

**Regional Partnership:  
Concurrent Enrollment  
Teacher Training Program  
Report to the Legislature  
1/15/19**

Northwest Regional Partnership: Concurrent Enrollment Teacher Training Program Report to the Legislature as required by Minnesota Statutes, Section 48, Laws 2016, Ch. 189, Art. 25, Section 58

Submitted by: Jeremy Kovash, Executive Director, Lakes Country Service Cooperative

The report prepared by staff at Lakes Country Service Cooperative (Minnesota Statute 123A.21) with assistance from staff from Northwest Service Cooperative, Metro ECSU and Minnesota State University-Moorhead.

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## **1. Executive Summary – Northwest Regional Partnership**

In 2016, The Legislature originally responded to a pilot program in Northwest Minnesota. The Northwest and Lakes Country regions cover 90 member districts. In data collection from member districts, we learned that of our 300+ concurrent enrollment teachers, approximately 75% are in need of additional graduate course work to comply with Higher Learning Commission requirements. This pilot program was to meet the needs of concurrent enrollment instructors in the Lakes Country and Northwest Service Cooperative regions of Minnesota. The program and the legislative appropriation began the process of creating course content, admitting high school teachers into Minnesota State University/Moorhead (MSUM) for Master's level coursework and courses beginning in January of 2016.

Lakes Country Service Cooperative (LCSC), the fiscal host, is a public, non-profit membership-based organization dedicated to providing services that help make our members successful. LCSC is one of nine service cooperatives in the State of Minnesota. In this project, we are collaborating with all service cooperatives by ascertaining teacher need in each region but specifically working with Northwest Service Cooperative and Metro ECSU in engaging with college partners.

LCSC is committed to providing high quality, efficient services that meet members' needs. LCSC also serves as a liaison to state agencies and has partnerships with numerous businesses and associations that provide opportunities to our members. LCSC's dedicated staff provides leadership and assistance in a diverse range of services to members. We continually listen to and work with members to design and implement new programs and services. Together, we build relationships that help make all members stronger.

The Northwest Regional Partnership Concurrent Enrollment Program Manager is Josh Nelson, LCSC Manager of Education Services. Mr. Nelson is a licensed Business Education teacher, K-12 Principal and Superintendent. He has previous experience in PreK-12 systems as a Secondary Business Education teacher and Secondary School Principal. Mr. Nelson has served as the Manager of Education Services at LCSC since 2008. As part of his role, Josh manages over \$1,000,000 in grant activity on an annual basis.

