86.5%	23,146,696	85.5%		
April	882,851	87.5%	872,787	86.5%		
May	867,293	88.5%	1,225,771	88.0%		
June	9,140,621	99.4%	11,843,255	101.9%		
<b>TOTAL</b>	<b>84,053,988</b>	<b>99.4%</b>	<b>86,484,671</b>	<b>101.9%</b>	<b>49,081,380</b>	<b>51.7%</b>
<b>BUDGET</b>	<b>84,601,954</b>		<b>84,865,422</b>		<b>95,009,226</b>	



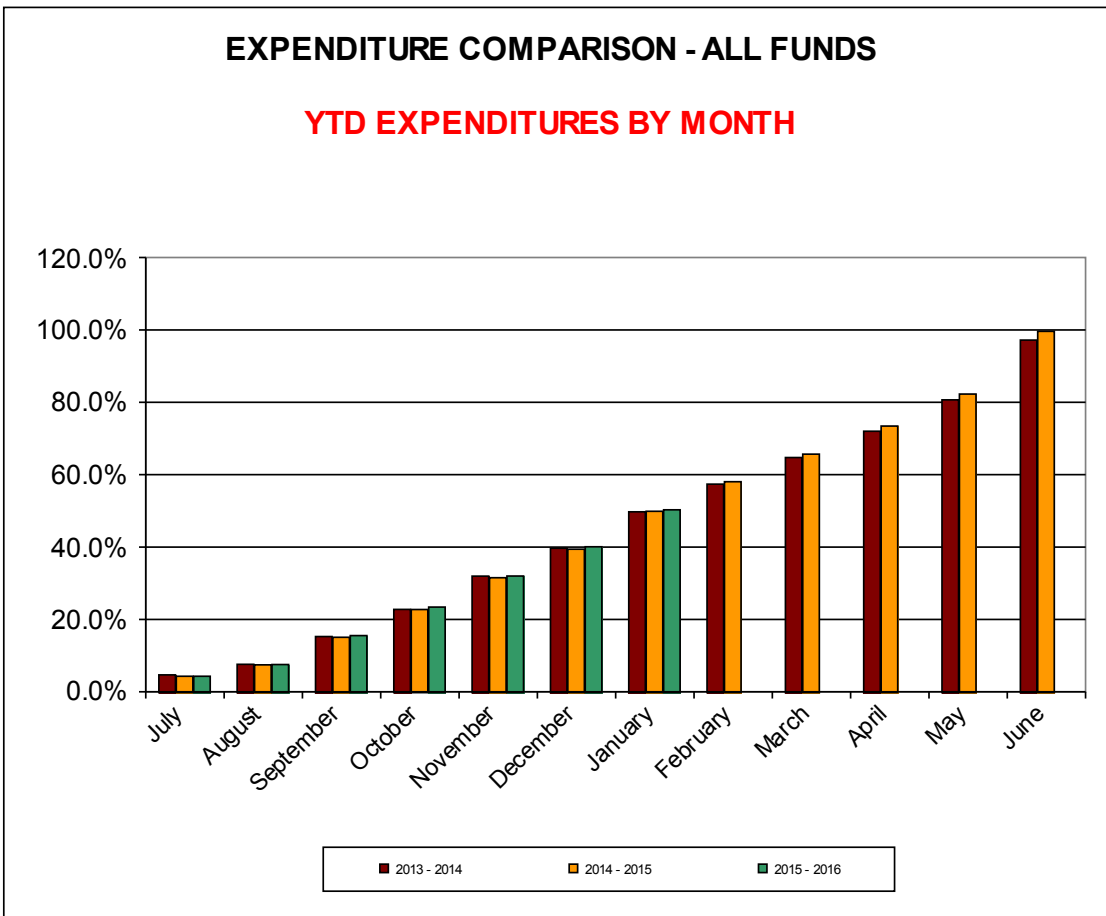
ACCT STATUS: All Account Statuses ACCOUNT RANGES: 01 TO 99-999  
 ZERO BALANCES: Suppress Zero Balances INCLUDE/EXCLUDES: EXL FD 09 09 EXL FD 11 11  
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 SUBTOTALED BY: ACCOUNT FD  
 SERIES TOTALS: <None Selected>  
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FD	PRIOR YEAR ACTUAL	REVISED BUDGET	01/01/16 TO 01/31/16	FISCAL YEAR 201507 RECEIVED THRU 01/31/16	REMAINING ON 01/31/16	PERCENT REMAINING
01 GENERAL FUND	17,777,359.19	17,482,069	26,289.12	8,635,901.96	8,846,167.04	50.60 %
02 FOOD SERVICE FUND	777,191.43	739,192	66,352.20	154,519.75	584,672.25	79.09 %
04 COMMUNITY SERVICE FUND	152,563.94	180,673	1,956.68	38,665.86	142,007.14	78.59 %
07 DEBT SERVICE FUND	5,321,360.99	5,357,622	745,470.92	1,595,922.94	3,761,699.06	70.21 %
08 TRUST FUND	523,661.30	477,642	53,524.07	280,086.83	197,555.17	41.36 %
10 SCHOLARSHIP FUND	3,274.81	0	0.00	1,850.00	1,850.00	0.00 %
12 ALC-ACADEMIC	9,680,850.40	9,249,925	404,721.99	3,104,543.90	6,145,381.10	66.43 %
13 CAREER & TECH	1,232,307.31	1,309,384	7,959.84	861,230.10	448,153.90	34.22 %
14 SPECIAL EDUCATION	50,428,730.31	50,497,777	3,473,665.18	28,705,704.08	21,792,072.92	43.15 %
20 INTERNAL SERVICE FUND - DENTAL	558,134.67	493,010	57,719.62	247,487.42	245,522.58	49.80 %
21 INTERNAL SERVICE FUND - HEALTH	0.00	9,194,232	2,086,393.76	5,449,909.83	3,744,322.17	40.72 %
41 DONATIONS	4,108.55	0	0.00	0.00	0.00	0.00 %
51 STUDENT CLUBS	33,344.93	27,700	1,010.44	5,557.77	22,142.23	79.93 %
*** REPORT TOTALS:	86,484,670.73	95,009,226	6,925,063.82	49,081,380.44	45,927,845.56	48.34 %

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**DISTRICT 287**  
**EXPENDITURE COMPARISON**

Month	2013 - 2014		2014 - 2015		2015 - 2016	
	\$ Amount	% of Budget	\$ Amount	% of Budget	\$ Amount	% of Budget
July	3,962,038	4.7%	3,601,915	4.3%	4,043,775	4.3%
August	2,486,804	7.6%	2,637,832	7.4%	3,043,894	7.6%
September	6,489,103	15.3%	6,385,388	15.1%	7,479,224	15.5%
October	6,365,911	22.8%	6,438,125	22.7%	7,410,809	23.4%
November	7,781,071	32.0%	7,361,288	31.5%	8,038,585	32.0%
December	6,551,462	39.7%	6,626,717	39.4%	7,601,203	40.1%
January	8,521,477	49.7%	8,778,883	49.9%	9,558,553	50.3%
February	6,477,527	57.4%	6,840,106	58.1%		
March	6,241,384	64.7%	6,389,294	65.7%		
April	6,167,270	72.0%	6,520,531	73.5%		
May	7,333,498	80.7%	7,400,192	82.3%		
June	14,005,680	97.2%	14,548,028	99.6%		
<b>TOTAL</b>	<b>82,383,226</b>	<b>97.2%</b>	<b>83,528,297</b>	<b>99.6%</b>	<b>47,176,042</b>	<b>50.3%</b>
<b>BUDGET</b>	<b>84,760,037</b>		<b>83,839,420</b>		<b>93,820,405</b>	



ACCT STATUS: All Account Statuses ACCOUNT RANGES: 01 TO 99-999  
 ZERO BALANCES: Suppress Zero Balances INCLUDE/EXCLUDES: EXL FD 09 09 EXL FD 11 11  
 SORTED BY: ACCOUNT FD  
 SUBTOTALLED BY: ACCOUNT FD  
 SERIES TOTALS: <None Selected>  
 PAGE BREAK ON: <None Selected>

FD	PRIOR YEAR ACTUAL	REVISED BUDGET	01/01/16 TO 01/31/16	FISCAL YEAR 201507 EXPENDED THRU 01/31/16	ENCUMBERED THRU 01/31/16	REMAINING ON 01/31/16	PERCENT REMAINING
01 GENERAL FUND	17,477,615.46	17,746,699	1,180,071.52	9,692,222.50	1,944,689.38	6,109,787.12	34.42 %
02 FOOD SERVICE	777,191.43	739,192	71,496.06	349,155.78	186,345.88	203,690.34	27.55 %
04 COMMUNITY SERVICE FUND	152,563.94	180,673	11,874.94	93,052.31	256.30	87,364.39	48.35 %
07 DEBT SERVICE FUND	3,974,512.45	3,970,458	2,275,028.13	3,560,392.96		410,065.04	10.32 %
08 TRUST FUND	536,559.99	477,642	53,524.07	261,498.87		216,143.13	45.25 %
10 SCHOLARSHIP FUND	21,274.78	29,000	0.00	2,537.63		26,462.37	91.24 %
12 ALC-ACADEMIC	9,863,608.77	9,327,553	772,609.57	4,435,987.44	448,310.33	4,443,255.23	47.63 %
13 CAREER & TECH	1,211,784.61	1,309,384	95,181.68	512,914.72	8,621.76	787,847.52	60.16 %
14 SPECIAL EDUCATION	48,946,255.27	50,317,206	4,555,282.29	23,858,963.75	1,097,528.43	25,360,713.82	50.40 %
20 INTERNAL SERVICE FUND	537,857.45	494,000	33,807.87	215,185.45		278,814.55	56.44 %
21 SELF HEALTH INSURANCE	0.00	9,194,232	504,620.34	4,183,422.22	5,003,438.68	7,371.10	0.08 %
51 STUDENT CLUBS	29,073.32	34,366	5,056.27	10,708.63		23,657.37	68.83 %
*** REPORT TOTALS:	83,528,297.47	93,820,405	9,558,552.74	47,176,042.26	8,689,190.76	37,955,171.98	40.45 %

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# Intermediate District 287

## *Responsive. Innovative. Solutions.*

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### INTER-OFFICE MEMORANDUM

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DATE: **February 16, 2016**

TO: Members of the School Board

FROM: Mae L. Hawkins, Executive Director of Business Services

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

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

- |  |             |                     |
|--|-------------|---------------------|
| 1. Claim payments for: <b>January 2016</b>   | Totaling \$ | <u>6,408,149.18</u> |
| a) Check #'s <b>500312 - 500607</b><br>and Wire Transfers - #'s <b>2667 - 2682, 3117, *70018234 - 70018820, 80001132 - 80001153</b><br><i>*(includes unissued wire numbers 70018234 - 70018308 &amp; 70018451 - 70018746)</i><br>and P-Card Purchases - #'s <b>90000547 - 90000559</b> |             |                     |
| 2. Payroll for: <b>January 2016</b>  | Totaling \$ | <u>2,530,365.05</u> |
| a) Check #'s <b>675614 - 675615</b><br>b) Direct Deposit #'s <b>295692 - 296694, 296695 - 297684</b><br>and Wire Transfers - #'s <b>n/a</b>  |             |                     |
| 3. Receipts for: <b>January 2016</b>   | Totaling \$ | <u>4,907,547.31</u> |
| a) Receipt #'s <b>138770 - 138960</b>  |             |                     |
| 4. Investments at end of month   | Totaling \$ | <u>3,517,564.85</u> |

Claims/Expenditures, wire transfers, P-Card purchases, payroll, 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  
INVESTMENTS ON HAND  
JANUARY 2016**

INV NBR	INSTITUTION	INV TYPE	RATE OF RETURN (%)	PURCHASE DATE	MATURITY DATE	AMOUNT INVESTED
	PMA- MNTRUST INVESTMENT SHARES PORTFOLIO					447.95
	PMA- MNTRUST SAVINGS DEPOSIT ACCOUNT	SDA	0.040	01/01/16	01/31/16	3,517,116.90
	TOTAL PMA- MNTRUST INVESTMENTS ON BOOKS					3,517,564.85

**ACTIVITY DETAIL:**

INVESTMENTS ON OUR BOOK AT END OF PRIOR MONTH	3,517,116.90
CURRENT MONTH ACTIVITY	
DEPOSITS	
WITHDRAWALS	
INTEREST EARNED- RECORDED	447.95
INTEREST EARNED- NOT RECORDED BY MONTH-END	-
TOTAL INVESTMENTS AT END OF MONTH & UN-RECORDED INTEREST	3,517,564.85

