Roseville Area Schools
1251 County Road B2 West • Roseville, MN 55113
PHONE 651-635-1600 • www.isd623.org

August 28, 2026

Dear Colleagues,

In collaboration with Education Minnesota-Roseville, the District is providing additional clarity regarding the lane advancement process. This process is the outcome of discussions in the last year and a half and a desire to provide clearer guidelines about acceptable credits for lane advancement.

Our overall goal is to support your professional growth while honoring the intent of the purpose of the lane advancement language and ultimately ensure that the credits you earn contribute to a high-quality advanced degree or deepen your expertise in your specific content area through graduate level learning.

All coursework must be pre-approved via the process outlined in our CBA and on the Lane Advancement site before you register or begin a class. If a class is not pre-approved, it will not be eligible for a lane change.

Key Criteria for Approval and Considerations:

- **Degree Alignment**: Coursework must be from an accredited institution, lead to an advanced degree (Master's or above), or be in your subject area, curriculum, or instruction.
- **Rigor Standards**: Regionally accredited institution; programs must include interactive instruction for at least 30% of the instruction time.
- This criteria does not change the established Board Credit process.

Additional clarification includes:

- Clearly established lane change **pre-approval criteria.**
- **Annual Lane Change Review** by representatives from the District 623 and Education Minnesota- Roseville. This process will be used annually to review educational programs offered by institutions that are not recognized by PELSB.
- List of **"Excluded Institutions"** to be published annually.

We are committed to ensuring that your commitment to lifelong learning, excellence, and innovation is recognized and fairly reviewed. If you have questions about a specific program, please look for the full criteria list on the District website by September 3, 2026.

Sincerely

Roseville Area Schools Human Resources & Education Minnesota- Roseville (EM-R)