



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

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INDEPENDENT SCHOOL DISTRICT NO. 152  
MOORHEAD, MINNESOTA

S/mg/BO5  
min  
8/9/83

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, August 9, 1983, 7:30 p.m. in the Board Room at the Townsite Centre.

Dr. Bennett Trochlil, Superintendent

ATTENDANCE:

Joyce Sutter	Dean Guida
Karen Koentopf	Richard Pemble
Mike Hulett	Wayne Puppe
Curt Borgen	Ben Trochlil

- I. CALL TO ORDER
- II. PREVIEW OF AGENDA - Dr. Ben Trochlil, Superintendent
- III. APPROVAL OF MINUTES Appendix A  
Recommendation: Move to approve the minutes of July 5, 1983.
- IV. CONSIDERATION OF CLAIMS Appendix B  
Recommendation: Move to approve the claims.
- V. COMMUNICATIONS
- VI. OPPORTUNITY FOR CITIZENS TO SPEAK
- VII. UNFINISHED BUSINESS
  1. Consider Foreign Language Proposal Appendix C
- VIII. NEW BUSINESS
  1. Review Student Handbooks Appendix D
  2. Consider Donation Appendix E
  3. Consider Substitute Pay Appendix F
  4. Consider Transportation/Property Services Salary Appendix G
  5. Consider ECSU Membership Fee Appendix H
  6. Consider Personnel Appendix I

- 7. Consider AVTI-Bid for Infra Red Heating System Appendix J
- 8. Consider Interdistrict Cooperation Aid/Levy Appendix K
- 9. Consider 1983-84 District Budget Appendix L
- X. FOR YOUR INFORMATION Appendix Z
- XI. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION
- XII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, August 23, 1983

## UNFINISHED BUSINESS

1. Elementary Foreign Language (Jernberg) Appendix C  
Proposal

Explanation: The administration has reviewed the proposal for a pilot Foreign Language Experience Program at Probstfield School with the Probstfield Advisory Committee and others. The proposal and Memo I-84-25 are found in Appendix C-1.

Any further questions from the Board will be addressed as needed.

Recommendation: It is recommended that the Board approve a 9 week pilot Foreign Language Experience Program for 4th, 5th, and 6th grade students at Probstfield School for the 1983-84 school year only. Funding to be from a \$1,000 gift from the Probstfield Advisory Committee with remaining funds to be from the Special Projects Budget.

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## NEW BUSINESS

1. 7-12 Student Handbooks (Jernberg) Appendix D

Explanation: Don Braniff will review the Junior High Student Handbook Folder and Jerry Harter will review the Senior High Student Handbook. The information is enclosed with this packet.

Recommendation: For discussion only. A recommendation concerning adoption of the handbooks will be made at the August 23rd meeting after review.

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2. Donation-Operation Aware (Jernberg) Appendix E

Explanation: We are in receipt of a \$500 donation from the Moorhead Rotary Club to be utilized in the Operation Aware program in our elementary schools. The funds will be used for inservice, program costs and materials.

Recommendation: Move to accept the donation of \$500 for the Operation Aware program from the Moorhead Rotary Club and direct a letter of thanks be sent.



3. Substitute Pay (Bergen) Appendix F

Explanation: We have met with administrators from West Fargo and Fargo regarding substitute teacher pay in this area for 1983-84. Both Fargo and West Fargo will be recommending \$46.00 per day (refer to Appendix F-1).

Recommendation: Move to approve the change in substitute pay.

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4. Transportation/Property Services Salary (Lacher) Appendix G

Explanation: The background information for the proposed salary is contained in Appendix G-1.

Recommendation: Move to approve the combining of positions of Transportation, Safety Director and Property Services Supervisor into the title of Property Services & Transportation Supervisor.

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5. ECSU Membership Fee (Trochlil) Appendix H

Explanation: Membership fee for the school year 1983-84 is \$400.00. Types of services available to the membership are: curriculum development; career education; staff development; equipment repair; knowledge bowl; special education services; purchasing; media exchange; driver education simulator laboratories; basic skills; P.E.R. technical assistance and liaison services with Minnesota State Department of Education.

Recommendation: Move to approve membership in the ECSU for the school year 1983-84 at a cost of \$400.00

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6. Personnel (Bergen) Appendix I

New Employees

Greg Hagen - Electronics Instructor, MAVTI, effective August 18, 1983, BA+30 (5) \$20,195.60 (\$18,176.00 base).  
Janet Bootin - Hearing Impaired Teacher, Edison Elementary, effective August 29, 1983, MA (0) \$16,737.  
Bruce Hering - Band Director, Senior High, effective August 29, 1983, BA (2½) \$14,711.  
Lester Tweeton - Refrigeration/Air Conditioning Instructor, MAVTI, effective August 1983, BA (8) \$18,307.

Recalled

Shirley Knatterud - LD Teacher, .5 time, Riverside Elementary and .5 Senior High, BA+45 (9) \$21,706 (based on 1982-83 salary schedule).

Tom Cerar - Elementary Teacher, Riverside, effective August 29, 1983, BA+30 (7) \$19,484.

Leave of Absence

Diane Kahl - English Teacher, Junior High, one-year leave of absence for the 1983-84 school year.

Rod Remsing - Math Teacher, Senior High, extended leave of absence, effective August 29, 1983.

Debera Frey - Teacher/Consultant for the Visually Impaired, Maternity Leave effective November 1, 1983 through February 29, 1984.

Resignations

Susan Boatz - Dental Assisting Instructor, MAVTI, .571 time, effective July 27, 1983.

Janice Duncan - Speech & Language Clinician, Riverside Elementary .5 time, effective July 26, 1983.

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7. AVTI-Bid for Infra Red Heating System (Bergos) Appendix J

Explanation: Bids have been received for the installation of an infra red heating system for two metal buildings. This is part of the energy audit completed in 1981. Appendix J-1 is a tabulation of bids.

Recommendation: Move to award the bid to Advanced Heating and Air Conditioning, Inc., West Fargo, ND in the amount of: Base Bid - \$17,634; Alternative #1 - \$11,805; Total Bid Award - \$29,439.

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8. Interdistrict Cooperation Aid/Levy (Trochlil) Appendix K

Explanation: The members of the Clay County Vocational Center are planning to present the State Department of Education with proposals to authorize levy of \$50/student to a maximum of \$50,000 for joint efforts in curriculum offerings from among those listed in the application found in Appendix K-1. The application will provide flexibility for Interdistrict Cooperation.

Recommendation: This item is for discussion only.

Explanation: Appendix L-1 is the 1983-84 Preliminary Budget, 1982-83 Budget, 1981-82 Budget and Actual Expenditures, and 1980-81 Actual Expenditures for all funds K-12, Townsite Centre and Adult Vocational and other AVTI funds having been previously approved.

The packet includes 1983-84 Budget Assumptions along with revenues, expenditures and unappropriated fund balances for each fund.

Due to the property tax shift the fund balances are no longer an indication of relative financial health of the school district. A fund balance of nearly \$1,500,000 is needed now in the General Fund to reflect a zero fund balance condition in previous years.

We will be revising the preliminary 1983-84 budget based on 1982-83 actuals and actions of the Board of Education.

Recommendation: For information only.

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FOR YOUR INFORMATION

Appendix Z

1. News Reporter - The Forum - Sid Spaeth will replace Craig McEwen who has been assigned to Northwestern Minnesota to cover 'all kinds of news'. A special 'thanks' needs to go to Craig as we feel he has done an outstanding job in reporting the school news.
2. Minutes of Region I-ESV for June 23, 1983 - Appendix Z-1
3. CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>
Teacher Negotiations	Monday, August 8	7:00 p.m.	Board Room Townsite
Vocational Ed. Conference	Wednesday- Friday, August 10-12	All Day	Mpls.
Northern Plains Labor Management Committee	Wednesday, August 10	7:30 a.m.	Biltmore Fargo
MSBA Management Conference	Thursday & Friday, August 11-12	All Day	Mpls.

ADDENDUM

August 9, 1983

6. Personnel

(Bergen)

Appendix I

New Employee

Vickie Wangberg - EMH Teacher, Washington Elementary,  
effective August 29, 1983, BA+30 (6) \$18,830.

Susan Petron - Chemistry/Physical Science Teacher, Senior  
High, effective August 29, 1983, BA (0) \$13,077.

Recalled

Karyn Hanson - English/German Teacher, Junior High, .429 time,  
effective August 29, 1983, MA+30 (13) \$11,612.17  
(\$27,068 base).

Resignation

Sandy Wooten - Principal's Secretary, Washington Elementary,  
effective August 5, 1983.

Patricia O'Connell - Interpreter, effective August 6, 1983.



MEMO # I-84-25

TO: Board of Education

FROM: Bob Jernberg

SUBJECT: Foreign Language Experience Proposal

DATE: July 25, 1983

Dr. Trochlil and I have had further discussions regarding the proposal for an elementary language experience at Probstfield School. We will begin the process of implementing this pilot program in order to employ staff unless the Board has major concerns unanswered.

Howard Murray, Probstfield Advisory Committee, Mrs. Pesola (Concordia Elementary Language Instructor), Lynn Prom, Dr. Trochlil and I discussed the following and we are satisfied that a pilot program will be an asset to our district.

1. Time - The current schedule and proposed alternate schedule for the 9 week language program are as follows:

Suggested Minimum Time Allotments

	<u>Grades 4, 5, 6</u>	
Opening Exercises, Discussions and Planning	10	5
Reading	70	65
Language Arts (English, Spelling, Handwriting)	50	45
Library	10	10
Mathematics	45	45
Science	35	35
Social Studies	35	30
Physical Ed.	30	30
Music	20	20
Art	15	15
Health	15	15
Other	10	
Total Day	345	345



MOORHEAD PUBLIC SCHOOLS  
Moorhead, Minnesota

Budget  
(Year)

PROPOSAL FORM

7

NAME OF BUILDING: Probstfield Elementary

TOPIC OF PROPOSAL: Foreign Language Experiences

SUBMITTED BY: Howard Murray DATE: May 17, 1983

SUBMITTED TO: Robert Jernberg  
Director of Curriculum  
Moorhead School District #152

PERSON RESPONSIBLE TO RECOMMEND  
TO SUPERINTENDENT: Robert Jernberg

Recommendation (by person responsible):

Approve ☐ Disapprove ☐ Hold ☐ Refer to Cabinet ☐

Date \_\_\_\_\_

Complete a description of your program proposal. All six (6) areas must be addressed. Information in support of your proposal should be as comprehensive as possible.

1. Describe the proposal for funding.

Since our world is a global village in which our very survival depends upon understanding other peoples and other languages, the Probstfield School Advisory Board is proposing a foreign language pilot program to be initiated for all Probstfield students in grades 4, 5, and 6. The program, called FLEX (Foreign Language Experiences) would involve students for a 9 week block of time. They would receive formal language instruction in one of three languages (French, German or Spanish), from a certified foreign language teacher for approximately thirty minutes, five days a week. The Advisory Board has agreed to support the program for \$1,000; if the school district will finance the remaining costs. Hiring a qualified instructor on a salary cost basis would mean a very moderate cost for the district.

2. Explain in detail the rationale or purpose of the proposal.  
(Please relate, if possible, your rationale to the previously identified high priority problems of your school.)

The question could be asked, "Why teach a foreign language in the Elementary school? The answer:

- a. Young students have a gift of mimicry that older students have lost.
- b. Learning a foreign language reinforces the English language.
- c. Foreign Language is a part of the total world of learning
- d. Learning another language helps students become aware of and learn to appreciate other cultures.

3. State the negative implications if the proposal is not approved.

- a. If there is no foreign language program in the elementary school, less students enroll in a foreign language in the junior or senior high school. (Studies have shown that elementary programs "feed into" junior/senior high foreign language classes.)

- b. Young students may continue to think of their world in a limited, narrow way, which tends to foster prejudice and understandings about other people and cultures.

4. List alternative actions available if this proposal is not approved. (It is assumed that any alternative listed is less desirable than the proposal.)

If the school board or/and the administration do not approve the proposal, the foreign language program, as written will be dropped, for the present.

5. Estimate the cost implications of this proposal on the following chart.

PROPOSAL BUDGET

PERSONNEL	Pos. Req.	Number* Requested	Salary Requested	Reimbursement (Fed/State)	Actual District Cost	Total Cost
Administrators						
Teachers		8.16*	900.00	----	2,700.00	2,700.00
Clerical						
Aides: No. & Hrs/Day						
Teacher Aides						
Noon Aides						
FRINGE BENEFITS		Total Salaries	X	20%		none
SUPPLIES		3	200.00		600.00	600.00
CAPITAL OUTLAY**						
OTHER EXPENSES						
TOTAL PROPOSAL COST						3,300.00
Comments on budgetary items:						
\$3,300.00 less 1,000 = \$2,300.00 District Cost						
The \$1,000.00 - Probstfield Advisory Committee Fund Raiser Committee.						
* 3 Teachers at 45 days for 1.5 hrs						

\*F.T.E. (full-time equivalent)

\*\*Equipment, remodeling, site improvement, etc.

6. Suggested timeline for implementation.

The following time line is proposed:

Written goals & objectives - September 1, 1983  
Hiring of a foreign language teacher - July, 1983  
Orientation of classroom teachers - September 1, 1983  
First foreign language class - September 15, 1983  
Evaluation - May, 1984

7. Recommendation Rationale (if necessary):

The Probstfield Advisory Board would like the acceptance of this proposal by the school board and the Administration, before proceeding with the program.



POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: GCEA DATE ADOPTED: 8-9-80
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SUBSTITUTES & LONG-TERM SUBSTITUTES

The basic rate of pay for substitutes will be established by the Board of Education. Substitutes who are employed for less than ten (10) consecutive days in one position shall be paid ~~\$44.00~~ <sup>\$46.00</sup>. The salary for substitutes working ten (10) or more consecutive working days shall be ~~\$70.00~~ <sup>\$73.00</sup> per day. Leaves of absence which are known to be forty-five (45) consecutive days or more will be treated as regular teaching vacancies, and long-term substitutes for those positions shall be paid at the same rate as a regular full-time teacher.

Revisions: 8-12-81  
8-10-82



M-B83-285

TO: Dr. Trochlil  
Board of Education

FROM: Robert Lacher

SUBJECT: Combining Positions of Transportation, Safety Director and  
Property Services Supervisor.

DATE: June 14, 1983

Upon reviewing Mr. Kaste's memo of June 3, 1983 which is attached and making an analysis of cost comparisons per resident pupil unit of Moorhead Public Schools and the salary structure for the positions in the 20 districts of comparable size I would make the following recommendation. That the 1983-84 school year we combine the two positions with the title of Property Services and Transportation Supervisor. This position would assume the responsibilities outlined in the new job description which is attached.

In consideration in assuming the supervisory position in transportation, AV repair and safety, and past job performance, I would recommend that the 83-84 school year salary for Mr. Kaste be \$28,000. The position would be below the midpoint for transportation supervisory in comparable districts and somewhat above the midpoint for Buildings and Grounds Supervisors. Taking into consideration the supervision and assistants positions of the comparable districts the average cost for supervision is \$34,000.

This will mean a reduction of \$14,000 in the General Fund and in the Transportation Fund.

Thank you.

Attached  
Memo M-B83-280  
Range for 1982-83 Salary Comparisons  
Comparable Costs

M-B83-280

TO: Robert Lacher

FROM: Orv Kaste

SUBJECT: Salary Analysis of Building and Grounds and Transportation

DATE: June 3, 1983

Please find attached information on salaries.

Salary comparisons on the twenty comparable districts for both building and grounds and transportation. Average salary for building and ground supervisors is \$26,125. All supervisors as well as assistants are currently earning more than my salary. In the ranking, Moorhead is lowest pay, and the districts ranked second, third, fourth and fifth all have assistants. It should also be noted that five supervisors have similar experience and have an average pay of \$26,991 per annum. Elk River, who is currently in the market for a building and grounds supervisor, indicated starting salary to be \$25,000 - \$30,000. These figures reflect building and ground responsibilities only and does not reflect any extra for transportation or AV repair.

Also attached you will find a supervisors salary schedule, as well as operation and maintenance costs for 21 districts. You will note Moorhead is lowest in cost.

An increase of \$9,000.00 for the combined position of building and grounds, transportation and AV repair, would still reflect a net savings of \$21,215 for the district. There would also be some savings to the general fund for dollars charged to the transportation budget.

Thank you.

OK:ckj

cc: Dr. Trochlil

BUILDING AND GROUNDS

District	Title	Salary	Exper.	Rank	Enrollment
Albert Lea	Supv. Bldg & Grds.	27,500	11	11	4,825
Austin	Supv. Bldg & Grds.	23,287	9	4	4,350
	Supv. Custodians	23,287	8		
	Total	46,574			
Bemidji	Supv. Bldg & Grds.	22,130	25	3	4,500
	Supv. Engineer	23,860	25		
	Supv. Custodians	22,754	25		
	Total	68,744			
Brainerd	Supv. Bldg & Grds.	29,000	8	18	5,698
Columbia Hts.	Supv. Bldg & Grds.	28,625	7	17	4,040
Elk River	Supv. Bldg & Grds.	27,562	36	12	5,000
Faribault	Supv. Bldg & Grds.	29,064	24	19	3,843
Forest Lake	Supv. Bldg & Grds.	30,000	3	20	6,400
Grand Rapids	Supv. Bldg & Grds.	26,000	0	8	4,854
Hastings	Supv. Bldg & Grds.	26,652	37	9	4,542
	Assistant Director	22,800	2		
		49,452			
Hibbing	Supv. Bldg & Grds.	25,250	0	6	3,900
Mankato	Supv. Bldg & Grds.	20,355	25	2	6,200
	Supv. Custodians	20,355	25		
	Total	40,710			
Minnetonka	Supv. Bldg & Grds.	27,809	3	13	4,500
	Assistant	24,765	4		
	Total	52,574			
Moorhead	Dir. Property Serv.	19,296	3	1	4,684
Owatonna	Supv. Bldg & Grds.	28,090	11	15	4,121
Richfield	Supv. Bldg & Grds.	28,000	18	14	5,286
Spr. Lk. Park	Supv. Bldg & Grds.	25,900	6	7-tie	4,000

B83-280B

Page 3

Building and Grounds contd.

<u>District</u>	<u>Title</u>	<u>Salary</u>	<u>Exper.</u>	<u>Rank</u>	<u>Enrollment</u>
St. Louis Pk.	Supv. Bldg & Grds.	25,900	0	7-tie	5,049
Wayzata	Supv. Bldg & Grds.	26,697	4	10	6,513
W. St. Paul	Supv. Bldg & Grds	28,200	20	16	4,244
Winona	Supv. Bldg & Grds.	23,300	4	5	4,350
	Supv. Custodians HS.	19,950			
	Total	43,250			



## TRANSPORTATION DIRECTOR

District	Title	82-83 Salary	82-83 LANK	Exper	Enrollment
Albert Lea	- All Contracted	-	-	-	4,825
Austin	- All Contracted	-	-	-	4,350
Bemidji	Trans. Director	29,500	11	8	4,500
Brainerd	Trans. Comm. Serv.	36,000	14	18	5,698
Columbia Hts.	- All Contracted	-	-	-	4,040
Elk River	Trans. Director	20,769	1	10	5,000
Faribault	Trans. Director	29,020	10	16	3,843
Forest Lake	Trans. Director	26,579	6	13	6,400
	Flect. Manager	24,084	4	2	
Grand Rapids	Trans. Director	27,809	9	36	4,854
Hastings	- All Contracted	-	-	-	4,542
Hibbing	Trans. Director	21,960	2	5	3,900
Mankato	- All Contracted	-	-	-	6,200
Minnetonka	Trans. Director	27,343	8	5	4,500
Moorhead	Trans. Director	30,215	13	18	4,684
Owatonna	- All Contracted	-	-	-	4,121
Richfield	Trans. Director	22,392	3	29	5,286
Spr. Lk. Park	Trans. Director	30,000	12	1	4,000
St. Louis Pk.	- All Contracted	-	-	-	5,049
Wayzata	Trans. Director	24,700	5	1	6,513
W. St. Paul	Trans. Director	27,080	7	5	4,244
Winona	- All Contracted	-	-	-	4,350



# OPERATIONS AND MAINTENANCE

1. Moorhead	174
2. Owatonna	179
3. Forest Lake	182
4. Hastings	210
5. Brainerd	214
6. Columbia Heights	217
7. Albertlea	219
8. Winona	219
9. Bemidji	223
10. Wayzata	230
11. Mankato	245
12. Minnetonka	247
13. Faribault	248
14. ELk River	259
15. West St. Paul	280
16. Austin	283
17. Spring Lake Park	308
18. Richfield	315
19. Grand Rapids	321
20. Hibbing	343
21. St. Louis Park	346

Average	250.57
Moorhead	174
Difference	76.57
Add \$ Exp.	427,269

M-B83-280D

TITLE: Property Services, Transportation, Safety  
and Audio-Visual Repair Director

DEPARTMENT: Business Affairs

ACCOUNTABLE TO: Assistant Superintendent Business

PRIMARY OBJECTIVE OF POSITION

To supervise a program for the equipping, care and maintenance of school property which will support educational objectives at the lowest possible cost consistent with the needs of the school district.

MAJOR AREAS OF ACCOUNTABILITY

1. Developing and implementing a schedule of work for employees and to assure them the maximum, productive utilization of man hours available.
2. Arrange for necessary coverage in emergency situations due to breakdown of equipment or illness of employees.
3. Defining the authority and responsibility assigned to each employee so they may proceed with certainty to effectively perform their work assignments.
4. Evaluating the work performance of personnel as a basis for counseling and motivating them to improve their performance. Involve building principals, head custodians and others where appropriate.
5. Interviewing, screening and recommending for employment needed personnel.
6. Making changes of assignment for personnel in compliance with contract terms when such changes are in the best interest of the personnel and/or the school district.
7. Maintaining appropriate records of time worked for all personnel assigned.
8. Determining needs, planning in-service training programs and conducting such programs.
9. Receiving phone calls and visits from the public with regard to questions concerning areas of responsibility, receiving complaints in courteous manner and providing answers to their questions to the best extent possible.
10. Preparing and recommending an annual budget for services to the Business Office.
11. Establishing a periodic preventive maintenance program for equipment to avoid breakdowns and the need for costly repairs.
12. Certify invoices for payment.

