



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

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REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
MARCH 11, 1996
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MEMBERS PRESENT: Bill Cox, Jim Cummings, Stacey Foss, Mark Gustafson, Anton "Butch" Hastad, James Hewitt, Carol A. Ladwig, and Bruce R. Anderson.

MEMBERS ABSENT: None

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 suggesting no changes.

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

"WE ARE PROUD"

*** Moorhead Senior High students, including members of the Key Club and Student Council, were recognized for assisting the Moorhead-Area Education Foundation with the Dollars for Scholars Phon-a-thon in an effort which raised pledges of \$15,056. All money raised will be used for scholarships to Moorhead High students who plan on attending post-secondary institutions.

Two top callers were Sara Breneman who raised \$1,205 and Kara Anderson who raised \$815.

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

Gifts - Accept the gifts as follows: \$300 from Voyager PTAC to be used to offset costs for the Voyager Learning Fair; Red tumbleform chair, approximate value \$125, from Mr. and Mrs. Warren Griggs for use at Robert Asp School; \$600 from Robert Asp Student Council to purchase a set of Grolier encyclopedias and a set of World Books for Asp Library; \$250 from Vision World to use for Community Education youth scholarships for Vacation Station and Summer Safari; \$300 from Robert Asp PTAC to purchase instruction supplies; and, \$25 from the Vikingland Kiwanis Club to purchase scissors for the Early Childhood Screening program of Community Education.

Contracted Services Agreement - Approve the agreement with Clay-Wilkin Opportunity Council, Inc. Project Head Start for an Early Childhood Special Education consultant, for an amount not to exceed \$6,919.20, for the 1995-96 school year.

Major-magnitude Field Trips - Approve the field trip of three students to the National Service Learning Conference in Detroit, Michigan on April 17-20, 1996.

Approve the field trip for the Senior High Art department for May 9-11, 1996 to the Chicago Art Institute.

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New Employees

Donna Kolle - MSMI Paraprofessional, Senior High, B21 (0) \$8.19 per hour, effective March 12, 1996.
Jennifer Navarro - MSMI Paraprofessional, Robert Asp, B21 (0) \$8.19 per hour, effective March 12, 1996.
Shannon O'Neill - EBD Paraprofessional, MCAP Townsite Centre, B21 (0) \$8.19 per hour, 2.5 hours daily, effective March 12, 1996.

Early Retirements

Robert Gerke - 5th Grade Teacher, Robert Asp, effective at the end of the 1995-96 school year.
Aaron Longtine - Math Teacher, Senior High, effective at the end of the 1995-96 school year.
Donna Olthoff - 2nd Grade Teacher, Washington, effective at the end of the 1995-96 school year.
Elizabeth Peterson - EBD Teacher, Junior High, effective at the end of the 1995-96 school year.
Ronald Kragness - Elementary Physical Education Teacher, effective February 28, 1997.
Donna Rae Short - Kindergarten Teacher, Washington, effective at the end of the 1995-96 school year.

Transfer

Cindi Becker - EBD Paraprofessional, MCAP Townsite Centre, from 2.5 hours daily to 6.5 hours daily.

Approval of Minutes - Approve the minutes of February 12 & 26, 1996 as presented.

Claims - Approve the March claims, subject to audit, in the amount of \$803,351.84.

General Fund:	\$519,029.34
Food Service:	46,158.55
Transportation:	165,260.66
Community Service:	15,220.98
Capital Expenditure:	48,881.10
Townsite Centre:	<u>8,801.21</u>
TOTAL	\$803,351.84

Motion carried 7-0.

1996-97 ANNUAL OPERATIONAL PLAN: Cox moved, seconded by Hewitt, to approve the 1996-97 Annual Operational Plan as previously submitted, and the final 1996-97 preliminary budgets as follows: (Revenues/Expenditures) General - \$32,733,937/\$32,541,991; Transportation - \$1,918,440/\$1,957,622; Community Service - \$892,074/\$955,000; Capital Expenditure - \$2,341,861/\$3,716,869; Debt Service - \$859,820/\$902,686; Townsite - \$250,301/\$252,723.
Motion carried 7-0.

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FIVE-YEAR EDUCATIONAL PLAN: Facilities: Priority - Instructional Space: Superintendent Anderson reviewed the recommendation. It calls for building an addition onto Robert Asp so it may accommodate all 5th and 6th graders beginning in 1997-98. Alternative uses will be explored for the Voyager site and possibly relocating the MCAP/PLUS/Outreach programs in closer proximity to the junior and senior high schools. The recommendation purposes to address existing major program, facility and site needs; provide equity for all 5th and 6th grade students in programs, facilities and sites; provide an efficient and effective means for utilizing fiscal resources; and, provide flexibility for future school boards and staffs.

Jean Rodriquez, 410 North 15th Street, stated she felt the recommendation would probably go over budget, be detrimental to the green space in the area, and asked the Board to keep in mind other Capital Outlay considerations before making this commitment.

Pete Marinucci, 823 20th Street North, stated he feels the Board is moving too quickly to vacate the Voyager building and requested they take more time before making a decision.

Ron Ballick, 209 7th Street South, stated he would like more parental input when decisions are made regarding Riverside School.

Bob Langdahl, 1710 15th Street South, stated he believes the addition will cause crowding problems in the media center and cafeteria, and that technology will not be adequate for the numbers of students in the building. He questioned if there was a schedule for the remodeling needs of the remaining kitchens, and who is liable for code requirements if the facility is leased.

Connie Lau, 1716 16th Street South, stated she supports the move and is a proud Robert Asp parent. She believes Moorhead Schools is a great school district and Robert Asp and Voyager staffs and administration will do a great job with the merger.

Chairman Gustafson thanked the audience for their comments.

Cox moved, seconded by Hewitt, to approve the facility and site recommendations as presented by administration. Motion carried by roll call vote 7-0.

MINNESOTA STUDENT SURVEY - PERSPECTIVES OF YOUTH 1989, 1992, 1995: Jim Thom, counselor at Moorhead Senior High, presented an overview of the survey information. He noted that there has been a decline in many areas of negative activities, such as the use of alcohol/other drugs, vandalism, physical fighting, negative self-perceptions, being the victim of sexual abuse, witnessing family violence, family alcohol or drug problems, and sexual activity.

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Thom noted the development of positive assets in our youth, as called for with the Healthy Community Initiative, will only further assist in minimizing these statistics.

Gustafson recessed the meeting at 8:20 p.m.; the meeting reconvened at 8:40 p.m.

POLICY APPROVAL: Ladwig moved, seconded by Cox, to approve the policy, Extended Day Supervision (IICA), as presented. Motion carried 7-0.

Cox moved, seconded by Cummings, to approve the policy, Student Teachers (LEA), as presented. Motion carried 7-0.

Hewitt moved, seconded by Foss, to approve the policy, Research Studies (LC), as presented. Motion carried 7-0.

Ladwig moved, seconded by Cox, to approve the policy, Boundary Exception Requests (JCA), as presented. Motion carried 7-0.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

Cummings wanted to publicly commend Jim Hewitt and his wife Jane for taking two foster children into their family, as noted recently in a "Letter to the Editor" in the Forum.

ADJOURNMENT: Cox moved, seconded by Hastad, to adjourn the meeting at 9:10 p.m. Motion carried 7-0.

James Hewitt, Clerk

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

MARCH 11, 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"

***Moorhead Senior High students, including members of the Key Club and Student Council, assisted the Moorhead Area Education Foundation with the Dollars for Scholars Phon-a-thon in an effort which raised pledges of \$15,056. All money raised will be used for scholarships to Moorhead High students who plan on attending post-secondary institutions.

Two top callers were Sara Breneman who raised \$1,205 and Kara Anderson who raised \$815.

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.

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- A. INSTRUCTIONAL MATTERS - Jernberg
 - (1) Acceptance of Gifts - Page 6
 - (2) Approval of Contracted Services Agreement - Pages 7-9
 - (3) Approval of Major-magnitude Field Trips - Pages 10-15
- B. BUSINESS AFFAIRS - Lacher
- C. PERSONNEL MATTERS - Skinkle
 - (1) Approval of New Employees - Page 16
 - (2) Approval of Early Retirements - Page 17
 - (3) Approval of Transfer - Page 18
- D. ADMINISTRATIVE MATTERS - Anderson
 - (1) Approval of February 12 & 26, 1996 Minutes - Pages 19-27
 - (2) Approval of March Claims

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

Moved by _____ Seconded by _____
Comments _____

3. COMMITTEE REPORTS

4. 1996-97 ANNUAL OPERATIONAL PLAN - Lacher
Pages 28-31

Suggested Resolution: Move to approve the final 1996-97 preliminary budgets as presented, and the 1996-97 Annual Operational Plan as previously submitted.

Moved by _____ Seconded by _____
Comments _____

5. FIVE-YEAR EDUCATIONAL PLAN: Facilities: Priority - Instructional Space - Anderson
Pages 32-35

Suggested Resolution: Move to approve the facility and site recommendations as presented by the administration.

Moved by _____ Seconded by _____
Comments _____

6. MINNESOTA STUDENT SURVEY - PERSPECTIVES OF YOUTH 1989, 1992, 1995 - Jernberg
Pages 36-37

Overview of the survey information will be presented by Jim Thom, counselor at Moorhead Senior High.

7. POLICY APPROVAL - Anderson
Pages 38-39

Suggested Resolution: Move to approve the policy, Extended Day Supervision (IICA), as presented.

Moved by _____ Seconded by _____
Comments _____

8. POLICY APPROVAL - Anderson
Pages 40-41

Suggested Resolution: Move to approve the policy, Student Teachers (LEA), as presented.

Moved by _____ Seconded by _____
Comments _____

9. POLICY APPROVAL - Anderson
Pages 42-43

Suggested Resolution: Move to approve the policy, Research Studies (LC), as presented.

Moved by _____ Seconded by _____
Comments _____

10. POLICY APPROVAL - Anderson
Pages 44-46

Suggested Resolution: Move to approve the policy, Boundary Exception Requests (JCA), as presented.

Moved by _____ Seconded by _____
Comments _____

11. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

12. ADJOURNMENT

SCHOOL BOARD AGENDA - March 11, 1996
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CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
K-12 No School	Fri., Mar. 8		
School Board	Mon., Mar. 11	7 p.m.	Townsite
LRP Committee	Thurs., Mar. 14	3:45 p.m.	Townsite
Odyssey of the Mind Tournament	Sat., Mar. 16		Senior High
School Board/Student Council Meeting	Mon., Mar. 16	12 noon	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
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

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
MEA Banquet	Thurs., May 9	6 pm - recpt. 6:40 pm - dinner 7:30 pm - awards	Concordia- Knutson Center
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 (storm make-up)	Fri., May 31		
Last Day for Staff/ Workshops	Mon., June 3		
Graduation	Sun., June 2		

MEMO #: I-96-250
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RJ*
SUBJECT: Acceptance of Gifts
DATE: March 5, 1996

The district has received the following gifts:

1. \$300 from Voyager PTAC to be used to offset costs for their Learning Fair.
2. Red tumbleform chair (approximate value \$125) from Mr. and Mrs. Warren Griggs. The chair will be utilized at Robert Asp School.
3. \$600 from Robert Asp Student Council to purchase a set of Grolier encyclopedias for Asp Library and have plans to buy a set of World Books.
4. \$250 from Vision World to use for Community Education youth scholarships for Vacation Station and Summer Safari. Vision World employees identify Community Education as an organization with a special meaning to them.
5. \$300 from Robert Asp PTAC to purchase instruction supplies.
6. \$25 from the Vikingland Kiwanis Club for scissors that are given to children as part of the Early Childhood Screening through Community Education.

Budget implications are as follows:

	<u>Revenue</u>	<u>Expenditures</u>	<u>Fund Balance</u>
Budget	\$32,157,758	\$31,833,871	\$3,303,934
Donations	<u>\$1,475</u>	<u>\$1,475</u>	<u>\$0</u>
	\$32,159,233	\$31,835,346	\$3,303,934

Suggested Resolution: Move to accept the gifts as presented.

RMJ/mdm

MEMO #: I-96-249

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *RG*

SUBJECT: Agreement to Provide Contracted Services

DATE: March 5, 1996

The administration has developed an agreement with Clay Wilkin Opportunity Council, Inc. Project Head Start to provide them with an Early Childhood Special Education Consultant for up to 254.8 hours at a rate of \$27.15 per hour for a total of \$6,919.20. Head Start agrees to pay Moorhead Schools upon approval of the contract and receipt of billing statements.

Suggested Resolution: Move to approve the agreement with Clay Wilkin Opportunity Council, Inc. Project Head Start for an Early Childhood Special Education Consultant for the 1995-1996 school year as presented.

RMJ:dr
Attachment

CONTRACTUAL AGREEMENT FOR
EARLY CHILDHOOD SPECIAL EDUCATION CONSULTANT SERVICES
FOR THE SCHOOL YEAR OF 1995-1996

This contract entered into this 26th day of February 1996, by and between Moorhead Public Schools, Independent School District #152 (hereinafter referred to as THE CONTRACTOR/CONSULTANT), and Clay Wilkin Opportunity Council, Inc., Head Start (hereinafter referred to as THE AGENCY).

WHEREAS, THE AGENCY has determined that it is necessary to retain the services of an Early Childhood Special Education Consultant with special emphasis on emotional/behaviorial handicapped children; WHEREAS, THE CONSULTANT is duly qualified to perform these services; NOW THEREFORE, the parties agree as follows:

1. The CONSULTANT shall provide the following services, as requested by the AGENCY:
 - a. participate in AGENCY client planning, such as Education Planning committees, Individualized Planning Conferences, or Medical Staffings;
 - b. evaluate each client, if requested
 - c. help determine specific program needs and plan appropriate motor activities, exercises, mobility training, self-help skills, and use of special equipment;
 - d. orient, train, and supervise nonprofessional staff in the prescribed methods and educational techniques;
 - e. provide periodic verbal and written reports to the AGENCY;
 - f. provide inservice training for staff and families as directed.
2. The CONSULTANT shall provide these services to Head Start children enrolled and in need of services, as determined by AGENCY PERSONNEL.
3. The AGENCY/CONSULTANT shall obtain appropriate educational medical information, if necessary, on each client.
4. The date the service will begin on or about August 28, 1995. The number of hours contracted will be up to 254.8 hours during the 95-96 school year.

5. The AGENCY shall monitor the services of the CONSULTANT through AGENCY personnel.
6. The AGENCY shall make payments for services rendered as follows: Upon receipt of statement. Fees charged will be \$27.15 per hour up to a maximum of \$6,919.20.
7. Subcontracting: The AGENCY shall not enter into subcontracts for any of the goods and services contemplate under this agreement without the written approval of THE CONTRACTOR. All subcontracts shall be subject to the requirements of this contract. THE CONTRACTOR shall be responsible for the performance of any subcontractor.
8. Indemnification: THE AGENCY agrees that it will at all times defend, indemnify, and hold harmless, THE CONTRACTOR, its' agents and employees from any and all liability, loss, damages, costs or expenses which may be claimed against THE AGENCY or THE CONTRACTOR.
 - a. By reason of any service client's suffering personal injury, death, or property damages either while participating in or receiving from THE CONTRACTOR the care, goods, and/or services to be furnished by THE CONTRACTOR under this agreement, or while being transported to or from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by THE CONTRACTOR or his assigns; or
 - b. By reason of any service client's causing injury to, or damage to, the property of another person during any time when THE CONTRACTOR or his assigns, or employee thereof has undertaken or is furnishing the care and service called for under this agreement.

Name

Title

City

Date

Name

Title

City

Date

MEMO #: I-96-253
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *[Signature]*
SUBJECT: Major Magnitude Field Trip
DATE: March 6, 1996

Two students from Robert Asp School have been selected to represent our district at the National Service-Learning Conference on April 17-20 in Detroit, Michigan (agendas attached). They will be accompanied by Robert Asp teacher Kelly Gerchak.

All expenses for the trip will be paid through the Federal Learn and Serve grant that is being administered through Cass County Extension.

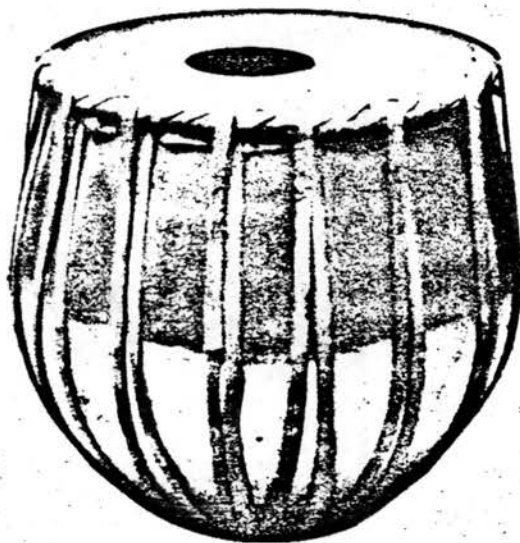
Suggested Resolution: Move to approve the major magnitude field trip as presented.

RMJ/mdm
Attachments

1996 CONFERENCE AGENDA

WEDNESDAY, APRIL 17 PRE-CONFERENCE WORKSHOPS

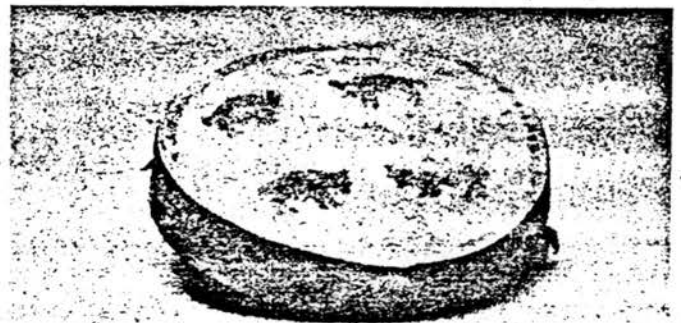
- 8:00 - 6:00 p.m. Registration for Pre-Conference and Conference
Level 4 Lobby
Hospitality Center
- 9:00 - 3:00 p.m. Research Conference -
Co-Chair, Dr. Alan Waterman
Co-Chair, Dr. Susan Root
Service-Learning 101 -
Pamela and James Toole
Creative Fund Development,
Council of Michigan Foundations
Initiative Games Workshop -
4-H of Michigan
Generator School Conference
and Site Visits - NYLC
- 12:00 - 8:00 p.m. Set-up for Exhibitors
Set-up for National Clearinghouse
Set-up for Service Showcase
Special Meetings
Open Space Networking



*Bangladesh Metal Drum
Courtesy Michigan State University Museum*

THURSDAY, APRIL 18 FOCUS ON PLANNING AND PREPARATION

- 7:00- 5:00 p.m. Registration
Lobby Art and Entertainment
Exhibit Hall
Service Showcase
Hospitality Center
- 9:00 - 10:30 a.m. Opening Ceremony
Speaker: **Dr. Henry Levin**,
Stanford University
- 10:45 - 11:45 All-day Institute -
Planning and Preparation
- 10:45 - 11:45 Workshop Block I
- 12:00- 1:30 Luncheon
Speaker: **Dr. Asa Hilliard**,
Georgia State University
- 1:30 - 5:00 All-day Institute -
Planning and Preparation,
Continued
- 1:30 - 2:30 Workshop Block II
- 2:45 - 3:45 Workshop Block III
- 4:00- 5:00 Workshop Block IV
- 5:00- 6:00 Service Showcase Student
Presentations
- 8:00 - 10:00 International Dessert Reception -
Flavor of Detroit,
Detroit Institute of the Arts



*Native American Drum
Courtesy Michigan State University Museum*

1996 CONFERENCE AGENDA

(CONTINUED)

FRIDAY, APRIL 19 FOCUS ON MEANINGFUL SERVICE AND LEARNING

- 7:00- 5:00 p.m. Registration
Lobby Art and Entertainment
Exhibit Hall
Service Showcase
Hospitality Center
- 9:00 - 10:15 a.m. General Session/
Continental Breakfast
Speakers:
Dr. Ben Canada, Superintendent,
Atlanta Public Schools
Mr. Harris Wofford, CEO
Corporation for National Service
- 10:30 - 4:00 Belle Isle Service Projects/
Site Visits - Orientation
- 10:30 - 12:00 All-day Institute -
Meaningful Service
Gathering of Elders
- 10:30 - 12:00 Workshop Block V
- 12:00 - 2:00 Empty Bowls Lunch *
Roundtable Consultants -
Renaissance Ballroom
Service Fair Showcase
- 1:00 - 4:00 All-day Institute -
Meaningful Service, Continued
- 1:00 - 4:00 On-site Service-Projects
- 2:00 - 5:00 Happendace - Interactive
Workshop
- 2:00 - 3:15 Workshop Block VI
- 3:30 - 4:45 Workshop Block VII
- 4:00 - 6:00 Belle Isle Reflections:
Reflection Institute
- 5:00 - 6:00 Student Showcase Presentations
- 6:30 - 9:00 Dinner/Celebration of Youth Night
Speakers:
The Honorable Mayor of Detroit,
Dennis W. Archer
Melissa Poe
- 9:00 - 12:00 Dance!
Trinidad Tobago Steel Drum Band

SATURDAY, APRIL 20 FOCUS ON REFLECTION AND CELEBRATION

- 8:30 - 10:30 All Day Institute on Reflection (cont.)
Speakers:
Frank Dirks, Executive Director
Michigan Community Services
Commission
Diana Algra, Director
National AmeriCorps
- 8:30 - 9:30 Workshop Block IX
- 9:45 - 10:45 Workshop Block X
- 11:00 - 1:00 p. m. Closing Ceremonies and Reflection
Drummer's Call and Response
Video Journal - Conference '96



*In the end we
will conserve
only what we love,
We will love only what
we understand,
We will understand
only what we are
taught.*



— *Baba Dhoum, Senegal*

* Empty Bowls is a national service-learning project that originated in Michigan. It combines fine arts curricula with fund raising for local food banks.
Cost: \$5 Youth - \$10 Adult

MEMO #: I-96-252
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *[Signature]*
SUBJECT: Major Magnitude Field Trip
DATE: March 6, 1996

The Senior High School Art Department is planning a field trip for May 9-11 to visit the Chicago Art Institute.

Information regarding the itinerary, transportation, housing, costs, and fund raising are attached.

Suggested Resolution: Move to approve the major magnitude field trip as presented.

RMJ/mdm
Attachment

March 4, 1996

To: Mr. Jernberg
 From: Jay Raymond
 Mick Dunn
 Re: Proposed field-trip

The senior high art instructors would like to propose a field trip for May 9 through May 11, 1996. The trip, which will focus primarily on visiting the Chicago Art Institute, will provide the students with an opportunity to view first hand the original work of artists they have come to know only through books and reproductions. This, we hope, will be a very rich and profound experience for those students that participate in the trip, as Chicago has one of the best museums in the nation. The following is a breakdown of the trip details:

Itinerary

May 9	Depart	1:00 a.m. for Chicago
	Arrive	1:00 p.m. at Chicago Art Institute
	Check in to Chicago Hilton and Towers	3:00
May 10	Tour Chicago architecture	8:30 a.m.
	Visit Chicago Art Institute	10:30 a.m. - 4:00 p.m.
May 11	Check out of hotel	9:00 a.m.
	Visit artist/s studio/s	9:30 a.m.
	Depart for Moorhead	12:00 p.m.
	Arrive in Moorhead	11:00 p.m.

Transportation plans

People mover
 24 people- 20 students and 4 chaperones

Housing Plans

3 days/2 nights at the Chicago Hilton and Towers

Cost/person

Cost breakdown:

Travel	80.00
Hotel	98.00
Admissions	20.00
Total	198.00

To be fully paid by each student. No district cost.

Fund raising

Students will sell raffle tickets for art work donated by Mick Dunn and Jay Raymond.

MHS Art Department Spring Field-Trip 1996
CHICAGO

What: A trip to Chicago.
When: May 9, 10, 11.
How: By people mover.
Why: To visit great people like Monet, Rodin, Degas, Renoir, and living artists.
Where: The Chicago Art Institute, Modern Art Museum, galleries.
How much: \$198.00- Covers transportation, lodging at downtown Hilton, admission to museum.
Extras: Food, spending money responsibility of participant.

This spring, the art department will be taking a trip to the exciting city of Chicago. Since this trip involves an overnight stay and more travel than our usual trips, the size of the group will be limited to 20 students. While the details as to what we will be visiting in Chicago are not completely worked out, we will be spending a significant amount of time at the very large and famous Chicago Art Institute. We will also be visiting downtown galleries, possibly touring architecture and public sculpture at various sites, and we may even visit an artist's studio.

Our departure time will probably be at a very early hour Thursday to allow for a good arrival time in Chicago. That afternoon we will check into the very luxurious Hilton and then depart on an art excursion. Friday will be filled with any number of activities including visiting the museum, art galleries, and an artist's studio, and a tour of the city's architecture and sculptures. Anything we don't fit in the first two days will be covered on Saturday before leaving Chicago for Moorhead.

Our itinerary will become more definite as we get closer to May. Those who are interested, should **complete the application and return it with the application fee** to Mr. Dunn or Mr. Raymond by **April 1**. Upon acceptance for the trip, the application fee will be applied to the cost of the trip. The application fee will be returned to those who are not accepted. Priority for acceptance will start with upper class men.

Trip cost and breakdown:

Travel	80.00
Hotel	98.00
Admissions	20.00

TOTAL	198.00
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Cost for food and souvenirs is extra.

MEMORANDUM P 96.018

TO: Dr. Bruce Anderson

FROM: Dr. John Skinkle *JS*

DATE: March 6, 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:

Donna Kolle - MSMI Paraprofessional, Senior High, B21 (0) \$8.19 per hour, effective March 12, 1996.
(Replace Shane Dallman)

Jennifer Navarro - MSMI Paraprofessional, Robert Asp, B21 (0) \$8.19 per hour, effective March 12, 1996.
(Replace Greg Lura)

Shannon O'Neill - EBD Paraprofessional, MCAP Townsite Centre, B21 (0) \$8.19 per hour, 2.5 hours daily, effective March 12, 1996.
(Replace Cindi Becker)

Suggested Resolution: Move to approve the employment as presented.

JDS:sdh

MEMORANDUM

P 96.019

TO: Dr. Bruce Anderson

FROM: Dr. John Skinkle *JS*

DATE: March 6, 1996

SUBJECT: Early Retirement of District Employee.

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

Robert Gerke - 5th Grade Teacher, Robert Asp, effective at the end of the 1995-96 school year.

Aaron Longtine - Math Teacher, Senior High, effective at the end of the 1995-96 school year.

Donna Olthoff - 2nd Grade Teacher, Washington Elementary, effective at the end of the 1995-96 school year.

Elizabeth Peterson - EBD Teacher, Junior High, effective at the end of the 1995-96 school year.

Ronald Kragness - Elementary Physical Education Teacher, effective February 28, 1997.

Donna Rae Short - Kindergarten Teacher, Washington Elementary, effective at the end of the 1995-96 school year.

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

JDS:sdh

MEMORANDUM P 96.020

TO: Dr. Bruce Anderson

FROM: Dr. John Skinkle *JSS*

DATE: March 6, 1996

SUBJECT: Transfer

The administration requests approval of the transfer of the following employee:

Cindi Becker - EBD Paraprofessional, MCAP Townsite Centre, from
2.5 hours daily to 6.5 hours daily.
(Replace Donna LeQuire)

Suggested Resolution: Move to accept the transfer as presented.

JDS:sdh

MEMO #: B96.237

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER
BETH ASTRUP

Robert Lacher
Beth Astrup

DATE: MARCH 5, 1996

SUBJECT: 1996.97 ANNUAL OPERATIONAL PLAN

The preliminary budgets for 1996.97 are as follows:

<u>FUNDS</u>	<u>BEGINNING FUND BALANCE</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>ENDING FUND BALANCE</u>
I GENERAL FUND	3,655,946	32,733,937	32,541,991	3,847,892
II FOOD SERVICE	120,333	1,130,713	1,123,672	127,374
III TRANSPORTATION	130,003	1,918,440	1,957,622	90,821
IV COMM. SERVICE	263,462	892,074	955,000	200,536
V CAPITAL EXPEND.	(73,692)	2,341,861	3,716,869	(1,277,453)
VII DEBT SERVICE	290,030	859,820	902,686	247,164
VIII TOWNSITE	(656,396)	250,301	252,723	(658,818)

Attached are the Fund summaries. Complete detail is available in the Business Office. Attached is a more complete page I-7 for the General Fund.

Suggested Resolution: Move to approve the final 1996.97 Preliminary Budgets listed above and Annual Operation Plan previously submitted.

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)		\$ 25,000	10,000			
Sup. Staff/Other ###		4.00				
Summer Music		\$ 6,000	6,000			
Substitutes		\$290,724				
Early Retirement		\$352,000	362,320			
Homebound/		\$ 19,220				
ChI/AOM Budget @		\$850,201				
Grant-Grad Rule @@		\$ 50,000	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.

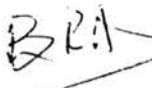
Note: Staffing will remain constant where there are no entries in 96-97. Budget amounts will increase by 3% unless indicated otherwise in 96-97 line item.

	Line #56	#60		Sal & Ben
<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>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. This recommendation will not be implemented in the final budget if the .5 TOSA position is continued for transition for Voyager/Asp.
- # Increase to fund staffing of Young Astronauts Program and Knowledge Bowl Junior High.
- ## 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 legislations.
- @@ Budget and expenditure will be based on State funding for pilot.
- @@@ Planning for 1998-2003 - FIVE YEAR PLAN.

MEMO #: S-96-160

TO: School Board
FROM: Bruce R. Anderson, Supt. 
RE: Facility and Site Recommendation
DATE: March 6, 1996

Attached please find the recommendations related to facility and site needs in Moorhead Public Schools. As mentioned at several public meetings, the four major needs the recommendation purposes to address are as follows:

- Addresses existing major program, facility and site needs.
- Provides equity for all 5th and 6th grade students in programs, facilities and sites.
- Provides an efficient and effective means for utilizing our fiscal resources.
- Presents a plan that provides flexibility for future school boards and staffs.

Staff and administration are hopeful that a decision can be made at the meeting so meaningful planning can begin and the uncertainty related to the decision be removed.

Suggested Resolution: Move to approve the facility and site recommendations as presented by the administration.

BRA:cbp
Attachment

MOORHEAD PUBLIC SCHOOLS

Facility & Site Recommendation

March 11, 1996

Facility/ Program

1996-97

1997-98

ROBERT ASP

Program/design/start construction for an addition to building to accommodate all 5th & 6th graders

Accommodate all 5th & 6th grade students at Robert Asp.

Move existing elementary art program from the Sports Center to Robert Asp contingent upon the addition project costs.

ESTIMATED COSTS: \$82,000
(MSMI)

ESTIMATED COSTS:
Addition - \$1,791,000-1,939,000
Art - \$140,000 - 170,000

MCAP/PLUS
Outreach

Continue the MCAP/PLUS/Outreach programs at existing locations until such a time a facility is identified which is in closer proximity to the junior and senior high schools, can accommodate program growth and, as possible, minimizes Capital and General fund costs.

Same as 1996-97.

ESTIMATED COSTS: No Capital or General fund costs planned at Townsite.

Facility/
Program

1996-97

1997-98

VOYAGER

Remain 5-6 instructional program.

Accommodate 5th & 6th grade program in Robert Asp.

Begin immediate planning for "seamless transition" of Voyager students to Robert Asp.

Dr. Betty Myers will become principal of all 5-6 grade students.

The 1 FTE TOSA position budgeted in 95-96 will be reallocated to assist in the transition and administrative duties at Voyager.

Continue .5 FTE to assist transition implementation.

Dr. Kerry Sewell will continue as Riverside Principal and perform additional assigned duties.

Same as 1996-97.

Facility/
Program

1996-97

1997-98

CHURCH,
RECTORY,
CONVENT,
PORTABLE
BUILDING,

Lease, raze or identify uses which
would minimize or eliminate Capital
and General fund costs.

Same as 1996-97.

ESTIMATED COSTS: (if razed)
Convent - up to \$25,000
Church - up to \$70,000
(All Health & Safety expenses)

NORTH
CAMPUS
SITE

Continue present use.

Initiate site development at the North
Campus site (Asp/Washington) to
to maximize the use and appearance
of green space at the site.

ESTIMATED COSTS: \$150,000-
200,000

DISTRICT'S
5-YEAR
CAPITAL PLAN

Initiate capital improvement
projects within district facilities
in accordance with the Capital
Plan.

Continue Five-Year Capital Plan.

MEMO #: I-96-251

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *RJ*

SUBJECT: Minnesota Student Survey

DATE: March 6, 1996

Jim Thom, Senior High School Counselor, will review the Minnesota Student Survey including results from the Moorhead Public Schools as well a statewide information.

The review will include a discussion regarding 6, 9 and 12th grade students from the survey conducted in 1989, 1992 and 1995, respectively.

