



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

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min
3-12-85

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, March 12 at 5:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie _____	Dean Guida _____
Karen Koentopf _____	Richard Pemble _____
Mike Hulett _____	Wayne Puppe _____
Curt Borgen _____	Ben Trochlil _____

- I. CALL TO ORDER
- II. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- III. APPROVAL OF MINUTES Appendix A
Recommendation: Move to approve the minutes of February 12 and 26, 1985.
- IV. CONSIDERATION OF CLAIMS Appendix B
Recommendation: Move to approve the claims.
- V. COMMUNICATIONS
- VI. OPPORTUNITY FOR CITIZENS TO SPEAK
- VII. "WE ARE PROUD"
- VIII. UNFINISHED BUSINESS
 1. Consider Guidelines for 1985-86 Budget Appendix C
 2. Consider Approval of 1985-86 Preliminary Budgets Appendix D
 3. Review Site Development Objective Appendix E

IX. NEW BUSINESS

- | | |
|--|-------------------|
| 1. Review Academic Competition Program | Appendix <u>F</u> |
| 2. Consider Makeup Day | Appendix <u>G</u> |
| 3. Consider Change Orders
on Construction - MAVTI | Appendix <u>H</u> |
| 4. Personnel | Appendix <u>I</u> |

X. FOR YOUR INFORMATION

Appendix Z

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

XII. ADJOURNMENT

NEXT SCHEDULED MEETING Thursday, March 26, 1985

UNFINISHED BUSINESS

1. Guidelines for 1985-86 Budget (Trochlil) Appendix C

Explanation: As the result of the last board meeting, the guidelines have been updated and corrected (Appendix C-1).

Recommendation: Move to approve the Guidelines for Preparation of the 1985-86 Budget .

2. Consider approval of 1985-86 (Lacher) Appendix D
Preliminary Budgets

Explanation: Attached are the 1985-86 preliminary budgets (Appendix D-1).

Recommendation: Move to approve the budgets and authorize the business office to proceed in purchasing supplies and materials for 1985-86 school year.

3. Site Development Objective (Lacher) Appendix E

Explanation: Enclosed is a tally of the Performance Inventory Rating completed by individuals belonging to various groups I made presentations to:

Moorhead Park Board

Moorhead Citizens Advisory Committee

Joint Powers Board

Clay County Inter-Governmental Retreat - only one response
School Board

Refer to Joint Powers Minutes of February 7 as to other community bond issues (Appendix E-1).

Recommendation:

1. Decide on the dollar value of a possible referendum.
 2. Have bond consultants develop projected costs for presentation at future Board meeting.
 3. Decide on actual size of referendum and items to include with priority ranking.
 4. Determine method of communicating details to the public.
-

NEW BUSINESS

1. Academic Competition Program (Jernberg) Appendix F

Explanation: Students in the school district have been participating in a number of competitive events in the academic area. Ken Tangen will update the School Board on these events.

Recommendation: For information only

2. Storm Makeup Day (Trochlil) Appendix G

Explanation: By losing a school day on Monday, March 4th due to the storm, the district needs to identify the day to be made up.

This was determined when the 1984-85 school calendar was adopted (Thursday, April 4).

Recommendation: Move to approve Thursday, April 4 as a storm makeup day.

3. Change Orders on Construction (Bergos) Appendix H
MAVTI

Explanation: Appendix H-1 contains change order E-2 for \$659.53 (Appendix H-1).

Recommendation: Move to approve change order E-2 for \$659.53.

4. Personnel (Bergen) Appendix I

Retirement

Gordon Monson - Social Studies teacher, Senior High, effective May 31, 1985

Doris Sorum - First grade teacher, Edison Elementary, effective May 31, 1985

Wallace Huesmann - Custodian, Townsite Centre, effective June 30, 1985

Harold Fischer - Custodian, Washington Elementary, effective May 31, 1985

Returning From Leave

Diane Kahl - English teacher, Junior High, currently on an extended one-year leave of absence, returning at 4/7 time

Share Position

Connie Nick and Sherill Ohe - Probstfield Elementary, request to continue to share their 3rd grade position. They will discuss the sharing position as it was this year.

'WE ARE PROUD'

1. The Greater Fargo-Moorhead Convention and Visitors Bureau thanked the Moorhead Tech Commercial Art Program, students and instructor for the super job they have done for them.

They also thanked Ben Trochlil for his strong community leadership that allows for teachers and students to work with the community.

2. Myron Halvorson will be an instructor at a March 7 workshop sponsored by Moorhead State University Small Business Development Center in cooperation with the Moorhead AVTI.
3. Lynn Prom and Linda Johnson will be presenting a session at the Teacher Center's IDEAS ALIVE IN '85: An Educational Fair.
4. Pete Kinsella won 2nd place in the Region Swim Meet and will be competing in the State Meet March 8 & 9.
5. Michelle Oliver, Junior High, won first place in the annual Sertoma Club essay contest. There were 148 entries in the contest.
6. The winners in the February 28 District Spelling Bee were :
1st place - Chris Heimarck, Junior High
2nd place - Amy Campbell, Probstfield
3rd place - Kim Nockleberg, Junior High
Chris will continue on and compete in the regional contest in Fergus Falls on April 13.
7. The Junior High Tri-College Math Contest was held at Concordia College Feb. 26, 1985. 1st place went to Moorhead Junior High School #1: 9th grade - Tom Johnson, Karl Knutson, Todd Nolte, Don Lee; 8th grade - Derek Worman, Desiree Swain, Heidi Anderson; 7th grade - Chris Heimarck

5th place went to Moorhead Junior High School #2: 9th grade - Brian Mancini, Scott Pearson, Paul Wasson, Dave McDonald
8th grade - Chad Ostendorf, Terri Hoeft, Julie Kerksen,
7th grade - Joe Habiger
8. The Moorhead Invitational Speech tournament was held on Saturday, March 2. Elizabeth Haugen placed 3rd in oratory and 4th in extemp. reading and Chuck Gallatin was 4th in humorous interp. Other ribbon winners for Moorhead were Randy Sauter, Jenny Olson, Jarrod Olson, Ross Cascio, Vicky Held, Steve Wasson, Nick Heisler, Marty Ohren, Anne Hedman, Ruth Heley and Amy Felland.
9. OEA students from Moorhead High participated in the Region 6 Regionals at Bemidji February 13. The following students placed and will advance to the State competition on March 14, 15 & 16: Jeanine Heglie, Julie Savat and Tammy Marsh.

10. The Distributive Educational Clubs of America group went to Alexandria February 13 and participated in DECA competitions. John Lopez & Kelly Huseby took 4th in restaurant marketing; Britta Sautter placed 3rd in advertising & display; Jackie Morley placed 2nd in sales demonstration and Traci Leiseth placed 1st in general merchandising. All winners can participate in State competition which will be held in Minneapolis in March.

FOR YOUR INFORMATION

1. SPRING SCHOOL BOARD ELECTION DATES - Key dates to be observed by the districts as to the school board elections are:

Saturday, April 6	First day to apply for absentee ballots
Monday, April 8	First day to file for office
Tuesday, April 23	Last day to file for office
Monday, May 6	Last day to set election precinct boundaries, polling places and appoint election judges
Saturday, May 11	Last day to post notice of election
Tuesday, May 14	Last day to publish notice of election
Monday, May 20	Last day for absentee ballots
Tuesday, May 21	Spring election day

2. Minutes of CCVC - January 30 and February 13 (Appendix Z-1, Z-2)

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Kindergarten Conferences	Tuesday, March 12- Friday, March 15		
Elementary Parent Teacher Conferences	Thursday, March 14 Friday, March 15		
Leadership, Moorhead (Education)	Thursday, March 14	1:00 p.m.	MSU - Comstock Hall
PER Committee	Thursday, March 21	7:00 a.m.	Board Room
Policy Review	Monday, March 26	7:00 a.m.	Board Room
Everett Lecy Recognition Dinner	Friday, March 29	6:00 p.m.	Regency

1. The laws of the federal government and the State of Minnesota are to be upheld; likewise, regulations from these bodies are to be implemented.
2. The contractual obligations with employees are to be met.
2.1 Contracts available in office
3. The policies and procedures of the Moorhead School Board are to be implemented.
4. School District #152's Philosophy of Education (Code: AD) is an integral part of this plan.
5. The sense of priority built into the P.E.R. Goals --- develop skills in reading, writing, speaking and listening; gain a general education; develop good character and self-respect; develop pride in work and a feeling of self-worth; develop a desire for learning now and in the future --- should be weighed heavily in decision making.
6. The district will make a commitment of resources for supplies, staff development and equipment in the area in which major curriculum reviews are scheduled including the years of development and implementation.

7. Assumptions:

Financial
General

1. 1985-86 Foundation Aid \$1,585 (7.46% over 1984-85 ...\$1475)
2. 1986-87 Foundation Aid \$1,655 (+4.42%)
2.1 State worksheets on aids (available in office)
3. Energy - +5% Increase
4. Expenditures - +5%
5. Salaries - -0-
5.1 Each percentage point will be calculated
6. All other aids will depend on statute
* * * * *

Food

1. Price - No Increase
1.1 Dependent on Federal aids - potential loss of \$90,000-\$135,000
2. Number of lunches - No Change
* * * * *

Transportation

1. District transportation furnished will continue as in 1984-85
2. Furnish transportation to private schools upon request/within statute
* * * * *

Community
Service

1. No change
* * * * *

Capital
Outlay

1. Budget capital expenditures to continue to be \$100,000 less than revenues each year for four (4) years to make up cash deficit
2. Set budget at \$401,815.00
* * * * *

Debt

Redemption

1. Levy maximum and pay all bonds due

Staffing

Appendix C-1

Page 2 of 3

1. Staffing will be based on 26.5 to 1 Elementary, then reduced by targeting specific areas (24.83 for 1984-85)
 - 1.1 Target third grade
2. Staffing will be based on 27 to 1 Secondary, then reduced by targeting specific areas (26.75-Junior High for 1984-85; 25.82-Senior High for 1984-85)
3. Staffing will be based on a staff to student ratio of 16.5 to 1 including all district staff (i.e. Title I, district wide administration, AD, AV, licensed special services staff, classroom teachers - positions that require certification, then reduced by targeting specific areas (15.23 for 1984-85)
4. Enrollments will be based on the February, 1985 cohort projections
5. A shared time equivalence of 18 students will be added at the Junior High School
6. An equivalence of 42 students will be deducted for Senior High due to students attending the CCVC
7. An equivalence of 58 Elementary students, 5 Junior High students and 17 Senior High students will be deducted due to Special Education students in determining average class size
8. Any supervision will allow for additional staff
9. Enrollment will be analyzed on August 20, 1985 for staffing considerations
10. Title I staffing will be based on Title I revenues
11. No allocation has been reduced for early graduation
12. Staffing will be adjusted from the ratios of one, two or three above based on targeting improvements utilizing Board goals and objectives

		5/1/84		2/4/85	
		Actual	Projected	Actual	Projected
<u>Enrollment Projections</u>		1983-84	1984-85	1984-85	1985-86
1.	Kindergarten-----	(399)	377	402	446
2.	Grades 1-6-----	(1,908)	1,943	1,927	1,998
	2.21 2,056 - 66 Sp. Ed. = 1,990				
3.	Grades 7-8-----	(704)	727	730	666
	2.22 653 - 5 Sp. Ed. + 18 share time = 666				
4.	Grades 9-12-----	(1,414)	1,371	1,342	1,344
	2.41 1,403 - 42 CCVC - 17 Sp. Ed. = 1,344				
5.	Pre-School-----	(21)	30	29	30
6.	Special Ed. 1-6-----	(28)	28	66	58
7.	Special Ed. 7-12-----	(22)	22	22	22
8.	CCVC-----	(46)	49	42	42
		(4,538)	4,507	4,560	4,606

Pupil Units

1.	Kindergarten-----	188.5	201	223
2.	Grades 1-6-----	1,943.0	1,927.0	1,998.0
3.	Grades 1-6 Sp. Ed.-----	28.0	66.0	58.0
4.	Grades 7-12-----	3,005.0	2,959.6	2,872.8
	(includes CCVC equivalence & shared time)			
5.	Grades 7-12 Sp. Ed.-----	32.2	32.2	32.2
6.	Pre-School-----	15	14.5	15
		5,212.5	5,200.3	5,199.0

Staff

1.	Total staff	284.291	299.92
2.	Total staff ratio	15.96	15.23
3.	Total staff ratio without Title I	16.26	15.53

6. All facets of the school district budget will be reviewed for revenues and expenditures.
 - 6.1 The district will maintain a fund balance of 15% of operating funds
 - 6.2 Middle School-North Campus move will demand additional expenditures.
 - 6.3 Cost of comparable worth is unknown.
 - 6.4 Chapter reduction
 - 6.5 Special ed. pro-rated adjustment
 - 6.6 Interest rates
 - 6.7 Payment of aids
 - 6.8 Federal revenues
 - 6.9 Tax delinquency
 - 6.10 Property value reduction
7. Categories for the purpose of identifying major areas of the budget are:
 - 7.1 Category I: Class Size/Staffing K-12
 - 7.2 Category II: Licensed Specialists
 - 7.3 Category III: Instruction/Curriculum
 - 7.4 Category IV: After School Activities
 - 7.5 Category V: Administrative Support Unit
 - 7.6 Category VI: Other Support Units
 - 7.7 Category VII: Facility Usage/Site Development
 - 7.8 Category VIII: Operation of Buildings
 - 7.9 Category IX: Food Service
 - 7.10 Category X: Transportation
 - 7.11 Category XI: Community Services
 - 7.12 Category XII: Other
8. The areas identified in Committees:
 - 8.1 Gifted and Talented - May, 1981
 - 8.2 Title IX - October, 1983
 - 8.3 Site Development Committee - February, 1983
 - 8.4 Technology Plan - December, 1983
 - 8.5 North Central Senior High Evaluation Report - Oct., 1983
 - 8.6 PER (Planning, Evaluation and Reporting) - Continuous
 - 8.7 Social Services Report - April, 1984
 - 8.8 Partners in Education - April 3, 1984
 - 8.9 Comprehensive Arts Program - May 8, 1984
 - 8.10 Retention and Promotion Committee - May 1984
 - 8.11 Block Grant
 - 8.12 Curriculum Committee
 - 8.13 Testing Committee
 - 8.14 Building Utilization/Site Development (Board Committee-As-a-Whole) - 1984-85
 - 8.15 Inservice Committee
9. Goal Setting Sessions - District/Building/Departments - Spring, 1985
10. The School Board is the final authority for approving budget based on the District's Management Plan.
11. Any additions to budget will be presented to the Board as a budget revision (amendment) showing additions to revenues and expenditures, adjusted totals and effect on balances.

P R E L I M I N A R Y B U D G E T S

F O R

1 9 8 5 - 8 6 S C H O O L Y E A R

M A R C H 8 , 1 9 8 5

1985-86 BUDGET ASSUMPTIONS

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GUIDELINES FOR PREPARATION OF 1985-86 BUDGET

March 12, 1985

1. The laws of the federal government and the State of Minnesota are to be upheld; likewise, regulations from these bodies are to be implemented.
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DATE 2/7/85

MOORHEAD PUBLIC SCHOOLS PROJECTION FEBRUARY 1985

AGE OR * FAST CENSUS + ENROLLMENT DATA * FUTURE ENROLLMENT PROJECTIONS

GRADE * 80/81 81/82 82/83 83/84 84/85 * 85/86 86/87 87/88 88/89 89/90

AGE 0 * 303 279 307 293 288 *

AGE 1 * 337 330 347 324 344 *

AGE 2 * 344 354 372 341 343 *

AGE 3 * 352 347 352 362 363 *

AGE 4 * 333 348 333 332 394 *

0 - 4 * 1669 1658 1711 1652 1732 *

KIND * 346 349 373 399 402 * 446 408 389 411 391

GR 1 * 308 337 362 333 389 * 389 432 395 377 398

GR 2 * 319 288 328 354 352 * 383 383 425 389 371

GR 3 * 335 313 299 332 336 * 350 381 381 422 387

1 - 3 * 962 938 989 1019 1077 * 1122 1196 1201 1188 1156

GR 4 * 393 333 310 290 325 * 330 344 374 374 414

GR 5 * 345 385 338 303 284 * 321 325 339 369 369

GR 6 * 372 341 374 346 307 * 283 320 324 338 368

4 - 6 * 1110 1059 1022 939 916 * 934 989 1037 1081 1151

1 - 6 * 2072 1997 2011 1958 1993 * 2056 2185 2238 2269 2307

GR 7 * 349 348 338 373 354 * 302 279 315 319 333

GR 8 * 379 332 360 338 369 * 351 300 277 313 317

GR 9 * 405 385 374 378 349 * 389 370 316 292 330

7 - 9 * 1133 1065 1072 1089 1072 * 1042 949 908 924 980

GR 10 * 447 392 388 359 357 * 338 377 358 306 283

GR 11 * 485 428 380 362 345 * 341 322 360 341 292

GR 12 * 498 483 408 378 344 * 335 331 313 350 331

10-12 * 1430 1303 1176 1099 1046 * 1014 1030 1031 997 906

7-12 * 2563 2368 2248 2188 2118 * 2056 1979 1939 1921 1886

K-12 * 4981 4714 4632 4545 4513 * 4558 4572 4566 4601 4584

Note: Includes 86 special education self-contained students added to regular class numbers at proper grade levels.

FUND BALANCE SUMMARY

	FISCAL YEAR	84.85	85.86	86.87	87.88	88.89	89.88	90.91
GENERAL FUND								
Unapprop & severance								

Beginning balance		2990284	2775229	2970906	3506448	4486112	6107403	8402710
Budgeted revenues		12792390	13558388	14157668	14865552	15608829	16389271	17208734
Budgeted expenditures		13007445	13362711	13622126	13885888	13987538	14093964	14205394
Rev over Exp (Exp over Rev)	% INC	(\$215,055)	\$195,677	\$535,542	\$979,664	\$1,621,291	\$2,295,307	\$3,003,340
	EACH YEAR							
Ending fund balance (budgeted) 6-3	0%	2775229	2970906	3506448	4486112	6107403	8402710	11406050
	5%	2775229	2502651	1980321	1275169	545020	-211069	-994078
	6%	2775229	2409000	1668467	605577	-638207	-2079901	-3737862
	7%	2775229	2315349	1354403	-73305	-1845821	-3999937	-6575663

Approp for unemployment								

Beginning balance		44715						
Budgeted revenues		44675						
Budgeted expenditures		30000						
Rev over Exp (Exp over Rev)		\$14,675						
Ending fund balance (budgeted) 6-30		59390						

	FISCAL YEAR	84:85	85:86
FOOD SERVICE FUND			
Unapprop			

Beginning balance		78851	76172
Budgeted revenues		591780	590936
Budgeted expenditures		594459	612748
Rev over Exp (Exp over Rev)		(\$2,679)	(\$21,812)
Ending fund balance (budgeted) 6-30		76172	54360

TRANSPORTATION FUND			
Unapprop			

Beginning balance		170117	150347
Budgeted revenues		897170	947089
Budgeted expenditures		916940	947188
Rev over Exp (Exp over Rev)		(\$19,770)	(\$99)
Ending fund balance (budgeted) 6-30		150347	150248

Approp for bus purchase			

Beginning balance		86335	74500
Budgeted revenues		28165	
Budgeted expenditures		40000	
Rev over Exp (Exp over Rev)		(\$11,835)	
Ending fund balance (budgeted) 6-30		74500	

	FISCAL YEAR	84.85	85.86
COMMUNITY SERVICE FUND			
Unappropriated			

Beginning balance		83681	75132
Budgeted revenues		302308	399517
Budgeted expenditures		310857	
Rev over Exp (Exp over Rev)		(68,549)	
Ending fund balance (budgeted) 6-30		75132	
CAPITAL OUTLAY FUND			
Total fund balance			

Beginning balance		656456	696949
Budgeted revenues		851920	
Budgeted expenditures		811427	
Rev over Exp (Exp over Rev)		\$40,493	
Ending fund balance (budgeted) 6-30		696949	
DEBT SERVICE FUND			
Beginning balance		199851	126011
Budgeted revenues		509810	
Budgeted expenditures		583650	
Rev over Exp (Exp over Rev)		(\$73,840)	
Ending fund balance (budgeted) 6-30		126011	
TOWNSITE CENTRE FUND			
Retained earnings			

Beginning balance		(6333,364)	-374664
Budgeted revenues		\$224,000	
Budgeted expenditures		\$265,300	
Rev over Exp (Exp over Rev)		(641,300)	
Ending fund balance (budgeted) 6-30		(6374,664)	

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

GENERAL FUND

REVENUES

	1982-83 ACTUALS	1983-84 BUDGET	1983-84 ACTUALS	1984-85 REVISED BUDGET	1985-86 PRELIM BUDGET	AID INC 1.0442 1986-87 PRELIM BUDGET	AID INC 1.05 1987-88 PRELIM BUDGET	AID INC 1.05 1988-89 PRELIM BUDGET	AID INC 1.05 1989-90 PRELIM BUDGET	AID INC 1.05 1990-91 PRELIM BUDGET
Taxes & cnty apptnmt	4093132	3910000	4014619	3978000	3927140	4100720	4305756	4521043	4747096	4984450
Interest	170127	130000	234882	220000	180000	187956	197354	207221	217583	228462
Tax shift	1142537		31713							
Other local	217523	170000	175013	193200	193200	201739	211826	222418	233539	245216
Tax credits	1777964	1709400	1709483	1731270	1683060	1757451	1845324	1937590	2034470	2136193
Foundation aid	4062807	5010000	4990159	4780000	5675000	5925835	6222127	6533233	6859895	7202889
Special ed aid	743482	870000	948233	1100000	1100000	1148620	1206051	1266354	1329671	1396155
Other state aids	208492	211170	226017	201350	211418	220762	231800	243390	255560	268338
Tax shift	-1142537		-31713							
Federal aids	536622	480407	534333	507570	507570	530005	556505	584330	613547	644224
Conversion of assets	11338	9000	7906	6000	6000	6265	6578	6907	7253	7615
Tuition-other districts	50303	70000	84601	75000	75000	78315	82231	86342	90659	95192
TOTAL REVENUES	11811790	12569977	12925246	12792390	13558388	14157668	14865552	15608829	16389271	17208734

EXPENDITURES

Admin salaries	843804	916600	888681	945915	945915	945915	945915	945915	945915	945915
Admin supplies	22835	23100	29489	25410	26681	28015	29415	30886	32430	34052
Admin other	16079	40920	78736	44795	47035	49386	51856	54449	57171	60030
Instruct salaries(reg & voc)	5500424	5741845	5693300	6048421	6048421	6048421	6048421	6048421	6048421	6048421
Instruct supplies	294933	298995	322461	324572	340801	357841	375733	394519	414245	434958
Instruct other	264862	331655	383021	403816	424007	445207	467467	490841	515383	541152
Spec ed salaries	1552467	1669908	1682985	2017342	2017342	2017342	2017342	2017342	2017342	2017342
Spec ed supplies	47576	77149	58975	82960	87108	91463	96037	100838	105880	111174
Spec ed other	255962	187685	238691	171488	180062	189066	198519	208445	218867	229810
Instruct support salaries	195891	199605	199216	253610	253610	253610	253610	253610	253610	253610
COMP. WORTH					166667	333334	500001	500001	500001	500001
NORTH CAMPUS					100000	100000	100000	100000	100000	100000
Instruct support supplies	44737	32120	34218	36948	38795	40735	42772	44911	47156	49514
Instruct support other	84881	119350	89364	149383	156852	164695	172929	181576	190655	200188
Pupil support salaries	243946	250300	255289	290320	290320	290320	290320	290320	290320	290320
Pupil support supplies	4059	7605	4798	5950	6248	6560	6888	7232	7594	7974
Pupil support other	-2943	-2240	-5106	-2430	-2552	-2679	-2813	-2954	-3101	-3256
Bldgs & grounds salaries	500519	539040	516209	572480	572480	572480	572480	572480	572480	572480
Bldgs & grounds energy exp	316306	426850	349380	469475	483559	498066	513008	528398	544250	560578
Bldgs & grounds supplies	54000	69990	68290	76960	80808	84848	89091	93545	98223	103134
Bldgs & grounds other	76128	91200	73445	101090	106145	111452	117024	122876	129019	135470
Fringe benefits	523149	774955	759442	919580	919580	919580	919580	919580	919580	919580
Other fixed costs	36595	47900	36083	69360	72828	76469	80293	84308	88523	92949
TOTAL EXPENDITURES	10876210	11844532	11756967	13007445	13362711	13622126	13885888	13987538	14093964	14205394
REV OVER EXP (EXP OVER REV)	935580	725445	1168279	-215053	195676	535543	979664	1621291	2295307	3003341

(8)

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

	1982-83	1983-84	1983-84	1984-85	1985-86	AID INC 1.0442	AID INC 1.05	AID INC 1.05	AID INC 1.05	AID INC 1.05
GENERAL FUND	ACTUALS	BUDGET	ACTUALS	REVISED	PRELIM	1986-87	1987-88	1988-89	1989-90	1990-91
				BUDGET	BUDGET	PRELIM	PRELIM	BUDGET	PRELIM	BUDGET
BEGINNING FUND BALANCE *	886425	1822005	1822005	2990284	2775229	2970905	3506448	4486112	6107403	8402710
ENDING FUND BALANCE *	1822005	2547450	2990284	2775229	2970905	3506448	4486112	6107403	8402710	11406051