13. Prepares monthly payroll and other reports as required by the school accounting and payroll department.
14. Recommending changes that would improve the educational program and the supporting services in the school district.
15. To represent the school district in legal matters regarding areas of responsibility.
16. Attends appropriate committee and staff meetings including school board meetings as needed or requested.
17. To meet and confer with county and state energy officials regarding fuel allocations.
18. Assist at bid specification writings and bid openings.
19. Maintaining records regarding the program and preparing necessary reports for other governmental agencies and to support claims for reimbursement aid from the state where applicable.
20. Representing the school district as an information center on matters concerning district policy on transportation, district boundaries, precinct boundaries, etc.
21. Implementing a planned program of maintenance of the school buses and vehicles including regular routine inspection and a thorough annual inspection.
22. Implementing necessary safety training programs for drivers and riders in compliance with U.S. Department of Transportation, Highway Safety Program Standard No. 17.
23. Representing the school district in the administration of contracts with private operators for transportation services.
24. To assist all drivers in reporting stop arm violations and filing complaints with county and city officials.
25. Provides direction and leadership in solving discipline problems occurring on school buses.
26. Planning and coordinating bus schedules for students, including arranging for field trips, activity buses and other special purpose transportation needs.
27. Plans and supervises all regular and migrant summer school transportation.
28. Develops specifications for insurance coverage on school vehicles, receive bids and recommends carrier.
29. Acts as liaison with National Weather Service and County Civil Defense Director for decisions on school closing during inclement weather.



30. Acts as liaison with contractor for consultation on road hazards and decisions on school closings during inclement weather.
31. To work closely with county and township officials regarding road maintenance, snow removal, culvert and bridge repairs on all school bus routes.
32. Obtain quotations and/or bids on vehicle repairs and supplies.
33. Schedules and supervises the use of school vehicles for staff and administration.
34. Make annual building surveys and invite the participation of building principals and head custodians in the preparation of a preliminary budget.
35. Preparing of specification on buildings and grounds improvement projects which do not require the services of a professional engineer, and obtaining bids and quotations for performance of work.
36. Contract for structural and mechanical repairs.
37. Developing and maintaining energy consumption and conservation records.
38. Supervising annual sale and disposal of obsolete and surplus equipment within the district.
39. Maintain inventory control on custodial supplies and prepare specifications and/or bids on same.
40. Responsible for safety programs dealing with all forms of transportation, pedestrian movements, and in accordance with OSHA requirements make recommendations as they relate to school sites and facilities.
41. The safety director shall be responsible for the identification of violations of the OSHA requirements and other requirements as set forth by agencies that govern safety. However, he/she shall not be held categorically responsible in this school district for omissions in reporting hazards as mentioned above to the Assistant Superintendent of Business, but will do what is humanly possible in identifying hazards to safety.
42. To make regular periodic inspections of all equipment, tools, work areas, safety, and exit signs, lighting, ventilation, etc.
43. To work closely with the school patrol director relative to school crossings.
44. Maintain accurate records (and private reports) of work related accidents, injuries, deaths and occupational illness. Minor injuries requiring only first aid treatment must be reported to the building supervisor (cuts, sprains, and bruises).

45. Prepare and fill out the annual MOSHA report.
46. To work closely with the Law Enforcement regarding school stop signs and automatic signals in school areas.
47. Supervise and conduct statewide tornado drill.
48. Coordinate and maintain the repair and work orders from instructional media center.
49. Performs other duties and assumes other responsibilities as directed by assistant superintendent for Business.

#### COMMUNITY - SCHOOL RELATIONS

Talk with parents and taxpayers on the phone and in person, providing answers to their questions concerning the transportation service and other school matters.

Encourage all personnel under his/her supervision to recognize their responsibilities to the students, parents and the public supporting the school district.

#### WORK DIRECTION OF OTHERS

May give work direction as required to the personnel of three private owner school bus companies and others engaged for special projects.

May give work direction as required to architects, contractors, and others engaged for special projects.

#### RESPONSIBILITY FOR WORK OF OTHERS

Direct supervision over -

- Assistant to Property Services & Transportation Director
- Bus drivers
- Bus garage foreman
- Driver for school delivery
- Maintenance Assistant
- District Maintenance
- Head Man - all schools

Indirect supervision over -

- Custodians

Terms of Employment:

- 40 hour work week
- Hours - 8:00 a.m. - 4:30 p.m. (or as needed to complete the task.)



WEST CENTRAL  
EDUCATIONAL COOPERATIVE SERVICE UNIT

MEMORANDUM OF AGREEMENT

JULY 1983

MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT entered into on the dates indicated hereinbelow by and between Independent School District No. \_\_\_\_\_ and such others as may wish to enter (whose boundaries coincide with Region Four, as identified in Governor's Executive Order 8, September 1, 1971, said parties being here after referred to as "the school districts" or "the members"),

WITNESSETH THAT:

WHEREAS, the members are organized for the purpose of providing public school education for persons within their geographical boundaries, and

WHEREAS, each of the members is interested in acting jointly to provide those educational programs and services which are determined to be priority needs which arise from fundamental constraints upon individual school districts, and to supplement the educational program of local school districts in those areas of special need or areas of low incidence of pupils and enrollments, and

WHEREAS, the school districts are eligible to organize a joint board pursuant to Chapter 8, Laws of 1976, and other applicable statutes for such purposes:

NOW, THEREFORE, each of the parties hereto hereby agrees with the other parties hereto as follows:

1. The members intend hereby to jointly and cooperatively organize a joint school board (hereinafter intitlled "the board"), pursuant to the board authority contained in Chapter 8, Minnesota Laws, and other statutes generally applicable to independent school districts, for the purposes of organizing, establishing, financing, maintaining, and operating an Educational, Cooperative Unit.

2. Each member signatory hereto has been duly authorized by its school board to execute this AGREEMENT.

3. Each member shall have the right to nominate and participate in the election of a board of directors pursuant to the act. The board shall have the following rights, powers, and privileges:

- A. Elect a chairman, a vice-chairman, a clerk, and a treasurer.
- B. To adopt bylaws which shall provide for the following:  
the date of the annual meeting, the term of office of the board of directors, meetings of the Board, voting procedures, quorums, and such other matters of organization, form, and procedure which the Board may deem necessary.
- C. To establish one or more bank accounts and function as an entity separate and apart from any of the members.
- D. To receive funds from members, as contributions in establishing and operating the Board and to disburse funds to carry out the purposes of the Board in the manner provided by law for the disbursement of funds

by school districts in the State of Minnesota

- E. To let contracts and to make purchases in conformance with the laws applicable to contracts and purchases of independent school districts in the State of Minnesota. Funds of the Board shall be accounted for, and reports on all receipts and disbursements shall be made, in the manner applicable to independent school districts of the State of Minnesota.
- F. To make application for, and to receive, appropriate educational funds, materials, and services under any Federal or State Legislation which may now be in existence or may be enacted hereafter by the Congress of the United States or by the State of Minnesota for the benefit of the school districts and the teachers and students resident therein.
- G. To employ such persons, purchase such materials and supplies, lease, purchase or build facilities to adequately store and distribute and/or provide educational materials and services; to enter into all necessary contracts, agreements, and arrangements to accomplish the purposes of the school districts hereunder the laws of Minnesota as may be necessary from time to time hereafter.

Withdrawal  
by any School  
District

- 4. Any member may withdraw from this agreement and cause its representatives to cease to function in such capacity upon thirty (30)



days written notice given to the Regional Director, such notice to be accompanied by a certified copy of the appropriate resolution of the school board authorizing and directing such withdrawal of such member from the ECSU. Any such withdrawal shall be effective at the end of the fiscal year.

Title

5. The Board shall take title in its name to all property acquired by it.

Amendment of  
Agreement

6. This AGREEMENT may be amended by an instrument executed by the parties hereto. The proposed amendment shall be recommended by a member and notice of the proposed amendment and copy thereof shall be sent by mail to each member of the ECSU not less than 60 days before the proposed effective date of such amendment, which date shall be stated in the amendment. If such amendment is not acceptable to any member, such member's written objection shall not become effective until it has been approved and executed by not less than two-thirds of all members.

Dissolution  
of Joint  
Board

7. The Board shall continue in existence until two-thirds of its members determine upon dissolution at an annual meeting or special meeting called for the purpose of considering dissolution.

Distribution  
of Property  
Upon Dis-

8. Upon dissolution of the Board, all its property remaining after payment of, or reservation for debts and liabilities shall be divided among all school districts which have at anytime been members of the board or among the remaining members of the joint board as a majority of the members of the Board at the time of dissolution may determine at its discretion.

Moorhead AVTI  
1983-84 Repair and Betterment

Priorities -- July, 1983

- |   |           |           |
|---|-----------|-----------|
| 1. Carpentry building--retro heating system to infra red<br>(bid opening July 25)<br>Estimate                                 | 18,000.00 | 17,634    |
| 2. Boiler repair -- or install infra red heat in other steel<br>building (savings - and boiler could wait a year)<br>Estimate | 15,000.00 | 11,805.00 |
| 3. Boiler repair - Estimate   | 10,000.00 |           |
| 4. Vestibules - Estimate  | 13,000.00 |           |
| 5. Miscellaneous repair (125,841 x \$.07)   | 8,809.00  |           |
| 6. Tile floor in restrooms (main) - Estimate  | 2,000.00  |           |
| 7. Remodel bathrooms - T & I areas<br>(sex equity) - Estimate   | 3,000.00  |           |
| 8. Landscaping - and/fence  | 3,000.00  |           |

\$ 72,809

MOORHEAD . EA VOCATIONAL TECHNICAL INSTITUTE  
HEATING RENOVATION  
INDEPENDENT SCHOOL DISTRICT NO 152  
Moorhead, Minnesota

TABULATION OF BIDS

2:00 P.M. C.D.T.  
Monday, July 25, 1983

Foss Associates  
Architecture, Engineering & Interiors  
Moorhead, Minnesota

Project No. 7841-59

BIDDERS	BOND	CHECK	ADDENDUM	BASE BID - CARPENTRY SHOP WORK	ALTERNATE NO. 1 MAINTENANCE SHOP WORK	REMARKS
Advanced Heating & Air Cond., Inc. *	X			\$17,634.00	\$11,805.00	
West Fargo, North Dakota						
Robert Gibb & Sons, Inc.	X			\$21,276.00	\$13,792.00	
Fargo, North Dakota						
Laney's Plumbing & Heating	X			\$21,750.00	\$13,921.00	
Fargo, North Dakota						
Sherman, Inc.	X			\$23,080.00	\$14,192.00	
Fargo, North Dakota						
Wess Piping, Inc.			NONE	No Bid		
Moorhead, Minnesota						
West Fargo Plumbing & Heating, Inc.	X			\$20,956.00	\$12,894.00	
West Fargo, North Dakota						
Wrigley Mechanical, Inc.	X			\$21,450.00	\$12,950.00	
Fargo, North Dakota						

\*Apparent Low Bidder

401102



Minnesota State Department of Education  
Capitol Square □ 550 Cedar Street □ St. Paul, Minnesota 55101

TO: Superintendents of Eligible Districts

FROM: Daniel Loritz, Director  
School District Organization/Transportation/Facilities  
612-296-1382

DATE: June 21, 1983

SUBJECT: Application for Approval - Interdistrict Cooperation Aid/Levy

The 1983 Legislature has authorized certain school districts to use a newly created aid/levy to help them strengthen their educational program, especially at the secondary level.

The aid/levy was passed in conjunction with two additional, rather significant, pieces of legislation. The first requires the State Board of Education to study and report to the legislature by October 1, 1983, on the date for curriculum and graduation requirements and to include recommendations for the monitoring and enforcement of these requirements. By September 1, 1984 the State Board is directed to adopt rules which will insure that a minimum comprehensive educational program is available to all public school students. These rules will take effect during the 1985-86 school year. The second legislative change authorizes the school districts which enroll less than 375 students in grades 7-12 to discontinue those grades and enter into tuition agreements with other school districts to educate their secondary students.

It is clear, I believe, that the legislature has also recognized that the increasing of curriculum and graduation requirements will be difficult for many small districts and, without the above noted provisions, might well mean that a school district could no longer operate. The \$50 per pupil unit in the aid/levy authorization and the tuition agreement provision gives school districts an opportunity to provide a minimum comprehensive program without the fear of consolidation or some other major reorganization. The aid/levy from this law will be certified in October, 1983 and available for the 1984-85 school year.

The application and related materials for this aid/levy are due in the Department of Education by August 15, 1983. This rather short time line is necessary because your levy must be certified in October. Because of this short time line I encourage you to consider developing a preliminary cooperation agreement and a three-year curriculum improvement plan and include it with this year's application. This will allow you the 1983-84 school year to more fully plan for the implementation of your cooperative programs. In the event you wish to begin implementation of the program this fall (which is acceptable), it is my understanding that the UFARS Council will recommend that this aid/levy be recognized as revenue for 1983-84, even though funds are not available until 1984-85.



June 21, 1983  
Page 2

I hope it is clear that this aid/levy has been enacted to help you move toward a minimum comprehensive program by 1985-86. Attached to this memo is a list of common questions concerning the aid/levy. You may wish to review them prior to completing your application. In addition there is a copy of the minimum comprehensive secondary school program recommended by the State Board of Education. This was prepared as a guide for school districts. I strongly urge you to consider these as you plan for an increase/expanded curriculum offerings by 1985-86.

In order to streamline the application procedure as much as possible, I have developed an application form that will allow you to indicate your first-year instructional cost, and assurance concerning PER and your increased curriculum offerings. You will only need to attach a copy of your cooperation agreement and your three-year curriculum plan to complete the application.

Upon completion of the review, a signed approval will be returned to you. If you have any questions, please contact: Janet Kielb, Specialist, Organizational Alternatives, School District Organization/Transportation/Facilities, (612) 296-1382.

DL:sjb

Enclosures

cc: Ronald Laliberte  
Gary Farland  
Janet Kielb

## COMMON QUESTIONS ABOUT THE INTERDISTRICT COOPERATION AID AND LEVY

1. How much money is really available for our district to use?

You will have the lesser of:

1. \$50 per pupil unit;
2. the estimated instructional cost of the program; or
3. \$50,000.

This means if your estimated costs are \$62,000 and your pupil units will raise \$74,000 you cannot receive more than the maximum \$50,000 regardless of your cost. In another case, if your costs were \$17,000 and your pupil units raised \$34,000 you would only receive \$17,000.

2. Can we begin cooperating during the 1983-84 school year even though the funds are not available until 1984-85?

Yes, the UFARS Council has indicated it will recommend that the revenue obtained from this program be recognized for 1983-84 if you choose to begin early.

3. How technical does the cooperation agreement have to be?

There is no standard form for the agreement. We recommend that it be to your needs. It does not have to be in agreement as specified under M.S. 122.541.

4. Can we submit one copy of the three-year plan and a description of the proposed increase in curriculum offerings for all cooperating districts?

Yes. If the cooperation plan will have the same affect on all districts, the same plan and description can be attached to all applications. If it does not, you may submit that part which is common with an addendum showing the other specifics for your district.

5. Does each district have to submit its own application?

Yes. Because of the aid/levy provisions a separate application showing the cost to each district is required, however, this can be simplified by seeing item 4 above.

6. What is the definition of "instructional costs"?

Instructional costs consists of all activities dealing directly with the delivery of instruction to students including materials and supplies at the kindergarten, elementary and secondary levels.

7. The law indicates "increased" curriculum offerings. What if we will lose course offerings we currently have if we do not have the funds from this levy?

✓ If your three-year plan and description of increased course offerings shows that you would not be able to offer these courses or expand them without the funds you may use the revenue from this aid/levy.

THIS  
APPLICATION  
APPLIES TO  
FISCAL YEAR  
1984-85

APPLICANT DISTRICT	Enter your district name and number in the spaces provided. Estimate the total instructional costs anticipated <u>for your district only</u> . If all cooperating districts have jointly agreed upon one contact person for this interdistrict project, please provide the name and address where requested, otherwise leave the spaces blank.		
	Applicant District Name	District Number	Estimated Total Instructional Costs \$
Name of Contact Person		Address of Contact Person	Telephone (Incl. Area Code)

COOPERATING DISTRICTS Please identify, by name and number, each district cooperating with the applicant district identified above. If more districts are involved than space allows, please identify on a separate page and attach to this application.

<u>DISTRICT NAME</u>	<u>NUMBER</u>	<u>DISTRICT NAME</u>	<u>NUMBER</u>

In addition to completion of this form, consideration of the application requires submittal of the following documents:

- A copy of the three-year plan to improve curriculum offerings, and,
- A copy of the cooperation agreement signed by each superintendent of the cooperating districts, and,
- A description of the proposed increase in curriculum offerings (this requirement may be fulfilled by completing the reverse side of this application).

The curriculum proposed in the three-year plan to improve the district curriculum has been developed in conjunction with the planning, evaluation and reporting (PER) process of Minnesota Statutes 123.741.

X

Signature - Superintendent of Schools or Authorized Official

Dace

FOR STATE USE ONLY: COMMISSIONER OF EDUCATION ACTION

Pursuant to M.S. 124.272 (1983) approval is hereby ☐ Granted for Independent School District Number \_\_\_\_\_

Specific details with regard to the amount of aid / levy for each applicant district will be available from the State Department of Education (School Aid and Levies Section) in September.

Signature - Commissioner of Education / Authorized Representative

Page



7/22/83

MOORHEAD PUBLIC SCHOOLS BUDGETS

1980-81 Actuals

1981-82 Budget and Actuals

1982-83 Budget

1983-84 Preliminary Budget



### 83-84 Budget Assumptions

#### General Fund

- 1) 5235 pupil units
- 2) Foundation aid allowance of 1373
- 3) 8% increase in energy items
- 4) 5% increase in salaries

#### Food Service

- 1) 4.5% decrease in number of lunches due to declining enrollment
- 2) No increase in lunch prices
- 3) Federal lunch reimbursement of .1125 for all type A lunches, 1.065 on all free lunches, and .665 on reduced price lunches.  
State reimbursement of .075 per paid lunch.
- 4) 5% increase in salaries

#### Transportation Fund

- 1) 8% increase in energy items
- 2) 5% increase in salaries

INDEPENDENT SCHOOL DISTRICT #152  
GENERAL FUND BUDGET

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Revised Budget
<b>REVENUES</b>					
<b>Local Sources</b>					
Local Levies	3,713,837	3,183,450	3,043,159	3,890,000	3,830,000
Unemployment Levy	40,782	118,708	118,708	41,932	79,700
County Apportionment	44,313	45,000	45,889	45,000	45,000
Health Service Aid	7,174	-0-	-0-	-0-	-0-
Clay Co. Soc. Serv. Aid	8,331	11,200	11,252	-0-	-0-
Tuition - Drivers Train	17,004	20,000	17,390	20,000	20,000
Student Activity Receipt	30,295	45,000	44,719	56,775	50,000
Rentals	25,185	16,500	42,607	36,000	80,000
Interest	21,643	-0-	109,766	100,000	60,000
Misc. Revenues	49,269	44,000	44,745	46,100	40,000
Trivalley-Migrant	28,009	25,000	24,435	25,000	25,000
	<u>3,985,842</u>	<u>3,508,858</u>	<u>3,502,670</u>	<u>4,260,807</u>	<u>4,229,700</u>
<b>State Sources</b>					
Homestead Credit	1,263,405	1,270,200	1,277,691	1,466,800	1,450,000
Agric. Aid	170,090	189,680	189,680	247,700	240,000
Attached Machinery Aid	42,464	42,470	42,464	42,470	42,470
Foundation Aid-	4,370,833	4,730,000	4,763,575	4,090,000	4,460,000
Foundation Aid-Shared Time	25,085	24,000	27,990	27,800	22,000
Summer School Aid	46,885	4,900	4,929	5,000	5,000
Vocational Educ. Aids	122,341	110,000	114,966	114,000	105,000
Special Educ. Aids	668,359	700,000	829,433	740,000	870,000
Other State Aids	43,596	42,000	40,615	37,300	30,000
Migrant State Aids	10,982	-0-	8,758	-0-	-0-
	<u>6,764,040</u>	<u>7,113,250</u>	<u>7,300,101</u>	<u>6,771,070</u>	<u>7,224,470</u>
<b>Federal Sources</b>					
Title I	180,685	175,000	192,288	180,000	162,340
Title I - Migrant	99,404	80,000	76,070	95,000	95,000
Title 4B	15,984	15,000	16,157	-0-	-0-
Title 4C	80	-0-	-0-	6,900	-0-
PL 94-142 (VIB)	138,227	143,000	152,774	140,000	172,350
Ceta & Other	2,645	3,000	12,689	2,000	-0-
Block Grants			-0-	35,500	35,500
	<u>437,025</u>	<u>416,000</u>	<u>449,978</u>	<u>459,400</u>	<u>465,190</u>
<b>Conversion of Assets</b>					
Sale-Resale Items	9,179	9,000	10,187	9,000	9,000
Sale-Non Resale Supplies	4,693	-0-	-0-	-0-	-0-
Insurance Recoveries	416	-0-	310	-0-	-0-
	<u>14,288</u>	<u>9,000</u>	<u>10,497</u>	<u>9,000</u>	<u>9,000</u>
<b>Interdistrict Revenues</b>					
Special Education	50,262	50,000	71,675	60,000	63,000
Other	3,838	-0-	-0-	-0-	-0-
	<u>54,100</u>	<u>50,000</u>	<u>71,675</u>	<u>60,000</u>	<u>63,000</u>
<b>Transfers</b>					
	<u>-0-</u>	<u>-0-</u>	<u>44,876</u>	<u>-0-</u>	<u>-0-</u>
<b>TOTAL REVENUES</b>	<b>11,255,295</b>	<b>11,097,108</b>	<b>11,379,797</b>	<b>11,560,277</b>	<b>11,991,360</b>
Less Unemployment Levy	(40,782)	(118,708)	(118,708)	(41,932)	(79,700)
<b>TOTAL UNAPPROPRIATED REVENUES</b>	<b><u>11,214,513</u></b>	<b><u>10,978,400</u></b>	<b><u>11,261,089</u></b>	<b><u>11,518,345</u></b>	<b><u>11,911,660</u></b>

