

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

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5-M9-805. MM 3-17-92.

SPECIAL MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
MOORHEAD SENIOR HIGH
MARCH 17, 1992
PAGE 1

MEMBERS PRESENT: Dr. Wayne Alexander, Curt Borgen, Bill Cox, James Cummings, Ellen Hunt, and Bob Jernberg.

MEMBERS ABSENT: Mark Gustafson and Anton Hastad.

CALL TO ORDER: The meeting was called to order at 7:10 p.m.

PLEDGE OF ALLEGIANCE: Chairperson Cummings led the Board, audience and administration in the Pledge of Allegiance.

PREVIEW OF AGENDA: Jernberg reviewed the agenda noting all the items were for discussion only.

APPROVAL OF AGENDA: Borgen moved, seconded by Cox, to approve the agenda as presented. Motion carried 5-0.

COMMUNICATIONS

The Board acknowledged receiving a letter from Mrs. Lewis regarding health education classes at the junior high.

REVIEW YOUTH LEADERSHIP COUNCIL: Students representing the Youth Leadership Council and Anne Larson, Advisor, reviewed the leadership project planned for the summer of 1992. Students in grades 7 and 8 are encouraged to participate in the camp at Faith Haven in Battle Lake, MN. Enrollment is limited to 30 students and a fee is charged. However, students may apply for scholarships if needed. The curriculum and activities will be directed by adult leaders of the community.

Other activities of the Youth Leadership Council are cultural awareness and community education programs.

REVIEW TEENAGE HEALTH CONSULTANTS PROGRAM (TAHC): This item was not reviewed due to no representation at the meeting.

REVIEW BACCALAUREATE SERVICES: Discussion was held regarding the school district being more culturally aware of all individuals/religions. Attendance at the service is voluntary and the ministerial group of the Fargo-Moorhead area usually make all the arrangements. It was suggested that possibly the churches could conduct services at each of their facilities.

REVIEW SELF DEFENSE COURSE OFFERINGS FOR WOMEN: Self-defense courses will be offered through the community education office. Students do not want these courses offered with the regular school curriculum.

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OTHER PERTINENT ITEMS

Class Crowding - The enrollment at the high school is projected to reach 2000 to 2100 students in the next 10 years. Administration is confident space will be available to accommodate these numbers.

<u>Discipline</u> - The Board and students discussed vandalism, theft, violence, possible gang activity, weapons, etc. at the high school.

It was discussed that the next meeting time should accommodate students better.

ADJOURNMENT: Cox moved, seconded by Hunt, to adjourn the meeting at 8:30 p.m. Motion carried 5-0.

Mark Gustafson, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 152 MOORHEAD, MINNESOTA

Notice is hereby given that a <u>SPECIAL</u> meeting of the Moorhead School Board will be held on <u>TUESDAY</u>, <u>MARCH 17</u>, 1992, at 7:00 p.m. in the <u>LIBRARY</u> at <u>MOORHEAD SENIOR HIGH</u>.

Robert Jernberg, Interim Superintendent

MISSION STATEMENT

To develop the maximum potential of every learner to thrive in a changing world.

ATTEND	ANCE:			
Dr. Wayne Alexander A. C. (Curt) Borgen Bill Cox James Cummings		Mark Gustafson Anton Hastad Ellen Hunt Robert Jernberg _		
ı.	CALL TO ORDER			
II.	PLEDGE OF ALLEGIANCE			
III.	PREVIEW OF AGENDA - Robert	Jernberg,	Interim	Superintendent
IV.	APPROVAL OF AGENDA			
	Moved by	Seconded	by	

- V. COMMUNICATIONS
- IX. OPPORTUNITY FOR COMMUNITY/STAFF TO SPEAK

VI. PRE-SCHOOL--K - 12 PROGRAM--COMMUNITY EDUCATION

- A. UNFINISHED BUSINESS
- B. NEW BUSINESS
 - 1. Review Teen- (Jernberg) Appendix A Age Health Consultants Program (TAHC)

Explanation: Mr. Thom and students will discuss the Teen-Age Health Consultant (TAHC) program with the Board.

Recommendation: For Discussion Only

2. Review Self- (Jernberg) Appendix B
Defense for
Women Course
Offerings

Explanation: The issue of self-defense training for female students was discussed at the January 17th meeting. Mr. Dulski has reviewed an option of having a Community Education offering through the YMCA. This item will be discussed with students as to preference of a Community Education offering or curriculum revision in physical education.

Recommendation: For Discussion Only

3. Review Baccalaureate (Jernberg) Appendix \underline{C} Services

Explanation: Baccalaureate services will be discussed with the Board.

Recommendation: For Discussion Only

4. Review Youth Leadership Council

(Jernberg) Appendix D

Explanation: In the fall of 1991, eleven Moorhead High School students came together and formed what has become known as the Moorhead Youth Leadership Council. Their purpose is to promote leadership, equality and communication among all students. This year they have created a project for 6th and 7th grade students that will provide that kind of learning through hands-on challenges in a multi-cultural environment.

Advisor Anne Larson, and students Eric Seigel and Tri Nguyen will report and respond to questions.

Recommendation: For Discussion Only

VII. OTHER PERTINENT ITEMS

CALENDAR OF EVENTS

Event	<u>Date</u>	Time	Place	
Staff Development Inservice "Designing Enrichments & Extension Activities for Secondary Students	Mon., Mar. 16	6 - 8 p.m.	Townsite	
Student/School Board Meeting	Tues., Mar. 17	7:00 p.m.	Senior High	
End of 3rd Qtr.	Fri., Mar. 27			
MEEP Day (K-6) (no classes)	Fri., Mar. 20			
Filing Closes for School Board Election	Tues., Mar. 24	5:00 p.m.	Townsite	
School Board Mtg.	Tues., Mar. 24	6:30 p.m.	Townsite	

VIII. ADJOURNMENT

NEXT SCHEDULED MEETING TUESDAY, MARCH 24, 1992 - 6:30 p.m. BOARD ROOM - TOWNSITE CENTRE

5-49-605 HW 3-2492 REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
MARCH 24, 1992
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MEMBERS PRESENT: Dr. Wayne Alexander, Curt Borgen, Bill Cox, James Cummings, Mark Gustafson, Anton Hastad, Ellen Hunt, and Bob Jernberg.

CALL TO ORDER: The meeting was called to order at 4:45 p.m.

SUPERINTENDENT SEARCH: The Board reviewed applications for the superintendent position and reduced the number of candidates from 13 to 6 for the interview process. Candidates will be contacted by Cliff Hooker, consultant. Interviews will take place Monday, April 6 through Wednesday, April 8.

The meeting recessed at 6:00 p.m. and reconvened at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Chairperson Cummings led the Board, audience and administration in the Pledge of Allegiance.

PREVIEW OF AGENDA: Jernberg previewed the agenda.

APPROVAL OF AGENDA: Borgen moved, seconded by Hastad, to approve the agenda as presented. Motion carried 7-0.

CONSENT AGENDA: Alexander moved, seconded by Gustafson, to approve the following items on the consent agenda: Consider Change Order and Donations. Motion carried 7-0.

COMMUNICATIONS

A brief discussion took place regarding the recent reports of violence in the schools. Dave Miller, liaison from the Moorhead Police Department, discussed national trends of kids becoming more violent and that the problem is not being ignored. The number of incidents have not increased but the types of ways the kids respond to conflict/violence are not verbal but physical.

Jernberg noted the school district does have a good working relationship with the courts, law enforcement center and social services agency. Also, the public perceives the problem as being ignored when actually it is confidential in nature and cannot be discussed or reported to the public.

COMMITTEE/MEETING REPORTS

Human Rights - Cox reported the Hispanic Retreat at the Junior High, facilities and handicapped sensitive were discussed.

<u>PER</u> - Regelstad reported the North Central Association responses, elementary inservice, assessments inservice, Parent Involvement Plan funds, and Individual Learner Development Aid instructor/learning ratio were discussed.

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POLICY REVIEW - Hastad reported the Tobacco Free Environment, Placement & Tuition of Handicapped Students, Drop Out, Married/Pregnant Students, Music Staff, School Board Self-Evaluation, and Discipline policies were reviewed.

SPACE RENTAL AGREEMENT - MTC: Alexander moved, seconded by Hunt, to approve the cancellation of the rental agreement with Eventide Lutheran Home and grant permission to enter into a rental agreement with St. Ansgar Hospital for the nursing assistant classes of Moorhead Technical College. Motion carried 7-0.

COPYRIGHT POLICY (EGAA): Borgen moved, seconded by Gustafson, to approve the Copyright policy (EGAA) as presented. Motion Carried 7-0.

MINNESOTA 2000 COMMUNITY MEETING: Carol Ladwig and Jan Childs, Co-chairs of the Minnesota 2000 steering committee, reviewed the upcoming community meeting with the Board. The meeting will be held on Monday, April 27 at 7:00 p.m. in the auditorium of Moorhead Technical College.

REVIEW INDIAN EDUCATION PROGRAM: Indian Education Coordinator, Lois Owens updated the Board regarding the Johnson O'Malley and the Title V Indian Education grants. The parent advisory group would like to manage the JOM funds instead of going through the school board. The JOM grant does allow for this. However, the Board would have to approve it first.

REVIEW FINANCIAL GUIDELINES 1992-93: The 1990-92 budgets were reviewed along with the financial guidelines for 1992-93. It was the consensus of the Board that summer school would be conducted this summer but may not guarantee having the program next year. Also, board members discussed their feelings on maintaining an adequate fund balance.

REVIEW 1992-93 CAPITAL OUTLAY BUDGETS: The proposed capital outlay budgets for the 1992-93 were reviewed. The budgets included equipment, facilities (including the proposed referendum), health and safety, and special education equipment. A recommendation will be presented to the Board at the April 14th meeting for approval.

INDIVIDUALIZED LEARNING DEVELOPMENT AID CERTIFICATES: Alexander moved, seconded by Cox, to approve the submission of the individualized learning development aid certificates for the 1992-93 school year. Motion carried 7-0.

1992-93 SCHOOL CALENDAR: Alexander moved, seconded by Hunt to approve the 1992-93 school calendar as presented. Motion carried 7-0.

REGULAR MEETING
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RESOLUTION DISCONTINUING AND REDUCING PROGRAMS AND POSITIONS: Cox moved, seconded by Hunt, to approve the resolution to discontinue and reduce educational programs and positions at Moorhead Technical College as follows:

Position	FTE
Counselor	2.12
Drafting	.93
General Education	2.65
Administrative Support	1.63
Computer Programming	.66
Postal Service	.04
Marketing	.59
Dental	.27
Medical Records	.06
Carpentry	.04
Diesel	.16
Technical Tutors	.63
Special Needs	.76
Minority Advisor	.08
ACCORDANCE AND ACCORDANCE ACCORDA	10.62

Motion carried 7-0.

PERSONNEL: Alexander moved, seconded by Cox, to approve the
following personnel items:

<u>Leave of Absence</u>
Mary Anstadt - TMH Paraprofessional, Senior High, from March 30, 1992 for 1 year

Lori Marlen - Accounting Secretary, Townsite Centre, effective June 1, 1992 for 3 months

Motion carried 7-0.

CONSENT AGENDA: As part of the consent agenda, the Board:

Edison School Change Order - Approved change order #5, in the amount of \$333.24.

<u>Donations</u> - Accepted the donation to Voyager School from their Parent Advisory Council, in the amount of \$3500, for the purchase of instructional equipment. Motion carried 7-0.

Accepted the donation to Washington School from Wal-Mart, in the amount of \$250, for the purchase of environmental programs. Motion carried 7-0.

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BOARD OF EDUCATION
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OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

Negotiations Update - The meeting was closed to discuss negotiation strategies for the support staff mediation session.

ADJOURNMENT: The meeting was adjourned.

Mark Gustafson, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 152 MOORHEAD, MINNESOTA

Notice is hereby given that a <u>Regular</u> meeting of the Moorhead School Board will be held on <u>Tuesday</u>, <u>March 24</u>, 1992 at 6:30 p.m. in the <u>Board Room</u> at <u>Townsite Centre</u>.

Robert Jernberg, Interim Superintendent

MISSION STATEMENT

To develop the maximum potential of every learner to thrive in a changing world.

ATTEND	ANCE:	
A. C. Bill C	yne Alexander Mark Gustafson (Curt) Borgen Anton Hastad ox Ellen Hunt Cummings Robert Jernberg	
I.	CALL TO ORDER	
II.	PLEDGE OF ALLEGIANCE	
III.	PREVIEW OF AGENDA - Robert Jernberg, Interim Superintendent	
IV. APPROVAL OF AGENDA		
	Recommendation: Move to approve the agenda as presented.	
	Moved by Seconded by	
v.	CONSENT AGENDA (Items: XII-B. 9 - 10)	
	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 the normal sequence on the agenda.	
	Recommendation: Move to approve the items on the consent agenda.	
	Moved by Seconded by	

- VI. COMMUNICATIONS
- VII. OPPORTUNITY FOR COMMUNITY/STAFF TO SPEAK

1. Futures Article - Appendix Z-1

IX. "WE ARE PROUD"

1. The 1992 Minnesota Post-Secondary DECA Conference was a tremendous success for Moorhead Technical College. This year 56 students represented Moorhead Technical College in a variety of events that included marketing, management, merchandising, fashion, speech, sales, human resource management, and employment application. Students demonstrated proficiency by taking written tests, preparing consultants reports, applying management decision-making skills to case situations, preparing employment materials and interviewing for a position, and delivering sales presentations.

Due to a great deal of time and effort in preparation of this conference, Moorhead received 89 awards at this conference. No other school was called to the stage as many times.

2. Congratulations to the hockey team for their 2nd place finish in the Tier I Minnesota State High School Hockey Tournament. Members of the team are: Jeremy Gregoire, Ryan Kappes, Rob Gramer, Thad Stafford, Josh Arnold, Justin Wegner, Steve DiFiore, Jim Jacobson, Bill Opgrand, Rhett Marsten, Erik Steen, Joel Jamison, Brent Knutson, John Haberlach, Greg Salvevold, Jason Blake, Kurt Dwyer, Ryan Kraft, Louis Paquin, Troy Brekke, student manager, Dan Frisch, and assistant coach, Terry Shercliffe.

Congratulations to the team, fans and cheerleaders for being awarded the "Sportsmanship Award" at the tournament. Members of the cheerleading squad are: Jeana Endersbe, Nikki Anderson, Heather Beaton, Erin Kaldor, Kristen Skjerven, Andrea Hovland and Advisors Jana Kasper and Mindi Jensen. Congratulations also to Coach Terry Cullen for being named "Coach of the Year" by the Minnesota State High School Hockey Coaches Association.

X. COMMITTEE/MEETING REPORTS

Human Rights - Cox (3/18)

PER - Regelstad (3/19)

Policy Review - Hastad (3/23)

XI. MOORHEAD TECHNICAL COLLEGE AGENDA

- A. UNFINISHED BUSINESS
- B. NEW BUSINESS
 - 1. Consider Space (Andersen) Appendix A Rental for Nursing Asst.
 Classes

Explanation: Moorhead Technical College has been renting space at Eventide Lutheran Home for the Nursing Assistant class. Eventide is expanding and they will be demolishing the facility presently being rented. Other space was promised within the facility but it will no longer be appropriate for classroom use. Eventide is agreeable to releasing the MTC from the rental agreement.

A verbal agreement has been arrange to rent space at St. Ansgar Hospital for the same amount of money as paid to Eventide, \$300 per month. However, at the present time, a formal contract for rental has not been written. A contract will be brought to the Board at the April 14th meeting.

Recommendation: Move to approve the cancellation of the rental agreement with Eventide Lutheran Home and grant permission to enter into a rental agreement with St. Ansgar Hospital.

Moved by	Seconded by
Comments	

XII. PRE-SCHOOL--K - 12 PROGRAM--COMMUNITY EDUCATION

- A. UNFINISHED BUSINESS
 - 1. Consider Copyright (Jernberg) Appendix B Policy (EGAA)

Explanation: Appendix B-1 contains the Copyright policy as revised by the Policy Review Committee. Only general revisions have been made to the policy.

Recommendation: Move to approve the Copyright policy (EGAA) as presented.

Moved by	Seconded by	
Comments		

B. NEW BUSINESS

1. Review Minnesota 2000 Community Meeting (Jernberg)

Appendix C

Explanation: Carol Ladwig and Jan Childs, members of the Minnesota 2000 steering committee, will review the upcoming community meeting as a part of Minnesota 2000 which will be held on Monday, April 27th in the multi-purpose room at Moorhead Technical College at 7 p.m.

Recommendation: For Discussion Only

2. Review Indian Education Program (Jernberg)

Appendix D

Explanation: Indian Education Coordinator, Lois Owens will update the Board regarding the Johnson O'Malley and the Title V Indian Education grants.

Recommendation: For Discussion Only

3. Review 1992-93 Financial Guidelines (Jernberg/Lacher) Appendix E

Explanation: Appendix E-1 contains memo S-92-083 outlining the financial guidelines for 1992-93. The Board adopted theses guidelines in January. The guidelines need to be reviewed before administration prepares for the 1992-93 Management Plan.

Recommendation: For Discussion Only

4. Review 1992-93 Capitol Outlay Budgets (Jernberg/Lacher) Appendix F

Explanation: Appendix F-1 contains the Capitol Outlay budgets for the 1992-93 school year. Theses budgets include equipment, facilities (in addition to those included in the proposed referendum), health and safety, and special education equipment to be purchased with federal funds or to be charged back to other school districts.

Recommendation: For discussion only. The Capitol Outlay budgets will be brought back to the April 14th meeting.

	5.	ized Learning Development Aid Certificates
*		Explanation: Appendix G-1 contains a certification for Individualized Learning Development Aid for grades K-3. Teachers will utilize an individualized learning plan (ILP) prepared and discussed with the parent related to the development of the child in the areas of social and emotional growth as well as growth in knowledge, skills and attitudes. The PER Committee has reviewed the plans and ratios and recommends Board approval.
		Recommendation: Move to approve the submission of the individualized learning development aid certificates for the 1992-93 school year.
		Moved bySeconded by
	6.	Consider Resolution (Franklin) Appendix H Discontinuing and Reducing Programs and Positions
		Explanation: Appendix H-1 contains the resolution to discontinue and reduce educational programs and positions at Moorhead Technical College.
		Recommendation: Move to approve the resolution as presented.
	19.	Moved bySeconded by
	7.	Consider 1992-93 (Jernberg) Appendix <u>I</u> School Calendar
	Ŕ	Explanation: Appendix I-1 contains the proposed calendar for the 1992-93 school year.
		Recommendation: Move to approve the 1992-93 school calendar as presented.
		Moved bySeconded by

	8.	Consider Personne	el (Franklin)	Appendix J
s.		from March 30, 1 Lori Marlen - Acc	IH Paraprofessional 1992 for 1 year counting Secretary, 1, 1992 for 3 month	Townsite Centre,
		Recommendation: as presented.	Move to approve th	ne personnel items
		Moved by	Seconded b	у
	* 9.	Consider Change- Order	(Lacher)	Appendix \underline{K}
		Explanation: The order no. 5 regard	e following is a su ding the Edison So	nmmary of change chool remodeling:
		Rough-in for in Furnish & insta TOTAL ADD	ntercom speaker	\$148.78 <u>184.46</u> 333.24
		Recommendation: as presented.	Move to approve ch	nange order no. 5
			Seconded h	
		Comments		
	*10.	Consider Donation	ns (Jernberg)	Appendix <u>L</u>
		of \$3500 from the	yager School has re eir Parent Advisory of instructional e	Council (PAC)
		Washington School from Wal-Mart for programs at that	l has received a do the purchase of e building.	onation of \$250 environmental
	,	Recommendation: presented.	Move to accept the	e donations as
		Moved by	Seconded h	ру
		Comments		

XIII. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

1. Negotiations Update

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	Time	Place
Policy Review	Mon. Mar. 23	7:00 p.m.	Townsite
Filing Closes for School Board Election	Tues., Mar. 24	5:00 p.m.	Townsite
School Board Mtg.	Tues., Mar. 24	6:30 p.m.	Townsite
End of 3rd Qtr.	Fri., Mar. 27		
Support Staff Mediation Session	Mon., Apr. 6	10:00 a.m.	Townsite
P/T Conferences (K-only)	Mon., Apr. 13		
School Board Mtg.	Tues., Apr. 14	6:30 p.m.	Townsite
P/T Conferences (K-day; 1-12 eve)	Tues., Apr. 14 - Wed., Apr. 15		
Teacher Comp. Day (no classes K-12)	Wed., Apr. 16		
Spring Break (no classes K-12)	Thurs., Apr. 17 Fri., Apr. 18		District- wide
Teacher Comp. Days (no classes K-6)	Mon., Apr. 20 - Tues., Apr. 21		WIGE
Student/School Board Meeting	Tues., Apr. 21	TBD	Senior High
NSBA Convention	Thurs., Apr. 23 - Tues., Apr. 28		Orlando
School Board Mtg.	Tues., Apr. 28	6:30 p.m.	Townsite

XIV. ADJOURNMENT

NEXT SCHEDULED MEETING TUESDAY, APRIL 24, 1992 - 6:30 p.m. BOARD ROOM - TOWNSITE CENTRE

POLICY OF THE BOARD OF EDUCATION MOORHEAD, MN. DISTRICT CODE: EGAA
DATE ADOPTED: 04-29-86

REVIEWED:

COPYRIGHT POLICY

In adherence to the current Federal Copyright Law, Public Law 94-553, the Board of Education of Independent School District #152 will take the necessary steps to ensure that the guidelines established by Congress for "Fair Use" by educational institutions are followed and will support all employees of the district who adhere to the policies and guidelines concerning copyright.

Any person violating copyright laws and/or established guidelines shall personally assume the responsibility by virtue of this school district policy. The legal and/or insurance protection of the district will not be extended to employees who violate copyright laws. Illegal copies of copyrighted materials and programs shall not be made or used on school district equipment.

In accordance with the policy adoption by the Board of Education, it shall be the responsibility of the Director of Media Services to inform the district staff of the law and these guidelines, and provide posters at the graphic and audio/visual copy machines and computer equipment, reminding employees of this law and the "Fair Use" guidelines. The principal of each school site is responsible for establishing practices which will enforce this policy at the building level.

Posters and guidelines defining the Fair Use doctrine shall be in the form of the attached items:

I - Print

II - Audio-Visual Software

III - Music

IV - Off-Air Broadcasting

V - Prerecorded Video Programs

VI - Computer Software

VII - Procedures for Requesting Permission to Copy Copyrighted Materials

I. GUIDELINES FOR PRINT

The intent of the following guidelines are to state the minimum standards of educational fair use under Section 107 of H.R. 2223. It is understood that the conditions determining the extent of permissible copying may change in the future.

A. Single Copying for Teachers

A single copy may be made of any of the following by or for a teacher at his or her request for scholarly research, reaching or preparation to teach a class.

1. A chapter from a book

2. An article from a periodical or newspaper 3. A short story, short essay or short poem

4. A chart, graph, diagram, picture, etc.

B. Multiple Copies for Classroom Use

Not to exceed in any event more than one copy per student in a course.

1. Meets the test of brevity and spontaneity as defined below

2. Meets the cumulative effect as defined below

3. Each copy includes a notice of copyright

DEFINITION

A. Brevity

1. Poetry: (a) A complete poem if less than 250 words and if printed on not more than two pages, or (b) from a longer poem and excerpt

of not more than 250 words.

2. Prose: (a) Either a complete article, story or essay of less than 2,500 words, or (b) an excerpt from any prose work of not more than 1,000 words or 10% of the work, whichever is less, but in any event a minimum of 500 words. (Each of the numerical limits stated in 1 and 2 above may be expanded to permit completion of an unfinished line of a poem, or of an unfinished prose paragraph.

3. Illustration: One chart, graph, diagram, drawing, cartoon or

picture per book or per periodical issue.

4. "Special" works: Certain works in poetry, prose or "poetic prose" which often combine language with illustrations and which are intended sometimes for children and at other times for a more general audience fall short of 2,500 words in their entirety. Paragraph 2 above not withstanding such "special works" may not be reproduced in their entirety; however, an excerpt comprising not more than two of the published pages of such special work and containing not more than 10% of the words found in the text thereof, may be reproduced.

B. Spontaneity

1. The copying is at the instance and inspiration of the individual teacher.

2. The inspiration and decision to use the work and the moment of its use for maximum teaching effectiveness are so close in time that it would be unreasonable to expect a timely reply to request for permission.

c. Cumulative Effect

1. The copying of the material is for only one course in the school in which the copies are made.

2. Not more than one short poem, article, story, essay, or two excerpts may be copied from the same author, nor more than three from the same collective work or periodical volume during one class

3. There shall not be more than nine instances of such multiple copying for one course during one class term. (The limitations stated in 2 and 3 above shall not apply to current news periodicals and newspapers and current news sections of other periodicals.)

D. Prohibitions as Related to Fair Use Copying of Books and Periodicals

1. Copying shall not be used to create or to replace or substitute for

anthologies, compilations, or collective works.

2. There shall be no copying of or from works intended to be consumable in a course of study. These include workbooks, exercises, standardized tests, test booklets and answer sheets.

3. Copying shall not substitute for the purchase of books, reprints,

or periodicals.

4. Copying shall not be directed from higher authority.

5. Copying shall not be repeated with respect to the same item by the

same teacher from term to term.

6. No charge shall be made to students beyond the actual cost of the photocopying.

II. GUIDELINES FOR AUDIO-VISUAL SOFTWARE

A. Prohibitions

1. Changing the medium to reproduce audio or video materials to a

format compatible with other equipment.

2. The duplication of a 16mm film, 8mm film, slide, transparency, transparency master, or other visual media.

III. GUIDELINES FOR MUSIC

A. Permissible Uses:

1. Emergency copying to replace purchased copies for any reason are not available for an imminent performance provided purchased

replacement copies shall be substituted in due course.

2. For academic purposes other than performance, multiple copies of excerpts of works may be made, provided that the excerpts do not comprise a part of the whole which would constitute a performable unit such as section, movement or aria, but in no case more than 10% of the whole work. The number of copies shall not exceed one copy per pupil.

3. Printed copies which have been purchased may be edited or simplified provided that the fundamental character of the work is

not distorted, altered or lyrics added if none exist.

4. A single copy of recordings of performances by students may be made for evaluation or rehearsal purposes and may be retained by the educational institution or individual teacher.

5. A single copy of recordings or performances by students may be made for evaluation or rehearsal purposes and may be retained by the educational institution or an individual teacher for the purposes of constructing aural exercises or examinations and may be retained by the educational institution or individual teacher. (This pertains only to the copyright of the music itself and not to any copyright which may exist in the sound recording.)

B. Prohibitions as Related to Duplicating Music

1. Copying to create or replace or substitute or anthologies,

compilations or collective works.

2. Copying of or from works intended be consumable in the course of study or teaching such as workbooks, exercises, standardized tests and answer sheets and like materials.

Copying for the purpose of performance, except as in A.1 above.
 Copying for the purpose of substitution for the purchase of music,

except as in A.1 and A.2 above.

5. Copying without inclusion of the copyright notice which appears on the printed copy.

IV. GUIDELINES FOR OFF-AIR BROADCASTING

A. The quidelines were developed to apply only to off-air recording by

nonprofit educational institutions.

B. A broadcast program may be recorded off-air simultaneously with broadcast transmission (including simultaneous cable retransmission) and retained by a nonprofit educational institution for a period not to exceed the first forty-five (45) consecutive calendar days after date of recording. Upon conclusion of such retention period, all off-air recordings must be erased or destroyed immediately. "Broadcast programs" are television programs transmitted by television stations for reception by the general public without charge.

C. Off-air recordings may be used once by individual teachers in the course of relevant teaching activities, and repeated once only when instructional reinforcement is necessary, in classrooms and similar places devoted to instruction within a single building, cluster or campus, as well as in the homes of students receiving formalized home instruction, during the first ten (10) consecutive school days in the forty-five (45) day calendar day retention period. "School days" are school session days-not counting weekends, holidays, vacations, examination periods, or other scheduled interruptions within the forty-five (45) calendar day retention period.

D. Off-air recordings may be made at the request of and used by individual teachers, and may not be regularly recorded in anticipation of request. No broadcast program may be recorded off-air more than once at the request of the same teacher, regardless of the number of times the program may be

broadcast.

E. A limited number of copies may be reproduced from each off-air recording to meet the legitimate needs of teacher under these guidelines. Each additional copy shall be subject to all provisions governing the original recording.

F. After the ten (10) consecutive school days, off-air recordings may be used up to the end of the forty-five (45) calendar day retention period only for teacher evaluation purposes, i.e., to determine whether or not to include the broadcast program in the teaching curriculum, and may not be used in the recording institution for student exhibition or any other nonevaluating purpose without authorization.

G. Off-air recordings need not be used in their entirety, but the recorded programs may not be altered from their original content. Off-air recordings may not be physically or electronically combined or merged to constitute

teaching anthologies or compilations.

H. All copies of off-air recordings must include the copyright notice on the

broadcast program as recorded.

I. Educational institutions are expected to establish appropriate control procedures to maintain the integrity of these guidelines.

-- Congressional Record; October 14, 1981

V. GUIDELINES FOR PRE-RECORDED VIDEO CASSETTES AND VIDEO DISKS

A. Permissible:

1. Use of prerecorded video programs by teachers or pupils in the course of face-to-face teaching activities in a classroom.

 The copy was legally made and purchased or that the person responsible for the performance had no reason to believe the copy was not lawfully made.

3. No admittance fee is charged.

VI. GUIDELINES FOR COPYRIGHTED COMPUTER SOFTWARE

A. The legal, ethical, and practical problems caused by illegal copying and

hacking will be taught in all schools in the district.

B. District employees will be expected to adhere to the provisions of Public Law 96-517, Section 7 (b) which amends Section 117 of Title 17 of the United States Code to allow for the making of a back-up copy of computer programs. This states that "...it is not an infringement for the owner of a copy of a computer program to make or authorize the making of another copy or adaptation of that computer program provided:

1. That such a new copy of adaptation is created as an essential step in the utilization of the computer program in conjunction with a machine and

that it is used in no other manner, or

2. That such a new copy and adaptation is for archival purposes only and that all archival copies are destroyed in the event that continued possession of the computer program should cease to be rightful."

C. When copyright software is to be used on a disk sharing system, efforts will

be made to secure this software from copying.

D. Illegal copies of copyrighted programs may not be made or used on school equipment.

1. A permanent warning shall be posted in all areas where students and staff have access to computer equipment notifying them of this law.

E. Only individuals designated by the Superintendent of Schools may sign license agreements for software for schools in the district.

F. No employee or student of the district shall illegally access any data base

or electronic bulletin board.

G. The principal of each school site is responsible for establishing practices which will enforce this policy the school level.

VII. PROCEDURES FOR REQUESTING PERMISSION TO COPY COPYRIGHTED MATERIALS

Procedures for requesting permission to copy copyrighted materials beyond the "fair use" as outlined in 6131.71 (Classroom Use),. 6131.73 (Music Scores and Recordings), and 6131.8 (Computer Software) as follows:

- A. Any district employee will fill out the Independent School District #152 form "Request for Permission to Copy", making sure the following information is included:
 - 1. Title, author, and/or editor, and edition of materials to be duplicated 2. Exact material to be used, giving amount, page numbers, chapters, and, if

possible, a photocopy of the material

3. Number of copies to be made

4. Use to be made of duplicated materials

5. Form of distribution (classroom, newsletter, etc.)

6. Whether or not the material is to be sold

- 7. Type of copy (ditto, photocopy, offset, typeset, other)
- B. The request shall be forwarded to the Instructional Materials Center which will send the request, together with a self-addressed envelope, to the permissions department of the company owning the copyright. This will generally be the publisher listed on the front or back of the title page. Contact the Instructional Materials Center (IMC) for assistance on obtaining addresses or assistance in obtaining copyright information.

NATIONAL EDUCATION GOALS

The following six National Education Goals were established by the President and the nation's governors.

- 1. All children in America will start school ready to learn.
- The high school graduation rate will increase to at least 90 percent.
- 3. American students will leave grades four, eight, and twelve having demonstrated competency in challenging subject matter including english, mathematics, science, history and geography; and every school in America will ensure that all students learn to use their minds well, so they may be prepared for responsible citizenship, further learning, and productive employment in our modern economy.
- 4. U.S. students will be first in the world in science and mathematics achievement.
- 5. Every adult American will be literate and will possess the knowledge and skills to compete in a global economy and exercise the rights and responsibilities of citizenship.
- 6. Every school in America will be free of drugs and violence and will offer a safe, disciplined environment conductive to learning.

MINNESOTA 2000 EDUCATION GOALS

The Minnesota 2000 goals are expanded versions of the National Education Goals.

- 1. All children in Minnesota will start school ready to learn. {Minnesotans will also make it possible for children to be ready to learn throughout their school years by ensuring that they have adequate nutritional, emotional and social support.}
- 2. The high school graduation rate will increase to at least 90 percent {e.g. assuming proposed graduation outcomes have been institutionalized}
- 3. Students will leave grades four, eight and twelve having demonstrated competency in challenging {relevant, meaningful, significant} subject matter including English, mathematics, science, history and geography {and every school in Minnesota will ensure that all students learn to use their minds well, so they may be prepared for responsible citizenship, further learning and productive employment in our modern economy}.
- Students will be first in the world in mathematics and science achievement {relevant 21st century knowledge}.
- 5. Every adult in Minnesota will be literate and possess the knowledge and skills necessary to compete in a global economy and exercise the rights and responsibilities of citizenship. {"Literate" means the possession of such skills as reading, writing, speaking and computing necessary to function effectively as family and community members, citizens, consumers and job holders.}
- 6. Every Minnesota school will be free of drugs, {alcohol} and violence and will offer a disciplined {and nurturing} environment conductive to learning.

