



Clay County (Minn.):  
Independent School District  
No. 152 (Moorhead).

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SCHOOLBOARD MEETING  
Moorhead, Minnesota  
July 6, 1955

ORDER OF BUSINESS

1. Minutes of Previous Meetings
2. Bills
3. Organization of Board
  - a. Swearing in of Paul Horn as new board member.
  - b. Election of Chairman, Clerk, Treasurer
  - c. Salaries
  - d. Meeting night
  - e. Official Newspaper
  - f. Legal Counsel
  - g. Depository - three year term established July 7, 1954.
4. Coal Bids to be prepared for the August meeting.
5. Letter of appreciation from Mrs. Beatrice Voelker expressing appreciation for use of school for dance recital.
6. Resignation of John Dwyer as janitor.
7. Mr. Mork and I will formulate a set of policies for the administrative assistant and for the custodial staff (to be presented in August)
8. Contract for Robert Asp.
9. Salaries for secretaries - LeVoyne Littlefield - \$210.00  
Faith Efteland - \$160.00
10. Salaries for Custodians - Suggest that Mr. Mork and I study this and make recommendations at the August meeting.
11. Request for Paved Driveway - Block I Holland's First Addition.
12. Need for two school nurses.
13. Need for an additional night custodian in August.

Board of Education  
Indp. School District # 2  
July 6, 1955

Marilyn Anderson	Sec. Salaries	\$ 46.20
Edwell Robinson Co.	Mat. used in Repair of Buildings	120.77
Bergland Oil Company Inc.	Other Exp of Operation	19 64
Bostitch McClain Inc.	Equipment	107.37
W. R. Briggs Greenhouse	Mat. Used in Upkeep of Grounds	25.00
Coast to Coast	Materials used in Upkeep of Grounds	8.57
Colborn School Supply Co./	Materials used in repair of Buildings	47.01
Central Lumber Co.	Contr. Serv. Upkeep Grounds	25.00
Lyle Clark Agency	Insurance	54.72
Contingent Fund	Misc. purchases	56.48
Crane Company	Mat. used in Repair Buildings	54.24
Dakota Hardware Co.	Mat. used in Upkeep Grounds	23.48
Division of Supervised Study	Films	37.29
Doane Agricultural Service Inc.	Ag. Dept. Supplies	12.50
Edling Electric Inc.	Contr. Exp. Rep. Bldgs	75.00
Fairmont Foods	Rentals	500.00
Fargo Linoleum Co.	Contr. Exp. Rep. Bldgs	188.57
Fargo Foundry	Contr. Exp. Rep. Bldgs	63.33
Fargo Paper Company	Other Expenses General Administration	19 05
Gaylord Bros. Inc.	Library Supplies	24.45
Glendenning Motorways Inc.	Elem. School Texts	51.17
Great Northern Railway Co.	Sec School Texts	22.19
Hammond & Stephens Co.	Other Exp. of Instruction	96.81
Hintz Fire Equipment Co.	Material used Upkeep grounds	6.50
The Institute for Research	Other Instr. Supplies	9.88
International Business Machines	Contr. Exp. Rep. Furn. E uip.	54.87
International Chemical Co.	Janitors Supplies	80.64
G. R. Jacobson	Travel Directors	6.75
Marie Jorgensen	Travel Pro. Health	25.00
Lakeland Fruit & Produce Co.	Food	18.75
Victor Leeb Company	Upkeep of Grounds , Janitors Supplies	676.04
Marchant Calcutors Inc.	Contr. Exp. Rep. Furn & Equipment	30.00
A. C. McClurg & Co.	Library Books	202.06
Merrills Service	Other Exp. of Operation	15.56
Leo Maattala	Teacher Travel & Transportation	85.66
Minnesota Fence and Iron Works Inc	Improvement to Grounds	994.14
Moorhead News Inc.	Publishing	31.20
Midland Hospital Supply	Exp. Promotion Health	20.75
Moorhead Paint and Glass Co.	Mat. Rep. Bldgs.	190 71
Moorhead Public Service Dept.	Power and Light	574.86
Munns Sheet Metal Shop	Material Used in Repair Buildings	173.10
National Honor Society	Other Exp. Instruction	29.70
Margaret Newton	New Instr. Furn & Equip.	92.00
Northern Pacific Railway Co.	General Instr. Supplies	17.78
Northern School Supply	Phy Ed Supplies, Playground Equip.	835 13
Northern States Power	Other Utility Service	8.38
Northwestern Bell Telephone Co.	Telephone Service	173.90
T. F. Powers Construction Co.	Cont. Exp. Furn & Equip	74.99
Railway Express Agency	General Instr. Supplies	14.51
Red River Hardware	Misc. purchases	162.36
Ridleys Office Equipment Co.	Office Furn & Equip. Gen. adm. Exp.	91.67
Eaye Sprague	Secretary Salaries	57.60
St. Paul Book and Stationery Co.	General Instr. Supplies	27.29
S and S Construction	Contr. Services Upkeep Grounds	581.40
Scheels Hardware	Materials used Upkeep Grounds	16.74

Shirley Onstad Inc.  
 George W. Snyder Agent  
 The Standard Electric Time Co  
 Steffens Office Equipment  
 Stein Paint & Glass Company  
 Stenerson Bros. Lumber Co.  
 R. E. Struble  
 Sunbeam Corp.  
 Town and Country Flowers  
 United Chemical Company  
 U. S. Stamped Envelope Agency  
 The University of Wisconsin  
 Valley Service Inc  
 Van Tassel Bros.  
 Wells Dray & Parcel  
 Wells Dray & Parcel  
 Shitings  
 The H. W. Wilson Company  
 Wolter Electronic Company  
 Minnesota School Board Association  
 Fairmont Foods Company  
 Landseidel and Son  
 Melberg Printing Co., Inc

*Lyng Sheffield*

Engineer and Janitors Equipment	255.82
Insurance	855.87
Mat. used in Rep. Furn & Equip.	20.00
Business Education Supplies	17.00
Mat. Used in Repair Furn & Equip.	112.61
Ind. Arts Dept. Supplies	143.09
Travel General Administration	25.00
Instr. Furn & Equipment	12.48
Upkeep of Grounds	318.85
Engineers and Janitors Equipment	150.00
Other School Board Expense	267.22
Audio Visual Aids	22.66
Mat. Used in Rep. Bldgs	28.30
Janitors Supplies	21.00
Other Expenses of Operation	13.00
Other Expenses of General Administration	427.97
Mat. Used Rep Furniture & Equipment	8.75
Library Supplies	114.80
Instr. Furn and Equipment	220.96
Other School Board Expense	110.00
Food	604.05
Improvement to Grounds	700.00
Industrial Arts Supplies	15.10

*Sal. Ch. Heath*

\$ 11,521.29

357.00

11,556.29

BANK BALANCES:

American State Bank	\$ 77,941.51
First National Bank	75,700.00
Auxillary	16,168.03
Revolving	1,809.24
School Supply	0
Contingent	424.79



Reconciliation of Funds	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
FUNDS	Clerks Bal Beginning Of Year	Receipts Excluding Transfers	Transfers From Other Funds	TOTAL	Disbur, Excluding Transfers	Transfers To Other Funds	Clerks Bal End of Year		Treas. Bal Cash	End of Yr Investment
1. General	110,500.47	725,892.03		836,392.50	597,817.93		238,574.57		153,642.84	
2. Community School Lunch	179.61	18,638.71		18,459.10	20,117.82		1,658.72			
5. Capital Outlay	13,384.17	52,613.31		39,229.14	73,139.64		33,910.50			
6. Building	20,135.70	15,000.00		35,135.70	92,196.15		57,060.45			
7. Debt Redemption	509.82	118,945.68		119,455.50	111,757.56		7,697.94			
TOTALS	117,582.21	931,089.73		1,048,671.94	895,029.10		153,642.84		153,642.84	

1. Maintenance -

- a. Adjusted Maintenance Cost.....\$ 600,579.64
- b. Total Pupil Units Resident and  
Non-Resident in Average Daily  
Attendance..... 2960.6
- c. Maintenance Cost Per Pupil Unit  
in average daily attendance....\$ 202.85

2. Capital Outlay and Debt Service -

- a. Total Capital Outlay.....\$ 165,335.79
- b. Total Debt Service ..... 111,757.56
- c. Total Capital Outlay and Adjusted  
Debt Service ..... 277,093.35

200  
92  
1.8

92

SCHOOLBOARD MEETING  
Moorhead, Minnesota  
August 2, 1955

ORDER OF BUSINESS:

1. Minutes of last meeting
2. Bills
3. Custodians - Policies and Salary recommendations
4. Policies for Assistant Superintendent
5. Approval of the following contracts:
  - a. Vernon Stenoiien - Chemistry and Biology - \$3600.00
  - b. Marcheta Garden - Grade 1 2750.00
  - c. Corrine Krabbenhoft - Grade 3 3375.00
  - d. Nina Ettesvold - Grade 4 3625.00
  - e. Lorraine Peterson - Grade 3 3125.00
  - f. Virginia Dusek - Grade 4 4050.00
  - g. Pauline Kranch - Grade 4 2875.00
  - h. Mrs. Harvey Monson - part time secretary  
to Guidance Director 125.00 per month
  - i. Mrs. Harry Kaeding - Latin - part time
6. Contract for Robert Asp
7. Fuel Bids
8. Sick Leave policy - At present - 5 days First year  
10 days Second year  
10 days Third year, Cumulative to 25  
Recommendation - 15 days per year cumulative to 45
9. Class schedules for senior and junior high -  
9:00, 12:00 and 1:00, 4:00.
10. Architeck and Building plans
11. Change order for lighting at Junior High
12. Report on summer maintenance program - Mork
14. Bus transportation from Riverside to Edison and back for a 6th grade room. Cost \$10.00 per day using Northern Transit Bus.
14. Closed School Contracts - District 101, 113, 118.
15. Clock system for Park School. Mr. Mork can purchase a used system for \$135.00 plus installation of \$250.00 to \$300.00.
16. Change Sept. board meeting to September 13.
17. Concordia Coaching Clinic - August 7, 8, 9, 10. Olson, Strand, Larson and Rustad. \$10.00 fee per person. ( I recommend that an annual plan be presented for approval at a later date.)
18. Salary for Guidance Director  
State Average - Cities of 10,000 to 25,000 population \$5234 (1954-55)  
Moorhead \$4250 (1954-55)  
Moorhead \$4550 (1955-56)
19. Authorize Treasurer's Bond \$400,000.
20. Contract with M. S. T. C. for tuition (92.00 plus  $\frac{1}{2}$  of maintenance cost-92.00)  
Payable as follows: \$9000. - November 30, 1955  
9000. - February 28, 1956  
Balance June 15, 1956
21. Repair of cement at north end of Senior High School Building.
22. Coffee and open house at the Swenson home tonight (2015 5th St. South)

Board of Education  
Indp. School District No. 2  
Moorhead, Minnesota  
August 2, 1955

