



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, February 23, 1988 at 4:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil

Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie _____	Allen Lund _____
Jeanne Seigel _____	Anton Hastad _____
Michael Hulett _____	Wayne Alexander _____
A. C. (Curt) Borgen _____	Bennett Trochlil _____

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- *IV. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

- V. COMMUNICATIONS
- VI. OPPORTUNITY FOR CITIZENS TO SPEAK
- VII. "WE ARE PROUD"
 - 1. In 1987, the United Way of Cass-Clay implemented plans to inform and involve area students by having them serve on one of their allocation review panels. Appointed by the Moorhead Technical Institute Student Senate to serve in this capacity is Heidi Dittmer, 220 South 6th Street, Moorhead, MN. Heidi is a first year student in the Fashion Merchandising program.

VIII. MOORHEAD TECHNICAL INSTITUTE AGENDA

A. UNFINISHED BUSINESS

1. Consider Board Resolution (Johnson) Appendix A
Regarding Northwest Minnesota
Education Consortium

Explanation: Appendix A-1 is the resolution pertaining to the Northwest Minnesota Education Consortium.

Recommendation: Move to adopt the resolution supporting that location of the Agricultural Product Utilization Institute be located at the University of Minnesota at Crookston, Minnesota.

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

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. North Central Update (Trochlil) Appendix B

Explanation: Mr. Phil LeBeau, State Director, will review with the Board the results of the North Central Visitation on February 23.

Recommendation: For your information.

-
2. Consider Course Additions - (Jernberg) Appendix C
Senior High

Explanation: Proposals have been presented for addition of five new courses at Moorhead Senior High School. After discussion with the school and at the PER Committee meeting, one was withdrawn. The Per Committee recommends that two proposed offerings, Industrial Education for EMH students and Industrial Education for TMH students receive further study.

Two new offerings are recommended by PER and administration. These include Advanced Placement Chemistry and Affective Skill Development for Adolescents. These will be briefly presented by staff. Course descriptions are found in Appendices C-1 & 2.

Recommendation: Move to approve Advanced Placement Chemistry and Advanced Skill Development for Adolescents as Senior High Course offerings beginning in fall, 1988-89.

3. Consider North Campus
Remodeling Bid Award

(Lacher)

Appendix D

Explanation: Bids were opened February 18, 1988, for the construction work. Our budget is \$170,000. Tabulation of bids is shown in Appendix D-1.

We had eight bids ranging from \$242,700 to \$195,815. Total project costs will be around \$210,000. It will be necessary to finance the additional \$40,000 from 1989-90 capital programs or reduce the 1988-89 capital program.

Recommendation: Move to award the base bid to:

KBW Associates, Inc. \$165,890

Alternate 1 - Folding partition between classrooms 7,080

Alternate 2 - Operable walls in music area 22,845
\$195,815

4. Consider Personnel

(Bergen)

Appendix E

Maternity Leave

Sheila Robley - Occupational Therapist District Wide, on or about April 25, 1988 for the remainder of the 1987-88 school year

Change in Contract

Mary Flesberg - Computer Instructor in Elementary Education, 213 hours, \$5,073.66

Leave of Absence

Debera Frey - Teacher for Vision Impaired, Senior High, from April 18 through June 3, 1988

Gayle Meehleib - Aide, Washington, from March 7 through June 3, 1988

Early Retirement

Nancy Barlow - Related Communications Instructor, Moorhead Technical Institute, effective May 25, 1988

Resignation

Jan Olson - Early Childhood Aide, Riverside/Lincoln, effective February 29, 1988

5. Consider Resolution
for Reductions in
Programs and Positions

(Bergen)

Appendix F

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

Recommendation: Move to approve the resolution listed in Appendix F.

Explanation: The district has received First Aid Kits for the the nurse's office at North Campus, South Campus, Edison, Probstfield and Riverside, from the Moorhead VFW. The value of the kits is approximately \$600.00.

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

X. FOR YOUR INFORMATION

Appendix Z

1. Project Budget - Lacher - (Appendix Z-1)
2. Futures Article - Appendix Z-2
3. MSFSA Executive Board - (letter from Mary Bonomeyer to the MSFSA Executive Board) - Appendix Z-3

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Policy Review	Monday, Feb. 22	7:00 p.m.	Townsite
Chamber of Commerce Public Issues (Hotel/Conference)	Tuesday, Feb. 23	7:30 a.m.	Ramada
North Central Visitation (Phil LeBeau, Executive Director)	Tuesday, Feb. 23	All Day	District- Wide
Inventors Fair	Thursday, Feb. 25	7:00 p.m.	Probstfield Gymnasium
Athletic Council	Tuesday, Mar. 1	7:00 a.m.	Townsite
MSBA Workshop	Wednesday, Mar. 2	6:45 p.m.	Fergus Falls
Joint Powers	Thursday, Mar. 3	7:00 a.m.	City Hall
State Wrestling	March 3-5		St. Paul
MSBA School Board Member Day at Capitol	Tuesday, Mar. 8		St. Paul
State Hockey Tournament	March 10-12		St. Paul
PER	Thursday, Mar 17	7:00 a.m.	Townsite
MN Student Inventors Congress Regional Fair	Saturday, Mar. 26	1:00 p.m.	Fergus Falls Westridge Mall
METRO Inventors Convention	Tuesday, Mar. 29	7:00 p.m.	Senior High Gymnasium

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

1. Reports - The following groups have met and representatives may wish to report:
 - °Sports Center - Borgen
 - °Policy Review - Seigel/Hastad
 - °PER - Alexander
 - °Superintendent's Advisory Council - Trochlil
 - °Community Education Advisory Council Minutes - November 30, 1987 - Hastad/Hulett - Appendix Z-5
2. "What's Going On In The Moorhead/Fargo/West Fargo Areas?"
3. Contracts for Central Administration and Supervisors
4. Spectator Behavior at Athletic Events
5. March Agenda for Board
 - °Planning - Review of Survey...needs, wants, dreams of district personnel...management plan
 - °Summer School Program
 - °Legislation

X. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, March 8, 1988

School Board Resolution RE: Northwest Minnesota Education Consortium

IT IS RESOLVED by the School Board of Moorhead School District No. 152 that we support the Northwest Minnesota Education Consortium's quest to attract community based economic development by working with the Greater Minnesota Corporation, its Agricultural Product Utilization Advisory Board, and other agencies, and

FURTHER BE IT RESOLVED, that this consortium will facilitate the applied research of existing markets; coordinate the development and utilization of technological innovation and adaptation; promote contract research for individuals and businesses; and establish a coordinating mechanism to cooperatively promote product and resource development, and

FURTHER BE IT RESOLVED, that the diversity of the ten post-secondary institutions in this consortium consisting of Bemidji, Detroit Lakes, East Grand Forks, Moorhead, and Thief River Falls Technical Institutes; Fergus Falls Community College and Northland Community College at Thief River Falls; Bemidji and Moorhead State Universities; and the University of Minnesota-Crookston have existing professional staff and facilities to carry out the mission of the Agricultural Product Utilization Institute, and

FURTHER BE IT RESOLVED, that the location of the Agricultural Product Utilization Institute be located at the University of Minnesota at Crookston, Minnesota.

Moorhead School District No. 152
Adopted 2/23/88

ADVANCED CHEMISTRY - Full Year 1.5 credits Prerequisite - chemistry

Students enrolled in advanced chemistry must have satisfactorily completed the regular chemistry course. The course is designed as a first year college chemistry equivalent program complete with one three-hour laboratory exercise per week.

Students enrolled in the course will be expected to master the basic ideas of stoichiometry, chemical bonding, kinetics, thermodynamics and equilibrium.

The course consists of five hourly lecture periods per week and one three-hour experimental laboratory experiences from 6:00 PM - 9:00PM per week.

Students who perform well in advanced chemistry will receive four quarter hours credit for the lecture and one quarter hour credit for the laboratory exercises from Moorhead State University. Students also have the option of taking the Advanced Placement Test in chemistry to earn college credit in chemistry.

Learner Outcomes

1. Students will learn what formulas mean, how they can be used to find the mass percents of the elements in a compound and how they can be determined by experiment.
2. The student will examine the direction of heat flow, the magnitude of heat flow expressed in kilojoules and experimentally determine the sign and magnitude of the heat flow.
3. The student will describe the angles between the bonds formed by a central ion, the orientation of other atoms around a central atom and the chemical properties of an atom as determined by its electronic structure.
4. The student will examine the hydrogen compounds of the nonmetals, the oxygen compounds of the nonmetals, compounds formed by the halogens with nonmetals, phase equilibria and concentrations of solutions.
5. The student will examine the factors which influence reaction rate.
6. The student will examine the factors of atmospheric chemistry.
7. The student will examine the complex ions and the role they play in inorganic chemistry.

ELECTIVEAFFECTIVE SKILL DEVELOPMENT FOR ADOLESCENTS - Semester; grades 9-12; $\frac{1}{2}$ credit.

Do you want to have more power and control in your life? Do you want to know yourself better? Do you want to learn some new ways of dealing with your friends, parents, teachers and others?

Through the activities in this course, students will develop the interpersonal skills necessary to relate positively and effectively with peers, parents, teachers and supervisors. Because students interact daily with other people, learning and practicing these ideas and skills will help them have more control over what happens to them at school, at home and at work. Understanding their own behavior and how it affects what happens to them will give students a better chance of succeeding.

Those enrolled in the course do all their classwork in the class. No homework is assigned. Grades are determined by individual effort in earning points. In order to enroll in Affective Skill Development for Adolescents, students need approval from their guidance counselor before being accepted into the course. The course is limited to fifteen students per semester.

Learner Outcomes

Students enrolled in Affective Skill Development for Adolescents will learn how to:

- develop strong, positive self images and view themselves as winners.
- act from an internal locus of control in a self-directed manner.
- communicate effectively by accurately conveying and understanding verbal and nonverbal messages.
- stand up for themselves expressing their opinions and feelings without denying the rights of others.
- make decisions to resolve issues in a logical, productive manner.

TABULATION OF BIDS

MIDDLE SCHOOL - NORTH CAMPUS REMODELING
INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Foss Associates
Architecture, Engineering & Interiors
Moorhead, Minnesota

PROJECT NO. 8607-50

BID OPENING: February 18, 1988

GENERAL CONTRACTORS	BID SECURITY	ADDENDUM	CALENDAR DAYS	BASE BID - ALL WORK	NAME OF MECHANICAL SUBBIDDER & BID AMOUNT	NAME OF ELECTRICAL SUBBIDDER & BID AMOUNT	ALT. NO. 1 - OPERABLE WALLS BETWEEN CLASSROOMS 6 AND 7 (ADD)	ALT. NO. 2 - OPERABLE WALLS AT MUSIC AREA & ENSEMBLE AREA REMODELING (ADD)
Advance Structures, Inc. Fargo, North Dakota	X	X	130	188,990	GIBB 75,887	MURPHY 19,050	7,100	22,400
CEI Contractors Fargo, North Dakota	X	X	90	191,400	GIBB 75,987	M. 19,050	7,950	25,100
CM of North Dakota, Inc. Fargo, North Dakota	X	X	150	187,000	PETERSEN 78,937	M. 19,050	8,000	18,600
Diversified Builders Fargo, North Dakota	X	X	150	191,985	GIBB 75,187	19,050	5,375	24,834
J.E. Krieg & Sons, Inc. Fargo, North Dakota	X	X	120	209,500	75,887	19,050	7,500	25,700
* KBW Associates, Inc. Fargo, North Dakota	X	X	91	165,890	GIBB 75,187	19,050	7,080	22,845
Smithco Construction Fargo, North Dakota	X	X	90	186,930	75,887	19,050	6,100	24,500
D.C. Trautman Company, Inc. Fargo, North Dakota	X	X	150	190,846	75,187	19,050	5,980	24,300

#195,215

Member _____ introduced the following resolution
and moved its adoption

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

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

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

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

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

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

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

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

and the following voted against

whereupon said resolution was declared duly passed and adopted.

I

PROJECT BUDGET

<u>REFERENDUM</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BALANCE</u>
<u>REVENUE</u>			
Referendum:	\$2,500,000.00	\$2,456,250.00	(\$43,750.00)
Interest Income:		\$273,638.00	\$273,638.00
	TOTAL	\$2,729,888.00	\$229,888.00
<u>EXPENDITURES: COMPLETED</u>			
Bond Issuance Costs:		\$16,855.55	(\$16,855.55)
Sr. High Tennis Courts:	\$30,000.00	\$17,981.03	\$12,018.97
Middle School Transformers:	\$60,000.00	Hazardous Special Levy	\$60,000.00
Replacement Windows:			
Riverside	\$20,000.00	\$72,324.50	(\$52,324.50)
Washington			
Edison			
Lincoln			
Middle Schools Energy Consv:	\$168,600.00	498,500.00	(\$329,900.00)
Roof Replacement:			
Edison	\$200,000.00	800,746.53	207,253.47
Washington	\$200,000.00		
(2) Middle Schools	\$438,000.00		
Townsite	\$170,000.00		
	\$1,008,000.00	CHARGE TO TOWNSITE LEASING FUND	
*Site Development:	\$898,700.00	\$1,033,600.00	(\$134,900.00)
(See Attached Letter From Foss)			
Architect & Engineer Costs:	\$156,928.00	\$143,899.00	\$ 13,029.00
Technology	\$250,000.00	\$250,000.00	
	\$2,592,228.00	\$2,833,906.61	(\$241,678.61)

Revenue: \$2,729,888.00 - Exp. \$2,833,906.61 = (\$104,018.61)

Townsite Boilers	\$102,003.00
Townsite Tuck Pointing	\$112,717.00
Townsite Roof	\$170,000.00
	<u>\$384,720.00</u>
Fees	23,083.00
Transferred to C.O. from Townsite	- 156,106.21
Financed by future transfer from Townsite Leasing	<u>\$251,696.79</u>

FUNDING1

FUTURISTS OFFER '88 FORECASTS

Each year the World Future Society publishes forecasts for the years ahead. These forecasts are made by scientists, scholars, researchers, and others who write for the Society's magazine, The Futurist.

To mark the new year, the society's editors have chosen forecasts they found the most thought-provoking of the past year. Some selections are:

- ° Mind-reading computers may be possible by the turn of the century. These telephathic machines - utilizing microsensors that can detect electrical activity in various parts of the brain - would pick up human thoughts, edit and enhance them, and place them on a screen in front of the thinker, all in a matter of seconds.
- ° Transplant surgery may allow elderly women to have children and retarded persons to achieve normal intelligence. Demand for transplantable organs will grow; eventually, people may have themselves cloned so they can have a set of spare parts.
- ° U.S. society will increasingly be dominated by single people. Fewer children will be born, more money will be spent on adult luxuries and amusements, and singles will have an increasingly strong voice in how taxes are spent or cities are planned.
- ° Due to economic troubles, bartering may account for 50 percent of world trade by 1990, up from 20 percent today.
- ° Powerful supercomputers and interactive computer workstations may soon make it possible to accurately predict the weather more than three months in advance or as little as a few hours away.
- ° There will be 100,000 Americans aged 100 years or older in the year 2000.
- ° Aromas that affect people's mood may be manufactured to keep drivers alert on long trips or to ease the tension of hospital patients.
- ° Today's high-school students will have to be prepared to change jobs or careers at least 10 times during their lifetimes.

The World Future Society is a non-profit scientific and educational association with headquarters in Bethesda, Maryland.

These "most thought-provoking forecasts" were drawn from an eight-page report called "Outlook '88". This report, listing nearly 100 forecasts made over the past year, is available for \$3 from the World Future Society, 4916 St. Elmo Ave., Bethesda, MD 20814.



Minnesota School Food Service Association, Inc.

TO: MSFSA EXECUTIVE BOARD

FROM: MARY BONEMEYER

DATE: FEBRUARY 18, 1988

SUBJECT: ASFSA INDUSTRY SEMINAR

The ASFSA Industry Seminar was held on January 10-13, 1988 at the 100 year old Hotel Del Coronado in San Diego, California. Approximately 450 people attended the conference including 14 Minnesotans from MSFSA and industry. The seminar theme was "Focus On Managing Change."

The conference speakers emphasized that in order to effectively manage the future we need to open up our minds to changing times. We need to accept the challenge of managing change rather than allowing it to manage us. Change is the new definition for status quo. For every change in society, there is a direct effect on education. For every change in education, there is a direct effect on the management and operation of our schools. We need to put our emphasis on planning - not on problems. How we manage change will be the key to our future success.

The conference opened Sunday afternoon with keynote speaker, James Belasco. He spoke of characteristics possessed by high performance companies including a high customer orientation and people based management. The excellence in how we treat our employees will be reflected in the excellence in which they perform. Regarding change, he said we tend to overvalue what we have and undervalue what we might gain through change.

Workshop sessions were presented on Monday. Topics included computers, marketing and communications, employee training, legislation and food service technology.

The program on Tuesday included a very interesting panel discussion on the future of education and the role of school food service by members of our allied organizations - Association of School Business Officials, National School Board Association and American Association of School Administrators.

Points of interest included the following comments:

- Importance of establishing partnership and networking. We can't expect to achieve our goals on our own. We need cooperation between industry and public education in order to serve our constituency effectively.
- Nutrition education will not receive the separate and individual kind of importance it needs in schools because of growing demands on curriculum. We need to integrate nutrition education into existing curriculum areas of math, science, social studies and language arts.
- We need to get people involved in our association so we have power - power to influence (i.e. legislation).

A panel discussion on food service facilities, equipment and design was presented by members of industry and school food service directors. The focus was on the development of an upbeat noninstitutional image for our food service facilities.

To help us deal with change, sessions on Wednesday included time and stress management and wellness. Wellness is more than the absence of disease. Individual wellness and the establishment of employee wellness programs were discussed. Upon completion of a questionnaire, each participant received an individualized health risk appraisal.

John Bode, Assistant Secretary of Agriculture was the keynote speaker at a luncheon featuring California grown foods. He discussed changes and improvements in commodity operations including new packaging, a quarterly commodity newsletter for distributing agencies and school food service directors, a commodity description book and recipe cards.

Thank you for the opportunity of representing MSFSA at this excellent seminar.

ASFSASEM

COMMUNITY EDUCATION ADVISORY COUNCIL
NOVEMBER 30, 1987
7:30 P.M.
MTI STAFF LOUNGE

MEMBERS PRESENT: Dave Braton, Chris Olson, Mark Voxland, Marilyn Woods, Anton Hastad, Joy Johnson, Dick Jones, Mike Hulett, Pat Frazee, Anne Larson, Howie Odden

STAFF PRESENT: Kay Batterman, Mary Redlin, Diane Wray-Williams, Carole Kline, Rose Andersen

GUESTS: Connie Estenson, Deb Torkelson

Pat Frazee called the meeting to order.

The minutes from our last meeting were discussed. Last month the rent was raised from \$4,800 to \$5,400 for the Adult Basic Education classroom at Townsite Centre. The Council recommended that we get written leases for any rentals that we have within the district so we have a commitment for the year. A motion was made and seconded to accept the secretary's notes.

Connie Estenson, the Chemical Outreach Counselor from the High School, reported. She is presently involved in the Concerned Persons Program which runs ten to twelve weeks and teaches kids to detach from a drinking friend or person. It is primarily for kids from alcoholic families. She and Jim Thom run a support group for kids coming out of treatment. In addition, they have a drug/alcohol awareness training for kids who have been caught drinking at a school function. She shared some of the stories of students she is working with.

Diane Wray-Williams, Youth Board Coordinator, introduced the booklet that she worked on and that was funded by a chemical use committee called, "Parents Can Make A Difference." It contains guidelines for hosting a party, attending parties, curfews, the SADD contract, recommendations for detection of drug/alcohol problems, danger signs for suicide and where to call for help. A question was raised concerning the need for a place for youth to meet. This is going to be discussed at Saturday's Youth Board meeting.

Deb Torkelson reported on Intramurals. The first block is coed which involved open swim and other activities. She did suggest that the Monday night swim was overstaffed because there are lifeguards on duty at the pool in addition to intramural staff. The second block will be basketball for boys and the third block volleyball for girls. She suggested that we offer a coed softball intramural program in the spring.

Kay Batterman reported on the Community Resource program. This fall she has visited with each of the school principals about the program. She shared a listed of resource people that have participated in the program from the local colleges. She also reported on specific programs that had been offered this fall. A question was raised as to how the program is promoted. This is done through talking to teachers at staff meetings,

sharing the brochure and a newsletter that is published every other month. We also discussed video-taping programs.

Mary Davies, Jane Rawlings, Claudia Simon, Darla Roy, Joyce Overboe, Kay Batterman, Diane Wray-Williams, Carole Kline are attending the National Community Education Conference this week in Minneapolis.

Carole Kline from Community Arts talked about her program that is being offered at the Middle School. They are working on a melodrama, "No, No, A Million Times No!" It will be pseudo-dinner theatre with costumes donated. John VanderMaten will direct the play. Hopefully as many as 50 students can participate. She is planning to offer some after school workshops in conjunction with the melodrama. The total costs are the same as the play that was produced at Middle School South last year.

Mary Redlin talked about the Senior Citizen Intergenerational activity that was held on Community Education Day, November 17. The emphasis was to link the generations through today's education system. They had a tour of several buildings and interaction with students in the classroom. The feedback from the day was very positive from the schools and the older adults. Anton Hastad suggested that the concepts of that program be extended to other adults who live the community, if possible.

Meeting was adjourned at 9:30.

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min
3. 2. 88

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, March 2, 1988 at 6:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie	Allen Lund
Jeanne Seigel	Anton Hastad
Michael Hulett	Wayne Alexander
A. C. (Curt) Borgen	Bennett Trochlil

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent

*IV. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

V. COMMUNICATIONS

VI. OPPORTUNITY FOR CITIZENS TO SPEAK

VII. "WE ARE PROUD"

1. Congratulations to Swimming Coach Tracy Hegna, divers Kyle Schiefert & Scott Hurner for their excellent performance at Regionals. Kyle advanced to State competition March 12.
2. Brian Mancini placed 5th and Tim Kickson finished 7th in the MN State wrestling championship in St. Paul.

VII. "WE ARE PROUD" (continued)

3. Diane Wray-Williams, Coordinator for the Youth Board Program in Community Education, was one of the women who received a "Marvelous Minnesota Award" as part of "Women Come to the Capitol Day", on February 29.
4. This year's Moorhead members of the Junior Board at First Bank, Fargo, are Lisa Gring and Tim Nokken.
5. The following students were winners in the Moorhead High School Invitational meet: Extemporaneous Reading - Ann Tandy (fourth); Humorous Interpretation: Wendy Wilkinson (third); Serious Prose Interpretation: Ann Tandy (tied for third) and Amy Felland (tied for fourth); Serious Poetry Interpretation: Ann Tandy (second); Varsity Extemporaneous Speaking: Andrew Knighton (first) and Scott Pearson (fourth).

VIII. MOORHEAD TECHNICAL INSTITUTE AGENDA

A. UNFINISHED BUSINESS

1. Consider Bid Award (Lacher) Appendix A

Explanation: Bids were opened for a copy machine at Moorhead Technical Institute on Monday, March 7. The bid summary will be available at the meeting.

Recommendation: If the bid summary can be completed, a recommendation will be presented at the meeting.

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2. Consider Farm Business (Togstad) Appendix B
Management Program Expansion

Explanation: Moorhead Technical Institute's program application for expansion of the Farm Business Management Program was approved by the State Board of Vocational Technical Education on February 9, 1988. Appendix B-1 is a copy of the letter of notification sent by Joe Graba, State Director.

Recommendation: Move to approve the expansion of the Farm Business Management Program at Moorhead Technical Institute.

-
- *3. Consider Appointment of (Togstad) Appendix C
Dentists as Non-Paid Staff

Explanation: Dental Assistant students at Moorhead Technical Institute participate in an internship program in the Fargo-Moorhead area. A list of these practitioners is attached for your review and approval (Appendix C-1)

Recommendation: Move to approve the list of dental practitioners for the dental assistant internship program.

*4. Consider Contribution (Togstad) Appendix D

Explanation: Moorhead Community Adult Education has received a donation of \$20.00 from Lawrence Menzel, Manager of K-Mart, 2301 University Drive, Fargo, to the Moorhead Literacy Project for publicity materials.

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

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

A. UNFINISHED BUSINESS

1. Consider Student Activity (Trochlil) Appendix E
Fee Policy (Code: IGDE)

Explanation: Appendix E-1 is the policy, Student Activity Fee (Code: IGDE) that has been approved by the Policy Review Committee. The first reading was at the March 8th meeting.

Recommendation: Move to approve the Student Activity Fee Policy (Code: IGDE).

- 2. Consider Crisis (Trochlil) Appendix F
Intervention Policy
(Code: JHB-A)

Explanation: Appendix F-1 is the policy, Crisis Intervention (Code: JHB-A) that has been approved by the Policy Review Committee. The first reading was at the March 8th meeting.

Recommendation: Move to approve the Crisis Intervention Policy (Code: JHB-A)

- 3. Review Management Plan (Trochlil) Appendix G
for 1988-90

Explanation: Discussion is in order for the development of the 1988-90 Management Plan. Please refer to the March 8 agenda as to expectations. Be prepared to indicate your highest priorities for the two years.

Recommendation: For discussion purposes.

B. NEW BUSINESS

1. Review Capital Outlay (Jernberg) Appendix H

Explanation: This is the first opportunity for the Board to review the Capital Outlay budget for 1988-89. The discussion will include line items, fund balances, and levy information (Appendix H-1).

Recommendation: For discussion purposes.

2. Consider Personnel

(Bergen)

Appendix I

New Employee

Melisa Eriksmoen - Shop Assistant, Moorhead Technical Institute, effective March 8, 1988, \$6.70 per hour

Mary Anstadt - EMH Aide, Washington, 3.5 hours daily at \$6.70 per hour, effective March 28, 1988

Leave of Absence

Tom Hall - Education Leave from April 5 to the end of the 1987-88 school year

Resignation

Mary Shimabukuro - Science teacher, Senior High, effective at the end of the 1987-88 school year

Summer School

Howard Murray - Director of Summer School, \$2,200.00

Darrel Tomlinson - Ass't. Director of Summer School - \$600.00
(Mr. Tomlinson will also have one teaching period without students for administrative duties)

Recommendation: Move to approve the personnel changes as shown.

3. Review Asbestos Abatement (Lacher)
Senior High

Appendix J

Explanation: The total cost of the abatement work and related restoration is estimated at \$2,976,240. We received a Federal grant of \$775,783 and a loan of \$1,093,576 interest free with a payback schedule of twenty years for a total of \$1,869,359. The \$1,106,881 over the grant and loan along with the loan payback of \$60,754 will be levied under the hazardous levy authority (Appendix J-1).

Suggested October 1988 - \$395,700 October 1989 - \$395,700

EPA Loan Pay Back:	Other Locations	\$ 15,588
	High School	60,754
	Total	\$ 76,342

Semi-annual	Payments:	June	\$ 38,171
		December	\$ 38,171

Recommendation: For discussion purposes.

*4. Consider Summer Migrant
Education Program

(Jernberg)

Appendix K

Explanation: The State of Minnesota Migrant Education Program has approved our ECIA Chapter I Migrant Project Summer Program in the amount of \$131,800.89 to provide summer migrant school at Thomas Edison Elementary School. Jim Nigg will continue to be director of the Migrant Program.

Recommendation: Move to accept the summer migrant project funds in the amount of \$131,800.89.

*5. Consider Claims

(Lacher)

Appendix L

Explanation: Approval is requested for financial aid grant checks to Moorhead Technical Institute students for spring quarter. Check registers will be available at the meeting.

Totals: Pell grants \$96,780.97

SEOG grants 600.00
\$97,380.97

Recommendation: Move to approve claims as indicated.

X. FOR YOUR INFORMATION

Appendix Z

1. Spring Election Dates:

Saturday, April 2	- First day to apply for absentee ballots
Monday, April 4	- First day to file for office
Tuesday, April 19	- Last day to file for office
Monday, May 2	- Last day to set election precinct boundaries, polling places and appoint election judges
Saturday, May 7	- Last day to post notice of election
Tuesday, May 10	- Last day to publish notice of election
Monday, May 16	- Last day to apply for absentee ballots
Tuesday, May 17	- Spring election day

CALENDAR OF EVENTS

<u>Place</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Education Fair	Friday, Mar. 18 Saturday, Mar. 19	4:00-6:00 p.m. All Day	West Fargo High School
National Ag Day Observance (Chamber of Commerce)	Monday, Mar. 21	11:00 a.m. - 5:30 p.m.	Holiday Mall & Center Mall
Calendar Committee	Monday, Mar. 21	5:30 p.m.	Townsite
Managing AIDS in the Workplace (Chamber of Commerce)	Wednesday, Mar. 23	8:30 a.m. - 4:30 p.m.	Regency Inn
NSBA Convention	Friday, Mar. 25 - Tuesday, Mar. 29		New Orleans
Policy Review	Monday, Mar. 28	7:00-9:00 p.m.	Townsite
Metro Inventors Convention	Tuesday, Mar. 29	7:00 p.m.	Senior High Gymnasium
Academic Letter Award Night	Tuesday, Mar. 29	7:30 p.m.	Senior High Auditorium
Spring Break	Friday, Apr. 1 - Monday, Apr. 4		
Elementary, North & and South Campus Teacher Workshop (no school for students)	Tuesday, Apr. 5		

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

1. Reports - The following groups have met and representatives may wish to report:
 - °Calendar - Fagerlie, Lund
 - °Sports Center Expansion - Borgen, Hulett
 - °Athletic Council - Lund
 - °Title IX - Lund
 - °Joint Powers - Seigel
 - °Superintendent's Advisory Council - Trochlil
 - °Labor Management - Trochlil
 - °Long Range Planning - Alexander, Seigel
 - °Community Education - Hastad
2. Legislation Update - Trochlil
3. "What's Going On In The Moorhead/Fargo/West Fargo Areas?"
 - °
 - °
 - °

XII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, April 12, 1988 - 7:30 p.m.

Minnesota
State Board of Vocational
Technical Education
Capitol Square Bldg.
550 Cedar Street
St. Paul, MN 55101

February 25, 1988

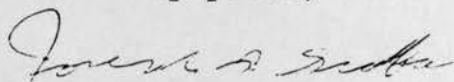
Mr. Nate Johnson, Director
Moorhead Technical Institute
1900 28th Avenue South
Moorhead, MN 56560

Dear Mr. Johnson:

I am pleased to inform you that your program application for expansion of Farm Business Management Program was approved by the State Board of Vocational Technical Education on February 9, 1988.

You are hereby authorized to operate this program in accordance with the policies of the State Board of Vocational Technical Education and subject to the availability of funds.

Sincerely yours,



Joseph P. Graba
State Director
State Board of Vocational Technical Education

JPG/ag

cc: Mr. Craig Froke
Mr. John Murray
Mr. Verne Spengler





Moorhead Technical Institute

1900 28th Avenue South, Moorhead, Minnesota 56560

(218) 236-6277

MEMO

TO: Dr. Keith Togstad, Manager of Curriculum & Instruction

FROM: Ms. Pennie Humphrey, Program Director *PH*
Dental Assisting Department

SUBJECT: Clinical Internship Off-Campus Affiliates

DATE: February 17, 1988

Please submit the following names of dental practitioners to the Board of Education at the next regularly scheduled meeting. Please request their approval of the following off-campus clinical facilities:

Dr. Jon Anderson	- Fargo, ND
Dr. Tom Anderson	- Moorhead, MN
Dr. Wayne Christianson	- Moorhead, MN
Dr. William Congdon	- Bismarck, ND
Dr. Jay Erickson	- Fargo, ND
Dr. Thomas Fellman	- Fargo, ND
Dr. Chris Hieb	- West Fargo, ND
Dr. Mike Joyce	- Fargo, ND
Dr. William Larson	- Dilworth, MN
Dr. Chuck Klemz	- Fargo, ND
Dr. Allen Rostad	- Barnesville, MN
VA Dental Clinic:	- Fargo, ND
-Dr. Brad Kasson	
-Dr. LeRoy Hagen	
-Dr. Patricia Arola	
Dr. John Volkerding	- Fargo, ND
Dr. David Dobmeier	- West Fargo, ND

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION I.S.D. #152	DISTRICT CODE: IGDE DATE ADOPTED: 3-8-88 *
---	--

STUDENT ACTIVITY FEE
Moorhead Public Schools
Moorhead, Minnesota

I. PROCEDURES

1. Students unable to pay the activity fee will not be denied the right to participate in a student activity. Building administrators will make this decision using the Free School Lunch eligibility guidelines as the determining factor.
2. Fees will be collected as follows:
 - a. Middle Schools - students pay in the Principal's Office
 - b. Senior High School - students pay in the Athletic Director's Office
 - c. Elementary Schools - students pay in the Principal's Office
3. In athletic events which require tryouts, students will not be expected to pay the fee until the final cut for the squad has been made.
 - a. In other non-tryout sport activities, students will be expected to pay the fee prior to participation in the first event.
4. Student activity fee refunds will be made (if requested in writing) because of injury, illness or moving out of the district according to the following guidelines:
 - a. full fee refund if less than one-half of the activity season is completed;
 - b. no fee refund if more than one-half of the activity season is completed.
5. Students who drop out of the activity will forfeit the activity fee.
6. The student manager of an athletic team is not expected to pay an activity fee.
7. In declamation activities, students can prepare their selection and can participate in one meet without the fee being charged. If they choose to continue, they will be required to pay the activity fee.

IGDE (continued)

8. If students who provide their own musical instruments are requested to switch to a school-owned instrument to obtain a balance in instrumentation, no fee will be required.
9. The maximum fee charged to any family in a given year will be \$50.00. Seventh and eighth grade students will be charged for no more than a maximum of three sports each year.

10. An activity fee will be charged for the following:

<u>Senior High Activities</u>	<u>Fee</u>	<u>Middle School Activities</u>	<u>Fee</u>
Baseball	\$15.00	Baseball	\$10.00
Basketball	15.00	Basketball	10.00
Cross Country	15.00	Cross Country	10.00
Football	15.00	Football	10.00
Golf	15.00	Golf	10.00
Gymnastics	15.00	Gymnastics	10.00
Hockey	15.00	Hockey	10.00
Soccer	15.00	Soccer	10.00
Softball	15.00	Softball	10.00
Swimming	15.00		
Tennis	15.00		
Track	15.00		
Volleyball	15.00		
Wrestling	15.00		
Cheerleading (per season)	5.00		
Band/Orchestra Rental (per semester)	10.00	Band/Orchestra Rental (per semester)	10.00
Debate	15.00	Debate	10.00
Declamation	5.00	Declamation	5.00

*Replacement of Policy Dated 7-12-83

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION I.S.D. #152	DISTRICT CODE: JHB-A DATE ADOPTED:
---	---------------------------------------

CRISIS INTERVENTION

The School District acknowledges that staff members encounter students and personnel in crisis resulting from situations such as but not limited to:

- ° serious illness or death of a student, or of a close relative or friend of a student
- ° serious illness or death of a staff member
- ° suicide or other threats to a student's physical or psychological well-being
- ° harmful chemical involvement
- ° changes in the composition of one's family for any reason
- ° unemployment of a parent or guardian or other tragedy that would traumatize school-age children and youth

The psychological, emotional and educational impact of such crises can be significant for the individual, family and the school community.

In accordance with Minnesota Health and Welfare guidelines (M.S. 144.344) which mandate that a minor child will receive necessary treatment for a life-threatening physical or mental illness, the School District charges the Crisis Intervention Policy Committee to establish and maintain a plan of action for identifying, preventing, and intervening in crisis situations and a plan of action for postvention. The plan is to include an appropriate response to crises affecting an individual building or a district-wide population.

The building principal is responsible for designating a crisis intervention team in each building. The principal insures that all personnel in their building are informed annually of this policy and of the procedural guidelines which comprise the action plan.



FOSS ASSOCIATES
Architecture Engineering & Interiors

March 16, 1988

Summary of Meeting - March 9, 1988

Re: Asbestos Abatement, 1988
Moorhead Senior High School
Independent School District No. 152
Moorhead, Minnesota #8607-45

In Attendance: Dr. Ben Trochlil
Robert Lacher
Glen Winter
Lynn Lammer
Willis Stelter

c: Dr. Ben Trochlil
Robert Lacher
Orv Kaste
Pat DeLaPointe
Lynn Lammer
Carson Longtine
Jerry Hartford
Denise Drake

The following was discussed:

1. Thursday, April 28, 1988 is anticipated as a possible bid[^]date. It is envisioned that the School Board could hold a special meeting at noon on Monday, May 2, 1988 to award contracts. This would give the time period over the weekend for evaluation of the bids.
2. We reviewed a suggested work list and the cost of each item of work. See attached March 9, 1988 Estimate of Probable Construction Cost which has been revised to reflect the discussion from this meeting.
3. The budget of \$250,000 for extending return air ductwork above the ceiling includes the following:
 - A. A ducted return air system in the affected asbestos abatement area in lieu of using the ceiling space as a return air plenum.
 - B. Some new fan equipment. Three new larger fans are being anticipated.
 - C. Improvement of the filtration equipment. Electronic filtering is not recommended due to the need for considerable maintenance. In comparison electronic filtration is not even normally used for an operating room where high purity levels are required. It was agreed at the meeting that the return air system will be in the base bid and not on an alternate bid.
4. Liquidated damages were discussed. Tentatively the liquidated damages that would be incurred by the prime contractor would be \$5,000 per day for going over the end of the project completion time and \$2,000 per day for going over the number of days that are allowed for the asbestos removal. In addition, tentatively the contractor would be paid \$2,000 per day up to 10 days for completing the project in advance of the specified completion date.

Summary of Meeting - #8607-45
Page 2
March 16, 1988

5. Independent School District No. 152 will dispose of the PCB ballasts from the fluorescent lights.
6. The switchboard will be moved into a mobile home parked adjacent the Senior High School. The school does not wish any school employees to be inside any part of the building during the abatement process.
7. It was agreed that due to time constraints asbestos abatement work will not be completed in the summer of 1988 in the north wing of the building consisting of the kitchen, auditorium, and music areas. It is anticipated, due to the length of the projected abatement work and the short time left for reconstruction, that there would not be adequate days during the summer vacation period to perform this work.
8. We discussed the fact that the upper floor will be the last portion of the building in which the asbestos abatement will be completed. There is a very short time frame from the completion of the abatement to the time that school starts. A contingency plan should be developed by the school in case it is impossible to complete this phase of the work over the summer months.
9. The monitoring technicians laboratory can be located in the north wing of the High School.
10. It was agreed to delay the construction of the vertical handicapped access lift at the shop area until another time, perhaps over 1988 Christmas vacation.
11. The team is working on various ideas to purge the existing ducted air system of dust before turning the system on and allowing that dust to blow into the building. This may possibly be done by temporary filters installed at the termination of each duct.
12. Consider in the specifications whether or not the carpet manufacturers listed have open lines or if they are closed (only one approved dealer in the area or a number of approved dealers). The Owner prefers carpet lines that have open dealerships so that bids can be obtained from a number of suppliers in the area on that one particular brand.

Summary by,

Willis Stelter, AIA
Foss Associates

WS/lr

Attachment



FOSS ASSOCIATES
Architecture Engineering & Interiors

March 9, 1988

ESTIMATE OF PROBABLE CONSTRUCTION COST

Re: Asbestos Abatement
Moorhead Senior High School
Independent School District No. 152
Moorhead, Minnesota #8607-45

(The following estimate was compiled by Midwest Asbestos Consultants.)

WORK TO BE ACCOMPLISHED SUMMER OF 1988

<u>Asbestos Abatement in Affected Area</u>	
Removal, Disposal and Decontamination	\$1,250,000
Monitoring	70,000
	<u>\$1,320,000</u>

<u>Architectural in Affected Area</u>	
Re-fireproof Structure	\$ 130,000
New Ceilings	130,000
Extend Corridor Walls and Sound Walls to Structure Above	115,000
Replace Exposed Insulation Above Ceilings	10,000
Paint Walls and Door Frames	50,000
Replace Carpet	25,000
Miscellaneous	5,000
	<u>\$ 465,000</u>
5% Surcharge for Condensed Work Schedule	\$ 23,250
	<u>\$ 488,250</u>

<u>Mechanical in Affected Area</u>	
Energy Management System	\$ 50,000
Add Return Air Ducts Above Ceiling	250,000
Reinsulate Piping and Equipment	60,000
System Evaluation, Fire Dampers, Miscellaneous	30,000
	<u>\$ 390,000</u>
5% Surcharge for Condensed Work Schedule	\$ 19,500
	<u>\$ 409,500</u>

Estimate of Probable Construction Cost - #8607-45
Page 2 - March 9, 1988

<u>Electrical in Affected Area</u>	
Lighting and Reinstall Ceiling Items	\$ 160,000
Additional Electrical Panel	15,000
Fire Alarm Update	40,000
Miscellaneous Items Requested to be Done at this Time	10,000
	<u>\$ 225,000</u>
5% Surcharge for Condensed Work Schedule	\$ 11,250
	<u>\$ 236,250</u>
 <u>Recap of Above</u>	
Abatement	\$1,320,000
Architectural	488,250
Mechanical	409,500
Electrical	236,250
	<u>\$2,454,000</u>
1% Minnesota Tax	\$ 24,540
	<u>\$2,478,540</u>
Design Compensation	\$ 102,000
	<u>\$2,580,540</u>
 WORK TO BE ACCOMPLISHED AFTER SUMMER OF 1988 UNDER SEPARATE CONTRACTS	
<u>Asbestos Abatement Work</u>	
North Wing	\$ 240,000
Pool Equipment Room	20,000
Monitoring	10,000
	<u>\$ 270,000</u>
1% Minnesota Tax	\$ 2,700
	<u>\$ 272,700</u>
 <u>Other Miscellaneous Work</u>	
Handicapped Provisions	\$ 40,000
Auditorium Curtains	15,000
Auditorium Curtain Rigging and Tracks (if needed)	8,000
Paint Lockers (Corridor and Athletic)	35,000
Miscellaneous Drapes and/or Shades	5,000
	<u>\$ 103,000</u>
Added Design Compensation for Separate Contracts	\$ 20,000
	<u>\$ 395,700</u>
 GRAND TOTAL - ALL WORK ABOVE	 <u><u>\$2,976,240</u></u>

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

8. 119. 805-
Cm 12. 88
Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, January 12, at 6:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil

Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie _____
Jeanne Seigel _____
Michael Hulett _____
C. A. (Curt) Borgen _____

Allen Lund _____
Anton Hastad _____
Wayne Alexander _____
Bennett Trochlil _____

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent

IV. APPROVAL OF MINUTES

Appendix A

Recommendation: Move to approve the minutes of December 8, 15, and 22, 1987.

*V. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

Recommendation: Move to approve the items on the consent agenda.

*VI. CONSIDERATION OF CLAIMS

Appendix B

VII. COMMUNICATIONS

VIII. OPPORTUNITY FOR CITIZENS TO SPEAK

IX. "WE ARE PROUD"

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

A. UNFINISHED BUSINESS

1. Consider Capital Outlay (Jernberg) Appendix C
Guidelines

Explanation: At the September 22 Board meeting, the Board discussed preliminary Capital Outlay guidelines. The Board will be updated as to progress regarding potential revision. The final Capital Outlay budget will be brought to the Board for adoption in March or early April.

Recommendation: Move to adopt the preliminary Capital Outlay Guidelines as presented.

B. NEW BUSINESS

1. Review NCA K-12 Program - (Jernberg) Appendix D
Math

Explanation: Enclosed is a copy of the 1987 North Central Association Report on K-12 Curriculum...Math, as compiled by North Central Association Validation Committee.

Recommendation: Move to accept the North Central Association report and to direct staff in each building to: review the report; and, to present reactions and a plan of action in response to the recommendations presented.

- 2. Consider Financial Audit (Lacher) Appendix E

Explanation: Eide Helmeke & Co. has proposed an agreement for the financial audit of K-12 and Moorhead Technical Institute (Appendix E-1).

<u>Year</u>	<u>Fee</u>	<u>Increase</u>	<u>% Inc.</u>
1986-87	\$21,700.00		
1987-88	22,350.00	\$650.00	3% (proposed)
1988-89	22,950.00	600.00	2.7% (proposed)

Recommendation: Move to approve the proposed fees from Eide Helmeke & Co. for preliminary financial audits for fiscal years 1987-88 and 1988-89.

3. Consider Property and
Liability Coverage

(Lacher)

Appendix F

Explanation: Appendix F-1 is a summary of quotations received on the district's coverage and recommendations from Mr. Munighan of Warner & Co..

Recommendation: Move to approve continued coverage with CIGNA Insurance Co., including \$1,000,000.00 liability and school board errors and omissions insurance to National Union Insurance Co.

	<u>1987-88</u>	<u>1986-87</u>	
Basic Coverage	\$84,916.00	\$82,000.00	
Boiler Coverage	2,845.00	2,550.00	
Errors and Omissions	<u>3,751.00</u>	<u>6,099.00</u>	
	\$91,512.00	\$90,649.00	\$863.00 = .96%

4. Consider Personnel

(Bergen)

Appendix G

Resignation

Lee Shook - Band, Middle School South Campus, effective December 22, 1987

Maternity Leave

Jackie Mann - Social Studies, Senior High, March 11 to April 25

Cathy Kimball - Food Service, beginning March 25, 1988, approximately six weeks

Leave of Absence

Janice Olson - EC:SE Aide, Riverside, for two months, effective January 5, 1988

Add to Contract

Ann Dahl - Riverside, added .214 time to Reading, beginning January 4, 1988, BA+30 (1) \$21,678.00 x .214 = \$2,701.89 (106 days)

5. Consider Transfers -
Trust Account

(Lacher)

Appendix H

Explanation: Board approval is requested for transfers to/from as shown in Appendix H-1.

Recommendation: Move to approve transfers as shown above.

6. Consider Rental Renewal (Bergen)

Appendix I

Explanation: Region I requests rental of 1,800 sq. ft. of storage space at \$3.25 per sq. ft. for \$5,850.00 or \$487.50 monthly for November 1, 1987, through June 30, 1988.

Recommendation: Move to approve the rental request for Region I as shown above.

XI. FOR YOUR INFORMATION

Appendix Z

1. Moorhead Public Service Department has provided materials and in-service to pilot a program of electrical safety for grades K-3 at Washington School. Grade level chairpersons will also be in-serviced so that the program can be implemented in all elementary buildings in the fall of 1988, assuming the pilot is successful.
2. 1986-87 Food Service Audit - Actions in response to audit comments are shown in Appendix Z-2.
3. Futures Article - Appendix Z-3

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Learning Bank	Tuesday, Jan. 12	7:15 a.m.	Fargo Board Room
Governor Perpich Interagency Program Public Hearing	Tuesday, Jan. 12	3:00 - 5:00 p.m.	Townsite
Title IX	Thursday, Jan. 14	7:00 a.m.	Townsite
Leadership Moorhead	Thursday, Jan. 14	1:00 p.m.	Heritage Center
Superintendent's Advisory Council	Thursday, Jan. 14	7:15 p.m.	Townsite
MSBA Convention & School Board Retreat	Saturday, Jan. 16 - Tuesday, Jan. 19		Minneapolis
Intergovernmental Retreat	Friday, Jan. 22	1:00 p.m.	Detroit Lakes
Elementary MEEP Teams (no school for elementary students)	Monday, Jan. 25	All Day	Elementary Buildings
Winter Adult/Community Education Classes Begin	Monday, Jan. 25		
National School Volunteer Program - MN Annual Conference	Friday, Feb. 26	7:30 a.m.- 3:30 p.m.	Hopkins

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

1. Committee Reports
2. "What's Going On In the Moorhead/West Fargo/Fargo Area?"
3. School Board Travel Budget
4. Contracts - Central Administration and Supervisors

XIII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, January 26, 1987

Regular Meeting
Board of Education
Independent School District #152
December 8, 1987

Members Present: Douglas Fagerlie, Allen Lund, Jeanne Seigel, Wayne Alexander, Michael Hulett, Anton Hastad and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and the audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding Supplemental Educational Opportunities Grant (SEOG) Claims, Contract With Developmental Services, Inc., Extension of Indian Education Home/School Liaison Coordinator Contract, Credit by Departmental Examination Policy, Superintendent's Trip to Georgia, and Supervisors and Central Administration Contracts.

Fagerlie was called out of the meeting at 7:45 on a business emergency.

APPROVAL OF MINUTES - Hastad moved, seconded by Lund, to approve the minutes of November 10 and 24, 1987. Motion carried.

CONSENT AGENDA - Alexander moved, seconded by Hulett, to approve the following items on the consent agenda: Special Education Donation, Donation of Supplies to Moorhead Technical Institute, Contract with Developmental Services, Inc., Extension of Indian Education Home/School Liaison Coordinator Contract and Donation of Supplies to Moorhead Technical Institute.

CLAIMS - As part of the consent agenda, the Board approved the claims, subject to audit, in the amount of \$496,726.61.

GENERAL FUND	\$ 141,372.54
FOOD SERVICE	30,268.93
TRANSPORTATION FUND	77,588.32
COMMUNITY SERVICE	8,938.03
CAPITAL EXPENDITURE	38,997.86
BUILDING CONST	63,410.74
MAVTI-GENERAL FUND	97,706.75
MAVTI COMM SERVICE	4,377.69
VO-TECH CAP. OUTLAY	22,283.00
REPAIR & BETTERMENT	6,426.00
STUDENT FUNDS	853.01
TOWNSITE CENTRE	4,303.74
FUND 19	200.00
 TOTAL	 \$ 496,726.61

As part of the consent agenda, the Board approved the Supplemental Educational Opportunities Grant (SEOG) Claims, subject to audit, in the amount of \$253,124.86.

Regular Meeting
Board of Education
Independent School District #152
December 8, 1987
Page Two

BOUNDARY CONFIGURATION COMMITTEE REPORT - Fred Wright, chair of the Boundary Configuration Committee, reviewed the final report with the Board which was completed at their meeting December 7.

The North Middle School Space Study, recommendations for Middle School North Campus remodeling, and five options were discussed.

The Board thanked the committee for the work they have done on this report and stated it was well done and extremely comprehensive. They requested the administration to set a timeline for bid documents and come back to the Board with recommendations in early January.

The committee unanimously recommended Plan 2 to the Board for consideration for the fall of 1988:

"Fifth and sixth graders at North Campus and Washington Schools in 1988. The plan will be re-evaluated annually to reorganize K-4 boundaries as needed to reduce numbers at Washington. Fifth graders from all attendance areas will be integrated into all classrooms."

Hulett moved, seconded by Lund, to accept the Boundary Configuration Report as presented. Motion carried.

CONSIDER SPECIAL EDUCATION DONATION - As part of the consent agenda, the Board accepted the donation of \$100.00 from the Class of 1937 to the Special Services Department and directed the administration to send a letter of thanks.

DONATION OF SUPPLIES TO MOORHEAD TECHNICAL INSTITUTE - As part of the consent agenda, the Board accepted the donation of plastic laminate from Youngblood Lumber Company.

NEW POSITIONS AT MOORHEAD TECHNICAL INSTITUTE - Paul Molick informed the Board that because of increased effort in their marketing effort the Moorhead Technical Institute is in need of a marketing specialist and marketing secretary.

Alexander moved, seconded by Lund, to approve the new marketing specialist and marketing secretary positions at Moorhead Technical Institute.

Regular Meeting
Board of Education
Independent School District #152
December 8, 1987
Page Three

CONTRACT WITH DEVELOPMENTAL SERVICES, INC. - As part of the consent agenda, the Board approved the contract with Developmental Services, Inc. for conducting vocational assessments and to provide supervised supported work opportunities for moderate to severely mentally handicapped and the mild/moderately mentally handicapped students.

EXTENSION OF INDIAN EDUCATION HOME/SCHOOL LIAISON COORDINATOR CONTRACT - As part of the consent agenda, the Board approved the co-mingling of Title IV Indian Education funds with State Special Education reimbursements to increase the Home/School Liaison Coordinator contract to an average of four hours and forty-five minutes per day for January 4, 1988 through June 3, 1988, to help allow the completion of a project.

TEACHERS CONTRACT - Rod Bergen reviewed the 1987-88 teacher settlement with the Board.

Hulett stated the Board would like to commend the teacher representatives and administration on how they dealt constructively with the issues and the great deal of cooperation shown in open sharing of information. Hastad stated this is an example of the caliber of the the people involved. Wayne Ingersoll reiterated Hulett's statement and stated he was pleased that the contract was settled at an early date. Total cost of the contract over two years is \$1,513,012 for 10.49% in salaries and fringe benefits.

Hulett moved, seconded by Hastad, to approve the labor agreement for teachers negotiations as stated. Motion carried.

FINAL APPROVAL OF 1987-88 BUDGET - Trochlil reviewed a preliminary and tentative memorandum outlining the fiscal management of the district including budget planning, fiscal management goals, budget deadlines and schedules of assumptions for budgeting.

Hastad recommended to include a line item in the budget for contingencies.