S-92-083 MEMO #:

PRELIMINARY AND TENTATIVE

TO:

Board of Education

Cabinet

FROM:

Bob Jernberg

SUBJECT: Financial Guidelines for 1992-93

DATE:

January 6, 1992

GENERAL FUND I.

General Education Revenue - \$3,050 PPU (this includes basic revenues, compensatory revenue, training and experience revenue).

a. at least 2.2 percent of the \$3,050 (\$67.10) total of \$429,440 must be dedicated for arts education, chemical abuse, gifted program (programs of excellence), regular summer school (excess special education costs), advanced placement testing.

aids may be pro-rated.

c. interest income will be effected by fund balances and interest rates.

d. aids will be paid on a timely basis.

e. projected pupil units will be 6,200 for 1991-92 and 6,400 for 1992-93 compared to an estimated 5,920 for 1990-91.

f. assurance of mastery revenue is available on a matching basis in the amount of \$45,000 PPU K-8 (\$22.50 by state; \$22.50 by local).

g. individual learning and developmental aid is available for instructor learner ratios and individual plans \$64.00 per ADM K-2 in 1991-92;

\$66.00 per ADM K-3 in 1992-93. h. 'ripple' effect (support for classroom teacher) costs are an additional 14 percent for support staff (e.g. music, physical education, foreign language and art). This will be \$28,000 for 1992-93.

i. AFDC funding has been reduced.

j. \$5.00 PPU is dedicated to parental involvement

(approximately \$30,500).
k. special education staffing reimbursement will decrease by \$54,000, this may be recoverable by a levy payable in 1993-94.

1. Elementary prep time will be provided at no additional cost. A variance will be requested if

needed.

m. MTC merger will result in \$100,000 loss due to no longer providing services. Seventy-five percent of this will be recoverable in 1993-94.

MEMO #: S-92-083 Page Two

II.	EXPE	NDITURE GUIDELINES	1991-92 Increase	1992-93 <u>Increase</u>
	Α.	Salaries and fringe benefits (excluding health insurance)	3.0 %	5.0 %
	в.	Fringe benefits	4.0 %	5.0 %
	c.	Social security	3.0 %	5.0 %
	D.	Energy	8.0 %	3.8 %
	E.	Supplies (allocation due to increased enrollment)	\$30,000	5.0 % + \$30,000
	F.	Other (i.e. contracts, services, misc.)	0.0 %	5.0 %

Staffing for new students will cost \$448,000 for 1992-93.

OTHER CONSIDERATIONS III.

- Maintaining our present general fund balance is a district goal.
- Salary settlements continue to have a major impact on staffing (approximately 86 percent of the budget is for salaries and fringe benefits).
- The district goal for teacher/student class size is:
 - a. elementary 25:7:1
 - b. secondary 27:1
 - c. refer to administrative policy IHB-A.
 - a change in class size of one (1) for elementary and secondary costs is \$330,000 (salary and fringe benefits)
- D.
- Staffing ratios will be monitored.

 a. the district-wide ratio goal is 15:1 which is the state average (includes support staff)...Moorhead's ratio is 14:1
 - Change ratio of one (1) = \$885,000 (salary and fringe benefits)
- Increases in taxes are primarily due to legislative action rather than local initiative unless there is a referendum.

FOOD SERVICE PROGRAM IV.

- The general fund will not subsidize this fund.
- The number of lunches will have a minimal increase.
- Prices will increase 5 cents to 10 cents per meal for c. 1992-93.

MEMO #: S-92-083 Page Three

V. TRANSPORTATION

A. The general fund will not subsidize this fund.

B. In 1992, unfunded summer school transportation will

not be provided.

C. There will be no after school activity transportation due to School Board action. This is transportation which has been provided to and from school for participation in activities.

VI. COMMUNITY SERVICE

- A. Changes in budget and program will be made for 1992-93. General fund will not subsidize Community Service.
- VII. CAPITAL OUTLAY PROGRAM (refer to capital outlay budget adopted by the School Board on April 23, 1991 and Guidelines for 1992-93 passed in December 1991.)

RMJ/mdm

MEMO #:

S-92-084

School Board TO: FROM: Bob Jernberg Bob Lacher 1991-92 Revised General Fund SUBJECT: 1992-93 Preliminary General Fund DATE: January 6, 1992 I. 1990-91 Actual Budget A. Fund Balance on June 30, 1991 \$2,461,944 (budget dated April 23, 1991) II. 1991-92 Revised Budget A. Estimated Revenue (January 6, 1992) \$25,547,026 B. 1991-92 Estimated Expenditures \$24,887,278 (as of January 6, 1992) *C. Budget Balance End of June 30, 1992 \$3,121,692 (increase in salaries 3 percent, supplies 3 percent, fringe benefits 4 percent, and energy at 8 percent). III. 1992-93 Preliminary Budget A. Estimated Revenues \$26,183,179 (includes increase of 200 pupil units and addition of \$51.00 PPU in miscellaneous revenue) B. Estimated Expenditures \$26,601,039 a. (5 percent increase in budget in: salaries, fringe benefits, supplies, contracted services, etc., 3 percent increase in energy) b. projected staff increase (11.2 FTE) C. Projected Fund Balance Deficit for 1992-93 (\$417,960)D. Projected Fund Balance (over two years) \$2,703,832 June 30, 1993

PRELIMINARY AND TENTATIVE

MEMO #: S-92-084 Page Two

*E.	1990-92 and 1991-92 salary changes \$250,000
	resulting from salary back pay for groups
	not settled including comparable worth costs
	will reduce the projected fund balance.

	F.	Projected Fund Balance after retro and comparable worth estimated costs June 30, 1993	\$2,453,832
IV.	Sa	lary Settlement Impact on Budget	Fund Balance (as of 6-30-93)
	A.	Salary Settlement of 3 percent in 1991-92 and 6 percent in 1992-93	\$2,273,832
	в.	Salary Settlement of 4 percent in 1991-92 and 6 percent in 1992-93	\$2,093,832
v.	To	ojected Fund Balance is \$2,453,832 with ret poort staff. Maximum fund balance allowed maintain a fund balance of <u>\$2,461,944</u> after gotiations, the Board will have to reduce to dget based on the following alternatives:	is \$3,840,000.
	A.	Increase class size - a change in class size of one equals \$330,000	\$330,000
	в.	A decrease from \$2.5 million to \$2.1 million and back to \$2.5 million would require a reduction in staff of 10 FTE	\$400,000
	c.	Reduction in the number of buildings due to higher class sizes	\$300,000 to \$500,000
	D.	Elimination of supply budget	\$800,000
	E.	Eliminate regular summer school	\$85,000
	F.	Eliminate staff development	\$170,000
	G.	Eliminate travel	\$30,000
	н.	Reduction in administration	\$150,000

I. Eliminate seven period day (Sr. High)

J. Eliminate activity programs

K. Eliminate gifted and talented program

\$60,000

\$600,000

\$85,000

MEMO #: S-92-084 Page Three

L. Eliminate assurance of mastery program	\$40,000
M. Reduction of guidance program	\$175,000
N. Eliminate elementary keyboarding program .	\$20,000
O. Eliminate elementary world languages program	\$60,000
P. Eliminate school patrol advisors	\$9,000
Q. Eliminate after-school gym	\$37,000
R. Eliminate educational TV	\$10,000
S. Eliminate social workers	\$60,000
T. Eliminate nursing assistance	\$100,000
U. Eliminate elementary orchestra/band	\$50,000
V. Reduction of secretaries	\$50,000

RMJ/mdm

CAPITAL OUTLAY GUIDELINES AND BUDGETS

FOR

1992-93

WITH FIVE-YEAR FACILITIES PLAN SUMMARY

MARCH 1992

1992-93 CAPITAL OUTLAY

	P	age
Budget and Capital Guidelines	•	1
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Thomas Edison School Discretionary Equipment Capital	•	6
Probstfield School Discretionary Equipment Capital		7
Riverside School Discretionary Equipment Capital		8
George Washington School Discretionary Equipment Capital		9
Voyager School Discretionary Equipment Capital	. 1	.0
Robert Asp School Discretionary Equipment Capital	. 1	.1
Junior High School Discretionary Equipment Capital	. 1	.2
Senior High School Discretionary Equipment Capital	. 1	13
District-Wide Technology Support	. 1	16
District-Wide Long-Term Technology	. 1	16
District-Wide Replacement of Equipment	. 1	L6
District-Wide Maintenance/Transportation	. 1	L7
District-Wide Vehicles	. 1	17
District-Wide Audio Visual and Software	. 1	18
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Telecommunications/Telephone	•	•	•	•		•			•		٠			•	•	•	•	24
Building Construction/Renovation.				•		•			•		•	•		•			•	24
Five-Year Health and Safety Plan					•	•		•		•				•				25
Health and Safety Budget	•			•		•												26
Capital Expenditure from Special 1	Edi	1C8	ati	Loi	n s	Sta	ate	e/1	Fe	lei	ca.	LI	Fui	nds	3	٠		28
Annendiv A: Long-Term Facilities	D'	lar	15	aı	bo	R	e f	276	ene	Har	n							

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 cost of \$1,000 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 \$250 with a useful life of at least four years."

- 2. Capital Outlay Revenues set as \$1,413,910
 - 2.1 Facilities Revenue set at \$827,697 plus \$66,400 from
 Townsite Centre lease interest for a total of \$894,097.
 Requires a school board to adopt a capital expenditure
 facilities program by a two-thirds vote after notice and
 hearing as part of a 5-year program which must be reviewed
 by the district before July 1 of each odd-numbered year,
 after notice and hearing; after the biennial review, the
 program may be amended to include the ensuing 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 reequipping buildings; surplus school buildings that are used substantially for public nonschool purposes; leasing buildings, and purchasing or leasing interactive telecommunications equipment.

- 2.2 Capital Expenditure Equipment Revenue set at \$413,849.

 This revenue may be used to pay capital expenditure related assessments of any entity formed under a cooperative agreement between two or more districts, to purchase or lease computers and related materials, copying machines, telecommunications equipment, and other noninstructional equipment, to purchase or lease equipment for instructional programs, to purchase textbooks, to purchase library books, and to purchase vehicles other than achool buses. Most items can be readily classified as equipment. However, the following are examples of equipment items that could appear to qualify as supplies: Encyclopedias, large wall maps, large freestanding globes, bend and choir uniforms, chairs, and library books representing initial adoptions and later substantive improvements.
- 2.3 Health and Safety Aid and Levy at \$1,447,149*.

 This revenue is available based on approval of an application to the Commissioner of Education for hazardous substance removal, fire code compliance or life safety repairs. The revenue may be used to correct fire safety hazards of life safety hazards or for the removal or incapsulation of asbestos, asbestos-related repairs, clean-up and disposal of PCBs or clean-up removal, disposal and repairs related to storing heating fuel or transportation fuels.

¹⁹⁹⁰⁻⁹¹ health and safety asbestos levy in the amount of \$1,483,914 is being disputed.

- 2.4 Other Capital-Building Lease Revenue set at \$114,938. This revenue may be used to pay capital expenditures related to the lease of nonschool district properties for educational purposes. This levy can be made only after securing prior approval from the Minnesota State Department of Education.
- 2.5 Block grant of approximately \$35,000 will be used for Instructional Technology.
- 3. Allocations will be based on the following (in priority):

Facilities Revenue

- 1. Health and safety
- 2. Energy conservation
- 3. Building preservation
- Needed space for continuing programs (need Building Review Committee approval)
- 5. Telecommunications
- 6. Convenience
- 7. Appearance

Equipment Revenue

- 1. Essential furniture (used if available)
- 2. Technology
- 3. Specialized equipment needed for instruction
- Specialized equipment needed for maintenance and transportation (buses are not a part of this revenue)
- 5. Equipment to support curriculum
- 6. Convenience
- 7. 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. Allocation to buildings:
 - 5.1 Based on number of pupil units:

Preschool/Kinde	rga	rt	en	5.0	01.00				1.00	•	.5
Elementary (1-6	٠.										1.0
Secondary (7-12											
Cinalistas share	4.0	100	-177	-	118	-	10	-	-		

 Dedicated allocations of \$23.75 per pupil unit of Equipment Revenue based on October 1991 enrollment and a 5-year plan which can be renewed.

Building Allocation Alternative 1

12

		1991-92	1992-93	1993-94	1994-95	1995-96
6.1	Edison	14,369	14,250	14,250	14,250	14,250
6.2	Probstfield .	17,646	17,813	17,813	17,813	17,813
6.3	Riverside -	11,566	11,566	11,566	11,566	11,566
	lieshington	15,295	15,699	15,699	15,699	15,699
6.5	Robert Asp	15,343	16,744	16,744	16,744	16,744
	Voyager	5,178	5,558	6,792	6,935	7,647
	Junior High	25,522	26,892	28,065	27,324	31,987
10-10-10-1	Senior High	43,477	44,028	47,393	50,573	53,105
0.0	Total	148,396	152,548	158,322	160,903	168,810

- 6.9 Assumptions for 1992-93:
 - 6.91 October projections will hold.
 - 6.92 Boundary areas will be reviewed.
 - 6.93 Fifth and Sixth grade students will be housed at Robert Asp and Voyager Schools.
 - 6.94 Figures will be fixed for 1992-93 and will be adjusted in November of each year. Adjustments will be made if necessary due to major facility changes.
 - 6.95 There will be 20 sections of kindergarten each year, 6 at Probstfield, 4 at Edison, 4 at Washington, and 6 at Riverside/Lincoln.
 - 6.96 Elementary capital outlay will be determined on a pupil unit basis and allocated on a per pupil basis.
 - 6.97 Newly constructed rooms will be equipped with intercoms, a teacher's desk, student desks, and a file cabinet from district-wide budgets.
 - 6.98 When boundaries are changed or when a classroom is reopened the principal and the superintendent or assistant superintendent for instruction will review district-wide and building capital expenses.
 - 6.99 Priority to accommodate space needs will be use of available space, rental of space, permanent or temporary additions, and construction.
- 6.10 Activities' needs are included in 6.7 and 6.8. (Principals will allocate monies.)
- 6.11 Monies overspent in 1991-92 will be subtracted from 1992-93 allocations.
- 6.12 Monies cannot be carried over without written approval of the superintendents.
- 6.13 Changes in expenditures can be made with approval of the superintendent where allowed by statute.
- 7. Dedicated areas identified by superintendent:
 - 7.1 Equipment expenditures (Attachment 7.1).
 - 7.2 Facilities expenditures (Attachment 7.2).
 - 7.3 Health and Safety expenditures (Attachment 7.3).
 - 7.4 Responsibilities Media (see attachment Administrative Policy DBDA-A).
 - 7.5 Block grant (uncertain at this time) will be utilized for Instructional Technology proposals. Estimate \$35,000.
 - 7.6 District-wide programs including special education, gifted, ESL and needs that cannot be addressed in discretionary funds, will be reviewed by Central Administration (Federal Funds and Basic Levy).
- Preliminary requests for capital outlay expenditures for the 1992-93 school year must be submitted to the Office of Instruction by December 20, 1991.



Minnesota Department of Education

550 Cedar Street Saint Paul, Minnesota 55101

TTY/TDD Number: (612) 297-2094

(612)296-8640 Phone:

DATE : March 1, 1989

TO : Robert Jernberg, Assistant Superintendent

Independent School District No. 152

: Jeanine R. Stenshoel, Finance Specialist

District Financial Management and Transportation

SUBJECT: Uses of Facilities Revenue

This is in answer to your letter dated January 16, 1989, in which you request confirmation of the fact that the law allows the utilization of facilities revenues to equip and reequip buildings.

M.S. 124.243, Subd. 6, addresses the uses of the facilities revenue. Clause 4 of that subdivision states that the facilities revenue may be used to: "...equip, reequip, improve, and repair school sites, buildings, and permanent attached fixtures:"

The law does not define any further what is meant by "equip and reequip" buildings. Therefore, our position is that any equipment you can legitimately purchase with Capital Expenditure revenue, and that, in your estimation, is necessary to equip or reequip your buildings is acceptable under this definition and can be covered by Facilities revenues.

Please don't hesitate to call us if we can be of further assistance.

Balance as of July 1, 1991 \$2,738	1991-92	1992-93	1993-94	1994-95	1995-96	1996-97
Technology Support	\$23,800	\$23,800	\$23,800	\$23,800	\$23,800	\$23,800
Technology (Long-Term)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Replacement of Equipment	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Maintenance/Transportation	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000
Vehicles	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Media/A.V. and Software (Application)	\$31,000	\$33,000	\$35,000	\$35,000	\$36,000	\$37,000
Media/Library Books	\$24,500	\$27,000	\$29,500	\$30,000	\$31,000	\$32,000
District Wide Expense	\$58,800	\$61,528	\$50,000	\$50,000	\$50,000	\$50,000
Music	\$15,000	\$18,750	\$12,250	\$17,000	\$17,000	\$17,000
On Dedicated to Buildings	\$148,396	\$152,548	\$158,322	\$160,903	\$168,810	\$170,590
Equipment Expenditures	\$390,496	\$405,626	\$397,872	\$405,703	\$415,610	\$419,390
Anticipated Revenue	\$396,820	\$413,849	\$420,020	\$432,700	\$455,200	\$475,200
Anticipated Balance	\$9,062	\$17,285	\$39,433	\$66,430	\$106,020	\$161,830

THOMAS EDISON ELEMENTARY SCHOOL DISCRETIONARY EQUIPMENT CAPITAL OUTLAY

<u>Item</u>	Ouantity	Unit Cost	Total Cost	Budget Code
Student Desks (XIR2430 SPBS)	84	70	5,880	05.186.203.000.00532
Student Chairs (9000-16 NSS)	40	19	770	
Printers (Image Writer II)	4	380	1,520	
MacIntosh LC Computers	3	1,659	4,977	
Computer Lab	1	1,094	1,094	
To be determined		9	9	
			\$14,250	

PROBSTFIELD ELEMENTARY SCHOOL DISCRETIONARY EQUIPMENT CAPITAL OUTLAY

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
MacIntosh LC Computer	4		7,500	05.190.203.000.00532
Lunchroom Tables	2	700	1,400	
Apple II GS	1		1,466	
Encyclopedia (Library)	1 set		600	
Intercom (two rooms)	2	250	500	
Epson Printer (Library)	1		234	
Storage for Math Their Way	1		375	
Tables and Chairs (for one room)	1		1,000	
To be determined			\$4,738	
			10 mg 10 mg	
			\$17,813	

RIVERSIDE/LINCOLN ELEMENTARY SCHOOL DISCRETIONARY EQUIPMENT CAPITAL OUTLAY

	Quantity	Unit Cost	Total Cost	Budget Code
Item	Outlierry	0000		
Copy Machine			2,500	05.191.203.000.00532
Outlets			700	
Student Desks	27	100	2,700	
Encyclopedia	1 set	319	319	
Teacher Desk	2	219	438	
Luxor Carts with Handles	2	126	253	
Rubbermaid Cart	1	126	126	
Computer Lab Wall	1	750	750	
Window	1	500	500	
Rolling Lab Cart (Science)	1	375	375	
Choral Risers (6 sections)		1,485	1,485	
Table (24" x 48")	3	88	264	
Kidney-shaped Table	1	150	150	
Chart Stand	1	289	289	
To be determined			717	
			\$11,566	

GEORGE WASHINGTON ELEMENTARY SCHOOL DISCRETIONARY EQUIPMENT CAPITAL OUTLAY

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
New Grolier Student Encyclopedia (1992 edition)	1 set		329	05.194.203.000.00532
World Book Encyclopedia (1992 edition)	1 set		559	
Chairs (15 1/2, blue)	20	21	420	
Student Desks (lift top)	25	85	2,125	
MacIntosh Classic Computers	10	1,095	10,950	
Printers (Image Writer)	3	341	1,024	
To be determined			292	
			\$15,699	

VOYAGER ELEMENTARY SCHOOL DISCRETIONARY EQUIPMENT CAPITAL OUTLAY

BQUIPMENT

Item	Quantity	Unit Cost	Total Cost	Budget Code
Copy Machine Maintenance Agreement for second machine	1		550	05.187.203.000.00532
Office Door (custom made)	1		250	
Intercom System (first year)	1		2,000	
Round Tables	8	87	700	
Student Chairs	45	24	1,096	
Paper Cart	1		347	
To be determined			615	
			\$5,558	

ROBERT ASP ELEMENTARY SCHOOL DISCRETIONARY EQUIPMENT CAPITAL OUTLAY

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
Handicapped Drinking Fountains	3		1,500	05.384.203.000.00532
Classic II Computers for OBE	12	1,094	13,128	
To be determined	1		2,116	
			\$16,744	

JUNIOR HIGH SCHOOL DISCRETIONARY EQUIPMENT CAPITAL OUTLAY

		Unit	Total	Budget Code
<u>Item</u>	Quantity	Cost	Cost	Budget Code
Telephones: Seigel Communications (wiring) Monty Pitzel (booth, doors) U.S. West (number acquisition) Best (phones)	3		600 400 67 270	05.385.211.000.00532
Teacher Desk Chairs (Office Max) (cloth seat, with arms, with roller	s) 4	150	600	
Teacher Desk (Office Max)	3	300	900	
Playright Chairs (Wegner) (grey metallic frame, black seat and back) 101 with 16" seats and 101 with 18" seats	202	33.50	6,767	
Belt Sander	1		319	
Home Economics Appliance Exchange			865	
Sewing Machine Stools	6	50	300	
Sewing Machines (Blow's)	3	300	900	
Lunch Tables	3	800	2,400	
Blinds	122	33	4,026	
To be determined			8,478	
			\$26.892	

SENIOR HIGH SCHOOL DISCRETIONARY EQUIPMENT CAPITAL OUTLAY

BQUIPMENT

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
ART				05.382.211.000.00532
D-500 Air Compressors for Air Brush	es 3	112	339	
Set of 10 sections of display racks to display student art	1		726	
projects.			\$1,065	
BUSINESS				
10-Key Calculators	8	100	800	
IBM Computers (286) compatible with keyboard, monitor, mono-chromatic base-band adapter network card.	1		1,250	
Version Upgrade for WordPerfect (5.1 or 6.0)	1		\$2,550	
ESL				
Apple MacIntosh Classic IT Computer with printer	1		1,634	
with princer			\$1,634	
ENGLISH				
Apple MacIntosh Classic Computer	1		1,094	
			\$1,094	
HOME ECONOMICS				
Kitchen Aid Multi-Function Mixer (4 1/2 quart 250 watt motor)	2	246	492	
SCHOOL RENTAL PLAN:				
Rigel's rental costs for 3 ranges, 2 microwaves, 3 refrigerators, 1 clothes washer, and 1 dryer			1,275	

Arvid Benson's rental costs for 1 microwave oven and 6 ranges			\$2,292
INDUSTRIAL ARTS			
Air Plasma Cutting System	1		2,040
Image Writer II Printer	1		417
5 HP Horizontal Shaft Briggs and Stratton Engines	3	150	450
			\$2,907
LIBRARY			
Contoured Upholstered Office Chair (Grey/Black)	4	100	400
MacIntosh Classic Computer	2	1,094	2,188
Image Writer II Printer	1		393
Encyclopedia Americana	1 set		1,000
			\$3,981
PHYSICAL EDUCATION			
Portable T-Base Game Standard	2 pair	399	798
Floor Plates for above	4	56	224
Single-Pedestal Teacher's Desk	2	175	350
			\$1,372
READING			
Ergonomic Chair with Arms	3	140	420
Apple II GS Computers	2	1,466	2,932
			\$3,352
SCIENCE			
	1		1,712
CCVM Color System I with wide-angle lens			
			\$1,712

ADMINISTRATION				
MacIntosh Personal Laser Writer NT	1		1,618	
Keyboard Drawer System	3	89	267	
Pitney Bowes Postage Meter	1		1,500	
Portable MacIntosh Computer	1		1,678	
			\$5,063	
HEALTH SERVICES				
Ergonomic Chair	2	140	280	
			\$280	
SPECIAL SERVICES				
Cassette Tape Copier	1		288	
PC Station Computer Stand (48" wide)	1		312	
Teacher Desk	1		260	
Adult's Straight Chair (17")	7	38	263	
			\$1,123	
STUDENT SERVICES				
16-Seat Lunchtable	4	700	2,800	
			\$2,800	
To be determined			\$6,803	
In reserve			\$6,000	05.382.292.000.00532
TOTAL			\$44,028	

TECHNOLOGY SUPPORT CAPITAL OUTLAY

Item	Quantity	Unit Cost	Total Cost	Budget Code
Technology Support CIMS Enhancement/Update	1		23,800	05.005.140.000.00544
			\$23,800	

LONG-TERM TECHNOLOGY CAPITAL OUTLAY

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
Technology Grants:				05.200.680.000.00542
Probstfield 2nd grade: LC Computers Printers	4 2	1,659	6,636 786	
Probstfield 4th grade: LC Computers	10	1,659	16,590	
Riverside 3rd grade: Classic Computers Printer bundle	6 1	1,094	6,564 1,124	
Edison 2nd grade: LC Computers	6	1,659	9,954	
To be determined			8,346	
			\$50,000	

REPLACEMENT OF EQUIPMENT

<u>Item</u>	Quantity	Unit Cost	Total _Cost	Budget Code
Replacement of Equipment			10,000	05.200.605.000.00532
			\$10,000	

MAINTENANCE/TRANSPORTATION EQUIPMENT CAPITAL OUTLAY

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
Buffer	1	1,000	1,000	05.005.810.000.00530
Wet/Dry Vacuum	1	1,000	1,000	
Power Mower	1	12,000	12,000	
			\$14,000	

VEHICLE EQUIPMENT CAPITAL OUTLAY

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
Staff cars	2	7,500	15,000	05.005.110.000.00550
			\$15,000	

AUDIO-VISUAL CAPITAL OUTLAY

EQUIPMENT

Item	Quantity	Unit Cost	Total Cost	Budget Code
Cassette Recorders	25	70	1,750	05.200.620.000.00561
Overhead Projectors	5	200	1,000	
Tripods	2	150°	300	
Monitors	14	400	5,600	
VCRs	12	250	3,000	
Wall Mounts	6	100	600	
Phonographs	2	150	300	
Editing Equipment	1	1,390	1,390	
LCD for LC	1	1,400	1,400	
Camcorders	3	900	2,700	
Video Disk Player	1	750	750	
Senior High Monitor Contribution	1		3,000	
To be determined			1,210	
			\$23,000	

The equipment budget has been allocated on a per pupil amount of approximately \$4.90 per pupil excluding the high school.

SOFTWARE CAPITAL OUTLAY

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
District IMC			\$3,000	05.200.620.000.00562
Senior High			\$1,742	05.382.620.000.00562
Junior High			\$1,072	05.385.620.000.00562
Voyager			291	05.187.620.000.00562
Asp			868	05.384.620.000.00562
Washington			813	05.194.620.000.00562
Probstfield			918	05.190.620.000.00562
Edison			716	05.186.620.000.00562
Riverside/Lincoln			580	05.191.620.000.00562
			\$10,000	

The software budget is based on \$1.23 per pupil.

MEDIA/LIBRARY BOOKS CAPITAL OUTLAY

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
Senior High			\$6,744.98	05.382.620.000.00560
Junior High			\$4,119.83	05.385.620.000.00560
Voyager			\$1,164.74	05.187.620.000.00560
Asp			\$3,334.65	05.384.620.000.00560
Washington			\$3,126.53	05.194.620.000.00560
Probstfield			\$3,528.58	05.190.620.000.00560
Edison			\$2,752.86	05.186.620.000.00560
Riverside/Lincoln			\$2,227.83	05.191.620.000.00560
			\$27,000	

Library Book budget is based on \$4.73 per pupil.

DISTRICT-WIDE EQUIPMENT CAPITAL OUTLAY

BQUIPMENT

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
ningle Pedestal Desk (Senior High)	3	120	360	05.200.605.000.00532
Double-Pedestal Desk with overhang and two locking file drawers (Personnel)	1	290	290	
Office Chairs (Personnel, Community Education, Superintendent, Technology/Migrant Issues)	4	100	400	
Computer Work Table with wide tabletop (Personnel and Community Ed.)	2	200	400	
Computer and Printer (Personnel)	1	1,250	1,250	
Secretary Desk (Tech/Migrant Issues) 1	400	400	
Classic Computers (OBE-Technology)	13	1,094	14,222	
Computers for electronic research (Technology)			8,370	
Portable Audiometer (Maico MA-27) (Probstfield Nurse's Office)	1	699	699	
Community Education Office Equipment	t:			
Desks	4	300	1,200	05.200.605.000.00537
Chairs	4	100	400	
Side chairs	6	150	900	
Four-drawer file cases	4	125	500	
Storage cabinets - 78" high	2	175	350	
Overhead projector	1	400	400	
Desk at Junior or Senior High	1	300	300	
Printer stands	2	280	560	
Computer stands	4	180	720	

Computers	3	1,500	4,500	
Laser printer - w/pro-collection font cartridge, legal tray	1	2,000	2,000	
Printer for running reports/class lists/enrollments Okidata ML39	1	650	650	
Letter-quality printers Epson LQ870-24 pin	2	500	1,000	
Startup for three classrooms at Asp	L			
Table/Chair Desks	90		6,030	05.384.605.000.00530
Teacher Desks	3	290	870	
Teacher Chairs with Arms	3	100	300	
Four-Drawer File Cabinets	3	100	300	
Storage Cabinets	3	650	1,950	
Kidney-Shaped Tables	3	91	273	
Occasional Chairs 18"	30	17	510	
MacIntosh LC Computers	3	1,659	4,977	
ImageWriter II Printers	3	393	1,179	
Overheads	3	160	480	
Carts	3	100	300	
Bookcases	4	75	300	
Bulletin Boards	2	167	334	
Wiring to Corvus (cord and wire)	3	100	300	
Globes and Maps	3		654	
Lunchroom Tables	3	700	2,100	
Screens for Art	2	150	300	
Art Storage	1	500	500	
	TO	TAL	\$61,528	

MUSIC
DISCRETIONARY EQUIPMENT CAPITAL OUTLAY

<u>Item</u>	Quantity	Unit Cost	Total Cost	Budget Code
Choir Robes	100	75	7,500	05.200.258.000.00532
Full Size Tuba	1	2,660	2,660	
Junior Tuba (3/4)	2	1,412	2,824	
Music Stands	10	27.10	271	
Snare	1	850	850	
String Bass	1	3,985	3,985	
String Bass Bow	1	350	350	
String Bass Bag	1	310	310	
			\$18,750	

FACILITIES SUMMARY AND FIVE-YEAR PLAN

	Balance as of July 1: Less Townsite Receivable Cash Balance	1991 (\$102,669) \$1,071,332 (\$1,174,001)								
		1991-92	1992-93	1993-94	1994-95	1995-96	1996-97			
	Food Service	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000			
	Region I	\$6,000	\$7,085	\$0	\$0	\$0	\$0			
	Lease Expenses	\$240,000	\$241,000	\$242,000	\$243,000	\$244,000	\$245,000			
	Special Assessments	\$16,836	\$16,788	\$9,000	\$9,000	\$9,000	\$9,000			
	Maintenance	\$53,000	\$57,000	\$59,000	\$61,000	\$63,000	\$66,000			
	Telecommunications/Telephone	\$62,000	\$66,000	\$72,000	\$78,000	\$80,000	\$80,000			
	Building Construction/Maintenance	\$396,000	\$550,313	\$189,350	\$156,000	\$289,000	\$229,184			
S	* Shift per MDE	To be determined								
	Interest Expense	\$27,932	\$53,000	\$0	\$0	\$0	\$0			
	Facility Expenditures	\$811,768	\$1,001,186	\$581,350	\$557,000	\$695,000	\$639,184			
	Anticipated Revenue	\$864,500	\$894,097	\$924,000	\$953,700	\$984,400	\$1,015,000			
	Capital Lease Revenue	\$126,000	\$114,938	\$241,000	\$242,000	\$243,000	\$243,000			
	Anticipated Cash Balance	(\$995,269)	(\$987,420)	(\$403,770)	\$234,930	\$767,330	\$1,386,146			

^{*} Due to Minnesota Department of Education shift from Health and Safety Budget regarding Senior High Asbestos/Accessibility.

FACILITIES CAPITAL OUTLAY

(Refer to Appendix A: Referendum for additional facility items that are not a part of this Facilities Capital Outlay budget.)

		Unit	Total	
Them	Quantity	Cost	Cost	Budget Code
FOOD SERVICE			10,000	05.005.850.000.00524
REGION I			7,085	05.005.850.000.00822
LEASE EXPENSES			241,000	05.005.850.000.00370
Football Fields * Sports Center including new space Golf and Track Rental Early Childhood Family Education Voyager School Lease of fuel tanks and fuel pumps				
SPECIAL ASSESSMENTS				05.005.850.000.00860
			16,788	
MAINTENANCE				05.005.850.000.00522
Gym Floor Refinish - Senior High To be determined			15,000 42,000	
			\$57,000	
TELECOMMUNICATIONS/TELEPHONE				05.005.850.000.00534
			66,000	
BUILDING CONSTRUCTION/RENOVATION				
Roof - Probstfield Repair/Renovatio	n		295,000	05.190.850.000.00522
Roof - Washington Repair/Renovation			35,000	05.194.850.000.00522
Special Education Addition - Robert	Asp		130,000	05.384.850.000.00522
Remodeling for 3 classrooms - Asp			80,000	05.384.850.000.00522
Remodeling - Junior High			5,000	05.385.850.000.00522
Pavement and Fencing - Senior High			5,313	05.382.850.000.00511
			\$550,313	
Interest Expe	nse		\$53,000	05.005.920.000.00742
Total Expendi	ture	s	1,001,186	

^{*} The Sports Center lease includes rental space for the day treatment center classrooms, a new weight lifting facility, restrooms, concessions, and a wrestling facility.