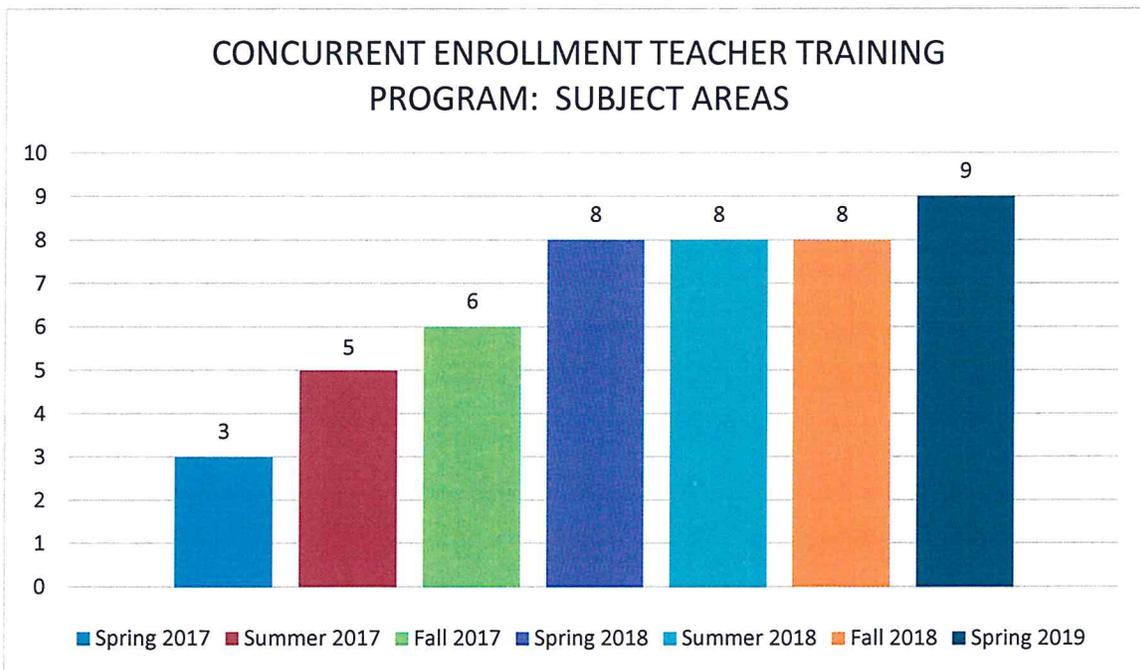
Northwest Service Cooperative (NWSC) is the service cooperative that serves member districts, cities, counties and non-profits in the far northwest part of Minnesota or Minnesota Development Regions 1 and 2, which includes the counties of Kittson, Roseau, Lake of the Woods, Marshall, Beltrami, Polk, Pennington, Red Lake, Clearwater, Norman, Mahnommen and Hubbard. LCSC will collaborate with NWSC to distribute information regarding the project to their membership. NWSC leveraged their relationships with member teachers and administrators to clearly articulate details of the program and the processes to enroll.

MSUM has developed an online education curriculum to allow eligible secondary school teachers to attain graduate credit at a reduced credit rate in multiple content areas. All content developed as a part of this project will qualify and contribute to teachers meeting the Higher Learning Commission requirements. MSUM also provides instructors for all graduate courses and oversees the enrollment process and all details related.