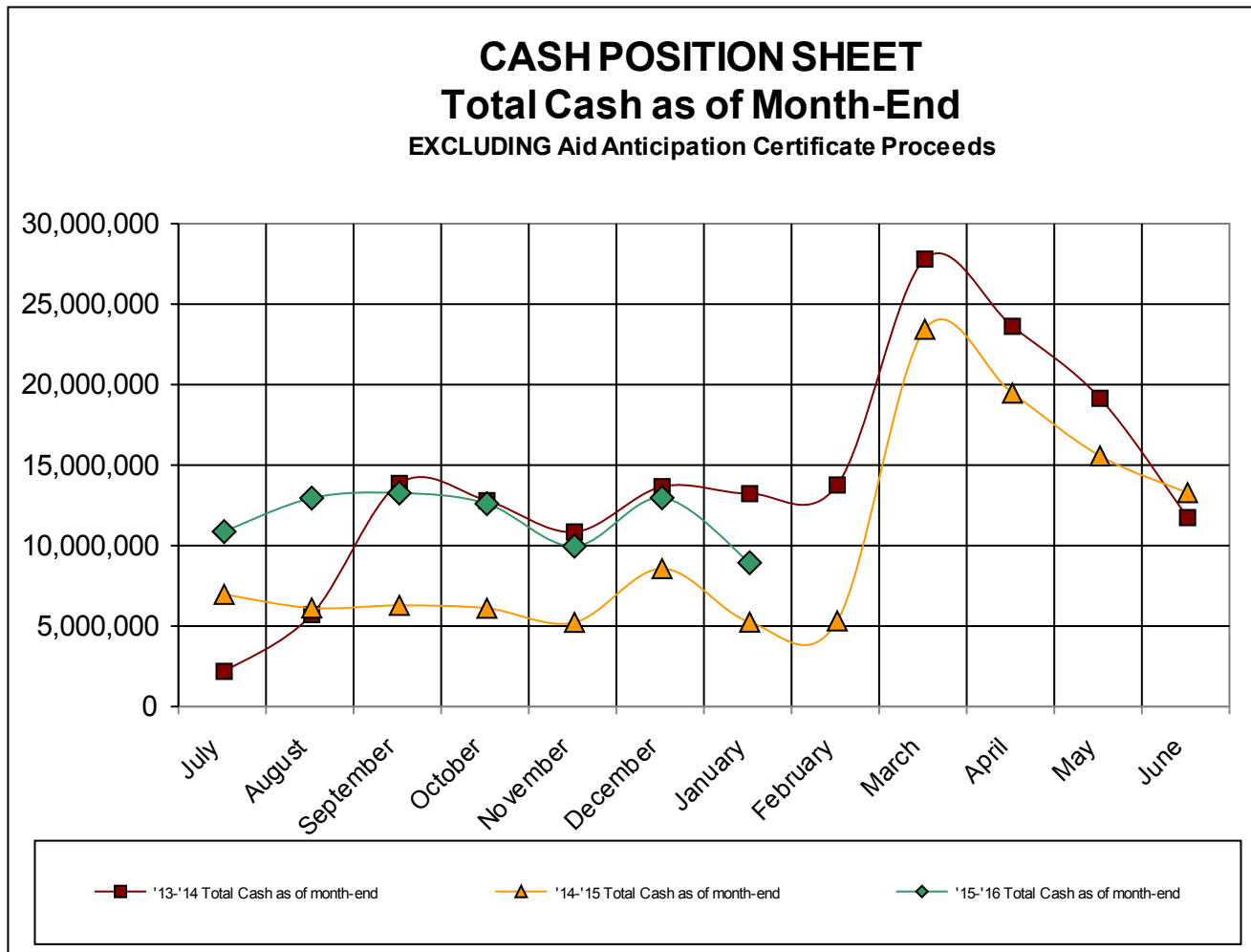
# Intermediate District 287

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

- EXCLUDING Aid Anticipation Certif. Proceeds

<u>Date</u>	<u>'13-'14 Total Cash as of month-end</u>	<u>'14-'15 Total Cash as of month-end</u>	<u>'15-'16 Total Cash as of month-end</u>
July	2,191,127 <sup>1</sup>	6,975,746	10,874,357
August	5,718,061 <sup>1</sup>	6,126,182	12,957,525
September	13,862,706	6,288,912	13,272,863
October	12,796,587	6,111,818	12,606,016
November	10,848,256	5,234,858	9,967,552
December	13,665,705	8,574,866	12,975,710
January	13,229,251	5,249,429	8,941,620
February	13,767,789	5,322,861	
March	27,803,669	23,439,811	
April	23,625,636	19,473,405	
May	19,151,688	15,576,013	
June	11,744,521	13,291,819	

<sup>1</sup> excludes Aid Anticipation Certif. proceeds of \$9,900,000.00 in Aug. 2012, paid back in Sept. 2013



**INTERMEDIATE DISTRICT 287**  
**JANUARY 2016 ACTIVITY**

**ELECTRONIC TRANSFERS IN:**

DATE	AGENCY	TO	EF#	AMOUNT	DESCRIPTION
1/11/2016	ARTS BOARD	MSDLAF	138770	1,908.00	MN STATE-MMB ART LRNING GRANT
1/13/2016	EDUC-STATE AID	MSDLAF	138771	960.95	01S211 ONLINE LEARNING JAN 16
	EDUC-STATE AID	MSDLAF	138771	77,484.88	01S211 GEN ED AID JAN 16
	EDUC-STATE AID	MSDLAF	138771	3,183,937.68	01S360 SPECIAL ED-ST AID FY15-16
1/26/2016	EDUC-ST AID	MSDLAF	138772	61,987.91	GENERAL ED AID FY15-16
1/27/2016	EDUC-FNS	MSDLAF	138773	645.55	02F705 ST BRKFST NOV 15 & DEC 15
	EDUC-FNS	MSDLAF	138773	31,643.50	02F701 FED FREE LUNCH NOV 15 & DEC 15
	EDUC-FNS	MSDLAF	138773	2,296.50	02S300 ST LUNCHES NOV 15 & DEC 15
	EDUC-FNS	MSDLAF	138773	4,437.65	02F701 FED REG LUNCH NOV 15 & DEC 15
	EDUC-FNS	MSDLAF	138773	858.90	02F701 FED HHFKA LUNCH NOV 15 & DEC 15
	EDUC-FNS	MSDLAF	138773	17,947.03	02F705 FED BRKFST NOV 15 & DEC 15
1/6/2016	HENN CO HSPHD	MSDLAF	138955	2,802.07	MEC2 SECA
1/4/2016	HENN CO HSPHD	MSDLAF	138956	1,402.01	MEC2 SECA
1/11/2016	HENN CO HSPHD	MSDLAF	138957	2,717.73	MEC2 SECA
	EDUC-FNS	MSDLAF	138959	4.07	FNS COMMODITY REBATE
1/31/2016	SQUARE-INC	MSDLAF	138943	579.09	SEC COMMON GROUNDS JAN 2016
	ELAVON	MSDLAF	138944	3,010.00	PAYPAM JANUARY 2016
	PAYPAL	MSDLAF	138945	4,507.29	PAYPAL JANUARY 2016
	APPLE CLICS	MSDLAF	138942	70.16	APPLE CLICKS BK IN DEC
	MERCHANT BK CD	MSDLAF	138946	560.00	287 CONFERENCE CENTER BKCD SVS
<b>MTD TOTALS</b>				<b>3,399,760.97</b>	

**WIRE TRANSFERS OUT:**

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
1/8/2016	MSDLAF	BANK OF MONTREAL	90000547 - 90000559	40,908.71	P-CARD PD DECEMBER 15 BK JANUARY 16
	MSDLAF	US BANK	70018234 - 70018308	0.00	UNISSUED WIRE NUMBERS
1/12/2016	MSDLAF	US BANK	70018309 - 70018383	8,701.08	DIRECT DEPOSIT EMPLOYEE EXPENSES FY15-16
1/15/2016	MSDLAF	EBC	80001132	21,442.96	EMPLOYEE & EMPLOYER 403B
	MSDLAF	MSRS	80001133	1,897.67	MN STATE RETIREMENT SYSTEM - VEBA
	MSDLAF	PERA	80001134	59,578.90	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80001135	88,488.31	TEACHERS RETIREMENT ASSN
	MSDLAF	US BANK	80001136	147,237.67	FEDERAL TAXES
	MSDLAF	EBC	80001137	57,566.03	EMPLOYEE & EMPLOYER 403B
	MSDLAF	MN DEPT OF REV	80001138	478.65	MN DEPT OF REVENUE-WAGE LEVY'S
	MSDLAF	MN DEPT OF REVENUE	80001139	76,736.30	STATE WITHHOLDING TAXES
	MSDLAF	PERA	80001140	51,634.64	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80001141	88,488.31	TEACHERS RETIREMENT ASSN
	MSDLAF	US BANK	80001142	337,148.20	FEDERAL TAXES
	MSDLAF	US BANK	295692 - 296694	1,264,008.59	DIRECT DEPOSIT PAYROLL REG

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**INTERMEDIATE DISTRICT 287**  
**JANUARY 2016 ACTIVITY**

1/21/2016	MSDLAF	HEALTH PARTNERS	2667	2,520.69	HPAI CLAIMS 1/8/16
	MSDLAF	HEALTH PARTNERS	2668	87,588.47	HPAI CLAIMS 1/12/16
	MSDLAF	HEALTH PARTNERS	2669	140,713.45	HPAI CLAIMS 1/18/16
	MSDLAF	HEALTH PARTNERS	2670	124,875.26	HPAI CLAIMS 1/22/16
	MSDLAF	WELLS FARGO	2671	3,926.62	WELLS FARGO BROKERAGE LOAN PAYMENT
	MSDLAF	US BANK	2672	745,163.70	US BANK LOAN PAYMENT
	MSDLAF	US BANK	2673	298,996.88	US BANK LOAN PAYMENT
	MSDLAF	WELLS FARGO	2674	472,368.75	WELLS FARGO BROKERAGE LOAN PAYMENT
	MSDLAF	EBC	2675	144,292.65	EBC WIRE TR
	MSDLAF	MSRS	2676	7,832.10	MSRS WIRE TR
	MSDLAF	US BANK	70018384 - 70018450	3,646.28	DIRECT DEPOSIT EMPLOYEE EXPENSES FY16
	MSDLAF	US BANK	70018451 - 70018746	0.00	UNUSED WIRE NUMBERS
	MSDLAF	US BANK	70018747 - 70018820	9,556.67	DIRECT DEPOSIT EMPLOYEE EXPENSES FY16
	MSDLAF	WELLS FARGO	2677	607,662.50	WELLS FARGO BROKERAGE LOAN PAYMENT
	MSDLAF	HEALTH PARTNERS	2678	151,320.45	HPAI CLAIMS 1/26/16
	MSDLAF	BANK OF MONTREAL	2679	76,498.37	A/P P-CARD DEC 15 ACT - PD JAN 16
	MSDLAF	CHS	2680	53,524.07	CORPORATE HEALTH SYSTEMS
1/28/2016	MSDLAF	US BANK	2681	136.53	MERCHANT CARD FEES DEC15 ACT BK IN JAN16
	MSDLAF	BANK CARD SERVICES	2682	53.00	BK CD SVS
1/29/2016	MSDLAF	EBC	80001143	21,331.53	EMPLOYEE & EMPLOYER 403B
	MSDLAF	MSRS	80001144	1,897.67	MN STATE RETIREMENT SYSTEM - VEBA
	MSDLAF	MN DEPT OF REV	80001145	59,236.18	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80001146	88,630.50	TEACHERS RETIREMENT ASSN
	MSDLAF	US BANK	80001147	147,477.46	FEDERAL TAXES
	MSDLAF	EBC	80001148	56,444.42	EMPLOYEE & EMPLOYER 403B
	MSDLAF	MN DEPT OF REV	80001149	297.73	MN DEPT OF REVENUE-WAGE LEVY'S
	MSDLAF	MN DEPT OF REV	80001150	77,157.42	STATE WITHHOLDING TAXES
	MSDLAF	PERA	80001151	51,337.68	PUBLIC EMPLOYEES RETIREMENT ASSN
	MSDLAF	TRA	80001152	88,645.79	TEACHERS RETIREMENT ASSN
	MSDLAF	US BANK	80001153	338,438.84	FEDERAL TAXES
	MSDLAF	US BANK	3117	165.23	ARP FEES RECEIPT ACCT DEC15
	MSDLAF	US BANK	296695 - 297684	1,265,164.98	DIRECT DEPOSIT PAYROLL REG

**MTD TOTALS** **7,371,217.89**



**DONATIONS  
INTERMEDIATE DISTRICT 287  
2015-2016**

**January 2016**

<b>DON. DATE</b>	<b>DESCRIPTION</b>	<b>VIN#</b>	<b>EST VALUE</b>	<b>DONOR</b>	<b>SS# OR FED ID#</b>	<b>CAMPUS</b>	<b>PROGRAM</b>
10/1/15	1997 HONDA ACCORD	1HGCD7137VA004228	NONE GIVEN	BARTELL, JAMES P		HTC/EP	AUTO TECH CLASS
12/22/15	CHECK		\$ 66.56	K FOUNDATION - GIVEMN.ORG		NEC	NECA STUDENT CLUB
			\$ 66.56				

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

Regular Meeting – February 25, 2016

**AGENDA SECTION:** BUSINESS SERVICES REPORT

**ITEM:** Approval of FY16 Budget Revision

**PRESENTED BY:** Mae L. Hawkins, Executive Director of Business Services

**1. Background Information**

A motion is necessary to approve the Budget Revision as presented. For All Funds the budget has a Total Beginning Fund Balance of \$20,983,858, with a Total Revised Revenue Budget of \$96,606,120, and Total Revised Expenditure Budget of \$95,730,013. This results in a Total Revised 6/30/16 Adjusted Fund Balance of \$21,859,965.

The Total Unassigned Fund Balance in the General Fund is projected at \$6,034,228 or 7.5%.