TAX ANTICIPATION CERTIFICATES - Hulett moved, seconded by Alexander, to authorize the business office to take the necessary steps for tax anticipation certificates. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
December 8, 1987
Page Four

CALENDAR COMMITTEE APPOINTMENTS AND CHARGES - Discussion was held on the purpose, organization, and charges to be given to the Calendar Committee. Formal action will be taken on Tuesday, December 22.

PERSONNEL - Lund moved, seconded by Hulett, to approve the following personnel change:

Barbara Larson - EBD teacher, Senior High, half-time until December 16, full-time to end of 1987-88 school year - also one hour SLD for first semester, BA+45 (4) \$14,733.12 (\$22,771.00 base)

CREDIT BY DEPARTMENTAL EXAMINATION POLICY - MTI (Code: IKFA) - This policy has worked out well and stood the test of time. It will be presented for adoption at the December 22nd meeting.

SCHOOL BUS ROUTING HARDWARE & SOFTWARE - A proposal for school bus routing software and associated hardware needs was presented at the November 24 meeting. Dan Bacon presented studies from other districts to support this proposal.

Hastad moved, seconded by Hulett, to approve the purchase of the software and associated hardware needs for school bus routing as suggested. The motion was defeated by roll call vote: Hastad - no, Alexander - no, Hulett - yes, Seigel - yes, Lund - no.

Trochlil stated he may come back to the Board on this issue at the December 22 meeting.

ASSUMPTIONS FOR 1988-1992 - Hulett moved, seconded by Alexander, to approve a special meeting for Tuesday, December 15, 6:30 p.m. to develop the assumptions that will be used in the management plan for 1988-1992. Motion carried.

FOR YOUR INFORMATION

1. A video on the WDAY News Story, 1987, "School District's Assistance to Smokers Who Want to Quit Smoking," was shown.

Regular Meeting
Board of Education
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Page Five

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Committee Reports:
Long Range Planning - Alexander reported they will meet again December 17 to work on a timeline and their presentation at MSBA in January.
Joint Powers - Seigel reported the district hosted their last meeting December 3 and Barbara Sipson, City Council member, was elected chair.
AIDS - The district representatives have met with Fargo and West Fargo to make sure they are all consistent in action taken. Discussion was also held on "Bodily Fluids" guidelines.

Seigel, Cynthia Sillers, Don Ellingson and Jim Ellingson have met with all elementary and middle school parent groups and have had positive response.
2. Superintendent's Trip - Trochlil reported on his trip to Columbus, Georgia, as a guest of American Family Life Assurance Co.
3. The Board and administration discussed supervisors and central administration contracts.

Anton Hastad, Clerk

Regular Meeting
Board of Education
Independent School District #152
December 15, 1987

Members Present: Douglas Fagerlie, Allen Lund, A.C. (Curt)
Borgen, Jeanne Seigel, Wayne Alexander, Michael Hulett, Anton
Hastad and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and the audience
in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding video tape
titled, "All Of Us and AIDS."

ASSUMPTIONS FOR 1988-1992 - The purpose of the meeting was to
consider the Assumptions for 1988-1992. Areas covered were:
Planning, Programming, Instruction, Personnel, Demographics, Sites
and Facilities, Finance, Organization, Marketing, and Technology.
The administration will prepare the final draft for the January
12 Board meeting.

VIDEO TAPE - Cynthia Sillers presented the video tape titled,
"All Of Us And AIDS."

Anton Hastad, Clerk

Regular Meeting
Board of Education
Independent School District #152
December 22, 1987

Members Present: Douglas Fagerlie, Allen Lund, A.C. (Curt) Borgen, Jeanne Seigel, Michael Hulett, Wayne Alexander, Anton Hastad and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and the audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, taking Musical Instruments off the consent agenda and adding We Are Proud, Communications, Assurance of Mastery Update, Reading at Riverside School and Cash Flow Analysis.

Hastad moved, seconded by Borgen, to approve Investment Broker, Cash Transfers, and Acceptance of Gift on the consent agenda. Motion carried.

COMMUNICATIONS - Seigel read a letter from Senator Arlan Stangeland in which he expressed congratulations for the State Football Championship and the State winners of the Knowledge Bowl.

Seigel read a letter from Diane Meyer, Chairperson of Clay County Board of Commissioners, offering congratulations to the Moorhead School District & Senior High School for winning the Minnesota AA High School Football Championship.

Seigel read a letter from Moorhead Middle School North Campus Staff thanking the Board for supporting the remodeling of North Campus and inviting them to stop by and visit.

DISPOSITION OF GMC MOTOR COACH INSURANCE CLAIM - In consideration of the fire damage done to the MTI motor coach, Borgen moved, seconded by Hastad, to: accept Hartford's Insurance Co. claim in the amount of \$7,275.00; accept the buy back offer for the salvage bus at \$650.00; and, accept a new Petter diesel engine in trade for the damaged motor coach. Motion carried.

MTI SHOP ASSISTANT STAFFING - There is a need to consider a non-instructional assistant in the automotive shop to assist with customer work.

Hastad moved, seconded by Lund, to approve the position titled Shop Assistant at MTI. Motion carried.

CALENDAR COMMITTEE - Lund moved, seconded by Fagerlie, to approve the authorization of the committee structure with suggested changes. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
December 22, 1987
Page Two

BOUNDARY CONFIGURATION COMMITTEE RECOMMENDATIONS - Discussion was held on the report presented at the December 8 meeting and the recommendation made by the committee.

Hastad moved, seconded by Lund, to approve Recommendation A, B, and C of the report, rewording it to say we will move 5th and 6th graders to North Campus and Washington schools in 1988-89 and direct the administration to move 4th graders to Washington and North Campus for the 1989-90 school year. Motion was defeated by roll call vote: Fagerlie - no, Lund - no, Borgen - no, Seigel - no, Hulett - no, Alexander - no, and Hastad - yes.

Jernberg commended Hastad for addressing the issue of 4th graders being moved, stating it could be a viable option in the future. Recommendation A does state the plan will be re-evaluated annually to reorganize K-4 boundaries as needed to reduce numbers at Washington.

Fagerlie moved, seconded by Alexander, to approve Recommendation A, B, and C of the Boundary Configuration Committee report as stated. Motion carried by roll call vote: Fagerlie - yes, Lund - yes, Borgen - yes, Seigel - yes, Hulett - yes, Alexander - yes, and Hastad - no.

As a result of this motion, 5th graders will be moved to North Campus and Washington in the fall of 1988 and the following North Campus areas will be remodeled: home economics area, woodshop area, metal shop area, fire alarms and electrical enhancement. Music area remodeling will be bid as an alternate.

CREDIT BY DEVELOPMENTAL EXAMINATION POLICY - MTI (Code: IKFA)
Fagerlie moved, seconded by Borgen, to approve the policy, Credit by Developmental Examination - MTI (Code: IKFA).

Hastad moved, seconded by Alexander to table the consideration of this policy. Motion defeated by roll call vote: Fagerlie - no, Lund - no, Borgen - no, Seigel - no, Hulett - no, Alexander - yes, Hastad - yes.

The original motion carried by roll call vote: Fagerlie - yes, Lund - yes, Borgen - yes, Seigel - yes, Hulett - yes, Alexander - no, Hastad - yes.

MEDICATION POLICY - Alexander moved, seconded by Borgen, to approve the Medication Policy (Code: JHCD), with suggested changes. Motion carried.

The Board and administration thanked Corinne Pestes and Kent Karch for their work on the policy.

Regular Meeting
Board of Education
Independent School District #152
December 22, 1987
Page Three

SCHOOL ATTENDANCE GOVERNING THE ENROLLMENT OF HANDICAPPED CHILDREN POLICY - Hastad moved, seconded by Lund, to approve the School Attendance Governing the Enrollment of Handicapped Children Policy (Code: JEAA) with suggested changes. Motion carried.

STUDENT ACTIVITY FEE POLICY - Hastad moved, seconded by Alexander, to approve the Student Activity Fee Policy (Code: DFD-A) as presented.

Discussion was held on possible changes to be made. Hastad moved, seconded by Alexander, to withdraw the original motion.

Hastad moved, seconded by Lund, to send the policy back to the Policy Review Committee for further review and possible changes. Motion carried.

BUDGET FOR 1987-88 - Lacher reviewed changes made in the 1987-88 budget and distributed copies of Fund Balance Summary. Discussion was held on School Board expenditures.

CAPITAL OUTLAY BUDGET - Jernberg reviewed the guidelines for the 1988-89 Capital Outlay budget and identified special items. Issues will be addressed on January 8 at the Cabinet meeting and the final budget will be brought back to the Board.

TRANSPORTATION COMMITTEE - Bacon reviewed a proposal for the implementation of a transportation committee. Alexander moved, seconded by Borgen, to approve the Transportation Committee proposal with recommended changes. Motion carried.

MIGRANT RESOLUTION - Hastad moved, seconded by Hulett, to approve the resolution that the district shall submit an application for a Chapter I Migrant Education Grant to operate during the summer of 1988. Motion carried.

LONG RANGE PLAN - Sarah Jons presented a working draft of the Long Range Plan. The final draft will be presented to the Board at the January 12 meeting. A presentation will be made at the MSBA Convention on January 18.

The Board was requested to send back recommendations to the Superintendent's office.

Regular Meeting
Board of Education
Independent School District #152
December 22, 1987
Page Four

PERSONNEL - Borgen moved, seconded by Hulett, to approve the following personnel changes:

Maternity Leave

Robin Oestreich - Part-time Physical Education instructor and Title IX Coordinator, approximately six weeks, effective January 8, 1988

Resignation

Beth Hilde - Food Service, South Campus, effective December 7, 1987

Motion carried.

LEASE RENEWAL - Hulett moved, seconded by Alexander, to approve the lease for F-M Symphony from January 1, 1988 to June 30, 1989, at \$7.90 per sq. ft. Motion carried.

INVESTMENT BROKER - As part of the consent agenda, the Board agreed to use Peak Financial Management of Commack, NY., as an additional broker for certificates of deposit.

CASH TRANSFERS - As part of the consent agenda, the Board approved transfers to and from the trust account at Norwest Bank from July 1, 1987, to the present.

ACCEPTANCE OF GIFT - As part of the consent agenda, the Board accepted:

- *\$1,116.00 from Parent Advisory Council at Middle School North Campus to be used in purchasing maps for North Campus
- *\$175.00 from Parent Advisory Council at Middle School North Campus to be transmitted to the Heritage/Hjemkomst Interpretive Center as a part of the matching funds for student passes for 1987-88

MUSICAL INSTRUMENTS - Hastad moved, seconded by Hulett, to approve the bid for Nels Vogel, Moorhead MN, for \$6,544.00 for repair and new instruments. Motion carried.

FOR YOUR INFORMATION

1. Food Service Program - Mary Bonemeyer updated the Board on the implementation of a breakfast program to start at Middle School South Campus effective January 11, 1988.
2. 1988 Legislative Capital Budget - Nate Johnson reviewed the State Board of Vocational Technical - Education 1988 Legislative Capital Budget request.
3. Site Development - Building Improvement Budget - Lacher reviewed the update of the projects completed with the referendum revenues and expenditures.

Regular Meeting
Board of Education
Independent School District #152
December 22, 1987
Page Five

FOR YOUR INFORMATION (continued)

4. Assurance of Mastery - Administration updated the Board regarding the progress as to implementation of Assurance of Mastery.
5. Cash Flow Analysis - Lacher presented a Cash Flow - K-12 Operating Funds & Capital Outlay review.
6. Reading at Riverside School - Riverside School currently has 30 students in each fifth grade class and are anticipating an additional student after Christmas vacation. A teacher will be employed for one hour per day to reduce the numbers in reading sections.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Committee Reports - Committee members gave updates on the following committees: Policy Review, Superintendent's Advisory Council, PER, Title IX, Sports Center, and the AVA Convention.
2. "What's Going On In The Moorhead/West Fargo/Fargo Area?"
3. Negotiations - The Board and superintendent discussed progress of negotiations for Central Administration and Supervisors.

Anton Hastad, Clerk

Preliminary Budget and Capital Outlay Guidelines for 1988-89
December 22, 1987

3rd Draft*
Revised

1. Definition of capital outlay:
"Site improvements, building improvements, and capital repairs are of such magnitude that they represent an expenditure with a minimum individual project costs of \$1,000.00, with the useful life of at least ten years, and significantly increase the value and/or extend the useful life in the instance of capital repair. Equipment represents an expenditure with a minimum unit cost of \$100.00 with a useful life of at least four years."
2. Capital outlay revenue set at \$862,305
 - 2.1 Allowance for Handicapped Access, Safety Code Enforcement is \$140,000
 - 2.2 Asbestos, PCB Removal Levy is \$140,000
 - 2.3 Federal asbestos removal loan and grant funds = \$1,800,000 (these are supplemental to capital outlay)
 - 2.4 Block grant of \$32,000 will be used for North Campus Library and AV needs
 - 2.5 Sale of equipment at auction \$26,290
3. Allocations will be based on the following (in priority):
 - 3.1 Health and Safety
 - 3.2 Energy Conservation
 - 3.3 Building Preservation
 - 3.4 Instructional Equipment
 - 3.5 Convenience
 - 3.6 Appearance
4. Requests will be made as to budget categories:
 - 4.1 Improvement to Sites
 - 4.2 New Buildings
 - 4.3 Improvement to Buildings
 - 4.4 Instructional Equipment
 - 4.5 Management Equipment
5. Allocations to buildings will be based on the number of pupil units:
 - 5.1 Preschool/Kindergarten..... .5
 - 5.2 Elementary (1-5)..... 1.0
 - 5.3 Middle School North Campus..... 1.0
 - 5.4 Middle School South Campus..... 1.35 (includes shared time)
 - 5.5 Senior High..... 1.35
6. Dedicated allocations (\$25.00 per pupil unit based on October, 1987 enrollment projections and a capital outlay renewing three (3) year plan...due December 18, 1987)

* An assumption that 81 fifth graders will be at Washington School is used in this draft.

Sub-totals

7.71	Responsibilities	
7.710	New library books for each building level library/media center - budget established and controlled by the district library/media director in consultation with building media center and principals - selection of materials and decision to purchase - principals	
7.711	Audio visual materials housed at the district IMC and circulated to the schools (films, filmstrips, kits, etc.) - budget established and controlled by the district library/media director - materials evaluated and recommended for purchase by teachers, librarians and principals - decision to purchase district media director	
7.712	Audio visual equipment for buildings and district IMC (projectors, overheads, video equipment, computers, etc.) - budget established and controlled by district library/media director - needs established by building AV coordinators in consultation with district media director and building principals - decision to purchase - district media director	
7.713	Encyclopedias for libraries - budget established and controlled by building principals in consultation with building librarians	
7.8	Athletics (rentals)	40,000
7.9	Replacement of equipment	10,000
7.91	Hockey boards	6,667
7.10	Assessments for buildings - \$30,940.18	30,940
7.11	Technology (referendum funds will be used based on guidelines from 1987-88 capital outlay)	
7.12	Music	15,000
8.	Purchasing Calendar for 1988-89 (Appendix A)	
9.	Block Grant (unknown at this time) will be utilized at North Campus for Library and AV needs - \$32,000	
10.	District-wide programs including special education, gifted, ESL and needs that cannot be addressed in the discretionary funds will be reviewed by Jernberg, Lacher and Trochlil (Federal Funds and Basic Levy)	

PAGE TOTAL 102,607

Eide Helmeke & Co.

Certified Public Accountants & Consultants

December 7, 1987

The Board of Education
Independent School District No. 152
Moorhead, Minnesota 56560

We are pleased to confirm our understanding of the services we are to provide for Independent School District No. 152 for the years ending June 30, 1988, and 1989. We will audit the general purpose financial statements of the district as of and for the years ending June 30, 1988, and 1989. Also, we will include in your report the following supplemental information that will be subjected to the auditing procedures applied in our audit of the general purpose financial statements:

1. Combining, individual fund and individual account group financial statements and schedules.
2. Schedule of Federal Financial Assistance.

Our audit will be a single audit made in accordance with generally accepted auditing standards; the standards for financial and compliance audits contained in Standards for Audit of Governmental Organizations, Programs, Activities and Functions, issued by the U.S. General Accounting Office; the Single Audit Act of 1984; and the provisions of OMB Circular A-128, Audits of State and Local Governments and will include tests of the accounting records of the district and other procedures we consider necessary to enable us to express an unqualified opinion that the financial statements are fairly presented in conformity with generally accepted accounting principles consistently applied and to report on the district's compliance with laws and regulations and its internal accounting controls as required for a single audit.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors and banks. We will request written representations from your attorneys as part of the engagement. At the conclusions of our examination, we will also request certain written representations from you about the financial statements and related matters.

An audit is based primarily on the selective testing of accounting records and related data; therefore, our audit will involve judgement about the number of transactions to be examined and the areas to be tested. Because we will not perform a detailed examination of all transactions, there is a risk that material errors, irregularities or illegal acts, including fraud or defalcations, may exist and not be detected by us. We will advise you, however, of any matters of that nature that come to our attention.

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

The assistance to be supplied by your personnel, including the preparation of schedules, analyses of accounts and report preparation, will be coordinated with your accountant/bookkeeper. The timely completion of this work will assist us in performing our work efficiently.

Our fees for these services will be based on the actual time spent at our standard hourly rates, plus travel and other out-of-pocket costs such as report production, typing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. We estimate the work will be completed at a total cost of fees and expenses as follows:

For the year ended June 30, 1988	\$ 22,350
For the year ended June 30, 1989	22,950

This estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you before we incur the additional costs.

We appreciate the opportunity to be of service to Independent School District No. 152 and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

EIDE HELMEKE & CO.

By McClark, Partner

RESPONSE:

This letter correctly sets forth the understanding of Independent School District No. 152.

By: _____

Title: _____

Date: _____

Warner and Company

318 Broadway Box 1470 Fargo, North Dakota 58107

January 5, 1987

Mr. Robert Lacher
Assistant Superintendent - Business
Independent School Dist. #152
810 4th Ave. South
Moorhead, MN 56560

RE: January Insurance Renewals

Dear Mr. Lacher:

PROPERTY AND LIABILITY COVERAGE

I received quotations from both the MSBA Insurance Trust, which is administered by Employee Benefit Administration Company, and from the incumbent carriers, CIGNA and Kemper for the package and boiler coverages presently carried by the school district. Both quotations were for a blanket limit of \$47,672,780 which is an increase of about 3% from last year. Both proposals contain the scheduled flicater coverages, liability, money and securities, employee dishonesty, and garagekeepers legal coverage for the auto shops. Differences are as follows:

1. MSBA quote is 90% coinsurance and CIGNA is agreed amount. This means that under the CIGNA policy there would be no penalty if the insured amount did not actually represent at least 90% of the replacement building and contents coverages.
2. In the liability area MSBA is quoting a \$600,000 liability limit with an option for \$1,000,000 whereas CIGNA is quoting simply \$1,000,000.

PREMIUMS

	MSBA TRUST	CIGNA/KEMPER	1986-87
PACKAGE	\$81,441	\$84,916	
INCREASE LIABILTY	6,257	INCLUDED	
TO \$1,000,000			
BOILER	6,179	2,845	2,550
TOTAL	\$93,877	\$87,761	82,000

Warner and Company

318 Broadway Box 1470 Fargo, North Dakota 58107

One thing to mention is that current policies now have absolute pollution exclusions as opposed to the previous pollution exclusion which excluded everything other than "sudden and accidental". This of course is a particular change with respect to the current asbestos removal projects.

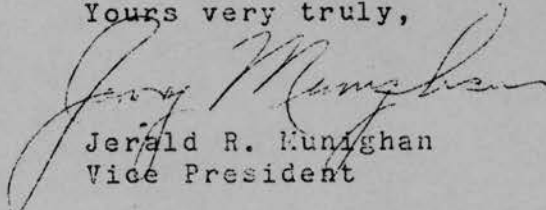
The basic package proposal at the \$600,000 liability limit from MSBA is about \$3,500 less than the CIGNA proposal at \$1,000,000 liability. To increase the MSBA proposal to \$1,000,000 would then make their package about \$2,800 higher than CIGNA. My recommendation is that you stay with the CIGNA proposal for this year. I question if the MSBA Insurance Trust has been around long enough to provide the necessary secure level of protection that a school district the size of Moorhead needs. As I mentioned, had the Austin school district fire been insured by the MSBA Trust I question if they could be in existence today. As the Trust gains more experience and financial security this may change, but for the present I would recommend to stay with CIGNA/Kemper.

SCHOOL DISTRICT'S ERRORS AND OMISSIONS

I received a renewal quotation for the school district errors and omissions which expires 1/15/88. To renew with the same carrier the premium would be \$3,751 as opposed to last year's of \$6,099. My obvious recommendation on this is to stay with the endorsed program at the reduced premium.

If you have any other specific questions or you would like further clarification, please don't hesitate to let me know.

Yours very truly,



Jerald R. Munighan
Vice President

JRM:djc

Enc.

TRANSFERS TO/FROM TRUST ACCOUNT
From Dec 16, 1987 to Jan 6, 1988

DATE	Transfers from checking TO TRUST	Transfers FROM TRUST to checking
12-23-87	\$	\$ 400,000
12-24-87		400,000
01-05-88	400,000	
01-06-88	250,000	

TO: ROBERT LACHER
FROM: MARY BONEMEYER *mb*
DATE: JANUARY 6, 1988
RE: 1986-87 FOOD SERVICE AUDIT

1. A new daily ticket sales report which includes all ala carte sales was developed and has been in use since September 1987.
2. The proper procedure for recording charge sales was reviewed with the secretary at Edison School.
3. Based on our present warehouse distribution system, implementation of a perpetual commodity inventory would result in additional labor costs. In order to be truly effective, a perpetual inventory would be needed for both commodity and purchased food and supplies.

We discussed spot checking the inventory occasionally during the year, but I feel it would defeat the purpose by alerting people during the time period of the check. I discussed this with Dave Stende of Eide Helmeke and he will contact you to review this recommendation.

In regard to the benefits discussed under points A and C - I feel that the commodities are being well utilized in menu planning and the monthly physical inventory is not overly time consuming.

Thank you.

TOMORROW IN BRIEF

No More 97-Pound Weaklings

In the near future, anyone might become as strong as Arnold Schwarzenegger. By using neuromuscular stimulators — devices that send electrical impulses through the skin to create contractions in the body's motor units — even the very old could build up their bodies without stress, suggests researcher Kenneth G. Bosomworth of International Resource Development Inc. The quasi-prosthetic devices are currently used to aid patients who have suffered partial denervation or immobilization — for example, athletes recovering from knee surgery — but could also be used to give people supernatural strength.

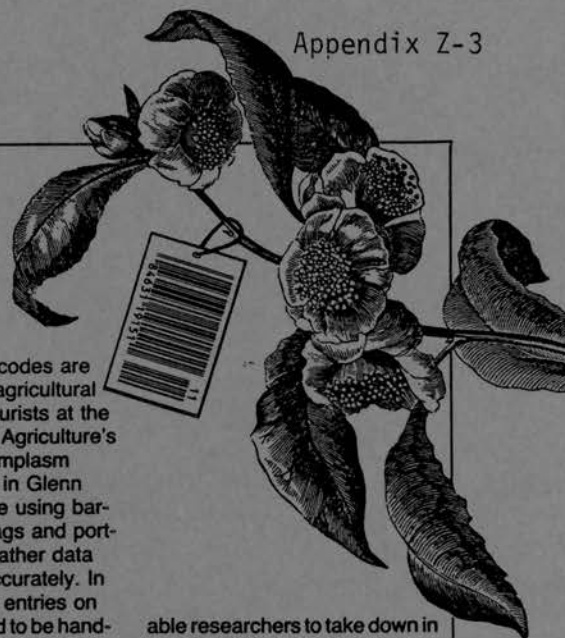
Pocket Telephones

Pocket telephones may someday replace public phones. Inventor Mauricio Albuquerque claims that his new telephone system could make possible inexpensive pocket phones. The "Albu-phone" operates much like a cellular or radio telephone, but it drastically simplifies the circuitry and reduces the power output normally found in radio telephones. It would be served by a network of very low power antennas, with a range of from 30 feet to a few miles. While patents are pending for the new system, the Los Angeles-based inventor acknowledges that there is "a long road to travel in making this dream a reality."

Bar Codes in The Orchard

Computerized bar codes are proving handy for agricultural scientists. Horticulturists at the U.S. Department of Agriculture's National Plant Germplasm Quarantine Center in Glenn Dale, Maryland, are using bar-coded aluminum tags and portable scanners to gather data faster and more accurately. In the past, inventory entries on plants and trees had to be handwritten, which took enormous amounts of time and led to serious errors. Bar-coded tags en-

able researchers to take down in seconds data that is automatically loaded into the facility's computer.



ARGONNE NATIONAL LABORATORY

Scientist inspects vacuum sections that will help produce the world's brightest X-ray beams.

Brighter X-ray Beams

Extremely bright X-ray beams will open new vistas for research scientists. A new device planned for the Argonne National Laboratory in Illinois will produce the brightest beam of X-rays ever available for research — 10,000 times brighter than was possible a few years ago. This instrument, called the 7 GeV Advanced Photon Source, will greatly improve the speed with which scientists can study the structure of proteins and other biological molecules that deteriorate under prolonged X-ray exposure. The advance is expected to lead to new drugs to fight diseases.

New Technologies For Ministries

The United Methodist Church has begun using satellite communications for its 73 annual regional conferences. The satellite network, sponsored by the United Methodist Publishing House, will reduce money spent on travel and housing for conferences. The church also plans to use the satellite network to improve communications among its 13 seminaries.

Tiny Desk Unit

The world's smallest word processor is only 7.2 inches long by 2.2 inches wide by .6 inches deep, according to the 1987 *Guinness Book of World Records*. The Easi-Text 1350, manufactured by Sharp Electronics Corp. and sold in England, will fit — with its accompanying printer — into a briefcase.

Electronic Welfare

A system for delivering welfare benefits through electronic teller machines has been installed in Ramsey County, Minnesota. The system replaces checks with a plastic, magnetically encoded photo identification card that allows benefit recipients to obtain cash directly. Fund distribution is thus streamlined, and banks are relieved of the flood of activity when welfare recipients come in to cash their checks the first week of each month. The system should also lower administrative costs and reduce incidences of fraud and misuse.

Computer Program For Dentists

A new computer program can be used by dentists to keep an accurate record of radiation that patients receive when they get oral X-rays. The ODONTICS program, developed at West Virginia University, allows dentists to tell patients their exact dosage data. Many patients resist getting necessary X-rays out of fear of exposure to radiation, and the program can give convincing reassurance.

For more information, see "Sources, Tomorrow in Brief" on page 46 of this issue.

Software for Diabetics

A new software package has been designed to help diabetics with meal planning and recipe selection. The *Interactive Diabetic Cookbook* includes over 200 recipes, along with a calculation program that enables the user to determine relevant nutritional and dietary information. The software, marketed by Dynacomp, Inc., of Webster, New York, a computer software firm, can also be used to create stock menus for the future and to total and alphabetize ingredients for a meal for shopping lists.

Bacteria to Attack Hazardous Waste

Bacteria may soon be used to help dispose of hazardous wastes. Microbiologists at the University of Idaho have isolated an organism that can clean water contaminated with PCP, a wood preservative. The bacterium breaks down PCP to its basic — and harmless — components. Work is under way to develop efficient ways of using the bacterium in PCP cleanup efforts, and the researchers say that the process can be applied to other wastes as well.



Electronic funds-transfer technology is tested for distributing welfare benefits.

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, January 26, 1988, at 6:30 p.m. in the Library at Middle School North Campus.

Remember - Meeting at
North Campus

Bennett Trochlil
Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie	Allen Lund
Jeanne Seigel	Anton Hastad
Michael Hulett	Wayne Alexander
A. C. (Curt) Borgen	Bennett Trochlil

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent

*IV. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

V. COMMUNICATIONS

VI. OPPORTUNITY FOR CITIZENS TO SPEAK

VII. "WE ARE PROUD"

1. Farrell Turner, a Diesel I student at Moorhead Tech, has been invited to serve on the Moorhead Citizen Advisory Committee.
2. Moorhead won first place in the speech sweepstakes and second in debate at MSU January 8 & 9.

VIII. FOR YOUR INFORMATION

1. Art Presentation - Tour of Facilities and Description of Programs

IX. MOORHEAD TECHNICAL INSTITUTE AGENDA

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. Consider Technical (Johnson) Appendix A
Institute Office Audit

Explanation: The administration at Moorhead Technical Institute would like to implement an audit of the four offices (administration, adult extension, business and student services) at the Institute, similar to the one that was done at Townsite Centre. With the changes the Institute is experiencing, we feel that the best way to make maximum use of our staff is to have an outside consultant examine the responsibilities of the support staff and make recommendations for change. Appendix A-1 is the proposal.

Recommendation: Move to approve the Technical Institute office audit.

2. Consider Northwest Minnesota (Johnson) Appendix B
Education Consortium

Explanation: On November 11, 1987, Moorhead Technical Institute was invited to attend a meeting held in Crookston and asked to join the Northwest Educational Consortium.

Recommendation: Move to approve the agreement and authorize the Moorhead Technical Institute to allocate \$4,000.00 for membership dues for the 1988 calendar year.

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

A. UNFINISHED BUSINESS

1. Consider Tax Anticipation (Lacher) Appendix C
Certificates

Explanation: On Tuesday, January 26, 1:00 p.m. c.t., we will open bids for \$2,900,000 tax anticipation certificates.

Bids will be presented to the School Board at 6:30 p.m. The certificates will be dated February 16, 1988, and due March 16, 1989.

Recommendation: Evenson Dodge, Inc. will make the recommendation at the meeting.

2. Consider the 1987-88 Budget (Lacher) Appendix D

Explanation: Discussion was held on December 8 and December 22 as to the final approval of the 1987-88 Budget. The content of the discussion was: budget planning, fiscal management goals, budget deadlines, budget assumptions, and monetary amounts.

Recommendation: Move to approve the final 1987-88 Budget.

NEW BUSINESS

- *1. Investments and Trust (Lacher) Appendix E
Transfers

Explanation: Appendix E-1 is a list of investments and trust transfers.

Recommendation: Move to approve the investments and trust transfers as shown.

- 2. Preliminary General Fund (Lacher) Appendix F
Budget 1988-89

Explanation: Appendix F-1 is the summary of General Fund Budgets 1982-83 through 1988-89.

The purpose of passing this budget is to have Board authorization to publish dates and to bid for 1988-89 supplies.

Recommendation: Move to approve the preliminary General Fund Budget for 1988-89.

- 3. Consider Personnel (Bergen) Appendix G

Change in Contract

Kay Peterson - Physical Education teacher, Senior High and North Campus, from .786 time to full time second semester, \$2,085.97

Phyllis Cassatt - English teacher, Senior High, from .786 time to full time second semester, \$2,085.97

Jackie Mann - Social Studies teacher, Senior High, from .786 time to full time second semester, \$9,747.50

Mary Shimabukuro - Science teacher, Senior High, from .786 time to full time second semester, \$2,741.20

Denita Clapp - Business teacher, Senior High, from .571 time to .786, second semester, \$2,741.20

New Contracts

Stanley Olson - Industrial Arts teacher, Senior High, .571 time for second semester (91 days) BA+60 (14) \$8,758.00 (\$30,676.00)

Kent Amundson - English teacher, Senior High, .429 for second semester, BA(0) \$4,181.68 (\$19,495.00)

Recommendation: Move to approve the personnel changes.

*4. Consider Make Up Day

(Trochlil)

Appendix H

Explanation: Tuesday, January 12th, was a storm day...no students or staff.

The Calendar Committee identified February 15 as the second storm make up day (1st - December 23...3rd - April 4)

Recommendation: Move to approve Monday, February 15, as the storm make up day.

5. Health Curriculum

(Jernberg)

Appendix I

Explanation: At the May 26, 1987 meeting, the Board approved the secondary health curriculum. At that time, there were minor revisions to be made. The concern of AIDS curriculum at grade 5 has resulted in further study. The curriculum is now complete and has been revised by the PER Committee.

Members of the Health Committee will update the Board as to revisions.

Recommendation: Move to approve the Health Curriculum Guide K-12, as presented.

*6. Annual Leadership Conference (Jernberg)

Appendix J

(MEEP Teams)
Explanation: Several registrations have been submitted for MEEP (Minnesota Educational Effectiveness Program) teams to attend the Annual Leadership Conference at Maddens in Brainerd as sponsored by the Minnesota Department of Education. Although the meeting is in April, due to limited reservations, it is necessary to have registrations with pre-payment sent in as soon as possible.

Requests are for registration of the following MEEP Teams. Expenses will be charged to appropriate building budgets.

<u>School</u>	<u>Registration</u>
Edison	\$ 520.00
Washington	780.00
South Campus	780.00
North Campus	780.00
Total	\$2,860.00

Recommendation: Move to approve payment of \$2,860.00 to Maddens for registrations as outlined above.

XI. FOR YOUR INFORMATION

Appendix Z

1. Futures Article - The Futurist, January-February, 1988 - Appendix Z-1

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Elementary MEEP Teams (no school for elementary teachers)	Monday, Jan. 25		
Winter Adult/Community Education Classes Begin	Monday, Jan. 25		
Chamber of Commerce Ag Business Day	Wednesday, Jan. 27	8:30 a.m.	Heritage/ Hjemkomst Center
Joint Powers	Thursday, Feb. 4	7:00 a.m.	City Hall
Staff Development Day	Friday, Feb. 12	All Day	
School Board Meeting (Precinct Caucus Day)	Tuesday, Feb. 23	8:00 p.m. (instead of 6:30 p.m.)	Townsite

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

1. Committee Reports - The following committees have met and representatives may wish to report:
 - °Policy Review - Seigel
 - °PER - Alexander
 - °Superintendent's Advisory Council - Trochlil
2. "What's Going On In The Moorhead/Fargo/West Fargo Area?"
3. Contracts for Central Administration and Supervisors

XIII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, February 9, 1988

January, 1987

MOORHEAD PUBLIC SCHOOLS
Moorhead, Minnesota

1987-88 Budget
(Year)

PROPOSAL FORM

NAME OF BUILDING: Moorhead Technical Institute

TOPIC OF PROPOSAL: Office Audit
Nate Johnson, Rose Andersen, Paul Molick,

SUBMITTED BY: Roger Oie, and Keith Togstad DATE: January 13, 1988

SUBMITTED TO: Dr. Ben Trochlil DATE TO BE IMPLEMENTED:
Superintendent of Schools
Moorhead Public Schools February 15, 1988

BUSINESS OFFICE REVIEW WITH COMMENTS ATTACHED: _____

PERSON RESPONSIBLE TO RECOMMEND
TO SUPERINTENDENT: Nate Johnson, Director

Recommendation (by person responsible):

Approve X Disapprove _____ Hold _____ Refer to Cabinet _____

Date January 13, 1988

DISTRICT MISSION STATEMENT: To maximize the talents of every student in Independent School District #152.

Complete a description of your program proposal. All eight (8) areas must be addressed. Information in support of your proposal should be as comprehensive as possible and must support the district philosophy.

1. Describe the proposal for funding.

The administration at Moorhead Technical Institute would like to implement an audit of the four offices (administration, adult extension, business, student services) at the Institute, similar to the one that was done at Townsite Centre. With the changes the Institute is experiencing, we feel that the best way to make maximum use of our staff is to have an outside expert examine the responsibilities of the support staff and make recommendations. We are proposing the following steps:

- a. Mission and goals of each department will be discussed.
- b. Work flow will be analyzed, identifying responsibilities assumed by individual members of each department.
- c. Job descriptions will be evaluated and revisions will be suggested.
- d. Work methods and procedures will be evaluated.
- e. Physical work environment will be assessed to determine its impact on work efficiency and employee stress.
- f. Co-worker relationships will be analyzed.
- g. Work hours of full- and part-time employees will be evaluated.

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

The rationale for the proposal is that many changes have taken place at the Institute during the past year:

- a. A new director assumed that position in August.
- b. The Institute is implementing curriculum restructuring, which requires more support staff time in all phases from student application to graduation.
- c. Financial aids and grants procedures have become more complicated and require more staff time.
- d. The use of computers in all offices has changed the workload of the personnel.
- e. All support staff have been banded and graded for comparable worth.
- f. A secretary will be hired for the new marketing director.
- g. Adult education enrollment has increased from 13,803 in 1985-86 to 17,058 in 1986-87, a 23.58 percent increase. An increase in short-term classes, such as customized training and one-day workshops, requires more staff time.
- h. Part-time continuous student enrollment has increased, requiring more staff time.
- i. Changes will continue to occur, as outlined in the long-range plans of the State Board of Vocational Technical Education.

3. State the negative implications if the proposal is not approved.
Staff morale will be lower.

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

The Institute staff would evaluate procedures, but they don't have the necessary time, expertise, or objectivity to do the job as effectively as an outside consultant.

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

PROPOSAL BUDGET

PERSONNEL	*1 Number Re- quested	Total Cost	Code to be Charged	Reimburse- ment (Fed/State)	Net District Cost
Administrators					
Teachers					
Clerical					
Aides:					
No. & Hrs/Day					
Teacher Aides					
Noon Aides					
FRINGE BENEFITS					
SUPPLIES					
*2					
CAPITAL OUTLAY					
OTHER EXPENSES					
	Contracted services				\$9,000.00
<p>*3 TOTAL COST <u>\$9,000.00</u> Net District Cost _____</p> <p>Comments on budgetary items:</p> <p>\$3,000 will be paid out of adult vocational program funds; \$6,000 will be</p> <p>paid out of continuous program funds.</p>					

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

6. Space implications (short/long range).

We are in the planning stages of a construction project at our facility. Having an office audit at this time would help us plan more effective use of our space.

7. Equity implications.

The audit may impact on the comparable worth categories.

8. Suggested timeline for implementation.

January 26, 1988: Presentation at Board meeting
January 27, 1988: Request bids from local firms who do office audits
February 15, 1988: Begin audit
April 1, 1988: Complete audit
Implement changes when possible

9. Other comments:

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM NOV 3, 1987 TO JANUARY 20, 1988

INVEST NO.	DATE	AMOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST (NET)	BANK OR S&L	BROKER
391	12-17-87	99000	01-19-88	7.75	672	VALLEY VIEW STATE BANK	PEAK FINANCIAL
392	01-13-88	99000	01-13-89	8.25	8167	METRO-PLEX FED S&L	HIGH YIELD
393	01-19-88	99000	01-19-89	7.75	7779	VALLEY VIEW STATE BANK	PEAK FINANCIAL
* FEE OF .25% PAID				TOTAL	16618		

TRANSFERS TO/FROM TRUST ACCOUNT
FROM JAN 7, 1988 TO JAN 20, 1988

DATE	Transfers from checking TO TRUST	Transfers FROM TRUST to checking
01-08-88	\$ 400,000	\$
01-15-88		400,000

GENERAL FUND	1982-1983 ACTUALS	1983-1984 ACTUALS	1984-1985 REVISED BUDGET	1984-1985 ACTUALS	1985-1986 REVISED BUDGET	1985-1986 ACTUALS	1986-1987 REVISED BUDGET	1986-87 ACTUALS	1987-1988 PRELIM BUDGET	1988-89 PRELIM BUDGET
REVENUES										
Taxes & cnty apptment	4093132	4014619	4098000	4112931	3825800	3843500	3650000	3612476	3910000	3917000
Interest	170127	234882	220000	255908	280000	190683	120000	99347	80000	95000
Tax shift	1142537	31713		-335129		-47519		82786		
Other local	217523	175013	193200	190003	138030	149791	144900	145385	100400	101806
Tax credits	1717964	1709483	1731270	1731095	1790340	1799574	1921130	1921034	1989750	1485000
Foundation aid	4052807	4990159	4780000	4803876	5630000	5614246	7115000	7256089	8432000	11339000
Special ed aid	743482	948233	1066000	1203309	1356000	1304111	1400000	1340500	1375000	1400000
Other state aids	208492	226017	201350	276792	282885	342660	1817890	1889654	2044040	100000
Tax shift	-1142537	-31713		335129		47518		-82786		
Federal aids	536622	534333	507570	553248	443085	484180	466955	499920	599367	629335
Conversion of assets	11338	7906	6000	6281	6000	11313	6000	8114	6000	6084
Tuition	50303	84601	75000	109977	107500	92903	94400	130721	128500	108500
State reduction										
TOTAL REVENUES	11811790	12925246	12878390	13243420	13859640	13833360	16736275	16903240	18665057	19181725
EXPENDITURES										
Admin salaries	843804	888681	957955	960575	963645	967139	990220	1029950	1077300	1131165
Admin supplies	22835	29489	25410	28479	28300	37338	30300	33071	30300	33330
Admin other	16079	78736	65165	55004	75525	63526	82700	85247	92070	96674
Instruct salaries (reg & voc)	5500424	5693300	6117661	6120758	6737734	6822452	7333105	7387824	7735429	8122200
Instruct supplies	294933	322461	325415	324887	351013	336421	367354	367191	360273	396300
Instruct other	264862	383021	403766	386102	430727	423618	423370	394152	359078	377032
Spec ed salaries	1552467	1682985	2068102	2132837	2361947	2377258	2462453	2502155	2694269	2828982
Spec ed supplies	47576	58975	83360	51611	52785	53585	40590	47108	55591	62250
Spec ed other	255962	238691	178028	246580	228792	266558	281781	330026	375425	394196
Instruct support salaries	195891	199216	267830	275049	399960	409102	420430	461457	504380	529599
Instruct support supplies	44737	34218	37605	39323	38029	40223	35005	31854	34928	39421
Instruct support other	84881	89364	136403	125592	162945	153648	182057	172535	171225	179786
Pupil support salaries	243946	255289	290580	286426	359260	361174	381330	386867	347850	365243
Pupil support supplies	4059	4798	5950	3044	7620	6021	6597	6085	7307	8038
Pupil support other	-2943	-5106	-2430	-3597	4125	-1670	6060	6583	3150	3308
Bldgs & grounds salaries	500519	516209	570040	524605	621990	558204	659340	573206	643690	675875
Bldgs & grounds energy exp	316306	349380	469475	376179	419850	386650	424256	299984	364256	382469
Bldgs & grounds supplies	54000	68290	76960	47287	65680	84613	67260	87059	77197	84917
Bldgs & grounds other	76128	73445	101090	111886	158960	208156	170599	225547	176312	185128
Fringe benefits	523149	759442	1107830	1102374	1100230	1025444	2705216	2772298	3051870	3204464
Other fixed costs	36595	36083	69360	51834	65410	6415	78340	77220	81640	85722
TOTAL EXPENDITURES	10876210	11756967	13357555	13246835	14634527	14703610	17148363	17279409	18244540	19185097

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

GENERAL FUND	1982-1983 ACTUALS	1983-1984 ACTUALS	1984-1985 REVISED BUDGET	1984-1985 ACTUALS	1985-1986 REVISED BUDGET	1985-1986 ACTUALS	1986-1987 REVISED BUDGET	1986-87 ACTUALS	1987-1988 PRELIM BUDGET	1988-89 PRELIM BUDGET
REV OVER EXP (EXP OVER REV)	935580	1168279	-479165	-3415	-774887	-870250	-412088	-376169	420517	-3372
BEGINNING FUND BALANCE *	886425	1822005	2990284	2990284	2986869	2986869	2116619	2116619	1740450	216967
ENDING FUND BALANCE *	1822005	2990284	2511119	2986869	2211982	2116619	1704531	1740450	2160967	2157595

ASSUMPTIONS FOR 88-89

CHANGE FACTORS	1988-89	EFFECT OF EACH 1% INCREASE
SALARIES	0.0500	130029
SUPPLIES	0.1000	5666
ENERGY ITEMS	0.0500	3643
OTHER	0.0500	12589
FRINGE BENEFITS	0.0500	30519
REVENUES	0.0140	
PUPIL UNITS	45 MORE THAN 87-88	150 MORE THAN 86-87

* THE FUND BALANCES SHOWN HERE INCLUDE TOTAL FUND BALANCES EXCEPT FOR THE FUND BALANCE FOR UNEMPLOYMENT

Jan. 1988

Tomorrow in Brief

Sleep-Inducing Material

A scented fabric that helps you go to sleep has been developed by a Japanese manufacturing firm. The material consists of a polyester fiber that is coated with more than 50 kinds of aromatic oils such as lavender. The fiber, which is used for both sheets and pillows, has a sweet smell that helps people to relax and sleep better. Unfortunately, the aroma only lasts a few months, and the material is unwashable. The manufacturer, Mitsubishi Rayon Co., is looking for other ways to use the coated fiber.

"I'll be home at 7:00, Sweetheart"



Message Machine with Electric Eye

A new message machine automatically announces a pre-recorded message when the electric eye sensor detects motion within 10 feet. "Memo-Me," developed by the Eaglestone Co. of Milford, Connecticut, has a built-in microphone and stores messages up to 30 seconds long on a computerized memory chip. The device could be used to warn passersby of low headroom, to explain museum installations, or to leave personal messages for family members, friends, or co-workers.

For more information, see "Sources, Tomorrow in Brief" on page 46 of this issue.

The War Against Viruses

Five billion dollars a year will be spent on new antibiotic and antiviral drugs in the United States by 1990 to fight "untouchable" viruses such as herpes and hepatitis, new strains of bacteria, and the deadly disease AIDS. According to Frost & Sullivan, a market-research firm, at least 10 pharmaceutical firms are now working on anti-AIDS products. Throughout the 1990s, sales of antivirals will grow on the order of 20% a year — boosted at least in part by the growing market for AIDS drugs.

Laser Firms Will Specialize

As more and more uses are found for lasers, tomorrow's laser companies will have to specialize to survive, according to International Resource Development Inc., a market-research firm. Possible specialties include industrial lasers, lasers for use with holograms, etc. By the early 1990s, there will be far fewer laser companies than at present, but those that survive will be far bigger and more profitable.



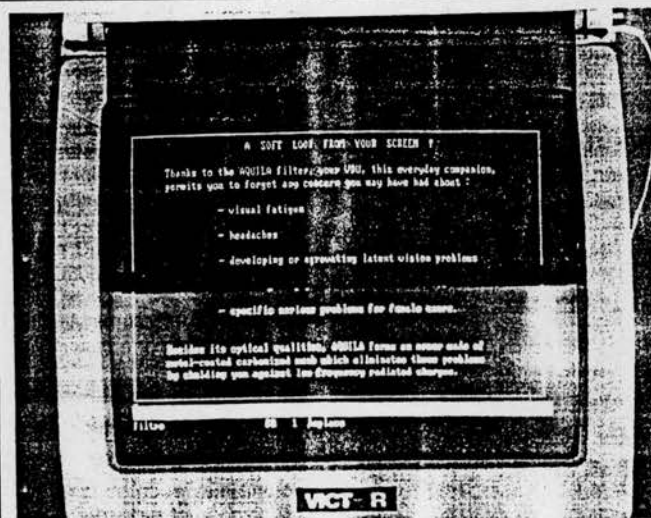
LONDON PICTURES SERVICE

Scientist teaches robot to "think" for itself — including responding to verbal commands.

Robots That Learn

Scientists are training robots to learn and to communicate with each other. Robots being developed at the Turing Institute in Glasgow, Scotland, will be able to program themselves automatically and react when things go wrong. The Institute's "Freddy 3"

system can learn and modify its behavior and can write its own programs by using its senses to evaluate critically what it has just done. The system can also communicate with other robots and humans with both gestures and speech, which the Institute labels "a major step toward narrowing the culture gap between humans and machines."



GREENWICH MARKETING CORP.

Filter for computer screens out both radiation and glare.

Blocking Computer

A filter is now available to reduce emissions from video display terminals. The Aquila filter was developed in France to block electrostatic and low-frequency emissions from computer monitors and is recommended by health, safety, and labor offi-

cials in European countries. The device, offered in the United States by Greenwich Marketing Corporation of Stamford, Connecticut, also combats glare and screen reflection — common causes of eyestrain, blurred vision, and headaches.

Life-Saving Vest

Doctors are testing a computerized vest for emergency care of heart-attack victims. The vest rapidly inflates and deflates to rhythmically squeeze the chest and keep blood flowing to the stricken heart. The vests, developed at Johns Hopkins University School of Medicine, will require little training to operate and could be used by ambulance attendants, emergency personnel, or family members of high-risk individuals.


More Women in Male-Dominated Occupations

Large numbers of women have entered traditionally male-dominated occupations in the United States. According to the U.S. Census Bureau, the percentage of accountants, computer programmers, lawyers, managers, and engineers who are women has grown dramatically during the 1980s. The ratio of female-to-male earnings in many of these professions has also risen — although an earning gap still exists.

S. 179. B05
min
2. 9. 88

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, February 9, 1988, at 6:30 p.m. in the Board Room at Townsite Centre.


Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie _____	Allen Lund _____
Jeanne Seigel _____	Anton Hastad _____
Michael Hulett _____	Wayne Alexander _____
C. A. (Curt) Borgen _____	Bennett Trochlil _____

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent

IV. APPROVAL OF MINUTES Appendix A

Recommendation: Move to approve the minutes of January 13 and 26, 1988.

*V. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

Recommendation: Move to approve the items on the consent agenda.

*VI. CONSIDERATION OF CLAIMS Appendix B

VII. COMMUNICATIONS

VIII. OPPORTUNITY FOR CITIZENS TO SPEAK

IX. "WE ARE PROUD"

1. Twenty four students participated in their School Spelling Bee. Winners at school level were:

Probstfield - Heidi McDonald
Riverside - Heidi Bergerson and Jessica Broten
Edison - Jason VandeLoo
South Campus - Becky Tkachuk (7th grade)
Stacy Anderson (8th Grade)
North Campus - Laura Anderson

Fifth, sixth, seventh and eighth grade students competed in the District Spelling Bee February 1 at the Senior High. Winners were:

Scott Langeberg - gold medal
Seth Kovash - silver medal
Colin Carlson - bronze medal

These students will advance to the Regional Competition at Fergus Falls on Saturday, March 5.

2. Howard Anderson, South Campus, was selected as Moorhead Public Schools Teacher of the Year by the MEA Selection Committee. He has been a teacher in the district for 24 years.

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

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. Consider February 23 (Trochil) Appendix C
Meeting

Explanation: Under the provisions of M.S. 202A.19, no school board, county board of commissioners, township board or city council can conduct a meeting after 6:00 p.m. on precinct caucus day.

Recommendation: The Board will need to choose an alternate day/time.

2. Consider Personnel (Bergen) Appendix D

New Employees

Kim Swedberg - Aide, Washington, \$6.70 per hour, effective January 27, 1988

Cathy Brennan - Marketing Specialist, Moorhead Technical Institute, effective February 15 through June 30, \$7,448.00, (\$9.75 per hour)

Marlin Aagenes - Small Business Management Instructor, Moorhead Technical Institute, effective June 30, BA (0) 9, \$11,306.70 (\$22,613.00)

PERSONNEL (continued)

Resignation

James Wickum - Custodian, Moorhead Technical Institute, effective February 12, 1988

Kathy Johnson - EMH Aide, Senior High, effective February 29, 1988

Early Retirement

Robert Haugstad, Custodian, Moorhead Technical Institute, effective June 30, 1988

-
3. Consider Title IV (Swedberg) Appendix E
Education

Explanation: The Title IV Indian Education Grant proposal for 1987-88 will be presented and discussed.

Recommendation: Move to approve the Title IV grant application as proposed.

-
4. Review North Campus (Trochlil) Appendix F
Remodeling Bid Process

Explanation: Bill Cowman, of Foss Associates, will review the bid specifications for North Campus remodeling.

The bid openings will be held Thursday, February 18 with recommendations regarding awarding of bids to be made at the next Board meeting.

-
- *5. Consider Nonresident (Trochlil) Appendix G
Agreement

Explanation: The following agreement is being subject to Board action of Ulen-Hitterdal Public Schools with whom the agreement is being made:

Janet Roones - 8th grade - to attend South
Jeannie Roones - 5th grade - to attend Probstfield
Danniel Roones - 3rd grade - to attend Edison
Dennis Gierszewski - 1st grade - to attend Edison

Recommendation: Move to approve the nonresident agreement for the above listed students.

*6. Consider Investments (Lacher) Appendix H

Explanation: Approval is requested for investments #394 through #398 and for trust transfers as shown in Appendix H-1.

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

*7. Consider MEEP Application (Trochlil) Appendix I

Explanation: Appendix I-1 contains the application for participation for Minnesota Educational Effectiveness Programs completed by North and South Campus.

Recommendation: Move to authorize the applications effective for the 1988-89 school year.

*8. Consider Foreign Travel (Trochlil) Appendix J

Explanation: Del Larson, fourth grade teacher at Washington, has been selected to receive a Travelers Society Fellowship for the 1988 Minnesota/Soviet Seminar. He will participate in the Field Study Seminar in the Soviet Union from March 26 through April 9, which will include our spring break.

The Blandin Foundation has provided the major portion of the funding. The school district will provide a substitute and \$400.00 of staff development funds.