INDEPENDENT SCHOOL DISTRICT #152  
GENERAL FUND BUDGET

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Revised Budget
<u>EXPENDITURES</u>					
<u>District &amp; School Admin.</u>					
School Board					
Salaries	6,300	8,400	8,200	8,200	8,400
Contracted Service	22,673	22,000	51,090	24,200	25,000
Other Expense	6,288	6,130	7,690	7,780	8,225
Chargeback	(5,307)	(5,500)	(10,668)	(6,000)	(6,660)
Superintendents Office					
Superintendents Salary	42,200	46,600	46,600	51,260	53,820
Secretarial	16,718	18,660	18,373	20,600	21,630
Contracted Expense	2,422	2,650	2,504	2,920	3,070
Title IX Expense	-0-	-0-	-0-	8,000	8,425
Chargeback	(12,523)	(13,500)	(11,471)	(12,300)	(13,900)
Line Administration					
Personnel	33,225	39,800	39,796	43,900	46,100
Secretary	11,344	12,580	12,574	13,840	14,650
Contracted Expense	1,200	1,560	1,560	1,560	1,640
Curriculum	36,245	12,500	11,434	17,820	41,590
Secretary	11,075	11,770	12,060	12,950	13,710
Contracted Expense	1,240	1,320	724	1,450	1,260
Other	244	-0-	-0-	-0-	-0-
Chargeback	(18,003)	(9,500)	(9,194)	(8,900)	(19,580)
School Administration					
Elementary Principals	146,025	140,590	140,588	145,200	152,460
Elementary Secretaries	103,528	109,960	110,403	112,560	120,000
Secondary Principals	187,610	176,060	170,955	176,630	162,600
Secondary Secretaries	102,791	107,100	90,850	105,500	113,500
Student Help	6,684	6,600	9,364	7,250	15,300
Ceta	1,407	1,000	319	-0-	-0-
Contracted Expense	6,633	11,395	5,322	10,435	15,040
	<u>710,019</u>	<u>708,175</u>	<u>709,073</u>	<u>744,855</u>	<u>786,280</u>
<u>District Support Service</u>					
Business Services					
Admin. Salaries	12,585	13,310	13,790	40,295	42,310
Secretary	7,155	8,040	8,088	11,230	11,890
Other Staff	62,501	68,750	70,184	67,500	72,130
Audit	9,027	13,000	12,265	14,400	14,500
Data Processing	18,138	23,000	21,087	22,200	22,000
Other Contracted Service	3,216	6,600	13,178	12,000	13,000
Supplies	21,365	19,800	21,989	22,000	23,100
Contracted Expense	840	1,200	1,200	1,200	1,260
Other Travel	7,679	6,700	4,330	7,370	7,740
Other Expenses	1,305	1,210	1,453	1,350	1,500
Student Help					6,500
Chargeback	(34,615)	(31,300)	(26,218)	(61,370)	(49,000)
Census	3,031	3,960	3,101	4,360	4,000
Elections	1,441	2,320	2,466	2,550	2,780
Chargebacks	(764)	(1,000)	(419)	(1,100)	(450)
	<u>112,904</u>	<u>135,590</u>	<u>146,494</u>	<u>143,985</u>	<u>173,260</u>



INDEPENDENT SCHOOL DISTRICT #152  
GENERAL FUND BUDGET

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Revised Budget
<u>Regular Instruction</u>					
Kind. Teachers	138,470	154,530	151,286	174,890	185,560
Elem. Teachers	2,023,621	2,094,880	2,107,501	2,291,565	2,340,230
Sec. Teachers	2,701,341	2,702,240	2,665,567	2,421,015	2,540,430
Paraprofess. & Aides	56,929	48,600	49,870	55,790	40,900
Substitutes	87,738	94,400	120,787	95,000	95,000
Lane Changes	-0-	-0-	-0-	-0-	50,000
Supplies	165,206	238,770	154,523	186,800	199,145
Textbooks	83,673	66,170	85,430	64,900	69,875
Altern. School Tuition	33,056	47,000	56,628	59,600	48,700
Other Inst. Expense	76,730	89,480	69,787	83,770	80,280
Repairs & Maint.- Inst. E	13,254	20,630	11,422	22,600	24,275
Athletics	257,206	275,625	256,386	292,945	310,100
Other Activities	32,884	37,420	33,025	41,090	35,930
Block Grant Expenditures	-0-	-0-	-0-	14,565	35,500
	<u>5,670,108</u>	<u>5,869,745</u>	<u>5,762,212</u>	<u>5,804,530</u>	<u>6,055,925</u>
<u>Vocational</u>					
Assessment CCVOC	101,131	105,000	104,795	62,000	92,800
Vocational Salaries				255,160	249,290
	<u>101,131</u>	<u>105,000</u>	<u>104,795</u>	<u>317,160</u>	<u>342,090</u>
<u>Exceptional Instruction</u>					
Title I	179,107	175,000	189,898	180,000	162,340
Gifted Program Salaries	24,743	23,150	23,152	25,240	26,500
Gifted Program - Other	948	1,300	1,638	1,000	1,050
Special Ed Director	32,400	35,820	35,820	39,550	41,530
Consult. & Coordinators	45,541	45,900	45,907	41,680	43,660
Special Ed. Teachers	874,482	971,770	959,815	908,135	977,530
Other certified personnel	119,675	81,960	78,960	90,580	95,110
Aides	53,504	79,800	59,380	88,350	85,840
Summer School Salaries	-0-	34,000	33,021	34,000	37,375
Summer School Other	-0-	1,400	1,423	-0-	2,065
Secretaries	23,356	20,300	20,297	22,330	23,460
Supplies	17,789	25,040	10,316	28,640	17,120
Travel	11,393	12,050	9,598	13,260	8,600
Tuition	40,114	50,000	35,829	40,000	50,000
Other	2,211	610	1,734	670	2,065
Title 6B	132,166	143,000	149,906	140,000	172,350
	<u>1,557,429</u>	<u>1,701,100</u>	<u>1,656,694</u>	<u>1,653,435</u>	<u>1,746,595</u>
<u>Instruct. Support</u>					
Media Center Coordinator	30,310	33,510	33,510	37,000	37,170
Librarians & A/V Coord.	178,802	174,800	170,981	183,265	161,700
Secretaries	-0-	-0-	-0-	18,250	20,025
Media Center Supplies	33,468	34,820	36,534	28,340	30,005
Other Expense	5,265	18,360	9,491	8,600	10,180
Title 4B & Block Grant Exp.	10,369	15,000	16,157	16,260	-0-
Title 4C	-0-	-0-	-0-	6,900	-0-
District Objectives	12,268	31,680	11,319	76,500	75,250
	<u>270,482</u>	<u>308,170</u>	<u>277,992</u>	<u>375,115</u>	<u>334,330</u>
<u>Imm. Education</u>					
Migrant Program	152,548	120,000	122,849	120,000	120,000
Summer School Salaries	94,488	-0-	-0-	-0-	-0-
Other Summer School Exp.	4,934	-0-	-0-	-0-	-0-
Non Public School Block Grant	-0-	-0-	-0-	2,920	-0-
	<u>251,970</u>	<u>120,000</u>	<u>122,849</u>	<u>122,920</u>	<u>120,000</u>



INDEPENDENT SCHOOL DISTRICT #152  
GENERAL FUND BUDGET

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Revised Budget
<u>Pupil Support Services</u>					
Guid. & Counseling Sals.	140,018	156,250	160,372	169,500	177,980
Counseling Supplies	1,606	3,670	5,738	3,730	4,270
Block Grant Expense	-0-	-0-	-0-	1,670	-0-
School Patrol Coordin.	2,140	2,920	3,219	2,600	2,400
Nurses Salaries	35,763	39,800	40,233	44,010	46,210
Health Services Sec.	23,423	25,330	23,527	27,265	28,570
Health Service Travel	1,631	1,795	1,776	1,990	1,920
Other	1,091	3,640	965	3,400	3,090
Chargeback	(6,065)	(5,300)	(6,554)	(5,800)	(7,000)
	<u>199,607</u>	<u>228,105</u>	<u>229,276</u>	<u>248,365</u>	<u>257,440</u>
<u>Site Buildings &amp; Equipment</u>					
Supervisor Salary	10,768	15,480	17,498	19,300	20,270
Custodial Salaries	448,891	445,200	466,866	475,650	520,040
Contracted Services	42,316	49,260	40,353	54,200	56,910
Fuel for Buildings	239,006	242,910	260,309	268,080	297,110
Electricity	89,147	94,370	79,296	104,960	114,360
Other Utilities	38,677	41,970	41,898	42,800	45,170
Supplies	42,035	62,400	62,883	66,650	69,990
Supplies - Vehicles	16,922	15,600	14,307	17,940	15,380
Other	6,829	4,000	3,767	4,400	4,620
Office rental	22,636	31,000	20,791	24,000	25,000
Chargeback	(67,792)	(36,000)	(37,409)	(39,600)	(40,500)
	<u>889,435</u>	<u>966,190</u>	<u>970,559</u>	<u>1,038,380</u>	<u>1,128,350</u>
<u>Other Programs</u>					
<u>Employee Benefits</u>					
Retirement	106,502	120,000	114,558	126,000	126,000
Insurances	351,345	400,000	373,019	397,300	383,000
Workmens Compensation	43,983	50,000	38,864	45,000	44,000
Sabbaticals	-0-	25,000	17,313	-0-	25,000
Severance Pay	63,063	75,000	50,049	75,000	75,000
Unemployment	41,932	60,000	61,103	66,000	60,000
Outplacement Program	2,500	-0-	-0-		
Other Insurance	35,592	43,670	36,369	48,000	39,900
Interest	260	2,000	1,715	1,000	1,000
Chargeback	(5,785)	(5,500)	(6,400)	(6,710)	(7,045)
	<u>639,392</u>	<u>770,170</u>	<u>686,590</u>	<u>751,590</u>	<u>746,855</u>
<u>Transfer to Other Funds</u>					
To Food Service	83,975	-0-	15,032	-0-	-0-
To Transportation	6,091	-0-	-0-	-0-	-0-
	<u>90,066</u>	<u>-0-</u>	<u>15,032</u>	<u>-0-</u>	<u>-0-</u>
TOTAL Expenditures & Trans.	10,492,543	10,912,245	10,681,566	11,200,335	11,691,125
Unemployment Exp.	(41,932)	(60,000)	(61,103)	(66,000)	(60,000)
OTAL UNAPPROPRIATED EXPENDITURES & Transfers	<u>10,450,611</u>	<u>10,852,245</u>	<u>10,620,463</u>	<u>11,134,335</u>	<u>11,631,125</u>

INDEPENDENT SCHOOL DISTRICT #152  
GENERAL FUND BUDGET

	1980-1981	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Revised Budget
<u>CHANGES IN FUND BALANCE</u>					
Beginning Unapp. Fund					
Balance (Deficit)	(275,482)	342,420	342,420	723,424	1,107,434
Prior Period adjust; taxes	-0-	-0-	(242,622)		
and Health Insur.					
Revenues	11,214,513	10,978,400	11,261,089	11,518,345	11,911,660
Expenditures	(10,450,611)	(10,852,245)	(10,620,463)	(11,134,335)	(11,631,125)
Approp. for Severance					
Pay	(146,000)	-0-	(17,000)	-0-	-0-
Ending Unapp. Fund Bal.	<u>342,420</u>	<u>468,575</u>	<u>723,424</u>	<u>1,107,434</u>	<u>1,387,969</u>

INDEPENDENT SCHOOL DISTRICT #152  
FOOD SERVICE FUND BUDGET

	1980-1981	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Revised Budget
<u>REVENUES</u>					
Local Sources					
Sale of Lunches & Milk	288,583	306,730	312,281	320,390	297,525
State Sources					
State Lunch Aids	18,715	15,950	24,805	18,090	21,400
Federal Sources					
Lunch & Milk Aids	189,451	129,300	134,476	144,555	151,715
Commodities	84,375	60,000	70,278	73,600	70,000
	<u>273,826</u>	<u>189,300</u>	<u>541,840</u>	<u>218,155</u>	<u>221,715</u>
Transfers From Other Funds					
Transfer from Cap. Outlay	4,207	16,400	11,472	10,000	10,000
Transfer from Gen. Fund	83,976	-0-	15,032	-0-	-0-
TOTAL REVENUES & TRANSFERS	<u>669,307</u>	<u>528,380</u>	<u>568,344</u>	<u>566,635</u>	<u>550,640</u>
<u>EXPENDITURES</u>					
Pupil Support Services					
Food Service Program					
Supervisors Salary	16,270	17,970	20,485	22,620	23,750
Food Service Salaries	139,378	130,000	142,479	125,000	137,000
Custodial Salaries	14,971	4,165	4,199	4,620	4,900
Noon Hr. Supvrs. Salaries	17,734	16,600	20,731	10,000	12,000
Purchased Food	128,645	135,000	130,250	157,000	134,000
Milk	81,112	73,000	68,980	70,000	70,000
Commodities	94,316	75,000	70,278	73,600	70,000
Supplies	13,361	9,200	9,621	10,600	13,000
Utilities & Other Dis. Serv.	56,830	16,500	16,410	26,560	27,890
Other Expense	9,030	6,400	7,315	9,500	13,800
Equipment	4,206	16,400	11,472	10,000	10,000
	<u>575,853</u>	<u>500,235</u>	<u>502,220</u>	<u>519,500</u>	<u>516,340</u>
Other Programs					
Employee Benefits					
Retirement	14,188	15,300	14,408	12,500	14,500
Insurance	5,641	6,200	5,311	6,940	7,400
Workmans Comp.	5,541	5,700	3,051	4,300	4,500
Interest to other Funds	7,698	4,500	3,395	4,000	-0-
	<u>33,068</u>	<u>31,700</u>	<u>26,165</u>	<u>27,740</u>	<u>26,400</u>
TOTAL EXPENDITURES	<u>608,921</u>	<u>531,935</u>	<u>528,385</u>	<u>547,240</u>	<u>542,740</u>

Budget 7/Budgets

INDEPENDENT SCHOOL DISTRICT #152  
FOOD SERVICE FUND BUDGET

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actual	Revised Budget	Actuals	Revised Budget	Revised Budget
<u>CHANGES IN FUND BALANCE</u>					
Beginning Balance (Adjusted)	(60,386)	-0-	-0-	-0-	19,395
Adjust for Commodity Inven.	-0-	-0-	(39,959)	-0-	-0-
Revenues & Transfers	669,307	528,380	568,344	566,635	550,640
Expenditures	<u>608,921</u>	<u>(531,935)</u>	<u>(528,385)</u>	<u>(547,240)</u>	<u>(542,740)</u>
Ending Balance	<u>-0-</u>	<u>(3,555)</u>	<u>-0-</u>	<u>19,395</u>	<u>27,295</u>

Budget8/Budgets



INDEPENDENT SCHOOL DISTRICT #152  
TRANSPORTATION FUND BUDGET

	1980-1981	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Prelim Budget
<u>REVENUES</u>					
<u>Local Sources</u>					
Tax Levies	122,239	114,295	108,516	233,600	296,400
Bus Levy	-0-	14,955	14,955	-0-	-0-
Other Local Revenues	327	500	1,794	500	500
	<u>122,566</u>	<u>129,750</u>	<u>125,265</u>	<u>234,100</u>	<u>296,900</u>
<u>State Sources</u>					
Tax Credits	43,865	52,500	53,287	96,200	118,000
Transportation Aid	460,658	520,000	547,731	440,000	410,000
Bus Depreciation Aid	29,390	34,775	34,775	34,950	33,350
	<u>533,913</u>	<u>607,275</u>	<u>635,793</u>	<u>571,150</u>	<u>561,350</u>
TOTAL REVENUES	656,479	737,025	761,058	805,250	858,250
Less Bus Dep. Aid	(29,390)	(34,775)	(34,775)	(34,950)	(33,350)
Bus Levy	-0-	(14,955)	(14,955)	-0-	-0-
Transfer from Gen. Fund	6,092	-0-	-0-	-0-	-0-
TOTAL UNAPPROPRIATED REVENUES	<u>633,181</u>	<u>687,295</u>	<u>711,328</u>	<u>770,300</u>	<u>824,900</u>

EXPENDITURES

Pupil Support Services

Transportation

Supervisory Salaries	31,650	35,020	34,955	38,520	27,890
Bus Drivers	131,061	127,961	134,154	136,100	152,000
Other Salaries	31,942	32,566	33,395	35,380	38,700
Contracted Services -					
Public & Private Carriers	264,944	290,394	289,398	310,100	350,000
Gasoline	118,449	130,960	134,063	152,340	164,300
Oil, Grease, Other	4,102	5,035	3,914	5,100	11,400
Repairs	13,036	17,140	20,435	16,000	22,800
Bus Garage Expense	9,202	7,500	6,847	8,500	8,900
Snow Removal	-0-	4,400	-0-	4,500	4,500
Activity & Field Trip					
Transportation	38,282	39,652	43,693	45,400	46,510
Miscellaneous	1,864	2,030	1,095	2,100	3,000
Vehicle Insurance	5,269	6,500	5,597	7,000	7,500
Chargeback	(38,282)	(39,652)	(43,693)	(45,400)	(46,510)
	<u>611,519</u>	<u>659,506</u>	<u>663,853</u>	<u>715,640</u>	<u>790,990</u>

INDEPENDENT SCHOOL DISTRICT #152  
TRANSPORTATION FUND BUDGET

	1980-1981	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Prelim Budget
<u>Site Buildings &amp; Equipment</u>					
Transportation Equipment	<u>53,381</u>	<u>25,935</u>	<u>25,901</u>	<u>-0-</u>	<u>-0-</u>
<u>Other Programs</u>					
Employee Benefits	19,461	18,150	16,506	19,850	22,200
Rentals	-0-	975	1,058	975	1,200
Interest Expense	<u>4,001</u>	<u>7,500</u>	<u>4,723</u>	<u>4,000</u>	<u>-0-</u>
	<u>23,462</u>	<u>26,625</u>	<u>22,287</u>	<u>24,825</u>	<u>23,400</u>
TOTAL EXPENDITURES	688,362	712,066	712,041	740,465	814,390
Less Equipment	<u>(53,381)</u>	<u>(25,935)</u>	<u>(25,901)</u>	<u>-0-</u>	<u>-0-</u>
TOTAL UNAPPROPRIATED EXPENDITURES	<u>634,981</u>	<u>686,131</u>	<u>686,140</u>	<u>740,465</u>	<u>814,390</u>
 <u>CHANGES IN FUND BALANCE</u>					
Beginning Unappropriated Fund Balance	1,800	-0-	-0-	19,016	48,851
Prior Period Adjust Taxes	-0-	-0-	(6,172)	-0-	-0-
Unappropriated Revenues and Transfers	633,181	687,295	711,328	770,300	824,900
Unappropriated Expenditu	<u>(634,981)</u>	<u>(686,131)</u>	<u>(686,140)</u>	<u>(740,465)</u>	<u>(814,390)</u>
ENDING UNAPPROPRIATED FUND BALANCE	<u>-0-</u>	<u>1,164</u>	<u>19,016</u>	<u>48,851</u>	<u>59,361</u>

Budget6/Budgets

INDEPENDENT SCHOOL DISTRICT #152  
COMMUNITY SERVICE FUND BUDGETS

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Prelim. Budget
<b>REVENUES</b>					
<u>Local Sources</u>					
Tax Levies	49,515	59,300	56,577	82,200	82,200
Adult Tuition	49,213	60,000	50,980	45,000	45,000
Summer Music Tuition	5,443	5,000	5,720	5,000	7,500
Interest	8,616	8,500	8,298	5,500	5,000
Misc. Revenues	5,175	1,000	2,006	1,300	1,300
	<u>117,962</u>	<u>133,800</u>	<u>123,581</u>	<u>139,000</u>	<u>141,000</u>
<u>State Sources</u>					
Community Ed. Aid	23,714	22,460	22,617	20,878	-0-
Tax Credits	17,770	24,000	24,463	34,030	34,030
Non Public School Aid	23,668	24,250	25,054	20,959	34,470
Pre School Screening Aid	8,551	8,500	10,668	7,500	7,500
Other State Aid	1,640	-0-	-0-	-0-	-0-
	<u>75,343</u>	<u>79,210</u>	<u>82,802</u>	<u>83,367</u>	<u>76,000</u>
<u>Federal Sources</u>					
Adult Basic Ed Grant	19,839	18,630	18,629	15,648	16,000
GED Reimbursement	7,062	7,450	7,375	5,584	6,000
Indochinese Grant					16,000
	<u>26,901</u>	<u>26,080</u>	<u>26,004</u>	<u>21,232</u>	<u>38,000</u>
<b>TOTAL REVENUES</b>	<u>220,206</u>	<u>239,090</u>	<u>232,387</u>	<u>243,599</u>	<u>255,000</u>
<b>EXPENDITURES</b>					
<u>Community Service</u>					
After School Gym	17,049	18,410	18,483	17,564	17,000
Summer Music	10,725	16,940	19,391	14,045	9,189
Adult Basic Ed.	20,211	18,830	19,535	18,648	18,000
GED Program	8,928	8,450	9,466	7,707	8,000
Indochinese Program					16,000
Adult Avocational	49,571	48,000	51,805	50,000	53,200
Cultural Projects	16,747	21,770	16,744	23,670	24,084
Comm. Ed. Bldg. Maint.	16,500	16,500	16,500	16,500	19,900
Other Community Education	39,471	48,780	52,441	63,804	62,569
Non Public School Program	23,271	24,250	25,054	20,959	34,470
Pre School Screening	8,529	8,500	10,668	7,500	7,500
Refunds	-0-	500	608	600	600
	<u>211,002</u>	<u>230,930</u>	<u>240,695</u>	<u>240,997</u>	<u>270,512</u>
<u>Other Programs</u>					
Employee Benefits	<u>1,942</u>	<u>2,000</u>	<u>1,955</u>	<u>2,200</u>	<u>2,300</u>
<b>TOTAL EXPENDITURES</b>	<u>212,944</u>	<u>232,930</u>	<u>242,650</u>	<u>243,197</u>	<u>272,812</u>

INDEPENDENT SCHOOL DISTRICT #152  
COMMUNITY SERVICE FUND BUDGETS

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Prelim. Budget
<u>CHANGES IN FUND BALANCE</u>					
Beginning Balance	58,911	66,173	66,173	53,098	53,500
Prior Period Adjust Taxes	-0-	-0-	(2,812)	-0-	-0-
Revenues	220,206	239,090	232,387	243,599	255,000
Expenditures	<u>(212,944)</u>	<u>(232,930)</u>	<u>(242,650)</u>	<u>(243,197)</u>	<u>(272,812)</u>
Ending Balance	<u>66,173</u>	<u>72,333</u>	<u>53,098</u>	<u>53,500</u>	<u>35,688</u>

