

**Regional Partnership:
Concurrent Enrollment
Teacher Training Program
Report to the Legislature
1/15/20**

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.

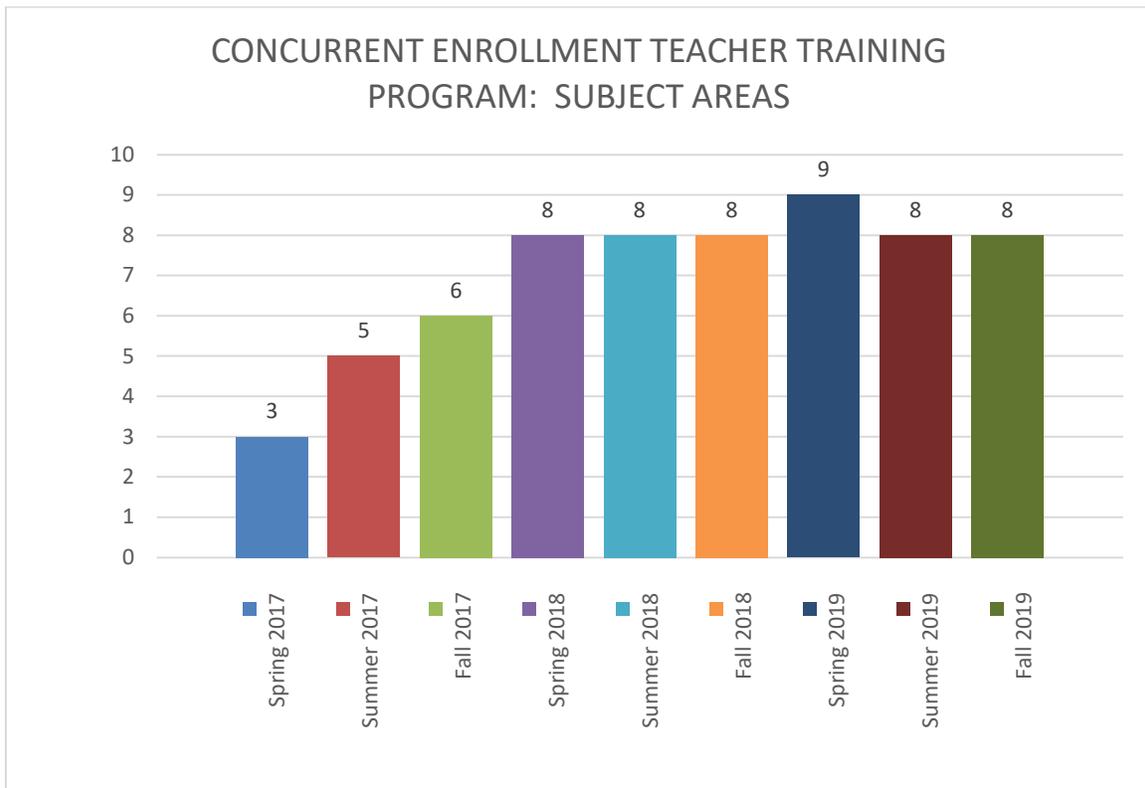
Northwest Service Cooperative (NWSC) is the service cooperative that serves member districts, cities, counties and non-profits in the far northwest part of Minnesota or Minnesota Development Regions 1 and 2, which includes the counties of Kittson, Roseau, Lake of the Woods, Marshall, Beltrami, Polk, Pennington, Red Lake, Clearwater, Norman, Mahnomen 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

