



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

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5-M9-805  
MIN  
2-12-96

REGULAR MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #152  
TOWNSITE CENTRE  
FEBRUARY 12, 1996  
PAGE 1

MEMBERS PRESENT: Jim Cummings, Stacey Foss, Mark Gustafson, Anton "Butch" Hastad, James Hewitt, Carol A. Ladwig, and Bruce R. Anderson.

MEMBERS ABSENT: Bill Cox.

CALL TO ORDER: Chairman Gustafson called the meeting to order at 7:02 p.m. and led everyone in attendance with the Pledge of Allegiance.

PREVIEW OF AGENDA: Superintendent Anderson previewed the agenda noting no changes.

APPROVAL OF AGENDA: Foss moved, seconded by Hewitt, to approve the agenda as presented. Motion carried 6-0.

"WE ARE PROUD"

\*\*\* Congratulations was expressed to Jim Hewitt for his participation in over 100 hours of MSBA-sponsored programs and activities. Mr. Hewitt was elected to the school board in 1993.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS

Ladwig reported being contacted by parent Amy Monson who is interested in pursuing uniforms as school attire. She has been referred to Superintendent Anderson.

CONSENT AGENDA: Ladwig requested the minutes be removed from the Consent Agenda.

Ladwig moved, seconded by Hastad, to approve the following items on the Consent Agenda:

Gift - Accept the gift of \$2,000 from the Moorhead VFW to the High School Athletics department for capital expenditures for boys and girls athletics.

New Employees

Elsie Thomason - Title I Teacher, Robert Asp, BA+45 (6), \$12,511.16, effective February 13, 1996.  
Patti Westerholm - Long-term Substitute, Riverside, BA (6) \$10,815.12, effective January 3, 1996.  
Stacy Stenerson - Hall Monitor, Senior High, A13 (0) \$7.40/hour, Non-aligned, 3 days per week.  
Connie Anderson - POHI Paraprofessional, Senior High, B21 (0), \$8.19/hour, 6.5 hours/day, effective February 13, 1996.  
Maryls Lenzen - Food Server, Robert Asp, \$5.30/hour, 2.25 hours/day, effective January 30, 1996.  
Rosa Valdez - Food Server, Probstfield, \$5.30/hour, 2.25 hours/day, effective January 24, 1996.



REGULAR MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #152  
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Kathryn Duval - MSMI Paraprofessional, Senior High, B21 (0) \$8.19/hour, 6.5 hours/day, effective February 13, 1996.  
Mark Lowry - EBD Paraprofessional, MCAP, B21 (0) \$8.19/hour, 6.5 hours/day, effective February 13, 1996.  
Christine Peloubet - Enrichment Teacher, Thomas Edison, \$18.62/hour for 52 hours.  
Donna LeQuire - EBD Teacher, MCAP, BA+15 (6) \$10,570.56 (24985), effective February 13, 1996.

Change in Contract

Elrene Cossette - Library Secretary A12 (6.5 hours/day) to Principal's Secretary B22 (8 hours/day), Probstfield, effective February 19, 1996.  
Linda Price - MSMI Paraprofessional to WEH Paraprofessional, Senior High.

Family/Medical Leave

Christa Lesmeister - Music Teacher, Riverside, for the remainder of the 1995-96 school year.  
Judy Schaible - Title I Teacher, Riverside, from approximately March 6 for seven (7) weeks.  
Gail Fisk - MMMH Teacher, Robert Asp, from January 8 through March 15, 1996.

Resignations

Sandra Garza - Food Server, Riverside, effective January 25, 1996.  
Donna LeQuire - EBD Paraprofessional, MCAP, effective immediately.

Claims - Approve the February claims, subject to audit, in the amount of \$1,180,677.24.

General Fund:	\$683,280.37
Food Service:	76,295.70
Transportation:	187,385.75
Community Service:	21,751.81
Capital Expenditure:	195,406.36
Debt Redemption:	2,929.89
Townsite Centre:	13,627.36
TOTAL	\$1,180,677.24

Motion carried 6-0.

APPROVAL OF MINUTES: Ladwig questioned why the January 8 & 22 minutes, which are being approved at this meeting, were published in the newspaper prior to Board approval. The Superintendent's Office will respond after researching the question.

Ladwig moved, seconded by Hastad, to approve the minutes of January 8 & 22, 1996 as presented. Motion carried 6-0.

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BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #152  
TOWNSITE CENTRE  
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COMMITTEE REPORTS: Reports were heard regarding the Joint Powers and Policy Review committee meetings.

1995-96 FINAL BUDGET REVISION: Hewitt moved, seconded by Foss, to approve reducing the expenditure budget by \$349,430.00 for ILDA services. Motion carried 6-0.

TAX ANTICIPATION CERTIFICATE: Foss moved, seconded by Cummings, to approve the sale of tax anticipation certificates to A.H. Williams & Company, Inc., in the amount of \$2,800.086.00. Motion carried 6-0.

1996-97 ANNUAL OPERATIONAL PLAN: Superintendent Anderson presented the first draft of the 1996-97 AOP detailing the General and Capital Outlay funds. The remaining funds will be reviewed in subsequent meetings. It was reported that enrollment projections appear to be stable, if not somewhat declining, and accessibility requirements will be the major capital outlay expenditures.

Gustafson thanked administrators for the great information presented.

Gustafson recessed the meeting for 10 minutes at 8:50 p.m.; the meeting reconvened at 9:07 p.m.

FACILITIES/SITES PLANNING: Superintendent Anderson presented the administrative recommendation regarding the facilities/sites planning. The Facilities/Sites Plan would address existing major program, facility and site needs, provide equity for all 5th & 6th grade programs, facilities and sites, provide an efficient and effective means for utilizing resources, and present a plan which would provide for flexibility for future needs. The administrative recommendation reflects a short range (two years), middle range (five + years) and a long range planning process.

The recommendation called for an addition at Robert Asp, which is to be ready by the 1997-98 school year, that would accommodate all Moorhead 5th & 6th graders, the MCAP/PLUS programs would remain at Townsite Centre with future relocation options studied (closer to the High School), the Outreach program would remain at the Sports Center with future relocation options studied, Voyager would remain a 4-section Grade 5 and 6 program for the 1996-97 school year with options studied for reuse of the building beginning in 1997-98, the Convent, St. Francis Church and Rectory would continue their present use for the 1996-97 school year and optional use discussed thereafter.

REGULAR MEETING  
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MCAP/PLUS/Outreach would either remain at present or relocate to a determined site, the 5-6 programs at Voyager would relocate to Robert Asp in 1997-98 and the future use of Voyager would be studied, the Convent would be razed or an alternative use identified, St. Francis Church would be studied for future use or razed, and the Rectory would continue its present use in accordance with the purchase agreement of the property.

The approximate total costs for all items in the recommendation would be \$2.1 to \$2.9 million, all of which would be financed by the District's Capital Outlay fund.

Middle-range recommendations, from 1998-2002, would be to continue at Robert Asp as in 1997-98, and the other areas would be used as determined.

No action was taken at this meeting. Informational meetings for parents and the community will be scheduled before the next Board meeting.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

Ladwig requested the Board to participate in a Healthy Community Initiative Values survey. The survey will be distributed to the Board.

ADJOURNMENT: Ladwig moved, seconded by Cummings, to adjourn the meeting at 10:40 p.m. Motion carried 6-0.

---

James Hewitt, Clerk

INDEPENDENT SCHOOL DISTRICT #152  
School Board Meeting  
Board Room - Townsite Centre  
810 Fourth Avenue South

FEBRUARY 12, 1996  
7:00 p.m.

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

ATTENDANCE:

Bill Cox _____	Anton "Butch" Hastad _____
Jim Cummings _____	James Hewitt _____
Stacey Foss _____	Carol A. Ladwig _____
Mark Gustafson _____	Bruce R. Anderson _____

A G E N D A

1. CALL TO ORDER

A. Pledge of Allegiance

B. Preview of Agenda - Dr. Bruce R. Anderson, Superintendent

C. Approval of Meeting Agenda

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Comments \_\_\_\_\_

D. "We Are Proud"

\*\*\*Congratulations to Jim Hewitt for his participation in over 100 hours of MSBA-sponsored programs and activities. Mr. Hewitt was elected to the school board in 1993.

E. Matters Presented by Citizens/Other Communications  
(Non-Agenda Items)

2. \*CONSENT AGENDA

All items on the Consent Agenda are considered to be routine, and have been made available to the Board at least two (2) days prior to the meeting; the items will be enacted by one resolution. There will be no separate discussion of these items unless a board member or citizen so requests, in which event that item will be removed from this agenda and considered under separate resolution. To the extent possible, board member inquiries on consent agenda items are to be made directly to the district administration prior to the time of the meeting.

SCHOOL BOARD AGENDA - February 12, 1996  
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- A. INSTRUCTIONAL MATTERS - Jernberg
  - (1) Acceptance of Gift - Page 5
- B. BUSINESS AFFAIRS - Lacher
- C. PERSONNEL MATTERS - Skinkle
  - (1) Approval of New Employees - Page 6
  - (2) Approval of Change in Contract - Page 7
  - (3) Approval of Family/Medical Leave - Page 8
  - (4) Acceptance of Resignations - Page 9
- D. ADMINISTRATIVE MATTERS - Anderson
  - (1) Approval of January 8 & 22, 1996 Minutes  
- Pages 10-17
  - (2) Approval of February Claims

Suggested Resolution: Move to approve the Consent Agenda as presented.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Comments \_\_\_\_\_

3. COMMITTEE REPORTS

4. 1995.96 FINAL BUDGET REVISION - Lacher  
Page 18

Suggested Resolution: Move to revise the 1995-96  
Expenditure budget by reducing \$349,430 for ILDA services.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Comments \_\_\_\_\_

5. TAX ANTICIPATION CERTIFICATE - Lacher  
Page 19

Suggested Resolution: Move to approve the Tax Anticipation  
Certificate.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Comments \_\_\_\_\_

6. 1996.97 ANNUAL OPERATIONAL PLAN - Anderson  
Pages 20-119

Initial presentation of the 1996.97 General and Capital  
Outlay Funds. The remaining funds will be reviewed in  
subsequent meetings.

7. FACILITIES/SITES PLANNING - Anderson  
Pages 120-125

Suggested Resolution: A presentation will be given which reflects the administration's recommended Facilities/Site Plan. No action is anticipated.

8. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD
9. ADJOURNMENT

SCHOOL BOARD AGENDA - February 12, 1996  
PAGE 4

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
School Board	Mon., Feb. 12	7 p.m.	Townsite
PER Committee	Thurs., Feb. 15	7 a.m.	Townsite
Storm Make-Up Day	Mon., Feb. 19	K-12 classes held	
School Board	Mon., Feb. 26	7 p.m.	Townsite
K - P/T Conferences	Mon., Mar. 4	day	
Precinct Caucus Day (no school-sponsored activities after 6 pm)	Tues., Mar. 5		District- wide
K-12 P/T Conferences	Wed., Mar. 6	3-6 p.m.	
K-12 P/T Conferences	Thurs., Mar. 7	day & evening	
Joint Powers	Thurs., Mar. 7	7 a.m.	Courthouse
K-12 No School	Fri., Mar. 8		
School Board	Mon., Mar. 11	7 p.m.	Townsite
GXC Committee	Tues., Mar. 12	3:45 p.m.	Townsite
LRP Committee	Thurs., Mar. 14	3:45 p.m.	Townsite
Policy Review	Mon., Mar. 18	7 p.m.	Townsite
PER Committee	Thurs., Mar. 21	7 a.m.	Townsite
School Board	Mon., Mar. 25	7 p.m.	Townsite





## MINNESOTA SCHOOL BOARDS ASSOCIATION

1996 LEADERSHIP CONFERENCE JANUARY 18, 19, 1996

1900 West Jefferson Avenue  
St. Peter, Minnesota 56082-3015

Tel. 507/931-2450 Metro 612/333-8577  
Minnesota Only 800/324-4459  
FAX 507/931-1515

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Bloomington

#### VICE PRESIDENT

Jon Hovde  
Fertile-Beltrami

#### PAST PRESIDENT

Marge Kinney  
Prior Lake

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Goodhue

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St. Peter

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#### DIRECTOR DISTRICT 11

Paul Brinkman  
Virginia

#### DIRECTOR DISTRICT 12

Debra Blackburn  
Crookston

#### EXECUTIVE DIRECTOR

Richard J. Anderson  
St. Peter

January 26, 1996

Bruce Anderson, Supt  
ISD #152  
810 4th Ave S  
Moorhead, MN 56560-2800

Dear Superintendent Anderson:

Enclosed you will find a Certificate of Recognition and pin honoring James Hewitt for his participation in over 100 hours of MSBA-sponsored programs and activities.

This certificate and pin have been mailed directly to you with the hope that you will present them to James with our congratulations, perhaps at your next board meeting.

We at MSBA appreciate the efforts made by Minnesota school board members, and we encourage you to urge their continued participation. Thank you.

Sincerely,

Kelly A. Martell  
MSBA Awards Program

enc.

# Certificate of Achievement

Presented To

James Hewitt

For completing 100 hours of  
MSBA sponsored training programs  
designed to improve individual  
school board member performance

Minnesota School Boards Association

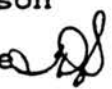
*Richard J. Anderson*  
Executive Director

MEMO #: I-96-221  
TO: Dr. Bruce Anderson  
FROM: Bob Jernberg *BJ*  
SUBJECT: Acceptance of Gift  
DATE: February 6, 1996

The district has received \$2,000 from the Moorhead VFW. The Senior High School Athletics Department will utilize this gift for capital expenditures for boys and girls athletics.

Suggested Resolution: Move to accept the gift as presented.

RMJ/mdm

TO: Dr. Bruce Anderson  
FROM: Dr. John Skinkle   
DATE: February 7, 1996  
SUBJECT: New Employees

The administration requests approval of the employment of the following persons (some salaries based on 1994-1995 salary schedule), subject to satisfactory completion of federal, state and school district statutes and requirements:

- Elsie Thomason - Title I Teacher, Robert Asp Elementary, BA+45 (6) \$12,511.16 effective February 13, 1996.  
(Replace Jennifer Borgen)
- Patti Westerholm - Long Term Substitute, Riverside Elementary, BA (6) \$10,815.12 effective January 3, 1996.  
(Replace Crista Lesmeister)
- Stacy Stenerson - Hall Monitor, Senior High, A13 (0) \$7.40 per hour, Non-Aligned, 3 days per week.  
(Replace Deann Fealy)
- Connie Anderson - POHI Paraprofessional, Senior High, B21 (0) \$8.19 per hour, 6.5 hours daily effective February 13, 1996.  
(Replace Jody Borgen)
- Maryls Lenzen - Food Server, Robert Asp, \$5.30 per hour, 2.25 hours daily, effective January 30, 1996.  
(Replace Jean Wichman)
- Rosa Valdez - Food Server, Probstfield, \$5.30 per hour, 2.5 hours daily, effective January 24, 1996.  
(Replace Jean Blanchard)
- Kathryn Duval - MSMI Paraprofessional, Senior High, B21 (0) \$8.19 per hour, 6.5 hours daily, effective February 13, 1996.  
(Replace Linda Price)
- Mark Lowry - EBD Paraprofessional, MCAP, B21 (0) \$8.19 per hour, 6.5 hours daily, effective February 13, 1996.  
(New position from January 8, 1996 Board meeting)
- Christine Peloubet - Enrichment Teacher, Edison Elementary, \$18.62 per hour for 52 hours.  
(ILDA funding)
- Donna LeQuire - EBD Teacher MCAP, BA+15 (6) \$10,570.56 (24985) effective February 13, 1996.  
(New position from January 8, 1996 board meeting)

Suggested Resolution: Move to approve the employment as presented.

JDS:sdh

MEMORANDUM P 96.010

TO: Dr. Bruce Anderson

FROM: Dr. John Skinkle *JSS*

DATE: February 5, 1996

SUBJECT: Change in Contract

The administration requests approval of the change in contract for the following persons:

Elrene Cossette - Library Secretary A12 (6.5 hours daily),  
Probstfield to Principal's Secretary B22  
(8 hours daily), effective February 19, 1996.  
(Replace Shirley Grindberg)

Linda Price - MSMI Paraprofessional, Senior High to WEH  
Paraprofessional, Senior High.  
(Replace Kay Batterman)

Suggested Resolution: Move to approve the change in contract as presented.

sdh

MEMORANDUM

P 96.011

TO: Dr. Bruce Anderson  
FROM: Dr. John Skinkle *JDS*  
DATE: February 5, 1996  
SUBJECT: Family/Medical Leave

The administration requests a family/medical leave for the following persons:

Christa Lesmeister - Music Teacher, Riverside Elementary, for the remainder of the 1995-96 school year.

Judy Schaible - Title I Teacher, Riverside Elementary, from approximately March 6 for seven (7) weeks.

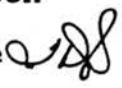
Gail Fisk - MMMH Teacher, Robert Asp, from January 8, 1996 through March 15, 1996.

Suggested Resolution: Move to approve the family/medical leave as presented.

JDS:sdh

MEMORANDUM

P 96.012

TO: Dr. Bruce Anderson  
FROM: Dr. John Skinkle   
DATE: February 5, 1996  
SUBJECT: Resignation of District Employees

The administration requests approval of the resignation of the following person:

Sandra Garza - Food Server, Riverside Elementary, effective  
January 25, 1996.

Donna LeQuire - EBD Paraprofessional, MCAP, effective  
immediately.

Suggested Resolution: Move to accept the resignations as  
presented.

JDS:sdh



MEMO # B96.239

TO: Dr. Anderson

FROM: Bob Lacher *R. Lacher*

DATE: February 5, 1996

SUBJECT: 1995.96 Final Budget Revision

The 1995-96 final budget which was approved on January 22, 1996, included an expenditure line item of \$349,430 for ILDA salaries. The intent of this line item was to show the accumulated reserve fund balance dedicated to ILDA. My understanding is that we will continue to carry this reserve to cover the costs of retaining the additional teachers when the state no longer requires 6% of K-6 general ed aid be expended for ILDA.

In order to more accurately state our operational plan, I think the \$349,430 line item should be removed from the 1995-96 budget. This would increase the budgeted ending fund balance to \$3,655,946. The ILDA reserve will be used up if and when the state drops the requirement to spend 6% of K-6 general ed aid for ILDA.

Recommended Resolution: Revise the 1995-96 Expenditure budget by reducing \$349,430 for ILDA services.

Revised Expenditure  
\$31,427,007

Fund Balance  
\$3,655,946

Memo #: B96.242

Memo To: DR. ANDERSON

From: ROBERT LACHER *R. Lacher*

DATE: FEBRUARY 7, 1996

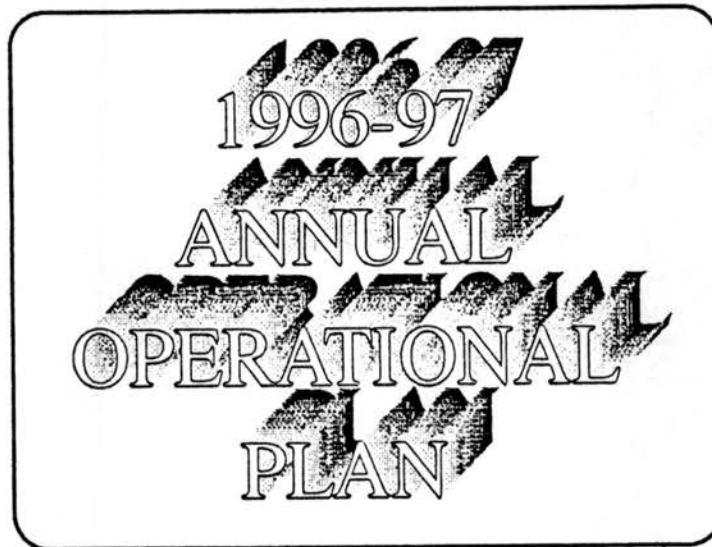
SUBJECT: TAX ANTICIPATION CERTIFICATE

Mr. Myron Knutson, of Evensen Dodge, will present the board of education with the bid results for our Tax Anticipation Certificates. The estimated amount is \$2,800,000. This is \$695,000 less than what was borrowed last year. Closing will be on February 27, 1996.

Suggested Resolution: Move to approve at the board meeting on February 12, 1996.

# INDEPENDENT SCHOOL DISTRICT #152

## MOORHEAD, MINNESOTA



FEBRUARY 1996

DR. BRUCE R. ANDERSON

Superintendent of Schools

Robert Jernberg	Dr. John Skinkle	Robert Lacher
Asst. Superintendent - Instruction	Asst. Superintendent-Human Resources	Asst. Superintendent - Business

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FUND I

GENERAL FUND

## 1996.97 ANNUAL OPERATIONAL PLAN

### I GENERAL FUND TABLE OF CONTENTS

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MOORHEAD AREA PUBLIC SCHOOLS  
GENERAL FUND BUDGET  
HISTORY AND PROJECTIONS

OBJECTIVES

- I. To Approve the 1996-97 Annual Operational Plan Assumptions and Recommendations in the Areas of Basic Programs, Staffing, and Program Needs for the Timely Development of the 1996-97 Budget.
- II. To Approve the 1996.97 Preliminary Budget.
- III. To Project District 152 Revenues and Expenditures for a four year period.
- IV. To Present Historical and Projected Revenues and Expenditures.
- V. To Provide Support Data for Revenue and Expenditure Projections.



GENERAL FUNDExhibit A

## Revenue Assumptions: Lines 1 thru 14

1. Pupil population estimates will be based on current enrollment and projections from October, 1995.

Year	Line 71.3 Enrollment	% Inc.	Line 72.4 Pupil Units	Unit Change	7-12 Sec. Weight	1-6 Elem. Weight	K
1991-92 Actual	5694		*6137		1.30	1.00	.50
1992-93 Actual	5865	3.00	6335	198	1.30	1.00	.53
1993-94 Actual	6054	3.22	**6678	343	1.30	1.03	.53
1994-95 Actual	6086	.53	6826	148	1.30	1.06	.53
1995-96 Budget	6151	1.07	6912	86	1.30	1.06	.53
1996-97 Prel. Budget	6237	1.40	7043	131	1.30	1.06	.53
*1997-98 Projected	6313	1.22	*6996	( 47)	1.25	1.06	.53
1998-99 Projected	6325	.19	*6872	(124)	1.20	1.06	.53
1999-2000 Projected	6279	(.73)	6820	( 52)	1.20	1.06	.53
2000-2001 Projected	6275	(.06)	6816	( 4)	1.20	1.06	.53

2. The General Education allowance will increase at the annual rates listed below.

Year	Allow. Per Pupil	% Inc.	\$ Inc.
*1991-92 Actual	3050		
1992-93 Actual	3050	0.00%	\$0
1993-94 Actual	3050	0.00%	\$0
**1994-95 Actual	**3167	3.84%	\$117
1995-96 Budget	3205	1.20%	\$38
1996-97 Prel. Budget	3205	0 %	\$0
1997-98 Projected	3135	(2.18%)	(\$70)
1998-99 Projected	3198	2.00%	\$63
1999-2000 Projected	3262	2.00%	\$64
2000-2001 Projected	3327	2.00%	\$65

\* Secondary pupil units were reduced by .05.

\*\* Referendum reduced by 100

3. Compensatory Revenue (AFDC Units)

YEAR	Pupil Units	Revenue	Inc.	Inc.
1991-92 Actual	440.00	1,342,000		
1992-93 Actual	440.00	1,342,000	0 %	
1993-94 Actual	547.95	1,608,875	19.89%	\$266,875
1994-95 Actual	590.20	1,823,378	13.33%	\$214,503
1995-96 Budget	655.26	2,048,850	12.37%	\$225,472
1996-97 Prel. Budget	655.26	2,048,850	0 %	\$ 0
1997.98 Projected	655.26	2,002,981	( 2.24%)	(\$ 45,868)
1998.99 Projected	655.26	2,043,041	2.00%	\$ 40,060
1999.2000 Projected	655.26	2,083,901	2.00%	\$ 40,860
2000.2001 Projected	655.26	2,125,580	2.00%	\$ 41,679

4. a. General Fund Revenue from Tax Levies will increase at the rate indicated by the changes in taxable valuations.

Year	Levy	Payable	Amount	% Inc.	\$ Inc.
1991-92 Actual	90	91	4,594,825		
1992-93 Actual	91	92	5,035,515	9.60%	440,690
1993-94 Actual	92	93	5,931,686	17.80%	896,172
1994-95 Actual	93	94	6,393,594	7.79%	461,908
1995-96 Budget	94	95	7,166,527	12.09%	772,933
1996-97 Prel. Budget	95	96	7,968,917	11.20%	802,390
1997-98 Projected	96	97	8,207,984	3.00%	239,067
1998-99 Projected	97	98	8,454,224	3.00%	246,240
1999-2000 Projected	98	99	8,707,850	3.00%	253,626
2000-2001 Projected	99	2000	8,969,085	3.00%	261,235

- b. Market value 1992 - \$761,155,200  
 1993 - \$797,598,500  
 1994 - \$785,660,928  
 1995 - \$831,854,485

## Revenue Rationale

## Exhibit A

1. Enrollment: The October enrollment projections have been used to project pupil population as in past years. October enrollments for 1995-96 and beyond were reduced due to a 95 student reduction in October 1995. See Sec. 1, Page I-1. Reduction for 1996-97 is based on Governor Carlson's budget recommendations.
2. General Education Allowance: These estimates are based on data provided by the State Department of Children, Families, & Learning, modified by our board. The \$100 increase for 1994.95 was off set by a \$100 reduction in Referendum income. Assuming no increase in 96.97.
3. Compensatory Revenue: These estimates are based on data provided by the State Department of Children, Families, & Learning with the assumptions that AFDC Units will remain constant for the future.
- 4.a. Tax Levies: These amounts are actual dollars levied for 1991-92 through 1996-97 and estimated levies through 2000-2001 based on estimated changes in net tax capacity of the District of 3% per year increase.  
  
Beginning with the '95 Payable '96 Levy, transportation and operating capital are part of the General Fund Levy. The district has chosen to maintain separate funds to account for transportation and capital outlay.
- b. Market Value: Based on Minnesota Department of Revenue actuals.

## REVENUE ASSUMPTIONS

### 4.c. Adjusted net tax capacity.

<u>Year</u>	<u>Amount</u>	<u>% Increase</u>
1991-92 Actual	13,880,721	
1992-93 Actual	14,060,067	1.29%
1993-94 Actual	15,247,914	8.45%
1994-95 Actual	16,857,783	10.56%
1995-96 Budget	17,363,516	3.00%
1996-97 Prel. Budget	17,884,422	3.00%
1997-98 Projected	18,420,955	3.00%
1998-99 Projected	18,973,583	3.00%
1999-2000 Projected	19,542,791	3.00%
2000-2001 Projected	20,129,075	3.00%

### 5. Other State Aids will increase at the annual rates listed and or as noted.

<u>Year</u>	<u>Rate</u>
1991-92 Actual	
1992-93 Actual	28.71%
1993-94 Actual	7.76%
1994-95 Actual	59.38%
1995-96 Budget	(20.67%)
1996-97 Prel. Budget	2.00%
1997-98 Projected	2.00%
1998-99 Projected	2.00%
1999-2000 Projected	2.00%
2000-2001 Projected	2.00%

REVENUE RATIONALE

5. Other State Aids: These estimates are based on data provided by the State Revenue Department, modified by recommendation of the School Board.

Revenue AssumptionsExhibit A

6. Income from interest on investment will be as follows.

<u>School Year</u>	<u>Anticipated Rate of Return</u>	<u>Income</u>
1991-92 Actual	5-6%	\$ 50,957
1992-93 Actual	5-4%	\$ 19,897
1993-94 Actual	4-3%	\$178,796
1994-95 Actual	5-7%	\$277,683
1995-96 Budget	3-5%	\$170,000
1996-97 Prel. Budget	4-5%	\$173,400
1997-98 Projected	4-5%	\$176,868
1998-99 Projected	4-5%	\$180,405
1999-2000 Projected	4-5%	\$184,013
2000-2001 Projected	4-5%	\$187,694

7. The revenue from Federal sources will increase at the annual rates listed below.

<u>Year</u>	<u>Rate</u>	<u>Amount</u>
1991-92 Actual		
1992-93 Actual	-3.03%	918,006
1993-94 Actual	35.98%	1,248,271
1994-95 Actual	18.76%	1,482,486
1995-96 Budget	7.71%	1,596,782
1996-97 Prel. Budget	2.00%	1,628,718
1997-98 Projected	2.00%	1,661,292
1998-99 Projected	2.00%	1,694,518
1999-2000 Projected	2.00%	1,728,408
2000-2001 Projected	2.00%	1,762,976

8. Student fees and ticket sales will generate revenue indicated per year each of the five years of the projection.

<u>Year</u>	<u>Activity Fees</u>	<u>Athletic Ticket Sales</u>	<u>Drivers Ed Fees</u>	<u>Resale Supplies</u>	<u>Total Revenue</u>
1991-92 Act.	19,765	47,346	29,877	7,190	104,178
1992-93 Act.	21,666	62,805	32,290	5,179	121,938
1993-94 Act.	24,548	57,036	38,525	6,244	126,353
1994-95 Act.	24,185	70,197	33,957	5,841	134,180
1995-96 Bud.	24,500	58,650	34,300	10,700	128,150
1996-97 Pre.	25,594	59,823	42,201	7,060	134,678
1997-98 Pro.	26,106	61,019	43,045	7,201	137,371
1998-99 Pro.	26,628	62,240	43,906	7,345	140,118
1999-2000 Pro.	27,160	63,485	44,784	7,492	142,921
2000-2001 Pro.	27,703	64,755	45,680	7,642	145,780

9. The District will not lose any revenue due to excess operating fund balances. (\$787.50 x 6,912 per WPU = \$5,443,200 allowable operating fund balances for 95-96).

10. Rental Revenue - Facilities excluding Townsite

<u>Year</u>	<u>Amount</u>
1991-92 Actual	2,299
1992-93 Actual	5,551
1993-94 Actual	3,766
1994-95 Actual	8,975
1995-96 Budget	8,000
1996-97 Prel. Budget	8,000
1997-98 Projected	8,000
1998-99 Projected	8,000
1999-2000 Projected	8,000
2000-2001 Projected	8,000

## Revenue Rationale

## Exhibit A

6. Projections indicate that interest rates will continue to fall this year then stabilize. The average invested balance will decrease over the next three years as fund balances fall, investments will consist of tax anticipation warrant proceeds and cash balances. Tax shifts have taken away much of our investable cash. The increase in the property tax shift from 37% to 50% decreased our investable cash for the current year. If the state fund balance is not adequate the tax shift will remain at 48% or go higher.

7. Federal programs are reimbursed at 100% of expenses. The large increase in 93.94 revenue was due to an increase in low income students based on 1990 census.

The future of federally funded programs is hard to predict at this time.

8. Student Fees will be charged where appropriate to help defray the cost of certain programs.

9. The total of the operating fund balances will remain substantially below the allowable \$787.50 per pupil unit through the foreseeable future.

10. Space will continue to be leased on a permit basis when not in use for school purposes.

Rentals are initiated by outside groups and organizations and needs vary from year to year.

\*As a funding source, rentals are not considered reliable and are not expected to exceed the 1995-1996 estimates.

\*Rental rates will remain constant during this period unless the policy is changed.



Expenditure Assumptions: Lines 14 thru 47

Exhibit B

Basic Assumptions

1. Salary Expenditures

- a. Projected staff positions/costs are based on the staff planning ratios/budgets, as detailed below.

		FTE &/or Budget				
Classification		1995-96	1996-97	1997-98	1998-99	1999-00
Instructional Staff						
Elem. K-4		89.50				
(includes 5.43 ILDA)						
Spec. Elem. Leg.		\$486,460	501,054			
Elem. 5-6		37.24				
Jr High 7-8 *		45.44	-1.71			
Sr High 9-12 **		75.55	+1.89			
Support ***	K-4	28.27	+1.00			
	5-6	15.05				
	7-8	4.77				
	9-12	9.06				
Special Assignments****		3.14	- .50			
Extended Year		\$ 30,809				
Ex. Curricular #		\$358,546	+\$600			
Teacher Leadership		\$ 14,750				
Custodial		30.00				
Cler./Sec.		54.39				
Building Adm.		11.00				
District Adm.		4.00				
Supervisors		7.90				
Special Ed. ##						
Alt. Ed. Teachers		111.80				
	K-4	33.29				
	5-6	17.40				
	7-8	14.25				
	9-12	27.83				
	KD-12	19.60				
Additional Staff Out-of-Dist						
Special Education Needs ###			+5.5			
Paraprofessionals		118.36				
Contingency (Net)		\$ 10,000				
Sup. Staff/Other ####		4.00				
Summer Music		\$ 6,000				
Substitutes		\$290,724				
Early Retirement		\$362,320				
Homebound/		\$ 19,220				
ChI/AOM Budget @		\$850,201				
Grant-Grad Rule @@		\$ 50,000				
Reg Ed. Summer School		\$ 58,230				
Long Range Plan @@@		\$ 20,000				

All other staffing is expected to remain unchanged over the five year period of the Financial Plan. This staffing assumes no increase in revenue and elimination of ILDA funding.

- b. Wages and fringe benefits, after adjusting for all personnel changes, may be expected to increase as listed below. Wherever salary settlements have occurred, the actual settlement will be used.



	Line #56	#60		
<u>Year</u>	<u>Actual/Est</u> <u>Salaries Paid</u>	<u>Actual/Est</u> <u>Benefit Costs</u>	<u>Benefits as</u> <u>% of Salary</u>	<u>Sal &amp; Ben</u> <u>Percentage</u> <u>Increase</u>
1991-92 Actual	18,255,832	4,244,342	23.25	7.65%
1992-93 Actual	19,387,447	4,496,347	23.19	6.15%
1993-94 Actual	19,780,154	4,590,310	23.21	2.04%
1994-95 Actual	21,057,614	4,908,706	23.31	6.55%
1995-96 Budget	21,384,464	5,011,239	23.43	1.65%
1996-97 Prelim	22,357,004	5,215,635	23.33	4.46%
1997-98 Project	23,170,245	5,372,104	23.19	3.52%
1998-99 Project	23,888,841	5,533,267	23.16	3.08%
1999-00 Project	24,512,764	5,699,265	23.25	2.68%
2000.01 Project	25,241,917	5,870,243	23.26	2.98%

GENERAL FUND  
FULL TIME EQUIVALENCE FOR OPERATIONAL PLAN

- \* Junior High reduction of 1.33 due to 30 students attending MCAP and Outreach.  
Reduction of .38 for excess staff employed.
- \*\* Senior High increase of 3.49 for new students.  
Decrease of 1.55 due to 36 students attending MCAP and Outreach.  
Decrease .05 for excess staff employed.  
Senior High FTE includes .67 for Plus Center.
- \*\*\* Increase 1 ESL staff to be employed if necessary based on enrollment after start of school.
- \*\*\*\* Decrease of .5 TOSA for Riverside/Voyager
- # Increase to fund staffing of Young Astronauts Program and Knowledge Bow Junior High.
- ## Reduction may be necessary in Special Education areas to cover revenue loss dependent on Federal Funding legislation which could be up to 17%.
- ### Nurse for students with special breathing problems will be billed to home district.  
Two teacher, two paraprofessionals, and .5 secretary for West Central Juvenile Detention Center to be billed to District who receive service. This staff will not be hired until necessary based on added county construction.
- #### Home School Liaisons, Indian Education and Student Resource Assistant.
- @ Reduction maybe necessary to cover revenue loss dependent of Federal Funding legislatin.
- @@ Budget and expenditure will be based on State funding for pilot.
- @@@ Planning for 1998-2003 - FIVE YEAR PLAN.

## Expenditure Rationale

Exhibit B

Expenditures will increase as noted. This increase will be adjusted based on the inflation rates assumed in this document, legislative actions and changes in staff that will be necessary due to the revenues available. Mandates in the areas of comparable worth and special education are also impacting the levels of increase in district services.

We will be hard pressed to maintain the programs we presently have.

## Basic Assumptions

### 1. Salary Expenditures

- a. This assumption establishes student to teacher ratios as follows:

<u>Building Ratios</u> <u>Grade Levels</u>	<u>1993.94</u> <u>Class Size</u> <u>Ratio</u>	<u>1994.95</u> <u>Class Size</u> <u>Ratio</u>	<u>1995.96</u> <u>Class Size</u> <u>Ratio</u>
Elementary K-4	25:1	25:1	25.1
Elementary 5-6	28:1	28:1	28:1
Junior High	28:1	28:1	28:1
Senior High	28:1	28:1	28:1

Support staff guidelines will be established by the administration.

Any changes will be reflected in the Annual Operational Plan. K-4 class size ratio will be less than listed above due to special legislation (ILDA).

- b. These projections are based on the recommendation of the administration and maintenance of the staffing ratios.

Includes staff additions, salaries and fringe benefit increases as noted.

Expenditure Rationale

Exhibit B

Basic Assumptions

2. a. The District is bound by statutory requirement and negotiated contracts for the payment of all benefits. Significant increase in costs due to legislative, early retirement incentive.
  
- b. Federal program costs will increase in relation to the revenue received to provide the programs for students. Title 1 may be reduced by 17%. We will plan to reduce the final budget by this amount unless the final congressional action is different.

Expenditure AssumptionsExhibit BBasic Assumptions

3. The non-salary costs are expected to increase as follows.

- a. Instructional Budgets by building - Includes supplies, building staff development, MEEP, etc. Costs will increase at an annual rate per pupil as follows.

Year	Riverside/Lincoln, Edison, Probstfield Washington Schools	% Inc	Robert Asp and Voyager Schools	% Inc	Jr and Sr. High Schools	% Inc
1990-91	64.42 per student		69.07 per stud		86.67 per stud	
1991-92	67.65 per student	-5.01	2.52 per stud	5.00	91.00 per stud	5.00
1992-93	67.65 per student	0	72.52 per stud	0	91.00 per stud	0
1993-94	62.42 per student	-7.73	70.08 per stud	-3.36	86.53 per stud	-4.91
1994-95	80.40 per student	28.80	90.27 per stud	28.81	113.64 per stud	31.33
1995-96	82.64 per student	2.79	92.78 per stud	2.79	116.81 per stud	2.79
1996-97	85.12 per student	3.00	95.56 per stud	3.00	120.31 per stud	3.00
1997-98	87.67 per student	3.00	98.43 per stud	3.00	123.92 per stud	3.00
1998-99	90.30 per student	3.00	101.38 per stud	3.00	127.64 per stud	3.00
1999-00	93.01 per student	3.00	104.42 per stud	3.00	131.47 per stud	3.00
2000-01	95.80 per student	3.00	107.56 per stud	3.00	135.41 per stud	3.00

- b. Library and audio visual material costs including contracted services, will increase at the annual rates listed below.

Year	Amount	% Increase
1990-91 Actual	85,991	
1991-92 Actual	81,931	(4.72)
1992-93 Actual	86,000	4.97
1993-94 Actual	87,607	1.90
1994-95 Actual	94,615	8.00
1995-96 Budget	97,254	2.79
1996-97 Prel.	100,172	3.00
1997-98 Pro.	103,177	3.00
1998-99 Pro.	106,272	3.00
1999-00 Pro.	109,460	3.00
2000-01 Pro.	112,744	3.00

- c. Athletic supplies will increase at the annual rates listed below:

Year	Amount	% Increase
1990-91 Actual	32,467	
1991-92 Actual	33,441	3.00
1992-93 Actual	33,441	0
1993-94 Actual	31,756	-5.00
1994-95 Actual	33,344	5.00
1995-96 Budget	34,274	2.79
1996-97 Prel.	35,302	3.00
1997-98 Pro.	36,361	3.00
1998-99 Pro.	37,452	3.00
1999-00 Pro.	38,576	3.00
2000-01 Pro.	39,733	3.00

Expenditure Rationale

Exhibit B

Basic Assumptions

3. These inflation factors represent data provided by the State Department of Education and modified by recommendation of staff.

- a. Supply and material allocations will be applied on a per student basis for an equitable distribution of supplies among schools. The buildings will allocate supply/materials/staff development dollars to MCAP, and Outreach programs based on the number of students attending these programs.

Staff Development funding was increased to \$63 per pupil unit for 1994.95. 50% of this is designated for building use. This was due to legislative action.

- b. Library and audio-visual allocations will be applied on a per student basis for an equitable distribution of supplies among media centers.
- c. Athletic supply allocations will be applied on a per participant basis for an equitable distribution among sports.
- d. Staff Development funding will increase by 3%.

EXPENDITURE ASSUMPTIONSEXHIBIT B

Summary of all accounts by major catagories.

Basic Assumptions

3.d. Supplies will increase at the annual rates listed below.  
(Includes allowance for new students)

<u>Year</u>	<u>Line #57</u> <u>Amount</u>	<u>% Increase</u>
1990-91 Actual	846,868	
1991-92 Actual	781,420	- 7.73%
1992-93 Actual	784,868	.44%
1993-94 Actual	1,053,486	34.22%
1994-95 Actual	1,152,577	- 9.38%
1995-96 Budget	1,030,512	-10.57%
1996-97 Prel. Budget	1,068,957	3.73%
1997-98 Projected	1,100,033	2.91%
1998-99 Projected	1,127,183	2.47%
1999-00 Projected	1,155,450	2.51%
2000-01 Projected	1,194,350	3.37%

e. Energy Items will increase as noted:

<u>Year</u>	<u>Line #58</u> <u>Amount</u>	<u>% Increase</u>
1990-91 Actual	359,190	
1991-92 Actual	396,823	10.48%
1992-93 Actual	443,473	11.76%
1993-94 Actual	457,378	3.14%
1994-95 Actual	439,425	-3.93%
1995-96 Budget	489,300	11.35%
1996-97 Prel. Budget	503,979	3.00%
1997-98 Projected	519,098	3.00%
1998-99 Projected	534,671	3.00%
1999-00 Projected	550,711	3.00%
2000-01 Projected	567,233	3.00%

f. Other costs will increase as listed.

<u>Year</u>	<u>Line #59</u> <u>Amount</u>	<u>\$ Inc.</u>	<u>% Increase</u>
1990-91 Actual	1,681,588		
1991-92 Actual	1,892,313	210,725	12.53%
1992-93 Actual	2,308,539	416,226	22.00%
1993-94 Actual	2,194,269	(114,270)	3.85%
1994-95 Actual	3,074,105	879,836	40.01%
1995-96 Budget	3,297,492	223,387	7.27%
1996-97 Prel. Budget	3,396,417	98,925	3.00%
1997-98 Projected	3,498,309	101,892	3.00%
1998-99 Projected	3,603,259	104,950	3.00%
1999-00 Projected	3,711,356	108,097	3.00%
2000-01 Projected	3,822,697	111,341	3.00%

Expenditure Assumptions

Exhibit B

Basic Assumptions

- 3.d. Supplies will increase at standard inflation rates for non-salary costs.

Includes allowance for new students.

91.92 and 92.93 fluctuations represent the transfer of new textbook expenditures to Capital Outlay in 1991.92 and future years. Transfer all telephone costs to Capital Outlay.

- e. The costs for electricity along with the additional space is reflected in the increasing costs.

- f. Other costs: Will increase at standard inflation rates for non-salary costs.



**I GENERAL FUND  
INDEPENDENT SCHOOL DISTRICT #152 BUDGETS**

07-Feb-96 PRINT DATE

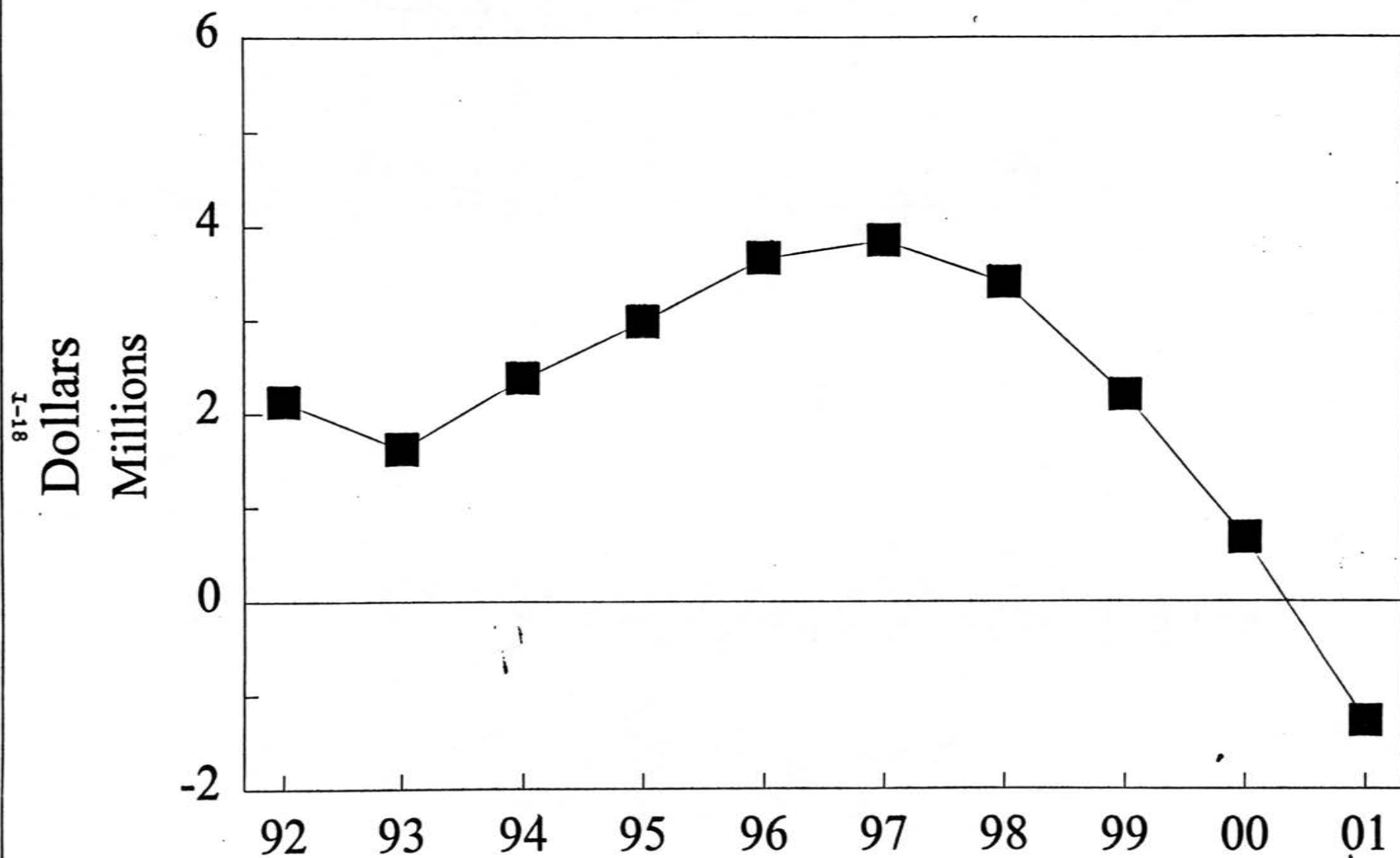
LINE #		1991-92 ACTUAL	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 Final Budget	1996-97 Preliminary Budget	1997-98 P R O J E C T E D	1998-99 P R O J E C T E D	1999-00 P R O J E C T E D	2000-01 P R O J E C T E D
	Basic Education Revenue	3,050	3,050	3,050	3,167	3,205	3,205	3,135	3,198	3,262	3,327
	UNAPPROPRIATED REVENUES										
1	Taxes & only appmnt	3,623,807	3,982,369	4,567,270	5,137,987	5,821,450	5,282,100	5,712,742	5,826,997	5,943,537	6,062,408
2	Interest	50,957	19,897	178,796	277,683	170,000	173,400	176,868	180,405	184,013	187,694
3	Tax shift	344,316	781,496	(299,948)	366,912	0	0	0	0	0	0
4	Other local	215,041	368,879	234,010	258,824	322,438	328,887	335,464	342,174	349,017	355,998
5	Tax credits	964,402	1,161,042	1,350,875	1,419,496	1,396,913	1,320,530	1,346,941	1,373,879	1,401,357	1,429,384
6	Foundation aid	16,897,419	17,547,409	18,024,190	18,992,963	19,275,000	19,846,747	19,743,682	19,748,556	20,143,527	20,546,398
7	Special ed aid	1,963,134	2,251,623	2,565,967	2,959,172	2,679,726	3,300,000	3,366,000	3,433,320	3,501,986	3,572,026
8	Other state aids	328,986	423,433	456,277	727,223	576,897	588,435	600,204	612,208	624,452	636,941
9	Tax shift	(344,316)	(781,496)	299,948	(366,912)	0	0	0	0	0	0
10	Federal aids	946,706	918,006	1,248,271	1,482,486	1,596,782	1,628,718	1,661,292	1,694,518	1,728,408	1,762,976
11	Conversion of assets	8,627	5,209	15,771	5,841	10,700	7,060	7,345	7,345	7,492	7,642
12	Tuition	232,007	240,435	179,898	249,740	253,000	258,060	263,221	268,486	273,855	279,332
13	State reduction										
14	TOTAL REVENUES	25,231,086	26,918,302	28,821,325	31,511,415	32,102,906	32,733,937	33,213,615	33,487,888	34,157,645	34,840,798
15	% CHANGE	5.64%	6.69%	7.07%	9.33%	1.88%	1.97%	1.47%	0.83%	2.00%	2.00%
16	\$ CHANGE	1,345,968	1,687,216	1,903,023	2,690,090	591,491	631,031	479,679	274,272	669,758	683,153
	+++++	+++++	+++++	+++++	+++++	+++++	+++++	+++++	+++++	+++++	+++++
17	Admin salaries	1,573,361	1,674,166	1,679,586	1,624,992	1,680,026	1,739,163	1,791,338	1,845,078	1,900,430	1,957,443
18	Admin supplies	47,666	26,053	85,043	28,219	17,190	17,706	18,237	18,784	19,347	19,928
19	Admin fringe benefits	289,079	287,813	296,121	285,553	295,220	305,612	314,780	324,223	333,950	343,969
20	Admin other	156,776	314,145	164,167	246,957	290,592	299,310	308,289	317,538	327,064	336,876
21	Instruct salaries(reg & voc)	9,579,106	9,865,784	10,119,433	10,692,274	10,652,678	11,050,715	11,414,543	11,903,786	12,285,094	12,558,122
22	Allowance for new staff:						31,366	142,531	23,489	(92,743)	(6,230)
23	Instruct supplies	442,261	472,729	580,366	643,308	670,506	690,621	711,340	732,680	754,660	777,300
24	Allowance for new students:						7,529	6,763	1,115	(4,401)	(296)
25	Instruct fringe benefits	2,225,682	2,295,789	2,338,116	2,450,751	2,474,598	2,561,704	2,638,555	2,717,712	2,799,243	2,883,220
26	Instruct other	534,394	565,472	680,068	761,706	805,206	829,362	854,243	879,870	906,266	933,454
27	Spec ed salaries	4,909,801	5,374,223	5,493,884	6,036,106	6,365,936	6,755,395	6,958,057	7,166,798	7,381,802	7,603,257
28	Spec ed supplies	103,308	97,034	121,153	134,354	113,868	117,284	120,803	124,427	128,159	132,004
29	Spec ed fringe benefits	1,053,591	1,155,378	1,195,829	1,317,953	1,411,602	1,461,290	1,505,129	1,550,283	1,596,791	1,644,695
30	Spec ed other	587,558	873,102	684,005	1,023,309	1,143,818	1,178,133	1,213,477	1,249,881	1,287,377	1,325,999
31	Instruct support salaries	746,062	850,601	935,218	989,854	964,796	998,757	1,028,720	1,059,581	1,091,369	1,124,110
32	Instruct support supplies	82,121	77,306	140,633	135,865	101,818	104,873	108,019	111,259	114,597	118,035
33	Instruct support fringe benefits	137,103	150,745	174,606	190,996	160,880	166,543	171,539	176,685	181,986	187,446
34	Instruct support other	285,087	271,390	209,264	412,217	502,105	517,168	532,683	548,664	565,124	582,077
35	Pupil support salaries	526,937	544,552	609,357	609,924	632,680	654,950	674,599	694,837	715,682	737,152
36	Pupil support supplies	9,136	8,135	10,157	13,518	20,650	21,270	21,908	22,565	23,242	23,939
37	Pupil support fringe benefits	114,604	117,597	127,635	127,544	134,614	139,352	143,533	147,839	152,274	156,842
38	Pupil support other	29,082	37,295	53,949	83,850	90,436	93,149	95,944	98,822	101,787	104,840
39	Bldgs & grounds salaries	701,103	687,491	708,121	704,661	738,348	764,338	787,268	810,886	835,213	860,269
40	Bldgs & grounds energy exp	396,823	443,473	457,378	439,425	489,300	503,979	519,098	534,671	550,711	567,233
41	Bldgs & grounds supplies	96,928	103,611	116,134	197,313	106,480	109,674	112,965	116,354	119,844	123,440
42	Bldgs & grounds fringe benefits	121,675	118,585	121,639	120,921	142,120	147,123	151,536	156,082	160,765	165,588
43	Bldgs & grounds other	223,912	169,917	168,859	306,114	219,670	226,260	233,048	240,039	247,241	254,658
44	Early retirement pay	219,462	390,630	234,555	399,803	350,000	362,320	373,190	384,385	395,917	407,794
45	Fringe benefits	302,608	370,440	336,364	414,988	392,205	434,011	447,031	460,442	474,255	488,483
46	Other fixed costs	75,504	77,218	233,957	239,952	245,665	253,035	260,626	268,445	276,498	284,793
47	TOTAL EXPENDITURES	25,570,730	27,420,674	28,075,597	30,632,427	31,213,007	32,541,991	33,659,789	34,687,221	35,629,546	36,696,439
48	% CHANGE	7.49%	7.23%	2.39%	9.11%	1.90%	4.26%	3.43%	3.05%	2.72%	2.99%
49	\$ CHANGE	1,781,045	1,849,944	654,923	2,556,830	580,580	1,328,984	1,117,798	1,027,431	942,325	1,066,894
	+++++	+++++	+++++	+++++	+++++	+++++	+++++	+++++	+++++	+++++	+++++
50	REV OVER EXP (EXP OVER REV)	(339,644)	(502,372)	745,728	878,988	889,899	191,946	(446,174)	(1,199,333)	(1,471,900)	(1,855,641)
50.1	Trf to eliminate oper def in transp. fund				(273,476)	(214,000)	0	0	(7,206)	(53,666)	(87,733)
51	F. T. E. Reduction needed to balance budget						0.68	3.00	0.48	(1.84)	(0.12)
52	BEGINNING FUND BALANCE *	2,461,944	2,122,300	1,628,807	2,374,535	2,980,047	3,655,946	3,847,892	3,401,718	2,195,179	669,612
53	ENDING FUND BALANCE *	2,122,300	1,619,928	2,374,535	2,980,047	3,655,946	3,847,892	3,401,718	2,195,179	669,612	(1,273,762)
54	As a % of Expenditures	8.30%	5.91%	8.46%	9.73%	11.71%	11.82%	10.11%	6.33%	1.88%	-3.47%
55	CHANGE FACTORS										
56	SALARIES	N/A	18,255,832	19,387,447	19,780,154	21,057,614	21,384,464	22,357,004	23,170,245	23,888,841	24,512,764
57	SUPPLIES	N/A	781,420	784,868	1,053,486	1,152,577	1,030,512	1,068,957	1,100,033	1,127,183	1,155,450
58	ENERGY ITEMS	N/A	396,823	443,473	457,378	439,425	489,300	503,979	519,098	534,671	550,711
59	OTHER	N/A	1,892,313	2,308,539	2,194,269	3,074,105	3,297,492	3,396,417	3,498,309	3,603,259	3,711,356
60	FRINGE BENEFITS	N/A	4,244,342	4,496,347	4,590,310	4,908,706	5,011,239	5,215,635	5,372,104	5,533,267	5,699,265
61	REVENUES	N/A	25,231,086	26,918,302	28,821,325	31,511,415	32,102,906	32,733,937	33,213,615	33,487,888	34,157,645

**I GENERAL FUND  
INDEPENDENT SCHOOL DISTRICT #152 BUDGETS**

07-Feb-96 PRINT DATE

LINE #		1991-92 ACTUAL	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 Final Budget	1996-97 Preliminary Budget	1997-98	1998-99	1999-00	2000-01
P R O J E C T E D											
62	PUPIL UNITS LEVY	6,180	6,428	6,822	7,000	7,152.00	7,280.00	7,349.00	7,433	7,413	7,413
63	Increase in Weighted Pupil Units			343	148	86	131	(47)	(124)	(52)	(4)
.....											
ASSUMPTIONS											
64	CHANGE FACTORS										
65	SALARIES	107.72%	106.20%	102.03%	106.46%	101.55%	103.52%	103.00%	103.00%	103.00%	103.00%
66	SUPPLIES	92.27%	100.44%	134.22%	109.41%	89.41%	103.00%	103.00%	103.00%	103.00%	103.00%
67	ENERGY ITEMS	110.48%	111.76%	103.14%	96.07%	111.35%	103.00%	103.00%	103.80%	103.00%	103.00%
68	OTHER	112.53%	122.00%	95.05%	140.10%	107.27%	103.00%	103.00%	103.00%	103.00%	103.00%
69	FRINGE BENEFITS	107.33%	105.94%	102.09%	106.94%	102.09%	103.52%	103.00%	103.00%	103.00%	103.00%
70	REVENUES	105.64%	106.69%	107.07%	109.33%	101.88%	102.00%	102.00%	102.00%	102.00%	102.00%
70.1	Cooperative										
70.2	I.L.D.A.										
70.3	Special Aids										
70.4	E.S.L.						25,369				
70.5	Out of District Spec Needs						165,378				
71	STUDENTS										
71.1	Kindergarten	492	499	490		500	478	483	472	472	470
71.2	1-6	2,907	2,968	2,992		2,912	2,903	2,877	2,862	2,841	2,853
71.3	7-12	2,295	2,398	2,572		2,739	2,856	2,952	2,990	2,965	2,952
71.4		5,694	5,865	6,054	6,086	6,151	6,237	6,312	6,324	6,278	6,275
72	PUPIL UNITS										
	94-96										
72.1	Kindergarten 0.50	0.530	246	250	252	0	265	239	242	236	235
72.2	1-6 1.00	1.060	2,907	2,968	3,082	0	3,087	2,903	2,877	2,862	2,853
72.3	7-12 1.30	1.300	2,984	3,117	3,344	0	3,561	3,713	3,838	3,887	3,838
72.4		6,137	6,335	6,678	6,826	6,912	7,043	6,996	6,872	6,820	6,816
	STUDENTS-BASED ON CURRENT YEAR, OCTOBER CENSUS & COHORT.					65	86	75	12	(46)	(3)
73	PUPIL UNITS			342.81	148.29	86.42	130.58	(47.00)	(124.00)	(52.00)	(4.00)
74	AFDC UNITS										
75.0	CATEGORY I - TEACHERS K-12						0.68	3.00	0.48	-1.84	-0.12
75.1	Average Salary and Fringe Benefit Cost:					44,558	46,126	47,510	48,936	50,404	51,916
75.2	Special Elementary Legislation										
75.3	T.O.S.A Reduction						(23,063)				
75.4	E.S.L.						46,126				
76.0	CATEGORY II - LICENSED SPECIALISTS						Inc.	Inc.	Inc.	Inc.	
76.1	Special Education Staff										
76.2	Out of District Spec Needs						165,378				
77.0	CATEGORY IIIA - NON-LICENSED SPECIALISTS										
77.1	1-95-179 Sec./Clerical Sal.										
77.2	Alternative Education										
77.3	Security										
78.0	CATEGORY IIIB - ADMINISTRATIVE AND OTHER SUPPORT										
78.1	1-95-179 300 series Postage, Legal Serv.										
78.2	1-95-179 400 series Office Exp										
78.3	1-95-179 800 series Admin Cand. Exp., Supt. Disc. Proj.										
78.4	Worker Compensation Increase						28,000				
79.0	CATEGORY IIIC - EXTRA CURRICULAR PROGRAMS										
	Add Knowledge Bowl/Your Astronauts										
80.0	CATEGORY IIIE - HUMAN RESOURCES										
80.1	1-95-179 Employee Assistance										
81.0	CATEGORY IIIF - CURRICULUM AND INSTRUCTION										
81.1	1-95-179 Text Books & Inst Supplies										
81.2	New Students supply allocation:						7,529	6,763	1,115	(4,401)	(296)
81.3	ALLOWANCE						88	90	93	96	99
81.4	I.L.D.A. Expenditure, reserve					(349,430)					
81.5	Class size										
81.6	Staff Development adjustment										
81.7	Transportation transfer for Non-regular transportation										
DISK: BUDGET 1994.95: PROGRAM "94GRFR"											
	Instruction and Pupil Support	78.67%	78.07%	78.41%	78.00%	78.55%	78.64%	78.73%	78.74%	78.69%	
	District & Building Administration	8.08%	8.40%	7.92%	7.14%	7.31%	7.26%	7.23%	7.22%	7.24%	
	District Support Services	4.89%	4.92%	5.20%	5.64%	5.54%	5.49%	5.47%	5.47%	5.48%	
	Building Operation and Maintenance	6.02%	5.55%	5.60%	5.77%	5.43%	5.38%	5.36%	5.36%	5.37%	
	Other	2.34%	3.06%	2.87%	3.44%	3.16%	3.22%	3.21%	3.21%	3.22%	

## Year End Fund Balance



MEMO

TO: Dr. Anderson

FROM: John Skinkle

RE: Possible Reduction - Voyager School

DATE: January 11, 1996

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POSITION	POSSIBLE REDUCTION IN F.T.E.	POSSIBLE REDUCTION IN BUDGET \$*
Principal	0.500	\$31,855.00
Custodian	0 - 1.000**	\$0.00 - \$24,398.40
<u>Teachers</u>		
Lib.-Media	0.500	\$22,947.50
TOSA	0.500	\$22,947.50
Band	0.500	\$22,947.50
It. Travel - Music	0.150	\$ 6,884.25
It. Travel - P.E.	0.150	\$ 6,884.25
<u>Sec./Clerical</u>		
Secretary	0.500	\$ 3,232.78
Nurses Aide	0.500	\$ 3,158.28
Lib. Sec.	0.380	\$ 1,113.83
<u>Extra-Curricular</u>		
Newspaper (2)	0.026	\$ 599.72
Student Council	0.040	\$ 1,087.24
Swing Choir	0.060	\$ 1,582.98
Video	0.070	\$ 1,679.23
Coordinator	0.035	\$ 839.62
TOTALS		\$127,759.38 - \$152,157.78

\* Figures do not account for salary increases (approx 3%)

\*\*Reduction depends on use of Voyager

NOTES:

1. Some fringe benefits are included in these figures
2. Savings from special education consolidation of programs and itinerant travel are not included in these figures
3. Utility costs have not been included as a possible reduction

cc: Bob Lacher  
Bob Jernberg

MEMO #: I-96-210

FEB 6 1996

TO: Dr. Bruce Anderson

FROM: Bob Jernberg

SUBJECT: Annual Operational Plan Requests for Staffing

DATE: February 6, 1996

We have received requests for the following positions which have not been addressed in the Annual Operational Plan. If they are addressed administratively it will be done within allocations as approved in the 1996-97 Annual Operational Plan.

