



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

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INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

5/mg/805
min
1-14-86

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, Jan. 14 at 5:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochil
Bennett Trochil, Superintendent

ATTENDANCE:

Douglas Fagerlie	_____	Dean Guida	_____
Jeanne Seigel	_____	Anton Hastad	_____
Mike Hulett	_____	Wayne Puppe	_____
Curt Borgen	_____	Ben Trochil	_____

I. CALL TO ORDER

II. PREVIEW OF AGENDA - Bennett Trochil, Superintendent

III. APPROVAL OF MINUTES Appendix A

Recommendation: Move to approve the minutes of December 10 and 17, 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. Review Earlybird Transportation Request Appendix C

IX. NEW BUSINESS

1. Consider Audit Fee for 1984-85 Appendix D

2. Consider Audit Proposal for 1985-86 Appendix E

3. Consider Investments Appendix F

4. Consider Rental Agreements Appendix G

5. Consider Staff Development Teachers Appendix H

6. Consider Personnel Appendix I

7. Consider Lease Agreements Appendix J

8. Review Architect/Engineering Selection
Process

Appendix K

9. Review MSBA Convention

Appendix L

X. FOR YOUR INFORMATION

Appendix Z

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

1. Intergovernmental Retreat Arrangements

2. MSBA Training Session Arrangements

XII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, January 28

UNFINISHED BUSINESS

1. Earlybird Transportation (Jernberg) Appendix C

Explanation: The district has received a letter requesting transportation for a rural student to attend 8:00 classes at the Moorhead Senior High School. Information will be presented on the number of rural students attending 8:00 classes and rural students taking seven (7) classes per day. Options will be presented and discussed.

Recommendation: For discussion only.

NEW BUSINESS

1. Audit Proposal Fee (Lacher) Appendix D
for 1984-85

Explanation: Appendix D-1 is a letter from Eide, Helmeke and Co. explaining an additional charge of \$2,241 for the recently completed audit. This would be charged to the MAVTI.

Recommendation: Move to approve the payment of \$2,241 to the auditing firm of Eide, Helmeke and Co.

2. Audit for 1985-86 (Lacher) Appendix E
School Year

Explanation: Appendix E-1 is a proposal from Eide, Helmeke & Co. for the 1986 fiscal year audit. The proposed cost is \$21,250.

The history of the cost is:

1982 -	\$21,745
1983 -	22,200
1984 -	23,000
1985 -	21,284 (includes Student Activity work)

The proposed alternatives for the Board to consider are:

1. attempt to negotiate another proposal from the firm
2. accept proposal
3. advertise for other proposals

Recommendation: This is a School Board decision.

3. Consider Investments (Lacher) Appendix F

Explanation: Approval is requested for investments #293 to #295 as shown in Appendix F-1. All of these transfers (in and out) were by wire transfer.

Recommendation: Move to approve investments #293 to #295 as shown.

4. Rental Agreement For Use of (Jernberg) Appendix G
Nemzek Stadium and Locker Rooms

Explanation: Appendix G-1 contains a copy of the rental agreement for 1986 home football games at Alex Nemzek Stadium at Moorhead State University.

Recommendation: Move to approve the rental agreement as presented.

5. Staff Development Teachers (Jernberg) Appendix H

Explanation: As a part of the 1985-86 Management Plan, two staff development teachers were to be employed by January, 1986, to spend half-time with the district staff development program.

Appendix H-1 contains information regarding Elements of Instruction and a staff development teacher job description.

Barb Anton and Gloria Anderson have been selected for those positions. Substitutes are being employed for their classroom assignments for second semester.

Recommendation: Move to approve the assignments of Barb Anton and Gloria Anderson as staff development teachers.

6. Personnel

(Bergen)

Appendix I

New Employees

Marlene Kensrud - L.D. teacher, Senior High/Middle School North Campus, effective January 20, 1986, MA (6) \$11,186.56 (\$22,882.00 base)

Vicki Mattfeld - Occupational Therapist, Riverside/Washington Probstfield Elementary, effective January 20, 1986, BA (3) \$8,142.64 (\$16,656.00 base)

Korri Fischer - Physical Education/Health teacher, Senior High, effective January 20, 1986, BA (0) \$5,236.00 (\$16,656.00 base)

Virginia Ingebretsen - Custodian, Senior High, effective January 8, 1986, \$7.93 per hour

Scott Lien - Custodian, Middle School North Campus, effective January 15, 1986, \$7.93 per hour

Change of Contract

Vicki Frederick - TMH aide, Edison, addition of three hours at Senior High, effective January 20, 1986, \$5.75 per hour

Leave of Absence

Lori Swanson - ED teacher, Probstfield Elementary, effective January 3, 1986, to the end of the school year 1985-86

Recommendation: Move to approve the personnel changes as shown.

7. Lease Agreements

(Bergen)

Appendix J

Explanation: The following tenants are requesting renewal of their leases at Townsite Centre:

American Crystal Sugar - February 1, 1986, through January 31, 1987 for an annual rent of \$19,550

Clay County Veterans - January 1, 1986 through December 31, 1986, for an annual rent of \$5,400

Recommendation: Move to approve the identified leases.

8. Architect/Engineering
Selection

(Trochlil)

Appendix K

Explanation: Appendix K-1 is the information as to the selection process of an architect/engineer for site development/repair, roof replacement, exterior wall replacement, window replacement, parking areas and landscaping projects.

Recommendation:

1. Move to approve the firms of _____,
_____, _____,
_____, to be interviewed.
 2. Move to meet on Tuesday, January 21, 5:00 p.m. to select the architect/engineering firm(s).
-

9. MSBA Convention

(Trochlil)

Appendix L

Explanation: On returning from the convention, there has been discussion as to the 'What Is, and the 'What Ought To Be' of the convention. A discussion will take place as to suggestions the Board may like to make to the MSBA for changes.

Recommendation: For discussion purposes.

'WE ARE PROUD'

1. Jeanne Hegre, Senior High school student, was selected to the North Dakota's Honors Band and Ruth Heley was selected to the Honors Choir.
2. Moorhead staff and community who will be presenting at the West Central ECSU Regional Special Education Conference on February 6th and 7th in Alexandria are:

* Attention Deficit Disorder With/Without Hyperactivity & Treatment Perspectives Regarding E/BD
Dr. Joel Ortega, E/BD Coordinator, Moorhead

* Teaching Students Social Skills in the Classroom
Kent Karch, Level IV & V E/BD Teacher
Marge Lee, Level III E/BD Resource Teacher

* Providing Information & Support to Regular Ed. teachers
Kent Karch, Marge Lee

* Interagency Interfacing
Lynn Lyons, Social Worker
Eunice Dinga, Level VI Teacher, School/Hospital Program
Jane Butler, Level VI Teacher, School/Hospital Program

* Communications - Sharon Gumto, Parent

'WE ARE PROUD' (continued)

3. Fargo-Moorhead Heart Health Program Annual Award nominees: Rose Andersen, Robert Jernberg and Corrine Pestes.
4. Mike Hulett was elected president of the Minnesota Public Employer Labor Relations Association.
5. Jeanne Seigel is the chairperson for the 1986 Leadership Moorhead Program. Solveig Mead and Darrel Tomlinson have been selected to participate.

FOR YOUR INFORMATION

Appendix Z

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Athletic Council	Tuesday, Jan. 14	7:00 a.m.	Townsite
Futures Committee	Wednesday, Jan. 15	1:00-8:00 p.m.	Townsite
PER	Thursday, Jan. 16	7:00 a.m.	Townsite
Learning Bank	Tuesday, Jan. 21	7:30 a.m.	West Fargo
Policy Review	Monday, Jan. 27	7:00 p.m.	Townsite
Futures Committee	Monday, Jan. 27	6:00 p.m.	Townsite
Futures Committee	Tuesday, Jan. 28	8:30 a.m.	Townsite
Jan Curry - Title IX Presentor	Monday, Jan. 27	3:30-5:00	Senior High
	Tuesday, Jan. 28	1:30-2:30	Senior High
	Tuesday, Jan. 28	10:00-11:30	MAVTI
	Wednesday, Jan. 29	10:00-11:30	MAVTI
	Wednesday, Jan. 29	1:30-2:30	Senior High
Intergovernmental Retreat	Friday, Jan. 31 and	1:00 p.m.	Detroit Lakes
	Saturday, Feb. 1	8:30 a.m.	
MSBA Training Session -"All on Board"	Wednesday, Feb. 5	6:30- 10:00 p.m.	Fergus Falls

Eide Helmeke & Co.

Certified Public Accountants

December 18, 1985

Mr. Robert Lacher
Moorhead Independent School
District #152
810 4th Ave. So.
Moorhead, MN 56560

Dear Mr. Lacher:

In response to your request for additional information regarding the financial aids audit for the year ended June 30, 1985, I am summarizing the background information on recent changes in audit regulations that have affected our audit approach used during the 84-85 year for the financial aids programs administered by the district.

Prior to June 30, 1985, the student financial assistance programs were audited and reported separately following the requirements of the "Audit Guide - Student Financial Assistance Programs" issued by the U.S. Department of Education, Office of Inspector General (March 1984).

The separate reporting approach was allowable under the regulations and our audit was being conducted using a two year reporting period. The last report issued under this approach was for the two year period ending June 30, 1984.

On April 12, 1985 OMB Circular A-128 "Audits of State and Local Governments" requirements were issued which superceded previously issued audit requirements. The circular is effective for state and local governments with fiscal years that began after December 31, 1984; however, early application was encouraged.

We have implemented the requirements of OMB Circular A-128 for the year ended June 30, 1985. As a result, the financial data for the student financial assistance programs have been audited under the current requirements for the period ending June 30, 1985, and have been included in the annual financial report of the district.

Specific procedures administered during our examination of the federal student financial assistance programs include:

- 1) Conducted study and evaluation of internal controls present over all federal student financial assistance programs.

- 2) Tested internal control system over major federal programs (PELL).
- 3) Performed detailed compliance tests of the Pell grant program in accordance with "Audit Guide of Student Financial Assistance Programs."
- 4) Reconciled financial aids department internal records with the district accounting records.
- 5) Reviewed year end completion reports for all SFA programs for accuracy and completeness.
- 6) Reported financial and compliance results in text of the district's annual financial report.

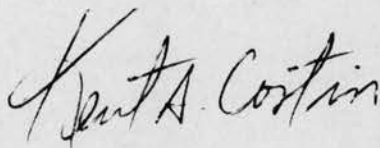
Due to the timing of the engagement letter (dated December 1984) it was not anticipated that the recent changes would result in the change in our audit approach as I have just discussed.

I hope that this is sufficient explanation to support the additional \$2,241 fee charged for the student financial assistance programs for the year ended June 30, 1985.

Please call if you have any questions or concerns.

Sincerely,

EIDE HELMEKE & CO.



Kent A. Costin, CPA

mkj

Eide Helmeke & Co.

Certified Public Accountants

December 18, 1985

Board of Education
Independent School District No. 152
Moorhead, Minnesota

We are summarizing herein, for your review and as a matter of record, our arrangements relating to the examination of the financial statements of the district.

Our examination will be in accordance with generally accepted auditing standards and will include such testing of the accounting records of the district and the examination of such evidential matter as we deem necessary and appropriate for the purpose of expressing an opinion on the financial statements. Our engagement will encompass the single audit concept as promulgated by O.M.B. Circular A-128. If conditions discovered in the course of our examination, however, are of such significance as to preclude the expression of an opinion on the financial statements, or necessitate qualification thereof, we will promptly inform you of such fact and discuss the matter with you.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected creditors, legal counsel and banks. At the conclusion of our examination, we will request certain written representations from you about the financial statements and related matters.

Because we will not perform a detailed examination of all transactions, there is an inherent risk that material errors, irregularities or illegal acts, including fraud or defalcations, if they exist, will not be detected by us. We will inform you of any such matters that come to our attention.

We understand that you will provide us with the basic information required for our audit and that you are responsible for the accuracy and completeness of that information. Although we will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, the responsibility for the financial statements remains with you. This responsibility includes the maintenance of adequate records and internal accounting controls, the selection and application of accounting principles and the safeguarding of assets.

During the course of our engagement, we may observe opportunities for economy in or improved controls over your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

Our charges for services will be at our standard hourly rates and will be billed monthly. We estimate the work will be completed at a total cost of fees and expenses of \$21,250 of which \$2,500 pertains to financial aids. This estimated fee assumes maximum cooperation from your personnel and that unexpected circumstances requiring additional time will not be encountered. If significant time is necessary, we will discuss the situation with you before expending the additional time.

Should our relationship terminate before the work is completed and a report issued, you will be billed for services to the date of termination. All bills are payable upon receipt. A finance charge of 1.0% per month will be added to all accounts unpaid 30 days after billing date.

If the foregoing is in accordance with your understanding of our discussions regarding the services to be performed by us, kindly acknowledge your acceptance by signing the duplicate copy of this letter in the space provided below and return to us.

EIDE HELMEKE & CO.

*Eide Helmeke & Co.
By Mc Clark, Partner*

ACCEPTED BY:

Name

Title

Date

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM DECEMBER 17, 1985 TO JANUARY 7, 1986

INVEST NO.	DATE	AMOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST (NET)	BANK OR S&L	BROKER
293	12-20-85	100000	05-19-86	8.70	3575	UNITED SAVINGS OF TEXAS	HIGH YIELD
294	12-20-85	100000	05-19-86	8.75	3596	WESTERN S & L	HIGH YIELD
295	12-20-85	100000	05-19-86	8.75	3596	SANTA BARBARA S & L	HIGH YIELD
				TOTAL INTEREST	10767		

Moorhead State University
Moorhead, Minnesota

FACILITIES RENTAL AGREEMENT

RENTAL AGREEMENT FOR USE OF Nemzek Stadium and Locker Rooms

The following constitutes a rental agreement between Moorhead Public Schools

_____ and Moorhead State University.

for 1986 home football games

on September 2, September 12, September 27, October 3, October 15, 1986

Rehearse _____

Event 7:30 pm

TERMS OF AGREEMENT:

1. Basic Rental Fee of \$ 825.00 per game payable to Moorhead State University.
2. All Concession Rights are reserved exclusively for Moorhead State University.
3. Extra labor costs for areas listed below will be paid by Moorhead Public Schools if necessary.

Building Preparation: _____ "

Set-Up & Clean Up: _____ "

Maintenance/Custodial: _____ "

Technicians: _____ "

Student Help: _____ "

4. Extra costs for use of:

Lighting: _____ "

Equipment: _____ "

TOTAL: \$ 825.00 per game

5. It is understood that Moorhead Public Schools will assume the responsibility for supervising all activities in this rental. That they are liable for any and all damage to facilities or equipment used. That they agree to provide indemnity and exempt Moorhead State University for all accidents arising out of the rental operation. It is further understood that Moorhead State University assumes no responsibility for loss of property, accidents or injuries to participants, spectators or officials during the period of time conditions of this rental are in effect. The Renter will be held responsible for any damage to MSU property or for any missing materials or property of MSU.

6. SPECIAL CONDITIONS:

Moorhead Public Schools will provide ticket sellers, ticket takes, ushers and field guards. Police will be hired and must be present indoors and outdoors. Moorhead Public Schools will be responsible to furnish emergency services, first aid, stretcher. Copy of public liability and bodily injury insurance to be returned with signed contract. (\$500,000). MSU will line the field, provide custodial services, provide grounds and parking services. All advertising to list location on the campus of

Moorhead State University.

Signatures:

Carol Shuring
President or Authorized Representative

12-1-85
Date

Renter

Date

Advisor

Date

BAND	GRADE	SUBGRADE

Job Description

ARTHUR YOUNG

TITLE Staff Development Teacher		DEPARTMENT/SECTION	JOB NO.
------------------------------------	--	--------------------	---------

TITLE OF IMMEDIATE SUPERVISOR Assistant Superintendent for Instruction

JOB SUMMARY The Staff Development Teacher Trainer assists the Assistance Superintendent of Instruction in the planning, coordination and delivery of inservice and staff development activities for professional staff members.
--

TASK NO.	DESCRIPTION	FREQUENCY	BAND/GRADE
1.	Establishes, organizes and maintains a staff development program for the improvement of instruction, including the following areas: a) Instructional skills b) Planning skills c) Knowledge and use of equipment and materials including technology d) Human relation skills e) Improve knowledge of subject matter content f) Improve knowledge of child growth and development g) Improve classroom management, problem solving and discipline skills		
2.	Develops news releases, flyers, correspondence and personal contacts to promote staff development programs.		
3.	Acts as a clearing house for workshops provided by outside agencies that can benefit staff.		
4.	Evaluates and assesses the programs of staff development, determines needs for new staff development programs and assists other staff in the development planning of staff development programs.		
5.	Works in conjunction with the Assistant Superintendent of Instruction in developing program budgets and monitoring program costs for staff development areas.		
6.	Coordinates programs and services with administrators and staff, providing instruction to staff and demonstration teaching with students.		
7.	Assists principals in maintaining and extending effective teaching and staff development.		

APPROVED ON BEHALF OF JOB EVALUATION COMMITTEE

DATE

ELEMENTS OF INSTRUCTION

SELECT OBJECTIVES AT THE CORRECT LEVEL OF DIFFICULTY

Formulate an Objective
Cognition / Learning / Behavior
Task Analysis
Diagnostic Activities
Informal
Formal
Inferred

TEACHING IS A STREAM OF DECISIONS,
THE IMPLEMENTATION OF WHICH
INCREASES THE PROBABILITY THAT
LEARNING WILL OCCUR.

Madeline Hunter

TEACH TO AN OBJECTIVE

Teacher Actions
Provide relevant information
Provide relevant questions
Provide relevant activities
Respond to the efforts of the learner

MONITOR STUDENTS LEARNING & ADJUST THE TEACHING

Elicit overt, relevant response
Check the response
Interpret the response
Act on the interpretation
Reteach
Practice
Move on
Abandon

PRINCIPLES OF LEARNING & AVOID THE ABUSE OF THE PRINCIPLES OF LEARNING

MOTIVATION

Level of Concern
Adjust proximity
Adjust time
Adjust visibility
Adjust accountability

Feeling Tone

Pleasant
Unpleasant
Neutral

Success

Level of difficulty

Interest

Vivid
Novel
Meaningful

Knowledge of Results

Specific
Immediate

RETENTION

Meaning
Relevant
Structure

Modeling
Product
Performance

Practice

How much?
How long?
How often?
How well?

Feeling Tone

Degree of Original Learning

Mnemonic Devices

RATE AND DEGREE OF LEARNING

Reinforcement
Positive
Negative
Extinction
Schedule of reinforcement

Active Participation

Overt
Covert
Overt / Covert
Level of Concern

Anticipatory Set

Active participation
Past experience
Relevant

Closure

Formal
Procedural

TRANSFER

Similarity

Association

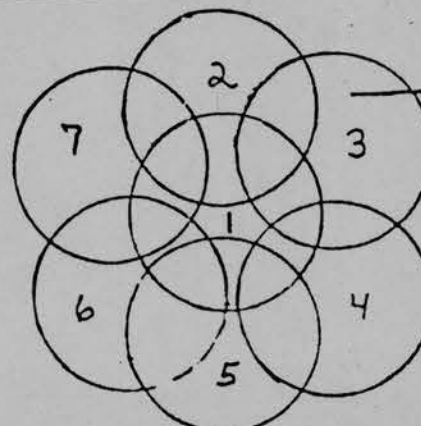
Degree of Original Learning

Critical Attributes

Categorization
Preliminary practice
Generalization
Unvarying elements

Responsibilities of the Teacher

1. Instructional Skills (See all of the above)
2. Knowledge of Child Growth and Development
3. Planning Skills (See Lesson Design)
4. Knowledge of Content
5. Classroom Management Skills
6. Human Relation Skills
7. Knowledge and Use of Materials



Lesson Design

Diagnosis ---- Instructional Objective

Anticipatory Set
Objective / Purpose
Input
Model
Check for Understanding
Guided Practice
Independent Practice
Closure

MEMO #S-86-100

TO: School Board

FROM: B. Lacher/B. Trochlil ^{Br}

RE: Architect/Engineer Selection

DATE: January 2, 1986

- I. Eighteen (18) firms submitted proposals
- II. Major Emphasis in Selection of an Architect/
Engineering Firm (by priority):

	<u>Weight</u>
1. capacity to perform	10
1.1 similar project experience	
1.2 management depth	
1.3 in house resources	
1.4 organizational stability	
1.5 team compatibility	
1.6 grasp of project parameters	
2. general observations	9
2.1 clear expression of services	
2.2 proper concerns	
2.3 fee structure (flexibility & philosophy)	
2.4 references	
2.5 repeat clients	
3. residency/office location	8
4. achievements/awards	7
5. litigation experience	6
6. definition/basic services	5
6.1 on site observation	
6.2 additional services	
7. suggestions on completion of work and timelines	4
- III. Two recommended alternatives in selecting architectural/engineering services
 1. awarding all projects to one architectural/engineering firm
 2. award segment of projects to separate firms
 - 2.1 site development/repair
 - 2.2 roof replacement
 - 2.3 exterior window/wall replacement
(North & South Middle Schools)
 - 2.4 window replacement at elementary schools
 - 2.5 parking areas, landscaping and decorating as may be required

5/mg/Bo 5
min
1-28-86

Regular Meeting
Board of Education
Independent School District #152
January 28, 1986

Members Present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Wayne Puppe, Anton Hastad and Ben Trochlil.

The meeting was called to order by chairperson, Mike Hulett.

PREVIEW - Ben Trochlil previewed the agenda, adding Personnel.

ARCHITECT SELECTION - Ben Trochlil reviewed the criteria used in the administration's recommendation of Foss and Associates as the architect/engineering firm for the 2.5 million bond election.

Wayne Puppe moved, seconded by Doug Fagerlie, to approve the selection of Foss & Associates as the architect/engineering firm for the 2.5 million bond election. Motion carried.

TRANSPORTATION - SENIOR HIGH - The administration has made arrangements for 8:00 a.m. transportation. Alternatives for 1986-87 were discussed.

SCHOOLS OUT PROGRAM - Colleen Fowler of the YMCA briefed the Board regarding the Schools Out Program and the cooperative efforts between Moorhead Schools and the YMCA.

The Board directed the administration to facilitate an opportunity for Colleen to speak to the building principals regarding space sharing.

MASTERY READING GRANT PROPOSAL - Bob Jernberg reviewed the Mastery Reading Grant Proposal requesting \$125,000 for a Mastery Reading Program in K-3 for the 1986-87 school year.

Doug Fagerlie moved, seconded by Anton Hastad, to authorize the submission of the Mastery Learning Grant to the State Department. Motion carried.

PERSONNEL - Curt Borgen moved, seconded by Anton Hastad, to approve the following personnel changes:

New Employee

Jane Rawlings - Coordinator for the Handicapped Adult Program, 15-20 hours per week at \$11.00 per hour, effective January 8.

Leave of Absence

Cindi Andel - Cook's Helper - Senior High, Maternity Leave from January 17 through March 14.

Debra LaQua - School Psychologist currently on one-year leave of absence, extension of leave for one year

Regular Meeting
Board of Education
Independent School District #152
January 28, 1986
Page Two

PERSONNEL - (continued)

Return from Leave of Absence

Shirley Berg - Elementary Music Teacher - returning from five-year leave of absence for the 1986-87 school year.

Motion carried

STUDENT CENSUS/TRANSPORTATION - Doug Fagerlie moved, seconded by Curt Borgen, to authorize the administration to employ transportation consultant Robert Larsen to assist in developing student census data and maps to be used in transportation planning with a cost not to exceed \$4,000. Motion carried.

CENTRAL ADMINISTRATION CONTRACTS - Dean Guida moved, seconded by Curt Borgen, to approve the administration contracts for 1985-87 with a 12.36% increase for the two years. Motion carried by roll call vote: Seigel - yes; Guida - yes; Borgen - yes; Hulett - yes; Fagerlie - yes; Puppe - yes; Hastad - abstain.

ESL CLASSROOM AIDE - Bob Jernberg reviewed a proposal requesting an ESL classroom aide for Washington School due to an increased load of new students with little or no English.

Doug Fagerlie moved, seconded by Anton Hastad, to approve the employment of an ESL aide at Washington for up to three (3) hours per day for the remainder of the 1985-86 school year only. Motion carried.

CALENDAR COMMITTEE - Doug Fagerlie briefed the Board on the progress of the Calendar Committee.

Jeanne Seigel, Clerk

5/m9/B05
min
1-14-86

Regular Meeting
Board of Education
Independent School District #152
January 14, 1986

Members Present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Wayne Puppe, Anton Hastad and Ben Trochlil

The meeting was called to order by chairperson, Mike Hulett.

PREVIEW - Ben Trochlil previewed the agenda, adding Personnel, MEA and Board Meet and Confer on Extra Curricular and Chamber "Wake Up Moorhead".

APPROVAL OF MINUTES - Anton Hastad moved, seconded by Jeanne Seigel, to approve the minutes of December 10 and the corrected minutes of December 17, 1985. Motion carried.

CLAIMS - Dean Guida moved, seconded by Curt Borgen, to approve the claims, subject to audit, in the amount of \$993,258.18. Motion carried.

GENERAL FUND	\$133,519.56
FOOD SERVICE	39,421.16
TRANSPORTATION FUND	86,572.56
COMMUNITY SERVICE	8,285.30
CAPITAL EXPENDITURE	19,184.91
CONSTRUCTION FUND	8,995.58
DEBT REDEMPTION	367,497.00
MAVTI-GENERAL FUND	122,052.50
MAVTI COMM SERVICE	3,078.39
VO-TECH CAP. OUTLAY	26,968.58
VO-TECH BLDG FUND	16,348.47
VO-TECH BOND RDTN	134,143.71
REPAIR & BETTERMENT	276.62
FED FINANCIAL AIDS	10,819.92
AVTI STUD SEN & MISC	10,150.44
TOWNSITE CENTRE	5,943.48
GRAND TOTAL	\$993,258.18

COMMUNICATIONS - Mike Hulett read a letter from John and Marie Leiseth, thanking the District and Board for the use of a wheelchair at school for their son and the cooperation shown by his teachers.

A letter was read from Reinie Utke regarding implementation of an all night celebration for graduating seniors at the Senior High this year.

Regular Meeting
Board of Education
Independent School District #152
January 14, 1986
Page Two

EARLYBIRD TRANSPORTATION - Curt Borgen moved, seconded by Anton Hastad, that the district offer transportation for all rural students who are enrolled in 8:00 A.M. classes, A.M. only, for the rest of the school year.

Dean Guida moved, seconded by Wayne Puppe, to table the motion until January 28 at which time they would have a legal opinion from the attorneys on what option they should take and a cost analysis on transporting rural students to 8:00 classes. Motion failed on roll call vote: Seigel - no; Guida - yes; Borgen - no; Hulett - no; Fagerlie - yes; Puppe - no; Hastad - no.

The original motion was passed by roll call vote: Seigel - yes; Guida - yes; Borgen - yes; Hulett - yes; Fagerlie - yes; Puppe - no; Hastad - yes.

AUDIT PROPOSAL FEE FOR 1984-85 - Wayne Puppe moved, seconded by Dean Guida, to approve the payment of \$2,241 to the auditing firm of Eide, Helmeke and Co. Motion carried.

AUDIT FOR 1985-86 SCHOOL YEAR - Wayne Puppe moved, seconded by Anton Hastad, to retain the services of Eide, Helmeke & Co. for the 1986 audit at a proposed cost of \$21,250. Motion carried.

CONSIDER INVESTMENTS - Anton Hastad moved, seconded by Curt Borgen, to approve investments #293 through #295 as shown. Motion carried.

RENTAL AGREEMENT FOR USE OF NEMZEK STADIUM AND LOCKER ROOMS - Curt Borgen moved, seconded by Anton Hastad, to approve the rental agreement with Moorhead State University as presented. Motion carried.

STAFF DEVELOPMENT TEACHERS - Dean Guida moved, seconded by Curt Borgen, to approve the assignments of Barb Anton and Gloria Anderson as staff development teachers. Motion carried.

PERSONNEL - Wayne Puppe moved, seconded by Anton Hastad, to approve the following personnel changes:

New Employees

Marlene Kensrud - L.D. Teacher, Senior High/Middle School
North Campus, effective January 20, 1986, MA (6) \$11,186.56
(\$22,882.00 base)

Vicki Mattfeld - Occupational Therapist, Riverside/Washington/
Probstfield Elementary, effective January 20, 1986, BA (3)
\$8,142.64 (\$16,656.00)

Regular Meeting
Board of Education
Independent School District #152
January 14, 1986
Page Three

PERSONNEL - New Employees (continued)

Korri Fischer - Physical Education/Health Teacher, Senior High, effective January 20, 1986, BA (0) \$5,236.00 (\$16,656.00 base)

Virginia Ingebretsen - Custodian, Senior High, effective January 8, 1986, \$7.93 per hour

Scott Lien - Custodian, Middle School North Campus, effective January 15, 1986, \$7.93 per hour

Leslie Hovland - Life Science Teacher, Middle School South Campus, .429 time, effective January 20, 1986, BA+15 (6) \$4,160.64 (\$19,840 base)

Change of Contract

Vicki Frederick - TMH aide, Edison, addition of three hours at Senior High, effective January 20, 1986, \$5.75 per hour.

Leave of Absence

Lori Swanson - ED teacher, Probstfield Elementary, effective January 3, 1986, to the end of the school year 1985-86

Motion carried.

LEASE AGREEMENTS - Jeanne Seigel moved, seconded by Curt Borgen, to approve renewal of leases with American Crystal Sugar and Clay County Veterans at Townsite Centre. Motion carried.