ADDITIONS TO 1985-86 BUDGET EXPENDITURES

COMPARABLE WORTH	500000
SIXTH GRADE TO W. ANNEX	100000
SPEC ED PRORATION	?
SALARY SETTLEMENTS	0
CHANGE IN AID OR TAX PAYMENTS	?
	600000

ASSUMPTIONS FOR FUTURE YEARS

CHANGE FACTORS (COL D)

SALARIES	0	10128088
SUPPLIES	0.05	552800
ENERGY ITEMS	0.03	469475
OTHER	0.05	937502
FRINGE BENEFITS	0	919580
		13007445

* THE FUND BALANCES SHOWN HERE
INCLUDE TOTAL FUND BALANCES EXCEPT FOR
THE SOD AND ASSOCIATED LEVIES
AND THE FUND BALANCES FOR UNEMPLOYMENT

EFFECTS OF PERCENTAGE INCREASE IN SALARY AND FRINGE BENEFITS

1	\$110,477	\$110,477	\$110,477
2	\$220,953	\$220,953	\$220,953
3	\$331,430	\$331,430	\$331,430
4	\$441,907	\$441,907	\$441,907
5	\$552,383	\$552,383	\$552,383
6	\$662,860	\$662,860	\$662,860
7	\$773,337	\$773,337	\$773,337
8	\$883,813	\$883,813	\$883,813
9	\$994,290	\$994,290	\$994,290
10	\$1,104,767	\$1,104,767	\$1,104,767
11	\$1,215,243	\$1,215,243	\$1,215,243
12	\$1,325,720	\$1,325,720	\$1,325,720
13	\$1,436,197	\$1,436,197	\$1,436,197
14	\$1,546,674	\$1,546,674	\$1,546,674

(9)

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

FOOD SERVICE FUND	1982-83 ACTUALS	1983-84 BUDGET	1983-84 ACTUALS	1984-85 REVISED BUDGET	1985-86 PRELIM BUDGET
REVENUES					
Sales	314273	301450	306940	309475	300191
Interest	1272		5251	7000	6000
Other local	0		175		
State aids	24199	21800	22709	22730	23151
Federal aids (except commodities)	153861	158500	165938	182575	189495
Commodities	74020	70000	67143	70000	72100
Transfers	2939	10000	7160		
TOTAL REVENUES	570564	561750	575316	591780	590936
EXPENDITURES					
Food service salaries	182987	191730	192680	206013	206013
Purchased food & milk	195273	209000	215046	230800	242340
Commodities	74020	70000	67143	70000	72100
Fringe benefits	23278	26300	24420	26700	28302
Other expense	41134	54200	51048	60946	63993
TOTAL EXPENDITURES	516692	551230	550337	594459	612748
REV OVER EXP (EXP OVER REV)	53872	10520	24979	-2679	-21812
BEGINNING FUND BALANCE	0	53872	53872	78851	76172
ENDING FUND BALANCE	53872	64392	78851	76172	54360

ASSUMPTIONS FOR 1985-86

CHANGE FACTORS (COL D)

SALARIES	0.00
PURCHASED FOOD & MILK	0.05
FRINGE BENEFITS	0.06
OTHER EXPENSE	0.05
COMMODITIES	0.03
FEDERAL AIDS	0.07
STATE AIDS	0.05
NO OF LUNCHES	-0.03
PRICE OF LUNCHES	0.00

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

TRANSPORTATION FUND	1982-83	1983-84	1983-84	1984-85	1985-86
	ACTUALS	BUDGET	ACTUALS	REVISED BUDGET	PRELIM BUDGET
REVENUES					
Taxes	262877	296400	277641	288000	314640
Tax shift	96667		-2489		
Interest	3579		12459	14000	12000
Other local	1075	500	-35	500	500
State transp aid	453210	410000	484765	473800	497490
Tax credits	96434	118000	121952	120870	122360
Tax shift	-96667		2489		
TOTAL REVENUES	817175	824900	896782	897170	946990
EXPENDITURES					
Transp salaries	223502	245085	256196	214550	214550
Transp fuel	128269	164300	135475	167760	172793
Contracted transp	331707	350000	403361	485300	509565
Other expense	33021	32805	14796	28360	29211
Fringe benefits	17814	22200	18715	20970	20970
TOTAL EXPENDITURES	734313	814390	828543	916940	947089
REV OVER EXP (EXP OVER REV)	82862	10510	68239	-19770	-99
BEGINNING UNAPP FUND BALANCE	19016	101878	101878	170117	150347
ENDING UNAPP FUND BALANCE	101878	112388	170117	150347	150248

ASSUMPTIONS FOR 85-86

CHANGE FACTORS (COL D)

STATE AID	0.05
SALARIES	0.00
FUEL	0.03
CONTRACTED TRANSP	0.05
FRINGE BENEFITS	0.00
OTHER EXPENSE	0.03

(11)

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

COMMUNITY SERVICE FUND

REVENUES

	1982-83 ACTUALS	1983-84 BUDGET	1983-84 ACTUALS	1984-85 REVISED BUDGET	1985-86 PRELIM BUDGET
Taxes	83242	84350	84819	83900	120960
Tax shift (local taxes)	27053		-176		
Tuition	53734	51000	44044	46165	46165
Interest	6789	5000	6683	5800	5800
Other local	4136	1300	4698	2300	1300
Community ed aids	27954	35850	43978	73160	121749
Tax credits	34171	34110	34118	34480	47040
Tax shift (state)	-27053		176		
Other state aids	37243	41970	67434	36403	36403
Federal aids	21826	38505	36939	20100	20100
TOTAL REVENUES	269095	292085	322713	302308	399517

EXPENDITURES

Adult ed salaries	64090	66468	81926	71200	74760
Adult ed other exp	26203	19350	26300	25347	30940
Community ed salaries	78883	87548	95823	97957	114450
Community ed other expense	47610	47804	47711	65650	101050
Misc programs	37277	57970	48567	48403	48953
Fringe benefits	3419	2300	3415	2300	2300
TOTAL EXPENDITURES	257482	281440	303742	310857	372453
REV OVER EXP (EXP OVER REV)	11613	10645	18971	-8549	27064
BEGINNING UNAPP FUND BALANCE	53097	64710	64710	83681	75132
ENDING UNAPP FUND BALANCE	64710	75355	83681	75132	102196

ASSUMPTIONS FOR 85-86

CHANGE FACTORS (COL D)

SALARIES

OTHER EXPENSE

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

CAPITAL OUTLAY FUND	1982-83 ACTUALS	1983-84 BUDGET	1983-84 ACTUALS	1984-85 REVISED BUDGET	1985-86 PRELIM BUDGET
REVENUES					
Taxes	382135	455500	464105	561600	554400
Tax shift (local taxes)	148539		31599		
Interest	67293	60300	75323	55000	58000
Other local	3552		779		
Tax credits	155734	180000	187449	231220	215600
Tax shift (state)	-148539		-31599		
Voc ed aid	10327				
Energy grants				4100	
Sale of equipment	17371		4582		
TOTAL REVENUES	636412	695800	732238	851920	828000
EXPENDITURES					
Admin equipment	51273	139968	94543	47930	
Instructional equip	110548	224557	229253	260081	
Spec ed equip	6559	5455	4010		
Instruct support (media)	20316	41489	40266	50242	
Bldgs & grnds equip	10980		10203		
Capital improvements	442891	224498	332275	447294	728000
Interest	23739	10000	26645		
Transfers out	2939	10000	7160	5880	
TOTAL EXPENDITURES	669245	655967	744355	811427	728000
REV OVER EXP (EXP OVER REV)	-32833	39833	-12117	40493	100000
BEGINNING FUND BALANCE	701405	668572	668572	656455	696948
ENDING FUND BALANCE	668572	708405	656455	696948	796948

INDEPENDENT SCHOOL DISTRICT # 152

DEBT SERVICE FUND

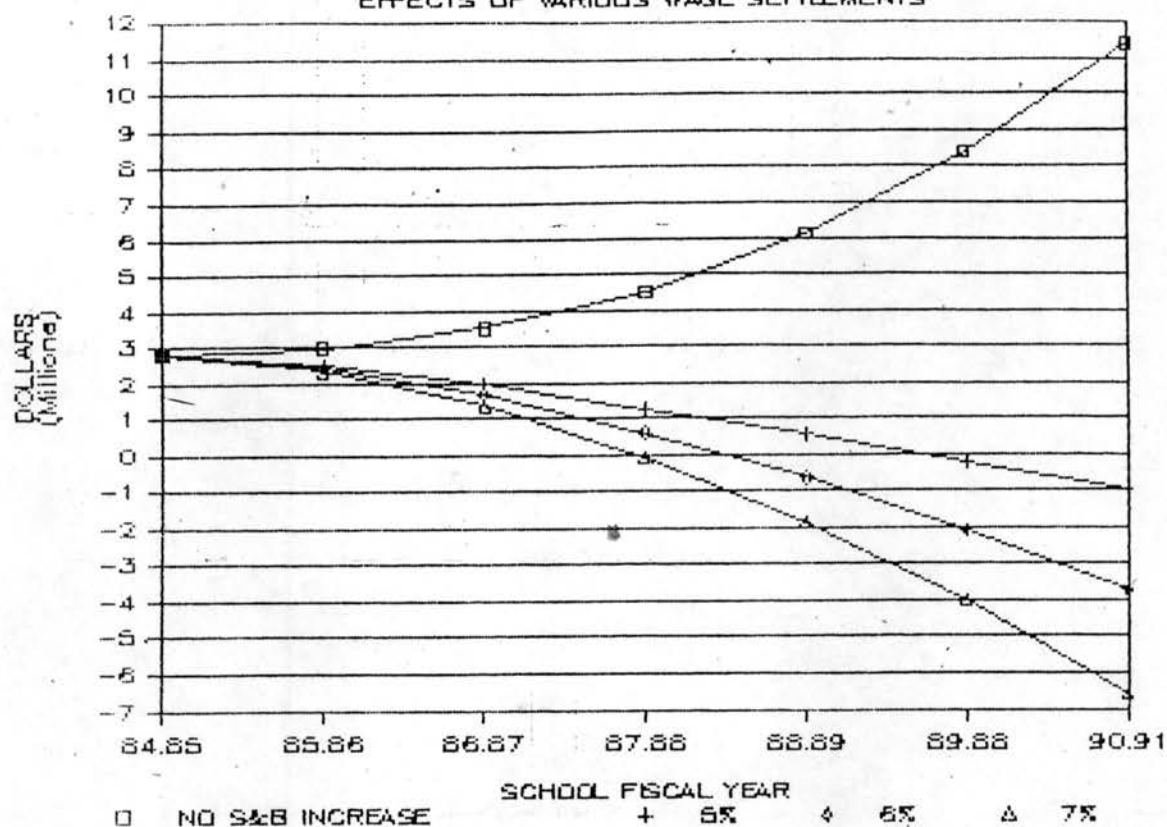
	1982-83 ACTUALS	1983-84 BUDGET	1983-84 ACTUALS	1984-85 REVISED BUDGET	1985-86 PRELIM BUDGET
REVENUES					
Taxes	337465	25800	42526	355700	370000
Interest	65972	15000	39066	8000	7000
Other local	85		1		
Tax credits	134696	10300	10601	146110	144000
Sales-real property	0				
TOTAL REVENUES	538218	51100	92194	509810	521000
EXPENDITURES					
Bond principal	463600	484450	484450	484450	494450
Bond interest	134691	117775	116165	98450	78940
Other expense	731	900	716	750	750
TOTAL EXPENDITURES	599022	603125	601331	583650	574140
REV OVER EXP (EXP OVER REV)	-60804	-552025	-509137	-73840	-53140
BEGINNING FUND BALANCE	769792	708988	708988	199851	126011
ENDING FUND BALANCE	708988	156963	199851	126011	72871

INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE FUND BUDGETS

	1982-83	1983-84	1983-84	1984-85	1985-86
	ACTUALS	REVISED BUDGET	ACTUALS	REVISED BUDGET	PRELIM BUDGET
REVENUES					
RENTALS	201948	214000	205892	214000	220000
INTEREST	14574	11000	9425	10000	7000
MISCELLANEOUS	0	0	390	0	
TOTAL REVENUES	216522	225000	215707	224000	227000
EXPENSES					
Salaries	46007	48645	47978	51540	51540
Fuel & electricity	30269	33400	32539	36300	37389
Supplies	3666	3450	3051	3800	3990
Other maint expense	13672	11055	8646	13460	14133
Depreciation	87022	88240	88697	89200	89200
Interest Expense	62897	59200	59192	59200	59200
Insurance	3333	3600	3458	3800	3990
Fringe benefits	6501	7280	7187	8000	8000
TOTAL EXPENSES	253367	254870	250748	265300	267442
INCOME OVER EXPENSES (EXPENSES OVER INCOME)	-36845	-29870	-35041	-41300	-40442
BEGINNING FUND BALANCE	-261477	-298322	-298322	-333363	-374663
ENDING FUND BALANCE	-298322	-328192	-333363	-374663	-415105
ASSUMPTIONS FOR 85-86					
CHANGE FACTORS(COL D)					
SALARIES	0.00				
ENERGY ITEMS	0.03				
SUPPLIES	0.05				
OTHER EXPENSE	0.05				
FRINGE BENEFITS	0.00				

FUND BALANCES 1984 TO 1991

EFFECTS OF VARIOUS WAGE SETTLEMENTS



JOINT POWERS MEETING
February 7, 1985

A meeting of the Joint Powers Committee was held in the Third Floor Conference Room at City Hall, Moorhead, Minnesota, on February 7, 1985 at 7:00 a.m.

The following committee members were present: Dewey Possehl, Les Sharrock, Mary Davies, Marty Pinkney, Jim Thoreen, Pauline Sarbaum, and Everett Lecy.

Davies moved, seconded by Pinkney, to approve the minutes of November 1, 1984, which motion was approved.

Davies moved, seconded by Thoreen, that Marty Pinkney be appointed to serve as Chairman of the Joint Powers Committee for 1985, which motion was approved.

It was reported that the intergovernmental retreat surfaced a need for several bond issues:

- | | |
|----------------------|---|
| - <u>Solid Waste</u> | - <u>Centralizing County Buildings</u> |
| - <u>Library</u> | - <u>District #152 Property Improvement</u> |
| - <u>Underpass</u> | - <u>Program</u> |
| - <u>Old Armory</u> | |

Thoreen informed the Committee that the County would be the financing agency for the solid waste development. He also said that no progress has been made with the schools for space in Washington Annex. The County needs approximately 10,000 to 12,000 square feet for social services. The townsite is another possibility, however, Thoreen feels that any site should be temporary and plans continue to expand facilities on the Court House site. The Law Enforcement Center Addition has a high priority.

Davies noted that there will be a meeting on March 13, 1985 with the Library Board and City Council to discuss building needs at the Library. The Library board is also scheduling meetings with the Art Center to check into joint ventures. Davies also spoke of the problems that are being encountered while trying to hire a librarian.

Pinkney asked if the City and County should seek outside help to put together a disaster plan. Sharrock spoke of the complexities of a plan and encouraged outside help. The matter was placed in the hands of the Emergency Planning Subcommittee to report at our next meeting. The Subcommittee was also asked to report on plans for a new Communications Center including projected costs.

Chief Sharrock spoke briefly on the joint records system. Microfilming is starting this week and talks are starting on a joint records system.

Meeting adjourned.

CHANGE ORDER

RECEIVED FEB 27 1985

PROJECT: Moorhead Area Vocational Technical
Institute
Shop Addition and Alterations
Moorhead, MN

CHANGE ORDER NO: G-1

PROJECT NO.: 8033

TO: J. E. Krieg & Sons, Inc.
Box 408
Fargo, ND 58107

CONTRACT FOR: General Constr.

CONTRACT DATE: Sept. 26, 1984

You are authorized to make the following changes in this Contract:

1. See Proposal Request G-1, attached, for eliminations to be accomplished. DEDUCT (-) \$ 55.00
 2. Add poured concrete wash basin at Room 106, southeast corner. ADD (+) \$ 88.85
 3. Add roof blocking and roof curbs at new addition. ADD (+) \$ 625.68
- TOTAL ADD (+) \$ 659.53

CONTRACT SUMMARY:

Original Contract Sum.....	\$ 446,800.00
Net change by previous Change Orders.....	\$ -0-
Contract Sum prior to this Change Order was.....	\$ 446,800.00
Contract Sum will be (increased) (decreased) by this Change Order.....	\$ + 659.53
New Contract Sum including this Change Order will be.....	\$ 447,459.53
Contract Time will be (increased) (decreased) unchanged by this C.O.	--- Days

FOSS ASSOCIATES

Architecture Engineering
& Interiors
Moorhead, Minnesota

J. E. Krieg & Sons, Inc.
Contractor
Fargo, ND

Independent School District
Owner No. 152
Moorhead, MN

By Willis Stoltz
Title Project Manager
Date February 26, 1985

By Ray A. Krieg
Title Sec
Date 2/27/85

By Sam M. Benson
Title Director
Date 3/1/85

CLAY COUNTY VOCATIONAL COOPERATIVE CENTER MINUTES
CLAY COUNTY VOCATIONAL COOPERATIVE CENTER
WEDNESDAY, JANUARY 30, 1985 11:00 A.M.

CALL TO ORDER

The meeting was called to order by Chairperson, Rolland Coalwell.

ATTENDANCE

The following were present: Dilworth: Rolland Coalwell, Supt. Don Vellenga. Hawley: Courtney Carlson, Supt. Duane Rafteseth. Moorhead: Richard Pemble, Supt. Bennett Trochlil, Ass't Supt. Robert Jernberg. Glyndon/Felton: Lloyd Seter, Jr., Supt. Harold Larson. Barnesville: Ardon Doran, Supt. Ed Thompson.

APPROVE ADDENDUM TO AGENDA

Moved by Seter, Jr, seconded by Carlson to approve the following:
1) Contract / John Di Fiore 2) Graphics / Jay Nix 3) Language Arts Grants. Motion carried unanimously.

MINUTES OF PREVIOUS MEETINGS

Moved by Carlson, seconded by Doran to approve the minutes of the December 19, 1984 regular meeting and the January 17, 1985, special meeting as read. Motion carried unanimously.

CONSIDERATION OF CLAIMS

Moved by Doran, seconded by Carlson that the Center claims be paid in the amount of \$8,567.62. Motion carried unanimously.

APPROVE TELEPHONE DEPOSITS

Moved by Seter, Jr., seconded by Carlson to approve the telephone deposits for December and January in the amount of \$63,712.00. Motion carried unanimously.

INTERIM DIRECTOR'S REPORT

A. Jim Ellingson - Science Grant gave an update of project and inservice request.

B. Mr. Wiltsey gave the Board an update on the outlying schools visitation to the Center.

OLD BUSINESS

Mr. Larson discussed a lobby effort and the effect it could have on our rural area.

Mr. Wiltsey updated the Board on the status of John Di Fiore and his contract.

Moved by Seter, Jr., seconded by Doran to deny Jay Nix's request to attend a seminar in Chicago at this time. Motion carried unanimously.

Mr. Jernberg presented the possibility of a language arts grant. Application will be submitted by February 1.

There will be a Special Board Meeting, February 13, 1985 at 1:00 p.m. in Room 130.

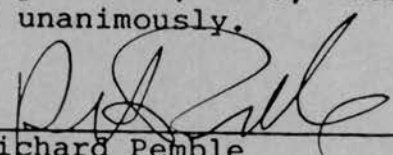
NEXT REGULAR MEETING DATE

The next meeting will be held on March 6, 1985, at 11:00 a.m.

ADJOURNMENT

Moved by Seter, Jr., seconded by Doran to adjourn. Motion carried unanimously.

Clerk


Richard Pemble

CLAY COUNTY VOCATIONAL COOPERATIVE CENTER MINUTES
SPECIAL GOVERNING BOARD MEETING
WEDNESDAY FEBRUARY 13, 1985 1:00 P.M.

CALL TO ORDER

The meeting was called to order by Chairperson, Rolland Coalwell.

ATTENDANCE

The following were present: Dilworth: Rolland Coalwell, Supt. Don Vellenga. Hawley: Courtney Carlson, Supt. Duane Rafteseth. Moorhead: Dr. Richard Pemble, Supt. Bennett Trochlil, Ass't. Supt. Robert Jernberg. Glyndon-Felton: Lloyd Seter, Jr., Supt. Harold Larson. Barnesville: Ardon Doran, Supt. Ed Thompson.

APPROVE AGENDA

Moved by Carlson, seconded by Pemble to approve the agenda. Motion carried unanimously.

NEW BUSINESS

The critical issues as defined by Moorhead, Barnesville and Hawley are as follows:

- 1) Management of Vocational Education
- 2) Large/Small School Paranoia
- 3) Methods of Delivery of Programs
- 4) Vocational Equity - Role of Vocational Education in Each District
- 5) Ownership on Buildings Level - Input
- 6) Long-Range Planning
- 7) Types of Programs to be offered

Mr. Wiltsey will put together facts from all five schools in regards to Vocational Education to be presented to the Board on March 6th.

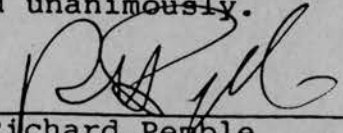
NEXT MEETING DATE

The next meeting will be held on March 6, 1985, at 11:00 a.m.

ADJOURNMENT

Moved by Carlson, seconded by Seter, Jr., to adjourn. Motion carried unanimously.

Clerk


Richard Pemble

5/mg/Bo 5.
min
3-12-85

Regular Meeting
Board of Education
Independent School District #152
March 12, 1985

Members Present: Karen Koentopf, Dean Guida, Curt Borgen, Richard Pemble, Doug Fagerlie, Wayne Puppe, Mike Hulett and Ben Trochlil

The meeting was called to order by chairperson, Richard Pemble.

PREVIEW - Ben Trochlil previewed the agenda, adding MAVTI Change Orders, Personnel and Don Braniff - Adjustment in Contract.

MINUTES - Doug Fagerlie moved, seconded by Karen Koentopf, to approve the minutes of February 12 and 26, 1985. Motion carried.

CLAIMS - Dean Guida moved, seconded by Curt Borgen, to approve the claims in the amount of \$608,292.63 subject to audit. Motion carried.

GENERAL FUND	\$150,827.59
FOOD SERVICE	23,686.68
TRANSPORTATION FUND	67,758.02
COMMUNITY SERVICE	5,824.22
CAPITAL EXPENDITURE	23,088.07
DEBT REDEMPTION	127,186.80
MAVTI-GENERAL FUND	74,889.14
MAVTI COMM SERVICE	3,546.38
VO-TECH CAP. OUTLAY	13,652.01
VO-TECH BUILDING FUND	46,435.30
STUDENT GRANTS FUND	64,502.37
TOWNSITE CENTRE	6,896.05
GRAND TOTAL	\$608,292.63

GUIDELINES FOR 1985-86 BUDGET - Dean Guida moved, seconded by Curt Borgen, to approve the Guidelines for Preparation of the 1985-86 Budget. Motion carried.

APPROVAL OF 1985-86 PRELIMINARY BUDGETS - Wayne Puppe moved, seconded by Doug Fagerlie, to approve the budgets and authorize the business office to proceed in purchasing supplies and materials for the 1985-86 school year. Motion carried.

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SITE DEVELOPMENT OBJECTIVE - Bob Lacher presented a tally of the Performance Inventory Rating completed by individuals belonging to various groups he made presentations to, referred to other community bond issues and made the following recommendations to the Board:

1. Determine the dollar value of a possible referendum.
2. Instruct bond consultants to develop projected costs for presentation at future board meetings.
3. Determine actual size of referendum and items to include with priority ranking.
4. Determine method of communicating details to the public.

ACADEMIC COMPETITION PROGRAM - Ken Tangen updated the Board on a number of competitive events in the academic area that students have been participating in. David Money and Steve Wasson demonstrated procedures used in Knowledge Bowl competition.

STORM MAKEUP DAY - Curt Borgen moved, seconded by Doug Fagerlie, to approve Thursday, April 4 as a storm makeup day for K-12 and MAVTI. Motion carried.

CHANGE ORDERS ON CONSTRUCTION - MAVTI - Dean Guida moved, seconded by Mike Hulett, to approve MAVTI construction change orders G-1 for \$659.53, E-3 for \$300.00 and M-2 for \$1,385.82. Motion carried.

PERSONNEL - Curt Borgen moved, seconded by Karen Koentopf, to approve the following personnel changes:

Retirement

Gordon Monson - Social Studies teacher, Senior High, effective May 31, 1985

Doris Sorum - 1st grade teacher, Edison Elementary, effective May 31, 1985

Wallace Huesmann - Custodian, Townsite Centre, effective June 30, 1985

Harold Fischer - Custodian, Washington Elementary, effective May 31, 1985

Motion carried.

Resignation

Cleo Parrow - Admissions Secretary, MAVTI, effective March 29, 1985

Returning From Leave

Diane Kahl - English teacher, Junior High, currently on an extended one-year leave of absence, returning at 4.7 time for the 1985-86 school year

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PERSONNEL - cont.

Share Position

Connie Nick and Sherill Ohe - Probstfield Elementary, request to continue to share their 3rd grade position. They discussed the sharing position as it was this year.

