

**Minnesota** Department of **Achievement and Integration Revenue**  
**Education** **FY 2016 Budget Worksheet**

Use this worksheet to list proposed expenditures of FY 2016 Achievement and Integration revenue. Address general questions on budget submission to the Office of Equity and Innovation, 651-582-8462. Return this completed worksheet by March 15, 2015 to mde.integration@state.mn.us.

**Electronic submission is required. Please submit using the file name *AI Budget [Your District Name] FY2016*.**

**District Name:** Rochester  
**District ISD Number:** 535  
**Superintendent:** Michael Muñoz  
**Collaborative:** \_\_\_\_\_

**Document prepared by** Jayne R. Gibson  
**Phone:** 507-328-4301  
**E-mail:** [jagibson@rochester.k12.mn.us](mailto:jagibson@rochester.k12.mn.us)

If you have been notified by MDE that your district has one or more Racially Identifiable Schools in your district, please list those schools here:

|  |                        |     |
|--|------------------------|-----|
| <b>Initial Integration Revenue expenditures</b> (all FIN 313 expenditures) | \$ 2,396,882.76        | 313 |
| <b>Total Incentive Revenue expenditures</b> (all FIN 318 expenditures)     | \$ 164,274.17          | 318 |
| <b>TOTAL REVENUE</b>   | <b>\$ 2,561,156.93</b> |     |

**Directions:** Please use the AI Budget Guide to create this budget. Budget worksheets are organized around budget ratios explained in the guide. Use the space within each tabbed page to write budget narratives. Add additional pages and delete any you do not use. Proposed expenditures that align with budget guidelines may be approved for programs and activities included in a district's Achievement and Integration plan approved by MDE. Consult the Budget Guide for details on Consult the Budget Guide for details on allowable expenses.

**CERTIFICATION STATEMENT**

*We certify that the budget information submitted for our school district to the Minnesota Department of Education (MDE) is an accurate and complete representation of the fiscal year 2016 Achievement & Integration Revenue budget that was approved by the school board.*

**Board Approval Date** 3/3/2015

**School Board Chair** \_\_\_\_\_ **Date** \_\_\_\_\_

**Superintendent** \_\_\_\_\_ **Date** \_\_\_\_\_

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**Approved Initial Revenue:** \_\_\_\_\_ **Approved Incentive Revenue:** \_\_\_\_\_

**MDE Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Minnesota Department of  
**Education** and Integration Budget Worksheet

District  
 Number: 535

District Name: Rochester

**80% Direct**

On this worksheet please list all proposed expenditures for Direct Services to Students. At least 80% of a district's proposed expenditures must be used for approved programs providing direct services to students. See the current AI budget guide for details.

| Line Item Description                                   | UFARS Code Required |      |     |     | Budgeted Amt                                       | Actual Amt  | Budget Narrative   |
|---|---------------------|------|-----|-----|--|---|--|
|   | ORG                 | PROG | FIN | OBJ |  |   |  |
| Provide a short description of the expenditure.         | ORG                 | PROG | FIN | OBJ | List the total amount budgeted for this line item. | Resubmit form with actual FY16 expenditures by 12/1/16. | Identify the activity in your plan that this expenditure supports. Provide a brief description of how these funds will be used to support that activity.   |
| Equity Specialist (3.0 FTE)                             | 005                 | 790  | 313 | 143 | \$48,000   |   | Facilitate communication between students, parents, and school staff to ensure student achievement. Act as a consultant to teachers, administrators and other staff regarding culture, heritage and background for students and families. Serve as a bridge between the schools and families and advocate of educational equity for all students and families. Work with principals to develop a positive building climate that leads to educational equity and student achievement for all students. Work with the building head principal to create equity presentations for staff. Work with building teams designated to analyze school data (Equity team, Professional Learning Committee, Positive Behavior Intervention Systems, and Data Teams) to develop action plans to ensure educational equity for all students. Establish and develop strong community relationships (colleges and universities, religious, social services) to cultivate the possibilities of college from elementary to high school, engage in service learning, and to provide our students and families with community resources. Facilitate student's empowerment, social, racial, academic, and identity development groups. Monitor students' academic progress and work with other building staff to develop academic success plans for students. |
| Benefits  | 005                 | 790  | 313 | 2xx | \$16,358   |   | Benefits   |
| Materials to support PACE and Spanish Immersion Program | 005                 | 790  | 313 | 433 | \$ 200.00  |   | At home reading materials will be purchased to support learning at home for students from families of poverty in our SAFE and Spanish Immersion Programs.  |