RMJ/mdm

RMJ/mdm
Attachment

Minnesota Student Survey

Perspectives of Youth

1989 • 1992 • 1995

Statewide tables and graphs
from the 1995 trends report

Minnesota Student Survey

Perspectives of Youth

1989 • 1992 • 1995

Statewide tables and graphs
from the 1995 trends report

SURVEY COUNTS

MOORHEAD

1995

	6th Grade	9th Grade	12th Grade
Males	194	156	121
Females	231	168	93

1992

	6th Grade	9th Grade	12th Grade
Males	184	156	85
Females	195	176	85

1989

	6th Grade	9th Grade	12th Grade
Males	159	134	122
Females	173	100	163

SURVEY COUNTS

Statewide Dataset

Weighted & Matched Samples

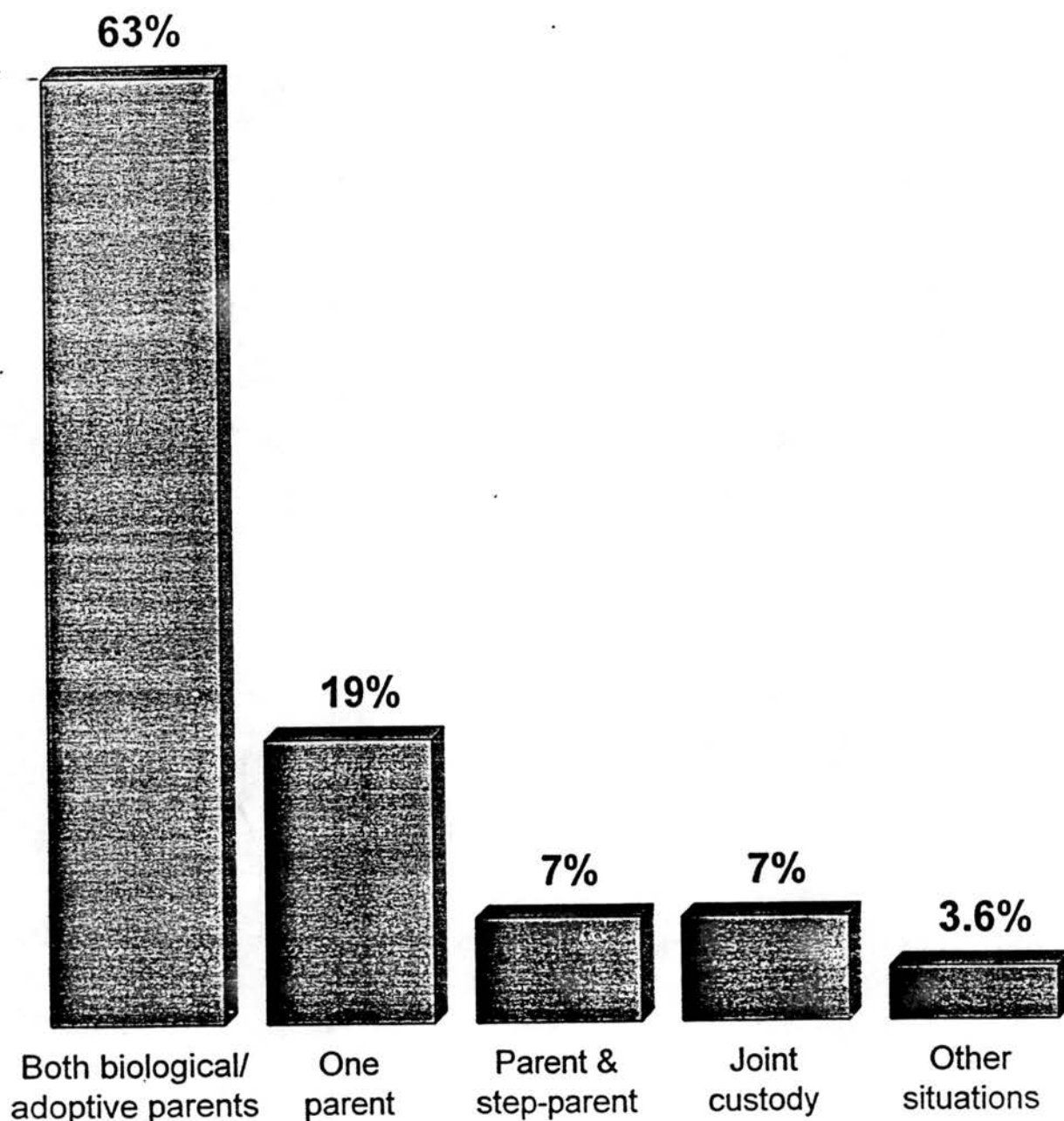
1995		6th Grade	9th Grade	12th Grade
	Males	19,415	18,141	11,392
	Females	19,193	18,728	11,370

1992		6th Grade	9th Grade	12th Grade
	Males	16,991	16,394	11,623
	Females	17,054	16,715	11,444

1989		6th Grade	9th Grade	12th Grade
	Males	13,932	13,768	12,611
	Females	13,969	13,728	12,238

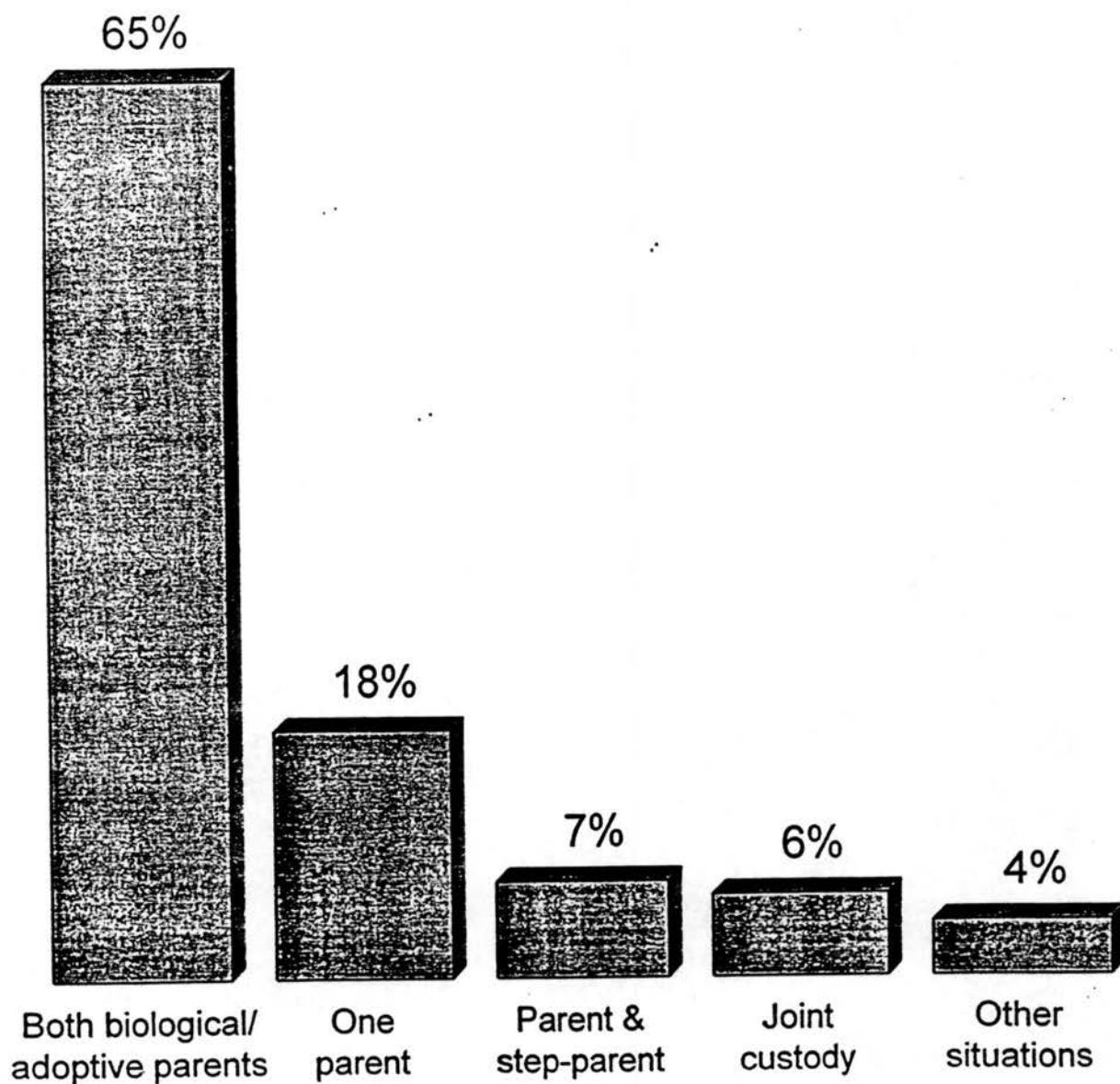
Minnesota

FAMILY STRUCTURE 1995



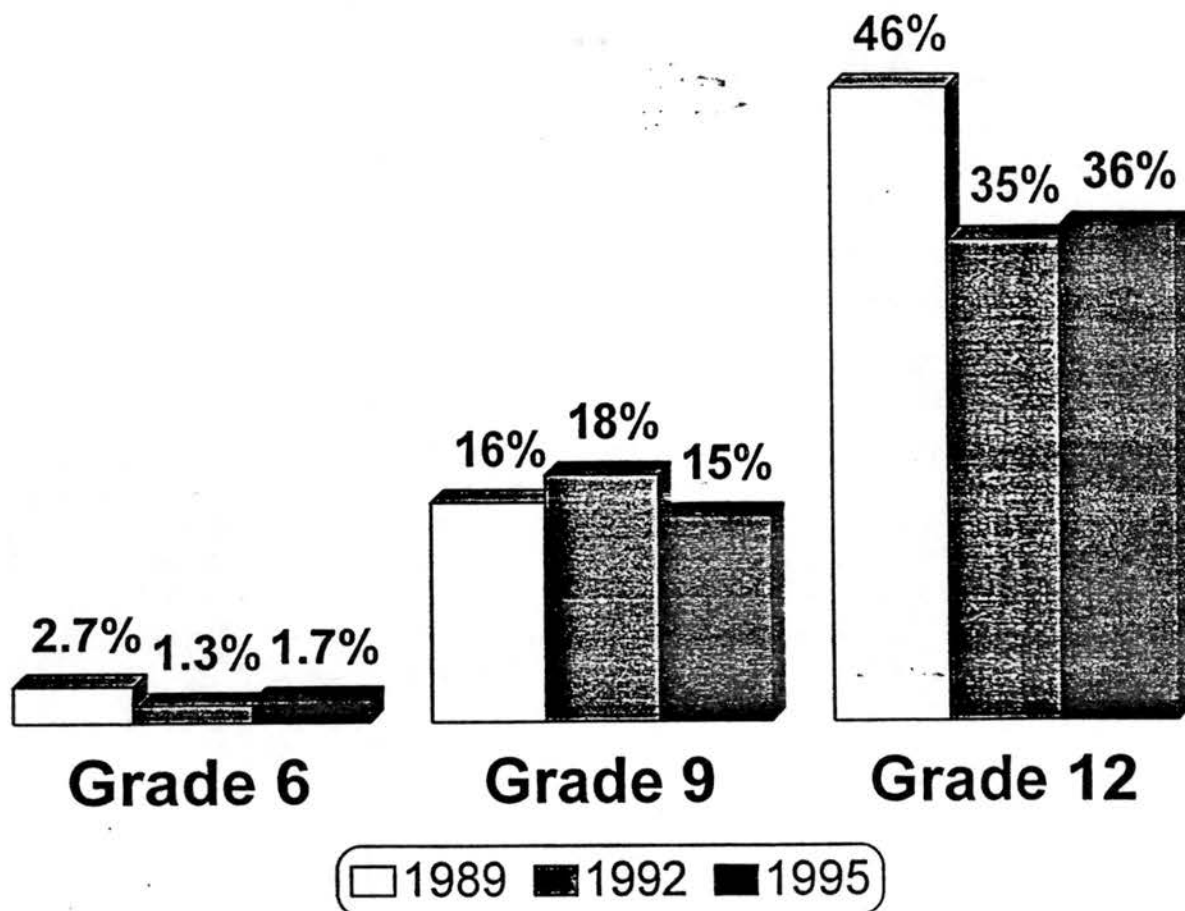
MOORHEAD

FAMILY STRUCTURE 1995



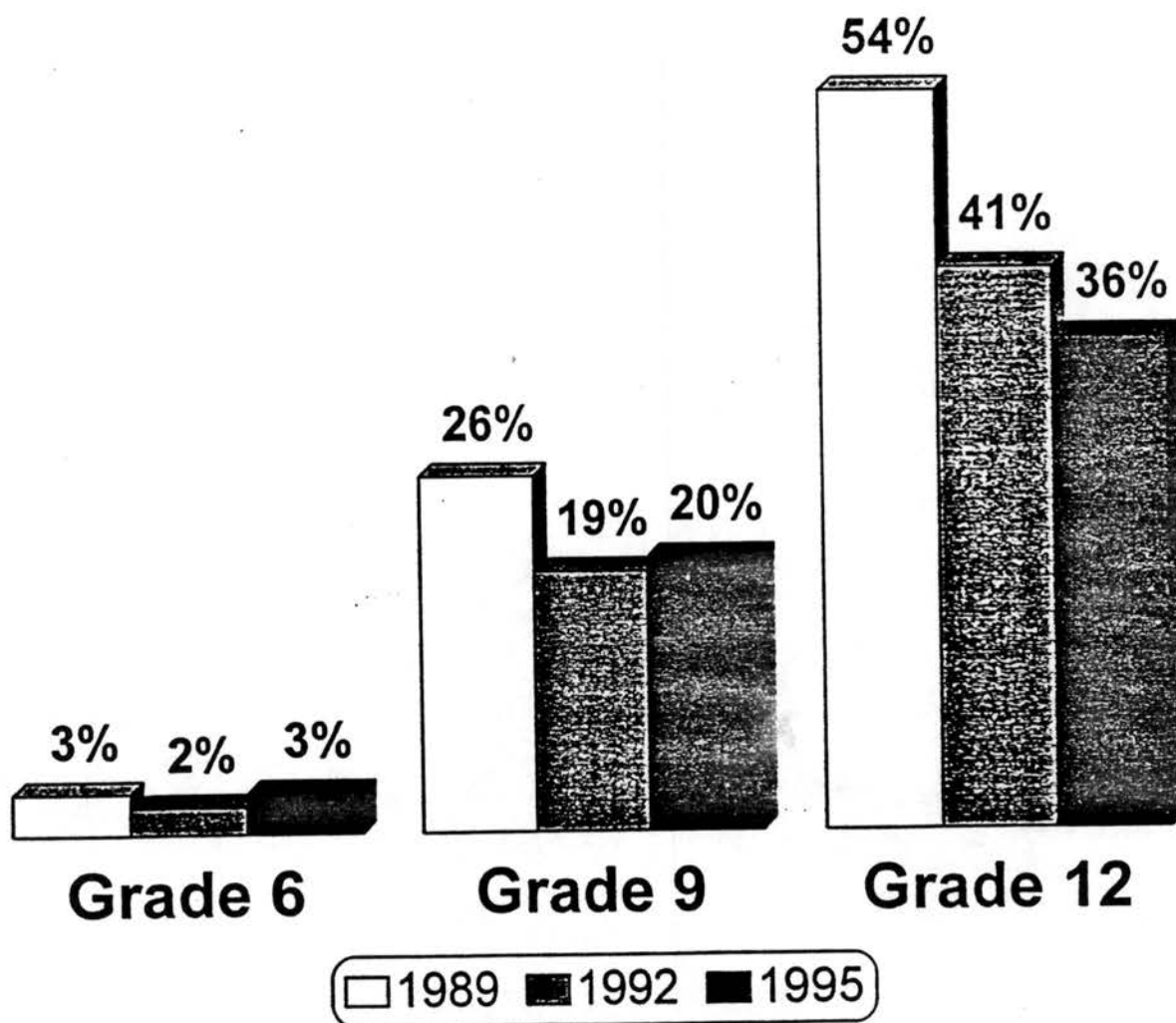
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ALCOHOL USE AT LEAST ONCE A MONTH IN PREVIOUS YEAR

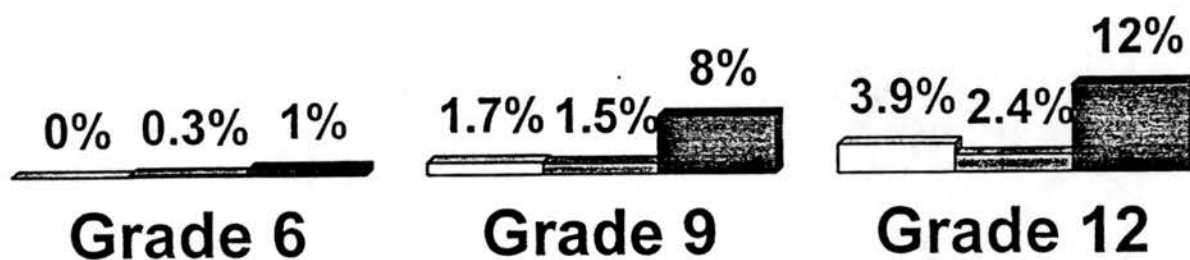


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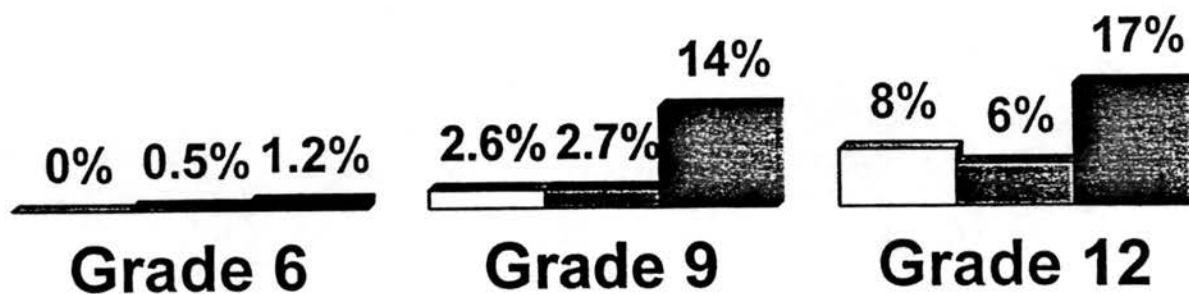
ALCOHOL USE AT LEAST ONCE A MONTH IN PREVIOUS YEAR



Minnesota



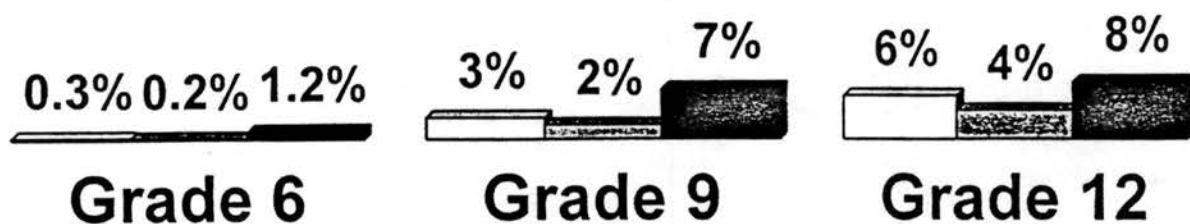
WEEKLY MARIJUANA USE



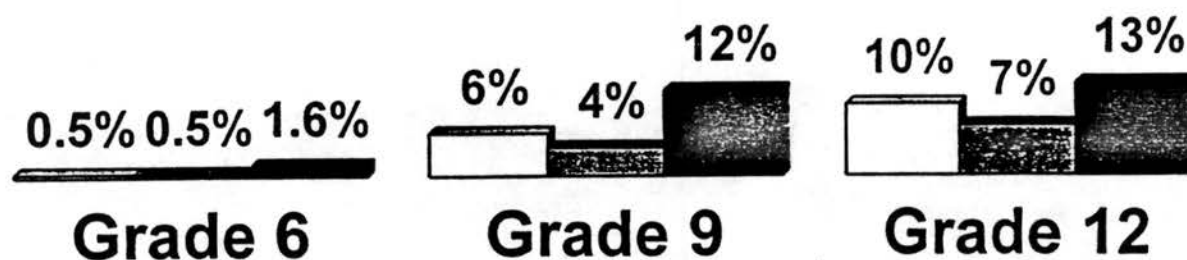
MONTHLY MARIJUANA USE

□ 1989 ■ 1992 ■ 1995

MOORHEAD



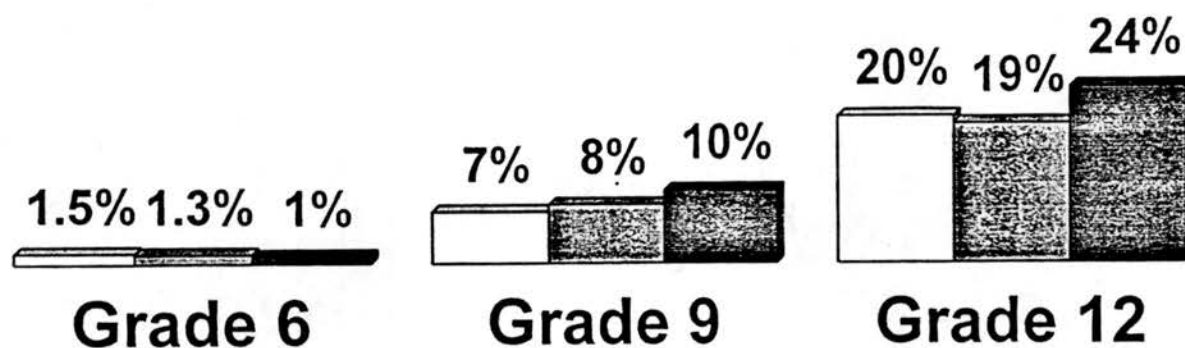
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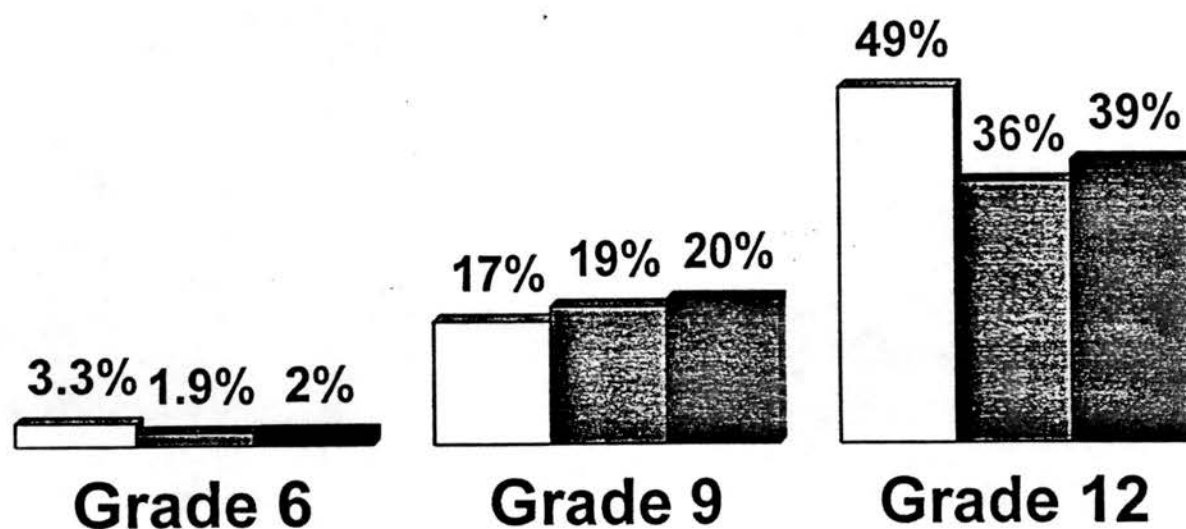
MONTHLY MARIJUANA USE

☐ 1989
 ☒ 1992
 ☒ 1995

Minnesota



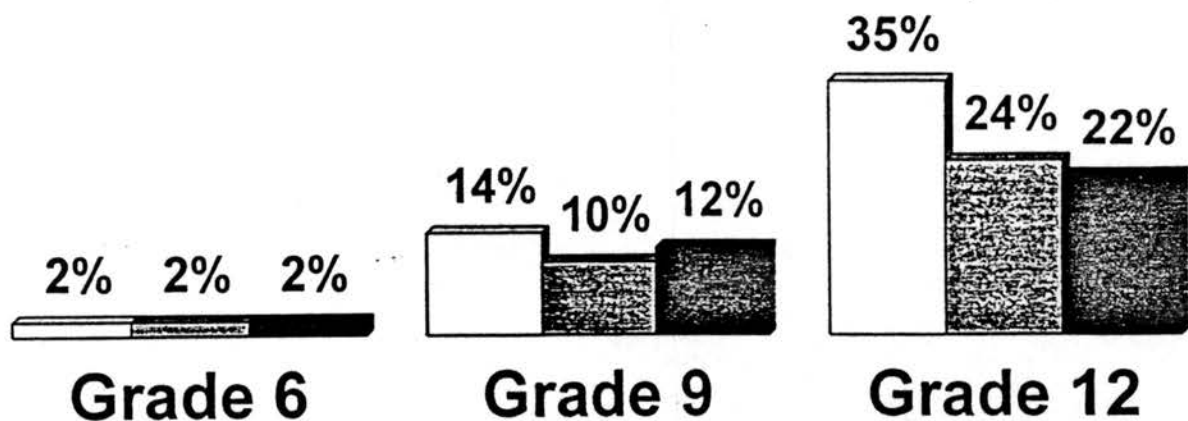
WEEKLY ALCOHOL/OTHER DRUG USE



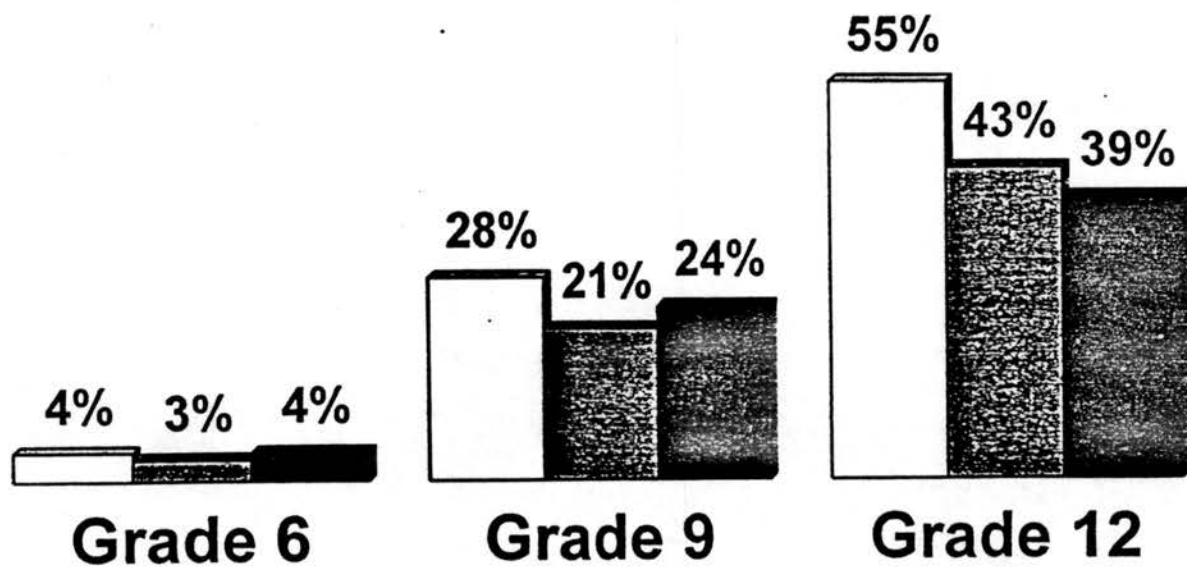
MONTHLY ALCOHOL/OTHER DRUG USE

□ 1989 ■ 1992 ■ 1995

MOORHEAD



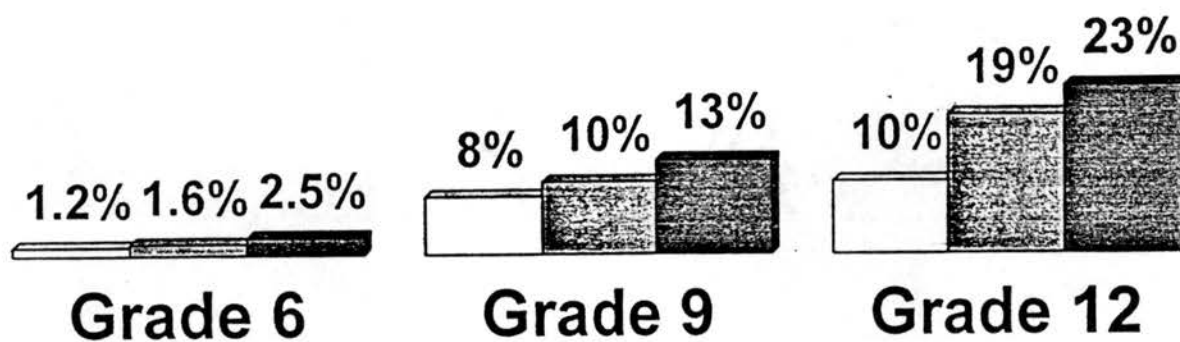
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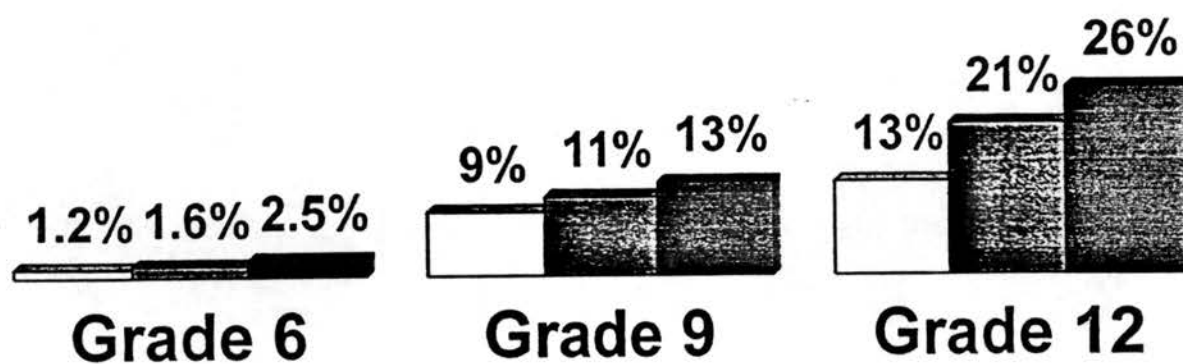
MONTHLY ALCOHOL/OTHER DRUG USE

