



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

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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, May 13 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 April 15, 22 and 29, 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

1. Consider Plans for 1986-87 Appendix C

IX. NEW BUSINESS

1. Consider Region I - ESV Executive Board Appendix D

2. Consider Summer School Director Salary Appendix E

3. Consider Sabbatical Leaves Appendix F

4. Consider Special Board Meeting Appendix G

5. Consider Donation Appendix H

- X. FOR YOUR INFORMATION
- XI. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION
- XII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, May 20 - 8:00 P.M.

UNFINISHED BUSINESS

1. Planning for 1986-87

(Trochlil)

Appendix C

Explanation: In the discussion/decision-making process, the following areas need special attention:

- | | <u>*Comment</u> |
|--|------------------------|
| I. Financial and Staffing
Guideline for 1986-87 Budget | *Review (Appendix C-1) |
| II. Management Plan (mailed to Board on May 6th)...recommendations will be made. | |

<u>Category</u>	<u>Area</u>	<u>*Comment</u>
I	Staffing	*Classroom/Teacher Ratios
II	Licensed Specialists	*Psychologist/Social Worker/ Technology/Media/Library
III	Curriculum/ Instruction	*Teacher Effectiveness *Technology Utilization Plan
IV	After School	*Soccer Program Implementation
V	Administrative Support Units	*Futures Planning Task Force *Administrative Effectiveness
VI	Health Services	*Staff
VII	Facility Usage/ Site Development	*Progress Report
VIII	Other	*Marketing the Schools
III.	Capital Outlay (submitted to Board on April 29)	*Move to approve the Capital Outlay budget to make expend- itures not to exceed budget allocations.

NEW BUSINESS

1. Region I - ESV Executive Board (Trochlil)

Appendix D

Explanation: Appendix D-1 is the background information.

Recommendation: This is an individual school board member decision.

2. Summer School Director (Jernberg) Appendix E

Explanation: Presently, Howard Murray receives a salary of \$5,100. An increase of 5% would be an additional \$255.00.

Recommendation: Move to approve a salary adjustment for Howard Murray in the amount of \$255.00 to perform the duties of Summer School Director for 1986.

3. Sabbatical Leaves (Bergen) Appendix F

Explanation: The Sabbatical Leave Committee recommends to the Board of Education that the following sabbatical leaves be granted for the 1986-87 school year.

- | | |
|-----------------|----------------------|
| 1. Mark Nielson | full year - 9 months |
| 2. Mary Dahl | 1 quarter - 45 days |
| 3. Pat Hinze | full year - 9 months |

Ken Fiemann, Chairperson of the Sabbatical Leave Committee, will make the report.

Recommendation: Move to approve sabbatical leaves for Mark Nielson for a full year - 9 months, Mary Dahl for 1 quarter - 45 days, and Pat Hinze for a full year - 9 months.

4. Special Meeting (Trochlil) Appendix G

Recommendation: Move to approve a special board meeting for May 20th at 8:00 P.M. to canvass ballots and conduct other business (site development bid opening).

5. Donation (Swedberg) Appendix H

Explanation: A gift of \$100 from the Sunrise Lions of Moorhead has been received to offset costs for students in Special Learning Disabled or Emotional Behavior Disorder programs attending Camp Buckskin in the summer of 1986.

Recommendation: Move to accept the donation and direct a letter of thanks be sent.

'WE ARE PROUD'

1. George Washington School has been selected by the Department of Education to be a Minnesota Educational Effectiveness School Site for 1986-87. Jan Childs, Marilyn White, Sheila Pechtel, Robert Olson and Bob Jernberg will attend the summer clinical workshop for one week.
-

FOR YOUR INFORMATION

1. Recognition of retiring staff is set for May 27th (regular Board meeting).
-

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Honors Banquet	Monday, May 12	6:00 p.m.	Concordia
Wake Up Moorhead	Tuesday, May 13	7:30 a.m.	Ramada
Inservice Committee	Tuesday, May 13	12:30 a.m.	Townsite
Policy Review Committee	Wednesday, May 14	5:00 p.m.	Townsite
PER	Thursday, May 17	7:00 a.m.	Townsite
Prom	Saturday, May 17		
Athletic Awards	Monday, May 19	7:30 p.m.	Senior High

MEMO # S-86-174

TO: District Administration

FROM: B. Trochlil

RE: Financial and Staffing Guidelines for 1986-87 Budget

DATE: May 5, 1986

I. General Fund

1. Foundation Aid 1986-87...\$1,690 (+6.6% over 1985-86...\$1,585)
 - 1.1 Foundation Aid 1987-88...\$1,700 (\$10.00 increase) - State worksheets on aids (available in office)
2. Energy...0% increase
3. Expenditures...0% increase
4. Salaries...actual amounts for settled contracts will be inserted plus 4% for unsettled groups
5. Allocation of funds...effort to provide equity between organizational units (elementary - middle schools - high school)... each building as determined their needs based on building goals and objectives
6. Deficit budget in 1985-86 (build with \$774,900)
7. Budget for 1986-87 (projected deficit of \$660,000)
8. Budget for 1987-88 (projected deficit of \$580,000)
9. Comparable Worth is not part of the budget

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...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



Burdette V. Clifford
Executive Director

REGION I — ESV DATA PROCESSING COOPERATIVE

810 SOUTH 4TH AVENUE
P.O. BOX 1178
MOORHEAD, MN 56560
(218) 236-1081

TO: School Board - Region I Schools

TOPIC: Annual Election - Region I-ESV Executive Board

FROM: Burdette V. Clifford, Executive Director

DATE: April 29, 1986

The election procedures for Region I-ESV will be the same as last year with the election deadlines one month after the school district deadlines. This procedure is used to avert any conflicts with school district election results since members of the Executive Board of Region I-ESV must be school board members from Region I-ESV school districts.

The Executive Board is composed of nine people and there are three members to be elected this year for three-year terms. Bradley Cook from Barnesville, Paul Hoff from Crookston, Jon Hovde from Fertile-Beltrami, LaVonne Johnson from Underwood, Allen Larson from Karlstad and Harry Sjulson from Thief River Falls are the six board members with continuing terms.

The first day to file for the Executive Board is May 7, 1986 and the last day to file is May 22, 1986 with the election to be completed by June 20, 1986.

The monthly meetings of the Executive Board are held alternately in Moorhead and Thief River Falls. Board members wishing to file for the board are to complete the attached forms and mail them to me so they are received by May 22, 1986.

Thank you.

EXECUTIVE BOARD

CHAIRMAN — Paul Hoff, Crookston; VICE CHAIRMAN — Harry Sjulson, Thief River Falls; CLERK — Thomas Sczepanski, Stephen;
TREASURER — Allen Larson, Karlstad; DIRECTOR — Bradley Cook, Barnesville; DIRECTOR — Karen Fossell, Plummer;
DIRECTOR — Jon Hovde, Fertile; DIRECTOR — LaVonne Johnson, Underwood; DIRECTOR — Bernie Solberg, Fosston

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5-13-86

Regular Meeting
Board of Education
Independent School District #152
May 13, 1986

Members Present: Jeanne Seigel, 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 Acceptance of Gift.

APPROVAL OF MINUTES - Doug Fagerlie moved, seconded by Anton Hastad, to approve the minutes of April 15, 22 and 29, 1986. Motion carried.

CLAIMS - Jeanne Seigel moved, seconded by Wayne Puppe, to approve the claims, subject to audit, in the amount of \$510,904.72. Motion carried.

GENERAL FUND	\$172,491.29
FOOD SERVICE	26,263.44
TRANSPORTATION FUND	79,464.93
COMMUNITY SERVICE	7,242.39
CAPITAL EXPENDITURE	35,026.68
BUILDING CONST	37,963.67
MAVTI - GENERAL FUND	95,864.82
MAVTI COMM SERVICE	14,739.19
VO-TECH CAP OUTLAY	12,296.58
VO-TECH BLDING FUND	513.00
REPAIR & BETTERMENT	5,526.12
FED FINANCIAL AIDS	7,957.66
AVTI STUD SEN & MISC	4,201.86
TOWNSITE CENTRE	11,353.09
GRAND TOTAL	\$510,904.72

COMMUNICATIONS - Mike Hulett read a letter from Mr. and Mrs. Gary Knutson, expressing appreciation for teachers of their sons Brent and Bryant at Riverside Elementary: Kevin Beckius, Betty Myers and Larry Potter.

*Mike Hulett expressed appreciation for the invitation to the Honors Banquet on May 12 from Stacey Horn, Senior High Student Council president.

*Mike Hulett read a letter from Linda Nistler, Chairperson of Edison P.T.O. expressing appreciation for all the work done this past year and recommending that the Board give consideration to equalizing the elementary counselor's student load.

Regular Meeting
Board of Education
Independent School District #152
May 13, 1986
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OPPORTUNITY FOR CITIZENS TO SPEAK

- *Pat and Harris Schenck, parents of Cale, senior, were present to discuss graduation of their son, who for medical reasons, is (one-half) credit short of the required 21 credits to graduate.
- *Anton Hastad moved, seconded by Mike Hulett, to treat this particular case as an exception to Board policy requiring 21 credits for graduation, and allow Cale to attend graduation exercises. The policy would be referred to the Policy Review Committee for review and presented to the Board next year.
- *Wayne Puppe moved, seconded by Jeanne Seigel, to table the motion until the May 20 meeting. Motion carried by roll call vote: Seigel - yes, Hulett - yes, Fagerlie - yes, Puppe - yes, Hastad - no.

SABBATICAL LEAVES - Ken Fiemann, Chairperson of the Sabbatical Leave Committee, presented a report with recommendations from the committee.

Anton Hastad moved, seconded by Doug Fagerlie, to approve sabbatical leaves for Mark Nielson for a full year - 9 months, Mary Dahl for 1 quarter - 45 days, and Pat Hinze for a full year - 9 months. Motion carried by roll call vote: Seigel - yes, Hulett - yes, Fagerlie - yes, Puppe - no, Hastad - yes.

PLANNING FOR 1986-87 - Ben Trochlil reviewed the Management Plan with the Board.

CAPITAL OUTLAY - Anton Hastad moved, seconded by Jeanne Seigel to approve the Capital Outlay budget to make expenditures not to exceed budget allocations. Motion carried.

REGION I - ESV EXECUTIVE BOARD - Board members were asked to consider filing for the Region I - ESV Executive Board.

SUMMER SCHOOL DIRECTOR - Doug Fagerlie moved, seconded by Jeanne Seigel, to approve a salary adjustment for Howard Murray in the amount of \$255.00 to perform the duties of Summer School Director for 1986.

SPECIAL MEETING - Wayne Puppe moved, seconded by Doug Fagerlie, to approve a special Board meeting for May 20th at 8:00 P.M. to canvass ballots and conduct other business (site development bid openings).

Regular Meeting
Board of Education
Independent School District #152
May 13, 1986
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DONATION - Jeanne Seigel moved, seconded by Anton Hastad, to accept the donation of \$100 from the Sunrise Lions of Moorhead to offset costs for students in Special Learning Disabled or Emotional Behavior Disorder programs attending Camp Buckskin in the summer of 1986. Motion carried.

ACCEPTANCE OF GIFT - Anton Hastad moved, seconded by Wayne Puppe, to accept the gift of \$200.00 from the Knights of Columbus for the School Patrol trip to Minneapolis to attend a Minnesota Twins game on May 13 and direct a letter of thanks be sent. Motion carried.

Jeanne Seigel, Clerk

5/mq/Bd 5
min
5-20-86

Joni Preston

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, May 20 at 8:00 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. UNFINISHED BUSINESS
 1. Consider Graduation Policy Appendix A
 2. Consider Site Development Bids Appendix B
 3. Consider Management Plan for 1986-87 Appendix C
- VII. NEW BUSINESS
 1. Consider Election Results 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, May 27, 7:30 P.M.

UNFINISHED BUSINESS

1. Graduation Status of (Trochlil) Appendix A
Cale Schenck

Explanation: At the Board meeting held on May 13 the parents of Cale Schenck requested that the Board allow Cale to participate in graduation exercises even though Cale may be $\frac{1}{2}$ (one-half) credit short for graduation.

Alternatives for completing graduation requirements are being pursued. The Board will be updated with information regarding Cale's progress toward graduation.

The Board may also wish to review the policy of not allowing students to participate in the graduation ceremony unless all requirements have been made.

Recommendation: After discussion the Board may wish to reaffirm the current policy, to grant an exception, and/or refer the policy to the Policy Review Committee for further study.

2. Site Development Bids (Lacher) Appendix B

Explanation: Bids were opened on Thursday, May 15th. This will be reviewed by Foss & Associates with recommendations.

3. Planning for 1986-87 (Trochlil) Appendix C

Explanation: Recommendations regarding specific items listed in the management plan will be presented.

NEW BUSINESS

1. Consider Election Results (Trochlil) Appendix D

Explanation: Action necessary: The motion will read:
_____ moved, seconded by _____
_____ to accept the elections results as follows:

FOR YOUR INFORMATION

Appendix Z

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Learning Bank	Thursday, May 22	7:00 a.m.	Fargo Board Room
Memorial Day Observed (no school)	Monday, May 26		
Last Day of School	Friday, May 30		
Regional Track Meet	Saturday, May 31	11:00 a.m.	Concordia

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5-20-86

Regular Meeting
Board of Education
Independent School District #152
May 20, 1986

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

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

PREVIEW - Ben Trochlil previewed the agenda.

GRADUATION POLICY - The original motion from May 13 was brought off the table.

Anton Hastad moved, seconded by Mike Hueltt, to treat this particular case as an exception to Board policy requiring 21 credits for graduation, and allow Cale Schenck to attend graduation exercises. The policy would be referred to the Policy Review Committee for review and presented to the Board next year. The motion carried by roll call vote: Guida - yes, Borgen - yes, Hulett - yes, Puppe - yes, Hastad - yes.

SITE DEVELOPMENT BIDS - Curt Borgen moved, seconded by Wayne Puppe, to accept the bids for Site Development and Repair and Replacement at all buildings which includes tracks, playing fields, landscaping, repair and replacement of black top and curbs and curb cutouts for school busses, at \$1,019,500. Motion carried by roll call vote: Guida - yes, Borgen - yes, Hulett - yes, Puppe - yes, Hastad - yes.

PLANNING FOR 1986-87

Ben Trochlil reviewed the Management Plan with the Board.

The Board agreed to give support to the Superintendent's Management Plan Recommendations for 1986-87, items #1 through #27, leaving the remaining unresolved items open for further study based on budget conclusions.

Emily Nerland, Probstfield Elementary, presented a petition signed by 36 teachers requesting the Moorhead Public School District to provide full-time elementary counseling services to the students at Probstfield School.

Ruth Suppes, Probstfield Elementary, addressed the Board regarding the need for additional elementary counseling services.

ELECTION RESULTS - Dean Guida moved, seconded by Curt Borgen, to accept the election results as follows:

Michael E. Hulett	- 162	Jackie Buth	- 1
Wayne Puppe	- 164	Joe Richards	- 1
Anton Hastad	- 165		

Motion carried.

Jeanne Seigel, Clerk

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5-27-86

Regular Meeting
Board of Education
Independent School District #152
May 27, 1986

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

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

PREVIEW - Ben Trochlil previewed the agenda, adding Paper Bid Award, Minnesota School Food Service Convention and Extending Bus Drops at Riverside Elementary.

RESOLUTION - RECOGNITION OF RETIRING STAFF - Jeanne Seigel moved, seconded by Anton Hastad, to adopt the Resolution Recognizing School District Staff Upon Retiring. Motion carried. Retirees are:

Robert Larson	1958-1986	James Penuel	1965-1986
Karen Arneson	1958-1986	Donna Nelson	1970-1986
Norma Holte	1961-1986	Daryl Adair	1969-1986
Wayne Maki	1969-1986	Harold Smart	1957-1986
Wally Solien	1968-1986	Harold Dokken	1968-1986
Josephine Zaeske	1964-1986	Robert Grangaard	1977-1986
Marlys Hofstrand	1959-1986	Hjalmer Houglum	1969-1986

COMMUNICATIONS - Mike Hulett read a letter from Maria Lopez, Senior High, regarding the graduation policy.

MINNESOTA SCHOOL FOOD SERVICE CONVENTION - Mary Bonemeyer, Food Service Director, reported on the Minnesota School Food Service Convention to be held in Moorhead, June 16-19.

SENIOR HIGH TASK FORCE - Charles Fisher and Nelson Otto made a report to the Board regarding the committee's findings and recommendations on scheduling the educational day at the Senior High.

Anton Hastad moved, seconded by Dean Guida, to continue the current schedule to provide rural busses for 8:00 classes. Motion carried.

This recommendation was viewed as the best immediate alternative. The Task Force refers several other alternatives to the district Futures Committee.

UPDATE OF 1986-87 BUDGET - Oscar Bergos brought the Board up to date on the present status of the 1986-87 AVTI budget.

REMODELING OF CHEF DEPARTMENT - This was postponed until the June 10 meeting.

APPLICATION FOR FEDERAL VOCATIONAL FUNDS - Dean Guida moved, seconded by Jeanne Seigel, to authorize the AVTI administration to apply for federal vocational funds to be utilized in the operation of AVTI programs complying with all federal requirements necessary for the receipt of such funds. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
May 27, 1986
Page Two

STUDENT GRANTS - Doug Fagerlie moved, seconded by Jeanne Seigel, to approve the payment of eight SEOG grant checks totalling \$2,609. Motion carried.

ACCEPTANCE OF GIFT - Jeanne Seigel moved, seconded by Anton Hastad, to accept the gift of \$500 from the Moorhead Rotary Club for the Operation Aware Program and directed a letter of thanks be sent. Motion carried.

EMH CURRICULUM - Jon Enderlee made a presentation to the Board on EMH curriculum development. Anton Hastad moved, seconded by Dean Guida, to adopt the EMH curriculum as presented.

AGREEMENT FOR P.T. SERVICES - Jeanne Seigel moved, seconded by Anton Hastad, to approve the agreement between Fargo Physical Therapy Services and Moorhead Schools for up to 26 hours of services at \$30.00 per hour (\$780.00) plus transportation at twenty cents per mile. Motion carried.

INVESTMENTS - Anton Hastad moved, seconded by Doug Fagerlie, to approve investments #305 through #312 as presented. Motion carried.

TRANSPORTATION ASSISTANCE - Dean Guida moved, seconded by Anton Hastad, to approve the appointment of Mr. Larson to assist in planning at a cost of \$4,000. Motion carried.

MIGRANT BUS CONTRACT - 1986 - Wayne Puppe moved, seconded by Dean Guida, to approve transportation contracts for Schuck Bus Co. - \$19,771.50 and Olson Bus Co. - \$7,487.55. Motion carried.

SUMMER SCHOOL TRANSPORTATION - 1986 - Anton Hastad moved, seconded by Jeanne Seigel, to approve summer school transportation contracts to:

Olson School Bus	\$5,630.69
Red River Trails, Inc.	4,725.00
Schuck Bus Co.	2,362.50
Nelson Bus Co.	4,725.00

Motion carried.

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Board of Education
Independent School District #152
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Page Three

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>
Bruce Carlson	Jeanne Seigel	Anton Hastad	aye-Hastad, Puppe, Fagerlie, Hulett, Guida, Seigel
Ken Ogi	Jeanne Seigel	Anton Hastad	aye-Hastad, Puppe, Fagerlie, Hulett, Guida, Seigel
Nancy Barlow	Anton Hastad	Wayne Puppe	aye-Hastad, Puppe, Fagerlie, Hulett, Guida, Seigel
Jan Eidem	Wayne Puppe	Doug Fagerlie	aye-Hastad, Puppe, Fagerlie, Hulett, Guida, Seigel
Lois Foss	Doug Fagerlie	Dean Guida	aye-Hastad, Puppe, Fagerlie, Hulett, Guida, Seigel
Sandra Halsne	Dean Guida	Jeanne Seigel	aye-Hastad, Puppe, Fagerlie, Hulett, Guida, Seigel
Ted Guerrero	Jeanne Seigel	Anton Hastad	aye-Hastad, Puppe, Fagerlie, Hulett, Guida, Seigel
Judy O'Keefe	Anton Hastad	Wayne Puppe	aye-Hastad, Puppe, Fagerlie, Hulett, Guida, Seigel

PERSONNEL - Wayne Puppe moved, seconded by Dean Guida, to approve the following personnel change:

Resignation

Sandra Cassavant - EMH teacher, Washington Elementary, effective
July 18, 1986

Regular Meeting
Board of Education
Independent School District #152
May 27, 1986
Page Four

POLICIES - The Board discussed the Transportation and Travel Policy, will give it further study and bring it back on the June 10 meeting.

Anton Hastad moved, seconded by Jeanne Seigel, to approve the Child Abuse Policy (Revision). Motion carried.

The Board discussed the Patriotic Exercise Policy (New Policy). Carol Sharrock, parent, expressed her approval of the policy. The Board will give it further study and bring it back on the June 10 meeting.

Jeanne Seigel moved, seconded by Doug Fagerlie, to approve the Sexual Harassment (New Policy). Motion carried.

The Board discussed the Students and Employees with AIDS and Certain Other Communicable Diseases Policy (New Policy). Dr. Thomas was present to give clarification on some of the issues. The Board will give it further study and bring it back on the June 10 meeting.

APPROVAL OF CONTRACT FOR ARCHITECT AND ENGINEERING SERVICES - REFERENDUM PROJECTS - Anton Hastad moved, seconded by Wayne Puppe, to approve the contract with Foss and Associates for Architect and Engineering services. Motion carried.

EXTENDING BUS STOPS AT RIVERSIDE - Information and cost estimates were given to the Board on extending bus drops at Riverside Elementary.

PAPER BID AWARD - Wayne Puppe moved, seconded by Anton Hastad, to award the bid on paper supplies for the 1986-87 school year, meeting specifications, to the low bidders as listed. Motion carried.

Jeanne Seigel, Clerk

5/m. 9/005
min
S-27-816

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, May 27 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

7:00 P.M. - Tea - Honoring Retiring Staff Members

- 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. Review Update on 1986-87 Budget Appendix A
 2. Consider Remodeling of Chef Department Appendix B
 3. Consider Application for Federal Vocational Funds Appendix C
 4. Consider Student Grants Appendix D
- VII. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
 - A. UNFINISHED BUSINESS
 - B. NEW BUSINESS
 1. Consider Resolution - Recognition of Retiring Staff Appendix E

- | | |
|--|-------------------|
| 2. Consider Acceptance of Gift | Appendix <u>F</u> |
| 3. Consider EMH Curriculum | Appendix <u>G</u> |
| 4. Consider Senior High Task Force Report | Appendix <u>H</u> |
| 5. Consider Agreement For P.T. Services | Appendix <u>I</u> |
| 6. Consider Investments | Appendix <u>J</u> |
| 7. Consider Transportation Assistance | Appendix <u>K</u> |
| 8. Consider Migrant Transportation | Appendix <u>L</u> |
| 9. Consider Summer School Transportation | Appendix <u>M</u> |
| 10. Consider Placement of Tenured Teachers on Unrequested Leave of Absence | Appendix <u>N</u> |
| 11. Consider Personnel | Appendix <u>O</u> |
| 12. Consider Policies | Appendix <u>P</u> |
| 13. Consider Approval of Contract for Architect and Engineering Services | Appendix <u>Q</u> |

VIII. FOR YOUR INFORMATION

Appendix Z

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

X. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, June 10

MOORHEAD AREA VOCATIONAL TECHNICAL INSTITUTE AGENDA

NEW BUSINESS

1. Update of 1986-87 Budget (Bergos) Appendix A

Explanation: The State Board of Vocational Technical Education has considered the variance requests submitted by the Moorhead AVTI administration.

The AVTI Director will be present to bring the Board up to date on the present status of the 1986-87 budget.

Recommendation: For information only.

2. Remodeling of Chef Department (Bergos) Appendix B

Explanation: The present chef facility was constructed and equipped in 1972. Since that time, there have been considerable changes in the food service industry involving not only techniques, but also the modernization of equipment.

We are aware of the need to not only revamp the curriculum in the chef department, but also to remodel some areas of the department so that the proper instruction can be presented.

The State Board of Vocational-Technical Education specialists agree that remodeling should accompany the curriculum revisions. Since the Repair and Betterment monies which would usually be allocated for remodeling are not available, an agreement has been proposed with the State Board which would allow a transfer of some funds allocated to Fund 15 (Equipment) to Fund 18 (Repair and Betterment). The State Board will take final action on this variance request at their June 9 meeting.

The AVTI staff would like to accomplish much of this remodeling through utilization of their own expertise rather than go to formal bids from contractors. They would like to utilize the services of an architect on a prearranged hourly basis rather than a percentage fee.