	<u>Page</u>
1. Junior-Senior High School Registrar - Full-time secretarial position. Estimated cost is \$15,248.	15-18
2. One week of summer extension for three elementary counselors. Estimated cost is \$3,059.	19
3. Three weeks of summer extension for two junior high counselors. Estimated cost is \$6,118.	20
4. Choir director position at Robert Asp School. Estimated cost is \$1,666	21-24
5. Increase .5 FTE to 1 FTE nursing position. Estimated cost is \$15,553.	25-30
6. Additional .14 FTE elementary music position to address North Central Association recommendations. A proposal has not yet been written. Estimated cost is \$6,580.	

RMJ/mdm  
Attachments

JAN 16 1996

August, 1991

MOORHEAD PUBLIC SCHOOLS  
Moorhead, Minnesota

1996-97 Budget  
(Year)

PROPOSAL FORM

NAME OF BUILDING: Junior-Senior High Schools

TOPICS OF PROPOSAL: Registrar

SUBMITTED BY: Colleen Tupper DATE: 1/12/96

SUBMITTED TO: Robert Jernberg DATE TO BE IMPLEMENTED:  
\_\_\_\_\_  
\_\_\_\_\_

BUSINESS OFFICE REVIEW WITH COMMENTS ATTACHED: \_\_\_\_\_

PERSON RESPONSIBLE TO RECOMMEND  
TO SUPERINTENDENT: \_\_\_\_\_

Recommendation (by person responsible):

Approve \_\_\_\_ Disapprove \_\_\_\_ Hold \_\_\_\_ Refer to Cabinet \_\_\_\_

Date \_\_\_\_\_

DISTRICT MISSION STATEMENT: To develop the maximum potential of every learner to thrive in a changing world.

Complete a description of your program proposal. All ten (10) areas must be addressed. Information in support of your proposal should be as comprehensive as possible and must support the district philosophy.

1. Describe the proposal for funding.

We propose that one full-time secretarial position, the job title to be registrar/technology assistant, be added to jointly serve the junior and senior high schools.

This person will:

- be responsible to the administration and the counseling departments, for compiling and processing scheduling material, appropriate to junior and senior high school needs.
- be responsible for the input of new student basic information and schedules.
- maintain up-to-date data on student performance standards.
- coordinate and provide queries and other data to assist administration and counselors in making individual and aggregate scheduling decisions.
- participate in appropriate staff development to remain current in technological innovations.
- provide a variety of clerical and support functions in processing correspondence, filing, copying and organizing information.
- perform other duties of comparable level determined by administration.



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

Much professional time is used in performing secretarial tasks. Secretarial support at the junior and senior highs are limited at the current time; to keep adding additional tasks is no longer possible. At the present time much counseling, administrative, and secretarial time is used in entering scheduling data. When this happens, other tasks are not done in a timely fashion.

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

Present counseling, secretarial, and administrative time will continue to be consumed by registration/data entry/queries. As our curriculum become more complex and our students more diverse, current professional time is better expended on those issues than in data entry and processing. At the present time much counseling, administrative, and secretarial time is used in entering scheduling data. When this happens, other tasks are not done in a timely fashion.

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

A part-time person (rather than full-time) be added to perform the duties as detailed in question one.



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

PROPOSAL FORM

*1 PERSONNEL	Number Re- quested	Total Cost	Code to be Charged	Reimburse- ment (Fed/State)	Net Dist. Cost
Administrators					
Teachers					
Clerical					
Paraprofessional					
No. & Hrs/Day					
Teacher Para					
Noon Para					
FRINGE BENEFITS					
SUPPLIES					
*2					
CAPITAL OUTLAY					
OTHER EXPENSES					
<p>*3 TOTAL COST _____ NET DISTRICT COST _____</p> <p>Comments on budgetary items:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>					

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

6. Space implications (short/long range).

Office space will be provided by the junior high, the senior high, or both.

7. Equity implications.

None

8. Technology implications.

Adequate training must be provided for the person in the position; this can be provided by people already on staff.

9. Suggested timelines for implementation.

We would like to hire this position in the fall of 1996.

10. Who has been involved in this decision?

Doug Price, Robert Jernberg, Colleen Tupper, and junior and senior high associate principals, counselors, and secretaries.

11. Other comments:

Current staff (counselors, secretaries, and administrators) will be able to do their jobs in a more satisfactory way if this help is provided.



JAN 5 1996

*Moorhead Senior High School  
Guidance Office*

*Russ Henegar, Counselor  
2300 4th Avenue South  
Moorhead, MN 56560  
(218) 299-6305*

January 4, 1996

Dear Mr. Jernberg:

I have received the following contract change requests from the elementary and junior high counseling departments:

Elementary Staff:

The elementary counseling team is requesting one week of extended time during the summer. They would use this time in the following three ways:

A. Counseling Services

As a team, they would meet to discuss student needs as they move to new buildings/grade levels. This time would involve case studies as well as services offered/needed.

B. Collaboration

This would include meeting with building principals to assess/discuss building counseling needs and meeting student needs in appropriate classroom placements.

C. Curriculum

An integral part of the elementary counseling program is its curriculum. Updates and continuity are essential among our six elementary buildings and this time would be spent writing curriculum for classroom instruction as well as small group counseling.

The elementary counseling team believes this extension of time used in the above described ways will be beneficial to both students and staff.

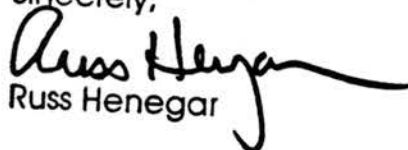
Junior High:

The Junior High counseling department would like to request a three week extended contract similar to the one the Senior High counselor's have. Shown below is a list of tasks that we believe could be accomplished if three work weeks were added to the two counselors at the Junior High:

- Assistance with scheduling for all Jr. High students.
- Orientation for incoming 7th graders (tours? Meetings with parents and students to ease the transition from Asp and Voyager?).
- Enrollment for new students to our district (this would include testing as needed)
- Contact with parents to explain and enroll their student in the Chapter 1 program.
- Time scheduled with special service teachers to ensure SPED students have appropriate schedules.
- Review all schedules to ensure that all class requirements are met and that students have a maximum of 1-1/2 study halls per semester.
- Review summer school achievement and conference with parents as necessary (i.e. failure to show or failure to pass).
- Develop classroom guidance curriculum as per needs and requests expressed by students and staff.
- Review files of incoming 7th grade students and 8th grade students new to the district.
- Assist administration with misc. tasks as needed (i.e., student information mailings).

Transitioning students from Asp to the Junior High is an important duty. With the extended time a closer contact with parents would be made and we would then have a consistent program with the Senior High.

Sincerely,

  
Russ Henegar

sle

cc: Dr. Anderson  
Dr. Skinkle

August, 1991

MOORHEAD PUBLIC SCHOOLS  
Moorhead, Minnesota

96-97 Budget  
(Year)

PROPOSAL FORM

NAME OF BUILDING: Robert Asp School

TOPICS OF PROPOSAL: Choir Director Position

SUBMITTED BY: Betty Myers, Principal DATE: Nov. 28, 1995

SUBMITTED TO: Bob Jernberg DATE TO BE IMPLEMENTED:  
Sept. 1996

BUSINESS OFFICE REVIEW WITH COMMENTS ATTACHED: \_\_\_\_\_

PERSON RESPONSIBLE TO RECOMMEND  
TO SUPERINTENDENT: \_\_\_\_\_

Recommendation (by person responsible):

Approve \_\_\_\_ Disapprove \_\_\_\_ Hold \_\_\_\_ Refer to Cabinet \_\_\_\_

Date \_\_\_\_\_

DISTRICT MISSION STATEMENT: To develop the maximum potential of every learner to thrive in a changing world.

Complete a description of your program proposal. All ten (10) areas must be addressed. Information in support of your proposal should be as comprehensive as possible and must support the district philosophy.

1. Describe the proposal for funding.

The present Swing Choir advisor/director is compensated at the rate of 6.0%. For six years this advisor has also directed without pay a large fifth grade choir, a large sixth grade choir, an additional group of approximately 30 singers (Pizzaz), a bell choir, and various small performing groups--in total approximately 300 students yearly have been provided extracurricular opportunities to be in a singing group. This proposal requests compensation for an advisor/director of the large fifth grade and sixth grade choirs and Pizzaz at the rate of 6.0%.

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

A high priority at Asp is enrichment for all students and provision of meaningful extracurricular activities for all students. The singing groups have proven to be extremely popular with students across the academic, socio-economic and ethnic spectrum. The groups are so large and popular that expecting a person to direct and advise hundreds of students at the present rate of compensation is just unrealistic and unfair.

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

The negative implications will be great; we will have a lot of students who find great joy in performing musically without an extracurricular activity.

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

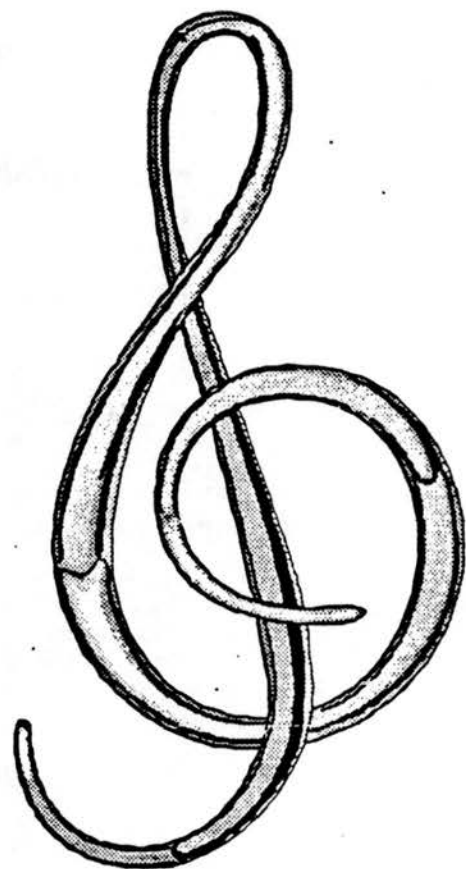
We will have to cut the opportunities for students. The program has just become too popular for a person to handle along with other teaching responsibilities. Please see the article from the Asp Family Newsletter attached.



## Singing is Super! - A Good Problem

When you attend the first program on November 30, you will see that we have lots of kids who want to sing. Since we have several hundred enthusiastic singers and one choir director at present, our challenge is how best to structure a performance that allows participation by all who want to be involved. As we consider ways to address our "good problem," we remind students and their families that our audience will enjoy the singing of all but may not be able to spot their favorite singer in the large group.

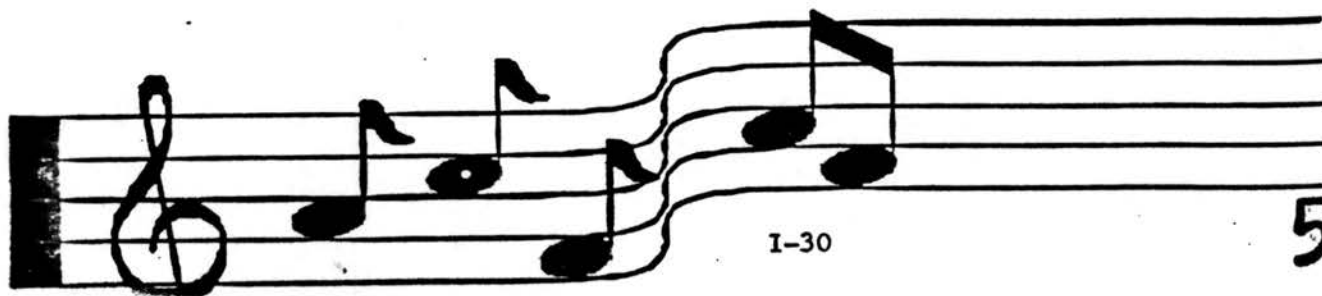
Another issue that we struggle with yearly is tryouts for *Showstoppers*, a sixth grade singing and dancing group. We typically have over 150 students eager to join the group of what was originally intended to be 40 students (now expanded to 30 boys and 30 girls). To ensure that the Showstoppers opportunity was equally open to everyone we tried to develop a process for trying out that was fair and that was clearly communicated to all. We plan to improve that process in the future, and we welcome parental advice. We will discuss participation in extracurricular activities at an Asp PTAC meeting this year.



An added note: Melody Bober, director of all the singing groups at Asp, receives extracurricular pay only for Showstoppers; she works without pay to direct the large 5th and 6th grade choirs, the singing group Pizzaz and the Bell group. Mrs. Bober insisted on providing all these singing groups in addition to Showstoppers so that no child would be without the opportunity to participate in a performing musical group. (All of this is in addition to a regular teaching responsibility of 360 students.) Thanks to Mrs. Bober Choir is Cool!

## Another Good Problem

Wow, over 100 students in the Robert Asp Orchestra! We are looking for better practice space, more chairs and music stands. Brian Cole, new orchestra director, is excited about the coming year with all the new musicians. He appreciates the great parental support and enthusiasm, too.



6. Space implications (short/long range).

None.

7. Equity implications.

These large groups allow participation of boys and girls of all ethnic groups.

8. Technology implications.

None. PTAC has provided us with an adequate sound system.

9. Suggested timelines for implementation.

Beginning with the 1996-1997 school year.

10. Who has been involved in this decision?

Principal, Assistant Principal, PTAC, Swing Choir director.

11. Other comments:

I would like to meet with Mr. Jernberg and the MEA representative to negotiate the advisor's compensation.



MOORHEAD PUBLIC SCHOOLS  
Moorhead, Minnesota

1996 Budget  
(Year)

PROPOSAL FORM

NAME OF BUILDING: District-wide

TOPICS OF PROPOSAL: Health Services Professional Staff

SUBMITTED BY: G. Corinne Pestes DATE: 2-1-96

SUBMITTED TO: Robert Jernberg DATE TO BE IMPLEMENTED:  
Al Swedberg As soon as possible  
Dr. John Skinkle

BUSINESS OFFICE REVIEW WITH COMMENTS ATTACHED: \_\_\_\_\_

PERSON RESPONSIBLE TO RECOMMEND  
TO SUPERINTENDENT: \_\_\_\_\_

Recommendation (by person responsible):

Approve \_\_\_\_\_ Disapprove \_\_\_\_\_ Hold \_\_\_\_\_ Refer to Cabinet \_\_\_\_\_

Date \_\_\_\_\_

DISTRICT MISSION STATEMENT: To develop the maximum potential of every learner to thrive in a changing world.

Complete a description of your program proposal. All ten (10) areas must be addressed. Information in support of your proposal should be as comprehensive as possible and must support the district philosophy.

1. Describe the proposal for funding.

Increase professional nursing staff from 1.5 to 3 full-time nurses.

In support of the mission statement of our district, additional nursing services are needed. Professional nurses serve to assist the students and staff to reach their highest level of wellness which is a prerequisite to learning. District #152 has identified areas of self-concept, physical and emotional well-being, and self-sufficiency as important priorities and these goals require adequate professional nursing staff.

The Standards of School Nursing Practice recommend 1 certified school nurse to 750 students in regular education and 1 nurse to 225 students receiving special education. At present there is one full-time and one half-time nurse serving 6,072 students in our district which includes 1,194 students receiving special education of which 179 are in self-contained classrooms. Nursing services are also provided to 552 students at Park Christian and St. Joseph's, which brings the total to 6,614. The recommended number of school nurses would be 8, using the ratios indicated above. We feel that 3 full-time nurses would be a realistic improvement in the staffing needs of District #152.

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

The increasing number of students who are medically fragile are being widely distributed throughout more schools creating the need for extensive and intensive communication and support of teaching staff.

The general student population is increasing, resulting in more students to assess and monitor. (See attached graphs.) The number of students requiring medication and special treatments including catheterization, blood glucose monitoring, tube feedings, tracheostomy care, and peak flow monitoring, all require additional nursing time.

There is increased need to develop Individualized Health Plans (IHP) including emergency plans for students with chronic health conditions, for greater involvement of nurses in the IEP process (see memo dated 9-13-95) and to revise the Health Services Manual. There is also an increased need to train and supervise health assistants and paraprofessionals who work directly with children with special needs.

The responsibilities of Health Services are increasing with the additional mandates of state and federal laws. These mandates include OSHA regulations requiring a comprehensive plan to comply with the Bloodborne Pathogen Standard which involves an Exposure Control Plan, education of employees in universal precautions, tracking exposures, follow-up and record keeping. Additional immunization requirements at grades 7 and 12 have resulted in school-based immunization clinic and communication and documentation to ensure compliance.

Nursing involvement as liaisons within the district and community have increased in the areas of building and District Student/Staff Assistance Teams, Health and Safety Committees, Children Affected by Cancer Support Group, Immunization Action Committee, Adolescent Pregnancy Prevention Task Force, Young Moms Exploring Group, and collaboration to develop wellness programming for all staff.

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

Delayed referral for health concerns results in increased absence and reduced learning time.

Ineffective treatment of illness and the greater likelihood of the spread of illness ultimately leads to a reduction of funds for the district.

Increased possibility of liability due to lack of preparation, supervision, and monitoring of staff providing special physician prescribed services or insufficient documentation regarding these services.

Increased risk of serious health problems occurring due to incomplete planning for emergencies or inadequate training of staff in the event of an emergency.

Increased staff stress due to inadequate support to meet the needs of the students with special health concerns (i.e., special treatments, medication, equipment, and potential emergencies) and the concern and fear of legal suits over medical matters.

Increased risk of communicable disease incidence and exposure due to non-compliance of OSHA and state mandates.

Possible fines and litigation for non-compliance for federal OSHA requirements.

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

Hire additional nursing staff to work full-time with students needing IEPs and apply for funding for their services from state or federal special education reimbursement.

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

PROPOSAL FORM

PERSONNEL	*1 Number Re- quested	Total cost	Code to be Charged	Reimburse- ment (Fed/State)	Net Dist. Cost
Administrators					
Teachers					
Clerical					
School Nurse	1.5		Estimate below depends on experience.		
Paraprofessional					
No. & Hrs/Day					
Teacher Para					
Noon Para					
	Total Salaries \$25,000 to \$35,000 X Worker's Compensation X salary X .005 =				_____
FRINGE BENEFITS					
SUPPLIES					
*2					
CAPITAL OUTLAY					
OTHER EXPENSES					
*3 TOTAL COST _____ NET DISTRICT COST _____					
Comments on budgetary items:					

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

6. Space implications (short/long range).

Additional office space would be needed.

7. Equity implications.

8. Technology implications.

Computerization of health records is presently being used. This program would benefit from some refinements to expedite our work such as a report screen.

9. Suggested timelines for implementation.

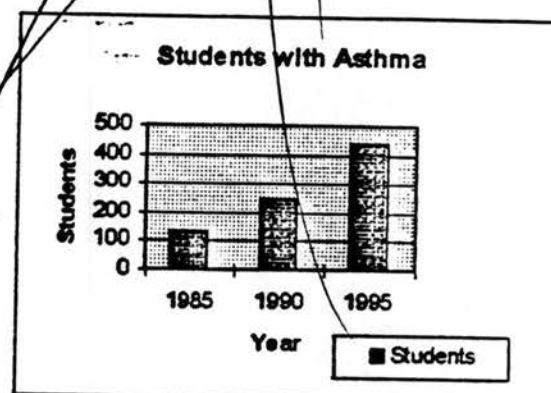
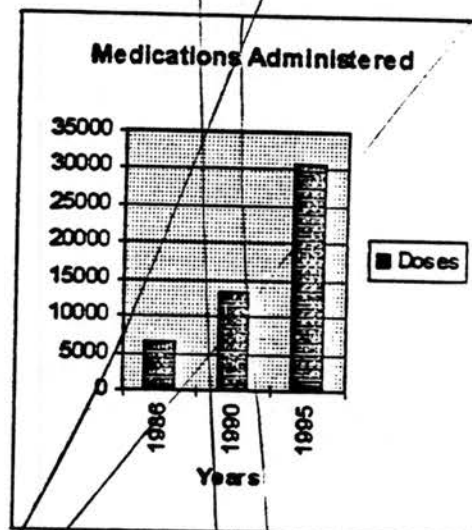
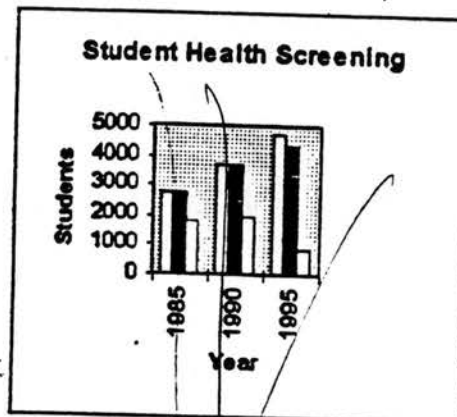
As soon as possible.

10. Who has been involved in this decision?

Robert Jernberg  
Lona Daley-Getz  
G. Corinne Pestes

11. Other comments:

Nursing makes the difference in excellence in education.



FUND V

CAPITAL OUTLAY FUND

MEMO #: AOP96.1

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER

DATE: FEBRUARY 5, 1996

SUBJECT: 1996.97 ANNUAL OPERATIONAL PLAN

V Capital Outlay

Please review Revenue Assumptions, Expenditure Assumptions and Rationale. If you have any questions or need explanations, please call. We will ask for approval in February.



## CAPITAL OUTLAY FUND

**CAPITAL OUTLAY DEFINED:** "Site improvements, building improvements and capital repairs are of such magnitude that they represent an expenditure with a minimum of 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 \$350 with a useful life of at least four years.

Capital Outlay will be allocated in the areas as follows:  
Facilities (requires a hearing of five-year plans before July 1 each year)  
Equipment  
Health and Safety

### CAPITAL OUTLAY REVENUE ASSUMPTIONS & RATIONALE (Lines 5-15)

Capital Outlay major parameters will continue to be based on legislation, Minnesota Department of Education Regulations, and local levy decisions within those parameters.

Statutes require a school board to adopt a capital expenditure facilities program by a two-thirds vote after notice and hearing as part of a five-year program which must be reviewed by the district before July 1 of each year. After notice and hearing; after the annual review, the program may be amended to include the ensuing five-year period.

Grants/Donations will only be added to revenue and expenditure budgets when appropriate.

	<u>LINE #</u>
FACILITY . . . . .	5

The 96.97 Capital Expenditure Facilities Revenue will be folded into the General Fund and identified as Operating Capital. We will continue to maintain a separate accounting structure. Our revenue will decrease to \$198 per WADM. In 95.96 it was \$204 per WADM.

LEASE LEVY . . . . .	6
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Lease levy will continue to be utilized for athletic facility rental, community education space, and rental of the Moorhead Sport Center spaces available for school use. The levy will lag expenses by one year. The purchase of St. Francis property has reduced this expense.

EQUIPMENT . . . . .	12
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Equipment Revenue is based on pupil units. Revenues will decrease from \$75 per WADM to \$72 per WADM in 96.97 and a change in secondary weighting from 1.3 to 1.25 in 96.97 and 1.2 in 97.98 will further reduce revenue.

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## HEALTH & SAFETY . . . . .

14

Health and Safety aid and levy 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 for removal or encapsulation of asbestos, asbestos-related repairs, or for the removal of PCBs or clean-up removal, disposal and repairs related to radon and to storing heating fuel or transportation fuels. It is assumed that all projects will receive prior approval before the levy is authorized. Health and safety adjustments will be made as approved by the Minnesota Department of Education. The State Fire Marshall has just completed a legislated mandate to inspect our schools. We have completed a list of 101 items to correct in our buildings. We still need to sprinkle the Sr. High at an estimated cost of \$650,000.

## CAPITAL OUTLAY FACILITY EXPENDITURE ASSUMPTIONS AND RATIONALE (Lines 16 - 35)

Facilities revenue may be used for repair and restoration of existing district-owned facilities, new construction, correcting existing health and safety hazards, equipping buildings, surplus school buildings that are used substantially for public non-school purposes, leasing buildings, and purchasing or leasing interactive telecommunications equipment.

Priority for allocations of facilities revenue (in priority are as follows):

1. Health and Safety
2. Energy conservation
3. Building preservation
4. Needed space for continuing programs
5. Telecommunications
6. Convenience
7. Appearance

## FOOD SERVICE . . . . .

16

Food Service will be self supporting for its equipment. However, there is a need to utilize facilities capital for built-in equipment such as walk-in coolers, dishwashers, and necessary remodeling projects related to preparation and serving of food.

## REGION I ESV/REGION 8. . . . .

17

The District completed its obligations to ESV Region I for equipment purchase in 1992.93. In that the District owns its own A/S 400 Computer System, no capital obligations are anticipated to ESV Region 8 to which the district now belongs.

SPECIAL ASSESSMENTS . . . . . 18

Special Assessments will be based on city improvements including projects related to repaving streets, curb and gutter work, and needed improvements for city services. As of December 1994 we had paid off all City assessments.

MAINTENANCE PROJECTS . . . . . 19

Capital Maintenance Projects for buildings and grounds will be based on priorities established through input from principals to the Buildings and Grounds Supervisor, who will recommend the priority needs to the Superintendent or his designee. It is assumed that the capital maintenance projects will increase at the standard rate.

TELEPHONE/TELECOMMUNICATIONS . . . . . 20

Telephone/Telecommunication expenses include equipment and line lease expense. It is anticipated that lease expenses will increase at the standard rate. We should consider a review of our telecommunication network. What level of service do we want to provide?

BUILDING CONSTRUCTION . . . . . 21

All building construction during the period of July 1, 1993 through July 1, 1995 was completed through referendum expenses and that construction in 1996.97 and 1997.98 will include needed repairs and School additions and renovations to meet increased student enrollment, especially in alternative education options.

LEASE LEVY . . . . . 22

Lease Levy facility expenses will continue to include space for Moorhead Sports Center, rental of football fields and other facilities. The leases will be dependent on annual prior approval by the Minnesota Department of Education. Lease for St. Francis will terminate due to the purchase.

HANDICAP ACCESS . . . . . 23

Legislation passed in 1992 allowing district to levy \$300,000 over a period of up to five years for the purpose of providing handicapped access to district facilities. This has been expanded to 8 years but is still capped at \$300,000. It is anticipated that the district will expend \$60,000 annually during the 1993.94 through 1996.97 school years after first securing approval from the Minnesota Department of Education for specific projects. Projects we have completed: Elevator at ASP, Signage - District wide, Lever hardware where needed. Have commissioned a study of ADA requirement for the buildings and sites.

BUILDING ALLOCATION - ASP ELEVATOR . . . . . FACILITIES 25-32  
EQUIPMENT 47-54



CAPITAL EQUIPMENT EXPENDITURE ASSUMPTIONS & RATIONALE (Line 36-57)

Capital equipment 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 non-instructional equipment, to purchase or lease equipment for instructional programs, to purchase textbooks, to purchase library books, and to purchase vehicles other than school buses. Most items can readily be classified as equipment. However, the following are examples of equipment items that could appear to qualify as supplies: encyclopedias, large wall maps, large free-standing globes, band and choir uniforms, chairs, and library books representing initial adoptions and later substantive improvements. Beginning in 1993.94, shelving, cable networks and other items attached to buildings will be classified as facilities.

Equipment revenue will be allocated based on the following (in priority):

1. Essential furniture (used if available)
2. Technology
3. Specialized equipment needed for instruction
4. Specialized equipment needed for maintenance and transportation
5. Equipment to support curriculum and instruction
6. Convenience
7. Appearance

TECHNOLOGY . . . . . 36 & 37

Technology expenses will include technology support and software upgrades for the District's computer systems and for purchase of equipment for long-term technology needs and replacements. This expense will increase at the standard rate. These expenses are in addition to the technology improvements authorized by the September 15, 1992 referendum which will be paid for by bond issues during the period of January 1992 through January 1994.

INTERACTIVE TELEVISION . . . . . 38

We are allowed a levy for this category. A plan needs to be developed to support instruction with this medium.

REPLACEMENT OF EQUIPMENT . . . . . 39\*

Equipment which must be replaced immediately for continuity of instructional programs or for equipment essential for school district operation will be purchased when necessary from this contingency budget. Non-emergency items will not be replaced from this budget.

MAINTENANCE/TRANSPORTATION . . . . .

40

Maintenance/transportation equipment will be purchased based on the recommendations of the Buildings and Grounds Supervisor and Transportation Supervisor. These expenditures do not include school bus purchases or repair. The expenses for maintenance/transportation will increase at the standard rate.

VEHICLES . . . . .

41\*

Vehicle equipment expense will be utilized to replace used vehicles for out-of-town transportation. The Director of Transportation will make recommendations regarding purchasing of vehicles. It is assumed that the budget for these expenditures will remain constant for the period of projections.

MEDIA/A.V. . . . .

42\*

Media/A.V. equipment and application software will be purchased based on recommendations of the Director of Media Services after consultation with principals, building media personnel and other staff. Attention will be given to curricular areas who are implementing program changes as a part of the District Curriculum Review Cycle. This budget area will increase at the standard rate.

\* The lines have been reduced for 1994.95 and 1995.96. Dollars have been placed in line #44 - District Wide Equipment.

MEDIA/LIBRARY . . . . .

43

Media/Library books will be purchased based on recommendations of the Director of Media Services based on specific needs as identified by the building principals with assistance of media personnel and other staff. Attention will be given to specific needs related to curriculum and learner outcome attainment. Expenditures in this budget area will increase at the standard rate.

DISTRICT WIDE EQUIPMENT . . . . .

44

District wide equipment expenses will be utilized for purchasing equipment for new construction, each new classroom will be equipped with intercoms, a teacher's desk, student desks, and a file cabinet. This budget will be utilized for district wide programs such as ESL, gifted education, district office needs, and equipment needed to support newly adopted programs. A significant portion of this budget area will be utilized as a follow up to implementation of programs as a part of the District Curriculum Review Cycle. This budget area will increase at the standard rate.

MUSIC . . . . . 45

District expense for musical instrument purchase and replacement will be based on recommendations from the District's music staff.

BUILDING ALLOCATIONS . . . . . 46-54

Capital equipment will continue to be allocated to buildings.

HEALTH AND SAFETY ASSUMPTIONS & RATIONALE . . . . . 58-64

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 encapsulation 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. Asbestos removal is for removal of floor tile in various buildings. This will require prior approval from the Minnesota Department of Education. Changing state guidelines decreases positive fund balance to "0".

CAPITAL FACILITY FUND BALANCE RATIONALE . . . . . 1

95.96 deficit due primarily to \$850,000 expended for air conditioning for four (4) schools. Future balances will be determined by the decisions we make relative to future building construction and remodeling.

CAPITAL EQUIPMENT FUND BALANCE RATIONALE . . . . . 2

The Capital Equipment Fund will continue to have a positive fund balance. Equipment expenditures will be adjusted as necessary in reaction to any changes in legislation which would change the anticipated revenue amounts. Deficit decreasing. Eliminated in 1996.97.

HEALTH AND SAFETY FUND BALANCE RATIONALE . . . . . 3

The health and safety fund balance will continue to fluctuate based on expenditures which will only be completed upon prior state approval and the resulting adjusted revenue to insure funding for payment of those expenditures. Significant expenditures continue to be for asbestos removal as it relates to asbestos tile flooring. The state is determining whether it is advisable to remove asbestos tile or to continue to insure that the asbestos is encapsulated. Asbestos removal will not occur without prior state approval. Therefore, estimated revenues and expenditures may vary from projections.

## I.S.D. 152 CAPITAL OUTLAY FUND

07-Feb-96

Line #	1993.94 ACTUALS	1994.95 ACTUALS	1995.96 Final Budget	1996.97 PRELIMINARY Budget	1997.98	1998.99	1999.00	2000.01
BEGINNING FUND BALANCE								
1 Facility	(516,300)	\$280,246	\$443,839	(\$328,851)	(\$1,781,395)	(\$1,326,447)	(\$808,128)	(\$274,788)
1.1 Disabled Accessibility		(2,553)	(34,772)	(34,772)	(34,772)	0	0	0
2 Equipment	(272,107)	(\$243,574)	(\$65,501)	\$39,319	\$155,313	\$267,034	\$369,459	\$469,585
3 Health and Safety	44,527	\$587,160	(\$74,567)	\$250,612	(\$50,000)	\$0	\$0	\$0
4 Total Beginning Fund Balance	(743,880)	\$621,279	\$268,999	(\$73,692)	(\$1,710,853)	(\$1,059,412)	(\$438,669)	\$194,796
REVENUES								
5 Facility	1,008,500	935,560	895,864	887,458	881,447	865,857	859,272	858,776
6 Lease	255,101	257,821	298,631	235,316	200,000	200,000	200,000	200,000
7 Interest Income (Townsite Loan)	56,682	62,180	45,580	44,580	43,580	42,580	41,580	40,580
8 Disabled Access	60,000	60,000	60,000	60,000	60,000			
9 TOTAL FACILITIES	1,380,283	1,315,561	1,300,075	1,227,354	1,185,027	1,108,437	1,100,852	1,099,356
10 Interactive Television			49,411	50,399	51,407	52,435	53,484	54,554
11 Interest Income			0	0	0	0	0	0
11.1 Misc./Donations/Grants	11,551	90,296	3,831					
12 Equipment	422,576	452,763	516,555	507,119	503,684	494,775	491,013	490,729
13 TOTAL EQUIPMENT	434,127	543,059	569,797	557,518	555,091	547,211	544,497	545,283
13.1 Super Fund Reimb.		8,297						
14 Health and Safety	1,022,791	(216,106)	797,779	556,988	182,600	132,600	132,600	132,600
Total Health & Safety	1,022,791	(207,809)	797,779	556,988	182,600	132,600	132,600	132,600
Sales and other conversions of assets:								
14.1 Sale of land	583							
14.2 Insurance recoveries								
14.3	583		0	0	0	0	0	0
15 Total Revenues	2,837,784	1,650,811	2,667,651	2,341,861	1,922,718	1,788,248	1,777,949	1,777,238
+++++								

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## I.S.D. 152 CAPITAL OUTLAY FUND

07-Feb-96

Line #	1993.94	1994.95	1995.96	1996.97	1997.98	1998.99	1999.00	2000.01
	ACTUALS	ACTUALS	Final Budget	PRELIMINARY Budget	-----	-----	-----	-----
EXPENDITURES FACILITY								
16 Food Service	15,423	118,124	10,000	10,000	10,000	10,000	10,000	10,000
16.1 Sr. High Dish Washer, seatng and codes			34,560					
16.2 Jr. High Dishwaster, Freezer +								
16.3 Asp Cooler & Freezer +								
16.4 Insured Recoveries-Capital	23,503							
17 Region I ESV/Region 8								
18 Special Assessments	12,341	30,898		0	0	0	0	0
19 Maintenance	67,524	73,491	122,710	249,500	297,300	214,300	189,400	213,800
19.01 Bleachers\Facility Study			25,000					
19.1 Loan Payback	3,076							
19.2 Sr. High Parking lot		91,260	145,800					
19.3 Jr. High Water lines			51,031					
19.4 Asp Parking lot		16,800	20,000					
19.5 Washinton Roof		49,449	60,000					
20 Telephone/Telecommunications	75,304	66,210	70,000	72,100	74,263	76,491	78,786	81,149
21 Building Construction				2,000,000				
21.1 District Office Renovations			100,000					
21.2 Air Conditioning		2,002	885,000					
21.3 Security Equipment			134,340					
21.4 Reading Recovery Room			30,000					
22 Lease Levy	243,635	292,578	235,316	200,000	200,000	200,000	200,000	200,000
23 Handicap Access	63,326	92,219	60,000	60,000	25,228	0	0	0
24 Building Allocation								
25 Edison	4,824	4,798	4,480	4,400	4,400	4,456	4,456	4,456
25.1 Relocatae poles bus lane			2,000					
26 Probstfield		5,454	6,104	6,032	6,032	6,000	6,000	6,000
27 Riverside	2,455	3,447	3,280	3,280	3,280	3,280	3,280	3,280
28 Washington		7,968	5,840	5,760	5,760	5,680	5,680	5,680
29 Robert Asp	4,432	13,753	6,000	6,160	6,160	6,008	6,008	6,008
30 Voyager	1,960	10,508	1,920	1,920	1,920	1,920	1,920	1,920
31 Jr. High	4,117	52,184	10,494	10,504	10,722	10,722	10,722	10,722
32 Sr. High	7,142	32,143	16,890	18,242	18,242	19,261	19,261	19,261
33 Transfer to cover fund 06 expenditures		213,257						
34 Interest	57,812	7,643	32,000	32,000	32,000	32,000	32,000	32,000
35 Total Facility	\$586,873	\$1,184,186	\$2,072,765	\$2,679,898	\$695,307	\$590,118	\$567,513	\$594,276

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## I.S.D. 152 CAPITAL OUTLAY FUND

07-Feb-96

Line #	1993.94 ACTUALS	1994.95 ACTUALS	1995.96 Final Budget	1996.97 PRELIMINARY Budget	1997.98	1998.99	1999.00	2000.01
<b>EQUIPMENT</b>								
36 Technology	23,000	24,662	23,000	23,000	23,000	23,000	23,000	23,000
37 Technology Long-Term	50,813	31,490	30,000	40,000	40,000	40,000	40,000	40,000
38 Interactive Television			70,408	71,816	73,252	73,252	73,252	73,252
39 Replacement of Equip.	10,023		5,000	10,000	10,000	10,000	10,000	10,000
39.1 I. D. Badge System			10,000					
40 Maint./Transportation	13,003	22,099	32,000	21,000	21,000	21,000	21,000	21,000
41 Vehicles	11,994	7,600	7,500	15,000	15,000	15,000	15,000	15,000
42 Media/A.V.	31,998	25,572	27,000	27,000	27,000	27,000	27,000	27,000
43 Media Library	26,245	27,156	26,000	26,000	26,000	26,000	26,000	26,000
44 District-Wide Equip.	81,455	71,008	116,025	90,000	90,000	90,000	90,000	90,000
45 Music	14,615	12,010	12,000	12,000	12,000	12,000	12,000	12,000
46 Building Allocation								
47 Edison	9,365	8,406	8,400	8,400	8,400	8,400	8,400	8,400
48 Probstfield	8,319	7,805	11,445	11,310	11,310	11,250	11,250	11,250
49 Riverside	6,540	9,158	6,150	6,150	6,150	6,150	6,150	6,150
50 Washington	9,359	9,568	10,950	10,800	10,800	10,650	10,500	10,350
51 Robert Asp	11,154	12,050	11,250	11,550	11,550	11,265	11,000	11,000
52 Voyager	3,360	3,593	3,600	3,600	3,600	3,600	3,600	3,600
53 Jr. High	19,820	14,207	16,676	16,695	17,105	17,105	17,105	17,105
53.1 Athletics	1,632	1,497	3,000	3,000	3,000	3,000	3,000	3,000
54 Sr. High	22,477	37,451	25,668	28,203	28,203	30,114	30,114	30,114
54.1 Athletics	6,147	15,438	6,000	6,000	6,000	6,000	6,000	6,000
55 Text Book Adoptions			0	0	0	0	0	0
56 Misc./Donations/Grants	44,276	24,217	2,905					
57 Total Equipment	\$405,594	\$364,987	\$464,977	\$441,524	\$443,370	\$444,786	\$444,371	\$444,221
<b>HEALTH AND SAFETY</b>								
58 Tank Replacement	97,231	29,813						
58.1 Well Monitoring		49,790	65,000					
59 Electrical Retrofit				615,000				
59.1 Fire Code Compliance	224,593	25,812		110,000				
59.2 Life Safety Repairs\Demolition	1,879	264,360	300,000	0				
60 Asbestos Removal\Hazardous Wast	65,068	4,893						
61 Asbestos Loan Payback	76,343	76,343	75,600	75,600	75,600	75,600	75,600	75,600
62 Hazardous Substance Consult	15,044	2,907	32,000	57,000	57,000	57,000	57,000	57,000
63 Hepatitis Vaccination								
64 Health and Safety	\$480,158	\$453,918	\$472,600	\$857,600	\$132,600	\$132,600	\$132,600	\$132,600

## I.S.D. 152 CAPITAL OUTLAY FUND

07-Feb-96

Line #	1993.94 ACTUALS	1994.95 ACTUALS	1995.96 Final Budget	1996.97 PRELIMINARY Budget	1997.98	1998.99	1999.00	2000.01	
65	Total Expenditures	\$1,472,625	\$2,003,091	\$3,010,342	\$3,979,022	\$1,271,277	\$1,167,504	\$1,144,484	\$1,171,097
		+++++	+++++	+++++	+++++	+++++	+++++	+++++	+++++
66	Total Revenue Over Expenditure (Total Expenditure Over Revenue)	\$1,365,159	(\$352,280)	(\$342,691)	(\$1,637,161)	\$651,441	\$620,744	\$633,465	\$606,141
67	Total Ending Fund Balance	\$621,279	\$268,999	(\$73,692)	(\$1,710,853)	(\$1,059,412)	(\$438,669)	\$194,796	\$800,938
		=====	=====	=====	=====	=====	=====	=====	=====

75

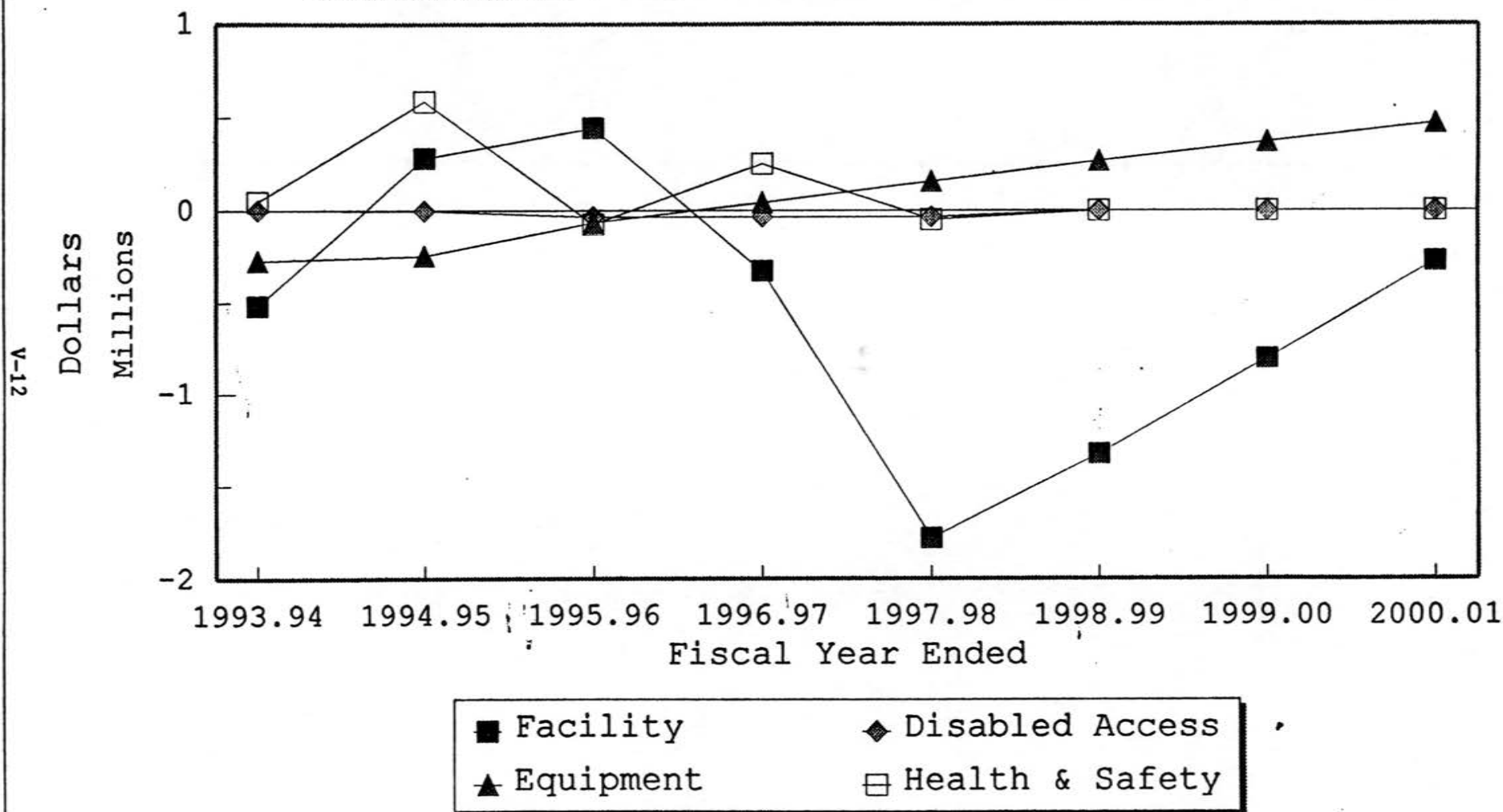
## I.S.D. 152 CAPITAL OUTLAY FUND

07-Feb-96

Line #		1993.94	1994.95	1995.96	1996.97	1997.98	1998.99	1999.00	2000.01
		ACTUALS	ACTUALS	Final	PRELIMINARY				
		Enrollment		Budget	Budget				
67	GRADE								
68	K	499	490	500	478	483	472	472	470
69	1-6	2968	2,992	2912	2903	2877	2,862	2,841	2,853
72	7-12	2398	2,572	2739	2856	2952	2,990	2,965	2,952
		5865	6054	6151	6237	6312	6324	6278	6275
	WADM								
	K	0.53	0.53	0.53	0.53	0.53	0.53	0.53	0.53
	1-6	1.03	1.06	1.06	1.06	1.06	1.06	1.06	1.06
	7-12	1.30	1.30	1.30	1.30	1.25	1.20	1.20	1.20
73	K	264	260	265	253	256	250	250	249
74	1-6	3,057	3,172	3,087	3,077	3,050	3,034	3,011	3,024
77	7-12	3,117	3,344	3,561	3,713	3,690	3,588	3,558	3,542
78		6438.91	6774.82	6912.42	7043.32	6995.61	6871.88	6819.62	6815.68
		95.96	96.97						
79	Facilities Fund	129	126	891,702	887,458	881,447	865,857	859,272	858,776
80	Equipment	75	72	518,432	507,119	503,684	494,775	491,013	490,729

II-A

# Capital Outlay Fund Balance



## CAPITAL OUTLAY 1996-97 - BUILDING, SITE MAINTENANCE PROJECTS

LINE #  
FUND SUMMARY

RUNNING TRACK - SENIOR & JUNIOR HIGH REFURBISH, RESURFACE AND RELINE	100,000
TENNIS COURTS - SENIOR HIGH	15,000
REFURBISH CANOPY - JUNIOR HIGH	30,000
REPLACE GYM TILE - PROBSTFIELD	6,000
RIVERSIDE OFFICE REMODEL	15,000
VOYAGER ENTRANCE REMODEL	20,000
VOYAGER OFFICE REMODEL	3,000
UNDEDICATED CAPITAL OUTLAY	50,000

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TOTAL:	239,000
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19

CAPITAL OUTLAY 1996-97 - EQUIPMENT

MAINTENANCE EQUIPMENT

LINE #  
FUND SUMMARY

Cleaning Equipment 5,000

Grounds Equipment 7,000

TOTAL EQUIPMENT: 12,000 40

MAINTENANCE VEHICLES

Staff Vehicles 15,000

TOTAL VEHICLES: 15,000 41

TRANSPORTATION

Office Equipment 7,000

Shop Equipment 2,000

TOTAL EQUIPMENT 9,000 40

## HEALTH &amp; SAFETY 1996-97

LINE #  
FUND SUMMARY

347 - OSHA COMPLIANCE HAZARDS	15,000	59.2
363 - VOYAGER SATELLITE - DEMOLITION	25,000	59.2
363 - ST. FRANCIS - DEMOLITION	70,000	59.2
349 - DISTRICT WIDE WASTE DISPOSAL	20,000	62.0
352 - HEALTH & SAFETY MANAGEMENT	22,000	62.0
358 - DISTRICT WIDE AHERA	15,000	62.0
358 - ASBESTOS - LOAN REPAYMENT - SR HIGH	60,000	61.0
358 - ASBESTOS - LOAN REPAYMENT - ASP	15,600	61.0
363 - SPRINKLER - SR HIGH FIRE CODE COMPLIANCE	600,000	59.1
363 - DISTRICT WIDE FIRE CODE COMPLIANCE	15,000	59.1

TOTAL

857,600



## PROPERTY SERVICES

## SUMMARY - FIVE YEAR CAPITAL OUTLAY - FACILITIES

	97-98	98-99	99-00	00-01	00-02
SENIOR HIGH	102,700	100,800	60,800	111,200	99,110
JUNIOR HIGH	28,600	4,000	25,000	0	0
ROBERT ASP	48,200	15,600	40,600	15,600	15,600
WASHINGTON	37,200	5,000	4,000	7,000	0
EDISON	5,000	20,000	0	0	0
PROBSTFIELD	17,300	5,000	30,000	0	0
RIVERSIDE	28,300	22,900	4,000	25,000	0
LINCOLN	0	0	0	0	0
MAINTENANCE SHOP	5,000	6,000	0	30,000	4,000
TOWNSITE	0	0	0	0	4,000
EQUIPMENT	25,000	35,000	25,000	25,000	35,000
TOTAL FACILITIES	297,300	214,300	189,400	213,800	157,710

=====

## SENIOR HIGH

## CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
ASBESTOS PAYBACK	60,800	60,800	60,800	60,800	60,800
TUCKPOINTING		40,000			
HOT WATER CONVERTER REPLACE-SPARE	18,000				
DOUBLE GLAZING (*14.6)					7,810
DESTRAT. FANS (*7.4)	3,900				
INSULATE WALLS (*9.7)				50,400	
LOCKER ROOM VENT REC(*15.0)					30,500
BLEACHER REPAIR	20,000				
TOTAL	102,700	100,800	60,800	111,200	99,110

\* YEARS PAYBACK (FROM ENERGY AUDIT)

## JUNIOR HIGH

## CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
ENERGY CONTROLLER	5,000				
TUCKPOINTING			25,000		
VESTIBULES-WEST ENTRY(*8.5)	4,000				
BLEACHER REFURBISH	5,000				
GYM WALL INSULATION(9.8)	14,600				
WATER MAIN SERVICE		4,000			
TOTAL	28,600	4,000	25,000	0	0

\* YEARS PAYBACK (FROM ENERGY AUDIT)

## ROBERT ASP

## CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
ASBESTOS PAYBACK	15,600	15,600	15,600	15,600	15,600
TUCYPOINTING			25,000		
GYM WALL INSULATION(*9.8)	14,600				
ENERGY CONTROLLER	5,000				
WEST ENTRY VESIBULE(*8.5)	4,000				
EAST ENTRY VESIBULE(*8.5)	4,000				
BLEACHER REFURBISH	5,000				
TOTAL	48,200	15,600	40,600	15,600	15,600

\* YEARS PAYBACK (FROM ENERGY AUDIT)

## WASHINGTON

## CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
ENERGY CONTROLLER	5,000				
INSULATE GYM(*9.8)	10,900				
DOOR REPLCE		5,000			
INSULATE GYM(*9.8)	10,900				
INSULATED DOORS(*9.8)	3,400				
BOILER TUBE REPLACE	7,000				
GAS/OIL BURNER CONVERSION				7,000	
WATER MAIN SERVICE			4,000		
TOTAL	37,200	5,000	4,000	7,000	0

\* YEARS PAYBACK (FROM ENERGY AUDIT)

## EDISON

## CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
ENERGY CONTROLLER	5,000				
DOOR REPLACE		5,000			
TUNNEL WALL INSULATION(*8.0)		15,000			
TOTAL	5,000	20,000	0	0	0

\* YEARS PAYBACK (FROM ENERGY AUDIT)

PROBSTFIELD

CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
ENERGY CONTROLLER	5,000				
TUCKPOINTING			26,000		
RECYCLE EXH.. AIR (*8.3)	3,800				
INSULATE GYM(*12.0)	8,500				
DOUBLE GLAZE WINDOWS (KINDERGARTEN AREA)		5,000			
WATER MAIN SERVICE			4,000		
TOTAL	17,300	5,000	30,000	0	0

\* YEARS PAYBACK (FROM ENERGY AUDIT)

## RIVERSIDE

## CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
ENERGY CONTROLLER	5,000				
WINDOW REPLACEMENT	3,000				
INSULATE PIPE TUNNELS(*27.2	12,000				
ENTRANCE-EAST VESIBULE-STORAGE				25,000	
SMALL LOAD BOILER		22,900			
WATER HEATER-GAS	8,300				
WATER MAIN SERVICE			4,000		
TOTAL	28,300	22,900	4,000	25,000	0

\* YEARS PAYBACK (FROM ENERGY AUDIT)



## LINCOLN COMMUNITY EDUCATION CENTER

## CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
TOTAL	0	0	0	0	0

MAINTENANCE SHOP

CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
ENERGY CONTROLLER	5,000				
ASPHALT REPAIR				30,000	
STORAGE SHED		6,000			
WATER MAIN SERVICE					4,000
TOTAL	5,000	6,000	0	30,000	4,000

## TOWNSITE CENTRE

## CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
WATER MAIN SERVICE					4,000
TOTAL	0	0	0	0	4,000

VOYAGER

CAPITOL OUTLAY - FIVE YEAR PLAN

Because the building usage has not been determined, please refer to report from Mr. Bill Cowman of Foss Associates.

## EQUIPMENT

## CAPITAL OUTLAY - FIVE YEAR PLAN

	97-98	98-99	99-00	00-01	00-02
STAFF CAR(S)	15,000	15,000	15,000	15,000	15,000
CLEANING EQUIPMENT	5,000	5,000	5,000	5,000	5,000
GROUNDS EQUIPMENT	5,000	15,000	5,000	5,000	15,000
TOTAL	25,000	35,000	25,000	25,000	35,000

OK:KP  
REVO10396/CAPOUT96-97



# Independent School District No. 152

Townsite Centre - 810 South 4th Avenue

Moorhead, Minnesota 56560

February 5, 1996

B96.235

Mr. Bill Kiesow  
Room 935  
Capital Square Building  
550 Cedar St.  
St. Paul, MN 55101

SUBJECT: Leases - Levy Authority 1996-97 School Year

Dear Mr. Kiesow,

We request these leases to be authorized under Chapter 329, Article 5, Section 14, Leased Building Capital Expenditure Levy.

	<u>Lease Amount</u>	<u>Capital Expenditure</u>
A. Moorhead Sports Center		
*1. Physical Education Extra Curricular	\$ 26,173.00	\$ 20,216.00
2. Outreach Program Weight Training & Wrestling, Activity Space	73,200.00	73,200.00
3. Art Room	36,875.00	36,875.00
4. Activity Area	Included	Included
5. Health Room (Next to Activity Area)	Included	Included
6. Spud Locker Room	Included	Included
B. Actual fit up for Space A, 3, 4, 5 & 6 \$131,877 @ 6.5% for 5 Yrs.	33,496.00	33,496.00
C. Moorhead State University		
1. Track	600.00	600.00
2. Football Field	3,000.00	3,000.00
D. West Central Educational Cooperative Service Unit		
1. Area Learning Center	22,208.18	18,347.80
2. Clay County Coordinated Pre-School Program	16,877.92	16,877.92
3. Administrative Facility	1,000.00	1,000.00

	<u>Lease Amount</u>	<u>Capital Expenditure</u>
E. Concordia College		
1. Track	800.00	800.00
2. Football Field	350.00	350.00
TOTAL	<u>\$214,580.10</u>	<u>\$204,752.72</u>

Thank you.

*Robert Lacher*  
 Robert Lacher  
 Asst. Supt. - Business  
 ISD #152

c.c. Dr. Anderson  
 Robert Jernberg  
 Beth Astrup  
 Orv Kaste  
 Don Hulbert

MEMO #: B96.236

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER *R. Lacher*

DATE: FEBRUARY 5, 1996

SUBJECT: POTENTIAL REVENUE FOR TECHNOLOGY

Refer to '96.'97 Capital Outlay Preliminary Budget.

Page #      Line #

37	Technology Long Term	\$ 40,000.00
38	*Interactive Television:	

<u>YEAR</u>	<u>LEVY</u>	<u>AID</u>		
'96-'97	\$21,618.38	\$61,114.52	\$ 82,732.90	
'95-'96	\$16,015.42	\$33,396.24	\$ 49,411.66	62.50% Pro-ration
'94.'95	\$17,399.99	\$48,087.51	<u>\$ 65,487.50</u>	90.30% Pro-ration
			\$197,632.06	

42	Media AV	\$ 27,000.00
43	Media Library	26,000.00
44	District Wide Equipment	90,000.00
47-54	Building Allocations	105,708.00
	**Textbooks	<u>216,000.00</u>

Potential      \$702,340.00

- \* Must get language acted upon by the legislature  
\*\* Presently have budgeted these expenditures in the General Fund



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## SUMMARY OF PROGRAM ACCESSIBILITY

The following chart is a summary of the level of program accessibility on the day of survey. The Americans with Disabilities Act and Section 504 of the 1973 Rehabilitation Act indicate all *programs* must be accessible, not necessarily all buildings. The District has the option to architecturally upgrade a facility to meet the new construction guidelines for accessibility or relocate the program to another location or site which provides a greater level of accessibility. The success of relocating programs to gain accessibility depends on the availability of other facilities, the level of accessibility in other locations or facilities, and the location and numbers of current individuals with disabilities. The long-range goal should be to make all facilities accessible by creating special accessibility projects or as part of repair, replacement and remodeling.

- Example 1: If a swimming program is located at an inaccessible site, the District can choose to architecturally upgrade the inaccessible facility or relocate the program to another facility which provides a greater level of accessibility.
- Example 2: A computer classroom located on a second floor is not accessible by ramp, lift or elevator. Options to make the program accessible include installing a ramp, lift or elevator or relocating the computer program to a location on the main level which is fully accessible.
- Example 3: The second level of a building is inaccessible. A parent using a wheelchair may not be able to access the second floor conference room to meet with their child's teacher. Relocate the meeting to an accessible level within the building.

It is recommended the District review the summary, and where programs are identified as inaccessible, it is recommended the District develop a plan of action to ensure each program is available to all program participants.

The key for colors used to describe the level of accessibility at each site is as follows:

Green: The program is fully accessible. No additional modifications are necessary.

Yellow: Minimal modifications are necessary to make the program fully accessible. Modifications can typically be completed by staff or are of minimal cost. Examples of typical issues may include:

- restriping accessible parking stalls or installing reserved signage;
- providing accessible door hardware;
- reducing the tension of a door closer;
- beveling a threshold with a piece of wood, metal or concrete;
- lowering fixtures within a toilet room such as a towel dispenser or mirror, installing grab bars, repositioning a toilet paper dispenser, etc.;

Red: The program is significantly inaccessible, requires several accessibility upgrades, or does not exist. Modifications may require special budgeting or the involvement of an outside professional, i.e., architect, contractor, etc.

# SUMMARY OF PROGRAM ACCESSIBILITY

	MHD Senior High	MHD Junior High	Robert Asp	Edison Elementary	Lincoln School	Probstfield Elementary	Riverside Elementary	Voyager School	Washington Elementary	Townsite Centre	Sports Center	Maintenance Garage
Overall Level of Accessibility												
Bus Drop Off	●	●	●			●	●				●	
Parking for Students	●											
Parking for Visitors	●		●	●		●	●			●	●	
Parking for Employees	●		●	●		●	●			●		
Curb Cuts	●		●	●		●	●	●	●	●	●	
Path of Travel to Entrance	●	●	●	●		●	●	●	●	●	●	●
Accessible Entrance	●	●	●	●		●	●	●	●		●	
Access Between Levels	●	●	●				●	●	●	●	●	
Typical Classroom Doors	◐	◐	●	◐	◐	◐		◐				
Typical Other Doors	◐	◐	◐	◐	●	◐		◐		◐	●	
Public Use Toilet Rooms	●	●	◐	●	●	◐	●	●	●	◐	●	
Student Use Toilet Rooms	●	●	◐	●	●		●	●	●			
Children's Toilet Rooms				●			●					
Drinking Fountains	●	◐	◐							●	●	
Pay Telephones			◐				●				●	
Informational/Directional Signage	●		◐	◐	●	●	◐		●			
Permanent Room Signage	●	●	●	●		●	●	●	●	●		●
Visual Alarms	●	●	●	●	●	●	●	●	●	●	●	●
Telecommunication Device for the Deaf	●	●	●	●	●	●	●	●	●	●		
Assistive Listening Device Kit	●	●	●	●	●	●	●	●	●	●		
Main Office Reception Area	●	●	●	●	●	●	●		◐	●	●	
Principal's Office	●	●	●	◐	●	●	●		◐			
Superintendent's Office										●		
School Board Meeting Location										●		
Guidance Counselor	●	◐	●	●		●	◐	●				
Clinic	●	●	●	◐		●	◐	●	●			

# SUMMARY OF PROGRAM ACCESSIBILITY

	MHD Senior High	MHD Junior High	Robert Asp	Edison Elementary	Lincoln School	Probstfield Elementary	Riverside Elementary	Voyager School	Washington Elementary	Townsite Centre	Sports Center	Maintenance Garage
Clinic Toilet Room(s)						●	●	●	●			
Conference/Meeting Room	●		●	●	●					●		
Pre-School												
Kindergarten				●		●	●		●			
First Grade												
Second Grade						●						
Third Grade						●						
Fourth Grade												
Fifth Grade			●									
Sixth Grade			●									
Art		●									●	
Band	●											
Business Education												
Chapter 1						●		●		●		
Chorus/Music	●	●	●	●				●	●			
Computer		●	●			●						
Drama												
English Language Arts												
Health	●											
Industrial Arts		●										
Media Center/Library	●	●	●	●			●	●	●			
Math												
Science - Instructional												
Science - Lab												
Social Studies												
English as a Second Language												
Cafeteria - Entrance	●	●	●	●		●	●	●	●			

# SUMMARY OF PROGRAM ACCESSIBILITY

	MHD Senior High	MHD Junior High	Robert Asp	Edison Elementary	Lincoln School	Probstfield Elementary	Riverside Elementary	Voyager School	Washington Elementary	Townsite Centre	Sports Center	Maintenance Garage
Cafeteria - Serving Lane	●	◐	●	●		●	●	●	●			
Auditorium - Ticket Counter	●											
Auditorium - Entrance	●											
Auditorium - Access to Stage	●											
Auditorium - Seating	●											
Auditorium - Public Toilet Rooms	●											
Gymnasium - Ticket Counter	●											
Gymnasium - Entrance	●	●	●	●	●	●	◐	●	●			
Gymnasium - Access to Stage							●					
Gymnasium - Seating	●	◐	●									
Gymnasium - Public Toilet Rooms	●	●										
Locker Rooms	◐											
Weight Room		●									●	
Swimming Pool - Entrance	●											
Swimming Pool - Access to Water	●											
Swimming Pool - Spectator Seating	●											
Swimming Pool - Locker Rooms												
Extended Day Care							◐		●			
Alternative School												
Drop-out Prevention												
In-school Suspension		◐										
MCAP												
STEP		◐										
POHI	●											
Early Childhood Family Education					●							
Graduation Ceremonies												
School Dances	●	●										

## SUMMARY OF PROGRAM ACCESSIBILITY

	MHD Senior High	MHD Junior High	Robert Asp	Edison Elementary	Lincoln School	Probstfield Elementary	Riverside Elementary	Voyager School	Washington Elementary	Townsite Centre	Sports Center	Maintenance Garage
Gifted Program			●									
Head Start												
Learning Disabled	●	●	●					●	●			
Psychological Services	●		●							●		
Social Services	●		●							●		
Special Education	●	●	●					●		●		
PTA Meeting Location		●	●	●			●		●			
Resource Room		●	●									
Physical Therapy												
Occupational Therapy				●								
Speech Therapy	●	●	●			●						
Deaf and Hard of Hearing Program	●								●			
Vision Impaired Program	●							●	●			
Teen Parent												
Theater Productions												
TV Production												
Vocational Education												
Adult/Community Education	◐		●	●			◐		●	●		
Girl Scouts/Boy Scouts									●			
Outside Church Organizations												
Outside Group Recreation	◐		●	●				●	●			
Play Equipment												
Stadium - Parking											●	
Stadium - Path of Travel/Entrance											●	
Stadium - Seating											●	
Stadium - Concessions											●	
Stadium - Public Toilet Rooms											●	



# SUMMARY OF PROGRAM ACCESSIBILITY

	MHD Senior High	MHD Junior High	Robert Asp	Edison Elementary	Lincoln School	Probstfield Elementary	Riverside Elementary	Voyager School	Washington Elementary	Townsite Centre	Sports Center	Maintenance Garage
Stadium - Ticket Counter											●	
Ballfields			●	●								
Tennis Courts											●	
Outdoor Basketball Court			◐				●					



FOSS ASSOCIATES  
Architecture Engineering & Interiors

June 26, 1995

Mr. Robert Lacher,  
Assistant Superintendent for Business  
Independent School District No. 152  
810 4th Avenue South  
Moorhead, MN 56560

Re: St. Francis de Sales Convent  
Independent School District No. 152  
Moorhead, Minnesota #9508.02

Dear Mr. Lacher:

As per your request the following represents the estimated cost for upgrading the subject project to meet the current Uniform Building Code, State Fire Marshal report and American with Disabilities requirements:

- |  |               |
|--|---------------|
| 1. Upgrade corridor doors and frames to meet one- hour rated requirements.   | \$ 24,000.00  |
| 2. Modify east/west corridor at the north end of each floor from 36" to 44". | \$ 1,500.00   |
| 3. Add three-stop handicapped accessible hydraulic elevator.                 | \$ 125,000.00 |
| 4. Modify second floor toilet rooms to meet ADA requirements.                | \$ 12,500.00  |
| 5. Add automatic sprinkler system.   | \$ 8,300.00   |

Total cost of upgrades as listed is \$171,300.00. To this amount add \$17,000.00 for A/E fees and \$17,000.00 for contingency. Estimated total project cost is \$205,300.00.