FIVE-YEAR HEALTH AND SAFETY PLAN

Actual Fund Balance as of July 1, 1991	\$332,739					
	1991-92	1992-93	1993-94	1994-95	1995-96	1996-97
Electrical Retrofit	\$0	\$40,000	\$0	\$0	\$0	\$0
Underground Tank Replacement	*\$750,000	\$0	\$0	\$100,000	\$0	\$0
Asbestos Removal	\$0	\$105,000	\$551,950	\$475,550	\$350,300	\$650,140
Science Lab Retrofit	\$25,000	\$0	\$0	\$0	\$0	\$0
Asbestos Loan Payback	\$76,400	\$76,400	\$76,400	\$76,400	\$76,400	\$76,400
Food Service Health Codes	\$0	\$0	\$0	\$0	\$0	\$Ø
Hazardous Substance Consultation	\$0	\$0	\$25,000	\$25,000	\$25,000	\$25,000
nazardous babbeance conservation						
N G	\$851,400	\$221,400	\$653,350	\$676,950	\$451,700	\$751,540
Total Expenses	\$985,580	**\$1,447,149	\$0	\$0	\$0	\$0
Anticipated Revenue	\$466,919		\$1,039,318	\$362,368	(\$89,332)	(\$840,872)
Anticipated Balance	\$400,919	51,092,000	31,033,010			

^{* 1991-92}

^{** 1990-91} health and safety asbestos levy in the amount of \$1,483,914 is being disputed.

HEALTH AND SAFETY CAPITAL OUTLAY

Tiem	Quantity	Unit Cost	Total Cost	Budget Code
Electrical Retrofit			\$40,000	05.005.860.365.00525
			\$40,000	
Asbestos Removal Washington ceiling, tile Probstfield ceiling, tile Edison ceiling, tile Riverside ceiling, tile			22,500 22,500 22,500 22,500	05.005.860.358.00523
Dust Collector - Junior High			15,000 \$105,000	
Asbestos Loan Payback Senior High Robert Asp			60,800 15,600	05.005.860.000.00710
			\$76,400	
	TOTAL		\$221,400	

ADMINISTRATION			
MacIntosh Personal Laser Writer NT	1		1,618
Keyboard Drawer System	3	89	267
Pitney Bowes Postage Meter	1		1,500
Portable MacIntosh Computer	1		1,678
			\$5,063
HEALTH SERVICES			
Ergonomic Chair	2	140	280
			\$280
SPECIAL SERVICES			
Cassette Tape Copier	1		288
PC Station Computer Stand (48" wide)	1		312
Teacher Desk	1		260
Adult's Straight Chair (17")	7	38	263
			\$1,123
STUDENT SERVICES	4		
16-Seat Lunchtable	4	700	2,800
			\$2,800
To be determined			\$6,803
In reserve			\$6,000
TOTAL			\$44,028

Special Education Federally Funded Capital Purchases 1992-93

Qty	Description	Teacher/ School	Code	Unit Cost	Total
1	Supine Stander-Small with Lateral Pads and	Erickson/EED Lincoln	ral ECSE Funds) 01.100.424.420.0053	3. 585.00	585.00
	Butterfly Kit-Mini Si			1,094.00	2,188.00
2	Mac Classic Computer Stylewrite Printer			291.00	291.00
1	To Be Determined			2,000.00	2,000.00
Tota	1 of Part F				5,064.00
1000	01 1010 1				
1	Grey Height Adjustable		01.200.420.419.005	33. 345.00	345.00
	Chair with Arms General Special Ed.	Swedberg/TCC		3,000.00	3,000.00
1	Equip. To Be Determin Mac Classic Computer	ea		1,094.00	1,094.00
1	Bruininks-Oseretsky	OT/PT	01.200.420.419.005	33.343 295.00	295.00
W Vigo	Test Kit			195.00	195.00
1	PDMS Computer Program	ales		22.00	66.00
3 21	15 Response/Scoring Bo Student Chairs	OKB		588.00	588.00
1	Posture Chair			265.00	265.00
1	Jumbo Nestibenches			499.00	499.00
1	Junior Nestibenches			269.00	269.00
1	4 Drawer File Cabinet			142.00	142.00
1	Mac LC 440 Computer	Hurley/MMH/Wash	01.200.440.419.005	33. 1,659.00	1,659.00
1	Stylewrite Printer			291.00	291.00
1	Computer Cart			200.00	200.00
1	Keinx Adaptive Firmwar	e Kempf/MSMH	01.200.450.419.005	33. 780.00	780.00
	Card Grasshopper-Adult Size	Smith/MSH/MSMH		833.00	833.00
2	Visual Dividers with Universal Post and Feet	Bloom/River/MSMH		161.00	322.00
1	Small Cut Out Table	POHI	01.200.460.419.005		175.00
7	17" Adult Chair	STATE OF STREET		38.00	266.00
1	Woodcock-Johnson, Pt :	II		213.00	213.00
1	Mac LC 440 Computer			1,659.00	1,659.00
1	Stylewrite Printer			291.00 250.00	291.00 250.00
1	Unicorn Power Pad 5"			335.00	335.00
1	Edmark Touch Window for Mac			333.00	

03-16-92

Qty	Description	Teacher/ School	Code	Unit Cost	Total
1 1 1 1	Microphone Transmitter BTE FM Receiver Main Power Charger Microphone Transmitter Multi-Channel Capacit with 3 Crystals for M Transmitter	Deist/Hearing w/ y (5 frequency)	Education Fund) CONTINU 01.200.465.419.00533.	485.00 940.00 187.00 625.00	485.00 940.00 187.00 655.00
1 1 1 1	Mac Classic Computer Image Writer Printer Computer Cart Mac LC 440 Computer	Stein-Husband/MSH/ Speech Hanson/Washington/ Speech	01.200.470.419.00533.	1,094.00 393.00 300.00 1,659.00	1,094.00 393.00 300.00 1,659.00
1 1 1 1 1 1	2 Drawer Vertical File Mac Classic Computer Sirco Computer Table Mac Classic Computer Sirco Computer Table Mac LC 440 Computer	Grossmann/Probst/SLD Hastings/Asp/SLD Shercliffe/Asp/SLD Stig, Riendeau, Hulett/MJH/SLD	01.200.490.419.00533.	141.00 1,094.00 206.00 1,094.00 206.00 1,659.00	141.00 1,094.00 206.00 1,094.00 206.00 1,659.00
1	Corvus Hookup for 2 Computers Rm 108 Mac LC Computer with Apple IIE Card and	Enderle, Noesen/ MJH/SLD Sullivan/Edison/SLD		500.00	500.00 2,013.00
1	Apple 5.25" Drive Mac LC Computer with Apple IIE Card and Apple 5.25" Drive Stylewrite Printer	Biller/Edison/SLD		2,013.00	2,013.00
1	Mac LC Computer with Apple IIE card and Apple 5.25" Drive	Kovash/River/EBD	01.200.493.419.00533.	2,013.00	2,013.00
1 1 1	Stylewrite Printer Imagewriter Printer Easel w/Paper and Chalkboard	Haugtvedt/Wash/EBD Grubb/Wash/EBD		291.00 393.00 300.00	291.00 393.00 300.00
1 1 1 1 1	Apple IIGS w/Printer Computer Cart Apple IIGS w/Printer 4 Drawer Locking File	Nerland/Probst/EBD Fitzgerald/Probst/ EBD		1,825.00 200.00 1,825.00 143.00	1,825.00 200.00 1,825.00 143.00
1 Tota	Mac Classic Computer	Grossman/MSH/WEH	01.200.440.419.00533.	1,094.00	1,094.00 37,046.00

03-16-92

Qty	Description	Teacher/ School	Code	Unit	Total
	CAPI	TAL EXPENSES BILL	BACK TO OTHER USER DISTRIC	TS	
28 2 1 7 8 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Virco 9100 Blue Chairs 4 Drawer Locking File 36 x 60 Table 3 x 4 Bulletin Boards Study Carrels Double Pedestal Desk Kidney Table 48 x 72 Everyday Chair-Teacher 24 x 48 Table Apple IIGS Computer Imagewriter Printer Computer Cart Library Unit (Menard's) Mac Classic Computer Stylewrite Printer Computer Cart 3 Shelf Bookshelf al for Outreach Center	Wedl1/Outreach Center	05.200.499.740.00533.	28.00 142.00 92.00 50.00 140.00 300.00 124.00 140.00 53.00 1,466.00 393.00 200.00 45.00 1,094.00 291.00 200.00 30.00	784.00 284.00 92.00 350.00 1,120.00 300.00 124.00 140.00 53.00 1,466.00 393.00 200.00 45.00 1,094.00 291.00 200.00 300.00 7,236.00
1	Computer Cart	Butler/Genesis	05.200.495.740.00533.	. 308.00	308.00
1	Computer Cart	Dinga/Odyssey	05.200.496.740.00533.	200.00	200.00

D3-16-92

LONG-TERM FACILITIES PLANS AND REFERENDUM

The following is a facilities plan excerpt from the March 10, 1992, Board of Education meeting minutes on the Long-Term Facilities Options.

LONG-TERM FACILITIES OPTIONS: Hastad moved, seconded by Cox, to direct administration to prepare for a \$12.5 million bond referendum for the purposes outlined in Option E-1 to include a new building initially configured for grades 5-8. Motion failed 2-5: Alexander, Hunt, Cummings, Borgen and Gustafson dissenting.

Alexander moved, seconded by Hunt, to direct administration to commence the process of preparing to implement the long-range facilities plan as presented, utilizing the timelines presented in Appendix D-1. Motion carried by majority roll call vote 7-0.

The approved motion directs administration to prepare for the passage of a referendum including the following:

1. Construct an addition of a new kitchen, storage and instructional spaces (conference rooms and special education areas) at Probstfield School (\$404,000);

2. Site Purchase and Development

a. Site purchase includes the entire St. Francis Church

property or amount available for purchase.

b. Purchase of nine homes to the south of Robert Asp School This includes five between 11th and 13th Streets North. houses between 11th and 12th Streets North and four homes between 12th and 13th Streets North.

c. Request the City of Moorhead to vacate 9th Avenue North from 11th Street North to 14th Street North, to allow site

development.

- Request the City of Moorhead to construct a street (8th or 8 1/2 Avenue North) from 11th to 13th Streets North.
 e. Purchase a site of 50 to 80 acres for future development.
- (\$720,000 to \$1,300,000)

Voyager School modifications:

- a. Food service kitchen area improvements/alternates (\$150,000).
- b. Media center (including shelving, print and non-print materials) (\$25,000).

4. Robert Asp remodeling and additions:

a. Construct a new instructional media center (\$334,000).

b. Conference rooms (\$55,000).
c. Staff work room (\$51,000).
d. Eight additional classrooms to be used for regular education, music and special education needs (\$480,000).

5. Junior High School remodeling and additions: a. Construct a new instructional media center (\$334,000). b. Conference rooms (\$55,000).c. Staff work room (\$51,000). d. Remodel current locker rooms for use by either boys or girls (\$72,000). e. An addition including a vocal/multi-purpose room and new locker room area for boys or girls (\$498,000). f. Six additional classrooms (\$350,000). 6. Technology a. The district will provide for impending technology needs (\$841,000). The following items will also be included in the referendum: 1) Junior High multipurpose room (\$340,000); 2) Asp soundproofing, staff bathroom, custodial or storage (\$75,000); 3) Probstfield 4 classrooms (\$360,000); 4) District-wide telephone upgrade, to include some intercoms (\$150,000); 5) District-wide electrical upgrade (\$40,000); and, 6) Senior High wrestling room remodeling for special education uses (\$112,000).

6 1 1 8



Capitol Square 550 Cr dar Street Saint Paul, Minnesota 55101 612/296-6104

To:

Superintendents

Elementary Principals

From:

Ceil Critchley CC

Assistant Commissioner

Division of Learning and Instructional Services

Date:

January 15, 1992

Subject:

Individualized Learning Development Aid (ILDA)

The purpose of this memo is to provide you with the opportunity to apply for Individualized Learning and Development Aid for school year 1992-1993. This program has been extremely well received by parents, teachers and administrators. Most districts report that the ILP has greatly increased quality communication between parents and educators and has enhanced attention to individual students strengths and needs.

The Program has two changes from last year. They are:

- 1) The program is expanded from kindergarten to grade two in 1991-1992 to kindergarten, grades one, two and three in 1992-1993.
- 2) The amount of funding is changed from \$64.00 in 1991-1992 to \$66.00 in 1992-1993.

This funding is not competitive and as it stands now there is sufficient funding to pay for participation by all districts. However, each district needs to submit its form by April 15, preceding the year for which the district will receive aid or it will lose its claim to the funding for the coming year. Please be certain that your application arrives at our office by April 15, 1992.

Attached, please find a revised form that will provide the necessary stipulations and provides information the Department needs for requesting refunding of this program. Also, please find a summary of the intent of the ILDA legislation.

Please note that we have talked to the major authors of the legislation and all are insistent that if a district does not develop an individual learning plan for each student for whom they are receiving aid, that district's funding should be reduced appropriately because they are not complying with the good faith effort requirements in the legislation.



Almost all districts are participating in this program and have their own models. We do have examples of exemplary individualized Learning Plans and support materials created by various districts as well as the model plans and video tape created by the Department two years ago. Please call Joyce Thompson at 612-297-1642 for these materials.

INDIVIDUALIZED LEARNING AND DEVELOPMENT. The purpose of ILDA is to improve the education of public school pupils by: (1) working toward reducing instructor-learner ratios and increasing the amount of individual attention given each learner and to help each learner develop socially and emotionally and in knowledge, skills, and attitudes; and (2) improving program offerings.



The major intent of the legislation is improve education through:

- 1. Reducing instructor-learner ratios.
- 2. Increasing the amount of individual attention given each learner so that:
 - A. Each learner can develop socially and emotionally.
 - B. Each learner can learn new knowledge and skills.
 - C. Each learner can develop more positive attitudes.
- 3. Improving Program offerings
- Subd. 2. (DEFINITION.) "Instructor" in this section means a public employee licensed by the board of teaching whose duties are full-time instruction or the equivalent, excluding a teacher for whom categorical aids are received pursuant to sections 124.273 and 124.32. Instruction may be provided by a learner's instructor, by another instructor, by a team of instructors, or by an education assistant or aide supervised by a learner's regular instructor. In this section, instructor does not include supervisory and support personnel, as defined in section 125.03. An instructor whose duties are less than full-time instruction must be included as an equivalent only for the number of hours of instruction.
- 1. Instructor is defined in Section 16 as "a public employee licensed by the board of teaching whose duties are full-time instruction or the equivalent, excluding a teacher for whom categorical aids are received pursuant to sections 124.273 [limited English proficiency] and 124.32 [handicapped children.]
- 2. Instruction may be provided by a learner's instructor, by another instructor, by a team of instructors. An education assistant or aide can be used if supervised by a learner's regular instructor.
- 3. Instructor does not include supervisory and support personnel, as defined in section 125.03.
- 4. An instructor whose duties are less than full-time instruction must be included as an equivalent only for the number of hours of instruction.

(STATE REVENUE CRITERIA.) Revenue available must be used to enable a district to work to achieve the district's instructor-learner ratios in kindergarten thru grade three established by the curriculum advisory committee in each district, and to prepare and use an individualized learning plan for each learner in kindergarten thru grade three student. A district must not increase the district wide instructor-learner ratios in grades four through eight as a result of reducing instructor-learner ratios in kindergarten thru grade three.

A district's curriculum advisory committee, as part of the policy under section 126.666, must develop a district wide plan to work to achieve the instructor-learner ratios in kindergarten thru grade three adopted by the school board of

the district, and to prepare and use an individualized learning plan for each learner in kindergarten thru grade three.



- 1. The school board of the district must adopt an instructor-learner ratio. The ratio is based upon recommendations developed by the district's curriculum . advisory committee.
- 2. The district's curriculum advisory committee, as part of the PER policy, must develop a district wide plan to work toward achieving the instructor-learner ratios in kindergarten through grade three adopted by the district school board and to prepare and use an individualized learning plan for each learner in kindergarten through grade three.
- 3. The purpose of the revenue is to enable a district to work to achieve the district's instructor-learner ratios in kindergarten through grade three and to prepare and use an individualized learning plan for each learner in kindergarten through grade three.
- 4. A district must not increase the district wide instructor-learner ratios in grades four through eight as a result of reducing instructor-learner ratios in kindergarten through grade three.
- 5. If the school board of a school district determines that the district has achieved and is maintaining the instructor-learner ratios specified by the district's curriculum advisory committee, and has prepared and is using individualized learning plans, the school board must direct the school district to use the aid it received under section 17 to work to improve program offerings throughout the district, or the education district of which the district is a member, based upon a plan developed by the district's curriculum advisory committee.

(INDIVIDUALIZED LEARNING AND DEVELOPMENT AID.)

(ELIGIBILITY.) A district is eligible for individualized learning and development aid if the school board of the district has adopted a district instructor-learner ratio specified by the district's curriculum advisory committee and submits its ratio to the department of education by the April 15, preceding the year for which the district will receive aid.

- 1. District curriculum advisory committee specifies instructor-learner ratio.
- 2. Local school board adopts instructor-learner ratio.
- 3. Local school board submits its ratios to the Department of Education by April 15, preceding the year for which the district will receive aid. (Department responsibility for program delegated to Gilbert Valdez.)

(WITHHOLDING.) The commissioner must withhold individualized learning and development aid from any district that fails to make a good faith effort to achieve its instructor-learner ratios.

The commissioner is required to withhold funds from districts that fail to make a good faith effort to achieve their instructor-learner ratio. Good faith effort is not defined in law. Reasonable components of good faith effort might be:

- 1. Maintenance of a low instructor-learner ratio or a lower instructor-learner ratio in kindergarten through grade three than previous years.
- 2. An increase in proportion of available revenues devoted to instructor-learner ratios in kindergarten through grade three.
- 3. Clearly defined, age and individually appropriate learner plans and evidence of their use.
- 4. An increase in the amount of individual attention given each learner in kindergarten through grade three to help each learner develop socially and emotionally and in knowledge, skills, and attitudes.
- 5. No increase in instructor-learner ratio in grades four through eight.
- 6. If all of the above are clearly in place, these funds may be used to improve program offerings throughout the district.

(Monitoring and Evaluation)

The Commissioner of Education shall monitor and evaluate the effectiveness of district's reduced instructor-learner ratios, individualized learning plans, and efforts to improve program offerings and shall report to the education committees in the legislature before March 1 of each school year.

- 1. The Department would conduct paper review on most districts efforts and then do a few on-site visits in locations randomly selected. (There is no administrative money available for either the department or districts to monitor or evaluate program.)
- 2. Attention would be given to:
 - a. Instructor-learner ratio reductions in grades k through three and no increase in grades four through eight.
 - b. Increases in the quality of education in kindergarten through grade three as a result of individual learner plans.
 - c. Improvement of program offerings in areas outside of grades k through three.
- 3. The Department would evaluate the effectiveness of district's reduced instructor-learner ratios, individualized learning plans, and efforts to improve program offerings and report to the education committees in the legislature before March 1 of each school year.

	APPENDIX H-1
	t to do the following
Member	introduced the following
resolution and moved its ado	otion:
	WETWITHE AND DEDUCTIO
	NTINUING AND REDUCING
EDUCATIONAL PRO	GRAMS AND POSITIONS
sweepens the Gabarah Base	as as Independent School District No.
WHEREAS, the School Boa	rd of Independent School District No.
152 at a Board meeting neid	on <u>January 28, 1992</u> directed the mendations for staff reductions in
administration to make recom	mendations for staff reductions in
programs and positions due t	o decreasing enrollment and/or
financial conditions of the	school District, and
	tion has among a recommendation
WHEREAS, the administra	tion has prepared a recommendation,
	gabasi Board of Indonondont School
BE IT RESOLVED, by the	School Board of Independent School
District No. 152, as follows	
	time be discontinued at the end of
That the following posi	tions be discontinued at the end of
the contract year 1991-92.	
Position	FTE
Counselor	2.12
Drafting	.93
General Educat	
Administrative	
Computer Progr	
Postal Service	
Marketing	.59
Dental	.27
Medical Record	s .06
Carpentry	.04
Diesel	.16
Technical Tuto	
Special Needs	
Minority Advis	
minority mavis	
	10.62
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:
cancil chereon, the retreating	
and the following voted agai	nst:
and the lottering room again	
Whereupon said resolution wa	s declared duly passed and adopted.
oroupon bura roboration wa	

Date

Chairperson

		AUGUST	
1992-93 PROPOSED CALENDAR		31	MEEP Day K-6
August-September	February		
August September	repruary	SEPTEMBER	
M T W TH F	M T W TH F	1, 2, 3	Teacher Workshop K-12
A) [1 2 3] A)	1 2 3 4 5	4	MEEP Day K-6
7 8 9 10 11	8 9 10 11 12	7	Labor Day
14 15 16 17 18	15 16 17 18 19	0000000	
21 22 23 24 25	22 23 24 25 26	OCTOBER	wms.
28 29 30		15, 16	MEA
	1	NOVEMBER	
		6	End of First Quarter
October	March	6	MEEP Day K-12
		20	P/T Kind. Conf. All Day
, 1 2	1 2 3 4 5	23	P/T Kind Conf. Day/K-12 Evening
5 6 7 8 9	8 9 10 11 12	24	P/T Conferences K-12 All Day/Evening
12 13 14 (15 16)	15 16 17 18 19	25	Teacher Comp Day K-12
19 20 21 22 23 26 27 28 29 30	22 23 24 25 25 29 30 31	26, 27	Thanksgiving Holiday
20 27 20 29 30	29 30 31		
November	April	DECEMBER	
NOVERIDEL	1	23	Teacher Comp Day K-6
	1 2	24	Winter Break Begins
2 3 4 5 6	(5) (6) (7) 8 (9)	JANUARY 1	003
9 10 11 12 13	12 13 14 15 16		Classes Resume
16 17 18 19 (20)	12 13 14 15 16 19 20 21 22 23	4 22	End of Second Quarter
(23) (24) 25 (26 27)	26 27 28 29 30	22	Teacher Workshop K-12
30			reacher morkshop k 12
		FEBRUARY	
December	May	12	Teacher Workshop K-12
		15	Presidents' Day
1 2 3 4	3 4 5 6 7		
7 8 9 10 11	10 11 12 13 14 17 18 19 20 21	MARCH	
14 15 16 17 18	17 18 19 20 21 24 25 26 27 28	26	End of Third Quarter
21 22 23 24 25 28 29 30 31	31 20 27 20	26	MEEP Day K-12
28 27 30 31	9		
January	June	APRIL	
		5	P/T Kind. Conf. All Day
(1)	1 2 3 4	6	P/T Kind. Conf. All Day/K-12 Evening
4 5 6 7 8	7 8 9 10 11	7	P/T Conferences K-12 All Day to 6 p.m.
11 12 13 14 15	14 15 16 17 18	8	Teacher Comp Day K-12 Spring Break
18 19 20 21 22	21 22 23 24 25	12	Spring Break
25 26 27 28 29	28 29 30	13	Teacher Comp Day K-6
		MAY	. Toughter company is a
MEEP 🛆	SNOW MAKEUP DAYS	31	Memorial Day
Workshop	February 15		
Vacation O	April 12	JUNE	
P/T Conference ()	June 4	3	Last Day with Students
Teacher Comp Day		4	Last Day for Staff
		6	Graduation Day

Tomorrow in Brief



David Harper, an associate professor of food and agricultural chemistry at the Queens University of Belfast, displays foods derived from wild plants in the arid Sudan.

Wild Plants Could Aid Hungry

Wild food sources in Sudan could help that hungerwracked African nation through future famines. A team of researchers from the Queen's University of Belfast is studying the plants on which survivors of Sudan's 1984-1985 famine lived. The team has found that leaves, seeds, berries, and thorns of many local weeds used by the survivors could be a source of nutrients equal to cereals; some even have the

nutritional value of fish and meat. When fermented or boiled, toxic plants can be made safe and even tasty: Kawal, for instance, is a dish made from a highly toxic legume that can be converted to a high-quality protein; it could even replace meat in the diet. The researchers hope to identify the most-promising "standby" weeds for use when crops fail.

Mommy Network

A Manassas, Virginia newsletter called Connexions provides networking opportunities for stay-at-home mothers who are beginning or continuing out-of-home careers. Millions of mothers in the United States work from 15 to 40 hours or more on their business each week, patching this time around children's naps, school hours, and ac-

tivities, according to publisher Caroline J. Hull. "Homebased entrepreneurial mothers are customizing their work schedules, defining a family/work blend that gives them the flexibility and control still lacking in the formal workplace," says Hull. Connexions offers information and resources on such issues as taxes, desktop publishing, and creating a business plan.

Energy-Conserving Windows

Future windows could be energy sources rather than energy wasters. A glass coating invented by Harvard University chemistry professor Roy G. Gordon reduces the amount of heat that escapes through windows by reflecting it back into the room; at the same time, since the windows are neutral rather than colored, they allow more solar energy to enter than is usually the case with coated glass. Gordon's coating consists of very thin layers of tin oxide and fluoride and is now being marketed by Libby-Owens-Ford Co. as Energy Advantage™ Low-E Glass.



Harvard professor Roy G. Gordon displays his energy-saving glass.

Each square foot of the coated glass saves about a gallon of heating oil per season in cold regions, says Gordon. The coating can also be used to make car windshields frost-free and oven windows stay cool.

Candy to Fight **Tooth Decay?**

A soluble protein found in milk can prevent tooth decay and even repair teeth already decaying, Australian researchers report. The protein, casein phosphopeptide, replaces the calcium phosphate that is destroyed when sugars convert to acid in the mouth, according to scientists at the University of Melbourne. The protein could be added to toothpaste and mouthwash as well as to sugary foods such as candy bars and soda pop to help fight cavities among those with a sweet tooth.

Indonesia's Family-**Planning Success**

A family-planning program initiated in 1970 has allowed Indonesia to reduce fertility by 40% and to curb its annual population-growth rate from 2.3% in the mid-1960s to 1.97% in the mid-1980s. The nation currently has the fifthlargest population in the world but one of the lowest population-growth rates of all developing nations. Haryono Suyono, head of the National Family Planning Coordinating Board, hopes that Indonesia can lower its growth rate to 1.6% by 1995.



Program broadcast on Chrysler's corporate satellite network offers unique advertising opportunity.

Company Sells Ads On Its Own Network

Advertisers may have a new medium for reaching niche markets. The Chrysler Corporation is now selling advertising time on its satellite-transmitted Chrysler Dealer Network. The network links more than 5,000 auto dealerships throughout the continental United States, providing a variety of information, training, and automotive news broadcasts six hours a day, three days a week. Air time, in 30-second and 60-second spots, is offered to any advertiser-whether in the automotive business or not-who wishes to reach Chrysler's audience of dealers, sales managers, service managers, and

For more information, see "Sources, Tomorrow in Brief" on page 53 of this issue.

5-M9-605 MIN 4-3-92: EMERGENCY MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 2, 1992
PAGE 1

MEMBERS PRESENT: Dr. Wayne Alexander, Curt Borgen, Bill Cox, James Cummings, Anton Hastad, Ellen Hunt, and Bob Jernberg.

MEMBERS ABSENT: Mark Gustafson,

CALL TO ORDER: The meeting was called to order at 6:45 p.m.

PREVIEW OF AGENDA: Jernberg previewed the agenda.

<u>MEETING CLOSED</u>: Borgen moved, seconded by Hastad, to close the meeting at 6:50 p.m. for the purpose of considering allegations or charges against an individual. Motion carried 6-0.

Discussion was held with regard to charges of misconduct against a teacher of the school district.

MEETING REOPENED: The meeting was reopened at 8:03 p.m.

<u>APPOINT TEMPORARY CLERK</u>: Hastad moved, seconded by Hunt, to appoint Curt Borgen as temporary clerk, in the absence of Mark Gustafson. Motion carried 6-0.

RESOLUTION RELATING TO RESIGNATION: Alexander moved, seconded by Borgen, to approve the resolution relating to the resignation of Kent Kaiser, teacher at Moorhead Senior High School, effective April 30, 1992. Motion carried 6-0 by majority roll call vote.

<u>ADJOURNMENT</u>: Borgen moved, seconded by Cox, to adjourn the meeting at 8:10 p.m. Motion carried 6-0.

5-Mg-805 MIN 46-92: SPECIAL MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 6, 1992
PAGE 1

MEMBERS PRESENT: Dr. Wayne Alexander, Curt Borgen, Bill Cox, James Cummings, Mark Gustafson, Anton Hastad, and Ellen Hunt.

CALL TO ORDER: The meeting was called to order at 5:05 p.m.

INTERVIEW OF SUPERINTENDENT CANDIDATE: The Board interviewed Dr. Dennis Kraft of Missoula, Montana and Dr. John Christiansen of Mitchell, South Dakota for the Superintendent position.

ADJOURNMENT: Borgen moved, seconded by Hastad, to adjourn the meeting at 9:05 p.m.

SPECIAL MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 7, 1992
PAGE 1

26-49-605 4.7-92

MEMBERS PRESENT: Dr. Wayne Alexander, Curt Borgen, Bill Cox, James Cummings, Mark Gustafson, Anton Hastad, and Ellen Hunt.

CALL TO ORDER: The meeting was called to order at 5:00 p.m.

INTERVIEW OF SUPERINTENDENT CANDIDATE: The Board interviewed Dr. Al Adair of Red Oak, Iowa and Dr. Margo W. Barnhart of Greeley, Colorado for the Superintendent position.

ADJOURNMENT: Alexander moved, seconded by Hastad, to adjourn the meeting at 10:20 p.m.

5-M9-B05 N,N 4.8-92 SPECIAL MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 8, 1992
PAGE 1

MEMBERS PRESENT: Dr. Wayne Alexander, Curt Borgen, Bill Cox, James Cummings, Mark Gustafson, Anton Hastad, and Ellen Hunt.

CALL TO ORDER: The meeting was called to order at 5:00 p.m.

INTERVIEW OF SUPERINTENDENT CANDIDATE: The Board interviewed Mr. Robert M. Jernberg of Moorhead, Minnesota and Dr. Nicholas Fischer of Waterloo, Iowa for the Superintendent position.

<u>SET SPECIAL MEETING</u>: Alexander moved, seconded by Borgen, to call a special meeting for Monday, April 13, 1992 at 6:30 p.m. for the purpose of narrowing the finalists the three (3) individuals. Motion carried 7-0.

<u>ADJOURNMENT</u>: Alexander moved, seconded by Hastad, to adjourn the meeting at 10:15 p.m.

5-M9-B05 MM 4-13-92 SPECIAL MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 13, 1992
PAGE 1

<u>MEMBERS PRESENT</u>: Dr. Wayne Alexander, Curt Borgen, Bill Cox, James Cummings, Mark Gustafson, Anton Hastad, Ellen Hunt, and Bob Jernberg.

MEMBERS ABSENT: None

CALL TO ORDER: The meeting was called to order at 6:30 p.m.

REVIEW SUPERINTENDENT FINALIST CANDIDATES: The Board reviewed the qualifications of the six (6) remaining candidates for the superintendent position. Three candidates were chosen for site visits to be conducted. Those finalists are: Dr. John Christiansen, Mitchell, SD; Dr. Margo Barnhart, Greeley, CO; and, Dr. Nicholas Fischer, Waterloo, IA. Site visits will be conducted April 20-24, 1992. Board members Curt Borgen and Ellen Hunt will be the representatives sent.

<u>ADJOURNMENT</u>: Alexander moved, seconded by Gustafson, to adjourn the meeting at 9:05 p.m.

INDEPENDENT SCHOOL DISTRICT NO. 152 MOORHEAD, MINNESOTA

Notice is hereby given that a <u>Regular</u> meeting of the Moorhead School Board will be held on <u>Tuesday</u>, <u>April 14</u>, 1992, at 6:30 p.m. in the <u>BOARD ROOM</u> at <u>TOWNSITE CENTRE</u>.

Robert Jernberg, Interim Superintendent

MISSION STATEMENT

To develop the maximum potential of every learner to thrive in a changing world.

Dr. Wa A. C.	yne Alexander (Curt) Borgen	Anton Has	afson tad t
James	Cummings	Robert Je	rnberg
ı.	CALL TO ORDER		
II.	PLEDGE OF ALLEGIANCE	E	
III.	PREVIEW OF AGENDA -	Robert Jernberg,	Interim Superintendent
IV.	APPROVAL OF AGENDA		
	Moved by	Seconded	by
v.	APPROVAL OF MINUTES		Appendix A
	Recommendation: Mo	ve to approve the presented.	minutes of March 10,
	Moved by	Seconded	
VI.	CONSENT AGENDA (Ite	ms: VII; XIV B. 1	0-16)
	*All items listed wire be routine by the Samotion. There will items unless a Board which event the items sequence on the age.	chool Board and wi be no separate di d member or citize m will be consider	Il be enacted by one scussion of these on so requests, in
	Recommendation: Moragenda.	ve to approve the	items on the consent
	Moved by	Seconded	by
*VII.	CONSIDERATION OF CL	AIMS	Appendix B

WIII. COMMUNICATIONS

A letter was received from Robert Block, Superintendent of Fergus Falls Public Schools, expressing how proud he was of Moorhead and their representation of Region 8-AA at the hockey tournament. He believed Moorhead played great hockey and, even more important, was the fact that they behaved as gentlemen and were model players on the ice. He also congratulated the school district and administration on the winning of the Sportsmanship Award.