BO2/Budget13



INDEPENDENT SCHOOL DISTRICT #152  
CAPITAL OUTLAY FUND BUDGETS

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actual	Revised Budget	Actuals	Revised Budget	Prelim. Budget
<u>REVENUES</u>					
<u>Local Source</u>					
Tax Levy - Regular	177,661	374,100	356,451	*199,100	293,500
Sec. Voc. Levy	-0-	-0-		* 28,600	27,000
Spec. Purpose Levy	-0-	-0-		*143,200	135,000
Interest Revenue	60,273	52,500	62,896	60,000	60,300
Other Revenues	900	-0-		-0-	-0-
	<u>238,834</u>	<u>426,600</u>	<u>419,347</u>	<u>430,900</u>	<u>515,800</u>
<u>State Sources</u>					
Secondary Vocational Aid	2,040	700	1,869	-0-	-0-
Homestead Credit	56,202	132,800	134,521	132,900	150,000
Agricultural Aid	7,566	19,900	19,971	22,400	30,000
	<u>65,808</u>	<u>153,400</u>	<u>156,361</u>	<u>155,300</u>	<u>180,000</u>
<u>Federal Sources</u>					
Energy Grants	5,900	14,000	13,237	-0-	-0-
	<u>5,900</u>	<u>14,000</u>	<u>13,237</u>	<u>-0-</u>	<u>-0-</u>
<u>Sales &amp; Other Conversion of Assets</u>					
Sale of Real Property	-0-	150,000	65,465	-0-	-0-
Sale of Equipment	44,770	-0-	14,646	-0-	-0-
Insurance Recovery	-0-	-0-	972	-0-	-0-
	<u>44,770</u>	<u>150,000</u>	<u>81,083</u>	<u>-0-</u>	<u>-0-</u>
<b>TOTAL REVENUES</b>	<u>355,312</u>	<u>744,000</u>	<u>670,028</u>	<u>586,200</u>	<u>695,800</u>
<u>EXPENDITURES</u>					
<u>Administration</u>					
Telephone Equipment	15,442	20,000	15,997	20,000	15,000
Computer Equipmet	9,572	15,000	11,395	15,000	10,000
Vehicles	-0-	-0-	-0-	-0-	-0-
Other Equipment	29,880	7,000	28,340	47,000	38,975
<u>Regular Instruction</u>					
Rentals	21,622	22,650	20,345	22,650	22,500
Instructional Equipment	53,908	50,320	71,825	85,748	268,061
<u>Vocational Instruction</u>					
Clay Co. Voc. Center	18,400	24,000	18,958	39,454	27,000
<u>Special Education</u>					
Equipment	3,800	5,000	4,324	6,818	-0-
<u>Instruct. Support Equip.</u>					
Library Books	20,756	10,000	10,363	10,000	13,962
Audio Visual Equipment	10,581	10,000	8,737	10,000	10,000

INDEPENDENT SCHOOL DISTRICT #152  
CAPITAL OUTLAY FUND BUDGETS

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Prelim Budget
<u>EXPENDITURES CON'T</u>					
<u>Site Buildings Equipment</u>					
Site Improvements	20,338	63,530	28,806	125,725	59,852
Building Remodeling	475,805	430,480	229,590	311,307	92,500
Maintenance Equipment	13,837	17,900	5,869	10,000	10,000
<u>Other Programs</u>					
Interest	23,017	20,000	12,406	15,000	10,000
<u>TOTAL EXPENDITURES</u>	<u>716,958</u>	<u>695,880</u>	<u>466,955</u>	<u>718,702</u>	<u>577,850</u>
<u>TRANSFERS TO OTHER FUNDS</u>					
Food Service Equip	4,206	16,400	11,472	10,000	10,000
<u>TOTAL EXPENDITURES &amp; FUND TRANSFERS</u>	<u>721,164</u>	<u>712,280</u>	<u>478,427</u>	<u>728,702</u>	<u>587,850</u>
<u>CHANGES IN FUND BALANCE</u>					
Beginning Balance	885,425	519,573	519,573	701,406	558,904
Prior Period Adj. (Taxes)			(9,768)		
Revenues	355,312	744,000	670,028	586,200	695,800
Expenditures & Transfers	(721,164)	(712,280)	(478,427)	(728,702)	(587,850)
Ending Fund Balance	519,573	551,293	701,406	558,904	666,854
Appropriated for Townsite Centre Receivable	(1,057,427)	(1,057,427)	(1,103,449)	(1,103,449)	(1,103,449)
<u>UNAPPROPRIATED FUND BALANCE</u>	<u>(537,854)</u>	<u>(506,134)</u>	<u>(402,043)</u>	<u>(544,545)</u>	<u>(436,595)</u>

\*The Townsite Centre Receivable is a loan from Capital Outlay Fund to the Townsite Centre Leasing Fund. Townsite Centre Leasing shows a payable to the Capital Outlay Fund.

BO2BUDGET10  
Revised 10/29/82

INDEPENDENT SCHOOL DISTRICT #152  
DEBT REDEMPTION FUND BUDGETS

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Prelim Budget
<u>REVENUES</u>					
<u>Local Sources</u>					
Tax Levies	484,728	462,500	442,463	318,000	25,800
Interest Income	64,782	70,000	88,396	80,000	8,000
	<u>549,510</u>	<u>532,500</u>	<u>530,859</u>	<u>398,000</u>	<u>33,800</u>
<u>State Sources</u>					
Tax Credits	173,962	187,000	190,570	134,370	10,300
<u>Conversion of Assets</u>					
Sale of Real Property	32,000	45,000	136,180	-0-	-0-
TOTAL REVENUES	<u>755,472</u>	<u>764,500</u>	<u>857,609</u>	<u>532,370</u>	<u>44,100</u>
<u>EXPENDITURES</u>					
<u>Other Programs</u>					
Principal on Bonds	453,600	463,600	463,600	463,600	484,450
Interest on Bonds	172,020	154,600	153,598	136,300	117,775
Other Debt Service Expens	1,748	900	726	900	900
TOTAL EXPENDITURES	<u>627,368</u>	<u>619,100</u>	<u>617,924</u>	<u>600,800</u>	<u>603,125</u>
<u>CHANGES IN FUND BALANCE</u>					
Beginning Fund Balance	426,534	554,638	554,638	769,792	701,362
Prior Period Adjust	-0-	-0-	(24,531)	-0-	-0-
Revenues	755,472	764,500	857,609	532,370	44,100
Expenditures	(627,368)	(619,100)	(617,924)	(600,800)	(603,125)
Ending Fund Balance	<u>554,638</u>	<u>700,038</u>	<u>769,792</u>	<u>701,362</u>	<u>142,337</u>

BO2/Budget11

INDEPENDENT SCHOOL DISTRICT #152  
VOCATIONAL COMMUNITY SERVICE FUND BUDGETS

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Revised Budget	Prelim. Budget
<b>REVENUES</b>					
Local Sources					
Tuition	93,698	98,600	93,736	91,500	94,500
Interest	1,557	1,500	6,934	5,000	5,000
Misc. Local Revenue	-0-	-0-	1,686	-0-	-0-
	<u>95,255</u>	<u>100,100</u>	<u>102,356</u>	<u>96,500</u>	<u>99,500</u>
State Sources					
Adult Vocational Aids	93,600	72,800	71,252	82,015	82,140
Federal Source					
Consumer Homemaking	-0-	-0-	2,467	-0-	-0-
Sales & Other Conversion of Assets	1,200	-0-	7,117	-0-	-0-
TOTAL REVENUES	<u>190,055</u>	<u>172,900</u>	<u>183,192</u>	<u>178,515</u>	<u>181,640</u>
<b>EXPENDITURES</b>					
Vocational Instruction					
Adult Farm Management	25,905	28,850	29,122	31,682	35,370
EMT Program	34,416	33,460	42,591	42,000	41,100
Crash Injury Management	617	-0-	-0-	-0-	-0-
Other Adult Vocational	96,825	97,630	84,115	92,003	97,260
Refunds	1,290	1,000	1,031	1,000	1,000
	<u>159,053</u>	<u>160,940</u>	<u>156,859</u>	<u>166,685</u>	<u>174,730</u>
Other Programs					
Employee Benefits	4,477	5,000	5,392	5,000	6,250
TOTAL EXPENDITURES	<u>163,530</u>	<u>165,940</u>	<u>162,251</u>	<u>171,685</u>	<u>180,980</u>
<b>CHANGES IN FUND BALANCE</b>					
Beginning Fund Balance	20,480	47,005	47,005	67,946	74,776
Revenues	190,055	172,900	183,192	178,515	181,640
Expenditures	(163,530)	(165,940)	(162,251)	(171,685)	(180,980)
Ending Fund Balance	<u>47,005</u>	<u>53,965</u>	<u>67,946</u>	<u>74,776</u>	<u>75,486</u>



INDEPENDENT SCHOOL DISTRICT #152  
TOWNSITE CENTRE LEASING FUND BUDGET

	1980-81	1981-82	1981-82	1982-83	1983-84
	Actuals	Revised Budget	Actuals	Budget	Prelim. Budget
<b>REVENUES</b>					
Rentals	191,563	200,000	200,019	210,000	214,000
Interest	<u>4,733</u>	<u>7,500</u>	<u>12,049</u>	<u>8,000</u>	<u>11,000</u>
<b>TOTAL REVENUES</b>	<u>196,296</u>	<u>207,500</u>	<u>212,068</u>	<u>218,000</u>	<u>225,000</u>
<b>EXPENDITURES</b>					
Management	6,895	7,765	7,580	9,300	9,765
Custodial	27,684	33,530	33,529	36,880	38,880
Fuel	7,041	9,300	10,828	10,700	9,400
Electricity	23,524	27,050	21,672	31,100	24,000
Other Utilities	2,674	2,940	-0-	3,240	3,300
Custodial Supplies	1,977	2,200	974	2,400	3,450
Bldg. Repair & Maint.	3,066	3,500	4,346	3,800	5,525
Grounds	-0-	700	-0-	700	700
Employee Fringes	4,714	6,500	6,545	7,150	7,280
Property Insurance	5,599	4,000	3,450	4,400	3,600
Security System	345	400	-0-	440	530
Miscellaneous	775	1,000	553	1,000	1,000
Depreciation	83,294	83,600	85,768	83,600	88,240
Amortization	288	290	288	190	-0-
 Interest	 <u>60,273</u>	 <u>60,300</u>	 <u>62,896</u>	 <u>60,300</u>	 <u>62,900</u>
<b>TOTAL EXPENSES</b>	<u>228,149</u>	<u>243,075</u>	<u>238,429</u>	<u>255,200</u>	<u>258,570</u>
 Revenues over Expenses (Expenses over Revenues)	 <u>(31,853)</u>	 <u>(35,575)</u>	 <u>(26,361)</u>	 <u>(37,200)</u>	 <u>(33,570)</u>
 <b>BEGINNING RETAINED EARNINGS (DEFICIT)</b>	 (203,262)	 (235,115)	 (235,115)	 (261,476)	 (298,676)
 <b>ENDING RETAINED EARNINGS (DEFICIT)</b>	 <u>(235,115)</u>	 <u>(270,690)</u>	 <u>(261,476)</u>	 <u>(298,676)</u>	 <u>(332,246)</u>

MINUTES  
Region I - ESV  
810 - 4th Avenue South  
Moorhead, MN 56560

The Region I - ESV Executive Board Meeting was held in Moorhead June 23, 1983. The meeting was called to order by Chairman Robert Berg. Executive Board Members present: Robert Berg, Paul Hoff, Allen Larson, Robert Larson, Carroll Nelson, Thomas Szczepanski, Harry Sjulson and Executive Director, Burdette V. Clifford. Dan Riley,, Western Minnesota Multi-Regional Computer Center Manager and Advisory Superintendents Gene Kjellberg, James Lamont and Robert Meindl were also present.

Carroll Nelson moved, Paul Hoff seconded, motion carried unanimously to approve the agenda.

Robert Larson moved, Allen Larson seconded, motion carried unanimously to approve the minutes of May 26, 1983.

Harry Sjulson moved, Carroll Nelson seconded, motion carried unanimously to approve the bills as presented in the amount of \$166,474.16.

American Family Life Assurance	Cancer insurance	\$ 45.70
Safeco Insurance	Health insurance	1,357.18
UPS	Advance express charge	1,150.00
AID	Payroll deduction	500.00
Amoco Oil Co.	Lease car expense	70.63
Robert Berg	Board travel	66.50
Burroughs	Contracts payable, maintenance, software, terminal maintenance	30,663.71
Diercks Printing Co.	Supplies - finance & payroll	178.40
Fargo Paper Co.	Office supplies	85.39
FBS	Payroll microfiche	660.30
Hartford Insurance	Dental insurance	509.58
Paul Hoff	Board travel	25.10
Holiday Inn - Alexandria	Finance meeting expense	36.30
IBM	Keypunch lease	300.05
Imprest Checking	Reimburse to \$500	157.54
Donald Jensen	Board travel	34.90
Jims Parcel Delivery	Delivery charges	15.75
Gene Kjellberg	Board travel	61.90
Kvamme Travel Agency	Travel	206.00
James Lamont	Board travel	146.00
Allen Larson	Board travel	25.10
Robert Larson	Board travel	50.40
Moorhead Dist. #152	Lease payment	3,077.66
Moorhead Post Office	Postage - meter	300.00
Dorothy Nelson	Travel	21.44
Carroll Nelson	Board travel	15.90
Marvin F. Niedan	Board travel	22.54
Petty Cash	Reimburse to \$200	31.68

Sonia Pritchett	Travel	48.47
Purolator	Express charges	33.75
Reardons	Supplies	18.70
Reliance Standard Life Ins	Long-term disability	242.61
Dan Riley	Travel	234.13
Robert Gibb & Sons, Inc.	Air-conditioning maintenance	93.00
Harry Sjulson	Board travel	3.45
Sound Inc.	Phone repair	32.00
Spaulding Motor Sales, Inc.	Lease car payment	350.00
Sperry Univac	Keypunch maintenance	81.00
Tele-terminals	Maintenance	528.00
Lyle W. Tobin	Board travel	16.10
Kathleen Ward	Travel	5.00
Western MN Multi Regional CC	Prepaid quarterly payment	95,750.00
Best Western	Finance meeeting expense	25.41
Burdette V. Clifford	Travel	389.54
Data Documents	Keypunch cards	640.73
Willis Frazee	Travel	189.96
Donn Hanson	Travel	9.00
Michael Kunde	Travel	44.50
Metro Claims, Inc.	Self-insured medical insurance	28.00
Wayne Miller	Travel	19.00
MN School Boards Assn	Membership	241.00
Nardini Fire Equipment Co.	Maintenance	11.00
Northwestern Bell Telephone	Telecommunications and telephone expense	11,932.08
Public Service Dept.	Utilities	1,923.09
Purolator	Express charges	11.60
Reardons	Supplies, repair of typewriter	92.56
Reliance Standard Life Ins	Prepaid accidental insurance	1,054.00
Robert Gibb & Sons, Inc.	Air conditioning maintenance	152.01
Cheryl Solum	Travel	5.00
SW & WC ECSU	Data comm lines and operator's wages	12,279.06
Cindy Tollefson	Travel	5.00
Mark VandeVolde	Travel	14.00

The financial report was approved as presented.

James Lamont reported on recent action of the ESV Computer Council.

Dan Riley gave an update on the Multi-Regional Computer Center.

Paul Hoff moved, Thomas Sczepanski seconded, motion carried unanimously to approve the salaries for 1983-84 for the Western Minnesota Multi-Regional Computer Center staff as recommended by the advisory board.

<u>Name</u>	<u>Position</u>	<u>1983-84</u>
Daniel Riley	Center Manager	\$36,000
Russell Matter	Software Support Specialist	30,000
Sonia Pritchett	Hardware Support Specialist	17,750
Katherine Holper	Programmer	16,325



Colleen Dimmer	Computer Operator	6.85/hr
Naomi Bjorg	Computer Operator	6.67/hr
Annette Stargel	Computer Operator	5.77/hr
LoAnn Raftevold	Receptionist-Secretary(1/2)	5.83/hr

Allen Larson moved, Robert Larson seconded, motion carried unanimously to accept the results of the June 17, 1983 election for three positions on the Executive Board as follows:

Thomas Sczepanski, Stephen	195 votes
Bernie Solberg, Fosston	175 votes
Karen Fossell, Plummer	163 votes
Bradley Cook, Barnesville	111 votes
Joseph B. Day, Bemidji	60 votes

Fifty-four schools returned ballots.

Two hundred sixty total ballots were received.

Four ballots were voided.

Clerk Thomas Sczepanski was instructed to forward a Notice of Election for three year terms to Karen Fossell, Thomas Sczepanski and Bernie Solberg.

The Director's report included:

- 1) A report on the formula to be used in figuring the amount to be paid to the Multi Regional Center by each Region.
- 2) A commendation for Robert Berg, Chairman, for his many years of service to Region I.

The organizational meeting of the Executive Board was set for July 21, 1983 at 7:00 p.m. in Thief River Falls.

Allen Larson moved, Carroll Nelson seconded, motion carried unanimously to adjourn the meeting.

Respectfully submitted,

Thomas Sczepanski  
Clerk



M-B84-22

TO: Board of Education  
Dr. Trochlil

FROM: Robert Lacher

SUBJECT: Bread and Milk Bid for 83-84

DATE: August 9, 1983

Attached is a summary of the Bread and Milk bids for the 83-84 school year.

Recommendation: Move to approve awarding of contract for milk products to Cass-Clay Creameries.

Recommendation: Move to approve awarding of contract for bread products to Metz Baking Company.

Totals represent joint purchasing between Moorhead Public Schools, Dilworth Public Schools, Glyndon-Felton Public Schools, Hawley Public Schools and Barnsville Public Schools

BREAD BID

Quantity	Description	UNIT PRICES				
		No Com- modity	Commodity Flour	Commodity Dry Milk	Commodity Shortening	All 3 Co modities
21,230 Lvs.	1. 1½lb sandwich, white slices per loaf					
	Metz Baking Co.	.47	.37			
	Holsum	.48	.38			
	Interstate Brands Corp.	.50	.09677	.00392	.00476	.3945
400 Lvs.	2. 1½lb sandwich, whole wheat or rye 26 slices per loaf					
	Metz Baking Co.	.47	.37			
	Holsum	.48	.38			
	Interstate Brands Corp.	.50	.05656	.00251	.00460	.4363
6,930 Lvs.	3. Coney Buns, sliced, bulk pack, standard length					
	Metz Baking Co.	.47	.37			
	Holsum	.49	.42			
	Interstate Brands Corp.	.50	.05228	.00212	.00515	.4404
17,460 Doz.	4. Hamburger buns, sliced, bulk pack, 4"					
	Metz Baking Co.	.47	.37			
	Holsum	.48	.39			
	Interstate Brands Corp.	.50	.09444	.00383	.01162	.3901
1,000 Doz.	5. Hamburger buns, sliced, bulk pack, 4", sesame seeds					
	Metz Baking Co.	.47	.37			
	Holsum	.52	.43			
	Interstate Brands Corp.	.58	.09444	.00383	.01162	.4701
3,000 Lvs.	6. French Bread, 1lb					
	Metz Baking Co.	.47	.37			
	Interstate Brands Corp.	.50	.06782	.00271	.00166	.4278
	Holsum	.70	.60			
850 Doz.	7. Footlong buns, sliced bulk pack, 10"					
	Metz Baking Co.	.99	.88			
	Holsum	.99	.88			
	Interstate Brands Corp.	1.20	.14085	.00562	.01375	1.0397
2,500 Doz.	8. Tea Biscuit, dozen					
	Metz Baking Co.	.47	.37			
	Holsum	.50	.43			
	Interstate Brands Corp.	.50	.04857	.00197	.00479	.4446

BREAD BID

Quantity	Description	UNIT PRICES				
		No Com- modity	Commodity Flour	Commodity Dry Milk	Commodity Shortening	All 3 Co modities
300 Doz.	9. French Dip or Hogie bun, 6", sliced, dozen					
	Holsum	1.04	.95			
	Metz Baking Co.	1.05	.95			
	Interstate Brands Corp.	1.20	.15161	.00605	.01481	1.0275
300 Dz.	10. French Dip or Hogie bun, 6", sliced, dozen, Sesame seeds					
	Holsum	1.04	.95			
	Metz Baking Co.	1.05	.95			
	Interstate Brands Corp.	1.26	.15161	.00605	.01481	1.0875

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(Firm Name)

## MILK

Quantity	Description	Delivered Unit Price	Pick-up Unit Price
	1. Half Pint Size - 3.25% White/per container		
	Bridgeman	.1240	.1225
	Cass Clay	.1279	
	2. Half Pint Size - 1.0% Chocolate/per container		
	Cass Clay	.1147	
	Bridgeman	.1240	.1225
	3. Half Pint Size - 2.0% Butterfat White/per con.		
	Cass Clay	.1097	
	Bridgeman	.1100	.1085
	4. Half Pint Size - Skim Milk/per container		
	Cass Clay	.097	
	Bridgeman	.1020	.0980
500 gal.	5. Shake Mix - Vanilla		
	Cass Clay	2.30	
	Bridgeman	2.50	2.38
500 gal.	6. Shake Mix - Chocolate		
	Cass Clay	2.50	
	Bridgeman	2.75	2.54
70	7. ½ gallon Homo milk		
	Cass Clay	.94	
	Bridgeman	.945	.8881
40	8. 5 lb. Sour Cream		
	Cass Clay	3.40	
	Bridgeman	4.23	3.73
500	9. Quarts 2%		
	Cass Clay	.45	
	Bridgeman	.45	.4185
750	10. Lb. Butter A Parch		
	Cass Clay	1.75	
	Bridgeman	1.78	1.78
60	11. Lb. Butter Chip 90		
	Cass Clay	1.87	
	Bridgeman	1.90	1.89
130	12. Lb. Butter Tray Pak		
	Cass Clay	1.97	
	Bridgeman	2.00	1.98



## MILK

Quantity	Description	Delivered Unit Price	Pick-up Unit Price
33	13. 5 lb. Cottage Cheese Small Curd Cass Clay Bridgeman	<u>3.40</u> 3.40	<u>          </u> 3.24
600 bx	14. Creme Freeze, 2 dozen per box Cass Clay Bridgeman	<u>1.96</u> 2.06	<u>          </u> 1.89
500 bx	15. Fudgesicles, 2 dozen per box Cass Clay Bridgeman	<u>1.93</u> 2.06	<u>          </u> 1.89
600 bx	16. Vanilla Dixie cups, 4oz., 2 dozen per box Cass Clay Bridgeman	<u>3.42</u> 4.00	<u>          </u> 3.64

Items 7 - 13 are for the Moorhead Area Vocational Technical Institute.

Base price if escalator clause proposed \$13.62 per hundredweight.

Adjusted for: 2% Escalator Clause attached

Cass-Clay is a firm Bid

Regular Meeting  
Board of Education  
Independent School District #152  
August 9, 1983

S/m/9/805  
MIN  
8/9/83

Members Present: Karen Koentopf, Dean Guida, Curt Borgen, Joyce Sutter, Mike Hulett.

Members Absent: Richard Pemble, Wayne Puppe.

The meeting was called to order by Curt Borgen, Chairperson.

PREVIEW - Dr. Trochlil previewed the agenda and added the following items: Personnel and Milk & Bread Bids.

MINUTES - Joyce Sutter moved, seconded by Karen Koentopf, to approve the minutes of July 5, 1983. Motion carried.

CLAIMS - Mike Hulett moved, seconded by Curt Borgen, to approve the claims in the amount of \$466,296.10. Motion carried.

GENERAL FUND	\$ 175,531.37
FOOD SERVICE	838.06
TRANSPORTATION FUND	2,568.69
COMMUNITY SERVICE	2,038.29
CAPITAL OUTLAY	134,091.43
DEBT REDEMPTION	7,920.00
MAVTI-GENERAL FUND	107,227.68
MAVTI-COMM. SERVICE	121.35
VO-TECH CAPITAL OUTLAY	33,944.33
TOWNSITE CENTRE	2,014.90
GRAND TOTAL	\$ 466,296.10

TOWNSITE LEASE - Joyce Sutter moved, seconded by Curt Borgen, to approve Park Christian School leasing space in the Townsite Centre for a Kindergarten classroom at a rate of \$7.00 per square foot. Motion carried.