## 2. Data and Graphs – Northwest Regional Partnership

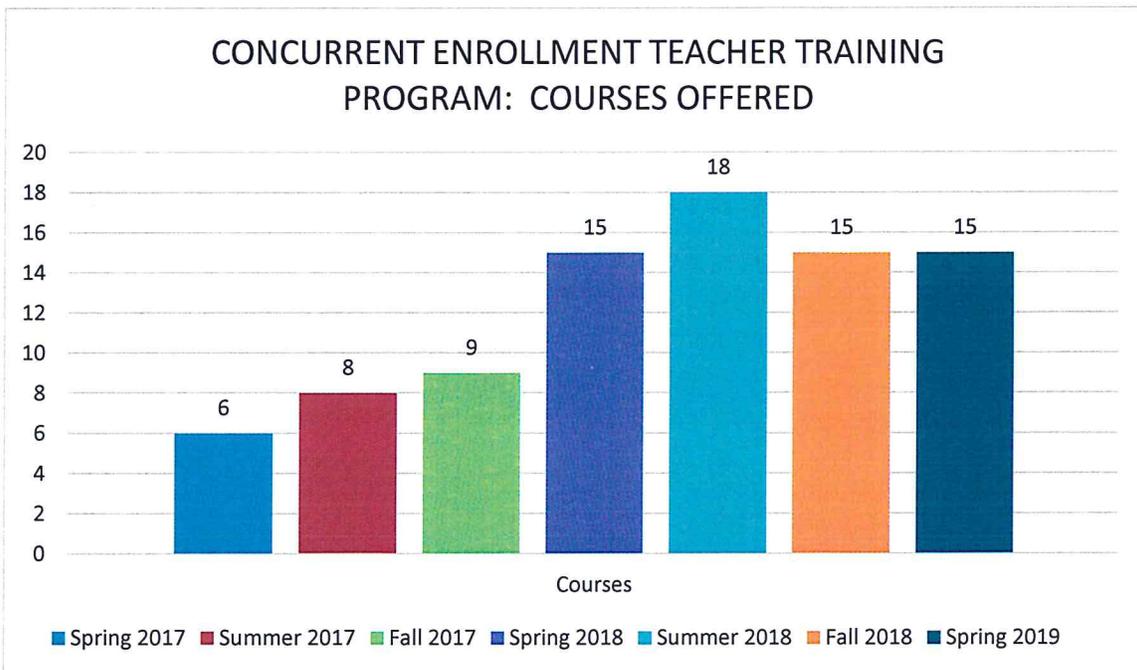
### I. SUBJECT AREAS

Beginning in the summer of 2016, after legislative passage, staff from Lakes Country Service Cooperative and Northwest Service Cooperative collaborated with department heads at MSUM to develop high-quality, effective programming for online course development of Master's level courses. Working with each department and leadership at MSUM, we were able to begin online asynchronous courses in January of 2017. Our first three content areas were subject areas of extremely high need: Math, History and English. We added Communications and Biology in the summer of 2017, Political Science in the fall of 2017 and Business and Chemistry in the spring of 2018. We have added Art for the spring of 2019. MSUM has recently added additional staff in Mathematics to support the program and demand in this subject area. We continue to develop and dialogue with other departments and other courses are in development. Additionally, the statewide partnership will look to offer courses in additional subject areas.



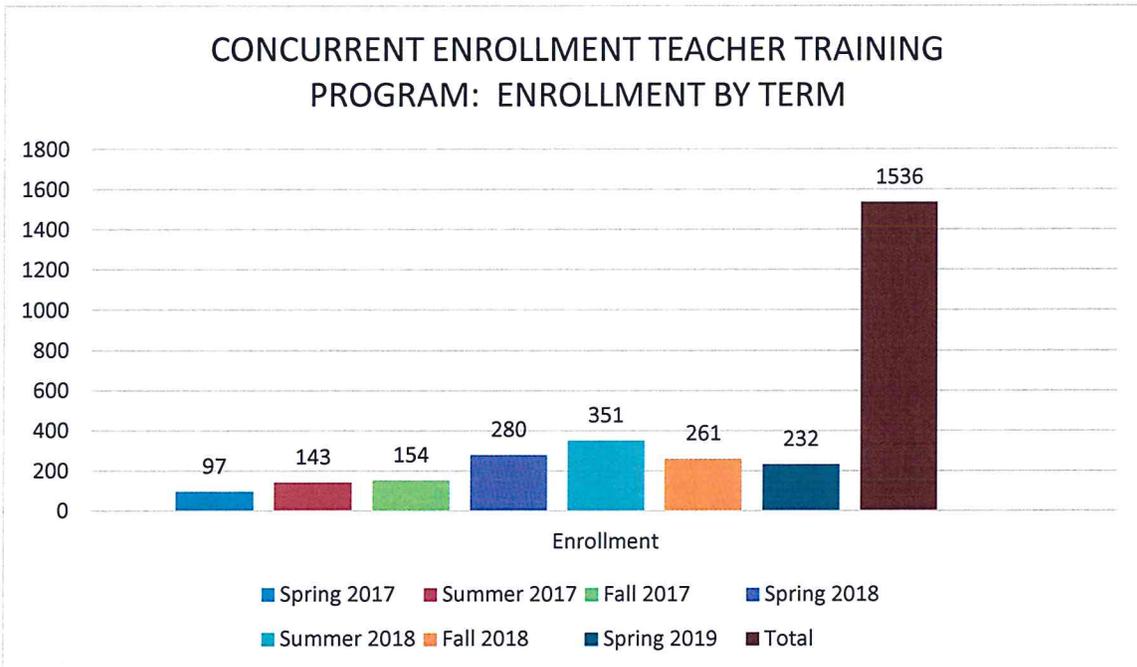
## II. Courses Offered - Northwest Regional Partnership

Each Master's level course developed by MSUM faculty is designed to meet the high-quality standards of the University. These are 500 or 600 Level University courses designed to give high school teachers access to high quality content to match their strengths in teaching pedagogy. Early courses include: Plant Evolution, Communication Theory, American Newcomers, Advanced Studies in Shakespeare, The Late Roman World and Mathematical Problem Solving. Each department at MSUM offering courses is developing cohorts of at least 18 graduate credits to meet Higher Learning Commission guidelines.