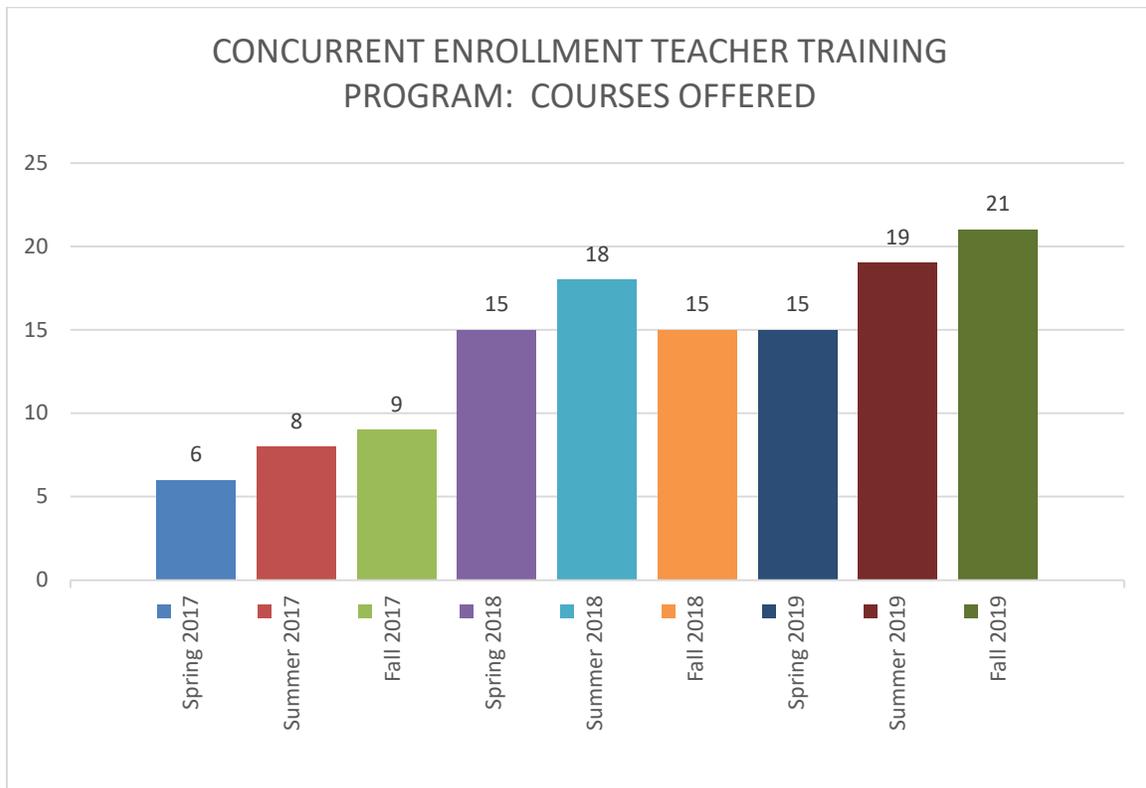
I. SUBJECT AREAS

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, Business and Chemistry in the spring of 2018, and 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.



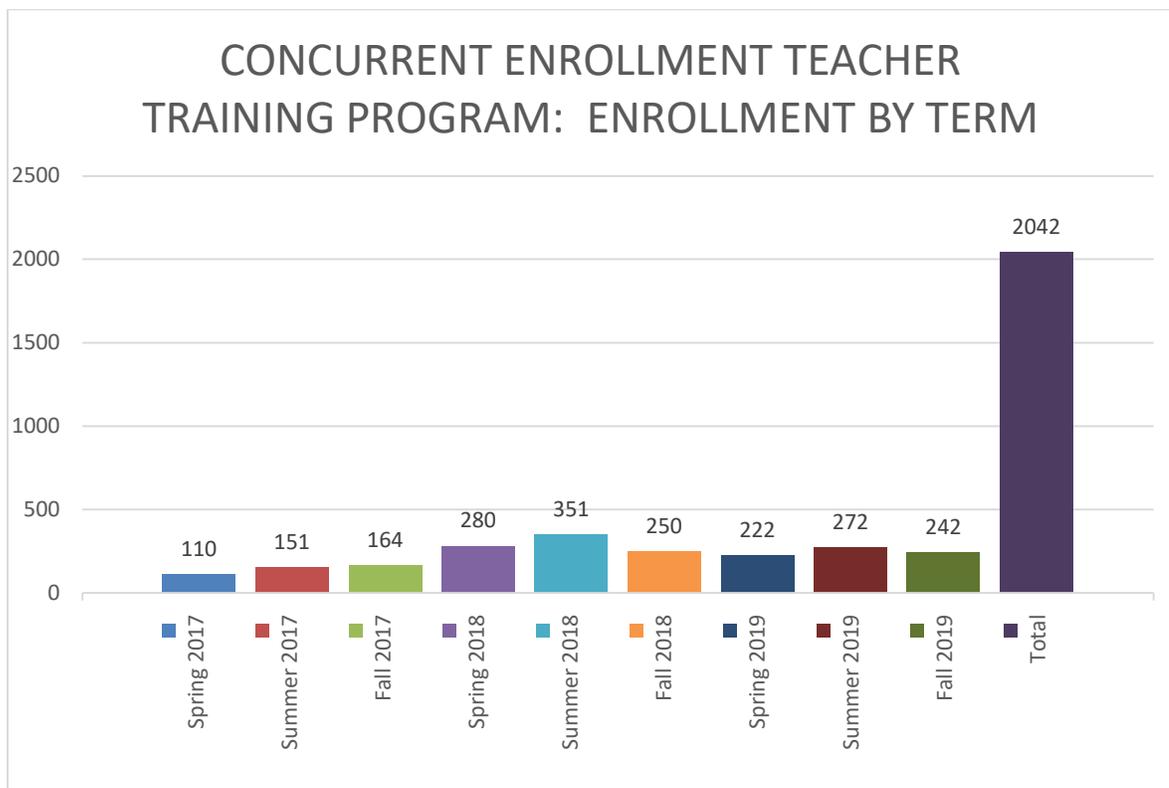
II. Courses Offered - Northwest Regional Partnership