DON BRANIFF - ADJUSTMENT IN CONTRACT - Dean Guida moved, seconded by Karen Koentopf, to approve a sum of \$1,000 for additional responsibility through the months of February, March, April, May and part of June and pro-rate present salary in the amount of \$1,987.96 for an additional two weeks through June 30, 1985..... total of \$2,987.96. Motion carried.

MARCH 26 BOARD MEETING - Karen Koentopf moved, seconded by Mike Hulett, to change the March 26 Board meeting time from 7:30 p.m. to 5:00 p.m. Motion carried.

COMPARABLE WORTH - Rod Bergen updated the Board on meetings held with Arthur Young & Company regarding the Comparable Worth issue.

The Steering Committee will be meeting with Miriam Kragness, representative from Arthur Young & Co. Thursday, March 14 at Townsite Centre.

TEACHER NEGOTIATIONS - The first teacher negotiations meeting has been set for Tuesday, April 2 at 7:30 p.m. in the Board Room, Townsite Centre.

Karen Koentopf, Clerk

5/19/85
mm
3-26-85

Ann Dickerson

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, Mar. 26 at 5:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie	Dean Guida
Karen Koentopf	Richard Pemble
Mike Hulett	Wayne Puppe
Curt Borgen	Ben Trochlil

- I. CALL TO ORDER
- II. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- III. COMMUNICATIONS
- IV. OPPORTUNITY FOR CITIZENS TO SPEAK
- V. "WE ARE PROUD"
- VI. MOORHEAD AREA VOCATIONAL TECHNICAL INSTITUTE AGENDA
 - A. UNFINISHED BUSINESS
 - B. NEW BUSINESS
- VII. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
 - A. UNFINISHED BUSINESS
 1. Review Site Development Discussion Appendix A
 - B. NEW BUSINESS
 1. Review Moorhead Senior High Band Trip Appendix B
 2. Review Sports Center - City Park Board Request Appendix C
 3. Consider Volunteer Program Appendix D
 4. Consider Personnel Appendix E
 5. Consider Bond Paying Agency Agreement Appendix F

6. Consider Corporate Certificate of
Authority

Appendix G

VIII. FOR YOUR INFORMATION

Appendix Z

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

X. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, April 9, 1985

VII. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
UNFINISHED BUSINESS

1. Site Development (Lacher) Appendix A

Explanation: The objectives that need to be pursued are:

1. Determine items to be placed in a possible referendum (by priority)
2. Determine dollar value of a possible referendum
3. Request bond consultants to develop projected costs for a future Board meeting.
4. Determine methods of communicating details to the public

Recommendation: For discussion purposes (Refer to Appendix A-1).

NEW BUSINESS

1. Senior High Band Trip (Jernberg) Appendix B

Explanation: Bruce Hering will update the Board regarding the upcoming trip to Kansas City for the Worlds of Fun Band Festival which will be held on April 20 & 21.

Recommendation: For information only

2. Sports Center (Trochlil) Appendix C

Explanation: The City Park Board is requesting that the district assist in payment of new hockey boards that will be installed. Sue Porter has requested to appear before the Board to discuss their request.

Recommendation: For information only

3. Volunteer Program (Jernberg) Appendix D

Explanation: Appendix D-1 contains a copy of the School Volunteer Program goals, position description and proposed budget.

Community Education staff will review the information with the Board.

Recommendation: Move to approve the Community Education School Volunteer Program.

4. Personnel

(Bergen)

Appendix E

Retirement

Lois Lokken - Special Education Secretary, effective April 30, 1985

Edythe Shine - Sixth grade teacher, Washington Elementary, effective May 31, 1985

Resignation

Helen Schuster - Director of Medical Records, MAVTI, effective July 26, 1985

Cindy Mahoney - Early Childhood aide, effective March 31, 1985

Donna Peterson - Kindergarten teacher, Probstfield Elementary, effective May 31, 1985

5. Bond Paying Agency Agreement

(Lacher)

Appendix F

Explanation: Appendix F-1 contains the proposed agreement modifying the Paying Agency Agreement from American National Bank & Trust Co.

Recommendation: Move to approve the Bond Paying Agency Agreement as stated.

6. Corporate Certificate of Authority

(Lacher)

Appendix G

Explanation: Appendix G-1 is a resolution needed to fully participate in the Minnesota School District Liquid Asset Fund Plus. This has been previously approved as a depository at the January 22 Board meeting.

Recommendation: Move to approve the Corporate Certificate of Authority as stated.

WE ARE PROUD

1. Almost 70% of the Moorhead AVTI faculty belong to the MVA/AVA topping all other secondary and post-secondary vocational schools in Minnesota. In recognition of the faculty's commitment to the association and of MVA and building representative Vern Herman's promotional talents, the MAVTI received a certificate of appreciation from MVA.
2. Donnajean Sullivan was selected to represent Moorhead on the Social Studies Leadership Conference sponsored by the Minnesota State Department of Education.

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Policy Review	Monday, March 25	7:00 P.M.	W-Conference Board
Civil Rights Compliance Review	Monday, March 25 Tuesday, March 26 Wednesday, March 27		MAVTI
Joint Powers	Thursday, April 4	7:00 A.M.	City Hall
No School (Students and Staff)	Friday, April 5 Monday, April 8		
Board Election (first day to file)	Monday, April 8		
Athletic Council	Tuesday, April 9	7:00 A.M.	Board Room

MEMO TO: BOARD OF EDUCATION
DR. TROCHLIL ✓

FROM: ROBERT LACHER *R. Lacher*

DATE: MARCH 18, 1985

SUBJECT: PERFORMANCE INVENTORY RATING

Attached are two (2) different sorts of inventory rating.

1. Sorted by Weighted Total, then by building.
2. By building, then by weighted total.

The weighted ranking is achieved by giving a point value to each rating.

RATING:	1	2	3	4
POINT VALUE:	5	10	15	20

The five point spread was chosen to provide some degree of separation between the ratings. The point value range is 15 to 130. The maximum score possible is 140. The building identification has been inserted in the column to the right of the weighted ranking.

Senior High - SR
Junior High - JR
Edison - ED
Probstfield - PR
Riverside - RV or RIV
Washington - WA
Wash. Annex - WX
Townsite - TS
Maintenance/
Transportation - MA
Sabin - SA
AVTI - AV

PLEASE CIRCLE ONE OF THE NUMBERS FOR EACH OF THE FOLLOWING ITEMS:

1. DO NOT SUPPORT
2. NICE IDEA
3. SUPPORT
4. MUST DO AS SOON AS POSSIBLE

LINE #		SITE IMPROVEMENT (SENIOR HIGH) WEST HALF	WEIGHT	RATING				20 WEIGHTED BLDG. RANKING	SUB TOTAL
				1	2	3	4		
53	2	Resurface tennis courts.	15,000			2	5	130 SR	
332	1	Roof.	219,000			3	4	125 JR	
336	3	Energy Cons.	84,300			3	4	125 JR	
15	6	Bus loading and unloading area	27,950			4	3	120 SR	
173	2	1" overlay on berm area.	500			4	3	120 RIV	
334	2	Walls.	290,000			4	3	120 JR	
228	c.	Backstop.	1,500			5	2	115 WA	
225	a.	Contour diamond for proper drainage .	1,500			5	2	115 WA	
229	d.	Bases	100			5	2	115 WA	
175	3	Replace sidewalk	500			5	2	115 RV	
171		lay and restripe playground area . . .	6,700		1	3	3	115 RV	
179	5	Landscaping.	4,000		1	3	3	115 RIV	
153	a.	Contour diamond for proper drainage .	1,500			5	2	115 PR	
155	c.	Backstop.	1,500			5	2	115 PR	
149	3	Seal existing bituminous area.	500			5	2	115 PR	
144		bituminous overlay to exist. parking lot	6,300			5	2	115 PR	
156	d.	Bases	100			5	2	115 PR	
277		parking lot.	9,100			5	2	115 MA	
116		lay of exist. drive.	1,800			5	2	115 JR	
134	8	Seal existing bituminous area.	1,500			5	2	115 JR	
205	7	Landscaping.	5,000		1	3	3	115 ED	
199		of playground.	2,000			5	2	115 ED	
349	2	Walls	290,000		1	4	2	110 WX	
351	3	Energy Cons.	84,300		1	4	2	110 WX	
347	1	Roof	219,000		1	4	2	110 WA	
236	7	Seal exist. bituminous areas	3,000		1	4	2	110 WA	
355	5	PCB.	30,000		1	4	2	110 WA	
245	11	Landscaping.	3,200		1	4	2	110 WA	
227	b.	2" Agra-line.	1,500		1	4	2	110 WA	
269	2	Landscaping.	1,500		2	2	3	110 TS	
353	4	Asbestos	144,000		1	4	2	110 SR	
177	4	Bus loading and unloading.	18,950	1		3	3	110 RIV	
136	9	Landscaping.	4,500		2	2	3	110 JR	
192	c.	Backstop.	1,500		1	4	2	110 ED	
193	d.	Bases	100		1	4	2	110 ED	
190	a.	Contour diamond for proper drainage .	1,500		1	4	2	110 ED	
201	5	Bus loading and unloading.	13,100	1		3	3	110 ED	
187		frp, 3" tp 1/2" to accomplish drainage	3,700		1	4	2	110 ED	
300	7	Landscaping.	6,400		1	4	2	110 AV	
241	9	Bus loading and unloading.	28,600	1		4	2	105 WA	
234	6	Replace sidewalks.	1,500		1	5	1	105 WA	
310	2	Senior High.	700,000		2	3	2	105 SR	
39	j.	Combination football-soccer goal post	1,800	1	1	2	3	105 SR	
3		parking lot.	57,000		1	5	1	105 SR	
154	b.	2" agra-line.	1,500	1		4	2	105 PR	
163	7	Landscaping.	4,000		2	3	2	105 PR	
292	3	Repair curb and gutter	3,000		1	5	1	105 MA	

120	4	4" concrete walk and drive	1,100		1	5	1	105 JR
340	5	PCB.	30,000	1		4	2	105 JR
118	3	1" bituminous overlay.	600		1	5	1	105 JR
122	5	Repair curb and gutter	600		1	5	1	105 JR
324		Replace	174,000	1	1	3	2	100 WA
259	3	Landscaping.	2,300		2	4	1	100 TS
257		lot and restripe lot	2,000			4	2	100 TS
28		convert to 400 meters	44,000	1	1	3	2	100 SR
17	7	Landscaping.	3,100		3	2	2	100 SR
77	7	Landscaping.	8,700	1	1	3	2	100 SR
11		lot.	5,000		2	4	1	100 SR
321		Replace	173,000	1	1	3	2	100 SR
279	2	3" bituminous overlay on parking lot .	30,000		1	6		100 MA
338	4	Asbestos	140,910	1	1	3	2	100 JR
102	a.	Bleachers, seats 400.	14,000		2	4	1	100 JR
191	b.	2" agra-line.	1,500	1	1	3	2	100 ED
216	c.	Seed.	5,000	1	1	4	1	95 WA
215	b.	Black dirt.	24,000	1	1	4	1	95 WA
214	a.	Earth fill.	12,000	1	1	4	1	95 WA
238	8	Refurbish chain link fence	4,000	1	2	2	2	95 WA
254		curb and gutter).	16,500		3	3	1	95 TS
8		school building.	3,000		2	5		95 SR
13	5	Overlay existing bituminous areas. . .	2,600		3	3	1	95 SR
99	j.	Irrigation of football field.	9,000	1	2	2	2	95 JR
132	7	Softball field no. 2, same as no. 6. .	5,600		2	5		95 JR
128	c.	Backstop.	2,500		2	5		95 JR
100	k.	Combination football soccer goal post	1,800	1	2	2	2	95 JR
129	d.	Bases	100		2	5		95 JR
97	h.	Crown football field.	35,000	1	2	2	2	95 JR
126	a.	Contour diamond for drainage.	1,500		2	5		95 JR
294	4	Reroute storm sewer.	2,000			5	1	95 AV
298	6	6" security fence.	9,000	1	2	2	2	95 AV
296	5	Sanitary sewer for carpentry building.	5,000			5	1	95 AV
243	10	Quiet area	10,600		4	2	1	90 WA
323	3	Washington Repai	67,000	1	2	3	1	90 WA
34		events.	35,000	2	1	2	2	90 SR
29	b.	Two 4" bituminous high jump pads. . .	11,600	1	2	3	1	90 SR
38	i.	Sod football field & area inside trac	11,500	2	1	2	2	90 SR
36	g.	Crown football field.	22,000	2	1	2	2	90 SR
5	2	Replace sidewalk	6,600		3	4		90 SR
31	d.	4" bituminous pole vault runway . . .	3,000	1	2	3	1	90 SR
35	f.	Interior underground drainage system	20,000	2	1	2	2	90 SR
147		parking lot.	8,900	1	2	3	1	90 PR
161	6	Quiet area	15,000		4	2	1	90 PR
95	f.	Concrete shot put pad	500	1	2	3	1	90 JR
94	e.	1" rubberized all weather bituminous.	30,000	1	2	3	1	90 JR
98	i.	Sod football field.	11,500	1	3	1	2	90 JR
96	g.	Concrete discuss pad.	500	1	2	3	1	90 JR
90	a.	4" Bituminous track	35,000		2	2	2	90 JR
127	b.	2" Agra-line.	1,500		3	4		90 JR
30	c.	4" bituminous longjump runway	3,000	1	2	3	1	90 JR
93	d.	4" bituminous pole vault runway . . .	3,000	1	2	3	1	90 JR
91	b.	Two 4" bituminous high jump pads. . .	12,600	1	2	3	1	90 JR
92	c.	4" bituminous long jump runway. . . .	3,000	1	2	3	1	90 JR
320	2	Edison Repai	64,500	1	2	3	1	90 ED
203	6	Quiet area	15,000		4	2	1	90 ED
287		parking areas.	64,500	1	2	3	1	90 AV
69	a.	Improve surface	10,000	1	3	2	1	85 SR
71	c.	Seed.	3,800	1	5	2		85 SR
104	o.	Interior underground drainage. . . .	20,000	2	2	1	2	85 JR

101	l. Security fence.	13,200	1	3	2	1	85 JR
159	5 Softball field no. 2, same as no. 4. .	4,600	1	3	3		80 PR
103	n. Scoreboard.	5,000	2	2	2	1	80 JR
196	3 Softball field no. 2, same as no. 2. .	4,600	1	3	3		80 ED
267	service drive.	1,500	1	1	4		75 WX
221	3 Long jump sand pit	500		3	3		75 WA
219	2 Shot put pad	500		3	3		75 WA
232	5 Softball field no. 2, same as no. 4. .	4,600	1	4	2		75 WA
61	d. Seed football field	3,800	2	2	3		75 SR
40	k. Security fence.	19,000	2	1	2	1	70 SR
44	o. Scoreboard.	5,000	3	2	2		65 SR
37	h. Upgrade irrigation system	3,500		1	1	2	65 SR
290	parking areas.	20,500	2	1	3		65 AV
43	n. Football field lighting	35,000	4	1	2		60 SR
75	football field no. 5	19,300	3	3	1		60 SR
65	football field no. 3.	49,600	3	4			55 SR
57	a. Crown football field.	35,000	4	2	1		55 SR
60	goal posts.	1,800	3	4			55 SR
70	b. Irrigate.	5,500	1	5			55 SR
113	of sod.		3	1	2		55 JR
58	b. Irrigate football field	9,000	4	3			50 SR
48	used in lieu of rubberized surface.		5			1	45 SR
42	m. Press box	10,400	6	1			40 SR
41	l. Bleachers, 4,000 seats.	220,000	7				35 SR
317	1 Sabin. Repai	21,900	7				35 SA
318	Replacem	57,000	7				35 SA
308	1 Sabin.	32,000	7				35 SA
109	rubberized surface.		5	1			35 JR
111	to outside.		5	1			35 JR
49	DEDUCT: \$6,500 to seed field in lieu of sod.		3				15 SR

SORTED BY BUILDING THEN BY WEIGHTED TOTAL
SORTED BY BUILDING THEN BY WEIGHTED TOTAL

PERFORMANCE INVENTORY RATING-BOARD OF EDUCATION
PERFORMANCE INVENTORY RATING-BOARD OF EDUCATION

PLEASE CIRCLE ONE OF THE NUMBERS FOR EACH OF THE FOLLOWING ITEMS:

1. DO NOT SUPPORT
2. NICE IDEA
3. SUPPORT
4. MUST DO AS SOON AS POSSIBLE

LINE #		RATING	1	2	3	4	WEIGHT	5	10	15	20	WEIGHTED BLDG. RANKING	SUB
351	3 Energy Cons.	84,300		1	4	2						110 WX	
349	2 Walls	290,000		1	4	2						110 WX	
267	service drive.	1,500	1	1	4							75 WX	
225	a. Contour diaaond for proper drainage .	1,500			5	2						115 WA	
228	c. Backstop.	1,500			5	2						115 WA	
229	d. Bases	100			5	2						115 WA	
355	5 PCB.	30,000		1	4	2						110 WA	
227	b. 2" Agra-line.	1,500		1	4	2						110 WA	
236	7 Seal exist. bituminous areas	3,000		1	4	2						110 WA	
245	11 Landscaping.	3,200		1	4	2						110 WA	
347	1 Roof	219,000		1	4	2						110 WA	
241	9 Bus loading and unloading.	28,600	1		4	2						105 WA	
234	6 Replace sidewalks.	1,500		1	5	1						105 WA	
324	Replacem 174,000		1	1	3	2						100 WA	
238	8 Refurbish chain link fence	4,000	1	2	2	2						95 WA	
214	a. Earth fill.	12,000	1	1	4	1						95 WA	
216	c. Seed.	5,000	1	1	4	1						95 WA	
215	b. Black dirt.	24,000	1	1	4	1						95 WA	
243	10 Quiet area	10,600		4	2	1						90 WA	
323	3 Washington Repai	67,000	1	2	3	1						90 WA	
219	2 Shot put pad	500		3	3							75 WA	
232	5 Softball field no.2, same as no. 4 . .	4,600	1	4	2							75 WA	
221	3 Long jump sand pit	500		3	3							75 WA	
269	2 Landscaping.	1,500		2	2	3						110 TS	
257	lot and restripe lot	2,000			4	2						100 TS	
259	3 Landscaping.	2,300		2	4	1						100 TS	
254	curb and gutter).	16,500		3	3	1						95 TS	
53	2 Resurface tennis courts.	15,000			2	5						130 SR	
15	6 Bus loading and unloading area	27,950			4	3						120 SR	
353	4 Asbestos	144,000		1	4	2						110 SR	
310	2 Senior High.	700,000		2	3	2						105 SR	
3	parking lot.	57,000		1	5	1						105 SR	
39	j. Combination football-soccer goal post	1,800	1	1	2	3						105 SR	
77	7 Landscaping.	8,700	1	1	3	2						100 SR	
321	Replacem 173,000		1	1	3	2						100 SR	
17	7 Landscaping.	3,100		3	2	2						100 SR	
28	convert to 400 meters	44,000	1	1	3	2						100 SR	
11	lot.	5,000		2	4	1						100 SR	
8	school building.	3,000		2	5							95 SR	
13	5 Overlay existing bituminous areas. . .	2,600		3	3	1						95 SR	
36	g. Crown football field.	22,000	2	1	2	2						90 SR	
35	f. Interior underground drainage system	20,000	2	1	2	2						90 SR	
31	d. 4" bituminous pole vault runway . . .	3,000	1	2	3	1						90 SR	
29	b. Two 4" bituminous high jump pads. . .	11,600	1	2	3	1						90 SR	
38	i. Sod football field & area inside trac	11,500	2	1	2	2						90 SR	
5	2 Replace sidewalk	6,600		3	4							90 SR	

SORTED BY BUILDING THEN BY WEIGHTED TOTAL

PERFORMANCE INVENTORY RATING-BOARD OF EDUCATION

34	events.	35,000	2	1	2	2	90 SR
69	a. Improve surface	10,000	1	3	2	1	85 SR
71	c. Seed.	3,800	1	5	2		85 SR
61	d. Seed football field	3,800	2	2	3		75 SR
40	k. Security fence.	19,000	2	1	2	1	70 SR
44	o. Scoreboard.	5,000	3	2	2		65 SR
37	h. Upgrade irrigation system	3,500		1	1	2	65 SR
75	football field no. 5		19,300	3	3	1	60 SR
43	n. Football field lighting	35,000	4	1	2		60 SR
65	football field no. 3.		49,600	3	4		55 SR
60	goal posts.	1,800	3	4			55 SR
70	b. Irrigate.	5,500	1	5			55 SR
57	a. Crown football field.	35,000	4	2	1		55 SR
58	b. Irrigate football field	9,000	4	3			50 SR
48	used in lieu of rubberized surface.		5			1	45 SR
42	m. Press box	10,400	6	1			40 SR
41	l. Bleachers, 4,000 seats.	220,000	7				35 SR
49	DEDUCT: \$6,500 to seed field in lieu of sod.		3				15 SR
317	1 Sabin. Repair	21,900	7				35 SA
318	Replace	57,000	7				35 SA
308	1 Sabin.		32,000	7			35 SA
171	lay and restripe playground area . . .	6,700		1	3	3	115 RV
175	3 Replace sidewalk	500			5	2	115 RV
173	2 1" overlay on berm area.	500			4	3	120 RIV
179	5 Landscaping.	4,000		1	3	3	115 RIV
177	4 Bus loading and unloading.	18,950	1		3	3	110 RIV
153	a. Contour diamond for proper drainage .	1,500			5	2	115 PR
155	c. Backstop.	1,500			5	2	115 PR
144	bituminous overlay to exist. parking lot	6,300			5	2	115 PR
149	3 Seal existing bituminous area.	500			5	2	115 PR
156	d. Bases	100			5	2	115 PR
163	7 Landscaping.	4,000		2	3	2	105 PR
154	b. 2" agra-line.	1,500	1		4	2	105 PR
147	parking lot.	8,900	1	2	3	1	90 PR
161	6 Quiet area	15,000		4	2	1	90 PR
159	5 Softball field no. 2, same as no. 4. .	4,600	1	3	3		80 PR
277	parking lot.	9,100			5	2	115 MA
292	3 Repair curb and gutter	3,000		1	5	1	105 MA
279	2 3" bituminous overlay on parking lot .	30,000		1	6		100 MA
336	3 Energy Cons.	84,300			3	4	125 JR
332	1 Roof.	219,000			3	4	125 JR
334	2 Walls.	290,000			4	3	120 JR
116	lay of exist. drive.	1,800			5	2	115 JR
134	8 Seal existing bituminous area.	1,500			5	2	115 JR
136	9 Landscaping.	4,500		2	2	3	110 JR
120	4 4" concrete walk and drive	1,100		1	5	1	105 JR
118	3 1" bituminous overlay.	600		1	5	1	105 JR
340	5 PCB.	30,000	1		4	2	105 JR
122	5 Repair curb and gutter	600		1	5	1	105 JR
102	m. Bleachers, seats 400.	14,000		2	4	1	100 JR
338	4 Asbestos	140,910	1	1	3	2	100 JR
99	j. Irrigation of football field.	9,000	1	2	2	2	95 JR
128	c. Backstop.	2,500		2	5		95 JR
132	7 Softball field no. 2, same as no. 6. .	5,600		2	5		95 JR
126	a. Contour diamond for drainage.	1,500		2	5		95 JR
97	h. Crown football field.	35,000	1	2	2	2	95 JR
100	k. Combination football soccer goal post	1,800	1	2	2	2	95 JR
129	d. Bases	100		2	5		95 JR
91	b. Two 4" bituminous high jump pads. . .	12,600	1	2	3	1	90 JR

SORTED BY BUILDING THEN BY WEIGHTED TOTAL

PERFORMANCE INVENTORY RATING-BOARD OF EDUCATION

127	b. 2" Agra-lime.	1,500		3	4			90 JR
92	c. 4" bituminous long jump runway.	3,000	1	2	3	1		90 JR
98	i. Sod football field.	11,500	1	3	1	2		90 JR
30	c. 4" bituminous longjump runway	3,000	1	2	3	1		90 JR
96	g. Concrete discuss pad.	500	1	2	3	1		90 JR
94	e. 1" rubberized all weather bituminous.	30,000	1	2	3	1		90 JR
93	d. 4" bituminous pole vault runway	3,000	1	2	3	1		90 JR
90	a. 4" Bituminous track	35,000		2	2	2		90 JR
95	f. Concrete shot put pad	500	1	2	3	1		90 JR
101	l. Security fence.	13,200	1	3	2	1		85 JR
104	o. Interior underground drainage.	20,000	2	2	1	2		85 JR
103	n. Scoreboard.	5,000	2	2	2	1		80 JR
113	of sod.		3	1	2			55 JR
111	to outside.		5	1				35 JR
109	rubberized surface.		5	1				35 JR
205	7 Landscaping.	5,000		1	3	3		115 ED
199	of playground.	2,000			5	2		115 ED
192	c. Backstop.	1,500		1	4	2		110 ED
193	d. Bases	100		1	4	2		110 ED
201	5 Bus loading and unloading.	13,100	1		3	3		110 ED
187	frp, 3" tp 1/2" to accomplish drainage	3,700		1	4	2		110 ED
190	a. Contour diamond for proper drainage .	1,500		1	4	2		110 ED
191	b. 2" agra-lime.	1,500	1	1	3	2		100 ED
320	2 Edison Repai	64,500	1	2	3	1		90 ED
203	6 Quiet area	15,000		4	2	1		90 ED
196	3 Softball field no. 2, same as no. 2. .	4,600	1	3	3			80 ED
300	7 Landscaping.	6,400		1	4	2		110 AV
294	4 Reroute storm sewer.	2,000			5	1		95 AV
298	6 6' security fence.	9,000	1	2	2	2		95 AV
296	5 Sanitary sewer for carpentry building.	5,000			5	1		95 AV
287	parking areas.	64,500	1	2	3	1		90 AV
290	parking areas.	20,500	2	1	3			65 AV

1,325,600 2,820,210

SCHOOL VOLUNTEER TASK FORCE
REPORT TO COMMUNITY EDUCATION ADVISORY COUNCIL

Program goals and the list of proposed activities were approved by the task force on February 11, 1985. Serving on the task force were Pat Frazee, Judy Kolb, Howard Murray, Judy Cox, Dennis Mitchell, Rose Andersen, Mary Davies, Nick Heisler, Anne Dickerson, Cindy Foster-Swenson, Stacey Bernier, and Virgil Wienhold.