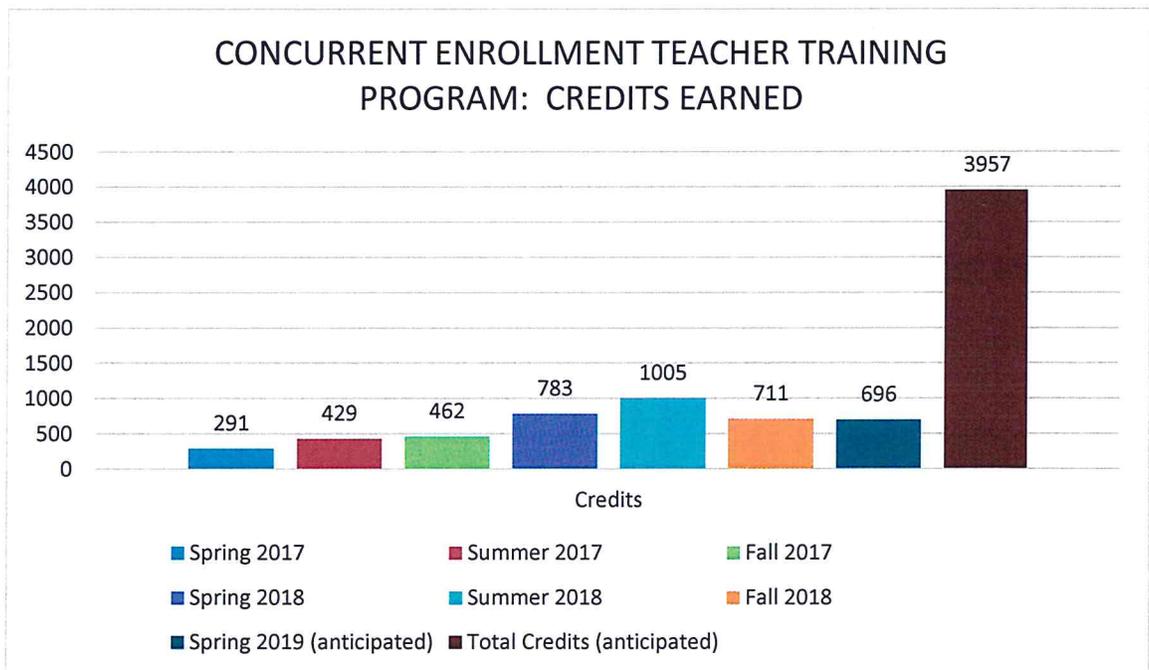
### III. Enrollment by class - Northwest Regional Partnership

From the onset in January of 2017, the program has seen continued growth. With the addition of new courses and the Statewide Partnership, we anticipate accelerated enrollment as evident here in the spring of 2018. We have ascertained that summer offerings are the most attractive for concurrent enrollment instructors and anticipate a strong array of offerings in the fall of 2019. In addition to advertising openings through the Minnesota Service Cooperatives and databases, the Minnesota Association of Secondary School Principals (MASSP) and the Minnesota Association of School Administrators (MASA) will share open courses with administrators throughout the state of Minnesota. The enrollment data below shows the number of teachers who have enrolled in our courses. Some teachers will enroll in multiple courses to attain the 18 required credits.