Sincerely,

Foss Associates

By

William Cowman, AIA  
Architect

WC/mp



FOSS ASSOCIATES  
Architecture Engineering & Interiors

April 18, 1995

Mr. Robert Lacher,  
Assistant Superintendent for Business  
Independent School District No. 152  
810 4th Avenue South  
Moorhead, MN 56560

Re: Code Review  
St. Francis De Sales Property  
Independent School District No. 152  
Moorhead, Minnesota #9508.02

Dear Mr. Lacher:

We have researched the 1994 Uniform Building Code and the 1994 Minnesota State Building Code Amendments as they apply to a change in occupancy for buildings on the referenced property. The Voyageur Elementary School is not a part of this review.

Rick Davidson, City of Moorhead Codes Administrator, has inspected the property.

Attached to this letter is a copy of a code research document for each facility. The following is a summary report by building of the major code issues which would need to be addressed.

A. Convent

Architectural:

1. By definition the lower level is considered the First Story; grade levels K-2 cannot be located on the upper level.
2. The occupant load of the building must be maintained at less than 100 occupants. This allows minimum corridor widths of 44". The cross-over corridor (east and west) at the north end is 36". Mr. Davidson noted he would allow this based on multiple options for exiting from the building. He cautioned that the Minnesota State Codes Office might look at this differently.
3. An occupant load of less than 49 per level using the stairs allows for a minimum stair width of 36". The south stair is 48", the north stair is 36".
4. Existing corridors meet the 1-hour rated corridor requirements except for doors and frames.

The existing doors/frames are wood. Mr. Davidson noted that since the doors are solid core, he would accept these doors with the addition of door closers.

5. Accessibility is a code requirement which has major impact on this facility. For the change in use to educational, the School District will be required to bring the building into compliance with accessibility standards. This will require the following:

A. Handicapped accessible elevator serving all levels of the building.



- B. Handicapped accessible toilet facilities. These facilities would best be located on the upper level to take advantage of existing plumbing.

Mechanical:

1. The code requires natural or mechanical ventilation. The two-story facility has openable windows of a size which meet the minimum code requirements. The Chapel has a mechanical ventilation system.

Toilet rooms are mechanical exhaust.

Electrical:

1. The code requires a fire alarm system and egress/exit lighting system. These systems have been installed.

As discussed earlier, Mr. Davidson was unaware that this building was being occupied for educational use. He has indicated to us that he is not going to restrict your use of the building the balance of the 1994-1995 school year. If the School District intends to continue the educational occupancy in the 1995-1996 school year and beyond, Mr. Davidson will require a Certificate of Occupancy for that use. This will require that the School District make improvements necessary to meet the code issues outlined.

**B. Administration**

Architectural:

1. Accessibility is a code requirement which has some impact on this facility for the change in use to educational. The School District will be required to bring the building into compliance with accessibility standards. This will require the following:

A. Accessible ramped building entry/exit.

B. Accessible toilet facilities. This can be a unisex facility.

Mechanical:

1. The code requires natural or mechanical ventilation. The building has openable windows of a size which meet the minimum code requirement.

Toilet rooms are mechanical exhaust.

Electrical:

1. The code requires a fire alarm system and egress/exit lighting system.

**C. Rectory**

Architectural:

1. The main floor by definition is the first story. Based on Type V-N construction, the second story cannot be used for educational occupancy without the addition of an automatic sprinkler

system throughout the building and the addition of two exits direct to the exterior. (An option is to use the upper level for noneducational use.)

2. Accessibility - The main floor can be made accessible by an exterior ramp. Accessible toilet facilities would be required on this level. The upper floor is not required to be accessible with an area less than 3,000 S.F. and an occupant load less than 50.

Mechanical:

1. The code requires a natural or mechanical ventilation system. The openable windows meet the minimum code requirement.

Electrical:

1. A fire alarm system and egress/exit lighting will be required.

D. Church

Architectural:

1. By definition the main level is the first story. The lower level is classified as a basement. Grades K-2 cannot occupy the basement without an automatic sprinkler system installed throughout the building. The basement is required to have an automatic sprinkler system.
2. Existing stair widths are 45" and 48". This restricts the occupancy load to a maximum of 99 per level.
3. Accessibility - This building will require an accessible elevator serving each level except the balcony, and will require accessible toilet facilities on one level.

Mechanical:

1. The code requires a natural or mechanical ventilation system. There is no fan-forced mechanical ventilation system for the sanctuary. Ventilation is natural via openable windows. The lower level has a mechanical ventilation system by an air handling unit. Toilet rooms are mechanical exhaust.

Electrical:

1. A fire alarm system and egress/exit lighting will be required.

Estimated Costs:

Convent:

Elevator	\$125,000.00
Toilet Facilities	12,500.00
Door Closers	3,700.00
Subtotal	\$141,200.00

Mr. Robert Lacher  
Page 4  
April 18, 1995

Administration:

Exterior Ramp	\$ 2,000.00
Fire Alarm and Egress/Exit Lighting	2,000.00
Toilet Facilities	<u>7,500.00</u>
Subtotal	\$ 11,500.00

Rectory:

Exterior Ramp	\$ 2,500.00
Fire Alarm and Egress/Exit Lighting	4,000.00
Toilet Facilities	<u>7,500.00</u>
Subtotal	\$ 14,000.00

Does not include structural changes to accommodate standard classroom size.

Church:

Elevator	\$125,000.00
Toilet Facilities	12,500.00
Fire Alarm and Egress/Exit Lighting	<u>14,000.00</u>
Subtotal	\$151,500.00

Does not include remodeling cost to subdivide existing floor area into standard classrooms.

Summary:

Convent	\$141,200.00
Administration	11,500.00
Rectory	14,000.00
Church	<u>151,500.00</u>
Total	\$318,200.00

Contingency (10%)	<u>\$ 32,000.00</u>
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Total Estimated Construction Cost	\$350,200.00
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(The estimated costs are for construction only; does not include fees for professional services.)

Sincerely,

Foss Associates

By 

William Cowman, AIA  
Architect

WC/lr

Attachments



FOSS ASSOCIATES  
Architecture Engineering & Interiors

March 28, 1995

Moorhead Schools

Evaluation of Convent

Existing Area:

Ground Level	750 S.F.	
Lower Level	2,700 S.F.	(First Story)
Upper Level	2,700 S.F.	(Second Story)
Total	6,150 S.F.	

Existing Construction:

Roof	-	Wood
Floor	-	Steel Joist, Deck, Concrete
Walls	-	Masonry

Type of Construction:	Two-Story Building	-	V, 1-Hour
	Chapel	-	V, N

Educational Occupancy Requirements

1002      Occupant Load Factor (20 S.F. per Occupant)  
Table 10A

Ground Level:	18
Lower Level:	30
Upper Level:	50
	98

Table 3A      Occupancy Classification

Educational E1 (Building occupancy greater than 50)

305.2.3      Special Provisions

K-2      Cannot be located above or below the first story.

Exception - Automatic sprinkler system throughout allows occupancy of Second Story with two exits directly to the exterior.

220      Definition of First Story.

Existing upper level is approximately 6'-1" above grade. The lower level by definition is the first story.

Table 5B      Allowable Area

E1 - V, 1-Hour      15,700 S.F.

Table 5B Allowable Height

E1 - V, 1-Hour 2 Stories

1003 Exits

Table 10A Minimum of 2 exits with occupant load over 50.

1003.2 Exit Width -  $.3 \times 50 = 15'$   
Minimum exit width is 44"

Existing corridors are 5'-0", main stair width is 48", back stair width is 36".

1017.5 Corridor can be 44" with occupant load less than 100.

1006.2 Stairs

1006.3 Maximum riser height = 7"  
Minimum run = 11"

Appendix Chap 34 Allows minimum run of 9"  
Allows maximum rise of 8"

Existing riser is 7-1/4". Existing run is 11".

1103 Accessibility

1103.1.1 Shall be provided for all occupancies.

This facility would require a handicapped accessible elevator.

1105 Facility Accessibility

Toilets  
Drinking fountains  
Signage

Interior Environment

1202.2 General

Natural ventilation by openable windows with area not less than 1/20 floor area is acceptable.

Upper/lower levels have openable windows. The Chapel has fixed windows and has a mechanical ventilation system.

The toilet rooms have mechanical exhaust systems.

<u>Plumbing Fixtures</u>		
Table A-29-A	100 Occupants	50 Male 50 Female
	<u>Male</u>	<u>Female</u>
	W.C. $\frac{50}{30} = 2$	W.C. $\frac{50}{25} = 2$
	Lav $\frac{50}{35} = 2$	Lav $\frac{50}{35} = 2$

3405 Change in Use

- 904.2.4.1 Group E1 Occupancies require automatic sprinkler system throughout--not required under 20,000 S.F.
- 904.2.4.2 Basements require automatic sprinkler system (by definition lower level is first story).



FOSS ASSOCIATES  
Architecture Engineering & Interiors

March 28, 1995

Moorhead Schools

Evaluation of Administrative Building

Existing Area:  
Main Level: 1,150 S.F.

Existing Construction:  
Wood Frame

Type of Construction: VN

Educational Occupancy Requirements

1002 Building is used as the Library.  
Table 10A Occupancy Load Factor (20 S.F./Occupant)  
Main Level:  $\frac{1,150 \text{ S.F.}}{20 \text{ S.F.}} = 58$

Table 3A Occupancy Classification  
Educational E1 (Building occupancy greater than 50)

Table 5B Allowable Area  
E1 - VN 9,100 S.F.

1003 Exits  
Table 10A Minimum of 2 exits with occupant load over 50.

1003.2 Minimum exit width is 44"

1103 Accessibility

1103.1.1 Shall be provided for all occupancies.  
Entrance will require ramp. From grade to entry level is 18".

1105 Facility Accessibility  
Toilet facilities - a unisex toilet facility is acceptable  
Drinking fountains  
Signage

Interior Environment

1202.2 Natural ventilation by openable windows with area not less than 1/20 floor area.

Plumbing Fixtures

Table  
A-29-A

58 Occupants      29 Male  
                         29 Female

Male

Female

1 - W.C.  
1 - Lav

1 - W.C.  
1 - Lav

3405 Change in Use

904 Automatic sprinkler system not required.  
Firm alarm, exit/egress lighting are required.





FOSS ASSOCIATES  
Architecture Engineering & Interiors

March 28, 1995

Moorhead Schools

Evaluation of Rectory

Existing Area:

Main Level	1,820 S.F. (First Story)
Upper Level	<u>1,820 S.F.</u>
Total	3,640 S.F.

Existing Construction:

Roof - Wood Frame  
Floor - Wood Frame  
Exterior Walls - Brick Veneer/Wood Frame

Type of Construction: VN

Educational Occupancy Requirements

1002  
Table 10A

Occupant Load (20 S.F. per Occupant)

$$\text{Main Level: } \frac{1,820 \text{ S.F.} \times 80\%}{20} = 73$$

$$\text{Upper Level: } \frac{1,820 \text{ S.F.} \times 80\%}{20} = 73$$

Table 3A

Occupancy Classification

Educational E1 - 50 or more persons through the 12th Grade for more than 12 hours per week.

305.2.3

Special Provisions

- \* K-2 Cannot be located above or below the first story.

Exception - Automatic sprinkler system throughout allows occupancy of 2nd Story with two exits directly to the exterior.

- \* Existing building does not provide two exits to the exterior.

220

Definition of First Story - Main Level is the First Story.

Table 5B

Allowable Area

E1 - VN 9,100 S.F

Table 5B Allowable Height

E1 - VN - Allows One Story

- \* Automatic sprinkler system can be used to allow for additional story. An option is to have noneducational occupancy on the Second Floor.

1003 Exits

Table 10A Education - Minimum of 2 where occupant load is over 50.

- \* Existing Building - 3 exits Main Floor - 1 exit Upper Level. 1 exit 2nd Level is acceptable if occupant load is under 10.

1003.2 Stairs Width =  $.3 \times 73 = 22''$  - Minimum Width  
1006.2 Allowed is 44"

- \* Existing stair would be classified as a winding stair. Does not qualify as an exit stair.

1103 Accessibility

1103.1.1 Shall be provided for all occupancies.

1103.2.2 Exception - Floors above or below accessible levels less than 3,000 S.F. and less than 50 occupants need not be served by an accessible route from an accessible level.

Main Floor can be made accessible by a ramp. Upper floor, under exception rule, is not required to be accessible. Accessible toilet facilities would be required on the Main Level.

1105 Facility Accessibility  
Toilets  
Drinking fountains

Interior Environment

1202.2 General:

Natural by openable windows with area not less than 1/20 of floor area.

(Existing building has no ventilation system.)

Plumbing Fixtures

Table  
A-29-A Education - Use 50 S.F./Occupant

$$\frac{3,640}{50} = 72$$

Male (36)

Female (36)

$$\text{W.C. } \frac{36}{30} = 1.2$$

$$\text{W.C. } \frac{36}{25} = 1.44$$

$$\text{Lav } \frac{36}{35} = 1$$

$$\text{Lav } \frac{36}{35} = 1$$

(A survey of existing facilities is required. Assume toilet facilities would need to be modified/expanded.)

3405

Change in Use

904.2.4.1

Group E1 Occupancies require automatic sprinkler system (not required under 20,000 S.F.)

Fire alarm, egress lighting, emergency lighting are required.



FOSS ASSOCIATES  
Architecture Engineering & Interiors

March 28, 1995

Moorhead Schools

Evaluation of Church Building

Existing Area:

Lower Level	5,400 S.F. (7'-2" Below Grade)
Main Level	5,400 S.F. (5'-0" Above Grade)
Gallery	320 S.F.
Total	11,120 S.F.

Existing Construction:

Main Floor	- Steel Joist 4" Composite Slab
Roof	- Steel Frame/Purlins
Exterior Walls	- Masonry

Type of Construction: III N

Educational Occupancy Requirements

Occupant Load: (20 S.F. per Occupant)

Lower Level	- 150 (Classroom Configuration)
Main Level	- 150 (Classroom Configuration)

Table 3A Occupancy Classification

Education: E1 50 or more persons through 12th Grade for more than 12 hours/week.

305.2.3 Special Provisions

- \* K-2 Cannot be located above or below the first story.

Exception - Automatic sprinkler system throughout allows occupancy of Second Story with two exits directly to the exterior.

220 By definition the Main Level is the First Story. Lower Level is defined as a basement.

Table 5B Allowable Area

505.1.1

E1	- III N - 13,500 S.F. (Can be increased by 50% for
V N	- 9,100 S.F. 2 sides.)

504.5 \* Not required to count basement.

Table 5B Allowable Height

E1 - III N - 1 Story (By definition this building is one-story  
V N - 1 Story plus basement.)

203 \* Basement does not count as a story.

1003 Exits

Table 10A Education - Minimum of 2 where occupant load is over 50.

Stairs

1003.2 Width -  $.3 \times 150 = 45'' = 3'-9''$

1006.2 Existing stairs are 3'-9" and 4'-0".

1017.10 Each exits direct to the exterior.

1006.3 Risers vary from 7" - 7-1/4" (7" maximum).  
Runs are 10" (11" minimum).

1006.7 Landings - Dimension in direction of travel equals stair width (o.k.).  
Front stair connects 3 levels.

1017.8 5'-0" clear width (exception - can be 44" if occupant load is less than 100).  
1017.5

Appendix Minimum run 9".  
Chap. 34 Maximum rise 8".

Accessibility

1103.1.1 Shall be provided for all occupancies.

1103.2.2 Accessible route - Required to all portions of the building. This facility will  
1105 require handicapped accessible elevator and toilet facilities.

Interior Environment

General:

1202.2 Natural. Openable existing openings with an area not less than 1/20 of total floor area.

Mechanical - 15 CFM of outside air per occupant.

\* Existing building has a mechanical ventilation system for the Lower Level. Capacity of the system would need to be checked. The Sanctuary level has no mechanical ventilation system.

Table  
A-29-A

Plumbing Fixtures

Education - Use 50 S.F./Occupant  
Gross area of building is 10,800 S.F. - 50 S.F. = 216 Occupants. \*

Male: W.C.  $\frac{108}{30} = 3.3$

(Elementary) Provide: 2 W.C.  
2 Urinals

Lav  $\frac{108}{35} = 3$  Lavs

Existing: 3 W.C.      Would be adjusted  
3 Urinals      to accommodate  
3 Lavs      accessibility issues.

Female: W.C.  $\frac{108}{25} = 5$

(Elementary) Lavs  $\frac{108}{35} = 3$

Existing: 5 W.C.      Would be adjusted to accommodate  
3 Lavs      accessibility issues.

Mezzanines

507      By standards listed does not need to be counted as a story.

3405      Change in Use

904.2.4.2 \* Group E1 Occupancies - Basement requires automatic sprinkler system.

305.9      Fire alarm system.  
Exit lighting.  
Egress lighting.

712      Usable Space Under Floors

Not required to be enclosed if usable space protected by automatic sprinkler system.



FOSS ASSOCIATES  
Architecture Engineering & Interiors

*Handwritten notes:*  
To: St. Francis De Sales  
Moorhead, MN

January 12, 1994

Mr. Robert Lacher,  
Assistant Superintendent for Business  
Independent School District No. 152  
810 4th Avenue South  
Moorhead, MN 56560

Re: St. Francis De Sales  
804.13th Street North  
Moorhead, Minnesota

Dear Mr. Lacher:

At your request we submit the following estimated cost of demolition for the St. Francis De Sales Church and St. Francis De Sales Convent:

St. Francis De Sales Church	\$45,000 - \$50,000
St. Francis De Sales Convent	\$12,000 - \$15,000

The estimated costs do not include costs for asbestos removal or potential lead hazard.

Sincerely,

Foss Associates

By *Bill*

William Cowman, AIA  
Architect

WC/lr



FOSS ASSOCIATES  
Architecture Engineering & Interiors

January 31, 1996

**Schematic Cost Estimate**  
**Independent School District No. 152**  
**Moorhead, Minnesota**  
(Costs are based on January, 1997 Bids)

c: Robert Lacher  
Orv Kaste  
Bill Cowman  
Pat DeLaPointe  
Willis Stelter  
Vic Pellerano

**1. Washington Elementary Kitchen**  
**#9001-43**

General	\$ 49,000.00
Mechanical	57,000.00
Electrical	20,000.00
Kitchen Equipment	<u>82,000.00</u>
Subtotal Construction Cost	\$ 208,000.00
Contingency, A/E & Miscellaneous	<u>46,000.00</u>
Total Cost	\$ 254,000.00

**2. Riverside Elementary Kitchen**  
**#9001-99**

General	\$ 41,000.00
Mechanical	65,000.00
Electrical	21,000.00
Kitchen Equipment	<u>71,000.00</u>
Subtotal Construction Cost	\$ 198,000.00
Contingency, A/E & Miscellaneous	<u>44,000.00</u>
Total Cost	\$ 242,000.00

**3. Voyager Elementary Kitchen**  
**#9001-50**

General	\$ 36,000.00
Mechanical	42,000.00
Electrical	30,000.00
Kitchen Equipment	<u>80,000.00</u>
Subtotal Construction Cost	\$ 188,000.00
Contingency, A/E & Miscellaneous	<u>41,000.00</u>
Total Cost	\$ 229,000.00



INDEPENDENT SCHOOL DISTRICT #152  
MOORHEAD, MINNESOTA

# FACILITIES and SITE PLANNING



FEBRUARY 1996

DR. BRUCE R. ANDERSON  
Superintendent of Schools

Robert Jernberg	Dr. John Skinkle	Robert Lacher
Asst. Superintendent - Instruction	Asst. Superintendent-Human Resources	Asst. Superintendent - Business

MOORHEAD PUBLIC SCHOOLS  
FACILITIES/SITE PLANNING

The District's Five Year Educational Plan states "the district will provide facilities as related to educational program needs." The Five Year Plan further lays out the expectation that "adequate instructional space will be provided to meet new and existing programs plus projected enrollment." Towards this end, a site and facility plan is to be developed by June of 1996.

In developing a recommended Facilities/Site Plan, the administration has attempted to address the following four desired outcomes:

- \* Address existing major program, facility & site needs.
- \* Provide equity for all 5th & 6th grade students in programs, facilities & sites.
- \* Provide an efficient & effective means for utilizing our resources.
- \* Present a plan which provides for flexibility, for future needs.

In summary, the recommendation reflects a short range (two years), middle range (five plus years) and a long range planning process. The master plan matrix which follows reflects the recommendations during each phase.


Long range planning will be impacted by demographics, legislation, and program needs. Early in the new century, planning could occur related to the appropriateness of a new campus on one of the two sites the district owns or another site to be identified.

The remainder of this document will include the following:

- \* The Moorhead Public School Facilities/Site Master Plan recommendation.
- \* A more detailed cost analysis estimate for the Asp Addition.
- \* A concept drawing of the addition to give a picture for discussion & review. This is intended as a concept not a design drawing. It basically notes where on the building the addition would be most appropriate and provides a picture of flexibility in instructional delivery.
- \* A proposed time schedule for action.

MASTERPLAN  
INDEPENDENT SCHOOL DISTRICT NO. 152  
MOORHEAD, MINNESOTA

122

Facility/Program	Recommendation 1996 - 1997 Short Range	Recommendation 1997 - 1998 Range	Recommendation 1998 - 2002 Middle Range	Recommendation Revised Long- Range Plan
Robert Asp	Program/design/start construction for an addition to accommodate all Grade 5 and 6 programs.	Complete construction, fit up and orientation of new space start of Fall term.	Continue existing programs	
Cost	\$ 82,000	\$1,931,000-\$2,109,000	---	
MCAP/Plus	Remain at Townsite Centre (no upgrade). Study options for relocation.	Remain at Townsite or relocate to Voyager or relocate to Sports Center.	To be determined.	
Cost	---	\$ 0 - \$ 241,500	---	
Outreach	Remain at Sports Center. Study options for relocation.	Remain at Sports Center. Study options for relocation.	To be determined.	
Cost	---	---	---	
Voyager	Remain 4-section 5-6 program. Study options for reuse of building.	Relocate 5-6 program to Robert Asp. Lease/study future use.	To be determined.	
Cost	---	---	---	
North Campus		Site master plan.		
Cost	---	\$ 150,000 - \$ 400,000	---	
Convent	Remain through 1995-1996 school year.	Raze.		
Cost	---	\$ 12,000 - \$ 25,000	---	
St. Francis Church	Lease/study future use.	Lease/study future use or raze.	To be determined.	
Cost	---	\$ 0 - \$ 70,000	---	
Rectory	Present use/lease.	Present use/lease.	Present use/lease.	
Cost	---	---	---	
Total Cost	\$ 82,000	\$2,093,000-\$2,845,500	---	



FOSS ASSOCIATES  
Architecture Engineering & Interiors

February 6, 1996

MASTERPLAN STUDY  
INDEPENDENT SCHOOL DISTRICT NO. 152  
MOORHEAD, MINNESOTA

Robert Asp School

Scope:

Expand Robert Asp School to accommodate Grades 5 - 6 (four sections/grade, 231 students) from Voyager Elementary.

- Present enrollment Robert Asp - 768 students.
- Proposed enrollment Robert Asp - 1,000 students.

Requirements:

Robert Asp:

- Eight General Classrooms.
- Two Special Services Resource Rooms.
- Multipurpose Gym (42' x 74' game floor).
- Elementary Art program.

Costs:

Robert Asp:

• Classrooms	18,700 SF at \$60.00-\$65.00/SF =	\$ 1,122,000 - \$ 1,215,500
• Remodeling	4,800 SF at \$30.00-\$35.00/SF =	\$ 144,000 - \$ 168,000
• Multipurpose Rm.	6,900 SF at \$50.00-\$55.00/SF =	\$ 345,000 - \$ 379,500
• Kitchen Equipment		= \$ 40,000 - \$ 40,000

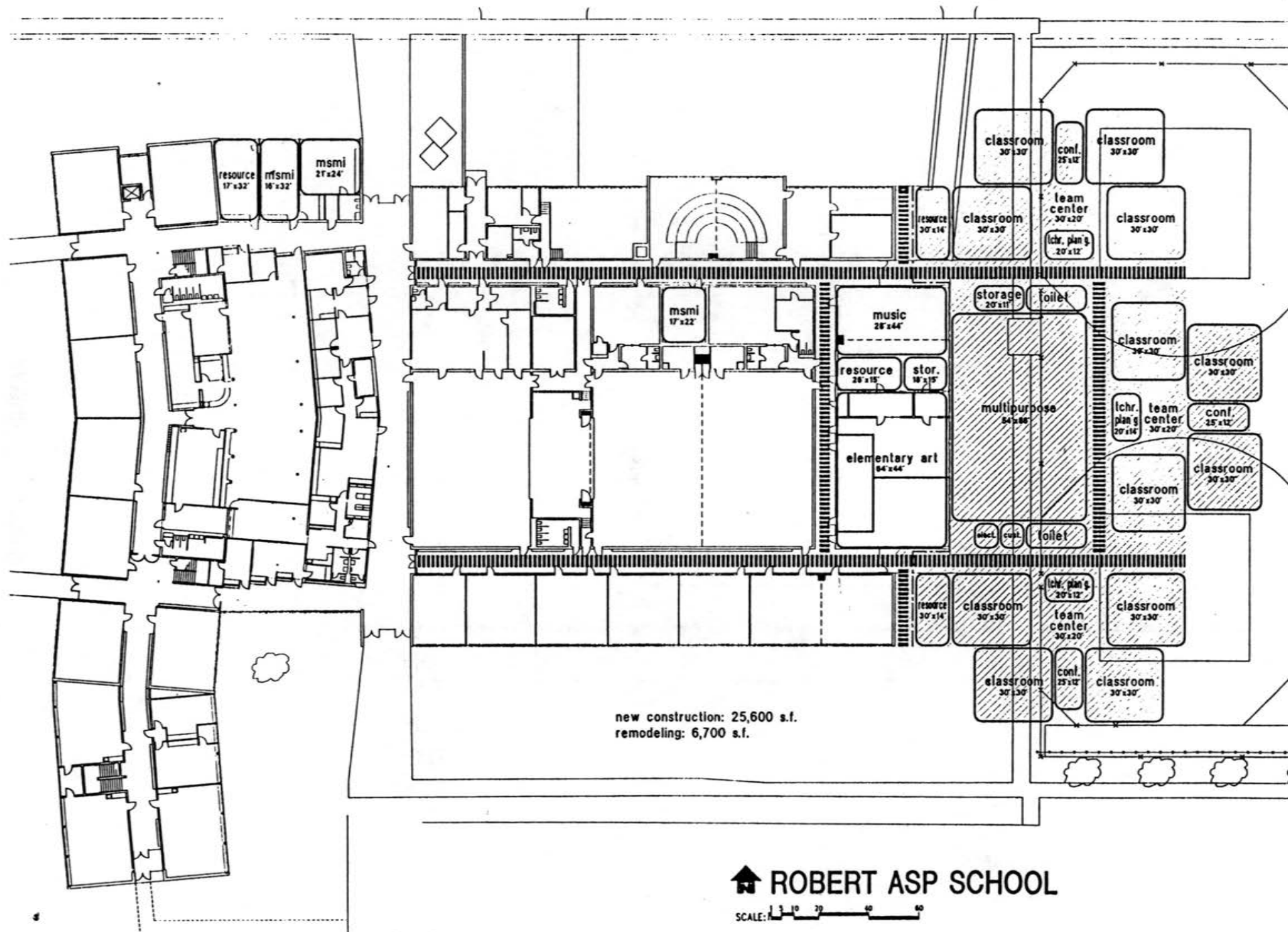
Total Construction Cost = \$ 1,651,000 - \$ 1,803,000

• A/E Fees	=	\$ 111,000 - \$ 122,000
• Printing/Postage	=	\$ 3,000 - \$ 3,000
• Topo Survey	=	\$ 1,000 - \$ 1,000
• Contingency (10%)	=	\$ 165,000 - \$ 180,000

Subtotal Nonconstruction Cost = \$ 280,000 - \$ 306,000

Total Project Cost = \$ 1,931,000 - \$ 2,109,000

Note: State-of-the-art technology upgrades would be included as part of this facility program. Funding for the technology upgrades is subject to possible legislative changes for interactive T.V. resources, and reallocation of other capital resources in the preliminary capital outlay budgets.



ROBERT ASP SCHOOL

SCALE: 1" = 10' 0"

**PROPOSED SCHEDULE  
ROBERT ASP SCHOOL  
INDEPENDENT SCHOOL DISTRICT NO. 152  
MOORHEAD, MINNESOTA**

	March	April	May	June	July	August	Sept.	October
Schematic Design	18	26						
Owner Review								
Design Development		29	7					
Owner Review								
Construction Documents				10	2			
Owner Review								
Bid						29		
Owner Review								
Construction Administration							12 Months	



S-Mg-Bos  
MIN  
2-26-96

REGULAR MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #152  
TOWNSITE CENTRE  
FEBRUARY 26, 1996  
PAGE 1

MEMBERS PRESENT: Jim Cummings, Stacey Foss, Mark Gustafson, Anton "Butch" Hastad, James Hewitt (7:25 p.m.), Carol A. Ladwig, and Bruce R. Anderson.

MEMBERS ABSENT: Bill Cox.

CALL TO ORDER: Chairman Gustafson called the meeting to order at 7:02 p.m. and led everyone in attendance with the Pledge of Allegiance.

PREVIEW OF AGENDA: Superintendent Anderson previewed the agenda noting no changes.

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

"WE ARE PROUD"

\*\*\* Congratulations were expressed to Melody Bober, music teacher at Robert Asp, for having several piano compositions published by the Willis Company, a major music publishing house. Ms. Bober will be appearing at a national music conference in Kansas City where her music will be featured.

\*\*\* Brian Cole, elementary orchestra teacher, and the 130 5th and 6th grade orchestra students were recognized for presenting an "Evening of International Music." The "extravaganza" included dances from a local School of Dance, special oral presentations, several orchestra numbers, and international flags decorating the stage. The music played was inspired from different cultural centers from around the globe.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS

Kurt Koester, 1313 North 12th Street, addressed the Board representing the neighborhood watch groups and expressing the citizen concern for moving the MCAP program to Voyager School. The groups do not think it is feasible to include that program with the Robert Asp/Washington/Voyager campus or in a residential neighborhood, and questioned why the move would be necessary. Koester requested the board pass a resolution stating that relocating the MCAP program to Voyager will never be considered.

Chairman Gustafson stated the current facilities that house the MCAP program do not fit the learning environment needed for the program. He also stated it is his understanding that the Voyager site is not being considered as the location of the program. In response to the request for a resolution to be passed, Gustafson stated he does not want to tie the hands of future Boards by having this Board state "never" to something.

REGULAR MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #152  
TOWNSITE CENTRE  
FEBRUARY 26, 1996  
PAGE 2

Koester asked when decisions would be made in this regard. Gustafson stated the main issue is with the proposed addition to Robert Asp, that is, getting the bids awarded in 1996-97 for construction so Voyager students could begin classes there in 1997-98. After these decisions are made, decisions would focus on what to do with the vacated Voyager building.

Koester requested the Board look for an alternative use for the Voyager site and stated the community is willing to work with the school district to come to conclusion on this issue. He distributed information obtained by the law enforcement center reporting incidents of police activity at Townsite Centre for the MCAP program.

Pete Marinucci, 823 20th Street North, requested the Board pass a resolution assuring that any move of the MCAP program or any program for problem children will be open to public scrutiny before action is taken. He also requested that any action to be taken on this issue be done by the Board and the public be informed.

Gustafson stated that the Board is not a "secret Board" and any decisions made for the Voyager site must and would have formal action of the School Board in order for it to take place.

Bonnie Bruggeman, 812 North 13th Street, asked the Board if the decision to expand Robert Asp was already made, and if so, why the Voyager building cannot be razed and eliminate the possibility of undesirable programs locating there. The District would like to explore options rather than raze a building and in the future find out that the building could have been used for constructive purposes, whether it be for school district or other purposes.

It was asked if the public would be informed as to when decisions are made and Anderson expects the administrative recommendation to be on the March 11. The agendas are public information and the public may request a copy at any time. Agendas are also on display at the Moorhead Public Library.

Hewitt joined the meeting at 7:25 p.m.

CONSENT AGENDA: Hastad moved, seconded by Foss, to approve the following items on the Consent Agenda:

Grant Submission - Approve the submission of the Title I Private Equity Service Funding grant, in the amount of \$12,692.

Tuition Agreement - Approve the tuition agreement with West Fargo Public Schools, in the amount of \$1,863.90.



REGULAR MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #152  
TOWNSITE CENTRE  
FEBRUARY 26, 1996  
PAGE 3

Student Services Agreement - Approve the agreement with Clay County Diversified Services for student assessment and supported/sheltered employment services, in an amount not to exceed \$696.80.

Gifts - Accept the gift of \$2,500 from the Voyager PTAC for the end-of-year trip and the Learning Fair.

Accept the gift of \$500 from the Moorhead Area Education Foundation for the take-home project Science Enrichment with Legos at Robert Asp, and materials from the Science Museum of Minnesota for Riverside.

Grant - Accept the Learn and Serve America grant, in the amount of \$7,000.

Paraprofessional Positions - Approve the proposal to employ two (2) paraprofessionals to serve students with severe multiple disabilities, with a proposed net district cost of \$5,418.81.

New Employees

Kristen Schelinder - ABE Paraprofessional, Community Education, B21 (0) \$8.19 per hour, 20 hours per week, effective February 27, 1996.

Family/Medical Leaves

Debra Booth - Kindergarten Teacher, Probstfield, to begin approximately April 15th and continue through the end of the 1995-96 school year.

Veronica Ochoa - Paraprofessional, Junior High, from February 2, 1996 through March 2, 1996.

Donna Short - Kindergarten Teacher, Washington, from February 14, 1996 for six to eight weeks.

Resignations

Rebecca Hauff - Food Service, Voyager, effective February 29, 1996.

Shane Dallman - MSMI Paraprofessional, Senior High, effective March 5, 1996.

Kay Glaseman - Chapter I Paraprofessional, Edison, effective February 26, 1996.

George Ruiz - MMMI Paraprofessional, Robert Asp, effective March 5, 1996.

Early Retirement

John Ostlie - Guidance Counselor, Junior High, effective at the end of the 1995-96 school year.

Michael Hajostek - Senior High Social Teacher, on leave of absence, effective March 1, 1996.

REGULAR MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #152  
TOWNSITE CENTRE  
FEBRUARY 26, 1996  
PAGE 4

Dale Sylvander - Mechanic, Maintenance Garage, effective April 8, 1996.

Alfred Melting - English Teacher, Senior High, effective at the end of the 1995-96 school year.

COMMITTEE REPORTS: Reports were heard regarding the Goals 2000 and Community Education Advisory Council meetings.

YOUTH HOCKEY ASSOCIATION: Dan Geraghty and Dale Fischer, representatives of the Moorhead Youth Hockey Association, presented a review of a Mighty Ducks grant proposal from the State of Minnesota. The grant would provide \$250,000 towards the construction of another indoor ice facility in Moorhead. The Association has had significant increases in participation over the past three years and the program has had to be backed down to fit the interest. They anticipate continued growth in youth hockey, both boys and girls, along with the possibility of college women teams being organized. They reported the Youth Hockey program could fill two rinks of ice full time (1200 hours).

A public entity must apply for the grant monies so the Association would like to establish a cooperative effort with the city to build the facility and school district would lease space. The Association would provide on-going financial assistance in supporting the facility.

The grant application is due the end of March.

IOWA BASIC SKILLS TEST RESULTS: Jernberg reviewed the test results for the ninth grade test results. The majority of Moorhead students consistently performed above the national average.

Gustafson recessed the meeting at 8:20 p.m.; the meeting reconvened at 8:30 p.m.

1996-97 ANNUAL OPERATIONAL PLAN: The respective supervisors reviewed the Food Service, Transportation, Community Service, Debt Service, and Townsite funds. Food Service is looking at a price increase in 1996-97, Transportation is working through funding transitions, Community Education has a healthy fund balance but may see decreases due to Early Childhood Family Education monies, Debt Service has a small cash reserve that has been used to reduce the levy over the years, and the Townsite fund is performing as planned.

REGULAR MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #152  
TOWNSITE CENTRE  
FEBRUARY 26, 1996  
PAGE 5

TECHNOLOGY PLANNING: Technology Coordinator Jan Buckner reviewed the current technology status and future plans. Buckner reported the next portion of the Technology Plan would be to implement networking. Local area networks (LANs) would be installed in each building. Once LANs are installed, wide area networks (WANs) would be added and finally Internet access made available to all district learners and staff.

The estimated cost to implement networking would be LANs \$843,225.00; WANs \$43,866 for equipment/installation and \$18,508 yearly recurring costs. Internet access costs would be \$15,420 for equipment and installation and up to \$1,200 yearly recurring costs. The total estimate is \$902,511 (one-time costs) and \$18,509 (recurring costs).

The Board noted a policy for student access to inappropriate items on the Internet needs to be developed, that maybe a broader scope should be investigated to handle video, voice, and data transmission, and staff and student expectations and needs must be considered.

RESOLUTION TO DISCONTINUE AND REDUCE PROGRAMS AND POSITIONS: Cummings moved, seconded by Ladwig, to approve the resolution directing administration to make recommendations for reductions in programs and positions and reasons therefore. Motion carried 6-0.

FIRST READING OF POLICIES: Anderson reviewed the policies, Supervision Extended Day (IICA), Student Teachers (LEA), Boundary Exception Requests (JCA), Research Studies (LC), Fund Raising (IGDF), and Activities Travel (DLCA), with the Board. Action will be taken at the next meeting.

Gustafson recessed the meeting at 10:10 p.m.; the meeting reconvened at 10:21 p.m.

CLOSE PUBLIC MEETING: Hastad moved, seconded by Foss, to close the public meeting at 10:21 p.m. for the purpose of conducting the mid-year evaluation of the superintendent. Motion carried 6-0.

REOPEN PUBLIC MEETING: Hewitt moved, seconded by Cummings, to reopen the public meeting at 11:19 p.m. Motion carried 6-0.

ADJOURNMENT: The meeting adjourned at 11:19 p.m.

---

James Hewitt, Clerk

INDEPENDENT SCHOOL DISTRICT #152  
School Board Meeting  
Board Room - Townsite Centre  
810 Fourth Avenue South

February 26, 1996  
7:00 p.m.

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

ATTENDANCE:

Bill Cox \_\_\_\_\_ Anton "Butch" Hastad \_\_\_\_\_  
Jim Cummings \_\_\_\_\_ James Hewitt \_\_\_\_\_  
Stacey Foss \_\_\_\_\_ Carol A. Ladwig \_\_\_\_\_  
Mark Gustafson \_\_\_\_\_ Bruce R. Anderson \_\_\_\_\_

A G E N D A

1. CALL TO ORDER

A. Pledge of Allegiance

B. Preview of Agenda - Dr. Bruce R. Anderson, Superintendent

C. Approval of Meeting Agenda

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Comments \_\_\_\_\_

D. "We Are Proud"

\*\*\* Congratulations to Melody Bober, music teacher at Robert Asp, for having several piano compositions published by the Willis Company, a major music publishing house. Ms. Bober will be appearing at a national music conference in Kansas City where her music will be featured.

\*\*\* We are proud of Brian Cole, elementary orchestra teacher, and the 130 5th and 6th grade orchestra students for presenting an "Evening of International Music." The "extravaganza" included dances from a local School of Dance, special oral presentations, several orchestra numbers, and international flags decorating the stage. The music played was inspired from different cultural centers from around the globe.

E. Matters Presented by Citizens/Other Communications  
(Non-Agenda Items)

S- May-305  
MIN  
2-26-96

2. \*CONSENT AGENDA

All items on the Consent Agenda are considered to be routine, and have been made available to the Board at least two (2) days prior to the meeting; the items will be enacted by one resolution. There will be no separate discussion of these items unless a board member or citizen so requests, in which event that item will be removed from this Agenda and considered under separate resolution. To the extent possible, board member inquiries on consent agenda items are to be made directly to the district administration prior to the time of the meeting.

A. INSTRUCTIONAL MATTERS - Jernberg

- (1) Approval of Grant Submission - Pages 6-10
- (2) Approval of Tuition Agreement - Page 11
- (3) Approval of Student Services Agreement - Pages 12-13
- (4) Acceptance of Gifts - Page 14
- (5) Acceptance of Grant - Pages 15-20
- (6) Approval of Paraprofessional Positions - Pages 21-25

B. BUSINESS AFFAIRS - Lacher

C. PERSONNEL MATTERS - Skinkle

- (1) Approval of New Employees - Page 26
- (2) Approval of Family/Medical Leaves - Page 27
- (3) Acceptance of Resignations - Page 28
- (4) Acceptance of Early Retirement - Page 29

D. ADMINISTRATIVE MATTERS - Anderson

Suggested Resolution: Move to approve the Consent Agenda as presented.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Comments \_\_\_\_\_

3. COMMITTEE REPORTS

4. YOUTH HOCKEY ASSOCIATION - Lacher  
Page 30

Dan Geraghty and John Fischer, representatives of the Youth Hockey Association, will be present to review a grant proposal to the State of Minnesota for construction of an indoor ice facility.

5. IOWA BASIC SKILLS TEST RESULTS - Jernberg  
Pages 31-54

Overview of the test results for the ninth graders from fall testing.

6. 1996-97 ANNUAL OPERATIONAL PLAN - Anderson  
Pages 55-161

Overview of the Food Service, Transportation, Community Service, Debt Service, and Townsite funds.

7. TECHNOLOGY PLANNING - Jernberg  
Pages 162-171

Review of the current technology status and future plans by Jan Buckner, Technology Coordinator.

8. RESOLUTION TO DISCONTINUE AND REDUCE PROGRAMS AND POSITIONS  
- Skinkle Pages 172-174

Suggested Resolution: Move to approve the resolution directing administration to make recommendations for reductions in programs and positions and reasons therefore.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Comments \_\_\_\_\_

9. FIRST READING OF POLICIES - Anderson  
Pages 175-183

Conduct a first reading of the following policies:  
Supervision Extended Day (IICA), Student Teachers (LEA),  
Boundary Exception Requests (JCA), Research Studies (LC),  
Fund Raising (IGDF), and Activities Travel (DLCA).

10. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

11. CLOSE PUBLIC MEETING - Gustafson

Suggested Resolution: Move to close the public meeting at \_\_\_\_\_ p.m. for the purpose of conducting the mid-year evaluation of the superintendent.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Comments \_\_\_\_\_



12. REOPEN PUBLIC MEETING - Gustafson

Suggested Resolution: Move to reopen the public meeting at  
\_\_\_\_\_ p.m.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_  
Comments \_\_\_\_\_

13. ADJOURNMENT

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
School Board	Mon., Feb. 26	7 p.m.	Townsite
Informational Parent Mtg. (re: facilities)	Tues., Feb. 27	7 p.m.	Robert Asp
Informational Parent Mtg. (re: facilities)	Thurs., Feb. 29	7 p.m.	Robert Asp
K-P/T Conferences (classes @ Washington)	Mon., Mar. 4 - Tues., Mar. 5	day	
Precinct Caucus Day (no school-sponsored activities after 6 pm)	Tues., Mar. 5		District- wide
K-12 P/T Conferences	Wed., Mar. 6	3-6 p.m.	
K-12 P/T Conferences	Thurs., Mar. 7	day & evening	
Joint Powers	Thurs., Mar. 7	7 a.m.	Courthouse
K-12 No School	Fri., Mar. 8		
School Board	Mon., Mar. 11	7 p.m.	Townsite
GXC Committee	Tues., Mar. 12	3:45 p.m.	Townsite
LRP Committee	Thurs., Mar. 14	3:45 p.m.	Townsite
Odyssey of the Mind Tournament	Sat., Mar. 16		Senior High
Policy Review	Mon., Mar. 18	7 p.m.	Townsite
CE Advisory Council	Tues., Mar. 19	7 p.m.	Townsite
PER Committee	Thurs., Mar. 21	7 a.m.	Townsite

SCHOOL BOARD AGENDA - February 26, 1996  
PAGE 5

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
SAC Mtg.	Thurs., Mar. 21	7 p.m.	Townsite
End of 3rd Qtr.	Fri., Mar. 22		
Spring CE Classes Begin	Mon., Mar. 25		
School Board	Mon., Mar. 25	7 p.m.	Townsite
GXC Talent Show (ISD #152 staff)	Thurs., Mar. 28	7 p.m.	Senior High Auditorium
K-6 MEEP Day (no classes)	Wed., Apr. 3		
K-6 No Classes	Thurs., Apr. 4		
Spring Break	Fri., Apr. 5		
Snow Make-up Day (K-12 classes held)	Mon., Apr. 8		
School Board	Mon., Apr. 8	7 p.m.	Townsite
School Board	Mon., Apr. 22	7 p.m.	Townsite
Spring Play "Runaways"	Thurs., Apr. 25 - Sun., Apr. 28		Senior High
Prom	Sat., May 4		Senior High
School Board	Mon., May 13	7 p.m.	Townsite
Academic Awards	Sun., May 19	2:30 p.m.	Senior High
Honors Banquet	Sun., May 19	6 p.m.	Concordia
Memorial Day	Mon., May 27		
Last Day for Students	Thurs., May 30		
Last Day for Staff/ Workshops	Fri., May 31		
Graduation	Sun., June 2		




MEMO #: I-96-224  
TO: Dr. Bruce Anderson  
FROM: Bob Jernberg *BJ*  
SUBJECT: Submission of Grant  
DATE: February 16, 1996

Attached is a grant proposal for Title I Private Equity Service Funding. This grant would provide \$12,692 to be used for noninstructional personnel who will assist with computer assistance instruction to serve students identified for Title I services at St. Joseph School.

Suggested Resolution: Move to approve submission of grant as presented.

RMJ/mdm  
Attachment

 <b>Minnesota Children</b>	<b>Office of State &amp; Federal Programs</b> 876 Capitol Square - 550 Cedar St. Paul, MN 55101-2273	<b>IASA TITLE I - APPLICATION FOR PRIVATE EQUITY SERVICES FUNDING</b>	ED-01944-08
			Due: March 1, 1996

**GENERAL INFORMATION AND INSTRUCTIONS:** School districts may use this application to apply for non instructional funds to provide educationally deprived children, who reside in a project area of the LEA and who are enrolled in private, elementary and secondary schools, services and arrangements as will ensure those children's participation on an equitable basis in accordance with the requirements of P.L. 103-382. Return this completed application to the above address by March 1, 1996. All financial information should be maintained under CFDA #84.010.

### IDENTIFICATION INFORMATION

District Name <b>Moorhead Public School District</b>		District Number <b>152</b>		Area
LEA Representative <b>Dr. Bruce Anderson</b>	Title <b>Superintendent</b>	Telephone Number <b>(218) 299-6255</b>	Fax Number <b>(218) 233 -1610</b>	
Mailing Address <b>810 4th Ave. S.</b>	City <b>Moorhead</b>	State <b>MN</b>	Zip Code <b>56560</b>	
Name of Contact Person <b>Pat King</b>	Title <b>Title I Coordinator</b>	Telephone Number <b>(218) 299-6257</b>	Fax Number <b>(218) 233 1610</b>	
Mailing Address <b>810 4th Ave. S.</b>	City <b>Moorhead</b>	State <b>MN</b>	Zip <b>56560</b>	

### FUNDS REQUESTED

FY 1995-96:      \$ 12,692

### FUNDS APPROVED

\$

### LOCAL BOARD OF EDUCATION ACTION

The Local Board of Education of this school district, at a meeting held on February 26, 1996, authorized the undersigned to act as the LEA Representative in filing an Application for Private Equity Services Funding as provided under IASA Title I, P.L. 103-382, for the school year 1996-1997. The LEA Representative will ensure that the school district maintains compliance with the appropriate Federal statutes, regulations, and State procedures currently in effect and will act as the responsible authority in all matters relating to the administration of this application.

Pat King as Contact Person (optional) was also approved.

\_\_\_\_\_  
Signature of LEA Representative

2-26-96

\_\_\_\_\_  
Date

### FOR MINNESOTA DEPARTMENT OF CHILDREN, FAMILIES AND LEARNING USE ONLY

Signature - MCFL Responsible Authority	Date Approved	Final Approval Signature	Date Approved
MCFL Comments:			

IASA TITLE I  
APPLICATION FOR PRIVATE EQUITY SERVICES FUNDING

District Name:

District Number:

TITLE I PARTICIPATION	Provide the total numbers of private schools for F.Y. 1995-1996 (projections). Also provide the numbers of private students who are ELIGIBLE to receive services; and the number who are BEING SERVED.	
	ITEM	NUMBERS
	Total number of private schools in the district	2
	Total number of private schools to be served	1
	Estimated number of private students identified as below grade level based on the district's assessment (3-Probstfield non-qualifying school)	40
	Estimated number of private students ELIGIBLE to receive Title I services (educationally deprived in greatest need)	37
	Estimated number of eligible private students who will BE SERVED	37

INTENDED USE OF FUNDS	Describe how these funds will be used to increase the number of private students served.
	Non-instructional personnel hired with Title I Private Equity Funds through District 152 will monitor students in computer assisted instruction. Students are identified by teacher judgement and Iowa Test of Basic Skills. The level at which they work is determined by the classroom teacher. The non-instructional personnel will give printout feedback to the classroom teacher. The program will continue to utilize the computer and Classworks software to serve students in reading and math.

PROJECT BUDGET SUMMARY		Please call your Area Director if you need assistance completing this page. NOTE: All budget items apply to Finance Dimension 402. All financial information should be maintained under CFDA #84.010.			
LINE NO	UFARS OBJECT CODE	OBJECT ITEM	ORIGINAL BUDGET	REQUESTED BUDGET CHANGE	REVISED TOTAL BUDGET
1	170	Non Instructional Personnel	\$11,232		
2	200	Fringe Benefits	1,460		
3	360	Public Carrier			
4	361	Private Bus Operators			
5	365	District Owned Buses			
6	370	Rentals/Leases			
7	300	Other Purchased Services (Specify)			
8	500	Capital Expenditures * (Needs Documentation)			
9	TOTAL	(Add lines 1 through 8)	\$12,692		

\* Except UFARS Object Code 530

## MCFL BUDGET APPROVAL

This budget has been approved for implementation as described in this application.

\_\_\_\_\_  
Signature - MCFL Official\_\_\_\_\_  
Date

ED-01944-08  
Page 3

PAGE \_\_\_\_\_ OF \_\_\_\_\_

Report each individual expenditure item, including salaries and fringe benefits, by the appropriate specific UFARS Object Code. Provide explicit detail for each expenditure item and enter the quantity where applicable. Please consult with your business office when completing this page. Include any equipment purchased with private equity services funds.

9

**IASA TITLE I  
APPLICATION FOR PRIVATE EQUITY SERVICES FUNDING**

COMPLETE ONE PAGE FOR EACH PARTICIPATING PRIVATE SCHOOL

District Name: Moorhead Independent School Dist. #152	Private School Name: St. Joseph's School
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CONSULTATION PROCESS	In the spaces below, describe the consultation process with the private school.
	<p>The district Title I Coordinator met with the principal of St. Joseph's on February 6 and February 19 to review the program and to assist in setting up the program for 1996-97. Computer Assisted Instruction is the continued desire of St. Joseph's.</p>

**VERIFICATION OF PARTICIPATION**

I hereby verify that I have been consulted by the local public school district which has developed the alternate delivery system and instructional services described in this application. This school will participate in the Title 1 Program.

S. Mary Ann Wilsch, oetB  
Signature - Administrator, Private School

2-19-96

Date

MEMO #: I-96-229

TO: Dr. Bruce Anderson

FROM: Robert Jernberg *RJ*

SUBJECT: Tuition Agreement

DATE: February 20, 1996

The district is in receipt of a tuition agreement from the West Fargo Public School District on a special education student who has been placed in a foster home by county social services.

The total amount of the contact is \$1,863.90. Net cost to our district should be \$966.50 after receiving foundation aids.

There will be no change in the district budget as the net cost will come from existing budgets.

Suggested Resolution: Move to approve the tuition agreement in the amount of \$1,863.90.

RJ:dr

MEMO #: I-96-228

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *RJ*

SUBJECT: Agreement for Assessment of Shelter/  
Supportive Employment for a Student

DATE: February 20, 1996

The administration requests approval of the attached agreement with Clay County Diversified Services for the completion of an assessment of a student for supported/sheltered employment services.

The total cost will not exceed \$696.80 of which state special education aids will amount to \$362.33 and the remaining \$334.47 will be billed to the Minnesota Department of Rehabilitation Services.

Suggested Resolution: Move to approve the agreement with Clay County Diversified Services Inc. as presented.

RMJ/mdm  
Attachment



MOORHEAD INDEPENDENT SCHOOL DISTRICT  
AND  
CLAY COUNTY DIVERSIFIED SERVICES INC.  
CONTRACTUAL AGREEMENT FOR THE 1995-1996 SCHOOL YEAR

This contract entered into this 8th day of January, 1996 by and between Moorhead Independent School District #152 and Clay County Diversified Services Inc., a nonprofit corporation witnesses that:

1. The term of this contractual agreement shall be for a period of twelve months commencing on the 11th day of March 1996, to and including April 30, 1996, for an agreed cost during the full term of the contract agreement as follows:
  - \$34.84 per day for on-site vocational assessment, not to exceed 20 days per assessment not to exceed \$696.80.
  - Transportation of the student to the DSI assessment site is included in the stated per day cost and will be provided by DSI staff.
  - Technical assistance can be provided upon request from Independent School District No. 152.
  - Total cost of the contract will not exceed \$696.80 for the period of time of March 11, 1996 through April 30, 1996.
2. Clay County Diversified Services, Inc. agrees to bill Independent School District No. 152 at the end of the vocational assessment and provided Independent School District No. 152 a written copy of the assessment.
3. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

\_\_\_\_\_  
NAME

\_\_\_\_\_  
NAME

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE



MEMO #: I-96-225  
TO: Dr. Bruce Anderson  
FROM: Bob Jernberg *RJ*  
SUBJECT: Acceptance of Gifts  
DATE: February 16, 1996

The district has received the following gifts:

1. \$2,500 from Voyager PTAC to be used for an end-of-year trip and to offset costs for Voyager Learning Fair.
2. \$500 from Moorhead Area Education Foundation. Robert Asp School will utilize \$375 for Science Enrichment with Legos, a take home problem solving project and Riverside School will utilize \$125 to purchase materials from the Science Museum of Minnesota.

Budget implications are as follows:

	<u>Revenue</u>	<u>Expenditures</u>	<u>Fund Balance</u>
Budget	\$32,147,758	\$31,823,871	\$3,303,934
Donations	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$0</u>
	\$32,150,758	\$31,826,871	\$3,303,934

Suggested Resolution: Move to accept the gifts as presented.

RMJ/mdm

MEMO #: I-96-226  
TO: Dr. Bruce Anderson  
FROM: Bob Jernberg *[Signature]*  
SUBJECT: Acceptance of Grant  
DATE: February 20, 1996

The district has received a Learn and Serve America grant in the amount of \$7,000. This grant will develop and expand youth service and a work-based learning model with the Senior High School Business Department and Science Department's ChemCom class.

The grant will allow students actively involved in environmental and safety issues to select and apply cost effective techniques for business and lab needs of the project. The students will also gain exposure to the world of work through partnerships with community collaborators.

Budget implications are as follows:

	<u>Revenue</u>	<u>Expenditures</u>	<u>Fund Balance</u>
Budget	\$32,150,758	\$31,826,871	\$3,303,934
Grant	<u>\$7,000</u>	<u>\$7,000</u>	<u>\$0</u>
	\$32,157,758	\$31,833,871	\$3,303,934

Suggested Resolution: Move to accept the grant as presented.

RMJ/mdm  
Attachment

## COMBINING SERVICE-LEARNING AND WORK-BASED LEARNING

### Planning Grant Request

1. Summarize your basic idea for linking Service-Learning and Work-Based Learning. State your purpose and goals. Explain why this idea has merit.

Our society is, by necessity, becoming more and more environmentally and safety conscious. There remains, however, an immense gap in actual services/education about environmental and safety concerns and these needs. At the same time, our community has become a very diverse and polarized community. Older adults, people with disabilities, and those who are economically disadvantaged all are in need of developing links to both services in environmental and safety concerns and education about these concerns.

Students involved in this lifework learning program will work with teachers and community partners to assess needs of targeted populations. They will seek to address these community needs by creating and sustaining a non-profit business where assessments, actual testing, and recommendations for individual "clients" are made. Initial areas of work would include water, air, and soil analysis. These kinds of analyses are somewhat available, but they are not readily accessible or affordable.

The goals of the project would be to:

- Engage and motivate students to be actively involved in addressing environmental and safety issues
- Work in effective teams of both chemistry and business students, sharing talents and teaching each other as they work with the community
- Select and apply cost-effective technology to both the business and laboratory needs of this project
- Give authentic meaning to the foundation skills that have been learned in the school environment, including: reading, writing, math, speaking, listening, reasoning, decision making, problem solving, desktop publishing, marketing, administration, accounting, statistical analysis, responsibility, self-esteem, and citizenship.
- Gain exposure to the world of work, job skills required and enable career connections.

This project combines an idea for a Service-Learning project, where Chem Com students would enhance their understanding of chemistry by providing the community with a laboratory for air, water, or soil testing and a Work-Based Learning project where students would develop business skills by forming a business of their own. By combining these 2 projects and connecting the students with each other as well as community partners, elements of both Work-Base Learning and Service-Learning will be naturally synthesized from the experience.

Developmentally appropriate involvement will be insured by:

- Giving students the ability to enroll and participate in this project
- Adequately assessing, orienting, and training students who are participating in the project
- Allowing students to drive the project, building on their own strengths
- Conforming to standards for age appropriate Service-Learning programs that were suggested in the Minnesota 1993 Youth Works Act.
- Building this program off a foundation of Environmental Service-Learning projects developed in all grades K-8.

2. Describe your organization's capacity to succeed with this project. Identify the individuals and organization you intend to involve in the planning process. Include all intended collaborations, even if you have not yet secured their commitment by the time of application.

Moorhead High School will succeed with this project. Committed leadership will play a critical role in that success.

- District personnel are very committed to the development of innovative student centered programs such as this.
- High School administrators have been involved in the planning of this project idea and are encouraging continued involvement of this and other Service-Learning and/or Work-Based Learning projects.
- The community as a whole has begun a process entitled the "Moorhead Healthy Community Initiative" promoting the responsibility of the community to be active partners in the healthy development of our youth. We have already connected with many of the community collaborators and they are anxious to work with and support this project.
- The teachers working on this project were the initiators. They see numerous possibilities for this model and are committed to the project.
- Students will be involved in the leadership team from the beginning.
- Community Education has been an effective partner with the school district in the development of Service-Learning curriculum for 5 years. They are committed to further developments.

Community Partnerships will be an important element for success in this project. Community collaborators for the planning process will include the following groups:

- Students
- Community Education
- Clay County Extension
- Clay County Environmental Services
- City Engineer
- Waste Water Treatment Plan

### Community Partnerships continued...

- Clay County Commissioners
- ASCS Office
- Moorhead State University Science Center
- Concordia College Biology Department
- Moorhead Public Service
- Riverkeepers
- Prairie On-line
- Local News Media
- SCORE
- Clean Water Action Project
- Moorhead Chamber of Commerce

This grant will give staff the time they need to work together, develop community partners, promote youth leadership, investigate community needs, develop a careful program design, and write curriculum which connects the experience with targeted learning components ( includes both training and reflection).

The project has clear and obtainable goals for students, school and the community. The planning time requested will allow us to develop and address established goals and community needs.

This project will build on an already existing commitment by the district to environmental education. Grades K-6 have in place, developed curriculum which incorporates Service-Learning methodology. In addition grades 7 and 8 both are piloting Environmental Service-Learning projects this year.

The district has made a strong commitment to education reform. It is one of the pilot sites for the proposed new Graduation standards. Both Service-Learning and Work-Based Learning are effective and recognized strategies to enable learning, performance assessment and genuine understanding through real-life applications.

The program will naturally target a diverse group of students. Our population base is diverse, and this project will incorporate all students enrolled in these classes. The project will also bring together diverse populations within the community as students connect with economically disadvantaged, older adults or adults with disabilities.

Financial support will be very beneficial in this beginning stage of development. Collaboration, training and writing time will be integral to the success of this project. Some seed money will also be needed to secure beginning supplies and equipment. These needs will be established during the planning process. Once the project is developed, however, the goal is to be self-sufficient.