□ 1989 ■ 1992 ■ 1995

Minnesota



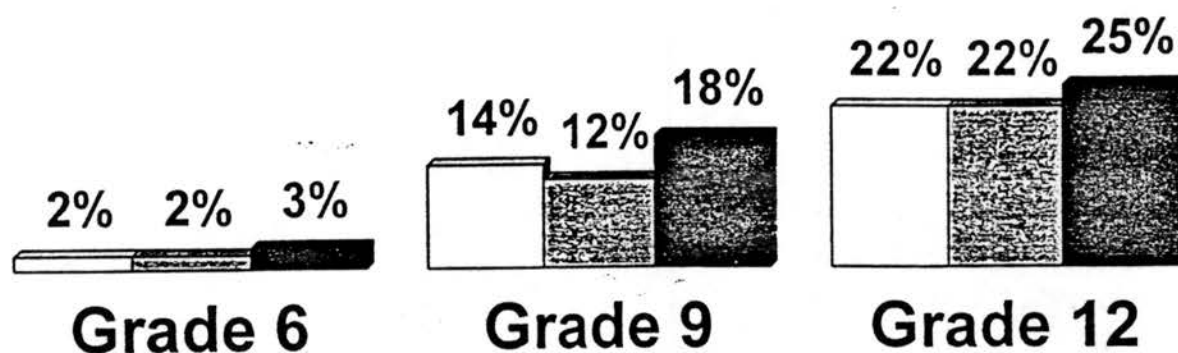
WEEKLY CIGARETTE USE



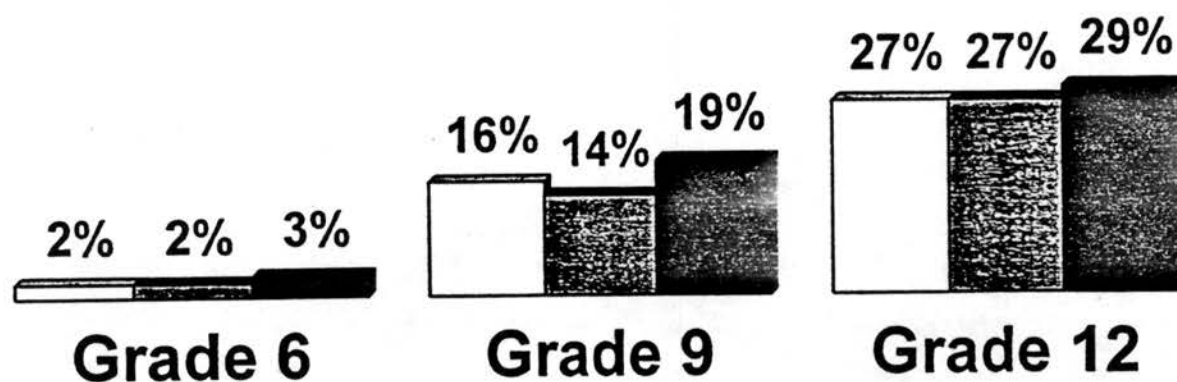
WEEKLY TOBACCO USE

□ 1989 ■ 1992 ■ 1995

MOORHEAD



WEEKLY CIGARETTE USE

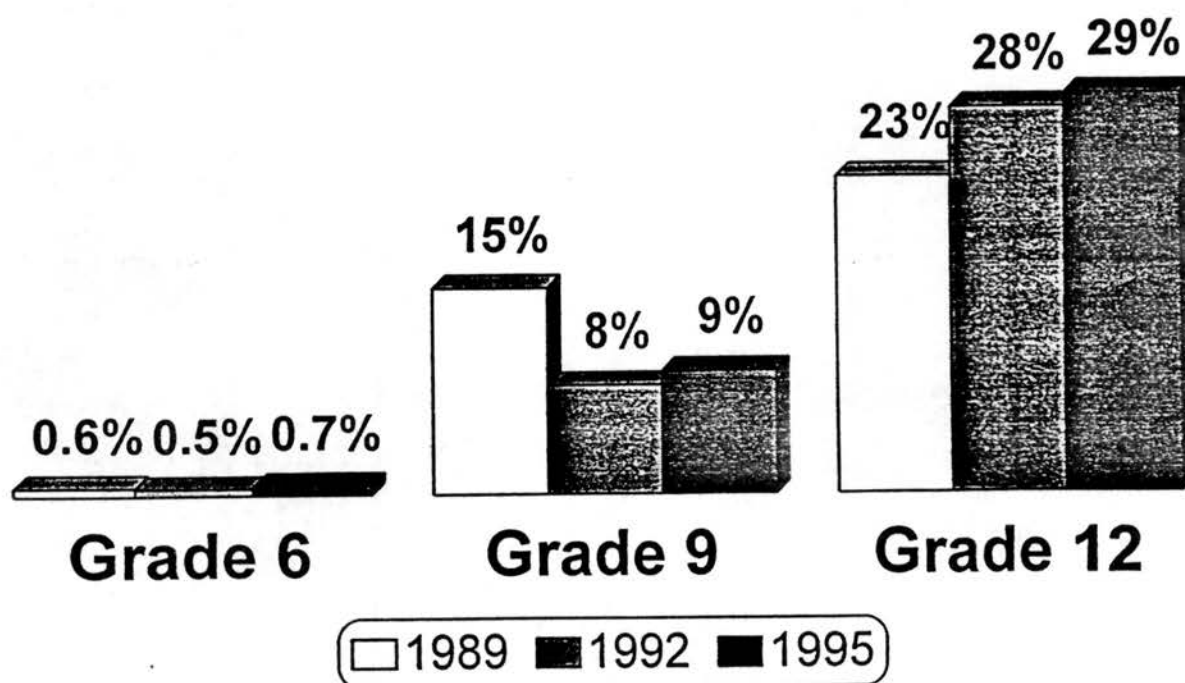


WEEKLY TOBACCO USE

□ 1989 ■ 1992 ■ 1995

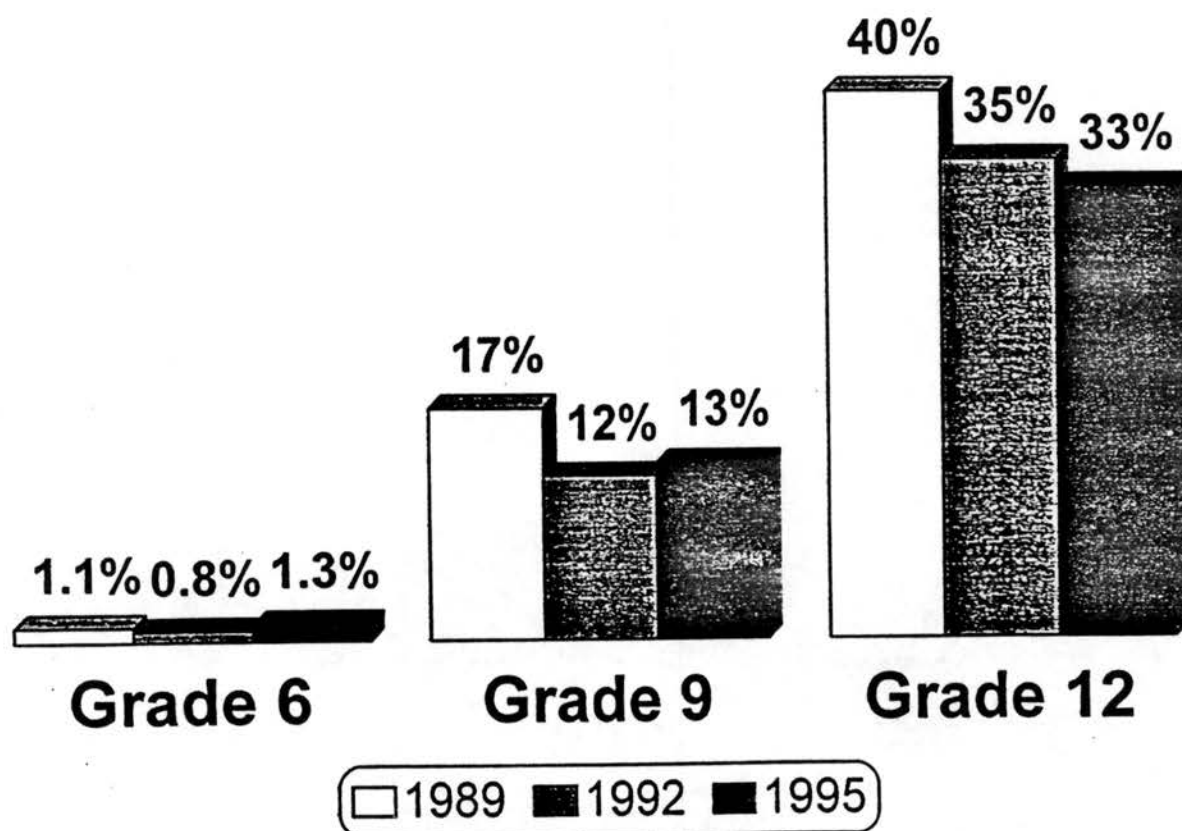
Minnesota

HAS 5 OR MORE DRINKS ON TYPICAL OCCASION



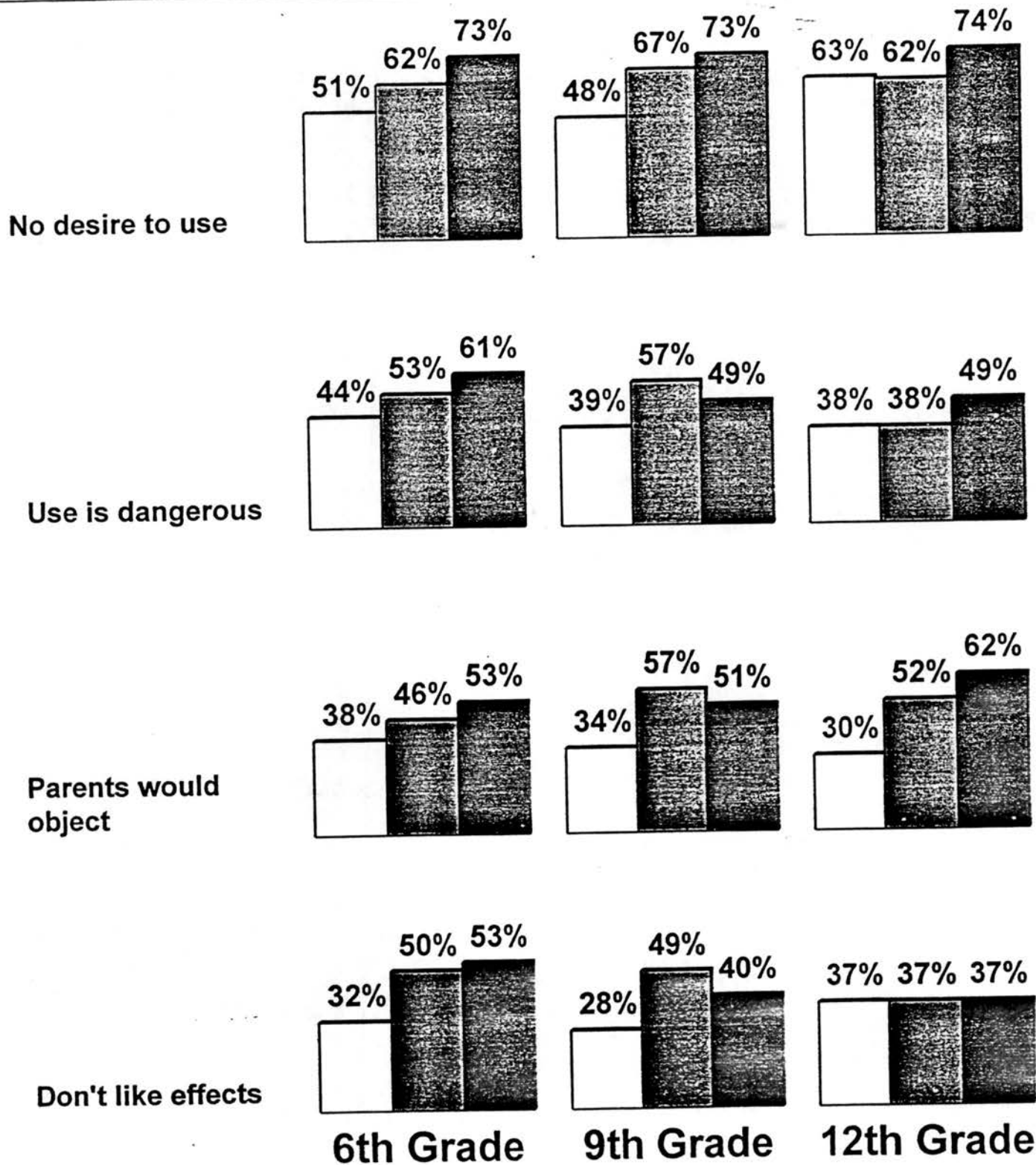
MOORHEAD

HAS 5 OR MORE DRINKS ON TYPICAL OCCASION



Minnesota

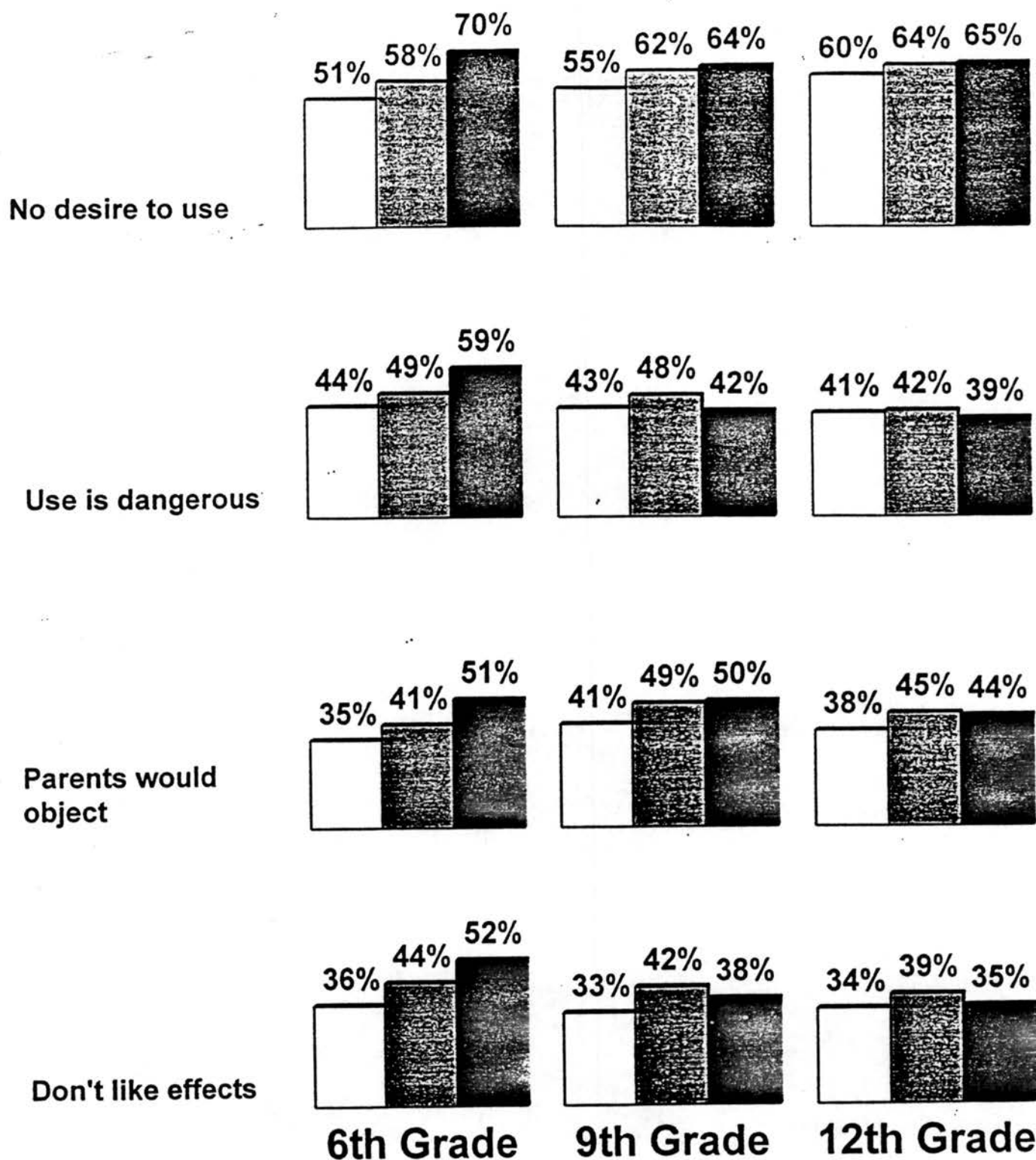
REASONS GIVEN FOR NOT USING BY NONUSERS



□ 1989 ▨ 1992 ■ 1995

MOORHEAD

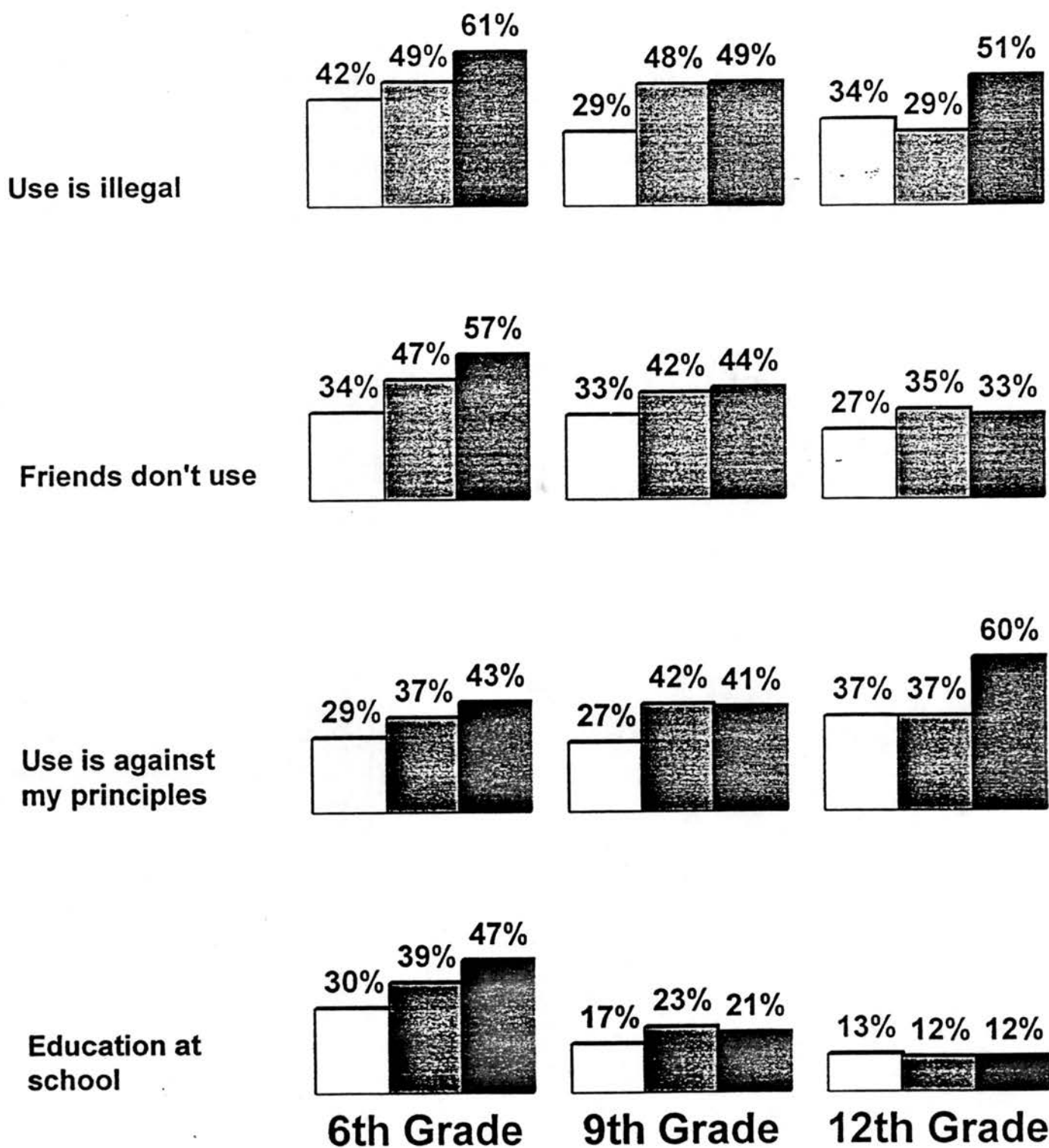
REASONS GIVEN FOR NOT USING BY NONUSERS



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Minnesota

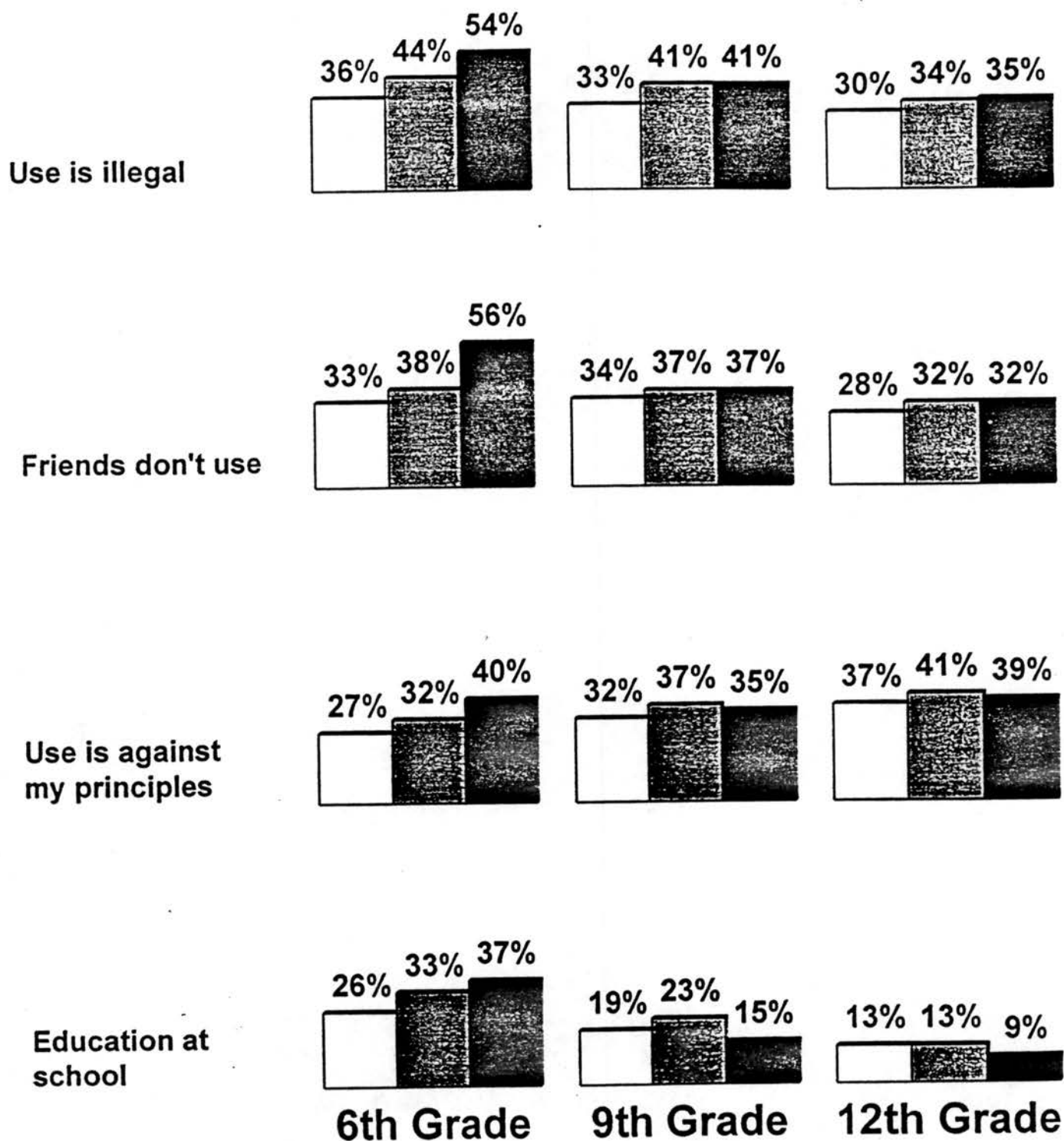
REASONS GIVEN FOR NOT USING BY NONUSERS



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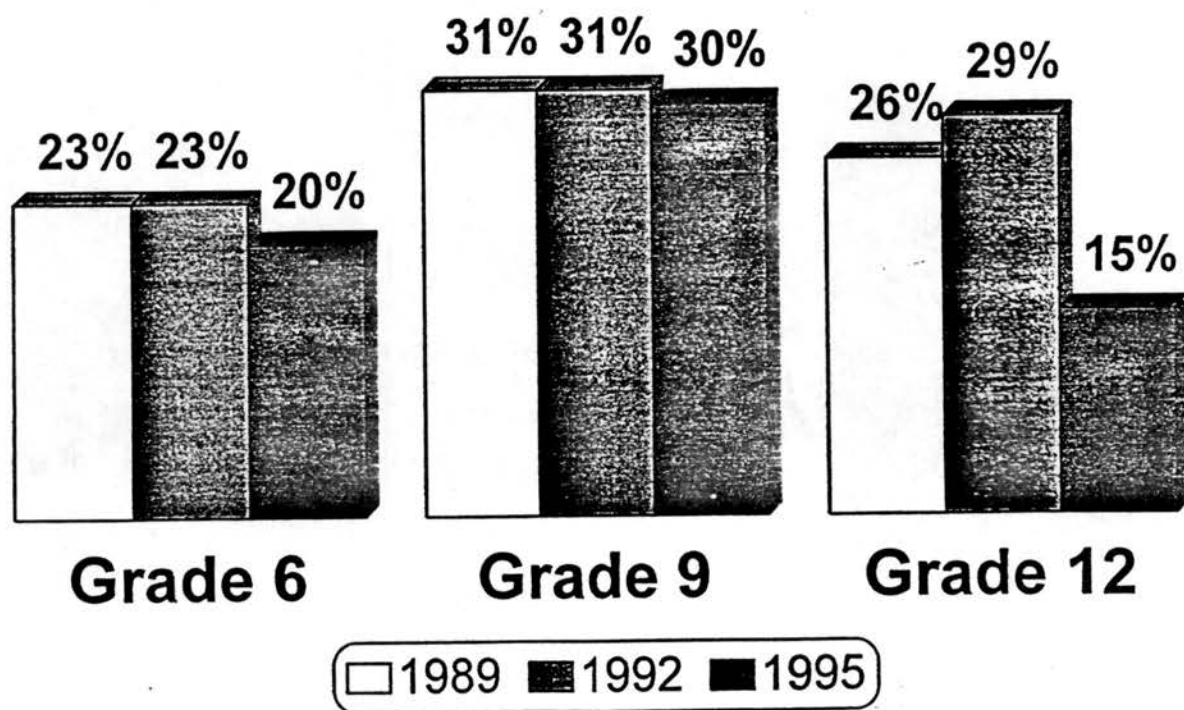
REASONS GIVEN FOR NOT USING BY NONUSERS



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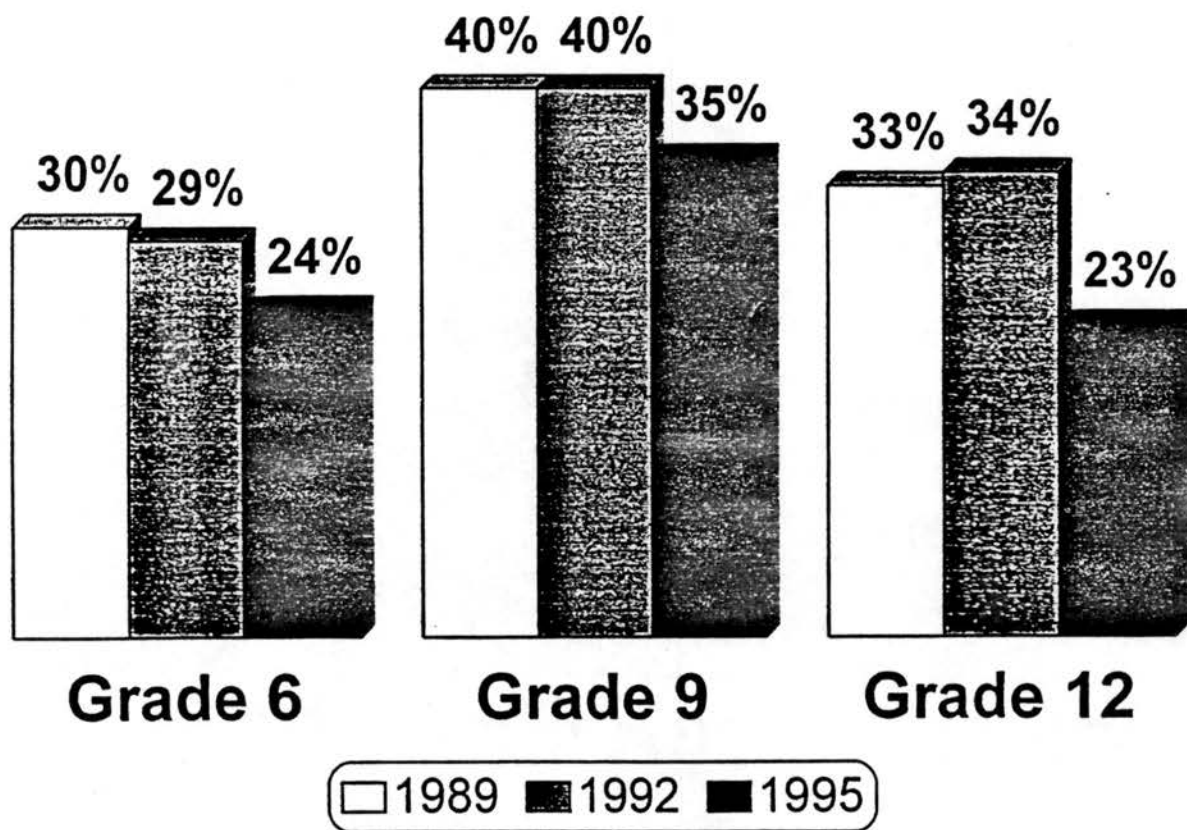
Minnesota

VANDALISM



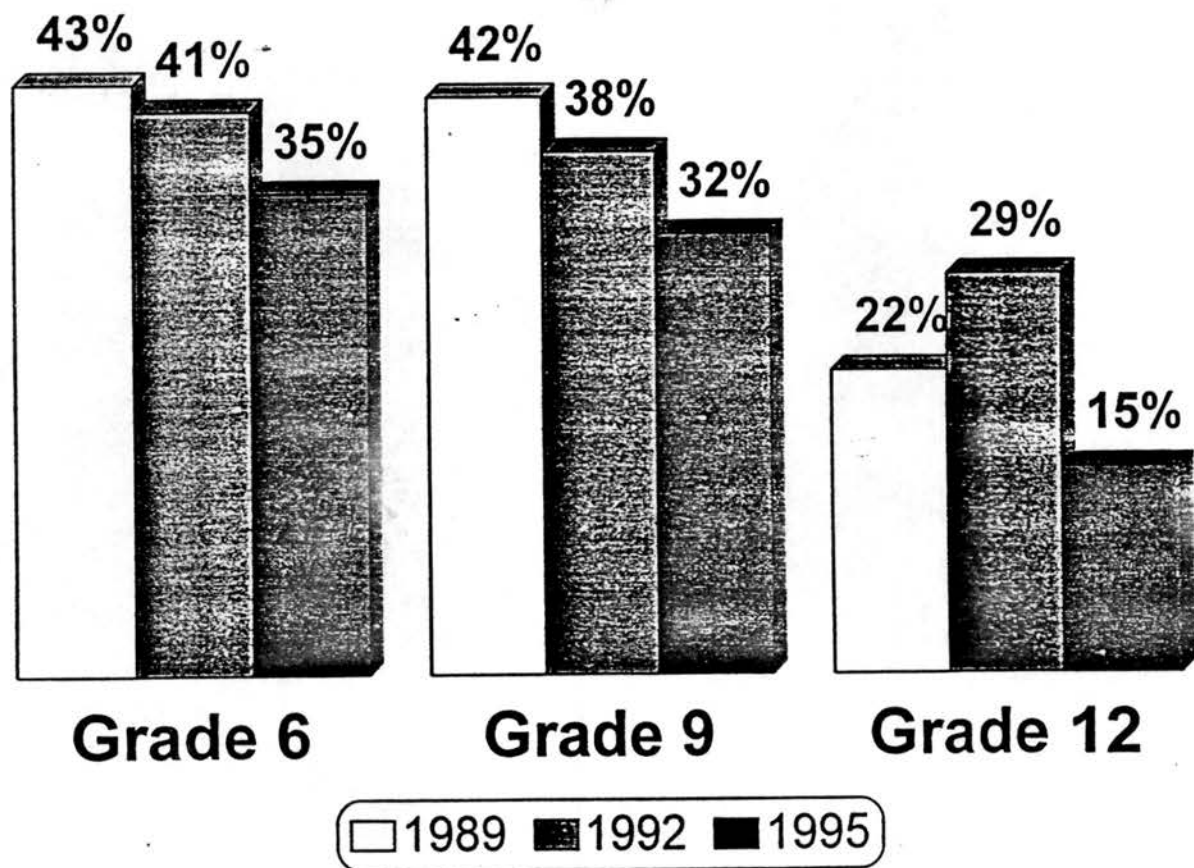
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VANDALISM



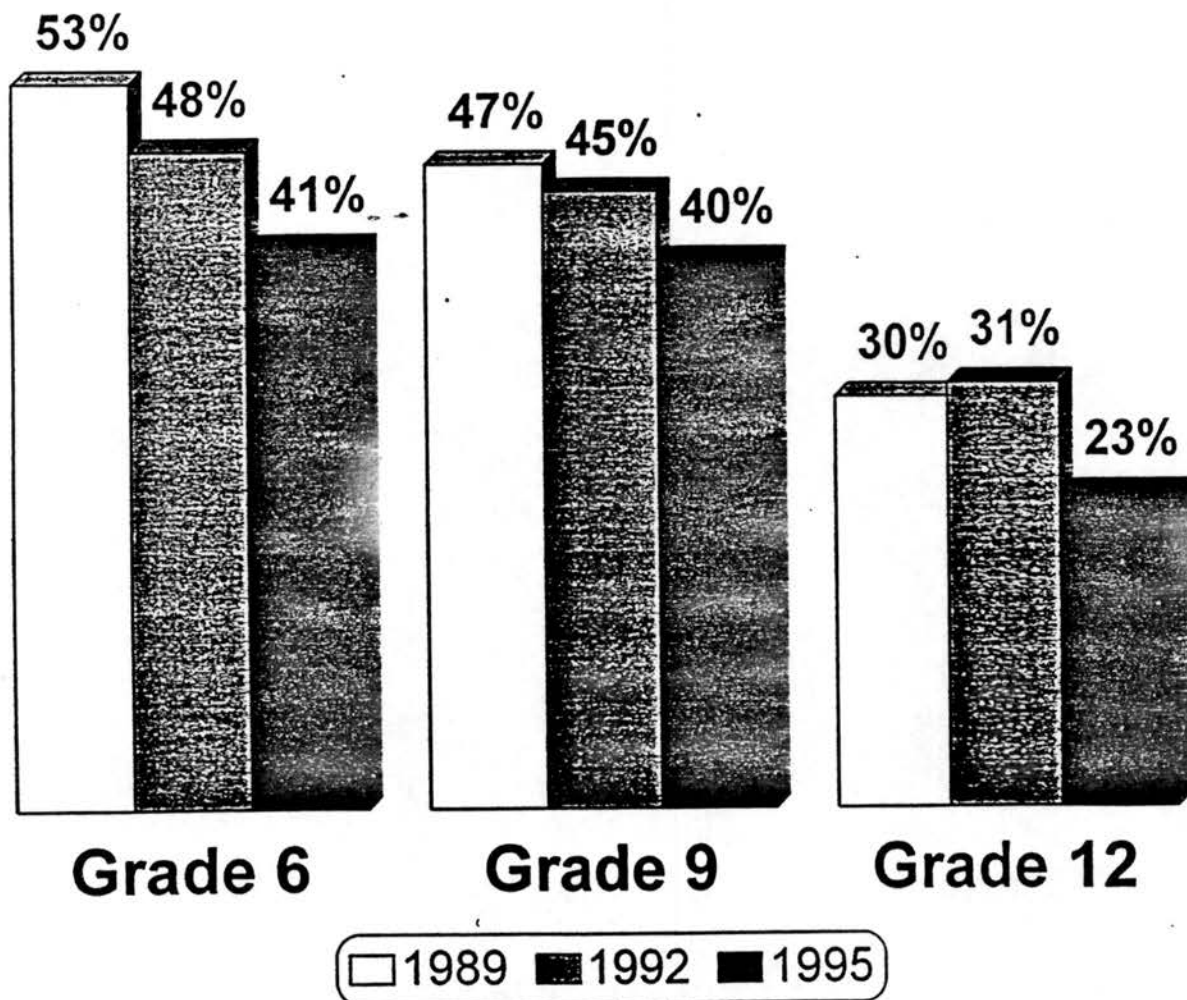
Minnesota

PHYSICAL FIGHTS



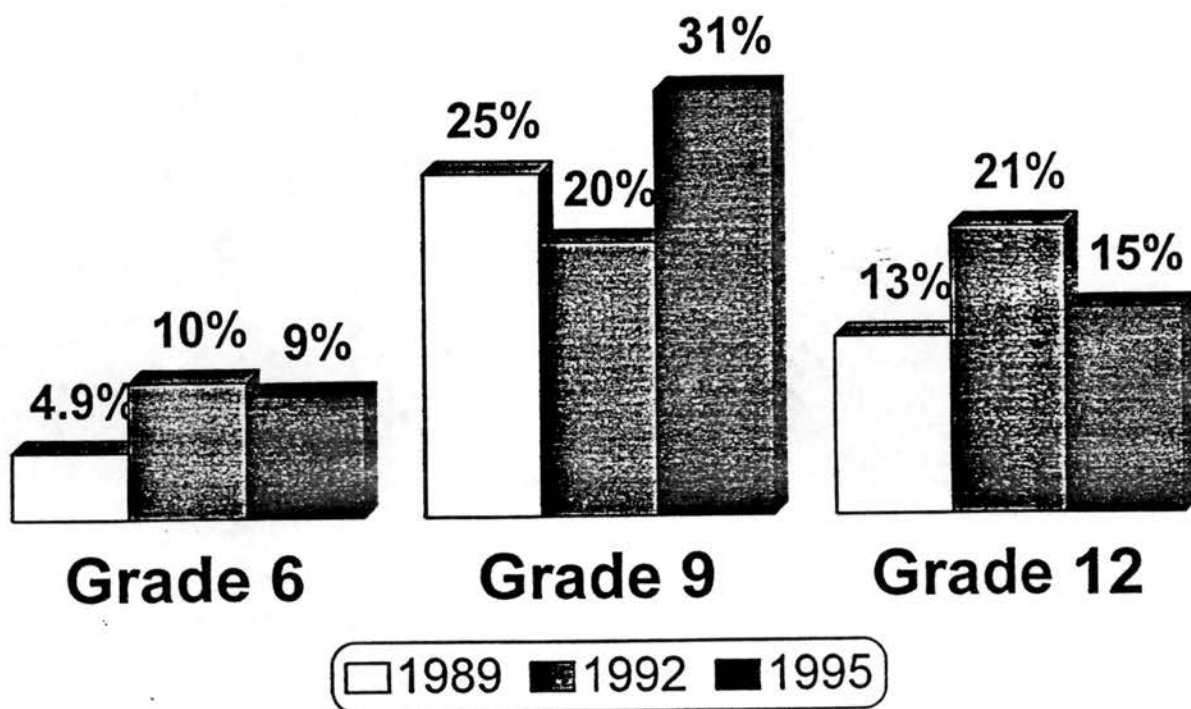
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PHYSICAL FIGHTS



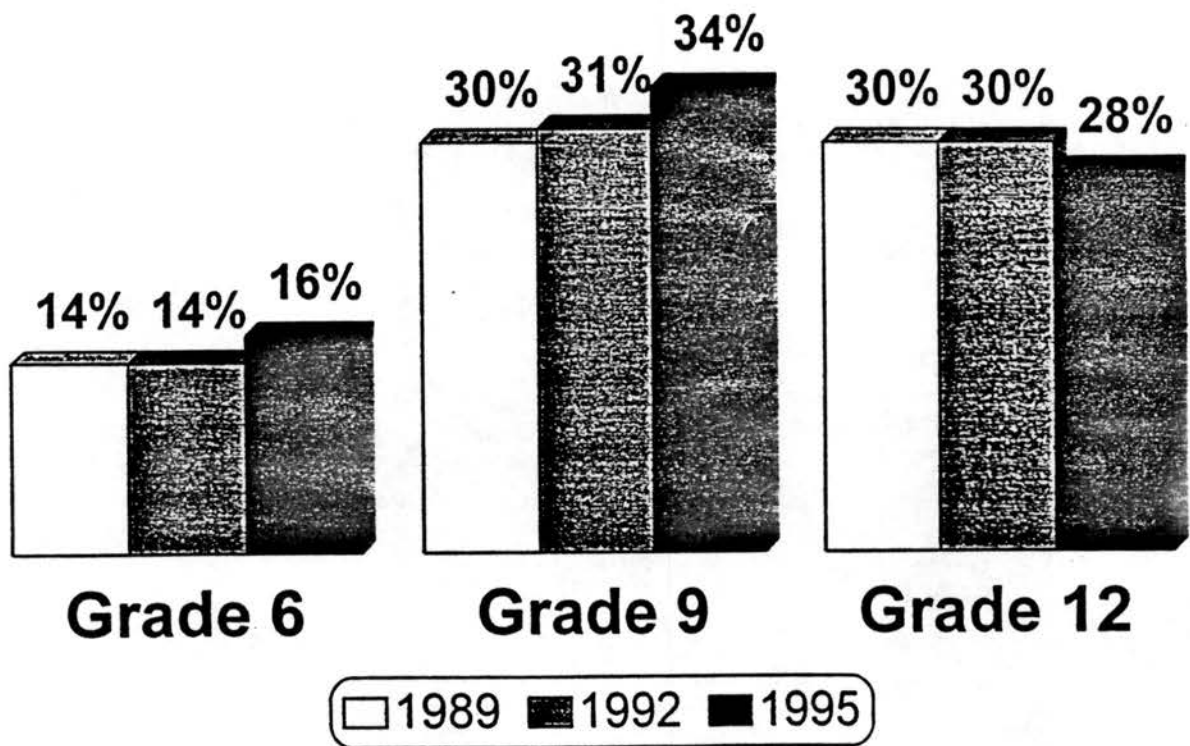
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SHOPLIFTING