| Line Item Description                           | UFARS Code Required |      |     |     | Budgeted Amt                                       | Actual Amt  | Budget Narrative   |
|---|---------------------|------|-----|-----|--|---|--|
|   | ORG                 | PROG | FIN | OBJ |  |   |  |
| Provide a short description of the expenditure. |                     |      |     |     | List the total amount budgeted for this line item. | Resubmit form with actual FY16 expenditures by 12/1/16. | Identify the activity in your plan that this expenditure supports. Provide a brief description of how these funds will be used to support that activity.   |
| Academic Support in reading and math (8.0 FTE)  | 005                 | 790  | 313 | 143 | \$ 519,003.28                                      |   | Each site in Rochester Public Schools will have additional staff to support student achievement in the areas of reading and math. Students are identified using Tiered Instruction Indicators. Tier II and some Tier III learners are serviced by these staff members. Allocation per site is based student need.  |
| Benefits  | 005                 | 790  | 313 | 2xx | \$ 203,084.14                                      |   | Benefits   |
| Success Coach (1.0 FTE)                         | 305                 | 211  | 313 | 140 | \$ 63,365.60                                       |   | These staff members work directly with students, families and staff to provide tutoring support, career and college readiness counseling, academic support and more. They are located at our three comprehensive high schools.   |
| Benefits  | 305                 | 211  | 313 | 2xx | \$ 20,716.31                                       |   | Benefits   |
| Bilingual Paraprofessionals (12.0974 FTE)       | 005                 | 790  | 313 | 175 | \$ 330,000.00                                      |   | These staff members work directly with students, families and staff to provide tutoring support, career and college readiness counseling, academic support and more. Many of our bilinguals are fluent in more than two languages. They are also familiar with culture and customs of the areas in which some of our families come from. This helps ensure a better understanding of and connection to the student and family. |
| Benefits  | 005                 | 790  | 313 | 2xx | \$ 204,000.00                                      |   | Benefits   |
| Minority Liaison (0.9375 FTE)                   | 305                 | 790  | 313 | 175 | \$ 25,160.29                                       |   | These staff members work directly with students, families and staff to provide tutoring support, career and college readiness counseling, academic support and more. They are located in our three comprehensive high schools. As part of the staff, they connect with kids daily, mentor learners, and provide professional development and support to staff members to ensure connections with kids.                         |
| Benefits  | 305                 | 790  | 313 | 2xx | \$ 21,754.00                                       |   | Benefits   |
| Minority Liaison (0.9375 FTE)                   | 315                 | 790  | 313 | 175 | \$ 25,160.29                                       |   | These staff members work directly with students, families and staff to provide tutoring support, career and college readiness counseling, academic support and more. They are located in our three comprehensive high schools. As part of the staff, they connect with kids daily, mentor learners, and provide professional development and support to staff members to ensure connections with kids.                         |
| Benefits  | 315                 | 790  | 313 | 2xx | \$ 13,266.13                                       |   | Benefits   |