Recommendation: Move to approve the foreign travel as outlined.

XI. FOR YOUR INFORMATION Appendix Z

1. Futures Article - The Futurist, January-February, 1988 - Appendix Z-1
2. Jerry Harter, Assistant Principal at Senior High, will talk about the reasons why the high school has been discussing changes in starting times.

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Title IX	Thursday, Feb. 11	7:00 a.m.	Townsite
Superintendent's Advisory Council	Thursday, Feb. 11	7:15 p.m.	Trochlil's
Staff Workshop	Friday, Feb. 12		
PER	Friday, Feb. 18	7:00 a.m.	Townsite
Policy Review	Monday, Feb. 22	7:00 p.m.	Townsite

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

1. Committee Reports - The following committees have met and representatives may wish to report:
 - °Long Range Planning - Alexander
 - °Joint Powers - Seigel
 - °Clay County AIDS Task Force - Seigel
 - °AIDS Presentations - Seigel/Sillers
 - °Schools Partnership Executive Conference - Trochlil
2. "What's Going On In The Moorhead/Fargo/West Fargo Area?"
3. Contracts for Central Administration and Supervisors

XIII. ADJOURNMENT

NEXT SCHEDULED MEETING to be decided at meeting

Regular Meeting
Board of Education
Independent School District #152
January 13, 1988

Members Present: Douglas Fagerlie, Jeanne Seigel, Michael Hulett, C. A. (Curt) Borgen, Allen Lund, Wayne Alexander and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and the audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding Personnel, Easement, Nonresident Agreement, and Make-up Day on Calendar of Events.

MINUTES - Hulett moved, seconded by Lund, to approve the minutes of December 8 and 15, 1988, and the corrected minutes of January 22, 1988. Motion carried.

CONSENT AGENDA - As part of the consent agenda, Borgen moved, seconded by Fagerlie, to approve the Claims on the consent agenda. Motion carried.

CLAIMS - As part of the consent agenda, The Board approved the claims, subject to audit, for \$1,441,504.17.

GENERAL FUND	\$ 151,141.39
FOOD SERVICE	31,150.13
TRANSPORTATION FUND	233,064.43
COMMUNITY SERVICE	7,833.94
CAPITAL EXPENDITURE	63,964.85
CONSTRUCTION FUND	13,556.00
DEBT REDEMPTION	474,708.35
MAVTI-GENERAL FUND	106,813.88
MAVTI COMM SERVICE	18,636.00
VO-TECH CAP. OUTLAY	108,395.22
VO-TECH BOND RDTN	203,415.93
REPAIR & BETTERMENT	4,770.00
FED FINANCIAL AIDS	14,124.80
AVTI STUD SEN & MISC	6,170.53
TOWNSITE CENTRE	3,758.72
TOTAL	\$1,441,504.17

CAPITAL OUTLAY GUIDELINES - Jernberg updated the Board as to progress regarding revision of the Capital Outlay guidelines. The final Capital Outlay budget will be brought to the Board for adoption in March or early April.

Borgen moved, seconded by Hulett, to adopt the preliminary Capital Outlay Guidelines (4th draft) as presented.

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NORTH CENTRAL ASSOCIATION K-12 PROGRAM - Jim Cummings, member of the North Central Association Steering Committee, was present to review the Report on K-12 Curriculum...Math.

The committee was in agreement that the mathematics program is in a healthy state and is continuing to grow and that Moorhead Schools offer a wide range of courses that address the academic needs of the students.

Improvement plans will be prepared and transmitted to North Central Association after review by the PER Committee.

Hulett thanked Cummings for the good work he has done on this and other committees in the district.

Fagerlie moved, seconded by Borgen, to accept the North Central Association report and to direct staff in each building to: review the report; and, to present reactions and a plan of action in response to the recommendations presented. Motion carried.

FINANCIAL AUDIT - Hulett moved, seconded by Borgen, to approve the proposed fees of \$22,350.00 for 1987-88 and \$22,950.00 for 1988-89, for preliminary financial audits. Motion carried.

PROPERTY AND LIABILITY COVERAGE - Lacher presented a summary of quotations received on the district's coverage and recommendations from Mr. Munighan of Warner & Co..

Lund moved, seconded by Borgen, to approve continued coverage with CIGNA Insurance Co., including \$1,000,000.00 liability and school board errors and omissions insurance to National Union Insurance Co. Motion carried.

PERSONNEL - Borgen moved, seconded by Lund, to approve the following personnel changes:

Resignation

Lee Shook - Band, Middle School South Campus, effective December 22, 1987

Maternity Leave

Jackie Mann - Social Studies, Senior High, March 11 to April 25

Cathy Kimball - Food Service, beginning March 25, 1988, approximately six weeks

Leave of Absence

Janice Olson - EC:SE Aide, Riverside, for two months, effective January 5, 1988

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PERSONNEL (continued)

Add to Contract

Ann Dahl - Riverside, added .214 time to Reading, beginning January 4, 1988, BA+30 (1) \$21,678.00 x .214 = \$2,701.89 (106 days)

New Employees

Jane Bedard - EBD teacher, Edison/Riverside, effective January 6, 1988, BA+15 (6) \$12,209.60 (\$21,367.00)

Denise Johnson - Band, North Campus, MA+30 (7) \$15,471.36 (\$27,605.00) effective January 8, 1988

Change in Contract

Kitty Howland - half-time aide, Probstfield, to full-time, effective January 11, 1988

Motion carried.

TRANSFERS - TRUST ACCOUNT - Alexander moved, seconded by Hulett, to approve transfers to/from trust accounts. Motion carried.

RENTAL RENEWAL - Borgen moved, seconded by Hulett, to approve rental of 1,800 sq. ft. of storage space to Region I at \$3.25 per sq. ft. for \$5,850.00 annually or \$487.50 monthly for November 1, 1987 through June 30, 1988.

EASEMENT - The Board and administration discussed the request for a three year temporary easement for the 21st St. project by the City of Moorhead for which they will pay the district \$1,407.00.

Discussion was held on the study being conducted by the Chemical Spill Committee and possible emergencies that could occur. The Board recommended that Bergen take a proposal to the committee regarding a bunker being constructed along the parking lot of the high school from dirt removed for the temporary easement.

Borgen moved, seconded by Lund, to approve the offer for the new easement as proposed. Motion carried.

NONRESIDENT AGREEMENT - Hulett moved, seconded by Alexander, to approve the nonresident agreement for Cory J. Krogen, a Lake Park student, to attend South Campus. Motion carried.

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FOR YOUR INFORMATION

1. Moorhead Public Service Department has provided materials and in-service to pilot a program of electrical safety for grades K-3 at Washington School. Grade level chairpersons will also be in-serviced so that the program can be implemented in all elementary buildings in the fall of 1988, assuming the pilot is successful.
2. 1986-87 Food Service Audit - Lacher reviewed actions taken in response to audit comments.

CALENDAR OF EVENTS

1. Trochlil informed the Board that the January 12 storm day would be made up on Monday, February 15.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Committee Reports:
Sports Center Expansion - The next meeting will be held on January 26, 4:00 p.m..
AIDS Meeting - Seigel reported on the meeting held at the Heritage Center on Monday, January 12 by Moorhead, Dilworth, Fargo and West Fargo. Policies were explained and ways to help each other were discussed.
Stress, Depression & Suicide - The committee met with approximately 25 people in attendance. Guidelines and policy were discussed with prevention and understanding being emphasized.
2. "What's Going On In the Moorhead/West Fargo/Fargo Area?"
Bob Martin, Moorhead Public Works, indicated the city is planning to assist in upgrading: 8th Street; the I-94 exit at 21st Street; entrance/exit to the Holiday Mall; and, adding another lane or bridge on 4th Avenue and 8th Street.
3. The Board and superintendent discussed the School Board Travel Budget.

ADJOURNMENT - The meeting was adjourned.

Anton Hastad, Clerk

Regular Meeting
Board of Education
Independent School District #152
January 26, 1988

Members Present: Douglas Fagerlie, Allen Lund, A.C. (Curt) Borgen, Jeanne Seigel, Michael Hulett, Wayne Alexander and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and the audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding Administrative Support Careers - Moorhead Technical Institute.

CONSENT AGENDA - Borgen moved, seconded by Lund, to approve the following items on the consent agenda: Investments and Trust Transfers, Make Up Day and Annual Leadership Conference. Motion carried.

TAX ANTICIPATION CERTIFICATES - Myron Knutson, Evenson Dodge, Inc., was present to make a recommendation on awarding bids for \$2,900,000 tax anticipation certificates.

Borgen moved, seconded by Alexander, to award the bid for \$2,900,000 tax anticipation certificates to Merrill Lynch Capital Markets, Chicago, at an interest rate of 5.2%. Motion carried.

The signed resolution will be attached to the minutes.

ART PRESENTATION - The Board, administration, and audience were given a tour of the art facilities at North Campus. Judy Christoffersen and Crystal Thorson, instructors, described their comprehensive program with slides and hands on demonstrations.

Jernberg informed the Board that Moorhead schools' art department was one of 22 schools selected to receive a Selection of Excellence Award at a reception to be held at the Governor's residence in St. Paul on February 9.

MOORHEAD TECHNICAL INSTITUTE - ADMINISTRATIVE SUPPORT CAREER PROGRAMS - Charlotte Christensen, instructor, presented a review of a curriculum development project for the Administrative Support Career Programs offered at the Area Vocational Technical Institutes in the State of Minnesota.

Jan Tracy and Mary Marty, students, informed the Board and audience of their enrollment and achievements in the program.

The Board expressed their appreciation for the well done presentation and the Moorhead Technical Institute people expressed their appreciation for their Adopt-A-School Board member, Curt Borgen.

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TECHNICAL INSTITUTE OFFICE AUDIT - Borgen moved, seconded by Lund, to approve an audit of the four offices (administration, adult extension, business and student services) at the Institute. Motion carried.

NORTHWEST MINNESOTA EDUCATION CONSORTIUM - Alexander moved, seconded by Hulett, to allocate \$4,000.00 for Moorhead Technical Institute to join the Northwest Educational Consortium for the 1988 calendar year. Motion carried.

INVESTMENTS AND TRUST TRANSFERS - As part of the consent agenda, the Board approved the investments and trust transfers.

PERSONNEL - Hulett moved, seconded by Borgen, to approve the following personnel changes:

Change in Contract

Kay Peterson - Physical Education teacher, Senior High and North Campus, from .786 time to full time second semester, \$2,085.97

Phyllis Cassatt - English teacher, Senior High, from .786 time to full time second semester, \$2,085.97

Jackie Mann - Social Studies teacher, Senior High, from .786 time to full time second semester, \$9,747.50

Mary Shimabukuro - Science teacher, Senior High, from .786 time to full time second semester, \$2,741.20

Denita Clapp - Business teacher, Senior High, from .571 time to .786 time, second semester, \$2,741.20

New Contracts

Stanley Olson - Industrial Arts teacher, Senior High., 571 time for second semester (91 days) BA+60 (14) \$8,758.00 (\$30,676.00)

Kent Amundson - English teacher, Senior High, .429 for second semester, BA(0) \$4,181.68 (\$19,495.00)

ADDITIONAL TEACHING TIME - Bergen informed the Board of the need for two additional teaching hours (one hour in Home Economics and one hour in Science) for Middle School South Campus.

Borgen moved, seconded by Lund, to approve the addition of two hours teaching time at South Campus, effective February 1. Motion carried.

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1987-88 BUDGET - Lacher reviewed previous discussion on the 1987-88 budget and distributed budget books to the Board.

The Board approved the final 1987-88 budget:

	<u>Revenues</u>	<u>Expenditures</u>
General Fund	\$18,665,057	\$18,244,540
Food Service Fund	716,745	728,050
Transportation Fund	1,086,790	1,153,250
Community Service Fund	431,145	432,067
Capital Outlay Fund	1,459,000	1,581,956
Building Fund		650,000
Debt Service Fund	543,610	585,770
Townsite Centre Fund	225,000	288,980

Lund moved, seconded by Alexander, to approve the 1987-88 Budget. Motion carried.

PRELIMINARY GENERAL FUND BUDGET 1988-89 - The purpose of passing this budget is to have Board authorization to publish dates and to bid for 1988-89 supplies.

Alexander moved, seconded by Borgen, to approve the preliminary General Fund Budget of:

<u>Revenues</u>	<u>Expenditures</u>
\$19,181,725	\$19,185,097

Motion carried.

MAKE UP DAY - As part of the consent agenda, the Board approved Monday, February 15, as the storm make up day. Motion carried.

HEALTH CURRICULUM - Members of the Health Committee presented reviews of the curriculum: Sandee Rasmussen - K-3; Jim Ellingson - grades 4-6; and, Darrel Naugle - 7-12. Jernberg thanked the presentors for providing leadership within the curriculum effort and for their excellent presentations.

Lund moved, seconded by Fagerlie, to approve the Health Curriculum which has been previewed by the PER Committee. Motion carried.

UPDATE OF AIDE PRESENTATIONS - Cynthia Sillers, AIDS Education Coordinator, updated the Board on meetings with Fargo/West Fargo and Dilworth Schools and progress made on coordinating their education efforts. She presented a schedule of AIDS presentation to be made in Moorhead School District starting February 3.

ANNUAL LEADERSHIP CONFERENCE - As part of the consent agenda, the Board approved payment of \$2,860.00 to Maddens in Brainerd for registrations for MEEP Teams to attend the Annual Leadership Conference in April.

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OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION -

1. Committee Reports
 - ° Chamber Retreat - Five board members attended. There was very good communication.
 - ° Policy Review - Seigel reported that the Attendance and Student Activity Fee Policies were addressed.
 - ° PER - Alexander reported that changes were reviewed in the Health curriculum and five new course requests were addressed.
 - ° Superintendent's Advisory Council - Trochlil reported that they discussed the 5th grade move, the Art Program and Day Care.
 - ° City Meeting on Upgrading Eighth Street - Bergen reported that they plan to create better safety for pedestrians on 8th street and are discussing options.
 - ° Contracts for Central Administration and Supervisors - They will be meeting on this issue on January 29.
2. Discussion was held on the status of restroom doors in the school buildings.
3. Borgen informed the Board of a plan to build a technical institute research plant at Crookston or Waseca and asked if a resolution could be passed to state our preference of Crookston as the site. Trochlil will check into this issue and get back to the Board.

Anton Hastad, Clerk

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM JANUARY 21, 1988 TO FEBRUARY 4, 1988

INVEST NO.	DATE	AMOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST (NET)	BANK OR S&L	BROKER
394	01-19-88	99000	01-31-89	8.375	8518	SILVERADO S & L	HIGH YIELD
395	01-29-88	99000	08-01-88	7.875	3951	SANTA BARBARA S & L	direct
396	01-29-88	99000	07-29-88	8.125 *	3888	HERITAGE SAVINGS BANK	HIGH YIELD
397	01-29-88	99000	07-29-88	8.5 *	4129	MURRAY S & L	HIGH YIELD
398	01-29-88	99000	07-29-88	8.25 *	3949	SUN SAVINGS	HIGH YIELD
* FEE OF .25% PAID				TOTAL	24435		

TRANSFERS TO/FROM TRUST ACCOUNT
FROM JAN 21, 1988 TO FEB 4, 1988

DATE	Transfers from checking TO TRUST	Transfers FROM TRUST to checking
01-21-88	\$ 425,000	\$
01-22-88		100,000
01-29-88		200,000
02-01-88		300,000

MINNESOTA EDUCATIONAL EFFECTIVENESS PROGRAM

Application for Participation
88-89

Chapter 314, Article 8, Section 2 and 3

The undersigned agree to the following processes leading to the development of an effective school.

1. The professional staff of the building names below is aware of the components of the Minnesota Educational Effectiveness Program and is committed to participation in the program.
2. A leadership team composed of the building principal, a minimum of two (2) teachers (2 additional teachers, other staff, and/or parents may be members of the leadership team), and a district level administrator will be identified and will participate in all phases of the training model.
3. The leadership team will attend a five-day training session provided by the State Department of Education during the summer of 1988. Travel, meals, and lodging for the workshop will be provided by the district.
4. District administration will support the efforts of the building level leadership team in the requisite planning for, and involvement of, the building level staff in on-site training by the following:
 - a.. Establish and support a Building Level Leadership Team which will develop an improvement plan for the school related to identified characteristics of effective schools.
 - b. Allocate at least six (6) full days of release time for members of the leadership team planning committee.
 - c. Designate at least two (2) full days of scheduled workshop time for Educational Effectiveness activities for the building staff.
5. Provide data as required by the evaluation plan related to student achievement, teacher knowledge, and instructional behaviors, and staff perception of changes in the school's organizational climate.

We have reviewed the above criteria and agree to meet them.

_____	_____
Superintendent	Date
_____	_____
Building Principal	Date
_____	_____
Building Name	District name and #
_____	_____
Building Address	

FUTURE SCOPE

American Indian Planning

American Indians have a long tradition of practicing participatory democracy in planning and land-use management.

In spite of the stereotypes that Indians cannot manage their land, they do develop their own land-use and community-service plans to protect their resources and culture, according to research by a land-use planner in Arizona.

"The stereotype of Indian incompetence gives officials the excuse to take over their land and resources and destroy their culture," says Jon Norstog of the CH2M Hill Inc. engineering firm.

Broad-based participation in the Indians' planning process not only helps reduce clashes between older, more-traditional tribal members and younger progressives, but also tends toward comprehensive planning.

For example, when the Gila River Indian Community faced pressure from developers on its reservation south of Phoenix, Arizona, the community held more than 50 meetings to develop a comprehensive reservation plan. More than half the tribe participated, with members speaking at length about the history of the community. The result, with encouragement from the Bureau of Indian Affairs, was increased tribal control over land and resources and increased coordination of planning and development with neighboring jurisdictions.

Source: The American Society of Mechanical Engineers, 345 East 47th Street, New York, New York 10017.

Deforestation and the Greenhouse Effect

Research on the Amazon River may help predict the climatic effects of tropical deforestation.

The Amazon's contribution to the atmosphere of climate-controlling gases like carbon dioxide and methane could be larger than previously suspected, say University of Washington researchers. Trees and other vegetation absorb carbon dioxide as they grow, then release it when they burn or decompose. Bacteria feeding on organic debris produce methane.

Methane produced in the expanding flood plain of the Amazon may help explain why methane in the atmosphere is increasing, perhaps even faster than carbon dioxide. Methane is present in the atmosphere in much smaller concentrations than carbon dioxide, but it is 10 times stronger as a greenhouse gas.

The Amazon rain forest is being cut down at a rate of 4,000 square miles a year for lumber, roads, settlements, or pastures.

Source: University of Washington, 400 Administration, AI-10, Seattle, Washington 98195.

In Search of Randomness

To be perfectly fair, a game of chance would have to be perfectly random. But nothing in life is random, says probability expert George Marsaglia of Florida State University.

The essence of randomness, says Marsaglia, is that a person cannot predict the outcome in a game of chance or the sequence of numbers generated by a computer program.

In his search for a purer and truer form of randomness, Marsaglia is using Florida State's ETA-10 supercomputer, the fastest and most powerful in the world.

Programs that generate random numbers are vitally important in developing the best codes for national-security and military communications. Randomness is also used in banking transfers, codings used to scramble satellite signals, computer-simulation studies, opinion and political polling, and gambling.

Today's random-number programs are highly reliable but not totally random. They are capable of repeating themselves. Marsaglia is hoping to improve conventional random-number generators by mixing a supercomputer program with the output of other programs.

Source: Florida State University, Hecht House, Tallahassee, Florida 32306.

Artificial Chromosome

An artificial chromosome may speed up scientists' attempts to completely map the 46 human chromosomes that carry genetic information.

Developed by scientists at Washington University in St. Louis, the artificial chromosome combines small regions of a yeast chromosome with a large fragment of a human chromosome. The procedure allows researchers to mass-produce human DNA segments 10 times larger than previously possible.

By enabling scientists to routinely work with relatively huge DNA fragments, the new technique also solves the single most significant technological problem impeding the complete mapping of the human genome.

Genetic mapping could provide clues to such diseases as cystic fibrosis, muscular dystrophy, and Huntington's chorea. Scientists also hope to isolate genes of interest, such as growth hormones. Eventually, gene mapping may help scientists to understand highly complex diseases like schizophrenia, heart disease, and inherited cancers, which are dependent on relationships between different genes and, in some cases, the environment.

Source: Washington University in St. Louis, Campus Box 1070, One Brookings Drive, St. Louis, Missouri 63130.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, March 8, at 6:00 p.m. in the Multi- Purpose Room at Moorhead Technical Institute.

Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie _____	Allen Lund _____
Jeanne Seigel _____	Anton Hastad _____
Michael Hulett _____	Wayne Alexander _____
A. C. (Curt) Borgen _____	Bennett Trochlil _____

Lynn Prom Reception - 6:00 - 6:30 p.m. - Chef's Dining Room

°The Chamber of Commerce and School District will host the reception to honor Lynn Prom as winner of the Excellence In Education Award sponsored by the Minnesota Chamber Foundation.

°Maynard Hemmah and Duane Barnard, Chef Training Instructors, and students, are preparing and serving the reception as a Chef Program Demonstration.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- IV. APPROVAL OF MINUTES Appendix A

Recommendation: Move to approve the minutes of February 9 and 23, 1988.

*V. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

Recommendation: Move to approve the items on the consent agenda.

S-109-1805
min
3, 8, 88

VII. COMMUNICATIONS

VIII. OPPORTUNITY FOR CITIZENS TO SPEAK

IX. "WE ARE PROUD"

1. The School District recently received a letter from Dr. Ruth Randall, Minnesota Commissioner of Education, commending the District's Chapter I program. Upon review of the 1986-87 Chapter I Evaluation Report, Dr. Randall stated "...that the student achievement gains reported on your evaluation for both reading and mathematics substantially exceed the state and national averages at all grade levels served.

Dr. Randall expressed congratulations to the district's staff and students in our Chapter I project." A copy of the complete letter is found in Appendix IX-1.

2. Teri Hoeft, junior, is the representative from Senior High on the United Way Allocation Board, appointed by the Student Council.
3. Moorhead Knowledge Bowl teams took 1st, 3rd, and 4th place in the meet held on February 18. First place team members were Karl Knuston, Tom Johnson, Amy Fellend, Chris Gring and Desiree Swain.
4. Moorhead's three Knowledge Bowl teams finished 1st, 2nd, & 4th in competition with Alexandria and Fergus Falls on February 23.
5. The Moorhead "Jets" Math team took first place at the competition in Fergus Falls on February 20.
6. Moorhead High Speech squad won 1st place in the Shanley Invitational on February 20. This is a first in MHS Speech competition.
7. In the Tri-College Mathematics contest, Tom Johnson was top individual winner and Karl Knutson placed 9th. The freshmen teams took 1st and 5th places. Junior high individual winner was Michael Lin (perfect score).
8. In the West Central Division of the Math League, the Moorhead team is the #1 Division team in the West Central Division of the Math League and Donny Lee is the season high scorer. The team will advance to the state tournament. Scott Pearson, Heidi Anderson, Desiree Swain, Tom Johnson, Karl Knutson & Tony Ishaug ranked in the top ten of the division of Math League.
9. Moorhead Wrestlers Tim Dickason, Brian Mancini & Mike Hagemen will be going to state tournaments.
10. Ann Moyano Recognition Letter - attached

"WE ARE PROUD" (continued)

10. The gymnastics team placed 5th in the regionals February 20. Congratulations to Kathy Schwab, Jenni Dickason & Krist Sahr.

X. MOORHEAD TECHNICAL INSTITUTE AGENDA

UNFINISHED BUSINESS

NEW BUSINESS

1. Chef Training Presentation (Johnson) Appendix C
- MTI

Explanation: Chef Training Instructors, Maynard Hemmah and Duane Barnard, will give a presentation of the Chef Training Program at Moorhead Technical Institute.

Recommendation: For information only.

2. Yearly Contract with (Johnson) Appendix D
The Forum

Explanation: Cathy Brennan, Marketing Specialist at MTI, has researched the possibility of obtaining a printing contract with The Forum for the purpose of advertising. She has checked into the number of advertising "inches" used in the past year by both Moorhead Technical Institute and Adult Education. The total was 600 inches. By combining the two and signing a yearly contract, we can save a considerable amount of money on advertising rates.

Cathy Brennan and Mary Davies estimate that together at least 900 inches would be used during the 1988-89 year. Last year we were charged \$15.27 per column inch. Under the new combined rate, we would be charged \$12.56 per column inch, a savings of \$2.71 per column inch. Should we use more space than this, a rebate would be given. A decision must be made before April 1, as a rate hike will go into effect at that time.

Recommendation: Move to approve the advertising contract with The Forum.

3. Bid Award - MTI (Lacher) Appendix E

Explanation: Bids will be opened for a copy machine at Moorhead Technical Institute on Monday March 7. The bid summary will be available at the meeting.

Recommendation: A recommendation will be given at the meeting.

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

A. UNFINISHED BUSINESS

1. Consider Locker Replacement (Jernberg) Appendix F

Explanation: Dick Jones, Principal at Middle School South Campus, will discuss preliminary plans for locker replacement utilizing available used lockers from Fargo YMCA.

Funding would include utilization of \$1,300.00 fund balance in current building capital outlay budget supplemented by funding from community organizations.

Recommendation: A recommendation may be given at the meeting.

2. Consider School Bus (Bacon) Appendix G
Routing Hardware/Software

Explanation: A proposal for school bus routing software and associated hardware needs was presented at the last Board meeting. Appendix G-1 is the explanation and recommendation.

Recommendation: Move to approve the purchase of the software and associated hardware needs for school bus routing.

3. Consider Federal Asbestos (Lacher) Appendix H
Inspection

Explanation: Orv Kaste has received quotations from three firms offering to provide the management plan and training needed to comply with Federal regulations. We will need to submit our plan to the State on October 12, 1988 (Appendix H-1).

Recommendation: Move to approve Midwest Asbestos Consultants Inc., to develop our AHERA Management Plan and provide training at a cost not to exceed \$23,000. This will be part of the dedicated hazardous levy in capital outlay.

4. Consider Vending Services (Lacher) Appendix I

Explanation: Appendix I-1 is a memo regarding the vending service bids. All pertinent information is attached to the memo.

Explanation: Move to approve the recommendation as listed in Appendix I-1.

New Employee

Joy Nesvig - EMH-WEH Coordinator, Senior High, effective February 25, 1988, BA (4) \$7,390.96 (\$19,495)
Jan Boyle - Marketing Secretary, Moorhead Technical Institute, \$6.70 per hour, effective February 29, 1988
Nancy Burd - Adult Education Secretary, Moorhead Technical Institute, 12 months, \$6.70 per hour, effective March 1, 1988
Lois Hogenson - Multi-Handicapped Aide, Senior High, effective 29, 1988, \$6.70 per hour, \$3,236.10

Retirement

Lorraine Bundy - Social Studies Teacher, South Campus, effective June 3, 1988
Thelma Kotte - Head Cook, Edison, effective at the end of the 1987-88 school year

Maternity Leave

Sheila Waclawik - Secretary, Adult Education, from April 4 through April 18

Change of Assignment

Jeanette Grinde - EC:SE Aide, Riverside, from Multi-Handicapped Aide, Senior High, effective February 29, 1988

6. Review Management Plan
for 1988-90

(Trochlil)

Appendix K

Explanation: Appendix K-1 is the second draft of the needs, wants and dreams of district personnel.

This document has been reviewed with district-wide administrators and supervisors.

The expectations of the Board at this meeting are:

- °carefully review the working draft of this Plan which is written in a format that highlights district issues.
(these are abbreviated comments and may not be clearly understood until there is discussion)
- °recommend additions/deletions/corrections
- °use the Long Range Plan to establish district initiatives in this plan
- °be knowledgeable of the district's survey material
(Alexander report)
- °be knowledgeable of the 1987-89 budgets (refer to B. Lacher's binder of financial information)
- °awareness of legislation that may have district implications

The next step is that the administration will take this information and begin to prioritize the major initiatives for 1988-90 using the nine strategic goal statements of the LRP as a structure.

Recommendation: For discussion only.

7. Summer School

(Trochlil)

Appendix L

Explanation: Howard Murray, Director of Summer School, will review proposals for 1988 Summer School with the Board. The program will consist of developmental programs for students in Assurance of Mastery, students who have failed specific courses, special education, and summer music.

Recommendation: Move to approve the Summer School Program as outlined.

*8. Consider Student Activity (Trochlil)
Fee Policy (Code: IGDE)

Appendix M

Explanation: Appendix M-1 is the policy, Student Activity Fee (Code: IGDE) that has been approved by the Policy Review Committee.

Recommendation: Move to approve the Student Activity Fee Policy (Code: IDGE).

*9. Consider Crisis (Trochlil)
Intervention Policy
(Code: JHB-A)

Appendix N

Explanation: Appendix N-1 is the policy, Crisis Intervention (Code: JHB-A) that has been approved by the Policy Review Committee.

Recommendation: Move to approve the Crisis Intervention Policy (Code: JHB-A).

*10. Consider Acceptance (Jernberg)
of Gifts

Appendix O

Explanation: The school district is in receipt of the following donations for the high school baseball program:

°Veterans of Foreign Wars - \$800.00
°American Legion Post No. 21 - \$800.00
°anonymous - \$350.00

Recommendation: Move to approve the donations as shown above and direct letters of thanks be sent.

XII. FOR YOUR INFORMATION

Appendix Z

1. Investments of Tax Anticipation Revenues - (Appendix Z-1) - Lacher
2. State's Progress In Public Educations Slows Down - Appendix Z-2 - Jernberg
3. Future's Article - Appendix Z-3

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Superintendent's Advisory Council	Thursday, March 10	7:15 p.m.	Trochlil's
Elementary Parent- Teacher Conferences (no school for students)	Thursday, March 10 & Friday, March 11		
Leadership Moorhead	Thursday, March 10	8:00 a.m.	MTI
Athletic Council	Friday, March 11	7:00 a.m.	Townsite
State Hockey Tournament	March 10 - 12		St. Paul
PER	Thursday, Mar. 17	7:00 a.m.	Townsite
Chamber Workshop on AIDS	Wednesday, Mar. 23	8:30 a.m.- 4:30 p.m.	Regency
MN Student Inventors Congress Regional Fair	Saturday, Mar. 26	1:00 p.m.	Fergus Falls Westridge Mall
Policy Reveiw	Monday, Mar. 28	7:00 p.m.	Townsite
METRO Inventors Convention	Thursday, Mar. 29	7:00 p.m.	Senior High Gymnasium

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

1. Reports - The following groups have met and representatives may wish to report:
 - °Calendar - Fagerlie
 - °Sports Center - Borgen
 - °Athletic Council - Borgen
2. "What's Going On In The Moorhead/Fargo/West Fargo Area?"
 - °
 - °
 - °

XIV. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, March 22, 1988

Regular Meeting
Board of Education
Independent School District #152
February 9, 1988

Members Present: Douglas Fagerlie, Jeanne Seigel, A.C. (Curt)
Borgen, Allen Lund, Anton Hastad, Wayne Alexander and Bennett
Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and the audience
in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, removing Nonresident
Agreement from the Consent Agenda.

MINUTES - Alexander moved, seconded by Lund, to approve the minu-
tes of January 13 and 26, 1988. Motion carried.

CONSENT AGENDA - Lund moved, seconded by Hastad, to approve the
following items on the consent agenda: Claims, Investments, MEEP
Application and Foreign Travel. Motion carried.

CLAIMS - As part of the consent agenda, the Board approved the
claims, subject to audit, for \$708,340.39.

GENERAL FUND	\$152,465.19
FOOD SERVICE	32,067.34
TRANSPORTATION FUND	182,367.50
COMMUNITY SERVICE	7,451.68
CAPITAL EXPENDITURE	114,539.92
CONSTRUCTION FUND	28,180.45
MAVTI-GENERAL FUND	135,258.21
MAVTI COMM SERVICE	16,584.71
VO-TECH CAP. OUTLAY	19,982.44
FED FINANCIAL AIDS	9,419.62
AVTI STUD SEN & MISC	4,003.39
TOWNSITE CENTRE	6,019.94
 TOTAL	 \$708,340.39

COMMUNICATIONS - Seigel read a letter from Mindy Greiling, School
Board Member at Roseville Area Schools, stating the Long Range
Planning Presentation at the Minnesota School Boards Convention
was "terrific" and requested a copy of our plan.

FEBRUARY 23 MEETING - Hastad moved, seconded by Alexander, to hold
the February 23 Board Meeting from 4:00 - 6:00 p.m. Motion
carried.

Regular Meeting
Board of Education
Independent School District #152
February 9, 1988
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PERSONNEL - Lund moved, seconded by Fagerlie, to approve the following personnel changes:

New Employees

Kim Swedberg - Aide, Washington, \$6.70 per hour, effective January 27, 1988
Cathy Brennan - Marketing Specialist, Moorhead Technical Institute, effective February 15 through June 30, \$7,448.00 (\$9.75 per hour)
Marlin Aagenes - Small Business Management Instructor, Moorhead Technical Institute, effective February 15 through June 30, BA(0) 9, \$11,306.70 (\$22,613.00)

Resignation

James Wickum - Custodian, Moorhead Technical Institute, effective February 12, 1988
Kathy Johnson - EMH Aide, Senior High, effective February 29, 1988

Early Retirement

Robert Haugstad, Custodian, Moorhead Technical Institute, effective June 30, 1988

Motion carried.

TITLE IV EDUCATION - Borgen moved, seconded by Hastad, to approve the Title IV grant application as proposed for the 1988-89 school year. Motion carried.

NORTH CAMPUS REMODELING BID PROCESS - Bill Cowman, of Foss Associates, reviewed the bid specifications for North Campus remodeling.

The bid openings will be held Thursday, February 18, with recommendations regarding awarding of bids to be made at the next Board meeting.

INVESTMENTS - Borgen moved, seconded by Alexander, to authorize all federally insured banks and savings and loans as depositories for Independent School District No. 152. Robert Lacher and Ruth Legg are authorized to select depositories paying interest rates which they deem as most beneficial to the district. At no time shall the deposits at any one bank exceed the federal insurance coverage and 90% of the pledged collateral coverage. Motion carried.

INVESTMENT PLACEMENT - Fagerlie moved, seconded by Lund, to approve Eide Helmeke & Co. as an advisor for school district investments. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
February 9, 1988
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NONRESIDENT AGREEMENT - Borgen moved, seconded by Hastad, to approve the agreement with Ulen-Hitterdal Public Schools for:
Janet Roones - 8th grade - to attend South
Jeannie Roones - 5th grade - to attend Probstfield
Danniel Roones - 3rd grade - to attend Edison
Dennis Gierszewski - 1st grade - to attend Edison

INVESTMENTS - As part of the consent agenda, the Board approved investments of \$495,000 and transfers from checking to trust for \$425,000 and from trust to checking for \$600,000.

MEEP APPLICATION - As part of the consent agenda, the Board authorized North and South Campus applications for participation in Minnesota Educational Effectiveness Programs, effective for the 1988-89 school year.

FOREIGN TRAVEL - As part of the consent agenda, the Board approved the participation of Del Larson in the Field Study Seminar in the Soviet Union from March 26 through April 9. The district will provide a substitute and \$400.00 of staff development funds. Motion carried.

FOR YOUR INFORMATION

1. Jerry Harter, Assistant Principal at Senior High, talked about the reasons why the high school has been discussing changes in starting times:
 - °The administration at the Senior High sees a need to alleviate congestion in the building after 2:30 p.m.
 - °It is impossible to schedule staff meetings where all staff can attend because of time schedules.

Options would be to cut back to a six period day or keep the seven period day option open only to those students that start early.

This issue has not been worked through regular sources and will be addressed by parents/students/community.

2. At the January 26 meeting, the Board approved two additional teaching hours (one hour in Home Economics and one hour in Science) for Middle School South Campus, due to increased enrollment.

Dick Jones informed the Board that they found, after schedule changes, that they will not need the additional hour in Home Economics.

Seigel applauded Jones's efforts in finding this solution.

Regular Meeting
Board of Education
Independent School District #152
February 9, 1988
Page Four

FOR YOUR INFORMATION (continued)

3. Icy Roads - Ben Trochlil and Dan Bacon informed the Board that three Sabin busses were pulled off the road on County 11 on February 8, due to extremely icy conditions. All parents were notified but a few parents were displeased with the decision and the media became involved.

The county road department is working on the problem but conditions are such that any effort made is not completely satisfactory.

The transportation department and Larry Nelson (bus owner) were commended by the Board for using good judgment in considering the safety of our students foremost in making this decision.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Committee Reports

- ° Long Range Planning - Alexander reported they will have a presentation at the Senior High February 12 for the District Workshop.
- ° Joint Powers - Seigel reported that organization for the year was the main topic at the last meeting.
- ° Clay County AIDS Task Force - Seigel reported that the last week in April will be designated as "Youth Health Week" statewide.
- ° AIDS Presentations - The first session was held at Riverside.
- ° Bush Foundation Excellence Fellow Program - Seigel reported she and Keith Togstad attended and evaluation reporting was discussed.
- ° Schools Partnership Executive Conference - Trochlil reported on his trip to Atlanta, GA to participate in the Conference. Some of the issues addressed were: Literacy Today, Improving Student Performance in the Primary Grades, Schools of the 21st Century, System Approach to Educational Management, the 'At-Risk' Student and Using Informative Technology to Gain a Competitive Edge.
- ° Asbestos Abatement - The Board discussed the timeline for the start of asbestos work at the high school. Concern was expressed for not meeting starting time to ensure completion of project before school starts in the fall.
- ° Retreats - Trochlil informed the Board that the practice of holding their retreats out of the community is being questioned by other districts and there will be a need to address the issue at a later date.

Regular Meeting
Board of Education
Independent School Dist. #152
February 9, 1988
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OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Committee Reports (continued)

°Progress on Technology Endeavors - Hastad expressed concern for needing guidance in planning our technology and suggested the use of a consultant.

ADJOURNMENT - Alexander moved, seconded by Lund, to adjourn the meeting. Motion carried.

Anton Hastad, Clerk

Regular Meeting
Board of Education
Independent School District #152
February 23, 1988

Members Present: Douglas Fagerlie, Jeanne Seigel, A. C. (Curt) Borgen, Allen Lund, Anton Hastad, Wayne Alexander, and Bennett Trochlil. Michael Hulett was present at 5:00 p.m.

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration, and the audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding Acceptance of Gifts and Change of Meeting Place and Time for March 8, 1988, Board Meeting.

CONSENT AGENDA - Hastad moved, seconded by Alexander, to approve the following items on the consent agenda: Acceptance of gifts from the Veteran's of Foreign Wars. Motion carried.

NEXT SCHEDULED MEETING - Nate Johnson, Director of Moorhead Technical Institute, requested that the March 8 Board Meeting be held in their building to enable their Chef Program to present a demonstration.

Alexander moved, seconded by Lund, to approve the change in place and meeting time of the March 8 Board Meeting to the Moorhead Technical Institute, at 6:00 p.m.. Motion carried.

BOARD RESOLUTION REGARDING NORTHWEST MINNESOTA EDUCATION CONSORTIUM - Borgen moved, seconded by Hastad, to adopt the resolution supporting that location of the Agricultural Product Utilization Institute be located at the University of Minnesota at Crookston, Minnesota. Motion carried.

NORTH CENTRAL UPDATE - Mr. Phil LeBeau, State Director, informed the Board and administration of North Central's understanding in relationship with our schools.

The Senior High School has been accredited since 1908, the elementary and middle schools have filed this year and are in a candidacy status at this time, with full compliance next year, assuming the standards are met.

Mr. LeBeau applauds Moorhead School District in being one of forty-three Minnesota districts that will have all their schools accredited.

Regular Meeting
Board of Education
Independent School District #152
February 23, 1988
Page Two

COURSE ADDITIONS - Jim Westra, chemistry teacher, and Estee Stene, counselor, presented proposals for the addition of Advanced Placement Chemistry and Affective Skill Development for Adolescents course offerings at the Senior High School.

Alexander moved, seconded by Alexander, to approve the Advanced Placement Chemistry course offering at the Senior High School, effective the 1988-89 school year. Motion carried by majority vote.

Hastad moved, seconded by Borgen, to approve the Affective Skill Development for Adolescents course offering at the Senior High School, effective the 1988-89 school year. Motion carried.

NORTH CAMPUS REMODELING BID AWARD - Wayne Alexander moved, seconded by Hulett, to award the base bid for construction work at North Campus, to KBW Associates, Inc. for \$195,815.00. Motion carried.

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

Maternity Leave

Sheila Robley - Occupational Therapist District-wide, on or about April 25, 1988, for the remainder of the 1987-88 school year

Change in Contract

Mary Flesberg - Computer Instructor in Elementary Education, 213 hours, \$5,073.66

Leave of Absence

Debera Frey - Teacher for Vision Impaired, Senior High, from April 18 through June 3, 1988

Gayle Meehleib - Aide, Washington, from March 7 through June 3, 1988

Early Retirement

Nancy Barlow - Related Communications Instructor, Moorhead Technical Institute, effective May 25, 1988

Resignation

Jan Olson - Early Childhood Aide, Riverside/Lincoln, effective February 29, 1988

Motion carried.

RESOLUTION FOR REDUCTIONS IN PROGRAMS AND POSITIONS - Borgen moved, seconded by Fagerlie, to adopt the RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
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Page Three

ACCEPTANCE OF GIFT - As part of the consent agenda, the Board accepted the following gifts from the Moorhead Veterans of Foreign Wars and directed a letter of thanks be sent:

- ° First Aid Kits for the nurse's office at North and South Campus, Edison, Probstfield and Riverside, with an approximate value of \$600.00.
- ° \$1,500.00 to be used in the Teenage Health Consultant Program at the Senior High.

FOR YOUR INFORMATION

1. Project Budget - Lacher explained the project budget attachment.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Reports:

Sports Center Expansion - Borgen reported a sub-committee has been formed for the swimming pool area issue and the next meeting will be held March 14.

Policy Review - Seigel reported that the Student Activity Fee and Crisis Intervention policies were approved for submission to the Board.

PER - Jernberg reported that the S.T.E.P. program was discussed and he will be attending a state-wide conference with Linda Johnson in the near future.

Superintendent's Advisory Council - Trochlil reported that issues addressed were: High School Health Clinics, Math, "At Risk Students", the role of psychologists, early entry, adjustments to curriculum, AIDS, and Del Larson's trip to Russia.

Community Education Advisory Council - Hulett reported that issues discussed were: Futures Goals, Planning Process for Next Year and Placement the Early Childhood Program.

Education Day at Crookston - Trochlil reported that the significant issue addressed was by Randy Peterson, State Legislator who talked about the re-structuring of schools in the state and that superintendents have to show leadership in this issue.

Calendar Committee - Fagerlie reported that the 1988-89 calendar has tentatively been accepted and they will look at alternate proposals for the following year.

Chemical Use - Seigel indicated out her appreciation of a "Parents Can Make a Difference" booklet distributed by the Chemical Use Committee through Community Education.

2. "What's Going On In The Moorhead/Fargo/West Fargo Areas?"
The pertinent issue now is the Conference Center.

Regular Meeting
Board of Education
Independent School District #152
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OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION-(cont.)

3. Contracts for Central Administration - Hulett moved, seconded by Alexander, to approve the central administration two-year contract for 5.85% increase in 1987-88 and 3.99 % increase in 1988-89. Motion carried by roll call vote: Fagerlie - yes, Lund - no, Borgen - yes, Seigel - yes, Alexander - yes, Hulett - yes, and Hastad - yes.

4. Contracts for Supervisors - Hulett moved, seconded by Borgen, to approve the Supervisors three-year contract for: 4.68% increase in 1986-87; 4.82% increase in 1987-88; and, 4.40% increase in 1988-89. Motion carried by roll call vote: Fagerlie - no, Lund - no, Borgen - yes, Seigel - yes, Alexander - yes, Hulett - yes, and Hastad - yes.

ADJOURNMENT - Alexander moved, seconded by Borgen, to adjourn the meeting. Motion carried.

Anton Hastad, Clerk

FEB 25 1988



FEB 24 1988

Minnesota Department of Education

Capitol Square 550 Cedar Street Saint Paul, Minnesota 55101

Phone: (612) 296-2358

February 16, 1988

Bennett L. Trochlil
Moorhead Public Schools
810 4th Avenue South
Moorhead, Minnesota 56560

Dear Superintendent Trochlil:

My staff has reviewed your district's Chapter 1 Evaluation report for school year 1986-87. They have informed me that the student achievement gains reported on your evaluation for both reading and mathematics substantially exceed the state and national averages at all grade levels served.

On behalf of the Minnesota State Department of Education, I congratulate you, your staff, and especially the students themselves for the excellent achievement gains made by the students served in your Chapter 1 project.

These gains reflect exceptional administrative leadership as well as the commitment, dedication and competence of your instructional staff. I am confident that these achievement levels will continue. Please convey my appreciation to your staff for the fine work they have done to further the educational achievement of Chapter 1 participants.

Sincerely,

Dr. Ruth E. Randall
Commissioner of Education

RER/bjs

TO: Al Swedberg, Director of Special Services
RE: Recognition of accomplishment of Ann Moyano as a facilitator
of the Child Study Team

Ann has served as the facilitator of the George Washington Child Study Team since September 1987. She has performed with the skills of a professional! She is a good listener. She is objective. She is keenly aware of the law and the intent of the law. She is knowledgeable in her field and has a clear working knowledge of the other related fields. She is patient. She is an advocate of children's rights, etc. She truly performs in an admiral manner. She has been flexible in her days and hours enabling the team to meet the true spirit of partnership with the parents in the development of the IEP and the resulting program.

I thank Ann and you for the current program which truly exceeds my original expectations. Ann for setting an atmosphere where all feel secure. Al for listening and hearing my frustrations in not being able to do so many tasks as a principal with the time taken for Child Study meetings. I don't feel the parental relationships, my involvement and concern for the children, or the program of any child has been harmed in any way. It is working and Ann deserves the credit.

Thanks

Bob Olson

cc Ann Moyano

To: School Board
Dr. Trochlil
Bob Lacher

From: Dan Bacon

Re: Routing software

Date: February 12, 1988

Currently the transportation department has a budgeted deficit of \$66,000. The line items on the budget have been reviewed with the following results: 1) The current year salaries to drivers have been frozen, 2) the increase to contractors in the most recent negotiation was limited to 2.5% for each of two years, (their proposal was 5%).

The 2.5% increase amounted to only \$17,000 per year, approximately the cost of one route. Freezing drivers salaries this year amounts to a savings of approximately \$3900 (1%=\$1300). The drivers have averaged 3% increases over the past 10 years. The purchase of diesel buses will lower the amount spent on fuel, and new buses will have lower repair costs. The line items of the budget are very important, we can save a few thousand dollars by carefully examining them. The significant cost reductions will be found by examining our routing system, each bus on a route costs us \$13,000 to \$16,000, we have the potential of reducing our daily routes by five(5) to ten(10) buses daily. I recommend we put our resources in that direction. If we do not examine the way we do our routing, then this trend toward deficits in the transportation account may well continue.

The way to address the problem of how many buses we need is: 1) determine where students live; 2) where they go to school; 3) what time do they need to be there; 4) how much room do we have on the bus; 5) what time is school out; 6) how long do we have to get them home. Then we can start to examine ways to adjust the variables (ie. school start time, or which students may ride).

If we change school start times so that there is enough time between them, then one bus will be able to serve two, three or perhaps four schools. When this is done these factors need to be considered: 1) How will the change in school times affect after school routes, or noon kindergarten bussing; 2) If we have schools start at these times what will happen, if we change that time by 5 minutes is there any affect; 3) What is the maximum riding time allowed; 4) What is the travel speed expected on the route; 5) What is the distance traveled; 6) What capacity bus is

needed for this route; 6) Will any students need to transfer to another bus. By examining these variables closely and seeing how they affect other routes in the district we should be able to reduce our number of buses on the road by five(5) to ten(10) daily.

The reason these issues have not been addressed appropriately, in this district is because of the quantity of data which needs to be handled and the difficulty people have in tracking information and using it. Pin maps have been used to route school busses for a long time, and are used here each year for a few routes. They are extremely labor intensive and are inaccurate within one month of completion. Pin maps are useful if all that is being examined is the trip that one or two buses need to take for a limited number of students. To use for rerouting the entire district it would be cumbersome and thoroughly inaccurate by the time the routes were in place. It is also quite likely that the resulting route would not be the best or most efficient when put into the district as a whole. With the development of computers and software, we now have available routing tools making it possible to do this kind of job, while examining how changes will affect the district.

With the purchase of computers comes the expectation they will be used. The more that computers can be made to do the work that people are doing the more cost effective they are in the long run. There are software packages on the market which can be put to use to aid people in routing buses. Two companies have presented packages to Moorhead Schools. Coresoft has two systems to offer and Edulog has presented their system.

Coresoft has been presented as an aid to manual routing techniques. It runs on a premise that people can route buses better than a machine. It is in reality a map graphics program which will allow the placing of students on the map using an electronic device called a digitizer. It works much the same way as pin maps except that the laborious task of placing students is done by the computer once the initial data is built. Routing is accomplished by a person drawing and redrawing routes on the maps using the digitizer until the operator has what they believe to be the best route.

Edulog presented their software package as a route optimizer with the option of allowing the operator to alter any routes that are not acceptable for the particular situation. The human interface is accomplished with a mouse. The program stores the same information about students as Coresoft but also accepts district information about hazardous areas, walking distances allowed, speed limits, bus capacities, time of arrival,

and a variety of other policy factors. The program will then provide a route model based on the factors it has been provided.

The cost between the two programs at first looked to be very large but after some comparisons of the services offered and benefits of one over the other the price differential has been reduced. It is a difficult choice at this point. Either program will improve what we are doing. The question is which program will have the greatest return on investment.

Potential for savings would be:

1. A change in school time could save as much as five(5)-ten(10) buses. (one bus is equal to \$15,000).
2. By using the software optimizing module estimates are that we would save an additional two(2)-six(6) buses.
3. Better designed routes would mean better fuel economy, producing a savings of 5-10% on fuel costs (cost of fuel in 86-87 was \$106,000).
4. We would have tighter control over drivers salaries and payment to contractors, this would mean a 2-5% savings (the driver salaries in 86-87 were \$113,465, contracted payments were \$677,170).
5. We would no longer need the Fargo Forum ad-a cost of approximately \$2,000 per year.
6. Better tracking and reporting of actual costs and student ridership by category.

Other benefits from computerization of routes:

1. Public relations:

- * Ability to send route notification to parents and students 2-3 weeks before school starts and eliminate the forum ad.
- * With notices out early, address or other changes could be made with enough lead time to be done before school starts.

2. With bus cards our drivers can better control who rides their buses without a card there will be no ride. Temporary cards could be issued at buildings for new students or emergencies.

Drivers will also have a list of authorized riders in the event a student loses a card.

3. Those living in walking areas would not be allowed on buses. This is currently causing problems for us in at least two areas of Moorhead.

4. The costs of various categories of transportation would be immediately available. This would allow us to quickly calculate the costs of any proposed changes.

5. Route books could be made available to each teacher, school office and driver. This would include a map and a student list.

6. Budgeting could be done much earlier, and more accurately because there would be fewer surprises.

7. Policy development would be made easier because the variables affected by policy change would be readily available i.e. a policy were drafted that would limit hazardous areas to only grades K-3. We would know how many students would be affected, where they live graphically, and how much that policy would cost or save in advance, and the information needed could be compiled by one person in approximately one hour.

8. Upcoming events this year which would be immediately addressed by this software.

- Grade 5 to North Campus

- Merger of St. Francis and St. Joseph's

9. Rebidding of all of our routes would be done by using the software to build the best optimized routes and adjusting school start times in an effort to have the least number of buses on the road while providing the greatest service. We would accurately know how long all routes would take and how many miles each would have. We could have better control over the bidding process than before. Accurate accounting of route costs with district buses could be done in advance, allowing us to participate in the bidding process. To be able to do this, it is necessary for us to be able to use the software package for approximately one year.

The routes must be bid by April, 1989, to be properly prepared for school year 89-90.

This recommendation is ranked in order of preference from least desirable to most desirable.

Coresoft,
(Least desirable)

Star I We could get by with this software, it is limited as compared to other products, but will certainly improve on what we are currently doing. The benefits will not be as great, and will take more time to achieve.

Star II This product will have much greater versatility than Star I. It will allow us to handle much more information about our routes than we currently can. Using its features an operator could do a fair job of optimizing routes. Because of the time it would take to configure all of the district routes I am not sure that all district routes could be completed and on the system for next school year.

(Most desirable)

Edulog-(with optimization module). This would be the most useful product, with the most rapid return on investment. The optimization module could be very important in this district. According to Dr. Nygard at NDSU: "This type of software can out perform a human in dollars saved by an average of 10%."

After studying the options the least expensive is Coresoft Star I and the most productive and cost effective will be Edulogs product with the optimization module.

The Following page provides a comparison of costs for the three software products.