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

**3. RECOMMENDED ACTION: The Board approve the FY16 Budget Revision as presented.**

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

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

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

INTERMEDIATE DISTRICT 287 REVISED BUDGET 2015-16

	1	2	3	4	5	6	7	8	9	10	11	12	Percent Fund Bal to Total Exp
	BEGINNING FUND BALANCE 7/1/2015	FY16 PROJECTED REVENUES			FY16 PROJECTED EXPENDITURES			FY16 PROJECTED FUND BALANCE			Sep & Sev FY 16 Budgeted Transfer	FY 16 PROJECTED Adjusted FUND BALANCE	
		ORIGINAL BUDGET	FEB. 2016 REVISED BUDGET	NET CHG. REVENUES ORIG vs. REV	ORIGINAL BUDGET	FEB. 2016 REVISED BUDGET	NET CHG. EXPEND. ORIG vs REV	FUND BALANCE 6/30/2016	FEB. 2015 FUND BAL 6/30/2016	FEB. 2015 FD BAL CHNG BEG vs REV			
<b>GENERAL FUND UNASSIGNED</b>													
DISTRICTWIDE ADMIN / OPS	\$ 451,261	\$ 15,812,015	\$ 15,837,950	\$ 25,935	\$ 15,767,815	\$ 16,304,201	\$ 536,386	\$ 495,461	\$ (14,990)	\$ (466,251)	\$ 14,990	\$ -	(1)
ALC / ACADEMIC EDUCATION	\$ -	\$ 8,493,322	\$ 8,352,569	\$ (140,753)	\$ 8,350,759	\$ 8,210,469	\$ (140,290)	\$ 142,563	\$ 142,100	\$ 142,100	\$ (142,100)	\$ -	(2)
CAREER AND TECH	\$ 181,253	\$ 1,309,384	\$ 1,169,150	\$ (140,234)	\$ 1,269,384	\$ 1,129,150	\$ (140,234)	\$ 221,253	\$ 221,253	\$ 40,000	\$ (40,000)	\$ 181,253	(3)
SPECIAL EDUCATION	\$ 5,852,974	\$ 49,431,185	\$ 50,121,960	\$ 690,775	\$ 48,735,946	\$ 50,121,960	\$ 1,386,014	\$ 6,548,213	\$ 5,852,974	\$ -	\$ -	\$ 5,852,974	(4)
<b>TOTAL UNASSIGNED</b>	<b>\$ 6,485,489</b>	<b>\$ 75,045,906</b>	<b>\$ 75,481,629</b>	<b>\$ 435,723</b>	<b>\$ 74,123,904</b>	<b>\$ 75,765,780</b>	<b>\$ 1,641,876</b>	<b>\$ 7,407,491</b>	<b>\$ 6,201,338</b>	<b>\$ (284,151)</b>	<b>\$ (167,110)</b>	<b>\$ 6,034,228</b>	<b>7.5%</b>
<b>NONEXPENDABLE FUND BALANCE</b>	\$ 149,666	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 149,666	\$ -	\$ -	\$ 149,666	
<b>GENERAL FUND ASSIGNED</b>													
Property Account	\$ 245,581	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 245,581	\$ 45,581	\$ (200,000)	\$ -	\$ 45,581	(11)
Separation / Severance	\$ 5,445,665	\$ -	\$ -	\$ -	\$ 1,014,100	\$ 314,100	\$ (700,000)	\$ 4,431,565	\$ 5,131,565	\$ (314,100)	\$ 314,100	\$ 5,445,665	
Student Clubs	\$ 47,181	\$ 27,700	\$ 27,600	\$ (100)	\$ 34,366	\$ 33,465	\$ (901)	\$ 40,515	\$ 41,316	\$ (5,865)	\$ -	\$ 41,316	
Health Partners Rebate	\$ 76,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,299	\$ 76,299	\$ -	\$ -	\$ 76,299	
Collaborative Curriculum Project	\$ 256,222	\$ 166,000	\$ 130,000	\$ (36,000)	\$ 201,256	\$ 205,309	\$ 4,053	\$ 220,966	\$ 180,913	\$ (75,309)	\$ -	\$ 180,913	
Transportation Vehicle Dep.	\$ 28,587	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,587	\$ 28,587	\$ -	\$ -	\$ 28,587	
MDE Tuition Appeal/MA Reserve	\$ 1,646,636	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,646,636	\$ 1,646,636	\$ -	\$ (146,990)	\$ 1,499,646	(5)
<b>TOTAL ASSIGNED</b>	<b>\$ 7,746,171</b>	<b>\$ 193,700</b>	<b>\$ 157,600</b>	<b>\$ (36,100)</b>	<b>\$ 1,249,722</b>	<b>\$ 752,874</b>	<b>\$ (496,848)</b>	<b>\$ 6,690,149</b>	<b>\$ 7,150,897</b>	<b>\$ (595,274)</b>	<b>\$ 167,110</b>	<b>\$ 7,318,007</b>	
<b>GENERAL FUND RESTRICTED</b>													
for HEALTH & SAFETY	\$ 94	\$ 117,929	\$ 313,912	\$ 195,983	\$ 117,929	\$ 314,006	\$ 196,077	\$ 94	\$ -	\$ (94)	\$ -	\$ -	
for SAFE SCHOOLS	\$ 564,984	\$ 1,552,125	\$ 1,557,482	\$ 5,357	\$ 1,602,557	\$ 1,700,542	\$ 97,985	\$ 514,552	\$ 421,924	\$ (143,060)	\$ -	\$ 421,924	(6)
for COMPENSATORY	\$ 317,124	\$ 1,657,195	\$ 1,657,195	\$ -	\$ 1,641,096	\$ 1,747,054	\$ 105,958	\$ 333,223	\$ 227,265	\$ (89,859)	\$ -	\$ 227,265	
<b>TOTAL RESTRICTED</b>	<b>\$ 882,202</b>	<b>\$ 3,327,249</b>	<b>\$ 3,528,589</b>	<b>\$ 201,340</b>	<b>\$ 3,361,582</b>	<b>\$ 3,761,602</b>	<b>\$ 400,020</b>	<b>\$ 847,869</b>	<b>\$ 649,189</b>	<b>\$ (233,013)</b>	<b>\$ -</b>	<b>\$ 649,189</b>	
<b>TOTAL GENERAL FUND</b>	<b>\$ 15,263,527</b>	<b>\$ 78,566,855</b>	<b>\$ 79,167,818</b>	<b>\$ 600,963</b>	<b>\$ 78,735,208</b>	<b>\$ 80,280,256</b>	<b>\$ 1,545,048</b>	<b>\$ 14,945,508</b>	<b>\$ 14,151,089</b>	<b>\$ (1,112,438)</b>	<b>\$ -</b>	<b>\$ 14,151,089</b>	
<b>NONMAJOR FUNDS RESTRICTED</b>													
Food Service	\$ -	\$ 739,192	\$ 768,487	\$ 29,295	\$ 739,192	\$ 768,487	\$ 29,295	\$ -	\$ -	\$ -	\$ -	\$ -	(7)
Community Services	\$ -	\$ 180,673	\$ 179,297	\$ (1,376)	\$ 180,673	\$ 179,297	\$ (1,376)	\$ -	\$ -	\$ -	\$ -	\$ -	(8)
Debt Services (07)	\$ 5,121,534	\$ 5,357,622	\$ 5,357,622	\$ -	\$ 3,970,458	\$ 3,970,458	\$ -	\$ 6,508,698	\$ 6,508,698	\$ 1,387,164	\$ -	\$ 6,508,698	(9)
Trust (Flex Account) (08)	\$ 10,684	\$ 477,642	\$ 522,996	\$ 45,354	\$ 477,642	\$ 522,996	\$ 45,354	\$ 10,684	\$ 10,684	\$ -	\$ -	\$ 10,684	
Scholarship Fund (10)	\$ 100,314	\$ -	\$ -	\$ -	\$ 29,000	\$ 24,000	\$ (5,000)	\$ 71,314	\$ 76,314	\$ (24,000)	\$ -	\$ 76,314	
Internal Service Fund (20)- Dental	\$ 487,798	\$ 493,010	\$ 540,000	\$ 46,990	\$ 494,000	\$ 496,000	\$ 2,000	\$ 486,808	\$ 531,798	\$ 44,000	\$ -	\$ 531,798	
Internal Service Fund (21)-Health	\$ -	\$ 9,194,232	\$ 10,069,900	\$ 875,668	\$ 9,194,232	\$ 9,488,519	\$ 294,287	\$ -	\$ 581,381	\$ 581,381	\$ -	\$ 581,381	(10)
<b>TOTAL NONMAJOR FUNDS RESTRICTED</b>	<b>\$ 5,720,330</b>	<b>\$ 16,442,371</b>	<b>\$ 17,438,302</b>	<b>\$ 995,931</b>	<b>\$ 15,085,197</b>	<b>\$ 15,449,757</b>	<b>\$ 364,560</b>	<b>\$ 7,077,504</b>	<b>\$ 7,708,875</b>	<b>\$ 1,988,545</b>	<b>\$ -</b>	<b>\$ 7,708,875</b>	
<b>TOTAL ALL FUNDS</b>	<b>\$ 20,983,858</b>	<b>\$ 95,009,226</b>	<b>\$ 96,606,120</b>	<b>\$ 1,596,894</b>	<b>\$ 93,820,405</b>	<b>\$ 95,730,013</b>	<b>\$ 1,909,608</b>	<b>\$ 22,023,013</b>	<b>\$ 21,859,965</b>	<b>\$ 876,107</b>	<b>\$ -</b>	<b>\$ 21,859,965</b>	

3 - 2

6 - 5

1 + 2 - 5

1 + 3 - 6

9 - 1

9 + 11

12 ÷ 6 (Rvsd)

**INTERMEDIATE DISTRICT 287 REVISED BUDGET 2015-16**

<u>ORIGINAL BUDGET</u>	<u>DATE</u>	<u>NOTES</u>
RECOMMENDED BOARD APPROVAL APPROVED BY SCHOOL BOARD	6/25/2015 6/25/2015	<ol style="list-style-type: none"> <li>1. Core fee has been budgeted in FY16 at \$15.05 per Adjusted Pupil Unit which is a \$3.00 per APU increase in FY16.</li> <li>2. ALC/Academic is projected to be a balanced budget. Reductions were made in these programs to balance the budget.</li> <li>3. Career &amp; Tech is projecting no change in fund balance.</li> <li>4. Special Education is also projected as a balanced budget.</li> <li>5. The MDE Tuition Appeal/MA reserve will be used to offset any potential loss of revenue in these two areas.</li> <li>6. Safe Schools budget reflects a legislative increase of \$5.00 per Adjusted Pupil Unit.</li> <li>7. Food Service - We have budgeted a transfer of \$331,002 from general fund to offset the estimated deficit in Food Service. Fund balances above reflect this transfer.</li> <li>8. Community Services (Conference Center) - We have budgeted a transfer of \$106,273 from general fund to offset the estimated deficit in Community Services. Fund balances above reflect this transfer.</li> <li>9. Debt Service fund balance is projected to increase; this fund balance is restricted for the sinking fund and will be used to pay off the liabilities associated with the North Education Center building.</li> <li>10 Fund 21 has been added to the budget and will reflect our Self Insurance-Health Program.</li> </ol>
<u>REVISED BUDGET</u> RECOMMENDED BOARD APPROVAL APPROVED BY SCHOOL BOARD	2/25/2016	<ol style="list-style-type: none"> <li>1. The Districtwide Admin/OPS zero fund balance includes a \$132,000 potential transfer to severance. It also includes a fund balance transfer from the MDE Tuition Appeal reserve to cover a estimated shortfall in the FY15 appeal amount.</li> <li>2. Northern Star Online programs strong enrollment has helped this area to balance.</li> <li>3. Career &amp; Tech is projecting a balanced budget. Rates will be reflective of actual expenditures, lease cost for HTC was moved to General Fund Lease Levy in the Districtwide/ Admin Ops area.</li> <li>4. Severance expenditures are budgeted within the Special Education fund with the revised budget.</li> <li>7. Food Service - We have budgeted a transfer of \$371,167 from general fund to offset the estimated deficit in Food Service. Fund balances above reflect this transfer.</li> <li>8. Community Services (Conference Center) - We have budgeted a transfer of \$113,897 from general fund to offset the estimated deficit in Community Services. Fund balances above reflect this transfer.</li> <li>10. Internal Service Fund 21, the health self insurance fund is projected to have a reserve of \$581,381</li> <li>11. The next phase of the District Service Center is planned for this school year.</li> </ol>

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

Regular Meeting – February 25, 2016

**AGENDA SECTION:** BUSINESS SERVICES REPORT

**ITEM:** Approval of FY17 Budget Assumptions

**PRESENTED BY:** Mae L. Hawkins, Executive Director of Business Services

**1. Background Information**

Revenue and Expenditure assumptions to be used in the development of the FY17 Budget are presented in the attached document.

**2. Fiscal Impact/Funding Source: Provides basis for the development of the FY17 Budget.**

**3. RECOMMENDED ACTION: The Board approve the FY17 Budget Assumptions as presented.**

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

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

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

**INTERMEDIATE DISTRICT 287  
BASE BUDGET ASSUMPTIONS  
FY17**

**Revenue Assumptions**

1. Education funding rates and the new pupil weighting system as established by the State Legislature for the 2016-17 (FY17) school year will be used to project revenues.
2. The FY17 budget will be built based on ADM projections for each program.

Special Education:

- ADMs in program areas for FY17 will be based on planning information for both member and non-member students attending District 287 programs. Planning information will be developed based on meetings with member districts in February with an update to be done in April.
- Based on program planning meetings with member districts, there is an anticipated 25 ADM reduction across all center based programs as compared to FY16 program planning meetings.
- We anticipate that in FY17 the following programs' enrollment will decrease: Vector South, West High, and VET South.
- Due to low enrollment over the past few years, the Northland VET program will close for FY17. The VET South program will remain open for FY17.
- Based on member district planning information, a reduction in itinerant services in the area of Physical Therapy will occur. Reductions in Blind Visually Impaired itinerant services to non-members districts are also anticipated.

Teaching & Learning:

- Base ADMs in the ALCs will be projected using member district planning information and historical trend analysis.
  - Honors Mentor Connection will decrease approximately 8 ADM to a total of 9-12 (based on initial planning information), due to one member district withdrawal.
  - World Language will decrease by 5 sections of Japanese due to reduction of service to non-member districts.
  - ADMs in other Teaching and Learning categories - Career and Technical Education, Northern Star Online - remain similar to current year. Districts have until March 1 to submit revised planning numbers based on high school registration, and budgets in these areas will reflect the projected need.
  - Special Education student support will be provided as appropriate in the ALC and Career and Technical areas with offsetting revenue flowing through the Special Education Uniform Tuition Billing system where possible.
3. District 287 will continue to work collaboratively with MDE to ensure appropriate funding through the Special Education Uniform Tuition Billing System, including appeals if necessary.
  4. Other revenue will be generated from MDE through the Application for Educational Benefits (Compensatory and Lunch Aids); Online Learning Aid; Grants; from MDHHS for medical assistance claims; and through direct billings for other programs and services.
  5. District 287 will use the core fee of \$15.05 per Member District APU to cover district-wide costs that are not eligible for other funding.
  6. District 287 will utilize all ALC revenue that is available per statute.
  7. Appropriate categories of levy dollars, including Safe Schools, Long Term Facilities Maintenance (includes Health & Safety) and Lease Levy, will be accessed through member districts levy

authority.

8. Revenue needed to fund future separation & severance obligations will be part of the rate structure for each program.

### **Expenditure Assumptions**

1. Expenditure budgets for FY17 will align with revenue projections based upon anticipated ADMs. In all program areas, the District will identify budget reductions to align with revenue projections based upon conservative ADM numbers. Enrollments will be closely monitored.
2. Budget reductions will also be necessary in areas that are impacted by program withdrawals, i.e. Itinerant Services, VET - Northland.
3. With input from the Special Education Directors, a one year pilot for the Vector-Low Incidence, Invest Transition, and Venture Transition Programs that adjusts student to staffing ratios to better meet the current students' needs will be implemented.
4. In response to member district Special Education Directors' input, in addition to the centralized referral process, a central intake process will be implemented.
5. Expenditure adjustments will be made based upon the end of grant funding.
6. Reductions will not impact the District's ability to comply with Federal and State legal mandates.
7. ALC contract revenue from Hennepin County will be used in the ALC Plus for additional student support.
8. Levy dollars available for Safe Schools, Long Term Facilities Maintenance (includes Health & Safety) and Leases will be utilized to ensure student and staff safety and to minimize impact on member districts' other general fund resources.
9. Expenditures will be aligned and prioritized so as to promote the implementation of the strategic plan and reflect changes in student demographics, e.g.: socio-economic, homeless and highly mobile.
10. Expenditures will be aligned and prioritized so as to promote the recruitment and retention of high quality staff.
11. Staff salaries will be budgeted at estimated FY17 amounts based on Board approved parameters for contract negotiations. Cost containment will be sought through negotiation parameters.
12. Costs associated with benefits will be budgeted at estimated FY17 amounts based on provider estimates and Board approved contracts or board parameters for unsettled contract agreements.
13. The FY17 budget will include sufficient funds to cover anticipated separation and severance payments for all current retirees as well as an amount that will build funding for future obligations as per the District's actuarial information.
14. The FY17 budget will be developed in keeping with the Board fund balance policy.

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

Regular Meeting – February 25, 2016

**AGENDA SECTION:** ADMINISTRATIVE SERVICES REPORTS

**ITEM:** Staff Reduction ULA Resolution Changes for Following Year

**PRESENTED BY:** Michelle Axell, Assistant Director of Human Resources

**1. Background Information**

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

**2. Fiscal Impact/Funding Source:**

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

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

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

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

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

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

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

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

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

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

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

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

And the following voted against the motion:

Whereupon the Resolution was declared duly passed and adopted.