SCHOOL VOLUNTEER
PROGRAM GOALS

1. Increase school/community communications and understanding through community involvement in the schools.
2. Identify and use community resources to enrich the school program.
3. Assist teachers with non-teaching tasks.
4. Assist teachers in providing individual attention to children who may need it.

SUGGESTED VOLUNTEER ACTIVITIES

The task force developed their list from a survey of staff needs gained from building and staff meetings and questionnaires.

- * 1. Resource people
- * 2. Clerical help including materials preparation, bulletin board preparation
- * 3. Reading to children
- ** 4. Help sixth grades move
- 5. Tutoring/skills reinforcement
- 6. Great Books
- 7. Guides during conferences, open house
- 8. Facilitate work of PTOs
- 9. Assist on field trips
- 10. Facilitate use of room parents
- 11. Storytelling
- 12. Bucket Brigade (some reservations from staff)
- 13. Bus riders
- 14. Health screening

* Top priority

** Special one-time project that would give the volunteer program some notice

DRAFT

POSITION TITLE: School Volunteer Program Coordinator

ACCOUNTABLE TO: Adult/Community Education Coordinator

QUALIFICATIONS: Person should have leadership background gained through community organizations. Knowledge of community a necessity. Excellent written and oral communication skills required. Bachelor's degree preferred.

TERMS OF EMPLOYMENT: Employed at an hourly rate for approximately 15-20 hours per week for ten months.

EVALUATION: Performance will be evaluated periodically by the Adult/Community Education Coordinator.

JOB RESPONSIBILITIES:

1. Survey teachers to determine their need for volunteer help.
2. Recruit volunteers.
3. Identify volunteer talents and interests and match volunteers with needs for volunteer help.
4. Train, evaluate and support volunteers. Develop volunteer policies, handbooks.
5. Train school personnel to work with volunteers.
6. Develop and maintain records.
7. Evaluate the volunteer program.
8. Develop a program to recognize volunteers.
9. Work with administration, staff, PTO groups, community organizations.
10. Follow school board policies and guidelines.
11. Prepare an annual report on the volunteer program.

PROPOSED BUDGET
SCHOOL VOLUNTEER COORDINATOR

Salary for Coordinator	
15-20 hours per week X 10 months X \$10.30 per hour	\$ 8,000
Clerical Assistance	
\$5.00 per hour	\$ 1,000
Supplies and materials	<u>\$ 1,000</u>
TOTAL	\$10,000

PAYING AGENCY AGREEMENT
WITH PROVISION FOR DESTRUCTION OF OBLIGATIONS

THIS AGREEMENT made this _____ day of _____, 19____, between _____, hereinafter called the Issuer and American National Bank and Trust Company, a national banking association, hereinafter called the "Agent", WITNESSETH:

The Issuer hereby confirms its appointment of the Agent as Paying Agent for its bonds, notes, or obligations as listed and attached hereto as Exhibit A. Pursuant to Section 475.553 of Minnesota Statutes 1961, as amended, the Issuer hereby appoints the Agent as Accounting and Destruction Agent for the bonds, as listed, and all coupon appertaining thereto in addition to those obligations the Issuer may from time to time issue and in connection therewith designate the Agent as Paying Agent and Destruction Agent. The Agent accepts such appointment and agrees to perform the duties of Paying, Accounting and Destruction Agent on the terms and conditions hereinafter described.

At least thirty (30) days before the date on which a remaining installment of principal of or interest on the obligations becomes due, the Agent shall forward to the Issuer a statement of the amount of such principal or interest becoming due. At least three (3) business days before the date on which any principal of or interest on the obligations becomes due, the Issuer shall deposit with the Agent funds sufficient for the payment of the principal or interest coming due, and the Agent shall use the funds so deposited solely for the purpose of paying matured obligations and interest due on the obligations.

Semi-annually, the Agent shall prepare and forward to the Issuer a report of all obligations and coupons appertaining thereto which have been paid and cancelled by the Agent during the fiscal year.

All bonds and coupons paid and cancelled by the Agent shall be destroyed by shredding not less than ten days after cancellation. The Agent shall immediately prepare and execute an appropriate certificate as to such destruction. The certificate shall include a description of the obligations and the date of destruction. A copy of each such certificate shall be forwarded to the Issuer and a copy thereof shall be retained by the Agent as part of its permanent records until the expiration of six years following the final maturity or redemption date of any bonds, as listed, appertaining thereto.

The Agent assumes responsibility for the proper payment and disposition of the bonds as listed, and coupons, appertaining thereto, in accordance with the provisions hereof and agrees to indemnify the Issuer for any loss sustained by reason of duplicate payment, wrongful and improper payment to unauthorized persons and non-payment to authorized persons occurring as a result of any destruction of bonds or coupons. For the purpose of this paragraph the Agent may treat the bearer or presenter of any bond payable to bearer or coupon as the owner thereof, and such bearer or presenter shall be conclusively presumed to be an "authorized" person, regardless of whether or not any other person may assert a claim to, or ownership of, or an interest in any such bond or coupon.

With respect to bonds registered as to principal, or as to both principal and interest, the person in whose name such bond is registered as shown by the registration books of the Issuer, or the registration books maintained by the Paying Agent, if such Agent acts as registrar for the Issuer, shall be conclusively presumed to be the owner of such bond.

The Agent shall not be liable for any loss arising out of any act or omission of the issuer, or any officer, employee, or agent thereof.

Except as herein above stated, if the Issuer shall deposit with the Agent funds sufficient to pay the principal and interest on the Bonds, as listed, as the same become due, the Agent shall be responsible for the proper disbursement thereof and shall undertake to pay any valid bond or coupon presented to it even though such funds may have been exhausted; provided, however, that it shall have the right to make such adjustments in or corrections of its accounting controls with respect to interest obligations for any specific maturity or maturities as appear reasonable and proper. The Agent shall not pay any obligations after the statute of limitations.

For its services as Destruction Agent and Paying Agent, the Issuer shall pay to the Agent within thirty (30) days of each statement therefor fees and charges as listed on the attached fee schedule (Exhibit B).

The authority and responsibility of the Agent with respect to destruction of obligations and coupons can be terminated by the Agent or by the Issuer upon written notice of such termination by registered mail to the other party. The termination shall take effect upon the expiration of sixty (60) days from the date of mailing such notice or upon such later date as may be specified in the notice of termination. Any bank into which the Agent is merged or with it may be consolidated, or any bank resulting from any merger or consolidation to which it shall be a party, or any bank to which it may sell all or substantially all of its business shall, if the governing body of the Issuer approves, succeed to

the duties, responsibilities and rights of the Agent herein prescribed, without the execution of any document or performance of any further act.

IN WITNESS WHEREOF the parties hereto have caused this instrument to be executed in duplicate by their duly authorized officers.

Issuer

By _____

Its _____

By _____

Its _____

AMERICAN NATIONAL BANK AND TRUST COMPANY

By 

Its TRUST OFFICER

LIST OF ISSUES

ISD #152 (formerly #122) of CLAY COUNTY, MN
GENERAL OBLIGATION SCHOOL BUILDING BONDS

dtd. 8-1-56

ISD #152 of CLAY COUNTY, MN
SCHOOL BUILDING BONDS

dtd. 1-1-58

ISD #152 of CLAY COUNTY, MN
SCHOOL BUILDING BONDS

dtd. 2-1-76

DESTRUCTION CHARGES

Coupons sorted and listed - each	.05
Bonds sorted and listed - each	.20
Minimum - per destruction certificate	25.00

PAYING AGENT CHARGES

Coupons	$\frac{1}{4}$ of 1% of interest paid
Bonds - each	2.00
Minimum - per period	25.00

TAX IDENTIFICATION NO. 41-6008721

CORPORATE CERTIFICATE OF AUTHORITY

I, Karen Koentopf, do hereby certify that I am Clerk ofIndependent School District #152, a corporation organized under the laws of theState of Minnesota; that the following is a true, complete and correct copy of resolutions adopted at a meeting of the Board of Directorsof said corporation duly and properly called and held on the 26th day of March, 19 85; that a quorum was present at said meeting; and that said resolutions are now in full force and effect.

DEPOSITS

RESOLVED, That Liquid Asset Fund Plus (herein called the "Bank"), be and is hereby designated as a depository of this corporation with authority to accept or receive at any time for the credit of this corporation deposits by whomsoever made of funds and other property in whatever form or manner transferred or endorsed; and that any officer of this corporation be and is hereby authorized to open or cause to be opened one or more accounts with the Bank on such terms, conditions and agreements as the Bank may now or hereafter require and to make any other agreements deemed advisable in regard to any of the foregoing.

RESOLVED FURTHER, That checks, drafts or other orders for the payment, transfer or withdrawal of any of the funds or other property of this corporation on deposit with the Bank shall be binding on this corporation when signed, manually or by use of a facsimile or mechanical signature or otherwise authorized, by any

One (1 or 2) of the following persons:

Subparagraph a ☐ the person or persons from time to time holding the following offices of this corporation: President, Vice President, Assistant Vice President, Treasurer, Assistant Treasurer, Secretary, Assistant Secretary, _____; or

Subparagraph b ☒ the following named individuals: Robert Lacher
Ruth Legg; or

Subparagraph c ☐ any person or persons designated in a written certificate signed by the _____ and the _____ of this corporation (and such officers of this corporation may appoint themselves as the persons authorized to sign), and the Bank is hereby authorized to pay and charge to the account of this corporation any such checks, drafts or other orders so signed or otherwise authorized, including those payable to the individual order of the person or persons signing or otherwise authorizing, the same and including also those payable to the Bank or to any other person for application, or which are actually applied to the payment of any indebtedness owing to the Bank from the person or persons who signed such checks, drafts or other withdrawal orders or otherwise authorized such withdrawals.

In particular, and not in limitation of foregoing, such persons may authorize payment, transfer or withdrawal by oral or telephonic directions to the bank complying with such rules and regulations relating to such authorization as the bank may communicate to this Corporation, from time to time.

LOANS

RESOLVED FURTHER, That any _____ of the persons from time to time holding the following offices of this corporation: (Insert one or two)

President, Vice President, Treasurer, Secretary, _____ and/or the following named individual(s),

be and are hereby authorized: (i) to borrow money and obtain other credit or financial accommodation from the Bank for and on behalf of and in the name of this corporation; (ii) to sign, execute and deliver promissory notes, acceptances or other evidences of indebtedness therefor, or in renewal thereof, in such amounts and for such time, at such rates of interest and upon such terms as such person(s) may see fit; (iii) to discount, sell, assign, transfer, mortgage, or pledge to the Bank the real property, goods, instruments, documents of title, securities, chattel paper, intangibles or any other property now or hereafter owned by this corporation, either absolutely for such consideration as such person(s) may deem to be appropriate or as security for the payment or performance of any debts, liabilities or obligations to the Bank; (iv) to unconditionally guarantee payment of any or all rights to payment so transferred or of any other indebtedness owed to the Bank by any person, and (v) to do such other acts and things, to make such other agreements and to execute and deliver such other contracts or writings, as such person(s) may deem to be appropriate in connection with any of the foregoing.

OTHER SERVICES

RESOLVED FURTHER, That the person(s) so authorized to borrow money be and are hereby authorized and empowered on behalf of this corporation to transact any and all other business with and through the Bank with such person(s) may at any time deem to be advisable, including, without limiting the generality of the foregoing, authority to purchase certificates of deposit, government securities, commercial paper, stocks, bonds or other forms of investments that may be sold by the Bank, and to enter into safe deposit agreements, lock-box agreements, night depository agreements, freight payment service agreements, payroll service agreements and other electronic data processing service agreements offered by the Bank, and, in reference to any such business, to make any and all agreements and to execute and deliver to the Bank any and all contracts and other writings which such person(s) may deem to be necessary or desirable.

FURTHER PROVISIONS

RESOLVED FURTHER, That the Secretary or an Assistant Secretary shall certify to the Bank the names and signatures (either actual or any form or forms of facsimile or mechanical signatures adopted by the person authorized to sign) of the persons who presently are duly elected, qualified and acting as the officer or officers named in subparagraph (a) above, or any person named in subparagraph (b) above, or of any officer or person designated as authorized to sign by them

_____ and _____ of this corporation as provided in subparagraph (c) above, whichever of these subparagraphs may be applicable, as well as the names and signatures of all other officers and persons authorized to act on behalf of this corporation under these resolutions, and the Secretary or an Assistant Secretary shall from time to time hereafter, upon a change in the facts so certified, immediately certify to the Bank the names and signatures (actual or facsimile) of the officers or persons then authorized to sign or to act, the Bank shall be fully protected in relying on such certificates and on the obligation of the Secretary or an Assistant Secretary (set forth above) to immediately certify to the Bank any change in any facts so certified; and the Bank shall be indemnified and saved harmless by this corporation from any claims, demands, expenses, loss or damage resulting from or growing out of honoring or relying on the signature of other authority (whether or not properly used and, in the case of any facsimile signature, regardless of when or by whom or by what means such signature may have been made or affixed) of any officer or person whose name and signature was so certified, or refusing to honor any signature or authority not so certified.

RESOLVED FURTHER, That these resolutions shall continue in force until express written notice of their rescission or modification has been furnished to and received by the Bank.

RESOLVED FURTHER, That any and all transactions by or in behalf of this corporation with the Bank prior to the adoption of this resolution (whether involving deposits, withdrawals, rediscounts or borrowings, or otherwise) be and the same hereby are in all respects ratified, approved and confirmed.

I further certify that the Board of Directors of said corporation has, and at the time of adoption of said resolutions had, full power and lawful authority to adopt the foregoing resolutions and to confer the powers therein granted to the persons named, and that such persons have full power and authority to exercise the same.

I further certify that the officers whose names appear below have been duly elected to and now hold the offices in this corporation set opposite their respective names, and the signatures appearing opposite their names are the authentic, official signatures of the said respective officers and of the named signatories who are not corporate officers.

In Witness Whereof, I have hereunto subscribed my name and affixed the seal of this corporation

this 26th day of March, 19 85

Attest By One Other Officer

CLERK

☐ Checking ☐ MMIC ☒ Savings ☐ MMIS ☒ Certificate ☐ _____

Account Title ISD #152 Account Number _____

The signature of each person authorized to sign the account signifies agreement that the account is subject to all applicable rules and regulations governing Bank accounts as may be amended from time to time. These rules are posted in the Bank lobby and are available upon request of the depositor at any time. All signers acknowledge receipt of a copy of the Bank's Rules and Regulations, "To Our Depositor."

AUTHORIZED SIGNERS

NAME/TITLE (If Any)	SAMPLE SIGNATURE	CIS INFORMATION
Robert Lacher, Asst. Supt. - Business	<i>Robert Lacher</i>	
Ruth Legg, District Accountant	<i>Ruth Legg</i>	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	

Signatures required on all checks, withdrawals, or borrowings (#) one

ACCOUNT OFFICER _____

5/19/85
min
3-26-85

Regular Meeting
Board of Education
Independent School District #152
March 26, 1985

Members Present: Dean Guida, Curt Borgen, Richard Pemble, Doug Fagerlie, Wayne Puppe, Mike Hulett and Ben Trochlil

The meeting was called to order by chairperson, Richard Pemble.

PREVIEW - Ben Trochlil previewed the agenda, deleting Volunteer Program and Sports Center - City Park Board Request and adding Salary Settlements (Custodians, Secretaries, Aides and Confidential Secretaries), Personnel, Comparable Worth, Bus Contracts and Action on Bills in Subcommittee.

OPPORTUNITY FOR CITIZENS TO SPEAK - Fred Wright, parent of 5th grader, expressed his concern of 6th graders at North Campus next year with other existing programs.

Duane Money, parent, expressed his concern for administrative and counseling responsibilities at North Campus next year.

SENIOR HIGH BAND TRIP - Bruce Hering updated the Board regarding the upcoming trip to Kansas City for the Worlds of Fun Band Festival which will be held on April 20 & 21.

Mike Hulett moved, seconded by Curt Borgen, to approve the trip as presented. Motion carried.

PERSONNEL - Curt Borgen moved, seconded by Dean Guida, to approve the following personnel changes:

Retirement

Lois Lokken - Special Education Secretary, effective April 30, 1985

Edythe Shine - Sixth grade teacher, Washington Elementary, effective May 31, 1985

Resignation

Helen Schuster - Director of Medical Records, MAVTI, effective July 26, 1985

Cindy Mahoney - Early Childhood aide, effective March 31, 1985

Donna Peterson - Kindergarten teacher, Probstfield Elementary, effective May 31, 1985

Leave of Absence - Debra LaQua - Psychologist, one-year leave of absence, effective for the 1985-86 school year.

Motion carried.

BOND PAYING AGENCY AGREEMENT - Mike Hulett moved, seconded by Wayne Puppe, to approve the agreement modifying the Paying Agency Agreement from American National Bank & Trust Co. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
March 26, 1985
Page Two

CORPORATE CERTIFICATE OF AUTHORITY - Curt Borgen moved, seconded by Doug Fagerlie, to approve the resolution needed to fully participate in the Minnesota School District Liquid Asset Fund Plus. Motion carried.

COMPARABLE WORTH - Rod Bergen discussed a proposal received from Arthur Young & Co.

Curt Borgen moved, seconded by Doug Fagerlie, to approve Arthur Young & Company as the Consultants regarding Comparable Worth and established a budget of \$20,000 for the project. Motion carried.

SALARY SETTLEMENTS - 1984-86 - CUSTODIANS, SECRETARIES, AIDES, CONFIDENTIAL SECRETARIES - Dean Guida moved, seconded by Curt Borgen, to approve salary settlements for 1984-86 with the following employee units (two-year settlement including fringe benefits).

Custodians	10.33%
Secretaries	18.94%
Aides	21.81%
Confidential Secretaries	20.30%

Motion carried by roll call vote: Guida -yes, Borgen - yes, Pemble - yes, Fagerlie - yes, Puppe - yes, Hulett - yes.

SITE DEVELOPMENT - Bob Lacher reviewed the Performance Inventory Rating and discussed the following objectives:

1. Determine items to be placed in a possible referendum (by priority)
2. Determine dollar value of a possible referendum
3. Request bond consultants to develop projected costs for a future Board meeting
4. Determine methods of communicating details to the public

Target dates were set as follows:

1. Recommendation from Administration to Board - May 14 meeting
2. Discussion with bond consultant - May 14 meeting
3. Action on decision and size of possible bond issue - May 28

BUS CONTRACTS - Discussion was held on the procedure of purchasing contracted services.

Regular Meeting
Board of Education
Independent School District #152
March 26, 1985
Page Three

ACTION ON BILLS IN SUBCOMMITTEE - Mike Siggerud moved, seconded by Doug Fagerlie, to not support S.F. 666 - H.F. 813 bill (ENROLLMENT CHOICE). Motion carried by roll call vote.

Curt Borgen moved, seconded by Mike Hulett, to not support S.F. 666 - H.F. 813 bill (STUDENT ASSESSMENT). Motion carried by roll call vote.

Doug Fagerlie moved, seconded by Mike Hulett, to support S.F. 666 - H.F. 813 bill (STAFF AND PROGRAM DEVELOPMENT). Motion carried by roll call vote.

Curt Borgen moved, seconded by Dean Guida, to not support S.F. 666 - H.F. 813 bill (DEMONSTRATION PUBLIC - NONPUBLIC VOUCHER PROGRAM). Motion carried by roll call vote.

Wayne Puppe moved, seconded by Doug Fagerlie, to not support S.F. 666 - H.F. 813 bill (STATE SCHOOL FOR THE ARTS AND RESOURCE CENTER). Motion carried by roll call vote.

Doug Fagerlie moved, seconded by Mike Hulett, to not support S.F. 666 - H.F. 813 bill (STATEWIDE EMPLOYEE FRINGE BENEFITS). Motion carried by roll call vote.

Curt Borgen moved, seconded by Dean Guida, to support S.F. 666 - H.F. 813 bill (FUNDING). Motion carried by roll call vote.

The meeting was adjourned.

Karen Koentopf, Clerk

5/mg/805
min
4-9-85

Ann Dickerson

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, April 9 at 5:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie	_____	Dean Guida	_____
Karen Koentopf	_____	Richard Pemble	_____
Mike Hulett	_____	Wayne Puppe	_____
Curt Borgen	_____	Ben Trochlil	_____

- I. CALL TO ORDER
- II. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- III. APPROVAL OF MINUTES Appendix A
Recommendation: Move to approve the minutes of March 12 and 26, 1985.
- IV. CONSIDERATION OF CLAIMS Appendix B
Recommendation: Move to approve the claims.
- V. COMMUNICATIONS
- VI. OPPORTUNITY FOR CITIZENS TO SPEAK
- VII. "WE ARE PROUD"
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS
 1. Consider MAVTI Change Order Appendix C
 2. Consider School Patrol Trip Appendix D
 3. Review Sports Center Needs Appendix E
 4. Review Science Curriculum Appendix F
 5. Consider School Calendar Appendix G
 6. Consider Personnel Appendix H

X. FOR YOUR INFORMATION

Appendix Z

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

XII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, April 23, 7:30 P.M.

NEW BUSINESS

1. MAVTI Change Order (Bergos) Appendix C

Explanation: A change order to provide a pipe chase at the new two-inch main in classroom 107 has been submitted by the architects.

Recommendation: Move to approve the MAVTI construction change order in the amount of \$162.61 to provide a pipe chase at the new two-inch water main in classroom 107.

2. School Patrol Trip (Jernberg) Appendix D

Explanation: At a previous meeting, Jim Nigg and Charles Leitheiser updated the Board regarding School Patrol and discussed the preliminary plans for a School Patrol trip to see a Minnesota Twins Baseball game on one of the sponsored School Patrol days.

Patrol advisors will discuss the plans for the upcoming trip including information regarding donations for transportation.

Recommendation: For information only.

3. Sports Center Needs (Trochlil) Appendix E

Explanation: The City Park Board is requesting that the district assist in payment of new hockey boards that will be installed. Sue Porter has requested to appear before the Board to discuss their request.

Recommendation: For information only.

4. Science Curriculum Update (Jernberg) Appendix F

Explanation: Members of the Science Committee will review the science curriculum study and materials selection with the Board.

Recommendation: For information only.

5. School Calendar

(Bergen)

Appendix G

Explanation: Proposed calendars for 1985-86 and 1986-87 are listed below. These calendars were approved by the calendar committee.

Options #1 and #2 are presented for 1985-86 depending on legislation on the Labor Day bill).

1985-86 - Option #1

Aug. 26 & 27	Teacher Workshops
Aug. 28	First Day of School
Sept. 2	Labor Day
Oct. 17 & 18	MEA Convention
Nov. 28 & 29	Thanksgiving Vacation
Dec. 23 & Jan. 1	Christmas Vacation
Feb. 14	Teacher Workshop
Feb. 17	President's Day
Mar. 26 - Apr. 1	Easter Vacation
May 26	Memorial Day (May 30 - last day of school)

1985-86 - Option #2

Aug. 29 & 30	Teacher Workshops	
Sept. 3	First Day of School	
Oct. 17 & 18	MEA Convention	
Nov. 28 & 29	Thanksgiving Vacation	
Dec. 23 - Jan. 3	Christmas Vacation	
Feb. 14	Teacher Workshop	
Feb. 17	President's Day	<u>Storm Make-up Days</u>
Mar. 26 - Apr. 1	Easter Vacation	1st - Feb. 17
May 26	Memorial Day	2nd - Mar. 26
June 6	Last Day of School	3rd - Apr. 1

1986-87 Calendar

Aug. 28 & 29	Teacher Workshops	
Sept. 1	Labor Day	
Sept. 2	First Day of School	
Oct. 16 & 17	MEA Convention (speculative)	
Nov. 27 & 28	Thanksgiving Vacation	
Dec. 22 - Jan. 2	Christmas Vacation	
Feb. 13	Teacher Workshop	
Feb. 16	President's Day	<u>Storm Make-up Days</u>
April 15 - 21	Easter Vacation	1st - Feb. 16
May 25	Memorial Day	2nd - April 15
June 5	Last Day of School	3rd - April 21

Recommendation: Move to approve Option #1 and #2 (depending on legislation on the Labor Day bill) of the 1985-86 calendar and the 1986-87 calendar as presented by the Calendar Committee.

Resignation

Sheila Robley - Occupational Therapist, currently on one-year leave of absence, effective for the 1985-86 school year.

