

**Regional Partnership:  
Concurrent Enrollment  
Teacher Training Program  
Report to the Legislature  
1/15/18**

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 and Minnesota State University-Moorhead.

**CONTENTS:**

1. Executive Summary for Northwest Regional Partnership
2. Data and Graphs
3. Enrollment Demographics
4. Financial Report
5. Appendices
  - A. Statute
  - B. Statewide Partnership
  - C. Partners

## 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. Josh 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. Josh 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.

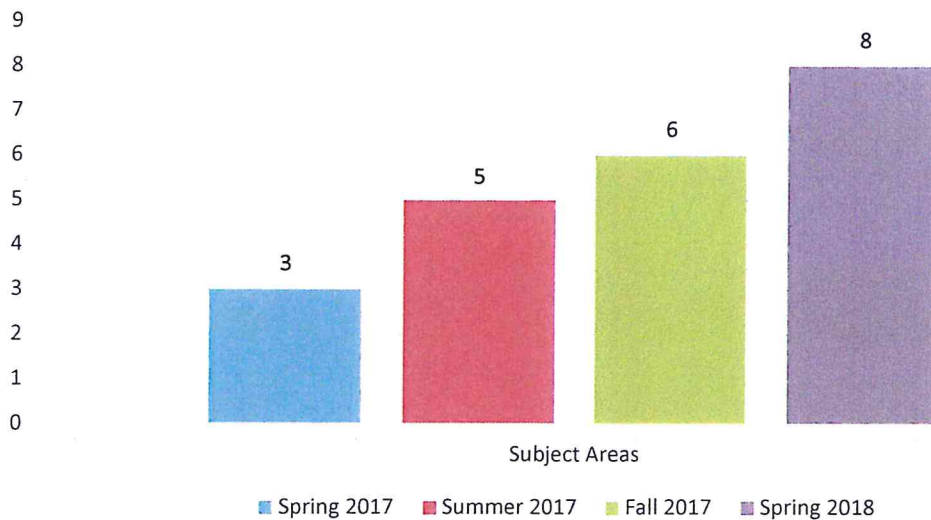
MSUM has developed an online education curriculum to allow eligible secondary school teachers to attain graduate credit at a reduced credit rate in multiple content areas. All content developed as a part of this project will qualify and contribute to teachers meeting the Higher Learning Commission requirements. 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 and Business and Chemistry in the spring of 2018. We continue to develop and dialogue with other departments and other courses which are in development. Additionally, the statewide partnership will look to offer courses in additional subject areas.