#### IV. Credits Earned - Northwest Regional Partnership

The ultimate goal of the partnership is to continue Minnesota's strong tradition of concurrent enrollment courses offered to our high school students. To do so will continue to be a major undertaking. We anticipate continued growth as MSUM and other college partners build capacity. However, resources may soon become limited and capacity among colleges to deliver Master's level content is limited. It is our goal that these developed courses will continue to serve teachers throughout Minnesota. In addition, it is our hope that colleges such as MSUM will develop Master's level curriculum for the next generation of teachers that integrates high quality content with exceptional pedagogy in curriculum and instruction. Additional funding by the State of Minnesota may be necessary to build additional capacity, hire additional college faculty and grow the program to ensure the future of concurrent enrollment throughout Minnesota.



### **3. HIGH SCHOOL TEACHER DEMOGRAPHICS (NORTHWEST REGIONAL PARTNERSHIP):**

To date, the Northwest Regional Partnership has enrolled 605 total teachers from 196 school districts in Minnesota. These teachers have enrolled in 86 courses as detailed above and have earned almost 4,000 credits toward approval. The regional breakdown is by service cooperative region. Keep in mind that the Lakes Country Service Cooperative and Northwest Service Cooperative regions had a head start due to the 2016 legislation.

- Lakes Country Service Cooperative (Fergus Falls) – 180 Teachers from 38 Districts
- Metro Educational Cooperative Service Unit (Arden Hills) – 75 Teachers from 19 Districts
- Northeast Service Cooperative (Mountain Iron) – 46 Teachers from 19 Districts
- Sourcewell (Staples) – 24 Teachers from 12 Districts
- Northwest Service Cooperative (Thief River Falls) – 97 Teachers from 28 Districts
- Resource Training and Solutions (Sartell) – 67 Teachers from 29 Districts
- South Central Service Cooperative (North Mankato) – 21 Teachers from 10 Districts
- Southeast Service Cooperative (Rochester) – 48 Teachers from 19 Districts
- Southwest/West Central Service Cooperative (Marshall) – 47 Teachers from 22 Districts

**4. FINANCIAL REPORT NORTHWEST REGIONAL PARTNERSHIP: Through 12/31/2018**

	GRANT OPPORTUNITY TITLE:		
OBJECT	DESCRIPTION		
CODES		BUDGET AMOUNT	BUDGET NARRATIVE DESCRIPTION - ROLE ON PROJECT
110	Administration/Supervision/Management	\$112,897	Online 18 Project Manager - Promote the Online 18 program to PreK-12 administrators and teachers in Minnesota. Manage the budget, evaluation process, and oversee the execution of logistical details. Adjunct Faculty Replacement at MSUM.
210-299	200 SERIES BENEFITS	\$37,289	
366	Instate Travel, Conferences/Training Fees - Grant Staff or parent committee members - not contractors	\$8,690	Travel expenses to meet with teachers to set up programs of study. Testimonials or reports to MDE and legislators as requested throughout the project. Also for efforts to promote the program statewide at conferences, etc.
389	Training and Tuition Reimbursement - Reimbursements to staff and others attending approved grant trainings to improve knowledge. May include books and materials.	\$228,056	Stipends for secondary teachers - Stipends paid at the rate of \$500 per credit to teachers that have maximized their lane placement per locally bargained contract. Course material and textbooks.
391	Payments to Schools on Cost Sharing Agreements	\$993,818	Payment to Minnesota State University - Moorhead for tuition reimbursement and course development. Adjunct faculty replacement to coordinate content, transcript review, administer plan of study for students, and execute work.
394	Payments for Ed Purposes to Other Agencies (not schools)	\$95,123	Per credit payment to Northwest Service Cooperative and Lakes Country Service Cooperative for coordinating programming.
TOTAL		\$1,475,873	*This number does not include tuition billing for Spring of 2019, which is anticipated to be approximately \$200,000.

## **5. Appendices**

### **APPENDIX A: Statutes**

Bill passed in 2016 Supplemental Omnibus Budget Bill

Amended in 2017 Omnibus E-12 Education Bill

Sec. 58. NORTHWEST REGIONAL PARTNERSHIP CONCURRENT ENROLLMENT PROGRAM.