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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# Local 2209 Staff Survey

— Update: Winter 2016 —

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# Purpose

This **second** survey was completed at the request of the district to determine if the concerns presented earlier were still relevant.

Many concerns from members were raised to Local 2209 Executive Board  
4 including:

- increased student day-student contact for licensed staff

- safety of staff

- preparation time

- teaming time

# Details

An online survey was created for all staff to access.

Licensed and Non-licensed staff completed the survey.

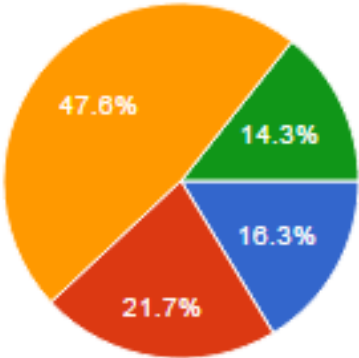
45 Responses collected over apx. 2 week period in February.

Responses from all buildings and all instructional roles were obtained.

Licensed and non-licensed staff filled out separate forms.

# Summative Responses-Licensed Staff

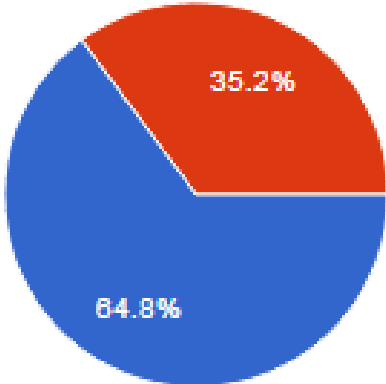
How many hours of student contact did you have today?



5 hours	<b>114</b>	16.3%
6 hours	<b>152</b>	21.7%
6+ hours	<b>333</b>	47.6%
Other	<b>100</b>	14.3%

# Summative Responses-Licensed Staff

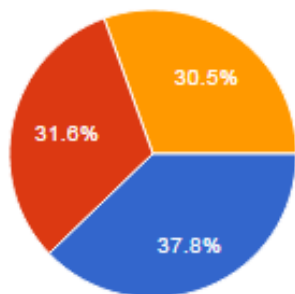
Did you get a 30 minute duty free break today?



Yes	461	64.8%
No	250	35.2%

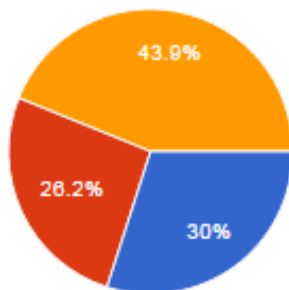
# Summative Responses-Licensed Staff

Did you get time to prep time today?



Yes, some	269	37.8%
Yes, full	225	31.6%
No	217	30.5%

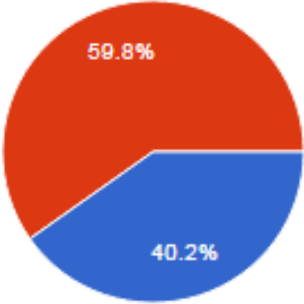
Did you get a prep time today during student hours?



Yes, some	213	30%
Yes, full	186	26.2%
No	312	43.9%

# Summative Responses-Licensed Staff

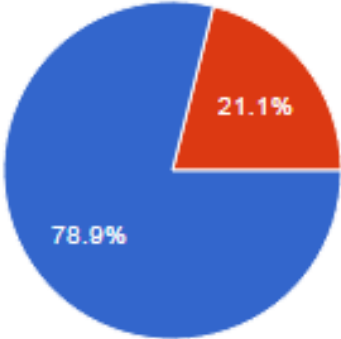
Did you have adequate time to team and plan for student learning with EA's today?



Yes	286	40.2%
No	425	59.8%

# Summative Responses-Licensed Staff

Do you feel safe in your role/carrying out the duties of your job?



Yes	561	78.9%
No	150	21.1%

50

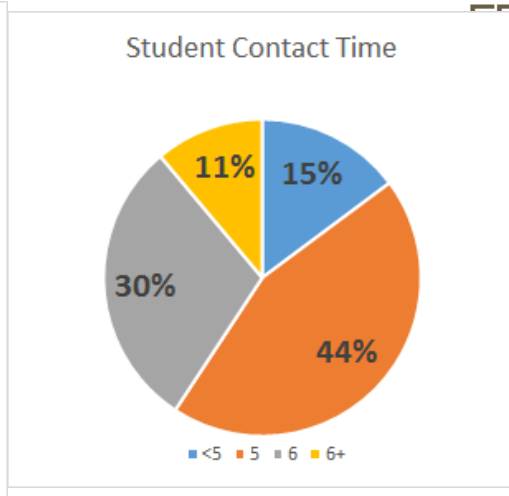
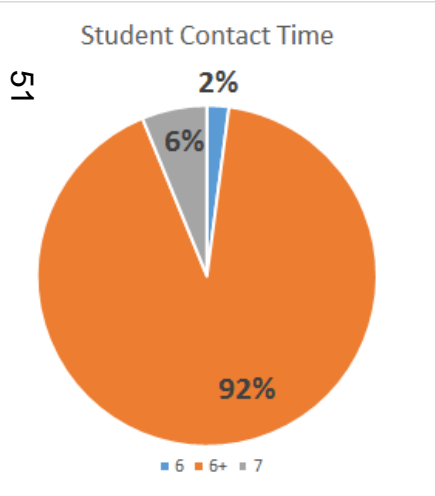
This includes Care and Treatment staff, itinerant staff, etc.

SPED Site Based results indicate more concern for safety.

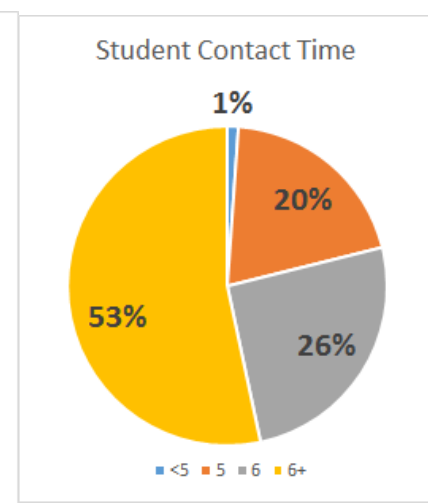
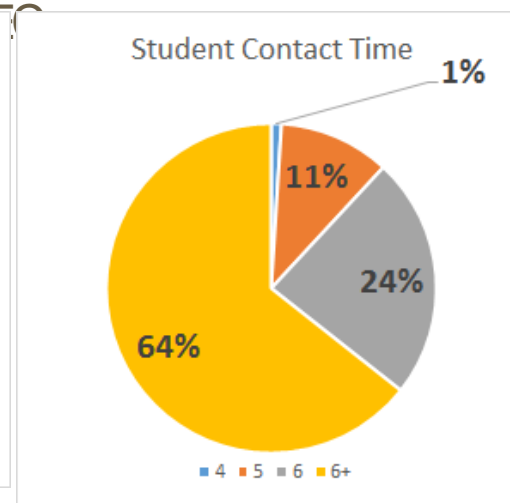
# Licensed Staff-Breakdown

How many hours of student contact did you have?

NEC



WEC

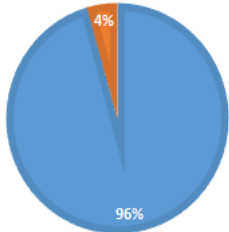


# Hours of Student Contact- Fall to Current

NEC

STUDENT CONTACT HOURS

■ 6+ ■ 6

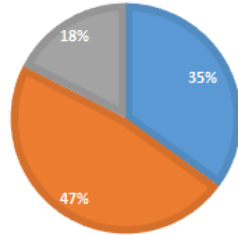


52

WEC

STUDENT CONTACT HOURS

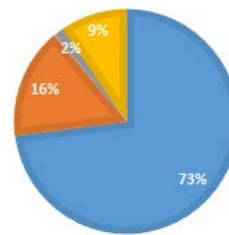
■ 6+ ■ 6 ■ 5



SEC

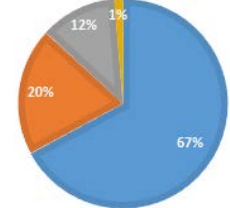
STUDENT CONTACT HOURS

■ 6+ ■ 6 ■ 5.5 ■ 5



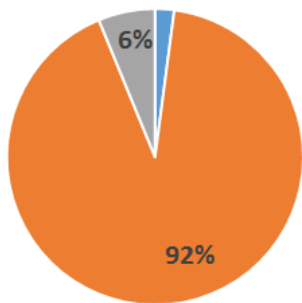
STUDENT CONTACT HOURS

■ 6+ ■ 6 ■ 5 ■ 3



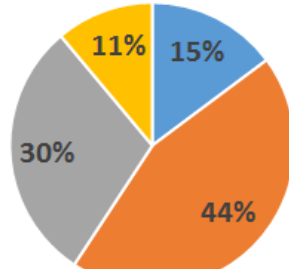
Student Contact Time

2%



■ 6 ■ 6+ ■ 7

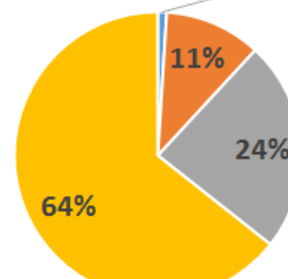
Student Contact Time



■ <5 ■ 5 ■ 6 ■ 6+

Student Contact Time

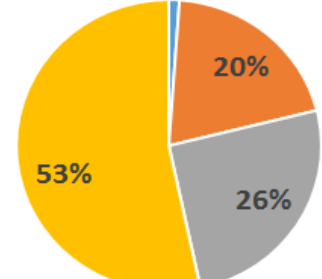
1%



■ 4 ■ 5 ■ 6 ■ 6+

Student Contact Time

1%



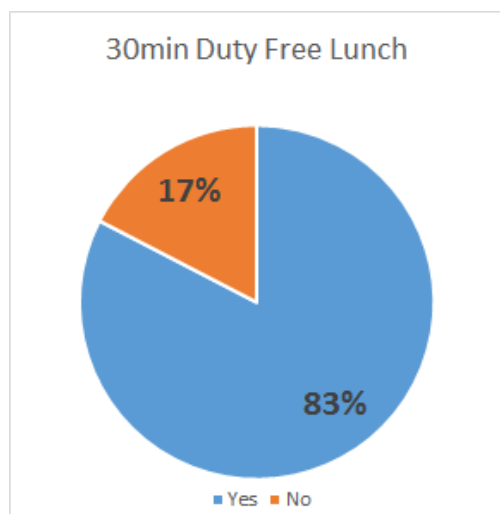
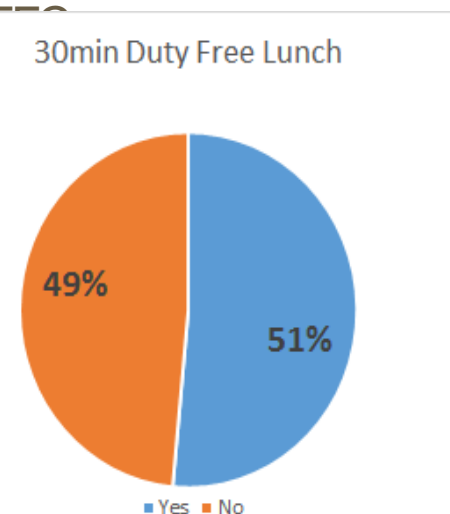
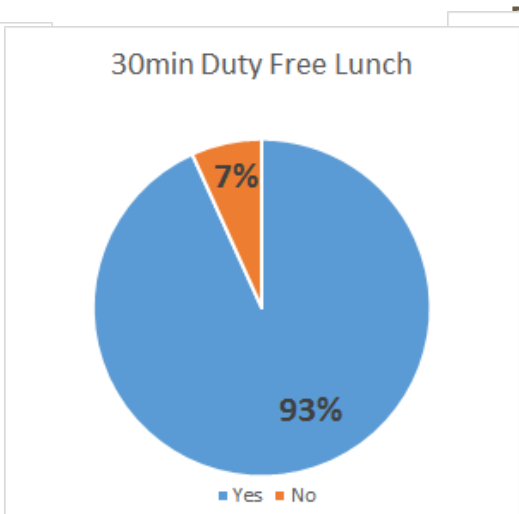
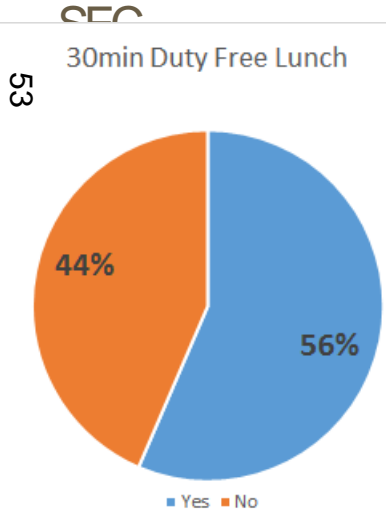
■ <5 ■ 5 ■ 6 ■ 6+

# Licensed Staff-Breakdown

Did you get a duty free 30 minute break?