Allyn and Bacon Inc.	Elem. School Texts	9.75
Marilyn Anderson	Sec. Salaries	58.80
Arvid Benson Supply	Contractual Expenses Rep. Bldgs.	231.83
Brodhead Garrett Company	Industrial Arts Supplies	13.64
Robert B. Biddick	Playground Equipment	531.09
Carls Appliance Company	Upkeep of grounds, Rep furn & equip	52.00
Cash Way Inc.	Mat. used in Upkeep of Grounds	14.00
City of Moorhead	Improvement to Grounds	22.50
Colborn School Supply Co.	Janitors Supplies	9.34
Crane Company	Materials used in Repair of Buildings	170.15
Arthur C. Croft Publications	Other Exp. General Administration	10.25
Edling Electric Inc.	Improvement to Buildings	82.22
Emery Excavating Co.	Improvement to Grounds	60.00
Fairmont Foods Company	Food	9.00
Fairmont Creamery	Rent	250.00
Fargo Linoleum Co.	Mat. used in Rep. Buildings	57.60
Farnham Stationery & School Supply	Other exp. General Administration	7.44
O. P. Foss Lumber Co.	Other Expenses Instruction	5.60
The Fuller Brush Company	Janitors Supplies	26.70
The Gerrard Press	General Instructional Supplies	9.83
Great Northern Railway Co.	Improvement To Grounds	44.85
Grosz Studios	Ag. Supplies	9.90
Hammond and Stephens Co.	Other Expenses of Instruction	90.50
Horvick Electric Motor Co.	Mat. used Rpr. Furn & Equipment	5.50
Interstate Printers & Pub.	Ag. Dept. Supplies	13.63
Kenworthy Educational Service Inc.	General Instructional Supplies	164.97
Kost Brothers	Materials used in Upkeep Grounds	13.42
Victor H. Leeby Company	Janitors Supplies & Rep. of Bldgs.	153.30
Lystads	Other Expenses of Operation	22.50
Leo Maattala	Teacher Travel	78.54
Maplewood Bookbinding	Sec. Textbooks & Other Library Exp.	125.82
A. C. McClurg and Company	Library Books	48.36
Miller Davis Company	General adm. Office Exp.	76.39
Minnesota Fence and Iron Works	Improvement to Grounds	471.00
Moorhead Daily News & Fargo News	Publishing	22.80
Moorhead Paint and Glass	Mat, used in Repair Buildings	48.80
Moorhead Public Service	Power and Light	533.65
Munns Sheet Metal Shop	Mat. Used in Upkeep Grounds	43.55
National Cash Register Co.	Contr. Exp. Rep. Furn & Equip, Office Exp.	70.24
Northern States Power Co.	Other Utility Service	8.38
Northwestern Bell Telephone Co.	Telephone Service	187.36
Panama Carbon Company	General Instr. Supplies	59.40
Pierce Company	Repair of Equipment	35.35
Pitney Bowes Inc.	Other Expenses General Edn.	13.50
T. F. Powers Construction Co.	Mat. used in Upkeep of Grounds	5.80
Prentice Hall Inc.	Physical Ed. Supplies	10.17
Red River Hardware Co.	Janitors Supplies, Repr. Furn. & Equip.	781.23
Ridleys Office Equipment Co.	Office Furniture & Equipment	325.00
Rigel Refrigeration Service Inc.	Mat. Used in Repair Furn & Equip.	19.08
H. A. Rogers Co.	Ind. Arts Supplies, Instr. Furn. & Equip.	88.90
S and S Construction Co.	Contr. Services Upkeep Grounds	8.00
St. Paul Dispatch	General dm. Office Expense	14.00
Science Research Associates	Guidance	139.57
Service Laundry	Laundry	18.90
Stein Paint and Glass Co.	Mat. used in Rep. Buildings	288.81
Justin W. Svenson	Travel General Administration	70.00



Van Tassel Brothers  
 Nels Vogel Inc.  
 John A. Walker  
 Welch Manufacturing Co.  
 Wells Dray & Parcel  
 E. W. Wilson Co.  
 Wolter Electronic Co.  
 Contingent Fund  
 Faye Sprague

Janitors Supplies	130.37
Instructional and Vocal Music	150.91
Other Exp. of General Adm.	12.00
Science Supplies, Other Exp. Instr.	628.21
Other Expenses Operation	6.00
Library Supplies	19.76
Instructional Furn & Equipment	705.00
Misc. Purchases	58.26
Sec. Salaries	96.60

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\$7550.01

BANK BALANCES:

American State Bank	\$177,941.51
First National Bank	214,192.13
Auxiliary Account	15,985.58
Revolving	1,809.24
School Supply	3,217.03
Contingent	423.01



Policies for Janitors & Custodians  
Moorhead Public Schools  
School Year 1955-56

1. Assignment of work:

- a. Each and every engineer, custodian, or helper shall be assigned to his or her job, such as the particular school building and duties therein, by the building supervisor and chief engineer.
- b. Each and every employee shall perform all his duties to the best of his ability.
- c. During the periods that school is not in session the work may be assigned to different crews or persons who may be sent to various school buildings within our district for the purpose of doing certain jobs, such as cleaning, painting, general repairs, etc.
- d. The custodians shall unlock front entrance at 7:00 A.M. and lock school building doors at 4:30 P.M. each school day.

2. Hours of work and Building hours:

- a. Hours of work will vary from time to time depending upon:
  - A. season of year
  - B. weather conditions
  - C. school activities
- b. Firemen must be on duty early enough to get all classrooms up to 68 or 70 degrees for a period of half an hour before the morning opening time of school each day.
- c. Night man who has charge of building during school activities must be on duty during the activity and he must make sure that the building is vacated by everyone, all lights shut off, all windows closed, and outside doors properly locked before he leaves the building after close of school activities at night.
- d. Mr. Anderson will make a routine trip with the school truck to each and every building, on Mondays and Wednesdays.
- e. No school building shall be opened by custodians for school groups or students after 5 P.M. except for regularly scheduled events unless a written permission to unlock the building has been secured by the group from the Superintendent or the Assistant Superintendent.
- f. There is to be no student group or groups in school at any time without an adult adviser.
- g. Every custodian shall report to the building principal whenever he leaves the building. Coffee time should be limited to fifteen minutes.

3. Liquor:

The use of liquor while on duty or being under the influence of liquor while on duty by any employee of the school shall not be tolerated and violation of same may call for immediate dismissal.

4. Smoking:  
No smoking shall be tolerated in the halls or in any classroom by anyone.
5. Salary:  
Salary paid for a given job shall be based on qualifications for the position, performance, tenure, and experience.
6. School Property and Supplies:  
Each and every employee shall take great care in the handling and use of school property. All school property and maintenance supplies should at all times be left in its proper place in the school building. School Supplies should be checked out through the building supervisor or the person designated by him. An accounting must be made for each and every item used.
7. Snow Removal:  
The chief engineer will arrange for snow removal on sidewalks suitable for power machinery. Each building custodian must assist him by shoveling places non-accessible to machines or at times when machines for one reason or another cannot do the work.
8. Temperature Maintained:  
Classrooms shall be maintained at a temperature at about 70 degrees during the school day. All rooms must be kept at 55 degrees or warmer at all times during winter months in order to prevent any damage due to freezing of pipes, etc.
9. Window Shades:  
Upon leaving school at night all window shades should be pulled so that the bottom half of the window is clear and the top half is covered by the window shade. Rooms having drapes should leave drapes open. Each building should be uniform. Building principals should check with each teacher in his or her building.
10. Use of Buildings or Rooms by Non-School Groups:  
We should all cooperate in the best possible manner with any group or groups that may rent a school building or part of a school building. We are public servants. A friendly smile and a helping hand will do much to create good will. Our main object should be effective, efficient, dependable, and cheerful service at all times.
11. Saturdays:  
School buildings will be open on Saturday mornings at 7 A. M. until noon with the exception of the Senior High School Building which will be left open until the mail arrives.
12. Principals of Various Buildings:  
Each principal of our public schools is anxious to cooperate as best he or she can in helping to keep the building neat and clean. All principals will work hand in hand with all custodians so that effective and efficient work may be easily done.
13. Chief of Engineers:  
Mr. Fredrick Anderson, the present chief engineer, will be held responsible to the Assistant Superintendent for the general conditions and operations of all the buildings. He will instruct and supervise the custodians, make repairs wherever needed, make deliveries of school supplies to various buildings, be responsible for snow removal on school grounds, keep the firemen informed as to proper methods of firing the boilers, from time to time inspect the conditions of the boilers, and in general help keep all school equipment

in a good and safe condition. Notify him directly in case of need or emergency.

14. Assistant Superintendent's Duties:

One of the duties of the Assistant Superintendent of Schools shall be to organize and supervise the work of the building custodians and engineers. He shall consult with the chief engineer from time to time as to the building needs. Major repair needed shall be reported to the Board for approval. Supplies shall be secured through his office and no supplies should be paid by school district unless approved by the Superintendent or the Assistant Superintendent.

Office hours reserved largely for custodians are from 8:30 A. M. until 10 A. M. each school day. In case of emergency he may be contacted at any hour of the day or night. Each and every employee should feel free to call at his office for help or advise at any time.

Engineer, Firemen, and Custodians of the Moorhead Public Schools  
1955-1956 School Year

Name		School	Hrs. of work	Duties	New or added duties	Present Salary	1955-56 Salary
Littlefield, Harry	1945	Sharp	7:00-5:00	Firemen Custodian Very dependable	More students	\$280.00	_____
Kilbride, James	1948	Hopkins	5:00-5:00	Hand fired furnace Custodian		270.00	_____
Bagne, Sander	1950	Washington	7:00-5:00	Fireman & Custodian (Really 2 man school)	3 new classrooms	270.00	_____
Anderson, Fredrick	1951	All	7:00-5:00	Chief Engineer On call 24 hrs. All types of repair	More rooms More equip. (no raise over last yr.)	325.00	_____
Edenstrom, Robert	1953	Lincoln	7:00-5:00	Fireman Custodian	2 more classrooms	265.00	_____
Hawkins, Clark	1953	Riverside	7:00-5:00	Fireman Custodian	None	275.00	_____
Arndt, Arthur	1953	Jr. High	6:30-5:00	Head Custodian Fireman	More rooms	265.00	_____
Latthamer, Evald	1954	Thomas Edison	7:00-5:00	Fireman Custodian	None (Hot lunch?)	265.00	_____
Voxland, H.M.	1954	Sr. High	6:30-5:00	Fireman (Head) Custodian	None	270.00	_____
Gerner, Rudolph	1954	Sr. High	7:00-5:00	Fireman Custodian	None	250.00	_____
Rossum, Bert	1954	Jr. High	7:00-5:00	Fireman Custodian	None	250.00	_____
Moen, LeRoy	1954	Sr. High	4:30 P.M. 12:30	Fireman Custodian	None	225.00	_____
Wheeler, Clayton	1954	Park	7:00-5:00	Fireman Custodian	More children	245.00	_____

(Promised raise at  
Xmas & Easter but  
did not receive it.)