Subdivision 1. Definition. "Northwest Regional Partnership" means a voluntary association of the Lakes Country Service Cooperative, the Northwest Service Cooperative, and Minnesota State University-Moorhead that works together to provide coordinated higher learning opportunities for teachers.

Subd. 2. Establishment. Lakes Country Service Cooperative, in consultation with the Northwest Service Cooperative, may develop a continuing education program to allow eligible teachers to attain the requisite graduate credits necessary to be qualified to teach secondary school courses for postsecondary credit.

Subd. 3. Curriculum development. Minnesota State University-Moorhead may develop an online education curriculum to allow eligible secondary school teachers to attain graduate credit at a reduced credit rate.

Subd. 4. Funding for course development; scholarships; stipends. Lakes Country Service Cooperative, in consultation with the other members of the Northwest Regional Partnership, shall:

(1) provide funding for course development for up to 18 credits in applicable postsecondary subject areas;

(2) provide scholarships for eligible teachers to enroll in the continuing education program; and

(3) develop criteria for awarding educator stipends on a per-credit basis to incentivize participation in the continuing education program.

Subd. 5. Participant eligibility. Participation in the continuing education program is reserved for teachers of secondary school courses for postsecondary credit. Priority must be given to teachers employed by a school district that is a member of the Lakes Country Service Cooperative or Northwest Service Cooperative. Teachers employed by a school district that is not a member of the Lakes Country Service Cooperative or Northwest Service Cooperative may participate in the continuing education program as space allows. A teacher participating in this program is ineligible to participate in other concurrent enrollment teacher training grant programs.

Subd. 6. Private funding. The partnership may receive private resources to supplement the available public money. All money received shall be administered by the Lakes Country Service Cooperative.

Subd. 7. Report required. Northwest Regional Partnership must submit an annual report by January 15 of each year on the progress of its activities to the legislature, commissioner of education, and Board of Trustees of the Minnesota State Colleges and Universities. The annual report shall contain a financial report for the preceding year. The first report is due no later than January 15, 2018.

EFFECTIVE DATE. This section is effective July 1, 2016.

Sec. 48.

Laws 2016, chapter 189, article 25, section 58, is amended to read:

Sec. 58.

**NORTHWEST REGIONAL PARTNERSHIP STATEWIDE CONCURRENT ENROLLMENT TEACHER TRAINING PROGRAM.**

Subdivision 1.

**Definition.**

(a) For purposes of this section, the following terms have the meanings given them.

(b) "Northwest Regional Partnership" means a voluntary association of the Lakes Country Service Cooperative, the Northwest Service Cooperative, and Minnesota State University-Moorhead that works together to provide coordinated higher learning opportunities for teachers.

(c) "State Partnership" means a voluntary association of the Northwest Regional Partnership and the Metropolitan Educational Cooperative Service Unit.

(d) "Eligible postsecondary institution" means a public or private postsecondary institution that awards graduate credits.

(e) "Eligible teacher" means a licensed teacher of secondary school courses for postsecondary credit.

Subd. 2.

**Establishment.**

(a) Lakes Country Service Cooperative, in consultation with the Northwest Service Cooperative, may develop a continuing education program to allow eligible teachers to attain the requisite graduate credits necessary to be qualified to teach secondary school courses for postsecondary credit.

(b) If established, the State Partnership must contract with one or more eligible postsecondary institutions to establish a continuing education credit program to allow eligible teachers to attain sufficient graduate credits to qualify to teach secondary school courses for postsecondary credit. Members of the State Partnership must work to eliminate duplication of service and develop the continuing education credit program efficiently and cost-effectively.

Subd. 3.

**Curriculum development.**

Minnesota State University-Moorhead may develop The continuing education program must use flexible delivery models, such as an online education curriculum to, that allow eligible secondary school teachers to attain graduate credit at a reduced credit rate. Information about the curriculum, including course length and course requirements, must be posted on the Web site of the eligible institution offering the course at least two weeks before eligible teachers are required to register for courses in the continuing education program.