NEC

WEC

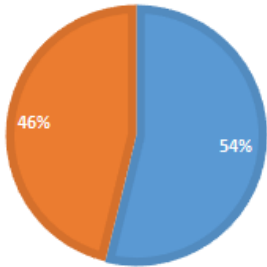


# Duty Free Break- Fall to Current

NEC

30 MIN DUTY FREE BREAK

■ Yes ■ No

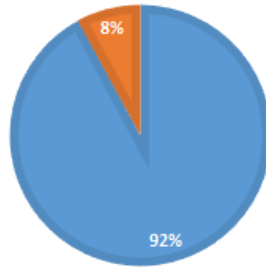


54

WEC

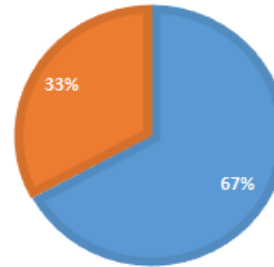
30 MIN DUTY FREE BREAK

■ Yes ■ No



30 MIN DUTY FREE BREAK

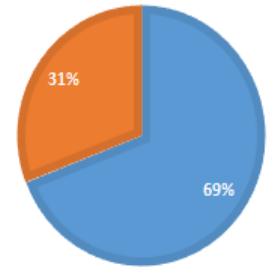
■ Yes ■ No



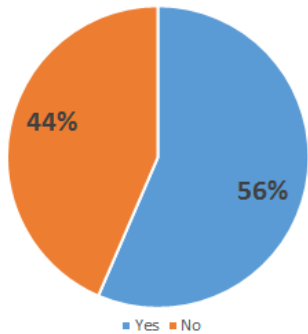
SEC

30 MIN DUTY FREE BREAK

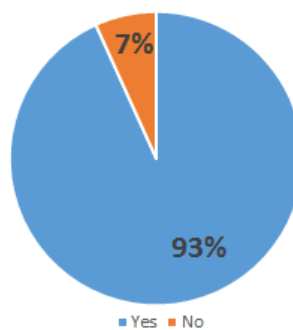
■ Yes ■ No



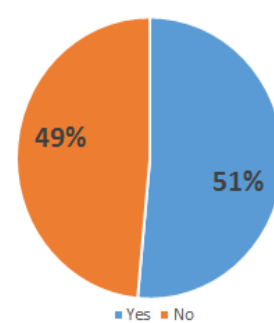
30min Duty Free Lunch



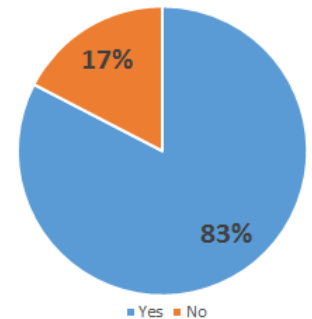
30min Duty Free Lunch



30min Duty Free Lunch



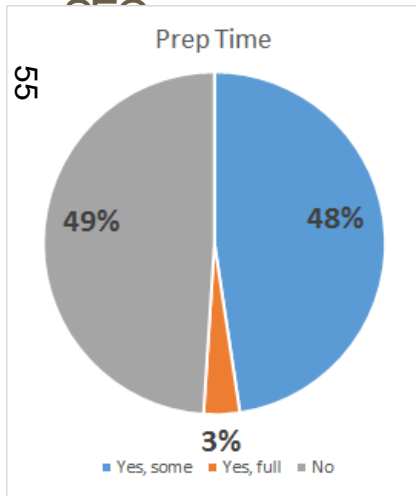
30min Duty Free Lunch



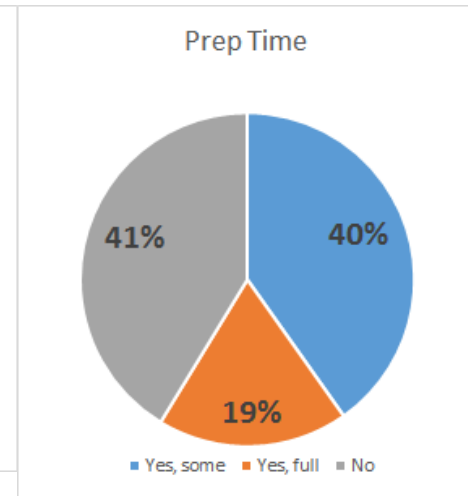
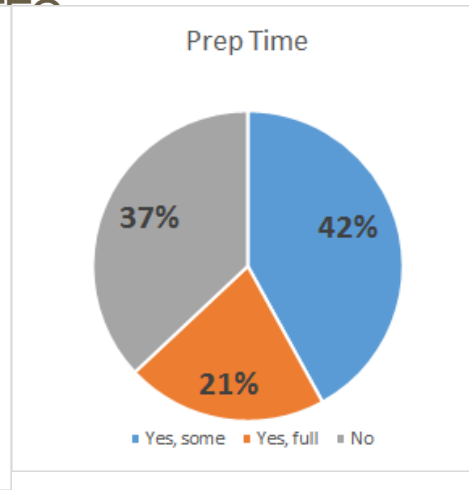
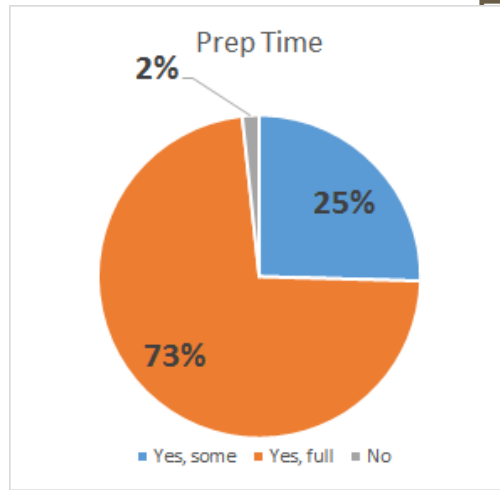
# Licensed Staff-Breakdown

Did you get prep time today?

NEC



WEC



# Prep time-Fall to Current

NEC

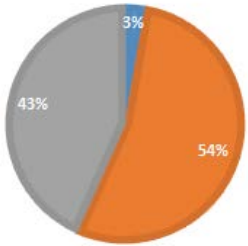
WEC

SEC

56

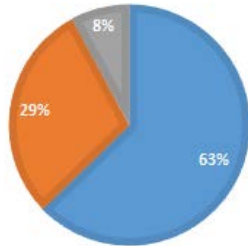
PREP TIME TODAY

■ Yes, full ■ Yes, some ■ No



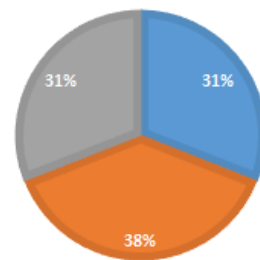
PREP TIME TODAY

■ Yes, full ■ Yes, some ■ No



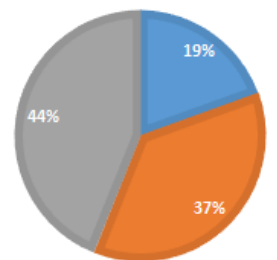
PREP TIME TODAY

■ Yes, full ■ Yes, some ■ No

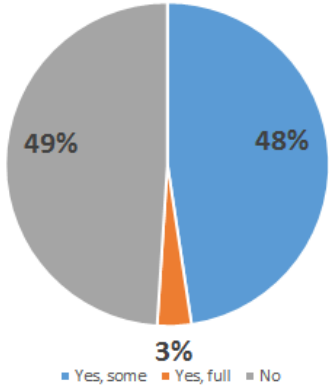


PREP TIME TODAY

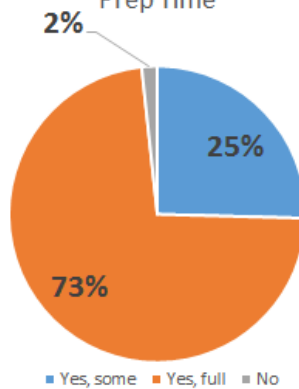
■ Yes, full ■ Yes, some ■ No



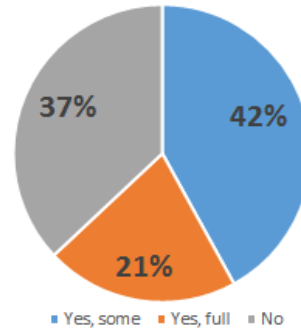
Prep Time



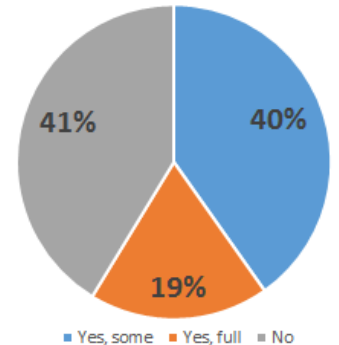
Prep Time



Prep Time



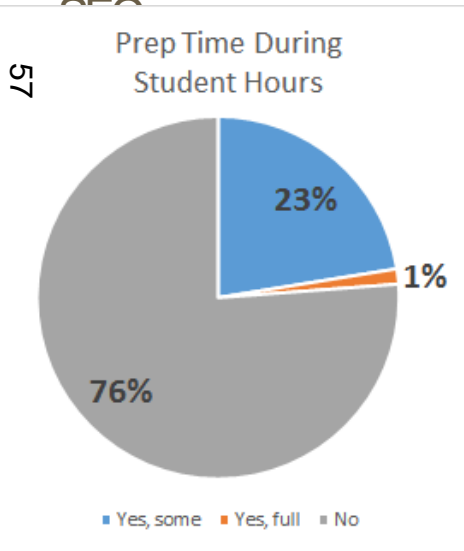
Prep Time



# Licensed Staff-Breakdown

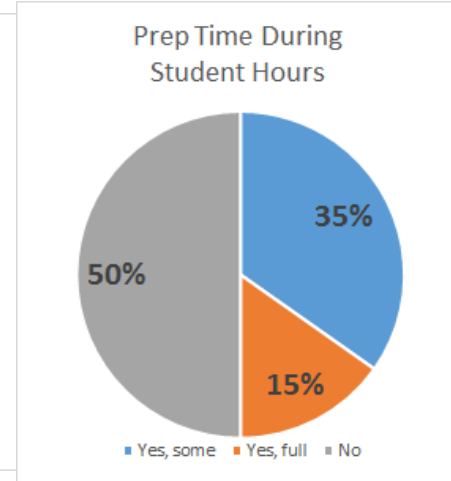
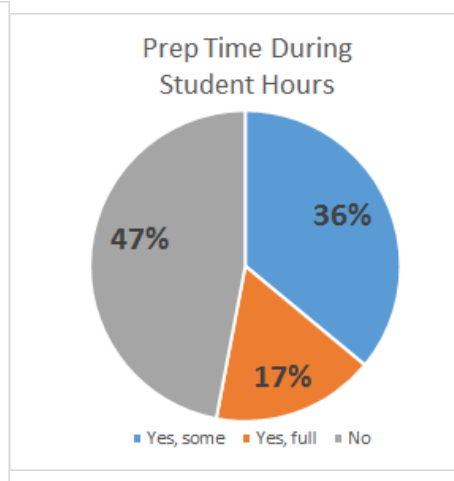
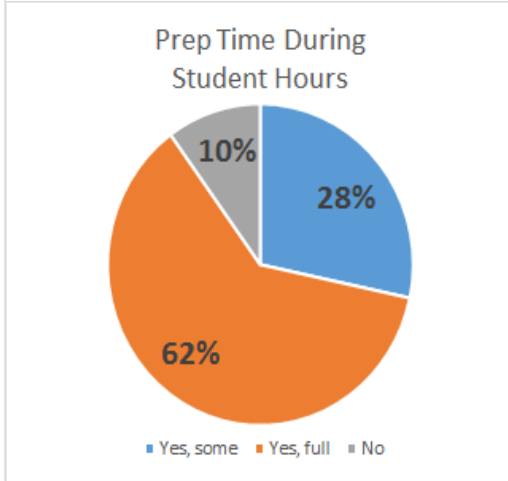
Did you get prep time during student hours today?

NEC



WEC

EEC



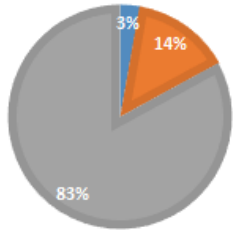
# Prep time with students-Fall to Current

NEC

WEC

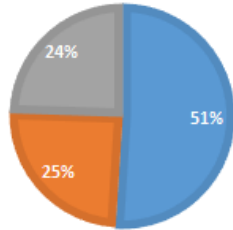
STUDENT HOURS PREP TIME

■ Yes, full ■ Yes, some ■ No



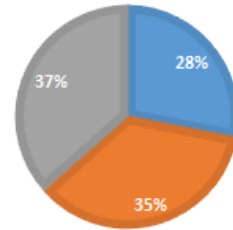
STUDENT HOURS PREP TIME

■ Yes, full ■ Yes, some ■ No



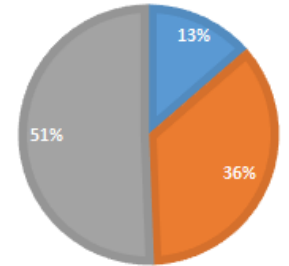
STUDENT HOURS PREP TIME

■ Yes, full ■ Yes, some ■ No



STUDENT HOUR PREP TIME

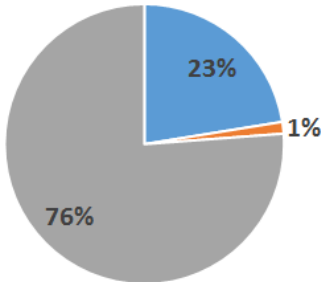
■ Yes, full ■ Yes, some ■ No



58

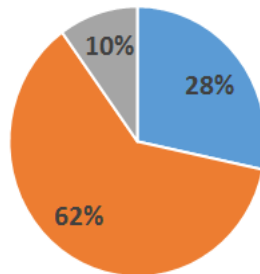
Prep Time During Student Hours

■ Yes, some ■ Yes, full ■ No



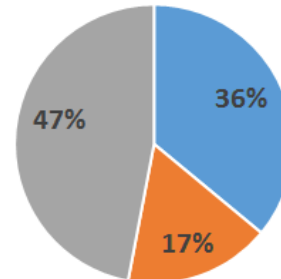
Prep Time During Student Hours

■ Yes, some ■ Yes, full ■ No



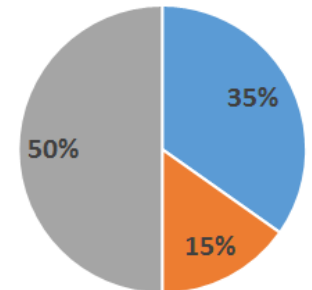
Prep Time During Student Hours

■ Yes, some ■ Yes, full ■ No



Prep Time During Student Hours

■ Yes, some ■ Yes, full ■ No



# Licensed Staff-Breakdown

Did you get time to plan with your EA's today?