3. Describe in detail the planning process you will use. Who will lead the process? What are their qualifications? How will you involve young people in planning? You may wish to provide a work plan and/or time-line. Describe what form your plan will take.

This planning process will be lead by the teaching staff for these 2 class areas. Danita Clapp is the business teacher. Her experience includes the following:

- Worked with Senator Quentin Burdick for three years providing administrative support in areas of Health, Education & Welfare, Agriculture, Post Office and Civil service Subcommittee, and Judicial Committee.
- Taught for Moorhead School District since 1977
- Office Education Work Experience Coordinator/Instructor - placed students on the job in the community and coordinated their classroom instruction with the requirements needed for success in their area of employment
- Business Professionals Student Organization Advisor
- Communication Committee, Senior High
- Alternative Scheduling Committee, Senior High
- Technology Committee, Senior High and District Wide
- State Curriculum Writing Team
- Regional Officer for Minnesota Business Education Association
- Department Chair, Business Education Department
- Implemented Elementary Keyboarding Program for ISD #152 in 1983
- Workshop presenter at state and local conferences
- Outcome Based Education Curriculum Writing
- Graduation Rule Curriculum Writing

Jim Westra is the Chemistry teacher involved in this project. His work experience includes the following:

- Has taught for the Moorhead School District for 28 years
- Masters of Science Education (MISCUED) from the University of Utah
- Assistant Director for the National Institute of Health at NODS
- Member of EM, NEST, MST, and Environmental Action Committee for MN
- Appointed as Best Practices Teacher in Science for Region IV.
- Co-director of Clay County Schools Revision of K-12 Science Curriculum in 1994-95
- Environmental Curriculum Writer for Pilot Project
- Revision Writer for Environmental Science Project
- District committee for K-12 Science Revision
- Pilot Site Writer for MN Graduation Standards
- State of Minnesota Writer for Science Standards
- Present member of Watershed Water Testing Committee
- Environmental Assessment Writer for Graduation Standards
- Minnesota Sci-Math Teacher Trainer on the Internet



These 2 teachers will work closely with both the Community Education Service-Learning Coordinator, Anne Larson and the High School Administration.

Young people will be involved in the planning process in 2 key areas.

- Key students will be invited to be part of the planning team. Their input will be critical in designing a project that is relevant to current concerns and the realities of young people.
- Students enrolled in related class subjects this spring will be invited to assist in the planning process by investigating existing programs in the community, and investigating community needs. Students will be involved in developing tools for this assessment, collecting the data, assessing the results, and identifying community needs.

### **TIMELINE**

**December 1995** Lead Teachers will participate in Service-Learning Workshop.

**January 1996** Reevaluate stakeholders and convene times to meet and plan together.  
Seek out existing program models.

**February** Engage students in the process of investigating existing programs and investigating community environmental and safety concerns. Visit appropriate model sites.

**March** Involve students and community partners in analysis of the data collected and choosing appropriate program models based on the analysis. Work with school administration to address transportation, safety, and scheduling concerns.

**April** Evaluate and rewrite goals. Develop an implementation plan.

**May** Identify resources and materials that will be needed to implement the plan. Seek out sources of funding for materials and equipment needed.

**June** Lead teachers will do final planning and curriculum writing.

**September** Implement Plan

4. Provide a budget narrative, describing how grant and matching funds will be spent. Detail the roles of any personnel.

Funds will be used primarily for staff development, planning, coordination and writing time. There will also be costs involved in the collection of some of the data, particularly when students are involved in that process. In addition, there will be a need for initial materials and equipment. Hopefully, this would be seed money for some of those items. The district will support the planning process through the in-kind support of the Service-Learning Coordinator, providing secretarial services and supplies, and providing for other curriculum needs within budget restraints

MEMO #: I-96-231

TO: Dr. Bruce Anderson

FROM: Bob Jernberg

SUBJECT: Approval of Paraprofessional Positions

DATE: February 21, 1996

The district has need to employ two paraprofessionals to serve students with severe multiple disabilities.

Attached is a proposal for these positions. The paraprofessionals will be employed at Moorhead Senior High and George Washington Elementary.

The proposal will add an additional \$4,912 in state reimbursements in the form of special education aid and levy. The total district cost as proposed is \$10,329.84 of which \$5,418.81 was proposed as a net district cost. The budgeted line item will be reduced to eliminate the net district cost. The effect on the budget is as follows:

	<u>Revenue</u>	<u>Expenditures</u>	<u>Fund Balance</u>
Budget	\$32,157,758	\$31,833,871	\$3,303,934
Proposal	<u>\$4,912</u>	<u>\$4,912</u>	<u>\$0</u>
	\$32,162,670	\$31,838,783	\$3,303,934

Suggested Resolution: Move to approve the proposal as presented.

RMJ/mdm  
Attachment



MOORHEAD PUBLIC SCHOOLS  
Moorhead, Minnesota

1995-96 Budget  
(Year)

PROPOSAL FORM

NAME OF BUILDING: Moorhead Senior High & George Washington Elementary

TOPICS OF PROPOSAL: Addition of 2.0 FTE MSMI Paraprofessional

SUBMITTED BY: ☒ Doug Price DATE: 02/20/96

☒ Mary Jo Schmid

☒ Alan Swedberg DATE TO BE IMPLEMENTED:

☐ Robert Jernberg ☐ ASAP February 27, 1996

BUSINESS OFFICE REVIEW WITH COMMENTS ATTACHED:

PERSON RESPONSIBLE TO  
RECOMMEND TO SUPERINTENDENT: Robert M Jernberg

Recommendation (by person responsible):

Approve ☒ Disapprove ☐ Hold ☐ Refer to Cabinet ☐

Date 2/20/97 No added cost to budget - balance not affected

District Mission Statement: To develop the maximum potential of every learner to thrive in a changing world.

Complete a description of your program proposal. All ten (10) areas must be addressed. Information in support of your proposal should be as comprehensive as possible and must support the district philosophy.

1. Describe the proposal for funding.

To employ 1.0 FTE paraprofessional to serve a student who move to Moorhead from Texas. This student is nineteen years of age and has severe multiple disabilities requiring one-on-one services.

To employ 1.0 FTE paraprofessional to serve a student who moved to Moorhead from West Fargo. The student is a pervasive behavior disorder, seizures, bites, and will run away from school without a one on one paraprofessional.

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

The student at Moorhead Senior High School requires the services of a one-on-one paraprofessional for all activities including feeding, utilizing a touch switcher, various range of motion activities, and in positioning. This student also requires assistance of other paraprofessional when toileting.

The student at George Washington Elementary School requires one on one supervision. His behavior in terms of hitting, biting, and the tendency to run away require the assistance of a paraprofessional.

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

If this proposal is not approved, the students needs cannot be met in the areas mentioned above which are required.

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

Given the severity of this students needs which require one-on-one assistance, other staff (OT's, PT's, Speech/Language Therapists) more expensive may need to be rescheduled throughout the district and attempt to dismiss other students receiving services in other buildings who have less severe needs.

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

PROPOSAL FORM:

#1 PERSONNEL	Number requested:	Total cost:	Code to charge:	Reimburse-ment:	Net cost:
--------------	-------------------	-------------	-----------------	-----------------	-----------

Administrators:  
Teachers:  
Clerical:

Paraprofessional: 2.0 FTE 7,223.58 01.200.450.740.00141 \$4,912.03 \$2,311.55  
No. & Hrs./day: 6.5  
Teacher Para:  
Noon Para:

	Total Salaries				\$3,106.26
FRINGE BENEFITS:	Worker's Compensation	X 30%			
	Salary	X .005 =			

SUPPLIES: 0.00

#2 CAPITAL OUTLAY: 0.00

OTHER EXPENSES: 0.00

#3 TOTAL COST \$ 10,329.84 NET DISTRICT COST \$ 5,417.81

Comments on budgetary items:

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

6. Space implications (short/long range).

None.

7. Equity implications.

None.

8. Technology implications.

None.

9. Suggested timelines for implementation.

Immediately after school board approval - February 27, 1996.

10. Who has been involved in this decision?

Doug Price, Mary Jo Schmid, Jackie Migler, Carol Feir, and Al Swedberg

11. Other comments:

None.

MEMORANDUM      P 96.013

TO:            Dr. Bruce Anderson

FROM:         Dr. John Skinkle 

DATE:         February 20, 1996

SUBJECT:      New Employees

The administration requests approval of the employment of the following persons (some salaries based on 1994-1995 salary schedule), subject to satisfactory completion of federal, state and school district statutes and requirements:

Kristen Schelinder - ABE Paraprofessional, Community Education,  
B21 (0) \$8.19 per hour, 20 hours per week,  
effective February 27, 1996.  
(Replace Elizabeth Gomez)

Suggested Resolution: Move to approve the employment as presented.

JDS:sdh

MEMORANDUM P 96.014

TO: Dr. Bruce Anderson  
FROM: Dr. John Skinkle *JDS*  
DATE: February 20, 1996  
SUBJECT: Family/Medical Leave

The administration requests a family/medical leave for the following persons:

Debra Booth - Kindergarten Teacher, Probstfield Elementary, to begin approximately April 15th and continue through the end of the 1995-96 school year.

Veronica Ochoa - Paraprofessional, Junior High, from February 2, 1996 through March 2, 1996.

Donna Short - Kindergarten Teacher, Washington Elementary, from February 14, 1996 for six to eight weeks.

Suggested Resolution: Move to approve the family/medical leave as presented.

JDS:sdh

MEMORANDUM

P 96.015

TO: Dr. Bruce Anderson  
FROM: Dr. John Skinkle *JS*  
DATE: February 20, 1996  
SUBJECT: Resignation of District Employees

The administration requests approval of the resignation of the following persons:

Rebecca Hauff - Food Service, Voyager Elementary, effective February 29, 1996.

Shane Dallman - MSMI Paraprofessional, Senior High, effective March 5, 1996.

Kay Glaseman - Chapter I Paraprofessional, Edison Elementary, effective February 26, 1996.

George Ruiz - MMMI Paraprofessional, Robert Asp, effective March 5, 1996.

Suggested Resolution: Move to accept the resignations as presented.

JDS:sdh

MEMORANDUM      P 96.016

TO:            Dr. Bruce Anderson  
FROM:        Dr. John Skinkle *JS*  
DATE:        February 20, 1996  
SUBJECT:    Early Retirement of District Employee.

The administration requests approval of the early retirement of the following persons:

John Ostlie - Guidance Counselor, Junior High, effective at the end of the 1995-96 school year.

Michael Hajostek - Senior High Social Teacher, on leave of absence, effective March 1, 1996.

Dale Sylvander - Mechanic, Maintenance Garage, effective April 8, 1996.

Alfred Melting - English Teacher, Senior High, effective at the end of the 1995-96 school year.

Suggested Resolution: Move to accept the early retirement as presented.

JDS:sdh



FEB 21 1996

MEMO #: B96.250

MEMO TO: DR. ANDERSON

FROM: R. LACHER 

DATE: FEBRUARY 20, 1996

SUBJECT: Presentation By Moorhead Youth Hockey Association.

The Moorhead Youth Hockey Association is proposing to submit a proposal to the State of Minnesota for a \$250,000 grant to assist in constructing an indoor ice facility.

Mr. Dan Geraghty and Mr. John Fischer will be at the Board Meeting to explain the grant process. We have had a few meetings to discuss how the school district can participate with the Association.

cc Mr. Jernberg  
Mr. Hulbert

MEMO #: I-96-167

TO: Dr. Bruce Anderson

FROM: Bob Jernberg

SUBJECT: Ninth Grade Test Results

DATE: January 3, 1995

Attached are copies of the Group Summary Statistics Report and Group Item Analysis Report for the ninth grade fall testing of the Iowa Test of Basic Skills. You will note that the district scored very well in all tested areas.

I will briefly review these reports with the Board.

RMJ/mdm  
Attachments



## GROUP SUMMARY STATISTICS REPORT

This report is helpful for the curriculum director and/or PER administrator. It provides descriptive statistical information on the group's scores and averages.

There is one page for each administered subtest of the total test battery. Pages are not printed for subtests not administered (if at least one-fourth of students in the group has a non-zero raw score on a subtest, MSTP assumes the subtest was administered).

The left column on each page shows the scores obtained by the students in the group. Also listed for each score is the corresponding local percentile rank (only calculated for groups with at least 10 students) and the grade equivalent: if values for either of these two columns are not printed, then the school requested that the printing of these scores be suppressed. The corresponding national percentile ranks are listed next.

In the middle of the page is the distribution of scores for the group in the nine stanine bands. Each "x" represents 2% of the group. The background shading is the theoretical normal curve.

The top right-hand portion of each page indicates some basic statistics of the scores. The lower right-hand portion of each page graphically displays information similar to the stanine information in the middle of the page, but in terms of "quartiles", that is, 25% would be expected in each of the four quartiles. By adding your group's first two percentages and next two percentages, you can quickly determine what percentage of your group is in the lower half or upper half.

The second to last page provides an overall summary of the group's averages on each of the subtests using the most current norms. The top graph was designed with the intent to provide a "cut and paste" graphic for including in PER reports and it indicates the group's median scores and the corresponding national percentile ranks. The graphs at the bottom provide comparison information with MSTP User-Norm data from the previous year. Differences from these averages are highlighted.

The last page provides an indication of what the group's averages would have been on the previous set of national norms. This is helpful if your school is monitoring averages over time since it provides the opportunity for comparing the averages from one year to the next even if the norms have been updated.

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IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
- Complete Battery -  
Form K: Level 15

MOORHEAD SENIOR HIGH SCHOOL  
Grade: 9 School Code: 0425300  
Testing Date: September 1995  
Page: 1

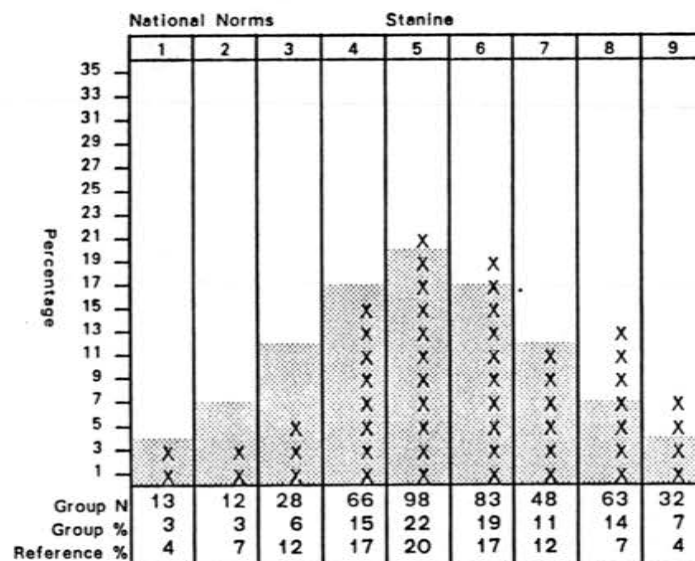
== GROUP SUMMARY STATISTICS REPORT ==

Reading Vocabulary

Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

Group Local Grade National  
Freq. P.R. Equiv Pct Rank

	332-335	4	99	99
	328-331	10	99	99
	324-327	0		99
	320-323	6	97	99
	316-319	0		98
	312-315	8	95	98
	308-311	0		97
	304-307	4	93	96
	300-303	14	92	95
	296-299	11	89	93
	292-295	8	86	92
	288-291	30	83	90
	284-287	13	78	87
	280-283	18	75	84
	276-279	17	71	79
S	272-275	33	66	75
T	268-271	13	59	70
A	264-267	22	55	66
N	260-263	32	50	60
D	256-259	18	43	55
A	252-255	51	36	50
R	248-251	12	30	45
D	244-247	19	27	40
	240-243	23	23	36
S	236-239	0		32
C	232-235	14	15	28
O	228-231	10	13	24
R	224-227	9	12	20
E	220-223	0		18
	216-219	10	9	15
	212-215	0		12
	208-211	9	7	10
	204-207	0		8
	200-203	8	5	7
	196-199	0		6
	192-195	4	3	5
	188-191	1	3	4
	184-187	0		3
	180-183	4	3	2
	176-179	0		1
	172-175	2	1	1
	168-171	3	1	1
	164-167	0		1
	160-163	1	1	1
	156-159	1	1	1
	152-155	0		1
	149-151	1	1	1



Standard Score  
Group National

Group N = 443 --  
Mean = 262.0 n/a  
Stand. Dev. = 32.1 n/a

90th Percentile = 302 290  
75th Percentile = 282 274  
50th Median = 263 254  
25th Percentile = 244 231  
10th Percentile = 224 210

Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1	1
1-25	25%	14%
26-50	25%	20%
51-75	25%	33%
76-99	25%	32%

Grade Equivalent scores suppressed for this group



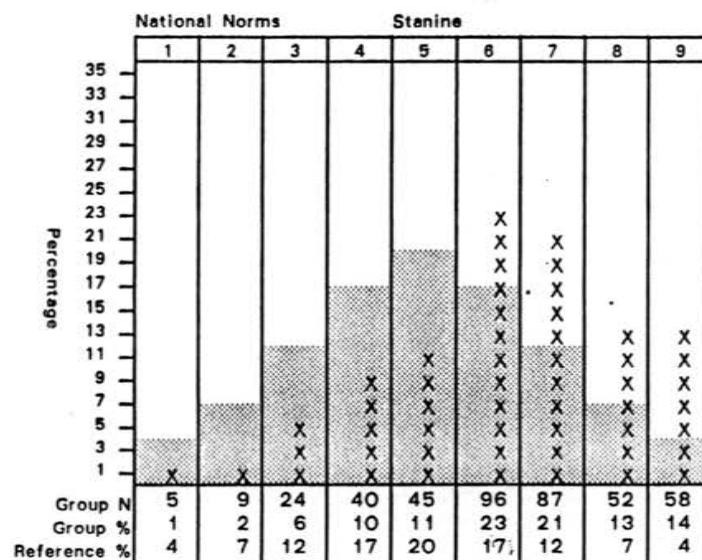
== GROUP SUMMARY STATISTICS REPORT ==

Reading Content Area

Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

Group Local Grade National  
Freq. P.R. Equiv Pct Rank

	349-353	12	99	99
	344-348	7	96	99
	339-343	6	94	99
	334-338	16	92	98
	329-333	10	90	97
	324-328	7	88	96
	319-323	11	85	94
	314-318	12	82	93
	309-313	20	78	91
	304-308	21	74	89
	299-303	22	69	87
	294-298	11	64	84
S	289-293	27	60	81
T	284-288	15	54	78
A	279-283	20	50	74
N	274-278	39	43	70
D	269-273	10	37	66
A	264-268	14	35	62
R	259-263	24	30	58
D	254-258	15	26	53
	249-253	6	23	48
S	244-248	13	20	43
C	239-243	12	18	39
O	234-238	8	15	35
R	229-233	6	13	32
E	224-228	8	11	28
	219-223	6	9	25
	214-218	7	8	22
	209-213	8	7	19
	204-208	2	6	16
	199-203	0		14
	194-198	7	4	12
	189-193	6	3	10
	184-188	0		8
	179-183	2	1	6
	174-178	1	1	4
	169-173	1	1	3
	164-168	2	1	1
	159-163	2	1	1



Standard Score  
Group National

Group N =	416	--
Mean =	279.3	n/a
Stand. Dev. =	40.8	n/a
90th Percentile =	330	309
75th Percentile =	308	283
50th Median =	281	253
25th Percentile =	257	222
10th Percentile =	223	192

Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1	1
1-25	25%	9%
26-50	25%	14%
51-75	25%	29%
76-99	25%	47%

Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group

Grade Equivalent scores suppressed for this group

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IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
- Complete Battery -  
Form K: Level 15

MOORHEAD SENIOR HIGH SCHOOL  
Grade: 9 School Code: 0425300  
Testing Date: September 1995  
Page: 3

== GROUP SUMMARY STATISTICS REPORT ==

Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

Group Local Grade National  
Freq. P.R. Equiv Pct Rank

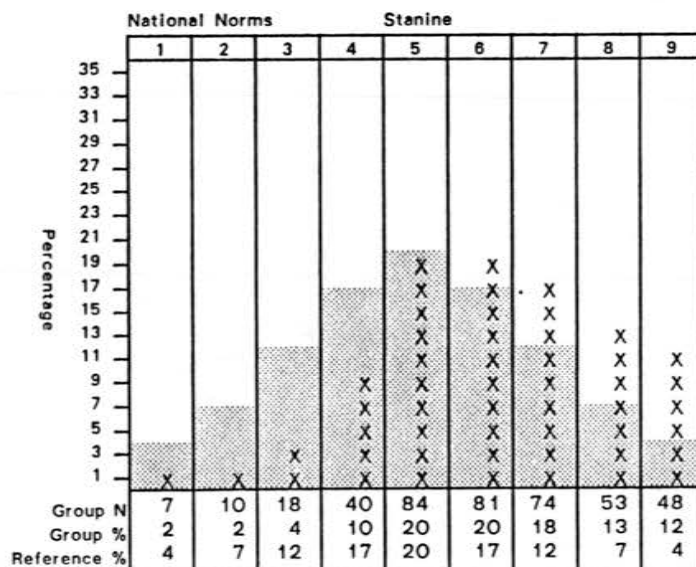
	341-344	3	99	99
	337-340	4	99	99
	333-336	4	98	99
	329-332	3	97	99
	325-328	8	96	99
	321-324	7	94	99
	317-320	10	92	98
	313-316	3	90	97
	309-312	12	89	95
	305-308	16	85	94
	301-304	16	82	92
	297-300	12	78	90
	293-296	13	75	88
	289-292	16	72	85
S	285-288	25	67	82
T	281-284	18	61	79
A	277-280	16	58	76
N	273-276	18	53	72
D	269-272	23	48	68
A	265-268	24	43	64
R	261-264	11	39	60
D	257-260	24	35	56
	253-256	20	29	51
S	249-252	16	25	47
C	245-248	12	21	43
O	241-244	7	19	40
R	237-240	13	17	36
E	233-236	4	14	33
	229-232	7	13	29
	225-228	12	11	26
	221-224	5	9	22
	217-220	6	7	19
	213-216	4	6	16
	209-212	1	6	14
	205-208	5	5	11
	201-204	2	4	9
	197-200	2	3	7
	193-196	5	2	6
	189-192	1	2	4
	185-188	3	2	3
	181-184	1	1	2
	177-180	1	1	1
	173-176	1	1	1
	169-172	1	1	1

Reading Total  
(Composite of Vocabulary and  
Reading Content Area)

Standard Score  
Group National

Group N = 415 --  
Mean = 271.3 n/a  
Stand. Dev. = 34.2 n/a

90th Percentile = 316 299  
75th Percentile = 295 278  
50th Median = 272 254  
25th Percentile = 250 226  
10th Percentile = 226 205

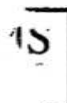


Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group

Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1	1
1-25	25%	11%
26-50	25%	18%
51-75	25%	29%
76-99	25%	42%

Grade Equivalent scores suppressed for this group



IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
- Complete Battery -  
Form K: Level 15

MOORHEAD SENIOR HIGH SCHOOL  
Grade: 9 School Code: 0425300  
Testing Date: September 1995  
Page: 4

== GROUP SUMMARY STATISTICS REPORT ==

Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

Group Local Grade National  
Freq. P.R. Equiv Pct Rank

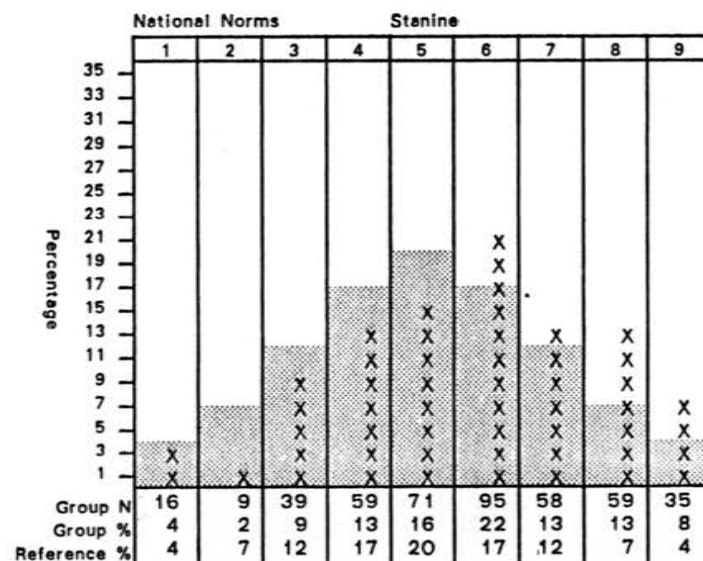
369-373	1	99	99
364-368	2	99	99
359-363	6	98	99
354-358	14	96	99
349-353	12	94	97
344-348	0		96
339-343	19	90	94
334-338	0		92
329-333	18	85	91
324-328	22	82	89
319-323	0		87
314-318	27	75	84
309-313	19	72	82
304-308	0		80
299-303	12	67	78
294-298	35	66	75
S 289-293	0		72
T 284-288	24	53	69
A 279-283	18	51	66
N 274-278	0		64
D 269-273	18	45	61
A 264-268	27	42	58
R 259-263	0		55
D 254-258	10	36	52
249-253	19	35	49
S 244-248	0		45
C 239-243	15	29	42
O 234-238	14	27	39
R 229-233	0		36
E 224-228	20	21	33
219-223	15	20	30
214-218	0		27
209-213	10	16	25
204-208	0		22
199-203	16	12	19
194-198	12	10	16
189-193	0		14
184-188	11	7	12
179-183	0		10
174-178	5	6	8
169-173	0		6
164-168	4	4	5
159-163	1	4	3
154-158	3	3	2
149-153	2	3	1
144-148	0		1
139-143	2	2	1
136-138	8	2	1

Grade Equivalent scores suppressed for this group

Correctness and Appropriateness of Expression  
Advanced Skills

Standard Score  
Group National

Group N =	441	--
Mean =	272.7	n/a
Stand. Dev. =	55.1	n/a
90th Percentile =	341	330
75th Percentile =	317	296
50th Median =	280	253
25th Percentile =	236	212
10th Percentile =	195	182



Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1-25	26-50
1-25	25%	17%
26-50	25%	19%
51-75	25%	30%
76-99	25%	34%

Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group



IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
- Complete Battery -  
Form K: Level 15

MOORHEAD SENIOR HIGH SCHOOL  
Grade: 9 School Code: 0425300  
Testing Date: September 1995  
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== GROUP SUMMARY STATISTICS REPORT ==

Correctness and Appropriateness of Expression  
Total

Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

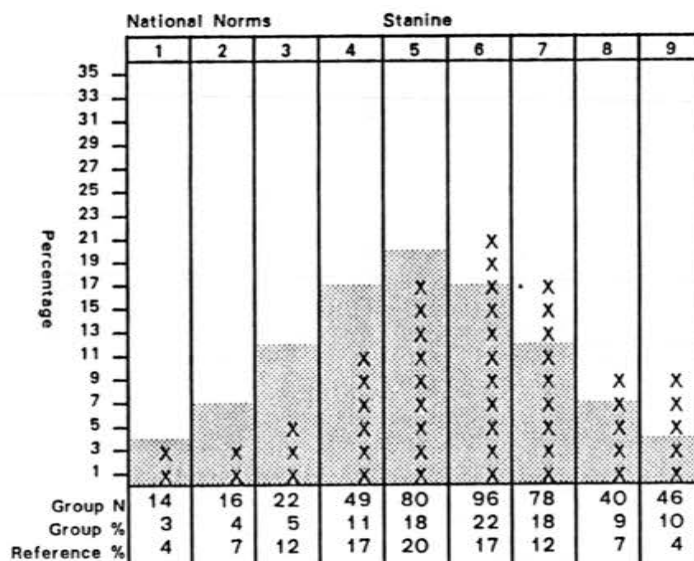
Group Local Grade National  
Freq. P.R. Equiv Pct Rank

S	347-351	7	99	99
T	342-346	7	98	99
A	337-341	5	97	99
N	332-336	5	95	98
D	327-331	22	93	97
A	322-326	14	89	95
R	317-321	13	85	93
D	312-316	13	82	91
S	307-311	16	79	88
C	302-306	14	75	85
O	297-301	28	72	82
R	292-296	20	66	79
E	287-291	15	61	76
	282-286	27	57	73
	277-281	16	52	69
	272-276	16	48	66
	267-271	22	44	62
	262-266	14	40	59
	257-261	9	37	55
	252-256	12	34	51
	247-251	17	31	47
	242-246	15	28	43
	237-241	13	24	39
	232-236	21	21	35
	227-231	12	17	31
	222-226	16	14	27
	217-221	4	12	23
	212-216	5	11	20
	207-211	11	10	16
	202-206	2	7	14
	197-201	7	7	11
	192-196	6	5	8
	187-191	1	4	6
	182-186	2	3	4
	177-181	3	3	2
	172-176	1	2	1
	167-171	0		1
	162-166	0		1
	157-161	1	2	1
	154-156	9	2	1

Standard Score  
Group National

Group N = 441 --  
Mean = 271.5 n/a  
Stand. Dev. = 43.7 n/a

90th Percentile = 327 313  
75th Percentile = 305 288  
50th Median = 278 253  
25th Percentile = 240 222  
10th Percentile = 212 198



Quantile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1	1
1-25	25%	14%
26-50	25%	20%
51-75	25%	26%
76-99	25%	41%

Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group

Grade Equivalent scores suppressed for this group



IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
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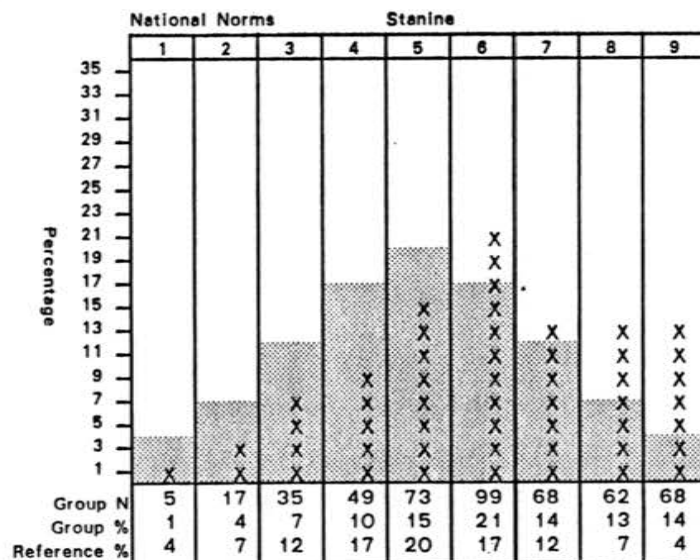
== GROUP SUMMARY STATISTICS REPORT ==

Quantitative Thinking  
Advanced Skills

Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

Group Local Grade National  
Freq. P.R. Equiv Pct Rank

S	347-350	2	99	99
T	343-346	8	99	99
A	339-342	11	97	99
N	335-338	24	95	99
D	331-334	8	91	98
A	327-330	15	88	97
R	323-326	13	85	95
D	319-322	15	82	94
S	315-318	19	79	92
C	311-314	15	76	90
O	307-310	21	73	88
R	303-306	0		85
E	299-302	26	66	83
	295-298	21	62	80
	291-294	26	58	77
	287-290	0		74
	283-286	30	50	71
	279-282	18	47	69
	275-278	0		66
	271-274	25	43	63
	267-270	0		61
	263-266	22	38	57
	259-262	0		55
	255-258	0		52
	251-254	28	30	49
	247-250	0		46
	243-246	0		43
	239-242	23	23	41
	235-238	0		38
	231-234	22	22	35
	227-230	0		32
	223-226	0		29
	219-222	27	15	27
	215-218	0		23
	211-214	15	12	21
	207-210	0		18
	203-206	0		15
	199-202	20	6	12
	195-198	0		10
	191-194	0		8
	187-190	11	3	7
	183-186	0		5
	179-182	6	1	4
	175-178	3	1	3
	171-174	0		2
	167-170	1	1	1
	164-166	1	1	1



Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group

Standard Score  
Group National

Group N =	476	--
Mean =	276.6	n/a
Stand. Dev. =	44.6	n/a
90th Percentile =	332	313
75th Percentile =	311	290
50th Median =	285	254
25th Percentile =	242	219
10th Percentile =	211	197

Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1-25	26-50
1-25	25%	12%
26-50	25%	21%
51-75	25%	20%
76-99	25%	47%

Grade Equivalent scores suppressed for this group

IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
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== GROUP SUMMARY STATISTICS REPORT ==

MOORHEAD SENIOR HIGH SCHOOL  
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Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

Group Local Grade National  
Freq. P.R. Equiv Pct Rank

	346-349	1	99	99
	342-345	3	99	99
	338-341	4	99	99
	334-337	8	98	99
	330-333	23	96	99
	326-329	5	92	99
	322-325	14	90	99
	318-321	23	86	97
	314-317	15	82	95
	310-313	16	78	94
	306-309	11	75	91
	302-305	40	71	89
	298-301	17	65	87
	294-297	22	61	84
	290-293	24	56	81
S	286-289	21	49	79
T	282-285	15	46	75
A	278-281	13	43	72
N	274-277	17	41	69
D	270-273	18	38	65
A	266-269	0		62
R	262-265	20	32	58
D	258-261	21	30	55
	254-257	0		51
S	250-253	24	24	47
C	246-249	0		44
O	242-245	23	19	40
R	238-241	0		37
E	234-237	20	14	34
	230-233	0		30
	226-229	13	11	27
	222-225	0		24
	218-221	14	9	21
	214-217	0		18
	210-213	8	7	15
	206-209	0		12
	202-205	13	5	9
	198-201	0		7
	194-197	5	2	6
	190-193	0		4
	186-189	4	1	3
	182-185	0		2
	178-181	0		1
	174-177	0		1
	170-173	0		1
	166-169	0		1
	165-165	1	1	1

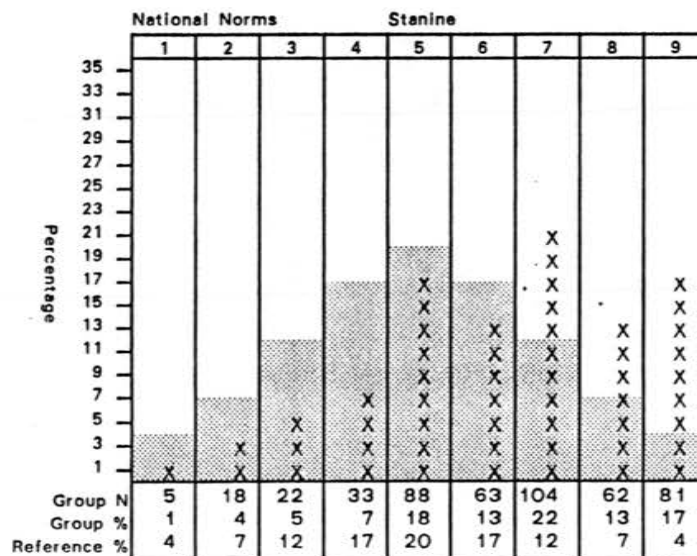
Quantitative Thinking  
Total

Math

Standard Score  
Group National

Group N = 476 --  
Mean = 280.0 n/a  
Stand. Dev. = 37.6 n/a

90th Percentile = 324 306  
75th Percentile = 309 283  
50th Median = 289 255  
25th Percentile = 252 225  
10th Percentile = 227 205



Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group

Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1-25	26-50
1-25	25%	9%
26-50	25%	17%
51-75	25%	19%
76-99	25%	55%

Grade Equivalent scores suppressed for this group

IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
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== GROUP SUMMARY STATISTICS REPORT ==

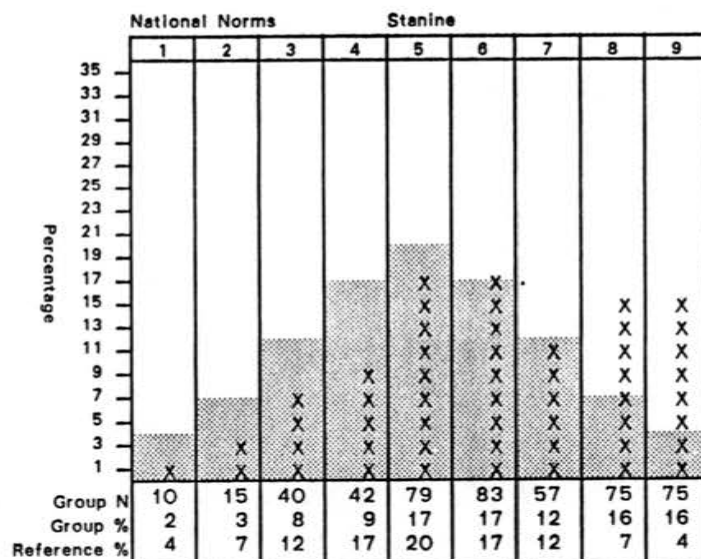
MOORHEAD SENIOR HIGH SCHOOL  
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Literary Materials

Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

Group Local Grade National  
Freq. P.R. Equiv Pct Rank

S	346-350	3	99	99
T	341-345	10	99	99
A	336-340	0	99	99
N	331-335	17	95	99
D	326-330	7	93	99
A	321-325	21	91	99
R	316-320	17	88	98
D	311-315	0		96
S	306-310	22	81	94
C	301-305	15	77	92
C	296-300	21	73	90
O	291-295	41	69	87
R	286-290	12	63	83
D	281-285	21	59	79
A	276-280	28	54	74
N	271-275	28	50	70
D	266-270	14	44	65
A	261-265	22	39	60
R	256-260	31	36	55
D	251-255	13	30	50
S	246-250	13	26	45
C	241-245	13	23	41
C	236-240	27	20	36
O	231-235	4	17	32
R	226-230	11	16	28
D	221-225	0		24
E	216-220	7	13	21
	211-215	14	11	18
	206-210	0		16
	201-205	10	8	14
	196-200	9	7	11
	191-195	0		9
	186-190	11	4	8
	181-185	0		6
	176-180	4	2	4
	171-175	3	2	3
	166-170	2	1	2
	161-165	0		1
	156-160	1	1	1
	151-155	2	1	1
	146-150	1	1	1
	145-145	1	1	1



Standard Score  
Group National

Group N =	476	--
Mean =	270.7	n/a
Stand. Dev. =	41.7	n/a
90th Percentile =	322	298
75th Percentile =	300	279
50th Median =	274	253
25th Percentile =	244	224
10th Percentile =	212	195

Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1-25	26-50
1-25	25%	14%
26-50	25%	17%
51-75	25%	23%
76-99	25%	46%

Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group

Grade Equivalent scores suppressed for this group

IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
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== GROUP SUMMARY STATISTICS REPORT ==

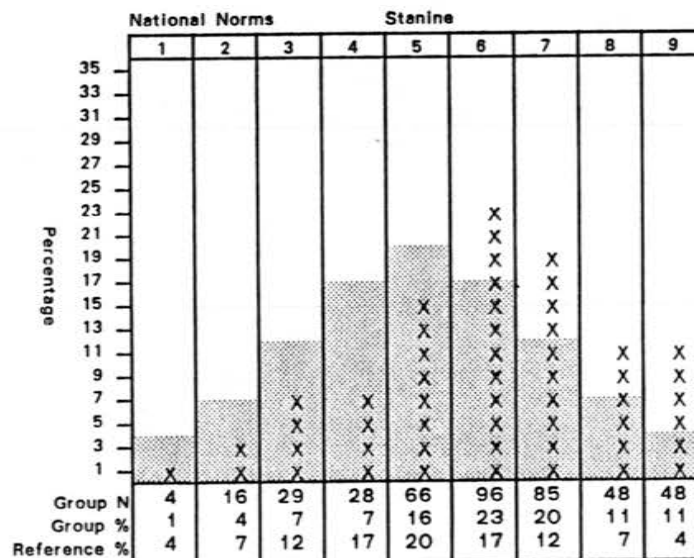
Social Studies

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Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

Group Local Grade National  
Freq. P.R. Equiv Pct Rank

S	352-356	5	99	99
T	347-351	5	99	99
A	342-346	9	97	99
N	337-341	4	95	99
D	332-336	20	92	97
A	327-331	5	90	96
R	322-326	9	88	94
D	317-321	14	84	93
S	312-316	10	82	91
C	307-311	32	78	88
O	302-306	13	72	85
R	297-301	9	69	83
E	292-296	33	64	80
	287-291	29	58	77
	282-286	19	51	74
	277-281	22	47	70
	272-276	13	42	67
	267-271	14	39	63
	262-266	12	35	59
	257-261	17	32	55
	252-256	16	27	51
	247-251	9	24	47
	242-246	12	22	43
	237-241	12	19	39
	232-236	13	17	35
	227-231	5	15	32
	222-226	0		28
	217-221	10	12	24
	212-216	15	10	20
	207-211	10	8	17
	202-206	0		14
	197-201	4	5	12
	192-196	8	5	9
	187-191	7	3	7
	182-186	1	1	5
	177-181	2	1	4
	172-176	0		2
	167-171	0		1
	162-166	1	1	1
	157-161	0		1
	152-156	0		1
	150-151	1	1	1



Standard Score  
Group National

Group N =	420	--
Mean =	276.9	n/a
Stand. Dev. =	41.8	n/a
90th Percentile =	332	313
75th Percentile =	307	286
50th Median =	284	253
25th Percentile =	251	220
10th Percentile =	214	196

Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1	1
1-25	25%	12%
26-50	25%	15%
51-75	25%	27%
76-99	25%	47%

Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group

Grade Equivalent scores suppressed for this group

IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
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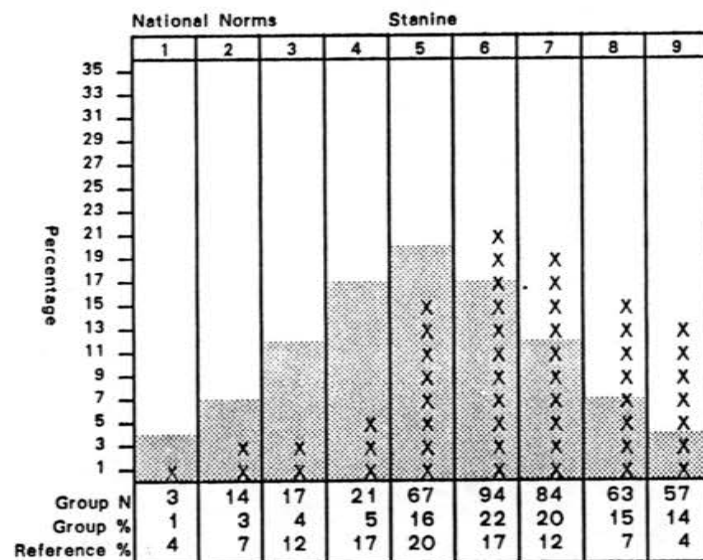
== GROUP SUMMARY STATISTICS REPORT ==

Science

Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

Group Local Grade National  
Freq. P.R. Equiv Pct Rank

S	361-365	4	99	99
T	356-360	3	99	99
A	351-355	7	98	99
N	346-350	4	96	99
D	341-345	4	95	99
A	336-340	24	93	98
R	331-335	11	88	96
D	326-330	12	85	95
S	321-325	23	80	93
C	316-320	13	76	91
O	311-315	25	72	89
R	306-310	16	69	87
E	301-305	17	65	84
	296-300	17	60	82
	291-295	15	55	79
	286-290	22	52	76
	281-285	16	47	73
	276-280	14	43	70
	271-275	32	39	66
	266-270	19	32	62
	261-265	7	28	58
	256-260	25	25	54
	251-255	9	20	50
	246-250	19	17	45
	241-245	7	14	41
	236-240	6	13	36
	231-235	7	12	32
	226-230	0		28
	221-225	8	9	24
	216-220	6	8	21
	211-215	0		18
	206-210	7	7	15
	201-205	0		13
	196-200	4	4	11
	191-195	8	4	8
	186-190	3	2	6
	181-185	0		5
	176-180	3	1	3
	171-175	2	1	2
	167-170	1	1	1



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Standard Score  
Group National

Group N =	420	--
Mean =	284.4	n/a
Stand. Dev. =	41.3	n/a
90th Percentile =	336	315
75th Percentile =	316	286
50th Median =	286	253
25th Percentile =	260	224
10th Percentile =	225	197

Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%
Range Natl Group	1	1
1-25	25%	10%
26-50	25%	11%
51-75	25%	30%
76-99	25%	49%

Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group

Grade Equivalent scores suppressed for this group

IOWA TESTS OF EDUCATIONAL DEVELOPMENT  
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MOORHEAD SENIOR HIGH SCHOOL  
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== GROUP SUMMARY STATISTICS REPORT ==

Frequency Distribution of Scores and  
Percentile Ranks (P.R.)

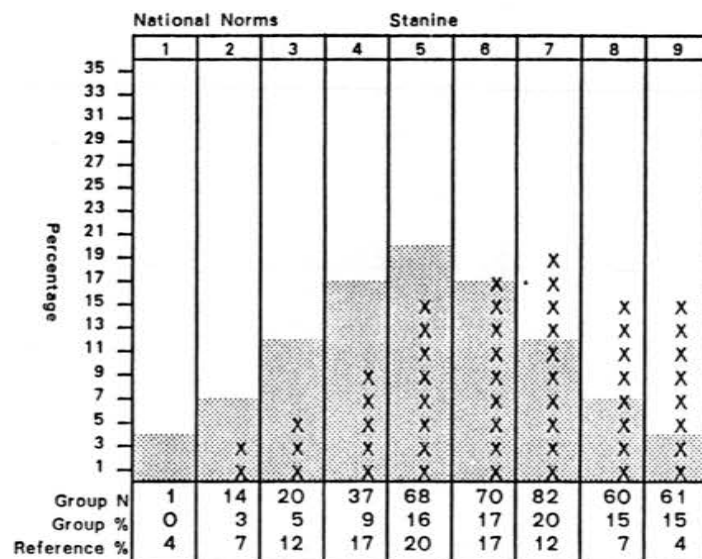
Group Local Grade National  
Freq. P.R. Equiv Pct Rank

	342-345	2	99	99
	338-341	3	99	99
	334-337	4	99	99
	330-333	5	97	99
	326-329	9	96	99
	322-325	12	93	99
	318-321	10	91	98
	314-317	13	88	97
	310-313	13	85	95
	306-309	20	82	93
	302-305	21	76	92
	298-301	12	72	89
S	294-297	16	69	86
T	290-293	22	64	84
A	286-289	24	59	81
N	282-285	26	53	77
D	278-281	15	47	74
A	274-277	18	44	71
R	270-273	11	40	67
D	266-269	11	37	64
	262-265	14	35	60
S	258-261	20	31	56
C	254-257	15	26	52
O	250-253	10	23	48
R	246-249	11	20	44
E	242-245	16	17	40
	238-241	4	14	36
	234-237	9	13	32
	230-233	6	11	28
	226-229	6	9	25
	222-225	7	8	21
	218-221	3	7	18
	214-217	6	6	15
	210-213	2	4	12
	206-209	3	4	10
	202-205	4	3	8
	198-201	6	2	6
	194-197	3	1	4
	190-193	1	1	3

Core Total  
(Composite of Reading Total,  
Expression, and Quantitative Thinking)

Standard Score  
Group National

Group N =	413	--
Mean =	277.2	n/a
Stand. Dev. =	33.6	n/a
90th Percentile =	320	301
75th Percentile =	303	281
50th Median =	282	254
25th Percentile =	255	228
10th Percentile =	230	208



Quartile Comparisons Based on 1992 National Norms

P.R.	25%	50%	
Range Natl Group	1	1	1
1-25	25%	9%	████████
26-50	25%	15%	██████████
51-75	25%	24%	██████████████
76-99	25%	51%	████████████████████

Group N = Number of students obtaining the stanine  
Group % = Percentage distribution in the reporting group  
Reference % = Percentage distribution in normative group

Grade Equivalent scores suppressed for this group



Minnesota Statewide Testing Program  
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University Counseling & Consulting Services  
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IOWA TESTS OF  
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1992 Norms

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== GROUP SUMMARY STATISTICS REPORT ==  
Subtest Medians

	Standard Scores		Percentile Ranks of Group Medians			
	Median	Percentile Rank	1992 National Pupil Norms			
			25	50	75	99
Reading: Vocabulary	263	62				
Reading: Content Area	281	74				
Reading: Total	272	69				
Expression: Advanced Skills	280	66				
Expression: Total	278	69				
Quantitative: Advanced Skills	285	72				
Quantitative: Total	289	80				
Literary Materials	274	71				
Social Studies	284	74				
Science	286	75				
Core Total	282	76				

== Comparison with MSTP User-Norm Averages for 1994-95 ==

	-MSTP User-Norm Averages-		Difference of Group's National Percentile from MSTP User-Norm Averages						
	SS/GE	Percentile	-15	-10	-5	0	+5	+10	+15
Reading: Vocabulary	259/ 9.6	56							
Reading: Content Area	269/10.9	65							
Reading: Total	264/10.4	61							
Expression: Advanced Skills	266/10.5	58							
Expression: Total	265/10.4	59							
Quantitative: Advanced Skills	272/11.2	62							
Quantitative: Total	274/11.6	67							
Literary Materials	263/10.2	60							
Social Studies	269/11.0	63							
Science	277/12.0	69							
Core Total	268/10.9	64							

(Shaded column = Differences not meaningful)





== GROUP SUMMARY STATISTICS REPORT ==  
Subtest Medians

	Form X-8		Percentile Ranks of Group Medians			
	Standard Scores		1988 National Pupil Norms			
	Median	Percentile Rank	25	50	75	99
			!	!	!	!
Vocabulary	15	60				
Correctness of Expression	15	70				
Quantitative Thinking	15	75				
Literary Materials	15	70				
Social Studies	15	71				
Natural Sciences	15	69				

	Form Y-8		Percentile Ranks of Group Medians			
	Standard Scores		1988 National Pupil Norms			
	Median	Percentile Rank	25	50	75	99
			!	!	!	!
Vocabulary	15	60				
Correctness of Expression	15	70				
Quantitative Thinking	15	75				
Literary Materials	15	70				
Social Studies	15	71				
Natural Sciences	15	69				

Note: The previous edition of the ITED did not contain advanced skills scores for Expression and Quantitative and thus they do not appear on this page. Also, the Reading Content Area, Reading Total, and Core Total scores for the current version of ITED-Form K have no equivalent tests in the previous X-8/Y-8 edition. Thus, they do not appear on this page either. Please note that the standard scores for the new ITED-Form K are based on a completely different scaling than the X-8/Y-8 standard scores presented here, so use only the percentile ranks for comparison purposes.





## GROUP ITEM ANALYSIS REPORT

This report is helpful for the curriculum director or principal in discussing results with teachers. It groups items by specific criterion skill area and indicates how the group responded to each alternative.

Each subtest on the battery is listed numerically, in bold face type, and in all capital letters. The group's performance on each subtest is grouped by skill area and these are indicated by bold face in upper and lower case. Each item number is listed, the norm group's percent correct on that item, and how this group responded to the item alternatives. Items comprising the "Advanced Skill" for Quantitative Thinking and Expression subtests are indicated by ">". Items in the Literary Materials, Social Studies, and Science areas that also comprise the "Reading Content Area scale" are indicated by an "RC". Those items in the "Using Sources" and "Evaluating Sources" skill areas in the Sources of Information subtest are indicated with a "US" and "ES", respectively. Bold face percentages followed by an asterisk indicate the correct alternatives.

The "omit" column indicates the percentage of the group that did not respond to the item. This percentage is helpful to determine if some items were too difficult for most of the group, and hence they did not respond. Note there frequently are some items for a test level that usually are not taught until the next grade, so knowledge of the skills and objectives taught at each grade is important. Or if there is a pattern of increasingly high percentages (30% or higher) in the omit column with the later items on a subtest, this would suggest the group is not pacing itself well: the group may need to be more conscious of the time for the specific subtest and they may need encouragement to not dwell on any one item too long.

The column labeled "performance compared to norm group" provides a quick summary of how close the group's average percent correct was to the norm group. When the group had a substantially higher percent correct than the norm group, then "+" or "++" is indicated: if the group's percent correct was substantially less than the norm group, then "-" or "--" is indicated.

The right-hand portion of each page presents, as best possible, clues as to the content of each individual item to have an idea of what is included.



== GROUP ITEM ANALYSIS REPORT ==

Item #: Test item number  
N%: Percentage of National norm group  
answering item correctly: 1992 norms  
>: Indicates advanced skill item  
RC: Indicates item on reading content scale  
US: Indicates using sources skill item  
ES: Indicates evaluating sources skill item  
Asterisk: Correct response option  
Omit: Group percentage with no response  
or multiple responses to item

Comparisons with norm group:  
+ or - : Group percentage 4-6% above or below norm  
group percentage  
++ or --: Group percentage 7% or more above or below  
norm group percentage  
blank: Group percentage within 3% of norm group

1. VOCABULARY

Group Size = 443 Response Percentages Performance Compared to Norm Group

A. Vocabulary: Vocabulary

Item#	N%	1	2	3	4	5	Omit	Natl	
1	61	73*	11	7	7	1		++	Select best synonym
2	74	5	8	81*	4	2		++	Select best synonym
3	65	15	71*	3	6	4	1	+	Select best synonym
4	66	27	1	2	69*	1			Select best synonym
5	69	72*	7	4	14	3			Select best synonym
6	66	4	3	14	9	69*			Select best synonym
7	69	12	62*	9	6	11		--	Select best synonym
8	59	13	2	65*	9	11		+	Select best synonym
9	61	6	8	16	15	56*		-	Select best synonym
10	70	10	4	7	76*	2		+	Select best synonym
11	56	8	9	11	6	66*		++	Select best synonym
12	71	5	5	5	78*	6		++	Select best synonym
13	56	5	16	62*	12	4		+	Select best synonym
14	33	18	7	8	27	39*		+	Select best synonym
15	37	32	3	4	42*	18	1	+	Select best synonym
16	38	6	28	9	11	46*		++	Select best synonym
17	36	6	11	40*	4	37	1	+	Select best synonym
18	41	44*	21	19	14	2	1		Select best synonym
19	42	14	47*	12	13	13	1	+	Select best synonym
20	34	28	4	5	36*	25	1		Select best synonym
21	66	4	14	3	3	76*		++	Select best synonym
22	62	6	67*	16	5	5	1	+	Select best synonym
23	40	31	8	8	49*	3	1	++	Select best synonym
24	56	4	12	72*	9	3	1	++	Select best synonym
25	65	13	76*	3	3	4	1	++	Select best synonym
26	56	67*	5	8	12	7	1	++	Select best synonym
27	28	7	14	38*	13	27	1	++	Select best synonym
28	40	48*	21	13	13	5	1	++	Select best synonym
29	52	6	14	6	9	64*	1	++	Select best synonym
30	34	45*	13	17	8	16	1	++	Select best synonym
31	65	14	6	9	5	64*	1		Select best synonym
32	60	4	11	73*	8	3	1	++	Select best synonym
33	29	17	15	15	21	31*	1		Select best synonym
34	29	12	29*	6	45	6	1		Select best synonym
35	42	15	52*	11	13	8	2	++	Select best synonym
36	40	53*	10	11	6	19	2	++	Select best synonym
37	42	51*	7	9	25	5	2	++	Select best synonym
38	22	19	12	22	24*	20	2		Select best synonym
39	33	36	7	39*	8	8	3	+	Select best synonym
40	35	14	35*	25	10	14	2		Select best synonym

Averages: 50% Average percentage correct for group= 56%



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## 2. LITERARY MATERIALS

Group Size = 476

Response  
Percentages

Performance Compared  
to Norm Group

### A. Literary Materials: Constructing Literal Meaning

Item#	N%	1	2	3	4	Omit	Natl	
RC 1	55	27	64*	6	4		++	Determine factual meaning
RC 4	71	12	75*	7	6		+	Recognize restatement of idea
RC 5	59	6	13	12	68*		++	Determine factual meaning
RC 11	50	16	10	63*	10		++	Determine word meaning in context
RC 28	56	9	70*	8	13	1	++	Determine factual meaning
RC 38	44	60*	9	17	11	4	++	Word meaning in context
RC 42	60	71*	9	8	6	6	++	Recognize restatement of idea
Averages:	56%	Average percentage correct for group= 67%						

### B. Literary Materials: Construct. Non-literal Mean.

Item#	N%	1	2	3	4	Omit	Natl	
RC 27	40	15	28	7	50*		++	Interpret figurative language
RC 31	53	60*	17	12	10	1	++	Interpret figurative language
RC 36	50	11	62*	11	12	3	++	Interpret figurative language
RC 39	36	42*	16	32	5	4	+	Interpret figurative language
Averages:	45%	Average percentage correct for group= 54%						

### C. Literary Materials: Construct. Inferential Mean.

Item#	N%	1	2	3	4	Omit	Natl	
RC 2	45	54*	12	17	17		++	Infer cause and effect
RC 3	58	63*	6	26	4		+	Infer meaning of term
RC 6	61	6	65*	7	23		+	Infer implied meaning
RC 7	58	69*	5	9	16	1	++	Infer relationship
RC 10	59	4	13	70*	12	1	++	Infer relationship
RC 12	57	72*	11	5	11	1	++	Draw conclusion
RC 15	71	4	84*	8	3		++	Infer cause and effect
RC 16	41	18	6	57*	19		++	Infer motivation
18	56	14	66*	6	14		++	Interpret characterization
19	51	11	13	20	56*		+	Infer implied meaning
22	58	5	15	8	72*		++	Infer feelings
RC 29	49	10	21	57*	12	1	++	Infer motivation
RC 30	38	53*	18	10	18	1	++	Infer cause and effect
RC 32	58	11	70*	7	10	2	++	Infer implied meaning
RC 33	58	6	11	11	71*	2	++	Infer motivation
RC 34	52	4	19	64*	10	2	++	Infer motivation
RC 40	46	17	10	58*	11	5	++	Infer implied meaning
Averages:	54%	Average percentage correct for group= 65%						

### D. Literary Materials: Generalizing Themes & Ideas

Item#	N%	1	2	3	4	Omit	Natl	
RC 13	59	7	20	4	69*		++	Make generalization
RC 14	31	11	31	20	38*		++	Determine main theme
RC 17	58	5	73*	7	14		++	Make generalization
23	68	80*	12	5	2		++	Make generalization
26	39	18	17	14	51*		++	Determine main theme
RC 35	64	10	7	76*	5	2	++	Abstract principal relationship
RC 37	43	13	17	14	51*	5	++	Make generalization
RC 43	52	7	59*	19	8	7	++	Abstract principal relationship
Averages:	52%	Average percentage correct for group= 62%						

### E. Literary Materials: Literary Techniques/Tone

Item#	N%	1	2	3	4	Omit	Natl	
RC 8	57	13	7	72*	7	1	++	Identify emotion
RC 9	36	23	45*	14	18		++	Recognize author's purpose
20	36	48*	7	15	30		++	Evaluate effect of lit. device
21	57	8	18	63*	11	1	+	Determine structure
24	55	9	12	10	68*		++	Identify mood
25	51	10	22	61*	6	1	++	Recognize use of literary device
RC 41	56	7	12	68*	7	6	++	Identify tone
RC 44	57	5	12	10	66*	7	++	Recognize author's purpose
Averages:	51%	Average percentage correct for group= 61%						



### 3. CORRECTNESS OF EXPRESSION

Group Size = 441 Response Performance Compared  
Percentages to Norm Group

#### A. Correctness of Expression: Capitalization & Punctuation

Item#	N%	1	2	3	4	Omit	Natl	
2	45	14	27	9	49*	1	+	Choose punctuation before list
5	43	18	25	8	48*	2	+	Punctuate plural possessive
16	41	23	12	12	50*	2	++	Punctuate indirect quote
17	57	5	25	64*	3	2	++	Punctuate an appositive
22	52	15	62*	7	13	2	++	Punctuate quote
> 35	49	17	6	51*	24	2		Punctuate between clauses
36	62	65*	16	12	5	2		Evaluate need for apostrophe
38	47	13	16	61*	8	2	++	Punctuate phrase
> 40	62	66*	15	8	9	2	+	Punctuate nonrestrictive clause
41	45	2	46	5	44*	2		Recognize letter conventions
Averages:	50%	Average percentage correct for group= 56%						

#### B. Correctness of Expression: Usage and Grammar

Item#	N%	1	2	3	4	Omit	Natl	
> 1	52	5	18	58*	18		+	Choose pronoun form
3	58	20	70*	6	3	1	++	Maintain verb agreement/tense
> 13	46	7	30	53*	8	2	++	Correct commonly confused word
14	62	61*	29	3	4	2		Identify correct possess pronoun
18	72	5	4	6	82*	2	++	Select homonym, form of modifier
> 20	62	5	75*	14	4	2	++	Choose most appropriate verb
27	77	3	3	4	88*	2	++	Choose correct verbal phrase
> 29	57	14	9	68*	7	2	++	Recognize correct verb form
30	59	15	2	9	73*	2	++	Eliminate redund w/superlative
> 37	60	11	71*	13	3	2	++	Choose verb form
38	47	13	16	61*	8	2	++	Choose appropriate adverb
39	64	8	7	6	76*	2	++	Eliminate double negative
Averages:	60%	Average percentage correct for group= 70%						

#### C. Correctness of Expression: Sentence Structure

Item#	N%	1	2	3	4	Omit	Natl	
> 1	52	5	18	58*	18		+	Eliminate redundant subject
> 7	50	8	17	59*	14	2	++	Eliminate sentence fragment
> 9	38	27	44*	12	15	2	+	Eliminate dangling participle
> 11	50	21	10	59*	7	2	++	Choose parallel phrase
> 13	46	7	30	53*	8	2	++	Choose best modifier placement
> 20	62	5	75*	14	4	2	++	Select clause structure
> 21	68	71*	9	9	8	2		Choose structure of verbal phrase
> 23	65	11	3	10	73*	2	++	Choose structure of verbal phrase
> 24	58	8	11	69*	9	2	++	Eliminate dangling participle
> 25	35	25	39*	19	15	2	+	Choose parallel phrase
> 28	44	12	25	12	48*	2	+	Choose best sentence combination
> 29	57	14	9	68*	7	2	++	Choose conjunctive adverb
> 35	49	17	6	51*	24	2		Evaluate conjunctive adverb use
> 37	60	11	71*	13	3	2	++	Choose parallel phrase
> 40	62	66*	15	8	9	2	+	Choose subordinate clause
> 46	39	17	18	16	46*	4	++	Choose appropriate subordination
> 49	58	11	66*	12	7	4	++	Choose appropriate subordination
> 51	56	70*	10	9	6	5	++	Choose appropriate subordination
Averages:	53%	Average percentage correct for group= 60%						

#### D. Correctness of Expression: Organization of Ideas

Item#	N%	1	2	3	4	Omit	Natl	
> 6	54	8	24	60*	7	2	+	Evaluate paragraph break
> 8	50	54*	13	20	11	2	+	Choose best transition content
> 31	56	10	73*	10	5	2	++	Choose best transition content
> 42	31	27	16	35*	19	2	+	Choose best sequence of ideas
> 43	46	15	23	47*	12	3		Choose best sequence of ideas
> 45	56	69*	10	10	7	4	++	Choose most relevant topic sent.
> 47	56	10	62*	16	8	4	+	Choose approp concluding sent.
> 48	51	12	11	64*	9	4	++	Recognize related ideas
> 50	36	7	12	31	45*	5	++	Choose best sequence of ideas
> 52	37	10	21	37*	28	5		Evaluate relevance of content
> 53	49	59*	10	12	13	5	++	Choose approp concluding sent.
> 54	45	14	10	12	59*	5	++	Recognize related ideas
Averages:	47%	Average percentage correct for group= 55%						