Madland, Geo.	1955	Jr. High	4:30 P.M. 12:30 P.M.	Fireman Custodian	same
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Women Custodians (\$1.25 an hour)

Bagne, Lillian Mrs.	1951	Wash.	1:30-5:00 New Schedule 8-5:00	Cleaning & Custodian	3 more rooms	\$100.00	_____
Littlefield, Georgia Mrs.	1953	Sharp	2:00-5:00	Custodian	same	90.00	_____
Arndt, Mrs.	1954	Sr. High	2:00-5:30	Custodian Offices, B. toilets, etc.	same	85.00	_____
Voxland, Mrs.	1954	Southeast	8:00-5:00	Laundry	More work Ath. Dept. More students	150.00	_____
Lund, Mrs. Anna	1954	Jr. High	3:00-5:00	Custodian Sewing rooms Flowers	same	75.00	_____

Recommended salary schedule for Firemen & Custodians for the Moorhead Public Schools:

Minimum Salary - full time month:

First year - \$250.00 per month

Second year - \$270.00 per month

Third year - \$285.00 per month

Fourth to Maximum - \$290.00 to \$300.00 per month.

The board reserves the right to make additional increases in salary in exceptional cases where special training and ability warrants it. The chief engineer is not included in this schedule.

# Building Needs for Moorhead, August 2, 1955

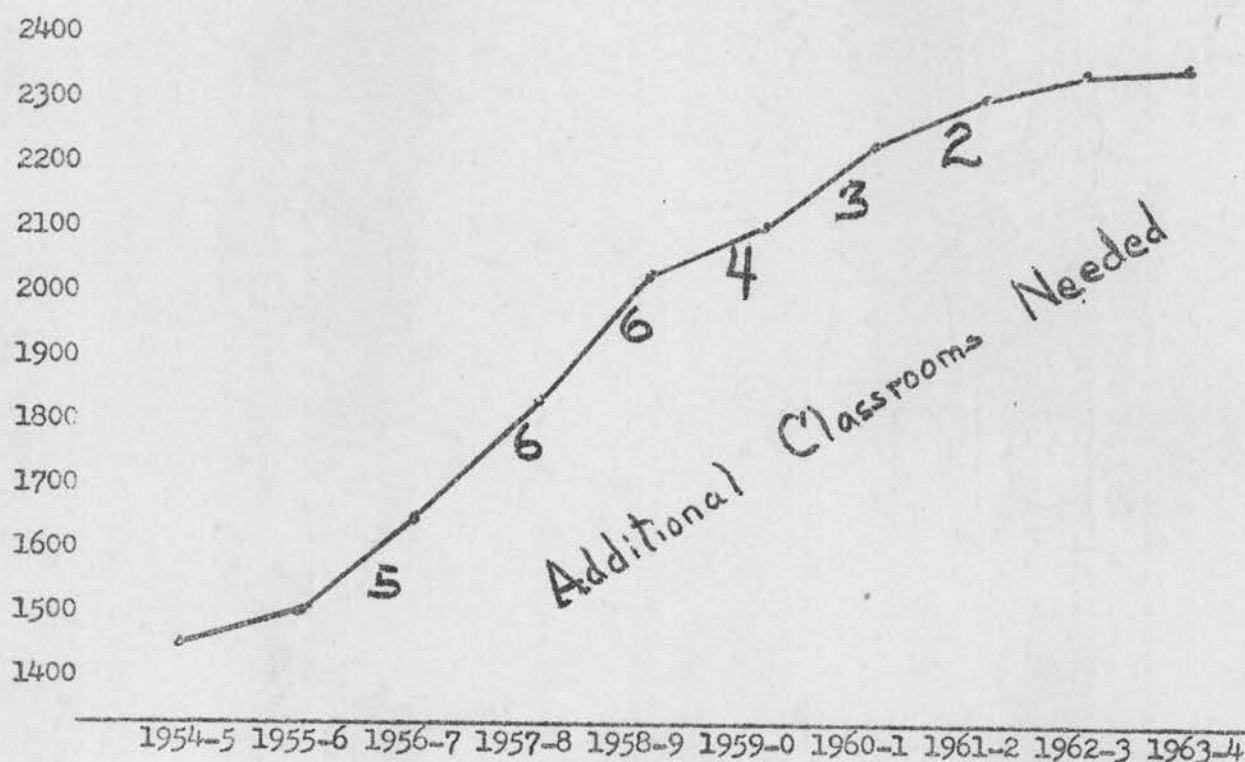
## Elementary Classrooms

School	Number of Teachers 1954-55	Number of Teachers 1955-56	Number of Vacant Rooms	1954-55 Enrollment
Sharp	10	12	0	334
Washington	11	14	0	381
Lincoln	6	6	2 & lunchroom	187
Park	6	6	0	150
Riverside	8	8½*	0	211
Hopkins	3	3	3	77
Edison	5	5½*	2-Kindgn	132
Totals	49	55	7	1452

\* Riverside-Edison grade 6 combination

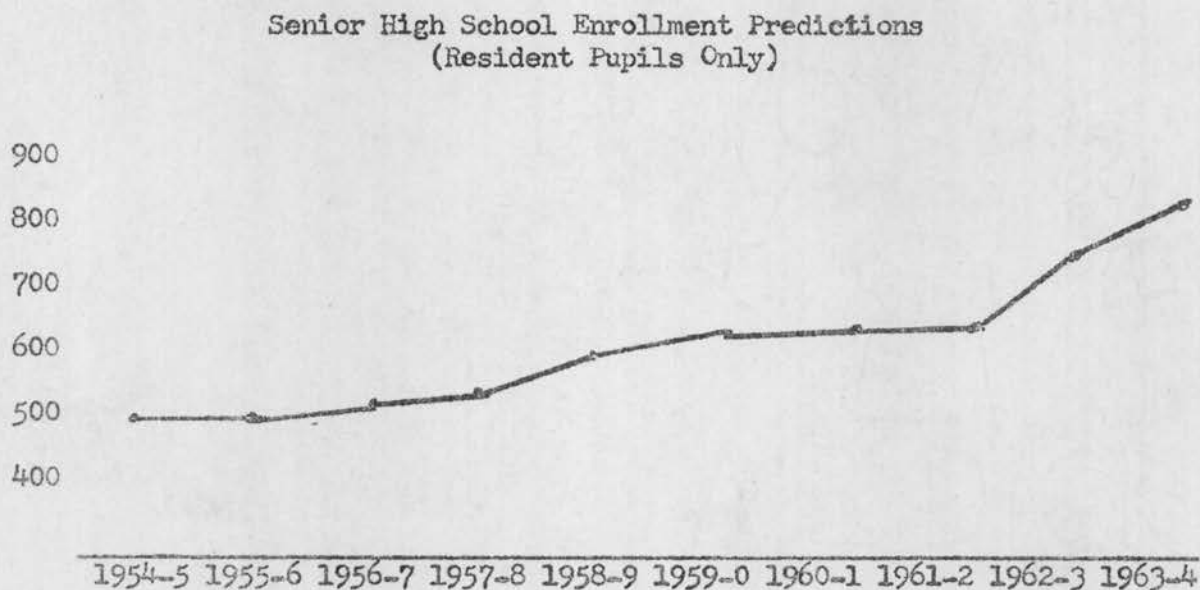
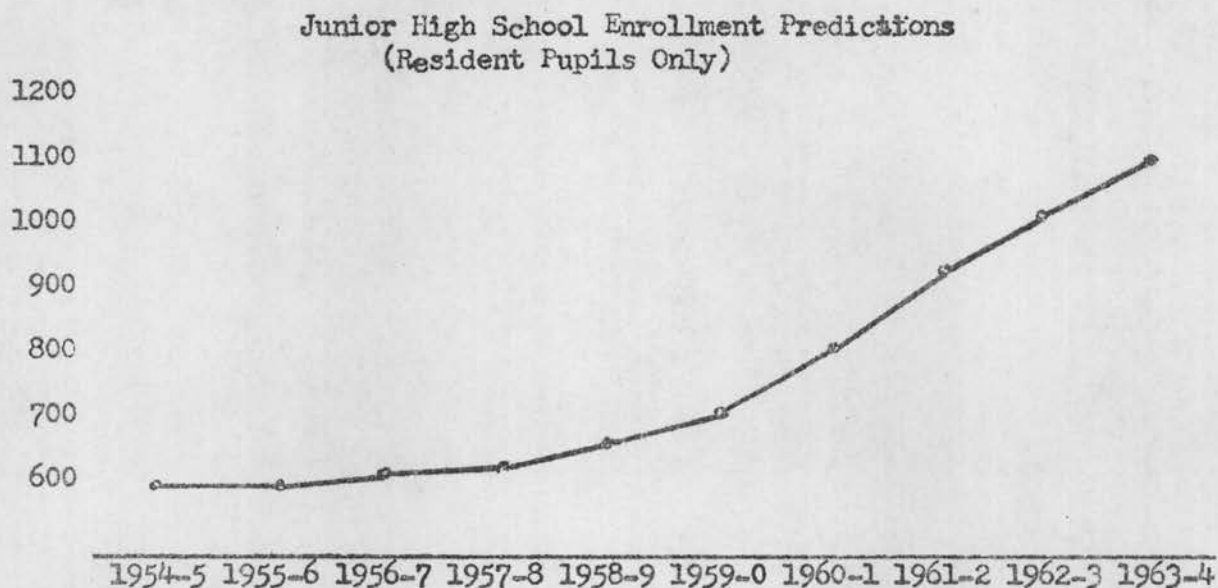
Predicted enrollment for 1956-7- 1645  
1963-4- 2277

Table showing Elementary Enrollment Predictions  
(resident pupils only)



Data adapted from the study by the University of Minnesota Bureau of Field Studies

High School Enrollment Trends, Moorhead, Minnesota  
(Data adapted from U of Minn Bureau of Field Studies)



Facilities needed at Junior High NOW- 6 classrooms, music department, girls gym, shop, and general administrative offices.

Change Order Request:

We would recommend a change order on the electrical contract with Edling Electric Company as follows: Eliminate the new ceiling lights for north part of second floor hallway (corridor) and in place of corridor lights install new lights in principal's office, principal's outer office, and in the teacher's counseling room.

Reason:

1. To remove present corridor lights and retile would cost between \$500 or \$600 extra.
2. Upon being painted and new bulbs placed in present fixture the light in that portion of the corridor seems to be adequate.
3. Principal's office and counseling room are in need of much improved lighting.
4. There would be little or no added cost by making the change as far as our contract with Edling Company is concerned and we would not have the expense of ceiling rebuilding. (Five classrooms, study hall, library, halls, and stairway lights included in contract.)



Progress Report on Special Summer Maintenance Program  
August 1, 1955

Amount approved - May 17, 1955 \$ 12,468.00

Amount spent up to present time:

Park School	\$ 1,537.14	
Lincoln	1,482.99	(Floor work not completed
Sharp	80.00	but cost included)
South East	212.98	
Riverside	212.99	
Washington	294.78	
Senior High	1,062.21	
Junior High	4,939.26	(Includes Hot Water Tank
		and condensation pump)

Total Expenses		\$ 9,822.35
Balance - amount not spent		\$ <u>2,645.65</u>

Estimated August Expenditures:

Labor costs	\$ 895.50	
Cement - Sr. H. Entrance	447.76	
Cabinets at Wash. - Materials	512.00	
Two toilets - Hopkins	112.00	
New Locks - S. H. Front		
Entrance	147.00	
New Panic bars to J. H. Bldg	<u>399.65</u>	

Total August Expenditures		\$ <u>2,513.91</u>
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Estimated balance		\$ 131.74
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Work accomplished on Summer Program  
July, 1955

1. Senior High School Bldg:

- a. Acoustical tile placed in three commercial rooms and in Room No. 117.
- b. Painted - Room No. 117, Girl's and Boy's shower rooms.
- c. Entrance to boy's shower room covered with rubber linoleum.
- d. Lights hung in Superintendent's Office.