Subd. 4.

**Funding for course development; scholarships; stipends.**

(a) Lakes Country Service Cooperative, in consultation with the other members of the Northwest Regional Partnership, shall:

- (1) provide funding for course development for up to 18 credits in applicable postsecondary subject areas;
- (2) provide scholarships for eligible teachers to enroll in the continuing education program; and
- (3) develop criteria for awarding educator stipends on a per-credit basis to incentivize participation in the continuing education program.

(b) If established, the State Partnership must:

- (1) provide funding for course development for up to 18 credits in applicable postsecondary subject areas;
- (2) provide scholarships for eligible teachers to enroll in the continuing education program; and
- (3) develop criteria for awarding educator stipends on a per-credit basis to incentivize participation in the continuing education program.

Subd. 5.

**Participant eligibility.**

Participation in the continuing education program is reserved for teachers of secondary school courses for postsecondary credit. Priority must be given to teachers employed by a school district that is a member of the Lakes Country Service Cooperative or Northwest Service Cooperative. Teachers employed by a school district that is not a member of the Lakes Country Service Cooperative or Northwest Service Cooperative may participate in the continuing education program as space allows. A teacher participating in this program is ineligible to participate in other concurrent enrollment teacher training grant programs.

Subd. 6.

**Private funding.**

The partnership partnerships may receive private resources to supplement the available public money. All money received in fiscal year 2017 shall be administered by the Lakes Country Service Cooperative. All money received in fiscal year 2018 and later shall be administered by the State Partnership.

Subd. 7.

**Report required.**

(a) The Northwest Regional Partnership must submit an annual report by January 15 of each year, 2018, on the progress of its activities to the legislature, commissioner of education, and Board of Trustees of the Minnesota State Colleges and Universities. The annual report shall contain a financial report for the preceding year. The first report is due no later than January 15, 2018.

(b) If established, the State Partnership must submit an annual joint report to the legislature and the Office of Higher Education by January 15 of each year on the progress of its activities. The report must include the number of teachers participating in the program, the geographic location of the teachers, the number of credits earned, and the subject areas of the courses in which participants earned credit. The report must include a financial report for the preceding year.

**APPENDIX B: Partners – Northwest Regional Partnership**

Jeremy Kovash	Lakes Country Service Cooperative Executive Director
Dr. Bruce Jensen	Northwest Service Cooperative Executive Director
Josh Nelson	Lakes Country Service Cooperative Manager of Educational Services
Kristi Werner	Lakes Country Service Cooperative Manager of Finance
Dr. Ok-Hee Lee	Minnesota State University-Moorhead Dean of the College of Education
Dr. Lisa Karch	Minnesota State University-Moorhead 18 Online Liaison
Dr. Boyd Bradbury	Minnesota State University-Moorhead 18 Online Liaison

## **6. Statewide Partnership (METRO ECSU)**

In 2017, The Legislature expanded the scope of the partnership. The new Statewide Partnership increases course accessibility in high need areas and adds additional courses.

It is also important to note that many of the concurrent enrollment teachers have concurrent enrollment courses in more than one area. These teachers would need 18 credits in both subject areas to continue teaching both courses. The most prevalent barriers are the cost of graduate credits for these courses, access or distance to the higher education institution offering the course and scheduling the course work while teaching full time. The Statewide Partnership began offering tuition scholarships for online concurrent enrollment courses in January 2018.

Metro Educational Cooperative Service Unit, (ECSU), is a Regional Service Cooperative serving the 52 school districts in the Minneapolis, St. Paul urban/suburban area. For over 42 years Metro ECSU has partnered with state and local schools and agencies to deliver services, programs and projects including, but not limited to: health and safety, the Metropolitan Principals' Academy, Cooperative Purchasing, Math and Science Teacher Partnership grants, Young Inventors Fair, and the Young Authors Conference. Our success is based on a philosophy of teamwork and trust between partner agencies and strong relationships with schools, districts and the other service cooperatives across the state of Minnesota. The Minnesota Service Cooperatives (MSC) share a statewide website to disseminate information about each agency and work together in a number of other ventures.