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### 3. CORRECTNESS OF EXPRESSION

Group Size = 441      Response      Performance Compared  
Percentages      to Norm Group

#### E. Correctness of Expression: Expression

Itm#	N%	1	2	3	4	Omit	Natl	
> 6	54	8	24	60*	7	2	+	Choose referent
> 12	45	49*	18	16	15	2	+	Choose best subordinate phrase
> 19	79	86*	3	6	2	2	++	Select clear, concise diction
> 33	41	20	12	24	43*	2		Recognize redundancy
> 44	63	7	75*	10	5	3	++	Choose clearest wording
> 46	39	17	18	16	46*	4	++	Recognize clearest wording
> 49	58	11	66*	12	7	4	++	Recognize clearest wording
Averages:	54%	Average percentage correct for group= 61%						

#### F. Correctness of Expression: Spelling

Itm#	N%	1	2	3	4	Omit	Natl	
4	38	50	41*	3	5	1		Detect suffix error
10	38	43	46*	7	2	2	++	Detect suffix error
15	62	14	70*	11	3	2	++	Detect error in plural
26	49	50*	6	35	6	2		Detect no spelling errors
32	62	7	75*	2	13	2	++	Detect consonant omission
34	41	33	5	22	38*	2		Detect vowel substitution
Averages:	48%	Average percentage correct for group= 53%						





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#### 4. QUANTITATIVE THINKING

Group Size = 476

Response  
Percentages

Performance Compared  
to Norm Group

##### A. Quantitative Thinking: Understand Concepts/Procedure

Item#	N%	1	2	3	4	5	Omit	Natl	
8	45	2	27	3	7	62*		++	Make connections: whole no.
10	30	46*	12	12	25	5		++	Select approp proc: exponents
14	35	60*	29	5	4	3		++	Make connections: estimation
20	40	12	4	4	6	73*		++	Select approp proc: probab
21	42	15	10	11	6	57*		++	Identify examples: whole no.
27	40	24	58*	8	5	3	1	++	Make connections: exponents
> 28	23	24	17	13	24*	20	1		Make connections: stat
Averages:	36%	Average percentage correct for group= 54%							

##### B. Quantitative Thinking: Interpreting Information

Item#	N%	1	2	3	4	5	Omit	Natl	
> 3	22	10	43	35*	4	9		++	Interpret information: graph
> 4	40	17	18	54*	8	4		++	Make inference: rounding
> 9	53	23	6	3	3	65*		++	Make inference: percents
> 11	52	5	9	76*	4	6		++	Make inference: graph
> 16	20	12	18*	24	13	32	1		Interpret information: graph
> 17	16	20*	20	25	12	23	1	+	Interpret information: graph
> 18	42	7	5	10	59*	19		++	Make inference: graph
> 19	24	29	15	32*	8	16	1	++	Make inference: percent
> 26	18	20	24	9	19	26*	1	++	Make inference: rounding
> 29	52	4	66*	17	7	5	1	++	Make inference: meas
> 30	21	18	28*	26	22	3	1	++	Make inference: whole no.
> 31	30	45*	13	13	14	13	2	++	Make inference: geometry
> 32	22	28	18	16	10	25*	2		Make inference: probab
> 35	25	6	31*	12	18	30	3	+	Make inference: whole no.
> 36	36	46*	16	9	18	8	3	++	Make inference: percent
> 38	31	8	22	46*	14	6	4	++	Make inference: probab
> 39	41	54*	10	11	11	11	4	++	Make prediction: graph
> 40	20	26	6	18	31*	14	4	++	Make inference: graph
Averages:	31%	Average percentage correct for group= 42%							

##### C. Quantitative Thinking: Solving Problems

Item#	N%	1	2	3	4	5	Omit	Natl	
> 1	67	13	7	4	73*	3		+	Reason quantitatively: whole no.
> 2	31	42*	20	17	17	3	1	++	Reason quantitatively: whole no.
> 5	74	6	83*	3	5	3		++	Apply proc to new sit: stat
> 6	66	11	70*	6	6	6	1	+	Reason quantitatively: whole no.
> 7	60	4	4	74*	13	5		++	Apply proc to new sit: ratios
> 12	36	13	49*	18	15	5		++	Reason quantitatively: whole no.
> 13	38	8	15	13	55*	9		++	Reason quantitatively: ratios
> 15	41	6	52*	10	19	11	1	++	Reason quantitatively: geometry
> 22	49	15	6	16	58*	4	1	++	Apply proc to new sit: percent
> 23	43	4	15	13	58*	8	1	++	Reason quantitatively: geometry
> 24	44	17	11	55*	13	3	1	++	Reason quantitatively: meas
> 25	35	43*	11	19	12	13	1	++	Reason quantitatively: whole no.
> 33	45	8	5	22	4	57*	3	++	Reason quantitatively: whole no.
> 34	44	10	10	63*	6	8	3	++	Reason quantitatively: geometry
> 37	21	12	29	22	22*	11	4		Reason quantitatively: exponents
Averages:	46%	Average percentage correct for group= 57%							



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## 5. SOCIAL STUDIES MATERIALS

Group Size = 420 Response Performance Compared  
Percentages to Norm Group

### A. Social Studies Materials: Interpreting Information

Item#	N%	1	2	3	4	Omit	Natl	
8	61	10	11	72*	6		++	Make inference/prediction: Psych
9	50	16	21	57*	6		++	Make inference/prediction: Econ
10	29	19	9	45*	27		++	Extend conclusions: Geog
11	45	12	57*	28	2		++	Make inference/prediction: Geog
12	76	6	5	87*	2		++	Make inference/prediction: Geog
16	63	8	70*	19	3		++	Make inference/prediction: Pol Sc
17	50	9	56*	25	9		+	Make inference/prediction: Pol Sc
RC 18	42	45*	21	12	21			Make inference/prediction: Pol Sc
RC 21	47	13	15	18	54*		++	Make inference/prediction: Econ
RC 22	43	12	10	49*	28		+	Make inference/prediction: Econ
RC 23	45	14	11	18	56*		++	Extend conclusions: Econ
30	41	14	14	20	52*	1	++	Make inference/prediction: Soc
35	50	8	13	68*	10	1	++	Make inference/prediction: Econ
36	32	26	36*	21	16	1	+	Make inference/prediction: Econ
37	51	20	8	65*	6	1	++	Make inference/prediction: Econ
38	65	8	81*	4	6	1	++	Make inference/prediction: Geog
39	33	16	12	20	50*	1	++	Make inference/prediction: Geog
RC 41	39	52*	15	9	23	2	++	Make inference/prediction: Soc
RC 42	42	6	53*	30	8	3	++	Make inference/prediction: Soc
RC 44	51	9	13	7	68*	2	++	Make inference/prediction: Soc
RC 45	38	16	18	15	49*	2	++	Make inference/prediction: Soc
48	34	28	12	45*	12	3	++	Make inference/prediction: Pol Sc
49	34	46*	15	14	22	3	++	Make inference/prediction: Pol Sc
Averages:	46%	Average percentage correct for group= 57%						

### B. Social Studies Materials: Analyzing Information

Item#	N%	1	2	3	4	Omit	Natl	
1	57	6	63*	8	23		+	Distinguish fact/opinion: Econ
2	63	11	10	72*	6		++	Distinguish fact/opinion: Pol Sc
6	36	40*	19	16	24		+	Distinguish fact/opinion: Pol Sc
13	76	10	85*	2	3		++	Recognize author tech: Econ
15	64	76*	15	5	4		++	Recognize author tech: Pol Sc
RC 19	50	15	12	12	61*		++	Recognize author purpose: Econ
RC 20	50	13	62*	12	11		++	Recognize author purpose: Econ
RC 24	39	41*	11	41	6			Recognize author tech: Pol Sc
26	29	6	48*	20	25		++	Distinguish fact/opinion: Pol Sc
29	47	14	17	52*	15	1	+	Recognize author purpose: Hist
31	45	6	22	15	55*	1	++	Recognize author tech: Pol Sc
33	62	7	12	68*	13	1	+	Distinguish fact/opinion: Econ
34	39	49*	33	10	8	1	++	Recognize author purpose: Hist
RC 40	43	8	20	64*	6	2	++	Recognize author purpose: Soc
Averages:	50%	Average percentage correct for group= 60%						

### C. Social Studies Materials: Evaluating Information

Item#	N%	1	2	3	4	Omit	Natl	
3	67	3	12	5	79*	1	++	Evaluate adequacy of info: Econ
4	45	50*	8	24	18		+	Evaluate adequacy of info: Psych
5	65	8	11	6	75*		++	Judge validity of concls: Econ
7	46	22	8	10	60*		++	Evaluate adequacy of info: Soc
14	53	15	9	12	64*		++	Judge validity of concls: Econ
RC 25	20	26*	18	24	32		+	Judge validity of concls: Econ
27	31	32	9	25	34*	1		Evaluate adequacy of info: Pol Sc
28	50	14	53*	23	10	1		Evaluate adequacy of info: Hist
32	47	67*	12	8	13	1	++	Evaluate adequacy of info: Ed
43	38	12	13	50*	22	2	++	Evaluate adequacy of info: Soc
RC 46	43	54*	15	14	14	2	++	Evaluate adequacy of info: Soc
RC 47	33	13	45*	30	9	3	++	Judge validity of concls: Soc
50	25	32*	15	37	14	3	++	Evaluate adequacy of info: Pol Sc
Averages:	43%	Average percentage correct for group= 53%						



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## 6. SCIENCE MATERIALS

Group Size = 420

Response  
Percentages

Performance Compared  
to Norm Group

### A. Science Materials: Interpreting Information

Item#	N%	1	2	3	4	Omit	Natl	
3	43	14	51*	27	8		++	Ident. unit of measurement: Phys
10	44	9	16	17	58*		++	Make inference/prediction: Phys
12	62	76*	5	10	9		++	Make inference/prediction: Phys
RC 14	50	10	73*	8	8		++	Make inference/prediction: Phys
17	34	47*	31	16	6		++	Make inference/prediction: Phys
23	55	6	10	71*	13		++	Make inference/prediction: Biol
24	23	30	31	26*	13		++	Make inference/prediction: Biol
26	39	47*	7	27	19		++	Make inference/prediction: Phys
27	52	6	16	5	72*		++	Make inference/prediction: Biol
31	33	45*	26	19	10		++	Make inference/prediction: Phys
32	64	6	78*	12	3		++	Make inference/prediction: Biol
36	35	47*	15	11	27		++	Make inference/prediction: Phys
40	41	20	59*	14	7		++	Make inference/prediction: Phys
RC 48	37	17	18	16	47*	2	++	Make inference/prediction: Biol
Averages:	44%	Average percentage correct for group = 57%						

### B. Science Materials: Anal. Experimental Procedure

Item#	N%	1	2	3	4	Omit	Natl	
1	91	98*	1	1	0		++	Select best procedure: Biol
4	57	3	12	13	71*		++	Judge appropriateness proc: Biol
8	37	13	34	47*	6		++	Ident. pred. difficult test: Biol
9	68	5	81*	8	5		++	Select best procedure: Phys
11	71	6	81*	7	5		++	Judge appropriateness proc: Phys
13	42	4	6	67*	23		++	Select best procedure: Phys
15	33	54*	10	12	24		++	Judge appropriateness proc: Phys
19	40	62*	9	15	14		++	Judge appropriateness proc: Phys
20	47	10	6	23	61*		++	Judge appropriateness proc: Biol
21	44	7	9	25	58*		++	Identify exp. variable: Biol
22	39	21	48*	22	10		++	Select best procedure: Biol
29	57	5	72*	8	14		++	Select best procedure: Phys
35	33	7	40*	13	40		++	Judge appropriateness proc: Biol
38	42	12	15	60*	12		++	Identify rationale for proc: Phys
39	36	53*	25	9	12		++	Identify rationale for proc: Phys
RC 41	42	10	12	14	63*		++	Identify rationale for proc: Biol
RC 42	42	18	12	57*	13	1	++	Judge appropriateness proc: Biol
RC 45	46	18	58*	13	10	1	++	Select best procedure: Biol
RC 47	36	23	46*	14	15	2	++	Judge appropriateness proc: Biol
Averages:	48%	Average percentage correct for group = 62%						

### C. Science Materials: Anal./Evaluating Information

Item#	N%	1	2	3	4	Omit	Natl	
2	65	6	6	9	79*		++	Distinguish hyp/obs/concls: Biol
5	61	11	6	79*	4		++	Evaluate adequacy of info: Biol
6	52	66*	9	19	6		++	Distinguish hyp/obs/concls: Phys
7	40	6	9	46*	39		+	Select best evidence: Biol
RC 16	43	28	6	8	57*		++	Evaluate adequacy of info: Phys
18	47	10	24	5	61*		++	Select best evidence: Phys
25	54	8	19	10	63*		++	Distinguish hyp/obs/concls: Phys
28	39	10	13	25	52*		++	Evaluate adequacy of info: Biol
30	61	9	6	79*	5		++	Evaluate adequacy of info: Phys
33	42	16	17	53*	13		++	Select best evidence: Biol
34	49	10	61*	22	5		++	Evaluate adequacy of info: Biol
37	40	57*	17	19	6		++	Select best evidence: Phys
RC 43	34	28	20	37*	14	2	++	Evaluate adequacy of info: Biol
RC 44	40	59*	20	7	13	1	++	Distinguish hyp/obs/concls: Biol
RC 46	44	25	10	50*	13	2	+	Evaluate adequacy of info: Biol
Averages:	47%	Average percentage correct for group = 60%						



MEMO #: S-96-151

TO: School Board  
FROM: Bruce R. Anderson, Supt. *BRA*  
RE: 1996-97 Annual Operational Plan  
DATE: February 21, 1996

Attached please find the initial draft of the following funds related to the 1996-97 Annual Operational Plan:

Food Service  
Transportation  
Community Service  
Debt Services  
Townsite

It would be our goal that the 1996-97 AOP be approved no later than the second meeting in March. If you as a Board feel that the appropriate questions have been addressed and are prepared to act at the March 11 meeting it would facilitate planning for the forthcoming year.

BRA *(cbp)*  
Attachment

# INDEPENDENT SCHOOL DISTRICT #152

## MOORHEAD, MINNESOTA



FEBRUARY 1996

DR. BRUCE R. ANDERSON

Superintendent of Schools

Robert Jernberg	Dr. John Skinkle	Robert Lacher
Asst. Superintendent - Instruction	Asst. Superintendent-Human Resources	Asst. Superintendent - Business

FUND II

FOOD SERVICE FUND

MEMO #: B96.238

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER

DATE: FEBRUARY 5, 1996

SUBJECT: 1996.97 ANNUAL OPERATIONAL PLAN

II. FOOD SERVICE

Please review Revenue Assumptions, Expenditure Assumptions and Rationale. If you have any questions or need explanations, please call. We will ask for approval in February.

MOORHEAD AREA PUBLIC SCHOOLS

II. FOOD SERVICE FUND BUDGET PROJECTIONS

OBJECTIVES

- I. To approve the 1996-97 Food Service Fund, Assumptions and Recommendations.
- II. To project Revenues and Expenditures for a three year period.
- III. To present projected revenues and expenditures.
- IV. To provide support data for revenue and expenditure projections.

## II. FOOD SERVICE FUND PROJECTIONS

### Table of Contents

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A. Revenue Assumptions and Rationale	II 1-2
B. Expenditure Assumptions and Rationale	II 3-4
C. Fund Balance	II 5

### Exhibits

A. Fund Summary	II 6
B. Fund Graphic	II 7
C. Student participation in Food Service Program 1978-95	II 8-10
D. Kitchen Remodeling Estimates	II 11

## II. FOOD SERVICE FUND

### INTRODUCTION:

This fund must be established in a district that maintains a food service program for pupils. Food service includes those activities which have as their purpose the preparation and service of milk, meals, and snacks in connection with school and community service activities.

Revenues and expenditures for Food Service activities are recorded in this fund. Eligible expenditures include: application processing, meal accountability, food preparation, meal service, and kitchen custodial service.

If revenues exceed expenditures, the resultant positive fund balance may not be transferred to the General Fund. If a deficit occurs, permanent transfers should be made from the General Fund to the Food Service Fund as of the end of the fiscal year.<sup>1</sup>

<sup>1</sup> Manual for the Uniform Financial Accounting and Reporting System for Minnesota Schools ppIII-2

II. FOOD SERVICE FUND

LINE

REVENUE ASSUMPTIONS

1.	Total Revenue . . . . .	1-10
2.	Sales . . . . .	8
3.	Reimbursements . . . . .	4 & 7



## II. FOOD SERVICE FUND

### Revenue Rationale

- 1.0 The number and percentage of reimburseable meals served will decrease (due to Ala Carte Sales at the Senior High School).
  - 1.1 The percentage of paid meals will increase. The Percentage of free meals will decrease. The percentage of reduced meals will remain the same. There is a decrease in the number of needy meal applications received and therefore a decrease in the number of students approved for free meals.
  - 1.2 All breakfast, milk and adult sales will remain the same as planned for in the 1995.96 budget. Ala Carte sales will increase due to the addition of Ala Carte food sales (during 1995.96) at the Senior High School.
  - 1.3 Meal prices will increase (10 -15 cents) due to changes in the federal meal pattern requirements, and decrease in the number of free meals served. Proposed minimum wage increase in Minnesota would affect food serving salaries.
2. Reimbursements: The percentage of paid meals will increase, free meals will decrease and reduced meals will remain constant.

The per meal reimbursements from the state (meals and milk) will remain constant.

The per meal reimbursements for commodities will remain constant.

The per meal federal reimbursements (cash) for paid meals will remain constant.

The per meal federal reimbursements (cash) for free and reduced meals will increase yearly by .0125 per breakfast and .0275 per lunch.

#### STATE REIMBURSEMENT:

\$ .10 Kindergarten Milk  
\$ .05 All Lunch  
\$ .045 All Breakfast  
High School, Asp, & Riverside  
\$ .10 All free & Reduced Breakfasts

#### COMMODITIES REIMBURSEMENT:

\$ .1425 each meal

#### FEDERAL REIMBURSEMENT:

\$ .1725 Paid lunch  
\$1.395 Reduced lunch  
\$1.795 Free lunch  
\$ .1950 Paid breakfast  
\$ .6975 Reduced breakfast  
\$ .9975 Free breakfast  
\$ .1125 Milk - PM Kindergarten only

II. FOOD SERVICE FUND

LINE

Expenditure Assumption

Basic Assumptions

1. Total Operating Expenses . . . . . 11-20
2. Equipment/Construction . . . . . 16

## II. FOOD SERVICE FUND

### Expenditure Rationale

#### Basic Assumptions

1. Expenses will increase by three percent per year.
  
- 2.1 Food Service Fund will pay \$70,000 for capital equipment in 1995-96. This is equivalent to .19 for each paid student meal served.

II. FOOD SERVICE FUND

LINE

Fund Balance Projections . . . . . 23

Will decrease unless prices are increased.

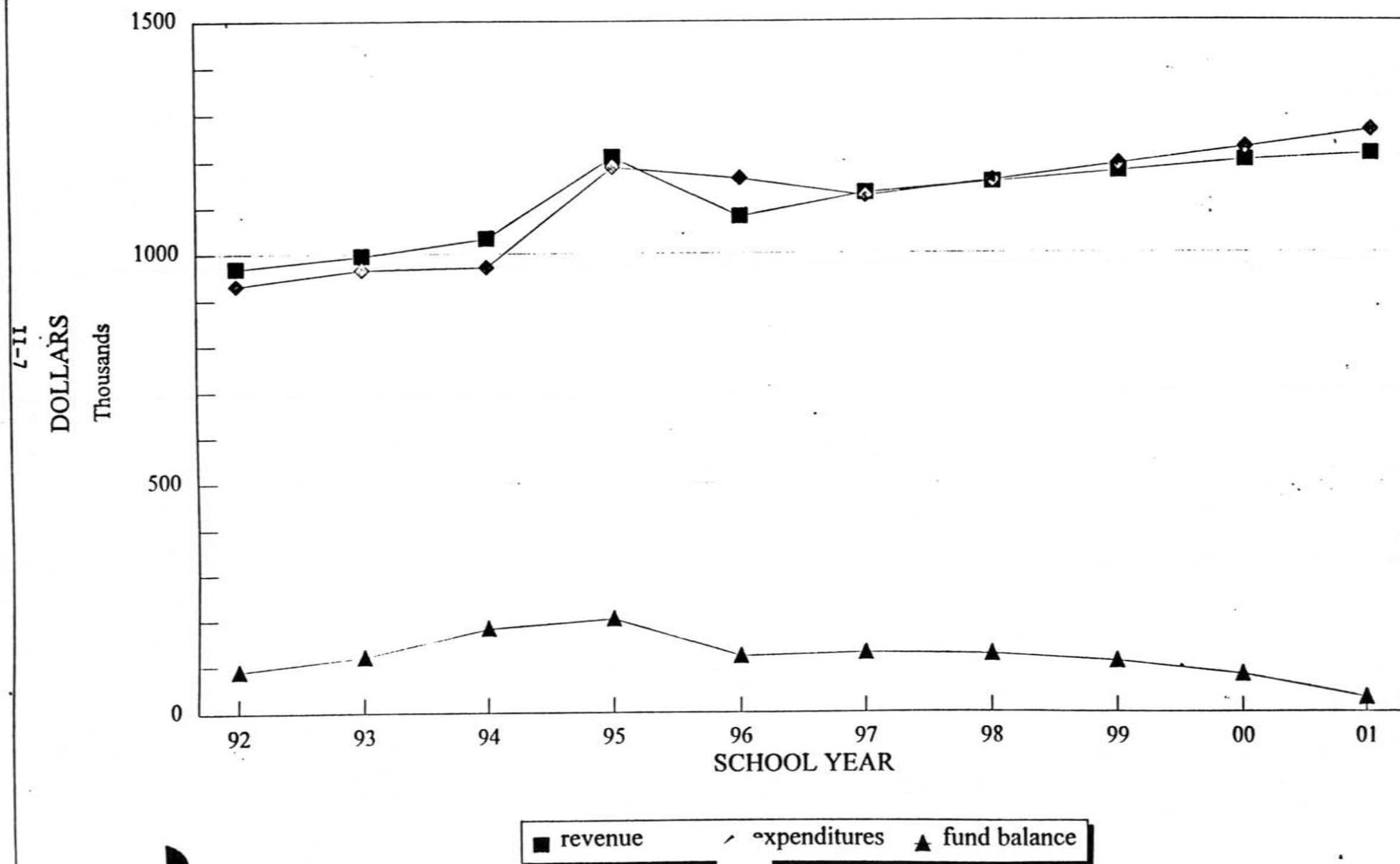
**II FOOD SERVICE FUND**  
**INDEPENDENT SCHOOL DISTRICT #152 BUDGET**

Line #	1991.92 ACTUAL	1992.93 ACTUAL	1993.94 ACTUAL	1994.95 ACTUAL	1995.96 BUDGET	1996.97 PRELIMINARY	1997.98	1998.99 PROJECTED	1999.2000 PROJECTED	2000.01 PROJECTED
<b>REVENUES:</b>							1.02	1.02	1.02	1.02
Other local and county sources:										
1 Interest	4,280	2,873	6,645	9,366	6,000	3,000	3,060	3,121	3,184	3,247
2 Miscellaneous local revenues	44	4	1,998		0	300	306	312	318	325
3	4,324	2,877	8,643	9,366	6,000	3,300	3,366	3,433	3,502	3,572
State sources:										
4 Lunch program aid	43,507	38,597	42,194	47,361	39,008	38,843	39,620	40,412	41,221	42,045
Federal sources:										
5 Lunch program aid	380,927	423,325	431,928	476,515	484,560	451,839	460,876	470,093	479,495	489,085
6 Food distribution program	98,855	95,703	95,627	108,222	88,760	91,423	93,251	95,116	97,019	98,959
7	479,782	519,028	527,555	584,737	573,320	543,262	554,127	565,210	576,514	588,044
8 Sale of food	434,326	434,580	453,693	457,969	451,255	535,308	546,014	556,934	568,073	579,435
9 Transfers (Equipment)	6,261	0	0	108,500	10,000	10,000	10,000	10,000	10,000	
10 Total revenues	968,200	995,082	1,032,085	1,207,933	1,079,583	1,130,713	1,153,127	1,175,990	1,199,310	1,213,096
							1.030	1.030	1.030	1.030
<b>EXPENDITURES:</b>										
Pupil support services:										
11 Salaries and wages	291,294	297,217	306,017	313,909	336,450	345,854	356,230	366,917	377,924	389,262
12 Employee benefits	44,421	45,150	47,408	49,512	54,155	55,780	57,453	59,177	60,952	62,781
13 Purchased services	37761		39,522	36,943	44,040	45,360	46,721	48,122	49,566	51,053
14 Food costs-USDA commodities	98,855	95,703	95,627	108,222	88,760	91,423	94,166	96,991	99,900	102,897
15 Food costs, milk and supplies	438,482	429,956	469,891	502,383	543,000	559,290	576,069	593,351	611,151	629,486
16 Equipment/Construction	6,261	12,342	2,349	164,939	80,000	10,000	10,000	10,000	10,000	10,000
17 Other expenditures	14,211	85,006	9,387	10,446	15,500	15,965	16,444	16,937	17,445	17,969
18 Total operating expenses	931,285	965,374	970,201	1,186,354	1,161,905	1,123,672	1,157,082	1,191,495	1,226,939	1,263,448
Fiscal and Other fixed cost programs:										
19 Employee benefits	0									
20 Total expenditures	931,285	965,374	970,201	1,186,354	1,161,905	1,123,672	1,157,082	1,191,495	1,226,939	1,263,448
Revenues and other financing sources over (under)										
21 expenditures	36,915	29,708	61,884	21,579	(82,322)	7,041	(3,955)	(15,505)	(27,630)	(50,352)
22 FUND BALANCE (DEFICIT), BEGINNING OF YEAR	52,569	89,484	119,192	181,076	202,655	120,333	127,374	123,419	107,914	80,284
23 FUND BALANCE (DEFICIT), END OF YEAR	89,484	119,192	181,076	202,655	120,333	127,374	123,419	107,914	80,284	29,933
24 Fund Balance as a % of Expenditures	9.61%	12.35%	18.66%	17.08%	10.36%	11.34%	10.67%	9.06%	6.54%	2.37%

DISK: BUDGET 94.95: PROGRAM "94FOODSRV"

# FOOD SERVICE FUND

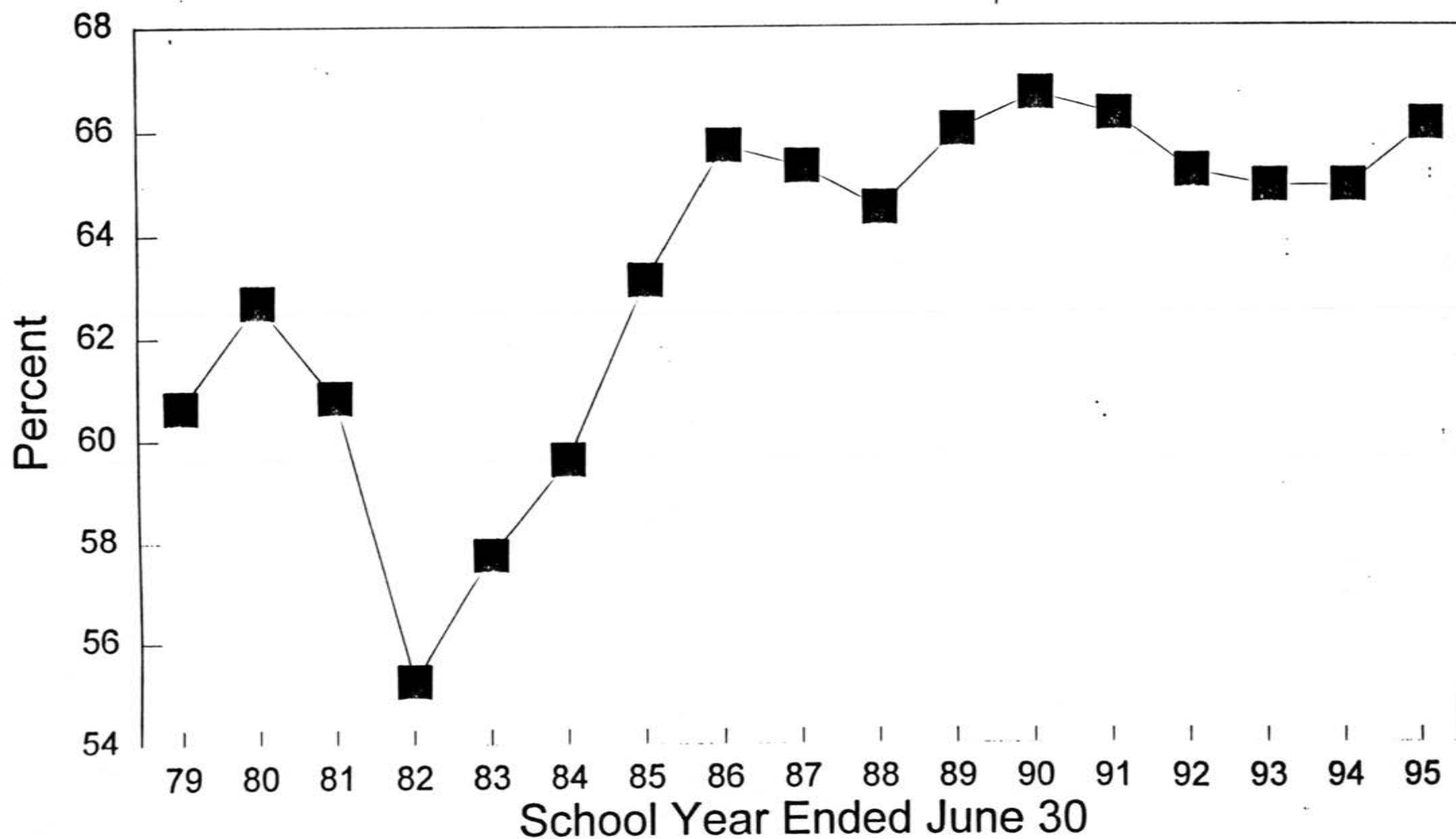
1992 TO 2001



# ANALYSIS OF PARTICIPATION

YEAR	ADP	% PARTICIPATION	NOTES
1978-79	3052	60.63	
1979-80	2969	62.68	
1980-81	2720	60.82	15 Cent Increase
1981-82	2276	55.24	15 Cent Increase
1982-83	2336	57.72	
1983-84	2346	59.60	Strike
1984-85	2499	63.10	
1985-86	2598	65.70	
1986-87	2696	65.30	
1987-88	2753	64.5	5 Cent Increase
1988-89	2935	66.0	
1989-90	3005	66.7	
1990-91	3157	66.3	1st Full Year of Bon Appetit
1991-92	3226	65.2	
1992-93	3342	64.9	
1993-94	3428	64.9	
1994-95	3493	66.1	

# Food Service Participation



■ Percent Participation



## ANALYSIS OF PARTICIPATION

MONTH	ADP	SR	JR	ASP	ED	PR	RI	WA	VOY	TOTAL
1992-93										
SEPTEMBER	3370	34.5	71.3	76.7	81.5	81.0	70.5	84.3	83.3	65.5
OCTOBER	3471	36.7	71.3	78.9	85.2	82.1	75.5	87.2	82.9	67.5
NOVEMBER	3438	38.4	69.7	78.2	83.5	80.9	72.9	85.4	80.3	66.8
DECEMBER	3372	38.0	67.5	75.2	83.7	79.8	72.9	85.4	73.2	65.5
JANUARY	3368	38.9	67.8	73.5	83.3	78.2	70.5	84.4	80.3	65.4
FEBRUARY	3343	38.6	66.0	74.0	84.9	75.7	71.1	83.3	81.1	64.9
MARCH	3298	38.3	65.6	74.2	80.7	74.8	68.9	81.5	80.7	64.1
APRIL	3371	35.9	67.7	76.5	87.9	77.7	71.7	84.1	82.9	65.5
MAY	3122	32.9	67.2	59.8	85.8	75.7	66.8	78.5	75.9	60.7
TOTAL	3342									64.9
1993-94										
SEPTEMBER	3454	33.1	70.1	82.5	81.5	80.6	77.2	82.4	76.8	65.3
OCTOBER	3564	36.7	70.2	82.8	85.9	82.5	80.4	84.0	77.7	67.4
NOVEMBER	3539	36.7	69.8	83.5	84.0	82.7	79.3	82.0	75.9	66.9
DECEMBER	3418	36.0	66.6	76.4	82.3	80.6	81.5	80.7	72.1	64.7
JANUARY	3475	38.1	67.5	77.9	82.1	80.9	80.1	80.3	77.3	65.7
FEBRUARY	3512	37.9	67.2	79.9	84.2	81.4	81.9	81.8	77.7	66.4
MARCH	3435	35.6	67.7	77.8	84.0	78.2	79.7	81.4	77.3	64.9
APRIL	3435	33.5	66.2	77.4	84.4	82.5	84.4	82.0	78.9	64.9
MAY	3102	31.2	65.4	57.4	80.0	75.1	76.1	74.0	71.2	58.7
TOTAL	3428									64.9
*1994-95										
SEPTEMBER	3470	29.8	71.8	79.1	78.9	85.5	78.7	80.8	74.1	63.9
OCTOBER	3590	33.9	73.6	82.7	84.2	86.1	81.9	83.4	73.2	66.9
NOVEMBER	3614	38.5	71.7	81.8	85.3	86.2	82.0	86.4	75.9	68.4
DECEMBER	3555	36.5	71.9	79.4	85.0	86.3	82.3	87.2	74.1	67.6
JANUARY	3526	37.7	71.4	79.4	85.2	85.1	81.9	84.3	71.4	67.4
FEBRUARY	3518	37.4	72.5	77.2	87.1	84.1	76.7	84.4	72.1	66.9
MARCH	3570	37.4	74.1	78.6	88.8	85.3	78.4	85.3	76.7	68.1
APRIL	3468	35.2	71.7	75.9	85.9	87.1	78.2	84.1	73.1	66.4
MAY	3206	31.8	73.0	57.9	84.9	81.1	74.2	78.8	63.1	61.3
TOTAL	3493									66.1

\*USED MONTHLY ENROLLMENTS AND NOVEMBER 1 AS BASE FOR ADP

II-10

71



FOSS ASSOCIATES  
Architecture Engineering & Interiors

January 31, 1996

Schematic Cost Estimate  
Independent School District No. 152  
Moorhead, Minnesota  
(Costs are based on January, 1997 Bids)

c: Robert Lacher  
Orv Kaste  
Bill Cowman  
Pat DeLaPointe  
Willis Stelter  
Vic Pellerano

1. Washington Elementary Kitchen  
#9001-43

General	\$ 49,000.00
Mechanical	57,000.00
Electrical	20,000.00
Kitchen Equipment	<u>82,000.00</u>
Subtotal Construction Cost	\$ 208,000.00
Contingency, A/E & Miscellaneous.	<u>46,000.00</u>
Total Cost	\$ 254,000.00

2. Riverside Elementary Kitchen  
#9001-99

General	\$ 41,000.00
Mechanical	65,000.00
Electrical	21,000.00
Kitchen Equipment	<u>71,000.00</u>
Subtotal Construction Cost	\$ 198,000.00
Contingency, A/E & Miscellaneous	<u>44,000.00</u>
Total Cost	\$ 242,000.00

3. Voyager Elementary Kitchen  
#9001-50

General	\$ 36,000.00
Mechanical	42,000.00
Electrical	30,000.00
Kitchen Equipment	<u>80,000.00</u>
Subtotal Construction Cost	\$ 188,000.00
Contingency, A/E & Miscellaneous	<u>41,000.00</u>
Total Cost	\$ 229,000.00

FUND III

TRANSPORTATION FUND

III

MOORHEAD PUBLIC SCHOOL DISTRICT ANNUAL  
OPERATING PLAN  
PUPIL TRANSPORTATION DEPARTMENT  
January 1996

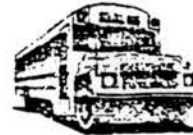


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	-----	Page 18
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Objectives:

- Provide information to the School Board about the upcoming change in transportation funding.
- Inform the board about bus purchase needs.
- Demonstrate the history of the pupil transportation fund over time, showing the effect of legislative funding changes on revenue in this district.
- Demonstrate the effect of program change on expenditure in this district.
- Provide recommendations for dealing with the upcoming change in funding procedure.

<sup>1</sup>This compares what a district bus route would cost using known per mile costs, and adding a \$.35 per mile cost for depreciation.

### Introduction to Pupil Transportation Funding:

#### State funding procedure for Fiscal Year 1996:

This fund must be established in a district that provides a pupil transportation program. All authorized expenditures for transportation shall be entered in the Transportation Fund. Expenditures for student activities and field trips must be coded to the General Fund, by year end. All other non-authorized charges may be coded to any other operating or agency fund (i.e. Transporting students to summer recreation programs may be coded to the Community Services Fund.)

Authorized transportation consists of those activities that are supported by state aids or for which a transportation levy can be made. Authorized transportation services generally consist of one round trip daily to and from school. It includes transportation for pupils between school buildings during the school day for instruction such as pupils attending a state-board approved secondary vocational center.

Non-authorized transportation services generally consist of those which provide busing on trips for curricular and co-curricular activities as provided for in M.S. 123.38 subd. 1. It also includes busing for ineligible pupils, non-residents, lunch, community service, etc.

When servicing other funds, the Transportation Fund must credit a chargeback account to reflect expenditures for the benefit of the other fund and charge the other funds using proper finance dimension code identification.

Districts can only report the purchase of vehicles used in the transportation of pupils as a capital expenditure in the Pupil Transportation Fund. The purchase of equipment which updates pupil transportation vehicles currently in service may also be reported in the fund. This includes two-way communication equipment, handicapped lifts and ramps, wheelchair securing devices, etc.

Capital expenditures for vehicles used for other purposes cannot be reported in the Pupil Transportation Fund. This includes staff cars, snowplows, maintenance vehicles, etc.

If a deficit exists at June 30th and if that deficit is not eliminated by operations during the following year it shall then be eliminated by a permanent fund transfer from the General Fund.

State Funding procedures Fiscal Year 1997

The state legislature has eliminated the category of funding called "Pupil Transportation," each district may decide how to fund their own transportation system. The state has transferred all pupil transportation dollars to general fund revenue to the local districts. The amount allocated to districts is:

Basic transportation	170.00 per WADM \$1,213,120.00
Sparsity allowance	44.42 per WADM \$316,981.12
Transition allowance	(20.36) per WADM (\$145,288.96)
Special Needs	\$439,363.00
Non public to and from	83,323.81
Non public between building	463.89
Safety	1.50 per Fund Balance Pupil Unit [FBPU]
	\$10,477.50
<b>Total Revenue Projected for 1996-97</b>	<b>1,918,440.36<sup>2</sup></b>
<i>Bus Purchase Transfer estimated</i>	<i>88,557.70<sup>3</sup></i>
<i>Operating Revenue for 1996-97</i>	<i>1,829,882.66</i>

"Basic transportation" allowance includes the following types of transportation: Regular to and from school, noon kindergarten, between building transportation (art, step, Work experience for the disadvantaged, accelerated math programs)

"Sparsity allowance" is designed to provide additional funding to students with a portion of their population living in sparsely populated areas.

"Transition allowance" is designed to be a temporary funding source for district whose average cost per student has exceeded the state average cost. This allowance for us translates into a reduction of Revenue of 20.36 dollars per WADM. This indicates that in the "Regular" category of transportation we have been operating at less than the state average. This is a one time revenue reduction according to information from the state. See appendix page 18.

"Special needs" funding is provided based upon our costs for special needs transportation, it does not fully fund the service.

"Nonpublic to from funding", provides additional funding to the Basic transportation funding source to meet the mandates of equal access to services for nonpublic students.

"Nonpublic between buildings", this provides a funding source to meet the requirement to provide educational services to non-public students whose school does not offer a program which we offer. The allocation will not meet the cost of the service we are providing.

---

<sup>2</sup> Detail of this information may be found in the appendix on page 12, lines 33 - 48

<sup>3</sup> The state has not determined how depreciation will be handled this is a "what if" estimate for FY 97.

"Safety" is funding made available to provide some of the resources to provide the mandated safety training and some equipment upgrades. This is not meant to cover the entire cost, the remainder of the costs are a part of "basic transportation".

The dedicated "Bus purchase account" is eliminated, as is the depreciation allowance to support it. Future Bus Purchase must be out of the general fund. This too is considered to be a part of the "basic transportation" allowance.

#### Revenue Information and Rationale:

1.1 The revenue assumptions are based on the best information available. The state is changing the transportation revenue formula for FY 1997 they have not made any decisions beyond that point. For future I have assumed a 2% increase in categorical funding per pupil unit.

1.2 In 1991 the state changed the non-regular funding formula in such a way that increased costs would not be fully funded by the formula. The assumption is this trend will continue. This means that transportation services in support of programs such as art and step are not funded by the formula, the general fund will have to provide funding to support the transportation of these programs.

1.3 For School Year 1995-96 the trend to under fund non-regular services is continuing. For school year 1996-97 the definitions of services are changing. Special Needs Transportation is to be a category of its own, and is partially funded, no inflation factors have been built into the funding strategy. All other transportation programs are lumped together with "Regular To From" and are defined as "Basic Transportation".

1.4 In FY 97 the safety funding will be set at 1.50 per Fund Balance Pupil Unit (FBPU). This will most likely not be increased.

#### Revenue assumptions history and projections:

1990-91	ACTUAL	\$1,661,407.00
1991-92	ACTUAL	\$1,590,509.00
1992-93	ACTUAL	\$1,531,951.00
1993-94	ACTUAL	\$1,663,249.00
1994-95	ACTUAL	\$1,648,796.00
1995-96	BUDGET	\$1,815,595.00
1996-97	PROJECTED	\$1,918,440.00
1997-98	PROJECTED	\$2,063,712.00
1998-99	PROJECTED	\$2,066,652.00
1999-2000	PROJECTED	\$2,085,480.00
2000-01	PROJECTED	\$2,115,588.00



## Expenditure Information and Rationale.

1.1 With the change in funding procedures to take place in 1997 the bus purchase account will become a part of the general fund operating accounts. The board will have to decide how they wish to deal with that. My recommendation is that the board set aside the money in a dedicated bus purchase fund, using a rate of .35 per mile, more detail on this recommendation may be found on page 8.

1.2 If there is a bus purchase fund established the district has a number of school buses which are due for replacement.

ID #	Vehicle Type	Model Year	Chassis	Body	Fuel Type	Capacity	MILES AS OF 1/19/95	Special Equipment	Scheduled replacement	Estimated Replacement cost
2B	SCHOOL BUS	1977	IHC		GASOLINE	24	216539	Lift/ tie downs	1996	\$50,000.00
73	SCHOOL BUS	1978	FORD		GASOLINE	65	215217		1996	\$50,000.00
74	SCHOOL BUS	1978	IHC	CARPENTER	GASOLINE	59	239515		1996	\$50,000.00
81	SCHOOL BUS	1978	IHC		GASOLINE	47	164794		1996	\$50,000.00
75	SCHOOL BUS	1979	IHC		GASOLINE	65	239666		1996	\$50,000.00
78	SCHOOL BUS	1980	FORD		GASOLINE	59	217482		1996	\$50,000.00
83	SCHOOL BUS	1980	IHC		GASOLINE	24	140037	Lift/ tie downs	1996	\$50,000.00
84	SCHOOL BUS	1981	IHC		GASOLINE	36	135240	Lift/ tie downs	1996	\$50,000.00
88	SCHOOL BUS	1981	FORD		DIESEL	46	147247	Lift/ tie downs	1996	\$50,000.00
82	SCHOOL BUS	1986	GMC		GASOLINE	35	127199	Lift/ tie downs	1997	
70	SCHOOL BUS	1988	FORD	CARPENTER	DIESEL	71	80531		1997	
76	SCHOOL BUS	1988	IHC	CARPENTER	DIESEL	65	112335		1997	
77	SCHOOL BUS	1988	GMC	CARPENTER	DIESEL	65	11361		1998	
79	SCHOOL BUS	1988	FORD	CARPENTER	DIESEL	71	82636		1998	
85	SCHOOL BUS	1988	FORD	CARPENTER	DIESEL	35	95731	Lift/ tie downs	1998	
90	SCHOOL BUS	1988	GMC	CARPENTER	DIESEL	65	109723		1998	
	MINI-VAN	1988	FORD	AEROSTAR	GASOLINE	7	136180		1996	
61	SCHOOL BUS	1989	GMC	CARPENTER	DIESEL	44	74680		1999	
62	SCHOOL BUS	1989	GMC	CARPENTER	DIESEL	44	70884		1999	
91	SCHOOL BUS	1989	FORD	CARPENTER	DIESEL	65	87302		1999	
92	SCHOOL BUS	1989	FORD	CARPENTER	DIESEL	65	86778		1999	
	MINI-VAN	1993	DODGE	CARAVAN	GASOLINE	7	44412		2001	
93	SCHOOL BUS	1993	IHC	THOMAS	DIESEL	78	26266		2004	
94	SCHOOL BUS	1993	IHC	THOMAS	DIESEL	78	22016		2004	
	CAR	1992	JEEP	JEEP	GASOLINE	5	54300		1999	

The buses recommended for replacement in 1996 are all more than 10 years old. There are not enough funds available in the Bus Depreciation Account to cover these costs. I believe it would provide a more stable source of funds for equipment purchase to build these costs into the operation of the buses. See the recommendations on page 8 for details.

The most urgent needs are for buses serving special needs. Bus number 2B is not legal for next school year. Bus numbers 83, 84, and 88 are next in the priority after 2B.



Final Draft printed 1/31/96

Expenditure projections:

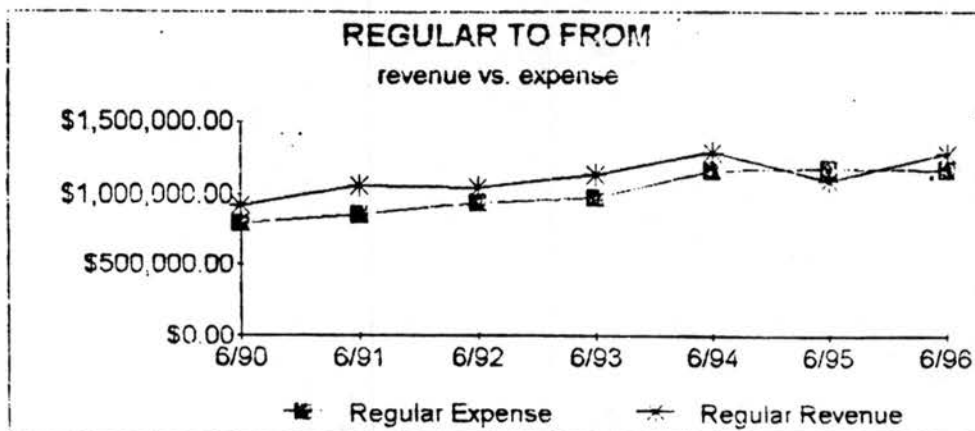
1990-91	ACTUAL	\$1,477,414
1991-92	ACTUAL	\$1,357,893
1992-93	ACTUAL	\$1,489,089
1993-94	ACTUAL	\$1,849,523
1994-95	ACTUAL	\$1,862,292
1995-96	BUDGET	\$2,132,730
1996-97	PRELIMINARY	\$1,957,622
1997-98	PROJECTED	\$2,016,351
1998-99	PROJECTED	\$2,076,842
1999-2000	PROJECTED	\$2,139,147
2000-01	PROJECTED	\$2,203,321

Fund Balance History and Projections:

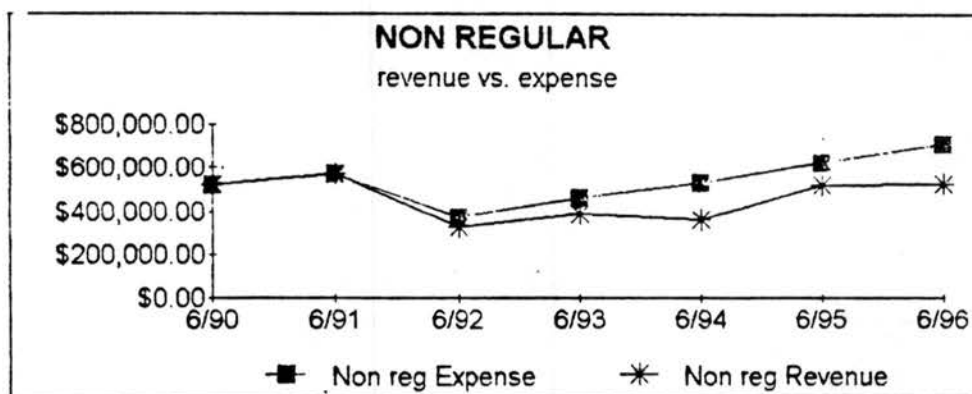
		Total Fund Balance	Operating Fund Balance	Dedicated Fund Balance
1990-91	ACTUAL	(\$100,040)	(\$52,466)	\$136,419
1991-92	ACTUAL	\$83,953	\$118,875	\$197,695
1992-93	ACTUAL	\$316,570	\$108,136	\$251,296
1993-94	ACTUAL	\$359,432	(\$4,300)	\$177,458
1994-95	ACTUAL	\$233,138	(\$20,909)	\$254,047
1995-96	BUDGET	\$130,003	\$5,196	\$135,199
1996-97	PROJECTED	\$90,821	(\$44,378)	\$135,199
1997-98	PROJECTED	\$138,182	\$2,983	\$135,199
1998-99	PROJECTED	\$135,199	\$0	\$135,199
1999-2000	PROJECTED	\$135,199	\$0	\$135,199
2000-01	PROJECTED	\$135,199	\$0	\$135,199 <sup>4</sup>

<sup>4</sup>The information in this chart includes the budgeted fund transfers for 1996, 1999, 2000, and 2001. It also contains the fund transfer from 1995.

Past funding patterns for regular to from vs. non regular transportation.:



5



6

Charts showing the projected funding patterns for 1997 - 2001 may be found in the appendix pages 13 - 16.

<sup>5</sup>Chart shows comparison of Regular to from expenditure vs. funding. Note that there has been surplus funding in the regular to from categories. This has been subsidizing the non-regular portion of the program.

<sup>6</sup>. This chart shows what has happened since 1991, when the state eliminated full funding for nonregular service. Note the growing deficit.

Recommendations for dealing with the changed funding structure:

Be aware that any new program will have transportation costs associated with them. Many times these costs will not be known up front, because we will not know where students are coming from, or who will be involved in that program. Note the growth of the MCAP program. Initial cost estimates for this were based on a van with one driver, it has grown to be a school bus, with a driver plus one staff member per 10 students while being transported. Transportation is provided for classroom work at the High School, Lunch, and Physical Education. Total time for this is approaching an 8 hour day for a driver. The current costs for this program is approximately \$113,000 per year. The cost for the van as we had planned originally would have been approximately \$10,000 per year.

1. Create a dedicated account for bus purchase. Build a per mile charge of \$0.35 into all transportation activities. Including: Regular to from, Noon Kindergarten, all between building programs, Field trips, activity trips, athletic trips, special needs services, etc.

Per Mile Cost	\$0.35	
Activity	1995 Miles Traveled	Dollars to Bus Purchase
Regular to from	73100	25585
Kindergarten	19000	6650
Late Activity	15000	5250
Between Building Regular	5450	1907.5
Targeted Needs Disabled	114400	40040
Board and Lodging	927	324.45
Field Trips		0
Activity Trips		0
Athletic Trips		0
Other Trips	25145	8800.75
Total to Bus Purchase	253022	88557.7

<sup>7</sup>"Other trips" miles 25145 includes all non-authorized transportation. Field trips, Activity trips, Athletic trips, and other departmental transportation.

2. In the past we have not charged an administrative fee interdepartmentally for scheduling trips with contract carriers. This does represent a significant amount of time in the department. I would suggest adding that administrative fee to contracted trips. The amount we use for district operated trips is \$.21. Estimated revenue for this is:

Administrative fee	\$0.21	
Activity	Miles in 95	Revenue to tra
Field trips		\$0 00
Activity Trips		\$0 00
Athletic Trips		\$0 00
Other trips	447000	\$93,870.00
Total Revenue		\$93,870.00

3. Prepare to fund program support transportation with general fund resources, i.e., support for Art, Step, Work experience programs, Special Needs between building programs. See appendix page 11 lines 116-124 for detail on costs.
4. Prepare to fund transportation costs associated with balancing class size from general fund accounts. In 1995-96 two buses were added to routes for this purpose. Additional Cost incurred in 1994-95 is approximately \$36,000. This is to support two additional runs for Riverside school, and routing for FSC and Lommen Hall kindergarten classrooms. During 1995-96 school year we have added approximately \$36,000 in transportation costs for these efforts.
5. Assume that any new transportation to support special needs programs will be funded by the general fund. It appears that the targeted needs funding is based upon previous years costs, new cost may not be factored into future funding. Hold IEP teams accountable for costs associated with program placements.
6. Include transportation costs in cost benefit analysis of programs.
7. Recognize that after 1997 the state has not identified any funds as being designated for transportation. All funding for this service may be from the general fund.

PRINT DATE

01-Feb-96

# III - TRANSPORTATION FUND INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

	1991-92 ACTUAL	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1996-97 PRELIM BUDGET	1997-98	1998-99 PROJECTED	1999-00 PROJECTED	2000-01
<b>REVENUES</b>										
Local property Taxes	485,765	358,415	429,651	489,157	561,863	781,955	825,484	826,661	834,192	846,235
Transportation levy	(18,974)	79,813	(30,604)	39,252		0				
Bus purchase levy										
Property tax shift										
	466,791	438,228	399,047	528,409	561,863	781,955	825,484	826,661	834,192	846,235
Other local and county sources:										
Interest	7,532	6,463	0							
Miscellaneous local revenues	29,324	25,284	146							
	36,856	31,747	146	0	0	0	0	0	0	0
State Sources:										
Transportation aid	768,140	881,750	980,101	864,354	950,000	1,136,485	1,238,228	1,239,991	1,251,288	1,269,353
Bus Depreciation Aid	68,564	68,564	67,838	78,377	96,152					
Tax Credits (HACA) **	162,442	144,859	108,886	121,720	112,580					
Other appropriations	64,524	46,616	76,310	95,188	95,000					
State aid adjustment	18,974	(79,813)	30,604	(39,252)						
	1,082,644	1,061,976	1,263,739	1,120,387	1,253,732	1,136,485	1,238,228	1,239,991	1,251,288	1,269,353
Sales and other conversions of assets:										
Insurance recoveries	4,218		317							
Total revenues	1,590,509	1,531,951	1,663,249	1,648,796	1,815,595	1,918,440	2,063,712	2,066,652	2,085,480	2,115,588
<b>EXPENDITURES:</b>										
Pupil support services:										
Salaries and wages	277,265	343,649	312,829	368,169	387,820	381,815	393,269	405,068	417,220	429,736
Employee benefits	47,756	55,776	53,059	62,941	66,410	68,402	70,454	72,568	74,745	76,987
Contracted bus services	797,330	851,407	1,071,607	1,114,908	1,213,210	1,249,606	1,287,094	1,325,707	1,365,478	1,406,443
Other purchased services	29,129	10,802	52,301	97,398	10,600	10,918	11,246	11,583	11,930	12,288
Supplies and materials	179,839	196,962	194,478	194,145	216,090	222,573	229,250	236,128	243,212	250,508
Equipment	7,288	15,545	143,825	2,182	215,000	0	0	0	0	0
Other expenditures	19,285	14,948	21,424	22,549	23,600	24,308	25,037	25,788	26,562	27,359
Chargebacks						0	0	0	0	0
Total expenses	1,357,892	1,489,089	1,849,523	1,862,292	2,132,730	1,957,622	2,016,351	2,076,841	2,139,146	2,203,321
Revenues over (under) expenditures:	232,617	42,862	(186,274)	(213,496)	(317,135)	(39,182)	47,361	(10,189)	(53,666)	(87,733)
Operating transfer from the General Fund				273,476	214,000			7,206	53,666	87,733
FUND BALANCE, (DEFICIT), BEGINNING OF YEAR **	83,953	316,570	359,432	173,158	233,138	130,003	90,821	138,182	135,199	135,199
RETAINED EARNINGS (DEFICIT) FUND BALANCE, END OF YEAR	316,570	359,432	173,158	233,138	130,003	90,821	138,182	135,199	135,199	135,199
Fund Balance reserved for bus purchase	197,695	251,296	177,458	254,047	135,199	135,199	135,199	135,199	135,199	135,199
Fund Balance reserved for student transportation safety				(20,909)	(5,196)	0	0	0	0	0
Operating Fund Balance	118,875	108,136	(4,300)	0	0	(44,378)	2,983	0	(0)	(0)

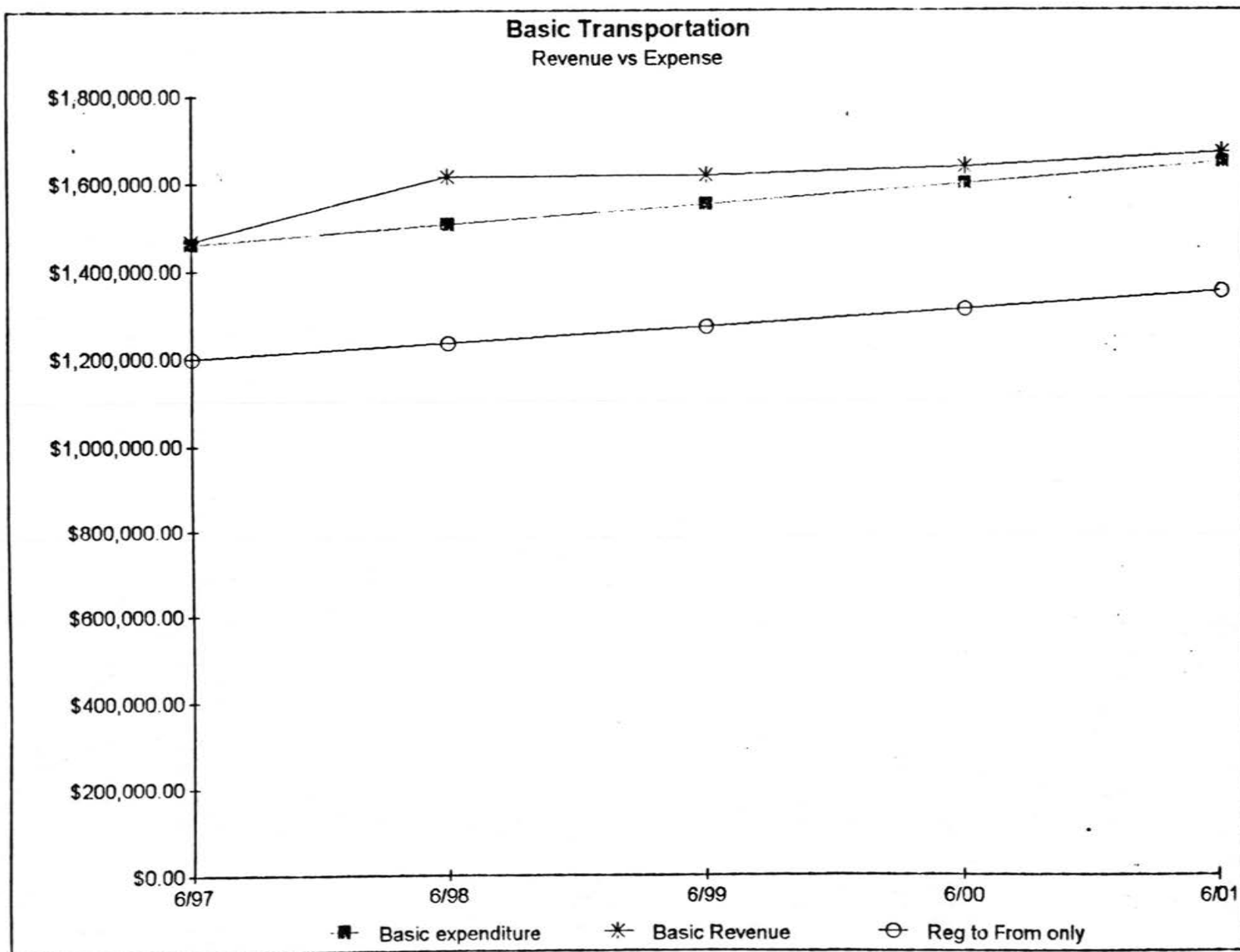
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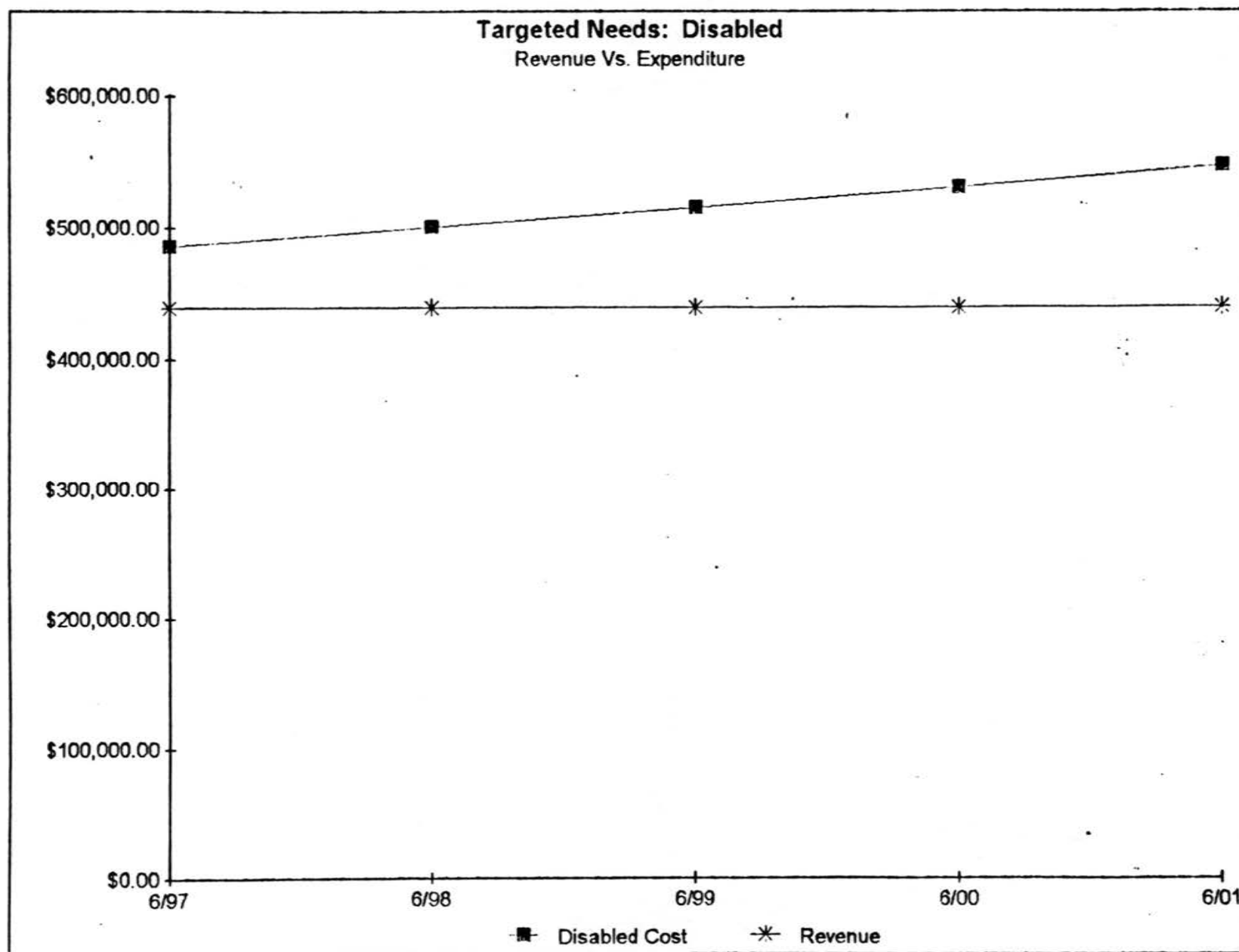
	A	B	C	D	E	F	G	H	I	J	K	L	M
1	%increase in expenditure			-8.09%	9.66%	24.21%	0.69%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
2	%increase in revenue			-4.27%	-3.68%	8.57%	-0.87%	10.12%	5.66%	7.57%	0.14%	0.91%	1.44%
3	%increase in reg to from cost			9.54%	4.07%	18.95%	1.58%	-1.48%	3.00%	3.00%	3.00%	3.00%	3.00%
4							Final	Estimated	Predicted	Predicted			
5	Expenditure Categorical	690	691	691	693	694	695	696	697	698	699	600	601
108	Regular To From	\$832,820.00	\$918,810.00	\$901,344.00	\$977,294.14	\$1,082,929.51	\$938,672.00	\$1,090,050.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
109	Excess	\$290,781.92	\$136,470.05	\$139,234.29	\$153,281.03	\$205,480.88	\$159,441.00	\$185,001.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
110	Total Regular to from funding	\$923,581.92	\$1,055,280.05	\$1,040,578.29	\$1,130,575.17	\$1,288,410.39	\$1,098,113.00	\$1,275,051.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
111	To Fund												
112	Regular To From expense	\$794,418.47	\$857,205.03	\$939,001.38	\$977,199.08	\$1,182,331.31	\$1,180,716.85	\$1,183,280.00	\$1,198,178.40	\$1,234,123.75	\$1,271,147.46	\$1,309,281.89	\$1,348,560.35
113													
114	Non-Regular funding	\$521,000.00	\$571,978.88	\$328,961.57	\$388,871.41	\$382,149.92	\$520,251.00	\$528,223.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115	to fund												
116	Kindergarten	\$93,439.97	\$90,239.29	\$92,387.34	\$85,082.74	\$97,972.05	\$151,864.72	\$203,330.00	\$209,429.90	\$215,712.80	\$222,184.18	\$228,849.71	\$235,715.20
117	Between Building Regular	\$3,227.24	\$8,408.28	\$5,344.87	\$10,890.87	\$13,724.78	\$15,239.09	\$13,310.00	\$13,709.30	\$14,120.58	\$14,544.20	\$14,980.52	\$15,429.94
118	Between Bldg special	\$43,488.00	\$48,970.00	\$51,003.48	\$67,763.59	\$79,270.18	\$83,243.07	\$87,240.00	\$89,857.20	\$92,552.82	\$95,329.50	\$98,189.39	\$101,135.07
119	Special Needs To From	\$208,323.07	\$217,730.17	\$212,039.83	\$284,181.74	\$319,427.44	\$340,454.77	\$374,070.00	\$385,292.10	\$398,850.88	\$408,756.39	\$421,019.08	\$433,649.85
120	Life activity (until 1992)	\$138,888.98	\$150,431.81	\$0.00	\$8,995.24	\$11,627.28	\$25,625.45	\$24,010.00	\$24,730.30	\$25,472.21	\$26,236.38	\$27,023.47	\$27,834.17
121	Shared Time	\$2,000.00	\$858.74	\$852.29	\$118.49	\$455.93	\$1,289.50	\$1,310.00	\$1,349.30	\$1,389.78	\$1,431.47	\$1,474.42	\$1,518.65
122	Board & Lodging	\$8,578.80	\$23,743.16	\$5,805.98	\$8,437.41	\$7,548.10	\$9,222.37	\$10,000.00	\$10,300.00	\$10,809.00	\$10,927.27	\$11,255.09	\$11,592.74
123	Summer School (until 1992)	\$29,249.54	\$33,597.41	\$7,581.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124	Total Non-Regular Expense	\$521,178.60	\$571,978.88	\$375,014.90	\$463,249.88	\$530,023.74	\$626,938.97	\$713,270.00	\$734,668.10	\$758,708.14	\$779,409.39	\$802,791.67	\$826,875.42