The AVTI Director will explain the proposed changes and anticipated time schedule.

Recommendation: Move to approve the remodeling of the Chef Department at AVTI as presented.

3. Application for Federal
Vocational Funds

(Bergos)

Appendix C

Explanation: Considerable federal funds are involved with the special needs programs conducted by the AVTI. An eligible recipient for federal funds of this type must comply with public law 98-524, section 115 (a) which states: "Any eligible recipient desiring to receive assistance under this act shall, according to requirements established by the State Board, submit to the State Board an application, covering the same period as the State Plan, for the use of such assistance. The State Board shall determine requirements for local applications (and amendments thereto), except that each such application shall:

- set forth the vocational education programs, services, and activities proposed to be funded, and

- describe the coordination with relevant programs conducted under JTPA and the Adult Education Act to avoid duplication

Each local application shall be available for review and comment by interested parties, including the JTPA administrative entity".

The applicant agency has to certify that it will comply with all regulations, policies, guidelines, and requirements included in the Education Division General Administrative Regulations as they relate to the application, acceptance and use of federal funds.

The AVTI must show that it possesses legal authority to apply for these funds and that a resolution, motion, or similar action has been duly adopted and passed as an official act of the agency's governing body. Local constituents are considered notified of the intent to apply for federal vocational funds through official district board meeting minutes.

Recommendation: Move to authorize the AVTI administration to apply for federal vocational funds to be utilized in the operation of AVTI programs. The AVTI administration should be directed to comply with all federal requirements necessary for the receipt of such funds (i.e. Civil Rights Act of 1964, Fair Labor Standards Act, Education Amendments of 1972, Rehabilitation Act of 1973, etc.).

4. Student Grants

(Bergos)

Appendix D

Explanation: Information was not available in time to make out SEOG grant checks for the last Board meeting for some students who are entitled to them. These checks must be given to the students during the enrollment period ending June 4. We request that the board approve the payment of eight (8) SEOG checks totalling \$2,609. Details are available in the business office.

Recommendation: Move to approve the payment of the SEOG checks as presented.

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

NEW BUSINESS

1. Resolution - Recognition (Bergen) Appendix E
of Retiring Staff

Explanation: Beginning at 7:00 P.M. there will be cake and coffee for retirees. Appendix E-1 is the resolution.

Recommendation: Move to adopt the Resolution Recognizing School District Staff Upon Retiring.

2. Acceptance of Gift (Jernberg) Appendix F

Explanation: The district has received a gift of \$500 from the Moorhead Rotary Club for the Operation Aware Program.

Recommendation: Move to accept the gift of \$500 from the Moorhead Rotary Club as stated.

3. EMH Curriculum (Jernberg) Appendix G

Explanation: Members of the EMH Curriculum Committee will make a presentation to the Board regarding their curriculum development efforts this year.

Recommendation: Move to adopt the EMH curriculum as prepared and presented.

4. Senior High Task Force (Jernberg) Appendix H

Explanation: The Senior High Task Force was formed to review the following charge:

To explore, develop and recommend new and creative approaches to scheduling the educational day which would enhance the working and learning environment for students and staff with a priority focus on the quality of education for the students at Moorhead High School

The committee will make a report to the Board regarding its study findings and recommendations.

Recommendation: Move to accept the committee's report for further study.

5. Agreement for P.T. Services (Swedberg)

Appendix I

Explanation: Appendix I-1 contains the agreement for physical therapy services for summer school between Fargo Physical Therapy Services and Moorhead Schools. The agreement is for up to 26 hours of services at \$30.00 per hour (\$780.00) plus transportation at twenty cents per mile.

Recommendation: Move to approve the agreement between Fargo Physical Therapy Services and Moorhead Schools.

6. Investments

(Lacher)

Appendix J

Explanation: Board approval is requested for investments as shown in Appendix J-1.

Recommendation: Move to approve investments 305 through 312.

7. Transportation Assistance

(Lacher)

Appendix K

Explanation: To assist in developing effective and efficient bus costs in conjunction with the new census system the administration is recommending to employ Bob Larson as the consultant.

Recommendation: Move to approve the appointment of Mr. Larson to assist in bus cost planning at a cost of \$4,000.

8. Migrant Bus Contract - 1986 (Kaste)

Appendix L

Explanation: Transportation for the federally funded Migrant Program will be as follows: Schuck Bus Co. - \$19,771.50 and Olson Bus Co. - \$7,487.55.

Recommendation: Move to approve transportation contracts as listed.

9. Summer School Transportation (Kaste)
- 1986

Appendix M

Explanation: Transportation for Summer School will be provided at the following costs:

Olson School Bus	\$5,630.69
Red River Trails, Inc.	4,725.00
Schuck Bus Co.	2,362.50
Nelson Bus Co.	4,725.00

Recommendation: Move to approve the contracts as listed.

10. Placement of Tenured Teachers (Bergen) Appendix N
on Unrequested Leave of Absence

Explanation: Appendix N-1 is the Resolution Placing Tenured Teachers on Unrequested Leave of Absence and Appendix N-2 is the list of names.

Recommendation: Move to place the individuals named on unrequested leave of absence at the end of the 1985-86 school year.

11. Personnel (Bergen) Appendix O

Resignation

Sandra Cassavant - EMH teacher, Washington Elementary, effective July 18, 1986

12. Policies (Trochlil) Appendix P

Explanation: The Policy Review Committee is recommending the approval of five policies:

- Transportation and Travel (Revision) - Appendix P-1
- Child Abuse (Revision) - Appendix P-2
- Patriotic Exercise (New Policy) - Appendix P-3
- Sexual Harassment (New Policy) - Appendix P-4
- Students and Employees with AIDS and - Appendix P-5
Certain Other Communicable Diseases
(New Policy)

Recommendation: Move to approve the identified policies. The Board may want to only discuss and defer action on one or more of these due to the content of the policies.

13. Approval of Contract for (Lacher) Appendix Q
Architect and Engineering
Services - Referendum Projects

Explanation: Enclosed is the proposed agreement for Architect and Engineering services with Foss and Associates per their proposal. I have had the law firm of Knutson, Flynn & Hetland review the contracts. There have been some modifications based on their recommendations.

Recommendation: Move to approve the contract with Foss and Associates for Architect and Engineering services as presented.

'WE ARE PROUD'

1. New student council members and class officers for 1986-87:

12th grade - Time Meyer - president

Laura Nordhougen - vice president

John DeBoer - secretary/treasurer

Julie Buckley, Karin Dulski, Bob Heuer, Erik

Iverson, Andrea Jasken, Debbie King & Kristi

Zuehlsdorff

11th grade - Craig Malvey - president

Lynelle Sorenson - vice president

Tim Nokken - secretary/treasurer

Betsy Anderson, Tami Asplin, Alan Johnson,

Kelli Ness, Scott Petitt, Ginger Viker

10th grade - Angie Rude - president

Kim Elker - vice president

Erica Will - secretary/treasurer

Lana Stigen, Terri Hoeft, Joanna Geroy, Jenny

Ryland and Aimee Tungsvick

2. Honor students for 1985-86: Special honors - Stephanie Aman, Stacey Horn, Shawn Sarbacker, Lisa Smedstad and Anthony Solmon. Salutatorians are Lynn Anderson, Mia Arndt, Mike Jasken, Roger Krabbenhoft, Karen Richman and Joan Swanson. Valedictorians are Jeanine Koenig and Charles Li.

3. Heidi Stutzinger was selected to the 1986-87 MMEA "All State Band".

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Last Day of School	Friday, May 30		
Graduation - Seniors	Sunday, June 1	2:00 p.m.	Concordia
Graduation - MAVTI	Wednesday, June 4	7:00 p.m.	Senior High
Joint Powers	Thursday, June 5	7:00 p.m.	Courthouse
Bureau of Mediation	Thursday, June 5		
*Clerical			
*Supervisors			

RESOLUTION RECOGNIZING SCHOOL DISTRICT STAFF UPON RETIREMENT

WHEREAS, The Moorhead Board of Education desires to recognize staff on behalf of the community:

Robert Larson	1958-1986	Harold Smart	1957-1986
Karen Arneson	1958-1986	Harold Dokken	1968-1986
Norma Holte	1961-1986	Robert Grangaard	1977-1986
Wayne Maki	1969-1986	Hjalmer Hougum	1969-1986
Wally Solien	1968-1986		
Joesphine Zaeske	1964-1986		
Marlys Hofstrand	1959-1986		
James Penuel	1965-1986		
Donna Nelson	1970-1986		
Daryl Adair	1969-1985		

WHEREAS, The Moorhead Board of Education desires to commend years of tireless and faithful efforts on behalf of the students; and

WHEREAS, THE Moorhead Board of Education appreciates the many hours committed to the development of our young people; and,

WHEREAS, The Moorhead Board of Education has determined to thank the above for those years of dedicated service to the youth of this district;

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

That the School Board hereby directs the Superintendent of Schools to draft a letter on behalf of the Board to the above stating our appreciation for many years of faithful and dedicated service to this school district, and

To award the Appreciation Plaque, and

To make as a permanent record this resolution, a part of the minutes of this school district, as a small means of expression of our gratitude to: _____

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

MEMORANDUM OF AGREEMENT FOR
PHYSICAL THERAPY CONSULTANT SERVICES

SUMMER 1986

This contract, entered into this 27th day of May 1986 by and between Moorhead Public Schools, Independent School District #152, and Fargo Physical Therapy Services affirms that:

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

WHEREAS, THE CONSULTANT is duly qualified to perform these services;

NOW THEREFORE, the parties agree as follows:

1. The CONSULTANT 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 staffings;
 - 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.
2. The CONSULTANT shall provide these services to District 152 children enrolled and in need of services, as determined by AGENCY PERSONNEL.
3. The AGENCY/CONSULTANT shall obtain appropriate educational medical information, including medical orders, if necessary, on each client.
4. The date the service will begin is on or about June 9, 1986. The number of hours contracted will be up to 26.
5. The AGENCY shall monitor the services of the CONSULTANT through AGENCY personnel.
6. The AGENCY shall make payments for services rendered as follows: upon receipt of statement. Fees charged will be \$30.00 per hour and transportation at twenty cents per mile.

Name _____

Name _____

Title _____

Title _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Date _____

Date _____

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM MARCH 12, 1986 TO MAY 22, 1986

INVEST NO.	DATE	AMOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST (NET)	BANK OR S&L	BROKER
305	05-08-86	100000	10-06-86	7.375	3093	GUARANTY FEDERAL	HIGH YIELD
306	05-08-86	100000	10-06-86	7.40	3061	FREEDOM S & L	HIGH YIELD
307	05-08-86	100000	10-06-86	7.30 *	2957	BROOKSIDE S & L	GOLDSTONE
308	05-08-86	100000	10-06-86	7.50 *	2999	VICTORIA S & L	GOLDSTONE
309	05-08-86	100000	10-06-86	7.50 *	2999	VERNON S & L	GOLDSTONE
310	05-19-86	100000	09-12-86	7.20	2288	SANTA BARBARA S&L	HIGH YIELD
311	05-19-86	100000	09-12-86	7.35	2335	UNITED SAVINGS	HIGH YIELD
312	05-19-86	100000	09-12-86	7.50	2383	GILL SAVINGS	HIGH YIELD
TOTAL INTEREST					22115		

* FEE OF .25% PAID

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PLACING _____ ON
UNREQUESTED LEAVE OF ABSENCE

WHEREAS, the School Board of Independent School District No. 152 adopted a resolution proposing placement of _____ on unrequested leave of absence on April 22, 1986, and

WHEREAS, said written notice of the proposed placement on unrequested leave was received by _____ by certified mail or personal service on April 23, 1986, and

WHEREAS, said written notice of proposed placement on unrequested leave contained a statement setting forth the reasons for the proposed placement as well as a statement that he/she was entitled to a hearing before the School Board provided he/she make a request in writing within fourteen days of receipt of said notice, and that if no hearing was requested within said fourteen day period it constituted acquiescence by _____ to the School Board's proposed action, and

WHEREAS, said failure to make written request for a hearing within fourteen days after receipt of notice of proposed placement on unrequested leave constitutes acquiescence by _____ to his/her placement on unrequested leave.

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 152 that _____ be and hereby is placed on unrequested leave of absence as a teacher of Independent School District No. 152 effective at the end of the 1985 - 1986 school year on May 30, 1986 pursuant to M.S. 125.12, subd. 6a and the negotiated unrequested leave policy #4119 (Article XXX) of District No. 152, without pay or fringe benefits.

BE IT FURTHER RESOLVED, that a notice of placement on unrequested leave, together with a copy of this resolution be forwarded to said teacher by certified mail or personally and that an affidavit of same be placed in his/her file, together with a copy of the notice and resolution.

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 hereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

MOORHEAD PUBLIC SCHOOLS

TENURED STAFF

May 27, 1986

K-12

1.00	EB/D	Bruce Carlson	lack of license
.571	Art	Ken Ogi	

MAVTI

1.00	Related Communications	Nancy Barlow
2.00	SecClerical	Jan Eidem
		Lois Foss
1.00	Legal Sec.	Sandra Halsne
1.00	Minority Advisor	Ted Guerrero
1.00	Placement	Judy O'Keefe

I move the foregoing resolution but substitute the name_____

POLICY OF THE MOORHEAD, MN
BOARD OF EDUCATION

DISTRICT CODE: DLC
DATE: February 11, 1986

TRANSPORTATION & TRAVEL

Professional Meetings and 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 Superivsors' Association, plus and the Moorhead Principals' Association will attend conventions and conferen-ces 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.~~

Staff and school board members are encouraged to attend meetings, workshops, seminars, conferences and conventions. Expenses will be reimbursed according to district policy, budget allocations, and/or negotiated agreements.

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 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 \$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 \$22.00 per day, including tips, unless special conference 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 \$ 5.00 (when leaving Moorhead before 7:00 a.m.)
- Lunch \$ 7.00 (when leaving Moorhead before 12:00 noon)
- Dinner \$10.00 (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 for that day)

4. Registration fees and incidental costs will be reimbursed on the basis of actual cost and should be receipted whenever possible. Laundry and personal telephone calls are not reimbursable expenses.

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: JHG DATE ADOPTED: 3-23-82 DATE REVISED: 4-30-86
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CHILD ABUSE

I. Elementary & Secondary Policy

A. Maltreatment of Minors

1. It is the policy of Independent School District No. 152 to protect children whose health or welfare may be jeopardized through physical abuse, neglect or sexual abuse; and to strengthen the family by making the school community safe for children by promoting responsible child care in all settings.
2. It is the policy of Independent School District No. 152 to comply with the law of requiring the reporting of suspected physical or sexual abuse and conditions of neglect involving children.
3. The reporting of maltreatment of minors shall be strictly in accordance with the provisions of Minnesota State Statute 626.556 sub.(3) All persons responsible for the child's care means a parent, guardian, teacher, school administrators or other lawful custodian of a child having either full-time or short term care responsibilities including but not limited to, daycare, babysitting whether paid or unpaid, counseling, teaching, and coaching.

B. Definitions:

1. Physical Abuse: Any physical injury inflicted by a parent, guardian, teacher or other person responsible for the child's care, on a child other than by accidental means; or any physical injury that cannot reasonably be explained by the history of injuries.

Such injuries may include:

- bruises and welts
- burns and scaldings
- abrasions and lacerations
- wounds or cuts
- bites and punctures
- bone fractures
- malnutrition
- concussions
- failure to thrive
- soft-tissue swelling, etc.

2. Sexual Abuse: The subjection by the child's parent, guardian or person responsible for the child's care, to any act of incest, rape, sodomy, intercourse, indecent liberties and/or sexual penetration (as covered in Minnesota Statutes, 609.341 to 609.345 and 609.365). Sexual abuse also includes any acts of sexual exploitation involving a minor child (Section 617.246), or the involvement of a minor child in prostitution (Section 609.324).
3. Neglect: The failure by a parent, guardian or other person responsible for a child's care to provide a child with necessary food, clothing, shelter or medical care when reasonably able to do so. Neglect also includes the failure to protect a child from conditions or actions which imminently and seriously endanger the child's physical and mental health when reasonably able to do so. Neglectful conditions may include:
 - abandonment
 - lack of special care for a physical or mental condition
 - inadequate parental care or supervision
 - inadequate foster care or illegal child placement.
 - threats of physical harm

It is not construed to mean that a child is neglected solely because the parent, guardian or other person responsible for the child's care in good faith selects and depends upon spiritual means or prayer for treatment of disease or remedial care of the child.

C. Reporting - Who Must Report

1. In education, a professional or his/her delegate who knows or has reason to believe that a child is being neglected or physically or sexually abused must immediately report orally and in writing the information to the appropriate authorities. Any employee of the school district who stands in a position of authority is responsible for reporting. Those employees include/but not limited to:

Administrators	Counselors
Teachers	Substitute Teachers
Principals	Speech Clinicians
Superintendents	School Nurse/Aides
School Board Members	Bus Drivers
Social Workers	Secretaries
Psychologists	Custodians
Child Care Staff/Aides	Coaches
Food Service Personnel	Occupational Therapists/Aides
	Supervisors of Students

2. In addition, persons not required to report but who know or have reason to believe that a child has been abused or neglected may voluntarily report the information to the appropriate authorities.
3. It is not the responsibility of the reporter to investigate or prove that the child has been abused or neglected. All that is required is that the reporter knows or has reason to believe a child is being neglected or abused.
4. Immunity from liability: Any person, including those voluntarily making reports and those required to make reports participating good faith and exercising due care in the making of report or assisting in the assessment pursuant to this section has immunity from any liabilities civil or criminal, that otherwise might result by reason or his action.

Any public or private school or the employee of any public or private school who permits access by local welfare agency or local law enforcement agency and assists in good faith in an investigation or assessment pursuant has immunity from any liability civil or criminal that otherwise may result by reason of that action.

5. Retaliation prohibited: There shall be no retaliation against the person for reporting in good faith suspected abuse or neglect pursuant to this section, or against a child with respect to whom a report is made, because of the report.

Sub (a) The employer of any person required to make a report under this subdivision who retaliates against the person because of a report of suspected abuse or neglect is liable to that person for actual damages and, in addition, a penalty up to \$1,000.

Sub (b) There shall be a rebuttal presumption that any adverse action within 90 days of a report is retaliatory for purposes of this paragraph, the term "adverse action" refers to action taken by an employer of a person required to report under this subdivision which is involved in a report against the person making the report or the child with respect to whom the report was made because of the report, and includes, but is not limited to:

- (1) discharge, suspension, termination, or transfer from the school;
 - (2) discharge from or termination of employment;
 - (3) demotion or reduction in remuneration for services;
 - (4) restriction or prohibition or access to the facility, institution, school, agency, or persons affiliated with it.
6. Falsified reports: Any person who willfully or recklessly makes a false report under the provisions of this section shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury.
7. Failure to report: Any person required by this section to report suspected physical or sexual child abuse or neglect who willfully fails to do so shall be guilty of a misdemeanor.

II. Policy Procedures

A. Responsible Reporter

1. Any employee having reasonable cause to suspect that a child is being physically or sexually abused or neglected shall immediately report this information to Clay County Child Protection Services or Law Enforcement Center. The employee should also report this information to the building administrator.
2. Whenever circumstances suggest that a child's health or welfare may be immediately in jeopardy, the employee shall first report these circumstances to the Law Enforcement Agency and then contact the designated administrator.
3. When helpful, building staff are encouraged to seek additional consultation through appropriate school staff, such as social worker, nurse, counselor, psychologist and/or staff resource person.
4. Though consultation may be used in helping to determine whether there is reasonable cause to suspect abuse or neglect, the decision to report is the responsibility of the individual employee. Consultation with the designated administrator or other school personnel must not inhibit the individual from reporting when, in their own best judgment, a concern remains for the welfare of the child.

B. Reporting Process

1. An oral report shall be made immediately to the Clay County Child Protection Services or Law Enforcement Center.

NOTE: If it is believed that the child's immediate health or welfare are jeopardized, the police must be called. The police are the only community agents who have the authority to remove a child, short of a court order.

Clay County Social Services
1004 North 1st Avenue
Moorhead, MN 299-5200
Ask for service intake worker or child protection worker on call. Office hours 8:00-4:30, Monday-Friday.

Moorhead Police Department, Juvenile Division
915 North 9th Avenue
Moorhead 299-5129
24 hours a day, seven days a week.

2. A written report must be completed by the reporting person using the appropriate county form. Forms for reporting Child Abuse or Neglect are in each building administrator's office.

Any report shall be of sufficient content to identify the child, any person believed to be responsible for the abuse or neglect of the child if the person is known, the nature and extent of abuse or neglect and the name and address of the reporter. Reporting staff may request follow-up information regarding investigation results by indicating such requests on the Child Abuse/Neglect Reporting form.

A copy of the Report of Child Abuse or Neglect must be kept in the building administrator's confidential file.

Point of Information

Written reports received by a police department or the county sheriff are forwarded immediately to the local welfare agency. The police department or the county sheriff may keep copies of the reports received by them. Copies of the written report received by a local welfare agency are forwarded immediately to the local police department or the county sheriff.

C. Local Social Service Agency and Local Law Enforcement
Interview of Child on School Premises

The schools will cooperate with the local social service agency and the local law enforcement agency in their conduct of assessment interviews of children without parental consent or knowledge of the alleged perpetrator.

1. To be authorized to conduct an assessment interview of a child on school property, the local social services or local law enforcement agency shall, prior to the interview, provide notice to school officials containing the following information:
 - a. The name of the child to be interviewed;
 - b. the purpose of the interview;
 - c. a reference to the statutory authority to conduct and interview on school property;
 - d. and, if the notification is from the local social services agency, a signature by the chairperson of the country welfare board or his/her designee.
2. Except where the alleged perpetrator is believed to be a school official or employee, the school officials shall have discretion to set reasonable conditions as to the time, place and manner of the interview on school premises, but the local social services or law enforcement agency shall have exclusive authority to determine who may attend the interview. The interview shall be conducted not more than 24 hours after receipt of such written notification, unless another time is deemed necessary by mutual agreement between the school officials and the local social services agency or the local law enforcement agency.
3. The written notification of intent to interview referred to in paragraph 1 is private data on individuals. However, no school official shall disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local social services or law enforcement agency that the investigation or assessment has been concluded. Any notification of intent to interview shall be destroyed by the school when ordered to do so by the agency conducting the assessment or investigation.
4. The school district shall make every effort to reduce the disruption of the educational program of the child, other students or school staff when an interview is conducted on school premises.

D. Follow Up Procedures

It is important to provide follow up support to the staff who works with the child. It is necessary to be sensitive to the needs and concerns of the teacher who made the report, and aware that other staff may see some effect on the student who has experienced the neglect or abuse. While confidentiality must be a high priority in handling these matters, an informed staff can often be the most supportive in dealing with the student.

1. Elementary: After the report has been made, the designated building administrator will consider which staff members need to be informed. The designated administrator will then meet individually or collectively with these staff members, sharing information which would be helpful to them. The designated administrator will notify the school social worker in all instances. Reporting staff may request follow-up information regarding investigation results by indicating such requests on the Child Abuse/Neglect Reporting form.
2. Secondary: After the report has been made, the designated administrator will confer with the student, counselor, and other involved persons to discuss the necessity and procedure for informing other staff. The school social worker will be notified in all instances. Reporting staff may request follow-up information regarding investigation results by indicating such requests on the Child Abuse/Neglect Reporting form.
3. Testimony: Staff members (teachers, designated administrators, support personnel, etc.) who might be required to testify in court or meet with the Child Protection Team or Law Enforcement Personnel will be released from school to do so. The staff member may request that the designated administrator or other appropriate staff member accompany him/her to such meetings. Appropriate substitutes will be provided by the school district if such meetings are scheduled during school hours.

E. Confidential Files

- 1) If, upon assessment or investigation a report is found to be false, notice of intent to destroy records of the report shall be mailed to the individual subject of the report. At the subject's request the records shall be maintained as private data. If no request from the subject is received within 30 days of mailing the notice of intent to destroy, the records shall be destroyed.

2. Reports of suspected child abuse or neglect which, after initial investigation by a Clay County Child Protection worker, can neither be substantiated or disproven may be kept for one (1) year in the designated administrator's confidential file. If the report is not substantiated within that time, the report shall be destroyed.
3. Reports of suspected child abuse or neglect that are substantiated by the Clay County Protection worker may be kept for seven (7) years following the date of the final case entry in the designated administrator's confidential file. The purpose of maintaining the file is to ensure (a) the long range adjustment and welfare of the child, and (b) a continuity of support services for the child and family.
4. If or when the child transfers to another building within the district, the confidential file will be delivered to the designated administrator of the receiving building. That administrator will then implement II. Policy Procedure, D. Follow Up.