Through this grant opportunity, the Statewide Partnership has increased the access to courses by expanding the type and number of online courses offered to instructors as well as the number of institutions of higher education that are involved in the grant.

The Statewide portion of the concurrent enrollment program is a partnership between Metro ECSU and these higher education partners: Mankato State University, Southwest State University, Bemidji State University and St Mary's University. Since its inception, 115 teachers have enrolled in the program.

### **High School Teacher Demographics (Metro ECSU):**

- Lakes Country Service Cooperative (Fergus Falls) 3 Teachers from 3 Districts
- Metro Educational Cooperative Service Unit (Arden Hills) – 16 Teachers from 8 Districts
- Northeast Service Cooperative – 13 Teachers from 9 Districts
- Sourcewell (Staples) 5 Teachers from 4 Districts
- Northwest Service Cooperative – 0 Teachers from 0 Districts
- Resource Training and Solutions (Sartell) – 5 Teachers from 4 Districts
- South Central Service Cooperative (North Mankato) – 8 Teachers from 7 Districts
- Southeast Service Cooperative (Rochester) – 12 Teachers from 7 Districts
- Southwest/West Central Service Cooperative (Marshall) 13 Teachers from 10 Districts

## **Additional Courses Offered: Statewide Partnership**

### **Spring 2018 Total = 7**

- Math: 3
- English: 4

### **Summer 2018 Total = 39**

- Business: 6
- Communications: 13
- English: 4
- History: 3
- Math: 4
- Psychology: 6
- Second Languages: 3

### **Fall 2018 Total = 62**

- Biology: 2
- Business: 16
- Communications: 11
- English: 19
- Geography: 2
- Health: 2
- History: 1
- Math: 3
- Psychology: 3
- Second Languages: 3

### **Spring 2019 Total = 65**

- Biology: 1
- Business: 9
- Communications: 14
- English: 20
- Geography: 1
- Health: 1
- History: 2
- Math: 3
- Psychology: 7
- Second Languages: 7

### **Credits Earned**

Total Credits earned spring 2018 – fall 2018	495
Total Credits anticipated spring 2019:	152

### **Statewide Partnership Contacts:**

Julie Frame	Metro ECSU Executive Director
Angela Skrade	Metro ECSU Program Coordinator
Celine Horn	Metro ECSU Accountant

FINANCIAL REPORT: Statewide Partnership (METRO ECSU) Through 12/31/2018

GRANT OPPORTUNITY TITLE:			
OBJECT	DESCRIPTION		
CODES		BUDGET AMOUNT	BUDGET NARRATIVE DESCRIPTION - ROLE ON PROJECT
110	Administration/Supervision Coordination	\$7,707	Manage the budget, evaluation process and oversee execution of logistical details.
170	Program Coordination	\$42,397	Statewide Program Coordinator – Promote the program to PreK-12 administrators and teachers in Minnesota. Communicate with Higher Education Institutions. Collect data. Execute logistical details.
210-299	200 SERIES BENEFITS	\$12,073	
366	Instate Travel, Conferences/Training Fees - Grant Staff or parent committee members - not contractors	\$73	Travel expenses to meet with Minnesota State System staff, and presentations at state conferences for promotion of the program.
389	Training and Tuition Reimbursement - Reimbursements to staff and others attending approved grant trainings to improve knowledge.	\$130,050	Tuition scholarships of \$300 per credit for concurrent enrollment instructors.
(multiple codes) 899 401 329 320	Materials and Other Services	\$5,425	Communications services including phone, internet, WebEx. postage. Office rent.
TOTAL		\$197,725	