6

Routing software
February 12, 1988

Budget Item	Coresoft Star I	Coresoft Star II	Edulog PTS-III
Basic software	\$6,900.00	\$14,950.00	\$20,000.00
Options			
Optimization	No option	No option	\$10,000.00
boundry analysis	w/star II	\$0.00	\$0.00
Special Education	w/star II	no option	\$0.00
Fleet Maintenance	w/star II	\$0.00	\$0.00
Field Trip Mgmt	w/star II	no option	\$0.00
Training cost	\$525.00	\$525.00	\$525.00
Annual Maintenance	\$834.00	\$1,500.00	\$2,500.00
ADD ON SOFTWARE	\$0.00	\$0.00	\$0.00
Clerical staff	\$9,360.00	\$9,360.00	no need
* Admin time to adjust routes	\$757.35	\$757.35	\$134.64
SOFTWARE TOTAL	\$18,376.35	\$27,092.35	\$33,159.64
Hardware cost			
PS/2 Model 60	\$3,177.00	\$3,177.00	\$3,777.00
Math Co-processor	\$315.00	\$315.00	\$315.00
2MB RAM	\$549.00	\$549.00	\$549.00
44MB Harddisk	Included		
70MB Harddisk for Edulog			
2 Serial ports	\$126.00	\$126.00	\$126.00
Multi-protical adaptor	\$177.00	\$177.00	\$177.00
12" Color Monitor	\$411.00	\$411.00	\$411.00
Digitizer	\$3,000.00	\$3,000.00	
Mouse			\$70.00
Plotter	\$1,500.00	\$1,500.00	\$1,500.00
Tape Back up and adaptor board	\$500.00	\$500.00	\$500.00
	\$350.00	\$350.00	\$350.00
HARDWARE TOTAL	\$10,105.00	\$10,105.00	\$7,775.00
TOTAL	\$28,481.35	\$37,197.35	\$40,934.64
Value of current Model 50	\$2,500.00	\$2,500.00	\$2,500.00
NET COST	\$25,981.35	\$34,697.35	\$38,434.64
Benifits to be realized			
Number of buses saved	2	3	5
value/bus \$15,000	\$30,000.00	\$45,000.00	\$75,000.00
Fuel savings	\$6,750.00	\$10,800.00	\$13,500.00
	\$36,750.00	\$55,800.00	\$88,500.00
Benifits	\$36,750.00	\$55,800.00	\$88,500.00
costs	\$25,981.35	\$34,697.35	\$38,434.64
return on investment	\$10,768.65	\$21,102.65	\$50,065.36
	41.45%	60.82%	130.26%

The cost of doing nothing now means a continuation of using pin maps. We need additional personnel to do this effectively. There is the potential for increased costs of operation by not being able to respond quickly or appropriately to changes. There is a habit in this district of adding buses in response to change. We are at the point now where we do not have the funds to add buses but we do have an opportunity to change the way we operate. We can be more effective in running the school district transportation efficiently.

MEMO #: B319

MEMO TO: BOARD OF EDUCATION
DR. TROCHLIL

FROM: ROBERT LACHER *R. Lacher*

DATE: MARCH 3, 1988

SUBJECT: VENDING OPERATION - BID

The struggle with vending operations in the school district began with the 1979 State Audit of the school district to help clarify the actions we needed to take. We asked our attorneys, Knutson, Flynn, and Hetland to provide an opinion on the legal requirements of the vending operations for the schools.

The attached bid summary is the culmination of the efforts to bring our vending practice into compliance with the state directives. As a result of the bid we will increase the revenues received from vending operators.

The total estimated revenues are:

Townsite Centre	\$ 4,239.24
Sr. High School	16,321.99
MSNC	1,457.60
MSSC	2,683.00
Edison	1,043.00
Probstfield	374.50
Riverside	682.00
Washington	574.00
Maint. Garage	645.11
MTI	21,733.19
	<u>\$49,753.63</u>

We need to address the following issues:

1. Use of revenues in light of auditors comments and legal opinions.
2. Operating costs for the equipment:

PRODUCT		# MACHINES K-12	# MACHINES MTI	YEARLY COST TO OPERATE	
Soda/Juice	\$72-\$100	13	9	\$1584-\$2,220	
Hot Items	\$60		1	60	60
Candy	\$7.50	5	3	60	60
Video Games	\$8.03		3	24	24
				<u>\$1728</u>	<u>\$2364</u>

3. Vending in elementary buildings

- a. Location: Operating costs vs revenues
- b. Use of revenues
- c. Alternate refrigerators in lounge areas

Attached: Vending bid summary
Bid specifications for vending
State Auditor comments
Attorneys letter
State guide lines for operating times

<u>Building</u>	<u>Award</u>	<u># Of Machines</u>	<u>Locations</u>	<u>Product</u>	<u>Present Supplier</u>
Sr. High	P/C	2	Commons	Pop	Pepsi/Coke
	P/C	2	Teachers Lounge	Pop	
	FM	1	Commons	Candy/Snacks	FM Vending
	FMJ	1	Commons	Juice	FM Jobbing
MSSC	P/C	2	Commons	Pop	Coke
	FM	1	Faculty Room	Candy/Snacks	FM Vending
MSNC	C	1	Faculty Room	Pop	Coke
	FM	1		Candy/Snacks	
Edison	C	1	Teachers Lounge	Pop	Coke
Probstfield	C	1	Teachers Lounge	Pop	Coke
Riverside	C	1	Teachers Lounge	Pop	Coke
Washington	C	1	Teachers Lounge	Pop	Coke
Maint. Gar.	C	1	Main Garage	Pop	Coke
	FM	1		Candy/Snacks	FM Vending
	FM	1		Chips	FM Vending
Townsite Ctr.	2P/2C	4	N & S Entrances	Pop	Pepsi/Coke
	FM	1		Candy/Snacks	FM Vending
MTI	3P/2C	5	West Lounge	Pop	FM Vending/Coke
	P/C	2	East Lounge	Pop	FM Vending/Coke
	P	1	By Auto Shop	Pop	FM Vending
	C	1	Faculty Room	Pop	Coke
	FM	1	West Lounge	Candy/Snacks	FM Vending
	FM	1	East Lounge	Candy/Snacks	FM Vending
	FM	1	By Auto Shop	Candy/Snacks	FM Vending
	FM	1	West Lounge	Hot Drinks	FM Vending
	FM	3	Faculty Lounge	Video Games	United Music

P = Pepsi

C = Coke

FM = FM Vending

FMJ = FM Jobbing

<u>Bidder</u>	<u>SODA</u>	<u>% Comm.</u>	<u>Estimated Elec. Cost</u>	<u>JUICE</u>	<u>% Comm.</u>	<u>Estimated Elec. Cost</u>	<u>HOT BEV.</u>	<u>% Comm.</u>	<u>Estimated Elec. Cost</u>	<u>OTHERS</u>	<u>% Comm.</u>	<u>Estimated Elec. Cost</u>
Coca-Cola	55¢	35%	\$100									
KMJ Vending				60¢	25%	1710 KWH						
FM Vending	55¢	20%		65¢ (100%)	21%	\$ 72	Coffee (R)		\$ 60	Candy Bars		\$7.50
				60¢ (25-35%)	21%		25¢	18%		45¢ & 50¢	14%	
				55¢ (5-20%)	21%		Coffee (D)			Cookies		
							25¢	18%		45¢	14%	
							Choc.			Peanuts		
							25¢	18%		45¢	14%	
							Tea			Chips		
							25¢	18%		35¢	14%	
							Soup			Gum		
							25¢	18%		40¢	14%	
										Video Games		
										25¢	50%	
Pepsi/Opt 1	50¢ 55¢	35%	\$ 67									
Pepsi/Opt 2	50¢ 55¢	31%	A payback of 31% of the gross will be paid if at least 50% of the existing vendor locations are awarded to Pepsi-Cola									
Pepsi/Opt 3	50¢ 55¢	25%	A payback of 25% of the gross will be paid if at least 50% of the existing vendor locations are awarded to Pepsi-Cola									
Pepsi/Opt 4	50¢ 55¢	20%	A payback of 20% of the gross will be paid if at least 50% of the existing vendor locations are awarded to Pepsi-Cola									

See attached for Pepsi bid options



PEPSI-COLA BOTTLING CO.
OF FARGO, INC.
3802-15th Ave. N.
P.O. Box 2465
FARGO, ND 58108

MOORHEAD PUBLIC SCHOOLS AND PARKS

SOFTDRINK PROPOSAL

FEBRUARY 29, 1988

Option I

Pepsi-Cola of Fargo-Moorhead will return 35% of the gross with exclusive softdrink rights to the Moorhead Schools and Parks locations. Return per case of 24 12 oz. cans equals:

<u>Vend Price</u>	<u>Per Case Payback</u>
50¢	\$3.95
55¢	\$4.34

Option II

A payback of 31% of the gross will be paid if at least 50% of the existing vendor locations at the following sites are awarded to Pepsi-Cola:

<u>Locations</u>	<u># of Pepsi Vendors</u>
Moorhead Area Technical Institute	5
Moorhead Senior High School	2
Townsite Center	2
Sports Center	2

Any sites in addition to the above location awarded to Pepsi will receive the same commission rate:

<u>Vend Price</u>	<u>Per Case Payback</u>
50¢	\$3.50
55¢	\$3.85

Option III

A payback of 26% of the gross will be paid if at least 50% of the existing vendor locations at the following sites are awarded to Pepsi-Cola:

<u>Locations</u>	<u># of Pepsi Vendors</u>
Sports Center or MTI	2/5
Moorhead Senior High	2
Townsite Center	2

Any sites in addition to the above locations awarded to Pepsi will receive the same commission rate:

<u>Vend Price</u>	<u>Per Case Payback</u>
50¢	\$2.93
55¢	\$3.23

Option IV

A payback of 20% of the gross will be paid if at least 50% of the existing vendor locations at the following sites are awarded to Pepsi-Cola:

<u>Locations</u>	<u># of Pepsi Vendors</u>
Moorhead Senior High	2
Townsite Center	2

Any sites in addition to the above locations awarded to Pepsi will receive the same commission rate:

<u>Vend Price</u>	<u>Per Case Payback</u>
50¢	\$2.26
55¢	\$2.48

If in the event of a substantial rise in production costs within the next two years, Pepsi-Cola would reserve the right to approach the School Board and Park District and discuss the possibility of increasing the vend price to help offset those costs.

It is also felt that by having all of the national softdrink brands represented at the larger volume locations will increase the overall sales figures by as much as 20 to 30%. This figure represents those sales gained by having more products and selections to appeal to more people. Please see the attached list of products that Pepsi-Cola of Fargo-Moorhead distributes.

MOORHEAD PUBLIC SCHOOLS
810 4th Ave. So.
Moorhead, MN 56560

Bid: Vending Machines

PLEASE submit on these forms your bid for the desired products and service as described in the attached specifications.

DESCRIPTION OF PRODUCT AND SERVICE REQUESTED:

Vending Services for MOORHEAD PUBLIC SCHOOLS and the City of Moorhead Parks and Recreation Department. Product and service of vendors machines: 1. can soda & juice 2. showcase 3. fresh brew coffee 4. video games, all with dollar bill acceptors and electronic coin mechanisms. (As an alternate to a changer on each machine you may place a bill changer in area of the vendors. Please note on bid if this is your intention.)

Please set forth your bid for product, references and commission upon the attached schedules. Contract duration is (2) years which may be extended (2) years by mutual agreement. Bid cannot be subcontracted. Also include the manufacturer and model number and estimated operating costs of the equipment you intend to use. We will want to cease vending operations in the schools between 11:30 p.m. and 1:30 p.m.

- * Contract will be awarded to firm offering highest overall com- *
- * mission rate on name brand products, with acceptable reference *
- * checks which will emphasize service and performance. *

The award may be by machine, by location, or for the entire district whichever is deemed in the best interest of the school district. The School District reserves the right to accept or reject any or all bids and to waive informalities therein. BIDS CONTAINING ANY ALTERATION OR ERASURE WILL BE REJECTED, UNLESS THE ALTERATION OR ERASURE IS CORRECTED AS HEREIN PROVIDED. AN ALTERATION OR ERASURE MAY BE CROSSED OUT AND THE CORRECTION THEREOF PRINTED IN INK OR TYPEWRITTEN ADJACENT THERETO AND INITIALED IN INK BY THE PERSON SIGNING THE BID. Bids made in pencil will be rejected.

Sealed bids must be received at the above address no later than:

February 29, 1988, 2:00 p.m. in the Board Room

Contact person regarding this bid is Robert Lacher, Assistant Superintendent to Business, Moorhead Public Schools, 810 4th Ave. So., Moorhead, MN 56560 (218) 236-6400 X-220.

The successful bidder shall be expected to enter into a contract with the School District and the City for supplying the herein described services, a copy of which is encompassed in this bid which serves to act as bid specifications.

Firm Name & Address _____

Title & Date of Bid _____

Signature in Ink by _____

INDEPENDENT SCHOOL DISTRICT #152
BUSINESS OFFICE
810 - 4th AVENUE SOUTH,
MOORHEAD, MINNESOTA

AFFIDAVIT OF NON-COLLUSION: I hereby swear (or affirm) under the penalty of perjury:

- (1) That I am the vendor (if the vendor is an individual), a partner in the vendor (if the vendor is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the vendor is a corporation);
- (2) That the attached quote or quotations have been arrived at by the vendor independently, and have been submitted without collusion with, and without any agreement, understanding, or planned common course of action with, any other vendor of materials, supplies, equipment, or services described in the invitation to quote, designed to limit independent bidding or competition;
- (3) That the contents of the quote or quotations have not been communicated by the vendor or its employees or agents to any person not an employee or agent of the vendor or its surety on any bond furnished with the quote or quotations, and will not be communicated to any such person prior to the official opening of the quote or quotations, and;
- (4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit:

SUBMITTED BY:

Firm Name _____

Signature _____

Title _____

Address _____

Phone No. _____

Date _____

COLD CAN DRINKS - 12 oz.

Brand	Flavor	Selling Price	Commission %
	Soda	(Only One)	(Only One)

Brand	Flavor	Selling Price	Commission %
	Juice	(Only One)	(Only One)

Estimated yearly electrical operating cost for above machines _____

HOT BEVERAGES - 8½ oz.

Brand	Flavor	Selling Price	Commission %
		(Only One)	(Only One)

Coffee regular fresh-
brew

Coffee decaff. fresh
brew

Chocolate

Tea

Soup

Estimated yearly electrical operating cost for above machines _____

Other (Candy bars, potato chips, popcorn,
peanuts, cookies, gum & video games)

Brand	Type of Item	Selling Prices	Commission %
		(Note Each)	(One Only)
	Candy bars		
	Cookies		
	Peanuts		
	Chips		
	Gum		
	Video games		

Estimated yearly electrical operating cost for above machines _____

Firm Name:

Signature (in ink):

Date:

Will have bill acceptors on vending machines
 Will place a bill changer in the area of
 the vending machines

Yes

No

Moorhead Public School is taking quotes for vending machine services. Listed below are the buildings, number of machines at each building, locations of machines at each building, product value, or cases sold from January 1986-September 1987.

<u>Building</u>	<u># Of Machines</u>	<u>Locations</u>	<u>Product</u>	<u>Present Supplier</u>	<u>Units Sold/\$ 1986-Sept. 1987</u>
Sr. High	2	Commons	Pop	Pepsi/Coke	3633 Cs.
	2	Teachers Lounge	Pop		
	1	Commons	Candy/Snacks	FM Vending	\$19,589.21
	1	Commons	Juice	FM Jobbing	240 Cs.
MSSC	2	Commons	Pop	Coke	181 Cs.
	1	Faculty Room	Candy/Snacks	FM Vending	\$ 5,886.40
MSNC	1	Faculty Room	Pop	Coke	338 Cs.
	1		Candy/Snacks		
Edison	1	Teachers Lounge	Pop	Coke	298 Cs.
Probstfield	1	Teachers Lounge	Pop	Coke	107 Cs.
Riverside	1	Teachers Lounge	Pop	Coke	121 Cs.
Washington	1	Teachers Lounge	Pop	Coke	195 Cs.
Maint. Gar.	1	Main Garage	Pop	Coke	164 Cs.
	1		Candy/Snacks	FM Vending	\$ 425.20
	1		Chips	FM Vending	\$ 127.45
Townsite Ctr.	4	N & S Entrances	Pop	Pepsi/Coke	1146 Cs.
	1		Candy/Snacks	FM Vending	\$ 1,632.60
MTI	5	West Lounge	Pop	FM Vending/Coke	4509 Cs.
	2	East Lounge	Pop	FM Vending/Coke	
	1	By Auto Shop	Pop	FM Vending	
	1	Faculty Room	Pop	Coke	
	1	West Lounge	Candy/Snacks	FM Vending	\$11,389.90
	1	East Lounge	Candy/Snacks	FM Vending	
	1	By Auto Shop	Candy/Snacks	FM Vending	
	1	West Lounge	Hot Drinks	FM Vending	\$ 654.76
	3	Faculty Lounge	Video Games	United Music	

City of Moorhead
Parks and Recreation Department
Vending Machines

Listed below are the buildings, number of machines at each building, locations of machines at each building, product value, or cases sold from January 1, 1987 - December 31, 1987.

<u>Building</u>	<u># Of Machines</u>	<u>Locations</u>	<u>Product</u>	<u>Present Supplier</u>	<u>Units Sold/\$ 1/1/87-12/31/87</u>
Sports Center (324 S 24 St)	3	Lobby/ Arena	Pop	Coca-Cola	1,667 cases
	2	Lobby	Coffee/ Candy/ Snacks	FM Vending	Gross Candy/ Snacks=\$16,335.35
Matson Field (11 St/15 Ave N)	1	Between Restrooms	Pop	Coca-Cola	30 cases
Gooseberry Mound Park (3 St/22 Ave S)	1	Large Shelter	Pop	Coca-Cola	92 cases
Village Green Golf Course (3420 Village Gr Dr)	1	Pro Shop	Candy/ Snacks	FM Vending	Gross/\$3,557.46
	2	Pro Shop	Pop	Coca-Cola	652 cases
Municipal Pool (19 St/8 Ave S)	1	Outside Pool Bldg	Pop	Coca-Cola	61 cases
	1	Outside Pool Bldg	Candy/ Snacks	FM Vending	\$1,040.00

OPERATOR REPORT FORM
MOORHEAD PUBLIC SCHOOLS

LOCATION: _____

TIME PERIOD: _____

<u>SERIAL NUMBER</u>	<u>END METER READING</u>	<u>BEGIN METER READING</u>	<u>GROSS SALE</u>	<u>LESS SALES TAX</u>	<u>NET SALES</u>	<u>PERCENT COMMISSION</u>	<u>COMMISSION DUE</u>
COLD DRINK							
JUICE							
HOT DRINK							
SHOWCASE							
VIDEO GAMES							

Attach check equal to Commission Due made out to Moorhead Public Schools.

Mail check and report by the tenth of the month following, to:

Moorhead Public Schools
ATTN: Accounting
810 4th Ave. South
Moorhead, MN 56560

For the City:

Parks and Recreation Dept.
500 Center Ave.
Moorhead, MN 56560

REFERENCES

List below at least three references of firms to which you currently provide vending services.

Company/Location Name _____

Address _____

Telephone Number _____

Company/Location Name _____

Address _____

Telephone Number _____

Company/Location Name _____

Address _____

Telephone Number _____

Company/Location Name _____

Address _____

Telephone Number _____

FIRM NAME:

SIGNATURE(in ink):

DATE:

12
512

REPORT OF THE
STATE AUDITOR of MINNESOTA

INDEPENDENT SCHOOL DISTRICT 152
Moorhead

Six Years Ended June 30, 1978



ARNE H. CARLSON

State Auditor
St. Paul, Minnesota

Payroll Order-Checks

Duplicates (Continued)

lost or destroyed. A duplicate check should be issued only in accordance with Minn. Stat. § 471.415 (2) (1978).

Receipts

During the six years ended June 30, 1978 prenumbered receipts were not issued for all monies receipted by the District. However on April 24, 1979 the District started using a prenumbered receipt for all monies receipted at the District's business office.

As of June 18, 1979, five separate sets of receipt books are being used for the receipting of School District funds. The District should review its receipting policy to see if all five separate receipt books are needed.

An examination of the receipts also revealed that some of them were not complete.

We recommend that the official District receipt be issued immediately upon receipt of all monies by the business office and the following procedures should be followed in issuing future receipts:

- The fund and account to be credited should be indicated on each receipt
- Each receipt should contain a brief explanation of the purpose or reason for which the District received the money.

Vending Machine Sales

A soft drink vending machine is operated at the Moorhead Senior High School. The commissions from this machine are retained in the Student Council account of the Student Activity Fund.

Independent School District 152

Vending Machine Sales (Continued)

There is no authority for any group to operate a business concession on school property except under School Board control. Contracts to place vending machines in the schools should be entered into between the vendor and the School Board, approved by the school attorney and placed on file in the business office.

School Supply Account

During the six years examined, the District maintained a school supply account and a separate checking account for this operation at the Moorhead State Bank. Receipts for the sale of industrial arts supplies, summer band lessons, rent of school facilities, sale of books, sale of equipment, sale of school supplies, insurance premium payments from retired employees, and refunds were placed into this account during year ended June 30, 1978. Some payments were made from this account to pay Minnesota State sales tax and insurance refunds. -Because only the net receipts were paid to the District General Fund, some receipts and disbursements were not classified as District revenue and expenditures.

On June 28, 1978 an amount of \$31,710.69 was paid to the General Fund. This was the net receipts for the year.

The receipts were not included in the Treasurer's monthly reports to the School Board until the payment was made in June.

We recommend that this account be closed and that all receipts be placed directly in the proper funds.

LAW OFFICE

Knutson, Flynn & Hetland
PROFESSIONAL ASSOCIATION

JAMES E. KNUTSON
JOSEPH E. FLYNN
PAUL W. HETLAND
PAUL C. RATWIK
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345 CEDAR STREET - SUITE 800
ST. PAUL, MINNESOTA 55101-1062
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OF COUNSEL
FRED N. PETERSON, JR.

JOHN M. MAAS, PH.D.
CONSULTANT

March 20, 1986

Mr. Robert Lacher
Assistant Superintendent
Independent School District No. 152
810 4th Avenue South
Moorhead, MN 56560

Dear Mr. Lacher:

In a recent inquiry to our office you asked whether a school district can charge a student organization for the actual operating costs of vending machines plus rental and then turn the proceeds over to the student activity. Specifically, you asked this question in reference to the student senate which is an extra-curricular activity that is not under school board control. We offer the following observations:

How financial matters are handled for student organizations will depend on both the nature of the organization and who controls it. By statute, student activities are divided into co-curricular and extra-curricular activities. Co-curricular activities have one or more of the following characteristics:

(a) They are conducted at regular and uniform times during school hours, or at times established by school authorities;

(b) Although not offered for credit, they are directed or supervised by instructional staff in a learning environment similar to that found in courses offered for credit;

(c) They are partially funded by public moneys for general instructional purposes under direction and control of the board.

Minn. Stat. §123.38, subd. 2a (1984). The school board is required to "take charge of and control all co-curricular school activities," and:

[a]ll money received on account of such activities shall be turned over to the school district treasurer, who shall keep the same in the general fund . . . to be disbursed for expenses and salaries connected with the activities, or otherwise, by the board upon properly allowed itemized claims.

Id., subd. 2.

By contrast, extra-curricular activities have all three of the following characteristics:

(a) They are not offered for school credit nor required for graduation;

(b) They are generally conducted outside school hours, or if partly during school hours, at times agreed by the participants, and approved by school authorities;

(c) The content of the activities is determined primarily by the pupil participants under the guidance of a staff member or other adult.

Id., subd. 2b. The statute further separates extra-curricular activities into two categories: those which the board controls and those which the board does not.

If the school board "takes charge of and controls" the extra-curricular activity, then "any or all costs" of the activity:

may be provided from school revenues and all revenues and expenditures for [the activity] shall be recorded in the same manner as other revenues and expenditures of the district.

Id. On the other hand, if the board "does not take charge of and control" the activity, it

Mr. Robert Lacher
March 20, 1986
Page 3

shall be self-sustaining with all expenses, except direct salary costs and indirect costs of the use of school facilities, met by dues, admissions or other student fund-raising events; moreover, the general fund . . . shall reflect only those salaries directly related to and readily identified with the activity and paid by public funds and other revenues and expenditures . . . shall be recorded pursuant to the Manual of Instructions for Uniform Student Activities Accounting for Minnesota School Districts [hereinafter ['Manual']].

Id.; accord, Minn. Rules §3545.0800, subp. 5 (1985).

The Manual, however, which applies to extra-curricular activities not under school board control, emphasizes the state auditor's position that vending machine revenues belong to the school district:

The State laws M.S. 123.33, Subd. 5 and M.S. 123.37 are specific in saying that all contracts must be accepted and ratified by the board. Any contracts not so treated are null and void with respect to the school district, but may become the personal liability of school personnel. Thus, any written contracts or verbal arrangements for vending machines or picture sales, or other sales arrangements at the school must be ratified by the board.

The state auditor takes the firm position that all revenue collected on behalf of the school board from any kind of sales or vending at the schools are district revenues, which are to be deposited in the district bank accounts. It is not acceptable practice to allow individual schools to use these types of monies for an extra curricular activity.

Manual ¶III C.8.h, at page III-6 (emphasis in original).

Your letter of inquiry was accompanied by a memorandum from the AVTI which referred to Financial Accounting Instruction No. 1.13 from the Minnesota Department of Education.

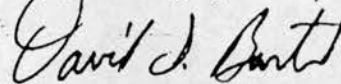
Mr. Robert Lacher
March 20, 1986
Page 4

That instruction specifies that vending machine revenues cannot be given to a student organization that is not under the school board's control. A copy of that Instruction has been enclosed for your review.

Consistent with these authorities, only the school board can contract with a vending machine company to have machines placed on school premises, and all revenue from these machines belongs to the school district. This revenue can be used by the school board to pay expenses connected with a co-curricular activity or extra-curricular activity that is under school board control. Such revenue cannot be used to pay expenses connected with an extra-curricular activity not under school board control, however, as that type of activity must be self-sustaining except for salary costs and indirect costs of the use of school facilities.

Please let us know if you have any further questions.

Very truly yours,



David S. Bartel

DSB/ssb

FAI 1.13 VENDING MACHINE SALES, CONTRACTS, USE OF PROCEEDS

School principals and other staff cannot: 1) contact for the general use of vending machines in schools, or 2) handle such receipts and expenditures outside of the district's business office accounting procedures.

All contracts should be entered into between the vendor and the school board, approved by the school attorney and be placed on file in the district business office. M.S. 123.33, Subd. 5 states:

...No contract shall be made or authorized, except at a regular meeting or at a special meeting at which all members are present or of which all members have had notice...

As no contract binding on the district can be made or authorized except by the school board, any district employee signing an unauthorized contract may run the risk of personal liability, some food for thought.

Proceeds from vending machine sales must be under the control of the school board, accounted for in one of the regular district funds (usually either the general fund or the school auxiliary fund) and therefore reported to the state on the annual financial report. Proceeds from food, soft drinks and confection sales shall be receipted to the Food Service fund only if these offerings are part of the Child Nutrition Food Service Program, i.e., those sales made during the lunch period. The lunch period is defined as the period beginning one-half hour before the school lunch program starts serving through one-half hour after completion of serving, or lunch period, whichever is later.

Revenues from vending machine sales cannot be turned over to any individual or school organization not under control of the school board such as a student activity, club, school principal or other staff member as the school board cannot grant gifts or otherwise subsidize operations over which it has no direct budgeting, expenditure or accounting responsibilities. (See also Aids, Levies and Accounting Memo No. 26, item 49.)

EXCEPTION: Vending machine operations of a limited nature such as in a teachers' or staff lounge or for other employee groups may be exempted from the stated financial accounting procedures by the school board at its discretion. The amounts involved are minor and may accrue to and be controlled by a teachers' or staff organization.

PRELIMINARY AND TENTATIVE

Appendix K-1
 Page 1 of 8
 MANAGEMENT PLAN FOR 1988-89
 WORKING DRAFT-2
 3-1-88

CATEGORY I - CLASS SIZE/STAFFING K-12

- A. Elementary classroom staffing...25:1
 a. if lower ratios are to occur (by priority): grades 1, 2, 3, K
- B. Secondary classroom staffing...27:1
 a. if lower ratios are to occur (by priority):
 1. English and writing
 2. Math - lower ability

C. Staffing

		<u>FTE</u>	<u>COST</u>	<u>GENERAL FUND</u>
a. Elementary K-4 (119 new students projected and 5th grade move)				
2. Edison	reduce 2.0 teachers			- 82,000
3. Probstfield	reduce 2.5 teachers			-102,500
4. Riverside	reduce 1.7 teachers			- 50,000
5. Washington	reduce 1.0 teachers			- 41,000
b. Grades 5-6				
1. North Campus (5th/6th)	increase 11 teachers			+451,000
c. Grades 7-8				
7. South Campus (7th/8th)	increase 4.1 teachers			+168,000
d. Grades 9-12				
8. Senior High (9-12)	reduce 2.0 teachers			- 82,000
TOTAL ADDITIONS				+619,000
TOTAL REDUCTIONS				-357,500
TOTAL COST				+261,500

CATEGORY II - LICENSED SPECIALISTS

		<u>FTE</u>	<u>COST</u>	<u>GENERAL FUND</u>
A. Reductions				
a. Special education - none anticipated				
b. Media-Riverside	.5		20,500	-20,500
B. Additions				
a. Elementary				
1. Music	.333 - 1.0		13,667 to 41,000	+13,667 to 41,000
2. Counselors	5.0		205,000	+205,000
3. Special education				
° EMI	.43		17,600	+ 7,000
° Speech	1.0		41,000	+ 16,400
° LD	1.0		41,000	+ 16,400
° Psychologist	.5		20,500	+ 8,200
4. Media (North)	.5		20,500	+ 20,500
5. Physical education	.33		15,500	+ 15,500
6. Art	.1 - .5		4,100 to 20,500	+ 4,100 to 20,500
b. Secondary				
1. Music	1.0		41,000	+ 41,000
2. *Gifted/Talented	1.0		41,000	+ 41,000
3. Special Education				
° LD (Sr. High)	.5		20,500	+ 8,200
° LD (South)	.5		20,500	+ 8,200
TOTAL ADDITIONS				+405,167 to 448,900
TOTAL REDUCTIONS				- 20,500
TOTAL COST				+384,667 to 428,400

*This item budgeted for 1987-88

CATEGORY IIA - NON-LICENSED SPECIALISTS

Appendix K-1
Page 2 of 8

	<u>FTE</u>	<u>COST</u>	<u>GENERAL FUND</u>
A. Additions			
a. Special education			
1. EMH aide	1.0	10,000	+ 10,000
b. Repair technician	1.0	20,000	+ 20,000
c. Fine arts coordinator	.5	20,500	+ 20,500
d. Auditorium coordinator (Sr. High)	.2	8,200	+ 8,200
e. Secretary (North Campus)	.5	5,000	+ 5,000
f. Secretary (South Campus)	1.0	12,000	+ 12,000
g. Library aide (North Campus)	.25	3,000	+ 3,000
h. Custodian (North Campus)	1.0	16,000	+ 16,000
i. Health technician (North Campus)	.4	5,000	+ 5,000
j. Noon supervisors		3,500	+ 3,500
k. Central administration (audit report)	1.0	16,000	+ 16,000
l. Marketing/public information	1.0	25,000	+ 25,000
m. Management aide (AOM-elementary)	1.0	12,000	+ 12,000
n. Attendance specialist	.5	6,000	+ 6,000
o. Supervision (Sr. High)/ASP	.5	6,000	+ 6,000
p. Heart-Health/AIDS	.33	23,000	+ 8,000
B. Reduction			
a. Librarian/media secretary-Sr. High	.5-1.0	6,000-12,000	-6,000 to 12,000
	TOTAL ADDITIONS		+ 176,200
	TOTAL REDUCTIONS		-6,000 to 12,000
	TOTAL COST		+164,200 to 170,200

CATEGORY IIB - ADMINISTRATION

A. Additions (North Central)			
a. South Campus	.5	25,000	+ 25,000
b. North Campus	.5	25,000	+ 25,000
c. Probstfield	.5	25,000	+ 25,000
d. Washington	.5	25,000	+ 25,000
	TOTAL COST		+100,000

TOTAL COST FOR PROPOSED INCREASED STAFF
(Categories I, II, IIA, IIB)

+910,367 to 960,100

CATEGORY III - CURRICULUM/INSTRUCTIONI. Curriculum

- A. Curriculum development for 1988-89
 - a. Mathematics implementation
 - b. North Central (reading/student activities)
- B. Curriculum development for 1989-90
 - a. Reading K-12
 - b. North Central (Social Studies/Handwriting)
- C. Technology utilization - Five year plan
 - a. Integrated data base (financing, personnel, food service, student records, transportation, inventory, etc.)
 - b. Network labs (Probstfield-Riverside-Edison-North Campus)
 - c. Administrative offices (all buildings)
- D. Continued development of outcome-based education (learner outcomes)
- E. Programming - early childhood through grade three
- F. At risk/birth/lifelong (i.e. YES 7-12)
- G. Material cost acceleration (i.e. music, books)
- H. E/BD program evaluation
- I. Curriculum modification (AOM-gifted-special ed.)
- J. Inventors' Program
- K. Heart-Health/AIDS
- L. P.E. budgets by building
- M. Calculators for each student

II. Instruction

- A. Continue refining probationary teacher evaluating system
 - a. A minimum of three reviews during the year
- B. Teacher effectiveness program
 - a. Evaluation program
 - b. Continue staff development efforts
 - 1. Elements of Instruction with training (I)
 - 2. Elements of Instruction (II)
 - 3. Advanced Elements of Instruction
 - 4. Clinical Supervision
 - c. A support program will be developed for new teachers
- C. Resources for staff development/travel budget will focus on areas of targeted curriculum and instruction areas
- D. Effective placement of students and staff
 - a. Special education/classroom teacher placement
- E. New staff and assistance to teachers who change assignments (i.e. mentor)
- F. Assurance of Mastery implementation guidelines
- G. Staff development plan/regular and special education (SDE guidelines)
- H. Substitute accountability
- I. Tri-College
- J. Assessment of student progress
- K. Staff evaluation

CATEGORY IV - AFTER SCHOOL ACTIVITIES/EXTRA-CURRICULAR/CO-CURRICULARGENERAL
FUND IMPACT

1. Emphasis from athletic activities to curricular areas (i.e. computer club, etc.)
2. North Central evaluation in 1988-89.
3. Review latchkey efforts.

CATEGORY V - ADMINISTRATIVE SUPPORT UNITS

- A. Continue short/long range administrative (K-12 and MTI) staff development program (administrator effectiveness)
 - a. Priority #1 - Management of people (human resource development)
 1. Selection/supervision/evaluation of staff
 2. Staff development (improvement of job performance for licensed and non-licensed staff)
 3. Maintaining and extending effective teaching
 - 3.1 Give clear expectations to staff
 - 3.2 Meet with trained staff
 - 3.3 Classroom observation and conferences with previously trained staff
 - 3.4 Coaching of the effective elements of instruction
 - b. Priority #2 - Goal setting
 1. District and building level goal setting
 - c. Priority #3 - Resource allocation
 1. Timelines
 2. Specification writing
 3. Requisitioning resources
 4. Purchasing (i.e. purchase orders)
 5. Quotation/bidding process
 6. Receiving of ordered supplies, etc.
 7. Inventory of resources
 - d. Curriculum development
 - e. Decision making/problem solving
 - f. Writing skills
- B. Establish/communicate responsibilities of administrative positions (central and building level - site management)
- C. Design a plan in reaction to Eide Helmeke audit as to central office staffing
- D. Determine the feasibility of a part-time grant writing position for the district
- E. Technology utilization - Five year plan
 - a. Integrated data base - financial, personnel, food service, student records, media circulation, inventory, transportation

CATEGORY VI - OTHER SUPPORT UNITS

GENERAL
FUND IMPACT

- A. Custodial staffing ratios
- B. Health services organization
 - a. Professional staffing
 - b. Non-licensed personnel
 - 1. Number of staff
 - 2. Equitable allocation (i.e. number of hours of non-licensed staff per week/per building)
- C. Advisor-advisee program (South Campus)

CATEGORY VII - FACILITY USAGE/SITE DEVELOPMENT

CAPITAL
OUTLAY
FUND IMPACT

GENERAL
FUND IMPACT

- A. Air quality concerns at the Senior High School
- B. Allocation of space for 1988-89
 - a. Early Childhood/Family Education
 - b. Community Education
 - c. Kindergarten
 - d. CCCPP
 - e. Special needs
 - f. YES
- C. Determine appropriate remodeling plans for Senior High locker room
- D. Handicap lifts (Sr. High)...swimming pool; study hall auditorium; industrial education
- E. Privacy for boys and girls (K-12)
 - a. Shower rooms
 - b. Doors - restrooms
- F. Senior High auditorium
- G. North Campus
 - a. Street closing
 - b. Fencing lot north of building
- H. Roofing - Senior High (i.e. music, media center, north end)
- I. Sports Center expansion
- J. Boundary Configuration Committee recommendations (K-6 and 7-12)
 - a. Financial commitment for construction, if needed

CATEGORY VIII - OPERATION OF BUILDINGS

	<u>CAPITAL OUTLAY FUND IMPACT</u>	<u>GENERAL FUND IMPACT</u>
A. Maintenance program within each building-- addressed by building administrator and head custodian as to staffing and daily/weekly maintenance and cleanliness		
B. Electrical accommodations (IBM lab...media center)		
C. Asbestos removal - Senior High		

CATEGORY IX - FOOD SERVICE

CATEGORY X - TRANSPORTATION

TRANSPORTATION
FUND IMPACT

- A. Structuring transportation program as to: census...
scheduling...starting time for all buildings...discipline
...before school programs...after school programs...use of
transit buses...bus safety program (i.e. loading...
unloading...first aid...signs)...committee structure
- B. School bus replacement program

CATEGORY XI - COMMUNITY SERVICES

COMMUNITY
SERVICES
FUND IMPACT

- A. Continue development and coordination with K-12 program
(including Early Childhood/Family Education program and
Early Childhood/Special Education)
- B. Summer weight program
- C. Facility needs
- D. Support 1988-89 Community Education goals as follows:
 - ° Promote programs (GED, ESL, ABE and literacy) that
help adults develop basic life skills.
 - ° Sponsor programs to meet the needs of youth.

CATEGORY XI - COMMUNITY SERVICES (Cont.)

COMMUNITY
SERVICES
FUND IMPACT

- ° Sponsor programs to teach parenting skills and strengthen families with emphasis on parents of children 0-5 years.
- ° Increase school/community communications, understanding and appreciation.
- ° Support activities for older adults and help the community understand the aging process.
- ° Promote and encourage participation of all age groups in wellness activities.
- ° Support a program to utilize community resources to enrich the K-12 curriculum.
- ° Serve needs of special populations in District 152.
- ° Make arts programming available to all segments of the community.
- ° Develop a process to review adult education offerings and look at alternative methods of delivery.

CATEGORY XII - OTHER

GENERAL
FUND IMPACT

- A. Continue the staff development program which purpose is to:
 - a. Personal growth of all staff (aides; custodians, secretaries, confidential secretaries; teachers; food service; transportation and Board of Education)
 - b. A catalyst for promoting continued improvement of the instructional program
 - c. Maintain/improve staff teaching competency
 - d. Keep informed of current educational thought and practice
 - e. Maintain enthusiasm and contact with other personnel in respective areas
 - f. Recognize staff for their accomplishments
- B. Develop a marketing plan for the Moorhead Schools
 - a. In-district communication (i.e. Adopt-A-School... building meetings...building advisory councils...brown bag sessions...Cabinet...before/after-school meetings, etc.)
 - b. Out-district communications (i.e. publications...media exposure...parent advisory councils...video tape... school calendar...volunteerism, cable access, community newsletter, etc.)
 - c. Marketing/public information coordinator

CATEGORY XII - OTHER (Cont.)

- C. Continue the implementation of the Effective Schools/Education Effectiveness Plan
- D. Continue the development of a partnership with post-secondary schools, civic organizations and business
- E. Encourage a district wellness program
 - a. Physical
 - b. Psychological
 - c. Life enriching
- F. North Campus/Washington School - 5th and 6th grades
- G. Consolidation/merger with other schools
- H. Resources (i.e. referendum, foundations)
- I. Legislative impact (i.e. border city-special needs)
- J. Compensation time guidelines
- K. Education district
- L. Survey results
- M. Foundation
- N. Daycare
- O. LRP objectives

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION I.S.D. #152	DISTRICT CODE: IGDE DATE ADOPTED: 3-8-88 *
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STUDENT ACTIVITY FEE
Moorhead Public Schools
Moorhead, Minnesota

I. PROCEDURES

1. Students unable to pay the activity fee will not be denied the right to participate in a student activity. Building administrators will make this decision using the Free School Lunch eligibility as the determining factor.
2. Fees will be collected as follows:
 - a. Middle Schools - students pay in the Principal's Office
 - b. Senior High School - students pay in the Athletic Director's Office
 - c. Elementary Schools - students pay in the Principal's Office
3. In athletic events which require tryouts, students will not be expected to pay the fee until the final cut for the squad has been made.
 - a. In other non-tryout sport activities, students will be expected to pay the fee prior to participation in the first event.
4. Student activity fee refunds will be made if requested in writing, because of injury, illness or moving out of the district according to the following guidelines:
 - a. full fee refund if less than one-half of the activity season is completed;
 - b. no fee refund if more than one-half of the activity season is completed.
5. Students who drop out of the activity will forfeit the activity fee.
6. The student manager of an athletic team is not expected to pay an activity fee.
7. In declamation activities, students can prepare their selection and can participate in one meet without the fee being charged. If they choose to continue, they will be required to pay the activity fee.

IGDE (continued)

8. If students who provide their own musical instruments are requested to switch to a school-owned instrument to obtain a balance in instrumentation, no fee will be required.
9. The maximum fee charged to any family in a given year will be \$50.00. Seventh and eighth grade students will be charged for no more than a maximum of three sports each year.

10. An activity fee will be charged for the following:

<u>Senior High Activities</u>	<u>Fee</u>	<u>Middle School Activities</u>	<u>Fee</u>
Basketball	\$15.00	Basketball	\$10.00
Baseball	15.00	Cross Country	10.00
Cross Country	15.00	Football	10.00
Football	15.00	Wrestling	10.00
Hockey	15.00	Gymnastics	10.00
Wrestling	15.00	Volleyball	10.00
Gymnastics	15.00	Golf	10.00
Volleyball	15.00	Tennis	10.00
Soccer	15.00	Track	10.00
Golf	15.00		
Tennis	15.00		
Track	15.00		
Synchronized Swimming	10.00		
Cheerleading (per season)	5.00		
Band/Orchestra Rental (per semester)	10.00	Band/Orchestra Rental (per semester)	10.00
Debate	15.00	Debate	10.00
Declamation	5.00	Declamation	5.00
Knowledge Bowl			
Math Track Meet			
Academic Decathlon			

*Replacement of Policy Dated 7-12-83

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION I.S.D. #152	DISTRICT CODE: JHB-A DATE ADOPTED: 3-8-88
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CRISIS INTERVENTION POLICY

The School District acknowledges that staff members encounter students and personnel in crisis resulting from situations such as but not limited to:

- ° serious illness or death of a student, or of a close relative or friend of a student
- ° serious illness or death of a staff member
- ° suicide or other threats to a student's physical or psychological well-being
- ° harmful chemical involvement
- ° changes in the composition of one's family for any reason
- ° unemployment of a parent or guardian or other tragedy that would traumatize school-age children and youth

The psychological, emotional and educational impact of such crises can be significant for the individual, family and the school community.

In accordance with Minnesota Health and Welfare guidelines (M.S. 144.344) which mandate that a minor child will receive necessary treatment for a life-threatening physical or mental illness, the School District charges the Crisis Intervention Policy Committee to develop a plan of action for identifying, preventing, and intervening in crisis situations and a plan of action for postvention. The plan will include an appropriate response to crises affecting an individual building or a district-wide population.

The building principal will be responsible for designating a crisis intervention team in each building. The principal will insure that all personnel in their building are informed annually of this policy and of the procedural guidelines which comprise the action plan.

MEMO #: B316

TO: DR. TRCOHLIL
BOARD OF EDUCATION

FROM: ROBERT LACHER *R. Lacher*

DATE: FEBRUARY 29, 1988

SUBJECT: INVESTMENTS OF TAX ANTICIPATION REVENUES

Attached is the summary of the \$2,900,000.00 invested February 16 to 17. Net earnings are \$69,880.00. This can be added to the revenues for 1987-88 school year.

We have made arrangements with Norwest Bank to borrow needed cash at 7% over the investment of the CD we have placed with them (6.70%). This is a safeguard in case aids or EPA reimbursements do not arrive in time. With this arrangement we were able to extend the maturities on the CD's.

Thank you.

c.c. Ruth Legg

INVESTMENT OF \$2,971,100 TAX ANTICIPATION CERTIFICATES

Norwest Bank
Cathy 293-4370

365
360

Wire

Date Invested	Institution	City	State	Maturity	Principal	Gross Rate	Placement	Fee	Days	Interest	Telephone #	Contact Person	ABA#	Destination	City	Account #
2/17/88	Baltimore Fed. Financial	Baltimore	MD	March 16, 1989	99000	8.40%	EH	0.25%	393	8687 301-793-2222	Debbie		252070367			
2/17/88	Ban Milan SML	Wichita Falls	TX	March 16, 1989	99000	8.50%	HYM	0.25%	393	8794 800-433-3318			3119-7345-7	Mercury SML	Wichita Falls	00-VG1099-AR# 40-10-501
2/16/88	Charter Savings	Corpus Christi	TX	March 16, 1989	99000	8.50%	HYM	0.25%	394	8816 800-321-1479			1110-40195	FHLB	Dallas	S-1971-01
2/17/88	Columbia Fed. Savings Bank	Fairfield	TX	March 16, 1989	99000	8.375%	EH	0.25%	393	8661 203-226-3333			7458012	City Trust	Bridgeport, CT	7458012
2/16/88	Commerce Savings	Dallas	TX	March 16, 1989	99000	8.45%	HYM	0.25%	394	8977 800-527-1554	Brian King		311-073-137			
2/16/88	First Calif. Savings Bank	Orange	CA	March 16, 1989	99000	8.35%	EH	0.25%	394	8656			3-222-7134-2			
2/16/88	First South Savings	Houston	TX	March 16, 1989	99000	8.50%	EH	0.25%	394	8816 800-833-5331	Mr. Harrison		3131-7282-9			
2/17/88	First State SML	San Antonio	TX	March 16, 1989	99000	8.50%	EH	0.25%	393	8794 512-824-9099	Alma or Sylvia		111040195	FHLB	Dallas	S-815-705
2/17/88	Independent American Sav	Grand Prairie	TX	March 16, 1989	99000	8.55%	EH	0.25%	393	8847 214-264-1591	Salley Enger		111040195	FHLB	Dallas	Ind. American Sav.
2/16/88	Killeen SML	Dallas	TX	March 16, 1989	99000	8.50%	EH	0.25%	393	8794			1110-0002-5	1st Republic Bank	Dallas	1252624567
2/17/88	Majestic SML	Dallas	TX	March 16, 1989	96000	8.25%	Self	0	393	8528 800-654-8978	Tom Gile		111040195	FHLB	Dallas	5637201
2/17/88	Mercury SML	Wichita Falls	TX	March 16, 1989	99000	8.375%	HYM	0.125%	393	8794 800-433-0999			3119-7345-7			Ref #20621702
2/17/88	Montfort Sav Assoc	Vernon	TX	March 16, 1989	99000	8.50%	EH	0.25%	393	8794 800-433-0970	Debbie		311373329			
2/17/88	Mount Whitney SML	Visalia	CA	March 16, 1989	99000	8.375%	HYM	0.25%	393	8781			3211-7121-0			
2/17/88	Norwest Bank	Moorhead	MN	March 16, 1989	229000	6.70%	Self	0	393	16520						
2/16/88	Paris SML	Paris	TX	March 15, 1989	99000	9.75%	EH	0.25%	393	9061 214-785-5555	Robin		3119-7361-9			
2/17/88	Peoples SML	Llano	TX	March 16, 1989	99000	8.375%	HYM	0.25%	393	8781 800-362-9175			1110-40195	FHLB	Dallas	55579104
2/16/88	Perpetual SML	Santa Anna	CA	March 16, 1989	99000	8.375%	EH	0.25%	394	8683			3222-8565-5			
2/16/88	Platt Vally Federal	Scottsbluff	NE	Feb. 28, 1989	99000	8.50%	EH	0.25%	377	8436 800-445-4446			1020-0001-8	1st Interstate Bank	Denver	7687765
2/17/88	Southwest Savings	Dallas	TX	Feb. 16, 1989	100000	8.35%	EH	0.25%	365	8100 214-233-7741	Ranea Eder		311071294			Branch #3
2/17/88	South West SML	Albiline	TX	March 16, 1989	99000	8.50%	EH	0.25%	393	8794 915-695-700			311370513			Final Cr. Cert. #55472-6
2/17/88	State Federal SML	Lubbock	TX	Feb. 16, 1989	99000	8.375%	HYM	0.25%	360	8044 806-765-8521			3113-7235-9			
2/16/88	Sunbelt	Dallas	TX	March 16, 1989	99000	8.75%	EH	0.25%	394	9084 800-722-5150	Charlie		311-07314-0			Ref #5
2/17/88	Western Federal SML	Gatesville	TX	March 16, 1989	99000	8.375%	EH	0.25%	393	8661 800-231-4212	Branch #1		311971653	Western Fed SML	Dallas	
2/17/88	Western Gulf SML	Bay City	TX	Feb. 16, 1989	99000	8.375%	EH	0.25%	393	8661 800-457-0005	Ida		313173815			
1/22/88	Silverado	Denver	CO	Jan. 31, 1989	99000	8.375%	HYM	0.00%	375	8518						
1/19/88	Valley View State Bank	Overland Park	KS	Jan. 31, 1989	99000	7.75%	PEAK	0.00%	360	7567						
1/13/88	Metroplex Fed S & L	Hurst	TX	Jan. 13, 1989	99000	9.25%	HYM	0.00%	365	8168						

2900000

233297

INTEREST COST
FEES

-163267
-9150

60880

MONTHLY INTEREST
INTO TRUST

9000

NET EARNINGS

69980

2/17/88	Norwest Bank	Moorhead	MN	March 16, 1989	271000	6.70%	Self	0	393	19550						
10/30/87	Hallepark	Llano	TX	March 9, 1989	99000	8.375%	WITT	0.25%	131	3665						
10/30/87	Justice Sav. Bank	Culver City	CA	March 9, 1989	99000	8.70%	WITT	0.25%	154	3556						
10/23/87	Great West Sav. Bank	Lockhart	TX	March 31, 1988	99000	8.40%	FM	0.00%	154	3530						
10/29/87	First Fed S & L	Houston	TX	March 31, 1988	99000	8.50%	FM	0.00%	185	4265						
1/29/88	Santa Barbara	Santa Barbara	CA	August 1, 1988	99000	7.875%	PUTY	0.00%	182	3887						
1/29/88	Capital B	Dallas	TX	July 29, 1988	99000	8.00%	HYM	0.25%	182	3829						
1/29/88	Bay Savings	Parker	CO	July 29, 1988	99000	8.25%	HYM	0.25%	182	3849						
1/29/88	Maritago	Atlanta	GA	July 29, 1988	99000	8.10%	HYM	0.25%	182	3887						

6800000

49815

States' progress in public education slows down

Teachers' salaries

The average USA teacher's salary in 1987 was \$26,551, up \$7,277, or 37.8 percent, from the 1982 level. Salaries rose \$1,350, or 5.4 percent, from 1986 to 1987. Connecticut teachers got raises of 53.3 percent between 1982 and 1987, moving the state from 22nd to seventh. Louisiana teachers got raises of just 11.8 percent in five years, and the state tumbled from 28th to 48th. In 1981, before education reform, teachers were paid an average of \$17,360.