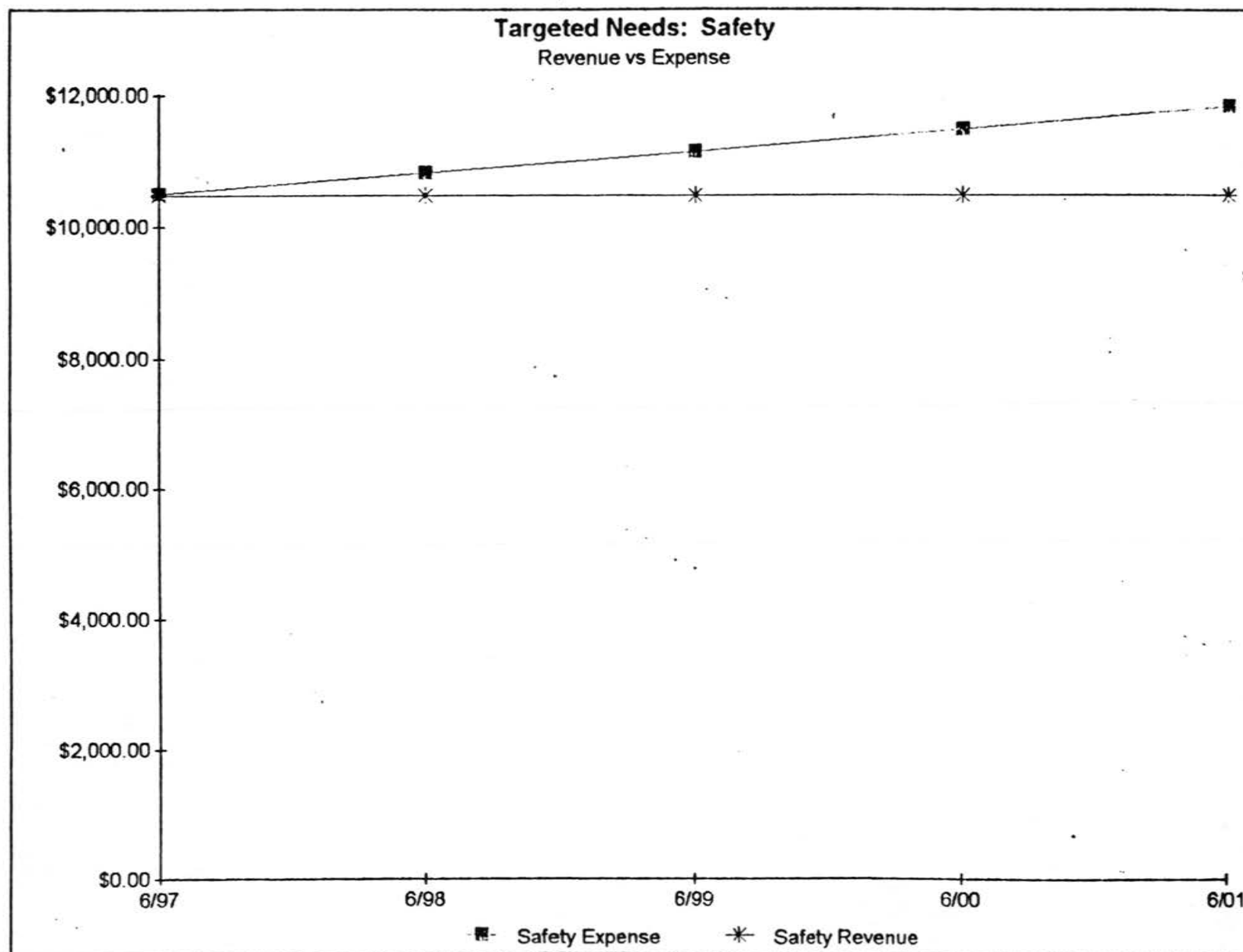


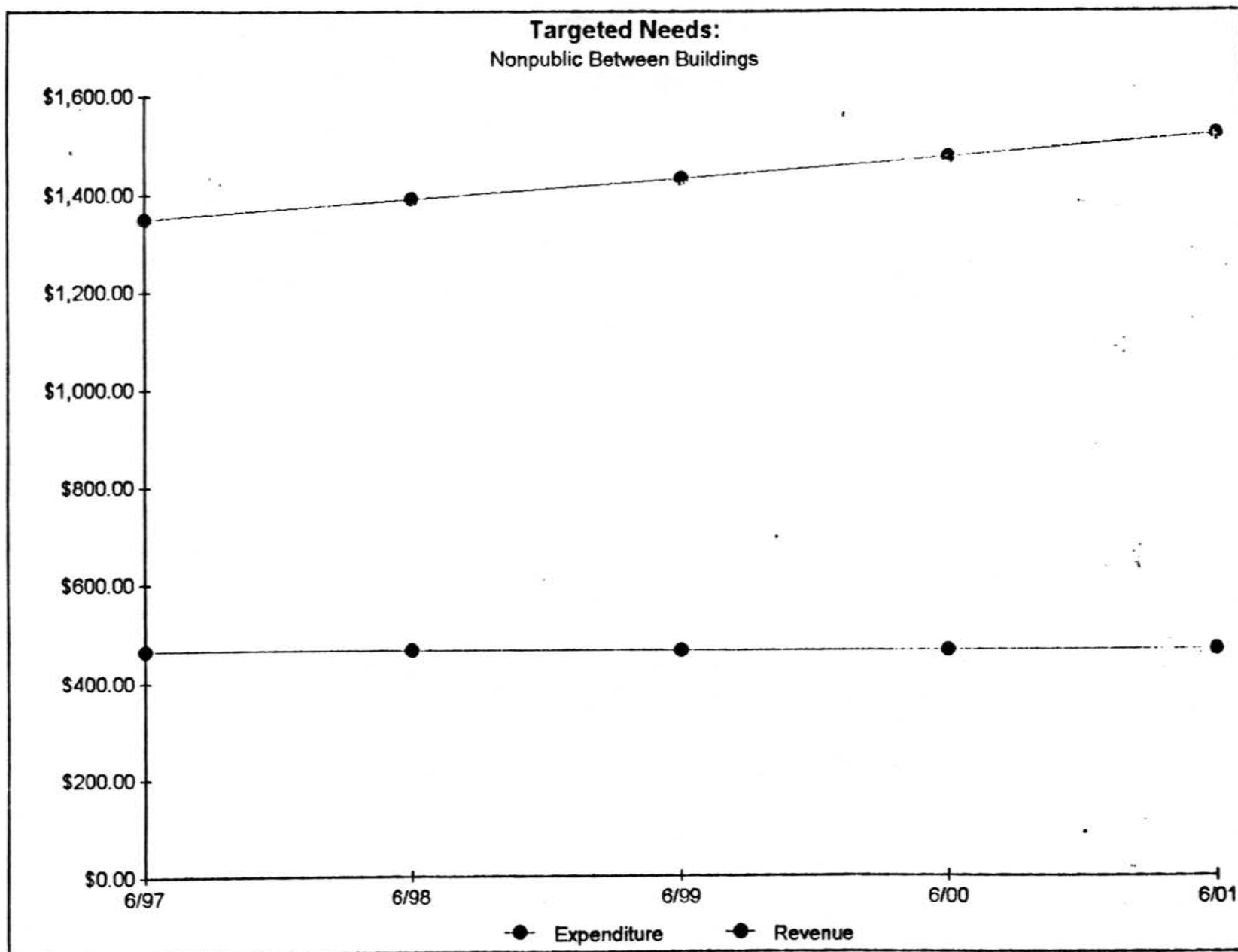
	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Increase in expend. re			-8.09%	9.66%	24.21%	0.69%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
2	Increase in revenue			-4.27%	-3.68%	8.57%	-0.87%	10.12%	5.66%	7.57%	0.14%	0.91%	1.44%
3	Increase in reg to from cost			9.54%	4.07%	18.95%	1.58%	-1.48%	3.00%	3.00%	3.00%	3.00%	3.00%
4							Final	Estimated	Predicted	Predicted			
5	Expenditure Categorical	690	691	692	693	694	695	696	697	698	699	600	601
6	Interest		\$10,782.00	\$0.00									
7	Kindergarten	93439.97	\$90,239.29	\$92,367.34	\$85,062.74	\$97,972.05	\$151,884.72	\$203,330.00	\$209,429.90	\$215,712.80	\$222,184.18	\$228,649.71	\$235,715.20
8	Late Activity	138888.98	\$150,431.81	\$0.00	\$8,995.24	\$11,827.28	\$25,625.45	\$24,010.00	\$24,730.30	\$25,472.21	\$26,236.38	\$27,023.47	\$27,834.17
9	Hazard Walkers	7395	\$7,628.65	\$11,065.06	\$9,498.45	\$11,614.08	\$14,423.23	\$13,880.00	\$14,275.80	\$14,704.07	\$15,145.20	\$15,599.55	\$16,067.54
10	Regular To From	794418.47	\$857,205.03	\$939,001.38	\$977,199.08	\$1,162,331.31	\$1,180,716.85	\$1,183,280.00	\$1,198,178.40	\$1,234,123.75	\$1,271,147.48	\$1,309,281.89	\$1,348,560.35
11	Special Needs To From	206323.07	\$217,730.17	\$212,039.83	\$284,181.74	\$319,427.44	\$340,454.77	\$374,070.00	\$385,292.10	\$396,850.88	\$408,756.39	\$421,019.08	\$433,649.85
12	Special Needs Between Bldgs	43468	\$46,970.00	\$51,003.48	\$67,763.59	\$79,270.18	\$83,243.07	\$87,240.00	\$89,857.20	\$92,552.92	\$95,329.50	\$98,189.39	\$101,135.07
13	Art	3227.24	\$8,406.28	\$5,344.87	\$10,690.87	\$13,724.78	\$3,152.00	\$13,310.00	\$13,709.30	\$14,120.58	\$14,544.20	\$14,980.52	\$15,429.94
14	Step						\$12,087.09		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15	Safety						\$38,121.19	\$27,320.00	\$10,500.00	\$10,815.00	\$11,139.45	\$11,473.83	\$11,817.84
16	Bus Purchase & Other	29798.3	\$21,088.12	\$32,811.47	\$39,143.58	\$145,554.11	\$2,092.11	\$215,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	Special Needs board & Lodging	8579.8	\$23,743.18	\$5,805.98	\$8,437.41	\$7,546.10	\$9,222.37	\$10,000.00	\$10,300.00	\$10,609.00	\$10,927.27	\$11,255.09	\$11,592.74
18	Regular Summer School	29249.54	\$33,597.41	\$7,581.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	Other provided transportation	25159	\$8,735.00				\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	Between Bldg	2000	\$858.74	\$852.29	\$118.49	\$455.93	\$1,289.50	\$1,310.00	\$1,349.30	\$1,389.78	\$1,431.47	\$1,474.42	\$1,518.85
21	Total Transportation	\$1,377,947.37	\$1,477,413.88	\$1,357,892.81	\$1,489,088.97	\$1,849,523.24	\$1,862,292.35	\$2,132,730.00	\$1,957,822.30	\$2,018,350.97	\$2,078,841.50	\$2,139,146.74	\$2,203,321.15
22	Bus Purchase Account Expense								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23	Total Operating Expenditure	\$1,377,947.37	\$1,477,413.88	\$1,357,892.81	\$1,489,088.97	\$1,849,523.24	\$1,862,292.35	\$2,132,730.00	\$1,957,822.30	\$2,018,350.97	\$2,078,841.50	\$2,139,146.74	\$2,203,321.15
24	Revenue												
25	required transfer to bus purchase												
26	Regular to from	832820	\$918,810.00	\$901,344.00	\$977,294.14	\$1,082,929.51	\$938,872.00	\$1,090,050.00					
27	Excess	290781.92	\$138,470.05	\$139,234.29	\$153,281.03	\$205,480.88	\$159,441.00	\$185,001.00					
28	Non Regular	521000	\$571,978.88	\$328,961.57	\$388,871.41	\$362,149.92	\$520,251.00	\$528,223.00					
29	Other Revenue		\$20,425.00	\$41,074.00	\$12,505.00	\$483.00							
30	Late Activity		\$6,097.00	\$179,898.00		\$592.00							
31	Hazard Walker	10000	\$7,628.65	\$0.00	\$0.00	\$11,614.08	\$13,220.00	\$12,321.00					
32	Safety		\$0.00	\$0.00	\$0.00	\$0.00	\$17,212.00	\$0.00		2%	2%	2%	2%
33	Basic Transportation / WADM								\$170.00	\$173.40	\$178.87	\$180.41	\$184.01
34	Sparsity / WADM								\$44.42	\$45.31	\$46.21	\$47.14	\$48.08
35	Transition / WADM								(\$20.36)	\$0.00	\$0.00	\$0.00	\$0.00
36	WADM								7138	6998	6872	6820	6818
37	Safety / FBPU								\$1.50	\$1.50	\$1.50	\$1.50	\$1.50
38	FBPU								6985	6985	6985	6985	6985
39	Basic Transportation								\$1,213,120.00	\$1,213,106.40	\$1,215,438.90	\$1,230,384.56	\$1,254,235.79
40	Sparsity								\$318,981.12	\$318,977.57	\$317,586.51	\$321,487.02	\$327,724.43
41	Transition								(\$145,288.96)	\$0.00	\$0.00	\$0.00	\$0.00
42	Safety								\$10,477.50	\$10,477.50	\$10,477.50	\$10,477.50	\$10,477.50
43	Targeted Needs								\$523,150.70	\$523,150.70	\$523,150.70	\$523,150.70	\$523,150.70
44	Disabled								\$439,363.00	\$439,363.00	\$439,363.00	\$439,363.00	\$439,363.00
45	Desegregation								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
46	Non Public To From								\$83,323.81	\$83,323.81	\$83,323.81	\$83,323.81	\$83,323.81
47	Non Public Between Bldg								\$463.89	\$463.89	\$463.89	\$463.89	\$463.89
48	Total Funding	\$1,454,581.92	\$1,661,407.58	\$1,590,509.88	\$1,531,951.58	\$1,863,249.39	\$1,848,798.00	\$1,815,595.00	\$1,818,440.36	\$2,063,712.17	\$2,066,861.61	\$2,068,479.78	\$2,118,688.43



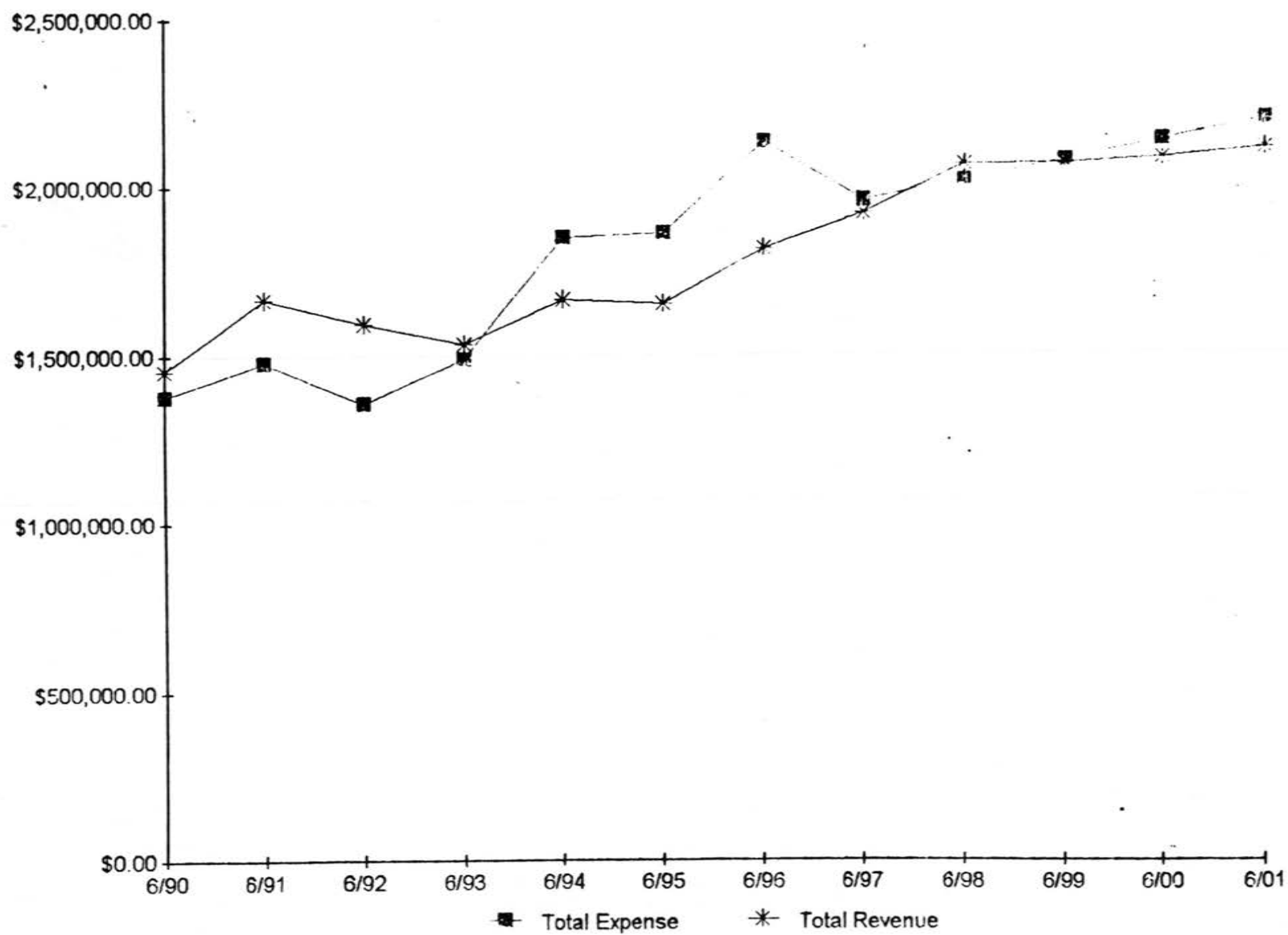








Transportation Expense vs. Revenue  
1990 - 2001



District cost compared to contracted costs for bus routes

	Salary Rate	\$8.56											
	Fuel Rate	\$0.30											
	Mechanic rate	\$0.27			\$16,051.70								
	Administrative services / mile	\$0.20	School Bus Purchase Price	Depreciation Years	Average Cost / Route	Average Cost / Hour	Average Cost / Mile	Average Cost / Mile District					
	Depreciation per mile	\$0.35	\$50,000.00	8	\$22,367.57	\$41.50	\$2.42	\$1.65	Avg district cost	Avg contract payment	Avg Contract + fuel and allocation	Avg cost 1994-95	
	School Days	172							\$16,051.70	\$16,268.93	\$24,842.13	\$22,367.57	
Ca	Route #	Daily Hours	Daily Miles	Annual Salary	Annual Fuel Cost	Annual Allocation	Mechanical services	Depreciation per year	District Cost	Contract Cost	Ccost+aloc+fuel	Cost	Cost - Dcost
D	FSC	2.75	29	\$4,048.88	\$1,496.40	\$997.60	\$1,348.76	\$1,745.80	\$9,635.44	\$0.00	\$0.00	\$9,635.44	\$0.00
D	MSU	0.75	30	\$1,104.24	\$1,548.00	\$1,032.00	\$1,393.20	\$1,806.00	\$6,883.44	\$0.00	\$0.00	\$6,883.44	\$0.00
RT	1	4.25	103	\$6,257.36	\$5,314.80	\$3,543.20	\$4,783.32	\$6,200.60	\$26,099.28	\$26,772.00	\$35,630.00	\$35,630.00	\$9,530.72
RT	2	3.75	69	\$5,521.20	\$3,044.40	\$2,029.60	\$2,739.96	\$3,551.80	\$16,886.96	\$18,000.00	\$23,074.00	\$23,074.00	\$6,187.04
D	3	3.25	60	\$4,785.04	\$3,096.00	\$2,064.00	\$2,786.40	\$3,612.00	\$16,343.44	\$0.00	\$0.00	\$16,343.44	\$0.00
RT	4	2	45	\$2,944.64	\$2,322.00	\$1,548.00	\$2,089.80	\$2,709.00	\$11,613.44	\$29,696.00	\$33,566.00	\$33,566.00	\$21,952.56
RT	5	3	58	\$4,416.96	\$2,992.80	\$1,995.20	\$2,693.52	\$3,491.60	\$15,590.08	\$18,000.00	\$22,988.00	\$22,988.00	\$7,397.92
RT	6	3.25	105	\$4,785.04	\$5,418.00	\$3,612.00	\$4,876.20	\$6,321.00	\$25,012.24	\$23,848.00	\$32,878.00	\$32,878.00	\$7,865.76
ST	7	3	21	\$4,416.96	\$1,083.60	\$722.40	\$975.24	\$1,264.20	\$8,462.40	\$26,264.00	\$28,070.00	\$28,070.00	\$19,607.60
NT	8	3.75	81	\$5,521.20	\$4,179.60	\$2,786.40	\$3,761.64	\$4,876.20	\$21,125.04	\$23,604.00	\$30,470.00	\$30,470.00	\$9,344.96
RR	9	3.25	87	\$4,785.04	\$4,489.20	\$2,992.80	\$4,040.28	\$5,237.40	\$21,544.72	\$18,450.00	\$25,932.00	\$25,932.00	\$4,387.28
ST	10	3	86	\$4,416.96	\$4,437.60	\$2,958.40	\$3,993.84	\$5,177.20	\$20,984.00	\$19,605.00	\$27,001.00	\$27,001.00	\$6,017.00
RR	11	3.5	48	\$5,153.12	\$2,476.80	\$1,651.20	\$2,229.12	\$2,889.60	\$14,399.84	\$17,300.00	\$21,428.00	\$21,428.00	\$7,028.16
RR	12	4	40.3	\$6,889.28	\$2,079.48	\$1,386.32	\$1,871.63	\$2,426.06	\$13,662.67	\$17,100.00	\$20,565.80	\$20,565.80	\$6,913.13
D	13	3.5	60	\$5,153.12	\$3,096.00	\$2,064.00	\$2,786.40	\$3,612.00	\$16,711.52	\$0.00	\$0.00	\$16,711.52	\$0.00
RR	14	4	60	\$6,889.28	\$2,580.00	\$1,720.00	\$2,322.00	\$3,010.00	\$15,621.28	\$17,500.00	\$21,800.00	\$21,800.00	\$6,278.72
RR	15	3.5	37	\$5,153.12	\$1,909.20	\$1,272.80	\$1,718.28	\$2,227.40	\$12,280.80	\$18,500.00	\$21,682.00	\$21,682.00	\$9,401.20
RR	16	4	40	\$6,889.28	\$2,064.00	\$1,376.00	\$1,857.60	\$2,408.00	\$13,594.88	\$17,100.00	\$20,540.00	\$20,540.00	\$6,945.12
D	17	3.5	70	\$5,153.12	\$3,612.00	\$2,408.00	\$3,250.80	\$4,214.00	\$18,637.92	\$0.00	\$0.00	\$18,637.92	\$0.00
D	18	3	80	\$4,416.96	\$4,128.00	\$2,752.00	\$3,715.20	\$4,816.00	\$19,828.16	\$0.00	\$0.00	\$19,828.16	\$0.00
ST	19	4.5	90	\$6,625.44	\$4,644.00	\$3,096.00	\$4,179.60	\$5,418.00	\$23,963.04	\$20,239.00	\$27,979.00	\$27,979.00	\$4,015.96
RT	20	3.5	64	\$5,153.12	\$2,786.40	\$1,857.60	\$2,507.76	\$3,250.80	\$15,555.68	\$20,924.00	\$25,568.00	\$25,568.00	\$10,012.32
NT	21	3.75	81	\$5,521.20	\$4,179.60	\$2,786.40	\$3,761.64	\$4,876.20	\$21,125.04	\$24,128.00	\$31,094.00	\$31,094.00	\$9,968.96
D	22	3	35	\$4,416.96	\$1,806.00	\$1,204.00	\$1,625.40	\$2,107.00	\$11,159.36	\$0.00	\$0.00	\$11,159.36	\$0.00
NT	23	3.25	92	\$4,785.04	\$4,747.20	\$3,164.80	\$4,272.48	\$5,538.40	\$22,507.92	\$24,232.00	\$32,144.00	\$32,144.00	\$9,636.08
NT	24	2.75	68	\$4,048.88	\$3,508.80	\$2,339.20	\$3,167.92	\$4,093.60	\$17,148.40	\$23,504.00	\$29,352.00	\$29,352.00	\$12,203.60
RT	25	3.25	55	\$4,785.04	\$2,838.00	\$1,892.00	\$2,554.20	\$3,311.00	\$15,380.24	\$20,924.00	\$25,654.00	\$25,654.00	\$10,273.76
RT	26	4.5	102	\$6,625.44	\$5,263.20	\$3,508.80	\$4,736.88	\$6,140.40	\$26,274.72	\$26,772.00	\$35,544.00	\$35,544.00	\$9,269.28
RT	27	4.5	99	\$6,625.44	\$5,108.40	\$3,405.60	\$4,597.56	\$5,959.80	\$25,696.80	\$26,772.00	\$35,286.00	\$35,286.00	\$9,589.20
RT	28	3	63	\$4,416.96	\$2,734.80	\$1,823.20	\$2,461.32	\$3,190.60	\$14,626.88	\$20,924.00	\$25,482.00	\$25,482.00	\$10,855.12
RT	29	3	67	\$4,416.96	\$3,457.20	\$2,304.80	\$3,111.48	\$4,033.40	\$17,323.84	\$20,924.00	\$26,686.00	\$26,686.00	\$9,362.16
RT	30	4.75	117	\$6,993.62	\$6,037.20	\$4,024.80	\$5,433.48	\$7,043.40	\$29,532.40	\$17,772.00	\$27,834.00	\$27,834.00	(\$1,698.40)
RR	31	4.75	78	\$6,993.52	\$4,024.80	\$2,683.20	\$3,622.32	\$4,695.60	\$22,019.44	\$22,020.00	\$28,728.00	\$28,728.00	\$6,708.56
RT	32	4.5	86	\$6,625.44	\$4,437.60	\$2,958.40	\$3,993.84	\$5,177.20	\$23,192.48	\$26,772.00	\$34,168.00	\$34,168.00	\$10,975.52

1/19/96 ROUT95.WKS

## District cost compared to contracted costs for bus routes

	Salary Rate	\$8.56											
	Fuel Rate	\$0.30											
	Mechanic rate	\$0.27			\$16,051.70								
	Administrative services / mile	\$0.20	School Bus Purchase Price	Depreciation Years	Average Cost / Route	Average Cost / Hour	Average Cost / Mile	Average Cost / Mile District					
	Depreciation per mile	\$0.35	\$50,000.00	8	\$22,367.57	\$41.50	\$2.42	\$1.65	Avg district cost	Avg contract payment	Avg Contract + fuel and allocation	Avg cost 1994-95	
	School Days	172							\$16,051.70	\$16,268.93	\$24,842.13	\$22,367.57	
Carrier	Route #	Daily Hours	Daily Miles	Annual Salary	Annual Fuel Cost	Annual Allocation	Mechanical services	Depreciation per year	District Cost	Contract Cost	Cost+alloc+fuel	Cost	Cost - Dcost
RR	33	3.75	49	\$5,521.20	\$2,528.40	\$1,685.60	\$2,275.56	\$2,949.80	\$14,960.56	\$17,300.00	\$21,514.00	\$21,514.00	\$6,553.44
ST	34	3.75	52	\$5,521.20	\$2,683.20	\$1,788.80	\$2,414.88	\$3,130.40	\$15,538.48	\$22,247.00	\$26,719.00	\$26,719.00	\$11,180.52
RR	35	4.5	70	\$6,625.44	\$3,612.00	\$2,408.00	\$3,250.80	\$4,214.00	\$20,110.24	\$18,450.00	\$24,470.00	\$24,470.00	\$4,359.76
RR	36	4.25	89	\$6,257.36	\$4,592.40	\$3,061.60	\$4,133.16	\$5,357.80	\$23,402.32	\$18,600.00	\$26,254.00	\$26,254.00	\$2,851.68
RR	37	3.75	42	\$5,521.20	\$2,167.20	\$1,444.80	\$1,950.48	\$2,528.40	\$13,612.08	\$18,000.00	\$21,612.00	\$21,612.00	\$7,999.92
RR	38	2.5	50	\$3,680.80	\$2,580.00	\$1,720.00	\$2,322.00	\$3,010.00	\$13,312.80	\$17,000.00	\$21,300.00	\$21,300.00	\$7,987.20
NT	39	3.5	79	\$5,153.12	\$4,076.40	\$2,717.60	\$3,668.76	\$4,755.80	\$20,371.68	\$23,192.00	\$29,986.00	\$29,986.00	\$9,614.32
ST	40	1.5	39	\$2,208.48	\$2,012.40	\$1,341.60	\$1,811.16	\$2,347.80	\$9,721.44	\$10,105.00	\$13,459.00	\$13,459.00	\$3,737.56
RT	41	4.25	84	\$6,257.36	\$4,334.40	\$2,889.60	\$3,900.96	\$5,056.80	\$22,439.12	\$26,772.00	\$33,996.00	\$33,996.00	\$11,556.88
RT	42	3	66	\$4,416.96	\$3,405.60	\$2,270.40	\$3,065.04	\$3,973.20	\$17,131.20	\$17,772.00	\$23,448.00	\$23,448.00	\$6,316.80
RR	43	3	33	\$4,416.96	\$1,702.80	\$1,135.20	\$1,532.52	\$1,986.60	\$10,774.08	\$17,500.00	\$20,338.00	\$20,338.00	\$9,563.92
RR	44	2.5	40	\$3,680.80	\$2,064.00	\$1,376.00	\$1,857.60	\$2,408.00	\$11,386.40	\$17,700.00	\$21,140.00	\$21,140.00	\$9,753.60
D	45	3.5	55	\$5,153.12	\$2,838.00	\$1,892.00	\$2,554.20	\$3,311.00	\$15,748.32	\$0.00	\$0.00	\$15,748.32	\$0.00
RR	48	1.75	21	\$2,576.66	\$1,083.60	\$722.40	\$975.24	\$1,264.20	\$6,622.00	\$8,600.00	\$10,406.00	\$10,406.00	\$3,784.00
RR	49	1.5	49	\$2,208.48	\$2,528.40	\$1,685.60	\$2,275.56	\$2,949.80	\$11,647.84	\$8,600.00	\$12,814.00	\$12,814.00	\$1,166.16
RR	50	1.5	25	\$2,208.48	\$1,290.00	\$860.00	\$1,161.00	\$1,505.00	\$7,024.48	\$9,200.00	\$11,350.00	\$11,350.00	\$4,325.52
RT	51	1.5	15	\$2,208.48	\$774.00	\$516.00	\$696.60	\$903.00	\$5,098.08	\$11,724.00	\$13,014.00	\$13,014.00	\$7,915.92
RR	52	1.5	15	\$2,208.48	\$774.00	\$516.00	\$696.60	\$903.00	\$5,098.08	\$8,800.00	\$10,090.00	\$10,090.00	\$4,991.92
D	53	2	29	\$2,944.64	\$1,496.40	\$997.60	\$1,346.76	\$1,745.80	\$8,531.20	\$0.00	\$0.00	\$8,531.20	\$0.00
D	54	3	65	\$4,416.96	\$3,354.00	\$2,236.00	\$3,018.60	\$3,913.00	\$16,938.56	\$0.00	\$0.00	\$16,938.56	\$0.00
D	55	3	31	\$4,416.96	\$1,599.60	\$1,066.40	\$1,439.64	\$1,866.20	\$10,388.80	\$0.00	\$0.00	\$10,388.80	\$0.00
D	56	2	30	\$2,944.64	\$1,548.00	\$1,032.00	\$1,393.20	\$1,806.00	\$8,723.84	\$0.00	\$0.00	\$8,723.84	\$0.00
		179.5	3294.3	\$264,281.44	\$169,985.88	\$113,323.92	\$152,987.29	\$198,316.86	\$898,895.39	\$859,108.00	\$1,093,053.80	\$1,252,583.80	\$353,688.41



Estimated cost of Non-regular bus routes

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
1	D Miles	\$0.81															
2	C Miles	\$0.42															
3	Hourly Rate	\$9.77		Estimated Total Cost	Estimated Revenue	Difference	Percent funded										
4	Days	180		\$805,354.09	\$528,222.00	\$277,132.09	65.59%										
5	Months	9															
6																	
7																	
8	Route and Vehicle IDs	Daily Hours	Staff	Monthly Hours	Monthly Pay	Annual Pay	Contract / month	Contract Annual	Dist Miles	Contract Miles	Annual mileage	Estimated annual cost	Estimated annual funding	Percentage of cost by hv	Total cost per category	Percent cost by category	
9	NOON KINDERGARTEN											\$0.00	\$0.00	0.00%			
10	13	2.5				4398.5			35		5087.25	\$9,483.75	\$8,220.28	1.18%			
11	17	1.75				3077.55			35		5087.25	\$8,164.80	\$5,355.19	1.01%			
12	22	1.75				3077.55			35		5087.25	\$8,164.80	\$5,355.19	1.01%			
13	45	1.5				2837.9			35		5087.25	\$7,725.15	\$5,068.83	0.96%			
14	55	2				3517.2			35		5087.25	\$8,604.45	\$5,643.55	1.07%			
15	White Van	1.5				2837.9			35		5087.25	\$7,725.15	\$5,068.83	0.96%			
16	RRT						2336.89	21032.01		120	9072	\$30,104.01	\$19,744.86	3.74%			
17								18000	35		5087.25	\$23,087.25	\$15,142.65	2.87%			
18	RTS						1292	11628	35		5087.25	\$16,715.25	\$10,863.33	2.08%			
19							2336.89	21032.01	65		9447.75	\$30,479.78	\$19,891.31	3.78%			
20	Schuck						3536.89	31830.21		120	9072	\$40,902.21	\$26,827.28	5.08%			
21	fsc							18000		120	9072	\$27,072.00	\$17,756.20	3.36%	Total Kindergarten cost		
22											0	\$0.00	\$0.00	0.00%	218228.58	27.10%	
23	SPECIAL NEEDS TO FROM										0	\$0.00	\$0.00	0.00%			
24	81	4.75	2			18708.7			55		7994.25	\$24,700.95	\$16,201.05	3.07%			
25	82	7.28	2			25499.7			55		7994.25	\$33,493.95	\$21,068.28	4.16%			
26	83	4.25	2			14948.1			55		7994.25	\$22,942.35	\$15,047.61	2.85%			
27	84	4.75	2			18708.7			55		7994.25	\$24,700.95	\$16,201.05	3.07%			
28	85	5.25	3			27697.95			55		7994.25	\$35,692.20	\$23,410.08	4.43%			
29	88	4.5	2			15827.4			55		7994.25	\$23,821.65	\$15,824.33	2.96%			
30	White Van	3.5	2			12310.2			55		7994.25	\$20,304.45	\$13,317.44	2.52%			
31	Blue Van	3.75	2			13189.5			55		7994.25	\$21,183.75	\$13,884.17	2.63%			
32	MM	5	2			17586			55		7994.25	\$25,580.25	\$16,777.78	3.18%			
33	CCCCPP						3088.5	27616.5		130	9828	\$37,444.50	\$24,559.39	4.65%			
34	MCAP	4	3			25920	2281	46289		120	9072	\$81,261.00	\$53,298.11	10.09%			
35	Headstart						2007.72	18069.48		0	0	\$18,069.48	\$11,851.55	2.24%			
36	Outreach						2508	22572		70	5292	\$27,864.00	\$18,275.66	3.46%			
37	Ready Wheels							6210				\$6,210.00	\$4,073.06	0.77%			
38	Rural RTS							5219	46971		70	5292	\$52,263.00	\$34,278.67	6.49%		
39	Speech	1	1			1758.6			9		1308.15	\$3,086.75	\$2,011.44	0.38%	Total Special Education to from C		
40											0	\$0.00	\$0.00	0.00%	458599.23	56.94%	
41	SPECIAL NEEDS BETWEEN BUILDINGS										0	\$0.00	\$0.00	0.00%			
42	WECEP			48.75	458.7475	4110.7275	7480	87320		75	5870	\$77,100.73	\$50,569.43	9.57%			
43	MCAP/Outreach			20.5	200.285	1802.585			50		7287.5	\$9,070.07	\$5,948.95	1.13%			
44	DA/PE			9.5	92.815	835.335			2		290.7	\$1,126.04	\$738.55	0.14%			
45	Contracted MCAP support							2754	24788		45	3402	\$28,188.00	\$18,488.17	3.50%		
46	Spec needs swim			10	97.7	879.3			0.25		38.3375	\$915.84	\$600.56	0.11%	Total Special needs Between Bldg		
47	Speech			20.5	200.285	1802.585			1		145.35	\$1,947.92	\$1,277.61	0.24%	118348.38	14.70%	
48	ART LIBRARY STEP ETC			102.25	998.9825	8990.8425					0	\$8,990.84	\$5,896.98	1.12%	Total Between buildings cost		
49	SHARED TIME			13.5	131.895	1187.055					0	\$1,187.06	\$778.58	0.15%	10177.8975	1.26%	
50												\$805,354.09	\$528,222.00	100.00%	805354.0875		

MOORHEAD AREA PUBLIC SCHOOLS

III. PUPIL TRANSPORTATION BUDGET HISTORY AND PROJECTIONS

OBJECTIVES

- I. To approve the 1995.2000 Pupil Transportation Fund, Assumptions and Rationale.
- II. To present projected revenue and expense information for a five year period.
- III. To provide support data for revenue and expenditure projections.
- IV. To inform the board of new mandates regarding safety expenditures.
- V. To provide comparative information regarding transportation funding in the State of Minnesota.



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### III. PUPIL TRANSPORTATION FUND

#### INTRODUCTION:

This fund must be established in a district that provides a pupil transportation program. All authorized expenditures for transportation shall be entered in the Transportation Fund. Expenditures for student activities and field trips must be coded to the General Fund, by year end. All other non-authorized charges may be coded to any other operating or agency fund (i.e. Transporting students to summer recreation programs may be coded to the Community Services Fund.)

Authorized transportation consists of those activities that are supported by state aids or for which a transportation levy can be made. Authorized transportation services generally consist of those which provide eligible pupils (public and non-public) with one round trip daily to and from school. It includes transportation for pupils between school buildings during the school day for instruction such as pupils attending a state-board-approved secondary vocational center.

Non-authorized transportation services generally consist of those which provide busing on trips for curricular and co-curricular activities as provided for in M.S. 123.38, Subd. 1. It also includes busing for ineligible pupils, non-residents, lunch, community service, etc.

When servicing other funds, the Transportation Fund must credit a chargeback account to reflect expenditures for the benefit of the other fund and charge the other funds using proper finance dimension code identification.

Districts can only report the purchase of vehicles used in the transportation of pupils as a capital expenditure in the Pupil Transportation Fund. The purchase of equipment which updates pupil transportation vehicles currently in service may also be reported in the fund. This includes two-way communication equipment, handicapped lifts and ramps, wheelchair securing devices, etc.

Capital expenditures for vehicles used for other purposes cannot be reported in the Pupil Transportation Fund. This includes staff cars, snowplows, maintenance vehicles, etc.

If a deficit exists at June 30th and if that deficit is not eliminated by operations during the following year it shall then be eliminated by a permanent fund transfer from the General Fund.

### III. PUPIL TRANSPORTATION FUND

#### REVENUE INFORMATION AND RATIONALE:

- 1.1 The revenue assumptions are based on the best information available and assume the state will not change the formula used to fund the Regular To/From Transportation Program. Extremely conservative funding was estimated by assuming a 1% growth in eligible pupils. This keeps the projected funding at a low level.
- 1.2 In 1991 the state changed the non-regular funding formula in such a way that increased cost would not be fully funded by the formula. The assumption is this trend will continue.
- 1.3 The non-regular funding formula may change to reflect different funding strategies for special education and desegregation vs. between buildings, noon kindergarten, late activity, and other during the day transportation. This will result in slightly less than 100% funding for special education and substantially less than 100% funding for other areas of non-regular. (NOTE 1994: This is still being talked about in the Department of Education but has not yet occurred.)
- 1.4 The 1994-95 funding worksheet provided by the State of Minnesota was used to predict the revenues. No changes were made by me in the inflation factors used on that worksheet.
- 1.5 The formula for funding pupil transportation is currently funding non-regular transportation at a level of approximately 80%.
- 1.6 Beginning with the 1994-95 school year funding will include a 1% fund transfer to a dedicated safety account. The expenditures in these account may only be made for certain items or programs which are authorized by the School Bus Safety Advisory Committee. The expenditures must be made.

### III. PUPIL TRANSPORTATION FUND

#### REVENUE ASSUMPTIONS:

1990.91 ACTUAL	\$1,661,407
1991.92 ACTUAL	1,590,509
1992.93 ACTUAL	1,531,951
1993.94 ACTUAL	1,663,249
1994.95 BUDGET	1,767,074
1995.96 BUDGET	2,038,225
1996.97 PROJECTED	2,092,623
1997-98 PROJECTED	2,159,923
1998-99 PROJECTED	2,214,850
1999-00 PROJECTED	2,266,343

### III. PUPIL TRANSPORTATION FUND

#### EXPENDITURE INFORMATION AND RATIONALE:

- 1.1 1994-2000 the district will purchase school buses to replace older vehicles. 1994-95 purchase plan is for 2 Type A Buses 71 passenger or larger and for 2 Type A buses designed to accommodate special needs students. We will also purchase 2 Type III vehicles for transportation of students with special needs. 1995 -96 no bus purchased is planned. 1996-97 we will purchase 3 buses, and in 1998-99 3 buses will be purchased.
- 1.2 A three (3) percent increase in costs was assumed for each operating year.
- 1.3 No changes in non-regular programs were assumed.
- 1.4 An agreement was reached several years ago with transportation employees to begin to slowly move them into line with the custodial pay scale. This is impacting salaries in all areas of transportation, including general fund expense for extra-curricular and co-curricular trips.
- 1.5 Pupil needs for special transportation services have been steadily increasing. Those needs have impacted non-regular costs dramatically; due to a growing IEP requirement that certain students must have one on one transportation due to the following circumstances: 1. Behavior, 2. Specific program requirements (such as location or time), 3. Disabilities requiring shorter than normal ride time.

This transportation service has greater demands each year, funding is limited each year. This is the one portion of the pupil transportation program that is reducing the fund balance in transportation. Costs are directly associated with student needs as defined by an IEP team or by placement of students in specialized programs. Revenues generated by this program are directly associated with 2 year old costs. I would predict that with the current growth in Special service needs and programs in Moorhead this will continue to reduce the transportation fund balance and will have to be subsidized by general fund money in the next few years.

Note 1993-94 school year - MCAP, PM School, speech and other programs increased very rapidly. During the early part of 1994-95 these programs have continued a rapid increase in population served. If other non-regular programs are added which require transportation services the additional expenditures for transportation will not be covered by revenues designated for transportation.

- 1.6 We are experiancing a 30% driver turn over rate. The approximate cost of hiring and training a school bus driver is \$900 per employee.

### III. PUPIL TRANSPORTATION FUND

#### EXPENDITURE ASSUMPTIONS:

1990.91	ACTUAL	\$1,477,414
1991.92	ACTUAL	1,357,892
1992.93	ACTUAL	1,489,089
1993.94	ACTUAL	1,849,523
1994.95	BUDGET	2,064,240
1995.96	PRELIMINARY BUDGET	1,894,417
1996.97	PROJECTED	2,101,250
1997.98	PROJECTED	2,009,787
1998.99	PROJECTED	2,220,081
1999.00	PROJECTED	2,132,183

### III. PUPIL TRANSPORTATION FUND

#### FUND BALANCE PROJECTIONS:

From 1991 to 1994 the transportation fund has had a positive fund balance. This is due to the policy and school schedule changes which were made in 1989. The operating fund balance remained at positive level until 1994. The deficit is resulting due to a change in the funding policy of the State of Minnesota. In 1991 a legislative change reduced the funding of Non Regular transportation from a 100% level to an 80% level.

If a 3% growth in expenditures is assumed, and the funding formula remains the same as the 1993-94 formula then we can expect expenditures to exceed revenues until FY 1996. The State only allows a deficit to remain in the transportation fund for one fiscal year at a time. The regular to from category can tolerate a higher percentage growth rate and still be with in the state formula, however the Non-regular category cannot.

Our current expenditure in the non-regular category is not fully funded. Any future increases in programs will not be funded by the state formula. If this category exceeds a 3% increase we can expect that total formula revenues will be significantly less than expenditures. Actual increases in the non-regular category over the previous 2 years has averaged 19%.



### III. PUPIL TRANSPORTATION FUND

#### SAFETY EXPENDITURE

##### 1.1 Pupil training -

Expenditures associated with the safety training of pupils are eligible expenses in this funding category. This will include supplies equipment, and driver wages.

##### 1.2 Driver training

Costs associated with annual training and evaluation of school bus drivers. Including wages, instructor fees, course supplies, and room rentals.

##### 1.3 Reporting School Bus Incidents to the State Department of Public Safety.

Purchase of "School Bus Incident Report Forms"

##### 1.4 School Bus Safety Equipment

1995-96 Projected equipment purchases from the safety revenue are crossing gates for school buses.

III PUPIL TRANSPORTATION FUND  
22-Feb-95 INDEPENDENT SCHOOL DISTRICT #152 BUDGETS

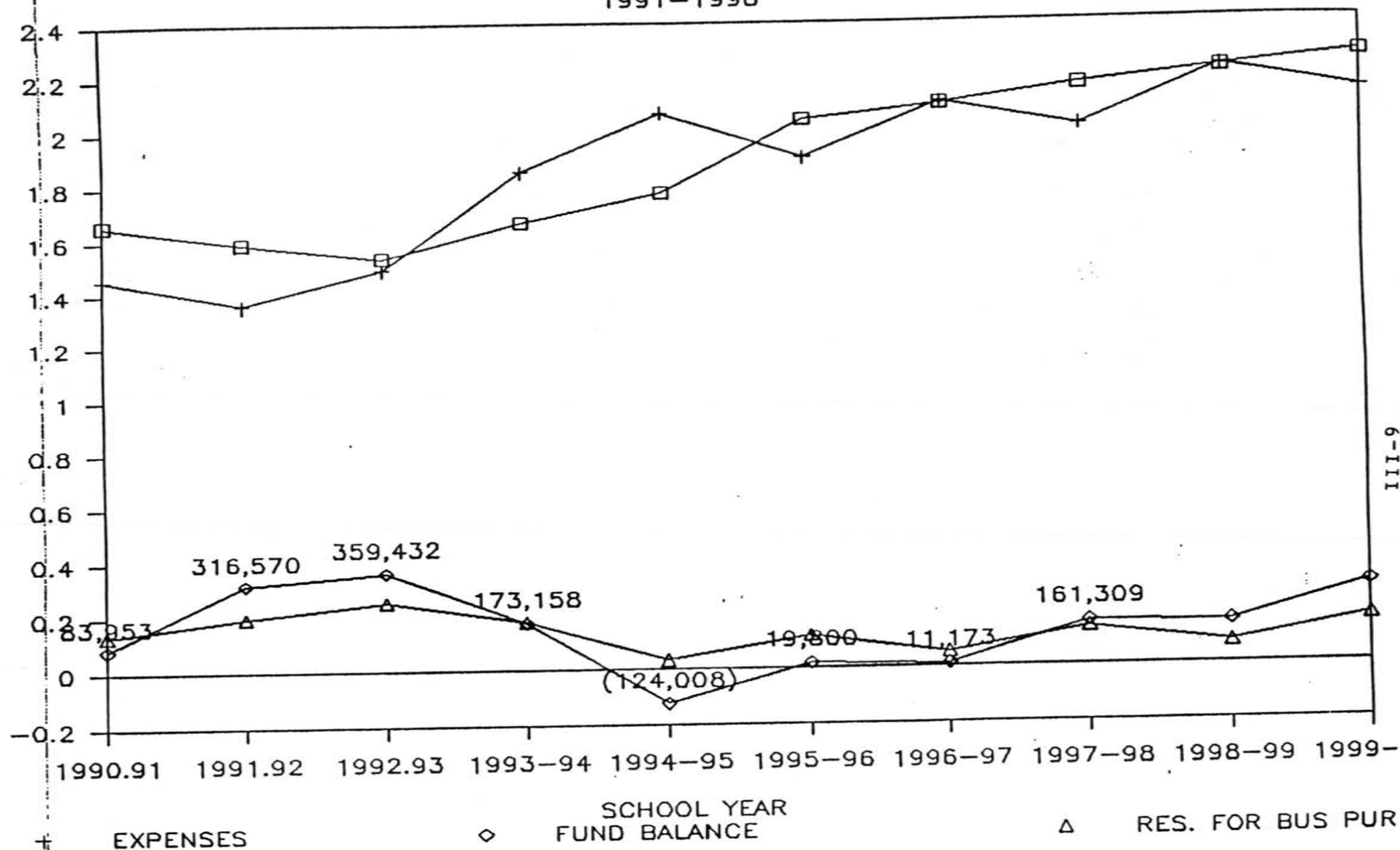
	1990.91 ACTUAL	1991.92 ACTUAL	1992.93 ACTUAL	1993-94 BUDGET	1993-94 ACTUAL	1994-95 Prelim BUDGET	1994-95 FINAL BUDGET	1995-96 Prelim BUDGET 1.02	1996-97	1997-98	1998-99	1999-00
									P R O J E C T E D			
<b>REVENUES</b>												
Local property Taxes												
Transportation levy	445,289	485,765	358,415	558,501	429,651	589,902	493,170	852,216	879,462	908,789	936,217.77	964,299.05
Bus purchase levy	(11,603)	(18,974)	79,813	0	(30,604)	0		0	0			
Property tax shift												
	433,686	466,791	438,228	558,501	399,047	589,902	493,170	852,216	879,462	908,789	936,218	964,299
<b>Other local and county sources:</b>												
Interest		7,532	6,463	5,000	0	5,000	0	0	0	0		
Miscellaneous local revenues	20,425	29,324	25,284		146							
	20,425	36,856	31,747	5,000	146	5,000	0	0	0	0	0	0
<b>State Sources:</b>												
Transportation aid	957,304	768,140	881,750	858,311	980,101	853,611	995,300	1,101,670	1,128,872	1,164,317	1,189,210.14	1,209,939.26
Bus Depreciation Aid	68,563	68,564	68,564	69,400	67,838	81,884	81,884	84,340	84,289	86,818	89,422.09	92,104.75
Tax Credits (HACA) **	89,970	162,442	144,859		108,886		121,720					
Other appropriations	79,856	64,524	46,616		76,310		75,000					
State aid adjustment	11,603	18,974	(79,813)	0	30,604	0		0				
	1,207,296	1,082,644	1,061,976	927,711	1,263,739	935,495	1,273,904	1,186,010	1,213,160	1,251,134	1,278,632	1,302,044
<b>Sales and other conversions of assets:</b>												
Insurance recoveries		4,218			317							
<b>Total revenues</b>	1,661,407	1,590,509	1,531,951	1,491,212	1,663,249	1,530,397	1,767,074	2,038,225	2,092,623	2,159,923	2,214,850	2,266,343
<b>EXPENDITURES:</b>								1.03	1			
Pupil support services:												
Salaries and wages	282,424	277,265	343,649	302,000	312,829	311,060	386,500	398,095	410,038	422,339	435,009	448,059
Employee benefits	35,547	47,756	55,776	48,890	53,059	50,357	48,890	50,357	51,867	53,423	55,026	56,677
Contracted bus services	811,278	797,330	851,407	892,500	1,071,607	892,500	1,142,000	1,176,260	1,211,548	1,247,894	1,285,331	1,323,891
Other purchased services	66,249	29,129	10,802	37,500	52,301	38,625	55,000	56,650	58,350	60,100	61,903	63,760
Supplies and materials	234,422	179,839	196,962	227,300	194,478	234,119	253,550	261,157	268,991	277,061	285,373	293,934
Equipment		7,288	15,545	215,000	143,825	50,000	225,000		150,000		150,000	
Other expenditures	27,977	19,285	14,948		21,424		10,000	10,300	10,609	10,927	11,255	11,593
Chargebacks				(72,000)		(74,160)	(56,700)	(58,401)	(60,153)	(61,958)	(63,816)	(65,731)
<b>Total operating expenses</b>	1,457,897	1,357,892	1,489,089	1,651,190	1,849,523	1,502,501	2,064,240	1,894,417	2,101,250	2,009,787	2,220,081	2,132,183
<b>Fiscal and Other fixed cost programs:</b>												
Employee benefits	19,517											
<b>Total expenditures</b>	1,477,414	1,357,892	1,489,089	1,651,190	1,849,523	1,502,501	2,064,240	1,894,417	2,101,250	2,009,787	2,220,081	2,132,183
<b>Revenues over (under) expenditures:</b>	183,993	232,617	42,862	(159,978)	(186,274)	27,896	(297,166)	143,808	(8,627)	150,136	(5,231)	134,160
<b>FUND BALANCE, (DEFICIT), BEGINNING OF YEAR **</b>	(100,040)	83,953	316,570	359,432	359,432	199,454	173,158	(124,008)	19,800	11,173	161,309	156,078
<b>RETAINED EARNINGS (DEFICIT) FUND BALANCE, END OF YEAR</b>	83,953	316,570	359,432	199,454	173,158	227,350	(124,008)	19,800	11,173	161,309	156,078	290,238
<b>Fund Balance reserved for bus purchase</b>	136,419	197,695	251,296	105,696	177,458	137,580	34,342	118,682	52,971	139,788	79,210	171,315
<b>Operating Fund Balance</b>	(52,466)	118,875	108,136	93,728	(4,300)	89,770	(158,350)	(98,882)	(41,798)	21,520	76,867	118,922

BUDGET 1994.95 PRELIM.: "94TRANSP"

# TRANSPORTATION FUND REV & EXP

1991-1998

DOLLARS  
(Millions)



## TRANSPORTATION EQUIPMENT INVENTORY

[illegible]

1994-95 PUPIL 1.