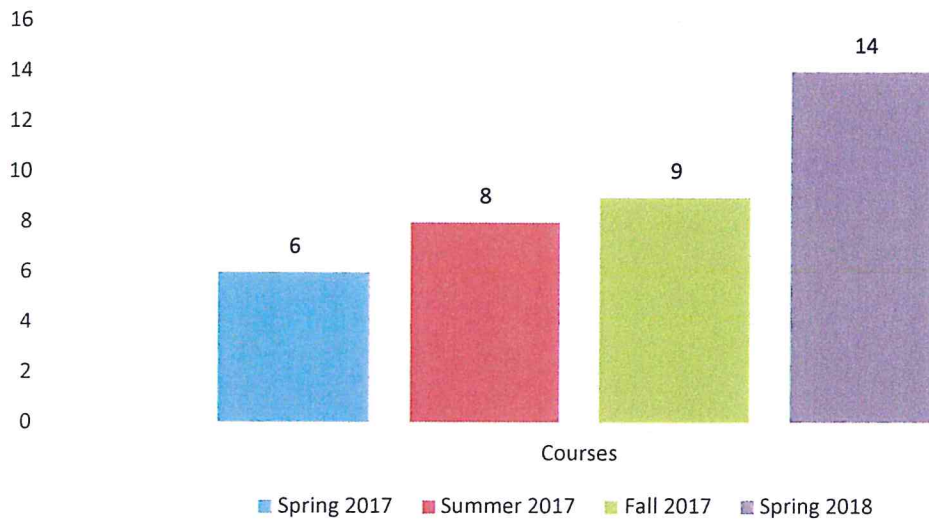
CONCURRENT ENROLLMENT TEACHER TRAINING PROGRAM: SUBJECT AREAS



## 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.

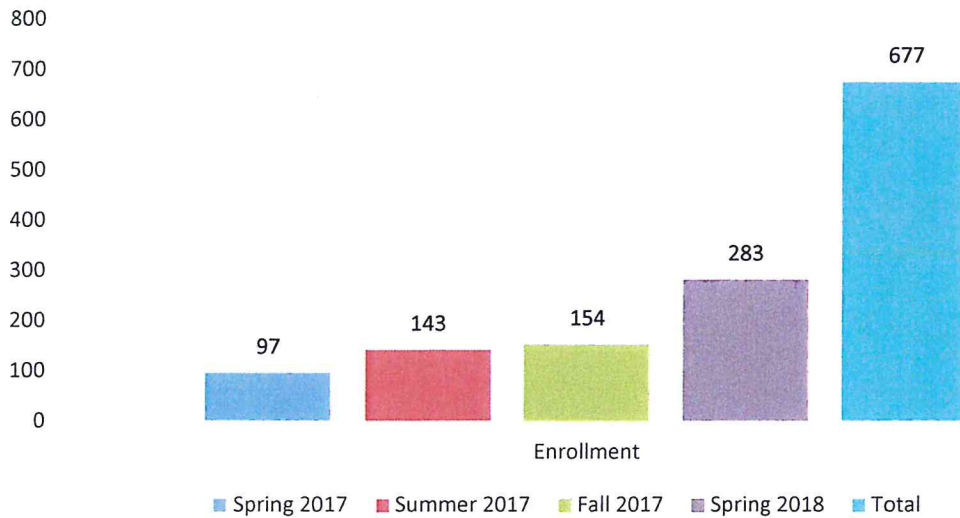
CONCURRENT ENROLLMENT TEACHER TRAINING PROGRAM: COURSES OFFERED



### 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. 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.

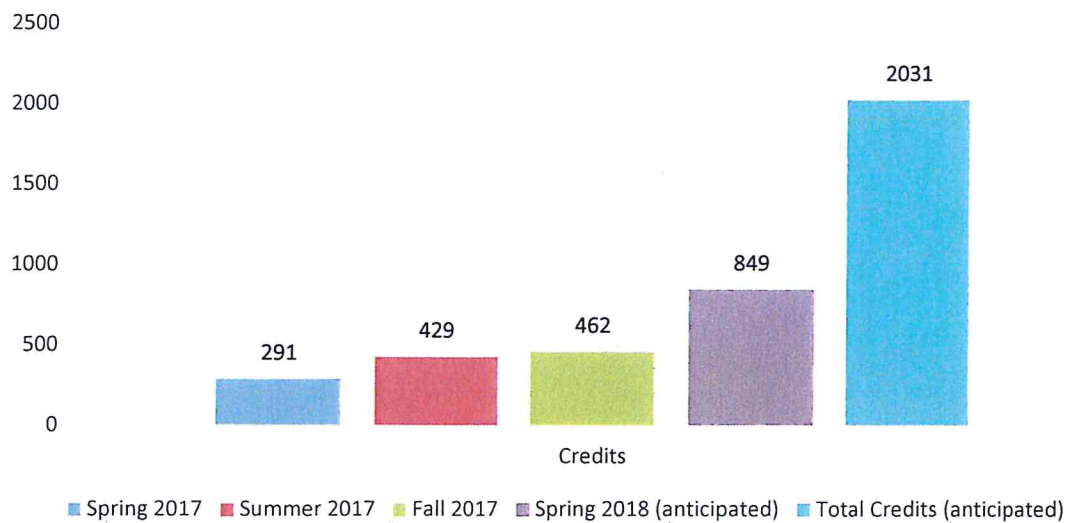
CONCURRENT ENROLLMENT TEACHER TRAINING PROGRAM: ENROLLMENT BY CLASS



#### 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.

CONCURRENT ENROLLMENT TEACHER TRAINING PROGRAM: CREDITS EARNED



### 3. STUDENT DEMOGRAPHICS:

To date, the Northwest Regional Partnership has served 462 enrolled total teachers from 158 school districts in Minnesota. These 462 have enrolled in 677 courses as detailed above. 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 37 Districts
- Metro Educational Cooperative Service Unit (Arden Hills) – 41 Teachers from 12 Districts
- Northeast Service Cooperative (Mountain Iron) – 14 Teachers from 7 Districts
- National Joint Powers Alliance (Staples) – 19 Teachers from 11 Districts
- Northwest Service Cooperative (Thief River Falls) – 89 Teachers from 27 Districts
- Resource Training and Solutions (Sartell) – 34 Teachers from 20 Districts
- South Central Service Cooperative (North Mankato) – 18 Teachers from 8 Districts
- Southeast Service Cooperative (Rochester) – 31 Teachers from 13 Districts
- Southwest/West Central Service Cooperative (Marshall) – 38 Teachers from 23 Districts



4. FINANCIAL REPORT: Through 12/31/2017

	<b>GRANT OPPORTUNITY TITLE:</b>	<b>Northwest Regional Partnership concurrent enrollment program</b>		
<b>OBJECT</b>	<b>DESCRIPTION</b>			
<b>CODES</b>	<b>100 SERIES SALARIES</b>	<b>BUDGET AMT</b>	<b>FTEs</b>	<b>BUDGET NARRATIVE DESCRIPTION - ROLE ON PROJECT</b>