III. Policy Awareness

A. Staff Inservice

Each building principal or principal's designee will review the policy and procedures prior to opening of school each year.

B. Prevention and Awareness

Each building administrator shall ensure that prevention awareness and personal body protection are addressed by classroom teachers through guidance, utilization of resource persons and appropriate curricular areas.

C. Community Awareness

1. Policy provisions I. A - 1, 2, and 3 will be published in the back to school newsletter each fall.
2. A copy of provisions I. A - 1, 2, and 3 will be posted in each school building and included in each school handbook, policy book, or placed in a parent newsletter.

CHILD ABUSE/NEGLECT REPORT FORM

- * Name of Child _____ * Age _____
* Parent's Name _____ * Phone _____
* Address _____
* Directions to home (if needed) _____
Name of Reporter _____
Reporter's Address _____
Reporter's Relationship to Child _____
Does reporter wish to remain anonymous? Yes _____ No _____ No Preference _____
* At the time of this call, does the child bear physical signs of abuse?
Yes _____ No. If yes, describe: _____

* Nature of Complaint and Date of Occurrence: _____

* Denotes information that must be present to investigate report.

Signature of person taking report _____
Date _____ Time _____
Copy to Police _____ Date _____ (Mn. Stat. 626.556, Sec. 3, Subd. 3)
Minutes Spent _____
Follow-up: Was Social Services notified by phone? _____ Date _____ Time _____
Date written report submitted: _____
Substantiated _____ Unable to Substantiate _____
Unsubstantiated _____ Information Only _____

RECOMMENDATIONS by worker investigating: _____

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: INDA DATE: May 15, 1986
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PATRIOTIC EXERCISES

We believe that one's love of country is promoted by the ceremonies and observances held in the public schools and that the flag of the United States is a symbol of our great American heritage and democratic ideals.

In all classrooms K-12, the Pledge of Allegiance to the flag of the United States of America will be recited at least once a week, except when the administrator will arrange for other appropriate exercises which will include the Pledge of Allegiance.

Any student who, for reasons of conscience, does not wish to salute the flag or say the pledge, may be excused from the exercises.

The Board of Education wishes to set an example for the district's staff and students. Therefore, the Pledge of Allegiance shall be recited at the beginning of each meeting of the Board of Education.

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: JFCFA DATE ADOPTED:
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SEXUAL HARASSMENT POLICY

I. GENERAL STATEMENT OF POLICY

Sexual harassment is a form of sexual discrimination which is a violation of Section 703 of Title VII of the Civil Rights Act of 1964, as amended, and of Minn. Stat. Chapter 363, The Minnesota Human Rights Act.

Independent School District No. 152 strongly disapproves of any form of sexual harassment. It will deal swiftly and severely with employees found guilty of sexually harassing other employees (or students).

II. SEXUAL HARASSMENT DEFINED

Unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact or other verbal or physical conduct or communication of a sexual nature constitutes sexual harassment when:

- 1) Submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education;
- 2) Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
- 3) That conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile or offensive employment or educational environment.

III. REPORTING PROCEDURE

A. Victims of alleged sexual harassment and third persons with knowledge or belief of conduct constituting sexual harassment are encouraged to report to school district officials, as designated herein.

1. At the building level: The building principal is the responsible authority for receiving reports of sexual harassment at the building level. The building principal, upon receiving any such report, must forward the same in confidence to the District Human Rights Officer within 72 hours. The building principal is to perform no screening or investigation function. Failure of the building principal to forward any report of alleged sexual harassment will result in discipline consistent with the terms of any applicable collective bargaining agreement.

2. District-wide: The School Board shall annually designate, as District Human Rights Officer, a female staff member as the responsible authority for receiving reports of sexual harassment directly from any individual, employee, or victim of sexual harassment and also from the building principals as outlined above. The name of the District Human Rights Officer shall be conspicuously posted in each building within the school district together with a mailing address and phone number.

IV. INVESTIGATION AND RECOMMENDATION:

By authority of the School Board, the District Human Rights Officer shall, upon receiving any report alleging sexual harassment, conduct an investigation and make a written recommendation within 30 days to the Superintendent of Schools, or if necessary, directly to the School Board. In determining whether alleged conduct constitutes sexual harassment, the District Human Rights Officer should look at the record as a whole and the totality of circumstances, such as the nature of the sexual advances and the context in which the alleged incidents occurred.

V. REPRISAL:

Consistent with the terms of any applicable collective bargaining agreement and any applicable statutes, the school district will discipline any individual who retaliates against any person who reports alleged sexual harassment, or who testifies, assists or participates in any manner in any investigation, proceeding or hearing relating to the report alleging sexual harassment. A retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VI. SCHOOL DISTRICT ACTION:

- A. Upon receipt of a recommendation from the District Human Rights Officer that probably cause exists to credit the allegations of sexual harassment, the School Board may take action based on the report and recommendation of the District Human Rights Officer or it may conduct its own investigation into the charges.
- B. Such investigation must be completed within 30 days of receipt by the Superintendent or School Board of the recommendation from the District Human Rights Officer.
- C. Pending such investigation, the School Board may, in its discretion, take any action necessary to protect the alleged victim, other employees or students consistent with requirements of applicable collective bargaining agreements and statutes, if any.
- D. Consistent with requirements of applicable collective bargaining agreements and statutes, if any, the School Board may take such action as it deems necessary and appropriate, including termination, to end sexual harassment found to exist.

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: JHCC DATE ADOPTED:
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STUDENTS AND EMPLOYEES WITH AIDS AND
CERTAIN OTHER COMMUNICABLE DISEASES

RATIONALE:

Public concern that children of the school district be able to attend the schools of the district without being infected with serious communicable diseases, such as Acquired Immuno Deficiency Syndrome (AIDS), Cytomegalovirus (CMV), Herpes Simplex Virus (HSV), and HSV related diseases such as Chickenpox, Shingles, and Infectious Mononucleosis requires that the School Board adopt procedures effectively responding to these health concerns while respecting the rights of all students and employees, including those who are so infected.

SCHOOL DISTRICT POLICY:

I. Students.

It is the policy of the School Board that students with communicable diseases not be excluded from attending school in their regular classrooms so long as their attendance does not create a substantial risk of the transmission of illness to children or employees of the school district. A procedure for minimizing interruptions to learning resulting from communicable diseases will be established by the school district in consultation with community health and private health care providers. Procedures for the inclusion or exclusion of students with communicable diseases from school will consider the educational implications for the student and others with whom he or she comes into contact, recommendations from the county public health agency, the Minnesota Department of Education and the United States Public Health Services Centers for Disease Control.

II. Employees.

It is the policy of the School Board that employees with communicable diseases not be excluded from attending to their customary employment so long as they are physically able to perform tasks assigned to them and so long as their employment does not create a substantial risk of the transmission of illness to children or employees of the school district.

III. Special Circumstances and Conditions.

The School Board recognizes that some children, because of age or handicapping conditions, and some employees, because of special conditions, may pose greater risks for the transmission of communicable diseases than other persons infected with the same illness. Examples include children who display biting behavior and students and employees who are unable to control their bodily fluids or have uncovered oozing wounds. These conditions need to be taken into account and considered in assessing the risk of transmission of the disease and the resulting effect upon the educational program of the student or employee of the employee.

PROCEDURES:

The following procedure is based upon proposed guidelines of the Minnesota Department of Education and recommendations of the Center for Disease Control of the United State Department of Health and Human Services.

I. In all cases in which the Superintendent becomes aware that a student or employee of the school district has contracted one of the diseases listed above, the Superintendent will take the following steps:

- a. The parent(s) or guardian of the child, or in the case of an employee, the employee or his/her family, will be contacted in order to discuss the situation and determine whatever facts are available.
- b. Upon receiving written consent from the parent(s) or guardian of a student or in the case of an employee, the employee or his/her family, the Superintendent will confer with the treating physician, if any, in order to determine any significant medical facts concerning the diagnosis of the disease or factors affecting the possible transmission of the disease.
- c. Advise local, county and state public health authorities of the situation.
- d. Notify the school nurse, nurse's aide, or other health care professional retained by the school district of the situation if such notification has not previously been made.
- e. Where the age of a student, or other condition, such as biting behavior, or in the case of either an employee or a student, the lack of control of bodily fluids, or the existence of uncovered oozing wounds or other medically identifiable factors increases the risk of transmission, the Minnesota Commissioner of Health is to be contacted and requested to convene an Advisory Committee to review the case and to provide recommendations regarding educational placement for a student or continued attendance at work for an employee. Such Advisory Committee is to include, wherever possible, the following members:

The State Epidemiologist.
Minnesota Department of Education Representative.
Pediatrician or physician with expertise in infectious diseases.
Physician with expertise in care of patients with the above-listed diseases.
Student or employee's personal physician.
Superintendent of Schools.
Primary teacher in the case of a student.

II. Hygiene Practices in Schools.

Good hygiene practices as recommended by local, county and state health authorities are to be followed at all times when handling blood or other bodily fluids of any child or employee.

Teachers and other employees who may be expected to have contact with a student or employee under circumstances giving rise to a risk of transmission of a serious illness will be informed about the condition of the child or fellow employee, instructed regarding the possible modes of transmission of the disease and provided any special supplies, such as disposable gloves, which medical advisors deem to be appropriate.

III. Data Primary Concerns.

Public concern regarding communicable diseases is neither an excuse nor defense for the violation of data privacy rights of students or employees who have or are rumored to have such illnesses.

- A. Health data regarding students is private data, Minn. Stat. §13.32, Subd. 2, and is not to be disseminated to the public or to staff without the strict observance of data privacy rights. Knowledge that a student has a communicable disease will be limited to those persons determined by the Superintendent to have a direct need to know.
- B. Health data regarding employees is private data, Minn. Stat. §13.43, Subd. 2, and may not be released to the public nor to fellow employees without strict observance of data privacy rights of public employees, Minn. Stat. §13.43. Knowledge that an employee has a communicable disease will be limited to those persons determined by the Superintendent to have a direct need to know.
- C. The School District recognizes that the improper and unauthorized release of health information regarding a student or employee suffering from an infectious disease has the potential of doing irreparable harm.

IV. Staff and Student Education.

The School Board recognizes that the education of its residents, staff, and students regarding the risks involved in the spread of infectious diseases in the school setting will help to minimize the risk of transmission to other students and employees while protecting the rights of infected students and employees.

- A. All school district employees will receive instruction regarding this policy, appropriate hygienic practices for use in all school settings, precautions to be employed where contagious diseases may be encountered and community resources for referral and information.
- B. Students in Early Childhood Program through grade twelve (12) will receive appropriate instruction in health, including specific information about communicable diseases, including prevention, and access to community resources.
- C. Students in primary and intermediate grades will receive appropriate instruction in health, including age-appropriate information about communicable diseases.

5/mg/BoS
min.
6-10-86

Regular Meeting
Board of Education
Independent School District #152
June 10, 1986

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

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

PREVIEW - Ben Trochlil previewed the agenda, adding Superintendent's Appraisal, Update of Construction Project, Attendance Policy and additional Personnel matters.

APPROVAL OF MINUTES - Anton Hastad moved, seconded by Jeanne Seigel, to approve the minutes of May 13 and 27 and the corrected minutes of May 20. Motion carried.

CLAIMS - Dean Guida moved, seconded by Anton Hastad, to approve the claims, subject to audit, in the amount of \$539,552.42. Motion carried.

GENERAL FUND	\$177,003.99
FOOD SERVICE	21,297.88
TRANSPORTATION FUND	51,474.63
COMMUNITY SERVICE	8,609.41
CAPITAL EXPENDITURE	12,016.51
CONSTRUCTION FUND	1,978.41
DEBT REDEMPTION	810.00
MAVTI-GENERAL FUND	85,502.36
MAVTI COMM SERVICE	7,124.42
VO-TECH CAP. OUTLAY	25,531.69
VO-TECH BUILDING FUND	2,000.00
REPAIR & BETTERMENT	6,649.41
FED FINANCIAL AIDS	131,489.94
STUDENT FUNDS	3,833.53
TOWNSITE CENTRE	4,230.24

GRAND TOTAL \$539,552.42

COMMUNICATIONS - Mike Hulett read thank you notes from Norma Holte, Marlys Hofstrand and Karen Arneson for the Retirement Tea and the recognition plaques.

REMODELING OF CHEF TRAINING - Oscar Bergos updated the Board on the finalized plan for remodeling the Chef Department at MAVTI.

Curt Borgen moved, seconded by Anton Hastad, to approve the requested remodeling of the Chef Training Department at MAVTI.

Ben Trochlil and Bob Lacher will investigate liability factors and workers compensation that could be involved.

COOPERATIVE MARKETING PLAN - Curt Borgen moved, seconded by Jeanne Seigel, to approve the cooperative marketing plan for the East Grand Forks, Thief River Falls, and Moorhead AVTI's as presented. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
June 10, 1986
Page Two

SCHOOL PATROL PROGRAM - Jim Nigg reviewed the 1985-86 year's involvement and activities of school patrol members and updated the Board on their trip to Minneapolis on May 13 for a Twins game.

Charles Leitheiser, Trenton Leitheiser, and Peter Benson were present to add comments and answer questions from the Board.

POLICIES - Discussion was held on changing the name of the Students and Employees With AIDS and Certain Other Communicable Diseases Policy to Students and Employees With Communicable Diseases. Dr. John Thomas and Lazette Chang-Yit were present to offer clarification in the change.

Anton Hastad moved, seconded by Jeanne Seigel, to approve the policy with the change in title to Students and Employees With Certain Communicable Diseases. Motion carried.

Discussion was held on the Patriotic Exercises Policy. Doug Fagerlie moved, seconded by Jeanne Seigel, to approve the revised Patriotic Exercises Policy, excluding and MAVTI. Motion carried by roll call vote: Seigel - yes, Guida - yes, Borgen - yes, Hulett - yes, Fagerlie - yes, Hastad - no.

Anton Hastad moved, seconded by Jeanne Seigel, to approve the Transportation and Travel Policy. Discussion was held on changing the name and language on air travel.

Dean Guida moved, seconded by Curt Borgen, to table the motion and bring the Transportation & Travel Policy back at the June 24 meeting. Motion carried.

LANGUAGE ARTS CURRICULUM - Eldora Pederson updated the Board regarding the curriculum as written for this program.

Jeanne Seigel moved, seconded by Anton Hastad, to adopt the Communications/Language Arts Plan For Implementation of Instruction. Motion carried.

POST-PROM REVIEW - Rose Andersen and Diane Wray Williams presented a report on the Post-Prom and noted a list of gifts received.

Jeanne Seigel moved, seconded by Anton Hastad, to accept the Post-Prom gifts as presented and directed letters of thanks be sent. Motion carried.

TRANSPORTATION STUDY - The update on the transportation study will be presented at the June 24 meeting.

SENIOR HIGH HANDBOOK - Don Dulski reviewed the draft of the Senior High Handbook with the Board.

Regular Meeting
Board of Education
Independent School District #152
June 10, 1986
Page Three

ATTENDANCE POLICY - Ben Trochlil reviewed a proposed Attendance Policy Plan of Study for the district. A Task Force will be formed in the fall to prepare a policy for the school year 1987-88.

SUMMER SCHOOL PROGRAM UPDATE - Howard Murray provided information regarding the summer school program for this year.

PERSONNEL - Doug Fagerlie moved, seconded by Dean Guida, to approve the following personnel changes:

New Employees

Jane Taylor - 6th grade teacher, North Campus, for the 1986-87 school year, BA(0) \$18,439
Karen Smith - 6th grade teacher, North Campus, for the 1986-87 school year, BA+15(5) \$20,283
Holly Peterson - Math teacher, Senior High, for the 1986-87 school year, BA(0) \$18,439
Marlene Kensrud - Learning Disabled teacher, Edison Elementary, for the 1986-87 school year, MA(6), \$24,278
Karen Byram - Secretary, Adult Community Education, .5 time, \$6.07 per hour, effective June 11, 1986
Shirley Lontz - Bookkeeper, Adult Community Education, .5 time, \$6.07 per hour, effective June 11, 1986

Recalled

Leslie Walkin - French teacher, Senior High, .286 time, BA(.5) \$5,273.55 (\$18,439 base)

Resignation

Donald Braniff, Principal, South Campus, effective December 31, 1986
Mavis Oster, Bookkeeper, Adult Community Education, .5 time, effective June 11, 1986

Change in Contract

Vicki Mattfeld - Occupational Therapist-Registered, from full-time to half-time for the 1986-87 school year
Pat Swedberg - Title I teacher, Edison Elementary, from .402 to .533 time, effective 1986-87 school year

Change in Position

Sandra Kortan - SLD teacher, Edison Elementary, to 2nd grade teacher, Washington Elementary
Cheryl Olson - Title I teacher, Washington Elementary, to 3rd grade teacher

Return from Leave

Beth Henning - Kindergarten teacher, Probstfield Elementary, .5 time, BA(6) \$9,988 (\$19,976 base)

Motion carried.

Regular Meeting
Board of Education
Independent School District #152
June 10, 1986
Page Four

PERSONNEL - EXTENDED CONTRACTS - Curt Borgen moved, seconded by Anton Hastad, to approve the following extended contracts:

Andersen, Rose	210 days to 238 days (include nine holidays)	\$4,807	2/3 Adult Ed. 1/3 Community Ed.
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Wergeland, Howard	220 days to 230 days (1985-86 only)	\$1,928	6th Grade Opening
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Motion carried.

PERSONNEL - INDIVIDUAL CONTRACT ADJUSTMENT - Curt Borgen moved, seconded by Dean Guida, to approve the following contract adjustment.

Bonemeyer, Mary	\$ 568	1985 (March-June)
(retroactive to March 1, 1985)	\$1,793	1985-86 (Adjustment)

Motion carried.

PERSONNEL - SUPERVISORS SALARY ADJUSTMENTS - Doug Fagerlie moved, seconded by Anton Hastad, to approve the following salary adjustments:

Anderson, Rose	\$817.00	Legg, Ruth	\$440.00
Bonemeyer, Mary	556.00	Molick Paul	194.00
Halmrast, Lynn	511.00	Seljevold, Phil	196.00
Kaste, Orv	463.00	Swedberg, Al	913.00
Lee, Laurie	494.00	Togstad, Keith	428.00
Laske, Fran	820.00		

Motion carried.

ACCEPTANCE OF GIFT - Curt Borgen moved, seconded by Dean Guida, to accept the following gifts:

*Two nerf beeper balls from the Northwestern Bell Pioneers to be placed in the multi-handicapped room at Edison Elementary

*\$100.00 from the Midday Lions Club of Moorhead to offset costs for students in Special Learning or Emotional Behavior Disorder programs attending Camp Buckskin in the summer of 1986

Motion carried.

AGREEMENT WITH CAMP BUCKSKIN - Anton Hastad moved, seconded by Jeanne Seigel, to approve the agreement with Camp Buckskin and District #152 which authorized five (5) students to attend Camp Buckskin from June 16, 1986, through July 17, 1986, at a cost of \$1,150. Motion carried.

CONSIDER CHECK WRITE OFF - Curt Borgen moved, seconded by Anton Hastad, to approve writing off checks totalling \$95.92 which we have been unable to collect (dated from 6-4-85 to 1-31-86). Motion carried.

Regular Meeting
Board of Education
Independent School District #152
June 10, 1986
Page Five

CONSIDER WEST CENTRAL ECSU ELECTION - Board received ballots for the West Central ECSU election.

GOALS FOR 1985-86 - The Board received the updated progress report on achieving the 1985-86 district goals for their review.

Mike Hulett requested that Board members complete the superintendent's appraisal for this school year and return no later than the June 24 meeting.

JULY ORGANIZATIONAL MEETING - Information was given to the Board to assist in anticipating the types of decisions to be made at the organizational meeting in July.

Curt Borgen moved, seconded by Doug Fagerlie, to set the date of the organizational meeting for Tuesday, July 1 at 6:30 a.m.

UPDATE ON CONSTRUCTION PROJECT - Ben Trochlil updated the Board on the progress of the site development construction projects. There will be a contractors meeting every Monday at 1:30 in the Foss Associates offices.

ROOF INSPECTION - Bob Lacher updated the Board on roof inspections at Townsite, South Campus, and Probstfield and Washington Elementary Schools by Kelly Energy Systems.

Jeanne Seigel, Clerk

The Forum

FARGO-MOORHEAD

JUN 18 1986

Appendix D-1

Page 1 of 2

FORUM PUBLISHING CO., BOX 2020
FARGO, N. DAK. 58107 PHONE (701) 235-7311

A Pulitzer Prize Winning Newspaper

CHARLES T. BOHNET
GENERAL MANAGER

May 7, 1986

Dr. Bennett Trochlil
Superintendent of Schools
Independent School Districts No. 152
810 - 4th Avenue So.
Moorhead, MN 56560

Dear Dr. Trochlil:

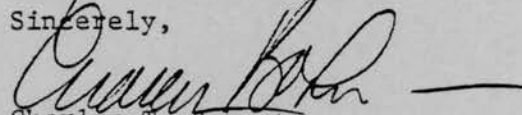
The Forum wishes to submit our bid on all legal and official notices for the Moorhead School District for the forthcoming year.

As you know, the legal rate is established by the Legislature and we will bill according to the official rate.

The Forum has filed the required "Affidavit of Legal Newspaper" with the Minnesota Secretary of State. I have enclosed our Statement of Minnesota Circulation.

Thank you for your consideration. The forum is most anxious to provide excellent service in the publication of all legals.

Sincerely,



Charles T. Bohnet
General Manager

CTB:jmb

Enclosure

The Forum

Appendix D-1
Page 2 of 2

FARGO-MOORHEAD

A Pulitzer Prize Winning Newspaper

FORUM PUBLISHING CO., BOX 2020
FARGO, N. DAK. 58107 PHONE (701) 235-7311

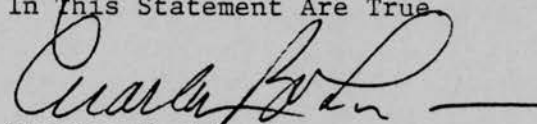
PUBLISHER'S STATEMENT OF MINNESOTA CIRCULATION

12 Months Ending March 31, 1986

Subject to Audit by Audit Bureau of Circulation

<u>COUNTY</u>	<u>OCCUPIED HOUSING UNITS</u> <u>1983 CENSUS</u>	<u>DAILY</u> <u>CIRCULATION</u>
Becker County	10,800	2,054
Clay County	16,900	
Baker		57
Barnesville		643
Comstock		32
Felton		132
Georgetown		96
Glyndon		395
Hawley		756
Hitterdal		119
Moorhead & Dilworth		7,639
Sabin		201
Ulen		237
Mahnomen County	1,700	579
Norman County	3,300	1,627
Ottertail County	19,300	1,354
Polk County	12,500	555
Wilkin County	2,800	629
Total Misc. Counties		<u>1,235</u>
TOTAL IN MINNESOTA		18,340

I Hereby Certify All Statements Set Forth
In This Statement Are True



Charles T. Bonnet
General Manager

MEMO # S-87-1

TO: School Board
School District Administration
Supervisors
Bargaining Units' Presidents

FROM: B. Trochlil

RE: Board Committee Appointments for 1986-87

DATE: July 1, 1986

<u>Committee Title</u>	<u>Representatives</u>	<u>Meeting Dates/Times</u>	<u>Location of Meetings</u>
Adopt-A-School		Discretion of Board Member	Building
Athletic Council		2nd Tues-Each Month 7:00 a.m.	Townsite
Attendance		Open	
CAPP (Comprehensive Arts Planning Program)		Open	
Calendar		Open (Jan-Feb-Mar)	Townsite
Chemical Use (TAHC-Teenage Health Consultants)		Open	
City Planning		Open	City Hall
Clay County Vocational Center (CCVC)		Aug. 6 - 7:30 p.m. Sep. 3 - 7:30 p.m. Oct. 1 - 7:30 p.m. Nov. 5 -10:30 a.m. Dec. 3 -10:30 a.m. Jan. 7 -10:30 a.m. Feb. 4 -10:30 a.m. Mar. 4 -10:30 a.m. Apr. 1 -10:30 a.m. May 6 - 7:30 p.m. Jun 24 - 3:00 p.m.	CCVC

<u>Committee Title</u>	<u>Representatives</u>	<u>Meeting Dates/Times</u>	<u>Location of Meetings</u>
Community Education Advisory Council		Sep. 15- 7:30 p.m. Oct. 27 -7:30 p.m. Nov. 24 -7:30 p.m. Feb. 23 -7:30 p.m. Mar. 23 -7:30 p.m. Apr. 27 -7:30 p.m.	MAVTI
Community Health		Open	
ComNet (MSBA Legislation)		Open	
Continuing Education		3rd Wed. each month 7:30 a.m.	Townsite
Futures Planning		Open	Townsite
Joint Powers		1st Thurs each month 7:00 a.m.	
MAAVTI Association		October	
Metro ECSU		Open	
Negotiations		Open	Townsite
PER (Planning, Evaluating and Reporting)		3rd Thurs - each month 7:00 - 8:30 a.m.	Townsite
Police Liaison Advisory		Open	
Policy Review		Sep 22 - 7:00-9:00 p.m. Nov 17 - 7:00-9:00 p.m. Jan 19 - 7:00-9:00 p.m. Mar 16 - 7:00-9:00 p.m.	Townsite

<u>Committee Title</u>	<u>Representatives</u>	<u>Meeting Dates/Times</u>	<u>Location of Meetings</u>
S.T.E.P. Advisory Board (Supplemental Teaching & Enrichment Program)		3rd Mon. - each month 3:45 p.m.	
Sabbatical Leave		Open	Townsite
Technology		Open	
Title I PAC (Parent Advisory Committee)		Open	
Title IX Advisory (Equal Opportunity)		2nd Thurs each month 7:00 - 8:15 a.m.	Townsite
VRC (Vocational Relicensure Committee)		1st Tues. each month 9:00 a.m. Aug. 3:15 p.m. other	

RESOLUTION FOR MEMBERSHIP
IN THE
MINNESOTA STATE HIGH SCHOOL LEAGUE

DIRECTIONS:

Please fill in EACH BLANK on this form for the 19__ - 19__ school year and return 2 copies to:

Commissioner of Education
 Minnesota State Department of Education
 712 Capitol Square Building
 550 Cedar St.
 St. Paul, MN 55101

NOTE: The third copy is to be retained in the school file. The deadline application date for membership is specified on the cover letter.