Regular Meeting  
Board of Education  
Independent School District #152  
August 9, 1983  
page two

ELEMENTARY FOREIGN LANGUAGE - Curt Borgen moved, seconded by Karen Koentopf, to approve a 9 week pilot Foreign Language Experience Program for 4th, 5th, and 6th grade students at Probstfield School for the 1983-84 school year only. Funding to be from a \$1,000 gift from the Probstfield Advisory Committee with remaining funds to be from the Special Projects Budget. Motion carried.

7-12 STUDENT HANDBOOKS - Don Braniff reviewed the Junior High Student Handbook Folder and Jerry Harter reviewed the Senior High Student Handbook.

DONATION-OPERATION AWARE - Joyce Sutter moved, seconded by Karen Koentopf, to accept the donation of \$500 for the Operation Aware program from the Moorhead Rotary Club and direct a letter of thanks be sent. Motion carried.

SUBSTITUTE PAY - Mike Hulett moved, seconded by Joyce Sutter, to approve the substitute pay of \$46.00 and for substitutes working ten (10) or more consecutive working days shall be \$73.00 per day. Motion carried.

TRANSPORTATION/PROPERTY SERVICES SALARY - Curt Borgen moved, seconded by Joyce Sutter, to approve the combining of positions of Transportation, Safety Director and Property Services Supervisor into the title of Property Services & Transportation Supervisor and at a salary of \$28,000. Motion carried.

ECSU MEMBERSHIP FEE - Joyce Sutter moved, seconded by Karen Koentopf, to approve membership in the ECSU for the school year 1983-84 at a cost of \$400.00. Motion carried.

PERSONNEL - Mike Hulett moved, seconded by Joyce Sutter, to approve the personnel as follows:

New Employees

Greg Hagen - Electronics Instructor, MAVTI, effective August 18, 1983, BA+30 (5) \$20,195.60 (\$18,176.00 base).  
Janet Bootin - Hearing Impaired Teacher, Edison Elementary, effective August 29, 1983, MA (0) \$16,737.  
Bruce Hering - Band Director, Senior High, effective August 29, 1983, BA (2½) \$14,711.  
Lester Tweeton - Refrigeration/Air Conditioning Instructor, MAVTI, effective August 1983, BA (8) \$18,307.  
Vickie Wangberg - EMH Teacher, Washington Elementary, effective August 29, 1983, BA+30 (6) \$18,830.  
Susan Petron - Chemistry/Physical Science Teacher, Senior High, effective August 29, 1983, BA (0) \$13,077.



Regular Meeting  
Board of Education  
Independent School District #152  
August 9, 1983  
page three

Recalled

Shirley Knatterud - LD Teacher, .5 time, Riverside Elementary and .5 Senior High, BA+45 (9) \$21,706 (based on 1982-83 salary schedule).

Tom Cerar - Elementary Teacher, Riverside, effective August 29, 1983, BA+30 (7) \$19,484.

Karyn Hanson - English/German Teacher, Junior High, .429 time, effective August 29, 1983, MA+30 (13) \$11,612.17 (\$27,068 base).

Leave of Absence

Diane Kahl - English Teacher, Junior High, one-year leave of absence for the 1983-84 school year.

Rod Remsing - Math Teacher, Senior High, extended leave of absence, effective August 29, 1983.

Debera Frey - Teacher/Consultant for the Visually Impaired, Maternity Leave effective November 1, 1983 through February 29, 1984.

Resignations

Susan Boatz - Dental Assisting Instructor, MAVTI, .571 time, effective July 27, 1983.

Janice Duncan - Speech & Language Clinician, Riverside Elementary .5 time, effective July 26, 1983.

Sandy Wooten - Principal's Secretary, Washington Elementary, effective August 5, 1983.

Patricia O'Connell - Interpreter, effective August 6, 1983.

AVTI-BID FOR INFRA RED HEATING SYSTEM - Curt Borgen moved, seconded Mike Hulett, to award the bid to Advanced Heating and Air Conditioning, Inc., West Fargo, ND in the amount of: Base Bid - \$17,634; Alternative #1 - \$11,805; Total Bid Award - \$29,439. Motion carried.

INTERDISTRICT COOPERATION AID/LEVY - The members of the Clay County Vocational Center are planning to present the State Department of Education with proposals to authorize levy of \$50/student to a maximum of \$50,000 for joint efforts in curriculum offerings.

MILK BID - Mike Hulett moved, seconded by Joyce Sutter, to approve awarding of contract for milk products to Cass-Clay Creameries. Motion carried.

BREAD BID - Joyce Sutter moved, seconded by Karen Koentopf, to approve awarding of contract for bread products to Metz Baking Company. Motion carried.



Regular Meeting  
Board of Education  
Independent School District #152  
August 9, 1983  
page four

DISTRICT BUDGET 1983-84 - Bob Lacher made a presentation on the 1983-84 Preliminary Budget, 1982-83 Budget, 1981-82 Budget and Actual Expenditures, and 1980-81 Actual Expenditures for all funds K-12, Townsite Centre and Adult Vocational and other AVTI funds.

Meeting adjourned.

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Karen Koentopf, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 152  
MOORHEAD, MINNESOTA

S/mq/BOS  
min  
8/23/83

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, August 23, 1983, 7:30 p.m. in the Board Room at the Townsite Centre.

Dr. Bennett Trochlil, Superintendent

ATTENDANCE:

Joyce Sutter	Dean Guida
Karen Koentopf	Richard Pemble
Mike Hulett	Wayne Puppe
Curt Borgen	Ben Trochlil

- I. CALL TO ORDER
- II. PREVIEW OF AGENDA - Dr. Ben Trochlil, Superintendent
- III. COMMUNICATIONS
- IV. OPPORTUNITY FOR CITIZENS TO SPEAK
- V. MOORHEAD AREA VOCATIONAL TECHNICAL INSTITUTE AGENDA
  - A. UNFINISHED BUSINESS
  - B. NEW BUSINESS
    1. MAVTI Construction Appendix A
- VI. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
  - A. UNFINISHED BUSINESS
    1. Consider Student Handbooks Appendix B
  - B. NEW BUSINESS
    1. Review YMCA Child Care Proposal Appendix C
    2. Consider MSU Student Teaching Contract Appendix D
    3. Consider Personnel Appendix E
    4. Consider CCCPP Program Appendix F
    5. Consider Health Ins. Bids Appendix G

VII. FOR YOUR INFORMATION

Appendix Z

VIII. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

IX. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, September 13, 1983

## NEW BUSINESS - MAVTI

### 1. MAVTI Construction (Bergos) Appendix A

Explanation: On August 16, 1983, a team composed of staff from the State Department of Finance and the state legislature visited MAVTI. Curt Borgen and Dr. Trochlil along with the AVTI administration met with this team. The purpose of the visit was to acquaint the state staff with AVTI operation with special emphasis on building needs.

The MAVTI administration gave a short presentation on past, present and anticipated future problems of the school and conducted the group on a tour of the facilities.

The team was especially interested in construction planning and informed the administration that an entirely new statewide priority list will be established. It was strongly suggested that any anticipated building needs be communicated immediately to the State Department of Education via the normal construction proposal forms. The construction proposal form must have resolution from the Board attached. Deadline for submitting the proposal is September 15.

The AVTI Director will be present to outline possible construction projects and answer questions from the Board.

Recommendation: For discussion only.

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## UNFINISHED BUSINESS - PRE-SCHOOL-- K - GRADE 12 PROGRAM -- COMMUNITY EDUCATION

### 1. Student Handbooks (Jernberg) Appendix B

Explanation: At the August 9th Board meeting the Junior High Student Handbook and the Senior High Student Handbook were presented to the Board for consideration by building administrators.

Recommendation: Move to approve the student handbooks with rules included to be district policy.

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## NEW BUSINESS

### 1. YMCA Child Care (Jernberg) Appendix C

Explanation: Appendix C-1 contains a copy of a proposal from the Fargo-Moorhead Family YMCA and a sample survey form which would be used to determine the level of interest. It is planned to conduct a survey in September at each of the elementary schools and to present the findings to the Community



Education Committee. Programs of this type are sponsored cooperatively in schools throughout the nation with schools providing available space. The Community Education Committee has discussed this type of program as a possibility in the past and the program could assist in meeting the following Community Education goals:

Sponsor programs to meet the needs of youth.

Support programs that strengthen parenting.

Plan programs to meet the needs of single parents.

Promote and foster school/community communications.

Sponsor family recreation activities.

Recommendation: For information only.

-----

2. Student Teacher Contract (Jernberg) Appendix D

Explanation: Each year the district has agreed to be involved in the student teacher program (teaching-learning situation) with Moorhead State University. Appendix D-1 is the contract.

Recommendation: Move to approve the Student Teacher Agreement with Moorhead State University beginning September 1, 1983.

-----

3. Personnel (Bergen) Appendix E

New Employees

Barbara Rath - Algebra/Geometry, Senior High, effective August 29, 1983, BA (0) \$13,077 (based on 1982-83 salary schedule).

Joni Heiler - Word Processor Secretary, Central Office, Class I, 12 months, \$5.13 an hour, effective August 22, 1983.

Sharon Witt - Payroll Secretary, Central Office, Class I, 12 months, \$5.13 an hour, effective August 22, 1983.

Rebecca Kelly - Occupational Therapist, BA (4) \$15,256.10 (\$15,692 base) effective September 6, 1983 (based on 1982-83 salary schedule).

Early Retirement

Irene Satrom - Elementary Teacher, Riverside School, effective August 8, 1983.

Resignation

Karla Schmidt - Secretary to the Assistant Superintendent-Business, effective August 31, 1983.

Hazel Spencer - Food Server, Probstfield Elementary, effective August 16, 1983.

Change of Assignment

Ruth Geraghty - Secretary to Assistant Superintendent-Personnel to Secretary Board of Education, Superintendent & Assistant Superintendent-Instruction, effective August 22, 1983.

Sharol Hegna - Payroll Secretary, Class I to Confidential Secretary to Assistant Superintendent-Personnel, effective August 22, 1983.

Sonja Leines - Secretary to Athletic Director, Class I, 12 months to Principal's Secretary, Washington Elementary, Class I, 9.5 months.

Recalled

Val Reiersgord - English Teacher, Junior High, effective August 29, 1983, BA+105 (12) \$27,130 (based on 1982-83 salary schedule).

Mary Jo Johnson - Home Economics Teacher, Senior High, .37 time first semester, full-time second semester, BA+45 (12) \$15,467.04 (base \$23,669) (based on 1982-83 salary schedule).

-----  
4. CCCPP Program (Swedberg) Appendix F

Explanation: Al Swedberg will review the CCCPP 1983-84 Proposed Budget Summary which is found in Appendix F-1. As discussed with the Board at previous meetings, each of the six school districts would be responsible for the transportation costs of students to and from the center based program. Mr. Kaste and Mr. Strand estimate the transportation costs for the Moorhead School District to be \$16,000 before transportation aids or \$6,400 after State Transportation aids.

Recommendation: Move to authorize participation in the CCCPP with no expense to the district beyond transportation costs.

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5. Health Ins. Bids (Lacher) Appendix G

Explanation: Appendix G-1 is a summary of Health Insurance bids that were received.

Recommendation: Move to award the contract to Blue Cross-Blue Shield for the fully insured program.

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FOR YOUR INFORMATION Appendix Z

1. Priorities - Goals/Objectives - As the result of the work done on the goals and objectives, it becomes increasingly obvious that we have more tasks to accomplish than there are

resources (time, talent and monies). I suggest that we have a Special Board meeting in September (over the dinner hour) to determine the priorities within each of the goal statements.

2. Beginning of School Update - The administration/supervisors will brief the Board as to how we are doing as to enrollments, staffing, building/site improvements, technology implementation, etc.

3. CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>
CCVC	Wednesday, August 24	8:30 p.m.	Annex
MAVTI Workshop	Thursday & Friday August 25 & 26	All Day	MAVTI
K-12 Workshop	Monday & Tuesday August 29 & 30	All Day	All Bldgs.
First Day of School (K-12)	Wednesday August 31		
Joint Powers	Thursday, September 1	7:00 a.m.	Courthouse
Labor Day (no school)	Monday September 5		
CCVC	Wednesday September 7	8:00 p.m.	Annex
Title IX	Thursday, September 8	7:00 a.m.	Board Room
Supt. Advisory Council	Thursday, September 8	7:30 p.m.	Board Room



PROPOSAL
----------

July 11, 1983

TO: Moorhead Public School District

FROM: The Fargo-Moorhead Family YMCA

FOR: A school age child care pilot project for the  
1983-84 school year

THE NEED

What happens to grade school children of working parents before school, after school, and on school holidays? Parents are now making the following types of arrangements:

- . Give the children keys to the house and let them take care of themselves.
- . Make sure relatives are available to look after the children.
- . Arrange with a neighbor who generally has children of her own and is willing to watch several more for a nominal charge.
- . Send children to programs run by commercial pre-school day care centers.
- . Send children to programs run by nonprofit groups.

In our society the need for a safe, supportive, and stimulating environment traditionally has been filled informally. It was done in the neighborhood by mothers, friends and relatives who were at home when the children were out of school.

In the last decade this tradition has changed. Two income families and single parent families headed by a working parent are now in the majority. Consider these points:

- . The stereotype of a middle class family
  - breadwinner husband, homemaking wife, two children--represents only 7 percent of all American households today.
- . Since 1950, the number of one-parent families has been growing at a rate 40 percent faster than two-parent families, with approximately 90 percent of one-parent families headed by women.
- . Sixty-three percent of female heads of households with children, work full time.

Why are so many parents opting for work instead of staying home to care for their kids? The usual answers are the impact of the women's movement, the need for personal fulfillment, increased educational levels of women, and other societal changes. These indeed have influenced decisions regarding work. Most studies show, however, that one factor alone is powerful enough to account for this shift: family economics. Only one job in four or five can support a family of four at an adequate (not comfortable) standard of living.



For most American parents, a second income is needed to be sure of a roof over the family's head, food on the table, and a basic level of security. Home ownership and even car ownership are beyond the reach of many families on single incomes.

It is difficult to show conclusive evidence linking behavioral and emotional problems to a lack of supervised care. However, recent studies show disturbing trends:

- . Crime against children is on the rise.
- . Greater degrees of truancy, dropping out of school, drug abuse and childhood depression are found among children who regularly come home to an empty house.
- . Unattended children show a greater degree of neglect in basic health care, nutrition and immunization.

The basic assumption is that parents want what is best for their children. When they feel they have no choice but to leave their children unattended, the impact on the parents can be every bit as strong as it is on the children. Worry, guilt and emotional fatigue are common among "latch key" parents.

Both the standards of society and the instinct to protect the young place heavy expectations upon parents. The resulting pressures can be tremendous. Although working women take the brunt of it, men are increasingly feeling the pressure. For both there are the dual and conflicting pressures of working to fulfill one's potential--and provide income for the family--and being at home as much as possible to raise children.

Although the exact degree of need for school age child care has not been established in the Fargo-Moorhead area, "educated observation" leads the YMCA to suspect that the need is as great as it is in virtually every medium-size to large urban area in the United States.

### THE RESPONSE

After determining the potential participation through a survey conducted during the spring of 1983, the Fargo-Moorhead Family YMCA proposes to conduct a school age child care program as a pilot project in one grade school during the 1983-84 school year.

The goals of our school age child care would be:

- 1) To support and strengthen the family unit, focusing on:
  - . improving communication among family members.
  - . increasing their ability to work and play together.
  - . helping families to share their values with each other.
  - . increasing their sense of community with other families.
  - . helping families to improve their economic stability.

- 2) To help children develop their fullest potential, focusing on:
  - . self-awareness, confidence and feelings of self-worth.
  - . interpersonal relationships.
  - . values development.
  - . academic achievement.
  - . physical skills.
  - . health and nutrition.
- 3) To deliver the program in a positive YMCA environment of safety, support and care, focusing on:
  - . having all children be safe and happy in the program.
  - . broadening the community, national and world understanding of children and parents.
  - . conducting the program in accordance with YMCA operating principles and philosophy.

The hours/days of operation envisioned are:

- . Monday-Friday: 7:30 am. until school starts and after school until 6:00 p.m.
- . School holidays: 7:30 a.m. until 6:00 p.m. (at the YMCA).

The program would be organized around monthly themes that cover the world of a school age child in concentric circles from self to universe. Each month includes specific ideas for six program components: creative time, play time, snack time, people time, project time and home time.

We envision that we will be able to bus the children to the YMCA once a week for swimming lessons, gymnastics, and other activities. Also, we hope to blend the children in the Y's program with the programs/events sponsored by the school and park district.

Although difficult to estimate, based upon school age child care programs conducted in schools by YMCAs throughout the United States, we anticipate an attendance in the range of forty to sixty children per day in the YMCA's program.

#### THE FACILITIES

In order to best serve the maximum amount of children at the most affordable price, the best choice for a home base of school age child care is a neighborhood school.

If permitted to use a school, we would make every attempt to follow appropriate guidelines and to utilize areas which would cause the least conflicts with other groups.

## THE STAFF

John Ireland, the YMCA executive director, would be ultimately accountable for the operation of the school age child care program. John is one of the developers of the national YMCA program and has conducted training events in this field throughout the United States.

Maggie Gee, the Y's Child Care Director, would be the direct supervisor of the program. Maggie has directed the Y's pre-school child care program for three years and developed a summer "Discovery Club" program for grade school children of working parents.

Also, we anticipate hiring a site director and as many group leaders as necessary to ensure a ratio of 1:10 (one leader to each group of ten children).

## THE BUDGET

We anticipate covering the direct expenses of the program through user fees. Our hope is that the program will eventually become a "break even" proposition. However, we recognize that there will be excessive start up costs associated with equipment purchases and other developmental expenses and plan to secure contributions to cover these costs.

Also, the YMCA adheres to the same basic philosophy as the school system does in regards to program accessibility. If parents cannot afford to pay for our services, they are asked to pay what they feel they can. No child will be denied access to our program because of his/her family's financial restraints.

An estimated budget based upon one week of program operation with forty children participating an average of twenty-five hours per week (before and after school).

### Expenses

. staff salaries . . . . .	\$525
- site director @ \$6/hr	
- 3 group leaders @ \$5/hr (each)	
. Benefits . . . . .	105
- 20% of salaries	
. Supplies . . . . .	90
. Snacks . . . . .	50
. Transportation . . . . .	30

Total      \$800

### Income

. Forty children @ \$20 each =	<u>\$800</u>
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# Independent School District No. 152

Townsite Centre - 810 South 4th Avenue

Moorhead, Minnesota 56560

August 9, 1983

Dear Parent:

A school age child care proposal is now being considered by the Moorhead Public Schools. This proposed program entitled "SCHOOL'S OUT" would be coordinated by the Fargo-Moorhead Family YMCA in cooperation with the Moorhead School District.

The program would be designed to provide services to working parents who are in need of comprehensive and consistent child care services before school, after school, and on school holidays.

In order for the School District and the YMCA to determine the level of interest and need for the proposed services, please complete the attached questionnaire and return it to the YMCA as soon as possible in the enclosed, stamped, self-addressed envelope.

Thank you!

Sincerely,

Robert Jernberg, Assistant  
Superintendent-Instruction

RJ/mkb  
Attachment  
cc: John Ireland, YMCA Director



# SCHOOL'S OUT

1. Are you currently making arrangements for before or after school care for your elementary school age child/children on a regular basis?

## BEFORE SCHOOL

\_\_\_\_\_ Yes  
\_\_\_\_\_ No

## AFTER SCHOOL

\_\_\_\_\_ Yes  
\_\_\_\_\_ No

\_\_\_\_\_ Both Before and After School

Would you consider a before or after school age child care program of recreational/educational activities as opposed to your present child care arrangements?

## BEFORE SCHOOL

\_\_\_\_\_ Yes  
\_\_\_\_\_ No

## AFTER SCHOOL

\_\_\_\_\_ Yes  
\_\_\_\_\_ No

\_\_\_\_\_ Both Before and After School

2. If you were to consider a before or after school child care program, what times would you need the service?

BEFORE SCHOOL STARTING AT: \_\_\_\_\_ 6:30 a.m.  
\_\_\_\_\_ 7:00 a.m.  
\_\_\_\_\_ 7:30 a.m.  
\_\_\_\_\_ 7:45 a.m.

AFTER SCHOOL UNTIL: \_\_\_\_\_ 5:00 p.m.  
\_\_\_\_\_ 5:30 p.m.  
\_\_\_\_\_ 5:45 p.m.  
\_\_\_\_\_ 6:00 p.m.

3. If you are interested in before school care please answer the following question:

a. Would you want breakfast served each day?

\_\_\_\_\_ Yes \_\_\_\_\_ No

4. Please indicate how important each of the following features would be in deciding whether to use a school age child care program.

	VERY IMPORTANT	SOMEWHAT IMPORTANT	NOT IMPORTANT
a. Cost			
b. Transportation			
c. Types of activities offered			
d. Coverage on school holidays/ release days			
e. Other			

5. The following is a list of activities frequently offered in school age child care programs. Please put a check next to the five activities you would most like to see offered.

<input type="checkbox"/> dance	<input type="checkbox"/> homework/reading room	<input type="checkbox"/> woodworking
<input type="checkbox"/> movies	<input type="checkbox"/> field trips	<input type="checkbox"/> arts & crafts
<input type="checkbox"/> gymnastics	<input type="checkbox"/> swimming	<input type="checkbox"/> music
<input type="checkbox"/> cooking	<input type="checkbox"/> exercise class	<input type="checkbox"/> drama
<input type="checkbox"/> sports	<input type="checkbox"/> tutoring	<input type="checkbox"/> free play
<input type="checkbox"/> other (please list suggestions)		
1. _____		
2. _____		
3. _____		

6. If a well conceived, quality school age child care program were initiated at the Moorhead Elementary School, would you be willing to pay for it via a reasonable fee or tuition?

☐ Yes

☐ No

If yes, at what point would you find the cost per child of a school age child care program prohibitive?

BEFORE SCHOOL

<input type="checkbox"/> \$5/week	<input type="checkbox"/> \$10/week	<input type="checkbox"/> \$15/week
<input type="checkbox"/> \$20/week	<input type="checkbox"/> \$25/week	<input type="checkbox"/> \$30/week

AFTER SCHOOL

<input type="checkbox"/> \$10/week	<input type="checkbox"/> \$15/week	<input type="checkbox"/> \$20/week
<input type="checkbox"/> \$25/week	<input type="checkbox"/> \$30/week	<input type="checkbox"/> \$35/week

BOTH BEFORE AND AFTER SCHOOL

<input type="checkbox"/> \$15/week	<input type="checkbox"/> \$20/week	<input type="checkbox"/> \$25/week
<input type="checkbox"/> \$30/week	<input type="checkbox"/> \$35/week	<input type="checkbox"/> \$40/week

Please use the back of this form for any other suggestions or to comment on further needs/problems not addressed by this questionnaire. If you would like to be contacted with more information if and when a program is developed, fill in your name and address below.