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.



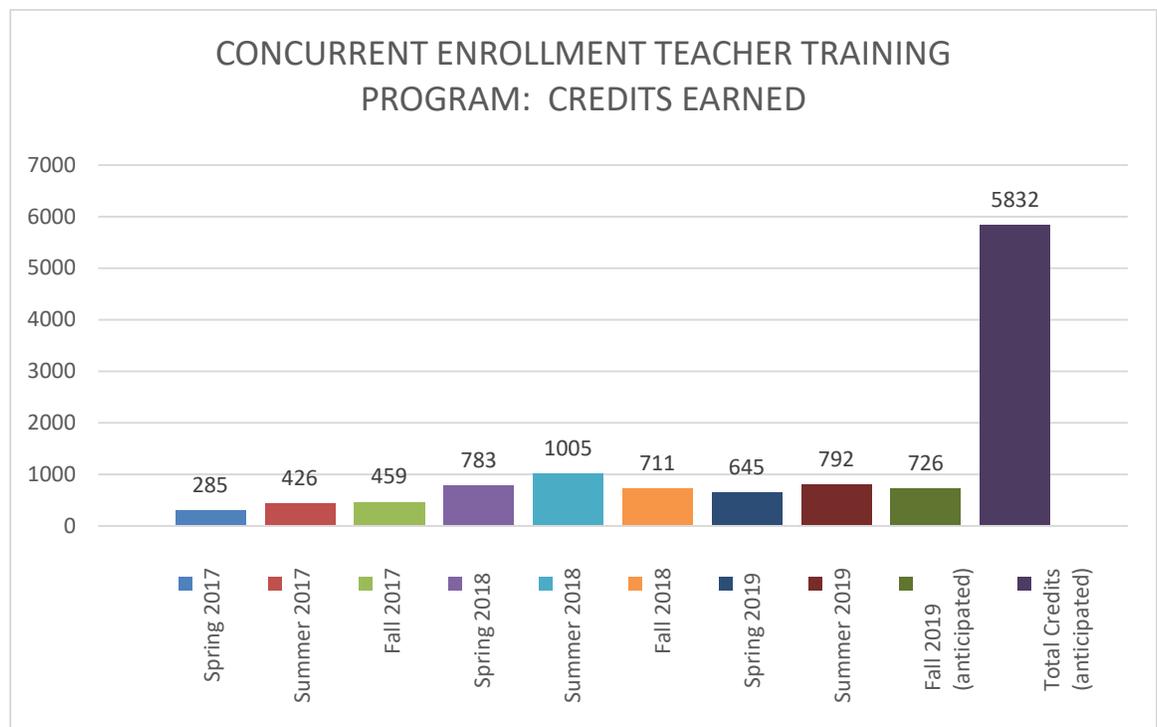
III. Enrollment by class - Northwest Regional Partnership

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 spring of 2020. 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 765 total teachers from 241 school districts in Minnesota. These teachers have enrolled in 126 courses as detailed above and have earned over 5,100 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) – 178 Teachers from 38 Districts
- Metro Educational Cooperative Service Unit (Arden Hills) – 130 Teachers from 30 Districts
- Northeast Service Cooperative (Mountain Iron) – 61 Teachers from 22 Districts
- Sourcewell (Staples) – 37 Teachers from 14 Districts
- Northwest Service Cooperative (Thief River Falls) – 94 Teachers from 30 Districts
- Resource Training and Solutions (Sartell) – 114 Teachers from 42 Districts
- South Central Service Cooperative (North Mankato) – 33 Teachers from 13 Districts
- Southeast Service Cooperative (Rochester) – 63 Teachers from 24 Districts
- Southwest/West Central Service Cooperative (Marshall) – 55 Teachers from 28 Districts