ARCHITECT/ENGINEERING SELECTION - Jeanne Seigel moved, seconded by Curt Borgen, to approve the firms of Foss & Associates; Hunter-Grobe; Triebwasser and Associates and Yeater, Hennings, Ruff, to be interviewed for architect/engineer selection at a special Board meeting on Tuesday, January 21, at 5:00 P.M. Motion carried.

MSBA CONVENTION - Ben Trochlil discussed the 'What Is' and the 'What Ought To Be' of the MSBA convention with the Board and suggestions were made as to changes the Board may like to make.

"WAKE UP MOORHEAD" - Ben Trochlil informed the Board of Chamber of Commerce meetings, "Wake Up Moorhead", to be held the second Tuesday of each month at the Ramada Inn and urged Board members to attend.

Jeanne Seigel, Clerk

5/mg/BOS
m.n
1-21-86

Regular Meeting
Board of Education
Independent School District #152
January 21, 1986

Members Present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Wayne Puppe, Anton Hastad and Ben Trochlil

The meeting was called to order by chairperson, Mike Hulett.

PREVIEW - Ben Trochlil previewed the agenda, adding Administrative Salaries.

ARCHITECT/ENGINEER INTERVIEW - The following firms were interviewed by the Board:

Yeater, Hennings and Ruff
Triebwasser and Associates
Hunter - Grobe
Foss and Associates

The Board will determine the method of award and the final selection will be made on Tuesday, January 28.

ADMINISTRATIVE SALARIES - Discussion was held on administrative salaries.

Jeanne Seigel, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, Jan. 28 at 7:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie	Dean Guida
Jeanne Seigel	Anton Hastad
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. Consider Architect Appendix A
 2. Review Transportation - Senior High School Appendix B
 - B. NEW BUSINESS
 1. Review 'Schools Out' Program Appendix C
 2. Consider Mastery Reading Grant Proposal Appendix D
 3. Consider Personnel Appendix E

4. Consider Student Census

Appendix F

5. Consider Central Administration
Contract

Appendix G

6. Consider ESL Classroom Aide

Appendix H

VIII. FOR YOUR INFORMATION

Appendix Z

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

X. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, February 11, 1986

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

UNFINISHED BUSINESS

1. Architect Selection (Trochlil) Appendix A

Explanation: The administration will make a recommendation at the meeting.

2. Transportation - (Jernberg) Appendix B
Senior High

Explanation: The administration has made arrangements for 8:00 a.m. transportation. Alternatives for 1986-87 are being prepared.

Recommendation: For information/discussion

NEW BUSINESS

1. Schools Out Program (Jernberg) Appendix C

Explanation: Colleen Fowler of the YMCA will brief the Board regarding the Schools Out Program and the cooperative efforts between Moorhead Schools and the YMCA.

Recommendation: For information only

2. Mastery Reading (Jernberg) Appendix D
Grant Proposal

Explanation: By utilization of the planning grant for Mastery Reading, a grant proposal has been prepared requesting \$125,000 for a Mastery Reading Program in K-3 to be utilized for the 1986-87 school year.

Twenty-five finalists have been selected from an original ninety-four applying districts. The State Department will award ten grants.

Appendix D-1 contains a draft copy of the grant proposal.

Recommendation: Move to authorize the submission of the Mastery Learning Grant as proposed.

3. Personnel (Bergen) Appendix E
New Employee
Jane Rawlings, Coordinator for the Handicapped Adult Program,
15-20 hours per week at \$11.00 per hour, effective January 8.

Leave of Absence

Cindi Andel - Cook's Helper - Senior High, Maternity Leave
from January 17 through March 14

Return from Leave of Absence

Shirley Berg - Elementary Music Teacher - returning from five-
year leave of absence for the 1986-87 school year

Recommendation: Move to approve the personnel changes as
shown.

4. Student Census/ (Lacher) Appendix F
Transportation

Explanation: To develop efficient schedules and routes for
transportation in 1986-87, the district needs to develop basic
information of student residence during the next six weeks.

Recommendation: Move to authorize the administration to
employ transportation consultant Robert Larsen to assist in
developing student census data and maps to be used in trans-
portation planning. The cost will not exceed \$4,000.

5. Central Administration (Guida) Appendix G
Contracts

Explanation: An agreement may be reached before this meet-
ing. As soon as the information is available, the Board
will receive the material.

6. ESL Classroom Aide (Jernberg) Appendix H

Explanation: Appendix H-1 contains a proposal requesting an
ESL classroom aide for Washington School due to an increased
load of new students with little or no English. Investiga-
tion of need and alternatives has been made and will be
discussed with the Board .

Recommendation: Move to approve the employment of an ESL
aide at Washington School for up to three (3) hours per day
for the remainder of the 1985-86 school year only.

"WE ARE PROUD"

Appendix I

1. Appendix I-1 contains an article from the Minnesota Elementary School Principal which was written by Lynn Prom.

The article is a review of the STEP program. We are proud of the program and efforts that Lynn put into the article.

2. The United Way fund raising for the district:

1985 - \$101,427.00 1986 - \$106,462.00

United Way has indicated that "education is a bright spot as far as the total campaign." Bruce Gravalin chaired the Education Division. Lowell Bolger and Ron Ness took responsibility for the Moorhead School District.

3. Fran Laske and Jim Thom were selected by the nationwide magazine, School Library Journal, January, 1986, to review the film "Facing It - My Friend's An Alcoholic."

FOR YOUR INFORMATION

1. School Board Election Timeline

Monday, April 7 - Opening for Filing
Tuesday, April 22 - Closing for Filing
Tuesday, May 20 - School Board Election

2. The Minnesota Department of Education has granted \$5,993 for a program for handicapped adults. This amount is to be matched by local community education funds. The purposes of the program are to facilitate the participation of handicapped adults in adult education classes, to do a needs survey of handicapped adults in the Moorhead School District, to expand our reading program to serve handicapped adults, and to increase the number of sessions of the recreational program for the handicapped.

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Futures Committee	Monday, Jan. 27	4:00-7:00 p.m.	Townsite
Policy Review	Monday, Jan. 27	7:00 p.m.	Townsite
Jan Curry-Title IX Presentor	Monday, Jan. 27 Tuesday, Jan. 28 Tuesday, Jan. 28	3:30-5:00 p.m. 1:30-2:30 p.m. 10:00-11:30 a.m.	Senior High Senior High MAVTI
Futures Committee	Tuesday, Jan. 28	8:30-11:00 p.m.	Townsite
Jan Curry-Title IX	Wednesday, Jan. 29 Wednesday, Jan. 29	10:00-11:30 a.m. 1:30-2:30 p.m.	MAVTI MAVTI
Meet and Confer (Teachers)	Tuesday, Jan. 29	6:00 - 7:15 p.m.	Townsite
Intergovernmental Retreat	Friday, Jan. 31 and Saturday, Feb. 1	1:00 p.m. - 8:30 a.m.	Detroit Lakes
MSBA Training Session "All on Board"	Wednesday, Feb. 5	6:30 - 10:00 p.m.	Fergus Falls
'Count Bassie' Concert (sponsored by Moorhead High School Concert Band	Thursday, Feb. 6	7:30 p.m.	High School
Joint Powers	Thursday, Feb. 6	7:00 a.m.	County Courthouse
Learning Bank	Monday, Feb. 10	7:15 a.m.	Fargo Board Room
Wake Up, Moorhead (Chamber of Commerce)	Tuesday, Feb. 11	7:30 a.m.	Ramada Inn

8-20-85

MOORHEAD PUBLIC SCHOOLS
Moorhead, Minnesota85-86 Budget
(Year)PROPOSAL FORMNAME OF BUILDING: George Washington ElementaryTOPIC OF PROPOSAL: ESL Classroom AideSUBMITTED BY: Robert E. Olson/Sylvia Oie DATE: 1-15-86SUBMITTED TO: Dr. Ben Trochlil DATE TO BE IMPLEMENTED:
Mr. Robert Jernberg
Cabinet Immediately

BUSINESS OFFICE REVIEW WITH COMMENTS ATTACHED: _____

PERSON RESPONSIBLE TO RECOMMEND
TO SUPERINTENDENT: _____

Recommendation (by person responsible):

See comment below
Approve X Disapprove _____ Hold _____ Refer to Cabinet _____
Date 1/22/86

Complete a description of your program proposal. All eight (8) areas must be addressed. Information in support of your proposal should be as comprehensive as possible and must support the district philosophy. (What's your marketing strategy...Who will make it work?)

1. Describe the proposal for funding.

A full time teaching aide is requested to assist the ESL teacher. This aide would tutor LEP students under the direction of the ESL teacher.

After investigation of this proposal and discussion regarding alternatives, it is my recommendation that we allow up to three (3) hours per day for the remainder of the school year only.

R. Jernberg

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

Washington is the target school for elementary LEP students in our district. Currently there are 19 students who are being served. (Six from the Middle School North) Of these 19, all but six are new to our school within the past year. The 19 students range from kindergarten through sixth grade.

All of them would benefit from having more ESL daily. It is not possible now with one ESL teacher. Title I services have been cut back, so these students who have received small group help in reading in the past do not get this help now until they reach a higher level of proficiency in English. More Hispanic students are being referred for language testing. Lutheran Social Service has indicated more refugee families will be coming this year.

In the long run an aide should prove to be cost efficient as a more intense ESL program in the beginning will greatly lessen the need for continued help.

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

Without an aide the students will receive less daily time studying English under direct supervision. This will lengthen the time it takes for them to become proficient in English causing frustration on part of students and teachers.

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

A student aide from the college may be used for an hour daily during spring quarter.

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

PROPOSAL BUDGET

PERSONNEL	*1 Number Re-quested	Total Cost	Code to be Charged	Reimburse-ment (Fed/State)	Net District Cost
Administrators					
Teachers					
Clerical					
Aides:	8:15-3:15				
No. & Hrs/Day	7				
Teacher Aides	1	3136			3136
Noon Aides					
FRINGE BENEFITS	Total Salaries			X 20%	
	Worker's Compensation X salary X .0043 =				
SUPPLIES					
*2 CAPITAL OUTLAY					
OTHER EXPENSES					
*3 TOTAL COST		Net District Cost 3136			
Comments on budgetary items:					
Authorize 3 hrs max / day of total cost of \$1,344 if board approves.					

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

6. Space implications (short/long range).

The classroom for ESL is now located in a large room separated from other classrooms by moveable wall dividers. This space could be enlarged by moving walls and adding another wall panel or two.

7. Equity implications.

The position could be filled by a man or a woman.

8. Suggested timeline for implementation.

The aide should be hired immediately and employed through the end of the year. It could be re-evaluated at that time.

9. Other comments:

Educating the Able: A New Look at an Established Program

Lynn Prom
Gifted Director
S.T.E.P., Moorhead, MN

Minnesota has long been recognized as a state where the people believe in special programming for gifted students. The legislature, the State Department of Education, and the public schools have committed time and/or money in efforts on behalf of able learners.

Last year 409 out of 434 school districts in Minnesota received state funds for gifted programs. The programs, in various stages of development, involve 52,000 students, kindergarten through grade twelve. One program, called S.T.E.P., located in Moorhead, began in 1972 when there was no state funding.

S.T.E.P., (Supplemental Teaching and Enrichment Program) in the early developing stages depended upon community support, a committed advisory board, parent volunteers and dedicated community and college resource people. These people continue to be vital for the success of the program. The program, however, would have gone nowhere if it weren't for the vocal support of administrators and particularly principals. They have been actively involved from the beginning in designing and implementing the three components of the program.

The first component, the "pullout," is for students

in grades two through six, who meet at a learning center once a week for half-day enrichment activities. The curriculum, using a thematic approach, is designed and written by the learning center teacher and myself, the coordinator of S.T.E.P.

The second component for students in grades seven and eight includes opportunities for acceleration in math, science, social studies and English. Expanded curriculum is written for these classes by the teacher of those classes with my assistance. The high school has expanded the number of accelerated and advanced placement classes. An Honors program was recently implemented at the high school with a weighted grading system. Teachers may apply for Honors status when they have developed an enriched curriculum. At the present time, only accelerated and advanced placement classes are designated Honors classes.

The third component is the consultation service offered to parents and teachers. Most of my time is spent with this component as I test students, plan individualized programs for students with particular needs, and help teachers write curriculum.

As coordinator of S.T.E.P., I spend one-fifth time at the junior high, three-tenths time at the high school, and five-tenths time with the elementary school program.

S.T.E.P. is considered a proven program and has been used as a model by many school districts. And so it was with great interest that I read the Richardson Study report just released, and used it to take a new look at Moorhead's program.

Four years ago, this study was begun by the Sid W. Richardson Foundation to discover what programs for able learners existed, which programs were the most effective and what recommendations could be made to assist schools in educating able learners. The study included site visits to proven programs, surveys sent to 16,000 public and parochial school districts (with 1600 returned), and conferences with teachers and administrations involved in programs for able learners. They also interviewed experts in the field of gifted education and surveyed the educational background of Mac Arthur Fellows:

The study is receiving national attention and therefore needs to be studied by gifted program directors, administrators and others interested in education of our able students.

From the results of the survey the following generalizations appeared:

1. The importance of the support of parents, teachers and peers to able students.
2. The need for independence with structure.
3. The recognition that school systems reward patterns of behavior inappropriate to an independent thinker, researcher or artist.

The survey resulted in the following administrative recommendations:

1. Develop a written philosophy for the education of able learners that is consistent to the goals and values of the school district.
2. A coordinator should be selected in the early planning stages.

3. Assess the current program. Keep the elements that are serving the needs well, and expand on other options.
4. Adopt flexible placing at all levels.

The study also found that programs are fragmented, even within one school district. Pullout programs, although the most popular type for educating able learners, is a part-time solution to a full-time problem.

After looking at the results of this study, I, as coordinator, might be tempted to dump our present program; eliminate the pullout component because I must acknowledge that there are questions and concerns that never go away concerning pullout programs:

- How can one be certain the student that needs the enrichment the most is in the program?
- Are there students out there who should be "in?"
- Is what you are doing in the pullout program more appropriate or better than what is going on in the classroom?
- Isn't the child missing out on something worthwhile. . . Does he/she have to "make it up" when he/she returns?

But then I ask, "What will replace the pullout component?" The Richardson Study recommends enrichment within the regular classroom. In Moorhead, classroom enrichment at this time can never replace the pullout component. Before classroom enrichment can be a viable option many changes need to occur: smaller class size, fewer interruptions, less mainstreamed students, some clerical support and most important, lost of inservice training in all areas of gifted education. So in the meanwhile, the Moorhead School District will stay with the pullout component. As the study advises, keep the elements of a program that are serving able students' needs. We will work, however, toward more and better classroom enrichment, so that one day the pullout component will not be necessary.

Another recommendation that concerns an administrative decision is flexible pacing. There seems to be a policy in most school districts to put a cap on reading and math in the elementary school. The study states that since not all students learn at the same rate, allowance must be made for all students to advance as they master content and skills. Flexible pacing does not mean racing through the curriculum. But too many students are lock stepped into one or more subjects. As the study points out, there is a need for independence within an appropriate structure.

Moorhead is gradually moving in the direction of flexible pacing. Some students in some schools who read three or more grades above their grade level may move into another grade level for reading. A few gifted math students may be selected to move up for math also. Principals must be supportive if this option is to occur. Moorhead needs to do more of this.

Five program types are described in the Richardson Study that best meet the needs of the able learners. They are:

1. Education with an international perspective, such as The International Baccalaureate Program

2. Intern and Mentor Programs
3. Shared commitment between college and public school (Post-Secondary Program is attempting to do that)
4. Summer Programs such as foreign language camps
5. Specialized schools

Although all of these are fine options, most are designed for secondary schools or are not feasible for smaller school systems.

There is much to be learned from the Richardson Study. The complete report is available from the University of Texas, P.O. Box 7819, Austin, Texas 78712.

We are pleased with the progress gifted education has made in Moorhead. Reports like the Richardson Study help us to evaluate what we are doing and give us the direction in which we need to move.

[Handwritten signature]

5/mg/8:25
min
2-11-86

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, February 11 at 5:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie _____	Dean Guida _____
Jeanne Seigel _____	Anton Hastad _____
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 January 14, 21 and 28, 1986.
- 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 Indian Grant Appendix C
 2. Review NASA Space Program Appendix D
 3. Consider Tuition Agreement Appendix E
 4. Consider Transportation and Travel Policy Appendix F
 5. Consider Married/Pregnant Students Policy Appendix G
 6. Consider Reduction Resolution Appendix H

- | | |
|---|-------------------|
| 7. Consider Approval of Investments | Appendix <u>I</u> |
| 8. Consider Preliminary Budget 1986-87
and 1987-88 | Appendix <u>J</u> |
| 9. Review MAVTI Proposed Calendar | Appendix <u>K</u> |
| 10. Consider Personnel | Appendix <u>L</u> |
| 11. Consider Insurance Increase -
Olson Bus Co. | Appendix <u>M</u> |

X. FOR YOUR INFORMATION Appendix Z

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

XII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, February 25

NEW BUSINESS

1. Indian Education Grant (Jernberg) Appendix C

Explanation: A grant proposal is being prepared in cooperation with the Fargo-Moorhead Indian Education Center and parents of Indian children in Moorhead. The proposal will have been prepared prior to Board meeting time.

Bob Jernberg and members of the Indian Education Parents Committee will discuss the proposal with the Board.

Recommendation: A recommendation will be given by administration at the meeting.

2. NASA Program Update (Jernberg) Appendix D

Explanation: Del Larson, 5th grade teacher at Washington Elementary, participated in the NASA program at Orlando, Florida. Del will review his visit to the Kennedy Space Center and inform the Board regarding his activities in providing resources to teachers and students in our district.

Recommendation: For information only.

3. Tuition Agreements (Swedberg) Appendix E

Explanation: Appendix E-1 is a tuition agreement from Fargo School District. The tuition agreement serves costs of a non-resident special education program which includes classroom, adaptive physical education, speech therapy, occupational therapy, school psychological services and administrative costs.

The total cost of the contract is estimated at \$7,500.00. The district will receive foundation aids and special education aids to cover approximately \$5,016.00, leaving a local cost of \$2,484.00 for the 1985-86 school year. This is part of the current budget.

Recommendation: Move to approve the tuition agreement with Fargo Public Schools.

4. Transportation and Travel (Trochlil) Appendix F
Policy

Explanation: Appendix F-1 is recommended for approval by the Policy Review Committee.

Major points in the discussion were rate per day for hotel/motel and food costs per day.

Recommendation: Move to approve the policy on transportation and travel (Code: DLC).

5. Married/Pregnant Students (Trochlil) Appendix G
Policy

Explanation: Appendix G-1 has been recommended to the School Board by the Policy Review Committee.

This policy is recommended by the State Department Human Rights Department.

Recommendation: Move to approve the policy on married/pregnant students (Code: JFF)

6. Reduction Resolution (Bergen) Appenedix H

Explanation: Appendix H-1 is the resolution directing the administration to make recommendations for reductions in programs, positions and the reasons. This is done each year as it is part of the planning process for the next school year.

Recommendation: Move to approve the resolution listed in Appendix H-1.

7. Approval of Investments (Lacher) Appendix I

Explanation: Approval is requested for investments #296 through #299 (Appendix I-1). All of these transfers (in and out) were by wire transfer.

Recommendation: Move to approve investments #296 through #299.

8. Preliminary 1986-87 and
1987-88 Budget

(Lacher)

Appendix J

Explanation: Enclosed are projections for the preliminary 1986-87 and 1987-88 General Fund budgets. This is based on the most recent projections of state revenues.

Recommendation: Move to accept projections and direct administration to prepare action to reduce preliminary deficits.

9. MAVTI Proposed Calendar

(Bergos)

Appendix K

Explanation: The AVTI Director has previously appeared before the Board and conducted a preliminary discussion concerning a major calendar revision. At that time, the Board supported the Director to proceed with a revised calendar proposal.

The Calendar Committee at the AVTI is proposing a calendar of 164 days of classes and six (6) workshop days for a total contract of 170 days. The teaching day will be extended from six (6) hours to six-and-one-half ($6\frac{1}{2}$) hours and the teacher work day will be expanded from six-and-three fourths ($6\frac{3}{4}$) hours to seven-and-one-fourth ($7\frac{1}{4}$) hours.

The Calendar Committee has sought the advice of all staff. In addition, students have been surveyed.

The major reasons for proposing the revised calendar are:

- *To parallel the Moorhead State University calendar as much as possible.
- *To allow school to start after Labor Day but still complete the year prior to Memorial Day.
- *To eliminate having to start the August summer session before the beginning of August.
- *To allow the first summer session to be completed before the beginning of July.
- *To provide longer breaks between the quarters.
- *By having fewer days of school, we reduce costs for students.
- *Earlier graduation facilitates getting jobs.

The proposed calendar and the Moorhead State University calendar are shown in Appendix K-1.

Recommendation: Request that the Board enter into negotiations with the exclusive representative in order to amend the master agreement which would allow a different calendar year for the AVTI.

10. Personnel

(Bergen)

Appendix L

New Employees

Debra Eidsmoe - SLD teacher, Edison Elementary (to replace Sandy Kortan on LTD) effective February 3, 1986, BA+30 (6.5) \$9,193.86 (\$21,217.00 base)

Emily Nerland - EBD teacher, Probstfield Elementary, (to replace Lori Swanson on leave of absence) effective February 10, 1986, \$9,838.21 (\$24,258.00 base)

Resignation

Susan Hamm - Community Arts Coordinator, effective January 31, 1986

Recommendation: Move to approve the personnel changes as shown.

11. Insurance Increase -
Olson Bus Co.

(Kaste)

Appendix M

Explanation: Liability insurance for Olson Bus and Charter Co. has increased by \$5,396.03 over budgeted amount. The contract provides for an adjustment as shown in Appendix M-1.

Recommendation: Move to approve an increase in the Olson Bus and Charter Company contract for \$5,396.03 per month effective the month of January.

'WE ARE PROUD'

1. Dan Kostich, football coach, is one of five presentors at the Northwest Minnesota Football Clinic, Thief River Falls, on February 8.
2. In the Speech and Debate Tournament held in Watertown, SD, Moorhead Senior High students who placed high in their categories were: John Tandy, Steve Wasson and Greg Mann. Harlan Schuck is the advisor.
3. Six students from Moorhead High participated in the academic decathlon at East Grand Forks involving teams from the northern part of Minnesota. They won first place with Brainerd second and St. Cloud Tech taking third. The students involved were Eric Brown, Darcy Landberg, Charles Li, David Money, John Tandy and Steve Wasson. They will compete in the State meet in January. Ken Tangen is the advisor.

4. Two teams of faculty from the Moorhead School District recently submitted proposals for the Corvus Hard Disk Computer Networking System Award grant. Over 1,200 schools applied for the 10 awards, and while they did not receive the \$30,000 award, the team from Washington Elementary, led by Donna Anderson, was runner up and received a \$1,000.00 award.

The team from South Campus, led by Mary Ann Schmidt, also received special commendation from Corvus and parts of their proposal which was described as "a highly articulate, imaginative piece of writing" will be used in promotional literature.

5. Jerry Koenig, Debra LaQua, Corrine Pestes, Don Ellingson and Bob Jernberg will make a presentation at the Learners at Risk Conference, sponsored by the Student Services Coalition for Effective Education of the Minnesota Department of Education, on the topic, "A Team Approach That's Working". This refers to a student service team approach to address the needs of at-risk learners.

FOR YOUR INFORMATION

Appendix Z

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Learning Bank	Monday, Feb. 10	7:15 a.m.	Fargo Board Room
Wake Up Moorhead	Tuesday, Feb. 11	7:30 a.m.	Ramada Inn
Title IX	Thursday, Feb. 13	7:00 a.m.	Townsite
Districtwide Workshop (Nelson Otto) (Child Abuse) No School for students	Friday, Feb. 14	8:30 - 3:45 p.m.	Senior High Auditorium
Presidents Day (no school for students and staff)	Monday, Feb. 17		
Meet and Confer (Principals Assn.)	Wednesday, Feb. 19	4:00 - 8:00 p.m.	Tree Top
PER Committee	Thursday, Feb. 20	7:00 a.m.	Townsite
School Effectiveness Workshop (no school for students)	Friday, Feb. 21	8:30 - 4:00 p.m.	Senior High
Policy Review	Monday, March 3	7:00 p.m.	Townsite
MSBA School Board Day	Wednesday, March 5	8:30 - 3:00 p.m.	State Capitol

Section 3

That, first party agrees to pay second party for all of the costs of education, related services, and boarding care for (child's name) Michael Czichotzki
That second party shall keep and provide first party with attendance records for (child's name) Michael Czichotzki and in the event that (child's name) Michael Czichotzki attends the school operated by second party for a period of less than a school year, then and in that event, first party will be liable for the period of time (child's name) Michael Czichotzki was in attendance, to the end of the month in which attendance ceases.

IN WITNESS THEREOF, the parties hereto have caused this agreement to be executed the day and year first above written.

RESIDENT SCHOOL DISTRICT APPROVAL:

THE SCHOOL BOARD OF Moorhead
PUBLIC SCHOOL NO. 152 OF Clay
COUNTY, STATE OF MINNESOTA
By: _____
President
And: _____
Clerk
Date: _____

RECEIVING SCHOOL DISTRICT APPROVAL:

THE SCHOOL BOARD OF Fargo
PUBLIC SCHOOL NO. 1 OF Cass
COUNTY, STATE OF NORTH DAKOTA
By: Rene J. Sundstrom
President
And: Shirley A. Johnson
Clerk
Date: 1-28-86

SUPERINTENDENT OF PUBLIC INSTRUCTION APPROVAL:

Approval of the curriculum and foregoing contract is hereby given, effective as of the _____ day of _____, 19____, under authority of Section 15-59-06 of the North Dakota Century Code.

State Superintendent of Public Instruction

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: DLC DATE: February 11, 1986
--	---

TRANSPORTATION & TRAVEL

Professional Meetings & Conferences

1. School Board members ~~may~~ will attend the National School Boards Association Convention, The Minnesota School Boards Convention, and other workshops or seminars within the limits of the budget set by the Board.
2. The Superintendent, Moorhead Administrators' Association, ~~and~~ Moorhead Supervisors' Association, ~~plus~~ and the Moorhead Principals' Association will attend conventions and conferences as outlined in the negotiated agreements or within the limits of the budget set by the Board.
3. ~~Teachers and counselors~~ Staff may be given permission to attend professional meetings, conferences, and conventions within the limits of the budget set by the Board of Education.

Mileage and Other Expenses

1. Staff is expected to use the school owned vehicles. However, if a school car is not available the mileage paid for use of individual automobiles will be based on the ~~Board approved rate (\$.20/mile.~~ IRS approved rate. The use of an individual's own car, when a school car is available, the district will pay \$.10/mile. For travel by air, tourist fare will be paid. The district encourages employees to use cash whenever possible to take advantage of discounts. Reimbursement will be made with receipt as soon as it can be processed.
2. Hotel or motel cost reimbursement will be on the basis of a receipt presented for the actual cost of the room, not to exceed ~~\$30.00~~ \$35.00 per day, unless a statement is submitted to explain reason for the additional expenditure. Lodging expenses in the Moorhead area will be reimbursed only when the employee is supervising students as part of an approved activity.
3. Food costs will be reimbursed on the basis of the actual cost of the meals, not to exceed ~~\$17.00~~ \$22.00 per day, including tips, unless special conference ~~banquet~~ arrangements necessitate an increased cost in which case a statement to that effect shall be submitted.

DLC (continued)

Reimbursement limitations for meals will be:

--Breakfast	\$4.00	<u>\$ 5.00</u>	(when leaving Moorhead before 7:00 a.m.)
--Lunch	\$5.00	<u>\$ 7.00</u>	(when leaving Moorhead before 12:00 noon)
--Dinner	\$8.00	<u>\$10.00</u>	(when leaving Moorhead before 6:00 p.m.)

(i.e. if you leave Moorhead at 9:30 a.m. the reimbursement would not exceed ~~\$17.00~~ \$22.00 for that day)

4. Registration fees and incidental costs will be reimbursed on the basis of actual cost and should be documented, where possible, with receipts. Laundry and personal telephone calls are not reimbursable expense.

Request Procedure

The Superintendent of Schools, the Assistant Superintendents and Directors and Supervisors should ensure that this policy is followed, and that all personnel assigned to their division use the "Request to Attend Professional Conference" and/or request for conference prepayment.

Extent of Travel

Reimbursement is available only for trips designated in Request. Arrangements for side trips to visit schools, etc., must be approved in order to be reimbursable.

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: JFF DATE ADOPTED: February 11, 1986
--	---

MARRIED/PREGNANT STUDENTS

It is the intent of this policy to allow all students equal opportunity to participate in the total school offering - both curricular, extra-curricular and/or co-curricular.

No student may be denied participation in any educational program or activity because of marital status, pregnancy, childbirth, false pregnancy, miscarriage, or termination of pregnancy, unless the student voluntarily requests to participate in a different program or activity.

Member _____ introduced the following resolution
and moved its adoption

RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE
RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND
POSITIONS AND REASONS THEREFOR.

WHEREAS. the financial condition of the school district #152 dictates that the School Board must reduce expenditures, and,

WHEREAS, there has been a reduction in student enrollment, and,

WHEREAS. this reduction in expenditures and decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and,

WHEREAS, a determination must be made as to which teachers contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

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

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economics in the school district and reduce expenditures and, as a result of a reduction in enrollment, make recommendations to the School Board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

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

whereupon said resolution was declared duly passed and adopted.