STATION FUNDING WORKSHEET

## A. INPUT DATA:

Data Item	(a) 1992-93	(b) 1993-94	(c) 1994-95	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01	2001-02	2002-03
PUPILS TRANSPORTED:											
(1) Pupils Transported Regular Category	4067	4166	4207	4249	4291	4334	4378	4422	4466	4510	4554
(2) Pupils Transported Excess Category	928	1019	1109	1121	1132	1144	1155	1167	1178	1190	1202
(3) Regular Category Pupils Transported on Contract Vehicles	2575	2337	2360	2384	2408	2432	2456	2481	2506	2531	2556
(4) Pupils Transported Delegation Category	0	0	0	0	0	0	0	0	0	0	0
(5) Pupils Transported Disabled Category (To and From)	N/A	N/A	184	186	188	190	192	194	195	197	199
TRANSPORTATION COST:											
(6) Regular + Excess Cost (Excluding Traffic Hazards Walkers)	977,199.08	1,162,331.31	1,184,020.00	1,219,540.60	1,256,126.82	1,293,810.42	1,332,624.94	1,372,603.69	1,413,781.80	1,456,193.25	1,499,881.11
(7) Ex Cost - Traffic Hazards Walkers	9,496.43	11,614.08	13,220.00	13,614.60	14,025.10	14,445.85	14,879.23	15,325.60	15,785.37	16,258.93	16,746.70
(8) Bus Depreciation Cost	68,563.70	67,836.29	81,883.88	81,833.88	84,288.90	86,817.56	89,422.09	92,104.75	94,867.90	97,713.93	100,643.35
(9) Nonregular Cost (Exc. Late Bus and Nondisabled Summer)	456,234.64	318,396.46	393,890.00	682,973.50	703,462.71	724,566.39	746,303.58	768,692.69	791,753.47	815,506.08	839,971.26
1993 PAYABLE 1994 LEVY DATA:											
(10) Basic Transportation Levy Limit			314,764.58	333,929.32	343,947.20	354,265.62	364,893.58	375,840.39	387,115.60	398,729.07	410,690.94
(11) Nonregular Transportation Levy Limit	ASSUMES 100% CERTIFICATION		109,634.41	133,483.67	137,490.24	141,614.93	145,863.40	150,239.30	154,746.48	159,388.87	164,170.34
(12) Basic Transportation Levy Certified			314,764.58	333,929.32	343,947.20	354,265.62	364,893.58	375,840.39	387,115.60	398,729.07	410,690.94
(13) Nonregular Transportation Levy Certified			109,634.41	133,483.67	137,490.24	141,614.93	145,863.40	150,239.30	154,746.48	159,388.87	164,170.34
OTHER INPUT DATA:											
(14) 1992 Adjusted Net Tax Capacity (ANTC)	N/A	N/A	13,805,444	15,247,914.00	15,705,351.42	16,176,311.96	16,661,807.32	17,161,641.54	17,676,311.39	18,206,804.73	18,753,010.93
(15) Square Mile Area of District	211.438	211.438	211.438	211.438	211.438	211.438	211.438	211.438	211.438	211.438	211.438
(16) Regular Transportation Allowance	229.00	N/A	N/A	209.00	209.000	209.000	209.000	209.000	209.000	209.000	209.000
(17) Minimum Transportation Allowance (see 92-93 Aid Report)	N/A	N/A	209.00	209.000	209.000	209.000	209.000	209.000	209.000	209.000	209.000
(18) Average Daily Membership (ADM)	5924	6,082	6,284	6,284	6,346.84	6,410.31	6,474.41	6,539.16	6,604.35	6,670.39	6,737.30
(19) Proportion Per ADM	N/A	N/A	0.00000000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000

## B. COMPUTATION OF WEIGHTED PTE PUPILS TRANSPORTED

(20) Regular + Excess Pupils Transp (1)+(2)	4,995	5,185	5,314	5,370	5,424	5,478	5,533	5,588	5,644	5,700	5,757
(21) Square Miles per Pupil Transp (13)/(20)	0.04232995	0.04077878	0.03977389	0.03937393	0.03899409	0.03859811	0.03821595	0.03783737	0.03746294	0.03709202	0.03672477
(22) Line 21 raised to one-fifth power (21) <sup>0.2</sup>	0.53128739	0.52733530	0.52471030	0.52246072	0.52049772	0.51879703	0.51723380	0.51579992	0.51446611	0.51323333	0.51209464
(23) Pupil Weighting Factor for Excess Category 0.4/(22)	0.75288819	0.75630647	0.76133538	0.76386786	0.76538936	0.76691430	0.76844193	0.76997275	0.77150655	0.77304343	0.77458338
(24) Excess Category Weighted PTE (23)*(22)	698.68	772.94	845.42	856.30	866.58	876.99	887.33	898.19	908.98	919.89	930.94
(25) Regular + Excess Weighted PTE (1)+(24)	4,765.68	4,938.94	5,052.42	5,105.30	5,158.07	5,211.39	5,265.28	5,319.72	5,374.72	5,430.29	5,486.44

## C. COMPUTATION OF PREDICTED BASE COST USING 1992-93 DATA

(26) Percent of Regular Pupils Transported on Contract Vehicles 100*((3c)/(1c))	1994-95 56.10	1995-96 56.11	1996-97 56.11	1997-98 56.11	1998-99 56.11	1999-00 56.11	2000-01 56.11	2001-02 56.11	2002-03 56.11	2003-04 56.11
(27) Sq Miles per Weighted PTE: (15a)/(25a)	0.04136681	0.04281040	0.04184886	0.04141539	0.04099169	0.04057725	0.04015704	0.03974610	0.03933394	0.03892479
(28) Sparsity Index (Cfr of .005 or (27))	0.04136681	0.04281040	0.04184886	0.04141539	0.04099169	0.04057725	0.04015704	0.03974610	0.03933394	0.03892479
(29) Density Index (Cfr of 1 or (1-(28)*20))	1.11266380	1.14379200	1.16302280	1.17169220	1.18016620	1.18855500	1.19685920	1.20507800	1.21321520	1.22126420
(30) Contract Transportation Index (Cfr of 1 or ((1/(1-(28)*20)) * (26))	49.77956082	48.04183088	46.96279089	46.47633066	46.0007452	45.53017805	45.06423029	44.60307342	44.14660753	43.69486374
(31) Sparsity Factor: (28) raised to .35 Power	0.45894913	0.45487003	0.45229408	0.45111829	0.44996005	0.44880437	0.44765189	0.44650223	0.44535545	0.44421174
(32) Density Factor: (29) raised to .35 Power	1.03807178	1.04814325	1.05427979	1.05702373	1.05969311	1.06232340	1.06491531	1.06746908	1.06998575	1.07246580
(33) Contract Factor: (30) raised to .05 Power	1.21577316	1.21361512	1.21223744	1.21160632	1.21098372	1.21036113	1.20973877	1.20911475	1.20849302	1.20787389
(34) Predicted Base Cost ((463)*(31)*(32)*(33))	268.18	267.90	267.64	267.50	267.35	267.18	267.01	266.83	266.63	266.43

## D. COMPUTATION OF 1994-95 REGULAR TRANSPORTATION REVENUE

(35) 1992-93 Actual Cost per Weighted PTE ((6a)+(8a))/(25a)	219.44	249.08	250.55	254.91	259.87	264.92	270.08	275.34	280.69	286.16
(36) Average of Line 35 and Line 34	243.81	258.49	259.10	261.21	263.61	266.05	268.55	271.09	273.66	276.30
(37) Adjusted Predicted Base Cost (Line 36, but not less than 80% or more than 105% of line 35)	230.41	258.49	259.10	261.21	263.61	266.05	268.55	271.09	273.66	276.30
(38) Statutory Inflation Factor	1.03425	1.03425	1.03425	1.03425	1.03425	1.03425	1.03425	1.03425	1.03425	1.03425

(39) Line 37 times line 38	238.30	267.34	267.97	270.16	272.64	273.16	277.73	280.37	283.03	285.76
(40) 1994 - 95 Regular Transportation Allowance (theater of 17c or line 39, Rounded off)	238.00	267.00	268.00	270.00	273.00	273.00	278.00	280.00	283.00	284.00
(41) 1994 - 95 Regular Transportation Revenue ((1c) + (4c) + (5c)) * (40)	1,045,058.00	1,184,145.00	1,200,465.80	1,221,518.74	1,247,412.09	1,269,146.67	1,295,821.82	1,318,195.72	1,345,642.44	1,373,506.27

#### II. COMPUTATION OF 1994 - 95 NONREGULAR TRANSPORTATION REVENUE AND LEVY

(42) Estimated 1994 - 95 Nonregular Costs (9c)	593,890.00	682,973.50	703,462.71	724,566.59	746,303.58	768,692.69	791,753.47	815,506.08	839,971.26	865,170.40
(43) Regular Revenue for 94 - 95 Desegregation Transp (4c) * (40)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(44) Regular Revenue for 94 - 95 Disabled Transp (5c) * (40)	43,792.00	49,662.00	50,346.48	51,219.42	52,316.62	53,226.90	54,345.63	55,283.97	56,433.06	57,603.65
(45) Actual 1992 - 93 Nonregular Costs (9a)	456,254.64	518,396.46	593,890.00	682,973.50	703,462.71	724,566.59	746,303.58	768,692.69	791,753.47	815,506.08
(46) Adjusted 1992 - 93 Nonregular Costs ((45) * (18c/18a) * 1.03423)	500,557.47	553,958.61	620,373.04	720,563.29	742,180.18	764,443.59	787,378.96	811,000.33	835,330.34	860,390.23
(47) Initial Nonregular Revenue (Lessor of (42) or (46))	500,557.47	553,958.61	620,373.04	720,563.29	742,180.18	764,443.59	787,378.96	811,000.33	835,330.34	860,390.23
(48) Excess Nonregular Transportation Revenue ((42) - (45) * 1.30 * (18c/18a) * .80)	87,927.10	117,887.73	82,907.04	22,292.26	22,961.02	23,649.85	24,339.33	25,090.13	25,842.83	26,618.12
(49) Nonregular Revenue Used in Formula ((47) - (43) - (44) + (48))	544,692.57	622,184.34	652,933.60	691,626.13	712,824.58	734,868.54	757,392.68	780,806.49	804,738.11	829,404.72
(50) \$60 times 1994 - 95 ADM	377,040.00	377,040.00	380,810.40	384,618.50	388,464.69	392,349.34	396,272.83	400,235.56	404,237.91	408,280.29
(51) 30 Percent of Nonregular Revenue Exceeding \$60 * ADM ((49) - (50) * .30)	83,826.28	122,572.17	136,061.60	153,503.82	162,179.94	171,259.60	180,559.93	190,285.47	200,250.10	210,562.22
(52) Nonregular Levy Revenue (49) - (51)	460,866.29	499,612.17	516,872.00	538,122.31	550,644.64	563,608.94	576,832.75	590,521.02	604,488.01	618,842.50
(53) 1992 ANTIC per 1994 - 95 ADM (14c) / (18c)	2,196.92	2,426.47	2,474.52	2,323.52	2,373.49	2,624.45	2,676.42	2,729.41	2,783.46	2,838.58
(54) Nonregular Levy Ratio (Lessor of 1 or (line 53 / 80000))	0.27461500	0.30330875	0.30931500	0.31544000	0.32168625	0.32805625	0.33455230	0.34117625	0.34793230	0.35482120
(55) Nonregular Transportation Levy Authority (52) * (54)	126,560.80	151,236.74	139,876.26	169,745.30	177,134.81	184,895.44	192,980.84	201,471.75	210,321.02	219,579.24

#### F. COMPUTATION OF 1994 - 95 CONTRACTED SERVICES AID REDUCTION

(56) Predicted Base Cost Excluding Contract Factor (\$463 * (31) * (37))	212.96	213.12	213.15	213.15	213.14	213.12	213.09	213.05	213.01	212.93
(57) Average of Line 35 and Line 56	216.20	231.10	231.85	234.03	236.51	239.02	241.59	244.20	246.85	249.56
(58) Adjusted Predicted Base Cost Excluding Contract Factor (Line 57, but not less than 80% or more than 105% of line 55)	216.20	231.10	231.85	234.03	236.51	239.02	241.59	244.20	246.85	249.56
(59) Statutory Inflation Factor	1.0343	1.0343	1.0343	1.0343	1.0343	1.0343	1.0343	1.0343	1.0343	1.0343
(60) Line 58 times line 59 (Rounded off)	224.00	239.00	240.00	242.00	245.00	247.00	250.00	253.00	255.00	258.00
(61) Contracted Services Allowance (39) - (60)	14.00	28.00	28.00	28.00	28.00	28.00	28.00	27.00	28.00	28.00
(62) Contracted Services Aid Reduction (((1c) + (4c) + (5c)) * (61))	61,474.00	124,180.00	125,421.80	126,676.02	127,942.78	129,222.21	130,514.43	127,111.73	133,137.77	134,469.13

#### G. COMPUTATION OF TOTAL 1994 - 95 TRANSPORTATION AID

(63) Regular + Nonregular Revenue (41) + (49)	1,589,750.57	1,806,329.34	1,853,399.40	1,913,144.87	1,960,266.67	2,004,015.21	2,053,214.50	2,099,002.21	2,150,380.55	2,202,910.99
(64) Basic Transportation Levy (0.0226 * 1992 ANTIC)	312,003.49	344,602.86	354,940.94	365,589.17	376,556.83	387,853.53	399,489.16	411,473.83	423,818.03	436,532.59
(65) Maximum Transportation Aid (Greater of Zero or ((63) - (55) - (64)))	1,089,712.28	1,186,009.74	1,213,160.40	1,251,154.38	1,278,632.23	1,302,044.01	1,330,230.07	1,358,944.90	1,383,103.71	1,412,330.01
(66) Percent of Maximum ((12c) + (13c)) / ((10c) + (11c))	1.00000000	1.00000000	1.00000000	1.00	1.00000000	1.00000000	1.00000000	1.00000000	1.00000000	1.00000000

(67) Total Transportation Aid (6)	1,089,712.28	1,186,009.74	1,213,160.40	1,251,134.38	632.23	1,302,044.01	1,330,230.07	1,358,944.90	1,383,103.71	1,412,330.01
(68) Required Transfer to Bus Pk. (Included in Total Transp Revenue)	81,883.88	81,833.88	84,288.90	86,817.56	1,422.09	92,104.73	94,867.90	97,713.93	100,645.35	103,664.71

#### II. COMPUTATION OF 1994-95 EXCESS TRANSPORTATION LEVY AUTHORITY

(69) 1994 95 Actual Cost per Weighted PTH (64) * (66) / (25%)	230.55	254.91	239.87	264.92	270.08	275.34	280.49	286.16	291.72	297.40
(70) Excess Transportation Allowance (Larger of line 69 or line 40)	238.00	254.91	239.87	264.92	270.08	275.00	278.00	280.00	283.00	286.00
(71) Initial Excess Levy Authority (Line 26 times line 70)	201,209.96	218,279.43	225,198.14	232,332.19	239,704.10	247,002.25	252,696.44	257,569.20	263,456.02	269,449.18
(72) Est Cost - Traffic Hazards Walkers (Line 7c)	13,210.00	13,616.60	14,025.10	14,445.85	14,879.23	15,323.60	15,783.37	16,258.93	16,746.70	17,249.10
(73) Total Excess Levy Authority (Line 71 plus line 72)	214,429.96	231,896.03	239,223.24	246,778.04	254,583.33	262,327.85	268,481.81	273,828.13	280,202.72	286,698.28

#### I. COMPUTATION OF TOTAL 1994-95 TRANSPORTATION REVENUE, AID AND LEVY

(74) Regular + Nonregular + Excess Revenue (41) + (49) + (73)	1,804,180.53	2,038,223.37	2,092,622.64	2,159,922.91	2,214,850.00	2,266,343.06	2,321,696.31	2,372,840.34	2,410,383.27	2,489,609.27	
(75) Nonregular + Contract + Basic + Excess Levy (33) + (62) + (64) + (73)	714,468.25	852,215.63	879,462.24	908,788.53	936,217.77	964,299.05	991,466.24	1,013,885.44	1,047,479.56	1,077,279.26	
(76) Gross Transportation Aid (74) - (75)	1,089,712.28	1,186,009.74	1,213,160.40	1,251,134.38	1,278,632.23	1,302,044.01	1,330,230.07	1,358,944.90	1,383,103.71	1,412,330.01	
(77) Average Daily Membership (1994 - 95)	6284.000	6284.000	6346.840	6410.308	6474.411	6539.156	6604.547	6670.593	6737.299	6804.672	
(78) Proration Per ADM	0.00000000	0.00000000	0.00000000	0.00000000	0.00000000	0.00000000	0.00000000	0.00000000	0.00000000	0.00000000	
(79) Proration Based on ADM (77) * (78)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
(80) Prorated State Aid (76) - (79)	1,089,712.28	1,186,009.74	1,213,160.40	1,251,134.38	1,278,632.23	1,302,044.01	1,330,230.07	1,358,944.90	1,383,103.71	1,412,330.01	0.00
(81) Levy Reduction Due to Proration (If proration is greater than gross aid)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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## Expense Vs. Revenue by Funding Category

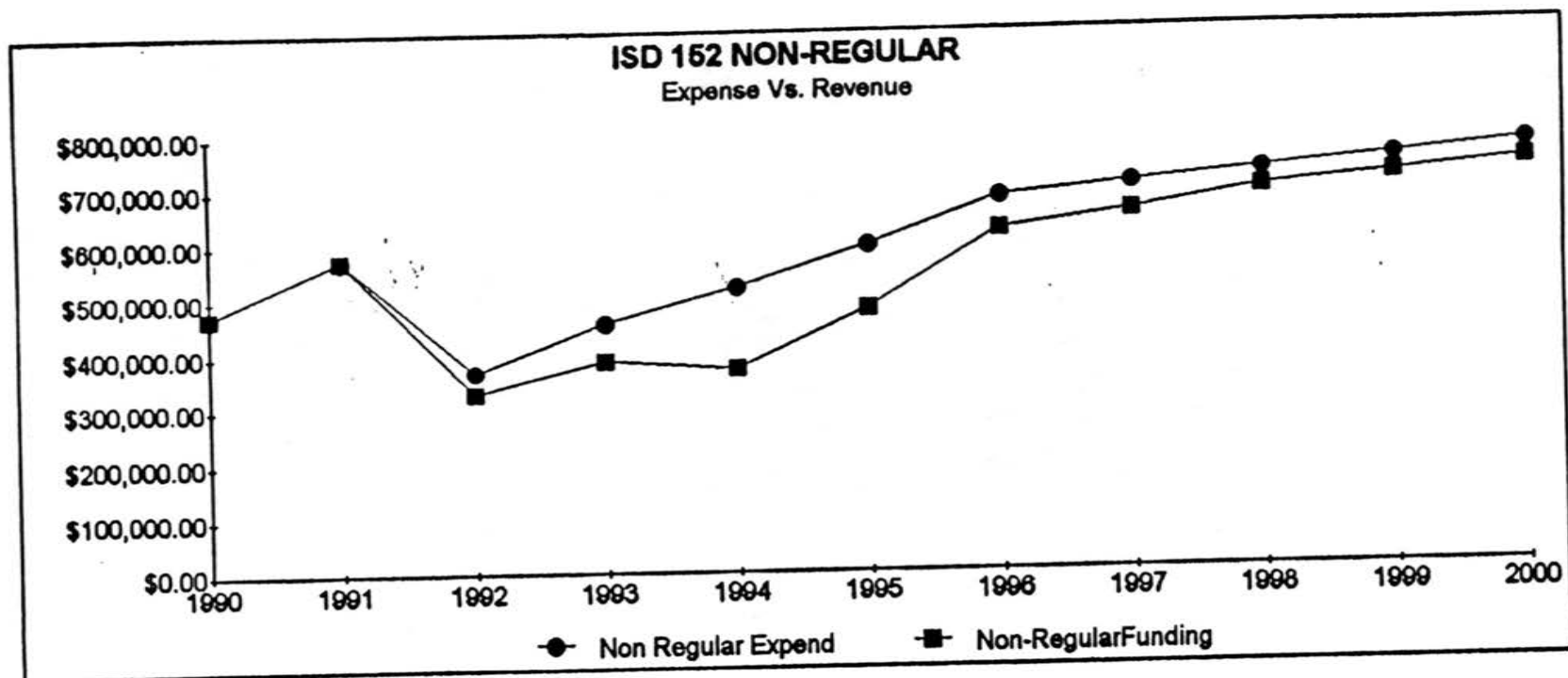
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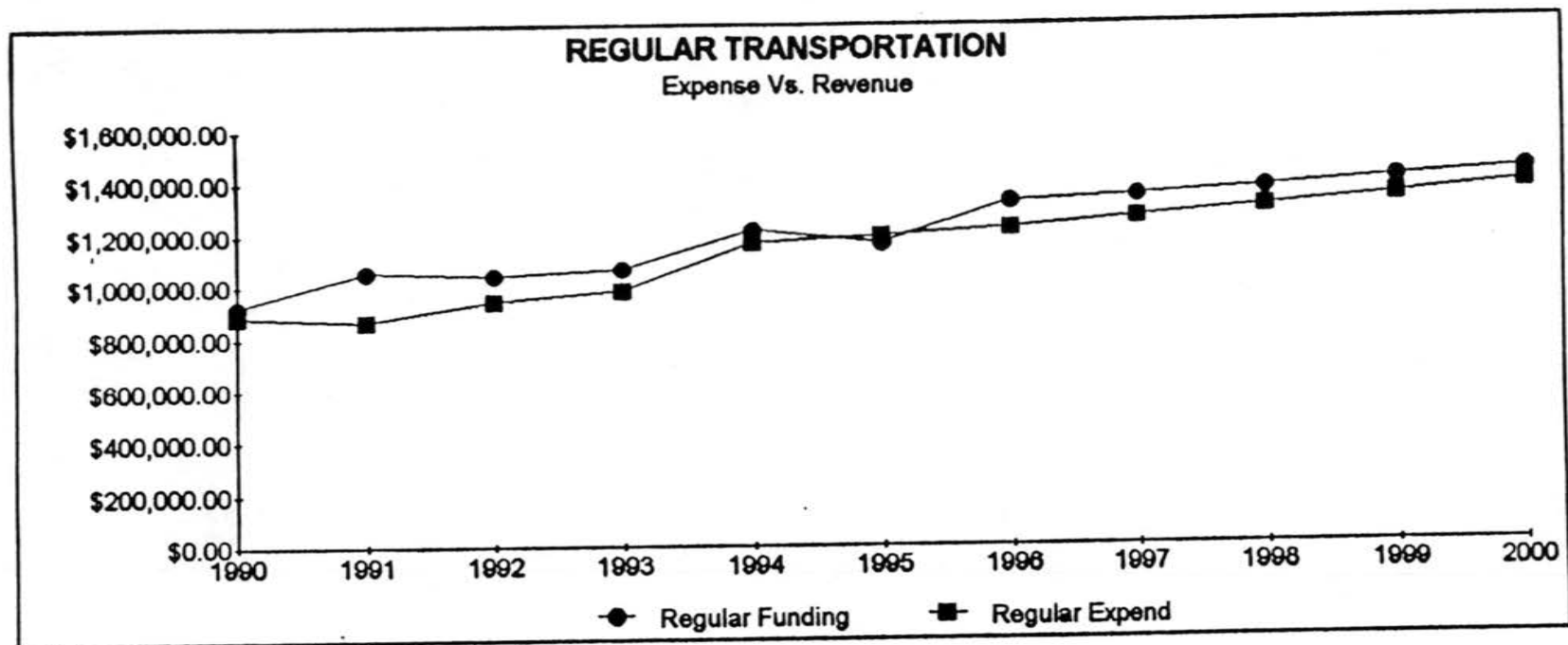
3%	1990	1991	1992	1993	1994	1995	1996	1997
Regular Expend	\$882,303.00	\$865,940.00	\$939,001.00	\$977,199.08	\$1,162,331.31	\$1,186,887.00	\$1,219,540.60	\$1,256,126.82
Hazard	\$10,000.00	\$7,628.65	\$11,065.00	\$9,496.45	\$11,614.08	\$10,705.00	\$13,616.60	\$14,025.10
Non Regular Expend	\$470,000.00	\$571,976.86	\$367,433.57	\$456,254.64	\$518,396.46	\$593,890.00	\$682,973.50	\$703,462.71
Bus Depreciation	\$70,153.00	\$68,563.00	\$68,563.70	\$68,563.70	\$67,838.29	\$81,833.88	\$81,833.88	\$84,288.90
TOTAL exp	\$1,432,456.00	\$1,514,108.51	\$1,386,063.27	\$1,511,513.87	\$1,760,180.14	\$1,873,315.88	\$1,997,964.58	\$2,057,903.52
Funding								
Regular Funding	\$923,581.92	\$1,053,794.21	\$1,040,578.29	\$1,062,011.47	\$1,211,598.59	\$1,162,839.46	\$1,320,590.55	\$1,341,375.04
Hazard	\$10,000.00	\$7,179.00	\$0.00	\$0.00	\$11,614.08	\$10,705.00	\$13,616.60	\$14,025.10
Non-Regular Funding	\$470,000.00	\$571,976.86	\$328,961.57	\$388,871.41	\$371,123.08	\$478,140.69	\$622,184.34	\$652,933.60
Bus Depreciation	\$70,153.00	\$68,345.93	\$68,563.70	\$68,563.70	\$67,838.29	\$81,883.88	\$81,833.88	\$84,288.90
T Rev	\$1,473,734.92	\$1,701,296.00	\$1,438,103.56	\$1,519,446.58	\$1,662,174.04	\$1,733,569.03	\$2,038,225.37	\$2,092,622.64



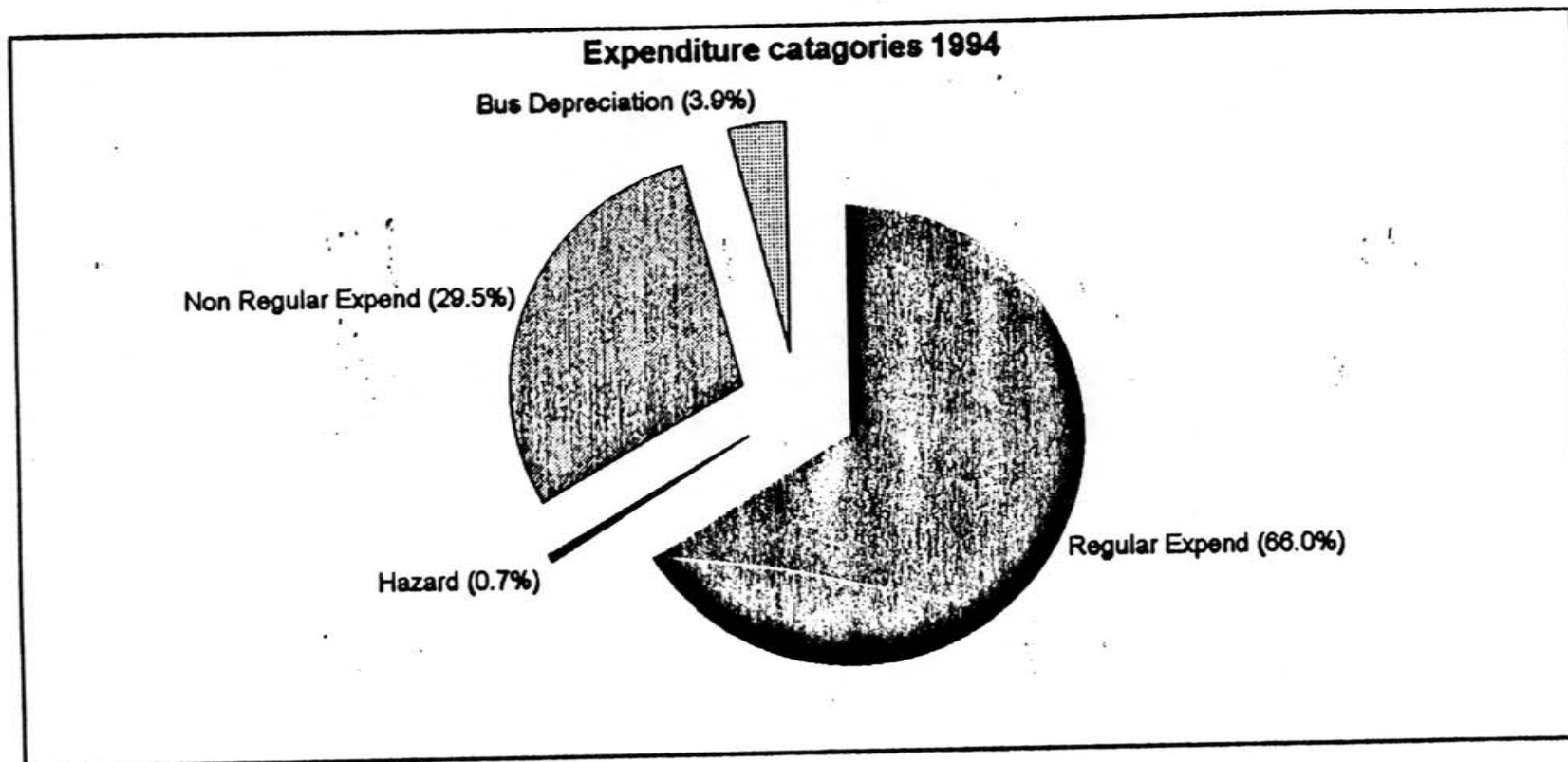
Expense Vs. Rev      Funding Catagory

3%	1998	1999	2000
Regular Expend	\$1,293,810.62	\$1,332,624.94	\$1,372,603.89
Hazard	\$14,445.85	\$14,879.23	\$15,325.60
Non Regular Expend	\$724,566.58	\$746,303.58	\$768,692.69
Bus Depreciation	\$86,817.56	\$89,422.09	\$92,104.75
TOTAL exp	\$2,119,640.62	\$2,183,229.84	\$2,248,726.74
Funding			
Regular Funding	\$1,367,033.37	\$1,397,724.10	\$1,424,044.17
Hazard	\$14,445.85	\$14,879.23	\$15,325.60
Non-Regular Funding	\$691,626.13	\$712,824.58	\$734,868.54
Bus Depreciation	\$86,817.56	\$89,422.09	\$92,104.75
T Rev	\$2,159,922.91	\$2,214,850.00	\$2,266,343.06





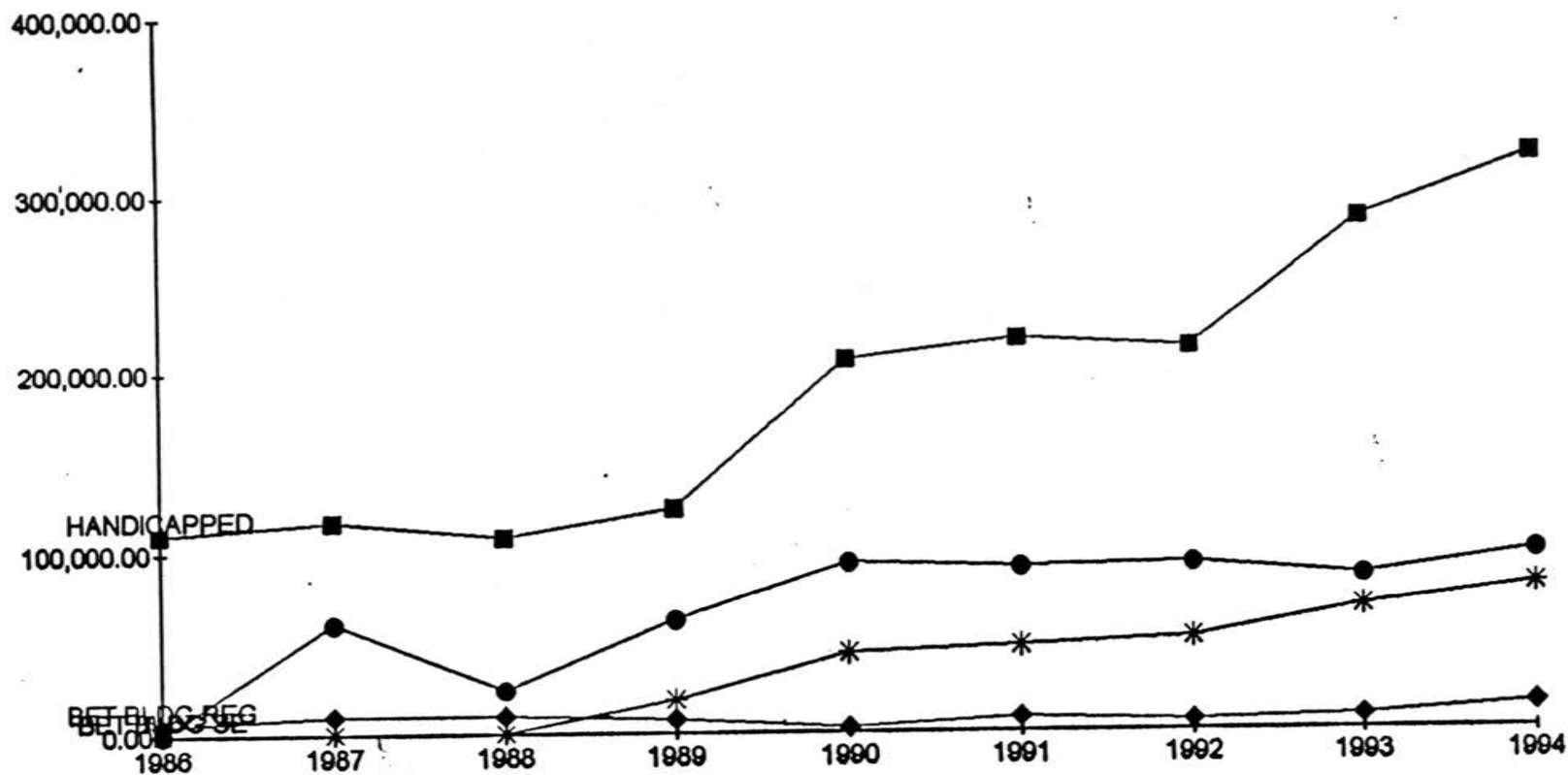
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## Non Regular Ex re by Program

		1986	1987	1988	1989	1990	1991	1992	1993	1994
FIN	716 NOON KNDG	0.00	60,779.00	24,214.62	62,373.07	93,439.97	90,239.29	92,387.34	85,062.74	97,972.05
FIN	717 LATE BUS	0.00	40,780.00	10,783.28	41,099.60	136,888.98	150,431.81	N/A	N/A	N/A
FIN	721 SUM SCHOOL	25,917.04	21,500.88	17,341.17	32,600.96	29,249.64	33,597.41	7,581.33	N/A	N/A
FIN	722 VOC CNTR	3,734.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FIN	723 HANDICAPPED	110,182.42	116,800.18	108,218.13	123,541.63	206,323.07	217,730.17	212,039.83	284,181.74	319,427.44
FIN	724 BOARD/ODG	4,071.36	8,764.43	0.00	4,574.60	6,579.80	23,743.16	7,380.96	8,437.41	7,546.10
FIN	726 BET BLDG REG	5,563.97	9,837.01	9,827.47	7,686.90	2,427.24	7,591.28	5,104.67	7,893.17	13,724.76
FIN	726 SHARE TIME	5,723.90	8,182.36	6,334.46	9,760.39	2,000.00	858.74	852.29	118.49	456.93
FIN	727 BET BLDG SE	0.00	0.00	0.00	18,522.00	43,468.00	46,970.00	51,003.48	67,763.59	79,270.18
FIN	728 TO B & I	2,343.10	465.30	5,760.00	0.00					
FIN	729 COOP #CAD	0.00	5,130.88	0.00	0.00					
	TOTAL NON-REG COST	167,636.32	272,230.04	182,479.13	300,149.05	520,376.60	571,161.86	376,349.90	453,457.14	518,396.46

## NON REGULAR COST BY PROGRAM

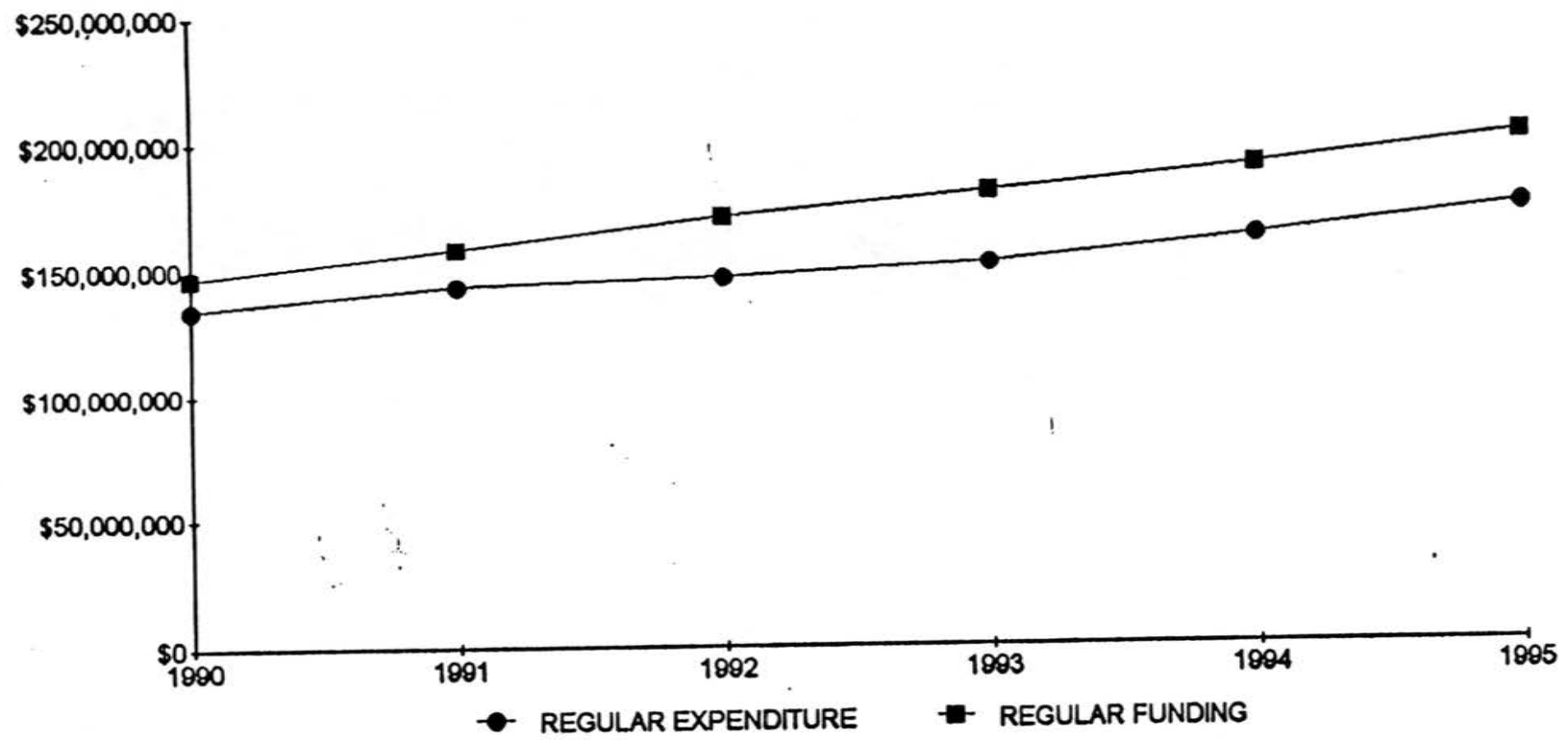


- Handicapped to From
- \* Between Building Special Education
- Noon Kindergarten
- ◆ Between Building Regular Education

State of Minnesota      ing by Category

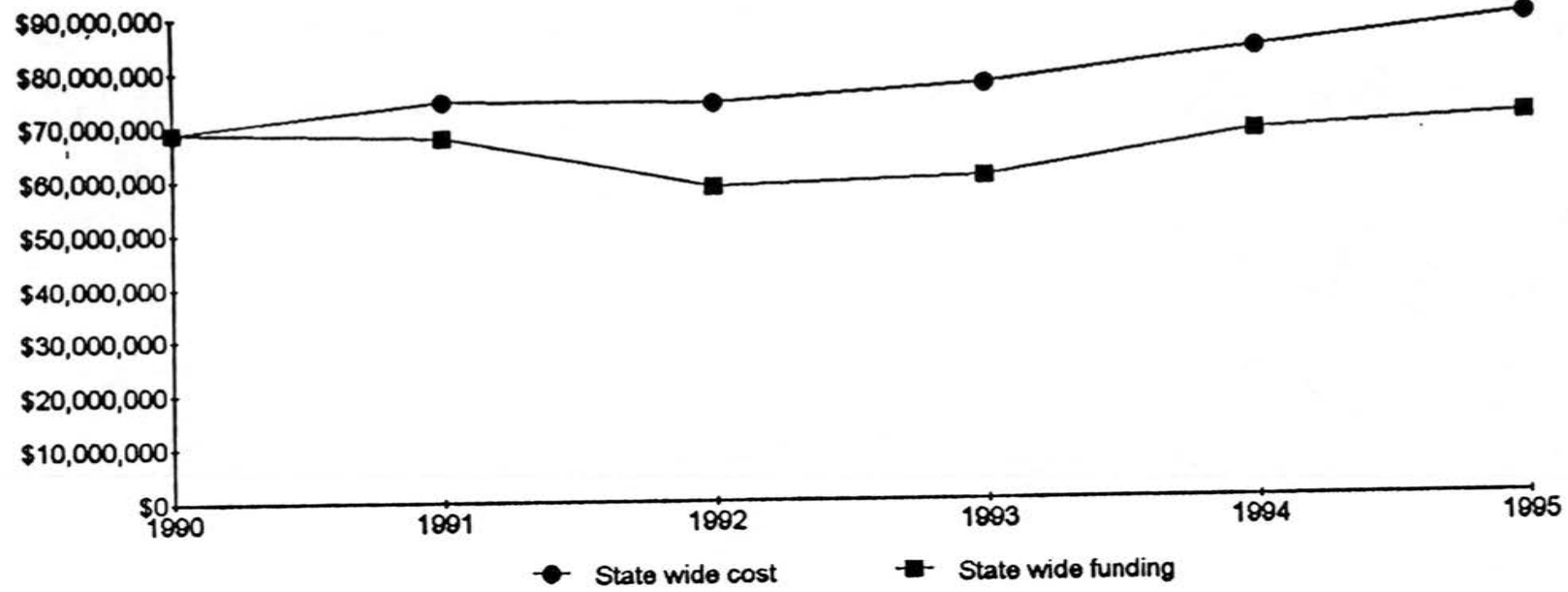
	1990	1991	1992	1993	1994	1995
<b>EXPENDITURES</b>						
Regular/Excess	\$134,072,539	\$143,181,832	\$146,616,596	\$151,705,205	\$161,893,612	\$172,775,784
Excess Walkers	\$863,640	\$1,037,791	\$1,394,453	\$1,394,481	\$1,433,526	\$1,476,532
Nonregular expense	\$68,659,607	\$74,593,664	\$73,946,530	\$77,222,799	\$83,410,007	\$89,138,693
Postsecondary Agreements		\$101,601	\$189,753	\$220,083	\$237,778	\$257,632
Late Bus			\$3,153,724	\$3,442,043	\$3,667,356	\$3,916,975
Bus Depr	\$11,507,199	\$12,508,630	\$14,274,088	\$15,430,660	\$16,561,573	\$18,227,404
Summer			\$228,654	\$243,972	\$254,091	\$265,188
<b>TOTAL EXPENSE</b>	<b>\$215,102,985</b>	<b>\$231,423,518</b>	<b>\$239,803,798</b>	<b>\$249,659,243</b>	<b>\$267,457,943</b>	<b>\$286,058,188</b>
<b>FORMULA FUNDING:</b>						
Regular	\$123,543,489	\$138,258,996	\$149,630,458	\$157,368,096	\$165,111,948	\$174,275,068
Nonregular funding	\$68,659,607	\$67,785,231	\$58,209,672	\$59,934,174	\$67,998,628	\$70,333,599
Excess	\$23,077,938	\$19,967,398	\$21,266,168	\$22,574,030	\$24,215,344	\$26,298,428
Deseg/Other	\$0	\$0	\$1,611,186	\$567,000	\$23,000	\$23,000
Postsecondary Agreements		\$0	\$189,753	\$211,530	\$228,545	\$257,632
Late Bus				\$953,990	\$1,867,478	\$2,076,721
<b>TOTAL FUNDING</b>	<b>\$215,281,034</b>	<b>\$226,011,625</b>	<b>\$230,907,237</b>	<b>\$241,606,820</b>	<b>\$259,444,943</b>	<b>\$273,264,446</b>
Reg + excess fund	\$146,621,427	\$158,226,394	\$170,896,626	\$179,940,126	\$189,327,292	\$200,573,494
<b>Formula funding as % of Expenditure</b>						
Regular + Excess	109.36%	110.51%	116.56%	118.61%	116.95%	116.09%
Non - Regular	100.00%	90.87%	78.72%	77.61%	81.52%	78.90%

# STATE REGULAR FUNDING VS EXPENSE 1990 - 1995



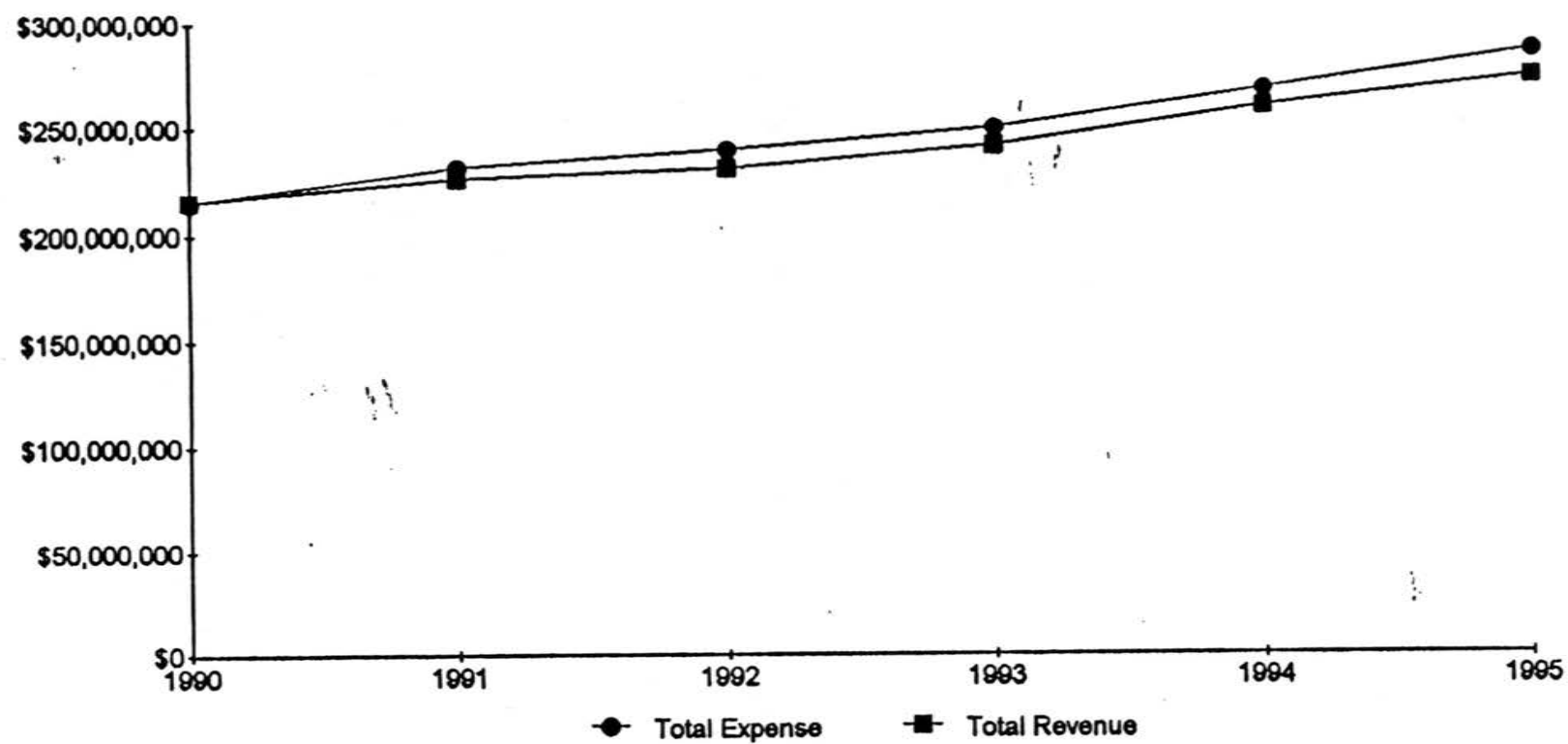


# STATE FUNDING OF NONREGULAR TRANSPORT 1990 - 1995



**STATE FUNDING OF TRANSPORTATION**

Total



FUND IV

COMMUNITY SERVICE FUND

# COMMUNITY EDUCATION

## OPERATIONAL PLAN

### IV. COMMUNITY EDUCATION FUNDS PROJECTIONS

The 1995 legislature did not reduce community education funding. However the elimination of the automatic TRA/FICA transfer does reduce revenue in some of our programs. While the legislature did not cut funding, they also have not increased funding. General community ed has had the same per capita amount since 1992-93, except \$.15 per capita added specifically for youth development in 1994-95.

The future is difficult to predict because of changes inherent in the goals of the new Department of Children, Families and Learning. Community Education staff will monitor expenses carefully this year and look at decreasing costs where possible. Revenue producing programs will be explored.

<u>Exhibits</u>	<u>Page</u>
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D. Fund Balance	IV 13
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1/17/96

# COMMUNITY EDUCATION FUND

## Revenue Assumption

1. A combination of local levy and state aid provide the funding for the following community education programs:

### a. General Community Education levy

<u>Year</u>	<u>Local Levy</u>	<u>State Aid</u>	<u>Total</u>	<u>Increase</u>
1992-93	144,624	107,609	252,232	Levied*
1993-94	151,994	100,239	252,232	Levied
1994-95	158,879	98,917	257,796	2%
1995-96	172,301	85,495	257,796	0%
1996-97	185,432	72,365	257,796	0%
1997-98	185,432	72,365	257,796	0%
1998-99	185,432	72,365	257,796	0%
1999-2000	185,432	72,365	257,796	0%
2000-01	185,432	72,365	257,796	0%

### b. Early Childhood Family Education levy

<u>Year</u>	<u>Local Levy</u>	<u>State Aid</u>	<u>Total</u>	<u>Increase</u>
1992-93	78,718	133,033	211,751	Levied
1993-94	70,000	121,410	191,410	Levied-84.6%
1994-95	66,012	104,871	170,883	Levy-75%
1995-96	76,363	85,881	162,244	Levy-80%
1996-97	102,664	106,122	208,786	Levy-100%
1997-98	102,664	106,122	208,786	Levy-100%
1998-99	102,664	106,122	208,786	Levy-100%
1999-2000	102,664	106,122	208,786	Levy-100%
2000-01	102,664	106,122	208,786	Levy-100%

### c. Kindergarten Readiness

<u>Year</u>	<u>State Grant</u>
1993-94	80,085
1994-95	81,817
1995-96	68,000
1996-97	68,000
1997-98	68,000
1998-99	68,000
1999-2000	68,000
2000-01	68,000

1992-93	Actual
1993-94	Actual
1994-95	Actual
1995-96	Budget
1996-97	Preliminary
1997-98	Projection
1998-99	Projection
1999-2000	Projection
2000-01	Projection

### Revenue Rationale

The funds are: General Community Education, Early Childhood Family Education, Kindergarten Readiness, Adult Basic Education and Disabled Adult. Youth Service is a designated amount in the General Community Education fund.

1. All levies are certified in December of each year for the forthcoming school year.

Community Education funds are categorical funds, meaning they cannot be transferred from one fund to another.

- a. This revenue is based on district population. We requested a population increase from 34,795 to 37,093 for 1992-93 funding. The population will remain constant until the 2000 census. Recent increases in the General Community Education levy have been directed specifically to youth service. (15¢ per capita added in 1994-95) Past and current levy amounts are:

1992-93	\$ 6.80
1993-94	\$ 6.80
1994-95	\$ 6.95
1995-96	\$ 6.95
1996-97	\$ 6.95
1997-98	\$ 6.95
1998-99	\$ 6.95
1999-2000	\$ 6.95
2000-01	\$ 6.95

- b. The state grant and local levy are based on the number of children in the district age 0-4. The population dropped from 2323 in 1994-95 to 2003 for 1995-96, but the Dec. 1, 1995 count is 2030. The aid per child age 0-4 had increased every year until the last three years; however, the population for this age group has fluctuated. In 1992-93 we were allowed to apply for \$1.60 per child for in-service for home visitors for violence prevention. History of the funding is:

1992-93	2,132 x (\$101.25 + \$1.60)
1993-94	2,174 x (\$101.25 + \$1.60)
1994-95	2,323 x (\$101.25 + \$1.60)
1995-96	2,003 x (\$101.25 + \$1.60)
1996-97	2,030 x (\$101.25 + \$1.60)
1997-98	2,030 x (\$101.25 + \$1.60)
1998-99	2,030 x (\$101.25 + \$1.60)
1999-2000	2,030 x (\$101.25 + \$1.60)
2000-01	2,030 x (\$101.25 + \$1.60)

- c. Kindergarten Readiness gained stable funding in 1993-94 as a grant from the Minnesota Department of Education.

# Revenue Assumptions

## d. Disabled Adult levy and state aid

<u>Year</u>	<u>Local Levy</u>	<u>State Aid</u>	<u>Total</u>	<u>Increase</u>
1992-93	13,000	13,000	26,000	Actual
1993-94	13,000	13,000	26,000	Actual
1994-95	13,000	13,000	26,000	Actual
1995-96	13,000	13,000	26,000	Budget
1996-97	13,000	13,000	26,000	0%
1997-98	13,000	13,000	26,000	0%
1998-99	13,000	13,000	26,000	0%
1999-2000	13,000	13,000	26,000	0%
2000-01	13,000	13,000	26,000	0%

## d. Adult Basic Education levy

<u>Year</u>	<u>Local Levy</u>	<u>State &amp; Federal Aid</u>	<u>Total</u>	<u>Increase</u>
1992-93	27,736	112,003	139,739	Actual
1993-94	29,150	105,961	135,111	-3.3%
1994-95	16,388	134,838	151,226	+ 2%
1995-96	18,298	123,797	142,095	+ 1%
1996-97	20,229	121,007	141,236	0%
1997-98	18,298	121,007	139,305	0%
1998-99	18,298	121,007	139,305	0%
1999-2000	18,298	121,007	139,305	0%
2000-01	18,298	121,007	139,305	0%

## e. Early Childhood screening

<u>Year</u>	<u>State Aid</u>	<u>Increase</u>
1992-93	14,700	Actual
1993-94	14,517	Actual
1994-95	15,000	Actual
1995-96	15,000	Budget
1996-97	15,000	0%
1997-98	15,000	0%
1999-2000	15,000	0%
2000-01	15,000	0%

## f. Non-Public funding

<u>Year</u>	<u>State Aid</u>	<u>Increase</u>
1992-93	16,571	Actual
1993-94	16,172	Actual
1994-95	19,170	Actual
1995-96	19,000	Budget
1996-97	19,000	0%
1997-98	19,000	0%
1999-2000	19,000	0%
2000-01	19,000	0%

## Revenue Rationale

d. Disabled Adult funding is based on a grant from the state and local levy authority. It is unlikely there will be an increase. There has been no increase since 1990-91.

d. ABE local levy is based upon tax capacity. The State and Federal grant is applied for annually. The local levy was reduced in 1994-95 and will increase slightly for 1995-96. Part of ABE funding is Federal. It is the only program in Community Education that receives Federal funds. Federal monies may decrease or disappear.

e. We receive \$25 from the Department of Education for each preschooler that is screened. Early Childhood screening services are also provided for DGF school district. They pay for the services.

f. Revenues are based on actual expenditures as this is a reimbursable program. Non-public student count increased in 1994-95 but is anticipated to remain stable in the future.

### **AUTHORIZED RATES OF ENTITLEMENT:**

The authorized rates of entitlement per eligible pupil to be used in computing district allotments for non-public pupil aids for school year 1994-95 are as follows:

Textbooks, standardized tests and individualized instructional materials	\$ 51.08
Public Health Services	\$ 31.58
Secondary pupil guidance and counseling services	\$121.00



### Revenue Assumptions

2. Some programs have tuition or fees (Adult Classes, ECFE, CHOICES, Seniors, Summer Music, Summer Safari, and GED Tests). Fees will supplement the cost of Community Education programs. Fees will increase as indicated below.

<u>Year</u>	<u>Amount</u>
1992-93	115,000
1993-94	117,048
1994-95	113,259
1995-96	96,425
1996-97	97,000
1997-98	100,000
1998-99	103,000
1999-2000	106,090
2000-01	109,273

3. Income from interest on investments is as follows:

<u>Year</u>	<u>Income</u>
1992-93	8,092
1993-94	15,520
1994-95	37,345
1995-96	6,000
1996-97	5,700
1997-98	5,415
1998-99	5,144
1999-2000	4,887
2000-01	4,643

4. In the past Community Education has received grants. These cannot be anticipated.

## Revenue Rationale

2. Since local and state funding probably will not increase, we need to look at income from fees to help maintain or expand present programs. An attempt has been made to increase income derived from fees by improving marketing efforts and by providing quality programs with maximum customer service to increase the number of program participants. In addition, non-resident participants in subsidized programs pay higher fees and we have charged higher fees for all programs when possible. In 1993-94 we initiated fee based programming for school age children assuming it will be self supporting.

3. Interest income will drop as the fund balance and interest rate decreases. Interest is projected to drop 5% each year. The higher interest in 1993-94 & 1994-95 was due to the build-up of funds within Fund 4 for remodeling Lincoln.

4. Grants for 1995-96 are:

CHOICES transition grant from  
Minnesota Community Education Association

\$500.00

## COMMUNITY EDUCATION FUND

### Expenditure Assumption

1. Costs will be contained to reflect static revenues and a decreasing fund balance. Staffing will need to be analyzed in: administration, class coordination, Community Arts, Community Resource, Seniors and Youth Development. No increases are projected for supplies or contracted services and in some cases decreases will be necessary. Salaries will be increased at the standard rate which has been 3%. What the state does with preschool programs will affect our general Community Education budget and further reductions may be needed.
2. Staff to teach classes for adults and school age children will be allocated as necessary based on participation.
3. Because of a decreased population number and the loss of TRA/FICA the Early Childhood Family Education fund balance is dropping. Despite increasing the levy and state grant to 100%, costs will need to be controlled.
4. Learning (Kindergarten) Readiness budget will cover the costs of remodeling Lincoln Community Education Center in addition to maintaining a viable Learning Readiness Program.
5. Expenditures for CHOICES will remain within the allocated funds.
6. Expenditures for the Adult Basic Education program will not increase

## Expenditure Rationale

1. No additional full or part-time regular staff are anticipated in these programs because revenues will remain unchanged, however, community needs may change. Needs are identified and responses generated and recommended by the Community Education Advisory Council. Changed needs may dictate different staffing patterns and staff responsibilities. Any new programs added will be self supporting. As income increases, decreases or remains stable, current programs will be examined and changes will be made to reflect current financial resources.

2. Some staff costs are based upon staff for fee-based programs. As participation increases, staff costs will increase but income also increases. Fees that are collected cover the increased program costs and also supplement other programs. Staff may be added as necessary to carry out grant requirements.

3. Loss of TRA/FICA and decrease in population will need to be offset by expenditure reduction. We anticipate increased participation resulting from strengthened marketing efforts and a new site in the fall, 1995. Additional certified and paraprofessionals staff may be needed for the Early Childhood Family Education program because of increased participation and to reach "at risk" families.

Rent is higher than it has been in the past because we are paying off the loan to remodel the Lincoln Community Education Center. When that has been paid off, operating expenses will be similar to previous rent costs or less.

4. Learning Readiness is the only fund that can be used for capital outlay, thus it is the money that was used to remodel and operate Lincoln. ECFE will pay rent for Lincoln.

5. The funding for CHOICES has not increased. Program expenditures will be altered to remain within available funds.

6. Adult Basic Education funding has increased only slightly despite increased demands on the program, thus expenses will remain stable. A new organizational structure utilizing less coordinating time, more paraprofessional staff and fewer licensed staff has been implemented. If income does not increase in the future class hours will be decreased and fewer students will be served.

### Expenditure Assumptions

7. Non-public expenses (\$19,170 in 1994-95) and Preschool Screening (\$15,090 in 1994-95) are included in the Community Service fund (04). Non-public expenses are not managed by Community Education. Preschool screening came under Community Education management in 1994-95. To strengthen the program and to supplement funding, exit interviews will be done by ECFE staff.

### Expenditure Rationale

7. Non-public funding is flow-through funding that supplies textbooks, health services and guidance services for students who attend non-public schools and home schooled students who live in the district. Expenditures equal revenues. In preschool screening revenues will be enhanced by using ECFE staff to do exit interviews. Preschool screening expenditures are determined by the numbers of children screened. Screening of children ages 3½-5 year old must be completed prior to entering kindergarten.

## Revenue Rationale

Revenue increases in the Community Education Fund are based on increases in the School District census, increases in state and local funding, contracting Community Education staff to operate programs, grants, and fees from increased participation in Community Education programs. The Community Education budget provides the mechanism for flow-through dollars for Early Childhood Screening and non-public funding.

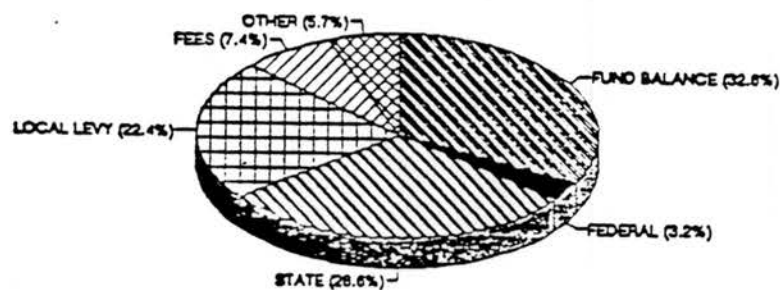
Little increase in revenue is expected over the five year period of these projections. In order to grow, ways need to be found to increase income through increased participation and user fees, developing additional profitable fee-based programs, grants and contracting to operate programs.

### REVENUES 1992-2001

	1992-93	1993-94	1994-95	1995-96	1996-97	1997-98	1998-99	1999-2000	2000-01
GEN COM ED	\$252,232	\$255,827	\$304,084	\$257,796	\$257,796	\$257,796	\$257,796	\$257,796	\$257,796
FEES	\$115,000	\$117,048	\$113,159	\$95,685	\$97,000	\$100,000	\$103,000	\$106,090	\$109,273
CHOICES	\$26,000	\$25,430	\$25,804	\$26,000	\$26,000	\$26,000	\$26,000	\$26,000	\$26,000
ABE	\$139,739	\$135,111	\$169,002	\$145,570	\$145,570	\$145,570	\$145,570	\$145,570	\$145,570
INTEREST	\$8,092	\$15,520	\$37,345	\$6,000	\$5,700	\$5,415	\$5,144	\$4,887	\$4,643
ECFE	\$211,751	\$191,410	\$182,140	\$173,448	\$214,008	\$214,008	\$214,008	\$214,008	\$214,008
KIND READ		\$80,085	\$86,599	\$68,000	\$68,000	\$68,000	\$68,000	\$68,000	\$68,000
LINCOLN			\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
OTHER*	\$145,658	\$87,626	\$66,160	\$38,516	\$38,000	\$38,000	\$38,000	\$38,000	\$38,000
	\$898,472	\$908,057	\$1,024,293	\$851,015	\$892,074	\$894,789	\$897,518	\$900,351	\$903,290

\*INCLUDES EARLY CHILDHOOD SCREENING, NON-PUBLIC EDUCATION, GRANTS, TRA & FICA.  
REDUCED ECFE LOCAL LEVY AND STATE GRANT IS 80% OF ALLOWABLE IN 1995-96,  
AND 100% IN FOLLOWING YEARS.

### COMMUNITY ED REVENUES BY SOURCE 1995-96 BUDGET



Fund Balance	\$411,486
Federal	40,677
State	361,856
Local Levy	283,166
Other Local	165,316
<b>TOTAL</b>	<b>\$1,262,501</b>

### Expenditure Rationale

Community Education expenditures fluctuate with participation in Community Education programs. State guidelines restrict the flexibility of program funds. Funds cannot be transferred from one fund to another. In areas where funding is provided by state or local sources, all program expenditures are held within revenue allocations. If funding decreases, program changes will be made and costs will be reduced.

Community Education programs change and as they do, costs will change. As these changes take place, ways need to be found to streamline program operations and to develop cost-effective procedures.

### EXPENDITURES 1992-2001

	1992-93	1993-94	1994-95	1995-96	1996-97	1997-98	1998-99	1999-2000	2000-01
*GEN COM ED	\$357,562	\$381,844	\$390,064	\$404,139	\$422,800	\$422,600	\$437,400	\$432,200	\$417,000
CHOICES	\$26,959	\$27,543	\$27,733	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000
ABE	\$156,012	\$158,321	\$151,226	\$174,118	\$145,000	\$145,000	\$145,000	\$145,000	\$145,000
ECFE	\$219,256	\$194,513	\$260,576	\$260,141	\$245,000	\$245,000	\$200,000	\$200,000	\$200,000
KIND READ	\$21,346	\$48,528	\$48,642	\$58,864	\$68,000	\$68,000	\$68,000	\$68,000	\$68,000
LINCOLN			\$158,731	\$42,951	\$13,200	\$13,400	\$13,600	\$13,800	\$14,000
NONPUBLIC	\$16,571	\$8,597	\$18,062	\$19,910	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000
EC SCREENING	\$14,698	\$14,517	\$12,294	\$11,916	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
	\$812,404	\$833,863	\$1,067,328	\$999,039	\$955,000	\$955,000	\$925,000	\$920,000	\$905,000

\*GENERAL COMMUNITY EDUCATION FUNDING INCLUDES ADMINISTRATION, CLASS COORDINATION  
COMMUNITY ARTS, COMMUNITY RESOURCE, SENIORS, AND YOUTH PROGRAMMING.