RESOLVED, that this governing board of School District # _____ and name _____, County of _____, State of Minnesota, delegates the control, supervision and regulation of interscholastic athletic and other extracurricular activities (referred to in Minnesota Statutes, Section 123.38) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes, Section 129.121.

FURTHER RESOLVED, that the high school(s) - (name all schools in the district) _____

_____ is (are) authorized by this, the governing board of said school district or school to:

1. (Check either A or B)

- ☐ A. Make new application for membership in the Minnesota State High School League, and
☒ B. Renew its membership in the Minnesota State High School League, and

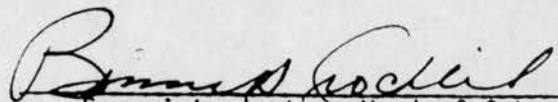
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions, and

FURTHER RESOLVED, that this governing board hereby adopts the Constitution, By-Laws, rules and regulations of the said League and all amendments thereto as the same are published in the latest edition of the League's Official Handbook, on file at the office of the school district, as the minimum standards governing participation in said League sponsored activities, and that the administration and responsibility for supervision of such activities are assigned to the official representative.

The above resolution was adopted by the governing board of this School District and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

SIGNATURES:

 Clerk or Secretary of Local Governing Board



 Superintendent or Head of School

Date: _____

Date: _____

YOUR ORGANIZATION MSBA

Founded in 1920, the Minnesota School Boards Association is the eighth oldest school board organization in the United States. MSBA is incorporated under the laws of the State of Minnesota and is a nonprofit educational corporation.

MSBA is recognized as one of the finest school management organizations in the country. The organization has not only increased in membership and staff, but also in continued services to local school districts. 100 percent of Minnesota's eligible school boards are members of the Association.

The purposes of the Association are:

First: To develop, strengthen and correlate the work of the school boards of the public schools of the State of Minnesota in their efforts to promote the educational interests of the State of Minnesota.

Second: To deal with questions in whatever manner may be deemed best by the Board of Directors under the conditions as they develop or exist at the time of such action and within the provisions of the articles of incorporation.

SERVICES

In-Service Training. MSBA offers some 100 regional and statewide meetings yearly. These training programs, designed for both new and veteran board members, cover a wide range of topics to assist local school boards and school management in the ever-changing demands placed on public education. From such topics as negotiations and communications to school district policies, MSBA offers the most comprehensive training program in the state for local school officials.

Publications. The Association provides regular publications and special guidebooks to its members as part of the membership dues. All school board members, superintendents, associate members, members of the legislature, the news media and other state agencies automatically receive the regular publications.

Legislation. MSBA representatives maintain daily contacts with legislators on school problems and testify at all hearings on school legislation. Legislative reports are issued weekly during each session and new legislation is reported and explained at regional meetings. In addition, the Association seeks sponsorship of numerous legislative proposals that will benefit public education and local school districts.

Research and Information. Research is available on subjects of concern to local school boards. These reports provide in-depth authoritative information on a variety of topics. Information is available on salaries and related information for district personnel, school finance, insurance coverages, district election laws, tenure, board-staff relations and many others.

Consultation. All MSBA staff members are available to assist local school districts in employee relations, collective bargaining, school law, insurance programs, public relations, publications, policies and other specific problems. We are as close as the telephone.

PUBLICATIONS

Handbook. Issued to all school board members in a convenient service manual, the Handbook is "must" reading for all school officials. The Handbook contains duties, powers and responsibilities of school board members and school boards including the major laws relating to Minnesota's public school districts.

Journal. The Journal, published ten times a year, is the official publication of MSBA. It contains editorial comment, feature stories about school districts, articles of current interest relating to education and a summary of all meetings of the MSBA Board of Directors.

Boardcaster. This bi-weekly newsletter contains information about state and national meetings, school board members and administrators, Attorney General opinions, school bond and levy elections, and many other educational developments on both the state and national levels.

House and Senate Loggers. The House and Senate Loggers are issued weekly while the Minnesota Legislature is in session. Printed in an easy-to-read format, the Loggers provide a brief description of all bills introduced relating to education and the operation of school districts. The Loggers promote contact and faster communications between school districts and their representatives at the Capitol.

Salary Books. These comprehensive books are compiled at the close of each contract negotiations period. The surveys contain facts and figures on district salary schedules, work day and year, fringe benefits, enrollment figures, taxes, board meetings and board member compensation — a complete, factual look at school districts throughout Minnesota. Separate books are published for licensed, non-licensed and administrative staffs.

Other publications are:

Research Bulletins. Periodically released throughout the year as the need arises.

Legislative Update. Issued regularly during the sessions of the Minnesota Legislature to the Legislative representative appointed by each member district.

Salary Settlement Reports. Regular reports issued throughout the contract negotiations period listing salary settlements and related information.

MAINTAINING LIAISON

National

MSBA is a founding member of the National School Boards Association and maintains a leadership position in the national association. Through MSBA, members have a voice in determining the policies and action of the NSBA. Minnesota's board members are also directly involved with legislation at the national level through NSBA's Federal Relations Network. This Network is comprised of one school board member from each Congressional District in the country. Each January a Federal Relations Conference is held in Washington, D.C., which allows time for Minnesota's members to meet and discuss with Minnesota's Congressional Delegation local school district problems. The MSBA also participates in a Central Regional Organization of NSBA.

State-Wide

In Minnesota your Association maintains a close working relationship with state agencies and other organizations interested in providing the youth of Minnesota with the best possible education. Among these are: State Department of Education and State Board of Education, Minnesota Association of School Administrators, Minnesota Elementary and Secondary Principals Association, Minnesota Education Association, Minnesota Federation of Teachers, Minnesota State High School League, Minnesota Congress of Parents, Teachers and Students and the Minnesota Chapter-National School Public Relations Association.

Council of School Attorneys

The MSBA Council of School Attorneys was formed to assist local school board attorneys in their day-to-day practice of dealing with educational law. The Council is designed to increase the effectiveness and proficiency of school attorneys through legal seminars, analysis of court decisions and a regular reporting system.

MSBA INSURANCE TRUST

The MSBA Insurance Trust was founded in 1972. This non-profit trust was formed to be the vehicle under which MSBA insurance programs are offered to Minnesota public schools. It is governed by a board of seven Trustees. All programs are voluntary as far as local school district participation. The programs of insurance offered by the Trust have been very successful in providing cost saving and stability of premiums to the participating school districts.

The following programs are offered under the Trust umbrella:

1. Property-Casualty
2. Fidelity
3. Workers' Compensation
4. Errors and Omissions
5. Long-Term Disability
6. Life Insurance
7. Health Protection Plan

For further information regarding any of the above programs contact the MSBA office.

Minnesota School Boards Association

Box 119—St. Peter, MN 56082

Telephones

507-931-2450

612-333-8577



Serving the entire education
community in Minnesota.

MINNESOTA SCHOOL BOARDS ASSOCIATION
Box 119, St. Peter, Minnesota 56082



TUITION FEES FOR 1986-87

General Fund - Budgeted Expenditures	\$15,479,560
Less Federal Programs	(508,000)
Less Tuition and Fees	(115,000)
	<u>\$14,856,560</u>

Debt Redemption Expenditures	868,000
Capital Outlay - Budget Expenditures	<u>689,266</u>
	<u>\$16,413,826</u>

$16,413,826 \div 5320$ pupil units = \$3085 per pupil unit

Kindergarten Tuition	.5 x 3085 = \$1542
Elementary Tuition	1.0 x 3085 = 3085
Secondary Tuition	1.4 x 3805 = 4319

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, June 10 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 May 13, 20 and 27, 1968.

IV. CONSIDERATION OF CLAIMS Appendix B

Recommendation: Move to approve the claims.

V. COMMUNICATIONS

VI. OPPORTUNITY FOR CITIZENS TO SPEAK

VII. "WE ARE PROUD"

VIII. UNFINISHED BUSINESS

1. Consider Remodeling of MAVTI Chef Department Appendix C

2. Consider MAVTI Marketing Plan Appendix D

3. Consider Policies Appendix E

IX. NEW BUSINESS

1. Review School Patrol Program Appendix F

2. Review Language Arts Curriculum Appendix G

3. Consider Post-Prom Gifts Appendix H

4. Review Transportation Study Appendix I

- | | |
|--|-------------------|
| 5. Consider Senior High School Handbook | Appendix <u>J</u> |
| 6. Review Summer School Program | Appendix <u>K</u> |
| 7. Consider Personnel | Appendix <u>L</u> |
| 8. Consider Acceptance of Gift - NW Bell | Appendix <u>M</u> |
| 9. Consider Donation - Midway Lions | Appendix <u>N</u> |
| 10. Consider Agreement With Camp Buckskin | Appendix <u>O</u> |
| 11. Consider Check Write Off | Appendix <u>P</u> |
| 12. Consider West Central ECSU Election | Appendix <u>Q</u> |
| 13. Review 1985-86 Goals | Appendix <u>R</u> |
| 14. Consider Date for Organizational Meeting | Appendix <u>S</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, June 24

UNFINISHED BUSINESS

1. Remodeling of Chef Training (Bergos) Appendix C

Explanation: The plan for the remodeling of the Chef Department has been finalized. Instructors and administrators have been involved in the planning.

The Director of the AVTI will be present to explain the remodeling plans and to show the Board a sketch of what it will look like.

The administration of the AVTI will work with the fire marshall and building codes people from the City to make sure all requirements are met. In addition, the administration would like to work with an architectural firm on an hourly arrangement rather than a percentage arrangement. The architectural services will be required primarily for the ventilating and electrical aspects of the remodeling.

The State Board of Vocational Education will have considered this item at their June 9 Board meeting and the AVTI Director will be aware of the State Board's decision.

Recommendation:

If approved by the State Board, move to approve the requested remodeling of the Chef Training Department at MAVTI.

2. Cooperative Marketing Plan (Bergos) Appendix D

Explanation: With the declining post-secondary enrollments all over the State and the trend toward an older population in the AVTI's, the State Board has recognized the need for increased marketing efforts. Many of the AVTI's have gone together and formed consortiums for marketing purposes.

The administration of the AVTI has explored the possibility of combining with Thief River Falls and East Grand Forks as "border communities" with common marketing problems. At this time, the three AVTI administrators feel that a cooperative marketing effort will work to the benefit of all three schools.

The State Board of Vocational Education is encouraging a cooperative effort among the three border schools. The State Board is willing to contribute \$10,000 toward a marketing effort but is requesting that each of the AVTI's match this amount. The \$40,000 would be used to hire a full-time marketing person and pay the costs of brochures, travel, etc. that would be associated with this position. Through a realignment of costs, the Moorhead AVTI administration feels that we can match the \$10,000 without jeopardizing the quality of other programs.

Recommendation: Move to approve the cooperative marketing plan for the East Grand Forks, Thief River Falls, and Moorhead AVTI's as presented.

3. Policies

(Trochlil)

Appendix E

Explanation: Three policies were reviewed: (Appendices E-1,2,3)

- *Patriotic Exercises - Code: INDA
- *Students and Employees With AIDS and Certain Other Communicable Diseases - Code: JHCC
- *Transportation & Travel - Code: DLC

Recommendation: Move to approve the policies as presented.

NEW BUSINESS

1. School Patrol Program (Jernberg) Appendix F

Explanation: Members and advisors of the School Patrol will review the 1985-86 year's involvement and activities of school patrol members.

Recommendation: For information only.

2. Language Arts Curriculum (Jernberg) Appendix G

Explanation: Members of the Language Arts staff will update the Board regarding the curriculum as written for this program (Appendix G-1).

Recommendation: For information only.

3. Post-Prom Review (Jernberg) Appendix H

Explanation: Rose Andersen and Diane Wray Williams will report on the Post-Prom and present a list a gifts received for this activity (Appendix H-1).

Recommendation: Move to thank the Community Education staff and Post-Prom volunteers.

Move to accept the Post-Prom gifts as presented in Appendix H-1 and direct a letter of thanks be sent to those who provided gifts.

4. Transportation Study (Lacher) Appendix I

Explanation: Bob Larson, consultant, will give an update as to the progress of the transportation study.

Recommendation: For information only.

5. Senior High Handbook

(Dulski)

Appendix J

Explanation: The Senior High Handbook will be ready for review by the Board.

6. Summer School Program Update (Jernberg)

Appendix K

Explanation: Howard Murray will provide information regarding summer school.

Recommendation: For your information.

7. Personnel

(Jernberg)

Appendix L

New Teachers

Jane Taylor - 6th grade teacher, North Campus, for the 1986-87 school year, BA(0) \$18,439

Karen Smith - 6th grade teacher, North Campus, for the 1986-87 school year, BA+15 (5) \$20,283

Recalled

Leslie Walkin - French teacher, Senior High, .286 time, BA(.5) \$5,273.55 (\$18,439 base)

Change in Position

Sandra Kortan - SLD teacher, Edison Elementary, to 2nd grade teacher, Washington Elementary

Cheryl Olson - Title I teacher, Washington Elementary, to 3rd grade teacher

Change in Contract

Pat Swedberg - Title I teacher, Edison Elementary, from .402 to .533 time, effective 1986-87 school year

Return from Leave

Beth Henning - Kindergarten teacher, Probstfield Elementary, .5 time, BA(6) \$9,988 (\$19,976 base)

Resignation

Donald Braniff, Principal, South Campus, effective December 31, 1986

Summer School Contracts - A listing of summer school staff to be employed will be presented at the meeting.

(Additional recommendations will be prepared for the meeting)

8. Acceptance of Gift (Swedberg) Appendix M

Explanation: A gift of two nerf beeper balls were received from the Northwestern Bell Pioneers and placed in the multi-handicapped room at Edison Elementary.

Recommendation: Move to accept the gift and direct a letter of thanks be sent.

9. Donation - Midway Lions (Swedberg) Appendix N

Explanation: A gift of \$100 from the Midday Lions Club of Moorhead has been received to offset costs for students in Special Learning or Emotional Behavior Disorder programs attending Camp Buckskin in the summer of 1986.

Recommendation: Move to accept the donation and direct a letter of thanks be sent.

10. Agreement with Camp Buckskin (Swedberg) Appendix O

Explanation: Appendix O-1 contains an agreement with Camp Buckskin and the Moorhead Schools which authorizes five (5) students to attend Camp Buckskin from June 16, 1986, through July 17, 1986, at a cost of \$1,150. With contributions the Board of Education has accepted during the last two months, there will be no cost to the parents or District #152 General Fund, after all transportation, foundations and Special Education aids are received.

Students participating are: Danny Huber, Bill Bodin, Douglas Reppen, Scott Gravalin and Larry Sullivan

Recommendation: Move to approve the agreement between Camp Buckskin and District #152 as presented.

11. Consider Check Write Off (Lacher) Appendix P

Explanation: Board approval is requested to write off ten checks totalling \$95.92 which we have been unable to collect (dated from 6-4-85 to 1-31-86). Nine checks that are for amounts more than \$1.00 have been sent to Red River Collection, Inc. Details are available in the business office.

Recommendation: Move to approve writing off checks as indicated.

12. Consider West Central
ECSU Election

(Trochlil)

Appendix Q

Explanation: Ballots are available for the ECSU Board of Director's position. Each Board member shall give their ballot to Ruth Geraghty.

13. Goals for 1985-86

(Trochlil)

Appendix R

Explanation: Appendix R-1 is the updated progress report on achieving the 1985-86 district goals.

Discussion will take place as to the superintendent's appraisal for this school year.

Recommendation: For information

14. July Organizational Meeting (Trochlil)

Appendix S

Explanation: For Board members to anticipate the types of decisions that need to be made at the organizational meeting in July, Appendices S-1 & 2 are added to the agenda.

Recommendation:

1. Move to set the date of the organizational meeting for Tuesday, July 1 at 7:00 a.m. (or) 5:00 p.m. (or) 7:30 p.m.
 2. For your information
-

'WE ARE PROUD'

1. Rachel Hiebert, German teacher, is the recipient of the Percy Fearing Award, given by the Minnesota Council on the Teaching of Foreign Languages (MCTFL) for her innovative approach in curriculum development. The project submitted was a Nine-Week German Program for the Sixth Grade.
2. David Todryk, Washington E/BD teacher, was a presenter at the E/BD Connection Conference at the University of Minnesota. The topic was titled, "Eliminating Aggressive Behaviors in 7-8 Year Old Boys".
3. Howard Wergeland, Assistant Principal, Middle School North Campus, was invited by Dr. Ruth Randall, Commissioner of Education, to attend the Carnegie Forum on Education and the Economy in San Diego, California, on May 15, 16, and 17. The Report of the Task Force on Teaching as A Profession was presented by the 16 member Task Force. Dr. Ruth Randall is a member of the Task Force which was sponsored by the Carnegie Corporation.

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Wake Up, Moorhead (Parks & Recreation)	June 10	7:30 a.m.	Ramada Inn
MN Food Service Assn. State Conf.	June 16,17,18,19	Days/Evenings	
CCVC	June 25	3:00 p.m.	Center

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: INDA DATE:
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PATRIOTIC EXERCISES

We believe that one's love of country is promoted by the ceremonies and observances held in the public schools and that the flag of the United States is a symbol of our great American heritage and democratic ideals.

In all buildings classrooms K-12 and MAVTI, the Pledge of Allegiance to the flag of the United States of America will be recited at least once a week, except when the administrator will arrange for other appropriate exercises which will include the Pledge of Allegiance.

Any student or staff member who, for reasons of conscience, does not wish to salute the flag or say the pledge, will ~~may~~ be excused from the exercises.

The Board of Education wishes to set an example for the district's staff and students. Therefore, the Pledge of Allegiance shall be recited at the beginning of each meeting of the Board of Education.

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: JHCC DATE ADOPTED:
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STUDENTS AND EMPLOYEES WITH AIDS AND
CERTAIN OTHER COMMUNICABLE DISEASES

RATIONALE:

Public concern that children of the school district be able to attend the schools of the district without being infected with serious communicable diseases, such as Acquired Immuno Deficiency Syndrome (AIDS), Cytomegalovirus (CMV), Herpes Simplex Virus (HSV), and HSV related diseases such as Chickenpox, Shingles, and Infectious Mononucleosis requires that the School Board adopt procedures effectively responding to these health concerns while respecting the rights of all students and employees, including those who are so infected.

SCHOOL DISTRICT POLICY:

I. Students.

It is the policy of the School Board that students with communicable diseases not be excluded from attending school in their regular classrooms so long as their attendance does not create a substantial risk of the transmission of illness to children or employees of the school district. A procedure for minimizing interruptions to learning resulting from communicable diseases will be established by the school district in consultation with community health and private health care providers. Procedures for the inclusion or exclusion of students with communicable diseases from school will consider the educational implications for the student and others with whom he or she comes into contact, recommendations from the county public health agency, the Minnesota Department of Education and the United States Public Health Services Centers for Disease Control.

II. Employees.

It is the policy of the School Board that employees with communicable diseases not be excluded from attending to their customary employment so long as they are physically able to perform tasks assigned to them and so long as their employment does not create a substantial risk of the transmission of illness to children or employees of the school district.

III. Special Circumstances and Conditions.

The School Board recognizes that some children, because of age or handicapping conditions, and some employees, because of special conditions, may pose greater risks for the transmission of communicable diseases than other persons infected with the same illness. Examples include children who display biting behavior and students and employees who are unable to control their bodily fluids or have uncovered oozing wounds. These conditions need to be taken into account and considered in assessing the risk of transmission of the disease and the resulting effect upon the educational program of the student or employment of the employee.

PROCEDURES:

The following procedure is based upon proposed guidelines of the Minnesota Department of Education and recommendations of the Center for Disease Control of the United State Department of Health and Human Services.

I. In all cases in which the Superintendent or Superintendent's designee becomes aware that a student or employee of the school district has contracted one of the diseases listed above, the Superintendent will take the following steps:

- a. The parent(s) or guardian of the child, or in the case of an employee, the employee or his/her family, will be contacted in order to discuss the situation and determine whatever facts are available.
- b. Upon receiving written consent from the parent(s) or guardian of a student or in the case of an employee, the employee or his/her family, the Superintendent will confer with the treating physician, if any, in order to determine any significant medical facts concerning the diagnosis of the disease or factors affecting the possible transmission of the disease.
- c. Advise local, county and state public health authorities of the situation.
- d. Notify the school nurse, nurse's aide, or other health care professional retained by the school district of the situation if such notification has not previously been made.
- e. Where the age of a student, or other condition, such as biting behavior, or in the case of either an employee or a student, the lack of control of bodily fluids, or the existence of uncovered oozing wounds or other medically identifiable factors increases the risk of transmission, the Minnesota Commissioner of Health is to be contacted and requested to convene an Advisory Committee to review the case and to provide recommendations regarding educational placement for a student or continued attendance at work for an employee. Such Advisory Committee is to include, wherever possible, the following members:

The State Epidemiologist.
Minnesota Department of Education Representative.
Pediatrician or physician with expertise in infectious diseases.
Physician with expertise in care of patients with the above-listed diseases.
Student or employee's personal physician.
Superintendent of Schools or designee.
Primary teacher in the case of a student.
School Nurse.

II. Hygiene Practices in Schools.

Good hygiene practices as recommended by local, county and state health authorities are to be followed at all times when handling blood or other bodily fluids of any child or employee.

Teachers and other employees who may be expected to have contact with a student or employee under circumstances giving rise to a risk of transmission of a serious illness will be informed about the condition of the child or fellow employee, instructed regarding the possible modes of transmission of the disease and provided any special supplies, such as disposable gloves, which medical advisors deem to be appropriate.

III. Data Privacy ~~Primary~~ Concerns.

Public concern regarding communicable diseases is neither an excuse nor defense for the violation of data privacy rights of students or employees who have or are rumored to have such illnesses.

- A. Health data regarding students is private data, Minn. Stat. §13.32, Subd. 2, and is not to be disseminated to the public or to staff without the strict observance of data privacy rights. Knowledge that a student has a communicable disease will be limited to those persons determined by the Superintendent to have a direct need to know.
- B. Health data regarding employees is private data, Minn. Stat. §13.43, Subd. 2, and may not be released to the public nor to fellow employees without strict observance of data privacy rights of public employees, Minn. Stat. §13.43. Knowledge that an employee has a communicable disease will be limited to those persons determined by the Superintendent to have a direct need to know.
- C. The School District recognizes that the improper and unauthorized release of health information regarding a student or employee suffering from an infectious disease has the potential of doing irreparable harm.

IV. Staff and Student Education.

The School Board recognizes that the education of its residents, staff, and students regarding the risks involved in the spread of infectious diseases in the school setting will help to minimize the risk of transmission to other students and employees while protecting the rights of infected students and employees.

- A. All school district employees will receive instruction regarding this policy, appropriate hygienic practices for use in all school settings, precautions to be employed where contagious diseases may be encountered and community resources for referral and information.
- B. Students in Early Childhood Program through grade twelve (12) will receive appropriate instruction in health, including specific information about communicable diseases, including prevention, and access to community resources.
- C. Students in primary and intermediate grades will receive appropriate instruction in health, including age-appropriate information about communicable diseases.