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM JANUARY 8, 1986 TO FEBRUARY 5, 1986

INVEST NO.	DATE	AMOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST (NET)	BANK OR S&L	BROKER
296	01-09-86	100000	08-13-86	9.00	5324	SUNBELT OF TEXAS	HIGH YIELD
297	01-09-86	100000	08-13-86	8.80	5207	AMERICAN S & L	HIGH YIELD
298	01-28-86	100000	06-12-86	9.00	3325	PLATTE VALLEY S&L	HIGH YIELD
299	01-28-86	100000	10-01-86	9.00	6065	FIRST FED S&L OF AUSTIN	HIGH YIELD
TOTAL INTEREST					19921		

MOORHEAD AREA VOC.-TECH. INSTITUTE--ACADEMIC CALENDAR 1987-88

SUMMER SESSION

August 3	Summer Session Begins
August 12-13	Vocational Conference (optional)
August 27	End of Summer Session

FALL QUARTER

September 3-4	Teacher Workshops
September 8	Beginning of Fall Quarter
October 15-16	MEA Break
November 25	End of Fall Quarter

WINTER QUARTER

November 30	Beginning of Winter Quarter
December 18	Last Day Before Holiday
January 4	Classes Resume
February 26	Last Day of Winter Quarter

SPRING QUARTER

Feb. 29-March 1	Teacher Workshops
March 2-3	Teacher Workshops (optional)
March 7	Beginning of Spring Quarter
March 31, April 1, 4, & 5	Easter Vacation
May 25	End of Spring Quarter and Graduation

SUMMER SESSION

May 31	Beginning of Summer Session
June 24	End of Short Summer Session
July 22	End of Long Summer Session

FOR DISCUSSION ONLY

MOORHEAD AREA VOC.-TECH. INSTITUTE -- ACADEMIC CALENDAR 1986-87

SUMMER SESSION

August 4	Summer Session Begins
August 13-14	Vocational Conference (optional)
August 28	End of Summer Session

FALL QUARTER

September 2-3	Teacher Workshops
September 4	Classes Begin
October 16-17	MEA Break
November 25	End of Fall Quarter

WINTER QUARTER

December 1	Beginning of Winter Quarter
December 19	Last Day Before Holiday
January 5	Classes Resume
February 27	Last Day of Winter Quarter

SPRING QUARTER

March 2-3	Teacher Workshops
March 4-5	Teacher Workshops (optional)
March 9	Beginning of Quarter
April 16, 17, 20	Easter Vacation
May 22	End of Spring Quarter and Graduation

SUMMER SESSION

May 26	Beginning of Summer Session
June 19	End of Short Summer Session
July 17	End of Long Summer Session

MOORHEAD STATE UNIVERSITY -- ACADEMIC CALENDAR 1986-1987 (JANUARY 1986)

DAYS	MONTH	DATES	EVENT	NDSU DATES
<u>FALL QUARTER</u>				
TU-WE	SEP	2-3	Registration/Orientation	TH-FR 4-5
TH	SEP	4	All Classes Begin	MO 8
TH-SA	NOV	13-15	Final Class/Exam Schedule	WE-SA 19-22
TU	NOV	18	Final Grades Due (3 p.m.)	-- --

<u>WINTER QUARTER</u>				
MO	DEC	1	Registration/Classes Begin	MO 1
FR	DEC	19	Last Class Day Before Holiday	FR 19
MO	JAN	5	Classes Resume After Holiday	MO 5
MO	JAN	19	Holiday (No Classes)	-- --
TU-TH	FEB	24-26	Final Class/Exam Schedule	TU-FR 24-27
MO	MAR	2	Final Grades Due (3 p.m.)	-- --

<u>SPRING QUARTER</u>				
MO	MAR	9	Registration/Classes Begin	MO 9
FR	APR	17	Holiday (No Classes)	FR 17
MO-WE	MAY	19-21	Final Class/Exam Schedule	TU-FR 19-22
FR	MAY	22	Commencement Exercises (2 p.m.)	SA 23
WE	MAY	27	Final Grades Due (3 p.m.)	-- --

(NDSU will observe holidays on Nov 11 and Feb 17 but not on Jan 19)

<u>SUMMER QUARTER</u>				
MO	JUN	8	Registration	MO 8
MO	JUN	8	First Session Begins	TU 9
--	--	--	Holiday	FR JUL 3
FR	JUL	10	First Session Ends	WE 15
MO	JUL	13	Second Session Begins	MO 20
FR	AUG	14	Second Session Ends	FR 21
FR	AUG	14	Commencement Exercises (8 p.m.)	-- --
TU	AUG	18	Final Grades Due (3 p.m.)	-- --

MOORHEAD STATE UNIVERSITY -- ACADEMIC CALENDAR 1987-1988 (JANUARY 1986)

DAYS	MONTH	DATES	EVENT	NDSU DATES
<u>FALL QUARTER</u>				
TU-WE	SEP	8-9	Registration/Orientation	TU-WE 8-9
TH	SEP	10	All Classes Begin	TH 10
TH-SA	NOV	19-21	Final Class/Exam Schedule	FR-TU 20-24
TU	NOV	24	Final Grades Due (3 p.m.)	-- --

<u>WINTER QUARTER</u>				
MO	NOV	30	Registration/Classes Begin	MO 30
FR	DEC	18	Last Class Day Before Holiday	FR 18
MO	JAN	4	Classes Resume After Holiday	MO 4
MO	JAN	18?	Holiday (No Classes)	-- --
TU-TH	FEB	23-25	Final Class/Exam Schedule	TU-FR 23-26
MO	FEB	29	Final Grades Due (3 p.m.)	-- --

<u>SPRING QUARTER</u>				
MO	MAR	7	Registration/Classes Begin	MO 7
FR	APR	1	Holiday (No Classes)	FR 1
TU-TH	MAY	17-19	Final Class/Exam Schedule	TU-FR 17-20
FR	MAY	20	Commencement Exercises (2 p.m.)	SA 21
TU	MAY	24	Final Grades Due (3 p.m.)	-- --

(NDSU will observe holidays on Nov 11 and Feb 15 but not on Jan 18)

<u>SUMMER QUARTER</u>				
MO	JUN	6	Registration	MO 6
MO	JUN	6	First Session Begins	TU 7
MO	JUL	4	Holiday (No Classes)	MO 4
FR	JUL	8	First Session Ends	WE 13
MO	JUL	11	Second Session Begins	MO 18
FR	AUG	12	Second Session Ends	FR 19
FR	AUG	12	Commencement Exercises	-- --
TU	AUG	16	Final Grades Due (3 p.m.)	-- --



Independent School District No. 152

Townsite Centre - 810 South 4th Avenue

Moorhead, Minnesota 56560

February 6, 1986

Mr. Ron Olson
Olson School &
Charter Bus Service
Rural Route 1
Moorhead, Mn 56560

SUBJECT: INSURANCE INCREASE FOR 85-86

Dear Mr. Olson:

In reviewing the cost increases for your liability coverage with Warner and Co. it appears the impact on your costs for school district transportation is:

	<u>1984-85</u>	<u>1985-86</u>	
Basic	* \$10,130	** \$20,165	
Umbrella	<u>1,500</u>	<u>0</u>	
Total	\$11,630	\$20,165	
		<u>-11,630</u>	
		8,535	Increased Insurance Costs
		<u>- 3,139</u>	Budgeted For Insurance Increase
Excess Increase	\$ 5,396	- 9	= \$599.56 Per Month

(* 500,000 Liability)
(** 1,000,000 Liability)

In accordance with our contract we will recommend an adjustment to your contract as noted above.

Thank you.

Robert Lacher

Robert Lacher
Asst. Supt. - Business

cc: Orv Kaste
Dr. Trochlil

INSINC

S/49/BOS
Min
2-25-86

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, February 25th at 7:30 p.m. in the Library/Media Center at the Senior High School.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie	_____	Dean Guida	_____
Jeanne Seigel	_____	Anton Hastad	_____
Mike Hulett	_____	Wayne Puppe	_____
Curt Borgen	_____	Ben Trochlil	_____

- I. TOUR/EXPLANATION OF THE SENIOR HIGH SCHOOL LIBRARY/MEDIA (IMC) COMPUTER CENTER
- II. CALL TO ORDER
- III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- IV. COMMUNICATIONS
- V. OPPORTUNITY FOR CITIZENS TO SPEAK
- VI. "WE ARE PROUD"
- VII. MOORHEAD AREA VOCATIONAL TECHNICAL INSTITUTE AGENDA
 - A. UNFINISHED BUSINESS
 - B. NEW BUSINESS
- VIII. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
 - A. UNFINISHED BUSINESS
 - B. NEW BUSINESS
 1. Consider CCCPP Resolution Appendix A
 2. Review Science Program Appendix B
 3. Consider Spanish Club Travel Appendix C
 4. Consider Personnel Appendix D
 5. Consider Bids on Glass Block Appendix E

6. Review Financial Guidelines
for 1986-87

Appendix F

IX. FOR YOUR INFORMATION

Appendix Z

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

XI. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, March 11 - 8:00 p.m.

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

NEW BUSINESS

1. Clay County Vocational (Swedberg) Appendix A
Cooperative Center
Resolution

Explanation: Appendix A contains a resolution and budget information regarding the Clay County Coordinated Preschool Program for the fiscal year 1986-87. The cost to the Moorhead Schools (covered by the cooperative levy) will be approximately \$4,000.

Recommendation: Move to adopt the Clay County Vocational Cooperative Center Resolution as presented.

2. Science Program Review (Jernberg) Appendix B

Explanation: Members of the staff will review the science program as to changes being implemented as a result of curriculum planning.

Recommendation: For discussion purposes.

3. Spanish Club Travel (Jernberg) Appendix C

Explanation: The Moorhead High School Spanish Club will be touring Mexico, including Mexico City, during the spring break.

Janet Larson, Moorhead High School teacher, will review the plans and itinerary with the Board.

Recommendation: Move to approve the Spanish Club travel as presented.

4. Personnel (Bergen) Appendix D

Retirement:

Harold Dokken - Custodian/AVTI - effective May 31, 1986

Robert Grangaard - Custodian/Washington - effective March 31, 1986

Recommendation: Move the approve the personnel changes as shown.

5. Bids for Overglazing (Lacher) Appendix E
Glass Blocks

Explanation: Appendix E contains a bid summary for installation of Lexan Protect-A-Close sheets over existing glass block. Funds for the project will come from special capital levy for energy conservation.

Recommendation: Approve the low bid of Fargo Glass and Paint in the amount of \$32,455.

6. Financial Guidelines (Lacher) Appendix F
for 1986-87

Explanation: Appendix F-1 and F-2 are the guidelines the administration is using in developing the 1986-87 budget.

Recommendation: For discussion purposes.

"WE ARE PROUD" Appendix G

1. Darvin Miller and John Glas were a part of a group of education leaders who worked in the development of a series of curriculum materials to be published later this year as a part of the Minnesota plan for Industrial Technology Education.
 2. Amy Myrah was selected to be in the "Spirit of America Marching Band." This band will perform in Europe from June 19 through July 14 this summer.
 3. Fran Laske was a member of 15 library/media staff who developed some essential learner outcomes in educational media in 1980 and is currently involved in the process of preparing a new edition called, "Learner Expectations in Educational Media."
 4. The Moorhead Academic Decathlon Team consisting of: Charles Li, Steve Wasson, David Money, Darcy Landberg, John Tandy, and Erik Brown placed fourth in state competition (refer to Appendix G). Charles Li won four individual medals.
-

FOR YOUR INFORMATION

1. Timelines for the 1986-87 budget will be reviewed.

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Sex Equity Forum	Thursday, Feb. 27	3:30 p.m.	Senior High
Policy Review	Monday, March 3	7:00 p.m.	Townsite
CCVC	Tuesday, March 4	10:00 a.m.	Middle School North Campus
MSBA School Board Day	Wednesday, March 5	All Day	Capitol-St. Paul
Joint Powers	Thursday, March 6	7:00 a.m.	Courthouse
Wake Up Moorhead	Tuesday, March 11	7:30 a.m.	Ramada Inn
County Board Election	Tuesday, March 11	(School Board meeting must be held after 8:00 p.m.)	
Title IX	Thursday, March 13	7:00 a.m.	Townsite
Teacher Center Education Fair	Thursday, March 13 & Friday, March 14		
Parent/Teacher Conferences-Elem.	Thursday, March 13 & Friday, March 14		
School Effectiveness Workshop	Friday, March 14	8:30-4:00	Middle School South Campus

MOORHEAD SCHOOL DISTRICT
RESOLUTION/CCCPP

Clay County Coordinated Preschool Program

WHEREAS, the member school districts of the Clay County Vocational Cooperative Center (CCVC) hereby agree to sponsor the Clay County Coordinated Preschool Program for the 1986-87 school year, and

WHEREAS, the (CCCPP) is a coordinated interagency effort of the membership of the CCVC, Ulen-Hitterdahl School District, County Public Health Department, County Social Services, Clay-Wilkin Opportunity Council, and Moorhead State University, and

WHEREAS, the (CCVC) is dedicated to the early intervention, and the early childhood education concept, and

WHEREAS, the Moorhead School District of Clay County is an integral part of the CCCPP;

NOW THEREFORE BE IT RESOLVED, that the Moorhead School District, No. 152, hereby resolves to continue its participation in the Clay County Coordinated Preschool Program for the 1986-87 school year, based upon the 1986-87 budget which is part of this resolution, and

FURTHER THEREFORE BE IT RESOLVED, that the Moorhead School District agrees (subject to approval by the other five member districts) to fund the excess costs for the CCCPP program for 1986-87 as follows:

1. Each of the six districts shall pay in advance a \$1,000 membership fee which will be utilized to pay those excess costs.
2. The excess costs of approximately \$4,200 in the direct services (remainder of the CCCPP) budget for 1986-87 shall be assessed back to the member districts based on use of services (i.e. total FTE students will be divided into the remaining excess costs for the program. That amount per student served will be billed back to each member district), and

FURTHER BE IT RESOLVED, that the Moorhead Resolution shall remain valid only subject to board approval in the other five member districts for the 1986-87 school year.

Upon roll call vote being taken, the following voted in favor of:

Against: _____

Whereupon said resolution was passed.

1986-87
PROPOSED BUDGET FOR CCCPP

BUDGETED EXPENSES:

Staff Salaries:	\$160,205.00
Projected Share of CCVCC Secretary:	3,709.00
Other Program Costs:	5,700.00
Administrative Costs:	<u>6,740.00</u>
Total Budgeted Expenses	<u>\$176,354.00</u>

ANTICIPATED REVENUES:

Special Education Aids on Staff Salaries:	\$111,702.00
Supplies:	550.00
Travel:	300.00
94-142 Flow through \$'s	1,320.00
Preschool Incentive Funds	600.00
Clay County Social Services	28,000.00
Foundation Aids	<u>23,166.00</u>
Total Anticipated Revenues	<u>\$165,638.00</u>

Excess Budgeted Expenses (\$10,216.00)

Membership Fee¹: 6,000.00

Excess Expenses after Membership Fee²: 4,216.00

¹Membership fee is simply the cost to a district to belong to the CCCPP.

²This amount will be assessed to the districts based upon the district's student participation in the program.

	<u>BUDGETED EXPENSES</u>	<u>REVENUES</u>	<u>EXCESS</u>
Staff Salaries	\$160,205.00	\$111,702.00	(\$48,503.00)
Other Program Costs:			
Supplies:	1,500.00	550.00	
Phone:	700.00	-0-	
Postage:	500.00	-0-	
Travel:	850.00	300.00	
Integration Costs:	1,350.00	-0-	
Substitute Pay:	300.00	-0-	
Staff Development:	500.00		
	<u>5,700.00</u>	<u>850.00</u>	(\$ 4,850.00)
CCCPP Share of Secretarial Staff (@.2 FTE)	3,709.00	-0-	(\$ 3,709.00)

1) Anticipates a 4% reduction in aids for 86-87.

Administrative Costs:

Insurance Fees:	\$ 450.00		
Legal Fees:	105.00		
Publishing:	160.00		
Fiscal Control:	1,590.00		
Executive Mgmt:	3,935.00		
Consultant Fees:	500.00		
	<u>\$ 6,740.00</u>	-0-	(\$ 6,740.00)

OTHER ANTICIPATED REVENUES

A. 94-142 flow through dollars (\$220x6 students)	\$ 1,320.00		
B. Preschool Incentive Funds (\$100x6 students)	600.00		
	<u>\$ 1,920.00</u>		
C. Clay County Social Services Commitment	\$ 28,000.00		
D. Foundation Aids:			
30 students x \$792.00 ($\frac{1}{2}$ FTE) =	\$23,750.00		
Less 2.5% anticipated aid reduction	594.00		
	<u>594.00</u>		
	\$ 23,166.00		
			(\$ 10,216.00)

1986-87
PROPOSED BUDGET FOR CCCPP

Lommen Hall • Moorhead State University • Moorhead, Minn. 56560 • Phone (218) 236-2006

Robyn R. Widley, M.S.
Project Manager

TO: School District #152 Board Members

FROM: Alan K. Swedberg, Evelyn C. Lynch and Robyn R. Widley

RE: Number of Children Referred to and Enrolled in the CCCPP SY 1985-86,
Estimated Costs 1986-87

Barnesville	:	1	(3%)
Dilworth	:	3	(8%)
Glyndon/Felton	:	3	(8%)
Hawley	:	1	(3%)
Moorhead	:	24	(67%)
Ulen-Hitterdal	:	4	(11%)
		<u>Total</u>	<u>36</u>

Barnesville	:	1	(3%)
Dilworth	:	3	(8%)
Glyndon/Felton	:	2	(5%)
Hawley	:	2	(5%)
Moorhead	:	27	(71%)
Ulen-Hitterdal	:	<u>3</u>	(8%)
		Total	<u>38</u>

	(membership fee	* + estimated % of excess cost)		
Barnesville	\$1,000	+	\$127	= \$1,127
Dilworth	1,000	+	\$338	= 1,338
Glyndon/Felton	1,000	+	\$211	= 1,211
Hawley	1,000	+	\$211	= 1,211
Moorhead	1,000	+	\$2,994	= 3,994
Ulen-Hitterdal	1,000	+	\$338	= 1,338

** Total Excess Cost = \$4,216.00

Cooperating agencies: Clay County Health Department / Clay County Social Services / Clay-Wilkin Opportunity Council / Moorhead State University
Participating school districts: Barnesville / Dilworth / Glyndon-Felton / Hawley / Moorhead / Ulen-Hitterdal

MEMO TO: BOARD OF EDUCATION
DR. TROCHLIL

FROM: ROBERT LACHER/ORV KASTE

DATE: FEBRUARY 17, 1986

SUBJECT: BIDS FOR OVERGLAZING GLASS BLOCK AT WASHINGTON,
RIVERSIDE & EDISON

BIDDERS	WASHINGTON	RIVERSIDE	EDISON	TOTAL
Fargo Glass & Paint Fargo, ND	17,828	7,348	9,316	32,455
Glass Unlimited West Fargo, ND	23,998	12,543	16,585	50,738
Nelson Window & Glass Moorhead, Mn	19,757	9,735	13,675	42,785
Rusco Window Moorhead, Mn	20,380	10,750	12,400	41,800
Door Glass Inc. Minneapolis, Mn	13,192	11,163	26,384	49,980

Budget: 1985-86 Capital Outlay, Special Energy Budget

Edison: \$7,450

Need 25,005 from 86-87 Capital Outlay Special Energy Levy.

Reduce energy and breakage costs.

Recommendation: Approve low bid meeting specifications for \$32,455.
Allocate additional costs from 86-87 dedicated energy funds.

overglaze

MEMO # S-86-114

TO: District Administration

FROM: B. Trochlil

RE: Financial Guidelines for 1986-87 Budget (Tentative and Preliminary)

DATE: February 25, 1986

I. General Fund

1. Foundation Aid 1986-87...\$1,690 (+6.6% over 1985-86...\$1,585)
...reduction of \$110.00 (\$1,580)
2. Foundation Aid 1987-88...\$1,690 (no increase)
- State worksheets on aids (available in office)
3. Energy...0% increase
4. Expenditures...0% increase
5. Salaries...actual amounts for settled contracts...projection must include comparable worth adjustments for unsettled contracts
7. Allocation of funds...effort to provide equity between organizational units (elementary - middle schools - high school)...
each building has determined their needs based on building goals and objectives
8. Deficit budget in 1985-86 (build with \$774,900) approx. \$380,000

II. Food

1. Price - no increase
2. Number of lunches - slight increase

III. Transportation

1. To keep the general fund from subsidizing the transportation fund, service provided will be based on a review of the transportation system...issues are: starting time...dismissal time...after-school shuttles...regular route construction...private school responsibilities
2. Eight (8) o'clock classes

IV. Community Service

1. No major change
2. Levy made in fall of 1986 will increase to accommodate Early Childhood/Family Education levy which was not made in fall of 1985 in order to reduce a fund balance

V. Capital Outlay

1. Basic levy.....\$520,500
2. Handicap access/safety code... 201,229
3. Asbestos/PCB..... 145,873

VI. Debt Redemption

1. Levy maximum and pay all bonds due

VII. Chapter I

Reduction of fifteen (15) percent

February 14, 1986

TO: MSBA LEGISLATIVE LIAISON AND SUPERINTENDENT OF SCHOOLS
FROM: MINNESOTA SCHOOL BOARDS ASSOCIATION
RE: LEGISLATIVE UPDATE

Legislative activity has increased and action can be expected on a number of important issues during the upcoming weeks. Main legislative concern continues to revolve around the state budget and it's ramifications on state departments and local units of government. Legislative action during this week include:

PROPOSED BUDGET CUTS

The House Education Finance Division of the House Education Committee adopted H.F. 1766 on February 13. This bill outlines the proposed cuts to education in response to the predicted state budget shortfall. As reported in prior mailings, the Governor proposed a \$63,000,000 education cut, plus a reduction of \$31,000,000 in tax credit payments to school districts. H.F. 1766, adopted on a straight party line vote, proposes to cut education by approximately \$11,517,000. Possible cuts in tax credit payments to school districts was not addressed in H.F. 1766 and will be discussed in the House Tax Committee at a future date. The provisions of H.F. 1766 include:

1. Foundation Aid Formula Allowance for 1986-87 remains unchanged at \$1690;
2. Specifies Foundation Aid Formula allowance of \$1690 for 1987-88;
3. Sets basic maintenance mill rate dollar figure for 1986, payable 1987, levy at rate of \$702,000,000 (same as 1985, payable 1986, figure);
4. Reduces transportation inflation factor for 1986-87 from 6.7% to 6.0% to reflect lower fuel price estimates (based on \$1.00 per gallon) which saves state approximately \$755,000;
5. Reduces 1986-87 transportation appropriation to reflect cancellations (saves state approximately \$1,194,100);
6. Exempts school bus driver endorsements from certain statutory provisions which prohibit persons from being qualified for public employment;
7. Limits use of aid and levy revenues for 1986 summer school programs to programs for handicapped pupils in levels 4, 5 and 6 of the continuum of placement model and provides for reduction of 1986 levies by excess amounts levied in 1985 (provides aid reduction of \$6,788,000);
8. Reduces various minor categorical aid programs and CQE grants and eliminates 1987 appropriation for the Arts Resource Center (aid reduction of \$2,780,070);
9. Makes no changes in metering system;
10. Makes no reductions in homestead and agricultural credits payable to school districts for 1986-87 (will be discussed in House Tax Committee);
11. Provides for restoration of 1986 summer school aids if the Commissioner of Finance determines prior to May 30, 1986, that excess moneys are available for that purpose;
12. Provides for restoration of Arts Resource Center Appropriations, CQE appropriations and departmental appropriations if the Commissioner of Finance determines prior to September 30, 1986, that excess moneys are available for that purpose;
13. Total cuts are in the amount of \$11,517,170; and
14. Allows special capital expenditure levies for Moose Lake and Mahtomedi school districts subject to reverse referendum.

The Governor's proposed cuts, H.F. 1766 and Senate proposals will continue to be discussed by the Legislature. Final cuts to education will not be known until both the House and Senate adopt a like bill, probably resulting from conference committee action. MSBA will continue to stress the need for adequate and stable funding for education. WE URGE ALL SCHOOL BOARD MEMBERS AND SUPERINTENDENTS TO CONTACT YOUR LOCAL LEGISLATORS IN REGARD TO THE PROPOSED CUTS TO EDUCATION FUNDING AND THE IMPACT ON YOUR SCHOOL DISTRICT.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

5/149/805
mcn
3-11-86
Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, March 11 at 4:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie	Dean Guida
Jeanne Seigel	Anton Hastad
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
 - 1. Consider Calendar Appendix A
 - B. NEW BUSINESS
 - 1. Consider Equipment Donation Appendix B
- VII. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
 - A. UNFINISHED BUSINESS
 - 1. Review Transportation Program Appendix C
 - B. NEW BUSINESS
 - 1. Consider Assurance of Mastery Procedures Appendix D
 - 2. Consider Acceptance of Gift Appendix E
 - 3. Consider Personnel Appendix F
 - 4. Consider Preliminary Budget for 1986-87 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, March 25, 1986

MOORHEAD AREA VOCATIONAL TECHNICAL INSTITUTE AGENDA

UNFINISHED BUSINESS

1. MAVTI Calendar (Bergos) Appendix A

Explanation: Information is not available at the time of this mailing. This may be an addendum item.

NEW BUSINESS

1. Equipment Donation (Bergos) Appendix B

Explanation: An assortment of electronic equipment has been donated to the Electronics Department at MAVTI by the Federal Aviation Administration (refer to Appendix B-1).

Recommendation: Move to accept the donation of electronic equipment to our Electronics Department.

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

UNFINISHED BUSINESS

1. Transportation Program (Lacher) Appendix C

Explanation: The facts on the performance and operation of transit buses in the metro area are found in Appendix C-1.

Recommendation: For your information

NEW BUSINESS

1. Assurance of Mastery (Jernberg) Appendix D
Procedures

Explanation: The district recently received a catalog of assurance of mastery implementation procedures. 1985 legislation requires implementation of Assurance of Mastery Procedures during the 1986-87 school year. The procedural requirements are:

1. To develop a local school board policy statement authorizing or summarizing the district AOM process;
2. To identify pupils (excluding special education and LEP pupils) who are not making sufficient progress in communications and mathematics by using evaluation procedures at least once during grades K-3, once during grades 4-6, once during grades 7-9 and once during grades 10-12;
3. To hold at least one parent conference and develop an individualized remediation plan for each pupil identified;
4. To consider the needs of handicapped and limited English proficient pupils; and
5. To report the district plan for implementing AOM in the district's PER report to the community.

Information relative to this legislation will be reviewed.

Recommendation: Move to direct the administration to prepare policies and procedures in response to Assurance of Mastery Learning legislation.

-
2. Acceptance of Gift (Swedberg) Appendix E

Explanation: We have received a contribution from the Altrusa Club of Moorhead in the amount of \$100.00 to offset the excess costs of students in Special Learning Disabled or Emotional Behavior Disorder programs attending Camp Buckskin in the summer of 1986 (Appendix E-1).

Recommendation: Move to accept the gift of \$100.00 from Altrusa Club of Moorhead and direct a letter of thanks be sent.

3. Personnel

(Bergen)

Appendix F

Early Retirement

Marlys Hofstrand - School Nurse, effective June 15, 1986

Wally Solien - Health Teacher, Senior High - effective May 30, 1986

Josephine Zaeske - First grade teacher, Edison Elementary, effective May 30, 1986

Resignation

Karen Pederson - EMH Aide, Washington Elementary, effective April 1, 1986

Jacquelyn Mann - Aide, South Campus, from April 28, 1986 through the end of the 1985-86 school year

Recommendation: Move to approve the personnel changes as shown.

4. Preliminary Budget
for 1986-87

(Lacher)

Appendix G

Explanation: The approval of a preliminary budget and to give authorization to the Business Office to publish and bid the purchase of supplies within the budgeted amounts is requested.

Recommendation: Move to approve the 1986-87 General Fund budget. Projections of Feb. 10, 1985: Revenue - \$14,397,100
Expenditures: 0 inc. \$14,634,527
4% inc. 14,807,908
5% inc. 14,881,253

'WE ARE PROUD'

1. The Moorhead Senior High team comprised of Charles Li, Steve Wasson, David Money and Michelle Page placed first in the "Knowledge Bowl" contest defeating nine area teams. Mike Hiebert, Karl Knutson, Stephanie Aman and Matt Solie teamed together to win third place.
2. Lorie Shasky, 6th grade student and a member of the Cloverteer's 4-H Club received a championship rating in the Clay County 4-H Speaking Contest on her topic titled, "Why I Like My School."
3. Keith Togstad served on the North Central Evaluation team at Cloquet, Minnesota.
4. Lynn Halmrast is a nominee for the presidency of the Minnesota Council of Exceptional Children.

5. Joel Ortega has been invited to the University of Oregon to assist in the development of a resource handbook project on "Fostering Quality Program Planning and Design in the Area of Serious Emotional Dsiturbance."
6. Roger Vettleson, high school social studies teacher, is a member of the local Constitutional Bicentennial Committee. The purpose of the committee is to bring to Moorhead nationally known lecturers focusing on the Constitution.
7. Kevin Zepper, a noon supervisor at North Campus and a substitute custodian, is one of 12 guest poets included in "Poets Eleven, Audible #2," an audio cassette anthology of poets presenting their own work. The topics vary from fantasy to nuclear apocalypse.
8. Sheila Larson, senior, placed second in General Clerical II in the Regional OEA Contest in Bemidji February 12.