'WE ARE PROUD'

1. Paula Jane Hines, High School Choir member, was selected as the recipient of the Fargo/Moorhead Music Clubs Memorial Scholarship of \$100.00. This scholarship is given for further education in music studies. Paula's voice teacher is Diane Mancini.
 2. Winners in the 1985 State Leadership Conference for the Health Occupations students in HOSA from Clay County Vocational Center were:
Lori Ernst - Medical Terminology - Honorable Mention
Brenda Gilbertson - Nursing Assistant - 2nd place
 3. The Region 8AA solo & ensemble contest was held at Moorhead High School this past Tuesday, March 26. The following people received the highest rating for perfection for their performances: Christy Amundson, Anne Hedman, Leah Johnson, Elaine Pyle - clarinet quartet; Tracy Kvaale - flute solo; Chandra Flint - clarinet solo; Kim Pattengale - flute solo; Michelle Page, Rhonda Swanson, Darcy Teschendorf, Jason Erickson - Saxophone ensemble; Beth Oanes and Cheryl Overbye - oboe duet; Jay Kopita, Lana Wehrman, Tim Hulett, Chuck Gallatin - Saxophone ensemble; Chuck Gallatin - Baritone sax solo; Kirsten Rowell - flute solo; Ginger Viker - Alto sax solo.
 4. The North Central Association has notified Moorhead Senior High that they have been accredited for the 1984-85 school year. During the review of the school's report and supplementary information, no deviations from policies and standards were noted. The school is to be commended for its efforts to provide for its students a quality program of education. The North Central Association extends congratulations to the school, its staff and community.
-

FOR YOUR INFORMATION

Appendix Z

1. Community Education Minutes of February 27 (Appendix Z-1)
2. Park Christian Rental Agreement (Appendix Z-2)
3. Estimate of Education Impact on Local Economy (Appendix Z-3)
4. ECSU Annual Election (Appendix Z-4)

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
CCVC Board	Wednesday April 10	8:00 p.m.	Annex
'Guys and Dolls'	Thursday, April 11 through Monday, April 15	8:00 p.m.	High School
Title IX Advisory	Thursday, April 11	7:00 a.m.	Townsite
CCVC Board	Monday, April 15	8:00 a.m.	Annex
PER	Thursday, April 18	7:00 a.m.	Townsite
Band - Kansas City	Thursday, April 18 through Monday, April 22		
Teacher Negotiations	Thursday, April 18	7:30 p.m.	Townsite

COMMUNITY EDUCATION ADVISORY COUNCIL MINUTES
FEBRUARY 25, 1985, 7:30 PM
MAVTI STAFF LOUNGE

Members and staff present: Nick Heisler, Betty Tosterud, Dave Braton, Ada Fick, Larry Gilbertson, Dean Guida, Chris Olson, Mark Voxland, Marilyn Woods, Mike Hulett, Rose Andersen, Susan Hamm, Mary Davies, Diane Wray-Williams, Kim Bushaw and Rose Krumwiede.

Nick Heisler called the meeting to order. The minutes of November 25 were approved without any changes.

Rose Andersen asked that the agenda be amended to include the newsletter editorial policy, the Swing Choir, and the MSU Summer Cultural Arts program. An article and notes of appreciation concerning the Senior Citizen program were distributed.

Mary Davies distributed a newsletter editorial policy recommended by the newsletter advisory committee and explained the reason for it.

MOTION: to adopt the newsletter editorial policy as proposed.

MOVE: Woods SECOND: Hulett CARRIED

Davies described the upcoming editions (March and May)

Diane Wray-Williams presented a report from the Evaluation Committee. Wray-Williams presented information on the Senior Citizen program. There seems to be opportunity for growth in this area with real need shown for educational programs. Potential growth areas include a need for self-expression activities, a need to address a broader age-range with various programs, and a need for living center staff members to fully understand senior citizens. Ada Fick mentioned the need for a central meeting place for senior citizens. Wray-Williams relayed Pat Frazee's evaluation of the newsletter. There were many positive comments and most people seemed to be aware of its existence and could suggest no changes.

Larry Gilbertson presented the evaluation of junior high intramurals. The program served well both boys and girls, grades seven and eight, a total of 550 students. Boys would like volleyball included. A consistent meeting place was a problem.

Ada Fick presented the Needs Assessment and Goal Setting Committee report. The committee based their recommendations on past survey results and a study of the 1984-85 goals. They recommended dropping several and accepting the list without prioritizing the goals. Their report also includes directions to staff on several programs. The 1985-86 proposed goals are:

1. Promote programs (GED, ESL, ABE and literacy) that help adults develop basic life skills.
2. Sponsor programs to meet the needs of youth.
3. Develop programs to strengthen parenting skills with special emphasis on parents of children 0-5 years.
4. Promote and foster school/community communications.
5. Support senior citizen's activities.
6. Encourage use of available public buildings for recreation purposes.
7. Plan a volunteer program to utilize community resources and talents, particularly those of senior citizens.
8. Recognize needs of special populations in District 152.
9. Help citizens understand and use technology.
10. Make arts programming available to everyone in the community, preschool through senior citizen.

MOTION: to adopt program goals for 1985-86 as proposed.

MOVE: Woods

SECOND: Braton

CARRIED

Marilynn Woods, Membership committee, presented the names of several possible members.

Mary Davies gave a report on the Volunteer Program proposal. A task force has been meeting and has developed program goals, a policy to recommend to the District's Policy Review committee, a job description, and a budget. Program goals include increasing school/community communications, using community resources, assisting teachers with non-teaching tasks, and assisting teachers in providing individual attention to children who may need it. Their top priority activities would be resource people, clerical help, reading to children, and a possible one-time project would be helping sixth graders move to the Washington Annex.

There was a great deal of discussion concerning the proposed policy on the use of school volunteers. Andersen and Davies said a policy is needed before the program can begin. Mike Hulett objected to inclusion of the statement calling for suspension of the volunteer program in the event of a strike. Task Force members said that this had been thoroughly discussed at their meetings and that MEA would not support the program if this statement is not included. Dean Guida said that we should not send a proposed policy to the policy review committee but rather they would make up the policy based on our concerns.

MOTION: to accept the concept of a volunteer program.

MOVE: Marilyn Woods

SECOND

CARRIED

MOTION: to accept the job description for a volunteer coordinator.

MOVE: Dave Braton

SECOND: Mike Hulett

CARRIED

MOTION: to direct the Community Education staff to formulate a list of concerns as expressed by the task force and forward them to the superintendent to be taken into consideration when a District policy of the use of school volunteers is adopted.

MOVE:

SECOND

CARRIED

Rose Andersen presented the proposed budget for the Early Childhood/Family Education program. Rose Krumwiede and Kim Bushaw explained plans for the program.

Nick Heisler relayed a request for additional funds for Swing Choir trips.

MOTION: to approve \$300 for Probstfield and Riverside Swing Choir programs.

MOVE: Hulett

SECOND: Woods

CARRIED

Guida asked what happens to funds the Swing Choir receives as contributions when they perform.

Andersen announced that the next meetings would be April 1 and April 29.

Time did not permit discussion of the MSU Summer Program.

MOTION: to adjourn

MOVE: Gilbertson

SECOND: Woods

CARRIED

The meeting adjourned at 10:19.

PCS **PARK CHRISTIAN SCHOOL**

121 Sixth Avenue South
Moorhead, Minnesota 56560
(218) 236-0500

March 29, 1985

Mr. Robert Lacher
Moorhead Public Schools
810 - 4th Avenue South
Moorhead, MN 56560

Dear Mr. Lacher:

Enclosed please find a check in the amount of \$1,822.29, the amount for rent of space at the Washington Annex building which is due for payment of the month of April.

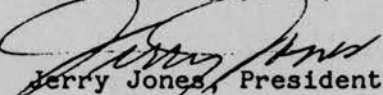
With the changes being made in the usage of the space that you have available at the Washington Annex, we find that it is in the best interest of both parties that we terminate our usage of your space.

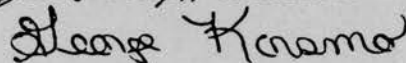
So, in accordance with our lease agreement, and in consultation with legal advice, we are hereby giving notice that we will be vacating the leased space on or before the end of the month of May 1985.

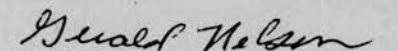
Final payment for the month of May will be made in keeping with this payment and prior payments.

We wish to thank you for the use of the space and for the professional and supportive relationship we have had with the personnel of the school district.

Respectfully yours,


Jerry Jones, President


George Korsmo, Treasurer


Gerald Nelson, Principal

JJ/GK/GN:ks

ESTIMATE OF EDUCATIONAL IMPACT ON LOCAL ECONOMY
1984-85

Appendix 4-3
Page 1 of 2

Total Annual Operating Budgets 1984-85 =

Listed below are parts of that budget that have direct impact on the local economy:

<u>PERSONNEL</u>	<u>No. of full- time positions</u>	<u>Salary & Fringes</u>	<u>Direct Community Expenditures</u>
Faculty - Administration			
Staff (including Dining Services)			

STUDENT FINANCIAL AID PROGRAMS*

Number of participants
Grants
Employment
Loans
Scholarships
Agencies
Less: Student payment for tuition and dorm bond payments

OPERATIONAL EXPENDITURES:

Examples: Advertising, repairs, printing, contract services, postage, linen, telephone, travel, rents, utilities, gasoline, food, equipment R&B, fuel, office supplies, construction supplies, janitorial supplies, etc.

BUILDING CONSTRUCTION:

20-year average annual expenditure: spent in the community

STUDENT EXPENDITURES IN COMMUNITY:*

Examples: Food, beverages, entertainment, housing (for 1/3 of students), travel and car related costs, clothing, school supplies purchased off campus, medical, dental, laundry/dry cleaning, magazines, newspapers, cosmetics, and other miscellaneous purchases.

Housing expenditures:

EXPENDITURES BY PARENTS AND OTHER CAMPUS VISITORS:*

Parents, vendors, job applicants, attendance at cultural entertainment, and athletic events, workshops and conferences, friends.

GRAND TOTAL OF DIRECT EXPENDITURES IN LOCAL ECONOMY


Measure of ultimate impact of initial expenditure using a multiplier of 2.15

* for post-secondary programs only

ESTIMATE OF EDUCATIONAL IMPACT ON LOCAL ECONOMY
1984-85

<u>INSTITUTION</u>	<u>EMPLOYEES</u>	<u>APPROXIMATE STUDENT ENROLLMENT</u>	<u>FINANCIAL AID</u>	<u>DIRECT EXPENSE</u>	<u>ECONOMIC IMPACT</u>
Moorhead Public Schools	463	4,513		\$16,490,078.00	\$35,453,668.00
Moorhead AVTI	104	1,100	\$2,250,000.00	7,499,587.00	16,124,112.00
Concordia College	430	2,500	9,250,000.00	14,000,000.00	30,800,000.00
Moorhead State University	667	7,500	11,078,000.00	42,669,000.00	91,738,000.00
		<u>15,613</u>	<u>\$20,328,007.00</u>	<u>\$80,658,665.00</u>	<u>\$174,115,780.00</u>

ESTIMATE OF EDUCATIONAL IMPACT ON LOCAL ECONOMY (1984-85) = \$174,115,780.00



WEST CENTRAL EDUCATIONAL COOPERATIVE SERVICE UNIT

April 2, 1985

ELECTION

3 year term July 1, 1985 - June 30, 1988

Members whose terms are ending:

Garnet Muehlhausen - Fergus Falls

Jack Lacey - Elbow Lake

Carole Severson - Brandon

April 2, 1985	Nomination notices with petitions sent to school districts.
April 11, 1985	Canvassing Board appointed (Two present board members and one additional person)
May 23, 1985	Nomination papers returned (Nomination shall be by petition signed by majority of board members; shall identify the candidate and district; <u>RESUME</u> of candidate's background and experiences)
May 24, 1985	Ballots and resumes sent to each school board. (These are sent to the board through the superintendent)
June 3, 1985	Election held (Election should occur after third Tuesday in May, but not later than June 15.)
June 21, 1985	Ballots returned
June 25, 1985	Canvassing board will count ballots
June 26, 1985	Results will be announced and sent to all member boards and elected members will be notified.
July 1, 1985	Elected members' terms begin.
July 11, 1985	Board of Directors' organizational meeting.

5/19/85
min
4-9-85

Regular Meeting
Board of Education
Independent School District #152
April 9, 1985

Members Present: Karen Koentopf, Dean Guida, Curt Borgen, Richard Pemble, Doug Fagerlie, Wayne Puppe and Ben Trochlil

The meeting was called to order by chairperson, Richard Pemble.

PREVIEW - Ben Trochlil previewed the agenda, adding Karen Koentopf resignation and reappointment, and Report on NSBA Conference by Doug Fagerlie and Bill Schmidt.

MINUTES - Wayne Puppe moved, seconded by Curt Borgen to approve the minutes of March 12 and the corrected minutes of March 26. Motion carried.

CLAIMS - Doug Fagerlie moved, seconded by Karen Koentopf, to approve the claims in the amount of \$520,206.97. Motion carried.

GENERAL FUND	\$171,158.74
FOOD SERVICE	29,588.91
TRANSPORTATION FUND	79,999.27
COMMUNITY SERVICE	1,893.28
CAPITAL EXPENDITURE	38,157.02
MAVTI-GENERAL FUND	86,903.48
MAVTI COMM SERVICE	11,067.13
VO-TECH CAP. OUTLAY	36,195.72
VO-TECH BUILDING FUND	43,328.17
REPAIR & BETTERMENT	2,032.57
STUDENT GRANTS FUND	11,760.22
TOWNSITE CENTRE	8,122.46
GRAND TOTAL	\$520,206.97

MAVTI CHANGE ORDER - Wayne Puppe moved, seconded by Dean Guida, to approve the MAVTI construction change order in the amount of \$162.61 to provide a pipe chase at the new two-inch water main in classroom 107. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
April 9, 1985
Page Two

SCHOOL CALENDAR - Doug Fagerlie moved, seconded by Karen Koentopf, to approve Option #1 and #2 (depending on legislation on the Labor Day bill) of the 1985-86 calendar and the 1986-87 calendar as presented. Motion carried.

Option #1 - 1985-86

Aug. 26 & 27	Teacher Workshops	
Aug. 28	First Day of School	
Sept. 2	Labor Day	
Oct. 17 & 18	MEA Convention	
Nov. 28 & 29	Thanksgiving Vacation	
Dec. 23 - Jan. 1	Christmas Vacation	
Feb. 14	Teacher Workshop	<u>Storm Make-up Days</u>
Feb. 17	President's Day	1st - Feb. 17
Mar. 26 - Apr. 1	Easter Vacation	2nd - Mar. 26
May 26	Memorial Day	3rd - Apr. 1
May 30	Last Day of School	

Option #2 - 1985-86

Aug. 29 & 30	Teacher Workshops	
Sept. 3	First Day of School	
Oct. 17 & 18	MEA Convention	
Nov. 28 & 29	Thanksgiving Vacation	
Dec. 23 - Jan. 3	Christmas Vacation	
Feb. 14	Teacher Workshop	
Feb. 17	President's Day	<u>Storm Make-up Days</u>
Mar. 26 - Apr. 1	Easter Vacation	1st - Feb. 17
May 26	Memorial Day	2nd - Mar. 26
June 6	Last Day of School	3rd - Apr. 1

1986-87 Calendar

Aug. 28 & 29	Teacher Workshops	
Sept. 1	Labor Day	
Sept. 2	First Day of School	
Oct. 16 & 17	MEA Convention (speculative)	
Nov. 27 & 28	Thanksgiving Vacation	
Dec. 22 - Jan. 2	Christmas Vacation	
Feb. 13	Teacher Workshop	
Feb. 16	President's Day	<u>Storm Make-up Days</u>
April 15 - 21	Easter Vacation	1st - Feb. 16
May 25	Memorial Day	2nd - April 15
June 5	Last Day of School	3rd - April 21

Regular Meeting
Board of Education
Independent School District #152
April 9, 1985
Page Three

SCHOOL PATROL TRIP - Jim Nigg and Charles Leitheiser, Patrol advisors, discussed the plans for their trip to see a Minnesota Twins Baseball game on April 24.

Curt Borgen moved, seconded by Doug Fagerlie, to approve the School Patrol trip to see a Minnesota Twins Baseball game as stated. Motion carried.

SPORTS CENTER NEEDS - Sue Porter and Bill Palm, City Park Board, discussed their request for assistance from the district in payment of new hockey boards that will be installed in the Sports Center.

The administration will make a recommendation at a later meeting.

SCIENCE CURRICULUM - Jim Ellingson, Darrell Richter and Doyle Dotson reviewed the science curriculum study and materials selection with the Board. Jim Westra updated the Board on the Clay County Improves Science Project.

PERSONNEL - Curt Borgen moved, seconded by Doug Fagerlie, to approve the personnel change as follows:

Resignation

Sheila Robley - Occupational Therapist, currently on one-year leave of absence, effective May 31, 1985

Motion carried.

SCHOOL BOARD RESIGNATION - Doug Fagerlie moved, seconded by Wayne Puppe, to accept the resignation of Karen Koentopf as a School Board member effective April 9, 1985. Motion carried.

Doug Fagerlie moved, seconded by Curt Borgen, to appoint Karen Koentopf to serve as a temporary member on the School Board from April 9 through June 30, 1985. Motion carried.

BOARD MEMBER NOT FILING - Richard Pemble, chairperson, announced he would not file for another term as School Board member.

NSBA CONVENTION - Doug Fagerlie and Bill Schmidt reported on the NSBA Convention they attended in Anaheim, California, March 30 - April 2.

MEET THE CANDIDATES FORUM - The League of Women Voters will hold a Meet The Candidates Forum on May 14, 6:30 - 8:00 P.M. in the Board room, Townsite Centre.

COMPARABLE WORTH TRAINING SESSIONS - On April 15th & 16th, Miriam Kragness from Arthur Young & Company will direct training sessions in Job Analysis, in the Board Room, Townsite Centre.

Karen Koentopf, Clerk

5/19/85
min
4-23-85

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, April 23 at 7:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil

Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie	Dean Guida
Karen Koentopf	Richard Pemble
Mike Hulett	Wayne Puppe
Curt Borgen	Ben Trochlil

- I. CALL TO ORDER
- II. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- III. COMMUNICATIONS
- IV. OPPORTUNITY FOR CITIZENS TO SPEAK
- V. "WE ARE PROUD"
- VI. MOORHEAD AREA VOCATIONAL TECHNICAL INSTITUTE AGENDA
 - A. UNFINISHED BUSINESS
 - B. NEW BUSINESS
- VII. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
 - A. UNFINISHED BUSINESS
 - B. NEW BUSINESS
 - 1. Consider School Board Election Procedure Appendix A
 - 2. Consider Election Judges Appendix B
 - 3. Consider Bonds and Coupon Cremation Appendix C
 - 4. Consider Resolution Discontinuing Positions Appendix D
 - 5. Consider Termination of Probationary Teachers Appendix E

- | | |
|--|-------------------|
| 6. Consider Proposed Placement of Tenured Teachers on Unrequested Leave of Absence | Appendix <u>F</u> |
| 7. Consider Personnel | Appendix <u>G</u> |
| 8. Review Vocational Education Committee Report | Appendix <u>H</u> |
| 9. Review Summer School Update | Appendix <u>I</u> |
| 10. Consider CCCPP Summer School | Appendix <u>J</u> |
| 11. Consider 1984-85 Revised Budget | Appendix <u>K</u> |
| 12. Consider Camp Buckskin Contract | Appendix <u>L</u> |
| 13. Consider Bid Awards for Paper and General Supplies | Appendix <u>M</u> |
| 14. Review Management Plan for 1985-86 | Appendix <u>N</u> |

VIII. FOR YOUR INFORMATION

Appendix Z

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

X. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, May 14, 1985

VII. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION

NEW BUSINESS

1. School Board Election (Trochlil) Appendix A
Procedure

Explanation: As required by Minnesota Statutes, the Board must establish precincts, name election judges, establish polling places and hours that polls will be open at least 15 days prior to the election scheduled for May 21, 1985. It is appropriate that the Board adopt the following resolution:

BE IT RESOLVED, That the School Board of District #152 establish the precinct boundaries which were used in the 1984 election, a description of which is hereunto attached, and that the hours that the polls will be open shall be from 7:00 a.m. to 8:00 p.m., and that the School District Clerk be instructed to give the required ten days posted notice of the election, a copy of which is found in Appendix A-1.

The Board may also wish to set a special meeting to canvass votes after the polls close on May 21, 1985.

Recommendation: Move to approve the above resolution.

2. Election Judges (Trochlil) Appendix B

Explanation: The following names are being submitted as judges for the May 15 School Board election:

Mrs. Margaret Mills	Mrs. Jemima Rasmussen
Mrs. Beverly Quam	Mrs. Lillian Hilgers
Mrs. Margaret Paseka	Mrs. Jim Schneider
Mrs. Mary Walker	Mrs. Maxine Schreiner
Mrs. Ruth Swanson	Mrs. Dorothy Feir
Mrs. Bertha Hallen	Mrs. Louise Noblitt
Mrs. Elfie I. Hanson	Mrs. Anna Luttio
Mrs. Beatrice Hendrickson	Mrs. Gerald Paash
Mrs. Pearl Ecklund	Mrs. Don Evert, Sr.
Mrs. Lois Kallander	Mrs. Henry Tabbatt
Mrs. Betty Peterson	

Recommendation: Move to approve the above to serve as judges for the School Board Election on May 21. The hourly wage will be \$3.35.

3. Consider Bonds and Coupon (Trochlil)
Cremation

Appendix C

Explanation: Appendix C-1 is a letter from Norwest Bank, Minneapolis, outlining options for the school district. Cremating will save the district \$30.00 (not returning the bonds and coupons to the district).

We will have several of these choices to make from Norwest and American Bank and Trust.

Appendix C-2 is the statute 475.553 Paying Agent: Destruction of Obligations and Coupons.

Recommendation: Move to approve cremation of the bonds and coupons whenever the option is provided.

4. Consider Resolution (Bergen)
Discontinuing Positions

Appendix D

Explanation: The Board of Education needs to adopt a resolution discontinuing positions in the K-12 and MAVTI programs. The Resolution appears in the addendum under Appendix D-1.

Recommendation: Move to adopt the Resolution in Appendix D-1.

5. Termination of Probationary (Bergen)
Teachers

Appendix E

Explanation: Appendix E-1 is the Resolution Relating to the Termination and Non-Renewal of the Teaching Contracts of Probationary Teachers. The list of names is attached.

Recommendation: Move to terminate the probationary teacher contracts of the persons on the provided list, effective at the end of the 1984-85 school year.

6. Proposed Placement of Tenured (Bergen)
Teachers on Unrequested Leave
of Absence

Appendix F

Explanation: Appendix F-1 is the Resolution Proposing to place Tenured Teachers on Unrequested Leave of Absence. The list of names is attached.

Recommendation: Move to place the individuals named on unrequested leave of absence at the end of the 1984-85 school year.

7. Personnel

(Bergen)

Appendix G

Retirement

Marvel Ostbye - Library Secretary, Edison Elementary, effective May 31, 1985

Miriam Erickson - Food Service, Senior High, effective May 31, 1985

Medical Leave

Vernon Arntson - Medical Leave of Absence for the months of June, July and August, 1985

Recommendation: Move to approve the personnel changes.

8. Review Vocational Education (Jernberg)
Committee Report

Appendix H

Explanation: A committee chaired by Ray Larson has been reviewing the Vocational Education Program over the past two years. A report from that committee will be given to the Board by Ray Larson.

Recommendation: For information only.

9. Review Summer School Update (Jernberg)

Appendix I

Explanation: Bob Jernberg and Howard Murray will update the Board regarding the progress of the planning for our Summer School programs.

Recommendation: For information only.

10. Consider CCCPP Summer School (Swedberg)

Appendix J

Explanation: At the April CCVC Board meeting a request was made to provide summer school to children enrolled in Clay County Coordinated Preschool Program. As in past years the approval was delayed until each individual school board authorized the program.

It is anticipated Moorhead's cost for this summer program will be approximately \$300.- \$500. after summer school foundation aids have been received.

Recommendation: Move to appoint Moorhead's participation in the CCCPP Summer School Program.

11. 1984-85 Revised Budget

(Lacher)

Appendix K

Explanation: A revised 1984-85 general fund budget is presented in Appendix K-1 for approval, reflecting various major changes from the previously approved budget.

Other fund budgets are not being revised as the changes in these funds are not so significant.

Recommendation: Move to approve the 1984-85 revised general fund budget as presented.

12. Camp Buckskin Contract

(Swedberg)

Appendix L

Explanation: Appendix L-1 is a copy of a contract to allow the district to send students to Camp Buckskin. Camp Buckskin, located near Ely, Minnesota, is a 32-day summer camp designed to meet the social, emotional, and academic needs of special need students. The cost per student is \$1,045. Foundation aids, special education and transportation aids in the amount of \$950.43 for elementary students and \$977.72 for secondary students will be received from the state. Commitments from a number of service clubs have been received to pick up the unreimbursed costs.

Recommendation: Move to approve the contract with Camp Buckskin.

13. Bid Awards - Paper and
General Office Supplies

(Lacher)

Appendix M

Explanation: Appendix M-1 and M-2 are a listing of building requests and low bids meeting specifications for paper and general office supplies for the 1985-86 school year.