NEC

WEC

SEC

EFC

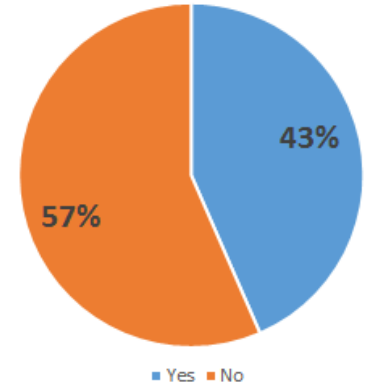
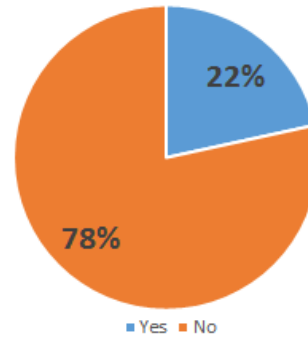
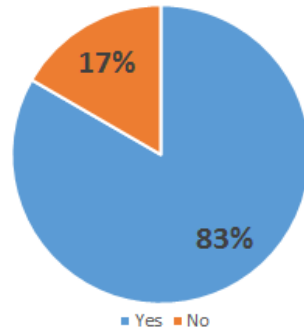
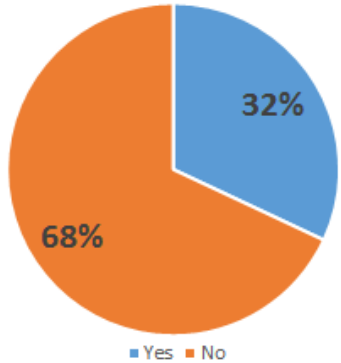
Time to Prep with EA

Time to Prep with EA

Time to Prep with EA

Time to Prep with EA

59



# Time with EA's-Fall to Current

NEC

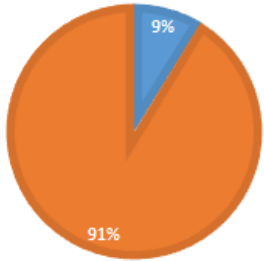
WEC

SEC

09

PLAN WITH EA

■ Yes ■ No



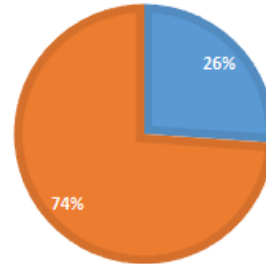
PLAN WITH EA

■ Yes ■ No



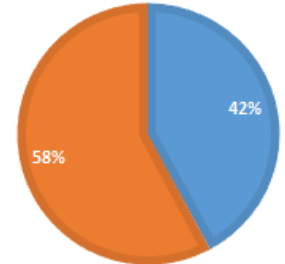
PLAN WITH EA

■ Yes ■ No



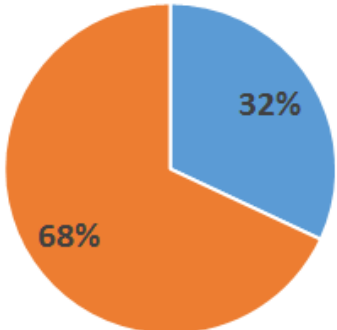
PLAN WITH EA

■ Yes ■ No



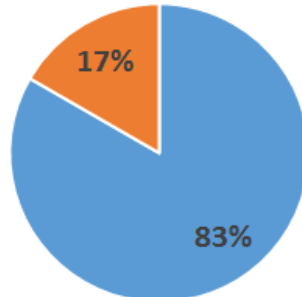
Time to Prep with EA

■ Yes ■ No



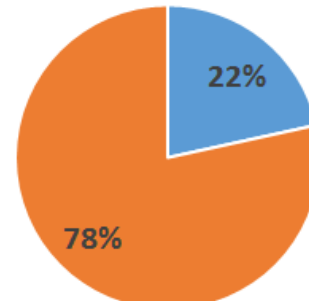
Time to Prep with EA

■ Yes ■ No



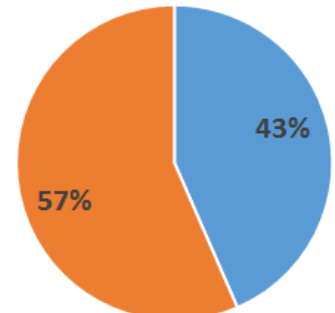
Time to Prep with EA

■ Yes ■ No



Time to Prep with EA

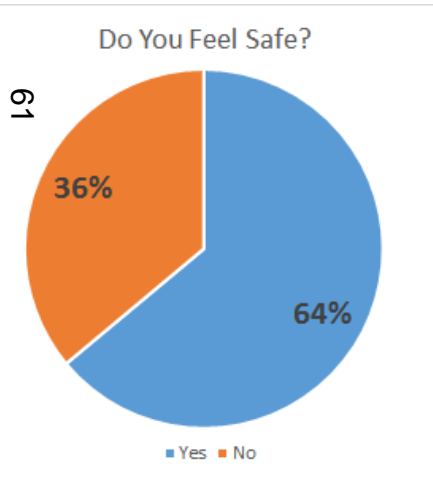
■ Yes ■ No



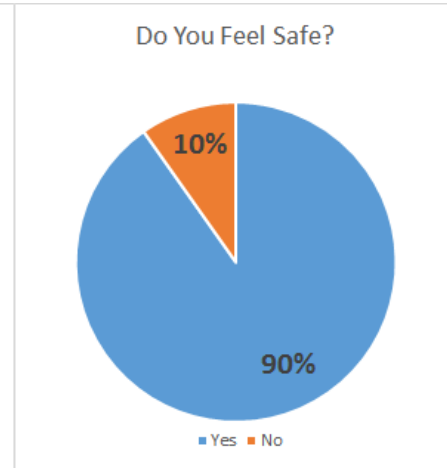
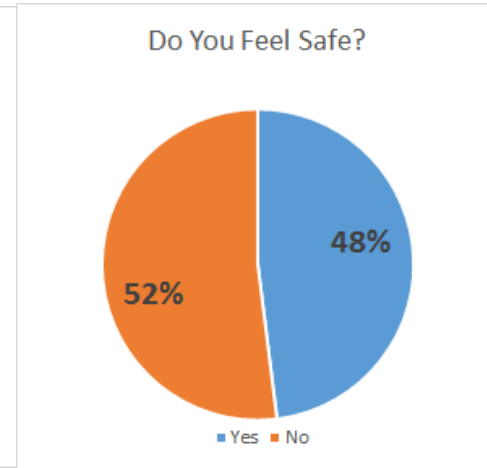
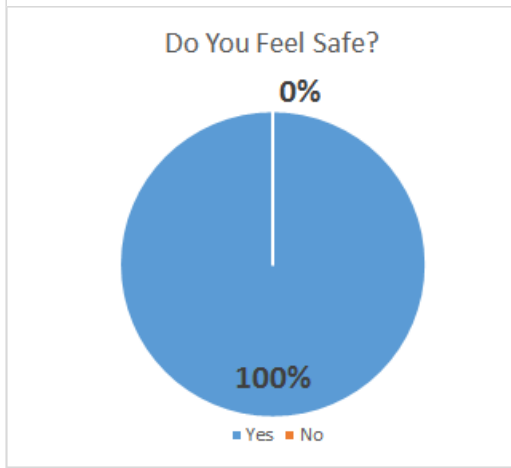
# Licensed Staff-Breakdown

Do you feel safe?

NEC



WEC



# Feeling Safe-Fall to Current

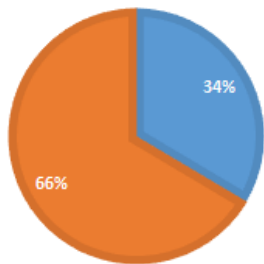
NEC

WEC

SEC

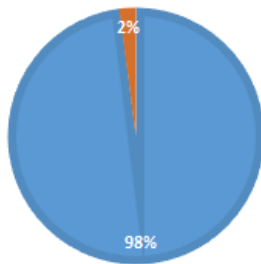
DO YOU FEEL SAFE?

■ Yes ■ No



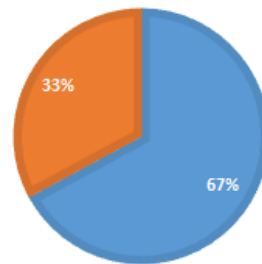
DO YOU FEEL SAFE?

■ Yes ■ No



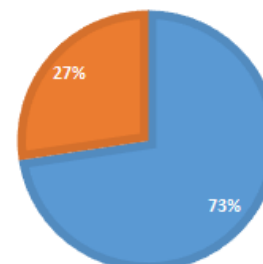
DO YOU FEEL SAFE?

■ Yes ■ No



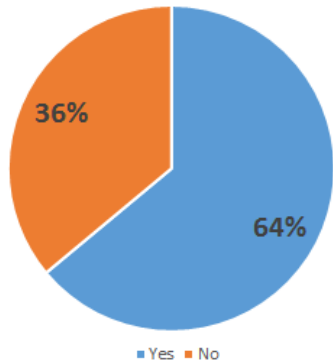
DO YOU FEEL SAFE?

■ Yes ■ No

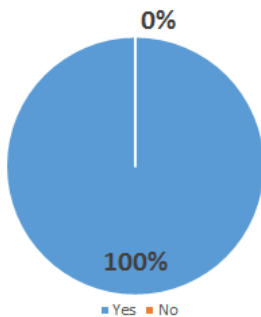


62

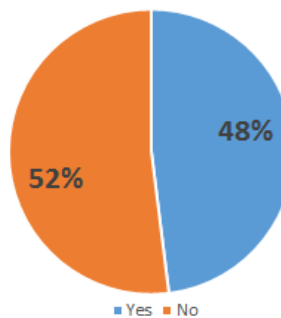
Do You Feel Safe?



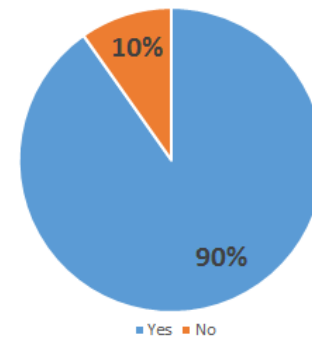
Do You Feel Safe?



Do You Feel Safe?



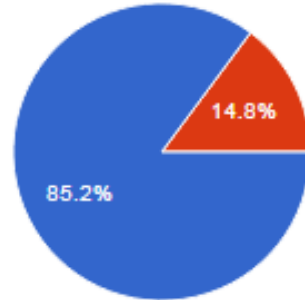
Do You Feel Safe?



# Non-Licensed Staff-Responses

Fall

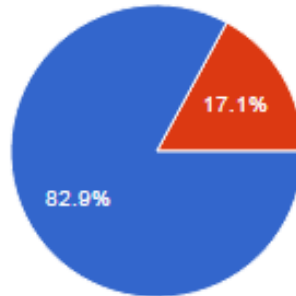
Did you get a 30 minute duty free break today?



Yes	604	85.2%
No	105	14.8%

Current

Did you get a 30 minute duty free break today?

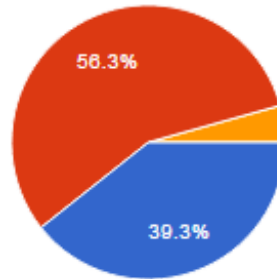


Yes	549	82.9%
No	113	17.1%

# Non-Licensed Staff-Responses

Fall

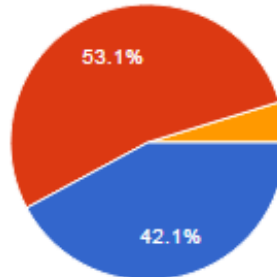
Did you have adequate time to team with licensed staff and plan for students today?



Yes	282	39.3%
No	404	56.3%
Other	31	4.3%

Current

Did you have adequate time to team with licensed staff and plan for students today?

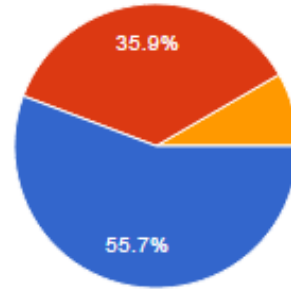


Yes	276	42.1%
No	348	53.1%
Other	31	4.7%

# Non-Licensed Staff-Responses

Fall

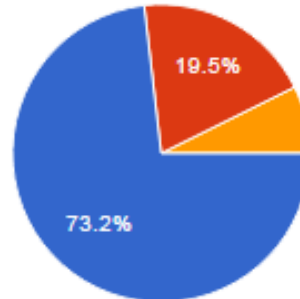
Are you feeling safe? If needed, did your team get time to discuss safety issues today?



Yes	400	55.7%
No	258	35.9%
Other	60	8.4%

Current

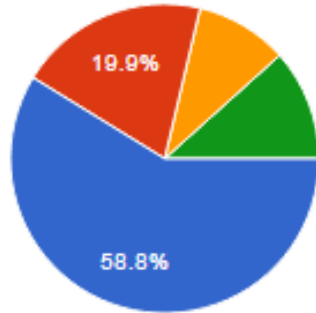
Do you feel safe in your role/carrying out the duties of your job?



Yes	480	73.2%
No	128	19.5%
Other	48	7.3%

# Non-Licensed Staff-Responses

How many minutes outside of your contracted time did you spend on responsibilities for your role?



5-10 minutes	389	58.8%
10-20 minutes	132	19.9%
20-30 minutes	64	9.7%
30+ minutes	77	11.6%

On the fall survey, this question was an open field for staff to write in responses, data not able to be tabulated.

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

## DISTRICT POLICY

### DRAFT – FIRST READ

**SUBJECT: Health and Safety**

**RELATES TO POLICY SERIES: Facilities Use & Planning (FUP)**

**SUPPORTS POLICY#: FUP 100 Goals**

**BOARD APPROVED: August 2014**

## **FUP 160 Health and Safety**

### **I. PURPOSE**

The purpose of this policy is to promote a healthy and safe learning and working environment for students, employees, volunteers and visitors, to increase safety awareness, to regulate and control environmental hazards, and to comply with applicable laws, regulations, and standards.

### **II. HEALTH AND SAFETY PROGRAM AND PLANS**

A. The District will implement a health and safety program that includes specific plans to protect students, employees, volunteers and visitors who enter District buildings and grounds. The plans will identify and manage in various areas hazards and potential hazards and will be based upon recommendations from ~~as identified by~~ the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:

- Asbestos/AHERA
- Bloodborne Pathogens
- Chemical Hygiene in Laboratories
- Compressed Gases
- Confined Spaces
- Emergency Action Plans, Crisis Procedures
- Employee Right to Know
- Fire Safety
- Hazardous Communication
- Hazardous Waste
- Hearing Conservation

- Indoor Air Quality
  - Integrated Pest Management
  - Lockout/Tagout, Control Hazardous Energy
  - Machine Guarding
  - Personal Protective Equipment
  - Respiratory Protection
  - Safety Eyewashes and Showers
  - Training
  - Underground Storage Tanks
  - Workplace Health and Safety Committee
- B. The District will ensure that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. District employees are responsible for maintaining a safe and healthy environment within the District and are expected to be involved in the health and safety program to the extent practicable. Employees are encouraged to report to the District Health and Safety Supervisor any information regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices. No employee will be retaliated against for reporting hazards or potentially unsafe working conditions or practices.
- D. The District shall conduct periodic inspections to identify potential hazards and safety concerns.

### **III. BUDGET**

The Superintendent shall be responsible for providing budget information for periodic Board review and approval of the various plan requirements of the health and safety program.

#### **Legal References:**

[Minn. Stat. § 123B.56](#) (Health, Safety and Environmental Management)  
[Minn. Stat. § 123B.57](#) (Capital Expenditure; Health and Safety)  
~~Minnesota Statutes Chapter 182 (Minnesota Occupational Health and Safety Act)~~  
[Minn. Stat. § 182.676](#) (Safety Committees)  
[Minn. Stat. § 121A.30](#) (Pesticide Application at Schools)  
[Minn. Rules Part 5208.0010](#) (Applicability)  
[Minn. Rules Part 5208.0070](#) (Alternative Forms of Committee)  
~~29 C.F.R Ch. 1910 (OSHA Standards)~~

#### **Cross Reference:**

[FUP100 Facilities Goals](#)

## **The Nature of Collaboration**

For 48 years, 12 member districts have cooperated to provide services for some of the State's most challenging students, as well as programming such as career-technical and gifted/talented education. These districts, which are varied in size, tax base, student population, geographical location, and many other ways, have found that working together is beneficial. While it can be challenging to balance the interests and needs of these 12 diverse and independent districts, it is through this long-standing partnership that each of the members has been able to meet the unique learning needs of its students.