2. Junior High:

- a. Painted: Hot Lunch Kitchen and storage room, Library, Mimeograph room, Study Hall, Room No. 205, Principal's Outer Office, Nurse's Office, Sewing Room, Music Room, Lunch Room, Third floor hallway, Second floor hallway, First floor hallway stairways.

Continued Page 2

- b. Acoustical tile placed in entire third floor hall.
  - c. Rubber base - all rooms repaired.
3. Lincoln:
- a. Painted: Entire first and second floor halls, classrooms, and office.
  - b. Plastered - lunchroom
  - c. Contract awarded for floor coverage in lunchroom.
4. Washington:
- a. Painted: Audio visual room, east entrance, and Room No. 201.
  - b. Partition: Partition built in kindergarten room and painted.
  - c. Blackboard: One blackboard and corkboard hung.
  - d. Cyclone Fence contract completed (Started April 25).
5. Park:
- a. Painted: Library, boys toilet, hall, and entire basement floor.
  - b. Fence: Fence set up.
  - c. Playground: Partly graded.
6. Thomas Edison:  
Hot Water tank installed.
7. Riverside:  
Hot water tank installed.

Special work to be done in month of August

- 1. Painting: Junior High and Senior High.
- 2. Partitions: Junior High and Senior High for football use.
- 3. Installation of equipment in Junior High.
- 4. Hot water tank at Park.
- 5. Playground equipment erected (backstops, polevolt pits).
- 6. Basketball backstops at Sharp and Southeast.
- 7. Number of teacher's requests to be taken care of - all more or less minor items.

Park School:

The principal of Park School has requested an automatic bell and buzzer system. In the past she has rung the bells manually by pushing a button. We may purchase a second hand Standard Electric clock and buzzer system having 9 clocks, 9 buzzers, 1 rectifier, and 1 master clock, from Starry Electric Service, Long Prairie, for \$135.00. We would need an outside bell. The big cost would be the installation. The above system was in use by a 40 room school last year.

Superintendent's Monthly Budget Report to the School Board

Actual Receipts and Disbursements to Date

Reconciliation of Funds

Funds	Clerks Bal. Beginning Of Year	Receipts Excluding Transfers	Transfers From Other Funds	Total	Disbur. Excluding Transfers	Transfers To Other Funds	Clerks Bal. End of Period	Out- standing Orders	Treas' Bal. Cash	End of Per. Invest- ments
1. General	238,574.74	183,076.52		421,651.09	17,419.37		404,231.72		392,133.64	
2. Comm. School Lunch	-1,658.72	231.48		-1,427.24	622.80		-2,050.04			
3. Building Fund	-57,060.45			-57,060.45			-57,060.45			
4. Capital Outlay	-33,910.50	26,664.57		-7,245.93	3,240.69		-10,486.62			
5. Debt Redemption	7,697.94	49,801.09		57,499.03			57,499.03			
TOTALS	153,642.84	259,773.66		413,416.50	21,282.86		392,133.64		392,133.64	



Schedule for Travel for School Personnel, 1955-56 (Expenses included unless otherwise indicated)

Junior High School Principal-

1. National Principal's Association at Chicago (alternates with Senior High School Principal.)-Date-Feb 24-29
2. Schoolmen's Week, University of Minnesota, during Easter week.
3. Western Division Principals' Association meetings-about 3 per year-meetings held in this area.

Senior High School Principal

1. Western Division Principals' Association meetings- about 3 per year- meetings held in this area
2. Schoolmen's Week, U of Minnesota, during Easter Week.
3. National Principal's Association meeting (in 1957)- alternates with Junior High School Principal

Physical Education Teachers

1. Regional Phy Educ Teachers meeting-area covers various states. W. G. Hansen usually takes two or three teachers with him.
2. Coaching Clinics-Concordia College-4 or 5 football coaches  
Valley City-Basketball-Strand and others  
Wrestling-U of Minn-Pierce  
U of Minn- Football Clinic-spring-Olson

Home Economics Teacher

1. Senior High-State Conference-August-

Student Council Adviser

- Western Division meeting-Bordeson

Concordia College-Business Education Week-  $\frac{1}{2}$  day for various teachers.

Music- U of Minnesota- Various teachers

Library-2 librarians-State Conference at Brainerd

Utke-Area Guidance meeting

Ranheim-Math or Audio-Visual Conference- U of Minn

Nurse- 3 regional conferences during year-possibly some additional meetings.

Williamson-Press Association at Grand Forks

Agriculture Dept-Kansas City FFA Convention-October. (Financed partly by C & C)  
State Fair. State FFA-May (

1 Short Course at U of Minn. Dist meetings & contests

Elem Principals-3 meetings of Western Division Principals

Meeting at Fergus Falls-Audio Visual for elem Principals

U of Minn Workshop- \$25 allowed per principal attending

U of Minn Schoolmen's Week-Each one pay own expenses

National Association at Denver-Suggest that one go each year.  
(Mar 7-10)

Assistant Supt-School Board Convention, Schoolmen's Week (U of M).

National meeting at Chicago-Oct 16-20

Supt- School Board Convention, Schoolmen's Week(U of Minn), School Law (Sept 26-28)

Short Course (U of Minn), National meeting at Atlantic City (Feb)

Other Conferences if necessary especially those called by State Dept.

School Board- State School Board Convention-Feb-all attend if possible.  
National Meeting-Atlantic City- Febr.



# SCHOOL BOARD MEETING

September 13, 1955

1. Minutes of meetings of August 2 and August 16, 1955.
2. Approval of the following contracts and appointments:

a. Mrs. J. B. James - nurse	\$ 450 per month
b. Elizabeth Melby - Phy. Ed.	3,450
c. Richard McAllester - Jr. High	4,050
d. Ethel Ahlberg - Elementary	3,300
e. Mae Borg - Elementary	2,875
f. Stella Osborn - Elementary	3,300
g. Grace Torson - Elementary	2,875
h. Mary Voth - Elementary	3,300
i. Evelyn Wilhelm - Elementary	2,875

3. Approval of contract with Roy Videen to transport Riverside Sixth Grade pupils to Edison \$5.00 per round trip (\$10 per day).
4. October meeting will be the budget meeting to determine tax levy.
5. Schedule for travel for staff members.
6. Approval of transports contracts for physically handicapped pupils by taxi:  
Bill Anerswald, Bruce Rod, Sharol Anderson
7. School Calendar - State Department Calendar included
8. Regional workshop for State School Board Association, Detroit Lakes, September 22, 7:30 P.M.
9. Enrollment figures as of September 12, 1955

Lincoln	189	Jr. High, Grade 7	\$ 223
Sharp	336	" 8	239
Riverside	245	" 9	235
Hopkins	65	Total	697
Park	150	Sr. High, Grade 10	205
Edison	165	" 11	218
Washington	393	" 12	167
Total	1,543	Total	591

GRAND TOTAL 2,830

10. Acceptance of Auditors report
11. Insurance report

Board of Education  
Indep. School District # 2  
Moorhead, Minnesota  
September 13, 1955

A & T Supply	Other Exp. of Operation	\$ 28.91
Floyd L. Allen	Ind. Arts Supplies	12.16
Allied Radio	Science Supplies	65.24
American Education Pub.	General Inst. Supplies	190.50
Frederick Anderson	Teacher Travel & Transp.	10.31
Aslesens	Food	835.80
Athletic Fund	Other Fixed Charges	890.59
Athletic Fund	Other Exp. of Inst.	50.00
Balmer Motor Co.	Other Exp. of Operation	16.97
Arvid Benson Supply	Contr. Rep. Furn. & Equip.	402.08
Bergland Oil Co.	Other Exp. of Operation	6.05
Bon Valet Cleaners	Laundry & Dry Cleaning	73.00
Brodhead Garrett Co.	Instr. Furn. & Equip., Ind. Arts Supplies	753.16
Lyle Clark Agency	Insurance	33.82
Colborns	Instr. Furn. & Equip.	957.60
Colbron School Supply	Janitors Supplies	17.10
Contingent Fund		49.46
Crane Company	Mat. Used Rep. of Bldgs.	189.72
Esco Inc.	Janitors Supplies	21.36
Edling Electric	Sal. Wages Rep. Bldgs.	723.66
Edling Electric	Contr. Rep. Bldgs.	3,595.75
Sharon Efteland	Sec. Salaries	8.25
Emery Excavating Co.	Imp. to Grounds	38.50
Fargo, Food and Equip. Co.	Cafeteria Equip.	28.20
Fargo Linoleum Co.	Mat. Used Rep. Bldgs., Rep. of Furn. & Equip./	336.55
Fargo Paper Company	Gen. Instr. Sup., Other Comm. Lunch Program Exp.	526.19
Farnham Stationery & School Sup.	Office Furn. & Equip., Gen. Instr. Supplies	239.85
O. P. Foss Lumber Co.	Mat. Used Rep. Furn. & Equip.	61.35
G. A. Foster	Cont. Exp. Furn. & Equip.	12.50
Frankel Carbon & Ribbon Co.	Gen. Instr. Supplies	93.75
Funk & Wagnalls Co.	New Instr. Furn. & Equip.	8.50
Gaffanays	Gen. Instr. Supplies	16.50
J. L. Gooson	Audits	197.50
Great Western Lab.	Janitors Supplies	145.33
K. N. Grimsrud	Teacher Travel, Mileage	98.84
S. Gumpert Co., Inc.	Food	32.00
Gustafson Oil Co.	Fuel	991.06
Hardware Inc.	Cont. Exp. Rep. Bldgs.	503.47
Hillyard Sales Company	Janitors Supplies	414.30
Hopeman Material Co.	Fuel	539.70
Horvick Electric Motor	Sal. Rep. of Furn. & Equip., Mat. Used Rep. Furn. & Equip.	26.90
International Business Mac.	Other Exp. of Operation	60.00
International Chemical Co.	Ind. Arts Supplies	11.90
Kegel Sign Co.	Other Exp. Gen. Adm./	40.37
John Lamb Coal Co.	Fuel	997.16
Larson Thurlow Company	Cont. Exp. Rep. Furn. & Equip.	151.06