Recommendation: Move to approve the low bids meeting specifications of \$62,733.37 for paper and \$12,351.91 for general supplies.

14. Management Plan for 1984-85
(Working Draft)

(Trochlil)

Appendix N

Explanation: Appendix N-1 is the working draft that has been prepared by the administrative staff and has been reviewed with interested district staff.

Recommendation: After this board meeting, the superintendent will work through the consensus process to identify the highest priorities for the school year 1985-86. From this data, district goals and objectives will be written and presented to the school board for action.

'WE ARE PROUD'

1. David Thomas Case, a Senior at Moorhead Senior High, was selected as a recipient of the Grand Lodge of Masons of Minnesota Public School Scholarship of \$1,000.00. This scholarship is given to outstanding students to help them achieve their potential for achievement, whether through vocational-technical training, liberal arts or protracted programs of professional preparation.
2. Five Moorhead secondary students received their Eagle Award on April 14.

Mike Husel	David and Susan Husel	Judy Statler-LD Teacher Washington
Aaron Kringler	Harold and Carol Kringler	Tom Trautman-Math Junior High
Douglas Korzendorfer	Bob and Carol Korzendorfer	Milt Olson-Social Studies Senior High
Scott Pearson	David and Elaine Pearson	Gert Solum-Grade 5 Washington
Matthew Volesky	Edward and Shirley Volesky	Howard Anderson-Math Junior High

3. Two third grade students at Probstfield School won 3rd and 4th place in the 1984 Minnesota Elementary Music Education's composition contest.

The awards were presented during the MMEA clinic at the St. Paul Radisson in February. Joshua Weber won 3rd place for his song "I Love America," and Brad Green won 4th for "I'm a Scientist." There were 118 entries in all divisions, and 28 entries in the division Joshua and Brad entered.

4. Moorhead High Concert Strings "Starred" at the 8AA Contest Festival Festival at Detroit Lakes, April 16.

The 9th Grade Strings could not compete under the Minnesota State High League, but received a good rating in performance.

FOR YOUR INFORMATION

Appendix Z

1. Minutes of Clay County Vocational Center - March 6, 1985 - Appendix Z-1

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
School Effective Project Probstfield	Thursday, April 25 and Friday, April 26		Brainerd
Retirement Party (Sundahl-Grohnke- Larson-Monson- Gotta-Pulicicchio- R. Johnson)	Wednesday, May 1	3:30 p.m.	Senior Lib.
Joint Powers	Thursday, May 2	7:00 a.m.	City Hall
Retirement Party (Possehl-Fandrich- Bruggeman)	Wednesday, May 8	3:30 p.m.	Junior High
Title IX	Thursday, May 9	7:00 a.m.	Townsite
Retirement Party (Shine)	Thursday, May 9	3:30 p.m.	Washington
Retirement Party (H. Fisher)	Tuesday, May 14	3:30 p.m.	Washington
CCVC Board	Wednesday, May 15	10:30 a.m.	Annex
PER	Thursday, May 16	7:00 a.m.	Townsite
PER Appreciation Dinner	Thursday, May 16	6:15 p.m.	AVTI-Faculty Lounge
MEA Recognition Dinner	Thursday, May 16	6:00 a.m.	
Baccalaureate	Sunday, May 18	7:00 p.m.	High School Gym
Graduation	Sunday, June 2	2:00 p.m.	Concordia

NOTICE OF ANNUAL SCHOOL ELECTION

Appendix A-1

NOTICE IS HEREBY GIVEN, that the annual election of Independent School District #152, of Moorhead, Clay County, Minnesota, will be held on Tuesday, the 21st day of May, 1985, at which time the polls will be open from 7:00 a.m. to 8:00 p.m. in the following polling places, to-wit:

DESCRIPTION OF VOTING PRECINCTS:

1. All area in the District north of the common line between Oakport & Kragnes Townships
2. All area in the District south of the common line between Oakport and Kragnes Townships and North of the center of 4th Avenue North
3. All area in the District south of the center of 4th Avenue No. and north of the center of 7th Avenue south and the entire Morningside and Ridgewood areas
4. All area in the District south of the center of 7th Ave. So., west of the center of 8th St. So., and north of the center of 20th Avenue South
5. All area in the District south of the center of 7th Ave. So, east of the center of 8th St. So., and north of the center of 20th Ave. So.
6. All area in the District south of the center of 20th Ave. So. and north of the line extending east from the Red River between Moorhead and Kurtz Townships and between Glyndon and Elmwood twsps.
7. All area in the District south of the line extending east from the Red River between Moorhead and Kurtz townships and between Glyndon and Elmwood twsps.

DESCRIPTION OF POLLING PLACES:

1. Georgetown Community Center
Georgetown, MN 56546
2. Washington School
901 N. 14th
Moorhead, MN 56560
3. Townsite Centre
8th St. & 4th Ave. S.
Moorhead, MN 56560
4. Riverside School
4th St. & 14th Ave. So.
Moorhead, MN 56560
5. Thomas Edison School
14th St. & 12th Ave. So.
Moorhead, MN 56560
6. South Junior High School
20th Ave. & 11th St. So.
Moorhead, MN 56560
7. Sabin Community Center
Sabin, MN 56580

That at said election the following matters will be voted upon:

The election of two (2) members of the School Board for the term of three (3) years to succeed Richard Pemble and Doug Fagerlie for which offices _____ applications have been filed by or in behalf of candidates: The election of one (1) member of the School Board for the term of one (1) year to succeed Karen Koentopf for which office _____ application has been filed by or in behalf of candidate.

Date: _____

Karen Koentopf, Clerk
Independent School District #152



Norwest Bank Minneapolis, N.A.
Eighth Street and Marquette Avenue
Minneapolis, Minnesota 55479
612/372-8123

Dear Customer:

Due to a number of concerns regarding the letter that was sent to you November 19, 1984, pertaining to cremation of coupons and bonds, I would like to explain your options and give you the opportunity to respond to the service you want.

OPTIONS AVAILABLE

Cremation

We will retain for two years the physical coupons and bonds and continue to provide you with a detailed statement of paid items. We will provide secured storage, ensure cremation and issue destruction certificates for each maturity cycle. We will retain destruction certificates six years after the life of the issue and indemnify you against any loss sustained by reason of duplicate payment, wrongful and improper payment to unauthorized persons. This will free you from maintaining storage space and arranging for your own destruction. (THE FEE FOR THIS SERVICE FOR ALL EXISTING ISSUES IS FREE.) You will continue as in the past to receive a processing fee for your coupons and bonds.

Return

We will return to you the physical coupons and bonds with a detailed statement of paid items. The fee for this service is \$30.00 per return statement per issue, in addition to your processing fee for coupons and bonds.

State laws governing retention of coupons and bonds vary in each state. If you have a concern on this, you should contact your legal advisor. I have enclosed a copy of the Minnesota State Statute 475.553 for your convenience.

Enclosed you will find your statement for 10-11-84-3-15-85. If you choose to have your coupons and bonds returned to you, please indicate below and return your statement to us along with this letter in the enclosed envelope, and we will send you your coupons and bonds.

If you choose cremation, retain your statement and return this letter. We will then send you a cremation agreement.

Please indicate which service you desire.

Cremation _____

Return _____

*END Sch. DIST 152
MOORHEAD MN
Sch. Bldg 8-1-60*

Signature _____

Date _____

Sincerely,

Sandra Sax

Sandra Sax
Operations Officer
(612) 372-8383

Enclosures

2549v

475.553 PAYING AGENT; DESTRUCTION OF OBLIGATIONS AND COUPONS.

Subdivision 1. The governing body may appoint as paying agent for an issue of obligations one or more national banks, or banks incorporated under the laws of any state, provided that no bank shall be appointed as paying agent for obligations of any issuer except one within whose corporate limits the principal office of the bank is situated, unless it is authorized to execute corporate trust powers pursuant to the laws under which it is organized; and the governing body may direct the treasurer to remit funds for payment of both principal and interest to such paying agent although such paying agent has not complied with statutes relating to public depositories. It may also direct the county treasurer to remit any proceeds from assessments or taxes levied for payment of obligations directly to such paying agent. In such case, the county treasurer shall furnish a duplicate statement of each remittance to the treasurer of the municipality who shall enter the amount on his books.

Subd. 2. The governing body may by resolution direct that all bonds, obligations, coupons appertaining thereto, or any specified obligations or coupons, when paid, shall be cancelled by the paying agent and destroyed as herein provided. Before such authority is granted, the municipality shall enter into an agreement with a bank or banking association incorporated under the laws of the United States or of any state and authorized by such laws to exercise corporate trust powers, specifying (a) the obligations and coupons to be destroyed, (b) the method of destruction, (c) the information to be recorded in a certificate of destruction to be delivered to the municipality and the paying agent, (d) the indemnification of the municipality in the event of duplicate payment, wrongful and improper payment to unauthorized persons and nonpayment to authorized persons occurring as a result of any destruction of bonds, obligations, or coupons,

and (e) such other terms and conditions as may be determined by the governing body of such municipality. Obligations and coupons may be destroyed by cremation, shredding, or any other effective means.

Subd. 3. Certificates provided under subdivision 2 shall be retained in the official records of the municipality and the paying agent. Such certificates may subsequently be destroyed at the times and upon the conditions otherwise permitted by law, but no earlier than the time of final payment and redemption of all obligations of the respective issues to which they pertain.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION DISCONTINUING AND REDUCING
EDUCATIONAL PROGRAMS AND POSITIONS

WHEREAS, the School Board of Independent School District #152 at a Board meeting held _____ directed the administration to make recommendations for staff reduction in programs and positions due to decreasing enrollment and/or financial condition of the School district, and

WHEREAS, the administration has prepared a recommendation,

BE IT RESOLVED, by the School Board of Independent School District #152 as follows:

That the following positions be terminated at the end of the contract year 1984-85, May 31, 1985

(5)	2.68	Title I	
	1.00	Related Communications	MAVTI
	2.00	SecClerical/Shorthand	MAVTI
	1.00	Special Needs Tutor	MAVTI
	1.00	Marketing	MAVTI
	.4	Related Welding	MAVTI
	9 weeks	We/CEP Co-Ordinator	Sr. High

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:

Thereupon said resolution was declared duly passed and adopted.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACT OF _____, A PROBATIONARY TEACHER

WHEREAS, _____, is a probationary teacher in Independent School District No. 152.

BE IT RESOLVED by the School Board of Independent School District No. 152 that pursuant to Minnesota Statutes 125.12, subd. 3, that the teaching contract of _____, a probationary teacher in Independent School District No. 152, is hereby terminated at the close of your current 1984-85 school year and is not renewed for the 1985-86 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION

You are hereby notified that at a _____ meeting of the School Board of Independent School District No. 152 held on _____, _____, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of your current school year and not to renew said contract for the _____ school year. Said action of the Board is taken pursuant to M.S. 125.12, subd. 3.

You may officially request that the School Board give its reason for the non-renewal of your teaching contract. However, such request must be received within ten days after the receipt of this notice.

For your information, however, this action is taken because of the discontinuance of your position as follows: Declining enrollments and/or specific program needs or uncertainty of special funding for certain programs.

Yours very truly,

SCHOOL BOARD OF INDEPENDENT
SCHOOL DISTRICT NO. 152

Clerk of the School Board

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 passed and adopted.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROPOSING TO PLACE _____ ON UNREQUESTED
LEAVE OF ABSENCE

BE IT RESOLVED by the School Board of Independent School District No. 152, as follows:

1. That it is proposed that _____, a teacher of District No. 152 be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 1984-85 school year, pursuant to M.S. 125.12, subd. 6a and the negotiated leave policy #4119 (Article XXX) of District No. 152.

2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and be in substantially the following form:

NOTICE OF PROPOSED PLACEMENT ON UNREQUESTED LEAVE OF ABSENCE

You are hereby notified that at the _____ meeting of the School Board of Independent School District No. 152 held on _____ consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 152, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 1984-85 school year, pursuant to Minnesota Statutes 125.12, subd. 6a and the negotiated unrequested leave policy #4119 (Article XXX) of District No. 152, upon the grounds described in said statute and which are specifically as follows:

Discontinuance of position, declining enrollments, lack of certification, and/or specific program needs or uncertainty of special funding for certain programs

Under the provisions of the law, you are entitled to a hearing before the School Board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the School Board's proposed action.

Yours very truly,

SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 152

Clerk of the School Board

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 125.12, subd. 6a, and the unrequested leave policy #4119 (Article XXX) of District No. 152 duly negotiated and hereby adopted as fully as though separately set forth and resolved herein.

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.

MEMO TO: BOARD OF EDUCATION
DR. TROCHLIL

FROM: ROBERT LACHER
RUTH LEGG

DATE: APRIL 18, 1985

SUBJECT: 1984-85 REVISED GENERAL FUND BUDGET

The revised 1984-85 general fund budget attached reflects the following changes from the previously approved budget.

1. Additions to special education staff.
2. Pro-rating of special ed aids.
3. Summer school program for 85. (Approximately one-half of expenses and income are budgeted in this fiscal year; the remainder will go into the 85-86 budget).
4. Salary settlements for aides, custodians & secretaries.
5. Changes in fringe benefits (including an increase in the early retirement budget of \$140,000).
6. Comparative worth study.

The net decrease in the budgeted fund balance is 264,110 which breaks down approximately as follows:

Reduction-Special Ed. Aid	(34,000)
Increase-Summer School Levy	120,000
Summer School Exp-Regular	(73,000)
Increase in Spec. Ed Summer School Budget	(30,000)
Increase in Spec. Ed	(26,000)
Comparable Worth Study	(20,000)
Retirement Pay	(140,000)
Other Fringe Benifits	(48,000)
Secretaries	(14,000)
	<u>(265,000)</u>

If you have any questions please give either of us a call.

FUND BALANCE SUMMARY

GENERAL FUND

84-85

Unapprop & severance

Beginning balance

2990284

Budgeted revenues

12878390

Budgeted expenditures

13357555

Rev over Exp (Exp over Rev)

(\$479,165)

Ending fund balance (budgeted) 6-30 -85

2511119

Approp for unemployment

Beginning balance

44715

Budgeted revenues

44675

Budgeted expenditures

30000

Rev over Exp (Exp over Rev)

\$14,675

Ending fund balance (budgeted) 6-30

59390

Special Education Section
Department of Education
State of Minnesota

CONTRACT FOR SCHOOL DISTRICT USE
IN CONTRACTING WITH OTHER AGENCIES

This contract, entered into this 2nd day of April, 1985, and between Independent School District No. 152, Moorhead, Minnesota (hereinafter referred to as the SCHOOL DISTRICT) and Camp Buckskin, Box 389, Ely, Minnesota 55731 (hereinafter referred to as the AGENCY) witnesses that:

WHEREAS, the SCHOOL DISTRICT has determined that it is necessary to retain the services of a qualified agency to attain the following goals:
See goals on registration form

WHEREAS, the AGENCY is duly qualified to perform these services,

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services: Special Learning and Behavior Problems Services to improve Reading Skills, Improve Self Concept, Improve Social Skills, and other goals listed on the Registration form.
2. The AGENCY shall provide the described services to students on the attached list.
3. The AGENCY shall perform these services at Camp Buckskin.
4. The approximate date the services will begin is June 10 1985 and shall not extend beyond July 11 1985, the contract not to exceed a total of 32 agreed days of service and a total cost of \$1045. per student (on attached list).
5. The SCHOOL DISTRICT shall make payments for the services rendered to the AGENCY as follows: Within (30) days of billing
6. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows: Request detailed report of progress made on each child after camping period.

SIGNED:

Independent School District #152
810 4th Avenue South
Moorhead, Minnesota 56560

By _____, Clerk

Date _____, 1985

Camp Buckskin
Name of Agency

Box 389, Ely, Minnesota 55731
Address

Authorized Agent

MEMO TO: BOARD OF EDUCATION
DR. TROCHLIL

FROM: ROBERT LACHER *Robert Lacher*

DATE: APRIL 18, 1985

SUBJECT: PAPER BID AWARD

Attached are the print outs showing the items and low bidders meeting our specifications for the Paper Supplies for our School District and other School Districts purchasing with us.

Jim Walter Paper Minneapolis, MN	\$33,196.43
Fargo Paper Co. Fargo, ND	\$24,679.69
Mathisons Fargo, ND	\$ 1,650.25
St Paul Book St Paul, MN	\$ 788.97
Midwest Business Products Fargo, ND	\$ 721.47
Western Paper Fargo, ND	\$ 691.95
Bertleson Bros. Minneapolis, MN	\$ 466.54
Northern School Supply Fargo, ND	\$ 268.85
Dick Blick Co. Galesburg, IL	\$ 257.72
Triarco Arts Plymouth, MN	\$ 11.50
	<hr/>
	\$62,733.37

85PAPER

24679.69 ✓

ITEM	UNIT	AWARD	PRICE	SR HIGH LIBRARY	IMC OFFICE	ED	TRANS.	ST JOE	ST FR ANNEX	WASH PROBS JR HI	RIVPRK	CST	TOWNSI	DILW	Total MAVTRequested	Inven	Order	TOTAL COST
Paper Supplies																		
13B Matchless Enve 12x15	Box	BERT	22.86		15										15		15	342.90
1B Tape 2 1/4"	Roll	BERT	0.20							3	10	12		300	200	528	300	121.44
56 Student Port	Each	BERT	0.20										5		11		11	2.20
																		466.54
8B Styro Cups 8oz SB DT B2L	Case	NSS	14.15		2			8						9	19		19	268.85
58D Wht/coat 1 side RR BD	Sheet	DB	0.15		200	500				200		25	50		975	400	575	146.27
60A BJ 5850 20 Shts 20x30	Pkg	DB	1.02			20									21		21	21.44
60B BJ 5851 100 Sht 20x30	Pkg	DB	3.70			10				7					21		21	76.59
60C BJ 5852 50 Shts 12x18	Pkg	DB	1.03					10				2			13		13	13.42
																		257.72
3B Gummed Paper		TRIARCO	1.15										10		10		10	11.50

ITEM	UNIT	AWARD	PRICE	SR HIGH LIBRARY	IMC OFFICE	ED	TRANS.	ST JOE	ST FR ANNEX	WASH PROBS	JR HI	RIVPRK	CST	TOWNS	DILM	MAVT	Total Requested	Inven	Order	TOTAL COST
Paper Supplies																				
13F Clasp 10x15 QLT 392-90	Box	INV	7.00		6			1	4	1	1		1	5		25	44	135	-91	308.00
15B White 81/2x14	Ctn	INV	21.63						1				1	2			4	32	-28	86.52
15C Yellow 81/2x11	Ctn	INV	24.59			3	2		3	1					3		12	54	-42	295.08
15E Blue 81/2x11	Ctn	INV	24.59					1		1					3		5	58	-53	122.95
15G Goldenrod 81/2x11	Ctn	INV	24.59						3	1					3		7	24	-17	172.13
15K Pink 81/2x11	Ctn	INV	24.59				2			1					3		6	40	-34	147.54
15M Salmon 81/2x11	Ctn	INV	24.59						3						3		6	69	-63	147.54
1A Tape 3" Wide	Roll	INV	0.33		6							10					16	1000	-984	5.28
29B Squares 1/2"	ra.	INV	2.80							5	10						15	16	-1	42.00
30C 24x36 150# wt	Sheet	INV	0.15			200	40		3	250	200			200	36		929	3500	-4571	139.35
30D 24x36 150# manilla	Sheet	INV	0.15							200							200	8000	-7800	30.00
34B Blue	Roll	INV	28.95												1		1	3	-2	28.95
34F Red	Roll	INV	28.95							2			1	1			4	7	-3	115.80
44A lined 1" hvy 1/2" gr1	ra.	INV	1.32		10		5						70	10			95	160	-65	125.40
44C lined 1/2" hvy 1/4" gr3	ra.	INV	1.32		30								20				50	180	-130	66.00
55C Salmon	Ctn	INV	24.59													3	28	11	17	678.44
58A Pearl RR BD 22x28 4PLY	Sheet	INV	0.228		100									50			150	1200	-1050	34.25
58B Card. RR BD 22x28 4PLY	Sheet	INV	0.228		200					150	300		25	5	50		730	800	-70	166.49
6B White	Ctn	INV	22.50												2		2	10	-8	45.00
6C Black	Ctn	INV	19.75							2					2		4	7	-3	79.00
6F Green	Ctn	INV	20.75							2	2		2		2		8	16	-8	166.00
6G Holiday Red	Ctn	INV	26.50				1			2	4		2		2		11	26	-15	291.50
6H Light Brown	Ctn	INV	19.25								1						2	14	-12	38.50
6I Orange	Ctn	INV	21.25							2	1		2		2		8	10	-2	170.00
6J Brown	Ctn	INV	21.25							2	1		2		2		7	11	-4	148.75
6L Blue	Ctn	INV	20.75				1			4			2				7	17	-10	145.25
6M Yellow	Ctn	INV	19.75				1			4	2		5		2		12	18	-6	237.00
76A NPrint 81/2x11 wht	ra.	INV	1.60							10							10	50	-40	16.00
7B White	Ctn	INV	22.50		2		1		1	2			1		2		9	11	-2	202.50
7F Violet	Ctn	INV	19.25								3		2				5	6	-1	96.25
7J Brown	Ctn	INV	20.88		1				1	2			2		2		8	9	-1	167.04
7D Light Brown	Ctn	INV	19.25								1						1	7	-6	19.25
9D Wht 12x18	ra.	INV	6.28		50							25		20			95		95	596.60
14 Fing Paint Paper 16x22	Pkg	INV	2.34							5			4		1		10	31	-21	23.40
92 Dippity Dye Paper 18 I 24	Sheet	INV	0.10							200							200	4600	-4400	20.00

5173.76

MEMO TO: BOARD OF EDUCATION
DR. TROCHLIL

FROM: ROBERT LACHER *R. Lacher*

DATE: APRIL 18, 1985

SUBJECT: GENERAL SUPPLIES BID AWARD

Attached are the print outs showing the items and low bidders meeting our specifications for the General Supplies for our School District and other School Districts purchasing with us.

Midwest Business Fargo, ND	\$5,336.44
Fargo Paper Fargo, ND	\$1,629.27
Supreme School Supplies Arcadia, WI	\$1,441.60
Standard Stationary Supplies Niles, IL	\$1,293.33
Northern School Supplies Fargo, ND	\$ 760.56
Mathisons Fargo, ND	\$ 626.95
Bertelson Bros. Minneapolis, MN	\$ 598.10
St Paul Book St Paul, MN	\$ 336.36
Dick Blick Galesburg, IL	\$ 330.30
	<hr/>
	\$12,352.91

1441.60 -

1293.33 -760-56-626.95 —

330.30

MEMO # S-85-176

TO: District Staff
School Board

FROM: B. Trochlil *BT*

RE: Management Plan (working draft) for 1985-86 and Beyond

DATE: April 22, 1985

The responsibility for planning and maintaining excellence rests ultimately with the School Board based on the district philosophy. Administration, parents, staff and community, however, have participated in the short/long range planning process over the past few years.

In the spring of 1983, the district embarked on the first effort to develop a Management Plan. From this plan, goals and objectives were developed for the succeeding year.

This is our third attempt to do a more effective job in presenting needs/wants for possible district-wide goals and objectives to the staff and school board before final decisions are made.

The background information for this report was secured by many methods:

1. committee reports as to:
 - 1.0 Gifted and Talented
 - 2.0 Title IX
 - 3.0 Site Development Committee
 - 4.0 Technology Plan
 - 5.0 North Central Senior High Evaluation Report
 - 6.0 PER (Planning, Evaluation and Reporting)
 - 7.0 Social Services Report
 - 8.0 Partners in Education
 - 9.0 Comprehensive Arts Program
 - 10.0 Retention and Promotion Committee
 - 11.0 Block Grant
 - 12.0 Curriculum Committees
 - 13.0 Testing Committee
 - 14.0 Building Utilization/Site Development
 - 15.0 Inservice Committee
 - 16.0 Etc.
2. legislation
3. contractual obligations
4. goal setting sessions (building level...administrators...superintendents...department...grade level)
5. publications
6. in/out district communications
7. submitted proposals from staff

MEMO #S-85-176
Page Two
April 15, 1985

As you go through the report you will note there are more needs/wants than resources available.

Three (3) meetings have been set for interested staff who would like to become aware of the working draft of the Management Plan for 1985-86.

Date: Monday, April 22

Time: 3:45 P.M. - 5:00 P.M.

Place: AVTI Auditorium

Date: Tuesday, April 23

Time: 7:00 A.M. - 8:15 A.M.

Place: AVTI Auditorium

Date: Tuesday, April 23

Time: 3:45 P.M. - 5:00 P.M.

Place: AVTI Auditorium

The purpose of the district-wide meetings:

1. create the awareness of district wide needs/wants
2. check-out the completeness of the background information that has been submitted
3. interact with people as to district priorities

The next step in this Management Plan process is to establish the priorities based on resources (time/talent/finances) and place them in a goal statement/objective/strategy format.

...Item for the April 23rd Board Meeting.