- IX. OPPORTUNITY FOR COMMUNITY/STAFF TO SPEAK
- X. FOR YOUR INFORMATION

Appendix Z

1. Futures Article - Appendix Z-1

XI. "WE ARE PROUD"

- Congratulations to Jessica Olson and Chris Welle for being recipients of Artist/Mentor scholarships awarded by the Lake Region Arts Council for 1992-93.
- 2. The Moorhead Area Education Foundation's "Dollars for Scholars" telethon and Lutheran Brotherhood raised over \$8,000 with its telethon in March. Missy Ochoa was the winner of the stereo radio.
- 3. Congratulations to the "April Students of the Month" who were selected by the Social Studies teachers: 9th grade Jason Burggraff, 10th grade Steven Meyer, 11th grade James Wagner, and 12th grade Lynn Wolfe.
- 4. Congratulations to the boys basketball team on the fourth place finish at the State AA tournament. Team members include: Nate Prosser, Trent Leitheiser, Corey Zimmerman, Pat McDonald, Sean Greenwaldt, Steve Meyer, Scott Beadle, Jason Karch, Jerome Newton, Pete Benson, Kai Hovde, Jim Argent, Scott Eidsness, John Brunsberg, Scott Kohler, Ryan Zimmerman, Jon Jasken, and student manager, Jason Vandeloo.

Also, the team, cheerleaders, and fans received the Sportsmanship Award. Cheerleaders are: Jamie Busse, Diana Danielson, Charity Dittmer, Jessica Laurlia, Kim Lacher, Heidi Martin, Jenny Braun, Heather Bengson, Kelly Littlefield, Jenn O'Brian, Tracy Rikhus, and Christi Ward.

Coaches are Chuck Gulsvig, Bill Quenette, Kent Amundson, and Todd Peterson.

- Congratulations to the fourth grade students and staff for a fine all-city music program. The program promoted reading music and cultural awareness.
- 6. Congratulations to Seth Kovash for placing 4th in the 6th annual Region IV Citizen Bee sponsored by the West Central ECSU. Seth received a \$100 Savings Bond, a gift from the sponsors, and a flag accompanied by a flag etiquette book donated by VFW Post #612.

- 7. The following faculty of the Moorhead Public Schools volunteered their time and expertise to staff an informational booth on Saturday, March 14 to promote Disability Awareness Day at West Acres: Jon Enderle, Jane Rawlings, Mavis Falk, Rob Haseltine, Deb Freeman, Sylvia Peterson, Betty Christensen, Julia Sullivan, Dale Johnson, Mavis Lysaker, Rose Mattson, Pat DuBord, Donna Dunlap-Bitz, Sheryl Wilder, Marilyn Larson, and Linda Smith.
- 8. We are proud of the 28 6th and 7th grade Hispanic students who attended the "Life Management Skills Retreat" on March 27-28. The following individuals were staff for the retreat: Colleen Tupper, Julie Morben, Bert Chamberlain, Jerry Koenig, Pat Babolian, Andrea Langlie, Lupe Steinert, Colleen Morken, Ruth Doelz, Bea Castillo, Juan Manuel Hernandez, Cynthia Sillers and community volunteers-Jennifer Autumn-Star and Mario Zamarron. Others involved with development of the retreat were John Ostlie, Anne Larson, Mary Davies and Jenny Carney.
- 9. Kim Bushaw, Human Development Studies Coordinator at Moorhead Technical College and ECFE parent facilitator, has published an article entitled "Precious Moments Shouldn't Be Purchased" in the North Dakota Association for the Education of Young Children Journal, Prairie Children.

PTTTO	DEL	/MEETING	COMMITTEE	XII.
'Ur	KEF	MEETING	COMMITTEE	X -

Joint Powers - Cummings (4/2)

Student Activities - Cox (4/14)

XIII. MOORHEAD TECHNICAL COLLEGE AGENDA

- A. UNFINISHED BUSINESS
- B. NEW BUSINESS

1.

W BUSINESS		
Consider 1992-93 Calendar - MTC	(Oie)	Appendix C
Explanation: Ap 1992-93 calendar	ppendix C-1 contains the for Moorhead Technica	ne proposed al College.
Recommendation: presented.	Move to approve the 1	MTC calendar as
Moved by	Seconded by	

		2.	Consider Proposed Placement of Tenure Staff on Unrequeste Leave of Absence	ed	Appendix D
			Explanation: Apper proposing to place leave of absence.	ndix D-1 contains tenured staff on	the resolution unrequested
			Recommendation: Moindividuals named in Leave of Absence at year.	in Appendix D-1 on	Unrequested
			Moved by	Seconded by	
			Comments		
		3.	Consider Resolution Terminating and Non Renewal of Probatic Teachers	1-	Appendix <u>E</u>
			Explanation: Apperture terminating and nor teachers.	ndix E-1 contains n-renewal of proba	a resolution tionary
			Recommendation: Mother positions of praperdix E-1.	ove the resolution robationary teache	to terminate rs as listed in
			Moved by	Seconded by	
xiv.			HOOLK - 12 PROGRAI	- MCOMMUNITY EDUCA	TION
	Α.		FINISHED BUSINESS		
		1.	Consider 1992-93 Capital Outlay Budgets	(Jernberg)	Appendix <u>F</u>
			Explanation: Appearant capital outlay bude	ndix F-1 contains gets for the 1992-	the revised 93 school year.
			Recommendation: Mooutlay budgets as p	ove to approve the presented.	1992-93 capital
			Moved by	Seconded by	

B. NEW BU	JSINESS
-----------	---------

	1.	Review Prelimi- (Jen nary Management Plan for 1992-93	rnberg)	Appendix G
		Explanation: Appendix 1992-93 Management Plane recommendations. This budget approved by the	an accompanied by particles is based on the	preliminary preliminary
		Recommendation: For open preliminary budget with meeting after retroact calculated for all grobeen approved.	ll be presented at tive paychecks have	the April 28 e been
		Moved by	Seconded by	
	2.	Review Facility Plans for Referendum	(Lacher)	Appendix <u>H</u>
		Explanation: The plane referendum are being by the Minnesota Department	prepared for review	w and comment
		Bill Cowman of Foss A with the Board.		iew the plans
		Recommendation: For Moved by		
		Commercs		
	3.	Review Chamber Education Committee/ Business Education Exchange	(Jernberg)	Appendix <u>I</u>
		Explanation: Steve W members of the Moorhe Education Committee, Education Exchange wi	ad Chamber of Comm will review the Bu	erce siness
		Recommendation: For	Discussion Only	
		Moved by	Seconded by	
177		Art		

(Siggerud) Appendix J 4. Consider Major Magnitude Field

Trip - Apollo Strings

Explanation: Appendix J-1 contains a information for the Apollo Strings to perform at Disney World in

Orlando, Florida. The group would depart June 6th and return June 13th.

Jim Lund, Apollo Strings Advisor, will be present to respond to questions.

Recommendation: Move to approve the major magnitude field trip for the Apollo Strings.

____Seconded by _____ Moved by _ Comments

5. Consider 1992 Summer School Program

(Jernberg) Appendix K

Explanation: Appendix K-1 contains information and dates regarding the 1992 Summer School Program.

Darrel Tomlinson, Program Director, will be present to respond to questions.

Recommendation: Move to approve the 1992 Summer School Program as presented.

Moved by _____Seconded by ____ Comments

6. Consider Collection (Lacher) of Food Service Accounts

Appendix L

Explanation: Appendix L-1 contains memo B92.218R detailing the status of outstanding food service accounts. As of April 9, 1992, the district has collected over \$430 in overdue accounts the past two days. The range was \$10 to \$80 per account.

Presently, the district has \$3,411 in overdue accounts, which are summarized below:

Debt	# of People	<pre>% of Avg. Daily Participation</pre>
\$100 +	1	.003%
50-99	9	.27%
25-49	19	.58%
10-24	61	1.88%
5-40	82	2.52%
0-5	<u>361</u>	11.11%
	533	

The average daily participation is 3,250.

Recommendation: For Discussion Only

7.	Consider Support Staff Master Agreements	(Lacher)	Appendix <u>M</u>
	Explanation: During to 6, 1992, the mediator proposal to the partic contracts for 1990-91 years. The parties in custodial, and parapro	presented the es in order to , 1991-92 and 1 nvolved are sec	following settle the .992-93 school cretary/clerical,
	\$ Inc.: \$\frac{1990-91}{\$110,943}\$ \$ Inc.: 4.38\$	\$\frac{1991-92}{\$118,629} \ \\$11 4.42\\$	992-93 9,101 4.25% Total \$348,679 12.98%
	Recommendation: Move agreements with the se and paraprofessional (If the groups have re	ecretary/cleric bargaining unit	cal, custodial cs as presented.
	Moved by	Seconded by	<u> </u>
8.	Consider Resolution Discontinuing & Reducing Programs & Positions	(Franklin)	Appendix N
	Explanation: Appendix to discontinue and repositions.	x N-1 contains duce educations	the resolution al programs and
	Home Economics	.4 FTE (Sec	condary)
	Recommendation: Move presented.	to approve the	e resolution as
	Moved by	Seconded by	
9.	Consider Personnel	(Franklin)	Appendix O
	New Employee Rebecca Langemo - Eng (4) .357 FTE, \$1,896 30, 1992	lish Teacher, S .95 (22,490), 6	Senior High, BA effective March
	Resignation Deb Swanson - Social will not be returning Margaret Scott - Parp effective May 29, 19	g rofessional, Pı	

9	. Consider Personnel (continued)
	Early Retirement Virgil Wienhold - Social Studies Teacher, Senior High, effective May 29, 1992 Kenneth Tangen - English Teacher, Senior High, effective May 29, 1992
	Retirement Lucille Johnson - 3rd Grade Teacher, effective May 29, 1992
	Recommendation: Move to approve the personnel items as presented.
	Moved bySeconded by
*10	Consider Asbestos (Kaste) Appendix P
	Explanation: On March 13, 1992, the school district received a check, in the amount of \$61,617.00, as part of the class action suit brought against Manville Corp.
	To date, the district has been paid \$405,876.
	Recommendation: Move to accept the check and thank Mr. Kaste for his efforts in pursuing this claim.
	Moved bySeconded by
*11	. Consider Investments (Legg) Appendix Q
	Explanation: Appendix Q-1 contains investments and trust transfers from December 4, 1992 through April 6, 1992.
	Recommendation: Move to approve the trust transfers and investments as presented.
	Moved bySeconded by

*12.	Consider Petty Cash Fund - Maintenance Garage	(Legg)	Appendix R
	Explanation: A requestable series and a series amounts of cash are purchasing miscellance.	at the maintenanc stodian of the ac needed for washin	e garage. Orv count. Small
	Recommendation: Move of \$25 for the maint		petty cash fund
	Moved by	Seconded by	
*13.	Consider Special Ed. Staffing Request	(Swedberg)	Appendix S
	Explanation: Append Moorhead Junior High paraprofessional to cost is anticipated, approximately \$1,826	to employ three serve the EBD stu after reimbursem	(3) additional dents. The
	Recommendation: Mov presented.	e to approve the	proposal as
	Moved by	Seconded by	
*14.	Consider Special Ed. Staffing Request	(Swedberg)	Appendix <u>T</u>
	Explanation: Append Beach Public Schools student in residenti Residential Center, This contract is for cost to the district education aid, is an	, for educational al care at Home o in the amount of the remainder of , after foundatio	services for a n the Range \$2,859.33. 1991-92. Net n and special
	Recommendation: Mov Beach Public Schools		
	Moved by	Seconded by	

*15.	Consider Resolution Relating to the Election of School Board Members and Calling the School District General Election	(Jernberg)	Appendix <u>U</u>
	Explanation: Appendicalling the school di (The resolution will Recommendation: Move	strict general el be available at t	ection. he meeting.)
	Moved by	Seconded by _	
*16.	Consider Notice of General Election Resolution	(Jernberg)	Appendix <u>V</u>
	Explanation: Appendifor the Notice of Gerwill be available at	neral Election. (I	ne resolution The resolution
	Recommendation: Move presented.	e to approve the r	resolution as
	Moved by	Seconded by _	

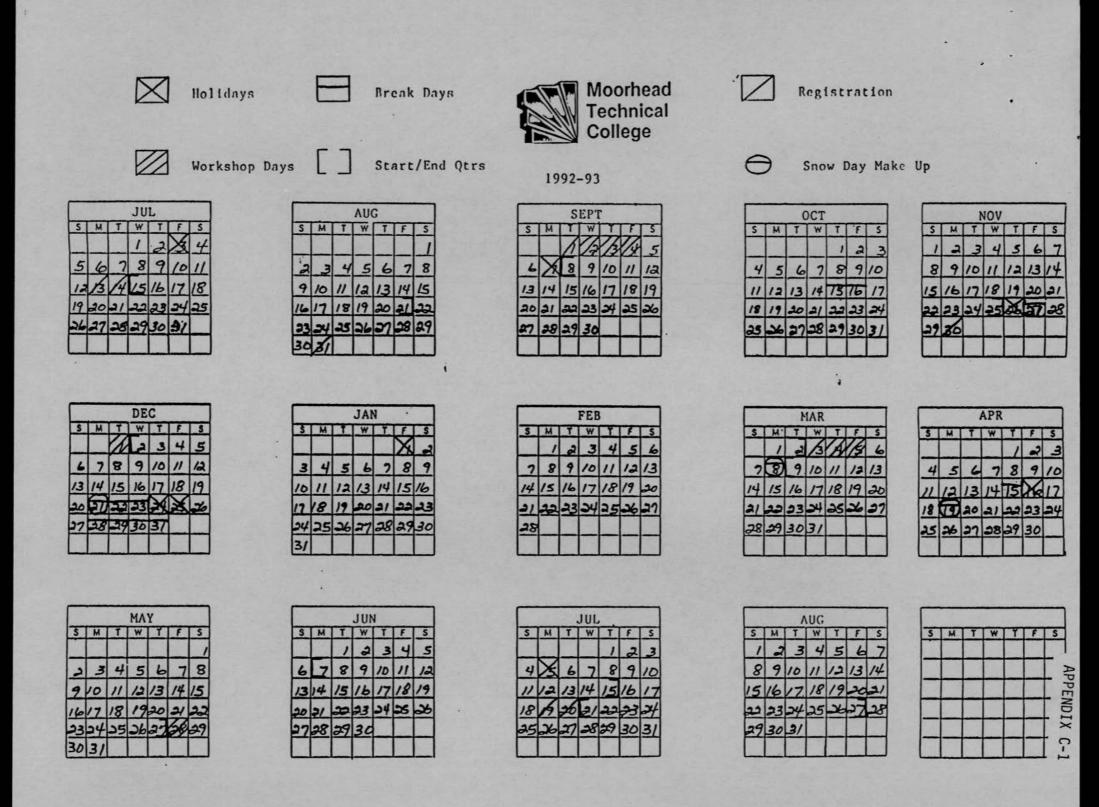
XIV. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	Place
P/T Conferences (K-only)	Mon., Apr. 13	XE*	
Special Board Mtg.	Mon., Apr. 13	6:30 p.m.	Townsite
School Board Mtg.	Tues., Apr. 14	6:30 p.m.	Townsite
P/T Conferences (K-day; 1-12 eve)	Tues., Apr. 14 - Wed., Apr. 15		
Teacher Comp. Day (no classes K-12)	Wed., Apr. 16		
Spring Break (no classes K-12)	Thurs., Apr. 17 Fri., Apr. 18		District- wide
Teacher Comp. Days (no classes K-6)	Mon., Apr. 20 - Tues., Apr. 21		wide
Student/School Board Meeting	Tues., Apr. 21	TBD	Senior High
NSBA Convention	Thurs., Apr. 23 - Tues., Apr. 28		Orlando
MN 2000 Community Meeting	Mon., Apr. 27	7:00 p.m.	MTC
School Board Mtg.	Tues., Apr. 28	6:30 p.m.	Townsite
Retirement Teas	Mon., May 4 Thurs., May 7 Tues., May 12 Wed., May 13	3:30 p.m. 3:30 p.m. 3:30 p.m. 3:30 p.m.	Edison Robert Asp Jr. High Probstfield
MEA Recognition Dinner	Thurs., May 14	6:00 p.m.	Concordia
School Board Election	Tues., May 19	7:00 a.m	District- wide
Memorial Day	Mon., May 25	8:00 p.m.	wide
Last Day-Students	Thurs., May 28		
Last Day-Staff	Fri., May 29		
Graduation	Sun., May 31	2:00 p.m.	Concordia

XV. ADJOURNMENT

NEXT SCHEDULED MEETING Monday, April 13, 1992 - 6:30 p.m.
Board Room - Townsite Centre



Member introduced the following resolution and moved its adoption:
RESOLUTION PROPOSING TO PLACE ON UNREQUESTED LEAVE OF ABSENCE
BE IT RESOLVED by the School Board of Independent School District No. 152, as follows:
1. That it is proposed that, teacher of District #152 be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the school year, pursuant to M.S. 125.12, subd. 6a and the negotiated leave Article XXII of District #152.
2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and be in substantially the following form:
NOTICE OF PROPOSED PLACEMENT ON UNREQUESTED LEAVE OF ABSENCE
You are hereby notified at the meeting of the School Board of Independent School District #152 held on, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District #152, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the school year, pursuant to Minnesota Statutes 125.12, subd. 6a and the negotiated unrequested leave Article XXII of District #152, upon the grounds described in said statute and which are specifically as follows:
Discontinuance of position, declining enrollments, lack of certification, and/or specific programs needs or uncertainty of special funding for certain programs
Under the provisions of the law, you are entitled to a hearing before the School Board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the School Board's proposed action. The hearing date is set for,
Yours very truly,
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT #152
Clerk of the School Board
3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 125.12, subd. 6a, and the unrequested leave Article XXII of District #152 duly negotiated and hereby adopted as fully as though separately set forth and resolved herein.
The motion for the adoption of the foregoing resolution was duly seconded by member and upon vote being taken thereon, the following voted in favor thereof:
and the following voted against the same:
Whereupon said resolution was declared duly passed and adopted.

Moorhead Public Schools Tenured Teachers April 14, 1992

Moorhead Technical College

General Education	Flora West	.87
Administrative Support	Sandi Halsne	.96
Dental	Sue Hinsperger	.27
Diesel	Bruce Leitch	.16
Technical Tutors	Phil Longtine	.19
Minority Advisor	Ted Guerrero	.08

I move the foregoing resolution but substitute the name

Member	introduced the following resolutions and moved its
adoption:	
RESOLUTION RECONTRACT OF	LATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING , A PROBATIONARY TEACHER
WHEREAS,	, is a probationary teacher in Independent School
pursuant to Minnes , a p hereby terminated	D by the School Board of Independent School District #152 that tota Statutes 125.12, subd. 3, that the teaching contract of probationary teacher in Independent School District #152, is at the close of your current school year and is not school year.
termination and no	RESOLVED that written notice be sent to said teacher regarding on-renewal of his/her contract as provided by law, and that said substantially the following form:
	NOTICE OF TERMINATION
Independent School adopted by a major end of your curren	meeting of the School Board of District #152 held on, a resolution was rity roll call vote to terminate your contract effective at the school year and not to renew said contract for the action of the Board is taken pursuant to M.S. 125.12, subd. 3
non-renewal of you	request that the School Board give its reason for the ir teaching contract. However, such request must be received fter the receipt of this notice.
Yours very truly,	
SCHOOL BOARD OF IN SCHOOL DISTRICT #1	
Clerk of the School	ol Board
The motion for the favor there of:	adoption of the foregoing resolution was duly seconded by and upon vote being taken thereon, the following voted in
and the following	voted against the same:
Whereupon said res	solution was declared passed and adopted.

Moorhead Public Schools
Probationary Teachers
April 14, 1992

Moorhead Technical College

Counselor	Nan Bakklund Dan Sperling	1.06
Drafting	Flint Ashmore Harold Bregmer Henry Corneliussen Keith Johnson Steven Salwey	.06 .39 .21 .22
General Education	Joel Aslakson Bonnie Kavanaugh Jean Schuette Leo Worner Nancy Stigen	.11 .10 .58 .46
Administrative Support	Yvonne Boe Patricia Conlon Dale McCracken Peggy Peterson Mary Rasmussen	.11 .25 .04 .21
Computer Programming	Marlene Craik Craig Dockter Laurie Gibb-Perlenfein Derrick Groff	.18 .09 .34 .05
Postal Service Mgmt.	Renee Henney	.04
Marketing	Scott Hildre Chuck Tomhave	.41
Medical Records	Becky Hoff	.06
Carpentry	Leslie Hovland	.04
Technical Tutors	Joel Aslakson	.25
Special Needs	Claudia Simon Steve Timmer	.38

I move the foregoing resolution but substitute the name

To: ISD 152 School Board

From: Jim Lund / Apollo Strings Advisor

Re: Summer Tour

March 1992, the Apollo Strings auditioned for the privilege of performing at Disney World. We are pleased to announce that we have been chosen to perform, and request permission to travel to Orlando for a week-long tour. Our proposed trip would include the following:

- * Representing MHS with concerts at Epcot Center and Disney Magic Kindom.
- * A private clinic/workshop and adjudication at a major college or university.
- * 7 nights at a Resort Hotel.
- * Round trip Air from St. Paul.
- * A .32 passenger Motorcoach while in Florida.
- * Sightseeing at the Kennedy Space Center, Old Town, Orlando Science Center.
- * Visits to Disney Magic Kingdom, Epcot Center, Sea World, Universal Studios, Cocoa Beach, Busch Gardens, Water parks, Hard Rock Cafe, Cypress Gardens, and the MGM Studios.
- 1. The proposed tour would include 23 Moorhead High School Students, Lynn Kovash, and myself.
- 2. A travel company representative would accompany our group, overlooking all the tour details.
- 3. This tour would cost each participant \$689.00, all of which would be raised by the students.
- 4. Sunshine Travel Company of Apple Valley, the same company that took the MHS Band to Washington, turned in the low bid.
- 5. We would depart June 6th and return June 13th.

I believe that this tour will be a great opportunity for our students. It not only rewards them for working hard all year, but also gives them a chance to interact with an adjudicator and perform for thousands of people. As always, we would be privilege and honored to represent Moorhead High School, and would accept the great responsibility that this demands.

SUMMER SCHOOL PROGRAM 1992

PLACE:

Moorhead Junior High School

REGULAR SECONDARY SUMMER SCHOOL

ESL ELEMENTARY SUMMER SCHOOL

DATES:

June 3, 1992 to July 3, 1992

June 8, 1992 to July 3, 1992

TIMES:

Session 1:

7:30-10:10

Session:

8:00-12:00

Session 2:

10:15-12:55

TRANSPORTATION:

There will be no bus transportation for regular summer school, ESL

elementary summer school and music.

STUDENTS:

The Summer School program, except for the music portion, is designed for the following:

- Students who have failed the course and need to make it up for credit or 1. grade advancement.
- 2. Students who may not have failed, however would benefit from reinforcement and continued development of skills. Also in this group are some students who may not have completed the necessary course requirements and need to accomplish that to receive complete credit.
- An extended year special education program will be offered half days 3. three times per week, June 23, 1992, through August 13, 1992. Special education staff will be contacting parents regarding this program.

THE PROGRAM SHALL INCLUDE THE FOLLOWING:

ENGLISH

English Grade 7 Grade 8 English

English Grades 9-10-11-12

English as a Second Language Grades K-12 English/Reading Grades 7-12

MATHEMATICS

Math Grade 7 Math Grade 8

Grades 9-10-11-12 General Math

Algebra 1 Grades 9-12

SOCIAL STUDIES

Grade 7 Geography Social Studies Grade 8

Social Studies Grades 9-10-11-12

SCIENCE

Grades 7-8 Science Grades 9-12 Science

Grades 10-12 Biology

PHY ED

Grades 9-12 Makeup Units Phy Ed

These course offerings shall be augmented by the use of special service teacher under the A.L.E.M. model and/or other appropriate educational methods.

There shall be library services available as well.

Also included in the program is the summer band and orchestra for grades 6-12.

The school district will contract with Rural Minnesota Concentrated Employment Program, 'CEP', to provide the educational component of the Summer Youth Literacy Program.

Students who have not met graduation requirements because of failed courses may, when courses are not available, have the school pursue contracted services with the Fargo school system.

Students who may wish to take courses for credit in the Fargo summer school which are not due to failure, would need approval of the appropriate principal, and tuition will be paid by the family.

B92.218R MEMO#:

APRIL 9, 1992 DATE:

MR. JERNBERG TO:

BOARD OF EDUCATION

ROBERT LACHER FROM:

SUBJECT: UNCOLLECTED FOOD SERVICE DEBTS

Attached is the status as of April 9, 1992.

A. The decrease over the previous week is \$100.00

B. Since 10-16-91 the increase is \$1411.00 or 70.5%

Schools with increases over previous week are: C.

Jr. High Washington

Schools with decreases are: D.

Robert ASP Edison Riverside Voyager

Schools with no change are: Probstfield

Over the past twenty two weeks, we have had thirteen weeks with a total debt increase and nine weeks with a total debt decrease. Probstfield continues to be the leader in controlling debts.

The ranking in debt from least to most is:

- 1. Probstfield
- 2. Riverside
- 3. Washington
 4. Edison
 5. Voyager
 6. Asp

- 7. Jr. High

Attached is a copy of the letter we propose to send to the students home as a follow-up to those we have not received a response. This is the suggested next step to try to deal with the continued offenders.

Congratulations Probstfield and Riverside.

Building Principals C.C. Head Cooks Mary Bonemeyer

April 7, 1992

B92.226

Dear	1 1		:

In the past few weeks you were sent a letter informing you of a food service debt that your child owes. You have not contacted me to arrange a solution for this debt.

Please have your child return his/her hot lunch card to his/her school office. Unless you call me at: 299-6220, to make the necessary arrangements for your child to continue with the hot lunch and breakfast program, these privileges will be discontinued.

As of Tuesday, April 7, 1992, your child still has an outstanding debt of \$_____.

Thank you.

Robert Lacher Asst. Supt. - Business ISD #152

cc: Board of Education
Mr. Jernberg
Principals
Mary Bonemeyer
Building Computer Operators

OUTSTAN		

	10/16	10/24	10/31	11/8	11/14	1 11	/21	12/5
JR	\$455	483	608	720	621	6	14	634
ASP	\$352	373	400	421	487	5	59	650
EDISON	\$731	746	809	687	634	5	95	578
RIVER	\$73	78	78	130	100		80	67
PROBST	\$7	34	47	40	5		6	8
WASH	\$163	172	153	159	177	1	76	206
VOY	\$219	265	340	385	400	3	66	409
TOTALS	2000	2151	2435	2542	2424	23	96	2552
	10/10	10/10	1.10	1/10	1/22	1/20	216	2/12
	12/12	12/19	1/9	1/16	1/23	1/30	2/6	2/13
JR	\$678	759	933	1037	1141	1162	1233	1309
ASP	632	666	716	781	849	863	923	979
EDISON	591	610	621	634	614	617	602	596
RIVER	60	84	104	105	112	102	82	99
PROBST	11	4	9	6	5	.50	3	6
WASH	180	164	191	198	218	208	219	300
VOY	469	321	378	348	348	373	387	383
TOTAL	\$2621	2608	2952	3109	3287	3326	3449	3672

	2/20	2/27	3/5	3/12	3/19	3/26	4/2
JR	\$1274	1320	1211	1113	1139	1241	1301
ASP	1034	1099	1113	1172	1112	1031	1018
EDISON	578	572	548	548	554	509	430
RIVER	97	106	120	102	113	111	120
PROBST	5	3	1	6	5	6	.45
WASH	285	234	244	176	181	198	188
VOY	379	408	403	396	404	398	454
moma r	2652	2742	2640	2512	3500	2404	2511
TOTAL	3652	3742	3640	3513	3508	3494	3511

4/9
JR 1303
ASP 1008
EDISON 390
RIVER 109
PROBST .45
WASH 189
VOY 412

3411

TOTAL

OUTSTANDING ACCOUNTS

4/9/92

SCHOOL	FREE	REDUCED	PAID	STAFF
Probst	0	0	0	.45
Voyager	207	12	192	44
Riverside	39	2	68	30
Washington	75	8	106	5
Asp	771	16	221	36
Edison	378	.65	12	72
Junior High	812	142	349	80
TOTAL	\$2282	\$181	\$948	\$267

Grand Total Outstanding = \$3678

Students = \$3411

Staff = \$267

SIZE OF OUTSTANDING ACCOUNTS

\$100 + = 1

\$50-99 = 9

\$25-49 = 19

\$10-24 = 61

\$5-10 = 82

Less than \$5 = 361

APPENDIX N-1
Member introduced the following sesolution and moved its adoption:
RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS
WHEREAS, the School Board of Independent School District No. 152 at a Board meeting held on <u>January 28, 1992</u> directed the administration to make recommendations for staff reductions in programs and positions due to decreasing enrollment and/or financial conditions of the School District; and
WHEREAS, the administration has prepared a recommendation,
BE IT RESOLVED, by the School Board of Independent School District No. 152, as follows
That the following positions be discontinued at the end of the contract year 1991-92.
Position FTE
Home Economics .4 (Secondary)
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.
Chairperson Date

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM DECEMBER 4, 1991 TO APRIL 6, 1992

	INVEST NO.	•	DATE	ANDUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST	BANK OR S&L	BROKER
	511		01-16-92	99000	04-15-92	4.75	1175	HOME FEDERAL BANK	CD SECURITIES
•	512		01-28-92	99000	07-27-92	4.50	2209	NEW ENGLAND SVGS BANK	FIN NORTHEASTERN
	513		02-05-92	99000	10-02-92	4.90	3189	SOUTHERN PACIFIC T&L	FIN NORTHEASTERN
	514		03-23-92	99000	06-22-92	5.125	1265	AMERICAN INTERSTATE BANK	CD SECURITIES
	515		03-25-92	99000	09-23-92	4.50	2221	WESTERN FINANCIAL	DIRECT

TOTAL INTEREST

10059

MOORHEAD PUBLIC SCHOOLS

DATE	Transfers from checking TO TRUST	Transfers FROM TRUST to checking
12-13-91	\$ 300,000	
12-23-91		600,000
12-31-91	1,980,640	
01-17-92	1,200,000	
02-05-92		500,000
02-18-92	500,000	
03-02-92		500,000
03-12-92	3,000,000	
03-26-92		500,000
04-02-92		800,000

INVESTMENT RECORD

FROM DECEMBER 4, 1991 TO APRIL 6, 1992

1	NVEST NO.	DATE	ANOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST	BANK OR S&L .	BROKER
	511	01-16-92	99000	04-15-92	4.75	1175	HOME FEDERAL BANK	CD SECURITIES
	512	01-28-92	99000	07-27-92	4.50	2209	NEW ENGLAND SVGS BANK	FIN NORTHEASTERN
	513	02-05-92	99000	10-02-92	4.90	3189	SOUTHERN PACIFIC TAL	FIN NORTHEASTERN
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TOTAL INTEREST

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02-18-92	500,000	
03-02-92		500,000
03-12-92	3,000,000	
03-26-92		500,000
04-02-92		800,000

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM DECEMBER 4, 1991 TO APRIL 6, 1992

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,	512	01-28-92	99000	07-27-92	4.50	2209	NEW ENGLAND SVGS BANK	FIN NORTHEASTERN
	513	02-05-92	99000	10-02-92	4.90	3189	SOUTHERN PACIFIC T&L	FIN NORTHEASTERN
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	515	03-25-92	99000	09-23-92	4.50	2221	WESTERN FINANCIAL	DIRECT

TOTAL INTEREST

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01-17-92	1,200,000	
02-05-92		500,000
02-18-92	500,000	
03-02-92		500,000
03-12-92	3,000,000	
03-26-92		500,000
04-02-92		800,000

INVESTMENT RECORD

FROM DECEMBER 4, 1991 TO APRIL 6, 1992

	INVEST NO.	DATE	AMOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST	BANK OR SEL	BROKER
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,	512	01-28-92	99000	07-27-92	4.50	2209	NEW ENGLAND SVGS BANK	FIN NORTHEASTERN
	513	02-05-92	99000	10-02-92	4.90	3189	SOUTHERN PACIFIC T&L	FIN NORTHEASTERN
	514	03-23-92	99000	06-22-92	5.125	1265	AMERICAN INTERSTATE BANK	CD SECURITIES
	515	03-25-92	99000	09-23-92	4.50	2221	WESTERN FINANCIAL	DIRECT

TOTAL INTEREST

10059

MOORHEAD PUBLIC SCHOOLS

DATE	Transfers from checking TO TRUST	Transfers FROM TRUST to checking
12-13-91	\$ 300,000	
12-23-91		600,000
12-31-91	1,980,640	
01-17-92	1,200,000	
02-05-92		500,000
02-18-92	500,000	
03-02-92		500,000
03-12-92	3,000,000	
03-26-92		500,000
04-02-92		800,000

MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM DECEMBER 4, 1991 TO APRIL 6, 1992

1	INVEST NO.	DATE	ANOUNT	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST	BANK OR SEL	BROKER
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,	512	01-28-92	99000	07-27-92	4.50	2209	NEW ENGLAND SVGS BANK	FIN NORTHEASTERN
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	515	03-25-92	99000	09-23-92	4.50	2221	WESTERN FINANCIAL	DIRECT

TOTAL INTEREST

10059

MOORHEAD PUBLIC SCHOOLS

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12-13-91	\$ 300,000	•
12-23-91		600,000
12-31-91	1,980,640	
01-17-92	1,200,000	
02-05-92		500,000
02-18-92	500,000	
03-02-92		500,000
03-12-92	3,000,000	
03-26-92		500,000
04-02-92		800,000

FROM DECEMBER 4, 1991 TO APRIL 6, 1992

1	NVEST NO.	DATE	AMOUNT -	MATURITY DATE	INTEREST RATE	ESTIMATED INTEREST	BANK OR SEL	BROKER
	511	01-16-92	99000	04-15-92	4.75	1175	HOME FEDERAL BANK	CD SECURITIES
i,	512	01-28-92	99000	07-27-92	4.50	2209	NEW ENGLAND SVGS BANK	FIN NORTHEASTERN
	513	02-05-92	99000	10-02-92	4.90	3189	SOUTHERN PACIFIC T&L	FIN NORTHEASTERN
	514	03-23-92	99000	06-22-92	5.125	1265	AMERICAN INTERSTATE BANK	CD SECURITIES
	515	03-25-92	99000	09-23-92	4.50	2221	WESTERN FINANCIAL	DIRECT

TOTAL INTEREST

10059

MOORHEAD PUBLIC SCHOOLS

DATE	Transfers from checking TO TRUST	Transfers FROM TRUST to checking		
12-13-91	\$ 300,000			
12-23-91		600,000		
12-31-91	1,980,640			
01-17-92	1,200,000			
02-05-92		500,000		
02-18-92	500,000			
03-02-92		500,000		
03-12-92	3,000,000			
03-26-92		500,000		
04-02-92		800,000		

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MOORHEAD PUBLIC SCHOOLS

INVESTMENT RECORD

FROM DECEMBER 4, 1991 TO APRIL 6, 1992

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03-12-92	3,000,000		
03-26-92		500,000	
04-02-92		800,000	



OFFICERS:

President: V. Pres.: Directors: Bobbi Hildebrani Maurice Lardy Ron Davidson Loann Hardy Brian Keohane Larry Kryzsko Beach Public Schools District No. 3

P.O. Box 368 • Beach, North Dakota 58621-0368

Jack Adkins, Superintendent

March 24, 1992

High School Principal: Ross Roemmich Elementary Principal: Lyn Jenkins Special Needs: Don Black

Noorhead Public Schools Supt. Bob Jernberg 810 4th Ave. S. Noorhead, MN 56560

Dear Mr. Jernberg,

A student of your district is in attendance at Beach Public Schools. This student's residential placement is Home on the Range, Beach, North Dakota. Most students are placed at Home on the Range by agencies or through court order. Beach School District provides an educational program for all students in residential placement for boys and girls assigned to HOTR.