Board of Education  
Continued Page 2

Selma Lee	Census	110.88
Victor H. Leeby Co.	Materials Rep. Bldgs.	33.60
Leo Maattala	Teacher Travel	5.00
Malvey Service Station	Other Exp. Operation	71.66
Manchester Biscuit Co.	Food	22.92
McCree and Company	Imp. to Grounds	47.60
Melberg Printing Co.	Gen. Adm. Office Exp.	225.55
Melquist Coal Co.	Fuel	931.30
Miller Davis Co.	Gen. Adm. Office Exp.	175.00
Moorhead Fuel Company	Fuel	925.96
Moorhead News Inc.	Publishing	15.60
Moorhead Public Service	Water, Power, Other	547.14
Jos. M. Mork	Travel Gen. Adm.	50.00
Munna Sheet Metal Shop	Instr. Furn. & Equip., Ind. Arts Supplies	91.70
News Map of the Week	Gen. Instr. Supplies	43.00
North Central Assoc. of Colleges	- Other Fixed Charges	15.00
Northern School Supply	Janitors Supplies, Gen. Instr. Supplies, Etc.	1,229.90
Northern School Supply	Playground Equipment	934.68
Northern School Supply	Instr. Furn. & Equip., General Instr. Supplies	206.68
Northwestern Bell Tel. Co.	Telephone Service	170.82
Northern States Power Co.	Other Utility Service	6.86
Northwestern National Bank	Int. on Bonds	9,288.00
Northwestern National Bank	Other School Board Exp.	16.88
Jervis Olsen	Teacher Travel & Transportation	15.00
A. K. Pauls	Mat. Used Rep. Furn. & Equip.	12.50
Personnel Press. Inc.	Gen. Instr. Supplies	28.80
The Pierce Company	Gen. Instr. Supplies	535.90
Plastic Parts & Sales	Ind. Arts Supplies	235.82
T. F. Powers Construction Co.	Imp. to Bldgs.	334.00
Prentice Hall Inc.	Sec. School Texts	10.17
Raymond Brothers	Instr. Furn. & Equip.	93.51
Red River Hardware Co.	Mat. Used Rep. Furn and Equip., etc.	162.68
Remington Rand	Gen. Instr. Supplies	64.74
Retco Alloy Co.	Ind. Arts Supplies	72.93
Ridleys Office Equip.	Gen. Instr. Supplies	10.20
S and S Construction Co.	Impr. to Bldgs. & Contr. Serv. Upk. Gds.	551.36
Safety Envelope Mfg. Co.	Gen. Instr. Supplies	83.65
Service Tool and Supply Co.	Other Exp. of Operation., etc.	51.34
Mrs. Doris Schreiner	Census	81.12
Service Laundry	Laundry and Dry Cleaning	35.15
Ella Selvig	Census	194.54
Sherwood Lumber & Fuel Co.	Sal. Rep. Bldgs., & Mat. Used Rep. Bldgs.	602.80
Lucy Sheffield	Census	144.64
Ursula Smith	Census	92.80
Faye Sprague	Sec. Salaries	5.60
Steffens Office Equip.	Instr. Furn. & Equip	36.75
Stein Paint & Glass Co.	Mat. Used Rep. Bldgs.	122.98
Delaine Struble	Sec. Salaries	51.00
Justin W. Swenson	Travel gen. Adm.	85.95
Mrs. Grace Torgerson	Sec. Salaries	28.80

Board of Education  
Continued Page 3

Underwood Corporation	Instr. Furn. & Equip.	187.50
U. S. Postmaster	Gen. Adm. Office Exp.	75.00
Waltons Standard Service	Other Exp. Operation	6.80
Don Westrum	Sec. Salaries	12.00
Leo Maattala	Teacher Travel & Transp.	10.45
Nels Vogel Inc.	Instr. Music, etc.	832.72
John A. Walker Agent	Insurance	540.80
John A. Walker Agent	Other School Bd. Exp.	1,275.00
W. M. Welch Mfg.	Science Supplies	22.87
Wells Dray & Parcel	Other Exp. of Operation	15.00
H. W. Wilson Company	Library Supplies	8.00
Wold Drug Co.	Exp. Pro. Health	38.92
Womens Christian Temp.	Gen. Instr. Supplies	42.87

Total \$ 36,481.36

Bank Balances -

American State Bank	\$ 178,003.05
First National Bank	197,831.88
Auxiliary	14,633.10
Revolving	1,887.96
School Supply	4,556.11
Contingent	431.81



Board of Education  
 Indep. School Dist. #2  
 Moorhead, Minnesota  
 Book Bills  
 September 13, 1955

Allyn and Bacon	Elem. Texts, Gen. Instr. Supplies	775.17
American Book Company	Elem. Texts	595.07
Benton Review Pub.	Gen. Instr. Supplies	103.27
Bobbs Merrill Co.	School Texts, Elem.	6.45
Bruce Publishing Co.	Ind. Arts Supplies	22.16
Bureau of Publication	Gen. Instr. Supplies	12.66
Childrens Reading Service	Gen. Instr. Supplies	14.91
Ginn and Company	Gen. Instr. Supplies	787.21
Ginn and Company	Elem. Textbooks	809.57
Ginn and Company	Elem. Texts	133.55
Ginn and Company	Elem. Texts	773.71
Ginn and Company	Gen. Instr. Supplies	324.72
E. M. Hale and Company	Gen. Instr. Supplies	88.53
Hall & McCreary Company	Elem. Texts	103.40
Harcourt Brace and Co.	Sec. Texts	362.91
D. C. Heath and Co.	Sec. Texts., Gen. Instr. Supplies	272.64
D. C. Heath and Co.	Elem. Texts., Sec. Texts	1,420.32
Houghton Mifflin Co.	Gen. Instr. Supplies	13.41
Laidlaw Brothers	Gen. Instr. Supplies., Sec. Texts	229.88
Lincoln House Pub.	Gen. Instr. Supplies	106.17
J. B. Lippincott Co.	Sec. Texts	162.35
Lyons and Carnahan	Gen. Instr. Supplies., Elem. Texts	401.99
MacMallan Co. Pub.	Elem. Texts., Gen. Instr. Supplies., Sec. Texts.	107.57
McCormick Mathers Pub.	Gen. Instr. Supplies	1,347.98
McCormick Mathers Pub.	Gen. Instr. Supplies	155.01
McKnight & McKnight	Sec. Texts	79.79
Mentzer Bush & Co.	Sec. Texts	138.60
Charles E. Merrill Books	Elem. Texts., Gen. Instr. Supplies	82.50
Rand McNally Company	Gen. Instr. Supplies, New Instr. Furn. & Equip.	197.71
Readers Digest Educational	Gen. Instr. Supplies	113.84
Row Peterson & Company	Gen. Instr. Supplies	889.20
Row Peterson & Company	Elem. Texts	57.10
Row Peterson & Company	Gen. Instr. Supplies	90.63
Scott Foresman and Co.	Elem. Texts	752.55
Scott Foresman and Company	Gen. Instr. Supplies	390.91
Scott Foresman and Company	Gen. Instr. Supplies	664.74
Scott Foresman and Company	Sec. Textbooks	188.23
Scott Foresman and Company	Gen. Instr. Supplies	123.99
Scott Foresman and Company	Elem. Texts.	45.77
Silver Burdett Company	Gen. Instr. Supplies	610.56
Silver Burdett and Company	Elem. Texts.	465.12
L. W. Singer Company	Sec. Texts.	8.84
L. W. Singer Company	Sec. Texts	246.90
The Steck Company	Gen. Instr. Supplies	123.85

Board of Education  
Book Bills  
Continued - Page 2

United Scientific Company	Science Supplies	61.25
Webster Publishing Company	Gen. Instr. Supplies	129.74
John Winston Company	Instr. Furn. & Equip.	30.88
World Book Company	Gen. Instr. Supplies	20.79
World Publishing Company	New Instr. Furn & Equipment	8.76

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\$ 14,652.86

CALENDAR OF LEGAL SCHOOL HOLIDAYS, SPECIAL DAYS  
AND EDUCATIONAL MEETINGS, 1955-56

1955

- \* Labor Day - Monday, September 5
- Suggested opening day for schools - Tuesday, September 6
- \* Constitution Day - Saturday, September 17
- \* Frances Willard Day - Wednesday, September 28
- Fire Prevention Week - October 9-15
- \* Leif Ericson Day - Sunday, October 9
- \*\* Columbus Day - Wednesday, October 12
- Minnesota Congress of Parents and Teachers - State Convention: Duluth, October 17-19
- County Superintendents' Conference - St. Paul, October 26, 27
- Minnesota Education Association Division Conventions:
- Central - St. Cloud, October 13, 14
- Northeast - Duluth, October 20, 21
- Northern - Bemidji, October 13, 14
- Southeast - Austin, October 20, 21
- Southwest - Mankato, October 24, 25
- Western - Moorhead, October 13, 14
- Twin Cities - Minneapolis, October 27, 28
- Minnesota Vocational Association - State Convention: Minneapolis, October 27, 28
- Minnesota Federation of Teachers - State Convention: Minneapolis, October 27, 28
- American Education Week - November 6-12
- \*\* Veterans' Day - Friday, November 11
- \* Thanksgiving Day - Thursday, November 24
- (It is a common custom to include Friday in the Thanksgiving recess.)
- \* Christmas Day - Sunday, December 25
- (It is recommended that Christmas vacation for public schools begin at the close of the session Friday afternoon, December 23, and that the session resume Monday, January 9.)

1956

- \* New Years Day - Sunday, January 1
- Minnesota School Board Association - State Convention: St. Paul, January 31, February 1, 2
- \*\* Lincoln's Birthday - Sunday, February 12
- \* Susan B. Anthony Day - Wednesday, February 15
- \*\* Washington's Birthday - Wednesday, February 22
- Schoolmen's Week at the University of Minnesota - March 26-28
- County Superintendents' Conference - St. Paul, March 26, 28
- \* Good Friday - March 30
- (If Spring vacation is given the week preceding Easter, the vacation should begin at the close of the session Friday afternoon, March 23, and the session resume on Monday, April 2.)
- Child Health Day - May 1 (Date to be fixed by proclamation of the president)
- Conservation Week - May 6-12 (Tentative)
- (Date to be fixed by proclamation of the governor)
- Arbor and Bird Day - Friday, May 11 (Tentative)
- (Date to be fixed by proclamation of the governor)
- \* Minnesota Day - Friday, May 11 (Date of admission to the Union)
- \* Memorial Day - Wednesday, May 30
- Closing date for schools, 9-month term (according to above schedule) June 1
- Flag Day - Thursday, June 14
- \* Legal holiday
- \* Not a legal holiday
- \*\* M.S.A. 1949, Sec. 131.22, authorizes school boards to conduct school on the legal holidays indicated, provided that a clause to this effect is inserted in the teacher's contract. When a legal holiday falls on Sunday, the following Monday is not a legal holiday, but the school board may declare it a holiday.

Report on Special Summer Maintenance Program  
Jos. M. Mark

Amount approved - May 17, 1955 -

\$ 12,468.00

Amount spent:

1. Thomas Edison	\$ 212.98
2. Junior High	6,727.96
3. Lincoln	1,570.68
4. Park	1,575.80
5. Riverside	260.59
6. Senior High	1,746.20
7. Sharp	93.60
8. Washington	368.00

Total expenditures \$ 12,555.81

\$ 12,555.81

Amount spent above budget estimates

87.81

Work accomplished on Summer Program:

Thomas Edison:

Hot water tank installed.

Junior High:

- a. Painted - Hot Lunch Kitchen and storage room, Library, Mimeograph Room, Study Hall, Principal's Outer Office, Nurse's Office, Sewing Room, Music and Lunch rooms, Second and Third Floor Hallways, and all hallway stairways. Two shops, Rooms 106, 110, 111, and 205.
- b. Acoustical tile placed in entire third floor hall.
- c. Rubber base, - all rooms repaired.
- d. Installed nine extra hall lights on first floor.
- e. Panic bars on doors.