| Line Item Description                           | UFARS Code Required |      |     |     | Budgeted Amt                                       | Actual Amt  | Budget Narrative   |
|---|---------------------|------|-----|-----|--|---|--|
|   | ORG                 | PROG | FIN | OBJ |  |   |  |
| Provide a short description of the expenditure. |                     |      |     |     | List the total amount budgeted for this line item. | Resubmit form with actual FY16 expenditures by 12/1/16. | Identify the activity in your plan that this expenditure supports. Provide a brief description of how these funds will be used to support that activity.   |
| Minority Liaison (0.9375 FTE)                   | 325                 | 790  | 313 | 175 | \$ 23,314.92                                       |   | These staff members work directly with students, families and staff to provide tutoring support, career and college readiness counseling, academic support and more. They are located in our three comprehensive high schools. As part of the staff, they connect with kids daily, mentor learners, and provide professional development and support to staff members to ensure connections with kids.   |
| Benefits  | 325                 | 790  | 313 | 2xx | \$ 11,757.55                                       |   | Benefits   |
| Minority Liaison (0.375 FTE)                    | 335                 | 790  | 313 | 175 | \$ 10,383.25                                       |   | These staff members work directly with students, families and staff to provide tutoring support, career and college readiness counseling, academic support and more. They are located in our three comprehensive high schools. As part of the staff, they connect with kids daily, mentor learners, and provide professional development and support to staff members to ensure connections with kids.   |
| Benefits  | 335                 | 790  | 313 | 2xx | \$ 1,650.93  |   | Benefits   |
| Minority Liaison (0.5 FTE)                      | 340                 | 790  | 313 | 175 | \$ 12,434.62                                       |   | These staff members work directly with students, families and staff to provide tutoring support, career and college readiness counseling, academic support and more. They are located in our three comprehensive high schools. As part of the staff, they connect with kids daily, mentor learners, and provide professional development and support to staff members to ensure connections with kids.   |
| Benefits for Minority Liaisons                  | 340                 | 790  | 313 | 2xx | \$ 1,977.10  |   | Benefits   |
| Secondary Transition Specialist (0.8385 FTE)    | 310                 | 790  | 313 | 175 | \$ 32,907.03                                       |   | students, families and staff to provide tutoring support, career and college readiness counseling, academic support and more. These faculty work directly with underrepresented groups including free and reduced, as well first generation college bound learners. They focus specifically on the transition from elementary to middle, and middle to high school in addition to the transition from high school to post secondary world.. As part of the staff, they connect with kids daily, mentor learners, and provide professional development and support to staff |
| Benefits  | 310                 | 790  | 313 | 2xx | \$ 13,649.95                                       |   | Benefits   |

| Line Item Description                           | UFARS Code Required |      |     |     | Budgeted Amt                                       | Actual Amt  | Budget Narrative   |
|---|---------------------|------|-----|-----|--|---|--|
|   | ORG                 | PROG | FIN | OBJ |  |   |  |
| Provide a short description of the expenditure. |                     |      |     |     | List the total amount budgeted for this line item. | Resubmit form with actual FY16 expenditures by 12/1/16. | Identify the activity in your plan that this expenditure supports. Provide a brief description of how these funds will be used to support that activity.   |
| Secondary Transition Specialist (0.9038 FTE)    | 330                 | 790  | 313 | 175 | \$ 41,456.29                                       |   | These staff members work directly with students, families and staff to provide tutoring support, career and college readiness counseling, academic support and more. These faculty work directly with underrepresented groups including free and reduced, as well first generation college bound learners. They focus specifically on the transition from elementary to middle, and middle to high school in addition to the transition from high school to post secondary world.. As part of the staff, they connect with kids daily, mentor learners, and provide professional development and support to staff members to ensure connections with kids. |
| Benefits  | 330                 | 790  | 313 | 2xx | \$ 16,601.61                                       |   | Benefits   |
| <b>TOTAL</b>                                    |                     |      |     |     | <b>\$1,656,201</b>                                 | <b>\$ -</b>   |  |

Notes or Comments:

**Added 3.0 FTE Equity Specialists. Will be an integral part of the 16-17 plan**

**Actual Salary and Benefit Adjustments & REA Settlement Adjustments**

**FTE adjustment. Employee went on unpaid leave during the school year. FTE was not filled**

**Removed PACE Program from original plan. \$13K**

**Removed Collaborative Field Trips from original plan. \$10K.**

Minnesota Department of Education Achievement and Integration Budget Worksheet

District Number: 535 District Name: Rochester

20% Professional Development

On this worksheet please list all proposed expenditures for professional development. No more than 20% of the budget may be spent on PD costs included in a district's MDE-approved plan. See the current AI Budget Guide for details.