MOORHEAD

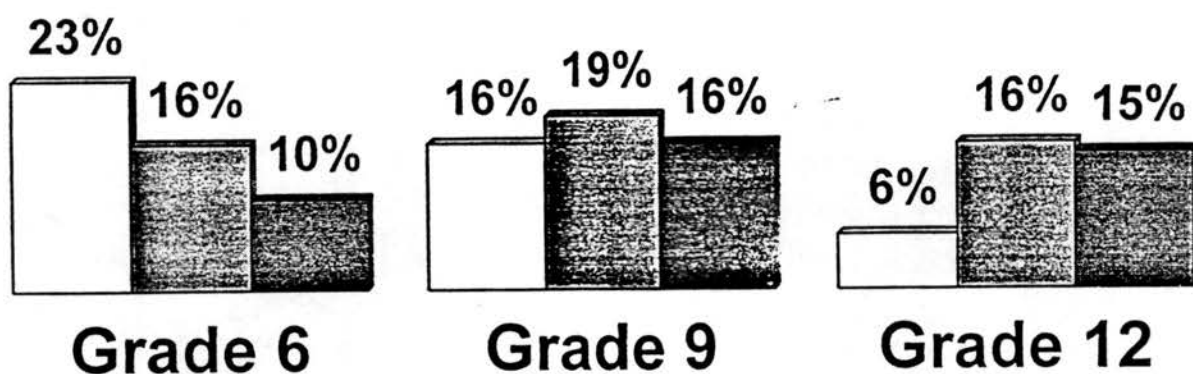
SHOPLIFTING



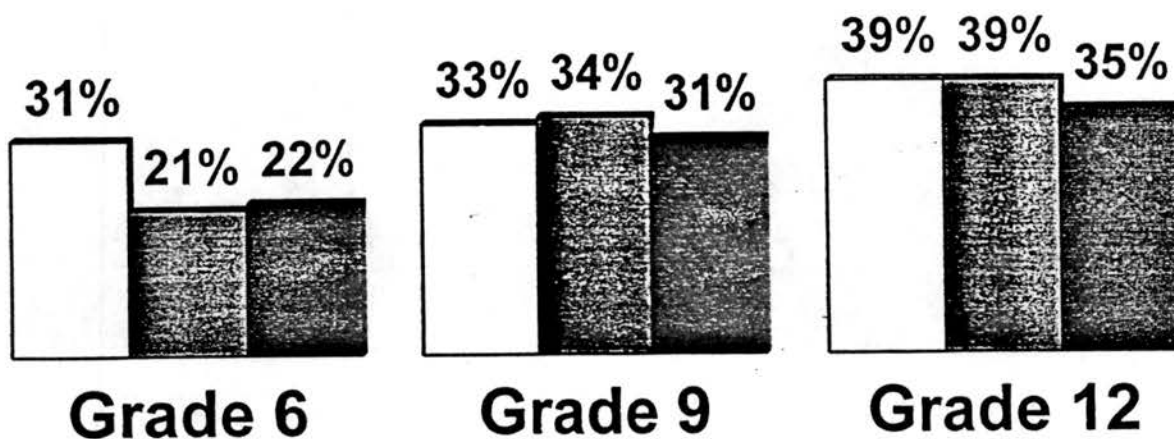
Minnesota

SELF-PERCEPTION OF BEING OVERWEIGHT

MALES



FEMALES

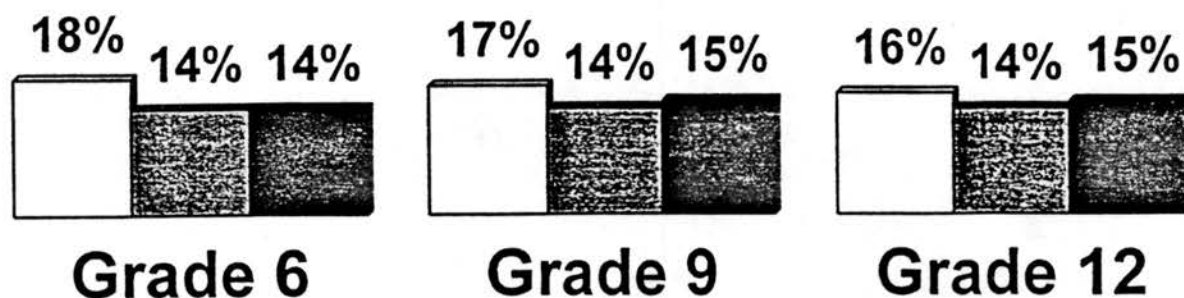


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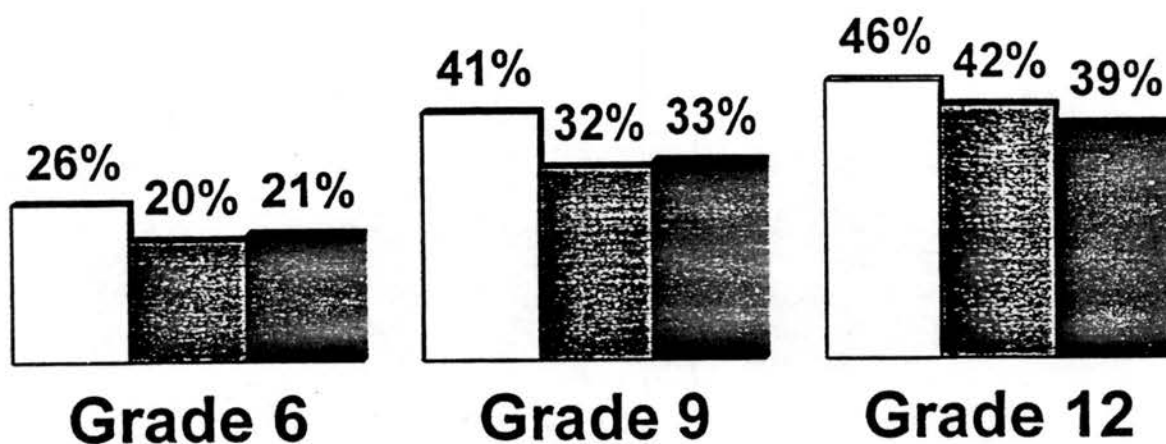
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SELF-PERCEPTION OF BEING OVERWEIGHT

MALES



FEMALES

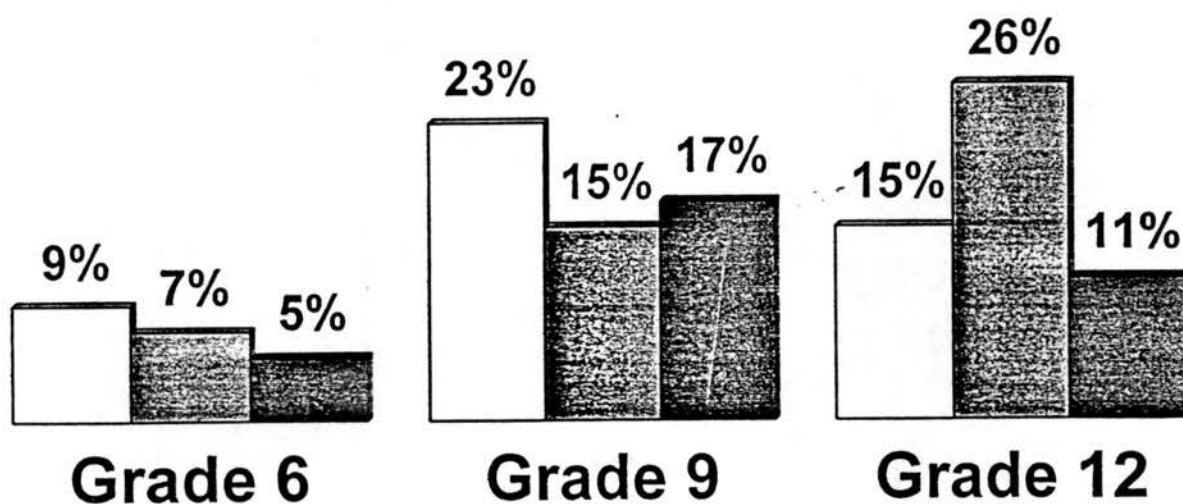


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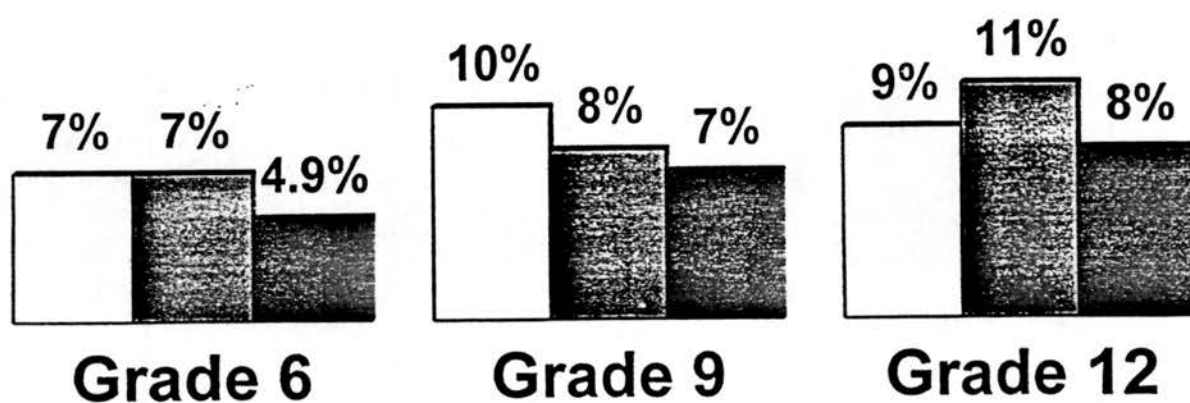
Minnesota

SUICIDE ATTEMPT EVER

FEMALES



MALES

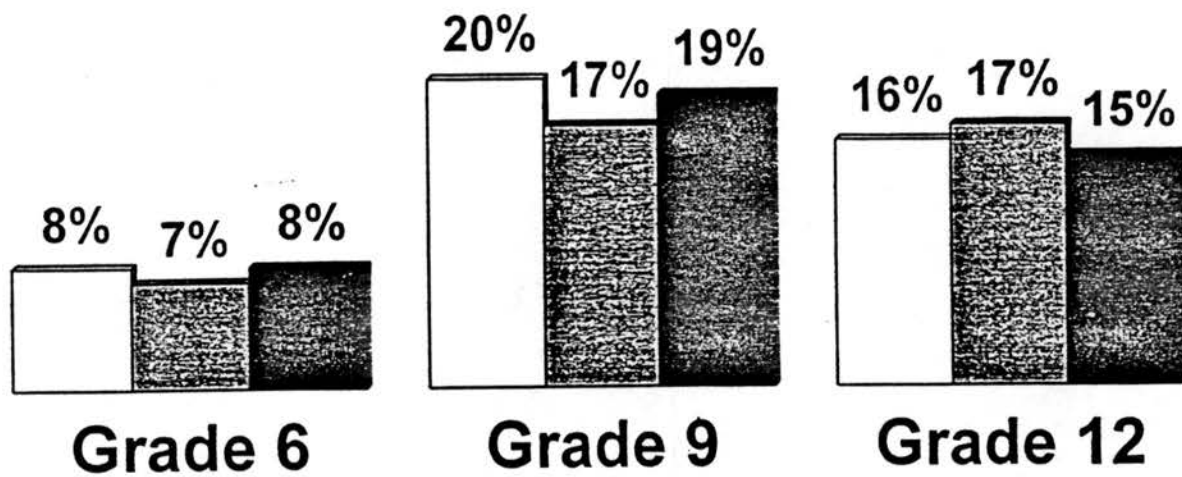


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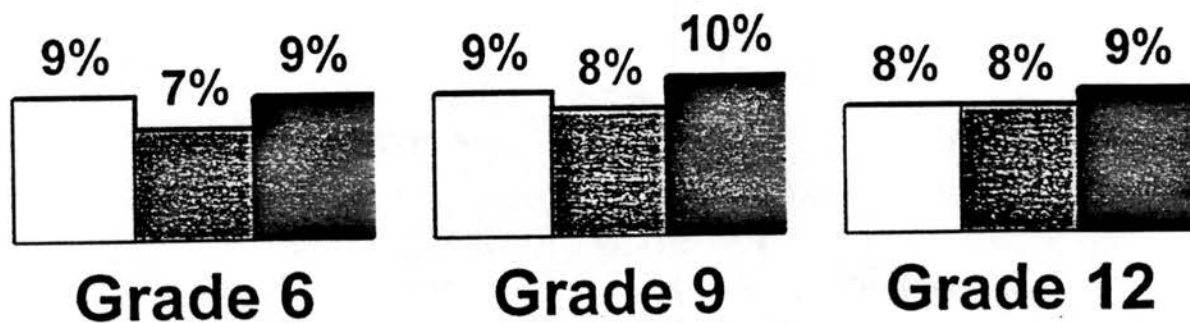
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SUICIDE ATTEMPT EVER

FEMALES



MALES

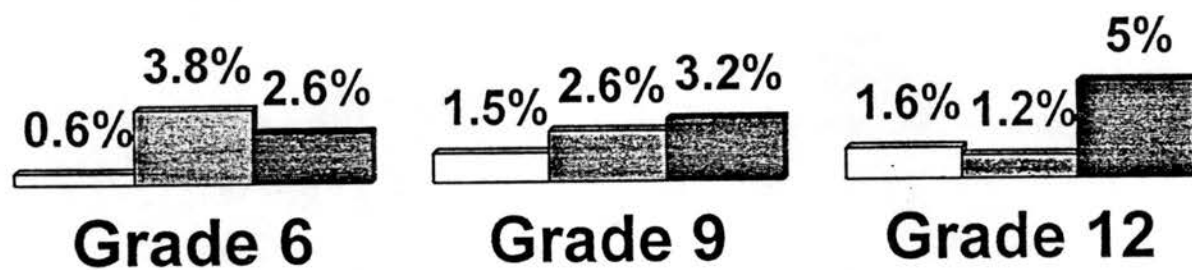


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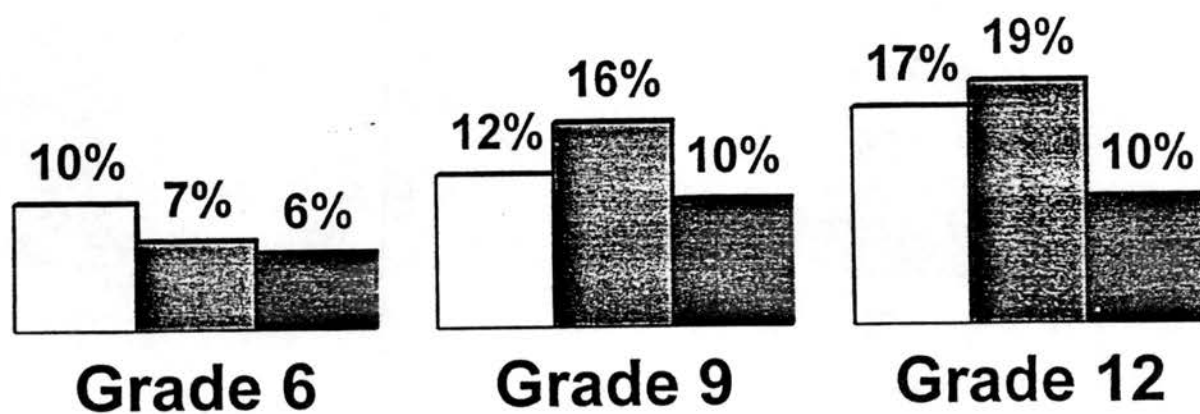
Minnesota

VICTIM OF SEXUAL ABUSE

MALES



FEMALES

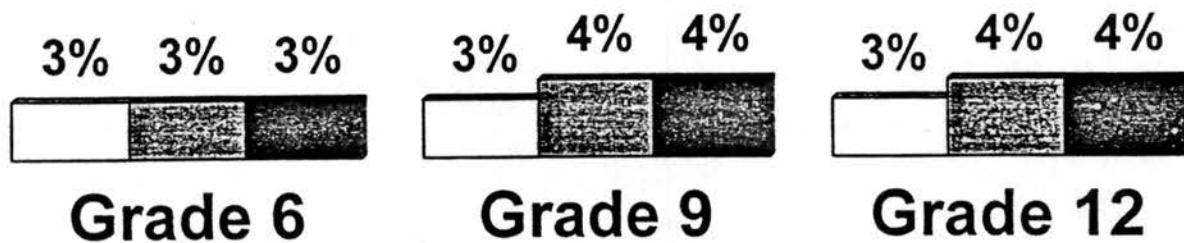


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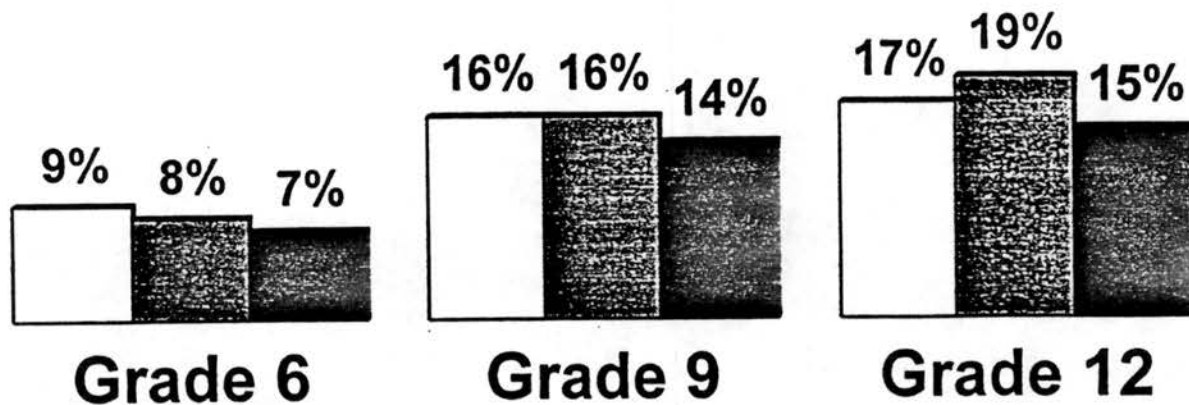
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VICTIM OF SEXUAL ABUSE

MALES



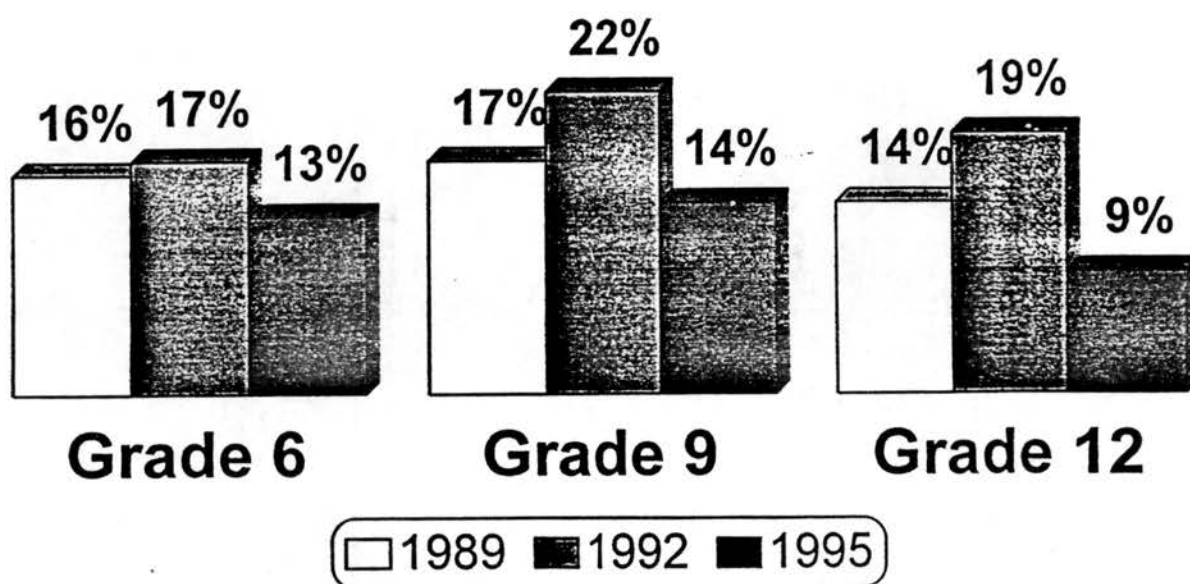
FEMALES



□ 1989 ■ 1992 ■ 1995

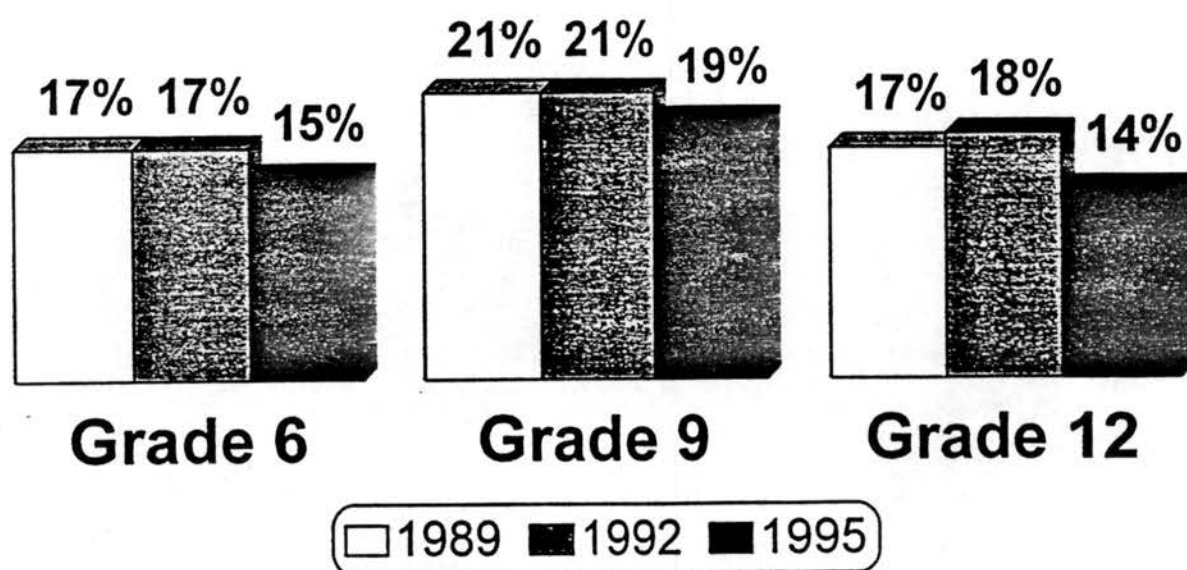
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VICTIM OR WITNESS OF FAMILY VIOLENCE



MOORHEAD

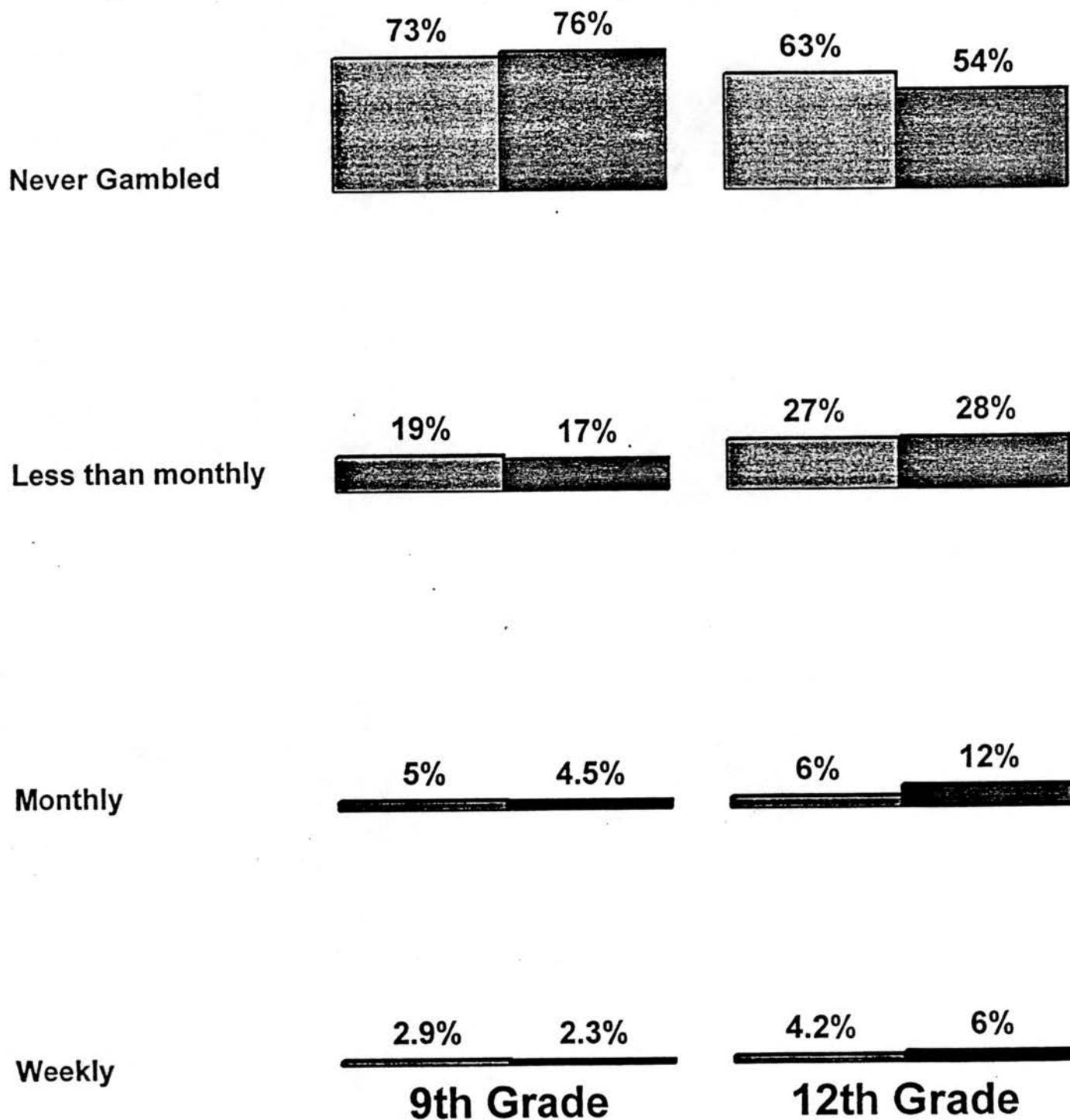
VICTIM OR WITNESS OF FAMILY VIOLENCE



Minnesota

GAMBLING BEHAVIOR:

Played Scratch Tabs During The Last 12 Months

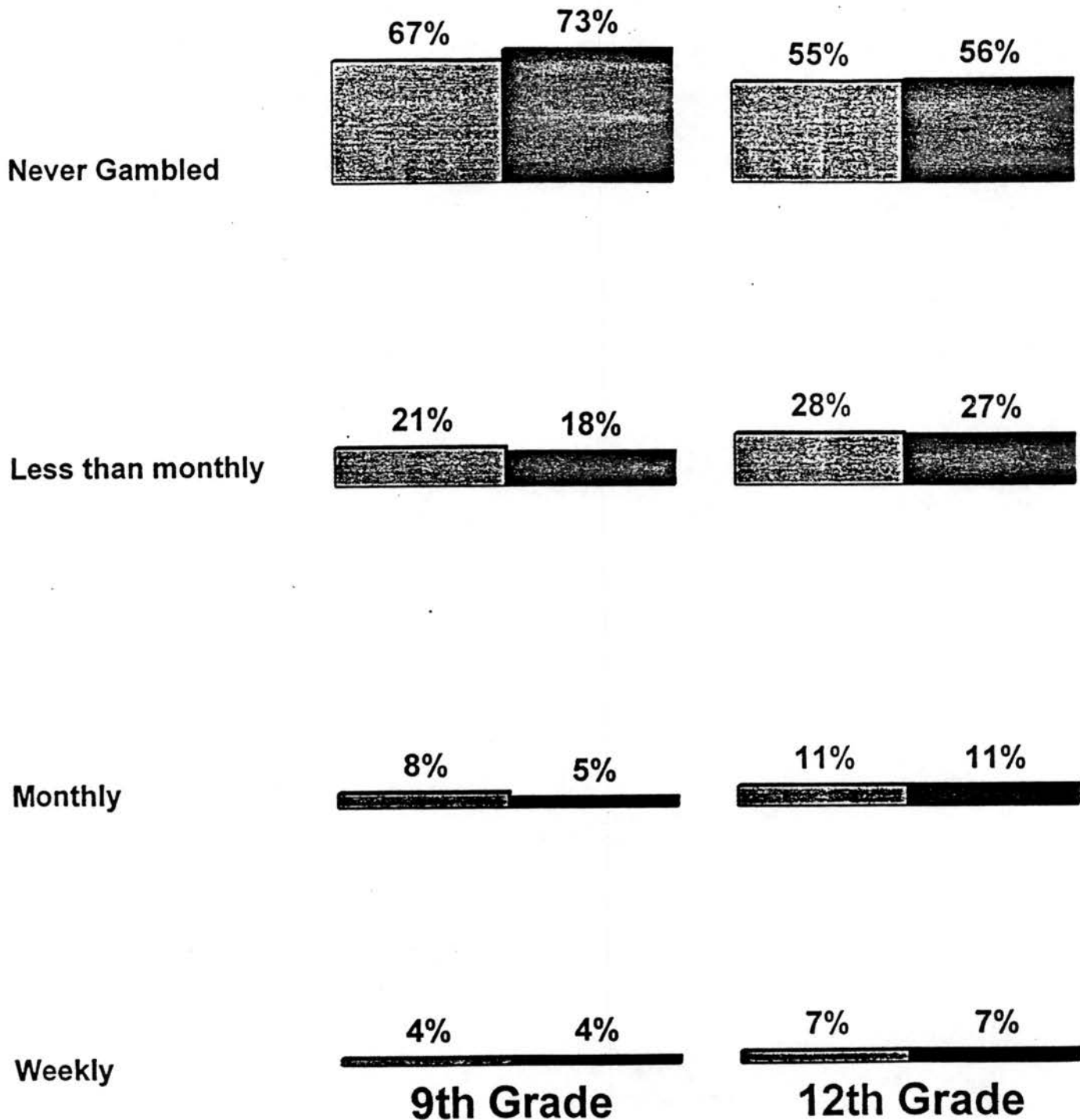


1992 1995

MOORHEAD

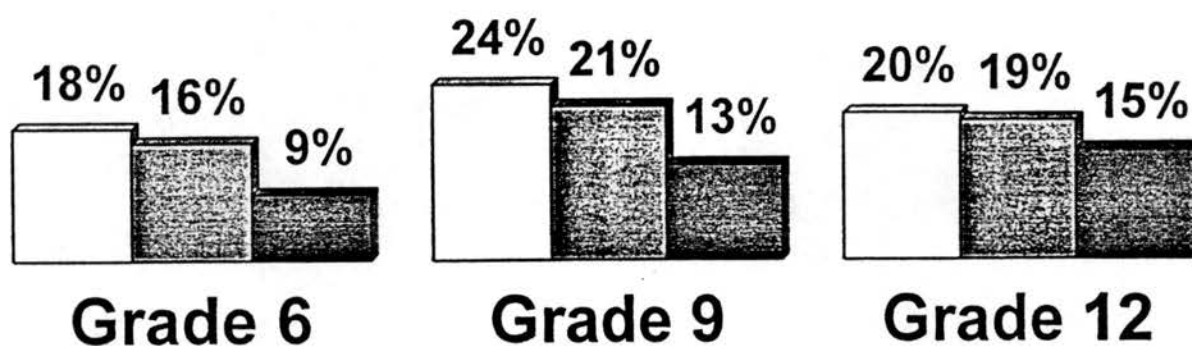
GAMBLING BEHAVIOR:

Played Scratch Tabs During The Last 12 Months

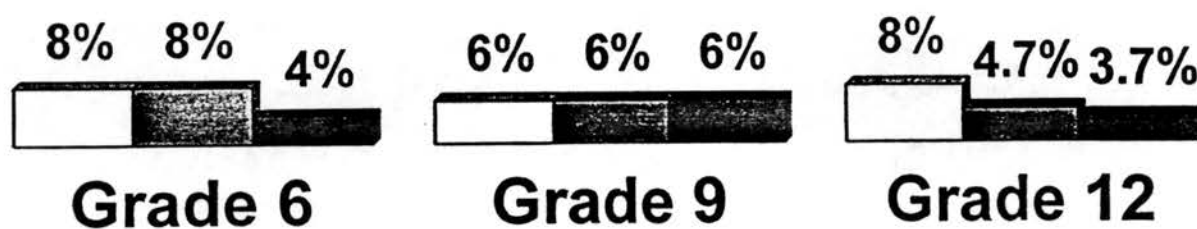


1992 1995

Minnesota



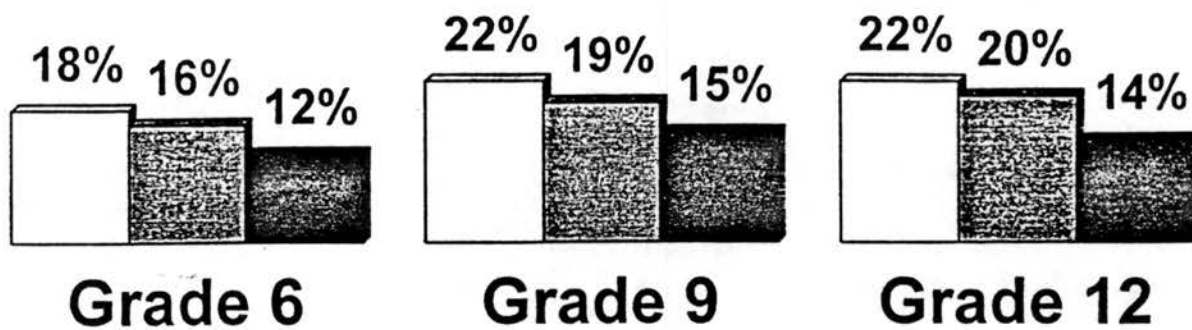
FAMILY ALCOHOL PROBLEM



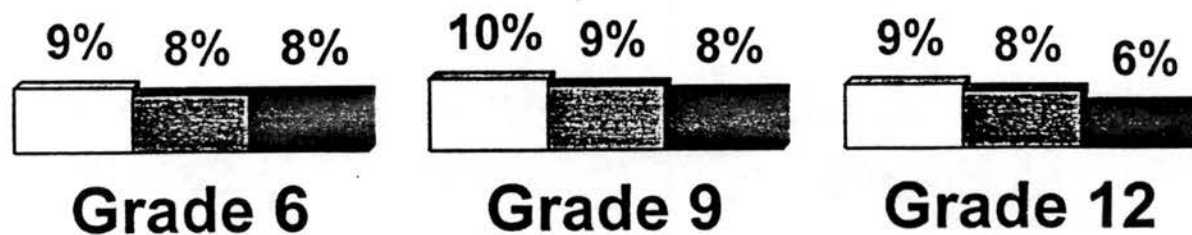
FAMILY DRUG PROBLEM

□ 1989 ■ 1992 ■ 1995

MOORHEAD



FAMILY ALCOHOL PROBLEM

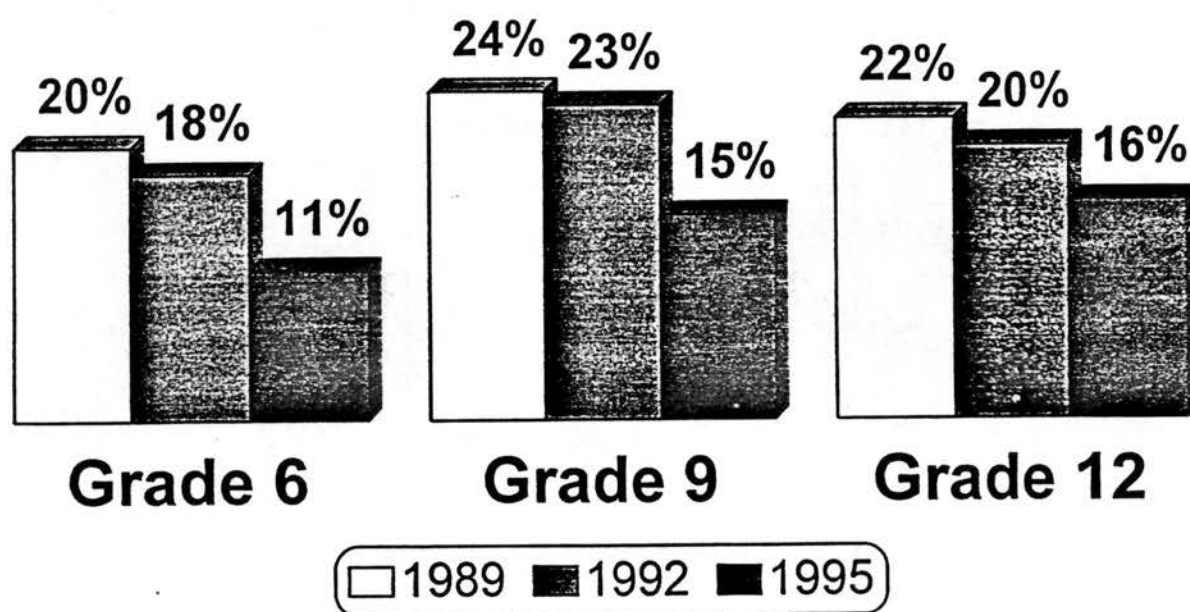


FAMILY DRUG PROBLEM

□ 1989 ▨ 1992 ■ 1995

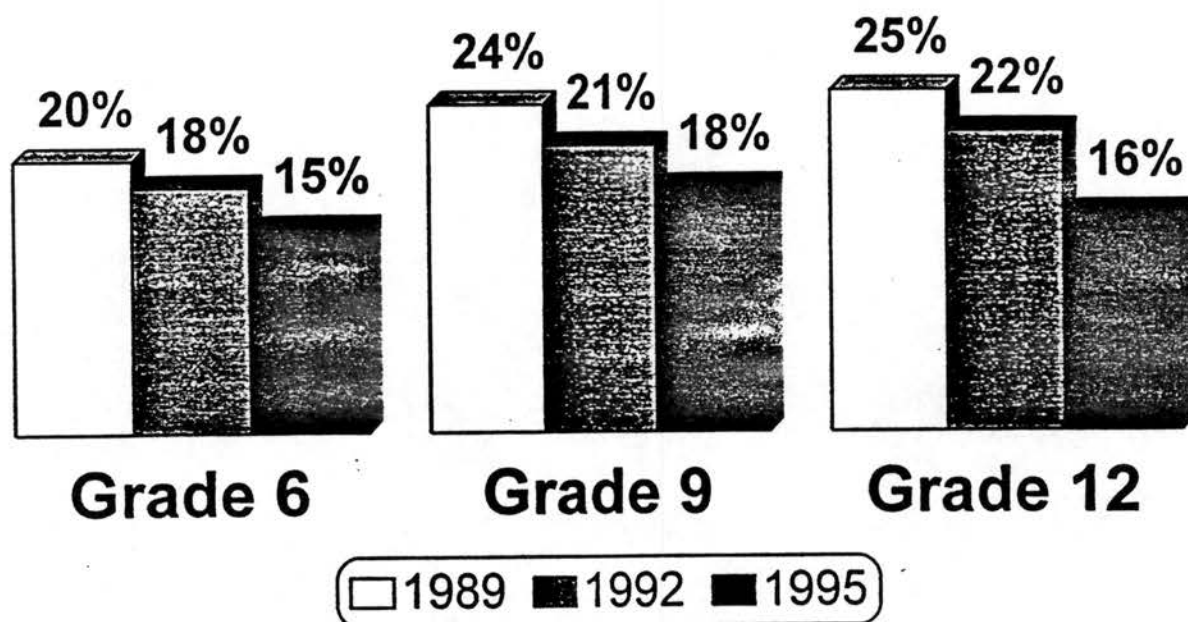
Minnesota

FAMILY ALCOHOL AND/OR DRUG PROBLEMS



MOORHEAD

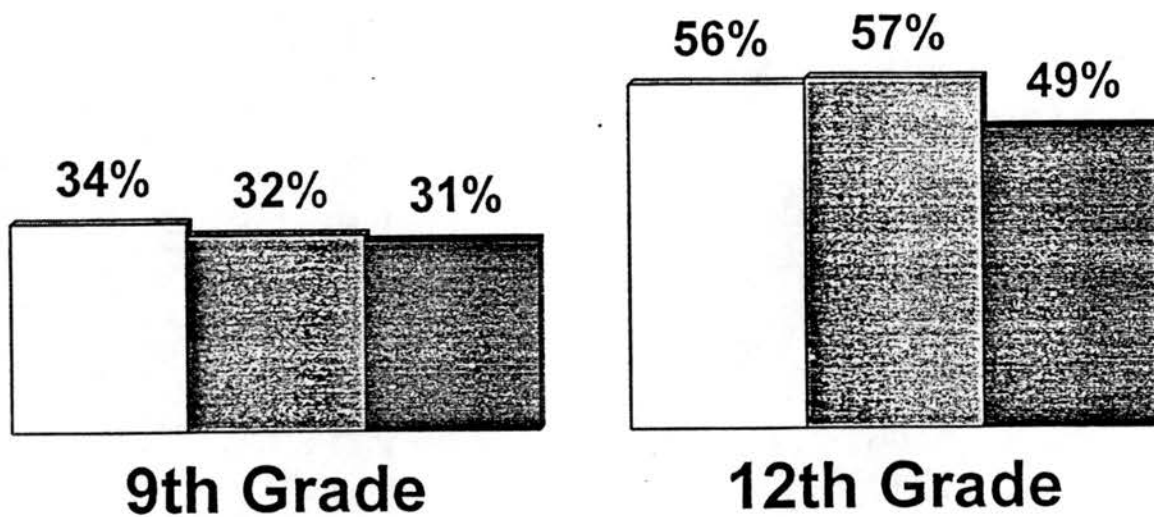
FAMILY ALCOHOL AND/OR DRUG PROBLEMS



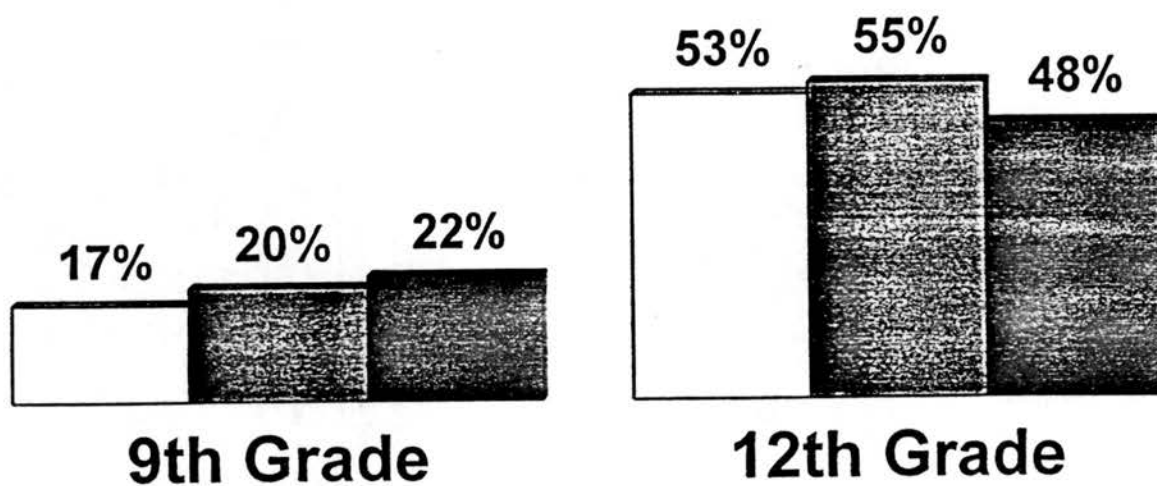
Minnesota

SEXUAL ACTIVITY BY GENDER

Males



Females

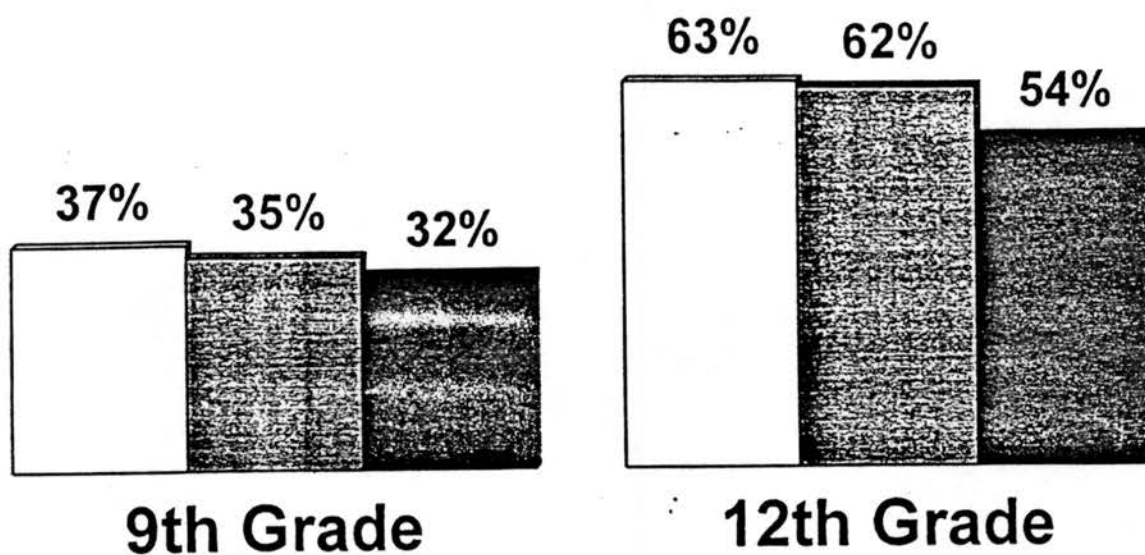


□ 1989 ■ 1992 ■ 1995

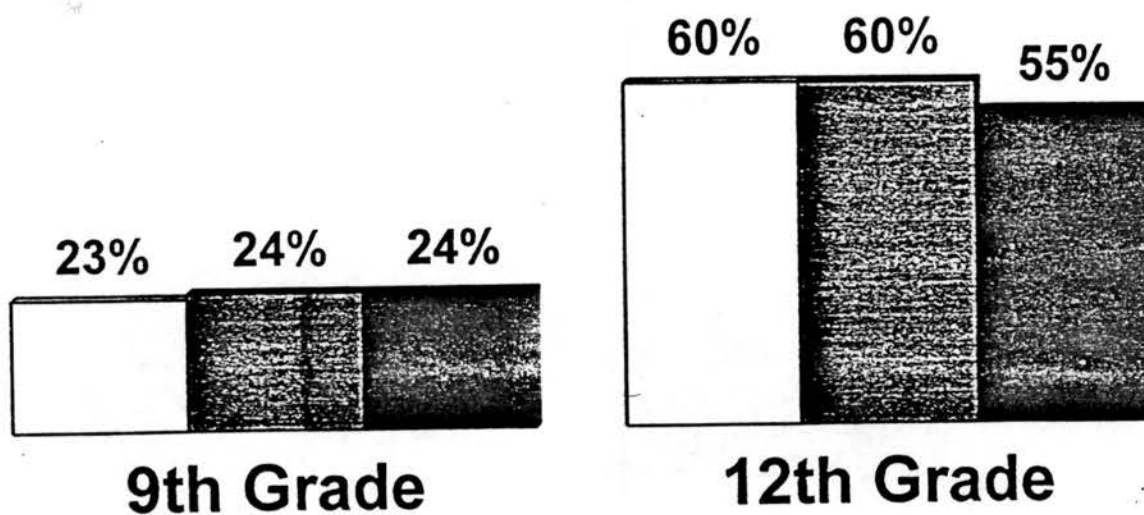
MOORHEAD

SEXUAL ACTIVITY BY GENDER

Males



Females



□ 1989 ■ 1992 ■ 1995

Minnesota

MEMO #: S-96-161

TO: School Board
FROM: Bruce R. Anderson, Supt. *BRA*
RE: Approval of Policy
DATE: March 6, 1996

Attached please find the policy, Extended Day Supervision (IICA), as presented.

Suggested Resolution: Move to approve the policy, Extended Day Supervision (IICA), as presented.

cbp
Attachment

POLICY OF THE BOARD OF EDUCATION MOORHEAD, MN.	DISTRICT CODE: IICA DATE ADOPTED: 10-24-89 REVIEWED/REVISED: 12-90
--	--

(DRAFT 2/95)

EXTENDED DAY SUPERVISION/K/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 ensure adequate supervision, the activity coach/advisor is responsible for the following:

- 1) to assure that the student/adult chaperone ratio is adequate
- 2) to follow emergency procedures if necessary as outlined by the activities office or building principal.
- 3) to provide 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) the trip itinerary
 - c) a list of chaperones
 - d) a list of special needs students and steps to accommodate them
 - e) the name of motel or other overnight accommodation
 - f) the 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 written request of parents.

MEMO #: S-96-162

TO: School Board
FROM: Bruce R. Anderson, Supt. *BR*
RE: Approval of Policy
DATE: March 6, 1996

Attached please find the policy, Student Teachers (LEA), as presented.

Suggested Resolution: Move to approve the policy, Student Teachers (LEA), as presented.

cbp
Attachment

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.

MEMO #: S-96-163

TO: School Board
FROM: Bruce R. Anderson, Supt. *BRA*
RE: Approval of Policy
DATE: March 6, 1996

Attached please find the policy, Research Studies (LC), as presented.

Suggested Resolution: Move to approve the policy, Research Studies (LC), as presented.

cbp
Attachment

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 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.

MEMO #: S-96-164

TO: School Board
FROM: Bruce R. Anderson, Supt. *BRA*
RE: Approval of Policy
DATE: March 6, 1996

Attached please find the policy, Boundary Exception Requests (JCA), as presented.

Suggested Resolution: Move to approve the policy, Boundary Exception Requests (JCA), as presented.

cbp
Attachment

(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 requests will begin ~~immediately~~ after March 1 UP UNTIL AUGUST 1, in the order in which they are received. 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~~ DENIAL Of Requests

A request for boundary exception should be ~~disapproved~~ denied 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 25 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.

5-M9-805
MIN
3-25-96

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
MARCH 25, 1996
PAGE 1

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

MEMBERS ABSENT: None.

CALL TO ORDER: Chairman Gustafson called the meeting to order at 7:00 p.m. and led everyone in attendance with the Pledge of Allegiance.

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

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

"WE ARE PROUD"

*** Congratulations were expressed to the following winners of the District Spelling Bee: 1st Place - Alicia Strnad, Grade 6, Voyager; 2nd Place - Sam Boggs, Grade 6, Robert Asp; 3rd Place - Adrienne Kreps, Grade 8 Moorhead Junior High. Alicia Strnad and Sam Boggs represented the school district at the Regional Spelling Bee in Fergus Falls.

*** Congratulations were expressed the Moorhead Junior High's Science Olympiad team which placed second at the regional tournament held at Moorhead State University. The team placed 15th out of 35 teams at the State competition. Team members include Magan Axtman, Robert Bekkerus, Ben Daeuber, Ben Ferguson, Colin Finken, Heather Frank, Amber Jensen, Michal Sieben, David Wan, Aaron Weir, David Whitaker, and Bjorn Myrum. Nick Armitage replaced Michal Sieben at State.

*** Congratulations went to Coralie Carlson, editor of "The Spud" student newspaper, who was named Minnesota Journalist of the Year by the Journalism Educators of Minnesota. Teacher Phyllis Cassatt is the advisor for the newspaper.

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

Gift - Accept the gift of a stage set to the Senior High drama department, valued at \$144, from the CHOICES for Adults with Disabilities Program.

Nature Area Project Environmental Action Grant - Accept the grant, in the amount of \$500, for environmental education curriculum materials.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
MARCH 25, 1996
PAGE 2

Student Services Agreement - Approve the agreement with Clay County Diversified Services, Inc., in an amount not to exceed \$707.20, for completion of a student assessment for supported/sheltered employment services.

New Employees

Connie Nokken - A.V./Science Center Secretary, Probstfield, A12 (0) 7.62 per hour, 6.5 hours daily, effective March 26, 1996.
Mary Krumheuer - EBD Paraprofessional, Washington, B21 (0) \$8.19 per hour, 6.5 hours daily, effective immediately.
Renata Highness - MIMI Paraprofessional, Robert Asp, B21 (0) \$8.19 per hour, 6.5 hours daily, effective March 26, 1996.

Resignations

Gail Anderson - Senior Citizen Education Coordinator, effective May 22, 1996.

Family/Medical Leave

Joan Kempf - Inclusion Teacher, Probstfield, to begin approximately March 27, 1996 for the rest of the school year.

Motion carried 7-0.

COMMITTEE REPORTS: Reports were heard regarding the PER, Community Education Advisory, Long Range Planning, and District Student Staff Assistance Steering committee meetings.

USE OF CANINES: Ladwig moved, seconded by Cox, to receive the suggested resolution from the Moorhead Senior High Student Council, and direct the administration to include the resolution with a broader policy for all schools. Motion carried 7-0.

MULTIMEDIA TECHNOLOGY PRESENTATION: Sharon Nelson, teacher at Probstfield School, presented a demonstration and student video about how multimedia technology is being utilized in her classroom. Nelson state one reason technology is successful in her classroom is because she uses many different types of presentations to reach students at many levels of learning.

GOALS 2000 RESTRUCTURING GRANT UPDATE: Mike Siggerud, assistant principal at the Senior High, updated the Board regarding the Goals 2000 grant. Siggerud reviewed the four areas the grant is to assist with, that being - implementing the Graduation Standards and the staff development for it, studying alternative scheduling, developing the PLUS center, and assisting Adult Basic Education services, specifically for the GED program.

SPORTS CENTER LEASE AGREEMENT: Cox moved, seconded by Hastad, to approve the 1995-96 and 1996-97 Sports Center lease agreement with the City of Moorhead, in the amount of \$30,376. Motion carried 7-0.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
MARCH 25, 1996
PAGE 3

FUTURE MEETING FORMAT: The Board discussed reformatting the meetings so as to have "Working Sessions" and "Action Sessions" instead of the current format (combined).

Discussion was held regarding action items on the "Working Session" agenda. Gustafson will work with administration to develop this new format.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

Hewitt inquired on the status of the Fund Raising policy. It was referred to administration for addition research and will be returned to the Board when completed.

ADJOURNMENT: Cox moved, seconded by Hastad, to adjourn the meeting at 8:30 p.m. Motion carried 7-0.

James Hewitt, Clerk

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

March 25, 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 _____

6:45 p.m. View Multimedia Technology from Sharon Nelson's Classroom

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 the following winners of the District Spelling Bee: 1st Place - Alicia Strnad, Grade 6, Voyager; 2nd Place - Sam Boggs, Grade 6, Robert Asp; 3rd Place - Adriene Kreps, Grade 8 Moorhead Junior High.

Alicia Strnad and Sam Boggs represented the school district at the Regional Spelling Bee in Fergus Falls.

*** Moorhead Junior High's Science Olympiad team placed second at the regional tournament held at Moorhead State University. The team placed 15th out of 35 teams at the State competition. Team members include Magan Axtman, Robert Bekkerud, Ben Daeuber, Ben Ferguson, Colin Finken, Heather Frank, Amber Jensen, Michal Sieben, David Wan, Aaron Weir, David Whitaker. Nick Armitage replaced Michal Sieben at State.

*** Congratulations to Coralie Carlson, editor of "The Spud" student newspaper, who was named Minnesota Journalist of the Year by the Journalism Educators of Minnesota.

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.

A. INSTRUCTIONAL MATTERS - Jernberg

- (1) Acceptance of Gift - Page 5
- (2) Acceptance of Nature Area Project Environmental Action Grant - Page 6
- (3) Approval of Student Services Agreement - Pages 7-8

B. BUSINESS AFFAIRS - Lacher

C. PERSONNEL MATTERS - Skinkle

- (1) Approval of New Employees - Page 9
- (2) Acceptance of Resignations - Page 10
- (3) Approval of Family/Medical Leave - Page 11

D. ADMINISTRATIVE MATTERS - Anderson

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

Moved by _____ Seconded by _____
Comments _____

3. COMMITTEE REPORTS

4. USE OF CANINES - Anderson
Pages 12-13

Suggested Resolution: Move to receive the suggested resolution from the Moorhead Senior High Student Council, and direct the administration to include the resolution with a broader policy for all schools.

Moved by _____ Seconded by _____
Comments _____

5. MULTIMEDIA TECHNOLOGY PRESENTATION - Anderson
Pages 14-15

Sharon Nelson, Probstfield School, will review how multimedia technology is being utilized in her classroom.

6. GOALS 2000 RESTRUCTURING GRANT UPDATE - Jernberg
Page 16

Mike Siggerud, Senior High Assistant Principal, will update the Board regarding the Goals 2000 grant.

7. SPORTS CENTER LEASE AGREEMENT - Lacher
Pages 17-29

Suggested Resolution: Move to approve the 1995-96 and 1996-97 lease agreement with the City of Moorhead, in the amount of \$30,376.

Moved by _____ Seconded by _____
Comments _____

8. FUTURE MEETING FORMAT - Anderson

Future School Board meeting formats will be discussed.

9. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

10. ADJOURNMENT

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
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
GXC Mtg.	Tues., Apr. 2	3:45 p.m.	Townsite
K-6 MEEP Day (no classes)	Wed., Apr. 3		
Joint Powers	Thurs., Apr. 4	7 a.m.	Courthouse
K-6 No Classes	Thurs., Apr. 4		
Spring Break	Fri., Apr. 5		
Snow Make-up Day (K-12 classes held)	Mon., Apr. 8		

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
School Board	Mon., Apr. 8	7 p.m.	Townsite
LRP	Thurs., Apr. 11	3:45 p.m.	Townsite
Policy Review	Mon., Apr. 15	7 p.m.	Townsite
PER	Thurs., Apr. 18	7 a.m.	Townsite
Supt. Advisory Council	Thurs., Apr. 18	7 p.m.	Townsite
School Board	Mon., Apr. 22	7 p.m.	Townsite
Cabinet Mtg.	Tues., Apr. 23	3:45 p.m.	Townsite
Spring Play "Runaways"	Thurs., Apr. 25 - Sun., Apr. 28		Senior High
Learning Bank	Tues., Apr. 30	7:15 a.m.	Fargo
Joint Powers	Thurs., May 2	7 a.m.	Courthouse
Prom	Sat., May 4		Senior High
GXC Mtg.	Tues., May 7	3:45 p.m.	Townsite
MEA Banquet	Thurs., May 9	6 pm - recpt. 6:40 pm - dinner 7:30 pm - awards	Concordia- Knutson Center
LRP	Thurs., May 9	3:45 p.m.	Townsite
School Board	Mon., May 13	7 p.m.	Townsite
GED Graduation	Tues., May 14	7 p.m.	NWTC
PER	Thurs., May 16	7 a.m.	Townsite
Supt. Advisory Council	Thurs., May 16	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 (storm make-up)	Fri., May 31		
Last Day for Staff	Mon., June 3		
Graduation	Sun., June 2		

MEMO #: I-96-266
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RF*
SUBJECT: Acceptance of Gift
DATE: March 15, 1996

The district has received a stage set (valued at \$143.90 in materials) donated by CHOICES for Adults With Disabilities Program to the Senior High drama department.

Suggested Resolution: Move to accept the gift as presented.

RMJ/mdm

MEMO #: I-96-258

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *BJ*

SUBJECT: School Nature Area Project Environmental Action Grant

DATE: March 11, 1996

Moorhead Junior High School has been selected as a partnership school with the School Nature Project for the 1996-97 school year. The district will receive \$500 for curriculum materials related to environmental education.

Suggested Resolution: Move to accept the grant funds as submitted.

RMJ/mdm

MEMO #: I-96-272

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *RJ*

SUBJECT: Agreement for an Assessment of Sheltered/Supported
Employment for a Student

DATE: March 20, 1996

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

Total cost will not exceed \$707.20 of which state special education aids will amount to \$367.74 and the remaining \$339.46 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.

AKS:dr
Attachment

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

This contract entered into this 6th day of May, 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 6th day of May 1996, to and including June 10, 1996, for an agreed cost during the full term of the contract agreement as follows:
 - \$35.36 per day for on-site vocational assessment, not to exceed 20 days per assessment not to exceed \$707.20.
 - 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 \$707.20 for the period of time of May 6, 1996 through June 10, 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

MEMORANDUM P 96.021

TO: Dr. Bruce Anderson

FROM: Dr. John Skinkle *JDS*

DATE: March 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:

Connie Nokken - A.V./Science Center Secretary, Probstfield Elementary, A12 (0) 7.62 per hour, 6.5 hours daily effective March 26, 1996.
(Replace Elrene Cossette)

Mary Krumheuer - EBD Paraprofessional, Washington Elementary, B21 (0) \$8.19 per hour, 6.5 hours daily, effective immediately.
(New student)

Renata Highness - MMMI Paraprofessional, Washington Elementary, B21 (0) \$8.19 per hour, 6.5 hours daily, effective March 26, 1996.
(Replace George Ruiz)

Suggested Resolution: Move to approve the employment as presented.

JDS:sdh

MEMORANDUM P 96.022

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

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

Gail Anderson - Senior Citizen Education Coordinator, effective May 22, 1996.

Suggested Resolution: Move to accept the resignation as presented.

JDS:sdh

MEMORANDUM P 96.023

TO: Dr. Bruce Anderson

FROM: Dr. John Skinkle *JS*

DATE: March 20, 1996

SUBJECT: Family/Medical Leave

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

Joan Kempf - Inclusion Teacher, Probstfield Elementary, to begin approximately March 27, 1996 for the rest of the 1995-96 school year.

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

JDS:sdh

MEMO #: S-96-173

TO: School Board
FROM: Bruce R. Anderson, Supt. ^{BRA}
RE: Use of Canines at Moorhead High
DATE: March 20, 1996

Kara Anderson, Moorhead High Student Council President, and Principal Doug Price will present the attached resolution to be received by the Board.

Suggested Resolution: Move to receive the suggested resolution from the Moorhead Senior High Student Council, and direct the administration to include the resolution with a broader policy for all schools.

BRA:(cbp)
Attachment

RESOLUTION FOR THE USE OF
CANINES FOR THE DETECTION OF
CONTROLLED SUBSTANCES

WHEREAS the goal of the Moorhead High School Student Council is to secure a safe environment for students and staff to learn and work and,

WHEREAS it is recognized that the presence of controlled substances within the school and on the school grounds constitutes an inherent danger to students and staff and,

WHEREAS the use of canines trained in the detection of controlled substances can serve as a deterrent to the presence of controlled substances within the school

LET IT BE RESOLVED that the Moorhead High School Student Council endorses the use of canines trained in the detection of controlled substances to promote a positive environment for learning and a safer environment of living.

Passed unanimously.

Signed: Kara Anderson

1995-96 Student Council President

MEMO #: I-96-264

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *BJ*

SUBJECT: Multimedia Technology Utilization Presentation

DATE: March 15, 1996

Sharon Nelson, Probstfield School, will review multimedia technology utilization in her second grade classroom with the Board. Sharon utilizes word processing, spreadsheets, problem solving software, laserdiscs, CD-ROMs, and teacher-made databases (including HyperCard stacks).

Attached is an article written by Sharon which appeared in the UPDATE (Eisenhower National Clearinghouse for Mathematics and Science Education).

RMJ/mdm
Attachment

Success Stories

Sharon Nelson, a second grade teacher from Moorhead, Minnesota, used productivity software en route to becoming an experienced technology user. Now she integrates computer technology extensively in her classroom. She describes for Update readers the success she has had working with challenging students and the role she believes teachers must play as they include technology in their classes.

Humanizing and Integrating Technology Benefits All Learners

Ly Sharon A. Nelson, Elementary Teacher
Probstfield Elementary School
Moorhead, Minnesota

As a second grade teacher, I believe that students entering the 21st century must be technologically literate and capable of appropriately applying information science for the good of society. Therefore, students graduating with a degree in education must be computer literate and capable of humanizing and implementing technology within the classroom. I base my belief on my own success in integrating technology into my classroom and enriching the education of my second grade students.

Technology transformed me from a computer novice to an author, an artist, a presenter, a grant writer, and a statistician. I found success in areas I thought I lacked talent, and if I could achieve success, then so could my students! Students in my second grade classroom have access not only to drawing programs and electronic information sources, but also to word processing, spreadsheet, and problem solving software; laserdiscs; storybook CD-ROMs; teacher-made databases (including HyperCard stacks); and a variety of presentation methods.

Over the years I have had students with a variety of learning abilities, but regardless of ability, they have benefited significantly from the integration of technology into the curriculum. They become active, self-directed learners who are able to budget their time and organize their thoughts. I have seen students' motivation and self-esteem soar as they improve their ability to solve problems and they sharpen their critical thinking skills.

Chris, a high academic performer was paired with Dan, a low academic performer. Together, Chris and Dan worked for up to 45 minutes while they collected, organized, and reported information about their peers using a HyperCard database. They discussed and used appropriate problem-solving and organizing techniques necessary to successfully complete their project. The technology enabled Chris and Dan to share the computer, and they learned and demonstrated a mature tolerance and understanding of one another.

Alex was tested as learning disabled. He didn't like to read, and organizing ideas and writing complete sentences seemed impossible for him. He was easily distracted, and he distracted others, but he was capable of quickly doing long division in his head and was proficient at verbalizing his thoughts. Because Alex was able to hyperfocus when working on the computer, two months after observing a classroom spreadsheet demonstration, he was able to enter collected data and display a graph using this application. The following year Alex became the teacher—he tutored classmates on correct procedures to use with the spreadsheet software.

I discovered that students are quickly able to apply and integrate their newly-found technology skills with their academic skills. Students learn and gain through increased opportunities to explore; they receive enrichment and remedial instruction that is motivating, challenging, and

stimulating to all learning modalities. Surprisingly, the amount of time students take to internalize directions and observe demonstrations of hardware and software is minimal.

In order to get started using technology in the classroom, teachers need preservice training and inservice time, incentive money, and mentoring programs. Support from my school district administrators and fellow teachers for my technology innovations has been phenomenal. The district superintendent awarded incentive grant money to make further improvements, and my building principal encouraged the use of technology by rewiring my class mini-lab and ordering appropriate furniture.

Regardless of the applications students use or the support of school administration, technology benefits would not be maximized were it not for the human element provided by the teacher. The trained educator sets the pace and limits; assesses understanding, evaluates performance, and organizes the integration of media and tools to best meet the needs of each student. The teacher supervises the environment, describes the cooperative projects and social expectations, and models the responsible use of technology. Thus, the teacher is the content resource expert and technology expert whose role becomes facilitator as students draw personal and meaningful learning from a "humanized" technology.

For more information about my work with elementary students, contact me:

Sharon Nelson
Probstfield Elementary School
2410 14th St., South
Moorhead, MN 56560
Phone: (218) 299-6251 ♦

MEMO #: I-96-265

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *BJ*

SUBJECT: Update on Goals 2000 Restructuring Grant

DATE: March 15, 1996

Mike Siggerud, Senior High Assistant Principal, will briefly update the Board regarding the expenditure of funds and progress made to improve instructional practices through utilization of Goals 2000 that the school district has received.

RMJ/mdm

MEMO #: B96.261

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER



DATE: MARCH 4, 1996

SUBJECT: 1995-1997 LEASE FOR SPORTS CENTER

CITY and SCHOOL agree to the following Rental Payment Schedule and rates therein for the 1995-1997 School Year during the term of this Agreement.

	1992-94	1995-97	1992-94 RATES	1995-97 RATES	1992-94 TOTAL	1995-97 TOTAL
PE Dry Floor	1,510	300	\$ 10.15	\$ 10.81	\$15,372	\$ 3,243
PE Ice Use	260	175	\$ 12.84	\$ 13.64	\$ 3,338	\$ 2,387
B/Hockey Practice	0	160	\$ 54.17	\$ 57.47	\$ 8,667	\$ 9,195
A & B Games	0	10	\$500.00	\$530.00	\$ 5,000	\$ 5,300
A Games Only	2	1	\$350.00	\$370.00	\$ 700	\$ 370
Ath. Dry Floor	0	120	\$ 0	\$ 10.80	\$ 0	\$ 1,296
G. Hockey Practice	0	85	\$ 0	\$ 57.47	\$ 0	\$ 4,885
A Games Only	0	10	\$ 0	\$370.00	\$ 0	\$ 3,700
TOTAL					\$33,077	\$30,376

Suggested Resolution: Move to approve the 1995-1997 Sports Center Lease for \$30,376.