Lincoln:

- a. Painted - Entire first and second floor halls, classrooms, and office and lunchroom.
- b. Plastered - Lunchroom
- c. Tile floor in basement room.
- d. Rewired to conform with electric code.

Park:

- a. Painted - Library, boys' toilet, hall, and entire basement floor.
- b. Fence - Fence set up.
- c. Playground - Partly graded.
- d. Hot water tank installed.

Riverside:

- a. Hot water tank installed.

Senior High:

- b. Asphalt work and concrete approach to north of building.
- a. Acoustical tile placed in three commercial rooms and in room no. 117.
- b. Painted - Room No. 117, 210, Girls' toilet room, Girls' and Boys' shower rooms.
- c. Entrance to boys' shower room covered with rubber linoleum.
- d. Lights hung in Superintendent's Office.

Sharp:

- e. Rear approach - concrete replaced.  
Concrete work.



Washington:

- a. Painted - Audio Visual room, east entrance and room no. 201
- b. Partition - Partition built in kindergarten room and painted.
- c. Blackboard - One blackboard and one corkboard hung.
- d. Cyclone Fence contract completed.
- e. Installation of playground equipment and two backstops.

Problems to be solved:

1. Partition at Washington school does not provide for a sink in the added kindergarten room. The folding doors are left in the walls.
  - a. A new sink has been ordered. Valley Service will give us credit on a sink - installation cost to be about \$40.00. The sink will be about 25 in. high.
2. We shall meet the same problem at Thomas Edison.
3. At Riverside the boulevard should be leveled, black dirt filled in, and soded. Willis Alder has quoted us a price of \$159.50 for the complete job - for east, south, and west side of the grounds.
4. At Thomas Edison School we agreed to a change in the contract with Joe Powers. The City of Moorhead has done part of the work that Joe Powers had a contract to do for the amount of \$500.00 with our school. We talked with Mr. Powers and being he could not run the cross walks for us before school he agreed to cancel out the \$500. contract for the cement work. We contracted S & S and they agreed to do the work for 42¢ per sq. ft. There is an area of about 470 sq. ft. The cost should run about \$200.
5. Mr. Fridlund suggested that we contact the city concerning some free dirt for fill on school property south of Concordia's athletic field. We did contact them and we are getting some dirt. City engineer suggested an average fill of about one foot. We staked out the area. If possible, shall we stock pile dirt for coulee?

SUPERINTENDENT'S MONTHLY BUDGET REPORT TO THE SCHOOL BOARD

Actual Receipts and Disbursements to Date

Reconciliation of Funds

Funds	Clerk's Bal Beginning Of Year	Receipts Excluding Transfers	Transfers From Other Funds	TOTAL	Disbur. Excluding Transfers	Transfers To Other Funds	Clerks Bal End Of Period	Out- standing Orders	Treas. Bal Ind of Per.	
									Cash	Invest- ments
1. General	238,574.57	185,769.80		424,344.37	33,429.71		390,914.66		375,834.93	
2. Comm. School Lunch	-1,658.72	231.48		-1,427.24	631.80		-2,059.04			
3. Building Fund	-57,060.45			-57,060.45	82.22		-57,142.67			
4. Capital Outlay	-33,910.50	26,664.57		-7,245.98	6,131.12		-13,377.05			
5. Debt Redemption	7,697.94	49,801.09		57,499.03			57,499.03			
TOTALS	153,642.84	262,466.94		416,109.78	40,274.85		375,834.93		375,834.93	

School Board Meeting  
October 4, 1955

1. Minutes of meeting of September 13, 1955
2. Approval of Bills
3. Report on proposal to improve gym facilities in the senior high.
4. Study of Budget Report
5. Recommended Tax Levy

	Agricultural Property	Non Agricultural Property
Maintenance	20 *	60.0
Capital Outlay-\$53,000	8.7 **	8.7 **
Building Fund	8.0	8.0
Debt Redemption-\$112,200	18.3 **	18.3 **
One Mill	1.0	1.0
Total Rate	56.0	96.0
1954 Rate	59.5	99.1
1953 Rate	60.2	100.2

\* This is only an approximate rate to be determined when the average for the common districts has been calculated. Under this section of the law the rate cannot exceed the average by more than 10 %.

\*\* Approximate rate



Indep. School Dist. #2  
Board of Education  
October 4, 1955  
Moorhead, Minnesota

Allyn & Bacon	Secondary Texts	\$ 218.58
Anderson, Leonard	Transp. with Private Carriers	19.00
American Book Company	General Instr. Supplies	11.06
American Products Co.	Inst. Furn. & Equip.	7.95
Anderson, Marilyn	Sec. Salaries	4.88
Atkinson, Nancy	Sec. Salaries	5.10
Brodhead Garrett Co.	Ind. Arts Supplies	89.20
Carls Appliance Co.	Other Utility Service	19.00
C. Olborns	New Instr. Equip.	970.70
Contingent Fund	Misc.	83.72
Cox Bakery	Food	99.33
Crance Company	Contr. Exp. Rep. Bldgs.	986.00
Crane Company	Cont. Exp. Rep. Bldgs.	256.38
Cyclone Fence	Contr. Serv. Upkeep Grounds	209.85
Doolley Supply Company	Instr. Furn. & Equip.	559.74
Edling Electric Inc.	Mat. Use in Repair of Bldgs.	182.32
Educational Map & Chart Service	Instr. Furn. & Equip.	63.75
Kenneth Grimsrud	Teacher Transportation	107.94
Sharon Hfteland	Sec. Salaries	28.50
Fargo Food & Equipment	Cafeteria Equip.	205.50
Fargo Forum	Periodicals	9.75
Fargo Laundry	Laundry	12.65
Fargo Paper	Lavatory Supplies	714.41
Fargo Paper	Lavatory Supplies	603.90
Farmers Home Grocery	Home Ec. Supplies	171.69
Farnham Stationery & School Sup.	General Instr. Supplies	21.00
Favig Insurance Agency	Insurance	1,398.95
Fire Safety Control Bureau	Other Exp. of Operation	30.00
O. P. Foss Lumber Co.	Ind. Arts Supplies	8.56
G. M. Publishers Inc.	Ind. Arts Supplies	11.70
Gamble Robinson	Food	162.77
Ginn and Company	General Inst. Supplies	99.20
Ben Gustafson & Son Mfg. Co.	Ind. Arts Supplies	21.00
E. M. Hale & Co.	Gen. Instr. Supplies	11.70
Harcourt Brace & Co. Inc.	Sec. Texts	45.20
Harper & Bros.	Sec. Texts	18.67
D. C. Heath & Co.	Sec. Texts	774.38
D. C. Heath & Co.	Sec. Texts	35.29
H. J. Heinz Co.	Food	93.41
Horvick Electric Motor Co.	Cont. Exp. Rep. of Bldgs.	26.30
International Bus. Machines	Contr. Exp. Rep. Furn & Equip.	128.49
Interstate Printers & Pub.	General Instr. Supplies	30.38
Laidlaw Brothers	Elem. Texts	20.09
Lincoln House Pub.	General Instr. Supplies	5.79
Lyons & Carnhan	General Instr. Supplies	81.39
Leo Maittala	Teacher Transp.	33.18
Malveys Service Station	Other Exp. Operation	20.69
Manchesters Biscuit Co.	Food	21.78
A. C. McClugg & Co.	Lib. Books	450.88
McCormick Mathers Publishing	Gen. Instr. Supplies	65.48
Malberg Printing Co. Inc.	Other Exp. Instr., Pro. of Health	41.85
Charles E. Merrill Books	Elem. Texts	6.37
Minneapolis Star & Tribune	Periodicals	11.70
Minnesota Historical Society	Periodicals	10.00



Oct. 4, 1955  
Board of Education

Moorhead Daily News	Publishing	22.20
Moorhead Public Service	Water, Power & Light, Other Utility Service	1,044.86
Munns Sheet Metal Shop	Sal. & Wages Rep. Bldgs.	56.15
Needels Company	Janitors Supplies	35.00
James Newton	Janitors Supplies	22.00
Northern States Power	Other Utility Service	10.18
Northwestern Bell Telephone	Telephone Service	155.65
Red River Hardware	Mat. Rep. Furn. & Equip.	224.05
Rigel Refrigeration Service	Rep. of Furn. & Equip. Contr.	20.20
Remington Rand Inc.	Instr. Furn. & Equip.	71.75
Row Peterson & Co.	Gen. Instr. Supplies	22.98
S. & S. Construction Co.	Contr. Services Upk. Grounds	210.00
Scott Foresman & Co.	Elem. Texts, Sec. Texts.	300.77
Charles Scribners and Sons	Gen. Inst. Supplies	163.08
Ella Selvig	Salaries Pro Health	68.50
Service Tool & Supply Inc.	Ind. Arts Supplies	13.49
J. A. Sexauer Mfg. Co.	Mat. Rep. of Furn. & Equip.	169.60
Sherwood Lumber & Fuel Co.	Contr. Exp. Rep. Bldgs.	28.00
L. W. Singer Co.	Sec. Texts	72.13
Sportlands	Phy. Ed. Supplies	25.55
Stein Paint & Glass Co.	Mat. Rep. Bldgs.	327.92
Stenerson Bros. Lumber Co.	Ind. Arts Supplies	64.70
Mrs. Alice Sussex	Teacher Transp., Other Exp. Instr.	49.00
Justin W. Swenson	Travel Gen. Administration	57.90
Arthur E. Thompson	Gen. Instr. Supplies	40.00
Thompson Yards	Mat. Used in Upkeep of Grounds	12.40
Twin City Meat Market	Food	243.53
University of Minnesota. Ext./	Film Rental	15.46
Roy Vidson	Transp. Private Carrier	205.00
Nels Vogel Inc.	Mat. Rep. Furn. & Equip.	804.50
Mrs. E. C. Boelter	Census	130.00
Lyle Clark Agency	Insurance	226.88
Bill Auerwald	Transp. Private Carriers	14.00
Nels Vogel Inc.	Instr. Music New Instructional Equip	240.40
Vulcan Service Co. Inc.	Sec. Texts	32.16
The H. W. Wilson Co.	Libr. Supplies	78.00
Webster Publishing Co.	General Instructional Supplies	108.43
World Book Company	General Instructional Supplies	53.75
C. R. Fridlund	Salaries of Directors	100.00
Charles Stever	Salaries of Directors	100.00
		<hr/>
		\$14,967.77

BANK BALANCES:

First National Bank	\$238,318.26
American State Bank	201,639.76
Auxiliary Account	19,204.51
School Supply	5,543.86
Revolving	878.29
Contingent	481.27

Agenda for Special Meeting, October 18, 1955

Schedule for interviews with architects:

- 20 rooms, \$520,000 (\$110,000/yr)*
1. 6:30- W. J. Seifert Associates- Fargo. *Engineers in Fargo*  
Projects- Washington Grade School & addition  
Schools at Cando, N D, Page, Rollette, Rugby, Crosby, ND  
at Hitterdahl, Brandon, Red Lake Falls, Minn. *(future)*
  2. 7:15- Hammel & Green- Mpls. Designed University HS (Minneapolis)  
Now working on projects at Albert Lea and other cities.
  3. 8:00 Thorshov & Cerny-Mpls. Have built all of Richfield's new bldgs,  
Fergus Falls, Rosston, Twin Vally, Wenonah school in Mpls & others.  
(will be represented by Cecil Tammen)
  4. Harstick & Lundgren- St. Paul. Many projects-Fulda, Minn, etc  
Will be represented by Lundgran & Friswold (formerly with State Dept)
  5. Armstrong & Schlichting- Mpls & Barnesville, now working on  
project for Bloomington.