FOR YOUR INFORMATION

Appendix Z

Calendar of Events

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Wake Up Moorhead	Tuesday, March 11	7:30 a.m.	Ramada Inn
County Board Election	Tuesday, March 11		
Title IX	Thursday, March 13	7:00 a.m.	Townsite
Teacher Center Education Fair	Friday, March 14 & Saturday, March 15		
Parent/Teacher Conferences-Elem.	Thursday, March 13 & Friday, March 14		
School Effectiveness Workshop	Friday, March 14	8:30-4:00	Middle School South Campus
CCVC Fashion Show	Monday, March 17	7:30 p.m.	Regency Inn
Supervisors Meet & Confer	Wednesday, March 19	3:30 p.m.	Townsite
PER Committee	Thursday, March 20	7:00 a.m.	Townsite
End of Quarter	Friday, March 21		
Spring Vacation (no school for students and staff)	Wednesday, March 26 through Tuesday, April 1		

MATERIEL REQUISITION / ISSUE / RECEIPT

TYPE OF TRANSACTION
(“X” one)

☐ PROJECT MATERIEL
☐ OPERATING MATERIEL
☐ IN USE PERSONAL PROPERTY
☒ OTHER (Specify)
XX

Transfer of Excess Property

PART A — REQUISITION/TRANSFER

TRANS		VOUCHER NUMBER		SUPPLY SUPPORT CODE		COST CENTER	
REQUISITION NUMBER		COND. CODE		JOB ORDER NUMBER		DATE REQUIRED	
						PRI	
						FACILITY TYPE	
APPROVED BY/TITLE A. R. Thompson, FOM FAR SFO				OUTGOING NO.		INCOMING NO.	
MARK FOR				METHOD OF SHIPMENT (Include final carrier, if known)		DATE	
				GSL NUMBER		NO. OF PACKAGES	

SHIP TO
(CONSIGNEE)

Moorhead ~~XXXXXX~~ AVTI
1900 28th Ave South
Moorhead, MN 56560

FROM
(CONSIGNOR)

FAA - AFSFO
RR-2, Box 97
Fargo, ND 58102

PART B — PROJECT MATERIEL KEY PUNCH SOURCE DATA

PART B — PROJECT MATERIEL KEY PUNCH SOURCE DATA																																		
RG	AR	COST CENTER					MC	COST CODE				JOB ORDER					GSA ADDRESS					WH	FS	TRANS	TR	CONTRACT/DOCUMENT NO.								PC
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					

PART C — UNIT IDENTIFICATION

ITEM NO.	NATIONAL STOCK NO.	EQUIPMENT TYPE	ITEM DESCRIPTION	ASSET	QUANTITY	UI	UNIT PRICE	TOTAL COST
1.	6625-00-010-4605	Excess Report	GL-6-2718					
2.	6625-00-867-2550	Model 11B Audio Meter	#2078		1	ea		295.00
3.	6625-00-867-2550	CA-3452#390	Rcvr Test Set		1	ea		125.00
4.	6625-01-148-1796	CA-3452#211	Rcvr Test Set		1	ea		125.00
5.	6625-01-148-1796	Model 169 DVOM#	165808		1	ea		189.00
6.	6625-01-148-1796	Excess Report	GL-6-2719					
7.	6625-01-148-1796	Model 169 DVOM#	147524		1	ea		189.00
8.	6625-00-231-2010	Excess Report	GL-6-2720					
9.	6625-00-231-2010	Model 801 VOM#	AGLDO6076		1	ea		235.00

PART D — IN USE PERSONAL PROPERTY KEY PUNCH SOURCE DATA

ATS LOC	STD. FAC. IDENT.	OW	R	A	COST CENTER	ACT'N DATE	DOCUMENT NO.	TRANS

ACCOUNTING CLASSIFICATION

ALL ITEMS RECEIVED, EXCEPT AS NOTED (Signature)

REIMBURSEMENT REQUIRED
☐ YES ☐ NO

TOTAL

TITLE
Instructor

DATE
2/20/86

MATERIEL REQUISITION / ISSUE / RECEIPT

Appendix B-1
Page 2 of 2TYPE OF
TRANSACTION
(("X" one)☐ PROJECT MATERIEL
☐ OPERATING MATERIEL
☐ IN USE PERSONAL PROPERTY☒ OTHER (Specify)

Transfer of Excess Property

PART A — REQUISITION/TRANSFER

TRANS	VOUCHER NUMBER	SUPPLY SUPPORT CODE	COST CENTER
REQUISITION NUMBER	COND. CODE	JOB ORDER NUMBER	DATE REQUIRED
PRI	FACILITY TYPE	OUTGOING NO.	INCOMING NO.
APPROVED BY/TITLE A. R. Thompson, FOM FAR SFO		DATE 2/20/86	
METHOD OF SHIPMENT (Include final carrier, if known)		BATCH NO.	
MARK FOR	DATE PREPARED	GBL NUMBER	NO. OF PACKAGES

SHIP TO
(CONSIGNEE)Moorhead AVTI
1900 28 Ave South
Moorhead, MN 56560FROM
(CONSIGNOR)

FAA - AFSFO

Fargo, ND

PART B — PROJECT MATERIEL KEY PUNCH SOURCE DATA

PART 2 - PROJECT REVENUE REF FUND SOURCE DATA																																				
RG	AR	COST CENTER				MC	COST CODE				JOB ORDER					GSA ADDRESS					WH	FS	TRANS			TR	CONTRACT/DOCUMENT NO.									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	

PART C — UNIT IDENTIFICATION

ITEM NO.	NATIONAL STOCK NO.	EQUIPMENT TYPE	ITEM DESCRIPTION	ASSET	QUANTITY	UI	UNIT PRICE	TOTAL COST
1	6625-00-649-3072	Model 59	Grid Dip Meter#3682		1	ea		180.00
2	6680-00-911-7832	Model 36	Photo Tac#s 6738&10704		2	ea	98.50	197.00
1	6625-01-041-5593	3028A	DVOM # 021-560		1	ea		300.00
1	6625-01-041-5593	3028A	DVOM # 022-2203		1	ea		241.00
1	6625-00-010-4602	Model 706	Multimeter#407		1	ea		170.76
2	6625-00-074-3742	Model 978	Tube Tester#382		1	ea		170.00
3	6625-00-777-1231	FA-5516 #241	Recvr test set		1	ea		150.00
4	6625-00-901-5963	630NA	VOM# 10885		1	ea		50.74
5	6625-01-080-3503	Model 660	VOM#AGL538914		1	ea		175.00
1	6625-01-041-5593	3028A	DVOM #022-2223		1	ea		241.00
1	6625-00-901-5963	630NA	VOM #AGL538914		1	ea		93.00

PART D — IN USE PERSONAL PROPERTY KEY PUNCH SOURCE DATA

ATS LOC	STD. FAC. IDENT.	OW	R	A	COST CENTER	ACT'N DATE	DOCUMENT NO.	TRAN
---------	------------------	----	---	---	-------------	------------	--------------	------

ACCOUNTING CLASSIFICATION

REIMBURSEMENT REQUIRED
☐ YES ☐ NO

TOTAL

ALL ITEMS RECEIVED, EXCEPT
AS NOTED (Signature)

TITLE

DATE

FAA Form 4650-12 (4-75)

SUPERSEDES FAA FORMS 4600-2, 1640, 1640 PT. A, & 1640 PT. B

PAGE NO. OF PAGES

2

MEMO TO: DR. TROCHLIL
BOARD OF EDUCATION

Appendix C-1
Page 1 of 5

FROM: ROBERT LACHER *Robert Lacher*

DATE: MARCH 3, 1986

SUBJECT: February 18, 1986 Letter to School Board Members

Concern: Some buses are over capacity (capacity being 77 students) and very overcrowded.

Fact: Transit Buses are wider, longer, heavier and therefore safer than the conventional buses.

<u>Route Number</u>	<u>Average Number Of Students Per Day</u>	<u>Actual Count Range Jan 2 To Feb 28, 1986</u>
#6	39	35 - 44
#7	60	45 - 66
#7 Feb. 28, 1986	57 (Actual Count)	
#7 March 3, 1986	51 (Actual Count)	
#7 March 5, 1986	59 (Actual Count)	

Mr. Kaste and I rode route #7 Friday, Feb. 28, 1986. In talking to several students and observing the 37 minute ride it is apparent:

1. Students do not sit down for various reasons.
 - a. They want to stand next to friends and talk to them.
 - b. Students sitting down do not want to make room for others.
 - c. Some students are very slow on deciding where to sit
2. Some students prefer to ride transit buses
 - a. More room
 - b. Better ride

Concern: There are no stop signs.

Fact: Only the conventional special yellow school buses must meet federal standard #17. We operate four different classes of vehicles:

Type 1 - Conventional school bus
Type 2 - Ten passenger limit
Type 3 - Cars & vans
Type 4 - Transit buses

Only type one & two vehicles must meet the requirements of standard #17 relating to stop signs and signal lights.

STATE DEPARTMENT OF PUBLIC SAFETY LAWS & RULES FOR OPERATION OF
SCHOOL BUSESStop Signals Not Used

The driver shall not use stop signals in the following:

- a. In special school bus loading areas where the bus is entirely off the traveled portion of the road.
- b. In residence or business districts of cities or villages where there are curbs and sidewalks.
- c. When a school bus is being used for other purposes; such as charter service (in which event, the school bus signs, front and rear, must be removed or completely concealed).

Concern: There are no blinking stop lights.

Fact: See response to item above. Over sized tail lights have been installed on the transit buses. These lights have pulsaters.

Concern: There are no two-way radios - no way for the driver to contact anyone in case of emergencies and no way for schools or parents to contact the bus.

Fact: The transit units are only operated in the urban area. In case of an emergency the driver can use a citizens telephone or notify a passing motorist (We do not allow schools or parents to contact buses.) All communications take place between drivers or the maintenance personnel. The entire trip is about 40 minutes. Most students ride the bus less time than this.

Concern: There is nothing to identify the bus as to carrying school children.

Fact: See response to item above - "Stop Signals Not Used". The transit buses are under the Public Service Commission regulations. The same requirements that apply to the Moorhead Area Transit. Red River Trails operates both our transit buses & MAT.

Concern: Children are dropped off and left to cross busy streets alone. (Yellow school buses put out the stop sign and wait until all children cross streets safely before going on.)

Fact: See State Regulations above "Stop Signals Not Used". According to National Safety Council statistics, one of the most frequent causes of fatalities for transported students is when they step out from a school bus and

get hit by a passing vehicle that failed to stop for the signals or were hid by the school buses when students were delayed in crossing the street, the driver is distracted and assumes the student has crossed the street.

We have reported the following school bus stop signal violations to the appropriate law enforcement agencies:

<u>School Year</u>	<u>Number of Reports</u>
1983-84	30
1984-85	31
1985-86	24 (As of Feb. 1986)

There are probably twice as many violations where the bus driver is unable to get the license number of the vehicle not stopping for the school bus signal.

Many drivers feel it is better if the students wait at the curb until the bus leaves the area. They then can follow safe street crossing procedures of looking both ways and have a clear view to see if traffic is coming. Similar to the street crossing skills needed after school, weekends, holidays and during the summer.

The school or parents of younger children should consider a "Buddy" arrangement whereby an older student assists the younger student getting across the street.

Concern: Red River Trails follows mass transit guidelines, so they don't have to, by law, follow regular school bus safety guidelines.

Fact: The same rules apply to the transit buses as they do to the Moorhead Area Transit. Red River Trails operates both.

Concern: This year an agreement between Red River Trails and District #152 includes a clause to phase out old red and white's - two every two years. This will take about eight years!

Fact: This will take an additional seven years. We are in year 1 of a two year contract.

Concern: The safety of our children has been in jeopardy for more than ten years with these buses already. Will we be able to avoid a catastrophe for eight more years?

Fact: These transit buses have been used for fifteen years. They have provided over 6,050,000 student trips and traveled over 1,000,000 miles. (A safety record that many public transportation agencies would like to have.) While accidents may happen anytime the past performance of these buses indicates an outstanding safety record.

Concern: There must be a workable solution to this safety problem.

Fact: There is no factual evidence to support the concerns.

Concern: Can't the contract between the district and Red River Trails include some of these safety measures? It would certainly be refreshing to see our district go above and beyond the law to insure young children's safety.

Fact: The Moorhead School Board provides transportation over and above the minimum requirements. While accidents can occur anytime our long safety record has not been achieved without a lot of people working at it.

Concern: Would it be possible to use these buses for older children - 6th through 12th grade? Some are being used by the Junior and Senior High now. These older students can better protect their own safety.

Fact: These buses are used to transport students to the Sr. High, Edison, South Campus and St. Joseph. If St. Josephs was to start and end their school later they may be able to include their students in another route with the Sr. High and Jr. High students.

Concern: These safety issues have been presented to Red River Trails and the District numerous times over a number of years. Nothing has been changed. One comment was that it would cost extra money to put these safety features on the present buses. Money is always tight, but when it comes to the safety of our children, there is no better investment. All of our young school children should have an equal right for safe transportation.

Fact: See response on previous safety items.

Concern: We appreciate the transportation we have for our school children, but we need it to be safe for all.

Fact: The record speaks for itself.

Concern: Over 90 families have expressed concern about these safety issues in writing. Any action taken by the board would be appreciated.

Fact: The past safety performance of these buses over the past fifteen years indicates that the statements are not supported by the facts.

Report Card on Transit Bus Performance

Appendix C-1
Page 5 of 5

Safety	A
Reliability	A-
Comfort	A+
Efficiency	A
Cost Effective	A
Student Acceptance	A

If we were making these accusations about people, it would require considerably more supporting evidence.

They are too old
They are not the right color
They are smelly
They are dangerous

TRANSBUS



March 5, 1986

Dear Mr. Swedberg,

At the meeting of the Moorhead Altrusa Club last night, we read a request for money or a scholarship for a student for Camp Buckskin.... we voted and the check is attached. It is a pleasure to help in this wonderful project.

Mame Jones, Secretary

Altrusa Club of Moorhead

ALTRUSA CLUB OF MOORHEAD MOORHEAD, MN 56560		No. 1809
		March 4 1986 75-130/912
Pay to the order of	Independent School District #152 \$100. ⁰⁰	
One hundred and 00/100	DOLLARS	
 NORWEST BANKS	Norwest Bank Moorhead, N.A. 524 Center Avenue Moorhead, MN 56560	IPC
 For Camp Buckskin	Altrusa Club of Moorhead Helen M. Davidson Treasurer	
⑆091201300⑆ ⑆017⑆486⑆ 1809		

5/mg/Bo:5
MIN
3-25-86

Regular Meeting
Board of Education
Independent School District #152
March 25, 1986

Members Present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Wayne Puppe, Anton Hastad and Ben Trochlil

The meeting was called to order by chairperson, Mike Hulett.

PREVIEW - Ben Trochlil previewed the agenda, adding Moorhead Country Club Agreement, Summary of Proposed Legislative Action, Soccer Proposal, Site Development and Personnel.

APPROVAL OF MINUTES - Dean Guida moved, seconded by Jeanne Seigel, to approved the minutes of February 11, 18 and 25, 1986. Motion carried.

COMMUNICATIONS - Mike Hulett read a letter from Make-A-Wish Foundation of North Dakota commending and thanking Bob Hellem, John Ostlie and the students of Middle School South Campus for their efforts in raising over \$1,000 for their organization.

"I CAN DO IT PROGRAM" - Carol Meyers - Director of the Lake Aggasiz Campfire Council, Jane Sweeney - Junior League Volunteer, and Shirley Knatterud - 2nd grade teacher at Riverside Elementary, updated the Board on seminars they have conducted with 2nd grade students on telephone handling, medical emergencies, nutrition, how to escape from a fire and general safety skills.

STUDENT ASSISTANCE PROGRAM - Jim Thom, Chemical Dependency Counselor, Moorhead Senior High, briefed the Board on the program's progress.

SET MEETING DATE - Curt Borgen moved, seconded by Doug Fagerlie, to set April 15, 5:00 p.m. as the date for the first meeting in April. Motion carried.

STAFF DEVELOPMENT PROGRAM - Gloria Anderson and Barb Anton briefed the Board on their activities and programs to date.

SUMMARY OF PROPOSED LEGISLATIVE ACTION - Ben Trochlil discussed proposed legislative action.

Regular Meeting
Board of Education
Independent School District #152
March 25, 1986
Page Two

MANAGEMENT PLAN FOR 1986-87 - Ben Trochlil reviewed the major emphasis areas for the district through 1989 and highlighted each category in the 1986-87 Management Plan. He will come back to the Board on April 15 with a refinement of the plan.

Ben Trochlil reviewed the soccer proposal with the Board. Bob Seigel, president of the F/M Soccer Assn., expressed the need for the program to be adopted as a varsity sport in the district. The issue will be addressed at the April 15 meeting when State funding legislation should be enacted.

Willis Stelter and Charles Zeltinger, Foss Associates, reviewed discussions on the track proposal, a well for irrigation, and handicapped access. He informed the Board that drawings will be out in mid April and bids taken in early May for projects.

ACCEPTANCE OF GIFT - Curt Borgen moved, seconded by Anton Hastad, to accept the gift of \$500.00 from Albert E. Johnson Post #1223 to offset costs of students in Special Learning Disabled or Emotional Behavior Disorder programs attending Camp Buckskin in the summer of 1986 and directed a letter of thanks be sent. Motion carried.

PERSONNEL - Anton Hastad moved, seconded by Doug Fagerlie, to approve the following personnel changes:

Military Leave

Richard South - Custodian, Senior High, from March 31 until April 11, 1986

Resignation

Hjalmer Houglum - Custodian, Washington Elementary, effective June 30, 1986

Retirement

James Penuel - Moorhead Area Vocational Technical Institute teacher, currently on LTD, effective March 31, 1986

Maternity Leave

Barbara Burntvedt - Accounts Payable, Townsite Centre, effective May 16, 1986, for six weeks

Motion carried.

RESOLUTION FOR BILL PAYMENT - Anton Hastad moved, seconded by Jeanne Seigel, to adopt the resolution for bill payment as presented. Motion carried.

INVESTMENTS - Anton Hastad moved, seconded by Jeanne Seigel, to approve investments #300 through #304 and wire transfers as presented. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
March 25, 1986
Page Three

RESOLUTION RELATING TO ISSUANCE OF WARRANTS - Jeanne Seigel moved, seconded by Dean Guida, to approve the resolution to authorize the borrowing of \$250,000 at 6½% for a period of time not to exceed four (4) days, from Norwest Bank, Moorhead. Motion carried by roll call vote: Hastad - yes; Puppe - yes; Fagerlie - yes; Hulett - yes; Borgen - yes; Guida - yes; Seigel - yes.

SUPERINTENDENT'S CONTRACT - Jeanne Seigel moved, seconded by Doug Fagerlie, to insert the corrected figure in the superintendent's basic contract figure. Motion carried.

SCHOOL BOARD ANNUAL ELECTION - Curt Borgen moved, seconded by Jeanne Seigel, to approve the resolution relating to the annual school election and calling an annual election. Motion carried.

CALENDAR FOR 1986-87 AND 1987-88 - Doug Fagerlie moved, seconded by Jeanne Seigel, to approve the 1986-87 and 1987-88 calendars as presented. Motion carried.

AWARD BID FOR ELECTRIC SERVICE - Dean Guida moved, seconded by Anton Hastad, to award the low bid, meeting specifications, to Northern Electric in the amount of \$30,330.00, and the removal of old transformers and disposal for \$10,784.00 with National Electric, Lakeville, MN. Motion carried.

MOORHEAD COUNTRY CLUB AGREEMENT - Dean Guida moved, seconded by Anton Hastad, to approve the agreement between the Moorhead Country Club and Independent School District #152. Motion carried.

CAPITAL OUTLAY - The Board reviewed the classification of Capital and General Fund items.

Jeanne Seigel, Clerk

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min
3-11-86

Regular Meeting
Board of Education
Independent School District #152
March 11, 1986

Members Present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Anton Hastad and Ben Trochlil

The meeting was called to order by chairperson, Mike Hulett.

PREVIEW - Ben Trochlil previewed the agenda, adding Consideration of Claims, Personnel, Band Travel and Educational (School) Effectiveness Program.

CLAIMS - Anton Hastad moved, seconded by Jeanne Seigel, to approve the claims, subject to audit, in the amount of \$774,591.11. Motion carried.

GENERAL FUND	\$257,190.84
FOOD SERVICE	25,864.80
TRANSPORTATION FUND	87,557.36
COMMUNITY SERVICE	8,010.75
CAPITAL EXPENDITURE	18,363.81
CONSTRUCTION FUND	11,677.33
MAVTI-GENERAL FUND	85,365.83
MAVTI COMM SERVICE	10,158.29
VO-TECH CAP. OUTLAY	31,147.11
REPAIR & BETTERMENT	165.30
FED FINANCIAL AIDS	217,955.14
AVTI STUD SEN & MISC	14,053.84
TOWNSITE CENTRE	7,080.71

GRAND TOTAL \$774,591.11

BAND TRAVEL - Doug Engstrom, Senior High Band Director, updated the Board on their upcoming trip to Orlando, Florida, April 28 - May 2 to attend the All American Music Festival.

Curt Borgen moved, seconded by Anton Hastad, to approve the band trip as presented. Motion carried.

MAVTI CALENDAR - Doug Fagerlie moved, seconded by Anton Hastad, to approve the MAVTI calendar for 1986-87 as presented.

EQUIPMENT DONATION - Curt Borgen moved, seconded by Jeanne Seigel, to accept the donation of electronic equipment by the Federal Aviation Administration to the MAVTI Electronics Department. Motion carried.

TRANSPORTATION PROGRAM - Bob Lacher updated the Board on the performance and operation of transit buses in the metro area and concerned parents spoke on items of concern.

Dean Guida moved, seconded by Curt Borgen, to add these concerns to a study being done by Don Larson, bus consultant. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
March 11, 1986
Page Two

ASSURANCE OF MASTERY PROCEDURES - Bob Jernberg updated the Board on the Assurance of Mastery Procedures needing implementation.

Dean Guida moved, seconded by Jeanne Seigel, to direct the administration prepare policies and procedures in response to Assurance of Mastery Learning legislation. Motion carried.

ACCEPTANCE OF GIFT - Doug Fagerlie moved, seconded by Jeanne Seigel, to accept a gift of \$100.00 from the Altrusa Club of Moorhead to offset excess costs of students in Special Learning Disabled or Emotional Behavior Disorder programs attending Camp Buckskin in the summer of 1986 and direct a letter of thanks be sent. Motion carried.

PERSONNEL - Den Guida moved, seconded by Jeanne Seigel, to approve the following personnel changes:

Early Retirement

Marlys Hofstrand - School nurse, effective June 15, 1986

Wally Solien - Health teacher - Senior High, effective May 30, 1986

Josephine Zaeske - First grade teacher, Edison Elementary, effective May 30, 1986

Resignation

Karen Pederson - EMH Aide, Washington Elementary, effective April 1, 1986

Sharon Ingle - Secretary, Adult Education, Moorhead Area Vocational Technical Institute, effective April 4, 1986

Child Care Leave

Jacquelyn Mann - Aide, South Campus, from April 28, 1986 through the end of the 1985-86 school year

Maternity Leave

Debra Frey - Consultant for Visually Impaired, effective May 2, 1986 through March 3, 1987.

Motion carried.

PRELIMINARY BUDGET - Dean Guida moved, seconded by Curt Borgen, to approve the 1986-87 General Fund budget with projections of \$14,397,100 for revenue and \$14,634,527 for expenditures and gave authorization to the Business Office to publish and bid the purchase of supplies within the budgeted amounts. Motion carried.

The preliminary budget will be revised pending legislative action and salary settlements.

Regular Meeting
Board of Education
Independent School District #152
March 11, 1986
Page Three

EDUCATIONAL (SCHOOL) EFFECTIVENESS PROGRAM - Curt Borgen moved,
seconded by Dean Guida, to support the Washington staff in their
decision to participate in the Educational Effectiveness Program.
Motion carried.

Jeanne Seigel, Clerk

Jim Preston

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

5/149/BO 5
MIN
3-25-86

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, March 25 at 7:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie _____	Dean Guida _____
Jeanne Seigel _____	Anton Hastad _____
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 11, 18 and 25, 1986.
- IV. COMMUNICATIONS
- V. OPPORTUNITY FOR CITIZENS TO SPEAK
- VI. "WE ARE PROUD"
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
 - 1. Review "I Can Do It" Program Appendix B
 - 2. Review Student Assistance Program Update Appendix C
 - 3. Review Staff Development Program Update Appendix D
 - 4. Consider Acceptance of Gift Appendix E
 - 5. Consider Personnel Appendix F
 - 6. Consider Resolution for Bill Payment Appendix G
 - 7. Consider Investments Appendix H
 - 8. Consider Resolution Relating to Issuance of Warrants Appendix I
 - 9. Review Management Plan for 1986-87 Appendix J

10. Consider Superintendent's Salary Correction Appendix K

11. Consider School Board Annual Election Resolution Appendix L

12. Consider Calendar for 1986-87 and 1987-88 Appendix M

13. Consider Bid for Electric Service Appendix N

X. FOR YOUR INFORMATION Appendix Z

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

XII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, April 8

UNFINISHED BUSINESS

1. "I Can Do It" Program (Jernberg) Appendix B

Explanation: The Lake Aggasiz Campfire Council, with volunteers from the Junior League of Fargo/Moorhead, have been conducting seminars with 2nd grade students in a program "I Can Do It".

Students learn the use of telephone handling, medical emergencies, nutrition, how to escape from a fire and general safety skills. This program has become available through the partnership of Moorhead Schools, F-M Junior League, Lake Aggasiz Campfire and funding from the United Way of Cass Clay.

The program will be reviewed.

Recommendation: For your information.

2. Student Assistance Program (Jernberg) Appendix C

Explanation: Jim Thom, Chemical Dependency Counselor, Moorhead Senior High, will brief the Board on the program's progress.

Recommendation: For your information.

3. Staff Development Program (Jernberg) Appendix D

Explanation: Staff development teachers, Barb Anton and Gloria Anderson, will brief the Board regarding activities and programs to date.

Recommendation: For information only.

4. Acceptance of Gift (Swedberg) Appendix E

Explanation: The district has received a contribution from the Albert E. Johnson Post #1223, Veteran's of Foreign Wars, Moorhead, Minnesota, in the amount of \$500.00 to offset the excess costs of students in Special Learning Disabled or Emotional Behavior Disorder programs attending Camp Buckskin in the summer of 1986.

Recommendation: Move to accept the gift of \$500.00 from Albert E. Johnson Post #1223 and direct a letter of thanks be sent.

5. Personnel

(Bergen)

Appendix F

Military Leave

Richard South - Custodian, Senior High, from March 31 until April 11, 1986

Resignation

Hjalmer Houglum - Custodian, Senior High - effective June 30, 1986

Recommendation: Move to approve the personnel changes as shown.

6. Resolution for Bill Payment (Legg)

Appendix G

Explanation: The proposed revision will provide more flexibility to meet the school district's obligations (Appendix G-1). By statute, we are obligated to pay interest costs to vendors for late payments. In addition, this updates our investment procedures.

Recommendation: Move to approve the resolution for bill payment as shown.

7. Investments

(Legg)

Appendix H

Explanation: Board approval is requested for investments #300 through #304 as shown in Appendix H-1. #300 and #301 were rollovers of maturing CDs, #302-#304 were done by wire transfer.

Investments #229, #256, #257 which matured in February were wire transferred in to the district's American Bank checking account.

Recommendation: Move to approve investments and wire transfers as shown.

8. Resolution Relating To
Issuance of Warrants

(Legg)

Appendix I

Explanation: Due to the State reducing our Aids by \$200,000 and spring vacation starting March 26, we may need to borrow cash for a short period of time. The enclosed resolution is to authorize this borrowing (Appendix I-1). The rate will be 6½% for the period we need the money.

Recommendation: Move to approve the resolution as shown.

9. Management Plan for 1986-87 (Trochlil)

Appendix J

Explanation: The first draft of the Management Plan has been sent to the Board and Administration for review. As stated in the memo, the expectations are:

- carefully review the working draft of the Management Plan
- involve the staff at the building level
- recommend additions/deletions/corrections in the document
- take ownership in the plan once the final draft has been formalized for the purpose of improving the district's effectiveness towards maximizing student talent

The recommended process for this meeting is to:

1. review the major emphasis areas for the district through 1989
2. highlight each category in the 1986-87 Management Plan

Two areas that will need special attention at this meeting are the soccer program and the site development design.

Recommendation: For discussion purposes with some direction for soccer program and site development design.

10. Superintendent's Contract

(Hulett)

Appendix K

Explanation: Appendix K-1 is the corrected amount for the 1985-86 school year. The amount of money remains the same. the same.

Recommendation: Move to insert the corrected figure in the superintendent's basic contract figure.

11. School Board Annual Election (Trochlil)

Appendix L

Explanation: Appendix L-1 is the required resolution for school board annual election. The key dates are as follows:

Monday, April 7	First day to file for office
Tuesday, April 22	Last day to file for office
Monday, May 5	Last day to set election precinct boundaries, polling places and to appoint election judges
Saturday, May 10	Last day to post notice of election
Tuesday, May 13	Last day to publish notice of election
Monday, May 19	Last day for absentee ballots
Tuesday, May 20	Spring election day

Recommendation: Move to approve the resolution relating to the annual school election and calling an annual election.