Beach School District, in carrying out an educational program for these students, expects the sending school district to pay tuition in accord with NDCC 14-40, 2-03, and 14.40, 2-08 and extra costs within programs designed to help all HOTR students, specifically Day Treatment #1; Day Treatment #2; Diversified Occupations; and Special Education. All payments will be prorated to the actual days of attendance if the student returns to the resident district or is placed in another school district.

Attached is the 1991-92 Tuition and Special Needs Agreement we need to have you sign and return to us in the immediate future.

1991-92 tuition charges are listed on the back side of this letter.

SPECIAL EDUCATION AND SPECIAL NEEDS CHARGES WILL BE ADDED IF THE STUDENT REQUIRES THOSE SERVICES AND THEY WILL BE BILLED AT END OF EACH SEMESTER ONCE ATTENDANCE FIGURES ARE COMPLETED.

If you have any questions, please contact me immediately.

Sincerely,

Jack Adkins

Beach Schools Superintendent

701-872-4161

ADMINISTRATIVE MEMO

	HAVING STUDENTS IN ATTENDANCE AT BEACH, N.D.				
SUBJECT::::::::::::::::::::::::::::::::::::	R NON-RESIDE	NT STUDENTS			
NORTH DAKOTA					
	ELEM. 1-6	ELEM. 7-8	H.S. 9-12		
A. TUITION PER YEAR	\$2,461.43	\$2,330.55	\$2,607.19		
B. TUITION PER DAY	\$13.68	\$12.95	\$14.49		
MONTANA PER YEAR	\$3,630	\$3,630	\$4,620		
MONTANA PER DAY	\$20.17	\$20.17	\$25.67		

\$3,780

\$21.00

\$17.16

MINNESOTA PER YEAR.....

MINNESOTA PER DAY.....

SOUTH DAKOTA PER YEAR.....

SOUTH DAKOTA PER DAY.....

\$4,360

\$24.22

\$3,089 \$3,089 \$4,361

\$17.16 \$24.23

\$4,360

\$24.22

FUTURE SCOPE

Research, Innovation, and Ideas

■ Sustainable Agriculture: A 100-Year Experiment

Research focuses on long-term productivity of alternative methods

Researchers at the University of California, Davis, have begun a 100-year-long experiment comparing conventional and environmentally sustainable agricultural methods.

"Time is a critical dimension in research," says Montague W. Demment, director of the UC Davis Sustainable Agriculture Program. "Many of the important processes that determine the impact of an agricultural system on the environment or on productivity are very slow processes. For example, it may take 50 years for nitrates to reach the groundwater."

Three hundred acres of land are being devoted to the experiment. A spring planting of Sudan grass, to be grown for only one season, will be harvested and analyzed to provide a background reading of the land's productivity. In the fall of 1992, winter cereal crops will be planted. These will be followed by spring plantings. of corn, tomatoes, and legume cover crops.

Source: University of California, Davis, News Service, 334 Mrak Hall, Davis, California 95616-8687.

■ Microgravity in a Mine Shaft

Innovative experiments could yield new metals, pharmaceuticals

Scientists at the recently built Japan Microgravity Center are literally dropping their experiments down a hole in the ground.

The experiments are placed in a four-ton capsule, which is then dropped down an old mine shaft nearly half a mile deep. This unorthodox method permits microgravity research similar to that done on spaceshuttle missions, but at far less cost, says Shigeru Maeda of Japan's Ministry of International Trade and Industry.

The capsule is kept on a smooth ride down the shaft by two frictionless magnetic guide rails. Until braking begins, the experiments are in free fall for more than 10 seconds. Scientists can observe the experiments during the drop via photoelectric transmission equipment.

Research at the Center in the city of Kamisunagawa may lead to a host of new substances. Maeda notes that metals "normally resistant to combination," such as aluminum and lithium, "readily form strong, lightweight alloys" in microgravity. Other possibilities include new pharmaceuticals, more-powerful semiconductors, and high-purity infrared glass for optical fibers.

Source: "From Below" by Shigeru Maeda. Look Japan, October 1991. Published by Look Japan, Ltd., 2-2 Kanda-Ogawamachi, Chiyoda-ku, Tokyo 101, Japan.

■ International Multimedia Network

Instant access to archival materials worldwide?

Imagine sitting at a home computer terminal and retrieving a rare document from the Bibliothèque Nationale in Paris, or a classic movie from the Library of Congress.

Syracuse University researchers have launched an ambitious project to turn this vision into reality. They hope to develop a Total Information Management System (TIMS) that may someday offer universal access to the audio, video, film, art, and textual holdings of the world's archives, museums, and libraries.

At this early stage of the project, the university's Belfer Audio Laboratory and Archive now has a functioning prototype of the Distributed Audio Database System (DADS), which digitizes analog sounds and still and moving images, then transfers them to a database for later retrieval at a computer workstation. The system allows users to select a rare recording from the Belfer Archive and then, while listening to it, view the original recording's label, liner notes, jacket cover, and catalog information on a screen.

The linking of similar prototypes of other archives will lay the groundwork for the larger TIMS project, which could eventually provide instant access to archival materials around the world. For instance, "teachers will be able to create multimedia presentations at their desks in the morning for classroom lectures in the afternoon," says William Storm, director of the Belfer Archive.

Source: Syracuse University, News Services, 820 Comstock Avenue, Syracuse, New York 13244-5040.

■ Multi-Disease Vaccines

Protection against polio, Lyme disease, AIDS

Inexpensive "one-shot" vaccines may someday offer protection against a wide variety of diseases, including polio, malaria, Lyme disease, and AIDS.

Scientists have genetically engineered a "carrier" microbe called BCG to immunize mice against several disease-causing viruses and bacteria. (BCG has been used as a safe, inexpensive vaccine against tuberculosis for decades.) The technique may also permit one-time vaccination at birth, which would allow children to be inoculated earlier and eliminate the need for booster shots to maintain immunity.

The research was done at the MIT-affiliated Whitehead Institute in Cambridge, Massachusetts, and at Albert Einstein College of Medicine in New York.

Source: "Research Paves the Way for Multi-Purpose Vaccines" in The MIT Report, June 1991. Massachusetts Institute of Technology, Industrial Liaison Program, 77 Massachusetts Avenue, Cambridge, Massachusetts 02139.

5-M9-1205 MIN 4-14-92 REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 14, 1992
PAGE 1

MEMBERS PRESENT: Dr. Wayne Alexander, Curt Borgen, Bill Cox, James Cummings, Mark Gustafson, Anton Hastad, Ellen Hunt, and Bob Jernberg.

MEMBERS ABSENT: None

CALL TO ORDER: The meeting was called to order at 6:33 p.m.

PLEDGE OF ALLEGIANCE: Chairperson Cummings led the Board, audience and administration in the Pledge of Allegiance.

PREVIEW OF AGENDA: Jernberg previewed the agenda.

APPROVAL OF AGENDA: Borgen moved, seconded by Gustafson, to approve the agenda as presented. Motion carried 7-0.

APPROVAL OF MINUTES: The March 17 minutes were amended. Gustafson moved, seconded by Hastad, to approve the minutes of March 10, 17 and 24, 1992, as amended. Motion carried 7-0.

CONSENT AGENDA: Borgen moved, seconded by Alexander, to approve the following items on the consent agenda: Consideration of Claims; Asbestos Settlement; Investments; Petty Cash Fund-Maintenance Garage; Special Education Staffing; Special Education Service Agreement; and, School Board Election Resolutions. Motion carried 7-0.

CONSIDERATION OF CLAIMS: As part of the consent agenda, the Board approved the claims, subject to audit, in the amount of \$988,044.39.

General Fund:	\$398,551.95
Food Service:	54,264.97
Transportation:	109,662.23
Community Service:	19,803.91
Capital Expenditure:	158,885.12
MTC-General Fund:	199,582.49
MTC-Special Revenue Fund:	27,208.61
MTC-Adult Education:	25,114.37
MTC-Equipment Fund:	49,074.47
MTC-Building Construction:	17,413.75
MTC-Repair & Replacement:	1,100.00
Federal Financial Aid:	147,505.60
Student Funds:	4,059.00
Townsite Centre:	9,403.48
TOTAL	\$1,221,629.95

Motion carried 7-0.

COMMITTEE/MEETING REPORTS

<u>Joint Powers</u> - Cummings reported the community facility group (space in government buildings) and the Migrant Issues Project were discussed.

Student Activities - Cox reported the uncommon teacher education program, Key Club advisor, state-wide sport equity, volleyball teams at the junior high were discussed.

1992-93 MTC CALENDAR: Alexander moved, seconded by Gustafson, to approve the calendar as presented. Motion carried 7-0.

<u>RESOLUTION PROPOSING TO PLACE TENURED STAFF ON UNREQUESTED LEAVE OF ABSENCE</u>: Cummings moved, seconded by Borgen, to propose placing Flora West on unrequested leave of absence at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Borgen moved, seconded by Gustafson, to propose placing Sandi Halsne on unrequested leave of absence at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Gustafson moved, seconded by Hastad, to propose placing Sue Hinsperger on unrequested leave of absence at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Hastad moved, seconded by Cox, to propose placing Bruce Leitch on unrequested leave of absence at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Cox moved, seconded by Alexander, to propose placing Phil Longtine on unrequested leave of absence at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Alexander moved, seconded by Hunt, to propose placing Ted Guerrero on unrequested leave of absence at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL PROBATIONARY TEACHERS: Borgen moved, seconded by Gustafson, to terminate the contract of Claudia Simon at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Gustafson moved, seconded by Hastad, to terminate the contract of Steve Timmer at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Hastad moved, seconded by Cox, to terminate the contract of Clint Ashmore at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Cox moved, seconded by Alexander, to terminate the contract of Harold Bregmer at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Alexander moved, seconded by Hunt, to terminate the contract of Henry Corneliussen at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Hunt moved, seconded by Cummings, to terminate the contract of Keith Johnson at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Cummings moved, seconded by Borgen, to terminate the contract of Steven Salwey at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Borgen moved, seconded by Gustafson, to terminate the contract of Joel Aslakson at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Gustafson moved, seconded by Hastad, to terminate the contract of Bonnie Kavanaugh at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Hastad moved, seconded by Cox, to terminate the contract of Jean Schuette at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Cox moved, seconded by Alexander, to terminate the contract of Leo Worner at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Alexander moved, seconded by Hunt, to terminate the contract of Nancy Stigen at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Hunt moved, seconded by Cummings, to terminate the contract of Yvonne Boe at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Cummings moved, seconded by Borgen, to terminate the contract of Patricia Conlon at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Borgen moved, seconded by Gustafson, to terminate the contract of Dale McCracken at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Gustafson moved, seconded by Hastad, to terminate the contract of Peggy Peterson at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Hastad moved, seconded by Cox, to terminate the contract of Mary Rasmussen at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Cox moved, seconded by Alexander, to terminate the contract of Marlene Craik at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Alexander moved, seconded by Hunt, to terminate the contract of Craig Dockter at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Hunt moved, seconded by Cummings, to terminate the contract of Laurie Gibb-Perlenfein at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Cummings moved, seconded by Borgen, to terminate the contract of Derrick Groff at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Borgen moved, seconded by Gustafson, to terminate the contract of Renee Henney at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Gustafson moved, seconded by Hastad, to terminate the contract of Scott Hildre at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Hastad moved, seconded by Cox, to terminate the contract of Chuck Tomhave at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Cox moved, seconded by Alexander, to terminate the contract of Becky Hoff at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Alexander moved, seconded by Hunt, to terminate the contract of Leslie Hovland at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

Hunt moved, seconded by Cummings, to terminate the contract of Joel Aslakson at the end of the 1991-92 school year. Motion carried by roll call vote 7-0.

1992-93 CAPITAL OUTLAY BUDGETS: Hastad moved, seconded by Hunt, to approve the revised capital outlay budgets for 1992-93, in the amount of \$1,628,212 (Facilities-\$1,001,186; Equipment-\$405,626; Health & Safety-\$221,400). Motion carried 7-0.

REVIEW PRELIMINARY MANAGEMENT PLAN FOR 1992-93: The Plan was briefly reviewed. Board members are encouraged to meet with Jernberg personally to discuss it further.

FACILITY PLANS FOR REFERENDUM: Bill Cowman, Foss Associates, reviewed cost estimates for the construction projects of the referendum. Cost estimates by building are as follows: Junior High School - (\$142,900); Robert Asp - (\$211,600); Probstfield - (\$23,000); High School - (\$30,400). Total cost overrun is projected to be (\$407,900) or (\$856,849) including architectural fees and contingency.

REVIEW CHAMBER EDUCATION/BUSINESS EDUCATION EXCHANGE: Bonnie Grieger, Chamber of Commerce Education Committee member, reported the results of the teacher/business exchange which was held April 1st. Business persons visited classrooms and met with teachers to exchange ideas in order to build partnerships between business and education. The Chamber will host a reciprocal exchange in May.

APOLLO STRINGS FIELD TRIP: Hastad moved, seconded by Hunt, to approve the field trip to Disney World for the Apollo Strings. Motion carried 7-0.

1992 SUMMER SCHOOL PROGRAM: Alexander moved, seconded by Hunt, to approve the 1992 summer school program as presented. Motion carried 7-0.

COLLECTION OF FOOD SERVICE ACCOUNTS: Mary Bonemeyer, Food Service Director, reviewed the procedures being used to collect unpaid balances for the hot lunch program. The district has \$3,411 in overdue accounts. The consensus of the Board was for the Food Service department and Business Office to continue to manage this issue as they see fit.

SUPPORT STAFF MASTER AGREEMENTS: Alexander moved, seconded by Borgen, to approve the master agreements with the secretary/clerical, custodial and paraprofessional bargaining units for 1990-1993. Motion carried 7-0.

The total package cost for three years is \$348,679. Percentage increases are 4.38% for 1990-91, 4.31% for 1991-92 and 4.25% for 1992-93.

RESOLUTION DISCONTINUING & REDUCING PROGRAMS AND POSITIONS:
Gustafson moved, seconded by Hastad, to approve the resolution to discontinue and reduce the home economics program .4 FTE (secondary). Motion carried 7-0.

<u>PERSONNEL</u>: Alexander moved, seconded by Cox, to approve the following personnel items:

New Employee
Rebecca Langemo - English Teacher, Senior High, BA (4) .357 FTE,
\$1,896.95 (22,490), effective March 30, 1992

Resignation
Deb Swanson - Social Worker, on leave of absence and will not be returning
Margaret Scott - Parprofessional, Probstfield, effective May 29, 1992

Early Retirement
Virgil Wienhold - Social Studies Teacher, Senior High, effective
May 29, 1992
Kenneth Tangen - English Teacher, Senior High, effective May 29,
1992

Retirement
Lucille Johnson - 3rd Grade Teacher, effective May 29, 1992

Motion carried 7-0.

CONSENT AGENDA: As part of the consent agenda, the Board

<u>Asbestos Settlement</u> - Accepted a check, in the amount of \$61,617, as part of the class action suit brought against Manville Corporation.

<u>Investments</u> - Approved the trust transfers and investments from December 4, 1991 through April 6, 1992.

<u>Petty Cast Fund - Maintenance Garage</u> - Approved establishing a petty cash fund, in the amount of \$25.00, for the maintenance garage.

<u>Special Education Staffing</u> - Approved the proposal from the junior high to employ three additional EBD paraprofessionals.

<u>Special Education Service Agreement</u> - Approved a contract with Beach Public Schools for education services at the Home on the Range Residential Center, in the amount of \$2,859.33.

Resolution Relating to the Election of School Board Members and Calling the School District General Election - Approved the resolution as presented.

Notice of General Election Resolution - Approve the resolution as presented.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

Jernberg reviewed the items to be discussed at the next student /school board meeting, scheduled for April 21st.

<u>ADJOURNMENT</u>: Alexander moved, seconded Borgen, to adjourn the meeting at 9:25 p.m. Motion carried 7-0.

Mark Gustafson, Clerk

5-M9-805 MIN 4-21-92. SPECIAL MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 21, 1992
PAGE 1

MEMBERS PRESENT: Dr. Wayne Alexander, James Cummings, Mark Gustafson, Anton Hastad, and Bob Jernberg.

MEMBERS ABSENT: Curt Borgen, Bill Cox, and Ellen Hunt.

CALL TO ORDER: The meeting was called to order at 7:00 p.m.

<u>PLEDGE OF ALLEGIANCE</u>: Chairperson Cummings led the Board, audience and administration in the Pledge of Allegiance.

PREVIEW OF AGENDA: Jernberg previewed the agenda.

APPROVAL OF AGENDA: Hastad moved, seconded by Gustafson, to approve the agenda as presented. Motion carried 4-0.

OPPORTUNITY FOR COMMUNITY/STAFF TO SPEAK

Results of the Baccalaureate survey were distributed. Jernberg indicated the Board may contact the senior high administration or himself with questions.

TEENAGE HEALTH CONSULTANTS PROGRAM (TAHC): Program advisor, Jim Thom and students discussed prevention, intervention and post-vention procedures directed by the program.

LIFE MANAGEMENT SKILLS RETREAT: An update was given regarding the Retreat which was held for students at risk in the district.

<u>GRADUATION CEREMONY FORMAT</u>: Additional discussion was held regarding the ceremonies. Options such as staff sitting with the students, student to student attitudes and sending letters to parents were discussed.

ADJOURNMENT: Hastad moved, seconded by Alexander, to adjourn the meeting at 8:33 p.m.

Mark Gustafson, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 152 MOORHEAD, MINNESOTA

5-49-805. HIN 421-92

Notice is hereby given that a <u>SPECIAL</u> meeting of the Moorhead School Board will be held on <u>TUESDAY</u>, <u>APRIL 21</u>, 1992, at 7:00 p.m. in the <u>LIBRARY</u> at <u>MOORHEAD SENIOR HIGH</u>.

Robert Jernberg, Interim Superintendent

MISSION STATEMENT

To develop the maximum potential of every learner to thrive in a changing world.

ATTEND	ANCE:		
A. C. Bill C	yne Alexander (Curt) Borgen ox Cummings	Mark Gustafson Anton Hastad Ellen Hunt Robert Jernberg _	
ı.	CALL TO ORDER		
II.	PLEDGE OF ALLEGIANCE		
III.	PREVIEW OF AGENDA - Robert	Jernberg, Interim	Superintendent

Moved by _____Seconded by _____

V. COMMUNICATIONS

IV. APPROVAL OF AGENDA

Comments

IX. OPPORTUNITY FOR COMMUNITY/STAFF TO SPEAK

VI. PRE-SCHOOL--K - 12 PROGRAM--COMMUNITY EDUCATION

- A. UNFINISHED BUSINESS
- B. NEW BUSINESS
 - 1. Review Teen- (Jernberg) Appendix A Age Health Consultants
 Program (TAHC)

Explanation: Mr. Thom and students will discuss the Teen-Age Health Consultant (TAHC) program with the Board.

Recommendation: For Discussion Only

2. Review Life (Jernberg) Appendix C Management Skills Retreat

Explanation: The Life Management Skills Retreat
will be discussed.

Recommendation: For Discussion Only

3. Review Graduation (Jernberg) Appendix \underline{B} Ceremony Format

Explanation: Graduation ceremonies were discussed at the January 21st student meeting. The Board will receive additional input from students and staff regarding the style of ceremonies and the behavior demonstrated at ceremonies.

Recommendation: For Discussion Only

VII. OTHER PERTINENT ITEMS

VIII. ADJOURNMENT

NEXT SCHEDULED MEETING TUESDAY, APRIL 28, 1992 - 6:30 p.m.
BOARD ROOM - TOWNSITE CENTRE

INDEPENDENT SCHOOL DISTRICT NO. 152 MOORHEAD, MINNESOTA

Notice is hereby given that a <u>REGULAR</u> meeting of the Moorhead School Board will be held on <u>TUESDAY</u>, <u>APRIL 28</u>, 1992 at 6:30 p.m. in the <u>BOARD ROOM</u> at <u>TOWNSITE CENTRE</u>.

Robert Jernberg Interim Superintendent

MISSION STATEMENT

To develop the maximum potential of every learner to thrive in a changing world.

ATTEND	DANCE:
A. C. Bill C	Ayne Alexander Mark Gustafson (Curt) Borgen Anton Hastad Cox Ellen Hunt Cummings Robert Jernberg
ı.	CALL TO ORDER
II.	PLEDGE OF ALLEGIANCE
III.	PREVIEW OF AGENDA - Robert Jernberg, Interim Superintender
IV.	APPROVAL OF AGENDA
	Recommendation: Move to approve the agenda as presented.
	Moved by Seconded by
v.	CONSENT AGENDA (Items: XI B. 1; XII B. 9, 10 and 11)
	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 the normal sequence on the agenda.
	Recommendation: Move to approve the items on the consent agenda.
	Moved by Seconded by
	CONTRACTOR OF THE CONTRACTOR O

- VI. COMMUNICATIONS
- VII. OPPORTUNITY FOR COMMUNITY/STAFF TO SPEAK

VIII. FOR YOUR INFORMATION

- Utility Bill Audit Lacher <u>Explanation</u>: Appendix Z-1 contains an agreement with Audit Pro to review the district's utility bills (electricity, water, sewer, garbage, gas and telephone).
- 2. Asp Remodeling Bid Opening Lacher <u>Explanation</u>: Bids will be opened Tuesday, May 12, 1992 at 2:00 p.m. The work will be to remodel the current locker rooms.
- 3. Review Minnesota 2000 Community Meeting Jernberg Explanation: Jan Childs, steering committee member, will review the Minnesota 2000 community meeting which was held on Monday, April 27th.

IX. "WE ARE PROUD"

- Congratulations to the 36 members of the Moorhead High School choirs for receiving superior ratings at the solo & ensemble contest held in Thief River Falls. Fourteen choir members received excellent ratings. Sara Lindell, Naomi Quam, Chris Olson and Chris Boerner received perfect scores in three events.
- 2. Carole Kline, Community Arts coordinator, was named Woman of The Year in Arts at the YWCA Woman of the Year Awards Banquet on April 14th. Carole was honored for the excellent program she has developed for Moorhead Community Education as well as for her contributions to the Lake Agassiz Arts Council. Carole has been an active volunteer with both the Plains Art Museum and the Fargo-Moorhead Symphony.

X. COMMITTEE/MEETING REPORTS

 \underline{PER} - Cummings (4/16)

Human Rights - Cox (4/22)

Supt. Advisory - Jernberg (4/23)

XI. MOORHEAD TECHNICAL COLLEGE AGENDA

- UNFINISHED BUSINESS
- B. NEW BUSINESS

		/*********				
Explanation	n: Elder	s Commun	nication	s has	donated	test
fixturing	equipment	to the	Electro	nics d	epartmen	nt at
Moorhead	rechnical	College.	. This	equipm	ent will	be

used to set up a mobile communications demonstration bench for hands-on practice.

Recommendation: Move to accept the donation from Elders Communication.

Moved by	Seconded by
Comments	

PRE-SCHOOL--K - 12 PROGRAM--COMMUNITY EDUCATION XII.

*1. Consider Donation (Molick)

- UNFINISHED BUSINESS Α.
 - Appendix B 1. Consider 1992-93 (Jernberg) Financial Guidelines

Explanation: Appendix B-1 contains Memo S92-083R revising the financial guidelines for 1992-93. As administration prepares the 1992-93 Management Plan, revised guidelines need to be adopted due to changes in financial conditions since the preliminary quidelines were adopted in January.

Recommendation: Move to approve the financial guidelines as presented.

Moved by	Seconded by	
Comments	The state of the s	

2. Consider 1991-92 Final and 1992-93 Preliminary Budgets

(Lacher) Appendix C

Appendix A

Explanation: Appendix C-1 contains the final budgets for 1991-92 and 1992-93 preliminary budgets. It includes actual salary settlements and back-pay for 1989-90 and 1990-91 where applicable.

Appendix C-2 contains summaries by fund of the 1991-92 final and 1992-93 preliminary budgets, based on settled contracts. Memo S-92-083R, dated April 22, 1992 was used in developing the projections for 1992-93. The final budget for 1992-93 will be determined when the Management Plan is approved.

Recommendation: Move to approve the budgets as presented.

Moved by	Seconded by	
Comments		

	3.	Consider 1992-93 Management Plan	(Jernberg)	Appendix \underline{D}
		Explanation: Appendent Management Plan. Be recommend changes to adoption at the May that the proposed so plan, be approved a employment process	oard members may we the plan in preparations. It taffing, pages one t this time to allo	ish to aration for is recommended and two of the
		Recommendation: Most staffing positions two of the 1992-93	as recommended on p	employment of pages one and
		Moved by	Seconded by	
	4.	Consider Tobacco Free Environment Policy	(Jernberg)	Appendix <u>E</u>
		Explanation: Appendent First Policy Review Committhis policy was returned further considerati Moorhead Technical and discussed the ito their original respectively.	(JFCGA) as recommentee. By request a comming to the comming to the comming to the comming the commenter of t	nded by the from the Board, ttee for site Centre and ittee reviewed
		Recommendation: Mo Environment policy	ve to approve the ((JFCGA) as present	Tobacco Free ed.
		Moved by	Seconded by	
В.	NE	W BUSINESS		
	1.	Consider Field Trip - Sr. High	(Jernberg)	Appendix <u>F</u>
		Explanation: Appenregarding a major	agnitude field tri tudents. The trip 992. Students hav	p to Mexico for will be from e been doing
		Recommendation: Mo	ve to approve the spresented.	field trip for
			7	

2.	Consider Athletic Training Services	(Lacher))	Appendix <u>G</u>
	Explanation: Approximation Explanation: Approximation Explanation: Approximation Explanation: Approximation Meritcare of Fargueria Explanation: Approximation Explanation Explanatio	from St. Luke o. The propos eject to termin	e's Hospit sal is for nation at	als five (5) any time by
	The contract is h	eing reviewed	by counse	1.
	Recommendation: after review by o	A recommendat: counsel.	ion will b	e presented
	Moved by		ded by	
3.	Review Food Servi Uncollected Debt Procedures	ice (Boneme	yer)	Appendix <u>H</u>
	Explanation: Approutlining recomme organized to reviprocedures; feder reduced meals; a free/reduced meal balances from 10,	endations from lew the districtal cal guidelines memo from Mary ls; and, listin	the commict's colle dealing way Bonemeyengs of out	ttee ction ith free and r regarding
	Debt has increase 70.6%). This del paying student. prices or subsidigeneral fund.	ot will approad Alternatives	ch 1¢ per include in	meal for the creased meal
	Recommendation:	For Discussion	n Only	
	Moved by	Secon	ded by	
4.	Consider Roof Repair/Restoration	(Lacher)	Appendix <u>I</u>
	Explanation: Appropriate for labor for room Washington and Propriate for the Explanation and Propriate for the Explanation and Propriate for the Explanation:	of repair/rest	oration at	
	Low bidders meet:	ing specificat	ions are a	s follows:
	Vendor Pierce V A&R Roofing	Bldg. Washington Probstfield	Bid \$ \$ 9,83 113,86	5.00
	Recommendation: specifications as \$123,695.	Move to award s presented, i	low bids n the tota	meeting l amount of
	Moved by	Secon	ded by	
-	SACTOR OF THE STATE OF			

5.	Consider Roof Repair/Restoration Bids	(Lacher)	Appendix <u>J</u>
	Explanation: Append for materials for ro Washington and Probs	of repair/restorate	id summaries tion at
	VendorBldgPierceWashHickmanProb	ington \$75 stfield 74	<u>1 \$</u> ,348.74 ,861.50
	Recommendation: Mov specifications for m Pierce Roofing, in t	aterials to Hickma	an Systems and
	Moved by	Seconded by	
6.	Consider Resolution Terminating Probationary Teachers	(Franklin)	Appendix <u>K</u>
	Explanation: Append relating to the term probationary teacher	ination and non-re	ne resolution enewal of
	Recommendation: Mov presented.	e to approve the	resolution as
	Moved by	Seconded by	
7.	Consider Personnel	(Franklin)	Appendix \underline{L}
	New Employee Brad Stroup - Social Senior High, effect	Teacher, Long-teive April 7, 1992	rm Substitute,
	Early Retirement Joan Erickson - Prin effective June 12, Joyce Strand - Subst effective June 30, Harry Fillafer - Aut	1992 itute Teacher Coo 1992 o Mechanics Instr	rdinator,
	effective at the en Recommendation: Mov		
	Moved by	Seconded by	

Explanation: Appendix M-1 contains policies the following policies which have been reviewed by the Policy Review Committee:

Appendix M

School Board Self-Evaluation (AFA)
Music Staff (GAB)
Drop-Out (JECE)
Married/Pregnant Students (JFF)

Recommendation: This is the first reading of these policies. A recommendation will be presented at the May 12th meeting.

	Moved by	Seconded by	
* 9.	Consider Grant Submission	(Swedberg)	Appendix <u>N</u>
	develop/adapt, in environmental and children with di- opportunities to Recommendation:	pendix N-1 is a grant promplement and evaluate system of curriculum approaches to sabilities and their famile be successful. Move to approve the submeter curriculum approaches grant production of the submeter of the subme	tematic o ensure lies have ission of
	Moved by	Seconded by	
*10.	Consider Donatio	n (Jernberg)	Appendix O
	Sunrise Lions of	donation has been made fr Moorhead to the Preschoo ead Schools, in the amoun	1 Screening
		Move to accept the donat s of Moorhead.	ion from
	the sunrise Lion	. 0201	

(Jernberg) Appendix P *11. Consider Non-Resident Agreements Explanation: The following non-resident agreements have been received: To Attend Halstad-Hendrum Schools Brittany Aarestad - 912 So 18th #1, Mhd, Grade 10 To Attend Moorhead Public Schools Jordan D. Olsgaard - Rt. 2 Box 125, Barnesville, Grade K Tanya M. Mueller - Rt. 1, Sabin, Grade 7 Recommendation: Move to approve the non-resident agreements, subject to board action of the appropriate districts, as presented. ____Seconded by ___ Moved by Comments

XIII. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

CALENDAR OF EVENTS

Event	<u>Date</u>	<u>Time</u>	Place
NSBA Convention	Thurs., Apr. 23 - Tues., Apr. 28		Orlando
MN 2000 Community Meeting	Mon., Apr. 27	7:00 p.m.	MTC Auditorium
School Board Mtg.	Tues., Apr. 28	6:30 p.m.	Townsite
Student Honors Banquet	Mon., May 4	6:00 p.m.	Sr. High
Retirement Teas	Mon., May 4 Thurs., May 7 Mon., May 11 Tues., May 12 Wed., May 13 Wed., May 20	3:30 p.m. 3:30 p.m. 2:30 p.m. 3:30 p.m. 3:30 p.m. 3:30 p.m.	Edison Robert Asp Townsite Jr. High Probstfield Sr. High
MEA Recognition Dinner	Thurs., May 14	6:00 p.m.	Concordia
School Board Election Memorial Day	Tues., May 19 Mon., May 25	7:00 a.m 8:00 p.m.	District- wide
Last Day-Students	Thurs., May 28		
Last Day-Staff	Fri., May 29		
Graduation	Sun., May 31	2:00 p.m.	Concordia

XIV. ADJOURNMENT

NEXT SCHEDULED MEETING Tuesday, May 12, 1992 - 6:30 p.m.