4. FINANCIAL REPORT NORTHWEST REGIONAL PARTNERSHIP: Through 11/18/2019

	GRANT OPPORTUNITY TITLE:		
OBJECT	DESCRIPTION		
CODES		BUDGET AMOUNT	BUDGET NARRATIVE DESCRIPTION - ROLE ON PROJECT
110	Administration/Supervision/Management	\$154,116.53	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	\$49,534.90	
366	Instate Travel, Conferences/Training Fees - Grant Staff or parent committee members - not contractors	\$10,764.57	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.	\$323,989.69	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	\$1,467,029.34	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)	\$111,751.87	Per credit payment to Northwest Service Cooperative and Lakes Country Service Cooperative for coordinating programming.
TOTAL		\$2,117,186.90	*This number does not include tuition billing for Spring of 2020 which is approximated to be \$200,000.

5. APPENDECIES

APPENDIX A: Statutes

Bill passed in 2016 Supplemental Omnibus Budget Bill and amended in 2017 Omnibus E-12 Education Bill

122A.76 STATEWIDE CONCURRENT ENROLLMENT TEACHER TRAINING PROGRAM.

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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.**

The continuing education program must use flexible delivery models, such as an online education curriculum, 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 website 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. Private funding.

The 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. 6. Report required.

(a) The Northwest Regional Partnership must submit a report by January 15, 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 report shall contain a financial report for the preceding year.

(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.

History:

[2016 c 189 art 25 s 58](#); [1Sp2017 c 5 art 2 s 48](#); [1Sp2019 c 11 art 3 s 24](#)

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
Melissa Walvatne	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. Executive Summary: Statewide Partnership (Metro ECSU)

In 2017, The Legislature expanded the scope of the Northwest Regional Partnership. Through the new Statewide Partnership, course accessibility in high need areas increased and additional courses were added. The \$375,000 allocated to this grant, through the fiscal host Metro ECSU, was used to increase accessibility to online and blended courses through partnerships between Metro ECSU and the following higher education partners: St. Cloud State University, Mankato State University, Southwest State University, Bemidji State University, and St. Mary's University. Winona State University joined as a partner in early January of 2020. These institutions have developed courses to assist eligible teachers statewide to acquire credits towards the requisite graduate credits to be qualified to teach secondary school courses for post-secondary credit.

Metro ECSU is a Regional Service Cooperative serving the 52 school districts in the Minneapolis, St. Paul urban/suburban area. For over 38 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, leadership development, cooperative Purchasing, Math and Science Teacher Partnership (MSTP) grants, Young Inventors Fair, Young Authors Conference. In addition, Metro ECSU serves as fiscal host for over 30 different grants. Our success is based on a philosophy of teamwork and trust between partner agencies and strong and lasting relationships with schools, districts and 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. Metro ECSU staff meets regularly with regional administrators and leaders via regular networking and formal meeting structures of local chapters, such as the Minnesota Association for School Administrators.

All Minnesota Regional Service Cooperatives have supported this grant effort by communicating information to districts within their respective regions.

Based on a survey of districts completed in June 2017, within the regions covered by the Southwest/West Central Service Cooperative, Southeast Service Cooperative, South Central Service Cooperative, Sourcewell, Resource Training & Solutions and Metro ECSU, the areas of high need, from high to low, of concurrent enrollment courses are as follows: Math, English, History, Biology, Foreign Languages, Physics, Business, Chemistry, Psychology, Speech, Political Science, Economics, Anatomy/Physiology, Sociology, Social Studies, Computer Science, Science, Music, Art, Agriculture, FACS. Some of these courses have been developed by the Northwest Partnership. The Statewide Partnership has worked closely with higher education institutions as well as MinnState to develop like content area courses in high need areas in order to meet the volume in a timely manner. There are also content courses that Minnesota State University- Moorhead had not had the ability to develop. The Statewide Partnership has and will continue to partner with other higher education institutions to develop and offer online courses.