# COMMUNITY EDUCATION FUND BALANCE

1992-2001

	1992-93	1993-94	1994-95	1995-96	1996-97	1997-98	1998-99	1999-2000	2000-01
Balance - July 1	\$298,947	\$380,328	\$454,521	\$411,486	\$263,462	\$200,536	\$140,325	\$112,843	\$93,194
Revenues	\$898,472	\$908,057	\$1,024,293	\$851,015	\$892,074	\$894,789	\$897,518	\$900,351	\$903,290
Total Resources	\$1,197,419	\$1,288,385	\$1,478,814	\$1,262,501	\$1,155,536	\$1,095,325	\$1,037,843	\$1,013,194	\$996,484
Expenditures	\$812,404	\$833,864	\$1,067,328	\$999,039	\$955,000	\$955,000	\$925,000	\$920,000	\$905,000
Fund Bal. 6/30	\$380,328	\$454,521	\$411,486	\$263,462	\$200,536	\$140,325	\$112,843	\$93,194	\$91,484

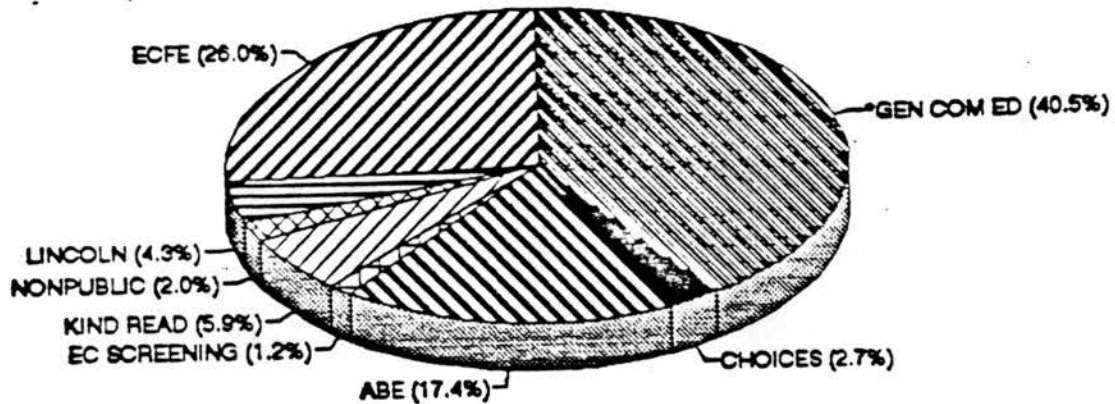
The decrease from 1994-95 to 1995-96 was due to remodeling of Lincoln for Early Childhood Family Education and Kindergarten Readiness.

The Five Year Educational Plan recommends 10-15% fund balance.

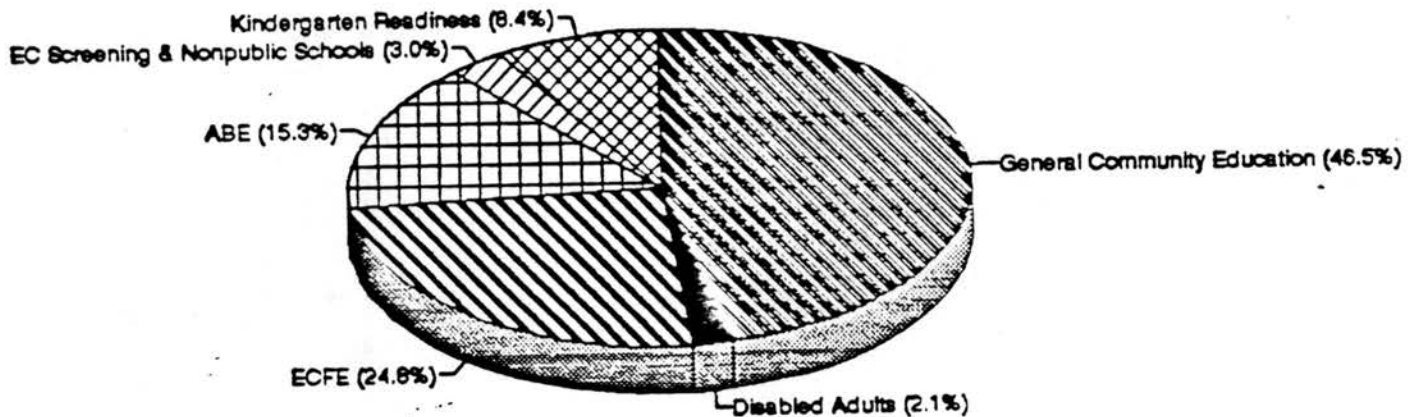
1994 legislation mandated that reserve accounts be established for three divisions in the community service fund. The reserve account established and a definition of the categories follows:

	<u>June 30, 1994</u>	<u>June 30, 1995</u>
1. Community Education	\$172,590	\$276,637
2. Early Childhood Family Education	\$199,003	\$140,603
3. Community Service includes Early Childhood Screening, Learning Readiness and non-public.	<u>\$82,928</u>	<u>(\$5,754)</u>
Audited Fund 4 reserve balance	\$454,521	\$411,486

## Community Education Programs 1995-96 Budgeted Expenditures

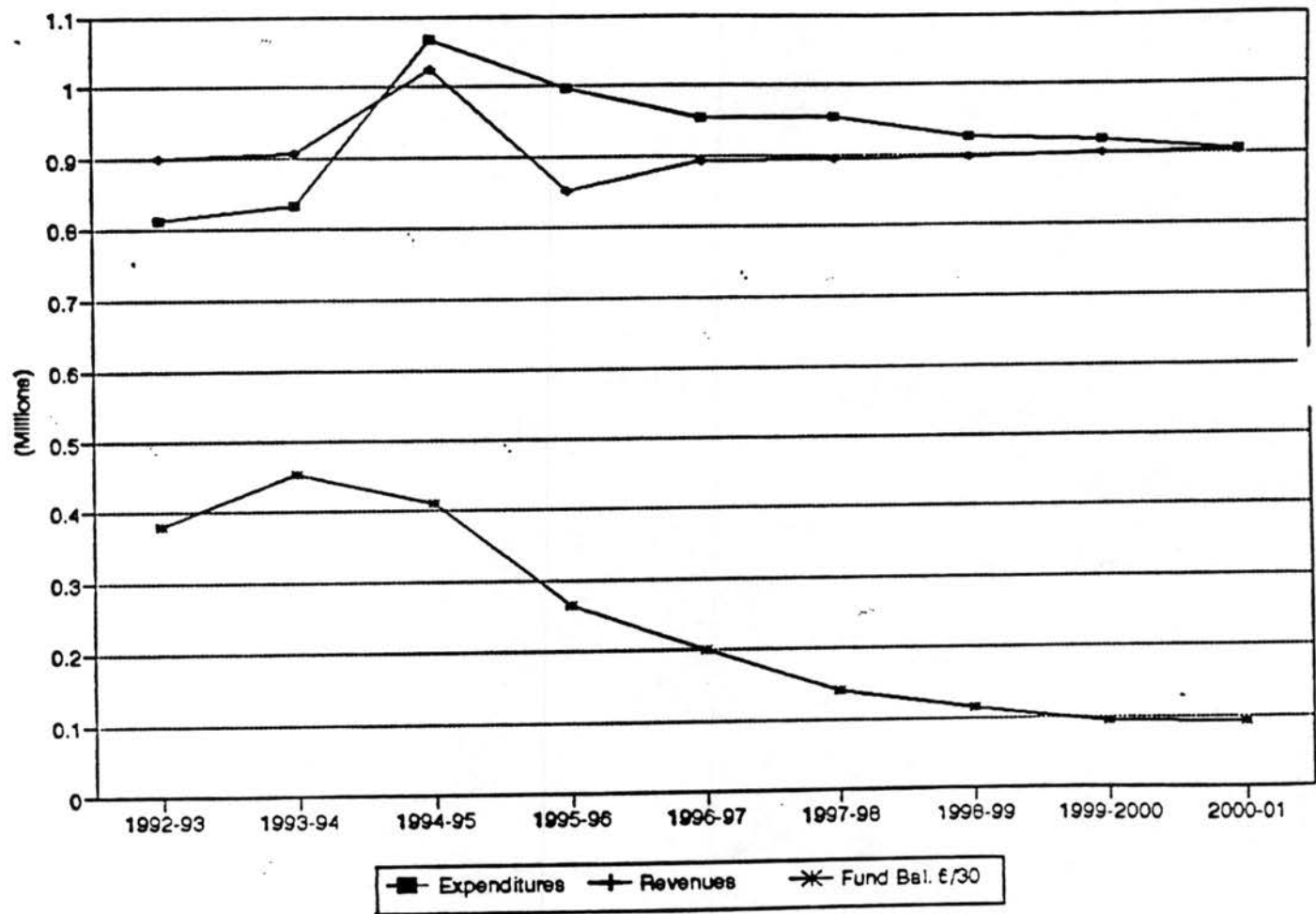


## Community Education Revenue by Program 1995-96



General Community Education	\$588,663
Disabled Adults	\$27,000
EC FE	\$314,051
ABE	\$193,515
EC Screening & Nonpublic Schools	\$37,766
Kindergarten Readiness	\$106,215
<b>TOTAL</b>	<b>\$1,267,210</b>

## Community Service Fund 1992 to 2001



FUND VII

DEBT SERVICE FUND

MOORHEAD AREA PUBLIC SCHOOLS

VII. DEBT REDEMPTION FUND HISTORY AND PROJECTIONS

OBJECTIVES

- I. To approve the 1996-97 Debt Redemption Fund, Assumptions and Recommendations. To comply with legal requirements for payment of Bonds.
- II. To project Revenues and Expenditures for a four year period.
- III. To present projected revenues and expenditures.
- IV. To provide support data for revenue and expenditure projections.

VII. DEBT REDEMPTION FUND PROJECTIONS

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B. Ratio Bonded Debt To Assessed Values &  
Per Capita Last 10 Years

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C. Schedule of Bond Debt Service Requirements

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## VII. DEBT REDEMPTION

### INTRODUCTION

The Debt Redemption Fund is used to show revenues and expenditures for a school district's outstanding bonded indebtedness, whether for building construction or operating capital, and whether for initial or refunding bonds.

When a bond issue is sold, the school board must levy a direct general tax upon the property of the district for the payment of principal and interest on such bonds as due. The revenue from such tax must be separately accounted for in a Debt Redemption Fund (M.S. 475.61).

When an excess is accumulated in a Debt Redemption Fund due to interest earnings, lower than anticipated tax delinquency, or excess building funds, the levy for debt redemption may be reduced in whole or in a part as dictated by fund balances and debt retirement requirements. Where there are accumulations in the fund as the process of debt repayment nears an end, the accumulations should be used to reduce debt levies. Where there is any balance left in the Debt Redemption Fund after all obligations have been discharged, such balance shall be permanently transferred to the General Fund, with an equal levy reduction (M.S. 475.61).

Include in this fund net revenue (revenue minus operating expenditures) from rental or lease of property not currently being used for school purposes where there is outstanding debt on the property. The net revenue should be used to reduce the debt redemption levy in accordance with M.S. 123.36, Subd. 10. Revenue from sale or reimbursement from loss of property shall be deposited in this fund if the property had outstanding bonds. Amounts in excess of the amount required to retire the bonds may remain in the Debt Redemption Fund or be deposited in the Capital Expenditure Fund according to M.S. 123.36, Subd. 13.

There can be no borrowing from the Debt Redemption Fund. Any cash balance or investment in a debt redemption fund is held in trust for the bondholders, and must not be used to support cash deficits in other fund (M.S. 121.911, Subd. 4).

Manual for the Uniform Financial Accounting and Reporting System  
for Minnesota Schools Fund 7

## VII. DEBT REDEMPTION FUND

### Revenue Rationale

LINE 1. Levy: This is determined by the bond payment schedule. We must levy 105% of the amount needed to pay principal and interest. 1993.94 and future Levy increase due to Building Bond Referendum of September 15, 1992.

LINE 2. Interest Income: Interest rates will remain low for short term investments.

LINE 3 & 4 State Sources: These are aids the state pays to reduce the Local Property Tax Levy.

\*\*\* 1996 thru 2000 reduced levy by \$100,000 per year due to excess fund balance.

### Expenditure Rationale

#### Basic Assumptions

LINE 10. Principal on Bonds: As required by Bond Redemption Schedule including 1993.94 cost increase due to September 15, 1992 Referendum.

LINE 11. Interest on Bonds: As required by Bond Payment Schedule.

### Fund Balance Projections

LINE 16. End of year fund balance.



VII DEBT REDEMPTION FUND  
INDEPENDENT SCHOOL DISTRICT #152

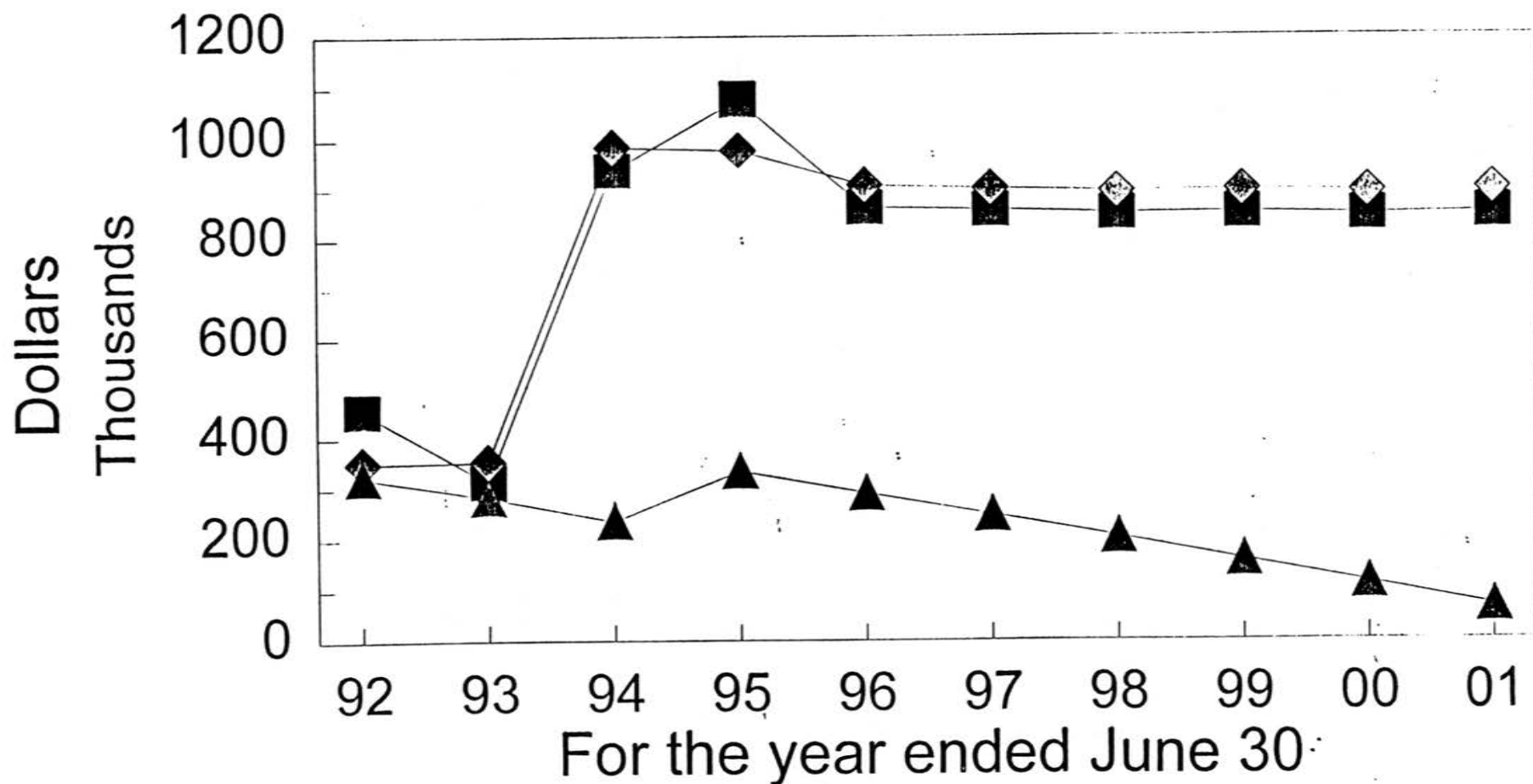
31-Jan-96

Line No.		1991-92 ACTUAL	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1996-97 Prel. Budg.	1997.98	1998.99 PROJECTED	1999.00 PROJECTED	2000.01 PROJECTED
REVENUES:											
1	Local property taxes levy	254,480	134,281	520,642	589,718	474,884	582,756	619,772	664,313	702,186	748,589
2	Property tax shift			759	7						
		254,480	134,281	521,401	589,725	474,884	582,756	619,772	664,313	702,186	748,589
Other local sources:											
3	Interest income	14,377	6,837	10,764	31,620	13,000	12,000	11,000	10,000	9,000	8,000
State sources:											
4	HACA (Homestead credit)	151,613	152,907	309,551	337,497	280,936	169,564	126,224	84,424	41,983	0
5	Border city aid	34,344	19,060	97,424	119,424	95,000	95,000	95,000	95,000	95,000	95,000
6	Other appropriations	338	180	540	557	500	500	500	500	500	500
7	State aid adjustment			(759)	(7)						
8		186,295	172,147	406,756	457,471	376,436	265,064	221,724	179,924	137,483	95,500
9	Total revenues	455,152	313,265	938,921	1,078,816	864,320	859,820	852,496	854,237	848,669	852,089
EXPENDITURES:											
10	Principal on bonds	220,000	235,000	400,000	482,524	437,524	455,873	475,873	505,873	530,873	565,873
11	Interest on bonds	128,688	116,877	584,822	496,209	470,520	445,813	419,790	392,400	363,050	332,259
12	Other debt service	1,255	1,283	1,003	400	1,000	1,000	1,000	1,000	1,000	1,000
13	Total expenditures	349,943	353,160	985,825	979,133	909,044	902,686	896,663	899,273	894,923	899,132
14	Revenues over (under) expenditures	105,209	(39,895)	(46,904)	99,683	(44,724)	(42,866)	(44,167)	(45,036)	(46,254)	(47,043)
FUND BALANCE, BEGINNING OF YEAR											
15		216,661	321,870	281,975	235,071	334,754	290,030	247,164	202,997	157,961	111,707
FUND BALANCE, END OF YEAR											
16		321,870	281,975	235,071	334,754	290,030	247,164	202,997	157,961	111,707	64,664

VII-2

# Debt Service Fund

## 1992 to 2001



■ Revenue      ◆ Expenditures      ▲ Fund Balance

INDEPENDENT SCHOOL DISTRICT NO. 152  
MOORHEAD, MINNESOTA

Table 4

RATIO OF GENERAL BONDED DEBT TO  
ASSESSED VALUES AND GENERAL BONDED DEBT PER CAPITA  
LAST TEN FISCAL YEARS  
(Unaudited)

<u>Year Ended June 30</u>	<u>Population</u>	<u>Assessed Value of Real Estate</u>	<u>Bonded Debt</u>	<u>Ratio of Bonded Debt to Assessed Value/Tax Capacity</u>	<u>Bonded Debt Per Capita</u>
1985	34,796 (1)	\$ 121,720,206	\$ 2,750,000	2.26	\$ 79.03
1986	34,796	132,094,854	4,645,000	3.52	133.49
1987	34,796	129,341,890	3,980,000	3.08	114.38
1988	34,796	127,548,664	3,430,000	2.69	98.57
		<u>Tax Capacity</u>			
1989	34,796	16,522,482	3,025,000	18.31	86.94
1990	34,796	12,598,045	2,610,000	20.72	75.01
1991	37,093 (2)	12,217,117	2,365,000	17.99	73.23
1992	37,093	12,256,677	2,145,000	17.50	57.83
1993	37,093	12,748,830	8,910,000	69.89	240.21
1994	37,093	12,838,741	8,510,000	66.28	229.42
1995	37,093	13,772,820	8,030,000	58.30	216.48

(1) Based on 1980 census.

(2) Based on 1990 census.

INDEPENDENT SCHOOL DISTRICT NO. 152  
MOORHEAD, MINNESOTA

Table 5

SCHEDULE OF BOND DEBT SERVICE REQUIREMENTS  
JUNE 30, 1995

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
	\$	\$	\$
1996	435,000	470,018	905,018
1997	455,000	445,412	900,412
1998	475,000	419,487	894,487
1999	505,000	392,199	897,199
2000	530,000	362,951	892,951
2001	565,000	332,260	897,260
2002	305,000	299,410	604,410
2003	320,000	281,416	601,416
2004	340,000	262,534	602,534
2005	355,000	242,476	597,476
2006	375,000	221,530	596,530
2007	400,000	199,406	599,406
2008	425,000	175,804	600,804
2009	450,000	150,730	600,730
2010	475,000	124,180	599,180
2011	505,000	96,156	601,156
2012	540,000	66,360	606,360
2013	575,000	34,500	609,500
	\$ 8,030,000	\$ 4,576,829	\$ 12,606,829

FUND VIII

TOWNSITE LEASING FUND

MOORHEAD AREA PUBLIC SCHOOLS

VIII. TOWNSITE CENTRE LEASING ENTERPRISE FUND  
HISTORY AND PROJECTIONS

OBJECTIVES

- I. To approve the 1996-97 Townsite Centre Leasing Enterprise Fund, Assumptions and Recommendations. To lease space in the Townsite Centre in order to cover operating costs and a portion of depreciation.
- II. To project Revenues and Expenditures for a four year period.
- III. To present projected revenues and expenditures.
- IV. To provide support data for revenue and expenditure projections.

VIII. TOWNSITE CENTRE LEASING ENTERPRISE FUND PROJECTIONS

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## VIII. TOWNSITE CENTRE LEASING ENTERPRISE FUND

### INTRODUCTION

ENTERPRISE FUNDS - To account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The enterprise fund of the district consists of the Townsite Centre Leasing Enterprise Fund which accounts for the operations of the Townsite Centre building which leases office space. Tenants are not related to the district, other than the district leasing administrative office space and some classroom space.



VIII. TOWNSITE CENTRE LEASEING ENTERPRISE FUND

REVENUE ASSUMPTIONS

1.	RENTAL INCOME:	AMOUNT
	1991.92 Actual	\$286,754
	1992.93 Actual	282,716
	1993.94 Actual	271,220
	1994.95 Actual	233,142
	1995.96 Budget	284,680
	1996.97 Prelim. Budget	244,301
	1997.98 Projected	249,187
	1998.99 Projected	254,170
	1999.00 Projected	259,254
	2000.01 Projected	264,439
2.	INTEREST INCOME	
	1991.92 Actual	\$ 2,770
	1992.93 Actual	1,384
	1993.94 Actual	1,932
	1994.95 Actual	2,952
	1995.96 Budget	3,000
	1996.97 Prelim. Budget	3,500
	1997.98 Projected	4,000
	1998.99 Projected	4,500
	1999.00 Projected	5,000
	2000.01 Projected	5,500

# REVENUE RATIONALE

1. Revenues will increase by two percent per year.
2. Interest Income: Interest rates will remain low for short term investments.
3. Total revenue has declined based on the movement of tenants to the County Family Service Center location (St. Ansgars).

i.e.

	SQ. FT.	ANNUAL RENTAL
TENANT		
6 Tenants Moved	12,980	\$117,348.59
REVISED LEASES (Reductions)		
Reduced Leases	2,563	\$ 12,935.67

SUITE #	TENANT	SQ. FT.	ANNUAL RENTAL
NEW TENANTS OR	EXPANDED LEASES		
142	VAL ED VIDEO CLASSROOM	840	\$ 7,787.00
144	MCAP	459	2,432.70
146 A&B	CULTURAL DIVERSITY	928	7,424
148	MCAP	500	2,650
154 B	PLUS CENTER	400	2,120.00
156	MCAP	4,069	20,955.35
206	TRANS E.M.	168	1,512.00
220	REGION I & MULTI REGION CENTER	900	7,110.00
	TOTAL	8,264	\$ 51,991.05
	<u>Net Reduction</u>	7,279	\$ 78,293.21

- We have the following space available:

<u>Suite #</u>	<u>Sq. Ft.</u>	
142D	61	(Office in Int. Act. TV)
153	459	
154 A,C,D	2,610	
161	349	
206	432	
233	420	(Storage)
250A	350	(Option to F.M. Symphony).
	<u>4,681</u>	

## EXPENDITURE ASSUMPTIONS

### Basic Assumptions

#### 1. Total Operating Expenses

#### AMOUNT

1991.92 Actual	\$132,569
1992.93 Actual	143,618
1993.94 Actual	164,741
1994.95 Actual	168,608
1995.96 Budget	169,920
1996.97 Prelim. Budget	175,018
1997.98 Projected	178,570
1998.99 Projected	182,196
1999.00 Projected	185,896
2000.01 Projected	189,671

#### 2. Depreciation

1991.92 Actual	\$108,362
1992.93 Actual	108,451
1993.94 Actual	80,178
1994.95 Actual	37,937
1995.96 Budget	37,940
1996.97 Prelim. Budget	37,625
1997.98 Projected	34,304
1998.99 Projected	30,602
1999.00 Projected	27,542
2000.01 Projected	24,482

#### 3. Interest Expense

1991.92 Actual	(\$ 61,066)
1992.93 Actual	( 56,364)
1993.94 Actual	( 52,082)
1994.95 Actual	( 48,535)
1995.96 Budget	( 44,080)
1996.97 Prelim. Budget	( 40,080)
1997.98 Projected	( 36,080)
1998.99 Projected	( 32,080)
1999.00 Projected	( 28,080)
2000.01 Projected	( 24,080)

## EXPENDITURE RATIONALE

### Basic Assumptions

1. Expenses will increase by two percent per year.
2. Depreciation will decrease as assets become fully depreciated.
3. Interest expense will decline as payable is reduced.
4. Will have to replace tenants carpet and remodel for tenants as needed.
5. Have had unexpected expense due to ceiling repair and black top repair.

## FUND BALANCE PROJECTIONS

While the Fund Balance deficit has grown due to depreciation, the Townsite Fund has a positive cash flow. The fund will cover a portion of the administrative expenses that would be charged to the General Fund and provides the school district with office, storage and instructional space at a reasonable cost.

### Operating Income:

	AMOUNT
1991.92 Actual	\$45,823
1992.93 Actual	30,647
1993.94 Actual	26,305
1994.95 Actual	26,597
1995.96 Budget	76,820
1996.97 Prelim. Budget	31,658
1997.98 Projected	36,312
1998.99 Projected	41,372
1999.00 Projected	45,816
2000.01 Projected	50,286

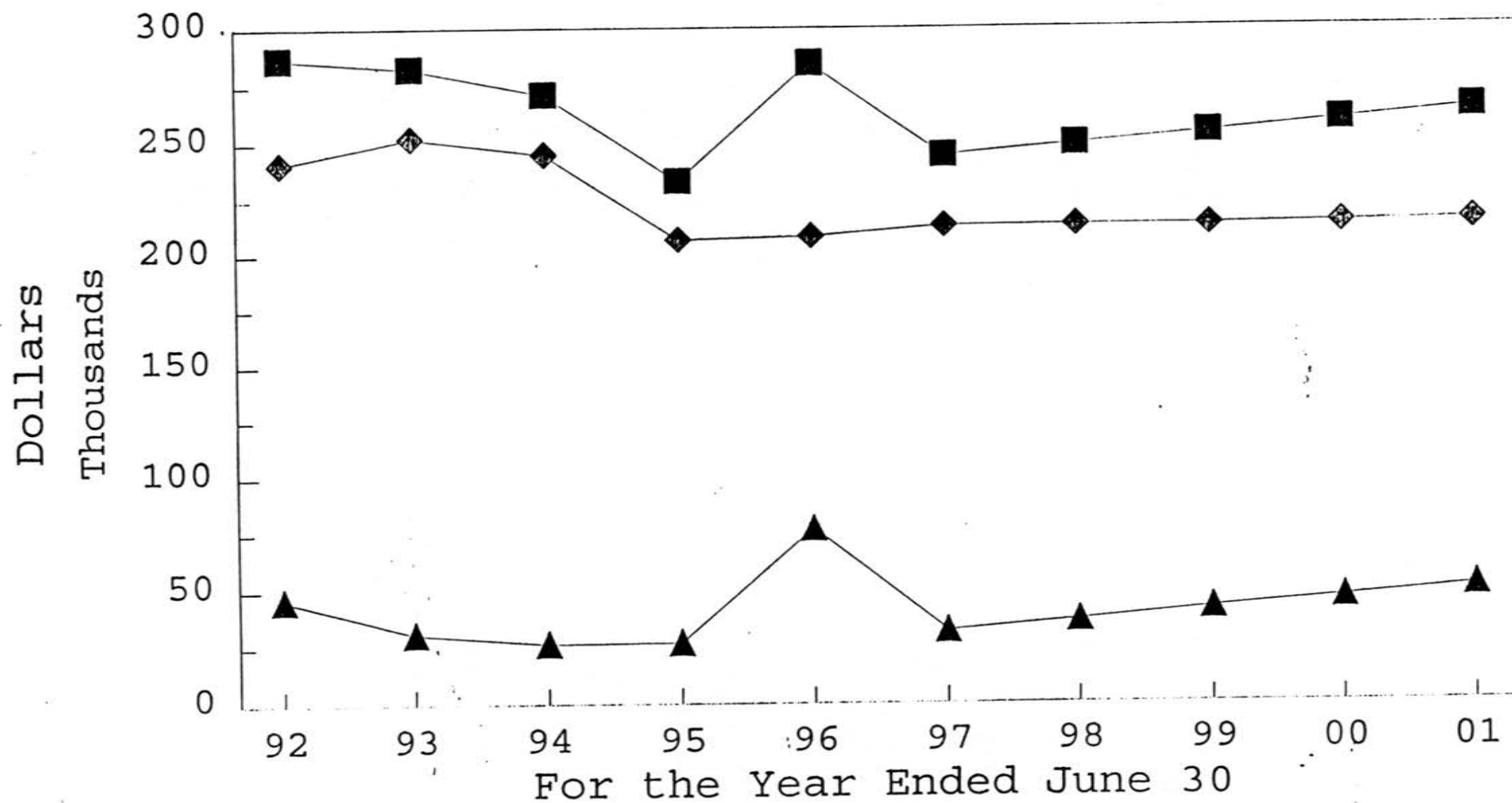
05-Feb-96

ENTERPRISE FUND  
INDEPENDENT SCHOOL DISTRICT #152

	1991-92 ACTUAL	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1996-97 Prel. Budg.	1997-98	1998-99 PROJECTED	1999-00 PROJECTED	2000-01 PROJECTED
OPERATING REVENUES:						1.02	1.02	1.02	1.02	1.02
Rents	256,025	247,863	235,674	163,649	213,797	172,000	175,440	178,949	182,528	186,178
Rents from School District	30,729	34,853	35,550	69,493	70,883	72,301	73,747	75,222	76,726	78,261
	286,754	282,716	271,224	233,142	284,680	244,301	249,187	254,170	259,254	264,439
Sq Feet	44,970.8	\$6.38	\$6.29	\$6.03	\$5.18	\$6.33	\$5.43	\$5.54	\$5.65	\$5.76
OPERATING EXPENSES:						1.03				
Salaries and benefits	67,693	71,499	73,439	75,620	77,120	79,434	81,022	82,643	84,296	85,981
Utilities and fuel	48,236	41,387	44,471	47,237	49,910	51,407	52,435	53,484	54,554	55,645
Insurance	4,153	6,170	7,300	6,952	7,600	7,828	7,985	8,144	8,307	8,473
Bldg. Improvement		0			5,100	5,253	5,411	5,573	5,740	5,912
Other operating expense	12,487	24,562	39,531	38,799	30,190	31,096	31,718	32,352	32,999	33,659
Total operating expenses	132,569	143,618	164,741	168,608	169,920	175,018	178,570	182,196	185,896	189,671
Per square foot	\$2.95	\$3.19	\$3.66	\$3.75	\$3.78	\$3.89	\$3.97	\$4.05	\$4.13	\$4.22
OPERATING INCOME BEFORE DEPRECIATION	154,185	139,098	106,483	64,534	114,760	69,283	70,616	71,974	73,358	74,768
DEPRECIATION	108,362	108,451	80,178	37,937	37,940	37,625	34,304	30,602	27,542	24,482
Per square foot	\$2.41	\$2.41	\$1.78	\$0.84	\$0.84	\$0.84	\$0.76	\$0.68	\$0.61	\$0.54
OPERATING INCOME	45,823	30,647	26,305	26,597	76,820	31,658	36,312	41,372	45,816	50,286
NONOPERATING REVENUES (EXPENSES):										
Interest revenue	2,770	1,384	1,932	2,952	3,000	3,500	4,000	4,500	5,000	5,500
Interest expense	(61,066)	(56,364)	(52,082)	(48,535)	(44,080)	(40,080)	(36,080)	(32,080)	(28,080)	(24,080)
Other	3,576	4,393	2,227	2,262	2,500	2,500	2,500	2,500	2,500	2,500
Net Nonoperating expense	(54,720)	(50,587)	(47,923)	(43,321)	(38,580)	(34,080)	(29,580)	(25,080)	(20,580)	(16,080)
Per square foot	(\$1.22)	(\$1.12)	(\$1.07)	(\$0.96)	(\$0.86)	(\$0.76)	(\$0.66)	(\$0.56)	(\$0.46)	(\$0.36)
OPERATING EXPENSES	186,211	201,482	196,996	163,224	169,280	178,563	183,294	187,718	192,858	198,073
NET LOSS	(8,897)	(19,940)	(21,618)	(16,724)	38,240	(2,422)	6,732	16,292	25,236	34,206
RETAINED EARNINGS (DEFICIT)/ FUND BALANCE, BEGINNING OF YEAR	(627,457)	(636,354)	(656,294)	(677,912)	(694,636)	(656,396)	(658,818)	(652,086)	(635,793)	(610,557)
RETAINED EARNINGS (DEFICIT)/ FUND BALANCE, END OF YEAR	(636,354)	(656,294)	(677,912)	(694,636)	(656,396)	(658,818)	(652,086)	(635,793)	(610,557)	(576,351)

# TOWNSITE CENTRE FUND

1991-2001



■ Operating Revenue    ◆ Operating Expense  
 ▲ Operating Income

05-Feb-96		Fiscal year July 1, 1995 to June 30, 1996				
SUITE	LESSEE	ENDING DATE OF LEASE	SQ. FT.	RATE SQ. FT.	RENT PER MONTH	RENT YEAR
				1.03		
101B	O.B.E. Office	6-30-96	324	5.30	143.22	1,718.66
101C	Special Education Offices	6-30-96	445	3.71	137.51	1,650.06
104B	Superintendent's Office	6-30-96	301	5.30	86.70	1,596.65
104A	Supt. Sec. Office	6-30-96	364	5.30	110.50	1,930.84
105	Chapter 1	6-30-96	124	5.30	110.50	657.76
106	Migrant Health Ser	1-31-97	546	9.47	430.89	5,170.62
120	Migrant Health Ser	1-31-97	1,188	9.47	937.53	11,250.36
120	Migrant Storage	1-31-97	513	2.83	120.98	1,451.79
126	Migrant Health Ser	1-31-97	150	9.47	118.38	1,420.50
128	Migrant Health Ser	1-31-97	137	9.47	108.12	1,297.39
130	Migrant Health Ser	1-31-97	142	9.47	112.06	1,344.74
132	Special Ed Offices - Coordinators	8-31-96	172	5.30	76.03	912.37
134	Special Ed Offices - Coordinators	8-31-96	470	5.15	201.71	2,420.50
140	Adult Basic Education	8-31-96	1,456	3.97	481.15	5,773.77
141	A.R.C.	12-31-96	388.8	9.66	312.98	3,755.81
142D	VACANT		61			0.00
142	Val Ed Joint Venture	11-30-98	840	9.73	681.10	8,173.20
144	MCAP	8-31-96	459	5.30	202.73	2,432.70
146A&B	Cultural Diversity	10-31-96	928	8.00	618.67	7,424.00
148	MCAP	8-31-96	500	5.30	220.83	2,650.00
152	Elementary Avenue	4-30-96	2,500	9.20	1,916.67	23,000.00
153	VACANT - Above Phy Ed Office		459			
154A,C,D	VACANT		2,610		0.00	0.00
154B	MCAP	8-31-96	400	5.30	176.67	1,766.67
156	MCAP 11/1/94	8-31-96	4,069	5.30	1,798.67	17,986.68
160	Community Education	8-31-96	728	5.30	321.81	3,861.68
161	VACANT		349			
200	MN Dept Revenue	12-31-96	900	9.50	712.50	8,550.00
201	Speical Ed Offices	8-31-96	195	5.30	86.20	1,034.38
202A	Speical Ed Offices	8-31-96	664	5.30	293.52	3,522.19
202B	Speical Ed Offices	8-31-96	204	5.30	113.33	1,082.12
203	Community Ed	9-31-96	450	3.71	139.05	1,668.60
204	Corrections	4-30-97	600	9.80	490.00	5,880.00
206	VACANT		432		425.00	1,275.00
206A	Trans EM	9-26-96	168	9.27	129.78	1,557.36
	\$10 for each group meeting in other space.					
220	Multi Regional Center	6-30-96	900	7.90	671.25	4,740.00
230A	Region I ESV	6-30-96	2,183	8.37	1,522.64	18,271.71
230C	Added Main Office	6-30-96	500	7.79	324.58	3,895.00
230B	Computer Room	6-30-96	1,867	6.74	1,048.63	12,583.58
231	Storage Region I (Over Job Srv.)	6-30-96	1,064	2.89	256.25	3,074.96



05-Feb-96 SUITE LESSEE		Fiscal year July 1, 1995 to June 30, 1996 ENDING DATE OF LEASE	SQ. FT.	RATE SQ. FT.	RENT PER MONTH	RENT YEAR
				1.03		
233	South 1/2 VACANT North 1/2	Vacant	420		0.00	0.00
239	Storage Region I (Old Restroom)	6-30-96	400	5.74	191.33	2,296.00
250B	F-M Symphony	6-30-99 Option	450	9.71	364.13	4,369.50
	Move to 250 A&B 11/92		350			
250A	VACANT					
260	Foss Associates	2-28-97	2,216	10.71	1,977.33	23,728.01
261	Foss Associates Storage	2-28-97	936	3.88	302.64	3,631.68
261	Foss Unsecured Space	2-28-97	888	2.65	196.10	2,353.20
265	East Otter Tail Telephone Co. & Val Ed. 1-14-96		600	2.90	145.00	1,740.00
342	School Ballet	12-31-95	1,500	2.70	375.00	4,050.00
	TOTALS		38,510.30	5.69	19,189.64	218,950.02
101A	I. S. D. 152 Office	6-30-95	6,276.00	3.60	1,882.80	22,593.60
	TOTALS		44,786.30	5.39	21,072.44	241,543.62
	Total School District Use		17,601	4.28	6,583	75,259
	Percent of Total		39.30%			31.16%
	VACANT SPACE		4,681			
			10.45%			
	Rented Space (None School)		22,504			
			50.25%			

TOWNSITE LEASING, PROGRAM: LEASE96

MEMO #: I-96-227

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *[initials]*

SUBJECT: Technology Planning

DATE: February 20, 1996

Jan Buckner, Technology Coordinator, will briefly review the current technology status and future technology plans with the Board.

Attached are summary statistics regarding current technology utilization and plans for district-wide area network and local area network specifications and cost estimates.

RMJ/mdm  
Attachment

## TECHNOLOGY STATUS AND PLANS FOR ISD #152

Planning for technology has been a part of the District planning process since the development of the first strategic plan in the mid 1980s. The goals outlined in the original plan have been periodically updated and we have moved aggressively to accomplish many of them. The portion of the plan that remains to be implemented is networking. Local area networks (LANs) need to be installed in each building. Once that is complete, a wide area network needs to be added, and finally Internet access made available to all District 152 learners and personnel.

A review of technology goals and accomplishments is included in supplemental pages and will be reviewed with the Board.

The total estimated cost to implement networking are as follows:

<b>LANs</b>	<b>\$843,225.00</b>
<b>WAN</b>	
Equipment and Installation Costs	\$43,865.79
Yearly Recurring Costs	\$18,508.44
<b>Internet Access Costs</b>	
Equipment and Installation Costs	\$15,420.00
Yearly Recurring Costs	\$0-1200
<b>TOTAL ONE TIME COSTS</b>	<b>\$902,510.79</b>
<b>TOTAL RECURRING COSTS</b>	<b>\$18,508.44</b>

## TECHNOLOGY PLAN

Technology planning has been a part of District planning since the development of the first plan in the mid 1980s. The goals outlined in the original plan have been updated periodically; however, it is interesting to note that the vision has remained fairly constant. The technology plan has directed the implementation of technology in Moorhead School District since the beginning. The goals of the 1990 plan are listed below with examples of what has been achieved. The complete plan, cost implementation document presented to the Board in July of 1990, and other related materials are available to those who are interested.

- \* *Integration of technology into curriculum areas*

outcomes and graduation standards, progress reports, guides to integration, focus during curriculum adoption

- \* *Graduation requirements, an assessment plan, and record keeping system will be developed.*

IEP and Learner Profile, K-6 progress report templates, Newton/Learner Profile COM tag (AS/400)

- \* *Alternative facilities and delivery systems for education will be explored*

- \* *satellite dish placed at each building*

Prairie Public Broadcasting dish at MSH, receivers from wireless cable project

- \* *telecommunications linkages between districts and the state Department of Education will be established.*

MN Quick Link and more via Telecommunications Grant

- \* *New technologies will be integrated into the curriculum for the benefit of learners, staff, parent/families, and community.*

- \* *support for using technology by district personnel will be provided.*

variety of district sponsored technology in service, newsletters, building in service projects, Federal program funding.

30% of district staff development proposals funded 94/95 95/96 are technology related

- \* *Global communications using computer, satellite, and other advanced methods will be determined.*

339 students, teachers, administrators have dial up Internet access via SEND!T (227 students, 76 teachers, 10 administrators, 26 Other)  
Slip connection at MSH Media Center  
TCI Cable project at Riverside  
Prairie Online Provider

- \* *Learners will use computer/video equipment and software for composing, editing, reporting and presenting textual materials.....database, spreadsheets, computerized card catalog system.*

1360 computers in district  
 Dynix Scholar Library Automation System at 7 Schools  
 30 station writing lab at MSH  
 25 station multipurpose lab at MSH  
 Computers designated for teacher use, portable computers  
 Additional computers at all buildings to facilitate curriculum integration. Many include internal CD-ROM drives, additional VCRs, laser disk players, printers  
 Teacher developed guides to integrate technology integration..  
     spreadsheets grades 2-8  
     software standardization  
 AutoCad 9 stations MSH drafting  
 CD ROM use auto mechanics  
 Art and Music software  
 Instructional technology at MJH  
 Video production MSH, Washington, Asp, Voyager

- \* *Learners will use a variety of information sources available on a range of media.....database, spreadsheets, computerized card catalog system*

In addition to those listed above:  
 CD ROM network in media center at MJH and MSH  
 Expanded Ethernet /Novell at MSH network  
 Computer delivered and managed systems:  
     ClassWorks  
     Plato (+ Center)  
     Jostons (Reading Improvement)

- \* *Learners will use video production, desktop publishing, hypermedia, etc to present information to others.*

School newsletters, annual, teacher and student developed hypermedia  
 Multimedia use in special programs..adaptive technology, all grade levels

- \* *Large screen monitors, video disk, projection devices, computers, modems, telephones will be a part of every classroom specifically:* 6 computers per classroom networked to building file server  
     K-6, labs and mini labs as appropriate K-12, minimum one computer/room 7-12  
     All rooms: large screen monitor, projection device, VCR, laser disk player, telephone/modem
- \* *Additional technology person in each building*
- \* *Computer for each student*
- \* *Implement food service in all schools*

Bon Appetit implemented in all buildings

- \* *Upgrade AS/400*

Upgrade complete

- \* *Devices for teacher use to access district system*  
     Limited access average two per building K-6

Additional technology goals and objectives outlined in 1993 include:

- \* *Begin to implement local area networking (LANs) in all schools:*
  - \* *networked Macintosh lab at MJH and teacher workstations at MJH*
  - \* *Plan and implement LAN additions at all buildings*
  - \* *Enhance LANs at Voyager, Business Education at MSH*
- \* *Plan for and implement an expanded wide area network*

Art/Business Ed lab, reading lab, 4 stations in writing lab added to MSH LAN  
Expanded media center lab and CD-ROM search stations at MSH
- \* *Expand access to remote computers*

Prairie Online , SENDIT (Internet), and INFORMS
- \* *Wireless cable implemented*
- \* *ITV implemented*
- \* *Optical storage utilized*
- \* *Fax communications via network*
- \* *Upgrade AS/400*

Upgraded Nov 1993
- \* *Unattended tape backup for AS/400*

implemented by 1993 upgrade
- \* *Four to six computers in each elementary classroom*

enhanced as a result of referendum
- \* *Computer access where necessary in secondary classrooms*

graphics calculator use 7-12  
mini lab, multiple computers, music, science, industrial tech, art, business ed
- \* *Record keeping system implemented for graduation requirements*

COM tag in CIMS; Query for reports
- \* *All staff have support in utilizing technology*

Increase in funding and interest

## What Remains?

The remaining major piece of the technology plan is the installation of upgraded local area networks in each building, an expanded wide area network, and access to the

Internet. This goal was first outlined in the 1988 specifications for the district wide information system. ***"The system must lay the groundwork for a communications network that will link all microcomputers and peripherals and permit access to any and all, throughout the district. In addition, the communications network must provide a gateway to remote, extradistrict computers making them accessible fro any district site and allow dial up from off site computers."***

This goal remains and, with the growth of the Internet and its' application to the classroom, the establishment LANs and WANs has become even more vital to the District : it's students and employees.

The spreadsheets on the following pages show the estimated costs to accomplish this goal.

## COMPUTER to KIDS RATIO Comparison

YEAR	Edison	Probstfield	Riverside	Washington	Asp	Voyager	MJH	MSH
1990/91	12:1	11:1	8:1	10:1	11:1	4:1	12:1	7:1
1991/92	10:1	10:1	7:1	6:1	7:1	4:1	12:1	5:1
1995/96	6:1	5:1	4:1	4:1	4:1	3:1	5:1	5:1

## COMPUTER BY TYPE and SCHOOL Feb 1996

SCHOOL	Apple IIe	Apple GS	Macintosh	DOS/WIN	TOTAL	# Students
Edison	1	36	63	3	103	580
Probstfield	4	33	101	3	141	755
Riverside	4	13	54	28	99	366
Washington	0	39	144	4	187	679
Voyager	0	1	15	54	70	220
Asp	6	27	131	4	168	746
MJH	15	13	130	26	184	914
MSH		23	194	102	319	1676
OTHER						
Townsite		0	17	48	65	48
Maint/Transp		0	0	12	12	
Detention Ctr			5		5	16
TOTAL	30	185	854	284	1353	6000

## COMPARISON of COMPUTERS BY TYPE

YEAR	Franklin/ Apple II	Apple IIe	Apple GS	Macintosh	DOS/WIN	TOTAL
1991	196	133	205	126	146	806
1996	0	30	185	854	284	1353



## I. LAN INSTALLATION COSTS

SCHOOL	Estimated * Networking Costs	Network Cards	Building Server Cost	COSTS/ BUILDING
Moorhead Junior High	\$114,400.00	\$52,250.00	\$10,000.00	\$176,650.00
Moorhead Senior High	\$63,600.00	\$24,000.00	\$10,000.00	\$97,600.00
Robert Asp	\$78,600.00	\$32,750.00	\$10,000.00	\$121,350.00
Washington	\$55,500.00	\$23,125.00	\$10,000.00	\$88,625.00
Probstfield	\$82,200.00	\$34,250.00	\$10,000.00	\$126,450.00
Edison	\$43,800.00	\$18,250.00	\$10,000.00	\$72,050.00
Riverside	\$41,700.00	\$17,375.00	\$10,000.00	\$69,075.00
Voyager	\$17,400.00	\$7,250.00	\$10,000.00	\$34,650.00
Transportation	\$2,400.00	\$1,000.00	\$10,000.00	\$13,400.00
Townsite Centre	\$13,500.00	\$5,625.00	\$10,000.00	\$29,125.00
Sports Center	\$3,000.00	\$1,250.00	\$10,000.00	\$14,250.00
<b>TOTALS</b>	<b>\$516,100.00</b>	<b>\$217,125.00</b>	<b>\$110,000.00</b>	<b>\$843,225.00</b>

\* Estimated networking costs of installing a LAN in each building are based on an estimated cost per station. This cost per station includes cable, ends, electrical closet, and wire molding. The number of stations per building is based on District long range plan of six computers per classroom K-6, labs, media center, and minimum of one computer per classroom 7-12. All regular education and special education classrooms, labs, and media centers in place 1995/96 school year have been marked on all building maps and are basis for the networking costs.

NOTE 1: If fiber were used to the desktop, all charges would increase.

**CABLE COSTS:**

Fiber cost/ft (6 strand) \$5.00

Cat 5 cable/ft \$.050

Wire Molding/ft \$3-\$7

Installation costs, LAN & WAN Hardware costs would also increase with fiber.

NOTE 2: Costs to integrate the AS/400 are not included here. IBM has been requested to present costs and an integration plan.

## II. WAN INSTALLATION

	Internet Equipment	US WEST Installation Fee	TOTAL COST/ Building	Yearly Cost (Recurring Costs)
T1 (1.544) Line to Townsite; 112/128 T1 Lines to MSH, MJH 56K lines to each elementary and all other sites as proposed by US West.	CSU/DSU Router			
Moorhead Junior High	\$3,575.00	\$465.00	\$4040.00	\$2,132.04
Moorhead Senior High	\$3,575.00	\$465.00	\$4040.00	\$2,132.04
Robert Asp	\$3,575.00	\$375.00	\$3950.00	\$864.36
Washington	\$3,575.00	\$375.00	\$3950.00	\$864.36
Probstfield	\$3,575.00	\$375.00	\$3950.00	\$864.36
Edison	\$3,575.00	\$375.00	\$3950.00	\$864.36
Riverside	\$3,575.00	\$375.00	\$3950.00	\$864.36
Voyager	\$3,575.00	\$375.00	\$3950.00	\$864.36
Transportation	\$3,575.00	\$375.00	\$3950.00	\$864.36
Townsite Centre	\$3,575.00	\$610.79	\$4185.79	\$7,329.48
Sports Center	\$3,575.00	\$375.00	\$3950.00	\$864.36
<b>TOTALS</b>	<b>\$39,325.00</b>	<b>\$4,540.79</b>	<b>\$43,865.79</b>	<b>\$18,508.44</b>

NOTE 1: Frame relay option is available from US West. Plans for the application for METC Telecommunications Grant include the use of frame relay .

Potential options to create the WAN include City of Moorhead fiber optics cable plan and CableCom of Moorhead

NOTE 2: If the either cable becomes a reality, a T-1 line to the Internet provider would be needed. There would be a utility fee for the city fiber and some type of charge or arrangement with CableCom.  
Costs for WAN equipment would be increased if fiber were used to create the WAN

NOTE 3: Telecommunications grant monies will provide WAN equipment at one site and a most likely a T-1 connection to a provider. Installation costs and recurring costs would be funded by the grant. In addition Internet access, router hardware maintenance, and network management service would be funded by the grant.

### III. INTERNET ACCESS COSTS

Internet Server	\$10,420.00
Internet Mail Server/Software	\$ 5000.00
Access Line to Internet Provider*	
Monthly Charge	\$0-\$287/mo
Installation Costs	\$473.00
Internet Provider Charges *	\$0-\$1200/mo
Network Support Person	\$32,000/yr + benefits

\* METC Telecommunications Grant would provide these items at no charge to district.

MEMORANDUM      P 96.017

TO:            Dr. Bruce Anderson  
FROM:         Dr. John Skinkle *JSS*  
DATE:         February 20, 1996  
SUBJECT:      Resolution for Discontinuing and Reducing Programs and  
                 Positions.

Consider the attached resolution directing the administration to  
discontinue and reduce educational programs and positions.

SUGGESTED RESOLUTION:

Move to approve the resolution as presented.

JDS:sdh

MOORHEAD PUBLIC SCHOOLS  
Moorhead, Minnesota

Member \_\_\_\_\_ introduced the following  
resolution and moved its adoption:

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

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

WHEREAS, there is a fluctuating student enrollment, and,

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

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

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

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

The motion for the adoption of the foregoing resolution was duly  
seconded by member \_\_\_\_\_ and upon vote

theron, 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  
Moorhead, Minnesota

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

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

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

WHEREAS, there is a fluctuating student enrollment, and,

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

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

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

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

The motion for the adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_ and upon vote

theron, the following voted in favor thereof

and the following voted against

Whereupon said resolution was declared duly passed and adopted.

Chairperson \_\_\_\_\_

Date \_\_\_\_\_

MEMO #: S-96-143

TO: School Board  
FROM: Bruce R. Anderson, Supt. *BRA*  
RE: First Reading of Policy  
DATE: February 21, 1996

Attached please find the policies, Supervision Extended Day (IICA), Student Teachers (LEA), Boundary Exception Requests (JCA), Research Studies (LC), Fund Raising (IGDF), and Activities Travel (DLCA).

The Policy Review Committee has reviewed them and recommends approval.

*cbp*  
Attachment



POLICY OF THE BOARD OF EDUCATION MOORHEAD, MN.	DISTRICT CODE: IICA DATE ADOPTED: 10-24-89 REVIEWED/REVISED: 12-90
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(DRAFT 2/95)

SUPERVISION EXTENDED DAY ~~1K/12Y~~

Field trips and other student activities involving travel may be authorized by the School Board or designated administrator when such trips or activities contribute substantially to the achievement of desirable educational goals. In planning and authorizing such trips, primary consideration shall be given the educational values to be derived and the safety and welfare of the students involved.

The Board expects all students to be under assigned adult supervision at all times when engaged in school-sponsored activities. No ~~teacher or other staff member~~ supervisor will leave his/her group unsupervised except if an arrangement has been made to take care of an emergency.

To insure adequate supervision, the activity coach/advisor is responsible for the following:

- 1) Assure that the student/adult chaperone ratio is adequate
- 2) Follow emergency procedures if necessary as outlined by the activities office or building principal.
- 3) Providing the activities director or principal and parents/guardian with relevant information either prior to the season or before an individual field trip as necessary. This includes:
  - a) A roster of students
  - b) Trip itinerary
  - c) List of chaperones
  - d) List of special needs students and steps to accommodate them
  - e) Name of motel or other overnight accommodation
  - f) Emergency phone numbers at the destination

A form is provided in each school's office.

Coaches and advisors will review expectations of conduct with students in advance of travel. The expectations of students outlined in the District 152 Discipline Handbook are in effect 24 hours a day for the duration of the trip. If a student misbehaves his/her parents will be contacted and appropriate actions taken.

When engaged in school sponsored activities students will be released only at the request of parents.



POLICY OF THE  
BOARD OF EDUCATION  
MOORHEAD, MN.

DISTRICT CODE: LEA  
DATE ADOPTED: 10-10-72  
REVISED: 11-26-91

(DRAFT 2/96)

#### STUDENT TEACHERS

When placing student teachers in the Moorhead Public Schools, Each college is to work directly with the building administrators through the Personnel District's Human Resources Office in placing student teachers in the Moorhead Public Schools. The building administrator of each school shall prepare a roster of cooperating teachers for his/her staff which shall be available to cooperating colleges upon request to the Human Resources Office. In general, a supervising cooperating teacher should not have more than one student teacher per year unless approved by the building administration and the Human Resources Office. The building administrator and college supervisor may make exceptions to this item. A student teacher may shall not be assigned to a cooperating teacher in his/her during the cooperating teacher's first year of teaching or in the Moorhead public school system.

Each college is to send a copy of all student teacher assignments to the Moorhead public schools (Personnel Human Resources Office and Principal's Office) prior to the beginning of the student teaching assignment. The respective college will also be required to have the appropriate criminal background check conducted on each student teacher prior to the time when the student teacher begins their HIS/HER assignment with the Moorhead public schools. A NOTARIZED copy of the results of that background check will be shared with the Moorhead Assistant Superintendent for Human Resources, and Moorhead Public Schools will retain an option of refusing/terminating any student teaching assignment as a consequence of information available from the background check.

Student teacher observations shall be made on a regular basis by the college supervisor and the supervising teacher.

(DRAFT 2/96)

### BOUNDARY EXCEPTION REQUESTS

The primary purpose of the boundary exception process is to avoid conflicts between home and school and to provide for the needs of students. These needs are best satisfied when the parent/guardian and child have positive feelings about the school setting and when home-school conflict is avoided.

With the foregoing in mind, the following specific considerations are pertinent:

1. A boundary exception is to be approved whenever possible under the criteria guiding that decision.
2. Processing of boundary exception request will begin ~~immediately~~ after March 1, in the order in which they are received, but the decision for approval or disapproval may be delayed. Each request is to be evaluated on its own merit in terms of the criteria used in making the decision. Any boundary exception request for a new school year should be made prior to August 15.
3. Students who are siblings of those who have transferred are not guaranteed that a request for transfer will be approved. Requests for siblings to transfer will be processed in the same manner as other transfer requests. ~~The circumstances surrounding each request will vary, but the criteria for decision remains constant.~~

### Criteria For Approval Or Disapproval Of Requests

A request for boundary exception should be disapproved only when available evidence indicates that:

1. The class load of the receiving school is in excess of ~~that~~ number of students which can be provided for within the physical setting of the school (normally, 25 in primary and 28 in intermediate) class size limits as established in Administrative Policy IHB-A.
2. The reasons given have discriminatory overtones.
3. The reasons given do not indicate the change will be beneficial to the child involved.
4. The receiving principal feels that the transfer is not in the best interest of the receiving classroom involved.

The parent/guardian is asked to follow these steps in securing permission to have their children attend a school outside their normal attendance area.

- STEP I      Parents/guardians are to contact the principal (receiving principal) of the school in which they desire to enroll the children. That principal will discuss the matter with them.
- STEP II     The receiving principal will ask the parent/guardian to complete the "Boundary Exception Request" form (JCA-A). On the basis of the information given, the receiving principal and principal of the school in the area the student resides will approve or disapprove the request.
- STEP III    The receiving principal is to notify the parent/guardian as to the decision and forward the completed form to the Assistant Superintendent for Instruction for final action.
- STEP IV     Requests which are denied by the receiving principal may be appealed. Such denials must be explained to the parent/guardian by the principal making the decision. The parent/guardian is then referred to the Assistant Superintendent for Instruction for appeal action.
- STEP V      In the event the request is still denied, the parent/guardian may, in the form of a letter, appeal to the Superintendent of Schools. Appropriate action will be taken at this level.

Once a student transfer has been approved, the student becomes the responsibility of the receiving school during that school year unless the student leaves the school or another transfer is approved. A request to return to the school in the attendance areas where the parent/guardian reside must follow the procedures and be judged on the criteria outlined above. Approval of such request is not automatic and is not guaranteed. All boundary exceptions expire at the end of the school year. Requests must be submitted for each school year. An exception may be made based on circumstances which may be considered by the Superintendent of Schools.

POLICY OF THE  
BOARD OF EDUCATION  
MOORHEAD, MN.

DISTRICT CODE: LC  
DATE ADOPTED: 03-11-80  
REVIEWED: 1-26-91

(DRAFT 2/96)

RESEARCH STUDIES

It is the intention of the School Board that all research projects carried out in the district shall be approved in advance by the Superintendent or ~~his/her~~ Townsite designee.

Only those studies which will have an apparent value to the school district will be approved.

Topics needing study should be kept on file by the Assistant Superintendent for Instruction. Staff members and graduate students should be encouraged to submit topics for possible study.

PROCEDURES FOR IMPLEMENTATION

1. Staff members or area graduate students having topics to be researched should submit them to the Superintendent's office.
2. Researcher will submit a Research Study Form, to the Superintendent for his/her consideration and action.
3. Prior to the granting of approval for a research project, the Superintendent or his/her designee will consult with other appropriate personnel: Assistant Superintendents, principals, directors, teachers, students, appropriate committees.
4. Upon approval, the researcher shall conduct the research in a professional manner and to assure the anonymity and human rights of students or staff members who are part of the study
5. The researcher shall agree to provide at least one bound copy of the completed study to the school district. No release of findings will be made until a copy is on file in the district office.

\*Federal regulations now require that when human subjects are to be involved in research there must be ~~planned and provided~~ adequate protection ~~to~~ of their rights and welfare. Consideration ~~should~~ shall include the following:

~~1/ Human Subject at Risk~~

~~2/ Informed Consent~~

- 1) An explanation of procedures and their purpose
- 2) A description of any attendant discomforts or risks
- 3) A description of any reasonable benefits expected
- 4) An offer to respond to inquiries on procedures
- 5) Instruction of the right to withdraw consent and to discontinue participation at any time without prejudice to the subject.

POLICY OF THE  
BOARD OF EDUCATION  
MOORHEAD, MN.

DISTRICT CODE: IGDF  
DATE ADOPTED: 04-08-80  
REVISED: 04-23-91

(DRAFT 2/96)

FUND RAISING

The term "fund raising" encompasses activities which are designed to raise funds to support an educational program and which meet one of the following criteria:

1. Involves a student group
2. Involves a community group and is characterized by one of the following:
  - a. takes place during school time
  - b. utilized school facilities or equipment
  - c. involves school personnel
3. School affiliated

Requests for all fund raising activities shall receive prior approval of the principal ~~of faculty advisory (MTG)~~ and shall not commence until approved by the Assistant Superintendent - Instruction (Form IGDF-AB). This includes fund raising activities by ~~PAC/PTG~~ PTAC, civic groups, school concessions, school stores, etc.

Prior to conducting any fund raising activity which involves community solicitation ~~of~~ (door-to-door sales are discouraged), the student members of the fund raising organization and their parents ~~(except for MTG students)~~ shall be notified of the educational purpose of the activity, the total cost of the activity, the total amount to be raised, and the anticipated profit. If the organization contemplates more than one fund raising activity, all such activities shall be listed. If a ticket is sold or announcements posted, the printed message shall state the purpose of the fund raising.

Fund raising activities during the school day should be limited in number and should not conflict with the regulations relating to food service programs as prescribed by the state and school district.

Activities should be avoided where the consumer feels compelled to purchase or the student feels compelled to sell the product or services. Door-to-door fund raising activities should be limited.

Funds raised by student groups shall be accounted for by each student organization in accordance with District accounting procedures.

All fund raising shall be in accordance with local, state and public laws. Necessary licenses, etc. must be obtained when applicable to the activity taking place.



MTC Additions/

- 1/ Only state board approved student professional organizations (FARTH/ BPA/ VICA/ DECA/ etc/) shall be allowed to conduct fund raising activities during school hours/ State board rules state that these organizations are an integral part of the program offering/
- 2/ There shall be no facility charges made to state board approved student professional organizations for fund raising activities when the activity is intended to raise money for the general operation of the organization/ State board rules state that costs related to state board for Vocational Education approved student organizations shall be considered instructional costs/
- 3/ Any monies raised by state board approved organizations/ whether state board approved or not/ shall submit their records each year for review by the district auditors/ The only exception to this rule shall be those organization which do not claim affiliation with MTC/ do not restrict membership to MTC students/ and do not meet on MTC property/ Any organization which uses the school name in any way shall be considered affiliated/

POLICY OF THE BOARD OF EDUCATION MOORHEAD, MN.	DISTRICT CODE: DLCA DATE ADOPTED: 08-05-88 REVISED: 03-26-91
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(DRAFT 2/96)

ACTIVITIES TRAVEL (K/12)

STATE MEETS

District students participating in athletic and/or academic activities at the state level will be provided a school car, bus or contracted travel; lodging with two ~~to four~~ or more students per room when possible, and registration fees. Meals will not be provided unless they are included in a registration fee or reimbursed by the Minnesota State High School League or other activity sponsor.

First and second place winners in vocational education district contests will be given travel allowances for state events.

NATIONAL MEETS

National competition for first place state winners will be financed through activity accounts and/or student participants.