BT/rg

GUIDELINES FOR PREPARATION OF 1985-86 BUDGET
March 12, 1985

1. The laws of the federal government and the State of Minnesota are to be upheld; likewise, regulations from these bodies are to be implemented.
2. The contractual obligations with employees are to be met.
2.1 Contracts available in office
3. The policies and procedures of the Moorhead School Board are to be implemented.
4. School District #152's Philosophy of Education (Code: AD) is an integral part of this plan.
5. The sense of priority built into the P.E.R. Goals --- develop skills in reading, writing, speaking and listening; gain a general education; develop good character and self-respect; develop pride in work and a feeling of self-worth; develop a desire for learning now and in the future --- should be weighed heavily in decision making.
6. The district will make a commitment of resources for supplies, staff development and equipment in the area in which major curriculum reviews are scheduled including the years of development and implementation.

7. Assumptions:

Financial
General

1. 1985-86 Foundation Aid \$1,585 (7.46% over 1984-85 ...\$1475)
2. 1986-87 Foundation Aid \$1,655 (+4.42%)
2.1 State worksheets on aids (available in office)
3. Energy - +5% Increase
4. Expenditures - +5%
5. Salaries - -0-
5.1 Each percentage point will be calculated
6. All other aids will depend on statute
* * * * *

Food

1. Price - No Increase
1.1 Dependent on Federal aids - potential loss of \$90,000-\$135,000
2. Number of lunches - No Change
* * * * *

Transportation

1. District transportation furnished will continue as in 1984-85
2. Furnish transportation to private schools upon request/within statute
* * * * *

Community
Service

1. No change
* * * * *

Capital
Outlay

1. Budget capital expenditures to continue to be \$100,000 less than revenues each year for four (4) years to make up cash deficit
2. Set budget at \$401,815.00
* * * * *

Debt

Redemption

1. Levy maximum and pay all bonds due

Staffing

1. Staffing will be based on 26.5 to 1 Elementary, then reduced by targeting specific areas (24.83 for 1984-85)
 - 1.1 Target third grade
2. Staffing will be based on 27 to 1 Secondary, then reduced by targeting specific areas (26.75-Junior High for 1984-85; 25.82-Senior High for 1984-85)
3. Staffing will be based on a staff to student ratio of 16.5 to 1 including all district staff (i.e. Title I, district wide administration, AD, AV, licensed special services staff, classroom teachers - positions that require certification, then reduced by targeting specific areas (15.23 for 1984-85)
4. Enrollments will be based on the February, 1985 cohort projections
5. A shared time equivalence of 18 students will be added at the Junior High School
6. An equivalence of 42 students will be deducted for Senior High due to students attending the CCVC
7. An equivalence of 58 Elementary students, 5 Junior High students and 17 Senior High students will be deducted due to Special Education students in determining average class size
8. Any supervision will allow for additional staff
9. Enrollment will be analyzed on August 20, 1985 for staffing considerations
10. Title I staffing will be based on Title I revenues
11. No allocation has been reduced for early graduation
12. Staffing will be adjusted from the ratios of one, two or three above based on targeting improvements utilizing Board goals and objectives

		5/1/84		2/4/85	
		Actual	Projected	Actual	Projected
<u>Enrollment Projections</u>		1983-84	1984-85	1984-85	1985-86
1.	Kindergarten-----	(399)	377	402	446
2.	Grades 1-6-----	(1,908)	1,943	1,927	1,998
	2.21 2,056 - 66 Sp. Ed. = 1,990				
3.	Grades 7-8-----	(704)	727	730	666
	2.22 653 - 5 Sp. Ed. + 18 share				
	time = 666				
4.	Grades 9-12-----	(1,414)	1,371	1,342	1,344
	2.41 1,403 - 42 CCVC - 17				
	Sp. Ed. = 1,344				
5.	Pre-School-----	(21)	30	29	30
6.	Special Ed. 1-6-----	(28)	28	66	58
7.	Special Ed. 7-12-----	(22)	22	22	22
8.	CCVC-----	(46)	49	42	42
		(4,538)	4,507	4,560	4,606

Pupil Units

1.	Kindergarten-----	188.5	201	223
2.	Grades 1-6-----	1,943.0	1,927.0	1,998.0
3.	Grades 1-6 Sp. Ed.-----	28.0	66.0	58.0
4.	Grades 7-12-----	3,005.0	2,959.6	2,872.8
	(includes CCVC equivalence & shared time)			
5.	Grades 7-12 Sp. Ed.-----	32.2	32.2	32.2
6.	Pre-School-----	15	14.5	15
		5,212.5	5,200.3	5,199.0

Staff

1.	Total staff	284.291	299.92
2.	Total staff ratio	15.96	15.23
3.	Total staff ratio without Title I	16.26	15.53

6. All facets of the school district budget will be reviewed for revenues and expenditures.
 - 6.1 The district will maintain a fund balance of 15% of general funds
 - 6.2 Middle School-North Campus move will demand additional expenditures.
 - 6.3 Cost of comparable worth is unknown.
 - 6.4 Chapter reduction
 - 6.5 Special ed. pro-rated adjustment
 - 6.6 Interest rates
 - 6.7 Payment of aids
 - 6.8 Federal revenues
 - 6.9 Tax delinquency
 - 6.10 Property value reduction
7. Categories for the purpose of identifying major areas of the budget are:
 - 7.1 Category I: Class Size/Staffing K-12
 - 7.2 Category II: Licensed Specialists
 - 7.21 Category IIA: Non-Licensed Specialist
 - 7.3 Category III: Instruction/Curriculum
 - 7.4 Category IV: After School Activities
 - 7.5 Category V: Administrative Support Unit
 - 7.6 Category VI: Other Support Units
 - 7.7 Category VII: Facility Usage/Site Development
 - 7.8 Category VIII: Operation of Buildings
 - 7.9 Category IX: Food Service
 - 7.10 Category X: Transportation
 - 7.11 Category XI: Community Services
 - 7.12 Category XII: Other
8. The areas identified in Committees:
 - 8.1 Gifted and Talented - May, 1981
 - 8.2 Title IX - October, 1983
 - 8.3 Site Development Committee - February, 1983
 - 8.4 Technology Plan - December, 1983
 - 8.5 North Central Senior High Evaluation Report - Oct., 1983
 - 8.6 PER (Planning, Evaluation and Reporting) - Continuous
 - 8.7 Social Services Report - April, 1984
 - 8.8 Partners in Education - April 3, 1984
 - 8.9 Comprehensive Arts Program - May 8, 1984
 - 8.10 Retention and Promotion Committee - May 1984
 - 8.11 Block Grant
 - 8.12 Curriculum Committee
 - 8.13 Testing Committee
 - 8.14 Building Utilization/Site Development (Board Committee-As-a-Whole)
- 1984-85
 - 8.15 Inservice Committee
9. Goal Setting Sessions - District/Building/Departments - Spring, 1985
10. The School Board is the final authority for approving budget based on the District's Management Plan.
11. Any additions to budget will be presented to the Board as a budget revision (amendment) showing additions to revenues and expenditures, adjusted totals and effect on balances.

MOORHEAD PUBLIC SCHOOLS
PLANNING ASSUMPTIONS - 1985-1990

Curriculum/Instruction Program

It is assumed for planning purposes that:

1. Programs from preschool through adult will be offered.
2. Educational programs will change in order to meet student needs.
3. Proven alternative program choices will be offered (i.e. S.T.E.P., Y.E.S., elective classes, etc.)
4. Secondary schools will have a comprehensive educational program.
5. The curriculum of the district will reflect a culturally pluralistic society.
6. A wide range of co-curricular activities (e.g., athletic, intramurals, debate, drama, newspaper) will be maintained.
7. The application of consistent educational and discipline standards will be enforced.
8. Adoption of educational and discipline standards will be enforced.
9. The implementation and effectiveness of programs will be systematically evaluated.
10. Student assessment procedures will be upgraded.
11. There will be a centralized curriculum.
12. Technology will be available to support instruction.
13. Technology will improve some present district-wide support services.
14. Alternative arrangements of the school day will be explored.
15. Alternative school calendars will be explored.
16. State curriculum requirements will change.
17. Program sharing with neighboring school districts will be explored.

Personnel

It is assumed for planning purposes that:

18. Jobs will be redefined as a result of technology.
19. The number of secondary staff will decrease slightly and an increase of new elementary staff will occur.
20. Staff attrition ratios will continue based upon present trends of retirement incentives, pension provisions.
21. A more intensive recruitment program for hiring teachers will be established.
22. Specific staff formulas will be developed for all classifications of personnel other than licensed.
23. Every attempt will be made to reduce the average district-wide allocation of teaching positions from a ratio of 26.5:1 to 25.1.
24. A staffing goal will be based on a staff/student ratio of 16.5 to 1.
25. The current transfer policy and seniority rules will continue.
26. A staff performance appraisal system will be instituted.
27. Staff development to accommodate programs and diverse student needs will be necessary.

Population

It is assumed for planning purposes that:

28. School enrollment for grades K-6 will increase while secondary enrollments will decrease through 1990.
29. A number of students will continue to move from one school to another during the school year.
30. The student population will continue to be culturally, economically, and academically diverse.
31. A higher percentage of nonparents than parents of school-age children will continue in the city population.
32. The minority population in the school district as a whole will increase.
33. The number of single/one parent families will increase.

Facilities

It is assumed for planning purposes that:

34. The number of schools will be determined by enrollment, educational program and grade organization.
35. Facilities will be maintained/upgraded.

Finance

It is assumed for planning purposes that:

36. Fewer resources will be available in "real dollars."
37. Costs to maintain the current program will increase more rapidly than resources.
38. A cost analysis of plan components and recommendations will be included.
39. Pupil transportation costs will not require subsidies from the general fund.
40. The new tier levels will place more impact on local decision makers.
41. Expenditure projections will be based on best available economic projections.
42. The need for additional revenues to finance planned programs including the use of a referendum will be examined as needed.
43. Federal and state support will be uncertain.
44. Continuing competition for public dollars among public agencies will continue.
45. A moderate (3-6%) inflation will occur between 1985-1990.
46. Increased support from foundations and businesses will be sought.
47. Food service costs will not require subsidies from the general fund.

Organization

It is assumed for planning purposes that:

48. Management structure will be analyzed and changed as needed.
49. Comprehensive long-range planning will be an ongoing function of the district with the provision for periodic review and updating.
50. A comprehensive K-12 plan, including special education, vocational education, and community education through September, 1990, will be developed and will include: program, staffing, facilities, finance and organization.
51. School district planning will include communications with city, county and metropolitan area planning efforts whenever possible.
52. Improved intergovernmental relations for sharing of financial and legislative information will be sought.

Communications/Public Relations

It is assumed for planning purposes that:

- 53. Communications within the district will improve.
- 54. Parent involvement will increase
- 55. Moorhead business/community support will continue.
- 56. Public demand for accountability will continue.
- 57. Interest in retaining young families in the school district will continue.
- 58. Efforts at marketing the schools to district residents without school-age children will continue.

Technology

It is assumed for planning purposes that:

- 59. Use of technology will increase.
- 60. The need to manage information will increase.

Category I - Class Size/Staffing K-12

1. Elementary classroom staffing (refer to March 12, 1985, Adopted Guidelines for Preparation of 1985-86 Budget).
2. Secondary classroom staffing (refer to March 12, 1985, Adopted Guidelines for Preparation of 1985-86 Budget).
3. Staffing (refer to March 12, 1985, Adopted Guidelines for Preparation of 1985-86 Budget).
4. If lower ratios are to occur (by priority):
 - 4.1 Kindergarten through grade 3
 - 4.2 English and writing
 - 4.3 Math - lower ability

5. Teacher - <u>Reduction</u> by positions	<u>FTE</u>	<u>COST FACTOR</u>
--tentative & preliminary		
5.1 Elementary	-0-	
5.2 Secondary (based on registration and enrollment - April 1)		
5.21 Distributive Education (Sr. High)	1.0	15,400.00
5.22 Ind. Arts (Jr. High)	.4	11,200.00
5.23 Science (Jr. High)	.4	11,200.00
5.24 Home Ec. (Jr. High)	.4	11,200.00
5.25 English (Jr. High)	.2	5,600.00
5.26 Social Studies (Jr. High)	.2	5,600.00
5.27 Math (Jr. High)	.2	5,600.00
6. Teacher - Additional requests		
*6.1 Elementary		
6.11 Kindergarten	4.0	112,000.00
6.12 Target grades 1,2,3	4.0	112,000.00
6.13 Grade 5-Edison	1.0	28,000.00
6.14 Grade 5-Probstfield	1.0	28,000.00
6.15 Grade 5-Washington	1.0	28,000.00
6.16 Grade 4-Probstfield	1.0	28,000.00
6.17 Grade 6	1.0	28,000.00
6.2 Secondary - (based on registration and enrollment - April 1)		
6.21 Foreign Language (Jr. High)	.5	14,000.00
6.3 CCVC (enrollment impact on North Campus and Senior High School)		

*'Ripple effect' caused by additional regular classroom sections will create the need for additional support staff and additional space.

Category II - Licensed Specialists

			GENERAL
	FTE	COST FACTOR	FUND IMPACT
1. Reductions in Elementary/Secondary			
1.1 Special Needs			
1.11 Speech	.5	14,000.00	4,200.00
1.12 O.T.	1.0	28,000.00	8,400.00
1.13 LD (self contained)	1.0	28,000.00	8,400.00
1.14 Lack of licensure - SBP		(positions will be filled)	
1.15 Art	1.5	42,000.00	42,000.00
1.16 Orchestra/Band	1.0	28,000.00	28,000.00
2. Federal Programs			
2.1 Chapter I	2.14/2.68	60/75,000.00	-0-
2.2 Hearing Impaired	.7	19,600.00	-0-
3. Additions in Elementary/Secondary			
3.1 Special Needs			
3.11 SBP	1.5	42,000.00	12,600.00
3.12 Psychologist	1.0	28,000.00	8,400.00
3.13 Social Worker	1.0	28,000.00	8,400.00
3.14 Adaptive P.E.	.5	14,000.00	4,200.00
3.15 Physically Handicapped			
3.151 PT/OT/P.E. Teacher	1.5	42,000.00	12,600.00
3.152 TMH Vocational	1.0	28,000.00	8,400.00
3.16 Counselor/Social worker	1.0	28,000.00	28,000.00
3.17 Chemical dependency (or)	1.0	28,000.00	8,400.00
3.171 Chemical dependent counselor reduce/eliminate WECEP	1.0	8,000.00	12,320.00
3.18 Media/library (M. School)	.5	14,000.00	14,000.00
3.19 S.T.E.P.	.3	9,000.00	9,000.00
3.20 Counselor - elementary	1.0	28,000.00	28,000.00
3.21 Teacher trainer (Elements of Instruction)	1.0	28,000.00	28,000.00
3.22 Child study facilitator	1.0	28,000.00	-0-
*3.23 P.E. - elementary	.5	14,000.00	14,000.00
*3.24 Music - elementary	.5	14,000.00	14,000.00
3.241 Therapist	.5	14,000.00	4,200.00
3.2 Attendance officer (Sr. High)	1.0	28,000.00	28,000.00

Category IIA - Non-Licensed Specialists

1. Interpreter Aide - Hearing Impaired	1.0	10,000.00	7,000.00
2. Repair Technician	1.0	20,000.00	20,000.00
3. Fine Arts Coordinator	.5	14,000.00	14,000.00
4. Special Services Coordinators	.2	5,000.00	3,500.00
5. Auditorium Coordinator - Sr. High	.2	5,000.00	5,000.00
6. LD Aides	2.0	16,000.00	4,800.00
7. Child Study Secretary	.4	3,200.00	0-3,200.00

*'Ripple effect' caused by additional regular classroom sections will create the need for additional support staff and additional space.

CATEGORY III - CURRICULUM/INSTRUCTION

1. Curriculum

1.1	Curriculum development for 1985-86	
1.11	Language K-6 (includes ESL)	
1.12	English (except Reading)	
1.13	Media K-12	
1.14	EMH	
1.2	Curriculum development for 1986-87	
1.21	Home Economics 7-12	
1.22	Industrial Arts 7-12	
1.23	Physical Education K-12	
1.24	Health/Family Life K-12	
1.25	North Central K-12 (Math and selected general areas)	
1.3	Curriculum development for 1987-88	
1.31	Math (including computer programming) - K-12	
1.32	North Central K-12 (Reading and selected general areas)	
1.4	Support goals for PER	
1.5	Development of computer/technology utilization	
1.51	Secondary curriculum integration (CAI) (CMI)	
1.52	Elementary usage and training (CAI) (CMI)	
1.53	Implement computerized media circulation system	
1.6	Review/develop criteria for entry into special services programs	
1.61	Speech - 1985-86	
1.62	Early Childhood - 1985-86	
1.63	Other areas as the state develops or updates guidelines	
1.7	Study leadership structure in the development of K-12 curriculum	
1.8	Continued development of outcome-based education (learner outcomes)	
1.9	Continue secondary review/development of S.T.E.P.	
1.10	Investigate Readiness Programs (i.e. Gesell)	1,000.00
1.11	Investigate transition program from early childhood to K/elementary program	500.00
1.12	Early childhood/special ed. curriculum development	
1.13	Planning program for CCCPP in the school year 1986-87	
1.14	Determine the degree of cooperation with area/statewide school districts	
1.141	Clay County Vocational Center (CCVC)	
1.142	Continue support of F/M Teacher Center	2,8000.00
1.143	Continue support of Learning Bank	2,000.00
1.144	Continue Center of Excellence - ECSU	15,000.00
1.145	Continue Metro ECSU membership	2,300.00
1.15	Continue incentive grant program	10,000.00
1.16	Develop extra-curricular program for academic competition	3,000.00
1.17	Review of support youth intervention officer program	2,700.00
1.18	Investigate Indian education programming	-0-
1.19	Devise policy revisions/additions	-0-
1.191	Graduation	
1.192	Copyright (print/non-print)	
1.20	Review and design a flexible schedule (if possible) for Senior High School students	
1.21	Design the implementation of the total foreign language program in the Middle School - South Campus for the school year - 1986-87	
1.22	Recommend a Honors Program (grade/credit) for Senior High School	
1.23	Determine allocation of monies for:	
1.231	COMPAS	2,400.00
1.232	Spring play - Jr. High School	1,200.00
1.233	Artist Day	2,000.00

CATEGORY III - CURRICULUM/INSTRUCTION

2. Instruction

- 2.1 Continue refining probationary teacher evaluating system
 - 2.11 A minimum of three reviews during the year
- 2.2 Implement teacher effectiveness program (refer to Appendix III-4)
 - 2.21 Implement teacher evaluation program
 - 2.22 Continue staff development efforts
 - 2.221 Elements of Instruction with training (I)
 - 2.222 Elements of Instruction (II)
 - 2.223 Advanced Elements of Instruction
 - 2.224 Clinical Supervision
 - 2.23 A support program will be developed for new teachers
 - 2.24 Building administrators will work intensively with one staff member per month
 - 2.25 A teacher perceiver will be used for staff development purposes a minimum of once a month
- 2.3 Instructional budget increase of five (5) percent
 - 2.31 Historical background of supply budget will be constructed
- 2.4 Number of special ed. staff in specific buildings would be monitored
- 2.5 Student Perceiver Program will be continued/expanded 4,300.00
 - 2.51 October 9, 10, 11 (2 1/2 days)
 - 2.52 November 20, 21, 22 (3 days)
- 2.6 Resources for staff development/travel budget will focus on areas of targeted curriculum and instruction areas
- 2.7 Develop an awareness of effective placement of students and staff

CATEGORY IV - AFTER SCHOOL ACTIVITIES/EXTRA-CURRICULAR/CO-CURRICULAR

1. Determine the most effective means of supporting the grade five orchestra program (during school day vs. before/after school or combination)
2. Make a decision as to the financial support of the Special Olympics Program
3. Determine the need for a Handicapped student Participation Program (availability)
4. Continue to implement the Community Education/Community Arts Program
5. Determine the most effective method of transporting 6th grade students
6. Determine the most effective method of scheduling the Middle School - North Campus programs
7. Establish the understanding of the statutory requirements in operating the extra-curricular activities
 - 7.1 budget
 - 7.2 fund raising
8. Determine the placement of Swing Choir...part of regular program/community education/after-school/extra-curricular
9. Determine the role of the soccer program in the athletic program (club program vs. organized sport)
10. Establish guidelines for the use of the site between the Middle School - North and Washington Elementary School and north of Middle School
11. Continue to utilize P.T./O.T. Associates for athletic trainers and budget \$2,500 for this service
12. Determine district's role in shared cost of Special Olympics participation in regional and state levels (refer to #2)

CATEGORY V - ADMINISTRATIVE SUPPORT UNITS

1. Implement Strategic Planning Task Force
 - 1.1 School Board approval on January 9, 1985
 - 1.2 Create a vision for the district through the year 2000 and beyond
 - 1.3 Use of consultant to assist
2. Implementation of a Short/Long-Range Administrative (K-12 and AVTI) Staff Development Program (Administrator Effectiveness)
 - 2.1 Priority #1 - Management of people (human resource development)
 - 2.11 Selection/supervision/evaluation of staff
 - 2.12 Staff development (improvement of job performance for licensed and non-licensed staff)
 - 2.13 Maintaining and extending effective teaching
 - 2.131 Give clear expectations to staff
 - 2.132 Meet with trained staff
 - 2.133 Classroom observation and conferences with previously trained staff
 - 2.134 Coaching of the effective elements of instruction
 - 2.14 Continue use of Teacher Perceiver as a staff development tool
 - 2.141 Identifying strengths of staff
 - 2.2 Priority #2 - Goal setting
 - 2.21 District and building level goal setting
 - 2.3 Priority #3 - Resource allocation
 - 2.31 Timelines
 - 2.32 Specification writing
 - 2.33 Requisitioning resources
 - 2.34 Purchasing (i.e. purchase orders)
 - 2.35 Quotation/bidding process
 - 2.36 Receiving of ordered supplies, etc.
 - 2.37 Inventory of resources
 - 2.4 Curriculum
 - 2.5 Decision making
 - 2.51 Use of Quality Circles
 - 2.6 Continue use of Administrative Perceiver as a staff development tool
 - 2.61 Each administrator will be interviewed and a developmental profile will be prepared by SRI
 - 2.62 Administrative Perceiver Workshop
 - 2.621 Monday, October 7 through Wednesday, October 9
 - 2.622 Monday, November 18 through Tuesday, November 19 and Friday, November 22
 - 2.7 Investigate the potential for a Red River Administrator's Academy
3. Establish/communicate responsibilities of administrative positions (central and building level)
4. Management design of the MAVTI
5. React to auditor recommendations/suggestions
 - 5.1 MAVTI cash receipts
 - 5.2 Detailed fixed asset records
 - 5.3 Accounting staff
 - 5.4 Payroll staffing for receipt and deposit functions

CATEGORY V - ADMINISTRATIVE SUPPORT UNITS

(Continued)

6. Decide on the feasibility of a two-week extended contract for Special Services Coordinator (LD-ED-Speech)
7. Determine the feasibility of a part-time grant writing position for the district
8. Determine the need for Special Education Department Heads

CATEGORY VI - OTHER SUPPORT UNITS

1. Continue the efforts to comply with Title IX
2. Determine the need for AV technician position
3. Establish the job position of Jerry Burdeski
4. Determine if an Accounting office position needs to be filled as recommended by auditors
5. Determine if there is a need for payroll support
6. Secretarial support staff
 - 6.1 Middle School - North Campus
 - 6.2 Special education (secretary's position from 9 to 12 months)
 - 6.3 Community service placement in the secretarial bargaining unit
7. Custodial staff
 - 7.1 Middle School - North Campus needs
 - 7.2 Number of hours in each building
8. Decide if technology coordination/coordinator should be continued
 - 8.1 Computer liaison position
9. Determine the need for a school patrol coordinator

CATEGORY VII - FACILITY USAGE/SITE DEVELOPMENT

1. Determine if a bond issue should be submitted to the public for site development/building improvement
2. Evaluate if remodeling the central administrative offices should be done
3. Determine resolution to the air quality concerns at the Senior High School and the Adult/Community Education office at the AVTI
4. Establish space needs for
 - 4.1 Early Childhood/Family Education
 - 4.2 Adult Basic Education
 - 4.3 Central Administration offices
5. Allocation of of space for 1986-87 (creative vs. preservation)
6. Establish the length of lease for occupants of the Lincoln School (short/long range)
7. Determine support level for Sport Center Capital Needs (hockey boards).
8. Determine appropriate remodeling plans for Senior High locker room.