Rank	Avg. salary 1987	1982/rank
1 Alaska	\$43,970	\$31,924/1
2 D.C.	33,797	24,265/3
3 N.Y.	32,000	23,437/4
4 Mich.	31,500	24,304/2
5 Calif.	31,219	22,755/6
6 R.I.	31,079	21,659/8
7 Conn.	28,902	18,858/22
8 Md.	28,893	21,120/10
9 N.J.	28,718	19,910/15
10 Mass.	28,410	20,249/13
11 Minn.	28,340	19,907/16
12 Ill.	28,238	21,020/11
13 Wyo.	28,103	21,249/9
14 Wis.	27,976	19,387/19
15 Wash.	27,527	22,954/5
16 Del.	27,467	19,290/20
17 Pa.	27,422	19,482/18
18 Colo.	27,387	19,577/17
19 Nev.	26,960	19,940/14
20 Hawaii	26,815	22,542/7
21 Ore.	26,690	20,305/12
22 Ohio	26,288	18,550/25
23 Ind.	26,083	18,636/24
24 Ariz.	25,972	19,211/21
25 Va.	25,473	17,008/34
26 Texas	24,588	17,582/30
27 Ga.	24,200	16,363/41
28 N.M.	23,977	18,690/23
29 Fla.	23,785	16,780/36
30 N.C.	23,775	16,947/35
31 Ala.	23,500	15,612/45
32 Mo.	23,468	16,413/39
33 Kan.	23,427	16,712/37
34 Mont.	23,206	17,770/29
35 S.C.	23,190	15,615/44
36 Utah	23,035	18,106/27
37 Tenn.	22,627	16,285/42
38 Ky.	22,612	17,290/32
39 Iowa	22,603	18,270/26
40 Neb.	22,063	16,570/38
41 Okla.	22,060	16,210/43
42 N.H.	22,011	14,894/47
43 Vt.	21,835	14,715/49
44 Idaho	21,480	16,401/40
45 W.Va.	21,446	17,129/33
46 N.D.	21,284	17,426/31
47 Maine	21,257	15,105/46
48 La.	20,054	17,930/28
49 Ark.	19,904	14,506/50
50 Miss.	19,447	14,135/51
51 S.D.	18,781	14,717/48
USA avg.	\$26,551	\$19,274

By Hayes Johnson
USA TODAY

Education gains made in the USA since the early 1980s began to sputter last year, but our schools are still better off than they were five years ago.

Education Secretary William Bennett on Thursday released his department's fifth annual "wall chart," a report card on USA schools that ranks the states in 15 areas.

On this page are your state's rankings in key areas of teacher pay, test scores, spending per pupil and dropouts. In some areas, the most current information is from 1986; in others, 1987 figures were used. An asterisk (*) indicates a tie.

Some five-year findings:
► If your state spends a lot of federal money on schools and

has a large number of students living in poverty, student performance probably is low.

► College test scores are affected more by poverty level than by the number of minority students in a state. However, percentage of minorities has more impact on dropout rates than poverty does.

► Smaller classes lead to higher test scores and graduation rates. Nationally, there were 18.9 students for every teacher in 1982; 17.8 per teacher in 1987. During the same period, average scores rose on both major college tests, and dropout rates fell.

► States spent proportionally more on education. In 1986, the average per-pupil expenditure equaled 25.6 percent of national per capita income. In 1982, it was 23.7 percent.

ACT, SAT scores

College entrance test scores dropped last year in 24 states and the District of Columbia; scores were up in 16 states. In 21 states and D.C., most students take the SAT; in 28 states, the ACT is more popular. Washington state uses a local test and isn't ranked.

SAT scores		
Rank	1987	1982/rank
1 N.H.	938	925/1
2 Ore.	928	908/2
3 Md.	914	899/9
* Vt.	914	904/3
5 Conn.	912	896/6
6 Del.	910	897/5
7 Mass.	909	888/11
8 Va.	907	888/11
9 Calif.	906	899/4
10 Maine	899	890/8
11 R.I.	853	877/14
12 N.Y.	894	896/6
13 Fla.	893	889/9
14 N.J.	892	869/15
15 Pa.	891	865/13
16 Hawaii	881	857/18
17 Texas	875	868/16
18 Ind.	874	860/17
19 D.C.	842	821/21
20 Ga.	840	823/20
21 N.C.	838	827/19
22 S.C.	832	790/22
USA avg.	906	893

ACT scores		
Rank	1987	1982/rank
1 Wyo.	20.4	20.3/1
2 Iowa	20.3	20.3/2
3 Minn.	20.2	20.2/3
4 Colo.	19.9	19.6/5
5 Mont.	19.9	19.5/6
* Wyo.	19.9	19.2/7
7 Neb.	19.8	19.9/4
8 S.D.	19.6	19.1/8
9 Ariz.	19.3	18.7/12
* Kan.	19.3	18.9/10
11 Ohio	19.3	19.0/9
12 Mo.	19.2	18.7/12
13 Nev.	19.1	18.3/18
14 Idaho	19.0	18.9/10
15 Utah	18.9	18.4/17
* Ill.	18.9	18.6/16
17 N.D.	18.8	17.8/19
* Mich.	18.8	18.7/12
19 Alaska	18.7	18.7/12
20 Ky.	18.3	17.5/23
21 Tenn.	18.0	17.5/23
* Ala.	18.0	17.2/26
* N.M.	18.0	17.6/21
24 Ark.	17.8	17.7/20
25 Okla.	17.7	17.6/21
26 W.Va.	17.6	17.4/25
27 La.	16.9	16.7/27
28 Miss.	16.3	15.5/28
USA avg.	18.7	18.4

* Alaska had a higher percentage of test-takers for SAT than for ACT in 1987. But it's reported as an ACT state to allow comparison with previous years.

Spending per student

States in 1986 spent an average of \$3,752 per pupil. The per-student investment is up \$1,026, or 37.6 percent, from the 1982 level. Spending per pupil in 1986 was up 8.1 percent from 1985.

Rank	Spent per pupil 1986	1982/rank
1 Alaska	\$8,253	\$6,312/1
2 N.Y.	6,011	4,280/2
3 N.J.	5,395	3,674/4
4 D.C.	5,337	3,792/3
5 Wyo.	5,114	3,417/5
6 Conn.	4,743	3,188/9
7 R.I.	4,667	3,040/13
8 Del.	4,610	3,198/8
9 Mass.	4,562	3,137/11
10 Md.	4,450	3,234/7
11 Pa.	4,416	3,050/12
12 Mich.	4,176	3,140/10
13 Wis.	4,168	2,935/16
14 Ore.	4,141	3,299/6
15 Mont.	4,091	2,998/14
16 Vt.	4,031	2,793/22
17 Colo.	3,975	2,914/17
18 Minn.	3,941	2,905/18
19 Wash.	3,881	2,650/28
20 Kan.	3,829	2,815/21
21 Hawaii	3,807	2,862/20
22 Ill.	3,787	2,936/15
23 Neb.	3,631	2,704/24
24 Iowa	3,619	2,874/19
25 Calif.	3,543	2,671/27
26 N.H.	3,542	2,509/31
27 Fla.	3,529	2,443/34
28 W.Va.	3,528	2,593/29
29 Ohio	3,527	2,492/32
30 Va.	3,520	2,384/36
31 N.D.	3,481	2,727/23
32 Maine	3,472	2,221/41
33 Nev.	3,440	2,424/35
34 Texas	3,298	2,229/40
35 Ind.	3,275	2,306/38
36 N.M.	3,195	2,703/25
37 Mo.	3,189	2,342/37
38 La.	3,187	2,590/30
39 Okla.	3,146	2,673/26
40 Ariz.	3,093	2,462/33
41 S.C.	3,058	1,907/46
42 S.D.	3,051	2,300/39
43 N.C.	2,982	2,107/42
44 Ga.	2,966	2,019/44
45 Ark.	2,658	1,841/50
46 Tenn.	2,612	1,895/48
47 Ala.	2,565	2,063/43
48 Ky.	2,486	1,906/47
49 Idaho	2,484	1,945/45
50 Utah	2,390	1,872/49
51 Miss.	2,362	1,706/51
USA avg.	\$3,752	\$2,726

High school dropout rates

Dropout problems are growing in USA high schools. The rate is lower now than in 1982, but rose in 30 states between 1985 and 1986. The rate fell in 18 states and D.C., stayed the same in two states.

Rank	Dropped Out 1986	1982/rank
1 D.C.	43.2%	43.1%/2
2 Fla.	38.0%	39.8%/4
3 La.	37.3%	47.1%/1
* Ga.	37.3%	35.0%/13
5 Ariz.	37.0%	36.6%/6
6 Miss.	36.7%	38.7%/5
7 N.Y.	35.8%	36.6%/6
8 Texas	35.7%	36.4%/9
9 S.C.	35.5%	36.2%/10
10 Nev.	34.8%	35.2%/12
11 Calif.	33.3%	39.9%/3
12 R.I.	32.7%	27.3%/28
* Ala.	32.7%	36.6%/6
14 Tenn.	32.6%	32.2%/17
15 Mich.	32.2%	28.4%/24
16 Alaska	31.7%	35.7%/11
17 Ky.	31.4%	34.1%/14
18 N.C.	30.0%	32.9%/16
19 Del.	29.3%	31.8%/18
20 Hawaii	29.2%	25.1%/34
21 Okla.	28.4%	29.2%/22
22 Ind.	28.3%	28.3%/25
23 N.M.	27.7%	30.6%/19
24 Colo.	26.9%	29.1%/23
25 N.H.	26.7%	23.0%/41
26 Va.	26.1%	26.2%/30
27 Ore.	25.9%	27.6%/26
28 W.Va.	24.8%	33.7%/15
* Wash.	24.8%	23.9%/37
30 Mo.	24.4%	25.8%/31
31 Ill.	24.2%	23.9%/37
32 Maine	23.5%	29.9%/20
33 Md.	23.4%	25.2%/33
34 Mass.	23.3%	23.6%/39
35 Vt.	22.4%	20.4%/44
* N.J.	22.4%	23.5%/40
37 Ark.	22.0%	26.6%/29
38 Pa.	21.5%	24.0%/36
39 Idaho	21.0%	25.6%/32
40 Utah	19.7%	25.0%/35
41 Ohio	19.6%	22.5%/42
42 Wyo.	18.8%	27.6%/26
43 S.D.	18.5%	17.3%/47
* Kan.	18.5%	19.3%/45
45 Wis.	13.7%	16.9%/48
46 Mont.	12.8%	21.3%/43
47 Iowa	12.5%	15.9%/50
48 Neb.	11.9%	18.1%/46
49 N.D.	10.3%	16.1%/49
50 Conn.	10.2%	29.4%/21
51 Minn.	8.6%	11.8%/51
USA avg.	28.5%	30.5%

STRATEGIC SCHOOLING

Include work force concerns in education, planning, business leaders urge conferees

National business and government experts painted a vivid scenario of the future at a January 24-26 symposium in Chicago, co-sponsored by Allstate Insurance Co. and the AASA Foundation Fund.

Participating school leaders from across the country heard provocative ideas to consider in shaping education's future and were challenged to look at new ways to plan for their schools.

The conference is the third in a series titled, "The Future and America's Schools," designed to prepare school administrators to lead education

into the 21st century. It is the second such conference sponsored by Allstate and AASA.

Walt Turner, associate executive director of AASA, said the purpose of the series is "to explore trends and issues likely to impact the remainder of the century and relate them to the mission of the nation's educational system." Participants have been in the 35-45 age range and were chosen by their state associations to attend.

According to Paul Jung, AASA Executive Committee member, the meeting represented another step toward a

productive partnership between education and business. He emphasized that "more than money, we need your ideas and to know what you are thinking."

Jean McGrew, a member of the AASA Foundation Fund Board of Trustees, told listeners that the program speakers could not solve their problems. "You and I have to do that back in our respective school districts."

Allstate Vice President of Corporate Relations Edward Morgan said, "Five years ago, we might not have done this conference." Business is be-

coming more aware that it cannot separate itself from the rest of society, and education plays a vital role in providing business' most valuable asset — labor.

Thomas Tewksbury, senior

vice president at Allstate, told listeners that "business is looking to schools to produce workers with knowledge, spirit, stamina, and skills," and he encouraged education. See EDUCATORS, Page 2

leaders to continue seeking new partnerships with businesses.

Government representatives related staggering projections for the labor market during the next 12 years and stressed the need for education to respond to the changes that are taking place.

Bonnie Guiton, assistant secretary for vocational and adult education at the U.S. Department of Education, opened the symposium with a challenge to school administrators to ensure graduates have the requisite basic skills to succeed in the work place — the abilities to think, reason, and solve problems.

Guiton, herself a product of the vocational education system, charged that "too much emphasis is given to the 20 percent of high school students who go on to graduate from college." She said that partnerships between business and education were "essential to meshing the needs of education and of the economy."

Business leaders and private consultants voiced their perspectives on the future. Cally Parkinson, director of corporate research for Sears Roebuck and Co., described how that company analyzes the future in order to plan. According to Parkinson, stra-

tegic planning is as necessary in education as in the corporate world. "Strategic planning is different from other types of planning in that it starts with a look out the window at the big picture," she said.

After discerning trends in the environment, the organization analyzes how those trends affect it. Parkinson listed four types of trends: economic, public policy, technological, and demographic.

According to Parkinson's research, we are becoming more pragmatic, with reduced expectations; we are thinking more strategically in planning for our futures; we value time more; and we are becoming more committed to home and family. Parkinson said people are spending more time at home.

Lawrence Kaagan, social researcher and forecaster, drew rapt attention and nods of agreement with his short course in American social history. He described social research as "the softest and squishiest research there is," but essential in its role of "understanding not just the economics of the present and future but the ways American society will change and how we will view ourselves." Kaagan consults with Allstate and Sears so the companies

can analyze the impact of changing social values on their corporate philosophy. He said that schools could do the same to improve their future capabilities.

Because of competitiveness in the corporate world and the reliance of business and labor on a well-trained work force, Kaagan advised educators that the stage was set for them to succeed as never before in the public forum. "If you can explain the role of your institution as part of an overall strategy to make America more competitive,

you'll get the better hearing that business is getting these days — better than education has gotten anytime in the recent past."

"Creating Your Future," a seminar led by Jamshid Gharajedaghi, focused on the future directions of systems organization and management. Gharajedaghi is president of Interact, the Institute for Interactive Management. Organizations must advance with new technologies if they are to be successful, he said.

In addition, good management must flow upward, not downward, he said, and must manage interactions rather than just actions.

Kenneth Primozic, management consultant in strate-

gic planning for IBM, said administrators must go beyond the four walls of their schools to the "extended enterprise," which includes business, unions, parents, universities, and others.

Although a strategic plan starts with a vision, Primozic stressed the importance of communication. "If you have a vision of where your school system is going and don't communicate it to the people in your environment, then I don't care how good it is; it won't be successful."

"The future is a big place," said David Snyder, president of the Futurist Society. But because of the great mass and inertia in the world system, we can forecast with a fair amount of accuracy what our world will be like in 10 or so years — a short time in such a huge system. Talking about school administrators need to look at the future, Snyder pointed out that "Every curriculum is a forecast of the future, so every educator has to be a futurist."

In closing, he urged listeners to "take the high ground. ... Change requires leadership. You'll get shot at, but you're educators; you are going to get shot at anyway ... make it for something worthwhile."

AASA 2/15/88

BM

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

9. 119. 1805-
min
3, 17, 88

Notice is hereby given that a special meeting of the Moorhead Board of Education will be held on Tuesday, March 17, 1988 at 8:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie _____	Allen Lund _____
Jeanne Seigel _____	Anton Hastad _____
Michael Hulett _____	Wayne Alexander _____
A. C. (Curt) Borgen _____	Bennett Trochlil _____

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PREVIEW OF AGENDA' - Bennett Trochlil, Superintendent
- *IV. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

- V. COMMUNICATIONS
- VI. OPPORTUNITY FOR CITIZENS TO SPEAK
- VII. "WE ARE PROUD"

1. Dr. Betty Myers will be a presentor at the 4th Annual UND Summer Educational Administrators' Conference in Grand Forks, ND, on June 5-7.
2. The following organizations helped with transportation costs for the Baseball School Patrol trip in Minneapolis: Moorhead VFW, Moorhead American Legion, Clay County Safety Council, Moorhead Auto Club Trust Fund, Vikingland Kiwanis, Moorhead Optimists, Catholic Daughters of America, Dilworth American Legion, Thomas Edison PTO, Riverside PTO, Probstfield PTO, Washington PTO, Dilworth Fire Dept., North Campus PTO, Knights of Columbus and Moorhead Sunrise Lions.

"WE ARE PROUD" (continued)

3. Cindy Fevig, junior, was selected for All-State Choir.
4. Derek Wickum was selected for All-State Band and Wyeth Jackson was selected as alternate.

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

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. Consider State and Federal (Trochlil) Appendix A
Law Prohibiting
Discrimination Policy

Explanation: A recommendation was made through our 1987 Civil Rights Audit to change the wording in the original policy. The policy was presented at the May 10 meeting for the first reading.

Recommendation: Move to approve the State and Federal Law Prohibiting Discrimination Policy (Code: AC).

-
2. Consider Grievance (Trochlil) Appendix B
Procedure For Equal
Opportunity Policy

Explanation: A recommendation was made through our 1987 Civil Rights Audit to change the wording in the original policy. The policy was presented at the May 10 meeting for the first reading.

Recommendation: Move to approve the State and Federal Law Prohibiting Discrimination Policy (Code: GBA).

-
3. Review School Board Travel/ (Trochlil) Appendix C
Professional Development
for 1988-89

Explanation: Expectation at this meeting would be to identify school board professional development needs.

Recommendation: For discussion purposes.

4. Review School Name - (Trochlil) Appendix D
North Campus

Explanation: Students at North Campus submitted approximately 50 nominations from which a staff committee selected five names for consideration by the school board:

- °Christa McAuliffe School
- °Robert Asp School
- °John F. Kennedy School
- °Red River School
- °Roger Maris School

Recommendation: For discussion only.

5. Consider Personnel (Jernberg) Appendix E

Resignation

Diane Wray Williams - Coordinator for Youth Board, effective June 1, 1988

Deb LaQua - School Psychologist, currently on leave of absence, effective immediately

Recommendation: Move to approve the personnel changes as shown.

6. Consider General Supplies (Lacher) Appendix G

Explanation: The bid summary of the general supplies bid award by vendor will be available at the meeting.

The total summary by vendor and item is available in the business office.

Recommendation: Move to approve low bids meeting specifications for General Supplies.

- *7. Consider Rental - Riverside (Lacher) Appendix H

Explanation: Moorhead Headstart has been renting a classroom at North Campus. With the movement of the fifth grade to that building the rental space was no longer available. Riverside has a room they can rent to Headstart for \$4,000.00.

Recommendation: Move to approve the lease agreement for Headstart at Riverside for \$4,000.00 starting August 15, 1988 to May 15, 1989.

*8. Consider MTI Auto
Department Bid

(Molick)

Appendix H

Explanation: Bids have been received for automotive diagnostic testing equipment from Bear Automotive for \$16,537.50 and from Allen Test Products for \$17,300.00.

Recommendation: Move to award the bid on automotive testing equipment to Bear Equipment as the low bidder, meeting specifications, for \$16,537.50.

*9. Consider Teacher Training (Jernberg)
and Retraining Application

Appendix I

Explanation: Appendix I-1 contains the first page of a form for making application for funds under the provisions of the Education for Economic Security Act (P.L. 98-377), Title II, for the purpose of training and retraining teachers in mathematics, science, foreign languages and computer learning.

Recommendation: Move to approve the application as outlined above and the Statement of Assurances as stated on the form.

10. Consider Election Results (Trochlil)

Appendix J

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

Fagerlie, Doug _____
Lucier, Ken _____
Seigel, Jeanne _____

IX. FOR YOUR INFORMATION

Appendix Z

1. Legislation Update - The Board received the MSBA Review of Legislation. Time will be given to review major areas.

CALENDAR OF EVENTS


<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
PER	Thurs. May 19	7:00 a.m.	Townsite
Baccalaureate	Sunday, May 22	7:00 p.m.	Senior High
Athletic Awards	Monday, May 23	7:00 p.m.	Senior High
Graduation	Sunday, June 5	2:00 p.m.	Concorida

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

1. Committee Reports
 - °Policy Review - Hastad/Seigel
2. "What's Going On In The Moorhead/Fargo/West Fargo Area?"
 - °
 - °

XI. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, May 24 - 7:30 p.m.

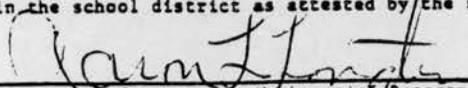
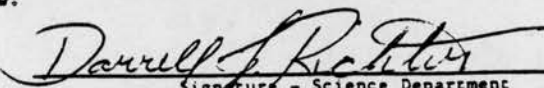
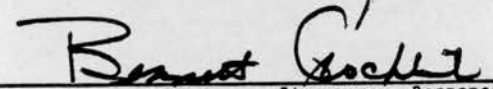
 Minnesota Department of Education	Education Development Section 922 Capitol Square - 550 Cedar St. Paul, MN 55101	TEACHER TRAINING & RETRAINING APPLICATION	ED-01732-04
			Deadline: 9/30/88

General Information and Instructions: This form is to be used in making application for funds under the provisions of the Education for Economic Security Act (P.L. 98-377), Title II, for the purpose of training and retraining teachers in mathematics, science, foreign languages and computer learning. Submit three copies of this application to the above address.

IDENTIFICATION INFORMATION			
District Name Moorhead Public Schools		District Number 152	
Address 810-4th Avenue South		City Moorhead	Zip Code 56560
Contact Person Robert Jernberg	Title Ass't. Supt/Instruction		Telephone Number (218) 236-6400

APPLICATION / APPLICANT INFORMATION		
Project Title		Program Duration July 1, 1988 - June 30, 1989
Application Type (check one) <input type="checkbox"/> Application for YEAR #4 (F.Y. 1989) <input type="checkbox"/> Amendment to YEAR #4 Application	Applicant Classification (check one) <input checked="" type="checkbox"/> School District/ECSU Cooperative (Provide Information at Right) <input type="checkbox"/> Single School District (Complete Remainder of Application)	Program Allocation is to be paid directly to (ECSU Identification): West Central ECSU Our Allocation is \$ _____ Refer to page 1 of the instructions for further completion and forwarding directions.

COOPERATING AGENCIES	Enter names of agencies cooperating in this in-service effort, such as school districts, institutions of higher education, ECSU's, private agencies, etc.			
	AGENCY NAME	AGENCY NUMBER	CITY	AGENCY TYPE / CLASSIFICATION

STATEMENT OF ASSURANCES	
THE APPLICANT ASSURES AND CERTIFIES THAT:	
1. The School Board, at a meeting held on _____, 198____, authorized the undersigned to execute and file this application for funds provided under P.L. 98-377, Title II. 2. Equitable participation of nonpublic schools (if any) will be provided. Nonpublic representatives participated in planning and their needs were addressed through this application. 3. Funds will be used to supplement, not supplant, programs in mathematics, science, computer learning, and/or foreign languages. 4. Planning took into account the need for greater access to and participation in mathematics, science, computer learning programs and careers of students from historically underrepresented groups (minorities, females, individuals with limited English proficiency, individuals who are handicapped and migrants). 5. This application has been approved by the chairpersons and/or staff of the mathematics and science programs/departments in the school district as attested by the signatures below.	
 Signature - Mathematics Department	 Signature - Science Department
 Signature - Responsible Authority	5-10-88 Date

STAFF NEEDS ASSESSMENT

2

E L E M E N T A R Y	LICENSED ELEMENTARY TEACHERS	Indicate the total number of licensed public and nonpublic elementary teachers including full and part-time teachers:		PUBLIC 83	NONPUBLIC 24				
	In the table below, provide the results of your local survey indicating teacher self-rating in the three categories: 1. Fully Qualified, 2. Moderately Qualified, and 3. Inadequately Qualified.								
	TEACHER SELF-RATING CATEGORIES	PUBLIC				NONPUBLIC			
		MATH	SCIENCE	FOREIGN LANGUAGES	COMPUTER	MATH	SCIENCE	FOREIGN LANGUAGES	COMPUTER
1. FULLY QUALIFIED	70	50	3	12	14	8		1	
2. MODERATELY QUALIFIED	10	31	7	52	7	8	3	11	
3. INADEQUATELY QUALIFIED	3	2	73	19	3	3	15	12	

S E C O N D A R Y	SECONDARY TEACHERS	Indicate the total number of public and nonpublic secondary teachers including full and part-time teachers:		PUBLIC 38	NONPUBLIC 5				
	In the table below, enter the total number of public and nonpublic secondary teachers including full and part-time for the three categories for each of the four instructional areas.								
	CATEGORIES	PUBLIC				NONPUBLIC			
		MATH	SCIENCE	FOREIGN LANGUAGES	COMPUTER	MATH	SCIENCE	FOREIGN LANGUAGES	COMPUTER
1. NUMBER TEACHING	14	18	6	2	1			4	
2. NUMBER FULLY LICENSED	14	18	6						
3. NUMBER ATTENDING SUBJECT MATTER IN-SERVICE IN LAST THREE YEARS	14	10	4	2	1			2	

WAIVER: Complete Page 4 if a waiver is requested to expend funds for purposes other than training of mathematics and science teachers.

PROGRAM DESCRIPTION	Provide a brief narrative including in-service activities, dates, locations, facilities, and method of evaluation. (attach additional sheet if necessary.)

PROJECTED TRAINING PARTICIPANTS	Enter the number of teachers to be trained during the one-year project.							
	PUBLIC				NONPUBLIC			
LEVELS	MATH	SCIENCE	FOREIGN* LANGUAGES	COMPUTER*	MATH	SCIENCE	FOREIGN* LANGUAGES	COMPUTER*
ELEMENTARY								
SECONDARY								
TOTAL PROJECTED PARTICIPANTS								

*NOTE: A waiver must be granted to expend funds for training in these areas.

PROGRAM BUDGET		Summarize program expenditures according to the UFARS object codes and descriptions. UFARS Finance Code 414 should be used in conjunction with this program.	
OBJECT SERIES	EXPENDITURE DESCRIPTION	PROGRAM BUDGET	
100	SALARIES AND WAGES	\$	
200	EMPLOYEE BENEFITS		
366 and/or 367	TRAVEL		
300	ALL OTHER PURCHASED SERVICES *		
400	SUPPLIES AND MATERIALS		
500	CAPITAL EXPENDITURES **		
800	OTHER EXPENSE		
TOTAL DIRECT COSTS			
RESTRICTED INDIRECT COST RATE: <u> </u> % (CANNOT be charged against Capital Expenditures)			
PROGRAM GRAND TOTAL		\$	

* Include Rental / Leasing of Facilities

** Include Equipment Purchases

PROJECTED USE OF FUNDS		Summarize expenditures by area of in-service and by public and nonpublic schools. Include expenditure area percentages in relation to the public/nonpublic expenditure area amounts.				
INSERVICE EXPENDITURE AREA	UFARS PROGRAM CODES	PROGRAM BUDGET AMOUNT	PUBLIC		NONPUBLIC	
			TOTAL AMOUNT	PERCENT OF PUBLIC PROGRAM TOTAL	TOTAL AMOUNT	PERCENT OF NONPUBLIC PROGRAM TOTAL
MATHEMATICS	256	\$	\$	%	\$	%
SCIENCE	260					
FOREIGN LANGUAGES *	230					
COMPUTER LEARNING *	257					
INSTRUCTIONAL MATERIALS & * EQUIPMENT FOR MATH/SCIENCE	256 or 260					
PROGRAM TOTALS		\$	\$	100.0 %	\$	100.0 %

* NOTE: A waiver must be granted to expend funds in these areas.

S. on 9. 1985
on 12. 88
4.12.88

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on Tuesday, April 12, 1988, at 7:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie _____	Allen Lund _____
Jeanne Seigel _____	Anton Hastad _____
Michael Hulett _____	Wayne Alexander _____
A. C. (Curt) Borgen _____	Bennett Trochlil _____

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- IV. APPROVAL OF MINUTES Appendix A

Recommendation: Move to approve the minutes of March 8 and 22, 1988.

*V. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

Recommendation: Move to approve the items on the consent agenda.

- *VI. CONSIDERATION OF CLAIMS Appendix B
- VII. COMMUNICATIONS
- VIII. OPPORTUNITY FOR CITIZENS TO SPEAK

IX. "WE ARE PROUD"

1. Orv Kaste, Property Services Supervisor, will serve on the visitation team for the NCA visitation to be held at Roosevelt Elementary, Fargo, ND, on April 11-13.
2. Ten Moorhead Technical Institute students received \$254.00 each from Northern States Scholarship funds. They are: Glen Detienne, Tamara Gilb, Joyce Jewett, Kardell Nill, Keith Kummer, Mark Kruse, Sherry Morris, Troy Peterson, Juli Short, and James Solum.
3. At the N.F.L. Student Congress in Duluth on March 17 and 18, David MacDonald and Andrew Knighton, senior high, were elected as outstanding representatives and will compete at the National Tournament in Nashville in June.
4. Senior High Math League students placed 10th in the State Tournament.
5. Mike Lin, Wyeth Jackson, Brian Deitz, Mike Ellingson and Ami Torkelson, senior high students, were selected to the Concordia College High School Honors Band. Jason Littlefield, Sara Johanson & Mike Ellingson performed with the Tri-College "All-Star" Percussion Ensemble on March 28.
6. The Region 8AA Solo/Ensemble competition for Instrumental Music was held March 29 at Detroit Lakes and the following students received "Excellent" or "Superior" ratings: Mike Lin, Rita Kolle, Sarah Evans, Heidi Anderson, Kristi Fillmore, Romina Hillier, Stacey Hyde, Amy Kaldor, Gayle Page, Cindy Stulz, Shelley Swenson, Wyeth Jackson, Steve Scheel, Josh Alexander, Derek Wickum, Jeff Bergman, Kerri Smerud & Rachel Sunde.
7. Pam VanGundy and Karl Knutson, senior high students, won the Regional Social Studies "Citizen Bee" competition in Bemidji March 31. Pam won a \$500.00 award, Karl won a \$300.00 award and they will advance to state competition in St. Paul.
8. Moorhead Senior High School has been accredited to the North Central Association of College and Schools for the 1987-88 school year. No violations of standards were noted in the review and the school is to be commended for its efforts in providing for its students a quality program of education.

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

UNFINISHED BUSINESS

1. Review Long Range Planning Process (Trochlil) Appendix C

Explanation: One of the objectives of the Long Range Planning Committee has been to assist people in understanding the planning process.

Sarah Jons, Wayne Alexander and Superintendent Trochlil have met to formulate a process that would make it easier for stakeholders to understand how all of the 'bits and pieces' fit together.

We assigned Dr. Alexander to explain how the components of the planning process 'tie together' in reaching the mission of the Moorhead Public Schools.

Recommendation: Information

2. Consider 1988-89 and 1989-90 Calendars (Trochlil) Appendix D

Explanation: This was an agenda item on March 22. The calendars presented for 1988-89 and 1989-90 remain the same.

Recommendation:

- ° 1988-89 - Move to accept calendar B.
- ° 1989-90 - Move to direct administration to take the calendar to the stakeholders for further discussion.

Rationale: While the charge to the committee was to create an innovative calendar, this is a major change that has more implications than the number of days and length of day. Issues that still need to be addressed would be, but are not limited to: educational values; employee contracts; some special curriculum classes not meeting as often; banking time; days at the end of the quarter; student input; fulfillment of district's mission; legislation issues - Labor Day/Memorial Day; teacher eight hour day; the date could move back to May 20 and possibly earlier depending on Labor Day date; and, extra co-curricular areas.

NEW BUSINESS

1. Consider Capital Outlay (Jernberg) Appendix E

Explanation: Appendix E-1 contains the Capital Outlay Budget as presented at the March 22nd Board meeting. The budget includes:

°Revenues	\$1,005,821
°Expenditures	\$1,031,765
°Public Law 94-142	16,670
°Chapter I	5,442
	<u>\$1,053,877</u>
°Deficit	\$ 48,056

°Rationale: The deficit is due to the cost of the North Campus remodeling.

Recommendation: Move to approve the capital outlay expenditures as presented and authorize changes in line items with the approval of the superintendent.

- 2. Consider Resolution (Bergen) Appendix F
Discontinuing and Reducing
Educational Programs and
Positions

Explanation: Under State statutes, Minnesota school districts must adopt a resolution discontinuing positions of school personnel. Appendix F-1 is the resolution.

Recommendation: Move to adopt the resolution in Appendix F-1.

- 3. Consider Personnel (Bergen) Appendix G

Early Retirement

Bernice Stensgaard - Library Secretary, Senior High, effective at the end of the school year

Lois Seifert - Sixth Grade Teacher, North Campus, effective June 3, 1988

Retirement

Claudine Schneider - Fashion Instructor, Moorhead Technical Institute, effective May 25, 1988

Military Leave

Richard South - custodian, Senior High, from May 2 through May 13, 1988

Recommendation: Move to approve the personnel changes as shown.

*4. Consider Acceptance
of Gift

(Jernberg)

Appendix H

Explanation: The Captain's Program and the TAHC Program at Moorhead Senior High are in receipt of a \$75.00 donation from the Moorhead Kiwanis Activity Fund. It is agreed that the donation will be deposited with Chemical Use Steering Committee Funds.

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

*5. Consider Chapter I - (Swedberg)
Detention Center Resolution

Appendix I

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

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

*6. Chapter I - Reading and (Swedberg)
Math Improvement

Appendix J

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

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

*7. Consider Special Education (Swedberg)
Tuition Contract

Appendix K

Explanation: The school district is in receipt of a tuition contract from the West Fargo Schools (Appendix K-1...one page of contract). This contract, in the amount of \$18,569.06, covers all special and vocational cost of educating a secondary deaf student. It is estimated the net cost to the school district will be \$7,600.00 after all special education and foundation aids have been received.

Recommendation: Move to approve the Special Education tuition contract with West Fargo School District.

*8. Consider Investments

(Lacher)

Appendix L

Explanation: Approval is requested for investments #424 through #429 for \$594,000 and trust account transfers as shown in Appendix L-1.

Recommendation: Move to approve the investments and trust transfers as shown.

9. Superintendent's Contract (Fagerlie)
for 1987-88 (current
school year)

Appendix M

Explanation: Background information will be available at the meeting.

XI. FOR YOUR INFORMATION

Appendix Z

1. West Central Educational Cooperative Service Unit Nominations
- Appendix Z-1
 2. Futures Article - Appendix Z-2
-

Calendar of Events

<u>Place</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
"Forecasting the Economy in 1988 and Beyond" - McDivitt - 3M Corporation	Wednesday, April 13	10:00 a.m.	MSU - King Auditorium
"Oklahoma"	Thursday - Saturday, Apr. 14-16	8:00 p.m.	Senior High Auditorium
Day Care Seminar (Open to Public)	Monday, April 18	7:15 p.m.	Senior High
Business After Hours (Chamber of Commerce)	Tuesday, April 19	5:00 p.m.	Ramada Inn
Kindergarten Registration	Wednesday, April 20 - Friday, April 22		
Policy Review	Monday, April 25	7:00 p.m.	Townsite

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

1. Reports

- ° Joint Powers - Seigel/Hulett
- ° NSBA Convention - Seigel/Alexander/Lund
- ° National Labor Relations Convention - Hulett

2. "What's Going On In The Moorhead/Fargo/West Fargo Area?"
°
°

XIII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, April 26, 1988

Regular Meeting
Board of Education
Independent School District #152
March 8, 1988

Members Present: Douglas Fagerlie, Jeanne Seigel, Allen Lund, Wayne Alexander, Michael Hulett, Anton Hastad, and Bennett Trochlil.

LYNN PROM RECEPTION - The Chamber of Commerce and School District hosted a reception to honor Lynn Prom as winner of the Excellence In Education Award sponsored by the Minnesota Chamber Foundation.

Maynard Hemmah and Duane Barnard, Chef Training Instructors, and students prepared and served the reception as a Chef Program Demonstration.

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and the audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, striking Bid Award - MTI, adding Contracts for English Language Training Programs, placing Investments of Tax Anticipation Revenues on agenda from For Your Information and removing Student Activity Fee Policy and Crisis Intervention Policy from the consent agenda.

MINUTES - Lund moved, seconded by Alexander, to approve the minutes of February 9 and 23, 1988. Motion carried.

CONSENT AGENDA - Hastad moved, seconded by Hulett, to approve Claims and Acceptance of Gifts on the consent agenda. Motion carried.

CLAIMS - As part of the consent agenda, the Board approved the claims, subject to audit, for \$719,984.44. Motion carried.

GENERAL FUND	\$159,759.04
FOOD SERVICE	28,331.56
TRANSPORTATION FUND	101,024.65
COMMUNITY SERVICE	8,586.22
CAPITAL EXPENDITURE	77,385.84
CONSTRUCTION FUND	1,498.98
MAVTI-GENERAL FUND	116,108.01
MAVTI COMM SERVICE	11,992.95
VO-TECH CAP. OUTLAY	24,631.43
FED FINANCIAL AIDS	177,360.77
AVTI STUD SEN & MISC	7,215.66
TOWNSITE CENTRE	6,089.33
 TOTAL	 \$719,984.44

Regular Meeting
Board of Education
Independent School District #152
March 8, 1988
Page Two

CHEF TRAINING PRESENTATION - MTI - Chef Training Instructors - Marnard Hemmah and Duane Barnard, gave a presentation of the program.

They informed the Board that they have a 19 month program and graduate approximately 60 students per year. They stated that the service industry is growing, the culinary arts are healthy, and they have a program in which they are proud.

YEARLY CONTRACT WITH THE FORUM - MTI - Cathy Brenan, Marketing Specialist and Mary Davies, Community Education Coordinator, have researched and estimated costs for signing a contract with The Forum for advertising by both Moorhead Technical Institute and Adult Education.

Lund moved, seconded by Hastad, to approve the advertising contract with The Forum for \$12.56 per column inch, for Moorhead Technical Institute and Adult Education, effective April 1, 1988. Motion carried.

LOCKER REPLACEMENT - Dick Jones, Principal at Middle School South Campus, discussed preliminary plans for locker replacement utilizing available used lockers from Fargo YMCA, which would include utilization of \$1,300.00 fund balance in current building capital outlay budget supplemented by funding from community organizations.

Alexander moved, seconded by Hulett, to approve the recommendation as stated. Motion carried by majority vote.

SCHOOL BUS ROUTING HARDWARE/SOFTWARE - Dan Bacon, Transportation Director, reviewed the school bus routing software and associated hardware needs that were presented at the February 23 meeting.

Fagerlie moved, seconded by Alexander, to approve the purchase of the software and associated hardware needs for school bus routing. Motion carried.

FEDERAL ASBESTOS INSPECTION - Alexander moved, seconded by Lund, to approve Midwest Asbestos Consultants Inc., to develop the AHERA Management Plan and provide training at a cost not to exceed \$23,000.00, which will be part of the dedicated hazardous levy in capital outlay. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
March 8, 1988
Page Three

VENDING SERVICES - Lacher reviewed the vending operation bid, use of revenues, operating costs, locations of machines and the need for compliance with State directives.

The Board received the following information:

- ° Report of The State Auditor of Minnesota
- ° Legal Opinion of the law office of Knutson, Flynn & Hetland
- ° List of extra-curricular student activities
- ° National School Lunch Program and School Breakfast Program Competitive Foods Rule
- ° Manual of Instruction For Uniform Student Activities Accounting For Minnesota School Districts And Area Vocational-Technical Institutes
- ° Estimated revenues produced by soda and juice vending operations in the school district

Alexander moved, seconded by Seigel, to award the vending machine bid to Pepsi-Cola, Coca-Cola, F-M Vending and F-M Jobbing with a directive to the administration to collect data on attitudes of students, staff and parents on how they feel about the vending of non-nutritive products in the schools.

Alexander withdrew his motion and Seigel withdrew her second.

Alexander moved, seconded by Seigel, to amend the motion and moved to suspend any action on vending machines until the the May 10 meeting. Motion carried by majority vote.

CONTRACTS FOR ENGLISH LANGUAGE TRAINING PROGRAMS - Hulett moved, seconded by Hastad, to approve the proposals with the Minnesota Department of Human Services for the following programs that would run from July 1, 1988 through June 30, 1989:

° \$17,000.00 for the English Language Training program for refugee adults

° \$2,000.00 for special services for refugee youth in Moorhead

Motion carried.

PERSONNEL - Hastad moved, seconded by Lund, to approve the following personnel changes:

New Employees

Joy Nesvig - EMH-WEH Coordinator, Senior High, effective February 25, 1988, BA (4) \$7,390.96 (\$19,495)

Jan Boyle - Marketing Secretary, Moorhead Technical Institute, \$6.70 per hour, effective February 29, 1988

Nancy Burd - Adult Education Secretary, Moorhead Technical Institute, 12 months, \$6.70 per hour, effective March 1, 1988

Lois Hogenson - Multi-Handicapped Aide, Senior High, effective February 29, 1988, \$6.70 per hour, \$3,236.10

Regular Meeting
Board of Education
Independent School District #152
March 8, 1988
Page Four

PERSONNEL - (continued)

Retirement

Lorraine Bundy - Social Studies Teacher, South Campus, effective June 3, 1988
Thelma Kotte - Head Cook, Edison, effective at the end of the 1987-88 school year

Maternity Leave

Sheila Waclawik - Secretary, Adult Education, from April 4 through April 18

Change of Assignment

Jeanette Grinde - EC:SE Aide, Riverside, from Multi-Handicapped Aide, Senior High, effective February 29, 1988

Motion carried.

SUMMER SCHOOL - Jernberg reviewed proposals for 1988 Summer School with the Board.

Alexander moved, seconded by Hastad, to approve the Summer School Program which will consist of developmental programs for students in assurance of mastery, students who have failed specific courses, special education, and summer music. Motion carried.

STUDENT ACTIVITY FEE POLICY (Code: IGDE) - This policy has been approved by the Policy Review Committee and updated. It will be brought to the Board for approval at the March 22 meeting.

CRISIS INTERVENTION POLICY (Code: JHB-A) - Jernberg reviewed this policy which has been approved by the Policy Review Committee and updated. It will be brought to the Board for approval at the March 22 meeting.

ACCEPTANCE OF GIFTS - As part of the consent agenda, the Board accepted the following donations and directed letters of thanks be sent:

°Veterans of Foreign Wars	- \$800.00
°American Legion Post No. 21	- \$800.00
°Anonymous	- \$350.00

INVESTMENTS OF TAX ANTICIPATION REVENUES - Lund moved, seconded by Alexander, to approve the investments of February 16, 17, and to borrow needed cash from Norwest Bank at (1%) over the investment of the CD of which the rate was (6.70%). Motion carried.

MANAGEMENT PLAN FOR 1988-90 - This item was postponed until the March 22 meeting.

Regular Meeting
Board of Education
Independent School District #152
March 8, 1988
Page Five

FOR YOUR INFORMATION

1. State's Progress in Public Education Slows Down - Jernberg reviewed an article in USA TODAY that showed comparisons by states in teachers' salaries, ACT/SAT scores, spending per student, and high school dropout rates.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Committee Reports
°Calendar - Lund reported on the last meeting and reviewed the differences in the two tentative 1988-89 calendars given to the Board. Jernberg discussed alternatives the committee was reviewing regarding 1989-90 calendar including the lengthening of the school day and reducing the number of days.

ADJOURNMENT - Lund moved, seconded by Alexander, to adjourn the meeting. Motion carried.

Anton Hastad, Clerk

Regular Meeting
Board of Education
Independent School District #152
March 22, 1988

Members Present: Douglas Fagerlie, Allen Lund, A. C. (Curt) Borgen, Jeanne Seigel, Michael Hulett, Wayne Alexander, Anton Hastad and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding Title IX Settlement.

CONSENT AGENDA - Lund moved, seconded by Hulett, to approve Appointment of Dentists as Non-Paid Staff - MTI, Contribution, Summer Migrant Education Program and Claims on the consent agenda.

BID AWARD - Hulett moved, seconded by Fagerlie, to award the bid for a copy machine at Moorhead Technical Institute, meeting specifications, to Reardon Office Equipment for \$9,095.90 and rejected the bids for small copiers. Motion carried.

FARM BUSINESS MANAGEMENT PROGRAM EXPANSION - Borgen moved, seconded by Hastad, to approve the expansion of the Farm Business Management Program at Moorhead Technical Institute. Motion carried.

APPOINTMENT OF DENTISTS AS NON-PAID STAFF - As part of the consent agenda, the Board approved the following dental practitioners for the dental assistant internship program:

Dr. Jon Anderson	- Fargo, ND
Dr. Tom Anderson	- Moorhead, MN
Dr. Wayne Christianson	- Moorhead, MN
Dr. William Congdon	- Bismarck, ND
Dr. Jay Erickson	- Fargo, ND
Dr. Thomas Fellman	- Fargo, ND
Dr. Chris Hieb	- West Fargo, ND
Dr. Mike Joyce	- Fargo, ND
Dr. William Larson	- Dilworth, MN
Dr. Chuck Klemz	- Fargo, ND
Dr. Allen Rostad	- Barnesville, MN
VA Dental Clinic:	- Fargo, ND
° Dr. Brad Kasson	
° Dr. LeRoy Hagen	
° Dr. Patricia Arola	
Dr. John Volkerding	- Fargo, ND
Dr. David Dobmeier	- West Fargo, ND

CONTRIBUTION - As part of the consent agenda, the Board accepted the donation of \$20.00 from Lawrence Menzel, Manager of K-Mart, 2301 University Drive, Fargo, to the Moorhead Literacy Project for publicity materials.

Regular Meeting
Board of Education
Independent School District #152
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Page Two

STUDENT ACTIVITY POLICY - The Board discussed the deletion of Knowledge Bowl, Math Track Meet and Academic Decathalon from the policy.

Hulett moved, seconded by Borgen, to approve the Student Activity Fee Policy (Code: IGDE) as presented. Motion carried by majority vote.

CRISIS INTERVENTION POLICY - Fagerlie moved, seconded by Alexander, to approve the Crisis Intervention Policy (Code: JHB-A) as presented. Motion carried.

MANAGEMENT PLAN - Trochlil reviewed the objectives for development of the 1988-90 Management Plan and requested Board members to identify their highest priorities for the next two years.

Betty Myers, North Campus Principal, reviewed preliminary results of a survey sent to parents of 4th graders regarding their choice of placement of their children at North Campus or Washington next year and indicated she will have a complete report on April 12. Discussion was also held on a name change for North Campus.

ASBESTOS ABATEMENT SENIOR HIGH - Discussion was held on the increase of costs for needed asbestos work at the Senior High School.

The Board agreed to approve the estimate for work to be accomplished in the summer of 1988 for \$2,580,540 and the rest of the work to be accomplished in the summer of 1989.

ARCHITECTS - Discussion was held on the selection of architects for school district work. Trochlil will prepare a policy on architect selection.

CAPITAL OUTLAY - Jernberg reviewed the 5th draft of the capital outlay budget for 1988-89 with the Board.

SPECIAL MEETING - Borgen moved, seconded by Lund, to hold a special meeting on Tuesday, April 5, at 5:30 p.m., with members of the Boundary Committee and the Sports Center Expansion Task Force, to explore district alternatives as to space needs.

PERSONNEL - Borgen moved, seconded by Hulett, to approve the following personnel changes:

New Employees

Melisa Ericksmoen - Shop Assistant, Moorhead Technical Institute, effective March 8, 1988, \$6.70 per hour

Mary Anstadt - EMH Aide, Washington, 3.5 hours daily at \$6.70 per hour, effective March 28, 1988

Regular Meeting
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Page Three

PERSONNEL - (continued)

Leave of Absence

Tom Hall - Education Leave from April 5 to the end of the
1987-88 school year

Resignation

Mary Shimabukuro - Science teacher, Senior High, effective at
the end of the 1987-88 school year

Summer School

Howard Murray - Director of Summer School, \$2,200.00

Darrel Tomlinson - Ass't. Director of Summer School - \$600.00
(Darrel Tomlinson will also have one teaching period without
students for administrative duties)

Motion carried by majority vote.

SUMMER MIGRANT EDUCATION PROGRAM - As part of the consent agenda,
the Board accepted the ECIA Chapter I Migrant Project Summer
Program in the amount of \$131,800.89 to provide summer migrant
school at Thomas Edison Elementary School with Jim Nigg to con-
tinue as director of the program.

CLAIMS - As part of the consent agenda, the Board approved
issuing financial aid grant checks to Moorhead Technical
Institute students for spring quarter.

FOR YOUR INFORMATION - Spring Election Dates

Saturday, April 2	- First day to apply for absentee ballots
Monday, April 4	- First day to file for office
Tuesday, April 19	- Last day to file for office
Monday, May 2	- Last day to set election precinct boundaries, polling places and appoint election judges
Saturday, May 7	- Last day to post notice of election
Tuesday, May 10	- Last day to publish notice of election
Monday, May 16	- Last day to apply for absentee ballots
Tuesday, May 17	- Spring election day

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Committee Reports

°Calendar - The Calendar Committee has narrowed the choices
down to two each for 1988-89 and 1989-90. Fagerlie and Lund
reviewed these options with the Board.

Regular Meeting
Board of Education
Independent School District #152
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Page Four

1. Committee Reports - Calendar (continued)

Jim Westra, committee member, reviewed the 1989-90 preferred option with the Board. It is a departure from the traditional calendar, with students in attendance 166 days and school ending May 22. The Board asked the committee to check with Fergus Falls and Detroit Lakes, who have similar calendars, on it's merit, and bring the issue back at the April 12 meeting.

2. Title IX Settlement - Borgen moved, seconded by Hulett, to approve the following settlement for Robin Oestreich, Title IX Coordinator: 1986-87 - \$733.00 increase; 1987-88 - \$601.00 increase. Motion carried by majority vote.

ADJOURNMENT - The Board adjourned the meeting.

Anton Hastad, Clerk

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION DISCONTINUING AND REDUCING
EDUCATIONAL PROGRAMS AND POSITIONS

WHEREAS, the School Board of Independent School District #152 at a Board meeting held February 23, 1988 directed the administration to make recommendations for staff reduction in programs and positions due to decreasing enrollment and/or financial condition of the School district, and

WHEREAS, the administration has prepared a recommendation,

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

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

<u>Secondary</u>	.6	English
	.6	Social Studies
	.2	Industrial Arts
	.4	Home Economics
	1.0	Physical Education & Health
<u>Moorhead Technical Institute</u>	1.0	Electronics
	1.0	Automotive
	1.0	Deisel

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

Thereupon said resolution was declared duly passed and adopted.

CHAPTER I (Title I) - DETENTION CENTER

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

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

NOW, THEREFORE, BE IT RESOLVED, that School District #152 apply for financial assistance available under E.S.E.A. Title I as amended (P.L. 97-35, Title V, Subtitle D, Chapter I), and that Dr. Bennett Trochlil, Superintendent of Schools, be named as the Local Agency Representative and be directed to execute and file application(s) for and in behalf of the School District in all activities related to E.S.E.A. Title I as amended (P.L. 97-35, Title V, Subtitle D, Chapter I) for the school year 1988-89.

Clerk

Date

CHAPTER I (TITLE I) RESOLUTION

1988-89

Reading and Math

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

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

NOW, THEREFORE, BE IT RESOLVED, that School District #152 apply for financial assistance available under E.S.E.A. Title I as amended (P.L. 97-35, Title V, Subtitle D, Chapter I), and that Dr. Bennett Trochlil, Superintendent of Schools, be named as the Local Agency Representative and be directed to execute and file application(s) for and in behalf of the School District and otherwise act as authorized representative of the School District in all activities related to E.S.E.A., Title I, as amended (P.L. 97-35, Title V, Subtitle D, Chapter I) for the school year 1988-89.

Clerk

Date

Signatures on this contract attest specifically to the completion of an IEP for the handicapped which has been approved by the parents and the contracting schools. The IEP is available to both parties and to the parents.

That first party will be responsible for arranging for participation of first party personnel in IEP planning meetings and for maintaining contact with second party and parents during the year.

Section 2

I. COSTS NOT ALLOWABLE:

Medical costs; individual nursing care; drugs and medication; individual equipment such as hearing aids, eye glasses, prostheses, wheelchairs, crutches, staff inservice; staff travel; staff education and training; staff libraries; staff audiovisual supplies.

II. ALLOWABLE COSTS PER CHILD: (To be completed by receiving school)

SCHOOL YEAR
COSTS FOR THIS
STUDENT (9 MO. ONLY)

A. Board and Room Costs:

\$ _____

Nursing Service
Child Care
Central Services/Supplies
Dietary Service
Plant Operation
Building Maintenance & Grounds
Housekeeping
Laundry and Linen
Depreciation
Insurance

(Program costs, i.e., physical therapy, occupational therapy, provided in a residential setting should be included under Part C, Related Services).

B. Education:

Total of B 11,455.74

Salaries & Employee Benefits
(teacher, principal, superintendent)
Supplies
Local School Board Costs

Educable Mentally Handicapped 2,953.91
Hearing Impaired 7,342.54
Administration 18.45
General Costs 1,140.84

C. Related Services:

Total of C 7,113.32

Speech Therapy \$ 416.74
Physical Therapy _____
Occupational Therapy _____
Other (vocational) 96.09

(plus interpreter time at actual cost to be billed
by semesters.)