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE: WORK \_\_\_\_\_ HOME \_\_\_\_\_

STA \_\_\_\_\_

STATE OF MINNESOTA  
STATE UNIVERSITY BOARD

## Student Teacher Agreement

Independent School District No. 152 of Clay County,  
Moorhead, Minnesota, agrees with the State of Minnesota, acting  
through the State University Board as follows:

During the school year beginning September 1, 1983, the Moorhead  
State University agrees to pay at a rate, not to exceed \$ 6.00 per quarter hour  
for each student teacher placed in the above named school district located at  
Moorhead, Minnesota.

The school district agrees to supply to the student teacher opportunity to work  
in a teaching-learning situation cooperatively with a teacher certified at standards  
equal or superior to the regulations of the State of Minnesota during the student  
teaching assignment.

Independent School District No. 152  
of Clay County, Minnesota

BY \_\_\_\_\_  
(Chairman)

\_\_\_\_\_  
(Clerk)

DATE \_\_\_\_\_, 19\_\_\_\_

APPROVED:

STATE UNIVERSITY BOARD

\_\_\_\_\_  
(Chancellor)

Recommended for approval

Moorhead State University

BY \_\_\_\_\_  
(President)

RESOLUTION OF SCHOOL DISTRICT

Be It resolved, that this school district enter into an agreement with the State of Minnesota, State University Board, for the purpose of providing student teaching experiences for students from Moorhead State University.

Be It further resolved, that the chairman and clerk be and they hereby are authorized to execute such agreement.

CERTIFICATION

State of Minnesota

County of Clay

I hereby certify that the foregoing resolution is a true and correct copy of resolution adopted by the board of Independent School District No. 152, located at Moorhead, Minnesota, at a duly authorized meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, as shown by the minutes of said meeting.

\_\_\_\_\_  
CLERK

(SEAL)



## 1983-84 Proposed Budget Summary

## Project Expenditures

Includes expenditures for the 1983-84 regular school year program and 1984 summer school.

A. Personnel	FTE	\$103,774.42
Project Director	.3	
Project Manager	1.0	
2 Demonstration Teachers	1.7	
Speech Language Clinician	.75	
Occupational Therapist	.75	
Teachers Aide	.5	
Secretary	1.0	
B. Fringe Benefits		13,594.43
C. Travel/Staff		4,440.00
D. Supplies		2,095.81
E. Other		15,797.00
Other includes:		
Postage, facilities, telephone, fiscal control		

Total \$139,701.66

Project Revenue

Federal	\$82,849.00
State Special Educational Aides	35,330.00
Foundation Aids	7,900.00
1982-83 Fund Balance	493.00
Expected/Committed Donations	1,150.00
Job Training Partnership Act	3,360.00
Clay County Social Services (received)	6,300.00
Clay County Social Services (anticipated)	6,300.00

Total \$143,682.00

SUMMARY

Revenue	\$143,682.00
Expenditures	139,701.66
Estimated Excess	
Revenue	3,980.34

DATE: August 17, 1983

	Full Ins.		Retro Program											
Firm	BC-BS		BC-BS		Self Ins.						Self Ins.			
Single	66.72	144916	56.71	123174	66.72	70.05	152149	65.35	141940	80.96	175845	70.15	152366	
Family	183.82	604400	155.57	511514	183.02	192.17	631855	179.01	588585	221.76	729147	191.81	630671	
<hr/>														
Sub Total		749316		634688			784004		730525		904992		783037	
Retention	12.8	95912	12.8			12.8	100352	6.9	50406		62444	6.4	50114	
		=====					=====		=====		=====		=====	
Claims		653404					683651		680119		842548		732923	

Single	-2.09	-4539	-2.09	-2.09	-2.09	-1.40	-3041
Family	-4.18	-13744	-4.18	-4.18	-4.18	-3.84	-12626
		<u>-18283</u>					<u>-15667</u>

Single	-6.26	-13597	-6.26	-6.26	-6.26	-2.80	-6082
Family	-12.51	-41133	-12.51	-12.51	-12.51	-7.68	-25252
		<u>-----</u>					<u>-----</u>
		-54730					-31333

Claims	60.46	694586	67.35	751704
Retention	171.31	88907	184.13	48109
		<u>605679</u>		<u>703595</u>

\$75				
Single	.03	65	0.70	1520
Family	.07	230	1.92	6313
		<u>295</u>		<u>7833</u>

Single	.05	109	0.70
Family	.12	395	1.92
		<hr/> 503	

Total negotiated premium cost for all employees:

Single	181						
Family	274	Single	\$ Inc.	% Inc.	Family	\$ Inc.	% Inc.
	384,832	41.85			114.46		

B.L.-B.S. Fully Insured

	\$749,316	66.72	24.87	59.4	183.82	69.4	60.6
Alt 1							
100/300	\$731,033	64.63	22.78	54.4	179.64	65.18	56.9
200/600	\$694,586	60.46	18.61	44.5	171.31	56.9	49.7

Given our past three years of experience, the uncertainty of the alternate bids and the premium costs I recommend awarding the contract to Blue Cross-Blue Shield for the fully insured program.

Thank you.

RL:cj

cc: All Exclusive Representatives

Regular Meeting  
Board of Education  
Independent School District #152  
August 23, 1983

S/mg/Bos-  
m/n  
8/23/83

Members Present: Karen Koentopf, Dean Guida, Richard Pemble, Joyce Sutter, Wayne Puppe, Mike Hulett.

Members Absent: Curt Borgen

The meeting was called to order by Richard Pemble, Acting Chairperson.

PREVIEW - Dr. Trochlil previewed the agenda and added the following items: Personnel, Donation from Probstfield Advisory Board and Burner Replacement Bids.

MAVTI CONSTRUCTION - Oscar Bergos presented an outline of possible construction projects at MAVTI.

STUDENT HANDBOOKS - Wayne Puppe moved, seconded by Joyce Sutter, to approve the student handbooks for Junior High and Senior High with rules included to be district policy. Motion carried.

YMCA CHILD CARE - Bob Jernberg presented a proposal from the Fargo-Moorhead Family YMCA regarding A School Age Child Care Pilot Project for the 1983-84 School Year.

STUDENT TEACHER CONTRACT - Dean Guida moved, seconded by Karen Koentopf, to approve the Student Teacher Agreement with Moorhead State University beginning September 1, 1983. Motion carried.

PERSONNEL - Joyce Sutter moved, Mike Hulett seconded, to approve the personnel as follows: Motion carried.

NEW EMPLOYEES

Barbara Rath - Algebra/Geometry, Senior High, effective August 29, 1983, BA (0) \$13,077.00 (based on 1982-83 salary schedule).

Joni Heiler - Word Processor Secretary, Central Office, Class I, 12 months, \$5.13 an hour, effective August 22, 1983.

Sharon Witt - Payroll Secretary, Central Office, Class I, 12 months, \$5.13 an hour, effective August 22, 1983.

Rebecca Kelly - Occupational Therapist, BA (4) \$15,256.10 (\$15,692.00 base) effective September 6, 1983 (based on 1982-83 salary schedule).

Karen Opgrand - Health Aide Secretary, Riverside & Probstfield Elementary, Class II, Step 3, 4 hours per day at \$4.92 per hour, effective August 29, 1983.

Shirley Ellstrom - Art Teacher, Junior High, .2 time, effective August 29, 1983, \$4,446.00 (\$22,230.00 base) (based on 1982-83 salary schedule).

EARLY RETIREMENT

Irene Satrom - Elementary Teacher, Riverside School, effective August 8, 1983.



Regular Meeting  
Board of Education  
Independent School District #152  
August 23, 1983  
Page two

RECALLED

Denita Clapp - Business Education Teacher, Senior High, .2 time, effective August 29, 1983, BA+15 \$3,386.00 (\$16,934.00 base) and Elementary Keyboarding, \$18.82 per day x 135 days = \$2,540.70 (based on 1982-83 salary schedule).

Val Reiersgord - English Teacher, Junior High, effective August 29, 1983. BA+105 (12) \$27,130.00 (based on 1982-83 salary schedule).

Mary Jo Johnson - Home Economics Teacher, Senior High, .37 time first semester, full-time second semester, BA+45 (12) \$15,467.04 (base \$23,669.00) (based on 1982-83 salary schedule), effective August 29, 1983.

CHANGE IN CONTRACT

Sara Jons - Speech Clinician, Riverside Elementary, increase from .5 to full-time, effective August 29, 1983, MA (3½) \$19,026.50 (based on 1982-83 salary schedule).

CHANGE OF ASSIGNMENT

Ruth Geraghty - Secretary to Assistant Superintendent-Personnel to Secretary Board of Education, Superintendent & Assistant Superintendent-Instruction, effective August 22, 1983.

Sharol Hegna - Payroll Secretary, Class I to Confidential Secretary to Assistant Superintendent-Personnel, effective August 22, 1983.

Sonja Leines - Secretary to Athletic Director, Class I, 12 months, to Principal's Secretary, Washington Elementary, Class I, 9.5 months.

RESIGNATION

Karla Schmidt - Secretary to the Assistant Superintendent - Business, effective August 31, 1983.

Hazel Spencer - Food Server, Probstfield Elementary, effective August 16, 1983.

CCCPP PROGRAM - Joyce Sutter moved, seconded by Dean Guida, to authorize participation in the CCCPP Program with no expense to the district beyond transportation costs. Motion carried.

HEALTH INSURANCE BIDS - Mike Hulett moved, seconded by Wayne Puppe, to award the health insurance contract to Blue Cross-Blue Shield for the fully insured program. Motion carried.

BURNER REPLACEMENT BIDS - Dean Guida moved, seconded by Karen Koentopf, to award the burner replacement bid at the MAVTI to Sherman, Inc., Fargo ND in the amount of \$9,840.00. Motion carried.

SPECIAL BOARD MEETING - Dr. Trochlil set September 20, 1983, 5:00 p.m. for a Special Board Meeting to determine the priorities within each of the goal statements.

Regular Meeting  
Board of Education  
Independent School District #152  
August 23, 1983  
Page three

BEGINNING OF SCHOOL UPDATE - Rod Bergen and Bob Jernberg briefed the board on current enrollment and staffing.

1982-83 ESTIMATED ACTUALS - Bob Lacher presented an explanation of the 1982-83 Preliminary and Tentative Estimated Actuals of Revenues and Expenditures.

ST. ANSGAR ADOLESCENT TREATMENT PROGRAM - Al Swedberg presented a proposal of an Adolescent Treatment Program at St. Ansgar which would service the immediate area and employ an ED teacher hired by the district.

Meeting adjourned.

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Karen Koentopf, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 152  
MOORHEAD, MINNESOTA

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, Sep. 13 at 7:30 p.m. in the Board Room at the Townsite Centre Building.

Bennett Trochlil  
Dr. Bennett Trochlil, Superintendent

ATTENDANCE:

Joyce Sutter	Dean Guida
Karen Koentopf	Richard Pemble
Mike Hulett	Wayne Puppe
Curt Borgen	Ben Trochlil

- I. CALL TO ORDER
- II. PREVIEW OF AGENDA - Dr. Ben Trochlil, Superintendent
- III. APPROVAL OF MINUTES Appendix A  
Recommendation:
- IV. CONSIDERATION OF CLAIMS  
Recommendation:
- V. COMMUNICATIONS
- VI. OPPORTUNITY FOR CITIZENS TO SPEAK
- VII. UNFINISHED BUSINESS
  1. Consider MAVTI Construction Resolution Appendix B
- VIII. NEW BUSINESS
  1. Consider P.E.R. Committee Membership Appendix C
  2. Consider Fee for Private Schools-IMC Appendix D
  3. Consider Personnel Appendix E
  4. Consider Transportation Contract Appendix F
  5. Consider Lincoln Lease Appendix G

S/m 9/805  
m 11  
9/13/83



- |   |                   |
|---|-------------------|
| 6. Consider Lease for 60 acres                                  | Appendix <u>H</u> |
| 7. Consider Prior Payments                                      | Appendix <u>I</u> |
| 8. Review Legislative Resolutions                               | Appendix <u>J</u> |
| 9. Appointments to Relicensure Committee                        | Appendix <u>K</u> |
| 10. Technology Utilization Plan                                 | Appendix <u>L</u> |
| X. FOR YOUR INFORMATION   | Appendix <u>Z</u> |
| XI. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION |                   |
| XII. ADJOURNMENT  |                   |

NEXT SCHEDULED MEETING Tuesday, September 20  
(Special Meeting) - 5:00 p.m.  
-Goal/Objective Priority



## UNFINISHED BUSINESS

### 1. MAVTI Construction (Bergos) Appendix B

Explanation: On August 23, the AVTI Director presented two construction recommendations for consideration by the Board. One construction project would be the repair and insulating of the roof and replacing HVAC units for the center wing of the Institute---see Appendix B-1. The other construction project involves the replacing of the second-year refrigeration shop with a shop which would be twice as large. The present shop would be remodeled into a multi-purpose classroom-shop area---see Appendix B-2.

The funding of these construction items would be a state-local effort of 85-15%.

Attached (Appendix B-3) is the memo from the State School Boards Association outlining how an AVTI bonding levy is set up. It should be noted that item C provides for a "reverse referendum" procedure.

At the August 23 meeting, the Board was asked to consider the proposed construction items. The construction proposal forms must have a resolution from the Board attached (see Appendix B-4). The deadline for submitting the proposals is September 15.

The AVTI Director will be present to answer questions from the Board.

Recommendation: Move to approve the proposed repair, remodeling, and replacement objects.

---

## NEW BUSINESS

### 1. P.E.R. Committee Membership (Jernberg) Appendix C

Explanation: The 1982-83 P.E.R. Committee recommended a restructuring of the P.E.R. Committee with positions as follows:

(Names appearing with an asterisk indicate returning or previously appointed members).

<u>Position</u>	<u>Current Member</u>
<u>Represented</u>	
Clergy	Keith Forrester
Community	*Roger Geroy
Community Education	*Nancy Schaffer
Colleges	*Carl Carlson
Teacher	*Joel Ortega
Business	James Lisko

<u>Position Represented</u>	<u>Current Member</u>
Special Ed.	*Bea Arett
City	Sue Porter
Edison Parent	Fern Elofson
Probstfield Parent	Dr. Larry Byrnes
Riverside Parent	Jim Cummings
Washington Parent	Kathy Carlson
Junior High Parent	William Woods
Senior High Parent	Alma Cater
Senior High Student	Kirsten Rowell
Senior High Student	Jon Lindemeyer
Board Member	*Joyce Sutter
Board Member	*Karen Koentopf
Office of Instruction	*Bob Jernberg

Recommendation: Move to appoint the members of the P.E.R. Committee as listed above.

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2. Private Schools - IMC Loan (Jernberg) Appendix D

Explanation: Appendix D-1 contains a copy of an AV Material Borrowing Agreement between the Moorhead Parochial Schools and Independent School District #152. We have received signed agreements from St. Joseph School and Park Christian School.

Recommendation: Move to accept the AV Material Borrowing Agreement between Moorhead Parochial Schools and Independent School District #152 for 1983-84 and to authorize the Administration to execute agreements for ensuing years with non-public schools.

-----

3. Personnel (Bergen) Appendix E

New Employees

Susan Hinsperger - Dental Assisting, MAVTI, effective September 12, 1983, (.571 fall and winter - .456 spring) BA (1) 7087.42 (13,731). (Based on 1982-83 salary schedule).  
 Sara Sisler - Foreign Language, Elementary, effective September 7, 1983, .786 for 45 days, BA(0) 2569.50 (13,077). (Based on the 1982-83 salary schedule).  
 Dawn Stahlberg - EMH Aide, Senior High - 3.5 hours, \$4.60 hour, effective August 29, 1983.

Recalled

Wilma Shercliffe - LD Teacher, .5 time Riverside Elementary and .5 time Senior High - BA + 75(5) \$20,722. (Based on 1982-83 salary schedule).

#### Change in Contract

Beth Henning - Part-time Kindergarten, Probstfield Elementary to full-time Kindergarten, Probstfield Elementary - BA(4) \$15,692. (Based on 1982-83 salary schedule).

Shirley Knatterud - LD Teacher to Second Grade Riverside.

Pat Suko - Librarian, Riverside - .857 to full-time BA + 30(12) \$22,753, effective August 29, 1983. (Based on the 1982-83 salary schedule).

#### Resignation

Caroline Wettstein - Food Service, Senior High - effective September 1, 1983

-----

4. Private Bus Contracts (Kaste) Appendix F

Explanation: Several administrative transfers were made prior to the opening of school to equalize the enrollments in several elementary schools, consequently, it was necessary to add two new routes. Olson Bus has agreed to operate service for the two new intra-city routes.

Route PC-I and Route 25 are additional routes this year. All others are renewal. The cost of the Faribault contract will be shared by East Grand Forks, Glyndon-Felton and Alexandria School Districts.

<u>ROUTE #</u>	<u>DESCRIPTION</u>	<u>DATE OF CONTRACT</u>	<u>BASE CONTRACT</u>	<u>FUEL ALLOCATION</u>
PC-I	Park Christian	8/24/83	\$9,000.00	1,750 gals.
Route 25	Washington/Lincoln/ Park PM	9/1/83	4,500.00	875 gals.
WE/CEP	WE/CEP	8/22/83	13,781.25	---
I-F	Special Handicapped Faribault	8/22/83	6,600.00	---
	TOTAL		\$33,881.25	2,625 gals.

Recommendation: Move to approve the contracts as stated.

-----

5. Lincoln Lease (Trochlil) Appendix G

Explanation: This may be an addendum item.



6. Land Rental

(Bergen)

Appendix H

Explanation: Bob Videen has offered \$60.00 per acre to continue renting the 60 acres south of town owned by the school district.

Recommendation: Move to accept the offer of \$60.00 per acre.

-----

7. Payments Prior to Board Meetings (Lacher)

Appendix I

Explanation: The statutes allow the Board to pass a resolution which allows the Superintendent and/or the Business Manager to enter into contracts on behalf of the school district for items that have been approved in the operating budget. We would also ask permission to pay bills in order to take advantage of special discounts. There are times the scheduled board meetings do not enable us to do this. Any bills paid would be placed on the next list of Board bills for official Board action.

Recommendation: Move to allow the Superintendent and/or Business Manager to enter into contracts on behalf of the school district and to take discounts where appropriate.

-----

8. Legislative Resolution

(Trochlil)

Appendix J

Explanation: Appendix J-1 is the format in submitting legislative resolutions. In the past, we have not approached the legislative process by the use of the Board's sub-committee. This topic was placed on the agenda but usually did not generate very much discussion.

This time I would recommend that the sub-committee (COMNET - Karen Koentopf and Dean Guida) of the Board meet with administration to review potential legislation the Board may want to support and then design appropriate resolutions.

Recommendation: For your information.

-----

9. Appointments to Vocational  
Relicensure Committee

(Bergos)

Appendix K

Explanation: Vocational staff at the AVTI, Vocational Cooperative Center, as well as Moorhead Junior High and Senior High are relicensed only after a review and approval by our local Vocational Relicensure Committee. Both the secondary and post-secondary levels are represented on the committee as well as district administration and a representative from the community.



For the past three years the Board has chosen to appoint the AVTI Director as the district administrator on this committee. In the past the Board has appointed one of its own members as the community member.

The Board should appoint persons to fill these positions for the 1983-84 term.

Recommendation: Move to reappoint the AVTI Director and a member of the Board to the Vocational Relicensure Committee.

-----

10. Technology Utilization Plan (Jernberg)

Appendix L

Explanation: At the June 28 meeting, Duane Loewen presented information on Minnesota Statutes regarding a technology utilization plan and funds for planning, hardware and in-service. Appendix L-1 contains a technology utilization agreement. A committee, chaired by Fran Laske, has been formed to review our Futuristics Task Force plan and to revise it to meet state specifications. The committee will also plan to apply for a grant for Moorhead to be a Model Technology Site.

Recommendation: The Board authorize the development of a Technology Plan and a Model Site Application.

-----

FOR YOUR INFORMATION

Appendix Z

1. Summer Maintenance Program - Appendix Z-1. Orv Kaste will review the summer accomplishments of the Building and Grounds personnel.
2. CCVC Minutes of June 30, 1983 - Appendix Z-2.
3. Region I - ESV Minutes of July 21, 1983 - Appendix Z-3.
4. Insurance Consultant - Bob Lacher will review an alternative in dealing with our insurance programs. The thought is that we may want to enter into an agreement with a consulting firm to give the district a professional opinion as to an insurance management program.

5. CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>
Athletic Council	Tuesday Sept. 13	7:00 a.m.	Townsite
MSHSL Region 8AA	Wednesday Sept. 14	7:00 p.m.	Det. Lakes
Computer In-Ser. for staff	Friday Sept. 16	8:00 a.m.	Washington
Special Board Meeting	Tuesday Sept. 20	5:00 p.m.	Townsite
P.E.R. Committee	Thursday Sept. 22	7:00 a.m.	Townsite
Mediation- Teachers	Thursday Sept. 22	8:30 a.m.	Townsite
Adult Ed/Comm. Ed. Classes Begin	Monday Sept. 26		
Policy Review Committee	Monday Sept. 26	7:00 a.m.	Townsite
MSBA Legislative Meeting	Monday Sept. 26	7:30 p.m.	Pel. Rapids
Hjemkomst Celebra- tion	Saturday, Oct 1 & Sunday, Oct.2		Moorhead

DEPARTMENT OF FINANCE  
1984 CAPITAL BUDGET  
PROJECT DETAIL REQUEST

Agency Name State Department of Education  
Institution Moorhead Area Vocational-Technical Institute  
Request Title: Reroofing of 1971 addition---31,000 square feet

Description:

Reroofing center section of the AVTI plant, including the addition of insulation and replacement of roof-top HVAC units.

Rationale for Project:

There would be a considerable savings in heating costs by adding insulation to this area. This section of roof has a number of areas where leakage is occurring. We expect the roof to deteriorate rapidly in the next three to five years. The roof-top HVAC units are a constant source of leakage.

Changes in Operation Expenses:

As well as the savings which would be experienced by reducing the annual repairs on the HVAC units, heating costs for this area should be reduced substantially. It is estimated that a savings of \$7,359 per year in operating costs would result from these repairs (April 1982 energy audit + inflation factor)(13.67 years payback).

