



MDE Weekly Superintendent Mail

TO: Superintendents
FROM: Dr. Brenda Cassellius, Commissioner
DATE: January 5, 2012

MDE NEWS AND INFORMATION

PRESS RELEASES

- ***Minnesota Department of Education Accepting Applications for National Green Ribbon Schools Recognition***

Throughout Minnesota, schools are making a conscious effort to promote energy efficiency – both in the classroom and in practice. Now, the Minnesota Department of Education is partnering with the U.S. Department of Education to recognize these schools with the newly launched Green Ribbon Schools Program. More information is provided below under the Miscellaneous heading. [See the January 5 press release.](#)

- ***Minnesota Department of Education Partners with Education Minnesota to Hear Minnesota Teachers' Ideas about Principal and Teacher Evaluation***

Education Minnesota (EdMN) and the Minnesota Department of Education (MDE) have formed a joint venture with The VIVA Teachers' Project to conduct an online "Idea Exchange" to get teachers' ideas about designing and implementing Minnesota's new principal and teacher evaluation systems. [See the January 3 press release.](#)

- ***Commissioner Cassellius to Bring Statewide Tour to Mankato, Marshall***

The Minnesota Department of Education (MDE) has announced the next steps in a series of statewide public meetings to provide information about Minnesota's No Child Left Behind (NCLB) waiver request. [See the January 3 press release.](#)

ACTION ITEMS

- ***Online Telecommunications/Internet Access Aid Cost Reporting – FY 2011 Actual Costs***

Please see the attached memorandum (below) from Chris Kubesh, Division of School Finance, regarding the above-mentioned matter. The online website for schools and telecommunication clusters is open for data collection of FY 2011 cost and E-rate data. The deadline for data submission is **January 27, 2012** via the following link: <https://collaboration.education.state.mn.us/Telecomm>

- ***State Aid for Alternative Delivery of Specialized Instructional Services (ADSIS) Finance Codes 740/799/355, Program Code 422, State Fiscal Year 2012-2013***

Please see the attached memorandum (below) from Deputy Commissioner Jessie Montano, and Barbara Troolin, director of Special Education, regarding the above-mentioned funding opportunity. An ADSIS informational meeting will be held on January 18, 2012, at the Roseville Public Library, or a teleconference option is also available. [The application packet will be available after January 8, 2012, on MDE's All Open Grant Opportunities Web page.](#)

Applications are due **February 28, 2012**, Midnight, Central Time. If you have questions related to the information session, please contact Cindy Shevlin-Woodcock at cindy.shevlin-woodcock@state.mn.us or 651-582-8656.

- ***Termination of the APR Data Collection***

In the future, student academic performance data will be collected using alternate methods in a different data collection. Consequently, you can cease providing the academic performance record (APR) data in its current form.

Please note that you should continue to submit the alternate grad path data in the form of the GRR record. Documentation regarding this data can be found on the [MDE Data Submission Servs website](#). For assistance with questions, contact mde.it-helpdesk@state.mn.us.

MISCELLANEOUS

- ***MDE Accepting Applications for National Green Ribbon Schools Recognition***

Throughout Minnesota, schools are making a conscious effort to promote energy efficiency – both in the classroom and in practice. Now, the Minnesota Department of Education (MDE) is partnering with the U.S. Department of Education to recognize these schools with the newly launched Green Ribbon Schools program.

The program seeks to highlight schools across the nation who are working every day to set a great example by saving energy and reducing operating costs, creating environmentally friendly learning spaces, promoting student health and providing environmental education to incorporate sustainability into the curriculum.

To be considered for the program, a school will have achieved or made considerable progress toward the three pillars established in the program: 1) energy efficient buildings; 2) healthy students and school environment; and 3) environmental literacy of all graduates. The combined achievement in these three areas will be the basis for the Green Ribbon Schools award.

To apply, public and private schools in Minnesota submit their application to MDE. After reviewing all applicants, Commissioner Brenda Cassellius will nominate up to four schools for the honor. If four are nominated, one must be a public school with a 40 percent disadvantaged population and one must be a

private school. Schools must also meet high college- and career-ready standards, be in compliance with federal civil rights laws, and all federal, state and local health and safety standards and regulations.

[See the application information for the Green Ribbon Schools program.](#) Applications must be submitted to MDE by February 22, 2012. The U.S. Department of Education expects to make decisions on final awards in April during Earth Day Week and will host a national recognition award ceremony in Washington D.C. in May or June. Local ceremonies are scheduled for fall 2012 at winning schools.