Intermediate District 287 is only as strong as the ongoing commitment of each of the member districts to ensure a solid and stable foundation for the partnership as a whole. The current revision of the Memorandum of Agreement (MOA) might best be described as strengthening the language and commitment between and among member districts. As such, it is an indication of the desire of its members to work together in the future.

## **The Proposed New MOA as a Product of Collaboration**

The proposed amendments to the 2009 Memorandum of Agreement are the result of four years of direction and input from member district superintendents, business directors and school board members about how best to safeguard their individual and collective interests. The proposed revisions and additions are the product of compromises reached by various stakeholders from 12 diverse member districts.

As with any document which has multiple contributors, any substantive change requires the approval of all interested parties. Now that a member district has ratified the new MOA, any changes would require the proposal of a new amendment and a second vote by any local board which has already taken action on the current amendments.

## Key Messages

### Financial Implications: Impact to Member Districts

- The Intermediate District's finances and operations will not be impacted by the adoption of a withdrawal process. Whether the process is added to the MOA or not, the Intermediate will continue to receive the revenue to meet its obligations.
- With the addition of a fair and repeatable withdrawal process to the MOA, continuing member districts will have an insurance policy which will protect them from having to assume the obligations of a withdrawing member district and also provide a known allocation methodology for when assets exceed liabilities.
- Without the adoption of a fair and repeatable withdrawal process, the outcome of any future withdrawals will be unknown and likely decided by a third party. In the Bloomington matter, this resulted in a decision which was detrimental to the continuing member districts; resulting in increased costs.
- Just as the existence of a withdrawal process in the 2009 MOA would have given the Intermediate an advantage in the Bloomington matter; the adoption of a fair and repeatable process now would greatly strengthen the continuing member districts' negotiating position with Minnetonka. Even if only 8, 9 or 10 of the continuing members ratify the proposed new MOA it will very likely impact the ultimate outcome of Minnetonka's withdrawal in the continuing members' favor.
- Without the adoption of a fair and repeatable withdrawal process, member districts may end up covering their proportionate share of the liabilities of the Intermediate, as well as a portion of the withdrawing district's share.

### Student Placement into High Demand Programs

- Because of the nature of the students who make up the majority of the enrollment in 287 programs, there is a high demand - and often an immediate need - for member districts to place challenging students in many of our programs. It is for this reason that the Intermediate does not accept referrals from non-members into certain programs. This priority placement is one of the most valuable aspects of being a member.
- Under Minnesota law, a withdrawing district remains a member of the Intermediate for at least 17 months after providing notice of its intent to withdraw. It is to the benefit of the withdrawing district to place as many of its students in these high-demand programs as possible prior to the effective date of withdrawal. If there is no restriction on the withdrawing district's ability to do so, students who have been placed in those programs will have the right to remain enrolled in 287 programs until they are no longer eligible to receive services.
- The proposed amendments to the 2009 MOA also safeguard the ability of the continuing members to place their students into high-demand programs, starting 17 months prior to another district's withdrawal. Once the minimum notice period for withdrawal begins (from February 1 - June 30 of the following fiscal year), the withdrawing district's ability to place its students in those programs ends. Thus, the benefits of membership are preserved for those districts which are continuing members.

## Background

The withdrawal of the Bloomington District from Intermediate District 287 was a lengthy, costly and difficult experience for the remaining member districts. Several valuable insights resulted from the Bloomington experience, and it is those insights which led member district superintendents, business directors and 287 Board members to recommend amendments to the 2009 MOA.

Throughout the Bloomington withdrawal and its aftermath, the Intermediate has taken direction from its member districts regarding all aspects of the withdrawal, including the decision to add a fair and repeatable process to the 2009 MOA.

1. The 2009 Memorandum of Agreement does not include a withdrawal process. At the time the current MOA was ratified, the statutory language regarding member district withdrawals from a cooperative seemed sufficient.
2. When the Bloomington withdrawal process was in its third year, it became clear that the statutory language was enough to facilitate a smooth withdrawal process when a cooperative district did not have significant net assets and/or liabilities, or when the parties agreed on how those assets and liabilities should be apportioned to the withdrawing district. After three years of discussions, negotiations, and mediation it was clear that this was not one of those situations.
3. Member district leaders recognized the need for a withdrawal process which was fair and repeatable. Once this process was developed it could be presented to the decisionmaker in the Bloomington matter as the consensus of the remaining member districts regarding how Bloomington's withdrawal should be handled.
4. The Minnetonka Superintendent, along with one other, urged the members to wait until the Administrative Law Judge (ALJ) had issued her decision to adopt the withdrawal process that had been created and agreed to by all member districts. As a result, the withdrawal process was tabled.
5. The ALJ, after learning that a fair and repeatable process had been developed, agreed to in concept, but not acted upon, decided that she had only the statutory language to guide her analysis. In her final opinion issued in June of 2015, she urged the remaining member districts to adopt a process which would govern any future withdrawals.
6. Before Minnetonka gave notice of its intent to withdraw, the fair and repeatable withdrawal process, which had been developed but not yet acted upon, was placed back on the table.
7. All member district stakeholder groups urged that the withdrawal process be added to the 2009 MOA.

## **History of the Decision to Add a Withdrawal Process to the 2009 Memorandum of Agreement (MOA)**

**January 2010 through May 2011:** Bloomington gave notice of its intent to withdraw from 287 at the end of January 2010. Following this notice, the member district Business Directors Advisory Committee (BDAC) met several times to discuss the withdrawal. BDAC recommended that District 287 contract with Froehling Anderson to develop a fair and repeatable process for the allocation of assets and the assignment of liabilities to a withdrawing district. Several methodologies were developed, reviewed, and critiqued.

**June 2011 through September 2011:** BDAC, member district Superintendents, and the District 287 School Board approved the methodology that was ultimately presented as part of the 287's case to the Administrative Law Judge.

**June 20, 2013:** The central components of the agreed-upon withdrawal process were included in a draft amendment to the Memorandum of Agreement (MOA) which was unanimously approved by BDAC.

**September 27, 2013:** The proposed amendment was shared with member district Superintendents. A member district superintendent (Minnetonka) objected to amending the MOA to add a withdrawal process until we had the Judge's decision in the Bloomington withdrawal, and another superintendent agreed. As a result, the amendment which would have added this agreed-upon withdrawal process to the MOA was tabled until the Judge's decision was received.

**February 2010 - June 2015:** *After five years of negotiations; several unsuccessful attempts at mediation; six days of hearing before an Administrative Law Judge (ALJ); issuance of the ALJ's Original Decision; and Motion and Hearing requesting that the ALJ reconsider her Original Decision; the ALJ issued her Final Order and Decision in the Bloomington matter.* The ALJ recommended that the remaining member districts agree upon and adopt a withdrawal process.

**June 18, 2015:** Following receipt of the Judge's Final Decision, BDAC was asked to review and approve the withdrawal amendment again. BDAC recommended adding a provision to specify that the parties to any future withdrawal would share the costs of any appraisals/actuarial reports and to update the amendment to reflect recent changes in statute and accounting standards.

**September 24, 2015:** Member district Superintendents met to discuss Minnetonka's Notice of Intent to Withdraw and provide input regarding the proposed amendments.

**October 8, 2015:** Proposed revisions were made and the revised amendment was approved by BDAC.

**October and November 2015:** District 287 School Board first and second reading of proposed amendments to the 2009 MOA.

**January 2016:** District 287 Board members formally proposed the amendments, thereby setting the process of member district ratification of the amendments in motion. Robbinsdale became the first member district to ratify the proposed amendments to the 2009 MOA.

## Facilities Master Plan for St. Paul Public Schools Meets the Needs of 21st Century Students

**February 5, 2016**  
**Board of Directors Meeting**  
7:00 a.m.  
Grand Hall,  
TIES Conference Center  
St. Paul

**February 26, 2016**  
**Executive/Legislative Committee Meeting**  
7:30 a.m.  
Lexington Room,  
TIES Conference Center  
St. Paul

**March 4, 2016**  
**Session Preview**  
7:30 a.m.  
Grand Hall,  
TIES Conference Center  
St. Paul

**March 18, 2016**  
**Executive/Legislative Committee Meeting**  
7:30 a.m.  
Lexington Room,  
TIES Conference Center  
St. Paul

When architects and engineers first designed Humboldt High School in 1909, there was no way they could have conceived that 107 years later every student in St. Paul Public Schools (SPPS) would be using iPads in the classrooms.

They couldn't have known that Humboldt would be transformed from a high school for 500 to a campus for 1,800. Or that there would be two more additions in 1924 and 1959 before it became two schools, a junior high and high school in 1976.

They couldn't have known that St. Paul Public Schools, established in 1856, 160 years later would be the state's second largest district with 39,000 students from countries around the world.

These same architects, engineers and all who would come later only knew that they were building schools whose halls would one day be filled with students and their teachers.

Fast-forward to 2014. Conversations about physical environments in SPPS evolved beyond how large a classroom is or what size the cafeteria should be. The discussions and the actions behind them are steeped with the knowledge that the buildings themselves are critical to students' education.

This knowledge and effort have shaped the district's 10-year Facilities Master Plan (FMP).

<http://facilities.spps.org/fmp>

"Thoughtful, well-designed spaces create a far greater impact in the students' education than we often realize," said Tom Parent, the district's facilities director. "By aligning how students learn with the physical environment, we believe we are truly meeting the needs of today's students and community - and those who will enter our doors in the years to come."

Though long-range planning isn't new for SPPS or any other school district, it is being done in a substantively different way this time around, Parent said.

The biggest difference is that the SPPS community had a say in what the Facilities Master Plan should look like.



Humboldt High School

*Continued on page 2*

### 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

AMSD's annual Legislative Session Preview program is fast approaching. This year's session preview is scheduled for Friday, March 4 from 7:30 – 10:00 a.m. and will be held in the Grand Hall in the TIES Event Center. This is always a tremendous opportunity for legislators, superintendents and school board members from AMSD member school districts to interact and discuss important education issues.

The program will include an overview of AMSD's legislative platform priorities, which are outlined in this month's research article, as well as presentations from three AMSD superintendents and a legislative panel discussion. I encourage AMSD board members and legislators representing our member school districts to attend this informative program and kick-off to the 2016 session.

*Rebecca Gagnon, school board member from Minneapolis Public Schools, is chair of AMSD.*

# St. Paul Public Schools Looks to Approve Master Facilities Plan

Continued from page 1

“Having community engagement and student voices helped us define what the district’s aspiration and vision was,” said Parent. “The students were able to articulate that vision for their schools.”

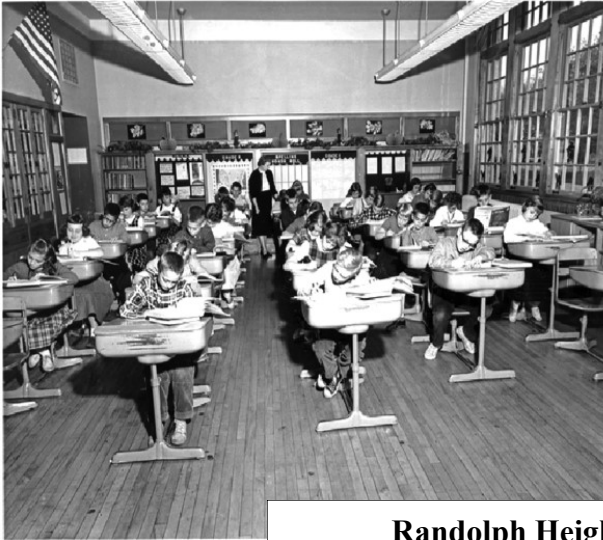
By having students and the community involved in the Facilities Master Plan, it allowed those involved to take a comprehensive look both functionally and reflectively about what schools in the 21<sup>st</sup> century need to do and what they need to look like.

Parent says it’s a balance of factors that address matters ranging from “here’s the role that food plays in creating a school culture to the way students can choose the environment that’s best for them to learn a particular topic.”

“Some of our buildings pre-date zoning codes and some of our buildings pre-date cars,” he said.

“Schools that were designed with six classrooms now have 600 students in them. They are old and were designed as industrial models.”

“Today we’re a different organization, our city is different and our students are different. With schools at the heart of our community, we have to define what that means with the community - we can’t just make decisions without them.”



Randolph Heights in 1960 and today.

That means more thought goes into what makes a school a school; it goes beyond building and maintaining schools. What a school might need for today’s students and those of the future are important considerations.

In April, the Board of Education for SPPS is scheduled to vote to approve a five-year commitment that will realize part of the Facilities Master Plan vision. While some work in the plan is underway due to bonding authority that is granted by the state, the board vote will mean specific commitments can begin to happen.

The St. Paul Public Schools' Facilities Master Plan was created over 18 months and included input from students, families, teachers, administration and community members.

“Gathering all of these voices together allowed us to gain a clear picture not only of the needs of our buildings and grounds to better serve our students, but also how valued our physical resources are in the community,” said Jean Ronnei, chief operations officer for SPPS.

Although the planning phase of the FMP is complete, the real work of the plan is just beginning. Each year, there are many more requests for facilities improvement projects than the district can financially accommodate.

“The FMP is a valuable tool that gives our administrators and Board of Education relevant information to help in making decisions about how and where to direct those funds,” Ronnei added. “Instead of spreading our limited resources among many projects that make small improvements, the FMP coordinates and funnels funds into larger projects that dramatically improve our buildings in an efficient way.”

Through the FMP work, the district can see that a building that needs a new roof is also going to need new flooring in the future. Instead of doing those projects one by one, the plan allows the foresight to group resources and complete projects simultaneously. This reduces cost for the district, improves the facilities more quickly and dramatically, and minimizes the time buildings are unavailable for community events and student learning.

The 10-year plan will ensure that school buildings are able to meet the 21<sup>st</sup> century learning needs of St. Paul Public Schools students. The district consists of 72 facilities, 7.3 million square feet of space and 465 acres of land. A key component of managing these assets proactively is through the development of the Facilities Master Plan.

*This month’s member spotlight was submitted by Toya Stewart Downey, Assistant Director, Office of Communications, Marketing & Development, St. Paul Public Schools.*

# AMSD Board Adopts 2016 Legislative Platform

The AMSD Board of Directors recently adopted its Legislative Platform for the 2016 session that will convene on March 8. In addition to the traditional focus on a bonding bill in an even-numbered session, lawmakers will consider an array of policy proposals as well as deciding how to allocate a projected \$1.2 billion budget surplus. The state budget forecast will be updated prior to the start of the legislative session, but it appears likely that the Governor and legislators will have an outstanding opportunity to make significant progress toward fulfilling the state’s responsibility to provide adequate funding for special education programs and address additional priorities to develop the World’s Best Workforce.