Explanation of Governor's Recommendation:

<u>ESTIMATED COSTS:</u>	<u>TOTAL COST</u>	<u>STATE COST</u>
Land Acquisition	\$ 0.00	\$ 0.00
Construction	\$205,000.00	\$ 174,250.00
Non-Building Costs	\$	\$
Architect Fees	\$ 20,500.00	\$ 17,425.00
Equipment	\$ 0.00	\$ 0.00
Site Work	\$ 0.00	\$ 0.00
Other	\$ 0.00	\$ 0.00
Total Project Cost	\$ 225,500.00	\$ 191,675.00
Total for this Request Only	\$ 225,500.00	\$ 191,675.00
Cost/Gross Square Foot	\$ 7.27	\$ 6.18
Cost/Assignable Square Foot	\$ 7.27	\$ 6.18
Request	\$	\$
Governor's Recommendation	\$	\$



DEPARTMENT OF FINANCE  
1984 CAPITAL BUDGET  
PROJECT DETAIL REQUEST

B

Agency Name            State Department of Education  
Institution            Moorhead Area Vocational-Technical Institute  
Request Title:       Refrigeration/Air-Conditioning Shop Replacement

Description:

Construct a refrigeration/air-conditioning shop of approximately 4,200 square feet and remodel the present shop (2,136 square feet) into a multi-use classroom-shop.

Rationale for Project: The present refrigeration/air-conditioning shop containing approximately 2,136 square feet is inadequate for providing up-to-date instruction. The large size of instruction equipment such as walk-in coolers and freezers, roof-top units, commercial display cases, etc. necessitate more space. The present shop would be remodeled into a multi-purpose classroom-shop. At this AVTI, all of the rooms are scheduled so tight that there is no place to conduct workshops, seminars, etc. during normal working hours.

Changes in Operation Expenses:            The remodeled shop would allow the flexibility needed to make space available for short-term courses, workshops, etc.

There would be an increase in heating and electrical costs in proportion to the heating and electrical costs per square foot in the existing area. We estimate:

4,200 sq. ft. x \$.74 costs per sq. ft. per year (for electricity and heating in 1982-83) equals \$3,108 per year (plus inflation).

Explanation of Governor's Recommendation:

<u>ESTIMATED COSTS:</u>	<u>TOTAL</u>		<u>STATE</u>	
	<u>COST</u>	100%	<u>COST</u>	85%
Land Acquisition	\$	0.00	\$	0.00
Construction	\$	291,200.00 new const. 33,800.00 remodeling	\$	247,520.00 new const. 28,730.00 remodeling
Non-Building Costs	\$		\$	
Architect Fees	\$	32,500.00	\$	27,625.00
Equipment	\$	0.00	\$	0.00
Site Work	\$	0.00	\$	0.00
Other	\$	0.00	\$	0.00
Total Project Cost	\$	357,500.00	\$	303,875.00
Total for this Request Only	\$	357,500.00	\$	303,875.00
Cost/Gross Square Foot	\$	69.33 new const. 15.82 remodeling	\$	58.93 new const. 13.45 remodeling
Cost/Assignable Square Foot	\$	69.33 new const. 15.82 remodeling	\$	58.93 new const. 13.45 remodeling
Request	\$		\$	
Governor's Recommendation	\$		\$	



C

JUN 1 1981

TO: AVTI SUPERINTENDENTS OF SCHOOLS AND DIRECTORS  
FROM: MINNESOTA SCHOOL BOARDS ASSOCIATION  
DATE: JUNE 1, 1981

NOTE: Because of the urgency in time, we are forwarding this information which will later on be revised in format and included in Chapter 13 of the MSBA Manual.

#### AVTI BONDING LEVY

A. Introduction. In 1980, the legislature authorized school districts to levy for the local share of the cost of construction of facilities for area vocational-technical institutes. See Minnesota Statutes, Section 275.125, Subd. 14a.

B. Levy Authority.

1. In order for a district to receive this authority, the construction must be authorized by a specific legislative act enacted after January 1, 1980. The act must require that 85 percent of the cost of the construction be financed by the state and that 15 percent of the cost be financed by the district operating the AVTI.

2. If the district receives the levy authority, it may levy an amount equal to the local share of the cost of the AVTI construction minus the amount of any unappropriated net balance in the district's post-secondary vocational-technical building fund.

3. The district may levy the total amount in one year or may levy a proportionate amount of the total each year for up to three successive years.

4. A district may not levy for the local cost of the construction project if it issues bonds to finance any costs of the project.

C. Levy and Referendum Procedure. Minnesota Statutes, Section 275.125, Subdivision 14a, clause (3), contains the following elements:

1. By July 1 before a district certifies its first levy for the local share of any construction project, it must give three weeks' published notice (three publications) of the proposed levy in the legal newspaper with the largest circulation in the district.

2. The notice must state:

- a. ~~The~~ purpose of the proposed levy;
- b. The duration of the proposed levy; and
- c. The amount of the proposed levy in dollars and EARC mills.

3. If the district receives a petition within 20 days of the last publication of the notice, signed by the greater of 50 voters or 15 percent of the number of voters who voted in the district at the most recent regular school board election, the board must call a referendum on the proposed levy.

4. The referendum must be held on a date set by the school board, but no later than August 20 of the year the levy is first certified.

5. The question on the ballot must state the amount of the levy in EARC mills and in dollars in the first year of the proposed levy.

6. The conduct of the election is otherwise as provided by Minnesota Statutes, Section 123.32. For additional information, consult your revised election manual which is included as Chapter 14 of this Handbook.

D. Forms. Resolutions relating to publication of notice and a referendum election and ballot forms are included here for your convenience as Attachments A, B and C.

#### ATTACHMENT A

Extract of Minutes of Meeting  
of School Board  
of Independent School District No. \_\_\_\_\_  
(\_\_\_\_\_) \_\_\_\_\_  
County, Minnesota

Pursuant to due call and notice thereof, a \_\_\_\_\_ meeting of the School Board of Independent School District No. \_\_\_\_\_ was held on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_m.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

#### RESOLUTION PROVIDING FOR PUBLICATION OF NOTICE REGARDING PROPOSED LEVY

BE IT RESOLVED by the School Board of Independent School District No. \_\_\_\_\_ as follows:

1. The School Board finds that a necessity exists to make the levy allowed the District by Minnesota Statutes, Section 275.125, Subdivision 14a, to pay the local share of construction costs for the AVTI operated by the District.

2. The Clerk is hereby authorized and directed to cause notice of the proposed levy to be published three times in \_\_\_\_\_, the legal newspaper with the largest circulation in the District, which publications shall be a week apart.

3. The notice shall be in substantially the following form:

NOTICE OF PROPOSED LEVY  
INDEPENDENT SCHOOL DISTRICT NO. \_\_\_\_\_  
STATE OF MINNESOTA  
(Name of District)

NOTICE IS HEREBY GIVEN that the School Board of Independent School District No. \_\_\_\_\_, State of Minnesota, (Name of District), proposes to certify the levy allowed the District by Minnesota Statutes, Section 275.125, Subdivision 14a.

1. The proposed (Year) levy would be in an amount equal to \_\_\_\_\_ mill(s) times the most recent adjusted assessed valuation of the taxable property of the District, which when applied to that valuation would raise \$ \_\_\_\_\_ in the first year.

2. The duration of the levy would be \_\_\_\_\_ year(s).

3. The purpose of the levy would be to pay the District's share of the costs of construction of the AVTI operated by the District.

Dated: \_\_\_\_\_, 19\_\_.

BY ORDER OF THE SCHOOL BOARD

(Clerk's Name)  
Clerk, Independent School District No. \_\_\_\_\_  
State of Minnesota

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA )  
 ) SS  
COUNTY OF \_\_\_\_\_ )

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. \_\_\_\_\_, \_\_\_\_\_, Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the School Board of said District duly called and held on the date therein indicated, insofar as such minutes relate to a publication of notice of a proposed levy, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
Clerk



ATTACHMENT B

Extract of Minutes of Meeting  
of School Board  
of Independent School District No. \_\_\_\_\_  
( \_\_\_\_\_ )  
\_\_\_\_\_ County, Minnesota

Pursuant to due call and notice thereof, a \_\_\_\_\_ meeting of the School Board of Independent School District No. \_\_\_\_\_ was held in the Board office in \_\_\_\_\_ in the City of \_\_\_\_\_, Minnesota, on \_\_\_\_\_, 19\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_m.

The following members were present:

and the following were absent:

\_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO  
REFERENDUM ON PROPOSED LEVY

BE IT RESOLVED by the School Board of Independent School District No. \_\_\_\_\_ as follows:

1. A sufficient number of qualified voters have petitioned the School District, within 20 days after \_\_\_\_\_, 19\_\_\_\_, the date of the last publication of the notice proposing a levy pursuant to Minnesota Statutes, Section 275.125, Subdivision 14a, to require the Board to conduct a referendum on the proposed levy.

2. The question shall be submitted to the qualified electors of the District at a special election, which is hereby called and directed to be held on (Day of Week) \_\_\_\_\_, the \_\_\_\_\_ day of (Month) \_\_\_\_\_, 19\_\_\_\_, between the hours of \_\_\_\_\_ a.m. and \_\_\_\_\_ p.m.

3. The voting precincts for said election, and the polling places within the respective precincts, shall be those established by Board resolution adopted \_\_\_\_\_ and which have at all times since been used for all school district elections.

4. The Clerk is hereby authorized and directed to cause notice of said election to be posted at not less than three public and conspicuous places within the district, including one notice to be posted at each of said polling places, at least ten days before the date of said election, and to cause said notice to be published in the \_\_\_\_\_, at least one week before the election, said newspaper being the official newspaper of the district. The notice so posted and published shall state the question to be submitted to the electors as set forth in the form of ballot below, and shall include the description of each established precinct and polling place.

5. The Clerk is further authorized and directed to cause printed ballots to be prepared for use at said election in substantially the following form on the front of ballot:



## OFFICIAL BALLOT

## SPECIAL ELECTION

INDEPENDENT SCHOOL DISTRICT NO. \_\_\_\_\_  
 ( \_\_\_\_\_ )  
 \_\_\_\_\_, 19\_\_\_\_

Vote on the proposition stated below:

<input type="checkbox"/>	YES	SHALL INDEPENDENT SCHOOL DISTRICT NO. _____ OF _____, MINNESOTA, BE AUTHORIZED TO LEVY _____ MILLS TIMES THE ADJUSTED ASSESSED VALUATION OF THE DISTRICT, WHICH WILL RAISE \$ _____ IN (INSERT FIRST YEAR OF LEVY) _____, TO FINANCE THE LOCAL COSTS OF AREA VOCATIONAL-TECHNICAL INSTITUTE CONSTRUCTION IN THE DISTRICT?
<input type="checkbox"/>	NO	

INSTRUCTION TO VOTERS: Voters desiring to vote in favor of said proposition put a cross mark (X) in the square opposite the word YES. Voters desiring to vote against said proposition put a cross mark (X) in the square opposite the word NO.

On the back of all ballots shall be printed the words "OFFICIAL BALLOT", the date of the election, and lines for the initials of two judges. The printing shall be so placed as to be visible when the ballot is properly folded for deposit.

6. The following persons are hereby appointed as judges of election, to act as such at the respective polling places and for the respective precincts listed below:

Precinct and Polling Place  
 (List Precinct Number and Polling  
 Place Location)

Election Judges  
 (List Names of Election Judges assigned  
 to each Polling Place)

7. The election judges shall act as clerks of election, count the ballots cast, and submit to this Board for canvass in the manner provided for other School District elections.

The motion for the adoption of the foregoing resolution was duly seconded by

\_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. \_\_\_\_\_, \_\_\_\_\_, Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the School Board of said District duly called and held on the date therein indicated, insofar as such minutes relate to the calling of a referendum, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
Clerk

ATTACHMENT C

OFFICIAL BALLOT

SPECIAL ELECTION

INDEPENDENT SCHOOL DISTRICT NO. \_\_\_\_\_  
( \_\_\_\_\_ )  
\_\_\_\_\_, 19\_\_

Vote on the proposition stated below:

<input type="checkbox"/>	YES	SHALL INDEPENDENT SCHOOL DISTRICT NO. _____ OF _____,
		MINNESOTA, BE AUTHORIZED TO LEVY _____ MILLS TIMES THE ADJUSTED
		ASSESSED VALUATION OF THE DISTRICT, WHICH WILL RAISE \$ _____
<input type="checkbox"/>	NO	IN (INSERT FIRST YEAR OF LEVY) _____, TO FINANCE THE LOCAL COSTS OF
		AREA VOCATIONAL-TECHNICAL INSTITUTE CONSTRUCTION IN THE DISTRICT?

INSTRUCTION TO VOTERS: Voters desiring to vote in favor of said proposition put a cross mark (X) in the square opposite the word YES. Voters desiring to vote against said proposition put a cross mark (X) in the square opposite the word NO.

Reverse Side:

OFFICIAL BALLOT

\_\_\_\_\_, 19\_\_

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Judge

D

BOARD RESOLUTION FOR CONSTRUCTION OF VOCATIONAL FACILITIES

At a meeting of the School Board of Independent District No. 152,  
Moorhead, Minnesota, held at 7:30 o'clock P.M. on the day of  
September 13, 1983, Board Member, \_\_\_\_\_ moved the  
adoption of the following resolution:

WHEREAS, this board has authorized the submission of an application to  
the Minnesota State Board of Education for financial participation in the  
construction of vocational education facilities.

BE IT RESOLVED, that in order to facilitate the approval of the said  
application, this board makes the following representations:

1. This project will be in accordance with the current State Plan  
for Vocational-Technical Education.
2. This project will be in accordance with the Education Division  
General Administrative Regulations (DHEW/OE), Federal Register  
Vol. 45, No. 66, 4-3-80 and subsequent changes.
3. The assurance of compliance with the OCR Guidelines which include  
Title VI, IX, and Section 504 dated \_\_\_\_\_ applies to  
the application submitted herewith.

Board Member, \_\_\_\_\_ seconded the resolution and the roll  
call being called on the adoption, the vote resulted as follows:

<u>Curt Borgen</u> _____	<u>Dean Guida</u> _____
<u>Richard Pemble</u> _____	<u>Michael Hulett</u> _____
<u>Joyce Sutter</u> _____	_____
<u>Karen Koentopf</u> _____	_____
<u>Wayne Puppe</u> _____	_____

Thereupon the Chairperson declared such resolution duly adopted.

-----  
CERTIFICATE

The undersigned Clerk of the Moorhead School District  
Board of Education hereby certifies that the foregoing is a true and  
correct copy of a resolution adopted by the said Board of Education at  
the time indicated in such resolution.

Date September 13, 1983

(Signed) \_\_\_\_\_  
Clerk



AV MATERIAL BORROWING AGREEMENT  
BETWEEN THE MOORHEAD PAROCHIAL SCHOOLS  
AND INDEPENDENT SCHOOL DISTRICT #152

APPENDIX D-1

SEP 01 1983

It is hereby agreed that the Moorhead School District will loan AV Materials\* to the parochial schools in Moorhead during the 1983-84 school year under the following conditions:

1. Teachers in the Moorhead Public Schools will have priority when scheduling materials; but once confirmation has been recieved no changes will be made.
2. No phone orders will be accepted; written orders on the appropriate forms must be turned in at least one week in advance.
3. Materials must be returned the morning of the due date.
4. For scheduling purposes the Moorhead Public School calendar will be used.
5. A service fee of \$1.00 per student enrolled in the participating parochial school will be charged, payable at the beginning of the school year.

This agreement will be in effect during the 1983-84 school year only.

\* For loan purposes AV materials include: 16mm films, filmstrips, records, cassettes, transparencies, and kits owned by District #152.

Computer disks and video tapes are not included in this agreement.

Signed \_\_\_\_\_

\_\_\_\_\_

Signed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



OVER

**BACKGROUND & RATIONALE:**

Please place an "x" in front of any of the following which are applicable.

resolution was proposed by an individual.

If additional information or clarification is required, the person to contact is

\_\_\_\_\_, Title \_\_\_\_\_  
 Telephone Number (home) - - - - - (office) - - - - - .

Minnesota School Boards Association

Post Office Box 119

St. Peter, Minnesota 56082

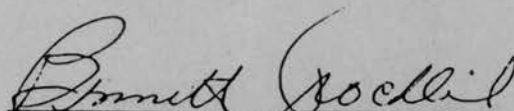
 Minnesota State Department of Education	School Aids and Levies 915 Capitol Square - 550 Cedar St. Paul, MN 55101	TECHNOLOGY UTILIZATION PLAN CERTIFICATION OF AGREEMENT	ED-01694-01
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GENERAL INFORMATION: Minnesota Statute 129B.12 provides school districts with funds to develop and adopt as part of its educational policy a written technology utilization plan, in consultation with the Curriculum Advisory Committee for planning, evaluation and reporting that will meet the criteria attached to this application. A technology utilization plan approved by the State Board of Education is necessary for receiving inservice and courseware funds.

- INSTRUCTIONS: (1) School districts qualified and interested in receiving the identified aid should complete this form.
- (2) Retain a copy of the completed form for local district records.
- (3) Return the completed form to the above address.

DISTRICT IDENTIFICATION		
Name of School District Moorhead Public Schools	District Number 152	
Name of District Contact Robert Jernberg	Title Ass't Supt.-Instruction	Telephone (Include Area Code) '218' 236-6400

PROGRAM INFORMATION
<p>1. A school district which applies for aid to develop a technology utilization plan shall receive \$0.75 times average daily membership for the 1982-83 school year. No district which applies for aid shall receive less than \$500.</p> <p>2. The Department of Education shall pay aid to a district within 30 days of receiving the district's application. Districts which receive aid shall submit technology utilization plans by January 31, 1984, or within 90 days of receiving aid whichever is later.</p>

CERTIFICATION OF INFORMATION	
I hereby certify that:	
1. The money will be used to develop a written technology utilization plan.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2. A separate account for the receipt and disbursement of funds for this program will be established by the district.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3. A plan will be developed and adopted in consultation with the Planning, Evaluation and Reporting Curriculum Advisory Committee.	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
 Signature - Superintendent of School District	September 13, 1983 Date

MEMO# S-84-42

TO: School Board  
Administration

FROM: Orv Kaste

RE: Capital Outlay and Maintenance Repair Projects

DATE: August, 1983

WASHINGTON ELEMENTARY

1. Mudjack sidewalk and steps
2. Cover air conditioners and straighten fins on coils
3. Install alarm in computer room
4. Replace draperies in five rooms
5. Repair vinyl curtains on stage
6. Cover glass block on south, north and west sides
7. Replace broken glass blocks
8. Repair damaged ceilings
9. Kindergarten remodeling
10. Fill and resod
11. Paint flashing
12. Paint flagpole
13. Paint 16 classrooms
14. Paint 5 toilets
15. Paint hallway

EDISON ELEMENTARY

1. Repair and mudjack sidewalk
2. Install burglar alarm
3. Replace broken glass block
4. Replace broken glass
5. Paint flagpole

RIVERSIDE ELEMENTARY

1. Replace broken glass block
2. Restripe play area
3. Mudjack and repair sidewalk
4. Install shelf
5. Repair door jamb
6. Refinish four doors
7. Paint three classrooms
8. Paint flagpole
9. Repair damaged wall tile areas
10. Repair and paint damaged bell covers
11. Install outside bells and upgrade inside system
12. Repair boiler insulation



PROBSTFIELD ELEMENTARY

1. Replace loading dock
2. Mudjack damaged sidewalk
3. Paint 20 classrooms
4. Replace letter "S" on school
5. Replace glass on west entry
6. Fill in areas in playground
7. Repair ceiling tile
8. Install supports for projector screens

MOORHEAD JUNIOR

1. Mudjack damaged areas
2. Repair damaged ceilings
3. Paint locker room
4. Paint classroom

SENIOR HIGH

1. Mudjack damaged sidewalk
2. Mudjack south side entry area
3. Trim and remove trees
4. Fill and resod
5. Repair and touch up paint in pool
6. Paint three classrooms
7. Also paint five AV rooms, two stages, counseling room, secretary's office, two teachers' lounges, elevator, south wall in large auditorium
8. Seal pool deck area
9. Remove iron railing around track
10. Replacement of plexiglass in doors
11. Replacement of ceiling tile
12. Repair of terrazzo
13. Repair carpet in library
14. Special Education remodeling
15. Erect gas storage shed

WASHINGTON ANNEX

1. Paint boards covering air intake
2. Repair steps
3. Mudjack damaged sidewalks
4. Repair ceilings
5. Paint 3 classrooms
6. Paint metal gate covers and bulleting boards

TOWNSITE CENTRE

1. Paint two restrooms and hallway
2. Paint flagpole
3. Fill in areas and reseed

CLAY COUNTY VOCATIONAL COOPERATIVE CENTER MINUTES  
THURSDAY, JUNE 30, 1983  
CLAY COUNTY VOCATIONAL COOPERATIVE CENTER 4:00 P.M.

CALL TO ORDER

The meeting was called to order by Chairman Courtney Carlson. Courtney turned the chair over to Clarence Mikkelsen to continue the order.

ATTENDANCE

The following were present: Hawley: Courtney Carlson, Supt. Duane Rafteseth. Barnesville: Don Halverson, Supt. Ed Thompson. Dilworth: Rolland Coalwell, Supt. Don Vellenga. Glyndon-Felton: Clarence Mikkelsen, Supt. Harold Larson. Moorhead: Curt Borgen. Absent: Moorhead: Supt. Bennett Trochlil.

MINUTES OF PREVIOUS MEETING

Moved by Coalwell, seconded by Halverson that the minutes of the May 4, 1983, meeting and the minutes of the May 18, 1983, special meeting be approved as read. Motion carried unanimously.

CONSIDERATION OF CLAIMS

Moved by Borgen, seconded by Halverson that the Center claims be paid for May in the amount of \$8,317.50. Motion carried unanimously.

Moved by Borgen, seconded by Coalwell that the Center claims be paid for June in the amount of \$6,916.50. Motion carried unanimously.

DIRECTOR'S REPORT

Moved by Coalwell, seconded by Borgen to approve telephone deposit transfers for May in the amount of \$35,435.00. Motion carried unanimously.

Moved by Halverson, seconded by Borgen to approve telephone deposit transfers for June in the amount of \$34,944.00. Motion carried unanimously.

Mr. Folstrom gave an update on the Preschool Program.

A motion was made by Borgen, seconded by Coalwell in favor of offering the CCCPP for 83-84 at a no cost basis subject to approval of all local boards. Motion carried unanimously.

NEW BUSINESS

A motion was made by Halverson, seconded by Mikkelsen, to approve Special Services to write a letter of intent to apply for a MCH Grant. Motion carried unanimously.

CCVCC Minutes  
June 30, 1983  
Page 2

#### NEW BUSINESS (continued)

Mr. Folstrom presented information from the State Department on the Minimum Offerings and Cooperative Aid Legislation.

Mr. Folstrom discussed the need and plan for changing the cooperative curriculum structure.