A press release of this announcement is posted on the [MDE website](#) . For more information on Green Ribbon Schools, [please visit the U.S. Department of Education Green Ribbon Schools website](#). For questions about MDE's application process or program, please contact Jeff Ledermann, MDE's Environmental and Outdoor Education Coordinator, at 651-582-8602 or jeff.ledermann@state.mn.us.

- ***Chemical Safety Day Program***

Please forward this information to your principals, science chairs and safety officers. The Chemical Safety Day Program is again being offered during the coming spring, summer, and fall months. The program is designed to assist schools and colleges in disposing of unwanted chemicals and hazardous waste from science, art, industrial technology, and maintenance departments. The program is operated by the University of Minnesota with help from the Minnesota Department of Education. To register to participate, visit the [University of Minnesota Department of Environmental Health and Safety website](#). Please complete the Reply Form and return it to shuff001@umn.edu, fax: [612-626-1571](tel:612-626-1571) or mail it to: University of Minnesota CSDP, 501 23rd Ave SE, Minneapolis, MN 55455. [See additional information.](#)

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M E M O R A N D U M

TO: SUPERINTENDENT OF SCHOOLS

FROM: Chris Kubesh, Education Finance Specialist
Division of School Finance
E-mail: chris.kubesh@state.mn.us

DATE: January 4, 2011

SUBJECT: ONLINE TELECOMMUNICATIONS/INTERNET ACCESS AID COST
REPORTING – FY 2011 ACTUAL COSTS

DEADLINE: January 27, 2012

This memo is to notify you that the online website for schools and telecommunication clusters is open for data collection of FY 2011 cost and E-rate data. The deadline for data submission is January 27, 2012. The following link will take you to the website:

<https://collaboration.education.state.mn.us/Telecomm>

Once you get to the website, you will be prompted to enter your MDE user ID and password to gain access to the system. If you do not have or have forgotten your user ID or password, or need to update your MDE account, follow the instructions on the screen to obtain your login information.

After you have successfully logged in, Instructions and Program Criteria (a word document containing additional program information) will be visible on your screen. The Program Criteria document will provide answers to many of your questions. Carefully review both items before attempting to submit data.

Remember that this is a reimbursement program and you are reporting **Actual FY 2011 Cost** data both before and after E-rates. The costs you report after E-rates will be used to calculate your school's amount for Telecommunications/Internet Access Equity Aid paid in FY 2012.

This program is not intended to support voice services. Only those eligible costs associated with providing Internet access and video connectivity to your schools may be reported. Criteria for eligible costs are included in the Program Criteria.

If you have any questions, please contact me at the above e-mail address.

MEMORANDUM

Date: January 5, 2012

To: Superintendents of Minnesota Public Schools, Directors of Minnesota Charters Schools and Directors of Special Education

From: Jessie Montano, Deputy Commissioner
Barbara Troolin, Director
Division of Special Education

Subject: Application available after January 8, 2012 for:

**State Aid for Alternative Delivery of Specialized Instructional Services (ADSIS)
Finance Codes 740/799/335, Program Code 422, State Fiscal Year 2012-2013**

The purpose of this aid is to provide instruction and services to K-12 pupils that need additional academic and behavioral supports to succeed in the general education environment and who may eventually qualify for special education if the prevention services were not available.

The funding period is July 1, 2012 through June 30, 2013. The maximum amount of special education regular aid and special education excess cost aid attributable to ADSIS may not exceed \$500,000 per district. Refer to the instructions section of the application for more information.

An ADSIS informational meeting will be held on January 18, 2012, from 1:30-3:30 p.m., Central Time, at the Roseville Public Library, Community Program Room, 2180 Hamline Avenue North, Roseville, Minnesota, 55113. Their phone number is 651/628-6803. Applicants are encouraged to participate in this session prior to beginning the application process.

Those not able to attend this meeting may participate online by [using this link](#). If requested, enter your name and email address. If a password is required, enter the meeting password: Adinfo1? If a meeting number is required use: 809 941 776 and then click "Join." Please register online by 1:15 pm.

To participate in the teleconference only, call in toll free at 1-8887425095 (US) or 1-6193773319 (US), conference code: 468 762 3421. For assistance with the online or conference call access, contact Doug Gray at doug.gray@state.mn.us or 1-651-582-8281.

If you have questions related to the information session, please contact Cindy Shevlin-Woodcock at cindy.shevlin-woodcock@state.mn.us or 651-582-8656.

Applications due: February 28, 2012, Midnight, Central Time

The application packet will be available after January 8, 2012 on the [All Active Grants Web page](#).