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Those interviewed last week were:

1. 7 PM- Swanson, Matson & Wegleitner, Mpls- 86 \$ school projects  
listed. -Brainerd, St Peter, etc.
2. Ellerbe - represented by Olson & Misch.
3. Houkom & Skaret- Fargo -Only recent project- Lewis & Clark Bldg, Fargo.
4. Fass- & son-Mhd.

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DON'T FORGET THE INFORMATIONAL MEETING SCHEDULED FOR JR HIGH-Thurs, Oct 20- 8 PM.

The date for the November meeting of the Board- November 8- 1st Tuesday  
after the 1st Monday.

School Board Meeting  
November 8, 1955

1. Minutes of meeting of October 4, 1955
2. State School Board Association Meeting, January 30, 31, February 1. Names of members who would like to attend this convention.
3. Report by superintendent on meetings and activities during the first months of school meetings with
  - a. Elementary Principals - three meetings (one each month)
  - b. Meetings with lunch cooks - three meetings.
  - c. Meetings with census "takers" - two meetings.
  - d. Talks at Service clubs - Kiwanis, Rotary, Lyons (Soroptimists - December).
  - e. One meeting with ministerial association.
  - f. General meetings with all teachers - every day during first week of school.
  - g. Grade teachers - meetings during first week and three days of art workshop and one meeting with all grade teachers followed by meetings of teachers in each grade.
  - h. Both junior high and senior high faculty members meet once each week at a coffee hour on Thursday afternoons after school.
  - i. Talks at PTA - September; Lincoln; October-Hopkins; November-Edison & Riverside; and February - Washington.
  - j. One meeting with high school athletic council.
  - k. Talk at the October meeting of the Moorhead Teachers Association.
  - l. Other miscellaneous talks - Trinity Lutheran Church, Western Minnesota Education Association, Rural Youth Citizens League Banquet.
  - m. One meeting with district committee (Minnesota State High School League)
  - n. Other Meetings:
    1. M.S.T.C. High School College Relations - 2 meetings
    2. Concordia - Talk (Nov. 15) at Future Teachers Association.
    3. Schoolmasters Banquets - one each month
    4. Harvard Club Banquet
    5. Gustavus Club
    6. Lincoln P. T. A. Carnival
    7. Christmas Seal Banquet
  - o. Administrative Council - (Includes Senior High Principal, Jr. High Principal, one senior high teacher, one junior high teacher, two elementary teachers and the president of the local teachers association. We are working on developing a school philosophy, a teacher handbook, and other projects.
  - p. Numerous individual conferences with various principals and teachers.
  - q. Have visited most classrooms two or three times (except for the senior high)
  - r. Periodic bulletins to principals and teachers.
4. Increase lunch cost to \$1.25 per week and .30 cents per meal beginning January subject to approval by State.
5. Increase milk price from one cent to two cents per day subject to approval by State.
6. County Nurse



Indep. School Dist. #2  
Board of Education  
November 8, 1955  
Dorhead, Minnesota

Arts & Activities	Ind. Arts Supplies	\$ 10.00
Arvid Benson Supply	Mat. rep. Furn & Equip, Contr. Exp, Caf. Equip.	326.78
A&T Wholesale Supply	Jan. Sup, Ind. Arts Sup, Voc. Shop	130.80
Nancy Atkinson	Secretarial work	8.40
Bill Auerswold	Trans. Private Carriers	15.00
Leonard Anderson	Trans. Private Carrier	18.00
Dennis Arndt	Janitors Salaries	37.50
Allyn and Bacon Inc.	Gen. Instr. Supplies	58.66
American Educational Pub.	Gen. Instr. Supplies	64.50
Aslesens	Food	299.30
Bon Valet Cleaners	Laundry	12.55
Brodhead Garrett Co.	Ind. Arts Supplies	77.33
Burroughs	Office Furn. & Equip., Cont. Exp. Rep. Furn & Equip	322.50
California Test Bureau	Gen Inst Supplies	15.89
Cass Clay Creamery	Food	738.57
Cass Clay Creamery	Food	434.80
Cebco	Science Supplies	10.40
Lyle Clark Agency	Insurance	82.66
Crane Company	Rep. of Buildings	21.00
Colborn School Supply Co.	Instr. Furn & Equip	956.81
Contingent Fund	Misc.	98.76
Cox Bakery	Food	81.50
Arthur C. Croft Pub.	Other Exp. Gen. Admin.	10.25
Dakota Maid Flour	Food	17.00
Daveau Music Company	Rep. of Equip	20.00
Demco Library Supplies	Instr. Furn & Equip	16.25
Denoyer Geppert Co.	Instr. Furn & Equip	209.09
Dooley Supply Co.	Eng. and Jan. Equip	341.05
Doubleday & Co. Inc.	Lib. Book Purchases	37.00
A. W. Eddal Agency	Insurance	79.72
Evanson's Food Market	Home Economics Supplies	70.60
Edling Electric	Contr. Exp. Rep. Buildings	522.00
Edling Electric	Sal. & Wages, Mat. Used, Contr. Exp, rep. pf Bldgs.	
	Sal and Mat. Used Rep of Furn & Equip.	451.08
Sharon Efteland	Sec. Salaries	33.75
Encyclopedia Brit. Films	Film Rental	10.36
Epko Film Service, Inc.	Cont. Exp. Rep. Furn & Equip	51.19
Fairmont Foods Company	Rental	500.00
Fairmont Foods Company	Food	933.37
Fargo Food & Equip	Cafeteria Equipment	214.13
Fargo Foundry	Ind. Arts Supplies	17.71
Fargo Paper Company	Lavatory Supplies	81.00
Far-Moor. Insurance Service	Insurance	108.92
Farnham Stat. & School Sup.	Instr. Furn & Equip	56.65
Fevig Insurance Agency	Insurance	19.96
Division of Supervised Study	Film Rental	14.11
Freeman Insurance	Insurance	94.99
O.P. Foss Lumber Co.	Phy. Ed; Art; Gen. Instr. and Janitors Supplies	76.99
Farmers Home Grocery	Home Ec. Supplies, Food	249.31
Gamble Robinson	Food	75.72
Gaylord Brothers Inc.	Lib. Supplies	152.02
Gen. Finishes Sales & Service	Ind. Arts Supplies	63.00
Ginn & Company	Elem. Textbooks	196.63
Grosz Studio	Gen. Instr. Supplies	6.61
Kenneth Grimsrud	Teacher Travel, Vets Ag. Mileage	71.26
Gumpert Company, Inc.	Food	457.30
Gustafson Oil Company	Fuel	558.13



November 8, 1955  
Board of Education

Gustafson Oil Company	Fuel	\$ 558.13
Gustafson Oil Company	Fuel	557.80
Gustafson Oil Company	Fuel	388.47
E. M. Hale & Co.	Gen. Instr. Supplies	25.35
Hardware Inc.	Mat. Used in Rep. of Bldgs	186.63
D. C. Heath & Co.	Gen. Instr. Supplies	6.70
H.J. Heinz Company	Food	117.77
Henry Holt & Co.	Sec. Textbooks	141.60
Hopeman Material Co.	Fuel	91.58
Houghton Mifflin Co.	Gen. Instr. Supplies	20.95
Huntington Laboratories Inc.	Janitors Supplies	166.60
Internat. Bus. Machines	Office Furn & Equip, Mat.Used in Rep., Other Exp.	370.50
John Lamb Coal Co.	Fuel	866.86
Lyons & Carnahan	Elem. Textbooks	218.81
Lystads Exterminators	Other Fixed Charges	22.50
Leo Maattala	Teacher Travel	106.96
Manchesters Biscuit Co.	Food	16.62
Maplewood Book Bindery	Other Library Expense	12.88
Melberg Printing Co.	Other School Board Expense	23.00
Ben Mickelson	Janitors Salaries	28.00
Midland Hospital Supply	Exp. Pro Health	14.50
Minnesota Maintenance Corp.	Janitors Supplies	63.40
Minnesota Mining & Man.	Phy. Ed, Supplies, Instr. Furn&Equip	42.96
McCormick Mathers Pub.Co..	Gen. Instr. Supplies	53.23
McGraw Hill Book Co.	Sec. Textbooks	23.04
Midway Electric Supply Co.	Mat. Used in Rep. Bldgs	20.00
Moorhead Daily News	Periodicals	7.00
Moorhead Drug Co.	Art Supplies	23.54
Moorhead Fuel Co.	Fuel	711.82
Moorhead Linoleum & Tile	Mat. Rep. Bldgs	8.63
Moorhead Public Service	Water, Power & Light, Other Utility Service	1,347.84
Jos. M. Mork	Travel for Gen. Administration	68.55
Jos. M. Mork	Travel for Gen. Administration	50.00
National Honor Society	Other Exp. of Instr.	79.20
Noble and Noble	Sec. School Textbooks	12.13
Northern States Power Co.	Other Utility Service	9.75
Northern Supply	Janitors Supplies	9.96
Northwestern Bell Tele.	Telephone Service	177.30
Northern School Supply	Lav sup, Gen Inst. sup, Art Dept, Phy Ed, Jani. Sup.	
	Mat.Used Rep. of Furn&Equip, Playgr. Equip Elem.T.	800.98
Northern School Supply	Engineer and Janitors Equipment	312.50
Northern School Supply	Pl.Gr. Equip, Phy Ed Equip, Etc.	893.95
Personnel Press Inc.	Gen. Instr. Supplies	126.00
Oscar Peterson	Other Expenses for operation	45.00
Pierce Company	Gen. Inst. Sup, Cont. Exp. Rep Furn & Equip	207.85
Pitney Bowes Inc.	Other Exp. Instruction	13.80
The Plymouth Press	Gen. Inst. Supplies	9.96
Prentice Hall Inc.	Other Vets Program Expense	16.54
Railway Express	Gen. Instr. Supplies	26.19
Rand McNally & Co.	Gen. Instr. Supplies	13.57
Raymond Brothers	Other Comm. Lunch Program Expense	66.35
Red River Hardware Co.	Equip. and Supplies	182.12
Lorrie Rice	Sec. Salaries	5.20
Rochester Germicide Co.	Lav. Supplies	48.00
Mr. Ole Rod	Transp. Private Carriers	36.85
Row Peterson & Co.	Gen. Instr. Supplies	31.22
Scheels Hardware	Ind. Arts Sup., Home Ec. Supplies	20.25