12. Calendar for 1986-87 and
1987-88

(Bergen)

Appendix M

Explanation: Appendices M-1,2 are the proposals from the Calendar Committee for the years 1986-87 and 1987-88. Doug Fagerlie chaired the committee

Recommendation: Move to approve calendars as presented in Appendix M-1.

13. Award Bid for Electric
Service

(Trochlil)

Appendix N

Explanation: Appendix N-1 is the memorandum addressing the bid.

Recommendation: Move to award the low bid, meeting specifications, to Northern Electric in the amount of \$30,330.00.

'WE ARE PROUD'

1. Two Moorhead Academic teams qualified for the State Knowledge Bowl tournament. Michelle Boyle, Steve Wasson, Charles Li, David Money & Julie Buckley finished first and the team of Mike Hiebert, Karl Knutson, Stephanie Aman, Matt Solie & Heidi Hyland finished third. Sixty (60) teams were involved in regional competition.
2. Julie Buckley, Tim Meyer and Paul Cords were selected to represent Moorhead High School at Girl's and Boy's State.
3. Tony Kinsella and Ollie Bentson both presented mini sessions at the MECC regional conference in Fergus Falls on March 6. Tony's presentation was on Robotics; Ollie's was on the CAD system.
4. Ken Tangen, past Student Council Advisor, will be honored for his 21 years as an advisor at the 1986 MASC State Convention in Rochester on April 17-19.

5. The following team of Moorhead Middle School South students placed first among 22 Western Minnesota schools in the regional Mathcounts competition held at Moorhead State University on February 27, 1986: Mark Abbott - grade 7; Joseph Habiger - grade 8 and Michael Lin - grade 7. These people have earned an expense paid trip to Arden Hills, MN, to compete in the Minnesota Mathcounts competition on April 11-12, 1986.

The Moorhead youths also captured the following individual awards: 1st place - Michael Lin; 3rd place - Mark Abbot, 4th place - Nathan Hastad; 1st place alternate competition - Mariya Erickson and 2nd place alternate competition - Shane Pilon.

Mathcounts is sponsored by the Minnesota Society of Professional Engineers (MSPE).

6. The results of the 1986 Tri-College Math Contest held at NDSU on March 4 were: Junior High Division: 1st place - Michael Lin; 2nd place - Mark Abbot and Joe Habiger.

<u>1st place team</u>	<u>5th place team</u>
Heidi Anderson	Donovan Dejong
Terri Hoeft	Tony Ishaug
Chad Ostendorf	Teresa Kritzberger
Desiree Swain	Jennifer Sanderson
Joe Habiger	Chris Gring
Mariya Erickson	Nathan Hastad
Mark Abbott	Chris Heimarck
Michael Lin	Andy Flint

Senior High Division: 1st place - Tom Johnson; 3rd place - Dave Money and Gregg Gess; Top 10 - Thuy Nguyen, Todd Nolte and Lisa Pederson; Top 10 alternate - Ryan Christiansen

<u>2nd Place Team</u>	<u>5th Place Team</u>
Bob Heuer	Lynn Andersen
Tom Johnson	Traci Lynn
Charles Li	Gregg Gess
Dave Money	Jeff Jacoby
Dan Olsen	Jeanine Koenig
Dan Ostaszewski	Thuy Nguyen
Shawn Sarbacher	Todd Nolte
Doug Schick	Donna Swanson

7. Doug Schick and Karl Knutson have been chosen to participate in the 4th Annual American Invitational Math Exam on the basis of the results of the State Math Test competition. There were only 66 students in Minnesota, out of the more than 13,000 who took the test, who qualified for this national competition.
8. Moorhead won the third place trophy at the 4th annual computer programming contest held at MSU on March 15. Stuart Sarbacher, Brian Johnson, Paul Wasson and Tom Johnson represented Moorhead. There were 18 teams entered in the contest.

9. The results from the National Math Test show that Moorhead High School placed 9th out of 184 schools that participated in this statewide contest. The top three students from Moorhead were Doug Schick, Karl Knutson and Robert Heuer. These three scores were averaged to obtain the team score.
10. The Teacher Center presented the '86 Education Fair on March 14 and 15 at Moorhead Senior High. District presentors were: Del Larson - "Teacher in Space"; Lynn Prom and Linda Johnson - "Follow The Leader"; Gert Solum - "Writing Process"; and Fran Laske - "Networking Microcomputers With A Corvus System". Dr. Richard Pemble, former board member's topic was "That's Really Neat!".
11. Lynn Halmrast is the President Elect of the Minnesota Council for Exceptional Children. Election was last weekend at State Conference.
12. Sara Deist, 8th grade, won first place at the Region 4 Competition for Minnesota State Spelling Bee held in Fergus Falls March 15. She advances to the state competition April 19 in St. Paul. Other Moorhead students in the finals were Becky Tkachuk, fifth grade, and Chris Heimarck, eighth grade.
13. The Student Council at Middle School South Campus raised over \$1,000 for the Make-A-Wish Foundation of North Dakota. Bob Hellem and John Ostlie supervised the drive.

FOR YOUR INFORMATION

Appendix Z

1. Capital Outlay - Appendix Z-1

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Spring Vacation (no school for students and staff)	Wednesday, March 26 through Tuesday, April 1		
Joint Powers	Thursday, April 3	7:00 a.m.	County Courthouse
Wake Up Moorhead	Tuesday, April 8	7:30 a.m.	Ramada Inn
Title IX	Thursday, April 10	7:00 a.m.	Townsite

Regular Meeting
Board of Education
Independent School District #152
February 11, 1986

Members present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Wayne Puppe, Anton Hastad and Ben Trochlil

The meeting was called to order by chairperson, Mike Hulett.

PREVIEW - Ben Trochlil previewed the agenda, adding Personnel, Special Education and Superintendent's Contract.

APPROVAL OF MINUTES - Anton Hastad moved, seconded by Dean Guida, to approve the minutes of January 14, 21 and 28, 1986. Motion carried.

CLAIMS - Wayne Puppe moved, seconded by Jeanne Seigel, to approve the claims, subject to audit, in the amount of \$528,863.72. Motion carried.

OPPORTUNITY FOR CITIZENS TO SPEAK - Scott Hutchins, Community Development Director for City of Moorhead, discussed legislation proposing to combine three city agencies into one, the Housing and Redevelopment Authority, thus allowing them to more effectively deal with Economic Development.

Anton Hastad moved, seconded by Jeanne Seigel, to endorse the proposed legislation regarding Housing and Redevelopment Authority powers for the City of Moorhead.

Motion carried by roll call vote: Seigel - yes; Guida - yes; Borgen - pass; Hulett - yes; Fagerlie - yes; Puppe - yes; Hastad - yes.

INDIAN EDUCATION GRANT - Bob Jernberg and Robert St. John discussed a grant proposal prepared in cooperation with the Fargo-Moorhead Indian Education Center and parents of Indian children in Moorhead for \$6,057 for the next school year, to enhance opportunities for Indian students.

Curt Borgen moved, seconded by Jeanne Seigel, to approve the proposal as stated. Motion carried.

NASA PROGRAM UPDATE - Del Larson, 4th grade teacher at Washington Elementary, discussed his participation in the NASA Conference in Orlando, Florida, reviewed his visit to Kennedy Space Center and informed the Board regarding his activities in providing resources to teachers and students in our district.

TUITION AGREEMENTS - Dean Guida moved, seconded by Anton Hastad, to approve the tuition agreement with Fargo Public Schools serving costs of a non-resident special education program with an estimated cost of \$7,500.00. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
February 11, 1986
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SPECIAL EDUCATION - Dean Guida moved, seconded by Anton Hastad, to authorize the employment of an occupational therapist for the remainder of the 1985-86 school year. Motion carried.

TRANSPORTATION AND TRAVEL POLICY - Jeanne Seigel moved, seconded by Wayne Puppe, to approve the basic parameters of the Transportation and Travel Policy and asked to bring it back at the February 25 meeting with language changes (Code DLC). Motion carried.

MARRIED/PREGNANT STUDENTS POLICY - Anton Hastad moved, seconded by Jeanne Seigel, to approve the policy on married/pregnant students (Code JFF). Motion carried.

REDUCTION RESOLUTION - Doug Fagerlie moved, seconded by Jeanne Seigel, to approve the Resolution Directing The Administration To Make Recommendations For Reductions In Programs And Positions And Reasons Therefor. Motion carried.

APPROVAL OF INVESTMENTS - Anton Hastad moved, seconded by Jeanne Seigel, to approve investments #296 through #299 as listed. Motion carried.

PRELIMINARY 1986-87 AND 1987-88 BUDGET - Bob Lacher reviewed projections for the preliminary 1986-87 and 1987-88 General Fund budgets.

Curt Borgen moved, seconded by Wayne Puppe, to accept the projections as stated and directed the administration to prepare action to reduce preliminary deficits.

MAVTI PROPOSED CALENDAR - Joan Ostlie discussed a MAVTI proposed calendar for 1986-87 and 1987-88, stating major reasons for proposed changes.

The Board requested additional time to review the proposed calendars before entering into negotiations with the exclusive representative to amend the master agreement and asked that it be brought back at the February 25 meeting.

PERSONNEL Anton Hastad moved, seconded by Curt Borgen, to approve the following personnel changes:

New Employee

Debra Eidsmoe - SLD teacher, Edison Elementary (to replace Sandy Kortan on LTD) effective February 3, 1986, BA+30 (6.5) \$9,193.86 (\$21,217.00 base)

Emily Nerland - EBD teacher, Probstfield Elementary, (to replace Lori Swanson on leave of absence) effective February 10, 1986, \$9,838.21 (\$24,258.00 base)

Regular Meeting
Board of Education
Independent School District #152
February 11, 1986
Page Three

PERSONNEL (continued)

Resignation

Susan Hamm - Community Arts Coordinator, effective January 31, 1986

Return from Leave of Absence - William Granlund, returning from five-year leave of absence

INSURANCE INCREASE - OLSON BUS CO. - Jeanne Seigel moved, seconded by Doug Fagerlie, to approve the increase in the Olson Bus and Charter Company contract for \$599.56 per month, effective the month of January. Motion carried.

SUPERINTENDENT'S CONTRACT - Wayne Puppe moved, seconded by Anton Hastad, to approve the Superintendent's contract for 1985-86 for \$59,516 with an incentive pay of \$2,289 based on the superintendent's previous performance for the school district. Motion carried.

OTHER BUSINESS TO COME BEFORE THE BOARD - Jeanne Seigel moved, seconded by Dean Guida, that the Board of Education begin each School Board meeting with the Pledge of Allegiance and that the Pledge of Allegiance be said everyday in every school building at a permanent time to be scheduled by the building principal.

Dean Guida moved, seconded by Curt Borgen, to table the motion until the February 25 meeting. Motion carried.

Dean Guida moved, seconded by Curt Borgen, to withdraw the table. Motion carried.

Jeanne Seigel moved, seconded by Dean Guida, to refer the issue of when and how the Pledge of Allegiance is said in the school buildings and the School Board meetings to the Policy Review Committee for recommendation. Motion carried.

CALENDAR COMMITTEE - Doug Fagerlie commented on the progress of the Calendar Committee and presented to the Board a new option which went out to all staff.

SPECIAL MEETING - Dean Guida moved, seconded by Anton Hastad, to hold a special meeting February 18, 5:00 p.m. in the Board Room, Townsite Centre, for discussion on options in the Bond Election program. Motion carried.

FEBRUARY 25 MEETING - The February 25 Board meeting will be held in the library at the Senior High School at 7:30 p.m.

Jeanne Seigel, Clerk

Special Meeting
Board of Education
Independent School District #152
February 18, 1986

Members present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Wayne Puppe, Anton Hastad and Ben Trochlil.

Also present: Bob Lacher and Rod Bergen.

The meeting was called to order by chairperson, Mike Hulett.

REVIEW BOND ELECTION PROJECTS - Discussion of the bond election took place as to the statement on the official ballot, literature sent to the public, budgeting for the referendum projects, estimated compensation of A/E services, type of base for tracks, six versus eight lane tracks, cost of tracks, and the bond issue investment.

REVIEW CAPITAL OUTLAY GUIDELINES FOR 1986-87 (TENTATIVE AND PRELIMINARY) - Discussion was held on the preliminary/tentative capital outlay guidelines for 1986-87.

Jeanne Seigel, Clerk

Regular Meeting
Board of Education
Independent School District #152
February 25, 1986

Members present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Wayne Puppe, Anton Hastad and Ben Trochlil

The meeting was called to order by chairperson, Mike Hulett.

TOUR/EXPLANATION OF THE SENIOR HIGH SCHOOL LIBRARY/MEDIA (IMC) COMPUTER CENTER - Fran Laske, Bernice Stensgaard and Lynn Day presented the Corvus Hard Disk System and demonstrated its Career Center applications for students. A videotape was also presented of everyday student usage of the computers.

PREVIEW - Ben Trochlil previewed the agenda, adding Personnel, Spud Hockey Team Victory, Calendar Change and Worker's Compensation.

COMMUNICATIONS - Dean Guida read a letter from Moorhead parents regarding bus safety.

OPPORTUNITY FOR CITIZENS TO SPEAK - Concerned parents who had sent the letter regarding bus safety spoke of various issues relating to the Red River Trails red and white buses. The Board directed that research be conducted by the administration and that the issue be placed on the March 11 Board meeting.

CONSIDER CCCPP RESOLUTION - Anton Hastad moved, seconded by Curt Borgen, to adopt the Clay County Vocational Cooperative Center Resolution for the fiscal year 1986-87 as presented. Motion carried by roll call vote: Seigel - yes; Guida - yes; Borgen - yes; Hulett - yes; Fagerlie - yes; Puppe - yes; Hastad - yes.

SCIENCE PROGRAM REVIEW - Jim Ellingson, Doyle Dotson and Darrell Richter presented the changes being implemented as a result of curriculum planning.

SPANISH CLUB TRAVEL - Dean Guida moved, seconded by Curt Borgen, to approve the Spanish Club travel as presented. Motion carried.

PERSONNEL - Curt Borgen moved, seconded by Doug Fagerlie, to approve the following personnel changes:

Retirement

Harold Dokken - Custodian/AVTI - effective May 31, 1986

Robert Grangaard - Custodian/Washington - effective March 31, 1986

Robert Larson - Math Teacher-Senior High-effective May 30, 1986

Regular Meeting
Board of Education
Independent School District #152
February 25, 1986
Page Two

PERSONNEL (cont.)

Retirement

Karen Arneson- Washington Elementary-effective May 30, 1986

Norma Holte - Washington Elementary-effective May 30, 1986

Wayne Maki - Industrial Arts Teacher-Senior High-effective May 30, 1986

Motion carried.

BIDS FOR OVERGLAZING GLASS BLOCKS - Wayne Puppe moved, seconded by Jeanne Seigel, to approve the low bid of Fargo Glass and Paint for overglazing glass blocks at Washington, Riverside and Edison Schools in the amount of \$32,455. Motion carried.

FINANCIAL GUIDELINES FOR 1986-87 - Bob Lacher discussed the possible reduction in state and federal funds.

TIMELINES FOR THE 1986-87 BUDGET - Bob Lacher reviewed the timelines for the 1986-87 budget.

OTHER BUSINESS TO COME BEFORE THE BOARD - Jeanne Seigel moved, seconded by Anton Hastad, to approve the coverage of Board Members by Workers Compensation in the amount of \$75.00 per year. Motion carried by roll call vote: Anton Hastad - yes; Wayne Puppe - no; Doug Fagerlie - yes; Mike Hulett - yes; Curt Borgen - no; Dean Guida - no; Jeanne Seigel - yes.

MARCH 11 MEETING - Curt Borgen moved, seconded by Doug Fagerlie, to change the time for the March 11 meeting from 8:00 p.m. to 4:00 p.m., with the meeting to conclude promptly at 6:00 p.m. Motion carried.

Jeanne Seigel, Clerk

BOARD RESOLUTIONS FOR PAYMENT OF BILLS AND TRANSFERS FOR INVESTMENTS

1. Designation of Official Depositories for District Investments

It is recommended that Norwest Bank, American Bank & Trust, Moorhead State Bank, American Federal Savings Bank, Metropolitan Federal Bank all of Moorhead, The Minnesota School District Liquid Asset Fund Plus and those banks approved by the Investment Advisors of the district (High Yield Management, Goldstone Investments & Liquid Asset Fund) together with the Assistant Supt. for Business be designated as the official depositories for investment purposes for the 1985-86 fiscal year.

2. Authorization of Procedures for the Investment of Excess Funds

It is recommended that, for the 1985-86 fiscal year the Asst. Supt. - Business, or designee, be hereby vested with the authority and responsibility to invest funds which are not currently needed in accordance with M.S. 118.01, 118.005, 124.05, and 475.66.

Consistent with the above delegation of responsibility for conducting the investment of excess funds, the Asst. Supt. - Business is hereby authorized to sign the following investment documents as deputy treasurer: Certificate of Election Form, Collateral Assignment Forms and Collateral Release Forms.

3. Authorization of Payments for Goods and Services in Advance of Board Approval

It is recommended that, for the 1985-86 fiscal year, consistent with M.S. 123.335, 123.35 and 471.38, the Asst. Supt. - Business, or designee, be hereby vested with the authority to make the following payments in advance of Board approval when necessary.

A. Payment of expense claims against the school district:

1. Postage meter and bulk mailing payments.
2. Purchases made by school personnel which do not exceed thirty dollars; provided, however, such purchases have been authorized by an administrator.
3. Officials, referees and judges fees.
4. Special program speakers fees and consulting fees.
5. Petty Cash fund replenishments.
6. Utility bills.
7. Registration and travel expenses.
8. Employee group insurance payments.
9. Employee retirement plan payments.
10. Payments necessary to be eligible for a discount privilege.
11. Contractual progress payments, common to building construction, as necessary to meet established due dates.

B. Investment purchases.

C. Electronic funds transfer payments covering investments and bond principal, interest, and fiscal agent service charges. Asst. Supt. - Business shall follow these policy controls:

- The dispersing bank shall keep on file a certified copy of this authorization which allows electronic funds transfer.

- The initiator shall document the request and obtain approval from the Asst. Supt. - Business, or designee, before making the transfer.
- The initiator of the electronic transfer shall be identified for each transaction.
- A written confirmation of the transaction shall be made no later than one business day after the transaction and shall be used to support the transaction.

All of the advance payments made by the above authorization require that a detailed listing of the payments be submitted to the Board of Education for ratification at its next regularly scheduled meeting for such financial matters.

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM FEBRUARY 6, 1986 TO MARCH 11, 1986

INVEST NO.	DATE	AMOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST (NET)	BANK OR S&L	BROKER
300	02-13-86	100000	09-02-86	8.75	4885	UNIVERSITY SAVINGS	HIGH YIELD
301	03-03-86	100000	10-01-86	9.00	5227	WESTERN S & L	HIGH YIELD
302	03-05-86	100000	10-01-86	9.00 *	5034	ALAMO S & L	HIGH YIELD
303	03-05-86	100000	10-01-86	8.60	5016	AMER S&L OF BREZORIA	HIGH YIELD
304	03-05-86	100000	10-01-86	9.125 *	5106	CITY SAVINGS	HIGH YIELD
			TOTAL INTEREST		25268		

* FEE OF .25% PAID

RESOLUTION

Extract of Minutes
of School Board of
Independent School District #152
Moorhead, Minnesota 56560

Pursuant to due call and notice thereof, a regular meeting of the school board of Independent School District #152 was held in the office of the school board in the Townsite Centre, in said district, on the 25th day of March, 1986 at 7:30 o'clock p.m.

The following members were present:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO ISSUANCE
OF ORDERS PURSUANT TO M.S. 124.06.

WHEREAS, School District #152, hereinafter referred to as School District, desires to enter into an agreement with Norwest National Bank, hereinafter referred to as Bank, pursuant to M.S. 124.06, for the purpose of the Bank taking orders of the School District as provided for in M.S. 124.06.

BE IT HEREBY RESOLVED, That the School District shall enter into an agreement with the Bank of the following terms and conditions:

1. If the School District has insufficient funds to pay its orders, any such order shall be presented to the Bank, endorsed by the District Treasurer by placing on the back thereof the words "not paid for want of funds", giving the date of endorsement and signed by the treasurer.
2. The School District may, from time to time, issue such orders as set forth in paragraph 1 herein, and the Bank shall be obligated to pay such orders; however, in no event shall the treasurer of the School District issue, nor shall the Bank be obligated to pay any order or combination thereof, the total amount of which shall exceed \$330,000 at any one time outstanding as an obligation to the Bank. In no event shall the said treasurer issue orders, the total amount of which shall exceed the applicable statutory limits.
3. Every such order shall bear interest at the rate of not more than 10 percent per annum from the date of presentment of said order to the Bank and honoring thereof by said bank until such date that the School District, by its treasurer, shall deposit funds in said Bank for the payment of said order. Payment or tender of payment shall be made at the banking office of said Bank in the City of Moorhead in the State of Minnesota. The date of posting, as evidenced by the imprint of any mechanical posting machine used by the Bank in its general banking operation shall be evidence of the date of presentment.

4. A record of the amount of presentment, nonpayment and endorsement of any such order shall be made by the School District Treasurer.
5. The School District shall deposit funds due from the County Treasurer on or about July 15, 1986, and any previously withheld state aids which may be paid. From said deposits, all outstanding warrants covered by this resolution shall immediately be payable.
6. The Bank shall not be obligated to pay any order unless it is a demand negotiable item properly drawn and endorsed. The Bank may reject payment of any such order if for any reason, payment thereof would be contrary to the laws of Minnesota, and federal laws or regulations, or contrary to a directive issued by any state or federal bank regulatory agency.
7. This resolution shall remain in effect until rescinded or amended by proper resolution duly adopted by the board at any regular meeting or any special meeting called for that purpose, but as to any orders outstanding and unpaid at the time of such rescission or amendment, the terms of this resolution shall remain in full force and effect.
8. Written acceptance of the terms of this resolution by said Bank shall first be received by the treasurer of said School District, and thereafter said resolution shall constitute the terms of the agreement required by M.S. 124.06. However, if notice of acceptance by said Bank is not received within 10 days from the mailing of a copy of the resolution to said Bank, the resolution shall stand rescinded without further action of the 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 duly passed and adopted.

STATE OF MINNESOTA)
) SS
COUNTY OF)

the undersigned, being the duly qualified and acting Clerk of Independent School District #152, Clay County, State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said district duly called and held on the date therein indicated so far as such minutes relate to Issuance of Orders pursuant to M.S. 124.06, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this _____ day of _____,
1986.

School District Clerk

ACCEPTANCE BY BANK

Independent School District #152

Moorhead, Minnesota

ATTN: Mr. Anton Hastad, Treasurer

Dear Sir:

I have received a copy of your resolution dated March 26, 196,
relating to the issuance of orders pursuant to M.S. 124.06.

You are hereby notified that we accept the terms of this resolution
and agree to be bound by the provisions contained therein.

NAME OF BANK

BY: NAME & TITLE

RES

MEMO #S-86-132

TO: School Board

FROM: Mike Hulett

RE: Superintendent's Contract for 1985-86

DATE: February 11, 1986

1. Dental Insurance - The Board agrees to provide group dental insurance for the Superintendent and his family.
2. Salary Section VIII. The Superintendent's contract salary for 1985-86 shall be ~~\$59,516~~ \$60,140. In addition, the school board shall pay the Superintendent \$2,289 as incentive pay based upon the Superintendent's previous performance for the school district. While the incentive pay must be treated as part of the Superintendent's 1985-86 salary for certain purposes, the parties agree that the incentive pay amount is not to be deemed part of the Superintendent's continuing salary for future years under the continuing contract law, and that any future payments will be made in the discretion of the Board based upon its evaluation of the Superintendent's performance.

Comment: It is understood that of the \$5,150 annual salary increase, \$2,861 (5% increase over previous contract) represents the Board's intent to match "market" increases in the "going rate" in comparable school districts for Superintendents and \$2,289 (4% increase over previous contract) represents merit pay for performance well above job standards during 1984-85. It is the Board's intent to separate "merit" and "market" pay adjustments when determining the Superintendent's salary for 1986-87.

MH/rg

Appendix

RESOLUTION RELATING TO THE ANNUAL SCHOOL
ELECTION AND CALLING AN ANNUAL ELECTION THERON

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

1. It is necessary for the School District to hold its annual election for the purpose of electing three school board members for a three year term.

2. The annual election is hereby called and directed to be held on Tuesday, the 20th day of May, 1986, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

3. The voting precincts for said election, and the polling places within the respective precincts, shall be as follows:

1. GEORGETOWN COMMUNITY CENTER - The north boundary of Precinct 2 is the township line between Kragnes & Oakport Townships extending from the Red River east. Residents living north of this line will vote at Georgetown.
2. WASHINGTON ELEMENTARY SCHOOL - 11th Street and 9th Avenue North
3. TOWNSITE CENTRE - 810 - 4th Avenue South - Precinct 3 includes all residents in the Morningside (Senior High) Area including the Ridgewood Area.
4. RIVERSIDE SCHOOL - 4th Street & 14th Avenue South
5. EDISON SCHOOL - 14th Street & 12th Avenue South
6. MIDDLE SCHOOL SOUTH CAMPUS (JUNIOR HIGH) - 11th Street & 20th Avenue South - The south boundary of Precinct No. 6 is the township line between Kurtz and Moorhead Townships extending from the Red River east. Those living south of this line will vote in Sabin.
7. SABIN COMMUNITY CENTER

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

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

SCHOOL ELECTION

Independent School District No. 152

Clay County, Minnesota

May 20, 1986

INSTRUCTIONS: PUT A CROSS MARK (X) OPPOSITE THE NAME OF EACH CANDIDATE YOU WISH TO VOTE FOR IN THE SQUARE PROVIDED FOR THAT PURPOSE.

NAMES OF CANDIDATES

VOTE FOR THREE CANDIDATES FOR THREE-YEAR TERM	
Member of School Board (3 years)	
Member of School Board (3 years)	
Member of School Board (3 years)	
Member of School Board (3 years)	

Reverse side:

OFFICIAL BALLOT

May 20, 1986

Jeanne Seigel

School District Clerk

Judge

Judge

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

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

<u>Precinct and Polling Place</u>	<u>Election Judges</u>
No. 1 Georgetown Community Center	Margaret Mills Beverly Quam Margaret Paseka
No. 2 Washington School	Mary Walker Ruth Swanson Bertha Hatlen
No. 3 Townsite Centre	Elfie Hanson Beatrice Hendrickson Pearl Ecklund
No. 4 Riverside School	Lois Kallander Betty Peterson Jemima Rasmussen
No. 5 Edison School	Lillian Hilgers Geraldine Schneider Reeta Herman
No. 6 Middle School South Campus (Junior High)	Dorothy Feir Louise Noblitt Anna Luttio
No. 7 Sabin Community Center	Thelma Paasch Ruth Evert Dorothy Tabatt

7. The election judges shall act as clerks of election, count the ballots cast and submit them to this board for canvass in the manner provided for other school district elections.

8. Last day to file for office is Tuesday, April 22, and no later than 4:30 p.m.

1987

SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
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1988

JANUARY

S	M	T	W	T	F	S
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY

S	M	T	W	T	F	S
						1
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23	24	25	26	27	28	29

MARCH

S	M	T	W	T	F	S
						1
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23	24	25	26	27	28	29
30	31					

APRIL

S	M	T	W	T	F	S
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30	31					

MAY

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						1
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23	24	25	26	27	28	29
30	31					

JUNE

S	M	T	W	T	F	S
						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

First Day

Sept. 8

Last Day

June 3

M.E.A. (tent)

Oct. 15 & 16

Christmas Vac

Dec. 23- Jan. 1

Thanksgiving

Nov. 26 & 27

Easter Vac

April 1-4

Storm Days

1 Dec. 23

2 Feb. 15

3 April 4

177 days + 5 days workshop

(2) 3½ hr. evening conference days
sometime in Nov. (up to Indiv. Bldg)

MEMO TO: BOARD OF EDUCATION
DR. TROCHLIL

FROM: ROBERT LACHER

DATE: MARCH 20, 1986

SUBJECT: BID AWARD ELECTRIC SERVICE REVISIONS - NORTH & SOUTH
CAMPUSES

BUDGET:

1985-86 Capital Outlay Special Levy (Asbestos-PCB) \$30,000.00

REFERENDUM:

\$60,000.00

B & B Electric - Lake Park, MN	\$37,209.00
CB Electric - Moorhead, MN	\$34,680.00
Fargo Electric - Fargo, ND	\$37,200.00
Fritz Electric - Fargo, ND	\$35,400.00
Globe Electric - West Fargo, ND	\$33,850.00
Modern Electric - Fargo, ND	\$43,216.60
Moorhead Electric - Moorhead, MN	\$31,400.00
Northern Electric - Fargo, ND	\$30,330.00
Rickard Electric - Fargo, ND	\$36,000.00
Marks Electric - Detroit Lakes, MN	\$42,266.00
Sands Electric - Erhard, MN	\$48,400.00

RECOMMENDATION

Move to award low bid to Northern Electric, Fargo, ND, meeting
specifications for: \$30,330.00

Removal of old transformers and disposal: \$10,784.00

TOTAL COST: \$41,114.00

Budget Implications:	1985-86	\$30,000.00
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(Special Levy)	1986-87	\$11,114.00
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TOTAL:		\$41,114.00
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In the preliminary bond election discussion, the assumption can be made that the cost of window replacement in the elementary and middle schools will cost more than budgeted. Depending on the expectations, the budgeted amounts will need to be carefully monitored.