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: DLC DATE:
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TRANSPORTATION & TRAVEL

Professional Meetings and Conferences

1. Staff and school board members are encouraged to attend professional development meetings, workshops, seminars, conferences and conventions. Expenses will be reimbursed according to district policy, budget allocations, and/or negotiated agreements.

Mileage and Other Expenses

1. Travel will be arranged by the most cost effective method. 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 IRS approved rate. For 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 \$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 \$22.00 per day, including tips, unless special conference arrangements necessitate an increased cost in which case a statement to that effect shall be submitted.

Reimbursement limitations for meals will be:

--Breakfast \$ 5.00 (when leaving Moorhead before 7:00 a.m.)
--Lunch \$ 7.00 (when leaving Moorhead before 12:00 noon)
--Dinner \$10.00 (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 for that day)

DLC (continued)

4. Registration fees and incidental costs will be reimbursed on the basis of actual cost and shall ~~should~~ be receipted. ~~whenever possible.~~ Laundry and personal telephone calls are not reimbursable expenses.

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.

Draft 8-12-85
1st Revision: 12-2-85
2nd Revision: 2-7-86

DISTRICT 152, MOORHEAD, MINNESOTA
COMMUNICATIONS/LANGUAGE ARTS PHILOSOPHY

We believe the following:

1. The communications/language arts skills of reading, writing, speaking, and listening are essential for effective learning, thinking, problem solving, and communicating.
2. Each student, consistent with ability and needs, should be able to do the following:
 - a. solve problems by thinking logically, analytically, creatively, and critically;
 - b. express knowledge, ideas, and feelings in oral and written form appropriate to the purpose and the audience;
 - c. understand the content and tone of a person's message by listening to them and by reading what they have written.
3. Instruction in communications/language arts must provide for individual differences in the students' learning styles, developmental maturity, and intellectual functioning.
4. The success of the communications/language arts program depends upon the following:
 - a. curriculum and methodology that reflects the District's philosophy and goals for communications/language arts;
 - b. a positive climate conducive to effective teaching and learning;
 - c. effective ongoing administration and evaluation of the communications/language arts program and student progress;
 - d. ongoing staff development in teaching communications/language arts offered by the District;
 - e. the support and participation of the District's administration, School Board, teachers, and community.
5. The implementation of the communications/language arts program will be consistent with THE PHILOSOPHY OF EDUCATION IN INDEPENDENT SCHOOL DISTRICT NO. 152. (See Appendix A.)

COMMUNICATIONS/LANGUAGE ARTS GOALS
FOR EACH STUDENT ARE THE FOLLOWING:

- I. Reading/Literacy
To develop and value competencies in word recognition, word relationships, and idea relationships.
- II. Reading/Literature
To enjoy, respond to, and interpret various kinds of literature.
- III. Writing
To use writing as a tool for communication, learning, and personal growth.
- IV. Speaking
To apply oral communication skills in a variety of settings for several purposes.
- V. Listening
To apply active listening skills in a variety of settings for several purposes.
- VI. Language Study
To understand that language is an arbitrary system for conveying human emotions and thought.
- VII. Study Skills
To develop and value competencies in study skills.
- VIII. Resource Use
To be able to locate and process information.
- IX. Media/Technology
To interpret media and utilize technology.

COMMUNICATIONS/LANGUAGE ARTS
PLAN FOR IMPLEMENTATION OF INSTRUCTION

1. The communications/language arts curriculum will provide continuous progress in skills with the introduction and mastery of concepts at appropriate levels.
2. The district will provide ongoing inservice to all teachers in the district-adopted writing process.
3. Upon completion of instruction in the writing process, all teachers will use the district adopted writing process models for student assignments requiring written composition.
4. Students will be given frequent opportunity to write in kindergarten through grade 12 with instruction in grammar as needed.
5. Grammar will be taught as an integral part of the writing process rather than in isolation.
6. A minimum of two classroom-controlled compositions per year will be placed in each student's cumulative language arts file for the evaluation and demonstration of the student's progress in writing from kindergarten through grade 12. Beyond grade six the file will be kept in the English department.
7. The district will provide inservice in district-adopted study skills curriculum.
8. Study skills will be taught by all teachers in each subject to enable students to use efficiently the communications/language arts skills of reading, listening, speaking, and writing to attain mastery of the curriculum unique to each subject.
9. The library/media area will be readily accessible as an extension of the K through 12 classrooms where the classroom teacher and library/media person will work cooperatively to guide students in selecting recreational reading, in applying appropriate research and media skills, and in developing understanding and appreciation of various types of literature, media and technology.
10. Learner outcome goals and objectives will be used in the communications/language arts curriculum to indicate and evaluate the knowledge, process, and values that students will learn.

MOORHEAD COMMUNITY- ADULT EDUCATION

Moorhead Area Vocational-Technical Institute
Moorhead Public Schools

1900 28th Avenue South
Moorhead, Minnesota 56560
218-236-6277

POST FROM 1986:

Tickets sold.....334

Attendance.....291
(No shows..... 43)

Left early..... 78
before 3 - 41
before 4 - 37

Attendance for final
drawing.....213

Income:

Total cash donations.....	\$3955.00
Ticket Sales.....	<u>1010.95</u>
Total	\$4965.95

Expenses:

Postage for parent letter.....	52.68
Music on Wheels.....	175.00
Forum ad - thanks to contributors.....	214.00*
Signs.....	150.75
Activity supplies.....	10.25
Game room labor.....	44.00
Student Union rental.....	250.00
Food.....	<u>1500.00</u>
Alternative bar.....	136.50
Popcorn.....	33.00
Pop.....	64.00
Big prizes.....	769.00
Wayne Trophies.....	51.50
Fix car.....	500.00
Video game quarters.....	145.50
Decorations.....	<u>50.00</u>
Total to date	\$4181.18

Anticipated further expenses:

Final report/postage.....	20.00*
Printing.....	30.00*

* estimates

Post Prom 1986 Donations:

Optimist Club of Moorhead

1501 4th Ave. S\$700.00 (Party costs)

V.F.W.

Albert E. Johnson Post 1223

Box 165 500.00

Moorhead Lioness

Anita Leiseth

823 S. Elm St..... 500.00

American Bank & Trust

Ken Benson

730 Center Ave..... 500.00 (car)

Youth Board

Community Education..... 300.00

Columbia Club of Moorhead, Inc.

Box 666..... 250.00

Moorhead Center Mall

Avis Ohman

Box 292..... 200.00 (car)

Selland Pontiac

Dave Selland

1313 30 Ave. S..... 200.00

Vikingland Kiwanis

Willard Pierce

1014 S. 11 St..... 150.00

Moorhead Chamber of Commerce

Director

Box 719..... 150.00

Moorhead Rotary

Ron Kolb

1303 24 Ave. S..... 150.00

F-M Automotive Jobbers

Ron Jenson

Box 386 Fargo 58102..... 100.00

Moorhead Midday Lions

2011 S. 6 St..... 100.00

A & T Supply

20 S. 6 St..... 100.00

Moorhead State Bank

Holiday Mall..... 100.00 (car)

Buttrey Foods
820 30 Ave. S.....\$50.00

Hornbacher's
Harry Ruth
101 S. 11 St..... 50.00 (merchandise)*

Piggly Wiggly
210 N. 11 St..... 20.00 (chaperone snacks)*

Wedding World
3224 13 Ave. SW Fargo 58103..... 30.00

Russ Honda West
Pete Boesen
Box 9646 Fargo 58109.....1976 Chevette

S & L Tire Service
129 & 32 Ave. S Fargo.....new tires

Elite Trim Shop
3901 4 Ave. SW Fargo..... trim

Twin City Body
302 27 St. S Fargo..... paint job

New Dimension Hairstyling Salon
212 8 St. S..... 2 haircuts

Sinkler Optical Company
1022 S. 8 St..... \$25 certificate

Scheels Sport Shop
505 Center Ave..... sports items

United Electric Service & Supply
308 1 Ave. N. Fargo.....1.... headset radio, basketball, badminton set,
Kodak disc camera

Hideaway Beauty Salon
1108 2 Ave. S..... 2 haircuts

Sportland Inc.
221 Main Ave..... sports items

Wayne Trophies
c/o Sunset Lanes..... 2 1st place trophies

John and Judy Cox hot air balloon ride for two

Mary Ann and Jim Jasken..... Chi Chi's certificates

Norm and Karen Pettitt..... Shogun certificate

Glenna Fitzgerald.....\$25 Dayton's certificate

McDonald's
1001 38 St. SW Fargo..... 20 coupons

The Korner
Moorhead Center Mall..... \$25 certificate

Grosz Studio
202 8th St. S..... 2 \$25 certificates

Country Greenery
17 S. 5 St..... 2 \$5 certificates

Midwest Vision Center
212 S. 8 St..... \$28 sunglasses

Wendy's
321 S. 8 St..... 5 coupons

Northwood Chalet
501 18 Ave. N..... \$25 certificate

Fryn' Pan Family Restaurant
Hwy 75 N..... 2 Taco Salads

Godfather's Pizza
804 30 Ave. S..... 2 large pizzas

Golden Phoenix Restaurant
816 30 Ave. S..... 2 \$10 certificates

Hardee's
819 30 Ave. S..... 10 coupons

Highway Host
Moorhead Center Mall..... \$5 certificate

Treetop Restaurant
403 Center Ave..... \$10 certificate

Trader & Trapper
617 Center Ave..... 2 \$10 certificates

Mr. Steak Restaurant
1130 28 Ave. S..... 2 steak dinners

Sher's Kitchen
Hwy 75 & I-94..... 3 \$5 certificates

Speak Easy Restaurant
1001 30 Ave. S..... 2 T-shirts

Ramada Inn Basin Street
600 30 Ave. S..... \$10 certificate

CONTRACT FOR SCHOOL DISTRICT USE
IN CONTRACTING WITH OTHER AGENCIES

This contract, entered into this 10th day of June, 1986, and between Independent School District No. 152, Moorhead, Minnesota (hereinafter referred to as the SCHOOL DISTRICT) and Camp Buckskin, Box 389, Ely, Minnesota 55731 (hereinafter referred to as the AGENCY) witnesses that:

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

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

NOW THEREFORE, the parties agree as follows:

1. The AGENCY shall provide the following services: Special Learning and Behavior Problems Services to improve Reading Skills, Improve Self Concept, Improve Social Skills, and other goals listed on the Registration form.
2. The AGENCY shall provide the described services to students on the attached list.
3. The AGENCY shall perform these services at Camp Buckskin.
4. The approximate date the services will begin is June 16 1986 and shall not extend beyond July 17, 1986, the contract not to exceed a total of agreed days of service and a total cost of \$ 1150. per student (on attached list).
5. The SCHOOL DISTRICT shall make payments for the services rendered to the AGENCY as follows: Within (30) days of billing
6. The SCHOOL DISTRICT shall monitor the services of the AGENCY provided as follows: Request detailed report of progress made on each child after camping period.

SIGNED:

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

By _____, Clerk

Date June 10, 1986

Camp Buckskin
Name of Agency

Box 389, Ely, Minnesota 55731
Address

Authorized Agent

ORGANIZATION OF THE SCHOOL BOARD FOR 1986-87

Appendix S-1
Page 1 of 2

- | | | |
|--------------------------|------------|--------------------------|
| 1. Election of Officers: | Chair | <u>1985-86</u>
Hulett |
| | Vice-Chair | Fagerlie |
| | Clerk | Seigel |
| | Treasurer | Hastad |
2. Meeting Date and Time
3. Per Diem Allowance: Compensation is \$2,400 per year
4. Designate Official Newspaper
5. Designate Official Depositories of Banking
6. Legal Assistance: Presently, no retainer paid and all services billed on a time and material basis.
7. Appointments to Committees: Listed below are the Committee & Board Representatives
8. Adopt-A-School
9. Membership in Minnesota State High School League

<u>COMMITTEE TITLE</u>	<u>REPRESENTATIVE(S) IN 1985-86</u>	<u>REPRESENTATIVE(S) IN 1986-87</u>
Athletic Council	Hastad - Puppe	
MAAVTI Association	Borgen - Puppe	
Calendar	Fagerlie	
Chemical Use (TAHC)	Fagerlie - Seigel	
City Planning	Lacher	
Clay County Voc. Center	Borgen - Hastad	
Community Education Advisory Council	Hulett - Guida	
Community Health	Seigel	
ComNet (MSBA Legislation)	Guida - Puppe	
Continuing Education	Hastad	
Futures Planning	Hastad - Seigel	
ECSU Metro	Hulett - Guida	

<u>COMMITTEE TITLE</u>	<u>REPRESENTATIVE(S)</u> <u>IN 1985-86</u>	<u>REPRESENTATIVE(S)</u> <u>IN 1986-87</u>
Negotiations	Guida (Chair) - Hulett (Vice-Chair) Borgen - Seigel - Fagerlie - Puppe - Hastad	
PER	Hulett - Hastad	
Police Liaison	Borgen	
S.T.E.P. Advisory Board	Seigel	
Sabbatical Leave	Hulett	
Title I PAC	Guida	
Title IX Advisory Committee	Siegel - Fagerlie	
VRC Committee	Fagerlie	
CAPP	Guida	
Adopt-A-School	Senior High - Seigel, Puppe Middle School- Fagerlie Edison - Hulett Probstfield - Guida Riverside - Borgen Washington - Hastad	

Adopt-A-School - The purpose of this committee is to give Board members an opportunity to become knowledgeable of the operation of each of the school buildings. It is impossible for Board members to be in all buildings on a regular basis so this program allows them to become familiar/knowledgeable in at least one building. Also, this will allow staff to become familiar/knowledgeable of School Board operation. Length of term is one year and school assignment is done by lottery.

Athletic Council - The function of the Council is to serve as an advisory body to the Athletic Department to review, revise, and establish the athletic policies of the Moorhead Public Schools. The Council is scheduled to meet a minimum of once a month during the school year.

Minnesota Association of Area Vocational Technical Institutes (MAAVTI) - This group works for coordination and support of the vocational system for all AVTI's.

Calendar - The purpose of this committee is to establish a school calendar that would include days for: students, staff, workshops, in-service, parent-teacher conferences, vacation, etc.

Chemical Use - The purpose of this committee is to develop policies and programs designed to reduce the number of persons in our district who are harmfully involved with chemical use.

City Planning - This committee works with the city in future plans of Moorhead.

Clay County Cooperative Center - The responsibilities of this position are to: communicate with the School Board, employ personnel for the Cooperative, attend monthly meetings, adopt by-laws, establish the financial program, and establish and adopt policy and guidelines for the operation of the program.

Community Education Advisory Council - This committee was established at the direction of the Legislature to encourage cooperation between governing bodies of the cities, counties, and school districts to assist in the development of the community education program for the district.

Community Health - This committee monitors services in the health areas of the county, city, and school district to attempt to avoid duplication of services.

ComNet - This assignment concerns itself with the state legislature process as it relates to education.

Continuing Education - This committee's responsibilities are to set rules for its own operation, establish written guidelines, determine the number of renewal units to be granted for experiences in accordance with the maximum renewal unit allocations identified, determine whether the applicant has met the requirements of this rule and endorse the applications for renewal.

Joint Powers-Government - This committee's responsibilities are associated with understanding between the school district, city, and county. Recommendations are made to the governmental bodies.

Negotiations - The responsibilities are to negotiate contracts with custodians, secretaries, food service, teachers, confidential secretaries, principals, assistant superintendents and the superintendent.

Planning, Evaluating, & Reporting (PER) - The committee's responsibility is to plan, evaluate, and report matters of curriculum.

Police Liaison Advisory Committee - To assist the Youth Intervention Officer in the areas of: policy development, budget preparation, program development (i.e. summer school - 'Touch'); allocation of officer's time between city, county and school district.

Policy Review - This committee is to receive proposed policies for the district, review current policies, discuss the feasibility and workability of a proposed policy, and to recommend adoption of any policies to the Board of Education.

Supplemental Teaching and Enrichment Program (S.T.E.P.) Advisory Board - This board works with the school staff to foster enriched curriculum opportunity for gifted students.

Sabbatical Leave - This committee receives, reviews and makes recommendations for sabbatical leave for certified staff.

Title I Parent Advisory Committee - The representative to this Council serves as a liaison between the Board of Education and the Title I Parent advisory Council.

Title IX - This committee is charged with giving direction concerning continuing education, policy development, grievances and textbook selection. The committee will meet monthly and provide bi-annual reports to the Board.

VRC (Vocational Relicensure Committee) - This committee will be responsible for handling the renewal procedure, for all five-year vocational licenses for instructors, counselors, directors and supervisors who hold an instructional or supportive code line on their license. In conjunction with this renewal procedure, the Vocational Relicensure Committee will be responsible for determining clock hours, pre-approving experiences, granting clock hours and endorsing application for license renewal.

CAPP (Comprehensive Arts Planning Program) - This committee is designed to promote the Arts in the district individually and through the integration of the Arts.

5/mq/Bo 5
MINN
6-24-86

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNNEOTA

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, June 24 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
 - A. UNFINISHED BUSINESS
 - B. NEW BUSINESS
- VII. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
 - A. UNFINISHED BUSINESS
 - 1. Consider Senior High School Handbook Appendix A
 - 2. Consider Travel Policy Appendix B
 - 3. Review District Goals for 1985-86 Appendix C
 - B. NEW BUSINESS
 - 1. Review Transportation Study Appendix D
 - 2. Consider Block Grant Requests Appendix E
 - 3. Consider Personnel Appendix F

- | | |
|--|-------------------|
| 4. Review Summer Migrant Program | Appendix <u>G</u> |
| 5. Consider Adult Basic Continuing
Education Proposal | Appendix <u>H</u> |
| 6. Review Community Education Levy | Appendix <u>I</u> |
| 7. Consider Community Education Programs
for 1986-87 | Appendix <u>J</u> |
| 8. Review Community Resource Program | Appendix <u>K</u> |
| 9. Review Council on Quality Education
Grant | Appendix <u>L</u> |
| 10. Consider Acceptance of Gift | Appendix <u>M</u> |
| 11. Consider Townsite Leasing Contracts | Appendix <u>N</u> |
| 12. Review Organizational Meeting Format | Appendix <u>O</u> |

VIII. FOR YOUR INFORMATION

Appendix Z

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

X. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, July 1 - 6:30 A.M.

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

A. UNFINISHED BUSINESS

1. Senior High School Handbook (Dulski) Appendix A

Explanation: The first draft of the handbook was presented at the last Board meeting. Additions/revisions/deletions have been made (Appendix A).

Recommendation: Move to approve the Senior High School Handbook for the school year 1986-87.

2. Travel Policy (Trochlil) Appendix B

Explanation: Appendix B is the revised edition.

Recommendation: Move to approve the Travel Policy.

3. District Goals for 1985-86 (Trochlil) Appendix C

Explanation: This is placed in the agenda to give the Board an opportunity to make comments as to the progress of the District Effectiveness efforts for the school year 1985-86.

Recommendation: For purpose of discussion.

B. NEW BUSINESS

1. Transportation Study (Lacher) Appendix D

Explanation: Dan Bacon, newly appointed Transportation Supervisor, and Bob Larson, consultant, will give an update as to the progress of the transportation study.

Recommendation: For information and discussion.

2. Block Grant for 1986-87 (Jernberg) Appendix E

Explanation: Appendix E contains the background information.

Recommendation: Move to approve the Block Grant Application for 1986-87.

3. Personnel

(Jernberg)

Appendix F

New Employees

Scott Peterson - Phy. Ed. - Senior High, MA(2) \$22,742

Kay Peterson - Phy. Ed. - Senior High and North Campus, .571
BA(3) \$10,528.67 (\$18,439 base)

Janice Johnson - Grade 4 - Probstfield Elementary, BA+15(7)
\$21,820

Recalled

Ted Guerrero - 9 months - AVTI, BA+75(11), \$28,996

Leave of Absence

Shelly Ellstrom - Elementary Art for the 1986-87 school year

Change in Contract

Jan Nelson - OTR - from full-time to part-time effective for
the 1986-87 school year

The following extended contracts at the MAVTI are based on the
regular teaching contract salary schedule:

Ingeborg Anderson - Business Instructor, June and July,
\$2,451.96

Carol Ginaker - Business Instructor, June, \$853.60

Harris Voegeli - Business Instructor, June and July, \$5,201.50

Dick Luehn - Computer Instructor, June and July, \$4,540.56

Lee Bruehlhof - Welding Instructor, June and August, \$2,446.38

Claudine Schneider - Fashion Instructor - June and July,
\$5,760.66

Recommendation: Move to approve the personnel changes as
listed.

4. Summer Migrant Program

(Jernberg)

Appendix G

Explanation: Mr. Jim Nigg, Director of the Summer Migrant
Program, will review the program with the Board.

Recommendation: For discussion purposes only.

5. Adult Basic Continuing
Educational Proposal

(Andersen)

Appendix H

Explanation: The Adult/Community Education Department has
submitted a proposal to the Minnesota Department of Education
for funding the Adult Basic Continuing Education Program for
1986-87. The amount of the request is \$52,487.

Recommendation: Move to approve the proposal.

6. Community Education Levy (Andersen) Appendix I

Explanation: In order to levy for Community Education funds, school districts are required to hold a meeting of the governing boards of the city, county, municipalities and townships in which the school district is located and file a certificate that the meeting was held. The meeting was held June 5, at 7:00 a.m.

Recommendation: For your information.

7. Community Education Programs (Andersen) Appendix J
for 1986-87

Explanation: The Community Education Advisory Committee has discussed and approved the programs and budget in Appendix J for 1986-87 and recommends them to the School Board for approval. A list of Advisory Committee Members for 1986-87 and an annual report are also listed in Appendix J.

Recommendation: Move to approve the programs and budget as presented.

8. Community Resource Program (Andersen) Appendix K

Explanation: The Community Education, Community Resource Program was started in the fall of 1985. This year 223 separate programs have been given by 106 resource people to 6,286 students. All schools and age levels are using the program to supplement units, to add enrichment, to provide primary academic instruction, and to address social issues. Kay Batterman, the coordinator for the program, will be available to answer any questions.

Recommendation: For discussion purposes.

9. Council on Quality Education (Jernberg) Appendix L
Grant

Explanation: The Council on Quality Education has approved a grant for the Learning Bank project in the amount of \$8,750.

Recommendation: For your information.

10. Acceptance of Gift

(Jernberg)

Appendix M

Explanation: Independent School District 152 has received a check for \$500.00 from the American Legion, Post No. 21 and a check for \$100.00 from the American Legion Auxiliary for sponsorship of the school patrol at the Legionville School Patrol Camp.

Recommendation: Move to accept the donations and direct letters of thanks be sent.

11. Townsite Centre Leasing

(Lacher)

Appendix N

Explanation: Appendix N is the budget performance information for Townsite Leasing. The estimated additional cost is projected at 4.73%.

The recommended two year leases:

	<u>Square Feet</u>	<u>Rental</u>
Services for the Blind	600	4,554.00
Division of Vocational Rehab.	1,490	11,785.92

Rentals to the district for 1987-88 are subject to change based on actual increases.

Recommendation: Move to approve the identified leases.

12. Organizational Meeting
Agenda for 1986-87

(Trochlil)

Appendix O

Explanation: The draft of the July 1 meeting is part of this agenda. Additions would become part of an addendum that will be mailed previous to the Board meeting.

Recommendation: For discussion purposes.

'WE ARE PROUD'

1. Rachel Hiebert, German teacher, is the recipient of the Percy Fearing Award, given by the Minnesota Council on the Teaching of Foreign Languages (MCTFL) for her innovative approach in curriculum development. The project submitted was a Nine-Week German Program for the Sixth Grade. Steven Farrell, MCTFL President-Elect, will be present to make the award.

FOR YOUR INFORMATION

1. At the April 28, 1986 Community Education Advisory Council meeting, plaques of appreciation were presented to Cecile Rustad, Dr. Franz Rathmann, Ada Fick, Sharon Ingle, and Harold Dokken for their outstanding contributions to community education. Advisory Council terms expired for Lynn Thompson, Sue Porter, Ada Fick, and Charles Asplin, and they received certificates of appreciation. New Advisory Council members are Pam Lamb, Leanne Carter, Joy Johnson and Judy Haley. They will serve a three-year term which runs from July 1, 1986 to June 30, 1989. Mark Voxland was elected as Chair and Chris Olson as Secretary.
2. At the May 14, 1986 PER meeting, plaques of appreciation were presented to Linda Rundquist, Keith Forrester, Jim Lisko and Alma Cater for serving on the PER Committee.

CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>	<u>TIME</u>	<u>PLACE</u>
CCVC	Wed., June 25	3:00 p.m.	North Campus
Negotiations (Aides/Custodians)	Thurs., June 26	2:00/4:30 p.m.	Townsite
Learning Bank	Thurs., June 26	7:00 p.m.	Fargo Board Rm.

REVISED
DRAFT

MOORHEAD HIGH SCHOOL STUDENT HANDBOOK

1986 - 1987

MOORHEAD SENIOR HIGH
School Calendar
1986 - 87

August 25, 26, 27	Teacher Workshop Days
September 1	Labor Day
September 2	First Day of School
September 29	Coronation for Homecoming
October 3	Homecoming Game
October 4	Homecoming Dance
October 16, 17	MEA
November 5	End of First Semester
November 7 & 8	Fall Play
November 13, 14	Parent-Teacher Conferences
November 14, 15	Fall Play
November 27, 28	Thanksgiving Vacation
December 22 - January 2	Winter Vacation
January 23	End of Second Semester
February 12, 13	Mid-Winter Workshop Days
February 16	President's Day
March 27	End of Third Quarter
April 2, 3, 4, 9, 10, 11	Spring Musical
April 16 - 21	Spring Vacation
May 25	Memorial Day
June 3, 4	Test Days
June 5	Last Day of School
June 7	Graduation

CLASS SCHEDULE

Period 1	8:00 - 8:55
Period 2	9:00 - 9:55
Period 3	10:00 - 10:55
Period 4	11:00 - 11:55
Period 5	12:00 - 1:25
Period 6	1:30 - 2:25
Period 7	2:30 - 3:25

LUNCH SHIFT "A" 11:55 - 12:25
Rooms 102-138 (First Floor)
Rooms 222-223 (Theatre Wing)
Rooms 227-228 (Music Wing)
Room 225 (Study Hall)

LUNCH SHIFT "B" 12:55 - 1:25
Rooms 202-215 (Second Floor)
Rooms 209-211 (Industrial Arts Wing)
Rooms 301-318 (Third Floor)

During Lunch Shift "A" the third floor is closed. During Lunch Shift "B" the first floor is closed. Please arrange your locker visit to include this time schedule.

Students who are interested, may purchase lunch or snack bar tickets before school in the kitchen area or at noon in the commons. All food is to be eaten in the lunch room or commons area.

ATTENDANCE POLICY

PROCEDURES

1. Students who have been absent must report to the office with a written explanation to obtain an admit slip. Students without written explanation should report directly to an Assistant Principal.
2. Tardy students will report directly to class. DO NOT REPORT TO THE OFFICE. Habitually tardy students will be treated as truants.

POLICY

Students are required to attend all classes and/or study halls every day school is in session. Students who have excused absences are required to make up all assignments in order to receive credit. Truancy will not be tolerated. Willfull skipping of classes will result in no credit, detention, and may result in removal from class. To leave the building, a student must obtain a pass from the Nurse or the Assistant Principals.

Policy Cont.

Students with excessive absences will be referred to:

1. Counselors
2. Assistant Principals
3. Courts (truancy)

Acceptable reasons for absence are:

1. Illness. Parents/guardians are required to call the school (236-6400, ext. 316) on the day of the absence. Students should bring a written note from the parent/guardian when they return to school. Excessive illness is subject to medical verification.
2. School Activities. Advisor/coach will pre-arrange the absence with all teachers and the office.
3. Appointments. (Doctor, dentist, court appearances, etc.) Students must obtain an Out-Of-Building pass prior to the appointment.
4. Personal Requests. All personal requests for absences are subject to review by school officials. Personal requests will not be issued during the last five school days of the school year.

ADVANCED MAKEUP

The following conditions must be met by the student prior to approval:

1. Parent's approval and signature
2. Student's attendance is acceptable in each class.
3. In extended absence, student must make arrangements with teacher.
4. SINGLE DAY ABSENCE-ALL WORK MUST BE MADE UP IN ADVANCE OF THE ABSENCE.

All requests for Advanced Makeup must be approved by an Assistant Principal prior to the class approval and prior to the absence. Advanced Makeup will not be issued during the last five scheduled school days. Forms are available from the Attendance Clerk in the office.

REGISTRATION

Students may register for the next school year each spring. Students will have conferences with their counselors upon entering tenth grade at which time a three year plan will be discussed. This conference serves as a guide for registration each succeeding year.

GRADUATION REQUIREMENTS

Students must complete 21 credits, among the credits there must be:

Grade 9 -- required	English 9 (1 credit) Social 9 (1 credit) Physical Science (1 credit) General Math or Algebra (1 credit) Physical Education ($\frac{1}{2}$ credit) Electives ($1\frac{1}{2}$ credits)
Grade 10 -- required	English 10 (1 credit) Am. History (1 credit) Phy. Ed. ($\frac{1}{2}$ credit) Health ($\frac{1}{2}$ credit)
Grade 11 -- required	World History (1 credit) English (1 credit)
Grade 12 -- required	Am. Gov't. and Social Studies elective (1 credit) English (1 credit) (the 2 credits in English for grades 11 and 12 must include one semester of composition and one semester of literature)
Grade 10, 11, or 12-- required:	Biology (1 credit) Mathematics (1 credit) Electives (6 credits)

During the Senior year, students and parents will be notified of current credit status. Each student must complete the Graduation Form no later than the semester preceding graduation. Students who elect to participate in the graduation exercises must wear the appropriate cap and gown. All students participating in the graduation exercises must have completed the 21 credits.

PERSONAL PROPERTY

Lockers - your locker is school property. Do not store valuable items in them, and do not bring a radio to school. The administration may enter your locker at any time for inspection. Please use your own locker.

All lockers will be kept locked and you must obtain your lock and combination from the school office. The lock deposit is \$3.50, which will be returned to you at the end of the school year if neither the lock nor the locker has suffered wear or damage.

VANDALISM

Students who destroy or vandalize school property will be required to pay for losses or damages. If you should happen to damage something by accident, please report it to a teacher or the office immediately.

MISCELLANEOUS

RADIOS/TAPE PLAYERS

The playing of radios and tape players in school is a disturbance and an interference in the normal conduct of the school. Therefore, students are not permitted to bring radios or tape players to school. Radios and tape players will be confiscated by staff members or administrators.

PARKING

Students are discouraged from driving to school. Bus service is provided to all students for both 8:00 and 9:00 class starts. Proper parking and driving courtesy is expected from those who do drive.

No loitering is permitted in the parking lot during school hours. A security officer will check the parking lot periodically for purposes of safety and security. The school assumes no liability or responsibility for damage or theft occurring in the lot.

Students are permitted to use their vehicles during their assigned lunch period for off-campus purposes.

TELEPHONES

The two pay telephones in the commons are for student use. The cost is 25¢ per call. Students may not use the office telephones.

MESSAGES

Messages for students will be announced twice during the school day--at 11:54 am. and at 2:24 pm. Students must report to the office to pick up their message. All emergency messages will be handled by an administrator.

VISITORS

All visitors will report directly to the office. Non-Moorhead students who do not have approval to visit the building will be warned to leave the building. If the warning is not regarded, the trespass ordinance will be invoked.

SCHOOL DRESS

Moorhead High School students have always maintained a great deal of pride in their appearance. The staff will administer a responsible dress code based on good judgement and good taste. We expect students to be neat and clean. The state health department requires that students wear shoes when in the building.

CLASSROOM POLICY

Each classroom teacher will post a classroom discipline policy. Each student will receive a copy of this policy and be expected to follow this policy in the classroom to which they are assigned.

TOBACCO

Tobacco in obvious possession--in hand, in mouth, lit or unlit or the exhaling of smoke is a violation. No smoking by any student is permitted on school premises, at school activities, on school buses, or on any field trips. The penalty for smoking shall be: three day suspension from classes for the first offense--a parent conference will take place upon re-entering school. Any additional offense will cause five days out of school suspension and a parent conference.

DRUG AND ALCOHOL ABUSE

Any student who intentionally sells, gives, uses, or is under the influence of chemicals in school, on school property or on school-related activities (including buses) shall be subject to the following:

1. Suspended from school for three days
2. Referred for a chemical evaluation
3. Reported to the appropriate law enforcement agencies for possible legal action.
4. Parental conference upon re-admission.

IMPROPER ACTIVATION OF FIRE ALARMS

1st offence: Three day out-of-school suspension, file court charges, parent conference.
2nd offence: Recommend dismissal from school for one semester, file court charges, parent conference.

CLASSES

CLASS LOAD AND OVERLOAD

All students will be assigned 6 class periods each semester. Counselors are available to counsel students on their class schedules.

Students who wish to take an overload (a seventh hour), must meet the following requirements:

1. A 2.75 GPA
2. Parental permission
3. No previous failing grades
4. No more than one "D" in the previous quarter.

CORRESPONDENCE COURSES

If you are interested in taking a correspondence course, contact your counselor. If permission is granted, you will need to process the forms from the Division of Independent Study at North Dakota State University. A supervisor, usually one of your teachers or counselor, will administer the exams at the proper time. Correspondence courses involve a considerable amount of writing and individual study.

DROPPING A CLASS

Once you are enrolled in a class, you may drop it only after seeing your counselor and grade level administrator. You will also need parental permission. In most instances, you cannot drop a class with fewer than 15 students enrolled. If you drop a class, you will report to study hall for that assigned hour for the remainder of the semester. After a course has been in progress for nine weeks or more, a withdrawing student will receive a failing grade and no credit.

CLASS AUDIT

Any student who wishes to audit a class for no credit should meet with the course instructor and the Assistant Principal for details.

WITHDRAWALS OR TRANSFERS

If you wish to withdraw or transfer from Moorhead High, report to the office for a withdrawal form. Fill out the form, and take it to all your teachers, the library, your counselor, and the Assistant Principals. Then return the form to the office. Clean out your locker and return your lock to the office for the refund. Records will be sent to another school only after all your obligations have been met.

MARKING SYSTEM

Moorhead High School uses letter grades of A, A-, B+, B, B-, C+, C, C-, D+, D, D-, and F. An "I" will indicate an incomplete in a subject and this must be completed for credit to a letter grade no later than two weeks from conclusion of a course or the incomplete will result in NO CREDIT and will be recorded as such. Special cases should be cleared with your counselor and grade level Principal.

Pass/Fail Option--students taking five or more classes are eligible to request pass/fail in one or more classes, but must be graded in a minimum of four classes. Check with your counselor for forms. These must be signed and returned prior to the last day of the grading period in the first or third quarter. Pass/fail is available only on a semester basis. You may not take pass/fail for only one quarter. Once you have been graded, you cannot change to a pass/fail option.

Marking System Cont.

Students who drop two grade levels below the average that they are capable of carrying could have this option removed the first or third quarter and they would be graded by letter grade in the course for the rest of the semester.

REPORT CARDS AND HONOR STUDENTS

Report cards are issued at the end of each nine week quarter. They include a letter grade for each subject and a report on your attendance and tardiness. If you feel there is an error on your card, bring it to the office and report it to the secretary. Report cards may be withheld due to unfulfilled obligations (overdue library books, unpaid shop projects, etc.)

"A" honor roll: an average of 3.75 or better

"B" honor roll: an average of 3.00 and less than 3.75

(A=4.00, A-=3.75, B+=3.50, B=3.00, B-=2.75, C+=2.50, C=2.00, C-=1.75, D+=1.50, D=1.00, D-=.75) Seniors with a GPA of 3.70 or better will be named to the MOORHEAD HONOR SOCIETY.

UNSAFISFACTORY WORK REPORTS

Parents will be sent reports indicating unsatisfactory work in a subject near the mid-point of the quarter or any time students are not performing up to their capabilities. Parents should contact the teacher for a conference. Teachers should send these reports while there is still time to improve the grade for that quarter.

WORK PERMITS

Seniors who wish to be released from a study hall for work may apply to the office for a work permit. This program is available only to seniors for only one period per day. Students who miss class for work will be given a "no makeup" admit.

STUDY HALL

If you are signed up for study hall, state law requires that you attend; your attendance will not be waived.

SUSPENSION

"Suspension" means an action taken by the school administration prohibiting a student from attending school in accordance with the Pupils' Fair Dismissal Act of 1974. The purpose of suspension is to remove the student from the school environment and to provide time for professional staff, parent/guardian, and student to discuss the matter and bring about an agreement of future conduct.

COUNSELING DEPARTMENT

One of the first and most important people you will meet at Moorhead Senior High is your counselor. The counselors are assigned to you by the first letter of your last name. Your counselor will help you with planning and developing a program that meets your goals while you are at Moorhead Senior High and help you plan goals after you leave school.

Counselors are also available to:

1. Plan and administer the testing program.
2. Help you make decisions about colleges, technical schools or future careers.
3. Help with personal or school problems.
4. Tutoring needs.

The counselors are also interested in your classroom attendance, academic achievement, and will work with you and your parents/guardians to plan for a successful educational experience at Moorhead Senior High. Make it a point to see your counselor frequently.

Counseling Assignments

A-F	Bruce Gravalin
G-La	Betsy Little
Le-Re	Russ Henegar
Ri-Z	Gordon Rustad

Students are free to talk to any counselor--not just their assigned one.

HEALTH CARE

The nurses office is located in the guidance office complex. This office is staffed from 8:00 am. to 4:00 pm. daily.

Parents of students with special health problems should notify the nurse at the beginning of the school year. Teachers will be notified of special health problems.

Physical examinations of the back for Scoliosis are done on all 9th graders. Vision and hearing screenings are done on referrals from teachers or parents, or self-referral if you suspect you are having a problem.

Students who become ill in school should report to their teacher and obtain a pass to go to the nurses office. The nurse will decide if parents should be contacted and the student sent home.

All school-related accidents (including extra curricular and out-of-town activities) should be reported to the nurse. Accident reports and emergency cards are kept on file in the nurses office.

A student who is absent from the classroom for an extended period of time (2-3 weeks) because of health problems should notify the counselor and they will make arrangements for homebound tutoring.

LIBRARY

Located off the commons area, across from the gym, the Senior High Library/Media Center is easily accessible to the students and staff from 7:30 am. to 4:30 pm.

At Moorhead Senior High we are fortunate to have a large and excellent collection of library materials that serve both the academic and recreational needs and interests of students. These include over 26,000 fiction and nonfiction books, approximately 130 different magazines, several daily newspapers, general and subject reference materials, microfiche and pamphlets on current topics and many interesting and challenging computer disks. The Instructional Materials Center (IMC), located just behind the library, houses a large collection of filmstrips, films, video tapes, records and cassettes, which are also available for student use. Equipment, including a computer lab, microfiche readers and printers, calculators, a copy machine, typewriters and listening/viewing facilities for teacher assignments are also available.

A highly qualified staff is always available to help locate and check out materials and use the facilities, as well as suggesting books that might be of interest to students.

Ninth graders and other students new to the building are given a brief orientation to the facility at the beginning of the school year to introduce them to the staff, explain procedures, and locate the wide variety of materials and services available.

Students who check materials out of the Materials Center are responsible for returning those materials on time. The Center charges fines on overdue materials and if materials are lost or damaged, they must be paid for. The overdue fine is \$.02 per school day; for overnight or reserve materials, the fine is \$.05 per hour. If something is lost or damaged, the original cost of the item will be charged. Overdue lists are posted in English classrooms, on the bulletin board across from the office, the study halls, and the library.

Disruptive students will be sent back to class or study hall and will lose some or all of their library privileges. Please don't bring food, radios, cards, games, etc. to the library.

If you would like to see certain books or magazines placed in the library, suggest them to the librarian. Your requests will be honored whenever possible.

ATHLETIC PROGRAM

The following sports are available to students at Moorhead High:

- Fall: Cross Country - girls and boys;
Soccer - boys and girls;
Football - boys; Swimming - girls
Tennis - girls; Volleyball - girls
- Winter: Basketball - girls and boys;
Gymnastics - girls; Hockey - boys
Swimming - boys; Wrestling - boys
- Spring: Baseball - boys; Golf - girls and boys;
Synchro Swim - girls; Tennis - boys;
Track - girls and boys;
Softball - girls

CHEERLEADING

Cheerleaders are chosen for football, basketball, hockey and wrestling. Cheerleading is open to both boys and girls.

ATHLETICS

The privilege to participate in interscholastic athletics is available to only a portion of the student body. Physical skill and natural ability are the primary factors in determining who will represent a school. Each school must be represented by students who are good citizens, satisfactory scholars and trained and conditioned athletes willing to abide by prescribed rules and standards. This privilege and honor carries with it responsibilities to the community, school, faculty, and the student body the athletes represent.

To insure that the standards and ideals of Moorhead athletics are upheld and requirements enforced uniformly, standards of conduct have been established. Coaches may enforce rules that are more strict than those established, but these are minimum rules that must be enforced by all coached:

1. There shall be no general conduct in or out of the sports season that will bring discredit to the athlete, parents, team, school or the community. Penalties for rule violations will be administered at the discretion of school officials.
2. The Minnesota State High School League rules shall be enforced in all Moorhead Public Schools.
3. Athletes are expected to be in school on the day of a contest and the day following a contest. Violation of these expectations will result in a forfeiture of practice on the succeeding day.
4. Athletes must dress appropriately when representing the school as a team member. Neat, casual dress clothes are appropriate.

Athletics cont.

5. Awards presented by the athletic department are presented in trust. Should the athlete violate that trust, the award may be revoked.

EXTRA CURRICULAR ACTIVITIES

Check with your counselor for the advisor of these groups.

Camera Club	Carolers
Cho Kio	Math Competition
Key Club	Industrial Arts Competition
Knowledge Bowl	Comm. Art Fair
Debate	Apollo Strings
Drama	Student Paper
Pep Band	

STUDENT COUNCIL

Your student council provides for student activities, serves a training experience for both leaders and followers, promotes the common good, gives students a share in the management of the school, develops high ideals of personal conduct, acts as a clearing house for student activities, seeks to interest students in school affairs and helps solve problems that may arise. Members of the council are your representatives and have direct access to the school administration.

MINNESOTA POST-SECONDARY ENROLLMENT OPTIONS ACT

As enacted by the 1985 Minnesota Legislature, with approval and acceptance, juniors or seniors may enroll for courses at an approved institution of higher learning as part of the student's full time high school enrollment and receive both college credit and credit toward high school graduation requirements. No charge will be made to the student for the costs of tuition, fees, and required textbooks and materials.

If interested, see your counselor.

FUND-RAISING

All fund raising projects by any student group must be approved in advance by the advisor and Principal.

CLAY COUNTY VOCATIONAL CENTER

Moorhead Senior High students who attend the CCVC are required to use the transportation provided by the district.

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: DLC DATE:
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TRAVEL

Professional Meetings and Conferences

1. Staff and school board members are encouraged to attend professional development meetings, workshops, seminars, conferences and conventions. Expenses will be reimbursed according to district policy, budget allocations, and/or negotiated agreements.

Mileage and Other Expenses

1. Travel will be arranged by the most cost effective method. Staff is expected to use school owned vehicles. However, if a school car is not available the mileage paid for use of individual automobiles will be based on the IRS approved rate. For use of an individual's own car, when a school car is available, the district will pay \$.10/mile. 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.

Prizes, bonuses, or free trips awarded by commercial transportation companies as a result of travel paid for and by the school district become the property of the school district and may not be accepted for personal use.

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 \$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 \$22.00 per day, including tips, unless special conference arrangements necessitate an increased cost in which case a statement to that effect shall be submitted.

Reimbursement limitations for meals will be:

--Breakfast \$ 5.00 (when leaving Moorhead before 7:00 a.m.)
--Lunch \$ 7.00 (when leaving Moorhead before 12:00 noon)
--Dinner \$10.00 (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 for that day)

DLC (continued)


4. Registration fees and incidental costs will be reimbursed on the basis of actual cost and shall be receipted. Laundry and personal telephone calls are not reimbursable expenses.

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.

 Minnesota Department of Education	ECIA - Chapter 2 987 Capitol Square - 550 Cedar St. Paul, MN 55101	BLOCK GRANT APPLICATION FOR 1986 - 1988	ED-01654-05
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GENERAL INFORMATION AND INSTRUCTIONS: Chapter 2, Title V, P.L. 97-35 allocates funds under a block grant for purposes of educational program improvement in the areas of (a) Basic Skills, (b) Educational Improvement and Support, and (c) Special Projects. Please complete this application and forward the original and two copies to the above address. Retain a copy for your district files.

PART I - IDENTIFICATION INFORMATION

District Name MOORHEAD PUBLIC SCHOOLS		District Number 152
Address 2300 4th Ave. So.	City Moorhead	Zip Code 56560
Person Responsible for Administration of Program Robert Jernberg	Position / Title Ass't Superintendent, Instruction	Telephone (Incl. Area Code) (218) 236-6400

STUDENT & STAFF PARTICIPATION

In the table below enter the UNDUPLICATED count of students and staff who will be participating in the proposed project. Provide the counts by Public and Nonpublic school type as indicated. Please total the student counts (columns 1 - 4) and enter the Public and Nonpublic student count totals in Col. 5.

TYPE	STUDENT COUNTS					STAFF COUNTS	
	1 PRE- KINDERGARTEN	2 KINDERGARTEN	3 ELEMENTARY	4 SECONDARY	5 TOTAL (Columns 1-4)	6 INSTRUCTIONAL STAFF	7 OTHER
PUBLIC		393	1685	1649	3727	288	
NONPUBLIC		70	344		414	24	10
TOTALS		463	2029	1649	4141	312	10

APPLICANT STATEMENT OF ASSURANCES

THE APPLICANT ASSURES AND CERTIFIES THAT:

1. The School Board, at a meeting held on June 24, 1986, did declare its intention to develop projects which expand and improve the educational programs of the district, and said Board did authorize the undersigned to execute and file application for and in behalf of the school district, and otherwise to act as its authorized representative in State and federally funded programs.
2. Allocation of funds among Subchapters A, B, and C of this chapter and for programs authorized by such subchapters which it intends to support, including the allocation of such funds required to support programs in nonpublic schools, shall be administered in a manner consistent with the plan set forth in Part III of this application.
3. Amendments to the three-year application which may become necessary to reflect any changes that are to be in effect shall be submitted annually.
4. In the design, planning, implementation and allocation of funds of / among such programs to be funded, there will be systematic consultation with parents, teachers, administrative personnel, and any other individuals or groups deemed appropriate by the local education agency.
5. Compliance with all provisions of this chapter shall include the participation of children enrolled in private, non-profit schools.
6. Records of program allocations and expenditures in Parts A, B, and C shall be maintained and made available to the State Education Agency (SEA) so as to enable the SEA responsibilities for fiscal audit to be met.
7. Records of needs assessment, program goals, program objectives, program activities, and program evaluation shall be maintained and made available to the State Education Agency so as to enable SEA responsibilities for program evaluation to be met.
8. Funds available under this chapter will supplement and not supplant funds currently accruing from non-federal sources.

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Bennett Trochli

Name of Superintendent (Print or Type)

Signature - Superintendent

Date

2

PART II - PROGRAM DEVELOPMENT

In allocating funds for programs and in the design, planning and implementation of such programs, the law requires systematic consultation with parents, teachers and administrative personnel and with other groups as may be deemed appropriate. The parents needed to meet the requirement cannot be employed by the district or serve on the school board.

In the space below, describe how the groups mentioned above and others were involved in the development of this program and how they will be involved in its implementation. Attach additional page(s) if necessary.

After sending a memo to all building principals and supervisors, asking for input and requests from teachers and staff as to their Block Grant requests, a meeting was scheduled with the District's P.E.R. committee. A preliminary list of the requests was sent to them prior to the June 12th meeting. The P.E.R. committee consists of parents, teachers, board members and administrators. Individuals submitting requests were given an opportunity to explain their proposals to the committee prior to the committee's vote on the proposals. The ammended and approved proposals were then submitted to the Board of Education for their approval on June 24, 1986.

PART IV - BUDGET SUMMARY BY SUBCHAPTER & AREA

5

NOTE: The codes identifying the Proposed Expenditures (i.e., A-1, A-2, B-1, B-2, etc.) should be used to identify each individual expenditure item in the "Subchapter and Item" column on page 4 of this application. (The UFARS Program Dimension column is to aid you when you enter the budget on the UFARS system.)