Superintendent's Monthly Budget Report to the School Board

Actual Receipts and Disbursements to Date

Reconciliation of Funds

Funds	Clerks Bal. Beginning Of Year	Receipts Excluding Transfers	Transfers From Other Funds	Total	Disbur. Excluding Transfers	Transfers To Other Funds	Clerks Bal. End of Period	Out- standing Orders	Treas' Bal. Cash	End of Per. Invest- ments
1. General	238,574.57	358,770.43		597,345.00	208,447.78		388,897.22		367,554.37	
2. Comm. School Lunch	-1,658.72	3,386.61		1,727.89	3,845.10		-2,117.21			
3. Building Fund	-57,060.45			-57,060.45	519.82		-57,580.27			
4. Capital Outlay	-33,910.50	26,664.57		-7,245.93	11,898.47		-19,104.40			
5. Debt Redemption	7,697.94	49,801.09		57,499.03			57,499.03			
TOTALS	153,642.84	438,622.70		592,265.54	224,711.17		367,554.37		367,554.37	

Science Research Assoc.	Gen. Instr. Supplies	\$ 6.63
Scott Foresman & Co.	Gen. Instr. Supplies, Elem. Texts	65.11
Charles Scribners Sons	Elem. Texts	57.40
Service Laundry	Laundry	48.80
John Saxton & Co.	Food	415.45
Sherwood Lumber & Fuel	Fuel, Mat. Used Rep Bldgs, Sal. in Rep. Bldgs	94.44
Silver Burdett Co.	Elem. Texts, Gen. Instr. Supplies	74.46
Snyder Insurance Agency	Insurance	202.76
State Teachers College Board	Tuition to Other Districts	9000.00
St. Paul Book & Stat. Co.	Gen. Instr. Sup, Other Exp. of Op, Office Furn & Equip	192.46
St. Paul Book & Stat. Co.	Office Furn & Equip	100.00
Sportland	Phy. Ed. Supplies	60.00
Standard Electric Time Co.	Contr. Exp for Rep Furn & Equip	57.20
Steffens Office Equipment	Instr. Furn and Equip.	155.55
Stenerson Boos Lumber Co.	Ind. Arts Supplies, Mat. Used Rep Bldgs	128.95
Stein Paint and Glass Co.	Office Furn & Equip, Janitors Supplies	246.30
Justin W. Swenson	Travel Gen. Adm, Gen. Adm. Office Exp.	34.40
Twin City Meat Market	Food	230.83
Audio Visual Ext. Service	Film Rental	42.29
Valley Service Inc.	Imp. to Buildings	50.00
Van Tassel Bros.	Janitors Supplies	90.20
Roy Videen	Transp. Private Operators	225.00
Vics Service	Other Exp. of Operation	7.25
Nels Vogel Inc.	Vocal Music, Eng. & Jan. Sup, Inst. Music, Inst. Furn	454.74
Waldons Clothing	Mat. Used in Rep Furn & Equip	7.00
Betty Weiss	Sec. Salaries	8.70
Western Chemical Co.	Janitors Supplies	138.35
Western Directories	Gen. Adm. Office Exp.	48.00
Wells Dray & Parcel	Other Exp. of Operation	15.00

G. B. Arveson Agency

Insurance

140.51  
\$31,543.23

BANK BALANCES:

American State Bank	\$201,639.76
First National Bank	165,914.61
Auxiliary Account	19,065.41
School Supply	5,543.86
Revolving	728.87
Contingent	384.44



School Board Meeting

December 6, 1955- 5:00 PM

Order of Business

1. Minutes of meeting of November 8, 1955
2. Approval of Bills
3. Pictures for High School Annual
4. Mr. Mork has everything ready for the project in the gym which will be done during Christmas vacation.



Board of Education  
Indp. School District #2  
Moorhead, Minnesota  
December 6, 1955

Nancy Atkinson	Secretarial Salaries	\$ 8.40
A & T Wholesale	Ind. Arts Supplies, Voc. Shop Supplies etc.	36.08
Allyn & Bacon Inc.	Elem. Texts, General Instr. Supplies	235.96
Leonard Anderson	Transportation Private Carriers	17.00
Balmer Motor Company	Other Expenses of Operation	68.59
Aslesens	Food	475.35
Bostit h McClain Inc.	General Instr. Supplies	46.12
Wm. D. Bristol Distributing Co.	Janitors Supplies	6.38
Burroughs Corporation	Insy. Furn & Equipment	279.75
Cass Clay Creamery	Food	827.17
Central Electric Company	Sal. for Rep. of Buildings	5.15
Central Scientific Company	Science Supplies	19.41
City of Moorhead	Mat. Used in Upkeep of Grounds	21.00
The Childrens Theatre Press	Sec. Texts	10.60
Colborns	Instr. Furn & Equipment	957.60
Collegiate Cap & Gown Company	Instr. Furn & Equip.	44.99
Colemans Interior Decorators	Home Economics Dept. Supplies	102.00
Contingent Fund	Misc.	194.36
Newell Crow	Janitors Salaries	67.50
Division of Supervised Study	Film Rental	31.87
Dakota Electric Supply Co.	Janitor Supplies	43.54
Daveau Music Company	Instr. & Vocal Music	48.30
DeLendracies	General Instr. Supplies	7.39
Demco Library Supplies	General Instr. Supplies	7.40
Denoyer Geppert Company	New Instr. Furn & Equip	106.77
Don & Company	Cafeteria Equipment	73.70
Sharon Efteland	Sec. Salaries	27.00
Edling Electric	Rep. Buildings	289.47
Epko Film Service Inc.	General Instr. Supplies	42.30
Ruth Evans	Phy Ed Supplies	45.92
C. I. Evenson	Home Economics Supplies	39.27
Fairmont Foods Company	Food	1019.03
Fargo Food & Equipment	Cafeteria Equipment	128.55
Fargo Foundry	Cont. Exp. Rep Bldgs	69.75
Fargo Paper Company	General Instr. Supplies	18.00
Farnham Stationery & School Supply	General Instr. Supplies, Rep. Furn & Equip.	33.31
A. C. Fevig Co. Treas.	New Grounds & Improvement to Grounds	143.67
Fevig Insurance Agency	Insurance	169.38
Finn Jacobsen Company	Food	13.63
First National Bank of Mpls	Payment on Bonds & Interest on Bonds	21,920.40
First National Bank of Mpls.	Interest on Bonds	1,410.00
First National Bank of Mpls.	Interest on Bonds	2,506.25
S. R. Fridlund	Salary Directors	100.00
O. P. Foss Lumber Company	Contr. Exp. Rep Bldgs	52.55
Gamble Robinson	Food	150.09
Harrity & Garrity	Legal Services	95.00
Ginn & Company	Elem. Texts	24.12
Grosz Studio	General Instr. Supplies	18.02
W. G. Hansen	Teacher Travel	10.00
Harcourt Brace & Company Inc.	General Instr. Supplies & Sec. School Texts	172.40
Hardware Inc.	Contr. Exp. Rep Bldgs	21.66
The H. J. Heinz Co.	Food	140.37
Hearne Brothers	Gen. Adm. Office Expense	75.00
Henry Holt & Company Inc.	Sec. Texts	218.40
Hopeman Material Company	Fuel	2,370.78
Hopeman Material Co.	Fuel	746.89
Horvick Electric Motor Co.	Cont. Exp. Rep Furn & Equip & Bldg.	80.00

International Business Machines	Other Exp. Instruction	40.00
Kilands Office Machines	Cont. Exp. Rep Equip.	15.00
John Lamb Coal Co.	Fuel	260.06
Larson Thurlow Company	Mat. Used In Rep. Bldgs	10.40
Selma Lee	Transp. Pro. Health	60.00
Victor H. Leeby Co.	Janitors Supplies	51.00
The John Leslie Paper Co.	Art Supplies	715.46
Linguaphone Institute	General Instr. Supplies	41.62
Lyons & Carnahan	General Instr. Supplies	10.43
Leo Maattala	Teacher Travel	8.75
Manchester Biscuit Co.	Food	10.32
A. C. McClurg & Co.	Lib. Book Purchases	65.47
Melberg Printing Co. Inc.	Other Exp. Instruction	30.70
Midland Hospital Supply	Exp. Pro Health	5.61
Midway Electric Supply Co. Inc.	General Instr. Supplies	15.19
Minnesota Association School Lib.	Audio Visual Aids & Recordings	26.25
Moorhead Daily News	Publishing	7.80
Moorhead Public Service	Water & light & other utility service	1,766.00
Jos. M. Mork	<del>Travel</del> General Administration	25.00
Northwestern Bell Telephone Co.	Telephone Service	145.45
Northern School Supply Co.	Playground Equipment, Instr. Furn & Equip. etc.	1,429.20
Northern States Power	Other Utility Service	8.93
Pennys	General Instr. Supplies	12.56
Oscar Peterson	Other Exp. Operation	95.00
Pierce Company	General Instr. Supplies	40.50
Railway Express Agency	General Instr. Supplies	15.09
Raymond Brothers Motor Transp.	Freight	47.84
Red River Hardware	Janitors Supplies, Caf. & Lunchroom Equip. etc.	125.38
Reys Standard Service	Other Exp. Operation	25.50
Rigel Refrigeration Service Inc.	Cont. Exp. Rep Furn & Equip.	14.50
H. A. Rogers Co.	Art Supplies	25.44
Rott Keller Supply Co.	Engineers & Janitors Equipment	27.60
Row Peterson & Co.	General Instr. Supplies	6.27
St. Paul Book & Stationery Co.	General Instr. Supplies & Office Furn. & Equip.	153.00
State Teachers College	Rent	160.00
Science Service	Science Supplies	6.50
Charles Scribners Sons	General Instr. Supplies	23.20
Service Laundry	Laundry	18.72
Singer Sewing Machine Co.	Home Econ. Supplies	27.00
Sioux Falls Book & Stat. Co.	Instr. Furn & Equip.	103.28
Stein Paint & Glass Co.	Mat. Used Re. of Bldgs	93.22
Stenersen Lumber Co.	Ind. Arts Supplies	5.60
Charles Stever	Salaries Directors	100.00
The Syndicate Printing Co.	Gen. Instr. Supplies	15.60
Justin W. Swenson	Transp. Gen. Adm. Other Exp. Gen. Adm.	39.50
Joan Thue	Teacher Travel	7.50
Twin City Hardwood Lumber Co.	Ind. Arts. Supplies	12.41
Twin City Meat Market	Food	196.00
Ulven Gravel Co.	Contr. Serv. Upkeep Gds.	18.00
Roy Videen	Transp. Private Carriers	215.00
Nels Vogel Inc.	Vocal, Instr. Music, Instr. Furn & Equip.	611.82
The C. E. Ward Company	Instr. Furn & Equip.	196.61
The Weavers	Gen. Instr. Supplies	16.94
Betty Weiss	Sec. Salaries	11.40
Wells Dray & Parcel	Other Exp. of Operation	35.00
The H. W. Wilson Co.	Lib. Supplies	88.36
Mattys Superette	Home Ec. Supplies	41.18
University of Minnesota	Film Rental	29.21
J. M. Mork	Transportation	6.30
		<hr/> \$42,307.26

**BANK BALANCES:**

First National \$275,740.96  
American State 228,474.43

Auxiliary Account \$19,583.24  
Revolving 1,105.62

Contingent \$471.20  
School Sup 5668.72