ELECTRIC

MEMO TO: BOARD OF EDUCATION

FROM: ROBERT LACHER
RUTH LEGG

DATE: MARCH 19, 1986

SUBJECT: RECLASSIFICATION OF CAPITAL & GENERAL FUND ITEMS

Some questions have been raised as to whether some items we have paid out of capital funds could now be paid out of general fund monies. In most cases the line between capital and operating expenditures is clearcut, but there are some gray areas. In these areas, consistency from one year to the next is probably the easiest policy to justify.

We have discussed the following items with personnel from the State Dept. of Education:

1. Rental Of Sports Center and Football Fields - now paid out of capital funds. (Approx. \$22,000.00.) Since rental of buildings is a capital expense, and in 1978 we specifically got permission to charge football field rental to capital funds, these items probably should continue to be capital items.
2. Textbook Adoptions - Now paid out of general fund monies (Approx. \$60,000.00.) Replacement textbooks must come out of operating funds, but new adoptions can be coded to capital expenditures.
3. Telephone Costs - Now paid as capital expenditures (Approx. \$15-20,000.00.) This portion of telephone bills is for line leases, but according to SDE we could also justify them as operating expenditures.

If textbook adoptions were recoded to capital and telephone costs to the general fund, the result would be an increase in capital expenditures and a decrease in general fund expenditures of approximately \$40,000.00. If such a change in policy is made the change should be consistent and ongoing - it is not allowable to change items year by year for the district's convenience.

If you have any questions please give us a call.

Thank you.

RECLASS

5/19/80
min
4-15-86

Regular Meeting
Board of Education
Independent School District #152
April 15, 1986

Members Present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Anton Hastad and Ben Trochlil

The meeting was called to order by chairperson, Mike Hulett.

PREVIEW - Ben Trochlil previewed the recommended agenda format.

APPROVAL OF MINUTES - Dean Guida moved, seconded by Anton Hastad, to approve the minutes of March 11 and 25, 1986.

CLAIMS - Curt Borgen moved, seconded by Anton Hastad, to approve the claims, subject to audit, in the amount of \$636,445.29.
Motion carried.

GENERAL FUND	\$260,634.09
FOOD SERVICE	27,861.16
TRANSPORTATION FUND	111,704.70
COMMUNITY SERVICE	11,113.38
CAPITAL EXPENDITURE	48,776.11
MAVTI-GENERAL FUND	106,523.50
MAVTI COMM SERVICE	10,544.18
VO-TECH CAP. OUTLAY	25,419.76
VO-TECH BLDING FUND	2,243.00
FED FINANCIAL AIDS	12,880.76
STUDENT FUNDS	4,439.92
TOWNSITE CENTRE	14,304.73
GRAND TOTAL	\$636,445.29

COMMUNICATIONS - Mike Hulett read a letter from Jan Larson, Moorhead Senior High Spanish instructor, reporting on their very successful trip to Mexico with 13 students and thanking Don Dulski and the Board for their continued support.

Mike Hulett read a letter from the Emergency Food Pantry commending students and faculty at Middle School South Campus in raising \$711.50 and contributing 2519 items of food during Foodshare month in Minnesota. He also thanked the Moorhead Public School System for encouraging this support.

Howard Anderson and Ken Welken, Middle School South Campus, accompanied Michael Lin, Joe Habiger, Mark Abbott and Nathan Hastad to the state level of math counts competition, sponsored by the Minnesota Society of Professional Engineers, held on April 12. Mr. Anderson's team won first place and Michael Lin won high individual score.

Howard Anderson, Michael Lin and Nathan Hastad reported on the competition.

Regular Meeting
Board of Education
Independent School District #152
April 15, 1986
Page Two

FOR YOUR INFORMATION

- *Eileen Hastad, chairperson of the PAC committee, Middle School North Campus, reviewed the activities of the committee this year and reported it has been a good year for staff and students.
- *Lynn Tkachuk, Education Committee, League of Women's Voters, presented a study of concerns at Middle School North Campus.
- *Jeanne Seigel and Joan Ostlie reported on their attendance at the National School Board Association Convention in Las Vegas on April 5-8.

MANAGEMENT PLAN

- *Ben Trochlil reviewed the Varsity Soccer Proposal. Jeanne Seigel moved, seconded by Doug Fagerlie that Independent School District #152 shall offer as an extracurricular program boys and girls varsity soccer teams beginning in the fall of 1986; and such teams shall meet the requirements of the Minnesota High School League so that they qualify to participate in the Minnesota State High School League playoffs in 1986. Motion carried by roll call vote: Seigel - yes, Guida - yes, Borgen - yes, Hulett - yes, Fagerlie - yes, Puppe - yes, Hastad - yes.
- *Ben Trochlil updated the Board of the possible alteration of the green space area east of Townsite Centre to include needed parking area for tenants and guests of Townsite Centre.

Dick Dubord, neighborhood citizen, requested the Board consider keeping the green space as is and to explore all other options.

Wayne Gudmundson, neighborhood citizen, presented the following petition signed by 580 citizens: "The Moorhead Public Schools is proposing to build a parking lot on the playing field area directly east of the Townsite Center. This playground area has been extensively used by neighborhood children and adults for the past 13 to 14 years. This is the only open recreational space in the central Moorhead community.

The proposed asphalt parking lot which would extend 90 feet into this field would eliminate the north softball diamond and cut the available grassy area by about 1/3.

The bids for the parking lot will be opened and a construction company selected by mid-May.

We the undersigned are of voting age, live in Moorhead and strongly feel that the area should remain a community recreational site and that no parking lot infringe upon it".

MANAGEMENT PLAN (continued)

Jeanne Seigel moved, seconded by Anton Hastad, to accept the petition as stated. Motion carried.

Anton Hastad moved, seconded by Jeanne Seigel, to delay the award on the alternate bid for the parking area at Townsite Centre until suggestions are received by the City and Park Board as to alternate uses. Motion carried.

- * Discussion was held on the soccer and football fields at the Senior High with a decision made to have two (2) football fields and one (1) soccer field with underground irrigation east of the track and football field. The existing grades for these areas will not be changed to any great extent.

The district will have another area east of the Sports Center smoothed and left as a grassy area. This can be used for various field activities.

- * Discussion was held on the existing fields at Middle School South Campus
- * Discussion was held on the parking and pick-up areas at Riverside Elementary and the Board directed Ben Trochlil and Mike Hulett to contact the city manager on options that are open.

CHAPTER I RESOLUTION - Wayne Puppe moved, seconded by Jeanne Seigel, to approve the Chapter I (P.L. 97-35 Resolution that names Dr. Bennett Trochlil, Superintendent of Schools, as Local Agency Representative to direct, execute and file applications and otherwise act as authorized representative of said district in all activities related to P.L. 97-35 funds. Motion carried.

DETENTION RESOLUTION - Wayne Puppe moved, seconded by Jeanne Seigel, to approve the Title V Resolution to apply for P.L. 97-35 Title V, Chapter I federal funds to provide supplementary services to neglected and/or delinquent students housed in the Clay County Regional Detention Center. Motion carried.

TITLE VI, P.L. 94-142 RESOLUTION - Jeanne Seigel moved, seconded by Curt Borgen, to approve the Title VI, P.L. 94-142 federal funds for the school districts of Moorhead, Dilworth and Glyndon-Felton. Motion carried.

OCCUPATIONAL THERAPY AGREEMENT - Curt Borgen moved, seconded by Dean Guida, to approve the contracted request with P.T./O.T. Associates of Fargo, North Dakota through the school year 1985-86. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
April 15, 1986
Page Four

SUMMER SCHOOL PROGRAM - Bob Jernberg updated the Board regarding legislation and Board options on the summer school program.

Wayne Puppe moved, seconded by Anton Hastad, to provide summer school in 1986 as outlined by Bob Jernberg. Motion carried.

CCCPP SUMMER SCHOOL - Dean Guida moved, seconded by Jeanne Seigel, to approve Moorhead's participation in the CCCPP 1986 summer school program. Motion carried.

ACCEPTANCE OF GIFT - Curt Borgen moved, seconded by Jeanne Seigel, to accept the following gifts to pay for transportation for the School Patrol members from Moorhead Public Schools, St. Francis, St. Joseph and Dilworth Schools to attend a Minnesota Twins game on May 13: Vikingland Kiwanis - \$100.00; Moorhead Kiwanis - \$100.00; VFW #1223 - \$1,000; American Legion #21 - \$1,000.00; Clay County Safety - \$250.00; Auto Club - \$350.00. and direct letters of thanks be sent. Motion carried.

PERSONNEL - Jeanne Seigel moved, seconded by Anton Hastad, to approve the following personnel changes:

Return From Leave

Doris Babler - Special Education Aide - returning from leave of absence for the 1986-87 school year

New Employee

Carole Klein - Community Arts Coordinator, \$11.00 per hour for twenty hours per week, effective April 16, 1986

Marlyce Oshsner - Adult Education Secretary, 12 months, \$6.07 per hour, effective April 16, 1986

Retiring

Donna Nelson - Chapter I teacher, effective April 30, 1986
Motion carried.

RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS - Jeanne Seigel moved, seconded by Anton Hastad to adopt the resolution discontinuing and reducing educational programs and positions. Motion carried by roll call vote: Seigel - yes, Guida - yes, Borgen - yes, Hulett - yes, Hastad - yes, (absent on roll call: Puppe and Fagerlie).

DENTAL BID - Dean Guida moved, seconded by Curt Borgen, to award the bid to EBP/MSA at a cost of \$13.25/month for single and \$31.86/month through August 31, 1987, effective May 1, 1986. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
April 15, 1986
Page Five

RENTAL AGREEMENT - MOORHEAD STATE UNIVERSITY - Jeanne Seigel moved, seconded by Anton Hastad, to approve the contract with Moorhead State University for the use of Comstock Memorial Union (Ballroom, Comstock Room and Wooden Nickel) for the Post Prom Party on Saturday, May 18, 1986, between 12 midnight and 6:00 a.m.. Motion carried.

DESTRUCTION OF RECORDS RESOLUTION - Curt Borgen moved, seconded by Jeanne Seigel, to pass the resolution for destruction of claims, vouchers, receipts and checks as shown. Motion carried.

DILWORTH SCHOOL DISTRICT ANNEXATION - Jeanne Seigel moved, seconded by Anton Hastad, directing the administration to begin the process of possibly granting the Dilworth Public School the option of annexing the Orchard Estates into the Dilworth School District #147.

SCHOOL BOARD MEETINGS - Curt Borgen moved, seconded by Anton Hastad, to set the following Board meeting dates:

Tuesday, April 22 - 7:30 p.m.

Tuesday, April 29 - 7:30 p.m.

Motion carried.

Jeanne Seigel, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, April 15 at 5:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie _____	Dean Guida _____
Jeanne Seigel _____	Anton Hastad _____
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 11 and 25, 1986.

IV. CONSIDERATION OF CLAIMS Appendix B

Recommendation: Move to approve the claims.

V. COMMUNICATIONS

- *Spanish Trip to Mexico
- *Emergency Food Pantry

VI. OPPORTUNITY FOR CITIZENS TO SPEAK

VII. "WE ARE PROUD"

VIII. UNFINISHED BUSINESS

1. Review of Management Plan Appendix C

IX. NEW BUSINESS

1. Consider Chapter I Resolution Appendix D

2. Consider Detention Center Resolution Appendix E

3. Consider 94-142 Resolution Appendix F

4. Consider Occupational Therapy Agreement Appendix G

5. Consider Summer School Program Appendix H

5/19/86
min
4-15-86

- | | |
|---|-----------------------|
| 6. Consider CCCPP Summer School Program | Appendix <u>I</u> |
| 7. Consider Acceptance of Gift -
South Campus | Appendix <u>J</u> |
| 7a. Consider Acceptance of Gift -
School Patrol | Appendix <u>Ja</u> |
| 8. Consider Personnel | Appendix <u>K</u> |
| 9. Consider Dental Bids | Appendix <u>L</u> |
| 10. Consider Rental Agreement - MSU | Appendix <u>M</u> |
| 11. Consider Destruction of Records Resolution | Appendix <u>N</u> |
| 12. Review Dilworth School District
Annexation Request | Appendix <u>O</u> |
| 13. Consider School Board Meeting Changes | Appendix <u>P</u> |
|
X. FOR YOUR INFORMATION |
Appendix <u>Z</u> |
| XI. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION | |
| XII. ADJOURNMENT | |

NEXT SCHEDULED MEETING Tuesday, April 22, 1986

UNFINISHED BUSINESS

1. Review of Management Plan (Trochlil) Appendix C

Explanation: The major issues to be discussed at this meeting are: goals (refer to Appendices C-1,C-2), legislation, finances and site development (green space, soccer field location, irrigation, softball field).

Recommendation: For discussion purposes.

NEW BUSINESS

1. Chapter I Resolution (Swedberg) Appendix D

Explanation: The proposed resolution found in Appendix D-1 authorizes District #152 to apply for P.L. 97-35 (Chapter I) funds for the Moorhead School District. The resolution names Dr. Bennett Trochlil, Superintendent of Schools, as Local Agency Representative to direct, execute and file applications and otherwise act as authorized representative of said district in all activities related to P.L. 97-35 funds.

Recommendation: Move to approve the Chapter I (P.L. 97-35 Resolution.

2. Detention Center Contract (Swedberg) Appendix E

Explanation: The proposed resolution found in Appendix E-1 authorizes District #152 to apply for P.L. 97-35 Title V, Chapter I federal funds to provide supplementary services to neglected and/or delinquent students housed in the Clay County Regional Detention Center.

Recommendation: Move to approve the Chapter I (P.L. 97-35) resolution.

3. Title VI, P.L. 94-142 (Swedberg) Appendix F
Resolution

Explanation: The proposed resolution found in Appendix F-1 authorizes District #152 to apply for Title VI, P.L. 94-142 federal funds for the school districts of Moorhead, Dilworth and Glyndon-Felton. It is estimated Moorhead Schools will receive approximately \$115,000 for the 1986-87 school year or about \$220 per handicapped child who was receiving services on December 1, 1985.

Recommendation: Move to approve the Title VI, P.L. 94-142 resolution.

4. Occupational Therapy (Swedberg) Appendix G
Agreement

Explanation: A contract with Physical Therapy/Occupational Therapy Associates of Fargo, North Dakota to provide occupational therapy services to assigned students through the end of the 1985-86 school year is recommended (Appendix G-1). The total cost of this contract is estimated at \$2,350.00. The cost to District #152 should be approximately \$1,057.50 after special education reimbursement.

Recommendation: Move to approve the contracted request with P.T./O.T. Associates of Fargo, North Dakota through the school year 1985-86.

- 5. Summer School Program (Jernberg) Appendix H

Explanation: The 1986 Legislature has altered summer school funding which would require an increased local effort for summer school programs.

The Board will be updated regarding legislation and Board options.

Recommendation: After discussion the Board should, by motion, direct the administration as how to proceed in implementing summer school for 1986.

- 6. CCCPP Summer School (Swedberg) Appendix I

Explanation: At a recent meeting of the CCVC Board a request was made to provide summer school to children enrolled in the Clay County Coordinated Preschool Program (CCCPP). As in past years the CCVC approval was delayed until each individual school board authorized the program. It is anticipated Moorhead's cost for this summer program will be approximately \$400 to \$600 after summer school foundation aids have been received.

Recommendation: Move to approve Moorhead's participation in the CCCPP 1986 summer school program.

- 7. Acceptance of Gift (Jernberg) Appendix J

Explanation: The district is in receipt of weight lifting equipment for the weight lifting room at Moorhead Middle School South Campus. The equipment includes leg extension apparatus and leg curl apparatus worth a total amount of \$1,200.

Recommendation: Move to accept the gift of weight lifting equipment from the Moorhead Middle School South Campus Student Council.

7a. Acceptance of Gift

(Jernberg)

Appendix Ja

Explanation: We have received the following gifts to pay for transportation for the School Patrol members from Moorhead Public Schools, St. Francis, St. Joseph and Dilworth Schools to attend a Minnesota Twins game on May 13. Tickets have been obtained through cooperation from the Minnesota American Legion and the Minnesota Twins. The May 13 date is one of the annual School Patrol Recognition Days.

An additional gift of \$50.00 has been received by the Dilworth School Board from the Dilworth Lion's Club. Gifts to Moorhead Schools are as follows:

Vikingland Kiwanis	100.00
Moorhead Kiwanis	100.00
VFW #1223	1,000.00
American Legion #21	1,000.00
Clay County Safety	250.00
Auto Club	350.00

Recommendation: Move to accept the gifts as listed and to direct the administration to write letters of appreciation.

8. Personnel

(Bergen)

Appendix K

Return From Leave

Doris Babler - Special Education Aide - returning from leave of absence for the 1986-87 school year

Recommendation: Move to approve the personnel change as shown.

Note: A Resolution Discontinuing and Reducing Education Programs and Positions is being prepared. As soon as it is completed, copies will be made available.

9. Dental Bid

(Lacher)

Appendix L

Explanation: Appendix L-1 is the bid summary.

Bargaining units that include principals, supervisors, central administrators and the superintendent are included in this bid request. The units negotiated the coverage as part of their total package.

Recommendation: Move to award the bid to EPP/MSA at a cost of \$13.25/month for single and \$31.86/month through August 31, 1987, effective May 1, 1986.

10. Rental Agreement -
Moorhead State University

(Trochlil)

Appendix M

Explanation: The Post Prom is sponsored by the Youth Board, Student Council and parents. The costs are covered by contributors and admissions.

Given the nature of the event, the school board should approve the contract (Appendix M-1).

Recommendation: Move to approve the contract with Moorhead State University for the use of Comstock Memorial Union (Ballroom, Comstock Room and Wooden Nickel) for the Post Prom Party on Saturday, May 18, 1986, between 12 midnight and 6:00 a.m..

11. Destruction of Records
Resolution

(Lacher)

Appendix N

Explanation: The Board is requested to pass the resolution in Appendix N-1 for destruction of claims, vouchers, receipts and checks as shown.

Miscellaneous papers and correspondence from that period will not be destroyed but sent to the Minnesota Regional Research Center at Moorhead State University when the district no longer has need of them.

Recommendation: Move to pass the resolution for destruction of claims, vouchers, receipts and checks as shown.

12. Dilworth School District
Annexation

(Trochlil)

Appendix O

Explanation: Appendix O-1 is the resolution by the Dilworth School Board.

Issues to be discussed:

1. impact on Moorhead School District as to taxes
2. impact on Moorhead School District as to other requests to annex property
3. relationships between Moorhead and Dilworth
4. Orchard Estates in corporate limits of the city of Dilworth

Recommendation: Discuss with final decision on April 22.

1.	67-69	Peace Corps School India - North	\$1,000.00
2.	68-69	Biafra relief (CARE)-North	1,200.00
3.	69-70	Tennis Courts (Hansmann Park) - North	800.00
4.	70-71	Peace Corps School Phillipines-North	1,000.00
5.	71-72	Christmas Baskets to Nursing Homes and others	500.00
6.	72-73	Auto accident victim-wheelchair and supplies	600.00
7.	73-74	Support for a student with Leukemia-North	3,025.00
8.	74-75	Social Studies-Hot Line-North	1,000.00
9.	75-76	Law Enforcement, Paid for digging a well in India and Foster Child Program-North	500.00
10.	76-77	Tanzania-North with Central and South	2,000.00
11.	77-78	Viking Ship-North	1,500.00
12.	78-79	Rollie Beach Fund-North	2,000.00
13.	79-80	Michael Branddon Fund-North	6,500.00
14.	80-81	Dale Knutson, Harbor School, Parents and Children and Don Franck-North	5,600.00
15.	81-82	Mathew Masten and Hans Aleckson-Moorhead High	11,000.00
16.	82-83	Center for Parents and Children, Michelle Boyle and Jenny Williams-Moorhead Jr. High	9,000.00
17.	83-84	Rape and Abuse Center-Moorhead Jr. High	5,100.00
18.	84-85	F-M Pantry-Moorhead Jr. High	1,200.00
19.	84-85	Center for Parents and Children	1,000.00
20.	85-86	F-M Pantry-South Campus	1,611.00
21.	85-86	Make-a-Wish	1,036.00
			<u>\$57,172.00</u>

'WE ARE PROUD' (continued)

3. Nathan Christensen was the first place winner of the American Bank & Trust Company Agriculture Poster Contest. Second place went to Melissa Lommen. Both are 4th graders at Probstfield Elementary.
4. Tom Kavanaugh, Moorhead Area Vocational Technical Institute Commercial Art instructor, was recently elected Vice President of the newly formed Minnesota Vocational Technical Faculty Association (MVTFA) at its first annual Representative Assembly March 21 and 22 in Minneapolis.
5. Riverside Science Fair Winners - top three:
 Brian Lass
 Dale Anderson
 Randy Loffelmacher & Mike Miller
Mrs. Skugrud and Mr. Beckius gave their direction and support.
6. Jim Westra and Howard Anderson have received mini-grants in the amount of \$500.00 each, through Title II programs for Math and Science, sponsored by the West Central ECSU.

Mr. Westra's chemistry project will be related to Forensic Science. Mr. Anderson's grant will be for production of classroom materials.
7. Moorhead Senior High School has been North Central Association accredited for the 1985-86 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 in providing for its students a quality program of education.
8. The Clay County Coordinated Preschool Program (CCCPP) has been awarded first place in a state-wide competition of Programs of Excellence sponsored by the Minnesota Rural Education Association. The CCCPP was awarded this honor in the Community/School Partnership category.
9. The Senior High speech squad placed second at the Barnesville Invitational on Saturday, March 22. Gold medalists include Steve Wasson, Randy Garter and Ann Tandy. Ann Tandy also won a bronze medal.

FOR YOUR INFORMATION

1. NSBA Convention - Jeanne Seigel and Joan Ostlie will make a short report.
2. Lynn Tkachuk, representative of the League of Women Voters will give a review of the North Campus program.
3. Eileen Hastad, PAC Chair, will make a presentation on the Parent Advisory Committee's North Campus activities.

FOR YOUR INFORMATION (continued)

4. Minutes of Clay County Vocational Cooperative Center Board Meeting
- March 4, 1986 (Appendix Z-1)
5. The hearing date for Unrequested Leave of Absence has been set for
3:30 p.m., Townsite Centre.

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Policy Review Committee	Monday, April 14	7:00 p.m.	Townsite
Learning Bank	Wednesday, April 16	7:30 a.m.	Fargo Board Room
Zaeske Retirement	Wednesday, April 16	3:30-5:00 p.m.	Edison
PER	Thursday, April 17	7:00 a.m.	Townsite
Edison - School Effectiveness (no school for students)	Friday, April 18	All Day	Edison
Board Election - (last day for filing)	Tuesday, April 22	4:30 p.m.	(closing time for filing)
Kindergarten Registration	Wednesday, April 23 through Friday, April 25		
MEA Recognition Dinner	Thursday, May 8	6:00 p.m.	Concordia



Minnesota State Board of Education

705 Capitol Square Building, 500 Cedar Street, St. Paul, MN 55101-0025 (612) 297-0025

State Board of Education Meeting Report March 1986

The State Board of Education met on Monday, March 10 and Tuesday, March 11, 1986, and took the following actions.

Adoption of strategic goals. The State Board adopted the following eight goals:

1. Develop a comprehensive proposal for the funding and organization of K-12 public education at an adequate and equitable level.
2. Develop and adopt a definition of a school.
3. Develop a performance-based education system, including personalized learning plans, in 10-15 exemplary demonstration sites.
4. Implement an exemplary staff development program in every Minnesota school district.
5. Develop a performance-based administrative training and licensure system for the State of Minnesota.
6. Adopt a comprehensive plan for significant improvement in the PK-12 public education of American Indian students.
7. Provide leadership in eliminating cultural and gender bias in Minnesota school curriculum and instruction.
8. Increase public policy-maker awareness about the growing problems of educating the "at risk" child.

I. CURRICULUM and INSTRUCTION

GOAL: TO DESIGN, IMPLEMENT, AND SYSTEMATICALLY REVISE A CURRICULUM THAT ENCOURAGES LEARNING BY TAKING INTO ACCOUNT *PAST HISTORY*, CURRENT AND ANTICIPATED TECHNOLOGY, SOCIAL CHANGES, AND INNOVATIONS

III. FACILITIES

GOAL: TO DESIGN NEW FACILITIES OR REMODEL EXISTING FACILITIES THAT ARE RESPONSIVE TO IMMEDIATE AND FUTURE NEEDS OF STAKEHOLDERS, AND SUPPORT/ STIMULATE INNOVATIONS IN CURRICULUM AND INSTRUCTION.

IV. TECHNOLOGY

GOAL: TO ANTICIPATE AND IMPLEMENT NEW TECHNOLOGIES THAT WILL PREPARE STAFF, STUDENTS AND *COMMUNITY* TO MEET THE CHALLENGES OF A RAPIDLY CHANGING SOCIETY.

V. PUBLIC INFORMATION and MARKETING

GOAL: TO PROVIDE INFORMATION TO THE STAKEHOLDERS* IN AN EFFORT TO ENSURE PUBLIC AWARENESS AND SUPPORT FOR THE GOALS AND ACTIVITIES OF THE SCHOOL DISTRICT; TO ALLOW OPPORTUNITIES FOR INPUT FROM THE STAKEHOLDERS; TO PROMOTE THE DISTRICT'S STRENGTHS THROUGH PUBLIC RELATIONS AND MARKETING.

VI. COMMUNITY EDUCATION (*Life Long Education*)

GOAL: TO MAINTAIN AN EDUCATIONAL THRUST THAT WILL (1) IDENTIFY THE LIFELONG NEEDS OF MOORHEAD AREA STAKEHOLDERS; (2) IDENTIFY AND USE COMMUNITY RESOURCES TO ADDRESS STAKEHOLDER NEEDS; AND (3) WORK IN CONJUNCTION WITH THE K-12 SYSTEM TO DELIVER PROGRAMS TO ALL MOORHEAD AREA LEARNERS.

VII. PARTNERSHIPS

GOAL: TO DEVELOP PARTNERSHIPS WITH BUSINESS, INDUSTRY, ARMED FORCES, POST SECONDARY EDUCATION, AND PROFESSIONS THAT WOULD PROVIDE RESOURCE PEOPLE, FACILITIES, FUNDING, CURRICULUM AND EXPOSURE NOT PRESENTLY AVAILABLE IN THE SCHOOL PROGRAM.

VIII. ORGANIZATIONAL CLIMATE AND HUMAN RESOURCES

GOAL: TO PROVIDE A SCHOOL ENVIRONMENT WHICH WILL ENHANCE WORK PERFORMANCE AND EDUCATION THROUGH INCREASED RESPECT, RECOGNITION, JOB SATISFACTION, MORALE, AND MUTUAL TRUST.

IX. PLANNING AND EVALUATION

GOAL: TO DESIGN AND IMPLEMENT A PLANNING AND EVALUATION PROCESS THAT INVOLVES MOORHEAD AREA STAKEHOLDERS AND IS CHARACTERIZED BY MEASURABLE GOALS, OBJECTIVES AND ACTIVITIES.

CHAPTER I (TITLE I) RESOLUTION 1986-87

Reading and Math

WHEREAS, the Congress of the United States has, "In recognition of the special education needs of children of low-income families and the impact that concentrations of low-income families have on the ability of educational agencies to support adequate educational programs, Congress hereby declares it to be the policy of the United States to provide financial assistance to local educational agencies serving areas with concentration of children from low-income families to expand and improve the educational programs by various means which contribute particularly to meeting the special educational needs of educationally deprived children", and,

WHEREAS, School District #152 declares its intention to carry out the policy of the Congress of the United States by developing projects in concert with current State and Federal Chapter I Regulations and Guidelines to expand and improve the educational programs by various means which contribute particularly to meeting the special educational needs of the educationally deprived children that attend in the district.

NOW, THEREFORE, BE IT RESOLVED, that School District #152 apply for financial assistance available under E.S.E.A. Title I as amended (P.L. 97-35, Title V, Subtitle D, Chapter I) and that Dr. Bennett Trochlil, Superintendent of Schools, be named as the Local Agency Representative and be directed to execute and file application(s) for and in behalf of the School District and otherwise act as authorized representative of the School District in all activities related to E.S.E.A., Title I, as amended (P.L. 97-35, Title V, Subtitle D, Chapter I), for the school year 1986-87.

Clerk

Date

CHAPTER I (Title I) - DETENTION CENTER

WHEREAS, the Congress of the United States has, "In recognition of the special education needs that neglected and delinquent children programs have on the ability of educational agencies to support adequate educational services, Congress hereby declares it to be the policy of the United States to provide financial assistance to local educational agencies serving this population for the purpose to improve the educational programs by various means which contribute particularly to meeting the special educational needs of neglected and delinquent children."

WHEREAS, School District #152 declares its intention to carry out the policy of the Congress of the United States by developing projects in concert with current state and Federal Title I Regulations and Guidelines to expand and improve the educational programs by various means which contribute particularly to meeting the special educational needs of the neglected and delinquent children that attend school in the district.

NOW, THEREFORE, BE IT RESOLVED, that School District #152 apply for financial assistance available under E.S.E.A. Title I as amended (P.L. 97-35, Title V, Subtitle D, Chapter I), and that Dr. Bennett Trochlil, Superintendent of Schools, be named as the Local Agency Representative and be directed to execute and file application(s) for and in behalf of the School District in all activities related to E.S.E.A. Title I as amended (P.L. 97-35, Title V, Subtitle D, Chapter I) for the school year 1986-87.