PROPOSED EXPENDITURES		UFARS PROGRAM DIMENSION	PUBLIC	NONPUBLIC	TOTALS BY SUBCHAPTER
SUBCHAPTER A BASIC SKILLS DEVELOPMENT	A - 1 Reading	2 2 0	\$	\$	
	A - 2 Mathematics	2 5 6			
	A - 3 Written and Oral Communications	2 2 0			
	TOTALS - SUBCHAPTER A				\$
SUBCHAPTER B EDUCATIONAL IMPROVEMENT AND SUPPORT SERVICES	B - 1 Library / Media Resources, Textbooks and Other Instructional Materials	6 2 0	11,664.00		11,664.00
	B - 2 Instructional & Audio Visual Equipment	8 4 0	17,116.25	2,996.68	20,112.93
	B - 3 Innovative / Exemplary or a Replication of a Validated Project	6 1 0			
	B - 4 Programs to Meet Student Needs in Desegregating Schools	4 1 0			
	B - 5 Guidance / Counseling / Testing	7 1 0			
	B - 6 Improvement of Planning and Administrative Practices	6 9 0			
	B - 7 Teacher Training / In - Service / Staff - Program Development	6 4 0			
	TOTALS - SUBCHAPTER B				\$
SUBCHAPTER C SPECIAL PROJECTS	C - 1 Career Education	2 8 0			
	C - 2 Arts Education	2 1 2	4,112.50		4,112.50
	C - 3 Health Education	2 4 0			
	C - 4 Consumer Education	3 9 9			
	C - 5 Environmental Education	2 6 0			
	C - 6 Community Education	5 0 5			
	C - 7 Gifted Education	4 1 5			
	C - 8 Ethnic Heritage	2 7 0			
	C - 9 Alcohol & Drug Abuse Education	4 2 0			
	C - 10 Other from Approved List (specify)				
	TOTALS - SUBCHAPTER C				\$ 4,112.50
OTHER EXPEND- ITURES	O - 1 Public & Nonpublic Indirect Costs (CANNOT be charged against Capital Expenditures)		70.57		70.57
	TOTALS - OTHER EXPENDITURES				\$ 35,960.00
GRAND TOTALS			\$ 32,963.32	\$ 2,996.68	\$ 35,960.00

SUMMARY OF PROPOSED BLOCK GRANT PROJECTS FOR 1986-87

	<u>Amount</u>
COMPAS, Writers-in-the-Schools, Junior High play	4,112.50
"Music in Time" VHS programs	2,664.00
Computer for ESL program	770.00
Computerized Library Catalog - Sr. High	3,746.25
Professional Editing System	6,800.00
Video Library of 20th Century Materials	10,900.00
Camcorders	3,900.00
Computers for Non-Public Schools	2,996.68

Funding figures are provided by the Minnesota State Department of Education, based on 6.96767 per student for public and non-public students.

1986-87
COMMUNITY EDUCATION BUDGET

1986-87 Income		1987-88 Income	
Estimated Carry over		Carry Over Estimate	\$8,544
from 1985-86	\$ 60,573		
Levy \$3.50/capita	\$121,783	Interest	
Interest	\$ 8,000	State Grant	
State Grant	\$ 27,161	Total	
Total	\$217,517	EC/FE Levy	
EC/FE	no levy	State Grant	
Carry Over	\$ 58,805	Carry Over	\$ 3,105
Special Needs	\$ 16,400	Special Needs	

COMMUNITY EDUCATION	1986-87 Budget
Program Coordination	\$ 23,436
Secretarial	\$ 23,000
Staff Development and Travel	\$ 3,000
Telephone	\$ 1,400
Office Supplies and Expense	\$ 3,000
<u>ADULT EDUCATION</u>	
Literacy	\$ 11,200
Avocational Supplies	\$ 3,500
Catalog and Advertising	\$ 15,000
GED costs	\$ 2,000
Job Training Scholarships	\$ 1,000
Parenting	\$ 1,000
CHEMICAL OUTREACH WORKER (Sr. High)	\$ 6,000
COMMUNITY ARTS PROGRAM	\$ 22,115
COMMUNITY RESOURCE PROGRAM	\$ 12,265
INTRAMURAL PROGRAM (Jr. High)	\$ 2,224
MSU CULTURAL SUMMER SCHOOL	\$ 750
NEWSLETTER (3 issues)	\$ 7,000
SABIN SOFT BALL	\$ 750
SENIOR CITIZEN'S PROGRAM	\$ 17,400
YELLOW PAGES	\$ 600
YOUTH BOARD AND COORDINATOR	\$ 5,470
YOUTH INTERVENTION OFFICER	\$ 8,500
COMMUNITY ED COUNCIL AND EXPENSES	\$ 1,000
<u>MAINTENANCE-OVERHEAD</u>	
Fringe benefits	\$ 10,500
Building expense for adult education, park board and community events	\$ 16,500
Townsite Rental	\$ 2,400
TOTAL	\$208,973
 <u>Early Childhood and Family Education</u>	 \$ 55,700
 <u>Special Needs Adult Program</u>	 16,400

PROGRAM SUMMARIES

1. ADMINISTRATION, COMMUNITY EDUCATION, AND ADULT EDUCATION

Rose Andersen is Manager of Adult/Community Education and has overall responsibility for the programs. Supervisory responsibilities have been added to Mary Davies' job in order for Andersen to devote more time to adult vocational responsibilities. Secretarial costs include part-time people to help with class registration, collect and process fees, and complete final reports. A part-time secretary in the Community Education Office at Townsite, previously budgeted in program requests, is also included here.

Avocational supplies includes pamphlets, hand-outs, films and materials used in classes, beyond what a student is asked to pay. In order to qualify for state/federal funding, Community Education pays for 10% of the GED program. Job training scholarships are available to qualifying persons to increase their employability. Funds for staff development are to encourage staff to keep current. Telephone refers to phones for Youth Board and the Townsite Centre Office. Office supplies include those used in both offices.

1986-87 Budget

Supervision	\$22,557
Secretarial	\$23,000
Avocational	
Supplies	\$ 3,500
GED	\$ 2,000
Job Training	
Scholarships	\$ 1,000
Staff Develop.	
and Travel	\$ 3,000
Telephone	\$ 1,400
Office Supplies	
and Expenses	\$ 3,000
	<u>\$59,457</u>

2. ADULT EDUCATION - CATALOG AND ADVERTISING

Adult class catalogs are sent in September and January; more abbreviated schedules are mailed as part of the Community Newsletter in October and March. Nearly 20,000 catalogs were mailed.

Paid newspaper, radio and TV ads are used to promote classes. We also send out individual flyers on some classes to target groups. Comparisons with other adult ed programs show that we have a good registration per catalog ratio (1:9) and our promotion costs as percent of budget are comparatively low. We anticipate going to a catalog to promote spring classes next year. Increased costs also reflect postage increases. We need to spend more on advertising to continue to attract new students. \$8,000 additional funds are from the adult vocational budget.

1986-87 Budget

Catalog	\$15,000	
Advertising	\$ 8,000	
Adult Vocational Education		-\$ 8,000
		<u>\$15,000</u>

3. ADULT EDUCATION - LITERACY

Community Education funds Claudia Simon, the Volunteer Coordinator who recruits and trains volunteers to work with AB/CE and literacy. The Literacy Program operates year-round. The coordinator sets up two volunteer training workshops to train volunteers in the Laubach method. The coordinator matches students and tutors. Donations are solicited to help buy materials and do promotion. Numbers increased from 13 students in July 1985 to 35 in January 1986. Again tutor workshop costs will be paid. Money is also requested for an increased emphasis on publicity for the Literacy Program.

1986-87 Budget

Salary	\$ 7,850
Supplies	\$ 1,850
Publicity	\$ 1,500
	<u>\$11,200</u>

4. ADULT EDUCATION - PARENTING

A free Saturday workshop has traditionally been held for parents of children of all ages. Currently it is called "Healthy People Happy People" and involves 120 to 180 adults. Families are encouraged to attend together. The workshop would be sponsored by Community Education and other community agencies. Coordination of classes for parents and children 0-5 will be funded under EC/FE and coordination of classes for parents of children over age five are more appropriately paid by vocational funds.

1986-87 Budget

\$1,000

5. CHEMICAL OUTREACH WORKER

The services of a Chemical Use Outreach Worker is contracted through Touch Love to work two days each week at Moorhead Senior High. The worker meets with students both individually and in groups for counseling and support groups and reaches other students through the prevention program. This fall 401 students were reached by the program. The counselor works closely with the other school counselors and reports to Assistant Principal Bev Bjork.

1986-87 Budget

\$6,000

6. COMMUNITY ARTS

After-school workshops were held in October, November, and January. Creative drama residencies were provided all first grades. Workshops and tours were held for daycare centers. Block grant funds were used for the Junior High play and COMPAS (Writers in the Schools). Community Education funds, in addition to a Superintendent's Incentive Grant and a grant from the West Central Regional Arts Council were used for the Washington School Intergenerational Musical.

The new coordinator, Carole Kline, was hired in April. The budget was approved with the understanding that the program may take a new direction and reconsideration could be given in the fall.

1986-87 Budget

Coordinator	\$10,000
Salaries and Other Expenses	\$12,000

7. COMMUNITY RESOURCE

Kay Batterman was hired in July to set up a program to identify community resource persons and schedule them into classrooms at teachers' requests. By January the program had been introduced to all schools. Programs included historical recollections, holiday customs, demonstrations, and a series on inventions. Use of the program increased dramatically as teachers spread the word and began to see the opportunities. Principals have also requested resources. The coordinator has shared names with the Learning Bank's Career Bank as well as with other Community and Adult Education Coordinators. At the end of May 223 separate programs had been given by 106 resource people to 6,287 students. All schools and age levels are using the program to supplement units, to add enrichment, to provide primary academic instruction, and to address social issues.

1986-87 Budget

Salary	\$11,200
Supplies & travel	\$ 1,065
	<u>\$12,265</u>

8. EARLY CHILDHOOD FAMILY EDUCATION

Funding for this program is through a grant separate from Community Education funds. The prime objective of EC/FE, coordinated by Rose Krumweide, is to provide educational opportunities for parents with children ages 0 to 5 and for expectant parents. State legislation requires substantial parent-child interaction time. While most classes are held weekday evenings, Saturday classes are being tried and summer opportunities will be explored. Two classrooms and office space are currently rented in the Middle School North Campus building. Telemarketing was tried this winter to increase enrollments. A home visitor worker is reaching out to attract new participants.

1986-87 Budget

Salaries	\$36,000
Equip. & supplies	\$12,400
Travel	\$ 1,200
Rental	\$ 6,000
	<u>\$55,600</u>

9. INTRAMURAL PROGRAM-JUNIOR HIGH

The intramural program is open to all 7th and 8th grade boys and girls. The program operates from November through March. Boys basketball will be offered in the fall; during the winter there will be girls volleyball and basketball. New next year would be a fall coed program of swimming and volleyball. Sessions are held at the Middle School South gym on Monday and Thursday nights with two gyms and two supervisors per night for a total of 36 sessions.

1986-87 Budget

Salaries \$ 2,224

10. MOORHEAD STATE UNIVERSITY SECONDARY SUMMER SESSION

MSU offers classes in French, German, creative writing, TV, film, dance, electronic music, computer science, drawing and painting. Twenty nine Moorhead students attended classes in 1985 (51 had attended the year before). Total enrollment for the Secondary Summer Session was 91. Total cost of the program was \$3,919.00. Community Education contributed \$1,000. \$750 was granted to this program in 1986-87.

1986-87 Budget

\$750

11. NEWSLETTER

Newsletters were mailed in October, December, March, and May. Articles put a greater emphasis this year on school news. School district employees are responding with ideas and articles and we tried to feature a District program in each issue. We will be mailing three newsletters in 1986-87.

1986-87 Budget

\$ 7,000

12. SABIN SOFTBALL

The committee of Sabin, Baker, Rustad, Comstock and Downer run a youth softball league. Moorhead Community Education funds provide supplies for this summer activity that serves about 350 youth from ages 5 to 17. Adults donate their time. The Barnesville School System pays towards youth from their district. Each community provides its own t-shirts.

1986-87 Budget

\$750

13. SENIOR CITIZEN EDUCATION PROGRAM

The Senior Citizen Education Program is coordinated by Mary Redlin. It provides educational opportunities to retired residents of SD 152. Programs are intended to provide social, intellectual, emotional, physical and or aesthetic stimuli for the older adult.

During 1985-86 weekly programs were offered at Fairmont East, Park View Terrace, River View and Sharp View housing centers and at two care centers, Moorhead Health Care and Moorhead Manor. For those living independently classes were available at Georgetown, the Moorhead Public Library and Our Redeemer Lutheran Church. Upon request, programs are furnished to the Moorhead Senior Center. Between July and December total attendance was close to 2,000. Weekly attendance in Georgetown averages fourteen.

Special programs included intergenerational programs, reminiscing and puppeteering. Classes have been offered in cooperation with the FM Symphony, American Bank and Trust, FM Heart Health, Arthritis Foundation, and other area health organizations and the YMCA Youth Development Program.

1986-87 Budget

\$17,400

14. SPECIAL NEEDS ADULT PROGRAM - New state legislation permits a school district to levy and receive state aid to provide programming to handicapped adults. Jane Rawlings was hired in January to help handicapped adults register for Adult Ed classes and to provide classroom aides where needed. Individual help in basic skills that goes beyond that offered in the AB/CE Program is also part of this program. The coordinator also works with the Good Times Club which provides social activities for mentally handicapped persons. A summer recreation program is being developed.

1986-87 Budget

\$16,400

15. YELLOW PAGES

The 1985 Yellow Pages were again sent with the fall adult class catalog. Expenses were cut by only printing enough to mail in catalogs going to school district residents (13,654 printed and 12,000 mailed).

1986-87 Budget

\$600

16. YOUTH BOARD

The Youth Board, coordinated by Diane Wray-Williams, is currently made up of 29 students, grades 7 through 12. Greatest interest is shown in grades 7-9. The Board meets monthly to plan and coordinate youth activities. Events this year included dances, trips, planning for post-prom party, adding a youth happenings phone line and summer activities.

For next year, Youth Board will continue to meet monthly, sponsor dances, summer job fair and summer brochure. Emphasis will be on working with other youth directors for better coordination and communication.

1986-87 Budget

Income		Expenditures	
Community Ed.	\$ 5,470	Salaries	\$ 4,300
Fees	\$ 5,000	Supplies	\$ 3,170
	<u>\$10,470</u>	Events	\$ 3,000
			<u>\$10,470</u>

17. YOUTH INTERVENTION

Funding for the Youth Intervention Officer is provided by a state grant, the city of Moorhead, Clay County, the school district and community education. Kent McCullough is the new officer assigned to the program. He has made presentations on sexual and physical abuse, vandalism, shoplifting, and drug and alcohol abuse. The Youth Intervention Officer served about 3,700 youth in 1985, including a normal caseload of 61 per year, 253 informal conferences, 114 youth in the Summer Youth Program and prevention talks in 110 classrooms.

Money requested from Community Education

1986-87

\$8,500

1986-87 COMMUNITY ADVISORY COUNCIL

Mark Voxland, Chairperson
3906 4th Street South
Moorhead, MN 56560
W-236-0864 H-236-5295
(Term Exp. '89)

Chris Olson, Secretary
Moorhead Public Library
Box 900
Moorhead, MN 56560
W-233-7594
(Term Exp. '87)

Dave Braton
3802 4th Street South
Moorhead, MN 56560
W-241-5410 H-236-6449
(Term Exp. '88)

Leanne Carter
Georgetown, MN 56546
H-861-6651
(Term Exp. '89)

Pat Frazee
2511 29th Avenue South
Moorhead, MN 56560
W-299-3624 H-233-2329
(Term Exp. '88)

Larry Gilbertson
411 Maple Lane
Moorhead, MN 56560
W-236-6400 (291) H-233-3354
(Term Exp. '89)

Dean Guida
Box 4
Sabin, MN 56580
W-236-2550 H-789-7694

Judy Haley
City of Moorhead
Box 779
Moorhead, MN 56560
W-299-5370 H-236-9367
(Term Exp. '89)

Nick Heisler
Box 4
Sabin, MN 56580
H-789-7514
(Term Exp. '87)

Judi Hollands
721 5th Street South
Moorhead, MN 56560
H-233-2377
(Term Exp. '88)

Mike Hulett
1313 17th Street South
Moorhead, MN 56560
W-299-5306 H-233-2566

Joy Johnson
821 1st Street South
Moorhead, MN 56560
H-233-3674
(Term Exp. '89)

Pam Lamb
2925 16th Avenue South
Moorhead, MN 56560
W-233-7514 H-233-7132
(Term Exp. '89)

Anne Larson
425 7th Street South
Moorhead, MN 56560
W-233-4980 H-233-0999
(Term Exp. '88)

Carol Moeckel
Carol's Craftique
Moorhead Center Mall
Moorhead, MN 56560
W-233-3220 H-236-1414
(Term Exp. '87)

Howard Murray
Probstfield
W-236-6400 H-233-6743
W-236-6400 H-233-6743
(Term Exp. '88)

Betty Tosterud
414 4th Street South
Moorhead, MN 56560
H-233-1960
(Term Exp. '87)

Marilyn Woods
2513 Fairway Drive
Moorhead, MN 56560
H-236-9917
(Term Exp. '89)

STAFF

Rose Andersen, Manager
Adult/Community Education
W-236-6469 H-236-6902

Mary Davies, Com. Ed. Coordinator
W-236-6277 (274) H-233-2175

Kay Batterman, Com. Resource Coord.
W-236-6400 (367) H-233-2581

Carole Kline, Com. Arts Coord.
W-236-6400 (367) H-235-1520

Rose Krumweide, Parenting Coord.
W-233-2499 H-235-6964

Mary Redlin, Sr. Citizen Coord.
W-233-6100 H-235-7411

Darla Roy, AB/CE Lead Teacher
W-236-6277 (268) H-233-3682

Diane Wray-Williams, Youth Bd. Coord.
W-236-8343 H-236-5663

Community Education

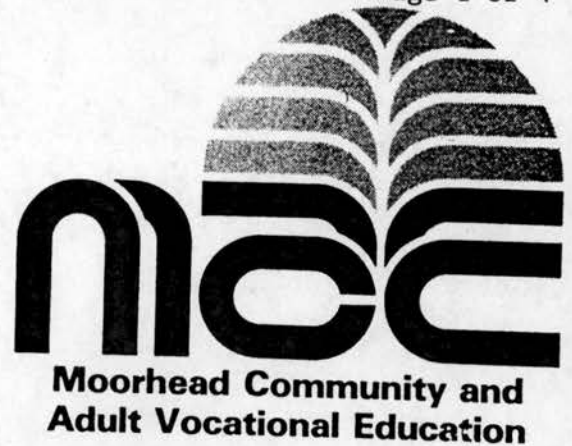
... school resources and learning opportunities are made available to the entire community and community resources are shared

Adult Vocational Education

... meeting the job-related needs of area businesses and workers.

"Hats off to Moorhead Community Education
Moorhead demonstrates balanced programming, K-12 integration with Community Education, lifelong learning, inter-agency cooperation and partnerships and a total community perspective.

from Centennial Spring, 1986
a newsletter of the Community Education Center, College of St. Thomas



ANNUAL REPORT 1985-86

Community Education involves more area residents in lifelong learning every year. This year we added a program to help handicapped adults take advantage of learning opportunities. We expanded our literacy program and the Early Childhood Family Education offerings. We again offered a wide variety of both avocational and vocational classes for adults.

Community Education also plays a role in helping school district residents, many of whom are not parents, understand and support the schools. The new Community Resource Program provides a beneficial link between the community and the schools.

We hope this report gives you a better idea of the variety of programs available to all the residents of School District 152 through Community and Adult Vocational Education.

Rose Andersen, Manager
Moorhead Community/Adult Education

COMMUNITY EDUCATION

From the toddler enrolled in a parent-child class to the retired person sharing firsthand knowledge of World War II with a high school class, Moorhead Community Education reaches out to all residents.

Community Education works in two directions, to strengthen both the schools and the community. Lifelong learning, support for the K-12 program and building a strong community are ways in which Community Education makes a difference.

Community Education promotes the concept of lifelong learning by providing programs for young children as well as adults. Educational opportunities are extended to those needing basic skills, and those restricted by handicaps. Community Education reaches out to the taxpayer without school-age children.

Support for the K-12 program comes through Community Education's use of community resources to enrich the classroom and provide after-school arts experiences.

Community Education strengthens our community by promoting partnerships with other agencies to build stronger programs.

The Moorhead School District combines Adult Vocational Education and Community Education under one program manager. The two programs work together to offer a wide-range of classes, workshops and training programs.

FUNDING FOR COMMUNITY EDUCATION

The Moorhead District levies \$3.40 per capita, raising \$118,306. The state provides a matching grant of \$27,161. Fees are charged in some programs, for example, adult



Tall Friends, Small Friends brought generations together to share and learn. Pictured are Elena Reinertson and Terri Gooselaw.

classes. This year the state provided a grant of \$116,000 for Early Childhood and Family Education and a new state law provided a grant for special needs of \$11,986. Each year the Community Education Advisory Council recommends programs and a budget to the Board of Education.

1985-86 COMMUNITY EDUCATION GOALS

Community Education programs are developed to meet identified needs in our community. Each year the Community Education Advisory Council determines community needs and develops goals to meet these needs, looking at other community resources to avoid duplication. Goals this year were to:

1. promote programs (GED, ESL, ABE and literacy) that help adults develop basic life skills
2. sponsor programs to meet the needs of youth
3. develop programs to strengthen parenting skills with special emphasis on parents of children 0-5 years
4. promote and foster school/community communications
5. support senior citizen activities
6. encourage use of available public buildings for recreation purposes
7. plan a community resource program to utilize community resources and talents, particularly those of senior citizens
8. recognize needs of special populations
9. help citizens understand and use technology
10. make arts programming available to everyone in the community, preschool through senior citizens

COMMUNITY EDUCATION MADE A DIFFERENCE!

LIFELONG LEARNING

- ✓ Over 11,000 adults took classes this year. The most popular subjects were child discipline, decorating sweatshirts, crochet, ballroom dancing, computers and photography.
- ✓ Ninety-one new classes were scheduled including T'ai Chi, Wiring you Home Phone, How to Buy a Used Car and English Smocking.
- ✓ The Senior Citizen Education Program reached older residents in retirement centers, nursing homes, living units and several community sites with programs on travel, crafts, birdwatching, local history, wellness topics and exercise.
- ✓ Tall Friends, Small Friends brought senior citizens and preschoolers together to play and learn.
- ✓ Adult Basic/Continuing Education provided instruction to 248 students. Forty people received their GED (High School Equivalency certificate).
- ✓ The Literacy Program used 35 volunteers to tutor adults who read below the fifth grade level.
- ✓ Classroom aides and tutoring in basic skills facilitated learning for handicapped adults.

SUPPORT FOR K-12 PROGRAM

- ✓ Community Arts offered after-school workshops in such subjects as modern dance, cartooning, wood-carving, origami and calligraphy.

- ✓ The new Community Resource Program supplied over 200 classroom presentations. Community resources were tapped to come into the classroom to talk on everything from the meaning of liberty to careers in agribusiness.
- ✓ An intramural program gave junior high students a chance to have fun and keep in shape.
- ✓ Community Education provided funds for a Chemical Outreach worker at the Senior High and contributed towards the Youth Intervention Officer.

A STRONGER COMMUNITY

- ✓ The Community Newsletter informed residents about the school and helped build a sense of community.
- ✓ The Youth Board spearheaded organization of Moorhead's first all-night teen party, post-Prom, a community effort to give youth an alternative to drinking and driving.
- ✓ Community Education staff worked with futurist Nelson Otto to anticipate and plan for community needs in the 1990's.
- ✓ A record number of families signed up for parenting activities at the new Early Childhood Family Education site at Middle School - North Campus.
- ✓ Early Childhood Family Education forged cooperative links with the YES program, Head Start, local hospitals, day cares and nursery schools and the Moorhead Public Library.

1985-86 PROGRAMS

adult classes	Yellow Pages
Chemical Outreach Worker	job training scholarships
literacy tutors	Community Newsletter
Adult Basic/Continuing Education/GED	junior high intramurals
*Sabin Softball	Youth Board
*MSU Secondary Summer School	Community Arts
*Youth Intervention Officer	Community Resource Program
Senior Citizen Education	activities for handicapped adults including
Early Childhood/Family Education	Good Times
	*Partially funded by Community Education

ADVISORY COUNCIL MEMBERS 1985-86

Mark Voxland, Chairperson	Pat Frazee	Carol Moeckel
Chris Olson, Secretary	Larry Gilbertson	Howard Murray
Charles Asplin	Dean Guida	Sue Porter
Dave Braton	Nick Heisler	Lynn Thompson
Ada Fick	Judi Hollands	Betty Tosterud
	Michael Hulett	Marilynn Woods
	Anne Larson	



Through the Community Resource Program, Hanny Wright visited a Riverside third grade class to talk about gardening.

ADULT VOCATIONAL EDUCATION

Appendix J-4
Page 4 of 4

Moorhead Adult Vocational Education serves area businesses with job training and continuing education programs. Classes, workshops and seminars are offered to upgrade and update skills of those already employed and to provide short programs to train persons for employment.