When the Statewide Partnership began there were very few Minnesota higher education institutions that had online courses for concurrent enrollment instructors, other than the online courses offered through Minnesota State University/Moorhead. During the fall of 2018 higher education institutions across the state began developing additional courses. With this grant tuition scholarships became

available for courses at higher education institutes other than Minnesota State University/Moorhead. Thus creating an additional incentive to provide online courses in concurrent enrollment with the end result of increased accessibility to courses for concurrent enrollment instructors across the state.

Metro ECSU initially used grant funds to support tuition reimbursement for online delivery models only, to ensure equal access from any region as well as encourage participation across all regions. We found it difficult for some concurrent enrollment courses that require lab participation to be offered totally online. Beginning in summer of 2019, Metro ECSU began providing tuition scholarships through grant funds for courses that required lab participation. These courses are now being written and offered through blended learning models.

MinnState, Metro ECSU and higher ed institutions have met on a consistent basis to discuss processes that will ensure consistency of rigor across higher education institutions. As each higher ed institution has its own system, MinnState has been a very positive partner in assisting us in navigating through the differences and finding common solutions whenever possible. Through our collaboration with MinnState and our higher education partners, we will continue to work on the development of additional course offerings.

7. Data and Graphs – Statewide Partnership for Concurrent Enrollment

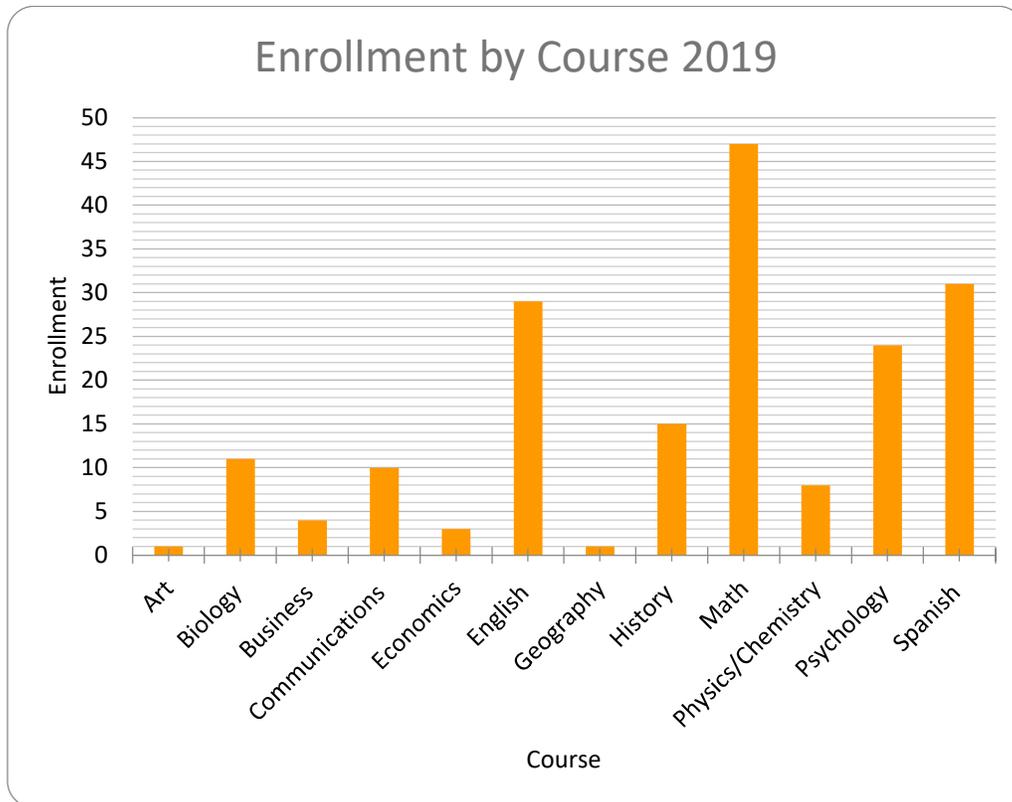
I. Number and Geographic Location of Participating Teachers:

- Lakes Country Service Cooperative (Fergus Falls): 4 Teachers from 2 Districts
- Metro Educational Cooperative Service Unit (Arden Hills): 20 Teachers from 11 Districts
- Northeast Service Cooperative (Mountain Iron): 22 Teachers from 10 Districts
- Northwest Service Cooperative (Thief River Falls): 2 Teachers from 2 Districts
- Resource Training and Solutions (Sartell): 15 Teachers from 12 Districts
- Sourcewell (Staples): 5 Teachers from 5 Districts
- South Central Service Cooperative (North Mankato): 6 Teachers from 6 Districts
- Southeast Service Cooperative (Rochester): 15 Teachers from 10 Districts
- Southwest/West Central Service Cooperative (Marshall): 22 Teachers from 18 Districts

Total of 111 teachers participating/participated (some have finished their 18 credits now)

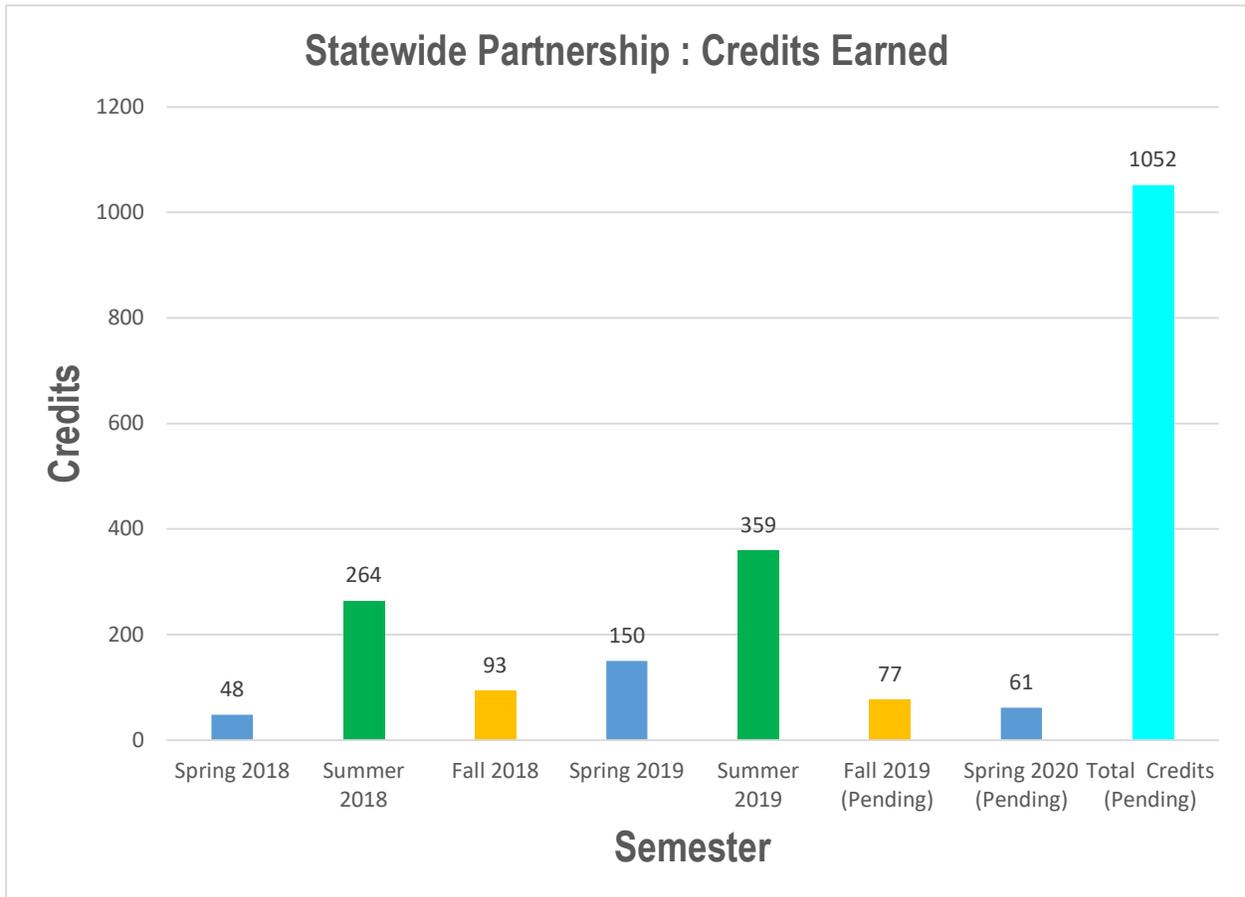
II. Subject Areas

The Statewide Partnership began in late fall of 2018 with course offerings in English, Math and Spanish. Between the spring of 2018 and fall of 2018, our offerings increased to include Biology, Business, Communications, History and Psychology. Art, Economics and Physics were added in the summer of 2019, Geography was added in the fall.