AGREEMENT FOR USE OF
CITY OF MOORHEAD FACILITIES & ISD #152 FACILITIES
FOR THE SCHOOL YEAR 1995-1997

THIS AGREEMENT made and entered into this 20th day of February, 1996, by and between the CITY OF MOORHEAD, a municipal corporation and political subdivision of the State of Minnesota, hereinafter referred to as "CITY," and Independent School District No. 152, a municipal corporation, hereinafter referred to as "SCHOOL"; and

WITNESSETH:

WHEREAS, the CITY OF MOORHEAD has constructed and operated several facilities within its Parks and Recreation System made available for a multitude of active and passive recreation and education activities; and

WHEREAS, the SCHOOL operates among other education programs and activities, a physical education program, extra curricular activities program, picnics, junior varsity and varsity events, and athletic programs; and

WHEREAS, the following facilities shall be open and shared available for the use of SCHOOL activities including the following:

Gooseberry Mound Park	Daley Park
MB Johnson Park	5-9 Park
Memorial Park	Hansmann Park
Woodlawn Park	Horn Park
Centennial Park	Knapp Park
Community Center	Lamb Park
Matson Memorial Field	Morningside Park
Moorview Soccer Complex	Northeast Park
Moorhead Sports Center	Holmstead Park
Moorhead Municipal Pool	Ridgewood Park
Village Green Golf Course	River Oaks Park
Alm Park	Riverview Estates Park
Angela's Park	Romkey Park
Arrowhead Park	South Park
Belsly Park	Townsite Park
Buland Park	Village Green Park
Country Club Park (Volk)	Viking Ship Park

which are available for the use of SCHOOL; and

WHEREAS, SCHOOL operates educational facilities which will be made available to the CITY at:

George Washington School
Robert Asp School
Moorhead Junior High School
Probstfield School

Riverside School
Senior High School
Thomas Edison School

WHEREAS, the SCHOOL may from time to time find it necessary to charge fees to the CITY to cover the operational costs of its facilities when the SCHOOL is not operating or does not have the facility open at that time; and

WHEREAS, the CITY and the SCHOOL each shall have secondary rights of refusal for the mutual use of the programs after the respective owner of each have scheduled their activities and curriculum, with the exception of those civic organizations currently using the facilities; and

WHEREAS, the CITY and the SCHOOL do mutually promote and provide recreation and education activities and events through its Park and Recreation programs, Community Education programs, and other types of publications and shall cooperate and coordinate its resources and share in the responsibilities of setting forth priorities and activities for the use of the facilities and sharing of the human, physical and financial resources to promote the optimum number of recreation and continuing education activities for community residents; and

WHEREAS, the CITY and the SCHOOL acknowledge in consideration of this Agreement certain further and additional agreements and activities and understandings may be reached from time to time by CITY and SCHOOL for use of lands and properties and the maintenance of the same.

NOW, THEREFORE, it is hereby agreed by and between CITY and SCHOOL as follows:

1. The CITY does hereby agree to lease to the SCHOOL, and the SCHOOL does hereby agree to take from CITY the Moorhead Sports Center building to conduct a portion of the SCHOOL's physical education, extra curricular activities, and athletic programs during the school year subject to the agreements and mutual understandings by and between the CITY and the SCHOOL.

2. The parties agree that the SCHOOL will have the use of the Sports Center building (this reference is to only one sheet of ice or dry floor unless mutually acceptable to both parties, except the spaces which they have constructed and/or are maintaining) for its physical education programs, extra curricular activities, and athletic programs during the period from August 15 of each year until June 15 of the following year to coincide with the school year, and may use the facilities for up to 177 days each such school year from 8:00 a.m. to 6:00 p.m., plus such additional hours of operation as shall be necessary to conduct the SCHOOL's extra curricular

activities, hockey programs, and other athletic programs. In order to allow the CITY to schedule other activities in the Sports Center, SCHOOL will provide the CITY no later than August 1 of each year during the term of this Agreement, a SCHOOL calendar showing the projected days when SCHOOL classes will be in session and the exact days the SCHOOL will be using the facilities.

3. In accordance with Exhibit "B," SCHOOL agrees to pay to CITY during the School Year of 1995 through 1997 a total sum of \$30,376.00. The SCHOOL will receive credit for days not used during any School Year. If physical education classes are cancelled due to weather or any other emergency, classes may be rescheduled to take place at a mutually agreeable time without additional expense of the SCHOOL. The ice hours and dry floor hours may vary, based upon established schedule by SCHOOL and CITY.

4. It is expressly agreed and understood by the parties that this Agreement covers only the use of the Sports Center building for physical education, extra curricular activities, and varsity athletic programs. All other activities for which the SCHOOL may desire to use the Sports Center building shall be arranged and negotiated in separate agreements between the CITY and SCHOOL.

5. The CITY shall be responsible for certain designated areas of upkeep and maintenance of the Sports Center building during the term of this Agreement; however, the SCHOOL agrees that it will provide individuals to fully supervise physical education, extra curricular activities, and varsity and junior varsity athletic programs within the Sports Center building while the building is being used as a part of this Agreement. The SCHOOL also agrees it will provide custodial services and supplies for maintaining the Outreach Center rooms #180 through #195, the weight room #210, offices #211, #212 and #213, the varsity team room used by the Moorhead Spuds, the activities room #232, health room #205, concession room #172, storage rooms #175, and men's and women's restrooms #174. Also, it shall provide and maintain the elevator listed in Alternate 2 near room #230. The CITY shall exclusively maintain and provide materials and supplies for upkeep, safety, and cleanliness throughout the remainder of the building. (Exhibit C, C-1, C-2, C-3 and C-4).

6. The SCHOOL agrees to provide liability insurance to protect and indemnify the CITY from any and all claims for injuries or damages occurred or incurred by virtue of the SCHOOL's use of the Sports Center building under this Agreement, but in any event, shall provide for personal injury liability of not less than \$600,000.00 per occurrence; the CITY agrees to provide reasonable safe premises and to maintain the premises in a reasonably safe condition. Nothing in this lease shall be deemed to limit or abrogate this duty of the CITY.

7. The CITY and the SCHOOL will meet annually, no later than May 31 to determine the need for replacement and addition of ice skates. One organization will place the order and the CITY and SCHOOL will share equally in the costs.

8. CITY and SCHOOL agree that when there is not a programming conflict, and when there is either ice or dry floor on both floors, the SCHOOL will be allowed to utilize the tract around both floors with no monetary consideration.

9. The SCHOOL acknowledges that the CITY will be entering into agreements similar to this Agreement with other organizations within the CITY OF MOORHEAD for the use of the Sports Center building, and specifically recognizes that its request for use of the Sports Center building over and above the days and times contemplated in this lease agreement will be subject to the availability of the Sports Center building.

10. CITY and SCHOOL recognize that individuals and organizations supporting Moorhead High School sports have installed and furnished a weight training room on the mezzanine level of the Sports Center building. The CITY will be working to install equipment in the Fitness Room. It is recognized that the equipment maintenance and responsibility for the weight room will be with the SCHOOL, and the equipment and responsibility of the Fitness Center will be with the CITY. SCHOOL and CITY will continue to work toward the development of a weight and fitness program for the community.

11. This Agreement shall be binding upon and insure to the benefit of the successors and assigns of the parties hereto and, before it becomes effective, will be submitted to the respective governing bodies of the parties for approval by resolution, certified copies of which resolutions shall be attached to the executed copy of the Agreement.

12. The parties intend that this Agreement be an ongoing, self-renewing Agreement; however, the parties agree that annual reviews of the experiences of each party under this Agreement will take place no later than May 31 of each year; any amendments, additions or deletions to this Agreement, including the rate to be charged for the use of the facility, will be incorporated into this Agreement as an addendum; if either party determines to cancel this Agreement, notice must be given prior to June 1 of the year in which cancellation is intended to take place.

IN WITNESS WHEREOF, the parties have hereunto set their hands as of the day and year first above written.

CITY OF MOORHEAD

BY: Morris L. Lanning
Morris L. Lanning, Mayor

ATTEST: James W. Antonen
James W. Antonen, City Manager

INDEPENDENT SCHOOL DISTRICT NO. 152

BY: _____
Chair

ATTEST: _____
Clerk

EXHIBIT "A"

ADDITIONAL AGREEMENTS AND MUTUAL UNDERSTANDINGS

CITY and SCHOOL agree to the following use by CITY of SCHOOL lands and properties and maintenance of same:

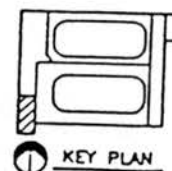
- I. The CITY will continue to use the site on the East end of Moorhead Junior High's campus for a neighborhood park as depicted in Attachment I.
- II. The CITY will continue to use the swimming pool at a rental cost of \$150 or the required permit, whichever is higher.

EXHIBIT "B"

SPORTS CENTER LEASE

CITY and SCHOOL agree to the following Rental Payment Schedule and rates therein for the 1995-1997 School Year during the term of this Agreement:

	1995-1996	1996-1997	RATES	TOTAL
PE Dry Floor	300	300	\$10.81	\$3,243
PE Ice Use	175	175	\$13.64	\$2,387
B/Hockey Practice	160	160	\$57.47	\$9,195
A & B Games	10	10	\$530.00	\$5,300
A Games Only	1	1	\$370.00	\$370
Ath. Dry Floor	120	120	\$10.80	\$1,296
G. Hockey Practice	85	85	\$57.47	\$4,885
A Games Only	10	10	\$370.00	\$3,700
TOTAL				\$30,376



ALTERNATE NO. 1
LOWER LEVEL FLOOR PLAN - SOUTHWEST
SCALE: 1/8" = 1'-0"

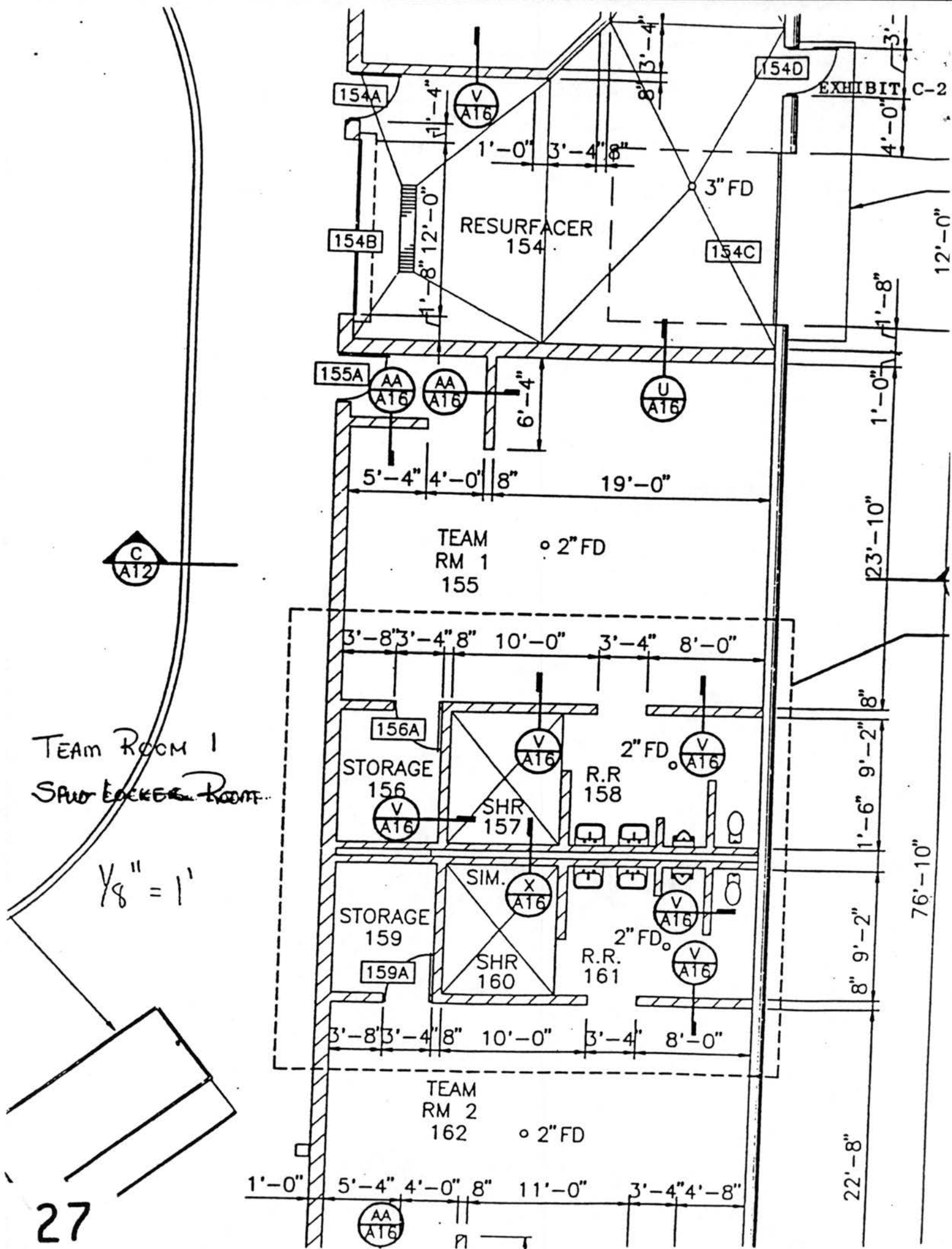
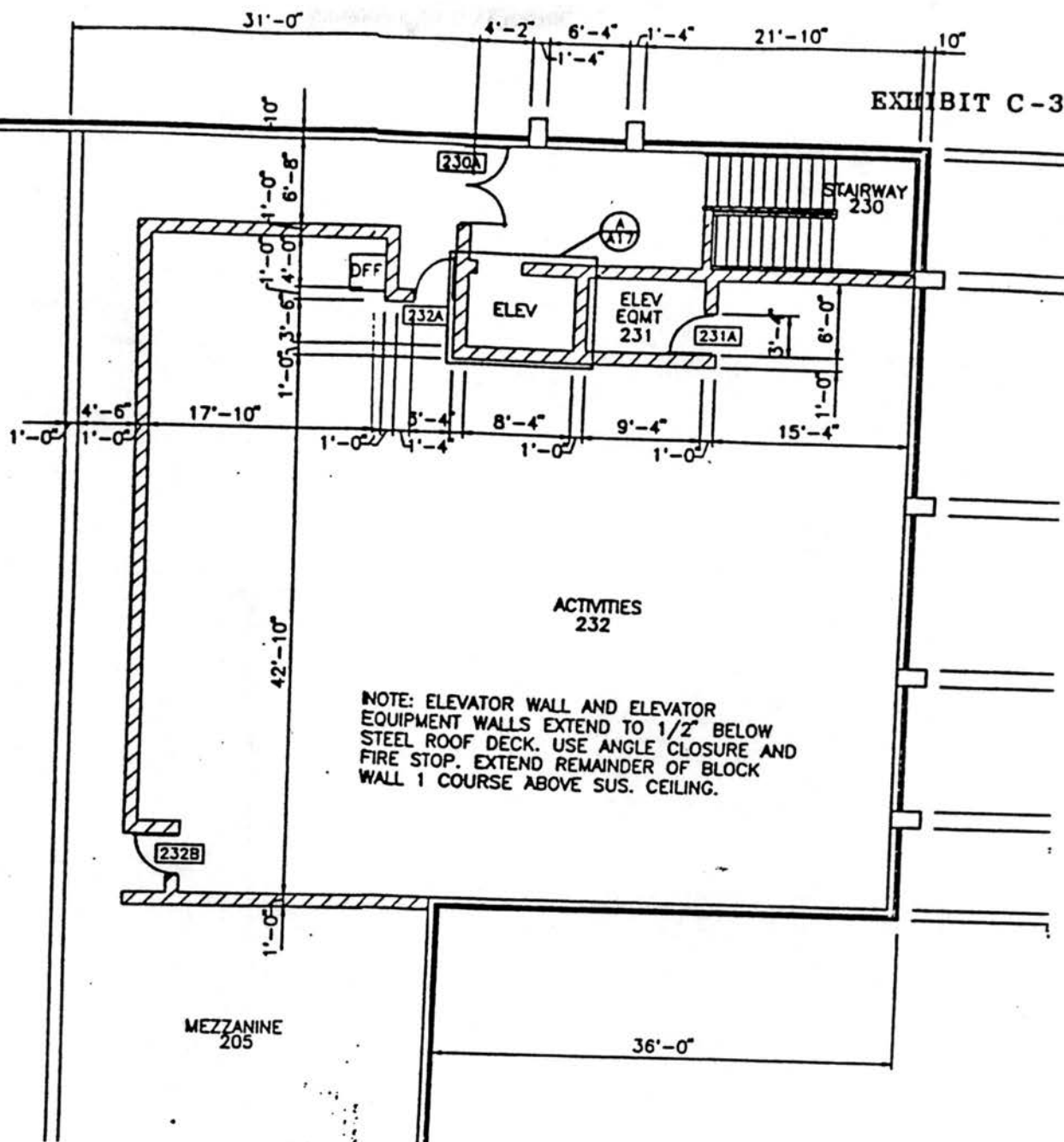


EXHIBIT C-3

WRESTLING
Room



ALTERNATE NO. 2
UPPER LEVEL FLOOR PLAN - NORTHEAST

SCALE: 1/8" = 1'-0"

5-M9-805
MIN
4-8-96

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 8, 1996
PAGE 1

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

MEMBERS ABSENT: None

CALL TO ORDER: Chairman Gustafson called the meeting to order at 7:00 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 7-0.

"WE ARE PROUD"

*** Congratulations were expressed to the Moorhead Junior High math team for placing first in the Tri-college math competition. Team members include: Yuan Hou, Wendy Johnson, Erik Thompson, John Amble, Becky Gustafson, Sarah Wangberg, Robert Bekkerus, and David Wan. Wendy Johnson placed first in the individual competition, and Yuan Hou and Sarah Wangberg placed in the top ten for individual competition. The team of John Amble, Robert Bekkerus, Becky Gustafson, and Sarah Wangberg also place fourth in the state competition. Coaches are Ken Welken and Sue Wilken.

*** Congratulations were expressed to the following high school students for receiving certificates of membership to the Minnesota Music Educators Association:

All-State Men's Choir
Charles Antonen
Christopher Lien

All-State Women's Choir
Kathryn Bennett
Maren Matthews

All-State Orchestra
Anna Goodin

CONSENT AGENDA: Cummings moved, seconded by Ladwig, to approve the following items on the Consent Agenda:

Gifts - Accept the gift of \$500 from the Moorhead VFW Post #1223 to the Senior High Musical account.

Accept the gift of \$700 from the Washington PTAC to purchase CD-Roms for Washington School.

Grant - Accept the federal Part H Technology and Training grant, in the amount of \$11,703.00, for use by the Clay County Interagency Early Intervention program.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 8, 1996
PAGE 2

Senior High Change Order #1 - Approve change order #1 at Moorhead Senior High for food service area renovations (increase amperage in circuit), in the amount of \$165.00.

Townsite Centre Lease Agreement - Approve the rental of Suite 206 at Townsite Centre to Ron Odden-Licensed Psychologist, in the annual amount of \$3,690.00.

Retirement

Mary Trowbridge - Music Teacher, Edison, effective May 31, 1996.

Family/Medical Leave

Diane Rix - Special Education Secretary, Townsite Centre, to begin approximately June 4 for six weeks.

Mary Houge - COTA Paraprofessional, Probstfield, to begin approximately July 29 for six weeks.

Jennifer Cable - Kindergarten Home School Title I Teacher, to begin approximately May 16, 1996 for the remainder of the 1995-96 school year.

Linda Rundquist - Secretary, Moorhead Junior High, to begin April 17, 1996 for four to six weeks.

Leave of Absence

Jeannette Vazulik - Elementary Teacher on leave, to extend her leave of absence for the 1996-97 school year.

Resignation

Jennifer Cable - Kindergarten Home School Title I Teacher, effective May 31, 1996.

Approval of Minutes - Approve the minutes of March 11 & 25, 1996 as presented.

Claims - Approve the April claims, subject to audit, in the amount of \$707,884.84.

General Fund:	311,734.59
Food Service:	95,709.41
Transportation:	156,022.05
Community Service:	20,693.93
Capital Expenditure:	122,277.36
Townsite Centre:	<u>1,447.50</u>
TOTAL	707,884.84

Motion carried 7-0.

COMMITTEE REPORTS: A report was given of the Joint Powers meeting held in April.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 8, 1996
PAGE 3

MEETING FORMAT CHANGE: Gustafson reviewed the upcoming change to meeting formats. There will be two types of meetings, one for discussion purposes only, and the other one for action items only. Gustafson foresees conducting an open, casual session for the discussion meetings, with a general statement and summary of the proceedings being reported in the minutes. The action meeting format will remain as currently conducted.

Board members requested that if a recommendation is ready for an item that is up for discussion purposes that the recommendation be presented at the time of discussion.

GRADUATION STANDARDS UPDATE: Mary Regelstad and Bob Jernberg presented an update regarding the Graduation Standards. Regelstad stated the purpose of the standards are to get kids more involved in school rather than simply putting in seat time to graduate. The requirements will begin for the 1996-97 9th graders.

Ladwig left the meeting at 8:30 p.m.

1996-97 SCHOOL CALENDAR: Superintendent Anderson presented the two options for the 1996-97 calendar. The difference between them would be additional vacation days incorporated into the school year for Option 1 with the last day of school slated for June 4. Option 2 would remove the additional days of vacation during the spring and have the last day of school May 30.

Hastad requested a preliminary 1997-98 calendar be developed and presented.

This item will be back for action at the April 22 meeting.

SUMMER PROGRAMS AND BUILDING UTILIZATION: Jernberg presented an overview of the summer school programs schedule and locations.

POLICIES - FIRST READING: Anderson reviewed the recommended changes to the Tobacco-Free Environment (JFCGA) policy. Concerns of enforcement were discussed and whether or not the policy is enforceable during activities. It was stated that if the policy is adopted it will be enforced.

Anderson reviewed the Search of Student Lockers, Desks, Personal Possessions and Student's Person (KJ) policy. This policy expounds on the Senior High Student Council resolution requesting the use of search procedures at the high school.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

The Board questioned the status of the Mighty Ducks grant. The grant application could not be completed in time and will probably be submitted next fall.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 8, 1996
PAGE 4

Gustafson recessed the meeting at 9:25 p.m.; the meeting reconvened at 9:35 p.m.

CLOSE PUBLIC MEETING: Cox moved, seconded by Cummings, to close the public meeting at 9:35 p.m., pursuant to M.S. 471.05, for the purpose of discussing negotiations strategies. Motion carried 7-0.

Ladwig returned to the meeting at 10:02 p.m.

REOPEN PUBLIC MEETING: Cox moved, seconded by Hewitt, to a reopen the public meeting at 10:29 p.m. Motion carried 7-0.

ADJOURNMENT: The meeting adjourned at 10:29 p.m.

James Hewitt, Clerk

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

APRIL 8, 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 the Moorhead Junior High math team for placing first in the Tri-college math competition. Team members include: Yuan Hou, Wendy Johnson, Erik Thompson, John Amble, Becky Gustafson, Sarah Wangberg, Robert Bekkerus, and David Wan. Wendy Johnson placed first in the individual competition, and Yuan Hou and Sarah Wangberg placed in the top ten for individual competition.

The team of John Amble, Robert Bekkerus, Becky Gustafson, and Sarah Wangberg also place fourth in the state competition.

Coaches are Ken Welken and Sue Wilken.

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All-State Men's Choir
Charles Antonen
Christopher Lien

All-State Women's Choir
Kathryn Bennett
Maren Matthews

All-State Orchestra
Anna Goodin

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.

A. INSTRUCTIONAL MATTERS - Jernberg

- (1) Acceptance of Gifts - Page 6
- (2) Acceptance of Grant - Pages 7-8

B. BUSINESS AFFAIRS - Lacher

- (1) Approve Senior High Change Order #1 - Page 9
- (2) Approve Townsite Centre Lease Agreement - Page 10

C. PERSONNEL MATTERS - Skinkle

- (1) Acceptance of Retirement - Page 11
- (2) Approval of Family/Medical Leave - Page 12
- (3) Approval of Leave of Absence - Page 13
- (4) Acceptance of Resignation - Page 14

D. ADMINISTRATIVE MATTERS - Anderson

- (1) Approval of March 11 & 25, 1996 Minutes
- Pages 15-21
- (2) Approval of April Claims

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

Moved by _____ Seconded by _____
Comments _____

3. COMMITTEE REPORTS

4. GRADUATION STANDARDS UPDATE - Jernberg
Pages 22-36

Update by Mary Regelstad and Bob Jernberg regarding the Graduation Standards.

5. 1996-97 SCHOOL CALENDAR - Anderson
Pages 37-39

Suggested Resolution: Move to approve the 1996-97 calendar as presented.

Moved by _____ Seconded by _____
Comments _____

6. SUMMER PROGRAMS AND BUILDING UTILIZATION - Jernberg
Pages 40-42

Overview of the schedule of summer school programs and locations.

7. POLICIES - FIRST READING - Anderson
Pages 43-48

Conduct the first reading of the Tobacco-Free Environment (JFCGA), and Search of Student Lockers, Desks, Personal Possessions and Student's Person (KJ) policies.

8. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

9. CLOSE PUBLIC MEETING - Gustafson

Suggested Resolution: Move to close the public meeting at _____ p.m., pursuant to M.S. 471.05, for the purpose of discussing negotiations strategies.

Moved by _____ Seconded by _____
Comments _____

10. REOPEN PUBLIC MEETING - Gustafson

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

Moved by _____ Seconded by _____
Comments _____

11. ADJOURNMENT

SCHOOL BOARD AGENDA - APRIL, 1996
PAGE 4

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Snow Make-up Day (K-12 classes held)	Mon., Apr. 8		
School Board	Mon., Apr. 8	7 p.m.	Townsite
LRP	Thurs., Apr. 11	3:45 p.m.	Townsite
Policy Review	Mon., Apr. 15	7 p.m.	Townsite
Ethical Decision- Making in the Workplace Workshop (for HS students)	Tues., Apr. 16	9 a.m.	Concordia
PER	Thurs., Apr. 18	7 a.m.	Townsite
Supt. Advisory Council	Thurs., Apr. 18	7 p.m.	Townsite
School Board	Mon., Apr. 22	7 p.m.	Townsite
Cabinet Mtg.	Tues., Apr. 23	3:45 p.m.	Townsite
Spring Play "Runaways"	Thurs., Apr. 25 - Sun., Apr. 28		Senior High
Learning Bank	Tues., Apr. 30	7:15 a.m.	Fargo
Joint Powers	Thurs., May 2	7 a.m.	Courthouse
Prom	Sat., May 4		Senior High
GXC Mtg.	Tues., May 7	3:45 p.m.	Townsite
MEA Banquet	Thurs., May 9	6 pm - recpt. 6:40 pm - dinner 7:30 pm - awards	Concordia- Knutson Center
LRP	Thurs., May 9	3:45 p.m.	Townsite
School Board	Mon., May 13	7 p.m.	Townsite
GED Graduation	Tues., May 14	7 p.m.	NWTC
PER	Thurs., May 16	7 a.m.	Townsite
Supt. Advisory Council	Thurs., May 16	7 p.m.	Townsite
Academic Awards	Sun., May 19	2:30 p.m.	Senior High
Honors Banquet	Sun., May 19	6 p.m.	Concordia

SCHOOL BOARD AGENDA - APRIL 8, 1996
PAGE 5

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Memorial Day	Mon., May 27		
Last Day for Students (storm make-up)	Fri., May 31		
Last Day for Staff	Mon., June 3		
Graduation	Sun., June 2		

MEMO #: I-96-266
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RJ*
SUBJECT: Acceptance of Gifts
DATE: April 2, 1996

The district has received the following gifts:

- 1) \$500 donation to the Senior High School Musical account from the VFW - Post 1223.
- 2) \$700 donation from the Washington PTAC to be used to purchase CD-Roms for students.

Suggested Resolution: Move to accept the gifts as presented.

RMJ/mdm

MEMO #: I-96-277

TO: Dr. Bruce Anderson

FROM: Robert Jernberg *RJ*

SUBJECT: Acceptance of Grant

DATE: April 2, 1996

The Clay County Interagency Early Intervention Committee of which Moorhead Independent School District #152 is the fiscal host, received notice that the Federal Part H Technology and Training application in the amount of \$11,703.00 was approved.

Suggested Resolution: Move to accept the Part H Technology and Training grant in the amount of \$11,703.00.

RJ:dr
Attachment

APPLICATION TECHNOLOGY AND TRAINING EXPENDITURES

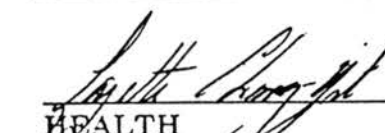
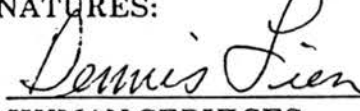
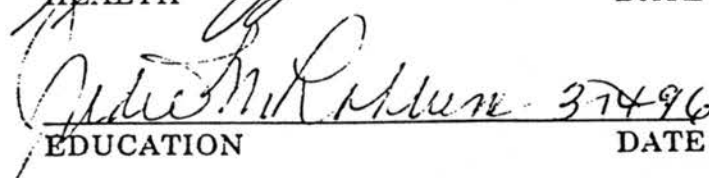
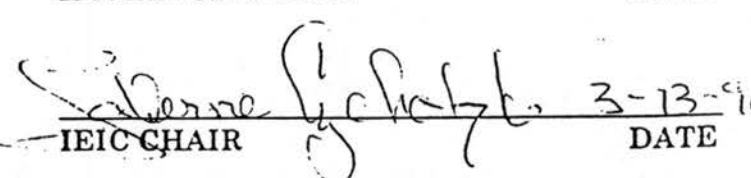
NAME OF IEIC(S) Clay County

Please provide a detailed description, including cost, of the equipment and software being purchased and indicate under the appropriate box the agency where the equipment will be used. If there are instances where equipment will be shared between or among agencies, designate a responsible agency and report under that agency. Each piece of equipment must be labeled as belonging to the Part H Program and purchased with Part H funds.

Attach copies of purchase order with the Technology and Training Expenditure Application.

TECHNOLOGY RESOURCES	LOCAL EDUCATION (Unit, @ \$)	PUBLIC HEALTH - (Unit, @ \$)	HUMAN SERVICES (Unit, @ \$)	TOTAL
(3) HARDWARE	Powerbook 190/66 4,767.00 Printer to Network 1 @ 550.00 Cable to County System 1 @ 80.00 Network cards to existing computers and ports 1 @ 1510.00	IBM Laptop DX4/100 \$1,789.00	14,400 modem @ 130.00 IBM Laptop DX4/100 Magitronic 1,789.00	
COST	Labor to install/cable 1 @ 1,318.00			
SOFTWARE - SPECIAL ED. AND/OR ADMINISTRATIVE	SoftWindows 1 @ 250.00			
COST	\$ 8,515.00	\$1,789.00	\$1,919.00	\$12,223.00
DESCRIPTION OF TRAINING	MDE Quicklink Training Inservice by Computerplace of Fergus Falls on Network of Printing and Use of SoftWindows			
COST	40.00			40.00
TOTAL	40.00			\$12,263.00

IEIC TEAM SIGNATURES:

 <u>HEALTH</u> DATE <u>3-14-96</u>	 <u>HUMAN SERVICES</u> DATE <u>3-14-96</u>	
 <u>EDUCATION</u> DATE <u>3-14-96</u>	 <u>IEIC CHAIR</u> DATE <u>3-13-96</u>	

PLEASE MAIL APPLICATIONS TO:

OFFICE OF SPECIAL EDUCATION
AIDS AND DATA UNIT
550 CEDAR STREET, ROOM 831
ST. PAUL, MN 55101

MAR 21 1996

MEMO#: B96.277

MEMO TO: DR. ANDERSON

FROM: R. LACHER *R. Lacher*

DATE: MARCH 20, 1996

SUBJECT: CHANGE ORDER #1 FOOD SERVICE RENOVATION SR. HIGH.

Change circuit amperage from 2-20 amp to 2-30 amp ADD \$165.00

SUGGESTED RESOLUTION: MOVE CHANGE ORDER #1 TO INCREASE
AMPERAGE IN CIRCUIT FOR \$165.

MAR 27 1996

MEMO #: B96.282

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER *R. Lacher*

DATE: MARCH 26, 1996

SUBJECT: TOWNSITE RENTAL - RON ODDEN LICENSED PSYCHOLOGIST

SUITE	SQ. FT.	RATE	ANNUAL RENT	MONTHLY RENT
206	369	\$10.00	\$3,690.00	\$307.50

Suggested Resolution: Move to approve the rental of the above Suite to Ron Odden Licensed Psychologist for \$3,690.00 per year.

MEMORANDUM P 96.026

TO: Dr. Bruce Anderson
FROM: Dr. John Skinkle *JDS*
DATE: April 2, 1996
SUBJECT: Retirement of District Employee.


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

Mary Trowbridge - Music Teacher, Edison Elementary, effective May 31, 1996.

Suggested Resolution: Move to accept the retirement as presented.

JDS:sdh

MEMORANDUM P 96.025

TO: Dr. Bruce Anderson
FROM: Dr. John Skinkle 
DATE: April 2, 1996
SUBJECT: Family/Medical Leave

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

Diane Rix - Special Education Secretary, Townsite Centre, to begin approximately June 4 for six weeks.

Mary Houge - COTA Paraprofessional, Probstfield Elementary, to begin approximately July 29 for six weeks.

Jennifer Cable - Kindergarten Home School Title I Teacher, to begin approximately May 16, 1996 for the remainder of the 1995-96 school year.

Linda Rundquist - Secretary Junior High School, to begin April 17, 1996 for four to six weeks.

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

JDS:sdh

MEMORANDUM

P 96.027

TO: Dr. Bruce Anderson

FROM: Dr. John Skinkle 

DATE: April 2, 1996

SUBJECT: Leave of absence

The administration requests approval of the leave of absence for the following person:

Jeannette Vazulik - Elementary Teacher on leave, to extend her leave of absence for the 1996-97 school year.

SUGGESTED RESOLUTION: Move to approve the leave of absence as presented.

JDS:sdh

MEMORANDUM P 96.028

TO: Dr. Bruce Anderson
FROM: Dr. John Skinkle *JDS*
DATE: April 2, 1996
SUBJECT: Resignation of District Employees

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

Jennifer Cable - Kindergarten Home School Title I Teacher,
effective May 31, 1996.

Suggested Resolution: Move to accept the resignation as presented.