A motion was made by Coalwell, seconded by Carlson to approve the following Board meeting dates for the 83-84 school year:

August 24, 1983	8:30 P.M.
October 5, 1983	8:00 P.M.
November 9, 1983	8:00 P.M.
December 14, 1983	10:30 A.M.
February 1, 1984	10:30 A.M.
March 7, 1984	10:30 A.M.
April 11, 1984	10:30 A.M.
May 16, 1984	8:00 P.M.
June 27, 1984	3:00 P.M.

Motion carried unanimously.

#### NEXT MEETING DATE

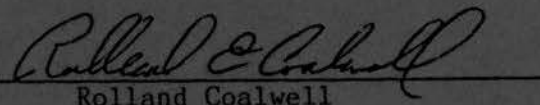
The next meeting will be held August 24, 1983, at 8:30 P.M. at the Washington Annex.

#### ADJOURNMENT

Moved by Halverson, seconded by Borgen to adjourn. Motion carried unanimously.

The Governing Board and administration staff expressed their appreciation to Mr. Clarence Mikkelsen for his many years of dedicated service to the Center and education community. Mr. Mikkelsen will leave the Glyndon-Felton and Center Board as of July 1, 1983.

Clerk

  
Rolland Coalwell

MINUTES  
Region I - ESV  
810 - 4th Avenue South  
Moorhead, MN 56560

The Region I - ESV Executive Board Meeting was held in Thief River Falls July 21, 1983. The meeting was called to order by Paul Hoff, Vice-Chairman. Executive Board Members present: Karen Fossell, Paul Hoff, Allen Larson, Robert Larson, Thomas Sczepanski, Bernie Solberg, Harry Sjulson and Executive Director, Burdette V. Clifford. James Lamont, Advisory Superintendent, was also present.

Thomas Sczepanski moved, Allen Larson seconded, motion carried unanimously to approve the agenda.

Robert Larson moved, Thomas Sczepanski seconded, motion carried unanimously to approve the minutes of June 23, 1983.

Burdette V. Clifford, Executive Director, temporarily chaired the meeting for the election of the Chairman of the Executive Board. Paul Hoff was unanimously elected Chairman and assumed that position. Other officers elected by unanimous vote were:

Vice - Chairman -	Harry Sjulson
Clerk -	Thomas Sczepanski
Treasurer -	Allen Larson

Thomas Sczepanski moved, Allen Larson seconded, motion carried unanimously to schedule the regular meeting date of the Executive Board on the fourth Thursday of each month at 7:00 p.m. and alternate the meetings between Moorhead and Thief River Falls.

Allen Larson moved, Karen Fossell seconded, motion carried unanimously to name the Fargo-Moorhead FORUM as the official newspaper for publication of minutes and other legal notices for 1983-84.

Thomas Sczepanski moved, Harry Sjulson seconded, motion carried unanimously to designate the First National Bank of Moorhead and American Federal Savings and Loan of Moorhead as the official depositories for Region I funds for 1983-84.

Allen Larson moved, Robert Larson seconded, motion carried unanimously that the salaries for the Executive Board for 1983-84 remain at \$50.00 per meeting plus expenses.

Robert Larson moved, Thomas Sczepanski seconded, motion carried unanimously to approve the bills as presented in the amount of \$63,434.84.

American Family Life Assu	Payroll deduction	45.70
AID	Payroll deduction	500.00
Amoco Oil Co.	Lease car expense	34.29
Robert Berg	Board travel	34.30
	Per diem	300.00



Gordon Borsvold	Per diem	150.00
Burroughs Corp	Maintenance, contracts payable	2,061.29
Diercks Printing Co.	Printing of forms	117.85
Fargo Paper Co.	Office supplies	106.41
FBS	Microfiche	894.30
Willis Frazee	Travel	122.39
Hartford Insurance	Dental insurance	358.72
Paul Hoff	Board travel	43.50
	Per diem	200.00
IBM	Keypunch lease	323.85
Jims Parcel Delivery	Delivery service	14.00
Gene Kjellberg	Board travel	82.60
Michael Kunde	Travel	10.00
Kvamme travel	Travel expense	461.00
James Lamont	Board travel	38.90
Allen Larson	Board travel	71.10
	Per diem	350.00
Robert Larson	Board travel	64.20
	Per diem	300.00
Robert Meindl	Board travel	19.78
Metro Claims	Self-insured medical insurance	13.06
Metro II	Supplies	111.15
Miller/Davis Co.	Supplies	87.78
MN Assn of School Adm	Membership	415.00
Moorhead Dist 152	Lease	1,506.00
Moorhead Post Office	Postage for meter	287.85
NDSU Business Office	Keypunch service	51.64
Carroll Nelson	Per diem	200.00
	Board travel	30.62
Northern School Supply	Supplies	26.48
Northwestern Bell	Telephone expense	132.77
Petty Cash	Reimburse fund to \$200	51.28
Pitney Bowes	Meter rental	59.25
Purolator	Express charges	92.15
Quill	Supplies	83.34
Reardons	Drum replacement - copy machine	250.00
Reliance Standard Life Ins	Long-term disability	177.37
Thomas Sczepanski	Per diem	150.00
	Board travel	64.20
Harry Sjulson	Per diem	300.00
	Board travel	58.22
Spaulding Motor Sales, Inc.	Lease car payment	350.00
The Forum	Printing of minutes	79.14
Mark VandeVelde	Travel	16.36
Marsha Ziegler	Travel	5.00
Blackbox Catalog	Modem eliminator	491.85
Burroughs	Contracts payable, maintenance, software, tapes	

Kvanme Travel	Travel expense	120.00
Moorhead Dist. 152	Lease	1,571.66
Moorhead Insurance	Insurance - Multi-Regional CC	3,699.00
Moorhead Post Office	Postage	12.15
Northern School Supply	Supplies	26.47
Northwestern Bell	Telephone expense	142.60
Petty Cash	Reimburse fund to \$200	1.56
Purolator	Express charges	29.55
Quill	Supplies	18.71
Reliance Standard Life	Long term disability	88.97
Glen Shaw	Board travel	503.90
Region III	Student Services supplies	269.58
The Forum	Printing of minutes	77.59
Purolator	Express charges	11.35
B. V. Clifford	Travel	243.80
Donn Hanson	Travel	14.00
Safeco	Health insurance	1,397.95
Metro Claims	May, June & July Service Claim Fee	180.00
Black Box Catalog	Modem eliminator	327.73
Irv Anderson	Consultant services	300.00
Northwestern Bell	Telecommunications	8,837.72
	Regular telephone charges	1,350.11
Metro Claims	May, June, July Claim Serv Fee	80.00
Dan Riley	Travel	39.00
Robert Gibb	Air conditioning maintenance	283.40
Northwestern Bell	Telephone expense	300.00

James Lamont reported on recent action taken by the Computer Council and explained the function of the Computer Council for the new members of the Executive Board.

The Director's report included an explanation of the relationship between Region I, Region IV and the Multi Regional Computer Center.

The next meeting of the Executive Board will be on August 25, 1983 in Moorhead at 7:00 p.m.

Thomas Sczepanski moved, Allen Larson seconded, motion carried unanimously to adjourn the meeting.

Respectfully submitted,

Thomas Sczepanski  
Clerk

MEMO S-84-61

TO: Board of Education  
FROM: Ben Trochlil  
DATE: September 9, 1983  
RE: Addendum Item

Attached is an item for the agenda that was received after the regular Board Agenda was prepared. We wish this item to be considered at Tuesday night's meeting.

## ADDENDUM ITEM

### Request for Additional Special Education Personnel

#### Explanation

Requests for an additional full-time Hearing Impaired/Deaf teacher and an additional .714 FTE speech clinician have been received and are included in this addendum. It is necessary to employ these two staff members to continue to provide appropriate services. Cost to the District after special education aids is estimated to be a total of \$10,848.00.

On Friday, September 2, 1983, the administration employed an aide to assist in serving a blind student at Edison Elementary. The employment of this aide was necessary to assure the student access to the regular class offerings. Total cost to the District after special education aids is estimated to be \$9.31 per day.

#### Recommendation

Move to authorize the above positions.



MOORHEAD PUBLIC SCHOOLS  
Moorhead, Minnesota

7/1/80)

Budget  
(Year)

PROPOSAL FORM

NAME OF BUILDING: Thomas Edison Elementary School

TOPIC OF PROPOSAL: Additional HI staff needs

SUBMITTED BY: Norm Felde/Jan Bootin DATE: 9-6-83

SUBMITTED TO: Rod Bergen  
Bob Jernberg  
Al Swedberg

PERSON RESPONSIBLE TO RECOMMEND  
TO SUPERINTENDENT: Robert Jernberg

Recommendation (by person responsible):

Approve      Disapprove      Hold      Refer to Cabinet     

Date                     

Complete a description of your program proposal. All six (6) areas must be addressed. Information in support of your proposal should be as comprehensive as possible.

1. Describe the proposal for funding. THE ADDITION OF ONE FULL TIME TEACHER. OF THE HEARING IMPAIRED.
- a. provide reading instruction,
  - b. consult with classroom teachers regarding students performance in all academic areas and provide additional instruction as needed,
  - c. accompany children to mainstreamed classes to interpret and make curriculum adjustments to meet childrens needs, and
  - d. assume responsibility for pending referrals of hearing impaired students from other schools.

2. Explain in detail the rationale or purpose of the proposal. (Please relate, if possible, your rationale to the previously identified high priority problems of your school.)

AT THE ELEMENTARY LEVEL.

- a. The Hearing Impaired Program's staff currently includes one full time Teacher of the Hearing Impaired and one full time Interpreter/aide.
  - b. For the 1983-84 school year, staff was reduced by a .5 Teacher of H.I. and a .5 interpreter/aide; although, student numbers remained the same.
  - c. The program serves seven students at six grade levels.
  - d. Two students requiring total resource reading programs and academic follow-up are not currently being served due to inadequate teacher time.
  - e. Two students requiring interpreters are not attending appropriate mainstream classes in regular classrooms for 3-4 hours daily because staff is unavailable to accompany them.
  - f. Currently, the teacher and interpreter/aide have no preparation time.
3. State the negative implications if the proposal is not approved.
- a. Children's IEP time will not be met, making the district vulnerable to possibly legal action.
  - b. There will be inadequate academic instructional time.
  - c. There will be inappropriate grouping of students for academic instruction.
  - d. Students will not be mainstreamed into regular classrooms when appropriate because an interpreter will not be available.
  - e. The overall strength of the educational program and students progress will be diminished.
4. List alternative actions available if this proposal is not approved. (It is assumed that any alternative listed is less desirable than the proposal.)
- a. Refuse services for some hearing impaired students.
  - b. Group students at different instructional levels for teaching.
  - c. Fail to provide appropriate mainstreaming into regular classrooms for some students.
  - d. Add a part time teacher of the Hearing Impaired and reduce services to students accordingly.

5. Estimate the cost implications of this proposal on the following chart.

PROPOSAL BUDGET

PERSONNEL	*1 Number Re- quested	Total Cost	Code to be Charged	Reimburse- ment (Fed/State)	Net District Cost
Administrators					
Teachers	1	16,000	01-200-465-746-140	11,200	4,800
Clerical					
Aides:					
No. & Hrs/Day					
Teacher Aides					
Noon Aides					
FRINGE BENEFITS	Total Salaries W.C., LTD, Life, Health = 1374 X 20% Worker's Compensation X salary X .0035 =				1,570
SUPPLIES					
*2 CAPITAL OUTLAY					
OTHER EXPENSES					
*3 TOTAL COST <u>17,570</u> Net District Cost <u>6,370</u>					
Comments on budgetary items:					

1 F.T.E. (Full-time equivalent)

2 Equipment, remodeling, site improvement, etc.

3 Approval by Business Office before Superintendent's Approval



MOORHEAD PUBLIC SCHOOLS  
Moorhead, Minnesota

7/1/80)

1983-84 Budget  
(Year)

PROPOSAL FORM

NAME OF BUILDING: Washington Elementary, St. Joseph School

TOPIC OF PROPOSAL: Increase in speech/language services

SUBMITTED BY: Bob Olson, Anne Moyano DATE: September 8, 1983

SUBMITTED TO: Alan Swedberg  
Bob Jernberg  
Rodney Bergen

PERSON RESPONSIBLE TO RECOMMEND  
TO SUPERINTENDENT: Robert Jernberg

Recommendation (by person responsible):

Approve ☐ Disapprove ☐ Hold ☐ Refer to Cabinet ☐

Date                     

Complete a description of your program proposal. All six (6) areas must be addressed. Information in support of your proposal should be as comprehensive as possible.

1. Describe the proposal for funding.

Increase speech/language staff by 5/7 position in order to serve students at Washington Elementary and St. Joseph School.



2. Explain in detail the rationale or purpose of the proposal. (Please relate, if possible, your rationale to the previously identified high priority problems of your school.)

The rationale is to provide speech/language services to students at Washington and St. Joseph. They include 15 children at Washington and 2 at St. Joseph who currently have IEP's in place, but have not been scheduled for service due to lack of time in clinicians' schedules. Additional referrals are anticipated.

The need for increased service time appears to be based on the following:

- a. District enrollment trends. While enrollment has declined at the secondary level, it has increased or maintained at the preschool, kindergarten, and primary levels. The majority of speech/language services are provided to children at the preschool to primary levels, while very few secondary students receive such services. Thus recent district enrollment trends have not lessened the need for speech/language services.
- b. A larger-than-usual number of kindergarten-age children requiring speech/language services. These children entered kindergarten or special education programs with IEP's and many of them are requiring intensive service.

3. State the negative implications if the proposal is not approved.

- a. Parents of children not receiving service must be informed. The district must inform the parents of the process for going to conciliation conference and impartial due process hearing.
- b. Parents and teachers of children about to be recommended for service must be informed that services are unavailable. Refusal to provide service is in violation of state and federal law.
- c. If the children needing service were included in present caseloads, none of them would be receiving the type of educational program determined to be appropriate for them.

4. List alternative actions available if this proposal is not approved. (It is assumed that any alternative listed is less desirable than the proposal.)

Refuse to provide service and allow parents to go to conciliation and due process hearing.

5. Estimate the cost implications of this proposal on the following chart.

PROPOSAL BUDGET

PERSONNEL	*1 Number Re- quested	Total Cost	Code to be Charged	Reimburse- ment (Fed/State)	Net District Cost
Administrators					
Teachers	.714	14,752	01-200-470-747-140	10,326	4,426
Clerical					
Aides:					
No. & Hrs/Day					
Teacher Aides					
Noon Aides					
FRINGE BENEFITS	Total Salaries W.C. X 20% Worker's Compensation X salary X .0035 =				52
SUPPLIES					
*2 CAPITAL OUTLAY					
OTHER EXPENSES					
*3 TOTAL COST <u>14,804</u> Net District Cost <u>4,478</u>					
Comments on budgetary items:					

- 1 F.T.E. (Full-time equivalent)  
 2 Equipment, remodeling, site improvement, etc.  
 3 Approval by Business Office before Superintendent's Approval

Regular Meeting  
Board of Education  
Independent School District #152  
September 13, 1983

S/m 9/1805  
min  
9/13/83

Members Present: Joyce Sutter, Karen Koentopf, Mike Hulett, Curt Borgen, Richard Pemble.

Members Absent: Dean Guida, Wayne Puppe

The meeting was called to order by Curt Borgen, Chairperson

PREVIEW - Added to the agenda were the following items: Staffing of Washington School, Special Education Staffing, Demolishing Lincoln School and St. Ansgar Proposal.

MINUTES - Joyce Sutter moved, seconded by Richard Pemble, to approve the minutes of August 9 and August 23, 1983. Motion carried.

CLAIMS - Richard Pemble moved, seconded by Karen Koentopf, to approve the claims in the amount of \$556,163.53. Motion carried.

GENERAL FUND	\$ 134,352.23
FOOD SERVICE	27,927.98
TRANSPORTATION FUND	54,195.79
COMMUNITY SERVICE	8,601.47
CAPITAL OUTLAY	113,139.21
DEBT REDEMPTION	9,494.00
MAVTI-GENERAL FUND	67,876.58
MAVTI-COMM. SERVICE	4,899.19
VO-TECH CAP. OUTLAY	80,313.16
STUDENT GRANTS FUND	54,545.48
TOWNSITE CENTRE	817.94
GRAND TOTAL	\$ 556,163.53



Regular Meeting  
Board of Education  
Independent School District #152  
September 13, 1983  
Page two

MAVTI CONSTRUCTION - Joyce Sutter moved, seconded by Karen Koentopf, to approve the construction of a refrigeration/air conditioning shop of approximately 4,200 square feet and the remodeling of the present shop (2,136 square feet) into a multi-use classroom/shop. Richard Pemble moved, seconded by Mike Hulett, to approve the reroofing of the center section of the AVTI plant, including the addition of insulation and replacement of roof-top HVAC units. Mike Hulett moved, seconded by Joyce Sutter, to submit a letter to the State Department asking them to pick up 100% of the funding for the roof repair project out of the Repair and Betterment Fund. Motion carried.

P.E.R. COMMITTEE - Richard Pemble moved, seconded by Mike Hulett, to appoint members of the P.E.R. committee as listed:

<u>Position Represented</u>	<u>Current Member</u>
Clergy	Keith Forrester
Community	*Roger Geroy
Community Education	*Nancy Schaffer
Colleges	*Carl Carlson
Teacher	*Joel Ortega
Business	James Lisko
Special Ed.	*Bea Arett
City	Sue Porter
Edison Parent	Fern Elofson
Probstfield Parent	Dr. Larry Byrnes
Riverside Parent	Jim Cummings
Washington Parent	Kathy Carlson
Junior High Parent	William Woods
Senior High Parent	Alma Cater
Senior High Student	Kirsten Rowell
Senior High Student	Jon Lindemeyer
Board Member	*Joyce Sutter
Board Member	*Karen Koentopf
Office of Instruction	*Bob Jernberg

Motion carried.

PRIVATE SCHOOLS - IMC LOAN - Mike Hulett moved, seconded by Joyce Sutter, to accept the AV Material Borrowing Agreement between Moorhead Parochial Schools and Independent School District #152 for 1983-84 and to authorize the Administration to execute agreements for ensuing years with non-public schools. Motion carried.

PERSONNEL - Karen Koentopf moved, seconded by Joyce Sutter, to approve the personnel as follows:



Regular Meeting  
Board of Education  
Independent School District #152  
September 13, 1983  
Page three

New Employees

Susan Hinsperger - Dental Assisting, MAVTI, effective September 12, 1983, (.571 fall and winter - .456 spring) BA (1) \$7,087.42 (\$13,371.00). (Based on the 1982-83 salary schedule).

Sara Sisler - Foreign Language, Elementary, effective September 7, 1983, .786 for 45 days, BA (0) \$2,569.50 (\$13,077.00). (Based on the 1982-83 salary schedule).

Dawn Stahlberg - EMH Aide, Senior High - 4.0 hours, \$4.60 per hour, effective August 29, 1983.

Recalled

Wilma Shercliffe - LD Teacher, .5 time Riverside Elementary and .5 time Senior High - BA +75 (5) \$20,722.00. (based on the 1982-83 salary schedule).

Change in Contract

Beth Henning - Part-time Kindergarten, Probstfield Elementary to full-time Kindergarten, Probstfield Elementary - BA (4) \$15,692.00. (based on the 1982-83 salary schedule).

Shirley Knatterud - LD Teacher to second grade, Riverside.

Pat Suko - Librarian, Riverside - .857 to full-time BA + 30 (12) \$22,753.00, effective August 29, 1983. (Based on the 1982-83 salary schedule).

Resignation

Caroline Wettstein - Food Service, Senior High, effective September 1, 1983.

Motion carried.

SPECIAL EDUCATION STAFFING - Mike Hulett moved, seconded by Joyce Sutter, to authorize the additions of the following personnel: Full-time Hearing Impaired/Deaf Teacher and .714 FTE speech clinician with an estimated cost to the district of \$10,848.00 and an aide to assist in serving a blind student at Edison Elementary with an estimated cost to the district of \$9.31 per day. Motion carried.

PRIVATE BUS CONTRACTS - Karen Koentopf moved, seconded by Joyce Sutter, to approve the contracts as stated:

Regular Meeting  
Board of Education  
Independent School District #152  
September 13, 1983  
Page four

<u>ROUTE #</u>	<u>DESCRIPTION</u>	<u>DATE OF CONTRACT</u>	<u>BASE CONTRACT</u>	<u>FUEL ALLOCATION</u>
PC-I	Park Christian	8/24/83	\$9,000.00	1,750 gals.
Route 25	Washington/Lincoln/ Park PM	9/1/83	4,500.00	875 gals.
WE/CEP	WE/CEP	8/22/83	13,781.25	---
I-F	Special Handicapped Faribault	8/22/83	6,600.00	---
Total			\$33,881.25	2,625 gals.

Motion carried.

LINCOLN LEASE - Mr. Bergen presented a proposal concerning the purchase of Lincoln Grade School by the Moorhead Blackbelt Karate School. Wayne Puppe and Mike Hulett were appointed by the Board to pursue this proposal.

DEMOLISHING LINCOLN SCHOOL - Joyce Sutter moved, seconded by Karen Koentopf, to award the low bid meeting specifications to Northern Improvement Co. (base bid plus alternate 1) for \$44,314.00. Mike Hulett recommended that the Clay County Historical Society go through the building before this is done. Motion carried.

LAND RENTAL - Mike Hulett moved, seconded by Karen Koentopf, to accept the offer of \$60.00 per acre from Bob Videen for the 60 acres south of town that is owned by the district. Motion carried.

PAYMENTS PRIOR TO BOARD MEETINGS - Richard Pemble moved, seconded by Joyce Sutter, to allow the Superintendent and/or Business Manager to enter into contracts on behalf of the school district and to take discounts where appropriate. Motion carried.

LEGISLATIVE RESOLUTION - Ben Trochlil recommended that the Board take a more active participation in legislation and that he and Dean Guida and Karen Koentopf set up meetings to do this.

APPOINTMENTS TO VOCATIONAL RELICENSURE COMMITTEE - The Board recommended to appoint Curt Borgen and to reappoint the AVTI Director to the Vocational Relicensure Committee.

TECHNOLOGY UTILIZATION PLAN - Richard Pemble moved, seconded by Mike Hulett, to authorize the development of a Technology Plan and a Model Site Application. Motion carried.

Regular Meeting  
Board of Education  
Independent School District #152  
September 13, 1983  
Page five

ST. ANSGAR'S ADOLESCENT TREATMENT PROGRAM - Mike Hulett moved, seconded by Richard Pemble, to authorize the district to advertise for a liaison teacher for the St. Ansgar's Adolescent Treatment Program. Motion carried.

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SUMMER MAINTENANCE PROGRAM - Orv Kaste reviewed the summer accomplishments of the Building and Grounds personnel.

INSURANCE CONSULTANT - Mike Hulett moved, seconded by Richard Pemble, to authorize the Administration to seek proposals and quotations on insurance and come back to the Board with that information. Motion carried.

Meeting adjourned.

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Karen Koentopf, Clerk