| Line Item Description  | UFARS Code Required |      |     |     | Budgeted Amt                                       | Actual Amt  | Budget Narrative   |
|--|---------------------|------|-----|-----|--|---|--|
|  | ORG                 | PROG | FIN | OBJ |  |   |  |
| Provide a short description of the expenditure.  |                     |      |     |     | List the total amount budgeted for this line item. | Resubmit form with actual FY16 expenditures by 12/1/16. | Identify the activity in your plan that this expenditure supports. Provide a brief description of how these funds will be used to support that activity.   |
| Professional Development for Staff including SIOP training, work with Great Lakes Equity Center, etc | 005                 | 640  | 313 | 305 | \$ 20,000.00                                       |   | Work to continue to develop staff in the areas of cultural competency, working with diverse populations, and student engagement for all. We are currently in the process of planning this training through identification of district needs and then matching researched best practices training to support it.  |
| Professional Development for Staff including SIOP training, work with Great Lakes Equity Center, etc | 005                 | 640  | 313 | 366 | \$ 28,007.18                                       |   | Work to continue to develop staff in the areas of cultural competency, working with diverse populations, and student engagement for all. We are currently in the process of planning this training through identification of district needs and then matching researched best practices training to support it. We are currently working directly with Great Lakes Equity Center to develop a specific plan to meet the needs of our learners and staff. |
| Professional Development for Staff   | 005                 | 640  | 313 | 305 | \$ 40,000.00                                       |   | Work to continue to develop staff in the areas of cultural competency, working with diverse populations, and student engagement for all. New Frontier 21 training for all staff  |
| Professional Development for Staff   | 005                 | 640  | 313 | 370 | \$ 10,000.00                                       |   | Work to continue to develop staff in the areas of cultural competency, working with diverse populations, and student engagement for all. New Frontier 21 training for all staff  |
| Instructional Coaches (2.0 FTE)  | 005                 | 640  | 313 | 143 | \$ 132,812.13                                      |   | Instructional coaches will be provided to provide job embedded professional growth for staff members using Jim McKnight's collaborative coaching model.  |
| Benefits for Instructional Coaches   | 005                 | 640  | 313 | 2xx | \$ 49,081.65                                       |   | Instructional coaches will be provided to provide job embedded professional growth for staff members using Jim McKnight's collaborative coaching model.  |
|  |                     |      |     |     |  |   |  |
|  |                     |      |     |     |  |   |  |
|  |                     |      |     |     |  |   |  |
| <b>TOTAL</b>   |                     |      |     |     | <b>\$ 279,900.96</b>                               | <b>\$ -</b>   |  |

Notes or Comments:

Actual Salary and Benefit Adjustments

Added Equity Training for March and May dates.

Minnesota Department of  
**Education** Achievement and Integration Budget Worksheet

District Number: 535 District Name: Rochester

**80% Direct Services to Students**

On this worksheet please list all proposed expenditures for Direct Services to Students for your district's Racially Identifiable School(s). At least 80% of a district's proposed expenditures must be used for approved programs providing direct services to students. See the current AI Budget Guide for details.