Summary of Costs:

Interpreter = \$6,600.49

Total school year cost (9 months) to be paid to Receiving
School by the School District of Residence

Total \$18,569.06

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM FEBRUARY 5, 1988 TO APRIL 6, 1988

INVEST NO.	DATE	AMOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST (NET)	BANK OR S&L	BROKER
424	03-09-88	99000	12-23-88	7.65	6080	AMERICAN S & L	WITT FINANCIAL
425	03-09-88	99000	12-23-88	7.50	5879	ALLIANCE BANK	WITT FINANCIAL
426	03-31-88	99000	01-11-89	7.75	6012	NORTH AMERICA S & L	PEAK FINANCIAL
427	03-31-88	99000	09-30-88	7.75 *	3661	FOUNDERS S & L	HIGH YIELD
428	03-31-88	99000	09-30-88	7.75 *	3661	CENTRAL BANK OF PUEBLO	HIGH YIELD
429	03-31-88	99000	01-11-89	7.85	6089	UNITED SAVINGS	direct

* FEE OF .25% PAID

TOTAL

31382

TRANSFERS TO/FROM TRUST ACCOUNT
FROM FEBRUARY 5, 1988 TO APRIL 6, 1988

DATE	Transfers from checking TO TRUST	Transfers FROM TRUST to checking
02-12-88	\$	\$ 100,000
02-18-88	700,000	
02-29-88		200,000
03-04-88		500,000
03-11-88		300,000
03-15-88	250,000	
03-18-88	1,000,000	
03-31-88		700,000

WEST CENTRAL EDUCATIONAL COOPERATIVE SERVICE UNIT

~~March 29, 1988~~ELECTION

3 year term July 1, 1988 - June 30, 1991

Members whose terms are ending:

Carmen Marvel - Audubon

Carole Severson - Brandon

Roger Weisel - Glenwood

March 29, 1988	Nomination notices with petitions sent to school districts
April 14, 1988	Canvassing Board appointed
May 23, 1988	Nomination papers returned (Nomination shall be by petition signed by majority of board members; shall identify the candidate and district; <u>RESUME</u> of candidate's background and experiences)
May 27, 1988	Ballots and resumes sent to each school board. (These are sent to the board through the superintendent)
June 1, 1988	Election held (Election should occur after third Tuesday in May, but not later than June 15.)
June 23, 1988	Ballots returned
June 27, 1988	Canvassing board will count ballots
June 28, 1988	Results will be announced and sent to all member boards and elected members will be notified.
July 1, 1988	Elected members' terms begin
July 14, 1988	Board of Directors' organizational meeting



THE MAJOR ELEMENTS OF CHANGE: BY DANIEL BURRUS © 1987

- 1 **GENETIC ENGINEERING** All living organisms are made up of cells and in those cells are genes which have a readable code defining all aspects of the plant or animal. Genetic engineering or recombinant DNA technology is the mapping, restructuring, and remodeling of the gene code to eliminate or enhance a specific trait.
- 2 **ADVANCED BIOCHEMISTRY** Using genetic engineering techniques, biochemists are creating new drugs such as Interleukin-2 to fight diseases such as cancer. Biochemists are trying to ease the farmers' dependency on traditional chemical insecticides. One method is by creating targeted viral insecticides; another is by utilizing animal instincts, in this case, insects are used to attack other insects.
- 3 **BIOELECTRONICS** All animals have an electronic system within their bodies. Scientists are discovering the bioelectronic wavelengths needed to stimulate different nerves and glands. For example, bioelectronics is currently being used in humans to stimulate the regrowing of severed bones and as an alternative to addictive pain killers.
- 4 **COMPUTERS** Computers are electronic calculating machines that can process information and follow programmed instructions. This element covers all related hardware and systems such as personal computers, supercomputers, micro and minicomputers.
- 5 **ARTIFICIAL INTELLIGENCE** AI is the capability of a computer to perform functions that are normally attributed to human intelligence, such as learning, adapting, recognizing, classifying, reasoning, self-correction, and improvement. Artificial intelligence is currently appearing in the form of expert systems, voice recognition, image processing, and user-friendly software.
- 6 **PARALLEL PROCESSING** An advanced computer processing technique that allows a computer or a large number of processors to simultaneously attack a problem. Parallel processing will reduce the time required to retrieve and store data and will increase the complexity of the commercial and scientific tasks that computers handle.
- 7 **ROBOTICS** A robot is a computer-controlled machine which can be programmed to do a wide variety of tasks. They are currently used primarily for repetitive, dirty, and dangerous tasks, or tasks that require a high level of precision.
- 8 **MICROMECHANICS** Micromechanics involves the designing and building of tiny mechanisms such as valves, accelerometers, pressure and force sensors. The micromachines can be etched in batches on silicon wafers and then sliced into separate chips. They can then be linked up with microelectronic circuits and used for monitoring pollution, to aid medical research, to give robots a sense of touch, and much more.
- 9 **LASERS** The word laser stands for Light Amplification by Stimulated Emission of Radiation. Laser light covers a narrow range of wavelengths, tends to be coherent, and is emitted in a narrow directional beam of high intensity. Laser devices can range in size from that of a pinhead to the size of a football field. Their light ranges from invisible ultraviolet and infrared through all colors of the rainbow.
- 10 **FIBEROPTICS** Fiberoptics is a digital highway in which photons, particles of light, travel. An optical fiber is a hair-thin strand of glass composed of silicon and other materials with a light transmitting core and a layer of material that will keep the light from straying. When used for communications they can carry four signals at once - telephone, television, radio, and computer data.

- 11 DIGITAL ELECTRONICS** Digital devices translate signals into the 0's and 1's that computers can understand. The original signal is sampled instant-by-instant and converted to a numerical map and sent to a receiver. Digital signal processing chips process the digits and reconstruct them as an accurate map of the original signal. Traditional electronic devices as well as magnetic and optical devices can use digital techniques.
- 12 OPTICAL STORAGE DEVICES** Optical memory systems use lasers to read information which is in digital form. Examples include optical disks, bar code readers, and soft strips. Optical disks can randomly access information at high speeds. The disks can contain audio, video, and computer data at the same time.
- 13 MICROWAVES** Microwaves are a type of short radio wave which can be used for sending digital information. They can also be used to heat objects by creating molecular movement inside the object.
- 14 HYDROGEN FUEL** Hydrogen is currently used industrially as a chemical feedstock for many manufacturing processes. Hydrogen is a better fuel than gasoline. Pollution free, it turns back into water when it is burned. It also packs more energy per pound than any fuel. New breakthroughs in the production of hydrogen will make this an attractive fuel in the near future.
- 15 SUPERCONDUCTORS** Superconductors are materials that carry electricity without any loss of energy. Currently 10% of transmitted electricity is lost due to resistance. Applications will range from superconducting magnetic energy storage, advanced magnetic imaging machines, small and efficient electric motors, faster computer circuits, cables to transmit electricity, to magnetically levitated trains.
- 16 SATELLITES** As more satellites with diverse uses are put into orbit by more and more countries, they will play an ever increasing role in worldwide government and business communications as well as in studying, mapping, and surveying the earth. Landstat is, for example, being used for oil and mineral exploration. Navestar will be used to determine exact locations of all forms of transportation on the planet. Surveillance will continue to play a big role for satellites.
- 17 MOLECULAR DESIGNING** Scientists can decide what properties they want a material to have and then, using computer graphics and modeling programs, custom design the molecules enabling them to create the new material. The first products to move out of the lab are tailor-made enzymes for industry.
- 18 HIGH PERFORMANCE POLYMERS** By rearranging loops and chains of carbon, oxygen, hydrogen, and nitrogen, chemists are producing polymers that can conduct electricity, dissolve in sunlight, carry light waves, and function as moving parts in automobiles. Polymers are complex chemical structures that can be adapted to many uses and combined with reinforcing substances. Mixed-media polymers can be used for airplane propellers, running shoes, compact disks, low-friction ball bearings, and much more.
- 19 ADVANCED CERAMICS** Any substance except carbon-based materials can be used when making ceramics. Ceramics are hard, chemically inert, and resistant to corrosion, wear, and high temperatures. Most ceramics are electrical insulators and are transparent to most forms of electromagnetic radiation. Some uses include abrasives for cutting tools, heat shields, engine components, artificial bone implants, and much more.
- 20 FIBER-REINFORCED COMPOSITES** Composites are materials such as ceramics and plastics that have been reinforced with synthetic fibers and carbon filaments. Composites are beginning to replace some automobile and airplane parts because they are lightweight, resist corrosion, and are often stronger than steel.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

9. m9. 805
online
4.26.88

Notice is hereby given that a regular meeting of the Moorhead Board of Education will be held on April 26, 1988 at 7:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil

Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie	Allen Lund
Jeanne Seigel	Anton Hastad
Michael Hulett	Wayne Alexander
A. C. (Curt) Borgen	Bennett Trochlil

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent

*IV. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

V. COMMUNICATIONS

VI. OPPORTUNITY FOR CITIZENS TO SPEAK

VII. "WE ARE PROUD"

1. The following orchestra students received excellent or superior ratings at the District Solo & Ensemble contest held in Fergus Falls: Cindy Chang-Yit, Jonathon Blackwell, Dan Charon, Sara Deist, Jenni Eia, Terri Elofson, Jo Marie Fike, Kathy Gregerson, Jenny Olson, Heather Sexton, Ann Tandy, Chad Weber, Gil Woods, Conni Sorenson, Chrissy Peloubet, Scott Jacobson, Pat Fike, Jenni Stenberg, Heather Leoffler, Wendy Larson, Andrew Belzer, Lisa Kaste, Chris Mather, Donovan DeJong, Jenny Bresnee, Stacey Argent, Amy Tuck & Stephanie Fergle.

"WE ARE PROUD" (continued)

2. Heather Peterson, a fourth grade student at Probstfield Elementary, took 2nd place at the divisional Inventor's Fair in Brainerd. Heather will present her invention at the Board meeting.
3. The following students received excellent or superior ratings at the vocal solo-ensemble festival: Jenny Tuck, Gilbert Woods, Angie Nolte, Anne-Christin Ott, Holly Johnson, Marie Svir, Molly Molick, Cindy Fevig, Kathy Fillmore, Todd Grow, Andrew Byrnes, Mariya Erickson & Amy Felland.
4. The Moorhead High School Choir, Orchestra, and Band all received "SUPERIOR" ratings in competition held yesterday in Thief River Falls.
5. Ruth Suppes and Mary Johnson, Probstfield, along with Dave Kohl, McKinley, taught a graduate credit workshop at E.C.S.U., Fergus Falls, on March 25 and 26, called "Inventing, Economics, and Entrepreneurship".
6. Winners at the Invention Convention on March 29 were: Probstfield Grade 5 - 1st place: Rhet Fiskness - Automatic Crossbow Feeder; 2nd place: Jason Williams, Greg Swanson and James Ford - Book Stopper; tied for 3rd place: Lisa McWilliams and Amanda McDonald - Mathopoly; Lisa Anderson and John Aaker - Wheelchair Bowler.

One hundred thirty inventions from K-8, Fargo Parochial, Fargo Public, Moorhead Public, and West Fargo Public Schools entered the event at Moorhead Senior High.
7. Middle School South Project - "Moorhead Youth Reaching Out To Help Others", raised \$600.00 for the F-M Food Pantry.
8. The Shrine Circus Coloring Posters have all been judged. Of over 20,000 posters received, Moorhead has three winners: 2nd grade division - 1st place - Lindsey Johnson (Edison); 3rd grade division - 1st place - Kevin Krach (Edison); and, 4th grade grade division - 2nd place - Corali Carlson (Washington).
9. Judy Christoffersen - North Campus and Grace Holland - Senior High have been nominated for YMCA 1988 Woman of the Year honors. The Annual Woman of the Year Banquet will be held April 21.
10. Bev Bjork served on the North Central Evaluation Team at Jefferson Elementary in Fargo on April 12 & 13.
11. Fran Laske served on the North Central Evaluation Team for Media Services in Richfield, on April 18 & 19.

VIII. MOORHEAD TECHNICAL INSTITUTE AGENDA

A. UNFINISHED BUSINESS

1. Review New Construction (Trochlil) Appendix A
Project

Explanation: Refer to Appendix A-1

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

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. Consider Nominations for (Trochlil) Appendix B
West Central Board of
Directors

Explanation: Nominations are in order for a School Board member to run for the position. Bylaws state that a school board must pass a resolution. The nominations must occur no later than our May 10 meeting.

Recommendation: None - School Board decision

2. Consider District-Wide (Trochlil) Appendix C
Survey

Explanation: One of the objectives for this school year was to survey (identical to last year) a cross section of stakeholders, not only city constituents.

Wayne Alexander did this at no cost to the school district.

The legality of the contracting with a board member states that it will need unanimous approval of the Board at a meeting.

The approximate cost of this survey is \$4,120.00.

Recommendation: Move to proceed to conduct the survey.

3. Personnel

(Bergen)

Appendix DEarly Retirement

Jean Anderson - 3rd grade teacher - Probstfield, effective at the end of the 1987-88 school year

Merle Taylor - custodian - Probstfield, effective June 30, 1988

Resignation

Linda Blazek - Special Education secretary, Senior High, effective June 3, 1988

New Employee

Lynn Kovash - SLD/EBD, St. Ansgar Hospital, effective April 25, 1988 for the remainder of the year, BA (0) .714 time, \$2,217.92 (\$19,495 base)

Recommendation: Move to approve the personnel changes as shown.

4. Consider School Board
Annual Election

(Trochlil)

Appendix E

Explanation: Appendix E-1 is the required resolution for the school board annual election.

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

*5. Consider Band Trip

(Jernberg)

Appendix F

Explanation: The Moorhead High School Band will be traveling to Toronto, Canada, May 2 - 9. Appendix F-1 contains information regarding the trip.

Recommendation: Move to approve the band travel to Toronto, Canada as presented.

*6. Donations to School Patrol

(Jernberg)

Appendix G

Explanation: We have received the following gifts for School Patrol members to attend a Minnesota Twins game:

Moorhead V.F.W.	-	\$1,500.00
Moorhead American Legion	-	1,000.00
Clay County Safety Council	-	300.00
Auto Club Trust Fund	-	350.00
Moorhead Optimists	-	300.00
Dilworth American Legion	-	25.00
Edison P.T.O.	-	250.00
Riverside P.T.O.	-	250.00
Washington P.T.O.	-	250.00

Recommendation: Move to approve the gifts for School Patrol members to attend a Minnesota Twins Game as shown above and direct letters of thanks be sent.

*7. Consider Donations to
Summer Camp

(Swedberg)

Appendix H

Explanation: Donations have been received from the Mid Day Lions Club (\$100.00) and the VFW Post (\$25.00) to be used toward tuition payments. The tuition is for students attending summer camps for the handicapped at Camp Buckskin and the Elks Camp Grassick.

Recommendation: Move to approve the donations and direct a letter of thanks be sent.

*8. Consider Donation to
South Campus

(Jernberg)

Appendix I

Explanation: A donation of \$700.00 has been received from the Veterans of Foreign Wars to assist in the purchase of lockers for South Campus physical education and athletics.

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

*9. Consider Exterior
Entrances - Senior High

(Lacher)

Appendix J

Explanation: Appendix J-1 is the description of the change order.

Recommendation: Move to approve change order #1 for \$2,095.00.

*10. Consider Change Order for
North Campus Remodeling

(Lacher)

Appendix K

Explantion: Appendix K-1 is the description of the change order.

The \$4,460.00 for item #2 will be financed through the building capital outlay revenues for 1988-89 and 1989-90.

Recommendation: Move to approve change order #G-1 for \$5,835.00

*11. Consider Outstanding Checks (Lacher)

Appendix L

Explanation: Approval is requested to write off old outstanding checks which have not been cashed by the payees. If any of these checks are presented for payment, new checks will be issued.

<u>Account</u>	<u># of check</u>	<u>Total</u>
General Account	4	\$ 26.48
Payroll	7	193.19
Activity	2	26.00
Travel	3	111.20
Special Imprest Cash	7	178.75

In addition, approval is requested to write off eight uncollectable checks totalling \$108.75 and turn them over to Red River Collections for collection.

Details are available in the business office.

Recommendation: Move to approve write offs as listed above.

*12. Consider A.V. Equipment Bid (Lacher)

Appendix M

Explanation: The bids for A. V. equipment were opened on March 21, 1988. The low bids are as follows:

<u>Vendors</u>	
EPA Audio Visual	\$15,101.94
Pratt Audio Visual & Video	7,431.00
Video Service of America	2,496.00
Astro	802.25
Audio Visual Wholesalers	425.04
S/S Electronics	85.50
	<u>\$26,341.73</u>

Recommendation: Move to approve bids as listed.

*13. Consider Literacy
Grant Application

(Swedberg)

Appendix N

Explanation: The Community Education Department is submitting a proposal in cooperation with the Moorhead Public Library to the Fargo/Moorhead Area Foundation for \$7,210.00. It is a request to establish a computer lab to assist adult learners in reading, spelling and phonics. The lab would be located at the Moorhead Public Library and would offer adults an opportunity to work at their own pace.

Recommendation: Move to approve the submission of a proposal to the Fargo/Moorhead Area Foundation for \$7,210.00.

Explanation: The aides bargaining unit has requested that their name be changed from "Aides" to "Paraprofessionals".

Recommendation: Move to approve the name change.

X. FOR YOUR INFORMATION

Appendix Z

1. Transportation Committee Report - Dan Bacon
2. MTI Accreditation - Moorhead Technical Institute has been reaccruited by the North Central Association of Colleges and Schools for the 1987-88 school year.
3. MTI New Program Proposals - On April 13, 1988, Keith Togstad, Harriet Tufte, Gary Ellingson and Nate Johnson spent three hours with state staff promoting five potential new programs for MTI. Those five were:
 - °Telecommunications Technician
 - °Personnel Assistant
 - °Electronic Engineering Technician
 - °Optical Technology
 - °Chiropractic Assistant

Appendix Z-3 is a brief descriptions of those program proposals. There were 78 new program proposals from the various, technical institutes. MTI will know by mid-May if any of these new programs have been approved.

4. MTI Estimated Economic Impact - As a presentor at the Leadership Moorhead meeting Nate Johnson handed out the attached sheet indicating our estimate of Moorhead Technical Institute's economic impact on the local economy (Appendix Z-4).

Also handed out at that meeting was a three-year comparison of placement statistics (Appendix Z-4a).

5. Foundation - In the development of the partnership goal statement, the formulation of a foundation has been identified. Appendix Z-5 is the Crookston, Minnesota model. It is an observation, people do not necessarily understand the principles of a foundation.
6. Futures Article - (Appendix Z-6)

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Policy Review	Monday, Apr. 25	7:00 p.m.	Townsite
MEEP Teams (all buildings)	Thursday & Friday Apr. 28 & 29		Brainerd
Special School Board Meeting	Monday, May 2	5:15 p.m.	Townsite
Joint Powers	Thursday, May 5	7:00 a.m.	City Hall
Unrequested Leave Hearing (tentative)	Friday, May 6	1:30 p.m.	Townsite
Mothers Day	Sunday, May 8	All Day	
SRI Perceiver Training	Week of May 9		
Honors Banquet	Monday, May 9	6:30 p.m.	Concordia
Candidates Public Forum Meeting	Tuesday, May 10	6:30 p.m.	Townsite
MEA Banquet	Thursday, May 12	6:00-Reception 6:45-Dinner	Concordia
PER	Thursday, May 19	7:00 a.m.	Townsite
Baccalaureate	Sunday, May 22	7:00 p.m.	High School Auditorium
Athletic Awards	Monday, May 23	7:00 p.m.	High School Auditorium
Graduation	Sunday, June 5	2:00 p.m.	Concordia
MSBA Seminar (Issues in Child Abuse & Sexual Harassment)	Thursday, May 26	3:30-5:30 p.m.	Detroit Lakes
<u>Retirement Teas:</u>			
Nancy Barlow	Monday, May 2	4:00-6:00 p.m.	Days Inn (old Ramada)
Harlan Hatfield	Monday, May 2	4:00-6:00 p.m.	Days Inn
Claudine Schneider	Monday, May 2	4:00-6:00 p.m.	Days Inn
Bernice Stensgaard	Thursday, May 5	3:00-5:00 p.m.	Senior High
Lorraine Bundy	Wednesday, May 11	3:30-5:00 p.m.	South Campus
Thelma Kotte	Wednesday, May 11	3:00-5:00 p.m.	Edison
Mary Lucille Gade	Thursday, May 12	3:30-5:00 p.m.	Washington
Lois Seifert	Monday, May 16	3:00-5:00 p.m.	North Campus

MEMO TO: Dr. Trochlil and Board of Education
FROM: Nate Johnson *Nate Johnson*
DATE: April 20, 1988
SUBJECT: New Construction Proposal

As you are aware the 1987 legislature approved a construction project for Moorhead Technical Institute for approximately 11,000 square feet. Sometime after July 1, 1988 we will receive design money for this project and construction should begin about a year from now. We have over the course of this year involved about 35 people in the preliminary discussion of this project. Three sub-committees were formed to give input to the Building Utilization Committee. The chairs for these three committees were Rose Andersen - child care, Roger Oie - student services, and Nate Johnson - library. Paul Molick chaired the Building Utilization Committee.

In early April the Building Utilization Committee made recommendations to the MTI administration. The following is our preliminary recommendation to you. If at all possible we would like to have your recommendations at the May 24, 1988 board meeting for:

1. Architect selection for this project
2. I-94 ramp design
3. Campus traffic flow pattern

Construction Proposal Recommendations

- A. We feel that the aesthetics of the south side of MTI should be preserved by providing green-space between the interchange access roads and the MTI parking lots. This may necessitate relocating some of the parking spaces that presently exist and on-street parking on 28th Avenue South.
- B. We may want to consider that an access road be constructed surrounding the MTI campus. As our patrons will be existing and entering our campus from all directions the need to have alternative routes will become more crucial.
- C. One floor plan is attached showing relocation of some existing programs and new construction.
- D. We feel that the main entrance to MTI should be located at either of two places (indicated in red on the floor plan).
- E. As a result of a new main entrance we would want to relocate our student services and adult extension (orange on the floor plan).

- F. The area shown in blue would include the present instructional resource center and the library. Relocation would affect one typing lab and the model office.
- G. New construction could take place on the north end of the west wing (colored green). This area could be used for day care, drafting, and secretarial classrooms that we would need to move.
- H. General Information:

Total Project Budget		\$517,000
State Share		439,500
Payable FY89	\$ 80,500	
Payable FY90	\$359,000	
Local Share		\$ 77,500
To be levied Fall 88.		

Designated Usage	
Student Services	3,000 sq. ft.
Library	3,000 sq. ft.
Day care	<u>5,000 sq. ft.</u>
Total	11,000 sq. ft.

1% of project costs designated for aesthetics

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

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

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

2. The annual election is hereby called and directed to be held on Tuesday, the 17th day of May, 1988, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

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

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

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

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

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

<u>Precinct and Polling Place</u>	<u>Election Judges</u>
No. 1 Georgetown Community Center	Margaret Mills Beverly Quam Margaret Paseka
No. 2 Washington School	Mary Walker Ruth Swanson Bertha Hatlen
No. 3 Townsite Centre	Elfie Hanson Irene Regan Pearl Ecklund
No. 4 Riverside School	Lois Kallander Betty Peterson Jemima Rasmussen
No. 5 Edison School	Lillian Hilgers Geraldine Schneider Lorraine Hoium
No. 6 Middle School South Campus (Junior High)	Anna Luttio Della Morlock Marge Eia
No. 7 Sabin Community Center	Thelma Paasch Ruth Evert Donna Andvik

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

8. Last day to file for office was Tuesday, April 19, no later than 5:00 p.m.

MOORHEAD HIGH SCHOOL BAND TOUR
TORONTO, CANADA

BRIEF DESCRIPTION OF PARTICULARS:

TRANSPORTATION: SCR MOTOR COACHES
3210 Fiechtner Dr. SW
Fargo

ACCOMMODATIONS: RAMADA HOTEL - DON VALLEY
Toronto, Canada

ARRANGEMENTS: TRAVEL INCORPORATED
635 Center Avenue
Moorhead (contact person - Kim)

INSURANCE: PROGRESSIVE \$5,000,000

PERFORMANCE: CANADA'S WONDERLAND
SATURDAY, MAY 7th

EDUCATIONAL: CASA-LOMA, MEDIEVAL CASTLE
McLAUGHLIN PLANETARIUM
NIAGARA FALLS
ROYAL ONTARIO MUSEUM
ONTARIO SCIENCE CENTER
C.N. TOWER

BORDER: BIRTH CERTIFICATES ON FILE

MEDICAL: CURRENT MEDICAL INFORMATION ON FILE

MSHSL: PERMISSION SLIPS ON FILE

ITINERARY: ENCLOSED

DATES: TUESDAY, MAY 3rd - SUNDAY, MAY 8th, 1988

TUES. MAY 3, 1988

Appendix F-1
Page 2 of 2

Today we leave Moorhead and begin our 1100 mile trip to the exciting city of Toronto, Ontario, Canada. Our trip will take approximately 25 hours, putting us in Toronto around 9AM on May 4th.

WED. MAY 4, 1988

Upon arrival at our hotel, The Ramada Hotel-Don Valley, we will have time for a refreshing swim in the indoor pool or sweat it out in the sauna. Our hotel is ten miles from downtown Toronto. All rooms have bath, color TV, in room movies, radio, and phone. Lunch will be served in the hotel dining room around noon. After lunch it's off to the McLaughlin Planetarium for a 45 minute show. After your trip to the stars it's time to hit the water, this time on a boat tour of the Harbour and surrounding islands which separate the Harbour from Lake Ontario. After an hour on the water, we go on to Ontario Place, better known as a WATERFRONT DELIGHT!! Take a few minutes to grab a bite at one of a dozen restaurants then explore a World War II destroyer, an astounding six story movie theatre, a star studded outdoor amphitheatre, bumper boats, waterslide and much more! After a fun filled day, it's back to the hotel.

THUR. MAY 5, 1988

Wake up early! Today we will see the worlds largest Wet n' Wild, more commonly known as Niagara Falls. Upon reaching Niagara a guide will join us and take us on a six hour tour of both Canadian and American sides of the Falls. We'll also have a surprise added feature. This will be a full, fun packed day you won't soon forget.

FRI. MAY 6, 1988

Today after breakfast we'll be going to the Royal Ontario Museum, a magnificent structure housing one of the finest natural history museums on the continent and one of the finest collections of Chinese art and archeology in the world. Two of the main galleries focus on the dinosaur collection and the Mediterranean collection. Our visit here is completed with lunch in the museums cafeteria. Our day is only half over as we continue on to the Ontario Science Center where you'll have hands on experience with many technological advances including many experiments and computer games. We'll also take in a show in the 500 seat auditorium. Our grand finale tonite is a visit to the C.N. Tower, the tallest free standing structure in the world measuring in at 553.5 meters. Our brisk elevator ride to the observation deck provides a wonderful view of Toronto. Another day complete it's back to the hotel. Remember to have everything packed and ready to go in the morning.

SAT. MAY 7, 1988

LOAD UP THE BUS!! It's hard to believe today is our final day in this exciting city but what a day it will be! Today we're going to Canada's Wonderland. This park encompasses five theme areas. There is a 150 ft. man made mountain, four roller coasters, jugglers and high divers, and dolphins and sea lions perform regularly in the various sections of the park. You will also be putting on a show of your own with a 45 minute band performance. There's plenty to do and it's bound to be a busy day. After an unforgettable day we board our bus around 9PM. DESTINATION: HOME SWEET HOME!! We should arrive in Moorhead 9PM on Sunday May 8th.

****BON JOUR!****

CHANGE ORDER

PROJECT: Senior High School Exterior Entrances
Independent School District No. 152
Moorhead, Minnesota

CHANGE ORDER NO: 1

PROJECT NO.: 8607-38
P.O. No. 29329

TO: CM of North Dakota, Inc.
P. O. Box 5611
Fargo, ND 58105

CONTRACT FOR: All Work

CONTRACT DATE: August 10, 1987

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

Please proceed with work for replacing a portion of aluminum door frame as per March 15, 1988 letter attached for an add of \$536.00.

Proceed with straightening frame and installing 1" insulated glass as per letter dated March 24, 1988 for an add of \$1,559.00.

Total add of \$2,095.00 has been approved by the representatives for Independent School District No. 152.

CONTRACT SUMMARY:

Original Contract Sum.....	\$ 36,320.00
Net change by previous Change Orders.....	\$ None
Contract Sum prior to this Change Order was.....	\$ 36,320.00
Contract Sum will be (increased) (decreased) by this Change Order.....	\$ 2,095.00
New Contract Sum including this Change Order will be.....	\$ 38,415.00
Contract Time will be (decreased) (increased) by.....	Unchanged No Days

FOSS ASSOCIATES
Architecture Engineering
& Interiors
Moorhead, Minnesota

CM of North Dakota, Inc.
Fargo, North Dakota
Contractor

Independent School Dist. #152
Moorhead, Minnesota
Owner

By Willis Felt

By Mark R. Rly

By _____

Title Project Manager

Title V.P.

Title _____

Date April 12, 1988

Date 4/18/88

Date _____

 FOSS ASSOCIATES
Architecture Engineering & Interiors

Box 306, Moorhead, Minnesota 56560
218-236-1202

CHANGE ORDER

PROJECT: North Campus Remodeling
Independent School District #152
Moorhead, Minnesota

CHANGE ORDER NO: G-1

PROJECT NO.: 8607-50

TO: KBW Associates, Inc.
800 NP Avenue
Fargo, ND 58102

CONTRACT FOR: All Work

CONTRACT DATE: February 24, 1988

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

Relocate rain leader, not included on plans and specifications, as per KBW's letter dated March 29, 1988 for an add of \$1,375.00.

Add sinks in Classrooms 3, 4, 5 and 6 as per KBW's letter dated April 14, 1988 for a total add of \$4,460.00.

The total of the above two items is \$5,835.00.

CONTRACT SUMMARY:

Original Contract Sum.....	\$195,815.00
Net change by previous Change Orders.....	\$ None
Contract Sum prior to this Change Order was.....	\$195,815.00
Contract Sum will be (increased) (decreased) by this Change Order.....	\$ 5,835.00
New Contract Sum including this Change Order will be.....	\$201,650.00
Contract Time will be (increased) (decreased) by.....	Unchanged No Days

FOSS ASSOCIATES
Architecture Engineering
& Interiors
Moorhead, Minnesota

KBW Associates, Inc.
Fargo, North Dakota
Contractor

Independent School Dist. #152
Moorhead, Minnesota
Owner

By U. Croman

By Richard Krol

By _____

Title Project Manager

Title V.P. / Treasurer

Title _____

Date April 19, 1988

Date April 19, 1988

Date _____

 FOSS ASSOCIATES
Architecture Engineering & Interiors

Box 306, Moorhead, Minnesota 56560
218-236-1202

Moorhead TI

AAS: Telecommunications Technician

110 credits

The Telecommunications Technician Program would prepare workers for employment in the telecommunications field, primarily working with manufacturing, installation, and maintenance of business telephones and systems, central office equipment, security systems, data systems, video systems, and satellite communications systems. The seven-quarter curriculum includes 32 general education credits and 78 technical credits with an emphasis on mathematics, physics, electronics, and electricity.

Moorhead TI

AAS: Personnel Assistant

106 Credits

The Personnel Assistant Program would prepare people to compile and maintain the personnel records of a business. These duties would include recording data on each employee, preparing and typing reports from employment records, and furnishing information to authorized persons. The program would include 74 technical credits and 32 general education credits.

Moorhead TI

AAS: Electronic Engineering Technician

110 Credits

The Electronic Engineering Technician program would prepare workers for employment in the electronic engineering field, primarily working with engineers in the research and development, manufacturing, installation, and maintenance of industrial control circuitry and computer systems. The seven-quarter curriculum includes 32 general education credits and 78 technical credits with an emphasis on mathematics, physics, electronics, and electricity.

Moorhead TI

Optical Technology

48 Credits

The Optical Technology Program would prepare people for employment in laboratory fabrication of lenses, dispensing and fitting glasses for patients, and repairing optical equipment and instruments. The curriculum would emphasize mathematics, physics, health, business, and computer use.

Moorhead TI

Chiropractic Assistant

48 Credits

The proposed Chiropractic Assistant Program would be a 48 credit program to prepare workers to assist chiropractors in giving personal service to patients, in addition to performing office duties. Curriculum would focus on biomedical sciences; chiropractic

ESTIMATE OF THE MTI'S IMPACT ON THE LOCAL ECONOMY
1987-88

PERSONNEL	Full-Time Positions	Part-Time Positions	Salary and Fringes	Direct Community Expenditures
Faculty/Admin.	75		\$2,977,920	
Staff	21		497,632	
Extension Faculty		175	250,000	
TOTALS	96	175	\$3,725,552	\$3,725,552
STUDENT FINANCIAL AID PROGRAMS				
Grants			\$1,069,479	
Employment			56,569	
Loans			1,468,776	
Scholarships			37,091	
			<u>\$2,631,915</u>	
Less: Direct payments to the Institute for tuition, fees, etc.			<u>406,168</u>	\$2,225,747
OPERATIONAL EXPENDITURES				
Examples: Advertising, Repairs, Printing, Contract Services, Postage, Linen, Telephone, Travel, Rents, Utilities, Gasoline, Food, Equipment, Fuel, Office Supplies, Construction & Janitorial Supplies, etc.				\$1,364,884
BUILDING CONSTRUCTION & REPAIR AND BETTERMENT				
20-year average annual expenditure: <u>\$282,891</u> x <u>65%</u>				
Expenditures in Community				\$ 183,879
STUDENT EXPENDITURES IN COMMUNITY				
Examples: Food, beverage, entertainment, housing, travel and car related costs, clothing, school supplies purchased off campus, medical, dental, laundry/dry cleaning, magazines, newspapers, cosmetics, and other miscellaneous purchases.				
<u>\$3220</u> per year x <u>433</u> FTE students				
<u>\$4758</u> per year x <u>804</u> FTE students			\$5,219,692	
Less: Amount reported under Financial Aid			<u>\$2,225,747</u>	\$2,993,945
EXPENDITURES BY PARENTS AND OTHER CAMPUS VISITORS				
Parents, vendors, job applicants, and friends; attendees at cultural entertainment, athletic events, workshops and conferences, etc.				
<u>\$210</u> per <u>1237</u> FTE students				\$ 259,770
GRAND TOTAL OF DIRECT EXPENDITURES IN LOCAL ECONOMY				\$10,753,777
Measure of Ultimate Impact on Initial Expenditure Using a Multiplier of 2.15				\$23,120,621

Moorhead Technical Institute
Leadership Moorhead Presentation
March 10, 1988

Placement Statistics

1985

Total Placement: 93%
Training Related Placement: 80%
Single Lowest Beginning Salary: \$575 a month (clerical)
Single Highest Beginning Salary: \$2,916 a month (AC/R)
Total Program Average Salary: \$940 a month

1986

Total Placement: 93%
Training Related Placement: 83%
Single Lowest Beginning Salary: \$500 a month (Chef)
Single Highest Beginning Salary: \$2,000 a month
(Carpentry)
Total Program Average Salary: \$877 a month

1987

Total Placement: 87%
Training Related Placement: 78%
Single Lowest Beginning Salary: \$580 a month (marketing)
Single Highest Beginning Salary: \$1,646 a month (Auto
mechanic)
Total Program Average Salary: \$927 a month

DISTRICT 593 EDUCATION FOUNDATION

What is the District 593 Education Foundation?

It is a non-profit corporation created by community members, board of education members and administrators to raise private funds for contributions to the Crookston School District. The aim of the foundation is to help preserve and enhance the quality of education in our community.

Why was the foundation created?

Like all public institutions, School District #593 faces increased competition for scarce financial resources. The Foundation was created to provide additional funding to meet the needs of School District #593 students that go beyond basic services.

What is the purpose of the foundation?

To generate revenue and receive gifts to maintain or enhance current educational programs and services of the Crookston School District.

What kind of relationship will the foundation have with the Board of Education?

It is a completely separate entity. It is expected that a spirit of cooperation will exist between the foundation and the 593 Board of Education.

What is the foundation's legal status?

Articles of Incorporation will be filed with the Secretary of State of Minnesota. This will be the foundation's charter document as a non-profit corporation. Bylaws will be determined by the Board of Directors. The administrative officers will be responsible for marketing locally and nationally the District 593 Foundation, develop policy and guidelines to disseminate grant monies to district programs and projects, develop procedures for proposal writing and develop a network for locating foundations that meet the needs of District written proposals.

Where does the foundation expect to get money?

It is expected that money will be received from local and national foundations, businesses, corporations, royalties and gifts, parents and community members.

How will the money be used?

Funds collected by the foundation will be used to maintain and improve the quality programs and staff development. The school foundation will provide additional financial resources to support the following programs or activities: arts, athletics and sports, student activities, staff development, human relations, field trips, gifted and talented, chemical dependency, academics, scholarships, early childhood and pilot projects.

Is my contribution tax deductible?

Yes, pending approval of our application for recognition of exemption that will be filed with the Internal Revenue Service.

Since we pay taxes, why isn't there enough for education?

Before the State of Minnesota allocates dollars for education, schools have to compete with other public programs for monies derived from income, sales, and property taxes. It is through your contribution to the District 593 Education Foundation that we can continue quality education in our school district.

How will contributions to the District 593 Education Foundation be beneficial to the property owner?

Home buyers are attracted to areas noted for outstanding schools, which has been the case in Crookston. It is important to maintain Crookston's high caliber of education which affects property values.

What is the possible long-range impact from this kind of community support?

Your contributions will continue to provide the environment in which children and adults can reach their potential. Public education in District 593 will continue to be our best investment.

How is the foundation structured?

The board of directors shall be composed of the president, vice-president, secretary and treasurer of the foundation and at least six (6) other positions for a total membership of nine (9) board of directors. Each director shall serve a term of up to three (3) years. The directors shall be elected at an annual meeting of the membership by a ballot vote for a specific term. A director may serve two (2) consecutive terms.

Present board of directors include: Bob Tjossem, President; Rod Nelson, Vice-President; Kristin Anderson, Secretary; Ed Odland, Treasurer; Gary Wagner, Director; Arlene Tucker, Director; Ralph Pester, Director; Mary Cavalier, Director; Cliff Zaffke, Director; Roger Sondrol, Ex-officio; and Richard Larson, Ex-officio.

Who will decide how funds will be disbursed?

The 593 Education Foundation board of directors will have the authority to determine how funds will be disbursed considering the wishes of donors, if specified.

Philosophy and Purpose

The primary purpose of the School Foundation is to generate revenue or gifts designed to maintain or enhance current educational programs. The School Foundation will provide additional resources to strengthen programs in math, science, the arts, foreign languages, computer science, co-curricular or any other fields. Funds could also be available for staff development, student achievement program development and capital needs. The officers of the foundation will be responsible for marketing locally and nationally the District 593 foundation, develop policy and guidelines to disseminate grant monies to district programs and projects, develop procedures for proposal writing and develop a network for locating foundations that meet the needs of District written proposals. Donations will be received from local and national foundations, businesses, corporations, royalties and gifts, parents and community members.

More specifically, gifts and donations could be used to support the following programs, or activities:

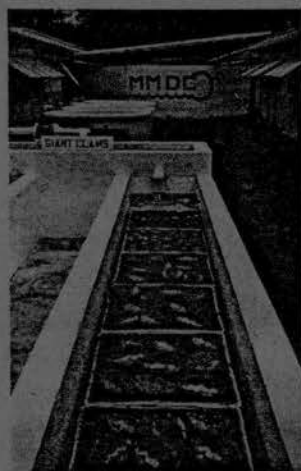
- I. Arts: to purchase equipment and supplies and to pay for personnel in order to enhance or improve generally the school program in the creative, performing or applied arts, such as music, drama, poetry, painting, sculpture and pottery.
- II. Athletics and Sports: to purchase equipment and supplies and to pay for personnel in order to enhance the athletic and sports program and to improve generally the physical activity opportunities for boys and girls.
- III. Student Activities: to provide additional learning activities of a special nature for students, such as study/travel and field trips, to give financial relief to participants, especially to pupils with limited dollar resources, and to enhance, expand and improve generally learning experiences of young people.
- IV. Staff Development: to provide additional learning experiences for District employees in order to stimulate continued professional growth, extend skills and competencies, and to maintain generally a high level of performance in meeting district program objectives.
- V. Human Relations: to provide a means by which students of Crookston Public Schools may learn about students with backgrounds differing from their own. This may include but is not limited to pupil exchanges, educational materials, guest speakers and field trips.
- VI. Field Trips: to provide additional resources for school personnel to draw upon to provide regular and

supplemental field trips.

- VII. Gifted & Talented: to provide resources for the gifted and talented programs of the Crookston Public Schools.
- VIII. Chemical Dependency: to provide a means to purchase equipment and supplies to pay for personnel in order to implement, coordinate, and enhance the development of the chemical dependency education program.
- IX. Academics: to purchase equipment and supplies and to pay for personnel in order to enhance or improve generally the school program in science, math, language arts, computer science, foreign language, social studies and physical education.
- X. Scholarships: to provide scholarships for selected graduating seniors from Crookston Central High School.
- XI. Early Childhood: to provide resources for Early Childhood and Family Education Programs sponsored by the Crookston Public Schools.
- XII. Pilot Projects: to provide funding to introduce on an experimental and trial basis new and innovative ideas, programs and activities that have the potential to improve educational programs and services.

Tomorrow in Brief

Solar Power Saves Clams



COURTESY OF ARCO SOLAR NEWS

Giant clams thrive in solar-powered mariculture project.

Solar electricity is helping save the giant clam from extinction, reports ARCO Solar News. At a demonstration mariculture project in Micronesia, solar-powered pumps circulate seawater through the clams' tanks, supplying nourishment and removing wastes. Since the clams are only active during daylight, the sun is a logical source of energy; solar-powered pumps also have no fuel costs and are virtually maintenance free. A traditional island seafood, giant clams are vulnerable to depletion by subsistence gathering and commercial harvesting. On many reefs in Micronesia, the larger of the giant clam species are already extinct. Micronesia's success with giant clams helps to dramatize the possibilities of a future maricultural civilization in the Pacific.

Computerphobes Need Not Apply

If you hope to climb the corporate ladder, you'd better be familiar with computers. Workers' computer competency is rated "important," "very important," or "vital" by 70% of personnel directors, according to a recent survey by Accountemps. Workers who "ignore the need to acquire some fundamental computer capability today are doing themselves about as much good as the people of a bygone era who dismissed adding machines and typewriters as fads and novelties," says Accountemps president Max Messmer.

Holograms Protect Videos

Hologram stickers like those used on credit cards are now being used to help fight illegal duplication and counterfeiting of videocassettes. The three-dimensional images are being placed on Disney, Touchstone, and Buena Vista videocassettes to indicate the authenticity of the product. The stickers are impossible to copy and will self-destruct if removed from a cassette box. The stickers are part of an industry-wide effort to counter video piracy, especially in international markets, says Richard Cohen, vice president of Buena Vista Home Video Worldwide.

Blurring Wrinkles

A Japanese cosmetics manufacturer has developed a new make-up that blurs wrinkles. Based on the "soft focus" theory, the new, natural-looking foundation uses pigments made up of spherical particles that diffuse light and make the skin appear blurred—in much the same way that an out-of-focus camera lens blurs an image. Other recent cosmetic innovations include: computer simulators that allow customers to see themselves in different make-ups, eyeglass frames, and hairstyles; fashion-analysis expert systems; and skin analysis by hand-held computers, used by door-to-door salespersons.



ARGONNE NATIONAL LABORATORY PHOTO

Argonne technician pours liquid nitrogen into world's first electric motor based on high-temperature superconductors.

Superconductor Motor

The world's first electrical motor based on the unique properties of high-temperature superconductors has been built by the U.S. Department of Energy's Argonne National Laboratory. The Meissner motor, though too small and weak for practical use,

demonstrates the future potential of motors made with new superconducting ceramics. The motor is based on the property of superconductors that causes them to expel lines of magnetic force.



LONDON PICTURES SERVICE

Digital compass gives sailor a quick reading.

Digital Compass

A small, microprocessor-based compass gives instant bearings, which can be recalled at the chart table and help sailors fix their vessel's position. The Autohelm Personal Compass, developed by a British company, can store nine individual bearings and can show a craft's actual course heading. The digital compass also houses a 10-hour timer that can be used as a stopwatch or as a countdown for navigation or racing. The safety benefits of the digital compass's speed, accuracy, and portability may make Autohelm a strong competitor for the traditional mechanical compass.

Business Politics And the Computer

Personal computers can now be used to predict corporate politics. A manager who must decide on allocating resources among several equally beneficial projects can use a new expert system called GamePlan to simulate the political responses of an organization to the choices made. The user plays cards such as "publish a strategic plan" or "form a steering committee"; the expert system critiques the player's moves and assigns "credibility chips." Winning enough chips earns the player a promotion, but losing chips means getting fired.

For more information, see "Sources, Tomorrow in Brief" on page 50 of this issue.

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a SPECIAL meeting of the Moorhead Board of Education will be held on Monday, May 2, 1988, at 5:15 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie _____	Allen Lund _____
Jeanne Seigel _____	Anton Hastad _____
Michael Hulett _____	Wayne Alexander _____
A. C. (Curt) Borgen _____	Bennett Trochlil _____

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent

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

A. NEW BUSINESS

1. Consider Bid Awards for Senior High School Appendix A

V. FOR YOUR INFORMATION

1. Senior High Roof Repair Appendix B

VI. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, May 10 - 8:00 p.m.

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 May 10, 1988, at 8:00 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie _____	Allen Lund _____
Jeanne Seigel _____	Anton Hastad _____
Michael Hulett _____	Wayne Alexander _____
A. C. (Curt) Borgen _____	Bennett Trochlil _____

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent

IV. APPROVAL OF MINUTES Appendix A

Recommendation: Move to approve the minutes of April 5, 12, 19, and 26, 1988.

*V. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

Recommendation: Move to approve the items on the consent agenda.

*VI. CONSIDERATION OF CLAIMS Appendix B

VII. COMMUNICATIONS

VIII. OPPORTUNITY FOR CITIZENS TO SPEAK

IX. "WE ARE PROUD"

1. Nineteen MHS speakers advanced to the Region 8AA tournament in St. Cloud on April 15. First place sub-region winners were Ann Tandy, Angela Langeberg, Kristin Peterson, Randy Sauter and Andrew Knighton. Second place winners were David MacDonald and Jenny Tuck.
2. Wade Swenson, sophomore, received a superior rating in the poster competition and Brian Job, sophomore, received a 2nd in the honors test at the MSU Language Fair April 20.
3. At the Detroit Lakes MTI competitive events held April 20, individual winners were Scott Grande, Sean Rothschild, Todd Wiedemann, Steve Lewis, Jason Eid, Laban Kaufmann, Pat Thompson, Chad Tabatt and Jason Kakac. All these students received trophies and Scott Grande earned a \$200.00 scholarship for coming in first in auto mechanics and Todd Wiedemann won a \$200.00 scholarship for coming in first in architectural drafting.
4. "Guillotine", the Minnesota Amateurs Wrestling Team Newspaper, reports that state entrants Timothy Dickason, 119 lb. representative, and Brian Mancini, 132 lb. representative, were named to the 1987-88 Class AA academic all-state wrestling team. Timothy Dickason was named to the first team and Brian Mancini received honorable mention.
5. Congratulations to Julie Hoffner on being selected the 1988 Minnesota state winner in the Teacher of the Year program sponsored by IBM. Her efforts with Assurance of Mastery - Mathematics is an outstanding example of applying computer technology to improve the quality of education.

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

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. Consider Moorhead Technical (Molick)
Drafting Bid Award

Appendix C

Explanation: One bid was received for a computer numerical control milling machine and related software for a total of \$16,495.00 from LAB Corporation.

Recommendation: Move to approve that LAB Corporation be awarded the contract for the purchase of the CNC equipment in the amount of \$16,495.00.

2. Consider Paper Bid Award (Lacher) Appendix D

Explanation: Appendix D-1 is the bid summary of the paper bid award by vendor for low bid meeting specifications. The total summary by vendor by item is available in the business office.

Recommendation: Move to approve low bids meeting specifications as shown in Appendix D.

3. Discussion of Architect (Trochlil) Appendix E

Explanation: Memo #S-88-154 was a sampling of policies in other school districts as well as a timeline for the selection of an architect for the Moorhead Technical Institute project.

The purpose of this agenda item is to receive input as to criteria that the Board wants to consider in selecting an architect (i.e. size of project, experience, partners and associates, specification writing, relations with contractors, etc.)

Recommendation: For discussion only.

4. Consider Personnel (Bergen) Appendix F

Resignation

Ruth Kalpin - secretary, North Campus, effective May 6, 1988

Early Retirement

Mary Johnson - 4th grade teacher, Probstfield, effective August 25, 1988

Resignation

Jennifer Watson - social studies teacher, Senior High, effective June 3, 1988

5. Review State and Federal (Trochlil) Appendix G
Law Prohibiting
Discrimination Policy

Explanation: A recommendation was made through our 1987 Civil Rights Audit to change the wording in the original policy as shown in Appendix G-1. All publications will include the non-discrimination policy statement. This has received support of the Policy Review Committee.

Recommendation: This is the first reading with a final decision at the May 17 meeting.

6. Review Grievance Procedure (Trochlil)
For Equal Opportunity Policy

Appendix H

Explanation: A recommendation was made through our 1987 Civil Rights Audit to change the wording in the original policy as shown in Appendix H-1. All publications will include the non-discrimination policy statement. This has the support of the Policy Review Committee.

Recommendation: This is the first reading with a final decision at the May 17 meeting.

7. Consider Comprehensive
Staff Development Plan

(Jernberg)

Appendix I

Explanation: A requirement to receive \$10.00 per pupil allocation as a part of the State Aids for 1988-89 requires us to submit a comprehensive staff development plan. This plan is to be submitted to the State Department by June 1 if we wish to have monies released in a timely manner. Appendix I-1 contains the draft plan. The plan has been reviewed by the Staff Development Committee and will be submitted to the PER Committee at their May meeting. The plan will be submitted to the Board for action at the May 24 meeting.

Recommendation: For discussion only.

8. Consider Vending Machines

(Trochlil)

Appendix J

Explanation: On Tuesday, May 8, the Board considered a recommendation to award the vending machine bid.

The Board received the following instructions:

- ° Report of the State Auditor of Minnesota
- ° Legal Opinion of the law office of Knutson, Flynn & Hetland
- ° List of extra-curricular student activities
- ° National School Lunch Program and School Breakfast Program Competitive Foods Rule
- ° Manual of Instruction For Uniform Student Activities Accounting For Minnesota School Districts and Area Vocational-Technical Institutes
- ° Estimated revenues produced by soda and juice vending operations in the school district

The minutes of the meeting stated:

Alexander moved, seconded by Seigel, to award the vending machine bid to Pepsi-Cola, Coca-Cola, F-M Vending and F-M Jobbing with a directive to the administration to collect data on attitudes of students, staff and parents on how they feel about the vending of non-nutritive products in the schools.

Alexander withdrew his motion and Seigel withdrew her second.

Alexander moved, seconded by Seigel, to amend the motion and moved to suspend any action on vending machines until the May 10 meeting. Motion carried by majority vote.

Recommendation: Move to approve the recommendation as outlined in Appendix J-1.

"WE ARE PROUD"

6. Moorhead High School's Knowledge Bowl team took first place at the Minnesota state championship Tuesday, May 3 and 4 at Breezy Point Resort.

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
SRI Perceiver	Week of May 9		Townsite
Honors Banquet	Monday, May 9	6:30 p.m.	Concordia
AIDS Presentation	Monday, May 9	7:00 p.m.	Senior High
Futures Committee	Tuesday, May 10	4:30 p.m.	Townsite
Candidates Forum	Tuesday, May 10	6:30 p.m.	Townsite
MEA Recognition Dinner	Thurs., May 12	6:00 p.m.	Concordia
Policy Review	Monday, May 16	7:00 p.m.	Township
"Glenn Miller Years"	Monday, May 16 - Tues. May 17	7:30 p.m.	NDSU
Learning Bank	Tuesday, May 17	7:15 a.m.	Fargo Board Room
School Board Election Day	Tuesday, May 17	7:00 a.m. - 8:00 p.m.	
PER	Thurs., May 19	7:00 a.m.	Townsite
Baccalaureate	Sunday, May 22	7:00 p.m.	Senior High
Athletic Awards	Monday, May 23	7:00 p.m.	Senior High
Graduation	Sunday, June 5	2:00 p.m.	Concordia
<u>Retirement Teas:</u>			
Jean Anderson	Tuesday, May 10	3:30-5:00 p.m.	Probstfield
Lorraine Bundy	Wednesday, May 11	3:30-5:00 p.m.	South Campus
Thelma Kotte	Wednssday, May 11	3:00-5:00 p.m.	Edison
Mary Lucille Gade	Thursday, May 12	3:30-5:00 p.m.	Washington
Lois Seifert	Monday, May 16	3:00-5:00 p.m.	North Campus

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

1. Committee Reports
 - °Joint Powers - Hastad/Seigel
 - °Policy Review - April 25 meeting - Hastad/Seigel
 - °Boundary Configuration - Alexander/Lund
2. "What's Going On In The Moorhead/Fargo/West Fargo Area?"
 - °
 - °

XII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, May 17 - 8:00 p.m.