110	Administration/Supervision/Management	\$66,955		Online 18 Project Manager - Promote the Online 18 program to PreK-12 administrators and teachers in Minnesota. Manage the entire budget, evaluation process, and oversee the execution of logistical details.
210-299	200 SERIES BENEFITS	\$23,753		
366	Instate Travel, Conferences/Training Fees - Grant Staff or parent committee members - not contractors	\$4,037	NA	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. Might include books and materials.	\$86,787	NA	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	\$340,211	NA	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)	\$28,103	NA	Per credit payment to Northwest Service Cooperative and Lakes Country Service Cooperative for coordinating programming.
TOTAL		\$549,845		*This number does not include tuition billing for Spring of 2018 which is anticipated to be approximately \$200,000

## 5. Appendices

### APPENDIX A: Statute

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

63.1 (2) economic development regions where there is a shortage of licensed teachers who  
63.2 reflect the racial or ethnic diversity of students in the region as reported by the commissioner  
63.3 of education.

63.4 (f) "Commissioner" means the commissioner of the Office of Higher Education unless  
63.5 indicated otherwise.

63.6 **EFFECTIVE DATE.** This section is effective August 1, 2017.

63.7 Sec. 46. Minnesota Statutes 2016, section 136A.1791, subdivision 2, is amended to read:

63.8 Subd. 2. **Program established; administration.** The commissioner shall establish and  
63.9 administer a teacher shortage loan forgiveness program. A teacher is eligible for the program  
63.10 if the teacher is teaching in ~~a licensure field and in an economic development region with~~  
63.11 an identified teacher shortage area under subdivision 3 and complies with the requirements  
63.12 of this section.

63.13 **EFFECTIVE DATE.** This section is effective August 1, 2017.