JDS:sdh

MEMO #: I-96-287
TO: Dr. Bruce Anderson
FROM: Bob Jernberg *BJ*
SUBJECT: Graduation Standards
DATE: April 3, 1996

Bob Jernberg and Mary Regelstad will update the Board regarding the Minnesota Graduation Standards and will review the following items which are attached:

- 1) Minnesota Statute 121.11 Subdivision 7c.
- 2) Timeline for Minnesota's Graduation Standards
- 3) Minnesota Basic Standards Writing Test Proposed Specifications
- 4) Minnesota High Standards: Profile of Learning with one sample standard
- 5) Minnesota High Standards: Phase-In Process
- 6) Minnesota Standards of Distinction and Pathways to Distinguished Performance

RMJ/mdm
Attachments

121.11 STATE BOARD.

Subd. 7c. Results-oriented graduation rule. (a) The legislature is committed to establishing a rigorous, results-oriented graduation rule for Minnesota's public school students. To that end, the state board shall use its rulemaking authority under subdivision 7b to adopt a statewide, results-oriented graduation rule to be implemented starting with students beginning ninth grade in the 1996-1997 school year. The board shall not prescribe in rule or otherwise the delivery system, form of instruction, or a single statewide form of assessment that local sites must use to meet the requirements contained in this rule.

(b) Assessments used to measure knowledge required by all students for graduation must be developed according to the most current version of professional standards for educational testing.

(c) The content of the graduation rule must differentiate between minimum competencies and rigorous standards. When fully implemented, the requirements for high school graduation in Minnesota, including both basic requirements and the required profile of learning, shall include a broad range of academic experience and accomplishment necessary to achieve the goal of preparing students to function effectively as purposeful thinkers, effective communicators, self-directed learners, productive group participants, and responsible citizens.

(d) The state board shall periodically review and report on the assessment process and student achievement with the expectation of raising the standards and expanding high school graduation requirements.

(e) The state board shall report to the legislature annually by January 15 on its progress in developing and implementing the graduation requirements until such time as all the graduation requirements are implemented.



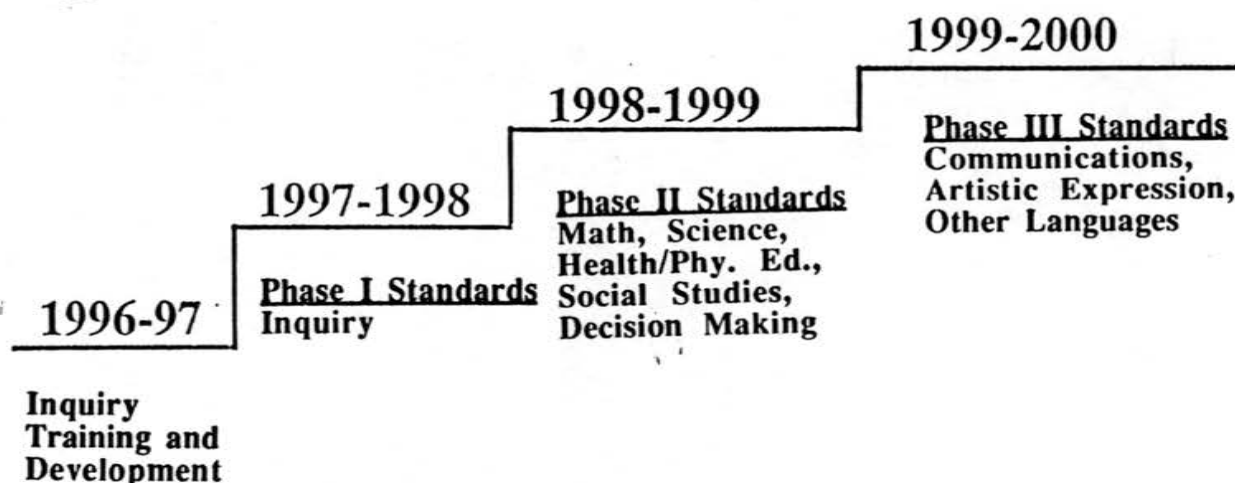
Timeline for Minnesota's Graduation Standards

Basic Standards

<u>Phase</u>	<u>Schools will require</u>	<u>Graduation Requirement for:</u>
I. Reading Math	1996-97 and after 1996-97 and after	9th graders in Fall, 1996 9th graders in Fall, 1996
II. Writing	1997-98 and after	9th graders in Fall, 1997

High Standards: Profile of Learning

Schools should require students to complete work in the Learning Areas of the Profile beginning with the following years:



MINNESOTA BASIC STANDARDS WRITING TEST

PROPOSED SPECIFICATIONS

BASIC WRITING SKILLS

Writing is a necessary skill for today's graduates. According to research conducted by the National Assessment of Educational Progress (NAEP), the United States Department of Labor, and the business community writing competency is fundamental to the success of graduates in both the workplace and the community.

Students with basic skills in writing can compose a piece of written communication with a clear purpose. They can supply details which support, clarify, and/or elaborate on the intended purpose, present information in an organized fashion, and use correct mechanics.

The Basic Standards Test in writing will assess fundamental characteristics of composition that influence effective delivery of the writer's message. Writers must demonstrate reasonable control of the following at a basic level:

- Purpose
- Coherence
- Supporting Details
- Organization
- Conventions

Purpose is the reason for the written communication. While the writer must focus the writing to accomplish the intended purpose, neither a "topic statement" nor any particular format of presentation will be required for this assessment. However, communication must be clear. The writer may be asked to tell what happened, give a reason for an occurrence, or make a request. This may take the form of a report, a summary, or a description.

Coherence results from effective use of organization and detail.

Supporting Details must be sufficient in number and logically connected to the purpose. The reasons, examples, or illustrations the writer selects must make the purpose clear.

Organization is the strategy used to accomplish the purpose. The writer should choose an appropriate organizational strategy (chronological, cause and effect, comparison/contrast).

Conventions are the features of language which cause the written communication to be acceptable and effective in standard discourse. The writer should apply the basic rules of sentence formation (no run-on sentences, no fragments), usage (verb tense, subject-verb-object agreement), and mechanics (spelling, capitalization, punctuation). The writer must demonstrate reasonable control of these features throughout the piece so that understanding is not impaired.

SPECIFICATIONS FOR PROMPTS

Writers will be asked to clearly explain an idea using facts, details and/or examples. Students will compose two short pieces. They will be allowed thirty minutes to respond to each prompt. Prompts will:

- require no prior knowledge
- be accessible for all students.
- accommodate a variety of writing strategies.
- specify an adult audience.
- elicit an expository response

SAMPLE PROMPT

The following is an example of a possible expository prompt:

"Describe one thing you would like to accomplish in the next five years and explain why."

RUBRIC SPECIFICATIONS

The following is a preliminary draft of characteristics of basic expository writing based on extensive research from the 1992 Writing Framework developed by NAEP. Rubrics for scoring will be developed by comparing these characteristics with actual student responses. Responses should:

- state or imply a clear central idea
- maintain a consistent focus
- respond appropriately to the prompt
- demonstrate appropriate organization
- use supporting details
- use standard English
- control mechanics to support meaning (errors may not interfere with communication)

Prompts will be released each year in a Writing Handbook developed for distribution to schools throughout the state. The handbook will include definitions of the compositional characteristics that are evaluated, the scoring rubric, and annotated sample papers showing a variety of passing and failing responses.

SPECIFICATIONS FOR TEST ADMINISTRATION

Test administrators will receive a scripted administration manual to standardize administration for all test takers. Test administrators will not be allowed to go beyond the script to explain the task to students.

Paper will be provided for students to use in order to plan and pre-write. They will be informed of the time remaining at regular intervals throughout testing.

Students who do not meet the writing standard at the first administration will be given additional opportunities in subsequent years.

SPECIFICATIONS FOR READER TRAINING

Readers who score the Basic Standards writing responses will be trained using training papers that are pre-scored by a range-finding group. The group will consist of writing committee members and the scoring contractor's staff. Readers will practice scoring at least 50 pre-scored papers. To qualify as scorers they must apply the scoring criteria correctly with at least 80% exact agreement with the true scores.

SPECIFICATIONS FOR SCORING

The entire response must be in the response booklet. Only writing that appears in the booklet will be scored. Any extra sheets used for planning and prewriting will be discarded at the end of the testing period by the test administrator.

Scoring will accommodate a variety of writing strategies.

Each student's response will be scored independently by two readers. Each reader will assign either a rating of pass or fail according to the scoring criteria. Papers with scores that are discrepant will be read by a third reader. All papers will be returned to schools.

An appeals process will be in place for high school seniors who take the test and do not pass. The scoring contractor must agree to re-score the appealed responses and to provide written rationale to explain the results of the re-scoring.

Implementation Timeline

Creation and Review of Specifications: March/April 1996

The following proposed specifications have been drafted with a committee of teachers representing the Best Practice Network, writing specialists, and national writing experts. These specifications will continue to be discussed with educators and parents around the state during March and April.

Prompt Review: April 17, 1996

15 prompts will be developed by DRC for review by committee.

The Writing Committee will include education representatives from:

- Greater Minnesota
- School Administrator
- Best Practices Network
- Limited English Proficient
- Inner City
- Urban Metro
- Communities of Color

Field Test Grade 9: May 13-26, 1996

Each prompt will be field tested by 250 students across Minnesota.

Groups will be selected for field testing based on demographic information. The total sample must be representative of the entire state of Minnesota.

Scoring

The writing committee will meet again to finalize scoring rubrics based on sample papers. The committee will create a detailed description of the characteristics of passing papers.

All remaining field test papers will be scored during the month of June.

Bias Review - August 1996

A formal bias review committee will examine the prompts with the data from the demographic analysis and the final score reports. Viable writing prompts for the State Test will be selected based on this information.

Rule Making - September 1996

The formal rule making process will begin to establish a graduation requirement for a basic standard in writing.



High Standards:

Profile of Learning

Each area of learning contains high standards that define expectations for teachers and students.

1. Read, view and listen to complex information in the English language
2. Write and speak effectively in the English language
3. Use and interpret the arts
4. Solve problems by applying mathematics
5. Conduct research and communicate findings
6. Understand and apply scientific concepts
7. Understand interactions between people and cultures
8. Use information to make decisions
9. Manage resources for a household, community or government
10. Communicate in another language



Conduct research and communicate findings

Social Science Processes

Investigate historical artifacts, documents, events or concepts using social science processes.

What students should know:

1. Know primary research techniques
 - a. surveys
 - b. structured and unstructured interviews
 - c. observations
 - d. questionnaires
2. Know how to access sources in multiple ways

What students should do:

1. Formulate a question about a historical event, issue or interpretation of a concept
2. Create a plan for collecting and interpreting data
3. Evaluate research problem for feasibility (e.g., availability and access to data)
4. Gather information through observation, interviews, surveys or experiments
5. Gather background information based on survey of related literature from a variety of sources:
 - a. identify key issues
 - b. identify relevant historical and contextual background (e.g., time period, geographic location)
6. Discuss research findings:
 - a. describe issues
 - b. describe the findings from survey of literature
 - c. present primary data
 - d. identify bias and context of data or findings
 - e. examine how the time period and location of data source affect the data
 - f. examine limitations of the investigation, research process or findings
 - g. formulate possibilities for further research

Students may be asked to . . .

- **Write a report about how the history of an address in a town in Minnesota relates to the history of the city, state, nation and world**

Inquiry 4.1
Category C: Data Gathering

PHASE IN PROCESS

Phase I: Learning Areas 5,7

Category A:

Math Research
History of Science
Research Process
History through Culture
History of the Arts
Cultures across Time
Themes of U.S. History
Recorders of History
Issue Analysis

Category B:

Scientific Investigation
Scientific Method

Category C:

Social Science Processes
Research and Create a
 Business Plan
Market Research
Case Study
Product Development

Phase II: Learning Areas 4,6,7,8,9

Category A:

Algebraic Patterns
Patterns and Discreet
 Functions

Category B:

Shape and Space
Technical Applications
Chance and Data
 Handling
Measurement

Categories C-D:

Biological Concepts
Chemical Concepts
Earth and Space Systems
Laws of Physics
Environmental Systems
Technical Systems

Category E:

Physical Fitness

Category F:

Individual/Community
 Health
Emergency Health Care
Nutrition

Category G:

Economic Systems
Natural/Managed
 Systems
Personal Financial
 Management
Business Management
Financial Systems
Family Resources
Career Investigation
Occupational Experience

Category H:

U.S. Citizenship

Category I:

Human Geography
Multiple Perspectives
Institutions/Traditions
 in Society
Community Service

Phase III: Learning Areas

1,2,3,10

Category A:

Scientific Reading
Reading Complex
 Information
Interpreting Perspectives
Technical Reading

Category B:

Academic Writing
Technical Writing

Category C:

Public Speaking
Parliamentary Procedure
Business Presentation
Interpersonal
 Communication

Category D:

Artistic Performance
Creative Technology
Artistic Creation

Category E:

Artistic Interpretation

Category F (Optional):

Symbol System in Drafting
World Languages
World Languages in the
 Workplace
American Sign Language
American Sign Language
 in the Workplace

ADDITIONAL NOTE:

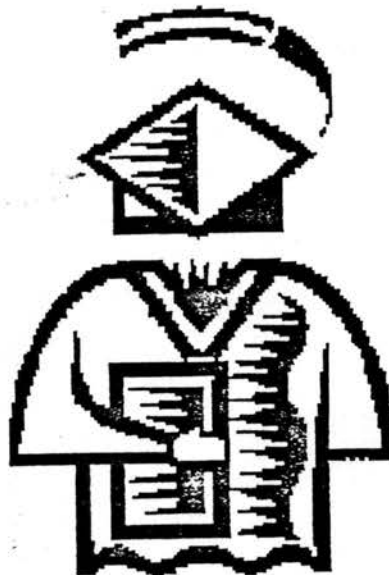
Each student's total high school record must include performance using:

- U.S. History
- Multicultural Perspectives
- Literature
- Art Form other than Literature
- Use of Technology

These may be fulfilled within any appropriate combination of standards above.

- DRAFT -

Minnesota's Graduation Standards



Standards of Distinction and Pathways to Distinguished Performance

Development Guidelines

**Minnesota Department of Children, Families and Learning
December 20, 1995**



Description

Standards of Distinction describe learning which is at "expert" or highly accomplished levels of performance. These content standards represent a level of rigor significantly beyond the standards of the Profile of Learning. Students will voluntarily choose to pursue one or more of these standards throughout all or part of their K-12 experience. Standards of Distinction will be developed through partnerships between educators and businesses or other organizations that have experience in real-world application.

Standards can originate from a variety of areas. They may be-

- Discipline-based (e.g., advanced mathematics, language and culture)
- Talent-based (e.g., leadership, communications, performing arts)
- Specialized within one or more disciplines or talent areas (e.g., business communications, advertising design)
- Integrated/interdisciplinary (e.g., invention, computer graphics)
- Career-based (e.g., architecture, journalism, construction trades)



Components

1. **Content Standard Format:** Whenever possible, each Standard of Distinction will be constructed in the same format as the Profile of Learning content standards. That is, each standard will have a title, summary statement, list of declarative and procedural knowledge, and specifications (if applicable). Each standard should, therefore, contain a clear and concise description of what the student should know and be able to do to qualify as "highly accomplished" in this area.

2. **High Expectations:** The Standard of Distinction should represent a level of rigor significantly beyond the content standards in the Profile of Learning. For each Standard of Distinction, the question to be answered is, "What does expert or highly accomplished performance look like in this area?"

It is expected that Standards of Distinction would be attained by few students, although all students would be encouraged to participate in learning experiences described in one or more of the Pathways to Distinguished Performance.

3. **External Validation:** The Standard of Distinction will correspond to external standards of excellence found in the workplace and other real-world situations. Therefore, it is critical that each Standard of Distinction be developed through partnerships between educators and for-profit businesses or other organizations that have experience in practical applications of complex knowledge and skills.
4. **Connection to the Profile of Learning:** Each Standard of Distinction will be connected to one or more elements and standards of the Profile of Learning. A description of this connection including any required content standards from the Profile of Learning will be described in the "Pathway to Distinguished Performance."
5. **Integration with Other Fields of Learning:** Each Standard of Distinction will contain a component which connects with other disciplines and fields in a way which encourages the student to broaden his/her perspective and to apply insights from the chosen endeavor to other areas of learning.

6. **Pathways to Distinguished Performance:** Each standard will be supported by one or more "pathways"--suggested developmental frameworks or sequences that describe the learning experiences and curriculum likely to be required of students in order to achieve the standard. Appropriate elements and standards from the Profile of Learning will be embedded in the developmental sequence leading to attainment of a Standard of Distinction. The pathway will state the specific content standards the student must meet as part of the requirements for a Standard of Distinction.

Each pathway will describe the conditions for success that generally characterize development of outstanding capabilities in that field of endeavor throughout a student's development from kindergarten through graduation. The pathway will provide explicit information to parents and students regarding the nature of work, practice and study typically required to attain excellence.

7. **Assessment:** Each Standard of Distinction will be accompanied by an assessment or performance package. A performance package is a combination of tasks that, taken together, indicate whether a student has learned the skills and knowledge specified in an entire content standard. Packages may contain traditional assessments such as paper and pencil tests. Every package must include at least one performance assessment--that is, an assignment that requires students to demonstrate their knowledge by applying what they've learned to simulated or real-life situations. The performance package may require that distinguished performance be verified by "experts" or persons with designated qualifications.
8. **Quality Control:** Questions such as "Who should be allowed to certify students as having achieved a standard?" and "What are the specific conditions under which credit is granted?" and other quality control issues should be addressed so that the integrity of Standards of Distinction is not compromised. The system for certifying a student's achievement of a standard should be "tight" so that the standard carries the same meaning whether it is awarded at Ely High School or Edina High School.
9. **Reporting of Student Achievement:** Upon successful completion of the assessment package, attainment of a Standard of Distinction will be noted on the student's transcript. Students who do not successfully complete the assessment package, but have accomplished important tasks described in the standard's pathway may report those achievements under the "Student Accomplishments" portion of the transcript.



Other Information

1. Important Dates

By January 22, 1996; each of the three participating organizations should send a brief outline of how its group will work with its business partner(s) and others to achieve the goal. At its next meeting in late January, the Challenge Task Force will review the responses from the three invited organizations and the first drafts of their strategic work plans.

By May 30, 1996; each of the three organizations should submit a Standard of Distinction packet with the following items:

- Standard of Distinction (content standard)
- Pathway(s) for Distinguished Performance (K-12 developmental frameworks or sequences which lead to the Standard of Distinction)
- Performance package (assessments)
- Development process summary which-
 - outlines the strategies used to create the Standard of Distinction packet, and
 - describes how components #2, 3, 5, 8 of the *Standards of Distinction Development Guidelines* have been addressed.

2. Contacts

Beth Aune, Office of Graduation Standards, will be the liaison between the Minnesota Department of Children, Families and Learning and the participating organizations.

Telephone: 612-296-4072

FAX: 612-282-6779

E-mail: beth.aune@state.mn.us

Mail correspondence to the Challenge Task Force at this address:
Challenge Task Force, Attention: Beth Aune
Minnesota Department of Children, Families and Learning
731 Capitol Square Building, 550 Cedar St., St. Paul, MN 55101

3. Financial Resources

The Minnesota Department of Children, Families and Learning will help organizations pay the costs incurred with developing the first phase of Standards of Distinction. Contact Jerry Von Korff, Chair of the Graduation Standards Challenge Task Force (Phone: 612-251-6700) or Beth Aune (612-296-4072) for details.

MEMO #: S-96-188

TO: School Board
FROM: Bruce R. Anderson, Supt. *BRA*
RE: 1996-97 School Calendar
DATE: April 4, 1996

Attached please find two options for the 1996-97 school calendar.

An Administrative Committee was gathered to draft an initial calendar. Committee members included Kevin Kopperud, Betty Myers, Colleen Tupper, Doug Price, Bob Jernberg, John Skinkle, and myself. Draft calendars were developed and principals were asked to share them with their respective staffs, PTACs and BLTs. Suggestions were then considered by committee, with the final options being presented as attached.

The Board may or may not take action at this time.

cbp
Attachment

July 1996 1 2 3 ④ 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30 31	August 1 2 5 6 7 8 9 12 13 14 15 16 19 20 21 22 23 26 27 28 29 30	September ② 3 4 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30
October 1 2 3 4 7 8 9 10 11 14 15 16 ①⑦ ①⑧ 21 22 23 24 25 28 29 30 31	November 1 4 5 6 7 8 11 12 13 14 15 18 19 20 21 ②② ②⑤ ②⑥ 27 ②⑧ ②⑨	December 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20 ②③ ②④ ②⑤ ②⑥ ②⑦ ③⑩ ③⑪
January 1997 ① ② ③ 6 7 8 9 10 13 14 15 16 ①⑦ 20 21 22 23 24 27 28 29 30 31	February 3 4 5 6 7 10 11 12 13 14 ①⑦ 18 19 20 21 24 25 26 27 ②⑧	March ③ ④ 5 ⑥ ⑦ 10 11 12 13 14 17 18 19 20 21 24 25 26 27 ②⑧ ③①
April ① ② 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30	May 1 2 5 6 7 8 9 12 13 14 15 16 19 20 21 22 23 ②⑤ 27 28 29 30	June 1997 2 3 ④ 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30

<input type="checkbox"/> Staff Development <input type="radio"/> Vacation () P/T Conference — Teacher Comp. Day
Snow Make-Up: June 4 June 5
Payroll/Direct Dep. Dates: July 31, 1996 August 30 September 30 October 31 November 27 December 20 January 31, 1997 February 28 March 27 April 30 May 30 June 30

1996-97 SCHOOL CALENDAR
1996

Aug. 26-30	K-12 Staff Development
Sept. 2	Labor Day
3	K-12 Classes Begin
Oct. 17,18	MEA/No School
Nov. 1	End of 1st Quarter
22,25	K- P/T Conferences (day)
25	K-12 P/T Conferences (6-9pm)
26	K-12 P/T Confs. (8-1,2-5,6-9)
27	K-12 No School/Comp. Day
28,29	Thanksgiving Holiday
Dec. 23	K-12 Winter Break Begins
1997	
Jan. 2-3	K-12 Staff Development
6	K-12 Classes Resume
16	End of 2nd Quarter/Semester
17	K-12 Staff Development
Feb. 17	President's Day/No School
28	K-P/T Conferences (day)

1997 (continued)

Mar. 3	K-P/T Conferences (day)
4	K-12 P/T Conferences (6-9pm)
	K-6 P/T Confs. (8-1,2-5,6-9)
	7-12 Student Day/Classes Held
	7-12 P/T Conferences (6-9pm)
5	K-12 No School/Comp. Day
6-7	K-12 No School
27	End of 3rd Quarter
28,31	Spring Break/No School
Apr. 1	Spring Break/No School
2	K-6 Staff Development
	7-12 Student Day/Classes Held
May 26	Memorial Day
30	Last Day for Seniors
June 1	Graduation
3	Last Day for K-11 Students
4	Last Day for K-12 Staff

July 1996					August					September				
1	2	3	4	5			1	2		2	3	4	5	6
8	9	10	11	12	5	6	7	8	9	9	10	11	12	13
15	16	17	18	19	12	13	14	15	16	16	17	18	19	20
22	23	24	25	26	19	20	21	22	23	23	24	25	26	27
29	30	31			26	27	28	29	30	30				
October					November					December				
	1	2	3	4					1	2	3	4	5	6
7	8	9	10	11	4	5	6	7	8	9	10	11	12	13
14	15	16	17	18	11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	18	19	20	21	(22)	23	24	25	26	27
28	29	30	31		(25)	(26)	27	28	29	30	31			
January 1997					February					March				
	1	2	3							(3)	(4)	5	6	7
6	7	8	9	10	3	4	5	6	7	10	11	12	13	14
13	14	15	16	17	10	11	12	13	14	17	18	19	20	21
20	21	22	23	24	17	18	19	20	21	24	25	26	27	28
27	28	29	30	31	24	25	26	27	(28)	31				
April					May					June 1997				
	1	2	3	4			1	2		2	3	4	5	6
7	8	9	10	11	5	6	7	8	9	9	10	11	12	13
14	15	16	17	18	12	13	14	15	16	16	17	18	19	20
21	22	23	24	25	19	20	21	22	23	23	24	25	26	27
28	29	30			26	27	28	29	30	30				

- ☐ Staff Development
- ☐ Vacation
- () P/T Conference
- Teacher Comp. Day

Snow Make-Up:

March 6
March 7

Payroll/Direct Dep. Dates:

July 31, 1996
August 30
September 30
October 31
November 27
December 20
January 31, 1997
February 28
March 27
April 30
May 30
June 30

1996-97 SCHOOL CALENDAR
1996

Aug. 26-30	K-12 Staff Development
Sept. 2	Labor Day
3	K-12 Classes Begin
Oct. 17, 18	MEA/No School
Nov. 1	End of 1st Quarter
22, 25	K- P/T Conferences (day)
25	K-12 P/T Conferences (6-9pm)
26	K-12 P/T Confs. (8-1,2-5,6-9)
27	K-12 No School/Comp. Day
28, 29	Thanksgiving Holiday
Dec. 23	K-12 Winter Break Begins
1997	
Jan. 2-3	K-12 Staff Development
6	K-12 Classes Resume
16	End of 2nd Quarter/Semester
17	K-12 Staff Development
Feb. 17	President's Day/No School
28	K-P/T Conferences (day)

1997 (continued)

Mar. 3	K-P/T Conferences (day)
	K-12 P/T Conferences (6-9pm)
4	K-6 P/T Confs. (8-1,2-5,6-9)
	7-12 Student Day/Classes Held
	7-12 P/T Conferences (6-9pm)
5	K-12 No School/Comp. Day
6-7	K-12 No School
27	End of 3rd Quarter
28, 31	Spring Break/No School
Apr. 1	Spring Break/No School
2	K-6 Staff Development
	7-12 Student Day/Classes Held
May 26	Memorial Day
29	Last Day for Students
30	Last Day for Staff
June 1	Graduation

MEMO #: I-96-285

TO: Dr. Bruce Anderson

FROM: Bob Jernberg *BJ*

SUBJECT: Summer Building Utilization and Summer Programs

DATE: April 2, 1996

Attached is a brief listing of summer school programs and locations. Mr. Jernberg will briefly review these programs with the Board.

RMJ/mdm
Attachment

(4/1/96)
DRAFT

SUMMER BUILDING USAGE

Robert Asp, Junior High, and Probstfield are not available.

<u>Program</u>	<u>Contact Person</u>	<u>Dates</u>	<u>Time</u>	<u>Location</u>
ESY - Spec. Ed.	Al Swedberg	6/11-8/2 T, W, Th	8-12:15	Washington, Robert Asp, Junior High and MCAP
Jr. High Summer School	Deb DeMinck	6/3-28	7:30- 12:30	Senior High Rooms: 314, 211, 217, 113, 202, 201, 311, 312, 136, 139, 140A, 120, media center computer lab plus one more room near Room 120.
Summer Orchestra	Mary Davies	8/19-23	9-3	Concordia College
Summer Band	Mary Davies	6/3-28	7:30-1	Robert Asp Music Area
Beginnings	Mary Davies	6/10-27 M - Th	9-11:30	Lincoln School
Summer Safari	Mary Davies	6/17-28	8-12	Senior High Rooms: 111, 112, 114, 117, 122, 123, 124, 212, 309, Sports Center Art Rooms.
Title I	K. Richard & C. Leitheiser	6/10 - 7/11 M T W TH	8-12	Robert Asp School
Migrant School	Scott Matheson & Tom Dooher	6/10 7-19	8-4	Edison
Parks and Recreation Programs:				
Volleyball Camps	Jon Buckellew	6/5-21	8-12	Senior High Gymnasium
Boys BB Camps	" "	6/24 7/12	10:30-12	" " "
Girls BB Camps	" "	7/15-8/2	1:30-3:30	" " "
Community Swimming Lessons	" "	6/3-6/12		" " "
Star of the North Games	" "	6/21-23 & 6/28-30		" " "
Trollwood	Don Hulbert	TBD		TBD

1995-96 SUMMER SCHOOL

TENTATIVE ROSTER

<u>Subject</u>	<u>Name</u>	<u>Salary</u>
Band	Engstrom, Doug	\$2,690
EBD	Christianson, Ruth	\$2,690
English 7	Hulett, Sharon	\$2,690
English 8	Argent, Sandy	\$2,690
English 9	Fillipi, Tom	\$2,690
ESL	Tweten, Shirley	\$2,690
LD	Enderle, Pat	\$2,690
LD	Noesen, Laura	\$2,690
Math (first session)	TBD	\$1,345
Math	Trautman, Tom	\$2,690
Math	Welken, Ken	\$2,690
Media	Galles, Gay	\$2,690
Science	Dotson, Doyle	\$2,690
Science	Drenkow, Joanne	\$2,690
Social Studies	Morben, Steve	\$2,690
Social Studies	Thompson, Rod	\$2,690
Paraprofessional	DeLeno, Susana	\$ 864
Secretary	Evenson, Winifred	\$1,375
Guidance/Director	TBD	\$2,690
Guidance/Director	Deb DeMinck	<u>\$2,690</u>
	Estimated Total	\$49,314

MEMO #: S-96-187

TO: School Board
FROM: Bruce R. Anderson, Supt. *BR*
RE: First Reading of Policies
DATE: April 4, 1996

Attached please find the policies, Tobacco-Free Environment (JFCGA) and Search of Student Lockers, Desks, Personal Possessions and Student's Person (JFG).

The Policy Review Committee has reviewed them and recommends approval.

(cbp)
Attachment

POLICY OF THE
BOARD OF EDUCATION
MOORHEAD, MN.

DISTRICT CODE: JFCGA
DATE ADOPTED: 06-23-87
REVISED: 04-28-92

(DRAFT 3/96)

TOBACCO-FREE ENVIRONMENT

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

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

Enforcement

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

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

Help Programs

The Moorhead Public Schools will be proactive in tobacco-free help programs. A list of several resources will be made available for the convenience and preference of the employee.

Student help programs will be provided for students as outlined in School Board Policy JECJ, Chemical Free Policy for Students.

Violations-Students of Elementary, Junior High, Secondary Schools

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

Violations/Student of Moorhead Technical College

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

Violations-Staff

Any violation of the tobacco-free environment policy by an employee of the district shall be referred to the appropriate supervisor. One verbal warning, accompanied by a written warning, shall be issued to the staff member. Further violations shall be considered insubordination and shall be dealt with accordingly, based on applicable collective bargaining agreements, if any, and Minnesota Statutes.

Violations-Citizens

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

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

Dissemination of Policy

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

Originally Adopted: June 23, 1987
Reviewed/Revised: April 28, 1992

POLICY OF THE BOARD OF EDUCATION MOORHEAD, MN.	DISTRICT CODE: JFG DATE ADOPTED: REVIEWED/REVISED:
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(DRAFT 3/96)

SEARCH OF STUDENT LOCKERS, DESKS,
PERSONAL POSSESSIONS AND STUDENT'S PERSON

I. PURPOSE

The purpose of this policy is to provide for a safe and healthful educational environment by enforcing the school district's policies against contraband.

II. GENERAL STATEMENT OF POLICY

A. Pursuant to Minnesota statutes, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school authorities must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

B. The policy above for school lockers also applies equally to student's desks or personal possessions as defined herein.

C. It shall be a violation of this policy for students to use lockers and desks for unauthorized purposes or to store contraband. It shall be a violation for students to carry contraband on their person or in their personal possessions.

III. DEFINITIONS

A. "Contraband" means any unauthorized item possession of which is prohibited by school district policy and/or law. It includes but is not limited to weapons and "look-alikes," alcoholic beverages, controlled substances and "look-alikes," overdue books, and other materials belonging to the school district, and stolen property.

B. "Personal possessions" includes but is not limited to purses, backpacks, bookbags, packages, and clothing.

C. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student or staff members, a student's suspicious behavior, a student's age and past history or record of conduct, or other reliable sources of information.

D. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, and the age of the student.

IV. PROCEDURES

A. School officials may inspect lockers and desks at any time they believe inspection would be in the best interest of the school, the staff, or the student body. Student lockers, desks and personal possessions may be randomly searched throughout the school year without notice, without student consent and without a search warrant.

B. School officials may, in their discretion, employ the use of trained dogs for the purpose of conducting a general sniff search of student lockers and desks. If a dog alerts to a locker or desk, school officials will determine, based on the information available to them from the dog's trainer, whether the dog's alert gives rise to reasonable suspicion that contraband will be found. If it is determined that reasonable suspicion exists an internal search of the locker or desk and its contents will be conducted. The search will be reasonable in its scope and intrusiveness.

C. School officials may, upon a finding of individualized reasonable suspicion supported by articulable facts, employ the use of trained dogs for the purpose of conducting a sniff search of an employee's desk. If a dog alerts to the desk, school officials will determine, based on the information available to them, whether the dog's alert gives rise to reasonable suspicion exists an internal search of the desk and its contents will be conducted. The search will be reasonable in its scope and intrusiveness.

D. A school official conducting a search may determine when it is appropriate to have a second official present as an observer.

E. School officials may, without a search warrant, search the person and/or personal possessions based on a reasonable suspicion. The search will be reasonable in its scope and intrusiveness.

F. As soon as practicable after a search pursuant to this policy, the school authorities must provide notice of the search to students whose possessions were searched unless disclosure would impede an ongoing investigation by policy or school officials.

G. A search of a person shall be conducted in privacy by a school official of the same sex. A second school official of the same sex shall be present as an observer during the search whenever feasible.

H. A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate. The school district shall provide a copy of this policy to a student when the student is given use of a locker.

V. DIRECTIVES AND GUIDELINES

School administration may establish reasonable directives and guidelines which address specific needs of the school district, such as use of tape in lockers, standards of cleanliness and care, posting of pin-ups and posters which may constitute sexual harassment, etc.

VI. SEIZURE OF CONTRABAND

If a search yields contraband, school offices will seize the item and, where appropriate, turn it over to legal authorities for ultimate disposition.

VIII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion or expulsion, and the student may, when appropriate, be referred to legal authorities.

Legal References: U.S. Constitution, Fourth Amendment
New Jersey v. T.L.O., 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)
Zamora v. Pomeroy, 639 F.2d 662 (10th Cir.1981)
Minn. Stat. 127.47 (school locker policy)

Cross Reference: MSBA Model Policy 417 (Chemical Use/Abuse)
MSBA Model Policy 418 (Drug-Free Workplace/Drug-Free School)
MSBA Model Policy 501 (School Weapons)
MSBA Model Policy 506 (Student Discipline)

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 22, 1996
PAGE 1

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

MEMBERS ABSENT: None

CALL TO ORDER: Chairman Gustafson called the meeting to order at 7:00 p.m. and led everyone present with the Pledge of Allegiance.

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

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

"WE ARE PROUD"

*** Congratulations were extended to the OMvention Odyssey of the Mind MSHS team of Christine Steussy, Jack McLarnan, Karl Anderson, Lea Tkachuk, Moriah Evans, Jamie Cermak, and Karen Galles for taking third place at the state tournament. The coach is Les Steussy.

The Robert Asp Crunch team of Carrie Fogel, Willow Stave, M.E. Heald, Ruth Carlson, Christine Larson, Kristi Haugstad, and coached by Deb Fogel, also competed. Odyssey of the Mind is the largest academic competition in Minnesota.