CATEGORY VIII - OPERATION OF BUILDINGS

1. Maintenance program within each building--addressed by building administrator and head custodian as to staffing and daily/weekly maintenance
2. Move to Middle School - North Campus of the 6th grade 100,000.00

CATEGORY IX - FOOD SERVICE

1. Middle School - North Campus (preparation and methods of delivery)
2. Develop a plan if federal government subsidies are reduced (\$90,000 to \$135,000)
3. Determine additional equipment needs
4. Remodel existing facilities at Washington School to conform to health standards

CATEGORY X - TRANSPORTATION

1. Scheduling and starting time for all buildings
2. Management (amount of time necessary for the program)
3. Contract negotiations for this year (bidding/quotations)
4. After School Program---Middle School/North Campus
5. Emphasis on bus discipline
6. Number of students that are transported on contracted/transit buses
(maximum limit on each bus)
 - 6.1 Regular buses...eliminate transit buses

CATEGORY XI - COMMUNITY SERVICES

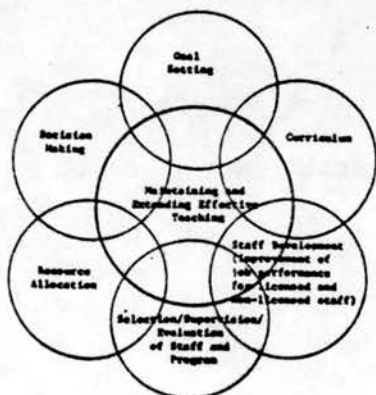
1. Monitor the development of Early Childhood/Family Education Program
 - 1.1 Determine appropriate Early Childhood levy
2. Community Education management for 1985-86 (refer to Category V)
3. Implementation of Volunteer Program
 - 3.1 District policy
4. Review/support the Community Education Council's Goals and Objectives
 - 4.1 Long-range goals of the Council
 - 4.11 To advise in the support of the adult education program including vocational, avocational, GED and ABE programs
 - 4.12 To promote cooperation between community education and other agencies in the community to develop better programs and to avoid duplication. Cooperation with MSU, Moorhead Parks and Recreation Department, and the K-12 school program should be emphasized
 - 4.13 To evaluate programs and recommend changes in program direction to meet community needs
 - 4.14 To develop a balanced budget for each fiscal year
 - 4.2 1985-86 goals
 - 4.21 Promote programs (GED, ESL, ABE and literacy) that help adults develop basic life skills
 - 4.22 Sponsor programs to meet the needs of youth. Develop programs to strengthen parenting skills with special emphasis on parents of children 0-5 years
 - 4.23 Promote and foster school/community communications
 - 4.24 Support senior citizen's activities
 - 4.25 Encourage use of available public buildings for recreation purposes
 - 4.26 Plan a volunteer program to utilize community resources and talents, particularly those of senior citizens
 - 4.27 Recognize the needs of special populations in District 152
 - 4.28 Help citizens understand and use technology
 - 4.29 Make arts programming available to everyone in the community, preschool through senior citizen

CATEGORY XII - OTHER

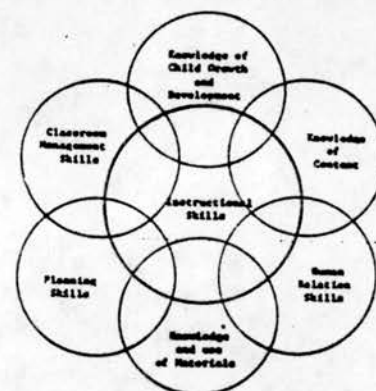
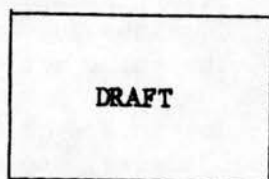
1. Implementation of Comparable Worth program
2. Determine the mission statement for the district
3. Continue the staff development program which purpose is to:
 - 3.1 Personal growth of all staff (aides; custodians; secretaries; confidential secretaries; teachers; food service; transportation; supervisors; administrators and Board of Education)
 - 3.2 A catalyst for promoting continued improvement of the instructional program
 - 3.3 Maintain/improve staff teaching competency
 - 3.4 Keep informed of current educational thought and practice
 - 3.5 Maintain enthusiasm and contact with other educators
 - 3.6 Recognize staff for their accomplishments
4. Develop guidelines for expending staff development funds
 - 4.1 Major district goals
 - 4.2 Major building goals
 - 4.3 Inservice committee recommendations
5. Complete/implement negotiated contracts
6. Marketing the Moorhead Schools
 - 6.1 In-district communication (i.e., Adopt-A-School...building meetings... building advisory councils...brown bag sessions...Cabinet...before/after-school meetings, etc.)
 - 6.2 Out-district communications (i.e., publications...media exposure... parent advisory councils...video tape...school calendar... volunteerism, cable access, community newsletter, etc.)
7. Employee Right-to-Know orientation to new staff members
8. Continue the implementation of An Effective Schools/School Improvement Process for the Moorhead School District
 - 8.1 Building level planning activities...the process will be phased in over three years for all buildings...one in 1984-85 (Probstfield) and two each year through 1988
 - 8.11 Phase I -1984-85 - Probstfield
 - 8.12 Phase II -1985-86 - Probstfield (developing implementation plan and action plan)
 - Two more schools
 - Identify building teams
 - Orientation/education/in-service
 - Establish building communications structure
 - Establish building level assessment
 - 8.13 Phase III-1986-87 - Two more schools...same charges except different timeline
 - Continuous coaching for Probstfield
 - Implement action plan

CATEGORY XII - OTHER (Cont.)

- 8.14 Phase IV -1987-88 - Two more schools...same charges except different timeline
 - Continuous coaching for participating school
 - Implement action plan
- 8.15 Phase V -1988-90 - Continuous coaching for all schools based on building level assessment
 - Implement action plan
- 9. Continue the development of a partnership with post-secondary schools and business
- 10. Continue the development of a teacher substitute in-service program
- 11. Investigate the merits of a district wellness program
 - 11.1 Physical
 - 11.2 Psychological
 - 11.3 Life enriching
- 12. Implementation of newly adopted state/federal legislation
- 13. Place entire collection of Sr. High student records on microfiche



APPENDIX III-4



GOAL: TO DEVELOP AND IMPLEMENT A STAFF DEVELOPMENT PROGRAM

Objective 1 To Establish a System of Improving Teacher Effectiveness for the Purpose of Improved Instruction - Procedural Guidelines and Support Materials

Statement: Belief that people have an inner need/desire/right to grow based on the following assumptions:

Assumptions:

1. The most important task of an educational institution is to continue the development of all the human resources within the organization: teachers, students, support personnel, administrators and Board members.
2. People want to perform as effectively as possible and to derive satisfaction from accomplishment.
3. People appreciate reviews that are predicated on a fair, professional basis.
4. People appreciate constructive criticism, provided a better alternative can be suggested.
5. The effectiveness of a Teacher Effectiveness Program (TEP) is enhanced by involving the people to be reviewed.
6. To be effective a TEP must be continually monitored, evaluated, modified and updated.
7. Effective teacher responsibilities include:
 - 7.1 Instructional skills
 - 7.2 Planning skills
 - 7.3 Knowledge and use of materials and equipment, including technology
 - 7.4 Human relation skills
 - 7.5 Improved knowledge of subject matter content
 - 7.6 Improved knowledge of child growth and development
 - 7.7 Improved classroom management and discipline skills
8. Administrators must have a personal commitment to make an affirmative impact on the lives of others - believes staff members can grow and develop.
9. Administrators receive satisfaction from the personal and professional growth of all staff members - helps staff members experience success and finds fulfillment in the achievement of each person's goals.
10. Administrators must identify that the most important aspect of a school is what happens between teachers and individual students.

11. Principal responsibilities are as follows:

- 11.1 Maintaining and extending effective teaching
- 11.2 Goal setting
- 11.3 Curriculum
- 11.4 Staff development (improvement of job performance for licensed and non-licensed staff)
- 11.5 Selection/supervision/evaluation of staff and program
- 11.6 Resource allocation
- 11.7 Decision making

Objective 2 Teacher Excellence - Develop and Practice Relevant Skills

Strategies

- 1. Target instructional skills
 - 1.0 Commit \$15,000 for 1984-85
 - 1.1 Train 75 staff (teachers and administrators) in Elements of Instruction during 1983-84 and 1984-85 as an awareness
 - 1.10 1985-86 - additional 40 staff
 - 1.110 All probationary staff (see Objective 3)
 - 1.120 75 in 1986-87
 - 1.130 75 in 1987-88
 - 1.11 Advanced Elements to be scheduled by staff
 - 1.2 Identify and train two half time teacher trainers
 - 1.20 Develop trainer job description
 - 1.3 Establish a staff development committee from inservice committee
 - 1.4 Administrators receive training comparable to teacher trainers
 - 1.40 Elements I
 - 1.41 Following three in any order
 - 1.410 Elements II
 - 1.411 Clinical Supervision
 - 1.412 Advanced Elements
 - 1.5 Principals provide instructional leadership
 - 1.50 Give clear expectations to staff
 - 1.51 meetings with trained staff
 - 1.52 classroom observation and conferences with previously trained staff
 - 1.53 administrators or trainers teach effective elements of instruction as a part of regularly scheduled faculty meetings and other special sessions
 - 1.6 Continue to provide re-teaching and inservice training to administrators (include trainers at Cabinet meetings)
 - 1.7 Provide release time for principals and trainers
 - 1.8 Use clinical supervision for instructional improvement.
 - 1.80 Encourage utilization of teacher trainer to improve effectiveness on a teacher request basis.
 - 1.800 Teacher trainers will not evaluate teachers - responsibility of building administrator

Objective 3 Probationary Teacher Review - Technical and Procedural Guidance

Strategies

1. Ensure all probationary teachers have training in Elements of Instruction
 - 1.0 Have all probationary staff attend the two-day Elements of Instruction workshop during their probationary period
 - 1.1 Utilize administrators and teacher trainers to help provide additional instruction in Elements of Instruction to probationary staff
 - 1.2 Administrators support probationary teachers in instructional improvement
 - 1.21 Providing the incentive and encouragement to attend Elements of Instruction
 - 1.22 Work with the probationary staff members in instructional improvement.
 - 1.23 Provide opportunities for probationary staff to work with teacher trainers
 - 1.24 Use the probationary evaluation tool nine times with administrator in the evaluation process with an emphasis on those items which relate to effective instruction
 - 1.3 Complete the probationary review tool
 - 1.31 Compare with principals' ratings
 - 1.32 Discuss in conference ways of improving, and set goals or targets for instructional improvement

Objective 4 Supervision of Marginal Teachers - Basic Orientation for Supervisors

Strategies

1. Principals identify staff who need intensive assistance
 - 1.1 Develop a program for intensive assistance of marginal teachers
 - 1.11 Develop procedural guidelines and support materials for use by administrators and supervisors in the supervision of marginal staff
 - 1.2 Provide basic orientation to administrators and supervisors regarding the supervision of marginal staff
 - 1.3 Provide opportunities for supervisors and administrators to develop and practice supervisory skills
 - 1.4 Provide technical and procedural guidance to supervisors and administrators in planning and monitoring individual assistance plans for marginal staff based on intensive assistance programs
 - 1.5 Provide visible central office support and encouragement of appropriate supervisory practices of building administrators in dealing with marginal staff

DATE 2/7/85

MOORHEAD PUBLIC SCHOOLS PROJECTION FEBRUARY 1985

AGE OR * PAST CENSUS + ENROLLMENT DATA * FUTURE ENROLLMENT PROJECTIONS											
GRADE * 80/81 81/82 82/83 83/84 84/85 * 85/86 86/87 87/88 88/89 89/90											
AGE 0	*	303	279	307	293	288	*				
AGE 1	*	337	330	347	324	344	*				
AGE 2	*	344	354	372	341	343	*				
AGE 3	*	352	347	352	362	363	*				
AGE 4	*	333	348	333	332	394	*				
=====											
0 - 4	*	1669	1658	1711	1652	1732	*				
=====											
KIND	*	346	349	373	399	402	*	446	408	389	411 391
GR 1	*	308	337	362	333	389	*	389	432	395	377 398
GR 2	*	319	288	328	354	352	*	383	383	425	389 371
GR 3	*	335	313	299	332	336	*	350	381	381	422 387
=====											
1 - 3	*	962	938	989	1019	1077	*	1122	1196	1201	1188 1156
=====											
GR 4	*	393	333	310	290	325	*	330	344	374	374 414
GR 5	*	345	385	338	303	284	*	321	325	339	369 369
GR 6	*	372	341	374	346	307	*	283	320	324	338 368
=====											
4 - 6	*	1110	1059	1022	939	916	*	934	989	1037	1081 1151
=====											
1 - 8	*	2072	1997	2011	1958	1993	*	2056	2185	2238	2269 2307
=====											
GR 7	*	349	348	338	373	354	*	302	279	315	319 333
GR 8	*	379	332	360	338	369	*	351	300	277	313 317
GR 9	*	405	385	374	378	349	*	389	370	316	292 330
=====											
7 - 9	*	1133	1065	1072	1089	1072	*	1042	949	908	924 980
=====											
GR 10	*	447	392	388	359	357	*	338	377	358	306 283
GR 11	*	485	428	380	362	345	*	341	322	360	341 292
GR 12	*	498	483	408	378	344	*	335	331	313	350 331
=====											
10-12	*	1430	1303	1176	1099	1046	*	1014	1030	1031	997 906
=====											
7-12	*	2563	2368	2248	2188	2118	*	2056	1979	1939	1921 1886
=====											
K-12	*	4981	4714	4632	4545	4513	*	4558	4572	4566	4601 4584

Note: Includes 86 special education self-contained students added to regular class numbers at proper grade levels.

CLAY COUNTY VOCATIONAL COOPERATIVE CENTER MINUTES
CLAY COUNTY VOCATIONAL COOPERATIVE CENTER
Wednesday, March 6, 1985 11:00 A.M.

CALL TO ORDER

The meeting was called to order by Chairperson, Rolland Coalwell.

ATTENDANCE

The following were present: Dilworth: Rolland Coalwell, Supt.
Don Vellenga: Hawley: Courtney Carlson, Supt. Duane Rafteseth.
Moorhead: Richard Pemble, Ass't. Supt. Robert Jernberg. Glyndon-
Felton: Lloyd Seter, Jr., Supt. Harold Larson. Barnesville:
Ardon Doran, Supt. Ed Thompson.

APPROVE AGENDA

Moved by Doran, seconded by Seter, Jr. to approve the agenda. Motion carried unanimously.

MINUTES OF PREVIOUS MEETINGS

Moved by Carlson, seconded by Pemble to approve the minutes of the January 30, 1985 regular meeting and the February 13, 1985, special meeting as read. Motion carried unanimously.

CONSIDERATION OF CLAIMS

Moved by Pemble, seconded by Doren that the Center claims be paid in the amount of \$17,641.81. Motion carried unanimously.

APPROVE TELEPHONE DEPOSITS

Moved by Seter, Jr., seconded by Carlson to approve the telephone deposits for February in the amount of \$34,044.00. Motion carried unanimously.

INTERIM DIRECTOR'S REPORT

- A. Mr. Wiltsey gave an update on his progress compiling facts from all five schools in regard to vocational education.
- B. Mr. Wiltsey informed the board that he met with the staff at Rural Minnesota C.E.P. concerning JTPA monies. Most of the monies available are limited to programs for the handicapped.
- C. Mr. Jernberg gave an update on the Language Arts Grant, and made reference to the letter he received from the Minnesota Department of Education.

OLD BUSINESS

Mr. Larson discussed the meeting he will be attending in St. Cloud on Friday, March 8, 1985, concerning the feasibility of a rural education consortium.

Ms. Robyn Widley gave an update on the Clay County Cooperative Preschool Program and summer school.

NEW BUSINESS

A. Moved by Carlson, seconded by Pemble to adopt the Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefor. A roll call vote was taken and the motion carried unanimously.

B. Mr. Wiltsey discussed the CCVCC 1985-86 lease. A meeting concerning the rental of the facility will be set up with Bob Lacher and school superintendents.

NEXT REGULAR MEETING DATE

The next meeting will be held on April 10, 1985, at 8:00 p.m.

ADJOURNMENT

Moved by Seter, Jr., seconded by Carlson to adjourn. Motion carried unanimously.

Clerk

Richard Pemble

5/mg/805
mhw
4-23-85

Regular Meeting
Board of Education
Independent School District #152
April 23, 1985

Members Present: Karen Koentopf, Dean Guida, Curt Borgen, Richard Pemble, Doug Fagerlie, Wayne Puppe, Mike Hulett and Ben Trochlil

The meeting was called to order by chairperson, Richard Pemble.

PREVIEW - Ben Trochlil previewed the agenda, adding Acceptance of Gift, Travel Reimbursement, Personnel, MAVTI Construction Change Orders and Appointment of School Board Clerk.

COMMUNICATIONS - Richard Pemble received a letter from Jerome M. Hughes, President of the Senate, State of Minnesota, thanking the Board for their support in the Governor's open enrollment plan and from Bill Schmidt thanking them for the opportunity to attend the NSBA Convention in Anaheim, California.

MAVTI CONSTRUCTION CHANGE ORDERS - Curt Borgen moved, seconded by Dean Guida, to approve construction change order E-4 for \$324.08, change order G-3 for \$737.55 and change order M-3 for \$849.17. Motion carried.

SCHOOL BOARD ELECTION PROCEDURE - Wayne Puppe moved, seconded by Karen Koentopf, to adopt the following resolution:

BE IT RESOLVED, That the School Board of District #152 establish the precinct boundaries which were used in the 1984 election, a description of which is hereunto attached, and that the hours that the polls will be open shall be from 7:00 a.m. to 8:00 p.m., and that the School District Clerk be instructed to give the required ten days posted notice of the election.

Motion carried.

CONSIDER ELECTION JUDGES - Wayne Puppe moved, seconded by Curt Borgen, to approve the following to serve as election judges for the School Board Election on May 21. The hourly wage will be \$3.35.

Mrs. Margaret Mills
Mrs. Beverly Quam
Mrs. Margaret Paseka
Mrs. Mary Walker
Mrs. Ruth Swanson
Mrs. Bertha Hallen
Mrs. Elfie I. Hanson
Mrs. Beatrice Hendrickson
Mrs. Pearl Ecklund
Mrs. Lois Kallander
Mrs. Betty Peterson

Mrs. Jemima Rasmussen
Mrs. Lillian Hilgers
Mrs. Jim Schneider
Mrs. Maxine Schreiner
Mrs. Dorothy Feir
Mrs. Louise Noblitt
Mrs. Anna Luttio
Mrs. Gerald Paach
Mrs. Dan Evert, Sr.
Mrs. Henry Tabatt

Motion carried.

Regular Meeting
Board of Education
Independent School District #152
April 23, 1985
Page Two

BONDS AND COUPON CREMATION - Mike Hulett moved, seconded by Doug Fagerlie, to approve cremation of the bonds and coupons whenever the option is provided. Motion carried.

RESOLUTION DISCONTINUING POSITIONS - Curt Borgen moved, seconded by Mike Hulett to adopt the resolution discontinuing positions. Motion carried.

TERMINATION OF PROBATIONARY TEACHERS - Probationary contracts for the following people were terminated:

<u>Name</u>	<u>Moved By</u>	<u>Seconded By</u>	<u>Roll Call Vote</u>
Sandra Argent	Karen Koentopf	Curt Borgen	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Mary J. Anderson	Mike Hulett	Wayne Puppe	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Lori Mittag	Wayne Puppe	Doug Fagerlie	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Mary J. Horsager	Doug Fagerlie	Curt Borgen	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Janet Coleman	Curt Borgen	Dean Guida	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Susan Bryant	Dean Guida	Karen Koentopf	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett

Regular Meeting
 Board of Education
 Independent School District #152
 April 23, 1985
 Page Three

<u>Name</u>	<u>Moved By</u>	<u>Seconded By</u>	<u>Roll Call Vote</u>
Wayne Zimmerman	Karen Koentopf	Mike Hulett	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett

PROPOSED PLACEMENT OF TENURED TEACHERS ON UNREQUESTED LEAVE OF ABSENCE

<u>Name</u>	<u>Moved By</u>	<u>Seconded By</u>	<u>Roll Call Vote</u>
Shirley Iverson	Dean Guida	Karen Koentopf	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
J. Kay Richard	Karen Koentopf	Mike Hulett	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Kay Hockett	Mike Hulett	Wayne Puppe	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Pat Swedberg	Wayne Puppe	Doug Fagerlie	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Sandra Retzlaff	Doug Fagerlie	Curt Borgen	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Tom Hall	Curt Borgen	Dean Guida	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Nancy Barlow	Dean Guida	Karen Koentopf	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Harriet Tufte	Karen Koentopf	Mike Hulett	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett

Regular Meeting
Board of Education
Independent School District #152
April 23, 1985
Page Four

<u>Name</u>	<u>Moved By</u>	<u>Seconded By</u>	<u>Roll Call Vote</u>
Jan Eidem	Mike Hulett	Wayne Puppe	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Stan Olson	Wayne Puppe	Doug Fagerlie	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Charles Ulven	Doug Fagerlie	Curt Borgen	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett
Louis Kurtz	Curt Borgen	Dean Guida	aye-Koentopf, Guida, Borgen, Pemble, Fagerlie, Puppe, Hulett

PERSONNEL - Mike Hulett moved, seconded by Karen Koentopf, to approve the personnel changes as follows:

Retirement

Marvel Ostbye - Library Secretary, Edison Elementary, effective May 31, 1985

Alice Farden - Junior High Home Economics Teacher, effective May 31, 1985

Miriam Erickson - Food Service, Senior High, effective May 31, 1985

Medical Leave

Vern Arntson - Senior High Custodian, Medical Leave of absence for the months of May, June, July and August, 1985.

Motion carried.

REVIEW VOCATIONAL EDUCATION COMMITTEE REPORT - Ray Larson, who has chaired the Vocational Education Program the past two years, gave a report to the Board.

REVIEW SUMMER SCHOOL UPDATE - Bob Jernberg and Howard Murray updated the Board regarding the progress of the planning for our Summer School Program.

CCCPP SUMMER SCHOOL - Dean Guida moved, seconded by Karen Koentopf, to approve Moorhead's participation in the CCCPP Summer School Program. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
April 23, 1985
Page Five

1984-85 REVISED BUDGET - Doug Fagerlie moved, seconded by Karen Koentopf, to approve the 1984-85 revised general fund budget as presented. Motion carried.

CAMP BUCKSKIN CONTRACT - Curt Borgen moved, seconded by Dean Guida, to approve the contract with Camp Buckskin. Motion carried.

BID AWARDS - PAPER AND GENERAL OFFICE SUPPLIES - Curt Borgen moved, seconded by Karen Koentopf, to approve the low bids meeting specifications of \$62,733.37 for paper and \$12,351.91 for general supplies. Motion carried.

ACCEPTANCE OF GIFT - Karen Koentopf moved, seconded by Dean Guida, to accept the gift of \$600 from the Senior High musical and direct the Personnel Office to pay Bruce Hering for the services as requested.

Dean Guida moved, seconded by Mike Hulett, to table the motion until the next meeting to get an interpretation from the auditors. Motion carried.

TRAVEL ACCOUNT REIMBURSEMENT - Curt Borgen moved, seconded by Mike Hulett, to approve reimbursement in the travel account in the amount of \$5,961.36. Motion carried.

APPOINTMENT OF SCHOOL BOARD CLERK - Dean Guida moved, seconded by Curt Borgen, to appoint Karen Koentopf as temporary clerk for the School Board from April 9 through June 30, 1985.

MANAGEMENT PLAN FOR 1984-85 (WORKING DRAFT) - A working draft was prepared by the administrative staff and was reviewed with interested district staff.

Ben Trochlil began to review the working draft.

Wayne Puppe moved, seconded by Karen Koentopf, to set a special meeting for Tuesday, April 30, 7:30 P.M., to finish the process. Motion carried.

Karen Koentopf, Clerk

5/M9/B05
min
4-30-85

Ann Dickerson

A G E N D A

A P R I L 30, 1985

BOARD OF EDUCATION

INDEPENDENT SCHOOL DIST. #152

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, April 30 at 7:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie _____	Dean Guida _____
Karen Koentopf _____	Richard Pemble _____
Mike Hulett _____	Wayne Puppe _____
Curt Borgen _____	Ben Trochlil _____

- I. CALL TO ORDER
- II. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- III. COMMUNICATIONS
- IV. OPPORTUNITY FOR CITIZENS TO SPEAK
- V. UNFINISHED BUSINESS
 - 1. Management Plan for 1984-85 Appendix A
(Working Draft)
- VI. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, May 7, 1985

UNFINISHED BUSINESS

1. Management Plan for 1984-85 (Trochlil)
(Working Draft)

Appendix A

Explanation: A working draft was prepared by the administrative staff and was reviewed with interested district staff.

Ben Trochlil will continue with his review of this working draft that he started at the April 23 meeting.

Recommendation: After this board meeting, the superintendent will work through the consensus process to identify the highest priorities for the school year, 1985-86. From this data, district goals and objectives will be written and presented to the school board for action.

5/mg/BOS
m.w.
4-30-85

Regular Meeting
Board of Education
Independent School District #152
April 30, 1985

Members Present: Dean Guida, Curt Borgen, Richard Pemble, Doug Fagerlie, Wayne Puppe, Mike Hulett and Ben Trochlil

The meeting was called to order by chairperson, Richard Pemble.

PREVIEW - Ben Trochlil previewed the agenda, adding Calendar for May, Volunteer Program, Exit Ramp at MAVTI and Legislation.

CALENDAR FOR MAY - Ben Trochlil identified important dates for the month.

VOLUNTEER PROGRAM - The Policy Review Committee requested each Board member to discuss the proposed Volunteer Policy.

EXIT RAMP AT MAVTI - The city is considering an exit ramp at the MAVTI. Wayne Puppe, Curt Borgen, Karen Koentopf, Ben Trochlil and Oscar Bergos will discuss this issue on Tuesday, May 4, 6:30 A.M.

LEGISLATION - Ben Trochlil identified important legislation being considered.

MANAGEMENT PLAN FOR 1984-85 (Working Draft) - Ben Trochlil reviewed the remainder of the working draft of the Management Plan for 1984-85 and will work through the consensus process to identify the highest priorities for the school year, 1985-86. From this data, district goals and objectives will be written and presented to the Board for action.

Karen Koentopf, Clerk