Board Room - Townsite Centre

S-92-083R MEMO #:

Board of Education TO:

Cabinet

Bob Jernberg FROM:

Financial Guidelines for 1992-93 SUBJECT:

January 6, 1992 DATE:

Revised: April 22, 1992

I. GENERAL FUND

General Education Revenue - \$3,050 PPU (this includes basic revenues, compensatory revenue, training and experience revenue).

a. at least 2.2 percent of the \$3,050 (\$67.10) total of \$429,440 must be dedicated for arts education, chemical abuse, gifted program (programs of excellence), regular summer school (excess special education costs), advanced placement testing.

b. aids may be pro-rated.c. interest income will be effected by fund balances and interest rates.

d. aids will be paid on a timely basis.

e. projected pupil units will increased by 250 for 1991-92 and by 250 for 1992-93. (50 pupil increase

from January 6th memo)
f. assurance of mastery revenue is available on a matching basis in the amount of \$45,000 PPU K-8 (\$22.50 by state; \$22.50 by local).

g. individual learning and developmental aid is available for instructor learner ratios and individual plans \$64.00 per ADM K-2 in 1991-92; \$66.00 per ADM K-3 in 1992-93.

h. 'ripple' effect (support for classroom teacher) costs are an additional 14 percent for support staff (e.g. music, physical education, foreign language and art).

i. AFDC funding has been reduced.

j. \$5.00 PPU is dedicated to parental involvement

(approximately \$30,500).
k. special education staffing reimbursement will decrease by \$54,000, this may be recoverable by a levy payable in 1993-94.

 Elementary prep time will be provided at no additional cost. A variance will be requested if needed.

m. MTC merger will result in \$100/000 \$50,000 to 75,000 loss for 1992-93 due to no longer providing services. Seventy-five percent of this will be recoverable in 1993-94.

MEMO #: S-92-083

Page Two

II.	EXPE	ENDITURE GUIDELINES		1992-93 Increase
	Α.	Salaries and fringe benefits (excluding health insurance)	3.0 % Per Neg.	5.0 % Agreements
	в.	Fringe benefits		5.0 % Agreements
	c.	Social security		5.0 %
	D.	Energy	8.0 %	3/9% <u>-0-</u>
	E.	Supplies (allocation due to increased enrollment)	\$30,000	\$\$ \$14\$ \$30,000
	F.	Other (i.e. contracts, services, misc.)	0.0 %	\$\$ <u>-0-</u>

Staffing for new students will be a part of the Management Plan.

III. OTHER CONSIDERATIONS

Maintaining our present general fund balance is a district goal.

Salary settlements continue to have a major impact on staffing (approximately 86 percent of the budget is for salaries and fringe benefits).

The district goal for teacher/student class size is:

elementary 25:1 (K-4); 28:1 (5/6) secondary 27:1

b.

refer to administrative policy IHB-A.

a change in class size of one (1) for elementary and secondary costs is \$330,000 (salary and fringe benefits)

Staffing ratios will be monitored. D.

the district-wide ratio goal is 15:1 which is the state average (includes support staff)...Moorhead's ratio is 14:1

1. a ratio change of one (1) = \$885,000 (salary and fringe benefits)

Increases in taxes are primarily due to legislative action rather than local initiative unless there is a referendum.

FOOD SERVICE PROGRAM IV.

The general fund will not subsidize this fund.

The number of lunches will have a minimal increase. В.

Prices will increase 5 cents to 10 cents per meal for C. 1992-93.

MEMO #: S-92-083

Page Three

V. TRANSPORTATION

A. The general fund will not subsidize this fund.

B. In 1992, unfunded summer school transportation will

not be provided.

C. There will be no after school activity transportation due to school Board action/ This is transportation which has been provided to and from school for participation in activity transportation levy will be authorized based on 1992 legislation and late activity buses will be reinstated.

VI. COMMUNITY SERVICE

- A. Changes in budget and program will be made for 1992-93. General fund will not subsidize Community Service.
- VII. CAPITAL OUTLAY PROGRAM (refer to capital outlay budget adopted by the School Board on April 14, 1992.

VIII. REFERENDUM

Given the updated project costs and the enhanced requests the board must determine among the following options:

- 1) Size of referendum (\$6,000,000 to 6,800,000)
- 2) Projects to be completed
- 3) Priority of projects to be completed

The Board will need to make a determination on the referendum amount no later than June 9, 1992.

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

APRIL 22, 1992

	GENERAL FUND	1987-88	1988-89	1988-89	1989-90	1989-90	1990-91	1990-91	1991-92	1992-93
-		alaman a	REVISED		REVISED		REVISED	ACTUALS	REVISED	PRELIM
		ACTUALS	BUDGET	ACTUALS	BUDGET	ACTUALS	BUDGET		BUDGET	BUDGET
	Basic found									
	aid allowan	ce	2755		2800	2838	2953	2953	3050	3050
	UNAPPROPRIATED REVENUES									
	Tayor & caty appetant	3968195	7470000	7715015	4100400	4070/01	7500000	7507050	71/71/0	7050700
	Taxes & cnty apprtment		3670000	3765265	4182420	4239681	3589080	3507850	3667160	3859300
	Interest	105051	120000	172259	180000	165159	180000	92237	60000	60900
	Tax shift	41875	annual sec	88922	1982	44447		-72710		
	Other local	138011	109000	137401	174718	156359	116100	122668	178875	181558
	Tax credits	2000969	1758700	1773333	2259570	2259592	1304460	1316576	964400	1174800
	Foundation aid	B398144	11650000	11760446	12190000	12237297	15715000	15796424	17135000	
	Special ed aid	1386528	1400000	1443886						17755000
	Other state aids				1680000	1681886	1750000	1791987	1953000	1945000
		1969205	72130	7B374	119150	76553	293325	318598	335312	373342
	Tax shift	-41875		-88922		-44447		72710		
	Federal aids	594351	684970	746683	592745	614018	792263	711243	969575	984119
	Conversion of assets	11488	6000	8006	10400	11669	12000	6153	10000	10150
	Tuition	140372	138200	237007	245500	195099	252450	221382	236500	240048
	State reduction			20.00	210000	*******	202100	221302	130300	240040
	TOTAL PRINCIPAL		Waterstein	20020.00						
	TOTAL REVENUES	18712314	19609000	20122660	21634503	21637313	24004678	23885118	25509822	26584216
	UNAPPROPRIATED EXPENDITURES									
	Admin salaries	1001042	1121500	HAFRE	1210/00	1077500				
		1081862	1121580	1105955	1218620	1237588	1444880	1441898	1449590	1535777
	Admin supplies	35812	33300	41226	33790	42041	34710	31838	34710	34710
	Admin fringe benefits	La Sale					284350	271380	263005	275235
	Admin other	87969	86765	85247	76885	93396	101290	67290	228150	293150
	Instruct salaries(reg & voc)	7720108	8124744	8121211	8570319	8655708	9147337	9273983	9385004	9787621
	Instruct supplies	368793	466653	469182	524256	535349	539076	532285	550716	
	Instruct fringe benefits	000770	100000	10/102	327230	333347				580716
	Instruct other	387456	430528	471/00	ADE 700	EDDETA	2115106	2127554	2162739	2263306
	and the dener	30/430	400020	471688	495729	529574	629697	619039	591145	591145
	Spec ed salaries	2698735	3098179	3158006	3312589	3523992	4137933	4223557	4907357	5167883
	Spec ed supplies	58959	44975	114342	82689	88636	112200	109639	94082	94082
	Spec ed fringe benefits						887822	918905	1002894	1049529
	Spec ed other	341155	462199	500277	322966	390755	413396	427960	714626	714626
	Instruct support salaries	526547	588310	564073	540320	627896	699898	713948	766547	799432
	Instruct support supplies	37760	51778	53538	51344	53559	60712	62219	76477	76477
	Instruct support fringe benefits						126320	133131	115623	120999
	Instruct support other	144697	181198	149134	242371	183033	259913	253006	320017	320017
,						E BEE				
	Pupil support salaries	359812	411015	379002	418215	427370	489700	496015	513000	535008
	Pupil support supplies	10021	10370	8303	9911	8761	10770	8830	10670	10670
	Pupil support fringe benefits						102570	107532	109950	115063
	Pupil support other	3859	9570	4014	26060	14434	22410	24044	44866	44866
	Ridge t arounds aslaving	ETONT		FOREIT			Towns of the last	A CONTRACTOR		
	Bldgs & grounds salaries	572976	647320	582542	613990	627006	666411	648935	671620	700432
	Bldgs & grounds energy exp	299047	344343	324135	344343	359936	408116	359190	428137	428137
	Bldgs & grounds supplies	113729	82197	139299	128100	107677	112195	102057	112195	112195
	Bldgs & grounds fringe benefits						124215	111830	121380	127024

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

APRIL 22, 1992

GENERAL FUND Bldgs & grounds other	1987-88 ACTUALS 242587	1988-89 REVISED BUDGET 192255	1988-B9 ACTUALS 293066	1989-90 REVISED BUDGET 219435	1989-90 ACTUALS 208748	1990-91 REVISED BUDGET 235971	1990-91 ACTUALS 209692	1991-92 REVISED BUDGET 239352	1992-93 PREL IM BUDGET 239352
Early retirement pay Fringe benefits Other fixed costs	95420 2926199 75173	100000 3024200 B1100	3103793	100000 3537031 73680	217204 3769318 93723	130000 196380 ** 81820	149221 284150 80557	200000 216060 87720	208580 226107 87720
TOTAL EXPENDITURES	18188676	19592579	19861902	20942643	21795704	23575198	23789685	25417632	26539859
REV OVER EXP (EXP OVER REV)	523638	16421	260758	691860	-158391	429480	95433	92190	44357
BEGINNING FUND BALANCE *	1740506	2264144	2264144	2524902	2524902	2366511	2366511	2461944	2554134
ENDING FUND BALANCE *	2264144	2280565	2524902	3216762	2366511	2795991	2461944	2554134	2598491

^{**} After 89-90 retirement & medical/life insurances are budgeted with the programs.

ASSUMPTIONS FOR 91-92

CHANGE FACTORS	91-92	92-93
SALARIES	N/A	0.0429
SUPPLIES	N/A	0.0000
ENERGY ITEMS	N/A	0.0000
OTHER	N/A	0.0000
FRINGE BENEFITS	N/A	0.0465
REVENUES	N/A	0.0150
PUPIL UNITS	+250 FROM	+250 FROM 91-

The 92-93 budget includes \$30,000 additional in instructional supplies.

	- 10	u	9	6	
APRIL 2	2. 1	99	12		

FOOD SERVICE FUND	1987-88 ACTUALS	1988-89 REVISED BUDGET	1988-89 ACTUALS	1989-90 REVISED BUDGET	1989-90 ACTUALS	1990-91 REVISED BUDGET	90-91 ACTUALS	1991-92 REVISED BUDGET	1992-93 PRELIM BUDGET
REVENUES									
Sales Interest Other local	356881 4331 5173	361270 5000 0	374012 7410 12	380211 5000 0	397640 5876	424010 2500 0	422781 1059 0	422609 2500 0	456418 2538 0
State aids Federal aids(cash) Commodities Transfers	25287 247864 96068 0	25100 255540 81420 10000	26877 283951 82160 10000	26367 289037 84975 10000	27649 292802 88687 10000	28570 310851 71501 10000	35955 327040 93099 0	33649 349766 72000 10000	34154 355012 72000 10000
TOTAL REVENUES	735604	738330	784422	795590	822654	847432	B79934	890524	930121
EXPENDITURES									
Food service salaries Purchased food & milk Commodities	232911 269583 96068	235610 287700 81420	238085 318062 82160	251413 338000 84975	262639 363036 88687	283821 388000 71501	280922 381913 93099	273805 413630 72000	285551 413630 72000
Fringe benefits Other expense	39606 6697 4	41590 90310	33910 84732	38100 106360	41467 108455	43765 113810	37576 97564	38730 92360	40531 92360
TOTAL EXPENDITURES	705142	736630	756949	818848	864284	900897	891074	890525	904072
REV OVER EXP (EXP OVER REV)	30462	1700	27473	-23258	-41630	-53465	-11140	-1	26049
BEGINNING FUND BALANCE	47402	77864	77864	105337	105337	63707	63707	52567	52566
ENDING FUND BALANCE	77864	79564	105337	82079	63707	10242	52567	52566	78615

CHANGE FACTORS	1992-93
SALES	0.0800
REVENUES	0.0150
SALARIES	0.0429
FOOD	0.0000
FRINGE BENEFITS	0.0465
COMMODITIES	0.0000
OTHER EXP	0.0000

*INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

TRANSPORTATION FUND UNAPPROPRIATED REVENUES	1987-88 ACTUALS	1988-89 REVISED BUDGET	1988-89 ACTUALS	1989-90 REVISED BUDGET	1989-90 ACTUALS	1990-91 REVISED BUDGET	1990-91 ACTUALS	1991-92 REVISED BUDGET	1992-93 PRELIM BUDGET
Taxes Tax shift Interest	306502 9738 9464	305290 8500	307913 31925 10939	423530 5000	418541 44341 0	450250 0	445288 -11603 0	484550	438650
Other local	646	0	9155	10000	16317	16000	20425	3970	4030
State transp aid Tax credits Other state aids Tax shift	565814 156491 -9738	552560 288440	490912 290091 -31925	560000 247670	654884 248882 -44341	925470 165305 2830	957304 166824 3001 11603	825340 226070 875	837720 100000 888
IRA SHITE	7700		0.710		,,,,,,				
TOTAL UNAPP REVENUES	1038917	1154790	1109010	1246200	1338624	1559855	1592842	1540805	1381288
UNAPPROPRIATED EXPENDITURES									
Transp salaries Transp fuel Contracted transp	221704 131261 658872	207280 135000 727000	261544 159278 741766	261300 110000 780612	263343 167300 814966	309350 193925 885937	282424 207263 858119	275660 195000 819500	287486 195000 819500
Other expense Fringe benefits Interest expense	75563 34710	76100 35890	74006 39063	10 4 500 44 380	57130 46388 16470	60253 49460 15000	74543 44282 10782	60420 43810	60420 45847 0
TOTAL UNAPP EXPENDITURES	1122110	1181270	1275657	1300792	1365597	1513925	1477413	1394390	1408253
REV OVER EXP (EXP OVER REV)	-83193	-26480	-166647	-54592	-26973	45930	115429	146415	-26965
BEG UNAPP FUND BAL	108919	25726	25726	-140921	-140921	-167894	-167894	-52465	93950
END UNAPP FUND BAL	25726	-754	-140921	-195513	-167894	-121964	-52465	93950	66985

CHANGE FACTORS FOR 92-93

SALARIES	0.0429
FUEL	0.0000
CONTRACTED TRANSP	0.0000
FRINGE BENEFITS	0.0465
OTHER EXPENSE	0.0000
REVENUES	0.0150

INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

APRIL 22, 1992

COMMUNITY SERVICE FUND	1987-88	1988-89 REVISED	88-89	1989-90 REVISED	1989-90	1990-91 REVISED	1990-91	1991-92 REVISED	1992-93 PRELIM
REVENUES	ACTUALS	BUDGET	ACTUALS	BUDGET	ACTUALS	BUDGET	ACTUALS	BUDGET	BUDGET
Taxes	116399	114520	116072	147913	145795	172712	170317	129302	184840
Tax shift (local taxes)	3237	117020	9045	14//10	20908	112112	-22468	127002	101010
Tuition	27365	25000	34510	29000	35951	32000	28020	34500	35018
Interest	7737	6000	13725	2000	11855	6000	10357	6000	6090
Other local	7315	6500	15771	12887	14795	13100	18512	34190	34703
Community ed aids	103916	134282	190600	274683	284903	273665	281098	320800	325612
Tax credits	59549	56620	57235	81120	81530	63144	63720	97000	B0000
Tax shift (state)	-3237		-9045		-20908		22468	0	
Other state aids	87815	90130	52935	31159	52574	59946	57387	91927	93306
Federal aids	26980	32310	28924	35500	36050	36500	35622	42000	42630
TOTAL REVENUES	437076	465362	509772	614262	663453	657067	665033	755719	802198
EXPENDITURES									
Adult ed/comm ed salaries	228509	285691	292278	343941	356816	394457	375779	428753	447147
Adult ed/come ed other exp	125927	151574	136586	189122	162187	198127	145787	228660	228660
Misc programs	51694	51990	37119	31160	28111	33177	33006	37407	37407
Fringe benefits	29222	22000	38549	57226	49160	53170	53430	63166	66103
TOTAL EXPENDITURES	435352	511255	504532	621449	596274	678931	608002	757986	779317
REV OVER EXP (EXP OVER REV)	1724	-45893	5240	-7187	67179	-21864	57031	-2267	22882
BEGINNING UNAPP FUND BALANCE	74140	75864	75864	81104	81104	148283	148283	205314	203047
ENDING UNAPP FUND BALANCE	75864	29971	81104	73917	148283	126419	205314	203047	225929

CHANGE FACTORS FOR 1992-93

SALARIES	0.0429
FRINGES	0.0465
DTHER EXP	0.0000
REVENUES	0.0150

MOFPENDENT	CRITICAL	ATATETAT	B 4 E 6	DUBBETO
THE PROPERTY OF THE PARTY OF TH	DEC-9784 - 1619 1818	III 1 R & 2 R F C F R C F R I	2152	RIMBELS

	NVEFERVER! SCHOOL DISTRICT #13	Z BUNDE 13					HFRIE SE	2. 4172		- 47
C	APITAL DUTLAY FUND	1987-88	1988-89 REVISED	1988-89	1989-90 REVISED	1989-90	1990-91 REVISED	1990-91 ACTUALS	1991-92 REVISED	1992-93 PRELIM
R	EVENUES	ACTUALS	BUDGET	ACTUALS	BUDGET	ACTUALS	BUDGET		BUDGET	BUDGET
	Too lannaheeta	410571	271500	241112						
	Tax levy-basic Tax levy-facilities	462576	231500	241112	413210 F	413214 F	200795 F	192398 F	25260 F	202600 F
1	Tax levy- equipment				180950 E	166330 E	69690 E	69690 E	68050 E	76370 E
	Tax levy-health/safety(incl hazardous)	142003	140000	140000	267470 H	267470 H	598175 H	595246 H	353430 H	-76980 H
)	Tax shift (local taxes)	-43426		132604		73235 E		-170739 F		70.38
	Interest	65272	59000	73507	73000 F	69648 F	69500 F	66412 F	69500 F	66000 F
	Other local	1000		3824	60000 E	66663 E	48174 E	49753 E	64924 E	7770 F
	Local-rent/gifts Tax credits	309407	184600	185670	473280 H	475586 H	318831 H	321759 H	5730 F 219235 F	3730 F 67300 F
	Tax shift (state)	43426	104000	-132604	4/3260 n	-73235 E	310031 u	170739 F	217200 F	0/300 F
	Other state aids	10120	400000	398657		10200 6	11560 E	10869 F	1510 F	200
	Other state aids								6045 E	
	Facilities aid				425970 F	410689 F	618B00 F	619797 F	686840 F	670630 F
	Equipment aid				217650 E	197367 E	309400 E	308326 E	345070 E	335320 E
	Health/safety aid		5200	5369	878480 H	861606 H	473400 H	417243 H	629110 H	41210 H
	Energy/asbestos grants & loans	1090578	1147404	1147406	, TEA F	7/0/0 5		DATES P		
	Conversion of assets	103802	111/404	55677	6750 F	36868 F 7556 E	0	20319 F	H	31.58
	Asbestos recovery	100002		00077	Die S	121321 H	44400 H	79553 H	61620 H	In a U.
								,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Markey Mi	
	TOTAL REVENUES	2174638	2167704	2251222	2996760	3094318	2762725	2751365	2536324	1386180
E	XPENDITURES									
	Admin equipment	92165	76400	553397	20946 E	106842 E	324810 E	343172 E	. 23800 E	65190 E
	Telephone/Region I				51000 F	59259 F	89000 F	64911 F	68000 F	73085 F
	Instructional equip Spec ed equip	312357	226270	255859	280092 E	380325 E	468487 E	473071 E	206235 E	171300 E
	Instruct support (media)	2415 45514	45820	1699 47595	47990 E	565 E 46075 E	2777 E 55331 E	2780 E 54690 E	207345 E	155139 E
	Capital lease	75517	43020	7/3/3	38000 F	33486 F	126000 F	109040 F	240000 F	241000 F
	Bldgs & grnds equip	27336	10000	13508	15000 E	11012 E	26350 E	26274 E	14000 E	14000 E
	Capital improvements	439564	477580	326407	917230 F	845746 F	852000 F	620498 F	447836 F	624101 F
	Health/safety expenditures	1309469	1843650	1909138	42000 H	416892 H	1528630 H	1693998 H	310000 H	145000 H
	Transportation equip		12600	6313	0 E	0 E	0 E	0 E	0 E	
	Interest & loan payments Food service capital outlay	11725	50970	95820	49855 F	54192 F	60120 F	52286 F	27932 F	53000 F
	Interest & loan payments		10000	10000	10000 F 76400 H	10000 F 76343 H	10000 F 76400 H	5551 F 76343 H	10000 F 76400 H	10000 F 76400 H
	Transfer Equipment				7040V II.	79575 11	7070V n	-581859 E	70400 n	70700 n
	Transfer Facilities							581859 F		
	TOTAL EXPENDITURES	2240545	2753290	3219736	1548513	2040737	3619905	3522614	1631548	1628215
	REV OVER EXP (EXP OVER REV	-65907	-585586	-968514	1448247	1053581	-857180	-771249	904776	-242035
	BEGINNING FUND BALANCE	1066406	918986	918986	-49528	-49528	1004053	1004053	232804	1137580
1	CLOSE OUT BUILDING FUND	-81513								
4	ENDING FUND BALANCE	918986	333400	-49528	1398719	1004053	146873	232804	1137580	895545
	FACILITIES FUND BALANCE			493945	346790	421681	173656	-102669	111638	120712
	EQUIPMENT FUND BALANCE			0	94572	-106903	-545834	2738	35447	41508

Appendix C-1 Page 7 of 8

				Pag	ge 7 of 8		
HEALTH & SAFETY FUND BAL	-543470	957360	68927B	519054	332738	990498	733328
	-49525	1398722	1004056	146876	232807	1137583	895548
	1221897	1221897	1165115	1165115	1071331	1071331	

INDEPENDENT SCHOOL DISTRICT # 152

APRIL 22, 1992

	DEBT SERVICE FUND	87-88 ACTUALS	88-89 REVISED BUDGET	88-89 ACTUALS	89-90 REVISED BUDGET	89-90 ACTUALS	90-91 REVISED BUDGET	90-91 ACTUALS	91-92 REVISED BUDGET	92-93 PRELIM BUDGET
)	REVENUES									
)	Taxes Interest Other local	361382 15707	321700 8000	330978 23249	310490 15000	308662 24697	272280 15000	270179 17823 10718	285820 15000	200300 15000
*	Tax credits Sales-real property	183815	164200	162247	170510	171352	100210	101130	151951	100000
*	TOTAL REVENUES	560904	493900	516474	496000	504711	387490	399850	452771	315300
	EXPENDITURES									
	Bond principal Bond interest Other expense	364750 219516 987	259750 202300 1500	259750 202336 554	269750 188745 1500	269750 188945 1711	224750 174310 1800	224750 174310 1158	220000 128890 1000	235000 116620 1000
	TOTAL EXPENDITURES	585253	463550	462640	459995	460406	400860	400218	349890	352620
	REV OVER EXP (EXP OVER R	-24349	30350	53834	36005	44305	-13370	-368	102881	-37320
**	BEGINNING FUND BALANCE	143238	118889	118889	172723	172723	217028	217028	216660	319541
*	ENDING FUND BALANCE	118889	149239	172723	208728	217028	203658	216660	319541	282221

State's budget problems are enormous, long-term

by Gene Merriam

Like a majority of other states. Minnesota faces a very serious budget problem. This problem will be made more serious by the short-term fixes that are being enacted to balance the current biennial budget instead of addressing the long-term problems we face. I am convinced that the projected shortfall of nearly \$600 million in the current biennium will be followed by a \$1.5 to \$2 billion problem in the next biennium.

Although the recession exacerbates the problem, the recent downturn in the economy is not the primary cause of the state's budget problems. The problem, simply put, is that the growth in expenditures is far outpacing the growth in revenue. Even with normal rates of growth in the economy, the revenue will not keep pace with expenditures. The gap between revenue and expenditures grows wider when projected over the next several years, even assuming strong economic recovery and growth. As the economy attempts to stabilize after suffering from the debt-financed growth of the '80s, we would be better prepared to manage if there were better under-

Continued on Page 6

AJOURNAL

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Budget

Continued from Page 1

standing of the economic challenges facing governments at all levels.

In allocating scarce resources policymakers need to balance the public's resistance to tax increases with the growing expectations for more and better state-financed services. It is simplistic to characterize the problem as one of either inadequate revenue or runaway spending. We need to gain a better understanding by looking more closely at some of the factors that are driving spending growth.

The demographic make-up of the population is a factor that affects state spending in many areas. A large portion of the state budget is spent on education. The schoolage population has recently begun increasing and is projected to increase for some years to come. The state is already a major partner in funding elementary and secondary education and a recent court decision (currently under appeal) likely will require a substantial increase in state spending in order to equalize educational resources and provide greater uniformity as required



"I don't think we have to worry about lowering the public's expectations...I'm told they've never been lower."

by our state constitution.

An increasing number of people are entering and re-entering our higher education system, many of them as nontraditional students requiring more and different services. There is an increased need for retraining due to the technological explosion and job displacement. Retraining is necessary to maintain a competitive workforce, but may be discouraged if there is a continuation of the recent trend of shifting more of the higher education financing costs onto the students in the form of tuition increases.

Another area of state expenditures significantly affected by demographic factors is health care. With an

aging population we will face staggering increases in this area of our budget because of the extremely high cost of care for the elderly. This is in addition to a multitude of other factors that have made spiraling health care costs the fastest growing segment of the state's budget. Other social service and human service programs will be flooded by the demands resulting from a shrinking middle class, with the poor becoming poorer and rapidly increasing in numbers.

Even though there have been large rates of spending increases in the corrections area in recent years, we have yet to see the effects of recent actions. Longer prison sentences resulting from the public outcry for tougher criminal sanctions have yet to work through the system to affect prison capacity. We will experience substantial operating and capital cost increases in this area for many years to come.

Policymakers need to make decisions within a framework that provides information on long-range financial impacts. Many decisions that cause intergenerational funding shifts—enhancing public employee pensions and issuing long-term debt for capital improvements, for example—do not have

immediate financial implications, so the appropriate balancing and trade-offs are often not made. By the year 2020 there are projected to be 2.5 workers for each retiree, compared to five currently and 10 when the Social Security system was created in 1935. Recently enacted policies-and more under consideration by the Legislaturethat encourage early retirement by public employees may be counter-productive in the context of the broader picture of an increasing proportion of an aging population that is living longer with a much smaller work force to support

In an effort to reconcile the growing gap between revenue and expenditures, policymakers will need to determine whether our citizens are resolved to provide a greater share of wealth toward government services or lower their expectations of the services that government is to provide. I believe these fundamental resource allocation issues will confront governmental decision-makers for years to come. The state's budget problems are enormous and long term.

Gene Merriam (DFL-Coon Rapids) is chair of the Minnesota Senate Finance Committee.

FUND GENERAL

BEG. FUND BAL.	1991.92 1/14/92 PRELIM. 2,461,944	1991.92 4/20/92 FINAL 2,461,944	1992.93 1/14/92 PRELIM. 3,121,692	1992.93 4/20/92 Revised PRELIM. 2,554,134
REVENUE	25,547,026	25,509,822	26,183,179	26,584,216
EXPENDITURES	24,887,278	25,417,632	26,601,039	26,539,859
REV-EXP	659,748	92,190	(417,860)	44,357
END FUND BAL.	3,121,692	2,554,134	2,703,832	2,598,491

^{*} Includes 50 more pupil units ** Does not have new staffing

FUND CAPITAL OUTLAY

BEG. FUND BAL.	1991.92 1/14/92 PRELIM. 232,804	1991.92 4/20/92 FINAL 232,804	1992.93 1/14/92 PRELIM. 1,034,905	1992.93 4/20/92 FINAL 1,137,580
REVENUE	2,389,180	2,536,324	1,386,180	1,386,180
EXPENDITURES	1,587,079	1,631,548	901,099	1,628,215
REV-EXP	802,101	904,776	485,081	(242,035)
END FUND BAL.	1,034,905	1,137,580	1,519,986	895,545
FACILITIES	82,338	111,638	688,598	120,712
EQUIPMENT	23,692	35,447	44,983	41,508
HEALTH & SAFETY	928,878	990,498	786,408	733,328

FUND DEBT SERVICE

BEG. FUND BAL.	1991.92 1/14/92 PRELIM. 216,660	1991.92 4/20/92 FINAL	1992.93 1/14/92 PRELIM. 319,541	1992.93 4/20/92 FINAL
REVENUE	452,771		315,300	
EXPENDITURES	349,890		352,620	
REV-EXP	102,881		(37,320)	
END FUND BAL.	319,541	SAME	282,221	SAME

FUND TRANSPORTATION

BEG. FUND BAL.	1991.92 1/14/92 <u>PRELIM.</u> (52,465)	1991.92 4/20/92 FINAL (52,465)	1992.93 1/14/92 PRELIM. (27,630)	1992.93 4/20/92 FINAL 93,950
REVENUE	1,496,095	154,805	131,404	1,381,288
EXPENDITURES	1,471,260	1,394,390	152,301	1,408,253
REV-EXP	24,835	146,415	(20,896)	(26,965)
END FUND BAL.	(27,630)	93,950	(48,527)	66,985

FUND FOOD SERVICE

BEG. FUND BAL.	1991.92 1/14/92 PRELIM. 52,567	1991.92 4/20/92 FINAL 52,567	1992.93 1/14/92 PRELIM. 52,604	1992.93 4/20/92 FINAL 52,566
REVENUE	890,562	890,524	933,760	930,121
EXPENDITURES	890,525	890,525	935,051	904,072
REV-EXP	37	-1	(1,292)	26,049
END FUND BAL.	52,604	52,566	51,312	78,615

FUND COMMUNITY SERVICES

BEG. FUND BAL.	1991.92 1/14/92 PRELIM. 205,314	1991.92 4/20/92 FINAL 205,314	1992.93 1/14/92 PRELIM. 198,241	1992.93 4/20/92 FINAL 203,047
REVENUE	727,584	755,719	773,126	802,198
EXPENDITURES	734,657	757,986	771,390	779,317
REV-EXP	(7,073)	(2,267)	1,736	22,882
END FUND BAL.	198,241	203,047	199,977	225,929

The mission of Independent School District #152 is to . . .

... develop the maximum potential of every learner to thrive in a changing world.

1992-1993

Management Plan

MANAGEMENT PLAN....1992-93

April 22, 1992

Independent School District #152 will activate and support human resources to help educate the learner. (LRP Goal V, page 30)

CATEGORY I - TEACHERS K-12

A.	Elementary Classes K-4			25:1			
	5-6			28:1			
В.	Secondary Classes	Average class siz	е	27:1			
C.	Staffing Requests - Teachers (based	d on cohort project	ions)				
	a. K-4						
		EI	E GRAI	DE COST	IMPACT ON 1992-93 GEN. FUND	Budget	
	Edison Probstfield Riverside/Lincoln Washington						
	TOTAL		0 K-3	40,000	40,000		
	b. Robert Asp Voyager		0 5-6	120,000	120,000	120,000	
	c. Junior High				60,000	40,000	
	d. Senior High			160,000	160.000	80.000	
30	Sub-Total Category I				380,000	240,000	

Comment:

Continue utilizing policy IHB-A for balance of class size in K-4.