The Governor and legislators have made significant progress over the last two biennia to stabilize the education funding system and address persistent opportunity and achievement gaps by investing in full-day kindergarten, early learning and English learner programs.

Critical work remains, however. The basic formula continues to lag behind inflation even as expectations for our public schools rise. Despite recent improvements to equalize funding formulas, property tax inequities persist. Most significantly, Minnesota continues to fall woefully short of fulfilling its obligation to adequately fund state mandated special education programming.

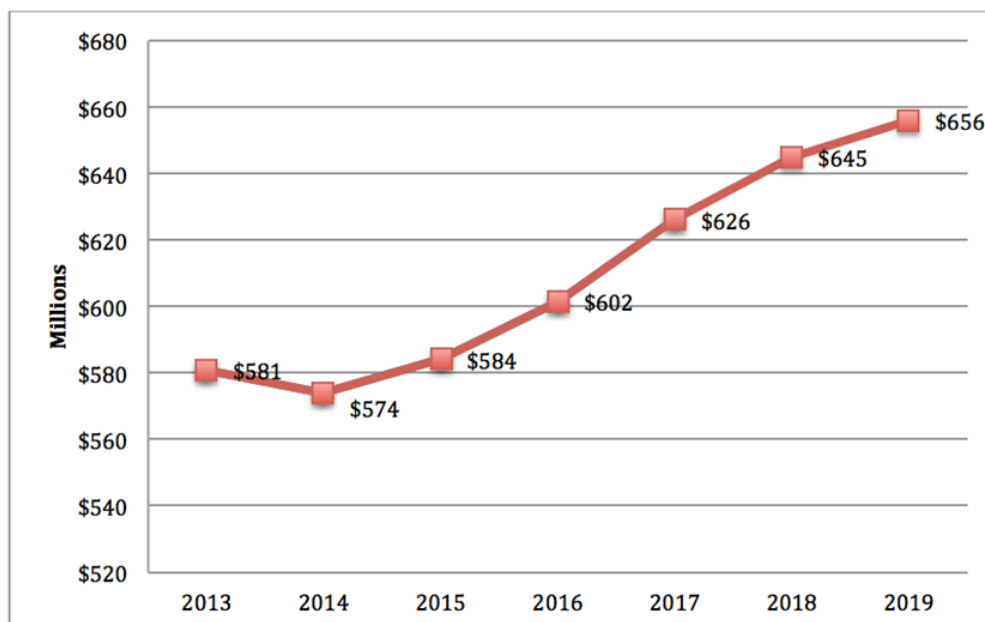
A summary of the AMSD Legislative Platform is below and the complete platform is available on the AMSD web site: <http://www.amsd.org/2016-legislative-platform>

## Stabilize Education Funding

### Reduce the Special Education Cross-Subsidy by 25 Percent

The latest cross-subsidy report from the Minnesota Department of Education shows that the State continues to dramatically under-fund special education. Consequently, school districts will need to re-direct over \$600 million in general education revenue to cover under-funded, state mandated special education programming in the 2015-16 school year. The cross-subsidy is projected to grow to \$656 million by FY 2019. To stabilize education funding, the Governor and Legislature should invest in special education to reduce the cross-subsidy by 25 percent.

Minnesota Special Education Adjusted Net Cross-Subsidy FY 2013-2019



Continued on page 4

# AMSD Platform Highlights Local Control and Teacher Quality

*Continued from page 3*

## **Additional Priorities to Stabilize Education Funding**

- Index the basic formula and local optional revenue to inflation;
- Allow locally-elected school boards to renew an existing operating referendum.

The basic formula is the primary source of general operating funds for school districts. The formula has lost significant ground to inflation. In fact, the basic funding formula would be \$626 per pupil higher today if it had simply kept pace with inflation since 2003.

Consequently, school districts rely on revenue received from voter-approved operating referenda to provide basic, essential services and programs for students. Once approved by the voters, locally elected school boards should have the authority to renew this critical source of revenue by a majority vote of the school board.



## **Increase Referendum and Debt Service Equalization**

Property tax levies play a critical role in funding education programs and facilities. These levies have a widely different impact on local property taxpayers depending on the property tax wealth of the school district. The Governor and legislators should address these inequities in the Omnibus Tax Bill by increasing equalization levels for the debt service and operating referendum levies.

## **Local Control and Teacher Quality**

School boards and administrators should have the flexibility to retain their most effective staff. “One size fits all” mandates stifle innovation and creativity and do not recognize the unique needs and challenges of individual school districts. In addition, the State should create incentives and alternatives to attract, develop and retain teachers, particularly teachers of color and teachers in shortage areas.

## **Increase Access to High Quality, School-Based Pre-kindergarten Programs**

Preschool education is a critical educational strategy to close the unacceptable opportunity and achievement gaps that exist in Minnesota. Research shows that school-based early learning programs provide the highest likelihood of success in preparing children to enter kindergarten with the skills, behavior and knowledge needed to progress and flourish. To expand access and build on the high quality, school-based programs already in place, the Governor and legislators should:

- Provide funding needed to ensure pre-kindergarten programs have essential components including licensed teachers, support staff, transportation and classroom space;
- Allow school districts the flexibility to design early learning programs that best meet the needs of their students and families and;
- Increase and expand the allowable uses of the building lease levy to include remodeling of existing space and building additions for instructional space to ensure school districts have sufficient classrooms.

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**AMSD Members:** Anoka-Hennepin School District, Bloomington Public Schools, Board of School Administrators (Associate Member), Brooklyn Center Community Schools, Burnsville-Eagan-Savage, Columbia Heights Public Schools, East Metro Integration District (Associate Member), Eastern Carver County Schools, Eden Prairie Schools, Edina Public Schools, Elk River Area School District, Farmington Area Public Schools, Fridley Public Schools, Hopkins Public Schools, Intermediate School District 287, Intermediate School District 917 (Associate Member), Inver Grove Heights Community Schools, Lakeville Area Public Schools, Mahtomedi Public Schools, Metro ECSU (Associate Member), Minneapolis Public Schools, Minnetonka Public Schools, Mounds View Public Schools, North St. Paul-Maplewood-Oakdale School District, Northeast Metro Intermediate School District 916, Northwest Suburban Integration District (Associate Member), Orono Schools, Osseo Area Schools, Prior Lake-Savage Area Schools, Richfield Public Schools, Robbinsdale Area Schools, Rochester Public Schools; Rockford Area Schools, Rosemount-Apple Valley-Eagan Public Schools, Roseville Area Schools, Shakopee Public Schools, South St. Paul Public Schools, South Washington County Schools, SouthWest Metro Educational Cooperative (Associate Member), Spring Lake Park Schools, St. Anthony-New Brighton Independent School District, St. Cloud Area Schools, St. Louis Park Public Schools, St. Paul Public Schools, Stillwater Area Public Schools, TIES (Associate Member), Wayzata Public Schools, West Metro Education Program, West St. Paul-Mendota Heights-Eagan Area Schools and White Bear Lake Area Schools.

## School Board Planning Calendar January 2016 – December 2016

1 <sup>st</sup> Meeting of the Month	2 <sup>nd</sup> Meeting of the Month
<b>START TIME 6:30 PM</b>	
<b>JANUARY 14, 2016</b> <b>CANCELED for MSBA</b>	
<b>JANUARY 28, 2016</b> <i>Organizational Meeting</i>	
<p>Election of Board Officers</p> <p>Financial Report December</p> <p>Oath of Office</p>	<p>Financial Report November</p> <p>FY15 Audit</p> <p>Status of Revised MOU</p>
<p>Superintendent Mid-Year Evaluation Procedure</p> <p>TOC - Substitute Staffing Solution: Consent Agenda and What the Board Needs to Know</p> <p>(Strategy 3 Update) Discussion with Board on Effective Communications with Member Districts: <a href="#">Guiding questions</a></p>	
<p><b>FEBRUARY 11, 2016</b></p> <p>Data Portability Project:     Final Report from Work-group.</p> <p>MOU will be moved forward to member districts</p> <p>Proposed new Para-to-Teacher Program plan.</p> <p>Q-Comp Application Update</p> <p>Strategy 1 &amp; 3 Presentations</p> <p>Uber Goal Report</p>	<p><b>FEBRUARY 25, 2016</b></p> <p>2-3 ALC students and parents will give a short board presentation about their experiences at W-ALT, NECA, Gateway and SECA</p> <p>Approval of revised Administrative Organizational Plan</p> <p>Approval of the Legislative Platform</p> <p>Financial Report January</p> <p>FY17 Budget Assumption/Program Withdrawal Report FY16 Budget Revision</p> <p>Local 2209 Survey Results Round 2</p> <p>New Policy -First Read Facilities Bucket</p> <p>Staff Reduction ULA Resolution for upcoming year</p> <p>Strategy 2 &amp; Measurement Implementation Team Update</p>
<p><b>MARCH 10, 2016</b></p> <p>AVID,</p> <p>Operational Results Report</p> <p>Gifted Ed</p> <p>Innovation in 287 Presentation</p> <p style="background-color: orange;">Mid Year update on Big 3 Results: Student Presentation</p>	<p><b>MARCH 24, 2016</b></p> <p>Financial Report February</p> <p>FY17 Budget Reduction Realignment Proposal</p> <p>Program Reduction Resolution</p> <p>Proposed District 287 School Calendar 2016-2017</p> <p>Reduction ULA for tenured staff (<i>provide names</i>)</p>
<p><b>APRIL 14, 2016</b></p> <p>Summary Status Report on Board Policy &amp; Procedure</p>	
<p><b>MAY 12, 2016</b></p> <p>Financial Report March</p> <p>Food Services Report</p> <p>Superintendent Evaluation</p> <p>What the Board Needs to Know about Year 1 of Implementation of the Strategic Plan (CPT mtg 4-21-16)</p>	<p><b>MAY 26, 2016</b></p> <p>Financial Report April</p> <p>Gardening Presentation</p> <p>Probationary Licensed, and Non-Licensed Non-Renewal Resolutions</p> <p>2015-16 School Improvement Plans Results</p>

<b>1<sup>st</sup> Meeting of the Month</b>	<b>2<sup>nd</sup> Meeting of the Month</b>
<p><b>JUNE 9, 2016</b></p> <p>Superintendents Evaluation Update</p> <p>Health &amp; Safety Approval</p> <p>What the Board Needs to Know About the Reduction of Restrictive Procedures?</p> <p>Annual Food Service Program Resolution</p> <p>Approval of Change to 2015-16 Calendar</p> <p>Strategic Plan</p>	<p><b>JUNE 23, 2016</b></p> <p>2016-17 Original Budget Approval</p> <p>Financial Report May</p> <p>Non-Licensed Permanent Employment Status Position Elimination Resolutions</p> <p>New Policy</p> <p>Update on Legislative Chart-</p>
<p><b>AUGUST 25, 2016</b></p> <p>Financial Report June &amp; July</p> <p>What the Board Needs to Know about number of Graduates 15-16</p> <p>Superintendent Uber Goals</p> <p>Special Education Monitoring Report</p> <p>What Board Members Need to Know About “2016-17 Back to School Start-Up”</p> <p>Information on Alternative Teacher Pay Application</p>	
<p><b>SEPTEMBER 8, 2016</b></p>	<p><b>SEPTEMBER 22, 2016</b></p> <p>Cultural Competency Work</p> <p>Financial Report August</p> <p>Operational Results Report</p>
<p><b>OCTOBER 13, 2015</b></p> <p>Student Rights &amp; Responsibilities Policy Bucket</p> <p>Learning Walks/Coaching/ DSC Presence in Buildings</p> <p>Communication with Local School Boards-How to Connect More Effectively</p>	<p><b>OCTOBER 27, 2015</b></p> <p>Financial Report September</p> <p>What the Board Needs to Know about Emergency and Crisis Plans for 2016-17</p>
<p><b>NOVEMBER 10, 2016</b></p> <p><i>(Only one Board meeting this month!)</i></p> <p>World’s Best Work Force Report</p>	
<p><b>DECEMBER 8, 2016</b></p> <p><i>(Only one Board meeting this month!)</i></p> <p>Financial Report October</p> <p>Legislative Platform</p> <p>Prior Year Finance Review</p>	

**INTERMEDIATE DISTRICT 287**  
**February 25, 2016**  
**SCHOOL BOARD CALENDAR**

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 February 2016

25	Thursday	General Board Meeting	6:30PM	Board Rm
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 March 2016

10	Thursday	General Board Meeting	6:30PM	Board Rm
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24	Thursday	General Board Meeting	6:30PM	Board Rm
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 April 2016

14	Thursday	General Board Meeting	6:30PM	Board Rm
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 May 2016

12	Thursday	General Board Meeting	6:30PM	Board Rm
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15	Tuesday	Local 2209/Board Breakfast	7:00AM	DSC
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26	Thursday	General Board Meeting	6:30PM	Board Rm
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 June 2016

02	Thursday	Gateway to College Graduation Ceremony	11:00AM	HTC
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06	Monday	North Education Center Graduation	1:00PM	NEC
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06	Monday	North Education Center Elementary Graduation	10:30AM	NEC
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06	Monday	North Education Center Alternative Graduation	6:00PM	NEC
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09	Thursday	General Board Meeting	6:30PM	Board Rm
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23	Thursday	General Board Meeting	6:30PM	Board Rm
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 July 2016

No Meeting

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 August 2016

25	Thursday	General Board Meeting	6:30PM	Board Rm
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 September 2016

08	Thursday	General Board Meeting	6:30PM	Board Rm
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22	Thursday	General Board Meeting	6:30PM	Board Rm
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 October 2016

13	Thursday	General Board Meeting	6:30PM	Board Rm
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27	Thursday	General Board Meeting	6:30PM	Board Rm
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 November 2016

10	Thursday	General Board Meeting	6:30PM	Board Rm
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 December 2016

08	Thursday	General Board Meeting	6:30PM	Board Rm
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◆ General Board Meeting – Date Change

◆ New Event

# Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

## Get on the Bus & Local 2209 Breakfast Schedule

2015-2016

### Get on the Bus

Tuesday, February 23<sup>rd</sup>  
Edgewood Education Center  
Bus leaves 287 DSC @ 8:30 AM

Carol Bomben

Laura Ronbeck

Michèle Kunz

Kelli Parpart (Osseo)

Astein Osei (Osseo)

Jeremy Willey (Osseo)

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### Local 2209 Breakfast

7:00 AM

Tuesday, March 15<sup>th</sup>  
District Service Center  
(3<sup>rd</sup> Floor – Room 316)

Ann Bremer

Michèle Kunz

Carol Bomben

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