Regular Meeting
Board of Education
Independent School District #152
April 26, 1988

Members Present: Douglas Fagerlie, Allen Lund, A. C. (Curt) Borgen, Jeanne Seigel, Wayne Alexander, Michael Hulett, Anton Hastad and Bennett Trochlil.

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding We Are Proud, Sabbatical Leave, Easement and Budget.

CONSENT AGENDA - Seigel removed A. V. Equipment Bid from the consent agenda.

Borgen moved, seconded by Hulett, to approve the following on the consent agenda: Band Trip, Donations to School Patrol, Donations to Summer Camp, Donation to South Campus, Exterior Entrances - Senior High, Change Order for North Campus Remodeling, Outstanding Checks, Literacy Grant Application and Name Change. Motion carried.

NEW CONSTRUCTION PROJECT - Nate Johnson reviewed the new construction project and asked for a recommendation on architect selection from the Board and Trochlil at the May 24, Board meeting.

NOMINATIONS FOR WEST CENTRAL BOARD OF DIRECTORS - There were none.

DISTRICT WIDE-SURVEY - Trochlil reviewed the background of the survey and Alexander's involvement and asked for Board input on conducting another survey at this time.

The Board indicated they would not support Alexander's involvement regarding payment for services.

Hastad moved, seconded by Lund, to direct administration to conduct another survey at this time and have the results back by the end of this school year.

Hastad amended the motion, seconded by Lund, to have the results back in a timely manner. Motion carried.

Trochlil will come back with a recommendation on the survey implementation.

PERSONNEL - Hulett moved, seconded by Hastad, to approve the following personnel changes:

Early Retirement

Jean Anderson - 3rd grade teacher - Probstfield, effective at the end of the 1987-88 school year

Merle Taylor - custodian - Probstfield, effective June 30, 1988

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PERSONNEL - (continued)

Resignation

Linda Blazek - Special Education secretary, Senior High,
effective June 3, 1988

New Employee

Lynn Kovash - SLD/EBD, St. Ansgar Hospital, effective April
25, 1988, for the remainder of the year, BA (0) .714 time,
\$2,217.92 (\$19,495.00 base)

Motion carried.

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

EASEMENT OF SCHOOL DISTRICT PROPERTY - Fagerlie moved, seconded
by Hulett, to approve the seven foot easement of school district
property on 40th Ave. S. to the city. Motion carried.

SABBATICAL LEAVE COMMITTEE - Mavis Falk, chairperson for the
Sabbatical Leave Committee reviewed the conditions stipulated
and the granting of leaves for the 1988-89 school year to:

°Howard Anderson - South Campus Math - for the 1988-89 school
year

°Nancy Pearson - Washington Elementary - for the 1988-89 school
year

Fagerlie moved, seconded by Alexander, to approve the sabbatical
leaves for the 1988-89 school year to Howard Anderson and Nancy
Pearson with the conditions as recommended by the Sabbatical
Leave Committee. Motion carried.

The Board expressed their appreciation to the committee for their
work.

A. V. EQUIPMENT BID - Hastad moved, seconded by Hulett, to
approve the low bids for A. V. equipment as follows:

EPA Audio Visual	\$15,101.94
Pratt Audio Visual & Video	7,431.00
Video Service of America	2,496.00
Astro	802.25
Audio Visual Wholesalers	425.04
S/S Electronics	85.50
	<hr/>
	\$26,341.73

Motion carried.

BAND TRIP - As part of the consent agenda, the Board approved the
band travel to Toronto, Canada.

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DONATIONS TO SCHOOL PATROL - As part of the consent agenda, the Board approved the following gifts for School Patrol members to attend a Minnesota Twins game:

Moorhead V.F.W.	- \$1,500.00
Moorhead American Legion	- 1,000.00
Clay County Safety Council	- 300.00
Auto Club Trust Fund	- 350.00
Moorhead Optimists	- 300.00
Dilworth American Legion	- 25.00
Edison P.T.O.	- 250.00
Riverside P.T.O.	- 250.00
Washington P.T.O.	- 250.00

DONATIONS TO SUMMER CAMP - As part of the consent agenda, the Board approved the donations of \$100.00 from the Mid Day Lions Club and \$25.00 from the VFW Post to be used toward tuition payments for students attending summer camps for the handicapped at Camp Buckskin and the Elks Camp Grassick.

DONATION TO SOUTH CAMPUS - As part of the consent agenda, the Board approved a donation of \$700.00 from the Veterans of Foreign Wars to assist in the purchase of lockers for South Campus physical education and athletics and directed a letter of thanks be sent.

EXTERIOR ENTRANCES - SENIOR HIGH - As part of the consent agenda, the Board approved a change order for \$2,095.00 for exterior entrances at the Senior High School.

CHANGE ORDER FOR NORTH CAMPUS REMODELING - As part of the consent agenda, the Board approved a change order for North Campus remodeling for \$5,835.00.

OUTSTANDING CHECKS - As part of the consent agenda, the Board approved write offs of old outstanding checks which have not been cashed by the payees and eight uncollectable checks totalling \$108.75, turning them over to Red River Collections for collection.

LITERACY GRANT APPLICATION - As part of the consent agenda, the Board approved the submission of a proposal to the Fargo/Moorhead Area Foundation for \$7,210.00 to establish a computer lab to assist adult learners in reading, spelling and phonics.

NAME CHANGE - As part of the consent agenda, the Board approved the name change of "Aides" to "Paraprofessionals".

FOR YOUR INFORMATION

1. Transportation Committee Report - Dan Bacon stated the first two meetings were organizational and they are now ready to establish priorities, set goals, study route scheduling, discipline, the handicapped program, hazardous areas, and new standards for training.
2. MTI Accreditation - Moorhead Technical Institute has been reaccredited by the North Central Association of Colleges and Schools for the 1987-88 school year.
3. MTI New Program Proposals - On April 13, Keith Togstad, Harriet Tfute, Gary Ellingson and Nate Johnson spent three hours with state staff promoting five potential new programs for MTI. Those five were:
 - ° Telecommunications Technician
 - ° Personnel Assistant
 - ° Electronic Engineering Technician
 - ° Optical Technology
 - ° Chiropractic AssistantThere were 78 new program proposals from the various, technical institutes. MTI will know by mid-May if any of these new programs have been approved.
4. MTI Estimated Economic Impact - As a presenter at the Leadership Moorhead meeting, Nate Johnson handed out a sheet indicating our estimate of Moorhead Technical Institute's economic impact on the local economy and a three-year comparison of placement statistics.
5. Foundation - Trochlil reviewed the formulation of a foundation (Crookston, Minnesota model). He indicated foundations are being implemented in many school districts.
6. Budget - Trochlil advised the Board to set up meetings with him to review the financial impact of various programs.
7. Heritage/Hjemkomst Center - Trochlil stated the "Dinosaur Days" were very successful and we as a community need to support the center for our children.

ADJOURNMENT - The Board adjourned the meeting.

Anton Hastad, Clerk

Special Meeting
Board of Education
Independent School District #152
April 19, 1988

Members Present: Douglas Fagerlie, Jeanne Seigel, A.C. (Curt) Borgen, Michael Hulett, Wayne Alexander and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda and added a special meeting date.

SPECIAL MEETING DATE - Hulett moved, seconded by Borgen, to set a meeting for Monday, May 2 at 5:15 p.m. to consider bid awards for the Senior High as to abatement, fire proofing, ceiling, mechanical and electrical. Motion carried.

TERMINATION AND NON-RENEWAL OF PROBATIONARY TEACHERS

<u>Name</u>	<u>Moved by</u>	<u>Seconded by</u>	<u>Roll Call Vote</u>
Kent Amundson	Curt Borgen	Wayne Alexander	Borgen, Seigel, Fagerlie, Hulett, Alexander
Ohyllis Cassatt	Wayne Alexander	Mike Hulett	Borgen, Seigel, Fagerlie, Hulett, Alexander
Jackie Mann	Mike Hulett	Curt Borgen	Borgen, Seigel, Fagerlie, Hulett, Alexander
Kathy Nylander	Curt Borgen	Jeanne Seigel	Borgen, Seigel, Fagerlie, Hulett, Alexander
Humberto Risso	Jeanne Seigel	Doug Fagerlie	Borgen, Seigel, Fagerlie, Hulett, Alexander
Jeff Robinson	Doug Fagerlie	Wayne Alexander	Borgen, Seigel, Fagerlie, Hulett, Alexander
Bev Bladow	Wayne Alexander	Mike Hulett	Borgen, Seigel, Fagerlie, Hulett, Alexander
Robin Oestreich	Mike Hulett	Curt Borgen	Borgen, Seigel, Fagerlie, Hulett, Alexander

Special Meeting
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TERMINATION AND NON-RENEWAL OF PROBATIONARY TEACHERS (Cont.)

Tamra Mackove	Curt Borgen	Jeanne Seigel	Borgen, Seigel, Fagerlie, Hulett, Alexander
Deb Baumler	Jeanne Seigel	Doug Fagerlie	Borgen, Seigel, Fagerlie, Hulett, Alexander
Bonnie Henningson	Doug Fagerlie	Wayne Alexander	Borgen, Seigel, Fagerlie, Hulett, Alexander
Anita Blattenbauer	Wayne Alexander	Mike Hulett	Borgen, Seigel, Fagerlie, Hulett, Alexander
Georgia Weingart	Mike Hulett	Curt Borgen	Borgen, Seigel, Fagerlie, Hulett, Alexander
Sharon Hurley	Curt Borgen	Jeanne Seigel	Borgen, Seigel, Fagerlie, Hulett, Alexander
Dean Johnson	Jeanne Seigel	Doug Fagerlie	Borgen, Seigel, Fagerlie, Hulett, Alexander

PROPOSED PLACEMENT OF TENURED TEACHERS ON UNREQUESTED LEAVE OF ABSENCE

<u>Name</u>	<u>Moved by</u>	<u>Seconded by</u>	<u>Roll Call Vote</u>
Stan Olson	Mike Hulett	Curt Borgen	Borgen, Seigel, Fagerlie, Hulett, Alexander
Pam Midthune	Curt Borgen	Jeanne Seigel	Borgen, Seigel, Fagerlie, Hulett, Alexander
James Arndt	Jeanne Seigel	Doug Fagerlie	Borgen, Seigel, Fagerlie, Hulett, Alexander
Bruce Leitch	Doug Fagerlie	Wayne Alexander	Borgen, Seigel, Fagerlie, Hulett, Alexander

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ADJOURNMENT - Motion to adjourn made by Curt Borgen, seconded by Mike Hulett.
Motion carried.

Clerk

Regular Meeting
Board of Education
Independent School District #152
April 12, 1988

Members Present: Douglas Fagerlie, Allen Lund, Jeanne Seigel, Wayne Alexander, Michael Hulett, Anton Hastad and Bennett Trochlil.

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding Personnel, For Your Information, and We Are Proud. He also noted corrections in capital outlay figures and resolution dates.

APPROVAL OF MINUTES - Hastad moved, seconded by Hulett, that the minutes of March 8 and 22, 1988 be approved. Motion carried.

CONSENT AGENDA - Lund moved, seconded by Hastad, to approve Acceptance of Gift, Chapter I - Detention Center Resolution, Reading and Math Improvement, and Investments on the consent agenda. Motion carried.

CLAIMS - As part of the consent agenda, the Board approved the claims, subject to audit, for 799,457.82. Motion carried.

GENERAL FUND	286,552.31
FOOD SERVICE	28,544.04
TRANSPORTATION FUND	136,753.95
COMMUNITY SERVICE	9,984.68
CAPITAL EXPENDITURE	97,155.08
FUND 7	409.22
MAVTI-GENERAL FUND	161,862.65
MAVTI COMM SERVICE	14,027.72
VO-TECH CAP. OUTLAY	33,176.75
FED FINANCIAL AIDS	8,562.65
AVTI STUD SEN & MISC	8,603.43
TOWNSITE CENTRE	13,824.84
TOTAL	799,457.32

1988-89 AND 1989-90 CALENDARS - Fagerlie moved, seconded by Hastad that calendar B for 1988-89 be accepted. Motion carried. Fagerlie moved, seconded by Alexander, to send the 1989-90 calendar back to the Calendar Committee for further review. The motion was amended by Fagerlie, seconded by Hulett, to send the 1989-90 calendar back to the Administration before further review by the Calendar Committee. Motion carried.

Regular Meeting
Board of Education
Independent School District #152
April 12, 1988
Page Two

LONG RANGE PLANNING PROCESS - Wayne Alexander presented a document which will assist in bringing together the 'bits and pieces' of the long range planning process.

CAPITAL OUTLAY - Hulett moved, seconded by Hastad, to approve the capital outlay expenditures as presented and authorize changes in line items with the approval of the superintendent. Motion carried.

RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS - Hulett moved, seconded by Seigel, to discontinue the positions as listed below:

Secondary

.6 English
.6 Social Studies
.2 Industrial Arts
.4 Home Economics
.4 French
.4 Spanish

Moorhead Technical
Institute

1.0 Electronics
1.0 Automotive
1.0 Deisel

Motion carried.

BOARD SPECIAL MEETING - Fagerlie moved, seconded by Hulett to meet at 12:00 noon on April 19 to set a hearing date for persons affected by the Resolution Discontinuing and Reducing Educational Programs and Positions. Motion carried.

PERSONNEL - Lund moved, seconded by Fagerlie, to approve the following personnel changes:

Early Retirement

Bernice Stensgaard - Library Secretary, Senior High, effective at the end of the school year

Lois Seifert - Sixth Grade Teacher, North Campus, effective June 3, 1988

Retirement

Claudine Schneider - Fashion Instructor, Moorhead Technical Institute, effective May 25, 1988

Military Leave

Richard South - custodian, Senior High, from May 2 through May 13, 1988

Regular Meeting
Board of Education
Independent School District #152
April 12, 1988
Page Three

PERSONNEL (Cont.)

New Employee

Sheila Hastings - LD Washington, BA + 45 (0) 2940.32 (22,771)
effective March 28, 1988

Motion carried.

SPECIAL EDUCATION TUITION CONTRACT - Lund moved, seconded by Alexander to approve the Special Education tuition contract with the West Fargo School District. Motion carried.

FOR YOUR INFORMATION

1. West Central Educational Cooperative Service Unit Nominations. Trochlil suggested that a Board member may wish to run for West Central ECSU office. Seigel indicated that interested Board members should contact her.
2. Futures Article.
3. MSBA Article. Weekly Legislative Update.
4. School Patrol Twins Trip - Moorhead Public, Non-Public, and Dilworth school patrols will attend a Minnesota Twins game. Part of the school patrols will attend on April 21, and part will attend on May 19.
5. The Moorhead Senior High Band will travel to Toronto, Canada on May 2-8.

NORTH CAMPUS CONSTRUCTION UPDATE - Bob Lacher updated the Board as to some planned North Campus modifications.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Joint Powers - Seigel and Hastad updated the Board as to recent developments in the proposed highway interchange at the MTI.
2. NSBA Convention - Seigel, Alexander and Lund updated the Board as to the recent NSBA Convention they attended. They attended numerous sessions, and indicated that they were very worthwhile.
3. National Labor Relations Convention - Hulett updated the Board as to his recent participation at the National Labor Relations Convention. He indicated that he had attended several worthwhile sessions.

Regular Meeting
Board of Education
Independent School District #152
April 12, 1988
Page Four

SUPERINTENDENT'S CONTRACT - Alexander moved, seconded by Fagerlie, to approve a salary increase of 3.92%. With fringe benefits the total percentage increase of 4.02% was approved for Superintendent Trochlil for the 1987-88 school year. Motion carried.

ADJOURNMENT - Lund moved, seconded by Hulett, that the meeting be adjourned. Motion carried.

Anton Hastad, Clerk

Regular Meeting
Board of Education
Independent School District #152
April 5, 1988

Members Present: Douglas Fagerlie, Allen Lund, A.C. (Curt) Borgen, Jeanne Seigel, Michael Hulett, Wayne Alexander, Anton Hastad and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding Results of Parent Survey, Community Education Programs, Change Order at North Campus and Superintendent's Contract.

PARENT SURVEY - Betty Myers, North Campus Principal, reviewed the results of the Survey of Parents of 4th Graders to determine parents' preferences for 5th grade placement for 1988-89.

DIALOGUE BETWEEN SPORTS CENTER COMMITTEE AND BOUNDARY CONFIGURATION COMMITTEE - Discussion was held between the School District, Sports Center Expansion Committee and the District's Boundary Configuration Committee as to the issues of future school district and city facility/site needs.

Issues addressed were: demographics of the city and school district; park and recreation needs; handicapped accessibility; Title IX considerations; athletic rooms; district administrative offices; swimming pool (year-round accessibility); school district space as to classrooms, technology, media centers, and special need programs; Community Education; potential bond issues; cost implications; and, community reactions to the discussion being held.

Willis Stelter, Foss Associates, presented tentative plans for the remodeling of the Senior High and the Sports Center to meet the needs of the district and the city.

The Board thanked the Boundary Configuration Committee members in attendance for being present.

COMMUNITY EDUCATION PROGRAMS - Discussion was held on the possible use of the gymnasium at Lincoln School as a location for Early Childhood Family Education Programs and a preliminary plan was presented to the Board.

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Independent School District #152
April 5, 1988
Page Two

CHANGE ORDER - Discussion was held on a possible change order on the North Campus remodeling project.

Alexander moved, seconded by Hastad, to approve a change order to trade the folding wall for water supply in the new rooms at North Campus.

Alexander withdrew his motion. Hastad withdrew his second.

The administration will obtain the data necessary to make a final decision on the trade-off and report back to the Board at the April 12 meeting.

SUPERINTENDENT'S CONTRACT - Discussion was held on the Superintendent's contract.

ADJOURNMENT - The Board adjourned the meeting.

Anton Hastad, Clerk

MEMO #S-88-154

TO: School Board

FROM: B. Trochlil

RE: Architect Selection

DATE: April 27, 1988

We requested sample policy copies from the NSBA Educational Policies Service.

I suggest this process:

- | | |
|----------------------|--|
| Tues., May 10 | - Discussion on enclosed materials...
the Board would contribute their
thoughts as to major areas in a policy. |
| Mon., May 16 | - Policy Review Committee would be
briefed on the policy. |
| Tues., May 17 | - Administration will propose a policy
to Board. |
| Tues., May 24 | - Policy drafted |
| Tues., June 14 or 28 | - Architect Selection for MTI Project |

BT:rg

cc: Central Administration
MTI Administration

EPS/NSBA Educational Policies Service of the National School Boards Association	Current EPS File: FEB -E
	Original File: FDAB

SELECTION OF ARCHITECT

SCHOOL ARCHITECT: To find out if an architect puts education before ego in the design of a school, check with other school districts where he has worked. Stanley

O. Bokelmann, director of school construction for Clark County schools in Las Vegas, has drawn up a list of questions for administrators to ask. As a preliminary to rating the architect in question, Bokelmann asks how much experience the administrator has had in dealing with school architects. The administrator then rates the architect as below average, average or above on these points:

1. Completeness and accuracy of plans and specifications
2. He willingly acknowledged the need for additional work.
3. He protected your interest in dealing with the contractor.
4. Architectural supervision of the project was frequent and thorough.
5. He was able to communicate and cooperate with you.
6. He expressed willingness and ability to learn about your project.
7. He demonstrated a willingness to follow instructions.
8. He was prompt in processing paper work.
9. He prepared or supervised preparation of your plans and specifications.
10. He was willing to probe, ask questions and accept answers.
11. He kept your project within the budget and "your ability to pay."
12. He correlated architectural plans with electrical, mechanical, etc.
13. He checked your as-built drawings for completeness and accuracy.
14. He did a postmortem on your project so that the next project would be better.

Remember, says Bokelmann, that the architect serves two functions--as the designer of the school and the honcho on construction. "The size of your community or a special educational project may dictate your need to invite architects that are nonlocal or even out of state. You must keep in mind that an architect whose office is situated within easy reach for consultation, etc., is generally better able to serve you than one some distance away.

"Also, nonlocal architects may not be familiar with local conditions such as building codes, climate conditions or good local materials of construction. If you must have a specialty type architect and he is nonlocal, establish his association with a local architect.

"Further ground rules should be established that the local associate does the bulk of the drawings and specifications and performs the contract administration mainly because of his familiarity with local conditions."

A review panel can examine the qualifications of each architect under consideration, especially by looking at the schools each candidate has designed. An interview of 30 to 45 minutes ought to be long enough for the selection committee to explain what is intended for the school design, answer the architect's questions and get a general impression of the candidate. Immediately after each interview, each panelist rates the candidate on a point system that has provision for the architect's education, reputation, office staff, association with specialists such as engineers, willingness to spend sufficient time on the project in planning, and aptitude for cost management, including long-term considerations such as energy conservation.

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	Original File: FDAB

Bokelmann has supervised \$150 Million of school construction since 1963 for the Clark County School District where the school population is expanding instead of declining. To find out more about his theses that schools "are not merely to provide a monument for the architect," contact him at 2832 E. Flamingo Rd., Las Vegas, NV 89109, or phone 702/736-5254.

SOURCE: Nation's Schools Report

DATE: 8/15/77

EPS/NSBAEducational Policies Service of the
National School Boards Association

Current EPS File: FEB-R

Original File:

SELECTION OF ARCHITECT

The high standards established by the Board in Policy No. 6204 make the selection of a capable architect for school projects a vital task. The stated obligation of the Board "to provide school facilities that are flexible, functional, durable, economical and aesthetically pleasing", must become the objective of any architect appointed by the Board for any project whether it be new construction, an addition or alterations and renovations. The mechanical and electrical components must be well designed and complete in every respect, therefore, sound engineering will be an important consideration. Last, but not least, the architect must be capable of providing exemplary supervision of the construction to ensure that it is completed on schedule and in strict accordance with the plans and specifications.

RESPONSIBILITY FOR SELECTION

A selection committee comprising the following personnel shall be responsible for selecting an architect in accordance with the procedure outlined herein:

The Secretary-Treasurer or designee
The Assistant Superintendent who has responsibility
for facility planning
The Director of Physical Plant
The Manager of New Construction and Renovation
The Superintendent, ex-officio

PREPARATION BY MEMBERS OF THE SELECTION COMMITTEE**The Project**

1. Each member should become familiar with the facilities to be provided in the project and any unique problems that may be encountered or indeed any outstanding features that may be extant e.g., physical features of site; location; if an addition, the features of present buildings, displacement of pupils during construction, etc.
2. Each member should independently list what he or she considers to be important factors to consider in developing the project e.g., program needs, creative design, mechanical and electrical, economy, roof design, child centred school with special features, scheduling, preferred building materials, etc..
3. Each member should become aware of the date the facility is required and begin to formulate a timeline and in the process identify aspects of the project that may lead to complications thereby delaying development or construction.

EPS/NSBAEducational Policies Service of the
National School Boards Association

Current EPS File: FEB-R

Original File:

4. Consideration should be given to alternatives to the selection process for a project architect if the estimated cost is \$500,000 or less, or if for other reasons it would be appropriate to consider alternatives (see third paragraph of Policy No. 6204).

The Architect

1. Each member of the selection committee, after contemplating the project, as above, should, after reviewing the files containing architects' proposals and reviewing those architects with whom the committee member is familiar, note the names of the individual architects, or firms that the member could support for appointment.
2. Each member of the selection committee should identify not more than three (3) names if the project is estimated to be less than \$500,000, and not more than six (6) names if the estimated cost exceeds that amount. These names would then be recommended to the selection committee for consideration under the Selection Procedure.

SELECTION PROCEDURE

The chairman of the Selection Committee shall call the first meeting of the Committee bearing in mind the period of time required to complete the selection process and the architectural work that will follow. The Committee shall at its first meeting, establish a "critical path" for its deliberations. A record of the deliberations of the Committee shall be kept.

Step 1.

Each Committee member shall present the information that has been compiled during the preparation phase. The Committee shall prepare a statement of project characteristics that would serve two purposes insofar as this procedure is concerned, viz. (1) to be used in appraising the architects against the Basic Criteria for Selection (see below) at various stages in the selection process and (2) to ensure that each of those architects selected for interview has the same information base to work with in preparing for the interview.

Drawing upon the information supplied by each member, the Committee shall prepare a list of architects to be considered further.

Step 2.

A determination of the process to be followed will now be made.

PROJECTS OF \$500,000 OR LESS

The Selection Committee would not normally plan interviews with prospective architects when the estimated cost is \$500,000 or less. Normally, an architect that has done work for the Board, whether on the subject project or not, and is known to be reliable and competent, would be selected from those listed by the members.

EPS/NSBAEducational Policies Service of the
National School Boards Association

Current EPS File: FEB-R

Original File:

PROJECTS OF \$500,000 OR MORE

The Committee should consider each architect included on the original list in light of the criteria in Step 3 with a view to short listing not more than six (6) architects to be interviewed.

Step 3.

Judge the suitability of each architect to the project by appraising them on the following criteria and any others that the Committee may consider to be relevant. This process will likely involve discussions with clients and other forms of investigations.

In the process of judging the suitability of each firm, the Committee will conduct confidential interviews with those short listed unless the estimated cost of the project is less than \$500,000. As part of the interview, the architects will be requested to present to the Committee an outline of their probable approach to the development of the particular project under consideration. In preparation for the interview each architect will be provided with the same pertinent information about the project whether it be in written form or through preparatory meetings, site inspections etc.

It should be noted that the following criteria are not intended to represent an exclusive listing of all those that might be used in selecting an architect. Each project will have its own problems and characteristics which will give rise to other criteria that should be considered in the selection process. These and other criteria will be used formally and informally throughout the selection process. They will likely be used informally by individual members of the Selection Committee when they are giving independent consideration to architects and formally as the Selection Committee deliberates.

BASIC CRITERIA FOR SELECTION

- (i) Demonstrated ability to discern and translate the educational philosophy and programme needs of the project into the design.
- (ii) Quick and accurate comprehension and analysis of difficulties, problems, strengths, weaknesses of building or site.
- (iii) Ability to translate the specific instructions given by the owner and follow through with advice and prompt action.
- (iv) Awareness of the time factors involved in school projects and one established in co-operation with the Board, a commitment to adhere to the schedule.
- (v) Creativity in design.
- (vi) Previous experience in building schools and awareness of modern teaching techniques.
- (vii) Availability for consultation either by telephone or meetings.
- (viii) Size of firm.
- (ix) Structural, mechanical and electrical engineering capability.
- (x) Extent to which pre-engineered components have been used by the firm.
- (xi) Use of quantity surveyors (cost analysts).
- (xii) Correlation of (a) cost per square metre (b) cost per student, and (c) total area as a percentage usable for instructional

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National School Boards Association

Current EPS File: FEB-R

Original File:

- purposes and maintain at a reasonable level.
- (xiii) Supervision of construction:
 - (a) frequency of visits to job site
 - (b) specialist supervision
 - (xv) Location of architect and whether there would be charges to Board beyond normal fee.
 - (xvi) Such other criteria as are unique to the project.

Step 4

The Selection Committee shall make its recommendation to the Board through the Management Committee. The decision concerning the name of the architect to be recommended shall be by consensus. If there is not consensus the Management Committee shall be apprised of that fact and shall decide on the name of the architect to be recommended to the Board.

SOURCE: Surrey School District #36, Surrey, British Columbia, Canada
DATE: 2/21/83

EPS/NSBAEducational Policies Service of the
National School Boards Association

Current EPS File: FEB

Original File: FDAB

SELECTION OF ARCHITECT

Architects for specific construction projects shall be recommended by an architect selection committee to the board of school trustees through the superintendent of schools. Members of the architect selection committee shall include the associate superintendent for business management, director of buildings and grounds, assistant director for construction and others deemed necessary.

Completion of the architect selection process shall be attained as early as possible so that the architect's services may be used in the site selection and public relations aspects of the program. Generally, the school corporation shall use local architects. Should others located elsewhere clearly have an ability that is needed, however, "out-of-city" firms may be recommended.

The guidelines established for architect selection in this manner shall be as follows:

1. The architect must possess the school design experience necessary for the work.
2. He must have the needed technical knowledge to control the design of the structure in order to secure the best results without waste of space or money.
3. He must have the executive or business ability to compel the proper performance of contracts.
4. In special architectural situations, such as facilities for the handicapped, etc., he must have successfully done work of like character from which his ability may be inferred.
5. Honesty, integrity, and fiscal responsibility are considered essential to the prudent use of school bond funds.
6. He must have demonstrated the design ability (creativeness) for the planning of a good school and the creation of aesthetic qualities.
7. He must have the staff necessary for the task, and this staff must be organized to provide adequate supervision and perform the other functions of an architect in a satisfactory manner.

8. He must have the ability and temperament to work cooperatively with others in the building program.

The intent in architect selection is not to grant services to each local firm upon request. In order to promote the most effective use of time and to provide the most efficient services possible, it is intended to select the minimal number of firms capable of performing the required services.

SOURCE: Fort Wayne Community Schools, Fort Wayne, Indiana
DATE: 3/27/72

SELECTION OF ARCHITECT

It is the policy of the Board to select a number of qualified architects to be assigned to various building and renovation projects for the district. In selecting architects the following criteria will be considered:

- A. Training and experience, including that of partners and associates, either with the district or elsewhere;
- B. Planning ability and promptness;
- C. Specification writing, accuracy, and sufficiency of detail;
- D. Design, appearance, and utility;
- E. Inspection of job effectiveness;
- F. Relation with contractors;
- G. Experience with government agencies;
- H. Current volume of work;
- I. Quality of consultants;
- J. Recent school building projects; and
- K. Staff of the firm.

Architectural fees shall be set by consultation with the selected firm.

Adopted: December 17, 1979
Oklahoma City School District

SELECTION OF ARCHITECT

Unless accomplished by the District's professional staff, a registered architect, engineer, design-build or construction management team which includes a registered architect or engineer shall be employed by the Board of Education to design each proposed building, building addition, or extensive renovation.

The following criteria will be considered in selecting an architect or design-build team:

1. Experience in school construction and the experience in prior construction, if any, with the District.
2. Creative design ability.
3. Technical knowledge to control the design so that the best results are obtained for the least amount of money.
4. Executive and business ability to oversee the proper performance of contracts.
5. Proven ability in all of the major phases of planning and construction: predesign planning, schematic design, design development, bidding and construction.
6. Ability and temperament to work cooperatively with others; willingness to consult with staff on educational specifications.
7. Extent and experience of architectural or engineering staff in relation to the scope of the planned project.

The architect, engineer, design-build or construction management team shall be selected by the Board on the basis of the above criteria and shall be employed under the District's standard agreement.

LEGAL REFS: C.R.S. 12-4-101, 102

EPS/NSBA

Educational Policies Service of the
National School Boards Association

Current EPS File: FEB

Original File: FDAB

SELECTION OF ARCHITECT

New ideas for building construction and design are emerging every day in modern architecture. No single architect or firm of architects can be expected to know or to have experienced all new developments. Therefore, the board shall not rely on one architect or firm for all projects, but shall select a qualified architect for each project.

In selecting architects, the following criteria will be considered:

1. Training and experience, including that of partners and associates.
2. Planning ability and promptness.
3. Specification writing, accuracy, and sufficiency of detail.
4. Design, appearance, and utility of work.
5. Inspection of previous jobs.
6. Relations with contractors.
7. Experience with government agencies.

When the list of architects has been reduced to three or four, each remaining candidate shall be asked to make a formal presentation before the board, and the architect shall be chosen from among them. After the board has selected the architect it prefers, and if the project involves bond funds over four percent of assessed valuation, it shall recommend to the Maricopa County Board of Supervisors that such architect be retained for the construction project in question.

SOURCE: Roosevelt School District No. 66, Phoenix, Arizona

DATE: 1975

DISTRICT SIZE: K-8; 9,332 students

SELECTION OF ARCHITECT

When the Board of Education approaches a relatively minor project or one calling for alterations or other changes in an existing building, the Board will give serious consideration to employing the architect who has recently done satisfactory work for the district or the architect who designed the original building.

Planning for a major project such as a new building should require a more thorough study of the matter of architect selection. Thorough evaluation of the services of a recently employed architect is in order, and it may be of advantage to the District to consider a number of architects before making a choice.

Criteria used in choosing an architect should include:

1. Training and experience, including that of partners and associates;
2. Planning ability and promptness;
3. Specification writing, accuracy, and sufficiency of detail;
4. Design, appearance, and utility;
5. Accuracy of cost-estimating;
6. Effectiveness at job inspection;
7. Relations with contractors;
8. Experience with government agencies and familiarity with government-required procedures.

File: FEB

SELECTION OF ARCHITECT

The superintendent shall recommend to the Board for approval the name of an architectural firm to be employed to remodel existing structures or to construct new facilities when the architectural fee will exceed \$10,000, unless the Board has authorized selection directly by the administration. The superintendent shall be authorized to sign the architectural agreement.

Adopted: 12/18/84

ARCHITECT INTERVIEW RATING FORM

FIRM _____

OFFICE LOCATION & RESIDENCE _____

Note: During the course of the interview, rate each firm on a scale of 1 - 10 (1 = low) on the following points. These are YOUR impressions.

CATEGORY	RATING (X)	WEIGHT	= TOTAL
1. CAPACITY TO PERFORM	_____	10	_____
1.1 Similar Project Experience	_____	10	_____
1.1.1 Organizational Size	_____		
1.1.2 Work Load	_____		
1.1.3 Local Knowledge & Experience	_____		
1.1.4 Logistics	_____		
1.2 Management Depth	_____	10	_____
1.2.1 Project Organization Concepts	_____		
1.2.2 Administrative Ability	_____		
1.3 In-House Resources	_____	10	_____
1.3.1 Estimating	_____		
1.3.2 Scheduling	_____		
1.3.3 Value Management	_____		
1.3.4 Computer	_____		
1.4 Organization's Stability	_____	10	_____
1.4.1 History (Age & Continuity of Management)	_____		
1.4.2 Healthy Growth	_____		
1.4.3 Controlled Work Load	_____		
1.4.4 Personnel Fluctuations	_____		
1.5 Team Compatability	_____	10	_____
1.5.1 Personality	_____		
1.5.2 Size	_____		
1.5.3 Orientation	_____		
1.5.4 Firm's Knowledge	_____		
1.5.5 Personnel	_____		
1.6 Grasp Of Project Parameters	_____	10	_____
1.6.1 Concern for Cost	_____		
1.6.2 Concern for Schedule	_____		
1.6.3 Concern for Owner Needs	_____		
2. GENERAL OBSERVATIONS	_____	9	_____
2.1 Clear Expression of Services	_____		
2.1 Proper Concerns	_____		
2.3 Fee Structure (Flexibility & Philosophy)	_____		
2.4 References	_____		
2.5 Repeat Clients	_____		
How much on-site observation will the A/E provide during the construction phase?	_____	9	_____

3. RESIDENCY/OFFICE LOCATION	_____	8	_____
4. ACHIEVEMENTS/AWARDS	_____	7	_____
5. LITIGATION EXPERIENCE IN LAST 5 YEARS	_____	6	_____
5.1 Circumstance & Outcome			
5.2 Type & Amount of Liability Insurance			
6. DEFINITION/BASIC SERVICES	_____	5	_____
6.1 On Site Observation			
6.2 Additional Services (Specialized outside consultants, computer services, long distance communications, travel expenses, surveying, reproduction of plans and specifications, etc.)			
7. SUGGESTIONS ON COMPLETION OF WORK AND TIMELINES	_____	4	_____
7.1 One Prime Bidder			
7.2 Smaller Bid Packages			
7.3 Other			
7.4 Site Development/Repair			
7.5 Roof Replacement			
7.6 Exterior Window/Wall Replacement (No. & So. Middle Schools)			
7.7 Window Replacement at Elementary Schools			
7.8 Parking Areas, Landscaping & Decorating			

GRAND TOTAL: _____

PROJECT: _____

DATE: _____

INTERVIEW

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: AC *DATE ADOPTED:
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STATE & FEDERAL LAW PROHIBITING DISCRIMINATION

~~It is the policy of the School Board of Independent School District #152 to comply with Federal and State law prohibiting discrimination. No person shall, on the basis of sex, race or handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any educational program of activity operated by the school district.~~

It is the policy of Independent School District No. 152, including Moorhead Technical Institute, to comply with federal and state law prohibiting discrimination and with the requirements imposed by or pursuant to regulations issued thereto, to the end that no person in Independent School District No. 152, including Moorhead Technical Institute, shall on the grounds of race, color, national origin, creed, religion, sex, marital status, age, limited English proficiency, status with regard to public assistance, or disability be excluded from any education program or activity, or in employment, or recruitment, consideration, or selection therefore, whether full time or part time, under an education program or activity for which the school is responsible.

Any inquiries concerning this policy may be referred to:

Office of Superintendent	/	Office of the Director
Townsite Centre	/	Moorhead AVT MTI
810-4th Avenue South	/	1900 - 28th Ave. South
Moorhead, MN 56560	/	Moorhead, MN 56560
(218) 236-6400, ext. 255	/	(218) 236-6277, ext. 206

(or)

Commissioner of Human Rights
200 Capitol Square Building
Fifth Floor - Bremer Tower
Seventh and Minnesota
St. Paul, MN 55101

(or)

Office for Civil Rights
U.S. Department of Education
300 S. Wacker Drive, 8th Floor
Chicago, IL 60610
(312) 353-2520

* Replacement of Policy Dated April 24, 1984

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: GBA DATE ADOPTED: Dec. 13, 1983 DATE REVISED: May 2, 1988
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GRIEVANCE PROCEDURE FOR EQUAL OPPORTUNITY

School District #152 provides opportunity for students, parents, guardians of students, or district employees to grieve matters pertaining to discriminatory practices. Where grievance procedures are established through master contracts with employee organizations, either this or the employee organization's procedure may be implemented to resolve the problem.

This procedure addresses itself to discriminatory acts or policies regarding ~~sex, race, religion, color, national origin, creed, marital status, age, or disability.~~ race, color, national origin, creed, religion, sex, marital status, age, limited English proficiency, status with regard to public assistance or disability. This procedure may be used as a complaint against an individual or the school district for alleged discriminatory acts in violation of state or federal statutes or district policy. Nothing provided herein shall abridge or limit the right of any individual to seek enforcement of state and federal laws or to be represented by counsel.

Section 1: Definition

Grievance: A complaint about an alleged violation, misinterpretation, or inequitable application of state and federal laws and regulations or district policy and procedures affecting equality in the educational program and/or employment practices.

Grievant: Any student or parent or guardian of a student, or employee of the district who believe(s) that in the past ten (10) days there is or has been a violation, misinterpretation or inequitable application of state or federal laws and regulations or district policy and procedures affecting equality in the educational program and/or employment practices.

Respondent: Person, persons, or group named in grievance who allegedly discriminated.

Supervisor: Any administrator, (i.e., superintendent, ~~AVT~~ MTI director, ~~AVT~~ MTI assistant director for curriculum, principal, assistant principal, assistant superintendent), compliance officer, members of the Supervisors' bargaining unit, or Board of Education.

Days: "Days" shall mean all weekdays, excluding Saturday, Sunday and days designated as holidays by state law.

GBA (continued)

Section II: Waiver of Steps and Time Limits

The number of days indicated shall be the absolute maximum and postmarks or dated, initialed receipt marks, shall serve for counting days to comply with this grievance procedure. Communications must be transmitted through U.S. Mail or hand delivered. The parties, by mutual written agreement, may waive any step and extend any time limit in the grievance procedure. If the grievant does not meet time limits, the grievance will be considered forfeited. If the respondent/supervisor does not respond within the time limits, the grievant may proceed to the next step immediately.

Section III: Withdrawal

A grievance may be withdrawn by the grievant at any step.

Section IV: Procedure

Informal

The grievant should first make an attempt to resolve the complaint through open discussion with the respondent and/or respondent's immediate supervisor, building supervisor, or his/her designee. The discussion must take place within a twenty (20) day period from the time that the alleged incident of discussion occurs. The informal complaint shall include the following information: (1) nature of the grievance, (2) facts, including dates, places, persons, and actions, (3) relief requested. If the grievance is not resolved in the informal discussion stage, the grievant may file a formal complaint with the immediate supervisor of the respondent within twenty-five (25) days from the date of the event giving rise to the complaint.

Step 1

Formal - The formal complaint shall include the following information: (1) nature of the grievance, (2) facts including dates, places, persons, and actions, and (3) relief requested. The formal written grievance shall be mailed or hand delivered to the immediate supervisor of the respondent who will determine whether the grievance is filed at the correct level. The supervisor will notify the grievant if the placement is not appropriate. If filed at the appropriate step, the supervisor will have five (5) days to respond during which time the supervisor shall have held a conference with interested parties before the response is written. A copy of the supervisor's response will be sent to the District's Compliance Officer, the Superintendent of Schools, ~~AVT~~ MTI Director and ~~AVT~~ MTI Equity Coordinator(s) if applicable, and to the Board of Education.

GBA (continued)

Step 2 If the grievant is not satisfied with the response of the previous step, an appeal may be filed within a period of five (5) days from receipt of the supervisor's response with the Superintendent of Schools. The Superintendent of Schools will respond in the same manner as any other supervisor, and will render a decision and mail the response within the five (5) day period. A copy of the response will be sent to the District's Compliance Officer, ~~AVTI~~ MTI Director and ~~AVTI~~ MTI Equity Coordinator(s) if applicable, and to the Board of Education.

Step 3 If the grievant is not satisfied with the response of the Superintendent, an appeal may be filed within a five (5) day period of receipt of the Superintendent's response with the Board of Education which will consider the matter at the next regularly scheduled Board meeting unless said Board is scheduled within seven (7) days of receipt of the grievance appeal. The Board will render its decision and respond in writing within a five (5) day period from the date of the Board meeting. A copy of the response shall be sent to the Superintendent of Schools, ~~AVTI~~ MTI Director and ~~AVTI~~ MTI Equity Coordinator(s) if applicable, and to the District's Compliance Officer.

Nothing in this grievance procedure shall preclude the grievant from filing a complaint with any or all of the following agencies at any time:

Commissioner of Human Rights
200 Capitol Square Building
Bremer Tower - 5th Floor
7th & Minnesota
St. Paul, MN 55101

Director for Civil Rights, ED
300 South Wacker Drive, 8th Floor
Chicago, Illinois 60606
(312) 353-2520

Equal Employment Opportunity Commission (Regional Office)
342 North Water Street
Milwaukee, Wisconsin 53202

<u>Building</u>	<u>Award</u>	<u># Of Machines</u>	<u>Locations</u>	<u>Product</u>	<u>Present Supplier</u>
Sr. High	P/C	2	Commons	Pop	Pepsi/Coke
	P/C	2	Teachers Lounge	Pop	
	FM	1	Commons	Candy/Snacks	FM Vending
	FMJ	1	Commons	Juice	FM Jobbing
MSSC	P/C	2	Commons	Pop	Coke
	FM	1	Faculty Room	Candy/Snacks	FM Vending
MSNC	C	1	Faculty Room	Pop	Coke
	FM	1		Candy/Snacks	
Edison	C	1	Teachers Lounge	Pop	Coke
Probstfield	C	1	Teachers Lounge	Pop	Coke
Riverside	C	1	Teachers Lounge	Pop	Coke
Washington	C	1	Teachers Lounge	Pop	Coke
Maint. Gar.	C	1	Main Garage	Pop	Coke
	FM	1		Candy/Snacks	FM Vending
	FM	1		Chips	FM Vending
Townsite Ctr.	2P/2C	4	N & S Entrances	Pop	Pepsi/Coke
	FM	1		Candy/Snacks	FM Vending
MTI	3P/2C	5	West Lounge	Pop	FM Vending/Coke
	P/C	2	East Lounge	Pop	FM Vending/Coke
	P	1	By Auto Shop	Pop	FM Vending
	C	1	Faculty Room	Pop	Coke
	FM	1	West Lounge	Candy/Snacks	FM Vending
	FM	1	East Lounge	Candy/Snacks	FM Vending
	FM	1	By Auto Shop	Candy/Snacks	FM Vending
	FM	1	West Lounge	Hot Drinks	FM Vending
	FM	3	Faculty Lounge	Video Games	United Music

P = Pepsi

C = Coke

FM = FM Vending

FMJ = FM Jobbing

8. m. 9. 1989
5. 16. 89

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that on Tuesday, May 16, 1989 at 8:00 p.m. Independent School District #152, acting under authority of Minnesota Statutes, will hold a Public Hearing at the Townsite Centre Board Room, regarding the intention to adopt a five-year Capital Expenditure Facilities program.


Bennett Trochliil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie	_____	Allen Lund	_____
Jeanne Seigel	_____	Anton Hastad	_____
Michael Hulett	_____	Wayne Alexander	_____
A. C. (Curt) Borgen	_____	Bennett Trochliil	_____

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. REVIEW OF 05 FUND FACILITIES PLAN


State statutes require a school board to adopt a capital expenditure facilities program, by a two-thirds vote after notice and hearing as part of a five (5) year program which must be reviewed by the district before July 1 of each odd numbered year. After the biennial review, the program may be amended to include the ensuing five (5) year period.

Facilities revenue may be used for repair and restoration of existing district-owned facilities; new construction correcting existing health and safety hazards; equipping and re-equipping buildings; surplus school buildings that are used substantially for public nonschool purpose; leasing buildings; and, purchasing or leasing interactive telecommunications equipment.

- IV. CALL FOR COMMENTS BY PUBLIC
- V. ADJOURNMENT

INDEPENDENT SCHOOL DISTRICT NO. 152
MOORHEAD, MINNESOTA

Notice is hereby given that a special meeting of the Moorhead Board of Education will be held on Tuesday, May 16, 1989 at 9:30 p.m. in the Board Room at Townsite Centre.


Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie	Allen Lund
Jeanne Seigel	Anton Hastad
Michael Hulett	Wayne Alexander
A. C. (Curt) Borgen	Bennett Trochlil

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent
- VI. OPPORTUNITY FOR COMMUNITY/STAFF TO SPEAK
- X. PRE-SCHOOL--K - GRADE 12 PROGRAM--COMMUNITY EDUCATION
 - A. UNFINISHED BUSINESS
 - B. NEW BUSINESS
- 1. Consider Election Results Appendix A

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

Wayne Alexander	_____
Charles Carpenter	_____
Jim Cummings	_____
Anton Hastad	_____
Janice Kreps	_____
Carolyn Matthees	_____
Dennis Schock	_____
Rochelle Weber	_____
Linda Wilkinson	_____

XI. FOR YOUR INFORMATION

Appendix Z

1.

2.

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

XIII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, May 23, 1989 - 7:00 p.m.

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 14, 1988, at 7:30 p.m. in the Board Room at Townsite Centre.

Bennett Trochlil
Bennett Trochlil, Superintendent

MISSION STATEMENT

To maximize the talents of every student in Independent School District Number 152.

ATTENDANCE:

Douglas Fagerlie _____	Allen Lund _____
Jeanne Seigel _____	Anton Hastad _____
Michael Hulett _____	Wayne Alexander _____
A. C. (Curt) Borgen _____	Bennett Trochlil _____

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PREVIEW OF AGENDA - Bennett Trochlil, Superintendent

IV. APPROVAL OF MINUTES

Appendix A

Recommendation: Move to approve the minutes of May 2, 10, 17 and 24, 1988.

*V. CONSENT AGENDA

All items listed with an asterisk () are considered to be routine by the School Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be considered in its normal sequence on the agenda.

Recommendation: Move to approve the items on the consent agenda.

*VI. CONSIDERATION OF CLAIMS

Appendix B

VII. COMMUNICATIONS

VIII. OPPORTUNITY FOR CITIZENS TO SPEAK

IX. "WE ARE PROUD"

1. IBM sponsored a 'Teacher of the Year' competition and selected 52 nominees from the states, Washington, D.C. and Puerto Rico. Each of the 52 nominees were awarded an IBM Personal System/2 Model 25 computer for their home and personal use.

Tom Schaffer, local area State Education Advisor, will be in attendance to make the award to Julie Hoffner as an IBM 'Teacher of the Year.'

2. Mary Ann Schmidt, South Campus, has been named teacher representative to the West Central ECSU Advisory Council for the school year 1988-89.
3. Grace Fridgen, Washington school, has been selected as a participant in the 1988 NEWEST (NASA Education Workshop for Elementary School Teachers) at the Lewis Research Center in Cleveland, Ohio, from July 7-15.
4. Fargo-Moorhead Area Foundation nominated Ann Tandy to receive the 1988 Amphion Chorus Award of \$97.00.
5. The following people were chosen for the high school band danceline: Jane Buschett, Mariya Erickson, Sarah Evans, Delana Jackson, Sara Mortenson, Gayle Page, Jenny Tuck, Kristi Varriano, Missy Westra, Wendy Wilkinson and Lisa Keisacker. Heidi Anderson was chosen as the captain of the Fall Flag Corps.
6. The girls golf team placed 2nd in Region 8AA and Julie Jamison qualified to play in the State tournament at Majestic Oaks golf course on June 8th and 9th.
7. The following students were medal winners in the orienteering event on May 6th and 7th: Stephanie Bengson - 1st, Todd Wiedemann - 2nd, Amy Kaldor - 3rd, and Scott Bednarz - 4th.

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

A. UNFINISHED BUSINESS

1. Consider Change of (Trochlil) Appendix C
Registration - Adding or
Dropping Courses - MTI (Code: IKFB)

Explanation: Appendix C-1 is the policy, Change of Registration - Adding or Dropping Courses - MTI that has been approved by the Policy Review Committee. The first reading was at the May 24 meeting.

Recommendation: Move to approve the Change of Registration - Adding or Dropping Courses - MTI Policy (Code: IKFB).

B. NEW BUSINESS

1. Review Request for Proposal (Buckner) Appendix D
(RFP) of Computer Software/
Hardware Specifications

Explanation: Janice Buckner, Technology Coordinator, will review a comprehensive request for proposals for specifications for a district wide computer system that will link together all of the district's administrative and instructional functions in an interactive network.

The proposal submission date and bid opening is scheduled for Thursday, June 23 at 2:00 p.m..

Recommendation: For information only.

2. Review Summer School (Jernberg) Appendix E
Update

Explanation: Howard Murray and Darrel Tomlinson will update the Board as to the 1988 summer school program.

Recommendation: For information only.

3. Consider Summer School (Jernberg) Appendix F
Staff Employment

Explanation: Appendix F-1 contains a listing of summer school staff, positions and salaries.

Recommendation: Move to approve the employment of summer school staff as presented.

4. Personnel (Bergen) Appendix G

New Employees

Sheila Hastings - LD teacher, Robert Asp School, BA+45 (1)
\$23,903.00, effective for the 1988-89 school year
Charlotte Magin - LD teacher, Robert Asp School, MA+15 (8)
\$27,701.00, effective for the 1988-89 school year
Kim Jenni - Elementary teacher, Robert Asp School, BA (1)
\$20,580.00, effective for the 1988-89 school year
Shari Krchnavy - Elementary teacher, Robert Asp School, BA
(1) \$20,580.00, effective for the 1988-89 school year
Kim Bolger - Elementary teacher, Robert Asp School, BA (1)
\$20,580.00, effective for the 1988-89 school year
Kay Schindler - LD teacher, Robert Asp School, MA+30 (7),
\$28,019.00, effective for the 1988-89 school year
Sheryl Entzion - Elementary teacher, Probstfield, BA (1)
\$20,580.00, effective for the 1988-89 school year

Personnel (continued)

Early Retirement

Earldamae Jones - Principal's secretary, Riverside, effective June 10, 1988

Resignation

Melisa Ericksmoen - Shop assistant - Moorhead Technical Institute, effective June 30, 1988

Rehire

Jeff Robinson - Senior High counselor, MA (8) \$26,596.00, effective for the 1988-89 school year

Bev Bladow - Senior High counselor, MA+45 (4.5) \$28,337.00, effective for the 1988-89 school year

Maternity Leave

Shirley Lontz, Adult Education bookkeeper, Moorhead Technical Institute, beginning September 1, 1988 for six months.

Recommendation: Move to approve the personnel changes as shown.

5. Salaries for Part-Time (Bergen)
Adult/Community Education
Personnel

Appendix H

Explanation: The District annually sets salaries for part-time adult/community education personnel. The following is presented for consideration based on comparable worth, review of other salaries in the district, and survey of other similar positions:

<u>Position</u>	<u>1987-88</u> <u>Current</u> <u>Hourly</u> <u>Rate</u>	<u>1988-89</u> <u>Proposed</u> <u>Hourly</u> <u>Rate</u>	<u>Percent</u> <u>Increase</u>	<u>1987-88</u> <u>C.W. Mdpt.</u>
Part Time Coordinators (C41)	\$11.90	\$12.38	4.0%	12.42
Part Time Coordinators (C42)	12.45	12.95	4.0%	13.06
Avocational Teachers	11.60	11.70	0.9%	
Vocational Teachers	15.35	16.00	4.2%	

Recommendation: Move to approve the salaries for part time Adult/Community Education personnel as presented.