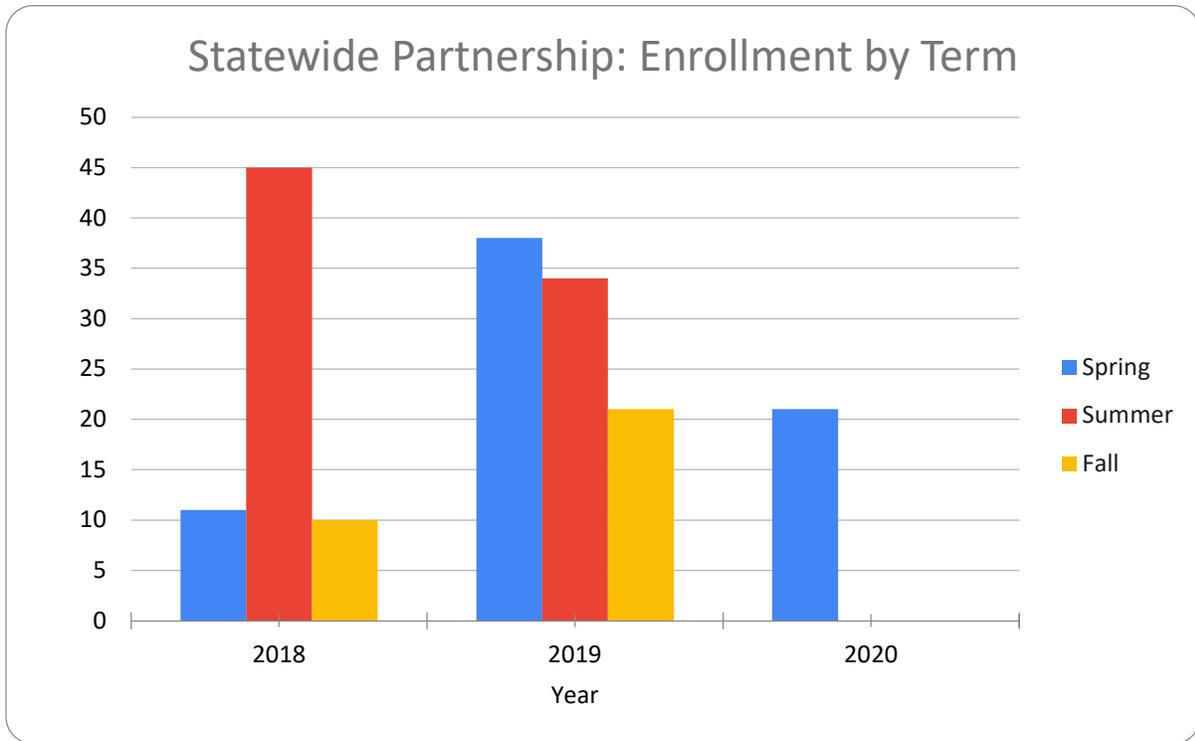
III. Number of Credits Earned:

The summer term of 2019 saw our highest enrollment thus far. At the end of the summer term a number of our instructors finished their 18 credits.



IV. Enrollment by Term

Though this legislative report is through December 2019 we have included enrollment for spring term 2020 offerings. This number is preliminary as spring course registration will continue through the month of January 2020.



8. FINANCIAL REPORT STATEWIDE PARTNERSHIP

	GRANT OPPORTUNITY TITLE:		
OBJECT	DESCRIPTION		
CODES		BUDGET AMOUNT	BUDGET NARRATIVE DESCRIPTION - ROLE ON PROJECT
110	Administration/Supervision Coordination	\$9,626	Manage the budget, evaluation process and oversee execution of logistical details.
170	Program Coordination	\$40,080	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	\$12,140	
366	Instate Travel, Conferences/Training Fees - Grant Staff or parent committee members - not contractors	\$0	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.	\$166,500	Tuition scholarships of \$300 per credit for concurrent enrollment instructors.
(multiple codes) 899 401 329 320	Materials and Other Services	\$4,957	Communications services including phone, internet, Web-ex., postage. Office rent.
TOTAL		\$233,303	