63.14 Sec. 47. Minnesota Statutes 2016, section 136A.1791, subdivision 9, is amended to read:

63.15 Subd. 9. **Annual reporting.** By February 1 of each year, the commissioner must report  
63.16 to the chairs of the ~~K-12~~ kindergarten through grade 12 and higher education committees  
63.17 of the legislature on the number of individuals who received loan forgiveness under this  
63.18 section, the race or ethnicity of the teachers participating in the program, the licensure areas  
63.19 and economic development regions in which the teachers taught, the average amount paid  
63.20 to a teacher participating in the program, and other summary data identified by the  
63.21 commissioner as outcome indicators.

63.22 **EFFECTIVE DATE.** This section is effective August 1, 2017.

63.23 Sec. 48. Laws 2016, chapter 189, article 25, section 58, is amended to read:

63.24 Sec. 58. ~~**NORTHWEST REGIONAL PARTNERSHIP STATEWIDE**~~  
63.25 ~~**CONCURRENT ENROLLMENT TEACHER TRAINING PROGRAM.**~~

63.26 Subdivision 1. **Definition.** (a) For purposes of this section, the following terms have the  
63.27 meanings given them.

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

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

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

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

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

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

64.17 Subd. 3. **Curriculum development.** ~~Minnesota State University-Moorhead may develop~~  
64.18 The continuing education program must use flexible delivery models, such as an online  
64.19 education curriculum to, that allow eligible secondary school teachers to attain graduate  
64.20 credit at a reduced credit rate. Information about the curriculum, including course length  
64.21 and course requirements, must be posted on the Web site of the eligible institution offering  
64.22 the course at least two weeks before eligible teachers are required to register for courses in  
64.23 the continuing education program.

64.24 Subd. 4. **Funding for course development; scholarships; stipends.** (a) Lakes Country  
64.25 Service Cooperative, in consultation with the other members of the Northwest Regional  
64.26 Partnership, shall:

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

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

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

64.33 (b) If established, the State Partnership must:

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

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

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

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

65.15 Subd. 6. **Private funding.** The ~~partnership~~ partnerships may receive private resources  
 65.16 to supplement the available public money. All money received in fiscal year 2017 shall be  
 65.17 administered by the Lakes Country Service Cooperative. All money received in fiscal year  
 65.18 2018 and later shall be administered by the State Partnership.

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

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

65.30 **EFFECTIVE DATE.** This section is effective the day following final enactment.

65.31 Sec. 49. Laws 2016, chapter 189, article 25, section 62, subdivision 7, is amended to read:

65.32 Subd. 7. **Education Innovation Partners Cooperative Center.** (a) For a matching  
 65.33 grant to Education Innovation Partners Cooperative Center, No. 6091-50, to provide

## APPENDIX B: Statewide Partnership

In 2017, The Legislature expanded the scope of the partnership. The new Statewide Partnership aided regions not currently covered by the Northwest Regional Partnership, essentially, the State of Minnesota. There are many more high school concurrent enrollment teachers in need of additional graduate course work to comply with Higher Learning Commission requirements. It is also important to note that many of these 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 barrier is the cost of graduate credits for these courses. The Statewide Partnership is not operational as of 12/31/17 but coursework and responses from higher education partners is being solicited by Metro Educational Cooperative Service Unit (Metro ECSU).

NWSC, LCSC and MSUM are the voluntary members of the "State Partnership". Metro ECSU will collaborate with various higher education institutions to develop a program 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.

The service cooperatives above have collected data from all regions to assist us in determining high need content areas and names of instructors of concurrent enrollment. Metro ECSU will meet with Lakes Country Service Cooperative and Northwest Service Cooperative on a regular basis to assess current enrollment, high need areas vs courses offered and ways to increase collaboration. LCSC, NWSC and Metro ECSU will identify courses needed, beyond those already developed through the Northwest Regional Partnership to fulfill the needs of concurrent enrollment instructors working to acquire credits so they are qualified to teach concurrent enrollment courses.

APPENDIX C: Partners

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. Boyd Bradbury	Minnesota State University-Moorhead 18 Online Liaison