ATEGORY II - LICENSED SPECIALISTS			1992-93 EN. FUND	Recom Budge Effec
Reductions a. Elementary b. Secondary				
TOTAL REDUCTIONS			0-	-0-
Additions	FIE	COST		
a. Elementary				
1. Music	+0.5	3-6 20,000	20,000	10,00
2. Art	+0.2	3-6 8,000	8,000	4,00
3. Phy. Ed	+0.3	3-6 12,000	12,000	10,00
4. Counselor	+1.0	5-6 40,000	40,000	
5. Elem. German	+0.3	6 12,000	12,000	4,00
6. Elem. Spanish	+0.3	5 12,000	12,000	
7. Prep-Time Legis	+2.0	K-4 80,000	80,000	
(Variance allowable for 1992-93)				
TOTAL SECONDARY ADDI				
	TIONS		0-	-0
c. District	TIONS		0-	-0
c. District 1. ESL	+0.5	20,000	0-	-0
1. ESL				-0
Special Education	+0.5	20,000	10,000	-0
Special Education Phy. Therapist	+0.5	20,000	10,000	-0
d. Special Education 1. Phy. Therapist	+0.5 +0.8 +0.1	20,000 32,000 4,000	10,000 16,000 2,000	
d. Special Education 1. Phy. Therapist	+0.5 +0.8 +0.1 +0.53	20,000 32,000 4,000 21,200	10,000 16,000 2,000 10,600 G	irant fund
d. Special Education 1. Phy. Therapist	+0.5 +0.8 +0.1 +0.53 +1.0	32,000 4,000 21,200 40,000	10,000 16,000 2,000 10,600 G 20,000	Grant fund
d. Special Education 1. Phy. Therapist	+0.5 +0.8 +0.1 +0.53 +1.0 +1.0	32,000 4,000 21,200 40,000 40,000	10,000 16,000 2,000 10,600 G 20,000 20,000	Frant fund 20,00 14,00
d. Special Education 1. Phy. Therapist	+0.5 +0.8 +0.1 +0.53 +1.0 +1.0 +0.5	20,000 32,000 4,000 21,200 40,000 40,000 20,000	10,000 16,000 2,000 10,600 G 20,000 20,000 10,000	arant fund 20,00 14,00 10,00
d. Special Education 1. Phy. Therapist	+0.5 +0.8 +0.1 +0.53 +1.0 +1.0 +0.5 +0.5	20,000 32,000 4,000 21,200 40,000 40,000 20,000	10,000 16,000 2,000 10,600 20,000 10,000 10,000	Frant fund 20,00 14,00 10,000
d. Special Education 1. Phy. Therapist	+0.5 +0.8 +0.1 +0.53 +1.0 +1.0 +0.5 +0.5 +.25	20,000 32,000 4,000 21,200 40,000 20,000 20,000 10,000	10,000 16,000 2,000 10,600 20,000 10,000 10,000 5,000G	arant fund 20,00 14,00 10,00 10,00 rant Fund
d. Special Education 1. Phy. Therapist	+0.5 +0.8 +0.1 +0.53 +1.0 +1.0 +0.5 +0.5 +0.5	20,000 32,000 4,000 21,200 40,000 40,000 20,000 20,000 10,000	10,000 16,000 2,000 10,600 G 20,000 10,000 10,000 5,000 G	arant fund 20,00 14,00 10,00 10,00 rant Fund

CATEGORY IIA - NON-LICENSED SPECIALISTS	COST	IMPACT ON 1992-93 GEN. FUND	Recom. Budget Effect
A. Reductions			
B. Additions			
a. Special Education			
1. EBD Para +1.0	10,000	4,000	4,000
2. MSH & MMH Inclusion Paras +6.5	78,000		ed. Funds
b. Washington			
*1. Media/technology support	8,000	8,000	
c. Edison	0,000	0,000	
*1. Media/technology support	8,000	8,000	
d. Asp	0,000	8,000	
1. In-School Susp. Para +1.0	10,000	10.000	10 000
*2. Media/technology support	8,000	235(035)5	10,000
3. Increase health tech. + 30 min.		JEAN PLOTE TO THE	
e. Junior High	1,000	1,000	The Table
1. In-School Susp. Para +1.0	40.000	40.000	
*2. Media/technology support	10,000		10,000
f. Senior High	8,000	8,000	
1. In-School Susp. Para +1.0	10,000		
*2. Language Arts Computer Lab Aide Media/technology support as recommended by the North Computer SUB-TOTAL REDUCTIONS CATEGORY IIA	8,000 entral Report	10/45/19/57/17/2005	Building udget Adjus
			24,000
A. Reductions (shift principal's salary to Chapter I budget as o		(20,000)	(20,000)
P. OPE Coming to a Foreign to St.	THE COLUMN		
B. OBE Curriculum Facilitator (0.5) Explained under Curriculum and Instruction B	20,000	20,000	20,000
C. Home/School Liaison positions (2 positions funded by State)		*TBD	Grant
D. Plans for continuation of the Migrant/Community Issues/ESL Coordinator will be made in conjunction with the Joint Powers Committee.		*TBD	Joint Powers
E. Marketing/Communications Budget will be decreased	(10,000)	(10,000)	(10,000)
from 35,000 in 1991-92 to 25,000 in 1992-93 .			(10,000)
from 35,000 in 1991-92 to 25,000 in 1992-93 . F. Junior High Activities Director (.5 FTE)		20,000	(10,000)

	SUB-TOTAL REDUCTIONS CATEGORY		2		Recom. Budget Effect
	SUB-TOTAL ADDITIONS CATEGORY	IB		40,000	(10,000)
CAT	EGORY IIC - EXTRA CURRICULAR PROC	GRAMS	× 2200 233		
			91-92	92-93	
	Advisor for Key Club		-0-	2,000	-0-
	School Patrol Supervisor		8,600	12,000	-0-
	Student Council Increase at Robert Asp Junior High Volley Ball Two to Four Coaches		880	2,200	-0-
_	At 1,000 each		-0-	4,000	The same of the sa
E.	An activity transportation levy will be authorized 1992 legislation and late activity buses will be re				Special transp. levy
	SUB-TOTAL ADDITIONS CATEGORY	IIC		10,720	2,000
CAT	EGORY IID - OPERATION OF BUILDING				
		ETE	COST		
	Custodian (Sports Center, Asp and Junior High)	+1.0	16,000	16,000	
	SUB-TOTAL ADDITIONS CATEGORY	IID		16,000	0
					Recom.
CAT	EGORY IIE - HUMAN RESOURCES				Budget
VAL	EGOTT IIE - HOWAR NEGOTIOES		91-92	92-93	Effect
A.	Life Management Skills retreats will be continue	d			Continue
	based on utilizing the support and program of th				to utilize
	retreats for Hispanic youth at a cost of \$3,000.				budget.
B.	Seeking Educational Equity and Diversity (SEED)		-0-		From misc.
	program will be implemented through planning of			9	expense of
	Human Rights Committee and funded by utilizing exbudgets.	isting			Instruction
C.	The district will continue to study and move toward	1			Continue
	increased collaborative site based decision mak				to utilize
					budget.
D.	The district will increase partnership with the city				From misc.
	and will monitor efforts to reuse, recycle and red	uce			expense of
	the use of resources.				Instruction
E.	A Human Resources package will be placed on the A/S 400 computer system. (Referendum)	9		F	Referendum
F.	Employee Assistance program will be improved.		2,000	15,000	13,000

	IDDIOLILLIM AND INCTOLICTION		00.00	Recom. Budget
all le	pendent School District #152 will design/adopt pro earners as individuals develop the skills and abiliti enship and life-long learning. (LRP Goal I, page 17)			
CAT	EGORY III - CURRICULUM AND INSTRUCTION			
	SUB-TOTAL HUMAN RESOURCES ADDITIONS. SUB-TOTAL HUMAN RESOURCES REDUCTIONS			(28,000)
0.	Reduce costs of employing legal advice due to negotiations cycle.			(5,000)
N.	A Wellness program will be developed. By 1992, a wellness program for personnel will be implemented at each facility. (LRP Objective 2, page 31)	-0-	15,000	
M.	The substitute teacher management system will be studied and revised.	23,000	16,000	(7,000)
L.	The district will prepare a plan for mentorships and PEER review.	•	-0-	Plan
K.	Decrease budget for school census takers based on recent costs.			(1,000)
J.	Decrease budgeted student help categories by controlling hours			(5,000)
l.	Eliminate Administrative Candidate Expense as a budget category which was necessary for 91-92 only	15,000	-0-	(15,000)
Н.	The district will be pro-active in recruiting nontraditional applicants with an emphasis on recruiting minority candidates.			Administ. Travel
G.	Decrease District wide Staff Development Budgets by \$8,000.			(8,000)
		91-92	92-93	Recom. Budget Effect

I. CURRICULUM AND INSTRUCTION

A. Outcome based instruction will continue to be a priority. By 1992, all curriculum adoption cycles will offer opportunities for summer writing time. (LRP 2.1, page 19)

92-93

72,000

Effect

Continue to utilize existing budget

91-92

72,000

1.	Development will include summer OBE writing at the K-6 level with emphasis on mathematics and communications. Teachers will develop materials for articulation of outcomes, improved individual learning plans at K-4, and an emphasis on assessment.	91-92	92-93	Budget Effect Continue to utilize existing budget
2.	Secondary OBE development will focus on communications with planning based on the revised Graduation Rule to be approved by the State Board of Education in December of 1	992.	exist	Continue to utilize ing budget
В.	Utilizing a Minnesota Department of Education grant for OBE management, the district will utilize Mary Regelstad as a half-time OBE management specialist (State paid) and a half-time OBE curriculum facilitator. OBE management inservice will be provided when OBE curriculum has been developed and when appropriate software is available.		c	Refer to ategory IIB
C.	The district will develop integrated units for environmental education a Minnesota Department of Education grant. Support field trips will be provided by the district.	ation		Grant Field trip Budget
D.	Summer school 1992 will be offered for secondary make-up only. A junior high social studies summer school program will be based on correctives and meeting outcomes rather than seat time. Elementary summer school will be for ESL students only. Special education will utilize an extended year summer program three days per week during June and July for students whose IEP's stipulate a need for extended year programming. (Special education transportation provided.)	85,000	42,000	(43,000)
	In the summer of 1993, summer school will not be held except for special education programs for students whose IEP's stipulate a need for extended year programming.			Spec. Ed Funding
	Summer music programs will be fee-based through Community Education without being subsidized by Community Education.			Student Fees
	Alternatives to summer school will be studied to provide opportunities for students to meet unattained outcomes.		*TBD	
E.	The "New American School" or other options will be pursued to create a model for multi-age learning environments which will provide increased educational opportunity. (See New American School proposal which was based on the Strategic Long Range Plan.) By 1995, variable term contracts will be in place as associated with 12 month/year-round schooling; flexible scheduling; changes is student/teacher ratios; non-graded education; alternatives to learner support systems to ensure achievement of learner out of day -long kindergarten, etc. (LRP Objective 5, page 31)	'n	*TBD	Continue to study

		91-92	92-93	Recom. Budget Effect
F.	ESL programming will be studied in an attempt to equalize staffing.	*TBD	*TBD	
G.	Instructional budgets will be increased by 30,000 due to increased enrollment.	800,000	830,000	In Prelim. Budget
н.	Special education integration will continue to be a major initiative. Important ingredients in the success of the program will be the development of a district-wide transition plan, administrative leadership, collaborative planning for integration and/or inclusion, and an ongoing staff development program.	*TBD	*TBD	
l.	The district will review the management relationship of the Clay County Cooperative Pre-School Program and will determine (in cooperation with other Clay County school districts), whether or not ISD 152 shall become the fiscal host of this program effective July 1, 1993.			Review
J.	There will be a North Central Association visit in December, 1993 for science/physical education/health/facilities.			Existing Budget
K.	10/59 Prairie Lakes curriculum development will be in the areas of vocational education and visual arts.			Existing Budget
L.	Changes will be implemented in language arts/English and media/technology, including textbook adoption.			Textbook Budgets
M.	The junior high staff will explore a different type of delivery system by using the concept of pods.		7,000	
N.	The integration of technology and instruction will be continued. A Long Range Technology Plan for 1993-98 will be developed. By 1992, all district staff will demonstrate knowledge of and/or utechnology in teaching, planning, and managing. (LRP Objection By 1992, all school-age district learners will have computer and technology skills and opportunities to use them for the purpose communication, problem solving, and decision making. (LRP Objective 5.2, page 20)	ve 5.1)	F	Referendum
0.	Building instructional line items will be adjusted through site level decision making.	-0-	-0-	Site level

P.	The Drug Awareness and Education program, (D.A.R.E), will need 3 additional sections to be funded by the Police Department in cooperation with the school using funds from the special levy for school law enforcement issues.	91-92 -0-	the state of the s	Recom. Budget Effect Dedicated levy
Q.	Nokomis Child Care Center will receive district support.	4,000	6,000	2,000
R.	Tech Prep planning will utilize an ECSU grant.	-0-	-0-	Grant
S.	A careful study of the school discipline plans and procedures will be made including a revision of the district's discipline policy. SUB-TOTAL REDUCTIONS CATEGORY III		-0- (43,000)	Study (41,000)
	The Applitons	•••••	2,000	

CATEGORY IV - COMMUNICATIONS

Independent School District #152 will improve and expand communications internally and externally to become more efficient and effective. (LRP Goal IV, page 27)

-		(Lin Goaliv,	page 21)	
A.	Needs and plans for two-way radio communications for home/school liaison, nursing staff, social workers, and others will be determined to insure safety when making home visits.	*TBD	*TBD	Study
В.	The district will develop new and better ways to enhance communication and a working relationship between learner, parent/family, staff members, and community.	*TBD	*TBD	Study
C.	Telephones and other communications systems will be provided for better home/school communication.		Ref	erendum
	SUB-TOTAL ADDITIONS CATEGORY IV		*TBD	

CATEGORY V - FACILITY/SITE DEVELOPMENT

Independent School District #152 will provide appropriate facilities to implement present and future programs. (LRP Goal III, page 25)

	91-92	92-93	Recom. Budget Effect
Referendum for the purpose of purchasing property, site preparation, remodeling and renovating buildings, constructing additions to current facilities, and making technology improvements. (See attachment- Appendix B. \$6 million)	٠	-0-	Referend.
Building Construction/Renovation a. Art Shop into regular classroom space. b. Locker room into a music room and storage space.	C.O.	C.O.	C.O.
Leases including Sport Center mezzanine for	C.O.	C.O.	C.O.
SUB-TOTAL CATEGORY V			0
	site preparation, remodeling and renovating buildings, constructing additions to current facilities, and making technology improvements. (See attachment- Appendix B, \$6 million) Building Construction/Renovation a. Art Shop into regular classroom space. b. Locker room into a music room and storage space. c. Enclose north hallway at junior high. Leases including Sport Center mezzanine for elementary art.	Referendum for the purpose of purchasing property, site preparation, remodeling and renovating buildings, constructing additions to current facilities, and making technology improvements. (See attachment- Appendix B, \$6 million) Building Construction/Renovation a. Art Shop into regular classroom space. b. Locker room into a music room and storage space. c. Enclose north hallway at junior high. Leases including Sport Center mezzanine for elementary art.	Referendum for the purpose of purchasing property, site preparation, remodeling and renovating buildings, constructing additions to current facilities, and making technology improvements. (See attachment- Appendix B, \$6 million) Building Construction/Renovation C.O. C.O. a. Art Shop into regular classroom space. b. Locker room into a music room and storage space. c. Enclose north hallway at junior high. Leases including Sport Center mezzanine for C.O. C.O. elementary art.

CATEGORY VI - COMMUNITY EDUCATION

Independent School District #152 will seek commitment from all stakeholders to become involved in education. (LRP Goal VI, page 32)

		91-92	92-93
A.	Community Education program will be reorganized based on recommendations of the advisory committee including administration, coordination and programming.		Com. Ed. Budgets
В.	Community education office will relocate.	C.O.	C.O. Lease levy
C.	Adult education classes will relocate into K-12 buildings.		Building use
D.	Community education programs will be maintained with "no growth" funding.		Com. Ed. Budgets
E.	The Early Childhood Family Education program will be increased to reach more participants.		Com. Ed. Budgets

Budget 91-92 92-93 Effect F. Learning Readiness activities will be coordinated based Grants on MDE grants. By 1992, community education/early childhood education programs will promote increased school readiness opportunities and continue to emphasize child and family commitment to learning. (LRP Objective 6.2 page 21) Existing G. Community education will continue to coordinate the **Budgets** Parental Involvement program. SUB-TOTAL ADDITIONS CATEGORY VI...... -0-CATEGORY VII : FINANCES Independent School District #152 will secure financial resources through traditional and creative means to meet program needs. (LRP Goal II, page 22) 91-92 92-93 In kind A. The district will assist the Moorhead Educational Foundation in reaching its financial goals. **Planning** B. The district will develop a broad five-year financial plan based on learners' needs, facility needs, and enrollment projections. This plan will be reviewed and updated on an annual basis. SUB-TOTAL CATEGORY VII ADDITIONS.....-0--0-It is recommended that: The Management Plan be reviewed in the fall and prior to action on proposals submitted during 1992-93. As the Board reviews the Management Plan, consideration should be given to the fact that Financial Guidelines did not include the preliminary proposed increases in the budget categories of supplies, energy, and other .

Recom.

		ALL PROPOSED		RECOMMENDED
CATEGORY	FTE	ADDITIONS	FTE	BUDGET EFFECT
I. K-3 Teacher	1.00	40,000		
I. 5-6 Teachers	3.00	120,000	3.00	120,000
I. Jr. High Teachers	1.50	60,000	1.14	40,000
I. Sr. High Teachers	4.00	160,000	2.00	80,000
Sub-Total Category I		380,000		240,000
II. Elem. Music	0.50	20,000	0.25	10,000
II. Elem. Art	0.20	8,000	0.10	4,000
II. Elem. Phy. Ed.	0.30	12,000	0.25	10,000
II. Elem. Counselor	1.00	40,000		
II. Elem. German	0.30	12,000	0.10	4,000
II. Elem. Spanish	0.30	12,000		
II. Elem. Prep-time Legis.	2.00	80,000		
II. Secondary		0		
II. Dist. ESL	0.50	10,000		
II. Spec. Ed. Phy. Ther.	0.80	16,000		
II. Spec. Ed. POHI	0.10	2,000	-77	
II. Spec. Ed. Speech	0.53	10,600		Grant Funds
II. Spec. Ed. EBD	1.00	20,000	1.00	20,000
II. Spec. Ed. LD	1.00	20,000	0.70	14,000
II. Hearing Impaired		10,000	0.50	10,000
II. MMH and MMSH	0.50	10,000	0.50	10000
II. Early Childhood	0.25	5,000	0.25	Grant funds
Sub-Total Category II		287,600		82,000
IIA. Spec. Ed. EBD Para	1.00	4,000	1.00	4,000
IIA. MSH & MMH Incl. Para	6.50	32,500	6.50	Federal Funds
IIA. Media/Tech Support	4.00	32,000		
IIA. In-School Susp. Para	3.00	30,000	2.00	20,000
IIA. Sr. High C. Lab Aide	1.00	8,000		
Sub-Total Category IIA		106,500		24,000
IIB. Admin. salary shift		-20,000		-20,000
IIB. OBE Curr. Facil.	0.50	20,000	0.50	20,000
IIB. Home-Sch. Liaison	2.00			Grants
IIB. Migrant/Comm. Coord.				Grants
IIB. Market./Commun. Budget		-10000		-10000
IIB. Jr. High Activity Dir.	0.50	20,000		
IIB. Elem. Curriculum Coord.				
Sub-Total Category IIB		10,000		-10,000

CATEGORY	ALL PROPOSED		RECOMMENDED
IIC. Advisor Key Club	2,000		
IIC. School Patrol Sup.	3,400		
IIC. Student Council Incr. (Asp)	1,320		
IIC. Jr. High Volleyball Coaches	4 4000	2	200
IIC. Activity transportation			Transportation Levy
Sub-Total Category IIC	10,720		2,00
			2,00
IID. Custodian (1.0)	16,000		
Sub-Total Category IID	16,000		
IE. Life Management Retreat			Coation
IE. SEED (Equity & Diversity)		-	Continu Existing Budget
IE. Site-based decision making			Existing Budget
IE. Reuse, recycle, reduce			Existing Budget
IE. Human Resource A/S 400			Existing Budget
IE. Employee Assistance	13,000	-	Referendur
IE. Decrease staff Dev. Budget	The same of the sa	\dashv	13,00
IE. Non-traditional Applicants	-8,000		-8,00
E. Admin. Candidate Expense	15.000		Existing Budget
E. Student Work study	-15,000		-15,000
E. School Census	-5,000		-5,000
E. Mentorship/Peer Review	-1,000		-1,000
E. Substitute Management			Planning
E. Wellness	-7,000		-7,000
E. Legal Costs	15,000		
ub-Total Category IIE	-5,000		-5,000
os rotar category IIE	-13,000	-	-28,000
. OBE Summer Curr. Writing		+	Existing Budgets
. OBE Management			Grant
. Summer School	-43,000	_	-43,000
. New American School		_	Planning
. ESL-equalize staffing			Planning
Instructional Budgets	In Prelim. 30,000	_	Existing Budgets
Special Ed. Integration		_	Existing Budgets
Clay County Pre-School		_	Planning
North Central		-	Existing Budgets
10/59 Prairie Lakes		-	Existing Budgets Existing Budgets
Lang. Arts textbook adopt.		-	***************************************
Jr. High Restruct. Delivery	7,000	-	Existing Budgets
Long Range Technology Plan	7,000	-	Diazzi
Instruct. Budget Adjust.		-	Planning
DARE-cooperation		-	Site based
Nokomis Child Care	2,000	-	Special Levy 2,000

CATEGORY		ALL PROPOSED	RECOMMENDED
III. Tech Prep planning			Gran
III. School Discipline Plans			Giai
Sub-Total Category III		-34,000	-41,000
IV. Communications	+	0	
IV. Telephones, other			
Sub-Total Category IV		0	Referendun
V. Referendum Items			
V. Building Const./renovation	1		Referendum
V. Leases	1		Capital Outlay
Sub-Total Category V		0	Capital Outlay
VI. Community Education Reorg.			
VI. Com. Ed. Relocation	1	 	Commun. Ed. Budgets
VI. Commun. Ed. Programs	 		Lease Levy
VI. Early Child. Family Ed.	 		Commun. Ed. Budgets
VI. Learning Readiness	 		Commun. Ed. Budgets
VI. Parental Involvement			Grants
Sub-Total Category VI		0	Existing Budgets
VII. Educational Foundation			
VII. Financial Planning	 		In Kind
Sub-Total Category VII			Planning
		0	0
TOTAL ADDITIONS:		763,820	269,000
Total additions are based on	Revised	Preliminary 1992-93 Bi	udget submitted at

POLICY OF THE BOARD OF EDUCATION MOORHEAD, MN. DISTRICT CODE: JFCGA DATE ADOPTED: 06-23-87 REVIEWED/REVISED:

TOBACCO FREE ENVIRONMENT

Background

Smoking has been established as a major health problem in the United States. It is the leading cause of premature death, disease, and chronic disablitiy in our country. Tobacco use has been identified as the chief, single avoidable cause of death in our society and is therefore not consistent with the mission of education to develop the maximum potential of each individual for leading productive lives.

Smoking can be hazardous to the health of non-smokers as well as smokers. The act of smoking contributes to heart attack, high blood pressure, emphysema, and several forms of cancer in the smoker. By breathing the tozic products that tobacco smoke adds to the air, non-smokers run the increased risks of developing severe diseases such as lund cancer and emphysema. And in rooms with poor ventilation, tobacco smoke contributes to the overall unsatisfactory air quality. Smokeless tobacco can cause concer of the lip, mouth, check, tongue, jaw, and esophagus, gum disease, tooth loss and other health problems.

Objective

The Moorhead Independent School District has adopted as its mission "To maximize the talents of every student in Independent School District No. 152." The use of tobacco products violates the spirit of the district's mission.

Further, the Moorhead School Board is dedicated to providing a healthy, comforatble and productive environment not only for students but also for staff and citizens. The School Board believes that education plays a central role in establishing patterns of behavior related to good health. It therefore shall take mearsures to assist its students in resisting pressures to use tobacco. Curriculum related to tobacco use prevention will be developed and introduced at the primary grade levels and given greater in-depth emphasis at the secondary level.

The School Baord is concerned about the health of its employees. It also recognizes that adult teachers and other staff serve as powerful role models for students furing their formative years. Therefore, the Board shall promote non-smoking cessation programs on a periodic basis.

Policy JFCGA Policy

Smoking and the use of tobacco products shall be prohibited on all school district property, including district owned and contracted vehicles, with the sole exceptions of Townsite Centre and the Moorhead Technical College buildings. Smoking shall be prohibited in all rooms at Townsite Centre set aside for district use and in the hallways and common areas of the building. Smoking shall be prohibited in all rooms and common areas at the Moorhead Technical College except for a well-ventilated, totally enclosed, specially marked room (maximum of two) set aside for smoking.

Possession by an elementary, junior high or secondary school student of any type of tobacco product while on district property shall be considered a violation of the tobacco free policy. Smoking in a non-smoking area at Townsite Centre and the MTC shall be considered a violation of the tobacco free policy.

Enforcement

Signs will be placed at the entrance to each school district building, with the exception of Townsite Centre and the MTC, stating that this is tobacco free property. At Townsite Centre signs will be posted at the entrance to the rooms set aside for district use. At the MTC signs will state that smoking is permitted only in specially designated rooms (maximum of two). No smoking signs shall be placed in the halls and common areas of each district building including Townsite Centre and the MTC.

The success of this tobacco free policy will depend on the thoughtfulness, consideration and cooperation of students, staff and citizens. All individuals on school premises share in the responsibility for adhering to and enforcing this policy. Any individuals who observes a violation on school premty may report it Although any individual may report observed violations, school district employees shall be expected to report all observed violations in accordance with the procedures listed below.

Violations-Students of Elementary, Junior High, Secondary Schools

Any violations of the tobacco free policy by students shall be referred to the appropriate building administrator. Students who violate provisions of the policy shall be subject to the building student discipline procedures.

Violations-Student of Moorhead Technical College

Students found in violation of the policy shall be asked to move to the special room designated for that purpose. Continued violations will be referred to the building administration and the violator will be subject to the building (or district) student discipline procedures.

Policy JFCGA Violations-Staff

Any violation of the tobacco free policy by an employee of the district shall be referred to the appropriate supervisor. One verbal warning, accompanied by a written warning, shall be issued to the staff member. On second offense, a written warning shall be issued to the staff members with a copy placed in his/her district personnel file. Further violations shall be considered insubordination and shall be dealt with accordingly, based on applicable collective bargaining agreements, if any, and Minnesota Statutes.

Violations-Citizens

Citizens who are observed smoking on school district property shall be asked to refrain from such behavior while on district property. If the individual fails to comply with the request, his/her violation of policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred. The building administrator, president or supervisory personnel shall make a decision on further action which may includeing a directive to leave school property.

Repeated violations of the tobacco free policy by a citizen(s) may shall result in a recommendation to the Superintendent to prohibit the individual from entering school district property for a specified period of time. If deemed necessary by district administration, the local law enforcement agency may shall be called upon to assist with enforcement of this policy. Violation of the Minnesota Clean Indoor Air Act, by smoking in a designated non-smoking area, is a petty misdemeanor and a court injunction can be instituted against a repeated violator.

Dissemination of Policy

Copies of this policy shall be distributed to all students, faculty and staff of the school district and made available to all citizens.

Effective Date: August 1, 1987



MEXICOCITY/YUCATAN 1992 10-Day Summer Itinerary June 8-17 June 16-25, June 25-July 4

DAY 1 Arriving in Mexico City's international airport, you'll be whisked off by your bus teacher in an air-conditioned motorcoach to your hotel in the elegant Zona Rosa district. Once settled in the hotel, your bus teacher will take you on a walking tour of the area.

DAY 2 After your authentic Mexican breakfast you'll board your bus to venture into the city. Your first stop, Tlatelolco, the Plaza of Three Cultures, mixes the 14th, 16th and 20th centuries. Stand amongst Aztec ruins, a Spanish colonial church and modern apartments. Then, hear legends of Mexico's holiest shrine—the Basilica of Guadalupe. Then, travel one hour north of Mexico City to ancient Teotihuacan. Climb the Sun and Moon pyramids, learn about the feathered serpent, the revered juagar and the human sacrifices once performed there.

Puerto Guadalajara
Puerto Guadalajara
Vallarta AMEXICO CITY
CANCUN
TAXCO
CAXACA
ACAPULCO

Appendix F-1

DAY 3 Discover downtown in "el Distrito Federal" as natives call their city. The main plaza, el zocalo, boasts some of Mexico's most important monuments: the cathedral, built during the Spaniards' conquista, the Templo Mayor—an Aztec worship site, and finally, like in most central plazas, the center of government, El Palacio Nacional. Within its walls, your bus teacher will entertain you with the history of Diego Rivera's murals. Once you're back at the hotel, get spiffed up for an evening at the Ballet Folklorico. Get ready for Mexican—style dance with brilliant colors, whooping song and stomping "charros".

DAY 4 Test your Spanish and bargaining prowess at a food and flower market to purchase your picnic lunch for the day. Then, continue on to enjoy the greenery of Chapultepec Park, with its castle and the world-reknowned Museum of Anthropology. Lateafternoon you'll fly to Merida.

DAY 5 Discover Merida's zocalo with its uncharacteristically-Mexican numbered streets. All within walking distance, you'll visit the Municipal Palace, see the Government Palace murals, marvel at the cathedral. You'll step back in history at the Casa de Montejo—the Spanish conquistador's residence. Next, get caught up in the market's hubbub. Spend the rest of the day at the Mayan ruins of Uxmal. Discover the legend of the round—comered Pyramid of the Magician. See Mexico's finest inlaid stonework on the Governor's Palace. Take a break for dinner and swim until dark. Then, you'll return for Uxmal's sound and light show.

DAY 6 Further delve into the Mayans' lifestyle at the Museum of Anthropology. Next, one of your most unforgettable memories may be of the cemetery. You'll take a lunch break to sample some real tacos, then head to the Hermitage of Santa Isabel and hear typical Mayan music. Your last stop will be Centenario Park.

DAY 7 Pack your factor 15 sunblock for today's final destination: the white sand of Cancun. En route you'll spend part of the day at Mexico's most well-known ruins, Chichen Itza. Stretch out your quadricep muscles for some serious climbing.

DAYS 8 & 9 The time is yours to do as you will. IASP administrative staff will set you on your way for options to the island paradise, Isla Mujeres, or to snorkel at Xel-Ha. If you're a real pyramid enthusiast, take a side trip south to Tulum.

DAY 10 Put your diary in your carry-on and catch up with all your adventures on your flight back to the U.S.

INCLUDED IN THE PROGRAM PRICE

- . Round-trip air transportation between the U.S. and Mexico.
- . All departure taxes, both U.S. and Mexican
- . Transfers within Mexico
- . Transportation within Mexico via chartered motorcoach, public transportation or flight as in sample itinerary
- . Hotel accommodations based on 3 to 4 persons per room
- . Gratuities for maids and bellboys
- . Meals: All breakfasts; 4 lunches and 3 dinners

- . On-location services of IASP teaching and administrative staff
- . Educational excursions as listed in itinerary, including entrance fees (Order may vary.)

NOT INCLUDED IN THE PROGRAM PRICE

- . Porterage
- . Beverages (unless offered with meals)
- . Cost of individual recreation
- . Laundry and personal expenses
- . Optional, extra-cost activities

Appendix F-1 Page 2 of 3

Before completing the reservation form, please read carefully all the information contained in this flyer, especially the sections on the payment schedule and the cancellation policy.

Attached is the \$150.00 non-refundable reser Legal Last Name	vation fee for my trip next summer to Mexico City and the Legal First name	e Yucatan (10-day). Middle Name or Initial ————————————————————————————————————
Address		
City	State	Zip
Phone ()	Sex	Age on June 1, 1992 ———
(signature of parent or guardian)	, have read, understand, and agree to all of the te forth in this flyer.	rms and conditions set
Make checks payable to IASP. Your cancelled check is your receipt	Organizing Teacher	

PAYMENT SCHEDULE: Four payments: \$150.00 + \$350.00 + 250.00 + Balance

Checks should be made payable to IASP. All payments should be turned in to the organizing teacher who will then mail them to the IASP office. A \$10.00 service fee will be charged for any returned checks. PLEASE DO NOT SEND CASH. Your cancelled check is your receipt.

The deadlines are important for the following reasons: The reservation fee is the participant's guarantee of space on a preferred date. The final payment must be received before IASP can process final documents, tickets, etc. Late payments could result in participant's cancellation.

- . \$150.00 non-refundable reservation fee. (Only \$75.00 processing fee will be assessed if an increase in program price exceeds 10%.) Students are accepted on a first-come, first-served basis. Reservation fee must be accompanied by a signed reservation form before participant's reservation can be confirmed.
- .\$350.00 post-marked on or before November 15, 1991.
- .\$250.00 post-marked on or before January 17, 1992.
- . Balance Postmarked on or before April 17, 1992. A \$10 late fee will be assessed to any late payment.

.01	*The group will be scheduled to leave from Fargo. EPRICE: \$1195 from Minneapolis. From Fargo add \$150-\$200 per person with the exact price to be determined in
¥	PRICE: \$1195 from Minneapolis. From Fargo add \$150-\$200 per person with the exact price to be determined in
	December 1991. If you choose to fly from Minneapolis, you will
	December 1991. If you choose to fly from Minneapolis, you will be responsible for your own transportation lodging - to and PRICING BASIS
	and inflation rates in Mexico. Any price increase should not exceed 10% of the listed price. If a price increase is greater than
	10% of the listed price, the normal cancellation policy will be suspended for 2 weeks upon notification of price increase, and participants will be allowed to cancel with refund of monies paid less a \$75 processing fee. Payment in full guarantees

CANCELLATIONS

price.

Cancellations must be made in writing by the participant and/or his/her parents and sent directly to the IASP office. The responsibility for meeting cancellation deadlines lies with the student or his/her parents; it is not the responsibility of the organizing teacher. Refund checks will be processed within 30 days of receipt of cancellation notice by IASP.

- . Postmarked on or before September 30, 1991: no penalty
- . Postmarked on October 1, 1991 but before January 15, 1992: \$150.00 penalty
- . Postmarked on January 16, 1992 but before April 16, 1992: \$200.00 penalty.
- . Postmarked after April 17, 1992: \$300 penalty plus any non-refundable costs. If a suitable replacement can be found only the \$75 processing fee will apply. (DFY)



Appendix F-1 TEACHER / CHAPERONE RESPONSIBILITIES age 3 of 3

To ensure an educational, enjoyable and problem-free stay while abroad for all concerned, chaperone responsibilities are described below. Please sign and return one copy; the second copy is for your files.