6. Consider Roof Repair - (Lacher) Appendix I
Robert Asp School

Explanation: During the roof repair and asbestos removal work there was a rain storm that caused damage to the interior of the building. Additional work was required by the roofing contractor and the asbestos removal contractor. The total damage was over \$5,000.00. The district submitted a claim to the insurance company as was stated in our agreement with the contractors. Because of the nature of the damage and delays in completing the contract on schedule, it was felt the fairest settlement was to split the \$1,000.00 deductible between the two contractors. A & R Roofing also agreed to reimburse us for our labor costs to clean up the building (Appendix I-1).

Recommendation: Move to approve change order #1 for a deduct of \$576.15.

- *7. Consider Adult/Basic (Andersen) Appendix J
Education Program for 1988-89

Explanation: Community Education has submitted a proposal to fund the Adult Basic Education program for 1988-89. The proposal is for \$80,476.00 which would provide instruction to adults in the areas of basic skills, GED, and English as a Second Language.

Recommendation: Move to approve the proposal to fund the Adult Basic Education Program for 1988-89 in the amount of \$80,476.00.

- *8. Donation to Early (Swedberg) Appendix K
Childhood Health and
Developmental Screeing

Explanation: A donation has been received from the Sunrise Lions Club for \$100.00 for the purchase of safety scissors given to each child who participates in the screening and to help pay for the ECS announcements distributed in grocery stores and in utility bills.

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

- *9. Investments (Lacher) Appendix L

Explanation: Approval is requested for investments #430 through #440 for \$1,089,000.00 and trust transfers as shown in Appendix L-1.

Recommendation: Move to approve investments #430 through #440 and trust transfers as shown.

*10. Consider Block Grant

(Jernberg)

Appendix M

Explanation: Appendix M-1 contains the block grant application for 1988-89. The grant proposal includes district allocations which will be used for the Robert Asp School and non-public allocations which will be used for St. Francis and St. Joseph's Schools.

Recommendation: Move to approve the block grant application as presented.

XI. FOR YOUR INFORMATION

Appendix Z

1. Statistical Process Control Regional Site - Moorhead
Technical Institute has spent the last several months training to become a local resource in providing Statistical Process Control training to our business community. Statistical Process Control (SPC) is a customized training program offered to businesses to improve their quality and productivity. The State Board felt the need to identify regional sites to assist other tech schools in their implementation of SPC. Moorhead is one of five (5) sites chosen throughout the state. We will provide leadership to these technical institutes: Alexandria, Wadena, Staples, Detroit Lakes, East Grand Forks, Thief River Falls, and Bemidji. We have been allocated 50% of the salary of the instructor and up to \$4,000.00 to cover travel costs.
2. UNISYS Conference - Trochlil
3. 21st Grade Separation Project Update (left turn, easement, dike) - Lacher
4. Committee Structure - Trochlil (Appendix Z-4)

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Concordia Reading Conference	Sun. June 19 - Wed. June 23		Concordia
RFP Computer Software/Hardware Bid Opening	Thurs. June 23	2:00 p.m.	Board Room
MSBA School Election Seminar	Mon. July 11	1:00 - 4:00 p.m.	St. Paul Radisson

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

1. Committee Reports
 - °Joint Powers - Hastad
 - °
 - °
2. "What's Going On In The Moorhead/Fargo/West Fargo Area?"

XIII. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, June 28 - 7:30 p.m.

Special Meeting
Board of Education
Independent School District #152
May 2, 1988

Members Present: A. C. (Curt) Borgen, Allen Lund, Jeanne Seigel, Wayne Alexander and Bennett Trochlil.

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda.

BID AWARDS FOR SENIOR HIGH SCHOOL - Lacher reviewed the memo on the Senior High Asbestos Abatement Bid Award, a letter from Dore and Associates and the bid document.

He stated that each bidder had been thoroughly investigated and Dore and Associates had received excellent reports. They will hire 75 to 80 local people and have at least eight trained people from the company on the job.

They expect to have the first two floors completed by August 22 and the third floor by the end of August.

Lund moved, seconded by Borgen, to approve the low bid for asbestos abatement at Senior High, meeting specifications, to Dore and Associates for \$2,289,683.00, which includes an energy control system from Honeywell. Motion carried.

FOR YOUR INFORMATION

1. Senior High Roof Repair - Lacher stated that there are two areas that continue to leak, the six year warranty is now elapsed and he feels the repair must be done at this time to assure no damage to repaired areas done in conjunction with the asbestos work.

It is estimated to cost \$130,000.00 to \$150,000.00 to repair the roof and the cost will be covered in the 1989-90 Capital Outlay Program.

2. Adopt-A-School - Borgen suggested asking principals to assess the Adopt-A-School program and submit ideas for its continued implementation.

ADJOURNMENT - The Board adjourned the meeting.

Anton Hastad, Clerk

Regular Meeting
Board of Education
Independent School District #152
May 10, 1988

Members present: Douglas Fagerlie, Jeanne Seigel, Michael Hulett, A. C. (Curt) Borgen, Allen Lund, Anton Hastad, Wayne Alexander, Bennett Trochlil.

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, moving Vending Machines from New Business to Old Business and noted addendum items: Personnel, Placement of Tenured Teachers on Unrequested Leave of Absence, Lease Agreements, and For Your Information.

APPROVAL OF MINUTES - Hastad moved, seconded by Alexander, to approve the minutes of April 5, 12, 19, and 26, 1988. Motion carried.

CONSENT AGENDA - Hastad removed Claims from the consent agenda.

CONSIDERATION OF CLAIMS - Hastad moved, seconded by Fagerlie, to approve the claims, subject to audit, for 763,509.67. Motion carried.

GENERAL FUND	164,027.91
FOOD SERVICE	31,405.43
TRANSPORTATION FUND	109,325.00
COMMUNITY SERVICE	6,475.20
CAPITAL EXPENDITURE	98,918.76
CONSTRUCTION FUND	2,568.00
MAVTI-GENERAL FUND	118,371.66
MAVTI-COMM SERVICE	19,341.12
VO-TECH CAPITAL OUTLAY	58,541.85
REPAIR AND BETTERMENT	1,234.59
FED FINANCIAL AIDS	146,696.08
AVTI STUD SEN & MISC	2,038.41
TOWNSITE CENTRE	4,565.66
 TOTAL	 763,509.67

COMMUNICATIONS - Seigel read a letter IBM congratulating Julie Hoffner as the 1988 Minnesota state winner in the Teacher of the Year program sponsored by IBM.

MARV ROTH PRESENTATION - Marv Roth of Selection Research Institute discussed their research-based selection process.

Regular Meeting
Board of Education
Independent School District #152
May 10, 1988
Page Two

OPPORTUNITY FOR CITIZENS TO SPEAK - Wally Gwaltney, parent, spoke about the "All of Us and AIDS" film. He urged the School Board to remove the film from the health curriculum. Diane Tillman, Probstfield parent, recommended that the film stay in the curriculum.

VENDING MACHINES - Borgen moved, seconded by Hastad, to accept the bids as presented. Motion carried by roll call vote: Hastad - yes; Hulett - yes; Alexander - no; Seigel - yes; Borgen - yes; Lund - no; Fagerlie - yes.

MOORHEAD TECHNICAL DRAFTING BID AWARD - Lund moved, seconded by Borgen to approve that LAB Corporation be awarded the contract for the purchase of the CNC equipment in the amount of \$16,495.00. Motion carried.

PAPER BID AWARD - Hulett moved, seconded by Hastad, to approve the low bids meeting specifications as shown below, for a total of \$53,559.05:

Cole Paper	- \$48,905.99	Standard Stationery	- 84.24
Fargo, ND		Niles, IL	
Northern School	- 3,623.50	St. Paul Book	- 57.32
Fargo, ND		St. Paul, MN	
Dakotah Paper	- 462.20	Dick Blick	- 35.79
Fargo, ND		Galesburg, IL	
Midwest	- 258.05	School Stationers	- 32.40
Fargo, ND		Oshkosh, WI	
Educators Paper	99.56		
Niles, IL			

Motion carried.

DISCUSSION OF ARCHITECT - The Board discussed the selection of an architect for the Moorhead Technical Institute project. The Board directed the administration to conduct interviews of potential architects for projects and bring their recommendations back to the Board.

PERSONNEL - Borgen moved, seconded by Hulett, to approve the following personnel changes:

Resignation

Jennifer Watson - social studies teacher, Senior High, effective June 3, 1988

Ruth Kalpin - secretary, North Campus, effective May 6, 1988

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Independent School District #152
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PERSONNEL - (continued)

Early Retirement

Mary Johnson - 4th grade teacher, Probstfield, effective
August 25, 1988

New Employee

Fred Schmidt - Custodian, Tech, night person, A12, 6.64 an
hour, effective May 11, 1988

Change in Assignment

Sheila Robley - full time O.T. to half time for the 1988-89
school year

Motion carried.

STATE AND FEDERAL LAW PROHIBITING DISCRIMINATION POLICY - The Board discussed the State and Federal Law Prohibiting Discrimination Policy. It was agreed that the wording changes are a legal item as a result of the Civil Rights Audit. A final decision regarding the policy will be made at the May 17 meeting.

GRIEVANCE PROCEDURE FOR EQUAL OPPORTUNITY POLICY - The Board discussed the Grievance Procedure for Equal Opportunity Policy. It was agreed that the wording changes are a legal item as a result of the Civil Rights Audit. A final decision regarding the policy will be made at the May 17 meeting.

COMPREHENSIVE STAFF DEVELOPMENT PLAN - Jernberg presented the second draft of the Comprehensive Staff Development Plan. The Board will discuss School Board travel and related expenses at its May 17 meeting. The Comprehensive Staff Development Plan will be submitted to the Board for action at the May 24 meeting.

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>
Stan Olson	Curt Borgen	Allen Lund	Fagerlie, Hastad, Hulett, Alexander, Seigel, Borgen, Lund
Pam Midthune	Allen Lund	Doug Fagerlie	Hastad, Hulett, Alexander, Seigel, Borgen, Lund, Fagerlie
Bruce Leitch	Doug Fagerlie	Anton Hastad	Hulett, Alexander, Seigel, Borgen, Lund, Fagerlie, Hastad

LEASE AGREEMENTS - Lund moved, seconded by Fagerlie, to approve new leases with Lakeland Mental Health and the Head Start program. Motion carried.

Regular Meeting
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FOR YOUR INFORMATION

Moorhead Technical Institute will hold commencement exercises on May 25, 1988, at 7:30 p.m., at the Concordia Field House. Jeanne Seigel and Curt Borgen have volunteered to assist in the program by handing out diploma covers. Formal invitations to each Board member will come later.

MEETING TIME - Borgen moved, seconded by Alexander to start the meeting on Tuesday, May 17 at 8:00 p.m. Motion carried.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Boundary Configuration. Hulett and Lund stated that the Boundary Configuration Committee will present a recommendation to the Board at its May 24 meeting.

ADJOURNMENT - Alexander moved, seconded by Borgen to adjourn the meeting. Motion carried.

Anton Hastad, Clerk

Regular Meeting
Board of Education
Independent School District #152
May 17, 1988

Members Present: Douglas Fagerlie, Jeanne Seigel, Michael Hulett, A. C. (Curt) Borgen, Allen Lund, Anton Hastad, Wayne Alexander and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

PREVIEW - Trochlil previewed the agenda, adding ESV Region I Election and AIDS Video Presentation.

CONSENT AGENDA - The Board removed MTI Auto Department Bid and Rental - Riverside, from the consent agenda.

Borgen moved, seconded by Hulett, to approve Teacher Training and Retraining on the consent agenda. Motion carried.

STATE AND FEDERAL LAW PROHIBITING DISCRIMINATION POLICY - Borgen moved, seconded by Lund, to approve the State and Federal Law Prohibiting Discrimination Policy (Code: AC). Motion carried.

GRIEVANCE PROCEDURE FOR EQUAL OPPORTUNITY POLICY - Lund moved, seconded by Fagerlie, to approve the Grievance Procedure For Equal Opportunity Policy (Code: GBA). Motion carried.

SCHOOL BOARD TRAVEL/PROFESSIONAL DEVELOPMENT FOR 1988-89 - The Board discussed retreats in October and January, the National School Board Association Convention and perceivers.

SCHOOL NAME - NORTH CAMPUS - Students at North Campus submitted approximately 50 nominations from which a staff committee selected five names for consideration by the school board:

- °Christa McAuliffe School
- °Robert Asp School
- °John F. Kennedy School
- °Red River School
- °Roger Maris School

Borgen moved, seconded by Alexander, to change the name of Middle School North Campus to Robert Asp School. Motion carried.

PERSONNEL - Hulett moved, seconded by Borgen, to approve the following personnel changes:

Resignation

Diane Wray Williams - Coordinator for Youth Board, effective June 1, 1988

Deb LaQua - School Psychologist, currently on leave of absence, effective immediately

Motion carried.

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Page Two

GENERAL SUPPLIES - Alexander moved, seconded by Hulett, to approve low bids meeting specifications for General Supplies:

Northern School Supplies	- \$ 5,851.67
Fargo, ND	
Educators Paper & Supply	- 3,435.38
Niles, IL	
Midwest Business Products	- 3,122.02
Fargo, ND	
St. Paul Book & Stationery	- 2,776.86
St. Pau, MN	
Standard Stationery	- 1,958.98
Niles, IL	
Supreme School	- 1,709.60
Arcadia, WI	
Cole Paper	- 1,105.67
Fargo, ND	
CBI	- 516.00
Fargo, ND	
Dick Blick	- 387.17
Galesburg, IL	
Triarco Arts & Signs	- 182.29
Plymouth, MN	
Valley School Office	- 100.85
Appleton, WI	
Chaselle Inc.	- 54.79
Columbia, MD	
	<hr/>
	\$21,201.28

Motion carried.

RENTAL - RIVERSIDE - Don Iverson reviewed implications involved in moving a Moorhead Headstart classroom to Riverside Elementary.

Hulett moved, seconded by Fagelie, to approve the lease agreement for Headstart at Riverside for \$4,000.00 starting August 15, 1988 to May 15, 1989. Motion carried by majority vote: Hastad - no, Alexander - abstained, Hulett - yes, Seigel - yes, Borgen - yes, Lund - no, Fagerlie - yes.

MTI AUTO DEPARTMENT BID - Hulett moved, seconded by Borgen, to award the bid on automotive testing equipment to Bear Equipment as the low bidder, meeting specifications, for \$16,537.50.

A representative from Allen Test Products was present to question criteria used in making the decision and Paul Molick addressed the issue.

Alexander moved, seconded by Borgen, to table the motion. Motion carried.

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TEACHER TRAINING AND RETRAINING APPLICATION - As part of the consent agenda, the Board approved the application for funds for the purpose of training and retraining teachers in mathematics, science, foreign languages and computer learning and the Statement of Assurances.

ELECTION RESULTS - Alexander moved, seconded by Hulett, to accept the election results as follows:

Fagerlie, Doug	548
Lucier, Ken	392
Seigel, Jeanne	413
Cummings, Jim	4
Polansky, Paul	1
another alternative	1

Motion carried.

FOR YOUR INFORMATION

1. ESV - Region I Election - Hastad moved, seconded by Lund to nominate Dr. Alexander for the Region I Board of Directors. Motion carried.
2. AIDS VIDEO UPDATE - A committee has been formed to review the "All Of Us And AIDS" video. A report will be a part of the May 24 agenda if the committee has completed their deliberations.
3. Capital Outlay - Lacher briefly reviewed capital outlay changes in legislation. The issue will be addressed at the May 24 meeting.

ADJOURNMENT - The Board adjourned the meeting.

Anton Hastad, Clerk

Regular Meeting
Board of Education
Independent School District #152
May 24, 1988

Members Present: Douglas Fagerlie, Allen Lund, A.C. (Curt) Borgen, Jeanne Seigel, Wayne Alexander, Michael Hulett, Anton Hastad, and Bennett Trochlil

The meeting was called to order by Chairperson Seigel.

Chairperson Seigel led the Board, administration and audience in the Pledge of Allegiance.

PREVIEW - Trochlil previewed the agenda, adding We Are Proud, Lease Agreement and Donations to Summer Camp.

CONSENT AGENDA - Fagerlie asked to have Change Order for Remodeling North Campus removed from the consent agenda.

Borgen moved, seconded by Hulett, to approve the following items on the consent agenda: Donations to Early Childhood Health and Developmental Screening, Donation to Special Learning Disabilities Program, Donations to Summer Camp, Donations to School Patrol, Donation for Legionville, and Donations to Summer Camp.

COMPREHENSIVE STAFF DEVELOPMENT PLAN - Hastad moved, seconded by Lund, to approve the Comprehensive Staff Development Plan that has been reviewed by the Staff Development Committee and the PER Committee. Motion carried.

RESOLUTION - RECOGNITION OF RETIRING STAFF - The Board expressed their gratitude to the retirees who represent 250 years of service with the district.

Seigel moved, seconded by Borgen to adopt the Resolution Recognizing School District Staff Upon Retiring. Motion carried.
Retirees are:

Jean Anderson	- 1959-1988	Lois Seifert	- 1963-1988
Nancy Barlow	- 1972-1988	Bernice Stensgaard	- 1965-1988
Lorraine Bundy	- 1968-1988	Mary Lucille Gade	- 1969-1988
Harlan Hatfield	- 1976-1987	Thelma Kotte	- 1967-1988
Vern Herman	- 1970-1987	Robert Haugstad	- 1970-1988
Mary Johnson	- 1963-1988	Merle Taylor	- 1972-1988
Claudine Schneider	- 1974-1988		

PERSONNEL - Hulett moved, seconded by Borgen, to approve the following personnel change:

Resignation

Mary Case - Adult Education secretary, effective May 27, 1988
Motion carried.

Regular Meeting
Board of Education
Independent School District #152
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RECONSIDERATION OF INSTRUCTIONAL MATERIALS - After receiving five requests to remove the video "All of Us and AIDS" from the sophomore health curriculum, the district formed a School Media Advisory Committee to study the issue.

The School Media Advisory Committee on a 7-1 vote recommended that the video "All of Us and AIDS" remain in the 10th grade health curriculum.

Concerned parents, students, members of the Fargo-Moorhead Evangelical Ministerial Association and others were present to voice their feelings on the issue.

Fagerlie moved, seconded by Lund, to accept the report of the School Media Advisory Committee and continue to search for new materials. Motion carried.

A.A.S. COMMUNICATIONS TECHNICIAN - Hulett moved, seconded by Borgen, to approve the \$4,000.00 for research and development of the Communications Technician Program at the Moorhead Technical Institute. Motion carried.

MATH CURRICULUM - Nancy Pearson and Ken Welken, members of the Math Curriculum Committee, were present to review the process of curriculum adoption with the Board and presented the basic mathematics curriculum to be implemented in September, 1988.

Alexander moved, seconded by Hastad, to approve the mathematics curriculum adoption as presented. Motion carried.

Borgen, speaking for the Board, thanked them for their work in designing this curriculum.

BOUNDARY CONFIGURATION COMMITTEE REPORT - Fred Wright, chairperson of the Boundary Configuration Committee, and Dick Jones, South Campus principal, made a report to the Board regarding preliminary recommendations to meet the projected increases in 7th and 8th grade enrollment.

Willis Stelter, Foss Associates, was present to review preliminary plans for possible remodeling of South Campus to accommodate the projected increases in enrollment.

Hulett moved, seconded by Lund, to accept the Boundary Configuration Report as presented. Motion carried.

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Board of Education
Independent School District #152
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CHANGE ORDER FOR REMODELING NORTH CAMPUS - Hastad moved, seconded by Alexander, to approve the change order for remodeling North Campus for \$4,020.00.

Fagerlie requested an itemized list and reasons for the change order.

Alexander moved, seconded by Hulett, to table the motion for approving the change order for remodeling North Campus for \$4,020.00. Motion carried by roll call vote: Hastad - no, Hulett - yes, Alexander - yes, Seigel - yes, Borgen - no, Lund - yes, Fagerlie - yes.

ROOF REPAIR MATERIALS BID - SENIOR HIGH AND MTI - Alexander moved, seconded by Hastad, to award the roof repair materials bid to W. P. Hickman for Senior High - \$51,495.00 and Moorhead Technical Institute - \$25,400.00. Motion carried.

ROOF REPAIR LABOR BID - SENIOR HIGH - Lund moved, seconded by Borgen, to award low bid meeting specifications for roof repair labor at Senior High to A & R Roofing for \$104,000.00. Motion carried.

CAPITAL OUTLAY 1987-88 BUDGET - Fagerlie moved, seconded by Lund, to approve \$1,788.00 carry-over of Washington Elementary's 1986-87 capital outlay equipment budget to 1987-88. Motion carried.

CHANGE OF REGISTRATION - ADDING OR DROPPING COURSES - MTI (Code: IKFB) - Borgen moved, seconded by Alexander to approve the Change of Registration - Adding or Dropping Courses - MTI Policy.

Borgen moved, seconded by Alexander, to withdraw the motion. It will be brought to the Board for approval at the June 14 meeting.

DONATIONS TO EARLY CHILDHOOD HEALTH AND DEVELOPMENTAL SCREENING - As part of the consent agenda, the Board approved the following donations for the purchase of safety scissors which are given to each child who participates in the screening, to help pay for the ECS announcements distributed in grocery stores/utility bills and directed letters of thanks be sent: Midday Lions Club (\$100.00), the Moorhead Kiwanis Club (\$50.00), and the Moorhead Lioness Club (\$50.00).

DONATION TO SPECIAL LEARNING DISABILITIES PROGRAM - As part of the consent agenda, the Board approved the donation of \$2,156.00 from the Nevin N. Husted Foundation to enable a team of secondary learning disabilities teachers to attend a training program at the University of Kansas in the Strategies Intervention Model and directed a letter of thanks be sent.

Regular Meeting
Board of Education
Independent School District #152
May 24, 1988
Page Four

DONATIONS TO SUMMER CAMP - As part of the consent agenda, the Board approved the donations from the Moorhead Evening Lions Club (\$50.00) and the Altrusa Club of Moorhead (\$200.00) to be used toward tuition payments for students attending summer camp for the handicapped at Camp Buckskin and the Elks Camp Grassick.

DONATIONS TO SCHOOL PATROL - As part of the consent agenda, the Board approved the following gifts for School Patrol members to attend a Minnesota Twins game: Catholic Daughters - \$100.00, North Campus PAC - \$100.00, Knights of Columbus - \$300.00, and Vikingland Kiwanis - \$100.00 and directed letters of thanks be sent.

DONATION - As part of the consent agenda, the Board approved a donation of \$100.00 from the Clay Safety Council for School Patrol members to attend Legionville and directed a letter of thanks be sent.

DONATION TO SUMMER CAMP - As part of the consent agenda, the Board approved the donation of \$35.00 from the Kiwanis Club of Moorhead to be used toward tuition payments for students who will be attending summer camp for the handicapped at Camp Buckskin and the Elks Camp Grassick and directed letters of thanks be sent.

LEASE AGREEMENT- Borgen moved, seconded by Alexander, to award a three year lease with Foss Associates beginning March 1, 1988, for 2215.5 square feet of office space and 936 square feet of storage space on the second floor of Townsite Centre, east side. The cost per square foot will be as follows:

1988 - \$8.50/s.f. for office space
- 3.25/s.f. for storage space

1989 - \$9.00/s.f. for office space
- 3.25/s.f. for storage space

1990 - \$9.00/s.f. for office space
3.25/s.f. for storage space

Beginning March 1, 1988, through February 1, 1990 (24 months) monthly rent for the office space will be reduced by \$741.28 as a leasehold improvement reimbursement. Motion carried.

FOR YOUR INFORMATION

1. In January of 1985, professionals in the field of gifted education from northern Minnesota and eastern North Dakota joined together to form the Valley Teachers of the Gifted and Talented (VT/GT). The group provides a network system that draws approximately 50 teachers of the gifted from 26 school districts within a 100 mile radius of Fargo-Moorhead.

Regular Meeting
Board of Education
Independent School District #152
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Page Five

FOR YOUR INFORMATION (continued)

Recently, the VT/GT received the first Lorraine Hertz grant. With this grant money VTGT is planning its first area conference: "Expanding Visions: What It Can Do For You." The scholarship/grant monies will be used during this conference to focus on the needs of students with outstanding abilities and unique talents. The conference will promote awareness and articulate those needs among teachers, administrators, school board members and college/university communities. This conference will also facilitate networking between teachers, coordinators, and supporters of gifted/talented education who are isolated, not only within their school district, but also geographically.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD OF EDUCATION

1. Committee Reports

- °Policy Review - Trochlil asked the Board to keep in mind any new policy they may wish to adopt next year and suggested they check their books for completeness (all current policies are indexed).
- °PER - Alexander stated the math curriculum and AIDS video were discussed.
- °Rural District Forum - Seigel requested that Board members let Trochlil know if they are interested in attending.
- °Football Field - Discussion was held on the condition of the football field.
- °VAL-ED - Trochlil informed the Board of a meeting regarding VAL-ED applying for a Star School Federal Grant to incorporate technology between state lines.

ADJOURNMENT - The meeting was adjourned.

Anton Hastad, Clerk

POLICY OF THE MOORHEAD, MN BOARD OF EDUCATION	DISTRICT CODE: IKFB DATE ADOPTED: 6-14-88
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CHANGE OF REGISTRATION - ADDING OR DROPPING COURSES
MOORHEAD TECHNICAL INSTITUTE

A student may add a class only within the following time limits:

- ° through the first ten days of the quarter
- ° through the first five days of a summer session

Similarly, an initial registration must be made within the first ten days of a quarter or five days of a summer session.

A student may officially withdraw from a class only within the following time limits:

- ° at least ten class days before the official closing of the quarter
- ° at least five class days before the official closing date of a summer session

Each change of registration requires the following procedures:

1. Complete a change of registration form available from the Registrar's Office.
2. Secure the instructor's signature for each class dropped or added.
3. Secure the faculty advisor's signature.
4. Submit completed form to the Registrar's Office.

The date of a registration change will be the day when the final step of the process above is completed. If a change of registration results in an increase in a number of credits, the corresponding additional tuition must be paid before the change will be processed. If a change made after the 15th school day of a quarter results in a decrease of credits, no refund will be made.

No entry will be made in the student's record if a class is dropped within the first fifteen class days of a quarter. A class dropped after the first fifteen days will appear on the student's record as a withdrawal ("W").

A student does not withdraw simply by nonattendance. When students do not withdraw officially, they will receive the grade of "F" in each course for which they are registered.

SUMMER SCHOOL-1988 - STAFF
Report: WAGES

Appendix F-1

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6-8-88

NAME	JOB	CLASS	HOURS	HOURL	JUNE SALA	JULY SAL	TOTAL SAL
CARLSON. LEE	* AIDE	MULTI-	112.5	6.05	408.45	272.30	680.75
ACHTTIEN. CHARLOTTE	ELE TE K		100		1263.00	842.00	2105.00
ALLEN. CANDACE	* ELE	SP	100		1263.00	842.00	2105.00
ANDERSON. HOWARD	SEC TE	SCIENC	24/WK		1907.00	1122.00	3029.00
ANDERSON. JULIE	ELE TE 2		36			757.80	757.80
ANDERSON. ROM	ELE TE 2		100		1263.00	842.00	2105.00
BANDY. JERRY	SEC TE	DRV TR	35		736.75		736.75
BENSON. JEANNE	SEC TE	ORCH	120		1590.45	934.55	2525.00
BOTNER. SU	ELE TE K		100		1263.00	842.00	2105.00
BREVIK. JANE	* AIDE	SEC-E/	135	6.70	569.50	335.00	904.50
BURNS. SUZIE	* AIDE	SLD	100	6.05	363.00	242.00	605.00
CERAR. TOM	ELE TE 5		100		1263.00	842.00	2105.00
COLEMAN. JANET	* DIST	HEARIN	50		631.50	421.00	1052.50
DANIELSON. RENE	* ELE	EARLY	100		1263.00	842.00	2105.00
DIEMERT. PAULA	ELE TE 1		100		1263.00	842.00	2105.00
DOTSON. DOYLE	SEC TE	SCIENC	24/WK		1907.00	1122.00	3029.00
ELLINGSBERG. ALICE	* AIDE	SEC-TM	135	7.66	651.10	383.00	1034.10
ENDERLE. JON	* SEC	EMH	120		1590.45	934.55	2525.00
EVAN. GENEVA	* AIDE	TMH-P	112.5	6.05	408.45	272.30	680.75
FISCHER. MAUREEN	* AIDE	EARLY	112.5	7.51	507.00	338.00	845.00
FOGELSON. LEANN	* DIST	PT	120		1590.45	934.55	2525.00
FREEMAN. DEB	* ELE	EMH	100		1263.00	842.00	2105.00
FRIDGEN. GRACE	ELE TE 2		60		1263.00		1263.00
FRIDGEN. MARTY	* ELE	SP	100		1263.00	842.00	2105.00
FRIEND. HELEN	* ELE	SP	100		1263.00	842.00	2105.00
GILES. SUE	ELE TE 3		100		1263.00	842.00	2105.00
GLASSER. TANYA	* AIDE	MULTI-	112.5	6.85	462.45	308.30	770.75
GRINDE. JEANNETTE	* AIDE	EARLY	112.5	6.85	462.45	308.30	770.75
GROSSMAN. SHARON	* ELE	LD	100		1263.00	842.00	2105.00

NAME	JOB	CLASS	HOURS	HOURL	JUNE SALA	JULY SAL	TOTAL SAL
HAABST, HAZEL	* AIDE	TMH-I	112.5	7.81	527.25	351.50	878.75
HAMILTON, SUE	* AIDE	OT	100	8.07	484.20	322.80	807.00
HANSON, MAGGIE	* ELE	SP/EAR	100		1263.00	842.00	2105.00
HAROLDSON, JEANETTE	* AIDE	SEC-TM	112.5	7.56	510.30	340.20	850.50
HEGNA, TRACY	* AIDE	SELF-C	100	6.05	363.00	242.00	605.00
HEIFERT, JIM	SEC TE	SOCIAL	24/WK		1907.00	1122.00	3029.00
HELLEM, BOB	SEC TE	SOCIAL	24/WK		1907.00	1122.00	3029.00
HOLM, MICK	SEC TE	SCIENC	24/WK		1907.00	1122.00	3029.00
HOLM, WANDA	AIDE	LIBRAR	100	8.29	497.40	331.60	829.00
HULLET, SHARON	* SEC	SLD	120		1590.45	934.55	2525.00
HUNT, CAROL	ELE TE	2	100		1263.00	842.00	2105.00
HUREY, SHARON	* ELE	EMH	100		1263.00	842.00	2105.00
HURLEY, JIM	* DIST	AD PE	81		1073.55	631.50	1705.05
INGERSOLL, JEAN	ELE TE	LIBRAR	100		1263.00	842.00	2105.00
INGERSOLL, WAYNE	SEC TE	ENGLIS	24/WK		1907.00	1122.00	3029.00
JACKSON, KRISTY	* AIDE	MULTI-	112.5	8.22	554.85	369.90	924.75
JOHNSON, DALE	* SEC	TMH	120		1590.45	934.55	2525.00
JOHNSON, DENISE	SEC TE	BAND	120		1590.45	934.66	2525.00
KEENAN, CHERYL	ELE TE	4	100		1263.00	842.00	2105.00
KOSEN, WALDO	SEC TE	ENGLIS	24/WK		1907.00	1122.00	3029.00
LARSON, BARB	* AIDE	EMH	112.5	7.15	482.70	321.80	804.50
LEITHEISER, CHARLES	ELE TE	6	100		1263.00	842.00	2105.00
MARSTEN, TIM	ELE TE	4	100		1263.00	842.00	2105.00
MUELLER, ARLIN	SEC TE	DRV TR	70		1473.50		1473.50
MURRAY, CHAD	AIDE		38	6.05	115.00	114.90	229.90
MURRAY, HOWARD	ADMINI				1320.00	880.00	2200.00
MURRAY, LAURA	* AIDE	E/BD	112.5	6.05	408.45	272.30	680.75
NELSON, CAROLE	SEC TE	ORCH	60		795.20	467.30	1292.50
NELSON, SHARON	ELE TE	1	100		1263.00	842.00	2105.00

NAME	JOB	CLASS	HOURS	HOURL	JUNE SALA	JULY SAL	TOTAL SAL
NERLAND. EMIL	* ELE	E/BD	100		1263.00	842.00	2105.00
NICE. ROBIN	* AIDE	SEC-TM	81	6.70	341.70	201.00	542.70
NOESON. LAURA	* SEC	LD	120		1590.45	934.55	2525.00
NOETZELMAN. JEAN	ELE TE	ESL	100		1263.00	842.00	2105.00
OLSON. MARLENE	* ELE	SEC-TM	100		1263.00	842.00	2105.00
PETERSON. BETTY	* SEC	E/BD	120		1590.45	934.55	2525.00
PETERSON. HOLLY	AIDE	MATH	15	13.50	202.50		202.50
RICHARDS. CANDACE	* AIDE	OT	100	9.27	556.20	370.80	927.00
RUNDQUIST. JON	AIDE	PE	69	6.05	272.25	145.20	417.45
SALTER. DOROTHY	SEC TE	SOCIAL	12/WK		953.50	561.00	1514.50
SCHLOSSMAN. JEAN	* ELE	OT	100		1263.00	842.00	2105.00
SCHMIDT. BILL	ELE TE	3	100		1263.00	842.00	2105.00
SHERCLIFFE. TERRY	ELE TE	PE	75		947.25	631.50	1578.75
SHERCLIFFE. WILLIE	* SEC	LD	120		1590.45	934.55	2525.00
SMITH. LINDA	* SEC	MULTI-	100		1263.00	842.00	2105.00
SOHLER. LEISA	* ELE	SLD	100		1263.00	842.00	2105.00
SOMMERFELD. HARLEY	SEC TE	BAND	120		1590.45	934.55	2525.00
SONMOR. MICHELLE	SEC TE	BAND	120		1590.45	934.55	2525.00
STEUCK. VICKI	* ELE	EARLY	100		1263.00	842.00	2105.00
SUFFICOOL. KIM	* ELE	SLD	100		1263.00	842.00	2105.00
SULLIVAN. PAT	* ELE	SP	100		1263.00	842.00	2105.00
SWANG. JENNIFER	* AIDE	SEC-TM	68	6.05	259.00	152.40	411.40
SWEDBERG. KIM	* AIDE	MIGRAN	176	6.70	616.40	562.80	1179.20
SWENSON. ANN	ELE TE	1	100		1263.00	842.00	2105.00
TOMLINSON. DARREL	SEC/AD	MATH			2285.00	1344.00	3629.00
TOPP. MARIE	* DIST	VIS					
TRAUTMAN. TOM	SEC TE	MATH	24/WK		1907.00	1122.00	3029.00
TWEETON. SHIRLEY	SEC TE	ESL	120		1590.45	934.55	2525.00
VORACHEK. VICTORIA	* ELE	TMH-I	100		1263.00	842.00	2105.00

NAME	JOB	CLASS	HOURS	HOURL	JUNE SALA	JULY SAL	TOTAL SAL
WALLACE. JUDY	*E.E	TMH-P	100		1263.00	842.00	2105.00
WELKEN. KEN	SEC TE	MATH	24/WK		1907.00	1122.00	3029.00
WOODS. LORI	ELE TE 1		100		1263.00	842.00	2104.15
					100693.25*	62193.21*	162915.50*

CHANGE ORDER

PROJECT: Moorhead Schools Reroofing Phase II
Independent School District No. 152
Moorhead Mn. 56560

CHANGE ORDER NO: 1

PROJECT NO. 8607.03

TO: A&R Roofing Co.
5001 7th Ave. NW
Fargo, N.D. 58102

CONTRACT FOR: AllWork @North Middle
School

CONTRACT DATE: 3-2-87

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

1. Contractor's Payment om 50% of deductible on
Insurance claim . (Water Damage at Boiler Room
During the Reroofing Operations)deduct \$500.00
2. Work of Schools Employees for clean-up of water leak.....deduct 76.15

Total Change Order.....deduct \$576.15

CONTRACT SUMMARY:

Original Contract Sum.....	\$ 102,000.00
Net change by previous Change Orders.....	\$ -0-
Contract Sum prior to this Change Order was.....	\$ 102,000.00
Contract Sum will be (increase) (decreased) by this Change Order.....	\$ 576.15
New Contract Sum including this Change Order will be.....	\$ 101,623.85
Contract Time will be (increased) (decreased) by.....	-0- Days

FOSS ASSOCIATES

Architecture Engineering
& Interiors
Moorhead, Minnesota

Contractor
A&R Roofing

Owner
I.S.D. NO. 152

By *Richard D. Hunt*
Title P.M.
Date 5/23/88

By *Edmer Marquardt*
Title SEC./TREAS.
Date 5/23/88

By _____
Title _____
Date _____



FOSS ASSOCIATES
Architecture Engineering & Interiors

Box 306, Moorhead, Minnesota 56560
218-236-1202

MOORHEAD PUBLIC SCHOOLS


INVESTMENT RECORD

FROM APRIL 7, 1988 TO JUNE 8, 1988

INVEST NO.	DATE	AMOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST (NET)	BANK OR S&L	BROKER
430	04-15-88	99000	10-14-88	7.85	3832	FARMERS SAVINGS	direct
431	04-21-88	99000	12-22-88	7.75	5150	BANC HOME SAVINGS	PEAK FINANCIAL
432	04-21-88	99000	12-22-88	8.00 *	5222	FIRST SECURITY SAVINGS BANK	PEAK FINANCIAL
433	04-21-88	99000	01-11-89	7.80	5606	SPINDLETOP S & L	PEAK FINANCIAL
434	04-21-88	99000	01-11-89	7.75	5570	CONTINENTAL S & L	HIGH YIELD
435	04-22-88	99000	09-30-88	7.75	3384	CREDIT BANC SAVINGS	HIGH YIELD
436	04-22-88	99000	09-30-88	7.50	3275	RELIANCE SAVINGS ASSOCIATION	HIGH YIELD
437	05-25-88	99000	12-23-88	8.80 *	4916	UNIVERSAL S & L	HIGH YIELD
438	05-27-88	99000	12-23-88	8.25	4699	AMERICAN DIVERSIFIED	HIGH YIELD
439	05-27-88	99000	09-30-88	8.00 *	2648	FIRST FEDERAL S & L OF ANNAP	HIGH YIELD
440	05-27-88	99000	09-30-88	7.875	2691	TESORO S & L	direct
* FEE OF .25% PAID				TOTAL	46993		

TRANSFERS TO/FROM TRUST ACCOUNT
From April 7, 1988 to June 8, 1988

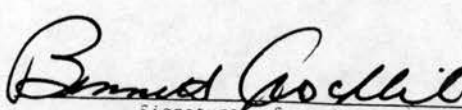
DATE	Transfers from checking TO TRUST	Transfers FROM TRUST to checking
04-14-88	\$	\$ 300,000
04-18-88		200,000
04-29-88		350,000
05-02-88		250,000
05-20-88	500,000	

 Minnesota Department of Education	ECIA - Chapter 2 977 Capitol Square - 550 Cedar St. Paul, MN 55101	BLOCK GRANT APPLICATION FOR F.Y. 1989 -	A-1 ED-01654-07

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 one copy to the above address. Retain a copy for your district files. It is strongly recommended that applications be submitted no later than December 31 for the current fiscal year funding. Applications will not be accepted after June 30 for the fiscal year against which the application is submitted.

PART I - IDENTIFICATION INFORMATION			
District Name Moorhead Independent School District		District Number 152	
Address 810 4th Avenue South		City Moorhead	Zip Code 56560
Person Responsible for Administration of Program		Position / Title	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			650			44	
NONPUBLIC		47	312			25	
TOTALS		47	962			69	

APPLICANT STATEMENT OF ASSURANCES	
THE APPLICANT ASSURES AND CERTIFIES THAT:	
<ol style="list-style-type: none"> The School Board, at a meeting held on <u>June 14</u>, 198<u>8</u>, 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 responsible authority in State and federally funded programs, and has approved the content of this application. 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. Amendments to the three-year application which may become necessary to reflect any changes that are to be in effect shall be submitted annually. 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. Compliance with all provisions of this chapter shall include the participation of students enrolled in private, non-profit schools. Records of program allocations and expenditures in Subchapters A, B, and C shall be maintained and made available to the Minnesota Department of Education (MDE) so as to enable the MDE responsibilities for fiscal audit to be met. Records of needs assessment, program goals, program objectives, program activities, and program evaluation shall be maintained and made available to the Minnesota Department of Education so as to enable MDE responsibilities for program evaluation to be met. Funds available under this chapter will supplement and not supplant funds currently accruing from non-federal sources. 	
Bennett Trochlil Name of Superintendent (Print or Type)	 Signature - Superintendent
	<u>6-10-88</u> Date

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.

Date(s) of meeting(s):

October 12, 1987; October 22, 1987; October 27, 1987; October 29, 1987;
April 21, 1988

Composition of the group(s) which discussed the use of Block Grant funds:

Parents, Other Community Members, Teachers, Administrators, Board Members

Planning:

In October, 1987, a series of meetings were held to discuss how to address media center needs at Robert Asp School. District librarians, audio-visual coordinators, teachers, and administrators met and considered various options, one of which was to allow Asp School staff the right to apply for the total 1988-89 Block Grant funds. This option was endorsed by district personnel on October 12, 1987.

The district PER committee also discussed the needs at Asp School and voted unanimously on October 22, 1987, to recommend that Asp School be the sole applicant for the Block Grant funds. The school will also receive the usual district per pupil allocation for library books and will also receive the per pupil district allocation for instructional supplies and for capital outlay items. The Block Grant funds will therefore supplement and not supplant funds ordinarily received.

On October 27, 1987, the School Board approved the utilization of the 1988-89 Block Grant allocation at Asp School.

On October 29, 1987, teachers, librarians, audio-visual coordinators, met to discuss further the use of Block Grant funds at Asp School. Teachers were asked to submit requests which would support curriculum areas.

On April 21, 1988, the principal of Asp School met once more with the PER committee to update the members on the grant process and guidelines agreed upon by the district personnel for the use of the Block Grant funds.

The implementation of the program will be the responsibility of the Asp School media director, the principal and other staff.

The Asp School technology committee will help determine the best use of the computers and other equipment acquired. PER committee members and the Board of Education will be updated on the status of the program being implemented with Block Grant funds. The district media director and the assistant superintendent for curriculum will also monitor the use of the equipment and materials to insure that they are being used for their intended purpose.

PART III - CHAPTER 2 PROGRAM INFORMATION

A-3

For each proposed Chapter 2 project objective, provide the information requested below and on the back of this sheet. Check the appropriate box to indicate whether the objective is for a public or nonpublic school or both. List all buildings where activities will take place. Complete a separate sheet for each program objective.

District Name Moorhead Public Schools	District Number 152	OBJECTIVE <u>1</u> OF <u>5</u> OBJECTIVES
This Objective Applies To: <input checked="" type="checkbox"/> Public School(s) Only <input type="checkbox"/> Nonpublic School(s) <input type="checkbox"/> Both Public and Nonpublic Schools		

Statement of Need:

Robert Asp School was opened in September, 1985, to 290 sixth graders. The media center was supplied with books, other printed materials, visual aids, audio-visual equipment, computers, and software from the four K-5 schools in the district. The K-5 schools were not able to share their best resources and still maintain high quality programs for their own students. As a result, even with additional district funding, Asp School was not adequately supplied to meet the students' needs.

The enrollment at Asp School increased to 350 sixth graders in 1987-88. Enrollment will increase to 650 fifth and sixth graders in 1988-89. Again, other district schools will be able to contribute a limited amount of their resources to Asp School. There is a need, therefore, for additional media resources, print, non-print, and equipment in the media center.

Statement of Objective:

To provide the Asp School students with more adequate resources for their education in the form of books, other print and non-print materials, visual aides, software, computers, and audio-visual equipment.

ACTIVITY SITE(S) IDENTIFICATION

Name of School / Building Robert Asp School	Name of School / Building
Address 910 North 11th Street	Address
Name of School / Building	Name of School / Building
Address	Address
Name of School / Building	Name of School / Building
Address	Address

PROJECT OBJECTIVE - PROPOSED EXPENDITURES

A-4

In the table below, itemize the proposed expenditures by Program Dimension, Object Series and Item. Provide only the Total Cost for expenditures that relate to intangible items such as salaries, insurance or the rental of facilities. For salaries, list the position or person to be funded (show fringe benefits as separate items immediately beneath the salary line item). Provide the Per Unit Cost and the Number of Units for equipment and/or materials to be purchased. For equipment/materials, use a specific format such as books, media kits, records, audio tapes, record players, audio tape recorders, video tape recorders, 16 mm projectors, etc. DO NOT use general terms such as AV materials, hardware, school library resource materials, reference materials, science equipment, print, nonprint, OR ETC.

PROGRAM DIMENSION (from Part IV, Page A-5)	UFARS OBJECT SERIES CODE (from Part IV, Page A-6)	EXPENDITURE ITEM	APPROXIMATE COST		
			PER UNIT	NO OF UNITS	TOTAL COST
620	400	Books	\$ 10.	1413	\$ 14134.
		Maps	168.	4	672.
		Printer Ribbons Bk & Wh	2.95	30	88.50
		Color	7.75	12	93.
		Video Cassettes	30.	8	240.
		Computer Software	40-195.		800.
840	500	Video Disk Player	1000.	1	1000.
		Apple II GS - Teacher Desktop Solution (A2P6019) Bundle	1619.	10	16190.
		TOTAL →			\$ 33218.

In the space below, state the method(s) to be used in the evaluation of the objective.

(attach additional sheets as necessary)

Circulation in the media center will increase. More and varied computer programs will be used by teachers and students. Students' skills in word processing will improve and result in an increase in creative writing. Use of a video disk player will increase.

PART III - CHAPTER 2 PROGRAM INFORMATION

For each proposed Chapter 2 project objective, provide the information requested below and on the back of this sheet. Check the appropriate box to indicate whether the objective is for a public or nonpublic school or both. List all buildings where activities will take place. Complete a separate sheet for each program objective.

District Name

Moorhead Public Schools

District Number

152

OBJECTIVE 2 OF 5 OBJECTIVESThis Objective Applies To: ☒ Public School(s) Only☐ Nonpublic School(s)☐ Both Public and Nonpublic Schools

Statement of Need:

When Teachers, Counselor, and principal at Robert Asp School submitted requests on October 29, 1987, which would support curriculum areas, the need for a better management system of information about students became apparent. Asp School staff is committed to modifying and differentiating curriculum to meet students' needs. Record keeping of efforts at individualizing, however, (such as Assurance of Mastery program) require careful monitoring and documenting of students' progress.

Statement of Objective:

The objective is to purchase 1 IBM PS-30 for use in developing a system for management of information about students' progress.

ACTIVITY SITE(S) IDENTIFICATION

Name of School / Building	Name of School / Building
Robert Asp School	
Address	Address
910 North 11th Street	
Name of School / Building	Name of School / Building
Address	Address
Name of School / Building	Name of School / Building
Address	Address

PROJECT OBJECTIVE - PROPOSED EXPENDITURES

A-1

In the table below, itemize the proposed expenditures by Program Dimension, Object Series and Item. Provide only the Total Cost for expenditures that relate to intangible items such as salaries, insurance or the rental of facilities. For salaries, list the position or person to be funded (show fringe benefits as separate items immediately beneath the salary line item). Provide the Per Unit Cost and the Number of Units for equipment and/or materials to be purchased. For equipment/materials, use a specific format such as books, media kits, records, audio tapes, record players, audio tape recorders, video tape recorders, 16 mm projectors, etc. DO NOT use general terms such as AV materials, hardware, school library resource materials, reference materials, science equipment, print, nonprint, OR ETC.

PROGRAM DIMENSION (from Part IV, Page A-5)	UFARS OBJECT SERIES CODE (from Part IV, Page A-6)	EXPENDITURE ITEM	APPROXIMATE COST		
			PER UNIT	NO OF UNITS	TOTAL COST
690	500	1 IBM Computer	\$		\$
		(PS model 30-021)			
		8530-021	1377	1	1377.
		8513001 Color display/stand	411	1	411.
		D.O.S. 3.3	84	1	84.
TOTAL →					\$ 1872.

In the space below, state the method(s) to be used in the evaluation of the objective.

(attach additional sheets as necessary)

Counselor, principal, and office staff will be able to monitor students' progress in the acquisition of basic skills. Management of students' progress in the Assurance of Mastery program would become more efficient. Within 3 years, the staff would be able to generate comprehensive, accurate, and up-to-date pupil reports.

PART IV (Continued) - BLOCK GRANT PROJECT BUDGET

A-6

District Name Moorhead, Minnesota, School District		District Number 152	Budget Period F.Y. 1988 - 1989
Project Title			UFARS Finance Code = <u>415</u>
OBJECT SERIES	EXPENDITURE DESCRIPTION	PROJECTED BUDGET	
1 0 0	SALARIES AND WAGES (Permanent Employees of District - Include Substitute Teachers)	\$	
2 0 0	EMPLOYEE BENEFITS (Permanent Employees of District)		
3 6 6 and/or 3 6 7	TRAVEL (Permanent Employees of District)		
3 0 0	ALL OTHER PURCHASED SERVICES *		
4 0 0	SUPPLIES AND MATERIALS	16028.	
5 0 0	CAPITAL EXPENDITURES **	21830.	
8 0 0	OTHER EXPENSE (Includes ECSU and other Regional Memberships)		
TOTAL DIRECT COSTS		\$	
PUBLIC & NONPUBLIC INDIRECT COSTS (CANNOT be charged against Capital Expenditures)		\$ 49.	
PROJECT GRAND TOTAL		\$ 37907.	

* Include Rental / Leasing of Facilities

** Include Equipment Purchases

PART IV - BUDGET SUMMARY BY UFARS PROGRAM DIMENSION

A-5

NOTE: The Program Dimensions identifying the Proposed Expenditures (i.e., 220, 256, 620, 840, etc.) should be used to identify each individual expenditure item in the "Program Dimension" column on page A-4 of this application. All items must be entered on the accounting system by Program Dimension and Object Series.

SUBCHAPTER A BASIC SKILLS DEVELOPMENT	UFARS PROGRAM DIMENSION	PROPOSED EXPENDITURES	PUBLIC	NONPUBLIC	TOTALS BY SUBCHAPTER
	220	Reading	\$	\$	
	256	Mathematics			
	220	Written and Oral Communications			
	TOTALS - SUBCHAPTER A				\$
SUBCHAPTER B EDUCATIONAL IMPROVEMENT AND SUPPORT SERVICES	620	Library / Media Resources, Textbooks and Other Instructional Materials	16028.		
	840	Instructional & Audio Visual Equipment	17190.	2768.	
	610	Innovative / Exemplary or a Replication of a Validated Project			
	410	Programs to Meet Student Needs in Desegregating Schools			
	710	Guidance / Counseling / Testing			
	690	Improvement of Planning and Administrative Practices	1872.		
	640	Teacher Training / In - Service / Staff - Program Development			
	TOTALS - SUBCHAPTER B				\$37858.
SUBCHAPTER C SPECIAL PROJECTS	280	Career Education			
	212	Arts Education			
	240	Health Education			
	399	Consumer Education			
	260	Environmental Education			
	505	Community Education			
	415	Gifted Education			
	270	Ethnic Heritage			
	790	Alcohol and Drug Abuse Education			
		Other from Approved List (specify)			
	TOTALS - SUBCHAPTER C				\$
OTHER EXPEND- ITURES	Public and Nonpublic Indirect Costs (CANNOT be charged against Capital Expenditures)		49.		
	TOTALS - OTHER EXPENDITURES				\$ 49.
GRAND TOTALS			\$	\$	\$ 37907.

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.

Boundary/Configuration - This group makes recommendations to the School Board for potential student attendance sites through 1993.

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 - Teenage Health Consultants (TAHC) - 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 Health - This committee monitors services in the health areas of the county, city, and school district to attempt to avoid duplication of services.

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.

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

Comprehensive Arts Planning Program (CAPP) - This committee provides arts education for all students (K-12) in all arts disciplines, using the arts resources of the community effectively and integrating the arts with one another and with other school disciplines.

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.

Education Cooperative Service Unit (Metro ECSU) - To provide cooperative educational programs and services which are determined to be priority needs for school districts.

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.

Learning Bank - This committee functions as a clearinghouse in the Moorhead/Fargo/West Fargo communities. It is designed to make the best use of our communities resources for learning through sharing.

Long Range Planning - To update the plan for the future of the Moorhead Schools through 1985 and into the 21st century.

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

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

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

Quality Circles - This committee enables employees to participate in problem solving decisions relating to their workplace.

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

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.

Technology - To assist in developong the long range goal of anticipating and implementing new technologies that will assist staff, students and community in meeting the challenges of a rapidly changing society.

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.

Vocational Relicensure Committee (VRC) - 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 conjuntion with this renewal procedure, the Vocational Relicensure Committee will be responsible for determining clock hours, pre-approving experience, granting clock hours and endorsing applications for license renewal.