Continuing education is made available to health care personnel, firefighters, emergency services, school food service workers, realtors and insurance agents. As more occupations move to require continuing education, adult education tries to meet those needs.

Adult vocational training is offered in agriculture and farm management, office skills, business, computers, emergency services, trade and industrial, health, consumer homemaking, parent education and service occupations.

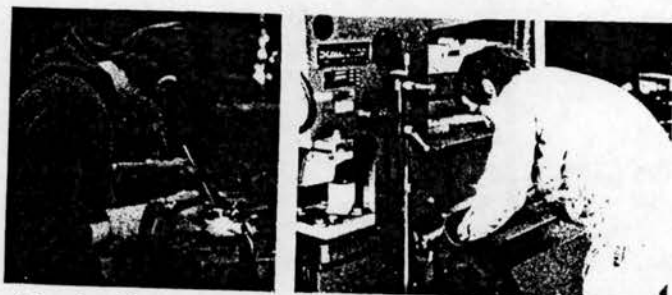
A full schedule of classes runs fall and winter with a more abbreviated session in the spring. Career exploration classes are available to adults who need direction in seeking or changing careers. Community Education funds are available to qualifying school district residents to help with tuition in adult vocational classes.

Customized training is offered in response to specific training needs. Computer and CPR classes are among the most popular. When practical, classes can be set up at the business site and can be offered at any time during the year.

ADULT VOCATIONAL ADVISORY COMMITTEE

The Adult Vocational Education Program keeps abreast of job-related needs through the input of its Advisory Committee members. They meet several times a year to offer their perspective on current business needs.

Serving on the Adult Vocational Advisory Committee this year were Sandy Petterson, Donna Peterson, Scott Holte, Carol Moeckel and Judy Skaug.



Moorhead Adult Vocational Education can set up courses to meet workers' needs.



Many residents turn to Moorhead Adult Education to develop computer skills.

ADULT VOCATIONAL ACCOMPLISHMENTS 1985-86

- 50 farm families were enrolled in the Adult Farm Management Program. Weekly marketing breakfasts were held to help farmers better understand how to market their product. A trip to Winnipeg gave farmers a chance to see the Canadian Wheat Board and Versatile Tractor.
- Moorhead AVTI received a state grant to provide consumer and family education opportunities to older adults.
- Emergency Medical Service training was provided to nine counties in western Minnesota.
- J. MacLachlan & Associates did a marketing study for Moorhead AVTI and reported that for adult education "The job done in Moorhead in the marketing area is outstanding".
- Adult Vocational Education provided training at the work site. For example, CPR was taught at a social service agency and computer instruction was given to an organization that had just purchased new personal computers.
- Adult Vocational Education provided training at the work site. For example; CPR was taught at a social service agency and computer instruction was given to an organization that had just purchased new personal computers.
- A new emphasis on health personnel offerings during the winter and spring resulted in nearly 500 enrolling in workshops or classes. Seventeen classes were offered.
- A class in retail merchandising was set up for an area shopping mall and retail merchants were the audience for shoplifting prevention classes.
- Computer classes helped many area residents improve and update their job skills. Fifty-four classes over the course of the year enrolled 675 area residents.

**MOORHEAD AREA
VOCATIONAL-TECHNICAL INSTITUTE
MOORHEAD PUBLIC SCHOOLS**
Bennett L. Trochilil, Superintendent
Oscar Bergos, Director, MAVTI
1900 28th Avenue South
Moorhead, Minnesota
218-236-6277

TOWNSITE CENTRE

INCOME & EXPENSE

F.Y.E. 6-30-82,83,84,85

REVENUES	81-82	82-83	83-84	84-85	85-86 Budget	86-87
Rentals	200019	201948	205892	201912	223530	212010
Interest	12049	14574	9425	8986	9000	9000
Misc			390	730		
Total	212068	216522	215707	211628	232530	221010
EXPENSES						
Management	7580	8977	9020	10719	10700	11500
Custodian Salaries	33528	37030	38958	42948	38490	40000
Electricity	21672	21650	23810	29612	31090	30000
Fuel	10828	8619	8729	8431	8850	8000
Other Utilites		3486	3943	4882	5180	5200
Contracted Services	4347	6687	4476	6856	7730	8000
Supplies	974	3666	3051	6814	7140	7000
Misc.	553	3500	227	57	200	200
Insurance	3450	3333	3458	3646	5400	5700
Fringe Benefits	6545	6500	7187	7913	7520	7800
Interested Expense	62896	62897	59192	59192	59200	64500
Depreciation & Amort.	86056	87022	88697	91038	91100	97000
Total	238429	253367	250748	272108	272600	284900
Revenues over (under) expenditure	-26361	-36845	-35041	-60480	-40070	-63890

AGENDA

JULY 1, 1986

BOARD OF EDUCATION

INDEPENDENT SCHOOL DISTRICT #152

S/mg/80 5
m. n.
7-1-86

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, July 1 at 6:30 a.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 Alexander _____
Curt Borgen _____	Ben Trochlil _____

I. CALL TO ORDER

II. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent

III. SUPERINTENDENT REQUESTS NOMINATIONS FOR CHAIR POSITION

IV. ORGANIZATION OF THE SCHOOL BOARD

- | | |
|--|-------------------|
| 1. Election of Officers | Appendix <u>A</u> |
| 2. Establish Meeting Dates and Times | Appendix <u>B</u> |
| 3. Establish Board's Per Diem Allowance | Appendix <u>C</u> |
| 4. Designate Official Newspaper | Appendix <u>D</u> |
| 5. Designate Official Depositories | Appendix <u>E</u> |
| 6. Designate School Attorney | Appendix <u>F</u> |
| 7. Consider Board Committee Appointments | Appendix <u>G</u> |

V. APPROVAL OF MINUTES Appendix H

Recommendation: Move to approve the minutes of June 10 and 24, 1986. (June 10 minutes are attached.)

VI. CONSIDERATION OF CLAIMS Appendix I

Comment: One Board member is needed to review bills on Wednesday, July 10.

VII. NEW BUSINESS

- | | |
|---|-------------------|
| 1. Consider Minnesota State High School League Membership | Appendix <u>J</u> |
| 2. Consider Minnesota School Board Association Membership | Appendix <u>K</u> |
| 3. Consider Tuition Fees for 1985-86 | Appendix <u>L</u> |

4. Consider Membership in the West
Central ECSU

Appendix M

5. Consider Membership in the Metro
ECSU

Appendix N

VIII. FOR YOUR INFORMATION

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

X. ADJOURNMENT

NEXT SCHEDULED MEETING _____

ORGANIZATION OF THE SCHOOL BOARD - 1986-87

1. Election of Officers

Appendix A

Explanation: The positions to be appointed are as follows:

Chair --
Vice-Chair --
Clerk --
Treasurer --

2. Meeting Date and Time

Appendix B

Explanation: Presently, regular meetings of the Board of Education are held on the second and fourth Tuesdays of each month at 5:00 p.m. and 7:30 p.m. respectively in the Board Room located at the Townsite Centre or other specified locations.

3. Per Diem Allowance

Appendix C

Explanation: The Board is compensated at the rate of \$2,400 per year and is reimbursed for necessary expenses incurred in performances of Board functions in accordance with policies relating to reimbursement. Officers are not paid additional compensation.

4. Designate Official Newspaper

Appendix D

Explanation: Refer to Appendix D-1.

5. Designate Official Depositories

Appendix E

Explanation: Presently, the Board has approved: First National; American Bank and Trust; Moorhead State Bank; American Federal Savings and Loan; Moorhead Federal Savings and Loan Association; F & M Marquette National; National City; Kiene-Wooters, Dain Bosworth, Merrill Lynch, Piper Jaffray & Hopwood; First Bank, Fargo National; Dakota Bank & Trust; NRX; American Savings & Loan; High Yield Management; Cit Bank-Card; MSBA Liquid Asset Fund Plus; and Goldstone Investments. Bonds are handled by American National, St. Paul; Norwest, Minneapolis; and First National, Minneapolis.

6. Legal Assistance

Appendix F

Explanation: Presently the School District obtains services on a time and material basis.

7. Appointments to Committees

Appendix G

Explanation: Listed are the committees established each year at the organizational meeting. (See Appendix G-1)

<u>COMMITTEE TITLE</u>	<u>REPRESENTATIVE(S)</u>	<u>REPRESENTATIVE(S)</u>
	<u>IN 1985-86</u>	<u>IN 1986-87</u>
Adopt-A-School	Sr. High-Seigel, Puppe Middle Schools-Fagerlie Edison-Hulett Probstfield-Guida Riverside-Borgen Washington-Hastad	
Athletic Council	Hastad - Puppe	
Attendance Task Force		
Calendar	Fagerlie	
CAPP (Comprehensive Arts Planning Program)	Guida	
Chemical Use (TAHC)	Fagerlie - Seigel	
City Planning	City Planning	
Clay County Voc. Center	Borgen - Hastad	
Community Education Advisory Council	Hulett - Guida	
Clay County Health Advisory Council	Seigel	
ComNet (MSBA Legislation)	Guida - Puppe	
Continuing Education	Hastad	
ECSU Metro	Hulett - Guida	
Futures Planning	Hastad - Seigel	
Joint Powers	Puppe - Seigel	
MAAVTI Association	Borgen - Puppe	

<u>COMMITTEE TITLE</u>	<u>REPRESENTATIVE(S) IN 1985-86</u>	<u>REPRESENTATIVE(S) IN 1986-87</u>
Negotiations	Guida (Chair) - Hulett (Vice-Chair) Borgen - Seigel Fagerlie - Puppe - Hastad	
PER	Hulett - Hastad	
Police Liaison	Borgen	
Policy Review	Fagerlie - Seigel	
S.T.E.P. Advisory Board	Seigel	
Sabbatical Leave	Hulett	
Technology Steering	Hulett	
Title I PAC	Guida	
Title IX Advisory Committee	Seigel - Fagerlie	
VRC (Vocational Relicensure Committee)	Fagerlie	

VII. NEW BUSINESS

1. M.S.H.S.L. Membership (Trochlil) Appendix J

Explanation: Minnesota Statutes 1980, Section 129.121 requires individual school boards, each year, to authorize membership in the Minnesota State High School League (M.S.H.S.L.) if they elect to delegate the regulation of their interscholastic athletic events and other extra-curricular activities to the League. Appendix J-1 is the resolution.

Recommendation: Move to approve the membership in the M.S.H.S.L. for the school year 1986-87.

2. Minnesota School Board Association Membership (Trochlil) Appendix K

Explanation: Appendix K-1 is the publication information distributed by the MSBA. The fee in 1985-86 was \$3,920.26.

Recommendation: Move to approve the membership in the Minnesota School Board Association for 1986-87 in the amount of \$_____.

3. Tuition Fees for 1986-87

(Jernberg)

Appendix L

Explanation: The district must establish a tuition fee for students attending our district, but who are living in another district. The following figures are recommended for the Board's consideration:

<u>Full Time Students</u>	
Kindergarten	\$1,542
Elementary	3,085
Secondary	4,319

A review of the calculations is found in Appendix L-1.

Recommendation: Move to approve the tuition figures as presented.

4. Membership in the West
Central ECSU

(Trochlil)

Appendix M

Explanation: Services the district receives for this membership are:

- Curriculum workshops
- Basic Skills workshops
- Knowledge Bowl
- Purchasing services
- Staff development
- Center for Education Excellence
- Employee Right to Know
- Regional Teacher Effectiveness Training
- Special education services in the areas of consultants
(vision, hearing, severe multiply handicapped,
emotionally disturbed)

Recommendation: Move to approve membership in the West Central Educational Cooperative Service Unit (ECSU) in the amount of \$ _____.

5. Membership in the Metro ECSU (Trochlil)

Appendix N

Explanation: Services the district receives for this membership are:

- Futures Planning
- Educational Technology
- New laws
- Trainers Network
- Minnesota Educational Effectiveness Program
- Principals Academy
- Annual Studies/Class Size/Staffing/Financial Profiles of
55 districts
- Staff Development Network
- District composite calendar

Recommendation: Move to approve membership in the Metropolitan Educational Cooperative Services Unit (Metro ECSU) in the amount of \$ _____.

5/mq/B0-5
min
7-1-86

Regular Meeting
Board of Education
Independent School District #152
July 1, 1986

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

The meeting was called to order by Ben Trochlil, acting Chairperson.

PREVIEW - Ben Trochlil previewed the agenda, adding Bank Services, Authorization of Procedures for the Investment of Excess Funds, Authorization of Payments for Goods and Services in Advance of Board Approval, Negotiations, Strategy Meeting with Paul Hetland and Remodeling at Middle School North Campus.

ORGANIZATION OF SCHOOL BOARD - ELECTION OF OFFICERS - Curt Borgen moved, seconded by Dean Guida to nominate Doug Fagerlie for the position of Chairperson for the 1986-87 school year. Motion carried.

Ben Trochlil turned the chair over to Doug Fagerlie at this time. Doug Fagerlie thanked Mike Hulett for his services this past year.

Anton Hastad moved, seconded by Mike Hulett to nominate Jeanne Seigel as Vice-Chairperson for the 1986-87 school year. Motion carried.

Mike Hulett moved, seconded by Dean Guida, to nominate Wayne Alexander as Clerk for the 1986-87 school year. Motion carried.

Curt Borgen moved, seconded by Dean Guida, to nominate Anton Hastad as Treasurer for the 1986-87 school year. Motion carried.

MEETING DATE AND TIME - Curt Borgen moved, seconded by Anton Hastad to hold regular meetings of the Board of Education the second and fourth Tuesdays of each month at 7:30 p.m. in the Board Room located at Townsite Centre or other specified locations and prepare a consent agenda format for the first meeting of the month where motions are made.

Wayne Alexander moved to amend the motion to add that reports are to be made at the second meeting of the month.

Curt Borgen moved, seconded by Anton Hastad, to amend the original motion to say, to hold regular meetings of the Board of Education the second and fourth Tuesdays of each month at 7:30 p.m. respectively in the Board room located at Townsite Centre or other specified locations and prepare a consent agenda format. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
July 1, 1986
Page Two

PER DIEM ALLOWANCE - Jeanne Seigel moved, seconded by Mike Hulett, that the Board be compensated at the rate of \$350.00 per month from now until January 1 at which time the rate would be \$400.00 per month. Motion carried by roll call vote: Seigel - yes, Guida - yes, Borgen - yes, Fagerlie - yes, Hulett - yes, Alexander - yes, Hastad - no.

DESIGNATE OFFICIAL NEWSPAPER - Mike Hulett moved, seconded by Dean Guida, to accept the bid from The Forum as the official newspaper for the School District. Motion carried.

DESIGNATE OFFICIAL DEPOSITORIES - Mike Hulett moved, seconded by Dean Guida, to designate the official depositories for the School District: First National; American Bank and Trust; Moorhead State Bank; American Federal Savings and Loan; Moorhead Federal Savings and Loan Association; F & M Marquette National; National City; Kiene-Wooters, Dain Bosworth, Merrill Lynch, Piper Jaffray & Hopwood; First Bank, Fargo National; Dakota Bank & Trust; NRX; American Savings & Loan; High Yield Management; Cit Bank-Card; MSBA Liquid Asset Fund Plus; and Goldstone Investments. Bonds are handled by American National, St. Paul; Norwest, Minneapolis; and First National, Minneapolis. Motion carried.

LEGAL ASSISTANCE - Dean Guida moved, seconded by Curt Borgen, to obtain legal services on a time and material basis. Motion carried.

APPOINTMENTS TO COMMITTEES - The following committee representatives for 1986-87 were approved:

Adopt-A-School	Sr. High - Hulett, Seigel
	Middle Schools - Borgen
	Edison - Hastad
	Probstfield - Fagerlie
	Riverside - Guida
	Washington - Alexander
Athletic Council	Borgen - Hulett
Attendance Task Force	Hastad - Seigel (alternate)
Calendar	Fagerlie
CAPP (Comprehensive Arts Planning Program)	Guida
Chemical Use (TAHC)	Borgen
City Planning	Lacher
Clay County Voc. Center	Hastad - Borgen (alternate)
Community Education	Fagerlie - Guida
Advisory Council	
Comparable Worth	Hulett
Clay County Health	Seigel
Advisory Council	

Regular Meeting
Board of Education
Independent School District #152
July 1, 1986
Page Three

APPOINTMENTS TO COMMITTEES (continued)

ComNet (MSBA Legislation)	Guida - Alexander
Continuing Education	Hastad
ECSU Metro	Hulett - Guida (alternate)
Futures Planning	Alexander - Seigel
Joint Powers	Seigel - Alexander
Learning Bank	Hastad
MAAVTI Association	Borgen - Guida
Negotiations	Hulett (Chair)
	Guida (Vice-Chair)
PER	Hastad - Alexander
Police Liaison	Hulett
Policy Review	Hastad - Hulett
Quality Circles	Seigel
S.T.E.P. Advisory Board	Seigel
Sabbatical Leave	Fagerlie
Technology Steering	Hastad
Title I PAC	Guida
Title IX Advisory Committee	Borgen - Seigel
VRC (Vocational Relicensure Committee)	Fagerlie

ADDED BOARD MEETINGS - The Board discussed the idea of two to three extra meetings in 1986-87 to study Goals and Objectives.

APPROVAL OF MINUTES - Mike Hulett moved, seconded by Anton Hastad, to approve the corrected minutes of June 10 and 24, 1986. Motion carried.

CONSIDERATION OF CLAIMS - Mike Hulett will review bills on Wednesday, July 10 and official approval will be made at the July 22 meeting.

M.S.H.S.L. MEMBERSHIP - Curt Borgen moved, seconded by Anton Hastad, to approve the M.S.H.S.L. Membership for the school year 1986-87. Motion carried.

MINNESOTA SCHOOL BOARD ASSOCIATION MEMBERSHIP - Mike Hulett moved, seconded by Anton Hastad, to approve the membership in the Minnesota School Boards Association for 1986-87 in the amount of \$4,289.47. Motion carried.

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TUITION FEES FOR 1986-87 - Bob Jernberg reviewed the tuition fees for students attending our district but who are living in another district.

Anton Hastad moved to refer the policy back to the administration for further study. There was no second to the motion.

Doug Fagerlie asked for approval of the tuition fees as stated in the agenda. There was no response.

Mike Hulett seconded the motion made by Anton Hastad to refer the policy back to the administration for further study. Motion carried.

MEMBERSHIP IN THE WEST CENTRAL ECSU - Anton Hastad moved, seconded by Mike Hulett, to approve membership in the West Central Educational Cooperative Service Unit (ECSU) in the amount of \$1,200.00 for the 1986-87 school year. Motion carried.

MEMBERSHIP IN METRO ECSU - Mike Hulett moved, seconded by Jeanne Seigel, to approve membership in the Metropolitan Educational Cooperative Services Unit (Metro ECSU) in the amount of \$2,066.00 for the 1986-87 school year.
Motion carried.

BANK SERVICES - Jeanne Seigel moved, seconded by Anton Hastad, to approve the banking services of Norwest Bank. Motion carried.

AUTHORIZATION OF PROCEDURES FOR THE INVESTMENT OF EXCESS FUNDS - Dean Guida moved, seconded by Curt Borgen to approve for the 1986-87 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 and the resolution be attached to the minutes. Motion carried.

AUTHORIZATION OF PAYMENTS FOR GOODS AND SERVICES IN ADVANCE OF BOARD APPROVAL - Curt Borgen moved, seconded by Jeanne Seigel, to approve for the 1986-87 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 identified payments in advance of Board approval when necessary. Motion carried.

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NEGOTIATIONS STRATEGY MEETING - Curt Borgen moved, seconded by Dean Guida, to meet with Paul Hetland on July 22 at 3:00 p.m. on negotiations strategy. Motion carried.

REMODELING AT NORTH BUILDING - Curt Borgen moved, seconded by Jeanne Seigel, to approve the remodeling at North Campus to add a EMH classroom. Motion carried.

OTHER PERTINENT ITEMS

- *Reservations for the MSBA Convention on January 18-20, 1987, will be changed to the Hyatt.
- *The minutes of the Site Development Meetings will be distributed to the School Board.

Wayne Alexander, Clerk

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min
7-1-86

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Board of Education
Independent School District #152
July 1, 1986

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

The meeting was called to order by Ben Trochlil, acting Chairperson.

PREVIEW - Ben Trochlil previewed the agenda, adding Bank Services, Authorization of Procedures for the Investment of Excess Funds, Authorization of Payments for Goods and Services in Advance of Board Approval, Negotiations Strategy Meeting with Paul Hetland and Remodeling at Middle School North Campus.

ORGANIZATION OF SCHOOL BOARD - ELECTION OF OFFICERS - Curt Borgen moved, seconded by Dean Guida to nominate Doug Fagerlie for the position of Chairperson for the 1986-87 school year. Motion carried.

Ben Trochlil turned the chair over to Doug Fagerlie at this time. Doug Fagerlie thanked Mike Hulett for his services this past year.

Anton Hastad moved, seconded by Mike Hulett to nominate Jeanne Seigel as Vice-Chairperson for the 1986-87 school year. Motion carried.

Mike Hulett moved, seconded by Dean Guida, to nominate Wayne Alexander as Clerk for the 1986-87 school year. Motion carried.

Curt Borgen moved, seconded by Dean Guida, to nominate Anton Hastad as Treasurer for the 1986-87 school year. Motion carried.

MEETING DATE AND TIME - Curt Borgen moved, seconded by Anton Hastad to hold regular meetings of the Board of Education the second and fourth Tuesdays of each month at 7:30 p.m. in the Board Room located at Townsite Centre or other specified locations and prepare a consent agenda format for the first meeting of the month where motions are made.

Wayne Alexander moved to amend the motion to add that reports are to be made at the second meeting of the month.

Curt Borgen moved, seconded by Anton Hastad, to amend the original motion to say, to hold regular meetings of the Board of Education the second and fourth Tuesdays of each month at 7:30 p.m. respectively in the Board room located at Townsite Centre or other specified locations and prepare a consent agenda format. Motion carried.

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PER DIEM ALLOWANCE - Jeanne Seigel moved, seconded by Mike Hulett, that the Board be compensated at the rate of \$350.00 per month from now until January 1 at which time the rate would be \$400.00 per month. Motion carried by roll call vote: Seigel - yes, Guida - yes, Borgen - yes, Fagerlie - yes, Hulett - yes, Alexander - yes, Hastad - no.

DESIGNATE OFFICIAL NEWSPAPER - Mike Hulett moved, seconded by Dean Guida, to accept the bid from The Forum as the official newspaper for the School District. Motion carried.

DESIGNATE OFFICIAL DEPOSITORIES - Mike Hulett moved, seconded by Dean Guida, to designate the official depositories for the School District: First National; American Bank and Trust; Moorhead State Bank; American Federal Savings and Loan; Moorhead Federal Savings and Loan Association; F & M Marquette National; National City; Kiene-Wooters, Dain Bosworth, Merrill Lynch, Piper Jaffray & Hopwood; First Bank, Fargo National; Dakota Bank & Trust; NRX; American Savings & Loan; High Yield Management; Cit Bank-Card; MSBA Liquid Asset Fund Plus; and Goldstone Investments. Bonds are handled by American National, St. Paul; Norwest, Minneapolis; and First National, Minneapolis. Motion carried.

LEGAL ASSISTANCE - Dean Guida moved, seconded by Curt Borgen, to obtain legal services on a time and material basis. Motion : carried.

APPOINTMENTS TO COMMITTEES - The following committee representatives for 1986-87 were approved:

Adopt-A-School	Sr. High - Hulett, Seigel
	Middle Schools - Borgen
	Edison - Hastad
	Probstfield - Fagerlie
	Riverside - Guida
	Washington - Alexander
Athletic Council	Borgen - Hulett
Attendance Task Force	Hastad - Seigel (alternate)
Calendar	Fagerlie
CAPP (Comprehensive Arts Planning Program)	Guida
Chemical Use (TAHC)	Borgen
City Planning	Lacher
Clay County Voc. Center	Hastad - Borgen (alternate)
Community Education	Fagerlie - Guida
Advisory Council	
Comparable Worth	Hulett
Clay County Health	Seigel
Advisory Council	

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APPOINTMENTS TO COMMITTEES (continued)

ComNet (MSBA Legislation)	Guida - Alexander
Continuing Education	Hastad
ECSU Metro	Hulett - Guida (alternate)
Futures Planning	Alexander - Seigel
Joint Powers	Seigel - Alexander
Learning Bank	Hastad
MAAVTI Association	Borgen - Guida
Negotiations	Hulett (Chair)
	Guida (Vice-Chair)
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