*** Congratulations were extended to the Moorhead High Speech team for placing second at the Northern Lights National Forensics League tournament. National semi-finalists included: Ryan Hurley (humorous), Andrew Pezalla (humorous), Vanessa Eaton (drama), Jennifer Bedard (drama), Evan Carlson (extemporaneous speaking), Natalie Smith (drama), Kelly Scott (drama), Tim Price (humorous), Joshua Ehrenberg and David Jons (dramatic duo). Scott, Ehrenberg and Jons will represent Minnesota at the National Forensics League tournament. Ehrenberg and Jons set a new NFL record for the most consecutive first-place rankings (straight 1s by 22 judges) in any event. Coaches are Rebecca Langemoe, Lorenda Letnes and Brian Cole.

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

Additional Title Program Funding - Approve the submission of the consolidated application for Improving America's School Act, and the revision of the General Fund budget as presented.

Health & Safety Services Agreement - Approve the two-year agreement for health and safety services with the Lakes Country Service Cooperative, in the amount of \$19,115.74, for the 1996-98 school years.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 22, 1996
PAGE 2

OSHA Renovations Change Order #3 - Approve change order #3 to meet OSHA requirements for catwalks, Metal Shop mezzanine and ramps at Townsite Centre, in the amount of \$4,439.00, as a part of the Health and Safety levy.

Townsite Lease Renewal - Approve the lease renewal for Elementary Avenue (Suite #152), for May 1, 1996 through April 30, 1997, in the amount of \$23,675.00.

Family/Medical Leave

Melody Bober - Music Teacher, Robert Asp, to begin May 2, 1996 until the end of the school year.

Jane Holtz - MMMI Teacher, Washington, to begin about August 24, 1996 for six weeks.

Resignations

Lori Hanson - Computer Secretary, Community Education, effective May 31, 1996.

Noel Brakke - ECFE Paraprofessional, Lincoln Community Education Center, effective May 24, 1996.

COMMITTEE REPORTS: Reports were given regarding the Community Education Advisory, PER, Student Activities, and Policy Review committees. Information was also shared regarding the Ethics forum held at Concordia College and the City's land use planning meeting.

MOORHEAD YOUTH WEEK PROCLAMATION: Ladwig moved, seconded by Cox, to approve the Moorhead School Board proclamation supporting the Moorhead Healthy Community Initiative celebration of "Moorhead Youth Week." Motion carried 7-0.

Initiative Coordinator Dianna Hatfield reviewed the activities planned for the week.

1996 SCHOOL CALENDAR: Cox moved, seconded by Cummings, to approve the 1996-97 calendar as recommended by the administration. Motion carried 7-0.

A draft calendar for the 1997-98 school year will be presented to the Board by the end of May.

BID AWARDS - CAPITAL OUTLAY EQUIPMENT: Cox moved, seconded by Ladwig, to award the capital outlay equipment bids as follows: Northern School Supply - \$20,235.35; St. Paul Book - \$3730.00; Satco - \$3637.90; Rigel's - \$1215.00; Blumbergs - \$1049.00; Reardons - 1007.00; Gaylord Bros. - \$769.78; Transportation Supplies - \$689.00; Pyramid School Supplies - \$423.85; Gopher Sport - \$399.00; Lakeshore - \$350.00; Childcraft - \$334.99; Science Kit - \$334.40; Best Buy - \$314.96; Edmund Science - \$295.00; Spiral Binding - \$269.00. Motion carried 7-0.

REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
TOWNSITE CENTRE
APRIL 22, 1996
PAGE 3

RESOLUTION DISCONTINUING & REDUCING PROGRAMS AND POSITIONS:

Ladwig moved, seconded by Cox, to approve the resolution to discontinue and reduce programs and positions for the positions as follows: Senior High - .43 English; .143 French; .143 German; .143 Consumer & Family Education; .143 Social Studies; Junior High - .28 English; .25 German; .07 Health; .14 Industrial Arts; .43 Math; .15 Consumer & Family Education; .27 Spanish; .07 Science; .29 Music; Special Education - .20 Speech; .143 Vision; .50 Deaf/Hard Hearing; .60 Physically Impaired; .40 Early Childhood Special Education/Moderate/Severe Mentally Impaired; Title I - .50 Home School Liaison. Motion carried 7-0.

POLICY APPROVAL: Foss moved, seconded by Cummings, to approve the policy, Tobacco-Free Environment (JFCGA) policy, as presented. Motion carried 7-0.

POLICY APPROVAL: Ladwig moved, seconded by Cox, to approve the policy, Search of Student Lockers, Desks, Personal Possessions and Student's Person (JFG) policy, as revised. Motion carried 7-0.

1996 LEGISLATIVE SESSION: Superintendent Anderson briefed the Board regarding highlights of the 1996 legislative session. Some areas affected were the Department's authority to levy bonds and referendums on the same date, allowing districts to purchase assessment technology if students move between districts, requirements for the Assurance of Mastery program, continuation of summer school funding for remedial help, allocated funding for collaborative work in the area of after-school activities, requirement changes for lease levy, changed the name of the PER Committee to the Instructional Curriculum and Advisory Committee and changed the language in the law to be consistent with the Graduation Standards, allowing for a moment of silence to be observed in classrooms, continued support of the development of the Graduation Rule, allocated funding for technology grants to enhance networking, integration of school districts, software and after-school programs. The session also allowed for a tax levy shift of 18 percent (18%). Special education caps remained (at prorated amounts) and the reduction in WPU's did not get rescinded.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: The Board discussed changing the date of the May 27 meeting, due to the Memorial Day holiday. It was decided to hold one meeting in May, if business arises that needs attention a special meeting will be called to handle it.

ADJOURNMENT: Ladwig moved, seconded by Hastad, to adjourn the meeting at 8:00 p.m. Motion carried 7-0.

James Hewitt, Clerk

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

APRIL 22, 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 the OMvention Odyssey of the Mind MSHS team of Christine Steussy, Jack McLarnan, Karl Anderson, Leah Tkachuk, Moriah Evans, Jamie Cermak, and Karen Gallus for taking third place at the state tournament. The coach is Les Steussy.

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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.

A. INSTRUCTIONAL MATTERS - Jernberg

- (1) Approval of Additional Title Program Funding
- Page 5

B. BUSINESS AFFAIRS - Lacher

- (1) Approval of Health & Safety Services Agreement
- Pages 6-9
- (2) Approval of OSHA Renovations Change Order #3
- Page 10
- (3) Approval of Townsite Lease Renewal - Page 11

C. PERSONNEL MATTERS - Skinkle

- (1) Approval of Family/Medical Leave - Page 12
- (2) Acceptance of Resignations - Page 13

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

Moved by _____ Seconded by _____
Comments _____

3. COMMITTEE REPORTS

4. MOORHEAD YOUTH WEEK PROCLAMATION - Anderson
Pages 14-15

Suggested Resolution: Move to approve the Moorhead School Board proclamation supporting the Moorhead Healthy Community initiative celebration of "Moorhead Youth Week."

Moved by _____ Seconded by _____
Comments _____

5. 1996 SCHOOL CALENDAR - Anderson
Pages 16-17

Suggested Resolution: Move to approve the 1996-97 calendar as recommended by the administration.

Moved by _____ Seconded by _____
Comments _____

6. BID AWARDS - CAPITAL OUTLAY EQUIPMENT - Lacher
Page 18

Suggested Resolution: Move to award the capital outlay equipment bids as presented.

Moved by _____ Seconded by _____
Comments _____

7. RESOLUTION DISCONTINUING & REDUCING PROGRAMS AND POSITIONS -
Skinkle Pages 19-20

Suggested Resolution: Move to approve the resolution as presented.

Moved by _____ Seconded by _____
Comments _____

8. POLICY APPROVAL - Anderson
Pages 21-23

Suggested Resolution: Move to approve the policy, Tobacco-Free Environment (JFCGA) policy, as presented.

Moved by _____ Seconded by _____
Comments _____

9. POLICY APPROVAL - Anderson
Pages 24-27

Suggested Resolution: Move to approve the policy, Search of Student Lockers, Desks, Personal Possessions and Student's Person (JFG) policy, as presented.

Moved by _____ Seconded by _____
Comments _____

10. 1996 LEGISLATIVE SESSION - Anderson
Page 28

Highlights of the legislative session will be reviewed with the Board.

11. OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD

- Determine Second May Meeting Date

12. ADJOURNMENT

SCHOOL BOARD AGENDA - APRIL 22, 1996
PAGE 4

CALENDAR OF EVENTS

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Place</u>
Cabinet Mtg.	Tues., Apr. 23	3:45 p.m.	Townsite
Spring Play "Runaways"	Thurs., Apr. 25 - Sun., Apr. 28		Senior High
Learning Bank	Tues., Apr. 30	7:15 a.m.	Fargo
Joint Powers	Thurs., May 2	7 a.m.	Courthouse
Prom	Sat., May 4		Senior High
GXC Mtg.	Tues., May 7	3:45 p.m.	Townsite
MEA Banquet	Thurs., May 9	6 pm - recpt. 6:40 pm - dinner 7:30 pm - awards	Concordia- Knutson Center
LRP	Thurs., May 9	3:45 p.m.	Townsite
School Board	Mon., May 13	7 p.m.	Townsite
GED Graduation	Tues., May 14	7 p.m.	NWTC
PER	Thurs., May 16	7 a.m.	Townsite
Retirement Tea	Thurs., May 16	3:30 p.m.	Junior High
Supt. Advisory Council	Thurs., May 16	7 p.m.	Townsite
Academic Awards	Sun., May 19	2:30 p.m.	Senior High
Honors Banquet	Sun., May 19	6 p.m.	Concordia
District Retirement Tea	Mon., May 20	3:30 p.m.	Hjemkomst Center
Retirement Tea	Tues., May 21	3:30 p.m.	Senior High
Memorial Day	Mon., May 27		
Last Day for Students (storm make-up)	Fri., May 31		
Last Day for Staff	Mon., June 3		
Graduation	Sun., June 2		

MEMO #: I-96-296

TO: Dr. Bruce Anderson
FROM: Bob Jernberg *RJ*
RE: Additional Title Program Funding
DATE: April 17, 1996

The District has received information from the Minnesota Department of Children, Families and Learning that we may submit an amended application to incorporate the following unobligated funds into our Title I, Title II Eisenhower Math/Science Training, and Title VI-IASA Innovative (formerly Chapter 2/Block Grant) programs in the amounts listed below.

<u>Program</u>	<u>Funding</u>	<u>Use</u>
Title I	\$78,627.44	Extending time for paraprofessionals, supplies, substitutes, and equipment.
Title II	\$ 2,674.52	Elementary Math Summer Staff Development.
Title VI	\$ 1,963.20	Equipment and software for Literacy programs.

This will increase the General Fund revenues and expenditures as follows:

	<u>Revenues</u>	<u>Expenditures</u>	<u>Fund Balance</u>
Current	\$32,159,233.00	\$31,835,346.00	\$3,303,934.00
Change	<u>\$ 83,265.16</u>	<u>83,265.16</u>	<u>\$ 0</u>
Revised	\$32,242,498.16	\$31,918,611.16	\$3,303,934.00

Suggested Resolution: Move to approve the submission of the consolidated application for Improving America's School Act, and the revision of the General Fund budget as presented.

RJM:cbp

APR 4 1996

MEMO#: B96.286
MEMO TO: DR. ANDERSON
FROM: R. LACHER *R. Lacher*
DATE: APRIL 2, 1996
SUBJECT: HEALTH AND SAFETY SERVICES

We have a two year contract proposal from Lakes County Service Cooperative for professional services to assist us in our Health and Safety efforts.

Level III A Guaranteed Regulatory Written Compliance

682,704 square feet x \$.035 = \$ 23,894.64

Credit for removal of asbestos responsibility \$ -4,778.90

Total \$19,115.74

These changes will be part of our allowable Health and Safety Aid and Levy Revenue.

SUGGESTED RESOLUTION: MOVE TO APPROVE A TWO YEAR AGREEMENT FOR HEALTH AND SAFETY SERVICES WITH THE LAKES COUNTY SERVICE COOPERATIVE FOR \$19,115.74 FOR THE 1996.98 SCHOOL YEARS.

WAIVER OF RESPONSIBILITY
for
Asbestos Monitoring

This is to certify that the undersigned school district certifies that the following buildings: All School District buildings

are free of asbestos containing materials and has on file in the district office a certificate so stating. Further the Moorhead School District in consideration of a deduction in the amount of (\$2389.44) (\$0.0035 per sq/ft, from the basic Health & Safety Contract, waives LCSC of any responsibility for asbestos monitoring of said building, and in the event of any litigation so resulting from asbestos in the said building, shall hold LCSC harmless.

Moorhead School District ISD #152

(Signed)

(Date)

Lakes Country Seervice Cooperative

(Signed)

(Date)

MAR 28 1996

**LAKES COUNTRYSERVICE COOPERATIVE
HEALTH AND SAFETY SERVICES
1996-98**

THIS AGREEMENT, made and entered into this 1st day of March, 1996, by and between Lakes Country Service Cooperative, hereinafter referred to as Co-op., and LCSC Independent School District Moorhead Area, No. 152, located at Moorhead, Minnesota, hereinafter referred to as School, witnesseth:

1. That the Co-op. is engaged in providing consultation and coordination services related to the management of school district environmental health and safety concerns.
2. That the School desires to obtain and agrees to pay for said services. Three levels of service are offered by the Co-op. for the School to choose from. These three levels of service provide varying degrees of compliance.

Level III A Guaranteed Regulatory Written Compliance

Program Description: The Co-op. shall furnish Guaranteed Regulatory Written Compliance for the following environmental health and safety concerns: asbestos, bloodborne pathogens, Community Right to Know, compressed gas, confined space, emergency action plan, Employee Right to Know, First Aid, hazardous waste, air emissions reporting, hearing conservation, infectious waste, chemical hygiene plan, lead in water, lockout/tagout, OSHA type inspection, playground safety, radon, respiratory protection standard, underground storage tanks and above ground storage tanks, a workplace accident injury reduction program, (AWAIR).

Program Guarantee: This program is guaranteed to meet all current statutes, rules, regulations or standards, and further, if any fines result from written program deficiencies, the fines will be paid by the Co-op.. Failure to implement or comply with the regulatory written program by the school district is not covered by this program guarantee. The Co-op. reserves the right to negotiate with the regulatory agency.

Level III B Advanced Regulatory Written Compliance

Program Description: The Co-op. shall furnish Regulatory Written Compliance for the following environmental health and safety concerns: asbestos, bloodborne pathogens, Community Right to Know, compressed gas, confined space, emergency action plan, Employee Right to Know, First Aid, hazardous waste, air emissions reporting, hearing conservation, infectious waste, chemical hygiene plan, lead in water, lockout/tagout, OSHA type inspection, playground safety, radon, respiratory protection standard, underground storage tanks and above ground storage tanks, a workplace accident injury reduction program, (AWAIR).

Level II Minimum Regulatory Written Compliance

Program Description: The Co-op. shall furnish a program addressing the following environmental health and safety concerns: asbestos, bloodborne pathogen standard - exposure control plan, Community Right to Know, compressed gas, confined space standard, emergency action plan, Employee Right to Know, First Aid, hazardous waste, hearing conservation, infectious waste (exclusive of bloodborne pathogens), laboratory standard - chemical hygiene plan, lead in water, lockout/tagout, OSHA type inspections, playground safety, radon, respiratory protection standard, underground and above ground storage tanks, AWAIR - A workplace accident injury reduction program.

Level I Contingency Consulting Service

Program Description: \$150 workshop training coupon, health and safety newsletter, access to LCSC sponsored training workshops/programs, technical support via telephone.

3. That the Co-op. shall furnish the health and safety services for the level of service as indicated below:
(please initial to indicate the level of service requested)

____ Level III A Guaranteed Regulatory Written Compliance

____ Level III B Advanced Regulatory Written Compliance

____ Level II Minimum Regulatory Written Compliance

____ Level I Contingency Consulting Service

4. Such services will be provided to and paid for by the School for a period of two (2) years beginning July 1, 1996, at an annual fee based on the gross square footage of the School's buildings and level of service selected on the previous page.

Level III A. Guaranteed Regulatory Written Compliance

3.5¢ per square foot or a minimum annual fee per school of \$3500

Annual fee computation for Moorhead Area school:

Total Square footage: 682,704

Total Square footage charge: \$19,115.74 per year

Larger or total square footage charge or minimum charge = \$19,115.74 per year

Level III B. Advanced Regulatory Written Compliance

2.5¢ per square foot or a minimum annual fee per school of \$2700

Annual fee computation for Moorhead Area school:

Total Square footage: 682,704

Total Square footage charge: \$17,067.60 per year

Larger or total square footage charge or minimum charge = \$17,067.60 per year

This is a maximum charge which will be affected by the number of schools choosing this program. If participation is high and the building conditions or locations are right, then the price is subject to reduction.

Level II. Basic Regulatory Written Compliance -

.75 per square foot or a minimum annual fee per school of \$1200

Annual fee computation for Moorhead Area school:

Total Square footage: 682,704

Total Square footage charge: \$5,120.28 per year

Larger or total square footage charge or minimum charge = \$5,120.28 per year

Level I. Contingency Consulting Service

\$500 per year per district

5. That this contract period begins on July 1, 1996, and runs through June 30, 1998, guaranteeing selected rates. However, any district may discontinue this contract with a 90 day notice prior to the end of the fiscal year.

IN WITNESS WHEREOF, Parties hereto have executed this agreement the day and year first above written.

LCSC MEMBER SCHOOL DISTRICT #152
Moorhead Area, Minnesota

LAKES COUNTRY
SERVICE COOPERATIVE

By: _____
(Chairperson)

By: _____
(Chairperson)

(Clerk)

(Clerk)

(Date)

(Date)

APR 4 1996

MEMO #: B96.285

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER *R. Lacher*

DATE: MARCH 28, 1996

SUBJECT: SR HIGH OSHA RENOVATIONS - CHANGE ORDER #3

ADD additional materials and labor to catwalks above auditorium, stage, study hall and mezzanine in metal shop. Also repair work at Townsite Centre.

SR HIGH SCHOOL:

Auditorium	\$2,137.00
Stage	631.00
Study Hall	868.00
Metal Shop	<u>361.00</u>
Sub Total	\$3,997.00

TOWNSITE CENTRE:

Lower Level Ramps	\$ 442.00
Sub Total	<u>\$ 442.00</u>

TOTAL: \$4,439.00

Suggested Resolution: Move to approve Change Order #3 for labor and materials to meet OSHA requirements for catwalks, Metal Shop Mezzanine and Townsite Ramps for \$4,439.00. Costs are to be part of the Health and Safety Levy.

MEMO #: B96.297

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER 

DATE: APRIL 15, 1996

SUBJECT: RENTAL OF SUITE #152 - TOWNSITE CENTRE

Elementary Avenue has accepted a lease for one (1) year as follows.

Suite #	Sq. Ft.	Rate	Monthly Rate	Annual Rate	Dates
152	2,500	\$9.47	\$1,972.92	\$23,675	May 1, 1996-April 30, 1997

Suggested Resolution: Move to approve the lease for Elementary Avenue, Suite #152, beginning May 1, 1996 - April 30, 1997, for \$23,675.

MEMORANDUM P 96.029

TO: Dr. Bruce Anderson
FROM: Dr. John Skinkle *JS*
DATE: April 16, 1996
SUBJECT: Family/Medical Leave

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

Melody Bober - Music Teacher, Robert Asp Elementary, to begin May 2, 1996 until the end of the school year.

Jane Holtz - MMMI Teacher, Washington Elementary, to begin about August 24, 1996 for six weeks.

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

JDS:sdh

MEMORANDUM

P 96.030

TO: Dr. Bruce Anderson
FROM: Dr. John Skinkle *JDS*
DATE: April 16, 1996
SUBJECT: Resignation of District Employees

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

Lori Hanson - Computer Secretary, Community Education, effective May 31, 1996.

Noel Brakke - ECFE Paraprofessional, Lincoln Community Education Center, effective May 24, 1996.

Suggested Resolution: Move to accept the resignation as presented.

JDS:sdh

MEMO #: S-96-197

TO: School Board

FROM: Bruce R. Anderson, Supt. *BRA*

RE: Moorhead Youth Week Proclamation

DATE: April 17, 1996

The Moorhead Healthy Community Initiative has declared April 21-27 as "Moorhead Youth Week." This will be a time to celebrate Moorhead youth! Activities begin on Monday, April 22 at 3:30 p.m. at the Hjemkomst Center.

Suggested Resolution: Move to approve the Moorhead School Board proclamation supporting the Moorhead Healthy Community Initiative celebration of "Moorhead Youth Week."

BRA:cbp
Attachment

OFFICIAL PROCLAMATION

- WHEREAS, Independent School District No. 152 places value in our community's children and youth through our educational mission "to develop the maximum potential of every learner to thrive in a changing world"; and
- WHEREAS, Independent School District No. 152 supports the Moorhead Healthy Community Initiative's efforts to place the positive development of children and youth in the forefront of community life; and
- WHEREAS, a diverse Moorhead Healthy Community Board of Directors seeks to facilitate, focus and collaborate the community's efforts to support the Healthy Community Initiative; and
- WHEREAS, citizens of Moorhead are working together to build developmental assets for children and youth through seven Asset Teams - After School Hours, Intergenerational Relationships, Neighborhoods, Positive Parenting, Positive Youth Development, Values, and Youth Services; and
- WHEREAS, the many Asset Team volunteers have accomplished many great things that help build assets for youth and will be appreciated and recognized at a "Celebrate Moorhead Youth" event; and
- WHEREAS, students and youth of the community will be participating in "Celebrate Moorhead Youth" events; and
- WHEREAS, Service Clubs which support Moorhead's children and youth through fund raising and program sponsorship, as well as in many educational needs, will also be recognized during "Moorhead Youth Week"; and
- WHEREAS, the Moorhead Healthy Community Initiative has worked together with the school district on grant proposals, facilitating parent involvement, staff development, service learning, community education, and in efforts to communicate the ingredients necessary to develop positive, developmental assets children and youth need to reach their maximum potential; and
- NOW, THEREFORE, WE, members of the Board of Education of Independent School District No. 152 in Moorhead, Minnesota do hereby recognize and support April 21-27, 1996, along with the City of Moorhead as:

"Moorhead Youth Week."

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of Independent School District No. 152, Moorhead, Minnesota to be affixed this 22nd day of April, 1996.

Signed By:

James Hewitt, Clerk

MEMO #: S-96-196

TO: School Board
FROM: Bruce R. Anderson, Supt. *BRA*
RE: 1996 Calendar
DATE: April 17, 1996

Attached please find the recommended calendar for the 1996-97 school year.

With the exception of one building, about half of the staff would prefer to see more break during the "long winter" and thus support the calendar going into the first week in June.

In deference to this part of the staff, the recommended 1997-98 calendar, which we plan to bring to you in May, will include more breaks and the calendar extended into the last week in June.

Following the experience with both calendars, staff, parents and you as a Board will be in a better position to see what seems best for the students and families in Moorhead.

Suggested Resolution: Move to accept the 1996-97 calendar as recommended by the administration.

BRA:*cbp*
Attachment

July 1996	August	September
1 2 3 ④ 5	1 2	② 3 4 5 6
8 9 10 11 12	5 6 7 8 9	9 10 11 12 13
15 16 17 18 19	12 13 14 15 16	16 17 18 19 20
22 23 24 25 26	19 20 21 22 23	23 24 25 26 27
29 30 31	26 27 28 29 30	30
October	November	December
1 2 3 4	1	2 3 4 5 6
7 8 9 10 11	4 5 6 7 8	9 10 11 12 13
14 15 16 ①⑦ 18	11 12 13 14 15	16 17 18 19 20
21 22 23 24 25	18 19 20 21 (22)	②③ ②④ ②⑤ ②⑥ ②⑦
28 29 30 31	(25) (26) 27 ②⑧ 29	③⑩ ③⑪
January 1997	February	March
① ② ③	3 4 5 6 7	(3) (4) ⑤ ⑥ 7
6 7 8 9 10	10 11 12 13 14	10 11 12 13 14
13 14 15 16 ①⑦	17 18 19 20 21	17 18 19 20 21
20 21 22 23 24	24 25 26 27 (28)	24 25 26 ②⑦ ②⑧
27 28 29 30 31		31
April	May	June 1997
1 2 3 4	1 2	2 3 4 5 6
7 8 9 10 11	5 6 7 8 9	9 10 11 12 13
14 15 16 17 18	12 13 14 15 16	16 17 18 19 20
21 22 23 24 25	19 20 21 22 23	23 24 25 26 27
28 29 30	②⑥ 27 28 29 ③⑩	30

<input type="checkbox"/> Staff Development <input type="radio"/> Vacation () P/T Conference — Teacher Comp. Day
Snow Make-Up: March 5 March 6
Payroll/Direct Dep. Dates: July 31, 1996 August 30 September 30 October 31 November 27 December 20 January 31, 1997 February 28 March 27 April 30 May 30 June 30

1996-97 SCHOOL CALENDAR

1996

Aug. 26-30	K-12 Staff Development
Sept. 2	Labor Day
3	K-12 Classes Begin
Oct. 17, 18	MEA/No School
Nov. 1	End of 1st Quarter
22, 25	K- P/T Conferences (day)
25	K-12 P/T Conferences (6-9pm)
26	K-12 P/T Confs. (8-1,2-5,6-9)
27	K-12 No School/Comp. Day
28, 29	Thanksgiving Holiday
Dec. 23	K-12 Winter Break Begins

1997

Jan. 2-3	K-12 Staff Development
6	K-12 Classes Resume
16	End of 2nd Quarter/Semester
17	K-12 Staff Development

1997 (continued)

Feb. 28	K-P/T Conferences (day)
Mar. 3	K-P/T Conferences (day)
	K-12 P/T Conferences (6-9pm)
4	K-6 P/T Confs. (8-1,2-5,6-9)
	7-12 Student Day/Classes Held
	7-12 P/T Conferences (6-9pm)
5, 6	K-12 No School
7	K-12 No School/Comp. Day
27	End 3rd Qtr/Staff Development
28	Spring Break/No School
May 26	Memorial Day
29	Last Day for Students
30	Last Day for Staff
June 1	Graduation

MEMO #: B96.298

MEMO TO: DR. ANDERSON

FROM: ROBERT LACHER *R Lacher*

DATE: APRIL 17, 1996

SUBJECT: APPROVAL OF 1996-97 CAPITAL OUTLAY

Capital Outlay bids were opened on April 8, 1996. Listed below are the vendors who were low bid meeting specifications.

Northern School Supply	\$20,235.35
St. Paul Book	3,730.00
Satco	3,637.90
Rigels	1,215.00
Blumbergs	1,049.00
Reardons	1,007.00
Gaylord Bros.	769.78
Transportation Supplies	689.00
Pyramid School Supplies	423.85
Gopher Sport	399.00
Lakeshore	350.00
Childcraft	334.99
Science Kit	334.40
Best Buy	314.96
Edmund Science	295.00
Spiral Binding	<u>269.00</u>
	\$35,054.23

Bid summaries can be seen in the Business Office.

Suggested Resolution: Move to approve the Capital Outlay bidders listed above for \$35,054.23.

MEMORANDUM

P 96.031

TO: Dr. Bruce Anderson
FROM: Dr. John Skinkle *JDS*
DATE: April 16, 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.

Senior High

.43	English
.143	French
.143	German
.143	Consumer & Family Education
.143	Social Studies

Junior High

.28	English
.25	German
.07	Health
.14	Industrial Arts
.43	Math
.15	Consumer & Family Education
.27	Spanish
.07	Science
.29	Music

Special Education

.20	Speech
.143	Vision
.50	Deaf/Hard Hearing
.60	Physically Impaired
.40	Early Childhood Special Education/ Moderate/Severe Mentally Impaired

Title I

.50	Home School Liaison
-----	---------------------

Suggested Resolution:

Move to approve the resolution as presented.

JDS:SDH

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION DISCONTINUING AND REDUCING
EDUCATIONAL PROGRAMS AND POSITIONS

WHEREAS, the School Board of Independent School District #152 at a Board meeting held February 26, 1996 directed the administration to make recommendations for staff reduction in programs and positions due to decreasing enrollment and/or financial condition of the School district and

WHEREAS, the administration has prepared a recommendation, BE IT RESOLVED, by the School Board of Independent School District #152 as follows:

That the following positions be discontinued the end of the contract year 1995-96.

<u>FTE</u>	<u>POSITION</u>
Senior High	
.43	English
.143	French
.143	German
.143	Consumer & Family Education
.143	Social Studies
Junior High	
.28	English
.25	German
.07	Health
.14	Industrial Arts
.43	Math
.15	Consumer & Family Education
.27	Spanish
.07	Science
.29	Music
Special Education	
.20	Speech
.143	Vision
.50	Deaf/Hard Hearing
.60	Physically Impaired
.40	Early Childhood Special Education/ Moderate/Severe Mentally Impaired
Title I	
.50	Home School Liaison

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

Thereupon said resolution was declared duly passed and adopted.

MEMO #: S-96-198

TO: School Board

FROM: Bruce R. Anderson, Supt. ^{BRA}

RE: Approval of Policy

DATE: April 17, 1996

Attached please find the policy, Tobacco-Free Environment (JFCGA), as presented.

Suggested Resolution: Move to approve the policy, Tobacco-Free Environment (JFCGA) as presented.

(cbp)
Attachment

POLICY OF THE BOARD OF EDUCATION MOORHEAD, MN.	DISTRICT CODE: JFCGA DATE ADOPTED: 06-23-87 REVISED: 04-28-92
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(DRAFT 3/96)

TOBACCO-FREE ENVIRONMENT

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

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

Enforcement

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

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

Help Programs

The Moorhead Public Schools will be proactive in tobacco-free help programs. A list of several resources will be made available for the convenience and preference of the employee.

Student help programs will be provided for students as outlined in School Board Policy JECJ, Chemical Free Policy for Students.

Violations-Students of Elementary, Junior High, Secondary Schools

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

Violations/Student of Moorhead Technical College

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

Violations-Staff

Any violation of the tobacco-free environment policy by an employee of the district shall be referred to the appropriate supervisor. One verbal warning, accompanied by a written warning, shall be issued to the staff member. Further violations shall be considered insubordination and shall be dealt with accordingly, based on applicable collective bargaining agreements, if any, and Minnesota Statutes.

Violations-Citizens

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

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

Dissemination of Policy

Copies of this policy shall be distributed to all students, faculty and staff of the school district and made available to all citizens. NOTIFICATION WILL BE PROVIDED INDICATING THAT ISD #152 IS A TOBACCO-FREE ENVIRONMENT.

MEMO #: S-96-199

TO: School Board
FROM: Bruce R. Anderson, Supt. *BRA*
RE: Approval of Policy
DATE: April 17, 1996

Attached please find the policy, Search of Student Lockers, Desks, Personal Possessions and Student's Person (JFG), as presented.

Suggested Resolution: Move to approve the policy, Search of Student Lockers, Desks, Personal Possessions and Student's Person (JFG) as presented.

cbp
Attachment

POLICY OF THE BOARD OF EDUCATION MOORHEAD, MN.	DISTRICT CODE: JFG DATE ADOPTED: REVIEWED/REVISED:
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(DRAFT 3/96)

SEARCH OF STUDENT LOCKERS, DESKS,
PERSONAL POSSESSIONS AND STUDENT'S PERSON

I. PURPOSE

The purpose of this policy is to provide for a safe and healthful educational environment by enforcing the school district's policies against contraband.

II. GENERAL STATEMENT OF POLICY

A. Pursuant to Minnesota statutes, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school authorities must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

B. The policy above for school lockers also applies equally to student's desks or personal possessions as defined herein.

C. It shall be a violation of this policy for students to use lockers and desks for unauthorized purposes or to store contraband. It shall be a violation for students to carry contraband on their person or in their personal possessions.

III. DEFINITIONS

A. "Contraband" means any unauthorized item possession of which is prohibited by school district policy and/or law. It includes but is not limited to weapons and "look-a-likes," alcoholic beverages, controlled substances and "look-a-likes," overdue books, and other materials belonging to the school district, and stolen property.

B. "Personal possessions" includes but is not limited to purses, backpacks, bookbags, packages, and clothing.

C. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student or staff members, a student's suspicious behavior, a student's age and past history or record of conduct, or other reliable sources of information.

D. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, and the age of the student.

IV. PROCEDURES

A. School officials may inspect lockers and desks at any time they believe inspection would be in the best interest of the school, the staff, or the student body. Student lockers, desks and personal possessions may be randomly searched throughout the school year without notice, without student consent and without a search warrant.

B. School officials may, in their discretion, employ the use of trained dogs for the purpose of conducting a general sniff search of student lockers and desks. If a dog alerts to a locker or desk, school officials will determine, based on the information available to them from the dog's trainer, whether the dog's alert gives rise to reasonable suspicion that contraband will be found. If it is determined that reasonable suspicion exists an internal search of the locker or desk and its contents will be conducted. The search will be reasonable in its scope and intrusiveness.

C. School officials may, upon a finding of individualized reasonable suspicion supported by articulable facts, employ the use of trained dogs for the purpose of conducting a sniff search of an employee's desk. If a dog alerts to the desk, school officials will determine, based on the information available to them, whether the dog's alert gives rise to reasonable suspicion exists an internal search of the desk and its contents will be conducted. The search will be reasonable in its scope and intrusiveness.

D. A school official conducting a search ~~may determine when it is appropriate to~~ SHALL have a second official present as an observer.

E. School officials may, without a search warrant, search the person and/or personal possessions based on a reasonable suspicion. The search will be reasonable in its scope and intrusiveness.

F. As soon as practicable after a search pursuant to this policy, the school authorities must provide notice of the search to students whose possessions were searched unless disclosure would impede an ongoing investigation by policy or school officials.

G. A search of a person shall be conducted in privacy by a school official of the same sex. A second school official of the same sex shall be present as an observer during the search ~~whenever feasible~~.

H. A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate. The school district shall provide a copy of this policy to a student when the student is given use of a locker.

V. DIRECTIVES AND GUIDELINES

School administration may establish reasonable directives and guidelines which address specific needs of the school district, such as use of tape in lockers, standards of cleanliness and care, posting of pin-ups and posters which may constitute sexual harassment, etc.

VI. SEIZURE OF CONTRABAND

If a search yields contraband, school offices will seize the item and, where appropriate, turn it over to legal authorities for ultimate disposition.

VIII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion or expulsion, and the student may, when appropriate, be referred to legal authorities.

Legal References: U.S. Constitution, Fourth Amendment
New Jersey v. T.L.O., 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)
Zamora v. Pomeroy, 639 F.2d 662 (10th Cir.1981)
Minn. Stat. 127.47 (school locker policy)

Cross Reference: MSBA Model Policy 417 (Chemical Use/Abuse)
MSBA Model Policy 418 (Drug-Free Workplace/
Drug-Free School)
MSBA Model Policy 501 (School Weapons)
MSBA Model Policy 506 (Student Discipline)

MEMO #: S-96-195

TO: School Board
FROM: Bruce R. Anderson, Supt. *BRA*
RE: 1996 Legislation
DATE: April 17, 1996

The highlights of the 1996 Omnibus Education Legislation will be reviewed at the Board meeting.

Specific details of the legislation will be shared by the Minnesota Department of Children, Families and Learning throughout the late spring and summer. However, it seems appropriate to review any salient changes related to education.

BRA *(cbp)*