Clerk

Date

TITLE VI RESOLUTION

WHEREAS, School District #152 has declared its intention to carry out the policy of Congress of the United States and State of Minnesota Legislation by developing projects in connection with current state and federal 94-142 regulations and guidelines to expand and improve the educational programs by various means which contribute particularly to meeting the special education needs of handicapped children.

BE IT RESOLVED, That School District #152 apply for financial assistance under P.L. 94-142 for the School Districts of Moorhead, Dilworth and Glyndon-Felton and that Dr. Bennett Trochlil, Superintendent of Schools of Moorhead, be named as the Local Agency Representative and be directed to execute and file applications on behalf of the School Districts and otherwise act as an authorized representative of the School Districts in all activities related to P.L. 94-142 for the 1986-87 school year.

Clerk

Date

MEMORANDUM OF AGREEMENT FOR
OCCUPATIONAL THERAPY SERVICES

This contract, entered into this tenth day of March 1986 by and between Moorhead Public Schools, Independent School District #152, (the AGENCY), and P.T./O.T. Services of Fargo, North Dakota (the OCCUPATIONAL THERAPIST) affirms that:

WHEREAS, THE AGENCY has determined that it is necessary to retain the services of a qualified occupational therapist for handicapped children;

WHEREAS, THE OCCUPATIONAL THERAPIST is duly qualified to perform these services; NOW THEREFORE, the parties agree as follows:

1. The OCCUPATIONAL THERAPIST shall provide any or all of the following services, as requested by the AGENCY:
 - a. participate in AGENCY client planning, such as Education Planning Committees, Individualized Planning Conferences or medical staffing;
 - b. evaluate each client, formally and/or informally;
 - c. help determine specific program needs and plan appropriate motor activities, exercises, mobility training, self-help skills, and use of special rehabilitation equipment;
 - d. orient, train, and supervise professional and non-professional staff in the prescribed treatment methods and educational techniques;
 - e. provide periodic verbal and written reports to the AGENCY;
 - f. provide inservice training for staff and families as directed.

MEMO TO: BOARD OF EDUCATION
DR. TROCHLIL

FROM: ROBERT LACHER *R. Lacher*

DATE: MARCH 24, 1986

SUBJECT: AWARDING OF DENTAL BID

The following is a summary of the bids for Dental Insurance.

COMPANY	SINGLE COST	FAMILY COST
EBP/MSBA - Minneapolis (Till 9-1-87)	\$13.25	\$31.86
Mutual Benefit Life - Minneapolis	\$13.00	\$30.16
MII, Inc. - St. Paul	\$14.40	\$39.50
Blue Cross - St. Paul	\$13.68	\$37.53
Delta Dental - Minneapolis (25 Plus)	\$12.95	\$33.25
(25 Plus "100")	\$13.95	\$36.25

I recommend the bid be awarded to EBP/MSBA for being the lowest bidder meeting specifications for service and maximums.

Moorhead State University
Moorhead, Minnesota

FACILITIES RENTAL AGREEMENT

RENTAL AGREEMENT FOR USE OF CMU (Ballroom, Comstock Room and Wooden Nickel)

The following constitutes a rental agreement between Moorhead High School

_____ and Moorhead State University.

for Post Prom

on May 18, 1986

Hours Set-up _____

Rehearse _____

Event 12 midnight to 6:00 am

TERMS OF AGREEMENT:

1. Basic Rental Fee of \$ 250.00 rental, \$44.00 Recreation Center and Police. payable to Moorhead State University.

2. All Concession Rights are reserved exclusively for does not apply.

3. Extra labor costs for areas listed below will be paid by Moorhead High School if necessary.

Building Preparation: _____ "

Set-Up & Clean Up: _____ "

Maintenance/Custodial: _____ "

Technicians: _____ "

Student Help: _____ "

4. Extra costs for use of:

Lighting: _____ "

Equipment: _____ "

TOTAL: \$ See Above

5. It is understood that Moorhead High School will assume the responsibility for supervising all activities in this rental. That they are liable for any and all damage to facilities or equipment used. That they agree to provide indemnity and exempt Moorhead State University for all accidents arising out of the rental operation. It is further understood that Moorhead State University assumes no responsibility for loss of property, accidents or injuries to participants, spectators or officials during the period of time conditions of this rental are in effect. The Renter will be held responsible for any damage to MSU property or for any missing materials or property of MSU.

6. SPECIAL CONDITIONS:

Moorhead High School must provide Moorhead State University with a \$500,000 insurance policy for personal injury and property damage. All food service must be provided by ARA Slater of MSU. Popcorn is \$.50 per box, it must be ordered 4 days in advance. Alternative bar arrangements must be made two weeks in advance. All arrangements made with Scheduling Services. Contract and insurance must be in Scheduling Office by May 20, 1986. Setup requirements made one week in advance of event.

Signatures:

President or Authorized Representative _____

Date _____

Renter _____

Date _____

Advisor _____

Date _____

Diane Wray Williams
Moorhead Youth Board

4-8-86

RESOLUTION

WHEREAS, The Board of Education of Independent School District #152, Moorhead, recognizes that retention of district records is paramount in the efficient operation of business of the District, and

WHEREAS, The Board is also aware that certain records of the District must be preserved permanently, and

WHEREAS, It is recognized that permanent retention of all records is not feasible, and

WHEREAS, M.S. 123.40, subd. 5 provides for destruction of certain records after a determined period of time.

NOW, THEREFORE, BE IT RESOLVED, pursuant to M.S. 123.40, subd. 5, that the Board of Education of Independent School District #152 authorizes the destruction of the following records:

- (1) claims & vouchers paid by the district from July 1, 1984 & prior to June 30, 1986,
- (2) receipts from July 1, 1984 and prior to June 30, 1986,
- (3) orders and checks paid from July 1, 1984 and prior to June 30, 1986.

BE IT FURTHER RESOLVED, That a copy of this resolution be sent to the records disposition panel established pursuant to M.S. 138.17, said panel consisting of the Director of the Minnesota Historical Society, State Auditor, and Attorney General.

BE IT FURTHER RESOLVED, That upon receipt of the request signed by the three panel members, the District destroy the aforementioned records.

Dated this 15th day of April, 1986.

BOARD OF EDUCATION
Independent School District #152

Chairman

RESOLUTION

Orchard Estates Annexation into Dilworth School District

Whereas, Orchard Estates did become annexed into the corporate limits of the city of Dilworth in 1978.

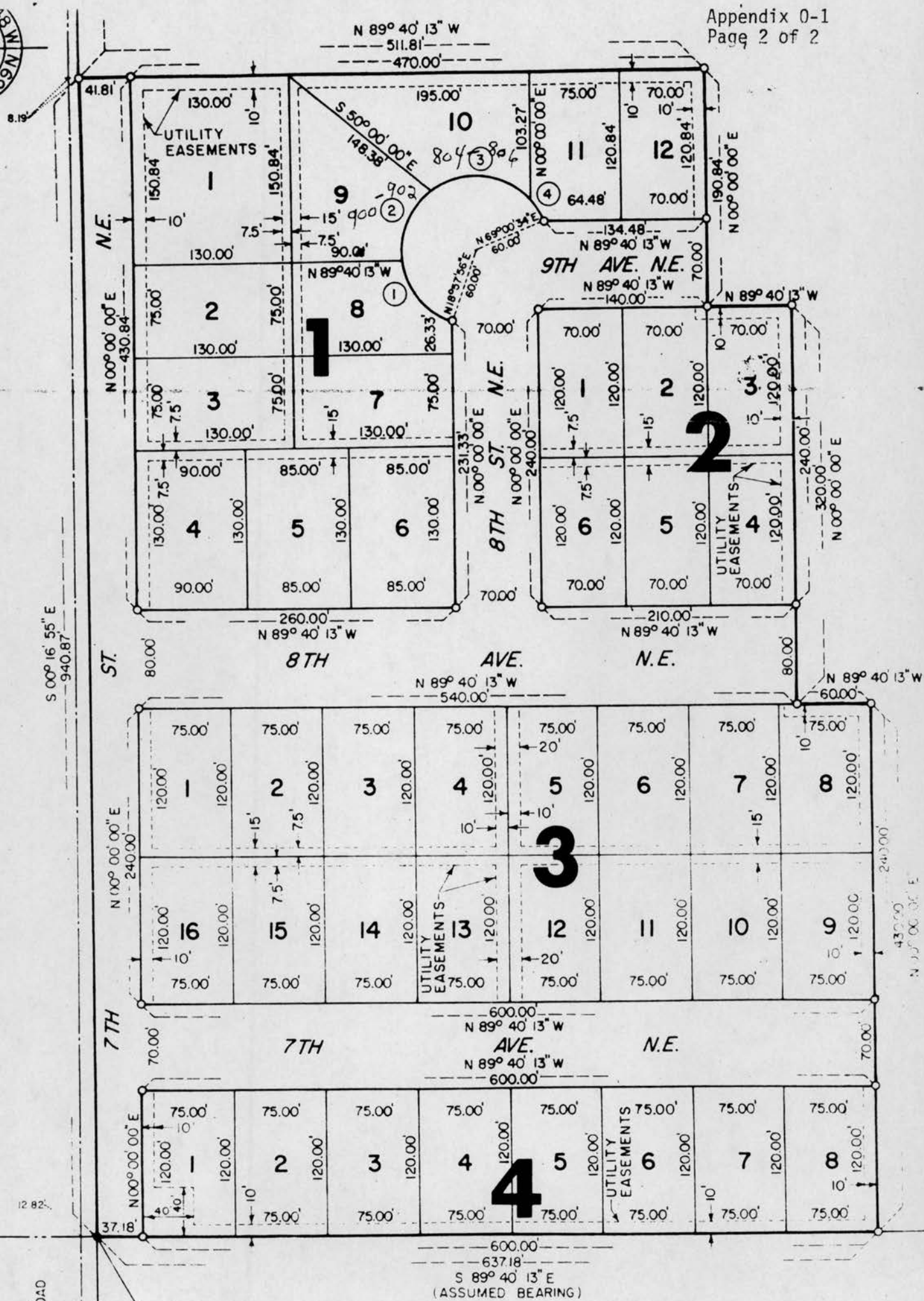
Whereas, this partial of land is a total of 57 acres and is serviced by the city of Dilworth with the following services: water, sewer, garbage, fire, recreation, and several other city services.

Whereas, residents have requested to attend the Dilworth Public School.

Whereas, this development has not properly developed because of concerns that children would be part of the city of Dilworth but not students at the Dilworth School.

Therefore, be it that the Dilworth Public School be allowed the option to annex Orchard Estates into Dilworth School District #147.

Approved by Dilworth Board of Education 2-10-1986



CLAY COUNTY VOCATIONAL COOPERATIVE CENTER
GOVERNING BOARD MEETING
TUESDAY, MARCH 4, 1986 10:00 A.M.

CALL TO ORDER

The meeting was called to order by Chairperson, Courtney Carlson.

ATTENDANCE

The following were present: Hawley: Courtney Carlson, Supt. Duane Rafteseth. Dilworth: Clyde McArthur, Supt. Don Vellenga. Barnesville: Supt. Ed Thompson. Moorhead: Curt Borgen, Supt. Ben Trochlil. CCVCC: Robert Wiltsey, Howard Wergeland. Absent: Dilworth: Rolland Coalwell. Glyndon-Felton: Lloyd Seter, Jr., Supt. Harold Larson. Barnesville: Ardon Doran.

APPROVE AGENDA

Moved by Borgen, seconded by McArthur to approve the agenda. Motion carried unanimously.

MINUTES OF PREVIOUS MEETING

Moved by McArthur, seconded by Borgen, to approve the minutes of the February 5, 1986 Governing Board meeting. Motion carried unanimously.

CONSIDERATION OF CLAIMS

Moved by Borgen, seconded by McArthur to approve the CCVCC claims for February in the amount of \$34,396.64. Motion carried unanimously.

APPROVE TELEPHONE DEPOSITS

Moved by McArthur, seconded by Borgen to approve the telephone deposits for February in the amount of \$47,328.00. Motion carried unanimously.

INTRODUCTION OF GUESTS

Lee Richards
Robyn Widley

DIRECTOR'S REPORT

The CCVCC Inventory was enclosed for information only.

Mr. Wiltsey updated the Board on the 1986-87 program enrollments.

CCVCC Governing Board
March 4, 1986
Page 2

OLD BUSINESS

Moved by Borgen, seconded by McArthur to adopt the District's Resolutions in support of the CCCPP Program and voted in favor of supporting the Program for 1986-87. Motion carried unanimously.

The Superintendents will call Mr. Wiltsey regarding the continuation of the Artist-in-Residence program.

NEW BUSINESS

Member McArthur introduced the following resolution and moved its adoption

RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS
FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFOR.

WHEREAS, the financial condition of the CCVCC #965 dictates that the Governing Board must reduce expenditures, and,

WHEREAS, there has been continued reduction in the student enrollment, and,

WHEREAS, this reduction in expenditures and decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and,

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the Governing Board of the CCVCC #965, as follows

That the Governing Board hereby directs the Vocational Director to consider the discontinuance of programs or positions to effectuate economics in the Cooperative and reduce expenditures and, as a result of a reduction in enrollment, make recommendations to the Governing Board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing was duly seconded by member Borgen and upon vote being taken thereon, the following voted in favor thereof

McArthur, Borgen, Carlson

and the following voted against

none

Motion: Passed Failed

CCVCC Governing Board
March 4, 1986
Page 3

NEW BUSINESS (cont'd)

Lee Richards gave the Board a presentation regarding the National Conference on Learner Outcomes which he attended in February.

NEXT MEETING DATE

The next meeting will be held on Wednesday, April 2, 1986, at 10:00 a.m. in Room 130 at the Clay County Vocational Cooperative Center.

ADJOURNMENT

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

Curt Borgen
Curt Borgen

Acting Clerk

5/m9/Bo 5
min
4-22-86

Regular Meeting
Board of Education
Independent School District #152
April 22, 1986

Members Present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Wayne Puppe, Anton Hastad and Rod Bergen.

The VICA (Vocational Industrial Clubs of America) from Moorhead Area Vocational Technical Institute, presented their Emblem Ceremony.

Members are: Julie Butler, Tim Torgeson, Kerri Lien, Jeff Manston, Grant Johnson, Dave Blake and Melisa Eriksmoen. Advisors are: Gary Hagen, Bob Knudtson, Nancy Barlow and Harry Fillafer.

The meeting was called to order by chairperson, Mike Hulett.

PREVIEW - Rod Bergen previewed the agenda, adding Personnel.

EQUIPMENT DONATION - Wayne Puppe moved, seconded by Anton Hastad to accept the donation of two Kubita Diesel Engines, a TV set, a home freezer, and an ice maker to Moorhead Area Vocational Technical Institute. 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>
Lori Swanson	Doug Fagerlie	Curt Borgen	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Jan Beeson	Curt Borgen	Dean Guida	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Elsa Aasheim	Dean Guida	Jeanne Seigel	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Guadalupe Steinert	Jeanne Seigel	Anton Hastad	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel

Regular Meeting
Board of Education
Independent School District #152
April 22, 1986
Page Two

TERMINATION OF PROBATIONARY TEACHERS (continued)

<u>Name</u>	<u>Moved By</u>	<u>Seconded By</u>	<u>Roll Call Vote</u>
Leslie Walkin	Anton Hastad	Wayne Puppe	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Kay Peterson	Wayne Puppe	Doug Fagerlie	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Debera Torkelson	Doug Fagerlie	Curt Borgen	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Korri Fischer	Curt Borgen	Dean Guida	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Leslie Hovland	Dean Guida	Jeanne Seigel	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Linda Koppin	Jeanne Seigel	Anton Hastad	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Linda Day	Anton Hastad	Wayne Puppe	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Diane Mancini	Wayne Puppe	Doug Fagerlie	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Betty Sjostrom	Doug Fagerlie	Curt Borgen	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel

Regular Meeting
 Board of Education
 Independent School District #152
 April 22, 1986
 Page Three

TERMINATION OF PROBATIONARY TEACHERS (continued)

<u>Name</u>	<u>Moved By</u>	<u>Seconded By</u>	<u>Roll Call Vote</u>
Margaret Hanson	Curt Borgen	Dean Guida	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Debra Eidsmoe	Dean Guida	Jeanne Seigel	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Marlene Kensrud	Jeanne Seigel	Anton Hastad	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Emily Nerland	Anton Hastad	Wayne Puppe	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Judy O'Keefe	Wayne Puppe	Doug Fagerlie	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel

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>
Ken Ogi	Jeanne Seigel	Anton Hastad	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Bruce Carlson	Anton Hastad	Wayne Puppe	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Nancy Barlow	Wayne Puppe	Doug Fagerlie	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel

Regular Meeting
Board of Education
Independent School District #152
April 22, 1986
Page Four

PROPOSED PLACEMENT OF TENURED TEACHERS ON UNREQUESTED LEAVE OF ABSENCE
(continued)

<u>NAME</u>	<u>Moved By</u>	<u>Seconded By</u>	<u>Roll Call Vote</u>
Jan Eidem	Doug Fagerlie	Curt Borgen	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Lois Foss	Curt Borgen	Dean Guida	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Sandra Halsne	Dean Guida	Jeanne Seigel	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel
Ted Guerrero	Jeanne Seigel	Anton Hastad	aye-Hastad, Puppe, Fagerlie, Hulett, Borgen, Guida, Seigel

PERSONNEL - Wayne Puppe moved, seconded by Jeanne Seigel, to approve the personnel addition as follows:

New Employee

Dan Bacon - Transportation & Census Supervisor - effective July 1, 1986, salary - \$25,000 per year

Motion carried.

Jeanne Seigel, Clerk

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4-29-86

Special Meeting
Board of Education
Independent School District #152
April 29, 1986

Members present: Jeanne Seigel, Dean Guida, Curt Borgen, Mike Hulett, Doug Fagerlie, Ben Trochlil.

The meeting was called to order by chairperson, Mike Hulett.

PREVIEW: Ben Trochlil previewed the recommended agenda format.

STUDENT TRAVEL - Curt Borgen moved, seconded by Jeanne Seigel, to approve the Apollo Strings' travel plans to Washington D.C. on June 3-10. Motion carried.

TRANSFER OF PRIVATE BUS CONTRACT - Curt Borgen moved, seconded by Jeanne Seigel, to approve the transfer providing all existing contracts are signed by Mark and Jay Richards. Motion carried.

DILWORTH SCHOOL - ORCHARD ESTATES REQUEST - Ben Trochlil indicated that there is some discussion and review of the request.

MANAGEMENT PLAN

- Charles Zettinger of Foss Associates discussed the blueprints of the Site Development Plan.
- Ben Trochlil reviewed the 1986-87 preliminary budget with possible deficit spending.
- Ben Trochlil reviewed the 1986-87 Management Plan, outlining the district's major emphasis by category.

COPYRIGHT POLICY - Jeanne Seigel moved, seconded by Doug Fagerlie, to adopt the Copyright Policy as presented. Motion carried.

ACCEPTANCE OF GIFTS - Doug Fagerlie moved, seconded by Jeanne Seigel, to accept the gift of \$50.00 from the Sunrise Lions Club and \$20.00 from the Dilworth American Legion for the School Patrol trip to the Twin game on May 13 and direct letters of thanks be sent. Motion carried.

EQUIPMENT DONATION - Curt Borgen moved, seconded by Jeanne Seigel, to accept the donations of a diesel engine to the Diesel Department and a color TV set to the Electronics Department at Moorhead AVTI as presented. Motion carried.

UNCOLLECTIBLE CHECKS - Dean Guida moved, seconded by Jeanne Seigel, to approve writing off ten uncollectible checks totalling \$148.50. Motion carried.

Special Meeting
Board of Education
Independent School District #152
April 29, 1986
Page Two

ESL REFUGEE PROPOSAL - Dean Guida moved, seconded by Curt Borgen, to approve the ESL Refugee Proposal to be submitted to the Minnesota Department of Welfare and Minnesota Department of Education. Motion carried.

BID AWARD: ASBESTOS REMOVAL & BOILER REPLACEMENT - TOWNSITE - Dean Guida moved, seconded by Doug Fagerlie, to approve the low bid of \$91,500 meeting specifications to Mehls Boiler and use the budget for hazardous substance removal. Motion carried.

LAND RENTAL - Curt Borgen moved, seconded by Jeanne Seigel, to approve the rental of 56 acres to Bob Videen for \$3,360.00. Motion carried.

PERSONNEL - Dean Guida moved, seconded by Jeanne Seigel, to approve the following personnel changes:

New Employee

Donald Vos - Custodian - Edison and Washington, effective April 28, 1986, \$7.93/hr.

Leave of Absence

Marie Topp - Leave from brailist to visually impaired effective May 2, 1986 through March 13, 1987

Retirement

Louis Kurtz - Welding instructor, AVTI - effective the end of spring quarter - June 4, 1986

Motion carried.

PROPOSED PLACEMENT OF TENURED TEACHER ON UNREQUESTED LEAVE OF ABSENCE - Curt Borgen moved, seconded by Jeanne Seigel, to propose placing Judy O'Keefe on unrequested leave of absence. Motion carried by roll call vote: Doug Fagerlie - aye; Mike Hulett - aye; Curt Borgen - aye; Dean Guida - aye; Jeanne Seigel - aye.

NEGOTIATIONS - The Board met with Paul Hetland to discuss strategies in the upcoming negotiation sessions.

CAPITAL OUTLAY - Curt Borgen moved, seconded by Jeanne Seigel, to allow the administration to purchase equipment that is necessary. Motion carried.

Jeanne Seigel, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, April 22 at 7:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

ATTENDANCE:

Douglas Fagerlie _____	Dean Guida _____
Jeanne Seigel _____	Anton Hastad _____
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
 - 1. Consider Equipment Donation Appendix A
 - 2. Consider Equipment Donation Appendix B
- VII. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
 - A. UNFINISHED BUSINESS
 - B. NEW BUSINESS
 - 1. Consider Termination of Probationary Teachers Appendix C
 - 2. Consider Placement of Tenured Teachers on Unrequested Leave of Absence Appendix D
- VIII. FOR YOUR INFORMATION Appendix Z
- IX. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION
- X. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, April 29 - 7:30 p.m.

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Min 4/22/86

MOORHEAD AREA VOCATIONAL TECHNICAL INSTITUTE AGENDA

NEW BUSINESS

1. Equipment Donation (Bergos) Appendix A

Explanation: Two Kubota Diesel Engines have been donated to the Diesel Department at MAVTI by Melroe Company.

Model V-1702 Kubota Diesel Engine, Serial #12455
Model V-1702 Kubota Diesel Engine, Serial #12572

Recommendation: Move to accept the donation of these engines to our Diesel Department.

2. Equipment Donation (Bergos) Appendix B

Explanation: A TV set and home freezer have been donated to the Air Conditioning and Refrigeration Department at MAVTI by Doris Bjorstad.

A Reynolds ice maker has been donated to the Air Conditioning and Refrigeration Department at MAVTI by Pam Bernhardt.

Recommendation: Move to accept the donation of equipment to our Air Conditioning and Refrigeration Departments.

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

NEW BUSINESS

1. Termination of Probationary Teachers (Bergen) Appendix C

Explanation: Appendix C-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 1985-86 school year.

2. Proposed Placement of Tenured Teachers on Unrequested Leave of Absence (Bergen) Appendix D

Explanation: Appendix D-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 1985-86 school year.

'WE ARE PROUD'

1. See Appendix 1-1
2. Charlotte Christensen, secretarial instructor at Moorhead Technical Institute, was recently elected vice president of the Minnesota Vocational Association. The Minnesota Vocational Association is the state-wide professional organization of all secondary and post-secondary vocational educators.
3. The administration and staff of the Moorhead Technical Institute are proud to announce that as of March 25, 1986, the Institute is fully accredited by the North Central Association.

We feel that accreditation by the North Central Association is evidence of our efforts to provide a quality education to the residents of this area. We are proud to add this accreditation to that previously received from the Minnesota State Board of Vocational-Technical Education.

4. The following band students received superior ratings at Regional Solo & Ensemble competition held recently at Bemidji State University: Kim Pattengale, Tracy Kvaale, Leigh Derke and Ruth Heley for flute ensemble; Ron Strangerhorse for clarinet solo; Kim Pattengale for flute solo; Missy Halverson and Tracy Kvaale for flute ensemble; Kristi Fillmore, Nikki Severson, Stacey Hyde and Shelly Swenson for flute ensemble; Ron Strangerhorse and Heide Stutzinger for flute/clarinet duet; and Lisa Smedstad and Elaine Pyle for flute/clarinet duet.
5. Jacqueline Ladwig, senior, received a scholarship as the recipient of the Youth Citizenship Award from the Soroptimist Club of Moorhead.
6. The Moorhead High School Choir was awarded for perfection at the State Regional Music Contest held in Fergus Falls on April 16.
7. The Moorhead High Plymouth/AAA Trouble Shooting Team has advanced to the state finals by scoring high in the written part of the contest. The finals will be held in Minneapolis, May 7 with the winning team advancing to the nationals to be held in Washington D.C. in June. The team members are Jon Edwards and Rodd Trickle.

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INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a special meeting of the Moorhead Board of Education will be held on Tuesday, April 29 at 7:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochil
Bennett Trochil, Superintendent

ATTENDANCE:

Douglas Fagerlie _____	Dean Guida _____
Jeanne Seigel _____	Anton Hastad _____
Mike Hulett _____	Wayne Puppe _____
Curt Borgen _____	Ben Trochil _____

- I. CALL TO ORDER
- II. PREVIEW OF AGENDA - Bennett Trochil, Superintendent
- III. COMMUNICATIONS
- IV. OPPORTUNITY FOR CITIZENS TO SPEAK
- V. "WE ARE PROUD"
- VI. UNFINISHED BUSINESS
 - 1. Review Dilworth School - Orchard Estates Request Appendix A
 - 2. Review Management Plan Appendix B
- VII. NEW BUSINESS
 - 1. Consider Copyright Policy Appendix C
 - 2. Consider Student Travel Appendix D
 - 3. Consider Acceptance of Gifts Appendix E
 - 4. Consider Equipment Donations Appendix F
 - 5. Consider Transfer of Private Bus Contract Appendix G
 - 6. Review Negotiations Process Appendix H
 - 7. Consider Uncollectible Checks Appendix I

8. Consider Bid Award - Asbestos Removal
& Boiler Replacement - Townsite

Appendix J

VIII. FOR YOUR INFORMATION

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

X. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, May 13, 1986

UNFINISHED BUSINESS

1. Dilworth School-Orchard (Trochlil) Appendix A
Estates Request

Explanation: Don Vellenga, superintendent, is in contact with their legal personnel for the purpose of drafting the proper agreement. The Moorhead School Board will have the opportunity to review the material and make a decision.

Recommendation: For your information

2. Management Plan (Trochlil) Appendix B

Explanation: At this meeting the Board will review the Management Plan Assumptions and will proceed through each section of the plan making tentative decisions.

Recommendation: The Board will make tentative decisions so that final approval of the Management Plan can be made at the May 13 meeting.

NEW BUSINESS

1. Copyright Policy (Trochlil) Appendix C

Explanation: Appendix C-1 contains a revised Copyright Policy (Code: EGAA) which has been reviewed by the Policy Review Committee with their recommendation that this policy be adopted by the Board.

Recommendation: Move to adopt the Copyright Policy as presented.

2. Approval of Student Travel (Jernberg) Appendix D

Explanation: The Apollo Strings students will be traveling to Washington D.C. on June 3-10. Leigh Ledford, student advisor, will discuss the upcoming plans with the Board.

Recommendation: Move to approve the travel plans for the Apollo Strings as presented.

3. Acceptance of Gifts (Jernberg) Appendix E

Explanation: We have received a gift of \$50.00 from the Sunrise Lions Club and a gift of \$20.00 from the American Legion Green Hill Post No. 397, Dilworth, for the School Patrol trip to Minneapolis to attend a Minnesota Twins game on May 13.

Recommendation: Move to accept the gift of \$50.00 from the Sunrise Lions Club and \$20.00 from the Dilworth American Legion for the School Patrol trip to the Twins game on May 13 and direct letters of thanks be sent.

4. Equipment Donation (Bergos) Appendix F

Explanation: A new "C" series diesel engine has been donated to the Diesel Department at Moorhead AVTI by Cummins Engine Company (Appendix F-1).

A Healthkit color TV set has been donated to the Electronics Department at Moorhead AVTI by Mr. M. C. Boll of Fargo (Appendix F-2).

Recommendation: Move to accept the donations of a diesel engine to the Diesel department and a color TV set to the electronics department at Moorhead AVTI as presented.

5. Transfer of Private Bus Contract (Kaste) Appendix G

Explanation: We presently have a contract with Olson School & Charter Service, Ron Olson and Mark Richards owners. Ron Olson is selling his share to Jay Richards.

In compliance with Article 9 of the Standard School Bus Transportation Contract they are requesting written approval of the school Board to allow transfer of Ron Olson's interest to Jay Richards (Appendix G-1).

Recommendation: Move to approve transfer providing all existing contracts are re-written and signed by Mark and Jay Richards.

6. Negotiations Process (Trochlil) Appendix H

Explanation: The last item on the agenda is to meet with Paul Hetland to discuss the strategies in the upcoming negotiation sessions.

Recommendation: For discussion purposes

7. Uncollectible Checks

(Lacher)

Appendix I

Explanation: Board approval is requested to write off ten checks totalling \$148.50 which we have been unable to collect (dated from 3-23-84 to 4-25-85). A claim has been filed in bankruptcy court for one check of \$60.00. The remaining nine checks have been sent to Red River Collections, Inc. Details are available in the business office.