- 1. Prior to departure, IASP encourages teachers to discuss with their group members the purpose of the program, the itinerary, and the fact that students are participating in an educational excursion with <u>limited</u> amounts of free time. Participants will have lots of fun, but the trip is not strictly a vacation. Students should know about IASP's standards for dress (see suggested packing list) and behavior (see behavior guidelines) before they go abroad. Also, any information concerning culture, history, language, etc. that the students are able to absorb before departure will contribute greatly to the potential benefits of the trip.
- 2. During the times when IASP teaching or administrative staff members are in charge (i.e. tours and other scheduled activities), chaperones are asked to ensure that their group is responsive to and cooperates with the IASP staff.
- 3. All participants should know and understand IASP's standards for dress and behavior guidelines. Of necessity, chaperones are responsible for the enforcement of these rules. In particular:
 - a. <u>Drinking</u> of alcoholic beverages is not allowed anywhere in the hotels nor during any scheduled IASP activities. Drinking during unscheduled activities and outside of the hotel may be done only with chaperone's permission and in the presence of the chaperone. Excessive drinking is not acceptable anywhere.
 - b. Enforcement of silence and the <u>curfew</u> is the chaperone's responsibility. If a chaperone imposes a curfew earlier than IASP's, he/she will be fully supported by IASP staff. If late hours prove to be a burden for the chaperone, he/she may skip a daily activity in order to be rested enough to participate in evening activities with students and enforce the curfew. Students, however, are expected to be on the buses unless they are ill.
 - c. Use of drugs is strictly prohibited.
 - d. Chaperones are asked to support and to help enforce the dress code.
- 4. During the trip, chaperones are encouraged to hold meeting with their groups to answer questions, discuss free time activities, and communicate information.
- 5. Chaperones should discuss and plan free time activities with students. Chaperones are responsible for knowing where their students are and what they are doing during free time. Every effort should be made to facilitate and encourage all participants to benefit as much as possible from their stay.
- 6. If chaperones are leaving the hotel for an extended period of time, they are to leave word with their students and with the program administration so that they can be reached in case of emergency.
- 7. IASP's experience indicates that most participants will stay healthy if they get enough rest, eat well, and drink plenty of liquids. Chaperones should encourage everyone eat properly and get enough sleep. If a student does become ill, the student should notify his/her chaperone. Then the chaperone can judge the seriousness of the illness and contact an IASP staff person if necessary.
- 8. Chaperones are expected to attend all IASP chaperone meetings while abroad.

I will make every effort to do the best job	possible for my group during the	he time we are abroad	I have read my
responsibilities as listed on this sheet. I ut			ALCOHOL:

Signature of	Teacher/Chaperone:	

To : Robert Lacher From : Mary Bonemeyer

Re : Uncollected Debts/Charging Policy

Date : April 8, 1992

A committee met on March 9 and 16, 1992 to discuss issues related to Bon Appetit. The committee members, agenda and motions passed are as follows:

Committee Members :

<u>K-4</u> <u>5-6</u>

Principal Kevin Kopperud Betty Myers

Parent Ann Dolence Ann Aballah Val Schuck

Secretary Denise Johnson Bev Ruud

Computer Kathy Duval Kathy Pederson

7-8 9-12

Principal Dick Jones Mike Siggerud

Parent Roberta Tommerson Carol Ladwig

Denise Jensen David Givers

Secretary Rita Ludemann Lori Ishaug

Computer Ann Toulouse Audrey Marchand

AGENDA:

1) How do we deal with overdue accounts at :

Grades 1-4 7-8

5-6 9-12

2) How do we deal with lost cards and no card at :

Grades 5-6 9-12

HANDLING LOST, STOLEN, AND MISUSED MEAL TICKETS

We have just received an Instruction from the Food and Nutrition Service, Alexandria, Virginia, explaining policy with respect to needy students (students who qualify for free and reduced price meals/milk) who report lost or stolen meal tickets. Please note that item 1 below states that parents/students must be notified in writing of this new policy at the time applications are distributed to households or upon approval to receive free or reduced price benefits. We ask your cooperation in providing this information to households as applications are approved.

This Instruction sets forth policy with respect to needy students who report lost or stolen meal tickets in schools and institutions that participate in the National School Lunch, School Breakfast, Commodity School or Special Milk Programs. In this Instruction the term "ticket" refers to any and all forms of exchange used in the schools' or institutions' food service collection systems, including daily, weekly, or monthly paper tickets, cards, coins, or tokens. It should be noted that, when handling instances of missing tickets, schools need not actually issue a replacement ticket if appropriate meal arrangements, such as accompanying the student through the cafeteria line, are made.

Each school food authority's system for ticket replacements for needy students which <u>limits</u> the number of tickets reissued must conform to the following standards:

- Parents and students must be advised in writing of the school's
 policy regarding missing meal tickets and of the students'
 corresponding responsibility for their tickets. Such notice shall
 be provided at the time applications are distributed to households
 or upon approval for free or reduced price benefits.
- 2. A minimin of three ticket replacements, or special meal arrangements resulting from three lost or stolen tickets, must be allowed each student within each school year.
- 3. The school must maintain a list of students who have reported missing original ticket(s) in the current school year and the number of occurrences for each student. Prior to denying a meal to any student without a ticket, the list should always be reviewed to determine if the student has already had at least three ticket replacements or special meal arrangements for lost or stolen tickets within that school year.
- 4. At least one advance written warning must be given to the student and the parent(s) prior to refusal to allow additional meals or ticket replacements. The written warning must include an explanation that the student has repeatedly requested replacement tickets and that each subsequent time the student fails to have a ticket, he/she will be expected to either bring lunch or pay full price for lunch.

 Meals must always be provided to preschool and K-3 students or for any handicapped students who may be unable to take full responsibility for a meal ticket.

Using the above criteria, school food authorities should develop the most administratively feasible system to handle missing tickets as determined by individual school circumstances and frequency of ticket issuance. In cases of repeated ticket loss or misuse, school administrators may wish to contact an adult household member to arrange a meeting to discuss the problem.

It is recommended that the meal or ticket replacement policy for missing free and reduced price tickets be extended to the loss of full price tickets. If such a uniform policy covering both needy and non-needy students is not implemented, schools must exercise care to preclude the overt identification of needy students when reissuing free or reduced price meal tickets or making arrangements to provide meals to students whose tickets are missing.

Each district's/school's system for ticket replacement will be evaluated for compliance with this Instruction during the administrative review.

MOTIONS PASSED :

1) Overdue account procedures

GRADES 1-8

- A) When an account shows a \$5.00 deficit a letter will be sent via US mail to the parent requesting payment within 5 days.
- B) If payment is not received within 5 days the bill will be turned over to a collection agency.
- C) If the bill continues to increase and is uncollectible by the collection agency, social services will be notified.
- D) A copy of this collection procedure will be included with the bill sent to the parent.

2) LOST CARDS AND NO CARD :

GRADES 5-6

Drop the \$1.00 charge for no cards.
(If the number of students with no card increases, this will be revised.)

Continue with the \$3.00 fee for replacement cards.

GRADES 7-8

Continue with the \$1.00 charge for no card.

Continue with the \$3.00 fee for replacement cards.

GRADES 9-12

Students must have their card and money in their account in order to eat. Three replacement cards and/or meal arrangements will be made for free/reduced students in accordance with Federal law.

3) Outstanding accounts as of June 1, 1992 should be turned over to a collection agency.

To : Bob Lacher
From : Mary Bonemeyer
Re : \$1.00 charge
Date : April 8, 1992

After our recent discussion (April 2) with the state child nutrition office, we can no longer charge the free and reduced students this \$1.00 fee AND collect the reimbursement for free and reduced meals.

In order to collect the fee, we would have to change them to paid status after providing the required three replacement cards and/or meal arrangements. By law, we can do this.

However, if we change them to paid status and continue to let students charge an unlimited number of meals, we will see the outstanding accounts increase drastically as I strongly doubt that we will ever collect for these meals and the \$1.00 fee.

If we don't charge the free and reduced students for not having their cards, we will be penalizing the paying students and expecting them to follow a different set of rules.

Again, I think this reemphasizes the need for a limit on charging meals/milk.

OUTSTANDING BALANCES

	10/16	10/24	10/31	11/8	11/14	1 1	1/21	12/5	
JR	\$455	483	608	720	621		514	634	
ASP	\$352	373	400	421	487		559	650	
EDISON	\$731	746	809	687	634		595	578	
RIVER	\$73	78	78	130	100		80	67	
PROBST	\$7	34	47	40	5		6	8	
WASH	\$163	172	153	159	177		176	206	
VOY	\$219	265	340	385	400		366	409	
TOTALS	2000	2151	2435	2542	2424	2:	396	2552	
	12/12	12/19	1/9	1/16	1/23	1/30	2/6	2/13	
JR	\$678	759	933	1037	1141	1162	1233	1309	
ASP	632	666	716	781	849	863	923	979	
EDISON	591	610	621	634	614	617	602	596	
RIVER	60	84	104	105	112	102	82	99	
PROBST	11	4	9	6	5	.50	3	6	
WASH	180	164	191	198	218	208	219	300	
VOY	469	321	378	348	348	373	387	383	
TOTAL	\$2621	2608	2952	3109	3287	3326	3449	3672	

	2/20	2/27	3/5	3/12	3/19	3/26	4/2
JR	\$1274	1320	1211	1113	1139	1241	1301
ASP	1034	1099	1113	1172	1112	1031	1018
EDISON	578	572	548	548	554	509	430
RIVER	97	106	120	102	113	111	120
PROBST	5	3	1	6	5	6	.45
WASH	285	234	244	176	181	198	188
VOY	379	408	403	396	404	398	454
TOTAL	3652	3742	3640	3513	3508	3494	3511

4/9
JR 1303
ASP 1008
EDISON 390
RIVER 109
PROBST .45
WASH 189
VOY 412

3411

TOTAL

July 19, 1991

Dear Students and Parents,

This letter contains important information regarding the school food service program. Please read it carefully and save it for future reference.

1991-92 PRICES

Elementary Lunch 85¢ Secondary Lunch 90¢ Milk 25¢

Computerized Lunch Program

The Moorhead Schools use a computerized meal accounting program in grades 1-8. The Senior High School uses a paper ticket system.

EVERY student in the elementary and junior high schools will be issued a plastic identification card with a bar code number. Students will need this card EVERY DAY when they wish to eat a meal or purchase milk. The ID card can only be used to purchase one lunch and one breakfast each day. Therefore, students cannot loan their card to a friend.

Students must PREPAY for their meals/milk in the school office. Money received will be recorded in each child's "account". When a student uses the card to purchase a meal or milk, the cashier will use an electronic card scanner to read the account number. The cost of the meal or milk will automatically be deducted from the account.

STUDENTS WILL NOT BE PERMITTED TO CHARGE MEALS OR MILK. The cashier will let students know when their cash account is low by the following procedures:

- A. When a student has less than \$5.00 remaining in the account:
 - In grades 1-4, the cashier will stamp the child's hand (with an apple logo) which indicates the account is low.
 - In grades 5-8, a written reminder notice that the account is low will be offered to the students by the cashier.
- B. When an account shows a zero (0) balance :
 - Students in grades 1-6 will receive a peanut butter sandwich and milk (for 2 days only).
 - 2. Students in grades 7-8 no meal will be served.
- C. Everyday after lunch, the cashier will provide the office with a list of students with accounts that show a zero (0) balance. These students will be given a letter indicating that they will not be able to participate in the meal/milk program until a deposit is made.

It is a parent/student responsibility to make sure that students have money in their account.

In order for this program to operate efficiently and accurately for students, parents and the school, we are asking for your assistance in following these guidelines:

- Students must <u>PREPAY</u> for their meals/milk. This is an identification card not a charge card.
- 2. Decide on a regular pre-payment schedule--weekly, monthly etc. Write on a calendar or your school lunch menu each time that you send money to school. By establishing a regular payment schedule, you will know when it is time to send money and thereby eliminate phone calls to the school. It is time consuming for the school to answer phone calls regarding balances for hundreds of students.
- If possible, please pay by check rather than cash. Your cancelled check will serve as your receipt.
- 4. Pre-payments must be received in the school office by 10:00 A.M. in order to be deposited in the account before lunch.

IDENTIFICATION CARDS

Teachers in grades 1-4 will keep the student ID cards in the classroom to avoid lost cards.

Students in grades 5-8 are responsible for keeping their own cards. If you come to school without your card, you must be at the end of the lunch line to eat in order not to cause a delay, as it takes a few moments to find your ID number.

Students in grades 5-8 will be charged \$1.00 each time they leave their card at home and \$3.00 if they lose or damage their card. This money will be deducted from their account.

PREPAYMENTS FOR LUNCH/MILK

To avoid standing in line the first day of school, all buildings (grades 1-8) will be open August 26-30 so that you can make a prepayment in your child's account.

1990-91 REFUNDS AND OVERDUE ACCOUNTS

If the school owed you a refund for 1990-91, it will be deposited in your child's account for 1991-92.

STUDENTS WHO OWE THE SCHOOL FOR UNPAID MILK AND/OR LUNCHES FROM THE 1990-91 SCHOOL YEAR WILL NOT BE SERVED DURING THE 1991-92 SCHOOL YEAR UNTIL THE BALANCE IS PAID.

* NOTE

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BID #92107 - ROOF REPAIR - PROBSTFIELD ELEMENTARY APRIL 21, 1992

==========	A & R ROOFING Bond = ===========	PIERCE ROOFING Bond = =================================	
AREA A REROOFING	\$ 33,300	\$ 34,890	
AREA B REROOFING	\$ 17,540	\$ 18,858	
AREA C REROOFING	\$ 17,530	\$ 18,875	
AREA D REROOFING	\$ 33,300	\$ 34,890	
AREA E REROOFING	\$ *17,950	NB I	
AREA F REROOFING	\$ 4,000	\$ 3,996	
AREA G REROOFING	\$ 4,000	\$ 3,996	
AREA H REROOFING	\$ 4,190	\$ 3,381	
	\$ 113,860	\$ 120,886	
*Not Included	\$32.00 per man hr	\$30.00 per man hr	

BID #92107 + ROOF REPAIR - WASHINGTON ELEMENTARY APRIL 21, 1992

	A & R ROOFING Bond	PIERCE ROOFING Bond	
AREA J REROOFING	\$ 11,290	\$ 9,835	
	 \$32.00 per man hr		

R E C A P - ROOFING MATERIAL BID 92107

APRIL 21, 1992

MATERIAL	SUPPLIES	AMOUNT AND COST WASHINGTON	AMOUNT AND COST PROBSTFIELD	AMOUNT AND COST TOTAL
Rubberized	Hickman	700 gal	6,110 gal	6,810 gal
Asphalt	\$ 7.75/gal	\$ 5,425.00	\$ 47,352.50	\$ 52,777.50
Polyester	Hickman	15 roll	126 rolls	141 rolls
Felt	\$ 150/roll	\$ 2,250.00	\$ 18,900.00	\$ 21,150.00
Aluminum	Hickman	5 gal	5 gal	10 gal
Paint	\$ 92/5 gal	\$ 92.00	\$ 92.00	\$ 184.00
Type III	Pierce	1 ton	5.5 ton	6.5 ton
Asphalt	\$ 252/ton	\$ 252.00	\$ 1,386.00	\$ 1,638.00
Isocyanurate Insulation	Pierce \$46.80/per 100 sq ft	4,100 sq ft \$ 1,918.80	38,100 sq ft \$ 17,830.80	42,200 sq ft \$ 19,749.60
Tapered Perlite	Pierce \$112.37/per sq ft	4,100 sq ft \$ 4,607.17	38,100 sq ft \$ 42,812.97	42,200 sq ft \$ 47,420.14
Elastomatic	Hickman	5 gal	25 gal	30 gal
Cement	\$125/per gal	\$ 125.00	\$ 625.00	\$ 750.00
1/2" Wood Fibre	Pierce \$15.50/per 100 sq ft	4,100 sq ft \$ 635.50	38,100 sq ft \$ 5,905.50	42,200 sq ft \$ 6,541.00
		\$ 15,305.47	\$ 134,904.77	\$ 150,210.24

RECAP - ROOFING MATERIAL BID 92107 APRIL 21, 1			J J MOORI Cashier'			, INC.	******	SYSTEMS ed Check		ROOFING nd
BASE BID	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
1. 700 gals rubberized asphalt	\$11.35	\$7,945.00	\$8.55	\$5,985.00	\$9.00	\$6,300.00	\$8.25	\$5,775.00		
2. 15 rolls polyester felt (10 sq roll)	\$266.20	\$3,993.00	\$195.00	\$2,925.00	\$160.00	\$2,400.00	\$160.00	\$2,400.00		
3. 5 gals aluminum paint	\$101.75	\$101.75	\$99.50	\$99.50	\$105.00	\$105.00	\$92.00	\$92.00		
4. 2,000 pounds of Type III asphalt			!		\$420.00	\$420.00	\$400.00	\$400.00	\$252.00	\$252.00
5. 4,100 sq ft of isocyanurate insulation		****			\$3,075.00	\$3,075.00	The same		\$49.25	\$2,019.25
6. 4,100 sq ft of tapered perlite					\$1.75	\$7,175.00			\$86.94	\$3,564.94
7. 5 gals of elastomeric cement	\$28.20	\$141.00	\$74.50	\$74.50	\$75.00	\$75.00	\$135.00	\$135.00		
8. 1/2 wood fiber					-		-		\$155.00	\$635.50
ALTERNATE BID										
1. 700-3,780 gals rubberized asphalt 3,781-6,810 gals rubberized asphalt	\$11.35 \$10.85	\$42,903.00 \$73,888.00	\$8.30 \$8.10	\$31,374.00 \$55,161.00	\$8.75	\$33,075.00 \$58,906.00	\$8.00 \$7.75	\$30,240.00 \$52,777.50		
2. 15-85 rolls of polyester felt (10 sq roll) 71-141 rolls of polyester felt (10 sq roll)	\$266.20 \$266.20	\$22,627.00 \$37,534.20	\$180.00 \$170.00	\$15,300.00 \$23,970.00	\$160.00 \$160.00	\$13,600.00 \$22,560.00	\$155.00 \$150.00	\$13,175.00 \$21,150.00		
3. 10 gals of asphalt base aluminum paint	\$101.75	\$203.50	\$99.50	\$199.00	\$105.00	\$210.00	\$92.00	\$184.00		
4. 2,000-8,300 pounds of Type III asphalt 8,300-13,000 pounds of Type II asphalt			_		\$420.00 \$420.00	\$34,860.00 \$54,600.00	\$375.00 \$350.00	\$1,556.25 \$2,275.00	\$252.00 \$252.00	\$1,045.80 \$1,638.00
5. 4,200-25,100 sq ft of isocyanuarte insulation 25,000-42,200 sq ft of isocyanuarte insulation	=				\$0.75	\$18,825.00 \$31,650.00			\$46.80	\$11,746.80 \$19,749.60
6. 4,100-25,100 sq ft of tapered perlite insulation 25,101-42,200 sq ft of tapered perlite insulation					\$1.75 \$1.75	\$43,925.00 \$73,850.00			\$112.37 \$112.37	\$47,420.00
7. 30 gals high quality elastomeric cement (rubberized)	\$28.20	\$846.00	\$125.00	\$750.00	\$75.00	\$450.00	\$125.00	\$750.00	-	
8. 1/2 wood fiber									\$15.50	\$6,541.00

Appendix J-1 Page 2 of 2

Member introduced the following resolutions and moved its adoption:
RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACT OF, A PROBATIONARY TEACHER
WHEREAS,, is a probationary teacher in Independent School District #152.
BE IT RESOLVED by the School Board of Independent School District #152 that pursuant to Minnesota Statutes 125.12, subd. 3, that the teaching contract of , a probationary teacher in Independent School District #152, is hereby terminated at the close of your current 1991-92 school year and is not renewed for the 1992-93 school year.
BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:
NOTICE OF TERMINATION
You are hereby notified that at a <u>regular</u> meeting of the School Board of Independent School District #152 held on <u>April 28, 1992</u> , a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of your current school year and not to renew said contract for the <u>1992-93</u> school year. Said action of the Board is taken pursuant to M.S. 125.12, subd. 3.
You may officially request that the School Board give its reason for the non-renewal of your teaching contract. However, such request must be received within ten days after the receipt of this notice.
Yours very truly,
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT #152
Clerk of the School Board
The motion for the adoption of the foregoing resolution was duly seconded by and upon vote being taken thereon, the following voted in favor there of:
and the following voted against the same:
Whereupon said resolution was declared passed and adopted.

Moorhead Public Schools
Probationary Teachers
April 28, 1992

Secondary Teachers

J. Paul Hudson Timothy Costello Rebecca Langemo Steven Mathiowetz Steve Connelly

I move the foregoing resolution but substitute the name

DISTRICT CODE: AFA
DATE ADOPTED: 06-28-83
REVIEWED:

SCHOOL BOARD SELF-EVALUATION

The Moorhead School Board believes the personal growth of the board members, district goal setting and the efficiency of Board operations directly affects the quality of education. Therefore, the Board will conduct an annual evaluation made up of:

A. A self-evaluation instrument for each board member.

B. A self-evaluation instrument for the Board as a whole.

The following conditions are to be considered:

- A. Board members should know the standards against which they will evaluate themselves. They will be involved in the development of the standards.
- B. The self-evaluation instrument designed for the Board as a whole will be completed by each board member and the results tabulated.
- C. The evaluation should take place a minimum of once a year with all board members present.
- D. The school board should not limit itself to those items which appear in the evaluation. No terms or set guidelines could encompass the totality of a school board's responsibility.

DISTRICT CODE: GAB DATE ADOPTED: 06-23-87 REVIEWED:

MUSIC STAFF

Moorhead Public Schools, upon review of the Minnesota State Board of Education Rules 3500.1400 and 3500.3700 (subparts 2 and 4, respectively) and as stated below, offer the following district staffing procedures.

- A. In order to provide continuity of programming in the elementary schools and to provide daily preparation time for classroom teachers, music specialists shall serve each child for a minimum of 20 minutes daily. The maximum student load for elementary music shall not exceed the average maximum of 380 students per day.
- B. The secondary music staff load shall comply with Minnesota State Board of Education Rule 3500.3700 with the exception that vocal music may exceed the average maximum of 180 students per day if registration and scheduling of choir requires numbers greater that those stated in the State Rule.

STATE RULES

3500.1400 ELEMENTARY SCHOOL STAFF

Subpart 2 - Pupil/Teacher Ratio - The acceptable maximum pupil-teacher ratio is 30 to 1 in any class in grades K to 6 or K to 8. A recommended pupil-teacher ratio for music teachers including music specialists is an average of 240 pupils per day per week in grades K to 6 or K to 8. A school board must adopt a written policy specifying the circumstances when a ratio in this subpart may be exceeded. The policy must be adopted and filed with the State Board of Education by August 1 of each year. An amendment made by the school board must be filed with the State Board of Education Within ten days of its adoption.

3500.3700 SECONDARY SCHOOL STAFF

Subpart 4. - Maximum Number of Pupils - The maximum number of pupils per day for a secondary school teacher is 160 except for teachers of performing music groups and physical education classes. An acceptable class size for instruction in physical education shall not exceed 40 pupils. The recommended average number of pupils per day per week for a secondary teacher of performing music groups is 180. A school board must adopt a written policy specifying the circumstances when a ratio in this subpart may be exceeded. The policy must be adopted and filed with the State Board of Education by August 1 of each year. An amendment made by the school board must be filed with the State Board of Education within ten days of its adoption.

DISTRICT CODE: JECE DATE ADOPTED: 08-26-80 REVIEWED:

DROP-OUT

The Board of Education for Moorhead Public Schools recognizes that the understanding and designing of school curriculum to meet the needs of potential dropouts is part of its mission to provide education for all students.

The Planning, Evaluating and Reporting (PER) Committee shall (a) determine the number of dropouts of school-age students in the district and the reason for the dropout; (b) define existing programs within the district for dropouts and potential dropouts; and, (c) recommend programs or courses of action to meet the needs of dropouts and potential dropouts.

Upon receipt of the information from the committee, the Board shall take appropriate action.

DISTRICT CODE: JFF DATE ADOPTED: 02-11-86

REVIEWED:

MARRIED/PREGNANT STUDENTS

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

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

Moorhead Public Schools Child Care Center

The Moorhead school district has established a child care center for supportive child care enabling teenage parents an opportunity to finish school.

Collaborative Curriculum Approaches for Effective Inclusion in Schools and Communities ABSTRACT

The purpose of this project to develop/adapt, implement and evaluate systematic environmental and curriculum approaches to ensure children with disabilities (birth through first grade) and their families have every opportunity to be successful in intervention/educational and after school and community environments and resources accessed by their peers without identified disabilities. The project will be managed by Moorhead Public Schools, Moorhead, MN. Cooperative parties to this project include the WCECSU, six school districts in Clay County, Clay County Coordinated Preschool Program and its participating interagency members, Clay County Interagency Early Intervention Committee [CCIEIC], and Moorhead State University (MSU). The proposed project addresses the Department of Education, Office of Special Education and Rehabilitative Services, priority 84.024 [Handicapped Children's Early Education Program - Model Demonstration].

This project will develop and employ strategies to adapt curriculum and instructional processes currently used by early childhood, kindergarten, and first grade teachers (e.g., adapting whole language approaches) as well as apply environmental planning strategies (e.g., ecological inventories) that have proven effective in other settings and with other age groups to facilitate success for children with disabilities in age-appropriate community, after-school, and classroom environments. The emphasis of the project will be the demonstration of the effective use of team process in the Individualized Family Service Plans, transition plans, and Individual Educational Plans. The anticipated outcome is a model comprehensive community and school system that successfully integrates all young children with disabilities into generic community programs and age-appropriate, nonsegregated intervention programs using interagency IFSP, Transition, and IEP teams to ensure active parental decision-making.

This project is unique in several ways. It is comprehensive in that it will potentially involve or impact all agencies and professionals who are involved with young children with and without identified disabilities and their families. In rural communities, families do not often have the luxury of options of service providers, community programs, and resources. Therefore, a project that demonstrates a model for rural communities in which parents are the primary decision-makers and planners is important. Moreover, the project will involve general educators and community personnel in the team processes by demonstrating the appropriateness of their curricular approaches to a range of children with special needs.

BUDGET: It is anticipated that Year 1 budget will be approximately \$130,000 [including indirect costs to the District]. The funds will include a project coordinator, support personnel to develop materials, processes, instructional materials for teachers & families, stipends for substitutes for in-service, local travel, etc.

FUNDING PROBABILITY: There will be 8 proposals awarded funding through national competition.

DUE DATE: It must be mailed by May 21, 1992

AUDIT PRO

UTILITY BILL AUDITORS

ELECTRIC GAS WATER SEWER TELEPHONE

(218) 233-1413

3006 16TH AVENUE SOUTH

MOORHEAD, MN 56560

Bob Lacher Moorhead Independent School Dist. #152 Moorhead, MN 56560

Dear Bob,

This letter will confirm our conversation and agreement. I agree to investigate your utility bills and represent you on your behalf in securing either credit or refund.

If I am successful at achieving a credit or refund, my fee will be 50% of credit savings or refund. This fee will be payable within 10 days of the granting of the credit or refund. This agrement will be in effect for a period of three years where the feety,

Rest assured, I will make every effort to ensure that you are paying utility bills that are equitable and no more that your fair share, and that you receive whatever credits or refunds to which you may be entitled.

Sincerely,

Alar Hakk President

Accepted:

(signature)

: 4/20/92

M9-805 4-38-92 REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 28, 1992
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MEMBERS PRESENT: Dr. Wayne Alexander, Curt Borgen, James Cummings, Anton Hastad, Ellen Hunt, and Bob Jernberg.

MEMBERS ABSENT: Bill Cox and Mark Gustafson.

CALL TO ORDER: The meeting was called to order at 6:32 p.m.

<u>PLEDGE OF ALLEGIANCE</u>: Chairperson Cummings led the Board, audience and administration in the Pledge of Allegiance.

PREVIEW OF AGENDA: Jernberg previewed the agenda removing Consider Athletic Training Services until May 12 and adding Consider Acquisition & Relocation of Property.

APPROVAL OF AGENDA: Hastad moved, seconded by Alexander, to approve the agenda as amended. Motion carried 5-0.

CONSENT AGENDA: Alexander moved, seconded by Hunt, to approve the following items on the consent agenda: Donations-MTC; Grant Submission; and Donations - K-12. Motion carried 5-0.

COMMUNICATIONS

The Board acknowledged receiving letters from Jim Thom and Lynn Sipe regarding the Employee Assistance Program; and, Brenda Beyer regarding the physical education makeup policy.

REVIEW MINNESOTA 2000 COMMUNITY MEETING: Committee member, Jan Childs updated the Board considering the community meeting held on April 27th. Four goals were chosen for the committee to focus on. The goals are Readiness, High Thinking Skills, Drug Free Schools and Violence Free Schools. Subcommittees will expand on each goal area. The goals will then be sent to the Governor's office.

COMMITTEE/MEETING REPORTS

<u>PER</u> - Cummings reported the committee discussed the 10/59 Consortium.

Human Rights - No report was given.

<u>Supt. Advisory Council</u> - The Life Management Skills Retreat, Hispanic youth at risk and PAC/building sharing were discussed.

1992-93 FINANCIAL GUIDELINES: Borgen moved, seconded by Hunt, to approve the financial guidelines for 1992-93 as presented. Motion carried 5-0.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
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1991-92 FINAL AND 1992-93 PRELIMINARY BUDGETS: Alexander moved, seconded by Borgen, to approve the 1991-92 revised final budget, in the amount of \$30,441,971 and approved the 1992-93 preliminary budgets, in the amount of \$31,259,716. Motion carried 5-0.

1992-93 MANAGEMENT PLAN: Alexander moved, seconded by Cummings, to approve the employment of the staffing positions as recommended on pages one and two of the 1992-93 Management Plan, in the amount of \$322,000. Motion carried 5-0.

TOBACCO FREE ENVIRONMENT POLICY: Alexander moved, seconded by Hunt, to approve the Tobacco Free Environment policy (JFCGA) as presented. Motion carried 5-0.

<u>SPANISH CLASS FIELD TRIP - MEXICO</u>: Alexander moved, seconded by Borgen, to approve the field trip to Mexico for the high school students enrolled in Spanish. Motion carried 5-0.

ATHLETIC TRAINING SERVICES AGREEMENT: This item was removed and will be presented at the May 12th meeting.

REVIEW FOOD SERVICE UNCOLLECTED DEBT PROCEDURES: The Board discussed the current procedures being used to collect overdue balances. It was the consensus of the Board that this is a managerial function of administration and the Board should not be involved unless necessary.

ROOF REPAIR/RESTORATION BIDS: Borgen moved, seconded by Hunt, to award low bids meeting specifications for labor to Pierce Roofing for Washington School, in the amount of \$9,835; and, A&R Roofing for Probstfield School, in the amount of \$113,860. Motion carried 5-0.

ROOF REPAIR/RESTORATION BIDS: Alexander moved, seconded by Borgen, to award low bids meeting specifications for materials to Pierce Roofing for Washington School, in the amount of \$75,348.74; and, Hickman Systems for Probstfield School, in the amount of \$74,861.50. Motion carried 5-0.

RESOLUTION TERMINATING PROBATIONARY TEACHERS: Hunt moved, seconded by Cummings, to terminate the contract of J. Paul Hudson at the end of the 1991-92 school year. Motion carried 5-0.

Cummings moved, seconded by Borgen, to terminate the contract of Timothy Costello at the end of the 1991-92 school year. Motion carried 5-0.

Borgen moved, seconded by Hastad, to terminate the contract of Rebecca Langemo at the end of the 1991-92 school year. Mction carried 5-0.

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Hastad moved, seconded by Alexander, to terminate the contract of Steven Mathiewetz at the end of the 1991-92 school year. Motion carried 5-0.

Alexander moved, seconded by Hunt, to terminate the contract of Steve Connelly at the end of the 1991-92 school year. Motion carried 5-0.

<u>PERSONNEL</u>: Alexander moved, seconded by Hunt, to approve the following personnel items:

New Employee
Brad Stroup - Social Teacher, Long-term Substitute, Senior High, effective April 7, 1992

Early Retirement
Joan Erickson - Principal's Secretary, Junior High, effective
June 12, 1992
Joyce Strand - Substitute Teacher Coordinator, effective June 30,
1992
Harry Fillafer - Auto Mechanics Instructor, MTC, effective at the
end of the 1991-92 school year

Motion carried 5-0.

REVIEW POLICIES: The Board conducted a first reading on the School Board Self-Evaluation (AFA); Music Staff (GAB); Drop-Out (JECE); and, Married/Pregnant Students (JFF) policies. A recommendation for approval will be presented at the May 12th meeting.

ACQUISITION & RELOCATION OF PROPERTY CONTRACT: Hastad moved, seconded by Borgen, to award the contract for acquiring and relocating property on 9th Avenue North to Wilson Development Services, in the amount of \$25,800. Motion carried 5-0.

CONSENT AGENDA: As part of the consent agenda, the Board:

<u>Grant Submission</u> - Approve the submission of the Collaborative Curriculum Approaches grant.

<u>Donation</u> - Accepted the donation from the Sunrise Lions of Moorhead for the Preschool Screening Program, in the amount of \$50.

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Non-Resident Agreements - Approved the following non-resident agreements, subject to board action of the appropriate districts:

To Attend Halstad-Hendrum Schools
Brittany Aarestad - 912 So 18th #1, Mhd, Grade 10

To Attend Moorhead Public Schools
Jordan D. Olsgaard - Rt. 2 Box 125, Barnesville, Grade K
Tanya M. Mueller - Rt. 1, Sabin, Grade 7

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

Alexander moved, seconded by Borgen, to call a special meeting for Friday, May 1, 5:30 p.m. in the Board Room at Townsite Centre to discuss business of the superintendent selection. Motion carried 5-0.

Adjournment: Alexander moved, seconded by Hastad to adjourn the meeting at 8:10 p.m. Motion carried 7-0.

Mark Gustafson, Clerk