| Line Item Description  | UFARS Code Required |      |     |     | Budgeted Amount                                    | Actual Expenditures                                     | Budget Narrative   |
|--|---------------------|------|-----|-----|--|---|--|
|  | ORG                 | PROG | FIN | OBJ |  |   |  |
| Provide a short description of the expenditure.                |                     |      |     |     | List the total amount budgeted for this line item. | Resubmit form with actual FY16 expenditures by 12/1/16. | Identify the activity in your plan that this expenditure supports. Provide a brief description of how these funds will be used to support that activity.   |
| Additional reading resources for learners                      | 126                 | 203  | 313 | 430 | \$ 5,258.00  |   | Materials will be purchased to support the at home reading component of the Spanish immersion first grade program. These materials are an essential tool to continue the learning and growth of our Spanish language speakers.   |
| Spanish Immersion Program--Kindergarten Teachers (2.0 FTE)     | 126                 | 201  | 313 | 140 | \$ 91,344.47                                       |   | These staff members will provide unique learning opportunities through the Spanish immersion program at Gage Elementary School. Enrollment in the Immersion program is open to all kindergarten students in Rochester Public Schools. At this time, we have been able to accomodate all families that have signed up for participation in the immersion program for their kindergartener. All of the Immersion K learners will be moving into immersion grade 1; as well as a few new first graders from around the district that have demonstrated basic Spanish langauge skills. |
| Benefits for Spanish Immersion Program K teachers              | 126                 | 201  | 313 | 2xx | \$ 24,670.52                                       |   | Benefits   |
| Spanish Immersion Program--1st/2nd Grade Teachers (3.0 FTE)    | 126                 | 203  | 313 | 140 | \$ 138,899.62                                      |   | These staff members will provide unique learning opportunities through the Spanish immersion program at Gage Elementary School. Enrollment in the Immersion program is open to all kindergarten students in Rochester Public Schools. At this time, we have been able to accomodate all families that have signed up for participation in the immersion program for their kindergartener. All of the Immersion K learners will be moving into immersion grade 1; as well as a few new first graders from around the district that have demonstrated basic Spanish langauge skills. |
| Benefits for Spanish Immersion 1st/2nd Grade Teachers teachers | 126                 | 203  | 313 | 2xx | \$ 59,863.31                                       |   | Benefits   |
| Transportation to District Wide Option Programs                | 005                 | 760  | 318 | 365 | \$ 164,274.17                                      |   | Transportation can be a barrier for some families to participate in district wide option programs. By providing transportation we have removed that barrier and ensured that all learners have equal access to participation in education that matches their needs.  |
| Spanish Immersion Program--Paraprofessionals (2.875 FTE)       | 126                 | 203  | 313 | 141 | \$ 59,373.45                                       |   | These staff members will provide unique learning opportunities through the Spanish immersion program at Gage Elementary School. Enrollment in the Immersion program is open to all kindergarten students in Rochester Public Schools. At this time, we have been able to accomodate all families that have signed up for participation in the immersion program for their kindergartener. All of the Immersion K learners will be moving into immersion grade 1; as well as a few new first graders from around the district that have demonstrated basic Spanish langauge skills. |
| Benefits for Spanish Immersion Paraprofessionals               | 126                 | 203  | 313 | 2xx | \$ 8,778.01  |   | Benefits   |
| <b>TOTAL</b>   |                     |      |     |     | <b>\$ 552,461.55</b>                               | <b>\$0.00</b>   |  |

Notes or Comments:

**Actual Salary and Benefit Adjustments**

Minnesota Department of  
**Education** 16 Achievement and Integration Budget Worksheet

District Number:  District Name:

**10% Admin/Indirect Costs**  
 On this worksheet please list all Administrative/Indirect proposed expenditures for your FY16 budget. No more than 10% of the budget may be spent on Admin/Indirect costs included in a district's MDE-approved plan. See the current AI Budget Guide for details.

| Line Item Description                              | UFARS Code Required |      |     |     | Budgeted Amount                                    | Actual Expenditures                                     | Budget Narrative  |
|--|---------------------|------|-----|-----|--|---|---|
|  | ORG                 | PROG | FIN | OBJ |  |   |   |
| Provide a short description of the expenditure.    |                     |      |     |     | List the total amount budgeted for this line item. | Resubmit form with actual FY16 expenditures by 12/1/16. | Identify the activity in your plan that this expenditure supports. Provide a brief description of how these funds will be used to support that activity.  |
| Coordinator of SAFE & Community Partners (0.5 FTE) | 005                 | 790  | 313 | 143 | \$ 55,478.54                                       |   | This position will work directly with families and community partners to enhance and secure opportunities for students. Through partnerships, enriched learning and growing opportunities will be created for the learners of Rochester Public Schools. |
| Benefits for SAFE & Community Partners             | 005                 | 790  | 313 | 2xx | \$ 17,114.98                                       |   | This position will work directly with families and community partners to enhance and secure opportunities for students. Through partnerships, enriched learning and growing opportunities will be created for the learners of Rochester Public Schools. |
|  |                     |      |     |     |  |   |   |
|  |                     |      |     |     |  |   |   |
| <b>Total</b>                                       |                     |      |     |     | <b>\$ 72,593.52</b>                                | <b>\$0.00</b>   |   |

Notes or Comments:  
**Change title only. Same person is being funded, title change occurred in FY16 from Coordinator of Strategic Planning**