Recommendation: Move to approve writing off checks as indicated.

8. Bid Award: Asbestos Removal & (Lacher)
Boiler Replacement - Townsite

Appendix J

Explanation: Appendix J-1 outlines the options considered.

Recommendation: Move to approve the low bid meeting specifications to Mehls Boiler:

Base bid	\$102,700
Deduct Alt. 1	-9,600
Deduct Alt. 2	-1,600
	<u>\$ 91,500</u>

and use budget for hazardous substance removal.

'WE ARE PROUD'

1. The following orchestra students received superior ratings at the MSHSL Solo-Ensemble Festival held on April 22 at Detroit Lakes:

Julie Buckley	Charles Li
Naomi Gjevre	Jeanine Koenig
Cindy Chang-yit	Ann Tandy

These students received superior ratings in the Vocal Solo-Ensemble festival also held on April 22 at Detroit Lakes:

Julie Buckley	Andrew Charon
Ruth Heley	Buff Olerud
Darin Haugen	Jay Kopita
Kevin Rittenhouse	Lisa Ellingson
Paula Jane Hines	Geoff Pemble
Tony Solmon	Elliott Peterson
Kevin Swanson	

FOR YOUR INFORMATION

1. Appendix Z-1 contains a letter from DuWayne Balken requesting nominations for the West Central ECSU Board. If the Board wishes to nominate an individual for a three-year term on the ECSU Board of Directors, this must be done prior to May 21.
2. Bill Schmidt, 3rd grade elementary teacher at Riverside Elementary will serve as the coordinator with the DEEP Program (Developmental Economic Educational Programs) in coordination with the Minnesota Council of Economic Education.

Under the agreement, Bill will receive training in inservice with the Minnesota Council of Economic Education paying approximately 50% of all costs. He will help Moorhead Schools to improve their efforts in the area of economic education.

3. Letter from Willis Stelter to Joseph D. DiGeronimo - Appendix Z-2.

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Larson, Solien, Maki, Hofstrand, Retirement	Wednesday, April 30	3:30 p.m.	Senior High Library
Principals Negotiations	Wednesday, April 30	4:30 p.m.	Townsite
Joint Powers	Thursday, May 1	7:00 a.m.	Courthouse
Houglum & Grangaard Retirements	Thursday, May 1	3:30 p.m.	Washington Library
Title IX	Thursday, May 8	7:00 a.m.	Townsite
MEA Recognition Dinner	Thursday, May 8	6:00 p.m.	Concordia

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: EGAA DATE APPROVED: REVISED
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COPYRIGHT POLICY

In adherence to the current Federal Copyright Law, Public Law 94-553, the Board of Education of Independent School District #152 will take the necessary steps to ensure that the guidelines established by Congress for "Fair Use" by educational institutions are followed and will support all employees of the district who adhere to the policies and guidelines concerning copyright.

Any person violating copyright laws and/or established guidelines shall personally assume the responsibility by virtue of this school district policy. The legal and/or insurance protection of the district will not be extended to employees who violate copyright laws. Illegal copies of copyrighted materials and programs shall not be made or used on school district equipment.

In accordance with the policy adoption by the Board of Education, it shall be the responsibility of the Director of Media Services to inform the district staff of the law and these guidelines, and provide posters at the graphic and audio/visual copy machines and computer equipment, reminding employees of this law and the "Fair Use" guidelines. The principal of each school site is responsible for establishing practices which will enforce this policy at the building level.

Posters and guidelines defining the Fair Use doctrine shall be in the form of the attached items.

- I - Print
- II - Audio-Visual Software
- III - Music
- IV - Off-Air Broadcasting
- V - Prerecorded Video Programs
- VI - Computer Software
- VII - Procedures for Requesting Permission to Copy Copyrighted Materials

I. GUIDELINES FOR PRINT

The intent of the following guidelines are to state the minimum standards of educational fair use under Section 107 of H.R. 2223. It is understood that the conditions determining the extent of permissible copying may change in the future.

A. Single copying for teachers

A single copy may be made of any of the following by or for a teacher at his or her request for scholarly research, teaching or preparation to teach a class.

1. A chapter from a book
2. An article from a periodical or newspaper
3. A short story, short essay or short poem
4. A chart, graph, diagram, picture, etc.

B. Multiple copies for classroom use

Not to exceed in any event more than one copy per student in a course. Must meet the following qualifications:

1. Meets the test of brevity and spontaneity as defined below.
2. Meets the cumulative effect as defined below.
3. Each copy includes a notice of copyright.

Definition

Brevity

1. Poetry: (a) A complete poem if less than 250 words and if printed on not more than two pages, or (b) from a longer poem and excerpt of not more than 250 words.
2. Prose: (a) Either a complete article, story or essay of less than 2,500 words, or (b) an excerpt from any prose work of not more than 1,000 words or 10% of the work, whichever is less, but in any event a minimum of 500 words. (Each of the numerical limits stated in 1 and 2 above may be expanded to permit completion of an unfinished line of a poem or of an unfinished prose paragraph.
3. Illustration: One chart, graph, diagram, drawing, cartoon or picture per book or per periodical issue.
4. "Special" works: Certain works in poetry, prose or "poetic prose" which often combine language with illustrations and which are intended sometimes for children and at other times for a more general audience fall short of 2,500 words in their entirety. Paragraph 2 above notwithstanding such "special works" may not be reproduced in their entirety; however, an excerpt comprising not more than two of the published pages of such special work and containing not more than 10% of the words found in the text thereof, may be reproduced.

Spontaneity

1. The copying is at the instance and inspiration of the individual teacher, and
2. The inspiration and decision to use the work and the moment of its use for maximum teaching effectiveness are so close in time that it would be unreasonable to expect a timely reply to a request for permission.

Cumulative Effect

1. The copying of the material is for only one course in the school in which the copies are made.
2. Not more than one short poem, article, story, essay, or two excerpts may be copied from the same author, nor more than three from the same collective work or periodical volume during one class term.
3. There shall not be more than nine instances of such multiple copying for one course during one class term. (The limitations stated in 2 and 3 above shall not apply to current news periodicals and newspapers and current news sections of other periodicals.)

C. Prohibitions as related to fair use copying of Books and Periodicals

1. Copying shall not be used to create or to replace or substitute for anthologies, compilations, or collective works.
2. There shall be no copying of or from works intended to be consumable in a course of study. These include workbooks, exercises, standardized tests, test booklets and answer sheets.
3. Copying shall not substitute for the purchase of books, reprints, or periodicals.
4. Copying shall not be directed from higher authority.
5. Copying shall not be repeated with respect to the same item by the same teacher from term to term.
6. No charge shall be made to students beyond the actual cost of the photocopying.

II. GUIDELINES FOR AUDIO-VISUAL SOFTWARE

A. Prohibitions

1. Changing the medium to reproduce audio or video materials to a format compatible with other equipment.
2. The duplication of a 16mm film, 8mm film, slide, transparency, transparency master, or other visual media.

III. GUIDELINES FOR MUSIC

A. Permissible uses:

1. Emergency copying to replace purchased copies which for any reason are not available for an imminent performance provided purchased replacement copies shall be substituted in due course.
2. For academic purposes other than performance, multiple copies of excerpts of works may be made, provided that the excerpts do not comprise a part of the whole which would constitute a performable unit such as a section, movement or aria, but in no case more than 10% of the whole work. The number of copies shall not exceed one copy per pupil.
3. Printed copies which have been purchased may be edited or simplified provided that the fundamental character of the work is not distorted to the lyrics, if any, altered or lyrics added if none exist.
4. A single copy of recordings of performances by students may be made for evaluation or rehearsal purposes and may be retained by the educational institution or individual teacher.
5. A single copy of recordings or performances by students may be made for evaluation or rehearsal purposes and may be retained by the educational institution or an individual teacher for the purposes of constructing aural exercises or examinations and may be retained by the educational institution or individual teacher. (This pertains only to the copyright of the music itself and not to any copyright which may exist in the sound recording.)

B. Prohibitions as related to duplicating music

1. Copying to create or replace or substitute or anthologies, compilations or collective works.
2. Copying of or from works intended to be consumable in the course of study or teaching such as workbooks, exercises, standardized tests and answer sheets and like materials.
3. Copying for the purpose of performance, except as in A. 1 above.
4. Copying for the purpose of substitution for the purchase of music, except as in A.1 and A.2 above.
5. Copying without inclusion of the copyright notice which appears on the printed copy.

IV. GUIDELINES FOR OFF-AIR BROADCASTING

- A. The guidelines were developed to apply only to off-air recording by nonprofit educational institutions.
- B. A broadcast program may be recorded off-air simultaneously with broadcast transmission (including simultaneous cable re-transmission) and retained by a nonprofit educational institution for a period not to exceed the first forty-five (45) consecutive calendar days after date of recording. Upon conclusion of such retention period, all off-air recordings must be erased or destroyed immediately. "Broadcast programs" are television programs transmitted by television stations for reception by the general public without charge.
- C. Off-air recordings may be used once by individual teachers in the course of relevant teaching activities, and repeated once only when instructional reinforcement is necessary, in classrooms and similar places devoted to instruction within a single building, cluster or campus, as well as in the homes of students receiving formalized home instruction, during the first ten (10) consecutive school days in the forty-five (45) day calendar day retention period. "School days" are school session days--not counting weekends, holidays, vacations, examination periods, or other scheduled interruptions--within the forty-five (45) calendar day retention period.
- D. Off-air recordings may be made at the request of and used by individual teachers, and may not be regularly recorded in anticipation of request. No broadcast program may be recorded off-air more than once at the request of the same teacher, regardless of the number of times the program may be broadcast.
- E. A limited number of copies may be reproduced from each off-air recording to meet the legitimate needs of teacher under these guidelines. Each additional copy shall be subject to all provisions governing the original recording.
- F. After the ten (10) consecutive school days, off-air recordings may be used up to the end of the forty-five (45) calendar day retention period only for teacher evaluation purposes, i.e., to determine whether or not to include the broadcast program in the teaching curriculum, and may not be used in the recording institution for student exhibition or any other non-evaluating purpose without authorization.
- G. Off-air recordings need not be used in their entirety, but the recorded programs may not be altered from their original content. Off-air recordings may not be physically or electronically combined or merged to constitute teaching anthologies or compilations.
- H. All copies of off-air recordings must include the copyright notice on the broadcast program as recorded.

- I. Educational institutions are expected to establish appropriate control procedures to maintain the integrity of these guidelines.

--Congressional Record; October 14, 1981

V. GUIDELINES FOR PRERECORDED VIDEO CASSETTES AND VIDEO DISKS

A. Permissible:

1. Use of prerecorded video programs by teachers or pupils in the course of face-to-face teaching activities in a classroom.
2. The copy was legally made and purchased or that the person responsible for the performance had no reason to believe the copy was not lawfully made.
3. No admittance fee is charged.

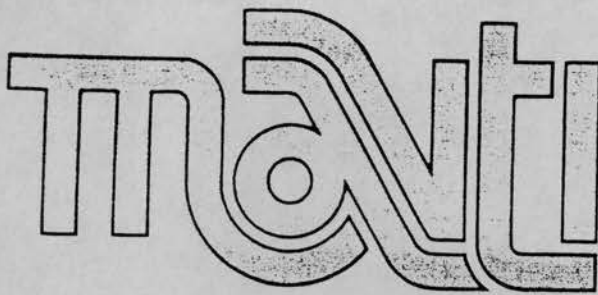
VI. GUIDELINES FOR COPYRIGHTED COMPUTER SOFTWARE

- A. The legal, ethical, and practical problems caused by illegal copying and hacking will be taught in all schools in the district.
- B. District employees will be expected to adhere to the provisions of Public Law 96-517, Section 7 (b) which amends Section 117 of Title 17 of the United States Code to allow for the making of a back-up copy of computer programs. This states that "... it is not an infringement for the owner of a copy of a computer program to make or authorize the making of another copy or adaptation of that computer program provided:
 - 1. that such a new copy or adaptation is created as an essential step in the utilization of the computer program in conjunction with a machine and that it is used in no other manner, or
 - 2. that such a new copy and adaptation is for archival purposes only and that all archival copies are destroyed in the event that continued possession of the computer program should cease to be rightful."
- C. When copyright software is to be used on a disk sharing system, efforts will be made to secure this software from copying.
- D. Illegal copies of copyrighted programs may not be made or used on school equipment.
 - 1. A permanent warning shall be posted in all areas where students and staff have access to computer equipment notifying them of this law.
- E. Only individuals designated by the Superintendent of Schools may sign license agreements for software for schools in the district.
- F. No employee or student of the district shall illegally access any data base or electronic bulletin board.
- G. The principal of each school site is responsible for establishing practices which will enforce this policy at the school level.

VII. PROCEDURES FOR REQUESTING PERMISSION TO COPY COPYRIGHTED MATERIALS

Procedures for Requesting Permission to Copy Copyrighted Materials beyond the "fair use" as outlined in 6131.71 (Classroom Use), 6131.73 (Music Scores and Recordings), and 6131.8 (Computer Software) as follows":

- A. Any district employee will fill out the Independent School District #152 form "Request for Permission to Copy", making sure the following information is included:
 1. Title, author, and/or editor, and edition of materials to be duplicated.
 2. Exact material to be used, giving amount, page numbers, chapters, and, if possible, a photocopy of the material
 3. Number of copies to be made.
 4. Use to be made of duplicated materials.
 5. Form of distribution (classroom, newsletter, etc.).
 6. Whether or not the material is to be sold.
 7. Type of copy (ditto, photocopy, offset, typeset, other).
- B. The request shall be forwarded to the Instructional Materials Center which will send the request, together with a self-addressed envelope, to the permissions department of the company owning the copyright. This will generally be the publisher listed on the front or back of the title page. Contact the Instructional Materials Center (IMC) for assistance in obtaining addresses or assistance in obtaining copyright information.



MOORHEAD
AREA
VOCATIONAL
TECHNICAL
INSTITUTE

1900 28TH AVENUE SOUTH

MOORHEAD, MINNESOTA 56560

TELEPHONE: 236-6277

March 13, 1986

Mr. Roger J. Hapka
Senior Application Engineer
Cummins Engine Company, Inc.
Columbus, Indiana 47202-3005

Dear Roger:

On behalf of myself & the diesel mechanic's department at Moorhead Area Vocational Technical Institute, we want to thank Cummins Engine Company for the donation of the new "C" series diesel engine for our department.

This engine will be integrated in my Cummins engine training program. We currently have these Cummins engines for training: V-504, VT-903, NHCT-270, NT-855-C-310, and a NH-262-(743). All are in good condition and dynamometer runnable. My long range objective is to purchase or have donated an L-10.

We have been fortunate to have strong support on our Diesel Advisory Committee from Cummins Diesel, Inc., Fargo branch and Stiger Tractor Company. Harley Green & Loren Moen have been extremely helpful with their time and their resourcefulness to our diesel department.

This 6-CT 8.3 L engine can be identified by serial number 40 L 49812, Fuel Injection Pump serial #449-742007, Turbo serial #F757861. This engine will be used for training purposes only. It can be made available to Cummins Engine upon written notice.

Roger, as you know we are faced with many new challenges as technology continues to change at an ever increasing rate. This effort is certainly enhanced by Cummins Engine Co. working with vocational education to keep our new mechanics well trained.

When in Fargo-Moorhead stop by and visit us. Enclosed is a course description of our program.

Cordially,

Larry C. Olson
Diesel Department Chairperson

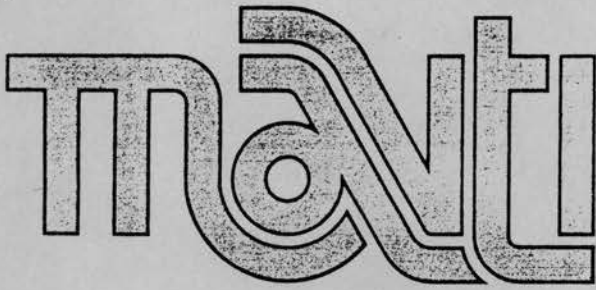
jas

Enclosure

cc Keith Togstad, Ph.D., Manager of Instruction

Mr. Bill Sprenger, Manager, Cummins Deisel, Inc., North Dakota Operations





MOORHEAD
AREA
VOCATIONAL
TECHNICAL
INSTITUTE

1900 28TH AVENUE SOUTH MOORHEAD, MINNESOTA 56560 TELEPHONE: 236-6277

April 16, 1986

Mr. M. C. Boll
1110 3rd Avenue North
Fargo, ND 58102

Dear Mr. Boll:

I would like to take this opportunity, on behalf of Moorhead AVTI to express our appreciation for your recent donation of a Healthkit color TV set.

Your donation will be accepted formally by the Independent School District #152 Board of Education at their next regular meeting.

Thank you for your support.

Yours truly,

Paul R. Molick, Manager
Plant and Operations

PRM:cw
pm86044



April 22, 1986

TO: Bob Lacher

FROM: Orv Kaste

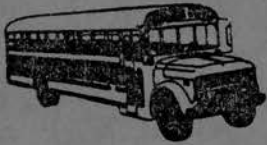
SUBJECT: Transfer of Ownership

In response to your question, we have allowed such sales in the past with Board approval, and I feel we should allow this transfer. I feel that Mr. Jay Richards has the expertise as he has worked in the business as a driver for the past 10 years.

I have attached a copy of a blank contract and also a copy of route bids. (See Item #9.)

Thank you!

OK:KP
Enclosures



OLSON SCHOOL & CHARTER BUS SERVICE

Rural Route 1
Moorhead, Minnesota 56560
1-218-233-3404



RON OLSON

MARK RICHARDS

Gentlemen:

We are sending you a note to inform you that as of May 1, 1986 Ron Olson will no longer be with us. He is going to Western North Dakota to fulfill a long time dream of his, to conduct a Wagon Train Bible Camp.

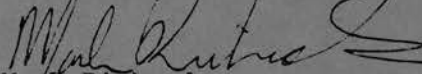
Assuming Ron's position and responsibilities will be Jay's brother Jay.

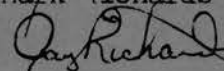
We intend to continue with business as usual, carrying the same insurance, operating the existing equipment, and keeping our existing maintenance schedule.

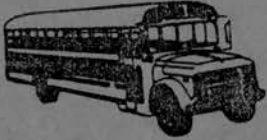
We look forward to working with you for many years to come.

If you have any questions feel free to call either of us at 233-3404.

Sincerely,
Olson School And Charter Bus Service Inc.


Mark Richards


Jay Richards



OLSON SCHOOL & CHARTER BUS SERVICE

Rural Route 1
Moorhead, Minnesota 56560
1-218-233-3404



RON OLSON

MARK RICHARDS

April 10, 1986

To all members of District #152 School Board:

OLSON SCHOOL AND CHARTER BUS SERVICE, INC. is owned and operated by Mark Richards and Ron Olson, with each owning 50% interest. Ron Olson is planning to sell his 50% interest in the business to Jay Richards, who has been associated with the business for many years. The equipment, the garage repair shop, and the storage facilities for buses would remain the same.

We would like to have your consent to transfer Ron's obligations and responsibilities in all contracts between ISD 152 and OLSON SCHOOL AND CHARTER BUS SERVICE, INC. to Jay Richards.

Thank you for your consideration in this matter.

Sincerely,

RON OLSON

MARK RICHARDS

JAY RICHARDS

[Handwritten signatures]
Ron Olson
Mark Richards
Jay Richards

STANDARD SCHOOL BUS TRANSPORTATION CONTRACT (School District - Independent Contractor - Parents - DAC - Non Public)

THIS AGREEMENT made and entered this _____ day of _____, 19____, by and between District No. _____
(name of school) _____ of _____
_____ County, Minnesota, hereinafter referred to as "School District", and _____
_____ of _____ Address), hereinafter referred to as "contractor".

For the consideration herein expressed, contractor agrees with the School District:

1. To transport _____ (public-nonpublic-handicapped-DAC) school pupils, as designated by the school board, over school bus routes
(Minimum No.)
numbered _____, or as specified by the school board, for one round trip per school day to and from the school.

2. To provide transportation equipment which at all times will conform to the minimum standards for conventional school transportation as established by the State Board of Education and the legal requirements of the State of Minnesota; this equipment initially will be as follows (list additional vehicles at the bottom of this sheet):

YEAR MODEL	CHASSIS MAKE	BODY MAKE	SEAT CAPACITY	SCHOOL PUPILS	ROUTE NO
------------	--------------	-----------	---------------	---------------	----------

3. To provide currently legally licensed and qualified drivers, who shall have been approved by the school board, at a regular school board meeting.

4. To provide and keep in force during term of contract liability and workmen's compensation insurance protecting pupils and public, and employees, and naming school district as "additional insured", limits of LIABILITY INSURANCE POLICY SHALL BE \$_____; COPIES OF INSURANCE POLICIES SHOWING ISSUANCE AND IN FORCE TO BE IMMEDIATELY FURNISHED SCHOOL BOARD.

5. Contractor agrees to require all school bus drivers to attend one county or regional school bus drivers' school of instruction and to take all vehicles used for the transportation of pupils to a meeting for inspection when such meeting is called by the State Department of Education; compensation therefor to be not in addition to what is prescribed in paragraph 7.

6. To comply with the rules and regulations relating to school transportation adopted by the State Board of Education and the school board.

7. It is mutually agreed that the term of this contract shall be for a period of one school year of _____ school days, commencing on the _____
(Number)
day of _____, 19____, and ending on the _____ day of _____, 19____.

for which transportation service the school district agrees to pay and the contractor agrees to receive the sum of \$_____ per pupil per year for a minimum of \$_____ for all pupils per school month, payable monthly and on or before the _____ day of each month, or as otherwise agreed to in writing. The total compensation for the transportation covered in this contract shall not exceed a maximum of \$_____ for the current school year. Extra services to be paid to contractor as agreed in writing to between the parties.

8. School district reserves the right to change or alter the routes of travel by giving at least two weeks' written notice to contractor. Contractor is given right to cancel this contract on that ground, but shall give immediate notice in writing of intention to terminate, to take _____ two weeks from receipt of notice of termination.

9. Contractor cannot assign or transfer any part or all of his interest in this contract without the written approval of the school board of the school district at a regular school board meeting.

IN WITNESS WHEREOF we have hereunto set our hands and seals this _____ day of _____, 19____.

(Do not write in this space)

School District No. _____

Chairman

Clerk

Treasurer

Executed pursuant to resolution of School Board

Contractor

Receipt of executed copy acknowledged

(When contractor is a school district, enter signatures and titles of board members.)

Additional space for vehicles to be listed as part of initial transportation equipment:

YEAR MODEL	CHASSIS MAKE	BODY MAKE	SEAT CAPACITY	SCHOOL PUPILS	ROUTE NO.
------------	--------------	-----------	---------------	---------------	-----------

MEMO TO: BOARD OF EDUCATION
DR. TROCHLIL

FROM: ROBERT LACHER *R. Lacher*

DATE: APRIL 18, 1986

SUBJECT: BID AWARD REPLACEMENT OF BOILER FOR TOWNSITE CENTRE

On July 26, 1985, Mr. Lynn Lammer, Asbestos Abatement Specialist for Foss Associates made the following statements regarding the Townsite Boiler Room.

1. Townsite Centre - Boiler Room still contains significant quantities of asbestos containing insulation in varying states of deterioration from good to very poor. There was no discernable change in conditions since previous inspection. Previous repairs to materials in Custodial Area immediately south of Boiler Room have held up well and no new damage or deterioration was noted. Although occupancy of the Boiler Room is minimal, conditions there represent a serious potential hazard. We suggest that access be allowed only when absolutely necessary and then only with respiratory protection and disposable suits until such time as the District can have all hazardous materials not in good condition removed.

In looking at possible options:

1. Remove existing insulation and replace with EPA Approved Insulation.

Removal Cost: \$11,800.00

Bad news:

Cost to replace insulation on existing piping and two boilers: \$20,000+ (One boiler cannot be used - has been condemned)

More bad news:

Existing boiler is very old (1923 - 60 years) 4" steel tubes. Very inefficient.

Conclusion:

Do not spend large sums to remove insulation and replace on large old boiler. By replacing old systems we will eliminate a lot of piping there by reducing re-insulation costs. Would prefer to invest in new equipment rather than insulation.

2. Replace with one new cast iron boiler.

Good news:

Reduce replacement cost by about \$20,000.00

Bad news:

If we lose American Crystal Computer Center we would not have enough heating capacity to heat the building. The addition of another boiler would take time and cost more to put in later. Will need to have the entire heating system shut down for the work.

Conclusion:

Better to install adequate system.

3. Remove all existing asbestos in boiler room and pipe tunnels. (Will have to do this before building is sold or demolished)

Replace existing boilers with two cast iron boilers.

Base bid \$102,700.00 and accept alternate deducts #1 & #2.

- 1. -\$9,600.00
- 2. -\$1,600.00

A net of \$91,500.00 to Mehls Boiler.

Asbestos Removal:	\$ 11,800.00
Boiler replacement:	91,500.00
	<u>\$103,300.00</u>

Finance from the 1986-87 Special Hazardous Levy and 85-86 balance of \$145,873.00.

Townsite:

Boiler Replacement & Asbestos Removal:	\$103,300.00
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Middle Schools:

Transformer Removal & Replacement:	\$ 41,114.00
TOTAL:	<u>\$144,414.00</u>

Include the new investment in Townsite depreciation calculations. We may be able to recoup some of the cost through rentals or future sales. This will add to accumulated deficit but will not affect cash flow.

TCBIDBOIL

TABULATION OF BIDS

TOWNSITE CENTRE BOILER REPLACEMENT
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

PROJECT NO. 7841-91

Foss Associates
Architecture, Engineering & Interiors
Moorhead, Minnesota

2:30 P.M., C.S.T.
Thursday, April 17, 1986

MECHANICAL CONTRACTORS	CERT. CHECK	BID BOND	ADDENDUM	BASE BID ALL CONSTRUCTION WORK	GENERAL SUBBIDDER NAME & BID AMOUNT	ELECTRICAL SUBBIDDER NAME AND BID AMOUNT	ALTERNATE NO. 1 - ALTERNATE BOILER MFR. (BURNHAM)	ALTERNATE NO. 2 - ALT. COND. REC./VACUUM PUMP MFR. (SKIDMORE)	ALTERNATE NO. 3 - ALTERNATE BOILER MFR. (CONTRACTOR'S OPTION)
Robert Gibb & Sons, Inc. Fargo, North Dakota		X	X	\$130,480.00	Trautman Const. \$3,000.00	Globe Electric \$1,200.00	-\$10,000.00	-\$1,700.00	Burnham -\$7,700.00
J & D Enterprises, Inc. Duluth, Minnesota				NO BID					
Laney's Inc. Fargo, North Dakota				NO BID					
Manning Mechanical Fargo, North Dakota				NO BID					
Mehl's Boiler Repair * Fargo, North Dakota		X	X	\$102,700.00	Willits Masonry \$1,000.00	Elec. Service & Const. \$1,953.00	-\$ 9,600.00	-\$1,600.00	Burnham -\$7,160.00
Peterson Mechanical, Inc. Fargo, North Dakota		X	X	\$112,300.00	Carriveau Const. \$2,450.00	Globe Electric \$1,083.00	-\$11,500.00	-\$ 800.00	Cleaver Brooks -\$8,200.00
Wess Piping Fargo, North Dakota		X	X	\$114,890.00	Wess Piping \$4,000.00	Globe Electric \$1,083.00	-\$ 8,949.00	-\$2,363.00	Burnham -\$8,159.00
West Fargo Plumbing & Heating, Inc. West Fargo, North Dakota		X	X	\$131,891.00	Carriveau Const. \$9,850.00	Globe Electric \$1,100.00	-\$9,000.00	-\$1,500.00	Cleaver Brooks -\$5,500.00
Wrigley Mechanical, Inc. Fargo, North Dakota		X	X	\$134,700.00	None	Rickard Electric \$1,350.00	-\$13,000.00	-\$2,100.00	No Bid

*APPARENT LOW BIDDER



FOSS ASSOCIATES
Architecture Engineering & Interiors

April 21, 1986

Mr. Joseph D. DiGeronimo
DiGeronimo Associates
3160 Haggerty Road
West Bloomfield, MI 48033

Re: Site Development
Independent School District No. 152
Moorhead, Minnesota #8607

Dear Mr. DiGeronimo:

We are scheduling the bids to be opened for this project at 2:30 p.m. on Thursday, May 15, 1986.

The School Board will be holding a special meeting on Tuesday, May 20 at 8:00 p.m. to canvass the votes for a School Board election and to also review our recommendations for the award of the site development.

Between the time of the bid opening on May 15 and the time of the award and discussion with the Board on May 20, we will need to analyze the bids. It is extremely important that you will be here for the May 20 Board meeting to give your recommendations relating to types of track surfaces, material colors, etc.

Please call this office so we can discuss the amount of time you feel you should be here on the 20th previous to the Board meeting. That, of course, will depend on how well the bids come in. I would suspect that we should spend most of the day discussing the various alternatives, etc., amongst ourselves and with the School staff.

If you are not available on May 20, please let us know immediately so we can make other arrangements with the School Board, if possible.

Thank you.

Sincerely,

Foss Associates

By *Willis Stelter*

Willis Stelter, A.I.A.
Vice President

WS/lr

c: Dr. Bennett Trochil
Robert Lacher
Mark Foss
Charles Zeltinger